



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, NOVEMBER 18, 2021**

The regular meeting of the Benbrook City Council was held on November 18, 2021 at 7:30 p.m. in the Council Chambers with the following Council members present:

Jerry Dittrich, Mayor
Jason Ward, Mayor Elect
Renee Franklin
Larry Marshall
Dustin Phillips
Alfredo Valverde
Gary Addison, Councilmember Elect
Laura Mackey
Keith Tiner, Councilmember Elect

Also Present:

Andy Wayman, City Manager
Jim Hinderaker, Assistant City Manager
Joanna King, City Secretary
Beth Fischer, Deputy City Secretary
Rick Overgaard, Finance Director
Bennett Howell, Public Services Director

Others:

Chris Dittrich
Jenny Garza
Ella Garza
Joanne Marshall
Robin Ward
Elijah Ward
Danna Addison
Brandi and Marilynn Addison
Samantha Tiner
Trinity and Parker Tiner
Lou and Robert Tiner
Josh Harville
Phyllis Harkins
Kent Williams
Dan Tully
Lynette Spence
Anita Grogan
Tammi Cauthen
Whitney Cauthen

Kim, Sawyer and Brett Clemons
Anthony Roever
J.D. Rivers
John and Quinn Zellers
Melody, Addison and Haven Wheeler
Carol Chisholm
Sarah Taylor
Rick Heyser
George Sauma
Pastor Seth Wigington, Restoration Family Church
Pastor Lonnie Huett, Restoration Family Church
Pastor Matt Kendrick, Redemption City Church
Pastor Jacob Serns, Benbrook Seventh Day Adventist
Church
Pastor Dr. Carroll Marr, Southcliff Baptist Church
and several other citizens

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 Pastor Seth Wigington with Restoration Family Church
The Pledge of Allegiance was recited.

III. MINUTES

1. Approve minutes of the regular meeting held November 4, 2021

Motion by Mr. Phillips, seconded by Ms. Mackey to approve the minutes of the regular meeting held November 4, 2021.

Vote on the Motion

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

Noes: None

Motion carried unanimously.

2. Approve minutes of the special meeting held November 11, 2021

Motion by Dr. Marshall, seconded by Mr. Phillips to approve the minutes of the special meeting held November 11, 2021

Vote on the Motion

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

Noes: None

Motion carried unanimously.

IV. OATH OF OFFICE TO NEWLY ELECTED MEMBERS OF CITY COUNCIL

Beth Fischer, Deputy City Secretary administered the Oath of Office to Jason Ward, Mayor, Place 1; Larry Marshall, Councilmember, Place 3; Gary Addison, Councilmember, Place 5; and Keith Tiner, Councilmember, Place 7.

Outgoing Mayor Jerry Dittrich and Outgoing Councilmember Alfredo Valverde addressed City Council and citizens.

V. SELECTION OF MAYOR PRO-TEM

Mayor Ward asked for nomination for Mayor Pro-Tem. Nomination by Mr. Phillips to select Dr. Marshall as Mayor Pro-Tem. There were no other nominations. Mayor Ward closed nominations.

Vote on the nomination:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Nomination carried unanimously.

VI. CITIZEN COMMENTS ON ANY AGENDA ITEM

VII. REPORTS FROM CITY MANAGER

A. GENERAL

G-2540 Accept Finance Report for period ending October 31, 2021

Rick Overgaard gave the following report: General Fund revenues for the month of October, the first month of the fiscal year, were \$949,860. Major revenues collected for the month include Property taxes of \$416,745, Franchise taxes of \$9,726, Permits of \$26,386, Fines and Forfeitures of \$38,766, Charges for Services of \$78,785, and Other Agency of \$31,750. Sales tax collected and recognized as revenue in October was \$335,246, which is 11.13% greater than last October. General Fund revenues collected through the end of October were 4.4% of the budget.

General Fund expenditures for the month of October were \$1,461,533 and 6.8% of the adopted budget.

Total General Fund revenues of \$949,860 were less than General Fund expenditures of \$1,461,533 by \$511,673.

Debt Service revenues for the month of October totaled \$26,200 and were all from property tax. There were no expenditures in October. The next debt service payments will occur in February 2022.

EDC revenues through October 31, 2021, were \$168,920. EDC expenditures through the end of October were \$31,942. Total revenues exceeded total expenditures by \$136,978.

Total revenues received through October 31, 2021 were \$64,026 from stormwater utility fees, mineral lease revenue, and interest earnings. Total expenditures for the Capital Projects Fund were \$36,401 through the end of October. October expenditures included the Vista Way Two-Way Conversion. Total revenues exceeded total expenditures by \$27,625. Sufficient funds are available in the current fund balances of the Capital Projects Fund. This fund operates on a project basis rather than a specific fiscal year.

On October 31, 2021, the City had \$45,077,109 invested at varying interest rates; the EDC had \$5,584,784 available.

Motion by Ms. Franklin, seconded by Mr. Phillips to accept the finance report for the period ending October 31, 2021

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner.

Noes: None

Motion unanimously.

G-2541 Receive applications for Boards and Commissions

Joanna King gave the following report: The odd numbered places on the various Boards and Commissions will expire December 30, 2021. There is also an unexpired vacancy in Alternate D on the Zoning Board of Adjustments which will expire December 30, 2022.

The City advertised a formal notice to accept applications in the Benbrook News and the Fort Worth Star Telegram. The announcement was also placed on the City's Charter Communications Channel, City Home Page, City's Facebook Page, Twitter and the quarterly Newsletter.

The deadline for receiving applications was November 8, 2021.

Staff is recommending that City Council:

1. Determine the process for applicant evaluations for Boards and Commissions; and schedule that process; or
2. Make appointments to the various Boards and Commissions for a term beginning December 31, 2021 and expiring December 30, 2023; and
3. Make appointment to the unexpired term in Alternate D on the Zoning Board of Adjustments/Appeals Board for a term to expire December 30, 2022.

Motion by Ms. Franklin, seconded by Ms. Mackey to hold a process for applicant evaluations scheduled for December 6 and December 7, 2021.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner.

Noes: None

Motion unanimously

G-2542 Approve Interlocal Agreement with Tarrant County for 2022 Overlay Program

Bennett Howell gave the following report: For many years, the City of Benbrook has collaborated with Tarrant County to complete the City's annual asphalt street overlay program (Program). The City purchases the asphalt and Tarrant County provides the equipment and labor to complete the Program at no charge to the City. The City is also responsible for all street milling costs, which is separately contracted out.

Last year, the City did not enter into an Interlocal Agreement with Tarrant County due to the COVID-19 pandemic. As an alternative, the City contracted with TexasBit to complete the entire FY2020-21 Program.

Tarrant County is now looking to restart the Program with participating cities but is asking cities to limit requests to allow the County to catch up on its backlog. Per this request, the City has limited its request to approximately 1.2 miles of streets. The terms of the agreement are the same as previous years. This portion of FY2020-21 Program is tentatively scheduled to begin Spring, 2022.

Overlay Streets

| Priority | Street Name | Cross Streets | Length (ft) | Width (ft) |
|----------|-------------------|--------------------------------------|-------------|------------|
| 1 | Kane Street | North Kane to Dewey Scott Drive | 793 | 30 |
| 2 | Rush Street | Westerly Road to Boston Avenue | 800 | 30 |
| 3 | Bryant Street | Cozby Street N to Childers Avenue | 1,496 | 30 |
| 4 | Ferndale Drive | Williams Road to Cresthill Road | 805 | 30 |
| 5 | Llano Avenue | Williams Road to Plantation Drive | 2,422 | 30 |

To complete the balance of the FY2021-22 Program, the City will enter into a separate contract with TexasBit, whose pricing is based on an existing Interlocal Agreement.

The funding for the Interlocal Agreement portion of the FY2021-22 Program (\$160,000) will come from the General Fund and is budgeted for FY2021-22.

Motion by Dr. Marshall, seconded by Mr. Tiner to approve the Interlocal Agreement with Tarrant County for a portion of the City's FY 2021-22 Asphalt Overlay Program.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner.

Noes: None

Motion unanimously

B. PURCHASE

P-286 Approve Purchase of a new tandem-axle dump truck from Southwest International Trucks

Bennett Howell gave the following report: The purchase of a new 2022 model year dump truck is included in the City Council approved 2021 Capital Improvement Plan (CIP). The truck will replace a 2003 model year single-axle dump truck.

Staff contacted vendors from Southwest International Trucks, Premier Truck Center and Rush Trucks to discuss their products, pricing and delivery times. All three vendors are local and the City is familiar with their products.

The vendors submitted the following estimates:

| | |
|--------------------------------|--|
| Southwest International Trucks | \$125,108 (Buy Board Contract w/ an anticipated one-year delivery) |
| Premier Truck Center | \$176,986 (two to three-year anticipated delivery) |
| Rush Truck Center | No bid |

All quoted trucks include tandem rear axles, 12-yard bed capacity, Cummins diesel engines and Allison automatic transmissions for additional hauling capacity.

The planned purchase will be through the Capital Asset Replacement Fund, which has funding budgeted for the purchase. The dump truck will be purchased through the Buy Board purchasing cooperative.

Motion by Mr. Phillips, seconded by Ms. Franklin to approve the purchase of the Southwest International Trucks Dump Truck at a cost of \$125,108 to be funded from the Capital Asset Replacement Fund.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner.

Noes: None

Motion unanimously

VIII. INFORMAL CITIZEN COMMENTS

Dan Tully, Former Councilmember welcomed new members to the council.

IX. COUNCIL MEMBER AND STAFF COMMENTS

X. ADJOURNMENT

Meeting adjourned at 8:10 p.m.

APPROVED:



Jason Ward, Mayor

ATTEST:



Joanna King, City Secretary