



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, JULY 2, 2020**

The regular meeting of the Benbrook City Council was held on July 2, 2020 at 7:30 p.m. in the Council Chambers with the following Council members present:

Jerry Dittrich, Mayor
Renee Franklin-via Telephone Conference
Larry Marshall- via Telephone Conference
Dustin Phillips-via Telephone Conference
Jim Wilson-via Telephone Conference
Laura Mackey-via Telephone Conference
Jason Ward-via Telephone Conference

Also Present:

Andy Wayman, City Manager
Jim Hinderaker, Assistant City Manager
Joanna King, City Secretary
Rick Overgaard, Finance Director
Phyllis Wolfe, IT Director

I. CALL TO ORDER

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

II. CITIZEN COMMENTS ON ANY AGENDA ITEM

Mayor Dittrich paused the meeting for any citizen comments on any agenda item via telephone conference. There were no calls.

III. MINUTES

1. Minutes of the regular meeting held June 18, 2020

Motion by Dr. Marshall, seconded by Ms. Franklin to approve the minutes of the regular meeting held June 18, 2020.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

IV. REPORTS FROM CITY MANAGER

A. GENERAL

G-2471 Authorize Interlocal Agreement with Benbrook Water Authority for Street Cut Repair Services

Jim Hinderaker gave the following report: When the Benbrook Water Authority (BWA) has a water or sewer line failure under a street, the street must be cut open and excavated to repair the line. After the line is repaired, the BWA is responsible for restoring the damaged street. These street repairs are commonly referred to as “street cuts”. In lieu of the BWA contracting for this service, the City of Benbrook has repaired street cuts on asphalt streets for the BWA through an Interlocal Agreement (ILA) since 2000.

The proposed ILA renews this longstanding agreement with BWA, allowing the City of Benbrook to complete street cuts for the BWA. The repair cost is \$8.91/square foot, which is identical to last year. The term of the proposed ILA is one year, beginning October 1, 2020 and ending September 30, 2021.

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

Motion by Ms. Franklin, seconded by Dr. Marshall to authorize the Interlocal Agreement with the Benbrook Water Authority for street cut repair services on asphalt streets.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

G-2472 Authorize Interlocal Agreement with Benbrook Water Authority for Refuse and Storm Water Utility Fee Billing and Payment Collection Services

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

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

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

The term of the proposed ILA is one year, beginning October 1, 2020 and ending September 30, 2021.

Motion by Mr. Ward, seconded by Mr. Wilson to authorize the Interlocal Agreement with the Benbrook Water Authority for residential refuse and storm water utility fee billing and payment collection services.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

V. INFORMAL CITIZEN COMMENTS

Mayor Dittrich paused the meeting for any informal citizen comments via telephone conference. There were no calls.

VI. COUNCIL MEMBER AND STAFF COMMENTS

Jim Hinderaker gave report on COVID-19.

Councilmember Renee Franklin reminded citizens City Hall would be closed on July 3, 2020 to observe the July 4th Holiday.

VII. ADJOURNMENT

Meeting adjourned at 7:53 p.m. followed by Worksession:

FY 2020/2021 Annual Budget – City Council Preliminary Discussion

APPROVED:

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary