



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, SEPTEMBER 15, 2022**

The regular meeting of the Benbrook City Council was held on September 15, 2022 at 7:30 p.m. in the Council Chambers with the following Council members present:

Jason Ward, Mayor
Renee Franklin
Larry Marshall
Dustin Phillips
Gary Addison
Laura Mackey
Keith Tiner

Also Present:

Andy Wayman, City Manager
Jim Hinderaker, Assistant City Manager
Joanna King, City Secretary
Beth Fischer, Deputy City Secretary
Rick Overgaard, Finance Director
Jared Devries, Management Analyst
Bennett Howell, Public Services Director

Others:

Dana Addison
Bill Smith
Phyllis Harkins
Josh Harville

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALEGIANCE

Invocation was given by Pastor Todd Pylant with First Baptist Church of Benbrook
The Pledge of Allegiance was recited.

III. CITIZEN COMMENTS ON ANY AGENDA ITEM

IV. MINUTES

1. Approve minutes of the regular meeting held September 1, 2022

Motion by Dr. Marshall, seconded by Mr. Phillips to approve the minutes of the regular meeting held September 1, 2022

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

V. REPORTS FROM CITY MANAGER

A. GENERAL

G-2577 Accept Finance Report for period ending August 31, 2022

Rick Overgaard gave the following report: General Fund revenues for the month of August were \$1,075,664. Major revenues collected for the month include Property taxes of \$34,456, Franchise taxes of \$130,603, Permits of \$329,166, Fines and Forfeitures of \$38,312, Other Agencies of \$59,919, and Charges for Services of \$115,919. Sales tax collected and recognized as revenue in August was \$313,457. Fiscal year to date sales tax is \$3,509,025, an increase of 13.93% over last year at this time. General Fund revenues collected through the end of August were \$21,756,971 and 101.9% of the budget.

General Fund expenditures for the month of August were \$1,737,938. The increase in expenditures compared to the prior year is due to the street overlay project. Fiscal year to date expenditures were \$17,656,323 and 82.7% of the adopted budget.

Total General Fund revenues of \$21,756,971 were more than total General Fund expenditures of \$17,656,323 by \$4,100,648.

Debt Service revenues for the month of August totaled \$2,184 and were all from property tax. There were no expenditures in August. The next debt service payments are due February 1, 2023.

EDC revenues through August were \$1,854,575. EDC expenditures through the end of August were \$911,570. Total revenues exceeded total expenditures by \$943,005.

Total revenues received through August were \$3,414,710 from stormwater utility fees, mineral lease revenue, TIF income, and interest earnings. Total

expenditures for the Capital Projects Fund were \$2,997,994 through the end of August. August expenditures included the following projects: Vista Way Two-Way Conversion, Westerly and Dawn Drainage, Storm Drainage Assessment, and Floodplain Study. Total revenues exceeded total expenditures by \$416,716. 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 August 31, 2022, the City had \$47,265,153 invested at varying interest rates; the EDC had \$6,164,386 available.

Motion by Dr. Marshall, seconded by Ms. Mackey to accept the finance report for the period ending August 31, 2022.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

G-2578 Adopt Ordinance approving budget figures for FY 2022/2023

Motion by Mr. Tiner, seconded by Mr. Addison to adopt Ordinance No. 1483 approving budget figures for FY2022/2023.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

Ordinance No. 1483 being **"AN ORDINANCE OF THE CITY OF BENBROOK, TEXAS, APPROVING BUDGET FIGURES FOR THE FISCAL YEAR 2022 THROUGH 2023; APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, AND MAKING APPROPRIATIONS FOR EACH DEPARTMENT, PROJECT AND ACCOUNT; ACCEPTING AND APPROVING THE EMPLOYEE CIVIL SERVICE CLASSIFICATIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS CLAUSE AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE."**

G-2579 Adopt Ordinance fixing and levying ad valorem tax for 2022

Motion by Ms. Franklin, seconded by Mr. Phillips to move that the property tax rate be increased by the adoption of a tax rate of \$0.5950, which is effectively a 7.77 percent increase in the tax rate.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

Ordinance No. 1484 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, 2022 AND ENDING SEPTEMBER 30, 2023, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, AT THE RATE OF \$0.5950 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, 2022, 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."

G-2580 Ratify the property tax revenue increase reflected in the FY 2022/2023 Budget

Motion by Mr. Phillips, seconded by Ms. Mackey to ratify the property tax revenue increase reflected in the FY2022/2023 budget

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

G-2581 Interlocal Agreement with Fort Worth Transportation Authority to provide transportation for elderly and disabled residents

Jared Devries gave the following report: The City's contract with the Fort Worth Transportation Authority (Trinity Metro) to provide transit service to Benbrook residents expired on May 31, 2022.

The program provides transit service to residents aged 65 or older, or for disabled residents, at a subsidized fare of \$2.50 per one-way trip. The City's cost to participate in the program is \$7,529, and funds are budgeted annually for this expense.

Qualified residents may use the transit service for a variety of purposes, included medical appointments, shopping, recreation, school or work, excluding weekends and holidays. Benbrook residents are guaranteed rides on Tuesdays and Thursdays. On the remaining days, rides are available subject to the priority requests from other cities on a first-come basis.

In past years, the Federal Transit Administration had awarded Trinity Metro grant funding sufficient to offer Benbrook residents guaranteed rides on Fridays too. Unfortunately, this year's funding is insufficient to provide Benbrook residents guaranteed rides on Fridays throughout the contract year and will end after September 30, 2022.

Except for the guaranteed Friday rides, the terms and conditions of service and the annual administrative fee of \$7,529 are identical to the previous year's contract.

Motion by Mr. Tiner, seconded by Ms. Franklin to approve participation in the Tarrant County Transportation Services Program for Elderly and Disabled residents, at a cost of \$7,529.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

B. CONTRACT

C-353 Miscellaneous concrete repairs

Bennett Howell gave the following report: The proposed Miscellaneous Concrete Repairs Contract enables the City to assign miscellaneous concrete repairs, cumulatively valued at more than \$50,000 per fiscal year, to a pre-determined concrete contractor. Repairs are limited to the removal and replacement of concrete infrastructure including: curbs and gutters, drive-approaches, sidewalks,

pavement panels, ADA ramps and site restoration. Site restoration includes backfilling, topsoil and sod replacement.

Per the Contract, the City may utilize the selected contractor throughout the Contract period without the need to bid each repair.

The Contract period is from October 1, 2022 to September 30, 2023 and may be renewed annually at the City's option for three (3) additional years. Prices are fixed for the duration of each one-year Contract term but may be increased commiserate with the Consumer Price Index (CPI) at the time of extension.

Sealed bids providing unit pricing were received and opened on August 24, 2022. Staff then multiplied the bidder's unit price by the estimated annual unit quantities for concrete repairs.

The two bidders were ranked as follows:

- | | | |
|----|----------------------|------------------------|
| 1. | Patcon Services, LLC | \$272,527.69 – Low Bid |
| 2. | TMRC Corp. | \$320,293.01 |

Patcon Services, LLC has worked for the City on multiple projects including the current Miscellaneous Concrete Repairs Contract, Benbrook Field street construction, Sundown Drainage project and other small projects.

The City has budgeted \$300,000 for miscellaneous concrete repairs.

The Contract is funded annually in the approved Public Works operating budget.

Motion by Dr. Marshall, seconded by Mr. Addison to approve the Miscellaneous Concrete Repairs Contract for \$300,000, with an annual renewal option for up to three (3) years, to Patcon Services, LLC.

Vote on the Motion

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Ward, Mr. Addison, Ms. Mackey, Mr. Tiner

Noes: None

Motion carried unanimously.

VI. INFORMAL CITIZEN COMMENTS

VII. COUNCIL MEMBER AND STAFF COMMENTS

Councilmember Renee Franklin reminded citizens of the Trash Bash to be held on Saturday, September 17, 2022. Registration will begin at 8:00 AM at Dutch Branch Park.

VIII. ADJOURNMENT

Meeting adjourned at 7:47 p.m.

APPROVED:



Jason Ward, Mayor

ATTEST:



Joanna King, City Secretary