

**AGENDA  
BENBROOK CITY COUNCIL  
THURSDAY, FEBRUARY 2, 2006  
911 WINS COTT ROAD, BENBROOK, TEXAS  
PRE-COUNCIL WORKSESSION 7:00 P.M.  
CENTRAL CONFERENCE ROOM**



1. Review and discuss agenda items for regular meeting.
2. Receive other information from staff and Boards & Commissions.

**REGULAR MEETING 7:30 P.M.  
COUNCIL CHAMBERS  
ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION**

**I. CALL TO ORDER**

**II. INVOCATION – Pastor Gary Oliver with Tabernacle of Praise**

**PLEDGE OF ALLEGIANCE**

**III. MINUTES**

1. Minutes of the regular meeting held January 19, 2005

**IV. PRESENTATION BY BENBROOK ECONOMIC DEVELOPMENT CORPORATION**

EDC-2006-01 Ratify Bank Loan Refinance

**V. PRESENTATION BY PLANNING AND ZONING COMMISSION**

PZ-2006-01	Adopt Update of Section 9-Drainage of the Comprehensive Plan
PZ-2006-02	Adopt Update of Section 17-Capital Improvements of the Comprehensive Plan
PZ-2006-03	Ordinance Amending Title 16–Subdivisions of the Benbrook Municipal Code

**VI. REPORTS OF CITY MANAGER**

**A. GENERAL**

G-1607	Recommend Contractor for 31 <sup>st</sup> Year Community Development Block Grant Project
G-1608	Quarterly Hotel/Motel Bed Tax Report

**VII. OTHER MATTERS OF BUSINESS**

**VIII. INFORMAL CITIZEN COMMENTS**

**IX. EXECUTIVE SESSION – Pursuant to the Texas Government Code**

1. Section 551.072 – Deliberation Regarding Real Property  
Consider Counter Offer for Drainage Easement at 4020 Tara Drive

**X. RECONVENE FROM EXECUTIVE SESSION**

1. Take any action necessary from Executive Session

**XI. ADJOURNMENT**

**WORKSESSION**

Demonstration of New City of Benbrook Web Site

**ADDENDUM**

**AGENDA**

**BENBROOK CITY COUNCIL  
COUNCIL CHAMBERS, CITY HALL, BENBROOK, TEXAS  
THURSDAY, February 2, 2006  
7:30 P.M.  
ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION**

**IX. EXECUTIVE SESSION**

In accordance with Texas Government Code Section 551.071, Consultation with City Attorney

2. Section 551.072 – Deliberation Regarding Real Property  
Consider Counter Offer for Drainage Easement at 8520 LaJolla Ct.



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, JANUARY 19, 2006**

The regular meeting of the Benbrook City Council was held on Thursday, January 19, 2006 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich  
Rickie Allison  
Keith Bailey  
John Vander Pan  
Ron Sauma  
James Schull  
Larry Stowe

Also Present:

Cary Conklin, City Manager  
Joanna King, City Secretary  
Phyllis Wolfe, IT Coordinator

Others Present:

Dorcas Neuman, Benbrook News  
Valerie Stowe  
Ed Gallagher  
Bill Smith  
Daniel Tully  
Tammi Cauthen  
Celeste Palmer  
Joan Chew  
Mr. & Mrs. Glen Martin  
Regina Hillard  
Sharayah Applewhite  
Members of Boy Scout Troops 48 and 31  
And 17 other citizens

**I. CALL TO ORDER**

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

**II. INVOCATION  
PLEDGE OF ALLEGIANCE**

Invocation was given by Mayor Pro-Tem Rickie Allison.  
The Pledge of Allegiance was recited.

### **III. MINUTES**

#### **1. Minutes of the regular meeting held January 5, 2006**

Motion by Mr. Sauma, seconded by Mr. Schull to approve the minutes of the January 5, 2006 regular meeting as presented.

Vote on the Motion:

Ayes: Mr. Schull, Mr. Bailey, Mr. Allison, Mayor Dittrich, Mr. Vander Pan, Mr. Stowe, Mr. Sauma

Noes: None

Motion carries unanimously.

### **IV. CITIZEN PRESENTATION**

#### **Benbrook Sister Cities – Very Special Follow the Dream Awards and Community Awards for FWISD Western Hills High School Special Ed LINC**

Ms. Marilyn Perkins with Benbrook Sister Cities presented the 2005 Texas Follow the Dream Awards and Teaching Awards to the following:

Sharayah Applewhite – Western Hills High School – LINC Class  
Kciemeia McGee – Leonard Middle School – LINC Class  
Regina Hillard – Leonard Middle School – LINC Class  
David Hawkins – Western Hills High School – LINC Class

Winners of the FWISD Teaching Awards were:

Esther Weigand and Joyce McLean – Leonard Middle School 2003-2004 LINC  
Mary Witty and Jeffery Johnson – Western Hills High School 2004-2005 LINC

Mary Witty received the Molyneaux Foundation Teacher Chair Award.

### **V. PRESENTATION BY MAYOR AND COUNCILMEMBERS**

#### **1. Appointment to Place 3 on the Tax Increment Financing Board of Directors and Designation of Chair**

Motion by Mr. Allison, seconded by Mr. Stowe to appoint Councilmember Keith Bailey to Place 3 on the Tax Increment Financing Board of Directors.

Vote on the Motion:

Ayes: Mr. Allison, Mayor Dittrich, Mr. Vander Pan, Mr. Stowe, Mr. Sauma, Mr. Schull

Noes: None

Abstain: Mr. Bailey

Motion carries 6-0-1.

Nomination by Mr. Vander Pan to designate Mayor Jerry Dittrich as the Chair of the Tax Increment Financing Board of Directors. Nomination seconded by Mr. Stowe. No other nomination made.

Vote on the Nomination:

Ayes: Mr. Allison, Mr. Vander Pan, Mr. Stowe, Mr. Sauma, Mr. Schull, Mr. Bailey

Noes: None

Abstain: Mayor Dittrich

Nomination carries 6-0-1.

## **2. Adopt Benbrook City Council Statement of Core Values**

Mr. Conklin gave the following report: At the City Council planning work session on November 3, City Council enumerated its goals and objectives for the upcoming fiscal year and beyond. Several goals, particularly in municipal finance, were discussed for setting up a clear policy direction for the long term.

To formally articulate such policies, City staff developed a Core Value Statement. The statement represents fundamental goals of Benbrook City governments, most that already observed and practiced. Formal adoption of the written statement is intended to serve as a guide for future City Councils.

The primary ideals of the Core Value Statement are to:

- Protect and enhance the quality of life.
- Govern with efficiency and high character.
- Be inclusive and communicative with Benbrook citizens.
- Provide top priority on excellence in core services.
- Ensure financial stability and utilize future revenue growth wisely.
- Employ only the most qualified City staff through market competitive compensation and benefits.

Specific examples of the Core Value Statement are to:

- Place a minimum of 70% of all future sales tax revenue increase in a separate fund for major, pay-as-you-go projects.
- Place 100% of all proceeds derived from gas and oil land lease including lease bonus and royalties in a separate fund for major, pay-as-you-go projects.
- Require a super majority of City Council for use of special funds for sales tax increases and gas and oil lease royalties revenues.

- Maintain a cash reserves policy of at least three (3) months operating expenses.
- Keep total annual debt service payments below 20% of the City budget.

Motion by Mr. Vander Pan, seconded by Mr. Sauma to adopt the Benbrook City Council Statement of Core Values.

Vote on the Motion:

Ayes: Mayor Dittrich, Mr. Vander Pan, Mr. Stowe, Mr. Sauma, Mr. Schull, Mr. Bailey, Mr. Allison

Noes: None

Motion carries unanimously.

## **VI. PRESENTATION BY BENBROOK ECONOMIC DEVELOPMENT CORPORATION**

### **EDC-2006-01 Ratify Bank Loan Refinance**

This item was withdrawn until later date.

## **VII. PRESENTATION BY PLANNING AND ZONING COMMISSION**

## **VIII. REPORTS OF CITY MANAGER**

### **A. GENERAL**

#### **G-16064 Financial Report for Quarter Ending December 31, 2005**

Mr. Conklin gave the following report: General fund Revenues through the end of the quarter totaled \$3,420,674. Ad valorem Taxes produced over 78% of total revenues. Revenues collected through the end of the first quarter were \$137,728 less than the amount received during the same period in the prior year. All of this decrease is due to timing of tax revenues.

General Fund Expenditures through the end of the quarter were \$2,730,788 or 24.60% of budgeted expenditures. Revenues exceed expenditures by \$689,866.

Debt Service Fund revenues received through the end of the quarter totaled \$559,424 or 39.82% of the budget. There were no expenditures during the quarter.

EDC revenues were \$139,913 with most of this amount coming from the sales tax receipts. EDC expenditures were \$365,112 with the largest expenditures going toward land acquisition, attorney fees and interest on outstanding loans.

Capital Projects revenue amounted to \$5,742. Capital Projects expenditures were \$88,350. TIF expenditures accounted for only \$289 of the total.

There were no Special Assessments revenues. Expenditures amounted to \$8, 217.41. All of this amount was refund of escrow fund held by the City.

At December 31, 2005, the City had \$11,810,218 invested at varying interest rates.

Motion by Mr. Stowe, seconded by Mr. Schull to approve the financial report for the quarter ending December 31, 2005.

Vote on the motion:

Ayes: Mr. Vander Pan, Mr. Stowe, Mr. Sauma, Mr. Schull, Mr. Bailey, Mr. Allison, Mayor Dittrich

Noes: None

Motion carries unanimously.

**IX. OTHER MATTERS OF BUSINESS**

**X. INFORMAL CITIZEN PRESENTATION**

Tammi Cauthen, Chair of the Benbrook Chamber of Commerce introduced Celeste Palmer. Ms. Palmer has been appointed to new Executive Director for the Chamber of Commerce.

**XI. ADJOURNMENT**

Meeting adjourned at 8:02 p.m.

**APPROVED:**

---

**Jerry B. Dittrich, Mayor**

**ATTEST:**

---

**Joanna King, City Secretary**



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-01	SUBJECT: Adopt Update of Section 9-Drainage of the Comprehensive Plan	PAGE: 1 of 3
-------------------	---------------------------------	--	-----------------

**G – 06 – 01 STAFF REPORT  
TO PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

The Drainage element of the Comprehensive Plan has not had a significant update since 1994. In 2004, the City Engineer revised the drainage plans for Timber Creek, Plantation East Creek, Plantation West Creek, and Willow Bend Creek in preparation for the City’s bond program. Most of the changes in the plans for these channels were the replacement of concrete-lined channels with gabion-lined channels to conform to more recent Corps of Engineers’ requirements. Also included were the use of more current hydrologic models to conform to Federal Emergency Management Agency requirements.

In 2004, the City Engineer updated all of the costs associated with projects in the drainage plan. The City Engineer utilized a series of interlinked spreadsheets so that in the future, all of the project costs can be revised by updating a single set of unit costs.

Other revisions that are included in the update are:

1. updated precipitation from the National Weather Service station at Benbrook Dam,
2. updated data on flood vulnerability,
3. updated information on storm water quality,
4. updated information on floodplain and subdivision regulations that affects future development in the floodplain,
5. updated information on repetitive loss properties,
6. revisions to site-specific drainage plans to reflect projects that have already been completed and changes to future plans, and
7. revisions to the drainage plan plates to reflect projects that have already been completed and changes to future plans.

**RECOMMENDATION**

Staff recommends that the Planning and Zoning Commission recommend that the City Council adopt update to Section 9 – Drainage as part of the Comprehensive Plan.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
		CITY SECRETARY
CITY MANAGER		DATE:



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-01	SUBJECT: Adopt Update of Section 9-Drainage of the Comprehensive Plan	PAGE: 2 of 3
-------------------	---------------------------------	--	-----------------

**UNAPPROVED MINUTES  
PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

Chairman Early introduced the item and asked for a report from Staff.

Dave Gattis said the Drainage element of the Comprehensive Plan has not had a significant update since 1994. In 2004, the City Engineer revised the drainage plans for Timber Creek, Plantation East Creek, Plantation West Creek, and Willow Bend Creek in preparation for the City's bond program. Most of the changes in the plans for these channels were the replacement of concrete-lined channels with gabion-lined channels to conform to more recent Corps of Engineers' requirements and the use of more current hydrologic models to conform to Federal Emergency Management Agency requirements.

Also in 2004, the City Engineer updated all of the costs associated with projects in the drainage plan. This was done using a series of interlinked spreadsheets so that in the future, all of the project costs can be revised by updating a single set of unit costs.

Mr. Gattis said other revisions that are included in the update include:

1. updated precipitation from the National Weather Service station at Benbrook Dam,
2. updated data on flood vulnerability,
3. updated information on storm water quality,
4. updated information on floodplain and subdivision regulations that affects future development in the floodplain,
5. updated information on repetitive loss properties,
6. revisions to site-specific drainage plans to reflect projects that have already been completed and changes to future plans, and
7. revisions to the drainage plan plates to reflect projects that have already been completed and changes to future plans.

Mr. Gattis said Staff recommends that the Planning and Zoning Commission recommend the City Council adopt update to Section 9 – Drainage as part of the Comprehensive Plan.

The Chair asked for any comments or questions from the Commission. Following a short discussion, the Chair opened the public hearing at 8:05 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 8:06 p.m. and asked for any comments, questions, or a motion from the Commission.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
		CITY SECRETARY
CITY MANAGER		DATE:

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-01	SUBJECT: Adopt Update of Section 9-Drainage of the Comprehensive Plan	PAGE: 3 of 3
-------------------	------------------------------------	---	-----------------

Motion by Mr. Shah that the Commission recommend the City Council adopt the update to Section 9 – Drainage, as part of the Comprehensive Plan. Second by Mr. Bolton. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Bolton, Mr. Ramsey, Mr. Early, Ms. Price, Mr. Dawson, Mr. Shah, and Dr. Marshall

Noes: None

Motion carried 7 – 0



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-02	SUBJECT: Adopt Update of Section 17-Capital Improvements of the Comprehensive Plan	PAGE: 1 of 3
-------------------	---------------------------------	---	-----------------

**G – 06 – 02 STAFF REPORT  
TO PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

The Capital Improvements Plan is a forecast and scheduling of public physical improvements for the next five years and beyond. The City Charter requires that the City upgrade the Capital Improvements Plan every year. The CIP was last updated in March 2005.

The changes included in this year's plan include:

1. updated population projection,
2. updated status of ongoing CIP projects (Table 17.2),
3. updated bonding capacity analysis (Table 17.3),
4. updated evaluation of street condition and revised street priorities (Table 17.10),
5. updated Unfunded Drainage Projects and costs (Table 17.12), and
6. updated project costs.

The projects included in the CIP include the last drainage project (Timber Creek, Station 0+00 to 36+00) in the 1997 bond election (which is under construction), and the four remaining drainage projects included in the 2004 bond election (one of which is under construction and three are still in design or easement acquisition phases.)

The Commission will note that as we complete the current bond projects and pay off previous indebtedness, we are expected to have the capacity to sell as much as \$5 million in bonds over the next five years without exceeding the 12 percent target. Staff will soon recommend that City Council should consider appointing a capital improvement advisory committee to consider future projects and an additional bond election.

**RECOMMENDATION**

Staff recommends that the Planning and Zoning Commission recommend that the City Council adopt the revised Section 17 – Capital Improvements as part of the Comprehensive Plan.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:  CITY SECRETARY
CITY MANAGER		DATE:



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-02	SUBJECT: Adopt Update of Section 17-Capital Improvements of the Comprehensive Plan	PAGE: 2 of 3
-------------------	---------------------------------	---	-----------------

**UNAPPROVED MINUTES  
PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

Chairman Early introduced the item and asked for a report from Staff.

Dave Gattis said the Capital Improvements Plan is a forecast and scheduling of public physical improvements for the next five years and beyond. The City Charter requires that the Capital Improvements Plan be updated every year. The CIP was last updated in March 2005.

The changes included in this year's plan include:

1. updated population projection,
2. updated status of ongoing CIP projects (Table 17.2),
3. updated bonding capacity analysis (Table 17.3),
4. updated evaluation of street condition and revised street priorities (Table 17.10),
5. updated Unfunded Drainage Projects and costs (Table 17.12), and
6. updated project costs.

Mr. Gattis said the projects included in the CIP include the last drainage project (Timber Creek, Station 0+00 to 36+00) in the 1997 bond election (which is under construction), and the four remaining drainage projects included in the 2004 bond election (one of which is under construction and three are still in design or easement acquisition phases.)

Mr. Gattis said, as the City completes the current bond projects and pays off previous indebtedness, the City is expected to have the capacity to sell as much as \$5 million in bonds over the next five years without exceeding the 12 percent target. It may be appropriate for the City Council to consider appointing a capital improvement advisory committee to consider future projects and an additional bond election.

Mr. Gattis said Staff recommends that the Planning and Zoning Commission recommend the City Council adopt the revised Section 17 – Capital Improvements as part of the Comprehensive Plan.

The Chair asked for any comments or questions from the Commission. Following a short discussion, the Chair opened the public hearing at 8:08 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 8:09 p.m. and asked for any comments, questions, or a motion from the Commission.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:  CITY SECRETARY
CITY MANAGER		DATE:

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-02	SUBJECT: Adopt Update of Section 17-Capital Improvements of the Comprehensive Plan	PAGE: 3 of 3
-------------------	------------------------------------	--	-----------------

Motion by Dr. Marshall that the Commission recommend the City Council adopt the update to Section 17 – Capital Improvements as part of the Comprehensive Plan. Second by Mr. Shah. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Bolton, Mr. Ramsey, Mr. Early, Ms. Price, Mr. Dawson, Mr. Shah, and Dr. Marshall

Noes: None

Motion carried 7 – 0



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-03	SUBJECT: Ordinance Amending Title 16-Subdivisions of the Benbrook Municipal Code	PAGE: 1 of 3
-------------------	------------------------------------	--	-----------------

**G – 06 – 03 STAFF REPORT  
TO PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

Approximately each year, the staff reviews the text of the Subdivision Ordinance for any necessary revisions or updates. The City last revised the Subdivision Ordinance in 2002.

This year's proposed revisions include:

1. a new section on rough proportionality and an appeals process to conform to new State legislation,
2. new definition of exactions, iSWM, public facilities system, and public infrastructure improvement; revised definitions for easements, drainage easements, and reserve strips; deleted definitions for variances; and miscellaneous editorial revisions,
3. deleted Section 16.12.040-Variances because it was redundant with Section 16.24.020,
4. revision of plat submittal requirements to incorporate new drainage requirements under iSWM,
5. revision of Drainage Plan requirements to conform to new iSWM requirements,
6. separation of Street Plan and Lot Grading Plan submittals,
7. revisions to the minimum utility easement width requirement,
8. revision to the pavement design thickness for local streets,
9. revision of street sign requirements to comply with TMUTCD requirements,
10. increase in the minimum width for sidewalks,
11. revision of the detention requirements to include retention of the 2-year and 25-year, 24-hour events in addition to the 100-year, 24-hour event,
12. updated references to the Texas Commission on Environmental Quality, TXU Electric Delivery and Benbrook Water Authority,
13. clarification of requirements and responsibilities for streetlights on private streets, and
14. miscellaneous editorial revisions throughout the documents.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
CITY MANAGER		CITY SECRETARY
		DATE:

**RECOMMENDATION**

Staff recommends that the Planning and Zoning Commission recommend that the City Council adopt the revisions to the Subdivision Ordinance, Ordinance Number 1122, as amended.

\* \* \* \* \*

**UNAPPROVED MINUTES  
PLANNING AND ZONING COMMISSION  
JANUARY 12, 2006**

The Chair introduced the item and asked for a report from Staff.

Dave Gattis said, every year or so Staff reviews the text of the Subdivision Ordinance for any necessary revisions or updates. The Subdivision Ordinance was last revised in 2002.

This year's proposed revisions include:

1.	a new section on rough proportionality and an appeals process to conform to new State legislation,
2.	new definition of exactions, iSWM, public facilities system, and public infrastructure improvement; revised definitions for easements, drainage easements, and reserve strips; deleted definitions for variances; and miscellaneous editorial revisions,
3.	deleted Section 16.12.040-Variances because it was redundant with Section 16.24.020,
4.	revision of plat submittal requirements to incorporate new drainage requirements under iSWM,
5.	revision of Drainage Plan requirements to conform to new iSWM requirements,
6.	separation of Street Plan and Lot Grading Plan submittals,
7.	revisions to the minimum utility easement width requirement,
8.	revision to the pavement design thickness for local streets,
9.	revision of street sign requirements to comply with TMUTCD requirements,
10.	increase in the minimum width for sidewalks,
11.	revision of the detention requirements to include retention of the 2-year and 25-year, 24-hour events in addition to the 100-year, 24-hour event,
12.	updated references to the Texas Commission on Environmental Quality, TXU Electric Delivery and Benbrook Water Authority,

DATE: 02/02/06	REFERENCE NUMBER: PZ-2006-03	SUBJECT: Ordinance Amending Title 16-Subdivisions of the Benbrook Municipal Code	PAGE: 3 of 3
-------------------	------------------------------------	--	-----------------

13.	clarification of requirements and responsibilities for streetlights on private streets, and
14.	miscellaneous editorial revisions throughout the documents.

Mr. Gattis said Staff recommends the Planning and Zoning Commission recommend that the City Council adopt the revisions to the Subdivision Ordinance, Ordinance Number 1122, as amended.

The Chair asked for any comments or questions from the Commission. Following a discussion on the tree mitigation requirements, rough proportionality, and a change in sidewalk widths, the Chair opened the public hearing at 8:30 p.m. and asked if anyone wished to speak for or against the item.

Charlie Stevens, with Cook Team LP, asked if the amendments to the Subdivision Ordinance would affect his project that was approved by the Commission. Mr. Gattis said because the amendments have not been adopted by the City Council, the amendments would not affect Mr. Stevens' project.

There being no further speakers, the Chair closed the public hearing at 8:32 p.m. and asked for any comments, questions, or a motion from the Commission.

Motion by Mr. Dawson that the Commission recommend the City Council adopt G-06-03, amendments to the Subdivision Ordinance of the City of Benbrook, Ordinance Number 1122. Second by Mr. Dawson. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Bolton, Mr. Ramsey, Mr. Early, Ms. Price, Mr. Dawson, Mr. Shah, and Dr. Marshall

Noes: None

Motion carried 7 – 0



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: G-1607	SUBJECT: Recommend Contractor for 31 <sup>st</sup> Year Community Development Block Grant Project	PAGE: 1 of 1
-------------------	--------------------------------	---	-----------------

The City's 31<sup>st</sup> year Community Development Block Grant includes the construction of sidewalks, drive approaches and wheel chair ramps in a portion of Benbrook Estates (along Del Rio and San Saba Avenues) within the City's CDBG target area. The grant application was for \$121,506.06, and the City was awarded \$121,510 in federal funds, of which \$12,150 was for engineering, leaving \$109,356.06 available for construction. We also have \$115,434 in carryover funds from previous project years.

### **BIDS**

The County opened bids on January 18, 2006, and the following bids were received:

<u>Contractor</u>	<u>Bid Amount</u>
Ken-Do Contracting	\$98,077.50
Reliable Paving	99,778.00
Laughley Bridge & Construction	103,751.00
Humphrey & Morton	113,515.92
Wall Enterprises	137,825.40
McClendon Construction	154,351.00

The low bid is within the funds available. The City is not familiar with Ken-Do Contracting, but the City Engineer has checked their references and recommends that the contract be awarded to them.

### **FINANCING**

The City's CDBG grant funds available for construction are \$109,356.06, plus a commitment to pay \$10,000 in local funds. The low bid for the sidewalk construction is \$98,077.50.

### **RECOMMENDATION**

After reviewing the bids, staff recommends that the City Council recommend to Tarrant County that Ken-Do Contracting be recommended as the contractor in the amount of \$98,077.50 for the 31<sup>st</sup> Year Community Development Block Grant Project.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY: CITY SECRETARY
CITY MANAGER		DATE:



**TEAGUE NALL AND PERKINS**  
**ENGINEERS ♦ SURVEYORS ♦ CONSULTANTS**

January 23, 2006

Dave Gattis  
City of Benbrook  
P.O. Box 26569  
911 Winscott Road  
Benbrook, TX 76126-0569

RE: Sidewalk Improvements for Del Rio  
Avenue and San Saba Avenue  
City of Benbrook / Tarrant County  
TNP# TAR 05225

Dear Dave:

On January 18, 2006 bids were received for the above referenced project. A total of six bids were received as follows:

	<u>Base Bid</u>
Ken-Do Contracting	\$98,077.50
Reliable Paving	\$99,778.00
Laughley Bridge & Construction	\$103,751.00
Humphrey & Morton Construction	\$113,515.92
Wall Enterprises	\$137,825.40
McClendon Construction	\$154,351.00

I have evaluated the bids and found them to be complete and responsive. Tarrant County has \$225,898.00 available for construction of this project. Therefore, the City of Benbrook will not need to commit any City funds for the construction of this project. I recommend that the City of Benbrook make the following recommendation to Tarrant County regarding award of this project:

Recommend that Tarrant County award the construction contract for "Sidewalk Improvements for Del Rio Avenue and San Saba Avenue" for the Base Bid of \$98,077.50 to Ken-Do Contracting.

A complete bid tabulation is attached for your use. If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

**TEAGUE NALL AND PERKINS, INC.**

*Dusty Anderson, P.E.*

Dusty Anderson, P.E.

RDA

ENCLOSURE

cc: Don Day - Tarrant County Community Development

**TEAGUE NALL AND PERKINS, INC.**  
**CONSULTING ENGINEERS**

TNP JOB NO.: TAR 05225  
 ENGINEER'S ESTIMATE: \$  
 BID DATE: JANUARY 18, 2006  
 BID TIME: 11:00 AM

## BID TABULATION REPORT

CLIENT: CITY OF BENBROOK  
 DESCRIPTION: SIDEWALK IMPROVEMENTS FOR  
 DEL RIO AVENUE AND SAN SABA AVENUE

ITEM NO.	DESCRIPTION OF ITEMS	QUANTITY	UNIT	KEN-DO CONTRACTING				RELIABLE PAVING				LAUGHLEY BRIDGE & CONSTRUCTION			
				TOTAL		UNIT COST		TOTAL		UNIT COST		TOTAL		UNIT COST	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1	Right-of-Way Preparation	1	LS	\$5,200.00	\$5,200.00	\$14,000.00	\$14,000.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00		
2	Concrete Sidewalk	12,520	SF	\$3.75	\$46,950.00	\$3.30	\$41,316.00	\$3.85	\$48,202.00	\$3.85	\$48,202.00	\$3.85	\$48,202.00		
3	Standard Curb Ramp	1	EA	\$650.00	\$650.00	\$850.00	\$850.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00		
4	Driveway Ramp	5	EA	\$250.00	\$1,250.00	\$400.00	\$2,000.00	\$650.00	\$3,250.00	\$650.00	\$3,250.00	\$650.00	\$3,250.00		
5	5" Reinforced Conc. Drwy. Approach	686	SY	\$38.00	\$26,068.00	\$42.00	\$28,812.00	\$45.00	\$30,870.00	\$45.00	\$30,870.00	\$45.00	\$30,870.00		
6	6" Concrete Curb	213	LF	\$28.00	\$5,964.00	\$20.00	\$4,260.00	\$25.00	\$5,325.00	\$25.00	\$5,325.00	\$25.00	\$5,325.00		
7	Cold Mix HMAC Transition	98	SF	\$6.00	\$588.00	\$10.00	\$980.00	\$3.00	\$294.00	\$3.00	\$294.00	\$3.00	\$294.00		
8	Solid Block Sod	1,390	SY	\$4.25	\$5,907.50	\$4.00	\$5,560.00	\$4.00	\$5,560.00	\$4.00	\$5,560.00	\$4.00	\$5,560.00		
9	Traffic Control	1	LS	\$2,200.00	\$2,200.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		
10	Erosion Control	1	LS	\$3,300.00	\$3,300.00	\$1,000.00	\$1,000.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00		
<b>TOTALS:</b>					<b>\$98,077.50</b>		<b>\$99,778.00</b>		<b>\$103,751.00</b>		<b>\$103,751.00</b>		<b>\$103,751.00</b>		

# BID TABULATION REPORT

**TEAGUE NALL AND PERKINS, INC.**  
**CONSULTING ENGINEERS**

CLIENT: CITY OF BENBROOK  
 DESCRIPTION: SIDEWALK IMPROVEMENTS FOR  
 DEL RIO AVENUE AND SAN SABA AVENUE

TNP JOB NO: TAR 05225  
 ENGINEER'S ESTIMATE: \$  
 BID DATE: JANUARY 18, 2006  
 BID TIME: 11:00 AM

## BIDDERS

ITEM NO.	DESCRIPTION OF ITEMS	QUANTITY	UNIT	HUMPHREY & MORTON CONSTRUCTION		WALL ENTERPRISES		MCCLENDON CONSTRUCTION	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1	Right-of-Way Preparation	1	LS	\$6,800.00	\$6,800.00	\$30,016.00	\$30,016.00	\$20,750.00	\$20,750.00
2	Concrete Sidewalk	12,520	SF	\$4.29	\$53,710.80	\$4.24	\$53,084.80	\$5.00	\$62,600.00
3	Standard Curb Ramp	1	EA	\$640.00	\$640.00	\$2,400.00	\$2,400.00	\$300.00	\$300.00
4	Driveway Ramp	5	EA	\$640.00	\$3,200.00	\$500.00	\$2,500.00	\$375.00	\$1,875.00
5	5" Reinforced Conc. Drwy. Approach	686	SY	\$45.77	\$31,398.22	\$46.25	\$31,727.50	\$66.00	\$45,276.00
6	6" Concrete Curb	213	LF	\$35.50	\$7,561.50	\$32.50	\$6,922.50	\$24.00	\$5,112.00
7	Cold Mix HMAC Transition	98	SF	\$4.30	\$421.40	\$12.00	\$1,176.00	\$6.00	\$588.00
8	Solid Block Sod	1,390	SY	\$5.60	\$7,784.00	\$3.74	\$5,198.60	\$5.00	\$6,950.00
9	Traffic Control	1	LS	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$9,900.00	\$9,900.00
10	Erosion Control	1	LS	\$1,000.00	\$1,000.00	\$2,300.00	\$2,300.00	\$1,000.00	\$1,000.00
<b>TOTALS:</b>					<b>\$113,515.92</b>		<b>\$137,825.40</b>		<b>\$154,351.00</b>

**BIDS CHECKED BY:**

*Robert P. Adams, P.E.*

Name



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 02/02/06	REFERENCE NUMBER: G-1608	SUBJECT: Quarterly Hotel/Motel Bed Tax Report	PAGE: 1 of 1
-------------------	--------------------------------	--	-----------------

Attached for City Council's information and consideration is the quarterly HMT report for the period ending December 31, 2005. A total of \$6,997.13 in expenses was submitted for reimbursement.

### **VERY SPECIAL ARTISTS**

A total of \$1,085.94 was submitted for reimbursement for art workshops at Western Hills High School, Leonard Middle School and the Benbrook YMCA.

### **BENBROOK CHAMBER**

The Chamber submitted expenses totaling \$5,911.19. These expenses included visitor center salary (\$3,259.12), overhead charges (\$1,500), travel expenses (\$362), memberships (\$250) and display racks (\$540.07).

### **RECOMMENDATION**

Staff recommends that City Council approve the quarterly HMT report and authorize the Comptroller to make the requested reimbursements.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY: CITY SECRETARY
CITY MANAGER		DATE: