

**AGENDA
BENBROOK CITY COUNCIL
THURSDAY, FEBRUARY 20, 2020
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 Bishop Gary Oliver With Encounter Church

PLEDGE OF ALLEGIANCE

III. CITIZEN COMMENTS ON ANY AGENDA ITEM

IV. MINUTES

1. Approve Minutes Of The Regular Meeting Held February 6, 2020

Documents:

[CC MINUTES-02-06-20 \(1\).PDF](#)

V. PRESENTATION BY MAYOR AND MEMBERS OF COUNCIL

CC-2020-04 Make Appointment To Place 7 On Planning And Zoning Commission And Place 4 On Benbrook Economic Development Corporation Board Of Directors

Documents:

[CC-2020-04 BOARD APPOINTMENT.PDF](#)

VI. PRESENTATION BY PLANNING AND ZONING COMMISSION

PZ-2020-01 Adopt Ordinance Updating The Benbrook Comprehensive Plan (Public Hearing)

Documents:

[PZ-2020-01 ADOPT COMPREHENSIVE PLAN .PDF](#)
[PZ-2020-01 ORDINANCE COMPREHENSIVE PLAN.PDF](#)
[PZ-2020-01 COMPREHENSIVE PLAN.PDF](#)

VII. REPORTS FROM CITY MANAGER

A. GENERAL

G-2455 Accept Finance Report For Period Ending January 31, 2020

Documents:

[G-2455 FINANCE REPORT JAN 20.PDF](#)
[G-2455 REVENUE CHART JAN 20.PDF](#)
[G-2455 EXPENDITURE CHART JAN 20.PDF](#)
[G-2455 SALES TAX COMPARISON JAN 20.PDF](#)

G-2456 Accept A Drainage Easement Located On Lots 6 & 7, Block 2, Whitestone Ranch
Phase 4 Addition

Documents:

[G-2456 ACCEPT DRAINAGE EASEMENT.PDF](#)
[G-2456 DRAINAGE EASEMENT.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

IX. 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.

X. ADJOURNMENT

WORKSESSION

<!--[if !supportLists]-->1. <!--[endif]-->Discuss Perimeter Walls



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, FEBRUARY 6, 2020**

The regular meeting of the Benbrook City Council was held on February 6, 2020 at 7:30 p.m. in the Council Chambers with the following Council members present:

Larry Marshall
Renee Franklin
Jim Wilson
Laura Mackey
Jason Ward

Also Present:

Andy Wayman, City Manager
Joanna King, City Secretary
Jim Hinderaker, Assistant City Manager
Rick Overgaard, Finance Director
Tommy Davis, Fire Chief
Amanda Valdez, Management Analyst

Citizens Present:

Bill Smith
Liza Howard, Texas Municipal Court Clerks Association
Stephanie Stevens, Municipal Court Manager
MacKayla Stevens
Wyatt Stevens
Jeff Stevens
Patty Tucker
Jenifer Reiner
and 3 other citizens

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Invocation given by Reverend Don Petty with Benbrook United Methodist Church
The Pledge of Allegiance was recited.

III. CITIZEN COMMENTS ON ANY AGENDA ITEM

IV. MINUTES

1. Minutes of the regular meeting held January 16, 2020

Motion by Ms. Franklin, seconded by Ms. Mackey to approve the minutes of the regular meeting held January 16, 2020.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Wilson, Ms. Mackey

Noes: None

Abstain: Mr. Ward

Motion 4-0-1.

V. PROCLAMATION/AWARDS/RECOGNITION

CC-2020-03 Presentation of Court Clerk Level 3 Certification to Stephanie Stevens, Municipal Court Manager

Liza Howard, Past President of the Texas Municipal Clerks Association presented Stephanie Stevens, Benbrook Municipal Court Manager with the Level 3 Municipal Clerks Certification.

The Board of Directors of the Texas Court Clerks Association, the Texas Municipal Court Association and the Texas Municipal Courts Education Center in conjunction with Texas State University provide education programs to Texas Courts Clerks. Level 3 is the highest achievement in the education program. With over 3,000 Municipal Courts in the State of Texas, Stephanie Stevens is only 1 of 115 clerks that have been awarded the Level 3.

VI. PRESENTATION BY MAYOR AND MEMBERS OF CITY COUNCIL

CC-2020-03 Accept resignation from Mikel Seifert (Planning and Zoning Commission) and Julia Nova (Economic Development Corporation Board)

Motion by Mr. Ward, seconded by Mr. Wilson to accept the resignations from Mikel Seifert and Julia Nova.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Wilson, Ms. Mackey, Mr. Ward

Noes: None

Nomination carried unanimously.

VII. REPORTS FROM CITY MANAGER

A. GENERAL

G-2453 Accept Finance Report for period ending December 31, 2019

Rick Overgaard gave the following report: General Fund revenues for the month of December were \$6,075,189. Property tax collections were \$5,709,344. Sales tax collected and recognized as revenue in December was \$243,434. Fiscal year-to-date sales tax is 13.99% greater than last year at this time. General Fund revenues collected through the end of December were \$8,371,340 and 39.72% of the budget.

General Fund expenditures for the month of December were \$1,533,673. Fiscal year-to-date expenditures were \$4,512,586 and 21.47% of the adopted budget.

Total General Fund revenues of \$8,371,340 were greater than General Fund expenditures of \$4,512,586 by \$3,858,754.

Debt Service revenues for the month of December totaled \$200,899 and were all from property tax. Fiscal year-to-date revenues total \$246,106. There were no expenditures in December. The next debt service payments are due February 1, 2020.

EDC revenues as of December 31, 2019, were \$432,351. EDC expenditures through the end of December were \$488,933, which includes the purchase of land. Total expenditures exceeded total revenues by \$56,582.

Total revenues received through December 31, 2019 were \$273,310 from stormwater utility fees, mineral lease revenue, and interest earnings. Total expenditures for the Capital Projects Fund were \$409,255 through the end of December. December expenditures included the following projects: Van Deman Road Drainage, Vista Way Two Way Conversion, Walnut Creek Flood Study, and Clearfork Emergency Access Bridge. Total expenditures exceeded total revenues by \$135,945. 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 December 31, 2019, the City had \$20,978,845 invested at varying interest rates; the EDC had \$4,554,299 available.

Motion by Ms. Franklin, seconded by Mr. Wilson to accept the finance report for the period ending December 31, 2019.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Wilson, Ms. Mackey, Mr. Ward

Noes: None

Motion carries unanimously.

G-2454 Approve Investment Report for period ending December 31, 2019

Rick Overgaard gave the following report: 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 January 28, 2020, to review the report and ensure compliance with the City's investment policy.

- The total portfolio for the City and EDC at December 31, 2019 is \$25,533,144, with 82% or \$20,978,845 belonging to the City, and 18% or \$4,554,299 to the EDC.
- 41% of the combined portfolio is in bank accounts, with 40% in local government investment pools, and 19% in certificates of deposit.
- The weighted average maturity on the combined portfolio is 34 days with a 1.16% average yield to maturity.

The average yield to maturity decreased this quarter because of a continued decline in market interest rates and an increase in cash as property taxes were collected, but not yet invested.

Motion by Ms. Mackey, seconded by Staff recommends that the City Council accept the Investment Report for the quarter ending December 31, 2019.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Wilson, Ms. Mackey, Mr. Ward

Noes: None

Motion carries unanimously.

B. PURCHASE

P-282 Purchase Ambulance for Fire Department

Tommy Davis gave the following report: The 2019/2020 budget includes the purchase of a new ambulance. As per the Ambulance Replacement Grant that was approved by the Tarrant County Emergency Services District (TCESD), the City of Benbrook will receive seventy-five thousand dollars (\$75,000) towards the purchase of a new ambulance. The new ambulance will replace the 2012 ambulance.

As with other major purchases, the City continues to find that cooperative purchasing programs leverage the lowest possible bids through purchasing volume and a statewide presence. The Houston Galveston Area Council purchasing program (HGAC) also eliminates the City's administrative costs associated with the bidding process. The request for quote from HGAC was for one 2019 Ford F550 Type 1 ambulance.

The price from HGAC is \$259,640 and includes the HGAC administrative fee of \$1,000. Once the City has received the ambulance, TCESD will reimburse the \$75,000, thus making the final purchase price \$184,640.

Motion by Ms. Franklin, seconded by Mr. Ward to approve the purchase of one 2019 F550 Type 1 ambulance through the HGAC Purchasing Program at a low bid cost of \$259,640. The purchase will be from the Capital Asset Replacement Fund.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Wilson, Ms. Mackey, Mr. Ward

Noes: None

Motion carries unanimously.

VIII. INFORMAL CITIZEN COMMENTS

IX. COUNCIL MEMBER AND STAFF COMMENTS

X. ADJOURNMENT

Meeting adjourned at 7:52 p.m. followed by a worksession:

1. Discuss method to fill vacancies on Boards and Commissions

APPROVED:

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary



Memo to: Mayor Dittrich and Members of City Council
From: Joanna King, City Secretary
Subject: Appointment to Boards and Commissions
Date: February 20, 2020

At the February 6, 2020 City Council Meeting, City Council received and accepted the resignations from Mikel Seifert, Place 7 on the Planning and Zoning Commission and from Julia Nova, Place 4 on the Benbrook Economic Development Corporation Board of Directors.

The resignations leave the following vacancies:

Place 4	Economic Development Corp.	One-year unexpired term Term ends December 30, 2020
Place 7	Planning and Zoning	Two-year unexpired term Term ends December 30, 2021

Staff recommends City Council make appointments to the two vacancies from candidates interviewed during the normal process in December 2019.



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 02/20/20	REFERENCE NUMBER: PZ-2020-01	SUBJECT: Adopt Ordinance updating the Benbrook Comprehensive Plan	PAGE: 1 of 1
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The Benbrook Comprehensive Plan update began in January 2019. The City Council appointed a seven-member Steering Committee, supported by Staff, to lead the update process. The committee met once a month to review and provide comment on the various plan elements. During the early months of the plan update, Staff met with key stakeholders and property owners to gain a better understanding of their desired land use goals. This information, along with existing and future land use and demographic data, was presented to the committee. The committee completed their work in August 2019.

In October 2019, during separate work sessions, Staff presented the Steering Committee's recommendations to the Benbrook Parks and Recreation Board and the Planning and Zoning Commission for their review and input. Both Boards were supportive of the Committee's recommendations. The plan was then presented to the public during a public open house held on November 12, 2019. Residents had an opportunity to review the key plan elements and provide comment.

Following the public open house, the plan was made available on-line and in-person for additional public review and comment through December 12, 2019. The comments were presented to the Planning and Zoning Commission during a final work session held on December 12, 2019. In accordance with State Law and the Benbrook City Charter, the Planning and Zoning Commission held a public hearing on January 9, 2020 and unanimously recommended approval of the updated Comprehensive Plan.

The primary objectives of the plan update were to remove out-of-date material, update the land use and transportation sections for vacant properties located within the City and its extraterritorial jurisdiction (ETJ) and to establish a more user friendly and readable plan. The plan further establishes a new overall vision for the City – "Making Benbrook Your Hometown", while maintaining the City's core tenets and principles. One of the more significant recommendations of the plan is the proposed establishment a new downtown area, anchored by a new municipal complex, along Winscott Road south of I-20.

The Benbrook Comprehensive Plan is a guidance document and does not contain any regulatory language.

Planning and Zoning Commission Recommendation

Move to accept the ordinance adopting the Comprehensive Plan, as presented.

Attachments - Comprehensive Plan

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

ORDINANCE NO. 1455

AN ORDINANCE OF THE CITY OF BENBROOK, TEXAS, AMENDING AND UPDATING THE COMPREHENSIVE PLAN OF THE CITY; PROVIDING THAT THIS COMPREHENSIVE PLAN SHALL SUPERSEDE AND REPLACE ANY PREVIOUSLY ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR A PURPOSE AND APPLICATION SECTION; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN PAMPHLET FORM; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Benbrook (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, Chapter 211 of the Local Government Code authorizes municipalities to regulate land use, structures, businesses, and related activities within its corporate limits for the purpose of promoting the public health, safety, and general welfare of the community and protecting and preserving places and areas of historical, cultural, and architectural importance and significance; and

WHEREAS, Section 213.003 of the Local Government Code further enables municipalities to adopt a comprehensive plan for the long-range development of the City; and

WHEREAS, the City Council pursuant to state law desired to amend and update the Comprehensive Plan of the City; and

WHEREAS, the City Council appointed a seven (7) member Comprehensive Plan Steering Committee to guide the Comprehensive Plan update process and to make recommendations; and

WHEREAS, the recommendations of the Comprehensive Plan Steering Committee were made available to the public for comment and input during an open house was held on November 12, 2019, and further made available on-line or in-person through December 12, 2019; and

WHEREAS, the Planning and Zoning Commission, in accordance with Section 8.02(a) of the Benbrook City Charter and following a duly advertised public hearing held on January 9, 2020, unanimously recommended approval of the Comprehensive Plan to the City Council; and

WHEREAS, the City Council now desires to adopt the Comprehensive Plan of the City to promote and protect the health, safety, and welfare thus providing an enhanced quality of life for the citizens within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BENBROOK, TEXAS:

**SECTION 1
ADOPTION OF THE COMPREHENSIVE PLAN**

The City Council hereby adopts the Comprehensive plan in its entirety, intending that said Comprehensive Plan shall amend, supersede, and replace the City's existing Comprehensive Plan and any related documents as amended.

**SECTION 2
PURPOSE AND APPLICATION**

The Comprehensive Plan shall serve as a guideline for the City's adoption of, or amendment(s) to the City's various development regulations. To the extent required by state law, zoning regulations and amendments thereto shall hereafter be adopted in accordance with the Comprehensive Plan, and any zoning regulation(s) or part thereof that may deviate in any way from or add to the Comprehensive Plan shall be deemed to automatically amend the Comprehensive Plan, whether or not reference be made to the Comprehensive Plan in the ordinance adopting or amending such zoning regulation(s). The Comprehensive Plan shall not constitute zoning regulations or establish zoning district boundaries.

**SECTION 3
CUMULATIVE CLAUSE**

This Ordinance shall be cumulative of all provisions of ordinances and of the Benbrook Municipal Code Texas (1985), as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

**SECTION 4
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and Sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or Section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and Sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or Section.

**SECTION 5
SAVINGS CLAUSE**

All rights and remedies of the City of Benbrook are expressly saved as to any and all violations of the provisions of the Benbrook Municipal Code (1985), as amended, or any ordinances regulating platting or Zoning which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6
PUBLICATION IN PAMPHLET FORM**

The City Secretary of the City of Benbrook is hereby authorized to publish this ordinance in book or pamphlet form for general distribution among the public, and the operative provisions of this ordinance as so published shall be admissible in evidence in all courts without further proof than the production thereof, as provided in Section 3.10 of the Charter of the City of Benbrook.

**SECTION 7
ENGROSSMENT AND ENROLLMENT**

The City Secretary of the City of Benbrook is hereby directed to engross and enroll the Ordinance by copying the caption, and effective date clause of this ordinance in the minutes of the City Council and by filing the Ordinance in the Ordinance records of the City.

**SECTION 8
PUBLICATION IN OFFICIAL NEWSPAPER**

The City Secretary of the City of Benbrook is hereby directed to publish the caption, publication clause, and effective date clause of this ordinance for two (2) days in the official newspaper of the City of Benbrook, as authorized by Section 52.013 of the Local Government Code.

**SECTION 9
EFFECTIVE DATE**

This ordinance shall be in full force and effect from and after its passage and publication as required by law.

PASSED AND APPROVED this 20th day of February 2020.

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary



CITY OF BENBROOK

Comprehensive Plan 2020

CELEBRATING OUR PAST, PREPARING FOR OUR FUTURE



Letter from the Mayor

It is my pleasure, on behalf of Benbrook City Council, to present to you the updated 2020 Comprehensive Plan for the City of Benbrook. This publication is not law, but a well-formed policy document that prioritizes our community values, and guides the many decisions that affect our city's physical growth and social character.

Over the past year, at the appointment of City Council, a Comprehensive Plan Steering Committee was formed to review the existing comprehensive plan and make recommendations for updates. The document in your hands today is the result of many entities working together to craft good policy. Steering Committee members, City staff, City board and commission members, and our engaged citizenry provided valuable input on a wide variety of planning and land use topics; quality of life, housing, transportation, utilities, public safety, economic development, community facilities, and future land uses.

The 2020 Comprehensive Plan establishes a shared community vision, outlines attainable goals for our growing city, and serves as a guide for good governance, both today and for future city councils and staff.



The process for completing this work was truly a community effort, and my fellow council members and I wish to express our appreciation for the dedication of everyone involved. To our citizens, and to all those that put in the work, thank you for your input, and thank you for Building a Better Benbrook.

Respectfully yours,

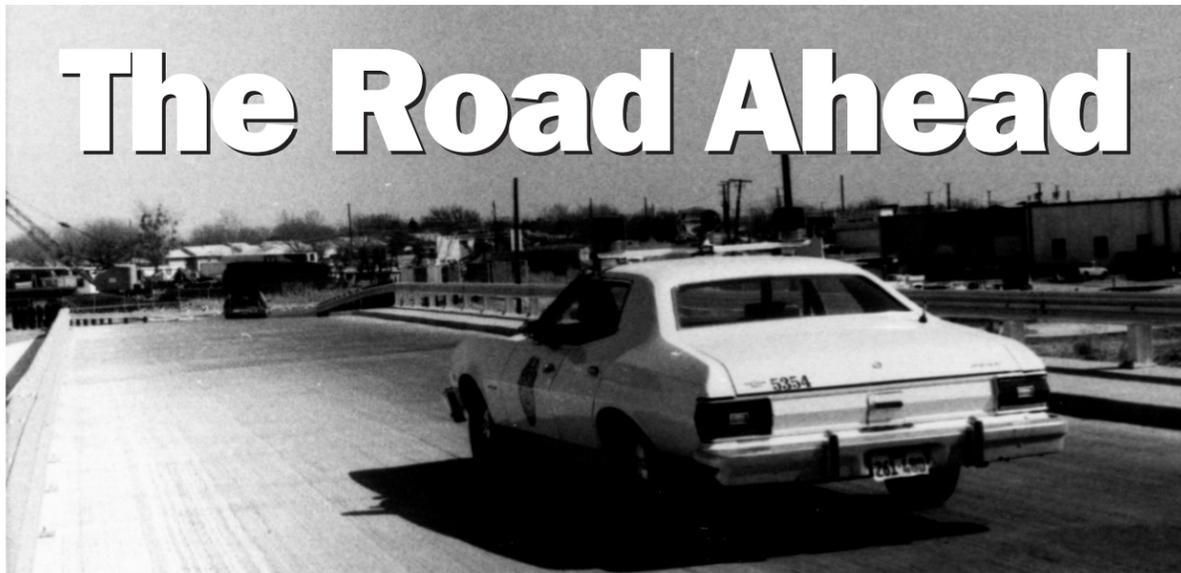
Dr. Jerry Dittrich
Mayor of Benbrook

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Background: Carruthers Field in Benbrook, around 1917. This view is probably looking west: The hangars are believed to have been located just south of present-day Mercedes Street, and the airfield extended to where the Walmart is currently located. ON THE COVER: Children at Dutch Branch Park and, in the background, children at Benbrook School sometime around 1916.

INTRODUCTION



A police cruiser drives across the new Mary's Creek Bridge in 1976 toward Vickery Boulevard. The bridge was replaced in 1922.

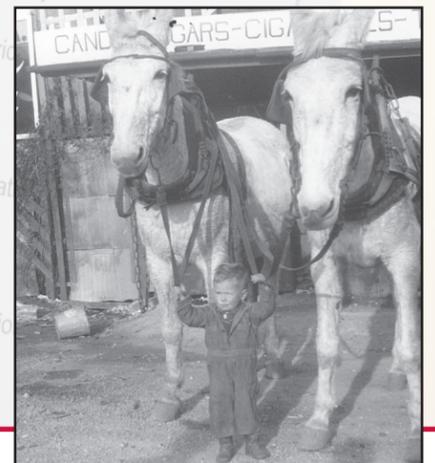
Why do we need a comprehensive plan? Here are 6 great reasons

- 1. To inform.** With the click of a mouse or a tap on the screen, citizens can quickly learn about the plans helping shape the future of Benbrook. They can see where new roadways and trails are planned, learn what is likely to be built on a vacant lot, and see where residential and commercial areas are likely to develop. A readable plan allows everyone to be informed.
- 2. To guide our city leaders.** These individuals often have to make very tough choices. It is much easier for them to make those decisions if they know they are following the guidelines of a plan that has the support of the community.
- 3. To guide our partners.** Utility companies, schools and other quasi-governmental entities all try to plan for future capital expenditures. For example, the utilities and infrastructure needed to support a major industrial area are very different from those needed for a residential development. When our partners know what we are planning, it makes it easier for them to plan.
- 4. To provide stability.** Surprises can be fun -- but not when it comes to our property or business. Residents and business owners don't want to be surprised with unwelcome zoning changes or developments. A plan allows citizens to know what is being planned *in advance*.
- 5. To shape the future.** A comprehensive plan helps us actively shape our future; so instead of waiting to see what happens, we can decide what we want to happen. As the popular expression goes, "If you fail to plan, you are planning to fail."
- 6. To create a shared vision.** A good plan, one with clearly stated principles and goals, can unite a community. Each one of us can know the vision for Benbrook, get excited about it, and find ways to help us make it a reality.

TIMELINE

The Update Process Timeline

- Jan. 3, 2019:** City Council work session and kickoff meeting
- Jan. 4 - Feb. 28:** Staff meet with key stakeholders and property owners
- Jan. 17:** Steering Committee members selected
- Feb. 7:** City Council formally appoints Steering Committee members
- March - August:** Steering Committee meets once a month for six months
- Aug. 6:** Steering Committee completes work and provides final recommendations
- Sept. 19:** City Council work session on Steering Committee's core recommendations
- Oct. 9:** Parks and Recreation Board work session
- Oct. 10:** Planning and Zoning Commission work session
- Nov. 12:** Public Open House (Thank you to those who attended!)
- Nov. 12 - Dec. 12:** Public Comment Period (Thank you to those who shared comments!)
- Dec. 12:** Planning and Zoning Commission work session
- Jan. 9, 2020:** Planning and Zoning Commission public hearing on the plan update
- Feb. 20:** City Council public hearing on Comprehensive Plan update



Located near the old railroad station, The Stand was a popular stopping place for people (and horses) in the 1930s.

CHAPTER 1

The process of updating the plan was driven by the ideas and input of citizens



This plan is more than a year in the making. Preparations began on January 3, 2019, at a work session of the Benbrook City Council. City staff attended, and provided an overview of the current Comprehensive Plan.

That plan had served the City well for many years. However, that version also included a collection of piecemeal updates, most made between 1990 and 2010. More significant, some elements of that plan were outdated and/or no longer applicable.

Rather than start from scratch, staff proposed using the Core Tenets and Guiding Principles of the existing plan as a framework for making updates. City Council agreed. With the core plan elements intact, staff proposed a number of changes. These

included:

- Removing any unnecessary technical information or jargon.
- Establishing a new “community vision.”
- Completely rewriting the sections on transportation and future land use.
- Putting greater focus on undeveloped lands within the existing municipal boundaries.
- Putting greater focus on undeveloped lands in the City’s extra-territorial jurisdiction, or ETJ.

Above: Citizens were invited to review the proposed updates and talk with City staff at an open house. The City also created a page on their website where citizens could read about the proposed updates and submit their comments.

Instead of hiring an expensive consulting firm, City Council chose to form a Comprehensive Plan Steering Committee comprising Benbrook citizens. The members invested considerable time and attention to guide the update process. Inset: Benbrook City Council in 1975.



(An ETJ is land outside of municipal boundaries that a city has subdivision authority over; Benbrook’s ETJ is primarily located south of Dutch Branch Park between Benbrook Blvd./U.S. 377 and Benbrook Lake.)

At the same time, Council directed staff to work on plans for creating a downtown area and a new municipal complex.

The previous plan addressed aging public buildings, but no serious plans were crafted for a downtown/new municipal complex. Benbrook is continuing to grow, and City Hall, the senior center, and the police station all are showing their age. Council members decided the time was right to seriously explore this possibility.

Citizens Take the Lead

City Council also decided against hiring a consulting firm. While many cities choose this route, it is expensive. Instead, Council decided to create a steering committee comprising seven citizens.

Committee members were selected among individuals currently serving on one of the City’s boards or commissions. Council



opted to select these individuals because of their experience representing the citizens of Benbrook.

These appointed individuals, assisted by staff, led the update process. Beginning in March, the Steering Committee met monthly for six months to review the existing plan and make comments. They spent considerable time discussing their “vision” for the City in the coming 20 years.

One of the more challenging tasks for the Committee was determining how best to accommodate multi-family developments and new commercial growth while maintaining the “small-town feel” that Benbrook citizens

Bean Counters

How hard it is to set funding priorities? Community members find out firsthand

The choices are difficult. Services such as street maintenance, stormwater systems, and parks are all paid largely with tax dollars. But the cost of providing these services is increasing, and the demand for new services is expanding. And the amount of funds available is limited.

So as the City plans for the next 20 years, city leaders must decide: What should be our spending priorities?

During the open house held in November 2019, citizens got to experience this process firsthand. Each participant was given five beans, representing tax dollars. On a table were several jars, each one representing a different City service. Participants were asked to choose their priorities by placing a bean in the corresponding jar.

The **City Services Prioritization** exercise was done by 78 citizens. Not surprisingly, citizens’ top priorities were public safety and infrastructure maintenance. Other services receiving strong support were economic development and redevelopment incentives, parks and recreational opportu-



nities and the establishment of a new downtown area and City Hall.

While this was only an exercise, the results provided an interesting look at how community members want their tax payer dollars spent.

The table below shows each of the categories, along with the complete results of the exercise. How would YOU vote?

Service	Public Meeting Ranking	Votes
Public Safety	1	65
Infrastructure Maintenance	2	64
Downtown/New City Hall	3	62
Economic Development Incentives	4	48
Re-development	5	38
Parks and Recreational Opportunities	6	34
Social Programs	7	27
Code Enforcement/Animal Control	8 (tie)	24
Cultural Amenities	8 (tie)	24
Other	9	4

Citizens share written comments at the open house in November.



love about our community. This updated plan contains many elements intended to achieve that balance.

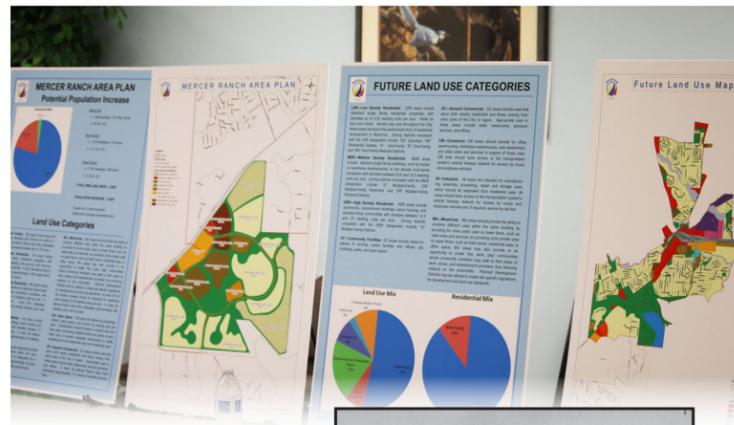
Getting Input from the Public

The Steering Committee’s recommendations were widely circulated. They were presented to City Council on September 19, 2019, to the Benbrook Parks and Recreation Board on October 9, and to the Planning and Zoning Commission on October 10.

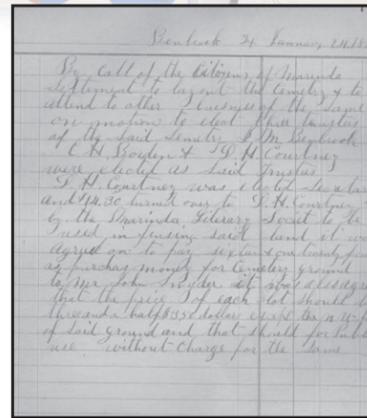
On November 12, the City held an open house at the Benbrook Senior Citizens Center. The public was invited to review the committee’s recommendations and submit comments.

Following the open house, the proposed updates were posted on the City’s website; the public was allowed 30 days to submit additional comments. All citizen input was shared with the Planning and Zoning Commission for their review at a final work session held on December 12, 2019.

From the start, we recognized there was little chance that the refreshed plan would fully satisfy everyone who loves Benbrook. But we do want citizens to know this: The process we used to create this document was methodical and thorough, committed to transparency, and intent on making sure our citizens had many opportunities to share



Above: Maps and information on display at the open house; the final version of these documents will be posted on the City’s website. Right: A page from the Benbrook Cemetery Records book noting that the citizens had elected a board of trustees to manage the cemetery.



their own ideas, hopes, and concerns.

The 2020 version of the Comprehensive Plan is our attempt to layout a vision for Benbrook that preserves the charm of our city while embracing the great opportunities before us. It was exciting for us to write this updated version. We hope it will be just as exciting for you to read it.

CHAPTER 2



Benbrook has both outer and inner beauty. Residents appreciate our great recreational facilities, including neighborhood parks, a golf course, hike and bike paths, and a large regional park.

We have equestrian trails, creeks and creekbanks, amazing views of natural open spaces, and a large water reservoir, Benbrook Lake. We also have cozy neighborhoods and bustling businesses. Viewed as a whole, it’s why we describe Benbrook as a *Small Town, Big Backyard*.

But Benbrook is more than just a pretty face. We are also an inclusive and welcoming community, with quality schools and new developments. We take great pride in our city, and all of us are committed to keeping Benbrook friendly, clean, and safe.

This Plan serves as the blueprint for the future of our City. It is intended to help define and direct how we desire to grow in the coming years. The document is based on our Core Tenets and Vision for the City.

Core Tenets

The Core Tenets represent the fundamental policies of our governance style. They are

intended to express the priorities of the City, state the character and nature of government in Benbrook, and serve as a guide for future City Councils.

Quality of Life: The City of Benbrook endeavors to implement legislation, policies, projects, and services to ensure our community remains a great city, and to enhance quality of life for current and future generations of residents.

Approach to Governance: The City of Benbrook will provide governance that is effective, efficient, and equitable.

Character: The City of Benbrook will govern with attentiveness, compassion, creativity, dedication, dependability, discretion, enthusiasm, fairness, flexibility, honesty, humility, resourcefulness, respect, thoroughness, wisdom, and without bias.

Inclusive Governance: The City of Benbrook believes that the best government is inclusive, communicative, and open.

Services, Programs, and Projects: The City of Benbrook will provide services, programs, and projects that enhance quality of life by assuring that:

- Public safety is emphasized.

- City infrastructure is well-maintained.
- Recreation and cultural opportunities are abundant.
- Development and growth is orderly and strategic.
- Neighborhoods and business corridors are attractive, clean, and safe.

Professional Staff : Through market competitive compensation/benefits and a quality work environment, the City of Benbrook will recruit and retain only the most qualified and professional employees for City service.

Financial Stability: The City of Benbrook is committed to providing citizens the best value for their tax dollars and ensuring that financial resources are available to invest in community priorities. To protect long-term financial stability, the City will:

- Continually strive to diversify the tax base.
- Conservatively estimate revenue receipts.
- Fund core services through reliable and predictable revenue sources.
- Predicate expenditures on need, not revenues.
- Utilize additional revenue sources prudently.
- Require a super-majority vote of City Council for use of sales tax funds and gas and oil lease royalties fund revenues.
- Maximize grant funding.
- Follow a policy of maintaining cash reserves to meet at least three months of operating expenses.
- Keep total annual debt service payments below 20 percent of the City budget.
- Continue “pay-as-you-go” when possible.
- Regularly update the City's long-range financial plan.
- Maintain a high-quality bond rating.
- Hold the line on the current property tax rate and reduce future tax rates as prudently as possible.



OUR VISION:

"Making Benbrook your hometown."

The Big Picture

Our overall goal is to ensure Benbrook remains a city we can be proud of. For our citizens, this means we are committed to:

- Providing excellent municipal services.
- Providing superb public safety and emergency response.
- Remaining fiscally responsible and preserving a strong economy.
- Being family-friendly, inclusive, diverse, and welcoming.
- Ensuring quality schools.
- Ensuring Benbrook is clean, well-maintained, and safe.
- Promoting recreational opportunities and healthy lifestyles, to include:
 - Benbrook Lake
 - Hike and bike paths
 - Equestrian trails
 - Green spaces
 - Parks and recreation
- Supporting amenities, services, and opportunities to enhance our quality of life.
- Quality development and managed growth.
- Offering opportunities for civic engagement.
- Being transparent in governance.
- Being a *Small Town, Big Backyard*, with hometown spirit and community pride.
- Remaining a great place to live, work, and play.

How exactly do we propose to implement these principles and vision? Please read on.

CHAPTER 3



A Lot of Thought

Strategic land-use planning will help our city prepare for the changes to come

Benbrook is a thriving community. More than 23,000 people currently make their home here, an increase of about 8 percent since 2010. We project the city’s population will be about 47,000 by the time our available land is fully developed, or “built out.”

The City can’t control all of the changes that are on the horizon, but we *can* choose how we will prepare for and respond to those changes. With community-focused goals and careful planning, we believe we can not only maintain our city, but enhance it, ensuring that Benbrook remains a place people are proud to call their hometown.

The following sections of the plan detail our goals and principles regarding residential, commercial, industrial, and mixed-use development, and the action steps we think are necessary to achieve those goals.

Residential Areas

Benbrook is by and large a “bedroom community.” That is, most citizens work

outside of the city. Single-family residential areas make up the largest share of all usable land, and will continue to be the dominant land use well beyond 2040. As Benbrook continues to improve, we believe more and more people will choose to live here.

The City encourages the growth of the residential population. To support and manage this new growth, the Future Land Use Plan includes areas throughout the City where new residences can be built. To help City staff evaluate proposals for new developments, the Comprehensive Plan features the following Guiding Principles:

Principle 3.1: Approximately 60 percent of the land available for existing and future development within the City should be allocated to residential uses.

Principle 3.2: No more than 15 percent of the residential land within the City should be allocated to multi-family units.

Principle 3.3: Residential land uses

The City recommends that approximately 60 percent of the available land be allocated for residential use, and that no more than 15 percent of the total residential land be allocated for multi-family use. Inset: The Old Benbrook House was located along Walnut Creek.



should be protected from the intrusion of incompatible land uses.

Principle 3.4: Vacant land or redevelopment within existing residential areas should be limited to similar density residential, public, or semi-public uses.

Principle 3.5: The density of a new residential area should be in the same range as the average density of the adjacent existing developments, unless adequate protection and buffers are provided.

Principle 3.6: Design techniques, such as buffers or screens, access and building orientation, should be employed to mitigate negative intrusions on residential areas.

Principle 3.7: The City should enforce building and other codes to maintain the quality of housing and neighborhoods.

Principle 3.8: Residential development should provide adequate lot size and shape to accommodate residential structures, provide usable open space of adequate size, and protect the privacy of indoor and outdoor uses.

Principle 3.9: Neighborhood streets should have sidewalks amenable to pedestrians.

Principle 3.10: Residential areas should be designed to provide easy, convenient access to community facilities and services.

Principle 3.11: Wherever possible, residential uses should be oriented to front on or face local streets, fronting on collector streets only when necessary. Frontage on arterial streets should be avoided.

Commercial Areas

Business areas within the community should be planned to accommodate a wide variety of regional and local retail, general commerce, and light industrial needs that contribute to Benbrook’s employment and tax base.

The Comprehensive Plan specifically recognizes the unique location advantages of existing and potential commercial areas along the I-20/Loop 820 corridor. Some of that property is designated as appropriate for commercial and office/restricted industrial uses because it has direct, convenient access to residents and businesses of the entire metropolitan region.

Property owners are encouraged to maximize the development potential of designat-

ed land in the I-20/Loop 820 corridor, with reasonable limits set by local access streets, the capacity of utility services and recognition of the need to be compatible with existing uses on adjacent land.

Business property located elsewhere in the city should be oriented to meeting retail and general commerce needs for the citizens of Benbrook and adjoining areas outside the community. Such commercial areas should provide a variety of retail goods and services to meet the convenience or neighborhood shopping needs of area residents.

Principle 3.12: The City should allocate approximately 10 percent of the developable land area within the City to commercial uses.

Principle 3.13: The City should deny zoning requests and development proposals that conflict with the Comprehensive Plan.

Principle 3.14: The City should deny the rezoning of property solely for the intent of increasing the property’s value.

Principle 3.15: The City should discourage rezoning requests that primarily benefit an individual applicant, and are detrimental to the community as a whole.

Principle 3.16: Land development standards in commercial areas should be sufficiently flexible to allow for creative ideas that can enhance stability and strengthen the City’s economic base, while minimizing the adverse effects on adjacent non-commercial uses.

Principle 3.17: The City should review and revise zoning and development regulations regularly, providing adequate flexibility for development to occur within established constraints, and minimizing review and approval time by the City.

Principle 3.18: The City should establish design standards for development of commercial areas and remove Planned Development (PD) zoning designations where they are not appropriate or necessary.

Principle 3.19: The City should encourage appropriate design of commercial corridors that reduce congestion and land use conflicts associated with strip commercial development.

Principle 3.20: The City should provide a regulatory environment that encourages continued viability and expansion of existing conforming businesses and establishment of new business and industry.

Principle 3.21: The City should review its commercial and development regulatory process to identify and implement measures that would reduce the time and expense of development projects while continuing to protect the City’s interests.

Principle 3.22: Sufficient off-street parking should be provided for all land uses to avoid congestion on streets.

Downtown and Mixed-Use Centers

The Comprehensive Plan acknowledges the trend of creating mixed-use developments. These developments provide housing opportunities that are not typically available in a single-family neighborhood, such as loft apartments and live-work units. For many people, this housing option is both attractive and affordable.

Mixed-use centers offer a variety of benefits to citizens. Instead of having to drive everywhere, people may be able to walk to their place of work, to stores, or to entertainment. Also, the greater density of people can attract other new developments, such as restaurants, theaters, and local shops.



As part of the update process, the City prepared a short video showing a concept of what a downtown area might look like. Want to see the clip yourself? Find it on the City of Benbrook website on the Comprehensive Plan page.

The City’s approach to the development of these areas is to establish certain minimum performance standards through zoning, and then allow the developer the flexibility to create the project with little interference from the City.

For example, the zoning ordinance may require developments to have landscaping and street trees, off-street parking, extensive pedestrian circulation, and an established public open space.

Similarly, buildings could be required to have a minimum of two stories and a maximum front yard setback of 10 feet; each block would need to have a minimum mix of residential and retail, office and/or restaurant use, and environmentally beneficial areas (streams, floodplain, etc.) would have to be protected.

Beyond those basic standards, the developer is responsible for developing a site plan and architectural theme for the project. The City may assist the project through the acquisition of grants, public funding of certain infrastructure, or the creation of tax increment finance district or public improvement districts.

Principle 3.23: The City should seek ways to reduce sprawl, use infrastructure more efficiently, and provide more environments that mix residential and commercial uses, and are welcoming to pedestrians.

Principle 3.24: The City should support a diversity of building types to accommodate a mix of residential and commercial uses.

Principle 3.25: The City should encourage a street design with wide sidewalks and attractive streetscapes that focus on the safety of pedestrians.

Principle 3.26: A downtown should include outdoor open spaces of sufficient size to support large public gatherings, festivals and other civic functions.

Principle 3.27: A downtown plan should call for businesses to also feature open spaces for amenities such as outdoor dining and window displays, as well as festivals, farmers markets, and other social events.

Industrial Areas

The Comprehensive Plan specifically

recognizes the positive contribution industrial businesses provide to our community’s economic and employment structure. At the same time, the City must strive to control or mitigate nuisances and emissions that may impact the surrounding area.

Noise, glare, heat, vibration, dust, air pollution, solid and liquid waste, and visual blight all can detract from nearby residences, businesses, or public spaces.

Accordingly, industries must be able to provide assurance that air emissions and disposal of industrial wastewater and solid wastes will meet environmental standards, and that storage, handling, and disposal of hazardous materials will be done in a safe and environmentally-sound manner.

Principle 3.28: Industrial areas in the community should be for manufacturing, assembly, processing, repair, and storage uses, and be located separate from residential uses, to the mutual benefit of all parties.

Principle 3.29: Industrial uses should have direct access to the city’s transportation system arterial/freeway network for use by trucks and employee vehicles and, if required, rail line service.

Principle 3.30: Site design techniques should recognize the unique characteristics of industry and mitigate their impact on adjoining property.

Principle 3.31: Industrial sites that use hazardous materials or perform hazardous operations should have easy access to fire and rescue services and be separate from non-industrial uses.

Environmentally Sensitive Lands

The City of Benbrook contains many natural land features that contribute to the community’s character. Streams, undeveloped

floodplain, and naturally vegetated areas enable the community to better withstand major storms, which contributes to the quality of life of its residents. The Comprehensive Plan recognizes that preserving and enhancing these natural areas offers multiple benefits to the community.

Principle 3.32: Private retention of environmentally-sensitive areas as undeveloped open space is specifically encouraged to protect fragile natural features, such as steep slopes, easily eroded soils, natural vegetation and drainage courses, and to help protect urban development from damage from soil erosion and flooding.

Principle 3.33: Where permitted, urban development in environmentally-sensitive areas should be appropriately engineered to avoid damage to natural and man-made environments.

Principle 3.34: Specific site design techniques, such as clustering development to limit the size of the disturbed area, lowering the density of development, and providing on-site mitigation measures to minimize site disruption should be used to limit harmful impacts on sensitive areas.

Principle 3.35: The City should utilize best-management practices for erosion and sedimentation control.

The Future Land Use Map

We know that the details of each land use — its location, density, and orientation — affect every other aspect of city planning, including infrastructure, drainage, traffic, schools, and public safety. When the City is planning future development, we rely heavily upon the **Future Land Use Map (FLUM)**.

The FLUM recognizes existing land uses, environmental constraints, and land use goals. It also reflects the market viability

of the proposed land use allocations. For example, the city supply of commercial or industrial lands should be economically feasible for the community.

The FLUM represents what we believe is the ideal balance of private and public land uses for Benbrook. It is also a dynamic document, one that can be adapted as goals, conditions, and trends change. Thus, if a desired proposed land use is in conflict with the Comprehensive Plan, the City may amend the document and then approve the project. Of course, a change in the FLUM may result in changes throughout the Comprehensive Plan.

The FLUM designations indicate the preferred land use of a particular area of the City or extraterritorial jurisdiction. The FLUM map and Mercer Ranch Area Plan appear on the next pages, and the future land uses are categorized as follows:

Agriculture (AG)

These areas include larger properties primarily for the raising of crops or livestock. The properties may include a residence and farm-related structures. "SD" Suburban District is an appropriate zoning designation for this category.

Low-Density Residential (LDR)

These areas include detached single-family residential properties with a typical density of 3 to 6.25 dwelling units per acre. While lot size and overall density may vary throughout the City, these areas represent the predominant form of residential development in Benbrook. These areas may also include local amenities for residents, such as neighborhood parks or places of worship. Zoning districts consistent with the LDR designation include "RE" Residential Estates, "A" One-Family, "B" One-Family, and "BR" One-Family Reduced Districts.

Medium-Density Residential (MDR)

These areas include townhouse or duplex residential properties with a typical density of 6.25 to 12.5 dwelling units per acre. Zoning districts consistent with the MDR designation include "C" Multiple-Family and "CR" Multiple-Family Restricted Districts.

High-Density Residential (HDR)

These areas include apartments, condominium buildings, senior housing, and special types of group living. These areas vary greatly in terms of density depending on scale, but typically have at least 12.5 to 25 dwelling units per acre. Zoning districts consistent with the HDR designation include "C" Multiple-Family and "D" Multiple Family Districts.

General Commercial (GC)

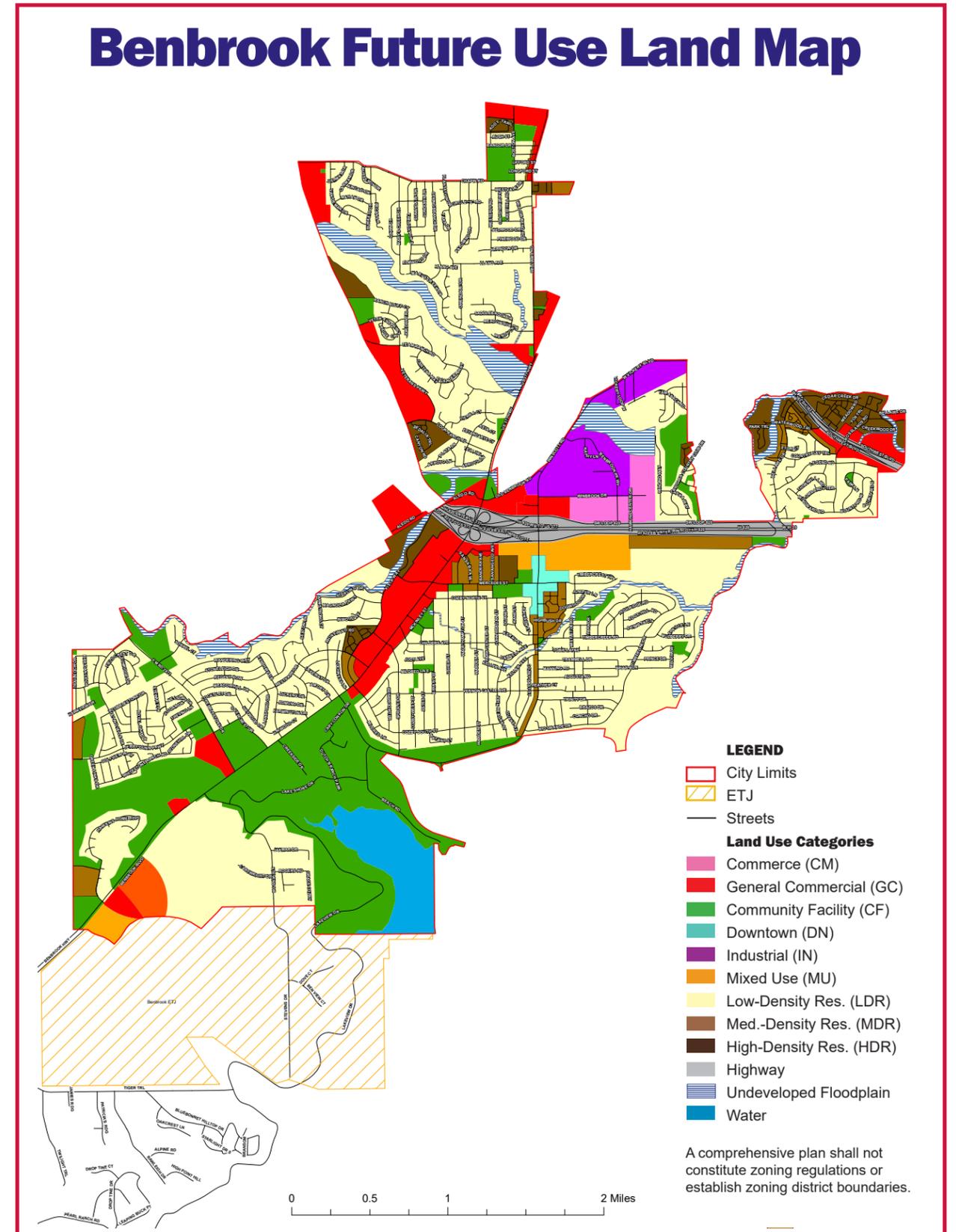
These areas include uses that serve both nearby residential and those coming from other parts of the City or region. Appropriate uses in these areas include retail, restaurants, personal services, and offices.

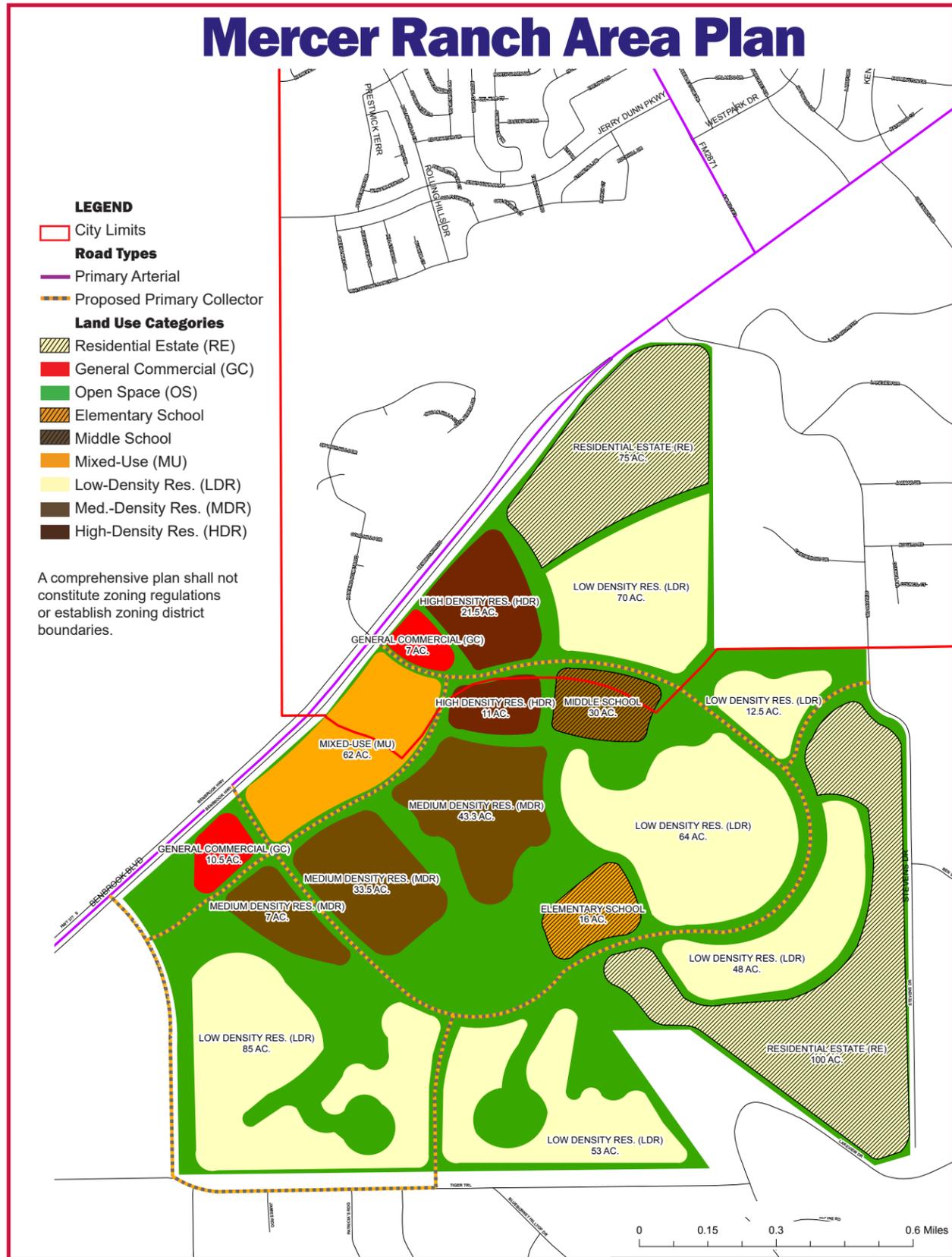
Highway Corridor (HC)

These areas should encourage developments and uses which serve the local community and attract customers and clients from neighboring communities. HC areas should discourage inappropriate land uses deemed detrimental to desired development and redevelopment along the City's primary commercial corridors. These corridors include I.H 20/Loop 820 and Benbrook Boulevard/U.S. 377.

Mixed-Use Commercial (MU)

As previously noted, these areas can feature loft apartments and live-work units. People often can walk to their place of work or to shop and dine. Mixed-use can also attract new restaurants, theaters, and other cultural/entertainment amenities.





districts consistent with the MU designation include “MU” Mixed-Use and “PD” Planned Development District.

Downtown Commercial (DN)

This is an area intended for a mix of retail, office, and residential uses within a pedestrian-oriented neighborhood. Front building façades should be located near sidewalks. Building heights should be a minimum of two stories. On-street parking should be provided.

The downtown area should also serve as a location for various civic uses and a gathering place for community activities.

Districts consistent with the DN designation include “PD” Planned Development District and a future Downtown Zoning District.

Industrial (IN)

These areas are intended for manufacturing, assembly, processing, repair and storage uses, which, by the nature of their operations, should be separated from residential uses. Industrial uses should have direct access to the transportation system’s arterial freeway network for access by trucks and employee vehicles and, if required, service by rail. The “H” Industrial Zoning District is consistent with the IN zoning designation.

Goals and Action Items: Land Use

Goal 1: Provide for adequate land area to achieve a desired development mix.

Action Items

- 1.1: Monitor land use and update the Future Land Use Map as necessary to ensure the plan maintains the desired land development mix.
- 1.2: Regularly meet with the Fort Worth Independent School District (FWISD) to monitor changes in population and demographics that may affect local school enrollment and facility needs.
- 1.3: Promptly notify the FWISD of all development proposals that could affect school enrollment and facility needs.
- 1.4: Update the Future Land Use Map as necessary to include future school sites or other public facilities.

Goal 2: Protect existing neighborhoods.

Action Items

- 2.1: Provide prompt notice to neighborhood associations of zoning changes or other significant development plans that may affect their neighborhoods.

- 2.2: Periodically conduct audits of neighborhood associations to verify that sufficient cash reserves are held for ongoing maintenance of all perimeter fencing and other public amenities.

- 2.3: Code enforcement officers will regularly patrol the corridors and evaluate properties to determine non-compliance with adopted City codes, in order to maintain an attractive and safe community. Officers will work with property owners to achieve voluntary compliance. When necessary, officers should resolve violations through appropriate abatement procedures.

- 2.4: Encourage individual homeowners to participate in the principles of CPTED (Crime Prevention Through Environmental Design) as outlined on the City’s website and newsletters, and to participate in neighborhood meetings, the Citizens on Patrol (COPs) program and National Night Out.

- 2.5: Establish buffers or other screening methods to minimize conflicts with non-residential uses.

2.6: Consider adoption of the Property Maintenance Code.

Goal 3: Promote quality new residential development.

Action Items

3.1: Establish new multi-family development standards that ensure new development is of the highest quality to endure the test of time.

3.2: Review and update the residential subdivision development standards.

Goal 4: Maintain, update, or establish land-use regulations and processes that are business-friendly and community-focused.

Action Items

4.1: Revise existing sign code regulations to better meet the needs of businesses while ensuring signs are visually compatible with surrounding development.

4.2: Encourage and support the rezoning of existing Planned Development zoning districts that do not have specific development standards or clear review procedures.

4.3: Establish development review procedures that foster good communication and timely responses.

Goal 5: Promote redevelopment and infilling of undeveloped areas in the city.

5.1: Identify and encourage redevelopment or revitalization of distressed or underdeveloped areas through the adoption of Area Plans. City Council may call on the Planning and Zoning Commission (P&Z) or the Economic Development Corporation (EDC) to provide suggestions or recommendations.

5.2: Review adopted development standards and, where prudent, revise these standards



Laying the cornerstone of the Benbrook United Methodist Church in 1929.

to lessen redevelopment barriers.

5.3: Encourage cooperation and coordination between property owners during the property redevelopment process. City staff should help facilitate meetings whenever possible.

Goal 6: Establish an active and vibrant downtown Benbrook.

Action Items

6.1: Establish a downtown zoning district ordinance that promotes a wide variety of land uses and activities, including: commercial, residential, and community-oriented activities.

6.2: Explore the feasibility of building a new City Hall that incorporates the police department, city administration offices, senior center, and other public use facilities into a single municipal complex.

By following the Future Land Use Map, and implementing this Comprehensive Plan, we believe Benbrook can maintain its current healthy balance of land use — and be well-prepared for our community's growth and future development.

CHAPTER 4

Land-use planning revolves around the city's transportation system — and vice versa

Two-way Traffic



Every development decision the City makes must include careful consideration of the impact on the transportation system.

For example, planners must determine if the current and future system will support the proposed land uses.

They must also assess the amount of time required to build a new system, and the likelihood that public or private capital funds will be available to maintain and improve it in the future.

Similarly, decisions about changes to the transportation system require careful consideration of their impact on Benbrook's current and long-term land use.

The work is complicated by the fact that changes in land use and transportation often occur at different rates.

Land use changes often result from citizens making decisions about their private property; these changes tend to occur in a piecemeal manner. Transportation changes, meanwhile, impact large areas, if not the

entire city. This means the City must sometimes make transportation system decisions based on *projected* land-use activity.

It's an inexact science. But it is critical work, because the city's land use and transportation system are inseparable.

So just as the City needs to have a desired land use arrangement, we also need to have a preferred transportation system arrangement. This helps Benbrook maintain an acceptable balance between the land use and transportation system—one that meets the community's mobility and circulation needs and maintains a high-quality urban environment.

Principle 4.1: The City should ensure that future development and related roadway improvements address capacity and connectivity needs in a proactive manner.

Principle 4.2: The City should deny development proposals that are in conflict with the Master Thoroughfare Plan.



In the coming years, the City will need to continue to coordinate its own transportation plans with those of Fort Worth, the State, and other partners. Above: an aerial photo of Benbrook today. Opposite: Carruthers Field was located in the approximate area of Benbrook Elementary School.

Principle 4.3: The thoroughfare system should be compatible with the land use plan so that travel efficiency and safety are maintained.

Regional Context

The City must always keep in mind that our transportation system is not self-contained. Our roads and plans are interrelated with the systems and planning of the Texas Department of Transportation, the City of Fort Worth, and the Regional Transportation Council of the North Central Texas Council of Governments (in their role as Metropolitan Planning Organization). Continued coordination between these entities is necessary to avoid potential problems and conflicts.

Also, while transportation in Benbrook is primarily done by car, other modes are offered throughout the Metroplex. This Comprehensive Plan is supportive of these systems, provided they are cost-effective.

Principle 4.4: The City should support cost-effective alternative transportation opportunities as they arise.

Street Functions

A key strategy for facilitating the mobility of citizens and goods is to provide streets with sufficient capacity to handle the projected traffic efficiently. Adequate sizing of streets promotes traffic safety as well as traffic flow. The City should not construct larger streets than necessary to handle the projected flow. Inappropriate street sizes may be a poor investment and may result in increased speeds and increased external traffic through sensitive areas. The general transportation network is intended to allow ease of travel from a local street to a freeway and every step in between.

Types of Streets

To accomplish the goal of providing a street system to efficiently move traffic, the City has adopted a functional classification system of different types of streets.

This plan has a six level classification system for use in street system analysis:

1. Freeways (or interstate systems) are devoted to moving high volumes of traffic with maximum efficiency. This roadway requires 400 feet or more of right-of-way. Access is restricted to widely spaced interchange points (typically one mile apart or more) and land adjacent to the freeway is usually accessed by a parallel frontage road separated from the freeway main lanes. To enhance traffic flow, roads at all freeway crossings are built at different elevations, or "grade-separated."

2. Primary Arterials are designed to provide movement of high volumes of traffic between major traffic centers (neighboring towns, commercial centers, and large neighborhoods, etc.). These roadways are usually spaced at approximately one-mile intervals, unless terrain or barriers create a need for a major deviation. The minimum primary arterial cross section contains four moving traffic lanes. Right-of-way requirements typically range from 100 to 120 feet. Primary arterials are normally divided, include left turn lanes, and limit the number and location of access driveways.

3. Secondary Arterials are designed to collect and distribute traffic from lower classification roadways to a principle arterial or freeway. Due to primary arterial spacing and capacity limitations, secondary arterials may also function as primary arterials in limited portions of the City. Secondary arterials typically provide a minimum of two moving lanes of traffic, and left turn

movements can be accommodated through the use of continuous left-turn lanes. Right-of-way requirements typically range from 70 to 100 feet.

4. Primary Collectors serve to collect and distribute traffic from local streets to the arterial roadway system and beyond. Primary collectors are used most often in commercial and industrial areas, and as may be necessary in residential areas. The minimum right-of-way requirement for a non-residential primary collector is 70 feet. The minimum right-of-way requirement for a residential primary collector is 60 feet. Two moving lanes of traffic, plus any on-street parking, are the minimum pavement requirements for primary collectors. Primary collectors are designed to carry two moving lanes at all times with no residential driveway access.

5. Secondary Collectors serve to collect and distribute traffic from local streets to primary collectors and the arterial roadway system. Secondary collectors are designed to discourage cut-through traffic by offsetting intersections, incorporation of



Individual developers may propose a street system for their respective development, which must comply with the City's adopted policies and the general layout of the surrounding developments. Right: Benbrook Boulevard/U.S. 377 today. Inset: The same road in the 1970s.



curvilinear design, and other traffic calming methods. The minimum right-of-way requirement for a secondary collector is 60 feet. Two moving lanes of traffic, plus any on-street parking, are the minimum pavement requirements for a collector street in a residential area. Secondary collectors are designed to carry two moving lanes at all times while allowing for residential driveway access.

6. Local Streets provide access from an individual lot to the street system. The minimum right-of-way requirement for a local street is 50 feet. Two moving lanes of traffic, plus any on-street parking, are the minimum pavement requirements for a local street in a residential area.

The ideal spacing for arterials is one mile apart and the ideal spacing for collector streets is every half mile. However, the location of arterials must also recognize the existing topography and physical barriers and be supportive of the existing and planned land uses. Cross-access easements between nonresidential properties should be required to better limit the number of driveway access points to higher classification roadways.

The City generally does not plan the layout of local streets. Instead, we allow each individual developer to propose a local street system that meets the City's design standards and criteria.

Principle 4.5: A system of arterials, collectors, and local streets should be planned and established to provide safe and efficient flow of traffic through the City.

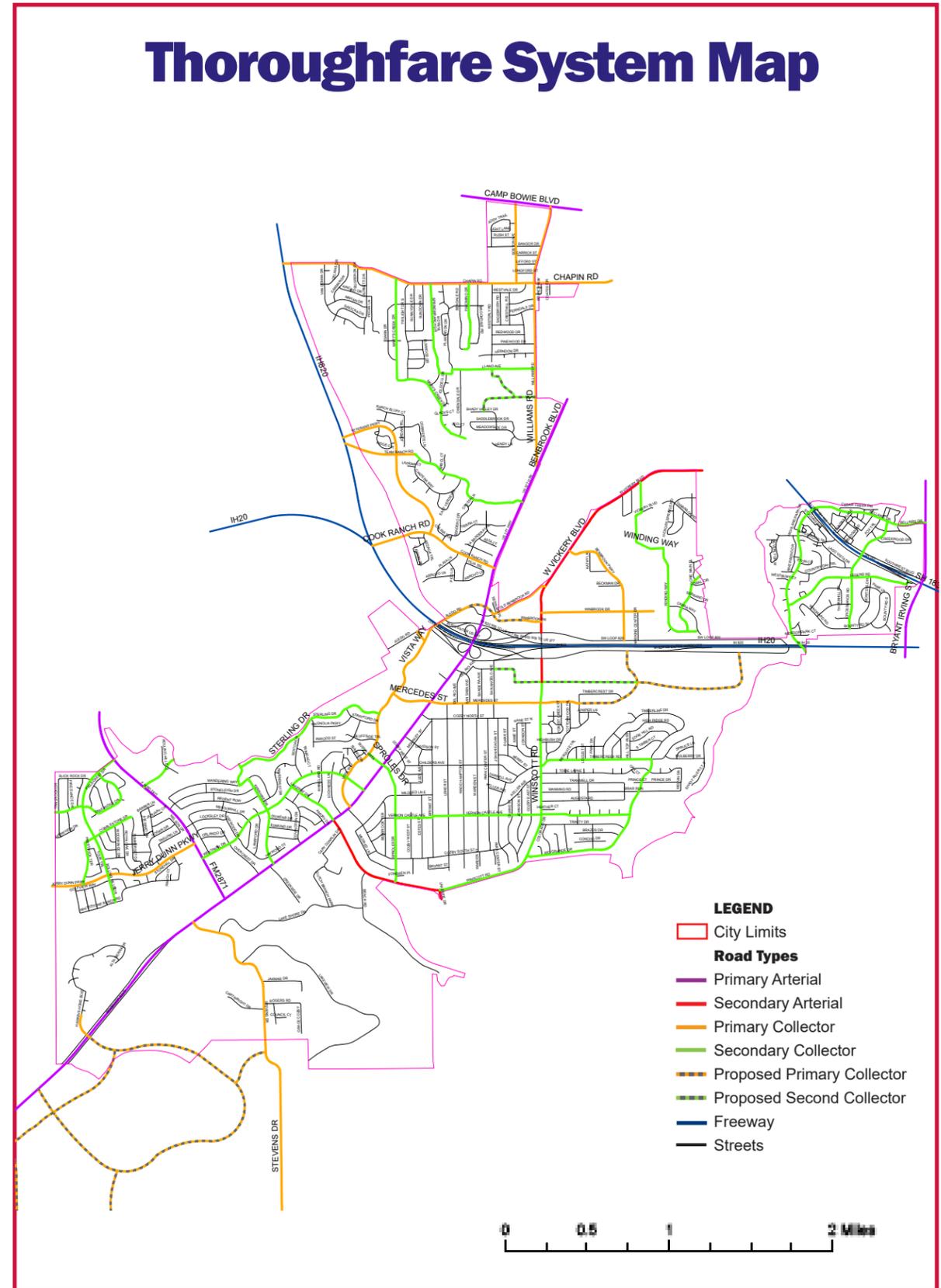
Street Capacity

Streets are intended to handle traffic with maximum efficiency and safety. The ability of a street to efficiently move a given volume of traffic can be classified into one of six service levels. The levels and definitions are as follows:

Level of Service A is free-flowing traffic, typified by low volumes and high speeds. There is little or no restriction in maneuverability because other vehicles and drivers can maintain their desired speed with little or no delay.

Level of Service B is stable flowing traffic, but with operating speeds beginning to be restricted by traffic conditions. Drivers have reasonable freedom to select their speed and lane of operation.

Level of Service C is still stable flow, but the higher traffic volume inhibits speed and



maneuverability. Most drivers will have to adjust their speed to the traffic flow, and will have some difficulty changing lanes and passing. This level is generally considered the best, because it provides safe, efficient mobility at a reasonable cost to taxpayers.

Level of Service D approaches unstable flow. Fluctuations in volume or temporary restrictions may cause substantial reductions in speeds. Drivers have little freedom to maneuver and their comfort and convenience is compromised.

Level of Service E is unstable flow at capacity. Stoppages may occur for momentary durations (e.g., stop-and-go traffic).

Level of Service F is essentially gridlock, with traffic exceeding the capacity of the roadway. Such conditions are characterized by stop-and-go travel at low speeds and high accident potential.

Goals and Action Items: Transportation

Goal 1: Maintain an up-to-date Master Thoroughfare Plan.

Action Items

- 1.1: Implement the Master Thoroughfare Plan and update as necessary.
- 1.2: Require right-of-way dedication at the time of platting or re-platting of property.

Goal 2: Base roadway development on the Future Land Use Map.

Action Items

- 2.1: Conduct Level of Service evaluations on non-residential roadways with the assistance of the North Central Texas Council of Governments (NCTCOG), as opportunities arise.
- 2.2: Continue to coordinate with the Texas Department of Transportation (TXDOT) and NCTCOG for transportation improvement projects and funding.

Principle 4.6: All roadways should be designed and built to Level of Service C.

Design Standards

The effectiveness of the transportation element is only as strong as the degree to which it is implemented. The thoroughfare system is built by both the City and by private developers, in accordance with City requirements. To promote development of an appropriate thoroughfare system, the following two design standard principles have been adopted:

Principle 4.7: City streets should be designed, constructed, and maintained to promote safety, efficiency, and durability.

Principle 4.8: Future development proposals and related roadway improvements should adequately address the safety needs of pedestrians and cyclists.

2.3: Annually review, and as necessary update, the Capital Improvement Program (CIP) to include roadway projects to maintain and upgrade existing roadways.

2.4: Continue to leverage the annual Tarrant County street overlay program to the maximum extent practicable.

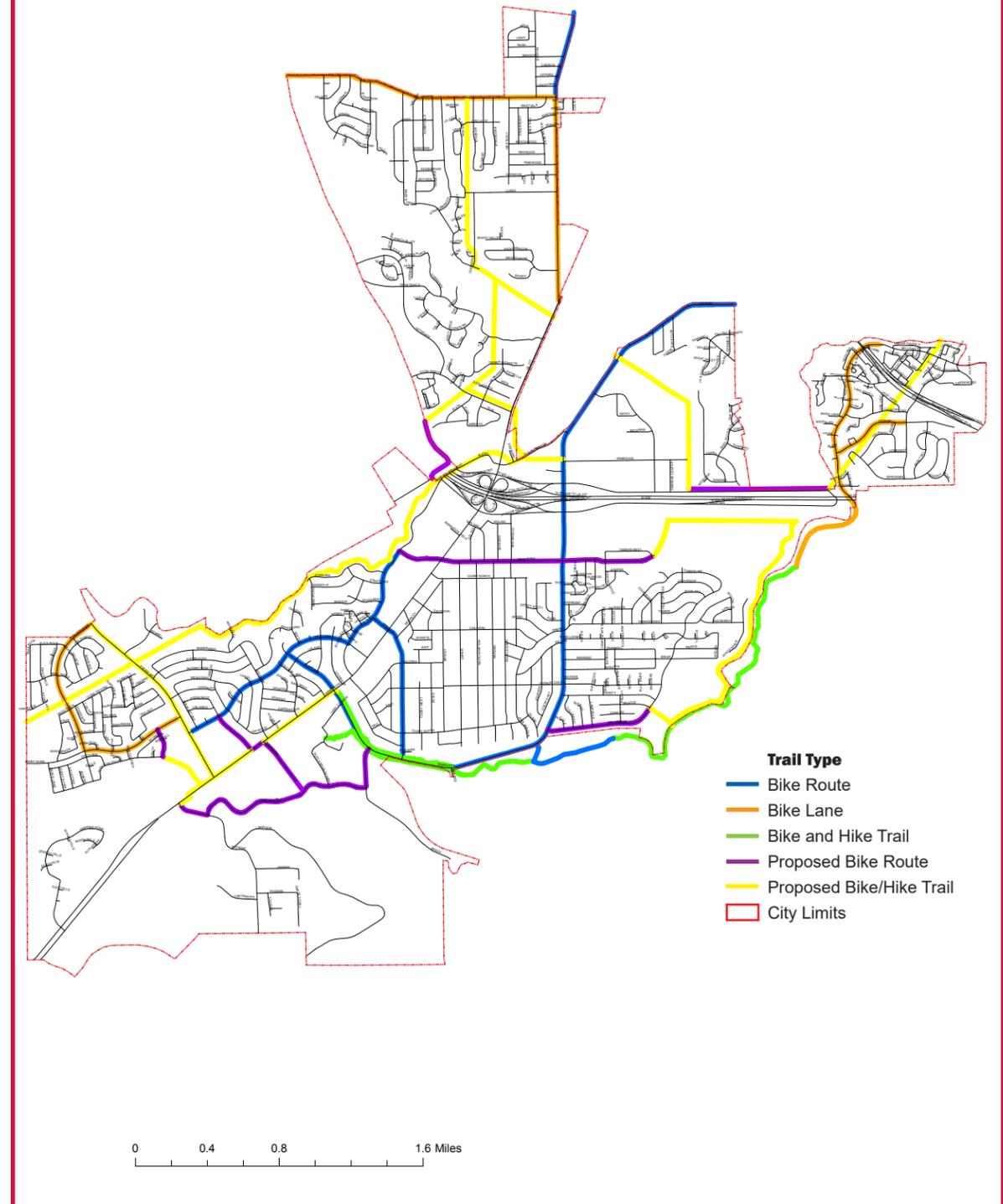
2.5: Establish and institute a Pavement Management Plan.

Goal 3: Enhance overall traffic and pedestrian safety.

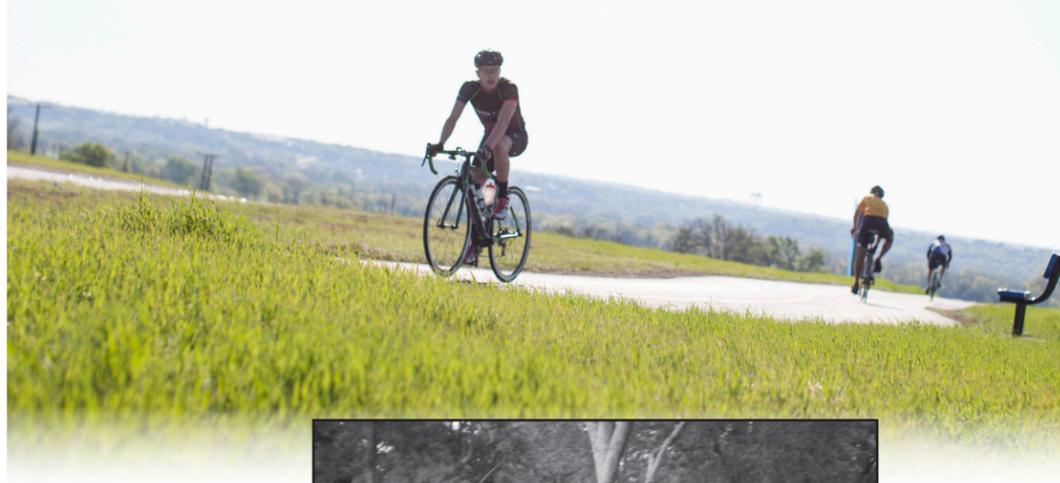
Action Items

- 3.1: Periodically gather traffic counts on key roadways.
- 3.2: Continue to gather accident data and monitor accident patterns to evaluate whether any traffic control or roadway modifications may improve traffic safety.

Hike and Bike Trails Map



One of the City's goals is to install more facilities for cyclists and pedestrians, giving special attention to adding on-street bike lanes and safe crossings at busy intersections. Right: cyclists along Winscott Road. Inset: young horseback riders at Benbrook Stables in 1988.



- 3.3: Support the installation of way-finding signage at key areas throughout the City.
- 3.4: Support the installation of streetlights at all intersections.
- 3.5: Establish and implement a street-sweeping program.
- 3.6: Establish and implement a sign inventory and maintenance program.
- 3.7: A cul-de-sac or other method of emergency turn-around should be installed at existing dead-end streets in the City that do not already have one.
- 3.8: Provide a safe pedestrian crossing on Benbrook Boulevard/U.S. 377 between the Westpark neighborhood and Dutch Branch Park.
- 3.9: Provide a safe pedestrian crossing on R.M. Road 2871, between the Westpark neighborhood and Westpark Elementary.
- 3.10: Review existing Commercial Truck Route regulations and update as necessary.

Goal 4: Install more facilities for pedestrians and cyclists and promote them to the community.

Action Items

- 4.1: Establish a policy that addresses the installation of sidewalks on existing streets having incomplete or no sidewalks.
- 4.2: Establish a citywide trail plan that connects to the North Central Texas Council of Government's Veloweb system.

- 4.3: Meet with FWISD to discuss a Safe Routes to School program and work to implement it as practical.
- 4.4: Support the construction of pedestrian and bicycle facilities to improve connectivity within and between existing residential subdivisions, retail areas, schools, workplaces, and recreational destinations. Special consideration should be given to establishing on-street bike lanes and to creating safe crossings at major roadways and intersections.
- 4.5: Increase promotion efforts of the city's pedestrian and bike trails, encouraging citizens to use their cars less and be more active.
- 4.6: Seek grants or cost-sharing methods to cover costs of capital expenditures on sidewalks and trails.
- 4.7: Highlight areas of interests or destinations through the use of "way-finding" signage along key bicycle and pedestrian trails.

Goal 5: Create a plan to bring all playgrounds into compliance with the Consumer Product Safety Commission (CPSC) and the Americans with Disabilities Act.

CHAPTER 5



Public safety may be the first pillar of any successful community. Citizens want to feel safe and secure in their homes, neighborhoods, and work places, and especially in their schools and public spaces. They also want emergency responders to arrive quickly in case of a fire, medical emergency, or natural disaster.

In Benbrook, public safety includes police protection, fire protection, emergency medical care, and disaster preparedness and response. This chapter will cover plans for each of these units.

Police

The Benbrook Police Department is recognized as one of the more effective depart-

The annual National Night Out event is a great opportunity for Benbrook's public safety teams to build community partnerships that help fight crime.

ments in Tarrant County. The department consists of 42 full-time and two part-time sworn officers, and 11 full-time civilians: four dispatchers, four records clerks, one supervisor, one property/evidence tech, and one administrative manager. The department also has one full-time and one part-time animal control officer.

In 2019, Patrol and Criminal Investigation Sections responded to 15,171 calls for police service—an average of 42 calls every day. In the process, they also logged more than 267,000 miles patrolling our streets.

The average response time in 2019 was

2.64 minutes per call; that figure is down slightly from 2018, when the response time was 2.87 minutes. This number compares very favorably to other cities; for example, Fort Worth’s average response time to top-priority incidents was more than nine minutes.

A valuable extension of the police is the all-volunteer Citizens on Patrol team. In 2019, they logged 1,515 hours of service and patrolled more than 10,000 miles. Perhaps most significant, they also filed 478 reports.

In order to be effective in preventing crime, the Police Department must have the trust and support of the community. And

the cornerstones of public trust are partnerships, transparency, accountability, and shared problem-solving. As such, the City believes the following principles are critical to the continued success of the Police Department’s mission:

Principle 5.1: The City should provide well-staffed, well-trained, and well-equipped police force and facilities to respond to emergency calls throughout the City within three minutes.

Principle 5.2: The Police Department should take all necessary steps to reduce the incidence and fear of crime by aggressively enforcing the laws of the City and State.

A key crime prevention tool: YOU

Principle 5.3 states that Benbrook Police should continue to practice "comprehensive crime prevention and crime reduction efforts." Here's what that means—and how it helps all of us.

1. Provide prompt, professional service.
2. Develop and maintain positive relationships with other law enforcement agencies, making it easier to exchange information with them and coordinate crime reduction efforts.
3. Build and nurture relationships with businesses, community leaders, and residents, making it easier to identify and address issues and community concerns.
4. Regularly prepare and present crime prevention educational programs to local volunteer groups, homeowner associations, hotel/motel establishments, businesses, and citizens.

5. Assist with crime prevention by implementing the principles of Crime Prevention Through Environmental Design (CPTED).
6. Administer a departmentwide field training program, striving to enhance the existing positive culture and shared values.
7. Embrace and promote the ideas of community-oriented policing and the Peelian principles ("policing by consent").
8. Assign directed patrols in response to collected crime data, as well as feedback from the community.
9. Be responsive to needs of the community.
10. Maintain a Crime Prevention and Community Resource office to identify, coordinate, and implement effective crime prevention strategies.

Fire and Emergency Medical

The Benbrook Fire Department responds to fire and emergency medical calls for the entire city. Under a contract with Tarrant County, the Department also provides service to specific areas outside of the city limits. In addition, Benbrook has mutual aid agreements with Fort Worth and other surrounding cities, allowing the participating cities to share equipment and personnel.

These agreements help save time and costs, and can potentially help save lives.

The department has 31 full-time staff, one part-time employee and three volunteers. All of the full-time firefighters are also EMS-certified and staff the ambulances as well.

Benbrook’s Central Fire Station, renovated in 2013, currently provides adequate space for the staff and equipment. However, the facility’s equipment storage space is limited: The State Board of Insurance guidelines suggest the station could be nearing its maximum capacity. Depending on future growth of the city, some equipment may need to be moved, most likely to a new branch fire station for the southern part of the city.

To facilitate the fastest possible service for our citizens, Benbrook participates in the National 911 Program. The Department has adopted a goal of responding to a fire or medical emergency within the city in five minutes or less.

This goal complies with the guidelines of the National Fire Protection Association, which recommends a maximum response time of five minutes for residential areas and a maximum of three minutes to respond to commercial/industrial areas, due to increased hazard potential. The five-minute response time generally corresponds to a



The Citizens on Patrol are a volunteer group that supports the police in a variety of ways. In 2019, they logged 1,515 service hours and filed 478 reports.

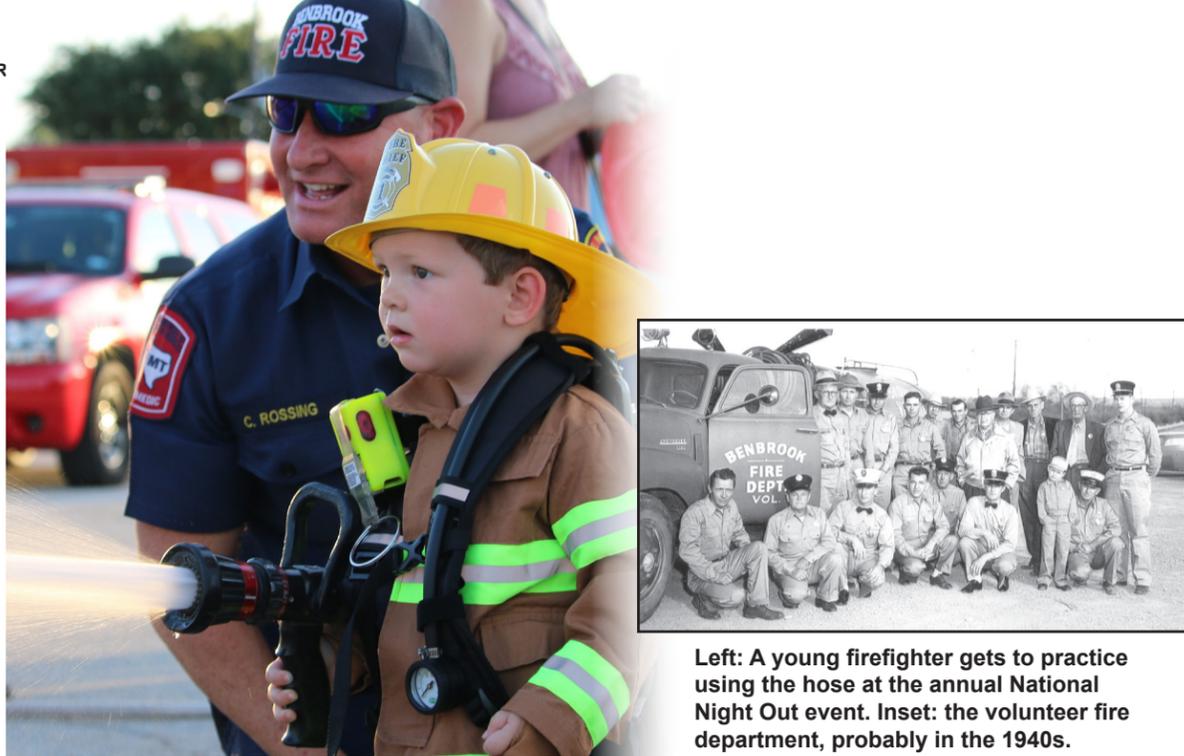
1.5-mile radius from a fire station, though there may be some variations.

The Insurance Service Organization (ISO) rates communities on their fire suppression response and readiness. Ratings are based on a scale of 1 to 10, with a 1 being the best; in 2018, Benbrook was upgraded from a rating of 3 to a 2. More than just a professional achievement for the Department, these ratings dictate homeowner insurance rates.

The Benbrook Fire Department has also been the recipient of several “Voice of the People” safety awards, presented by the National Research Center of the International City Management Association (ICMA).

As our community continues growing, it will be crucial to ensure that the existing station, and any future ones, can maintain the five-minute response time and excellent service our citizens have come to expect and appreciate.

Principle 5.4: The City should provide well-trained, well-staffed, and well-equipped fire department and facilities to respond to emergency calls throughout the City within five minutes.



Left: A young firefighter gets to practice using the hose at the annual National Night Out event. Inset: the volunteer fire department, probably in the 1940s.

Disaster and Response Preparedness

Disasters happen. Severe weather events, hazardous chemical spills, and widespread fires can devastate a community. When disaster strikes, communities can suffer severe damage, resulting in the loss of life and property.

No community can fully anticipate or prepare for natural or man-made disasters. Regardless of the type of emergency, the City works to be as prepared as possible. We seek to identify the most likely risks, take steps to minimize them where possible, and to review and modify procedures to effectively respond when needed.

Disaster response is the responsibility of numerous officials and agencies. Chapter 2.32 of the Benbrook Municipal Code and the adopted Emergency Management Plan govern the City of Benbrook’s response to emergencies. The City also participates in Tarrant County’s emergency management council, and cooperates in mutual aid response to emergencies in other cities.

The Emergency Management Coordinator, assigned from the Benbrook Fire Department, maintains and updates the Emergency Management Plan. This plan defines

the key players, their responsibilities, and specific protocols for response.

In the event of a declaration of an emergency, the response is coordinated by an executive group. This group consists of the Mayor, City Manager, Emergency Management Coordinator, and the City Attorney. Additional personnel are responsible for various aspects of emergency response. Emergency activities are directed from the Emergency Operating Center (EOC), located within the Central Fire Station, 528 Mercedes Street.

If the magnitude of a disaster exceeds the City’s ability to respond effectively, the Governor and/or President could declare a state or national disaster or emergency. In addition, several state and federal laws and executive orders may affect responses to specific disasters.

Benbrook is fortunate to be served by an exceptional, award-winning public safety team. We know we cannot eliminate every risk, but by continually monitoring our readiness, engaging in training, and reviewing best practices, we hope that, should disaster strike, we are as ready as possible to serve and protect our citizens.

CHAPTER 6



Evaluating and improving our community facilities will be a top priority in the coming years

The Benbrook Senior Citizen Center provides a variety of engaging programs and social activities for seniors, including a monthly dance night.

While the first priority for many citizens is to have a city that is safe, there is also great interest in having a city with quality community facilities.

Community facilities are publicly owned properties and infrastructure, including the police and fire stations; community centers, parks, and recreation facilities; the bridges, storm water systems, and sidewalks, as well as all the streets. The City’s administration buildings and maintenance and service centers are also considered community facilities.

There are some notable exclusions. Unlike most municipalities, Benbrook does not manage the city’s water supply and wastewater infrastructure. These facilities are owned and managed by the Benbrook Water Authority (BWA). In 1949, the City granted franchise authority to the Worth Water Company to install and operate a

water system in Benbrook. In 1955, the Texas Legislature established the BWA as a water conservation and reclamation district, and it assumed the assets of the Worth Water Company.

In addition, the Benbrook Public Library and the city’s utility services (gas, electric, phone, cable, etc.) operate outside of the City’s community facilities system.

But even with these exclusions, community facilities clearly are a big category. It’s also an expensive one: In fact, community facilities make up the City’s largest public investment. And maintaining these facilities is our largest long-term liability. This chapter lays out the City’s long-term plans for providing and maintaining quality community facilities.

Principle 6.1: The City should provide sufficient infrastructure, facilities, and services to meet the needs of the citizens and protect their rights, while minimizing costs to the extent practical.

Principle 6.2: In every department, the City should maintain appropriate staffing levels to meet the needs of the citizens.

As previously noted, the City is responsible for the long-term maintenance and viability of our physical infrastructure, including approximately 108 miles of roads. Annually, the City adopts a Capital Improvement Program (CIP) that specifies proposed major capital improvements projects, including funding sources, for the upcoming five-year period. The CIP typically includes funding for larger drainage projects and the annual asphalt overlay program, used to upgrade approximately 8 miles of roadway each year. Streets are selected based on pavement condition, street age, traffic volume and street classification (arterial, collector, residential, etc.).

For some time the City has implemented a "pay as you go" or capital replacement fund approach. Alternatively, the City could incur long-term debt in the form of general obligation bonds. Finally, the City can issue short-term debt instruments in the form of certificates of obligation. These are the three major methods of obtaining funds for capital projects and the City has used all three methods to some degree.

City Administration

Benbrook City Hall occupies about 1.8 acres of land at 911 Winscott Road. The 10,480-square-foot building was constructed in 1976. Most administrative functions are handled here, including City Council and board and commission meetings.

In 2018, City Council authorized Quorum Architects to perform an assessment of City Hall, the Police Department, and the Senior Citizen Center. The consultants found that while the size of the existing administration building was adequate for future staffing needs, the building does not meet current energy code standards. They also concluded that efforts to modernize the building would be too costly.

Police Station

The Benbrook Police Station is at 1080 Mercedes Street, in the Municipal Complex. It houses police administration, jail facilities, and the municipal court. The building has offices, a reception area, radio dispatch areas, interrogation rooms, a crime laboratory, polygraph room, evidence storage, detectives' offices, squad rooms, lockers, records management, conference room, breakroom and an office for the Citizens on Patrol.

The jail includes a sally port (a secure, controlled entryway), a holding cell, 12 jail cells (suitable for double occupancy), and a detoxification cell. The municipal court area includes a courtroom with audience capacity of 36 and a judge's chambers. A separate radio transmission facility and building are located at 9700 Westpark Drive.

Fire Station

The City completed construction of a new 13,140 square-foot Central Fire Station at 528 Mercedes Street in 1980. In 2013, the building was renovated to create new quarters for personnel, and to convert the previous quarters into administration offices. The current configuration allows for a six-bay tandem apparatus room, office space, training room, day room, dispatch and reception areas, shop area, and fitness area. It also features a medical treatment room for walk-in patients, and public restrooms.



City Hall and the police station both are becoming outdated. City Hall is still large enough to accommodate staff, but does not meet current energy code standards. Consultants say efforts to bring the building into compliance could be very costly.

Maintenance and Service Facilities

The City's vehicle maintenance work is done at the service center on Winscott Road. This Public Works facility includes a metal maintenance garage and covered area for materials and equipment. The Parks Department has a separate maintenance building and storage areas at Dutch Branch Park.

Animal Shelter

The new animal shelter, located at 467 Winscott Road in front of the Public Works facility, opened in December 2018. The animal shelter is of ranch-style construction with a metal roof. There are 3,000 square-feet of interior space along with 1,300 square-feet of covered outdoor dog runs.

The shelter has 14 dog kennels, four dog cages, two dog isolation cages, and two dog quarantine cages. Also available are 12 cat cages, and six cat isolation cages. There is a workroom, office and lobby area, and a fenced-in, covered sally port area to load and unload animals and supplies.

Community Centers

The existing Community Center is a 2,458-square-foot concrete block building located at 228 San Angelo Avenue, at the corner of Mercedes Street. The building was originally constructed and owned by the Benbrook Lions Club, which donated their equity in the building to the City on the condition that the City assume the loan and the Lions Club could continue to use the facility.

The facility is used for community meetings and as a polling location.

In 1990, the City constructed a new Senior Citizen Center at 1010 Mercedes Street, between City Hall and the police building. The center is open during business hours Monday through Friday for programs and social opportunities, with dances held every other Friday evening. The 5,850-square-foot building was constructed with a Community Development Block Grant.

In 2000, the City completed construction of the 32,600-square-foot Benbrook Community Center/YMCA, 1899 Winscott Road. The facility includes an indoor swimming pool, gymnasium, fitness area, aerobics room, jogging track, meeting rooms, and childcare facilities. The facility is managed through a contract with the YMCA of Metropolitan Fort Worth.

Cemeteries

The provision of a public cemetery is no longer considered a primary municipal duty. Even so, the City of Benbrook administers a five-acre cemetery, located on Mercedes Street just off Winscott Road. The cemetery was established in 1885 as The Miranda Cemetery and was maintained by a private cemetery association until 1966. The cemetery has 2,796 plots.

In addition to the Benbrook Cemetery on Mercedes Street, there are two other private cemeteries in Benbrook: Wilburn Cemetery is located at 3720 Streamwood Road in Ridglea Country Club Estates, and a one-acre, family-owned cemetery is on Chapin Road.

Library

Benbrook is one of the larger municipalities in Texas that does not have a city-owned public library. In 1997, the State Legislature allowed cities that did not have municipal libraries to create an independent library district, funded by a half-cent sales tax. In January 1999, voters approved a proposal to establish a district in Benbrook. The district is governed by a five-member board of trustees, who are elected by the citizens. The Benbrook Library District is currently investigating options for expansion to meet future needs of the community.

Schools and Educational Facilities

Benbrook students attend one of five elementary schools, three middle schools and three high schools. The elementary schools include: Westpark Elementary, Benbrook Elementary, Ridglea Hills Elementary, Luella Merret Elementary, and Waverly Park Elementary. The middle schools include: Benbrook Middle High, Leonard Middle and William Monnig Middle. The high schools include: Benbrook Middle High, Western Hills, and Arlington Heights.

The City works with the FWISD by providing population estimates and plans for future developments, as presented to the City by developers. Since many of the Benbrook schools do not have adequate sports facilities, the district works with the City to provide these. Currently, all of the Benbrook schools are at capacity and additional buildings are needed.

Principle 6.3: Quality educational opportunities should be available to all citizens.

Park and Recreation Facilities

The City owns and maintains a number of publically accessible active and passive recreational uses. The amount of land in the City devoted to recreational uses has increased steadily over time. The Public Services Department maintains the following parks:

The City leases **Dutch Branch Park** land from the U.S. Army Corps of Engineers on the shoreline of Benbrook Lake. On this land, the City provides eight active baseball/softball diamonds, a football/soccer field, four tennis courts, a multi-purpose court, sand volleyball court, jogging track, restrooms, pavilions, a duck pond, and a large playground area known as “Robot Park” and “Castle Park.” The City also subleases four areas within Dutch Branch Park to private concessionaires. The concessionaires provide activities such as a golf driving range, Par 3 golf course, miniature golf, batting cages, horseback riding, and marina and boat repairs. There is also a fishing area called Baja Beach.

South Benbrook Park is located on the corner of Mildred Lane and Cozby West Street. This park is a partnership between the City and Benbrook United Methodist Church. The City leases the land from the church and, in turn, is allowed to construct and maintain the park equipment, walking track, picnic tables, and park benches.

Timber Creek Park is located at the corner of Park Drive and Mesquite Trail. The park includes a community garden, playground equipment, tennis courts, and a large amount of open space.

Mont Del Park is located at the corner of Mont Del Drive and Park Lane. The small park includes open spaces, benches, and a duck pond.



While Dutch Branch Park is probably Benbrook’s best-known and most popular park, there are several other quality parks around the city, including Twilight Park (left). Above: The old post office.

Twilight Park is located at the corner of Twilight Drive S. and Twilight Drive W. The park includes swings, climbing equipment, and benches.

Rolling Hills Park is located at the corner of Rolling Hills Drive and Trail Ridge Drive. The park includes climbing and exercise equipment, restrooms, pavilion, a sand volleyball court, and a nature trail.

Team Ranch Park is an undeveloped parcel near the corner of Benbrook Boulevard/U.S. Highway 377, I-20 and the railroad tracks. The City has designated this area as natural open space.

Principle 6.4: A variety of recreational spaces and opportunities should be provided throughout the city to allow a choice of leisure time activities.

Principle 6.5: To the extent possible, recreational spaces and opportunities should be conveniently located for citizens.

Principle 6.6: The Master Park Plan should be reviewed periodically to reassess priorities.

Principle 6.7: The City should continually work to identify and upgrade community facilities to meet ADA standards.

Principle 6.8: Recreational service plans should be based on proposed land uses, zoning, and demographic trends.

Principle 6.9: The City should explore opportunities to partner with neighboring municipalities to ensure that our bicycle and pedestrian trail systems connect with one another.

Historical Marker

The James M. Benbrook gravesite in Benbrook Cemetery and the Wilburn Cemetery are the city’s only state historical markers.

However, there are other historic sites, several of which are mentioned in the Tarrant County Historic Resources Survey. These include a World War I airfield in what is now Benbrook Lakeside subdivision. It was razed in the 1920s, but foundations of several buildings remain.

Vernon Castle was a World War I hero and, along with his wife Irene, part of a famous dance couple. He died in Benbrook when his military plane stalled and crashed. A memorial honoring him was erected in 1966 near the corner of Vernon Castle Avenue and Cozby North Street.

Built in the 1930s, most of the Sproles House and its outbuildings remain, located near the intersection of Sproles Drive and Benbrook Boulevard/U.S. 377. These buildings were once part of a large cattle ranch, much of which was submerged when Lake Benbrook was created.

Goals & Action Items: Public Facilities

Goal 1: Maintain appropriate staffing levels in all departments.

Action Items

- 1.1: Evaluate all departments to determine how to best meet the future needs of the community.
- 1.2: Develop a succession plan to address institutional knowledge loss of retiring legacy employees.

Goal 2: Construct a new municipal complex.

Action Items

- 2.1: Select a suitable location for a new municipal complex that is accessible to all and encourages better community involvement.
- 2.2: The City should evaluate the feasibility of including the Police Station, Senior Citizen's Center, and Benbrook Public Library into the future municipal complex.

Goal 3: Establish a new Master Park Plan.

Action Items

- 3.1: Regularly conduct an audit of existing active recreational facilities and programs and patterns of use.
- 3.2: Seek the input of current and potential users of the park system in the planning of facilities and programming.
- 3.3: Determine if additional trails, parks, playing fields, and programs are needed to meet growing community needs, giving special attention to the smaller parks.
- 3.4: Prepare a facilities and program plan to meet the needs of the city's growing senior population, helping them age in place.
- 3.5: Identify the specific recreational needs of teenagers and young adults and investigate ways to meet those needs.



The old fire department, exact year unknown.

- 3.6: Explore ways to better market Benbrook's trail facilities as a regional destination for bicyclists.
- 3.7: Seek ways to improve lake access to Benbrook Lake.

Goal 4: Continue to develop greenways for public recreation, and link trails to retail destinations in the city and to other trail systems in the region.

Action Items

- 4.1: Contact the railroad company to determine if the grade-separated crossing at Vista Way Extension and the I-20 service road will be modified to accommodate two-way vehicular traffic when the double track project takes place.
- 4.2: Work with property owners to secure easements or rights-of-way, or purchase property needed to develop the City's trail system and achieve continuous trails.
- 4.3 Prepare an Open Space Plan that identifies properties that are located in the floodway, floodplain, or on steep slopes that should be preserved through the establishment of no-build easements or public land dedication.



As often as possible, the City of Benbrook wants to have public utilities provided by the private sector. But the City has two important qualifiers.

First, the private company must be able to provide the service more efficiently than the City can. Second, the provider must also be able to meet our strict standards of service. Simply put, we think our citizens deserve both low costs and high quality.

In Benbrook, we are fortunate to have all our utilities efficiently provided by other agencies or companies; this includes electricity, telephone, natural gas, cable and internet. In most cases, private companies provide these services under franchise agreements with the City. These agreements allow the utility to use Benbrook's public rights-of-way and easements, and are necessary because of the noncompetitive nature

of these businesses.

Because the utilities are privately owned, the City has little direct control over any plans they have to improve or expand their service to Benbrook residents. Even so, we believe it is important for the City and the independent utilities to coordinate their planning efforts as much as possible, and work together to provide the best possible service in the most efficient manner.

Principle 7.1: To avoid visual clutter, utility lines should be installed underground wherever possible.

Water and Wastewater

The Benbrook Water Authority (BWA) is an independent Conservation and Reclamation District established by the State Legislature in 1955, providing water sup-

ply, treatment, and distribution, as well as wastewater collection services to the residents of Benbrook. The water operation is financed entirely from water revenues and water impact fees. The wastewater operation is financed entirely by user charges and wastewater impact fees. BWA does not have the authority to levy ad valorem taxes, but may issue bonds.

Solid Waste

Benbrook contracts with Republic Services (formally Allied) for residential garbage and recycling services. Republic Services currently provides curbside collection service to single-family residential customers and some multi-family sites. Customers are provided with once-a-week refuse and bulk material collection and once per week recyclable material collection. Republic Services also provides collection service to non-residential accounts in Benbrook. Under this service, a refuse container is provided and emptied by Republic Services on a regular basis. The cost for the service is dependent on the size of the container and the frequency of collection.

Electricity

Benbrook’s first ordinance as a City was to approve a franchise agreement to the Texas Electric Service Company, which was the predecessor of Oncor Electric Delivery Company (Oncor). Oncor currently provides electrical services (the powerlines and grid system) to all customers in Benbrook.

Natural Gas

Atmos Energy Corporation (Atmos), was awarded a franchise agreement to provide natural gas service to Benbrook residents in 2018 (Ordinance No. 1436). The franchise expires in the year 2028. Atmos serves a portion of the City, with the remaining areas served by LP-Gas.

Communications

Telecommunications are an increasingly important part of everyday life. Most homes are now connected to the internet by cable, high-speed fiber, or wireless service providers. Telecommunication systems that use wire cables or high-speed fiber use City rights-of-way and utility easements for the location of their facilities. Currently, Benbrook residents are served by Charter Communications, Inc. (Charter) and AT&T Inc. (AT&T). The City of Benbrook currently uses Charter Spectrum Channel 190 to broadcast public information announcements and public meetings.

Drainage

This section addresses our extensive efforts to minimize the damage that can be caused by flooding in the coming years. The City has identified areas of the city at greatest risk, established standards developers must follow for protecting new development from causing or suffering from flooding, and identified drainage projects that could better protect existing buildings from floods. Drainage projects are included in the Capital Improvements Program (CIP).

Principle 7.2: The City should restrict and regulate development within floodways and floodplains to minimize future flooding.

Principle 7.3: To the degree practical, the City should relocate or protect existing development within flood-prone areas.

Principle 7.4: The City should periodically evaluate existing development along stream channels for potential structural damage from streambank erosion, and as necessary, explore mitigation actions.



Left: Whitestone Ranch Phase II, October 2018.
Below: Flooding in the Westvale subdivision in 2015.



Principle 7.5: The City should regularly evaluate the community’s likely future drainage needs and formulate a plan and process to construct needed new infrastructure.

Principle 7.6: The City should regularly educate residents about the risks of flooding and the importance of buying flood insurance.

Principle 7.7: The City should regularly educate residents about the negative impacts of dumping yard waste and debris into the storm sewer system.

A watershed, or drainage basin, is the land area where precipitation falls and then begins to travel down sloped overland or through the City’s storm drain system to a creek, river, or other body of water.

Once rainfall reaches the ground, a portion infiltrates into the soil and vegetation while the remainder runs off into natural and man-made drainage-ways.

The amount of water that runs off is a function of the duration and intensity of

rainfall, the size of the contributing drainage area, the amount and type of pervious and impervious surface, and the length of time since the last rainfall. Because most rain falls within a relatively short period of time, annual or monthly precipitation is not indicative of the type or magnitude of flooding that may occur.

- Benbrook has seven major watersheds. They drain as follows:
- Watershed A: Mary’s Creek
 - Watershed B: Walnut Creek
 - Watershed C: Clear Fork Trinity River
 - Watershed D: Dutch Branch
 - Watershed E: Benbrook Lake
 - Watershed F: Benbrook Lake
 - Watershed G: Benbrook Lake

Floodplains

Natural floodplains develop over many centuries and are the result of the types and frequencies of floods that have occurred. Streams typically will scour a channel to a capacity of a two-year storm; the adjacent larger floodplain will carry a 10-year to 100-year flood on a more infrequent basis.

When urban development occurs in a



Preparing for the dam in 1947.

floodplain, it creates two problems, both of which can be critical.

First, if the flooding occurs infrequently, people may not fully appreciate the magnitude of the risk. Current homeowners may forget about a flood that occurred “a long time ago.” New homeowners, meanwhile, may not even know of the grave risk.

Second, development usually includes streets, parking lots and rooftops, surfaces that are impervious to water. These can greatly change the nature of the flooding, resulting in water that is both deeper and faster. So flooding that may have been manageable 20 years ago could now be catastrophic. The City will continue to educate developers and homeowners about the need to fully understand flood risks.

The National Flood Insurance Program (NFIP)

The City of Benbrook participates in the National Flood Insurance Program (NFIP) of the Federal Emergency Management Agency (FEMA). As a participating community, Benbrook has adopted Floodplain Management practices through several ordinances that severely limit the development allowed in 100-year floodplains (the area inundated

by a storm that has a 1 percent chance of happening in any year).

For property with any portion located within the 100-year floodplain, regardless of structure location, a flood insurance policy may be required.

The City of Benbrook standards require all new structures to be constructed at least two feet above the existing water surface elevation of the 100-year floodplain. When developing in the floodplain, the developer must submit a study to the City showing the 100-year floodplain and water surface elevation, as based on current land use and future land use assumptions.

Benbrook also participates in the NFIP's Community Rating System (CRS). This is a voluntary program that encourages and recognizes floodplain management activities that exceed the NFIP's minimum requirements. A good CRS rating can result in discounted flood insurance rates for property owners

**GOALS & ACTION ITEMS:
Utilities & Drainage**

Goal 1: Reduce flooding risk to existing and future structures.

Action Items

- 1.1: Continue to support FEMA by adopting updates of local floodplain mapping studies.
- 1.2: Adopt an erosion control ordinance to protect sensitive lands and property.
- 1.3: Actively work to improve Benbrook's Community Rating System (CRS) score.

Goal 2: Improve community awareness of flooding risks.

Action Items

- 2.1: Publish information about reducing flood risks on the City webpage, newsletter, and other platforms.

CHAPTER 8



It is a bit of a contradiction how stores, businesses and restaurants come into being. Some developments happen quickly; other times it seems commercial growth is stalled. Sometimes developers eagerly invest in a community; other times, cities must work to entice them. But why? Shouldn't economic development be ... simple?

It is simple, but not necessarily easy: Developing and maintaining a city's economy is a remarkably complex task, work that requires patience and persistence, vision, and an awareness of history—and the understanding that the work is never really done.

That's why the Benbrook Economic Development Corporation (BEDC) is so important. Comprising seven board members appointed by City Council and two full-time support staff, the BEDC continually works to attract and preserve quality commercial investment in Benbrook, toward the larger goal of enhancing our quality of life.

Citizens voted in 1995 to fund the BEDC

The Business Expo (now known as the Benbrook Business & Community Showcase) is an annual event welcoming dozens of local businesses and organizations and hundreds of guests.

through a one-half cent sales tax. From that modest foundation, the BEDC funds a variety of important initiatives. These projects promote and expand local business enterprise, increase investment in the community, and create or retain jobs.

The BEDC's work can take many forms, everything from meeting with business owners considering relocation, to resolving impediments to development, to helping an existing business upgrade its storefront; BEDC is continually developing strategies to support the City's goals.

The BEDC board also acts as ambassadors for Benbrook in top regional markets. They stay informed of advanced industry practices, craft effective strategies to serve as a template for future activities, and encourage good stewardship of public funds.

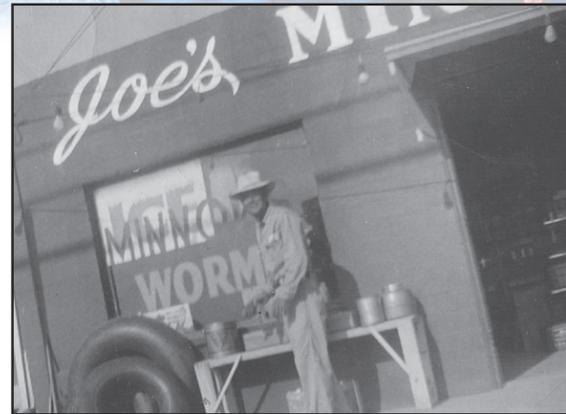
In support of those goals, the board updated the BEDC strategic plan in 2019. Following are some of their key projects and programs:

- Assist existing businesses by providing a **Storefront Improvement Program Grant** to help fund storefront façade improvements.
- Review and analyze select properties to consider for purchase in order to expedite development.
- Assist in the recruitment of full-service restaurants offering alcohol sales, and identify potential sites for them.
- Refine and execute the **Business Retention Program (BRE)**, which provides a variety of services, including free advertising, technical assistance and coordinating the annual Business & Community Showcase.
- Recognize longstanding businesses in Benbrook through the **Hometown Pride** program.

A primary goal for the BEDC has been to attract another grocery store to Benbrook. In 2016, the BEDC funded a study analyzing our community as well as the market needs of prospective grocers. While these efforts have yet to result in recruiting a grocer, the BEDC maintains relationships with many key decision-makers, and stands ready to work with any grocer who may consider adding a Benbrook location.

The Future of Benbrook

- Continued preparation of NW Winscott Addition, to include participation in potential new signalization/Vista Way extension and partnership to develop BEDC’s 12-acres.
- Continued partnership with business owners to consider new development to include public spaces.
- Partnership with Benbrook Plaza owners to assist in funding improvements and recruiting desirable tenants.

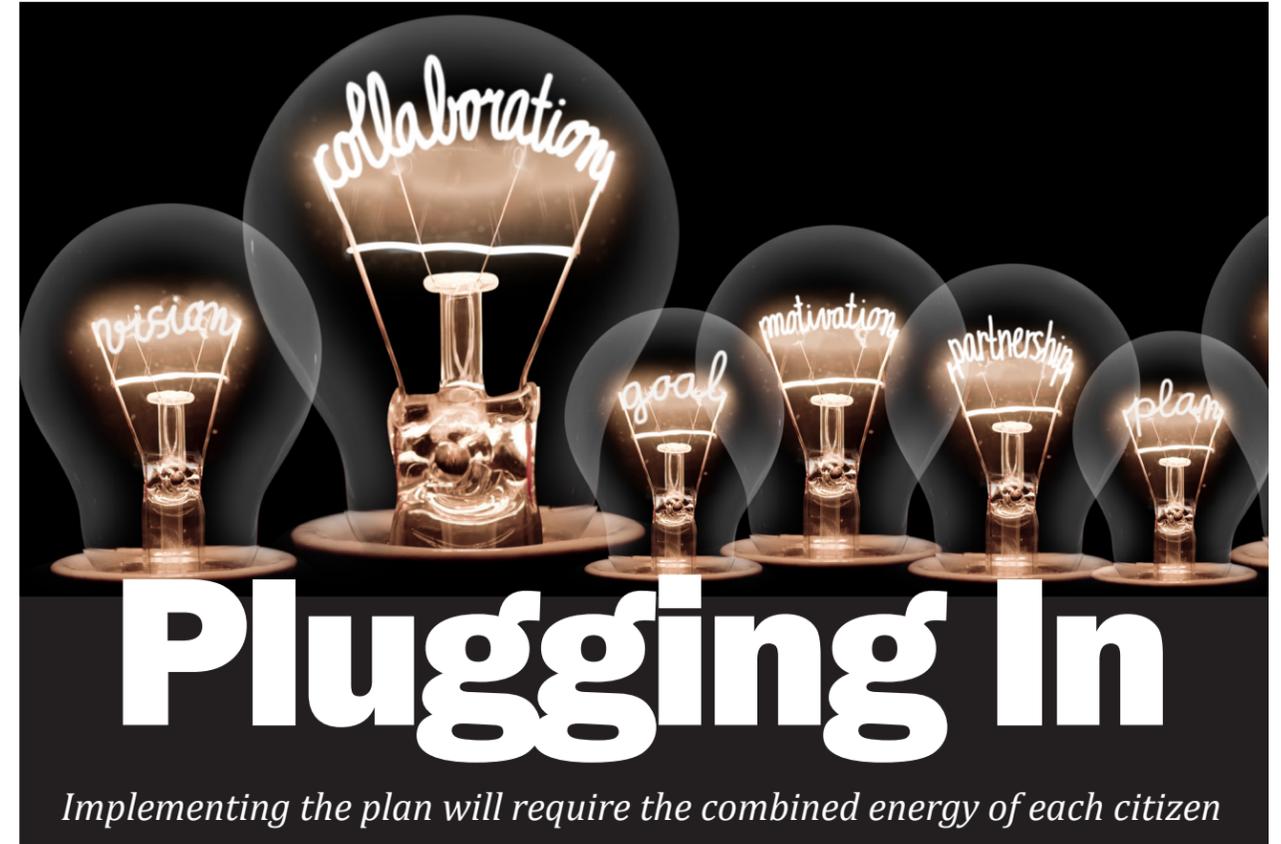


The Hometown Pride program recognizes businesses and organizations that have operated in Benbrook for at least 20 years. Inset: Joe Bowles, owner of Joe's Minnow, probably in the 1940s.

- Complete purchase of property on West-park Corner to assemble with other EDC-owned tracts and partner to develop restaurant or other desirable uses on the site.
- Implement strategies to address community priorities, as identified in the updated Comprehensive Plan and as directed by City Council.
- Where possible, develop and nurture relationships with owners of large, significant commercial lands to benefit future development or redevelopment of properties to help achieve the long-term goals of the City of Benbrook.

In sum, the BEDC recognizes that a community's quality of life, brand, and “sense of place” are tied to its commerce, services, and amenities. So they continually work in partnership with the community to Build a Better Benbrook. It's simple—but not easy.

CHAPTER 9



This plan will only be as useful as its implementation process. The City will need to regularly and frequently monitor implementation, evaluating the effectiveness of the plan and modifying it as needed.

Private citizens have a role to play as well. The active involvement of residents and businesses will be critical to the success of every aspect of the plan—fire and crime prevention, flood risk reduction, strategic land use, and more. Following are some of the tools we will use to help ensure that the updated plan is implemented successfully.

Comprehensive Plan

Although it may seem redundant, the Comprehensive Plan itself is an important part of its implementation. In many cities, comprehensive plans are prepared, adopt-

ed and then ignored until it is realized that the plan no longer reflects the conditions, trends or desires of the city. In Benbrook, the importance of the Comprehensive Plan has been recognized and its use has become a basis for most other City actions.

All elements of the Comprehensive Plan are complete. However, individual elements of the Plan will continually be reviewed and updated as necessary. In addition, the Capital Improvements Program is updated annually.

City Charter

The Charter of the City of Benbrook recognizes the importance of the Comprehensive Plan and the need to keep it current by requiring the Planning and Zoning Commission to review the Plan for possible revisions

no less than every five years (Charter, Section 8.02(a)).

Zoning Ordinance

This is the City's most important tool for implementing the Comprehensive Plan's land-use policies. The ordinance regulates the height, setbacks, and use of buildings on property within the city. The effectiveness of the ordinance is a function of the text, zoning map, and administrative procedures used to implement and enforce the ordinance. Benbrook has made several minor amendments to provide an effective and equitable Zoning Ordinance. The last major amendments were adopted in April 2019.

Benbrook has also adopted a policy that no zoning change can be approved unless it conforms with the Comprehensive Plan, particularly the Land Use Plan element. Proposed zoning changes in conflict with the Land Use element require a change of the element prior to receiving approval.

Subdivision Ordinance

While the Zoning Ordinance regulates the use of land and building heights and setbacks, the Subdivision Ordinance regulates the arrangement of lots and location of lot lines, streets, and easements. The construction of necessary public improvements are also required as part of the subdivision process. The Subdivision Rules are coordinated with the Comprehensive Plan so that

new development is in conformance with the Plan. The Ordinance requires that subdivisions conform to the Comprehensive Plan.

Floodplain Management Ordinance

The City's Floodplain Management regulations are incorporated in Chapter 15.40 of the Benbrook Municipal Code. It regulates and restricts development within the federally designated flood prone areas of the City. The floodplain regulations were adopted as a precondition to the issuance of federal flood insurance in the city. However, it has the added benefit of reducing flood hazards, a stated goal of the Comprehensive Plan. Floodways and flood-prone lands are indicated on the Land Use Plan element.

Floodplain Management regulations are amended over time to provide greater flood protection. These amendments were coordinated with the Drainage element of the Comprehensive Plan and with the Community Rating System (CRS) of the Federal Emergency Management Agency (FEMA).

As noted in Chapter 7, FEMA's Community Rating System evaluates a city's efforts to reduce the risk of flooding, which in turn can help property owners lower their insurance premiums. The City of Benbrook applied for its initial rating in December 1990. As of 2019, the City has achieved a Community Rating System

score of 7 (on a 10-point scale). This qualifies Benbrook residents for a 15 percent discount on their flood insurance premiums.

Municipal Code

In addition to the three major land-use controls cited above, the Benbrook Municipal Code has provisions that promote the implementation of the Plan. These include provisions in Title 12 for Streets, Sidewalks and Public Places, Chapter 13.08 for Drainage Maintenance Activities, and Title 15 on Buildings and Construction.

Municipal Administration

City administration will need to strike a balance in how they approach the Plan. On the one hand, the Plan goals must always be on the forefront, an integral component of every significant decision they make. At the same time, administrators must be allowed the flexibility to make decisions tailored to meet an immediate need, based on changing or unexpected circumstances, always keeping the intent of the Plan in mind.

The Community Development Department of the City reviews and processes zoning, subdivision, and development proposals on a daily basis. To assist in reviewing proposals for conformance with Plan requirements, a series of checklists have been developed to identify conflicts. These checklists are used for new projects.

Comprehensive Plan

Budgeting and Investment:

The manner in which the City spends its money also affects the achievement of the Plan's goals and objectives. The expenditure of funds to achieve the Plan's purposes, particularly in capital expenditures, is necessary for the implementation of the Plan.

Each year, the City prepares and adopts an Annual Budget and an update of the Capital Improvements Program. These two items define the City's expenditures on various programs, and projects capital expenditures for a one-year to five-year period.

The Annual Budget process begins in April when the City's Finance Director begins compiling initial income projections and budget projections for the current and coming year. The Finance Director also prepares a Long Range Financial Forecast. In May, the City's Department Directors prepare itemized budget requests for the new fiscal year, which begins in October. Each proposed new or expanded program must be accompanied by detailed justification.

The City Manager then reviews budget requests and makes necessary adjustments to match expected revenue and reserve targets, based on the stated Goals and Policies of the City. The City Manager continues to review, cut or restore programs through the month of June. City Council begins holding budget work sessions from June through August. Public hearings are held to obtain



The City's policy is that any zoning change that does not conform with the plan will either not be approved or require that the plan first be appropriately revised.



City administration will need to strike a balance, keeping the Plan's goals on the forefront while at the same time being flexible enough to meet an immediate need.

public comment in August, prior to adoption of the Budget and tax rate in September.

Capital Improvements Program

The **Capital Improvements Program** budget process begins in October when City staff makes a projection of capital funds available, proposed expenditures, and unfunded capital needs for the coming five years.

The Community Development Division reviews the condition of all streets, drainage, and community facilities, and the need for new facilities. Other City departments also make recommendations. A proposed Capital Improvements element is reviewed and submitted to City Council in December. Public hearings are held prior to adoption.

Contributions from Others

While the City's elected officials, appointed boards, and staff are the primary agents for implementing the Plan, a number of other parties are also important to the Plan's success. Among these are the development community, the business community, the Chamber of Commerce, other governmental agencies and utilities, and neighborhood associations. But most important, public support is crucial to success.

Monitoring

The effectiveness of the Comprehensive Plan should be monitored annually. Monitoring

allows the City to measure the progress of plan implementation. It also serves as an indication of changing conditions and trends, which may suggest revisions to the Comprehensive Plan.

Final Thoughts

As noted at the outset, our goal is to protect and enhance the quality of life our citizens expect and deserve.

Our future holds known and unknown challenges. We know our residents, along with business owners and visitors, are all relying on City leaders and staff to manage growth carefully and provide thoughtful public policy. They want us to ensure that Benbrook remains a safe, friendly, and forward-thinking community.

We know implementing this Comprehensive Plan will require commitment. But each of us has the opportunity to ensure our shared vision is realized.

So we hope this plan is more than a roadmap for our future. We hope it touches on all that makes Benbrook unique: Our come-together spirit, our community values, and our special status as a *Small Town, Big Backyard*. We hope this plan exemplifies all those qualities, and more.

Thank you to everyone who participated in this process. Thank you for making this city your home, and thank you for Building a Better Benbrook.



The success of the plan will depend heavily on the support of the business community, the Chamber of Commerce, governmental agencies, and the public.

APPENDIX 1

Previous Plans

The vision for this plan was guided and inspired by work done by our predecessors

Planning has been an important part of the City's work for many years.

The City's first Comprehensive Plan and Capital Improvements Program were prepared in 1969 by an independent firm, Parker-Croston Associates.

They recommended that the vast majority of land be used for single-family residential developments, with commercial, industrial, and multi-family limited to only a few thoroughfares. Notably, their plan projected that Benbrook's population would reach 24,700 by 1980; the current population is about 22,000. Parker-Croston also calculated that by 1990, Benbrook's population would exceed 52,000.

In addition to the Comprehensive Plan, the firm drafted the city's first Capital Improvements Program in 1969, proposing a package totaling nearly \$4 million. These funds would have been used to rebuild most of the residential streets then in existence and provide drainage facilities to control most of the flooding in the City. The package was voted down in a bond election.

In 1977, the City updated the plan, preparing three reports. These covered land use, housing, and park/recreation/open spaces. The Park Plan proposed a series of nine new neighborhood parks, along with protection of floodplains and existing parks, and construction of a recreation facility/library. The Housing report stressed conserving and rehabilitating older homes.

This plan's population calculations were more accurate: The 1980 population was projected to be 14,364 (actual was 13,579) and the 1990 population to be about 27,000.



Benbrook Mayor Bob Clark and City Secretary Pat Rutherford pose with a model of the new city hall in 1976.

Another bond election was held in 1978; this time, the proposal to build a new recreation facility failed, but proposals for a new fire station and street improvements were approved.

In 1979, voters approved a revised bond issue for drainage improvements.

The City continued to revise the Comprehensive Plan throughout the 1990s and 2000s by adopting numerous plan amendments and updates. Many of these updates remain valid today and form the basis of this document.

APPENDIX 2

2020 Five-year Capital Improvement Program

In addition to an Annual Operating Budget, the City of Benbrook prepares a Capital Improvement Program (CIP) each year. The CIP is a listing of planned capital projects for the upcoming five-year period together with the expected costs and anticipated methods of financing. The CIP includes projects relating to Community Facilities, Streets, Drainage Facilities as well as the acquisition of larger or specialized equipment.

To be included in the CIP, expenditures must meet all of the following general criteria:

1. Qualify as a capital project.
2. Have a useful life of not less than five years.
3. Exceed \$25,000.

Many CIP projects have ongoing costs for staffing and maintenance well beyond its initial purchase and/or construction. Therefore, it is important to note that once a project is approved, the entire project, not just the first year's portion, may be bid out and awarded. For projects that span multiple years, this may create a future obligation to complete the project. For this and other reasons, the CIP must be viewed from a multi-year perspective.

Funding for CIP comes from several sources, including:

1. Transfers from the Operating Budget
2. Transfers from reserves
3. Economic Development Corporation
4. Tax Increment Financing District
5. Stormwater Utility Fund
6. Grants or other outside contributions

Project Summaries

Based on an analysis of needs and available funding, Table 1.1, as well as Sections 1.1.1 Community Facilities and Equipment, 1.1.2 Streets, and 1.1.3 Drainage Facilities provides a summary and description of the City of Benbrook's five-year CIP.

1.1.1 Community Facilities and Equipment

Westpark Fence – Install approximately 3,000 linear feet of cedar fencing directly abutting the east side of the existing portion of the Westpark perim-

eter masonry wall located on Benbrook Boulevard between Amory Drive and Overcrest Drive. The fence will be constructed of galvanized metal posts; rough-cut cedar pickets, side trim and top cap; and pressured treated or rough-cut cedar rails, all stained a medium brown. The main sections of the fence will be 8-foot tall increasing to 9-foot tall at the corners. The purpose of the fence is to screen the privately owned and dilapidated Westpark wall. Any damaged Green Ribbon landscaping will be replaced following the installation of the fence.

Dugout Replacement - The baseball and softball teams using the fields at Dutch Branch Park have a difficult time fitting the team members and equipment in the dugouts. The project includes increasing the dugout sizes to seven (7) feet by twenty (20) feet, pouring a concrete slab and increasing the fencing to accommodate the new dugouts. The Benbrook Youth Baseball and Softball Association is providing new player benches for each of the fourteen (14) dugouts at an approximate cost of \$15,000. The dugout roof panels will be upgraded to 26 gauge metal panels and each field will have a different colored roof panel.

Pumper Fire Truck - The Fire Department's 1997 Pumper Fire Truck is nearing the end of its scheduled 25-year life cycle and is scheduled for replacement at the beginning of the 2019-20 budget year. The National Fire Protection Association (NFPA, 1911 Annex D) recommends replacing fire trucks after 25 years of service. The lead time from purchase to delivery of a new fire truck is approximately 12 - 18 months.

Ladder Fire Truck - The Fire Department's 1999 Ladder Fire Truck is 20 years old. The National Fire Protection Association (NFPA, 1911 Annex D) recommends replacing fire trucks after 25 years of service. The lead time for fire truck design and construction is approximately 12-18 months. The previous CIP recommended replacing this fire truck in FY 2022-2023; however, the City was awarded a grant to cover 25% of the cost from the North Central Texas Council of Governments if the fire truck was ordered in FY 2019-2020. The CIP rec-

ommends the City order the replacement fire truck in early FY 2019-2020 and take delivery in FY 2020-2021.

City Hall and Police Station - City Hall was constructed in 1976 and housed City Council meetings, city management staff, city support staff, and the Police Department. In 1986, a new police station was built allowing the Police Department to relocate from City Hall. In 1987, City Hall was remodeled to better accommodate staff and citizen needs. Unfortunately, the police station no longer meets the needs of the growing Police Department and City Hall is in need of significant renovations. The City has retained an architect to review the City's existing and future building needs.

Pedestrian Tunnel - The Dutch Branch Park Pedestrian/Bicycle Access project will connect the western portion of the City to the eastern portion of the City in a safe manner. The project includes construction of an access tunnel under Benbrook Boulevard (U.S. 377), a six (6) lane arterial, near Overcrest Drive in the southwest part of the City near Dutch Branch Park. The proposed access way allows pedestrians/bicyclists to safely cross under Benbrook Boulevard without having to cross the street in heavy traffic. This project also allows students (an elementary, middle and high school are within walking distance of the park) to safely travel to Dutch Branch Park to enjoy the various amenities. Fort Worth ISD has entered into agreements with the City allowing use of the tennis courts for their tennis teams, the baseball/softball fields for practice and construction a new baseball field for the high school.

1.1.2 Streets

Benbrook Boulevard Landscaping - The Texas Department of Transportation (TxDOT) reconstruction of Benbrook Boulevard from IH-820 to Winscott/Lakeside Drive is complete. Installation of the irrigation system is nearly complete. Landscaping along the length of the corridor has started and is expected to be completed in April 2020.

Benbrook Boulevard Monument and Wayfinding Signs - The Texas Department of Transportation (TxDOT) reconstruction of Benbrook Boulevard from IH-820 to Winscott/Lakeside Drive is complete. Crews will begin installation of the monument and wayfinding signs along the length of the corridor once landscaping is complete.

Clear Fork Emergency Access Bridge Project - The Clear Fork Emergency Access Bridge interlocal agreement with Fort Worth was approved by both City Councils in 2018. The gated, one lane

emergency access bridge will span the Clear Fork Trinity River within TxDOT right-of-way just north of where the river intersects with I-20 and will connect to Bellaire Drive. Construction of the emergency access bridge began in the fall 2019 and is expected to be completed by fall 2020.

Crosslands Road Streetlight and Sidewalk Installation - Streetlights and sidewalks are proposed to be installed along Crosslands Road between Bellaire Drive and approximately 420 feet north of Southwest Boulevard in 2020. Funding of the project is expected to come from the 45th Year Community Development Block Grant program administered by Tarrant County.

Vista Way Connection to Benbrook Boulevard and I-20 Service Road Two-Way Conversion Project - The CIP includes a new roadway, utility installation and intersection signalization that connect Vista Way to Benbrook Boulevard and further provides for the two-way conversion of a portion of the I-20 Service Road. The project is funded through the Tax Increment Finance District.

Bellaire Drive Sidewalk Installation - Sidewalk installation is proposed along the north side of Bellaire Drive between Crosslands Road and Watercourse Drive in 2022. Funding of the project is expected to come from the 47th Year Community Development Block Grant program administered by Tarrant County.

49th Year CDBG Project – HUD notified the City in 2019 that additional areas in the City may qualify for the CDBG grant funding. Staff will propose a project once the project areas have been finalized by HUD. Fund of the project is expected to come from the 49th Year Community Development Block Grant program administered by Tarrant County.

Annual Street Overlay Program - The CIP includes an annual expenditure to fund the street overlay program, increasing to \$1,000,000 annually by FY2021-2022. Tarrant County furnishes all equipment and labor necessary to overlay the street segments provided the City pays the cost of all necessary materials and traffic control.

1.1.3 Drainage Facilities

Westerly Ditch Drainage Project - The drainage ditch between Chapin Road and Circle S Road needs to be reshaped and armored to allow stormwater to more freely flow down the ditch. The ditch, both upstream and downstream of this location, has been improved allowing for greater flow capacities. However, the stormwater bottlenecks at this ditch section and must be reshaped and armored with geogrid matting and vegetation to function properly.

Storm Drain Condition Assessment – The City is proposing to evaluate the condition of all the existing storm drain system in the City. This evaluation will include sending a remote camera through the entire system to digitally record the condition of the system. The scope of work will also include surveying each inlet, outlet and storm drain manhole location to develop an up-to-date map of the system. The City will be broken up into quadrants and one quadrant will be assessed each year. It is anticipated that it will take approximately four (4) years to complete the assessment. The project provides the City credit on the Stormwater Management Program and Community Rating System.

Southside/Dawn Plantation West Drainage Project - This drainage project is a continuation of the previous Plantation West Drainage Improvement project. The previous project made improvements upstream of the Dawn Street bridge and this project proposes improvements on the downstream side of the bridge.

Dutch Branch Park Low Water Crossing

Project - The low water crossing on Lake Shore is a hazard to vehicles and bicycles when water overtops the road during heavy rains. City crews have to shut gates to keep drivers from traveling across the flooding road during heavy rains. Improvements may include a bridge structure or reinforced box culvert design. The crossing would also include railings to keep drivers from leaving the road, whereas the current low water crossing has very little barriers to keep vehicles from leaving the road.

Dutch Branch Park Drainage Improvements

Project - During heavy rains, stormwater flows across ball fields and the running track damaging infrastructure and ponding in low areas creating mosquito traps. The project would regrade the park as needed to allow water to flow through the park without damaging infrastructure. The project will evaluate the drainage patterns in the park and recommend grading improvements that minimizes disturbances to the existing infrastructure while allowing water to safely flow through the park.

Table 1.1
Five-Year Capital Improvement Plan
As of January 1, 2020

Community Facilities and Equipment

Year	Project	Project Budget	Status	Funding Source
Current, 2019-20	Westpark Fence	\$160,000	Engineering	Capital Asset Replacement Fund
	Dutch Branch Park Baseball Dugout Replacement	\$72,100	Proposed	
	Replace 1997 Pumper Fire Truck (Truck ordered in FY2018-19, but due to manufacturing lead time the City takes delivery in FY 2019-20.)	\$676,255* (*\$169,064) 25% NCTCOG grant-payment due on delivery)	ON ORDER: April 2020 Delivery Schedule	Parkland Dedication Fund
	Replace 1999 Ladder Fire Truck (Propose ordering truck in FY2019-20, but due to manufacturing lead time, the City won't take delivery until FY2020-21.)	\$1,300,000* (*\$325,000 25% NCTCOG grant-payment due on delivery.)	Proposed	Capital Asset Replacement Fund
Year 1 2020-21	Replace 1999 Ladder Fire Truck (Carryover from FY2019-20.)	See Above	See Above	See Above
Year 2 2021-22	NO PROJECTS PROPOSED IN YEAR 2	N/A	N/A	N/A
Year 3 2022-23	City Hall/Police Station	TBD	Proposed	General Fund

Community Facilities and Equipment cont.

Year	Project	Project Budget	Status	Funding Source
Year 4 2023-24	City Hall/Police Station (Carryover from FY2022-23.)	See Above	See Above	See Above
Year 5 2024-25	City Hall/Police Station (Carryover from FY2022-23.)	See Above	See Above	See Above
	Pedestrian Tunnel under Benbrook Boulevard/U.S. 37 @ Overcrest	\$2,507,129	Proposed	NCTCOG - Up To 20% City Match

Street Improvements

Year	Project	Project Budget	Status	Funding Source
Current, 2019-20	2020 Annual Street Overlay Program	\$800,000	Council approved Nov. 7, 2019	General Fund & Road Damage Fund
	45th CDBG Project: Crosslands Road Streetlight and Sidewalk Installation	\$150,000	Proposed	Community Development Block Grant (CDBG)
	Monument and Wayfinding Signs on Benbrook Boulevard	\$100,000	Engineering	EDC
	Landscaping on Benbrook Boulevard (Carryover from FY2018-19.)	\$130,000	Est. completion Spring 2020	Landscaping Fund/EDC
	Clear Fork Emergency Access Bridge (Carryover from FY2018-19.)	\$2,147,030	Under construction	79% Gen. Fund & 21% Storm Water Utility Fund
	Vista Way to Benbrook Boulevard Connection and I-20 Service Road Two-Way Conversion (Carryover from FY2018-19.)	\$2,200,000* *Does not include ROW acquisition costs.	Engineering	Tax Increment Financing District Fund
Year 1 2020-21	2021 Annual Street Overlay Program	\$900,000	Proposed	General Fund
	Vista Way to Benbrook Boulevard Connection and I-20 Service Road Two-Way Conversion (Carryover from FY2018-19.)	See Above	See Above	See Above
	45th CDBG Project: Crosslands Road Streetlight and Sidewalk Installation (Carryover FY2019-20.)	See Above	See Above	See Above
Year 2 2021-22	2022 Annual Street Overlay Program	\$1,000,000	Proposed	General Fund
	47th CDBG Project: Bellaire Drive Sidewalk Installation	\$100,000	Proposed	CDBG
	Vista Way to Benbrook Boulevard Connection and I-20 Service Road Two-Way Conversion (Carryover from FY2018-19.)	See Above	See Above	See Above

Street Improvements Cont.

Year	Project	Project Budget	Status	Funding Source
Year 3 2022-23	2023 Annual Street Overlay Program	\$1,000,000	Proposed	General Fund
	Vista Way to Benbrook Boulevard Connection and I-20 Service Road Two-Way Conversion (carryover from FY2018-19)	See Above	See Above	See Above
	47th CDBG Project: Bellaire Drive Sidewalk Installation (Carryover from FY2021-22.)	See Above	See Above	See Above
Year 4 2023-24	2024 Annual Street Overlay Program	\$1,000,000	Proposed	General Fund
	49th CDBG Project: TO BE DETERMINED	\$100,000	Proposed	CDBG
Year 5 2024-25	2025 Annual Street Overlay Program	\$1,000,000	Proposed	General Fund
	49th CDBG Project: TO BE DETERMINED. (Carryover from FY2023-24.)	See Above	See Above	See Above

Drainage Facilities

Year	Project	Project Budget	Status	Funding Source
Current: 2019-20	NO PROJECTS PROPOSED IN CURRENT YEAR	N/A	N/A	N/A
Year 1 2020-21	NO PROJECTS PROPOSED IN YEAR 1	N/A	N/A	N/A
Year 2 2021-22	Storm Drain Condition Assessment Proposed \$280K Multi-year Project	\$70,000/Year	Proposed	Storm Water
Year 3 2022-23	Westerly Ditches Drainage Improvements	\$246,000	Proposed	Utility Fund
	Storm Drain Condition Assessment Multi-year Project (Carryover from FY2021-22.)	See Above	See Above	See Above
Year 4 2023-24	Southside/Dawn Plantation West Drainage Improvements	\$420,000	Proposed	Storm Water Utility Fund
	Dutch Branch Park Low-Water Crossing Improvements	\$380,000	Proposed	Storm Water Utility Fund
	Storm Drain Condition Assessment Multi-year Project (Carryover from FY2021-22.)	See Above	See Above	See Above
Year 5 2024-25	Dutch Branch Park Drainage Improvements	\$300,000	Proposed	Storm Water Utility Fund
	Storm Drain Condition Assessment Multi-year Project (Carryover from FY2021-22.)	See Above	See Above	See Above

APPENDIX 3

City-owned Buildings

Facility	Address	Sq. Ft.	Purpose	Year Built
Animal Shelter	469 Winscott Rd.	4,651	Animal shelter	2019
City Hall	911 Winscott Rd.	10,480	Municipal offices	1976/1987
Community Center	228 San Angelo St.	2,458	Community meetings	1964
Concession Stand	Dutch Branch Park	1,200	Park services	2002
Fire Station	528 Mercedes St.	20,441	Fire Dept. operations	1980/2013
Park Dept. Bldg. 1	Dutch Branch Park	840	Park Maintenance operations	1975
Park Dept. Bldg. 2	Dutch Branch Park	140	Park Maintenance operations	1978
Park Dept. Bldg. 3	Dutch Branch Park	1,000	Park Maintenance operations	1983
Police and Courts Bldg.	1080 Mercedes St.	14,998	Police and Court operations	1987
Public Works and Fleet Bldg.	467 Winscott Rd.	3,200	Public Works and Fleet operations	1971/1981
Radio Transmission Bldg.	309 Sexton Ln.	96	Police and BWA radio transmitter	1975
Restroom No. 1	Dutch Branch Park	900	Park services	1999
Restroom No. 2	Dutch Branch Park	450	Park services	2001
Restroom No. 3	Dutch Branch Park	363	Park services	2003
Rolling Hills Restroom	Rolling Hills Park	1,160	Park services	2012
Senior Citizen Center	1010 Mercedes St.	5,850	Senior programs, community meetings	1990
YMCA	1899 Winscott Rd.	32,600	Indoor recreation center, pool, gym	2000

APPENDIX 4

City-owned Properties

Property	Address	Acreage	Purpose
Animal Shelter	469 Winscott Rd.	3.66	Animal shelter
Cemetery	801 Mercedes St.	5.00	Cemetery
Community Center	228 San Angelo Ave.	0.24	Community building
Dutch Branch Park	1801 Winscott Rd.	278	Athletic fields and playgrounds
Fire Department	528 Mercedes St.	1.76	Fire department
Mont Del Park	14 Mont Del Dr.	1.62	Park
Municipal Complex	911 Winscott Rd.	3.80	City Hall, Senior Citizen Center, police and courts
Public Works/Fleet Operations	467 Winscott Rd.	3.83	Public Works and Fleet operations
Rolling Hills Park	6970 Rolling Hills Dr.	4.68	Public park
South Benbrook Park	1122 Bryant St.	1.52	Public park
Team Ranch Park	8250 Benbrook Blvd.	33.4	Natural area
Timber Creek Entry	1056 Cottonwood Tr.	0.49	Open space
Timber Creek Park	900 Park Dr.	16.4	Public park
Twilight Park	4100 Twilight Dr.	2.23	Public park

APPENDIX 5

The Laws

Acknowledgements

A special thank-you to those who shared their time and expertise to help with this project

Texas State Law

Chapter 211 of the Texas Local Government Code requires all cities to adopt their zoning regulations in accordance with a Comprehensive Plan. The comprehensive plan is a document that sets forth the city's vision for land use in the future. Most cities adopt their comprehensive plan after receiving input from various citizens' groups and other stakeholders. If a city wants to amend its zoning ordinance in a way that conflicts with the comprehensive plan, the city must first amend the comprehensive plan before it can amend its zoning ordinance.

Sec. 211.004. COMPLIANCE WITH COMPREHENSIVE PLAN.

Zoning regulations must be adopted in accordance with a comprehensive plan and must be designed to

1. lessen congestion in the streets;
2. secure safety from fire, panic, and other dangers;
3. promote health and the general welfare;
4. provide adequate light and air;
5. prevent the overcrowding of land;
6. avoid undue concentration of population; or
7. facilitate the adequate provision of

transportation, water, sewers, schools, parks, and other public requirements.

Municipal planning in Texas is authorized by the Texas Local Government Code §213.001 – 213-005, as follows:

Sec. 213.001. PURPOSE.

The powers granted under this chapter are for the purpose of promoting sound development of municipalities and promoting public health, safety, and welfare.

Sec. 213.002. COMPREHENSIVE PLAN.

- a) The governing body of a municipality may adopt a comprehensive plan for the long-range development of the municipality. A municipality may define the content and design of a comprehensive plan.
- b) A comprehensive plan may:
 1. include but is not limited to provisions on land use, transportation, and public facilities;
 2. consist of a single plan or a coordinated set of plans organized by subject and geographic area; and
 3. be used to coordinate and guide the

establishment of development regulations.

c) A municipality may define, in its charter or by ordinance, the relationship between a comprehensive plan and development regulations and may provide standards for determining the consistency required between a plan and development regulations.

d) Land use assumptions adopted in a manner that complies with Subchapter C, Chapter 395, may be incorporated in a comprehensive plan.

Sec. 213.003. ADOPTION OR AMENDMENT OF COMPREHENSIVE PLAN.

a) A comprehensive plan may be adopted or amended by ordinance following:

1. a hearing at which the public is given the opportunity to give testimony and present written evidence; and
2. review by the municipality's planning commission or department, if one exists.
3. A municipality may establish, in its charter or by ordinance, procedures for adopting and amending a comprehensive plan.

Sec. 213.004. EFFECT ON OTHER MUNICIPAL PLANS.

This chapter does not limit the ability of a municipality to prepare other plans, policies, or strategies as required.

Sec. 213.005. NOTATION ON MAP OF COMPREHENSIVE PLAN.

A map of a comprehensive plan illustrating future land use shall contain the following clearly visible statement: "A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries."

Benbrook City Charter

The Benbrook City Charter requires the Planning Commission to prepare and recommend for approval be the City Council, a long range comprehensive City plan for the orderly physical development of the City, and to review and make recommendations for revisions to the City plan as necessary, but such review shall be made no less frequently than once every five years.

The Benbrook Comprehensive Plan was prepared in accordance with these above noted statutory requirements.

Citizen Participants

Without the support of our wonderful citizens, the Comprehensive Plan update would not have been possible.

Steering Committee Members

- David Ramsey (Chair) – Planning and Zoning Commission
- Leslie Singleton (Vice Chair) – Economic Development Corporation
- Jason Ward – Economic Development Corporation
- Karen Henderson – Parks and Recreation Board
- Lizzy Sutton – Parks and Recreation Board
- Alfredo Valverde – Planning and Zoning Commission
- Wes Meyers – Zoning Board of Adjustment

Planning and Zoning Commission

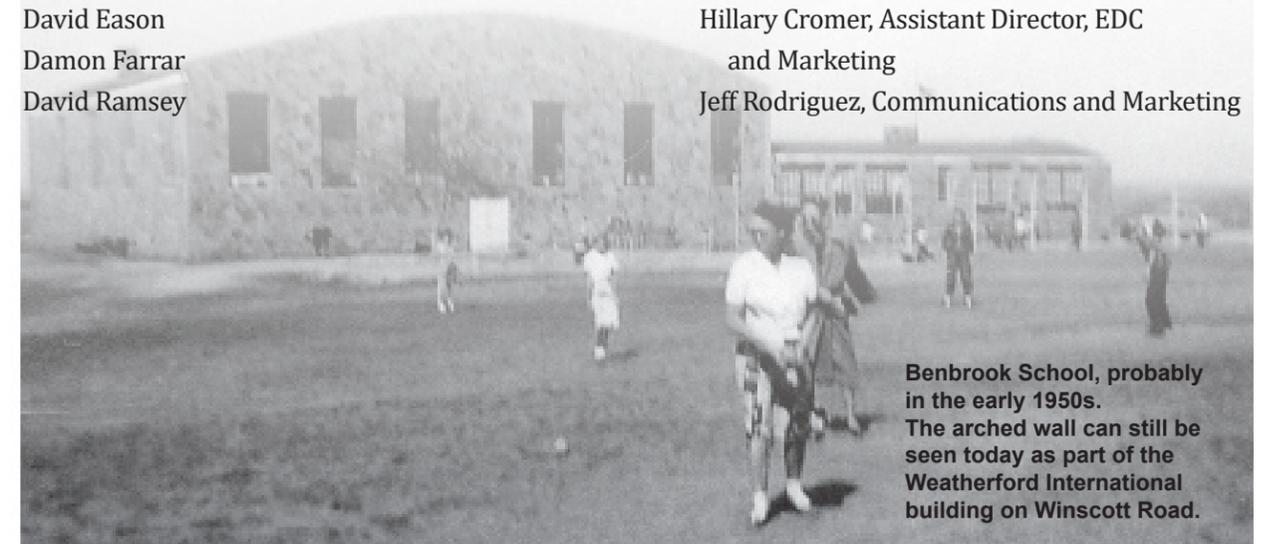
- Alfredo Valverde (Chair)
- John Logan (Vice Chair)
- Nathan Sultemeier
- Jonathan Russell
- Jon Craver
- Mikel Beth Seifert
- David Eason
- Damon Farrar
- David Ramsey

City Council

- Dr. Jerry Dittrich (Mayor) – Place 1
- Rene Franklin – Place 2
- Dr. Larry Marshall (Mayor Pro-Tem) – Place 3
- Dustin Phillips – Place 4
- Jim Wilson – Place 5
- Laura Mackey – Place 6
- Ron Sauma (term ended Nov. 6, 2019) – Place 7
- Jason Ward (elected Nov. 6, 2019) – Place 7

City Staff

- Andy Wayman, City Manager
- Jim Hinderaker, Assistant City Manager
- James Mills, Police Chief
- Tommy Davis, Fire Chief
- Jason Tate, Assistant Fire Chief
- Bennett Howell, Public Services Director
- Doug Howard, City Planner
- Caroline Stewart, Assistant City Planner
- Rick Overgaard, Finance Director
- Phyllis Wolfe, Information Technology Director
- Dane Garvin, Geographic Information System
- Cathy Morris, Director, EDC and Marketing
- Hillary Cromer, Assistant Director, EDC and Marketing
- Jeff Rodriguez, Communications and Marketing



Benbrook School, probably in the early 1950s. The arched wall can still be seen today as part of the Weatherford International building on Winscott Road.

BENBROOK 1956





City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 02/20/20	REFERENCE NUMBER: G-2455	SUBJECT: Accept finance report for period ending January 31, 2020	PAGE: 1 of 2
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GENERAL FUND

General Fund revenues for the month of January were \$4,586,056. Major revenues collected for the month include property taxes of \$3,839,380, franchise taxes of \$82,897, fines and forfeitures of \$65,630, charges for services of \$50,754 and a transfer in of \$100,000 from the Road Damage Fund. Sales tax collected and recognized as revenue in January was \$318,986. Fiscal year-to-date sales tax is 15.75% greater than 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 January were \$12,935,784 or 61.4% of the budget.

General Fund expenditures for the month of January were \$2,550,967, which includes a budgeted transfer out of \$1,150,000 for various capital projects. Fiscal year-to-date expenditures were \$7,044,311 or 33.5% of the adopted budget.

Total General Fund revenues of \$12,935,784 were greater than General Fund expenditures of \$7,044,311 by \$5,891,473.

DEBT SERVICE

Debt Service Fund revenues for the month of January totaled \$1,224,732. \$134,844 was from property tax and \$1,089,888 was a transfer in from the Stormwater Fund and TIF Fund to cover their respective debt service. Fiscal year-to-date revenues total \$1,470,838. Debt service payments of \$1,497,770 were made the end of January. Total expenditures of \$1,497,770 exceeded total revenues of \$1,470,838 by \$26,932.

ECONOMIC DEVELOPMENT CORPORATION (EDC)

EDC revenues as of January 31, 2020, were \$602,850. EDC expenditures through the end of January were \$480,071, which includes the purchase of land. Total revenues exceeded total expenditures by \$122,779.

CAPITAL PROJECTS

Total revenues received through January 31, 2020 were \$1,148,190 from Stormwater Utility fees, mineral lease revenue, interest earnings, and a transfer in of \$900,000 from the General Fund. Total expenditures for the Capital Projects Fund were \$1,560,078 through the end of January, which includes the transfer out of \$1,089,888 to the Debt Service Fund for Stormwater and TIF debt service payments. January expenditures included the following projects: Chapin Road

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

DATE: 02/20/20	REFERENCE NUMBER: G-2455	SUBJECT: Accept finance report for period ending January 31, 2020	PAGE: 2 of 2
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Culvert, Van Deman Road Drainage, and Clearfork Emergency Access Bridge. Total expenditures exceeded total revenues by \$411,888. 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.

CASH & INVESTMENTS

On January 31, 2020, the City had \$22,110,172 invested at varying interest rates; the EDC had \$4,623,198 available.

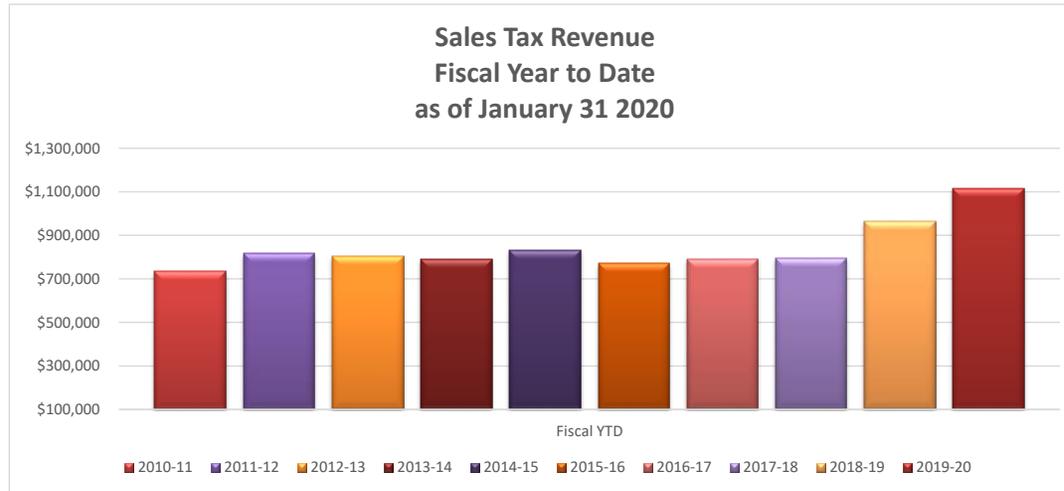
RECOMMENDATION

Staff recommends that City Council accept the finance report for the period ending January 31, 2020.

**City of Benbrook
Sales Tax Analysis
January 31, 2020**

Fiscal Year	Fiscal YTD	October	November	December	January	February	March	April	May	June	July	August	September	Annual Total
2010-11	\$ 734,094	\$ 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	818,149	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	804,128	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	789,117	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	833,060	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	771,762	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	792,821	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	795,248	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	965,447	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	1,117,506	303,508	251,579	243,434	318,986									1,117,506

Change 2010-11 to 2011-12	11.45%
Change 2011-12 to 2012-13	-1.71%
Change 2012-13 to 2013-14	-1.87%
Change 2013-14 to 2014-15	5.57%
Change 2014-15 to 2015-16	-7.94%
Change 2015-16 to 2016-17	2.73%
Change 2016-17 to 2017-18	0.31%
Change 2017-18 to 2018-19	21.40%
Change 2018-19 to 2019-20	15.75%



Budget 2019-20	\$ 2,700,000
Projected 2019-20	2,700,000
Variance from Budget	\$ -



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 02/20/20	REFERENCE NUMBER: G-2456	SUBJECT: Accept a drainage easement located on Lots 6 & 7, Block 2, Whitestone Ranch Phase 4 Addition	PAGE: 1 of 1
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In order to properly convey public storm water negatively impacting multiple properties in the Whitestone Ranch Phase 4 Addition, Staff seeks to secure a 10-foot wide drainage easement from Melvin and Sunny Stanley, the owners of Lot 6, Block 2, Whitestone Ranch Phase 4 Addition (10900 Claret Court) and Christy and Joseph Koennecke, the owners of Lot 7, Block 2 of said addition (10904 Claret Court) as shown in Figure 1.



Figure 1

The easement grants the City authority to enter the property to make improvements. Upon

acceptance of the drainage easement, construction of a 4-foot wide concrete valley flume will begin. The City is typically completing small drainage projects (like this one) on an ongoing, routine basis.

RECOMMENDATION

Staff recommends the City Council approve the drainage easement, as described in the attached drainage easement agreement.

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

DRAINAGE EASEMENT

10900 & 10904 Claret Court

STATE OF TEXAS

§
§
§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF TARRANT

That, Melvin C. and Sunny B. Stanley, (hereinafter called GRANTOR), being the owner of Lot 6, Block 2, of the Whitestone Ranch Phase 4 Addition, as recorded in Instrument No. D214229457 in the Official Public Records of Tarrant County, Texas and described in Exhibit A, attached hereto and made a part hereof by reference for all purposes; and

That, Christy L. and Joseph E. Koennecke, (hereinafter called GRANTOR), being the owner of Lot 7, Block 2, of the Whitestone Ranch Phase 4 Addition, as recorded in Instrument No. D214229457 in the Official Public Records of Tarrant County, Texas and described in Exhibit A, attached hereto and made a part hereof by reference for all purposes.

The easement conveyed herein is for public storm water drainage purposes, including the installation, construction, operation, maintenance, replacement of channels, ditches, pipes, mains and other facilities or appurtenances related to the transmission of storm waters under, along, upon and across said premises described in Exhibit A, together with the right and privilege at all times of the Grantee herein, its franchisees, agents, employees and representatives of ingress and egress to and from said premises for the purpose of making any improvements, modifications or repairs.

Grantor covenants and agrees that Grantor and Grantor's heirs, representatives, successors and assigns shall at no time erect, place or construct, or cause to be erected, placed or constructed in, into, upon, over, across or under any easements granted herein any temporary or permanent structures, and it is further agreed that Grantee shall have the right to excavate and fill upon the permanent easement and to remove from the permanent easement, any fences, buildings or other obstructions as may be found upon the permanent easement.

It is further intended that the permanent easement herein granted to Grantee shall run with the land and forever be a right in and to the land belonging to said Grantor, his successors and assigns, and said grant is expressly excepted from any right of reversion of said premises under any prior deeds in Grantor's chain of title. The drainage easement, rights and privileges granted herein are exclusive, and Grantor covenants that it will not convey any other easement or conflicting rights with the area covered by the grant to any other person.

This easement shall constitute a covenant running with the land and is assignable in whole as in part.

To have and to hold the described easement in Exhibit A, with the right of ingress and egress thereto, together with all and singular rights and appurtenances thereto in any wise belonging unto Grantee, its successors and assigns, forever, and Grantor does hereby bind himself, his heirs, successors and assigns to warrant and forever defend, all and singular, the said premises unto Grantee, its successors and assigns against every person whomsoever lawfully claiming or to claim to same or any part thereof.

In witness whereof, this instrument is executed the _____ day of _____, 2020.

Grantor (10900 Claret Court)

By: Melvin A Stanley

Printed Name: MELVIN A STANLEY

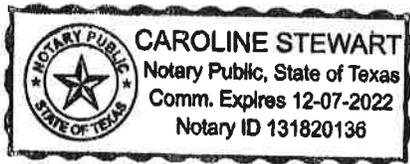
ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF TARRANT §

Before me, the undersigned authority, on this day personally appeared Melvin Stanley, known to me (or proved to me through driver's license (description of identity card or other document) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my seal of office this 31 day of January 2020.



Caroline Stewart
Notary Public in and for the State of Texas

My Commission Expires:

12-07-2022

Grantor (10904 Claret Court)

By: Joe Koennecke

Printed Name: JOE KOENNECKE

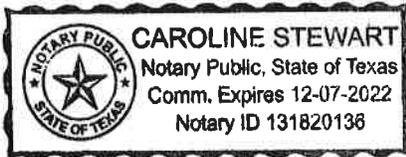
ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF TARRANT §

Before me, the undersigned authority, on this day personally appeared Joe Koennecke, known to me (or proved to me through Driver's License (description of identity card or other document) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my seal of office this 4 day of February 2020.



Caroline Stewart
Notary Public in and for the State of Texas

My Commission Expires:

12-07-2022

Grantee (City of Benbrook)

By: _____

Printed Name: Jerry B. Dittrich
Mayor, City of Benbrook

ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF TARRANT §

Before me, the undersigned authority, on this day personally appeared _____, known to me (or proved to me through _____ (description of identity card or other document) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my seal of office this _____ day of _____ 2020.

Notary Public in and for the State of Texas

My Commission Expires:

RETURN TO:

City of Benbrook
P.O. Box 26569
Benbrook, TX 76126

EXHIBIT A

DESCRIPTION OF A DRAINAGE EASEMENT

**Lot 6, Block 2
10900 Claret Court**

Being a portion of Lot 6, Block 2, WHITESTONE RANCH PHASE 4, an Addition to the City of Benbrook, Tarrant County, Texas, according to the Plat recorded in Instrument Number D214229457, Plat Records, Tarrant County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a ½” iron found with ‘MIZELL 6165’ cap at the southwest corner of said Lot 6 and the southeast corner of Lot 7, said Block 2, said iron being in the north line of Claret Court (50’ R.O.W.);

THENCE N 22°45’02”W, 117.22 feet, along the common line of said Lots 6 and 7;

THENCE S 35°12’40”E, 23.15 feet, departing said common line;

THENCE S 22°45’02”E, 94.87 feet to the north line of said Claret Court and the beginning of a non-tangent curve to the left;

THENCE with said curve to the left, an arc distance of 5.00 feet, through a central angle of 05°43’57”, having a radius of 50.00 feet, the long chord which bears S 70°08’09”W, 5.00 feet to the **Point of Beginning** and containing 529 square feet or 0.012 acres of land more or less.

**DESCRIPTION OF A
DRAINAGE EASEMENT
Lot 7, Block 2
10904 Claret Court**

Being a portion of Lot 7, Block 2, WHITESTONE RANCH PHASE 4, an Addition to the City of Benbrook, Tarrant County, Texas, according to the Plat recorded in Instrument Number D214229457, Plat Records, Tarrant County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a ½" iron found with 'MIZELL 6165' cap at the southeast corner of said Lot 7 and the southwest corner of Lot 6, said Block 2, said iron being in the north line of Claret Court (50' R.O.W.);

THENCE with said curve to the left, an arc distance of 5.00 feet, through a central angle of 05°43'56", having a radius of 50.00 feet, the long chord which bears S 64°24'12"W, 5.00 feet;

THENCE N 22°45'02"W, 93.72 feet;

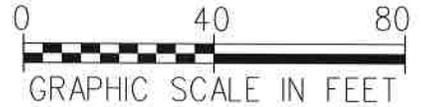
THENCE N 35°12'40"W, 53.46 feet, to the north line of said Lot 7 and the south line of Lot 5, said Block 2;

THENCE N 71°34'39"E, 10.45 feet, along the common line of said Lots 7 and 5;

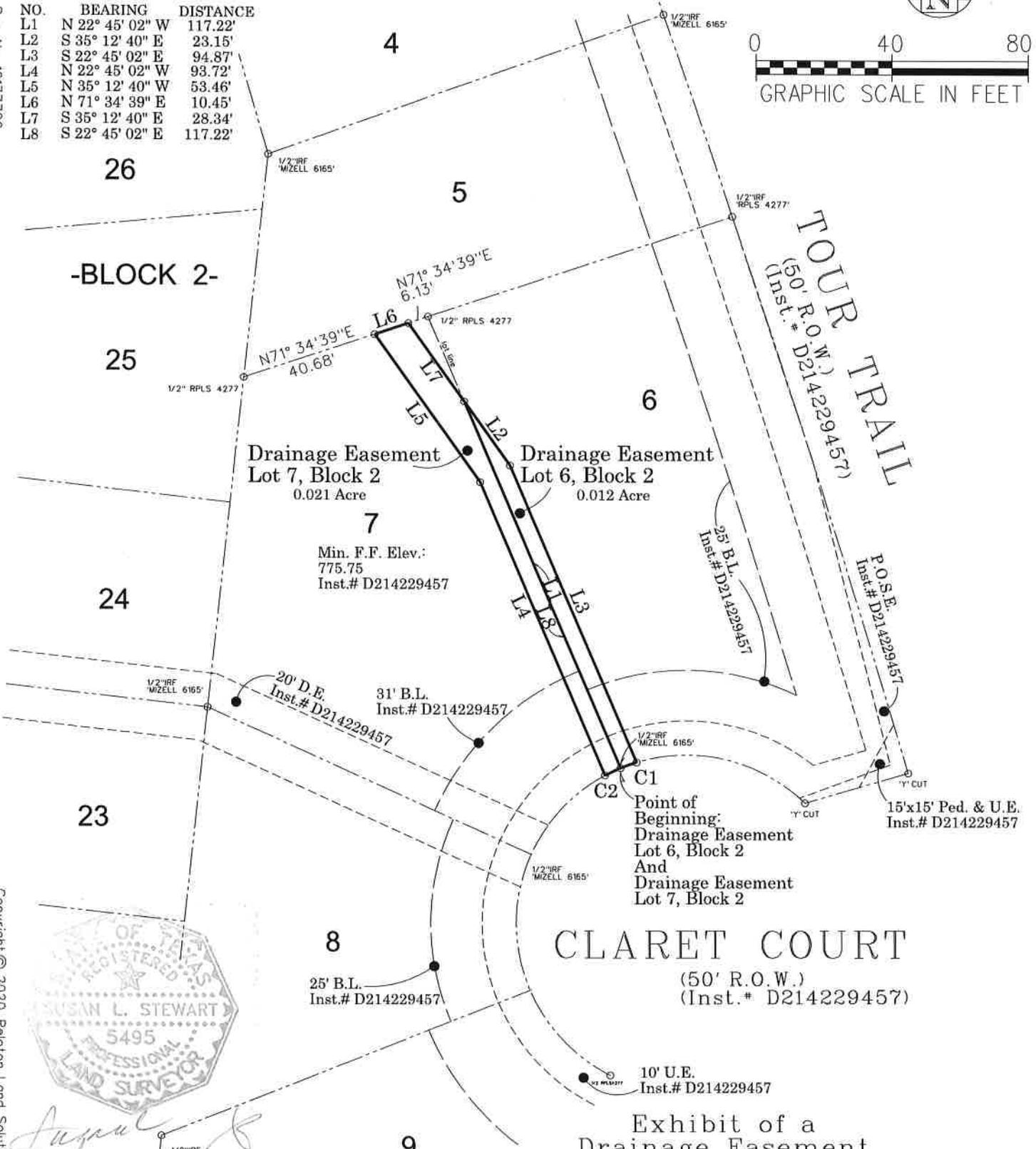
THENCE S 35°12'40"E, 28.34 feet, to the east line of said Lot 7 and the west line of said Lot 6;

THENCE S 22°45'02"E, 117.22 feet, along the common line of said Lots 7 and 6, to the **Point of Beginning** and containing 936 square feet or 0.021 acres of land more or less.

NO.	LENGTH	DELTA	RADIUS	BEARING	DISTANCE
C1	5.00'	05° 43' 57"	50.00'	S 70° 08' 09" W	5.00'
C2	5.00'	05° 43' 56"	50.00'	S 64° 24' 12" W	5.00'



NO.	BEARING	DISTANCE
L1	N 22° 45' 02" W	117.22'
L2	S 35° 12' 40" E	23.15'
L3	S 22° 45' 02" E	94.87'
L4	N 22° 45' 02" W	93.72'
L5	N 35° 12' 40" W	53.46'
L6	N 71° 34' 39" E	10.45'
L7	S 35° 12' 40" E	28.34'
L8	S 22° 45' 02" E	117.22'



Susan L. Stewart
1.31.2020

CLARET COURT
(50' R.O.W.)
(Inst.# D214229457)

Exhibit of a
Drainage Easement
Being a portion of
Lots 6 and 7, Block 2
Whitestone Ranch Phase 4
An Addition to the City of Benbrook
Tarrant County, Texas

PELTON
LAND SOLUTIONS
9800 HILLWOOD PARKWAY, SUITE 250
FORT WORTH, TEXAS 76177 PH.# 817-562-3350