



Duncanville City Council Meeting Agenda
City Council Briefing Room and City Council Chamber
Videoconference via ZOOM
Duncanville City Hall
203 E. Wheatland Road
Duncanville, TX 75116
(972) 780-5017

Tuesday, March 15, 2022
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, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person and by video conference at 6:00 pm on Tuesday, March 15, 2022 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 in person and video conference.

Due to limited seating in council chambers, persons or participants may attend by video conference in order to maintain safe social distance as provided in this notice.

Pursuant to City practice, Citizen Comments and Reports during Election Season, March 1st – May 7th and during a Run-Off Election period are not broadcast or recorded. ZOOM will be for streaming only.

To submit a comment via email and for your comments to be read, the following information is required:

- Submit a comment by 4:00 p.m. on Tuesday, March 15, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – March 15th.
- First and Last Name; and address.
- *The City Secretary will still set a two-minute time limit on the comments as they are read.*

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_PiHct8jkRZuPsgmHbxILDw

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. Briefing on establishing a reasonable response time requirement for certain essential City of Duncanville employees during civil emergencies

5

[Response Time](#)

EXECUTIVE SESSION

1. "City Council shall convene into closed executive session pursuant to Section 551.074 of the Texas Gov't Code to deliberate the appointment, employment, duties of a public officer, to wit: City Manager; and, pursuant to Section 551.074 Texas Gov't Code to seek legal advice from the City Attorney concerning an employment contract of the City Manager.

Reconvene into open session and take necessary action as a result of executive session."

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. Mayor Gordon recognizes a City Champion.
B. Recognition of Officer Sisk.
C. Recognition of EMS Chief Ryan.
D. A Proclamation Recognizing March 20-26, 2022 as Poison Prevention Week.

6 - 7

[Poison Prevention Week](#)

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”

At this time, two-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. In accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decisions at this time. Issues may be referred to City Staff for research and possible future action.

Pursuant to City practice, Citizen Comments and Reports during Election Season, March 1st – May 7th and during a Run-Off Election period are not broadcast or recorded. ZOOM will be for streaming only.

To submit a comment via email and for your comments to be read, the following information is required:

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- Email citysecretary@duncanville.com
- Email title: Public Comment – March 15th.
- First and Last Name; and address.
- *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 February 28, 2022, Joint Meeting, and the March 1, 2022 City Council Regular Meeting.
2022-02-28 - Joint Meeting - City Council - Minutes - UNAPPROVED
2022-03-01 - City Council - Minutes - UNAPPROVED | 8 - 16 |
| B. | Consider a Resolution awarding a three-year term contract for mowing of parks, medians, facility grounds, lots, and rights-of-way to BrightView Landscape Services, located in Dallas, Texas as the primary service provider with an estimated amount of \$1,479,174 and to Good Earth Corporation, located in Dallas, Texas as the secondary service provider with an estimated amount of \$1,973,082 based on unit price bid.
BrightView Landscape Services | 17 - 88 |
| C. | Consider a Resolution confirming the City Manager's appointment of Steve Flanagan as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner Tracey Martin as of March 15, 2022.
Civil Service Commission | 89 - 93 |

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- | | | |
|----|---|---------|
| A. | Consider an Ordinance establishing a thirty (30) minute reasonable response time (commuting range) requirement for civil emergencies for identified positions.
Response Time | 94 - 97 |
|----|---|---------|

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

6. STAFF AND BOARD REPORTS

- A. Receive the Monthly Financial Report as of January 31, 2022.
[Monthly Financial Report](#)
- B. Receive the Neighborhood Services Quarterly Report.

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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, March 11, 2022, at 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.



Kristin Downs, City Secretary

"Guns prohibited on these premises by state law unless licensed under Chapter 411, Tex. Gov. Code. Section 46.035 Texas Penal Code."

"Las armas de fuego están prohibidas en estas instalaciones por la ley estatal a menos que estén autorizadas bajo el Capítulo 411 del Código de Gobierno de Texas. Sección 46.035 del Código Penal de Texas."



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

Briefing on establishing a reasonable response time requirement for certain essential City of Duncanville employees during civil emergencies

STAFF RESPONSIBLE:

Todd Siegel, HR Director

BACKGROUND/HISTORY:

Item requested by Councilmember Cooks.

Discussion on establishing a reasonable response time requirement for certain essential City of Duncanville employees during civil emergencies. Similar ordinances are being considered and/or adopted by the best southwest cities.

POLICY EXPLANATION:

Pursuant to Chapter 150.021 of the Texas Local Government Code, employees who are likely to be called to work in cases of civil emergency may be required to reside within a reasonable response commuting range of their place of work by ordinance.

The positions for which there will be a reasonable response time requirement are Assistant City Manager, Police Chief, Fire Chief, and Regional Emergency Management Administrator. The Ordinance stipulates employees in these identified positions who are hired after March 15, 2022, will have a thirty (30) minute reasonable response time to a civil emergency in the City of Duncanville.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

N/A



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

A Proclamation Recognizing March 20-26, 2022 as Poison Prevention Week.

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

Over the past 60 years, the nation has observed Poison Prevention Week, March 20-26, 2022, to call attention to the hazards created by the misuse of household chemicals and medicines, particularly if children gain access to them. Teaching proper handling and disposal methods of these substances helps to reduce accidental poisoning. Efforts of community organizations complemented by the North Texas Poison Center located at Parkland Health and Hospital System have reduced childhood poisonings in Duncanville.

POLICY EXPLANATION:

There is no policy decision associated with this item.

FUNDING SOURCE:

ORG and Object Number

NA

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

N/A

ATTACHMENTS:

[Poison Prevention Week](#)

OFFICE OF THE MAYOR



Duncanville
City of Champions

Proclamation

- WHEREAS,** our society has become increasingly dependent on household chemicals to perform labor-saving, time-saving miracles; and on medicine to provide health-giving, life-sustaining benefits; and,
- WHEREAS,** these products, when not used as intended or directed, may be hazardous, particularly if children gain access to them; and,
- WHEREAS,** over the past 60 years, the nation has been observing Poison Prevention Week to call attention to these hazards and how proper handling and disposal of these substances and proper use of safety packaging can help eliminate them; and,
- WHEREAS,** the efforts of our community organizations, complemented by the efforts of the North Texas Poison Center, have reduced childhood poisonings in Duncanville, Texas; and,
- WHEREAS,** the North Texas Poison Center, a regional poison center, located at Parkland Health & Hospital System, provides the ultimate in human service programming and immediate, accessible emergency information to save lives of victim of poison-related emergencies; and,
- WHEREAS,** these programs should continue as long as even one child swallows a household product or medicine by mistake.

NOW, THEREFORE, I, Barry Gordon, Mayor of the City of Duncanville, Texas do hereby proclaim March 20-26, 2022 as

POISON PREVENTION WEEK

in the City of Duncanville. Further, I direct the appropriate agencies in our local government to continue their cooperation with concerned citizens and community organizations, including our schools, to develop programs which will alert people to the continued danger of misusing medicines and household products and to promote effective safeguards against accidental poisonings among young children.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 15th day of March, 2022.

Mayor, The City of Duncanville

Duncanville City Council Meeting Minutes
Special Meeting
Joint Meeting with the Planning & Zoning Commission and
The Duncanville Community and Economic Development Corporation
(DCEDC)
Monday, February 28, 2022

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 on Monday, February 28, 2022, at 6:37 p.m. at the D.L. Hopkins Jr. Senior Center, 206 James Collins Blvd., Duncanville, Texas, 75116 with a quorum to wit:

Barry L. Gordon	Mayor
Patrick Harvey	Mayor Pro Tem
Joe Veracruz	Councilmember
Don McBurnett	Councilmember
Jeremy Koontz	Councilmember – 6:49 p.m.
Mark D. Cooks	Councilmember
Greg Contreras	Councilmember

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

Eric Pena	Board Member - absent
Betty Culbreath	Board Member – absent
Tom Shine	Board Member – absent
Edward Stith	Board Member – absent
Javar Avery	Board Member – absent
Jana McBroom	Board Member – absent
Elias Rodriguez	Board Member

A joint meeting of the Duncanville City Council and The Duncanville Community and Economic Development Corporation (DCEDC) was called to order for City Council by Mayor Barry L. Gordon and for the Duncanville Community and Economic Development Corporation (DCEDC) by Chair Kenneth Govan on Monday, February 28, 2022, at 6:38 p.m. at the D.L. Hopkins Jr. Senior Center, 206 James Collins Blvd., Duncanville, Texas, 75116 with a quorum to wit:

Barry L. Gordon	Mayor
Patrick Harvey	Mayor Pro Tem
Joe Veracruz	Councilmember
Don McBurnett	Councilmember
Jeremy Koontz	Councilmember – 6:49 p.m.
Mark D. Cooks	Councilmember
Greg Contreras	Councilmember

and with a quorum of The Duncanville Community and Economic Development Corporation (DCEDC) to wit:

Kenneth Govan	Chair
Linda Lydia	Board Member
Tammi Abney	Board Member
Charles Reed	Board Member
Jarred Davis	Board Member
Kadeem Collins	Board Member

2. RECEIVE PUBLIC COMMENTS.

To submit a comment via email and for your comments to be read, the following information is required:

- **Submit a comment by 4:00 p.m. on Monday, February 28, 2022.**
- **Email citysecretary@duncanville.com**
- **Email title: Public Comment – February 28;**
- **First and Last Name; and address.**

Patricia Ebert, 115 South Greenstone Lane – provided a comment on the Utility Fund balance.
Sam Kieschnick, 1570 FM 1382, Cedar Hill – provided a comment on the Ladd Property.

3. **WORKSHOP ITEMS ONLY: NO ACTION WILL BE TAKEN: EACH OF THE ITEMS LISTED BELOW MAY BE DISCUSSED DURING EITHER SESSION. CITY COUNCIL MAY INSTRUCT STAFF TO BRING BACK FUTURE AGENDA ITEMS AS ACTION ITEMS.**

- Discuss the Planning and Zoning Commission 5-year Comprehensive Plan Update.
- Discuss and review Planning and Zoning Commission's role will be in the process.
- Discuss the New Zoning Ordinance language and practices.
- Discuss the City Council and Duncanville Community and Economic Development Corporation (DCEDC) Expectations and Vision Planning.

- Discuss the Planning and Zoning Commission 5-year Comprehensive Plan Update.
- Discuss and review Planning and Zoning Commission's role will be in the process.
- Discuss the New Zoning Ordinance language and practices.

Items were not discussed due to lack of quorum.

- Discuss the City Council and Duncanville Community and Economic Development Corporation (DCEDC) Expectations and Vision Planning.

City Council and the DCEDC Board concluded to attend more training the board felt like was needed. For the DCEDC Board and the Planning & Zoning Commission to work more closely together. City Council supports the DCEDC Board.

Councilmember McBurnett voiced his concerns on the Planning & Zoning for not attending the Joint Meeting.

4. **ADJOURNMENT**

Mayor Gordon adjourned the meeting at 8:05 p.m. and Chair Govan at 8:06 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, March 1, 2022

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, March 1, 2022, at 6:03 pm in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Mayor Pro Tem Patrick Harvey
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Mark D. Cooks
Councilmember Greg Contreras

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This is an open meeting conducted by in person and video conference.

Due to limited seating in council chambers, persons or participants may attend by video conference in order to maintain safe social distance as provided in this notice.

To speak during Citizen Comments via ZOOM, you must register with the City Secretary before 4pm on Tuesday, March 1, 2022, email citysecretary@duncanville.com and title the email “Public Comment – March 1st”. 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 microphone 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 technical issues that may arise.

To submit a comment via email and for your comments to be read, the following information is required:

- Submit a comment by 4:00 pm on Tuesday, March 1, 2022.
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I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon read the item into the record, and City Manager Ferrell-Benavides reviewed each item. Item 4D - Resolution authorizing approval of a Façade and Paint Incentive Grant by the Duncanville Community and Economic Development Corporation (DCEDC) to Sarah R. Mitchell of Mitchell Commercial Investments, LLC in an amount of \$14,800 for a building located at 1307 S. Alexander Ave, Duncanville, Texas, 75137. Mayor Pro Tem Harvey questioned why a couple of the DCEDC board members voted against the item. Director Garcia stated a couple of the board members felt the building needed to be brought up to Code before approving the grant.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. *Discuss Annual City Council Calendar.*

City Secretary Downs presented the item.

Mayor Gordon called for a Special Meeting on March 7, 2022, at 6:00 pm to present the information on the petition. City Council agreed on March 7, 2022, at 6:00 pm.

Mayor Gordon recessed the Briefing Session at 6:25 pm for City Council to convene into Executive Session.

II. EXECUTIVE SESSION

II.1 *“City Council shall convene into closed executive session pursuant to Section 551.074 of the Texas Gov’t Code to deliberate the appointment, employment, duties of a public officer, to wit: City Manager; and, pursuant to Section 551.074 Texas Gov’t Code to seek legal advice from the City Attorney concerning an employment contract of the City Manager.*

Reconvene into open session and take necessary action as a result of executive session.”

The Executive Session was called into session at 6:27 pm, and City Attorney Hager read the item into record.

The Council closed the Executive Session at 6:51 pm.

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

The City Council convened into Regular Session in the Council Chambers at 7:00 pm with Mayor Gordon presiding.

The Invocation was delivered by Senior Pastor Abril Goforth, First United Methodist Church of Duncanville.

Mayor Gordon led the Pledge of Allegiance and Texas Pledge.

III.1. REPORTS

III.1.A. *Mayor’s Report.*

Mayor Gordon spoke on the voting during the upcoming Elections.

III.1.B. *Councilmembers’ Reports*

Mayor Pro Tem Harvey recognized the Black History Month Wellness event held at the Senior Center.

Councilmember Cooks spoke on Meet, Connect, and Learn.

III.1.C. *City Manager’s Report.*

City Manager Ferrell-Benavides spoke on the acceptance of Gwendolyn Thornton Spencer as the new Chief Information Officer.

III.2. PROCLAMATIONS AND PRESENTATIONS

III.2.A. *Recognition of Keep Duncanville Beautiful Spring 2022 Curb Appeal Residential Properties.*

Keep Duncanville Beautiful Staff Liaison presented the properties.

District 1: Roger & Brenda Hardy - 614 Oxford Dr. Duncanville, TX 75137

District 2: Robert Lathan - 706 Walnut St. Duncanville, TX 75116

District 3: Joel, Maria, & Jessica Perales - 614 E. Cherry St. Duncanville, TX 75116

District 4: Terry & Miriam Sonak - 727 Valley Hill Rd. Duncanville, TX 75137

District 5: James & Kathryn Crichton - 430 Longworth Blvd. Duncanville, TX 75116

III.2.B. Recognition of Mayor's City Champion.

Mayor Gordon presented the City Champion to Ginger Hertenstein-Conley.

III.2.C. A Proclamation recognizing March 2022 as Women's History Month.

Mayor Gordon 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 address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting.

To speak by video conference during Citizen Comments, you must register with the City Secretary before 4 pm on Tuesday, March 1, 2022, email citysecretary@duncanville.com and title the email. "Public Comment – March 1st". You will need to register with the link below to attend the meeting by video conference. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone. Feel free to email your citizen comment to the City Secretary when registering for the Mayor to read into the record if any unexpected technical issues arise.

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- Email title: Public Comment – March 1st.
- First and Last Name; and address.
- State if you would like the Mayor to read your comment or if you would like to speak via ZOOM.
- *The City Secretary will still set a two-minute time limit on the comments as they are read.*

Mayor Gordon read the item into record.

Janet Dawson, 7206 Blackwillow Ln, Dallas – submitted a comment in support for the Ladd Property.

Paul Dryer, 1401 Primrose, DeSoto – submitted a comment in support for the Ladd Property.

Amy Martin, 980 S. Rustic Circle, Dallas – submitted a comment in support for the Ladd Property.

Judy Johnson, 419 Oleander St. – submitted a comment in support for the Ladd Property.

Gracie Horton, 631 Alameda Ave. – submitted a comment in support for the Ladd Property.

Devon Kodzis, 6348 Shady Brook Lane – submitted a comment in support for the Ladd Property.

Shannon Roberts, 906 Rock Canyon Drive – submitted a comment in support for the Ladd Property.

Brenda Jones, 1627 Nob Hill Circle – submitted a comment in support for the Ladd Property.

Mari Vega, 611 Oriole Blvd. – submitted a comment in support for the Ladd Property.

Jan & Anne Araki, 215 South Horne Street – submitted a comment in support for the Ladd Property.

Eloise Square, 627 Alameda Ave. – submitted a comment in support for the Ladd Property.

Ted Carrington, 803 Athenia Way – submitted a comment in support for the Ladd Property.

Rhonda Renfro LeWorthy, 703 S Forest Lane – submitted a comment in support for the Ladd Property.

Sam Kieschnick, Texas Parks and Wildlife – submitted a comment in support for the Ladd Property.

Tessa Gonzales, 2110 Bluebridge Drive – submitted a comment in support for the Ladd Property.

Betty Taylor, 422 Oleander St. – submitted a comment in support for the Ladd Property.

Bonnie Cook, 554 Johnson Dr. – submitted a comment in support for the Ladd Property.

Susan and Christian Dozzler, 915 Jungle Dr. – submitted a comment in support for the Ladd Property.

Alyce Rodriguez, 1207 Wellington Drive – submitted a comment in support for the Ladd Property.

Jennifer Cole, 434 East Mona Ave. – submitted a comment in support for the Ladd Property.

Misty Bain, 102 Walnut Street – submitted a comment in support for the Ladd Property.

David DeRocha, 418 Oleander St. – submitted a comment in support for the Ladd Property.

Roxanne Gebauer, 1039 Quail Run – submitted a comment in support for the Ladd Property.

Jim Jones, 1627 Nob Hill Circle – spoke in support for the Ladd Property.

Erika Browning, 442 E. Cherry Street – spoke in support for the Ladd Property.

Mark Graham, 410 Santa Fe Trail – spoke in support for the Ladd Property.

Annemarie Bristou, 802 Haines – spoke in support for the Ladd Property.

Denise Wynn, 247 Merribrook – spoke in support for the Ladd Property.

Alejandro Estrada, 211 Calder Avenue – spoke in support for the Ladd Property.

Donald Browning, 442 E Cherry Street – spoke in support for the Ladd Property.

Eva Brown, 1703 Creekhaven Drive – spoke in support for the Ladd Property.

Quinn Sikes, 322 Linkmeadow – spoke in support for the Ladd Property.

Nancy Gutierrez, 730 Middale Road – spoke in support for the Ladd Property.

Jessamin Jensen, 711 Olympia Drive – spoke in support for the Ladd Property.

Marci Buck, 1310 Green Hills Road – spoke in support for the Ladd Property.

Sandra Guillen, 514 Walnut Street – spoke in support for the Ladd Property.

Galus Robbins, 310 Azalea – spoke in support for the Ladd Property.

Ron Thompson, 603 Katherine Ct. – spoke in support for the Ladd Property.

Deniz Unal, 1014 Briar Hill Circle – spoke in support for the Ladd Property.

Corrina Unal, 1014 Briar Hill Circle – spoke in support for the Ladd Property.

Justin Edwards, 226 Mizell Street – spoke in support for the Ladd Property.

Aaron Munoz, 1611 Nob Hill Drive – spoke in support for the Ladd Property.

Luis Garcia, 711 Meadowbrook Circle – spoke in support for the Ladd Property.

Christen Griffith, 901 Sleepy Hollow Drive – spoke in support for the Ladd Property.

Sarah Koontz, 226 Creekwood Court – spoke in support for the Ladd Property.

Emily Bridges, 418 Oleander Street – spoke in support for the Ladd Property.

Lee Daniels, 627 Athenia Way – spoke in support for the Ladd Property.

Nicholas Wright, 507 Trail Ridge – spoke in support for the Ladd Property.

Mick Crawford, 610 Willowbrook Circle – spoke in support for the Ladd Property.

Thomas Lackey, 1818 Seabrook – spoke in support for the Ladd Property.

Roger Harch, no address – spoke in support for the Ladd Property.

Jen Cole, 434 East Mana Avenue – spoke in support for the Ladd Property.

Christopher Price, 214 Cliffwood Drive – spoke in support for the Ladd Property.

Peg Shrum, 612 Carriage Way – spoke in support for the Ladd Property.

{Councilmember Koontz left the meeting at 8:18 pm}
 {Councilmember Koontz returned to the meeting at 8:19 pm}

{Mayor Pro Tem Harvey left the meeting at 8:26 pm}
 {Mayor Pro Tem Harvey returned to the meeting at 8:28 pm}

III.4. CONSENT AGENDA

Mayor Gordon requested that City Secretary Kristin Downs read the Consent Agenda Items.

- III.4.A. ***Consider the Minutes for February 1, 2022, City Council Regular Meeting, the February 15, 2022, City Council Regular Meeting, and the February 21, 2022, Special City Council Meeting.***
- III.4.B. ***Consider a Resolution to enter into a Joint Election Agreement and Election Services contract between Dallas County and other jurisdictions holding election on May 7, 2022, to be administered by the Dallas County Elections Administrator in accordance with Subchapter D of Chapter 31 and Chapter 271 of the Texas Election Code.***
- III.4.C. ***Consider a Resolution appointing Election Judges for the City of Duncanville in Dallas County for the May 7, 2022 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".

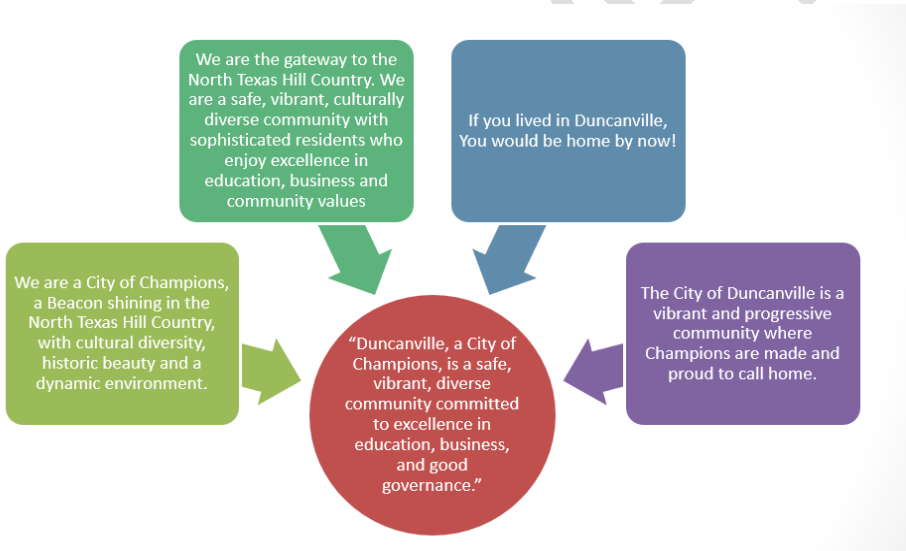
- III.4.D. *Consider a Resolution authorizing approval of a Façade and Paint Incentive Grant by the Duncanville Community and Economic Development Corporation (DCEDC) to Sarah R. Mitchell of Mitchell Commercial Investments, LLC in an amount of \$14,800 for a building located at 1307 S. Alexander Ave, Duncanville, Texas, 75137.*

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against. Items passed.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. *Consider a Resolution adopting the City Council Vision Statement and establishing the Strategic Pillars or Priorities of the City Council.*
Budget Administrator and Strategic Planning Otey presented the item.

Vision Statement



2022 Proposed Pillars

Re-Imagine: High Quality of Life	• Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.
Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement	• Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.
Promote: Innovative Ideas for Development and Re-development	• Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.
Develop: Infrastructure Improvement Strategy	• Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.
Advance: Marketing Strategy of the City and Community Engagement Plan	• Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.

Councilmember Don McBurnett made a motion to approve the item as stated, Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.B. Consider an Ordinance Amending Chapter 1 ‘General Provisions’, Division 1. General Code Construction, Section 1-5 ‘General Penalty for Violations of Code; continuing violations’ by adding a new Section ‘1-5a Enforcement of the Code of Ordinance’ to authorize and establish regulations for the Enforcement of the Municipal Code of Ordinances and other codes and Ordinances of the City; authorizing any designated Code Enforcement Officer, Inspector, or Animal Control Officer of the City to issue citations for violations of the Municipal Code Ordinances and other Codes and Ordinances of the City.
Neighborhood Services Manager Tennant presented the item.

- Reasons for Ordinance Request
- City staff has begun the task of reviewing the City of Duncanville's Code of Ordinance's processes, procedures, and practices.
 - Staff is looking to ensure that there is no conflict with Texas statutes and to clarify any potentially ambiguous and conflicting language related to code enforcement.
 - The primary goal is to ensure our current ordinance is comprehensive and inclusive of all current practices authorized by State of Texas regarding code enforcement.
 - Current practices within Code involve the issuance of citations by our enforcement and inspection entities for all violations.
 - The issuance of citations has been explicitly authorized for certain violations; however, many core code areas are not specifically detailed in our current Code of Ordinances.
 - The request will...
 - o Update our current municipal ordinance to be in compliance with our current practices.
 - o Validate City Administration's ability to authorize licensed Neighborhood Services Officers, Health Inspectors, and Animal Control Officers to continue issuing citations for all Code and health-related violations within the City's Code of Ordinances.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. 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 Public Works Department Quarterly Report.
Public Works Director Ramey presented the item.

IV. ADJOURNMENT

The meeting was adjourned at 9:24 pm.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

Consider a Resolution awarding a three-year term contract for mowing of parks, medians, facility grounds, lots, and rights-of-way to BrightView Landscape Services, located in Dallas, Texas as the primary service provider with an estimated amount of \$1,479,174 and to Good Earth Corporation, located in Dallas, Texas as the secondary service provider with an estimated amount of \$1,973,082 based on unit price bid.

STAFF RESPONSIBLE:

Bart Stevenson, Director of Parks & Recreation

Timothy Hamilton, Assistant Director of Parks & Recreation

BACKGROUND/HISTORY:

The City of Duncanville City Council awarded a three-year term bid for mowing of parks, medians, facility grounds, lots, and rights-of-way to Complete Landsculpture and Good Earth Corporation at its January 15, 2019 meeting. The three-year term bid included two one-year renewal options; the current provider Complete Landsculpture informed staff that they did not want to execute the first of two one-year renewal options, which caused the contract to expire on January 31, 2022. New bid specifications were prepared by staff. After analyzing the particulars (cycle counts, specifications, etc.) of the contract, staff decided to split up the property list by similar characteristics in an effort to make it easier for a smaller company to bid on the individual sections while not having to bid on all sections. Bids were released on December 22, 2021, for a three-year term bid for mowing of parks, medians, facility grounds, lots, and rights-of-ways. Bid notices were sent to 48 vendors through Public Purchase, and 35 vendors accessed the bid documents. A mandatory pre-bid meeting was held on January 11, 2022, during which staff explained the nuances of the contract to include that the award could be to multiple responsible bidders. Only four vendors attended the pre-bid meeting. Completed bid requests were received prior to bid closing at 2:00 p.m. on February 1, 2022. Three bids were received from BrightView Landscape Services (Dallas, TX), Good Earth (Dallas, TX), and Yellowstone Landscape (Dallas, TX). A copy of the bid tabulation and scoring documentation is appended (**Attachment 1**).

The highlights of the annual term bid include:

- Term - three years
- Renewals - two (2) one-year renewal options available
- Termination - standard "without cause" termination included in bid's standard terms and conditions
- Termination - with cause by City for default
- 438 acres to be maintained
- "Specialty" reel/contour mowing required for all athletic fields
- Includes rights-of-way mowing cycles of Interstate 20 corridor
- Includes separate litter removal cycles for Interstate 20 corridor
- Includes rights-of-way mowing cycles of Highway 67 corridor

- Includes separate litter removal cycles for Highway 67 corridor
- Mulching mowers are preferred
- Landscape bed maintenance is included in some locations, including Interstate 20 and Highway 67

POLICY EXPLANATION:

This service provides labor, equipment and materials to furnish mowing maintenance services for City parks, medians, facility grounds, lots, and rights-of-way. The scope of work includes, but is not limited to: mowing; edging sidewalks, curbs and pavestone with string line trimmers or blade-type mechanical edgers; removal of yard waste by blower; litter removal prior to mowing; and protection of trees and shrubs from damage by mowing and trimming equipment. The bid specifications also include "specialty" reel/contour mowing for all City of Duncanville athletic fields. There are approximately 438 acres to be maintained and the growing season is typically March 1st through November 15th. It is also important to note that staff will manage the work cycles and adjust if necessary according to weather conditions.

The award to a secondary service provider is solely for the purpose of ensuring that services are rendered as needed if the primary service provider fails to deliver per specifications.

FUNDING SOURCE:

ORG and Object Number

01044600-700450, 12011800-700661, 45601000-700450, 02312000-700661

Available Budget

\$435,000

Purchase Amount

\$430,000

After Encumber

\$5,000

ACTION ALTERNATIVES:

1. Approve funding in FY22 for the estimated amount of \$430,000 with BrightView Landscape Services to perform landscape services. This is the estimated remaining expenditure FY22 for this line item.
2. Do not approve funding in FY22 for the estimated amount of \$430,000 with BrightView Landscape Services to perform landscape services.
3. Other actions as directed by Council.

ATTACHMENTS:

[Resolution No. - 2022-020 - Landscape Maintenance Contract - Pdf Attachment 1](#)

RESOLUTION NO. 2022-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDING A THREE-YEAR TERM CONTRACT FOR MOWING OF PARKS, MEDIANS, FACILITY GROUNDS, LOTS, AND RIGHTS-OF-WAY TO BRIGHTVIEW LANDSCAPE SERVICES, LOCATED IN DALLAS, TEXAS AS THE PRIMARY SERVICE PROVIDER WITH AN ESTIMATED THREE-YEAR EXPENDITURE AMOUNT OF \$1,479,174 AND TO GOOD EARTH CORPORATION, LOCATED IN DALLAS, TEXAS AS THE SECONDARY SERVICE PROVIDER WITH AN ESTIMATED THREE-YEAR EXPENDITURE AMOUNT OF \$1,973,082 BASED ON UNIT PRICE BID; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, it is desired to provide citywide mowing services at various locations within the City of Duncanville; and

WHEREAS, the City has obtained competitive sealed bids and recommends the award of the bid to the lowest responsible bid in the unit amounts bid as needed as per RFB# 22-0003; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to award the bid to BrightView Landscape Services as the primary service provider and Good Earth as the secondary service provider, both located in Dallas, TX, in the unit amounts bid as needed and authorize the execution of the necessary documents to procure said services.

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

SECTION 1. That the City Council of the City of Duncanville does hereby award the three-year term contract to BrightView Landscape (Dallas, TX) as the primary service provider with an estimated three-year expenditure amount of \$1,479,174 and to Good Earth Corporation, located in Dallas, Texas as the secondary service provider with an estimated three-year expenditure amount of \$1,973,082 respectfully as provided as attached in Exhibit A.

SECTION 2. That the City Manager or their designee is authorized to execute any appropriate documents to execute this Resolution, after approval as to form by the City Attorney.

SECTION 3. If any provision of this Resolution is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Resolution shall remain in full force and effect.

SECTION 4. That this Resolution 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 15th day of March, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

RFB-22-003 Landscape Maintenance Bid Evaluation Score Sheet					
			YellowStone Landscape Dallas, TX	BrightView Landscape Services Dallas, TX	Good Earth Corporation Dallas, TX
No.	Description	Maximum Score	Awarded Score	Awarded Score	Awarded Score
1	Price		\$781,469.00	\$493,057.65	\$657,694.00
		35	22.08	35.00	26.24
2	Equipment Stock and Age				
	Age & Condition	15	4.67	11.67	9.33
	Replacement Plan	10	5.33	10.00	8.33
	Shop Conditions	5	2.00	4.00	4.67
	Equipment Total	30	12.00	25.67	22.33
3	Bidder's References	20	18.67	11.334	17.332
4	Past Performance	15	14.001	9.334	12.334
Total		100	66.75	81.33	78.24
Evaluator's Signature: _____ Date: _____					

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
WATER LOTS												
Address	Location Description	Annual Qty	Service Performed	Cycle Price	Annual Price Vendor	Actual Price - Corrected Calculation	Cycle Price	Annual Price	Actual Price	Cycle Price	Annual Price	Actual Price
110 S. Clark Rd.	Water Lots	17	Mowing Cycle	\$44.87	\$762.78	\$762.79	\$54.00	\$918.00	\$918.00	\$31.00	\$527.00	\$527.00
330 Shady Trail	Water Lots	17	Mowing Cycle	\$69.88	\$1,188.00	\$1,187.96	\$180.00	\$3,060.00	\$3,060.00	\$125.00	\$2,125.00	\$2,125.00
1110 N. Main St.	Water Lots	17	Mowing Cycle	\$164.29	\$2,793.00	\$2,792.93	\$180.00	\$3,060.00	\$3,060.00	\$275.00	\$4,675.00	\$4,675.00
1835 Meadowcrest Dr.	Water Lots	17	Mowing Cycle	\$61.41	\$1,044.00	\$1,043.97	\$90.00	\$1,530.00	\$1,530.00	\$72.00	\$1,224.00	\$1,224.00
1839 Straus Rd., Cedar Hill, TX	Water Lots	17	Mowing Cycle	\$89.82	\$1,526.87	\$1,526.94	\$180.00	\$3,060.00	\$3,060.00	\$172.00	\$2,924.00	\$2,924.00
Total				\$430.27	\$7,314.65	\$7,314.59	\$684	\$11,628	\$11,628	\$675.00	\$11,475.01	\$11,475.00
FACILITY BUILDINGS & ARMSTRONG												
100 E. Wheatland Rd. (old tax office)	Facilities	31	Mowing Cycle	\$99.23	\$3,076.00	\$3,076.13	\$135.00	\$4,185.00	\$4,185.00	\$168.00	\$5,208.00	\$5,208.00
City Hall Annex - 103 E. Wheatland Rd.	Facilities	31	Mowing Cycle	\$130.81	\$4,055.00	\$4,055.11	\$135.00	\$4,185.00	\$4,185.00	\$114.00	\$3,534.00	\$3,534.00
City Hall/Police Dept. - 203 E. Wheatland Rd.	Facilities	31	Mowing Cycle	\$318.26	\$9,866.00	\$9,866.06	\$270.00	\$8,370.00	\$8,370.00	\$485.00	\$15,035.01	\$15,035.00
Duncanville Fieldhouse - 5100 S. Main St.	Facilities	31	Mowing Cycle	\$239.13	\$7,413.00	\$7,413.03	\$450.00	\$13,950.00	\$13,950.00	\$2,402.00	\$74,462.00	\$74,462.00
Fire Station #1 - 323 W. Camp Wisdom Rd.	Facilities	31	Mowing Cycle	\$117.90	\$3,655.00	\$3,654.90	\$135.00	\$4,185.00	\$4,185.00	\$56.00	\$1,736.00	\$1,736.00
Fire Station #2 - 1530 S. Main St.	Facilities	31	Mowing Cycle	\$133.00	\$4,123.00	\$4,123.00	\$270.00	\$8,370.00	\$8,370.00	\$103.00	\$3,193.00	\$3,193.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
Library/Recreation Center - 201 James Collins Blvd.	Facilities	31	Mowing Cycle	\$381.37	\$11,822.50	\$11,822.47	\$360.00	\$11,160.00	\$11,160.00	\$942.00	\$29,202.00	\$29,202.00
Municipal Service Center (irrigated) - 330 Shady Trail	Facilities	31	Mowing Cycle	\$111.29	\$3,450.00	\$3,449.99	\$270.00	\$8,370.00	\$8,370.00	\$115.00	\$3,565.00	\$3,565.00
Municipal Service Center (non-irrigated) - 330 Shady Trail	Facilities	17	Mowing Cycle	\$39.71	\$675.00	\$675.07	\$135.00	\$4,185.00	\$2,295.00	\$403.00	\$6,851.00	\$6,851.00
Senior Center - 206 James Collins Blvd.	Facilities	31	Mowing Cycle	\$233.00	\$7,223.00	\$7,223.00	\$90.00	\$2,790.00	\$2,790.00	\$121.00	\$3,751.00	\$3,751.00
Total				\$1,803.70	\$55,358.50	\$55,358.76	\$2,250.00	\$67,860.00	\$67,860.00	\$4,909.00	\$146,537.00	\$146,537.00
STREETS, MEDIANS, ROWs, LOTS												
Address	Location Description	Annual Qty	Service Performed	Cycle Price	Annual Price	Actual Price	Cycle Price	Annual Price	Actual Price	Cycle Price	Annual Price	Actual Price
110 W. Magnolia	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$21.87	\$196.82	\$196.83	\$45.00	\$405.00	\$405.00	\$17.00	\$153.00	\$153.00
115 - 259 N. Merrill Ave/E. Center St.IE. Cherry St. (Railroad Flats)	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$54.65	\$929.07	\$929.05	\$90.00	\$1,530.00	\$1,530.00	\$147.00	\$2,499.00	\$2,499.00
223 Woodhaven Blvd.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$21.87	\$196.82	\$196.83	\$54.00	\$486.00	\$486.00	\$20.00	\$180.00	\$180.00
300 E. Hwy. 67	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$43.74	\$743.54	\$743.58	\$225.00	\$3,825.00	\$3,825.00	\$161.00	\$2,737.00	\$2,737.00
305/0307 E. Hwy 67	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$54.65	\$929.07	\$929.05	\$90.00	\$1,530.00	\$1,530.00	\$45.00	\$765.00	\$765.00
306/308 W. Camp Wisdom Rd. (future Fire Station)	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$32.80	\$557.65	\$557.60	\$270.00	\$4,590.00	\$4,590.00	\$176.00	\$2,992.00	\$2,992.00
367/371 Softwood Dr.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$21.87	\$196.82	\$196.83	\$90.00	\$810.00	\$810.00	\$17.00	\$153.00	\$153.00
4 Belmont Pl.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$54.65	\$491.86	\$491.85	\$90.00	\$810.00	\$810.00	\$17.00	\$153.00	\$153.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
435 E. Danieldale Rd. - Danieldale Plaza - mow strip	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$54.00	\$918.00	\$918.00	\$16.00	\$272.00	\$272.00
727 S. Cockrell Hill Rd.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$32.80	\$295.23	\$295.20	\$97.00	\$873.00	\$873.00	\$73.00	\$657.00	\$657.00
730 1-20	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$180.00	\$3,060.00	\$3,060.00	\$445.00	\$7,565.00	\$7,565.00
805 W. Wheatland Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$174.88	\$2,972.89	\$2,972.96	\$270.00	\$4,590.00	\$4,590.00	\$560.00	\$9,520.00	\$9,520.00
Alexander Dr.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$90.00	\$1,530.00	\$1,530.00	\$18.00	\$306.00	\$306.00
Avenue C	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$54.65	\$491.86	\$491.85	\$90.00	\$810.00	\$810.00	\$10.00	\$90.00	\$90.00
Avenue of the Stars	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$32.80	\$557.65	\$557.60	\$90.00	\$1,530.00	\$1,530.00	\$11.00	\$187.00	\$187.00
Cambridge Circle	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$90.00	\$1,530.00	\$1,530.00	\$15.00	\$255.00	\$255.00
Camp Wisdom Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$87.45	\$1,486.71	\$1,486.65	\$900.00	\$15,300.00	\$15,300.00	\$94.00	\$1,598.00	\$1,598.00
Casa Grande Place	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$15.31	\$260.28	\$260.27	\$90.00	\$1,530.00	\$1,530.00	\$22.00	\$374.00	\$374.00
Cedar Hill Rd. - Sante Fe Trail to Danieldale Rd.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$43.74	\$393.64	\$393.66	\$90.00	\$810.00	\$810.00	\$98.00	\$882.00	\$882.00
Cedar Ridge Dr.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$6.76	\$114.94	\$114.92	\$810.00	\$13,770.00	\$13,770.00	\$239.00	\$4,063.00	\$4,063.00
Cockrell Hill Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$109.30	\$1,858.13	\$1,858.10	\$1,080.00	\$13,360.00	\$18,360.00	\$701.00	\$11,917.00	\$11,917.00
Danieldale Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$185.82	\$3,158.95	\$3,158.94	\$1,080.00	\$13,360.00	\$18,360.00	\$587.00	\$9,979.00	\$9,979.00
Downtown Medians - Center to Davis	Streets, Medians, ROWs, Lots	31	Mowing Cycle	\$87.45	\$2,711.06	\$2,710.95	\$135.00	\$4,185.00	\$4,185.00	\$281.00	\$8,711.00	\$8,711.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
Dow Ross Blvd. - South side 300,400, & 500 Blocks	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$90.00	\$1,530.00	\$1,530.00	\$21.00	\$357.00	\$357.00
Duncanville Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$54.65	\$929.07	\$929.05	\$270.00	\$4,590.00	\$4,590.00	\$300.00	\$5100.00	\$5,100.00
E. Wintergreen Rd. - medians E. & W. of Cockrell Hill	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$21.87	\$196.82	\$196.83	\$90.00	\$810.00	\$810.00	\$11.00	\$99.00	\$99.00
Frank Keasler Blvd. - 600 to Escuela Dr.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$59.05	\$531.42	\$531.45	\$90.00	\$180.00	\$810.00	\$150.00	\$1350.00	\$1,350.00
Freeman St.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$28.42	\$483.08	\$483.14	\$180.00	\$3,060.00	\$3,060.00	\$40.00	\$680.00	\$680.00
Gaynor Ave.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$21.87	\$371.77	\$371.79	\$90.00	\$1,530.00	\$1,530.00	\$10.00	\$170.00	\$170.00
Greenbriar Ln.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$15.31	\$260.28	\$260.27	\$90.00	\$1,530.00	\$1,530.00	\$10.00	\$170.00	\$170.00
Highmore Dr.	Streets, Medians, ROWS, Lots	17	Mowing Cycle	\$15.31	\$260.28	\$260.27	\$90.00	\$1,530.00	\$1,530.00	\$13.00	\$221.00	\$221.00
Hill City Blvd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$120.26	\$2,044.36	\$2,044.42	\$90.00	\$1,530.00	\$1,530.00	\$252.00	\$4284.00	\$4,284.00
Hollywood Park alley way	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$15.31	\$137.79	\$137.79	\$90.00	\$810.00	\$810.00	\$55.00	\$495.00	\$495.00
Hustead St. - Davis to Camp Wisdom	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$131.17	\$2,229.89	\$2,229.89	\$180.00	\$3,060.00	\$3,060.00	\$53.00	\$901.00	\$901.00
Hwy 67 Right of Way- city limit to city limit	Streets, Medians, ROWs, Lots	17	Bed Maintenance	\$725.53	\$12,334.00	\$12,334.01	\$245.00	\$4,172.00	\$4,165.00	\$2,214.00	\$37,638.00	\$37,638.00
Hwy 67 Right of Way - city limit to city limit	Streets, Medians, ROWs, Lots	17	Litter Cycle	\$817.63	\$13,899.72	\$13,899.71	\$448.00	\$7,616.00	\$7,616.00	\$1,626.00	\$27,642.00	\$27,642.00
Hwy 67 Right of Way - city limit to city limit	Streets, Medians, ROWS, Lots	7	Mowing Cycle	\$2,878.43	\$20,149.00	\$20,149.01	\$1,680.00	\$11,760.00	\$11,760.00	\$2,033.00	\$14,231.00	\$14,231.00
Hwy 67 Right of Way - city limit to city limit	Streets, Medians, ROWs, Lots	4	Trimming Cycle	\$1,029.56	\$4,118.34	\$4,118.24	\$672.00	\$2,688.00	\$2,688.00	\$313.00	\$1,252.00	\$1,252.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
Interstate Highway 20 Frontage Rd.	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$4,078.56	\$36,707.13	\$36,707.04	\$1,280.00	\$11,520.00	\$11,520.00	\$179.00	\$1,611.00	\$1,611.00
Interstate Highway 20 Right of Way- city limit to city limit	Streets, Medians, ROWs, Lots	17	Bed Maintenance	\$1,027.41	\$17,466.00	\$17,465.97	\$1,260.00	\$21,420.00	\$21,420.00	\$1,334.00	\$22,678.00	\$22,678.00
Interstate Highway 20 Right of Way- city limit to city limit	Streets, Medians, ROWs, Lots	17	Litter Cycle	\$4,107.84	\$69,833.24	\$69,833.28	\$2,300.00	\$39,100.00	\$39,100.00	\$4,351.00	\$73,967.00	\$73,967.00
Interstate Highway 20 Right of Way- city limit to city limit	Streets, Medians, ROWs, Lots	7	Mowing Cycle	\$6,118.57	\$42,829.99	\$42,829.99	\$8,625.00	\$60,375.00	\$60,375.00	\$5,438.00	\$38,066.00	\$38,066.00
Interstate Highway 20 Right of Way- city limit to city limit	Streets, Medians, ROWs, Lots	4	Trimming Cycle	\$3,088.80	\$12,355.21	\$12,355.20	\$3,450.00	\$13,800.00	\$13,800.00	\$310.00	\$1,240.00	\$1,240.00
James Collins Blvd. - Mow & Trim Jasmine	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$33.24	\$565.00	\$565.08	\$180.00	\$3,060.00	\$3,060.00	\$195.00	\$3,315.00	\$3,315.00
Jellison Blvd. - North side Link Dr. to Duncanville Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$26.20	\$445.42	\$445.40	\$180.00	\$3,060.00	\$3,060.00	\$36.00	\$612.00	\$612.00
Keywe Place Circle	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$26.20	\$445.42	\$445.40	\$90.00	\$1,530.00	\$1,530.00	\$21.00	\$357.00	\$357.00
N. Main St.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$104.78	\$1,781.25	\$1,781.26	\$450.00	\$7,650.00	\$7,650.00	\$180.00	\$3,060.00	\$3,060.00
Oriole Blvd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$52.40	\$890.83	\$890.80	\$270.00	\$4,590.00	\$4,590.00	\$141.00	\$2,397.00	\$2,397.00
Parkview Dr. - circle, undeveloped ROW east and west of creek	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$65.48	\$589.30	\$589.32	\$90.00	\$810.00	\$810.00	\$13.00	\$117.00	\$117.00
Peach St. - east side of drain area	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$39.30	\$353.72	\$353.70	\$90.00	\$810.00	\$810.00	\$10.00	\$90.00	\$90.00
Railroad Park - N. Main both sides of track from Camp Wisdom to 1-20	Streets, Medians, ROWs, Lots	31	Mowing Cycle	\$91.68	\$2,842.04	\$2,842.08	\$180.00	\$5,580.00	\$5,580.00	\$128.00	\$3,968.00	\$3,968.00
Railroad ROW - Danielale to Camp Wisdom	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$1,651.43	\$14,862.87	\$14,862.87	\$1,440.00	\$12,960.00	\$12,960.00	\$729.00	\$6,561.00	\$6,561.00
Round Top Blvd. - north side 600 to 700 Blocks	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$70.74	\$636.70	\$636.66	\$270.00	\$2,430.00	\$2,430.00	\$98.00	\$882.00	\$882.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
S. Main St.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$26.20	\$445.42	\$445.40	\$180.00	\$3,060.00	\$3,060.00	\$17.00	\$289.00	\$289.00
Santa Fe Trail	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$117.88	\$2,003.95	\$2,003.96	\$720.00	\$12,240.00	\$12,240.00	\$382.00	\$6,494.00	\$6,494.00
Sliger Ave. - undeveloped ROW @ Avenue C	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$26.20	\$235.80	\$235.80	\$90.00	\$810.00	\$810.00	\$25.00	\$225.00	\$225.00
Thrush Ave. - south side 300	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$26.20	\$235.80	\$235.80	\$90.00	\$810.00	\$810.00	\$243.00	\$2,187.00	\$2,187.00
W. Wintergreen Rd. - Main St. to Hwy 67	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$26.20	\$445.42	\$445.40	\$180.00	\$3,060.00	\$3,060.00	\$24.00	\$408.00	\$408.00
Walnut Bend - 500 - 700 block of Danieldale	Streets, Medians, ROWs, Lots	9	Mowing Cycle	\$26.20	\$235.80	\$235.80	\$900.00	\$8,100.00	\$8,100.00	\$1,167.00	\$10,503.01	\$10,503.00
Walnut Circle	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$18.34	\$311.83	\$311.78	\$90.00	\$1,530.00	\$1,530.00	\$17.00	\$289.00	\$289.00
Wheatland Rd.	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$91.68	\$1,558.53	\$1,558.56	\$1,080.00	\$18,360.00	\$18,360.00	\$259.00	\$4,403.00	\$4,403.00
Willow Wood Place	Streets, Medians, ROWs, Lots	17	Mowing Cycle	\$18.34	\$311.83	\$311.78	\$90.00	\$1,530.00	\$1,530.00	\$10.00	\$170.00	\$170.00
Total				\$28,140.65	\$286,736.16	\$286,735.87	\$34,430.00	\$392,483.00	\$386,356.00	\$26,178.00	\$344,487.00	\$344,334.00
PARKS												
Address	Location Description	Annual Qty	Service Performed	Cycle Price	Annual Price	Actual Price	Cycle Price	Annual Price	Actual Price	Cycle Price	Annual Price	Actual Price
Alexander Park(athletic fields) - 715 S. Alexander Ave.	Parks	31	Special Mowing Cycle	\$107.52	\$3,332.97	\$3,333.12	\$113.00	\$3,503.00	\$3,503.00	\$117.00	\$3,627.00	\$3,627.00
Alexander Park(less athletic fields) - 715 S. Alexander Ave.	Parks	21	Mowing Cycle	\$170.87	\$3,588.33	\$3,588.27	\$180.00	\$3,780.00	\$3,780.00	\$310.00	\$6,510.00	\$6,510.00
Armstrong Park - 100 James Collins Blvd	Parks	31	Mowing Cycle	\$734.86	\$22,780.62	\$22,780.66	\$675.00	\$20,925.00	\$20,925.00	\$1,373.00	\$42,563.00	\$42,563.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
Chris Paris Park - 1300 Caravan Trail	Parks	21	Mowing Cycle	\$160.83	\$3,377.50	\$3,377.43	\$180.00	\$3,780.00	\$3,780.00	\$102.00	\$2,142.00	\$2,142.00
Harrington Park (athletic fields only) - 1815 S. Cockrell Hill Rd.	Parks	62	Special Mowing Cycle	\$451.05	\$27,965.18	\$27,965.10	\$900.00	\$55,800.00	\$55,800.00	\$958.00	\$59,396.00	\$59,396.00
Harrington Park (less athletic fields) - 1815 S. Cockrell Hill Rd.	Parks	21	Mowing Cycle	\$859.98	\$18,059.54	\$18,059.58	\$900.00	\$18,900.00	\$18,900.00	\$1,856.00	\$38,976.00	\$38,976.00
Lakeside Park (athletic fields) - 515 Hill City Dr.	Parks	31	Special Mowing Cycle	\$139.34	\$4,319.54	\$4,319.54	\$113.00	\$3,503.00	\$3,503.00	\$231.00	\$7,161.00	\$7,161.00
Lakeside Park (less athletic fields) - 515 Hill City Dr.	Parks	21	Mowing Cycle	\$558.97	\$11,738.38	\$11,738.37	\$540.00	\$11,340.00	\$11,340.00	\$1,796.00	\$37,716.00	\$37,716.00
Lions Park (athletic fields) - 1000 S. Peach St.	Parks	31	Special Mowing Cycle	\$96.36	\$2,987.05	\$2,987.16	\$113.00	\$3,503.00	\$3,503.00	\$120.00	\$3,720.00	\$3,720.00
Lions Park (less athletic fields) - 1000 S. Peach St.	Parks	21	Mowing Cycle	\$429.97	\$9,029.33	\$9,029.37	\$540.00	\$11,340.00	\$11,340.00	\$876.00	\$18,396.00	\$18,396.00
Little Shenandoah Park - 5115 Limetree Ln.	Parks	21	Mowing Cycle	\$42.60	\$894.60	\$894.60	\$126.00	\$2,646.00	\$2,646.00	\$40.00	\$840.00	\$840.00
Memorial Park - 101 N. Main St.	Parks	31	Mowing Cycle	\$103.84	\$3,219.65	\$3,219.04	\$90.00	\$2,790.00	\$2,790.00	\$70.00	\$2,170.00	\$2,170.00
Nichols Park - 1601 S. Cockrell Hill Road	Parks	21	Mowing Cycle	\$85.63	\$1,798.18	\$1,798.23	\$180.00	\$3,780.00	\$3,780.00	\$148.00	\$3,108.00	\$3,108.00
Oriole Park - 515 Oriole Blvd.	Parks	21	Mowing Cycle	\$53.35	\$1,120.37	\$1,120.35	\$126.00	\$2,646.00	\$2,646.00	\$82.00	\$1,722.00	\$1,722.00
Penn Springs Park - 1502 Penn Springs Dr.	Parks	21	Mowing Cycle	\$107.08	\$2,248.74	\$2,248.68	\$126.00	\$2,646.00	\$2,646.00	\$20.00	\$420.00	\$420.00
Pyburn Park - 915 Astaire Ave.	Parks	31	Mowing Cycle	\$100.67	\$3,120.78	\$3,120.77	\$270.00	\$8,370.00	\$8,370.00	\$162.00	\$5,022.00	\$5,022.00
Quail Run Park - 325 N. Greenstone Ln.	Parks	17	Mowing Cycle	\$117.82	\$2,002.92	\$2,002.94	\$144.00	\$2,448.00	\$2,448.00	\$287.00	\$4,879.00	\$4,879.00
Red Bird Park (back) - 401 W. Red Bird Ln.	Parks	21	Mowing Cycle	\$238.05	\$4,998.98	\$4,999.05	\$360.00	\$7,560.00	\$7,560.00	\$474.00	\$9,954.00	\$9,954.00

RFB 22-0003 - LANDSCAPING MAINTENANCE SERVICES TABULATION

				BrightView Landscape Services 2315 Southwell Rd Dallas, TX 75229 972-768-0408			Good Earth, Dallas, TX			YellowStone Landscape Services Dallas, TX		
Red Bird Park (front) - 401 W. Red Bird Ln.	Parks	31	Mowing Cycle	\$188.59	\$5,846.15	\$5,846.29	\$180.00	\$5,580.00	\$5,580.00	\$285.00	\$8,835.00	\$8,835.00
Rotary Park - 301 S. Venice Dr.	Parks	21	Mowing Cycle	\$272.64	\$5,725.52	\$5,725.44	\$270.00	\$5,670.00	\$5,670.00	\$544.00	\$11,424.01	\$11,424.00
Waterview Park (lake and creek area) - 5100 Whitecliff Dr.	Parks	21	Mowing Cycle	\$135.07	\$2,836.38	\$2,836.47	\$270.00	\$5,670.00	\$5,670.00	\$309.00	\$6,489.00	\$6,489.00
Willow Run Park - 1325 Oak Run Dr.	Parks	21	Mowing Cycle	\$126.57	\$2,658.03	\$2,657.97	\$270.00	\$5,670.00	\$5,670.00	\$193.00	\$4,053.00	\$4,053.00
Total PARKS)				\$5,281.66	\$143,648.74	\$143,648.43	\$6,666.00	\$191,850.00	\$191,850.00	\$10,353.00	\$279,123.00	\$279,123.00
Total Annual Amount				\$35,656.28	\$493,058.05	\$493,057.65	\$44,030.00	\$663,821.00	\$657,694.00	\$42,115.00	\$781,622.00	\$781,469.00

RFB-22-003 Landscape Maintenance Bid Evaluation Score Sheet						
			YellowStone Landscape Dallas, TX	BrightView Landscape Services Dallas, TX	Good Earth Corporation Dallas, TX	
No.	Description	Maximum Score	Awarded Score	Awarded Score	Awarded Score	Comment, If any.
	Equipment Stock and Age					
TH	Age & Condition	15	4	13	10	
TH	Replacement Plan	10	4	10	7	
TH	Shop Conditions	5	2	4	4	
TH	Equipment Total	30	10	27	21	

Evaluator's Signature:  Date: 02/16/22

RFB-22-003 Landscape Miantenance Bid Evaluation Score Sheet						
			YellowStone Landscape Dallas, TX	BrightView Landscape Services Dallas, TX	Good Earth Corporation Dallas, TX	
No.	Description	Maximum Score	Awarded Score	Awarded Score	Awarded Score	Comments
DD	Age & Condition	15	5	10	8	
DD	Replacement Plan	10	6	10	9	
DD	Shop Conditions	5	2	4	5	
DD	Equipment Total	30	13	24	22	

Evaluator's Signature: _____

[Handwritten Signature]

Date: _____

2-18-22

RFB-22-003 Landscape Miantenance Bid Evaluation Score Sheet						
			YellowStone Landscape Dallas, TX	BrightView Landscape Services Dallas, TX	Good Earth Corporation Dallas, TX	
No.	Description	Maximum Score	Awarded Score	Awarded Score	Awarded Score	Comment, If any.
AL	Age & Condition	15	5	12	10	
AL	Replacement Plan	10	6	10	9	
AL	Shop Conditions	5	2	4	5	
AL	Equipment Total	30	13	26	24	

Evaluator's Signature: Csa E. Low, III Date: 2/18/22

RFB-22-0003

Landscaping Maintenance

Reference

Total Points Allocated to References	20
Points allocated to each reference. Number of References	3 6.667
Total Number of Questions	2
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	3.333

Guideline

3.333	Excellent
2.667	Very Good
2.000	Good
1.333	Competent
0.667	Poor
0.00	Non-Compliant

BRIGHT VIEW

			1	2	3	
Contract Number & Name						
Completion Date/ Contract Period						
Owner	Las Colinas Assoc.			Plano ISD		
Contact Name	Scott Wilson			Marcos Rodriguez		Robin Willits
Email	swilson@lascalinas.org			marcos.rodrigueztr@pisd.edu		robin.willits@fsresidential.com
Office Phone	N/A			469-752-1491		954-925-8200
Cell Phone						
Email - Attempt 1	2/4/2022			2/4/2022		2/4/2022
Email - Attempt 2	2/9/2022			2/8/2022		
Phone - Attempt 1				2/9/2022		
Question description:				10:25 a.m.		
1 Timeliness of performance of service.		3.333	2.667			2.667
2 Commitment to customer service, in working well with clients.		3.333	2.667			3.333
Reference Total:			5.334	0.000		6.000
						11.33

From: [Scott Wilson](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Reminder: Request for Reference - Brightview Landscape Services
Date: Wednesday, February 9, 2022 1:17:45 PM

Sorry for the confusion, below is the new table sent.

Scott Wilson | Director of Common Property
 972.541.2345 | swilson@lascolinas.org

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Wednesday, February 9, 2022 11:13 AM
To: Scott Wilson <swilson@LasColinas.org>
Subject: Reminder: Request for Reference - Brightview Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Brightview Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	2.667
Commitment to customer service, in working well with clients.	2.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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From: [Diane Mitchell](#)
To: ["marcos.rodriqueztre@pisd.edu"](mailto:marcos.rodriqueztre@pisd.edu)
Cc: [Omotayo Sokale](#)
Subject: Request for Reference - Brightview Landscape Services
Date: Friday, February 4, 2022 12:24:00 PM

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Brightview Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	
Commitment to customer service, in working well with clients.	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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 Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P

www.duncanville.com



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From: [Diane Mitchell](#)
To: marcos.rodrigueztre@psd.edu
Cc: [Omotayo Sokale](#)
Subject: Reminder: Request for Reference - Brightview Landscape Services
Date: Tuesday, February 8, 2022 3:47:00 PM

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Brightview Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	
Commitment to customer service, in working well with clients.	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
 Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P

www.duncanville.com



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From: [Robin Willits](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Reference - Brightview Landscape Services
Date: Friday, February 4, 2022 12:38:02 PM
Attachments: [image001.png](#)

My evaluation below.
 Robin



ROBIN WILLITS
 Sr PID Operations Manager
 Direct 817-380-7003

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:26 PM
To: Robin Willits <robin.willits@fsresidential.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Reference - Brightview Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Brightview Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	2.667
Commitment to customer service, in working well with clients.	3.333

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA

Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com


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RFB-22-0003

Landscaping Maintenance

Reference

Total Points Allocated to References	20
Points allocated to each reference. Number of References	3 6.667
Total Number of Questions	2
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	3.333

Guideline

3.333	Excellent
2.667	Very Good
2.000	Good
1.333	Competent
0.667	Poor
0.00	Non-Compliant

GOOD EARTH

			1	2	3	
Contract Number & Name						
Completion Date/ Contract Period						
Owner			Dallas City Hall	Dallas City Hall	City of Mesquite	
Contact Name			Bobby Cano	Gehan Asaad	Jason Ervin	
Email			bobby.cano@dallascityhall.com	gehan.asaad@dallascityhall.com	jervin@cityofmesquite.com	
Office Phone			214-671-0422	214-671-9516	972-216-6975	
Cell Phone						
Email - Attempt 1						
Phone - Attempt 2						
Phone - Attempt 3						
Question description:						
1	Timeliness of performance of service.	3.333	3.333	3.333	2.000	
2	Commitment to customer service, in working well with clients.	3.333	3.333	3.333	2.000	
Reference Total:			6.666	6.666	4.000	17.332

From: [Cano, Bobby](#)
To: [Diane Mitchell](#)
Subject: RE: Request for Reference - Good Earth Corporation Landscape Services
Date: Friday, February 4, 2022 12:46:40 PM

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:31 PM
To: Cano, Bobby <bobby.cano@dallascityhall.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Reference - Good Earth Corporation Landscape Services

External Email!

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Corporation Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	3.333
Commitment to customer service, in working well with clients.	3.333

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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From: [Asaad, Gehan](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Reference - Good Earth Corporation Landscape Services
Date: Friday, February 4, 2022 12:35:03 PM

Hello – please see below in RED.

Thanks!
 Gehan
 Sr Program Manager
 214-671-9516

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:33 PM
To: Asaad, Gehan <gehan.asaad@dallascityhall.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Reference - Good Earth Corporation Landscape Services

External Email!

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Corporation Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	3.333
Commitment to customer service, in working well with clients.	3.333

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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From: [Jason Ervin](#)
To: [Diane Mitchell](#)
Subject: FW: [External] Request for Reference - Good Earth Corporation Landscape Services
Date: Tuesday, February 8, 2022 10:53:19 AM
Attachments: [android-playstore-sm_e7eef861-8e52-48b0-b050-fd74496ed6ba.png](#)
[ios-appstore-sm_362296eb-b71c-4354-b3c6-dcb4ace4b304.png](#)
[mesquite2_64952466-7699-4070-b932-30d24905c61c.png](#)
[facebook-sm_262b4c3a-a28d-4cb5-b602-1ca1c36efdc8.png](#)
[twitter-sm_5a8ab38f-f344-49ee-91a2-cb12fba72664.png](#)
[youtube-sm_9952d6d6-5f44-4136-949e-63fdb427d964.png](#)
[instagram-sm_ade9be15-e3e9-4c9d-8f49-0cf0da96e5ca.png](#)

Sent from [Mail](#) for Windows

Please take a moment to complete the City of Mesquite [customer satisfaction survey](#).

Download our customer service app **myMesquite** to submit service requests:



Jason Ervin
District Park Supervisor | Parks and Recreation Department
1101 E Main St. | Mesquite, TX 75149
(972) 216-6975 | jervin@cityofmesquite.com
   

From: [Jack McLain](#)
Sent: Monday, February 7, 2022 7:20 AM
To: [Jason Ervin](#)
Subject: FW: [External] Request for Reference - Good Earth Corporation Landscape Services

Another reference check.

Jack McLain
District Park Supervisor | Parks and Recreation Department
(972) 216-6912 | jmclain@cityofmesquite.com

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:34 PM
To: Jack McLain <jmclain@cityofmesquite.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: [External] Request for Reference - Good Earth Corporation Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Corporation Landscape Services has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	2
Commitment to customer service, in working well with clients.	2

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
 Duncanville, TX 75116
 972.780.5006 P
www.duncanville.com



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RFB-22-0003

Landscaping Maintenance

Reference

Total Points Allocated to References	20
Points allocated to each reference. Number of References	3 6.667
Total Number of Questions	2
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	3.333

Guideline

3.333	Excellent
2.667	Very Good
2.000	Good
1.333	Competent
0.667	Poor
0.00	Non-Compliant

YELLOWSTONE LANDSCAPING

	1	2	3
Contract Number & Name	High Visibilty ROW/Medians	Facility & Parks Landscape	Parks, Facilites, ROW/Medians
Completion Date/ Contract Period			
Owner	City of Mesquite	City of Mansfield	City of Lancaster
Contact Name	Jason Ervin	Brian Coatney	Jason Branch
Email	jervin@cityofmesquite.com	brian.coatney@mansfieldtexas.gov	jbranch@lancaster-tx.com
Office Phone	972-216-6912	817-728-3391	972-218-2304
Cell Phone			
Email - Attempt 1	2/4/2022	2/4/2022	2/4/2022
Email - Attempt 2	1/8/2022		
Phone - Attempt 3			
Question description:			
1 Timeliness of performance of service.	3.333	2.667	3.333
2 Commitment to customer service, in working well with clients.	3.333	2.667	3.333
Reference Total:	5.334	6.666	6.666

18.67

From: [Jason Ervin](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: [External] FW: Request for Reference - Yellowstone Landscape
Date: Wednesday, February 9, 2022 10:03:34 AM
Attachments: [android-playstore-sm_e7eef861-8e52-48b0-b050-fd74496ed6ba.png](#)
[ios-appstore-sm_362296eb-b71c-4354-b3c6-dcb4ace4b304.png](#)
[mesquite2_64952466-7699-4070-b932-30d24905c61c.png](#)
[facebook-sm_262b4c3a-a28d-4cb5-b602-1ca1c36efdc8.png](#)
[twitter-sm_5a8ab38f-f344-49ee-91a2-cb12fba72664.png](#)
[youtube-sm_9952d6d6-5f44-4136-949e-63fdb427d964.png](#)
[instagram-sm_ade9be15-e3e9-4c9d-8f49-0cf0da96e5ca.png](#)

Sent from [Mail](#) for Windows

Please take a moment to complete the City of Mesquite [customer satisfaction survey](#).

Download our customer service app **myMesquite** to submit service requests:



Jason Ervin
District Park Supervisor | Parks and
Recreation Department
1101 E Main St. | Mesquite, TX 75149
(972) 216-6975 | jervin@cityofmesquite.com


From: [Diane Mitchell](#)
Sent: Tuesday, February 8, 2022 5:12 PM
To: [Jason Ervin](#)
Cc: [Omotayo Sokale](#); [Jack McLain](#)
Subject: [External] FW: Request for Reference - Yellowstone Landscape

Jason,

Please see the reference request sent last Friday for Yellowstone Landscape.

Your prompt response would be greatly appreciated.

Kindest Regards,

Diane Mitchell
Buyer/ Purchasing Agent



203 E. Wheatland Road
 Duncanville, TX 75116
 972.780.5006 P
www.duncanville.com



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From: Diane Mitchell
Sent: Friday, February 4, 2022 12:38 PM
To: jmclain@cityofmesquite.com
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Reference - Yellowstone Landscape

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	2.667
Commitment to customer service, in working well with clients.	2.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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From: [Brian Coatney](#)
To: [Diane Mitchell](#)
Subject: Re: Request for Reference - Yellowstone Landscape
Date: Sunday, February 6, 2022 5:47:41 PM

On Fri, Feb 4, 2022 at 12:39 PM Diane Mitchell <diane.mitchell@duncanville.com> wrote:

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	3.333
Commitment to customer service, in working well with clients.	3.333

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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Duncanville, TX 75116
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--

Brian Coatney
Park Services Supervisor
City of Mansfield Parks and Recreation
817-728-3391 (office)
817-473-1149 (fax)
brian.coatney@mansfieldtexas.gov



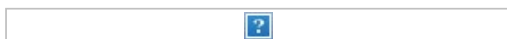
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From: [Branch, Jason](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: Re: #External - Request for Reference - Yellowstone Landscape
Date: Friday, February 4, 2022 12:44:18 PM

I filled in the score below.

Thank you,

Jason Branch
 Streets/Storm Water
 972-218-2304

On Feb 4, 2022, at 12:40 PM, Diane Mitchell <diane.mitchell@duncanville.com> wrote:

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The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a reference check.

Please use the table below to evaluate this vendor on the questions below it:

Rating:	Score:
Excellent	3.333
Very Good	2.667
Good	2.000
Competent	1.333
Poor	0.667
Non-Compliant	0.00

Question:	Score:
Timeliness of performance of service.	3.33
Commitment to customer service, in working well with	3.33

clients.

We thank you for your response and look forward to receiving it by end of day,
Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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RFB-22-0003
Landscaping Maintenance

Past Performance

Total Points Allocated to References	15
Points allocated to each reference. Number of References	3
Total Number of Questions	3
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	1.667

Guideline

1.667	Excellent
1.333	Very Good
1.000	Good
0.667	Competent
0.333	Poor
0.00	Non-Compliant

				1	2	3
Contract Number & Name						
Completion Date/ Contract Period						
Owner						
Contact Name				Scott Wilson	Marcos Rodriquez	Robin Willits
Email				swilson@LasColinas.org	marcos.rodriqueztre@pisd.edu	robin.willits@fsresidential.com
Office Phone				N/A	469-752-1491	954-925-8200
Cell Phone						
Email - Attempt 1				2/4/2022	2/4/2022	2/4/2022
Email - Attempt 2					2/8/2022	
Phone - Attempt 1					2/9/2022	
Question description:					10:25 a.m.	
1	Compliance with specifications requirements.		1.667	1.333		1.667
2	How would you rate the Contractor's efforts on resolving problems related to the contract, services, and personnel?		1.667	1.333		1.667
3	Is the vendor deploying adequate equipment with good safety measures?		1.667	1.667		1.667
Reference Total:				4.333	0.00	5.00

9.334

From: [Scott Wilson](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Past Performance Reference - BrightView Landscape Services
Date: Friday, February 4, 2022 5:29:48 PM

Please see the table below that you provided and let me now if you have any questions.

Scott Wilson | Director of Common Property
 972.541.2345 | swilson@lascolinas.org

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 1:16 PM
To: Scott Wilson <swilson@LasColinas.org>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Past Performance Reference - BrightView Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

BrightView Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.333
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.333
Did the vendor deploy adequate equipment with good safety measures?	1.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
Duncanville, TX 75116
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From: [Diane Mitchell](#)
To: marcos.rodrigueztre@pisd.edu
Cc: [Omotayo Sokale](#)
Subject: Request for Past Performance Reference - BrightView Landscape Services
Date: Friday, February 4, 2022 1:17:00 PM

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

BrightView Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	
Did the vendor deploy adequate equipment with good safety measures?	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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From: [Diane Mitchell](#)
To: marcos.rodrigueztre@psd.edu
Cc: [Omotayo Sokale](#)
Subject: Reminder: Request for Past Performance Reference - BrightView Landscape Services
Date: Tuesday, February 8, 2022 3:48:00 PM

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

BrightView Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	
Did the vendor deploy adequate equipment with good safety measures?	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
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[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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From: [Robin Willits](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Past Performance Reference - BrightView Landscape Services
Date: Monday, February 7, 2022 10:42:57 AM

Please see my response below.
 Robin

Robin Willits

Senior PID Operations Manager

[FirstService Residential](#)

[9800 Hillwood Parkway, Suite 210 | Fort Worth, TX 76177](#)

Direct 817-380-7003 | Toll Free 877-378-2388

Email robin.willits@fsresidential.com

www.fsresidential.com

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From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 1:18 PM
To: Robin Willits <robin.willits@fsresidential.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Past Performance Reference - BrightView Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

BrightView Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.667

How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.667
Did the vendor deploy adequate equipment with good safety measures?	1.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



203 E. Wheatland Road
 Duncanville, TX 75116
 972.780.5006 P
www.duncanville.com



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RFB-22-0003

Landscaping Maintenance

Past Performance

Total Points Allocated to References	15
Points allocated to each reference. Number of References	3
Total Number of Questions	3
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	1.667

Guideline

1.667	Excellent
1.333	Very Good
1.000	Good
0.667	Competent
0.333	Poor
0.00	Non-Compliant

GOOD EARTH

	1	2	3
Contract Number & Name	BI1810	BT19-00010422	BK19-00009791
Completion Date/ Contract Period	Currently in the 7th consecutive 36-month service contract	Contract still active	Contract still active
Owner	Dallas City Hall	Dallas City Hall	City of Mesquite
Contact Name	Jon Taylor	Bobby Cano	Jason Ervin
Email	jon.taylor@dallascityhall.com	bobby.cano@dallascityhall.com	jervin@cityofmesquite.com
Office Phone	214-670-8166	214-671-0422	972-216-6912
Cell Phone			
Email - Attempt 1			
Phone - Attempt 2			
Phone - Attempt 3			
Question description:			
1 Compliance with specifications requirements.	1.667	1.333	1.000
2 How would you rate the Contractor's efforts on resolving problems related to the contract, services, and personnel?	1.667	1.333	1.000
3 How would you rate the Contractor's efforts to control costs? Is the vendor deploying adequate equipment with good safety measures	1.667	1.667	1.000
Reference Total:	5.001	4.33	3.00

12.334

From: [Taylor-Brown, Jon](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Past Performance Reference - Good Earth Landscape Services
Date: Monday, February 7, 2022 3:46:19 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

As requested,

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.667
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.667
Did the vendor deploy adequate equipment with good safety measures?	1.667

Additionally, Good Earth has provided high quality maintenance services to the City of Dallas. The customer service is also excellent. The company is always responsive and prompt.

Jon Taylor-Brown
Senior Program Manager
City of Dallas | [DallasCityNews.net](https://dallascitynews.net)
 Department of Public Works
 2710 Municipal Street
 Dallas, TX 75215



O: 214-670-8166

jon.taylorbrown@dallascityhall.com



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From: Diane Mitchell <diane.mitchell@duncanville.com>

Sent: Friday, February 4, 2022 1:06 PM

To: Taylor-Brown, Jon <jon.taylorbrown@dallascityhall.com>

Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>

Subject: Request for Past Performance Reference - Good Earth Landscape Services

External Email!

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

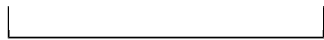
	Score:
Compliance with specifications requirements.	

How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	
Did the vendor deploy adequate equipment with good safety measures?	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com


 203 E. Wheatland Road
 Duncanville, TX 75116
 972.780.5006 P
www.duncanville.com



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From: [Cano, Bobby](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Request for Past Performance Reference - Good Earth Landscape Services
Date: Friday, February 4, 2022 1:17:50 PM

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 1:07 PM
To: Cano, Bobby <bobby.cano@dallascityhall.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Past Performance Reference - Good Earth Landscape Services

External Email!

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.333
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.333
Did the vendor deploy adequate equipment with good safety measures?	1.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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From: [Jason Ervin](#)
To: [Diane Mitchell](#)
Subject: RE: [External] Request for Past Performance Reference - Good Earth Landscape Services
Date: Tuesday, February 8, 2022 10:51:41 AM
Attachments: [android-playstore-sm_e7eef861-8e52-48b0-b050-fd74496ed6ba.png](#)
[ios-appstore-sm_362296eb-b71c-4354-b3c6-dcb4ace4b304.png](#)
[mesquite2_64952466-7699-4070-b932-30d24905c61c.png](#)
[facebook-sm_262b4c3a-a28d-4cb5-b602-1ca1c36efdc8.png](#)
[twitter-sm_5a8ab38f-f344-49ee-91a2-cb12fba72664.png](#)
[youtube-sm_9952d6d6-5f44-4136-949e-63fdb427d964.png](#)
[instagram-sm_ade9be15-e3e9-4c9d-8f49-0cf0da96e5ca.png](#)

Sent from [Mail](#) for Windows

Please take a moment to complete the City of Mesquite [customer satisfaction survey](#).

Download our customer service app **myMesquite** to submit service requests:



Jason Ervin
District Park Supervisor | Parks and Recreation Department
1101 E Main St. | Mesquite, TX 75149
(972) 216-6975 | jervin@cityofmesquite.com
[f](#) [t](#) [v](#) [i](#)

From: [Jack McLain](#)
Sent: Monday, February 7, 2022 7:21 AM
To: [Jason Ervin](#)
Subject: FW: [External] Request for Past Performance Reference - Good Earth Landscape Services

Another reference check.

Jack McLain
District Park Supervisor | Parks and Recreation Department
(972) 216-6912 | jmclain@cityofmesquite.com

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 1:09 PM
To: Jack McLain <jmclain@cityofmesquite.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: [External] Request for Past Performance Reference - Good Earth Landscape Services

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Good Earth Landscape Services has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1
Did the vendor deploy adequate equipment with good safety measures?	1

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

e Mitchell, RTSBA
 r/ Purchasing Agent
e.mitchell@duncanville.com



E. Wheatland Road
 anville, TX 75116

780.5006 P

duncanville.com



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WARNING: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe. **Please use the Phish Alert Button to report suspicious messages.** Forward to the Help Desk or call us at 972-216-6622 if you are unsure.

RFB-22-0003

Landscaping Maintenance

Past Performance

Total Points Allocated to References	15
Points allocated to each reference. Number of References	3
Total Number of Questions	3
Points allocated to each Question (Total number of Questions / Points allocated to each Reference)	1.667

Guideline

1.667	Excellent
1.333	Very Good
1.000	Good
0.667	Competent
0.333	Poor
0.00	Non-Compliant

YELLOWSTONE LANDSCAPE

				1	2	3	
Contract Number & Name				Campus Landscape Maintenance	Turf Maintenance	Campus Landscape Maintenance	
Completion Date/ Contract Period							
Owner				YUM	Arlington ISD	Poly America	
Contact Name				Terri Phin	Tim Borden	David Cone	
Email				Terri.Phin@yum.com	tborden1@aisd.net	davidco@poly-america.com	
Office Phone				972-338-7700	682-867-7640	214-548-7637	
Cell Phone							
Email - Attempt 1				2/4/2022	2/4/2022	2/4/2022	
Email - Attempt 2						1/8/2022	
Phone - Attempt 3							
Question description:							
1	Compliance with specifications requirements.		1.667	1.333	1.333	1.667	
2	How would you rate the Contractor's efforts on resolving problems related to the contract, services, and personnel?		1.667	1.667	1.333	1.667	
3	Is the vendor deploying adequate equipment with good safety measures?		1.667	1.667	1.667	1.667	
Reference Total:				4.667	4.33	5.00	14.001

Diane Mitchell

From: Phin, Terri <Terri.Phin@yum.com>
Sent: Friday, February 4, 2022 1:40 PM
To: Diane Mitchell
Cc: Omotayo Sokale
Subject: RE: [EXT]Request for Past Performance Reference - Yellowstone Landscape

Hello Diane,

Please see my rating below in blue.

Thank you,



**YUM
EQUALITY
SOCIETY**

Terri M. Phin
 Facility Manager | Pizza Hut, LLC
 7100 Corporate Drive, Plano TX 75024
 O: 972 338 8788 | terri.phin@yum.com

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:51 PM
To: Phin, Terri <Terri.Phin@yum.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: [EXT]Request for Past Performance Reference - Yellowstone Landscape

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.333

How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.667
Did the vendor deploy adequate equipment with good safety measures?	1.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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 Duncanville, TX 75116
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From: [Timothy BORDEN](#)
To: [Diane Mitchell](#)
Subject: RE: Request for Past Performance Reference - Yellowstone Landscape
Date: Monday, February 7, 2022 8:41:00 AM
Attachments: [image003.png](#)

	Score:
Compliance with specifications requirements.	1.333
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.333
Did the vendor deploy adequate equipment with good safety measures?	1.667

Tim Borden

Grounds Supervisor
[Arlington Independent School District](#)
 1201 Colorado Lane
 Arlington, Texas 76015
Phone: (682) 867-7623
 Email: tborden1@aisd.net



From: Shawn SHOCKLER <sshockle@aisd.net>
Sent: Friday, February 4, 2022 1:00 PM
To: Timothy BORDEN <tborden1@aisd.net>
Subject: Fwd: Request for Past Performance Reference - Yellowstone Landscape

Thanks,

Shawn

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Friday, February 4, 2022 12:55:00 PM
To: Shawn SHOCKLER <sshockle@aisd.net>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Request for Past Performance Reference - Yellowstone Landscape

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The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

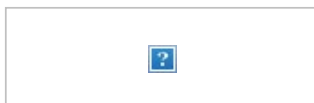
Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	
Did the vendor deploy adequate equipment with good safety measures?	

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
 Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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From: [David Cone](#)
To: [Diane Mitchell](#)
Cc: [Omotayo Sokale](#)
Subject: RE: Reminder: Request for Past Performance Reference - Yellowstone Landscape
Date: Wednesday, February 9, 2022 7:30:56 AM

From: Diane Mitchell <diane.mitchell@duncanville.com>
Sent: Tuesday, February 08, 2022 5:08 PM
To: David Cone <DavidCo@poly-america.com>
Cc: Omotayo Sokale <omotayo.sokale@duncanville.com>
Subject: Reminder: Request for Past Performance Reference - Yellowstone Landscape

The City of Duncanville recently solicited a bid number 2022-0003 for Landscaping Maintenance Services.

Yellowstone Landscape has submitted a bid and provided your name for a past performance reference check.

Please use the table below to evaluate this vendor on the questions below:

Rating:	Score:
Excellent	1.667
Very Good	1.333
Good	1.000
Competent	0.667
Poor	0.333
Non-Compliant	0.00

	Score:
Compliance with specifications requirements.	1.667
How would you rate the Contractor's efforts in resolving problems related to the contract, services, and personnel?	1.667
Did the vendor deploy adequate equipment with good safety measures?	1.667

We thank you for your response and look forward to receiving it by end of day, Wednesday, February 9, 2022.

Sincerely,

Diane Mitchell, RTSBA
Buyer/ Purchasing Agent
Diane.mitchell@duncanville.com



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Duncanville, TX 75116
[972.780.5006](tel:972.780.5006) P
www.duncanville.com



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Notifications Report

Agency City of Duncanville
 Bid Number 151501
 Bid Title LANDSCAPE MAINTENANCE

Vendor Name	State	Email
ABESCAPE GROUP, LLC	TX	amartinez@abescape.com
All About Mowing LLC	TX	allaboutmowing@aol.com
Arlington Camera, Inc	TX	hermilo@arlingtoncamera.com
BidClerk	IL	content@constructconnect.com
Brightview Landscape Services Inc	TX	clinton.fain@brightview.com
Buff Right LLC	TX	sales@buffright.net
ConstructConnect	OH	content@constructconnect.com
Construction Journal	FL	bids@constructionjournal.com
Custom Tree Care, Inc.	KS	customtreecare@hotmail.com
D & D Commerical Landscape Managemer	TX	dave@ddmowing.com
DBA All American Lawn Care	TX	jmcfaddin11@gmail.com
Dodge Data & Analytics	OH	dodge.bidding@construction.com
Ecocutter	TX	Sales@ecocutter.com
Edens Touch Landscape Management	TX	Edenstouchlandscape@gmail.com
Garland Camera	TX	info@garlandcamera.net
Gilbert May Inc.	TX	jevans@phillipsmay.com
Good Earth Corporation	TX	gbelk@goodearth-inc.com
Greener Images	TX	service@greenerimages.com
HQS Construction, LLC	TX	bids@HQSconstruction.com
Incircle Management Inc	TX	incircleoffice@gmail.com
JBa Land Management, LLC	TX	Jbattle@JBaLM.com
L&L Supplies	TX	swalker8585@gmail.com
Lakehill Environmental Inc.	TX	steven@lakehillenvironmental.com
LandWorks	TX	customerservice@landworksdfw.com
Lawn Patrol Service, Inc.	TX	sanjuana@lawnpatrolservice.com
LEONARD BROTHERS LLC	TX	mark@leonardbrothersllc.com
Leon's Landscape Services	TX	leonslandscape17@gmail.com
North America Procurement Council	CO	sourcemanagement@napc.me
Onvia	WA	sourcemanagement2@onvia.com
Performance Property Servicing	AL	bison@aimtoperform.com
Perkens WS Corporation	WA	kencorpcway@gmail.com
Perkens WS Corporation	WA	kencorpcway@gmail.com
Preservation Tree Services, Inc.	TX	ajt@preservationtree.com
PWXPress	FL	bids@pwxpress.com
Resource Service Solutions, LLC	KS	kward@rss-web.com
RFx Analyst	CA	rfp@rfxanalyst.com
School Wholesale Supplies LLC	TN	jpdas@eii-usa.com
Shawnee MIssion Tree Service, Inc.	TX	JHager@ArborMasters.com
SmartProcure	FL	rbjornsson@govspend.com
Superior Landscapes	TX	jwolfe@superiorlandscapes.biz
T Smith's Lawn Service	TX	tdsmith72@sbcglobal.net
Terracare Associates	TX	mslicker@myterracare.com
TFR Enterprises, Inc	TX	tiffanyw@tfrinc.com
Urban Landscaping & Irrigation	TX	urbanlandscaping@att.net
VMC Landscape Services	TX	dmyers@vmclandscape.com
WCD Enterprises LLC	AZ	wes.dryden@yahoo.com

Weldon's Lawn and Tree
Yellowstone Landscape
TOTAL = 48

TX
TX

brandon@wiltlandscape.com
bmcdoanld@yellowstonelandscape.co

Access Report
 Agency City of Duncanville
 Bid Number 22-0003

Bid Title LANDSCAPE
 MAINTENANCE

Vendor Name	Accessed First Time
ABESCAPE GROUP, LLC	2022-01-05 09:39 AM CST
BidClerk	2021-12-23 04:25 AM CST
Brightview Landscape Services Inc	2022-01-17 01:58 PM CST
ConstructConnect	2022-01-20 05:54 AM CST
Construction Journal	2021-12-23 04:17 AM CST
Construction Software Technologies	2022-01-25 09:00 PM CST
DBA All American Lawn Care	2022-01-12 11:34 AM CST
Dodge Data & Analytics	2021-12-30 11:10 PM CST
Edens Touch Landscape Management	2022-01-07 05:59 PM CST
Fast General Contracting	2022-01-24 12:06 PM CST
Good Earth Corporation	2021-12-22 11:34 AM CST
Hauling Ace Dispatching LLC	2022-02-15 03:22 PM CST
Hearn Company	2021-12-22 04:27 PM CST
IMS	2021-12-23 03:00 AM CST
Incircle Management Inc	2021-12-25 06:53 PM CST
iSqFt	2022-01-26 12:17 AM CST
JBa Land Management, LLC	2021-12-22 01:59 PM CST
L&L Supplies	2021-12-23 07:32 AM CST
Lakehill Environmental Inc.	2022-01-10 09:32 AM CST
North America Procurement Council	2021-12-28 06:50 AM CST
NuEdge Lawns	2022-01-18 10:08 PM CST
Onvia	2021-12-22 01:22 PM CST
Perkens WS Corporation	2021-12-23 10:24 PM CST
PWXPress	2021-12-23 07:33 AM CST
RFx Analyst	2021-12-27 10:14 AM CST
School Wholesale Supplies LLC	2021-12-22 10:40 PM CST
SCM Construction Services, LLC.	2021-12-27 07:32 AM CST
SmartProcure	2021-12-23 03:31 AM CST
T Smith's Lawn Service	2022-01-07 07:26 AM CST
Tukmol General Contractor	2022-01-04 12:59 AM CST
Unity Contractor Services, Inc.	2021-12-23 08:12 AM CST
Urban Landscaping & Irrigation	2022-01-09 04:24 PM CST
Wayne Enterprises	2021-12-22 09:36 PM CST
WCD Enterprises LLC	2021-12-23 09:05 AM CST
Yellowstone Landscape	2021-12-30 11:43 AM CST

PRE-BID SIGN-IN SHEET

City of Duncanville



BID NO.: **RFB-22-0003**

BID TITLE: **LANDSCAPING MAINTENANCE**

MANDATORY MEETING HELD: **Tuesday, January 11, 2022**

BID OPENING DATE: **02/1/2022 - 2:00 P.M.**

COMPANY NAME & SIGNATURE (Please print clearly)		TITLE/ EMAIL
Company: Goodearth		mplouf@Goodearth-inc.com
Representative: Matthew Plouf		
Company: Yellowstone Landscape		S. Business Development Manager
Representative: Bruce McDonald		bmcDonald@yellowstonelandscape.com
Company: Urban Landscaping & Fertilization		Operations
Representative: Dexter Payne		Urbanlandscapingdallas.net
Company: Brightview		Market Sales Manager
Representative: Clinton Fain		Clinton.Fain@brightview.com
Company:		
Representative:		
Company:		
Representative:		
Company:		
Representative:		



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

Consider a Resolution confirming the City Manager's appointment of Steve Flanagan as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner Tracey Martin as of March 15, 2022.

- N/A
 - Goal: N/A

STAFF RESPONSIBLE:

Todd C. Siegel, HR and Civil Service Director

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 Steve Flanagan's first term to serve on the Civil Service Commission filling the vacancy on the Commission created when Commissioner Tracey Martin resigned during her first term. This term will end on October 31, 2023. Mr. Flanagan is a 52-year resident of the City of Duncanville.

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 Assistant City Manager Robert Brown, Human Resources & Civil Service Director Todd Siegel, Police Chief Mark LiVigni, and Assistant Fire Chief Greg Chase, it is my desire to appoint Mr. Flanagan to serve as a Civil Service Commissioner through October 31, 2023.

FUNDING SOURCE:

ORG and Object Number

NA

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approve Resolution.
2. Do not approve Resolution.
3. Other actions as directed by Council.

ATTACHMENTS:

[Attachment 1 - Steve Flanagan Civil Service Application](#)

[Attachment 2 -Resolution No. - 2022-021 - Civil Service Appointment - Flanagan](#)



FOR OFFICE USE ONLY

Received:	10/29/2020
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: <u>Steve Flanagan</u>	Occupation: <u>RETIRED DUNCANVILLE PD</u>
Home Address:	
Telephone Number: [REDACTED]	Email Address: [REDACTED]
Registered Voter: <u>Yes</u> / No	Resident for # of Years in City: <u>50+</u>

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

Why are you interested in applying for this specific Board or Commission?

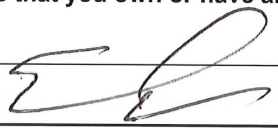
To improve the city's image & economics first we
have to have a first rate police & fire depts,
as well as service providers.

What do you hope to accomplish by serving on this Board or Commission? Improve professionalism of Tike Department, involved
What experience do you possess that will be helpful to the mission of this Board or Commission? 20 years HONORARY RETIRED DUNCANVILLE P.D. B.A. LAW ENFORCEMENT & POLICE SCIENCE
How will you engage other citizens to provide to you a perspective or recommendations?
What concerns, if any, do you have about issues facing Duncanville? DUNCANVILLE IS IN STEADY DECLINE & IMPROVEMENT WILL ONLY BEGET US ALL & ENCOURAGE IMPROVED ECONOMY
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:	STEVE POROSK FLANAGAN
Complete legal name of spouse:	N/A
Home address:	[REDACTED]
List all properties that you own or have an interest within the City of Duncanville:	[REDACTED]
List all businesses that you own or have an interest within the City of Duncanville:	N/A

Signature:  Date: 10-21-2020

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. 2022-021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, CONFIRMING APPOINTMENT OF THE CITY MANAGER OF STEVE FLANAGAN AS A MEMBER OF THE DUNCANVILLE CIVIL SERVICE COMMISSION SERVING HIS FIRST TERM THROUGH OCTOBER 31, 2023; AND, PROVIDING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, City Manager, Aretha R. Ferrell-Benavides, has appointed Steve Flanagan to the Duncanville Civil Service Commission subject to the confirmation of the City Council; and

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 Steve Flanagan 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 15th day of March, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

Consider an Ordinance establishing a thirty (30) minute reasonable response time (commuting range) requirement for civil emergencies for identified positions.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
 - Goal: N/A

STAFF RESPONSIBLE:

Todd Siegel, HR Director

BACKGROUND/HISTORY:

Establishing a reasonable response time requirement for certain essential City of Duncanville employees during civil emergencies. Similar ordinances are being considered and/or adopted by the best southwest cities.

POLICY EXPLANATION:

Pursuant to Chapter 150.021 of the Texas Local Government Code, employees who are likely to be called to work in cases of civil emergency may be required to reside within a reasonable response commuting range of their place of work by ordinance.

The positions for which there will be a reasonable response time requirement are Assistant City Manager, Police Chief, Fire Chief, and Regional Emergency Management Administrator. The Ordinance stipulates employees in these identified positions who are hired after March 15, 2022, will have a thirty (30) minute reasonable response time to a civil emergency in the City of Duncanville.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approval of Ordinance.
2. Do not approve Ordinance.
3. Other actions as directed by Council.

ATTACHMENTS:

[Attachment 1 - Ordinance No. -2429 - Response Commuting Range Requirement - Civil Emergencies - Pdf](#)

ORDINANCE NO. 2429

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, ESTABLISHING A REASONABLE RESPONSE COMMUTING RANGE REQUIREMENT FOR CIVIL EMERGENCIES FOR CERTAIN POSITIONS; AND PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 150.021 of the Texas Local Government Code employees who are likely to be called to work in cases of civil emergency may be required to reside within a reasonable response commuting range of their place of work by ordinance; and

WHEREAS, the City Council has established that for certain employees hired after March 15, 2022 a reasonable response time to a civil emergency is thirty (30) minutes; and

WHEREAS, the City Council has established a reasonable response time for those employees in the position of Assistant City Manager, Police Chief, Fire Chief, and Regional Emergency Management Administrator; and

WHEREAS, Subsection 150.021 of the Texas Government Code states that the reasonable response times established by the governing body may not be retroactively imposed on any person in the employ of the municipality at the time the standards are adopted.

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

SECTION 1. That City Council hereby establishes a reasonable response time for the position of Assistant City Manager, Police Chief, Fire Chief, and Regional Emergency Management Administrator to be 30 minutes.

SECTION 2. 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 3. That all Ordinances of the City of Duncanville heretofore adopted which are in conflict with the provisions of this Ordinance be, and the same are hereby repealed; and provisions of Ordinance Number 2420, except as amended herein, shall remain in full force and effect.

SECTION 4. That this ordinance shall take effect on the 15th day of March, 2022

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 15 day of March, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 15 Mar 2022

TITLE:

Receive the Monthly Financial Report as of January 31, 2022.

- N/A
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Edena J. Atmore, Managing Director, Financial Services

BACKGROUND/HISTORY:

The Financial Report is presented to provide actual revenues and expenditures compared to the budget. The report provides financial summary data on key funds, including the General, Utility, Economic Development, and the Fieldhouse funds.

POLICY EXPLANATION:

City Council expects to receive monthly reports on the City's financial condition. January is the first month in the calendar year 2022 and the beginning of the second quarter for the fiscal year 2021-2022. Revenues and expenditures are expected to approximate a budgeted target of 33% for the period ending January 31, 2022. See the attached Monthly Financial Report as of January 31, 2022, for further details on the City's budget and actual revenues and expenditures for all funds.

Financial Services has also included the Certified Monthly Property Tax Certification Report and the monthly Sales Tax allocation worksheet for your review on pages 11 and 13, respectively, of the Duncanville financial report.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

N/A

ATTACHMENTS:

[Monthly Financial Report](#)



**CITY OF DUNCANVILLE
MONTHLY FINANCIAL REPORT**

Fiscal Year 2021-2022
YEAR-TO-DATE OPERATIONS

AS OF JANUARY 31, 2022

OCTOBER 1, 2021 TO JANUARY 31, 2022

*We are building a vibrant, inclusive community, driven by a
commitment to democratic principles and service above self*

Updated and Prepared by
FINANCIAL SERVICES DEPARTMENT
3/7/2022



MEMORANDUM

TO: Aretha Ferrell-Benavides
City Manager

Robert Brown, Jr.
Assistant City Manager

FROM: Edena J. Atmore
Managing Director, Financial Services

DATE: March 7, 2022

RE: January 31, 2022, Monthly Financial Report for the City of Duncanville, Texas

The Duncanville Monthly Financial Report presents unaudited revenues and expenditures through January 31, 2022, compared to the budgetary numbers for the fiscal year 2021-22. The report provides financial summary data on key funds, including the General, Utility, Economic Development, and the Fieldhouse funds. General Fund is the primary operating fund for the City, so details of revenues by category and expenditures by the department are included for your review. In addition, all other funds that are part of daily operations are included in brief to highlight each fund's revenues, expenditures, and fund balances.

January is the first month of the calendar year 2022 and the first month in the second quarter of fiscal year (FY) 2022. We expect to collect and spend about 33% of the budgeted revenues and expenditures. Below are highlights of October 2021 through January 2022 governmental financial statements.

General Fund:

General Fund's unaudited ending fund balance for actuals is approximately \$22.3 million to date, which provides an expenditure coverage for 825 days of operations as of the end of January 31, 2022. The fiscal year for General Fund began with approximately \$15.3 million in fund balance before the external audit was completed. This beginning fund balance will be continually adjusted as the auditors conduct their FY 2021 external audit by the end of March 2022.

- Overall, collected General Fund revenues and transfers currently are at 49.1% of the targeted budget of 33%. This variance is well above the targeted percentage of revenues expected to be collected in FY 2022.
 - Current property tax payments are at 73.4% of the budget. We will see a steady stream of property tax revenues collected for the next two months. Then they will start to decline as most of the arbitrations of assessed values are settled by the Dallas Central Appraisal District. A certified copy of the Property Tax Collection Report is attached on page 11 of this report.
 - Overall, sales tax revenues for this period are 1.2% less than the budgeted amount for the same time last year. The data reflects two months of revenue (November sales tax is received in January for FY 2022). A breakdown of the sales tax allocations to city funds is attached for your review on page 13 of this report.

- o Franchise fee revenues are received quarterly in arrears. Payments due to the City for the second quarter of the FY will be remitted to cities in the next quarter. Franchise revenues consist of gas, electric, telephone, and cable television right-of-way fees collected from providers with city agreements to operate in the City of Duncanville.
- o Building permit revenues are at 26.5% of the annual budgeted amount, which is 11% less than collections the prior fiscal year.
- o In addition, attached is a detailed review of General Fund revenues by category.
- General Fund's total operating and project expenditures are at 26.8% of the budget.
 - o To date, most operating expenditure categories are less than the expenditure target of 33% for the current fiscal year.
 - o Transfers to Other Funds have been accelerated to match purchase requirements by other funds such as fleet replacements or capital projects.
 - o In addition, attached is a detailed overview of the General Fund expenditures by department and division.
 - o Transfers to other funds include over \$2.7 million of excess Fund Balance for one-time projects per adopted budget.

Utility Funds:

The **Utility Operating Fund's** unaudited ending fund balance is \$12.9 million, which provides an expenditure coverage for 892 days of operations as of the end of January 31, 2022. However, the budgeted expense amount is expected to expend over \$2.2 million of fund balance in FY 2022.

- Total utility revenues are at 25.1% of the budget. In addition, water and sewer utility revenues reflect about the same amount of collected revenues as the same time last year.
 - o Total expenditures are at 26.3% of the budget. This amount includes payments to Dallas Water Utilities (water services) and Trinity River Authority (wastewater services).
 - o Expenditures also include a transfer out to the General Fund for the cost of administrative activities performed by General Fund staff such as accounting, city management, information technology, human resources, etc.
 - o Transfers also include \$5 million in monthly installments to the Utility CIP fund for utility capital improvement projects.
 - o The **Utility CIP Fund** is budgeted to expend over \$3.3 million over revenues in this current fiscal year. The CIP program for utility infrastructure will have to be re-evaluated to determine the priority and needs of the operating and CIP funds.

Other Funds:

- The Economic Development Fund's unaudited ending fund balance is \$4.56 million.
- **Fieldhouse** operating revenues are 16.8% of the budgeted amount compared to 19.9% from last year. Operating expenditures represent 15.4% of the period's budgeted target of 33% for this current fiscal year.
- A financial update on all Special Revenue, Debt Service, Capital/Replacement, and minor Enterprise funds of the City is included for your review starting on page 23 in this report.
- The American Rescue and Recovery Act funds of \$4.5 million are included in Fund 758 in the Special Revenue Funds report. Plans for spending over \$3 million of the funding in compliance with Federal guidelines have been approved by City Council.

Respectfully Submitted,

Financial Services Staff

CITY OF DUNCANVILLE

GENERAL FUND-001 AS OF JANUARY 31, 2022

REVENUES and EXPENDITURES	BUDGET	2022 YTD ACTUALS	AVAILABLE BUDGET AMOUNT	% OF BUDGET USED YTD	2021 FY TD ACTUALS	% OF BUDGET PYTD
Revenue						
50 - PROPERTY TAXES	\$18,614,836	\$13,662,733	\$4,952,103	73.4%	\$15,089,639	83.8%
51 - SALES & OTHR TAXES	\$8,413,523	\$1,365,354	\$7,048,169	16.2%	\$1,256,268	17.0%
52 - PERMITS & LICENSES	\$1,395,050	\$369,205	\$1,025,845	26.5%	\$462,779	37.5%
53 - FINES & FEES	\$476,730	\$97,343	\$379,387	20.4%	\$91,833	16.4%
54 - INTERGOVERNMENTAL	\$165,000	\$10,298	\$154,702	6.2%	\$11,448	6.5%
55 - INTEREST	\$150,000	\$19,624	\$130,376	13.1%	\$49,298	17.0%
56 - FRANCHISE FEE REV	\$1,710,000	\$242,691	\$1,467,309	14.2%	\$239,169	14.0%
57 - CHARGES FOR SERVICES	\$275,000	\$70,943	\$204,057	25.8%	\$66,720	25.1%
58 - TRANS FROM OTHR FUND	\$2,715,194	\$905,064	\$1,810,130	33.3%	\$877,133	33.3%
59 - OTHER SOURCES	\$394,600	\$106,992	\$287,608	27.1%	\$126,592	34.4%
Revenue Total	\$34,309,933	\$16,850,246	\$17,459,687	49.1%	\$18,270,879	56.0%
Expense						
60 - SALARY AND BENEFIT	(\$21,960,350)	(\$6,355,276)	(\$15,605,074)	28.9%	(\$5,911,864)	27.4%
72 - SUPPLIES	(\$1,844,164)	(\$191,009)	(\$988,634)	10.4%	(\$240,419)	15.0%
73 - CONTRACT & PROF SVCS	(\$7,244,788)	(\$1,365,016)	(\$3,873,554)	18.8%	(\$1,336,749)	19.4%
74 - MAINT & REPAIR SVCS	(\$730,178)	(\$120,821)	(\$380,671)	16.5%	(\$287,845)	40.1%
75 - UTILITIES	(\$1,049,491)	(\$256,666)	(\$737,581)	24.5%	(\$241,638)	24.4%
76 - CAPITAL OUTLAY	(\$165,500)	(\$33,190)	(\$32,058)	20.1%	(\$17,881)	11.8%
77 - DEBT SERVICES	(\$60,057)	(\$60,129)	\$72	100.1%	(\$80,076)	33.3%
78 - TRANS TO OTHR FUNDS	(\$3,460,456)	(\$1,420,624)	(\$2,039,832)	41.1%	(\$280,955)	15.2%
79 - OTHR EXP/FINANCE USE	(\$369,132)	(\$79,930)	(\$285,401)	21.7%	\$15,080	-4.3%
Expense Total	(\$36,884,115)	(\$9,882,661)	(\$23,942,733)	26.8%	(\$8,382,347)	24.4%
Revenues Over/(Under) Exp.	(\$2,574,182)	\$6,967,586	(\$6,483,046)	-270.7%	\$9,888,533	
BEGINNING FUND BALANCE (Unaudited)	\$15,362,930	\$15,362,930	TRANSFERS TO OTHER FUNDS INCLUDES \$2,703,103 FOR ONE-TIME PROJECTS FROM FUND BALANCE SEE USE OF FUND BAL SUMMARY-FUND 41			
ENDING FUND BALANCE	\$12,788,748	\$22,330,516				
FUND BALANCE RESERVE REQUIREMENT POLICY						

% of Fund Balance to Exp. Ratio	34.7%	226.0%
# of Days Coverage	127	825

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF JANUARY 31, 2022

REVENUES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
50 - PROPERTY TAXES				
501101 - CURRENT TAXES	\$13,621,300	\$18,324,836	\$4,703,536	74.3%
501102 - DELINQUENT TAXES	\$27,257	\$150,000	\$122,743	18.2%
501103 - PENALTIES AND INTEREST	\$14,176	\$140,000	\$125,824	10.1%
50 - PROPERTY TAXES Total	\$13,662,733	\$18,614,836	\$4,952,103	73.4%
51 - SALES & OTHR TAXES				
501201 - STATE SALES TAX CITY PORTION	\$891,038	\$5,558,349	\$4,667,311	16.0%
501202 - SALES TAX PROPERTY TAX RELIEF	\$445,519	\$2,779,174	\$2,333,655	16.0%
501204 - ALCOHOLIC BEVERAGE TAX	\$28,797	\$76,000	\$47,203	37.9%
51 - SALES & OTHR TAXES Total	\$1,365,354	\$8,413,523	\$7,048,169	16.2%
52 - PERMITS & LICENSES				
502101 - BUILDING PERMITS	\$108,378	\$275,000	\$166,622	39.4%
502102 - ELECTRICAL PERMITS	\$11,550	\$17,000	\$5,450	67.9%
502103 - SOLICITOR LICENSES	(\$0)	\$1,500	\$1,500	0.0%
502105 - EMERGENCY MEDICAL SERVICE	\$150,294	\$850,000	\$699,706	17.7%
502106 - SIGN PERMITS	\$6,950	\$15,000	\$8,050	46.3%
502108 - HEALTH FOOD INSPECTION FEES	\$26,729	\$70,000	\$43,271	38.2%
502109 - PLUMBING AND AC PERMITS	\$25,470	\$55,000	\$29,530	46.3%
502111 - ZONING & SPEC USE PERMIT	\$2,125	\$8,500	\$6,375	25.0%
502114 - RENTAL PROPERTY REGISTRATION	\$29,990	\$50,000	\$20,010	60.0%
502120 - ALARM PERMITS	\$7,718	\$50,000	\$42,282	15.4%
502122 - POOL OR SPA INSPECTION FEE	(\$0)	\$3,000	\$3,000	0.0%
509607 - ANIMAL PERMITS	(\$0)	\$50	\$50	0.0%
52 - PERMITS & LICENSES Total	\$369,205	\$1,395,050	\$1,025,845	26.5%
53 - FINES & FEES				
502107 - WRECKER AND STORAGE FEES	(\$0)	\$3,000	\$3,000	0.0%
502112 - EMS SVCS COST SETTLEMENT	(\$0)	(\$0)	(\$0)	
502113 - SMALL CELL/ NETWORK NODE FEES	(\$0)	\$500	\$500	0.0%
503101 - MUNICIPAL COURT FINES	\$73,861	\$350,000	\$276,140	21.1%
503102 - COURT RELATED FEES	\$16,527	\$110,000	\$93,473	15.0%
503103 - SCHOOL CROSSING FEES	\$1,114	\$3,000	\$1,886	37.1%
503201 - LIBRARY FINES	\$1,136	(\$0)	(\$1,136)	
503301 - FALSE ALARM FINES	\$4,635	\$10,000	\$5,365	46.4%
509609 - RETURN CHECK FEES	\$70	\$230	\$160	30.4%
53 - FINES & FEES Total	\$97,343	\$476,730	\$379,387	20.4%
54 - INTERGOVERNMENTAL				
504102 - DISD SCHOOL CROSSING GUARDS	(\$0)	\$35,000	\$35,000	0.0%
504103 - DALLAS COUNTY CROSSING GUARD	\$10,298	\$40,000	\$29,702	25.7%
504109 - REIMB FOR REG EMERG MANAGER	(\$0)	\$90,000	\$90,000	0.0%
54 - INTERGOVERNMENTAL Total	\$10,298	\$165,000	\$154,702	6.2%
55 - INTEREST				
505101 - INTEREST ON GOVT POOL INVEST	\$216	\$10,000	\$9,784	2.2%
505103 - CERT OF DEPOSIT INTEREST	\$12,400	\$80,000	\$67,600	15.5%
505105 - NANCE BOOK LEGACY INTEREST	(\$0)	(\$0)	(\$0)	
505106 - MONEY MARKET INTEREST	\$7,008	\$60,000	\$52,992	11.7%
55 - INTEREST Total	\$19,624	\$150,000	\$130,376	13.1%

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF JANUARY 31, 2022

REVENUES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
56 - FRANCHISE FEE REV				
501301 - FRANCHISE FEE ELECTRIC	\$241,986	\$1,150,000	\$908,014	21.0%
501302 - FRANCHISE FEE GAS	(\$0)	\$300,000	\$300,000	0.0%
501303 - FRANCHISE FEE TELEPHONE	\$706	\$110,000	\$109,294	0.6%
501304 - FRANCHISE FEE CABLE TV	(\$0)	\$150,000	\$150,000	0.0%
501306 - FRANCHISE VIDEO SERV	(\$0)	(\$0)	(\$0)	
56 - FRANCHISE FEE REV Total	\$242,691	\$1,710,000	\$1,467,309	14.2%
57 - CHARGES FOR SERVICES				
507102 - RECREATION FEES	\$56,660	\$250,000	\$193,340	22.7%
507104 - SENIOR CENTER ANNUAL USER FEE	\$778	\$5,000	\$4,223	15.6%
507106 - RECREATION CENTER CAMPS	\$200	(\$0)	(\$200)	
507107 - RECREATION CENTER CLASSES	\$7,103	\$8,000	\$897	88.8%
507108 - RECREATION CENTER SPECIAL EVEN	\$5,500	\$8,000	\$2,500	68.8%
507109 - SENIOR CLASS/TRIPS	\$702	\$4,000	\$3,298	17.6%
57 - CHARGES FOR SERVICES Total	\$70,943	\$275,000	\$204,057	25.8%
58 - TRANS FROM OTHR FUND				
801101 - TRANSF IN GENERAL FUND	(\$0)	(\$0)	(\$0)	
801102 - TRANSF IN UTILITY FUND WATER	\$604,292	\$1,812,874	\$1,208,582	33.3%
801104 - TRANSF IN UTIL FUND SANITATION	\$64,100	\$192,297	\$128,197	33.3%
801108 - TRANSF IN EDC SALES TAX	\$37,020	\$111,070	\$74,050	33.3%
801110 - TRANSF IN HOTEL TAX FUND	\$18,364	\$55,091	\$36,727	33.3%
801116 - TRANSF IN-TRANS I&S FUND	(\$0)	(\$0)	(\$0)	
801141 - TRANSF IN ONE TIME PROJ FUND	(\$0)	(\$0)	(\$0)	
801150 - TRANSF IN PILOT FRANCHISE TAX	\$181,288	\$543,862	\$362,574	33.3%
801151 - TRANSF IN DEBT SERVICE	(\$0)	(\$0)	(\$0)	
801757 - TRANSF IN EMERG FUND	(\$0)	(\$0)	(\$0)	
801901 - TRANSF IN	(\$0)	(\$0)	(\$0)	
58 - TRANS FROM OTHR FUND Total	\$905,064	\$2,715,194	\$1,810,130	33.3%
59 - OTHER SOURCES				
503202 - LIBRARY DONATIONS	(\$0)	(\$0)	(\$0)	
509101 - SALE OF FIXED ASSETS	(\$0)	(\$0)	(\$0)	
509102 - GAIN/ LOSS ON SALE FIXED ASSET	(\$0)	(\$0)	(\$0)	
509105 - SALE OF MATERIALS	\$1,464	\$1,000	(\$464)	146.4%
509201 - INSURANCE RECOVERY	(\$0)	(\$0)	(\$0)	
509501 - COLLECTION OF BAD DEBTS	(\$0)	\$2,000	\$2,000	0.0%
509502 - MISCELLANEOUS W/O	(\$0)	\$100	\$100	0.0%
509601 - MISCELLANEOUS	\$27,825	\$100,000	\$72,175	27.8%
509602 - CASH OVER AND SHORT	(\$4,659)	(\$0)	\$4,659	
509603 - COPIES	\$3,575	\$8,000	\$4,425	44.7%
509604 - POLICE ACCIDENT REPORTS	\$893	\$3,500	\$2,608	25.5%
509605 - PAY PHONE COMMISSIONS	(\$0)	(\$0)	(\$0)	
509606 - AUCTION PROCEEDS	(\$0)	\$5,000	\$5,000	0.0%
509611 - SCRAP METAL SALES	(\$0)	(\$0)	(\$0)	
509612 - CITY SERVICES REIMBURSEMENT	\$13,579	\$58,000	\$44,421	23.4%
509613 - WORKERS COMP REIMBURSEMENT	\$9,317	\$20,000	\$10,683	46.6%
509614 - RENTAL OF TOWER	\$52,831	\$194,000	\$141,169	27.2%
509617 - LEASE INCOME	(\$0)	(\$0)	(\$0)	

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF JANUARY 31, 2022

REVENUES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
509618 - GAS WELL OIL REVENUE	\$2,167	\$3,000	\$833	72.2%
516200 - OTHER CONTRIBUTIONS	(\$0)	(\$0)	(\$0)	
518100 - STREET MAINTENANCE FEE	(\$0)	(\$0)	(\$0)	
59 - OTHER SOURCES Total	\$106,992	\$394,600	\$287,608	27.1%
Total Revenues	\$16,850,246	\$34,309,933	\$17,459,687	49.1%

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV- JANUARY 31, 2022

OPERATING EXPENDITURES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0101 - GENERAL GOVERNMENT				
01011000 - MAYOR AND COUNCIL	(\$78,895)	(\$142,524)	(\$50,901)	55.4%
01011100 - CITY ADMINISTRATION	(\$212,643)	(\$673,594)	(\$459,746)	31.6%
01011200 - CITY SECRETARY	(\$61,973)	(\$313,234)	(\$249,109)	19.8%
01011300 - HUMAN RESOURCES	(\$97,057)	(\$401,190)	(\$302,927)	24.2%
01011400 - INFO TECHNOLOGY	(\$257,952)	(\$955,500)	(\$546,500)	27.0%
01011500 - PUBLIC INFORMATION OFFICE	(\$73,041)	(\$166,055)	(\$86,076)	44.0%
01011600 - PUBLIC LIBRARY	(\$274,876)	(\$949,790)	(\$610,230)	28.9%
0101 - GENERAL GOVERNMENT Total	(\$1,056,437)	(\$3,601,888)	(\$2,305,488)	29.3%
0102 - FINANCE				
01022000 - FINANCE ADMINISTRATION	(\$200,929)	(\$596,639)	(\$323,252)	33.7%
01022300 - MUNICIPAL COURT	(\$117,904)	(\$478,658)	(\$270,160)	24.6%
01022500 - PURCHASING	(\$39,758)	(\$143,878)	(\$103,666)	27.6%
01022700 - CITY MARSHAL	(\$26,075)	(\$96,088)	(\$69,186)	27.1%
0102 - FINANCE Total	(\$384,666)	(\$1,315,263)	(\$766,265)	29.2%
0104 - PARK AND RECREATION				
01044000 - PARK & REC ADMINISTRATION	(\$91,801)	(\$265,878)	(\$172,903)	34.5%
01044100 - REC PROGRAM ADMIN	(\$106,742)	(\$399,011)	(\$288,841)	26.8%
01044101 - REC PROGRAM CLASSES	(\$1,453)	(\$5,682)	(\$4,229)	25.6%
01044102 - REC PROGRAM CAMPS	(\$0)	(\$0)	(\$0)	
01044200 - SPECIAL EVENTS ADMIN	(\$52,372)	(\$222,463)	(\$166,761)	23.5%
01044300 - ATHLETIC PROGRAMMING	(\$93,781)	(\$393,142)	(\$257,050)	23.9%
01044500 - HORTICULTURE	(\$41,713)	(\$179,926)	(\$135,212)	23.2%
01044600 - PARK GROUNDS MAINTENANCE	(\$240,950)	(\$1,448,375)	(\$1,004,128)	16.6%
01044800 - BUILDING MAINTENANCE	(\$220,522)	(\$897,750)	(\$603,233)	24.6%
01044900 - SENIOR CENTER	(\$49,487)	(\$200,760)	(\$149,047)	24.6%
01044901 - SENIOR CENTER CLASSES	(\$0)	(\$4,600)	(\$4,600)	0.0%
01044911 - SENIOR CENTER TRIPS	(\$0)	(\$600)	(\$600)	0.0%
0104 - PARK AND RECREATION Total	(\$898,820)	(\$4,018,187)	(\$2,786,604)	22.4%
0105 - POLICE				
01055000 - POLICE ADMINISTRATION	(\$521,480)	(\$1,970,056)	(\$441,741)	26.5%
01055100 - PATROL	(\$1,422,964)	(\$5,027,401)	(\$3,548,111)	28.3%
01055200 - CRIMINAL INVESTIGATION	(\$488,647)	(\$1,541,763)	(\$1,035,487)	31.7%
01055300 - ANIMAL CONTROL	(\$159,909)	(\$490,157)	(\$100,895)	32.6%
01055400 - SCHOOL GUARDS	(\$25,617)	(\$85,233)	(\$59,616)	30.1%
01055500 - CRIME PREVENTION	(\$46,080)	(\$156,189)	(\$107,372)	29.5%
01055700 - RECORDS	(\$96,619)	(\$348,265)	(\$245,854)	27.7%
01055800 - DETENTION SERVICES	(\$0)	(\$0)	(\$0)	
01055900 - POLICE SPECIAL SERVICES	(\$129,021)	(\$562,294)	(\$431,407)	22.9%
0105 - POLICE Total	(\$2,890,338)	(\$10,181,357)	(\$5,970,482)	28.4%
0106 - PUBLIC WORKS				
01066000 - ENGINEERING	(\$113,075)	(\$391,722)	(\$276,069)	28.9%
01066100 - BUILDING INSPECTION	(\$151,323)	(\$536,261)	(\$376,308)	28.2%
01066200 - STREET MAINTENANCE	(\$371,698)	(\$3,596,110)	(\$3,069,388)	10.3%
01066300 - TRAFFIC OPERATIONS	(\$121,966)	(\$980,759)	(\$480,039)	12.4%
01066400 - PLANNING	(\$3,814)	(\$0)	\$3,814	
01066500 - CODE SERVICES	(\$7,703)	(\$0)	\$10,453	
01066700 - EQUIPMENT SERVICES	(\$205,439)	(\$1,127,605)	(\$700,465)	18.2%
0106 - PUBLIC WORKS Total	(\$975,017)	(\$6,632,457)	(\$4,888,002)	14.7%

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV- JANUARY 31, 2022

OPERATING EXPENDITURES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0107 - FIRE				
01077000 - FIRE ADMINISTRATION	(\$189,786)	(\$660,907)	(\$446,428)	28.7%
01077100 - FIRE PREVENTION	(\$74,518)	(\$338,593)	(\$259,749)	22.0%
01077200 - FIRE SUPPRESSION	(\$1,339,740)	(\$4,425,649)	(\$3,026,762)	30.3%
01077300 - ADVANCED LIFE SUPPORT	(\$505,913)	(\$1,817,819)	(\$1,230,370)	27.8%
01077500 - EMERGENCY MANAGEMENT ADMIN	(\$37,862)	(\$133,390)	(\$94,524)	28.4%
0107 - FIRE Total	(\$2,147,819)	(\$7,376,358)	(\$5,057,833)	29.1%
0108 - NON DEPARTMENTAL				
01088000 - GENERAL NON DEPARTMENTAL	(\$174,069)	(\$466,500)	(\$235,110)	37.3%
0108 - NON DEPARTMENTAL Total	(\$174,069)	(\$466,500)	(\$235,110)	37.3%
0000 - OTHER				
001 - GENERAL FUND NON-ORG	(\$1,196,129)	(\$2,666,632)	(\$1,470,503)	44.9%
0000 - OTHER Total	(\$1,196,129)	(\$2,666,632)	(\$1,470,503)	44.9%
0103 - NEIGHBORHOOD SVCS				
01036500 - NEIGHBORHOOD SVCS	(\$109,009)	(\$424,896)	(\$312,391)	25.7%
0103 - NEIGHBORHOOD SVCS Total	(\$109,009)	(\$424,896)	(\$312,391)	25.7%
1206 - PLANNING				
12066400 - PLANNING	(\$50,357)	(\$200,578)	(\$150,056)	25.1%
1206 - PLANNING Total	(\$50,357)	(\$200,578)	(\$150,056)	25.1%
Total Operating Expenditures	(\$9,882,661)	(\$36,884,115)	(\$23,942,733)	26.8%

CITY OF DUNCANVILLE

USE OF GENERAL FUND BALANCE EXPENDITURES AS OF JANUARY 31, 2022

EXPENDITURES	2022 FYTD ACTUALS	BUDGET	% OF ANNUAL BUDGET YTD
41010001 - GEN GOVT ONE TIME PROJ	(\$0)	(\$100,000)	0.0%
41040001 - PARKS ONE TIME PROJECTS	(\$0)	(\$56,000)	0.0%
41050001 - POLICE ONE TIME PROJ	(\$7,267)	(\$2,188,003)	0.3%
41060001 - PUBLIC WORKS ONE TIME PROJECTS	(\$0)	(\$359,100)	0.0%
Total Operating Expenditures	(\$7,267)	(\$2,703,103)	0.3%

PROJECTS:

POLICE P-25 COMPLIANT RADIOS

PUBLIC WORKS ERP SYSTEM

PUBLIC WORKS US 67 GATEWAY SIGNAGE

SECURITY UPGRADES (CAMERAS)



PROPERTY TAX COLLECTIONS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

CITY OF DUNCANVILLE Property Tax Collections Report January 01 - 31, 2022					
	Report Name	Base Tax Levy	Penalty & Interest	Collection Fees	Total
Collections:					
Payments Received	AC003P	\$5,194,910.85	\$5,566.93	\$4,413.08	\$5,204,890.86
Adjustments to Collections:					
Refunds/Levy Corrections	AC003A	(\$8,268.61)	\$0.00	\$0.00	(\$8,268.61)
Return Check Items	AC003A	(\$19,693.55)	\$0.00	\$0.00	(\$19,693.55)
Transfers/Reversals	AC003A	(\$621.07)	(\$68.83)	\$0.00	(\$689.90)
Total Adjustments to Collections	AC003A	(\$28,583.23)	(\$68.83)	\$0.00	(\$28,652.06)
Maintenance & Operations	AC002A	\$4,837,033.61	\$5,072.32	\$4,413.08	\$4,846,519.01
Interest & Sinking	AC002A	\$329,294.01	\$425.78	\$0.00	\$329,719.79
Net Collections	AC002A	\$5,166,327.62	\$5,498.10	\$4,413.08	\$5,176,238.80
Transferred Refund from Escrow	AC002A	\$0.00			\$0.00
Rendition Penalty	AC006A	(\$130.22)			(\$130.22)
Collections Fee		(\$20,231.40)			(\$20,231.40)
Total Miscellaneous Items		(\$20,361.62)			(\$20,361.62)
M&O Net Payment to Entity		\$4,816,671.99	\$5,072.32		\$4,821,744.31
I&S Net Payment to Entity		\$329,294.01	\$425.78		\$329,719.79
Total Net Payment to Entity		\$5,145,966.00	\$5,498.10		\$5,151,464.10
Net Adjustment to Levy	AR006A	(\$12,760.38)			
Current Year Collection Percentage Based on Monthly Collections:				78.32%	

Total Net Payment to Entity = (Payments Received - Total Adj to Coll - Total Misc. Items)

M&O Net Payment to Entity = (Maintenance & Operations - Total Miscellaneous Items)

Detail reports will not be attached if no activity occurred for the month.

In accordance with the requirements of the Texas Property Tax Code, Chapter 31, Section 31.10 Paragraph (a), the attached tax collections report is respectfully submitted.

I, John R. Ames, CTA, Dallas County Tax Assessor/Collector, do hereby certify the attached collection totals, to the best of my knowledge.



Laura Mati
Notary Public, State of Texas

John R. Ames
John R. Ames, CTA
Dallas County Tax Assessor/Collector *ae*

Sworn and subscribed before me, this 8 day of February 2022.



SALES TAX ALLOCATION WORKSHEETS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

SALES TAX ALLOCATION HISTORICAL SUMMARIES

City of Duncanville
 Authority Code: 2057084
 2 CENT AUTHORIZATION

TOTAL SALES TAXES COLLECTED AND RECEIVED

.02 CENT ALLOCATION		FY	FY	FY	FY	FY	FY
COLLECTION MONTH	RECEIVED MONTH	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
OCT	DEC	785,673.18	830,234.09	899,967.44	808,134.72	795,078.73	757,765.62
NOV	JAN	970,431.17	802,203.37	799,874.76	761,307.93	767,921.23	734,158.60
DEC	FEB	-	1,045,330.25	1,093,884.42	982,541.46	1,022,043.71	954,232.76
JAN	MAR		798,307.67	692,647.12	751,474.37	758,469.91	729,618.81
FEB	APR		816,989.85	677,611.75	763,496.18	749,939.85	728,094.64
MAR	MAY		1,215,345.22	888,123.96	1,069,253.79	1,098,423.67	1,051,996.14
APRIL	JUN		1,073,951.31	773,096.95	846,390.05	859,016.38	758,411.66
MAY	JUL		895,092.16	809,543.87	879,867.74	914,446.54	913,708.88
JUNE	AUG		1,130,684.16	1,021,135.56	1,018,284.27	1,017,289.66	810,341.53
JULY	SEP		1,013,137.28	774,925.04	861,472.41	906,973.60	776,192.36
AUG	OCT		917,440.10	806,953.30	885,497.37	871,174.23	786,931.83
SEPT	NOV		1,169,399.73	1,036,229.49	1,023,608.43	1,027,247.60	945,418.23
TOTAL		1,756,104.35	11,708,115.19	10,273,993.66	10,651,328.72	10,788,025.11	9,946,871.06

GENERAL FUND CITY and PROPERTY TAX RELIEF SALES TAX ALLOCATION

75% OF .02 CENT ALLOCATION

COLLECTION MONTH	RECEIVED MONTH	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
OCT	DEC	589,254.89	622,675.57	674,975.58	606,101.04	596,309.05	568,324.22
NOV	JAN	727,823.38	601,652.53	599,906.07	570,980.95	575,940.92	550,618.95
DEC	FEB	0.00	783,997.69	820,413.32	736,906.10	766,532.78	715,674.57
JAN	MAR		598,730.75	519,485.34	563,605.78	568,852.43	547,214.11
FEB	APR		612,742.39	508,208.81	572,622.14	562,454.89	546,070.98
MAR	MAY		911,508.92	666,092.97	801,940.34	823,817.75	788,997.11
APRIL	JUN		805,463.48	579,822.71	634,792.54	644,262.29	568,808.75
MAY	JUL		671,319.12	607,157.90	659,900.81	685,834.91	685,281.66
JUNE	AUG		848,013.12	765,851.67	763,713.20	762,967.25	607,756.15
JULY	SEP		759,852.96	581,193.78	646,104.31	680,230.20	582,144.27
AUG	OCT		688,080.08	605,214.98	664,123.03	653,380.67	590,198.87
SEPT	NOV		877,049.80	777,172.12	767,706.32	770,435.70	709,063.67
TOTAL		1,317,078.26	8,781,086.39	7,705,495.25	7,988,496.54	8,091,018.83	7,460,153.30

ECONOMIC DEVELOPMENT CORPORATION							
50% OF .01 CENT ALLOCATION-ECONOMIC DEVELOPMENT							
COLLECTION MONTH	RECEIVED MONTH	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
OCT	DEC	196,418.30	207,558.52	224,991.86	202,033.68	198,769.68	189,441.41
NOV	JAN	242,607.79	200,550.84	199,968.69	190,326.98	191,980.31	183,539.65
DEC	FEB	0.00	261,332.56	273,471.11	245,635.37	255,510.93	238,558.19
JAN	MAR		199,576.92	173,161.78	187,868.59	189,617.48	182,404.70
FEB	APR		204,247.46	169,402.94	190,874.05	187,484.96	182,023.66
MAR	MAY		303,836.31	222,030.99	267,313.45	274,605.92	262,999.04
APRIL	JUN		268,487.83	193,274.24	211,597.51	214,754.10	189,602.92
MAY	JUL		223,773.04	202,385.97	219,966.94	228,611.64	228,427.22
JUNE	AUG		282,671.04	255,283.89	254,571.07	254,322.42	202,585.38
JULY	SEP		253,284.32	193,731.26	215,368.10	226,743.40	194,048.09
AUG	OCT		229,360.03	201,738.33	221,374.34	217,793.56	196,732.96
SEPT	NOV		292,349.93	259,057.37	255,902.11	256,811.90	236,354.56
TOTAL		439,026.09	2,927,028.80	2,568,498.42	2,662,832.18	2,697,006.28	2,486,717.77
Check Fig. vs. TOTAL		1,756,104.35	11,708,115.19	10,273,993.66	10,651,328.72	10,788,025.11	9,946,871.06



WATER/SEWER UTILITY FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

CITY OF DUNCANVILLE
UTILITY OPERATING FUND- 002 AS OF JANUARY 31, 2022

REVENUES and EXPENSES	BUDGET	2022 FY TD ACTUALS	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2021 FY TD ACTUALS	% OF BUDGET PYTD
Revenue						
53 - FINES & FEES	\$5,000	\$70	\$4,930	1.4%	\$2,170	43.40%
54 - INTERGOVERNMENTAL	\$600	(\$0)	\$600	0.0%	\$0	0.00%
55 - INTEREST	\$32,000	\$4,838	\$27,162	15.1%	\$17,138	14.28%
57 - CHARGES FOR SERVICES	\$17,953,946	\$4,488,787	\$13,465,159	25.0%	\$4,564,586	25.27%
59 - OTHER SOURCES	\$34,550	\$23,380	\$11,170	67.7%	\$7,380	21.39%
Revenue Total	\$18,026,096	\$4,517,075	\$13,509,021	25.1%	\$4,591,274	25.20%
Expense						
60 - SALARY AND BENEFIT	(\$2,300,829)	(\$569,127)	(\$1,731,703)	24.7%	(\$602,204)	28.46%
72 - SUPPLIES	(\$475,800)	(\$67,179)	(\$408,621)	14.1%	(\$96,234)	17.23%
73 - CONTRACT & PROF SVCS	(\$9,384,966)	(\$3,231,209)	(\$6,153,757)	34.4%	(\$2,351,897)	27.14%
74 - MAINT & REPAIR SVCS	(\$338,385)	(\$79,231)	(\$259,154)	23.4%	(\$69,742)	18.95%
75 - UTILITIES	(\$167,112)	(\$25,261)	(\$141,851)	15.1%	(\$48,121)	32.20%
76 - CAPITAL OUTLAY	(\$21,368)	(\$0)	(\$21,368)	0.0%	\$0	0.00%
77 - DEBT SERVICES	(\$0)	(\$0)	(\$0)		\$0	0.00%
78 - TRANS TO OTHR FUNDS	(\$7,527,483)	(\$1,342,492)	(\$6,184,991)	17.8%	(\$2,469,736)	33.33%
79 - OTHR EXP/FINANCE USE	(\$19,085)	(\$1,491)	(\$17,594)	7.8%	(\$759)	3.81%
Expense Total	(\$20,235,028)	(\$5,315,990)	(\$14,919,038)	26.3%	(\$5,638,693)	29.21%
Revenues Over/(Under) Exp.	(\$2,208,932)	(\$798,915)	(\$1,410,017)		(\$1,047,419)	
BEGINNING FUND BALANCE (Unaudited)	\$13,787,991	\$13,787,991				
ENDING FUND BALANCE	\$11,579,059	\$12,989,076				
FUND BALANCE RESERVE REQUIREMENT POLICY						
% of Fund Balance To Exp. Ratio	57.2%	244.3%				
# of Days Coverage	209	892				

CITY OF DUNCANVILLE
UTILITY CIP FUND-017 AS OF JANUARY 31, 2022

REVENUES and EXPENSES	BUDGET	2022 FYTD ACTUALS	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2021 FY TD ACTUALS	% OF BUDGET PYTD
Revenue						
55 - INTEREST	\$500	(\$0)	\$500	0.0%	\$75	3.1%
58 - TRANS FROM OTHR FUND	\$5,000,000	\$500,000	\$4,500,000	10.0%	\$1,666,667	33.3%
Revenue Total	\$5,000,500	\$500,000	\$4,500,500	10.0%	\$1,666,742	33.3%
Expense						
73 - CONTRACT & PROF SVCS	(\$206,876)	(\$21,035)	(\$185,841)	10.2%	(\$14,469)	3.1%
76 - CAPITAL OUTLAY	(\$8,127,523)	(\$365,285)	(\$7,762,238)	4.5%	(\$221,260)	2.4%
Expense Total	(\$8,334,398)	(\$386,320)	(\$7,948,078)	4.6%	(\$235,729)	2.4%
Revenues Over/(Under) Exp.	(\$3,333,898)	\$113,680	(\$3,447,578)		\$1,431,013	
BEGINNING FUND BALANCE (Unaudited)	(\$143,641)	(\$143,641)				
ENDING FUND BALANCE	(\$3,477,539)	(\$29,961)				



OTHER MAJOR FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

CITY OF DUNCANVILLE
ECONOMIC DEVELOPMENT FUND-012 AS OF JANUARY 31, 2022

REVENUES and EXPENDITURES	BUDGET	2022 FYTD ACTUALS	AVAILABLE BUDGET AMOUNT	% OF BUDGET USED YTD	2021 FY TD ACTUALS	% OF BUDGET PYTD
Revenue						
51 - SALES & OTHR TAXES	\$2,779,174	\$445,519	\$2,333,655	16.0%	414,301	16.99%
55 - INTEREST	\$2,000	(\$0)	\$2,000	0.0%	254	1.27%
59 - OTHER SOURCES	(\$0)	(\$0)	(\$0)		0	0.00%
Revenue Total	\$2,781,174	\$445,519	\$2,335,655	16.0%	414,555	16.86%
Expense						
60 - SALARY AND BENEFIT	(\$395,007)	(\$98,698)	(\$296,308)	25.0%	(58,063)	23.06%
72 - SUPPLIES	(\$63,748)	(\$10,742)	(\$50,306)	16.9%	(5,220)	13.03%
73 - CONTRACT & PROF SVCS	(\$224,970)	(\$6,217)	(\$216,722)	2.8%	(51,923)	18.30%
74 - MAINT & REPAIR SVCS	(\$67,600)	(\$2,025)	(\$29,749)	3.0%	(9,812)	14.51%
75 - UTILITIES	(\$21,604)	(\$4,841)	(\$16,469)	22.4%	(2,797)	12.42%
76 - CAPITAL OUTLAY	(\$77,000)	(\$19,429)	(\$56,476)	25.2%	0	0.00%
77 - DEBT SERVICES	(\$0)	(\$0)	(\$0)		0	0.00%
78 - TRANS TO OTHR FUNDS	(\$653,336)	(\$38,280)	(\$615,056)	5.9%	(31,073)	4.92%
79 - OTHR EXP/FINANCE USE	(\$327,617)	(\$6,663)	(\$320,954)	2.0%	(576)	0.21%
Expense Total	(\$1,830,881)	(\$186,894)	(\$1,602,041)	10.2%	(159,464)	7.73%
Revenues Over/(Under) Exp.	\$950,293	\$258,625	\$733,614	27.2%	(\$255,091)	

BEGINNING FUND BALANCE		
(Unaudited)	\$4,309,751	\$4,309,751
ENDING FUND BALANCE	\$5,260,044	\$4,568,376

Note:

TRANSFERS TO OTHER FUNDS
INCLUDES DEBT SERVICES FOR THE
OUTSTANDING SERIES 2016A BONDS
IN THE AMOUNT OF \$2,025,000.
MATURES FEBRUARY 15, 2025.

CITY OF DUNCANVILLE
FIELDHOUSE FUND-456 AT JANUARY 31, 2022

REVENUES and EXPENDITURES	BUDGET	2022 FYTD ACTUALS	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2021 FYTD ACTUALS	% OF BUDGET PYTD
Revenue						
57 - CHARGES FOR SERVICES	\$1,206,500	\$250,461	\$956,039	20.8%	\$260,616	26.8%
58 - TRANS FROM OTHR FUND	\$538,475	(\$0)	\$538,475	0.0%	\$0	0.0%
59 - OTHER SOURCES	\$140,000	\$65,781	\$74,219	47.0%	\$62,431	54.6%
Revenue Total	\$1,884,975	\$316,242	\$1,568,733	16.8%	\$323,047	19.9%
Expense						
60 - SALARY AND BENEFIT	(\$600,436)	(\$135,437)	(\$464,999)	22.6%	(\$125,783)	22.5%
72 - SUPPLIES	(\$195,276)	(\$71,678)	(\$123,598)	36.7%	(\$33,687)	22.6%
73 - CONTRACT & PROF SVCS	(\$354,471)	(\$52,529)	(\$301,943)	14.8%	(\$41,934)	13.8%
74 - MAINT & REPAIR SVCS	(\$69,634)	(\$4,888)	(\$64,746)	7.0%	(\$9,074)	35.1%
75 - UTILITIES	(\$112,012)	(\$23,661)	(\$88,350)	21.1%	(\$24,967)	22.5%
76 - CAPITAL OUTLAY	(\$6,000)	(\$0)	(\$6,000)	0.0%	\$0	0.0%
77 - DEBT SERVICES	(\$538,975)	(\$0)	(\$538,975)	0.0%	\$0	0.0%
78 - TRANS TO OTHR FUNDS	(\$3,900)	(\$1,300)	(\$2,600)	33.3%	(\$1,365)	33.3%
79 - OTHR EXP/FINANCE USE	(\$2,500)	(\$259)	(\$2,241)	10.4%	(\$24)	1.6%
Expense Total	(\$1,883,204)	(\$289,753)	(\$1,593,451)	15.4%	(\$236,834)	14.0%
Revenues Over/(Under) Exp.	\$1,771	\$26,489	(\$24,718)	1495.6%	\$86,213	

BEGINNING FUND BALANCE

(Unaudited) (\$1,696,789) (\$1,696,789)

ENDING FUND BALANCE (\$1,695,018) (\$1,670,300)



ALL OTHER FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

SPECIAL REVENUE FUNDS AS OF JANUARY 31, 2022

BEGINNING FUND BALANCE (Unaudited)	FUND/ ACCT TYPE	FY 2022 ACTUALS	BUDGET	Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$762,925	008 - COMPREHENSIVE SELF INSURANCE					
	Revenue	\$155,872	\$468,629	\$312,757	41.58%	
	Expense	(\$475,795)	(\$551,200)	(\$75,405)	88.70%	
	008 - COMPREHENSIVE SELF INSURANCE Total	(\$319,923)	(\$82,571)			\$443,002
\$3,010,514	010 - HOTEL TAX FUND					
	Revenue	\$238,401	\$734,550	\$496,149	32.46%	
	Expense	(\$83,072)	(\$739,821)	(\$656,749)	12.68%	
	010 - HOTEL TAX FUND Total	\$155,329	(\$5,271)			\$3,165,843
\$306,889	013 - GRANT & DONATIONS FUND					
	Revenue	\$23,408	(\$0)	(\$23,408)		
	Expense	(\$73,883)	(\$352,160)	(\$93,956)	28.29%	
	013 - GRANT & DONATIONS FUND Total	(\$50,475)	(\$352,160)			\$256,414
\$353,279	033 - TAX INCREMENT FINANCING FUND					
	Revenue	(\$0)	\$75,575	\$75,575	0.00%	
	Expense	(\$0)	(\$2,750)	(\$2,750)	0.00%	
	033 - TAX INCREMENT FINANCING FUND Total	(\$0)	\$72,825			\$353,279
\$88,875	050 - ABANDONED ASSET FORFEITURE					
	Revenue	(\$0)	\$1,300	\$1,300	0.00%	
	Expense	(\$54,924)	(\$60,774)	(\$5,850)	90.37%	
	050 - ABANDONED ASSET FORFEITURE Total	(\$54,924)	(\$59,474)			\$33,951
\$134,567	051 - STATE ASSET FORFEITURE FUND					
	Revenue	(\$0)	\$5,500	\$5,500	0.00%	
	Expense	(\$3,924)	(\$79,248)	(\$41,016)	13.81%	
	051 - STATE ASSET FORFEITURE FUND Total	(\$3,924)	(\$73,748)			\$130,643

SPECIAL REVENUE FUNDS AS OF JANUARY 31, 2022

BEGINNING FUND BALANCE (Unaudited)	FUND/ ACCT TYPE	FY 2022 ACTUALS	BUDGET	Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$138,119	052 - FEDERAL ASSET FORFEITURE FUND					
	Revenue	(\$0)	\$30,000	\$30,000	0.00%	
	Expense	(\$69,226)	(\$94,136)	(\$24,910)	76.05%	
	052 - FEDERAL ASSET FORFEITURE FUND Total	(\$69,226)	(\$64,136)	\$5,090	111.62%	\$68,893
\$47,418	225 - COURT SECURITY FUND					
	Revenue	\$2,646	\$12,000	\$9,354	22.55%	
	Expense	(\$0)	(\$30,366)	(\$30,366)	0.00%	
	225 - COURT SECURITY FUND Total	\$2,646	(\$18,366)			\$50,064
\$286,941	230 - JUVENILE CASE MANAGER FUND					
	Revenue	\$2,885	\$19,500	\$16,615	15.13%	
	Expense	(\$7,441)	(\$26,109)	(\$18,668)	39.74%	
	230 - JUVENILE CASE MANAGER FUND Total	(\$4,556)	(\$6,609)			\$282,385
\$35,002	235 - COURT TECHNOLOGY					
	Revenue	\$2,301	\$12,000	\$9,699	19.61%	
	Expense	(\$0)	(\$970)	(\$970)	0.00%	
	235 - COURT TECHNOLOGY Total	\$2,301	\$11,030			\$37,303
(\$139,079)	757 - EMERGENCY/ DISASTER RELIEF					
	Revenue	(\$0)	(\$0)	(\$0)		
	Expense	(\$7,223)	(\$0)	\$7,223		
	757 - EMERGENCY/ DISASTER RELIEF Total	(\$7,223)	(\$0)			(\$146,302)
\$4,801,199	758 - AMERICAN RESCUE PLAN					
	Revenue	\$1,702	(\$0)	(\$1,702)		
	Expense	(\$0)	(\$0)	(\$0)	23.80%	
	758 - AMERICAN RESCUE PLAN Total	\$1,702	(\$0)			\$4,802,901

DEBT SERVICE AND CAPITAL PROJECT/REPLACEMENT FUNDS AS OF JANUARY 31, 2022

BEGINNING FUND BALANCE (Unaudited)	FUND/ ACCT TYPE	FY 2022 ACTUALS	BUDGET	AVAILABLE BUDGET	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$1,385,475	005 - DEBT SERVICE FUND					
	Revenue	\$930,778	\$1,410,657	\$479,879	71.08%	
	Expense	(\$0)	(\$1,482,357)	(\$1,482,357)	76.08%	
	005 - DEBT SERVICE FUND Total	\$930,778	(\$71,700)			\$2,316,253
\$2,022,790	016 - FLEET REPLACEMENT FUND					
	Revenue	\$297,498	\$893,709	\$596,211	41.60%	
	Expense	(\$4,220)	(\$2,161,838)	(\$2,045,768)	0.20%	
	016 - FLEET REPLACEMENT FUND Total	\$293,278	(\$1,268,129)			\$2,316,068
\$439,266	020 - STREET CONSTRUCTION CIP					
	Revenue	(\$0)	\$1,471,000	\$1,471,000	0.00%	
	Expense	(\$13,374)	(\$1,001,737)	(\$924,681)	3.52%	
	020 - STREET CONSTRUCTION CIP Total	(\$13,374)	\$469,263			\$425,892
\$21,043	024 - PARK CAPITAL IMPROV FUND					
	Expense	(\$0)	(\$0)	(\$0)		
	024 - PARK CAPITAL IMPROV FUND Total	(\$0)	(\$0)	(\$0)		\$21,043
\$218,837	025 - ALLEY IMPROVEMENTS FUND					
	Revenue	(\$0)	\$150,000	\$150,000	0.00%	
	Expense	(\$1,989)	(\$230,591)	(\$228,602)	0.86%	
	025 - ALLEY IMPROVEMENTS FUND Total	(\$1,989)	(\$80,591)			\$216,848
\$19,771,548	026 - CAPITAL PROJECTS CONSTRUCTION					
	Revenue	\$9,901	\$100,000	\$90,099	9.90%	
	Expense	(\$439,047)	(\$10,439,101)	(\$7,536,459)	5.05%	
	026 - CAPITAL PROJECTS CONSTRUCTION Total	(\$429,146)	(\$10,339,101)			\$19,342,402

DEBT SERVICE AND CAPITAL PROJECT/REPLACEMENT FUNDS AS OF JANUARY 31, 2022

BEGINNING FUND BALANCE (Unaudited)	FUND/ ACCT TYPE	FY 2022 ACTUALS	BUDGET	AVAILABLE BUDGET	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$0	031 - TRAFFIC IMPROVEMENT & SAFETY					
	Revenue	(\$0)	(\$0)	(\$0)		
	Expense	(\$0)	(\$0)	(\$0)		
	031 - TRAFFIC IMPROVEMENT & SAFETY Total	(\$0)	(\$0)			\$0
\$105,798	032 - INFO TECH REPLACEMENT FUND					
	Revenue	\$50,672	\$152,033	\$101,361	41.66%	
	Expense	(\$188,382)	(\$129,800)	\$79,747	145.13%	
	032 - INFO TECH REPLACEMENT FUND Total	(\$137,710)	\$22,233			(\$31,912)

OTHER ENTERPRISE FUNDS AS OF JANUARY 31, 2022

BEGINNING FUND BALANCE (Unaudited)	FUND/ ACCT TYPE	FY 2022 ACTUALS	BUDGET	AVAILABLE BUDGET	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$1,133,367	015 - DRAINAGE FUND					
	Revenue	\$344,377	\$841,000	\$496,623	46.82%	
	Expense	(\$141,438)	(\$1,933,214)	(\$1,704,812)	7.78%	
	015 - DRAINAGE FUND Total	\$202,939	(\$1,092,214)			\$1,336,306
\$854,277	019 - SANITATION FUND					
	Revenue	\$977,935	\$4,168,500	\$3,190,565	32.26%	
	Expense	(\$1,091,698)	(\$4,487,839)	(\$639,260)	31.55%	
	019 - SANITATION FUND Total	(\$113,763)	(\$319,339)			\$740,514



END OF REPORT

***PLEASE CONTACT FINANCIAL SERVICES DIRECTOR WITH ANY QUESTIONS CONCERNING
THIS REPORT.***

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Prepared by
FINANCIAL SERVICES DEPARTMENT