



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, AUGUST 20, 2020**

The regular meeting of the Benbrook City Council was held on August 20, 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  
Wes Cooper, Systems Administrator

**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 August 6, 2020**

Motion by Mr. Wilson, seconded by Dr. Marshall to approve the minutes of the regular meeting held August 6, 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-2477 Accept Finance Report for period ending July 31, 2020**

Rick Overgaard gave the following report: General Fund revenues for the month of July were \$750,966. Major revenues collected for the month include Property taxes of \$122,488, Franchise taxes of \$23,229, Fines and Forfeitures of \$61,876, Charges for Services of \$70,897, Permits of \$78,318, Interest of \$5,723, and Other Agency of \$80,424. Sales tax collected and recognized as revenue in July was \$304,404. Fiscal year to date sales tax is 20.39% greater than last year at this time. General Fund revenues collected through the end of July were \$19,513,002 and 92.6% of the budget.

General Fund expenditures for the month of July were \$1,562,564. Fiscal year to date expenditures were \$16,762,997 and 79.7% of the adopted budget.

Total General Fund revenues of \$19,513,002 were greater than General Fund expenditures of \$16,762,997 by \$2,750,005.

Debt Service revenues for the month of July totaled \$4,302 and were all from property tax. Fiscal year to date revenues total \$1,550,332. Expenditures for July were \$52,135 and were for debt service payments due August 1<sup>st</sup>. The next debt service payments will occur in February 2021. Total revenues of \$1,550,332 exceeded total expenditures of \$1,549,905 by \$427.

EDC revenues through July 31, 2020, were \$1,491,984. EDC expenditures through the end of July were \$1,392,380. Total revenues exceeded total expenditures by \$99,604.

Total revenues received through July 31, 2020 were \$3,863,128 from stormwater utility fees, mineral lease revenue, TIF payment, and interest earnings. Total expenditures for the Capital Projects Fund were \$4,211,063 through the end of July. July expenditures included the following projects: Highway 377 and Clearfork Emergency Access Bridge. Total expenditures exceeded total revenues by \$347,935. 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 July 31, 2020, the City had \$19,654,326 invested at varying interest rates; the EDC had \$4,663,104 available.

Motion by Dr. Marshall, seconded by Mr. Phillips to accept the finance report for the period ending July 31, 2020.

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-2478      Accept Drainage Easement across Oncor Transmission Line Property**

Jim Hinderaker gave the following report As part of the approved Whitestone Crest Phase 2 Addition development plan, the developer, SJ Rolling Hills Development LP, secured a 100-foot wide drainage easement across Oncor's transmission line property known as the Benbrook 345 KV Tap Line (North) and Benbrook 345 KV Tap Line (South).

The drainage easement is necessary to legally convey public storm water generated by non-pervious improvements associated with the Whitestone Crest Phase 1 and 2 developments across Oncor's transmission line property to a 60-inch inlet located at the northwest corner of the Whitestone Ranch Phase 4 Addition

The developer is responsible for the initial grading, revegetation and headwall improvements associated with the project.

Motion by Ms. Franklin, seconded by Ms. Mackey to approve the drainage easement, as described in the attached drainage easement agreement.

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.      OTHER MATTERS OF BUSINESS**

**1.      Public Hearing on Property Tax Rate for 2020**

Rick Overgaard gave the following summary of the proposed 2020 Property Tax Rate:

**No-New-Revenue and Voter-Approval Tax Rates (per \$100 valuation)**

- No-New-Revenue Tax Rate                      \$0.601195
- Voter-Approval Tax Rate                        \$0.623936
- Proposed Tax Rate                                \$0.622500

## Proposed Ad Valorem Tax Rates (per \$100 valuation)

- General Fund \$0.6015
- Debt Service Fund \$0.0210
- Operating Funds \$0.6225

## Changes in Assessed Valuations

- Certified Appraised Value 5.08%
- Total Taxable Value 3.65%

## Assessed Value Data

- New Construction \$40,977,168
- One Cent of Property tax \$ 237,728

At the August 6, 2020 City Council meeting the Finance Director presented the certified appraisal roll from Tarrant Appraisal District (TAD). City Council accepted the certified appraisal roll and appointed the Finance Director to calculate and publish the No-New-Revenue tax rate and Voter-Approval tax rate, and enter tax data in [www.tarranttaxinfo.com](http://www.tarranttaxinfo.com) portal. Notices were published in the Fort Worth Star-Telegram on August 12, 2020. The public hearing on the tax rate is being held tonight, August 20, 2020. The City Council will also adopt the 2020 Property Tax Rate at tonight's meeting (August 20, 2020).

Mayor Dittrich opened the public hearing at 7:51 p.m. and announced that the telephone lines were open to accept citizen input on the proposed tax rate. After three minutes there were no calls received.

Mayor Dittrich closed the public hearing at 7:54 p.m.

### **G-2479 Adopt Ordinance fixing and levying ad valorem tax for 2020**

Motion by Ms. Franklin, seconded by Mr. Ward that the property tax rate be increased by the adoption of a tax rate of \$0.6225, which is effectively a 3.54% increase in the tax rate.

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. 1258 being "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENBROOK, TEXAS, FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, AT THE RATE OF \$0.6225 PER ONE

**HUNDRED DOLLARS (\$100.00) ASSESSED VALUE ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF BENBROOK, TEXAS, AS OF JANUARY 1, 2020, TO PROVIDE REVENUES FOR THE PAYMENT OF CURRENT EXPENSES AND TO PROVIDE AN INTEREST IN DEBT SERVICE FUNDS ON ALL OUTSTANDING DEBTS OF THE CITY; DIRECTING THE ASSESSMENT THEREOF; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST THEREON; PROVIDING FOR PLACE OF PAYMENT; PROVIDING FOR APPROVAL OF THE TAX ROLLS PRESENTED TO THE CITY COUNCIL; PROVIDING FOR THE REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE AND DECLARING AN EFFECTIVE DATE.**

## **2. First Public Hearing on proposed budget for FY 2020/2021**

Rick Overgaard gave the following summary of the 2020-2021 Proposed Budget:

- 2019/2020 tax rate \$0.62777
- Adopted 2020/2021 tax rate \$0.62250

### **Revenues and Transfers In**

- General Fund \$21,268,900
- Debt Service Fund \$ 1,719,267
- Operating Funds \$22,988,167

### **Expenditures and Transfers Out**

- General Fund \$21,264,353
- Debt Service Fund \$ 1,610,241
- Operating Funds \$22,874,594

### **Transfers Out – General Fund**

- Capital Asset Replacement \$500,000

### **Transfers to Operating Funds**

- Road Damage Fund \$ 22,439
- Storm Water Utility Fund \$733,366
- TIF Fund \$501,203

### **Projected Ending Fund Balances**

- General Fund \$8,500,767
- Debt Service Fund \$ 453,430
- Operating Funds \$8,954,197

### **Budget Highlights (Base Budget)**

- Continuation of current services, programs and staffing levels
- No Decision Packages

- No Cost of Living Adjustment for Full-Time Employees
- Flat Sales Tax growth
- Purchase Fire Truck per Capital Improvements Program
- Increase Asphalt Overlay Program per Capital Improvements Program

**Debt Service Fund**

- Principal and interest payments for three General Obligation Bond issues
- Transfers from Storm Water Utility Fund and TIF Fund for related debt - \$1,234,569
- Debt Service Property Tax Rate at \$0.0210

This is the first public hearing on the proposed Fiscal Year 2020-2021 budget. The next public hearing will be held on September 3, 2020. City Council will adopt the FY 2020-2021 budget and ratify property tax revenue increase at the September 17, 2020 meeting.

Mayor Dittrich opened the public hearing at 8:00 p.m. and announced that the telephone lines were open to accept citizen input on the proposed budget. After three minutes there were no calls received.

Mayor Dittrich closed the public hearing at 8:03 p.m.

**VI. INFORMAL CITIZEN COMMENTS**

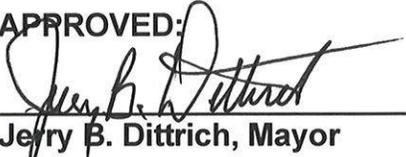
Mayor Dittrich paused the meeting for any informal citizen comments via telephone conference. There were no calls.

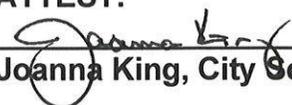
**VII. COUNCIL MEMBER AND STAFF COMMENTS**

Jim Hinderaker gave report on COVID-19.

**VIII. ADJOURNMENT**

Meeting adjourned at 8:09 p.m.

APPROVED:  
  
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 Jerry B. Dittrich, Mayor

ATTEST:  
  
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 Joanna King, City Secretary