



Duncanville City Council Meeting Agenda

Videoconference via ZOOM

Duncanville City Hall
203 E. Wheatland Road
Duncanville, TX 75116
(972) 780-5017

Tuesday, February 2, 2021

6:00 P.M. - Work Session/Briefing

7:00 P.M. - Regular Session

or immediately following the 6:00 pm Work Session/Briefing

City of Duncanville City Council meetings are available to all persons regardless of disability. The City of Duncanville offers Hearing Assistance Receivers for use during City Council Regular Sessions. If you require special assistance, please contact the City Secretary at (972)780-5017 or write 203 E. Wheatland Road, 75116, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

The City of Duncanville reserves the right to reconvene, recess or align the Regular Session or called Executive Session or order of business at any time prior to adjournment.

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting by video conference at 6:00 pm on Tuesday, February 2, 2021, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by video conference. There will be no public access to a physical location.

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, February 2, 2021, email citysecretary@duncanville.com and title the email “Public Comment – February 2nd”. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments. Feel free to email your comment to the City Secretary for the Mayor to read into the record for any unexpected technological issues that may arise.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_qw2zMhLtTUa6eEYEJlu_uq

After registering, you will receive a confirmation email containing information about joining the webinar.

A recording of the video meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

WORK SESSION / BRIEFING

Citizen comments will not be heard during the Work Session/Briefing but will be heard during the Regular Session.

1. DISCUSS AGENDA ITEMS

2. BRIEFINGS / PRESENTATIONS

- A. Receive a presentation discussing the status of the Advanced Metering Infrastructure (AMI) program plan.

5 - 6

[Advanced Metering Infrastructure \(AMI\)](#)

EXECUTIVE SESSION

1. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to seek legal advice from the City Attorney concerning pending or contemplated litigation regarding:

- City of Duncanville v. Valdez; property located at 315 Blossom.

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. or immediately following the 6:00 pm Work Session/Briefing)

CALL TO ORDER

INVOCATION

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

- A. Mayor's Report.
B. Councilmembers' Reports
C. City Manager's Report.

2. PROCLAMATIONS AND PRESENTATIONS

- A. A Proclamation recognizing February 2021 as Black History Month.

7 - 8

[Recognizing February as Black History Month](#)

3. CITIZENS' INPUT

"Pursuant to Section 551.007 of the Texas Gov't Code, any member of the public has the opportunity to address the City Council concerning any matter of public business or any posted agenda item; however, the Act prohibits the City Council from deliberating any issues not on the public agenda and such non-agenda issues may be referred to City staff for research and any future action; all persons addressing are subject to council adopted rules and limitations permitted by law"

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, February 2, 2021, email citysecretary@duncanville.com and title the email "Public Comment –

February 2nd. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments. Feel free to email your comment to the City Secretary for the Mayor to read into the record for any unexpected technological issues that may arise.

The City Secretary will still set a two-minute time limit on the comments as they are read.

4. **CONSENT AGENDA**

The following may be acted upon in one motion. A City Councilmember may request items be removed from the Consent Agenda for individual consideration.

- A. Consider the Minutes for the January 11, 2021 Joint Meeting w/Planning and Zoning Commission and the January 19, 2021 City Council Regular Meeting. 9 - 18
[2021-01-11 - Joint Meeting Minutes - Planning and Zoning - UNAPPROVED](#)
[2021-01-19 - City Council - 19 Jan 2021 - UNAPPROVED](#)
- B. Consider a Resolution appointing Election Judges for the City of Duncanville in Dallas County for the May 1, 2021 General Election; and authorizing the City Secretary to approve on behalf of the City of Duncanville any changes in the list of recommended election judges which may become necessary because of the inability to serve of any of the persons named in Exhibit "A". 19 - 23
[Appointing Election Judges](#)
- C. Consider a Resolution authorizing the application to the North Central Texas Council of Governments and FY21 Homeland Security Grant–State Homeland Security Program (SHSP) for the purchase of a thermal imaging device that will be used for and in support of the Police Department’s Special Operations Unit with a total grant value of \$5,000.00. 24 - 27
[SHSP Thermal Imaging Device](#)

5. **ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consider an Ordinance amending Chapter 13 ‘Peddlers, Solicitors and Itinerant Vendors’, Section 13-1 ‘Permit Required’ by adding new Subsection (D), by amending Section 13-1A “Regulation of Peddlers, Solicitors, and Itinerant Vendors” by amending Subsections (A) and (B); by amending Section 13-7 ‘Permit to be Carried / No Solicitation’; and amending Section 13-8 ‘Hours’; providing a repealing clause; providing a severability clause, providing a savings clause; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00); and providing for an effective date. 28 - 33
[Amending Chapter 13, Peddlers, Solicitors and Itinerant Vendors Ordinance](#)
- B. Consider amending Ordinance No. 2390 adopting the Master Fee Schedule for Fiscal Year 2020-2021, by amending said Master Fee Schedule, to revise fees for Subparts for Planning/Building Inspections, 34 - 40

Section, Subparts 7, 27, 60 and 70-72 as set forth on the attached Exhibit 'A'.

[Fiscal Year 20-21 Master Fee Schedule](#)

- C. Consider a Resolution confirming the Interim City Manager's appointment of Tracey Martin as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner John Marks as of October 31, 2020. 41 - 46

[Civil Service Appointment - Tracey Martin](#)

- D. Take any necessary action as a result of the Executive Session.

6. STAFF AND BOARD REPORTS

- A. Receive the Monthly Financial Report as of December 31, 2020 47 - 67

[Monthly Financial Report](#)

- B. Receive the Fieldhouse Quarterly Report.

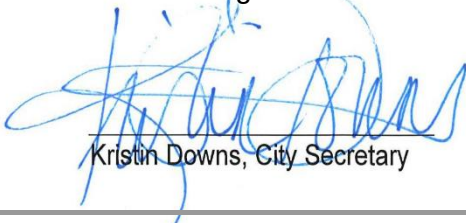
[Quarterly Report](#)

- C. Receive the Parks & Recreation Quarterly Report.

[Quarterly Report](#)

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Duncanville City Hall, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanville.com and said Notice was posted on the following date and time: **Friday, January 29, 2021 at 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.



Kristin Downs, City Secretary

PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS MEETING ROOM WITH A HANDGUN THAT IS CARRIED OPENLY.

DE CONFORMIDAD CON LA SECCIÓN 30.07 DEL CÓDIGO PENAL (PREVARICACIÓN POR LICENCIATARIO CON UNA ARMA DE MANO LLEVADA ABIERTAMENTE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411, CÓDIGO DE GOBIERNO (LEY DE LICENCIAS PARA PORTAR ARMAS), NO PUEDEN ENTRAR A LA SALA DE REUNIONES CON UNA ARMA DE MANO QUE SE PRACTICA ABIERTAMENTE.

"PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY HOLDER OF LICENSE TO CARRY A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUB-CHAPTER H, CHAPTER 411, GOVERNMENT CODE (CONCEALED HANDGUN LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN"

"DE ACUERDO CON LA SECCIÓN 30.06 DEL CÓDIGO PENAL (INGRESO SIN AUTORIZACIÓN DE UN PORTADOR DE UNA LICENCIA PARA LLEVAR UN ARMA CORTA OCULTA), UNA PERSONA CON LICENCIA SEGÚN EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DEL GOBIERNO (LEY PARA PORTAR ARMAS CORTAS OCULTAS), NO PUEDE INGRESAR A ESTA PROPIEDAD CON UN ARMA CORTA OCULTA"



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Receive a presentation discussing the status of the Advanced Metering Infrastructure (AMI) program plan.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 6. Become a “best-practices” organization
 - Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.

STAFF RESPONSIBLE:

Tracy R Beekman, Information Technology Director

Richard Summerlin, Finance Director

BACKGROUND/HISTORY:

Advanced Metering Infrastructure or AMI is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers. AMI will provide functions that were not possible or done manually, such as the ability to automatically and remotely measure water use, connect and disconnect service, and help with detection of leaks. The addition of smart meters will offer customers and the city a number of benefits such as:

- Timely water usage data
- Accurate billing
- Water revenue optimization
- Water leak detection
- Scalability
- Pin-point accuracy

Beginning with fiscal year 2017, the City has held funding in reserve for this project. In FY17, 1.5 million was placed in reserve and an additional 3.5 million was placed in reserve in FY20. During the March 17, 2020 City Council briefing, City Council received a presentation on the AMI program with an estimated timeline and the steps involved in that timeline. During the subsequent City Council meeting held April 7, 2020, City Council approved the purchase of Tyler Technologies Utility Billing Customer Information Suite (UBCIS) module to our current Electronic Resources Planning (ERP) software to the overall AMI project. At the August 18, 2020 regular Council meeting, Council received a preliminary utility audit resulting in a partnership with Performance Services Inc. to perform an Investment Grade Audit (IGA) to further define existing conditions, firm up and calculate guaranteed water savings, and finalize pricing, project economics and measurement, and verification planning.

This item will present the results of the IGA introducing verified savings, chosen water meter vendor, and financing options for the implementation of AMI in the City.

POLICY EXPLANATION:

The purpose of this item is to present information on the investment grade audit performed by Performance Services Inc. as part of the Automated Metering Infrastructure (AMI) program overall project.

FUNDING SOURCE:

Utility Fund

Contract Log #:

N/A

RECOMMENDATION:

N/A



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

A Proclamation recognizing February 2021 as Black History Month.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

In 1976, Black History Month was formally adopted to honor and affirm the importance of Black History throughout our American experience. The history of people of African heritage goes back thousands of years and includes some of the greatest, most advanced and innovative societies in the history of human existence. Black History Month is a time for all Americans to reflect on the rich history and teachings of African Americans whose contributions are vast and wide.

POLICY EXPLANATION:

There is no policy decision associated with this item.

FUNDING SOURCE:

There is no funding associated with this item.

Contract Log #:

N/A

RECOMMENDATION:

This item is a presentation only and no action is required.

ATTACHMENTS:

[Proclamation - Black History Month](#)

OFFICE OF THE MAYOR



Duncanville
City of Champions

Proclamation

WHEREAS, in 1976, Black History Month was formally adopted to honor and affirm the importance of Black History throughout our American experience; and

WHEREAS, the history of people of African heritage goes back thousands of years and includes some of the greatest, most advanced and innovative societies in the history of human existence; and

WHEREAS, African Americans have played a significant role in history, from the early days of the pioneers to our present day leaders in such industries as aerospace, finance, international trade, and government; and

WHEREAS, Black History Month is a time for all Americans to reflect on the rich history and teachings of African Americans whose contributions are vast and wide; and

WHEREAS, during Black History Month all Americans are encouraged to reflect on the rich history and teachings of African-Americans and bear witness to the progress, beauty, and achievements they have made throughout our region;

NOW, THEREFORE, I, Barry L. Gordon, Mayor of the City of Duncanville, Texas do hereby proclaim February as

BLACK HISTORY MONTH

in the City of Duncanville and urge all citizens to join me in celebrating the collective ingenuity, creativity, cultures, and traditions of African Americans and encourage everyone to participate in events honoring the contributions of Black Americans.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 2nd day of February, 2021.

Mayor, The City of Duncanville

Duncanville City Council Meeting Minutes
Joint Meeting with the Planning and Zoning Commission
Monday, January 11, 2021

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Special Meeting by video conference at 6:00 pm on Monday, January 11 2021, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by video conference. There will be no public access to a physical location.

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Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_e0FaKp6RT12UMGV-Y4OFLA

After registering, you will receive a confirmation email containing information about joining the webinar. The registration email will provide you with a telephone number to call in if needed.

A recording of the video meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

1. CALL TO ORDER

A joint meeting of the Duncanville City Council and the Planning and Zoning Commission was called to order for City Council by Mayor Barry L. Gordon and for the Planning and Zoning Commission by Chair Gregory Zylka on Monday, November 9, 2020 at 6:00 p.m. via videoconference with a quorum to wit:

Barry L. Gordon	Mayor
Patrick Harvey	Councilmember At-Large – absent
Joe Veracruz	Councilmember
Don McBurnett	Mayor Pro Tem – absent
Monte Anderson	Councilmember
Mark D. Cooks	Councilmember
Johnette Jameson	Councilmember

and with a quorum of the Planning and Zoning Commission to wit:

Gregory Zylka	Chair
Betty Culbreath	Vice Chair
George Turner	Board Member
Eric Pena	Board Member
Jana McBroom	Board Member
Richard Shaw	Board Member
Elias Rodriguez	Board Member

2. RECEIVE PUBLIC COMMENTS (SEE ABOVE COMMENTS).

No comments.

3. ZONING ORDINANCE UPDATE WITH FREESE AND NICHOLS TO DISCUSS OPEN HOUSE AND SURVEY RESULTS.

Daniel Harrison with Freese and Nichols presented the item. Discussion took place on lighting and buildings materials.

4. DISCUSS IMPLEMENTATION CALENDAR.

City Council and the Planning and Zoning Commission concluded the Public Hearing would be a continuation of meeting dates separated by Chapters. Allowing the community to provide written comments before the Public Hearing meetings in order to address their needs and concerns.

The first Public Hearing will be held on February 8, 2021.

5. CITY COUNCIL WILL DELIBERATE THE FOLLOWING ITEMS, HOWEVER NO VOTE OR ACTION BY THE COUNCIL WILL BE TAKEN.

A. ZONING ORDINANCE UPDATE WORKSHOP WITH FREESE AND NICHOLS TO DISCUSS POSSIBLE REVISIONS TO:

- ARTICLE I GENERAL PROVISIONS
- ARTICLE II ZONING DISTRICTS
- ARTICLE III LAND USES
- ARTICLE IV DEVELOPMENT STANDARDS
- ARTICLE V DEVELOPMENT REVIEW BODIES
- ARTICLE VI ZONING PROCEDURES
- ARTICLE VII DEFINITIONS
- REVIEW COMPREHENSIVE PLAN STRATEGIES AND POSSIBLE ZONING ORDINANCE RESPONSES FOR OPPORTUNITY AREAS

6. ADJOURNMENT

The meeting was adjourned at 6:56 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, January 19, 2021

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, January 19, 2021, at 5:32 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL VIA VIDEO
CONFERENCING:

Councilmember At-Large Patrick Harvey
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

COUNCIL ABSENT:

Mayor Barry L. Gordon

STAFF VIA VIDEO
CONFERENCING:

IT Director Tracy Beekman
Purchasing Manager Sheila Baker
Assistant Public Works Director Jacqueline Culton
Public Works Director Bryan Greg Ramey
City Secretary Kristin Downs
Interim City Manager Paul Frederiksen
City Attorney Robert E. Hager

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting by video conference at 6:00 pm on Tuesday, December 15, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Pro Tem McBurnett read the item into record, and Interim City Manager Frederiksen reviewed each item. Item 4C - approving a Special Sewer Permit for 1411 South Cockrell Hill Road. Councilmember Jameson questioned why a special sewer permit was needed. Interim City Manager Frederiksen stated the City's Ordinance requires Commercial Business' to have Council approval to tap into the City's sanitary sewer system. Any property uses other than single-family residence within the city limits shall be required to install and tie into an organized sanitary sewage disposal system unless granted as special sewer permit.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. Discuss the Purchasing Initiative Underutilized Business Equity Presentation.

Item requested by Councilmember Cooks and Purchasing Manager Baker presented the item.

Diversity Vendor Policy & Mission

- The Policy seeks to reduce race and gender-based barriers and to foster participation by minority and women-owned businesses in contracting and procurement opportunities with the City of Duncanville ("City").
- The City shall include and involve Minority and Women-Owned Businesses (M/WBE), Small Business Enterprises (SBE), and Historically Underutilized Businesses (HUB) to the greatest extent feasible on the City's construction, procurement and professional services contracts.

Goals & Diversity Vendor Participation

- Increase participation of Diversity Vendors by providing equal opportunity for City construction, goods, services and professional service contracts.
- Maintain a listing for routine City professional services and distribute the lists among City departments for consideration of non-competitive, competitive informal and formal bids.
- Increase the number of those participating in qualifying City contracts and purchases.
- Conduct outreach functions to communicate contracting and procurement opportunities.
- Provide annual reports on contract awards, including total amounts in comparison to the previous participation report.
- Follow all procedures set forth in the Texas Local Government Code Chapter 252, and Duncanville Purchasing Policies and Procedures for fair procurement practices.
- Encourage general contractor and subcontractor relationships.

Incentives for Becoming Certified

- Gain exposure to the City of Duncanville purchasing opportunities, increasing business revenue.
- Additional privileges with their membership with the NCTRCA, which includes attendance at business trainings and seminars.
- Duncanville will be marketed to the Dallas-Fort Worth Metroplex as an economically viable place to do business, and as a City that is friendly to Diversity Vendor participation.

Councilmember Cooks would like to see the Duncanville Chamber of Commerce incorporated to help reach out to local businesses.

I.2.B. Discussion regarding Vacant County Building.

Item requested by Councilmember At-Large Harvey and Interim City Manager Frederiksen stated the City of Duncanville received the deed for the County building and the City is maintaining the property. Interim City Manager Frederiksen proposed having a discussion in the future on both the County Building and EON Building together.

Councilmember At-Large Harvey recommended an assessment and condition of both buildings and to engage a firm to determine the highest and best use of the buildings.

Councilmember Jameson stated Council should consider using one of the buildings for city staff to provide more room for employees.

Interim City Manager Frederiksen stated staff will look at an assessment on both buildings and examine the needs of space with staff.

I.2.C. Discussion regarding Parking on Oriole Boulevard.

Item requested by Councilmember Jameson and Chief Brown and Director of Public Works Ramey presented the item.

- City Ordinance 19-111 – Authority to prohibit parking on narrow streets

- Due to the part of Oriole Boulevard being adjacent to Deerchase Condominiums being > 30' in width, the city traffic engineer cannot unilaterally prohibit parking.
 - Therefore, authority to authorize the prohibition of parking falls to the City Council.
- Several complaints about parking and speeding in this area of Oriole Boulevard have been brought by a citizen who resides at the Deerchase Condominiums.

Chief Robert Brown, Public Works Director Greg Ramey, and Traffic Officer Ben Shipman met with the citizen recently to view and discuss the citizen's concerns.

- Suggestions
 - Have Deerchase HOA cut back hedges, trim tree branches and place a stop sign at the entry/exit.
 - Only other possibility - eliminate parking on Oriole if City Council authorizes to prohibit such.
- Prohibit parking on either side of Oriole Boulevard from East Camp Wisdom Road to Falling Leaves Drive.
- Some signs would need to be set, but would be minimal.
- Would also consider painting curb line with "No Parking" for a short distance from entry/exit of Deerchase Condominiums.

Councilmember Jameson spoke on the amount of traffic and cars parked along Oriole Boulevard; making it difficult for citizens to get into businesses and causing speeding issues. Councilmember Jameson suggested placing no parking signs or no parking between certain hours.

Councilmember Anderson stated he is in favor of street parking and would like Council to look into the future when it comes to the design of the City. Councilmember Anderson would like to have more public input.

Interim City Manager Frederiksen stated staff will bring a proposal for Council for the ingress and egress into Deer Chase providing line of sight to exit and enter safely and allow the opportunity for citizens to speak on.

I.2.D. Discussion on Trash Receptacles at main intersections in Duncanville.

Item requested by Councilmember Jameson and Interim City Manager Frederiksen presented the item. The cost of a receptacle is around \$500.00 however, that does not include the cost of upkeep. Councilmember Jameson would like a trial period to get people to start utilizing the trash receptacles.

I.2.E. Discussion on Vote Center reductions.

Mayor Pro Tem McBurnett and Councilmember Jameson requested the item and City Secretary Downs presented the item.

The November 3, 2020 Presidential/Joint Election total cost was \$998.79;

- 29 entities participated,
 - 45 Early Voting Locations.
 - 466 Election Day Vote Centers.
- Due to COVID-19, Elections Administrator Pippins-Poole provided a cut in the cost of election equipment.
- Voting Centers will reduce the overall cost however, the Dallas County Election staff will need to collect data over the next two years to determine voting patterns and voter needs.

The December 8, 2020 General Run-Off Election estimated cost was \$11,381.69

- Six (6) entities participated,
 - Twelve (12) Early Voting Locations.
 - Ninety-two (92) Election Day Vote Centers.

Vote Centers in the City of Duncanville:

VC#	LOCATION	Room	ADDRESS	ZIP
V3200	H BOB DANIEL SR INTERMEDIATE SCHOOL	RM 102	1007 SPRINGWOOD DR	75137
V3201	ALEXANDER ELEMENTARY SCHOOL	GYM, RM 807	510 SOFTWOOD DR	75137
V3202	DUNCANVILLE LIBRARY	MTG RM 1-3	201 JAMES COLLINS BLVD	75116
V3203	DUNCANVILLE'S FIRST BAPTIST CHURCH	F101	323 W WHEATLAND RD	75116
V3204	REED MIDDLE SCHOOL	AUDITORIUM, RM 600	530 E FREEMAN ST	75116
V3205	BRANDENBURG INTERMEDIATE SCH-DUISD	CHOIR RM, 501	1903 BLUERIDGE DR	75137
V3206	BYRD MIDDLE SCHOOL	GYM B	1040 W WHEATLAND RD	75116
V3207	ARISE CHURCH	SANCTUARY FOYER	201 W CENTER ST	75116
V3208	CENTRAL ELEM SCHOOL- DUISD	AUDITORIUM, RM 201	302 E FREEMAN ST	75116
V3209	DUNCANVILLE HS PERFORMANCE HALL	FOYER	900 W CAMP WISDOM RD	75116
V3211	FAIRMEADOWS ELEM SCHOOL	GYM, RM 701A	101 E FAIRMEADOWS DR	75116

City Attorney Hager stated the two-year study is to preclude any alleged voter suppression.

The City Secretary will discuss with Dallas County Elections on how to reduce the number of Vote Centers to the following: Byrd, Reed, Fairmeadows, and the Library.

Briefing Session was adjourned at 7:00 p.m.

II. **EXECUTIVE SESSION**

The Executive Session was called into session at 7:05 p.m. and City Attorney Hager read the item into record.

II.1 ***“City Council shall convene into closed executive session to seek legal advise from the City Attorney pursuant to Section 551.071 Tex Gov’t Code regarding the following litigation matters and/or potential claims:***

1. City of Duncanville v. Tommy Winn, Winn Properties filed in County Court at Law of Dallas County;
2. Involving an employee EEOC Claim.
3. Involving law enforcement, Duncanville Police Department and Dallas County Sheriff’s office. “

The Council closed the Executive Session at 7:29 p.m.

III. **REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M.)**

The City Council convened into Regular Session in the Council Chambers at 7:32 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Councilmember At-Large Harvey.

The Pledge of Allegiance and Texas Pledge were led by Mayor Pro Tem McBurnett.

Councilmember Jameson rejoined the meeting at 7:37 p.m.

III.1. **REPORTS**

III.1.A. **Mayor’s Report.**
None.

III.1.B. **Councilmembers’ Reports**
Councilmember Cooks encouraged everyone to attend:
Meet, Connect & Learn
Saturday, January 23, 2021
10:00 a.m. – 11:15 a.m.
via ZOOM

Councilmember Veracruz congratulated Duncanville ISD trustees on their successful coat drive.

Councilmember Jameson spoke on Martin Luther King Jr. and encouraged everyone to follow the practices he suggested.

Mayor Pro Tem McBurnett provided condolences to the family of John Thompson.

III.1.C. City Manager's Report.
None.

III.2. PROCLAMATIONS AND PRESENTATIONS

III.2.A. Video presentation of swearing in of Councilmember District 2 Don McBurnett.

III.2.B. Introduction of Joanna Fritz, Republic Services.
Robyn Mota introduced Joanna Fritz.

III.2.C. Proclamation recognizing Martin Luther King, Jr. Day, January 18, 2021.
Councilmember Cooks read the proclamation.

III.2.D. A proclamation recognizing the month of January as Firefighter Cancer Awareness Month.
Councilmember Veracruz read the proclamation.

III.3. CITIZENS' INPUT

"Pursuant to Section 551.007 of the Texas Gov't Code, any member of the public has the opportunity to address the City Council concerning any matter of public business or any posted agenda item; however, the Act prohibits the City Council from deliberating any issues not on the public agenda and such non-agenda issues may be referred to City staff for research and any future action; all persons addressing are subject to council adopted rules and limitations permitted by law"

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, January 19, 2021, email citysecretary@duncanville.com and title the email "Public Comment – January 19th. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments. Feel free to email your comment to the City Secretary for the Mayor to read into the record for any unexpected technological issues that may arise.

The City Secretary will still set a two-minute time limit on the comments as they are read.

Mayor Pro Tem McBurnett read the item into record.

Roger Sashington, 8740 Cedar Picket Drive, Dallas – spoke on the traffic signal at Clark Road and Summit Park Dr.

Jeremy Koontz – spoke on Armstrong Park.

Patricia Ebert – provided a written comment on the Dallas Morning News article regarding EON.

III.4. CONSENT AGENDA

Mayor Pro Tem McBurnett requested that City Secretary Kristin Downs read the Consent Agenda Items.

III.4.A. Consider the Minutes for the:

- **November 3rd City Council Regular Meeting**
- **November 5th, 6th, and 7th City Council Special Meeting**
- **November 9th Joint Meeting with the Planning & Zoning Commission**
- **November 17th City Council Regular Meeting**
- **November 20th, 21st, and 24th City Council Special Meeting**
- **December 1st City Council Regular Meeting**

- *December 7th City Council Special Meeting*
- *December 14th Joint Meeting with the DCEDC Board*
- *December 15th City Council Regular Meeting*

- III.4.B. *Consider a Resolution ordering a Joint Election to be held in the City of Duncanville on Saturday, May 1, 2021, for the purpose of electing a Councilmember At-Large for a two (2) year term, one Councilmember from District 1 for a two (2) year term, one Councilmember from District 3 for a two (2) year term and one Councilmember from District 5 for a two (2) year term.*
- III.4.C. *Consider a Resolution approving a Special Sewer Permit for 1411 South Cockrell Hill Road.*
- III.4.D. *Consider a Resolution authorizing a purchase agreement with Tyler Technologies Inc., for Annual Software Support and Maintenance for the City ERP System, using Sourcewell Cooperative Contract 090320-TTI in an amount up to \$92,026.12.*
- III.4.E. *Consider a Resolution authorizing award of bid IFB 21-0010 to Nova Paintings, LLC, for the Danieldale Pump Station Rehabilitation – Phase 1 Construction Project through the City’s competitive bid process with an estimated expenditure amount not to exceed \$1,146,800.00*
- III.4.F. *Consider a Resolution endorsing the implementation of a continuing pretreatment program as required by 40 CFR 403 for the Trinity River Authority’s (TRA) Ten Mile Creek Regional Wastewater System.*
- III.4.G. *Consider a Resolution approving the terms and conditions of Professional Engineering Services Agreement PSA-21-008 for Engineering Consulting Services Design of Swan Ridge Dr. Reconstruction and Beaver Creek Dr. and Shady Tree Place Waterline Replacements with Burgess & Niple, Inc., in the proposed amount of \$102,170.00.*

Councilmember Johnette Jameson made a motion to approve the item as stated, Councilmember At-Large Patrick Harvey seconded the motion. The vote was cast 6 for, 0 against, with Mayor Barry L. Gordon absent. Items passed.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. *Consider an Ordinance revising Chapter 20 “Water, Sewer and Sewage Disposal”, by repealing and replacing Article IV, “General Sewage Disposal Standards”, to provide for updates to regulations governing wastewater discharges into the publicly owned treatment works within the City of Duncanville.*

Assistant Public Works Director Culton presented the item.

Major Proposed Revisions to Chapter 20, Water, Sewer and Sewage Disposal

Sec. 20-54: General Provisions

- **Adds Subsection 20-54 (c), Incorporation of Industrial Waste Regulations by Reference**, provides for users which discharge to the portion of Duncanville's wastewater system which flows to Dallas to adhere to the regulations of the City of Dallas Code of Ordinances, Chapter 49, “Water and Wastewater,” Article IV “Water Quality,” and for the City of Duncanville to adopt the subject Dallas City Code
- **Revises Subsection 20-54 (e), Definitions, to define "Best Management Practices" (BMP)** as schedules of activities, prohibitions of practices, maintenance procedures, and management practices to implement the prohibitions listed in federal rules. BMPs include treatment requirements, operating procedures, etc., to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage in order to protect the POTW
 - The Director may develop BMPs and require industrial users to implement the BMPs if necessary, for POTW protection

- **Revises Subsection 20-54 (e), Definitions, to define "Extrajurisdictional user"** as a user the City has determined requires a permit to discharge to the City's wastewater system, other than a local government, which is located outside the city's jurisdiction.
- **Revises Subsection 20-54 (e), Definitions, Significant Industrial User,** to specify the City may exclude from the classification of Categorical Industrial User those "Non-Significant" Industrial users who discharge no more than 100 gallons per day (gpd) to the City's wastewater system which ultimately flows to the TRA TMCRWS. Such Industrial users must also meet certain compliance, reporting, certification, and operations criteria.
 - Industrial User sampling and reporting can be reduced
- **Revises Subsection 20-55 (d), Local Limits,** to revise pollutant concentration limits for the City of Dallas. Pollutant limits for Dallas are adopted by reference under Section 20-54 (c)
- **Revises Subsections 20-57 (d)& (e), Wastewater Discharge Permitting: Existing Connections, New Connections** to specify existing industrial users have 90 days (currently 60 days) from the effective date of the ordinance revisions to apply to the City for a new wastewater permit and new industrial users must apply for permit at least 90 days (currently 30 days) prior to discharge date
- **Revises Subsections 20-58 (e), Wastewater Discharge Permit Transfer** to specify industrial users must give the City at least 60 days (currently 30 days) advance notice of its intent to transfer permit
- **Added Subsection 20-58 (h), Regulation of Waste Received from Other Jurisdictions,** to require a municipality which contributes wastewater to the City to enter into an interlocal agreement prior to contributing the wastewater
- **Added Subsection 20-59 (e), Reports of Changed Conditions,** to require each user that discharges to TRA's TMCRWS to notify the City of any planned significant changes to the user's operations or system which might change wastewater discharge a minimum of 30 days prior to the change
- **Added Subsections 20-63, Administrative Enforcement Remedies, Consent Orders** to provide for the City to enter into Consent Orders, assurance of compliance, or similar documents with any user who is noncompliant. Consent Orders are judicially enforceable.

Councilmember Mark D. Cooks made a motion to approve the item as stated, Councilmember At-Large Patrick Harvey seconded the motion. The vote was cast 6 for, 0 against, with Mayor Barry L. Gordon absent. Item passed.

III.5.B. Election of Mayor Pro Tem for 2020-2021.

Councilmember Anderson nominated Councilmember Cooks.

Councilmember At-Large Harvey nominated Councilmember Veracruz.

A vote for Councilmember Cooks as Mayor Pro Tem was cast for 6 for, 0 against, with Mayor Barry L. Gordon absent. Item passed.

III.5.C. Take any necessary action as a result of the Executive Session.

No action.

III.6. STAFF AND BOARD REPORTS

III.6.A. Receive the Monthly Financial Report as of November 30, 2020.

No questions.

III.6.B. Receive the Fire Department Quarterly Report.

No questions.

III.6.C. Receive the Police Department Quarterly Report.

Councilmember Cooks requested a breakdown report by Council District.

IV. ADJOURNMENT

The meeting was adjourned at 8:36 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Unapproved



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Consider a Resolution appointing Election Judges for the City of Duncanville in Dallas County for the May 1, 2021 General Election; and authorizing the City Secretary to approve on behalf of the City of Duncanville any changes in the list of recommended election judges which may become necessary because of the inability to serve of any of the persons named in Exhibit "A".

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

Each year the Dallas County Elections department allows each entity to select their Early Voting and Election Day judges. If an entity opts out of the selection process Dallas County Elections staff will assign Early Voting and Election Day judges from a pool of workers for each precinct. The City Secretary has submitted a list of Early Voting and Election Day judges since the May 2016 Election and has the ability to modify the list as necessary. It is recommended that Council consider previous Election Judges who have served in these precincts. It is essential to choose someone who has handled large precinct combinations and ballot styles before. The city polling locations are not the typical polling location with one ballot. Given the multiple ballots styles for each precinct, it is imperative that the voter receive the correct one.

Election Judges for May 2016:

Early Voting Judge - Barbara Lewis

Election Day Judges:

PCT/V 3204 - Patricia Pearson and Evelyn Gray

PCT/V 3206 - Emma James and Sharon Jones

PCT/V 3211 - Millie Williams and Sandra Julien

Election Judges for May 2017 - May 2020:

Early Voting Judge - Barbara Lewis

Election Day Judges:

PCT/V 3204 - Evelyn Gray and Patricia Pearson

PCT/V 3206 - Kay Kamm and Sharon Jones

PCT/V 3211 - Sandra Julien and Millie Williams

POLICY EXPLANATION:

The Resolution will authorize the City Secretary to approve, on behalf of the City of Duncanville, any changes in the lists of election judges which may become necessary because of the inability or refusal to serve of any of the persons named in Exhibit "A", and allow the City Secretary to approve the changes if necessary. This process involves the City Secretary notifying the Council prior to approval under these circumstances.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of a Resolution appointing election judges for the City of Duncanville in Dallas County for the May 1, 2021 General Election; authorizing the City Secretary to approve on behalf of the City of Duncanville any changes in the list of recommended election judges which may become necessary because of the inability or refusal to serve of any of the persons named in Exhibit "A".

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2021-014 - Appointment of Election Judges - May 1, 2021 Election - Exhibit A](#)

RESOLUTION NO. 2021-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPOINTING ELECTION JUDGES FOR THE CITY OF DUNCANVILLE IN DALLAS COUNTY FOR THE MAY 1, 2021 GENERAL ELECTION; AUTHORIZING THE CITY SECRETARY TO APPROVE ON BEHALF OF THE CITY OF DUNCANVILLE ANY CHANGES IN THE LIST OF RECOMMENDED ELECTION JUDGES WHICH MAY BECOME NECESSARY BECAUSE OF THE INABILITY OR REFUSAL TO SERVE OF ANY OF THE PERSONS NAMED IN EXHIBIT "A"; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the City of Duncanville's Charter Sec. 7.02 "...The Council will appoint election officials who will conduct the municipal elections consistent with this Charter, regulations made by the Council or the laws of the State of Texas"; and

WHEREAS, in accordance with the City of Duncanville's Charter, Sec. 7.04 "...The Councilmember At-Large and Council Members from Districts One (1), Three (3) and Five (5)) shall be elected in each odd numbered year or until their successors are elected and qualify"; and

WHEREAS, in order for the Dallas County Elections Administrator to prepare a contract with the City of Duncanville and other jurisdictions, Election Judges must be ratified by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. That the Dallas County Elections Administrator be notified that the City Council interposes no objection to the Election Judges that appear as Exhibit "A" of this Resolution for the May 1, 2021 Joint Election.

SECTION 2. That the final selection, appointment, training, and pay of election Judges, alternate election Judges and election clerks shall be in accordance with the Joint Election Agreement and Election Services Contract.

SECTION 3. That the City Secretary is authorized to approve on behalf of the City of Duncanville any changes in the list of recommended election judges which may become necessary because of the inability or refusal of any of the persons named in Exhibit "A".

SECTION 4. That this Resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Duncanville, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 2nd day of February, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT "A"

**EARLY VOTING AND ELECTIONS DAY
JUDGES AND ALTERNATE JUDGES
MAY 2021
DUNCANVILLE CITY COUNCIL JOINT ELECTION**

EARLY VOTING:

LOCATION: DUNCANVILLE LIBRARY
201 JAMES COLLINS BLVD.
DUNCANVILLE, TX 75116

ELECTION JUDGE: BARBARA LEWIS

APPOINTED JUDGE: BARBARA LEWIS

ELECTION DAY JUDGES APPOINTED BY DCEA:

V3204	JUDGE – EVELYN GRAY	ALTERNATE JUDGE – PATRICIA PEARSON
V3206	JUDGE – KAY KAMM	ALTERNATE JUDGE – SHARON JONES
V3211	JUDGE – SANDRA JULIEN	ALTERNATE JUDGE – MILLIE WILLIAMS

DCEA – DALLAS COUNTY ELECTIONS ADMINISTRATOR



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Consider a Resolution authorizing the application to the North Central Texas Council of Governments and FY21 Homeland Security Grant–State Homeland Security Program (SHSP) for the purchase of a thermal imaging device that will be used for and in support of the Police Department’s Special Operations Unit with a total grant value of \$5,000.00.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Robert D. Brown, Jr., Chief of Police
Lieutenant Matthew Stogner, SWAT Commander

BACKGROUND/HISTORY:

The Law Enforcement Terrorism Prevention Grant is administered by the Office of the Governor, State Homeland Security Grant Division (SHSP) to support state, tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists.

POLICY EXPLANATION:

Funds will be budgeted in Fiscal Year 2022 if the grant is received. The State Homeland Security Program (SHSP) Grant provides money for Police Departments in support of National Incident Management System (NIMS) Typed Teams. The Police Department grant request is for \$5,000.00 to purchase one-thermal imaging device that will be used by and in support of the Department’s Special Operations Unit. The State Homeland Security Program (SHSP) Grant Program does not require any cash match; however, the Police Department will assume maintenance costs of the units.

FUNDING SOURCE:

Office of the Governor, State Homeland Security Program (SHSP); no cash match required.

Contract Log #:

1489

RECOMMENDATION:

Consider a Resolution authorizing the application to the North Central Texas Council of Governments and FY21 Homeland Security Grant–State Homeland Security Program (SHSP) for the purchase of a thermal imaging device that will be used for and in support of the Police Department’s Special Operations Unit with a total grant value of \$5,000.00.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2018-017R - SHSP Thermal Imaging Device](#)

RESOLUTION NO. 2018-017R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE APPLICATION TO THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND FY21 HOMELAND SECURITY GRANT-STATE HOMELAND SECURITY PROGRAM (SHSP) FOR THERMAL IMAGING DEVICE THAT WILL BE USED FOR AND IN SUPPORT OF THE POLICE DEPARTMENT'S SPECIAL OPERATIONS UNIT, TO PROVIDE FUNDING FOR THE POLICE DEPARTMENT, TO PURCHASE ONE THERMAL IMAGING DEVICE WITH A TOTAL VALUE OF \$5,000.00; AND AUTHORIZING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL TO EXECUTE ALL DOCUMENTS IN REGARD TO THE REQUESTED FUNDS, WHICH INCLUDES THE AUTHORIZATION TO APPLY FOR, ACCEPT, REJECT, ALTER OR TERMINATE THE GRANT.

WHEREAS, the City Council for the City of Duncanville finds it in the best interest of the citizens of the City of Duncanville that the FY21 State Homeland Security Program (SHSP) be operated for the Fiscal Year 2021; and

WHEREAS, the City Council finds that this grant does not require matching funds on behalf of the applicant; the City would be requesting grant funds for the complete purchase of the Thermal Imaging Device; and

WHEREAS, the City Council for the City of Duncanville agrees that in the event of loss or misuse of the State Homeland Security Grant Division funds, the City Council assures that the funds will be returned to the Office of the Governor, Homeland Security Grants Division in full; and

WHEREAS, the City Council for the City of Duncanville wishes to designate the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. The City Council for the City of Duncanville authorizes the City Manager or his designee to submit an application to the Office of the Governor, State Homeland Security Program (SHSP), to provide one-Thermal Imagine Device that will be used for and in support of the Police Department's Special Operations Unit, through the grant for the Fiscal Year 2021 in the amount of \$5,000.00.

SECTION 2. That the City Council for the City of Duncanville assures the awarded funds will be returned to the Office of the Governor, State Homeland Security Grants Division (SHSP), in full in the event of loss or misuse of the SHSP funds from such grant.

SECTION 3. That the City Council for the City of Duncanville authorizes the City Manager, as the authorized official, to execute all documents in regard to the request and grant funds, which includes the authorization to apply for reject, alter or terminate the grant.

SECTION 4. That the City Council for the City of Duncanville agrees and directs the City of Duncanville will comply with other rules set by the State Homeland Security Grants Division of the Office of the Governor of Texas, applicable to said grant.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 2nd day of February, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Consider an Ordinance amending Chapter 13 'Peddlers, Solicitors and Itinerant Vendors', Section 13-1 'Permit Required' by adding new Subsection (D), by amending Section 13-1A "Regulation of Peddlers, Solicitors, and Itinerant Vendors" by amending Subsections (A) and (B); by amending Section 13-7 'Permit to be Carried / No Solicitation'; and amending Section 13-8 'Hours'; providing a repealing clause; providing a severability clause, providing a savings clause; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00); and providing for an effective date.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
 - Goal: N/A
 - WorkPlan Item N/A

STAFF RESPONSIBLE:

Robert D. Brown, Jr., Police Chief

BACKGROUND/HISTORY:

Chapter 13 of the Duncanville Code of Ordinances regulates peddlers, solicitors and itinerant vendors within the Duncanville city limits. The current ordinance provides safeguards for residents by requiring any person who wishes to peddle, hawk, sell, solicit, take orders for, or offer to take orders for, any services, wares, merchandise, or goods, including magazines or photographs, from door-to-door within the city limits, to first obtain a permit from the Chief of Police or his designated representative.

Regardless of where you live, it's important to know individuals walking around your neighborhood could be criminals scouting for an easy target for a home invasion or burglary. Well-dressed and clean-cut strangers are sometimes simply a ruse to fool homeowners and their communities into letting down their guard.

In some cases, criminals will walk the neighborhood and take photos of homes and the surrounding property. They will then study the photos to learn which homes have a fence, a dog, an alarm system, easy access, and more. While legitimate salespeople, charities, and religious organizations will file and carry the necessary solicitation permits, it's important to keep in mind that just about anyone with a computer, a scanner, and an inkjet printer can create and print phony identification cards and licenses. It's for this reason that you should approach every solicitor with caution.

At the City Council Meeting held on December 1, 2020, the Duncanville Police Department briefed the City Council on the following proposed changes to our current ordinance and were instructed by the Council to proceed. We believe our citizens will enjoy the below benefits after the ordinance has been changed.

1. Reduce Criminal or Fraudulent Conduct and Activity - *Help identify unpermitted solicitors who have not received a computerized criminal background check.*
2. Improve Safety - *High visibility vest help identify solicitors and improve traffic safety.*
3. Improve Unwanted Intrusion Into Citizen Privacy - *Prohibit solicitation on designated holidays and before 9 a.m.*
4. Streamline Solicitation Permitting Process - *To assist in record keeping, all solicitation permits expire on the same date.*

POLICY EXPLANATION:

City Council approval is required to amend the Code of Ordinances.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of an Ordinance amending Chapter 13 'Peddlers, Solicitors and Itinerant Vendors', Section 13-1 'Permit Required' by adding new Subsection (D), by amending Section 13-1A "Regulation of Peddlers, Solicitors, and Itinerant Vendors" by amending Subsections (A) and (B); by amending Section 13-7 'Permit to be Carried / No Solicitation'; and amending Section 13-8 'Hours'; providing a repealing clause; providing a severability clause, providing a savings clause; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00); and providing for an effective date.

ATTACHMENTS:

[Attachment 1 - Solicitor's Vest](#)

[Ordinance No. - 1194R - Amended Peddlers, Solicitors and Itinerant Vendors Ordinance - Pdf](#)

Attachment 1



ORDINANCE NO. 1194R

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 ‘PEDDLERS, SOLICITORS AND ITINERANT VENDORS’, SECTION 13-1 ‘PERMIT REQUIRED’ BY ADDING NEW SUBSECTION (D), BY AMENDING SECTION 13-1A “REGULATION OF PEDDLERS, SOLICITORS, AND ITINERANT VENDORS” BY AMENDING SUBSECTIONS (A) AND (B); BY AMENDING SECTION 13-7 ‘PERMIT TO BE CARRIED / NO SOLICITATION’; AND AMENDING SECTION 13-8 ‘HOURS’; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE, PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS:

SECTION 1. That the Code of Ordinances of the City of Duncanville, Texas, be and the same is hereby amended by amending Chapter 13, ‘Peddlers, Solicitors and Itinerant Vendors’, Section 13-1 ‘Permit Required’ by adding a new subsection (d) to read as follows:

“CHAPTER 13 – PEDDLERS, SOLICITORS AND ITINERANT VENDORS

Sec. 13-1. - Permit required.

(a)

.

(d) it shall be unlawful for any person to solicit as regulated in this Chapter without wearing a Duncanville solicitor reflective vest which has a front pocket to display the approved solicitation permit and identification badge.”

SECTION 2. That the Code of Ordinances of the City of Duncanville, Texas, be and the same is hereby amended by amending Chapter 13, ‘Peddlers, Solicitors and Itinerant Vendors’, Section 13-1A ‘Regulation of peddlers, solicitors, and itinerant vendors’ by amending subsections (a) and (b) to hereinafter read as follows:

“CHAPTER 13 – PEDDLERS, SOLICITORS AND ITINERANT VENDORS

Sec. 13-1A. - Regulation of peddlers, solicitors, and itinerant vendors.

(a) It shall be unlawful for any person who peddles, hawks, sells, solicits, takes orders for or offers to take orders for, any services, wares, merchandise, or goods, including magazines or photographs, from door to door within the city without a permit as required to place a printed order sheet, or affix a handbill on a door which fails to include his name and phone number on the order sheet.

(b) It shall be unlawful for any person to peddle, hawk, sell, solicit, take orders for, or offer to take orders for any services, wares, merchandise, goods, including magazines or photographs, or sell ice cream from a motor vehicle, or distribute products or disseminate material on any public street and highway or intersection, or other location within the city if such action creates or impairs traffic, a safety hazard or congestion within said public street, highway or intersection.”

SECTION 3. That the Code of Ordinances of the City of Duncanville, Texas, be and the same is hereby amended by amending Chapter 13, ‘Peddlers, Solicitors and Itinerant Vendors’, Section 13-7 ‘Permit to be carried / No solicitation’, by amending to read as follows:

“CHAPTER 13 – PEDDLERS, SOLICITORS AND ITINERANT VENDORS

....

Sec. 13-7. - Permit to be carried / No solicitation

It shall be unlawful for any person to peddle, hawk, sell, solicit, take orders for, or offer to take orders for, any services, wares, merchandise, or goods, including magazines or photographs, without carrying on his person the permit required by this chapter.

It shall be unlawful for any person to enter any property or premises where there is displayed a no trespassing or no solicitation sign.”

SECTION 3. That the Code of Ordinances of the City of Duncanville, Texas, be and the same is hereby amended by amending Chapter 13, ‘Peddlers, Solicitors and Itinerant Vendors’, Section 13-8 ‘Hours’, by amending to read as follows:

“CHAPTER 13 – PEDDLERS, SOLICITORS AND ITINERANT VENDORS

.....

Sec. 13-8. - Hours.

It shall be unlawful for any person to peddle, hawk, sell, solicit, take orders for, or offer to take orders for, any services, wares, merchandise, or goods, including magazines or

photographs, from door to door within the city between the hours of 7:00 p.m. to 9:00 a.m.; or any time on New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Thanksgiving Day."

SECTION 4. That all provisions of the ordinances of the City of Duncanville in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Duncanville not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 6. That an offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 7. That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Duncanville as heretofore amended and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall be deemed and constitute a separate offense.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the _____ day of _____, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Consider amending Ordinance No. 2390 adopting the Master Fee Schedule for Fiscal Year 2020-2021, by amending said Master Fee Schedule, to revise fees for Subparts for Planning/Building Inspections, Section, Subparts 7, 27, 60 and 70-72 as set forth on the attached Exhibit 'A'.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Bryan G. Ramey II, P.E., Director of Public Works

BACKGROUND/HISTORY:

On May 21, 2019, Governor Greg Abbott signed into law House Bill 852 which amended Texas Local Government Code, Subchapter Z, Chapter 214 by adding Section 214.907 "Prohibition on Certain Value-Based Building Permit and Inspection Fees". Sec.214.907 prohibits municipalities from assessing certain value-based building permit and inspection fees related to residential construction or improvement. Under HB 852, a municipality may not consider: (1) the value of the dwelling; or (2) the cost of constructing or improving the dwelling in determining the amount of a building permit fee required in connection with the construction or improvement a residential dwelling. HB 852 is effective immediately.

To comply with the new State law, the FY 2018-2019 Master Fee Schedule/Public Works was amended for building permits on June 18, 2019 (Ord No. 2350R). Staff based residential building permit fees on the size of the building structure for building permits other than roof re-decking or foundation repair work which was assessed flat fees. Similar amendments to the FY 2018-2019 Master Fee Schedule/Public Works were made for commercial building permit fees. The amended building permit fee structure and resultant Master Fee Schedule resulted in building permit fees which were no higher than the current fees.

In January 2021, while calculating the permit fees for the new 354,244 square foot distribution facility, Staff noticed that the fee schedule did not account for new buildings this large. Over the past few years, there have not been any large buildings constructed in Duncanville which skewed the Master Fee Schedule. As a result, the top tier of the permit fee was set at \$2.35/square foot for all new buildings over 6,500 square feet. When this fee was applied to this new building the permit fee was calculated at \$832,473.40 and the plan review fee was calculated at \$416,236.70 (50% of permit fee) for a total cost of \$1,248,710.10 which is not fair and reasonable. According to Texas Law, a municipality charging more than what is necessary to cover the actual costs of the building

inspections and plan reviews is excessive and is considered an illegal development tax. As a result, an amendment to FY 2020-2021 Planning / Building Inspection Master Fee Schedule is necessary.

This amendment to the FY 2020-2021 Planning / Building Inspection Master Fee Schedule will address the Commercial Building Permit Fee as well as propose other amendments identified during a review of the entire Planning / Building Inspection Master Fee Schedule. A summary of changes is below:

1. Adds a fee for "Filing a Plat at Dallas County" (Line 7 of Exhibit A). Staff has found that not all property owners file plats with Dallas County after they are approved by the Duncanville Planning & Zoning Commission. This fee will allow the City to charge property owners the cost of the filing fee plus a 10% courier fee for Staff to submit the plat to Dallas County in the event the property owner does not file the plat within 60 days of approval.
2. Adds a fee for "Annual Group Home Inspection Fee" (Line 27 of Exhibit A). Duncanville has several group homes which require annual inspections per City Ordinance (Section 12C-12). This fee covers the cost of that inspection.
3. Sets a maximum fee for "Commercial Building Plan Review" at \$25,000.00 (Line 59 of Exhibit A). Grand Prairie would charge \$22,318.37 and Cedar Hill would charge \$28,489.00 to review plans for a 354,244 square foot building.
4. Adds additional tiers to "Building Permits - New Commercial Building" and sets a maximum fee of \$50,000.00 (Lines 69-72 of Exhibit A). Grand Prairie would charge \$49,594.16 and Cedar Hill would charge \$56,978.00 in building permit fees for a 354,244 square foot building.
5. Adds additional tiers to "Building Permits - Commercial Building Remodel" and sets a maximum fee of \$50,000.00 (Lines 82-85 of Exhibit A).
6. Separates "Vacant building registration late fee" (Line 154 to Exhibit A) from the "Vacant building inspection" (Line 153 to Exhibit A). There was no change in fee amount.
7. Removes the fee for "Residential Rental Property Certificate of Occupancy" (Line 158 to Exhibit A). This fee is part of the "Residential Rental Property Registration" fee of \$75.00 (Line 158 to Exhibit A).

POLICY EXPLANATION:

Council approval is required for all ordinances.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of the Ordinance amending Ordinance No. 2390 adopting the Master Fee Schedule for Fiscal Year 2020-2021, by amending said Master Fee Schedule, to revise fees for Subparts for Planning/Building Inspections, Section, Subparts 7, 27, 60 and 70-72 as set forth on the attached Exhibit 'A'.

ATTACHMENTS:

[Attachment 1 - Ordinance No. - 2390R - Amending the FY 2020-2021 Master Fee Schedule - Planning/Building Inspections - with Exhibit A](#)

ORDINANCE NO. 2390R

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING ORDINANCE NO. 2390 ADOPTING THE MASTER FEE SCHEDULE FOR FISCAL YEAR 2020-2021, BY AMENDING SAID MASTER FEE SCHEDULE, TO REVISE FEES FOR SUBPARTS FOR PLANNING/BUILDING INSPECTIONS, SECTION, SUBPARTS 7, 27, 60 AND 70-72 AS SET FORTH ON THE ATTACHED EXHIBIT 'A' WHICH IS INCORPORATED HEREIN; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, it is necessary to amend the Fiscal Year 2020-2021 Master Fee Schedule Planning / Building Inspections and providing for revised inspection fees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. That Ordinance No. 2390 adopting the Master Fee Schedule for Fiscal year 2020-2021 planning and zoning hereby amended by amending Section in Planning/Building Inspections, subparts 7, 27, 60 and 70-72 as set forth on the Attached Exhibit A, which is attached hereto and incorporated herein by reference.

SECTION 2. That all provisions of the ordinances of the City of Duncanville, Texas, in conflict with the provisions of this Ordinance amendment be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Ordinance amendment shall remain in full force and effect.

SECTION 3. That should any word, phrase, paragraph, or section of this Ordinance be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be unconstitutional, illegal or invalid, and shall not affect the validity of the Ordinance as a whole.

SECTION 4. That this Ordinance amendment shall take effect immediately from and after its passage as the law and charter in such cases provide.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 2nd day of February, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21 (from 9/2020)	Fee Effective 10/1/20	Proposed Change for FY20-21 (from 2/2/2021)	Fee Effective 2/2/21
	PUBLIC WORKS						
1	ZONING & RELATED FEES						
2	Preliminary plat	Per plat.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
3	Final plat - residential	Base Fee + \$5.00 per lot.	\$ 500.00	\$ -	\$ 500.00		\$ 500.00
4	Final plat - apartment	Base Fee + \$10.00 per unit.	\$ 500.00	\$ -	\$ 500.00		\$ 500.00
5	Final plat - other	Base Fee + \$50.00 per acre.	\$ 500.00	\$ -	\$ 500.00		\$ 500.00
6	Replat	Per plat.	\$ 500.00	\$ -	\$ 500.00		\$ 500.00
7	Filing Plat at Dallas County	Per plat. This fee is applied in the event the property owner has not filed the plat with Dallas County within 60 days of approval by Planning & Zoning Commission.	\$ -	\$ -	\$ -	Actual Cost +10% Courier Fee	Actual Cost +10% Courier Fee
8	Planned Development Site Plan Review	To ensure site plan meets City Zoning Ordinance & Subdivision Regulations	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
9	Zoning change - planned development	Per development.	\$ 1,050.00	\$ -	\$ 1,050.00		\$ 1,050.00
10	Zoning change - single residential lot		\$ 500.00	\$ -	\$ 500.00		\$ 500.00
11	Zoning change - Special Use Permit (SUP)		\$ 1,050.00	\$ 100.00	\$ 1,150.00		\$ 1,150.00
12	Zoning change - all others		\$ 1,050.00	\$ -	\$ 1,050.00		\$ 1,050.00
13	Comprehensive Plan	Per book	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
14	Maps (black/white copy)	Per sheet	\$ 5.00	\$ -	\$ 5.00		\$ 5.00
15	Street signs (2 signs, 1 pole)	Per assembly; installed	\$ 75.00	\$ -	\$ 75.00		\$ 75.00
16	Blue fire buttons	Each	\$ 10.00	\$ -	\$ 10.00		\$ 10.00
17	Zoning Verification Letter	Each	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
18	Right-of-Way Abandonment	Each application	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
19	Pre-Development Meeting	To review City requirements prior to starting their business	\$ -	\$ -	\$ -		\$ -
20	CERTIFICATES OF OCCUPANCY						
21	New building		\$ 25.00	\$ -	\$ 25.00		\$ 25.00
22	Existing building	For each new occupant or change in occupancy or ownership.	\$ 75.00	\$ 50.00	\$ 125.00		\$ 125.00
23	Clean & Show Permit	For landlord to get power turned on prior to tenant occupancy	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
24	Utility Verification Permit	For when a Commercial company changes electric providers or needs to get re-connected following a shut-off. This requires a City inspection.	\$ -	\$ 50.00	\$ 50.00		\$ 50.00
25	Changes	Certificate replacement	\$ 10.00	\$ -	\$ 10.00		\$ 10.00
26	Group Home	One-time fee. Housing occupied by groups of unrelated individuals with disabilities, which may or may not be provided by organizations that also offer various services for individuals with disabilities living in the homes and are licensed by the state, in which a reasonable accommodation and certificate of occupancy has been issued prior to operating if such home has four or more persons occupying the dwelling unit.	\$ -	\$ 500.00	\$ 500.00		\$ 500.00
27	Annual Group Home Inspection Fee	Annual group home inspection fee per Ordinance Section 12C-12	\$ -	\$ -	\$ -	\$ 150.00	\$ 150.00
28	PLAN REVIEW	RESIDENTIAL PLAN REVIEW - NEW CONSTRUCTION					
29	Total Square Feet						
30	1001 - 1500		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
31	1501 - 2000		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
32	2001 - 2500		\$ 125.00	\$ -	\$ 125.00		\$ 125.00
33	2501 - 3000		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
34	3001 - 3500		\$ 200.00	\$ -	\$ 200.00		\$ 200.00
35	3501 - 4000		\$ 225.00	\$ -	\$ 225.00		\$ 225.00
36	4001 or more	\$225 plus 0.05 per each additional square foot	See Comments		See Comments		See Comments
37	BUILDING PERMITS	RESIDENTIAL NEW CONSTRUCTION					
38	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee					
39	Total Square Feet						
40	1001 - 1500		\$ 1,400.00	\$ -	\$ 1,400.00		\$ 1,400.00
41	1501 - 2000		\$ 1,504.00	\$ -	\$ 1,504.00		\$ 1,504.00
42	2001 - 2500		\$ 1,731.55	\$ -	\$ 1,731.55		\$ 1,731.55
43	2501 - 3000		\$ 1,959.10	\$ -	\$ 1,959.10		\$ 1,959.10
44	3001 - 3500		\$ 2,186.65	\$ -	\$ 2,186.65		\$ 2,186.65
45	3501 - 4000		\$ 2,414.20	\$ -	\$ 2,414.20		\$ 2,414.20
46	4001 or more	\$2,414.50 plus 0.50 per each additional square foot	See Comments		See Comments		See Comments
47	BUILDING PERMITS	RESIDENTIAL REMODEL- ADDITIONAL SQFT TO MAIN STRUCTURE					
48	Total Square Feet						
49	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee					
50	0-250		\$ -	\$ 175.00	\$ 175.00		\$ 175.00
51	251-500		\$ 325.00	\$ -	\$ 325.00		\$ 325.00
52	501-1000		\$ 600.00	\$ -	\$ 600.00		\$ 600.00
53	1001-1500		\$ 875.00	\$ -	\$ 875.00		\$ 875.00
54	1501-2000		\$ 1,075.00	\$ -	\$ 1,075.00		\$ 1,075.00
55	2001-2500		\$ 1,375.00	\$ -	\$ 1,375.00		\$ 1,375.00
56	2501 -3000		\$ 1,575.00	\$ -	\$ 1,575.00		\$ 1,575.00
57	3001 or more	\$1,575 plus 0.40 per each additional square foot	See Comments		See Comments		See Comments
58	PLAN REVIEW	COMMERCIAL BUILDING REVIEW					
59	Plan Review	Commercial Review for new construction. Max \$25,000.00	50% permit cost		50% permit cost		50% permit cost
60	BUILDING PERMITS	NEW COMMERCIAL BUILDING					
61	Total Square Feet						
62	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee					
63	0-1,500	per square foot	\$ 4.00	\$ -	\$ 4.00		\$ 4.00
64	1,501-2,500	per square foot	\$ 3.60	\$ -	\$ 3.60		\$ 3.60
65	2,501-3,500	per square foot	\$ 2.95	\$ -	\$ 2.95		\$ 2.95
66	3,501-4,500	per square foot	\$ 2.75	\$ -	\$ 2.75		\$ 2.75
67	4,501-5,500	per square foot	\$ 2.55	\$ -	\$ 2.55		\$ 2.55
68	5,501-6,500	per square foot	\$ 2.45	\$ -	\$ 2.45		\$ 2.45
69	6,500 or more	per square foot	\$ 2.35	\$ -	\$ 2.35		\$ 2.35
70	6,501-15,000	per square foot				\$ 2.00	\$ 2.00
71	15,001-35,000	per square foot				\$ 1.15	\$ 1.15
72	35,001 or more	per square foot. Maximum Fee is \$50,000.00				\$ 0.50	\$ 0.50
73	BUILDING PERMITS	COMMERCIAL BUILDING REMODEL					

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21 (from 9/2020)	Fee Effective 10/1/20	Proposed Change for FY20-21 (from 2/2/2021)	Fee Effective 2/2/21
74	Total Square Feet						
75	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee					
76	0-1,500	per square foot	\$ 0.35	\$ -	\$ 0.35		\$ 0.35
77	1,501-2,500	per square foot	\$ 0.30	\$ -	\$ 0.30		\$ 0.30
78	2,501-3,500	per square foot	\$ 0.28	\$ -	\$ 0.28		\$ 0.28
79	3,501-4,500	per square foot	\$ 0.26	\$ -	\$ 0.26		\$ 0.26
80	4,501-5,500	per square foot	\$ 0.24	\$ -	\$ 0.24		\$ 0.24
81	5,501-6,500	per square foot	\$ 0.23	\$ -	\$ 0.23		\$ 0.23
82	6,500 or more	per square foot.	\$ 0.22	\$ -	\$ 0.22		
83	6,501-15,000	per square foot				\$ 0.22	\$ 0.22
84	15,001-35,000	per square foot				\$ 0.20	\$ 0.20
85	35,001 or more	per square foot. Maximum Fee is \$50,000.00				\$ 0.15	\$ 0.15
86	INSPECTIONS / PLAN REVIEW						
87	Commercial Pool/Spa Inspection Fee	Inspected 4 times a year	\$ 200.00	\$ -	\$ 200.00		\$ 200.00
88	Inspections outside normal business hours (2 hour minimum)	All charges per hour or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
89	Reinspection fees	Inspection required after failure to comply with first notice of violation	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
90	Inspections for which no fee is specifically indicated (half-hour minimum)		\$ 50.00	\$ -	\$ 50.00		\$ 50.00
91	Additional plan review required by changes, additions, or revisions to plans (half-hour minimum)		\$ 50.00	\$ -	\$ 50.00		\$ 50.00
92	Use of outside consultants for plan checking and inspections or both	To include administrative and overhead costs.	Actual Cost		Actual Cost		Actual Cost
93	CONTRACTOR REGISTRATION						
94	General Contractor Registration - fence, concrete, sign, landscape irrigation installer, solar, backflow inspector (BPAT)	Annual Fee - requires \$100,000 liability insurance	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
95	ELECTRICAL PERMITS	Unrelated to new construction or remodeling.					
96	Electrical work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee					
97	Service change		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
98	Meter change		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
99	PLUMBING PERMITS	Unrelated to new construction or remodeling.					
100	Plumbing work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee	NEW		Based on permit value		
101	First fixture		\$ 30.00	\$ -	\$ 30.00		\$ 30.00
102	Sewer relay		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
103	Gas line relay		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
104	Water heater installation		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
105	Water treatment system installation		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
106	Backflow device inspection		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
107	Landscape Irrigation Installation		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
108	Gas Test & minor repair		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
109	Grease Trap		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
110	Sand Trap		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
111	Steam boiler installation		\$ 30.00	\$ -	\$ 30.00		\$ 30.00
112	AIR CONDITIONING PERMITS	Unrelated to new construction or remodeling.					
113	HVAC Done Without Permit	Double the calculated project fee	See Comments	\$ -	See Comments		
114	Mechanical - Repair or Alteration		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
115	Residential New HVAC system	per system	\$ 75.00	\$ -	\$ 75.00		\$ 75.00
116	Commercial New HVAC system		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
117	Walk-In Cooler Installation		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
118	MISC. PERMITS / FEES	Including all trades, if applicable.					
119	Work Done Without Permit	Double the calculated permit fee	See Comments		See Comments		
120	Residential Remodel, repair, or alteration to existing house (excludes an increase in sq ft)		\$ -	\$ 125.00	\$ 125.00		\$ 125.00
121	Solar		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
122	Foundation		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
123	Swimming pool, >5,000 gal.		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
124	Spa / hot tub / Pool (above ground, 24" deep or greater)		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
125	Type B Accessory building 0-400 sqft	no MEP included, separate permit required	\$ 75.00	\$ -	\$ 75.00		\$ 75.00
126	Type A Accessory building >400 sqft	no MEP included, separate permit required	\$ 150.00	\$ -	\$ 150.00		\$ 150.00
127	Roof Shingle Replacement - Residential	Greater than 1 bundle of shingles replaced (33 SF)	\$ -	\$ 75.00	\$ 75.00		\$ 75.00
128	Roof Decking Replacement - Residential		\$ -	\$ 150.00	\$ 150.00		\$ 150.00
129	Roof Shingles/ Composition Replacement - Commercial	Greater than 1 bundle of shingles replaced (33 SF)	\$ -	\$ 150.00	\$ 150.00		\$ 150.00
130	Roof Decking Replacement - Commercial		\$ -	\$ 300.00	\$ 300.00		\$ 300.00
131	Thermoplastic Olefin (TPO)	New Roof	\$ -	\$ 450.00	\$ 450.00		\$ 450.00
132	All concrete: sidewalk, driveway approach and non residential parking lot	per square foot, Maximum \$250 on Residential, and \$1000.00 on Commercial	\$ 0.50	\$ -	\$ 0.50		\$ 0.50
133	Asphalt Street tie-in to concrete drive approach	Per linear foot	\$ 6.00	\$ -	\$ 6.00		\$ 6.00
134	Structure moving, within City limits	Code of Ordinances Section 5-58	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
135	Structure moving, into City	Code of Ordinances Section 5-58	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
136	Construction Trailer	To set a construction trailer on a job site	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
137	Building demolition		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
138	Gasoline fuel tanks		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
139	Tent or canopy	Four permits per year, 14 days each	\$ 25.00	\$ -	\$ 25.00		\$ 25.00
140	Residential Fence		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
141	Commercial Fence	3 inspections required	\$ 225.00	\$ -	\$ 225.00		\$ 225.00
142	Storage Containers	Annual Fee - two permits per year, 15 days each	\$ 25.00	\$ -	\$ 25.00		\$ 25.00
143	Occasional sale / residential garage sale	Four permits per year, two each six-month period	No charge	\$ -	No charge		No charge
144	Parking lot and/or tent sale	Four permits per year, 14 days each	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
145	Seasonal sale		\$ 50.00	\$ -	\$ 50.00		\$ 50.00
146	Seasonal garden		\$ 50.00	\$ -	\$ 50.00		\$ 50.00

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21 (from 9/2020)	Fee Effective 10/1/20	Proposed Change for FY20-21 (from 2/2/2021)	Fee Effective 2/2/21
147	Handbill registration application	Per year.	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
148	Handbill permit, one day		\$ 15.00	\$ -	\$ 15.00		\$ 15.00
149	Handbill permit, one week		\$ 40.00	\$ -	\$ 40.00		\$ 40.00
150	Handbill permit, one year		\$ 400.00	\$ -	\$ 400.00		\$ 400.00
151	Administrative Fee	Contracting for abatement of Code Violation per Occurrence; minimum charge of \$100	\$100 or 10% of cost, whichever is higher	\$ -	\$100 or 10% of cost, whichever is higher		\$100 or 10% of cost, whichever is higher
152	Vacant building registration	Annual Fee	\$ 750.00	\$ (625.00)	\$ 125.00		\$ 125.00
153	Vacant building inspection	Annual Fee- \$50.00, plus an additional \$0.01 per square foot over 5,000 ft. Late fee - additional \$50.00 for every 30th day the registration is late.					\$50 or \$0.01/sf whichever is higher
154	Vacant building registration late fee	Additional \$50.00 for every 30th day the registration is late.				See Comments	See Comments
155	Residential Rental Property Registration	Registration, inspection, and RCO	\$ 75.00	\$ -	\$ 75.00		\$ 75.00
156	Residential Rental Property Registration	Annual fee per single-family, duplex, or townhouse rental unit	\$ 25.00	\$ -	\$ 25.00		\$ 25.00
157	Residential Ownership Change Fee	Upon change of ownership with a registration year	\$ 10.00	\$ -	\$ 10.00		\$ 10.00
158	Residential Rental Property Certificate of Occupancy	Per occupancy, once every two years or with every new tenant, whichever occurs first	\$ 40.00	\$ -	\$ 40.00		\$ -
159	Rental Certificate of Occupancy Replacement Fee	Replacement of lost, destroyed or mutilated Rental Certificate of Occupancy	\$ 10.00	\$ -	\$ 10.00		\$ 10.00
160	Rental Registration Late Fee	If any registration renewal or owner change is over 30 days after the due date or if an inspection date is not scheduled within 30 days of registration or last failed inspection.	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
161	Street name change Request	Cost to file application and to bring case to Council for approval	\$ 125.00	\$ -	\$ 125.00		\$ 125.00
162	Street Name Change - Sign Fabricate & Install	Cost varies based on size of signs and number of signs needed.		\$ -	Reimburse City Actual Cost		Reimburse City Actual Cost
163	SMALL CELL AND NETWORK NODES						
164	Small Cell/Network node application fee	1-5 network nodes	\$ 500.00	\$ -	\$ 500.00		\$ 500.00
165	Small Cell/Network node application fee	Additional network nodes beyond 5, each	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
166	Small Cell/Network node application fee	Each pole to be erected	\$ 1,000.00	\$ -	\$ 1,000.00		\$ 1,000.00
167	Small Cell/Network node annual user fee	Each network node	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
168	Transport Facility monthly user fee	Each network node in right-of-way providing backhaul	\$ 28.00	\$ -	\$ 28.00		\$ 28.00
169	Collocation on city poles annual user fee	Each pole	\$ 20.00	\$ -	\$ 20.00		\$ 20.00
170	FOOD ESTABLISHMENT FEES						
171	Health permit						
172	Class 1A (full service restaurants with dining area, and supermarkets without a deli/bakery in the store)	Per fiscal year.	\$ 425.00	\$ -	\$ 425.00		\$ 425.00
173	Class 2A (ex. Supermarkets with deli/bakery, fast food establishments, convenience stores, variety stores, mobile vendors, day care and schools)	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
174	Class 3A (Seasonal Establishments)	Per fiscal year.	\$ 175.00	\$ -	\$ 175.00		\$ 175.00
175	Retail	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
176	All large retail stores will be assessed separate permit fees for each operational function						\$ -
177	Meat Market	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
178	Deli	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
179	Seafood	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
180	Restaurant	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
181	Bakery	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
182	School cafeteria	Per school cafeteria per fiscal year.	\$ 250.00	\$ -	\$ 250.00		\$ 250.00
183	Temporary food permit, first day		\$ 25.00	\$ -	\$ 25.00		\$ 25.00
184	Temporary food permit, additional day	Not to exceed 10 days.	\$ 5.00	\$ -	\$ 5.00		\$ 5.00
185	Re-check fee, all classifications		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
186	Health Permit Late fees						
187	After October 10 of fiscal year	First late fee	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
188	Every 10 days thereafter	in addition to the First \$50.00 late fee	\$ 50.00	\$ -	\$ 50.00		\$ 50.00
189	Not received by November 1st	Will result in establishment closure.	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
190	New Establishment or change of ownership administrative fee in addition to Health Permit		\$ 35.00	\$ -	\$ 35.00		\$ 35.00
191	APARTMENT COMPLEX LICENSING						
192	License fee	Per dwelling unit. Due on or before last working day of preceding year.	\$ 15.00	\$ -	\$ 15.00		\$ 15.00
193	License replacement fee	Fees for licenses issued during year pro-rated.	\$ 10.00	\$ -	\$ 10.00		\$ 10.00
194	Late fee	For each month or part of the month that a license fee has not been received.	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
195	Reinspection fee	Per reinspection of noted violation	\$ 20.00	\$ -	\$ 20.00		\$ 20.00
196	SIGN PERMITS						
197	Reface		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
198	Pole signs		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
199	Monument		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
200	Wall signs		\$ 75.00	\$ -	\$ 75.00		\$ 75.00
201	Lighted sign, electrical fee		\$ 150.00	\$ -	\$ 150.00		\$ 150.00
202	Flags	3 flags per lot - insignia, decorative, governmental.	No charge	\$ -	No charge		No charge
203	Pennant	14 day limit; within first 90 days of certificate of occupancy.	No charge	\$ -	No charge		No charge
204	BANNER FEES						
205	Erect banner	Each 30 day period; not to exceed 90 days per year.	\$ 25.00	\$ -	\$ 25.00		\$ 25.00
206	Grand Opening banner	14 day limit; within first 90 days of certificate of occupancy.	No charge	\$ -	No charge		No charge
207	TREE PRESERVATION FEES						
208	Removal of dead, diseased, or damaged tree		No charge	\$ -	No charge		No charge
209	Removal of protected trees and/or review of tree preservation plan in conjunction with building permit. (Applicable mitigation charges still apply)		No charge	\$ -	No charge		No charge
210	Application for tree removal (Applicable mitigation charges still apply)		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
211	Review of tree preservation plan		\$ 100.00	\$ -	\$ 100.00		\$ 100.00

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21 (from 9/2020)	Fee Effective 10/1/20	Proposed Change for FY20-21 (from 2/2/2021)	Fee Effective 2/2/21
212	All others		\$ 100.00	\$ -	\$ 100.00		\$ 100.00
213	VARIANCE REQUESTS						
214	Board of Adjustment	Per request. Cost to bring a case to ZBA.	\$ 125.00	\$ -	\$ 125.00		\$ 125.00
215	Sign Control Board	Per request. Cost to bring a case to Sign Control Board	\$ 100.00	\$ -	\$ 100.00		\$ 100.00
216	Letter preparation		\$ 7.50	\$ -	\$ 7.50		\$ 7.50



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Consider a Resolution confirming the Interim City Manager's appointment of Tracey Martin as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner John Marks as of October 31, 2020.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Paul Frederiksen, Interim City Manager

BACKGROUND/HISTORY:

For a Civil Service Commission, consisting of three members appointed by the municipality's chief executive officer, and confirmed by the governing body of the municipality. The Commission's duties are also established by Chapter 143, but the primary responsibility of the Commission is to serve as an appeal board for fire and police employees who request the Commission to act as an impartial third party to review or investigate an action over which they have authority. Oftentimes, this concerns disciplinary actions.

Per Section 143.006, the Commission members serve staggered three-year terms with the term of one member expiring each year.

Persons appointed to the Commission must:

- be of good moral character;
- be a United States citizen;
- be a resident of the municipality and have resided in the municipality for more than three years;
- be over the age of 25 years; and
- not have held public office within the preceding three years

This will be Tracey Martin's first term to serve on the Civil Service Commission filling the vacancy on the Commission created when Commissioner John Marks' second term expired. This term will end on October 31, 2023.

POLICY EXPLANATION:

Section 143.006 (b) of the Texas Local Government Code states, "The commission consists of three members appointed by the municipality's chief executive and confirmed by the governing body of the municipality." After conferring with HR & Civil Service Director Todd Siegel, Police Chief Robert

Brown, and Fire Chief Sam Rohde, it is my desire to appoint Ms. Martin to serve as a Civil Service Commissioner through October 31, 2023.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of a Resolution confirming the appointment of Tracey Martin as a member of the Duncanville Civil Service Commission through October 31, 2023.

ATTACHMENTS:

[Attachment 1 - Tracey Martin Civil Service Commission - Application](#)

[Attachment 2 - Resolution No. - 2021-013 - Civil Service Appointment - Tracey Martin](#)



ATTACHMENT 1

FOR OFFICE USE ONLY

Received:	
Appointed to:	
Date Approved:	
Term Dates:	
District #:	

The Duncanville City Council is committed to building a “vibrant and inclusive community, driven by a commitment to democratic principles and service above self.” Through a diverse and inclusive voice from our Boards and Commissions, we hope to bridge the gap between citizens and City Council, forging the future of Duncanville! To begin the process, we would like for you to answer some questions below. It is our desire to partner you with a Board or Commission that you not only have a desire to serve with, but also matches your talents. Thank you again for your interest and desire to serve your community!

City of Duncanville Boards and Commission Application

PUBLIC INFORMATION NOTICE

Certain information submitted on the Boards and Commission Application is subject to the Texas Information Act and may be disclosed to anyone requesting this information. The act allows a board member of a governmental body to choose whether to allow public access to the information in the custody of the city that relates to the home address and phone numbers. This designation can be made on the application.

I ELECT TO WITHHOLD THE FOLLOWING INFORMATION FROM PUBLIC ACCESS: (circle selection)

HOME ADDRESS

TELEPHONE NUMBER

To be eligible to serve, one must be a resident of the City of Duncanville, and not be in arrears on City of Duncanville ad valorem taxes, fines or fees.

Name: Tracey Martin	Occupation: Sr. Administrative Assistant
Home Address: [REDACTED], TX 75137	
Telephone Number: [REDACTED]	Email Address: [REDACTED]
Registered Voter: ☒ Yes / No	Resident for # of Years in City: 3 years

Please indicate the Board or Commission you have a preference in serving on, by numbering them in order from 1 to 5

City Planning & Zoning Commission	4	Parks & Recreation Advisory Board	
Civil Service Commission	1	Senior Advocacy Commission	
Duncanville Community & Economic Development Corporation (DCEDC)	2	Sign Control Board	
Keep Duncanville Beautiful Board		Tax Increment Finance Reinvestment Zone Board	
Library Advisory Board		Tri-City Animal Shelter	
Multicultural Social Engagement Partnership	3	Zoning Board of Adjustment	
Neighborhood Vitality Commission	5		

Why are you interested in applying for this specific Board or Commission? As a new resident of Duncanville, I believe this is the best way to integrate in the community where I live. I don't work in Duncanville so it is difficult to be active in a work setting. I want to be involved in the growth of this City and I feel I can contribute in this manner.

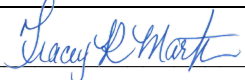
ATTACHMENT 1

What do you hope to accomplish by serving on this Board or Commission? I hope to be apart of the changes that needed and the growth that can benefit this Board.
What experience do you possess that will be helpful to the mission of this Board or Commission? I worked in the HR department with the City of Fort Worth and I was active in the Civil Service Division writing exams for Police and Fire.
How will you engage other citizens to provide to you a perspective or recommendations? I will be open to suggestions from the citizens through meetings (virtual) and activities in the community.
What concerns, if any, do you have about issues facing Duncanville? I don't know a lot about Duncanville which is why I am trying to get involved.
Are you, or a member of your family, involved in any business transaction with the City of Duncanville? If yes, please explain below. No.
Have you ever been convicted of a felony? If yes, please explain below. No

Pursuant to Ordinance No. 1975 members of boards and commissions shall not be delinquent in the payment of ad valorem taxes, except for the duration of a timely protest in accordance with law and shall not be delinquent in the payment of any fine owing to the City.

The following information is needed for verification purposes.

Complete legal name:	Tracey Renee Martin
Complete legal name of spouse:	
Home address:	
List all properties that you own or have an interest within the City of Duncanville:	
List all businesses that you own or have an interest within the City of Duncanville:	None.

Signature:  **Date:** 12/6/2020

Please return your completed application to the City Secretary's Office at City Hall, 203 E Wheatland Rd., Duncanville, TX 75116 or via electronic mail (e-mail) at kdowns@duncanville.com

2

APPLICATIONS ARE KEPT ON FILE FOR A YEAR AND ARE ALWAYS WELCOME AS VACANCIES MAY OCCUR THROUGHOUT THE YEAR.

RESOLUTION NO. 2021-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, CONFIRMING APPOINTMENT OF THE INTERIM CITY MANAGER OF TRACEY MARTIN AS A MEMBER OF THE DUNCANVILLE CIVIL SERVICE COMMISSION SERVING HER FIRST TERM THROUGH OCTOBER 31, 2023; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager is by state law required to appoint members to the Duncanville Civil Service Commission; and

WHEREAS, Tracey Martin meets all the qualifications required by Section 143.006 of the Texas Local Government Code; and

WHEREAS, Interim City Manager, Paul Frederiksen, has appointed Tracey Martin to the Duncanville Civil Service Commission subject to the confirmation of the City Council; and

WHEREAS, the City Council desires to confirm the appointment of Tracey Martin to the Duncanville Civil Service Commission to serve a first term through October 31, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. The Duncanville City Council hereby confirms appointment of Tracey Martin to the Duncanville Civil Service Commission to serve a term through October 31, 2023.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of
Duncanville, Texas, on the 2nd day of February, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 02 Feb 2021

TITLE:

Receive the Monthly Financial Report as of December 31, 2020

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America
 - Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.

STAFF RESPONSIBLE:

Richard Summerlin, Finance Director

BACKGROUND/HISTORY:

The Financial Report is presented to provide actual revenues and expenditures in comparison to the budget. The report provides financial data on key funds including the General, Utility, Sanitation, Economic Development, Fieldhouse, and Comprehensive Self-Insurance.

POLICY EXPLANATION:

December 2020 is the third month in fiscal year 2021 and we would expect revenues and expenditures to be at about 25.0% of their budgets. The beginning fund balances in this report are preliminary and are subject to change pending fiscal year 2020 accrual entries, fiscal year end closing and the external audit. Below are financial highlights as of the December 2020 Financial Report.

General Fund:

- General Fund ending fund balance is \$16.6 million, which is approximately 189 days of operations based on the adopted budget.
 - Fiscal year 2021 beginning fund balance is greater than expected due to final fiscal year 2020 transactions including:
 - A transfer in from the Emergency Fund for \$417 thousand. A portion of CARES Act funding was allocated to offset eligible General Fund public safety salaries.
 - A transfer in (offsetting expenditures) from the closure of the Medical Insurance fund for \$340 thousand.
- Overall General Fund revenues and transfers in are at 33.6% of the budget.
 - Current property tax payments have started to come in and are at 50.4% of the budget. This is 4.4% higher than the same time last year. Property taxes are due by the end of January.
 - Sales tax revenue is -7.1% lower than the same time last year primarily due to the continued effect of the COVID-19 pandemic on local businesses. The data here reflects one month of revenue (October sales tax received in December.)

- Most franchise fee revenues are received on a quarterly basis, so we expect to see first quarter revenues in January.
 - Overall General Fund operating expenditures and transfers out are at 17.8% of the budget.
- Other Funds:
- The Utility Fund ending fund balance is \$2.6 million (after the reserved fund balance deduction of \$5.0 million for AMI), which is approximately 47 days of operations based on the revised budget.
 - Total utility revenues are at 17.9% of the budget. Water and sewer revenues run one month in the arrears, so this report reflects two months (October-November) of revenue.
 - Total expenditures are at 21.4% of the budget. This includes two months of payments to Dallas Water Utilities (water services) and four months of payments to Trinity River Authority (wastewater services).
 - The Sanitation Fund has an ending fund balance of \$754 thousand, which is approximately 67 days of operations.
 - The Fieldhouse Fund operating revenues are flat (.04%) with the first quarter last year. Operating expenditures are down by -24.8% from last year.
 - A financial update on one-time projects is included as the last page of the financial report.
 - The quarterly financial update on Capital Project Funds as of December 31, 2020 is also attached as the CIP Financial Report.

FUNDING SOURCE:

N/a

Contract Log #:

N/a

RECOMMENDATION:

There is no City Council action required.

ATTACHMENTS:

[Attachment 1 - Monthly Financial Report December 2020](#)

[Attachment 2 - CIP Financial Report as of 12-31-20](#)

Attachment 1



**CITY OF DUNCANVILLE
MONTHLY FINANCIAL REPORT**

Fiscal Year 2020-2021
YEAR-TO-DATE OPERATIONS

AS OF DECEMBER 31, 2020

OCTOBER 1, 2020 TO DECEMBER 31, 2020

Prepared by
FINANCE DEPARTMENT
1/20/2021

**Beginning balances in this report are preliminary and subject to change based on accruals and final audit entries.*

Attachment 1

CITY OF DUNCANVILLE

FUND BALANCES AT DECEMBER 31, 2020

FUND	BEGINNING BALANCE (OCT 1) ¹	REVENUES	EXPENDITURES	RESERVED FOR ONE TIME PROJECTS ²	ENDING BALANCE YTD
GENERAL FUND ³	\$11,714,696	\$10,953,645	(\$6,117,239)	\$0	\$16,551,102
UTILITY FUND	\$8,451,077	\$3,255,399	(\$4,131,622)	(\$5,000,000)	\$2,574,853
SANITATION FUND	\$847,903	\$648,429	(\$741,942)	\$0	\$754,390
ECONOMIC DEVELOPMENT	\$3,709,167	\$212,417	(\$133,329)	\$0	\$3,788,256
FIELDHOUSE	(\$1,430,436)	\$230,309	(\$183,078)	\$0	(\$1,383,205)
COMPREHENSIVE SELF INS	\$889,834	\$117,009	(\$325,299)	\$0	\$681,543

DAYS OF OPERATIONS AT DECEMBER 31, 2020

FUND	YTD FUND BALANCE	BUDGETED OPERATING RESERVE # DAYS	BUDGETED OPERATING RESERVE (\$)	YTD ACTUAL # DAYS OF OPERATIONS
GENERAL FUND	\$16,551,102	75	\$6,551,562	189
UTILITY FUND	\$2,574,853	60	\$3,274,700	47
SANITATION FUND	\$754,390	60	\$675,173	67

Note 1- Beginning balances in this report are preliminary and subject to change based on accruals and final FY20 audit entries.

Note 2 - Utility Fund reserved balance has been earmarked for future AMI project.

Note 3- One Time Project funds are accounted for in a separate fund and not included in General fund balance available for operations calculation.

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND REVENUES AT DECEMBER 31, 2020

REVENUES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
51 - TAXES	\$9,659,911	\$27,094,091	\$27,094,091	\$17,434,180	35.7%
501101 - CURRENT TAXES	\$8,931,223	\$17,717,398	\$17,717,398	\$8,786,175	50.4%
501102 - DELINQUENT TAXES	\$70,319	\$140,000	\$140,000	\$69,681	50.2%
501103 - PENALTIES AND INTEREST	\$21,740	\$140,000	\$140,000	\$118,260	15.5%
501201 - STATE SALES TAX CITY PORTION	\$424,419	\$4,876,462	\$4,876,462	\$4,452,043	8.7%
501202 - SALES TAX PROPERTY TAX RELIEF	\$212,210	\$2,438,231	\$2,438,231	\$2,226,021	8.7%
501204 - ALCOHOLIC BEVERAGE TAX	(\$0)	\$69,000	\$69,000	\$69,000	0.0%
501301 - FRANCHISE FEE ELECTRIC	(\$0)	\$1,100,000	\$1,100,000	\$1,100,000	0.0%
501302 - FRANCHISE FEE GAS	(\$0)	\$313,000	\$313,000	\$313,000	0.0%
501303 - FRANCHISE FEE TELEPHONE	(\$0)	\$175,000	\$175,000	\$175,000	0.0%
501304 - FRANCHISE FEE CABLE TV	(\$0)	\$125,000	\$125,000	\$125,000	0.0%
52 - PERMITS & FEES	\$366,458	\$1,237,500	\$1,237,500	\$871,042	29.6%
502101 - BUILDING PERMITS	\$100,371	\$250,000	\$250,000	\$149,629	40.1%
502102 - ELECTRICAL PERMITS	\$7,972	\$13,000	\$13,000	\$5,028	61.3%
502103 - SOLICITOR LICENSES	(\$0)	\$1,500	\$1,500	\$1,500	0.0%
502105 - EMERGENCY MEDICAL SERVICE	\$183,009	\$750,000	\$750,000	\$566,991	24.4%
502106 - SIGN PERMITS	\$4,350	\$12,000	\$12,000	\$7,650	36.3%
502107 - WRECKER AND STORAGE FEES	(\$0)	\$3,000	\$3,000	\$3,000	0.0%
502108 - HEALTH FOOD INSPECTION FEES	\$19,127	\$46,000	\$46,000	\$26,873	41.6%
502109 - PLUMBING AND AC PERMITS	\$24,285	\$40,000	\$40,000	\$15,715	60.7%
502111 - ZONING & SPEC USE PERMIT	\$2,500	\$8,500	\$8,500	\$6,000	29.4%
502112 - EMS SVCS COST SETTLEMENT	(\$0)	(\$0)	(\$0)	(\$0)	
502113 - SMALL CELL/ NETWORK NODE FEES	\$250	\$500	\$500	\$250	50.0%
502114 - RENTAL PROPERTY REGISTRATION	\$13,075	\$50,000	\$50,000	\$36,925	26.2%
502120 - ALARM PERMITS	\$10,919	\$60,000	\$60,000	\$49,081	18.2%
502122 - POOL OR SPA INSPECTION FEE	\$600	\$3,000	\$3,000	\$2,400	20.0%
53 - FINES	\$71,535	\$557,000	\$557,000	\$485,465	12.8%
503101 - MUNICIPAL COURT FINES	\$51,945	\$400,000	\$400,000	\$348,055	13.0%
503102 - COURT RELATED FEES	\$13,461	\$130,000	\$130,000	\$116,539	10.4%
503103 - SCHOOL CROSSING FEES	\$1,413	\$3,000	\$3,000	\$1,587	47.1%
503201 - LIBRARY FINES	\$1,377	\$9,000	\$9,000	\$7,623	15.3%
503301 - FALSE ALARM FINES	\$3,339	\$15,000	\$15,000	\$11,661	22.3%
54 - INTERGOVERNMENTAL	\$7,846	\$175,490	\$175,490	\$167,644	4.5%
504102 - DISD SCHOOL CROSSING GUARDS	(\$0)	\$35,000	\$35,000	\$35,000	0.0%
504103 - DALLAS COUNTY CROSSING GUARD	\$7,846	\$36,000	\$36,000	\$28,154	21.8%
504109 - REIMB FOR REG EMERG MANAGER	(\$0)	\$104,490	\$104,490	\$104,490	0.0%
55 - INTEREST	\$44,527	\$290,000	\$290,000	\$245,473	15.4%
505101 - INTEREST ON GOVT POOL INVEST	\$731	\$55,000	\$55,000	\$54,269	1.3%
505103 - CERT OF DEPOSIT INTEREST	\$35,659	\$100,000	\$100,000	\$64,341	35.7%
505106 - MONEY MARKET INTEREST	\$8,137	\$135,000	\$135,000	\$126,863	6.0%
57 - RECREATIONAL FEES	\$48,630	\$266,000	\$266,000	\$217,370	18.3%
507102 - RECREATION FEES	\$44,224	\$240,000	\$240,000	\$195,776	18.4%
507104 - SENIOR CENTER ANNUAL USER FEE	(\$0)	\$4,000	\$4,000	\$4,000	0.0%
507107 - RECREATION CENTER CLASSES	\$2,848	\$8,000	\$8,000	\$5,152	35.6%
507108 - RECREATION CENTER SPECIAL EVEN	\$1,559	\$8,000	\$8,000	\$6,441	19.5%
507109 - SENIOR CLASS/TRIPS	(\$0)	-\$6,000	\$6,000	\$6,000	0.0%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND REVENUES AT DECEMBER 31, 2020

REVENUES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
59 - OTHER REVENUES	\$96,887	\$367,880	\$367,880	\$270,993	26.3%
509101 - SALE OF FIXED ASSETS	(\$0)	(\$0)	(\$0)	(\$0)	
509102 - GAIN/ LOSS ON SALE FIXED ASSET	(\$0)	\$0	(\$0)	(\$0)	
509105 - SALE OF MATERIALS	\$228	\$1,000	\$1,000	\$772	22.8%
509201 - INSURANCE RECOVERY	(\$0)	(\$0)	(\$0)	(\$0)	
509501 - COLLECTION OF BAD DEBTS	(\$0)	\$2,000	\$2,000	\$2,000	0.0%
509502 - MISCELLANEOUS W/O	\$37	\$100	\$100	\$63	37.4%
509601 - MISCELLANEOUS	\$29,407	\$65,000	\$65,000	\$35,593	45.2%
509602 - CASH OVER AND SHORT	(\$176)	\$0	(\$0)	\$176	
509603 - COPIES	\$1,863	\$18,000	\$18,000	\$16,137	10.3%
509604 - POLICE ACCIDENT REPORTS	\$863	\$4,500	\$4,500	\$3,637	19.2%
509606 - AUCTION PROCEEDS	(\$0)	\$5,000	\$5,000	\$5,000	0.0%
509607 - ANIMAL PERMITS	(\$0)	\$50	\$50	\$50	0.0%
509609 - RETURN CHECK FEES	\$35	\$230	\$230	\$195	15.2%
509611 - SCRAP METAL SALES	(\$0)	(\$0)	(\$0)	(\$0)	
509612 - CITY SERVICES REIMBURSEMENT	\$10,150	\$58,000	\$58,000	\$47,850	17.5%
509613 - WORKERS COMP REIMBURSEMENT	\$5,754	\$20,000	\$20,000	\$14,246	28.8%
509614 - RENTAL OF TOWER	\$48,725	\$194,000	\$194,000	\$145,275	25.1%
509617 - LEASE INCOME	(\$0)	(\$0)	(\$0)	(\$0)	
509618 - GAS WELL OIL REVENUE	(\$0)	\$0	(\$0)	(\$0)	
81 - OTHER FINANCE SOURCE	\$657,850	\$2,631,399	\$2,631,399	\$1,973,549	25.0%
801102 - TRANSF IN UTILITY FUND WATER	\$440,428	\$1,761,710	\$1,761,710	\$1,321,282	25.0%
801104 - TRANSF IN UTIL FUND SANITATION	\$48,074	\$192,297	\$192,297	\$144,223	25.0%
801108 - TRANSF IN EDC SALES TAX	\$23,060	\$92,242	\$92,242	\$69,182	25.0%
801110 - TRANSF IN HOTEL TAX FUND	\$14,159	\$56,637	\$56,637	\$42,478	25.0%
801150 - TRANSF IN PILOT FRANCHISE TAX	\$132,128	\$528,513	\$528,513	\$396,385	25.0%
Grand Total	\$10,953,645	\$32,619,360	\$32,619,360	\$21,665,715	33.6%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES AT DECEMBER 31, 2020

EXPENDITURES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
0000 - OTHER	\$126,307	\$1,511,250	\$1,511,250	\$1,384,943	8.4%
001 - GENERAL FUND NON-ORG	\$126,307	\$1,511,250	\$1,511,250	\$1,384,943	8.4%
0101 - GENERAL GOVERNMENT	\$626,696	\$3,118,795	\$3,118,795	\$2,492,099	20.1%
01011000 - MAYOR AND COUNCIL	\$27,618	\$140,897	\$140,897	\$113,279	19.6%
01011100 - CITY ADMINISTRATION	\$118,861	\$705,922	\$705,922	\$587,062	16.8%
01011300 - HUMAN RESOURCES	\$62,447	\$348,242	\$348,242	\$285,795	17.9%
01011400 - INFO TECHNOLOGY	\$212,154	\$820,205	\$820,205	\$608,051	25.9%
01011500 - PUBLIC INFORMATION OFFICE	\$27,851	\$168,533	\$168,533	\$140,682	16.5%
01011600 - PUBLIC LIBRARY	\$177,766	\$934,996	\$934,996	\$757,229	19.0%
0102 - FINANCE	\$311,093	\$1,519,742	\$1,519,742	\$1,208,648	20.5%
01022000 - FINANCE ADMINISTRATION	\$186,135	\$792,642	\$792,642	\$606,508	23.5%
01022300 - MUNICIPAL COURT	\$83,119	\$482,262	\$482,262	\$399,143	17.2%
01022500 - PURCHASING	\$23,801	\$113,731	\$113,731	\$89,930	20.9%
01022700 - CITY MARSHAL	\$18,038	\$131,107	\$131,107	\$113,068	13.8%
0104 - PARK AND RECREATION	\$702,057	\$3,884,640	\$3,884,640	\$3,182,583	18.1%
01044000 - PARK & REC ADMINISTRATION	\$55,863	\$254,663	\$254,663	\$198,800	21.9%
01044100 - REC PROGRAM ADMIN	\$86,282	\$396,028	\$396,028	\$309,745	21.8%
01044101 - REC PROGRAM CLASSES	\$129	\$5,682	\$5,682	\$5,553	2.3%
01044200 - SPECIAL EVENTS ADMIN	\$25,365	\$208,183	\$208,183	\$182,818	12.2%
01044300 - ATHLETIC PROGRAMMING	\$75,834	\$425,373	\$425,373	\$349,539	17.8%
01044500 - HORTICULTURE	\$35,905	\$176,298	\$176,298	\$140,393	20.4%
01044600 - PARK GROUNDS MAINTENANCE	\$205,453	\$1,327,185	\$1,327,185	\$1,121,732	15.5%
01044800 - BUILDING MAINTENANCE	\$195,349	\$881,280	\$881,280	\$685,931	22.2%
01044900 - SENIOR CENTER	\$21,878	\$204,749	\$204,749	\$182,872	10.7%
01044901 - SENIOR CENTER CLASSES	\$0	\$4,600	\$4,600	\$4,600	0.0%
01044911 - SENIOR CENTER TRIPS	\$0	\$600	\$600	\$600	0.0%
0105 - POLICE	\$2,080,131	\$9,694,511	\$9,694,511	\$7,614,380	21.5%
01055000 - POLICE ADMINISTRATION	\$115,925	\$552,907	\$552,907	\$436,982	21.0%
01055100 - PATROL	\$999,812	\$4,832,383	\$4,832,383	\$3,832,571	20.7%
01055200 - CRIMINAL INVESTIGATION	\$307,079	\$1,492,834	\$1,492,834	\$1,185,755	20.6%
01055300 - ANIMAL CONTROL	\$111,891	\$477,758	\$477,758	\$365,867	23.4%
01055400 - SCHOOL GUARDS	\$19,183	\$85,211	\$85,211	\$66,028	22.5%
01055500 - CRIME PREVENTION	\$31,543	\$151,748	\$151,748	\$120,205	20.8%
01055700 - RECORDS	\$305,690	\$1,319,716	\$1,319,716	\$1,014,026	23.2%
01055800 - DETENTION SERVICES	\$86,446	\$270,000	\$270,000	\$183,554	32.0%
01055900 - POLICE SPECIAL SERVICES	\$102,561	\$511,954	\$511,954	\$409,392	20.0%
0106 - PUBLIC WORKS	\$853,110	\$6,874,523	\$6,939,916	\$6,086,806	12.3%
01066000 - ENGINEERING	\$85,562	\$387,903	\$387,903	\$302,341	22.1%
01066100 - BUILDING INSPECTION	\$107,378	\$507,481	\$549,773	\$442,395	19.5%
01066200 - STREET MAINTENANCE	\$294,797	\$3,543,590	\$3,543,590	\$3,248,793	8.3%
01066300 - TRAFFIC OPERATIONS	\$113,532	\$926,743	\$926,743	\$813,211	12.3%
01066400 - PLANNING	\$31,649	\$159,358	\$159,358	\$127,709	19.9%
01066500 - CODE SERVICES	\$62,709	\$266,308	\$289,409	\$226,700	21.7%
01066700 - EQUIPMENT SERVICES	\$157,483	\$1,083,139	\$1,083,139	\$925,656	14.5%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES AT DECEMBER 31, 2020

EXPENDITURES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
0107 - FIRE	\$1,384,586	\$7,072,886	\$7,072,886	\$5,688,301	19.6%
01077000 - FIRE ADMINISTRATION	\$115,237	\$649,945	\$649,945	\$534,708	17.7%
01077100 - FIRE PREVENTION	\$50,286	\$254,258	\$254,258	\$203,972	19.8%
01077200 - FIRE SUPPRESSION	\$888,098	\$4,330,457	\$4,330,457	\$3,442,358	20.5%
01077300 - ADVANCED LIFE SUPPORT	\$329,463	\$1,697,817	\$1,697,817	\$1,368,354	19.4%
01077500 - EMERGENCY MANAGEMENT ADMIN	\$1,501	\$140,409	\$140,409	\$138,908	1.1%
0108 - NON DEPARTMENTAL	\$33,259	\$589,792	\$594,792	\$561,533	5.6%
01088000 - GENERAL NON DEPARTMENTAL	\$33,259	\$589,792	\$594,792	\$561,533	5.6%
Total Operating Expenses & Transfers Out	\$6,117,239	\$34,266,139	\$34,336,532	\$28,219,293	17.8%

Attachment 1

CITY OF DUNCANVILLE

UTILITY FUND AT DECEMBER 31, 2020

REVENUES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
41 - WATER	\$1,465,292	\$8,216,000	\$8,216,000	\$6,750,708	17.8%
510101 - WATER SALES	\$958,844	\$5,400,000	\$5,400,000	\$4,441,156	17.8%
510102 - WATER TAPS	\$6,607	\$10,000	\$10,000	\$3,393	66.1%
510104 - MULTI-FAMILY WATER SALES	\$139,969	\$770,000	\$770,000	\$630,031	18.2%
510105 - COMMERCIAL WATER SALES	\$222,782	\$1,360,000	\$1,360,000	\$1,137,218	16.4%
510106 - WATER SALES OTHER	\$223	\$1,000	\$1,000	\$777	22.3%
510107 - WATER SALES IRRIGATION	\$108,680	\$510,000	\$510,000	\$401,320	21.3%
510108 - SCHOOL WATER SALES	\$28,187	\$165,000	\$165,000	\$136,813	17.1%
42 - SEWER	\$1,687,197	\$9,551,600	\$9,551,600	\$7,864,403	17.7%
511101 - SEWER SERVICE	\$1,152,492	\$6,500,000	\$6,500,000	\$5,347,508	17.7%
511102 - SEWER TAPS	(\$0)	\$3,600	\$3,600	\$3,600	0.0%
511105 - MULTI-FAMILY SEWER SERVICE	\$265,889	\$1,455,000	\$1,455,000	\$1,189,111	18.3%
511106 - COMMERCIAL SEWER SERVICE	\$246,761	\$1,470,000	\$1,470,000	\$1,223,239	16.8%
511108 - SCHOOL WASTEWATER SALES	\$22,055	\$123,000	\$123,000	\$100,945	17.9%
45 - PENALTIES	\$46,654	\$165,000	\$165,000	\$118,346	28.3%
513101 - PENALTIES	\$46,654	\$165,000	\$165,000	\$118,346	28.3%
54 - INTERGOVERNMENTAL	(\$0)	\$600	\$600	\$600	0.0%
504111 - REIMB FOR SUMMIT TANK FROM CH	(\$0)	\$600	\$600	\$600	0.0%
55 - INTEREST	\$14,756	\$120,000	\$120,000	\$105,244	12.3%
505101 - INTEREST ON GOVT POOL INVEST	\$203	\$120,000	\$120,000	\$119,797	0.2%
505103 - CERT OF DEPOSIT INTEREST	\$10,048	(\$0)	(\$0)	(\$10,048)	
505106 - MONEY MARKET INTEREST	\$4,504	(\$0)	(\$0)	(\$4,504)	
59 - OTHER REVENUES	\$41,500	\$169,500	\$169,500	\$128,000	24.5%
509101 - SALE OF FIXED ASSETS	(\$0)	(\$0)	(\$0)	(\$0)	
509301 - REFUNDS FROM TRA	(\$0)	(\$0)	(\$0)	(\$0)	
509401 - SERVICE CHARGES	\$36,235	\$130,000	\$130,000	\$93,765	27.9%
509601 - MISCELLANEOUS	\$250	\$5,000	\$5,000	\$4,750	5.0%
509602 - CASH OVER AND SHORT	\$203	(\$0)	(\$0)	(\$203)	
509609 - RETURN CHECK FEES	\$1,575	\$5,000	\$5,000	\$3,425	31.5%
509611 - SCRAP METAL SALES	(\$0)	\$3,500	\$3,500	\$3,500	0.0%
509612 - CITY SERVICES REIMBURSEMENT	\$3,237	\$26,000	\$26,000	\$22,763	12.5%
Grand Total	\$3,255,399	\$18,222,700	\$18,222,700	\$14,967,301	17.9%

EXPENDITURES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
002 - UTILITY FUND NON-ORG	\$1,822,556	\$7,290,223	\$7,290,223	\$5,467,667	25.0%
02311000 - UTILITIES ADMINISTRATION	\$74,604	\$384,747	\$384,747	\$310,143	19.4%
02312000 - WATER SERVICES	\$608,179	\$4,643,674	\$4,643,924	\$4,035,745	13.1%
02313000 - WASTEWATER SERVICES	\$1,388,721	\$5,796,452	\$5,796,202	\$4,407,480	24.0%
02411000 - UTILITIES ACCOUNTING	\$237,562	\$1,091,798	\$1,174,173	\$936,611	20.2%
Grand Total	\$4,131,622	\$19,206,894	\$19,289,268	\$15,157,646	21.4%

Attachment 1

CITY OF DUNCANVILLE

SANITATION FUND AT DECEMBER 31, 2020

	YTD	ORIGINAL	REVISED	YTD LEFT IN	% OF
REVENUES	ACTUAL	BUDGET	BUDGET	BUDGET	ANNUAL
43 - GARBAGE	\$648,258	\$4,168,000	\$4,168,000	\$3,519,742	15.6%
512101 - RESIDENTIAL GARBAGE	\$612,082	\$3,420,000	\$3,420,000	\$2,807,918	17.9%
512104 - LANDFILL COMMERCIAL	(\$0)	\$430,000	\$430,000	\$430,000	0.0%
512105 - COMMERCIAL COLLECT FRANCHISE	\$18,872	\$220,000	\$220,000	\$201,128	8.6%
512106 - COMMERCIAL GARBAGE	\$17,303	\$98,000	\$98,000	\$80,697	17.7%
55 - INTEREST	\$172	\$6,000	\$6,000	\$5,828	2.9%
505101 - INTEREST ON GOVT POOL INVEST	\$172	\$6,000	\$6,000	\$5,828	2.9%
505103 - CERT OF DEPOSIT INTEREST	(\$0)	(\$0)	(\$0)	(\$0)	
Grand Total	\$648,429	\$4,174,000	\$4,174,000	\$3,525,571	15.5%

	YTD	ORIGINAL	REVISED	YTD LEFT IN	% OF
EXPENDITURES	ACTUAL	BUDGET	BUDGET	BUDGET	ANNUAL
019 - SANITATION NON-ORG	\$85,574	\$342,297	\$342,297	\$256,723	25.0%
19011000 - SANITATION ADMIN	\$606,809	\$3,796,084	\$3,796,084	\$3,189,274	16.0%
19012000 - LITTER CONTROL CREW	\$49,559	\$249,188	\$249,188	\$199,629	19.9%
Grand Total	\$741,942	\$4,387,569	\$4,387,569	\$3,645,627	16.9%

Attachment 1

CITY OF DUNCANVILLE

ECONOMIC DEVELOPMENT AT DECEMBER 31, 2020

REVENUES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
51 - TAXES	\$212,210	\$2,438,231	\$2,438,231	\$2,226,021	8.7%
501203 - ECONOMIC DEVELOPMENT SALES TAX	\$212,210	\$2,438,231	\$2,438,231	\$2,226,021	8.7%
55 - INTEREST	\$208	\$20,000	\$20,000	\$19,792	1.0%
505101 - INTEREST ON GOVT POOL INVEST	\$208	\$20,000	\$20,000	\$19,792	1.0%
505103 - CERT OF DEPOSIT INTEREST	(\$0)	(\$0)	(\$0)	(\$0)	
Grand Total	\$212,417	\$2,458,231	\$2,458,231	\$2,245,814	8.6%

EXPENDITURES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
012 - ECONOMIC DEVELOP NON-ORG	\$23,060	\$630,042	\$630,042	\$606,982	3.7%
12011000 - ECONOMIC DEVELOPMENT ADMIN	\$53,854	\$335,478	\$335,478	\$281,624	16.1%
12011100 - KEEP DUNCANVILLE BEAUTIFUL	\$883	\$12,000	\$12,000	\$11,117	7.4%
12011600 - DEBT SERVICE EDC	\$0	\$488,346	\$488,346	\$488,346	0.0%
12011700 - SUSTAINABLE BEAUTIFICATION	\$0	\$15,000	\$15,000	\$15,000	0.0%
12011800 - BEAUTIFICATION	\$16,495	\$126,777	\$126,777	\$110,282	13.0%
12051000 - DESIGN INCENTIVES	\$0	\$190,000	\$190,000	\$190,000	0.0%
12051100 - FAÇADE INCENTIVES	\$0	\$60,000	\$60,000	\$60,000	0.0%
12051200 - GRANTS/REBATE INCENTIVES	\$0	\$0	\$0	\$0	
12052000 - EDC SPECIAL PROJECTS	\$39,036	\$0	\$204,075	\$165,039	19.1%
Grand Total	\$133,329	\$1,857,644	\$2,061,719	\$1,928,390	6.5%

Attachment 1

CITY OF DUNCANVILLE

FIELDHOUSE FUND AT DECEMBER 31, 2020

REVENUES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
48 - SPORTS FACILITY	\$87,211	\$616,000	\$616,000	\$528,789	14.2%
520101 - SPONSORSHIP REVENUE	\$14,325	\$50,000	\$50,000	\$35,675	28.7%
520120 - FOOD SALES	\$24,191	\$157,000	\$157,000	\$132,809	15.4%
520130 - BEVERAGE SALES	\$19,531	\$80,000	\$80,000	\$60,469	24.4%
520140 - MERCHANDISE REVENUE	\$39	\$5,000	\$5,000	\$4,961	0.8%
520170 - OTHER SPORTS ACTIVITY REV	\$19,150	\$68,000	\$68,000	\$48,850	28.2%
520180 - CAMP/AFTERSCHOOL PROG REV	(\$0)	\$226,000	\$226,000	\$226,000	0.0%
520190 - CLASS REVENUE	\$9,975	\$30,000	\$30,000	\$20,025	33.3%
59 - OTHER REVENUES	\$143,098	\$469,390	\$469,390	\$326,292	30.5%
509601 - MISCELLANEOUS	\$55,712	\$80,390	\$80,390	\$24,678	69.3%
509602 - CASH OVER AND SHORT	\$177	(\$0)	(\$0)	(\$177)	
509606 - AUCTION PROCEEDS	(\$0)	(\$0)	(\$0)	(\$0)	
509615 - RENTAL	\$5,599	\$34,000	\$34,000	\$28,401	16.5%
509620 - RENTALS- BASKETBALL	\$64,651	\$325,000	\$325,000	\$260,349	19.9%
509621 - RENTALS- VOLLEYBALL	\$16,959	\$30,000	\$30,000	\$13,041	56.5%
81 - OTHER FINANCE SOURCE	(\$0)	\$537,800	\$537,800	\$537,800	0.0%
801129 - TRANSF IN DCEDC	(\$0)	\$537,800	\$537,800	\$537,800	0.0%
Grand Total	\$230,309	\$1,623,190	\$1,623,190	\$1,392,881	14.2%

EXPENDITURES	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
456 - FIELDHOUSE NON-ORG	\$0	\$538,300	\$538,300	\$538,300	0.0%
45601000 - FH ADMIN/OPS	\$150,614	\$924,580	\$924,580	\$773,966	16.3%
45602000 - FH CAFÉ/ FOOD COURT	\$31,267	\$131,740	\$131,740	\$100,473	23.7%
45602500 - FH GENERAL STORE	\$314	\$3,750	\$3,750	\$3,437	8.4%
45651100 - FIELDHOUSE CAMPS	\$0	\$83,500	\$83,500	\$83,500	0.0%
45651200 - FIELDHOUSE CLASSES	\$0	\$0	\$0	\$0	
45651300 - FIELDHOUSE OTHER ACTIVITIES	\$883	\$9,550	\$9,550	\$8,667	9.2%
Grand Total	\$183,078	\$1,691,420	\$1,691,420	\$1,508,342	10.8%

Attachment 1

CITY OF DUNCANVILLE

COMPREHENSIVE SELF-INSURANCE FUND AT DECEMBER 31, 2020

	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
REVENUES					
46 - PREMIUMS AND OTHER	\$116,907	\$468,205	\$468,205	\$351,298	25.0%
514107 - GENERAL FUND CONTRIBUTIONS	\$94,978	\$380,489	\$380,489	\$285,511	25.0%
514108 - UTILITY FUND CONTRIBUTIONS	\$12,965	\$51,861	\$51,861	\$38,896	25.0%
514109 - HOTEL TAX FUND CONTRIBUTIONS	\$889	\$3,557	\$3,557	\$2,668	25.0%
514110 - EDC FUND CONTRIBUTIONS	\$2,907	\$11,628	\$11,628	\$8,721	25.0%
514111 - SANITATION FUND CONTRIBUTIONS	\$2,203	\$8,812	\$8,812	\$6,609	25.0%
514112 - DRAINAGE FUND CONTRIBUTIONS	\$1,186	\$4,743	\$4,743	\$3,557	25.0%
514113 - FIELDHOUSE FUND CONTRIBUTIONS	\$1,779	\$7,115	\$7,115	\$5,336	25.0%
55 - INTEREST	\$101	\$6,000	\$6,000	\$5,899	1.7%
505101 - INTEREST ON GOVT POOL INVEST	\$101	\$6,000	\$6,000	\$5,899	1.7%
Grand Total	\$117,009	\$474,205	\$474,205	\$357,196	24.7%

	YTD ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	YTD LEFT IN BUDGET	% OF ANNUAL BUDGET YTD
EXPENDITURES					
008 - COMPREHENSIVE INSURANCE NONORG					
700446 - INSURANCE PREMIUMS TML	\$321,011	\$365,141	\$365,141	\$44,130	87.9%
700455 - WORKERS COMPENSATION CLAIMS	\$3,157	\$280,000	\$280,000	\$276,843	1.1%
700456 - LIABILITY CLAIMS	\$1,131	\$61,200	\$61,200	\$60,069	1.8%
Grand Total	\$325,299	\$706,341	\$706,341	\$381,042	46.1%

Attachment 1

CITY OF DUNCANVILLE

ONE-TIME PROJECTS AT DECEMBER 31, 2020

	DESCRIPTION	DEPT	PROJECT TO DATE ACTUAL	TOTAL PROJECT BUDGET	TOTAL REMAINING BUDGET	PROJECT FINANCIAL STATUS
1	FY18 ZONING ORDINANCE UPDATE	PW	142,519	150,000	7,481	
2	FY19 ROOF REPLACEMENT	PARKS	680,385	1,637,250	956,865	
3	FY19 PUBLIC WORKS ERP SYSTEM	PW	190,144	226,000	35,856	
4	FY19 US 67 GATEWAY SIGNAGE	PW	24,000	500,000	476,000	
5	MAIN ST CORRIDOR STUDY	PW	-	150,000	150,000	
6	FY 20 SECURITY UPGRADES (CAMERAS)	GEN GOV	-	115,000	115,000	ON HOLD
7	FY 20 PYBURN PARK FITNESS EQUIPMENT	PARKS	43,574	50,000	6,426	
8	FY 20 BI LASERFICHE	PW	-	10,000	10,000	
9	FY 20 FUEL TANKS	PW	11,797	141,508	129,711	
10	FY 20 LED LIGHTING AMPHITHEATRE	PARKS	-	20,000	20,000	ON HOLD
11	FY20 & FY21 RESERVED FOR P-25 COMPLIANT RADIOS	POL/FIRE	-	1,188,003	1,188,003	
	TOTAL ONE TIME PROJECT BUDGET		\$1,092,419	\$4,187,761	\$3,095,342	

Unallocated Budget - Savings/(Overages) from Completed Projects \$85,613

Note: Completed projects are highlighted in yellow.

CIP PROJECTS AS OF 12-31-2020

CIP PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECT TO DATE BUDGET	STATUS
ALCI - ALLEY CIP					
PWAL00002 - FY19 MADRID ALLEY RECONSTRUCTION	\$15,221.80	\$0.00	\$40,666.68	\$354,415.00	
PWALDR001 - FY20 DIGITIZE ALLEY/DRAINAGE DWGS	\$0.00	\$0.00	\$0.00	\$10,000.00	
ALCI - ALLEY CIP Total	\$15,221.80	\$0.00	\$40,666.68	\$364,415.00	
BWCI - BAG WALL CIP					
PWDR00010 - 370 MEADOWCREEK BAGWALL	\$11,449.75	\$1,300.75	\$12,750.50	\$179,696.26	
BWCI - BAG WALL CIP Total	\$11,449.75	\$1,300.75	\$12,750.50	\$179,696.26	
DRCI - DRAINAGE CIP					
PWDR00002 - FY18 LONGWORTH BLVD DRAINAGE IMPROV	\$7,277.60	\$112.00	\$37,511.60	\$54,165.00	COMPLETE
PWDR00003 - FY18 WILLOW RUN PARK DRAINAGE IMPRV	\$10,584.00	\$0.00	\$40,307.50	\$59,150.00	
PWDR00004 - FY18 LAKESIDE PARK DRAINAGE IMPROV	\$4,230.40	\$0.00	\$32,570.50	\$45,190.00	
PWDR00005 - FY18 FERGUSON DRAIN/EROSION/PAVING	\$379,658.99	\$0.00	\$389,658.99	\$444,658.74	
PWDR00007 - FY19 MADRID ALLEY RECONSTRUCTION	\$11,653.83	\$0.00	\$12,929.20	\$42,929.20	
PWDR00009 - FY19 MEADOWCREEK 370 DRAINAGE IMPRV	\$36,030.75	\$202.35	\$40,733.10	\$332,141.00	
DRCI - DRAINAGE CIP Total	\$449,435.57	\$314.35	\$553,710.89	\$978,233.94	
LSCI - LANDSCAPE CIP					
PWST00002 - US67 LANDSCAPE MASTER PLAN	\$35,450.00	\$9,797.00	\$159,905.63	\$167,886.37	
LSCI - LANDSCAPE CIP Total	\$35,450.00	\$9,797.00	\$159,905.63	\$167,886.37	
PBCI - PIPE BURSTING CIP					
PWWW00002 - FY18 PIPEBURSTING PROGRAM	\$94,732.13		\$1,894,642.54	\$1,894,642.54	COMPLETE
PWWW00013 - FY20 PIPEBURSTING	\$820,329.27		\$820,329.27	\$1,162,258.75	
PWWW00017 - FY 21 PIPEBURSTING		\$0.00	\$0.00	\$996,483.00	
PBCI - PIPE BURSTING CIP Total	\$915,061.40	\$0.00	\$2,714,971.81	\$4,053,384.29	
SDCI - STUDY CIP					
PWWR00005 - FY18 WATER MASTER PLAN	\$549.00		\$64,800.00	\$64,800.00	COMPLETE
PWWW00003 - FY18 WASTEWATER MASTER PLAN	\$2,745.00		\$78,400.00	\$78,400.00	COMPLETE
SDCI - STUDY CIP Total	\$3,294.00		\$143,200.00	\$143,200.00	

CIP PROJECTS AS OF 12-31-2020

CIP PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECT TO DATE BUDGET	STATUS
SKCI - SIDEWALK CIP					
PWST00005 - FY19 SIDEWALK PROGRAM					COMPLETE
PWST00005 -CONSTRUCT - -	\$292,581.00	(\$29,258.10)	\$263,322.90	\$347,925.00	
PWST00005 -GRANT -FEDERAL -	(\$120,370.00)		(\$120,370.00)	\$0.00	
PWST00005 -TESTING - -	\$0.00	\$0.00	\$0.00	\$1,000.00	
SKCI - SIDEWALK CIP Total	\$172,211.00	(\$29,258.10)	\$142,952.90	\$348,925.00	
STCI - STREET CIP					
PWST00006 - FY19 DANIELDALE BIKE FACILITY STUDY	\$21,700.93		\$49,189.91	\$51,600.00	COMPLETE
PWST00007 - WINTERGREEN - DALLAS COUNTY PARTNER	\$60,666.00	\$0.00	\$60,666.00	\$61,000.00	
PWST00008 - STREET IMPROVEMENT @ E.CARR		\$0.00	\$0.00	\$150,000.00	
PWST00009 - STREETS - SWAN RIDGE & BEAVER CREEK		\$0.00	\$0.00	\$96,685.00	
STCI - STREET CIP Total	\$82,366.93	\$0.00	\$109,855.91	\$359,285.00	
WRCI - WATER LINE CIP					
PWWR00001 - FY18 CENTER ST & CENTER RIDGE APTS	\$1,669,570.49	\$0.00	\$1,814,867.59	\$1,834,077.00	COMPLETE
PWWR00003 - FY18 IRWIN KEASLER WATER MAIN IMPRV	\$747,974.93	\$0.00	\$862,801.74	\$930,588.00	COMPLETE
PWWR00004 - FY18 GREENBRIAR ESTATES IMPROVEMENT	\$371,990.04	\$0.00	\$487,517.49	\$1,323,663.35	PH 1 COMPLETE
PWWR00006 - FY18 FOREST HILLS-S ALEXANDER WTR	\$374,614.18	\$0.00	\$404,839.18	\$409,251.74	COMPLETE
PWWR00007 - FY19 LINK DR WATER IMPROVEMENTS	\$327,223.59	\$0.00	\$363,666.44	\$392,920.57	COMPLETE
PWWR00008 - FY19 LAKESIDE DR WATER IMPROVEMENTS	\$275,489.36	\$0.00	\$288,989.36	\$310,255.00	COMPLETE
PWWR00009 - FY19 COCKRELL HILL WATER IMPROVE	\$42,659.69	\$0.00	\$42,659.69	\$64,233.84	
PWWR00011 - FY19 DANIELDALE MAIN TO 67	\$99,261.80	\$9,002.73	\$130,094.66	\$3,054,594.18	
PWWR00013 - FY20 MAIN & CAMP WISDOM WTR IMPROVE	\$0.00	\$0.00	\$0.00	\$13,608.34	
PWWR00015 - WATER - E. CARR - N. MAIN TO ORIOLE		\$0.00	\$0.00	\$97,000.00	
PWWR00016 - WATER IMRPOV @ SWAN RIDGE		\$0.00	\$0.00	\$66,595.00	
PWWR00019 - WATER @ WREN AVE		\$0.00	\$0.00	\$34,006.00	
WRCI - WATER LINE CIP Total	\$3,908,784.08	\$9,002.73	\$4,395,436.15	\$8,530,793.02	

CIP PROJECTS AS OF 12-31-2020

CIP PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECT TO DATE BUDGET	STATUS
WTCT - WATER TANK CIP					
PWWR00002 - DANIELDALE PUMP STA REHABILITATION	\$107,877.75	\$0.00	\$213,431.40	\$2,429,472.00	COMPLETE
PWWR00012 - EMERGENCY GENERATOR @ SUMMIT	\$0.00	\$0.00	\$0.00	\$200,000.00	
PWWR00018 - FY21 REBUILD CHLORINE ROOM		\$12,180.09	\$12,180.09	\$48,624.00	
PWWT00001 - N MAIN PS PH 2 VFD & SCADA IMPROVE			\$826,721.19	\$939,408.00	
PWWT00003 - N. MAIN WATER TANK LED LIGHTING	\$13,873.66		\$13,873.66	\$15,000.00	
PWWT00004 - CLARK TOWER SECURITY CAMERAS		\$0.00	\$0.00	\$50,000.00	
WTCT - WATER TANK CIP Total	\$121,751.41	\$12,180.09	\$1,066,206.34	\$3,682,504.00	
WWCI - WASTEWATER CIP					
PWWW00001 - FY18 CENTER ST & CENTER RIDGE APTS	\$292,980.00	\$0.00	\$354,924.90	\$550,891.00	COMPLETE
PWWW00004 - FY18 FOREST HILLS S ALEXANDER WASTE	\$272,161.28	\$0.00	\$302,386.28	\$374,702.64	COMPLETE
PWWW00005 - FY18 GREENBRIAR WASTEWATER IMPROVE	\$168,051.30	\$0.00	\$242,854.30	\$645,877.34	PH 1 COMPLETE
PWWW00006 - FY19 COCKRELL HILL WASTEWATER IMPRO	\$42,659.70	\$0.00	\$42,659.70	\$64,233.84	
PWWW00008 - FY19 DANIELDALE MAIN-67	\$60,266.04	\$5,465.94	\$78,985.96	\$1,153,371.17	
PWWW00010 - FY20 MAIN/CAMP WISDOM WW IMPRVMTS	\$0.00	\$0.00	\$0.00	\$13,608.34	
PWWW00014 - WASTEWATER - E. CARR - MAIN ORIOLE		\$0.00	\$0.00	\$97,000.00	
PWWW00015 - WASTEWATER @ SWAN RIDGE		\$0.00	\$0.00	\$35,575.00	
WWCI - WASTEWATER CIP Total	\$836,118.32	\$5,465.94	\$1,021,811.14	\$2,935,259.33	
US 67 GATEWAY SIGNAGE PROJECT					
OTPW00004 - FY19 US67 GATEWAY SIGNAGE					
OTPW00004 -CITY FUNDING	(\$500,000.00)		(\$500,000.00)	\$0.00	
OTPW00004 -CONSTRUCT - -	\$0.00	\$0.00	\$0.00	\$476,000.00	
OTPW00004 -DESIGN - -	\$14,400.00		\$24,000.00	\$24,000.00	
PWST00002 - US67 LANDSCAPE MASTER PLAN	\$35,450.00	\$9,797.00	\$159,905.63	\$167,886.37	
US 67 GATEWAY SIGNAGE PROJECT	(\$450,150.00)	\$9,797.00	(\$316,094.37)	\$667,886.37	

BOND PROJECTS AS OF 12-31-2020

BOND PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECTED BUDGET	STATUS
PROPOSITION A - PARK BOND PROJECTS			(\$6,600,000.00)		
PKBD00001 - CITYWIDE TRAILS IMPLEMENTATION					
PKBD00001 -BOND FUNDS- -			(\$1,500,000.00)		
PKBD00001 -CONSTRUCT -PHASE1 -			\$0.00	\$300,000.00	
PKBD00001 -CONSTRUCT -PHASE2 -			\$0.00	\$600,000.00	
PKBD00001 -CONSTRUCT -PHASE3 -			\$0.00	\$600,000.00	
PKBD00001 - CITYWIDE TRAILS IMPLEMENTATION Total	\$0.00	\$0.00	(\$1,500,000.00)	\$1,500,000.00	
PKBD00002 - ROTARY PARKING LOT					
PKBD00002 -BOND FUNDS- -			(\$50,000.00)		
PKBD00002 -CONSTRUCT - -			\$17,405.46	\$50,000.00	
PKBD00002 - ROTARY PARKING LOT Total	\$0.00	\$0.00	(\$32,594.54)	\$50,000.00	COMPLETE
PKBD00003 - LAKESIDE PARK PAVILION					
PKBD00003 -BOND FUNDS- -			(\$400,000.00)		
PKBD00003 -CONSTRUCT - -	\$335,500.36	\$52,235.21	\$387,735.57	\$400,000.00	
PKBD00003 - LAKESIDE PARK PAVILION Total	\$335,500.36	\$52,235.21	(\$12,264.43)	\$400,000.00	
PKBD00004 - HARRINGTON PARK PAVILION					
PKBD00004 -BOND FUNDS- -			(\$400,000.00)		
PKBD00004 -CONSTRUCT - -			\$0.00	\$400,000.00	
PKBD00004 - HARRINGTON PARK PAVILION Total	\$0.00	\$0.00	(\$400,000.00)	\$400,000.00	
PKBD00005 - ARMSTRONG KIDSVILLE AND SPLASHPAD					
PKBD00005 -BOND FUNDS- -			(\$2,250,000.00)		
PKBD00005 -GRANT FUNDS- -			(\$750,000.00)		
PKBD00005 -CONSTRUCT - -	\$2,325.00	\$0.00	\$2,325.00	\$2,025,000.00	
PKBD00005 -DESIGN - -	\$162,772.74	\$12,375.00	\$219,697.74	\$225,000.00	
PKBD00005 - ARMSTRONG KIDSVILLE AND SPLASHPAD Total	\$165,097.74	\$12,375.00	(\$2,777,977.26)	\$2,250,000.00	
PKBD00006 - HARRINGTON IMPROVEMENTS					
PKBD00006 -BOND FUNDS- -			(\$2,000,000.00)		
PKBD00006 -CONSTRUCT - -			\$0.00	\$1,800,000.00	
PKBD00006 -DESIGN - -	\$23,235.65		\$23,235.65	\$320,000.00	
PKBD00006 - HARRINGTON IMPROVEMENTS Total	\$23,235.65	\$0.00	(\$1,976,764.35)	\$2,120,000.00	

NOTE: The negative amounts are revenues/funding sources. Projects without funding sources listed here are funded through internal funding sources such as Utility CIP funds.

BOND PROJECTS AS OF 12-31-2020

BOND PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECTED BUDGET	STATUS
PROPOSITION B - STREET BOND PROJECTS			(\$6,600,000.00)		
DANIELDALE RD (\$ MAIN - US 67) BOND					
PWBD00001 -BOND FUNDS- -			(\$3,100,000.00)		
PWBD00001 -CONSTRUCT - -			\$0.00	\$2,793,787.81	
PWBD00001 -DESIGN - -	\$194,978.47	\$17,683.94	\$255,542.99	\$258,087.38	
PWBD00001 -TESTING - -			\$0.00	\$27,361.66	
PWBD00001 - DANIELDALE RD (\$ MAIN - US 67) BOND Total	\$194,978.47	\$17,683.94	(\$2,844,457.01)	\$3,079,236.85	
DANIELDALE RD (\$ MAIN - US 67) WATER - INTERNAL CIP FUNDING					
PWWR00011 -CONSTRUCT - -			\$0.00	\$2,890,328.21	
PWWR00011 -DESIGN - -	\$99,261.80	\$9,002.73	\$130,094.66	\$136,059.98	
PWWR00011 -TESTING - -		\$0.00	\$0.00	\$28,205.99	
DANIELDALE RD (\$ MAIN - US 67) WATER TOTAL	\$99,261.80	\$9,002.73	\$130,094.66	\$3,054,594.18	
DANIELDALE RD (\$ MAIN - US 67) WASTEWATER - INTERNAL CIP FUNDING					
PWWW00008 -CONSTRUCT - -			\$0.00	\$1,054,876.19	
PWWW00008 -DESIGN - -	\$60,266.04	\$5,465.94	\$78,985.96	\$88,062.63	
PWWW00008 -TESTING - -		\$0.00	\$0.00	10432.35	
DANIELDALE RD (\$ MAIN - US 67) WASTEWATER TOTAL	\$60,266.04	\$5,465.94	\$78,985.96	\$1,153,371.17	
DANIELDALE RD (\$ MAIN - US 67) PROJECT TOTAL	\$354,506.31	\$32,152.61	(\$2,635,376.39)	\$7,287,202.20	

NOTE: The negative amounts are revenues/funding sources. Projects without funding sources listed here are funded through internal funding sources such as Utility CIP funds.

BOND PROJECTS AS OF 12-31-2020

BOND PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECTED BUDGET	STATUS
MAIN STREET BOND PROJECT					
FY19 MAIN ST. CORRIDOR STUDY					
OTPW00005 -OTP FUNDING			(\$150,000.00)	\$0.00	
OTPW00005 -PROJ - -			\$0.00	\$150,000.00	
OTPW00005 - FY19 MAIN ST. CORRIDOR STUDY Total	\$0.00	\$0.00	(\$150,000.00)	\$150,000.00	
MAIN STREET BOND					
PWBD00002 -BOND FUNDS- -			(\$1,500,000.00)		
PWBD00002 -CONSTRUCT			\$0.00	\$1,350,000.00	
PWBD00002 -DESIGN			\$0.00	\$150,000.00	
MAIN STREET BOND Total			(\$1,500,000.00)	\$1,500,000.00	
FY20 MAIN & CAMP WISDOM WTR IMPROVEMENT - INTERNAL CIP FUNDING					
PWWR00013 -DESIGN - -			\$0.00	\$23,000.00	
PWWR00013 -CONSTRUCT			\$0.00	\$377,500.00	
FY20 MAIN & CAMP WISDOM WTR IMPROVEMENT Total		\$0.00	\$0.00	\$400,500.00	
FY20 MAIN/CAMP WISDOM WW IMPRVMTS - INTERNAL CIP FUNDING					
PWWW00010 -DESIGN - -			\$0.00	\$23,000.00	
PWWW00010 -CONSTRUCT - -			\$0.00	\$377,500.00	
FY20 MAIN/CAMP WISDOM WW IMPRVMTS Total		\$0.00	\$0.00	\$400,500.00	
MAIN STREET PROJECT TOTAL		\$0.00	(\$1,650,000.00)	\$2,451,000.00	
CEDAR RIDGE B-STONE/WHEATLAND BOND					
PWBD00003 -BOND FUNDS- -			(\$2,000,000.00)		
PWBD00003 -CONSTRUCT			\$0.00	\$1,800,000.00	
PWBD00003 -DESIGN			\$0.00	\$200,000.00	
CEDAR RIDGE B-STONE/WHEATLAND BOND Total			(\$2,000,000.00)	\$2,000,000.00	
WATER/WASTEWATER IMPROVEMENTS - CEDAR RIDGE (FY 2024-2025) - INTERNAL CIP FUNDING					
WATER/WASTEWATER DESIGN			\$0.00	\$100,000.00	
WATER/WASTEWATER CONSTRUCTION			\$0.00	\$1,000,000.00	
WATER/WASTEWATER IMPROVEMENTS - CEDAR RIDGE TOTAL			\$0.00	\$1,100,000.00	
CEDAR RIDGE PROJECT TOTAL			(\$2,000,000.00)	\$3,100,000.00	

NOTE: The negative amounts are revenues/funding sources. Projects without funding sources listed here are funded through internal funding sources such as Utility CIP funds.

BOND PROJECTS AS OF 12-31-2020

BOND PROJECTS	2020 ACTUAL	2021 ACTUAL	PROJECT TO DATE ACTUALS	PROJECTED BUDGET	STATUS
PROPOSITION C- FIRE STATION BOND			(\$6,000,000.00)		
PWBD00005 -BOND FUNDS- -			(\$6,000,000.00)		
PWBD00005 -DESIGN - -	\$97,970.00	\$0.00	\$97,970.00	\$563,400.00	
PWBD00005 -CONSTRUCT - -		0	\$0.00	\$5,800,000.00	
PWBD00005 -LAND - -	\$212,836.58	\$0.00	\$236,336.58	\$600,000.00	
PWBD00005 - FIRE STATION BOND Total	\$310,806.58	\$0.00	(\$5,665,693.42)	\$6,963,400.00	
PROPOSITION D - SERVICE CENTER RENOVATION BOND			(\$2,400,000.00)		
PWBD00004 -BOND FUNDS- -			(\$2,400,000.00)		
PWBD00004 -DESIGN - -	\$115,200.00	\$0.00	\$180,000.00	\$206,400.00	
PWBD00004 -ROW - -		\$0.00	\$0.00	\$9,200.00	
PWBD00004 -CONSTRUCT - -		\$0.00	\$0.00	\$2,193,600.00	
PWBD00004 - SERVICE CENTER RENOVATION BOND Total	\$115,200.00	\$0.00	(\$2,220,000.00)	\$2,409,200.00	
PWOT20FUEL - FY20 FUEL TANK @ SERVICE CTR					
PWOT20FUEL-CITY FUNDING			(\$175,000.00)		
FUEL TANK OTP PROJ (Other funds expenses)	\$2,602.82	\$0.00	\$2,602.82	\$33,492.00	
FUEL TANK OTP PROJ (General Fund 1x Project Expenses)	\$11,797.18	\$0.00	\$11,797.18	\$141,508.00	
PWOT20FUEL - FY20 FUEL TANK @ SERVICE CTR Total	\$14,400.00	\$0.00	(\$160,600.00)	\$175,000.00	
SERVICE CENTER RENOVATION PROJECT TOTAL	\$129,600.00	\$0.00	(\$2,380,600.00)	\$2,584,200.00	

NOTE: The negative amounts are revenues/funding sources. Projects without funding sources listed here are funded through internal funding sources such as Utility CIP funds.