

**AGENDA  
BENBROOK CITY COUNCIL  
THURSDAY, AUGUST 1, 2019  
INTERVIEWS WITH ZBA/APPEALS COMMISSION CANDIDATES 6:30 P.M.  
CENTRAL CONFERENCE ROOM  
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

Invocation To Be Given By Reverend Don Petty With Benbrook United Methodist Church

PLEDGE OF ALLEGIANCE

III. INFORMAL CITIZEN COMMENTS AND COMMENTS ON ANY AGENDA ITEM

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.

IV. MINUTES

1. Approve Minutes Of The Regular Meeting Held July 18, 2019

Documents:

[CC MINUTES-07-18-19.PDF](#)

V. CITIZEN PRESENTATION

1. Denis Greer - Request Ordinance Amendment As It Pertains To Parking On Rolling Hills

Documents:

[CITIZEN REQUEST - DENIS GREER.PDF](#)

2. Bob Putnam – Request Ordinance Requiring Pet Owners To Collect And Remove Their Animal's Waste

Documents:

[CITIZEN REQUEST - BOB PUTNAM.PDF](#)

VI. REPORTS FROM CITY MANAGER

## A. GENERAL

G-2418 Accept Finance Report For Period Ending June 30, 2019

Documents:

[G-2418 FINANCE REPORT JUNE 2019.PDF](#)  
[G-2418 REVENUE CHART JUNE 2019.PDF](#)  
[G-2418 EXPENDITURE CHART JUNE 2019.PDF](#)  
[G-2418 SALES TAX COMPARISON JUNE 2019.PDF](#)

G-2419 Approve Investment Report For Quarter Ending June 30, 2019

Documents:

[G-2419 APPROVE INVESTMENT REPORT - JUNE 2019.PDF](#)  
[G-2419 INVESTMENT REPORT - JUNE 2019 \(1\).PDF](#)

G-2420 Accept 2019 Certified Appraisal Roll, Set Anticipated Collection Rate, And Appoint An Officer To Calculate The Effective Tax Rate And Roll Back Tax Rate

Documents:

[G-2420 CERTIFIED APPRAISAL ROLL - 2019.PDF](#)  
[G-2420 CERTIFIED TAD 2019.PDF](#)

G-2421 Authorize Interlocal Agreement With Benbrook Water Authority For Street Cut Repair Services

Documents:

[G-2421 STREET CUT.PDF](#)  
[G-2421 AGREEMENT STREET CUT.PDF](#)

G-2422 Authorize Interlocal Agreement With Benbrook Water Authority For Residential Refuse And Storm Water Utility Fee Billing And Payment Collection Services

Documents:

[G-2422 REFUSE AND STORM WATER BILLING.PDF](#)  
[G-2422 AGREEMENT UTILITY BILLING.PDF](#)

## VII. COUNCIL MEMBER AND STAFF COMMENTS

Announcements From City Councilmembers And City Staff May Be Made For Items To Include: Expression Of Thanks; Congratulations; Condolence; 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 Posing Of The Agenda. No Discussion Or Formal Action May Be Taken On These Items At This Meeting.

## VIII. ADJOURNMENT

### **WORKSESSION**

- 1. Review of HB2439 regarding municipal regulations of certain building products, materials and methods**
- 2. Discuss FY2019-2020 Budget**





**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
TUESDAY, JULY 18, 2019**

The regular meeting of the Benbrook City Council was held on Tuesday July 18, 2019 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich, Mayor  
Renee Franklin  
Larry Marshall  
Laura Mackey  
Ron Sauma

Also Present:

Andy Wayman, City Manager  
Jim Hinderaker, Assistant City Manager  
Hillary Cromer, EDC Analyst

Others Present:

Bill Smith  
Lynette Spence  
Boy Scout Troop 326 members  
Linda Clayton  
Moksha Rajahahendravorar  
Aashrita Rajahahendravorar  
Rose Morton  
Ray Pastusek  
Sandra Davis  
Gary Clayton  
Jacquiene Dyan  
Keith Sutton  
Taylor Elkins  
Whitten (canine adopted through 4PAWS)  
4PAWS members  
Caroline Lausch  
Lynda Monaco  
Darlene Kalil  
Sondra Higgs  
Gary Higgs

**I. CALL TO ORDER**

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

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Invocation given by Councilmember Laura Mackey.  
The Pledge of Allegiance was recited.

**III. MINUTES**

**1. Minutes of the regular meeting held July 2, 2019**

Motion by Dr. Marshall seconded by Mr. Sauma to approve the minutes of the regular meeting held July 2, 2019.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

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

**CC-2019-04 Adopt Resolution and Election Order calling for a General Election to be held on November 5, 2019; authorizing a Joint Election Agreement between Tarrant County and the City of Benbrook, Texas; and providing procedures for the conduct of the election**

**(Adoptar la Resolución y la Orden Electoral que piden que se celebren elecciones generales el 5 de noviembre de 2019; autorizar un Acuerdo Electoral Conjunto entre el Condado de Tarrant y la ciudad de Benbrook, Texas; y proporcionar procedimientos para la realización de la elección) (Áp dụng nghị quyết và lệnh bầu cử kêu gọi một cuộc tổng tuyển cử được tổ chức vào ngày 5 tháng mười một, 2019; cho phép một thỏa thuận bầu cử chung giữa quận Tarrant và thành phố Benbrook, Texas; và cung cấp các thủ tục cho việc tiến hành cuộc bầu cử)**

Motion by Dr. Marshall, seconded by Ms. Mackey to adopt Resolution 2019-05 and Election Order calling for a General Election to be held on November 5, 2019; authorizing a Joint Election Agreement between Tarrant County and the City of Benbrook, Texas; and providing procedures for the conduct of the election.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

Resolution No. 2019-05 being **“A RESOLUTION AND ELECTION ORDER BY THE CITY COUNCIL OF THE CITY OF BENBROOK, TEXAS CALLING FOR A GENERAL ELECTION TO BE HELD ON NOVEMBER 5, 2019; AUTHORIZING A JOINT ELECTION AGREEMENT BETWEEN TARRANT COUNTY AND THE CITY OF BENBROOK, TEXAS; PROVIDING PROCEDURES FOR THE CONDUCT OF THE ELECTION; AND PROVIDING AN EFFECTIVE DATE.**

**CC-2019-05 Adopt Resolution requesting the reconstruction and widening of U.S. 277 (Benbrook Boulevard) south of Winscott Road to the entrance to Whitestone Golf Club**

Motion by Ms. Mackey, seconded by Ms. Franklin to adopt Resolution 2019-06 requesting the reconstruction and widening of U.S. 377 (Benbrook Boulevard) south of Winscott Road to the entrance to Whitestone Golf Club

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

Resolution No. 2019-06 being **“A RESOLUTION REQUESTING THE RECONSTRUCTION AND WIDENING OF U. S. 377 (BENBROOK BOULEVARD), SOUTH OF WINSCOTT ROAD TO THE ENTRANCE TO WHITESTONE GOLF CLUB, 10650 U. S. 377 SOUTH, BENBROOK, TEXAS.**

## **V. PROCLAMATION/AWARDS/RECOGNITION**

### **1. Proclamation – Benbrook 4PAWS – 2,500<sup>th</sup> Adoption**

Mayor Dittrich read and presented a proclamation to members of Benbrook 4PAWS, Inc. congratulating and saluting them for their 2,500<sup>th</sup> pet adoption and for all of the devoted and unselfish services provided by this group of volunteers to Benbrook’s citizens and pets.

**VI. INFORMAL CITIZEN COMMENTS**

Mr. Keith Sutton inquired on when and where the City Council Pre-meetings were held. Information was provided.

**VII. COUNCIL MEMBER AND STAFF COMMENTS**

Councilmember Ron Sauma expressed appreciation to the members of Boy Scout Troop 326 for giving back to the community.

**VIII. ADJOURNMENT**

Meeting adjourned at 7:50 p.m. followed by worksession.

**APPROVED:**

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

**ATTEST:**

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

**Joanna King**

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**From:** Denis & Barbara Greer <denbargreer@sbcglobal.net>  
**Sent:** Monday, July 22, 2019 12:22 PM  
**To:** Joanna King  
**Subject:** Request For Agenda Placement 8/1 City Council Meeting

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

I would like to be placed on the agenda for the City Council meeting scheduled for August 1, 2019. The subject will be to discuss Ordinance #1060-2000, Section I.11, pertaining to parking on Rolling Hills Drive.  
Thank you.

Denis Greer  
10101 Rolling Hills Court  
Benbrook, TX 76126  
817 797 9415



## Joanna King

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**From:** Jan and Bob Putnam <ptnm@sbcglobal.net>  
**Sent:** Wednesday, July 24, 2019 1:39 PM  
**To:** Joanna King  
**Subject:** Request to speak to the City Council

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

I would like to speak about an ordinance requiring people walking their dogs to pick up feces their dogs leave in another person's property. I would estimate that 60% of the people walking their dogs do not pick up. Such an ordinance could quickly stop the worst offenders. I don't see this as a burden on our Police to have to spend a lot of time addressing this. I know that this a problem that many people in Trinity Gardens have voiced a complaint about.

Thank you,  
Bob Putnam, President Trinity Gardens HOA



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 8/1/19	REFERENCE NUMBER: G-2418	SUBJECT: Accept finance report for period ending June 30, 2019	PAGE: 1 of 2
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### GENERAL FUND

General Fund revenues for the month of June were \$602,795. Property tax collections were \$179,224, and Building Permits were \$99,094. Sales tax collected and recognized as revenue in June was \$235,611. Fiscal year to date sales tax is \$2,088,926, an increase of 19.1% over last year at this time. A separate summary of sales tax revenue collections is provided for informational purposes. General Fund revenues collected through the end of June were \$17,111,373 or 84.6 percent of the budget.

General Fund expenditures for the month of June were \$1,617,614. This includes a transfer to the Capital Projects Fund of \$214,804 for the Animal Shelter. As a reminder, transfers to other funds of \$1,670,000 and the TIF transfer of \$908,903 have already occurred this fiscal year. Last fiscal year, these transfers (a combined \$2.75 million) were made in July and August. Expenditures through June were \$15,978,360 or 75.3 percent of the adopted budget.

Fiscal year-to-date, total General Fund revenues of \$17,111,373 exceeded General Fund expenditures of \$15,978,360 by \$1,133,013.

### DEBT SERVICE

Debt Service revenues for the month of June totaled \$9,588 and all were from property tax. There were no expenditures for June. The next debt service payments will occur in July 2019. Fiscal year to date revenues of \$1,713,915, exceeded fiscal year to date expenditures of \$1,472,671, by \$241,244.

### EDC

EDC revenues as of June 30, 2019, were \$1,792,511. EDC expenditures through the end of June were \$2,173,623, which includes the purchase of land. Total expenditures exceeded total revenues by \$381,112.

### CAPITAL PROJECTS

Total revenues received through June 30, 2019 were \$3,009,585 from stormwater utility fees, mineral lease revenue, TIF revenue, and interest earnings. Total expenditures for the Capital Projects Fund were \$3,584,669 through the end of June. June expenditures included the following projects: Van Deman Road Drainage, Vista Way, and Clearfork Emergency Access Bridge. Total expenditures exceeded total revenues by \$575,084. Sufficient funds are available in the current

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

DATE: 8/1/19	REFERENCE NUMBER: G-2418	SUBJECT: Accept finance report for period ending June 30, 2019	PAGE: 2 of 2
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fund balances of the Capital Projects Fund. This fund operates on a project basis rather than a specific fiscal year.

**CASH & INVESTMENTS**

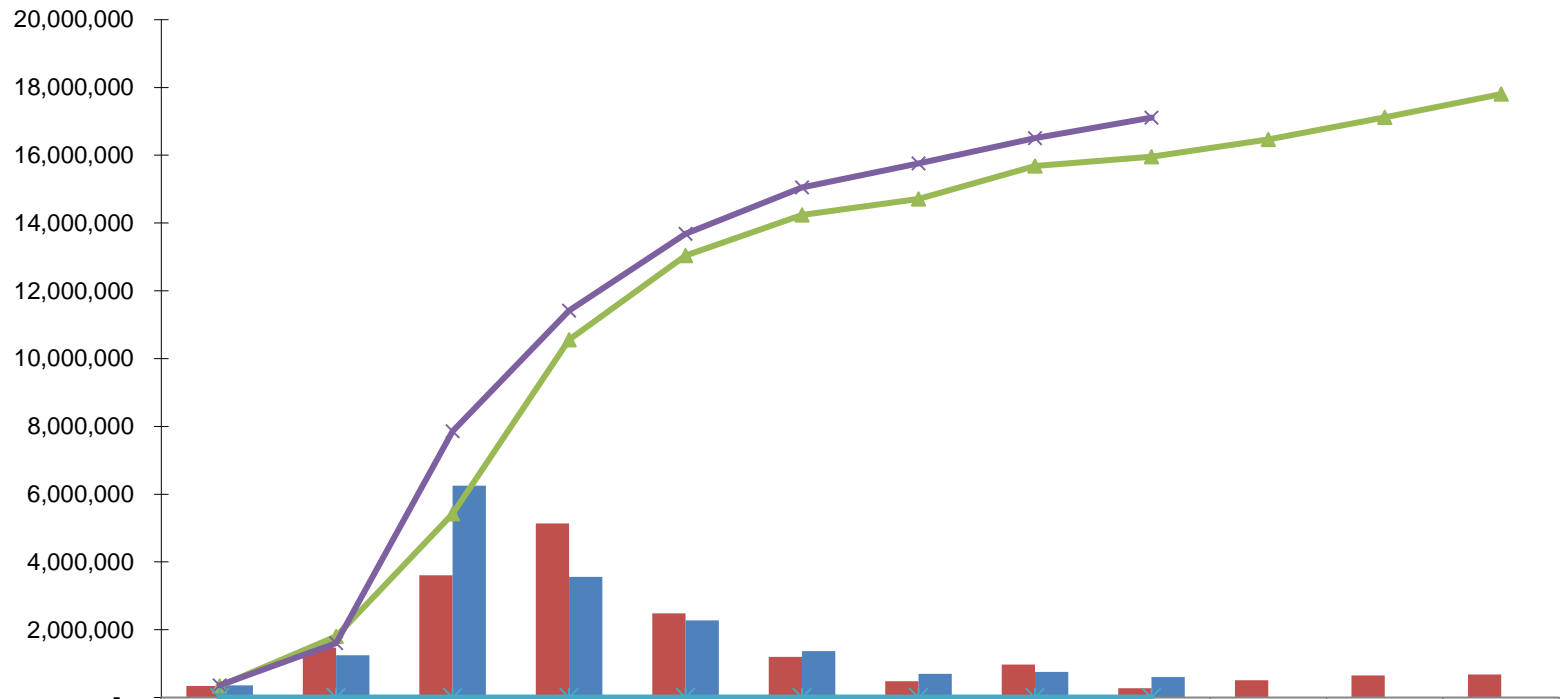
A number of planned capital projects have occurred or are ongoing including the Vista Way extension (\$2.33 million), 800 MHz radio system (\$560,000), Animal Shelter (\$2.2 million), and multiple drainage projects. These projects, in combination with the end of the fiscal year, have incrementally decreased the total “all funds” balance to \$18,737,755. This planned decrease is consistent with the adopted capital improvement plan and ongoing cash flow requirements. General Fund reserves are still projected in excess of \$8,000,000.

On June 30, 2019, the City had \$18,737,755 invested at varying interest rates; the EDC had \$4,372,761 available.

**RECOMMENDATION**

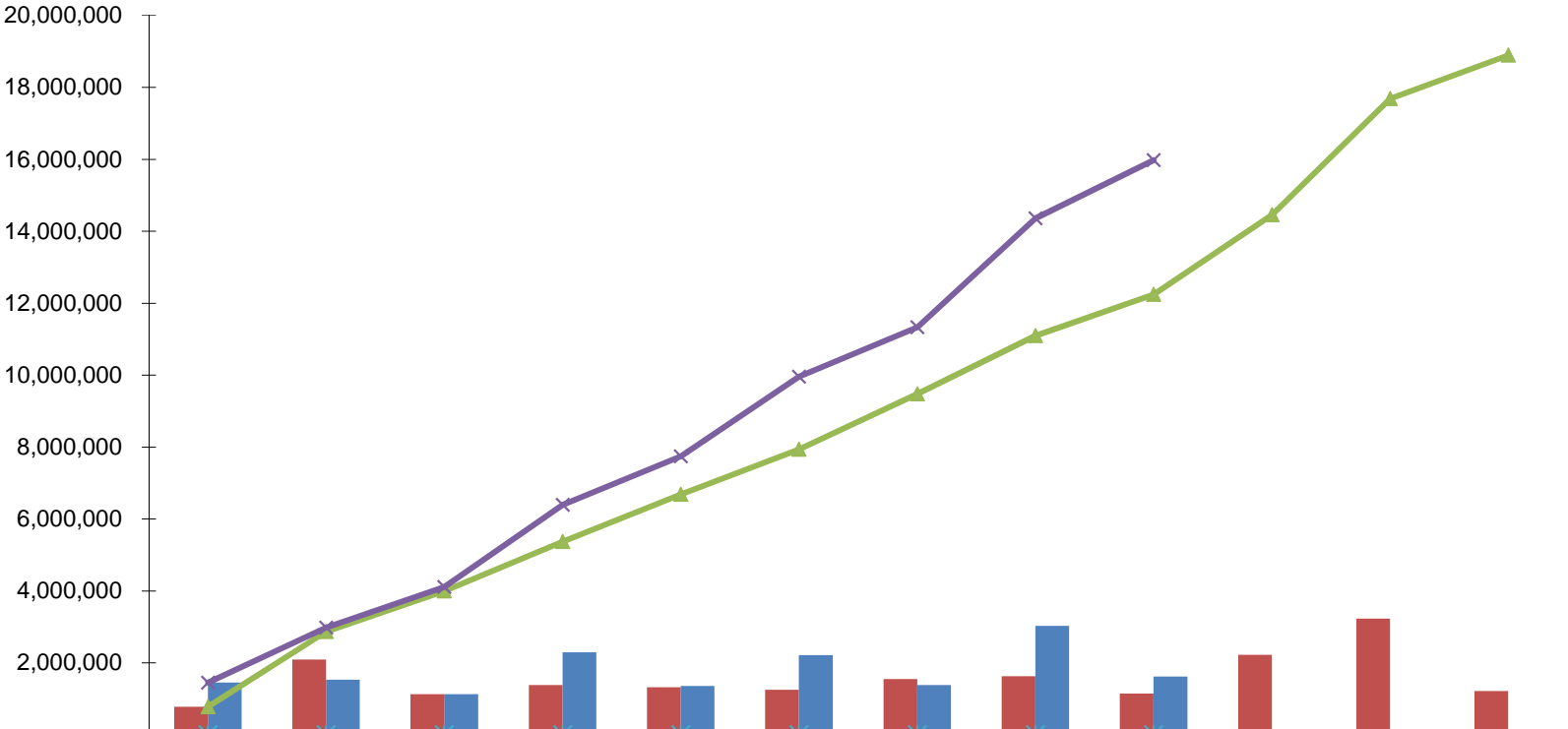
Staff recommends that City Council accept the finance report for the period ending June 30, 2019.

### General Fund Revenue Trend Comparison



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
2017-18	337,614	1,469,706	3,608,527	5,139,266	2,485,752	1,194,686	476,803	974,077	273,484	510,504	650,367	683,007
2018-19	358,790	1,242,504	6,252,635	3,557,063	2,271,202	1,372,967	702,644	750,772	602,795			
YTD 2017-18	337,614	1,807,320	5,415,847	10,555,113	13,040,866	14,235,552	14,712,355	15,686,432	15,959,916	16,470,419	17,120,787	17,803,794
YTD 2018-19	358,790	1,601,295	7,853,930	11,410,993	13,682,195	15,055,162	15,757,806	16,508,578	17,111,373			
% Increase 17-18 to 18-19	6.27%	-11.40%	45.02%	8.11%	4.92%	5.76%	7.11%	5.24%	7.21%			

### General Fund Expenditure Trend Comparison

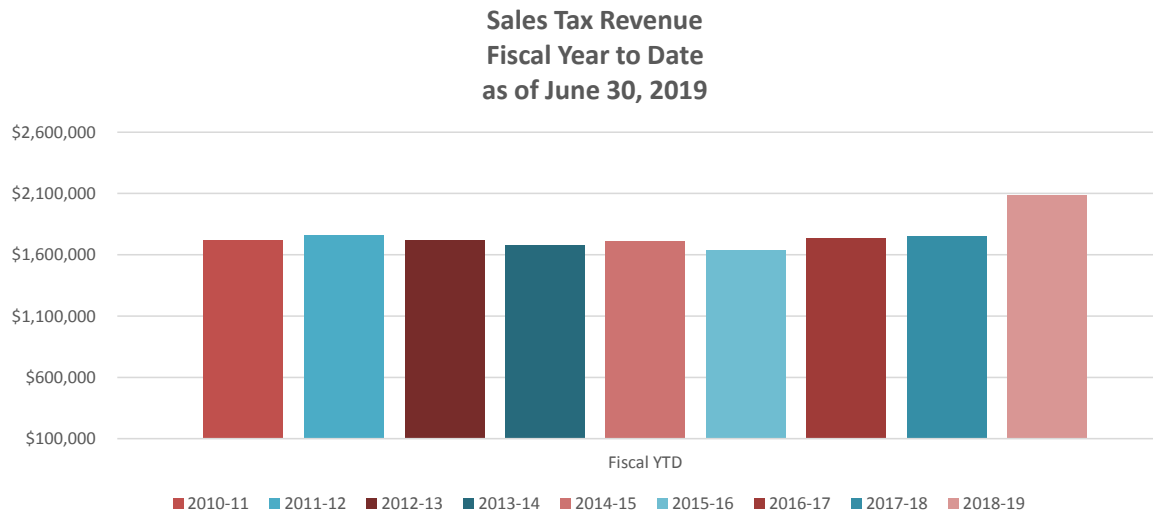


	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT
2017-18	777,908	2,089,129	1,125,744	1,374,833	1,317,660	1,248,670	1,542,116	1,622,915	1,139,091	2,217,153	3,229,232	1,208,595
2018-19	1,448,756	1,527,703	1,128,837	2,287,202	1,351,028	2,213,906	1,376,133	3,027,182	1,617,614			
YTD 17-18	777,908	2,867,036	3,992,780	5,367,613	6,685,273	7,933,943	9,476,059	11,098,974	12,238,065	14,455,218	17,684,450	18,893,046
YTD 18-19	1,448,756	2,976,458	4,105,295	6,392,498	7,743,526	9,957,431	11,333,564	14,360,746	15,978,360			
% Change 2017-18 to 2018-19	86.24%	3.82%	2.82%	19.09%	15.83%	25.50%	19.60%	29.39%	30.56%			

**City of Benbrook  
Sales Tax Analysis  
June 30, 2019**

Fiscal Year	Fiscal YTD	October	November	December	January	February	March	April	May	June	July	August	September	Annual Total
2010-11	\$ 1,717,270	\$ 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	1,761,507	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	1,716,906	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	1,681,467	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	1,710,220	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	1,634,245	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	1,739,240	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	1,753,865	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	2,088,926	259,437	224,991	216,094	264,926	205,387	193,520	261,099	227,863	235,611				2,088,926

Change 2010-11 to 2011-12	2.58%
Change 2011-12 to 2012-13	-2.53%
Change 2012-13 to 2013-14	-2.06%
Change 2013-14 to 2014-15	1.71%
Change 2014-15 to 2015-16	-4.65%
Change 2015-16 to 2016-17	6.42%
Change 2016-17 to 2017-18	0.84%
Change 2017-18 to 2018-19	19.10%



<b>Budget 2018-19</b>	<b>\$ 2,450,000</b>
<b>Projected 2018-19</b>	<b>2,650,000</b>
<b>Variance from Budget</b>	<b>\$ 200,000</b>



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 8/1/19	REFERENCE NUMBER: G-2419	SUBJECT: Approve Investment Report for the quarter ending June 30, 2019.	PAGE: 1 of 1
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The Public Funds Investment Act (PFIA), Texas Government Code and the City's Investment Policy require that an Investment Report be presented to City Council.

The Investment Committee met on July 23, 2019, to review the report and ensure compliance with the City's investment policy. A copy of the Investment Report is attached and highlights are presented below.

- The total portfolio for the City and EDC at June 30, 2019 is \$23,110,516, with 81% or \$18,737,755 belonging to the City, and 19% or \$4,372,761 to the EDC.
- 22% of the combined portfolio is in bank accounts, with 58% in local government investment pools, and 20% in certificates of deposit.
- The weighted average maturity on the combined portfolio is 67 days with a 1.73% average yield to maturity.

### **RECOMMENDATION**

Staff recommends that the City Council accept the Investment Report for the quarter ending June 30, 2019.

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

**City of Benbrook**  
**Quarterly Investment Report**  
**Fiscal Year 2019**  
**for Period Ending June 30, 2019**

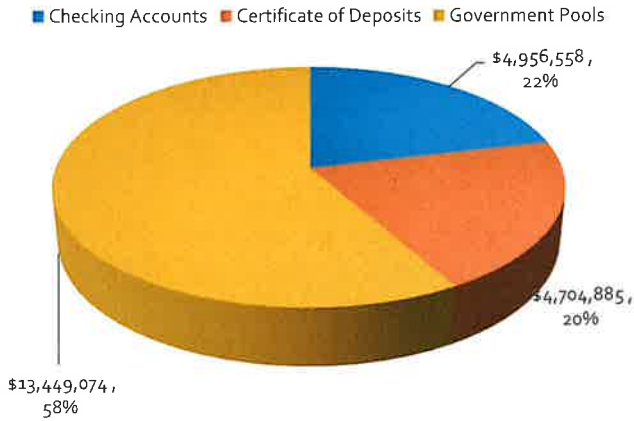


Type	Fund	Description	Current Value as of 3/31/2019	Net Buys(Sells)	Interest Earned	Current Value as of 6/30/2019	Annual Yield at 6/30/19	WAM* (Days)
<b>Checking Accounts</b>								
			\$ 8,259,641	\$ (3,307,007)	\$ 3,923	\$ 4,956,558	0.03%	1
<b>Certificate of Deposits</b>								
			\$ 5,183,660	\$ (500,000)	\$ 28,438	\$ 4,704,885	2.39%	325
<b>Government Pools</b>								
			\$ 15,956,289	\$ (2,600,000)	\$ 92,785	\$ 13,449,074	2.12%	1
<b>Total Portfolio</b>			\$ 29,399,590	\$ (6,407,007)	\$ 125,146	\$ 23,110,516	1.73%	67
<b>City of Benbrook</b>			\$ 22,550,428	\$ (4,893,476)	\$ 92,803	\$ 18,737,755	1.68%	25
<b>EDC</b>			\$ 6,849,163	\$ (1,513,531)	\$ 32,343	\$ 4,372,761	1.94%	248
<b>Total Portfolio</b>			\$ 29,399,590	\$ (6,407,007)	\$ 125,146	\$ 23,110,516	1.73%	67

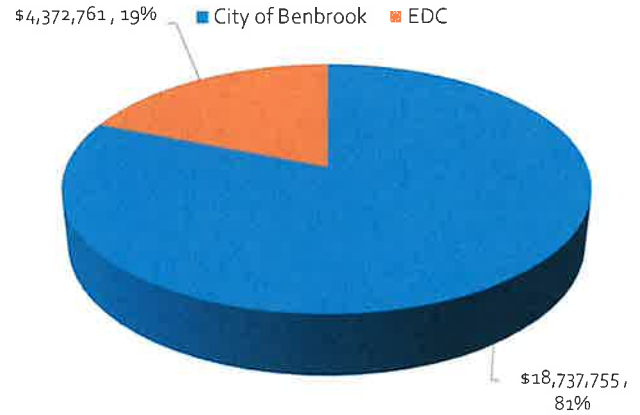
\*WAM - Weighted Average Maturity

Benchmark 90 Day T-Bill Yield 2.17% 90

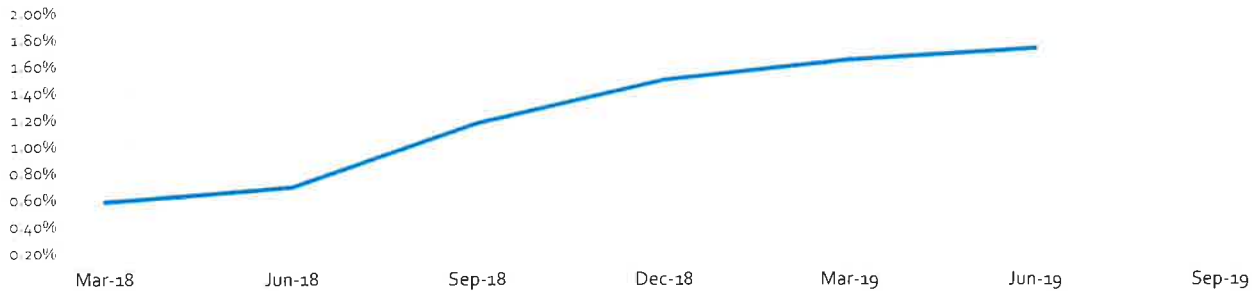
**Total Cash and Investment by Type**



**Total Cash and Investments by Entity**



**Total Portfolio Yield**



This quarterly report is in compliance with the investment policy and strategy as established by the City and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

Prepared by:

Rick Overgaard  
 Finance Director

Lesley Marshall  
 Accounting Supervisor





# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 08/01/19	REFERENCE NUMBER: G-2420	SUBJECT: Accept 2019 Certified Appraisal Roll, set Anticipated Collection Rate, and appoint an officer to calculate the Effective Tax Rate and Roll Back Tax Rate	PAGE: 1 of 2
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Staff has received the 2019 Certified Appraisal Roll from the Tarrant Appraisal District (TAD). The report "Information on the 2019 Appraisal Roll" contains the State-mandated information on appraised value, adjustments, exemptions, and the taxable value of property.

### State Statutes

To comply with "Truth-in-Taxation" (TNT) requirements of Texas law, the City Council must accept the Certified Appraisal Roll as presented by TAD, set the anticipated collection rate for FY 2019-20, and appoint an officer to calculate and publish the Effective Tax Rate (ETR) and the Rollback Tax Rate (RTR).

The "Information on the 2019 Certified Appraisal Roll" indicates that the City of Benbrook will realize an overall increase in the maintenance and operations (M & O) property tax revenues of 9.63 percent or approximately \$1,221,802.

### Effective Tax Rate

This year, the Benbrook City Council will be required to take a roll call vote to increase property tax revenue and set the anticipated property tax rate. The vote is mandatory because the City's Effective Tax Rate of \$0.587345 falls below the current property tax rate of \$0.6400. As a reminder, Texas law requires municipalities to conduct a vote "to raise taxes" even if the City Council leaves the tax rate at the same (current year's) rate.

Texas law focuses only on property taxes and does not take into consideration any other revenue sources.

In addition, State law does not recognize the intricacies of the property tax roll. The 2019 Appraisal Roll Information Valuation Summary includes \$39,680,605 for properties under protest. Section 25.01 (c) of the State Property Tax Code directs the Chief Appraiser to prepare a list of all properties under protest with the Appraisal Review Board and pending disposition at the time of value roll certification. The estimated minimum taxable value for these properties is \$27,776,424.

State law does not take into consideration the cumulative impact of taxable values over multiple years and instead only compares the current year to the past year.

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

DATE: 08/01/19	REFERENCE NUMBER: G-2420	SUBJECT: Accept 2019 Certified Appraisal Roll, set Anticipated Collection Rate, and appoint an officer to calculate the Effective Tax Rate and Roll Back Tax Rate	PAGE: 2 of 2
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### **Rollback Tax Rate**

The current property tax rate of \$0.6400 is above the Roll-Back-Tax-Rate (RTR) of \$0.62777; so, the maximum proposed rate for FY 2019-20 is \$0.62777.

### **Action by the City Council**

Staff recommends that the City Council set the property tax rate at a proposed tax rate of \$0.62777 for the 2019-20 fiscal year; this rate is lower than the current property tax rate of \$0.6400. The public vote, as well as the additional advertisements and notices, does not mean that the City of Benbrook will increase the property tax rate. As mandated by the City Charter, the final property tax rate will be approved by the City Council during the budget process and adopted by an ordinance. The adopted property tax rate may be lower than the preliminary property tax rate approved on August 1, 2019.

### **RECOMMENDATION**

Staff recommends that the City Council:

1. Accept the 2019 Certified Appraisal Roll as presented;
2. Set 100.00 percent as the anticipated property tax collection rate for FY 2019-20;
3. Appoint the Finance Director to calculate and to publish the Effective Tax Rate (ETR) and the Rollback Tax Rate (RTR);
4. Set the preliminary property tax rate for FY 2019-20 at the rate of \$0.62777; and,
5. Take a roll call vote to increase property tax revenue.

**CITY OF BENBROOK  
INFORMATION ON THE 2019 APPRAISAL ROLL  
AS PROVIDED BY THE TARRANT APPRAISAL DISTRICT  
ON JULY 24, 2019**

<u>DESCRIPTION</u>	<u>JULY 2018 VALUES</u>	<u>JULY 2019 VALUES</u>	<u>DOLLAR CHANGE</u>	<u>PERCENT CHANGE</u>
<b>Certified Appraised Value</b>	<b>2,377,391,093</b>	<b>2,527,560,856</b>	<b>150,169,763</b>	<b>6.32%</b>
<u>Less Exemptions &amp; Adjustments</u>				
Absolute Exemptions - Public	112,051,528	40,706,009	(71,345,519)	
Absolute Exemptions - Charitable	1,897,119	991,579	(905,540)	
Absolute Exemptions - Religious & Private Schools	23,454,891	27,235,283	3,780,392	
Agricultural Deferrals	12,636,919	10,972,403	(1,664,516)	
Scenic Deferrals	40,771	40,771	-	
ARB Cases	49,979,876	40,095,020	(9,884,856)	
Incomplete Accounts	21,644,176	29,896,270	8,252,094	
Over 65	76,507,440	79,787,716	3,280,276	
Homestead	30,633,538	31,429,313	795,775	
Disability	451,250	481,250	30,000	
Nominal Value Accounts	487,252	575,470	88,218	
Polution Control	-	105,415	105,415	
Inventory	(12,677,689)	(11,013,174)	1,664,515	
Veterans	21,232,656	26,107,003	4,874,347	
<b>Total Exemptions &amp; Adjustments</b>	<b>338,339,727</b>	<b>277,410,328</b>	<b>(60,929,399)</b>	
Subtotal	2,039,051,366	2,250,150,528	211,099,162	10.35%
<u>Add Estimated Minimum Values</u>				
Estimated Minimum Values	49,454,502	27,776,424	(21,678,078)	-43.83%
Incomplete Accounts	163,347	15,750,847	15,587,500	9542.57%
<b>TOTAL TAXABLE VALUE</b>	<b><u>2,088,669,215</u></b>	<b><u>2,293,677,799</u></b>	<b><u>205,008,584</u></b>	<b>9.82%</b>
<b>ADJUSTMENTS</b>	-	-	-	
<b>TOTAL TAXABLE VALUE</b>	<b><u>2,088,669,215</u></b>	<b><u>2,293,677,799</u></b>	<b><u>205,008,584</u></b>	<b>9.82%</b>
<b>Current Property Tax Revenue</b>	<b>13,367,483</b>	<b>14,399,021</b>	<b>1,031,538</b>	<b>7.72%</b>
<b>One Cent Equals</b>	<b>208,867</b>	<b>229,368</b>	<b>20,501</b>	<b>9.82%</b>
<b>DSF</b>	<b>678,817</b>	<b>488,553</b>	<b>(190,264)</b>	<b>-28.03%</b>
<b>GF</b>	<b>12,688,665</b>	<b>13,910,468</b>	<b>1,221,802</b>	<b>9.63%</b>
<b>Total</b>	<b>13,367,483</b>	<b>14,399,021</b>	<b>1,031,538</b>	<b>7.72%</b>



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 08/01/19	REFERENCE NUMBER: G-2421	SUBJECT: Authorize Interlocal Agreement with Benbrook Water Authority for Street Cut Repair Services	PAGE: 1 of 1
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**BACKGROUND**

When Benbrook Water Authority (BWA) has a water or sewer line failure under a street, the street must be cut open to repair the line. After the line is repaired, the BWA is responsible for restoring the damaged street. These street repairs are commonly referred to as “street cuts”. In lieu of having BWA contract with an outside contractor, the City of Benbrook has repaired street cuts on asphalt streets for the BWA through an Interlocal Agreement (ILA) since 2000.

**PROPOSED INTERLOCAL AGREEMENT**

The proposed ILA renews the longstanding agreement with BWA allowing the City of Benbrook to complete street cuts for the BWA. The repair cost to the BWA is \$8.91/square foot, which is identical to last year. The term of the proposed ILA is one year, beginning October 1, 2019 and ending September 30, 2020.

**OPERATING IMPACT ON CITY**

BWA street cuts constitute approximately 30% of the total street cuts repaired by the City each year. Because of the economies of scale associated with the City completing street cuts, the repairs are easily absorbed into the City’s work load without significantly impacting operations.

**RECOMMENDATION**

Staff recommends that the City Council authorize the Interlocal Agreement with the Benbrook Water Authority for street cut repair services on asphalt streets.

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

STATE OF TEXAS §

COUNTY OF TARRANT §

**INTERLOCAL AGREEMENT FOR  
STREET REPAIR SERVICES**

THIS AGREEMENT is entered into on this \_\_\_\_ day of July, 2019, by and between the City of Benbrook ("City") and the Benbrook Water Authority ("Authority").

**WHEREAS**, the Authority and City have determined that street cuts can be accomplished more efficiently and expeditiously by the City; and

**WHEREAS**, the City and Authority have previously entered into an Agreement whereby the City will repair street cuts for the Authority, and

**WHEREAS**, the Authority and the City Benbrook desire to enter into a similar agreement for another year; and

**WHEREAS**, this Agreement is entered into pursuant to Chapter A, Section 791, Texas Government Code, and its successor legislation;

**NOW, THEREFORE**, it is agreed as follows:

**I. Authorization For Street Cut Repairs**

(a) Engagement. The Authority engages the City to make street cut repairs on asphalt streets after the Authority completes the necessary work under said streets.

(b) Authority Responsibility. Before the City initiates street cut repairs, the Authority will provide labor, materials and equipment to restore the street subsurface and attain required compaction as specified in the City's Design Standards and Criteria. The Authority will provide necessary traffic control during this time.

(c) City Responsibility. After the Authority attains required subsurface compaction, the City will provide labor, materials and equipment to saw cut and excavate the street cut area, fill with 6-inches of concrete, and apply a final lift of asphalt. The City will provide necessary traffic control during this time.

(d) Failures. Failures of street cuts made under this agreement will be the responsibility of the City and be repaired at no cost to the Authority unless the failure is caused by a street subsurface failure, which will be repaired by the Authority at its cost.

(e) Compensation. The Authority agrees to compensate the City for street cuts in the amount of \$8.91 per square foot.

(f) Street Cut Area. The Authority and City jointly will mark street cuts in order to agree on their size and scope.

## **II. TERM**

The term of this agreement shall be good for a period beginning October 1, 2019 and ending September 30, 2020.

## **III. PAYMENT**

The City agrees to invoice the Authority on a monthly basis for said services. The Authority agrees to remit payment for said services upon receipt of invoice, net 30 days.

## **IV. INDEMNITY**

The parties agree to indemnify and hold harmless each other against all claims, damages and costs arising from any claim related to work performed pursuant to this agreement. It is the intent of both parties that legal responsibility will be limited to the areas of work designated for each party in Section I (b) and (c).

## **V. AUTHORIZATION**

This contract is made pursuant to Chapter 791, Texas Government Code and its successor legislation. By executing this contract, the City and Authority do not waive any immunity or defense that would otherwise be available against claims arising from the exercise of governmental powers and functions.

## **VI. TERMINATION**

Either party may, with ninety (90) days written notice to the other, terminate this Agreement during its term. Said notice will be sufficient if delivered by certified mail to the Secretary of the Authority or the City.

(signature page follows)

EXECUTED this the \_\_\_\_ day of July, 2019

**BENBROOK WATER AUTHORITY**

  
Rick Whitehurst, President

Attest:

  
SECRETARY

**CITY OF BENBROOK, TEXAS  
A MUNICIPAL CORPORATION**

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

ATTEST:

\_\_\_\_\_  
Joanna King  
CITY SECRETARY



# City of Benbrook

## CITY COUNCIL COMMUNICATION

DATE: 08/01/19	REFERENCE NUMBER: G-2422	SUBJECT: Authorize Interlocal Agreement with Benbrook Water Authority for Residential Refuse and Storm Water Utility Fee Billing and Payment Collection Services	PAGE: 1 of 1
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**BACKGROUND**

Through an Interlocal Agreement (ILA), the City of Benbrook contracts with the Benbrook Water Authority (BWA) to bill and collect residential refuse and storm water utility accounts. Because the BWA already bills these customers for water and sewer service, an economies of scale is created that benefits the City, the Authority, and ultimately the citizens of Benbrook.

**PROPOSED ILA**

The proposed ILA establishes a reimbursement to the BWA of 49.58 cents per bill. This amount is identical to last year.

In addition, the City is assessed its proportionate share of the credit card processing fee for residents paying with credit cards. BWA processes credit card payments through a merchant services provider. The provider charges a percentage (normally between 1.5% and 3%) on each transaction based on the type of card and transaction.

The term of the proposed ILA is one year, beginning October 1, 2019 and ending September 30, 2020.

**RECOMMENDATION**

Staff recommends that City Council authorize the Interlocal Agreement with the Benbrook Water Authority for residential refuse and storm water utility fee billing and payment collection services.

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



STATE OF TEXAS §

COUNTY OF TARRANT §

**INTERLOCAL AGREEMENT FOR REFUSE AND STORMWATER  
BILLING AND PAYMENT COLLECTION SERVICES**

**THIS AGREEMENT** is entered into this \_\_\_\_\_ day of July, 2019, by and between the City of Benbrook, Texas ("City") and the Benbrook Water Authority ("Authority").

**WHEREAS**, the City and Authority have previously entered into an Agreement whereby the Authority bills and collects residential refuse fees and storm water utility fees; and

**WHEREAS**, the City and Authority have mutually agreed to renew that previous Agreement, and

**WHEREAS**, this Agreement is entered into pursuant to Chapter A, Section 791, Texas Government Code, and its successor legislation;

**NOW, THEREFORE**, it is agreed as follows:

**I. AUTHORITY AS BILLING AGENT**

- (a) **Designation.** The City designates the Authority as the billing agent for residential refuse collection and storm water services in the City. The Authority agrees to bill City refuse collection and storm water customers monthly for the charges owed the City for refuse collection and storm water service along with its bills for water and sewer service.
- (b) **Amount and Payment.** The Authority will bill refuse and storm water customers at the rate approved by the City Council and shall remit collected payments to the City in a timely basis each month.
- (c) **Partial Payments.** If the Authority receives a payment that is not sufficient to cover the charges for refuse collection, storm water service and water and sewer services, the Authority will allocate the funds received on a priority basis with the first funds going to discharge any amounts due for water charges, then remaining amounts to cover sewer charges, then to cover refuse collection charges, and lastly to cover storm water service fees. Any funds allocated to refuse collection and storm water charges under this partial payment priority system will be remitted to the City under the provisions of Section (b), above.

- (d) **Delinquencies.** Under this Agreement, customers will be considered delinquent if payments have not been made on those portions of their bills related to refuse collection and storm water service charges. The Authority agrees to assess delinquent penalties on past due refuse collection and storm water service charges in accordance with Sections 1.12.060 and 1.12.100 of the Benbrook Municipal Code (1985, as amended). Nothing in this Agreement shall affect how the Authority handles delinquencies on water and sewer charges. The Authority agrees to provide the City with a monthly list of customers who have delinquent refuse and storm water service collection charges.
- (e) **No Interruption of Service.** Under no circumstances will the Authority cancel, suspend or deny water or sewer service to one of its customers because he or she has an outstanding balance for refuse collection and storm water service provided by the City. Likewise, the City shall not be obligated to use any of its enforcement powers to resolve any dispute between the Authority and any of its customers that doesn't involve a City code violation.
- (f) **Compensation.** As compensation for its billing services, the Authority will receive from the City the sum of \$0.4958 (49.58 cents) per bill, to be invoiced and paid monthly to the Authority. In addition, the City will pay a fee associated with its proportionate share of credit card payments. The fee will be based on the discount fee from the Authority's Merchant Services Provider. A summary page will be provided monthly to the City for verification.

## **II. TERM**

The term of this agreement shall be good for the period commencing upon October 1, 2019 and ending September 30, 2020. The Agreement may be renewed annually by mutual consent of each party.

## **III. BILLING INFORMATION**

Billing information for refuse collection will be provided by the Authority through the data process system. The City's refuse collection contractor is responsible for refunds for billing discrepancies and customer reimbursements related to refuse collection charges. The City will provide billing information to the Authority for storm water service charges. The City is responsible for refunds for billing discrepancies and customer reimbursements related to storm water service charges caused by the City's data supplied to the Authority.

**IV. INDEMNITY**

The City agrees that it will indemnify and hold harmless the Authority against all claims, damages, or costs which the Authority may be legally required to pay arising out of its billing and collection activities on behalf of the City under this agreement and any reasonable attorney fees or cost arising out of said billing and collection activities.

**V. AUTHORIZATION**

This contract is made pursuant to Chapter 791, Texas Government Code and its successor legislation. By executing this agreement, the City and the Authority do not waive any immunity or defense that would otherwise be available against claims from the exercise of governmental powers and functions.

**VI. TERMINATION**

Either the City or the Authority may, with ninety (90) days written notice to the other, terminate this Agreement during its term. Said notice will be sufficient if delivered by certified mail to the Secretary of the Authority or the City.

EXECUTED this \_\_\_\_\_ day of July, 2019

**CITY OF BENBROOK, TEXAS  
A MUNICIPAL CORPORATION**

BY: \_\_\_\_\_  
Jerry B. Dittrich, Mayor

ATTEST:

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

**BENBROOK WATER AUTHORITY**

By:   
Rick Whitehurst, President

ATTEST:

  
Secretary