



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

Amended

Tuesday, April 19, 2022

5:00 P.M. - Work Session/Briefing

5:30 P.M. - Regular Session

or immediately following the 5:00 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 5:00 pm on Tuesday, April 19, 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 3:00 p.m. on Tuesday, April 19, 2022.**

- Email citysecretary@duncanville.com
- Email title: Public Comment – April 19th.
- 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. | Discuss Annual City Council Calendar.
Annual City Council Calendar | 4 - 7 |
| B. | Presentation from Village Tech students regarding a Dog Park in Duncanville.
Presentation from Village Tech Students | 8 |

EXECUTIVE SESSION

None.

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (5:30 P.M. OR IMMEDIATELY FOLLOWING THE 5:00 PM WORK SESSION/BRIEFING)

CALL TO ORDER

INVOCATION - Grace Place Church - Pastor Jeff Conrad

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. Recognition of Mayor's Champion.
- B. Proclamation Recognizing Police Memorial Week.
- C. Receive a presentation from McConnell & Jones, LLP on the audit of financial statements for the year ending September 30, 2021.

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:

- **Submit a comment by 3:00 p.m. on Tuesday, April 19, 2022.**

- Email citysecretary@duncanville.com
- Email title: Public Comment – April 19th.
- 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 March 21st Joint Meeting, the March 28th Joint Meeting, the April 5th City Council Regular Meeting, and the April 11th City Council Special Meeting. 9 - 21
- [2022-03-21- Joint Meeting - City Council - Minutes - UNAPPROVED](#)
[2022-03-28- Joint Meeting - City Council - Minutes - UNAPPROVED](#)
[2022-04-05 - City Council - Minutes - UNAPPROVED](#)
[2022-04-11 - Special - City Council - Minutes - UNAPPROVED](#)
- B. A motion to accept the audit of financial statements for the year ending September 30, 2021.

5. **ITEMS FOR INDIVIDUAL CONSIDERATION**

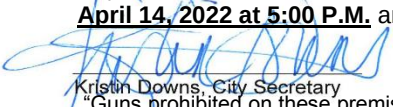
- A. Conduct a Public Hearing (2022-05) for consideration and action regarding the request of Oscar D. Castillo, applicant, representing J. Carmen Ortiz, owner, to include a Specific Use Permit "SUP" for Carport on Hilltop Estates 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane. 22 - 39
- [SUP - Carport - 455 Azalea Lane](#)

6. **STAFF AND BOARD REPORTS**

- A. Receive the Monthly Financial Report as of February 28, 2022. 40 - 69
- [Monthly Financial Report](#)

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Duncanville City Hall, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanville.com and said Notice was posted on the following date and time: **Thursday, April 14, 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 - 19 Apr 2022

TITLE:

Discuss Annual City Council Calendar.

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

Discussion regarding special meetings and cancelation of meetings.

POLICY EXPLANATION:

City Council discuss 2022 calendar of events and provide input to staff for planning purposes.

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:

[Attachment 1 - Council Calendar](#)

ATTACHMENT 1

April 2022

April 2022							May 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	1	2	3	4	5	6	7
10	11	12	13	14	8	9	8	9	10	11	12	13	14
17	18	19	20	21	15	16	15	16	17	18	19	20	21
24	25	26	27	28	22	23	22	23	24	25	26	27	28
					29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 27	28	29	30	31	Apr 1	2
3	4	5 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	6 3:30pm R.E.D. Summit - more info coming soon. (High Point 67 Logistics Center Cedar Hill TX)	7	8 2:00pm Sergeant Duaine Mayo - Retirement (PD Training Room)	9 8:00am Operation Clean Duncanville (James) 11:00am Easter Eggstravaganza 4:00pm Annual Police
10	11 6:00pm Special Meeting (Briefing Room)	12	13	14	15	16 duncanSWITCH - Chamber Event
17	18	19 9:00am Audit Meeting (ZOOM) - City 6:00pm City Council Meeting (City) 6:30pm	20	21 12:00pm SEATA Luncheon (TEAMS)	22	23 KDB Community Clean-up Day - More Info. Coming Soon Princess Tea Party (Recreation Center)
24	25	26	27 10:00am Wintergreen Road Ribbon Cutting (1451 N. Duncanville Rd., Cedar Hill)	28 Tentative - Budget	29 3:00pm PD Promotional Ceremony (Senior Center)	30 7:00pm Movies in The Park - The Secret Life of Pets (Armstrong Park)

City Council Calendar

1

4/14/2022 9:58 AM

ATTACHMENT 1

May 2022

May 2022							June 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1	2	3 cancel? 6:00pm City Council Meeting (City Council Briefing Room / 6:30pm ISD Ceremony for Basketball Team	4	5	6 PIP	7 7:00am Election Day
8	9	10	11	12	13	14 KDB Community Clean-up Day - More Info. Coming Soon 7:00pm Country Concert in The Park –
15	16 10:00am Police Memorial (Police Department)	17 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	18	19	20	21 duncanSWITCH - Chamber Event 8:30pm Movies in The Park – New Spider Man – No Way
22	23 6:00pm Special Meeting - Budget Workshop - Past Year Budget Overview	24	25	26	27	28
29	30 Memorial Day 9:30am Veteran Memorial Ceremony (Memorial Park)	31	Jun 1	2	3	4

City Council Calendar

1

4/14/2022 9:58 AM

ATTACHMENT 1

June 2022

June 2022							July 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	3	4	5	6	7	1	2
12	13	14	8	9	10	11	10	11	12	13	14	8	9
19	20	21	15	16	17	18	17	18	19	20	21	15	16
26	27	28	22	23	24	25	24	25	26	27	28	22	23
			29	30			31					29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 29	30	31	Jun 1	2	3	4 13th Annual Fire Truck Pull Keep Texas Waterways Clean - More Info. 7:00pm Classic Rock
5	6	7 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	8	9	10	11
12	13	14	15	16	17	18 duncanSWITCH - Chamber Event
19	20	21 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	22	23	24	25
26	27	28 Special Meeting - Budget Overview	29	30	Jul 1	2

City Council Calendar

1

4/14/2022 9:58 AM



STAFF REPORT

MEETING: City Council - 19 Apr 2022

TITLE:

Presentation from Village Tech students regarding a Dog Park in Duncanville.

STAFF RESPONSIBLE:

Bart Stevenson, Director of Parks and Recreation

BACKGROUND/HISTORY:

High School students from Village Tech presented their group project results for a dog park in Duncanville to the Parks and Recreation Advisory Board at their March 14, 2022 meeting. The presentation was well received by the Board, and the Board recommended it to be shared with the City Council. The students did research on local dog parks and provided recommendations for a Duncanville location and potential amenities to be included in the design. They also committed their support, and the support of the school, to assist with ongoing efforts to bring a dog park to Duncanville.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

N/A

Duncanville City Council Meeting Minutes
Special Meeting
Joint Meeting with The Duncanville Community
and Economic Development Corporation (DCEDC)
Monday, March 21, 2022

1. CALL TO ORDER

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 the Duncanville Community and Economic Development Corporation (DCEDC) by Chair Kenneth Govan on Monday, March 21, 2022, at 6:31 p.m. at 103 E. Wheatland Road, Duncanville, Texas, 75116 with a quorum to wit:

Barry L. Gordon	Mayor
Patrick Harvey	Mayor Pro Tem
Joe Veracruz	Absent
Don McBurnett	Councilmember
Jeremy Koontz	Councilmember
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 – 6:43 p.m.
Tammi Abney	Board Member
Charles Reed	Board Member
Jarred Davis	Board Member
Kadeem Collins	Board Member – virtual

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, March 21, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – March 21.
- First and Last Name; and address.
- *The City Secretary will still set a two-minute time limit on the comments as they are read.*

No comments.

Mayor Gordon and Chair Govan recessed Regular Session at 6:22 p.m. for City Council and the DCEDC Board to convene into Executive Session.

3. EXECUTIVE SESSION

City Council shall convene into closed Executive Session pursuant to Section 551.071 Texas Gov't Code; to discuss and deliberate the purchase, exchange or value of real property in order to improve negotiation with the third party for property west of SH 67 south of Camp Wisdom East of Main Street and North of Daniieldale Rd.; and, to deliberate regarding commercial and financial information from a business prospect and deliberate an offer of a financial or incentive to a business prospect pursuant to Section 551.087, Texas Gov't Code.

Mayor Gordon and Chair Govan called Executive Session into order at 6:33 p.m.

{Chair Govan left the meeting at 6:44 p.m.}
{Chair Govan returned to the meeting at 6:55 p.m.}
{Board Member Abney left the meeting at 8:33 p.m.}
{Board Member Abney returned to the meeting at 8:34 p.m.}
{Mayor Pro Tem Harvey left the meeting at 9:03 p.m.}
{Mayor Pro Tem Harvey returned to the meeting at 9:04 p.m.}

Mayor Gordon and Chair Govan closed Executive Session at 9:28 p.m.

4. TAKE ANY NECESSARY ACTION AS A RESULT OF EXECUTIVE SESSION.

Mayor Gordon and Chair Govan reconvened Regular Session at 9:29 p.m.

City Council: No action taken.

The Duncanville Community and Economic Development Corporation (DCEDC): No action taken.

5. ADJOURNMENT

Mayor Gordon and Chair Govan adjourned the meeting at 9:30 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes
Special Meeting
Joint Meeting with The Duncanville Community
and Economic Development Corporation (DCEDC)
Monday, March 28, 2022

1. CALL TO ORDER

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 the Duncanville Community and Economic Development Corporation (DCEDC) by Chair Kenneth Govan on Monday, March 28, 2022, at 6:07 p.m. at 103 E. Wheatland Road, 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
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 – 6:17 p.m.
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, March 28, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – March 28.
- First and Last Name; and address.
- *The City Secretary will still set a two-minute time limit on the comments as they are read.*

Erika Browning, 442 E. Cherry Street – spoke in support.

Mayor Gordon and Chair Govan recessed Regular Session at 6:09 p.m. for City Council and the DCEDC Board to convene into Executive Session.

3. EXECUTIVE SESSION

City Council shall convene into closed Executive Session pursuant to Section 551.071 Texas Gov't Code; to discuss and deliberate the purchase, exchange or value of real property in order to improve negotiation with the third party for property west of SH 67 south of Camp Wisdom East of Main Street and North of Daniieldale Rd.; and, to deliberate regarding commercial and financial information from a business prospect and deliberate an offer of a financial or incentive to a business prospect pursuant to Section 551.087, Texas Gov't Code.

Mayor Gordon and Chair Govan called Executive Session into order at 6:10 p.m.

Mayor Gordon and Chair Govan closed Executive Session at 7:27 p.m.

4. DCEDC:

Discuss and consider an economic grant and/or membership with Monte Anderson, through a limited liability corporation, for purchase, rehabilitation and improvements of real property located at 402 Wheatland Road, Duncanville, Texas and authorize the President to sign necessary documents.

No action taken.

5. **CITY COUNCIL:**
Discuss and consider approval of an expenditure by the DCEDC for an economic development grant or membership with Monte Anderson through a limited liability corporation, for purchase, rehabilitation and improvements of real property located at 402 Wheatland Road, Duncanville, Texas.
No action taken.

City Attorney Hager stated he would work on providing the items for the agenda for April 5, 2022; action will be taken by the DCEDC Board and City Council. Closing of property is scheduled for Thursday, April 7, 2022.

6. **ADJOURNMENT**
Mayor Gordon and Chair Govan adjourned the meeting at 7:31 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes

Regular Meeting

Tuesday, April 5, 2022

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, April 5, 2022, at 6:10 p.m. 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

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, April 5, 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.

To speak during Citizen Comments via ZOOM, you must register with the City Secretary before 4pm on Tuesday, April 5, 2022, email citysecretary@duncanville.com and title the email "Public Comment – April 5th". 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 p.m. on Tuesday, April 5, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – April 5th.
- 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.*

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_BWJhMfJISOGMEgz07U4qqQ

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.

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 4E - authorizing the purchase of fire equipment for the new Fire Engine from Municipal Emergency Services (MES) through the National Purchasing Partners Government (NPPGov) Contract #PS20040 in the expenditure amount of \$66,401.83. In September of 2020, Resolution 2020-066 was passed, authorizing the purchase of a new Fire Engine. However, the equipment needed on the apparatus to make it fully functional was not included in the Resolution. The total cost of the needed equipment is \$66,401.83, and through the NPPGov cooperative purchasing contract, we can satisfy the competitive bid requirement under State law. Item 4F - authorizing the Bid No. RFB-22-0001 Demolition of Substandard Buildings for real property within the City of Duncanville to Garrett Demolition, Inc. in accordance with the proposed pricing bid tabulation attached hereto and incorporated herein as Exhibit' A,; in an amount not to exceed \$77,167.16. The award is a Master Agreement with Garrett Demolition, Inc. to assist the City of Duncanville in demolishing both residential

and commercial structures that have been determined substandard by the City and ordered demolished by a Municipal Judge or the City's Building Standards Commission. The contract period is for a total of five years with annual renewal option periods. The contract is on an as-needed basis. The awarded amount is in an amount not to exceed \$77,167.16.

I.2. BRIEFINGS / PRESENTATIONS

No presentations.

Mayor Gordon recessed the Briefing Session at 6:40 p.m. for City Council to convene into Executive Session.

II. EXECUTIVE SESSION

The Executive Session was called into session at 6:42 p.m. and City Attorney Hager read the item into record.

- II.1** *City Council shall convene into closed Executive Session pursuant to Section 551.071 Texas Gov't Code; to discuss and deliberate the purchase, exchange or value of real property in order to improve negotiation with the third party for property west of US Highway 67 South of Camp Wisdom East of Main Street and North of Danieldale Rd.; and, to deliberate regarding commercial and financial information from a business prospect and deliberate an offer of a financial or incentive to a business prospect pursuant to Section 551.087, Texas Gov't Code.*

The Council closed the Executive Session at 7:42 p.m.

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

The City Council convened into Regular Session in the Council Chambers at 7:48 p.m., with Mayor Gordon presiding

Councilmember Cooks delivered the Invocation.

Mayor Gordon led the Pledge of Allegiance and Texas Pledge.

III.1. REPORTS

III.1.A. Mayor's Report.

None.

III.1.B. Councilmembers' Reports

Councilmember Cooks spoke on a Texas Association of Black City Councilmembers scholarship fund opportunity. Application period - March 1, 2022 to May 1, 2022
Contact: mcooks@duncanville.com

III.1.C. City Manager's Report.

Assistant City Manager Brown spoke on road reconstruction utility improvements, Operation Clean Duncanville, The Easter Egg Hunt, and the Keep Duncanville Beautiful Community Clean-up event.

III.2. PROCLAMATIONS AND PRESENTATIONS

III.2.A. Proclamation in recognition of National Library Week, April 3-9, 2022.

Councilmember Contreras presented 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"

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.

To speak by video conference during Citizen Comments, you must register with the City Secretary before 4 pm on Tuesday, April 5, 2022, email citysecretary@duncanville.com and title the email. "Public Comment – April 5th". 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.

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, April 5, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – April 5th.
- 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. The following spoke during the Citizens Input Period:

Gilbert Cavello, 703 San Juan Dr. - submitted a comment in support on Wheatland Plaza.

Christopher Price, 214 Cliffwood Dr. - submitted a comment in support on Wheatland Plaza.

Stan Moore, 503 E Freeman St. - submitted a comment in support on Wheatland Plaza.

Patricia Ebert, 115 South Greenstone Lane - submitted a comment on the Republic Trash and Bulk Pickup.

Bryan Kaiser, 100 S Main Street - spoke in favor of Wheatland Plaza.

Erika Browning, 442 E Cherry Street - spoke on Agenda 5B and Exhibits.

III.4. CONSENT AGENDA

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

- III.4.A. Consider the Minutes for the March 7th Special City Council Meeting, March 14th Joint Meeting, and the March 15th City Council Regular Meeting.**
- III.4.B. Consider a Resolution approving the award of IFB #22-012, Forest Hills Addition Ramps Construction, to Northstar Construction, LLC through the City's competitive bid process, with an estimated expenditure amount of \$217,685.00 and an additional appropriation of \$21,768.50 for a contingency equaling ten (10) percent of the original contract price.**
- III.4.C. Consider a Resolution approving the purchase of fuel products from Jack Ray Oil Company through Tarrant County Cooperative Purchase Contract #2022-063 in the estimated total expenditure amount of \$472,780.00.**
- III.4.D. Consider a Resolution approving a Cooperative Purchasing Agreement with Professional Turf Products, L.P. through BuyBoard Contract #611-20 in the expenditure amount of \$84,442.06.**

- III.4.E. **Consider a Resolution authorizing the purchase of fire equipment for the new Fire Engine from Municipal Emergency Services (MES) through the National Purchasing Partners Government (NPPGov) Contract #PS20040 in the expenditure amount of \$66,401.83.**
- III.4.F. **Consider a Resolution authorizing the Bid No. RFB-22-0001 Demolition of Substandard Buildings for real property within the City of Duncanville to Garrett Demolition, Inc. in accordance with the proposed pricing bid tabulation attached hereto and incorporated herein as Exhibit' A,'; in an amount not to exceed \$77,167.16.**
- III.4.G. **Consider a Resolution awarding a contract for Construction Manager at Risk Services (CMAR) for Harrington Park Improvements to Dean Construction, with an estimated amount of \$288,000.00 based on unit price bid.**
- III.4.H. **Consider a Resolution authorizing a cooperative purchasing agreement with Caldwell Country Chevrolet, LLC through Buyboard Contract #601-19, to approve procurement of six Chevrolet Tahoes PPVs in the total expenditure amount of \$465,898.00.**

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

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. **Conduct a Public Hearing (2022-04) for consideration and action regarding the request of Pedro Espinoza, applicant and owner, to include a Specific Use Permit "SUP" for a Carport on Irwin Keasler Dev Red Bird 4, Block 16, Lot 3, more commonly known as 622 West Camp Wisdom Road, Duncanville, Dallas County, Texas.**

Neighborhood Services Director Tennant presented the item.

Special Use Permit Request - Carport - 622 W Camp Wisdom Road

- Request for the use of carport
- Proposed to meet area, yard, and bulk standards
- Proposed to meet material standards
- One response received in favor of the request

At the March 14, 2022, Planning & Zoning Commission Meeting, the Commission voted unanimously in favor of the request.

Mayor Gordon opened the Public Hearing at 8:08 p.m.

In Favor:
No one spoke.

Opposed:
No one spoke.

Councilmember Don McBurnett made a motion to close the Public Hearing, Mayor Pro Tem Harvey seconded the motion. The vote was cast 7 for, 0 against.

Mayor Gordon closed the Public Hearing at 8:09 p.m.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 6 for, 1 against (Councilmember Jeremy Koontz). Item passed.

- III.5.B. **Consider a Resolution approving the Economic Development Grant agreement by and between Duncanville Community and Economic Development Corporation (DCEDC) and Wheatland Duncanville, LLC (Wheatland) in an amount not to exceed of \$1,500,000.00, which is attached hereto and incorporated herein as Exhibit "A"; approving a collateral assignment of deposit account and Secretary's Certificate of DCEDC and in favor of Texas Brand Bank in the amount of \$500,000.00,**

as Exhibit "B" attached hereto and incorporated herein; authorizing an agreement with Wheatland Duncanville, LLC for the property located at Lot A, Block 1 of the Wheatland Shopping Center Addition, Duncanville, Texas as Exhibit "C" attached hereto and incorporated herein.

Item was moved after Staff and Board Reports.

III.5.C. Consider a Resolution approving the Sign Control Board Grant of a variance to Navy Federal Credit Union allowing wall signs to be installed on the south and east elevations at 280 West Highway 67 Duncanville, TX.

Neighborhood Services Director Tennant presented the item.

280 West Highway 67 - Navy Federal Credit Union

- Variance Request:
 - o To allow for two (2) wall signs, one (1) each on the south and east (rear) elevations.
- Code Section & Requirements
 - o Section 16A-22 – Prohibited signs and activities
 - o Per Section 16A-22(f)(6), No signs of any type are permitted on the rear wall of any structure.

Councilmember Contreras stated the square footage sign in the Resolution was incorrect.

Councilmember Don McBurnett made a motion to approve the item with the change from 600 square foot to 67 square foot, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.D. A Resolution approving the Sign Control Board Grant a variance to Automann allowing a second monument sign on the same frontage to be installed at 1250 North Duncanville Road Duncanville, Texas.

Neighborhood Services Director Tennant presented the item.

1250 North Duncanville Road - Automann

- Variance Request:
 - o To allow a second monument sign at the southern entrance. This is a request for an additional street frontage sign.
- Code Section & Requirements
 - o Per Section 16A-31(f) Maximum number: One per street frontage.

Councilmember Contreras questioned if the block wall was a planter box and asked staff to recheck to make sure the sign included the block's dimensions to make sure the sign would conform in size with the Ordinance.

Councilmember Mark D. Cooks made a motion to approve the item as stated, Councilmember Greg Contreras seconded the motion. The vote was cast 7 for, 0 against. Item passed

III.5.E. A Resolution allowing Auto Savvy to reface the existing 303 square feet highway sign located at 611 East Interstate Highway 20 Duncanville, TX.

Neighborhood Services Director Tennant presented the item.

611 East Interstate Highway 20 - Auto Savvy

- Variance Request:
 - o To allow 303 square feet on an existing highway sign to be refaced. The variance request is for 103 square feet of signage area.
- Code Section & Requirements
 - o Section 16A-29(d): Maximum area highway sign is 200 square feet.

Councilmember Greg Contreras made a motion to approve the item as stated, Councilmember Jeremy Koontz seconded the motion. The vote was cast 7 for, 0 against. Item passed.

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

Item was moved after III.5.B.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the Fire Department Quarterly Report.*

Fire Chief Rohde presented the item.

III.5.B. *Consider a Resolution approving the Economic Development Grant agreement by and between Duncanville Community and Economic Development Corporation (DCEDC) and Wheatland Duncanville, LLC (Wheatland) in an amount not to exceed of \$1,500,000.00, which is attached hereto and incorporated herein as Exhibit "A"; approving a collateral assignment of deposit account and Secretary's Certificate of DCEDC and in favor of Texas Branch Bank in the amount of \$500,000.00, as Exhibit "B" attached hereto and incorporated herein; authorizing an agreement with Wheatland Duncanville, LLC for the property located at Lot A, Block 1 of the Wheatland Shopping Center Addition, Duncanville, Texas as Exhibit "C" attached hereto and incorporated herein.*

City Attorney Hager explained the recommendation of changes.

Managing Director, Development Services Garcia presented the item.

Timeline:

- 01/10/22: Mr. Monte Anderson first contacted DCEDC staff regarding a potential opportunity for Wheatland Plaza.
- 01/24/22: Project Read is first presented to DCEDC Board in a closed executive session.
- 02/09/22: Mr. Anderson met with City staff to discuss preliminary site plans.
- 02/15/22: Project Read is presented to City Council in a closed executive session.
- 03/14/22: Joint executive session between City Council and DCEDC – vote was taken to direct Mr. Garcia to continue negotiations. The developer is asked to present to the community.
- 03/20/22: The developer hosted a community Townhall. Overwhelming positive support.
- 03/21/22: Joint session to discuss the status of negotiations.
- 03/28/22: Joint sessions to discuss legal and contract points.
- 04/05/22: DCEDC and City Council voted on a resolution authorizing the DCEDC to enter a partnership with Mr. Anderson through Wheatland Duncanville, LLC in the amount of \$2,000,000.
- 04/07/22: The last day for Mr. Anderson to close on purchasing of the property.

City Attorney stated the motion:

"Motion to approve a Resolution of the City Council to authorize Duncanville Community Economic Development Corporation (DCEDC) to enter into an Incentive Agreement with Wheatland Duncanville, LLC to provide 1.5 million of sales tax proceeds to rehabilitate, renovate and enhance Wheatland Plaza Retail Center located on Lot 1, Block A of the Wheatland Shopping Center Addition, Duncanville, Dallas County Texas; and, to approve a grant amount of \$500,000.00 as collateral to secure a construction loan, for said purposes, subject to paid back of said pledge, and approve such expenditure by DCEDC subject to final document approval as to form by the City Attorney and Special Legal Counsel for DCEDC."

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

Councilmember Cooks made a motion to allow Monte Anderson to speak, Mayor Pro Tem Harvey seconded the motion. The vote was cast 7 for, 0 against.

Mr. Anderson thanked the DCEDC, Council and Staff for allowing him the opportunity and all their hard work.

III.5.F. Take any necessary action as a result of the Executive Session.
No action taken.

IV. ADJOURNMENT

The meeting was adjourned at 8:46 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes
Special Meeting
Monday, April 11, 2022

CALL TO ORDER

A special meeting of the Duncanville City Council was called to order on Monday, April 11, 2022, at 6:00 pm in the 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

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 Special Meeting in person at 6:00 pm on Monday, April 11, 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 in person.

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.

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, April 11, 2022.
- Email citysecretary@duncanville.com
- Email title: Public Comment – April 11th.
- First and Last Name; and address.
- *The City Secretary will still set a two-minute time limit on the comments as they are read.*

1. CALL TO ORDER.

2. RECEIVE PUBLIC COMMENTS.

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

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, April 11, 2022.
- Email: kdowns@duncanville.com
- Email title: Public Comment – April 11th.
- First and Last Name; and address.
- *The Secretary will still set a two-minute time limit on the comments as they are read.*

No comments.

Mayor Gordon recessed Regular Session at 6:01 p.m. for City Council to convene into Executive Session.

3. EXECUTIVE SESSION

“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 the necessary action as a result of executive session.”

Mayor Gordon called Executive Session into order at 6:02 p.m.

{Councilmember Veracruz left the meeting at 8:08 p.m.}
{Councilmember Veracruz returned to the meeting at 8:10 p.m.}

Mayor Gordon closed Executive Session at 8:11 p.m.

4. TAKE ANY NECESSARY ACTION AS A RESULT OF THE EXECUTIVE SESSION.

Mayor Gordon opened Regular Session at 8:13 p.m.

Councilmember Mark D. Cooks made a motion to approve a 2% COLA for the City Manager, Aretha R. Ferrell-Benavides, effective with the contract anniversary date of February 22, 2022.

Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Item passed.

Mayor Pro Tem Patrick Harvey made a motion to approve a 2% merit increase for the City Manager, Aretha R. Ferrell-Benavides, effective with the contract anniversary date of February 22, 2022.

Councilmember Joe Veracruz seconded the motion. The vote was cast 4 for, 3 against (Councilmember Don McBurnett, Councilmember Jeremy Koontz, and Councilmember Greg Contreras). Item passed.

5. ADJOURNMENT

The meeting was adjourned at 8:19 pm.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY



STAFF REPORT

MEETING: City Council - 19 Apr 2022

TITLE:

Conduct a Public Hearing (2022-05) for consideration and action regarding the request of Oscar D. Castillo, applicant, representing J. Carmen Ortiz, owner, to include a Specific Use Permit "SUP" for Carport on Hilltop Estates 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane.

STAFF RESPONSIBLE:

Jeremy Tennant, Director of Neighborhood Services and Planning

BACKGROUND/HISTORY:

Comprehensive Plan

The subject property has a Future Land Use Designation of Low Density Residential. The Plan states that low density residential represents a traditional single-family detached neighborhood and includes housing and living units for people with a range of incomes and needs. Low density residential areas generally range between three and five dwelling units per acre.

This request is in conformance with the Comprehensive Plan as the proposed accessory use is for the purpose of an existing single-family residence.

Project Scope

As shown on the site plan and material exhibits, the proposed carport is designed to be in conformance with associated standards such as lot orientation, setbacks, and materials.

Parking

The Zoning Ordinance requires two (2) unenclosed, paved parking spaces plus a one or two-car garage or Porte Cochere. Section 4.04.B.3.(Single-Family and Townhome Parking Accommodations) of the Ordinance provides an exception that states "Exception: A carport may be provided in lieu of a garage or Porte Cochere upon approval of a Specific Use Permit."

This request, if approved, would be in conformance with this language.

Surrounding Land Use

The subject property is surrounded on all sides by existing single-family residences that are zoned SF-7, Single-Family Residential District.

Zoning and Land Use

Section 6.05. (Specific Use Permits) of the Zoning Ordinance, states that in considering an application for a SUP, the Planning and Zoning Commission and the City Council shall consider that the proposed use is:

- consistent and compatible with the adjacent land use and zoning.
- consistent with the architecture and characteristics of the adjacent properties.
- may promote innovative use of modern development concepts, without having an adverse impact on adjacent properties.
- consistent with the goals and objectives of the City of Duncanville.
- an enhancement or improvement beyond the minimum standards set forth by the Zoning Ordinance.
- will not be detrimental to the general health, safety, and welfare of the community.
- would stabilize and improve property values within the City of Duncanville.
- would protect and enhance the city's attractiveness to residents, businesses, tourists, and visitors.
- would strengthen and help diversify the economy of the City of Duncanville.

Outcome of Planning & Zoning Commission

The Planning & Zoning Commission considered the applicant's request and made a recommendation to approve the request to City Council.

POLICY EXPLANATION:

Notification

Twenty-six (26) notices were sent out for this public hearing. Letters will be received until Tuesday, April 19, 2022, to fulfill legal requirements for a written formal protest to City Council. The request is scheduled to proceed to the Tuesday, April 19, 2022, City Council hearing.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approve the Specific Use Permit (SUP) as Approved by the Planning & Zoning Commission.
2. Do not approve Specific Use Permit (SUP) .
3. Other actions as directed by Council.

ATTACHMENTS:

[Attachment 1 - Legal Advertisement for Public Hearing](#)

[Attachment 2 - Area of Request Maps](#)

[Attachment 3 - Site Plan & Material Exhibits](#)

[Attachment 4 - Letter From Applicant](#)

[Attachment 5 - Letter to Property Owners within 200' Buffer with responses](#)

[Attachment 6 - List of Property Owners within 200' Buffer](#)

[Attachment 7 - Ordinance No. - 2431 - SUP - Carport - 455 Azalea Lane - Pdf](#)

Attachment 1

Advertise 1 time - By March 16

NOTICE OF A PUBLIC HEARING BEFORE THE
PLANNING AND ZONING COMMISSION
ZONING FILE #2022-05

A public hearing will be held before the Planning & Zoning Commission on Monday, March 28, 2022, at 7:00 p.m. and before the City Council on Tuesday, April 19, 2022, at 7:00 p.m., in the Council Chambers, City Hall, 203 E. Wheatland Road, Duncanville, Texas. Hearings are to hear a request of Oscar D. Castillo, Applicant, representing J. Carmen Ortiz, owner, to include a Specific Use Permit "SUP" to allow the use of Carport on Hilltop Estates Inst 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane.

As an interested citizen, you may appear at the public hearing or you may send a notice to either the City Secretary or to Skye Thibodeaux, Secretary of the Planning and Zoning Commission, P.O. Box 380280, Duncanville, Texas, 75138-0280 stating your position.

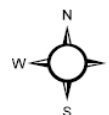
CITY OF DUNCANVILLE
Kristin Downs
City Secretary

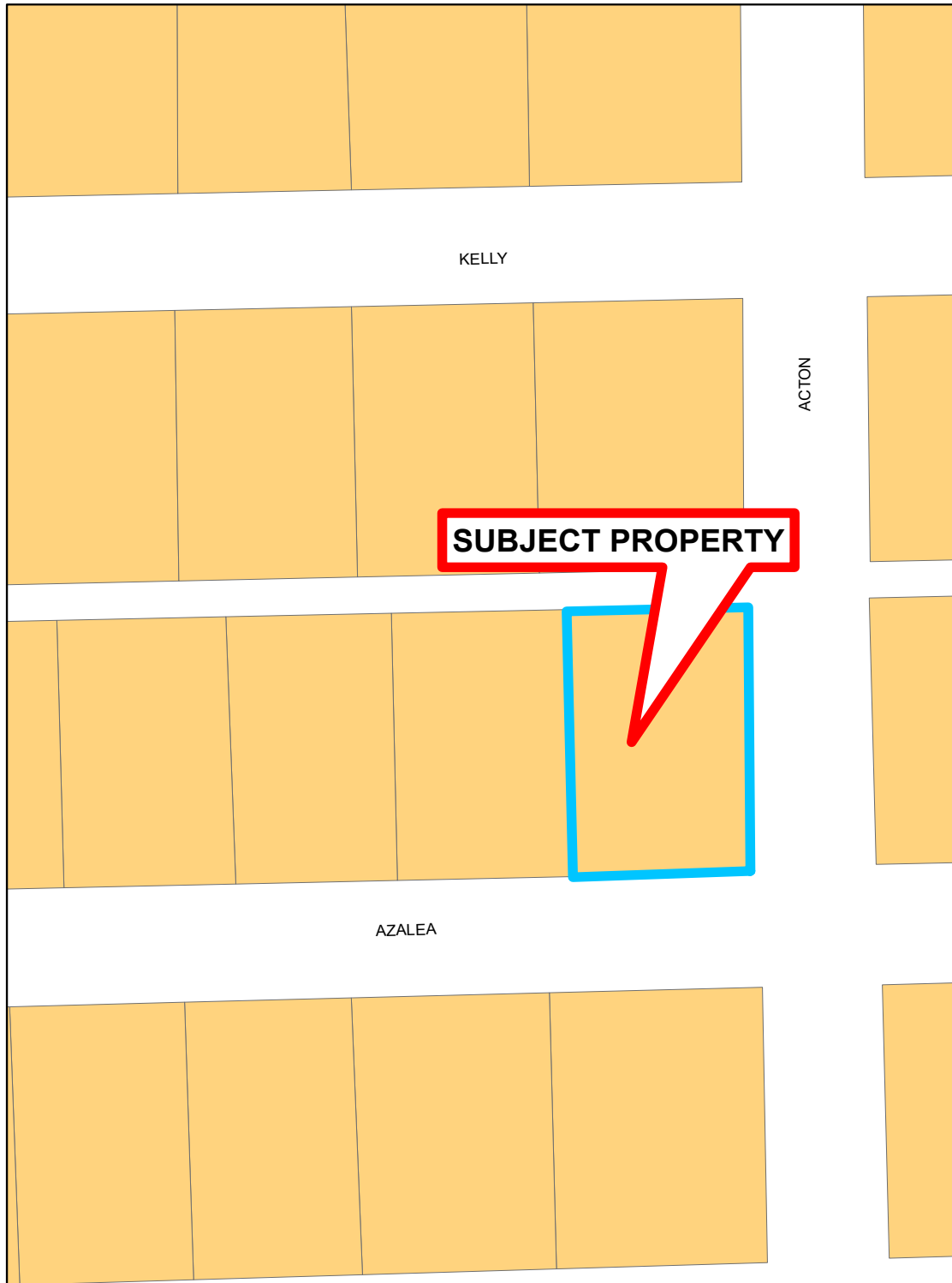
Skye Thibodeaux, AICP
Secretary, Planning and Zoning Commission

Attachment 2

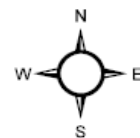


Proposed Zoning Change
Aerial Location
455 Azalea Lane

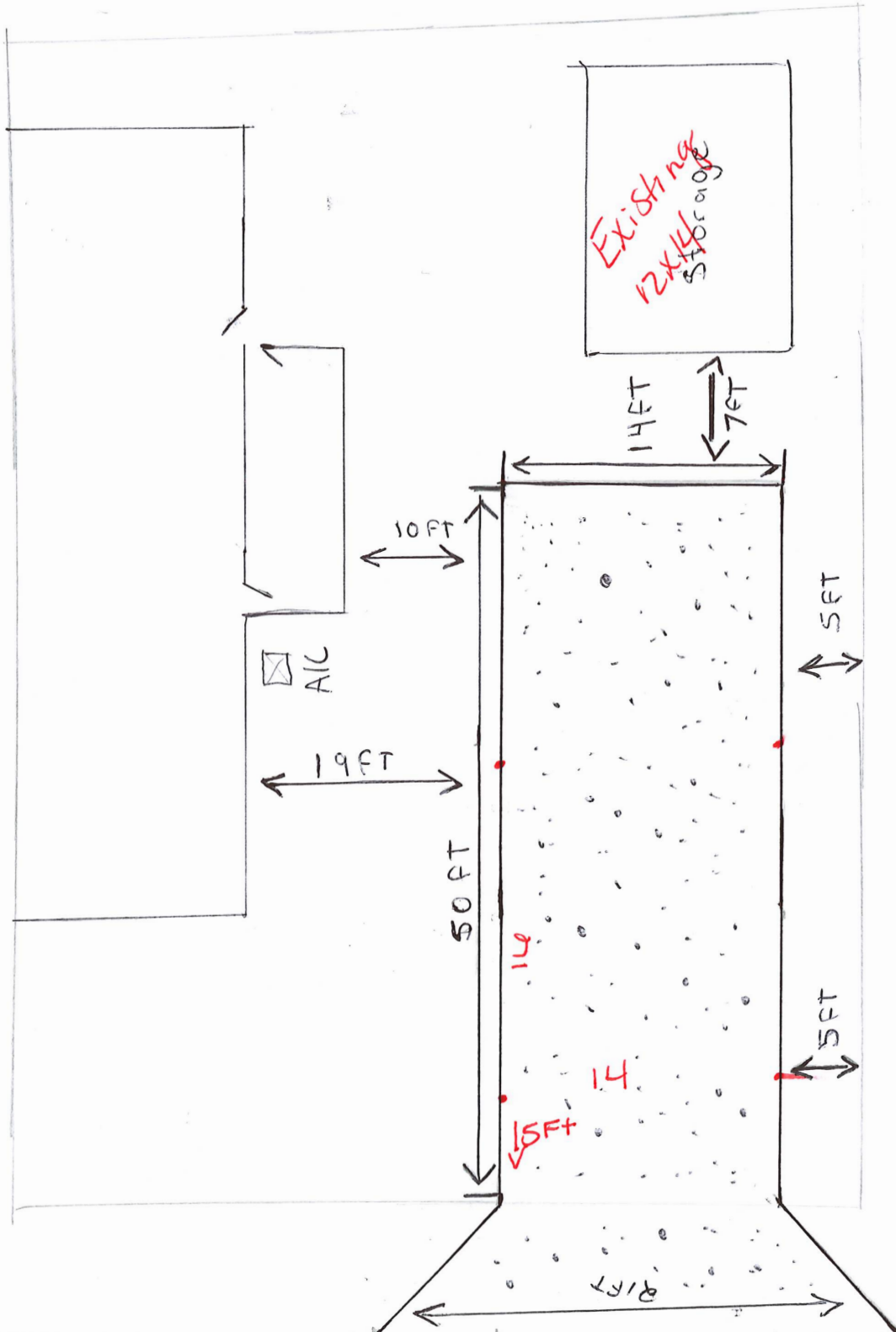




**ZONING CASE 2022-05
SUP REQUEST
FOR CARPORT**



Attachment 3



ACCESSORY BUILDING QUESTIONNAIRE

PRE-EXISTING ACCESSORY BUILDINGS

(Not to include the building covered by this permit application.)

Do you currently have accessory buildings at this location? SI

If yes,

How many buildings are present? 1

What is the usage? Storage

What are the dimensions? 12 x 14

PROPOSED NEW ACCESSORY BUILDING

Size of proposed structure: 14 feet x 16 feet = 224 sq. height 12 ft.

ACCESSORY BUILDING CANNOT EXCEED 16 FEET IN HEIGHT

Check one that applies: ☒ Anchored to a concrete slab 3" thick reinforced with #3 rebar
☐ Anchored to all corners via 12" x 12" x 18 concrete piers
☐ Other (Please specify): _____

Will the building be provided with electrical or plumbing system? No

If yes, provide description: _____

What exterior wall covering will this building have? metal 14 gauge post

What roofing material will this building have? metal sheets 26 gauge covering
 (Minimum 26-gauge steel or aluminum)

Will the building have a door large enough for a vehicle to enter? SI

What is the intended use of the building?

- ☐ Domestic Storage
☐ Living Quarters
☒ Carport Only – No Side Walls
☐ Other (Please Specify): _____

Location of proposed portable/accessory structure:

Lot size: max 8455
 Distance from side property lines: 5 feet and 5 feet
 Distance from rear property lines: 5 feet
 Distance from any other structure on the property: 19 feet

Attachment 4

Yo JCarmen Ortiz
Dueño de la propiedad en
455 Azalea Ln,
estoy autorizando agregar
un Car porch a mi propiedad
y acepto las Condiciones
que me ponga la ciudad.

JCarmen Ortiz

Attachment 5

City of Duncanville Planning Division
Development Services
203 E. Wheatland Road
P. O. Box 380280
Duncanville, TX 75138-0280
(p) 972-707-3878
(e) lromero@duncanville.com



March 16, 2022

Zoning File: 2022-05

Dear Property Owner:

Oscar D. Castillo, Applicant, representing J. Carmen Ortiz, Owner, is requesting to include a Specific Use Permit "SUP" to allow the use of Carport on Hilltop Estates Inst 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane.

Your property is NOT being rezoned. You have been sent this notice because you are within the required 200-foot notification area of property that is being considered for rezoning for this particular public hearing. Please refer to the enclosed map that indicates which property is being rezoned.

The Planning and Zoning Commission will hold a public hearing on Monday, March 28, 2022, at 7:00 p.m. and a City Council public hearing on April 19, 2022, at 7:00 p.m. in the City Hall Council Chambers, 203 E. Wheatland Road. Public hearings are held to allow interested persons the opportunity to state their opinion directly to the Planning & Zoning Commission either for or against the proposed zoning change. If you oppose the zoning change, however, the attached survey must be completed and returned by April 19, 2022, to fulfill legal requirements for a written formal protest.

As an interested citizen, you may submit public comments to either the City Secretary or to Skye Thibodeaux, Secretary of the Planning and Zoning Commission, P.O. Box 380280, Duncanville, Texas, 75138-0280 or email sthibodeaux@duncanville.com stating your position. You are encouraged to participate in the public hearing and offer comments.

Sincerely,



Skye Thibodeaux
Secretary, Planning and Zoning Commission

Enclosures

División de Planificación de la Ciudad de Duncanville
Servicios de Desarrollo
203 E. Wheatland Road
P. O. Box 380280
Duncanville TX 75138-0280
p) 972-707-3878
e) lromero@duncanville.com



Marzo 16, 2022

Archivo de Zonificación: 2022-05

Estimado Propietario:

Oscar D. Castillo, Solicitante, representando, J. Carmen Ortiz, Propietaria, está solicitando incluir un Permiso de Uso Específico "SUP" para una Cochera en Hilltop Estates Inst 7, Block E, Lot 13, Ciudad de Duncanville, Condado de Dallas, Texas, más comúnmente conocido como 455 Azalea Lane.

Su propiedad NO está siendo rezonificada. Se le ha enviado este aviso porque se encuentra dentro del área de notificación requerida de 200 pies de la propiedad que se está considerando para la rezonificación para esta audiencia pública en particular. Consulte el mapa adjunto que indica qué propiedad se está rezonificando.

La Comisión de Planificación y Zonificación llevará a cabo una audiencia pública el Lunes 28 de Marzo de 2022 a las 7:00 p.m. y una audiencia pública del Concejo Municipal se llevará a cabo el Martes 19 de Abril de 2022 a las 7:00 p.m. en las Cámaras del Concejo Municipal, 203 E. Wheatland Road. Las audiencias públicas se llevan a cabo para permitir a las personas interesadas la oportunidad de expresar su opinión directamente a la Comisión de Planificación y Zonificación, ya sea a favor o en contra del cambio de zonificación propuesto. Sin embargo, si se opone al cambio de zonificación, la encuesta adjunta debe completarse y devolverse antes del 19 de Abril de 2022, para cumplir con los requisitos legales para una protesta formal por escrito.

Como ciudadano interesado, puede enviar comentarios públicos al secretario de la Ciudad o a Skye Thibodeaux, Secretario de la Comisión de Planificación y Zonificación, P.O. Box 380280, Duncanville, Texas, 75138-0280 o enviar un correo electrónico sthibodeaux@duncanville.com indicando su posición. Se le anima a participar en la audiencia pública y ofrecer comentarios.

Sinceramente,

Skye Thibodeaux
Secretario de la Comisión de Planificación y Zonificación

Recintos

203 E. Wheatland Road | Duncanville, Texas 75116 | 972.780.5000 P | 972.780.5077 F | duncanville.com

The following form may be filled out and mailed to:

*Planning and Zoning Commission
City of Duncanville
Attn: Development Services
P.O. Box 380280
Duncanville, TX 75138-0280*

Case No. 2022-05 Oscar D. Castillo, Applicant, representing J. Carmen Ortiz, Owner, is requesting approval of a Specific Use Permit (SUP) to allow for the use of Carport on Hilltop Estates Inst 7, Block E, Lot 13, more commonly known as 455 Azalea Lane, in the City of Duncanville, Dallas County, Texas. This is the first of two public hearings that have been scheduled to receive further input on the requested zoning change.

NOTE: The purpose of the request is to allow for a carport.

You have been sent this notice since your property is within the 200-foot notification area of the property being requested for a zoning change. **Your property is not being rezoned.**

The Planning and Zoning Commission will hold a public hearing on Monday, March 28, 2022, at 7:00 p.m., and the City Council public hearing will be held on Tuesday, April 19, 2022, at 7:00 p.m., both at the City of Duncanville Council Chambers, 203 E. Wheatland Road. Public hearings are held to allow interested persons the opportunity to state their opinion directly to the Planning & Zoning Commission either for or against the proposed zoning change.

If you oppose the zoning change, however, the attached survey must be completed and returned by April 19, 2022, to fulfill legal requirements for a written formal protest.

Please check one:

_____ ***In favor of granting the zoning request.***

_____ ***Not in favor of granting the zoning request.***

My reasons are as follows:

1).

2).

3).

Printed Name: _____ Address: _____

Signature: _____ Date: _____

El siguiente formulario puede ser llenado y enviado por correo a:

Comisión de Planificación y Zonificación
Ciudad de Duncanville
A la atención de: Servicios de Desarrollo
P.O. Box 380280
Duncanville, TX 75138-0280

Caso No. 2022-05 Oscar D. Castillo, solicitante, representando J. Carmen Ortiz, propietaria, está solicitando la aprobación de un Permiso de Uso Específico (SUP) para permitir una Cochera en Hilltop Estates Inst 7, Block E, Lot 13, más comúnmente conocido como 455 Azalea Lane, en la Ciudad de Duncanville, Condado de Dallas, Texas. Esta es la primera de dos audiencias públicas que se han programado para recibir más información sobre el cambio de zonificación solicitado.

NOTA: El propósito de la solicitud es permitir una Cochera.

Se le ha enviado este aviso ya que su propiedad está dentro del área de notificación de 200 pies de la propiedad que se solicita para un cambio de zonificación. Su propiedad no está siendo rezonificada.

La Comisión de Planificación y Zonificación llevará a cabo una audiencia pública el Lunes 28 de Marzo de 2022, a las 7:00 p.m., y la audiencia pública del Concejo Municipal se llevará a cabo el Martes 19 de Abril de 2022, a las 7:00 p.m., ambas en las Cámaras del Consejo de la Ciudad de Duncanville, 203 E. Wheatland Road. Las audiencias públicas se llevan a cabo para permitir a las personas interesadas la oportunidad de expresar su opinión directamente a la Comisión de Planificación y Zonificación, ya sea a favor o en contra del cambio de zonificación propuesto.

Sin embargo, si se opone al cambio de zonificación, la encuesta adjunta debe completarse y devolverse antes del 19 de Abril de 2022, para cumplir con los requisitos legales para una protesta formal por escrito.

Por favor, marque uno:

_____ A favor de conceder la solicitud de zonificación.

_____ No a favor de otorgar la solicitud de zonificación.

Mis razones son las siguientes:

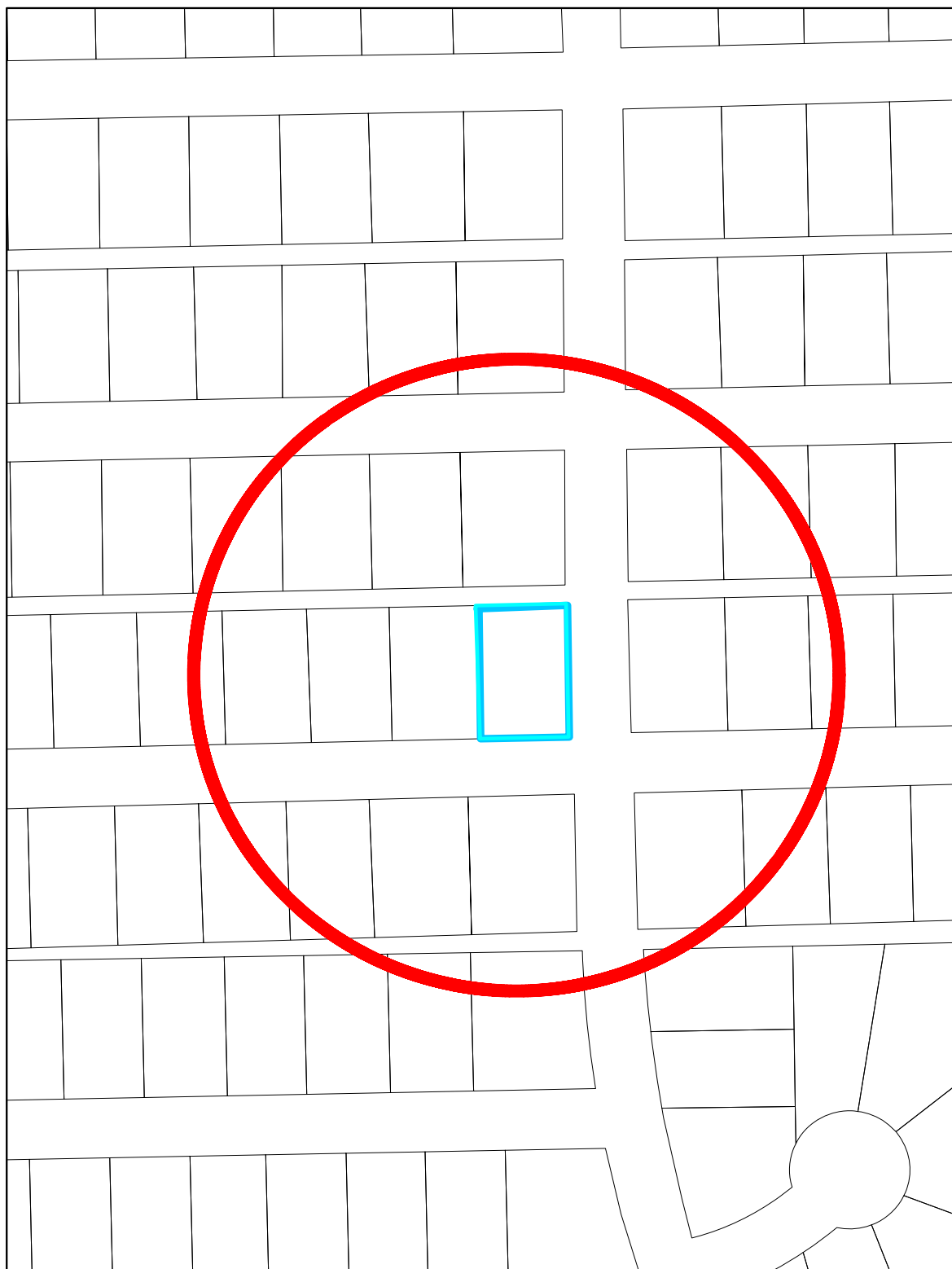
- 1).
- 2).
- 3).

Nombre
impreso: _____

Dirección: _____

Firma: _____

Fecha: _____



The following form may be filled out and mailed to:

Planning and Zoning Commission
City of Duncanville
Attn: Development Services
P.O. Box 380280
Duncanville, TX 75138-0280

Case No. 2022-05 Oscar D. Castillo, Applicant, representing J. Carmen Ortiz, Owner, is requesting approval of a Specific Use Permit (SUP) to allow for the use of Carport on Hilltop Estates Inst 7, Block E, Lot 13, more commonly known as 455 Azalea Lane, in the City of Duncanville, Dallas County, Texas. This is the first of two public hearings that have been scheduled to receive further input on the requested zoning change.

NOTE: The purpose of the request is to allow for a carport.

You have been sent this notice since your property is within the 200-foot notification area of the property being requested for a zoning change. **Your property is not being rezoned.**

The Planning and Zoning Commission will hold a public hearing on Monday, March 28, 2022, at 7:00 p.m., and the City Council public hearing will be held on Tuesday, April 19, 2022, at 7:00 p.m., both at the City of Duncanville Council Chambers, 203 E. Wheatland Road. Public hearings are held to allow interested persons the opportunity to state their opinion directly to the Planning & Zoning Commission either for or against the proposed zoning change.

If you oppose the zoning change, however, the attached survey must be completed and returned by April 19, 2022, to fulfill legal requirements for a written formal protest.

Please check one:

☒ **In favor** of granting the zoning request.

☐ **Not in favor** of granting the zoning request.

My reasons are as follows:

1).

2).

3).

Printed Name: Juventino Mendoza Address: 450 Azalea Ln. Duncanville
Signature: Juventino Mendoza Date: 3/18/2022 TR 75137



Attachment 6

TRUONG QUOANG A & 926 CAMBRIDGE DR DUNCANVILLE, TEXAS 75137	CAPPJO JOHN R & JUANITA R 507 AZALEA LN DUNCANVILLE, TEXAS 75137	SARAVIA MARIA DELTRANSITO & 506 KELLY CT DUNCANVILLE, TEXAS 75137
RICH LARRY C & CAROLYN S 502 KELLY CT DUNCANVILLE, TEXAS 751372513	MONTEMAYOR ADAN GERARDO V & 506 AZALEA LN DUNCANVILLE, TEXAS 751372533	LIEU JULIE & 2359 COMANCHE TRL GRAND PRAIRIE, TEXAS 750528596
EVANS JOAN E & 1114 WELLINGTON DR DUNCANVILLE, TEXAS 751372040	VAP PREMIER PROPERTY LLC 919 FAIRWAY DR DUNCANVILLE, TEXAS 751374613	MENDOZA JUVENTINO & 450 AZALEA LN DUNCANVILLE, TEXAS 751372531
GONZAGA GERALDINE MERCEDES S ET AL 446 KELLY CT DUNCANVILLE, TEXAS 751372511	DICKERSON ERLINDA 450 KELLY CT DUNCANVILLE, TEXAS 751372511	ORTIZ CARMEN J 455 AZALEA LN DUNCANVILLE, TEXAS 751372530
OLSEN ALAN & ANNIE LIVING TR 716 STUCKERT BURLESON, TEXAS 760286807	PEREZ STEPHANIE & FERNANDO JR 451 KELLY CT DUNCANVILLE, TEXAS 751372510	VINES CATHY SUE 447 KELLY CT DUNCANVILLE, TEXAS 751372510
MOUA KAI 1806 W 7TH ST IRVING, TEXAS 750603709	HERFORD FRANCES 442 KELLY CT DUNCANVILLE, TEXAS 751372511	ADAMS SHIRLEY PO BOX 382036 DUNCANVILLE, TEXAS 751382036
ROSALES DAVID 446 AZALEA LN DUNCANVILLE, TEXAS 751372531	BECK REBECCA 1914 SKILLMAN ST #110-142 DALLAS, TEXAS 752060000	GRUBBS DAN EDWARD EST OF 447 AZALEA LN DUNCANVILLE, TEXAS 751372530
GARFIAS TERESA 443 AZALEA LN DUNCANVILLE, TEXAS 751372530	HARPER NATHANIEL JR 1106 ACTON AVE DUNCANVILLE, TEXAS 751373302	SCHOENHALS REVOCABLE LIV TRUST 3554 E THORNBERRY LN CATALINA, ARIZONA 857398650
OBAZE ROSE 435 CANDLELIGHT AVE DUNCANVILLE, TEXAS 751373314	BATES MARJORIE EST OF 1055 RAINBOW LN CORSICANA, TEXAS 751090708	

ORDINANCE NO. 2431

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP, AS HERETOFORE AMENDED, BY AMENDING THE EXISTING SINGLE FAMILY RESIDENTIAL "SF-7" DISTRICT ZONING TO INCLUDE A SPECIFIC USE PERMIT "SUP" FOR A CARPORT ON HILTOP ESTATES 7, BLOCK E, LOT 13, CITY OF DUNCANVILLE, DALLAS COUNTY, TEXAS, MORE COMMONLY KNOWN AS 455 AZALEA LANE AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN; PROVIDING FOR SPECIAL CONDITIONS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and City Council of the City of Duncanville, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, the City Council is of the opinion and finds that the Comprehensive Zoning Ordinance and Map should be amended as provided herein.

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

SECTION 1. That the Comprehensive Zoning Ordinance and Map of the City of Duncanville, Texas, as heretofore amended, be, and the same are hereby amended the Single Family Residential "SF-7" District zoning to include a Specific Use Permit "SUP" for a Carport on Hilltop Estates 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane., and being more particularly described in Exhibit "A", attached hereto and made a part hereof for all purposes (the "Property").

SECTION 2. That the above-described property shall be used and developed only in the manner and for the purposes provided for by the Comprehensive Zoning Ordinance of the City of Duncanville, as heretofore amended, as special conditions and as amended herein, subject to the following additional special conditions:

- A. The carport shall be located in the rear driveway.
- B. That shall not exceed the dimensions of 20X30
- C. Shall be constructed of the materials as set forth in the application for the special use permit.
- D. Obtain the required building permit and comply with the applicable building code.

SECTION 3. 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 Comprehensive Zoning Ordinance as a whole.

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

SECTION 5. That the above-described property shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City of Duncanville, as amended herein by the granting of this specific use permit.

SECTION 6. That any person, firm or corporation violating any of the provisions or terms of this Ordinance or of the Comprehensive Zoning Ordinance as amended hereby shall be deemed guilty of a misdemeanor, and subject to the same penalty as provided for in the Comprehensive Zoning Ordinance, and upon conviction shall be punished by fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall constitute a separate offense.

SECTION 7. That this Ordinance shall take effect immediately from and after its passage and the publication of the caption of said Ordinance, as the law in such cases provides.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 19th day of April, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A

Approximately 0.194 acres on Hilltop Estates 7, Block E, Lot 13, City of Duncanville, Dallas County, Texas, more commonly known as 455 Azalea Lane.



STAFF REPORT

MEETING: City Council - 19 Apr 2022

TITLE:

Receive the Monthly Financial Report as of February 28, 2022.

- WorkPlan Item

STAFF RESPONSIBLE:

Edena J. Atmore, Managing Director, Fiscal 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 Fieldhouse funds.

POLICY EXPLANATION:

City Council expects to receive monthly reports on the City's financial condition. February is the second month in the calendar year 2022 and the fifth month of the fiscal year 2021-2022. Revenues and expenditures are expected to approximate a budgeted target of 41.6% for the period ending February 28, 2022. See the attached Monthly Financial Report as of February 28, 2022, for further details on the City's budget and actual revenues and expenditures for all funds.

Fiscal 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 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:

[Attachment 1 - 2-Monthly Financial Report -Feb 2022-CompleteUpdate](#)

Attachment 1



**CITY OF DUNCANVILLE
MONTHLY FINANCIAL REPORT**

Fiscal Year 2021-2022
YEAR-TO-DATE OPERATIONS

AS OF FEBRUARY 28, 2022

OCTOBER 1, 2021 TO FEBRUARY 28, 2022

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

Updated and Prepared by
FISCAL SERVICES DEPARTMENT
4/4/2022

Attachment 1

**MEMORANDUM**

TO: Aretha Ferrell-Benavides
City Manager

Robert Brown, Jr.
Assistant City Manager

FROM: Edena J. Atmore
Managing Director, Financial Services

DATE: April 5, 2022

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

The Duncanville Monthly Financial Report presents unaudited revenues and expenditures through February 28, 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.

February is the second month of the calendar year 2022 and is in the second quarter of fiscal year (FY) 2022. We expect to collect and spend about 41.6% of the budgeted revenues and expenditures. Below are highlights of October 2021 through February 2022 governmental financial statements.

General Fund:

General Fund's unaudited ending fund balance for actuals is approximately \$25.4 million to date, which provides an expenditure coverage for 756 days of operations as of the end of February 28, 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 complete their FY 2021 external audit report by the end of April 2022.

- Overall, collected General Fund revenues and transfers currently are at 65.3% of the targeted budget of 41.6%. This variance is well above the targeted percentage of revenues expected to be collected in FY 2022.
 - Current property tax payments are at 94.8% of the budget. The majority of property tax revenues have been collected by Dallas County and for the next several months we will see incremental receipts that will increase our collections rate to 98-99.5% for FY 2022. A certified copy of the Property Tax Collection Report is attached on page 11 of this report for your review.
 - Overall, sales tax revenues for this period are .7% less than the budgeted amount for the same time last year. The data reflects two months of revenue (December sales tax is received in February for FY 2022). A breakdown of the sales tax allocations to city funds is attached for your review on page 13 of this report.

Attachment 1

- 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 third 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.
- Building permit revenues are at 33.7% of the annual budgeted amount, which is 20.6% less than collections from the prior fiscal year. This is an indication of a slowdown in housing permits and development.
- In addition, attached is a detailed review of General Fund revenues by category.
- General Fund's total operating and project expenditures are at 33.3% of the budget.
 - To date, most operating expenditure categories are less than the expenditure target of 41.6% for the current fiscal year.
 - Transfers to Other Funds have been accelerated to match purchase requirements by other funds such as fleet replacements or capital projects.
 - In addition, attached is a detailed overview of the General Fund expenditures by department and division.
 - 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 \$13.1 million, which provides an expenditure coverage for 728 days of operations as of the end of February 28, 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 32.7% of the budget. In addition, water and sewer utility revenues reflect about the same amount of collected revenues as the same time last year.
 - Total expenditures are at 32.5% of the budget. This amount includes payments to Dallas Water Utilities (water services) and Trinity River Authority (wastewater services).
 - 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.
 - Transfers also include \$5 million in monthly installments to the Utility CIP fund for utility capital improvement projects.
 - 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 is being restructured to affordable levels for this current year. The Utility has already engaged a consultant to perform a water rate study that will incorporate the required improvements for a reliable water and sewer infrastructure within the city.

Other Funds:

- The Economic Development Fund's unaudited ending fund balance is \$4.8 million.
- **Fieldhouse** operating revenues are 49% of the budgeted amount compared to 53.9% from last year. Operating expenditures represent 47.5% of the period's budgeted target of 41.6% 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

Attachment 1
CITY OF DUNCANVILLE

GENERAL FUND-001 AS OF FEBRUARY 28, 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	\$17,648,133	\$966,703	94.8%	\$18,464,729	102.6%	
51 - SALES & OTHR TAXES	\$8,413,523	\$2,280,114	\$6,133,409	27.1%	\$2,049,450	27.8%	
52 - PERMITS & LICENSES	\$1,395,050	\$469,797	\$925,253	33.7%	\$670,156	54.3%	
53 - FINES & FEES	\$476,730	\$119,483	\$357,247	25.1%	\$118,963	21.2%	
54 - INTERGOVERNMENTAL	\$165,000	\$13,728	\$151,272	8.3%	\$21,040	12.0%	
55 - INTEREST	\$150,000	\$26,272	\$123,728	17.5%	\$52,250	18.0%	
56 - FRANCHISE FEE REV	\$1,710,000	\$396,567	\$1,313,433	23.2%	\$388,181	22.7%	
57 - CHARGES FOR SERVICES	\$275,000	\$87,137	\$187,863	31.7%	\$76,692	28.8%	
58 - TRANS FROM OTHR FUND	\$2,715,194	\$1,131,330	\$1,583,864	41.7%	\$1,096,416	41.7%	
59 - OTHER SOURCES	\$394,600	\$236,547	\$158,053	59.9%	\$174,314	47.4%	
Revenue Total	\$34,309,933	\$22,409,108	\$11,900,825	65.3%	\$23,112,192	70.9%	
Expense							
60 - SALARY AND BENEFIT	(\$21,960,350)	(\$8,133,736)	(\$13,826,614)	37.0%	(\$7,452,981)	34.5%	
72 - SUPPLIES	(\$1,837,005)	(\$297,870)	(\$932,109)	16.2%	(\$298,839)	18.6%	
73 - CONTRACT & PROF SVCS	(\$7,244,788)	(\$1,597,606)	(\$3,629,813)	22.1%	(\$1,782,660)	25.9%	
74 - MAINT & REPAIR SVCS	(\$737,337)	(\$241,322)	(\$348,851)	32.7%	(\$323,559)	45.1%	
75 - UTILITIES	(\$1,049,491)	(\$331,317)	(\$666,154)	31.6%	(\$312,269)	31.5%	
76 - CAPITAL OUTLAY	(\$165,500)	(\$43,825)	(\$30,499)	26.5%	(\$34,589)	22.8%	
77 - DEBT SERVICES	(\$60,057)	(\$60,129)	\$72	100.1%	(\$100,095)	41.7%	
78 - TRANS TO OTHR FUNDS	(\$3,460,456)	(\$1,491,780)	(\$1,968,676)	43.1%	(\$351,194)	19.0%	
79 - OTHR EXP/FINANCE USE	(\$369,132)	(\$103,076)	(\$262,255)	27.9%	\$7,604	-2.2%	
Expense Total	(\$36,884,115)	(\$12,300,661)	(\$21,664,900)	33.3%	(\$10,648,582)	31.0%	
Revenues Over/(Under) Exp.	(\$2,574,182)	\$10,108,447	(\$9,764,075)	-392.7%	\$12,463,611		
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	\$25,471,377			
FUND BALANCE RESERVE REQUIREMENT POLICY							
%							
% of Fund Balance to Exp. Ratio	34.7%	207.1%					
# of Days Coverage	127	756					

**TRANSFERS TO OTHER FUNDS INCLUDES
\$2,703,103 FOR ONE-TIME PROJECTS FROM
FUND BALANCE
SEE USE OF FUND BAL SUMMARY-FUND 41**

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF FEBRUARY 28, 2022

REVENUES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
50 - PROPERTY TAXES				
501101 - CURRENT TAXES	\$17,567,686	\$18,324,836	\$757,150	95.9%
501102 - DELINQUENT TAXES	\$46,456	\$150,000	\$103,544	31.0%
501103 - PENALTIES AND INTEREST	\$33,991	\$140,000	\$106,009	24.3%
50 - PROPERTY TAXES Total	\$17,648,133	\$18,614,836	\$966,703	94.8%
51 - SALES & OTHR TAXES				
501201 - STATE SALES TAX CITY PORTION	\$1,494,850	\$5,558,349	\$4,063,499	26.9%
501202 - SALES TAX PROPERTY TAX RELIEF	\$747,425	\$2,779,174	\$2,031,749	26.9%
501204 - ALCOHOLIC BEVERAGE TAX	\$37,839	\$76,000	\$38,161	49.8%
51 - SALES & OTHR TAXES Total	\$2,280,114	\$8,413,523	\$6,133,409	27.1%
52 - PERMITS & LICENSES				
502101 - BUILDING PERMITS	\$120,892	\$275,000	\$154,108	44.0%
502102 - ELECTRICAL PERMITS	\$14,050	\$17,000	\$2,950	82.6%
502103 - SOLICITOR LICENSES	(\$0)	\$1,500	\$1,500	0.0%
502105 - EMERGENCY MEDICAL SERVICE	\$214,654	\$850,000	\$635,346	25.3%
502106 - SIGN PERMITS	\$8,950	\$15,000	\$6,050	59.7%
502108 - HEALTH FOOD INSPECTION FEES	\$28,173	\$70,000	\$41,827	40.2%
502109 - PLUMBING AND AC PERMITS	\$29,600	\$55,000	\$25,400	53.8%
502111 - ZONING & SPEC USE PERMIT	\$2,550	\$8,500	\$5,950	30.0%
502114 - RENTAL PROPERTY REGISTRATION	\$36,545	\$50,000	\$13,455	73.1%
502120 - ALARM PERMITS	\$14,382	\$50,000	\$35,618	28.8%
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	\$469,797	\$1,395,050	\$925,253	33.7%
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	\$91,466	\$350,000	\$258,534	26.1%
503102 - COURT RELATED FEES	\$19,768	\$110,000	\$90,232	18.0%
503103 - SCHOOL CROSSING FEES	\$1,289	\$3,000	\$1,711	43.0%
503201 - LIBRARY FINES	\$1,520	(\$0)	(\$1,520)	
503301 - FALSE ALARM FINES	\$5,370	\$10,000	\$4,630	53.7%
509609 - RETURN CHECK FEES	\$70	\$230	\$160	30.4%
53 - FINES & FEES Total	\$119,483	\$476,730	\$357,247	25.1%
54 - INTERGOVERNMENTAL				
504102 - DISD SCHOOL CROSSING GUARDS	(\$0)	\$35,000	\$35,000	0.0%
504103 - DALLAS COUNTY CROSSING GUARD	\$13,728	\$40,000	\$26,272	34.3%
504109 - REIMB FOR REG EMERG MANAGER	(\$0)	\$90,000	\$90,000	0.0%
54 - INTERGOVERNMENTAL Total	\$13,728	\$165,000	\$151,272	8.3%
55 - INTEREST				
505101 - INTEREST ON GOVT POOL INVEST	\$486	\$10,000	\$9,514	4.9%
505103 - CERT OF DEPOSIT INTEREST	\$14,279	\$80,000	\$65,721	17.8%
505105 - NANCE BOOK LEGACY INTEREST	(\$0)	(\$0)	(\$0)	
505106 - MONEY MARKET INTEREST	\$11,506	\$60,000	\$48,494	19.2%
55 - INTEREST Total	\$26,272	\$150,000	\$123,728	17.5%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF FEBRUARY 28, 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	\$86,650	\$300,000	\$213,350	28.9%
501303 - FRANCHISE FEE TELEPHONE	\$23,043	\$110,000	\$86,957	20.9%
501304 - FRANCHISE FEE CABLE TV	\$44,888	\$150,000	\$105,112	29.9%
501306 - FRANCHISE VIDEO SERV	(\$0)	(\$0)	(\$0)	
56 - FRANCHISE FEE REV Total	\$396,567	\$1,710,000	\$1,313,433	23.2%
57 - CHARGES FOR SERVICES				
507102 - RECREATION FEES	\$68,355	\$250,000	\$181,645	27.3%
507104 - SENIOR CENTER ANNUAL USER FEE	\$843	\$5,000	\$4,158	16.9%
507106 - RECREATION CENTER CAMPS	\$200	(\$0)	(\$200)	
507107 - RECREATION CENTER CLASSES	\$7,519	\$8,000	\$481	94.0%
507108 - RECREATION CENTER SPECIAL EVEN	\$9,410	\$8,000	(\$1,410)	117.6%
507109 - SENIOR CLASS/TRIPS	\$810	\$4,000	\$3,190	20.3%
57 - CHARGES FOR SERVICES Total	\$87,137	\$275,000	\$187,863	31.7%
58 - TRANS FROM OTHR FUND				
801101 - TRANSF IN GENERAL FUND	(\$0)	(\$0)	(\$0)	
801102 - TRANSF IN UTILITY FUND WATER	\$755,365	\$1,812,874	\$1,057,509	41.7%
801104 - TRANSF IN UTIL FUND SANITATION	\$80,125	\$192,297	\$112,172	41.7%
801108 - TRANSF IN EDC SALES TAX	\$46,275	\$111,070	\$64,795	41.7%
801110 - TRANSF IN HOTEL TAX FUND	\$22,955	\$55,091	\$32,136	41.7%
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	\$226,610	\$543,862	\$317,252	41.7%
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	\$1,131,330	\$2,715,194	\$1,583,864	41.7%
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	\$109,941	\$100,000	(\$9,941)	109.9%
509602 - CASH OVER AND SHORT	(\$5,917)	(\$0)	\$5,917	
509603 - COPIES	\$4,510	\$8,000	\$3,490	56.4%
509604 - POLICE ACCIDENT REPORTS	\$1,237	\$3,500	\$2,263	35.3%
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	\$18,071	\$58,000	\$39,929	31.2%
509613 - WORKERS COMP REIMBURSEMENT	\$34,083	\$20,000	(\$14,083)	170.4%
509614 - RENTAL OF TOWER	\$68,906	\$194,000	\$125,094	35.5%
509617 - LEASE INCOME	(\$0)	(\$0)	(\$0)	

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF FEBRUARY 28, 2022

REVENUES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
509618 - GAS WELL OIL REVENUE	\$4,252	\$3,000	(\$1,252)	141.7%
516200 - OTHER CONTRIBUTIONS	(\$0)	(\$0)	(\$0)	
518100 - STREET MAINTENANCE FEE	(\$0)	(\$0)	(\$0)	
59 - OTHER SOURCES Total	\$236,547	\$394,600	\$158,053	59.9%
Total Revenues	\$22,409,108	\$34,309,933	\$11,900,825	65.3%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV- FEBRUARY 28, 2022

OPERATING EXPENDITURES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0101 - GENERAL GOVERNMENT				
01011000 - MAYOR AND COUNCIL	(\$81,863)	(\$142,524)	(\$47,932)	57.4%
01011100 - CITY ADMINISTRATION	(\$264,656)	(\$673,594)	(\$407,768)	39.3%
01011200 - CITY SECRETARY	(\$76,304)	(\$313,234)	(\$235,061)	24.4%
01011300 - HUMAN RESOURCES	(\$126,905)	(\$401,190)	(\$273,331)	31.6%
01011400 - INFO TECHNOLOGY	(\$367,395)	(\$955,500)	(\$508,571)	38.5%
01011500 - PUBLIC INFORMATION OFFICE	(\$81,329)	(\$166,055)	(\$77,793)	49.0%
01011600 - PUBLIC LIBRARY	(\$348,084)	(\$949,790)	(\$547,006)	36.6%
0101 - GENERAL GOVERNMENT Total	(\$1,346,536)	(\$3,601,888)	(\$2,097,462)	37.4%
0102 - FINANCIAL SERVICES				
01022000 - FINANCE ADMINISTRATION	(\$264,936)	(\$596,639)	(\$242,184)	44.4%
01022300 - MUNICIPAL COURT	(\$153,623)	(\$478,658)	(\$239,979)	32.1%
01022500 - PURCHASING	(\$55,231)	(\$143,878)	(\$88,202)	38.4%
01022700 - CITY MARSHAL	(\$32,963)	(\$96,088)	(\$62,345)	34.3%
0102 - FINANCIAL SERVICES Total	(\$506,752)	(\$1,315,263)	(\$632,710)	38.5%
0104 - PARK AND RECREATION				
01044000 - PARK & REC ADMINISTRATION	(\$112,352)	(\$265,878)	(\$152,605)	42.3%
01044100 - REC PROGRAM ADMIN	(\$137,216)	(\$399,011)	(\$258,636)	34.4%
01044101 - REC PROGRAM CLASSES	(\$1,778)	(\$5,682)	(\$3,904)	31.3%
01044102 - REC PROGRAM CAMPS	(\$0)	(\$0)	(\$0)	
01044200 - SPECIAL EVENTS ADMIN	(\$55,078)	(\$222,463)	(\$135,155)	24.8%
01044300 - ATHLETIC PROGRAMMING	(\$118,371)	(\$393,142)	(\$232,459)	30.1%
01044500 - HORTICULTURE	(\$54,998)	(\$179,926)	(\$121,928)	30.6%
01044600 - PARK GROUNDS MAINTENANCE	(\$307,309)	(\$1,448,375)	(\$943,233)	21.2%
01044800 - BUILDING MAINTENANCE	(\$283,640)	(\$897,750)	(\$527,093)	31.6%
01044900 - SENIOR CENTER	(\$67,027)	(\$200,760)	(\$131,965)	33.4%
01044901 - SENIOR CENTER CLASSES	(\$604)	(\$4,600)	(\$3,996)	13.1%
01044911 - SENIOR CENTER TRIPS	(\$0)	(\$600)	(\$600)	0.0%
0104 - PARK AND RECREATION Total	(\$1,138,373)	(\$4,018,187)	(\$2,511,574)	28.3%
0105 - POLICE				
01055000 - POLICE ADMINISTRATION	(\$619,815)	(\$1,970,056)	(\$343,894)	31.5%
01055100 - PATROL	(\$1,789,291)	(\$5,027,401)	(\$3,183,898)	35.6%
01055200 - CRIMINAL INVESTIGATION	(\$616,016)	(\$1,541,763)	(\$910,670)	40.0%
01055300 - ANIMAL CONTROL	(\$199,587)	(\$490,157)	(\$89,780)	40.7%
01055400 - SCHOOL GUARDS	(\$34,023)	(\$85,233)	(\$51,209)	39.9%
01055500 - CRIME PREVENTION	(\$58,005)	(\$156,189)	(\$95,813)	37.1%
01055700 - RECORDS	(\$109,303)	(\$348,265)	(\$233,943)	31.4%
01055800 - DETENTION SERVICES	(\$0)	(\$0)	(\$0)	
01055900 - POLICE SPECIAL SERVICES	(\$167,124)	(\$562,294)	(\$393,590)	29.7%
0105 - POLICE Total	(\$3,593,164)	(\$10,181,357)	(\$5,302,798)	35.3%
0106 - PUBLIC WORKS				
01066000 - ENGINEERING	(\$144,232)	(\$391,722)	(\$245,138)	36.8%
01066100 - BUILDING INSPECTION	(\$201,974)	(\$536,261)	(\$326,168)	37.7%
01066200 - STREET MAINTENANCE	(\$517,710)	(\$3,596,110)	(\$2,951,956)	14.4%
01066300 - TRAFFIC OPERATIONS	(\$162,790)	(\$980,759)	(\$440,968)	16.6%
01066400 - PLANNING	(\$3,814)	(\$0)	\$3,814	
01066500 - CODE SERVICES	(\$7,703)	(\$0)	\$10,453	
01066700 - EQUIPMENT SERVICES	(\$297,679)	(\$1,127,605)	(\$634,054)	26.4%
0106 - PUBLIC WORKS Total	(\$1,335,901)	(\$6,632,457)	(\$4,584,017)	20.1%

Attachment 1

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV- FEBRUARY 28, 2022

OPERATING EXPENDITURES	2022 FYTD ACTUALS	BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0107 - FIRE				
01077000 - FIRE ADMINISTRATION	(\$294,563)	(\$660,907)	(\$341,839)	44.6%
01077100 - FIRE PREVENTION	(\$95,780)	(\$338,593)	(\$238,948)	28.3%
01077200 - FIRE SUPPRESSION	(\$1,689,658)	(\$4,425,649)	(\$2,686,571)	38.2%
01077300 - ADVANCED LIFE SUPPORT	(\$653,349)	(\$1,817,819)	(\$1,082,452)	35.9%
01077500 - EMERGENCY MANAGEMENT ADMIN	(\$48,484)	(\$133,390)	(\$83,977)	36.3%
0107 - FIRE Total	(\$2,781,835)	(\$7,376,358)	(\$4,433,787)	37.7%
0108 - NON DEPARTMENTAL				
01088000 - GENERAL NON DEPARTMENTAL	(\$196,466)	(\$466,500)	(\$215,621)	42.1%
0108 - NON DEPARTMENTAL Total	(\$196,466)	(\$466,500)	(\$215,621)	42.1%
0000 - OTHER				
001 - GENERAL FUND	(\$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	(\$140,225)	(\$424,896)	(\$281,271)	33.0%
0103 - NEIGHBORHOOD SVCS Total	(\$140,225)	(\$424,896)	(\$281,271)	33.0%
1206 - PLANNING				
12066400 - PLANNING	(\$65,281)	(\$200,578)	(\$135,158)	32.5%
1206 - PLANNING Total	(\$65,281)	(\$200,578)	(\$135,158)	32.5%
Total Operating Expenditures	(\$12,300,661)	(\$36,884,115)	(\$21,664,900)	33.3%

Attachment 1

CITY OF DUNCANVILLE

**USE OF GENERAL FUND BALANCE EXPENDITURES AS OF
FEBRUARY 28, 2022**

EXPENDITURES	2022 FYTD		% OF ANNUAL BUDGET YTD
	ACTUALS	BUDGET	
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)

Attachment 1



PROPERTY TAX COLLECTIONS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

Attachment 1

CITY OF DUNCANVILLE Property Tax Collections Report February 01 - 28, 2022					
	Report Name	Base Tax Levy	Penalty & Interest	Collection Fees	Total
Collections:					
Payments Received	AC003P	\$3,387,284.06	\$22,777.23	\$5,414.79	\$3,415,476.08
Adjustments to Collections:					
Refunds/Levy Corrections	AC003A	(\$10,970.41)	(\$0.06)	\$0.00	(\$10,970.47)
Return Check Items	AC003A	(\$10,596.03)	\$0.00	\$0.00	(\$10,596.03)
Transfers/Reversals	AC003A	(\$66,905.44)	(\$1,173.31)	(\$154.78)	(\$68,233.53)
Total Adjustments to Collections	AC003A	(\$88,471.88)	(\$1,173.37)	(\$154.78)	(\$89,800.03)
Maintenance & Operations	AC002A	\$3,088,437.43	\$20,136.74	\$5,260.01	\$3,113,834.18
Interest & Sinking	AC002A	\$210,374.75	\$1,467.12	\$0.00	\$211,841.87
Net Collections	AC002A	\$3,298,812.18	\$21,603.86	\$5,260.01	\$3,325,676.05
Transferred Refund from Escrow	AC002A	\$0.00			\$0.00
Rendition Penalty	AC006A	(\$137.00)			(\$137.00)
Collections Fee		\$0.00			\$0.00
Total Miscellaneous Items		(\$137.00)			(\$137.00)
M&O Net Payment to Entity		\$3,088,300.43	\$20,136.74		\$3,108,437.17
I&S Net Payment to Entity		\$210,374.75	\$1,467.12		\$211,841.87
Total Net Payment to Entity		\$3,298,675.18	\$21,603.86		\$3,320,279.04
Net Adjustment to Levy	AR006A	(\$10,776.67)			
Current Year Collection Percentage Based on Monthly Collections:				94.75%	

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 *ar*

Sworn and subscribed before me, this 10 day of March, 2022.

Attachment 1



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	1,207,624.54	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		2,963,728.89	11,708,115.19	10,273,993.66	10,651,328.72	10,788,025.11	9,946,871.06

Attachment 1

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	905,718.41	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		2,222,796.67	8,781,086.39	7,705,495.25	7,988,496.54	8,091,018.83	7,460,153.30

Attachment 1

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	301,906.14	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		740,932.22	2,927,028.80	2,568,498.42	2,662,832.18	2,697,006.28	2,486,717.77
Check Fig. vs. TOTAL		2,963,728.89	11,708,115.19	10,273,993.66	10,651,328.72	10,788,025.11	9,946,871.06

Attachment 1



WATER/SEWER UTILITY FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

Attachment 1

CITY OF DUNCANVILLE

UTILITY OPERATING FUND- 002 AS OF FEBRUARY 28, 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	\$350	\$4,650	7.0%	\$2,520	50.40%
54 - INTERGOVERNMENTAL	\$600	(\$0)	\$600	0.0%	\$0	0.00%
55 - INTEREST	\$32,000	\$7,367	\$24,633	23.0%	\$18,740	15.62%
57 - CHARGES FOR SERVICES	\$17,953,946	\$5,867,313	\$12,086,633	32.7%	\$5,872,290	32.51%
59 - OTHER SOURCES	\$34,550	\$26,700	\$7,850	77.3%	\$7,745	22.45%
Revenue Total	\$18,026,096	\$5,901,731	\$12,124,365	32.7%	\$5,901,295	32.38%
Expense						
60 - SALARY AND BENEFIT	(\$2,300,829)	(\$727,833)	(\$1,572,996)	31.6%	(\$757,840)	35.82%
72 - SUPPLIES	(\$475,800)	(\$91,074)	(\$384,726)	19.1%	(\$120,292)	21.54%
73 - CONTRACT & PROF SVCS	(\$9,384,966)	(\$4,053,175)	(\$5,331,792)	43.2%	(\$3,076,586)	35.51%
74 - MAINT & REPAIR SVCS	(\$338,385)	(\$115,734)	(\$222,651)	34.2%	(\$83,928)	22.80%
75 - UTILITIES	(\$167,112)	(\$33,864)	(\$133,248)	20.3%	(\$59,652)	39.82%
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)	(\$1,553,115)	(\$5,974,368)	20.6%	(\$3,087,170)	41.67%
79 - OTHR EXP/FINANCE USE	(\$19,085)	(\$2,866)	(\$16,219)	15.0%	(\$1,586)	8.11%
Expense Total	(\$20,235,028)	(\$6,577,660)	(\$13,657,368)	32.5%	(\$7,187,056)	37.23%
Revenues Over/(Under) Exp.	(\$2,208,932)	(\$675,929)	(\$1,533,003)		(\$1,285,761)	
BEGINNING FUND BALANCE (Unaudited)	\$13,787,991	\$13,787,991				
ENDING FUND BALANCE	\$11,579,059	\$13,112,062				
FUND BALANCE RESERVE REQUIREMENT POLICY						
% of Fund Balance To Exp. Ratio	57.2%	199.3%				
# of Days Coverage	209	728				

Attachment 1

CITY OF DUNCANVILLE

UTILITY CIP FUND-017 AS OF FEBRUARY 28, 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%	\$85	3.6%
58 - TRANS FROM OTHR FUND	\$5,000,000	\$500,000	\$4,500,000	10.0%	\$2,083,333	41.7%
Revenue Total	\$5,000,500	\$500,000	\$4,500,500	10.0%	\$2,083,419	41.6%
Expense						
73 - CONTRACT & PROF SVCS	(\$206,876)	(\$27,455)	(\$179,421)	13.3%	(\$14,469)	3.1%
76 - CAPITAL OUTLAY	(\$8,127,523)	(\$825,862)	(\$7,301,661)	10.2%	(\$369,614)	4.0%
Expense Total	(\$8,334,398)	(\$853,317)	(\$7,481,082)	10.2%	(\$384,083)	4.0%
Revenues Over/(Under) Exp.	(\$3,333,898)	(\$353,317)	(\$2,980,582)		\$1,699,336	
BEGINNING FUND BALANCE (Unaudited)	(\$143,641)	(\$143,641)				
ENDING FUND BALANCE	(\$3,477,539)	(\$496,958)				

Attachment 1



OTHER MAJOR FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

Attachment 1

CITY OF DUNCANVILLE

ECONOMIC DEVELOPMENT FUND-012 AS OF FEBRUARY 28, 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	\$747,425	\$2,031,749	26.9%	677,244	27.78%
55 - INTEREST	\$2,000	(\$0)	\$2,000	0.0%	296	1.48%
59 - OTHER SOURCES	(\$0)	(\$0)	(\$0)		0	0.00%
Revenue Total	\$2,781,174	\$747,425	\$2,033,749	26.9%	677,541	27.56%
Expense						
60 - SALARY AND BENEFIT	(\$395,007)	(\$123,539)	(\$271,467)	31.3%	(62,161)	24.69%
72 - SUPPLIES	(\$63,748)	(\$34,492)	(\$26,556)	54.1%	(5,220)	13.03%
73 - CONTRACT & PROF SVCS	(\$224,970)	(\$10,887)	(\$199,200)	4.8%	(193,467)	68.18%
74 - MAINT & REPAIR SVCS	(\$67,600)	(\$2,636)	(\$29,673)	3.9%	(9,812)	14.51%
75 - UTILITIES	(\$21,604)	(\$5,310)	(\$16,000)	24.6%	(3,090)	13.72%
76 - CAPITAL OUTLAY	(\$77,000)	(\$20,524)	(\$31,476)	26.7%	0	0.00%
77 - DEBT SERVICES	(\$0)	(\$0)	(\$0)		487,546	-99.84%
78 - TRANS TO OTHR FUNDS	(\$653,336)	(\$47,850)	(\$605,486)	7.3%	(546,266)	86.57%
79 - OTHR EXP/FINANCE USE	(\$327,617)	(\$7,973)	(\$319,644)	2.4%	(576)	0.21%
Expense Total	(\$1,830,881)	(\$253,210)	(\$1,499,502)	13.8%	(1,308,137)	63.45%
Revenues Over/(Under) Exp.	\$950,293	\$494,215	\$534,247	52.0%	\$630,596	

BEGINNING FUND BALANCE (Unaudited)	\$4,309,751	\$4,309,751
ENDING FUND BALANCE	\$5,260,044	\$4,803,966

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

BEGINNING FUND BALANCE		
<i>(Unaudited)</i>	(\$1,696,789)	(\$1,696,789)
ENDING FUND BALANCE	(\$1,695,018)	(\$1,668,095)

Attachment 1



ALL OTHER FUNDS

MONTHLY FINANCIAL REPORT

Prepared by
FINANCIAL SERVICES DEPARTMENT

Attachment 1

SPECIAL REVENUE FUNDS AS OF FEBRUARY 28, 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	\$194,840	\$468,629	\$273,789	41.58%	
	Expense	(\$488,917)	(\$551,200)	(\$62,283)	90.88%	
	008 - COMPREHENSIVE SELF INSURANCE Total	(\$294,077)	(\$82,571)			\$468,848
\$3,010,514	010 - HOTEL TAX FUND					
	Revenue	\$307,563	\$734,550	\$426,987	41.87%	
	Expense	(\$92,335)	(\$739,821)	(\$647,486)	13.05%	
	010 - HOTEL TAX FUND Total	\$215,227	(\$5,271)			\$3,225,741
\$306,889	013 - GRANT & DONATIONS FUND					
	Revenue	\$62,585	(\$0)	(\$62,585)		
	Expense	(\$98,316)	(\$352,160)	(\$81,446)	35.93%	
	013 - GRANT & DONATIONS FUND Total	(\$35,731)	(\$352,160)			\$271,158
\$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	(\$12,262)	(\$79,248)	(\$39,699)	19.25%	
	051 - STATE ASSET FORFEITURE FUND Total	(\$12,262)	(\$73,748)			\$122,305

Attachment 1

SPECIAL REVENUE FUNDS AS OF FEBRUARY 28, 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	\$80	\$30,000	\$29,920	0.27%	
	Expense	(\$72,284)	(\$94,136)	(\$21,852)	76.79%	
	052 - FEDERAL ASSET FORFEITURE FUND Total	(\$72,204)	(\$64,136)	\$8,068	112.58%	\$65,915
\$47,418	225 - COURT SECURITY FUND					
	Revenue	\$3,317	\$12,000	\$8,683	31.77%	
	Expense	(\$0)	(\$30,366)	(\$30,366)	0.00%	
	225 - COURT SECURITY FUND Total	\$3,317	(\$18,366)			\$50,735
\$286,941	230 - JUVENILE CASE MANAGER FUND					
	Revenue	\$3,616	\$19,500	\$15,884	21.38%	
	Expense	(\$9,416)	(\$26,109)	(\$16,693)	46.61%	
	230 - JUVENILE CASE MANAGER FUND Total	(\$5,800)	(\$6,609)			\$281,141
\$35,002	235 - COURT TECHNOLOGY					
	Revenue	\$2,874	\$12,000	\$9,126	27.61%	
	Expense	(\$0)	(\$970)	(\$970)	0.00%	
	235 - COURT TECHNOLOGY Total	\$2,874	\$11,030			\$37,876
(\$139,079)	757 - EMERGENCY/ DISASTER RELIEF					
	Revenue	(\$0)	(\$0)	(\$0)		
	Expense	(\$68,060)	(\$0)	\$68,060		
	757 - EMERGENCY/ DISASTER RELIEF Total	(\$68,060)	(\$0)			(\$207,139)
\$4,801,199	758 - AMERICAN RESCUE PLAN					
	Revenue	\$2,793	(\$0)	(\$2,793)		
	Expense	(\$579,388)	(\$2,415,000)	(\$1,835,612)	24.09%	
	758 - AMERICAN RESCUE PLAN Total	(\$576,594)	(\$2,415,000)			\$4,224,605

Attachment 1

DEBT SERVICE AND CAPITAL PROJECT/REPLACEMENT FUNDS AS OF FEBRUARY 28, 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	\$1,198,210	\$1,410,657	\$212,447	86.28%	
	Expense	(\$1,127,816)	(\$1,482,357)	(\$354,541)	76.08%	
	005 - DEBT SERVICE FUND Total	\$70,394	(\$71,700)			\$1,455,869
\$2,022,790	016 - FLEET REPLACEMENT FUND					
	Revenue	\$372,081	\$893,709	\$521,628	41.63%	
	Expense	(\$4,220)	(\$2,161,838)	(\$2,045,768)	5.37%	
	016 - FLEET REPLACEMENT FUND Total	\$367,861	(\$1,268,129)			\$2,390,651
\$439,266	020 - STREET CONSTRUCTION CIP					
	Revenue	(\$0)	\$1,471,000	\$1,471,000	0.00%	
	Expense	(\$35,299)	(\$1,001,737)	(\$915,508)	4.15%	
	020 - STREET CONSTRUCTION CIP Total	(\$35,299)	\$469,263			\$403,967
\$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	\$14,962	\$100,000	\$85,038	16.93%	
	Expense	(\$527,214)	(\$10,439,101)	(\$7,468,353)	7.91%	
	026 - CAPITAL PROJECTS CONSTRUCTION Total	(\$512,252)	(\$10,339,101)			\$19,259,296

Attachment 1

DEBT SERVICE AND CAPITAL PROJECT/REPLACEMENT FUNDS AS OF FEBRUARY 28, 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	\$63,340	\$152,033	\$88,693	41.66%	
	Expense	(\$188,382)	(\$129,800)	\$79,747	155.14%	
	032 - INFO TECH REPLACEMENT FUND Total	(\$125,042)	\$22,233			(\$19,244)

Attachment 1

OTHER ENTERPRISE FUNDS AS OF FEBRUARY 28, 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	\$408,062	\$841,000	\$432,938	53.28%	
	Expense	(\$148,676)	(\$1,933,214)	(\$1,699,839)	8.46%	
	015 - DRAINAGE FUND Total	\$259,385	(\$1,092,214)			\$1,392,752
\$854,277	019 - SANITATION FUND					
	Revenue	\$1,413,767	\$4,168,500	\$2,754,733	41.12%	
	Expense	(\$1,440,816)	(\$4,487,839)	(\$598,667)	33.46%	
	019 - SANITATION FUND Total	(\$27,049)	(\$319,339)			\$827,228

Attachment 1



END OF REPORT

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

edena.atmore@duncanville.com or 972-780-5005.

Prepared by
FINANCIAL SERVICES DEPARTMENT