

**AGENDA**  
**BENBROOK CITY COUNCIL**  
**THURSDAY, MAY 19, 2022**  
**911 WINSOTT 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 Todd Pylant With First Baptist Church Of Benbrook

PLEDGE OF ALLEGIANCE

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

IV. MINUTES

1. Approve Minutes Of The Regular Meeting Held May 5, 2022

Documents:

[CC MINUTES-05-05-22.PDF](#)

V. CITIZEN PRESENTATION

1. Anne Mattern – Semi-Truck Parking In Residential Areas

Documents:

[CITIZEN PRESENTATION ANNE MATTRERN.PDF](#)

VI. REPORTS FROM CITY MANAGER

A. GENERAL

G-2559 Accept Finance Report For Period Ending April 30, 2022

Documents:

[G-2559 FINANCE REPORT -APR 22.PDF](#)

[G-2559 REVENUE CHART - APR 22.PDF](#)

[G-2559 EXPENDITURE CHART - APR 22.PDF](#)

[G-2559 SALES TAX COMPARISON - APR 22.PDF](#)

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 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)

#### VIII. 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.

#### IX. ADJOURNMENT



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, MAY 5, 2022**

The regular meeting of the Benbrook City Council was held on May 5, 2022 at 7:30 p.m. in the Council Chambers with the following Council members present:

Jason Ward, Mayor  
Renee Franklin  
Larry Marshall  
Dustin Phillips  
Gary Addison  
Laura Mackey  
Keith Tiner

Also Present:

Andy Wayman, City Manager  
Jim Hinderaker, Assistant City Manager  
Joanna King, City Secretary  
Beth Fischer, Deputy City Secretary

Others:

Janice Howe  
Michael Barber  
Terry Roach  
Lydia Hudson

**I. CALL TO ORDER**

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

**II. INVOCATION/PLEDGE OF ALEGIANCE**

Invocation was given by Pastor Seth Wigington with Restoration Family Church  
The Pledge of Allegiance was recited.

**III. CITIZEN COMMENTS ON ANY AGENDA ITEM**

**IV. MINUTES**

**1. Approve minutes of the regular meeting held April 21, 2022**

Motion by Dr. Marshall, seconded by Mr. Phillips to approve the minutes of the regular meeting held April 21, 2022.

Vote on the Motion

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

Noes: None

Motion carried unanimously.

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

**CC-2022-03 Nominations for the 2022-2023 North Central Texas Council of Governments Executive Board**

Dr. Marshall nominated Councilmember Renee Franklin to the 2022-2023 North Central Texas Council of Governments Executive Board.

No other nominations were made. Mr. Addison seconded Dr. Marshall's nomination.

Vote on the Nomination:

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

Noes: None

Motion carried unanimously.

**VI. REPORTS FROM CITY MANAGER**

**A. GENERAL**

**G-2558 Approve Temporary Emergency Shelter Agreements**

Jim Hinderaker gave the following report: As provided in the City's Emergency Management Plan, the Red Cross is chartered under federal law to provide mass care to victims of natural disasters. However, should Red Cross services not be available, The Church of Benbrook and the Restoration Family Church have agreed to make their facilities available as temporary shelters for people and pets in the event of natural disasters or emergency situations within the City.

Key elements of the agreements include:

- Church facilities will be designated as temporary emergency shelters
- Parties will share and maintain contact information allowing for access to church facilities on a 24-hour, 7-day a week basis
- City will provide and assist in the completion of reimbursement forms from federal, state and local governments for incurred expenses, but the City does not guarantee that all or any of the expenses will be reimbursed
- As provided by Texas law, the City will defend, indemnify and hold harmless the churches from and against claims arising out of the use of their facilities, excluding claims based on the sole or comparative negligence or intentional act of the church or its agents, officers or employees
- Parties may terminate the agreement by providing a 30-day written notice of termination

Motion by Mr. Tiner, seconded by Ms. Mackey to approve the temporary shelter agreements.

Vote on the Motion

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

Noes: None

Motion carried unanimously.

## **VII. INFORMAL CITIZEN COMMENTS**

Terry Roach and Lydia Hudson spoke.

## **VIII. COUNCIL MEMBER AND STAFF COMMENTS**

Councilmember Mackey thanked the teachers, volunteers and community for supporting the recent Benbrook Elementary Spring-Fling. She also thanked the community for their support for showing our teachers appreciation during Teacher Appreciation Week.

Councilmember Franklin expressed appreciation to:

1. YMCA for hosting the Healthy Kids Day.
2. YMCA for hosting the first annual Prayer Breakfast
3. Citizens that assisted in keeping an escaped cow safe on Mercedes Street until it could be placed back into the field.

Ms. Franklin announced:

1. Park Dedication for Former Mayor Jerry Dittrich to be held at 10:00 a.m. on May 7, 2022 on Cozby West.
2. Evening at the Library on May 13, 2022 where the plans for the new library will be displayed and the fundraiser will be kicked off.

Ms. Franklin recognized the passing of Pat Dunkin on April 25, 2022. Ms. Dunkin was a founding member of 4PAWS in 1997. Ms. Dunkin served the community in many ways including serving on the Chamber of Commerce as well as an elected official with the Benbrook Water Authority.

Councilmember Keith Tiner wished all Benbrook Mothers a Happy Mother's Day.

**IX. ADJOURNMENT**

Meeting adjourned at 7:47 p.m.

**APPROVED:**

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**Jason Ward, Mayor**

**ATTEST:**

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**Joanna King, City Secretary**

## Joanna King

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**From:** Anne Mattern [REDACTED]  
**Sent:** Monday, May 2, 2022 6:54 PM  
**To:** Joanna King  
**Subject:** Request to present to Benbrook City Council: Semi Truck Code Compliance

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Notice: EXTERNAL EMAIL! Phishing = #1 threat to Cyber Security. Is this a phishing email? – Look again!**

Hello Joanna,

I would like to present my concerns to Benbrook City Council regarding semi trucks parking in residential areas for home parking versus business parking purposes.

I will have handouts and a few power point slides. I am available for in person or online.

Do you have openings available?

Thank you,  
Anne

Anne Mattern  
4017 Sunnydale Drive  
Benbrook, TX 76116  
Cell: ☎ [REDACTED]  
Email: ✉ [REDACTED]



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 5/19/22	REFERENCE NUMBER: G-2559	SUBJECT: Accept finance report for period ending April 30, 2022	PAGE: 1 of 2
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### GENERAL FUND

General Fund revenues for the month of April were \$865,653. Major revenues collected for the month include Property taxes of \$121,383, Franchise taxes of \$131,650, Permits of \$61,990, Fines and Forfeitures of \$31,366, Other Agency of \$33,500, and Charges for Services of \$125,859. Sales tax collected and recognized as revenue in April was \$352,480. Fiscal year to date sales tax is \$2,123,218, an increase of 8.16% over last year at this time. A separate summary of sales tax revenue collections is provided for comparative purposes. General Fund revenues collected through the end of April were \$18,354,726 and 86.0% of the budget.

General Fund expenditures for the month of April were \$1,660,120. Fiscal year to date expenditures were \$9,935,839 and 46.5% of the adopted budget.

Total General Fund revenues of \$18,354,726 were more than total General Fund expenditures of \$9,935,839 by \$8,418,887.

### DEBT SERVICE

Debt Service revenues for the month of April totaled \$7,663 and were all from property tax. There were no expenditures in April. The next debt service payments are due August 1<sup>st</sup>.

### ECONOMIC DEVELOPMENT CORPORATION (EDC)

EDC revenues through April were \$1,110,489. EDC expenditures through the end of April were \$428,698. Total revenues exceeded total expenditures by \$681,791.

### CAPITAL PROJECTS

Total revenues received through April were \$1,088,249 from stormwater utility fees, mineral lease revenue, TIF income, and interest earnings. Total expenditures for the Capital Projects Fund were \$1,594,420 through the end of April. Total expenditures exceeded total revenues by \$506,171. 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.

SUBMITTED BY:	DISPOSITION BY COUNCIL: Y APPROVED    Y OTHER (DESCRIBE)	PROCESSED BY:
		CITY SECRETARY
CITY MANAGER		DATE:



DATE: 5/19/22	REFERENCE NUMBER: G-2559	SUBJECT: Accept finance report for period ending April 30, 2022	PAGE: 2 of 2
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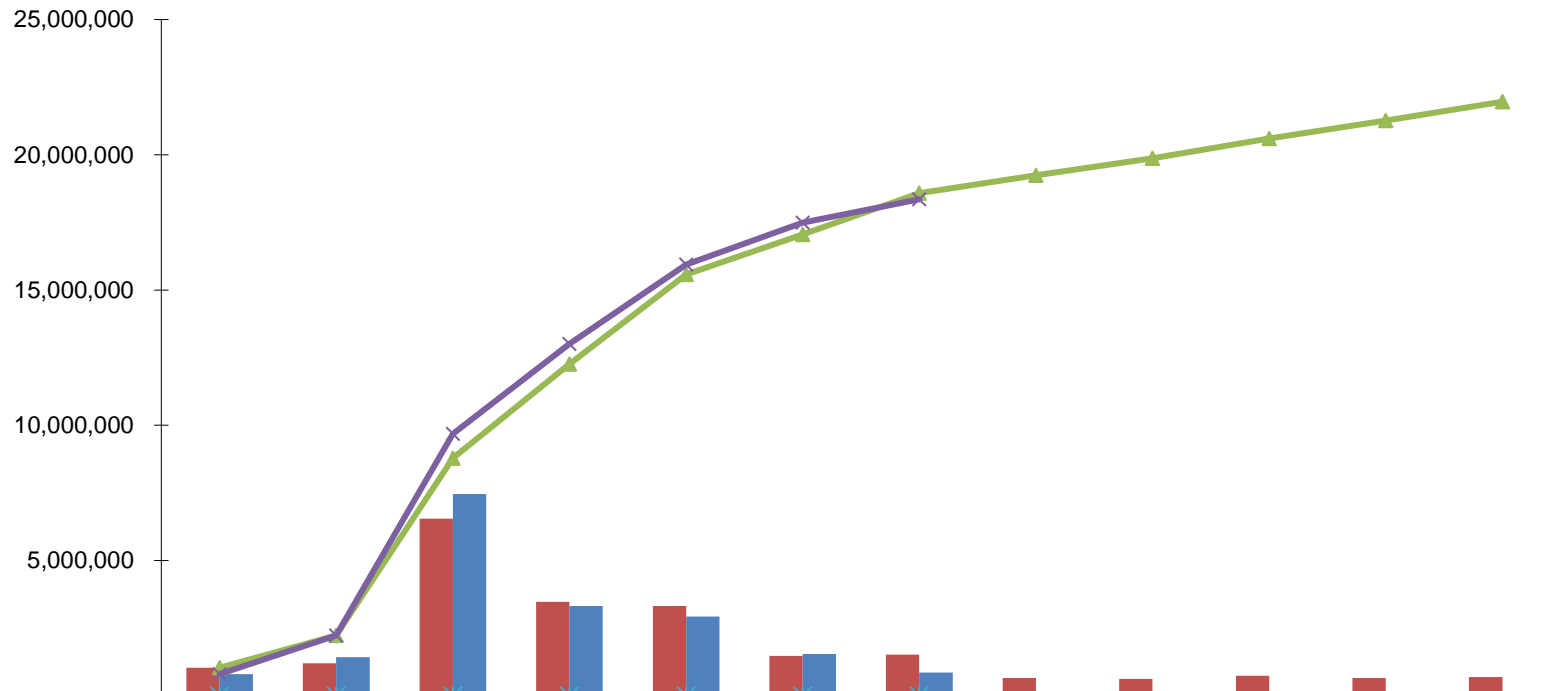
**CASH & INVESTMENTS**

On April 30, 2022, the City had \$51,779,421 invested at varying interest rates; the EDC had \$5,900,567 available.

**RECOMMENDATION**

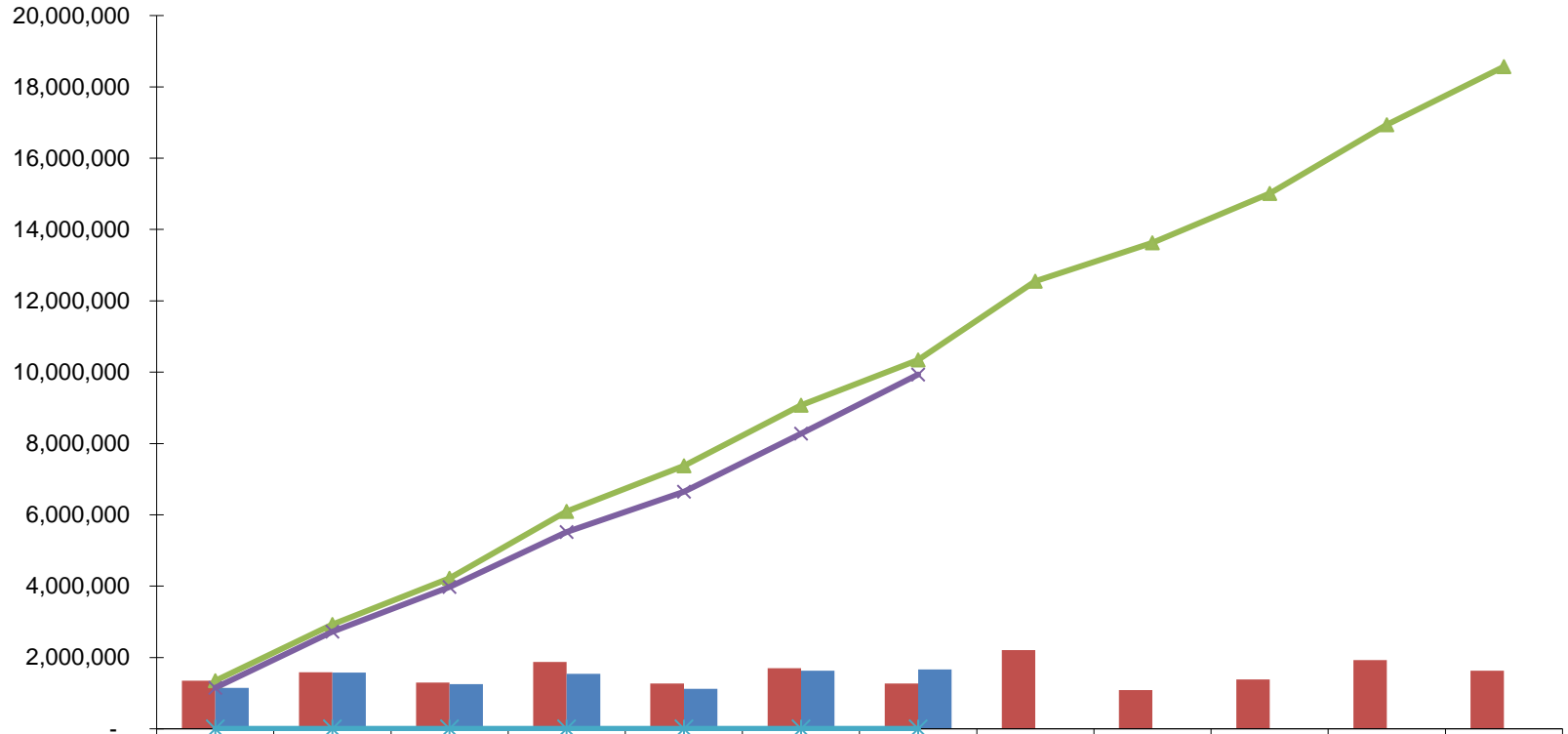
Staff recommends that City Council accept the finance report for the period ending April 30, 2022.

### General Fund Revenue Trend Comparison



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
2020-21	1,038,130	1,198,556	6,546,175	3,479,275	3,317,859	1,472,220	1,526,577	664,274	624,834	739,353	660,762	693,140
2021-22	804,896	1,423,948	7,461,991	3,322,787	2,931,524	1,543,927	865,653					
YTD 2020-21	1,038,130	2,236,685	8,782,860	12,262,135	15,579,995	17,052,214	18,578,792	19,243,066	19,867,900	20,607,253	21,268,014	21,961,155
YTD 2021-22	804,896	2,228,844	9,690,835	13,013,622	15,945,146	17,489,073	18,354,726					
% Increase 20-21 to 21-22	-22.47%	-0.35%	10.34%	6.13%	2.34%	2.56%	-1.21%					

### General Fund Expenditure Trend Comparison

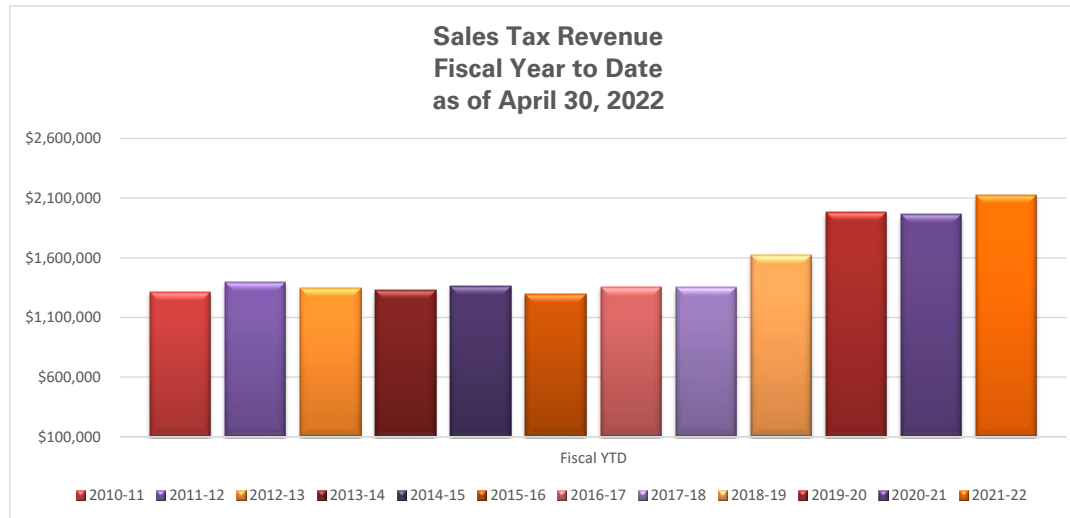


	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT
2020-21	1,346,495	1,581,672	1,294,734	1,876,841	1,274,459	1,699,909	1,270,477	2,204,684	1,082,069	1,380,611	1,927,746	1,626,572
2021-22	1,149,623	1,576,160	1,249,061	1,545,350	1,123,334	1,632,190	1,660,120					
YTD 20-21	1,346,495	2,928,167	4,222,901	6,099,742	7,374,201	9,074,110	10,344,586	12,549,270	13,631,339	15,011,950	16,939,695	18,566,269
YTD 21-22	1,149,623	2,725,783	3,974,844	5,520,194	6,643,528	8,275,719	9,935,839					
% Change 2020-21 to 2021-22	-14.62%	-6.91%	-5.87%	-9.50%	-9.91%	-8.80%	-3.95%					

## City of Benbrook Sales Tax Analysis April 30, 2022

Fiscal Year	Fiscal YTD	October	November	December	January	February	March	April	May	June	July	August	September	Annual Total
2010-11	\$ 1,313,054	\$ 212,494	\$ 161,967	\$ 160,492	\$ 199,141	\$ 190,084	\$ 143,760	\$ 245,116	\$ 223,000	\$ 181,216	\$ 229,160	\$ 196,711	\$ 175,140	\$ 2,318,281
2011-12	1,394,739	218,564	161,430	186,638	251,517	168,551	171,053	236,986	178,165	188,604	218,557	178,708	161,070	2,319,841
2012-13	1,349,617	215,752	184,452	181,368	222,555	170,084	174,164	201,241	164,765	202,525	211,491	178,411	170,324	2,277,131
2013-14	1,328,695	215,869	177,403	161,342	234,503	154,780	155,432	229,367	176,980	175,792	217,955	199,305	187,172	2,285,899
2014-15	1,365,323	215,101	207,526	173,580	236,852	149,782	162,730	219,751	181,230	163,667	213,300	189,185	164,742	2,277,446
2015-16	1,297,526	216,144	177,560	175,150	202,909	149,580	153,523	222,661	158,987	177,732	210,000	154,708	182,656	2,181,609
2016-17	1,354,327	204,261	175,885	172,554	240,121	171,805	163,151	226,550	184,775	200,138	206,455	175,522	176,026	2,297,243
2017-18	1,351,956	218,480	168,272	178,150	230,346	169,346	147,291	240,071	197,667	204,243	245,717	244,494	160,148	2,404,224
2018-19	1,625,452	259,437	224,991	216,094	264,926	205,387	193,520	261,099	227,863	235,611	250,363	253,206	253,500	2,845,995
2019-20	1,979,404	303,508	251,579	243,434	318,986	241,710	315,310	304,877	268,174	264,380	304,404	242,843	249,696	3,308,900
2020-21	1,963,070	301,658	251,886	256,790	358,452	232,781	210,428	351,076	275,930	245,557	323,619	271,753	279,139	3,359,068
2021-22	2,123,218	335,246	280,571	294,726	376,366	275,285	208,543	352,480						2,123,218

Change 2010-11 to 2011-12	6.22%
Change 2011-12 to 2012-13	-3.24%
Change 2012-13 to 2013-14	-1.55%
Change 2013-14 to 2014-15	2.76%
Change 2014-15 to 2015-16	-5.23%
Change 2015-16 to 2016-17	4.38%
Change 2016-17 to 2017-18	-0.18%
Change 2017-18 to 2018-19	20.23%
Change 2018-19 to 2019-20	21.78%
Change 2019-20 to 2020-21	-0.83%
Change 2020-21 to 2021-22	8.16%



<b>Budget 2021-22</b>	<b>\$ 3,250,000</b>
<b>Projected 2021-22</b>	<b>3,250,000</b>
<b>Variance from Budget</b>	<b>\$ -</b>