



**MINUTES
OF THE
MEETING OF THE BENBROOK
CITY COUNCIL THURSDAY,
AUGUST 16, 2018**

The regular meeting of the Benbrook City Council was held on Thursday August 16, 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
Rickie Allison
Jim Wilson
Mark Washburn
Ron Sauma

Also Present:

Andy Wayman, City Manager
Jim Hinderaker, Assistant City Manager
Joanna King, City Secretary
Sherri Newhouse, Finance Director
Bennett Howell, Public Services Director
James Mills, Police Chief
Tommy Davis, Fire Chief
Chelsea Nelson, City Planner
Amanda Valdez, Management Analyst

Others Present:

Rick Overgaard, Finance Director
Patrick Marx, Police Commander
Bill Smith
Trey Rozelle
Charles Boswell
Barbara Higbee
and 2 other citizens

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. MINUTES

1. Minutes of the regular meeting held August 2, 2018

Motion by Ms. Franklin, seconded by Dr. Marshall to approve the minutes of the regular meeting held August 2, 2018.

Vote on the Motion:

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

Noes: None

Abstain: Mr. Wilson and Mr. Sauma

Motion carries 5-0-2.

IV. PROCLAMATION/AWARD/RECOGNITION

1. Receive Community Rating System Plaque from FEMA

Trey Rozelle, Federal Emergency Management Agency (FEMA) FM&L Specialist presented City Council with a plaque welcoming the City into the National Flood Insurance Program Community Rating System Program.

2. Proclamation – Hunger Action Month

Mayor Dittrich presented a Proclamation to Charles Boswell of Tarrant Area Food Bank designation September as Hunger Action Month.

V. REPORTS FROM CITY MANAGER

A. GENERAL

G-2363 Conduct 1st Public Hearing to consider adoption of an ordinance continuing curfew for minors

James Mills gave the following report: In July 1994, the City of Benbrook enacted a curfew ordinance to restrict the hours an individual under the age of seventeen can be in a public place. The restricted hours are from 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday, or Thursday until 6:00 a.m. of the following day and 12:01 a.m. until 6:00 a.m. on any Saturday or Sunday. State law requires a

review of municipal curfew ordinances every three years to determine if the ordinance should be abolished, continued, or modified. State Law further requires a review of the ordinance's effects on the community and on problems the ordinance was intended to remedy. The Local Government Code stipulates that the City Council shall conduct public hearings on the need to continue the ordinance.

Consideration of the curfew ordinance is two phased and includes (1) the August 16, 2018, public hearing and (2) an additional public hearing followed by formal City Council consideration (at the September 6, 2018, City Council meeting).

The Benbrook Police Department believes that the curfew ordinance has assisted the department in late night crime prevention.

Benbrook police officers have issued the following citations for curfew violations in the past three years:

2016	45
2017	56
2018	50 (year-to-date)

During the same period of time, minors have been arrested for committing the following number of crimes during the hours of curfew:

2016	18
2017	16
2018	19 (year-to-date)

Bedford, Burleson, Crowley, Euless, Everman, Forest Hill, Fort Worth, Hurst, Kennedale, North Richland Hills, Saginaw, Southlake, Watauga, and White Settlement have enacted curfew ordinances. These Tarrant County Cities are either in close proximity to or are similar in size to the City of Benbrook.

Arlington, Grapevine, Keller, and Mansfield are also in close proximity or similar in size to the City of Benbrook. These cities have not enacted a curfew ordinance.

Mayor Dittrich opened the public hearing at 7:45 p.m. No one spoke to the item. Mayor Dittrich closed the public hearing at 7:45 p.m.

G-2364 Approve agreement for County-Wide Fire and EMS Mutual Aid

Tommy Davis gave the following report: In 2004, Benbrook entered into an Interlocal Agreement for Fire and Emergency Medical Services Mutual Aid with other Tarrant County municipalities. Recently, the Tarrant County Fire Chiefs Association reviewed the agreement and made several minor updates.

The three primary changes are as follows:

1. Each entity has the option to leave an incident scene if there is a conflict related to a requested task.
2. The agreement is for up to 12 hours of mutual aid assistance. After that, the requesting entity is liable for reimbursement of resources.
3. Renamed "Local Governments" to "Local Entities". The change allows rural volunteer fire departments to join the interlocal agreement.

Numerous City Attorneys have reviewed and approved the amended agreement. Jurisdictions that have formally approved the amended agreement are as follows:

Blue Mound, Grapevine, Keller, Richland Hills, Samson Park, Saginaw, Lake Worth, Watauga, Westlake, and Lockheed Martin

Other Tarrant County municipalities are in the formal approval process.

Motion by Mr. Washburn, seconded by Mr. Wilson to approve the Tarrant County Fire Chiefs Association proposed Interlocal Agreement for Mutual Aid for Fire Protection and Emergency Medical Services.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

G-2365 Approve agreement for EMS Protection Services with MedStar Ambulance Services

Tommy Davis gave the following report: Due to population growth in Benbrook and Southwest Tarrant County, emergency medical services (EMS) response call volumes continue to increase. In addition, bariatric patient transports have become more common due to the national rise in obesity. Finally, general population growth heightens the possibility of a large scale incident requiring multiple simultaneous EMS transports.

The proposed mutual aid agreement between MedStar and the City of Benbrook helps address these emerging issues by leveraging the response capabilities of both participating entities. The proposed agreement allows Benbrook to utilize MedStar's bariatric unit for large patients that pose a loading problem for Benbrook's ambulances. In addition, the agreement provides access to the MedStar Ambus in the event of large scale incident. The Ambus can provide

patient care and transport up to 22 patients at a time. The agreement also ensures a MedStar EMS response should all four Benbrook ambulances be unavailable due to other Benbrook EMS responses. Finally, MedStar can utilize Benbrook EMS should an incident occur that requires a multiagency response. Unifying local participation is particularly important during a natural disaster or other major catastrophe.

The term of the agreement is for one year, with automatic annual contract renewal with the mutual consent of both parties. There is no cost to participate. Each entity is responsible for all matters of loss, property damage, personal injury, or death related to its services.

Motion by Dr. Marshall, seconded by Mr. Sauma to approve the mutual aid agreement for EMS protection services with MedStar Ambulance Service.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

B. CONTRACT

C-317 Award Construction Contract for Vista Way Extension Project

Bennett Howell gave the following report: The design of the extension of Vista Way from Mercedes Street to the IH-20 Service Road began in April, 2016. The project includes extending the roadway, sidewalks, water, sanitary sewer and storm drains. The City is coordinating with the adjacent developer to ensure the street design and utilities accommodate the developer's future projects.

Jackson Construction submitted the low bid of \$2,334,233. Staff has previously utilized Jackson Construction with positive results. In addition, all references gave Jackson Construction a good recommendation.

The Tax Increment Finance District will fund the project.

Motion by Mr. Wilson, seconded by Mr. Allison to award the construction contract to Jackson Construction for the Vista Way Extension Project in the amount of \$2,334,233 to be funded from the Tax Increment Finance District.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

VI. OTHER MATTERS OF BUSINESS

1. Conduct 1st Public Hearing on 2018 Property Tax Rate

Sherri Newhouse gave the following report: The City of Benbrook's property tax rate is allocated between the General Fund and the Debt Service Fund. The current property tax rate for the General Fund is \$0.6125 per \$100 valuation. The current property tax rate for the Debt Service Fund is \$0.0275. The total property tax rate is currently \$0.6400 per \$100 valuation. The 2018-19 Proposed Budget is based on a property tax rate of \$0.6400 per \$100 valuation. The General Fund rate is proposed to decrease by \$0.005 from \$0.6125 to \$0.6075. The Debt Service Fund rate will increase at \$0.0325.

The Tarrant Appraisal District provided the City with certified appraisal rolls. At the August 2, 2018 City Council meeting, the Finance Director presented the certified appraisal roll. Council accepted the certified appraisal roll, set the anticipated property tax rate at \$0.6400, and appointed the Finance Director to calculate and to publish the effective tax rate (ETR) and the rollback tax rate (RTR). At the Budget work session held immediately after the City Council meeting, the Council approved maintaining the property tax rate at the current rate of \$0.6400.

With assistance from the Tarrant County Tax Assessor-Collector, the Finance Director calculated the effective tax rate and the rollback tax rate. The effective tax rate of \$0.619189 less than the proposed property tax rate of \$0.6400. The rollback rate of \$.72608 is over the proposed tax rate of \$0.6400. These property tax rates were published in the *Fort Worth Star Telegram* along with notice of the two public hearings on the proposed property tax rate.

The certified appraised values for 2018 within Benbrook increased by 8.64 percent over the 2017 values. The total taxable value increased by 9.50 percent. New construction contributed \$74,547,363 to the appraisal rolls. Each one cent of property tax generates \$208,867 in revenue.

Mayor Dittrich opened the public hearing on the 2018 Property Tax Rate at 8:01 p.m. No one spoke to the item. Mayor Dittrich closed the public hearing at 8:01 p.m.

2. Conduct 1st Public Hearing on 2018-2019 Proposed Budget

Sherri Newhouse gave the following report: The Proposed Budget, as approved by the Council through the adoption of an ordinance, is comprised of the Operating Funds – the General Fund and the Debt Service Fund. These two funds are financed primarily through property tax revenue.

The City of Benbrook's budget process began in May 2018 with development of departmental budget requests. Department requests consist of the base budget and decision packages. The base budget includes funds to cover current operating costs, staffing levels, and expenses. Decision packages are for new programs, positions, equipment, and vehicles. The City Manager reviews the department requests and develops a proposed budget. The City Council is consulted, during a work session open to the public, for any budget requests and changes to current operations. After the certified appraisal roll is provided by the Tarrant Appraisal District in July, staff is able to finalize revenue projections and complete a proposed budget document for review by the City Council. The 2018-19 Proposed Budget was presented to Council at a work session on August 2, 2018.

The 2018-19 Proposed Budget is based on General Fund revenues of \$20,133,765 and Debt Service Fund revenues of \$686,793. Total Operating Fund revenues are \$20,820,558.

The 2018-19 Proposed Budget is based on General Fund expenditures of \$19,334,179 and Debt Service Fund expenditures of \$973,740. Total Operating Fund expenditures are \$20,307,919.

The 2018-19 Proposed Budget includes the following transfers and special uses of funds:

- Transfer from General Fund reserves to Capital Asset Replacement Fund of \$250,000 to stockpile funds for replacement of a fire engine in the future
- Transfer of \$500,000 in General Fund reserves to Capital Projects Fund for the emergency access bridge
- Use of \$920,000 in unrestricted General Fund reserves for replacement of the fire communications system
- Transfer of \$100,000 from Road Damage Fund to General Fund
- Transfer from Storm Water Utility Fund to Debt Service Fund of \$504,744.

The base budget includes continuation of current services, programs, and staffing levels; step increases for eligible full-time employees; funds to cover an up-to 7.50 percent increase in employee health, dental, and life insurance premiums; decrease in City's contribution rate for retirement effective January 1, 2019; replacement of police-package sport utility vehicles for Police Department;

replacement of computers, peripherals, and software as scheduled; and additional funds for operation of the new animal shelter.

Decision packages approved for funding in the 2018-19 Proposed Budget include:

- Three full-time Fire Fighter/EMT positions with a scheduled hire date of January 1, 2019
- Replacement and upgrade of communications system for Fire Department
- Elimination of 3.75 part-time Fire Fighter positions
- Replacement of five light bars for Police patrol vehicles
- Contracting of school crossing guards program
- Project accounting module for financial management system
- Replacement of one traffic signal cabinet
- Phase one of street sign replacement project
- Expansion of street overlay program
- Additional funds for street repairs and reconstruction
- Replacement of electrical breakers for ball fields operated by Parks Department
- Replacement of trash receptacles in City parks
- Two and one-half percent cost-of-living adjustment for full-time employees

The 2018-19 Proposed Budget includes increased funding for the Capital Asset Replacement Fund; funding of \$250,000 from General Fund reserves. Funds are reserved for replacement of a fire engine. Funds are included in the Facilities Fund to replace the jail door operations system. Funds are available in the Storm Water Utility Fund to replace a street sweeper. Funds are also available in other accounts to procure a tack trailer and jack hammer for the Street Department's bobcat. Funds are available to add shelters in three of the City's parks.

The 2018-19 Proposed Budget for the Debt Service Fund is based on increasing the property tax portion from the current rate of \$0.0275 to \$0.0325. Funding includes:

- Payment of principal and interest for general obligation bonds for three issues
- Transfer of \$504,744 from Storm Water Drainage Fund for general obligation bonds issued prior to establishment of Storm Water Fund
- Addition of funds to Debt Service Fund reserves

Mayor Dittrich opened the public hearing on the 2018-2019 proposed budget at 8:10 p.m. No one spoke to the item. Mayor Dittrich closed the public hearing at 8:11 p.m.

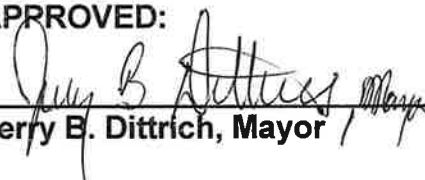
VII. INFORMAL CITIZEN COMMENTS

VIII. COUNCIL MEMBER AND STAFF COMMENTS

IX. ADJOURNMENT

Meeting adjourned at 8:12 p.m.

APPROVED:



Jerry E. Dittrich, Mayor

ATTEST:



Joanna King, City Secretary