

**AGENDA  
BENBROOK CITY COUNCIL  
THURSDAY, APRIL 15, 2010  
911 WINSOTT 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 Gary Oliver with Tabernacle of Praise  
PLEDGE OF ALLEGIANCE**

**III. MINUTES**

1. Minutes of the regular meeting held April 1, 2010

**IV. PROCLAMATION/AWARDS/RECOGNITION**

1. Recognition of students from Leonard Middle School – D/FW Regional History Day
2. Recognition Ms. Hamlett-Williams and students from Leonard 6<sup>th</sup> Grade – Fund raising project for orphanage in Ghana

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

CC-2010-09 Nomination of Officers and Directors to 2010-2011 North Central Texas Council of Governments Executive Board

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

EDC-2010-04 Ratify Benbrook Economic Development Corporation quarterly finance report

**VII. REPORTS OF CITY MANAGER**

**A. GENERAL**

- G-1903 Accept financial report for quarter ending March 31, 2010
- G-1904 Accept Annual Comprehensive Financial Report
- G-1905 Approve quarterly Hotel/Motel Tax Fund report
- G-1906 Adopt Ordinance amending Chapter 10.24 of the Benbrook Municipal Code by revising the speed limits on the Southwest Boulevard (SH183) north and south frontage roads located in the City limits of Benbrook

**VIII. 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.

**IX. ADJOURNMENT**



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY APRIL 1, 2010**

The regular meeting of the Benbrook City Council was held on Thursday April 1, 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

Others Present:

Ed Gallagher, Planner  
Bob Rowley, City Engineer  
Walter Shumac, Public Service Director  
Bill Smith  
Kyle Carr  
John Castro  
Symantha Spence  
Dennis Snider  
Jim Amick  
Gale Spanley  
and 6 other citizens

**I. CALL TO ORDER**

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

**II. INVOCATION  
PLEDGE OF ALLEGIANCE**

Invocation given by Councilmember Mark Washburn  
The Pledge of Allegiance was recited.

### III. MINUTES

#### 1. Minutes of the regular meeting held March 18, 2010

Motion by Mr. Sauma, seconded by Mr. Wilson to accept the minutes of the March 18, 2010 regular City Council meeting.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

### PROCLAMATION/AWARD/RECOGNITION

#### 1. Proclamation – Benbrook Bicycle Safety and Awareness Week

Mayor Dittrich read and presented a proclamation to Mr. John Castro, representative of Westpark Elementary PTA and Gale Spanley, representing American Bicyclists designating the week of April 4-10, 2010 as Bicycle Safety and Awareness Week.

### IV. PRESENTATION BY MAYOR AND MEMBERS OF CITY COUNCIL

#### CC-2010-08 Receive Certificate of Unopposed Candidates and adopt Ordinance cancelling May 8, 2010 General Election

Joanna King, City Secretary presented certification to City Council of the unopposed candidates for election to office in the election scheduled for May 8, 2010. Those candidates are:

Member of the City Council, Place 2	Charlie Anderson
Member of the City Council, Place 4	Rickie Allison
Member of the City Council, Place 6	Mark Washburn

Motion by Mr. Bailey, seconded by Mr. Wilson to:

1. Accept the Certification of Unopposed Candidate, and
2. Adopt Ordinance No. 1300 cancelling the general election and declaring each unopposed candidate elected to office.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

Ordinance No. 1300 being “**AN ORDINANCE CANCELING THE MAY 8, 2010 REGULAR ELECTION AND DECLARING EACH UNOPPOSED CANDIDATE ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND, PROVIDING AN EFFECTIVE DATE.**”

**UNA ORDENANZA CANCELANDO LA ELECCIÓN REGULAR DEL 8 DE MAYO DE 2010 Y DECLARANDO ELECTO A OCUPAR EL PUESTO A CADA CANDIDATO SIN OPOSICIÓN; ESTIPULANDO QUE ESTA ORDENANZA SERÁ ACUMULATIVA DE TODAS LAS ORDENANZAS; ESTIPULANDO UNA CLÁUSULA DE SEPARACIÓN; ESTIPULANDO QUE SE PUBLIQUE EN EL PERIÓDICO OFICIAL Y, ESTIPULANDO UNA FECHA PARA QUE ENTRE EN VIGOR.**

## **V. REPORT OF CAPITAL IMPROVEMENTS PLAN ADVISORY COMMITTEE**

### **1. Presentation of Final Recommendations – Kyle Carr**

The Benbrook City Council appointed the CIP Advisory Committee in July 2009. The first meeting was held on July 31, 2009 with the election of the Chair and formation of three subcommittees. Those committees were 1) streets, 2) parks, and 3) public buildings.

The full committee and subcommittees met monthly from August 2009 through January 2010.

Kyle Carr, Chairman gave the following presentation of the final recommendations from the Capital Improvements Committee:

#### **Bonding Capacity**

The committee reviewed estimates of bonding capacity from different sources:

- Using debt service target of 10% of total revenues, staff projects capacity of selling \$6-7 million in bonds over next five years without exceeding debt service target.
- City’s Bond Advisory projects \$4.7-\$5 million could be sold without raising taxes assuming modest growth in assessed values (1-3% annual growth)
- City’s Comptroller has concerns that reduction in debt service tax rate and restructuring debt limits ability to sell bonds over next 10 years.

#### **CIP Subcommittees**

- The subcommittees reviewed dozens of potential projects for needs and cost
- Subcommittees made field visits to their projects
- Subcommittees made recommendations to the full committee
- In January, full committee made field trip to review every recommended project site
- On January 19, full committee voted to select project priorities

### **Animal Control Facility**

Project includes constructing a new 1,000 square foot animal control building adjacent to the existing dog building (690 sf) and new cat building (324 sf) in the City's Maintenance facility. Total estimated cost of \$131,127.

### **Bellaire Drive Bridge**

Project consists of building a two-lane bridge to connect the I-20 frontage road with Bellaire Drive. The primary purpose of this project is to provide better emergency response to Mont Del/Country Day Estates, as well as better connectivity between Mont Del area and South Benbrook. Total estimated cost of \$1,002,337.

### **Central Fire Station Expansion**

Project consists of remodeling the existing office and bunk space to increase the sleeping quarters, enlarge the day room, add a fitness area, and addition of a new expansion to accommodate new offices, emergency operations center, training room and storage area. Total estimated cost of \$1,902,164.

### **Whitestone Park**

In 2002, the City's Parks Board and City Council adopted a Conceptual Plan for the development of Whitestone Park. The Conceptual Plan includes site work, sidewalks and trails, exercise stations along walking trail, covered shelter, basketball court, playground, picnic tables and benches, lighting, restrooms, parking lot and landscaping.

The Parks Subcommittee of the CIP Advisory Committee recommended some minor changes to the Conceptual Plan, including a second entrance to the parking lot, deleting the sand volleyball court and adding a second pavilion/gazebo. For planning purposes, the staff believes that the differences in costs are not significant.

The estimated costs of the improvements are based on the 2002 Whitestone Park Conceptual Plan, with costs adjusted to 2012 using the ENR Construction Cost Index is \$1,222,341.

### **Dutch Branch Park**

Project consists of replacing all of the stadium light poles, backstops, outfield fencing, bleachers, play equipment at Robot Park (including a new surface), and exercise stations along the walking trail. Total cost estimate of \$454,355.

### **Fire Truck**

Project includes purchasing a new quintuple combination pumper to increase the Fire Department's fire fighting capabilities and improve the City's ISO rating. Total estimated cost of \$900,000.

### **Chapin Road (from Van Deman/Renzel to Loop 820)**

Project consists of constructing a 40-foot wide concrete street with curb and gutter and associated storm drainage, to replace the existing rural two-lane asphalt street with bar ditches on either side. The existing street is an undersized collector street with relatively large amount of traffic, including school buses. Total cost estimates of \$477,828.

### **Summary of Costs**

Street Bonds	\$1,530,000
Park Bonds	\$1,727,000
Community Facilities Bonds	\$3,066,750

The CIP Committee recommends that City Council call and election for November 2010 or May 2011 to authorize the issuance of these bonds.

Motion by Mr. Anderson, seconded by Mr. Sauma to accept the report and schedule a worksession for April 14, 2010 at 7:00 P.M. to discussion possible amendments to the recommendations before calling an election.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

## **VI. REPORTS OF CITY MANAGER**

### **A. GENERAL**

#### **G-1902 Adopt Ordinance Amending Budget for City Council Approved Projects**

Dave Gattis gave the following report: The City Council adopted the Annual Budget for the current Fiscal Year 2009-2010 by ordinance in September 2009.

Since that time, City Council has approved several projects and expenditures that were not part of that budget.

The Attorney General has ruled that a budget must be amended in the same manner in which it is adopted. Since the City budget is adopted by Ordinance, it may only be amended by Ordinance.

The budget changes include the construction of the Benbrook Community Center/YMCA expansion, construction of pedestrian bridges in Twilight Park and Timbercreek Park, and preparation of Letter of Map Revision application to the Federal Emergency Management Agency to revise floodplain boundaries in Trinity Estates and Trinity Gardens. These projects require the transfer of funds from unappropriated reserves into the Capital Projects, Parks, or General funds. Specifically, they require:

1. Transfer of \$614,900 from unappropriated reserves into the Buildings Fund to fund a portion of the expansion of the Benbrook Community Center/YMCA. The remaining funds come from contributions from Chesapeake Energy.
2. Transfer \$105,600 from unappropriated reserves to the Parks Fund to fund a portion of the pedestrian bridges in Twilight and Timbercreek Parks. The remainder of the funds are provided by parkland dedication fees from private developers.
3. Transfer \$7,500 from unappropriated reserves to the General fund to pay for expenses associated with preparing an application for a Letter of Map Revision to revise the FEMA flood maps in the Trinity Estates and Trinity Gardens subdivisions.

Motion by Mr. Allison, seconded by Mr. Wilson to adopt Ordinance No. 1301 amending the 2009-2010 Annual Budget.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

Ordinance No. 1301 being **“AN ORDINANCE AMENDING THE BUDGET FIGURES FOR THE FISCAL YEAR 2009 THROUGH 2010 BEGINNING OCTOBER 1, 2009 AND ENDING SEPTEMBER 30, 2010; PROVIDING A SAVINGS CLAUSE AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.”**

## **VII. INFORMAL CITIZEN COMMENTS**

**VIII. ADJOURNMENT**

Meeting adjourned at 8:01 P.M.

**APPROVED:**

\_\_\_\_\_  
**Jerry B. Dittrich, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Joanna King, City Secretary**

## Joanna King

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**From:** Joanna King  
**Sent:** Thursday, April 01, 2010 2:58 PM  
**To:** king@cityofbenbrook.com

Mrs. Morris,

Thank you again for honoring our students. Everyone can be in attendance on that evening; parents, teachers and students.

Student Names: Erica Johnson, Kayla Turner; Bridget Glass

Teachers: Wendy Woodley, Zach Tarrant

National History Day Theme: This year's theme was Innovation: Impact and Change in History. The girls chose to explore the impact of GPS devices. The title of their project is *GPS: Where are we now?*

Summary: On Saturday March 6th, these three young ladies represented Leonard Middle School by winning first prize in the Junior division group exhibit category at the DFW Regional History Day at the University of Texas at Arlington. Their project investigates life before GPS technology, and illustrates through brilliant research, the impact that GPS is having on the world as we speak. These three young ladies will take their project to the Texas State History Day on May 8th.

Thank you again-if there is anything else I can do, please let me know.

Zach Tarrant  
Social Studies LCT/Dept. Chair  
Leonard Middle School  
8900 Chapin Rd.  
Fort Worth, TX 76116  
(817) 560-5630 (work)



North Central Texas Council Of Governments

**TO:** NCTCOG Member Governments

**DATE:** March 29, 2010

**FROM:** Bobby Waddle  
NCTCOG President  
Mayor, City of DeSoto

**SUBJECT:** Election of Officers and Directors for 2010-2011 Executive Board

The Council of Governments will be electing Officers and Directors for 2010-2011 at its General Assembly meeting on Friday, June 18, 2010, at the Hilton Hotel in Arlington. Local officials from member governments are invited to submit recommendations for the Board positions on the enclosed forms. To assist in this process, a Nominating Committee consisting of several Past Presidents has been appointed. I will serve as Chair of the committee.

In 2010, there will be up to five open seats on the Executive Board as the current members that hold these seats are completing their two, 1-year terms. If one of these members is nominated and elected to serve as Secretary/Treasurer of the Board, that person will retain the seat currently held. In this case, there will be four open seats. With this understanding, nominations are in order for the following seats:

1. an elected official from any member city or county government
2. an elected official from a member city with less than 25,000 population
3. an elected official from a member city with 25,000 or more population
4. an elected official from a member city with 100,000 or more population
5. an elected official from a member county with less than 300,000 population

For your information, I have included a nomination form, the 2010 and known 2011 Board members and the structure of the Executive Board, along with contact information for the Nominating Committee.

**THE DEADLINE FOR NOMINATIONS IS FRIDAY, MAY 14, 2010.**

Please return your nominations by mail, or you may nominate online at [www.nctcog.org](http://www.nctcog.org) by clicking on General Assembly.

If you have any questions, please contact me or one of the other members of the Nominating Committee.

BW:sc  
Enclosures

**North Central Texas Council of Governments  
2010 – 2011 Executive Board Nominating Form**

**TO:** Bobby Waddle, NCTCOG President -- Chairman, Nominating Committee

**FROM:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
*Name* \_\_\_\_\_  
\_\_\_\_\_  
*Title* \_\_\_\_\_ *Local Government Represented* \_\_\_\_\_  
\_\_\_\_\_  
*Address* \_\_\_\_\_ *City/State/Zip* \_\_\_\_\_  
\_\_\_\_\_  
*Phone* \_\_\_\_\_ *Email* \_\_\_\_\_

**SUBJECT:** Recommendation for Local Elected Official to serve on NCTCOG's Executive Board

I would like to recommend the following local elected official for consideration by the Nominating Committee to serve on NCTCOG's 2010-2011 Executive Board.

\_\_\_\_\_  
*Name* \_\_\_\_\_  
\_\_\_\_\_  
*Title*  
(Mayor, Councilmember, City Commissioner, County Judge, County Commissioner, School Board President or Member)  
\_\_\_\_\_  
*Local Government Represented* (Population)  
\_\_\_\_\_  
*Address/City/State/Zip*

Additional supporting comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please attach a resume or additional biographical information.)

**THE DEADLINE FOR NOMINATIONS IS FRIDAY, MAY 14, 2010**

**Nominate:**

Online at [www.nctcog.org](http://www.nctcog.org) By Email at [scecil@nctcog.org](mailto:scecil@nctcog.org)  
(Click on General Assembly)

By Mail: Executive Directors Office  
North Central Texas Council of Governments  
P. O. Box 5888  
Arlington, Texas 76005-5888  
Fax (817) 704-2543

**North Central Texas Council of Governments**  
**2010-11 Executive Board Nominations**

**EXECUTIVE BOARD AND OPEN SEATS BY POPULATION CATEGORY**

<b><u>OFFICERS</u></b>	<b><u>2009-2010</u></b>	<b><u>2010-2011</u></b>
President	Bobby Waddle	Glen Whitley
Vice-President	Glen Whitley	Linda Koop
Secretary/Treasurer	Linda Koop	Open (must be a current Board member)
Past President	John Murphy	* Bobby Waddle

**DIRECTORS**

**Counties**

Largest (Selected by Dallas County)	Mike Cantrell, Dallas	Dallas County
2 <sup>nd</sup> Largest (Selected by Tarrant County)	Glen Whitley, Tarrant	Glen Whitley, Tarrant
300,000 +	Bobbie Mitchell, Denton	Bobbie Mitchell, Denton
300,000 -	John Matthews, Johnson	✓

**Cities**

Largest (Selected by City of Dallas)	Linda Koop, Dallas	Linda Koop, Dallas
2 <sup>nd</sup> Largest (Selected by City of Fort Worth)	Carter Burdette, Fort Worth	City of Fort Worth
100,000 +	Sherry Capehart, Arlington	✓
25,000 +	Allen Harris, The Colony	✓
25,000 +	Steve Terrell, City of Allen	Steve Terrell, City of Allen
25,000 -	Kelly Walker, University Park	Open Seat

**Any Government**

*Bobby Waddle, DeSoto	Open Seat
John Horn, Hunt County	John Horn, Hunt County

\* Past President does not fill a designated seat

✓Open seat unless incumbent is elected Secretary/Treasurer

# North Central Texas Council of Governments

## Executive Board Structure (According to NCTCOG Revised Bylaws)

### OFFICERS

#### President

(Elected by General Assembly. Must be a member of the Executive Board.)

#### Vice President

(Elected by General Assembly. Must be a member of the Executive Board.)

#### Secretary-Treasurer

(Elected by General Assembly. Must be a member of the Executive Board.)

#### Past President

(Automatic position on Executive Board.)

### DIRECTORS – Categorical Requirements

#### Representative of Largest Populated City

(Nominee selected by City of Dallas.)

#### Representative of Second Largest Populated City

(Nominee selected by City of Fort Worth.)

#### Representative of Largest Populated County

(Nominee selected by Dallas County.)

#### Representative of Second Largest Populated County

(Nominee selected by Tarrant County.)

#### Representative of a County with a Population of 300,001 or More

#### Representative of a County with Population of 300,000 or Less

#### Representative of a City with Population of 100,000 or More

#### Two Representatives of Cities with Populations of 25,001 or More

#### Representative of a City with Population of 25,000 or Less

#### Two Representatives from any Member Government

- ◆ *An Executive Board member must be a local elected official from a member government.*
- ◆ *If a director is elected to an officer position, that director will continue to represent the category that the director was originally elected to serve.*
- ◆ *No member government may have more than one (1) representative on the Board at any given time unless one of them is serving in the Past President position.*

North Central Texas Council of Governments  
2010 Executive Board Nominating Committee

Past Presidents

Bobby Waddle  
Mayor  
City of DeSoto  
211 Pleasant Run Rd.  
DeSoto, TX 75115  
972.230.9600  
bgwaddle@flash.net

John Murphy  
Councilmember  
City of Richardson  
P.O. Box 830832  
Richardson, TX 75083  
972.744.4203  
johnmurphy2@TX.RR.com

Chad Adams  
Former County Judge  
Ellis County  
105 YMCA Drive  
Waxahachie, TX 75168  
469.517.2000  
cadams@victrongroup.com

T. Oscar Trevino, Jr. P.E.  
Mayor  
City of North Richland Hills  
P.O. Box 820609  
North Richland Hills, TX 76182  
817.427.6062  
nrhoscscar@sbcglobal.net

Wayne Gent  
County Judge  
Kaufman County  
100 W. Mulberry  
Kaufman, TX 75142  
972.932.4331  
countyjudge@kaufmancounty.net

Mary Poss  
Former Acting Mayor  
City of Dallas  
6405 Mercedes Ave.  
Dallas, TX 75214  
214-738-0777  
mary@dallastex.com

Ron Harris  
Former County Judge  
Collin County  
2504 Maywood Lane  
McKinney, TX 75070  
972.841.5487  
ronharristx@gmail.com

James O'Neal  
Former Mayor Pro Tem  
City of Lancaster  
1156 Mississippi  
Dallas, TX 75207  
214.951.7300  
ameliaprint@sbcglobal.net

Ron Harmon  
Former County Commissioner  
Johnson County  
2917 Shore Line Drive  
Burleson, TX 76028  
817-343-8585  
ronwharmon@sbcglobal.net

Elzie Odom  
Former Mayor  
City of Arlington  
1019 Byron Ln.  
Arlington, TX 76012  
817.265.8804  
erodom@tx.rr.com

Jim Jackson  
State Representative  
1120 Metrocrest Drive #107  
Carrollton, TX 75006  
972.416.7698  
jim.jackson@house.state.tx.us

Jewel Woods  
Former Councilmember  
City of Fort Worth  
6125 Wales Ct.  
Fort Worth, TX 76133  
817.294.1516  
jewelm3@hotmail.com

Gary A. Slagel  
Mayor  
City of Richardson  
PO Box 830309  
Richardson, TX 75083  
972.744.4100  
gary.slagel@cor.gov

Jim Alexander  
Former Councilmember  
City of Denton  
PO Box 425889  
Denton, TX 76204  
940.898-2193  
jralexander1@verizon.net

Bill Lofland  
Former County Judge  
City of Rockwall  
1200 Ridge Road  
Rockwall, TX 75087  
972.771.5212  
bill\_lofland@juno.com

Roy Orr  
Former Commissioner  
Dallas County  
P. O. Box 10  
DeSoto, TX 75123  
972.230.0000  
roy@govrep.com



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 04/15/10	REFERENCE NUMBER: G-1903	SUBJECT: Accept financial report for quarter ending March 31, 2010	PAGE: 1 of 1
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**GENERAL FUND REVENUES**

Revenues for the month of March totaled \$1,176,437. Almost all of these collections (\$1,007,687) came from taxes with the largest amount (\$765,744) coming from Franchise Taxes. There were no other significant revenues received during March. Year-to-date collections were \$11,488,657 at March 31, and are ahead of last years collections by \$461,605.

**GENERAL FUND EXPENDITURES**

March expenses totaled \$984,474. At March 31, revenues exceeded expenses by \$5,041,462.

**DEBT SERVICE**

Debt Service revenues were \$982,456 through the end of March. Total debt payments through March 31 were \$803,259.

**CAPITAL PROJECTS**

Capital Projects revenues were \$588,540, with \$119,842 coming from mineral leases, \$100,000 from the Chesapeake annual donation and the balance coming from Storm Water Fees. Expenses through March 31 were \$1,534,613, with \$307,961 going toward the Benbrook Community Center/YMCA, \$597,159 going toward drainage projects and the balance going toward debt payments.

**INVESTMENTS**

Investments were \$18,350,448 at March 31, 2010. This entire amount is available immediately if needed.

**RECOMMENDATION**

Staff recommends that City Council accept the monthly financial report for the month of March, 2010.

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: 04/15/10	REFERENCE NUMBER: G-1904	SUBJECT: Accept Annual Comprehensive Financial Report	PAGE: 1 of 2
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Submitted for City Council's information and consideration is the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2009. The Finance Department prepared the report, which was reviewed and approved by Weaver and Tidwell, L.L.P., the City's independent auditor. The Auditor's Opinion is included on pages 1 – 2 of the CAFR.

As presented in previous years, the Finance Director has prepared the CAFR, which includes the audit as well as other related and more detailed information. Staff anticipates the CAFR will meet all requirements for the City to receive a Certificate of Achievement for Excellence in Financial Reporting for the twenty-sixth consecutive year.

### FINANCIAL HIGHLIGHTS

- Although the 2008-09 Budget projected a surplus of only \$159,913, the City ended the year with a surplus of \$1,277,196. This pushed total General Fund reserves to \$8,617,100 or 67.48% of total General Fund expenditures.
- General Fund revenues exceeded the original budget by \$616,837. Although building fees were under budget by almost \$59,000, Property Taxes (\$86,101), Sales Tax (\$116,888), Use of Money & Property (\$102,656), Fire Service Grants (\$213,385) and Ambulance Fees (\$71,193) more than made up the difference.
- The balance of the increase was due to department heads returning \$638,463 or 4.76% from their budgets.
- The assets of the City exceed its liabilities by \$52,909,388 at the close of business on September 30, 2009.
- The City's total capital assets decreased by \$4,720,121 to \$48,826,084. Almost all of this decrease was due to the EDC land sale.
- As of September 30, 2009, the City reported a combined ending balance of \$17,932,983.
- Long-term debt decreased by \$5,209,191, due to normal debt service payment decreases and the EDC paying off the balance of loans on the property sold.

### REPORT CONTENTS

This is the City's sixth report that conforms to GASB 34 reporting requirements. It is also the sixth time the report has been prepared for electronic distribution. The Introductory Section of the report will look the same as previous years.

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

DATE: 04/15/10	REFERENCE NUMBER: G-1904	SUBJECT: Accept Annual Comprehensive Financial Report	PAGE: 2 of 2
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**Financial Section**

The Financial Section contains the Auditor's Opinion on pages 1 -2, the Management's Discussion and Analysis (MD&A) on pages 3 – 7, the Basic Financial Statements on pages 8 – 30, the Required Supplementary Information on pages 31 – 33, and the Combining and Individual Fund Statements on pages 34 – 42. The MD&A is basically a summary of the entire report.

**Statements of Net Assets**

GASB 34 was enacted to provide a more comprehensive evaluation of a municipality's long-term financial position. Prior to GASB 34, cities looked at deposits and investments. After GASB 34, cities evaluate capital assets (buildings, roads, bridges, drainage improvements, etc.) and depreciate these assets. The City's total capital assets are \$95,799,292, with \$48,826,084 fully depreciated. In theory, the greater the depreciation number, the more critical it is for the government to invest in the replacement of these capital assets.

**Statement of Activities**

This statement (page 9) presents the cost for each operational area less any revenue produced by that area. As you may note, no area of the City's operation pays for itself.

**Statistical Section**

This was the third year for the new Statistical Section (pages 43 – 60) requirements. This section contains information on financial trends, revenue capacity, debt capacity, demographic and economic indicators, and other operating information.

**BUDGET ADJUSTMENTS**

Although when comparing budget amounts to actual expenses on pages 37 and 39 through 40, City Council may believe that a supplemental budget ordinance is necessary due to capital outlay being \$184,182 over the budget. The capital outlay amounts are part of the original division budgets and none of those budgets were over their appropriation.

**NEW REQUIREMENTS**

This was the City's first year to implement GASB 45, which covers Other Post Employment Benefits (OPEB). While this new regulation requires a special study and money to be set aside for possible future benefits, Staff does not believe the City will ever incur any liability in this area. The City does not provide retiree insurance benefits and TMRS is an account balance versus prescribed benefit retirement system.

**RECOMMENDATIONS**

Staff recommends that City Council accept the CAFR for the fiscal year ended September 30, 2009.



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 04/15/10	REFERENCE NUMBER: G-1905	SUBJECT: Approve quarterly Hotel/Motel Tax Fund report	PAGE: 1 of 1
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Attached for City Council's information and consideration is the Hotel Motel Occupancy Tax report for the period ending March 31, 2010.

### REVENUES

Revenues collected through March were \$55,053, with \$47,803 coming from bed tax. This amount is a decrease of over 38% or almost \$30,000 through March 31 of the previous year. City Council may want to consider some sort of additional advertising in support of our hotels if this trend continues into the summer months.

### EXPENSES

Total expenses for the quarter were \$30,908. Year-to-date expenses were \$71,216 at March 31. The Marketing and Visitor's Center had charges of \$20,816. Motel 6 submitted advertising related expenses of \$7,217, however only \$5,382 of that amount is budgeted for reimbursement. The Chamber mailed out 255 visitor packets and is requesting reimbursements of \$893. VSA has requested reimbursement of \$3,817 for ten art classes held at Leonard Middle School and two parent-student classes held at the Benbrook Library.

The HMOT Fund ended the period with a balance of \$443,221. Should HMOT revenue declines continue over the remainder of the fiscal year, the City may need to reduce or reallocate HMOT expenditures in the 2010/2011 fiscal year.

### RECOMMENDATIONS

Staff recommends that City Council approve the HMOT report for the period ending March 31, 2010.

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



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 04/15/10	REFERENCE NUMBER: G-1906	SUBJECT: Adopt Ordinance amending Chapter 10.24 of the Benbrook Municipal Code by revising the speed limits on the Southwest Boulevard (SH183) north and south frontage roads located in the City limits of Benbrook	PAGE: 1 of 1
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### **BACKGROUND**

The current posted speed limit for the frontage roads along Southwest Boulevard (SH 183) is 30 miles per hour within Benbrook (from the Clear Fork of the Trinity River Bridge to Bryant Irvin Road). In January, Staff received citizen inquires regarding the possibility of adjusting the speed limit. The citizens conveyed that the speed limits were artificially low and too slow for the roadway. Staff requested that the Texas Department of Transportation (TxDOT) conduct a speed study to evaluate the speed limit for this area.

According to State Law, speed limits are based on an engineering and traffic study. The general criterion for establishing speed limits is the 85<sup>th</sup> percentile speed, which is the speed at which 85 percent of the drivers drive at or below. Vehicle speed is most directly correlated with the speed a diver is comfortable driving for the given the roadway.

TxDOT completed the speed study in March. Based on the 85<sup>th</sup> percentile speed, TxDOT recommends increasing the speed limit from 30 MPH to 40 MPH. For traffic enforcement purposes, the change must be accompanied by a City ordinance raising the speed limit. The speed limit for the Southwest Boulevard frontage roads is contained in Section 10.24.020 of the Benbrook Municipal Code. The attached Ordinance amends the Municipal Code by removing the frontage roads from this section and including them in Section 10.24.040-Forty miles per hour.

### **RECOMMENDATION**

Staff recommends that the City Council adopt the attached Ordinance amending the speed limit on the Southwest Boulevard (SH 183) Frontage roads within the Benbrook City limits.

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