



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, OCTOBER 1, 2020**

The regular meeting of the Benbrook City Council was held on October 1, 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  
Beth Fischer, Deputy City Secretary  
Rick Overgaard, Finance Director  
Phyllis Wolfe, IT Director

Others:

Casey Stevenson, Peloton Land Solutions, Inc.

**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 September 17, 2020**

Motion by Dr. Marshall, seconded by Ms. Franklin to approve the minutes of the regular meeting held September 17, 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. PRESENTATION BY MAYOR AND CITY COUNCIL MEMBERS**

##### **CC-2020-08 Adopt Resolution amending Early Voting dates and Election Day Polling Places for the November 3, 2020 General Election**

Joanna King gave the following report: The Resolution tonight is an amendment to Resolution No. 2020-07 adopted in July calling the General Election for November 3, 2020.

The adopted resolution established the early voting dates and hours, the deadline to return mail ballots in person and listed local election day polling places.

In a response to Covid-19 and in an effort to maintain appropriate social distancing standards, Governor Greg Abbott has since issued a proclamation suspending certain section of the Texas Election Code thus allowing increased in-person voting opportunities.

Governor Abbott's proclamation expanded the early voting period to begin October 13, 2020 allowing an addition 4-day period. The proclamation also allows a voter to hand deliver their marked mail ballot to the early voting clerk's office on or before election day.

Tarrant County will provide a drive-thru for in-person ballot delivery at its main office at 2700 Premier Street in Fort Worth. Voters may only deliver their own ballot to the location. The drive-thru will be open during the same days and hours of Early Voting.

Due to COVID-19, some local polling places are no longer available to Tarrant County on Election Day. Tarrant County has notified Benbrook that there will only be three local polling places available: Benbrook Community Center on San Angelo Ave., Benbrook Community Center/YMCA on Winscott Road and Trinity Chapel on Southwest Blvd.

As a reminder, Tarrant County has been designated as a Vote Center. As with Early Voting, any registered voter in Tarrant County is allowed to vote at any Vote Center within the county. Benbrook voters are no longer limited to their own precinct and can vote at any location on Election Day.

Motion by Ms. Mackey, seconded by Mr. Phillips to adopt Resolution 2020-10 amending early voting dates and times and Election Day polling places for the November 3, 2020 General and Joint Election.

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.

Resolution 2020-10 being: **“A RESOLUTION EXTENDING THE EARLY VOTING PERIOD FOR THE NOVEMBER 3, 2020 GENERAL ELECTION, EXPANDING THE IN-PERSON DELIVERY OF MAIL BALLOTS, AND CHANGING LOCAL ELECTION DAY POLLING PLACES.”**

**CC-2020-09 Accept resignation from Jim Wilson, Place 5, City Council**

Councilmember Jim Wilson read the following:

Please accept this letter as my resignation from Place 5, Benbrook City Council effective 6 November 2020. I have accepted employment transfer to the Netherlands to assist our NATO ally with their aircraft. My wife and I are very excited about this new challenge and the opportunity for new life experiences; however, our excitement is tempered at having to depart a community where we have established deep roots and a certainty this is our long-term home.

I would like to thank each of my current and previous peers on this Council for the honor of serving the citizens of Benbrook during the past 11 years. Furthermore, I cannot overstate the professionalism and public servant philosophy of our City Staff, nor can I thank each enough for their assistance during my tenure on Council. Lastly, it is no surprise to me that I have met so many exceptional people in our city, it is these citizens that make our city special and I thank each for their inputs, suggestions, and sharing of time as I sought to represent each of them.

Benbrook will remain our home regardless of our residence at any particular moment. Our relocation to Europe is not permanent and we plan to return upon completion of this opportunity- this is our home like no other place has ever been.

I would like to provide one recommendation to my fellow peers- always strive for greater transparency, easier involvement, and new opportunities for our citizens. For myself that included yearly door-to-door visits. While this may not be a viable or comfortable option for everyone, I must convey the positive and constructive nature of these visits especially during my non-election years. Regardless of manner, always seek out opportunities to garner ideas (large and small) from our community, remembering City Council represents them.

It is with the upmost respect I thank each of you for your continued service to our community. I look forward to returning to our city and seeing firsthand many successes and improvements.

Jim Wilson  
Place 5, Benbrook City Council

Motion by Ms. Mackey, seconded by Ms. Franklin to accept the resignation from Councilmember Jim Wilson, Place 5 effective November 6, 2020.

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. PRESENTATION BY PLANNING AND ZONING COMMISSION**

**PZ-2020-05 Adopt an ordinance rezoning 8.82 acres of land situated in the Elizabeth Langston Survey, Abstract Number 988 and the Edward Taylor Survey, Abstract Number 1560, Tarrant County, Benbrook, Texas from “C” Multiple-Family District to “PD” Planned Development District, for a single-family residential development; and amending the area’s Future Land Use Map (FLUM) designation, of the Comprehensive Plan, from Medium-Density Residential (MDR) to Low-Density Residential (LDR). The property is located on the north side of Jerry Dunn Parkway, approximately 1,400 feet west of Rolling Hills Drive. [PUBLIC HEARING]**

Jim Hinderaker gave the following report: The applicant, CBR Reality LTD, Steve Hawkins President is seeking to develop a new single-family residential subdivision located partly in Fort Worth and partly in Benbrook.

The applicant proposes amending Benbrook’s Comprehensive Plan Future Land Use Map (FLUM) from Medium-Density Residential (MDR) to Low-Density Residential (LDR) and downzoning the subject property from “C” multiple-family district to a planned development district reducing the gross maximum allowable density from 12.5 units per acre to 4.65 units per acre.

The request complies with the City’s Comprehensive Plan Future Land Use Map and is of a similar density and minimum lot/house size standard of surrounding development.

Mayor Dittrich opened the public hearing at 7:50 p.m. and paused the meeting for any citizen comments. There were no comments.

Mayor Dittrich closed the public hearing at 7:52 p.m.

Motion by Mr. Wilson, seconded by Dr. Marshall to adopt Ordinance No. 1461 rezoning 8.82 acres of land situated in the Elizabeth Langston Survey, Abstract Number 988 and the Edward Taylor Survey, Abstract Number 1560, Tarrant County, Benbrook, Texas from “C” Multiple-Family District to “PD” Planned Development District, for a single-family residential development; and amending

the area's Future Land Use Map (FLUM) designation, of the Comprehensive Plan, from Medium-Density Residential (MDR) to Low-Density Residential (LDR).

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

Ordinance No. 1461 being **“AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE BENBROOK COMPREHENSIVE PLAN CHANGING THE LAND USE DESIGNATION OF 8.82 ACRES OF LAND SITUATED IN THE ELIZABETH LANGSTON SURVEY, ABSTRACT NUMBER 988 AND THE EDWARD TAYLOR SURVEY, ABSTRACT NUMBER 1560, TARRANT COUNTY, BENBROOK, TEXAS FROM MEDIUM DENSITY RESIDENTIAL (MDR) TO LOW DENSITY RESIDENTIAL (LDR); AND FURTHER AMENDING TITLE 17 - ZONING OF THE BENBROOK MUNICIPAL CODE (1985), AS AMENDED, BY CHANGING THE ZONING CLASSIFICATION OF 8.82 ACRES OF LAND SITUATED IN THE ELIZABETH LANGSTON SURVEY, ABSTRACT NUMBER 988 AND THE EDWARD TAYLOR SURVEY, ABSTRACT NUMBER 1560, TARRANT COUNTY, BENBROOK, TEXAS, FROM “C” MULTIPLE-FAMILY DISTRICT TO “PD” PLANNED DEVELOPMENT DISTRICT FOR SINGE-FAMILY USES, AND AMENDING THE OFFICIAL ZONING AND FUTURE LAND USE MAPS TO REFLECT THE CHANGE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; 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.”**

## **VI. REPORTS FROM CITY MANAGER**

### **A. CONTRACT**

#### **C-333 Award contract for Employee Health Insurance**

Rick Overgaard gave the following report: United Health Care (UHC) provides group health insurance coverage for full-time City employees and their eligible dependents through an Exclusive Provider Organization (EPO) plan. The City pays the employee premium for full-time employees. Optional coverage is available for eligible dependents. Employees are responsible for payment of dependent premiums; the City subsidizes a portion of the dependent premium.

The current monthly rates for the employee and employer combined are: \$706.27 for an employee, an additional \$847.53 for a spouse, an additional \$600.33 for children, and an additional \$1,553.81 for family coverage.

The current reimbursement rate for out-patient procedures and surgery is a maximum of \$1,000 per occurrence. The reimbursement rate for hospitalization is a maximum of \$2,000 per admission. Employees and covered dependents are eligible for the reimbursements. The City will reimburse the employee \$200 of the \$500 co-pay for first time Emergency Room treatments.

The City contributes up to \$500 to the Section 125 plan account for full-time employees who do not have dependent health insurance coverage through the City of Benbrook.

In August 2020, UHC proposed a renewal rate increase of 6.7 percent. Thereafter, the City's Agent of Record negotiated with UHC to secure a lower rate. As a result of the negotiations with UHC, there is a decrease of 2% and no changes in services, benefits, co-payments, and deductibles.

The employee and employer combined costs will decrease 2%. Monthly rates for the employee and employer combined are: \$692.22 for an employee, an additional \$830.67 for a spouse, an additional \$588.39 for children, and an additional \$1,522.90 for family coverage.

The total City cost is estimated at \$1,902,171; this amount is below the 2020-21 Budget allocation by \$751,398. Upon advice from City's Agent of Record, the budgeted amount reflected a significant rate increase due to COVID-19. Fortunately, this significant increase did not materialize. In order to maintain the City's very strong financial position, expenditures are estimated liberally, and revenues are estimated conservatively. Health insurance rates may be a lagging indicator of the pandemic and Staff will closely monitor rate trends for the next budget cycle.

Motion by Mr. Wilson, seconded by Mr. Ward to approve a one-year contract, effective November 1, 2020, with United Health Care for provision of the City of Benbrook's group health insurance.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

### **C-334 Award contract for Employee Dental Insurance**

Rick Overgaard gave the following report: The City contracts with United Health Care (UHC) to provide group dental insurance coverage for full-time City employees and their eligible dependents. Under the City's current fee structure, the City covers the entire premium cost for all participating full-time employees. The current rate is \$32.02 per month per employee. Three dependent coverages are also available for employees with eligible dependents and currently cost an additional \$36.66 for spouse coverage, \$38.13 for children coverage and \$72.87

for family coverage. Employees who choose one of these options are responsible for a portion of dependent premiums. The City subsidizes the balance of dependent premiums.

The City's group plan is also available to City retirees, Benbrook Library District (BLD) employees, and eligible dependents for these groups. The City pays no portion of these premiums.

In August 2020, UHC proposed no increase in the renewal rate with no changes in services, benefits, co-payments, and deductibles.

The total estimated annual cost to the City is \$66,152 and is included in the FY 2020-21 Budget.

Motion by Dr. Marshall, seconded by Ms. Franklin to approve a one-year contract with United Health Care for provision of dental insurance to be effective November 1, 2020.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

**C-335 Award contract for Bank Depository for City of Benbrook Accounts**

Rick Overgaard gave the following report: The current bank depository contract was awarded in October 2014 and split between BBVA Bank and Pinnacle Bank. The contract was for five years and was extended one additional year.

On July 22, 2020, the City distributed requests for proposals for the City's depository contract to every qualified institution within Benbrook. Copies were emailed to: BBVA Bank, Chase Bank, Pinnacle Bank, and Wells Fargo Bank. The City also advertised for proposals in the July 22, 2020 edition of the Fort Worth Star Telegram, and on the City's website.

The deadline for the proposals was 2:00 PM, Wednesday, September 9, 2020 and the following five financial institutions provided proposals before the deadline: BBVA Bank, Pinnacle Bank, Wells Fargo Bank, UMB Bank, and Origin Bank.

The five proposals received were evaluated based on criteria in the RFP. All the banks could meet the service requirements of the City. The primary differences were cost of services and the earning rate on idle cash. The proposals were scored and are ranked below.

1. Pinnacle Bank 99 points
2. BBVA Bank 96 points

3. Wells Fargo Bank 92 points
4. Origin Bank 86 points
5. UMB Bank 78 points

The top two scoring banks were Pinnacle and BBVA. Both banks provide the services required by the City. Although the City has been happy with both BBVA and Pinnacle Bank, Pinnacle Bank's net cost of services and earnings on idle cash scored much higher in the evaluation. Pinnacle Bank's current estimated annual net earnings are \$33,718, which is significantly higher than any of the other banks. Therefore, Staff recommends awarding the bank depository contract to Pinnacle Bank.

Motion by Ms. Franklin, seconded by Mr. Ward to award the depository contract to Pinnacle Bank for a period not to exceed five years effective November 1, 2020.

Vote on the Motion by Roll Call:

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

Noes: None

Motion carried unanimously.

## **VII. INFORMAL CITIZEN COMMENTS**

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

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

Councilmember Franklin reminded citizens of the Electronic Waste and Document Shredding event to be held in Dutch Branch Park on Saturday October 3, 2020.

Jim Hinderaker gave report on COVID-19.

## **IX. ADJOURNMENT**

Meeting adjourned at 8:12 p.m. followed by a Worksession to discuss filling upcoming City Council vacancy.

**APPROVED:**

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**Jerry B. Dittrich, Mayor**

**ATTEST:**

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**Joanna King, City Secretary**