

AGENDA
BENBROOK CITY COUNCIL
THURSDAY, APRIL 7, 2022
911 WINSCOTT ROAD, BENBROOK, TEXAS
PRE-COUNCIL WORKSESSION 7:15 P.M.
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

Invocation To Be Given By Pastor Matt Kendrick With Redemption City Church

III. PLEDGE OF ALLEGIANCE

IV. CITIZEN COMMENTS ON ANY AGENDA ITEM (Citizen Comments Are Limited To 3 Minutes)

V. MINUTES

1. Approve Minutes Of The Regular Meeting Held March 17, 2022

Documents:

[CC MINUTES-03-17-22.PDF](#)

VI. PRESENTATION BY MAYOR AND MEMBERS OF COUNCIL

CC-2022-02 Accept Resignation From Michael Howard, Place 3 Benbrook Economic Development Corporation Board Of Directors

Documents:

[CC-2022-02 VACANCY PLACE 3 EDC.PDF](#)

[CC-2022-02 RESIGNATION LETTER MICHAEL HOWARD.PDF](#)

VII. REPORTS FROM CITY MANAGER

A. GENERAL

G-2553 Adopt Resolution To Participate In Tarrant County's 2022 HOME Program

Documents:

[G-2553 TARRANT COUNTY 2022 HOME PROGRAM.PDF](#)

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 information given in response to the inquiry; recite an existing policy; or request staff place the item on an agenda for a subsequent meeting. The exception to informal comments is that once an election date has been set by City Council comments relative to elections will not be broadcast on the City's cable channel. However, a copy of the tape containing citizens' comments will be available at city hall for review or purchase by interested citizens. (Citizen comments are limited to 3 minutes)

IX. COUNCIL MEMBER AND STAFF COMMENTS

Pursuant to the Texas Government Code, Chapter 551, Open Meetings, Section 551.0415, announcements from City Councilmembers and City Staff are limited to expressions of thanks; congratulations; condolences; recognition of public officials, employees or citizens; information regarding holiday schedules; reminders of community events or announcements involving an imminent threat to the public health and safety of the municipality that has arisen after the posting of the agenda. No discussion or formal action may be taken on these items at this meeting.

X. ADJOURNMENT



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, MARCH 17, 2022**

The regular meeting of the Benbrook City Council was held on March 17, 2022 at 7:30 p.m. in the Council Chambers with the following Council members present:

Larry Marshall, Mayor Pro-Tem
Renee Franklin
Gary Addison
Laura Mackey
Keith Tiner

Also Present:

Jim Hinderaker, Assistant City Manager
Joanna King, City Secretary
Beth Fischer, Deputy City Secretary
Rick Overgaard, Finance Director

Others:

Cheryl Richardson
Phyllis Harkins
Janice Howe
Josh Harville
Michael Barber
Alejandra Arevalo
and two other citizens

I. CALL TO ORDER

Meeting called to order at 7:30 p. m. by Mayor Pro-Tem Marshall.

II. INVOCATION/PLEDGE OF ALEGIANCE

Invocation was given by Councilmember Renee Franklin.
The Pledge of Allegiance was recited.

III. CITIZEN COMMENTS ON ANY AGENDA ITEM

IV. MINUTES

1. Approve minutes of the regular meeting held March 3, 2022

Motion by Ms. Franklin, seconded by Ms. Mackey to approve the minutes of the regular meeting held March 3, 2022.

Vote on the Motion

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

Noes: None

Motion carried unanimously.

V. PROCLAMATION/AWARDS/RECOGNITION

1. Proclamation – Child Abuse Prevention Month (Alliance for Children)

Mayor Pro-Tem Marshall read a Proclamation designating April as Child Abuse Prevention Month. The proclamation with presented to Cheryl Richardson with Alliance for Children.

VI. REPORTS FROM CITY MANAGER

A. GENERAL

G-2552 Accept finance report for period ending February 28, 2022

Rick Overgaard gave the following report: General Fund revenues for the month of February were \$2,931,524. Major revenues collected for the month include Property taxes of \$2,366,204, Franchise taxes of \$75,138, Permits of \$37,050, Fines and Forfeitures of \$41,472, Charges for Services of \$39,292, and Other Agency of \$83,432. Sales tax collected and recognized as revenue in February was \$275,285. Fiscal year to date sales tax is \$1,562,195, an increase of 11.46% over last year at this time. General Fund revenues collected through the end of February were \$15,961,932 and 74.8% of the budget.

General Fund expenditures for the month of February were \$1,123,334. Fiscal year to date expenditures were \$6,660,314 and 31.2% of the adopted budget.

Total General Fund revenues of \$15,961,932 were more than total General Fund expenditures of \$6,660,314 by \$9,301,618.

Debt Service revenues for the month of February totaled \$148,686 and were all from property tax. There were no expenditures in February. The next debt service payments are due August 1st.

EDC revenues through February were \$805,558. EDC expenditures through the end of February were \$183,243. Total revenues exceeded total expenditures by \$622,315.

Total revenues received through February were \$426,642 from stormwater utility fees, mineral lease revenue, and interest earnings. Total expenditures for the Capital Projects Fund were \$1,028,024 through the end of February. Total expenditures exceeded total revenues by \$601,382. Sufficient funds are available in the current fund balances of the Capital Projects Fund. This fund operates on a project basis rather than a specific fiscal year.

On February 28, 2022, the City had \$52,730,747 invested at varying interest rates; the EDC had \$5,781,926 available.

Motion by Mr. Tiner, seconded by Ms. Franklin to accept the finance report for the period ending February 28, 2022.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

VII. INFORMAL CITIZEN COMMENTS

VIII. COUNCIL MEMBER AND STAFF COMMENTS

Councilmember Franklin expressed appreciation to citizens and businesses for the success of the Benbrook Lions Club annual Chili Supper and Auction.

Ms. Franklin announced that Benbrook Chamber of Commerce and Par 3 will be holding a Clay Shoot event on March 18, 2022 from 8:00 AM to 1:00 PM at Defender Outdoors.

IX. ADJOURNMENT

Meeting adjourned at 7:45 p.m.

APPROVED:

Jason Ward, Mayor

ATTEST:

Joanna King, City Secretary



Memo To: Mayor Ward and Members of City Council

From: Joanna King, City Secretary

Subject: Accept resignation to Place 3 on the Benbrook Economic Development Board of Directors and determine method to fill vacancy

Date: April 7, 2022

On March 17, 2022 the City Secretary received a letter of resignation from Michael Howard, Place 3 on the Benbrook Economic Development Board of Directors.

Mr. Howard was appointed to Place 3 in December 2021 for a term to expire December 30, 2023. The EDC Board consists of seven (7) members.

The normal process for advertising and receiving applications for the various City Boards and Commissions will begin in September 2022. The applications will be presented to City Council at the last meeting in November for review. The appointments will then be made at the last meeting in December 2022.

At this time staff recommends City Council delay the appointment to the unexpired term until either the Board receives another resignation during 2022 or until the normal application process.

Joanna King

From: Joanna King
Sent: Thursday, March 17, 2022 5:01 PM
To: Joanna King
Subject: FW: BEDC Board of Directors

From: Michael Howard <>
Sent: Thursday, March 17, 2022 9:58 AM
To: Jessica James <jjames@benbrook-tx.gov>
Subject: BEDC Board of Directors

Good Morning Jessica,

I wanted to let you know that I will be unable to continue serving as a board member of the BEDC effective immediately.

Please let me know if you would like for me to return the BEDC Board of Directors Guide, name badge etc.

I sincerely do appreciate the opportunity which you & Ken extended to me and wish you well.

Kindest regards,

Michael Howard - Realtor®
Fathom Realty



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 04/07/2022	REFERENCE NUMBER: G-2553	SUBJECT: Adopt Resolution to Participate in Tarrant County's 2022 HOME Program	PAGE: 1 of 1
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The Department of Housing and Urban Development (HUD) appropriates funds to entitlement communities through the HOME Investment Partnership Block Grant (HOME) program. Tarrant County receives and administers the HOME funds on behalf of participating cities. The funds are targeted to benefit low-to-moderate income persons by providing rehabilitation for homeowner occupied, single-family dwellings. The rehabilitation program is managed by the Tarrant County Community Development (TCCD) office and individual residents work directly with TCCD.

HUD requires communities to provide a 30% match for all HOME expenditures. Benbrook is required to submit a letter and City Council resolution affirming the match as part of the application. The maximum amount that can be spent on one house is \$24,000 and Benbrook's match is \$7,200 per home.

Over the last four years, the City has spent the following funds on the HOME program:

- 2018 \$3,827.81
- 2019 \$8,363.18
- 2020 \$0 - application withdrawn
- 2021 \$1,776.75

FINANCING

Benbrook is requesting HOME funding of \$50,000 with a City match of \$15,000. The City match was approved in the FY 2021/22 budget.

RECOMMENDATION

Staff recommends the City Council adopt the resolution to participate in Tarrant County's 2022 HOME program.

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

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RESOLUTION NO. 2022-01

A RESOLUTION AUTHORIZING PARTICIPATION IN TARRANT COUNTY'S HOME INVESTMENT PARTNERSHIPS PROGRAM; AND AGREEING TO MEET ALL MATCH CONTRIBUTION REQUIREMENTS FOR THE EXPENDITURES UNDER THE TARRANT COUNTY HOME INVESTMENT PARTNERSHIPS PROGRAM FOR PROGRAM YEAR 2022.

WHEREAS, the HOME Program was created by the National Affordable Housing Act of 1990 (NAHA) and is intended to provide decent affordable housing to lower-income households; expand the capacity of nonprofit housing providers; strengthen the ability of state and local government to provide housing, and; leverage private-sector participation; and

WHEREAS, Tarrant County is a Participating Jurisdiction under the HOME Investment Partnerships Program in accordance with § 92.105; and

WHEREAS, the City of Benbrook is a member of the Tarrant County Urban County Community Development/HOME Consortium and is eligible to participate in the HOME program; and

WHEREAS, the City of Benbrook has requested \$50,000 in HOME funding to be expended on HOME eligible activities within the City's jurisdiction and has agreed to provide a 30% matching contribution for all HOME funds expended within the City of Benbrook, in accordance with §92.218; §92.219; and §92.220.

NOW, THEREFORE, BE IT RESOLVED THAT WE, THE CITY COUNCIL OF THE CITY OF BENBROOK, TEXAS:

I.

That the City is authorized to participate in Tarrant County's Home Investment Partnerships Program to assist low-income families make improvements to their homes.

II.

The City agrees to commit \$15,000 in matching contribution to affordable housing for all activities undertaken in our city through the HOME program.

PRESENTED AND PASSED on this 7th day of April, 2022, at a regular meeting of the City Council of the City of Benbrook, Texas.

Jason Ward
Mayor

ATTEST:

Joanna King
City Secretary