

**AGENDA
BENBROOK CITY COUNCIL
THURSDAY, JANUARY 21, 2010
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.

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

I. CALL TO ORDER

**II. INVOCATION – Pastor Todd Pylant with First Baptist Church of Benbrook
PLEDGE OF ALLEGIANCE**

III. MINUTES

1. Minutes of the regular meeting held January 7, 2010

IV. PRESENTATION BY BENBROOK ECONOMIC DEVELOPMENT CORPORATION

EDC-2010-01 Present Quarterly Financial Report for quarter ending December 31, 2009

V. REPORTS FROM CITY STAFF MEMBERS

1. Chris Bobbitt – Report on Vernon Castle Monument Restoration
2. Cathy Morris – Report on Code Compliance

VI. REPORTS OF CITY MANAGER

G-1893 Accept financial report for month of December 2009
G-1894 Establish priorities for small drainage projects using Storm Water Utility Program

VII. INFORMAL CITIZEN COMMENTS – State Law prohibits any deliberation of or decisions regarding items presented in informal citizen comments. City Council may only make a statement of specific factual information given in response to the inquiry; recite an existing policy; or request staff place the item on an agenda for a subsequent meeting.

VIII. ADJOURNMENT

WORKSESSION

1. Discuss Core Value Statement



**MINUTES
OF THE MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, JANUARY 7, 2010**

The regular meeting of the Benbrook City Council was held on Thursday, January 7, 2010 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich
Charlie Anderson
Keith Bailey
Rickie Allison
Jim Wilson
Mark Washburn
Ron Sauma

Also Present:

Andy Wayman, City Manager
Joanna King, City Secretary
Dave Gattis, Deputy City Manager
James Mills, Police Chief

Others Present:

Ed Gallagher, City Planner
Robert Rowley, City Engineer
Members of the Western Hills High School Cougar
Band
and 2 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 Dr. Larry Sanders with Trinity Hills Baptist Church.
The Pledge of Allegiance was recited.

III. MINUTES

1. Minutes of the regular meeting held December 3, 2009

Motion by Mr. Wilson, seconded by Mr. Allison to accept the minutes of the regular meeting held December 3, 2009 as presented.

Vote on the Motion:

Ayes: Mr. Anderson, Mr. Bailey, Mr. Allison, Mayor Dittrich, Mr. Wilson, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

IV. CITIZEN PRESENTATION

1. Patty Bissey – Western Hills Cougar Band summary of accolades for the 2009 fall season

Patty Bissey gave a summary of the accomplishments and awards received by the Western Hills High School Cougar Band during the past season.

Mayor Dittrich and members of City Council expressed their appreciation to the Band for their representation of the school as well as the City.

V. REPORTS OF CITY MANAGER

G-1890 Approve Memorandum of Understanding between Fort Worth Independent School District and City of Benbrook to facilitate Department of Justice Community Policing Services

Police Chief James Mills gave the following report: In 2009, the Benbrook Police Department was awarded a grant under the U.S. Department of Justice Community Oriented Policing Services - Secure Our Schools Program. The grant may only be used to purchase school security related equipment and requires a fifty percent (50%) match. The Department of Justice has allocated \$80,620 for this project and the Fort Worth Independent School District has agreed to provide the remaining fifty percent (50%) cash match of \$80,620, for a total project cost of \$161,240. The grant funds will be used to purchase and install surveillance cameras, monitoring systems, metal detectors, and portable graffiti cameras.

Under the proposed agreement, Fort Worth ISD will make all purchases and provide appropriate documentation to the City for the administration of the grant. Benbrook will act as a fiscal agent, coordinating reimbursements from the U.S. Department of Justice to the Fort Worth Independent School District. A Memorandum of Understanding (MOU) between the City of Benbrook and the Fort Worth ISD is necessary to facilitate the agreement.

Motion by Mr. Anderson, seconded by Mr. Sauma to approve the Memorandum of Understanding between the Fort Worth Independent School District and the City of Benbrook to facilitate the Department of Justice Community Oriented Policing Services – Secure Our Schools Grant.

Vote on the Motion:

Ayes: Mr. Anderson, Mr. Bailey, Mr. Allison, Mayor Dittrich, Mr. Wilson, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

G-1891 Consider Projects and Hold Public Hearing for 36th Year Community Development Block Grant project

Mr. Gattis gave the following report: The Community Development Block Grant program is administered by HUD to benefit low to moderate income residents. Benbrook participates through the Tarrant County Mayors' Council.

Eligible project include:

- Public facilities such as streets, sidewalks, water and sewer facilities, parks in low income areas, and senior citizen centers
- Removal of architectural barriers to the handicapped
- Housing rehabilitation and code enforcement in low income areas
- Public services such as employment services, crime prevention, child care, drug abuse prevention, etc. directed at low income areas (15% cap)
- Job creation and business retention in low income areas

HUD is increasingly restrictive on uses of CDBG funds.

Potential projects are:

- Contract with Fort Worth Transportation Authority for Elderly and Handicapped Transit service
- Pay salary of Senior Citizens Coordinator
- Improve Handicapped Access within Dutch Branch Park – project would include 20 elevated wheelchair viewing stands, ramps and paved approaches
- Reduce User Fees at Benbrook Community Center/YMCA
- Housing Rehabilitation

Mayor Dittrich opened the public hearing at 7:51 p.m. No one spoke to the item. Mayor Dittrich closed the public hearing at 7:52 p.m.

Mr. Gattis stated staff recommends that the City Council direct staff to prepare the 36th Year Community Development Block Grant application to include:

Elderly and Handicapped Transit	\$	7,529
Senior Citizens Coordinator		19,448
Wheelchair view stands in Dutch Branch Park		53,043
Housing rehabilitation		9,980

Motion by Mr. Allison, seconded by Mr. Bailey to accept Staff recommendations for the 36th Year Community Development Block Grant application.

Vote on the Motion:

Ayes: Mr. Anderson, Mr. Bailey, Mr. Allison, Mayor Dittrich, Mr. Wilson, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

**G-1892 Public Right-of-Way Use License with Barnett Gathering L.P.
(Natural Gas Pipeline Crossing)**

Mayor Dittrich announced that this item had been withdrawn by Staff for consideration at a later meeting.

VI. INFORMAL CITIZEN COMMENTS

VII. ADJOURNMENT

Meeting adjourned at 7:53 P.M.

APPROVED

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 01/21/10	REFERENCE NUMBER: G-1893	SUBJECT: Accept financial report for month of December 2009	PAGE: 1 of 1
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GENERAL FUND REVENUE

Revenue for the month of December totaled \$4,056,132. Almost all collections (\$3,818,778) came from Property Taxes. The only other significant revenue came from Sales Taxes (\$106,834). Year-to-date collections are \$5,343,190 and are \$740,994 over last year's collections to date of \$4,602,196.

Sales tax collections are down approximately 6% from the adopted budget. If this trend continues, sales tax revenue would decrease by approximately \$100,000 for the fiscal year. A projected increase in building permit fees and Benbrook's historic spending controls should more than account for this potential revenue loss. Although Staff is not overly concerned, we will continue to closely monitor sales tax receipts.

GENERAL FUND EXPENDITURES

December expenditures totaled \$1,006,189. At December 31, revenues exceeded expenditures by \$1,895,859.

DEBT SERVICE

Debt Service revenues were \$161,487 through the end of December. No debt payments have been made.

CAPITAL PROJECTS

Capital Projects revenues have been \$422,409, with \$79,934 coming from a mineral lease, \$100,000 from the Chesapeake annual donation and the balance coming from Storm Water Fees. Expenditures were \$209,946.

INVESTMENTS

Investments were \$16,679,946 at December 31, 2009. This entire amount is available immediately if needed.

RECOMMENDATION

Staff recommends that City Council accept the monthly financial report for the month of December, 2009.

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: 01/21/10	REFERENCE NUMBER: G-1894	SUBJECT: Establish priorities for small drainage projects using the Storm Water Utility Program	PAGE: 1 of 4
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BACKGROUND

The Benbrook City Council established the Storm Water Utility system in September, 2007. While the majority of the funds are used to retire debt related to drainage projects, the City Council budgets approximately \$100,000 annually for the construction of small drainage projects. A portion of this year's budget has been used to cover unexpected costs on the Plantation East Creek project and for some small engineering projects, but there is still approximately \$50,000 available for small projects in this fiscal year's budget.

The staff originally planned to construct bank stabilization improvements along Timber Creek near the 1800 block of Timberline Drive during this fiscal year, but the scope and complexity of the project has resulted in an estimated cost of nearly \$800,000 by a consulting engineering firm (Kimley-Horn), with part of the cost related to permitting the project through the U.S. Army Corps of Engineers. Staff is evaluating other options that could reduce the expense to as little as \$250,000; however, the staff has not reached a level of confidence to reduce the project estimate from that initially established by the consulting engineers. Staff is also evaluating an interim, in-house solution that may help reduce the erosion the issue. The property owner that is most affected is offering to assist the City with permitting from the U. S. Army Corps of Engineers for the interim option.

The staff receives occasional telephone calls from citizens regarding drainage concerns during heavy rains that may be corrected by the small drainage project program using the storm water utility. From these calls, and subsequent investigations by staff, the staff has compiled a list of potential projects.

POTENTIAL DRAINAGE PROJECTS

There are several small drainage projects that could alleviate drainage problems for some Benbrook residents. Projects that cost more than \$100,000 will require a multi-year commitment of funds. The following projects are listed by cost per property protected:

Drainage Projects under \$100,000 (in order of priority based on cost per house protected):

- Briar Run (Exhibit 1):** The pasture south of Briar Run has a low area that does not drain well, causing water to stand and encroach into the rear yards of residents on Briar Run and Timberline Drive. Several times this past year, Public Services has placed pumps in this area to help drain the pond and protect the houses. The stagnant water causes odors, provides an area for mosquitoes to breed, and is a potential health problem. There are approximately 11 houses adjacent to the pond area. The staff proposes to install a

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

DATE: 01/21/10	REFERENCE NUMBER: G-1894	SUBJECT: Establish priorities for projects using the Storm Water Utility Program	PAGE: 2 of 4
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24-inch storm drain (or larger) to drain the pond area to the Trinity River. Staff currently is surveying for the purpose of designing the storm drain and acquiring the necessary drainage easement.

Estimated project cost: **\$50,000 (\$4,545 per dwelling unit)**

2. **Edge Hill Road (Exhibit 2):** During heavy rains, the intersection of Edge Hill Road and Timberline Drive floods and threatens five lots near the intersection. The immediate cause of the problem is inadequate storm drain inlets and pipe capacity to drain the intersection to Dry Branch. The staff recommends installing additional inlets and a 27-inch storm drain in Edge Hill Road to intercept the flow before it gets to the intersection. During severe flooding events, water in Dry Branch may limit the ability of the storm drain system to operate properly (see Dry Branch project below.)

Estimated project cost: **\$84,000 (\$16,800 per dwelling unit)**

3. **Bryant Street (Exhibit 3):** During medium to heavy rains, water tops the curb and threatens to flood approximately three houses on the east side of Bryant just south of Childers Avenue. The proposed project includes installing 450 linear feet of 36-inch storm drain and two curb inlets along Bryant Street.

Estimated project cost: **\$93,000 (\$31,000 per dwelling unit)**

Drainage Projects over \$100,000 (in order of priority based on cost per house protected):

1. **Tara Culvert (Exhibit 4):** There are two 9-feet by 8-foot box culverts underneath Tara Drive which provide flooding relief on Plantation East Creek. In recent months, City Staff has noted deterioration of the concrete along portions of the box culvert potentially affecting the street above. The final report from the UTA Engineering Department is expected shortly, but preliminary reports indicate that some sections of the culvert may need to be replaced.

Estimated project cost: **not yet known**

2. **Dry Branch (Exhibit 5)** Dry Branch is a tributary of Timber Creek and flows at the rear of approximately 38 houses between Timberline Drive and Timbercreek Road. During heavy rains, the creek swells and floods portions of the rear yards. Just as importantly, flooding in Dry Branch results in water backing up in the adjacent storm drains systems, hindering their ability to properly drain the streets (see the Edge Hill Road project above.) The proposed project consists of constructing a wider improved channel for approximately 1,600 linear feet. There is sufficient easement available, but the project would require the removal of a number of large trees and other encroachments within the easement.

Estimated project cost: **\$660,000 (\$17,383 per dwelling unit)**

3. **Sundown Drive (Exhibit 6):** Storm water along Sundown Drive tops the curb at the 90-degree bend along the south side of the street and endangers approximately eight houses and their garages. The proposed project would include installing curb inlets and storm drain along Sundown, Sunnydale and Twilight Drives.

Estimated project cost: **\$290,000 (\$36,250 per dwelling unit)**

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4. **Van Deman Drive (Exhibit 7):** The home on the southwest corner of Chapin Road and Van Deman Drive floods repeatedly even during light rain events. There are no curb inlets at the intersection of Chapin Road and Van Deman Drive/Renzel Blvd. The water coming down Renzel Boulevard in Fort Worth from the north travels at a velocity great enough to cross Chapin Road, endangering one home. The intersection also can be hazardous to motorists during heavy rainfall. The proposed project includes installation of curb inlets at the intersection and a storm drain to carry the water to a tributary south and west of Van Deman Drive. This project may be included as part of a CIP project to reconstruct Chapin Road between Van Deman Drive and Loop 820.

Estimated project cost: **\$161,000 (\$161,000 per dwelling unit)**

POTENTIAL EROSION CONTROL PROJECTS

Staff is contacted periodically by property owners regarding stream bank erosion control projects. Normally, the erosion is occurring on private property (as most property lines extend to the center-line of the creek). Erosion is a naturally occurring phenomenon, a component of river (stream) morphology, whereby channels change over time. Erosion impacts properties on several creeks in Benbrook including Mary’s Creek, Timbercreek, Plantation West and East Creeks, Dry Branch Creek, etc. Normally, Benbrook and other cities do not undertake significant erosion control projects. Purchasing a home on a creek has many benefits including trees, wildlife, the sound of water, etc.; however, erosion is also a natural risk.

Staff has recently been contacted by two property owners regarding creek bank erosion.

1. **Plantation West Creek (Exhibit 8):** There has been erosion along Plantation West Creek north of Dawn Drive. The creek has eroded under one fence and a large tree has been undermined affecting two lots. This stream bank could be stabilized using interconnected concrete bags.

Estimated project cost: **\$20,000 Utilizing City forces (\$10,000 per dwelling unit)**

2. **Timberline Erosion (Exhibit 9):** Timber Creek runs behind several homes in the 1800 block of Timberline Road. The creek has eroded the backyards of some of these homes. One property has significant erosion that has taken much of the backyard, endangered a storage shed, and may over time endanger the home itself. The proposed project would armor the banks with 500 linear feet of modular walls similar to those on the Plantation East and West Creek drainage projects (which were built for flood control and not bank erosion protection.) In addition, a portion of the creek would be relocated to minimize the force of the runoff. The project will benefit approximately six lots and will require easements from the affected residents. The project will require approval from the U.S. Army Corps of Engineers. The Staff is attempting to identify a lower cost option (\$250,000 or \$41,667 per property) or a possible interim in-house solution. Due to the severity of erosion on this property, Staff is actively pursuing the in-house option.

Estimated project cost: **\$800,000 (\$133,333 per dwelling unit)**

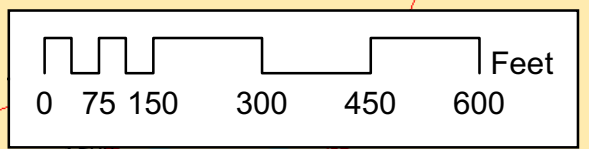
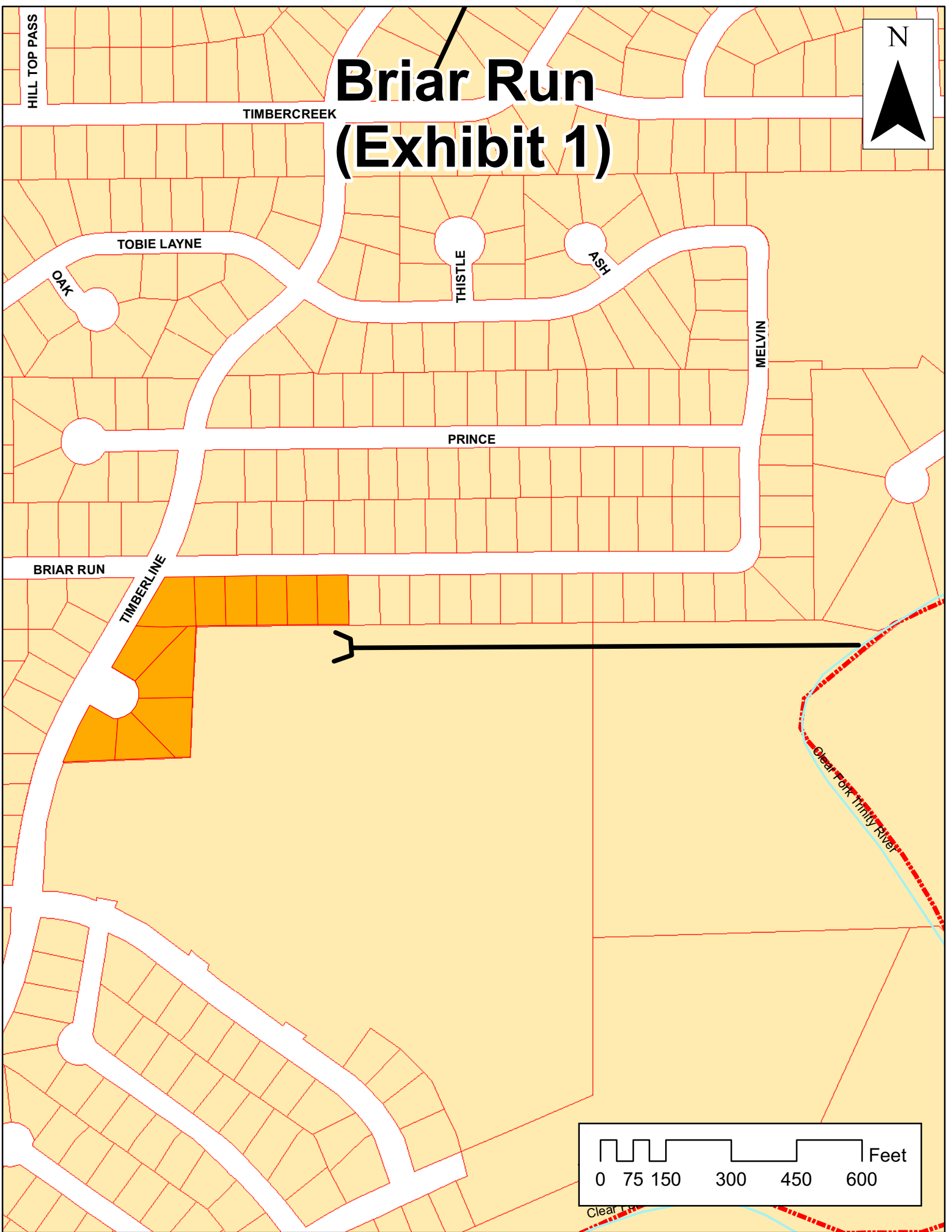
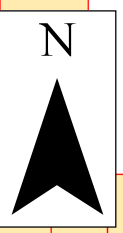
RECOMMENDATION

Staff recommends that City Council adopt the proposed priorities and schedule for small drainage projects to be funded from the Storm Water Utility:

Fiscal Year	Project	Cost
2009-10	Briar Run	\$50,000
2010-11	Edge Hill	\$84,000
2011-12	Tara Culvert repairs	Unknown
2012-13	Bryant Street	\$93,000
2013-19	Dry Branch	\$660,000

The City Council may want to consider other projects and/or priorities. Projects and priorities can be adjusted annually if new conditions dictate.

Briar Run (Exhibit 1)



Clear Fork Timity River

Edge Hill Road (Exhibit 2)



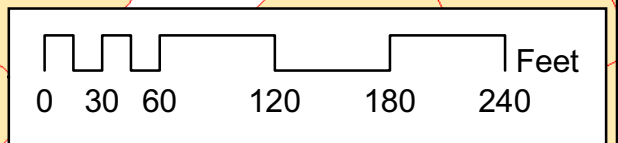
HIGH RIDGE

EDGE HILL

TIMBER

TIMBERLINE

TIMBERCREEK

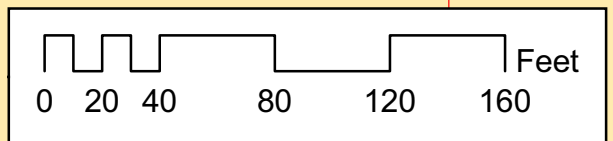
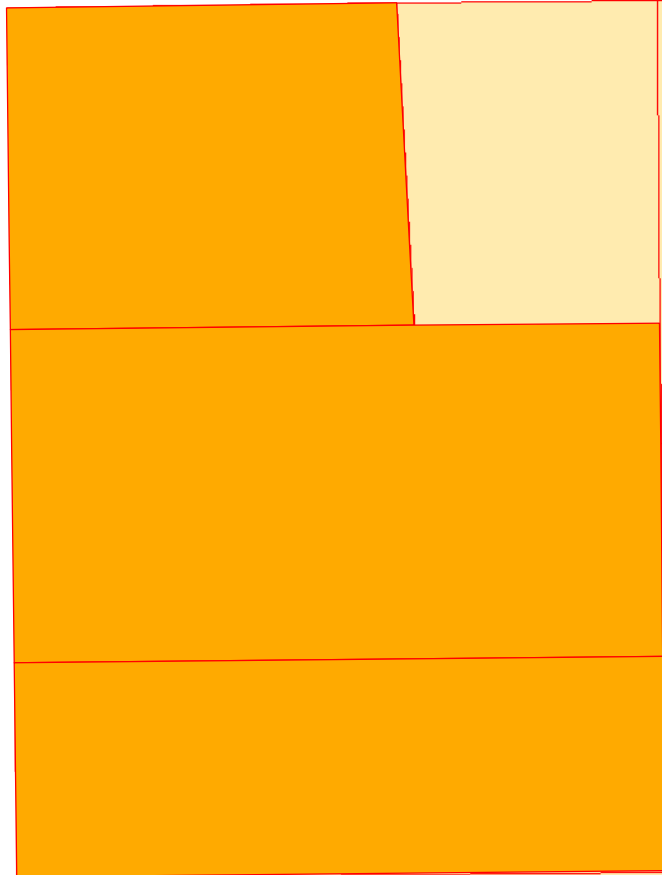


Bryant Street (Exhibit 3)



BRYANT

CHILDERS



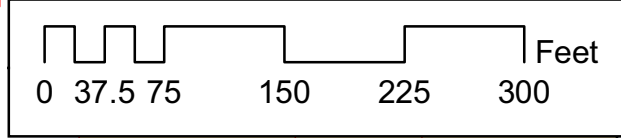
Tara Culvert (Exhibit 4)



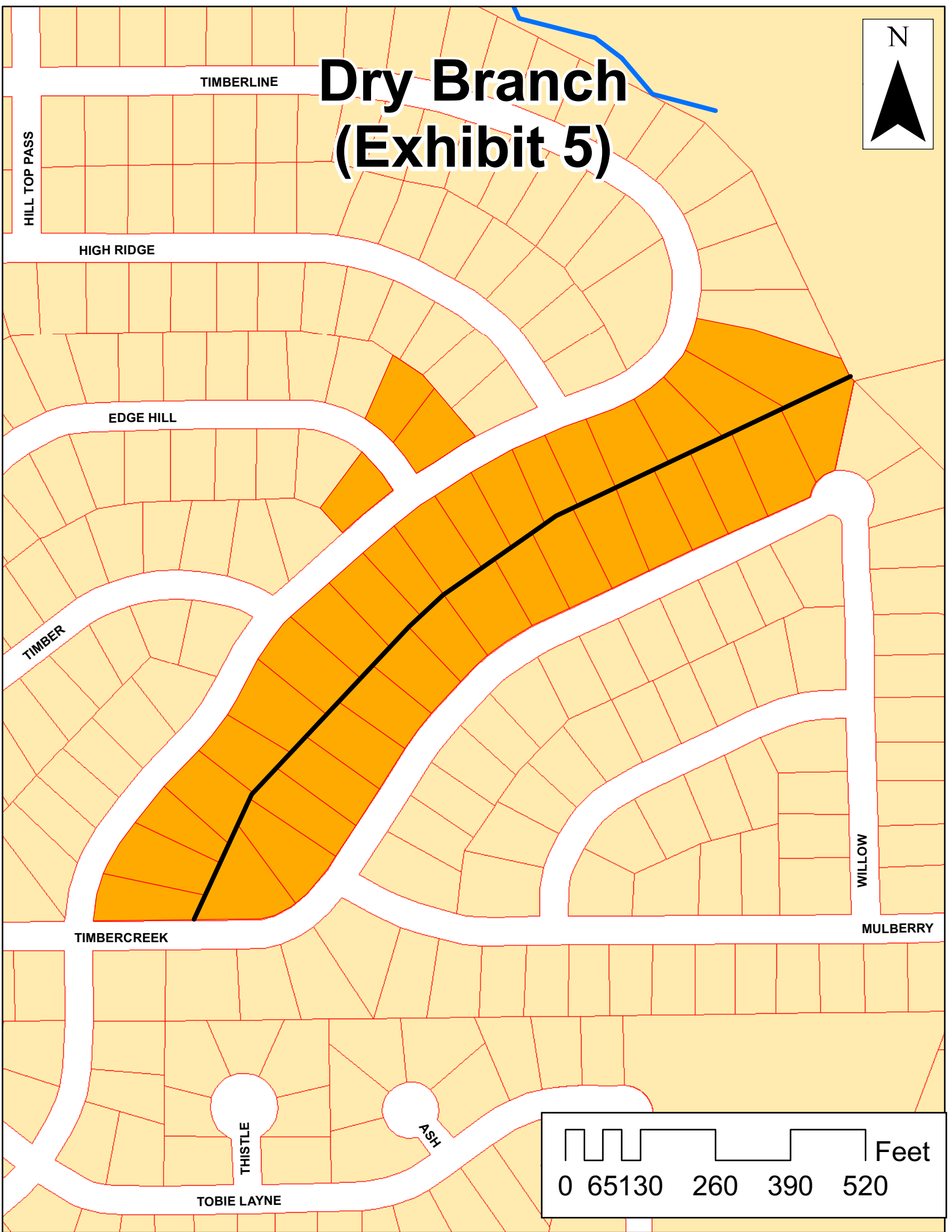
CIRCLE "S"

SPRINGRANCH

Stream



Dry Branch (Exhibit 5)



HILL TOP PASS

TIMBERLINE

HIGH RIDGE

EDGE HILL

TIMBER

WILLOW

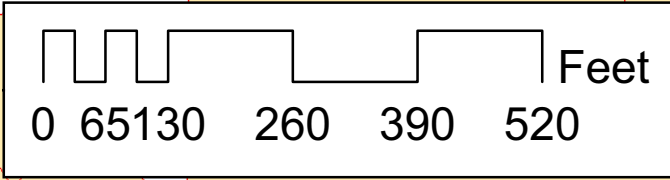
MULBERRY

TIMBERCREEK

THISTLE

ASH

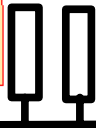
TOBIE LAYNE



Sundown Drive (Exhibit 6)

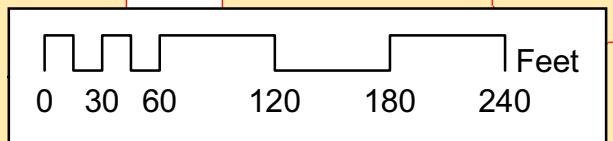


SUNNYDALE

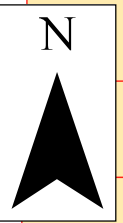


TWILIGHT

ELMWOOD



Van Deman Drive (Exhibit 7)

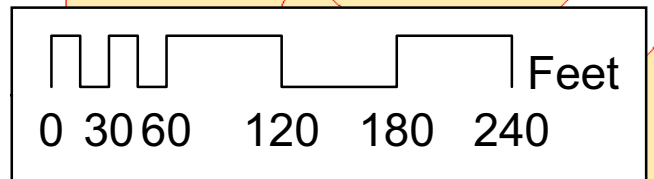


Fort Worth

Benbrook

CHAPIN

VAN DEMAN

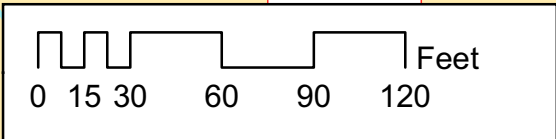


Plantation West Creek (Exhibit 8)



DAWN

MARY'S CREEK



Timberline Erosion (Exhibit 9)

