



**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:**

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**Jerry B. Dittrich, Mayor**

**ATTEST:**

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**Joanna King, City Secretary**