

**MINUTES
OF THE MEETING OF THE
CITY OF BENBROOK
PLANNING & ZONING COMMISSION
THURSDAY, JANUARY 10, 2008**

The regular monthly meeting of the Planning & Zoning Commission of the City of Benbrook was held on Thursday, January 10, 2008, at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following members present:

Bret Early
Alfredo Valverde
David Ramsey
Dian Price
Joe Hughes
Sanjiv Shah
Larry Marshall

Also Present:

Dave Gattis, Deputy City Manager
Ed Gallagher, City Planner
Sue Clark, Recording Secretary
Bob Rowley, City Engineer
Jerry Dittrich, Mayor
James Wilson, Commission Appointee
Brandon Weaver, Commission Appointee

I. CALL TO ORDER

Chairman Early called the meeting to order at 7:30 p.m.

II. CONSIDERATION OF MINUTES

Regular Meeting – October 10, 2007

Motion by Dr. Marshall to approve the minutes of the October 10, 2007 regular meeting of the Planning and Zoning Commission as presented. Second by Mr. Shah. The Chair called the question.

Vote on the Motion:

Ayes: Ms. Price, Mr. Early, Mr. Hughes, Dr. Marshall, and Mr. Shah

Noes: None

Abstain: Mr. Valverde and Mr. Ramsey

Motion carried 5 – 0 – 2

III. OATH OF OFFICE

Mayor Dittrich administered the oath of office for David Ramsey, Place 1, Brandon Weaver, Place 2, Alfredo Valverde, Place 3, Sanjiv Shah, Place 5, and James Wilson, Place 9.

Mr. Early relinquished the Chair to Vice-Chair Marshall, and Mr. Weaver and Mr. Wilson assumed Place 2 and Place 9.

IV. SELECTION OF CHAIR AND VICE-CHAIR

Nomination by Mr. Shah of Dr. Marshall to serve as Chair. Second of nomination by Mr. Ramsey. No additional nominations.

Vote on the nomination:

Ayes: Mr. Valverde, Mr. Hughes, Mr. Ramsey, Dr. Marshall, Ms. Price, Mr. Weaver, Mr. Shah, and Mr. Wilson

Noes: None

Nomination approved 8 – 0

Nomination by Mr. Hughes of Mr. Valverde to serve as Vice-Chair. Second of nomination by Mr. Shah. No additional nominations.

Vote on the nomination:

Ayes: Mr. Valverde, Mr. Hughes, Mr. Ramsey, Dr. Marshall, Ms. Price, Mr. Weaver, Mr. Shah, and Mr. Wilson

Noes: None

Nomination approved 8 – 0

V. REPORTS OF CITY STAFF

A. COMPREHENSIVE PLAN AMENDMENTS

CP – 08 – 01 Consider update of Section 17 – Capital Improvements of the Comprehensive Plan (PUBLIC HEARING)

Chairman Marshall introduced the item and asked for a report from Staff.

Dave Gattis said the Capital Improvements Plan (CIP) identifies capital projects to be built by the City. CIP projects typically include street reconstruction, drainage projects, and community facilities such as parks and city buildings.

Mr. Gattis said the CIP typically looks at three time horizons; one-year, five years, and ten years. Section 17, Capital Improvements of the Comprehensive Plan is summarized in the annual budget and is required to be updated annually by the City Charter.

The population projections have been revised to include the 2005 and 2007 population estimates from the North Central Texas Council of Government (NCTCOG). The 2010 and 2015 population projections are also from the NCTCOG that are used by the City.

<u>Year</u>	<u>Population</u>
2000	20,208
2005	21,305
2007	22,850
2010	23,500
2015	28,134

Other changes and updates include the financial status of projects (Table 17.2) updated through September 30, 2007, the end of fiscal year. The update of bonding capacity (Table 17.3) uses a ten percent of revenue cap target, which results in the ability to sell an additional \$3 million in new bonds by 2012 and maintain cap, or \$980,500 using pay-as-you-go.

Mr. Gattis said that Community Facilities costs (Table 17.7) have been revised to 2007 dollars using the Engineering News Record Building Cost Index. The Street Inventory (Table 17-A) has been revised to include new traffic counts, removed streets that are maintained by the Texas Department of Transportation (TXDOT), added new streets that were built last year, and revised replacement cost estimates.

Mr. Gattis said that drainage costs have been revised to 2006 dollars using revised unit costs and information has been added about the storm water utility fund that was started October 1, 2007. He said that \$100,000 of the fund is allocated for small CIP projects and the remainder goes to pay existing debt service.

Mr. Gattis said the five-year CIP projects include two ongoing projects that remain from previous bond elections. One is the Plantation West Creek project which is a drainage channel being built in North Benbrook and a small Willow Bend Channel that has been completed. Mr. Gattis said the Plantation East Creek Channel is scheduled to begin construction soon. There are no new programmed projects so the Council may want to appoint a bond committee to look at how the City could use the issuance of \$3 million in bonds.

Staff recommends that the Planning and Zoning Commission recommend that the City Council adopt the revised Section 17 – Capital Improvements as part of the Comprehensive Plan.

Following discussion between Staff and the Commission, the Chair opened the public hearing at 8:05 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 8:06 p.m. and asked for any comments, questions, or a motion from the Commission. Ms. Price left the meeting at 8:07 p.m.

Commission members and Staff discussed current projects and projects recommended in

the CIP. Mr. Shah said he would like for the Commission to make specific project recommendations to the City Council. Mr. Gattis said the projects listed in the report are sorted by priority but it is Council's ultimate responsibility to make that proposal. The Commission also discussed ways that the report could be formatted to better understand the changes made each year.

Motion by Mr. Shah that the item be continued and for Staff to revise the draft of Section 17 – Capital Improvements of the Comprehensive Plan to include a summary of the rationale used where major changes are made to numbers in the tables. Second by Mr. Valverde. Discussion followed on how Staff would accomplish the formatting of the report. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Valverde, Mr. Hughes, Mr. Ramsey, Dr. Marshall, and Mr. Shah

Noes: Mr. Weaver and Mr. Wilson

Motion carried 5 – 2

B. ZONING

None

C. SUBDIVISION PLATS

None

D. PD SITE PLANS

None

E. GENERAL

None

VI. PRESENTATIONS BY PLANNING AND ZONING COMMISSION MEMBERS

None

VII. CITIZEN PRESENTATIONS

None

VIII. ADJOURNMENT

The Chair noted there were no additional matters of business on the regular Commission agenda and declared the Commission regular meeting adjourned at 8:26 p.m.

APPROVED: Feb 14 2008

/S/ Larry Marshall Chair