



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, JUNE 17, 2021**

The regular meeting of the Benbrook City Council was held on June 17, 2021 at 7:30 p.m. in the Council Chambers with the following Council members present:

Jerry Dittrich, Mayor  
Renee Franklin  
Larry Marshall  
Alfredo Valverde  
Laura Mackey  
Jason Ward

Also Present:

Andy Wayman, City Manager  
Joanna King, City Secretary  
Beth Fischer, Deputy City Secretary  
Bennett Howell, Public Service Director  
Rick Overgaard, Finance Director  
Dawn Green, Police Administrative Manager

Others:

Monica Dela Garza  
Gaby Dela Garza  
Phyllis Harkins  
Jake Pavelka

**I. CALL TO ORDER**

Meeting called to order at 7:30 p. m. by Mayor Dittrich.

**II. INVOCATION/PLEDGE OF ALEGIANCE**

Invocation was given by Fr. Kenneth M. Bolin with St. Thomas Becket Catholic Church

The Pledge of Allegiance was recited.

**III. CITIZEN COMMENTS ON ANY AGENDA ITEM**

None

**IV. MINUTES**

**1. Approve minutes of the regular meeting held June 3, 2021**

Motion by Dr. Marshall, seconded by Mrs. Mackey to approve the minutes of the regular meeting held June 3, 2021.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Valverde, Ms. Mackey, Mr. Ward

Noes: None

Motion carried unanimously.

**V. PRESENTATION BY MAYOR AND MEMBERS OF CITY COUNCIL**

**CC-2021-06 Accept Resignation from Alexander Newman, Planning and Zoning Commission, Place 3 and determine appointment to position**

Joanna King gave the following report: The City has received a resignation from Alexander Newman in Place 3 of the Planning and Zoning Commission. Mr. Newman was appointed to the position in December 2020 to serve a one-year unexpired term. That term will expire in December 2021.

The normal process for advertising and receiving applications for the various City Boards and Commissions will begin in September for the appointments made in December.

Staff is recommending that City Council delay the appointment to Place 3 on the Planning and Zoning Commission until December 2021.

Motion by Ms. Franklin, seconded by Ms. Mackey to accept the resignation from Alexander Newman, Place 3 Planning and Zoning Commission and delay the appointment until the normal process .

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Valverde, Ms. Mackey, Mr. Ward

Noes: None

Motion carried unanimously.

**VI. STAFF REPORT**

**1. Present National Flood Insurance Program, Community Rating System – Repetitive Loss Analysis**

Bennett Howell gave the following report: The City of Benbrook participates in the Federal Emergency Management Agency's (FEMA) Community Rating System

(CRS) program, which provides flood insurance premium relief to property owners who purchase flood insurance. As part of the once every five-year CRS review process, FEMA requires verification that City Council has had an opportunity to review certain informational documents.

Staff has included the following informational document in the City Council packet:

**Repetitive Loss Area Analysis Report** – The Repetitive Loss Area Analysis Report is a detailed mitigation plan to reduce repetitive flood losses from occurring within the same geographical area. Fortunately, City of Benbrook drainage projects have virtually eliminated systemic flooding. However, FEMA requires Staff to identify potential repetitive loss areas based on past FEMA floodplain maps. The three separate potential repetitive loss areas are Mary's Creek Area, Tara Drive Area, and Timbercreek Area.

The report recommends the following mitigation measures:

- Continue outreach programs to encourage property owners to purchase flood insurance;
- Continue to promote flood assistance programs;
- Continue to evaluate and include drainage projects in the Capital Improvement Program (CIP);
- Continue outreach programs to encourage property owners in flood-prone areas to elevate electrical and mechanical equipment;
- Continue to evaluate the acquisition/demolition program as appropriate;
- Continue to enforce drainage design standards in new construction; and
- Continue the storm drainage system evaluation project in the CIP.

No action required.

## **VII. REPORTS FROM CITY MANAGER**

### **A. GENERAL**

#### **G-2515 Approve finance report for period ending May 31, 2021**

Rick Overgaard gave the following report: General Fund revenues for the month of May were \$664,274. Major revenues collected for the month include Property taxes of \$69,565, Franchise taxes of \$108,196, Permits of \$27,173, Fines and Forfeitures of \$55,432, Other Agency of \$56,639, and Charges for Services of \$67,903. Sales tax collected and recognized as revenue in May was \$275,930. Fiscal year to date sales tax is \$2,239,000, a decrease of 0.38% over last year at this time. General Fund revenues collected through the end of May were \$19,243,066 and 90.5% of the budget.

General Fund expenditures for the month of May were \$2,382,634, which includes the annual payment to the TIF. Fiscal year to date expenditures were \$13,096,737 and 61.6% of the adopted budget.

Total General Fund revenues of \$19,243,066 were more than General Fund expenditures of \$13,096,737 by \$6,146,329.

Debt Service revenues for the month of May totaled \$2,429 and were all from property tax. There were no expenditures in May. The next debt service payments are due August 1, 2021.

EDC revenues through May 31, 2021, were \$1,150,016. EDC expenditures through the end of May were \$761,907. Total revenues exceeded total expenditures by \$388,109.

Total revenues received through May 31, 2021, were \$2,398,089 from stormwater utility fees, mineral lease revenue, TIF income, and interest earnings. Total expenditures for the Capital Projects Fund were \$2,356,443 through the end of May. There were no expenditures in May. Total revenues exceeded total expenditures by \$41,646. Sufficient funds are available in the current fund balances of the Capital Projects Fund and are earmarked for the City's capital projects. This fund operates on a project basis rather than a specific fiscal year.

On May 31, 2021, the City had \$24,016,520 invested at varying interest rates; the EDC had \$5,192,663 available.

Motion by Dr. Marshall, seconded by Mr. Valverde to approve the finance report for the period ending May 31, 2021.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Valverde, Ms. Mackey, Mr. Ward

Noes: None

Motion carried unanimously.

**G-2516      Authorize Interlocal Agreement with Fort Worth Independent School District to provide three police officers to participate in the Annual School Security Initiative**

Dawn Green gave the following report: The Benbrook Police Department provides three full-time School Resource Officers (SRO) for FWISD campuses located in Benbrook. The three officers serve as a liaison between the police department and Benbrook schools. All reports and incidents occurring on school property are handled primarily by the SRO's. During holidays and summer break, the officers perform regular patrol duties. The Fort Worth Independent School District subsidizes fifty percent (50%) of the salary, benefits, overtime, and training for all three officers.

Motion by Ms. Mackey, seconded by Mr. Ward to approve the interlocal agreement between the City of Benbrook and the Fort Worth Independent School District for three (3) full-time School Resource Officers.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Valverde, Ms. Mackey, Mr. Ward

Noes: None

Motion carried unanimously.

**VIII. INFORMAL CITIZEN COMMENTS**

None

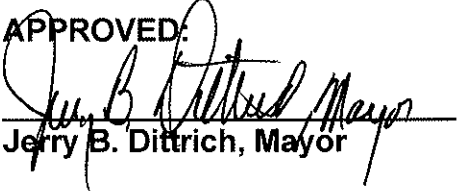
**IX. COUNCIL MEMBER AND STAFF COMMENTS**

Councilmember Franklin congratulated the graduating classes for Benbrook Middle High School and Western Hills High School.

**X. ADJOURNMENT**

Meeting adjourned at 7:52 p.m. followed by a Worksession:

1. Discuss garbage, recycling and bulk collection contract

APPROVED:  
  
Jerry B. Dittrich, Mayor

ATTEST:

  
Joanna King, City Secretary