



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, MAY 21, 2020**

The regular meeting of the Benbrook City Council was held on May 21, 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  
Wes Cooper, Systems Administrator  
Rick Overgaard, Finance Director  
Tommy Davis, Fire Chief

**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 May 7, 2020**

Motion by Dr. Marshall, seconded by Mr. Ward to approve the minutes of the regular meeting held May 7, 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 TAX INCREMENT FINANCING BOARD OF DIRECTORS

##### **TIF-2020-01                    Approve 380 Economic Development Agreement between City of Benbrook and BBT Crossing, LTD**

Jim Hinderaker gave the following report: On February 5, 2016, the City of Benbrook entered into the First Amendment to the Developer Participation Agreement for Benbrook Towne Crossing Project (Underlying Agreement) with BBT Crossing, LTD., BBT Crossing GP Corporation and Bo Peek Limited, which are all companies wherein Brad H. Bowen is either the manager or president having authorization to sign the Underlying Agreement. The Underlying Agreement outlines a number of Tax Increment Finance District (TIF) construction projects already completed including (1) design and construction of a portion of Vista Way located between Mercedes Street and the I-20 frontage road, (2) Benbrook Field Drive (abutting the south side of McDonalds), (3) an access drive between Benbrook Field Drive and the Albertson's (now CubeSmart's) parking lot, and (4) a traffic signal at Benbrook Field Drive and Benbrook Boulevard. The same agreement also requires a yet to be completed access drive between Mercedes Street and the Walmart parking lot.

Due to changing development plans, the city no longer desires to construct the 24-foot wide access drive between Mercedes Street and the Walmart parking lot. The required access drive is now an impediment to the currently planned redevelopment. BBT Crossing, LTD has agreed to waive this requirement in exchange for the city covering the design and construction costs associated with the previous oversizing of an off-site drainage system that benefited Mr. Bowen's future drainage needs to develop a portion of a vacant tract of land located south of CubeSmart, north of Mercedes Street and west of Benbrook Boulevard.

The cost to design and construct the access drive between Mercedes Street and the Walmart parking lot is estimated to be approximately \$70,000. The design and construction cost of the oversizing of the off-site storm drainage system was \$42,210. The EDC will likely reimburse the TIF for this already incurred cost.

Chapter 380 of the Texas Local Government Code authorizes the grant of public funds to promote economic development to stimulate business and commercial activity in the city.

Motion by Mr. Wilson, seconded by Mr. Phillips to approve the 380 Economic Development Agreement between the City of Benbrook and BBT Crossing, LTD and further authorize Andy Wayman, City Manager, to execute said agreement on behalf of the City.

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.

**V. REPORTS FROM CITY MANAGER**

**A. GENERAL**

**G-2466 Accept Finance Report for period ending April 30, 2020**

Rick Overgaard gave the following report: General Fund revenues for the month of April were \$646,091. Major revenues collected for the month include Property taxes of \$103,332, Franchise taxes of \$60,597, Fines and Forfeitures of \$18,618, Charges for Services of \$49,081, Other Agency of \$80,063, and Permits of \$19,686. Sales tax collected and recognized as revenue in April was \$304,877. Fiscal year to date sales tax is 21.78% greater than last year. General Fund revenues collected through the end of April were \$17,307,394 and 82.1% of the budget.

General Fund expenditures for the month of April were \$1,742,327. Fiscal year to date expenditures were \$11,437,582 and 54.4% of the adopted budget.

Total General Fund revenues of \$17,307,394 were greater than General Fund expenditures of \$11,437,582 by \$5,869,812.

Debt Service revenues for the month of April totaled \$3,629 and were all from property tax. Fiscal year to date revenues total \$1,534,576. There were no expenditures in April. The next debt services payments will be made the end of July. Total revenues of \$1,534,576 exceeded total expenditures of \$1,497,770 by \$36,806.

EDC revenues as of April 30, 2020, were \$1,065,536. EDC expenditures through the end of April were \$601,683. Total revenues exceeded total expenditures by \$463,853.

Total revenues received through April 30, 2020 were \$1,992,478 from stormwater utility fees, mineral lease revenue, TIF payment, and interest earnings. Total expenditures for the Capital Projects Fund were \$2,520,730 through the end of April. April expenditures included the following projects: Vista Way Two Way Conversion and Clearfork Emergency Access Bridge. Total expenditures exceeded total revenues by \$528,252. 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 April 30, 2020, the City had \$22,427,743 invested at varying interest rates; the EDC had \$4,969,795 available.

Motion by Ms. Franklin, seconded by Dr. Marshall to accept the finance report for the period ending April 30, 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.

## **B. PURCHASE**

### **P-283 Purchase 2020 Spartan Gladiator Chassis Ladder Truck**

Tommy Davis gave the following report: The Fire Department's 1999 ladder fire truck is nearing the end of its life cycle and is scheduled for replacement in the Capital Improvements Program (CIP).

The North Central Texas Council of Governments (NCTCOG) awarded Benbrook the 2019 Clean Fleets grant to replace the aging ladder truck with a new ladder truck that complies with current EPA standards. The grant will pay for 25% of the cost of the 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 taking delivery of the new ladder truck in FY 2020-21. The truck will be funded through the Capital Asset Replacement Fund.

As with other major purchases, Staff utilized the 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 2020 Spartan Gladiator Chassis ladder truck.

The purchase price of the ladder truck from Sourcewell is \$1,293,755 and includes the Sourcewell administrative fee of \$2,000. Once the City takes delivery of the ladder truck, Staff will request the 25% reimbursement from NCTCOG, making the final purchase price \$970,317.

Motion by Mr. Wilson, seconded by Ms. Franklin, to approve the purchase of a 2020 Spartan Gladiator chassis ladder fire truck through the Sourcewell Cooperative Purchasing Program at a low bid cost of \$1,293,755. The purchase will be from the Capital Asset Replacement Fund and is payable upon delivery in FY 2020-21.

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.

**VI. INFORMAL CITIZEN COMMENTS**

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

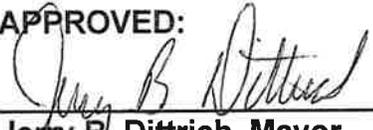
**VII. COUNCIL MEMBER AND STAFF COMMENTS**

Jim Hinderaker gave report on COVID-19.

**VIII. ADJOURNMENT**

Meeting adjourned at 8:05 p.m.

APPROVED:

  
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Jerry B. Dittrich, Mayor

ATTEST:

  
\_\_\_\_\_  
Joanna King, City Secretary