

**AGENDA
BENBROOK CITY COUNCIL
THURSDAY, JANUARY 18, 2018
911 WINSOTT ROAD, BENBROOK, TEXAS
PRE-COUNCIL WORKSESSION 7:15 P.M.
CENTRAL CONFERENCE ROOM**

1. Review and discuss agenda items for regular meeting

**REGULAR MEETING 7:30 P.M.
COUNCIL CHAMBERS
ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION**

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Invocation To Be Given By Pastor Todd Pylant Of First Baptist Church Of Benbrook

III. MINUTES

1. Approve Minutes Of The Regular Meeting Held January 4, 2018

Documents:

[CC MINUTES-01-04-18.PDF](#)

IV. REPORTS FROM CITY MANAGER

A. GENERAL

G-2334 Accept Finance Report For Period Ending December 31, 2017

Documents:

[G-2334 FINANCE REPORT DECEMBER 2017.PDF](#)
[G-2334 REVENUE CHART.PDF](#)
[G-2334 EXPENDITURE CHART.PDF](#)
[G-2334 SALES TAX COMPARISON.PDF](#)

V. INFORMAL CITIZEN COMMENTS

State Law Prohibits Any Deliberation Of Or Decisions Regarding Items Presented In Informal Citizen Comments. City Council May Only Make A Statement Of Specific Information Given In Response To The Inquiry; Recite An Existing Policy; Or Request Staff Place The Item On An Agenda For A Subsequent Meeting. The Exception To Informal Comments Is That Once An Election Date Has Been Set By City Council Comments Relative To Elections Will Not Be Broadcast On The City's Cable Channel. However, A Copy Of The Tape Containing Citizens' Comments Will Be Available At City Hall For Review Or Purchase By Interested Citizens.

VI. COUNCIL MEMBER AND STAFF COMMENTS

Announcements From City Councilmembers And City Staff May Be Made For Items To Include: Expression Of Thanks; Congratulations; Condolence; Recognition Of Public Officials, Employees Or Citizens; Information Regarding Holiday Schedules; Reminders Of

Community Events Or Announcements Involving An Imminent Threat To The Public Health And Safety Of The Municipality That Has Arisen After The Posing Of The Agenda. No Discussion Or Formal Action May Be Taken On These Items At This Meeting.

VII. ADJOURNMENT

WORKSESSION

1. Update on current capital improvements projects



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, JANUARY 4, 2018**

The regular meeting of the Benbrook City Council was held on Thursday January 4, 2018 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich, Mayor
Renee Franklin
Larry Marshall
Jim Wilson
Mark Washburn
Ron Sauma

Also Present:

Andy Wayman, City Manager
Joanna King, City Secretary
Jim Hinderaker, Assistant City Manager
Sherri Newhouse, Finance Director
Hillary Cromer, EDC Management Analyst

Others Present:

Bill Smith
Michael Fowler, Boy Scout Troop 579
Garrett Johnson, Boy Scout Troop 579
and 2 other citizens

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Invocation given by Councilmember Mark Washburn.
The Pledge of Allegiance was recited.

III. MINUTES

1. Minutes of the regular meeting held December 7, 2017

Motion by Dr. Marshall, seconded by Mr. Sauma to approve the minutes of the regular meeting held December 21, 2017.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Wilson, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

IV. REPORTS FROM CITY MANAGER

A. GENERAL

G-2333 Accept finance report for period ending November 30, 2017

Sherri Newhouse gave the following report: General Fund revenues for the month of November were \$1,475,369. Property tax collections were \$824,563. Sales tax collected in October 2017 but received by the City and recognized as revenue in November 2017 was \$218,480 for the month. General Fund revenues collected through the end of November were \$1,506,408 or 8.61 percent of the budget.

October 2017 General Fund revenues were originally reported as totaling \$483,632; however, staff was advised by our Auditing Firm to make a series of year-end adjustments, this total decreased to \$31,039. After the staff report was posted to the City Council packet, staff was then notified that those adjustments were not necessary. The finance report for the period ending December 31, 2017 will be revised and show those corrections.

General Fund expenditures for the month of November were \$2,030,509. Expenditures through the end of November were \$2,807,776 or 14.94 percent of the adopted budget.

For the 2017-18 fiscal year-to-date, total General Fund expenditures of \$2,807,776 exceeded General Fund revenues of \$1,506,408 by \$1,301,368.

Debt Service revenues collected for the month of November 2017 totaled \$37,021; all revenue was from property taxes. There were no Debt Service expenditures for November.

EDC revenues as of November 30, 2017 were \$196,998. All revenue was from the EDC's portion of sales tax. EDC expenditures through the end November were \$79,167. Revenues for the year exceeded EDC expenditures by \$117,831.

Total revenues received through November 30, 2017 for the Capital Projects Fund were \$152,358 from Stormwater Utility fees and interest earnings. Total expenditures for the Capital Projects Fund were \$965,351. November expenses included the Sundown Drive Drainage project, Benbrook Field Drive project and Animal Shelter project. Total expenditures exceeded total revenues by \$812,993. 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 November 30, 2017, the City had \$20,810,879 invested at varying interest rates; the EDC had \$6,521,927 available.

Motion by Mr. Sauma, seconded by Ms. Franklin to accept the finance report for the period ending November 30, 2017.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Wilson, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

V. INFORMAL CITIZEN COMMENTS

VI. COUNCIL MEMBER AND STAFF COMMENTS

VIII. ADJOURNMENT

Meeting adjourned at 7:40 p.m.

APPROVED:

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 01/18/18	REFERENCE NUMBER: G-2334	SUBJECT: Accept finance report for period ending December 31, 2017	PAGE: 1 of 2
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GENERAL FUND

General Fund revenues for the month of December were \$3,610,057. Property tax collections were \$3,215,593. Sales tax collected in November 2017 but received by the City and recognized as revenue in December 2017 was \$168,272 for the month. A separate summary of sales tax revenue collections is provided for informational purposes. General Fund revenues collected through the end of December were \$5,418,439 or 30.96 percent of the budget.

General Fund expenditures for the month of December were \$1,019,679. Expenditures through the end of December were \$3,886,153 or 21.15 percent of the adopted budget.

For the 2017-18 fiscal year-to-date, total General Fund revenues of \$5,418,439 exceed General Fund expenditures of \$3,886,153 by \$1,532,286.

DEBT SERVICE

Debt Service revenues collected for the month of December 2017 totaled \$144,374; all revenue was from property taxes. There were no Debt Service expenditures for December. Total revenues for 2017-18 in the amount of \$144,374 exceed total expenditures by \$144,374.

EDC

EDC revenues as of December 31, 2017 were \$301,165. Revenue was from the EDC's portion of sales tax and interest on investments. EDC expenditures through the end December were \$134,669. EDC revenues for the year exceed EDC expenditures by \$166,496.

CAPITAL PROJECTS

Total revenues received through December 31, 2017 for the Capital Projects Fund were \$178,779 from Stormwater Utility fees and interest earnings. Total expenditures for the Capital Projects Fund were \$869,212 through the end of December 2017. December expenses were for the following projects: Sundown Road Drainage, Plantation West Drainage, Timberline Creek Drainage, Vista Way Sidewalk, and Animal Shelter. Total expenditures exceeded total revenues by \$690,433. 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.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY: CITY SECRETARY
CITY MANAGER		DATE:

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CASH & INVESTMENTS

On December 31, 2017, the City had \$20,810,879 invested at varying interest rates; the EDC had \$6,521,927 available.

RECOMMENDATION

Staff recommends that City Council accept the finance report for the period ending December 31, 2017.

