



**MINUTES OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, MARCH 21, 2019**

The regular meeting of the Benbrook City Council was held on Thursday March 21, 2019 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich, Mayor  
Renee Franklin  
Larry Marshall  
Jim Wilson  
Laura Mackey  
Dustin Phillips  
Ron Sauma

Also Present:

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

Others Present:

Bill Smith  
Steven Wilson  
Stephanie Gonzales  
Jackie Wilson  
Marshall Lehman, Boy Scout Troop 720  
Blake Brown, Boy Scout Troop 720  
Liam Callahan, Boy Scout Troop 720  
Lucas Callahan, Boy Scout Troop 720  
Scott Cooper, Boy Scout Troop 720  
Greg Lehmann

**I. CALL TO ORDER**

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

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Invocation given by Councilmember Renee Franklin.

The Pledge of Allegiance was recited.

### **III. MINUTES**

#### **1. Minutes of the regular meeting held March 7, 2019**

Motion by Dr. Marshall, seconded by Mr. Sauma to approve the minutes of the regular meeting held March 7, 2019.

Vote on the Motion

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

Noes: None

Motion carries unanimously.

### **IV. REPORTS OF CITY MANAGER**

#### **A. GENERAL**

##### **G-2404 Accept finance report for period ending February 28, 2019**

Rick Overgaard gave the following report: General Fund revenues for the month of February were \$2,271,127. Property tax collections were \$1,656,783, and franchise taxes were \$110,596. Property tax revenues continue to be collected, but at a much slower rate as taxes were due February 1<sup>st</sup>. Sales tax collected and recognized as revenue in February 2019 was \$205,387. General Fund revenues collected through the end of February were \$13,679,112 or 67.6 percent of the budget.

General Fund expenditures for the month of February were \$1,351,028. Expenditures through February were \$7,749,555 or 36.9 percent of the adopted budget.

For the 2018-19 fiscal year-to-date, total General Fund revenues of \$13,679,112 exceeded General Fund expenditures of \$7,749,555 by \$5,929,557.

Debt Service revenues for the month of February totaled \$88,634 and are all from property tax. There were no expenditures for February. The next debt service payments will occur in July 2019.

EDC revenues as of February 28, 2019, were \$1,291,042. Most of the revenue was from the sale of land. EDC expenditures through the end of February were \$282,827. Total revenues exceeded total expenditures by \$1,008,215.

Total revenues received through February 28, 2019 were \$978,884 from Stormwater Utility fees, mineral lease revenue, and interest earnings. Total expenditures for the Capital Projects Fund were 2,238,348 through the end of February 2019. February expenditures were for the following projects: Vista Way, Clearfork Emergency Access Bridge, and Animal Shelter. Total expenditures exceeded total revenues by \$1,259,464. Sufficient funds are available in the current fund balances of the Capital Projects Fund. This fund operates on a project basis rather than a specific fiscal year.

On February 28, 2019, the City had \$21,810,633 invested at varying interest rates; the EDC had \$5,809,359 available.

Motion by Ms. Franklin, seconded by Ms. Mackey to accept the finance report for the period ending February 28, 2019.

Vote on the Motion

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

Noes: None

Motion carries unanimously.

**G-2405      Accept Comprehensive Annual Finance Report for fiscal year ended September 30, 2018**

Rick Overgaard gave the following report: As required by Chapter 103 of the Texas Local Government Code, an independent audit of the City's accounts and records has been made by the certified public accounting firm of Weaver & Tidwell L.L.P. for the fiscal year ending September 30, 2018.

The audited financial statements or Comprehensive Annual Financial Report (CAFR), which include the auditor's unmodified or "clean" opinion on pages 1 – 2 of the CAFR is submitted for City Council's information and consideration.

The Benbrook CAFR includes several sections:

- Introductory Section, which is unaudited
- Financial Section, including:
  - Independent Auditors Report
  - Management Discussion and Analysis
  - Basic Financial Statements
  - Notes to the Financial Statements, and
  - Supplementary Information
- Statistical Section, which is unaudited

The current CAFR was prepared in accordance with generally accepted accounting principles as prescribed by the Governmental Account Standard Board (GASB). Staff anticipates that the City will receive a Certificate of Achievement for Excellence in Financial Reporting for the thirty-fourth consecutive year.

The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) governmental fund financial statements and, 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1. The government-wide statements, which are found on pages 13-14 are designed to provide the reader with a broad overview of the City's finances, in a manner similar to a private-sector business. These statements include capital assets, long-term debt, and estimated future contributions associated with pension and other post-employment benefits.
2. The governmental fund financial statements focus on current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. These statements are much more useful in evaluating a government's near-term financial requirements and should be the focus of the City's fiscal year activities and financial health. These statements are on pages 15 and 17 of the CAFR.
3. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the governmental fund financial statements. The notes to the financial statements can be found on pages 21 - 45.
4. In addition to the basic financial statements and accompanying notes, this report presents certain required supplementary information that can be found on pages 48 – 58.

## **FINANCIAL HIGHLIGHTS**

- The General Fund ending fund balance at September 30, 2018 was \$8,629,590 and \$189,317 greater than budgeted.
- General Fund expenditures were less than the original budget of \$18,505,329 by \$1,093,386, or 5.9%. The Public Safety Departments, who make up over half the City's budget, accounted for nearly 33.4% of the savings, with General Government 30.6% of the savings. The remaining savings resulted from a combined effort of nearly every department spending less than the budget allocations.

- At the end of the fiscal year, the City's governmental funds had a total fund balance of \$23,469,561.
- Net position increased \$811,539 during fiscal year 2017-2018 to a healthy \$62,116,099 at September 30, 2018.

No budget adjustments are required.

## **CHANGES IN PREVIOUS YEARS**

GASB 34 was enacted to provide a more comprehensive evaluation of a municipality's long-term financial position. Prior to GASB 34, cities looked only at deposits and investments. After GASB 34, cities are required to look at capital assets (buildings, roads, bridges, drainage improvements, etc.) and the depreciation of these assets. On September 30, 2018, the City's total capital assets were \$116,259,636 with a depreciation of \$61,230,930, leaving a net value of \$55,028,706.

The CAFR includes the GASB 54 requirements on the classifications of Fund Balance, found on page 13 of the Governmental Funds Statement of Net Position.

GASB 68 and amended GASB 71 requires local governments participating in defined benefit pensions to recognize their portion of the present value of the projected defined benefit payment to be provided through the pension plan. The City's pension plan is discussed in Note 6 of the financial statements. The actuarial report that is prepared for GASB's 68 and 71 indicates the City of Benbrook pension is a very healthy 91.72% funded.

Motion by Dr. Marshall, seconded by Mr. Phillips to accept the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2018.

Vote on the Motion

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

Noes: None

Motion carries unanimously.

## **B. PURCHASE**

### **P-278 Purchase 2019 Metro-Star Chassis Fire Pumper**

Tommy Davis gave the following report: For the FY 2018/19 Budget, City Council transferred \$250,000 to the Capital Asset Replacement Fund for the programmed purchase of a new pumper fire truck. The Fire Department's 1997 pumper fire

truck is nearing the end of its scheduled 25-year life cycle. The National Fire Protection Association (NFPA, 1911 Annex D) recommends replacing fire trucks after 25 years of service.

The North Central Texas Council of Governments (NCTCOG) awarded the City the 2018 Clean Fleets grant to replace the aging pumper fire truck with a new pumper that complies with improved EPA standards. The grant will pay for 25% of the cost of the new pumper fire truck, reimbursable to the City after delivery.

The lead time from purchase to delivery of a new fire truck is approximately 12-18 months. Staff anticipates delivery of the new fire pumper truck in FY 2019-20. The remaining cost will be included in the recommended FY 2019/20 Budget Capital Asset Replacement Fund.

As with other major purchases, Staff utilized Sourcewell Cooperative Purchasing Program. Cooperative purchasing programs leverage the purchasing power of governmental units throughout Texas, providing sales volume in exchange for competitive pricing. The request for quote from Sourcewell was for a 2019 Spartan Metro-Star Chassis pumper fire truck.

The purchase price of the pumper fire truck from Sourcewell is \$676,255 and includes the Sourcewell administrative fee of \$2,000. Once the City takes delivery of the pumper fire truck, Staff will request the 25% reimbursement from NCTCOG, making the final purchase price \$507,191.

Motion by Mr. Wilson, seconded by Ms. Mackey to approve the purchase of a 2019 Spartan Metro-Star chassis pumper fire truck through the Sourcewell Cooperative Purchasing Program at a low bid cost of \$676,255. The purchase will be from the Capital Asset Replacement Fund and is payable upon delivery in FY 2019-20.

Vote on the Motion

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

Noes: None

Motion carries unanimously.

**VI. INFORMAL CITIZEN COMMENTS**

**VII. COUNCIL MEMBER AND STAFF COMMENTS**

**VIII. ADJOURNMENT**

Meeting adjourned at 7:57 p.m. followed by worksession to discuss Westpark Wall.

**APPROVED:**

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**Jerry B. Dittrich, Mayor**

**ATTEST:**

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**Joanna King, City Secretary**