Duncanville City Council Meeting Agenda

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

Tuesday, June 18, 2024
6:00 P.M. - Work Session/Briefing
7:00 P.M. - Regular Session
or immediately following the 6:00 pm Work Session/Briefing

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

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

Pursuant to Texas Government Code 551.127, one or more members of the governing body may appear via videoconference call. The presiding officer and a quorum of the City Council will be physically present at the above stated location.

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 at the direction and agreement of the Mayor and Council.

This is an open meeting conducted in-person and will be broadcast by website and social media channels.

To view the live meeting or previous meetings click on the link below.
https://duncanvilletx.new.swagit.com/views/454/

To submit a comment via email the following information is required:

- Submit a comment by 4:00 p.m. on Tuesday, June 18, 2024.
- Email city.secretary@duncanvilletx.gov
- Email title: Public Comment – Tuesday, June 18, 2024
- First Name, Last Name, and Address

Page

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

A. Council to receive a briefing from Peachtree Recovery Services on third party property damage claims, and the opportunity to recover lost revenue from damage to city property from auto accidents. — 6 - 24

Briefing on Property Damage Revenue Recovery (Peachtree)

B. Receive a briefing from the Texas Municipal Retirement System. — 25 - 39

Briefing on Texas Municipal Retirement System

C. Receive a briefing on the preliminary FY 2025 Proposed Budget. — 40 - 44

Briefing on Preliminary FY 2025 Proposed Budget

D. Review Boards and Commission applications received and updates — 52 - 102

Boards and Commissions Update
B_C List
B & C Board Summaries
Ordinance No 2454 - Boards and Commissions - Admin - repeal and replace
Reso No 2017-052 - Establishing the Neighborhood Vitality Commission

E. Council to hear a briefing on 4 Belmont Pl, a piece of property owned by the City of Duncanville with limited development potential. — 103 - 106

4 Belmont Place Briefing

F. Council to receive a briefing on the possible naming of the Duncanville Library as the "Anne and Mayor David Green Family Library". — 107 - 108

Briefing on naming of the library

G. Council to receive a briefing on the Duncanville Fieldhouse in regard to coordinating an updated strategic plan for the Fieldhouse. — 45 - 51

Duncanville Fieldhouse Strategic Plan Briefing

H. Council to receive a briefing on status of Lead Line Inventory as required by Lead and Copper Rule Revisions — 109 - 113

Council briefing on Lead Line Inventory

EXECUTIVE SESSION

1. City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic. — 114

Executive Session

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. OR IMMEDIATELY FOLLOWING THE 6:00 PM WORK SESSION/BRIEFING)

CALL TO ORDER
INVOCATION
PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

The Mayor's Report, the Councilmembers' Reports, and the City Manager's Report are informational only. There is no Council deliberation or action taken on any of these items.

A. Mayor's Report.

B. Councilmembers' Reports

C. City Manager's Report.

2. PROCLAMATIONS AND PRESENTATIONS

None

3. CITIZENS' INPUT

In-person citizen comments will be heard during the Regular Session. In keeping with the City Council's Rules of Procedure adopted on October 18, 2022, electronic mail comments will no longer be read aloud. Paper copies will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes.

"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.

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 June 4, 2024 City Council Regular Meeting. 115 - 121

City Council - 04 Jun 2024 - Minutes

B. Consider an Ordinance amending the FY 2023-24 budget by appropriating revenue and fund balance resources and amending expenditures for the Hotel/Motel and Duncanville Community and Economic Development Corporation (DCEDC) Funds. 122 - 129

FY 2024 Budget Amendment - Hotel/Motel and DCEDC

C. Consider a resolution authorizing the acceptance of a matching federal grant from the Department of Agriculture, Forest Service through the Texas A&M Forest Service Community Forestry Program. 130 - 140

Resolution to accept the Texas A&M and USDA Forest Service Municipal Forester Grant

D. Consider a Resolution approving the submittal of the FY2024 Community Development Block Grant (CDBG) Project/Activity Applications for CDBG funds with Dallas County. 141 - 159

FY2024 Community Development Block Grant Applications

E. Consider a Resolution authorizing a Cooperative Purchasing Agreement with Austin Asphalt, Inc. through Dallas County Invitation for Bid 2022-046-6961 for hot mix asphalt for a one-year term, with the option to renew for up to three additional one-year terms, in an estimated contract amount not to exceed $322,981.00 over the four years, subject to the exercise of a contract renewal and City Council appropriation. 160 - 169

Hot Mix Asphalt

F. Consider a Resolution awarding a bid and authorizing a Cooperative Purchasing Agreement with Insituform Technologies, LLC, through Buyboard Contract 730-24 for pipe bursting wastewater improvements for a one-year term with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $4,573,729.25 over the five years, subject to the exercise of a contract renewal and City Council appropriation. 170 - 204

FY24 Pipe Bursting

G. Consider a Resolution authorizing an agreement with Duke's Root Control, Inc. for annual sanitary sewer evaluation surveys and sewer line root removal treatment via sole-source procurement for a one-year term, with the option to renew for up to four additional one-year terms, for a total contract amount not to exceed $840,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation. 205 - 225

Duke's Root Control

H. Consider a Resolution authorizing the an amendment to Professional Services Agreement 21-3220011 with Burgess & Niple, Inc. for additional professional engineering services as part of the Ten Mile Creek Erosion Control Improvements Project in the amount of $7,150.00, authorizing an appropriation of $16,506.00 in additional funding to establish a project contingency for the execution of future change orders, equaling a combined amount of $23,656.00, not exceeding a total contract amount of $188,716.00. 226 - 233

Ten Mile Creek Erosion Control Improvements First Amendment and Contingency Authorization

I. Consider Amending the City of Duncanville Ordinance Chapter 16A - Sign Guidelines to exclude LED scoreboards from certain illuminated sign prohibitions. 234 - 241

Amend Ordinance 16A - Sign Guidelines

J. Consider approval of Resolution 2024-276 for a License Agreement with Youth Scoreboards, L.L.C. for video scoreboards at Harrington Park. 242 - 260

Youth Scoreboards License Agreement

K. Consider a Resolution approving a waiver to the DCEDC to allow for the possession, distribution, and consumption of beer and wine at such special event in accordance with Section 12.205 of the Code of Ordinances by approved vendor(s), providing for camping or overnight occupancy within Armstrong Park; providing for regulations and conditions for such use; providing for a waiver of applicable distance requirements under Section 12-201 of the Code of Ordinances. 261 - 270

Red, White, and BBQ Armstrong Code Ordinances Waiver

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

B. Appoint City Councilmembers to serve on the Audit Committee and discuss and consider private citizens' appointment to the Audit Committee, as well as designate a chairman for the committee. 271 - 277

Audit Committee Appointment

6. STAFF AND BOARD REPORTS

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 outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanvilletx.gov and said Notice was posted **by** the following date and time: **Thursday, June 13, 2024, by 6:00 P.M.** and remained posted for at least two hours after said meeting was convened.

Chiquita Taylor, 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 - 18 Jun 2024

TITLE:
Council to receive a briefing from Peachtree Recovery Services on third party property damage claims, and the opportunity to recover lost revenue from damage to city property from auto accidents.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Todd Rhoad, Peachtree

BACKGROUND/HISTORY:
Council to receive a briefing from Peachtree Recovery Services on third party property damage claims, and the opportunity to recover lost revenue from damage to city property from auto accidents. Peachtree provides claims management services with no cost other than a portion of the amount of money they are able to return to the City of Duncanville. Currently, public works files a claim, when possible, to try to recover costs; however, there is not a dedicated person or process to ensure the City of Duncanville taxpayers are receiving reimbursement from the involved vehicle's insurance carrier.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
N/A	N/A	N/A

ACTION ALTERNATIVES:

1. Other actions as directed by Council.

ATTACHMENTS:
Duncanville_Property Damage Recovery Services Presentation

Peachtree
RECOVERY SERVICES

A Georgia-based Corporation

Third Party Property Damage
Claims Management Service

PROPERTY DAMAGE CLAIMS
FROM AUTO ACCIDENTS

An untapped Source of Revenue

www.peachtreers.com

3rd Party Property Damage Claims

What are these claims?

- Third party claims are one of the most common type of auto insurance claim filed in the United States.
- Any time you file a car insurance claim against **someone else's insurance policy**, you are filing a third party claim.
- For the city of Duncanville, drivers damage city property almost every week. The city has a right to file a claim against the driver's insurance policy to recover funds for the damages, cleanup and repairs.
- Public property doesn't have a statute of limitations but PRS limits the investigations to the past ten years.

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Auto Accidents

What the issue?

- Since the pandemic, Duncanville has been experiencing increasing annual crash quantities, of which many damage city property or property the city maintains.
- These accidents are not caused by government employees.
- These damages are not covered under the city's self-insured policy.
- Almost half of these accidents are caused by people who **don't** live in your city (and don't contribute to your budget).
- The city may make the repairs, but who pays for it?
  - If claims aren't filed, the city must use its budget.
  - If claims are filed, then the responsible driver's insurance policy funds the damages, cleanup and repairs. Drivers are required by law to have this liability coverage.

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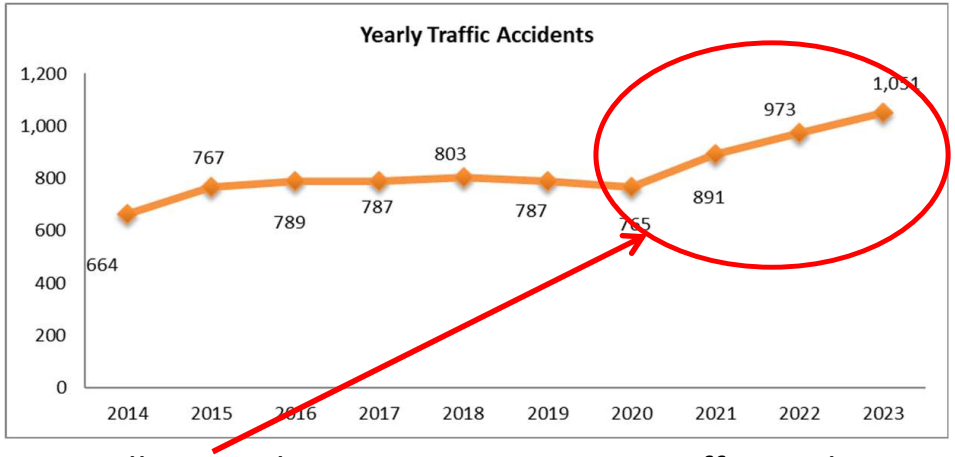
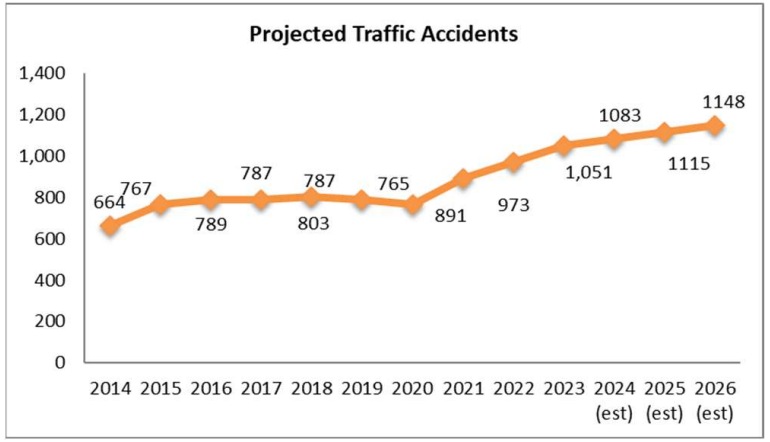
Auto Accidents





Typically, cities have seen increases in traffic crashes since the pandemic, which has been a return to pre-pandemic levels. Duncanville does not fit in this category.

	Statute Accidents - Sec. 16.061										3 Year Contract		
Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 (est)	2025 (est)	2026 (est)
Traffic Accidents	664	767	789	787	803	787	765	891	973	1051	1083	1115	1148
Damage Claims	100	115	118	118	120	118	115	134	146	158	162	167	172
Filed Claims	56	65	67	66	68	66	65	75	82	89	91	94	97
Paid Claims	42	49	50	50	51	50	49	57	62	67	69	71	73
Value of Claims	$ 45,645	$ 52,725	$ 54,237	$ 54,100	$ 55,200	$ 54,100	$ 52,588	$ 61,249	$ 66,886	$ 72,248	$ 74,415	$ 76,648	$ 78,947

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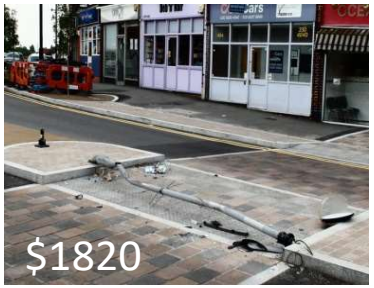
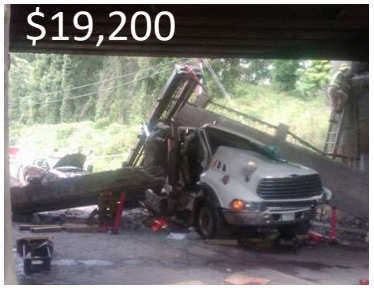
AUTO ACCIDENTS

- What kind of damage?
  - Intelligent Transportation Management System (ITMS) Facilities
  - Signs
  - Guardrails
  - Lighting
  - Signals
  - Pavement
  - Bridges
  - Drainage structures
  - Hazmat incidents
  - Trees
  - Parks & Athletic facilities
  - Other government property





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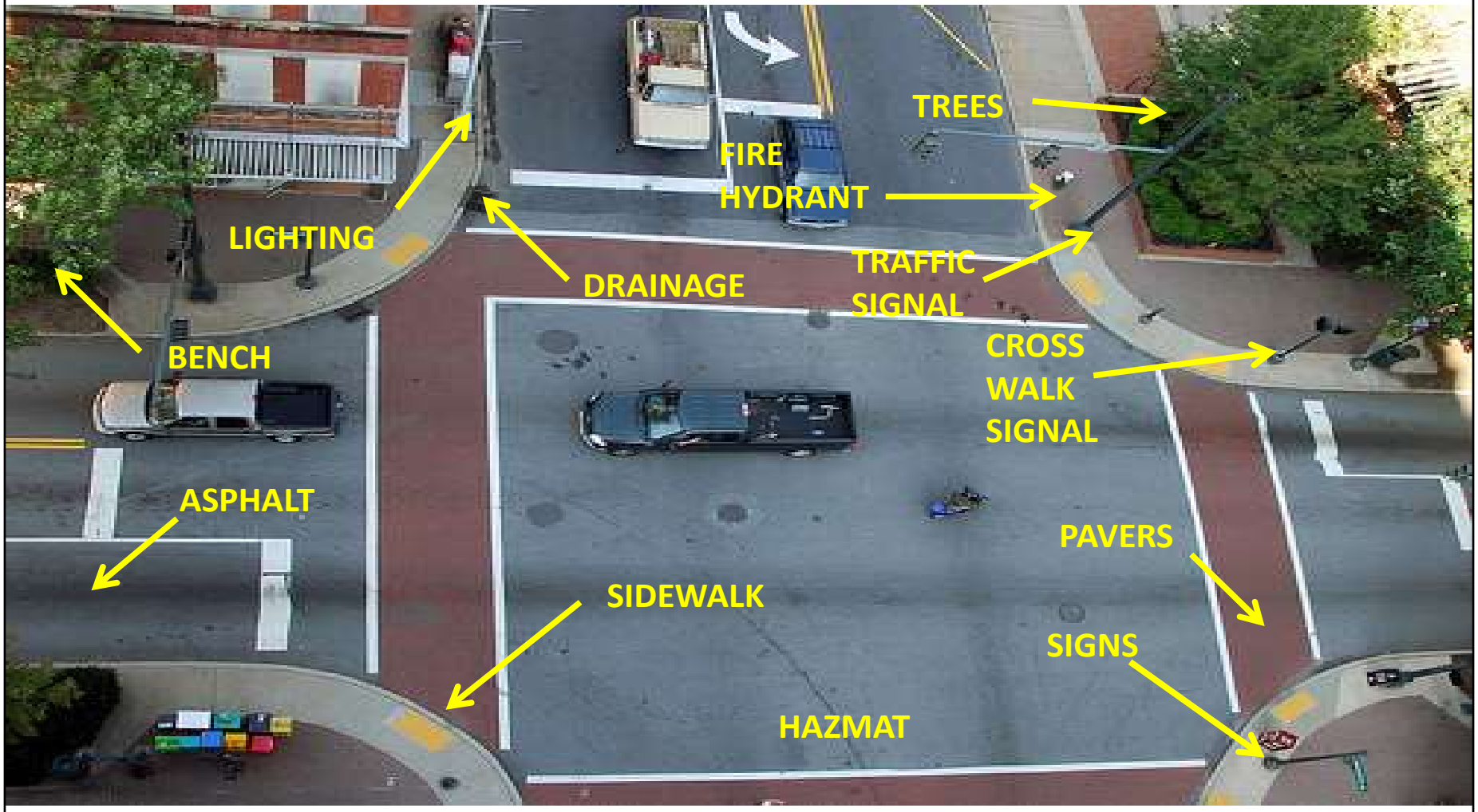
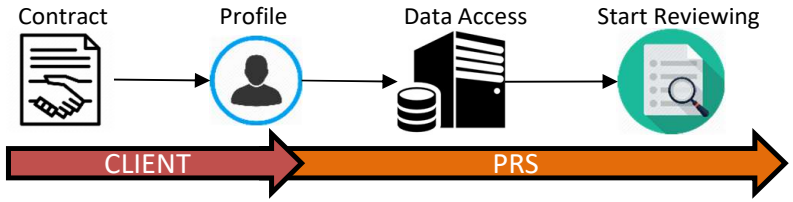
AUTO ACCIDENTS

Damages at a typical intersection



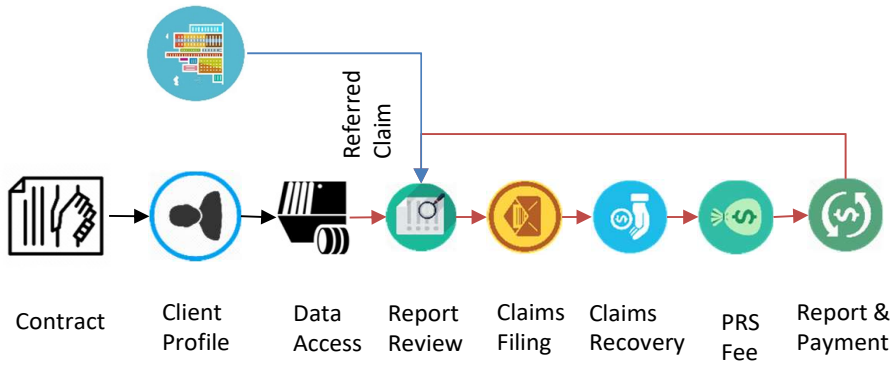
Process Startup

Our process begins very quickly and, within two (2) months, we are normally sending recoveries to you. The initiation process is shown below.



Process Flowchart

The following chart shows the flow of the process. The orange arrows show the work performed by PRS.



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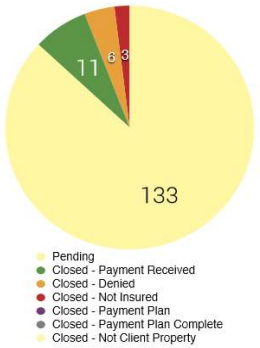
CLAIMS PROCESS (REPORTING)

Total Claim Volume	
Identified	153
Recovered	11
Not Recovered	9

Recovery Data	
Amount Recovered This Period	$15,304.77
Amount Due to Client This Period	13,009.05
Amount Paid to Client This Period	$2,565.05

Claim Status Chart:



Monthly Reports
Help You Reconcile
Your Monthly Payment

Monthly Payments
Follow Your
Your Monthly Report
and are sent Mid-
Month

Date of Accident	Police Report Number	PRS File #	Damaged Property	Claim Status	Amount of Damage Requested	Amount of Damage Recovered	% Recovered	Amount Due to Client	Number of Days to Recover
10/9/2014	141009000241	16-1002-01	Stop Sign with attached Divided Hwy Sign	Pending	$636.24		0.00%	$0.00	N/A
10/9/2014	141009000065	16-1002-02	Metal decorative light pole	Pending	$687.18		0.00%	$0.00	N/A
10/10/2014	141010000401	16-1002-03	Fire Hydrant	Pending	$2,727.89		0.00%	$0.00	N/A
10/13/2014	141013000497	16-1002-04	Concrete Median (large piece of concrete broken out of median)	Pending	$680.95		0.00%	$0.00	N/A
10/14/2014	141014000144	16-1002-05	City Sign	Closed - Payment Received	$584.22	$584.22	100.00%	$0.00	13
10/15/2014	141015000170	16-1002-06	Curb	Pending	$565.77		0.00%	$0.00	N/A
10/18/2014	141018000165	16-1002-07	bent stop sign post	Pending	$379.51		0.00%	$0.00	N/A

OUR SERVICE

- No upfront costs. In fact, we work on contingency. You never pay us.
- We take the risk. If you don't get paid, we don't get paid.
- We review all traffic accident reports to identify all potential claims, maximizing your return.
- We process more claims at a lower cost than you can do internally.
- We do all the work. We manage the whole process. Your team can work on other priorities.
- We send you a check each month with the recoveries and a report to use for your accounting.
- If you aren't happy, there's a clause that lets you out of the contract…with no cost.

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OUR CONTRACT

- Three (3) Year Contract. That's 3 current years and previous ten (10) years.
- PRS provides a statement of work to outline major activities provided.
- PRS assigns a Program Manager and dedicated team to support and manage the contract.
- Usually sole sourced in Texas. PRS can provide sole source justification.

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WHO WE ARE

Defined by our people

The quality of our people is the cornerstone of our ability to serve our clients. For this reason, we invest tremendous resources in identifying exceptional people, developing their skills, and creating an environment that fosters their growth as leaders.

32+ years	**25+** years	**26+** years	**25+** years
Managing Insurance Claims	Government Investigations	Government Contracts & Negotiations	Government Program Management

Powered by knowledge

Our work is founded on a rigorous understanding of our client's needs and insurance industry dynamics in a public sector environment. We study markets, trends, laws, and emerging best practices from across the nation. Our project teams contribute time and expertise to developing these insights to ensure successful recovery for our clients.

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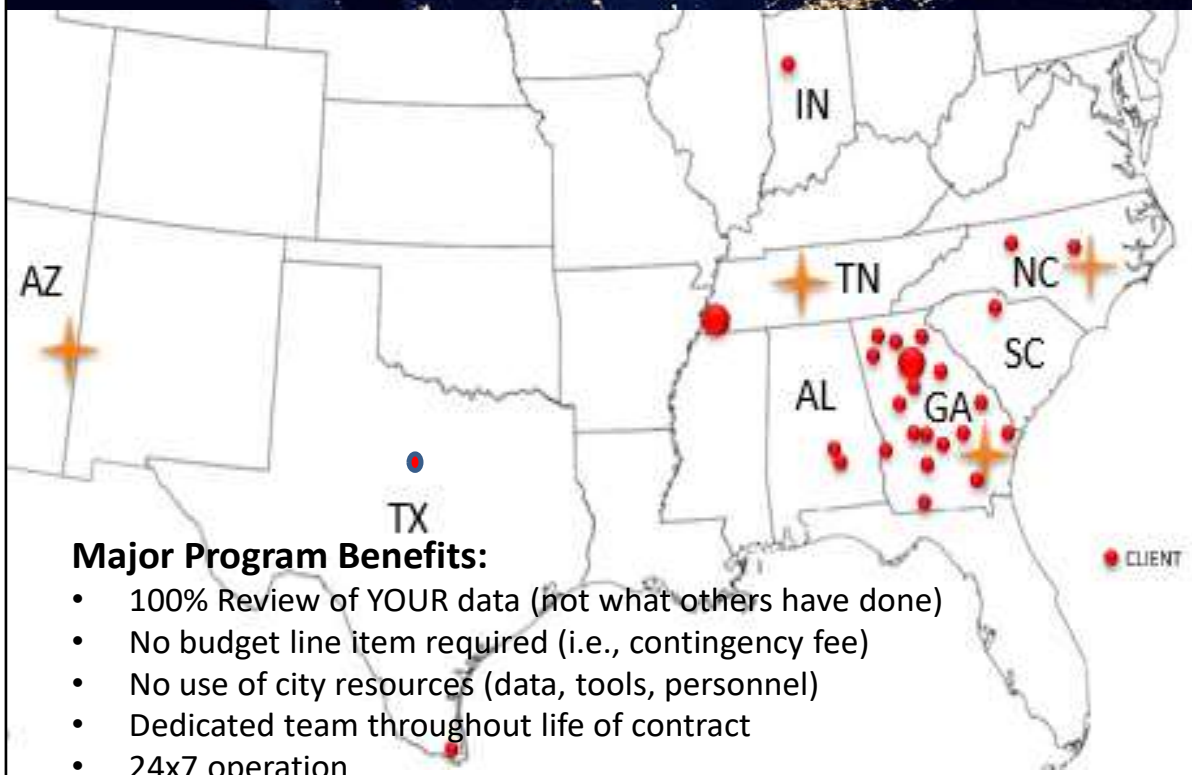
WHERE WE ARE



Major Program Benefits:

- 100% Review of YOUR data (not what others have done)
- No budget line item required (i.e., contingency fee)
- No use of city resources (data, tools, personnel)
- Dedicated team throughout life of contract
- 24x7 operation

- **Use 100% of your data to find problems**
- **Utilize technologies that don't interact with the public**
  - **Change behavior without them knowing it**
- **Apply constant effort to finding the problems and developing effective resolutions**
- **Constantly measure and monitor – cities are living organisms – things change!**

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FREQUENTLY ASKED QUESTIONS

Q How does PRS assess the damages?

A Through a review of the accident report and numerous sources, including news, websites and local services (e.g. wrecker, body shops)

Q How does PRS determine the client's assets?

A During process initiation, PRS profiles the client by identifying their assets (e.g. utilities) and roads maintained within their jurisdiction.

Q How does PRS determine cost of the repairs?

A PRS uses standard costs from authorities (e.g. DOT, FEMA) and PRS' database of previously paid claims. PRS' claims are audited every year by insurance companies.

Q Are there any fees the client must pay?

A No. The client never pays PRS for any portion of the service.

Q Can the client refer claims to PRS?

A Yes. The client can refer claims to PRS, including fleet and contractor damages.

Q What activities does PRS perform?

A PRS provides a well defined statement of work to illustrate tasks performed.

Q How long does PRS pursue a claim?

A Claims are closed after 12 months without payment or promise of payment.

Q Does PRS need to be aware of any claims filed by the client previously?

A No. PRS' process will file all claims found. If a claim has been previously paid, the insurance company will notify PRS.

Q How does PRS manage the contract?

A PRS utilizes its own stage-gate process to manage the contract from beginning to end. A single project manager serves as the single point of contact for the client. The project manager constantly tracks the performance of the claims process and presents results to management as outlined in stage gate schedule.

Q How are recoveries sent to the client?

A PRS sends a single check to the client monthly. The monthly report is used to reconcile the payment. The report is emailed at the beginning of the month and the payment follows mid-month.

Q What else can PRS support?

A PRS can also support 1st responder claims. See graphic below. Ask us for our ***Integrum Reporting*** flyer.

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ADDITIONAL SERVICES

Fleet Damages

Damages To City's Fleet

Avg value: $5424

How it works:

- City sends estimates, photos and salvage value
- PRS manages collection of info
- PRS processes the claim
- PRS remits money in same monthly payment
- PRS provides separate monthly report
- Options available:
  - Physical Damage
  - LOU and DV

FULL MANAGEMENT OF CLAIMS

PRS manages the claims process through receipt of payment from the insurance company. No contract changes required.

MONTHLY REPORTING

PRS provides a monthly report to identify all required documents for the claims, such as photos, damage estimates and salvage value.

CLAIM NOTIFICATION

Cities notify PRS when a city vehicle is damaged, providing as much information as possible. PRS initiates the claim and tracks it until closure.

MONTHLY PAYMENT

Fleet claim payments are combined with the normal monthly payment from PRS.

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ADDITIONAL SERVICES

Contractors

DAMAGES CAUSED BY CONTRACTORS

While the quantity of damages caused by contractors in any city is rather small, the costs can be considerable.

A contractor damaged the “Welcome to Macon Bibb County” sign, resulting in a recovery of over $17,000 for the city.

How it works:

- City identifies damages to PRS
- PRS opens claim with contractor
- City provides photos and estimates to PRS
- PRS processes the claim and returns funds as part of monthly payment
- Claims identified in normal monthly report

Peachtree RECOVERY SERVICES

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ADDITIONAL SERVICES

1st Responders

RECOVERING 1ST REPONDER COSTS FROM ACCIDENTS

Many cities have ordinances that offer the right to recover costs related to efforts expended by first responders, such as FIRE, EMS, DOT, etc.

How it works:

- Two methods:
  - Identify departments at scene on traffic accident report
    - PRS will include costs in claim
  - Each department can submit costs to PRS directly to include in claim
    - Identify accident report number
  - Payments and reporting follow normal protocol

Peachtree RECOVERY SERVICES

MONTHLY REVENUE. NO COST. NO EFFORT.

www.peachtreers.com

7778 McGinnis Ferry Rd, #306
Suwanee GA 30024
(678) 230-7594
todd.rhoad@peachtreers.com

ADDITIONAL SERVICES

Traffic Safety

These programs are data-driven services that analyze crash data to identify the worst areas, contributing factors and potential solutions that can be implemented quickly, easily and inexpensively.

CCR360

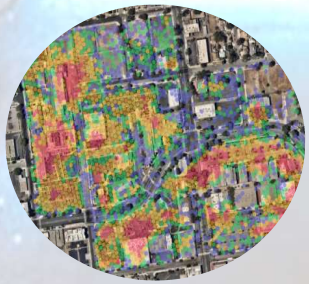
Crash Cost Recovery

Generate a monthly revenue stream from recovery of costs from damages to city assets from traffic accidents. We do all of the work and send the money to you. It's a great way to fund safety efforts.

CRASH360

Crash Safety

Identify where the hotspots for crashes occur that cause injuries, fatalities and incidents with pedestrians. Learn why the crashes happen and how to reduce them using our AIM process.



PED360

Pedestrian Safety

Profile your worst spots for pedestrian fatalities to learn the contributing factors, pedestrian behaviors and potential solutions through a review of years of crash data.

DRV180

Driver Distraction

Evaluate specific roadways to identify and measure the driver distractions. Roadways are profiled, measured and rated for their contribution to traffic crashes.

Peachtree
RECOVERY SERVICES

MONTHLY REVENUE. NO COST. NO EFFORT.

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STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Receive a briefing from the Texas Municipal Retirement System.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Jennifer Otey, Budget Administrator

BACKGROUND/HISTORY:
A representative from the Texas Municipal Retirement System will provide an overview presentation. The City Council approved an Ad Hoc benefit enhancement in the FY 2023-24 budget year. The representative will provide education to Council on the financial impact of the various benefit options and the City's current plan.

POLICY EXPLANATION:
The presentation is for informational purposes. No further action is proposed at this time.

FUNDING SOURCE:

ORG and Object Number
NA

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
NA

ATTACHMENTS:

2024 Plan Change Study_USC_COLA options_Demonstration Only
2025 COLA Report

TMRS Comparison of Alternate Benefit Design(s)

FOR CITIES

2024 Rates • Duncanville (00388)

Report Date - May 16, 2024

Plan Provisions	Current	Option 1	Option 2	Option 3
Deposit Rate	7.00%	7.00%	7.00%	7.00%
Matching Ratio	2 to 1	2 to 1	2 to 1	2 to 1
Updated Service Credit	0%	100% (Ad hoc)	100% (Repeating)	100% (Repeating)
Transfer USC *	No	No	No	No
COLA	0%	30% (Ad hoc)	30% (Repeating)	30% (Repeating)
Retroactive COLA	No	Yes	Yes	No
20 Year/Any Age Retirement	Yes	Yes	Yes	Yes
Vesting	5 years	5 years	5 years	5 years
Supplemental Death Benefit	None	None	None	None
Contribution Rates	**2024**	**2024**	**2024**	**2024**
Normal Cost Rate	5.19%	5.19%	8.29%	8.15%
Prior Service Rate	1.15%	4.85%	7.99%	6.72%
Retirement Rate	**6.34%**	**10.04%**	**16.28%**	**14.87%**
Supplemental Death Rate	0.00%	0.00%	0.00%	0.00%
Total Contribution Rate	**6.34%**	**10.04%**	**16.28%**	**14.87%**
Unfunded Actuarial Liability	$782,790	$6,947,189	$19,721,124	$16,207,510
Amortization Period	20 years	20 years	20 years	20 years
Funded Ratio	99.4%	94.6%	86.0%	88.2%

* As of the December 31, 2022 valuation date, there were 35 employees with service in other TMRS cities eligible for transfer USC.

TMRS Comparison of Alternate Benefit Design(s)

FOR CITIES

2024 Rates • Duncanville (00388)

Report Date - May 16, 2024

Plan Provisions	Current	Option 4
Deposit Rate	7.00%	7.00%
Matching Ratio	2 to 1	2 to 1
Updated Service Credit	0%	50% (Repeating)
Transfer USC *	No	No
COLA	0%	30% (Repeating)
Retroactive COLA	No	No
20 Year/Any Age Retirement	Yes	Yes
Vesting	5 years	5 years
Supplemental Death Benefit	None	None
Contribution Rates	**2024**	**2024**
Normal Cost Rate	5.19%	6.99%
Prior Service Rate	1.15%	5.29%
Retirement Rate	**6.34%**	**12.28%**
Supplemental Death Rate	0.00%	0.00%
Total Contribution Rate	**6.34%**	**12.28%**
Unfunded Actuarial Liability	$782,790	$12,240,428
Amortization Period	20 years	20 years
Funded Ratio	99.4%	90.8%

* As of the December 31, 2022 valuation date, there were 35 employees with service in other TMRS cities eligible for transfer USC.

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
12-1991	392.74	549.38	549.38	554.90	646.56	558.59	748.09	562.27
01-1993	2,034.65	2,718.53	2,743.75	2,745.87	3,216.48	2,764.09	3,689.21	2,782.32
04-1993	735.49	982.70	991.82	992.58	1,162.70	999.17	1,333.59	1,005.76
08-1995	451.60	584.72	593.73	590.60	688.48	594.52	783.23	598.44
06-1996	2,746.49	3,515.67	3,569.07	3,551.02	4,117.46	3,574.59	4,665.85	3,598.16
06-1996	885.46	1,133.44	1,150.66	1,144.84	1,327.46	1,152.44	1,504.26	1,160.04
07-1996	403.58	516.61	524.45	521.81	605.04	525.27	685.62	528.73
08-1996	2,803.78	3,589.00	3,643.52	3,625.09	4,203.35	3,649.15	4,763.18	3,673.22
12-1996	2,873.75	3,678.57	3,734.45	3,715.56	4,308.25	3,740.23	4,882.05	3,764.89
01-1997	2,253.87	2,843.05	2,885.46	2,871.64	3,306.52	2,890.70	3,727.59	2,909.76
01-1997	544.54	686.89	697.13	693.80	798.86	698.40	900.59	703.01
01-1997	1,818.09	2,293.35	2,327.57	2,316.41	2,667.22	2,331.79	3,006.87	2,347.16
01-1997	3,757.76	4,740.07	4,810.78	4,787.74	5,512.80	4,819.52	6,214.81	4,851.29
02-1997	1,347.77	1,700.09	1,725.45	1,717.19	1,977.24	1,728.58	2,229.02	1,739.98
03-1997	6,479.52	8,173.31	8,295.25	8,255.50	9,505.73	8,310.30	10,716.22	8,365.10
12-1997	1,795.81	2,265.25	2,299.04	2,288.03	2,634.53	2,303.22	2,970.02	2,318.40
01-1998	1,564.22	1,958.42	1,987.36	1,978.11	2,269.46	1,991.24	2,551.55	2,004.37
02-1998	2,381.80	2,982.04	3,026.11	3,012.03	3,455.65	3,032.02	3,885.19	3,052.01
03-1998	1,685.06	2,109.71	2,140.89	2,130.93	2,444.78	2,145.07	2,748.67	2,159.21
01-1999	1,333.69	1,658.11	1,682.40	1,674.78	1,914.87	1,685.90	2,147.35	1,697.02
03-1999	641.34	797.35	809.03	805.37	920.82	810.71	1,032.61	816.06
04-1999	2,268.98	2,820.92	2,862.23	2,849.29	3,257.74	2,868.20	3,653.24	2,887.11
04-1999	4,689.80	5,830.61	5,916.01	5,889.24	6,733.48	5,928.33	7,550.96	5,967.42
07-1999	171.13	212.76	215.87	214.90	245.70	216.33	275.53	217.75
08-1999	1,794.49	2,231.00	2,263.68	2,253.44	2,576.48	2,268.39	2,889.27	2,283.35

The Retro option uses TMRS' traditional COLA calculation based on the CPI changes retroactive to retirement date.
The Non-Retro option uses a COLA calculation based on the CPI changes during the year 12 months before the COLA is granted.

Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
12-1999	77.22	96.00	97.41	96.97	110.87	97.61	124.33	98.25
06-2000	662.42	814.15	825.89	822.34	934.88	827.80	1,043.86	833.25
07-2000	318.73	391.74	397.39	395.68	449.83	398.31	502.26	400.93
12-2000	3,459.11	4,251.41	4,312.77	4,294.17	4,881.87	4,322.67	5,450.97	4,351.17
03-2001	326.45	395.57	401.17	399.55	450.98	402.20	500.79	404.85
05-2001	1,952.98	2,366.46	2,399.96	2,390.26	2,697.95	2,406.12	2,995.94	2,421.99
01-2002	2,233.20	2,688.55	2,726.27	2,715.59	3,054.98	2,733.61	3,383.70	2,751.64
01-2002	1,262.45	1,519.86	1,541.19	1,535.14	1,727.01	1,545.33	1,912.84	1,555.52
02-2002	1,980.39	2,384.19	2,417.64	2,408.17	2,709.14	2,424.15	3,000.65	2,440.13
03-2002	2,035.00	2,449.94	2,484.31	2,474.58	2,783.85	2,491.00	3,083.39	2,507.43
04-2002	748.21	900.77	913.41	909.83	1,023.54	915.87	1,133.67	921.91
04-2002	1,837.47	2,212.13	2,243.17	2,234.38	2,513.63	2,249.21	2,784.10	2,264.04
05-2002	1,837.69	2,212.39	2,243.44	2,234.64	2,513.93	2,249.47	2,784.43	2,264.30
06-2002	556.90	670.45	679.86	677.19	761.83	681.69	843.80	686.18
08-2002	1,552.56	1,869.13	1,895.35	1,887.93	2,123.88	1,900.46	2,352.41	1,912.99
08-2002	1,067.70	1,285.40	1,303.44	1,298.33	1,460.60	1,306.94	1,617.76	1,315.56
09-2002	4,191.42	5,046.05	5,116.85	5,096.79	5,733.80	5,130.62	6,350.75	5,164.45
01-2003	2,432.12	2,899.58	2,939.70	2,928.74	3,278.09	2,948.18	3,616.48	2,967.62
07-2003	1,054.79	1,257.52	1,274.92	1,270.17	1,421.68	1,278.60	1,568.44	1,287.03
08-2003	1,743.75	2,078.90	2,107.67	2,099.81	2,350.28	2,113.74	2,592.90	2,127.68
01-2004	1,500.43	1,775.19	1,799.49	1,793.04	1,998.86	1,804.94	2,198.23	1,816.84
02-2004	3,188.97	3,772.94	3,824.58	3,810.88	4,248.32	3,836.18	4,672.06	3,861.47
02-2004	2,592.74	3,067.52	3,109.51	3,098.37	3,454.03	3,118.93	3,798.54	3,139.50
03-2004	4,183.43	4,949.50	5,017.25	4,999.27	5,573.13	5,032.46	6,129.01	5,065.64
04-2004	2,434.51	2,880.32	2,919.74	2,909.29	3,243.23	2,928.60	3,566.72	2,947.91

The Retro option uses TMRS' traditional COLA calculation based on the CPI changes retroactive to retirement date.
The Non-Retro option uses a COLA calculation based on the CPI changes during the year 12 months before the COLA is granted.

Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
06-2004	2,151.29	2,545.24	2,580.07	2,570.84	2,865.93	2,587.90	3,151.79	2,604.96
06-2004	967.86	1,145.09	1,160.77	1,156.61	1,289.38	1,164.28	1,417.98	1,171.96
07-2004	1,590.66	1,881.94	1,907.70	1,900.87	2,119.06	1,913.48	2,330.43	1,926.10
07-2004	990.96	1,172.42	1,188.47	1,184.21	1,320.15	1,192.07	1,451.82	1,199.93
01-2005	2,590.53	3,025.45	3,066.08	3,055.88	3,383.11	3,076.16	3,700.15	3,096.44
01-2005	9.19	10.73	10.88	10.84	12.00	10.91	13.13	10.98
05-2005	580.38	677.82	686.92	684.64	757.95	689.18	828.98	693.72
06-2005	3,207.70	3,746.23	3,796.54	3,783.90	4,189.11	3,809.02	4,581.67	3,834.13
07-2005	3,870.23	4,520.00	4,580.70	4,565.45	5,054.34	4,595.76	5,527.99	4,626.06
09-2005	3,222.39	3,763.39	3,813.93	3,801.24	4,208.29	3,826.47	4,602.65	3,851.70
01-2006	1,666.16	1,920.14	1,945.41	1,939.45	2,131.58	1,952.32	2,317.74	1,965.20
01-2006	2,705.94	3,118.42	3,159.46	3,149.78	3,461.80	3,170.69	3,764.15	3,191.59
01-2006	1,680.50	1,936.67	1,962.15	1,956.15	2,149.92	1,969.13	2,337.69	1,982.11
01-2006	2,768.37	3,190.36	3,232.35	3,222.44	3,541.67	3,243.83	3,850.99	3,265.22
04-2006	3,177.84	3,662.25	3,710.45	3,699.08	4,065.52	3,723.63	4,420.59	3,748.18
04-2006	3,233.17	3,726.02	3,775.05	3,763.49	4,136.31	3,788.47	4,497.56	3,813.45
07-2006	593.99	684.53	693.54	691.41	759.91	696.00	826.28	700.59
07-2006	3,462.39	3,990.18	4,042.69	4,030.31	4,429.55	4,057.06	4,816.42	4,083.81
09-2006	1,186.24	1,367.06	1,385.05	1,380.81	1,517.60	1,389.97	1,650.14	1,399.14
10-2006	1,995.62	2,299.82	2,330.09	2,322.95	2,553.07	2,338.37	2,776.04	2,353.78
12-2006	2,189.62	2,523.39	2,556.60	2,548.77	2,801.26	2,565.68	3,045.91	2,582.60
01-2007	4,301.79	4,909.31	4,972.93	4,958.68	5,420.36	4,991.59	5,867.79	5,024.51
02-2007	42.74	48.78	49.41	49.27	53.85	49.60	58.30	49.92
02-2007	228.17	260.39	263.77	263.01	287.50	264.75	311.23	266.50
05-2007	2,055.42	2,345.70	2,376.10	2,369.29	2,589.88	2,385.02	2,803.66	2,400.74

The Retro option uses TMRS' traditional COLA calculation based on the CPI changes retroactive to retirement date.
The Non-Retro option uses a COLA calculation based on the CPI changes during the year 12 months before the COLA is granted.

Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
07-2007	2,561.78	2,923.57	2,961.46	2,952.97	3,227.91	2,972.57	3,494.36	2,992.17
09-2007	5,947.70	6,787.66	6,875.63	6,855.92	7,494.25	6,901.43	8,112.87	6,946.93
11-2007	3,286.58	3,750.73	3,799.34	3,788.45	4,141.17	3,813.59	4,483.01	3,838.74
11-2007	509.32	581.25	588.78	587.10	641.76	590.99	694.73	594.89
12-2007	1,353.17	1,544.27	1,564.28	1,559.80	1,705.03	1,570.15	1,845.77	1,580.51
12-2007	87.45	99.80	101.09	100.80	110.19	101.47	119.28	102.14
12-2007	1,880.82	2,146.44	2,174.26	2,168.03	2,369.88	2,182.42	2,565.50	2,196.81
01-2008	3,940.91	4,429.28	4,485.28	4,473.82	4,848.20	4,503.52	5,211.11	4,533.21
01-2008	2,167.58	2,436.19	2,467.00	2,460.69	2,666.61	2,477.02	2,866.22	2,493.35
01-2008	5,060.59	5,687.71	5,759.63	5,744.91	6,225.65	5,783.04	6,691.68	5,821.17
03-2008	430.37	483.70	489.82	488.56	529.45	491.81	569.08	495.05
04-2008	3,171.32	3,564.32	3,609.39	3,600.16	3,901.43	3,624.06	4,193.47	3,647.96
04-2008	2,305.94	2,591.70	2,624.47	2,617.76	2,836.82	2,635.14	3,049.17	2,652.51
06-2008	4,279.17	4,809.46	4,870.27	4,857.83	5,264.33	4,890.07	5,658.40	4,922.31
08-2008	1,350.40	1,517.75	1,536.94	1,533.01	1,661.29	1,543.19	1,785.65	1,553.36
09-2008	489.73	550.42	557.38	555.96	602.48	559.65	647.58	563.34
10-2008	1,506.14	1,692.79	1,714.19	1,709.81	1,852.89	1,721.16	1,991.59	1,732.51
10-2008	3,909.95	4,394.48	4,450.04	4,438.67	4,810.11	4,468.13	5,170.17	4,497.60
10-2008	2,146.11	2,412.06	2,442.56	2,436.32	2,640.19	2,452.49	2,837.83	2,468.66
11-2008	2,781.79	3,126.52	3,166.05	3,157.96	3,422.22	3,178.92	3,678.39	3,199.88
12-2008	4,853.80	5,455.30	5,524.27	5,510.16	5,971.25	5,546.73	6,418.24	5,583.31
01-2009	3,668.81	4,122.04	4,174.12	4,163.49	4,511.01	4,191.13	4,847.88	4,218.76
01-2009	914.78	1,027.79	1,040.78	1,038.13	1,124.77	1,045.02	1,208.77	1,051.91
02-2009	3,072.16	3,451.68	3,495.30	3,486.39	3,777.39	3,509.53	4,059.48	3,532.67
02-2009	1,023.29	1,149.70	1,164.23	1,161.26	1,258.19	1,168.97	1,352.15	1,176.68

The Retro option uses TMRS' traditional COLA calculation based on the CPI changes retroactive to retirement date.
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Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
05-2009	2,102.25	2,361.95	2,391.80	2,385.70	2,584.83	2,401.54	2,777.87	2,417.37
05-2009	2,986.12	3,355.02	3,397.40	3,388.76	3,671.60	3,411.26	3,945.79	3,433.75
08-2009	294.92	331.35	335.54	334.68	362.62	336.90	389.70	339.13
10-2009	642.10	721.42	730.54	728.67	789.50	733.51	848.46	738.35
12-2009	2,144.73	2,409.68	2,440.13	2,433.91	2,637.06	2,450.07	2,834.00	2,466.22
01-2010	4,629.45	5,149.41	5,213.39	5,201.19	5,602.69	5,235.72	5,991.99	5,270.24
05-2010	1,699.93	1,890.86	1,914.35	1,909.88	2,057.30	1,922.56	2,200.25	1,935.23
06-2010	847.44	942.62	954.33	952.10	1,025.60	958.42	1,096.86	964.74
06-2010	7,416.46	8,249.44	8,351.95	8,332.40	8,975.61	8,387.71	9,599.27	8,443.01
09-2010	3,972.43	4,418.60	4,473.50	4,463.04	4,807.55	4,492.66	5,141.59	4,522.28
09-2010	2,000.58	2,225.28	2,252.93	2,247.66	2,421.16	2,262.58	2,589.39	2,277.50
12-2010	3,780.84	4,205.49	4,257.74	4,247.78	4,575.68	4,275.98	4,893.61	4,304.17
12-2010	1,368.56	1,522.27	1,541.19	1,537.58	1,656.27	1,547.78	1,771.35	1,557.99
01-2011	636.49	704.11	712.78	711.19	763.64	715.91	814.49	720.63
01-2011	4,687.24	5,185.21	5,249.04	5,237.35	5,623.57	5,272.12	5,998.10	5,306.88
03-2011	1,710.99	1,892.76	1,916.06	1,911.79	2,052.78	1,924.48	2,189.50	1,937.17
04-2011	1,764.01	1,951.42	1,975.44	1,971.04	2,116.39	1,984.13	2,257.34	1,997.21
08-2011	94.30	104.32	105.60	105.37	113.14	106.07	120.67	106.77
11-2011	441.90	488.85	494.86	493.77	530.17	497.04	565.48	500.32
02-2012	554.01	606.39	613.72	612.49	653.53	616.55	693.33	620.62
03-2012	781.44	855.33	865.66	863.93	921.81	869.67	977.96	875.40
04-2012	1,159.09	1,268.68	1,284.01	1,281.44	1,367.29	1,289.94	1,450.58	1,298.45
05-2012	1,913.32	2,094.23	2,119.53	2,115.29	2,257.01	2,129.33	2,394.48	2,143.37
06-2012	1,700.79	1,861.60	1,884.10	1,880.32	2,006.30	1,892.80	2,128.50	1,905.28
07-2012	2,487.80	2,723.02	2,755.93	2,750.40	2,934.68	2,768.66	3,113.43	2,786.92

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Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
07-2012	2,918.08	3,193.99	3,232.58	3,226.11	3,442.25	3,247.52	3,651.92	3,268.94
12-2012	3,108.39	3,402.29	3,443.40	3,436.50	3,666.74	3,459.31	3,890.09	3,482.12
12-2012	4.83	5.29	5.35	5.34	5.70	5.38	6.04	5.41
12-2012	2,533.37	2,772.90	2,806.41	2,800.79	2,988.43	2,819.38	3,170.46	2,837.97
01-2013	3,902.70	4,245.35	4,296.09	4,288.04	4,558.35	4,316.50	4,820.60	4,344.97
01-2013	89.66	97.53	98.70	98.51	104.72	99.16	110.75	99.82
01-2013	4,915.77	5,347.37	5,411.27	5,401.15	5,741.61	5,437.00	6,071.95	5,472.85
01-2013	743.14	808.39	818.05	816.52	867.99	821.94	917.92	827.36
01-2013	3,057.39	3,325.83	3,365.57	3,359.28	3,571.03	3,381.57	3,776.48	3,403.87
04-2013	2,440.83	2,655.13	2,686.86	2,681.83	2,850.88	2,699.63	3,014.91	2,717.43
04-2013	3,747.68	4,076.72	4,125.44	4,117.72	4,377.28	4,145.05	4,629.12	4,172.38
05-2013	1,519.76	1,653.19	1,672.95	1,669.82	1,775.08	1,680.90	1,877.20	1,691.98
06-2013	591.92	643.89	651.58	650.36	691.36	654.68	731.14	659.00
06-2013	355.11	386.29	390.90	390.17	414.77	392.76	438.63	395.35
06-2013	534.53	581.46	588.41	587.31	624.33	591.21	660.25	595.10
08-2013	643.37	699.86	708.22	706.90	751.45	711.59	794.69	716.28
08-2013	3,285.77	3,574.26	3,616.97	3,610.20	3,837.77	3,634.17	4,058.57	3,658.13
12-2013	1,989.44	2,164.11	2,189.97	2,185.87	2,323.66	2,200.38	2,457.35	2,214.89
01-2014	1,119.52	1,211.39	1,225.73	1,223.57	1,296.53	1,231.69	1,367.34	1,239.82
02-2014	1,852.36	2,004.37	2,028.09	2,024.53	2,145.25	2,037.96	2,262.40	2,051.40
02-2014	2,117.32	2,291.07	2,318.19	2,314.11	2,452.10	2,329.47	2,586.01	2,344.83
03-2014	2,101.45	2,273.90	2,300.81	2,296.77	2,433.72	2,312.01	2,566.63	2,327.26
03-2014	140.62	152.16	153.96	153.69	162.85	154.71	171.75	155.73
03-2014	1,962.93	2,124.01	2,149.15	2,145.37	2,273.30	2,159.61	2,397.45	2,173.85
04-2014	6,689.98	7,238.97	7,324.65	7,311.77	7,747.76	7,360.30	8,170.88	7,408.83

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Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
04-2014	3,867.34	4,184.70	4,234.23	4,226.78	4,478.82	4,254.84	4,723.42	4,282.89
06-2014	1,604.49	1,736.16	1,756.71	1,753.62	1,858.18	1,765.26	1,959.66	1,776.90
06-2014	1,437.03	1,554.96	1,573.36	1,570.60	1,664.25	1,581.02	1,755.13	1,591.45
06-2014	897.22	970.85	982.34	980.61	1,039.08	987.12	1,095.83	993.63
07-2014	4,065.27	4,398.87	4,450.94	4,443.11	4,708.05	4,472.60	4,965.16	4,502.09
07-2014	5.83	6.31	6.38	6.37	6.75	6.42	7.12	6.46
10-2014	2,621.60	2,836.73	2,870.31	2,865.26	3,036.11	2,884.28	3,201.92	2,903.29
01-2015	642.86	693.77	701.94	700.75	741.33	705.40	780.72	710.05
01-2015	3,504.41	3,781.94	3,826.48	3,819.97	4,041.19	3,845.33	4,255.91	3,870.68
05-2015	2,549.15	2,751.03	2,783.43	2,778.70	2,939.61	2,797.14	3,095.80	2,815.58
05-2015	6,929.72	7,478.51	7,566.59	7,553.72	7,991.17	7,603.85	8,415.75	7,653.99
09-2015	56.53	61.01	61.73	61.62	65.19	62.03	68.65	62.44
09-2015	1,195.76	1,290.46	1,305.66	1,303.44	1,378.92	1,312.09	1,452.18	1,320.74
09-2015	3,186.50	3,438.85	3,479.35	3,473.43	3,674.59	3,496.49	3,869.82	3,519.54
11-2015	7,217.98	7,789.59	7,881.34	7,867.92	8,323.58	7,920.15	8,765.83	7,972.37
12-2015	1,466.38	1,582.51	1,601.15	1,598.42	1,690.99	1,609.03	1,780.83	1,619.64
12-2015	2,386.49	2,575.48	2,605.82	2,601.38	2,752.04	2,618.65	2,898.26	2,635.91
01-2016	1,013.71	1,091.20	1,104.00	1,102.17	1,164.19	1,109.49	1,224.38	1,116.80
01-2016	1,865.02	2,007.59	2,031.13	2,027.78	2,141.87	2,041.24	2,252.61	2,054.70
07-2016	410.16	441.52	446.69	445.96	471.05	448.92	495.40	451.88
09-2016	1,837.26	1,977.71	2,000.90	1,997.60	2,109.99	2,010.86	2,219.08	2,024.12
11-2016	305.81	329.19	333.05	332.50	351.21	334.71	369.36	336.91
02-2017	2,029.30	2,168.91	2,193.99	2,190.72	2,303.79	2,205.26	2,413.59	2,219.80
03-2017	6,065.51	6,482.79	6,557.77	6,547.98	6,885.95	6,591.45	7,214.13	6,634.91
05-2017	2,148.17	2,295.96	2,322.51	2,319.05	2,438.74	2,334.44	2,554.97	2,349.83

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Kenneth/R112/3.0.8

Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
05-2017	2,199.42	2,350.73	2,377.92	2,374.37	2,496.92	2,390.13	2,615.92	2,405.89
05-2017	319.16	341.12	345.06	344.55	362.33	346.84	379.60	349.12
06-2017	1,057.00	1,129.72	1,142.78	1,141.08	1,199.97	1,148.65	1,257.16	1,156.23
06-2017	977.55	1,044.80	1,056.89	1,055.31	1,109.78	1,062.31	1,162.67	1,069.32
07-2017	2,358.61	2,520.87	2,550.03	2,546.22	2,677.64	2,563.12	2,805.26	2,580.02
07-2017	672.43	718.69	727.00	725.92	763.39	730.74	799.77	735.55
08-2017	714.53	763.69	772.52	771.37	811.18	776.49	849.84	781.61
11-2017	1,880.57	2,009.95	2,033.19	2,030.16	2,134.94	2,043.64	2,236.69	2,057.11
11-2017	3,723.25	3,979.39	4,025.42	4,019.41	4,226.87	4,046.09	4,428.32	4,072.77
11-2017	3,011.12	3,218.27	3,255.50	3,250.63	3,418.42	3,272.21	3,581.33	3,293.79
11-2017	107.24	114.62	115.94	115.77	121.75	116.54	127.55	117.31
01-2018	5,093.76	5,405.39	5,467.06	5,459.75	5,715.92	5,495.99	5,964.79	5,532.23
01-2018	2,607.15	2,766.65	2,798.22	2,794.47	2,925.59	2,813.02	3,052.97	2,831.57
01-2018	2,805.67	2,977.32	3,011.28	3,007.26	3,148.36	3,027.22	3,285.44	3,047.18
02-2018	2,383.97	2,529.82	2,558.68	2,555.26	2,675.15	2,572.22	2,791.63	2,589.18
03-2018	8,052.36	8,544.99	8,642.48	8,630.92	9,035.89	8,688.21	9,429.31	8,745.50
04-2018	296.11	314.23	317.81	317.39	332.28	319.50	346.74	321.60
04-2018	1,961.40	2,081.39	2,105.14	2,102.32	2,200.97	2,116.28	2,296.80	2,130.23
06-2018	7,705.30	8,176.70	8,269.99	8,258.93	8,646.44	8,313.75	9,022.90	8,368.57
07-2018	3,831.31	4,065.70	4,112.09	4,106.58	4,299.28	4,133.85	4,486.46	4,161.10
09-2018	1,311.32	1,391.54	1,407.42	1,405.53	1,471.49	1,414.86	1,535.55	1,424.19
09-2018	764.34	811.10	820.35	819.26	857.70	824.69	895.04	830.13
12-2018	1,690.65	1,794.08	1,814.55	1,812.12	1,897.15	1,824.15	1,979.75	1,836.18
01-2019	5,875.36	6,195.03	6,264.83	6,257.33	6,524.48	6,298.86	6,784.12	6,340.40
01-2019	3,295.47	3,474.77	3,513.92	3,509.71	3,659.56	3,533.01	3,805.19	3,556.30

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Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

Retirement Date	Original Monthly Benefit	Current Monthly Benefit	Proposed Plan - 30%		Proposed Plan - 50%		Proposed Plan - 70%	
			Retro	Non-Retro	Retro	Non-Retro	Retro	Non-Retro
01-2019	181.49	191.36	193.52	193.28	201.54	194.57	209.56	195.85
02-2019	6,182.53	6,518.92	6,592.36	6,584.48	6,865.58	6,628.18	7,138.80	6,671.89
02-2019	315.02	332.16	335.90	335.50	349.82	337.73	363.75	339.95
03-2019	3,494.99	3,685.15	3,726.67	3,722.21	3,881.12	3,746.92	4,035.57	3,771.62
03-2019	476.65	502.58	508.25	507.63	529.31	511.00	550.38	514.37
05-2019	708.87	747.44	755.86	754.96	787.19	759.97	818.51	764.98
05-2019	1,665.61	1,756.23	1,776.02	1,773.89	1,849.63	1,785.67	1,923.24	1,797.44
07-2019	159.07	167.72	169.61	169.41	176.64	170.53	183.67	171.66
09-2019	220.08	232.05	234.67	234.38	244.39	235.94	254.12	237.50
10-2019	862.52	909.45	919.70	918.60	957.81	924.69	995.93	930.79
12-2019	1,386.55	1,461.99	1,478.46	1,476.69	1,539.74	1,486.49	1,601.01	1,496.30
01-2020	1,663.17	1,740.49	1,759.81	1,757.99	1,824.24	1,769.66	1,888.66	1,781.33
02-2020	659.03	689.67	697.32	696.61	722.85	701.23	748.38	705.85
03-2020	1,392.90	1,457.66	1,473.84	1,472.32	1,527.79	1,482.09	1,581.75	1,491.86
03-2020	3,371.11	3,527.84	3,566.99	3,563.32	3,697.58	3,586.97	3,828.17	3,610.62
04-2020	407.69	426.64	431.38	430.93	447.17	433.79	462.96	436.65
06-2020	998.58	1,045.00	1,056.60	1,055.51	1,095.28	1,062.51	1,133.97	1,069.52
07-2020	1,361.19	1,424.47	1,440.28	1,438.79	1,493.01	1,448.34	1,545.74	1,457.89
07-2020	7,650.84	8,006.53	8,095.40	8,087.05	8,391.77	8,140.72	8,688.14	8,194.40
08-2020	276.86	289.73	292.95	292.64	303.67	294.59	314.40	296.53
09-2020	731.51	765.52	774.01	773.22	802.35	778.35	830.69	783.48
10-2020	455.83	477.02	482.32	481.82	499.97	485.02	517.63	488.21
10-2020	808.98	846.59	855.99	855.10	887.32	860.78	918.66	866.46
10-2020	1,929.95	2,019.68	2,042.09	2,039.99	2,116.85	2,053.53	2,191.61	2,067.07
12-2020	669.08	700.19	707.96	707.23	733.88	711.93	759.79	716.62

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Texas Municipal Retirement System

Cost of Living Adjustment (COLA) Plans for 2025

City of Duncanville (00388)

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01-2021	2,250.75	2,344.91	2,370.70	2,368.49	2,450.67	2,384.21	2,530.63	2,399.93
04-2021	915.57	953.87	964.36	963.46	996.89	969.86	1,029.42	976.25
04-2021	6,440.64	6,710.08	6,783.88	6,777.56	7,012.71	6,822.55	7,241.54	6,867.53
05-2021	949.09	988.80	999.67	998.74	1,033.39	1,005.37	1,067.11	1,012.00
05-2021	452.91	471.86	477.05	476.61	493.14	479.77	509.23	482.93
06-2021	569.04	592.85	599.36	598.81	619.58	602.79	639.80	606.76
06-2021	1,467.74	1,529.14	1,545.96	1,544.52	1,598.11	1,554.77	1,650.26	1,565.02
07-2021	665.64	693.49	701.11	700.46	724.76	705.11	748.41	709.76
07-2021	877.83	914.55	924.61	923.75	955.80	929.88	986.99	936.01
08-2021	256.06	266.77	269.71	269.45	278.80	271.24	287.90	273.03
08-2021	32.29	33.64	34.01	33.98	35.16	34.20	36.31	34.43
08-2021	1,821.14	1,897.33	1,918.20	1,916.41	1,982.90	1,929.13	2,047.60	1,941.85
08-2021	174.24	181.53	183.53	183.36	189.72	184.57	195.91	185.79
10-2021	191.47	199.48	201.67	201.49	208.48	202.82	215.28	204.16
10-2021	3,489.72	3,635.71	3,675.70	3,672.27	3,799.69	3,696.65	3,923.67	3,721.02
11-2021	231.35	241.03	243.68	243.45	251.90	245.07	260.12	246.69
01-2022	1,928.45	1,965.79	1,986.44	1,985.56	2,025.09	1,998.74	2,063.75	2,011.92
03-2022	6,624.98	6,753.26	6,824.18	6,821.17	6,956.99	6,866.45	7,089.79	6,911.72
04-2022	1,335.27	1,361.13	1,375.42	1,374.82	1,402.19	1,383.94	1,428.95	1,393.07
06-2022	320.95	327.16	330.60	330.45	337.03	332.64	343.47	334.84
06-2022	791.14	806.46	814.93	814.57	830.79	819.98	846.65	825.38
07-2022	91.97	93.75	94.74	94.69	96.58	95.32	98.42	95.95
07-2022	1,830.95	1,866.40	1,886.00	1,885.17	1,922.71	1,897.68	1,959.41	1,910.19
08-2022	2,481.45	2,529.50	2,556.06	2,554.94	2,605.81	2,571.90	2,655.55	2,588.85
09-2022	194.01	197.77	199.84	199.76	203.73	201.08	207.62	202.41

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Texas Municipal Retirement System

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City of Duncanville (00388)

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09-2022	3,017.39	3,075.82	3,108.12	3,106.75	3,168.60	3,127.37	3,229.09	3,147.99
11-2022	209.84	213.90	216.15	216.05	220.36	217.49	224.56	218.92
11-2022	2,117.52	2,158.52	2,181.19	2,180.23	2,223.64	2,194.70	2,266.09	2,209.17
12-2022	336.60	343.12	346.72	346.57	353.47	348.87	360.22	351.17
12-2022	2,521.83	2,570.66	2,597.66	2,596.51	2,648.21	2,613.75	2,698.76	2,630.98
02-2023	38.76	38.76	39.15	39.15	39.41	39.41	39.67	39.67
03-2023	3,942.34	3,942.34	3,981.99	3,981.99	4,008.42	4,008.42	4,034.85	4,034.85
03-2023	3,965.22	3,965.22	4,005.10	4,005.10	4,031.68	4,031.68	4,058.26	4,058.26
04-2023	1,030.59	1,030.59	1,040.95	1,040.95	1,047.86	1,047.86	1,054.77	1,054.77
04-2023	832.80	832.80	841.17	841.17	846.76	846.76	852.34	852.34
05-2023	2,156.58	2,156.58	2,178.27	2,178.27	2,192.73	2,192.73	2,207.18	2,207.18
06-2023	1,371.72	1,371.72	1,385.51	1,385.51	1,394.71	1,394.71	1,403.91	1,403.91
06-2023	4,053.65	4,053.65	4,094.41	4,094.41	4,121.59	4,121.59	4,148.77	4,148.77
07-2023	296.12	296.12	299.10	299.10	301.08	301.08	303.07	303.07
08-2023	3,849.94	3,849.94	3,888.66	3,888.66	3,914.47	3,914.47	3,940.28	3,940.28

The Retro option uses TMRS' traditional COLA calculation based on the CPI changes retroactive to retirement date.
The Non-Retro option uses a COLA calculation based on the CPI changes during the year 12 months before the COLA is granted.

Kenneth/R112/3.0.8

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Receive a briefing on the preliminary FY 2025 Proposed Budget.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Jennifer Otey, Budget Administrator

BACKGROUND/HISTORY:
The purpose of the presentation is to provide a high-level, overview to the preliminary FY 2025 proposed budget. Staff continues to diligently work to solidify expenses and revenue projections. A Budget in Brief document is provided with this staff report.

POLICY EXPLANATION:
The FY 2025 Proposed Budget will be filed before or by July 31, as per City Charter. A budget workshop on August 15 will be held to review the budget in greater detail.

FUNDING SOURCE:

ORG and Object Number
NA

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

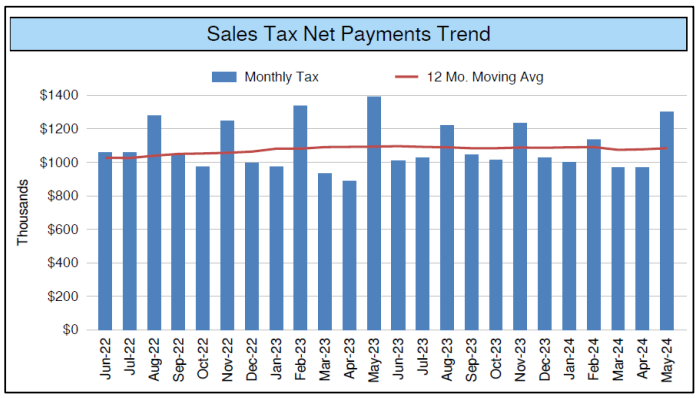
ACTION ALTERNATIVES:
NA

ATTACHMENTS:

FY 2025 Preliminary Budget in Brief

CITY OF DUNCANVILLE
FY 2024-2025 PRELIMINARY BUDGET IN BRIEF

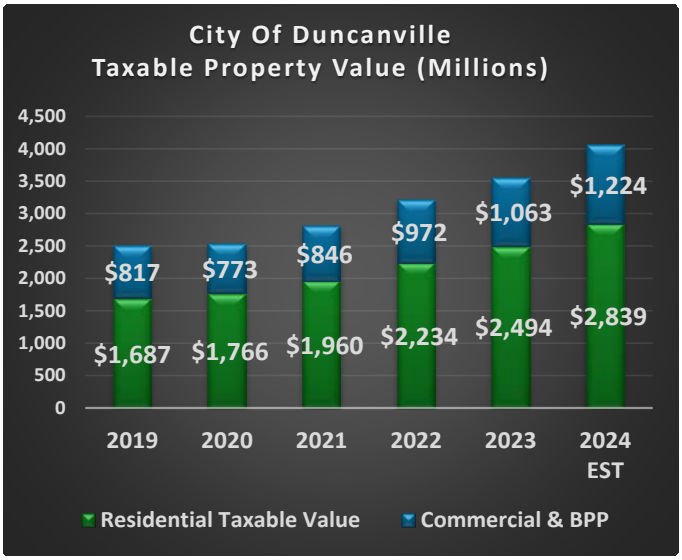
REVENUE OUTLOOK



1. Sales Tax is trending slightly downward. FY 2025 preliminary budget assumes no increase in sales tax revenue. This chart shows the 12-month moving average of collections. A few months have had higher collections but overall trending downward slightly. Forty-three percent of Duncanville's collections are from the retail trade segment and this segment has seen consistently negative changes in comparison to this time last year. Sales tax is the second largest source of revenue for the General Fund.

2. Property Tax – taxable values are currently 14.22% higher than the 2023 certified values. Dallas Central Appraisal District is tasked with appraising property and setting the values. Currently DCAD is wrapping up hearings, appeals, and exemption applications to provide the certified values by July 25. The estimated rate is based on the preliminary values and an assumption that the total taxable value will drop by 5%. Property Tax is the largest source of revenue for the General Fund. In March 2024, City Council voted to increase the homestead exemption to $40,000 for Seniors and Disabled. The preliminary budget assumes the voter approval rate. This increases revenue by approximately $1.07 million, or 5%, compared to the FY 2024 budget.

Tax Rate Comparison			
Fiscal Year	Tax Rate	Single-Family Avg Taxable Value	Annual City Tax
2020	$0.743447	$150,870	$1,122
2021	$0.716852	$164,095	$1,176
2022	$0.700000	$173,715	$1,216
2023	$0.650460	$207,110	$1,347
2024	$0.646034	$222,690	$1,438
2025 (EST)	$0.630244	$237,643	$1,498



IMPACT TO THE AVERAGE RESIDENT

SERVICE OF FEE – MONTHLY	*FY 2023-24*	*FY 2024-25 ESTIMATE*	*$$ CHANGE*	*TYPICAL RATE PAYER DEFINED:*
Water & Sewer	$112.28	$120.42	$8.14	Single-family, under 65 residential 6,000 GAL
Garbage	$27.58	$28.96	$1.38	Single-family curbside
Drainage	$2.50	$2.50	$0.00	
TOTAL UTILITIES	**$143.36**	**$152.80**	**$9.52**	
Property Tax (City Portion)	$119.89	$124.81	$4.92	2023 SFR - $222,690 2024 SFR EST - $237,643
TOTAL MONTHLY IMPACT	**$263.25**	**$277.69**	**$14.44**	
Annual Property Tax Impact	$1,438.60	$1,497.75	$59.05	

- Water and Sewer rates based on the third year of the five-year rate increase model Ordinance 2230R passed August 16, 2022.
- Garbage collection fees based on projected 5.4% CPI increase to the City's garbage collection contract. 5% increase projected to pass along to customers.
- Dallas Central Appraisal District will certify taxable values by July 25, which are used in setting the tax rate. The single-family resident average taxable value is a preliminary estimate only based on the preliminary taxable values report provided by DCAD in May.

EXPENDITURE HIGHLIGHTS

1. Salary & Benefits:
   - 2% Cola for Full-time staff. Approximately $500,000.
   - Up to an additional 1% merit increase for general employees after year end evaluation.
   - 8% increase to Medical Insurance rates. The City has been very fortunate to experience no rate increases since 2019. Increase of $100,000 over FY 2024. Additionally, the City will cover the employee only portion for dental; approximately $40,000. This is a combo rate and saved the City 1% in the medical rate to bundle.
   - Texas Municipal Retirement System (TMRS) rate after the 2024 Ad Hoc Cola and Updated Service Credits given, maintains a 10.18% rate into 2025. An increase of $389,391 over FY 2024.
2. Regional Partnerships and Professional Services:
   - Comprehensive Master Plan update - $150,000.
   - CAD (Computer Aided Dispatch) software share with City of DeSoto - $127,710. This cost share is projected to continue for the next 10 years.

3. Special Events
    - Reduced the General Fund support of Special Events by $365,000. Hotel/Motel and Duncanville Community Economic Development (DCEDC) Funds will cover the eligible expenses.

PROJECT HIGHLIGHTS

1. Upon approval by City Council, staff will formally embark with AMI, Automated Metering Infrastructure. There is no budgetary impact in FY 2025.
2. In conjunction with AMI, the Service Center will be a priority focus.
3. With the assistance of DCEDC, the Fieldhouse will pursue a roof and HVAC replacement. Total value of $1.4 million.
4. Upon the conclusion of the Police and Fire Operational Analysis and the Facility Assessment, further projects and long-term plans will be identified.

City staff continues to fine tune the budget. It is a work in progress.

IMPORTANT DATES

• July 16, 2024	FY 2025 Proposed Budget to Council
• July 23, 2024	Budget Townhall
• July 25, 2024	DCAD certifies tax roll. Tax Rate projection amended as necessary
• August 15, 2024	FY 2025 Proposed Budget workshop with Council
• September 3, 2024	Budget Public Hearing at regular meeting
• September 17, 2024	Public hearing on Tax Rate, Adoption of Budget and Tax Levy

Notes: Dallas County will certify the tax rate calculations and provide all the legal verbiage and postings to the City. Estimated date is August 2. The last day to adopt the tax rate is September 18.

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Council to receive a briefing on the Duncanville Fieldhouse in regard to coordinating an updated strategic plan for the Fieldhouse.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Advance: Marketing Strategy of the City and Community Engagement Plan**
  - **Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.**
- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**
- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**

STAFF RESPONSIBLE:
Craig Brasfield, General Manager, Duncanville Fieldhouse
LoLecia Day, Economic Development, Assistant Director
Bart Stevenson, Director of Parks and Recreation
Tiffiney Wyatt

BACKGROUND/HISTORY:
The Duncanville Fieldhouse has previously been structured as an extension of the Parks and Recreation department. However, with about half a million people attending events annually and the need to support our community we see great potential. Recently the City Manager has structured the Fieldhouse as another department so that it can clearly receive the support of City Administration, Economic Development, and Parks and Recreation without reporting to just one department. This move aligns with the need to update the Fieldhouse Strategic Plan last done in 2015. This is a briefing to share the concept with the City Council, as the cost is $5,000, it is being presented to the DCEDC for funding consideration on June 24th.

POLICY EXPLANATION:
The Duncanville Fieldhouse has been a catalyst for change in Duncanville for decades, but it has the potential to be an even bigger economic engine. Currently, some of the space is not being utilized for its highest and best use. The Fieldhouse with a new strategic plan with its refreshed partners of City Administration, Economic Development, and Parks and Recreation will be able to deploy an array of marketing strategies, collaborating with city departments to maximize potential. A fully actualized Fieldhouse will not only serve as booster of tourism for the Duncanville hospitality industry, and a significant sales and ad valorem tax generator, but as a hub for a variety of communities to come together in Duncanville.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. No action required.

ATTACHMENTS:
Duncanville Fieldhouse Engagement Proposal

CITY OF DUNCANVILLE STRATEGIC DEVELOPMENT SUPPORT PROPOSAL

Duncanville Fieldhouse: Reassessing the Vision

Corbett Mitchell
Media & Consulting
We help you change the game

April 1, 2024
Presented to: Doug Finch, City Manager

FINDING A STRATEGY THAT GROWS YOUR BRAND

2024 COMPREHENSIVE STRATEGY

Corbett Mitchell Media & Consulting offers customized branding and business solutions for global organizations. We are a full service brand and business consulting firm offering strategy to clients in the form of media mix, event activation, social engagement, creative cultivation, project management and project agility. Partnering with us to get the job done is simple and hassle-free.

Creating strategic goals that align your brand with changes that elevate revenue, brand amplification and operational flow to stimulate sustainability and growth at organizations can reposition you in the marketplace. We can help you in creating and implementing brand strategies that help tell your story, increases engagement and the positioning of your brand. Let our firm help you achieve key initiatives that work for the future of your company.

214.402.6164 | www.corbettmitchell.com

CREATING A SPORTSPLEX THIS IS AN EPICENTER FOR MORE THAN SPORTS

Duncanville
City of Champions

2024 STAKEHOLDER ENGAGEMENT PROJECT

Sporting Complexes are big business. Palm Coast city council in Florida in February just proposed a new sporting complex and states, “the facility's economic impact could range from $79 million in its first year to $154 million by year 10.” (Palm City Observer, Feb. 2024)

Sporting complexes often times become a catalyst for community engagement, options for surrounding areas for use for recreational sports and the heartbeat of the city's wellness and fitness planning.

The Duncanville Fieldhouse can become a complex designed to be a diverse community hub, partner for private investment partnerships and house retail and dining . By catering to the needs of all residents throughout daytime hours and transitioning to provide an array of adult initiatives in the evening. In turn, boasting revenue for the community and adding to the city's economic impact.

214.402.6164 | www.corbettmitchell.com

PROPOSAL

THE SERVICES

Comprehensive Stakeholder Engagement Services: Managing and developing a stakeholder engagement campaign to touch base with stakeholders on their input of the Duncanville Fieldhouse.

Stakeholder Feedback & Engagement Project Scope:

- **Collect stakeholder interaction and feedback through:**
  - **Town Halls, Stakeholder Canvassing, Surveying, Call to Action**
  - **1 Project Survey: Design graphic and survey to be sent out to stakeholders digitally to your audience**
  - **Design call to action graphic for town hall meetings**
    - **1 town hall meeting by video or dial in to record input, ideas and reflections of the community**
  - **2- Community canvassing engagements- 2 promotional workers at designated locations in the community canvassing stakeholders through survey questions (1 hours each time)**
  - **Provide your survey results**
  - **3-40 min project meetings over an 5 week span**
  - **Final written project recommendations from our agency**

Our Pricing

- **Work Scope Timeline: 6 Weeks**
- **Cost of Work Scope for Project: $8,300**

- **Your discounted rate for Cost of Work Scope for Project: $5,000**

CONTACT INFORMATION

Tiffiney Wyatt, MBA
Corbett Mitchell Media & Consulting
C: 214.402.6164 E: twyatt@corbettmitchell.com

Corbett Mitchell
Media & Consulting
We help you change the game

WE CAN TAKE YOUR BRAND TO A NEW LEVEL

We can help you bring your strategic goals and brand to life. It is all about the experience people have while interacting with your brand. Let us help you achieve strategic goals that reflect elements of your vision and embody what your organization is growing toward. We can build a package that works for you based on the services that you would like to purchase. We can customize all your needs.

HOW TO GET STARTED WITH OUR AGENCY

To get started with Corbett Mitchell is hassle free. Our team will work with you to provide a timeline for the project, do project on-boarding for your team and plan out the work scope. A minimum of 50% project deposit is required to get started.

We look forward to working with you.

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Review Boards and Commission applications received and updates

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:
Give Boards and Commission update on applications, vacancies and liaisons

POLICY EXPLANATION:
Boards and Commissions

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
Other actions as directed by Council.

ATTACHMENTS:
B_C List
Ordinance No 2454 - Boards and Commissions - Admin - repeal and replace

Reso No 2017-052 - Establishing the Neighborhood Vitality Commission

CITY OF DUNCANVILLE - BOARDS & COMMISSIONS

OFFICIAL LIST

UPDATED AS OF **Wednesday, January 31, 2024**

FOR CITY USE ONLY

City Councilmembers - 1st & 3rd Tuesday, 6:00 PM

Council Member	Title	Term Expires
Barry L. Gordon	Mayor	2024
DeMonica Gooden	At-Large	2025
Joe Veracruz	District 1	2025
Don McBurnett	District 2	2024
Jeremy Koontz	District 3	2025
Karen Cherry	District 4	2024
Greg Contreras	District 5	2025

NOTE: RESOLUTION 2015-020332 RESCINDED THE REQUIREMENT FOR BOARD AND COMMISSION MEMBERS TO BE REGISTERED VOTERS

City Planning & Zoning Commission - 2nd & 4th Monday (AS NEEDED); 7:00 PM , City Council Chambers

Staff Liaison: Nathan Warren, Senior Planner

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Alex J Wheeler	November, 2022		August, 2024	
Carolyn Thompson	March, 2023		August, 2024	
Brenda O'Brien	August, 2023		**August, 2025**	
D. Bailey Wynne	August, 2023		**August, 2025**	
Elias Rodriguez, Vice-Chair	August, 2023		**August, 2025**	
Jarred Davis, Chair	March, 2021		August, 2024	
Yolanda Columbus	August, 2023		August, 2024	

Zoning Board of Adjustment - 2nd & 4th Tuesday (AS NEEDED); 7:00 PM City Council Chambers

Staff Liaison: Kurt Kasson , Building Official

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Mr. Bobby Lydia	August, 2019		August, 2024	
Lewis Fulbright	August, 2021		August, 2024	
Stephanie Rutherford	August, 2019		August, 2024	
Terry Popham	August, 2023		**August, 2025**	
LaVaughn Washington	August, 2023		**August, 2025**	
Alt. #1 - Vacant				
Alt. #2 - Vacant				

Park & Recreation Advisory Board, 2nd Monday, 6:30 PM, Council Briefing Room

Staff Liaison: Bart Stevenson, Director of Parks & Recreation

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Kim Malone	March, 2016	7/13/1905	August, 2024	
Calvin Wells	August, 2022	August, 2022	August, 2024	
Mary (Beth) Farrell	November, 2018		August, 2024	
Joneice Preston	August, 2023		**August, 2025**	
Ralo Thompson	August, 2023		**August, 2025**	
Pamela Rogers	August, 2023		**August, 2025**	
VACANT			**August, 2025**	

Library Advisory Board, 1st Thursday of Every Other Month, 6:30 PM Conference Room - 201 James Collins Blvd.

Staff Liaison: Julio Velasquez, Library Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Cindy Clinton	March, 2019		August, 2024	
Jan Knoll		August, 2022	August, 2024	
Shanna Gable	August, 2020		August, 2024	
Barbara Boddie	August, 2020		August, 2024	
Janet Martinez Aguilar	August, 2023		**August, 2025**	
Michael Chrietzberg	August, 2023		**August, 2025**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	

Sign Control Board, Thursday following 2nd & 4th Tuesday (AS NEEDED), 7:00 PM, City Council Chambers

Staff Liaison: Kurt Kasson, Building Official

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Carolyn Cardoza	August, 2022	August, 2022	August, 2024	
Zebulon Williams	August, 2022	August, 2022	August, 2024	
H . Louise Utley	August, 2023		**August, 2025**	
Howard Fields	August, 2023		**August, 2025**	
VACANT			**August, 2024**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	

Duncanville Community & Economic Development Corporation (DCEDC) Board, Every 4th Monday, 6:00 PM, Briefing Room

Staff Liaison: Agustin G. Garcia, Economic Development Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Marlon Goff - Commercial real estate	July, 2022	July, 2022	August, 2024	
VACANT			**August, 2024**	
Kenneth Govan - eco devel	November, 2016	November, 2018	August, 2024	
Charles Reed - chief exe officer/chief operating officer	August, 2023		**August, 2025**	
Donella Payne - CEO - COO	August, 2023		**August, 2025**	
Tonya Savage - attorney	August, 2023		**August, 2025**	
Gregory Zylka - engineer	?	July, 2022	August, 2024	

TIF (Tax Increment Financing Reinvestment Zone Number One) - Meeting Date: As Needed, Annual Meeting in November, Briefing Room

Ordinance 2295 was approved by City Council on Dec 20, 2016 establishing the TIF Board of Directors that shall consist of five members. The board of directors of the TIF shall be appointed by City Council and will meet the eligibility requirements

Staff Liaison: Agustin G. Garcia, Economic Development Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Marlon Goff	August, 2023		**August, 2025**	
VACANT	August, 2022		**August, 2024**	
Kenneth Bain	August, 2022	August, 2022	August, 2024	
Michael Grace, Chair	August, 2023		**August, 2025**	
VACANT			**August, 2025**	

Keep Duncanville Beautiful Board, Every 3rd Monday of the month, 7:00PM Briefing Room

Per Resolution 2015-020329, the City Council shall appoint citizens who express a willingness to actively participate in keeping the City of Duncanville clean and who are willing to educate and encourage others regarding the importance of

Staff Liaison: Tyler Agee, Assistant Director of Parks and Recreation

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
VACANT	August, 2022	August, 2022	August, 2024	
VACANT			August , 2024	
Diane Dillard, Chair	August, 2023		**August, 2025**	
Jim Gilbert	August, 2023		**August, 2025**	
VACANT			August, 2024	
Cozea Stephens	August, 2023		**August, 2025**	
Justin Reece Edwards, Vice- Chair	August, 2023		**August, 2025**	

Duncanville Neighborhood Vitality Commission, Fourth Wednesday, 7:00 PM, Council Briefing Room

RESOLUTION NO. 2017-052 ESTABLISHING THE NEIGHBORHOOD VITALITY COMMISSION; shall consist of seven (7) members; with three (3) members serving until August 30, 2018 and four (4) members serving until August 30, 2019; and then

Staff Liaison: VACANT

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District	Registered Voter	Address	Telephone Numbers	E-mail Address
Robert Romero	August, 2022	August, 2022	August, 2024					
Jennifer Lott Hagler	August, 2022	August, 2022	August, 2024					
Melanie Clay	August, 2022	August, 2022	August, 2024					
Celee Stephens			**August, 2025**					
VACANT			**August, 2025**					
VACANT			**August, 2025**					
VACANT			**August, 2025**					

Civil Service Commission, Meets once in January each year and as needed 8:00 a.m. (Law states you are not allowed to serve on the Civil Service Board and another B&C Board at the same time) , Briefing

Staff Contact: Todd Siegel, Human Resources Director - 3 year term

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Doug Sisk	2023		Oct-26	

Nigel Robinson	August, 2020		Oct-24	4
Lia Polk	18-Oct-16	3rd and final term	Oct-25	2

Regional Animal Shelter Board (3 year terms) Meet quarterly As Needed , at 6:30 PM, Tri-City Animal Shelter, 1150 East Pleasant Run Road, Cedar Hill, Texas 75104

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
City Council Liaison: Mark LiVigni, City of Duncanville Chief of Police				
Dr. Caroline Brown - DVM	20-Jun-23		19-Jun-25	
Stacy Copeland - Animal Welfare	20-Jun-23		19-Jun-25	
Tammy Miller - Animal Services Manager	20-Jun-23		19-Jun-25	
Chris Rose - Cedar Hill At-Large	20-Jun-23		19-Jun-25	
Richard Rogers - Desoto At-Large	20-Jun-23		19-Jun-25	
Laura Bowers - Duncanville At-Large	20-Jun-23	ACTIVE	19-Jun-25	
VACANT - Municipal Official (LiVigni Retired)	20-Jun-23		N/A	N/A

Audit Committee - Appointed at meeting following the canvassing of the election each year. Meets at least twice a year. Briefing Room

Staff Contacts: City Secretary's Office & Dennis Baldwin, Interim Managing Director of Finance Services

Committee Member	Appointed to Board	Term Expires	District
VACANT			
James Talley, CPA			1
Karen Cherry-Brown, City Council			
Greg Contreras, City Council			
Don McBurnett - Chair			

Veterinary Health Officers - NOT CONSIDERED A BOARD OR COMMISSION

	Original Appt Date	Term Expires
Dr. Chris Gleason	N/A	N/A
Dr. Donna Fuller	N/A	N/A

City Judges - NOT CONSIDERED A BOARD OR COMMISSION - CONTRACTUAL --Appointed and Approved by City Council by Ordinance and Contracts are for two year terms.

Judge	Contract Effective	Renewed	Contract Expires
John B. Rizo, Sr.	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025
Kathy A. Austin	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025
Anthony P. Eiland	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025

NOTE: According to State law, the City Judge is appointed for a two year term. According to Coco Alvarez, Secretary of State's Office, a Statement of Appointed Officer and Oath of Office must be taken for each term served.

Arts Commission, (4th Tuesday) - (Now Separate from Multicultural Commission as of _____)

The Arts Commission of the City of Duncanville shall consist of seven (7) regular members appointed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed

Staff Liaison: Alex Hamby, PIO - 3 Year Terms

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Mary Ann Taylor			August, 2026	
Amy Jackson			August, 2026	
Donald Browning			August, 2026	
Sarah Macias	March, 2023	3/21/2023	August, 2026	
Tiffiney Wyatt	November, 2022	11/15/2022	August, 2025	
Ron Thompson, Chair	November, 2022	11/15/2022	August, 2025	
Angela Thorpe-Harris	November, 2022	11/15/2022	August, 2025	
Tim Perry, Vice- Chair	November, 2022	11/15/2022	August, 2025	
Anne Perry	November, 2022	11/15/2022	August, 2025	

Multicultural Commission

The Multicultural Commission will be created for the purpose of establishing a partnership with the community to have the most engaged citizenry in America; developing an image as a family-oriented community locally and regionally; developing

Staff Liaison: TBA

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Homer Fincannon	March, 2023	3/21/2023	August, 2025	
Nancy Gutierrez	March, 2023	3/21/2023	August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2026	

VACANT			August, 2026	
VACANT			August, 2026	
VACANT			August, 2026	
VACANT			August, 2026	

Community Engagement Advisory Board, (4th Wednesday) - (Now Separate from Multicultural Commission as of _____)

The Community Engagement Advisory Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that

Staff Liaison: Alex Hamby, PIO - 2 Year Terms

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Thomas Lackey	August, 2023		**August, 2025**	
Linda Lydia	March, 2023		August, 2025	
Joseph Cole	November, 2022		August, 2024	
Mari Vega	August, 2023		**August, 2024**	
VACANT			August, 2024	
Gianni LaBarba	August, 2023		**August, 2025**	
Bridget Nevels	August, 2023		**August, 2025**	

ORDINANCE NO. 2454

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 'ADMINISTRATION', BY REPEALING ARTICLE I. 'IN GENERAL' SECTIONS 2-1, 2-2, 2-3 AND 2-4 AND RESERVE FOR FUTURE USE; BY ADDING NEW ARTICLE V 'BOARDS AND COMMISSIONS' TO PROVIDE FOR LIST OF DIFFERENT BOARDS, APPOINTMENTS, QUALIFICATIONS, ESTABLISHMENT, MEMBERSHIP AND OTHER DUTIES; PROVIDING A PENALTY CLAUSE; AND PROVIDING SEVERABILITY, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES.

WHEREAS, the City of Duncanville, Texas (the "City") desires to amend their Administration of different boards; and

WHEREAS, the City Council finds that it is necessary to amend the current provisions for the administration of the boards of the City of Duncanville.

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

SECTION 1. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by repealing Article I "In General", Sections 2-1, 2-2, 2-3 and 2-4 and reserve for future use to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

Sec. 2-1. through 2-4 (Reserved)"

SECTION 2. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by adding Article V. Boards and Commission, to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

. . . . .

ARTICLE V. BOARDS AND COMMISSIONS

Sec. 2-100. Arts Commission

a) Organization

The Arts Commission of the City of Duncanville shall consist of nine (9) regular members appointed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by all City Council Ordinances relating to the Duncanville Arts Commission.

b) Officers

A Chairperson and Vice Chairperson shall be elected annually from among the Commission's membership at the first meeting in October and at such times as these offices become vacant. In the absence of both the Chairperson and the Vice Chairperson, the Commission shall elect an Acting Chairperson. A secretary shall be appointed from staff personnel assigned by the City's chief executive officer.

c) Duties and Powers

1. (aa) The Commission shall solicit applications for arts events, review and hear requests for funding, schedule interviews, and adopt guidelines and criteria for applicants requesting funding. The Commission will advise the City Council on the expenditure of the hotel/motel tax allocation for the arts. The Arts Commission Chairman, or an alternate representative as designated by the chairman, shall attend all City Council workshops and meetings at which Arts Commission issues are discussed or considered.

   (bb) The Commission may also seek and administer funding by state, federal, and private grants, gifts, and admission fees as provided herein. They may also decline acceptance of any state, federal, private grant, donation or gift which is subject to terms or conditions which are not acceptable to or performable by the Commission.

   (cc) The Commission may itself produce and promote a cultural/arts event or projects in addition to and apart from its role as a funding source for Arts Commissions Grants to other groups and individuals. Events or projects may also include a public permanent art component.

2. The Chairperson shall preside at all meetings. The Chairperson shall decide on all points of order or procedure in accordance with these rules and regulations and the Scott, Foresman Roberts Rules of Order, the most current edition. All letters of transmittal from the Commission to the City Council shall be over the signature of the Chairperson.

3. The secretary shall be the custodian of the minutes and other official records, shall attend to the correspondence of the Commission, and shall cause such notices to be given as are required and in the manner prescribed by law.

4. The Committee shall submit their Annual Advisory Report along with a presentation to the City Council prior to Council's budget consideration, every June of each year.

5. The Arts Commission will keep the City Council informed of all activities throughout the year.

d) Mission Statement

The Mission of the Arts Commission of the City of Duncanville shall advise City Council to consider:

1. To develop community arts program that will enhance tourism and hotel/motel use, through the arts;

2. To encourage an increase in quality arts programs available to the citizens of the City of Duncanville;

3. To stimulate an interest in the local arts of all cultures and minority groups especially ensuring access for seniors and disabled citizens;

4. To encourage exposure to the arts for school-age citizens;

5. To preserve and develop the arts and to maximize the quality of the arts and their contributions to our City's culture;

6. To recommend the equitable distribution of resources from the public and private sectors necessary to accomplish the mission; and

7. To produce and promote activities which accomplish this mission.

Sec. 2-101. Animal Control/Tri-Cities Animal Shelter Board

The City of Duncanville entered into an interlocal agreement by and among City of Desoto and Cedar Hill for the use of the Tri-City Animal Shelter. The City Council shall appoint one (1) member of the Tri-City Animal Shelter Board to serve a two-year term. The duties of the board are established by the Interlocal Agreement and shall govern its proceedings herein.

Sec. 2-102. Community Engagement Advisory Board

a) The Community Engagement Advisory Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Community Engagement Advisory Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Community Engagement Advisory Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Communications and Marketing Administrator or Specialist shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-103. Library Board

a. The Library Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Library Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Library Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Library Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-104. Parks and Recreation Board

a. The Parks and Recreation Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Parks and Recreation Board shall consist of seven (7) members, appointed for two-year terms. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Parks and Recreation Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Parks and Recreation Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-105. Planning and Zoning Commission

a) There is hereby created a city planning and zoning commission consisting of seven regular members, each of which is appointed by the City Council and serves for a term of two years.
b) The city council may remove a commission member for cause on a written charge after a public hearing. A vacancy on the commission shall be filled for the unexpired term.
c) The planning and zoning commission, which shall also be known as the city plan commission, shall exercise the powers authorized by chapter 211 of the Local Government Code and by appendix A, the zoning ordinance, to this Code.
d) In connection with the adoption of amendments to the comprehensive zoning ordinance and zoning map, when directed by the City Council by resolution duly adopted by the City Council, the city planning and zoning commission and City Council may hold a joint hearing, or hearings, as authorized by V.T.C.A. Local Government Code, § 211.007(b). All notices required to be given by section 211.006(a) and section 211.007(c) shall be given and provided for prior to such public hearing or hearings.
The city council shall not take action until it has received the final report of the city plan commission.

Sec. 2-106. Zoning Board of Adjustment

See Chapter 23, Article 5, Section 5.03 City of Duncanville Code of Ordinances which govern the establishment, membership, vacancies and authority of the board.

Sec. 2-107. Neighborhood Vitality

Reserved.

Sec. 2-108. Keep Duncanville Beautiful

a) The Keep Duncanville Beautiful Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our

community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Keep Duncanville Beautiful Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Parks and Recreation Superintendent or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-109. Sign Board

(a) Creation. There is hereby established a *sign* control *board* consisting of seven members.

(b) Qualifications. Members shall be residents of the city and/or business or property owners, and registered voters.

(c) Term. Members shall be appointed by the City Council for a period of two years. A member shall be eligible for reappointment but may not serve in excess of six consecutive years unless a longer term is approved by the City Council. In the event of a vacancy, the City Council shall appoint a member to serve the unexpired term. In the event a replacement or reappointment has not been made at the end of a member's designated term, said member will continue to serve until reappointed or replaced. Members may be removed for cause by the City Council.

(d) Compensation. Members shall serve without compensation.

(e) Quorum. A majority of members, which is four members, shall constitute a quorum. In the event of the absence of the chairman and vice-chairman, the four members constituting the quorum shall elect for that meeting a member to preside as acting chairman and assume the duties of chairman.

(f) Voting. All motions shall be decided by a simple majority of the members present. A tie vote shall constitute failure of the motion.

(g) Meetings. All meetings shall be open to the public. The *board* shall establish the dates, time and place of meetings.

(h) Records. All proceedings of the *sign* control *board* shall be recorded in minutes of meetings and such minutes approved and made a matter of public record.

(i) Powers and duties. The *sign* control *board* shall have the following powers and perform the following duties:

(1) The City Council authorizes the *sign* control *board* to sit as a *board* of appeals in public hearings with regard to this chapter. In considering requests for variances from this chapter, the *sign* control *board* shall have the following powers and perform the following duties:

a. Consider, but not limited to:

1. The degree of variance,

2. Reason(s) for variance,

3. Location of variance,

4. Duration of variance,

5. Effect of the variance on public safety,

6. Protection of neighborhood property,

7. Degree of hardship or injustice involved,

8. Proximity of existing nonconforming *signs* to the location of the requested variance, as well as the height and area of such *signs*, and

9. The effect of the variance on the general plan for signage within the city.

b. The *sign* control *board* shall:

1. Grant the variance requested, or

2. Grant a variance of lesser nature than requested, or

3. Deny the variance requested.

(2) All action on variance requests shall be submitted to the City Council for review, and such decisions of the *board* shall become final unless reversed or modified by the City Council at the second regular City Council meeting following the *sign* control *board* meeting at which formal action was taken by the *board*. In reviewing the action of the *board*, or variance requests, the City Council shall consider the records made at the hearing before the *sign* control *board*.

(3) The *sign* control *board* may conduct continuing studies of *sign* ordinances in neighboring municipalities as well as other cities where such study will assist in upgrading the function of signage within the city and make recommendations to the City Council where appropriate.

(4) The *sign* control *board* may conduct a review of all nonconforming *signs* and variances granted and determine their desirability and effects upon the neighborhood and city and make recommendations to the City Council where appropriate.

(5) The *sign* control *board* may evaluate the benefits and disadvantages of new *signing* techniques.

(6) The *sign* control *board* may discuss the planning of signage in new or existing developments upon request of the developer.

(7) The *sign* control *board* shall conduct studies and prepare opinions or general plans as requested by the city council.

(8) The *sign* control *board* shall perform any duties specified elsewhere in this chapter.

(9) The *sign* control *board* may, from time to time, recommend to the City Council any changes or amendments to this chapter.

(10) Requests for placement of permanent *signs* on property owned by the city may only be considered by the City Council.

(11) In any case in which a permitted *sign* has been erected and is found by the building official to be unacceptable with regard to its construction or appearance, the building official may refer the matter to the *sign* control *board*, which shall determine whether the *sign* may remain as erected, must be changed, or must be removed.

Sec. 2-110. Duncanville Community and Economic Development Corporation

Reserved.

Sec. 2-111. Duncanville Civil Service Commission

The Civil Service Commission of the City of Duncanville shall consist of three (3) regular members appointed by the City Manager and confirmed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by Chapter 43, Sections 143.001 et seq of the Texas Local Government Code.

Sec. 2-112. Multicultural Commission

a. There is hereby created the Multicultural Commission to be an advisory committee created to provide the community citizen participation and engagement

b. That the Multicultural Commission will be created for the purpose of establishing a partnership with the community to have the most engaged citizenry in America; developing an image as a family-oriented community locally and regionally; developing a brand for the community focusing on the goal creating a sustainable multicultural community to enhance sports, tourism and community cooperation and developing ways to encourage all citizens to become more engaged in Duncanville; promote citizen participation and engagement in government; and to foster cooperative relationships among citizens in order to fulfill the needs and desires of Duncanville's diverse community.

c. That the Multicultural Commission shall consist of twelve (12) members, appointed for staggered two-year terms. Board members must be residents of the City of Duncanville which shall have a minimum of three African American, three Latinx and three women. The twelve-member board shall serve staggered two-year terms; the City Council shall appoint five two-year terms and four one-year terms; thereafter all members shall be appointed to two-year terms.

d. Continuance of membership on the Partnership shall be contingent upon regular attendance at Partnership meetings as provided by the Code of Ordinances.

e. Each year at the first meeting after newly named appointees have been seated on the Multicultural Commission the Board shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as Partnership liaison, who shall serve as an ex-officio member and secretary. Officers may be reelected as long as they remain on the Board.

f. This Partnership shall establish a time and date for Partnership meetings and adopt procedures for these meetings. The Partnership can hold as many meetings as

necessary to complete its purpose, but shall hold at least six meetings per year. The members of the Board may meet as an executive committee of three members to focus on issues for the African American, Latinx and woman on specific project and/or issues for recommendations to the Board or City Council.

g. The President shall preside over meetings of the Board, and shall represent the Partnership before the City Council or City Administration on matters which have majority vote approval of the Partnership. The President shall also establish such committees as are necessary for the conduct of the Partnership's business.

h. The Vice President shall assist the President in directing the affairs of the Partnership. In the absence of the President, the Vice President shall assume the duties of the President.

Sec. 2-113 through 2-149 Reserved

Sec. 2-150. Appointments to all boards and commissions.

Members and alternate members of the Arts Commission, Animal Control/Tri-Cities Animal Shelter Board, the Community Engagement Advisory Board, Library Board, Parks and Recreation Board, Planning and Zoning Commission, Zoning Board of Adjustment, Neighborhood Vitality, Keep Duncanville Beautiful, Sign Board, Duncanville Community and Economic Development Corporation, Duncanville Civil Service Commission, and the Multicultural Commission shall be appointed and serve in accordance with the following procedures:

A. Members and alternate members shall be appointed by the City Council for a term of two years with an effective date of September 1.
B. Each member of a board or commission shall serve until the appointment of a successor member of such board or commission by the City Council, or until the City Council accepts his/her resignation. A vacancy in an unexpired term shall be filled by the City Council for the remainder of the term.
C. No member or alternate member of such boards or commissions shall be eligible to serve for more than three consecutive two-year terms. Service of a partial term shall not disqualify a person from serving three consecutive two-year terms. The City Council, by unanimous vote, may waive the three successive full-term limitation.
D. At the request of any member of the City Council, candidates may be interviewed by members of the City Council at a workshop meeting specially called for such purpose. Board and commission interview guidelines will be established by resolution of the City Council. Upon completion of the interviews, the City Council will meet and discuss applications.
E. Once board and commission appointments have been completed the City Council will meet with each board and commission to discuss goals and objectives.

Sec. 2-151 Qualifications for service on all boards and commissions.

The following requirements are hereby established for service on a board or commission:

A. Members of the planning and zoning commission, board of adjustment, park and recreation advisory board, library advisory board, and Duncanville Community and Economic Development Corporation (4B board) shall be residents of the city and registered voters.
B. Members of the sign control board and Keep Duncanville Beautiful Board shall be residents of the city and/or business or property owners, and registered voters.
C. Members of the regional animal shelter board shall be registered voters.
D. Members of all boards and commissions shall not be delinquent in the payment of ad valorem taxes, except for the duration of a timely protest in accordance with law, and shall not be delinquent in the payment of any fine owing to the city.
E. Council shall strive to appoint a board or commission member from each district and at-large council place."

SECTION 3. *Severability.* If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any persons or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

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

SECTION 5. *Savings Clause.* All rights and remedies of the City are expressly saved as to any and all violations of the provisions of any ordinances affecting dangerous and substandard buildings within the City which are pending or have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts. Any persons serving on any boards or commission provided in this Ordinance shall continue to service until their respective terms expire, they resign and their replacement and appointment.

SECTION 6. *Effective Date.* This Ordinance shall become effective from and after its date of passage in accordance with law.

SECTION 7. *Open Meeting.* It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 20th day of September, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

CITY OF DUNCANVILLE TEXAS

RESOLUTION NO. 2017-052

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, REPEALING RESOLUTION 2015-020326 PREVIOUSLY ADOPTED AND REPLACING IT WITH RESOLUTION NO. 2017-052 ESTABLISHING THE NEIGHBORHOOD VITALITY COMMISSION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, the City Council passed Resolution No. 2015-020326, establishing the Duncanville Neighborhood Vitality Commission, with a Sunset Provision of August 30, 2017; and

WHEREAS, the City Council desires the Neighborhood Vitality Commission to remain a viable commission and continue the positive initiatives begun by the Commission; and

WHEREAS, the City Council also desires to amend the mission and structure of the Neighborhood Vitality Commission; and

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

SECTION 1. That the City Council of the City of Duncanville does hereby repeal and replace Resolution 2015-020326, with this Resolution 2017-052 to establish the Duncanville Neighborhood Vitality Commission.

SECTION 2. That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

SECTION 3. That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's-1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; serve as members of the Duncanville Land Bank Board; and to seek ways to further the City Council goal of creating high quality neighborhoods and parks.

SECTION 4. That the Duncanville Neighborhood Vitality Commission shall consist of seven (7) members; with three (3) members serving until August 30, 2018

and four (4) members serving until August 30, 2019; and then staggered terms thereafter. Commission members must be residents of the City of Duncanville.

SECTION 5. Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

SECTION 6. Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re- elected as long as they remain on the Commission.

SECTION 7. This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

SECTION 8. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

SECTION 9. The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

SECTION 10. The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

SECTION 11. This resolution shall become effective immediately upon its passage.

TM88077

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of July, 2017.

APPROVED:

David L. Green

David L. Green, Mayor

ATTEST:

Kristin Downs for

Mary E. Jones, City Secretary

APPROVED AS TO FORM:

Alexis M. Allen, w/ permission

Robert E. Hager, City Attorney

TM88077

Exhibit A

RESOLUTION NO. 2015-020326

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ESTABLISHING THE DUNCANVILLE NEIGHBORHOOD VITALITY COMMISSION, WITH A SUNSET PROVISION OF AUGUST 30, 2017; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, City Council came together as a team and developed a framework for the City of Duncanville that, like the organizational framework, will stand the test of time and keep the City of Duncanville guided on a path towards a future that previously was unobtainable. The cornerstone of this framework includes the following **Mission Statement**: *Build a vibrant, inclusive community, driven by a commitment to democratic principles and service above self; and*

WHEREAS, the Council also adopted a set of **values** that act as the 'lenses' through which any and all strategic, public-policy actions must be viewed and carried out. These values are: *Honesty, Fairness, Integrity, Service above Self, Accountability, Transparency; and*

WHEREAS, the Council also adopted **Four Pillars** that support the Mission Statement and serve to frame future Council decision-making and organizational action to achieve the long-term mission that will see Duncanville to its bright and vibrant future: These four pillars are: *(1) Most engaged citizens in America; (2) Best housing values in Texas; (3) Be the basketball capital of Texas; (4) Be the "edutainment" capital of Texas; and*

WHEREAS, the Council also adopted **Five Bold Steps** to achieve the Four Pillars: *(1) Develop a virtual reality park, including an iDome; (2) Engage 6% of the population (2340) in conversations; (3) Develop a marketing plan to brand Duncanville as the "City of Champions," including a national sports brand partnership; (4) Preserve the character of the 1940's and 50's neighborhoods to ensure sustainable housing values for all citizens; (5) Develop a "forward-thinking" FY 2020 communication plan; and*

WHEREAS, the City Council actively encouraged its' citizenry to participate in the Boards & Commission application process to create an inclusive voice for Duncanville's multi-cultural community. Through a diverse and inclusive voice from our Boards and Commissions, the City Council hopes to bridge the gap between Citizen and City Council, forging the future of Duncanville; and

Exhibit A

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

Section 1: That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

Section 2: That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's – 1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; and serve as members of the Duncanville Land Bank Board.

Section 3: That the Duncanville Neighborhood Vitality Commission shall consist of five (5) members, appointed for a two year term to expire August 30, 2017. Commission members must be residents of the City of Duncanville.

Section 4: Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

Section 5: Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re-elected as long as they remain on the Commission.

Section 6: This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

Section 7: The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

Section 8: The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote

approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

Section 9: The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

Section 10: This resolution and commission will expire on August 30, 2017 unless extended by action of the City Council.

Section 11: This resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 3rd day of February, 2015.

CITY OF DUNCANVILLE, TEXAS

ATTEST:

Mary E. Jones, City Secretary

APPROVED:

David L. Green, Mayor

APPROVED AS TO FORM:

Robert Hager, City Attorney

CITY OF DUNCANVILLE - BOARDS & COMMISSIONS

OFFICIAL LIST

UPDATED AS OF **Wednesday, January 31, 2024**

FOR CITY USE ONLY

City Councilmembers - 1st & 3rd Tuesday, 6:00 PM

Council Member	Title	Term Expires
Barry L. Gordon	Mayor	2024
DeMonica Gooden	At-Large	2025
Joe Veracruz	District 1	2025
Don McBurnett	District 2	2024
Jeremy Koontz	District 3	2025
Karen Cherry	District 4	2024
Greg Contreras	District 5	2025

NOTE: RESOLUTION 2015-020332 RESCINDED THE REQUIREMENT FOR BOARD AND COMMISSION MEMBERS TO BE REGISTERED VOTERS

City Planning & Zoning Commission - 2nd & 4th Monday (AS NEEDED); 7:00 PM , City Council Chambers

Staff Liaison: Nathan Warren, Senior Planner

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Alex J Wheeler	November, 2022		August, 2024	
Carolyn Thompson	March, 2023		August, 2024	
Brenda O'Brien	August, 2023		**August, 2025**	
D. Bailey Wynne	August, 2023		**August, 2025**	
Elias Rodriguez, Vice-Chair	August, 2023		**August, 2025**	
Jarred Davis, Chair	March, 2021		August, 2024	
Yolanda Columbus	August, 2023		August, 2024	

Zoning Board of Adjustment - 2nd & 4th Tuesday (AS NEEDED); 7:00 PM City Council Chambers

Staff Liaison: Kurt Kasson , Building Official

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Mr. Bobby Lydia	August, 2019		August, 2024	
Lewis Fulbright	August, 2021		August, 2024	
Stephanie Rutherford	August, 2019		August, 2024	
Terry Popham	August, 2023		**August, 2025**	
LaVaughn Washington	August, 2023		**August, 2025**	
Alt. #1 - Vacant				
Alt. #2 - Vacant				

Park & Recreation Advisory Board, 2nd Monday, 6:30 PM, Council Briefing Room

Staff Liaison: Bart Stevenson, Director of Parks & Recreation

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Kim Malone	March, 2016	7/13/1905	August, 2024	
Calvin Wells	August, 2022	August, 2022	August, 2024	
Mary (Beth) Farrell	November, 2018		August, 2024	
Joneice Preston	August, 2023		**August, 2025**	
Ralo Thompson	August, 2023		**August, 2025**	
Pamela Rogers	August, 2023		**August, 2025**	
VACANT			**August, 2025**	

Library Advisory Board, 1st Thursday of Every Other Month, 6:30 PM Conference Room - 201 James Collins Blvd.

Staff Liaison: Julio Velasquez, Library Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Cindy Clinton	March, 2019		August, 2024	
Jan Knoll		August, 2022	August, 2024	
Shanna Gable	August, 2020		August, 2024	
Barbara Boddie	August, 2020		August, 2024	
Janet Martinez Aguilar	August, 2023		**August, 2025**	
Michael Chrietzberg	August, 2023		**August, 2025**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	

Sign Control Board, Thursday following 2nd & 4th Tuesday (AS NEEDED), 7:00 PM, City Council Chambers

Staff Liaison: Kurt Kasson, Building Official

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Carolyn Cardoza	August, 2022	August, 2022	August, 2024	
Zebulon Williams	August, 2022	August, 2022	August, 2024	
H . Louise Utley	August, 2023		**August, 2025**	
Howard Fields	August, 2023		**August, 2025**	
VACANT			**August, 2024**	
VACANT			**August, 2025**	
VACANT			**August, 2025**	

Duncanville Community & Economic Development Corporation (DCEDC) Board, Every 4th Monday, 6:00 PM, Briefing Room

Staff Liaison: Agustin G. Garcia, Economic Development Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Marlon Goff - Commercial real estate	July, 2022	July, 2022	August, 2024	
VACANT			**August, 2024**	
Kenneth Govan - eco devel	November, 2016	November, 2018	August, 2024	
Charles Reed - chief exe officer/chief operating officer	August, 2023		**August, 2025**	
Donella Payne - CEO - COO	August, 2023		**August, 2025**	
Tonya Savage - attorney	August, 2023		**August, 2025**	
Gregory Zylka - engineer	?	July, 2022	August, 2024	

TIF (Tax Increment Financing Reinvestment Zone Number One) - Meeting Date: As Needed, Annual Meeting in November, Briefing Room

Ordinance 2295 was approved by City Council on Dec 20, 2016 establishing the TIF Board of Directors that shall consist of five members. The board of directors of the TIF shall be appointed by City Council and will meet the eligibility requirements

Staff Liaison: Agustin G. Garcia, Economic Development Director

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
Marlon Goff	August, 2023		**August, 2025**	
VACANT	August, 2022		**August, 2024**	
Kenneth Bain	August, 2022	August, 2022	August, 2024	
Michael Grace, Chair	August, 2023		**August, 2025**	
VACANT			**August, 2025**	

Keep Duncanville Beautiful Board, Every 3rd Monday of the month, 7:00PM Briefing Room

Per Resolution 2015-020329, the City Council shall appoint citizens who express a willingness to actively participate in keeping the City of Duncanville clean and who are willing to educate and encourage others regarding the importance of

Staff Liaison: Tyler Agee, Assistant Director of Parks and Recreation

Board Member	Original Appt Date	Appointed to Board	Term Expires	District
VACANT	August, 2022	August, 2022	August, 2024	
VACANT			August , 2024	
Diane Dillard, Chair	August, 2023		**August, 2025**	
Jim Gilbert	August, 2023		**August, 2025**	
VACANT			August, 2024	
Cozea Stephens	August, 2023		**August, 2025**	
Justin Reece Edwards, Vice- Chair	August, 2023		**August, 2025**	

Duncanville Neighborhood Vitality Commission, Fourth Wednesday, 7:00 PM, Council Briefing Room

RESOLUTION NO. 2017-052 ESTABLISHING THE NEIGHBORHOOD VITALITY COMMISSION; shall consist of seven (7) members; with three (3) members serving until August 30, 2018 and four (4) members serving until August 30, 2019; and then

Staff Liaison: VACANT

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District	Registered Voter	Address	Telephone Numbers	E-mail Address
Robert Romero	August, 2022	August, 2022	August, 2024					
Jennifer Lott Hagler	August, 2022	August, 2022	August, 2024					
Melanie Clay	August, 2022	August, 2022	August, 2024					
Celee Stephens			**August, 2025**					
VACANT			**August, 2025**					
VACANT			**August, 2025**					
VACANT			**August, 2025**					

Civil Service Commission, Meets once in January each year and as needed 8:00 a.m. (Law states you are not allowed to serve on the Civil Service Board and another B&C Board at the same time) , Briefing

Staff Contact: Todd Siegel, Human Resources Director - 3 year term

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Doug Sisk	2023		Oct-26	

Nigel Robinson	August, 2020		Oct-24	4
Lia Polk	18-Oct-16	3rd and final term	Oct-25	2

Regional Animal Shelter Board (3 year terms) Meet quarterly As Needed , at 6:30 PM, Tri-City Animal Shelter, 1150 East Pleasant Run Road, Cedar Hill, Texas 75104

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
City Council Liaison: Mark LiVigni, City of Duncanville Chief of Police				
Dr. Caroline Brown - DVM	20-Jun-23		19-Jun-25	
Stacy Copeland - Animal Welfare	20-Jun-23		19-Jun-25	
Tammy Miller - Animal Services Manager	20-Jun-23		19-Jun-25	
Chris Rose - Cedar Hill At-Large	20-Jun-23		19-Jun-25	
Richard Rogers - Desoto At-Large	20-Jun-23		19-Jun-25	
Laura Bowers - Duncanville At-Large	20-Jun-23	ACTIVE	19-Jun-25	
VACANT - Municipal Official (LiVigni Retired)	20-Jun-23		N/A	N/A

Audit Committee - Appointed at meeting following the canvassing of the election each year. Meets at least twice a year. Briefing Room

Staff Contacts: City Secretary's Office & Dennis Baldwin, Interim Managing Director of Finance Services

Committee Member	Appointed to Board	Term Expires	District
VACANT			
James Talley, CPA			1
Karen Cherry-Brown, City Council			
Greg Contreras, City Council			
Don McBurnett - Chair			

Veterinary Health Officers - NOT CONSIDERED A BOARD OR COMMISSION

	Original Appt Date	Term Expires
Dr. Chris Gleason	N/A	N/A
Dr. Donna Fuller	N/A	N/A

City Judges - NOT CONSIDERED A BOARD OR COMMISSION - CONTRACTUAL --Appointed and Approved by City Council by Ordinance and Contracts are for two year terms.

Judge	Contract Effective	Renewed	Contract Expires
John B. Rizo, Sr.	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025
Kathy A. Austin	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025
Anthony P. Eiland	1/31/2019 - 1/31/2023	2/1/2023	2/1/2025

NOTE: According to State law, the City Judge is appointed for a two year term. According to Coco Alvarez, Secretary of State's Office, a Statement of Appointed Officer and Oath of Office must be taken for each term served.

Arts Commission, (4th Tuesday) - (Now Separate from Multicultural Commission as of _____)

The Arts Commission of the City of Duncanville shall consist of seven (7) regular members appointed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed

Staff Liaison: Alex Hamby, PIO - 3 Year Terms

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Mary Ann Taylor			August, 2026	
Amy Jackson			August, 2026	
Donald Browning			August, 2026	
Sarah Macias	March, 2023	3/21/2023	August, 2026	
Tiffiney Wyatt	November, 2022	11/15/2022	August, 2025	
Ron Thompson, Chair	November, 2022	11/15/2022	August, 2025	
Angela Thorpe-Harris	November, 2022	11/15/2022	August, 2025	
Tim Perry, Vice- Chair	November, 2022	11/15/2022	August, 2025	
Anne Perry	November, 2022	11/15/2022	August, 2025	

Multicultural Commission

The Multicultural Commission will be created for the purpose of establishing a partnership with the community to have the most engaged citizenry in America; developing an image as a family-oriented community locally and regionally; developing

Staff Liaison: TBA

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Homer Fincannon	March, 2023	3/21/2023	August, 2025	
Nancy Gutierrez	March, 2023	3/21/2023	August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2025	
VACANT			August, 2026	

VACANT			August, 2026	
VACANT			August, 2026	
VACANT			August, 2026	
VACANT			August, 2026	

Community Engagement Advisory Board, (4th Wednesday) - (Now Separate from Multicultural Commission as of _____)

The Community Engagement Advisory Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that

Staff Liaison: Alex Hamby, PIO - 2 Year Terms

Commission Member	Original Appt Date	Appointed to Board	Term Expires	District
Thomas Lackey	August, 2023		**August, 2025**	
Linda Lydia	March, 2023		August, 2025	
Joseph Cole	November, 2022		August, 2024	
Mari Vega	August, 2023		**August, 2024**	
VACANT			August, 2024	
Gianni LaBarba	August, 2023		**August, 2025**	
Bridget Nevels	August, 2023		**August, 2025**	

Arts Commission Meet 4th Tuesday of each month
Consist of nine (9) regular members appointed by the City Council – serve three-year terms

- To develop community arts program that will enhance tourism and hotel/motel use, through the arts;
- To encourage an increase in quality arts programs available to the citizens of the City of Duncanville;
- To stimulate an interest in the local arts of all cultures and minority groups especially ensuring access for seniors and disabled citizens;
- To encourage exposure to the arts for school-age citizens;
- To preserve and develop the arts and to maximize the quality of the arts and their contributions to our City's culture;
- To recommend the equitable distribution of resources from the public and private sectors necessary to accomplish the mission; and
- To produce and promote activities which accomplish this mission.

Audit Committee Meeta a minimum of two (2) times per year
Consists of three or more members appointed by the City Council. [three (3) of which are City Council members] [two (2) of which are regular members, not staff or City Council] - Serve three-year terms.

- Advise the City Council and management on the selection of the independent auditor.
- Serve as an independent and objective party to monitor the City's financial and compliance reporting process and internal controls system.
- Review and appraise the audit efforts of the City's independent auditor.
- Provide an open avenue of communication among the independent auditor, financial and senior management, and the Duncanville City Council.

Civil Service Commission Meet as needed

Community Engagement Advisory Board Meets 4th Wednesday of each month
Consists of sever (7) members appointed by City Council – serves two-year terms

- Collaborate to advise and create opportunities to strengthen our community.
- The Board recommends policies, procedures and practices that support the City of Duncanville.

DCEDC (Duncanville Community & Economic Development Corporation
Meets 4th Monday of each month at 6:00 pm
Consist of seven (7) members appointed by City Council. Serve staggered terms.

- Serve as a catalyst for community development and economic opportunity.
- Holds public hearings about proposed economic development and community-enhancement programs and projects.
- Makes recommendations to the City Council regarding those programs and projects and the expenditure of 4B sales tax funds.

All persons appointed as members shall be from one (1) or more of the following professional affiliations or disciplines:

Commercial Real Estate	Economic Development
Business Banking	Architect
Financial Services	Engineer
Certified Public Accounting	Developer
Chief Executive Officer/Chief	Land Planner
Operating Officer	Economist
Lawyer	Citizen

No more than two (2) members shall be from any single category, affiliation or discipline. No more than one (1) member of the Board may be appointed as a citizen member who does not possess the affiliation or discipline qualification as set forth in this subsection. Also, three (3) directors shall be persons who are not employees, officers of the City or members of the City Council.

Keep Duncanville Beautiful Board Meets 3rd Monday of each month at 7:00 pm

No limit to the number of appointed by City Council – serves staggered two-year terms

- Attend monthly board meeting
- Participate in the annual KDB Cleanup Day held in conjunction with the Texas Trash Off event
- Attend an orientation for KDB
- Attend annual board retreat / workshop
- Review the Keep Texas Beautiful Manual
- Attend a Keep Texas Beautiful Basic Training Workshop
- Represent KDB at other organization meetings and events
    - A genuine interest in the mission of the organization and its stated focus of litter prevention, beautification, and community improvement
    - Experience in, and / or knowledge of business operations, media, public relations, special events, economic development, education, gardening, or other similar areas
    - Four (4) hours per month to work on the Board's purpose and attend monthly board meetings.

Library Advisory Board Meets 1st Thursday of even-numbered months at 6:30 pm

- Advise the City Council and city administration on present and future needs of the library
- Advise the City Council and city administration on matters relating to library fees and policies

Multicultural Commission

- Establishing a partnership with the community to have the most engaged citizenry in America
- Developing an image as a family-oriented community locally and regionally
- Developing a brand for the community focusing on the goal creating a sustainable multicultural community to enhance sports, tourism and community cooperation and developing ways to encourage all citizens to become more engaged in Duncanville
- Promote citizen participation and engagement in government
- To foster cooperative relationships among citizens in order to fulfill the needs and desires of Duncanville’s diverse community

Neighborhood Vitality Commission Meets 4th Wednesday of each month at 7:00 pm
Consist of seven (7) members appointed by City Council. Serve staggered two-year terms.

Parks and Recreation Advisory Board Meets 2nd Monday at 6:30 pm

Planning and Zoning Commission Meets 2nd and 4th Monday at 7:00 pm (as needed)

Sign Control Board Meet 2nd and 4th Thursday of the month at 7:00 pm

- Studies and reviews the sign control ordinance when requested to do so
- Makes recommendations to the City Council for changes to be made in the sign ordinance.
  - Consider variance requests using public safety, neighborhood preservation, and hardship as factors.
  - To periodically review all non-conforming signs as well as the previous variances granted to determine their desirability and effects upon the neighborhoods and city as a whole.
  - Make recommendations to the City Council.
  - To act as an advisory board to the City Council.
  - Study other cities' sign ordinances and new sign techniques, periodically making recommendations to amend the sign ordinance.

TIF Board Called as needed and an annual meeting each November
Consist of five (5) members appointed by City Council. Serve staggered two-year terms

- Make recommendations to the Council concerning the administration of the Zone.
- Prepare and adopt a project plan and reinvestment zone financing plan to present to Council for approval.
- Posssess all powers necessary to prepare, implement, and monitor such project plan and financing plan, and will submit an annual report on the status of the Zone.

Zoning Board of Adjustments Meets 2nd and 4th Thursday of each month at 7:00pm
Consists of nine (9) members appointed by City Council. Serve staggered two-year terms.

- Conducts public hearings regarding deviation from zoning ordinances
- Makes decisions in the zoning deviation for or against the change, which can only be overruled by the district court
- Rules on the correctness of the building official's interpretation of the zoning ordinance when questioned by City Council or citizens

Responsible for hearing and deciding appeals of:

- The requirements of building, electrical, plumbing, mechanical, and housing codes as written.
- Orders, decisions, or determinations made by the Building Official relative to the application and interpretation of these codes.
- Provisions of the Zoning Ordinance.
- Other requirements as may be specified by city ordinance.

ORDINANCE NO. 2454

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 'ADMINISTRATION', BY REPEALING ARTICLE I. 'IN GENERAL' SECTIONS 2-1, 2-2, 2-3 AND 2-4 AND RESERVE FOR FUTURE USE; BY ADDING NEW ARTICLE V 'BOARDS AND COMMISSIONS' TO PROVIDE FOR LIST OF DIFFERENT BOARDS, APPOINTMENTS, QUALIFICATIONS, ESTABLISHMENT, MEMBERSHIP AND OTHER DUTIES; PROVIDING A PENALTY CLAUSE; AND PROVIDING SEVERABILITY, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES.

WHEREAS, the City of Duncanville, Texas (the "City") desires to amend their Administration of different boards; and

WHEREAS, the City Council finds that it is necessary to amend the current provisions for the administration of the boards of the City of Duncanville.

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

SECTION 1. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by repealing Article I "In General", Sections 2-1, 2-2, 2-3 and 2-4 and reserve for future use to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

Sec. 2-1. through 2-4 (Reserved)"

SECTION 2. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by adding Article V. Boards and Commission, to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

. . . . .

ARTICLE V. BOARDS AND COMMISSIONS

Sec. 2-100. Arts Commission

a) Organization

The Arts Commission of the City of Duncanville shall consist of nine (9) regular members appointed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by all City Council Ordinances relating to the Duncanville Arts Commission.

b) Officers

A Chairperson and Vice Chairperson shall be elected annually from among the Commission's membership at the first meeting in October and at such times as these offices become vacant. In the absence of both the Chairperson and the Vice Chairperson, the Commission shall elect an Acting Chairperson. A secretary shall be appointed from staff personnel assigned by the City's chief executive officer.

c) Duties and Powers

1. (aa) The Commission shall solicit applications for arts events, review and hear requests for funding, schedule interviews, and adopt guidelines and criteria for applicants requesting funding. The Commission will advise the City Council on the expenditure of the hotel/motel tax allocation for the arts. The Arts Commission Chairman, or an alternate representative as designated by the chairman, shall attend all City Council workshops and meetings at which Arts Commission issues are discussed or considered.

   (bb) The Commission may also seek and administer funding by state, federal, and private grants, gifts, and admission fees as provided herein. They may also decline acceptance of any state, federal, private grant, donation or gift which is subject to terms or conditions which are not acceptable to or performable by the Commission.

   (cc) The Commission may itself produce and promote a cultural/arts event or projects in addition to and apart from its role as a funding source for Arts Commissions Grants to other groups and individuals. Events or projects may also include a public permanent art component.

2. The Chairperson shall preside at all meetings. The Chairperson shall decide on all points of order or procedure in accordance with these rules and regulations and the Scott, Foresman Roberts Rules of Order, the most current edition. All letters of transmittal from the Commission to the City Council shall be over the signature of the Chairperson.

3. The secretary shall be the custodian of the minutes and other official records, shall attend to the correspondence of the Commission, and shall cause such notices to be given as are required and in the manner prescribed by law.

4. The Committee shall submit their Annual Advisory Report along with a presentation to the City Council prior to Council's budget consideration, every June of each year.

5. The Arts Commission will keep the City Council informed of all activities throughout the year.

d) Mission Statement

The Mission of the Arts Commission of the City of Duncanville shall advise City Council to consider:

1. To develop community arts program that will enhance tourism and hotel/motel use, through the arts;

2. To encourage an increase in quality arts programs available to the citizens of the City of Duncanville;

3. To stimulate an interest in the local arts of all cultures and minority groups especially ensuring access for seniors and disabled citizens;

4. To encourage exposure to the arts for school-age citizens;

5. To preserve and develop the arts and to maximize the quality of the arts and their contributions to our City's culture;

6. To recommend the equitable distribution of resources from the public and private sectors necessary to accomplish the mission; and

7. To produce and promote activities which accomplish this mission.

Sec. 2-101. Animal Control/Tri-Cities Animal Shelter Board

The City of Duncanville entered into an interlocal agreement by and among City of Desoto and Cedar Hill for the use of the Tri-City Animal Shelter. The City Council shall appoint one (1) member of the Tri-City Animal Shelter Board to serve a two-year term. The duties of the board are established by the Interlocal Agreement and shall govern its proceedings herein.

Sec. 2-102. Community Engagement Advisory Board

a) The Community Engagement Advisory Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Community Engagement Advisory Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Community Engagement Advisory Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Communications and Marketing Administrator or Specialist shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-103. Library Board

a. The Library Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Library Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Library Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Library Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-104. Parks and Recreation Board

a. The Parks and Recreation Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Parks and Recreation Board shall consist of seven (7) members, appointed for two-year terms. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Parks and Recreation Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Parks and Recreation Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-105. Planning and Zoning Commission

a) There is hereby created a city planning and zoning commission consisting of seven regular members, each of which is appointed by the City Council and serves for a term of two years.
b) The city council may remove a commission member for cause on a written charge after a public hearing. A vacancy on the commission shall be filled for the unexpired term.
c) The planning and zoning commission, which shall also be known as the city plan commission, shall exercise the powers authorized by chapter 211 of the Local Government Code and by appendix A, the zoning ordinance, to this Code.
d) In connection with the adoption of amendments to the comprehensive zoning ordinance and zoning map, when directed by the City Council by resolution duly adopted by the City Council, the city planning and zoning commission and City Council may hold a joint hearing, or hearings, as authorized by V.T.C.A. Local Government Code, § 211.007(b). All notices required to be given by section 211.006(a) and section 211.007(c) shall be given and provided for prior to such public hearing or hearings.
The city council shall not take action until it has received the final report of the city plan commission.

Sec. 2-106. Zoning Board of Adjustment

See Chapter 23, Article 5, Section 5.03 City of Duncanville Code of Ordinances which govern the establishment, membership, vacancies and authority of the board.

Sec. 2-107. Neighborhood Vitality

Reserved.

Sec. 2-108. Keep Duncanville Beautiful

a) The Keep Duncanville Beautiful Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our

community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Keep Duncanville Beautiful Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Parks and Recreation Superintendent or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-109. Sign Board

(a) Creation. There is hereby established a *sign* control *board* consisting of seven members.

(b) Qualifications. Members shall be residents of the city and/or business or property owners, and registered voters.

(c) Term. Members shall be appointed by the City Council for a period of two years. A member shall be eligible for reappointment but may not serve in excess of six consecutive years unless a longer term is approved by the City Council. In the event of a vacancy, the City Council shall appoint a member to serve the unexpired term. In the event a replacement or reappointment has not been made at the end of a member's designated term, said member will continue to serve until reappointed or replaced. Members may be removed for cause by the City Council.

(d) Compensation. Members shall serve without compensation.

(e) Quorum. A majority of members, which is four members, shall constitute a quorum. In the event of the absence of the chairman and vice-chairman, the four members constituting the quorum shall elect for that meeting a member to preside as acting chairman and assume the duties of chairman.

(f) Voting. All motions shall be decided by a simple majority of the members present. A tie vote shall constitute failure of the motion.

(g) Meetings. All meetings shall be open to the public. The *board* shall establish the dates, time and place of meetings.

(h) Records. All proceedings of the *sign* control *board* shall be recorded in minutes of meetings and such minutes approved and made a matter of public record.

(i) Powers and duties. The *sign* control *board* shall have the following powers and perform the following duties:

(1) The City Council authorizes the *sign* control *board* to sit as a *board* of appeals in public hearings with regard to this chapter. In considering requests for variances from this chapter, the *sign* control *board* shall have the following powers and perform the following duties:

a. Consider, but not limited to:

1. The degree of variance,

2. Reason(s) for variance,

3. Location of variance,

4. Duration of variance,

5. Effect of the variance on public safety,

6. Protection of neighborhood property,

7. Degree of hardship or injustice involved,

8. Proximity of existing nonconforming *signs* to the location of the requested variance, as well as the height and area of such *signs*, and

9. The effect of the variance on the general plan for signage within the city.

b. The *sign* control *board* shall:

1. Grant the variance requested, or

2. Grant a variance of lesser nature than requested, or

3. Deny the variance requested.

(2) All action on variance requests shall be submitted to the City Council for review, and such decisions of the *board* shall become final unless reversed or modified by the City Council at the second regular City Council meeting following the *sign* control *board* meeting at which formal action was taken by the *board*. In reviewing the action of the *board*, or variance requests, the City Council shall consider the records made at the hearing before the *sign* control *board*.

(3) The *sign* control *board* may conduct continuing studies of *sign* ordinances in neighboring municipalities as well as other cities where such study will assist in upgrading the function of signage within the city and make recommendations to the City Council where appropriate.

(4) The *sign* control *board* may conduct a review of all nonconforming *signs* and variances granted and determine their desirability and effects upon the neighborhood and city and make recommendations to the City Council where appropriate.

(5) The *sign* control *board* may evaluate the benefits and disadvantages of new *signing* techniques.

(6) The *sign* control *board* may discuss the planning of signage in new or existing developments upon request of the developer.

(7) The *sign* control *board* shall conduct studies and prepare opinions or general plans as requested by the city council.

(8) The *sign* control *board* shall perform any duties specified elsewhere in this chapter.

(9) The *sign* control *board* may, from time to time, recommend to the City Council any changes or amendments to this chapter.

(10) Requests for placement of permanent *signs* on property owned by the city may only be considered by the City Council.

(11) In any case in which a permitted *sign* has been erected and is found by the building official to be unacceptable with regard to its construction or appearance, the building official may refer the matter to the *sign* control *board*, which shall determine whether the *sign* may remain as erected, must be changed, or must be removed.

Sec. 2-110. Duncanville Community and Economic Development Corporation

Reserved.

Sec. 2-111. Duncanville Civil Service Commission

The Civil Service Commission of the City of Duncanville shall consist of three (3) regular members appointed by the City Manager and confirmed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by Chapter 43, Sections 143.001 et seq of the Texas Local Government Code.

Sec. 2-112. Multicultural Commission

a. There is hereby created the Multicultural Commission to be an advisory committee created to provide the community citizen participation and engagement

b. That the Multicultural Commission will be created for the purpose of establishing a partnership with the community to have the most engaged citizenry in America; developing an image as a family-oriented community locally and regionally; developing a brand for the community focusing on the goal creating a sustainable multicultural community to enhance sports, tourism and community cooperation and developing ways to encourage all citizens to become more engaged in Duncanville; promote citizen participation and engagement in government; and to foster cooperative relationships among citizens in order to fulfill the needs and desires of Duncanville's diverse community.

c. That the Multicultural Commission shall consist of twelve (12) members, appointed for staggered two-year terms. Board members must be residents of the City of Duncanville which shall have a minimum of three African American, three Latinx and three women. The twelve-member board shall serve staggered two-year terms; the City Council shall appoint five two-year terms and four one-year terms; thereafter all members shall be appointed to two-year terms.

d. Continuance of membership on the Partnership shall be contingent upon regular attendance at Partnership meetings as provided by the Code of Ordinances.

e. Each year at the first meeting after newly named appointees have been seated on the Multicultural Commission the Board shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as Partnership liaison, who shall serve as an ex-officio member and secretary. Officers may be reelected as long as they remain on the Board.

f. This Partnership shall establish a time and date for Partnership meetings and adopt procedures for these meetings. The Partnership can hold as many meetings as

necessary to complete its purpose, but shall hold at least six meetings per year. The members of the Board may meet as an executive committee of three members to focus on issues for the African American, Latinx and woman on specific project and/or issues for recommendations to the Board or City Council.

g. The President shall preside over meetings of the Board, and shall represent the Partnership before the City Council or City Administration on matters which have majority vote approval of the Partnership. The President shall also establish such committees as are necessary for the conduct of the Partnership's business.

h. The Vice President shall assist the President in directing the affairs of the Partnership. In the absence of the President, the Vice President shall assume the duties of the President.

Sec. 2-113 through 2-149 Reserved

Sec. 2-150. Appointments to all boards and commissions.

Members and alternate members of the Arts Commission, Animal Control/Tri-Cities Animal Shelter Board, the Community Engagement Advisory Board, Library Board, Parks and Recreation Board, Planning and Zoning Commission, Zoning Board of Adjustment, Neighborhood Vitality, Keep Duncanville Beautiful, Sign Board, Duncanville Community and Economic Development Corporation, Duncanville Civil Service Commission, and the Multicultural Commission shall be appointed and serve in accordance with the following procedures:

A. Members and alternate members shall be appointed by the City Council for a term of two years with an effective date of September 1.
B. Each member of a board or commission shall serve until the appointment of a successor member of such board or commission by the City Council, or until the City Council accepts his/her resignation. A vacancy in an unexpired term shall be filled by the City Council for the remainder of the term.
C. No member or alternate member of such boards or commissions shall be eligible to serve for more than three consecutive two-year terms. Service of a partial term shall not disqualify a person from serving three consecutive two-year terms. The City Council, by unanimous vote, may waive the three successive full-term limitation.
D. At the request of any member of the City Council, candidates may be interviewed by members of the City Council at a workshop meeting specially called for such purpose. Board and commission interview guidelines will be established by resolution of the City Council. Upon completion of the interviews, the City Council will meet and discuss applications.
E. Once board and commission appointments have been completed the City Council will meet with each board and commission to discuss goals and objectives.

Sec. 2-151 Qualifications for service on all boards and commissions.

The following requirements are hereby established for service on a board or commission:

A. Members of the planning and zoning commission, board of adjustment, park and recreation advisory board, library advisory board, and Duncanville Community and Economic Development Corporation (4B board) shall be residents of the city and registered voters.
B. Members of the sign control board and Keep Duncanville Beautiful Board shall be residents of the city and/or business or property owners, and registered voters.
C. Members of the regional animal shelter board shall be registered voters.
D. Members of all boards and commissions shall not be delinquent in the payment of ad valorem taxes, except for the duration of a timely protest in accordance with law, and shall not be delinquent in the payment of any fine owing to the city.
E. Council shall strive to appoint a board or commission member from each district and at-large council place."

SECTION 3. *Severability.* If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any persons or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

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

SECTION 5. *Savings Clause.* All rights and remedies of the City are expressly saved as to any and all violations of the provisions of any ordinances affecting dangerous and substandard buildings within the City which are pending or have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts. Any persons serving on any boards or commission provided in this Ordinance shall continue to service until their respective terms expire, they resign and their replacement and appointment.

SECTION 6. *Effective Date.* This Ordinance shall become effective from and after its date of passage in accordance with law.

SECTION 7. *Open Meeting.* It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 20th day of September, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

CITY OF DUNCANVILLE TEXAS

RESOLUTION NO. 2017-052

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, REPEALING RESOLUTION 2015-020326 PREVIOUSLY ADOPTED AND REPLACING IT WITH RESOLUTION NO. 2017-052 ESTABLISHING THE NEIGHBORHOOD VITALITY COMMISSION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, the City Council passed Resolution No. 2015-020326, establishing the Duncanville Neighborhood Vitality Commission, with a Sunset Provision of August 30, 2017; and

WHEREAS, the City Council desires the Neighborhood Vitality Commission to remain a viable commission and continue the positive initiatives begun by the Commission; and

WHEREAS, the City Council also desires to amend the mission and structure of the Neighborhood Vitality Commission; and

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

SECTION 1. That the City Council of the City of Duncanville does hereby repeal and replace Resolution 2015-020326, with this Resolution 2017-052 to establish the Duncanville Neighborhood Vitality Commission.

SECTION 2. That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

SECTION 3. That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's-1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; serve as members of the Duncanville Land Bank Board; and to seek ways to further the City Council goal of creating high quality neighborhoods and parks.

SECTION 4. That the Duncanville Neighborhood Vitality Commission shall consist of seven (7) members; with three (3) members serving until August 30, 2018

and four (4) members serving until August 30, 2019; and then staggered terms thereafter. Commission members must be residents of the City of Duncanville.

SECTION 5. Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

SECTION 6. Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re- elected as long as they remain on the Commission.

SECTION 7. This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

SECTION 8. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

SECTION 9. The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

SECTION 10. The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

SECTION 11. This resolution shall become effective immediately upon its passage.

TM88077

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of July, 2017.

APPROVED:

David L. Green

David L. Green, Mayor

ATTEST:

Kristin Downs for

Mary E. Jones, City Secretary

APPROVED AS TO FORM:

Alexis M. Allen, w/ permission

Robert E. Hager, City Attorney

TM88077

Exhibit A

RESOLUTION NO. 2015-020326

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ESTABLISHING THE DUNCANVILLE NEIGHBORHOOD VITALITY COMMISSION, WITH A SUNSET PROVISION OF AUGUST 30, 2017; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, City Council came together as a team and developed a framework for the City of Duncanville that, like the organizational framework, will stand the test of time and keep the City of Duncanville guided on a path towards a future that previously was unobtainable. The cornerstone of this framework includes the following **Mission Statement**: *Build a vibrant, inclusive community, driven by a commitment to democratic principles and service above self; and*

WHEREAS, the Council also adopted a set of **values** that act as the 'lenses' through which any and all strategic, public-policy actions must be viewed and carried out. These values are: *Honesty, Fairness, Integrity, Service above Self, Accountability, Transparency; and*

WHEREAS, the Council also adopted **Four Pillars** that support the Mission Statement and serve to frame future Council decision-making and organizational action to achieve the long-term mission that will see Duncanville to its bright and vibrant future: These four pillars are: *(1) Most engaged citizens in America; (2) Best housing values in Texas; (3) Be the basketball capital of Texas; (4) Be the "edutainment" capital of Texas; and*

WHEREAS, the Council also adopted **Five Bold Steps** to achieve the Four Pillars: *(1) Develop a virtual reality park, including an iDome; (2) Engage 6% of the population (2340) in conversations; (3) Develop a marketing plan to brand Duncanville as the "City of Champions," including a national sports brand partnership; (4) Preserve the character of the 1940's and 50's neighborhoods to ensure sustainable housing values for all citizens; (5) Develop a "forward-thinking" FY 2020 communication plan; and*

WHEREAS, the City Council actively encouraged its' citizenry to participate in the Boards & Commission application process to create an inclusive voice for Duncanville's multi-cultural community. Through a diverse and inclusive voice from our Boards and Commissions, the City Council hopes to bridge the gap between Citizen and City Council, forging the future of Duncanville; and

Exhibit A

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

Section 1: That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

Section 2: That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's – 1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; and serve as members of the Duncanville Land Bank Board.

Section 3: That the Duncanville Neighborhood Vitality Commission shall consist of five (5) members, appointed for a two year term to expire August 30, 2017. Commission members must be residents of the City of Duncanville.

Section 4: Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

Section 5: Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re-elected as long as they remain on the Commission.

Section 6: This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

Section 7: The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

Section 8: The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote

approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

Section 9: The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

Section 10: This resolution and commission will expire on August 30, 2017 unless extended by action of the City Council.

Section 11: This resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 3rd day of February, 2015.

CITY OF DUNCANVILLE, TEXAS

ATTEST:

Mary E. Jones, City Secretary

APPROVED:

David L. Green, Mayor

APPROVED AS TO FORM:

Robert Hager, City Attorney

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Council to hear a briefing on 4 Belmont Pl, a piece of property owned by the City of Duncanville with limited development potential.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**
- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Douglas Finch, City Manager

BACKGROUND/HISTORY:
The City of Duncanville owns a piece of property known as 4 Belmont Place. The property has limited development potential due to the lot size, required minimum size of a new home, the setbacks, and easements. Staff is suggesting advertising the City is interested in proposals for the purchase and/or use of the property to see what if any proposals we receive including from the possible neighbors who might be interested in purchasing the parcel to expand their property. Any proposals received by a deadline to be created would be presented to Council for consideration of sale of the parcel.

POLICY EXPLANATION:
From Kurt Kasson, Building Official:

CM Finch,

After extensive research today and going through 4 PD Amendments I believe I have the results.

1. The Lot is of proper size.
2. The minimum size the house can be is 3,000 sq ft.

3. The front building set back is 10’.
4. No building shall exceed (3) stories in height .
5. The issue is there is a large utility easement running through the middle of the lot that will make it very difficult if not impossible to build on.
6. Plat is vague of any flood pain issues in the rear of property.

I have attached a highlighted survey of 2 Belmont showing the easement through the property.
I also have attached a copy of the Site Plan showing the easement issue going through the middle of the Lot 4 Belmont.

I attached the photos to show the difficulty of building on the lot.

Let me know if there are any questions.

Regards,

Kurt Kasson, CBO
Building Official

FUNDING SOURCE:

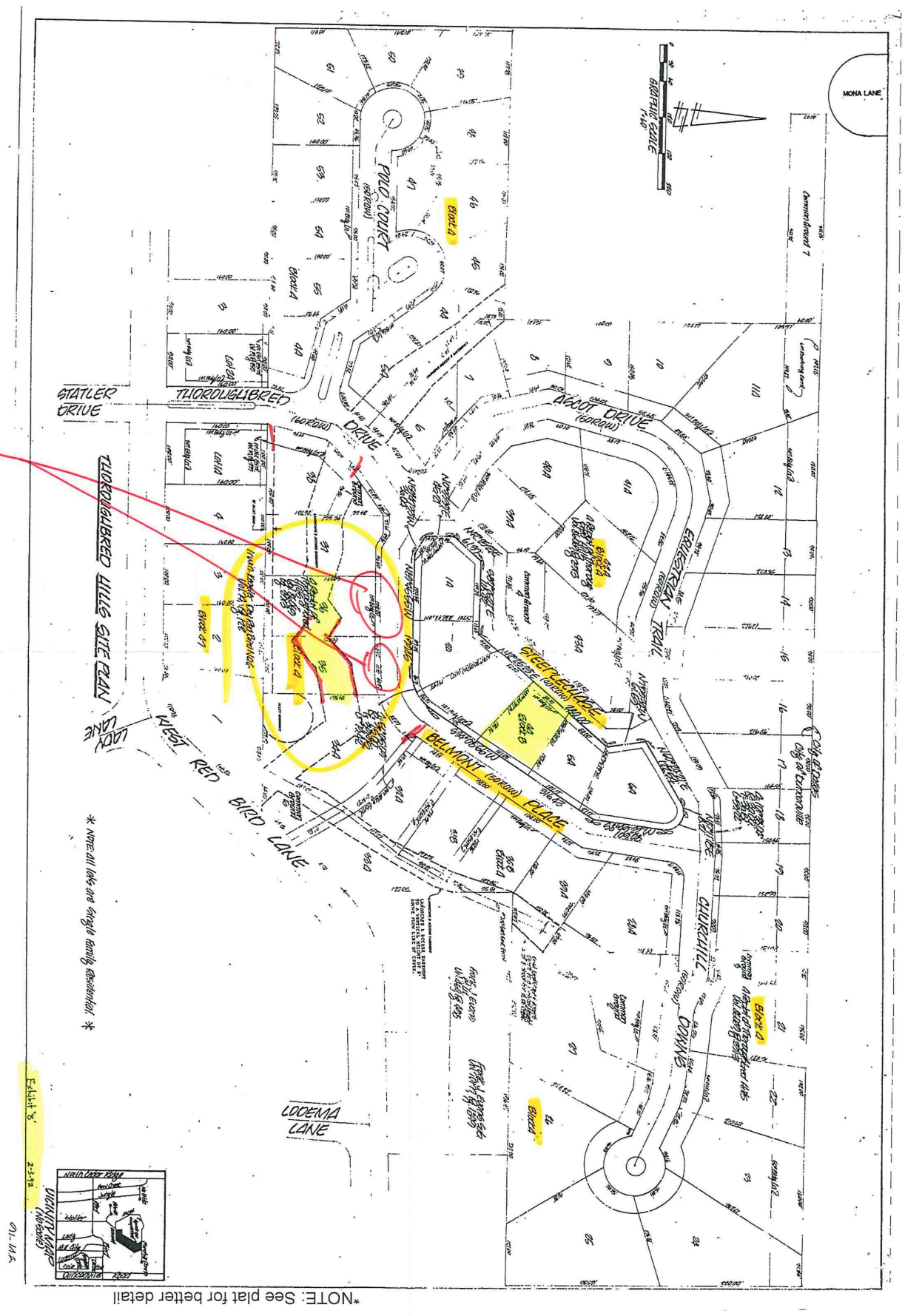
ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
N/A	N/A	N/A

ACTION ALTERNATIVES:

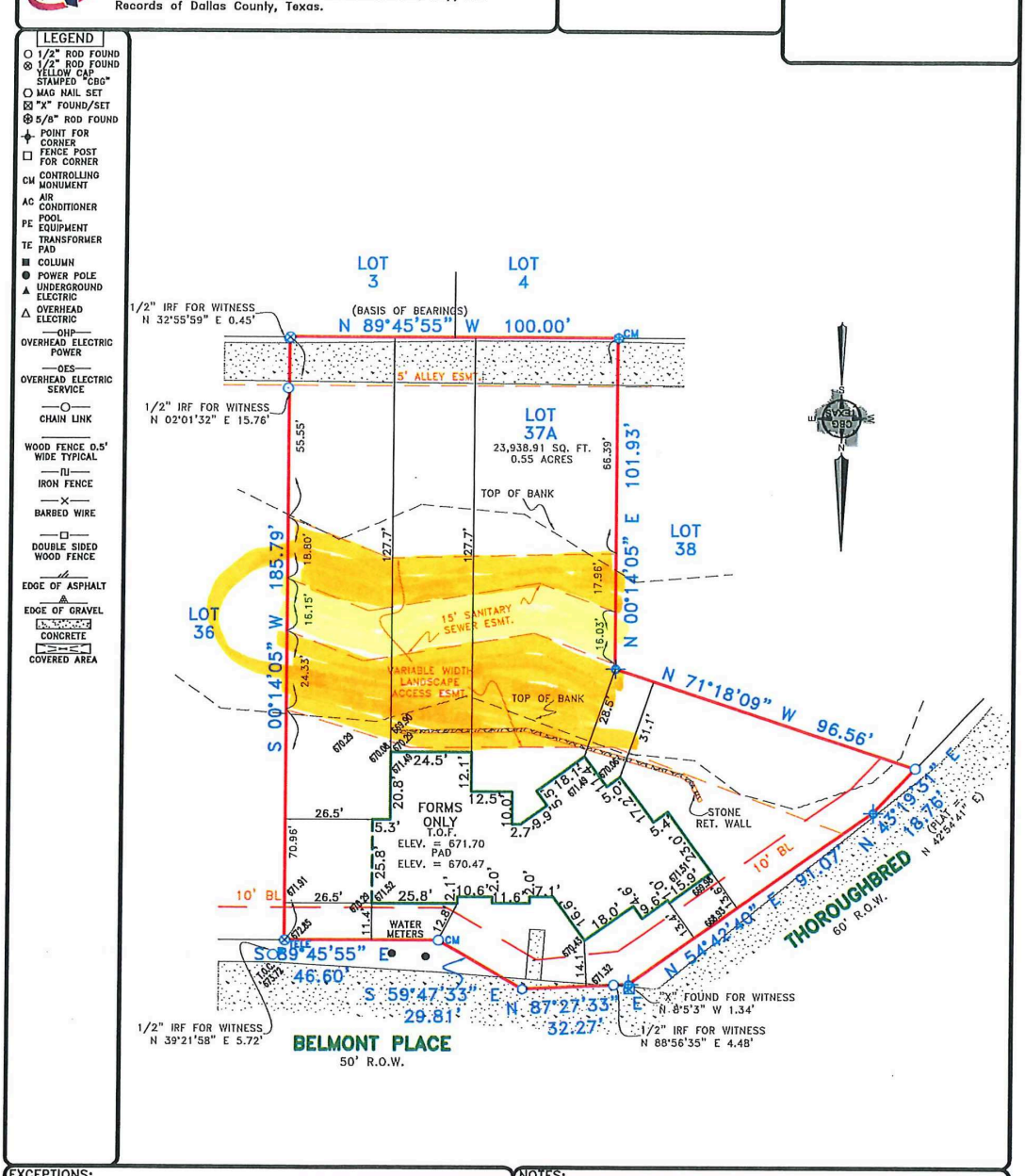
1. Other actions as directed by Council.

ATTACHMENTS:
scan_kurt.kasson_2024-05-20-16-06-43
scan_kurt.kasson_2024-05-20-16-00-33


MONA LANE
BRIDLE TRAIL ROAD
Owner/Applicant
Block A
POLO SQUARE
(PRIVATE)
Block A
STATLER DRIVE
THOROUGHBRED DRIVE
(60'ROW)
THOROUGHBRED HILLS SITE PLAN
LADY LANE
WEST RED BIRD LANE
ASCOT DRIVE
(60'ROW)
EQUESTRIAN TRAIL
(PRIVATE)
Block A
Block A
STEEPLECHASE DRIVE (60'ROW)
Block A
BELMONT (60'ROW) PLACE
Block A
CHURCHILL DOWNS
Block A
Block A
LOOEMA LANE
Block A
Block A
Block A

2 Belmont Place

Being Lot 37A, Block A, of THOROUGHBRED HILLS ADDITION REPLAT LOT 37A, BLOCK A, an Addition to the City of Duncanville, Dallas County, Texas, according to the Map thereof recorded in Document No. 2021-202100129408, Map/Plat Records of Dallas County, Texas.



EXCEPTIONS:

NOTE: This survey is made in conjunction with the information provided by the client. CBG Surveying Texas, LLC has not researched the land title records for the existence of easements, restrictive covenants or other encumbrances.

NOTE
THERE IS SIGNIFICANT GAP BETWEEN FORM BOARDS. IT IS UP TO BUILDER TO VERIFY IF THIS IS ACCEPTABLE

NOTE
THIS SURVEY DOES NOT MATCH PLOT PLAN PROVIDED BY BUILDER. BUILDER IS TO VERIFY WHETHER INFORMATION SHOWN HEREON IS ACCEPTABLE.

Accepted by: _____
Date: _____ Purchaser
Purchaser

NOTES:

NOTE: BEARINGS, EASEMENTS AND BUILDING LINES ARE BY RECORDED PLAT UNLESS OTHERWISE NOTED.

FLOOD NOTE: According to the F.I.R.M. No. 48113C0470K this property does lie in Zone X and does not lie within the 100 year flood zone.

This survey is made in conjunction with the information provided by The Client. Use of this survey by any other parties and/or for other purposes shall be at user's own risk and any loss resulting from other use shall not be the responsibility of the undersigned. This is to certify that I have on this date made a careful and accurate survey on the ground of the subject property. The plat hereon is a correct and accurate representation of the property lines and dimensions are as indicated; location and type of buildings are as shown; and EXCEPT AS SHOWN, there are no visible and apparent encroachments or protrusions on the ground.

Drawn By: OM/RYR
Scale: 1" = 30'
Date: 05/05/2021
GF No.: GFN
Job No. 1813965-04

CBG SURVEYING TEXAS LLC
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STATE OF TEXAS REGISTERED MICHAEL CHURCHWELL 6334 SURVEYOR
MICHAEL CHURCHWELL R.P.L.S. NO. 6334

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Council to receive a briefing on the possible naming of the Duncanville Library as the "Anne and Mayor David Green Family Library".

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**
- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Julio Velasquez, Library Director
David Kees, Assistant to the City Manager
LoLecia Day, Assistant Economic Development Director

BACKGROUND/HISTORY:
The Duncanville Library has been serving the City of Duncanville since 1955. An early pioneer and supporter of the Duncanville Library was Mrs. Virginia Anne Green, wife of former Mayor David Green. Mrs. Green served the community for 32 years as a teacher of Arts and History and was a member of the Friends of the Duncanville Library Board and supporter of the library and later served as a representative to the people of Duncanville for 12 years as the first lady of Duncanville, wife of Mayor David Green.

On Thursday, June 6, 2024, City Manager Douglas Finch met with the Duncanville Library Board to discuss the naming of the library to honor Anne and David Green, to which the library board supported unanimously.

POLICY EXPLANATION:

City Manager Finch has recently been having conversations with staff about the enhanced use of the library as supported by a recent survey conducted by the Library Board to support more events, activities, and options for the public at our library. Plans are in the works to repurpose a study room as the DCEDC Community Podcast Studio, opening up the podcast studio to not only Duncanville City Staff to share exciting news about Duncanville, but also open the studio up to the community to utilize and create their own podcasts. We are also discussing the expansion of small, individualized cubicles to support students, and the use of the greater library space for art exhibits and promote cultural awareness.

As part of the library reimagination, we would plan to hold a naming unveiling ceremony if authorized by City Council to honor and recognize Anne and Mayor David Green and family for their contributions to the library and our greater Duncanville community.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
n/a	n/a	n/a

ACTION ALTERNATIVES:

1. Other actions as directed by Council.

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Council to receive a briefing on status of Lead Line Inventory as required by Lead and Copper Rule Revisions

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Matt Bryant, Assistant Public Works Director

BACKGROUND/HISTORY:
In compliance with the Lead and Copper Rule Revisions (LCRR) mandated by the Texas Commission on Environmental Quality (TCEQ) and the Federal Government, the City of Duncanville must conduct a comprehensive Lead Service Line Inventory for our water distribution system.
Background: The LCRR requires all community and non-transient non-community water systems to inventory every service line within their distribution networks. This inventory must include both utility-owned and customer-owned service lines, categorizing each as lead, non-lead, galvanized requiring replacement, or lead status unknown. The deadline for compliance is October 16, 2024.
Necessity: This inventory is crucial for ensuring the safety and quality of our drinking water by identifying and managing lead service lines. It will also help us meet regulatory requirements and avoid potential penalties.

POLICY EXPLANATION:
Funding: The City of Duncanville has been invited to apply for a grant with the Texas Water Development Board to help pay for this extensive expense, a letter of intent must be submitted by next week June 21, 2024. In order to qualify for the grant opportunity this is a multi-million project, we will need to rebid a previously awarded contract in order to meet the Federal procurement requirements associated with TWDB grant award. This update is to provide you advanced notice, we will likely need to terminate or significantly amend a prior agreement which may not have included all of the field work required for this project.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
n/a	n/a	n/a

ACTION ALTERNATIVES:

1. Other actions as directed by Council.

ATTACHMENTS:
DUNCANVILLE_15296.06112024

TEXAS WATER DEVELOPMENT BOARD

P.O. Box 13231, 1700 N. Congress Ave.
Austin, TX 78711-3231, www.twdb.texas.gov
Phone (512) 463-7847, Fax (512) 475-2053

Official Electronic Mail Sent Via Email. No hard copy to follow.

May 28, 2024

Ms. Jacqueline Culton, P.E.
Director of Public Works
City of Duncanville
jacqueline.culton@duncanvilletx.gov

Re: **Drinking Water State Revolving Fund (DWSRF)**
Lead Service Line Replacement Funding (LSLR) State Fiscal Year (SFY) 2023
Application Invitation

Dear Ms. Culton:

Congratulations! We are pleased to notify you that the City of Duncanville is hereby invited to submit an application for funding through the Texas Water Development Board's (TWDB) Drinking Water State Revolving Fund (DWSRF) Lead Service Line Replacement (LSLR) Program.

Your project is listed in the Intended Use Plan (IUP) as being eligible to receive funding as shown below:

Project Description	Duncanville Lead Service Line Inventory and Replacement Program
Eligible Project Phases	Planning Design & Construction
Project Information Form Number	15296
Eligible Project Cost	$ 21,181,293

Principal Forgiveness / Loan Ratio

All financing through the LSLR program will be made at the ratio of 51% principal forgiveness and 49% loan/bond. The loan portion of the approved project covering the service line inventory will be at 0% interest. The loan portion of the financial assistance must include the 2% loan origination fee.

Because all financial assistance will include financing, your system should ensure that your entity can take on a loan/bond and you have accounted for the costs associated with a loan/bond in your project cost estimates on your full application.

Our Mission

Leading the state's efforts in ensuring a secure water future for Texas

Board Members

Brooke T. Paup, Chairwoman | George B. Peyton V, Board Member | L'Oreal Stepney, P.E., Board Member

Bryan McMath, Interim Executive Administrator

Required Documentation and Deadlines
To be considered for funding under the SFY 2023 DWSRF LSLR Program, please follow the requirements stated below:

(1) **You must submit your Intent to Apply form to** DWSRF@twdb.texas.gov **by 5:00 P.M., CST on June 21, 2024**. If you fail to fully complete and submit the Intent to Apply Form by the deadline, your project will not be considered for funding. This will allow the TWDB to invite, in rank order, additional projects on the lists if an invited entity does not wish to pursue LSLR funding for their project at this time.

(2) **If you intend to apply, your complete application must be received by TWDB by 5:00 P.M., CST on July 26, 2024.**

- **Entities must submit a completed application form by email only to** DWSRF@twdb.texas.gov with the subject line of "LSLR Application Submittal for ENTER YOUR SYSTEM NAME" on the email. *Note: The TWDB is not able to use the Online Loan Application System (OLA) for these submittals.*
  - Application for Financial Assistance (TWDB-0148)
  - Application for Financial Assistance Non-Governmental/Private Entities (TWDB-0150)

(3) Applications for Financial Assistance will not be accepted after the deadline. We encourage you to submit your application before the deadline, which will allow us to begin a review of your application earlier. Application materials, such as, submittal instructions, guidance documents and frequently asked questions may be found on our website at www.twdb.texas.gov/financial/applications.

(4) **A pre-application meeting is required** for all DWSRF LSLR projects to ensure that the applicant and the corresponding TWDB staff discuss the project and ask initial questions prior to the application being submitted. LSLR program pre-application meetings will be held virtually in groups. TWDB will hold these meetings in July 2024. If you submit an Intent to Apply, please contact Ms. Diana Sanchez by phone at 512-475-1554 or by e-mail at Diana.Sanchez@twdb.texas.gov to schedule your pre-application meeting. She will be able to assist you with scheduling a meeting prior to your submission of the application.

To assist you in being successful, please take note of the following tips and reminders which are based on TWDB's experience reviewing prior applications:

- An LSLR loan may require the selling of bonds to the TWDB. As such, a financial advisor and bond counsel will be required. We highly encourage you to engage with these consultants prior to submitting the application.

- To be eligible for funding, an entity must satisfy all federal procurement requirements in accordance with the DWSRF program, including EPA's Disadvantaged Business Enterprise requirements.

- Be sure any changes to the project cost estimate are reflected in both the Intent to Apply Form and the application budget.

- For bond purposes only, TWDB SRF loan amounts must be rounded up to the nearest $5,000. Please round up any numbers in the application budget and confirm the dollar amounts with your TWDB project team before passing resolutions to minimize adjustment during the review period.

We look forward to working with the City of Duncanville on your LSLR project and are committed to providing excellent customer service and prompt responses to any questions as you complete your application. Should you have any questions or concerns, please contact Rebekkah Sandt, Engineer, by phone at (512) 475-1977 or by email at DWSRF@twdb.texas.gov.

Sincerely,

Marvin Cole-Chaney

Marvin Cole-Chaney
Director, Program Administration and Reporting
Water Supply and Infrastructure

Attachment: Intent to Apply Form

cc: William Moriarty, P.E., RJN Group: william.moriarty@rjnmail.com
Joe Koen, Manager: WSI-RWPD-Team3@twdb.texas.gov

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Robert Hager, City Attorney

BACKGROUND/HISTORY:
City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

POLICY EXPLANATION:
City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
N/A	N/A	N/A

ACTION ALTERNATIVES:
1. Take any necessary action as a result of executive session.

Draft

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, June 4, 2024

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, June 4, 2024, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT:

Mayor Greg Contreras
Councilmember At-Large DeMonica Gooden
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Karen Cherry-Brown
Councilmember Kyle Pennebaker

COUNCIL ARRIVING AT:

COUNCIL ABSENT:

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

Mayor Contreras read the item into the record, and City Manager Finch reviewed each item.

2. CITY COUNCIL CALENDAR

City Secretary Chiquita Taylor reviewed the council calendar.

3. BRIEFINGS / PRESENTATIONS

A. ***Council to receive a briefing on a Software as a Service (SaaS) agreement with Tyler Technologies for the Southwest Regional Communications Center.***
Presented by Terry Bohan (Manager - Public Safety Technology) from Berry-Dunn.

B. ***Council to receive a briefing on an Automated Metering Infrastructure proposal by Performance Services.***
Presented by representatives from Performance Services regarding water meter replacement.

C. ***Receive a presentation from the Duncanville Police Department on revising Chapter Four—Animals and Fowl City Ordinance to comply with state legislation changes and best practices.***
Presented by Sargent Adrian Tijerina.

D. ***Update City Council on the expansion of the Independence Day Celebration***
Presented by Event Planner Angela Owens and Assistant Economic Development Director LoLecia Day.

EXECUTIVE SESSION

The Executive Session was called into session at 6:52 p.m., and Mayor Contreras read the item into record.

The Council closed the Executive Session at 7:05 p.m.

1. ***City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter pursuant to Section 551.071 of the Texas Government Code; and to seek legal advice from the City Attorney on the same topic.***

Draft

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 7:15 p.m. with Mayor Contreras presiding.

Pastor Brance Barker with Duncanville First Baptist Church delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. ***Mayor's Report.***
Mayor Contreras congratulated city staff on the Memorial Day celebration and gave an update on attending the LULAC (The League of United Latin American Citizens) meeting in the City of Dallas at Domingo Garcia's invitation.

B. ***Councilmembers' Reports***
Councilmember McBurnett commended staff on the success of the Fire Truck Pull and Memorial Day presentation. He also encouraged citizens to apply for Boards and Commissions. Councilmember Gooden thanked Parks and Recreation staff for the community events. She thanked the City Secretary staff and City Manager Finch for sending out the agendas on Thursday. She also encouraged citizens to apply for Boards and Commissions and to Contact elected officials if they have any issues or concerns within the city.

C. ***City Manager's Report.***
City Manager Finch explained the correction to the presentation on the Life School that was published on today's agenda in error. He thanked citizens for their patience with the storm debris and encouraged them to come out for the July 4, 5, and 6th events at Armstrong Park.

2. PROCLAMATIONS AND PRESENTATIONS

A. ***Proclamation in recognition of Juneteenth Day in Duncanville 2024.***
Councilmember Cherry-Brown read the proclamation and presented it to Assistant Director of Parks and Recreation Tyler Agee and LoLecia Day.

B. ***Presentation of the Keep Duncanville Beautiful Summer 2024 Business Beautification Award Plaque and Proclamation to Chick-fil-A - Duncanville located at 300 W. Hwy 67.***
Presented by Tyler Agee.

C. ***Recognition of Keep Duncanville Beautiful Summer 2024 Curb Appeal Residential Properties.***
Presented by Tyler Agee.

D. ***Council to receive the final report on Economic Development in Duncanville from MRB Group.***
Presented by Matt Horn and Michael N'dolo from MRB Group.

E. ***Council to receive a briefing on the proposed Life School development and hear updates from the Planning and Zoning Commission meeting where the proposal was discussed.***
Presented by representatives of Life School. He stated that they withdrew their zoning request to consider how they could incorporate citizen concerns into their plans.

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

Draft

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 view the live meeting or previous meetings click on the link below.
https://duncanvilletx.new.swagit.com/views/454/
To submit a comment via email the following information is required:

- Submit a comment by 4:00 p.m. on _
- Email citysecretary@duncanvilletx.gov
- Email title: Public Comment – _
- First Name, Last Name, and Address

Mayor Contreras read the item into record. The following spoke during the Citizens Input Period:

Lorene Hood-Jack
1512 Halsey Dr.
Life School

Billy J. Wright
1103 Heatherwood
Life School

Dr. Nesa Sasser Hartford
1531 McArthur Dr.
Life School

Shirley A. Lacey
1126 Bradley Dr.
Life School

Derwin Lewis
1502 McArthur Dr.
Life School

Patrick Harvey
1010 Huntington
Life School

Jason Barton
1114 Bradley Drive
Life School

Judy Smithey
1806 Cedar Hill Rd.
Life School

Lawrence Smith
1507 Halsey Dr.
Life School

Christina Shasha
1307 Green Hills Rd.
Life School/Animal Ord

Chandler Magann
1118 Bradley Dr.
Noise ordinance

Tabitha Brobston
343 Shorewood

Draft

Ladd Committee

Mark Graham
410 Sante Fe Trail
Ladd Preserve

Reese Edwards
226 Mizell St.
Boards and Commissions

Emily Bridges
418 Oleander
Ladd Preserve

The following people did not wish to speak:

Patricia Hunter
1130 Heatherwood Dr.
Life School - opposition

Cherri Jackson
1519 Marshall Dr.
Life School - opposition

Lillie Crittenton
1138 Heatherwood Dr.
Life School - opposition

Tonya K. Lewis
1502 McArthur Dr.
Life School - opposition

Anna Torres
826 Fairlawn Dr.
Life School -opposition

Harlen Reece
1308 Winding Brook Dr.
Life School - opposition

Juan Torres
1307 Green Hills Rd.
Life School - opposition

Laura Paige-Scott
1506 McArthur Dr.
Life School - email

Jason Barton
114 Bradley Dr.
Life School - email

Alicia Brown Young
Meadows of Daniel Farms
Life School - email

Will & Angela Maye
1515 McArthur Dr.
Life School - email

Arvis Miller
1510 Halsey Dr.
Life School - email

Draft

4. CONSENT AGENDA

Mayor Contreras requested that City Secretary Taylor read the Consent Agenda Items.

A. ***Consider the Minutes for the May 21, 2024, City Council Regular Meeting.***

B. ***Consider a Resolution authorizing the purchase of (4) four Self-Contained Breathing Apparatus (SCBA) from Metro Fire Apparatus Specialists, Inc., through the Buy Board Contract #698-23 for a discounted unit price bid with an estimated expenditure amount of $12,512.00.***

RES 2024-271

C. ***Consider a Resolution authorizing the second amendment to Professional Services Agreement 18-115 with IEA, Inc. for additional professional engineering services as part of the Greenbriar Estates Water and Wastewater Improvements Project, in the amount of $36,000.00, not exceeding a total contract amount of $198,596.45.***

RES 2024-262

D. ***Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Cintas Corporation No. 2 for fire protection services through The University of Nebraska Contract 001299 via OMNIA Partners for a one-year term, with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $329,030.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.***

RES 2024-268

E. ***Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Trane US Inc. for HVAC products, installation, labor-based solutions, and related products and services through Racine County, Wisconsin Contract 3341 via OMNIA Partners for a one-year term, with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $148,015.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.***

RES 2024-269

F. ***Consider a Resolution authorizing the purchase of three vehicles from Silsbee Ford Fleet Group that will be used in support of the Police Department's Patrol Division, in the expenditure amount not to exceed $216,913.95, with the additional purchase of upfitting cost to Axon in the expenditure amount not to exceed $39,349.44; with the additional purchase of upfitting cost to Motorola in an amount not to exceed $16,935.15.***

RES 2024-274

G. ***Consider approval of Resolution 2024-275 for Professional Services Contract Number 24-76102 with Kimley-Horn and Associates, Inc. for dog park master planning services in an amount not to exceed $75,000.00.***

RES 2024-275

Councilmember Don McBurnett made a motion to approve the consent agenda as stated, Mayor Pro Tem Jeremy Koontz seconded the motion. The vote was cast 7 for, 0 against.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

A. ***Take any necessary action as a result of the Executive Session.***
No action was taken as a result of the executive session.

B. ***Election of Mayor Pro Tem for 2024-2025***

Draft

Councilmember McBurnett nominated Councilmember Koontz. Seconded by Councilmember Cherry-Brown.

Councilmember Don McBurnett made a motion to accept the nomination of Councilmember Koontz for Mayor Pro Tem, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 1 against (Mayor Pro Tem Jeremy Koontz).

C. ***Discuss Regular City Council meeting dates for the remainder of 2024***
Presented by City Manager Finch.

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

D. ***Council to discuss and deliberate proposed amendments to the Rules of Procedure.***
Presented by Assistant to City Manager David Kees. He reviewed the proposed amendments to the council's Rules of Procedure.

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

E. ***Consider approval of Resolution 2024-281 establishing the Comprehensive Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***
Presented by Mr. Kees. He said staff will be interviewing three people for the committee. Mayor Contreras would like to limit the number of committee members to five or seven. Councilmember Gooden agreed and would like the committees to be comprised of three council members and four citizens. Councilmember Veracruz suggested we ask council members which of the committees they would like to serve on. Councilmember McBurnett requested to limit the committees to three council members and people from the district. Councilmember Koontz requested that a person from Planning and Zoning and Economic Development be added to the committee. Councilmember Gooden requested that a person who participated in the 2017 comprehensive plan also be part of the committee.

RES 2024-281

Councilmember Don McBurnett made a motion to approve Councilmembers Pennebaker, Cherry-Brown and Gooden for this committee, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against.

F. ***Consider approval of Resolution 2024-279 establishing the Charles F. Ladd Nature Preserve Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***

RES 2024-279

Councilmember Don McBurnett made a motion to approve Councilmembers Veracruz, Koontz, and McBurnett for the committee, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

G. ***Consider approval of Resolution 2024-280 establishing the Dog Park Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***

RES 2024-280

Councilmember At-Large DeMonica Gooden made a motion to approve Councilmembers Veracruz, Koontz, and Pennebaker for this committee, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against.

H. ***Consider a resolution authorizing approval of an incentive grant by the Duncanville Community & Economic Development Corporation (DCEDC) to Sharon's Loving Home Health Care, LLC, in an amount not to exceed***

Draft

$6,473.35 for a building located at 436 North Main Street. Duncanville, Texas, 75137.
Presented by LoLecia Day. The owner, Chiquita Harris, was available to answer questions. Councilmember Koontz asked if this grant would be for the replacement of a sign. City Manager Finch stated the grant is for reimbursement of the sign because this item was not brought to the council before the grand opening.

RES 2024-259

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

6. STAFF AND BOARD REPORTS

A. ***Council to receive a briefing on special events process, reorganizational structure into Economic Development.***
Presented by LoLecia Day.

B. ***Receive a briefing presentation on the Texas A&M and USDA Forest Service Municipal Forester Grant***
Presented by Tyler Agee.

C. ***Receive the Parks and Recreation Department Quarterly Report***
Presented by Parks and Recreation Director Bart Stevenson. Councilmember Koontz requested that more attention be paid to trails when using the bond funds.

D. ***Receive the Fiscal Year 2023-2024 Second Quarter Investment Report as of March 31, 2024.***
Presented by Director of Finance and CFO Richard Jackson and Orlando Saenz with Valley View Consulting.

E. ***Monthly Financial Report as of April 30, 2024***
Presented by Budget Administrator Jennifer Otey.

ADJOURNMENT

The meeting was adjourned at 10:28 p.m.

ATTEST:

_____
CITY SECRETARY

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider an Ordinance amending the FY 2023-24 budget by appropriating revenue and fund balance resources and amending expenditures for the Hotel/Motel and Duncanville Community and Economic Development Corporation (DCEDC) Funds.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Jennifer Otey, Budget Administrator

BACKGROUND/HISTORY:
The purpose of this ordinance is to revise the FY 2023-24 budgets for Hotel/Motel and DCEDC funds to account for awarded grants and incentives to date. Hotel/Motel Fund awards to date total $527,400. Historically, over the past 3 years, the average total grant expenditure has been $220,000. Additionally, the amendment request includes a projected $150,000 grant for the July 4 - 6th Red, White, and BBQ and traditional July 4th event. The total amendment needed is $333,500.

Duncanville Community Economic Development Corporation (DCEDC) has a total of $2,284,020 awarded to date including the projected redevelopment incentives and purchase of 202 W. Center Street. Actual expenditures to date, which include payments to Star Transit are $450,045. The total amendment needed is $402,000.

The listing of awarded, and still applicable, grants for Hotel/Motel and DCEDC are attached to the staff report. It includes the awarded amounts, the resolution number authorizing the award, the date, and what has been paid to date.

POLICY EXPLANATION:

The Texas Local Government Code 102.010 allows for changes to the municipality's budget necessary for operations. Additionally, the City Council must approve budgetary amendments and a copy of the amendment shall be filed with the City Secretary's Office by law.

FUNDING SOURCE:

ORG and Object Number
NA

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:

1. Approve the FY 2023-2024 Budget Amendment as presented.
2. Do not approve the FY 2023-2024 Budget Amendment.
3. Other actions as directed by Council.

ATTACHMENTS:
Hotel/Motel and DCEDC Grants Awarded to Date
Ordinance No. - 2518 - FY 2024 Budget Amendment - Hotel/Motel and DCEDC Funds - Grants and Incentives

HOTEL / MOTEL FUNDS - AWARDED GRANTS

Business Name / Event	AWARDED AMOUNT	COUNCIL RESOLUTION#	AWARDED DATE	PAID TO DATE AMOUNT	PO #	REMAINING BALANCE
ALW Entertainment	$ 25,000.00	2023-060	7/18/2023	$ 25,000.00		$ -
Esposure	$ 222,000.00	2023-093	9/19/2023	$ 125,300.00		$ 96,700.00
Hoopfest Basketball Association	$ 85,000.00	2023-094	9/19/2023	$ 85,000.00		$ -
Duncanville Community Theatre	$ 32,000.00	2023-095	9/19/2023	$ 16,664.57	2240412	$ 15,335.43
Lions Club (for Sandra Meadows Classic)	$ 63,000.00	2023-096	9/19/2023	$ 63,000.00		$ -
Hilton Garden Inn (OCI Hospitality)	$ 20,000.00	2023-105	9/19/2023			$ 20,000.00
GASO (Great American Shootout)	$ 60,000.00	2023-106	10/17/2023			$ 60,000.00
Chamber of Commerce	$ 20,400.00	2023-164	11/21/2023	$ 10,200.00	2240323	$ 10,200.00
Projected July 4 - 6th City Event	$ 150,000.00					$ 150,000.00
			Total budget 10011000-700450			$ 444,945.00
			Expenditures to date			$ (425,993.01)
			Current funds reserved for grants			$ (17,035.43)
			Remaining Amount to encumber/reserve			$ (335,200.00)
			Amendment Amount Needed			$ 333,283.44

DCEDC AWARDED INCENTIVE GRANTS

BUSINESS NAME	AWARDED AMOUNT	COUNCIL RESOLUTION#	AWARDED DATE	PAID TO DATE AMOUNT	PO #	REMAINING BALANCE
Hav-r Charburger - Signage	$ 28,000.00	2023-042	5/16/2023			$ 28,000.00
Dolani Investments - Paint, Landscape, Paving	$ 208,610.97	2023-099	9/19/2023			$ 208,610.97
LDG Srv Hilding, LLC (Lucent Dental) - paving	$ 31,000.00	2023-100	9/19/2023			$ 31,000.00
Redbird Bowling - sign and parking lot	$ 11,940.00	2023-167	11/21/2023			$ 11,940.00
Plaza Villareal LLC - parking lot, landscape	$ 187,567.00	2023-168	11/21/2023			$ 187,567.00
1703 Main Realty - variety of incentives	$ 209,500.00	2024-214	2/20/2024			$ 209,500.00
202 W. Center Street	$ 246,450.00	2024-234	3/5/2024			$ 246,450.00
Italy Family Pharmacy - Signage	$ 9,800.00	2024-248	4/2/2024			$ 9,800.00
DW Cedar Ridge - Interior, drive thru	$ 103,747.00	2024-230	4/16/2024			$ 103,747.00
DS0910 Smoothies, LLC - Variety	$ 163,000.00	2024-231	4/16/2024			$ 163,000.00
Hajoca (Moore Supply)	$ 434,405.00	2023-059	7/18/2023	$ 60,952.50	2240175	$ 373,452.50
Earnest Money 200 W Center	$ 650,000.00	2024-230	3/5/2024	$ 10,000.00		$ 640,000.00

TOTAL BUDGET 12051000-708501	$ 2,262,000.00
Actual Expenditures YTD	$ (450,045.09)
Remaining Amts to encumber/reserve	$ (2,213,067.47)
AMENDMENT NEEDED	$ 401,112.56

ORDINANCE NO. 2518

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE FY 2023-2024 BUDGET BY APPROPRIATING REVENUE AND FUND BALANCE RESOURCES AND AMENDING EXPENDITURES FOR HOTEL/MOTEL AND DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC); EXCEPT AS AMENDED HEREIN SHALL BE IN FULL FORCE AND EFFECT; AUTHORIZING THE CITY MANAGER TO MAKE ADJUSTMENTS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council adopted the 2023-2024 Budget by Ordinance 2491 on September 19, 2023; and

WHEREAS, the Texas Local Government Code 102.010, "Changes in Budget for Municipal Purposes", allows a municipality to amend its budgets as deemed necessary for municipal purposes; and

WHEREAS, the City recognizes fund balance and interest revenue resources to cover expenditures; and

WHEREAS, the City Manager is submitting the amended budget of revenues and expenditures for conducting the affairs of the City for the Fiscal Year 2023-2024.

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

SECTION 1. The budget and fund accounts adopted therein for the Fiscal Year 2023-2024 shall be, and are hereby, amended as set forth in Exhibit "A" which is attached hereto and incorporated herein by reference for all purposes.

SECTION 2. The balance of the budget, as amended, except as amended herein, shall be in full force and effect.

SECTION 3. A copy of the Budget Amendment will be provided to the City Secretary's Office as required by law.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

FY 2024 GENERAL FUND AMENDMENT - JUNE 18, 2024
010 - HOTEL TAX FUND

	FY 2023 ACTUALS	FY 2024 YTD ACTUAL	FY 2024 BUDGET	FY 2024 AMENDED CHANGE	FY 2024 REVISED BUDGET	EXPLANATION
Revenue						
51 - SALES & OTHER TAXES	**1,117,086**	**335,257**	**893,000**		**893,000**	
55 - INTEREST	**0**	**0**	**500**		**500**	
59 - OTHER SOURCES	**0**	**0**	**0**		**0**	
Total Revenue	**$1,117,086**	**$335,257**	**$893,500**		**$893,500**	
Expense						
60 - SALARY AND BENEFITS	**64,278**	**63,800**	**93,654**		93,654	
72 - SUPPLIES & MATERIALS	**909**	**0**	**5,150**		5,150	
73 - CONTRACT & PROF SVCS						
700441 - MEMBERSHIP DUES	0	0	1,917		1,917	
700443 - RENTALS	0	0	0		0	
700444 - LEGAL EXPENDITURES	0	0	2,000		2,000	
700445 - MARKETING/PROMOTIONAL EXP.	50,468	28,570	249,152		249,152	
700446 - INSURANCE PREMIUMS TML	3,557	0	0		0	
700450 - CONTRACTUAL SERVICES	333,550	425,993	444,945	333,500	778,445	Amend for awarded grants not yet paid and for eligible expenses for July 4-6 event.
708103 - PROFESSIONAL FEES	0	0	2,250		2,250	
78 - TRANSFER TO FUNDS	**31,268**	**20,776**	**35,616**		35,616	
79 - OTHER FINANCING USES	**0**	**0**	**3,795**		3,795	
Total Expense	**$484,030**	**$539,139**	**$838,479**	**$333,500**	**$1,171,979**	
Net Total	**$633,056**	**($203,882)**	**$55,021**		**($278,479)**	

UNAUDITED BEGINNING FUND BALANCE	$3,969,486
PROJECTED ENDING FUND BALANCE	$3,691,007

FY 2024 GENERAL FUND AMENDMENT - JUNE 18, 2024
012 - ECONOMIC DEVELOPMENT

	FY 2023 ACTUALS	FY 2024 YTD ACTUAL	FY 2024 BUDGET	FY 2024 AMENDED CHANGE	FY 2024 REVISED BUDGET	EXPLANATION
Revenue						
012 - ECONOMIC DEVELOP NON-ORG						
51 - SALES & OTHER TAXES	3,280,407	1,605,974	3,384,216		**3,384,216**	
55 - INTEREST	54,925	60,386	0	60,386	**60,386**	
Total Revenue	**$3,335,332**	**$1,666,360**	**$3,384,216**	**$60,386**	**$3,444,602**	
Expense						
12011000 - ECONOMIC DEVELOPMENT ADMIN						
60 - SALARY AND BENEFITS	367,889	233,796	479,809		479,809	
72 - SUPPLIES & MATERIALS	57,068	38,259	65,240		65,240	
73 - CONTRACT & PROF SVCS	105,938	132,941	547,011		547,011	
75 - UTILITIES	0	0	100		100	
76 - CAPITAL OUTLAY	0	0	100,000		100,000	
78 - TRANSFER TO FUNDS	1,220	2,042	3,500		3,500	
79 - OTHER FINANCING USES						
700442 - TRAVEL & TRAINING	51,106	2,346	51,970		51,970	
700705 - HOSPITALITY EXPENDITURES	5,206	727	5,350		5,350	
12011800 - BEAUTIFICATION						
60 - SALARY AND BENEFITS	86,181	74,632	82,926		82,926	
72 - SUPPLIES & MATERIALS	8,982	4,953	16,369		16,369	
73 - CONTRACT & PROF SVCS	3,020	462	3,190		3,190	
74 - MAINT & REPAIR SVCS	35,067	29,572	85,600		85,600	
75 - UTILITIES	16,318	7,789	23,100		23,100	
78 - TRANSFER TO FUNDS	3,806	3,701	6,344		6,344	
12051000 - DEVELOPMENT INCENTIVES						
79 - OTHER FINANCING USES						
704200 - SPECIAL PROJECTS-EDC	0	0	0		0	
708501 - ECONOMIC DEV INCENTIVES	221,416	450,045	2,262,000	402,000	2,664,000	Amend for awarded grants not yet paid. Actual payment subject to successful completion of award stipulations
708502 - COMMUNITY DEV INCENTIVES	32,392	0	63,000	(63,000)	0	
12990100 - NON-DEPARTMENTAL						
77 - DEBT SERVICES	0	0	0		0	
78 - TRANSFER TO FUNDS	607,767	615,733	684,439		684,439	
Total Expense	**$1,608,665**	**$1,596,997**	**$4,486,398**	**$339,000**	**$4,825,398**	
Net Total	**$1,726,667**	**$69,363**	**($1,102,182)**		**($1,380,796)**	

UNAUDITED BEGINNING FUND BALANCE	$7,106,886
PROJECTED ENDING FUND BALANCE	$5,726,090

Duncanville
City of Champions

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a resolution authorizing the acceptance of a matching federal grant from the Department of Agriculture, Forest Service through the Texas A&M Forest Service Community Forestry Program.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Tyler Agee, Assistant Parks and Recreation Director

BACKGROUND/HISTORY:
The Texas A&M Forest Service, in collaboration with the USDA Forest Service, supports the development of sustainable urban and community forestry programs through the 2024 Community Forestry Grant Program (CFG). This program is aimed at establishing and promoting sound forestry principles that enhance the environmental health and resilience of forest ecosystems throughout Texas. The grants are designed to support projects that significantly contribute to the environmental well-being, resilience, and sustainability of local communities.

The objectives of the CFG include integrating forestry into all scales of urban planning, enhancing human health and wellness, fostering diversity and leadership in the forestry community, and improving the management and stewardship of community forests. Additionally, the program focuses on increasing funding and public awareness for forestry, promoting environmental education, and prioritizing projects that address challenges such as extreme heat, urban wood utilization, urban food forests, and workforce development.

One specific grant category within the CFG is the Municipal Forester grant. This is designed to fund the position of a qualified city forester or arborist in cities that have not previously had such a position, enhancing local capacity to advance urban and community forestry initiatives. Applicants should clearly define the roles and responsibilities of the Municipal Forester, which may include managing community forests, planting and maintaining trees, developing forestry policies, engaging the community, and coordinating with relevant departments.

Eligible applicants for the grant include local governments, non-profit organizations, tribal entities, state agencies, educational institutions, and public utility districts. Other community groups can participate by partnering with a non-profit or local government. The eligible projects should align with the program's objectives and aim to establish new initiatives or expand existing programs that would not occur without the CFG funding. Each project should emphasize long-term community benefits, incorporate local volunteer support, and foster partnerships that enhance the project's impact on local forestry management and community engagement.

This program represents a crucial effort to promote sustainable urban and community forestry practices that are essential for the ecological and social well-being of communities across Texas.

City Council received a presentation on this grant at the June 4, 2024, meeting.

POLICY EXPLANATION:
The Parks and Recreation Department submitted the grant application on February 16, 2024, and received notification of the award on April 22, 2024. The approval of City Council will allow staff to accept the award. There is no FY 2024 budgetary impact.

The grant aims to solidify Duncanville's commitment to a sustainable urban environment by funding the position of a Municipal Forester. This grant offers $100,000 worth of match funding phased over a 3-year period. This role is crucial in advancing the city's goals of expanding tree canopy, enhancing public green spaces, and fostering community engagement in environmental stewardship. The total estimated annual cost for this position is $73,000. With a projected start date of October 1, 2024, the budgetary impact for this position would be $23,000 in FY 2025, $50,000 in FY 2026, and $52,000 in FY 2027. The grant will reimburse up to $50,000 in year 1 and up to $25,000 in year 2 and year 3 for a grand total of $100,000.

Key Deliverables of the Grant include:

1. Personnel Recruitment and Development
    a. Provide ongoing professional development and certifications in arboriculture
    a. Hire a qualified Municipal Forester
2. Urban Forestry Management:
    a. Develop and implement comprehensive urban forestry management plans
    b. Conduct tree plantings and health assessments, aiming to increase Duncanville's tree canopy by 15% over two years
3. Community Engagement and Education:
    a. Organize and conduct environmental workshops and tree-planting events, with the goal of engaging at least 500 community members
    b. Collaborate with local schools and environmental groups to promote environmental education
4. Sustainability and Evaluation
    a. Integrate sustainable practices into city planning and urban development
    b. Regular monitoring and evaluation of the urban forest's health and biodiversity
    c. Develop a sustainability plan to continue forestry efforts beyond the grant period

This initiative directly supports the city’s strategic goals of enhancing quality of life and promoting environmental sustainability. By securing federal funding, Duncanville is able to leverage local resources more effectively, ensuring that urban forestry initiatives are both impactful and sustainable. The Municipal Forester will play a pivotal role in maintaining and expanding the scope of Duncanville's green initiatives, making our city a model for urban environmental management.

FUNDING SOURCE:

ORG and Object Number
NA

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Approve the resolution accepting the grant.
2. Do not approve the acceptance of the grant.
3. Other actions as specified by Council.

ATTACHMENTS:
Resolution No. - 2024-286 - Texas A&M Forest Service Grant

RESOLUTION NO. 2024-286

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE ACCEPTANCE OF A MATCHING FEDERAL GRANT FROM THE DEPARTMENT OF AGRICULTURE, FOREST SERVICE THRU THE TEXAS A&M FOREST SERVICE COMMUNITY FORESTRY PROGRAM IN AN AMOUNT NOT TO EXCEED $100,000 OVER A THREE-YEAR PERIOD AS PROVIDED IN THE SUBRECIPIENT AGREEMENT ATTACHED HERETO AS EXHIBIT 'A'; AND AUTHORIZING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL TO EXECUTE ALL DOCUMENTS, WHICH INCLUDES THE AUTHORIZATION TO APPLY FOR, ACCEPT, REJECT, ALTER OR TERMINATE THE GRANT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Parks and Recreation Department identified needs within the City to enhance community green spaces, increase the City's tree canopy, integrate green infrastructure in the future urban development projects; and engage with citizens through education and workshops; and

WHEREAS, researched and applied for a matching grant opportunity to fund the hiring of a City Arborist position to carry out the initiative and objectives of the grant and the City; and

WHEREAS, the City Council is in support of the initiative to enhance green spaces, tree sustainability, and urban forestry education.

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

SECTION 1. The City Council authorizes the City Manager or his designee to accept the federal matching grant through the Texas A&M Forest Service Community Forestry Program in the amount of $100,000.00 over a three-year period as provided in the Subrecipient Agreement attached hereto as Exhibit 'A'.

SECTION 2. The City Council authorizes the City Manager, as the authorized official, to execute all documents in regard to the request and grant funds, which includes the authorization to apply for, accept, reject, alter or terminate the grant.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

EXHIBIT A

TEXAS A&M FOREST SERVICE

SUBRECIPIENT AGREEMENT

Subrecipient: City of Duncanville
IDC Rate: 0.00%
Subcontract Amount: $100,000.00

Subcontract Period: 6/1/24 – 5/31/27
UEI: HFQDFSSCNT71
Subcontract #: CO-24-159

This AGREEMENT is between the Texas A&M Forest Service, an agency of the State of Texas and member of The Texas A&M University System ("TFS"), and The City of Duncanville ("SUBRECIPIENT").

TFS and the United States Department of Agriculture, Forest Service ("SPONSOR"), have entered into prime grant/contract 22-DG-11083148-001, further identified as TFS account 137202, which involves the project entitled "City of Duncanville Arborist" (see Appendix B). TFS has determined that it is in the best interests of TFS and SPONSOR for SUBRECIPIENT to hire a municipal forester or arborist to serve Duncanville, TX. SUBRECIPIENT has proposed to TFS to accomplish this work.

The parties agree as follows:

ARTICLE 1. SCOPE OF WORK

To utilize the staff and facilities of SUBRECIPIENT to hire a municipal forester or arborist. Grant and matching funds may be used for the salary of the municipal forester or arborist and fringe benefits.

Specifically, objectives are as follows:

Objective 1: Attend virtual Community Forestry Grants Training (Date TBD).

Objective 2: Create and submit a specific position description to TFS within 30 days of Community Forestry Grants Training.

Objective 3: Conduct proposal (see Appendix C) within the 3-year grant period to hire a municipal forester or arborist in Duncanville, TX.

Objective 4: Provide a report to TFS of accomplishments quarterly, with reports due within 14 days of the end of each quarter, including photos and other media. Template for the report will be provided during the Community Forestry Grants Training.

Objective 5: Provide a report to TFS of final accomplishments within 30 days of grant close. Template for the final report will be provided during the Community Forestry Grants Training.

ARTICLE 2. PERIOD OF PERFORMANCE

The period of performance for this AGREEMENT commences on June 1, 2024, and terminates on May 31, 2027, unless extended by agreement in writing between the parties, or unless terminated by TFS as provided in ARTICLE 9.

ARTICLE 3. PROJECT DIRECTION

TFS hereby names Mac Martin (979) 458-7373 as its PROJECT DIRECTOR. The PROJECT DIRECTOR shall exercise the technical direction of this project on TFS's behalf within the general scope of work. SUBRECIPIENT shall refer all matters affecting the terms of this AGREEMENT or the administration thereof to the PROJECT DIRECTOR, including but not limited to, changes in the scope of work, period of performance, cost, and report requirements. SUBRECIPIENT acknowledges that the PROJECT DIRECTOR is not authorized to amend or waive, on behalf of TFS, any terms of this AGREEMENT.

ARTICLE 4. CONSIDERATION AND PAYMENT

As consideration for its performance under this AGREEMENT, TFS shall pay SUBRECIPIENT a cost-reimbursable amount not to exceed $100,000.00. Funding will be phased over 3 years: Year 1: $50,000, Year 2: $25,000, Year 3: $25,000. SUBRECIPIENT may use grant and matching funds for salary and benefits and additional match will consist of office expenses, supplies, and equipment. TFS shall pay on a reimbursement basis upon submission of approved cost records AND a project final report. TFS may accept interim reports detailing partial project accomplishments and costs for partial payment. Payment of invoices shall be contingent upon approval by the PROJECT DIRECTOR. SUBRECIPIENT shall provide proof-of-payment records for all purchases. These include source documentation such as invoices, cancelled checks, paid receipts, payroll or time and attendance records and contract documents. SUBRECIPIENT shall retain cost records for at least three years following conclusion of the project. All payments are provisional and subject to adjustment within the total estimated cost if adjustment is necessary due to an adverse audit finding against SUBCRECIPIENT.

ARTICLE 5. NOTICES

Any notices required or permitted under this AGREEMENT must be in writing and will be deemed given: (a) three business days after it is deposited and postmarked with the U.S. Postal Service, postage prepaid, certified mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by email transmission with electronic confirmation of receipt by the party being notified, or (d) on the date of delivery if delivered personally. Each party may change its notice address by sending to the other party a notice of the new address. Notices must be addressed as follows:

TFS Administrative Contact:

Texas A&M Forest Service
ATTN: Becky Cupit, Grants Administrator III
200 Technology Way, Suite 1120
College Station, TX 77845-3424

EXHIBIT A

Telephone no: 979-458-6683
Email: bcupit@tfs.tamu.edu

Subrecipient's agent:

City of Duncanville
ATTN: Tyler Agee, Assistant Director
330 Shady Trail Dr., Parks and Recreation
Duncanville, TX 75137
Telephone no: 972-780-5072
Email: tyler.agee@duncanvilletx.gov

ARTICLE 6. INDEPENDENT CONTRACTOR

This AGREEMENT is not intended to create and does not establish a partnership, joint venture, or employment relationship between the parties. Neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. This AGREEMENT is not intended to make employees of either party employees of the other; nor is it intended to make the employees of either party entitled or eligible to participate in any benefits or privileges given or extended by the other party to its employees.

ARTICLE 7. LIABILITY

At all times during and after the termination of this AGREEMENT, SUBRECIPIENT shall, to the extent authorized under Texas law, indemnify and defend TFS, The Texas A&M University System, its regents, officers, employees, and affiliates against any claim, proceeding, demand, liability, or expense (including legal expenses and reasonable attorneys' fees) which relates to injury to persons or property or against any other claim, proceeding, demand, expense, or liability of any kind arising out of or in connection with SUBRECIPIENT's performance under this AGREEMENT, except to the extent that such loss, claim, damage or other liability arises from the negligence or willful misconduct of TFS.

At all times during and after the termination of this AGREEMENT, TFS shall, to the extent authorized under Texas law, indemnify and defend SUBRECIPIENT, its directors, officers, employees, and affiliates against any claim, proceeding, demand, liability, or expense (including legal expenses and reasonable attorneys' fees) which relates to injury to persons or property or against any other claim, proceeding, demand, expenses, or liability of any kind arising out of or in connection with TFS's performance under this AGREEMENT, except to the extent that such loss, claim, damage or other liability arises from the negligence or willful misconduct of SUBRECIPIENT.

ARTICLE 8. RECORDS AND AUDIT

All costs incurred by SUBRECIPIENT in the performance of this AGREEMENT are subject to final review and audit by representatives of SUBRECIPIENT's cognizant Federal Audit Agency; the Comptroller General of the United States; the General Accounting Office; and/or TFS. SUBRECIPIENT shall maintain documents required by applicable Federal Cost Principles and FAR 52.215-1 (Examination of Records by Comptroller General) to support all invoiced costs

during and for at least three years after termination of this AGREEMENT or, if under audit, for as long as is required to resolve. During this period, SUBRECIPIENT shall make such records available for inspection by the audit representatives during normal business hours.

ARTICLE 9. TERMINATION

TFS may terminate this AGREEMENT by written notice to SUBRECIPIENT. Upon termination, TFS shall reimburse SUBRECIPIENT as specified in Article 4 for all allowable costs and non-cancelable commitments incurred in the performance of this AGREEMENT to the date of termination, such reimbursement not to exceed the not-to-exceed cost specified in Article 4.

ARTICLE 10. CERTIFICATIONS

SUBRECIPIENT, and SUBRECIPIENT's authorized representative who signs this AGREEMENT, hereby certify, to the best of their knowledge and belief, to the following:

Certification Regarding Lobbying (2 CFR 200.450)
No federal appropriated funds have been paid or will be paid, by or on behalf of SUBRECIPIENT, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this AGREEMENT, in accordance with 2 CFR 200.450. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this AGREEMENT, SUBRECIPIENT shall complete and submit SF-LLL, "Disclosure Form to Report Lobbying," to TFS. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Debarment, Suspension, and Other Responsibility Matters (2 CFR 200.214 and 2 CFR 180)
Neither SUBRECIPIENT nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.

Audit and Access to Records
SUBRECIPIENT shall provide TFS with notice of any adverse findings which impact this AGREEMENT. SUBRECIPIENT certifies compliance with applicable provisions of 2 CFR 200.501-200.521, and shall supply a certification, attached hereto as APPENDIX A, for each fiscal year that this AGREEMENT is in effect. SUBRECIPIENT shall provide access to records as required by parts 2 CFR 200.337 and 200.338 as applicable.

Program for Enhancement of Contractor Employee Protections (41 U.S.C 4712)
SUBRECIPIENT shall inform its employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform their employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of

the workforce; and include such requirements in any agreement made with a subcontractor or subgrantee.

Reporting Subawards and Executive Compensation.
SUBRECIPIENT shall comply, to the extent applicable, with the award terms in U.S. OMB regulatory guidance, "Reporting Subaward and Executive Compensation Information," 2 CFR Part 170, Appendix A.

Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment
Pursuant to 2 CFR 200.216, SUBRECIPIENT may not obligate or expend funds received under this AGREEMENT to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services (as described in Public Law 115-232, section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.

ARTICLE 11. GENERAL PROVISIONS

The terms of Appendix B are incorporated into this AGREEMENT. To the extent the terms of Appendix B between SPONSOR and TFS apply to this AGREEMENT, then TFS hereby assumes toward SUBRECIPIENT all the obligations, rights, duties, and redress that SPONSOR under Appendix B assumes toward TFS. In an identical way, SUBRECIPIENT assumes toward TFS all the obligations, rights, duties, and redress that TFS assumes toward SPONSOR under Appendix B. Should any terms of Appendix B conflict with the terms in the body of this AGREEMENT, the terms in the body of this AGREEMENT will control. SUBRECIPIENT shall abide by the conditions on activities and restrictions on expenditure of federal funds in appropriations acts that are applicable to this AGREEMENT to the extent those restrictions are pertinent.

This AGREEMENT contains the entire understanding of the parties as to its subject matter and supersedes all other written and oral agreements between the parties as to that subject matter. This AGREEMENT may only be amended or superseded if expressly stated in a written agreement signed by an authorized representative of each party. Each party hereby objects to any different or additional terms on any purchase order, invoice, acknowledgement, or similar form.

SUBRECIPIENT may not assign this AGREEMENT, in whole or in part, without the prior written consent of TFS. Any attempt to do so is void.

SUBRECIPIENT may not use the name or any adaptation of the name of TFS, The Texas A&M University System, or any of its personnel in any way except in factual statements that, in context, are not misleading or imply an endorsement.
Neither party will be liable or responsible to the other party nor be deemed to have breached this AGREEMENT for failure or delay in fulfilling or performing any obligation under this AGREEMENT if and to the extent such failure or delay is caused by or results from causes beyond the affected party's reasonable control, including, but not limited to, acts of God, strikes, riots, flood, fire, epidemics, natural disaster, embargoes, war, insurrection, terrorist acts, or any other circumstances of like character; provided, however, that the affected party has not caused such force majeure event(s), uses reasonable efforts to avoid or remove such causes of nonperformance,

and continue performance with reasonable dispatch when such causes are removed. The affected party shall provide the other party with prompt written notice of any delay or failure to perform that occurs due to force majeure, including describing the force majeure event(s) and the actions taken to minimize the impact of such event(s).

The failure of either party at any time to require performance by the other party of any provision of this AGREEMENT will not affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.

Each provision of this AGREEMENT is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this AGREEMENT remain valid, legal, and enforceable.

SUBRECIPIENT acknowledges that TFS, as an agency of the State of Texas, possesses certain rights and privileges, is subject to certain limitations and restrictions, and only has authority as is granted to it under Texas law. Nothing in this AGREEMENT is intended to waive or relinquish TFS's sovereign immunity or any other exemptions, remedies, privileges, or immunities as may be provided by law, or to exceed the authority granted to TFS under Texas law or the U.S. Constitution.

To the extent applicable, SUBRECIPIENT shall use the dispute resolution process provided in Chapter 2260 of the Texas Government Code to attempt to resolve a dispute arising under this AGREEMENT, and that process is a required prerequisite to suit in accordance with Chapter 107, Texas Civil Practice and Remedies Code. SUBRECIPIENT shall submit written notice of a claim of breach of contract under this chapter to TFS's designated official, who will examine SUBRECIPIENT's claim and any counterclaim and negotiate with SUBRECIPIENT in an effort to resolve the claim.

The parties have executed this AGREEMENT on the day and year last specified below.

Texas A&M Forest Service

By: _____
Al Davis
Director

Date: 4/23/24

The City of Duncanville

By: _____

Title:

Date: _____

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution approving the submittal of the FY2024 Community Development Block Grant (CDBG) Project/Activity Applications for CDBG funds with Dallas County.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**
- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works

BACKGROUND/HISTORY:
Every other year, the City applies for grants through the Dallas County CDBG program to be used for low-moderate income areas of the city. Since 2001, this grant has been utilized to fund a code enforcement officer, with any remaining funds used to assist in funding park improvements, street and sidewalk improvements, and water and/or sewer improvements. Dallas County notified the City that funds in the amount of $217,000.00 are available for the FY2025 and FY2026 CDBG Program. For the FY2023 and FY2024 funding years, the grant contributed to funding a Neighborhood Services Officer and constructing sidewalks and Americans with Disabilities Act (ADA) ramps along Oriole Blvd.

Staff suggests a portion of these funds be allocated for the continued funding of a Neighborhood Services Officer for two years. Since 2001, this grant has funded a Registered Code Enforcement Officer, aka Neighborhood Services Officer, whose assigned duty is to visually inspect low-moderate income area (Attachment 1) properties. The Neighborhood Services Officer typically looks for high grass, junk motor vehicles, the dilapidation of structures, illegal storage, and graffiti. If violations are found, the code officer takes the necessary steps to have the property owner mitigate the violations.

In addition to continued funding for the Neighborhood Services Officer, staff recommends Camp Wisdom West/Forest Hills Ramp Improvements along Johnson Dr., Dawson Dr., and Power Dr., from Flamingo Way to Michaels Dr. This project will provide approximately 100 linear feet of sidewalk panel replacement and ADA-compliant ramps at intersections.

POLICY EXPLANATION:
CDBG funds are available for various projects or programs if non-code enforcement projects or programs meet one of three national objectives:

1. eliminates blight,
2. eliminates a community-threatening condition, or
3. principally benefits low/moderate-income people

These projects must be in defined areas, where at least 51% of the population directly benefits are of low/moderate income. As of FY24, to qualify as low/moderate, the maximum household income must be between $61,800.00 and $116,500.00, depending on the household size.

By submitting a grant application and entering into an implementation agreement upon acceptance, the City continues its commitment to code enforcement activities, a key element in maintaining properties in good condition and appearance. Well-maintained properties and city amenities will also help preserve our residential housing stock property values. The Neighborhood Services application provides CDBG FY25 and FY26 funding of $135,000.00 for 100% of the Neighborhood Services officer's salary and other reimbursable expenses for the next two years. Expenses include retirement contributions, FICA (SS/Medicare) contributions, uniform rental, cell phone, data connection charges, office supplies, and training.

After providing continued funding for a Neighborhood Services Officer, a balance of $82,000.00 remains to be applied to an improvement project. Staff recommends Camp Wisdom West/Forest Hills Ramp Improvements.

FUNDING SOURCE:

ORG and Object Number

- Neighborhood Services: 01036500 – Estimated FY 25 and 26 Expenditures: $135,000.00
- Street Construction CIP Project/Construction: 20100000-708102 (Construction) – Estimated FY 25 Expenditures: $82,000.00

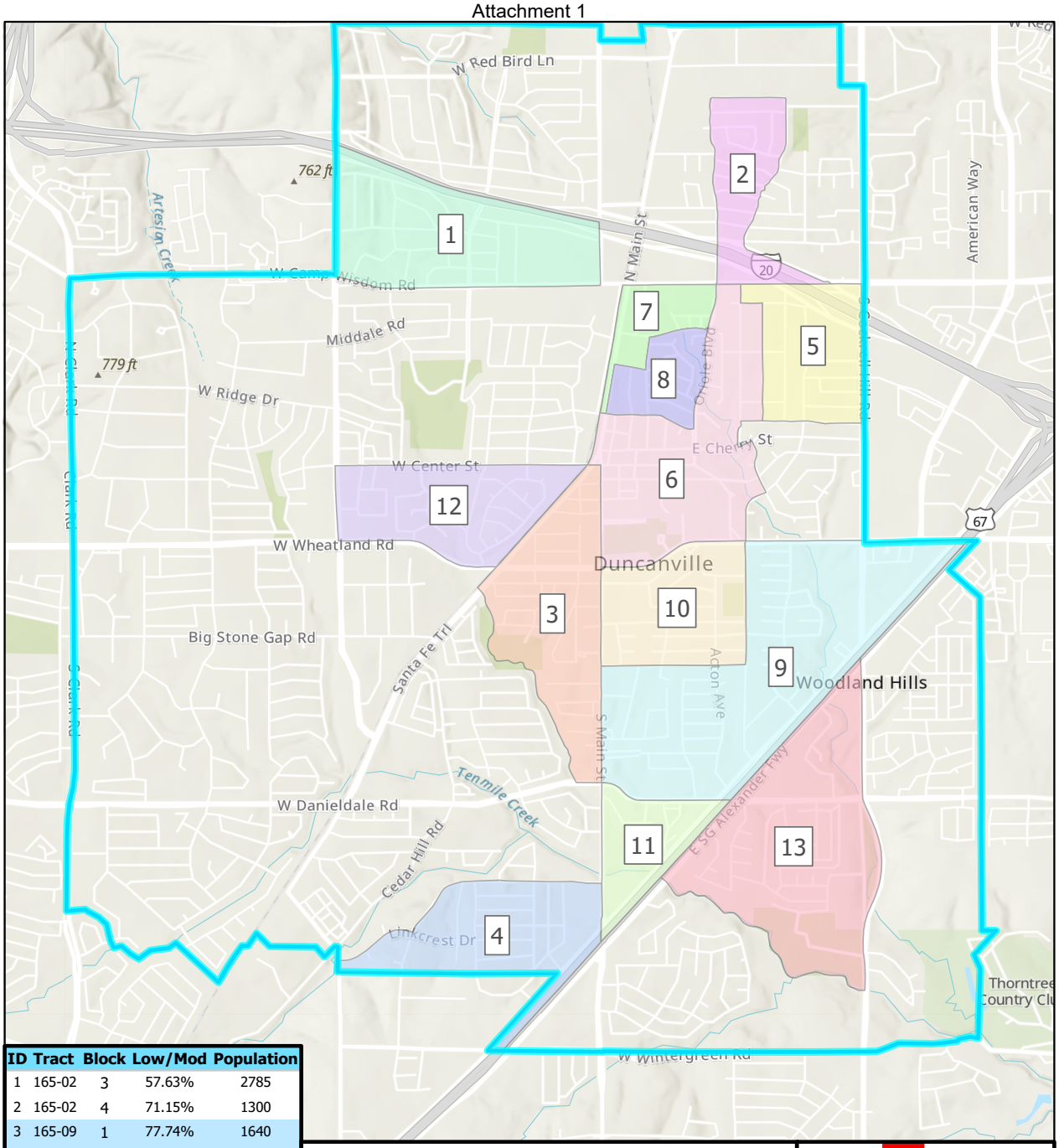
Available Budget	**Purchase Amount**	**After Encumber**
$217,000.00	$217,000.00	$0.00

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove.
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - City Map of CDBG Locations
Resolution No. - 2024-270 - CDBG Applications with Exhibits

Attachment 1



ID	Tract	Block	Low/Mod	Population
1	165-02	3	57.63%	2785
2	165-02	4	71.15%	1300
3	165-09	1	77.74%	1640
4	165-09	5	62.56%	1095
5	165-16	1	66.67%	1470
6	165-16	2	54.14%	1450
7	165-16	3	85.87%	460
8	165-16	4	64.02%	1070
9	165-17	1	54.77%	2675
10	165-17	2	53.42%	1170
11	165-17	3	59.09%	440
12	165-18	4	74.11%	1835
13	166-06	2	62.43%	945

COMMUNITY DEVELOPMENT BLOCK GRANT

CITY OF DUNCANVILLE
PUBLIC WORKS DEPARTMENT

LOW & MODERATE INCOME AREAS

Duncanville
City of Champions

RESOLUTION NO. 2024-270

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE SUBMITTAL OF FY2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT/ACTIVITY APPLICATIONS FOR CDBG FUNDS WITH DALLAS COUNTY; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE ALL PAPERWORK AND PROJECT IMPLEMENTATION AGREEMENTS; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, is eligible to receive funding from the Dallas County Community Development Block Grant Program (hereinafter "CDBG") created under the Department of Housing and Urban Development; and

WHEREAS, the City of Duncanville has been notified that funds in the amount of $217,000.00 are available to the City in the CDBG Grant Program for the City's FY25 and FY26 budgets; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to use these funds to benefit low and moderate-income neighborhoods within the designated areas.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby authorizes the City Manager or designee to submit grant applications with Dallas County, which will enable the City of Duncanville to use CDBG funds within Duncanville to provide:

A. Neighborhood Services Officer
Salary and Other Reimbursable Expenses for Two Years - $135,000

AND

B. Camp Wisdom West/Forest Hills ADA Ramp Improvements - $82,000.00

Total Grant Request – $217,000.00

SECTION 2. The City Manager of the City of Duncanville or designee is hereby authorized to execute all paperwork and Project Implementation Agreements, as necessary, to fulfill the requirements of receiving CDBG funding should grant funding be awarded to the City.

SECTION 3. This Resolution should become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

FY2024 DALLAS COUNTY CDBG PROJECT/ACTIVITY APPLICATION

Due: Thursday, May 30, 2024 by 4:00 P.M.

Each project/activity must be on a separate application.

CITY	City of Duncanville
CITY ADDRESS	203 E. Wheatland Rd.
CITY ZIP CODE	75116
TITLE OF PROJECT/ACTIVITY	Neighborhood Services Officer

(1.) Number of beneficiaries 18,335

(2.) Percentage of beneficiaries that are low/moderate income 63.46%

(3.) How was number of beneficiaries/percentage of beneficiaries being low/moderate income calculated?
[ ] by a survey conducted on _____
[X] by census data from HUD's data map
[ ] other, explain _____

(4.) Please provide below the required information for the project:
Census Tract 165-02 Block Group 3, 4
Census Tract 165-09 Block Group 1, 5
Census Tract 165-16 Block Group 1, 2, 3, 4
Census Tract 165-17 Block Group 1,2,3
165-18 - Block 4; 166-06 - Block 2

(5.) Identify which national CDBG objective this project addresses:
[X] primarily assists low/moderate income
[ ] eradicates blight
[ ] eliminates community-threatening condition

(6.) Is the service area for this project city-wide?

[ ] Yes

[X] No If no, a map with the project's service area boundaries clearly marked must be attached. In addition, for capital improvement projects, the map must **clearly** show the location of the project and **its beginning and ending points.**

(7.) Describe proposed project: This description should specifically explain what will be undertaken, where it will occur, why it needs to be undertaken, and what problems it will solve. **Please be very specific in the description.** If, for instance, the proposed project involves improving a road or replacing a water line, be sure to state that the project will cover a certain amount of linear feet from Point A to Point B; any problems with the road/line, etc.

The proposed project will fund approximately 100% of salary and other expenses for the position of Neighborhood Services Officer to oversee the areas designated on the project area map (attached). The principal functions of the officer will include code enforcement to reverse structure decline, removal of debris/junk and ensure maintenance of open spaces. Funding is for a two-year cycle.

(8.) Project represents:

[ ] new project/activity

[X] continuation of an on-going activity such as code enforcement **(please note that all "continuation projects" must have a fully-completed application; please do not use verbiage such as "same as last year" or "refer to previous application")**

[ ] completion of an existing project, such as a capital improvement project, that has received funding in the past, but still needs additional funding in order to be constructed **(please note that all "completion of existing projects" must have a fully-completed application; please do not use verbiage such as "same as last year" or "refer to previous application")**

(9.) Attach a line-item budget for the proposed project/activity. Describe within this budget how proposed costs are derived. **If the project is for a code**

program, please be sure that the provided budget is for two years. For capital improvement projects, also provide itemized costs and quantities for such components including, but not limited to, right-of-way/easement acquisition, surveying/engineering design, utility relocation, construction management, materials, and permits/fees. Where possible for capital improvement projects, have the estimates provided by a licensed professional engineer.

(10.) Describe how project/activity is to be funded:

- FY2024 CDBG funding being allocated $135,000.00
- CDBG funding from completed/canceled projects now being reallocated _____
- Non-CDBG funding that has been allocated _____
- Additional funding still needed _____

TOTAL BUDGET $135,000.00

*

(11.) If carry-over CDBG funding from previous projects is going to be used, identify the previous projects from which this funding is being reallocated and the amounts being reallocated (please note that carryover funds are not available until the project is officially completed and all outstanding invoices have been paid).

N/A

(12.) If non-CDBG funding is to be used, please describe whether the source of this funding (e.g.--City bond funds, City revenues, state/federal grant, private funding, etc.) has already been secured or when such funding will become available.

N/A

(13.) If additional funding will still be needed, describe how additional funding will be provided (i.e., through future CDBG funds, city bond program, etc.).

N/A

(14.) Describe what portions of the project, to the extent applicable, that will be implemented/ managed by the County, the City, another organization, or some combination of these entities.

The City of Duncanville will manage the entire project.

(16.) What amount is being proposed for design? N/A

(16.) When will design start and when will design be completed?

(17.) Proposed start date for implementing project October 1, 2024

(18.) Proposed completion date September 30, 2026

Project Title	CDBG - Neighborhood Services Officer
Project Address	203 E. Wheatland Rd.
Project Zip Code	75116

City Contact Person for Project	David Kees
Contact Person Title	Assistant to the City Manager
Contact Person's Phone Number	972-780-5007
Contact Person E-mail Address	david.kees@duncanvilletx.gov
Contact Person's Signature	
Authorized Person Name (Mayor/City Manager, etc)	Douglas Finch, City Manager

DATE: May 30, 2024

CITY OF DUNCANVILLE
P. 0. Box 380280
Duncanville, TX 75138-0280
972-780-4924

DALLAS COUNTY CDBG PROGRAM-FUNDING REQUEST

CDBG FY 2024-25 and 2025-26 Total Amount Requested: **$135,000.00**

PROJECT NAME: **CDBG CODE OFFICER PROGRAM**

REIMBURSEMENT REQUEST SUMMARY

	Total Budget Request	FY 2025	FY 2026
PERSONNEL:			
Salary	114,444.00	$ 57,222.00	$ 57,222.00
Health/Insurance			
Social Security/FICA	8,754.97	4,377.48	4,377.48
Retirement	10,450.31	5,802.31	4,648.00
NON-PERSONNEL:			
Conference/Training/Dues			
Office Supplies/Uniforms	1,350.72	675.36	675.36
TOTAL	$ 135,000.00	$ 68,077.15	$ 66,922.84

CERTIFICATION

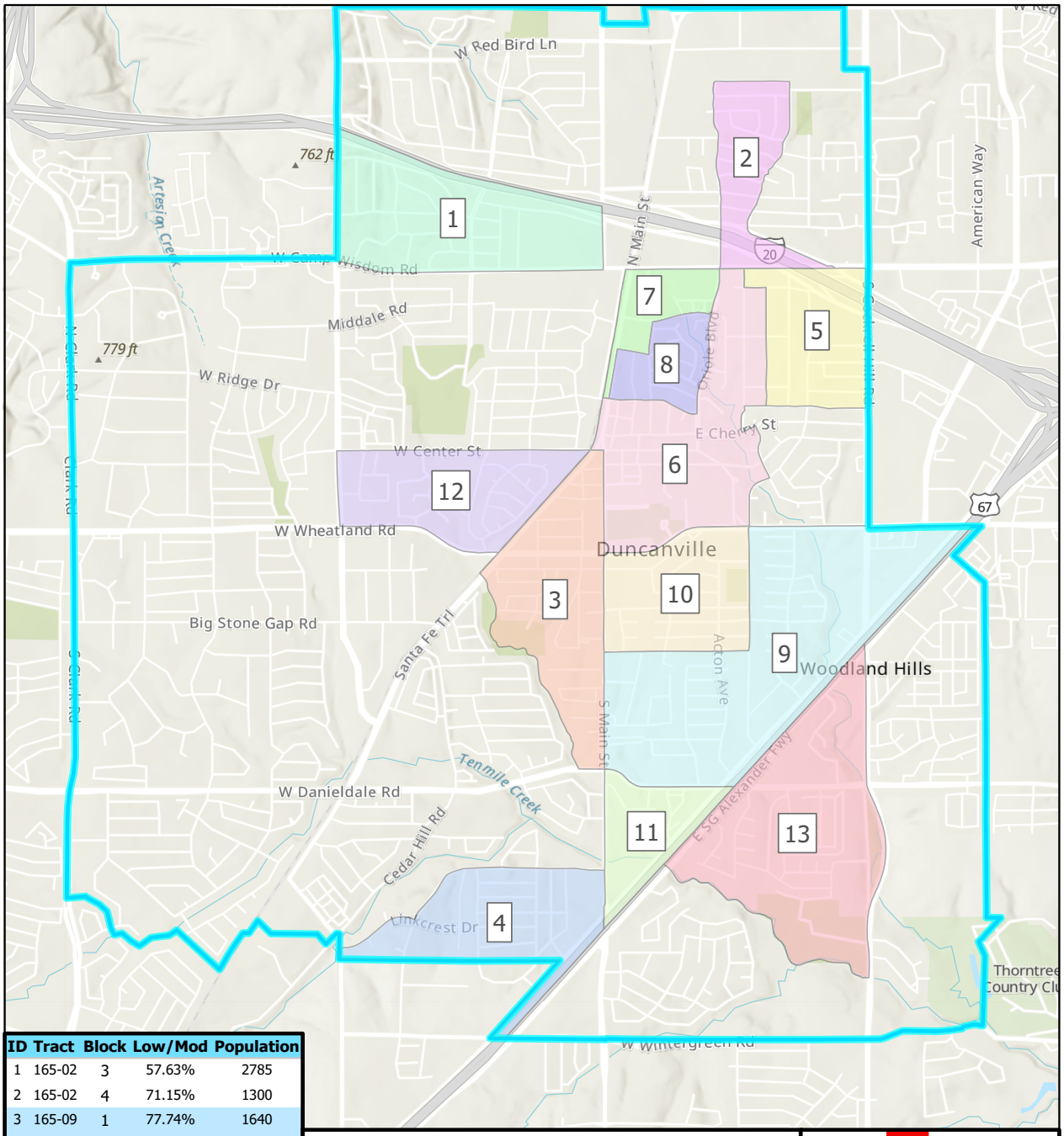
I certify that "Request for Reimbursement" has been drawn in accordance with the terms and conditions of the Project Implementation Agreement and that the data reported is true and correct. I also certify that the amount of the request is not in excess of allowable budgeted amount as outlined in the Project Implementation Agreement.

Jennifer Otey May 30, 2024

Jennifer Otey Date
Budget Administrator

COUNTY USE ONLY:
Approval to be accompanied by request for payment.

County Official



ID	Tract	Block	Low/Mod	Population
1	165-02	3	57.63%	2785
2	165-02	4	71.15%	1300
3	165-09	1	77.74%	1640
4	165-09	5	62.56%	1095
5	165-16	1	66.67%	1470
6	165-16	2	54.14%	1450
7	165-16	3	85.87%	460
8	165-16	4	64.02%	1070
9	165-17	1	54.77%	2675
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11	165-17	3	59.09%	440
12	165-18	4	74.11%	1835
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COMMUNITY DEVELOPMENT BLOCK GRANT

CITY OF DUNCANVILLE
PUBLIC WORKS DEPARTMENT

LOW & MODERATE INCOME AREAS

Duncanville
City of Champions

Exhibit B

FY2024 DALLAS COUNTY CDBG PROJECT/ACTIVITY APPLICATION

Due: Thursday, May 30, 2024 by 4:00 P.M.

Each project/activity must be on a separate application.

CITY	Duncanville
CITY ADDRESS	203 E. Wheatland Rd.
CITY ZIP CODE	75116
TITLE OF PROJECT/ACTIVITY	Camp Wisdom West/Forest Hills ADA Ramp Improvements

(1.) Number of beneficiaries 2,920

(2.) Percentage of beneficiaries that are low/moderate income 60.405%

(3.) How was number of beneficiaries/percentage of beneficiaries being low/moderate income calculated?

- ☐ by a survey conducted on _____
- ☑ by census data from HUD's data map
- ☐ other, explain _____

(4.) Please provide below the required information for the project:

Census Tract	165-16	Block Group	1,2
Census Tract		Block Group	
Census Tract		Block Group	
Census Tract		Block Group	

(5.) Identify which national CDBG objective this project addresses:

- ☑ primarily assists low/moderate income
- ☐ eradicates blight
- ☐ eliminates community-threatening condition

(6.) Is the service area for this project city-wide?

☐ Yes

☑ No If no, a **map** with the project's service area boundaries clearly marked must be attached. In addition, for capital improvement projects, the map must **clearly** show the location of the project and **its beginning and ending points.**

(7.) Describe proposed project: This description should specifically explain what will be undertaken, where it will occur, why it needs to be undertaken, and what problems it will solve. **Please be very specific in the description.** If, for instance, the proposed project involves improving a road or replacing a water line, be sure to state that the project will cover a certain amount of linear feet from Point A to Point B; any problems with the road/line, etc.

The proposed project involves installing approximately 30 barrier-free ramps at intersections with some sidewalk panel replacement (approximately 100 linear feet). The project limits are along Johnson Dr., Dawson Dr., and Power Dr., from Flamingo Way to Michaels Dr. The new ramps and sidewalk panels will provide accessibility in compliance with the Americans with Disabilities Act, where access does not currently exist.

(8.) Project represents:

☑ new project/activity

☐ continuation of an on-going activity such as code enforcement **(please note that all "continuation projects" must have a fully-completed application; please do not use verbiage such as "same as last year" or "refer to previous application")**

☐ completion of an existing project, such as a capital improvement project, that has received funding in the past, but still needs additional funding in order to be constructed **(please note that all "completion of existing projects" must have a fully-completed application; please do not use verbiage such as "same as last year" or "refer to previous application")**

(9.) Attach a line-item budget for the proposed project/activity. Describe within this budget how proposed costs are derived. **If the project is for a code**

program, please be sure that the provided budget is for two years. For capital improvement projects, also provide itemized costs and quantities for such components including, but not limited to, right-of-way/easement acquisition, surveying/engineering design, utility relocation, construction management, materials, and permits/fees. Where possible for capital improvement projects, have the estimates provided by a licensed professional engineer.

(10.) Describe how project/activity is to be funded:

• FY2024 CDBG funding being allocated	$82,000.00
• CDBG funding from completed/canceled projects now being reallocated	$0.00
• Non-CDBG funding that has been allocated	$0.00
• Additional funding still needed	$0.00
TOTAL BUDGET	$82,000.00

*

(11.) If carry-over CDBG funding from previous projects is going to be used, identify the previous projects from which this funding is being reallocated and the amounts being reallocated (please note that carryover funds are not available until the project is officially completed and all outstanding invoices have been paid).

N/A

(12.) If non-CDBG funding is to be used, please describe whether the source of this funding (e.g.--City bond funds, City revenues, state/federal grant, private funding, etc.) has already been secured or when such funding will become available.

N/A

(13.) If additional funding will still be needed, describe how additional funding will be provided (i.e., through future CDBG funds, city bond program, etc.).

N/A

(14.) Describe what portions of the project, to the extent applicable, that will be implemented/ managed by the County, the City, another organization, or some combination of these entities.

The City of Duncanville will manage the entire project.

(16.) What amount is being proposed for design? $0.00

(16.) When will design start and when will design be completed?

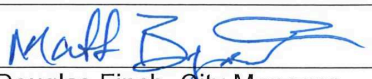
There is no design required for this project.

(17.) Proposed start date for implementing project October 1, 2024

(18.) Proposed completion date September 30, 2025

Project Title	Camp Wisdom West/Forest Hills ADA Ramp Improvements
Project Address	Camp Wisdom West and Forest Hills Subdivisions
Project Zip Code	75116

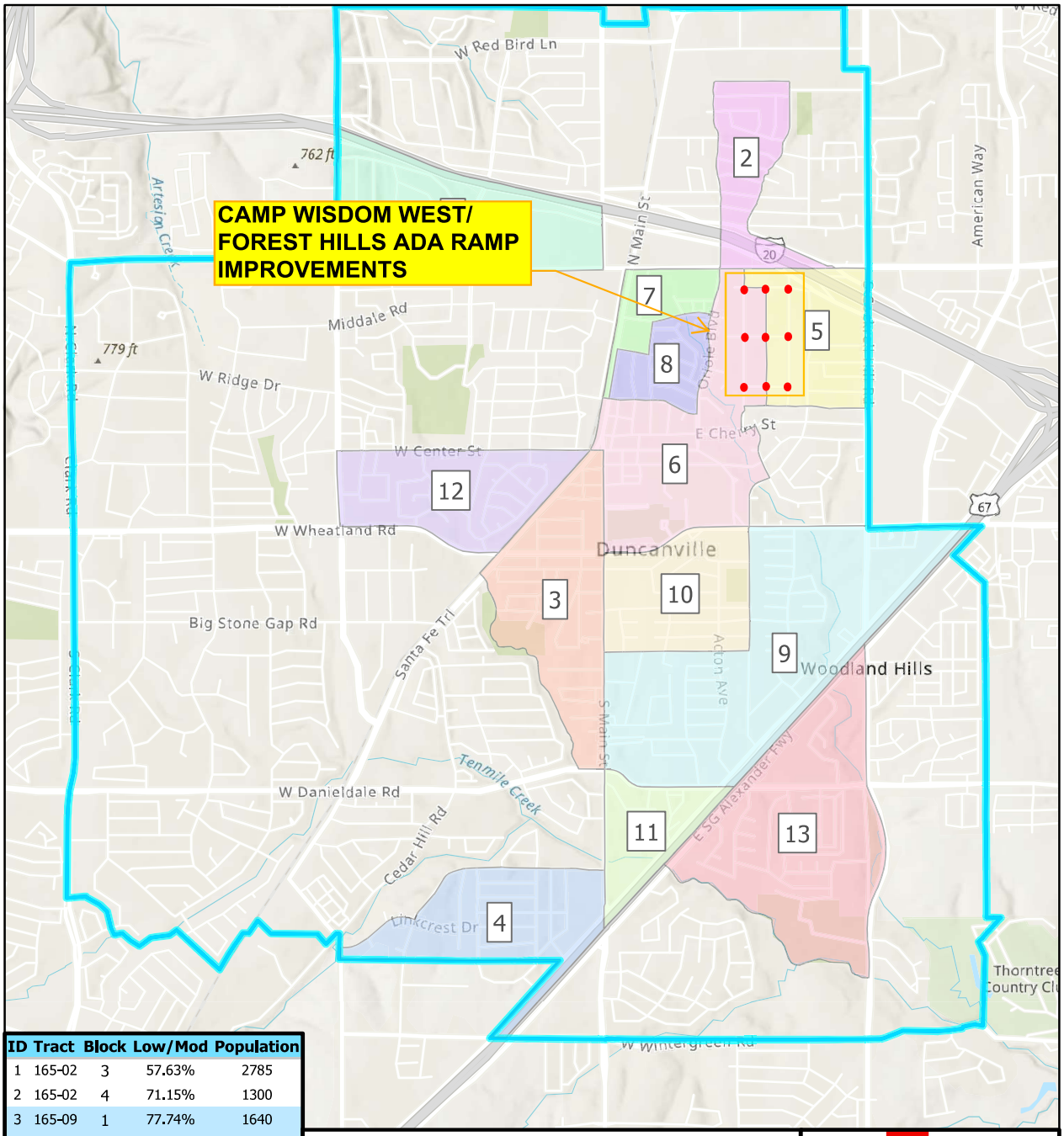
City Contact Person for Project	Matt Bryant
Contact Person Title	Assistant Director of Public Works
Contact Person's Phone Number	(972) 780-5016
Contact Person E-mail Address	Matt.bryant@duncanvilletx.gov

Contact Person's Signature	
Authorized Person Name (Mayor/City Manager, etc)	Douglas Finch, City Manager

Camp Wisdom West/Forest Hills ADA Ramp Improvements
Proposed Project Line-Item Budget

Item #	Est. Quantity	Unit	Description	Unit Price Materials	Total Extension
1	30	EA	ADA Curb Ramp	$2,500.00	$75,000.00
2	100	LF	Concrete Curb & Gutter	$70.00	$7,000.00
				Subtotal:	$82,000.00

The proposed costs were derived using data from the response to a recently bid project. A cost escalation factor was factored into the final proposed unit price for materials.



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6	165-16	2	54.14%	1450
7	165-16	3	85.87%	460
8	165-16	4	64.02%	1070
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11	165-17	3	59.09%	440
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13	166-06	2	62.43%	945

COMMUNITY DEVELOPMENT BLOCK GRANT

CITY OF DUNCANVILLE
PUBLIC WORKS DEPARTMENT

PROJECT LOCATION

Duncanville
City of Champions

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution authorizing a Cooperative Purchasing Agreement with Austin Asphalt, Inc. through Dallas County Invitation for Bid 2022-046-6961 for hot mix asphalt for a one-year term, with the option to renew for up to three additional one-year terms, in an estimated contract amount not to exceed $322,981.00 over the four years, subject to the exercise of a contract renewal and City Council appropriation.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works
Bertram Johnson, Interim Street Superintendent

BACKGROUND/HISTORY:
Hot mix asphalt combines coarse and fine rock aggregate and liquid asphalt. It is commonly used to pave roads. This mix is highly resistant to water, which helps protect the subgrade and prevent further roadway or right-of-way deterioration. The City of Duncanville Street Maintenance crews use hot mix asphalt for street and alley repairs, including potholes, utility cut street repairs (following a water main or sewer line break), and full-depth repairs citywide.

Hot mix asphalt is available from Austin Asphalt, Inc. of Coppell, TX, through Dallas County Invitation for Bid (IFB) 2022-046-6961. The contract covers hot mix asphalt through December 6, 2027; the current pricing is outlined in Attachment 1.

POLICY EXPLANATION:
City Council is requested to approve a contract with Austin Asphalt, Inc. in the total amount of $322,981.00. The estimated expenditures per fiscal year are $70,000.00 for FY24 and $252,981.00 over fiscal years 25 through 28, subject to appropriations in FYs 25-28, as outlined below. FYs 26 - 27 include an approximate 5% increase over the previous year to accommodate any price escalations that may arise throughout the contract's life. This authorization should cover all hot mix asphalt needs through December 5, 2027, the expiration date of Dallas County's agreement with Austin Asphalt, Inc.

FY 24: $70,000.00
FY 25: $73,500.00
FY 26: $77,175.00
FY 27: $81,034.00
FY 28: $21,272.00

State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any state law requiring that the local government seek competitive bids to purchase the item. The Texas Local Government Code Chapters 271 and 791 allow government agencies to voluntarily participate in these cooperative arrangements.

FUNDING SOURCE:

ORG and Object Number

- Street: 01066200-700227 (Direct Materials) – Available Budget of $105,838.96 (Estimated FY24 Expenditure: $35,000.00)
- Water/Sewer: 02312000-700227 (Direct Materials) – Available Budget of $89,180.64 (Estimated FY24 Expenditure: $35,000.00)

Available Budget	**Purchase Amount**	**After Encumber**
$195,019.60	$70,000.00	$125,019.60

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove.
3. Other actions as directed by Council.

ATTACHMENTS:

Attachment 1 - Dallas County Pricing
Resolution No. - 2024-285 - Hot Mix Asphalt with Exhibit

Attachment 1

Breanna Davis

From: Steve Waczak <swaczak@Austin-Ind.com>
Sent: Monday, June 3, 2024 3:49 PM
To: Breanna Davis
Cc: Matt Bryant
Subject: Re: [EXT] Austin Asphalt - Dallas County Contract Pricing for Duncanville

Yes we will honor our coop pricing option to City of Duncanville

Regards

Steve

Steve Waczak
Asphalt Sales

Austin Asphalt Inc.
1199 South Beltline Road #110
Coppell, Texas 75019
SWaczak@Austin-Ind.com
Mobile 469-673-4318
Main Dispatch 866-587-0001

On Jun 3, 2024, at 3:18 PM, Breanna Davis <bdavis@duncanville.com> wrote:

This email originated from an external organization.
Use caution when clicking on links or opening attachments and never enter your Austin credentials.

Hi, Steve,

Please let us know if Austin Asphalt agrees to honor Dallas County's pricing for hot mix asphalt.

Thank you!

Breanna Davis
Executive Assistant – Public Works
<image001.jpg>

203 E. Wheatland Rd
Duncanville, TX 75116
972.780.5015 P
www.duncanvilletx.gov

This email originated from an external organization.

<Austin Asphalt Bid Response - Dallas County.pdf>

					Vendor No .1 Austin Asphalt, Inc. 6330 Commerce Dr. Suite 150 Irving, Tx 75063 Mr. Steve Waczak swaczak@austin-ind.com Ph# 469-673-4318				Vendor No. 2 Crafco Inc. 6165 W. Detroit St. Chandler, Az 85226 Ms. Debby Eddy Ph# 602-276-0406				Vendor No.3 Ergon Asphalt & Emulsions, Inc. 11612 RM 2244, Building 1, Suite 250 Austin, Tx 78738 Mr. Pat Doyle pat.doyle@ergon.com Ph#512-469-9292				Vendor No.4 Professional Coating Technologies, Inc. 1001 Mt. Lebanon Cedar Hill, Tx 75104 Mr. Aaron Bland aaron.bland@pctworldwide.com Ph# 214-673-4703				Vendor No.5 Texas Materials Group, Inc. 420 Docker Drive Suite 200 Irving, Tx 75062 Mr. James Connor james.connor@texasbit.com Ph# 214-741-3531			
1																											
2					#7, 15, 16, 17				#28				#18, 19, 20, 23, 24, 30				#21, 22, 25, 26, 27, 29				#8, 9, 10, 11, 12, 13, 14			
3		Description	Estimated Five-year Quantity	Unit of Measure	Unit Price	Extended Five-year Total	Plant Location and Address	Hours of Operation	Unit Price	Extended Five-year Total	Plant Location and Address	Hours of Operation	Unit Price	Extended Five-year Total	Plant Location and Address	Hours of Operation	Unit Price	Extended Five-year Total	Plant Location and Address	Hours of Operation	Unit Price	Extended Five-year Total	Plant Location and Address	Hours of Operation
4		**GROUP A**																						
5	No. 1	AGGREGATE FOR SURFACE, TX DOT ITEM 302, TYPE B, CRUSHED STONE, GRADE 3 (CHAT) LOADED ON COUNTY TRUCKS AT VENDOR PLANT	5,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
6	No. 2	AGGREGATE FOR SURFACE, TX DOT ITEM 302, TYPE B, CRUSHED STONE, GRADE 3 (CHAT) DELIVERED TO ROAD & BRIDGE DISTRICT OFFICE	7,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
7	No. 3	AGGREGATE FOR SURFACE, TX DOT ITEM 302, TYPE B, CRUSHED STONE, GRADE 4 LOADED ON COUNTY TRUCKS AT VENDOR PLANT	6,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
8	No. 4	AGGREGATE FOR SURFACE, TX DOT ITEM 302, TYPE B, CRUSHED STONE, GRADE 4 DELIVERED TO ROAD & BRIDGE DISTRICT OFFICE	10,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
9	No. 5	WASHED SAND, TX DOT, STANDARD SPECIFICATIONS FOR CONSTRUCTION OF HIGHWAYS, STREETS AND BRIDGES, ITEM 421, (5) FINE AGGREGATE LOADED ON COUNTY TRUCKS AT VENDOR PLANT	6,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
10		**GROUP B**																						
11	No. 6	CEMENT TREATED BASE (SCALPING MIX WITH 5-1/2% CEMENT LOADED ON COUNTY TRUCKS AT VENDOR PLANT	100,000	Ton	No Bid				No Bid				No Bid				No Bid				No Bid			
12	No.7	HIGH PERFORMANCE COLD MIX, AS PER BID SPECIFICATION, RAPID ROAD REPAIR R3 OR EQUAL LOADED ON COUNTY TRUCKS AT VENDOR PLANT	2500	Ton	$125.00	$ 312,500.00	11143 Goodnight Ln. Dallas, Tx 75229	Monday -Friday 7 :00am- 5:00 pm	No Bid				No Bid				No Bid				No Bid			
13	No. 8	Hot Mix Asphaltic Concrete Pavement, Txdot item 340, Type B, installed or laid by contractor personnel, as per bid specifications 1,500 tons or more per job	10,000	Ton	No Bid				No Bid				No Bid				No Bid				$104.65	$ 1,046,500.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
15	No. 9	HOT MIX ASPHALTIC CONCRETE PAVEMENT, TXDOT ITEM 340, TYPE B, INSTALLED OR LAID BY CONTRACTOR PERSONNEL, AS PER BID SPECIFICATIONS 500-1499 tons per job	7,500	Ton	No Bid				No Bid				No Bid				No Bid				$104.65	$ 784,875.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
16	No 10	HOT MIX ASPHALTIC CONCRETE PAVEMENT, TXDOT ITEM 340 TYPE, B, INSTALLED OR LAID BY CONTRACTOR PERSONNEL, AS PER BID SPECIFICATIONS 7.5-499 Tons per Job	5,000	Ton	No Bid				No Bid				No Bid				No Bid				$130.57	$ 652,850.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
17	No. 11	Hot mix asphaltic concrete pavement, txdot item 340, Type C, installed or laid by contractor personnel, as per bid specifications 1,500 tons or more per job	7,500	Ton	No Bid				No Bid				No Bid				No Bid				$111.66	$ 837,450.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
18	No. 12	Hot mix asphaltic concrete pavement, txdot item 340, Type D, installed or laid by contractor personnel, as per bid specifications 1,500 tons or more per job	50,000	Ton	No Bid				No Bid				No Bid				No Bid				$117.83	$ 5,891,500.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
19	No. 13	Hot mix asphaltic concrete pavement, Txdot item 340, Type D, installed or laid by contractor personnel, as per bid specifications 500-1499 tons per job	12,500	Ton	No Bid				No Bid				No Bid				No Bid				$117.83	$ 1,472,875.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
20	No. 14	Hot mix asphaltic concrete pavement, Txdot item 340, type D, installed or laid by contractor personnel, as per bid specifications 7.5-499 tons per job	5,000	Ton	No Bid				No Bid				No Bid				No Bid				$141.50	$ 707,500.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
21	No. 15	HOT MIX ASPHALTIC CONCRETE PAVEMENT, TXDOT 340, TYPE B LOADED ON COUNTY TRUCKS AT VENDOR PLANT	20,000	Ton	$66.25	$ 1,325,000.00	11143 Goodnight Ln. Dallas, Tx 75229	7:00 a.m.-5:00 p.m.	No Bid				No Bid				No Bid				$ 78.00	$ 1,560,000.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
22	No. 16	HOT MIX ASPHALTIC CONCRETE PAVEMENT, TXDOT 340, TYPE D LOADED ON COUNTY TRUCKS AT VENDOR PLANT	200,000	Ton	$75.95	$ 15,190,000.00	11143 Goodnight Ln. Dallas, Tx 75229	7:00 a.m.-5:00 p.m.	No Bid				No Bid				No Bid				$ 89.00	$ 17,800,000.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
23	No. 17	HOT MIX ASPHALTIC CONCRETE PAVEMENT, TXDOT ITEM 340, TYPE D DELIVERED TO PROJECT JOB SITES WITHIN DALLAS COUNTY	200,000	Ton	$86.95	$ 17,390,000.00	11143 Goodnight Ln. Dallas, Tx 75229	7:00 a.m.-5:00 p.m.	No Bid				No Bid				No Bid				$ 96.00	$ 19,200,000.00	11050 Luna Rd Dallas, Tx	7:30 a.m.-3:00 p.m.
24		**GROUP C**																						
25	No. 18	ASPHALT EMULSION PRIME, AS PER BID SPECIFICATIONS, MARTIN ASPHALT COMPANY AE-P OR EQUAL DELIVERED TO PROJECT JOBSITE WITHIN DALLAS COUNTY	90,000	Gallon	No Bid				No Bid				$ 4.03	$ 362,700.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
26	No. 19	ASPHALT EMULSION, RAPID SETTING (TABLE 6 OR 8), AS PER BID SPECIFICATIONS, MARTIN ASPHALT CRS-2 OR EQUAL LOADED ON COUNTY TRUCKS AT VENDOR PLANT	30,000	Gallon	No Bid				No Bid				$ 2.80	$ 84,000.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
27	No. 20	ASPHALT EMULSION, RAPID SETTING (TABLE 6 OR 8), AS PER BID SPECIFICATIONS, MARTIN ASPHALT CRS-2 OR EQUAL DELIVERED TO PROJECT JOBSITE WITH DALLAS COUNTY	400,000	Gallon	No Bid				No Bid				$ 2.98	$ 1,192,000.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
28	No. 21	ASPHALT EMULSION, MEDIUM SETTING (TABLE 6 OR 8), AS PER BID SPECIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES MCS-600C OR EQUAL LOADED ON COUNTY TRUCKS AT VENDOR PLANT	30,000	Gallon	No Bid				No Bid				No Bid				$ 6.70	$ 201,000.00	1001 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
29	No. 22	ASPHALT EMULSION, MEDIUM SETTING (TABLE 6 OR 8), AS PER BID SPECIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES MCS-600C OR EQUAL DELIVERED TO PROJECT JOBSITE WITHING DALLAS COUNTY	30,000	Gallon	No Bid				No Bid				No Bid				$ 6.70	$ 201,000.00	1001 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
30	No. 23	ASPHALT EMULSION POLYMER MODIFIED, RAPID SETTING (TABLE 9), AS PER BID SPECIFICATIONS, MARTIN ASPHALT CRS-2P OR EQUAL LOADED ON COUNTY TRUCKS AT VENDOR PLANT	10,000	Gallon	No Bid				No Bid				$ 3.20	$ 32,000.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
31	No. 24	ASPHALT EMULSION POLYMER MODIFIED, RAPID SETTING (TABLE 9), AS PER BID SPECIFICATIONS, MARTIN ASPHALT CRS-2P OR EQUAL DELIVERED TO PROJECT JOBSITE WITHIN DALLAS COUNTY	30,000	Gallon	No Bid				No Bid				$ 3.38	$ 101,400.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
32	No. 25	ASPHALT ROADER SEALER, AS PER BID SPECIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES COS-50 OR EQUAL LOADED ON COUNTY TRUCKS	5,000	Gallon	No Bid				No Bid				No Bid				$6.50	$ 32,500.00	1001 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
33	No. 26	REJUVENATING AGENT, AS PER BID SPECIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES ARE-68 OR EQUAL LOADED ON COUNTY TRUCKS AT VENDOR PLANT	30,000	Gallon	No Bid				No Bid				No Bid				$6.90	$ 207,000.00	1001 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
34	No. 27	REJUVENATING AGENT, AS PER BID SPECIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES ARE-68 OR EQUAL DELIVERED TO PROJECT JOBSITE WITHIN DALLAS COUNTY	60,000	Gallon	No Bid				No Bid				No Bid				$ 6.90	$ 414,000.00	1002 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
35	No. 28	JOINT SEALANT, HOT POURED RUBBER, AS PER BID SPECIFICATIONS, CRAFCO POLYFLEX TYPE 3 OR EQUAL DELIVERED TO ROAD AND BRIDGE DISTRICT OFFICE	475,000	Lb	No Bid				$ 0.85	$ 403,750.00	Naples Sealant Plant - TRUCKLOADS 210 Johnson St Naples, TX 75568	6 a.m.-4 p.m.	No Bid				No Bid				No Bid			
36	No. 29	LIGUID GEO-TECH MEMBRANE FOR POTHOLE REPAIR, AS PER BID SPEcIFICATIONS, PROFESSIONAL COATING TECHNOLOGIES PHPM-50 OR EQUAL LOADED ON COUNTY TRUCK AT VENDOR Plant location DELIVERED AND SPREAD BY SUPPLIER AT PROJECT SITE(S) WITHIN DALLAS COUNTY	50,000	Gallon	No Bid				No Bid				No Bid				$ 7.20	$ 360,000.00	1001 Mt. Lebanon Cedar Hill, Tx	8:00 a.m.- 4:00 p.m.	No Bid			
37		**GROUP D**																						
38	No. 30	CSS-1H, CATIONIC, WATER-BASED ASPHALT EMULSION PRODUCT USED PRIMARILY FOR TACK COAT AND FOG SEAL-AASHTO MW08, Txdot STD SPECIFICATION –ITEM 300	100,000	Ton	No Bid				No Bid				$ 2.85	$ 285,000.00	600 Minton Rd Saginaw, Tx	8:00-5:00 M-F	No Bid				No Bid			
39	No. 31	Portland Cement, Item 421,Hydraulic Cement Concrete, TXDOT, Item 421, Table 5, Class C DELIVERED TO JOB SITE	2500	Cubic Yard	No Bid				No Bid				No Bid				No Bid				No Bid			
40					**Total**	$ 34,217,500.00				$ 403,750.00				$ 2,057,100.00				$ 1,415,500.00				$ 49,953,550.00		
41					**Award Total**	$ 34,217,500.00				$ 403,750.00				$ 2,057,100.00				$ 1,415,500.00				$ 11,393,550.00		

RESOLUTION NO. 2024-285

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDING A BID AND AUTHORIZING A COOPERATIVE PURCHASING AGREEMENT WITH AUSTIN ASPHALT, INC. THROUGH DALLAS COUNTY INVITATION FOR BID 2022-046-6961 FOR HOT MIX ASPHALT FOR A ONE-YEAR TERM, WITH THE OPTION TO RENEW FOR UP TO THREE ADDITIONAL ONE-YEAR TERMS, IN AN ESTIMATED CONTRACT AMOUNT NOT TO EXCEED $322,981.00 OVER THE FOUR YEARS, SUBJECT TO THE EXERCISE OF A CONTRACT RENEWAL AND CITY COUNCIL APPROPRIATION; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements;

WHEREAS, it is necessary to procure hot mix asphalt for public streets and rights-of-way; and

WHEREAS, the City of Duncanville, Texas, has entered into an Interlocal Cooperative Purchasing Agreement with Dallas County; and

WHEREAS, Dallas County has taken sealed bids for the Purchase of Asphalt, Aggregates, Concrete, and Related Materials, and a contract was awarded to Austin Asphalt Inc.

WHEREAS, the City Council of the City of Duncanville, Texas, desires to authorize a Cooperative Purchasing Agreement with Austin Asphalt, Inc. through Dallas County Invitation for Bid 2022-046-6961 for hot mix asphalt for a one-year term, with the option to renew for up to three additional one-year terms, in an estimated contract amount not to exceed $322,981.00 over the four years, subject to the exercise of a contract renewal and City Council appropriation.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby authorizes a Cooperative Purchasing Agreement with Austin Asphalt, Inc. through Dallas County Invitation for Bid 2022-046-6961 for hot mix asphalt for a one-year term, with the option to renew for up to three additional one-year terms, in an estimated contract amount not to exceed $322,981.00 over the four years, subject to the exercise of a contract renewal

and City Council appropriation, authorizing the City Manager or designee to execute the necessary documents related to said expenditures.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

COURT ORDER 2022-1296

Authorize a five-year master agreement for the purchase of asphalt, aggregates, concrete, and related highway materials, IFB 2022-046-6961, for the period of December 6, 2022 through December 5, 2027 with Austin Asphalt, Inc., estimated amount - $34,217,500.00, Crafco, Inc., estimated amount - $403,750.00, Ergon Asphalt & Emulsions, Inc., estimated amount - $2,057,100.00, Professional Coating Technologies, Inc., estimated amount - $1,415,500.00, and Texas Materials Group, Inc., estimated amount - $11,393,550.00, the lowest responsive bidders of five - Total estimated amount $49,487,400.00

On a motion made by Commissioner Dr. Elba Garcia, and seconded by Commissioner John Wiley Price, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: December 6, 2022
FUNDING SOURCE: 105

Be it resolved and ordered that the Dallas County Commissioners Court does hereby
Authorize a five-year master agreement for the purchase of asphalt, aggregates, concrete, and related highway materials, IFB 2022-046-6961, for the period of December 6, 2022 through December 5, 2027 with Austin Asphalt, Inc., estimated amount - $34,217,500.00, Crafco, Inc., estimated amount - $403,750.00, Ergon Asphalt & Emulsions, Inc., estimated amount - $2,057,100.00, Professional Coating Technologies, Inc., estimated amount - $1,415,500.00, and Texas Materials Group, Inc., estimated amount - $11,393,550.00, the lowest responsive bidders of five - Total estimated amount $49,487,400.00

Done in open Court December 6, 2022 by the following vote:

IN FAVOR:	County Judge Clay Jenkins, Commissioner Dr. Theresa Daniel, Commissioner JJ Koch, Commissioner John Wiley Price, and Commissioner Dr. Elba Garcia
OPPOSED:	None
ABSTAINED:	None
ABSENT:	None

Recommended by: Michael Frosch
Originating Department: Purchasing

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution awarding a bid and authorizing a Cooperative Purchasing Agreement with Insituform Technologies, LLC, through Buyboard Contract 730-24 for pipe bursting wastewater improvements for a one-year term with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $4,573,729.25 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works
Joel Daugherty, Utilities Superintendent

BACKGROUND/HISTORY:
Wastewater pipe bursting is identified in the City's five-year capital improvements plan for wastewater system maintenance based on the age and condition of the existing infrastructure. The successful completion of the project will repair structural and capacity deficiencies of the current sewer and help prevent rainwater and/or groundwater inflow and infiltration. Additionally, pipe bursting will reduce sanitary sewer overflows, sewage treatment costs, and future sewer system maintenance costs.

Wastewater pipeline and manhole rehabilitation are key strategies for reducing sanitary sewer overflows (SSO), as listed in the City's annual SSO Mitigation Plan, which is required by the Texas Commission on Environmental Quality's (TCEQ) SSO Initiative.

Pipe bursting is an effective and efficient method to replace failing, outdated, or undersized sewer pipelines due, in part, to pipe bursting not requiring excavation of the existing piping. Instead, pipe bursting can be implemented through openings to the sewer system (such as the manholes) or smaller insertion pits rather than through excavation along the entire length of the pipe. Because pipe bursting does not require extensive excavation, it provides a method of correcting pipe deficiencies with less disturbance and environmental degradation. It also requires less restoration than the traditional dig-and-replace sewer pipeline replacement method.

Manhole rehabilitation is necessary to reduce various problems ranging from minor stormwater infiltration into the wastewater manhole to significant failure of the manhole. Manhole lining has been tested and proven to alleviate these problems, which involves preparing and applying materials to provide strength and corrosion resistance. These unique, high-strength formulations allow spray application, which helps restore the structural integrity of deteriorating manholes and provides a permanent seal against corrosion, infiltration, and exfiltration into the sanitary sewer system. Excessive infiltration and exfiltration result in a less efficient system.

The City has allocated funds for wastewater pipe bursting improvements and manhole lining this fiscal year. This project (Attachment 1) includes pipe bursting approximately 1,925 linear feet of 4-inch, 6-inch, and 8-inch sanitary sewer main with new High-Density Polyethylene (HDPE) sewer pipe, service lateral reconnections at main and property lines with double cleanouts, and manhole lining. Improvements will be made along Shady Tree Place, Beaver Creek Drive, North Cockrell Hill Road, and East Wheatland Road.

The project's total value is $498,895.00, with an appropriation of $74,834.25 for a contingency equaling 15% of the original contract price. The contingency is requested to cover unforeseen conditions resulting in a change order. This will be paid for with FY24 Utilities CIP funds. The project's total cost should not exceed $573,729.25 for this fiscal year.

POLICY EXPLANATION:
City Council is requested to approve a contract with Insituform Technologies, LLC, in the total amount of $4,573,729.25. The estimated expenditure amounts per fiscal year are $573,729.25 for FY24 and $1,000,000.00 per year for fiscal years 25 through 29, subject to appropriations in FYs 25-28, as outlined below. This authorization should cover all pipe bursting services over the next five years.

FY 24: $573,729.25 ($498,895.00 plus $74,834.25 contingency)
FY 25: $1,000,000.00
FY 26: $1,000,000.00
FY 27: $1,000,000.00
FY 28: $1,000,000.00

Based on fund availability, $573,729.25 is requested for FY 24. To allow for additional pipe bursting, $1,000,000.00 will be budgeted for each year going forward. The requested annual amount for fiscal years 25-28 will cover the contract price for the pipe bursting work and a contingency to cover any unforeseen conditions that may result in a change order.

The BuyBoard agreement expires on March 31, 2025. The contract is expected to be renewed before that date. However, if it is not renewed, staff will request the City Council's approval of a new pipe bursting agreement.

State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any state law requiring that the local government seek competitive bids to purchase the item. BuyBoard contracts are competitively bid to increase and simplify the purchasing power of entities across the State of Texas. The Texas Local Government Code, Chapters 271 and 791, allows government agencies to participate voluntarily in these cooperative arrangements.

FUNDING SOURCE:

ORG and Object Number
17100000-708102 (Utility CIP Water Projects/Construction)

Available Budget	Purchase Amount	After Encumber
$671,815.83	$573,729.25	$98,086.58

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove.
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - Insituform Proposal
Resolution No. - 2024-284 - FY24 Pipe Bursting with Exhibit

Attachment 1

Insituform Technologies, LLC
An Aegion Company

Insituform Technologies, LLC is a subsidiary of Aegion Corporation

1103 Postwood Dr.
Corinth, TX 76210
www.insituform.com

Name: Tim Peterie
Phone: 214-317-0950

Fax: 940-498-0265
Email: tpeterie@insituform.com

May 24, 2024

SF#: SO-00158617

Mr. Joel Daugherty
City of Duncanville
330 Shady Trail Dr
Duncanville, TX 75137

BuyboardProposal

Project Name: **City of Duncanville, TX – 2024 Wastewater Pipe Burst**
Greenbriar Addition Mainline & Lateral Pipe Burst Rehab, Forrest Hills & N Cockrell Hill Rd
TV/Clean and Point Repairs

INSITUFORM TECHNOLOGIES, LLC herein proposes to furnish a Proposal for all labor, materials, equipment, and services necessary to reconstruct the referenced project (as detailed in the project location maps and other information presented by the City of Duncanville) utilizing the Local Purchasing Cooperative Contract #730-24, administered through the BuyBoard.

ASSUMPTIONS AND QUALIFICATIONS

We have based this proposal on a nominal wall thickness as shown in the price. This is based on the best available information at the time of this proposal. Existing pipe deterioration in excess of the conditions assumed, ground water loads in excess of those assumed, or other loads or conditions may increase the recommended thickness for all or portions of the work. Final recommendations may be submitted to you following the completion of the preliminary TV phase of the project. Stated prices are subject to adjustment if design changes are agreed upon.

Water shall be provided at no cost to Insituform Technologies, LLC for all construction phases of this project. The Owner shall furnish Insituform Technologies, LLC with required water meters and pay all associated fees, deposits, and charges. Insituform Technologies, LLC will follow all required backflow prevention and metering procedures.

Insituform will supply the City Duncanville a Certificate of Insurance following acceptance of this proposal. The pricing in this proposal assumes that all Technical Specifications set forth by the BuyBoard will be strictly adhered to. Any changes to these specifications must be noted and agreed upon by both parties prior to finalizing the proposal pricing.

Special:
1. **Water shall be provided as noted above.**
2. **The proposal is valid for 45 days.**
3. **The Owner Contingency Allowance to be used for unforeseen conditions, extra length point repair, major I/I mitigation grouting prior to MH rehab, and/or additional traffic control/paving/depth/other cost associated with point repair locations.**

PROPOSAL PRICING

PAY ITEM	DESCRIPTION	QTY	U/M	UNIT PRICE	ESTIMATED AMOUNT
1	Mobilization, Bonds, Insurance	1	LS	$42,000.00	$42,000.00
2	Burst Existing 6" or 8" SS Main with 8.625 IPS SDR 19 Gray HDPE (up to 10-feet deep)	1,500	LF	$100.00	$150,000.00
3	Burst Existing 4" SS Lateral with 4" IPS SDR 19 Gray HDPE (up to 10-feet deep)	425	LF	$50.00	$21,250.00
4	Reconnection of 4" SS Lateral at Manhole	1	EA	$3,500.00	$3,500.00
5	Reconnection of 4" SS Lateral at Main (remove approx. 4 ft of clay tile at main line)	5	EA	$3,500.00	$17,500.00
6	Reconnection of 4" SS Lateral at Main	16	EA	$2,800.00	$44,800.00
7	Reconnection of 4" SS Lateral at Property Line	17	EA	$1,375.00	$23,375.00
8	Install SS Lateral Double Cleanout at Property/Ease Line w/ Meter Boxes (per City list)	17	EA	$2,150.00	$36,550.00
9	Pre-Televise 6" & 8" SS Mainline	1,500	LF	$7.00	$10,500.00
10	Post-Televise 8" SS Mainline	1,500	LF	$3.50	$5,250.00
11	Post-Televise 4" SS Lateral	550	LF	$3.50	$1,925.00
12	Install MH Coating - Spectrashield	36	VF	$545.00	$19,620.00
13	Flow Control Measures	1	LS	$17,000.00	$17,000.00
14	Traffic Control Plan & Devices as Required	1	LS	$14,500.00	$14,500.00
15	Remove/Replace Asphalt Paving (Per City Details)	50	SY	$250.00	$12,500.00
16	Remove/Replace Concrete Paving (Per City Details)	20	SY	$290.00	$5,800.00
17	Furnish/Install Point Repairs to Remove Major Sags by Open Cut (City to determine locations after TV)	1	EA	$4,000.00	$4,000.00
18	Obstruction Removal/Pot Holing by Open Cut (up to 10 ft deep)	1	EA	$4,000.00	$4,000.00
19	Adjust MH Ring & Lid to Grade	3	EA	$775.00	$2,325.00
20	Clean & TV 18" SS Main (EB 36 to EB 7)	300	LF	$11.00	$3,300.00
21	Clean & TV 6" SS Main (DB 11 to DB 10)	200	LF	$11.00	$2,200.00
22	Furnish/Install Point Repairs up to 18" Diameter (0'-10' deep, City to determine locations after TV)	2	EA	$13,500.00	$27,000.00
23	Owner Directed Contingency Allowance	1	AL	$30,000.00	$30,000.00
				TOTAL	**$498,895.00**

Note: A Tax-Exempt certificate will need to be provided prior to mobilization.

PROPOSAL INCLUSIONS

The prices stated in this proposal include:

1. Mobilizations and demobilization.
2. HDPE Pipe and fusion for pipe bursting.
3. Traffic control.
4. Service lateral reconnections at main and property lines with double cleanouts.
5. Surface restoration as needed.
6. Bypass pumping as needed.
7. Manhole rehabilitation with Spectrashield to include surface preparation.
8. Confined space safe entry practices.
9. One-year standard construction warranty.
10. Certificate of insurance with a standard coverage.

PROPOSAL EXCLUSIONS

Not included in the prices stated in this estimate are costs associated with the items listed below. These items, if needed or found to be applicable, would be provided by **INSITUFORM TECHNOLOGIES, LLC** at your additional cost; or would be furnished by others, at your direction, at no cost to **INSITUFORM TECHNOLOGIES, LLC**:

a) If preliminary video inspection of the pipe interior indicates excessive damage, or other extra-ordinary condition, which will require excavation, or other extraordinary remedy, to prepare the pipe for pipe bursting, then those services will be provided by utilizing the pay items included or the Owner's Contingency Allowance after approval.
b) Additional mobilizations and/or setups may apply due to point repairs, obstruction removals, or delays out of our control.
c) Water from fire hydrants within a convenient distance from each cleaning and inversion site location.
d) *If any hazardous or toxic materials are encountered during the project, the Owner will be responsible for the removal and disposal of the materials.*
e) Project permits and/or local licenses with be provided by the Owner or Engineer.
f) State and local sales and/or use taxes on the value of the project. If you are exempt, please submit the appropriate documentation.
g) Additional premiums for special insurance coverage(s) demanded by you or other parties particular to this project.

PROPOSAL TERMS AND CONDITIONS

a) Limits of Liability. In consideration of **INSITUFORM TECHNOLOGIES, LLC**'s agreement to maintain no less than $5,000,000 of comprehensive general liability insurance in the form required by the Contract, **INSITUFORM TECHNOLOGIES, LLC**'s liability to the Owner for any matter covered by such insurance will be limited to the extent of such insurance. Neither party shall be liable to the other for consequential damages relating to the contract. In case of conflict between this provision and any other provision in the Contract as ultimately executed, this provision shall govern and prevail.
b) LIMITED WARRANTY. IN LIEU OF ALL OTHER EXPRESSED, IMPLIED AND/OR STATUTORY. WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, CONTRACTOR AGREES TO CORRECT ANY DEFECTS IN THE MATERIALS OR SERVICES PROVIDED BY CONTRACTOR WHICH ARE BROUGHT TO THE ATTENTION OF CONTRACTOR WITHIN ONE YEAR FOLLOWING COMPLETION OF CONTRACTOR'S WORK, PROVIDED OWNER AFFORDS CONTRACTOR SUITABLE ACCESS AND WORKING CONDITIONS TO ACCOMPLISH SUCH CORRECTION.
c) MUTUAL RELEASE OF CONSEQUENTIAL DAMAGES. Neither party shall be liable to the other for consequential damages relating to or arising out of the Contract.
d) PROPOSAL SUBJECT TO NEGOTIATION OF OTHER STANDARD TERMS OF AGREEMENT. This proposal is subject to agreement of the parties on other terms and conditions as are customary in contracts of this nature.
e) Quantities are estimated. Unit prices apply for actual invoice and payment.
f) Payments are due at net within thirty days of invoice. Final payment is due within thirty days of completion of project.
g) Monthly progress payments may be requested for the value of work in progress or completed, including materials secured and on site.
h) Prices stated are in effect for thirty days from the date of this proposal. The acceptance period may be extended at the sole option of **INSITUFORM TECHNOLOGIES, LLC.**
i) Conflicts. In case of conflict between the provision of the aforesaid paragraphs and any other provision in the Contract as ultimately executed the provisions as set forth above shall govern and prevail.

OFFERED BY:	**ACCEPTED BY:**
INSITUFORM TECHNOLOGIES, LLC	
Timothy R. Peterie	**SIGNATURE** **DATE**
TIMOTHY R. PETERIE **BUSINESS DEVELOPMENT MANAGER**	**NAME**
REVIEWED BY: **ANDY OZMENT** **AREA VP**	**TITLE**
	ORGANIZATION

cc: Ben Hawkins, Craig Nolen

PROPOSAL PRICING

PAY ITEM	DESCRIPTION	QTY	U/M	UNIT PRICE	ESTIMATED AMOUNT
1	Mobilization, Bonds, Insurance	1	LS	$42,000.00	$42,000.00
2	Burst Existing 6" or 8" SS Main with 8.625 IPS SDR 19 Gray HDPE (up to 10-feet deep)	1,500	LF	$100.00	$150,000.00
3	Burst Existing 4" SS Lateral with 4" IPS SDR 19 Gray HDPE (up to 10-feet deep)	425	LF	$50.00	$21,250.00
4	Reconnection of 4" SS Lateral at Manhole	1	EA	$3,500.00	$3,500.00
5	Reconnection of 4" SS Lateral at Main (remove approx. 4 ft of clay tile at main line)	5	EA	$3,500.00	$17,500.00
6	Reconnection of 4" SS Lateral at Main	16	EA	$2,800.00	$44,800.00
7	Reconnection of 4" SS Lateral at Property Line	17	EA	$1,375.00	$23,375.00
8	Install SS Lateral Double Cleanout at Property/Ease Line w/ Meter Boxes (per City list)	17	EA	$2,150.00	$36,550.00
9	Pre-Televise 6" & 8" SS Mainline	1,500	LF	$7.00	$10,500.00
10	Post-Televise 8" SS Mainline	1,500	LF	$3.50	$5,250.00
11	Post-Televise 4" SS Lateral	550	LF	$3.50	$1,925.00
12	Install MH Coating - Spectrashield	36	VF	$545.00	$19,620.00
13	Flow Control Measures	1	LS	$17,000.00	$17,000.00
14	Traffic Control Plan & Devices as Required	1	LS	$14,500.00	$14,500.00
15	Remove/Replace Asphalt Paving (Per City Details)	50	SY	$250.00	$12,500.00
16	Remove/Replace Concrete Paving (Per City Details)	20	SY	$290.00	$5,800.00
17	Furnish/Install Point Repairs to Remove Major Sags by Open Cut (City to determine locations after TV)	1	EA	$4,000.00	$4,000.00
18	Obstruction Removal/Pot Holing by Open Cut (up to 10 ft deep)	1	EA	$4,000.00	$4,000.00
19	Adjust MH Ring & Lid to Grade	3	EA	$775.00	$2,325.00
20	Clean & TV 18" SS Main (EB 36 to EB 7)	300	LF	$11.00	$3,300.00
21	Clean & TV 6" SS Main (DB 11 to DB 10)	200	LF	$11.00	$2,200.00
22	Furnish/Install Point Repairs up to 18" Diameter (0'-10' deep, City to determine locations after TV)	2	EA	$13,500.00	$27,000.00
23	Owner Directed Contingency Allowance	1	AL	$30,000.00	$30,000.00
				TOTAL	**$498,895.00**

Note: A Tax-Exempt certificate will need to be provided prior to mobilization.

PROPOSAL INCLUSIONS

The prices stated in this proposal include:

1. Mobilizations and demobilization.
2. HDPE Pipe and fusion for pipe bursting.
3. Traffic control.
4. Service lateral reconnections at main and property lines with double cleanouts.
5. Surface restoration as needed.
6. Bypass pumping as needed.
7. Manhole rehabilitation with Spectrashield to include surface preparation.
8. Confined space safe entry practices.
9. One-year standard construction warranty.
10. Certificate of insurance with a standard coverage.

PROPOSAL EXCLUSIONS

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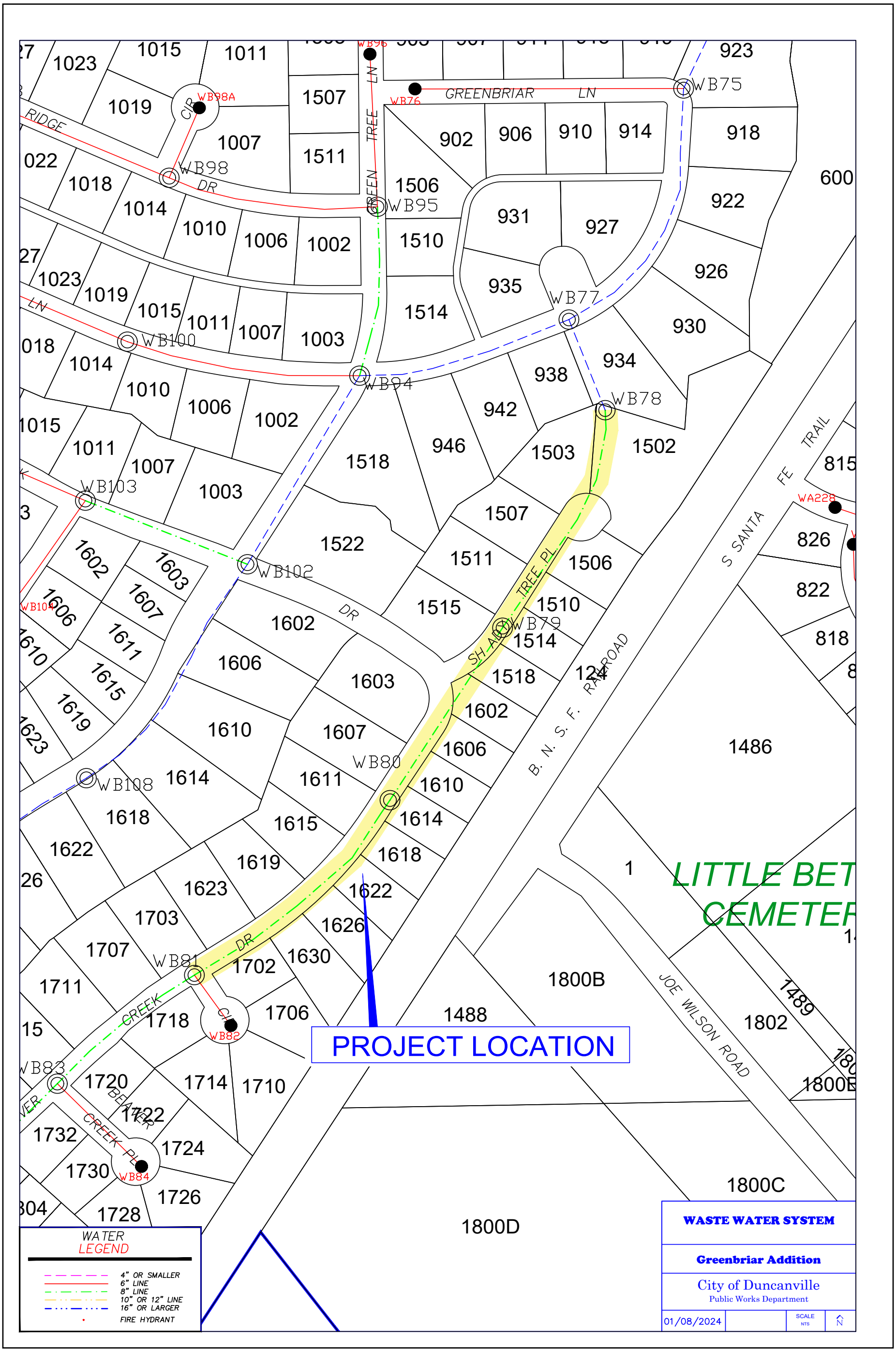
INSITUFORM TECHNOLOGIES, LLC	
Timothy R. Peterie	**SIGNATURE** **DATE**
TIMOTHY R. PETERIE **BUSINESS DEVELOPMENT MANAGER**	**NAME**
REVIEWED BY: **ANDY OZMENT** **AREA VP**	**TITLE**
	ORGANIZATION

cc: Ben Hawkins, Craig Nolen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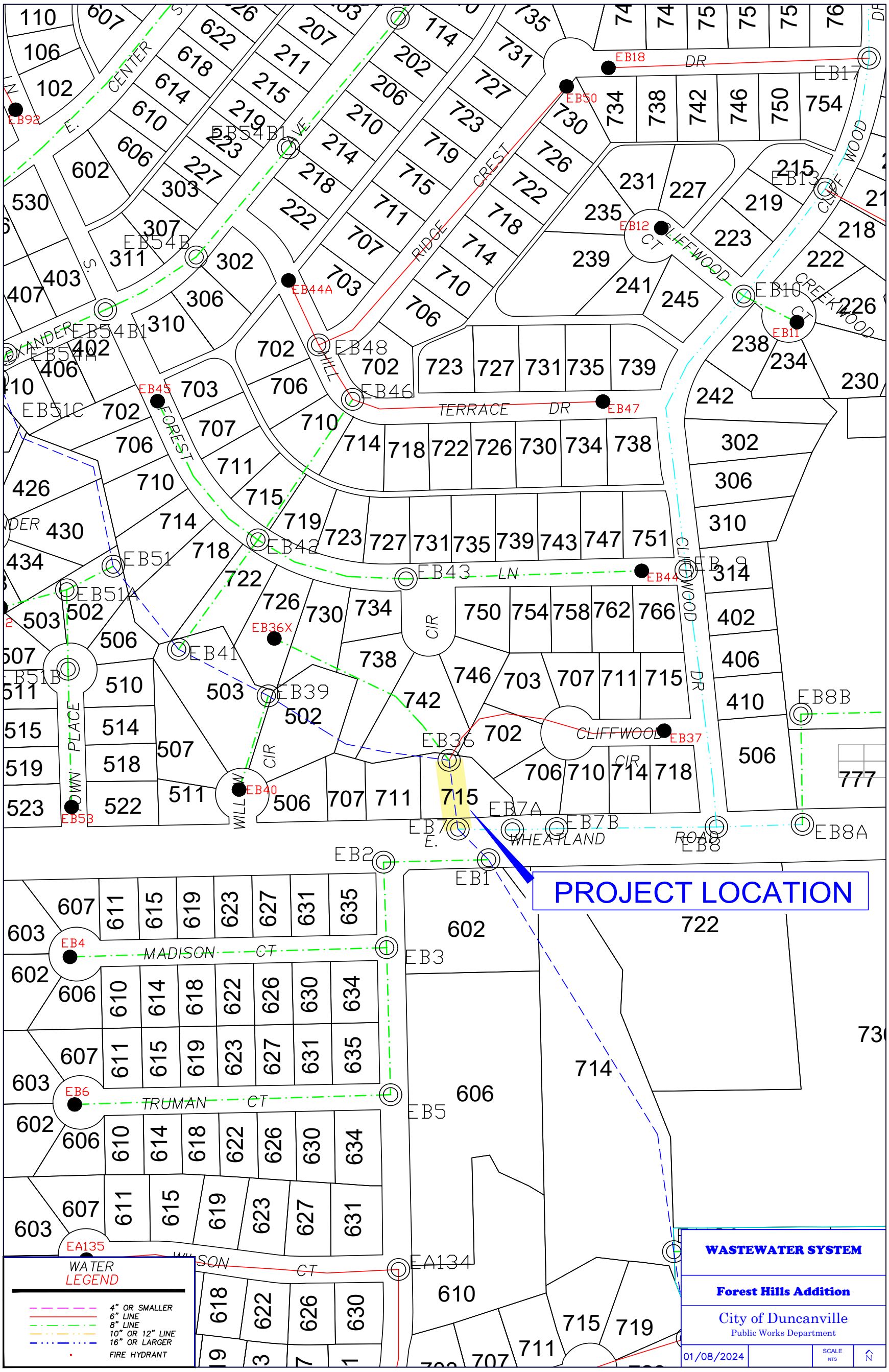
CREEK PL
BEAVER
B. N. S. F. RAILROAD
S SANTA FE TRAIL
JOE WILSON ROAD
PROJECT LOCATION
LITTLE BET
CEMETER
WATER LEGEND
4" OR SMALLER
6" LINE
8" LINE
10" OR 12" LINE
16" OR LARGER
FIRE HYDRANT
WASTE WATER SYSTEM
Greenbriar Addition
City of Duncanville
Public Works Department
01/08/2024
SCALE NTS
N

DB 10
DB 11
E. Camp Wisdom Road
N. Cockrell Hill Road
Measure
Click points on the map to measure distances and area
Length
198 ft
Save to project
Layers
3D


PROJECT LOCATION
WASTEWATER SYSTEM
Forest Hills Addition
City of Duncanville
Public Works Department
01/08/2024
SCALE NTS
WATER LEGEND
4" OR SMALLER
6" LINE
8" LINE
10" OR 12" LINE
16" OR LARGER
FIRE HYDRANT
CENTER ST
RIDGE CREST
CLIFFWOOD DR
CLIFFWOOD CT
CREEKWOOD CT
FOREST TRL
TERRACE DR
CLIFFWOOD CIR
CLIFFWOOD ROAD
WHEATLAND ROAD E.
DOWN PLACE
WILLOW CIR
MADISON CT
TRUMAN CT
WILSON CT
EB1
EB2
EB3
EB4
EB5
EB6
EB7
EB7A
EB7B
EB8
EB8A
EB8B
EB9
EB10
EB11
EB12
EB13
EB17
EB18
EB36
EB36X
EB37
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EB40
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EB42
EB43
EB44
EB44A
EB45
EB46
EB47
EB48
EB50
EB51
EB51A
EB51B
EB51C
EB53
EB54B
EB54B1
EB54B1A
EA134
EA135

GENERAL NOTES

GENERAL CONSTRUCTION NOTES:

1. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT TO THE CITY OF DUNCANVILLE PUBLIC WORK UTILITIES DIVISION, A LIST OF ALL MATERIALS TO BE USED FOR APPROVAL. NO WORK SHALL BE UNDERTAKEN PRIOR TO WRITTEN APPROVAL OF THE MATERIAL LIST BY THE PUBLIC WORKS UTILITIES DIVISION.
2. THE ACTUAL LOCATIONS AND ELEVATIONS OF THE EXISTING UTLITIES CRITICAL TO THE DESIGN SHALL BE VERIFIED BY FIELD SURVEY BY THE CONTRACTOR.
3. DITICH DENSITY SHALL 90% OF MAXIMUM DENSITY IN AREAS NOT UNDER PAVEMENT AND 95% OF MAXIMUM DENSITY IN AREAS UNDER PAVEMENT AFTER COMPACTING, AS DETERMINED BY ASTM D698.
4. EMBEDMENT FOR WATER AND SANITARY SEWER SERVICES SHALL BE THE SAME AS THE MAIN LINE.
5. SELECT NATIVE MATERIAL SHALL BE GRAVEL, FINE ROCK CUTTINGS, SAND, SANDY LOAM OR LOAM FREE OF EXCESSIVE CLAY. ROCK CUTTINGS SHALL HAVE NO DIMENSION GREATER THAN TWO (2) INCHES.

WASTEWATER GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY LOCATION OF WASTEWATER MAIN LINES PRIOR TO COMMENCING CONSTRUCTION OF IMPROVEMENTS.
2. ALL MATERIAL AND CONSTRUCTION, UNLESS OTHERWISE NOTED, SHALL CONFORM TO THE CURRENT "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" PUBLISHED BY THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND THE CITY OF DUNCANVILLE WASTEWATER CONSTRUCTION DETAIL SHEETS.
3. ALL MATERIAL SHALL CONFORM THE CITY OF DUNCANVILLE APPROVED MATERIAL LIST.
4. ALL SANITARY SEWER MAIN LINES AND LATERALS SHALL BE P.V.C. PIPE CONFORMIMG TO ASTM D-2241 WITH WALL THICKNESS CONFORMING TO SDR 26, WITH ELASTOMERIC GASKET JOINTS CONFORMING TO ASTM D-3139 IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS, UNLESS OTHERWISE NOTED.
5. THE CONTRACTOR WILL BE REQUIRED TO TEST ALL NEW MANHOLES BY VACUUM TEST AND SPARK TEST MANHOLE COATINGS.
6. ALL MANHOLES SHALL HAVE AN APPLIED MONOLITHIC HIGHBUILD EXPOY COATING INSTALLED FROM THE APPROVED MATERIAL LIST.
7. CONTRACTOR WILL BE REQUIRED TO AIR TEST ALL LINES **(ZERO LEAKAGE SHALL BE PERMITTED)**, EXCEPT FOR WHERE AIR TESTING CANNOT BE PREFORMED, AN INFILTRATION TEST SHALL BE PREFORMED.
8. ALL NEW SANITARY SEWER MAINS SHALL BE CHECKED AFTER INSTALLATION BY A GO-NO-GO MANDREL, WITH CITY INSPECTOR PRESENT.
9. IF THE CITY OF DUNCANVILLE SANITARY SEWER MAIN LINES AND LATERALS ARE WITHIN A PROJECT'S LIMITS OF CONSTRUCTION, VIDEO INSPECTION OF THOSE EXISTING LINES SHALL BE RECQUIRED AT THE BEGINNING OF CONSTRUCTION. THE INSPECTION SHALL BE ACCOMPLISHED BY THE CONTRACTOR AND PROVIDED TO THE CITY. ACCESS FOR VIDEO INSPECTION MIGHT BE AT MANHOLES WHICH LIE OUTSIDE THE LIMITS OF CONSTRUCTION.
10. ALL VIDEO INSPECTION WORK IS TO BE PREFORMED WITH CITY INSPECTOR ON SITE. CONTRACTOR SHALL PROVIDE THE CITY INSPECTOR 72 HOUR NOTICE PRIOR TO VIDEO WORK BEGINS.
11. WHEN CONTRACTOR PREFORMS VIDEO INSPECTION OF ANY SANITARY SEWER MAIN AND THERE IS A VERTICAL/HORIZONTAL CONNECTION, THE TRUE DIRECTION OF THE CONNECTION SHALL BE DETEREMINED BY THE CONTRACTOR. THIS SHALL BE ACCOMPLISHED BY DYE TESTING WHILE VIDEO INSPECTION IS BEING PREFORMED OR BY DIGGING UP THE CONNECTION.
12. ALL NEW SANITARY SEWER MAIN LINES AND LATERALS SHALL BE VIDEO INSPECTED, IN COLOR. COPIES OF THE VIDEO INSPECTION SHALL BE PROVIDED TO THE CITY OF DUNCANVILLE PUBLIC WORKS UTLITIES DIVISION.
13. VIDEO INSPECTION SHALL BE PREFORMED BEFOR THE PLACEMENT OF FORMS AND SETTING OF REINFORCEING STEEL FOR PAVING. CONTRACTOR SHALL PROVIDE VIDEO INSPECTION OF ALL/ANY REPAIRS TO EXISTING SANITARY SWER MAINS AND LATERALS DUE TO DAMAGE CAUSED BY THE GENERAL CONTRACTOR OR SUB-CONTRACTORS.
14. A FINAL VIDEO INSPECTION OF ALL CITY OF DUNCANVILLE'S (NEW AND EXISTING) SANITARY SEWER MAINS AND LATERALS SHALL BE REQUIRED AFTER ALL CONSTRUCTION ACTIVITIES ARE COMPLETE. **NO PROJECT WILL BE ACCEPTED WITHOUT THIS INSPECTION**
15. ALL SANITARY SEWER MANHOLES, SERVICE LATERALS AND ACCESS CHAMBERS LOCATED BEHIND CURBS IN THE PUBLIC R.O.W SHALL BE MARKED ON THE CURB BY ETCHING THE CURB:
    a. "MH" FOR MANHOLE
    b. "AC" FOR ACCESS CHAMBER
    c. "S" FOR SEWER LATERAL CLEANOUTS
16. ALL MANHOLES AND CLEANOUT 30 FEET FROM EDGE OF PAVEMNT SHALL HAVE A LOCATOR MARKER, FROM THE APPORVED MATERIAL LIST, INSTALLED.
17. ALL RESIDENTAL SERIVCE LATERALS SHALL BE 4" AND ALL COMMERCIAL SERVCE LATERALS SHALL BE 6" INSTALLED IN MANHOLES. (UNLESS OTHERWISE NOTED).
18. SANITARY SEWER LATERALS SHALL BE A MINIMUM OF FOUR (4) FEET DEEP WITHIN THE PUBLIC R.O.W.
19. ALL CONNECTIONS TO MANHOLES SHALL BE MADE BY CORE ONLY AND A MANHOLE SEAL FROM THE APPROVED MATERIAL LIST. **JACK HAMMERS OR HAMMER DRILLS SHALL NOT BE USED**

WATER GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY LOCATION OF WATER MAIN LINES PRIOR TO COMMENCING CONSTRUCTION OF IMPROVEMENTS.
2. ALL MATERIAL AND CONSTRUCTION, UNLESS OTHERWISE NOTED, SHALL CONFORM TO THE CURRENT "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" PUBLISHED BY THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND THE CITY OF DUNCANVILLE WATER CONSTRUCTION DETAIL SHEETS.
3. ALL MATERIAL SHALL CONFORM THE CITY OF DUNCANVILLE APPROVED MATERIAL LIST.
4. ALL 16" AND LARGER WATER VALVES SHALL HAVE A 4" BYPASS VALVE.
5. ALL FITTINGS SHALL BE MECHANIAL JOINTS WITH ANCHOR GLAND, UNLESS OTHERWISE NOTED.
6. ALL TEES AND CROSSES SHALL BE FLANGE TYPE WITH A FLANGE X MECHANICAL JOINT RESILIENT WEDGE GATE VALVE ON EACH SIDE, UNLESS OTHERWISE NOTED.
7. ALL WATER MAIN LINES SHALL HAVE A MINIMUM COVER OF 48", UNLESS OTHERWISE NOTED.
8. ALL WATER MAIN LINES SHALL BE C-900 DR14 PER THE APPROVED MATERIAL LIST.
9. ALL WATER VALVES SHALL BE RESILENT WEDGE GATES VALES (RWGV), UNLESS OTHERWISE NOTED.
10. A PERMANTLY ATTACHED VALVE STEM EXTENSION SHALL BE REQUIRED FOR ANY VALVE WHERE THE OPERATING NUT IS MORE THAN 48" BELOW THE FINSH GRADE. THIS EXTENSION SHALL BE OF SUFFICENT LENGTH TO ENSURE THAT THE TOP IS WITHIN 4 FEET OF FINISH GRADE.
11. PRIOR TO THE FINAL TIE-IN TO AN EXISTING WATER, THE CONTRACTOR SHALL INSTALL A TEMPORARY WATER SERVICE FOR PRESSURE TESTING, CHLORINATION AND SAMPLING OF NEW WATER MAIN LINES AND SERVICES. INSTALLATION SHALL COMPLY WITH T.C.E.Q. RULES AND REGULATIONS (BACTERIOLOGICAL SAMPLE EVERY 1,000 LINEAR FEET OF WATER MAIN LINE) OR AS APPROVED BY CITY (SUBSIDIARY TO WORK PREFORMED).
12. LOCATION OF WATER MAIN LINES AND HOUSE SERVICES SHALL BE TIED TO A PERMANENT OBJECT OR STRUCTURE IN AS-BUILT DRAWINGS.
13. ALL CONNECTIONS SHALL BE INSTALLED PER SECTION I, DIVISON 500, ITEM 506.6 OF THE N.C.T.C.O.G. STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION.
14. ANY TIME A WATER MAIN LINE IS CUT AND ABANDONED IN PLACE, ALL OPEN ENDS SHALL BE FILLED AT A MINIMUM OF 3 FEET WITH 2000 P.S.I. CONCRETE OR CAPPED WITH APPROPRIATE CAP PER APPROVED MATERIAL LIST.
15. ALL FIRE HYDRANTS SHALL BE INSTALLED WITH CENTER OF BARREL SPACED BEHIND BACK OF PROPOSED CURB AT A MINIMUM OF 5'-6" AND A MAXIMUM DISTANCE OF 8'. ALL FIRE HYDRANT LOCATIONS SHALL BE CLEAR OF PRESENT AND FUTURE SIDE WALKS.
16. ALL FIRE HYDRANTS SHALL BE PAINTED PER STANDARD FIRE HYDRANT DETAIL NOTE 4 ON WATER DETAIL SHEET 2 OF 4.
17. ALL FIRE HYDRANTS SHALL HAVE A BLUE REFLECTIVE TRAFFIC MARKER PLACED IN THE STREET IN FRONT OF FIRE HYDRANT (CITY TO DETERMINE LOCATION).
18. ALL FIRE HYDRANTS SHALL HAVE A 3' WIDE CONCRETE SPLASH PAD AROUND HYDRANT TO BACK OF CURB AT FINISH GRADE UNLESS OTHERWISE NOTED.
19. ALL WATER VALVE STACKS IN NON-PAVED AREAS SHALL HAVE A 24" X 24" CONCRETE PAD AROUND THEM AT FINISH GRADE.
20. CONTRACTOR SHALL FURNISH AND INSTALL APPROPIATE METER BOXES, PER THE APPROVED MATERIAL LIST, FOR ALL WATER SERVICES.
21. WATER METER AND SHUTOFF VALVE SHALL NOT EXCEED 16" IN DEPTH FROM TOP OF METER BOX AND SURROUNDING GRADE.
22. WATER METER AND SHUTOFF VALVE SHALL BE CENTERED, ACCESSABLE, AND FACING STRAIGHT UP INSIDE METER BOX.
23. ALL WATER METER BOXES SHALL BE CENTERED ON THE PROPERTY LINE, UNLESS OTHERWISE NOTED.
24. ALL WATER SERVICES SHALL BE SDR 9 POLY PER THE APPROVED MATERIAL LIST.
25. ALL 1" & 2" WATER SEVICES TAPPING SADDLES SHALL BE EPOXY COATED BOSS WITH DOUBLE STAINLESS STEEL STRAPS AND HAVE I.P. THREAD FROM APPROVED MATERIAL LIST.
26. NO JOINTS IN WATER SERVICES ALLOWED UNDER PAVEMENT OTHER THAN CORPORATION STOP.
27. ALL 4" AND ABOVE TAPPING SLEEVES SHALL BE FULL CIRCLE STAINLESS STEEL WITH STAINLESS STEEL FLANGES AND HARDWARE PER APPRROVED MATERIAL LIST.
28. ALL PRECAST VAULTS FOR LARGE METERS SHALL BE FROM APPROVED MATERIAL LIST.
29. EMBEDMENT, TRENCH BACKFILL, CONCRETE AND ASPHALT MATERIALS AND PLACEMNET METHODS SHALL CONFORM TO N.C.T.C.O.G. SPECIFICATIONS FOR MATERIAL AND CONSTRUCTION METHODS.
30. A HYDROSTATIC TEST SHALL BE PREFORMED ON ALL NEWLY INSTALLED WATER MAINS, WATER SERVICES AND FIRE HYDRANTS, PER SECTION I, DIVISON 500, ITEM 506.5 OF THE N.C.T.C.O.G STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION (SUBSIDIARY TO WORK PERFORMED). **ZERO LEAKAGE SHALL BE PERMITTED.**
31. HYDROSTATIC TESTING SHALL BE COMPLETED AND PASSED PRIOR TO THE PLACMENT OF FORMS AND RIENFORCING STEEL FOR PAVING.
32. BACTERIOLOGICAL TESTING SHALL BE TAKEN WITH CITY'S INSPECTOR PRESENT. WATER SAMPLE SHALL BE TAKEN ON TWO (2) CONSEQUTIVE DAYS FOR EACH SAMPLE LOCATION. ALL WATER SAMPLES SHALL BE TAKEN BY A CITY REPRESENTATIVE TO AN ACCREDITED TESING LAB AFTER THE SAMPLE HAS BEEN TAKEN ON SITE. THE CITY SHALL BEAR THE COST OF THE INITIAL LAB TESTING. IF THE INITIAL BACTERIA TEST FAILS, ALL SUBSEQUENT TESTING SHALL BE AT THE EXPENSE OFN THE CONTRACTOR. UPON RECEIPT OF A BACTERIOLOGICAL PASSING REPORT, IN WRITING, THE CONTRACTOR SHALL REMOVE THE BLEEDER LINES (INCLUDING THE SDR 9 POLY, CORP AND CURB STOPS) AND INSTALL BRASS PLUGS (SUBSIDIARY TO WORK PREFORMED).
33. ALL WATER MANHOLES, SERVICE LINES AND VALVES LOCATED BEHIND A CURB IN THE PUBLIC R.O.W SHALL BE MARKED ON THE CURB BY ETCHING THE CURB:
    a. "IV" FOR ISOLATION VALVE
    b. "HV" FOR HYDRANT VALVE
    c. "FV" FOR FIRE LINE VALVE
    d. "W" FOR WATER METER

    NOTE: THE "V" SHALL ALWAYS ACT AS AN ARROW, AND POINT TO THE VALVE'S LOCATION.

FIRE LINES:

1. ALL FIRE LINES FROM THE WATER MAIN LINE TO 5' OUTSIDE THE BUILDING SHALL BE C-900 DR14 WITH A RESILIENT WEDGE GATE VALVE AT THE WATER MAIN LINE.
2. ALL FIRE LINES SHALL HAVE A BACKFLOW PREVENTER INSTALLED. CITY SHALL DETERMINE DEVICE BASED ON CONDITIONS AND USE.
3. BACKFLOW PREVENTER SHALL NOT BE INSTALLED MORE THAN SIXTY (60) FEET FROM MAIN WATER LINE CONNECTION. IF THIS CONDITION OCCURS OUTSIDE OF THE BUILDING, A VAULT FROM THE APPROVED MATERIAL LIST WILL BE REQURED.
4. BACKFLOW ASSEMBLIES SHALL BE PROVIDED BY THE DEVELOPER.
5. FIRE LINE BACKFLOW ASSEMBLIES SHALL BE TESTED AND CERTIFIED BY A T.C.E.Q. REGISTERED FIRE LINE TESTER.

WATER UTILITIES

BASIC PRODUCT CATEGORY	PRODUCT SUB-CATEGORY	MANUFACTURER	MODEL, TYPE, OR STYLE APPROVED	GOVERNING SPECIFICATION	EXCEPTIONS
Casing Spacers					
CASING SPACER	CASING SPACERS	CASCADE	CCS / CCS-ER	NCTCOG 503.2	SS dia.155 ONLY
Casing Seal					
CASTING SEAL	CASING SEAL	POWER SEAL CASCADE	4810 CCES		
Corp Stop					
1" CORPORATION STOP	QUICK JOINT	FORD	FB1100-4-Q-NL	AWWA C800 502.3.3.3.D2O	NO LEAD
	BALL VALVE	MUELLER	B-25128N		
2" CORPORATION STOP	QUICK JOINT	FORD	FB1100-7-Q-NL		
	BALL VALVE	MUELLER	B-25058N		
Curb Stop					
1" CURB STOP	QUICK JOINT	FORD	B41-444W-Q-NL	AWWA C800 502.3.3.3.D2O	NO LEAD
	BALL VALVE	MUELLER	B-25170		
2" CURB STOP	QUICK JOINT	FORD	B41-777W-Q-NL		
	BALL VALVE	MUELLER	B-25170		
Meter Service Fittings					
Y-Branch	Y-Branch	FORD	Y44-274-Q-NL	AWWA C800 502.3.3.3.D2O	3" Main x 1" Branch
		MUELLER	H-13741N		
Tee Fitting	Tee Fitting	FORD	T464-774-Q-NL	AWWA C800 502.3.3.3.D2O	3" x 2" x 1" Side Outlet
		MUELLER	H-15361		
Elbow	Elbow	FORD	144-44-Q-NL	AWWA C800 502.3.3.3.D2O	144-77-Q-NL (1")
		MUELLER	H-15510N		
Coupling, Dresser, 1" PIPE OR LESS (CC)					
DRESSER/TRANSITION COUPLING	FOR GRAY & DI TYPE	HYMAX	2 - WIDE BASIZ	AWWA C219 NCTCOG 561.8.3	
		ROMAC	"ALBO" HP		
Fittings					
FITTINGS FIELD-BOO/DI	DUCTILE IRON	STAR PIPE		AWWA C110 DOMESTIC FULL-BORED ONLY	
		TYLER/UNI-FLANGE			
		SIGMA			
FLANGE/MJ ADAPTERS	DUCTILE IRON	STAR PIPE		AWWA C219 CITY SPECIFICATIONS	CONREST C ONLY
		TYLER			
		SIGMA			
Manhole Ring & Lid					
MANHOLE RING & LID	COMPOSITE	SI	ODM2200	CITY SPECIFICATIONS	MUST BE LABELED "WATER" W/ CITY LOGO
Pipe Lubricant					
PIPE LUBRICANT		VARIOUS	VARIOUS MODELS	NCTCOG 501.10.4	
Pipe Plug					
POLYWRAP			WRAP MUST BE LIGHT, 7-MIL/0.008", MANUFACTURED AND LABELED IS ACCORDANCE WITH AWWA C105		
Service Saddles (Tapping Sleeve for Pressure Pipe 12" and Greater Sizes)					
RETAINER GLANDS	FOR DI PIPE	SMITH-BLAIR	311 GMA-LCN	NCTCOG SPECIFICATIONS	DOMESTIC FITTINGS
		SIGMA	ONE-LOK SLDI		
		ROMAC	SOMASIgg		
		FORD	UNIFLANGE 1400		
		TBAA IRON	1190 MEGA-LUG		
	FOR PVC PIPE	STAR PIPE	STARGRIP 3000		
		SMITH-BLAIR	310 GMA-LCN		
		SIGMA	ONE-LOK SLDI		
		ROMAC	SOMASIgg		
		FORD	UNIFLANGE 1400		
		TBAA IRON	DOMA-LUG 2000		
		STAR PIPE	STARGRIP 4000		
Service Saddles					
SERVICE SADDLES	EPOXY COATED STAINLESS STEEL DOUBLE STRAP	SMITH-BLAIR	317	AWWA C800 NCTCOG SSL 10.2.1	CC THREADS
		FORD	FS2020		
		MUELLER	DR 2S		
Fire Hydrant Assembly					
FIRE HYDRANT STANDPIPE		ASSURED FLOW	C153		FOR HYDRANT FLOOR ADJUSTMENT
Fire Hydrants					
FIRE HYDRANTS*		WB – clayband	648 (1961) 1150 (DF)	AWWA C502 CITY SPECIFICATIONS 502.4.3.D.00	**DALLAS SPEC** 1-1/4" Pentagon Operating Nuts (1) 4" (Wk) Pumper Nozzle (2) 2.5" NST Hose Nozzles 5-6/4" Main Valve
		WB – clayband	648 (2001) 1232 (DT)		
		M&H	FIX 447 (2012) 404 (VR)		
		M&H	FIX 447 (2012) 406 (SN)		
		EJ	WATERMASTER 75 (NST-WP)		
		EJ	WATERMASTER 75W(O) (NX)		

*BARRELMUST BE PAINTED ALUMINUM SILVER (FLINT BRAND or an approved equal), BONNET & NOZZLE CAPS COLOR CODED BY RWA SIZE.
* 4" mainlines shall be color-coded OSHA RED using #20639057 or #2218858 or an approved equal.
* 6" mainlines shall be color-coded DARK GREEN using #20579057 or #2137858 or an approved equal.
* 10" or larger mainlines shall be color coded OSHA BLUE using #20509057 or #2124858 or an approved equal.

Gaskets, Bolts					
TAPPING SLEEVE	STAINLESS STEEL FLANGES	NUT/ANUTS STEEL	SMITH-BLAIR	665	AWWA C800 CDO-503.6.1.17	12" PIPE MAX
			FORD	FAST-GRIP-X		
			MUELLER	H-950		
*DOUBLE FLANGED SHALL BE STAINLESS STEEL, SHALL BE RESTRICTED TO PIPE SIZES 8" AND SMALLER AND SHALL NOT BE USED FOR TAPS GREATER THAN 75% OF THE MAIN SIZE.					
Valves					
AIR VALVES	AIR RELEASE AND VACUUM CONVERSATION	VAL-MATIC	COMBINATION CLEAR WATER	ANSI & AWWA C512	3"
		CLA-VAL	34 SERIES COMBINATION	STANDARD	3"
BUTTERFLY VALVES	STANDARD	AMERICAN AVK	57&75 D.E	AWWA C504	
	DOUBLE ECCENTRIC	AV-CEV	DEC 2204		
CHECK VALVES		VAL-MATIC	7000 SURGEBUSTER		
GATE VALVES*	RESILIENT WEDGE GATE VALVE	Mueller	2181	C500, C509 DWU RSDV	3.5" - 16"
		M&H	3500		4" - 16"
		AMERICAN AVK	SERIES 80		3.5" - 16"
		AMERICAN AVK	SERIES 15		18" - 24"

* MUST HAVE 316 SS BOLTS, BOTH RED EPOXY OR BITUMINOUS EXTERIOR COATINGS ARE ALSO ACCEPTABLE
* AWWA- C515 RWVSs WITH REDUCED WALL THICKNESSES ARE NOT ACCEPTABLE
* VALVES 24"AND LARGER SHALL BE EQUIPED WITH A BYPASS VALVE

Valve Boxes					
VALVE COVERS	LID	BASS & HAYS	#SVC-1	NCTCOG 806.4	
		SIGMA	SIB181LM		
		STAR PIPE	SVCNTY		
	10" COVER	BASS & HAYS	#SVC-1		
		SIGMA	SIB181LM		
	20" STACK	STAR PIPE	SVCNTY		
	18" COVER	BASS & HAYS	#SVC-1		
Water Meter AMI/AMR Lids					
WATER METER AMI/AMR LIDS	REPLACEMENT/RETRO-FIT LIDS	DFW PLASTICS	DFWB12C-ARYMDAF DMA, WMI LID	DUNCANVILLE SPECIFICATIONS W/ CITY LOGO & LABELED "WATER"	BLUE WATER LID FOR 300 SERIES BOX DFWB300LID-DF-GLAS (FOR WMI) 24" DEEP BOX W/ NOTCH NOTCH (FOR STACKING BOXES) NON-SKID, SOLID LID
			DFW SENSE-AFXBAF, WMI LID		
			DFW2GMVRI-AFBBAF (WG-LID		
Water Meter Vaults					
WATER METER VAULTS	CONCRETE	CARVAJAL		DWU	3" WATER METERS AND LARGER
		<DUNCRETE	MUST HAVE APPRVED LIFTING DEVICES		
		DUNSTER			
		CAST-IN-PLACE			
Water Meter Boxes					
3/4" - 2" Water Meters	PLASTIC	DFW PLASTICS	DFW3TC-12-AFSMKAF	DUNCANVILLE SPECIFICATIONS	LID MUST BE LABELED "WATER" W/ CITY LOGO (BLUE LID)
			DFWBH03RSC-14-AFSMBAF (14" DEEP)		LID MUST BE LABELED "WATER" W/ CITY LOGO (BLUE LID)
1-1/2" - 2" Water Meters	PLASTIC		DFWBH03RSC-12S-AFSMBAF (12" DEEP)		24" DEEP BOX W/ NOTCH NOTCH (FOR STACKING BOXES) NON-SKID, SOLID LID
			DFW5854WBONP-14-BODY		
Water Meter Couplings					
WATER METER COUPLINGS	BRASS METER FLANGE	FORD	C3-67--NL	DWU	*FLANGE MUST BE 1/4" THICK MINIMUM
	1-1/2" FLANGE X 2" PIP	MUELLER	H-10379-HN		
	2" BRASS METER FLANGE	FORD	C3S1-77-NL		
		MUELLER	H-10379-HN		
	2" METER TAIL	FORD	C38-44-Z-623-YL		NO LEAD-ONLY
		MUELLER	H-10380N		
Water Meter Brass Fittings					
WATER METER BRASS FITTINGS	PIP x COMPRESSION COUPLING	FORD	C84-44-Q-NL	DWU	NO LEAD-ONLY
		MUELLER	H-15451N		
	MIP x COMPRESSION COUPLING	FORD	C84-44-Q-NL		
		MUELLER	H-15428N		
Water Service Markers					
LOCATE MAKET		RHINO PRODUCTS	RSP72W-B		3.5" x 72" WHITE POST

WASTEWATER UTILITIES

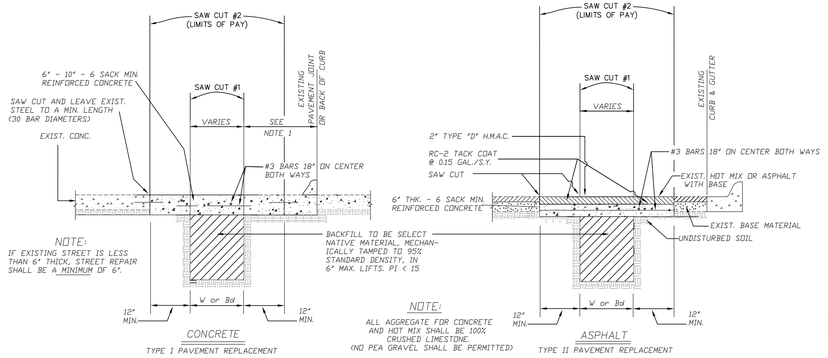
BASIC PRODUCT CATEGORY	MANUFACTURER	MODEL, TYPE, OR STYLE APPROVED	EXISTING SPECIFICATION	NCTCOG	EXCEPTIONS
Access Devices					
WASTEWATER ACCESS DEVICE	JM EAGLE	WAC 13	N/A	502.2	MINIMUM 15" EVEN FIVE
Casing Spacers					
CASING SPACERS	CASCADE	CCS / CCS-ER		501.2.2.1	STAINLESS ONLY
Cleanouts					
CLEANOUT LID	BASS & HAYS	SH 404	ONLY USED IF CLEANOUT IS IN CONCRETE	502.2,.4004.4.1.2	FS= 150 psi
Cleanout Box					
CLEANOUT BOX	DFW PLASTIC	DFWSBRC-12-AFLNP	N/A	N/A	MUST BE LABELED SEWER CARVES LID
Coupling					
RUBBER SLEEVE	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	CLAY OR CONCRETE PIPS ONLY
PVC ADAPTER	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	PVC PIPE ONLY
Grade Adjustment Riser					
GRADE ADJUSTMENT RISER	EJ	INFRA RISER	314RH		VARIOUS SIZES
Gravities Pipeline Materials					
PVC	VARIOUS	ASTM D2241 (SDR 26)	BELL AND SPIGOT-ASTM D3139	ASTM F477 NCTCOG 501.8.7	PS = 160 psi 4" & UP
HDPE		ASTM F714 (DR 17)	FUSION ASTM F3620	NCTCOG 501.21	PS = 50 psi 4" & UP
Service (Laterals)					
SERVICE LINE	VARIOUS	ASTM D2241 (SDR 26)	BELL AND SPIGOT-ASTM D3139		PS = 160 psi 4" & UP
SERVICE FITTINGS		ASTM D2241 (SDR 26)	BELL AND SPIGOT-ASTM D3139		
Manholes					
PRECAST	VARIOUS		ASTM C478	501.1.3.1	ALL NEW MANHOLE SHALL BE 30" OPENING MINIMUM.
CAST-IN-PLACE	N/A	TCEQ 217	4150 PSI CONCRETE	502.1.4.2.2	
FIBERGLASS	VARIOUS		ASTM 3753	501.1.3.2	END OF LINE ONLY W/ 24" LID & RING
Manhole Corrosion Protection					
EPOXY PROTECT 50	SPRAYWALL	SprayShield Green II	MANUFACTURER'S SPECIFICATIONS	502.3	
MANHOLE LINER	SPECTRASHIELD	N/A	MANUFACTURER'S SPECIFICATIONS	502.4	
Manhole Lids/Cover					
STANDARD 24" (SEALED/GASKETED ACCESS DEVICE)	BASS & HAYS	100-24 & 400-24	ASTM A48 CLASS 35B, CAST IRON ONLY	806.4.3.2	END OF LINE ACCESS CHAMBER OR FIBERGLASS MANHOLE
	EJ	24IAS (FRAME) 24IAS (COVER)			
MANHOLE RING & LID	EJ	ODM1200	COMPOSITE - MANUFACTURER'S SPECIFICATIONS		MUST BE LABELED "SEWER" W/ CITY LOGO
Manhole Pipe Connectors					
MANHOLE TO PIPE CONNECTORS	A-LOK	A-LOK SERIES	ASTM C923	N/A	PRECAST MANHOLE ONLY
	NPC Kor-N-Seal	KOR-N-SEAL SERIES			
Reinforcement					
MANHOLE INSERT	DOUG MEADOWS	NO FLOW INFLOW WARNOLE DISH/INSERT		ASTM D 1248	
Manhole Locator Markers					
MANHOLE/ACCESS CHAMBER MARKER	RHINO PRODUCTS	NORTFWG (3.5" x 72" WHITE POST)			FOR MH'S OVER 30ft FROM PAVED SURFACES (CITY TO DETERMINE LOCATION)
Opening Sealers					
TAPPING SADDLES	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	PIPEBURSTING ONLY
Trenchless (Pipe Rehabilitation)					
CURED-IN-PLACE PIPE (CIPP)	INSITUFORM	VARIOUS	ASTM F1216/ASTM 1813	N/A	FOR FIRE REHABILITATION

REVISIONS
Aug. 1 2023
Nov. 30 2023
April 22, 2024

GENERAL NOTES
WATER & WASTEWATER
APPROVED MATERIAL LIST
CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
1 OF 1



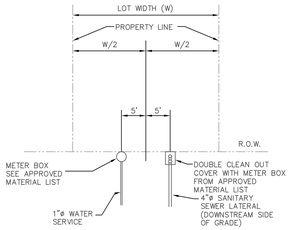
PAVEMENT REPLACEMENT DETAILS

NOT TO SCALE

(FOR ALL STREET CUTS-WATER, SAN.SEWER AND STORM SEWER)

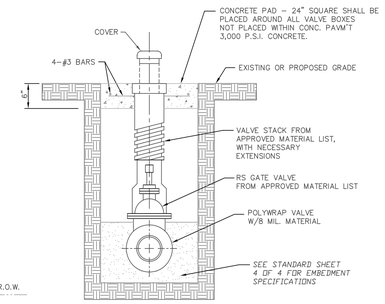
NOTE:

1. IF DISTANCE BETWEEN PAVEMENT REPLACEMENT JOINT & BACK OF CURB OR EXISTING PAVEMENT JOINT IS LESS THAN 3 FOOT, LIMITS OF PAVEMENT SHALL BE TO BACK OF CURB OR EXISTING PAVEMENT JOINT.
2. SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED.
3. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT.
4. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).
5. NO ADDITIONAL PAY FOR PAVEMENT OUTSIDE THE LIMITS OF SAW CUT #2.
6. 10 INCH THICK CONCRETE PAVEMENT REQUIRED FOR ALL THOROUGHFARES AS DEEMED BY THE CITY OF DUNCANVILLE.



SERVICE LOCATION FOR SINGLE FAMILY LOTS

NOT TO SCALE



TYPICAL VALVE SETTING & BOX FOR DEPTHS LESS THAN 4 FOOT

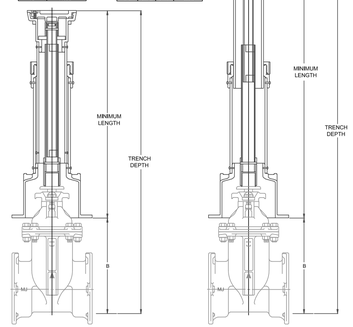
NOT TO SCALE

VALVE SIZE	TRENCH DEPTH AND MODEL NUMBER																	
4"	3	4	4.5	5	5.5	6	6	6	6	7	7	7	7	7	7	-	-	-
6"	2	3	4	5.4	5	5.5	6	6	6	6	7	7	7	7	7	7	-	-
8"	-	2	3.4	4	5	5	6	6	6	6	6	7	7	7	7	7	7	-
10"	-	1	2	3.4	4	5	5	6	6	6	6	7	7	7	7	7	7	7
12"	-	-	1	3	4.3	4.5	5	5	6	6	6	6	7	7	7	7	7	7
14"	-	-	-	-	-	-	3	4	5	5	5	6	6	6	7	7	7	7
16"	-	-	-	-	-	-	-	3.4	4	5	5	6	6	6	7	7	7	7

WHERE TWO MODEL NUMBERS ARE SHOWN FOR A GIVEN VALVE/TRENCH COMBINATION, USE THE DIMENSIONS IN THE TABLES BELOW TO SELECT THE BEST FIT.

VALVE SIZE	DIMENSION "B"
4"	9.25
6"	13.00
8"	18.25
10"	23.00
12"	27.00
14"	36.00
16"	41.00

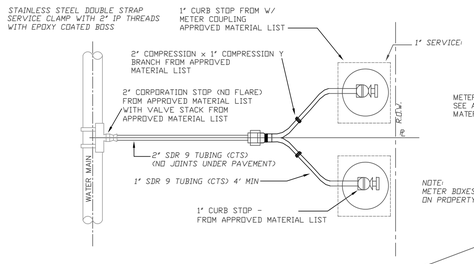
MODEL NUMBER	LENGTH MIN	LENGTH MAX	ASSEMBLY WEIGHT*
# 1	18.25	20.25	15 #
# 2	22.25	28.25	18 #
# 3	24.75	32.50	21 #
# 4	29.75	40.50	25 #
# 5	37.75	56.50	34 #
# 6	49.75	80.50	40 #
# 7	73.75	128.50	98 #



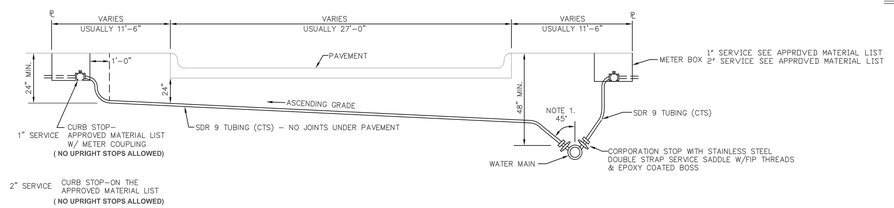
VALVE TRENCH ADAPTER FOR DEPTHS GREATER THAN 4 FOOT

NOT TO SCALE

CITY SHALL DETERMINE LOCATION TO BE USED



BULL HEAD SERVICES



WATER SERVICE DETAIL

NOT TO SCALE

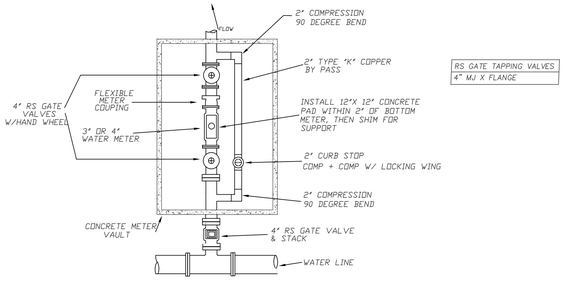
NOTE:

1. FOR 2" AND LARGER SERVICE, CORPORATION STOP SHALL BE INSTALLED HORIZONTALLY SUPPLIED WITH VALVE BOX & COVER. (SEE DETAIL ON SHEET 4 OF 4)
2. NO CONNECTIONS ALLOWED UNDER PAVEMENT, (OTHER THAN CORP STOP).
3. NO 90° BENDS ALLOWED ON ANY WATER SERVICES.
4. NO UPRIGHT STOPS ALLOWED ON ANY WATER SERVICES

NOTE: PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT TO THE PUBLIC WORKS DEPT. A LISTING OF ALL MATERIALS TO BE USED. NO WORK SHALL BE UNDERTAKEN PRIOR TO WRITTEN APPROVAL OF THE MATERIAL LIST BY THE CITY PUBLIC WORKS DEPT.

STANDARD HOUSE SERVICE

1. 1" SDR 9 TUBING (CTS).
2. STAINLESS STEEL DOUBLE STRAP W EXPOXY COATED BOSS SERVICE CLAMP C/ FIP THREADS
3. 1" CORPORATION STOP FROM APPROVE MATERIAL LIST
4. 1" CURB STOP FROM APPROVED MATERIAL LIST
5. METER BOX FROM APPROVED MATERIAL LIST
6. NO CONNECTION UNDER PAVEMENT (OTHER THAN CORP STOP CONNECTION

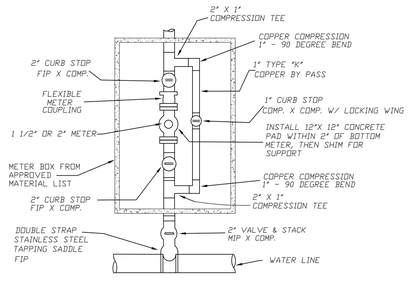


RS GATE TAPPING VALVES
4" MJ X FLANGE

NOTE: SEE APPROVED MATERIAL LIST

3" OR 4" TYPICAL METER BYPASS

NOT TO SCALE



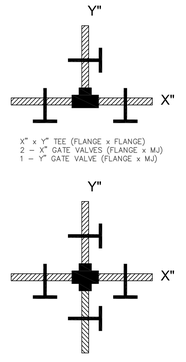
NOTE: SEE APPROVED MATERIAL LIST

1 1/2" OR 2" TYPICAL METER BYPASS

NOT TO SCALE

COMMERCIAL APPLICATIONS

	DUCTILE IRON PIPE	PVC PIPE
1" SERVICE	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS CORP STOP FROM APPROVED MATERIAL LIST	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS CORP STOP FROM APPROVED MATERIAL LIST
1 1/2" - 2" SERVICE VALVE STACK REQUIRED OVER CORP STOPS	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS FROM APPROVED MATERIAL LIST	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS FROM APPROVED MATERIAL LIST



MAIN LINE ISOLATION DETAIL

NOT TO SCALE

REVISIONS
Aug. 1 2023
Dec. 1 2023
April 22, 2024

WATER DETAIL SHEET 1

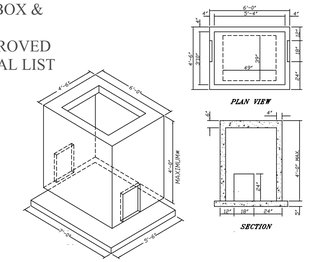
CITY OF DUNCANVILLE

Duncanville City of Champions

SHEET 1 OF 4

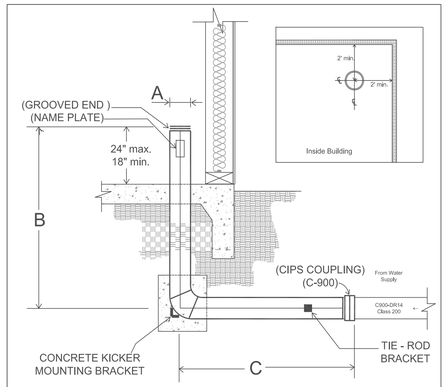
REVISIONS
Aug. 1 2023
Dec. 1 2023
Dec. 28 2023
April 22, 2024

METER BOX &
VAULTS
SEE APPROVED
MATERIAL LIST



FIRE LINE & 3" – 4" METER VAULT DETAIL

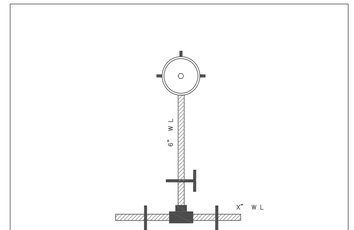
NOT TO SCALE



DIMENSIONS				
SIZE	A	B	C	WEIGHT
6"	6 5/8" OD	6'	6'	98 LBS
8"	8 5/8" OD	6'	6'	129 LBS
10"	10 3/4" OD	6'	6'	202 LBS

" IN-BUILDING RISER "

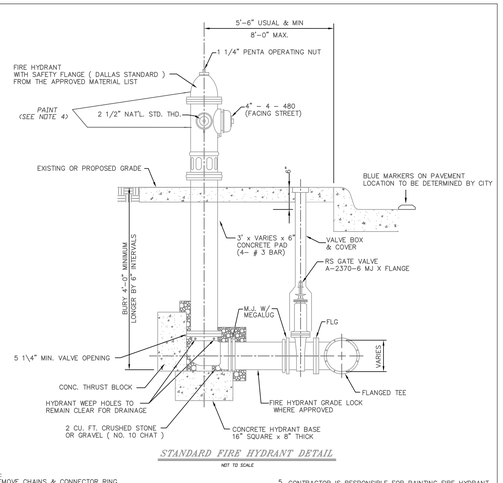
LEAD FREE
AMES or Approved Equal
Not to Scale



X" x 6" TEE (FLANGE x FLANGE)
2 – X" GATE VALVES ON MAIN LINE (FLANGE x MJ)
1 – 6" GATE VALVE (FLANGE x MJ)
1 – FIRE HYDRANT

FIRE HYDRANT ISOLATION DETAIL
FOR ALL FIRE HYDRANTS

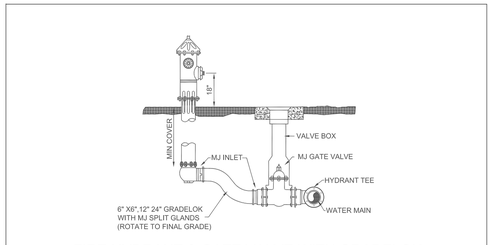
NOT TO SCALE



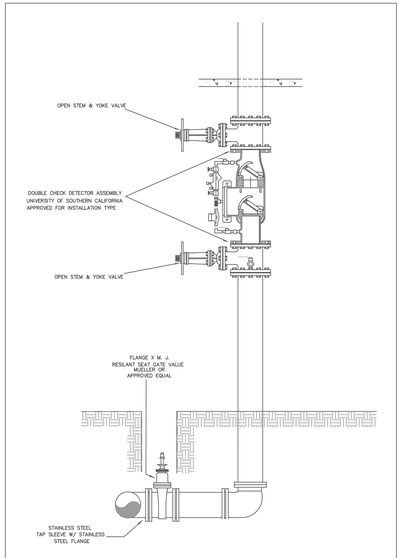
STANDARD FIRE HYDRANT DETAIL

NOT TO SCALE

NOTE:
1. REMOVE CHAINS & CONNECTOR RING FROM FIRE HYDRANT
2. IF FIRE HYDRANT IS IN CONCRETE, BOTTOM FLANGE AND NUTS SHALL BE CLEAR OF CONCRETE.
3. ALL MJ FITTINGS TO BE RETAINER GLANDS
4. CONCRETE SLAB TO CURB = 3' WIDE MIN. MAYBE REQUIRED TO ENCOMPASS VALVE/S
5. CONTRACTOR IS RESPONSIBLE FOR PAINTING FIRE HYDRANT (BARREL, BONNET & CAPS). HYDRANT BARREL ALUMINUM SILVER (FLYNT BRAND), BONNET & NOZZLES CAPS COLOR CODED BY WATER MAIN SIZE : SEE GENERAL NOTES FOR APPROVED MATERIAL LIST



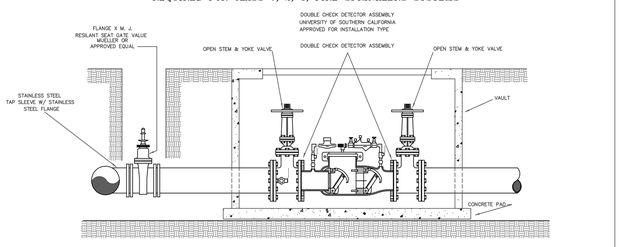
FIRE HYDRANT & GATE VALVE WITH GRADELOK



VERTICAL
DOUBLE CHECK DETECTOR ASSEMBLY DETAIL

NOT TO SCALE

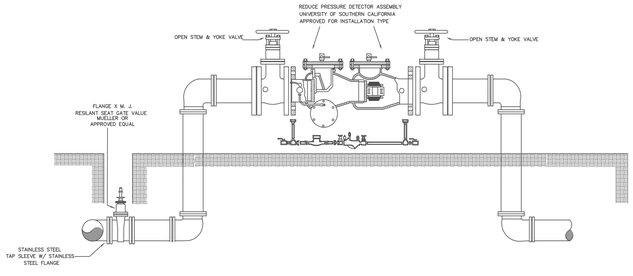
REQUIRED FOR CLASS 1, 2, 3, FIRE SPRINKLERS SYSTEMS



HORIZONTAL
DOUBLE CHECK DETECTOR ASSEMBLY DETAIL

NOT TO SCALE

REQUIRED FOR CLASS 4, 5, 6, FIRE SPRINKLERS SYSTEMS
OR MULTISTORY BUILDINGS, (3 STORY OR GREATER)
REQUIRED FOR DOMESTIC WATER SYSTEMS FOR MULTISTORY BUILDINGS (3 STORY OR GREATER)
OR DOMESTIC / IRRIGATION SYSTEMS WITH PUMPS OR CHEMICAL INJECTIONS



REDUCE PRESSURE DETECTOR ASSEMBLY

NOT TO SCALE

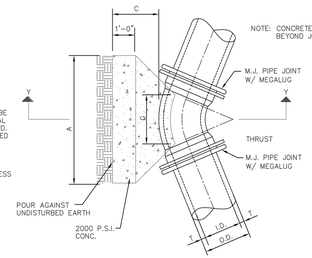
Duncanville
City of Champions

SHEET
2 OF 4

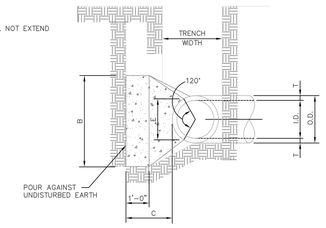
HORIZONTAL BENDS

						△=11.25°								△=22.50°								△=30°								△=45°								△=67.50°							
									EARTH			ROCK					EARTH			ROCK					EARTH			ROCK					EARTH			ROCK					EARTH			ROCK		
I.D. (in.)	T in.	C 11.25° ft.	C 22.50° ft.	E ft	I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)
4,6,8	0.4	1.5	1.5	0.9	4,6,8	0.4	1.0	1.0	1.5	0.1	1.0	1.0	0.1	4,6,8	0.8	2.0	1.5	1.5	0.1	1.0	1.0	0.1	4,6,8	1.0	2.8	2.0	1.5	0.2	1.0	1.5	0.1	4,6,8	1.5	3.9	2.0	2.0	0.2	1.5	1.5	0.1	4,6,8	2.1	5.6	3.0	2.0	0.3	2.0	1.5	0.2	4,6,8
10,12	0.5	1.5	1.5	1.2	10,12	0.8	2.2	1.5	1.5	0.1	1.0	1.5	0.1	10,12	1.3	4.4	2.0	2.5	0.3	1.5	1.5	0.1	10,12	1.5	5.9	2.5	2.5	0.3	2.0	1.5	0.2	10,12	2.2	8.7	3.5	2.5	0.5	2.0	2.5	0.3	10,12	3.1	12.6	5.5	2.5	0.8	3.5	2.0	0.4	10,12
16,18	0.6	1.5	1.5	1.6	16,18	0.8	5.0	2.0	2.5	0.3	1.5	2.0	0.2	16,18	1.6	9.8	3.0	3.5	0.6	2.0	2.5	0.3	16,18	2.2	13.2	3.5	4.0	0.8	2.5	3.0	0.4	16,18	3.2	19.5	4.5	4.5	1.2	3.0	3.5	0.6	16,18	4.7	28.3	7.5	4.0	1.9	5.0	3.0	0.9	16,18
20	0.7	1.5	1.5	1.8	20	0.9	6.2	2.0	3.5	0.4	1.5	3.0	0.3	20	1.8	12.3	3.5	3.5	0.7	2.0	3.5	0.4	20	2.4	16.3	4.5	4.0	1.0	3.0	3.0	0.5	20	3.6	24.1	5.5	4.5	1.5	3.5	3.5	0.7	20	5.2	34.9	9.0	4.0	2.3	6.5	3.5	1.2	20
24	0.9	1.5	1.5	2.1	24	1.1	8.9	3.0	3.0	0.5	1.5	3.0	0.3	24	2.2	17.7	4.0	4.5	1.0	3.0	3.0	0.5	24	2.9	23.4	6.0	4.0	1.4	3.5	3.5	0.7	24	4.3	34.6	8.0	4.5	2.1	4.5	4.0	1.1	24	6.2	50.1	11.5	4.5	3.5	6.5	4.0	1.6	24
30	1.2	1.5	1.5	2.6	30	1.4	10.4	3.0	3.5	0.6	2.0	3.5	0.4	30	2.7	20.7	5.0	4.5	1.3	3.0	4.0	0.8	30	3.6	27.5	7.5	5.0	1.9	4.5	4.0	0.9	30	5.4	40.6	8.5	5.0	2.9	5.5	4.5	1.5	30	7.8	58.9	12.0	5.0	4.8	7.5	4.0	2.2	30
36	1.5	1.5	2.5	3.5	36	1.7	15.0	3.5	4.5	0.9	2.0	4.0	0.5	36	3.3	29.8	5.5	5.5	2.3	4.0	4.0	1.3	36	4.4	39.5	7.0	6.0	3.4	4.5	4.5	1.6	36	6.5	58.5	10.0	6.0	5.3	6.5	4.5	2.6	36	9.4	84.9	14.5	6.0	8.2	9.5	4.5	3.8	36
42	1.8	1.8	2.6	3.8	42	1.9	20.4	4.0	5.0	1.5	2.5	5.0	0.8	42	3.8	40.6	7.0	6.0	3.9	4.5	5.0	2.1	42	5.1	53.8	8.0	7.0	5.1	5.5	5.0	2.5	42	7.5	79.6	11.5	7.0	8.1	8.0	5.0	4.2	42	10.9	115.5	17.0	7.0	12.8	11.0	5.5	6.3	42
48	2.0	2.0	3.0	4.3	48	2.2	26.6	4.5	6.0	2.0	2.5	6.0	1.1	48	4.4	52.9	8.0	7.0	5.7	4.5	6.0	2.8	48	5.8	70.3	9.0	8.0	7.4	6.0	6.0	3.7	48	8.6	104.0	13.0	8.0	11.9	9.0	6.0	6.3	48	12.5	150.9	19.0	8.0	18.4	13.0	6.0	9.2	48
54	2.0	2.3	3.4	4.8	54	2.5	33.7	5.0	6.0	3.0	3.0	6.0	1.4	54	4.9	67.0	9.0	8.0	8.0	5.0	6.0	4.1	54	6.5	89.0	10.0	9.0	10.3	7.0	6.5	5.1	54	9.7	131.6	15.0	9.0	17.1	10.5	6.5	8.9	54	14.0	191.0	21.5	9.0	26.0	15.0	6.5	12.9	54
60	2.5	2.5	3.8	5.3	60	2.7	41.6	6.0	7.0	3.8	3.0	7.0	1.8	60	5.5	82.7	9.5	9.0	10.6	6.0	7.0	5.3	60	7.3	110.0	11.0	10.0	13.9	7.5	7.5	7.3	60	10.7	162.4	16.5	10.0	23.1	11.0	7.5	12.0	60	15.6	235.8	24.0	10.0	35.6	16.0	7.5	17.6	60
66	2.8	2.8	4.1	5.7	66	3.0	50.3	6.5	8.0	5.1	3.5	8.0	2.7	66	6.0	100.1	10.5	10.0	14.1	6.5	8.0	7.2	66	8.0	132.9	12.5	11.0	18.9	8.5	8.0	9.6	66	11.8	196.5	18.0	11.0	30.1	12.0	8.5	16.2	66	17.1	285.3	26.0	11.0	46.0	18.0	8.0	23.0	66
72	3.0	3.0	4.5	6.3	72	3.3	59.9	7.5	8.0	6.3	4.0	8.0	3.3	72	6.6	119.1	11.0	11.0	17.6	7.5	8.0	9.1	72	8.7	158.2	13.5	12.0	24.0	9.0	9.0	12.3	72	12.9	233.9	19.5	12.0	38.6	14.0	8.5	20.7	72	18.7	339.5	28.5	12.0	57.8	19.0	9.0	28.4	72
78	3.3	3.3	4.9	6.7	78	3.6	70.2	8.0	9.0	8.1	4.0	9.0	3.9	78	7.1	139.8	12.0	12.0	22.5	8.0	9.0	11.7	78	9.4	185.6	14.5	13.0	30.0	10.0	9.5	15.6	78	13.9	274.5	21.5	13.0	49.8	14.5	9.5	25.9	78	20.2	398.5	31.0	13.0	75.7	21.0	9.5	37.4	78
84	3.8	3.5	5.3	7.2	84	3.8	81.5	8.5	10.0	10.3	4.5	10.0	5.3	84	7.6	162.1	13.0	12.5	27.2	8.5	10.0	14.8	84	10.1	215.3	15.5	14.0	37.1	10.5	10.5	19.5	84	15.0	318.4	23.0	14.0	61.2	15.5	10.5	32.6	84	21.8	462.1	33.5	14.0	93.7	22.0	10.5	46.5	84
90	3.8	3.8	5.6	7.7	90	4.1	93.5	9.5	10.0	12.7	5.0	10.0	6.3	90	8.2	186.1	14.0	13.5	33.7	9.5	10.0	17.7	90	10.9	247.1	16.5	15.0	45.0	11.5	11.0	23.9	90	16.1	365.5	24.5	15.0	74.5	17.5	10.5	39.6	90	23.3	530.5	35.5	15.0	114.4	24.5	11.0	58.2	90
96	4.0	4.0	6.0	8.2	96	4.4	106.4	10.0	11.0	15.0	5.0	11.0	7.4	96	8.7	211.7	15.0	14.5	41.2	10.0	11.0	21.8	96	11.6	281.2	18.0	16.0	55.0	12.5	11.5	28.9	96	17.1	415.8	26.0	18.0	89.5	18.5	11.5	48.5	96	24.9	603.6	38.0	18.0	138.9	25.5	12.0	70.0	96

	△=90°						
			EARTH		ROCK		
I.D. (in.)	G ft.	Thrust tons	A ft.	B ft.	Volume c.y.	A ft.	B ft.	Volume c.y.	I.D. (in.)
4,6,8	2.7	7.1	5.0	1.5	0.4	2.0	2.0	0.2	4,6,8
10,12	4.0	18.0	6.5	2.5	1.0	4.5	2.5	0.5	10,12
16,18	6.0	36.0	9.0	4.0	2.4	4.5	4.0	1.0	16,18
20	6.6	44.4	10.0	4.5	3.1	6.0	4.0	1.5	20
24	7.8	64.0	14.5	4.5	5.0	8.0	4.0	2.1	24
30	9.9	75.0	15.0	5.0	6.7	10.0	4.0	3.3	30
36	11.9	108.0	18.0	6.0	11.4	12.0	4.5	5.3	36
42	13.9	147.0	21.0	7.0	17.8	14.0	5.5	8.7	42
48	15.9	192.0	24.0	8.0	26.2	16.0	6.0	12.4	48
54	17.9	243.0	27.0	9.0	36.9	18.0	7.0	18.1	54
60	19.9	299.8	30.0	10.0	50.3	20.0	7.5	24.8	60
66	21.8	362.8	33.0	11.0	66.2	22.0	8.5	32.5	66
72	23.8	431.8	36.0	12.0	85.6	24.0	9.0	41.8	72
78	25.7	506.7	39.0	13.0	108.2	26.0	10.0	53.2	78
84	27.7	587.7	42.0	14.0	134.4	28.0	10.5	64.8	84
90	29.0	674.6	45.0	15.0	164.9	30.0	11.5	81.2	90
96	31.8	767.5	48.0	16.0	199.0	32.0	12.0	95.1	96



PLAN

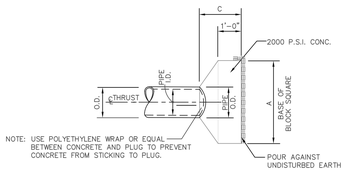


SECTION Y–Y

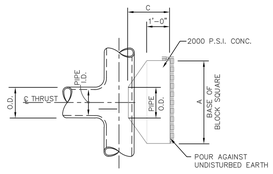
GENERAL NOTES

1. ALL CALCULATIONS ARE BASED ON INTERNAL PRESSURE OF 200 P.S.I. FOR 24" I.D. PIPE AND SMALLER AND 150 P.S.I. ON 30" I.D. AND LARGER.
2. VOLUMES OF VERTICAL BEND THRUST BLOCKS ARE NET VOLUMES OF CONCRETE TO BE FURNISHED. THE CORRESPONDING WEIGHT OF THE CONCRETE (4000 LB/C.Y.) IS EQUAL TO OR GREATER THAN THE VERTICAL COMPONENT OF THRUST ON THE VERTICAL BEND.
3. ALL BEARING SURFACES OF THRUST BLOCKS SHALL BE POURED AGAINST UNDISTURBED EARTH OR ROCK.
4. WALL THICKNESS (T) ASSUMED HERE FOR ESTIMATING PURPOSES ONLY.
5. CONCRETE FOR BLOCKING SHALL BE 2000 P.S.I. CONCRETE.
6. DIMENSIONS MAY BE VARIED AS REQUIRED BY FIELD CONDITIONS WHERE AND AS DIRECTED BY THE ENGINEER. THE VOLUME OF CONCRETE BLOCKING SHALL NOT BE LESS THAN SHOWN HERE.

TYPICAL HORIZONTAL THRUST BLOCK



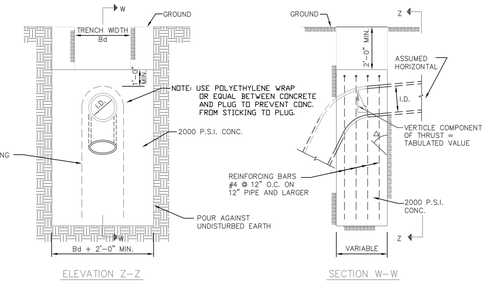
PLAN OF PLUG THRUST BLOCK



PLAN OF TEE THRUST BLOCK

TEES & PLUGS

I.D. (IN)	THRUST TONS	C FT.	EARTH A FT.	EARTH VOLUME C.Y.	ROCK A FT.	ROCK VOLUME C.Y.	I.D. (IN)
4,6,8	5.1	1.5	2.5	0.3	2.0	0.2	4,6,8
10,12	11.3	1.5	3.5	0.6	2.5	0.3	10,12
16,18	25.5	2.0	5.5	1.6	4.0	0.9	16,18
20	31.5	2.0	6.0	1.9	4.0	0.9	20
24	45.2	2.5	7.0	3.1	5.0	1.7	24
30	53.0	3.0	7.5	4.1	5.5	2.4	30
36	76.3	4.0	9.0	7.3	6.5	4.2	36
42	104.0	4.5	10.5	11.0	7.5	6.2	42
48	136.0	5.0	12.0	15.6	8.5	8.7	48
54	172.0	5.5	13.5	21.4	9.5	11.9	54
60	212.0	6.0	15.0	28.4	10.5	15.7	60
66	257.0	6.5	16.6	36.8	11.5	20.5	66
72	305.0	7.5	17.5	47.2	12.5	27.2	72
78	358.0	8.0	19.0	58.9	13.5	33.7	78
84	416.0	8.5	20.5	72.3	14.5	41.2	84
90	477.0	9.0	22.0	87.7	15.5	49.7	90
96	543.0	9.5	23.5	104.8	16.5	61.0	96



ELEVATION Z–Z

SECTION W–W

TYPICAL VERTICAL BEND THRUST BLOCK

VERTICAL BENDS

△	11.25°		22.50°		30°		45°		67.50°		90°		△
I.D. (in.)	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	I.D. (in.)
4,6,8	1.0	0.5	2.0	1.0	2.5	1.3	3.6	1.8	4.6	2.3	5.0	2.5	4,6,8
10,12	2.2	1.1	4.3	2.2	5.7	2.8	8.0	4.0	10.4	5.2	11.3	5.7	10,12
16,18	5.0	2.5	9.7	4.9	12.7	6.4	18.0	9.0	23.5	11.8	25.5	12.7	16,18
20	6.1	3.1	12.0	6.0	15.7	7.9	22.2	11.1	29.2	14.5	31.4	15.7	20
24	8.2	4.4	17.3	8.7	22.4	11.3	32.5	16.0	41.8	20.9	45.5	22.6	24
30	10.5	5.2	20.3	10.1	26.5	13.3	37.9	18.8	49.8	24.5	53.1	26.5	30
36	14.9	9.6	29.2	14.6	38.2	19.1	54.0	27.3	71.6	35.3	74.4	38.2	36
42	20.3	14.1	39.8	19.9	52.0	26.0	73.9	36.7	96.9	48.0	104.0	52.0	42
48	26.5	19.2	52.0	26.0	67.9	33.9	96.0	48.0	126.0	62.7	136.0	67.9	48
54	33.5	25.8	65.7	32.9	85.9	42.9	122.0	60.7	159.0	79.4	171.0	85.3	54
60	41.4	34.0	81.2	40.6	106.0	53.0	150.0	75.0	196.0	98.5	212.0	106.0	60
66	50.1	43.0	98.2	49.1	128.0	64.2	182.0	90.7	237.0	119.0	257.0	128.0	66
72	59.6	53.8	117.0	58.4	153.0	76.2	216.0	108.0	282.0	141.0	306.0	153.0	72
78	69.9	65.9	137.0	68.6	179.0	90.0	254.0	127.0	331.0	166.0	358.0	179.0	78
84	81.1	80.5	159.0	79.5	208.0	104.0	294.0	147.0	384.0	192.0	416.0	208.0	84
90	93.1	96.5	183.0	91.3	239.0	119.5	337.0	169.0	441.0	221.0	477.0	239.0	90
96	106.0	113.0	208.0	104.0	272.0	136.0	384.0	192.0	502.0	251.0	543.0	272.0	96

REVISIONS
Aug. 1 2023
April 22, 2024

WATER DETAIL SHEET 3
CITY OF DUNCANVILLE

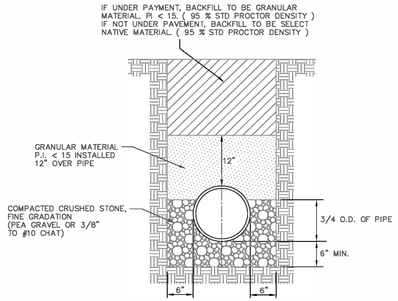
Duncanville
City of Champions

SHEET 3 OF 4

EMBEDMENT FOR WATER MAINS

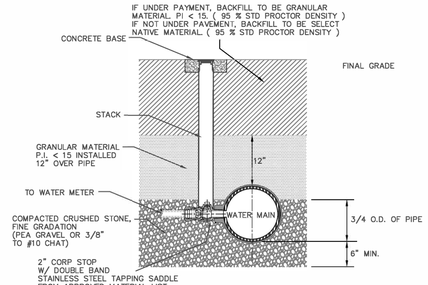
TABLE OF TRENCH WIDTHS

SIZE OF PIPE IN INCHES DIA.	KIND OF PIPE	EXTERNAL DIAMETER IN INCHES Bc	TRENCH WIDTH Bd IN INCHES
6"	P.V.C. Water Pipe	6.90	24
8"	P.V.C. Water Pipe	9.05	25
10"	P.V.C. Water Pipe	11.10	27
12"	P.V.C. Water Pipe	13.20	29
16"	Ductile or C.I. Water Pipe	17.40	33
16"	Prestressed Conc. Lined Cyl. Pipe	21.00	37
16"	Pretensioned Conc. Lined Cyl. Pipe	20.50	37
18"	Ductile or C.I. Water Pipe	19.50	36
18"	Prestressed Conc. Lined Cyl. Pipe	23.50	40
18"	Pretensioned Conc. Lined Cyl. Pipe	23.00	39
20"	Ductile or C.I. Water Pipe	21.60	38
20"	Prestressed Conc. Lined Cyl. Pipe	25.50	42
20"	Pretensioned Conc. Lined Cyl. Pipe	25.00	42
24"	Ductile or C.I. Water Pipe	25.80	42
24"	Prestressed Conc. Lined Cyl. Pipe	30.00	46
24"	Pretensioned Conc. Lined Cyl. Pipe	29.00	45
30"	Ductile or C.I. Water Pipe	32.00	48
30"	Prestressed Conc. Lined Cyl. Pipe	37.00	61
30"	Pretensioned Conc. Lined Cyl. Pipe	35.00	59
36"	Ductile or C.I. Water Pipe	38.30	62
36"	Prestressed Conc. Lined Cyl. Pipe	43.50	68



WATER MAIN EMBEDMENT DETAIL

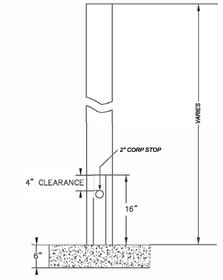
NOT TO SCALE



2" CORP STOP

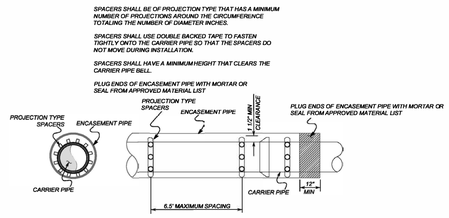
FROM APPROVED MATERIAL LIST

NOT TO SCALE



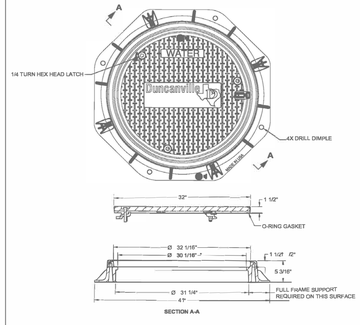
VALVE STACKFOR 2" SERVICE

NOTE:
POLY WRAP AROUND OUTSIDE OF VALVE STACK TO PREVENT EMBEDMENT ENTERING THE VALVE STACK.



WATER MAIN BORE DETAIL

CARRIER PIPE THRU ENCASEMENT PIPE INSTALLATION DETAIL
SCALE: NONE



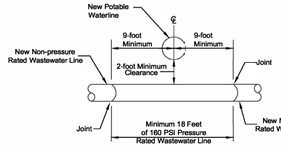
WATER MANHOLE LARGE VALVE LID

SEE APPROVED MATERIAL LIST

ALL WATER LINES AND WASTEWATER CROSSINGS SHALL CONFORM TO T.C.E.Q. CHAPTER 290 REGULATIONS

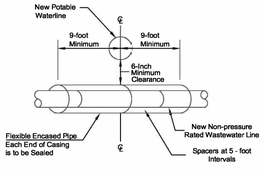
ALTERNATIVE A:

PRESSURE RATED WASTEWATER PIPE



ALTERNATIVE B:

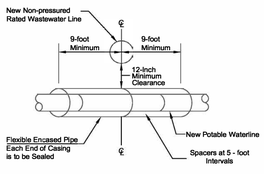
ENCASED WASTEWATER LINE



- Minimum casing Pipe Stiffness of 115 PSI at 5% Deflection
- Casing Pipe Diameter To Be Determined For Each Project As Shown on Construction Plans
- The Space around the Carrier Pipe shall be Supported at Five (5) Foot (or less) Intervals with Spacers.
- Each End of Casing is to be Sealed with Water Tight Non-Shrink Grout or Manufactured Water Tight Seal.

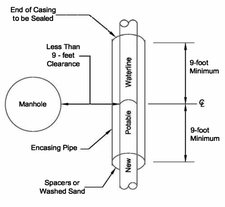
ALTERNATIVE C:

ENCASED NEW POTABLE WATERLINE LOCATED UNDER A NEW NON-PRESSURED RATED WASTEWATER LINE



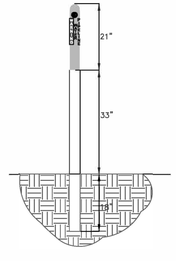
- Same Encasement Criteria as " Alternate B" or
- New Waterline (Without Casing) to be Constructed of PVC, C-900 (DR-14), Ductile Iron with Mechanical Joint or Steel Pipe with Welded Joints.
- Both Waterline and Wastewater Line must Pass a Pressure and Leakage test as Specified in These Standards.

MANHOLE CLEARANCE



ENCASING PIPE

- 150 PSI Pressure Class Pipe
- Minimum 18 Feet Long
- Casing Pipe Diameter To Be Determined For Each Project As Shown on Construction Plans
- Space around Carrier Pipe shall be Supported at Five (5) Foot (or less) Intervals with Spacers.
- Centered on Crossing
- Both Ends Sealed with Cement Grout or a Manufactured Water Tight Seal.



WATER LOCATE MARKER

NOTE:
1. SEE APPROVED MATERIAL LIST FOR PART NUMBER AND MANUFACTURE
2. CITY SHALL DETERMINE LOCATIONS

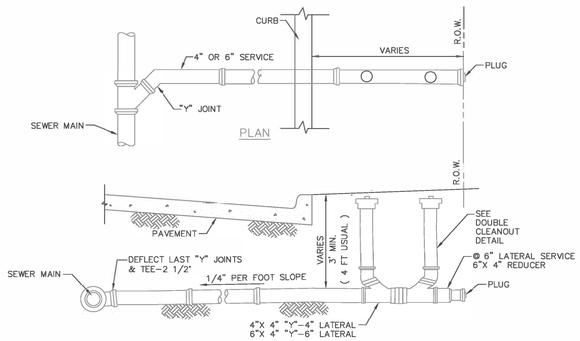
REVISIONS
Aug. 1 2023
April 22, 2024

WATER DETAIL SHEET 4

CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
4 OF 4



ELEVATION

TYPICAL SEWER SERVICE

NOTE:

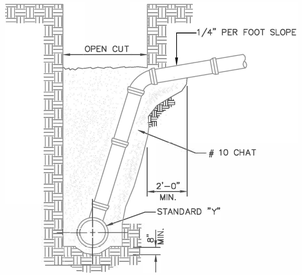
CONTRACTOR TO SUPPLY LOCATION ON AS BUILT

ALL LATERALS SHALL BE INSTALLED AT 1/4" PER FOOT SLOPE PER "TYPICAL SEWER SERVICE" DETAIL.

ALL CONSTRUCTION BIDS ON CITY PROJECTS SHALL BE BASED ON "TYPICAL SEWER SERVICE" DETAILS.

ALL SEWER LATERALS SHALL BE SDR26 HEAVY WALL P.V.C. PIPE UNLESS OTHER WISE NOTED.

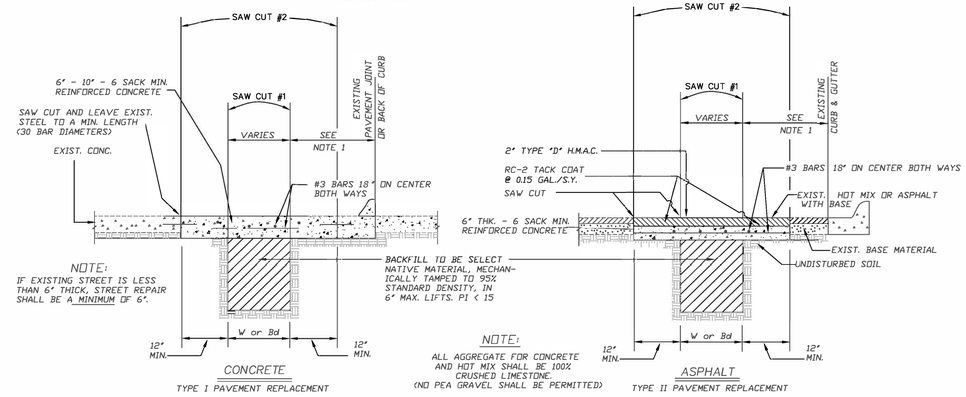
TABLE OF QUANTITIES OF CONCRETE AND GRAVEL IN CUBIC YARDS PER 100 LINEAR FEET						
PIPE DIAMETER IN INCHES	PIPE MATERIAL	OUTSIDE DIAMETER "O.D."	TRENCH WIDTH IN INCHES "B"	CRUSHED STONE		CONCRETE BACKFILL
				IN EARTH	IN ROCK	
8	PVC	8.4	25	4.7	4.7	10.10
12	PVC	12.5	29	6.5	6.5	13.30
15	PVC	15.3	31	7.9	7.9	15.60



STACKED DEEP CUT

STACKED DEEP CUT LATERALS SHALL NOT BE INSTALLED WITHOUT VERIFICATION OF FLOW LINE ELEVATIONS FOR EACH LOT AND WRITTEN APPROVAL FROM THE CITY.

SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).



PAVEMENT REPLACEMENT DETAILS

NOT TO SCALE

(FOR ALL STREET CUTS-WATER, SAN.SEWER AND STORM SEWER)

NOTE:

1. IF DISTANCE BETWEEN PAVEMENT REPLACEMENT JOINT & BACK OF CURB OR EXISTING PAVEMENT JOINT IS LESS THAN 3 FOOT, LIMITS OF PAVEMENT SHALL BE TO BACK OF CURB OR EXISTING PAVEMENT JOINT.
2. SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED.
3. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT.
4. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).
5. NO ADDITIONAL PAY FOR PAVEMENT OUTSIDE THE LIMITS OF SAW CUT #2.
6. 10 INCH THICK CONCRETE PAVEMENT REQUIRED FOR ALL THOROUGHFARES AS DEEMED BY THE CITY OF DUNCANVILLE.

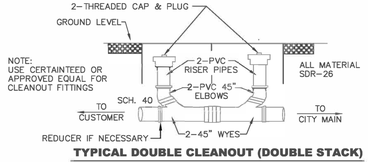
DOUBLE CLEANOUT

IN CONCRETE DRIVEWAYS,ALLEY PAVING OR SIDEWALK

SEE DETAIL BELOW

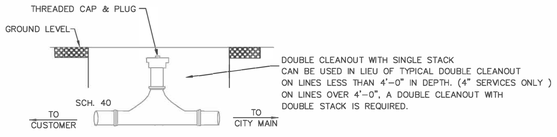
IN GRASSY AREAS

TWO METER BOXES FROM APPROVED MATERIAL LIST

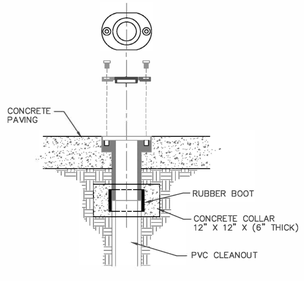


TYPICAL DOUBLE CLEANOUT (DOUBLE STACK)

(NTS)



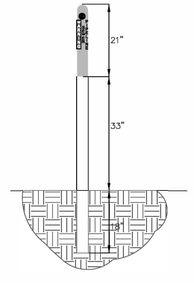
SWEEPING TYPE TEE



SANITARY SEWER LATERAL CLEANOUT IN CONCRETE

SEE APPROVED MATERIAL LIST

NOT TO SCALE



SEWER LOCATE MARKER

NOTE:
1. SEE APPROVED MATERIAL LIST FOR PART NUMBER AND MANUFACTURE
2. CITY SHALL DETERMINE LOCATIONS

REVISIONS
Aug. 1 2023
April 22. 2024

WASTEWATER DETAIL SHEET 1

CITY OF DUNCANVILLE

Duncanville City of Champions

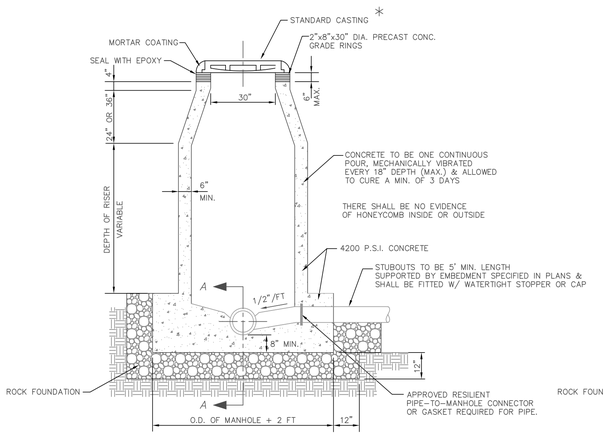
SHEET 1 OF 2

MAIN SIZE TO MANHOLE SIZE CHART	
MAIN LINE SIZE	MANHOLE SIZE
6" – 10"	48" DIAMETER
12" – 15"	60" DIAMETER
18" – UP	72" DIAMETER

* A. 30" DIA M.H. RING & COVER
(FROM APPROVED MATERIAL LIST)

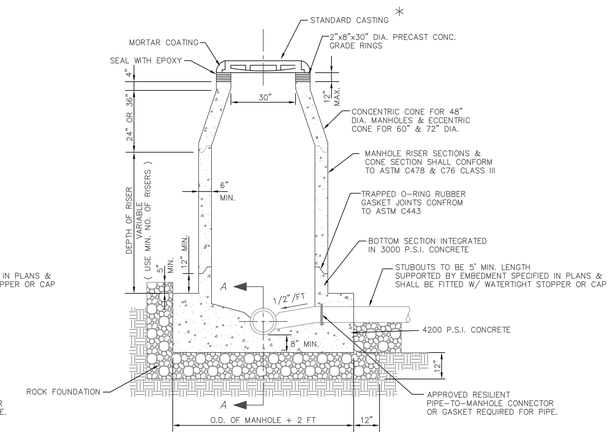
B. MANHOLES >10' DEEP TO BE 60" DIAMETER MINIMUM.

C. ALL MANHOLE SHALL HAVE A SPRAY APPLIED MONOLITHIC HIGH BUILD EPOXY COATING INSTALLED SEE APPROVED MATERIAL LIST



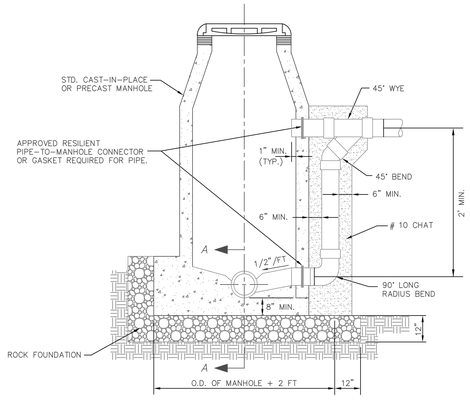
CAST IN PLACE CONCRETE WASTEWATER MANHOLE

NOT TO SCALE



PRECAST CONCRETE WASTEWATER MANHOLE

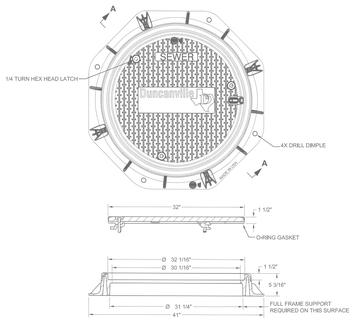
NOT TO SCALE



WASTEWATER MANHOLE WITH OUTSIDE DROP CONNECTION

NOT TO SCALE

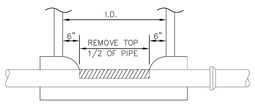
1. NO INTERNAL DROPS



SECTION OF RING STANDARD CASTING

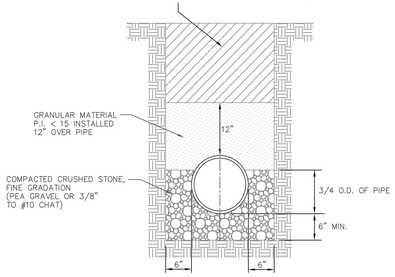
NOT TO SCALE

SEE APPROVED MATERIAL LIST



SECTION A–A

NOT TO SCALE



WASTEWATER MAIN EMBEDMENT DETAIL

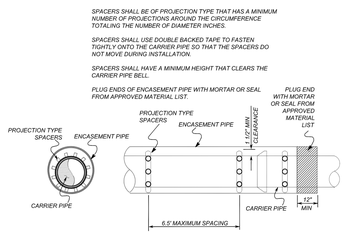
NOT TO SCALE

SPACERS SHALL BE OF PROJECTION TYPE THAT HAS A MINIMUM NUMBER OF PROJECTIONS AROUND THE CIRCUMFERENCE TOTALING THE NUMBER OF DIAMETER INCHES.

SPACERS SHALL USE DOUBLE BACKED TAPE TO FASTEN TIGHTLY ONTO THE CARRIER PIPE SO THAT THE SPACERS DO NOT MOVE DURING INSTALLATION.

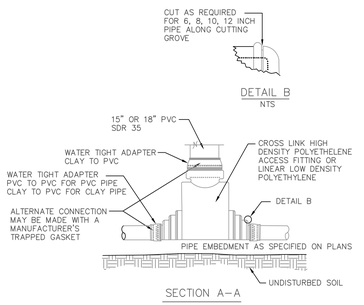
SPACERS SHALL HAVE A MINIMUM HEIGHT THAT CLEARS THE CARRIER PIPE BELL.

PLUG ENDS OF ENCASEMENT PIPE WITH MORTAR OR SEAL FROM APPROVED MATERIAL LIST.

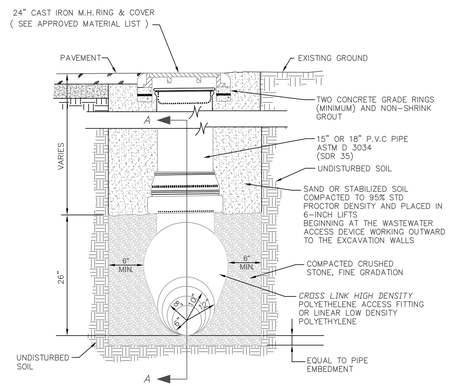


SEWER MAIN BORE DETAIL

CARRIER PIPE THRU ENCASEMENT PIPE INSTALLATION DETAIL
SCALE: NONE



SECTION A–A



WASTEWATER ACCESS DEVICE

NOT TO SCALE

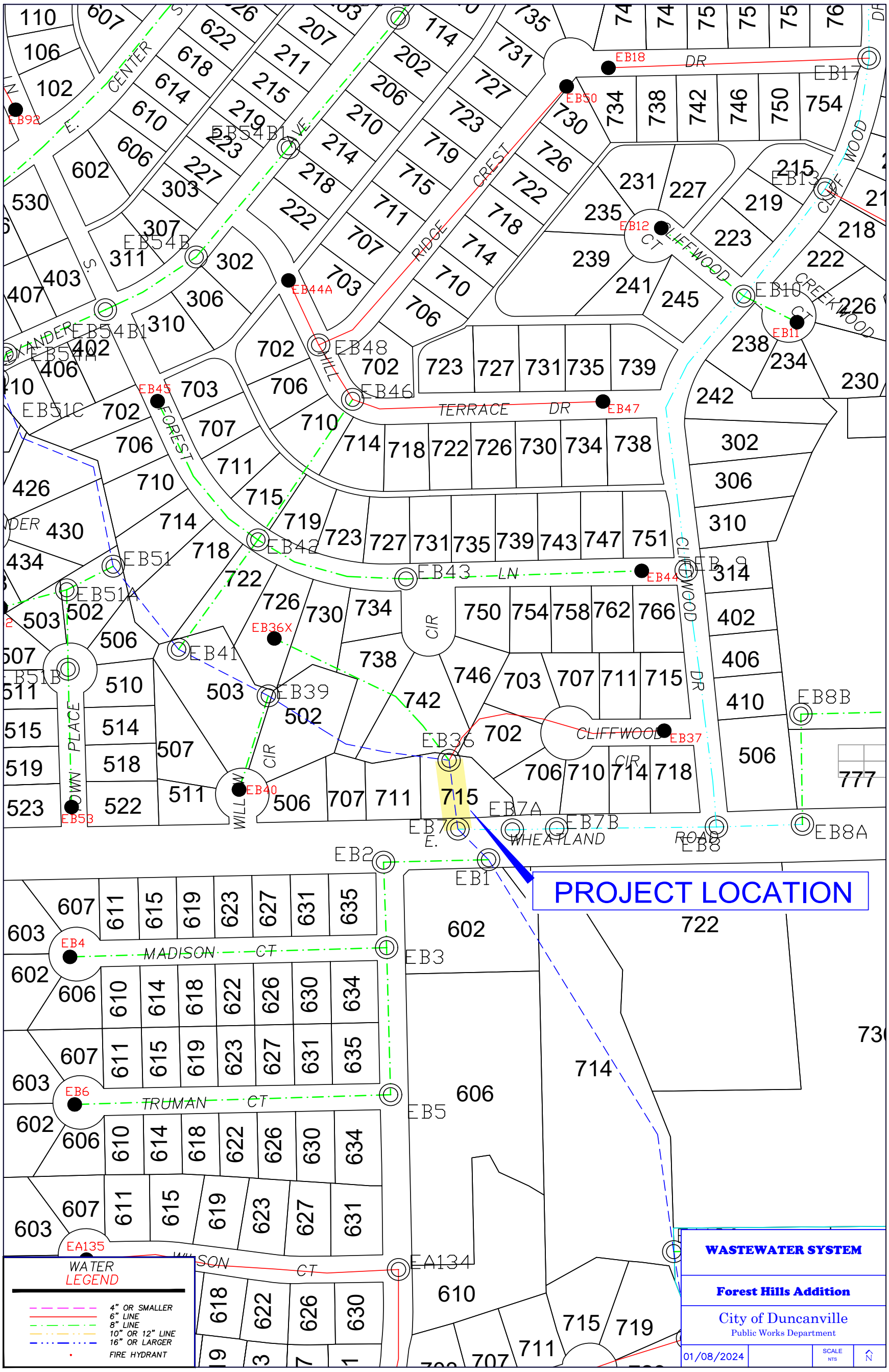
REVISIONS
Aug. 1 2023
April 22, 2024

WASTEWATER DETAIL SHEET 2

CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
2 OF 2


PROJECT LOCATION
WASTEWATER SYSTEM
Forest Hills Addition
City of Duncanville
Public Works Department
01/08/2024
SCALE NTS
WATER LEGEND
4" OR SMALLER
6" LINE
8" LINE
10" OR 12" LINE
16" OR LARGER
FIRE HYDRANT
CENTER
RIDGE
CREST
CLIFFWOOD
CREEKWOOD
FOREST
MADISON CT
TRUMAN CT
WILSON CT
TERRACE DR
CLIFFWOOD DR
CLIFFWOOD CT
CREEKWOOD CT
WHEATLAND ROAD
DOWN PLACE
CIR
LN
EB1
EB2
EB3
EB4
EB5
EB6
EB7
EB7A
EB7B
EB8
EB8A
EB8B
EB10
EB11
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EB36X
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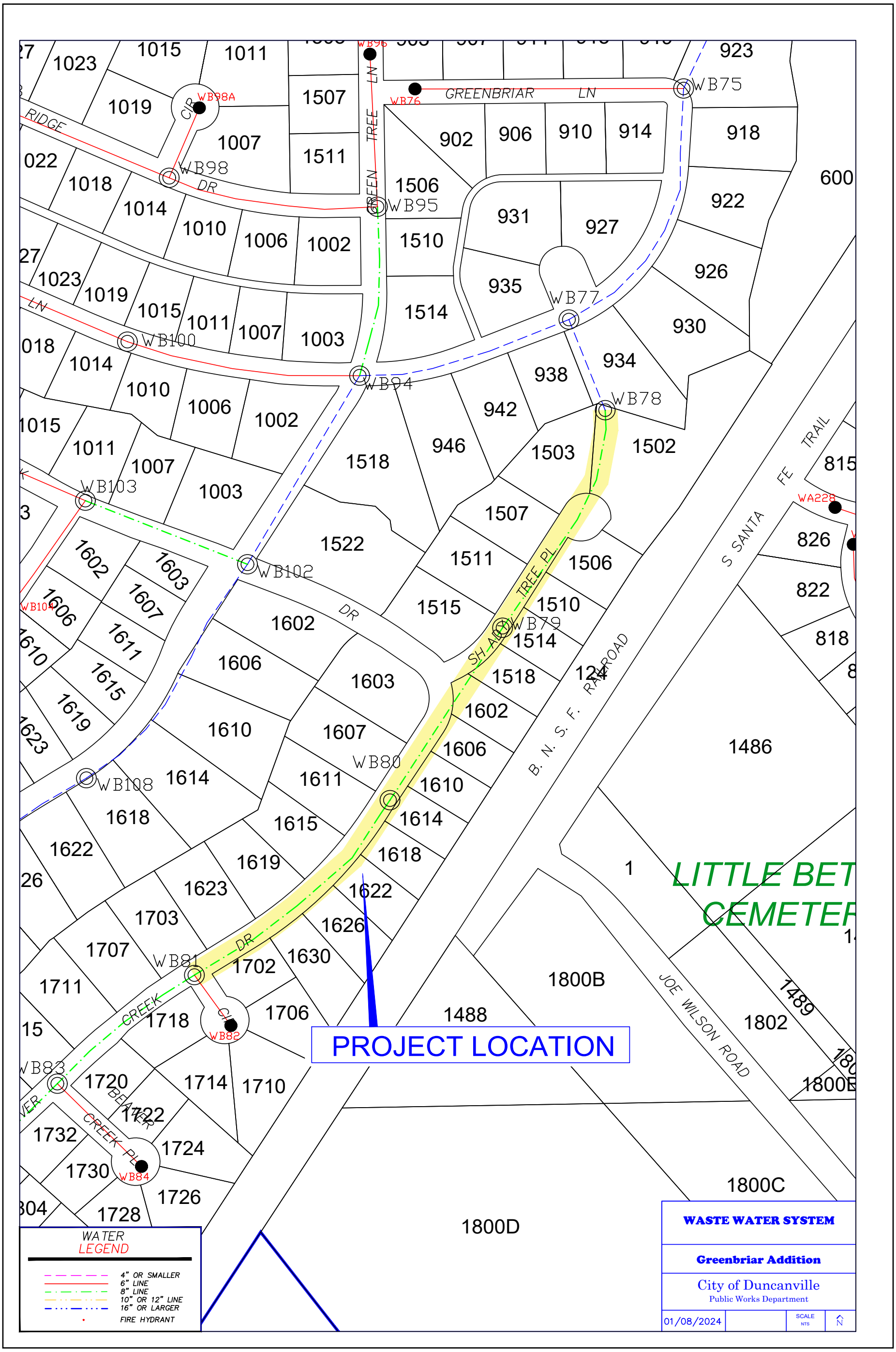
EA134
EA135


WB96
WB98A
WB76
WB75
WB98
WB95
WB100
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WB77
WB78
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WB104
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WB108
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WB81
WB82
WB83
WB84
WA228
GREENBRIAR LN
RIDGE DR
TREE LN
GREEN
LN
TREE PL
SH 310
DR
S SANTA FE TRAIL
B. N. S. F. RAILROAD
JOE WILSON ROAD
CREEK
CREEK PL
BEAVER
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922
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1503
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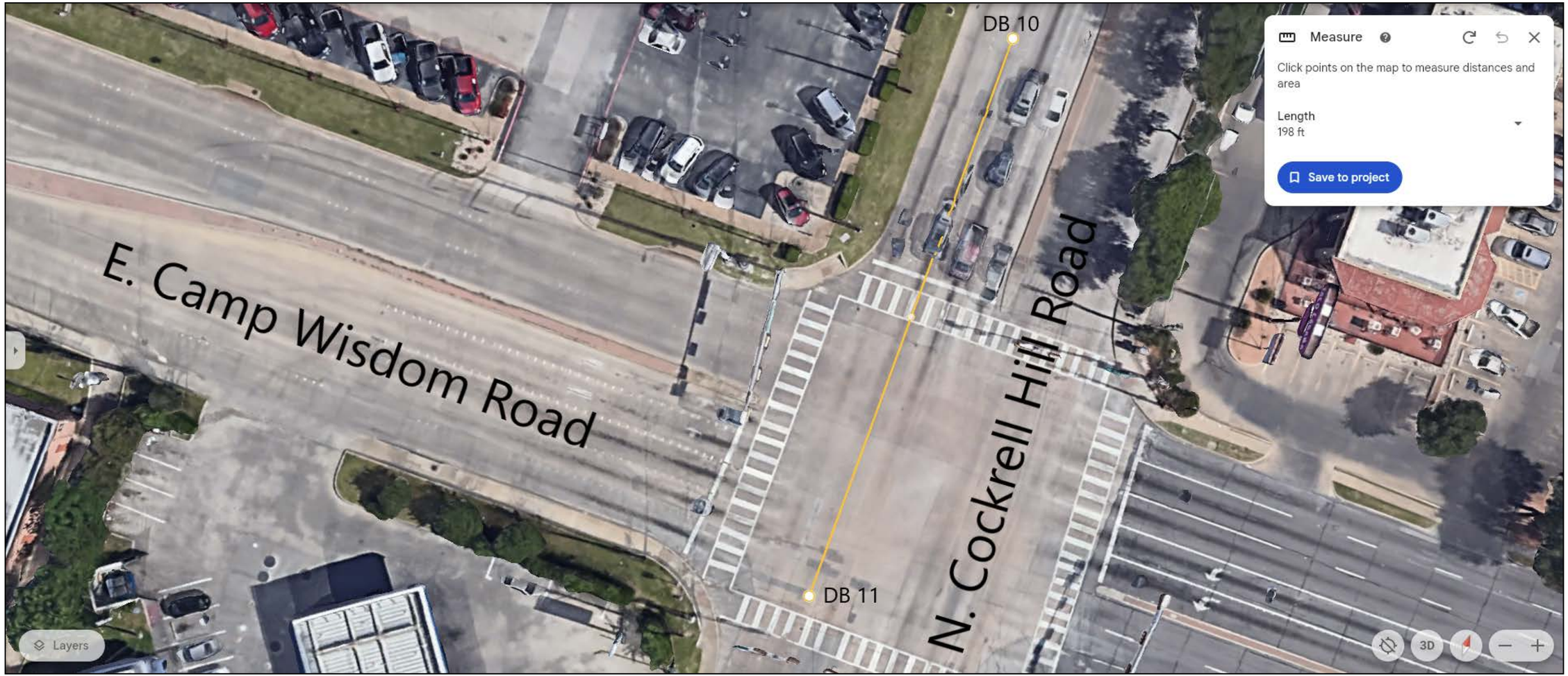
818
1
PROJECT LOCATION
LITTLE BET
CEMETER
WATER
LEGEND
4" OR SMALLER
6" LINE
8" LINE
10" OR 12" LINE
16" OR LARGER
FIRE HYDRANT
WASTE WATER SYSTEM
Greenbriar Addition
City of Duncanville
Public Works Department
01/08/2024
SCALE
NTS
N


DB 10
Measure
Click points on the map to measure distances and area
Length
198 ft
Save to project
E. Camp Wisdom Road
N. Cockrell Hill Road
DB 11
Layers
3D

GENERAL NOTES

GENERAL CONSTRUCTION NOTES:

1. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT TO THE CITY OF DUNCANVILLE PUBLIC WORK UTILITIES DIVISION, A LIST OF ALL MATERIALS TO BE USED FOR APPROVAL. NO WORK SHALL BE UNDERTAKEN PRIOR TO WRITTEN APPROVAL OF THE MATERIAL LIST BY THE PUBLIC WORKS UTILITIES DIVISION.
2. THE ACTUAL LOCATIONS AND ELEVATIONS OF THE EXISTING UTLITIES CRITICAL TO THE DESIGN SHALL BE VERIFIED BY FIELD SURVEY BY THE CONTRACTOR.
3. DITICH DENSITY SHALL 90% OF MAXIMUM DENSITY IN AREAS NOT UNDER PAVEMENT AND 95% OF MAXIMUM DENSITY IN AREAS UNDER PAVEMENT AFTER COMPACTING, AS DETERMINED BY ASTM D698.
4. EMBEDMENT FOR WATER AND SANITARY SEWER SERVICES SHALL BE THE SAME AS THE MAIN LINE.
5. SELECT NATIVE MATERIAL SHALL BE GRAVEL, FINE ROCK CUTTINGS, SAND, SANDY LOAM OR LOAM FREE OF EXCESSIVE CLAY. ROCK CUTTINGS SHALL HAVE NO DIMENSION GREATER THAN TWO (2) INCHES.

WASTEWATER GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY LOCATION OF WASTEWATER MAIN LINES PRIOR TO COMMENCING CONSTRUCTION OF IMPROVEMENTS.
2. ALL MATERIAL AND CONSTRUCTION, UNLESS OTHERWISE NOTED, SHALL CONFORM TO THE CURRENT "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" PUBLISHED BY THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND THE CITY OF DUNCANVILLE WASTEWATER CONSTRUCTION DETAIL SHEETS.
3. ALL MATERIAL SHALL CONFORM THE CITY OF DUNCANVILLE APPROVED MATERIAL LIST.
4. ALL SANITARY SEWER MAIN LINES AND LATERALS SHALL BE P.V.C. PIPE CONFORMIMG TO ASTM D-2241 WITH WALL THICKNESS CONFORMING TO SDR 26, WITH ELASTOMERIC GASKET JOINTS CONFORMING TO ASTM D-3139 IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS, UNLESS OTHERWISE NOTED.
5. THE CONTRACTOR WILL BE REQUIRED TO TEST ALL NEW MANHOLES BY VACUUM TEST AND SPARK TEST MANHOLE COATINGS.
6. ALL MANHOLES SHALL HAVE AN APPLIED MONOLITHIC HIGHBUILD EXPOY COATING INSTALLED FROM THE APPROVED MATERIAL LIST.
7. CONTRACTOR WILL BE REQUIRED TO AIR TEST ALL LINES **(ZERO LEAKAGE SHALL BE PERMITTED)**, EXCEPT FOR WHERE AIR TESTING CANNOT BE PREFORMED, AN INFILTRATION TEST SHALL BE PREFORMED.
8. ALL NEW SANITARY SEWER MAINS SHALL BE CHECKED AFTER INSTALLATION BY A GO-NO-GO MANDREL, WITH CITY INSPECTOR PRESENT.
9. IF THE CITY OF DUNCANVILLE SANITARY SEWER MAIN LINES AND LATERALS ARE WITHIN A PROJECT'S LIMITS OF CONSTRUCTION, VIDEO INSPECTION OF THOSE EXISTING LINES SHALL BE REQUIRED AT THE BEGINNING OF CONSTRUCTION. THE INSPECTION SHALL BE ACCOMPLISHED BY THE CONTRACTOR AND PROVIDED TO THE CITY. ACCESS FOR VIDEO INSPECTION MIGHT BE AT MANHOLES WHICH LIE OUTSIDE THE LIMITS OF CONSTRUCTION.
10. ALL VIDEO INSPECTION WORK IS TO BE PREFORMED WITH CITY INSPECTOR ON SITE. CONTRACTOR SHALL PROVIDE THE CITY INSPECTOR 72 HOUR NOTICE PRIOR TO VIDEO WORK BEGINS.
11. WHEN CONTRACTOR PREFORMS VIDEO INSPECTION OF ANY SANITARY SEWER MAIN AND THERE IS A VERTICAL/HORIZONTAL CONNECTION, THE TRUE DIRECTION OF THE CONNECTION SHALL BE DETEREMINED BY THE CONTRACTOR. THIS SHALL BE ACCOMPLISHED BY DYE TESTING WHILE VIDEO INSPECTION IS BEING PREFORMED OR BY DIGGING UP THE CONNECTION.
12. ALL NEW SANITARY SEWER MAIN LINES AND LATERALS SHALL BE VIDEO INSPECTED, IN COLOR. COPIES OF THE VIDEO INSPECTION SHALL BE PROVIDED TO THE CITY OF DUNCANVILLE PUBLIC WORKS UTLITIES DIVISION.
13. VIDEO INSPECTION SHALL BE PREFORMED BEFOR THE PLACEMENT OF FORMS AND SETTING OF REINFORCEING STEEL FOR PAVING. CONTRACTOR SHALL PROVIDE VIDEO INSPECTION OF ALL/ANY REPAIRS TO EXISTING SANITARY SWER MAINS AND LATERALS DUE TO DAMAGE CAUSED BY THE GENERAL CONTRACTOR OR SUB-CONTRACTORS.
14. A FINAL VIDEO INSPECTION OF ALL CITY OF DUNCANVILLE'S (NEW AND EXISTING) SANITARY SEWER MAINS AND LATERALS SHALL BE REQUIRED AFTER ALL CONSTRUCTION ACTIVITIES ARE COMPLETE. **NO PROJECT WILL BE ACCEPTED WITHOUT THIS INSPECTION**
15. ALL SANITARY SEWER MANHOLES, SERVICE LATERALS AND ACCESS CHAMBERS LOCATED BEHIND CURBS IN THE PUBLIC R.O.W SHALL BE MARKED ON THE CURB BY ETCHING THE CURB:
    a. "MH" FOR MANHOLE
    b. "AC" FOR ACCESS CHAMBER
    c. "S" FOR SEWER LATERAL CLEANOUTS
16. ALL MANHOLES AND CLEANOUT 30 FEET FROM EDGE OF PAVEMNT SHALL HAVE A LOCATOR MARKER, FROM THE APPORVED MATERIAL LIST, INSTALLED.
17. ALL RESIDENTAL SERIVCE LATERALS SHALL BE 4" AND ALL COMMERCIAL SERVCE LATERALS SHALL BE 6" INSTALLED IN MANHOLES. (UNLESS OTHERWISE NOTED).
18. SANITARY SEWER LATERALS SHALL BE A MINIMUM OF FOUR (4) FEET DEEP WITHIN THE PUBLIC R.O.W.
19. ALL CONNECTIONS TO MANHOLES SHALL BE MADE BY CORE ONLY AND A MANHOLE SEAL FROM THE APPROVED MATERIAL LIST. **JACK HAMMERS OR HAMMER DRILLS SHALL NOT BE USED**

WATER GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY LOCATION OF WATER MAIN LINES PRIOR TO COMMENCING CONSTRUCTION OF IMPROVEMENTS.
2. ALL MATERIAL AND CONSTRUCTION, UNLESS OTHERWISE NOTED, SHALL CONFORM TO THE CURRENT "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" PUBLISHED BY THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND THE CITY OF DUNCANVILLE WATER CONSTRUCTION DETAIL SHEETS.
3. ALL MATERIAL SHALL CONFORM THE CITY OF DUNCANVILLE APPROVED MATERIAL LIST.
4. ALL 16" AND LARGER WATER VALVES SHALL HAVE A 4" BYPASS VALVE.
5. ALL FITTINGS SHALL BE MECHANIAL JOINTS WITH ANCHOR GLAND, UNLESS OTHERWISE NOTED.
6. ALL TEES AND CROSSES SHALL BE FLANGE TYPE WITH A FLANGE X MECHANICAL JOINT RESILIENT WEDGE GATE VALVE ON EACH SIDE, UNLESS OTHERWISE NOTED.
7. ALL WATER MAIN LINES SHALL HAVE A MINIMUM COVER OF 48", UNLESS OTHERWISE NOTED.
8. ALL WATER MAIN LINES SHALL BE C-900 DR14 PER THE APPROVED MATERIAL LIST.
9. ALL WATER VALVES SHALL BE RESILENT WEDGE GATES VALES (RWGV), UNLESS OTHERWISE NOTED.
10. A PERMANTLY ATTACHED VALVE STEM EXTENSION SHALL BE REQUIRED FOR ANY VALVE WHERE THE OPERATING NUT IS MORE THAN 48" BELOW THE FINSH GRADE. THIS EXTENSION SHALL BE OF SUFFICENT LENGTH TO ENSURE THAT THE TOP IS WITHIN 4 FEET OF FINISH GRADE.
11. PRIOR TO THE FINAL TIE-IN TO AN EXISTING WATER, THE CONTRACTOR SHALL INSTALL A TEMPORARY WATER SERVICE FOR PRESSURE TESTING, CHLORINATION AND SAMPLING OF NEW WATER MAIN LINES AND SERVICES. INSTALLATION SHALL COMPLY WITH T.C.E.Q. RULES AND REGULATIONS (BACTERIOLOGICAL SAMPLE EVERY 1,000 LINEAR FEET OF WATER MAIN LINE) OR AS APPROVED BY CITY (SUBSIDIARY TO WORK PREFORMED).
12. LOCATION OF WATER MAIN LINES AND HOUSE SERVICES SHALL BE TIED TO A PERMANENT OBJECT OR STRUCTURE IN AS-BUILT DRAWINGS.
13. ALL CONNECTIONS SHALL BE INSTALLED PER SECTION I, DIVISON 500, ITEM 506.6 OF THE N.C.T.C.O.G. STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION.
14. ANY TIME A WATER MAIN LINE IS CUT AND ABANDONED IN PLACE, ALL OPEN ENDS SHALL BE FILLED AT A MINIMUM OF 3 FEET WITH 2000 P.S.I. CONCRETE OR CAPPED WITH APPROPRIATE CAP PER APPROVED MATERIAL LIST.
15. ALL FIRE HYDRANTS SHALL BE INSTALLED WITH CENTER OF BARREL SPACED BEHIND BACK OF PROPOSED CURB AT A MINIMUM OF 5'-6" AND A MAXIMUM DISTANCE OF 8'. ALL FIRE HYDRANT LOCATIONS SHALL BE CLEAR OF PRESENT AND FUTURE SIDE WALKS.
16. ALL FIRE HYDRANTS SHALL BE PAINTED PER STANDARD FIRE HYDRANT DETAIL NOTE 4 ON WATER DETAIL SHEET 2 OF 4.
17. ALL FIRE HYDRANTS SHALL HAVE A BLUE REFLECTIVE TRAFFIC MARKER PLACED IN THE STREET IN FRONT OF FIRE HYDRANT (CITY TO DETERMINE LOCATION).
18. ALL FIRE HYDRANTS SHALL HAVE A 3' WIDE CONCRETE SPLASH PAD AROUND HYDRANT TO BACK OF CURB AT FINISH GRADE UNLESS OTHERWISE NOTED.
19. ALL WATER VALVE STACKS IN NON-PAVED AREAS SHALL HAVE A 24" X 24" CONCRETE PAD AROUND THEM AT FINISH GRADE.
20. CONTRACTOR SHALL FURNISH AND INSTALL APPROPIATE METER BOXES, PER THE APPROVED MATERIAL LIST, FOR ALL WATER SERVICES.
21. WATER METER AND SHUTOFF VALVE SHALL NOT EXCEED 16" IN DEPTH FROM TOP OF METER BOX AND SURROUNDING GRADE.
22. WATER METER AND SHUTOFF VALVE SHALL BE CENTERED, ACCESSABLE, AND FACING STRAIGHT UP INSIDE METER BOX.
23. ALL WATER METER BOXES SHALL BE CENTERED ON THE PROPERTY LINE, UNLESS OTHERWISE NOTED.
24. ALL WATER SERVICES SHALL BE SDR 9 POLY PER THE APPROVED MATERIAL LIST.
25. ALL 1" & 2" WATER SEVICES TAPPING SADDLES SHALL BE EPOXY COATED BOSS WITH DOUBLE STAINLESS STEEL STRAPS AND HAVE I.P. THREAD FROM APPROVED MATERIAL LIST.
26. NO JOINTS IN WATER SERVICES ALLOWED UNDER PAVEMENT OTHER THAN CORPORATION STOP.
27. ALL 4" AND ABOVE TAPPING SLEEVES SHALL BE FULL CIRCLE STAINLESS STEEL WITH STAINLESS STEEL FLANGES AND HARDWARE PER APPRROVED MATERIAL LIST.
28. ALL PRECAST VAULTS FOR LARGE METERS SHALL BE FROM APPROVED MATERIAL LIST.
29. EMBEDMENT, TRENCH BACKFILL, CONCRETE AND ASPHALT MATERIALS AND PLACEMNET METHODS SHALL CONFORM TO N.C.T.C.O.G. SPECIFICATIONS FOR MATERIAL AND CONSTRUCTION METHODS.
30. A HYDROSTATIC TEST SHALL BE PREFORMED ON ALL NEWLY INSTALLED WATER MAINS, WATER SERVICES AND FIRE HYDRANTS, PER SECTION I, DIVISON 500, ITEM 506.5 OF THE N.C.T.C.O.G STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION (SUBSIDIARY TO WORK PERFORMED). **ZERO LEAKAGE SHALL BE PERMITTED.**
31. HYDROSTATIC TESTING SHALL BE COMPLETED AND PASSED PRIOR TO THE PLACMENT OF FORMS AND RIENFORCING STEEL FOR PAVING.
32. BACTERIOLOGICAL TESTING SHALL BE TAKEN WITH CITY'S INSPECTOR PRESENT. WATER SAMPLE SHALL BE TAKEN ON TWO (2) CONSEQUTIVE DAYS FOR EACH SAMPLE LOCATION. ALL WATER SAMPLES SHALL BE TAKEN BY A CITY REPRESENTATIVE TO AN ACCREDITED TESING LAB AFTER THE SAMPLE HAS BEEN TAKEN ON SITE. THE CITY SHALL BEAR THE COST OF THE INITIAL LAB TESTING. IF THE INITIAL BACTERIA TEST FAILS, ALL SUBSEQUENT TESTING SHALL BE AT THE EXPENSE OFN THE CONTRACTOR. UPON RECEIPT OF A BACTERIOLOGICAL PASSING REPORT, IN WRITING, THE CONTRACTOR SHALL REMOVE THE BLEEDER LINES (INCLUDING THE SDR 9 POLY, CORP AND CURB STOPS) AND INSTALL BRASS PLUGS (SUBSIDIARY TO WORK PREFORMED).
33. ALL WATER MANHOLES, SERVICE LINES AND VALVES LOCATED BEHIND A CURB IN THE PUBLIC R.O.W SHALL BE MARKED ON THE CURB BY ETCHING THE CURB:
    a. "IV" FOR ISOLATION VALVE
    b. "HV" FOR HYDRANT VALVE
    c. "FV" FOR FIRE LINE VALVE
    d. "W" FOR WATER METER

    NOTE: THE "V" SHALL ALWAYS ACT AS AN ARROW, AND POINT TO THE VALVE'S LOCATION.

FIRE LINES:

1. ALL FIRE LINES FROM THE WATER MAIN LINE TO 5' OUTSIDE THE BUILDING SHALL BE C-900 DR14 WITH A RESILIENT WEDGE GATE VALVE AT THE WATER MAIN LINE.
2. ALL FIRE LINES SHALL HAVE A BACKFLOW PREVENTER INSTALLED. CITY SHALL DETERMINE DEVICE BASED ON CONDITIONS AND USE.
3. BACKFLOW PREVENTER SHALL NOT BE INSTALLED MORE THAN SIXTY (60) FEET FROM MAIN WATER LINE CONNECTION. IF THIS CONDITION OCCURS OUTSIDE OF THE BUILDING, A VAULT FROM THE APPROVED MATERIAL LIST WILL BE REQURED.
4. BACKFLOW ASSEMBLIES SHALL BE PROVIDED BY THE DEVELOPER.
5. FIRE LINE BACKFLOW ASSEMBLIES SHALL BE TESTED AND CERTIFIED BY A T.C.E.Q. REGISTERED FIRE LINE TESTER.

WATER UTILITIES

BASIC PRODUCT CATEGORY	PRODUCT SUB-CATEGORY	MANUFACTURER	MODEL, TYPE, OR STYLE APPROVED	GOVERNING SPECIFICATION	EXCEPTIONS
Casing Insulators					
CASING SPACER	CASING SPACERS	CASCADE	CCS / CCS-ER	NCTCOG 503.2	SS Adv.155 ONLY
Casing Seal					
CASTING SEAL	CASING SEAL	POWER SEAL	4810		
		CASCADE	CCES		
Curb Stop					
1" CORPORATION STOP	QUICK JOINT	FORD	FB1600-4-Q-NL		
	BALL VALVE	MUELLER	B-25139N	AWWA C800	NO LEAD
2" CORPORATION STOP	QUICK JOINT	FORD	FB1600-7-Q-NL	502.3.3.3.D2D	
	BALL VALVE	MUELLER	B-25035N		
Curb Stop					
1" CURB STOP	QUICK JOINT	FORD	B41-444W-Q-NL		
	BALL VALVE	MUELLER	B-25170	AWWA C800	NO LEAD
2" CURB STOP	QUICK JOINT	FORD	B41-777W-Q-NL	502.3.3.3.D2D	
	BALL VALVE	MUELLER	B-25170		
Ductile Iron Fittings					
Y-Branch	Y-Branch	FORD	*44-274-Q-NL	AWWA C800	3" Main x 1" Branch
		MUELLER	H-13741N	502.3.3.3.D2D	
Tee Fitting	Tee Fitting	FORD	*44-274-Q-NL	AWWA C800	3" x 2" x 1" Side Outlet
		MUELLER	H-15361	502.3.3.3.D2D	
Elbow	Elbow	FORD	44-44-Q-NL	AWWA C800	144-79 (Q-NL) 0°
		MUELLER	H-15510N	502.3.3.3.D2D	
Coupling, Dresser, 12" PIPE OR LESS (CI)					
DRESSER/TRANSITION COUPLING	FOR GRAY & DI TYPE	HYMAX	2 - WIDE RANGE	AWWA C219	
		ROMAC	"ALBO-H"	NCTCOG 561.8.3	
Fittings					
FITTINGS FIELD-BOOSTED	DUCTILE IRON	STAR PIPE		AWWA C110	DOMESTIC FULL-BORED ONLY
		TYLER/UNI-FLANGE			
		SIGMA			
FLANGE/MJ ADAPTERS	DUCTILE IRON	STAR PIPE		AWWA C219 CITY SPECIFICATIONS	DOMEST C ONLY
		TYLER			
		SIGMA			
Manhole Ring & Lid					
MANHOLE RING & LID	COMPOSITE	SI	ODM2200	CITY SPECIFICATIONS	MUST BE LABELED "WATER" W/ CITY LOGO
Pipe Bedding					
POLYETHYLENE	SDR 9	VARIOUS	POLY	AWWA C900	SERVICE
PVC	DR-14		PVC C900	NCTCOG 551.15	MAIN
Pipe Lubricant					
PIPE LUBRICANT		VARIOUS	VARIOUS MODELS	NCTCOG 501.18.4	
Polyethylene Encasement					
POLYWRAP		VPRAP MUST BE LEXPE, 7-MIL-0.004", MANUFACTURED AND LABELED IN ACCORDANCE WITH AWWA C105.			
Service Saddles (Applicable for PVC/CAST IRON or DUCTILE IRON Mains 12 in)					
RETAINER GLANDS	FOR DI PIPE	SMITH-BLAIR	311 GMA-LCN	NCTCOG SPECIFICATIONS	DOMESTIC FITTINGS
		SIGMA	ONE-LOK 5220		
		ROMAC	SOMAGrip		
		FORD	UNIFLANGE 1400		
		TRAA IRON	1190 MEGALUG		
		STAR PIPE	STARGRIP 5000		
	FOR PVC PIPE	SMITH-BLAIR	310 GMA-LCN		
		SIGMA	ONE-LOK 5222		
		ROMAC	SOMAGrip		
		FORD	UNIFLANGE 1401		
		TRAA IRON	DOMESTIC MEGALUG		
		STAR PIPE	STARGRIP 4000		
Service Saddles					
SERVICE SADDLES	EPOXY COATED STAINLESS STEEL DOUBLE STRAP	SMITH-BLAIR	317	AWWA C800 NCTCOG SS1.10.2.1	CC THREADS
		FORD	FS202U		
		MUELLER	DR 2S		
Fire Hydrant Assembly					
FIRE HYDRANT STANDPIPE		ASSURED FLOW	C153		FOR HYDRANT FLOOR ADJUSTMENT
Fire Hydrants					
FIRE HYDRANTS*		Wilkin - clayband	448 (1961) 1150-(DF)	AWWA C502 CITY SPECIFICATIONS 502.4.3.000	**DALLAS SPEC** 1-1/4" Pentagon Operating Nuts (1) 4" (WK) Pumper Nozzle (2) 2.5" NST Hose Nozzles 5-6/4" Main Valve
		Wilkin - clayband	448 (1961) 1152-(DT)		
		Mkm	FH 447 (1961) 804 (AP)		
		Mkm	FH 447 (1961) 806 (SN)		
		FI	WATERMASTER 75 (STD-WP)		
		FI	WATERMASTER 75WD3 (WP)		
*BARREL MUST BE PAINTED ALUMINUM SILVER (PUTNT BRAND or an approved equal), BONNET & NOZZLE CAPS COLOR CODED BY MAIN SIZE.					
* 4" mainlines shall be color-coded OSHA RED using RDW39057 or V2135858 or an approved equal.					
* 6" mainlines shall be color-coded DARK CHERYL using V2017907 or V2135855 or an approved equal.					
* 10" or larger mainlines shall be color coded OSHA BLUE using RDS60507 or V2124858 or an approved equal.					
Gate Valves					
TAPPING SLEEVE	STAINLESS STEEL, W/STAINLESS STEEL FLANGE	SMITH-BLAIR	665	AWWA C800 CDO-322.6.1.17	12" PIPE MAX
		FORD	FAST-WRAP-K		
		MUELLER	H-2505		
*OUTLET FLANGES SHALL BE STAINLESS STEEL, SHALL BE RESTRICTED TO PIPE SIZES 8" AND SMALLER AND SHALL NOT BE USED FOR TAPS GREATER THAN 75% OUT THE MAIN SIZE.					
Valves					
AIR VALVES	A/R RELEASE AND VACUUM CONVERSATION	VAL-MATIC	COMBINATION CLEAR WATER	ANSI & AWWA C512 STANDARD	3"
	STANDARD	CLA-VAL	36 SERIES COMBINATION		3"
BUTTERFLY VALVES	DOUBLE ECCENTRIC	AMERICAN AVK	57&75 D.E	AWWA C504	
		AVI-TEK	DEC1204		
CHECK VALVES		VAL-MATIC	7000 SURGEBUSTER		
GATE VALVES*	RESILIENT WEDGE GATE VALVE	Mueller	2181	C500, C509 DWU RSGV	3.5" - 12"
		Mkm	D500		4" - 16"
		AMERICAN AVK	SERIES 90		3.5" - 16"
		AMERICAN AVK	SERIES 15		18" - 24"
* MUST HAVE 316 SS BOLTS, BOTH RED EPOXY OR BITUMINOUS EXTERIOR COATINGS ARE ALSO ACCEPTABLE					
* AWWA - C515 RWGVs WITH REDUCED WALL THICKNESSES ARE NOT ACCEPTABLE					
* VALVES 24"AND LARGER SHALL BE EQUIPED WITH A BYPASS VALVE					
Valve Covers					
VALVE COVERS	L.O	BASS & HAYS	#SVC-1	NCTCOG 806.4	
		SIGMA	SIEL01LM		
		STAR PIPE	SVCHDTY		
	16" COVER	BASS & HAYS	#SVC-1		
		SIGMA	VB16D1M		
	30" STACK	STAR PIPE	SVCHDTY		
	16" COVERS	BASS & HAYS	#SVC-1		
Water Meter Above/Below Lids					
WATER METER ANN/JAMS LIDS	REPLACEMENT/RETRO-FIT LIDS	DFW PLASTICS	DFWB12C-ARTAMJAF D&A, With LID	DUNCANVILLE SPECIFICATIONS W/ CITY LOGO & LABELED "WATER"	BLUE WATER LID FOR CONCRETE VAULTS
			DFW-TAMJA-RT3660 -With LID		12" MINIMUM DEPTH OF CAST IRON RING
			DFW2SAMVR-AP3BAP 2WAY-LID		24" MINIMUM DEPTH OF CAST IRON RING
Water Meter Vaults					
WATER METER VAULTS	CONCRETE	CARVAJAL		MUST HAVE APPRVIED LIFTING DEVICES	DWU
		CLOUDCAST / PRECAST			3" WATER METERS AND LARGER
		DUNCAN			
		CAST-IN-PLACE			
Water Meter Boxes					
5/8" - 2" Water Meters	PLASTIC	DFW PLASTICS	DFW1730-12-AFTAMJAF	DUNCANVILLE SPECIFICATIONS	LID MUST BE LABELED "WATER" W/ CITY LOGO (BLUE LID)
			DFW1840WBC-12-AFTAMBAF (24" DEEP)		LID MUST BE LABELED "WATER" W/ CITY LOGO (BLUE LID)
1-1/2" - 2" Water Meters	PLASTIC		DFW1842WBC-12S-AFTAMBAF (32" DEEP)		24" DEEP BOX W/ NOTCH/ NOTCH (FOR STACKING SCHED) NON-DWU (NO LID)
			DFW1840WBCNP-14-BODY		
Water Meter Couplings					
WATER METER COUPLINGS	BRASS METER FLANGE	FORD	C3-42--NL	DWU	*FLANGE MUST BE 1/4" THICK MINIMUM
	1-1/2" FLANGE X 2" PIP	MUELLER	H-10197S-HN		
	2" BRASS METER FLANGE	FORD	C931-77-NL		
		MUELLER	H-10197-HN		
	2" METER TAIL	FORD	C38-44-Z-623-YL		NO LEAD-ONLY
		MUELLER	H-10880N		
Water Meter Brass Fittings					
WATER METER BRASS FITTINGS	PIP x COMPRESSION COUPLING	FORD	C84-44-Q-NL	DWU	NO LEAD-ONLY
		MUELLER	H-10451N		
	MIP x COMPRESSION COUPLING	FORD	C84-44-Q-NL		
		MUELLER	H-10428N		
Water Service Markers					
LOCATE MAKET		RHINO PRODUCTS	RSNT72W-B		3.5" x 72" WHITE POST

WASTEWATER UTILITIES

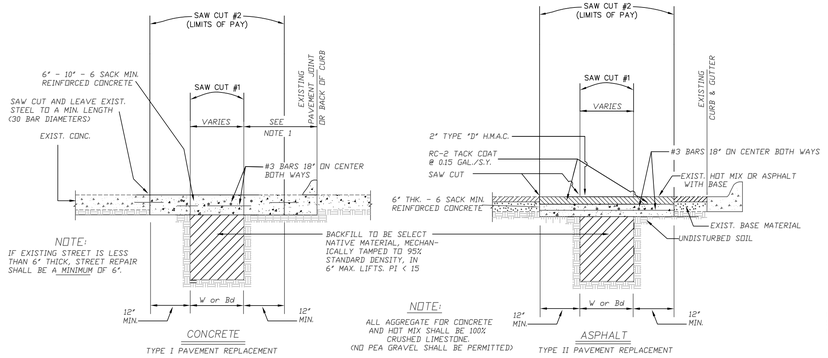
BASIC PRODUCT CATEGORY	MANUFACTURER	MODEL, TYPE, OR STYLE APPROVED	EXISTING SPECIFICATION	NCTCOG	EXCEPTIONS
Green Onsite					
WASTEWATER ACCESS DEVICE	JM EAGLE	WAC 13	N/A	502.2	MINIMUM 15" SIDEWYE
Casing Spacers					
CASING SPACERS	CASCADE	CCS / CCS-ER		501.2.2.1	STAINLESS ONLY
Cleanout					
CLEANOUT LID	BASS & HAYS	SH 404	ONLY USED IF CLEANOUT IS IN CONCRETE	502.2, 808.4.1.2	FS= 100 psi
Cleanout Box					
CLEANOUT BOX	DFW PLASTIC	DFWSBRC-12-AFLNP	N/A	N/A	MUST BE LABELED SEWER (WHITE) LID
Coupling					
RUBBER SLEEVE	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	CLAY OR CONCRETE PIPE ONLY
PVC ADAPTER	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	PVC PIPE ONLY
Grade Adjustment Ring					
GRADE ADJUSTMENT RING	EJ	INFRA-RISER	314864		VARIOUS SIZES
Gravities - Plastic Industrial					
PVC	VARIOUS	ASTM D2241 (SDR 26)	BELL AND SPIGOT- ASTM D3139	ASTM F477 NCTCOG 551.27	FS= 320 psi 4"-15"
HDPE		ASTM F714 (DR 17)	FUSION ASTM F3620	NCTCOG 551.21	FS= 320 psi 4"-8.18"
Service (Flexible)					
SERVICE LINE	VARIOUS	ASTM D2241 (SDR 26)	BELL AND SPIGOT- ASTM D3139		FS= 320 psi 4"-8.18"
SERVICE FITTINGS		ASTM D2241 (SDR 26)	BELL AND SPIGOT- ASTM D3139		
Manholes					
PRECAST	VARIOUS		ASTM C478	501.1.3.1	ALL NEW MANHOLE SHALL BE 30" OPENING MINIMUM.
CAST-IN-PLACE	N/A	TCEQ 217	ACI/C PSI CONCRETE	502.1.4.1.2	
FIBERGLASS	VARIOUS		ASTM 3753	501.1.3.2	END OF LINE ONLY W/ 24" I.D & SNAD
Manhole Corrosion Protection					
EPOXY PROTECT SY/ MANHOLE LINER	SPRAYWALL	SprayShield Green II	MANUFACTURER'S SPECIFICATIONS	502.1	
	SPECTRASHIELD	N/A	MANUFACTURER'S SPECIFICATIONS	502.1	
Manhole Cover					
STANDARD 24" CAST ENCLOSURE W/ CTS CHOICE	BASS & HAYS	100-24 & 400-24	ASTM A48 CLASS 35B, CAST IRON ONLY	806.4.3.2	END OF LINE ACCESS CHAMBER OR FIBERGLASS MANHOLE
	EJ	210-421 (FRAME) 210-421 (COVER)			
MANHOLE RING & LID	EJ	ODM1200	COMPOSITE - MANUFACTURER'S SPECIFICATIONS		MUST BE LABELED "SEWER" W/ CITY LOGO
Manhole Pipe Connectors					
MANHOLE TO PIPE CONNECTORS	A-LOK	A-LOK SERIES	ASTM C923	N/A	PRECAST MANHOLE ONLY
	NPC Kor-N-Seal	KOR-N-SEAL SERIES			
Reinforcement					
MANHOLE INSERT	DOUG MEADOWS	NO FLOW-WATCH W/ANNOLZ DISH/INSERT		ASTM D 1248	
Manhole Locator Markers					
MANHOLE/ACCESS CHAMBER MARKER	RHINO PRODUCTS	NORTFWG (3.5" x 72" WHITE POST)			FOR MH'S OVER 30ft FROM PAVED SURFACES (CITY TO DETERMINE LOCATION)
Tapping Saddles					
TAPPING SADDLES	VARIOUS	VARIOUS	MANUFACTURER'S SPECIFICATIONS	N/A	RYEBURSTING ONLY
Trenchless (Pipe Rehabilitation)					
CURED-IN-PLACE PIPE (CIPP)	INSITUFORM	VARIOUS	ASTM F1216/ASTM 1813	N/A	FOR FIRE REHABILITATION

REVISIONS
Aug. 1 2023
Nov. 30 2023

GENERAL NOTES
WATER & WASTEWATER
APPROVED MATERIAL LIST
CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
1 OF 1



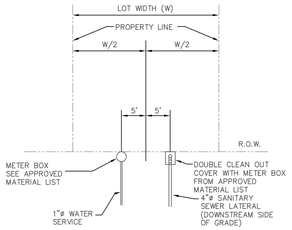
PAVEMENT REPLACEMENT DETAILS

NOT TO SCALE

(FOR ALL STREET CUTS-WATER, SAN.SEWER AND STORM SEWER)

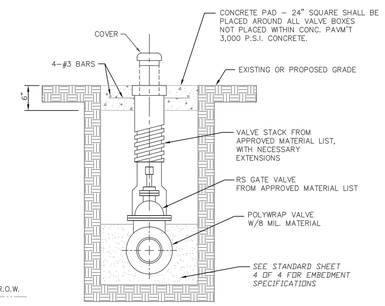
NOTE:

1. IF DISTANCE BETWEEN PAVEMENT REPLACEMENT JOINT & BACK OF CURB OR EXISTING PAVEMENT JOINT IS LESS THAN 3 FOOT, LIMITS OF PAVEMENT SHALL BE TO BACK OF CURB OR EXISTING PAVEMENT JOINT.
2. SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED.
3. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT.
4. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).
5. NO ADDITIONAL PAY FOR PAVEMENT OUTSIDE THE LIMITS OF SAW CUT #2.
6. 10 INCH THICK CONCRETE PAVEMENT REQUIRED FOR ALL THOROUGHFARES AS DEEMED BY THE CITY OF DUNCANVILLE.



SERVICE LOCATION FOR SINGLE FAMILY LOTS

NOT TO SCALE



TYPICAL VALVE SETTING & BOX FOR DEPTHS LESS THAN 4 FOOT

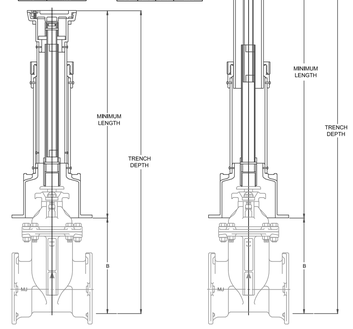
NOT TO SCALE

VALVE SIZE	TRENCH DEPTH AND MODEL NUMBER															
4"	3	4	4.5	5	5.5	6	6	6	7	7	7	7	7	-	-	-
6"	2	3	4	5.5	5	5.5	6	6	6	7	7	7	7	7	7	-
8"	-	2	3.5	4	5	5	6	6	6	6	7	7	7	7	7	-
10"	-	1	2	3.5	4	5	5	6	6	6	7	7	7	7	7	7
12"	-	-	1	3	4.5	5	5	6	6	6	7	7	7	7	7	7
14"	-	-	-	-	-	3	4	5	5	5	6	6	6	7	7	7
16"	-	-	-	-	-	-	3.5	4	5	5	6	6	6	7	7	7

WHERE TWO MODEL NUMBERS ARE SHOWN FOR A GIVEN VALVE/TRENCH COMBINATION, USE THE DIMENSIONS IN THE TABLES BELOW TO SELECT THE BEST FIT.

VALVE SIZE	DIMENSION "B"
4"	9.25
6"	13.00
8"	18.25
10"	23.00
12"	27.00
14"	36.00
16"	41.00

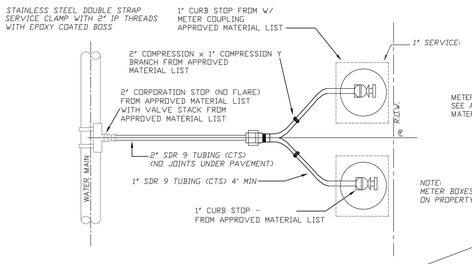
MODEL NUMBER	LENGTH MIN	LENGTH MAX	ASSEMBLY WEIGHT*
# 1	18.25	20.25	15 #
# 2	22.25	28.25	18 #
# 3	24.75	32.50	21 #
# 4	29.75	40.50	25 #
# 5	37.75	56.50	34 #
# 6	49.75	80.50	40 #
# 7	73.75	128.50	98 #



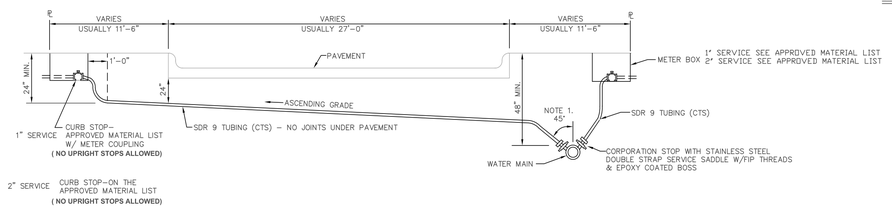
VALVE TRENCH ADAPTER FOR DEPTHS GREATER THAN 4 FOOT

NOT TO SCALE

CITY SHALL DETERMINE LOCATION TO BE USED



BULL HEAD SERVICES



WATER SERVICE DETAIL

NOT TO SCALE

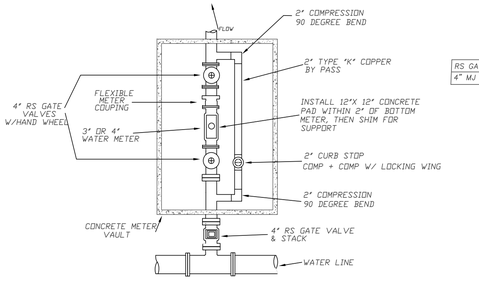
NOTE:

1. FOR 2" AND LARGER SERVICE, CORPORATION STOP SHALL BE INSTALLED HORIZONTALLY SUPPLIED WITH VALVE BOX & COVER. (SEE DETAIL ON SHEET 4 OF 4)
2. NO CONNECTIONS ALLOWED UNDER PAVEMENT, (OTHER THAN CORP STOP).
3. NO 90° BENDS ALLOWED ON ANY WATER SERVICES.
4. NO UPRIGHT STOPS ALLOWED ON ANY WATER SERVICES

NOTE: PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT TO THE PUBLIC WORKS DEPT. A LISTING OF ALL MATERIALS TO BE USED. NO WORK SHALL BE UNDERTAKEN PRIOR TO WRITTEN APPROVAL OF THE MATERIAL LIST BY THE CITY PUBLIC WORKS DEPT.

STANDARD HOUSE SERVICE

1. 1" SDR 9 TUBING (CTS).
2. STAINLESS STEEL DOUBLE STRAP W EXPOXY COATED BOSS SERVICE CLAMP C/ FIP THREADS
3. 1" CORPORATION STOP FROM APPROVE MATERIAL LIST
4. 1" CURB STOP FROM APPROVED MATERIAL LIST
5. METER BOX FROM APPROVED MATERIAL LIST
6. NO CONNECTION UNDER PAVEMENT (OTHER THAN CORP STOP CONNECTION

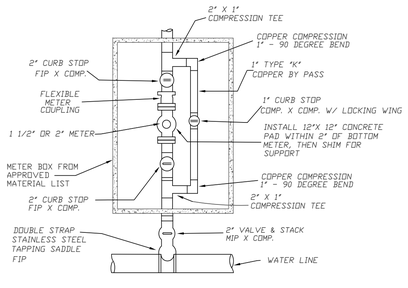


RS GATE TAPPING VALVES
4" MJ X FLANGE

NOTE: SEE APPROVED MATERIAL LIST

3" OR 4" TYPICAL METER BYPASS

NOT TO SCALE



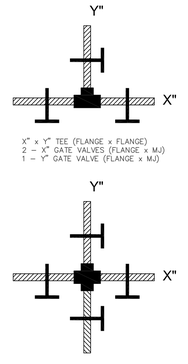
NOTE: SEE APPROVED MATERIAL LIST

1 1/2" OR 2" TYPICAL METER BYPASS

NOT TO SCALE

COMMERCIAL APPLICATIONS

	DUCTILE IRON PIPE	PVC PIPE
1" SERVICE	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS CORP STOP FROM APPROVED MATERIAL LIST	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS CORP STOP FROM APPROVED MATERIAL LIST
1 1/2" - 2" SERVICE VALVE STACK REQUIRED OVER CORP STOPS	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS FROM APPROVED MATERIAL LIST	STAINLESS STEEL DOUBLE STRAP WITH EPOXY COATED BOSS SERVICE CLAMP WITH FIP THREADS FROM APPROVED MATERIAL LIST



MAIN LINE ISOLATION DETAIL

NOT TO SCALE

REVISIONS
Aug. 1 2023
Dec. 1 2023

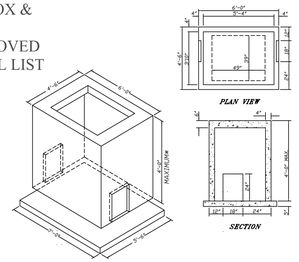
WATER DETAIL SHEET 1

CITY OF DUNCANVILLE

Duncanville City of Champions

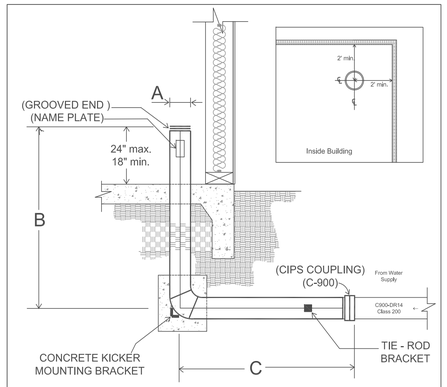
SHEET 1 OF 4

METER BOX &
VAULTS
SEE APPROVED
MATERIAL LIST



FIRE LINE & 3" – 4" METER VAULT DETAIL

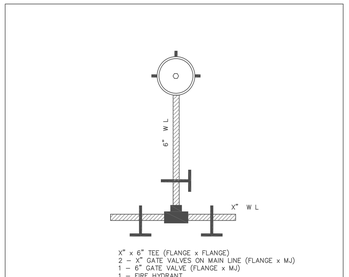
NOT TO SCALE



DIMENSIONS				
SIZE	A	B	C	WEIGHT
6"	6 5/8" OD	6'	6'	98 LBS
8"	8 5/8" OD	6'	6'	129 LBS
10"	10 3/4" OD	6'	6'	202 LBS

" IN-BUILDING RISER "

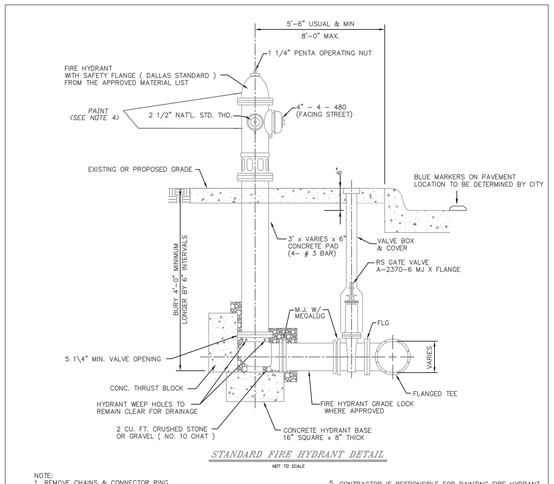
LEAD FREE
AMES or Approved Equal
Not to Scale



X" x 6" TEE (FLANGE x FLANGE)
2 – X" GATE VALVES ON MAIN LINE (FLANGE x MJ)
1 – 6" GATE VALVE (FLANGE x MJ)
1 – FIRE HYDRANT

FIRE HYDRANT ISOLATION DETAIL
FOR ALL FIRE HYDRANTS

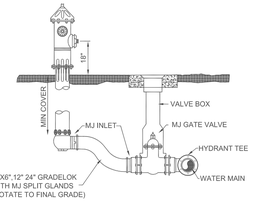
NOT TO SCALE



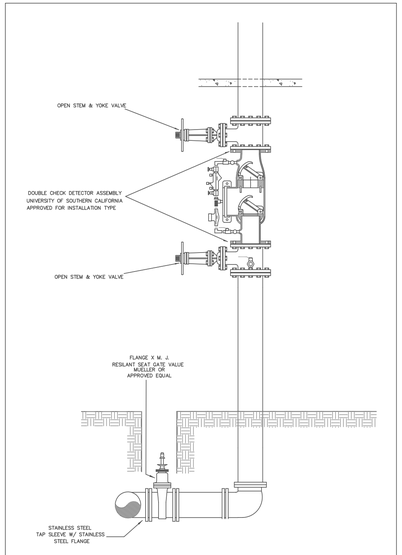
STANDARD FIRE HYDRANT DETAIL

NOT TO SCALE

NOTE:
1. REMOVE CHAINS & CONNECTOR RING FROM FIRE HYDRANT
2. IF FIRE HYDRANT IS IN CONCRETE, BOTTOM FLANGE AND NUTS SHALL BE CLEAR OF CONCRETE.
3. ALL MJ FITTINGS TO BE RETAINER GLANDS
4. CONCRETE SLAB TO CURB = 3' WIDE MIN. MAYBE REQUIRED TO ENCOMPASS VALVE/S
5. CONTRACTOR IS RESPONSIBLE FOR PAINTING FIRE HYDRANT (BARREL, BONNET & CAPS). HYDRANT BARREL ALUMINUM SILVER (FLINT BRAND), BONNET & NOZZLES CAPS COLOR CODED BY WATER MAIN SIZE : SEE GENERAL NOTES FOR APPROVED MATERIAL LIST



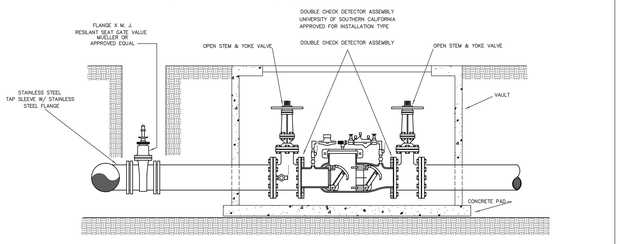
FIRE HYDRANT & GATE VALVE WITH GRADELOK



VERTICAL
DOUBLE CHECK DETECTOR ASSEMBLY DETAIL

NOT TO SCALE

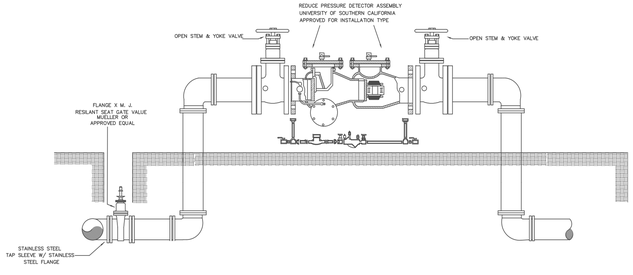
REQUIRED FOR CLASS 1, 2, 3, FIRE SPRINKLERS SYSTEMS



HORIZONTAL
DOUBLE CHECK DETECTOR ASSEMBLY DETAIL

NOT TO SCALE

REQUIRED FOR CLASS 4, 5, 6, FIRE SPRINKLERS SYSTEMS
OR MULTISTORY BUILDINGS, (3 STORY OR GREATER)
REQUIRED FOR DOMESTIC WATER SYSTEMS FOR MULTISTORY BUILDINGS (3 STORY OR GREATER)
OR DOMESTIC / IRRIGATION SYSTEMS WITH PUMPS OR CHEMICAL INJECTIONS



REDUCE PRESSURE DETECTOR ASSEMBLY

NOT TO SCALE

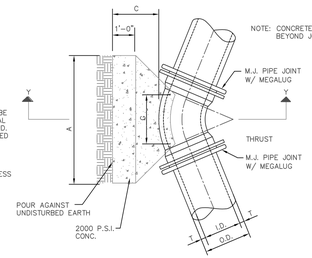
Duncanville
City of Champions

SHEET
2 OF 4

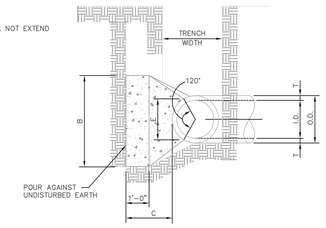
HORIZONTAL BENDS

I.D. (in.)	T in.	C 11.25° ft.	C 22.50° ft.	E ft	I.D. (in.)	△=11.25° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)	△=22.50° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)	△=30° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)	△=45° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)	△=67.50° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)
4,6,8	0.4	1.5	1.5	0.9	4,6,8	0.4	1.0	1.0	1.5	0.1	1.0	1.0	0.1	4,6,8	0.8	2.0	1.5	1.5	0.1	1.0	1.5	0.1	4,6,8	1.0	2.8	2.0	1.5	0.2	1.0	1.5	0.1	4,6,8	1.5	3.9	2.0	2.0	0.2	1.5	1.5	0.1	4,6,8	2.1	5.6	3.0	2.0	0.3	2.0	1.5	0.2	4,6,8
10,12	0.5	1.5	1.5	1.2	10,12	0.8	2.2	1.5	1.5	0.1	1.0	1.5	0.1	10,12	1.5	5.9	2.5	2.5	0.3	1.5	1.5	0.1	10,12	2.2	8.7	3.5	2.5	0.5	2.0	2.5	0.2	10,12	3.2	12.6	5.5	2.5	0.8	3.5	2.0	0.4	10,12	4.1	17.6	5.5	2.5	1.0	4.5	2.0	0.5	10,12
16,18	0.6	1.5	1.5	1.6	16,18	0.8	5.0	2.0	2.5	0.3	1.5	2.0	0.2	16,18	1.6	9.8	3.0	3.5	0.6	2.0	2.5	0.3	16,18	2.2	13.2	3.5	4.0	0.8	2.5	3.0	0.4	16,18	3.2	19.5	4.5	4.5	1.2	3.0	3.5	0.6	16,18	4.7	28.3	7.5	4.0	1.9	5.0	3.0	0.9	16,18
20	0.7	1.5	1.5	1.8	20	0.9	6.2	2.0	3.5	0.4	1.5	3.0	0.3	20	1.8	12.3	3.5	3.5	0.7	2.0	3.5	0.4	20	2.4	16.3	4.5	4.0	1.0	3.0	3.5	0.5	20	3.6	24.1	5.5	4.5	1.5	3.5	4.5	0.7	20	5.2	34.9	9.0	4.0	2.3	6.5	4.5	1.2	20
24	0.9	1.5	1.5	2.1	24	1.1	8.9	3.0	3.0	0.5	1.5	3.0	0.3	24	2.2	17.7	4.0	4.5	1.0	3.0	3.0	0.5	24	2.9	23.4	6.0	4.0	1.4	3.5	3.5	0.7	24	4.3	34.6	8.0	4.5	2.1	4.5	4.0	1.1	24	6.2	50.1	11.5	4.5	3.3	8.5	4.0	1.6	24
30	2.9	1.5	1.9	2.6	30	1.4	10.4	3.0	3.5	0.6	2.0	3.5	0.4	30	2.7	20.7	5.0	4.5	1.3	3.0	4.0	0.8	30	3.6	27.5	7.5	5.0	1.9	4.5	4.5	0.9	30	5.4	40.6	8.5	5.0	2.9	5.5	4.5	1.6	30	7.8	58.9	12.0	5.0	4.8	7.5	4.0	2.2	30
36	4.5	1.5	2.3	3.3	36	1.7	15.0	3.5	4.5	0.9	2.0	4.0	0.5	36	3.3	29.8	5.5	5.5	2.3	4.0	4.0	1.3	36	4.4	39.5	7.0	6.0	3.4	4.5	4.5	1.6	36	6.5	58.5	10.0	6.0	5.3	6.5	4.5	2.6	36	9.4	84.9	14.5	6.0	8.2	9.5	4.5	3.8	36
42	5.0	1.8	2.6	3.8	42	1.9	20.4	4.0	5.0	1.5	2.5	5.0	0.8	42	3.8	40.6	7.0	6.0	3.9	4.5	5.0	2.1	42	5.1	53.8	8.0	7.0	5.1	5.5	5.0	2.5	42	7.5	79.6	11.5	7.0	8.1	8.0	5.0	4.2	42	10.9	115.5	17.0	7.0	12.8	11.0	5.5	6.3	42
48	5.5	2.0	3.0	4.3	48	2.2	26.6	4.5	6.0	2.0	2.5	6.0	1.1	48	4.4	52.9	8.0	7.0	5.7	4.5	6.0	2.8	48	5.8	70.3	9.0	8.0	7.4	6.0	6.0	3.7	48	8.6	104.0	13.0	8.0	11.9	9.0	6.0	6.3	48	12.5	150.9	19.0	8.0	18.4	13.0	6.0	9.2	48
54	6.0	2.3	3.4	4.8	54	2.5	33.7	6.0	6.0	3.0	3.0	6.0	1.4	54	4.9	67.0	9.0	8.0	8.0	6.0	6.0	4.1	54	6.5	89.0	10.0	9.0	10.3	7.0	6.5	5.1	54	9.7	131.9	15.0	9.0	17.1	10.5	6.5	8.9	54	14.0	191.0	21.5	9.0	26.0	15.0	6.5	12.9	54
60	6.5	2.5	3.8	5.3	60	2.7	41.6	6.0	7.0	3.8	3.0	7.0	1.8	60	5.5	82.7	9.5	9.0	10.6	6.0	7.0	5.3	60	7.3	110.0	11.0	10.0	13.9	7.5	7.5	7.3	60	10.7	162.4	16.5	10.0	23.1	11.0	7.5	12.0	60	15.4	235.8	24.0	10.0	35.6	16.0	7.5	17.6	60
66	6.8	2.8	4.1	5.7	66	3.0	50.3	6.5	8.0	5.1	3.5	8.0	2.7	66	6.0	100.1	10.5	10.0	14.1	6.5	8.0	7.2	66	8.0	132.9	12.5	11.0	18.9	8.5	8.0	9.6	66	11.8	196.5	18.0	11.0	30.1	12.0	8.5	15.7	66	17.1	285.3	26.0	11.0	46.0	18.0	8.0	23.0	66
72	7.5	3.0	4.5	6.3	72	3.3	59.9	7.5	8.0	6.3	4.0	8.0	3.3	72	6.6	119.1	11.0	11.0	17.6	7.5	8.0	9.1	72	8.7	158.2	13.5	12.0	24.0	9.0	9.0	12.3	72	12.9	233.9	19.5	12.0	38.6	14.0	8.5	20.7	72	18.7	339.5	28.5	12.0	57.8	19.0	9.0	28.4	72
78	7.5	3.5	4.9	6.7	78	3.6	70.2	8.0	9.0	8.1	4.0	9.0	3.9	78	7.1	139.8	12.0	12.0	22.5	8.0	9.0	11.7	78	9.4	185.6	14.5	13.0	30.0	10.0	9.5	15.6	78	13.9	274.5	21.5	13.0	49.8	14.5	9.5	25.9	78	20.2	398.5	31.0	13.0	75.7	21.0	9.5	37.4	78
84	8.0	3.5	5.3	7.2	84	3.8	81.5	8.5	10.0	10.3	4.5	10.0	5.3	84	7.6	162.1	13.0	12.5	27.2	8.5	10.0	14.8	84	10.1	215.3	15.5	14.0	37.1	10.5	10.5	19.5	84	15.0	318.4	23.0	14.0	61.2	15.5	10.5	32.6	84	21.8	462.1	33.5	14.0	93.7	22.0	10.5	46.5	84
90	8.5	3.8	5.6	7.7	90	4.1	93.5	9.5	10.0	12.7	5.0	10.0	6.3	90	8.2	186.1	14.0	13.5	33.7	9.5	10.0	17.7	90	10.9	247.1	16.5	15.0	45.0	11.5	11.0	23.9	90	16.1	365.5	24.5	15.0	74.5	17.5	10.5	39.6	90	23.3	530.5	35.5	15.0	114.4	24.5	11.0	58.2	90
96	9.0	4.0	6.0	8.2	96	4.4	106.4	10.0	11.0	15.0	5.0	11.0	7.4	96	8.7	211.7	15.0	14.5	41.2	10.0	11.0	21.8	96	11.6	281.2	18.0	16.0	55.0	12.5	11.5	28.9	96	17.1	415.8	26.0	18.0	89.5	18.5	11.5	48.5	96	24.9	603.6	38.0	18.0	138.9	25.5	12.0	70.0	96

I.D. (in.)	△=90° G ft.	Thrust tons	EARTH A ft.	EARTH B ft.	EARTH Volume c.y.	ROCK A ft.	ROCK B ft.	ROCK Volume c.y.	I.D. (in.)
4,6,8	2.7	7.1	5.0	1.5	0.4	2.0	2.0	0.2	4,6,8
10,12	4.0	18.0	6.5	2.5	1.0	4.5	2.5	0.5	10,12
16,18	6.0	36.0	9.0	4.0	2.4	4.5	4.0	1.0	16,18
20	6.6	44.4	10.0	4.5	3.1	6.0	4.0	1.5	20
24	7.9	64.0	14.5	4.5	5.0	8.0	4.0	2.1	24
30	9.9	75.0	15.0	5.0	6.7	10.0	4.0	3.3	30
36	11.9	108.0	18.0	6.0	11.4	12.0	4.5	5.3	36
42	13.9	147.0	21.0	7.0	17.8	14.0	5.5	8.7	42
48	15.9	192.0	24.0	8.0	26.2	16.0	6.0	12.4	48
54	17.9	243.0	27.0	9.0	36.9	18.0	7.0	18.1	54
60	19.9	299.8	30.0	10.0	50.3	20.0	7.5	24.8	60
66	21.8	362.8	33.0	11.0	66.2	22.0	8.5	32.5	66
72	23.8	431.8	36.0	12.0	85.6	24.0	9.0	41.0	72
78	25.7	506.7	39.0	13.0	108.2	26.0	10.0	53.2	78
84	27.7	587.7	42.0	14.0	134.4	28.0	10.5	64.8	84
90	29.0	674.6	45.0	15.0	164.9	30.0	11.5	81.2	90
96	31.8	767.5	48.0	16.0	199.0	32.0	12.0	95.1	96



PLAN

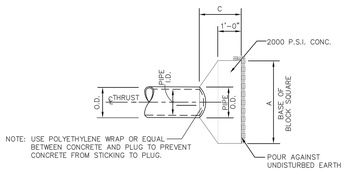


SECTION Y–Y

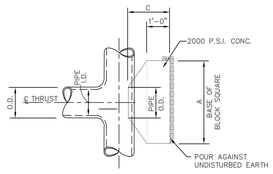
GENERAL NOTES

1. ALL CALCULATIONS ARE BASED ON INTERNAL PRESSURE OF 200 P.S.I. FOR 24" I.D. PIPE AND SMALLER AND 150 P.S.I. ON 30" I.D. AND LARGER.
2. VOLUMES OF VERTICAL BEND THRUST BLOCKS ARE NET VOLUMES OF CONCRETE TO BE FURNISHED. THE CORRESPONDING WEIGHT OF THE CONCRETE (4000 LB/C.Y.) IS EQUAL TO OR GREATER THAN THE VERTICAL COMPONENT OF THRUST ON THE VERTICAL BEND.
3. ALL BEARING SURFACES OF THRUST BLOCKS SHALL BE POURED AGAINST UNDISTURBED EARTH OR ROCK.
4. WALL THICKNESS (T) ASSUMED HERE FOR ESTIMATING PURPOSES ONLY.
5. CONCRETE FOR BLOCKING SHALL BE 2000 P.S.I. CONCRETE.
6. DIMENSIONS MAY BE VARIED AS REQUIRED BY FIELD CONDITIONS WHERE AND AS DIRECTED BY THE ENGINEER. THE VOLUME OF CONCRETE BLOCKING SHALL NOT BE LESS THAN SHOWN HERE.

TYPICAL HORIZONTAL THRUST BLOCK



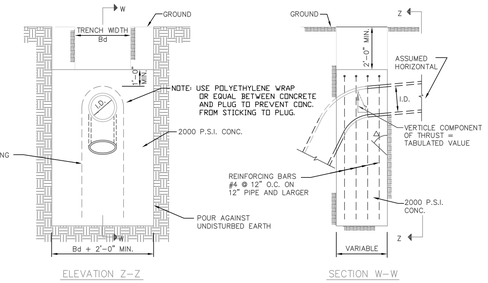
PLAN OF PLUG THRUST BLOCK



PLAN OF TEE THRUST BLOCK

TEES & PLUGS

I.D. (IN)	THRUST TONS	C FT.	EARTH A FT.	EARTH VOLUME C.Y.	ROCK A FT.	ROCK VOLUME C.Y.	I.D. (IN)
4,6,8	5.1	1.5	2.5	0.3	2.0	0.2	4,6,8
10,12	11.3	1.5	3.5	0.6	2.5	0.3	10,12
16,18	25.5	2.0	5.5	1.6	4.0	0.9	16,18
20	31.5	2.0	6.0	1.9	4.0	0.9	20
24	45.2	2.5	7.0	3.1	5.0	1.7	24
30	53.0	3.0	7.5	4.1	5.5	2.4	30
36	76.3	4.0	9.0	7.3	6.5	4.2	36
42	104.0	4.5	10.5	11.0	7.5	6.2	42
48	136.0	5.0	12.0	15.6	8.5	8.7	48
54	172.0	5.5	13.5	21.4	9.5	11.9	54
60	212.0	6.0	15.0	28.4	10.5	15.7	60
66	257.0	6.5	16.6	36.8	11.5	20.5	66
72	305.0	7.5	17.5	47.2	12.5	27.2	72
78	358.0	8.0	19.0	58.9	13.5	33.7	78
84	416.0	8.5	20.5	72.3	14.5	41.2	84
90	477.0	9.0	22.0	87.7	15.5	49.7	90
96	543.0	9.5	23.5	104.8	16.5	61.0	96



ELEVATION Z–Z

SECTION W–W

TYPICAL VERTICAL BEND THRUST BLOCK

VERTICAL BENDS

△–▷	11.25°		22.50°		30°		45°		67.50°		90°		◁–△
I.D. (in.)	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	Thrust tons	Volume c.y.	I.D. (in.)
4,6,8	1.0	0.5	2.0	1.0	2.5	1.3	3.6	1.8	4.6	2.3	5.0	2.5	4,6,8
10,12	2.2	1.1	4.3	2.2	5.7	2.8	8.0	4.0	10.5	5.2	11.3	5.7	10,12
16,18	5.0	2.5	9.7	4.9	12.7	6.4	18.0	9.0	23.5	11.8	25.5	12.7	16,18
20	6.1	3.1	12.0	6.0	15.7	7.9	22.2	11.1	29.2	14.5	31.4	15.7	20
24	8.2	4.4	17.3	8.7	22.4	11.3	32.5	16.0	41.8	20.9	45.5	22.6	24
30	10.5	5.2	20.3	10.1	26.5	13.3	37.9	18.8	49.8	24.5	53.1	26.5	30
36	14.9	9.6	29.2	14.6	38.2	19.1	54.0	27.3	72.4	36.3	76.4	38.2	36
42	20.3	16.1	39.8	19.9	52.0	26.0	73.6	36.7	96.9	48.6	104.0	52.0	42
48	26.5	19.2	52.0	26.0	67.9	33.9	96.0	48.0	126.0	63.2	136.0	67.9	48
54	33.5	16.8	65.7	32.7	85.9	42.9	122.0	60.7	159.0	79.7	171.0	85.3	54
60	41.4	24.8	81.2	40.6	106.0	53.0	150.0	75.0	196.0	98.5	212.0	106.0	60
66	50.1	33.0	98.2	49.1	128.0	64.2	182.0	90.7	237.0	119.0	257.0	128.0	66
72	59.6	43.8	117.0	58.4	153.0	76.2	216.0	108.0	282.0	141.0	305.0	153.0	72
78	69.9	56.0	137.0	68.6	179.0	90.0	254.0	127.0	331.0	166.0	358.0	179.0	78
84	81.1	70.5	159.0	79.5	208.0	104.0	294.0	147.0	384.0	192.0	416.0	208.0	84
90	93.1	86.5	183.0	91.3	239.0	119.5	337.0	169.0	441.0	221.0	477.0	239.0	90
96	106.0	53.0	208.0	104.0	272.0	136.0	384.0	192.0	502.0	251.0	543.0	272.0	96

REVISIONS
Aug. 1 2023

WATER DETAIL SHEET 3
CITY OF DUNCANVILLE

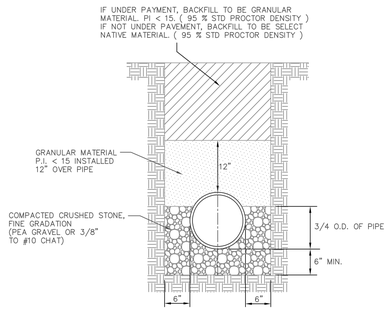
Duncanville
City of Champions

SHEET 3 OF 4

EMBEDMENT FOR WATER MAINS

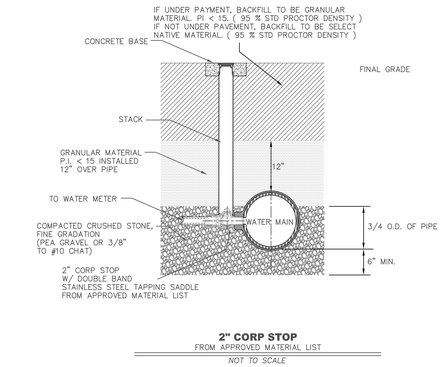
TABLE OF TRENCH WIDTHS

SIZE OF PIPE IN INCHES DIA.	KIND OF PIPE	EXTERNAL DIAMETER IN INCHES Bc	TRENCH WIDTH Bd IN INCHES
6"	P.V.C. Water Pipe	6.90	24
8"	P.V.C. Water Pipe	9.05	25
10"	P.V.C. Water Pipe	11.10	27
12"	P.V.C. Water Pipe	13.20	29
16"	Ductile or C.I. Water Pipe	17.40	33
16"	Prestressed Conc. Lined Cyl. Pipe	21.00	37
16"	Pretensioned Conc. Lined Cyl. Pipe	20.50	37
18"	Ductile or C.I. Water Pipe	19.50	36
18"	Prestressed Conc. Lined Cyl. Pipe	23.50	40
18"	Pretensioned Conc. Lined Cyl. Pipe	23.00	39
20"	Ductile or C.I. Water Pipe	21.60	38
20"	Prestressed Conc. Lined Cyl. Pipe	25.50	42
20"	Pretensioned Conc. Lined Cyl. Pipe	25.00	42
24"	Ductile or C.I. Water Pipe	25.80	42
24"	Prestressed Conc. Lined Cyl. Pipe	30.00	46
24"	Pretensioned Conc. Lined Cyl. Pipe	29.00	45
30"	Ductile or C.I. Water Pipe	32.00	48
30"	Prestressed Conc. Lined Cyl. Pipe	37.00	61
30"	Pretensioned Conc. Lined Cyl. Pipe	35.00	59
36"	Ductile or C.I. Water Pipe	38.30	62
36"	Prestressed Conc. Lined Cyl. Pipe	43.50	68



WATER MAIN EMBEDMENT DETAIL

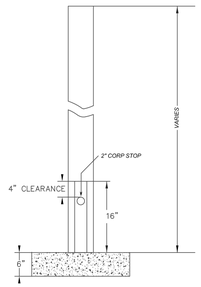
NOT TO SCALE



2" CORP STOP

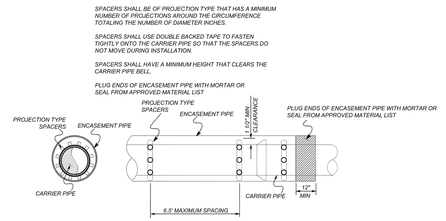
FROM APPROVED MATERIAL LIST

NOT TO SCALE



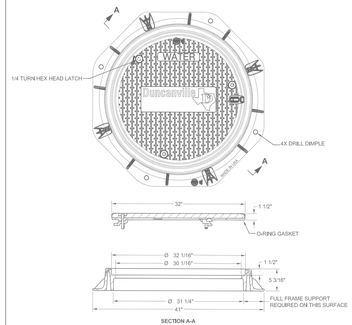
VALVE STACKFOR 2" SERVICE

NOTE:
POLY WRAP AROUND OUTSIDE OF VALVE STACK TO PREVENT EMBEDMENT ENTERING THE VALVE STACK.



WATER MAIN BORE DETAIL

CARRIER PIPE THRU ENCASEMENT PIPE INSTALLATION DETAIL
SCALE: NONE



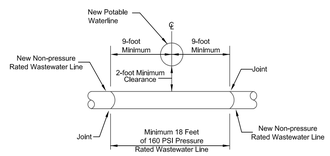
WATER MANHOLE LARGE VALVE LID

SEE APPROVED MATERIAL LIST

ALL WATER LINES AND WASTEWATER CROSSINGS SHALL CONFORM TO T.C.E.Q. CHAPTER 290 REGULATIONS

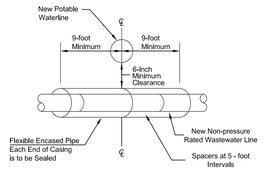
ALTERNATIVE A:

PRESSURE RATED WASTEWATER PIPE



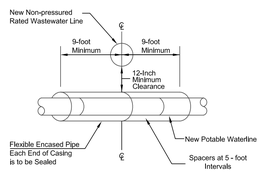
ALTERNATIVE B:

ENCASED WASTEWATER LINE

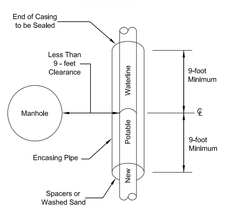


ALTERNATIVE C:

ENCASED NEW POTABLE WATERLINE LOCATED UNDER A NEW NON-PRESSURED RATED WASTEWATER LINE



MANHOLE CLEARANCE

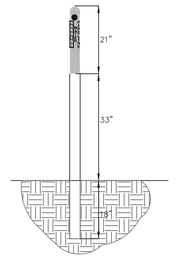


ENCASING PIPE

- 150 PSI Pressure Class Pipe
- Minimum 18 Feet Long
- Casing Pipe Diameter To Be Determined For Each Project As Shown on Construction Plans
- Space around Carrier Pipe shall be Supported at Five (5) Foot (or less) Intervals with Spacers.
- Centered on Crossing
- Both Ends Sealed with Cement Grout or a Manufactured Water Tight Seal.

- Minimum casing Pipe Stiffness of 115 PSI at 5% Deflection
- Casing Pipe Diameter To Be Determined For Each Project As Shown on Construction Plans
- The Space around the Carrier Pipe shall be Supported at Five (5) Foot (or less) Intervals with Spacers.
- Each End of Casing is to be Sealed with Water Tight Non-Shrink Grout or Manufactured Water Tight Seal.

- Same Encasement Criteria as " Alternate B" or
- New Waterline (Without Casing) to be Constructed of PVC, C-900 (DR-14), Ductile Iron with Mechanical Joint or Steel Pipe with Welded Joints.
- Both Waterline and Wastewater Line must Pass a Pressure and Leakage test as Specified in These Standards.



WATER LOCATE MARKER

NOTE:
1. SEE APPROVED MATERIAL LIST FOR PART NUMBER AND MANUFACTURE
2. CITY SHALL DETERMINE LOCATIONS

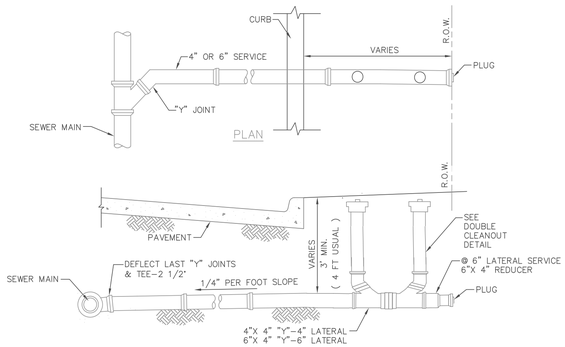
REVISIONS
Aug. 1 2023

WATER DETAIL SHEET 4

CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
4 OF 4



ELEVATION

TYPICAL SEWER SERVICE

NOTE:

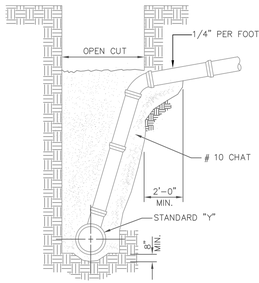
CONTRACTOR TO SUPPLY LOCATION ON AS BUILT

ALL LATERALS SHALL BE INSTALLED AT 1/4" PER FOOT SLOPE PER "TYPICAL SEWER SERVICE" DETAIL.

ALL CONSTRUCTION BIDS ON CITY PROJECTS SHALL BE BASED ON "TYPICAL SEWER SERVICE" DETAILS.

ALL SEWER LATERALS SHALL BE SDR26 HEAVY WALL P.V.C. PIPE UNLESS OTHER WISE NOTED.

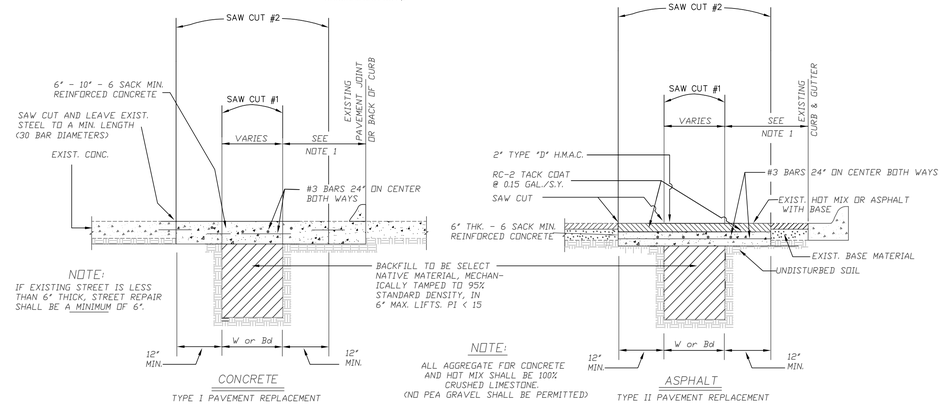
TABLE OF QUANTITIES OF CONCRETE AND GRAVEL IN CUBIC YARDS PER 100 LINEAR FEET						
PIPE DIAMETER IN INCHES	PIPE MATERIAL	OUTSIDE DIAMETER "O.D."	TRENCH WIDTH IN INCHES "B"	CRUSHED STONE		CONCRETE BACKFILL
				IN EARTH	IN ROCK	
8	PVC	8.4	25	4.7	4.7	10.10
12	PVC	12.5	29	6.5	6.5	13.30
15	PVC	15.3	31	7.9	7.9	15.60



STACKED DEEP CUT

STACKED DEEP CUT LATERALS SHALL NOT BE INSTALLED WITHOUT VERIFICATION OF FLOW LINE ELEVATIONS FOR EACH LOT AND WRITTEN APPROVAL FROM THE CITY.

SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).



PAVEMENT REPLACEMENT DETAILS

NOT TO SCALE

(FOR ALL STREET CUTS-WATER, SAN.SEWER AND STORM SEWER)

NOTE:

1. IF DISTANCE BETWEEN PAVEMENT REPLACEMENT JOINT & BACK OF CURB OR EXISTING PAVEMENT JOINT IS LESS THAN 3 FOOT, LIMITS OF PAVEMENT SHALL BE TO BACK OF CURB OR EXISTING PAVEMENT JOINT.
2. SAW CUT # 1 TO BE MADE PRIOR TO INSTALLATION OF PIPE; SAW CUT # 2 TO BE MADE AFTER PIPE INSTALLATION, TESTING & TRENCH BACK FILL COMPLETED & APPROVED.
3. PAVEMENT CUTS ARE TO BE FULL DEPTH & PARALLEL WITH PROJECT ALIGNMENT. CUTS ARE TO BE MADE WITH POWER DRIVEN WALK-BEHIND SAW, MANUFACTURED FOR PURPOSE OF SAWING PAVEMENT.
4. EDGES OF PAVEMENT WHICH ARE DAMAGE SUBSEQUENT TO SAW CUT # 2 SHALL AGAIN BE SAW CUT TO NEAT STRAIGHT LINES TO REMOVE DAMAGE (SUCH SAW CUTS LINES SHALL BE PARALLEL TO ORIGINAL SAW CUT).
5. NO ADDITIONAL PAY FOR PAVEMENT OUTSIDE THE LIMITS OF SAW CUT #2.
6. 10 INCH THICK CONCRETE PAVEMENT REQUIRED FOR ALL THOROUGHFARES AS DEEMED BY THE CITY OF DUNCANVILLE.

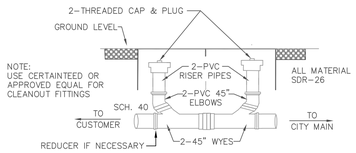
DOUBLE CLEANOUT

IN CONCRETE DRIVEWAYS,ALLEY PAVING OR SIDEWALK

SEE DETAIL BELOW

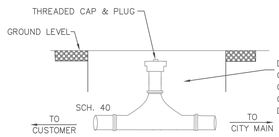
IN GRASSY AREAS

TWO METER BOXES FROM APPROVED MATERIAL LIST

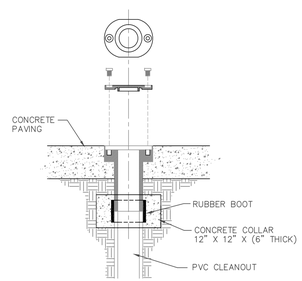


TYPICAL DOUBLE CLEANOUT (DOUBLE STACK)

(NTS)



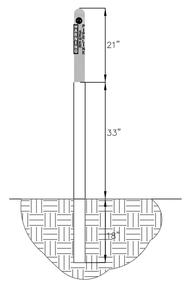
SWEEPING TYPE TEE



SANITARY SEWER LATERAL CLEANOUT IN CONCRETE

SEE APPROVED MATERIAL LIST

NOT TO SCALE



SEWER LOCATE MARKER

NOTE:
1. SEE APPROVED MATERIAL LIST FOR PART NUMBER AND MANUFACTURE
2. CITY SHALL DETERMINE LOCATIONS

REVISIONS
Aug. 1 2023
Dec. 1 2023

WASTEWATER DETAIL SHEET 1

CITY OF DUNCANVILLE

Duncanville City of Champions

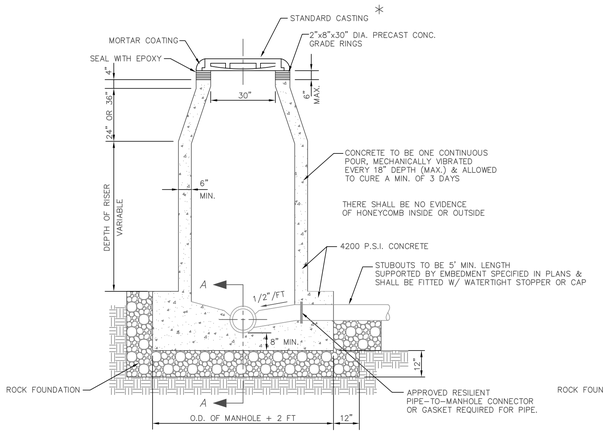
SHEET 1 OF 2

MAIN SIZE TO MANHOLE SIZE CHART	
MAIN LINE SIZE	MANHOLE SIZE
6" – 10"	48" DIAMETER
12" – 15"	60" DIAMETER
18" – UP	72" DIAMETER

* A. 30" DIA M.H. RING & COVER
(FROM APPROVED MATERIAL LIST)

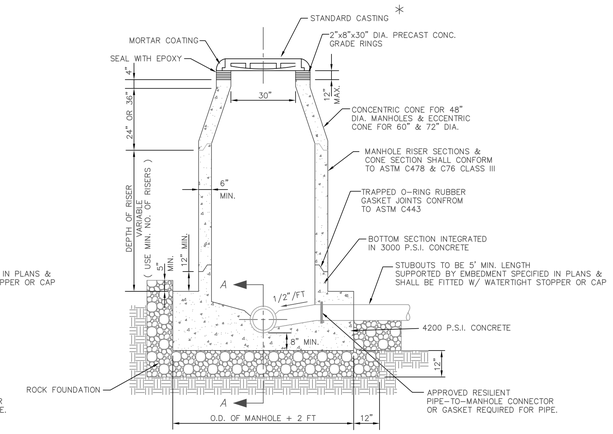
B. MANHOLES >10' DEEP TO BE 60" DIAMETER MINIMUM.

C. ALL MANHOLE SHALL HAVE A SPRAY APPLIED MONOLITHIC HIGH BUILD EPOXY COATING INSTALLED SEE APPROVED MATERIAL LIST



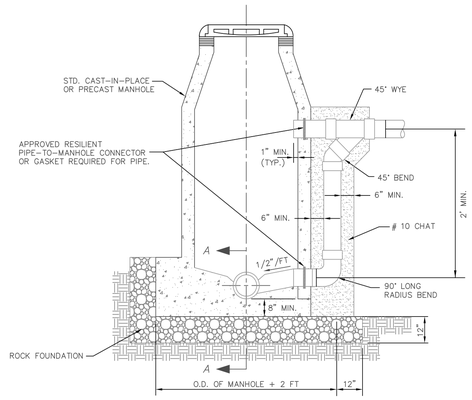
CAST IN PLACE CONCRETE WASTEWATER MANHOLE

NOT TO SCALE



PRECAST CONCRETE WASTEWATER MANHOLE

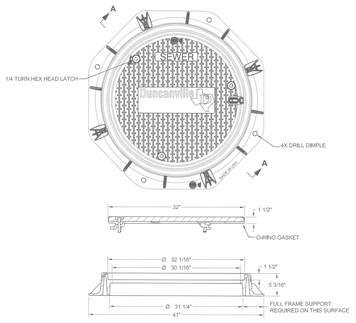
NOT TO SCALE



WASTEWATER MANHOLE WITH OUTSIDE DROP CONNECTION

NOT TO SCALE

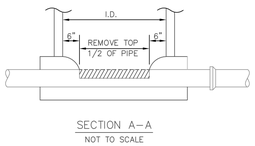
1. NO INTERNAL DROPS



SECTION OF RING STANDARD CASTING

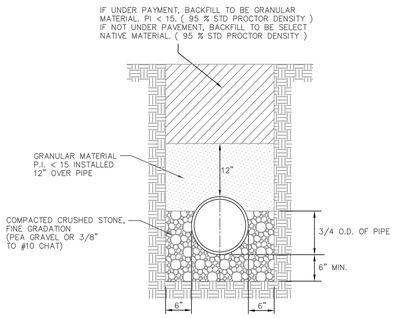
NOT TO SCALE

SEE APPROVED MATERIAL LIST



SECTION A–A

NOT TO SCALE



WASTEWATER MAIN EMBEDMENT DETAIL

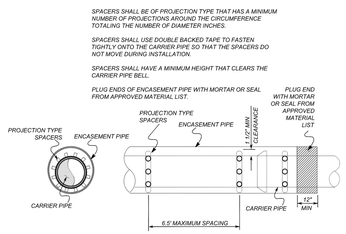
NOT TO SCALE

SPACERS SHALL BE OF PROJECTION TYPE THAT HAS A MINIMUM NUMBER OF PROJECTIONS AROUND THE CIRCUMFERENCE TOTALING THE NUMBER OF DIAMETER INCHES.

SPACERS SHALL USE DOUBLE BACKED TAPE TO FASTEN TIGHTLY ONTO THE CARRIER PIPE SO THAT THE SPACERS DO NOT MOVE DURING INSTALLATION.

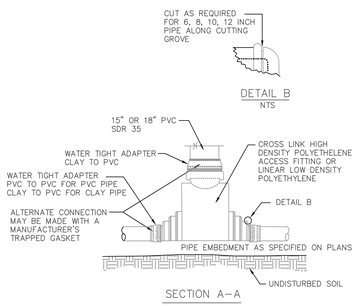
SPACERS SHALL HAVE A MINIMUM HEIGHT THAT CLEARS THE CARRIER PIPE BELL.

PLUG ENDS OF ENCASEMENT PIPE WITH MORTAR OR SEAL FROM APPROVED MATERIAL LIST.

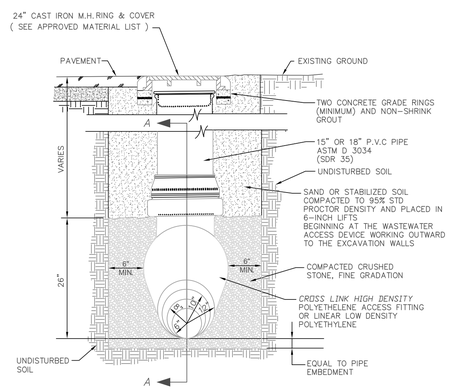


SEWER MAIN BORE DETAIL

CARRIER PIPE THRU ENCASEMENT PIPE INSTALLATION DETAIL
SCALE: NONE



SECTION A–A



WASTEWATER ACCESS DEVICE

NOT TO SCALE

REVISIONS

Aug. 1 2023

WASTEWATER DETAIL SHEET 2

CITY OF DUNCANVILLE

Duncanville
City of Champions

SHEET
2 OF 2

RESOLUTION NO. 2024-284

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDING A BID AND AUTHORIZING A COOPERATIVE PURCHASING AGREEMENT WITH INSITUFORM TECHNOLOGIES, LLC, THROUGH LOCAL GOVERNMENT PURCHASING COOPERATIVE (BUYBOARD) CONTRACT 730-24 FOR PIPE BURSTING WASTEWATER IMPROVEMENTS FOR A ONE-YEAR TERM WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS, IN AN ESTIMATED CONTRACT AMOUNT NOT TO EXCEED $4,573,729.25 OVER THE FIVE YEARS, SUBJECT TO THE EXERCISE OF A CONTRACT RENEWAL AND CITY COUNCIL APPROPRIATION; AND, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements to the quality and capacity of the overall utility infrastructure; and

WHEREAS, the City of Duncanville has entered into an Interlocal Cooperative Purchasing Agreement with The Local Government Purchasing Cooperative (BuyBoard) for products and services; and

WHEREAS, BuyBoard has taken sealed bids for Cured in Place Pipe (CIPP) for Pipeline Rehabilitation (Thermo Cured Products), and a contract was awarded to Insituform Technologies, LLC; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to authorize a Cooperative Purchasing Agreement with Insituform Technologies, LLC, through Buyboard Contract 730-24 for pipe bursting wastewater improvements for a one-year term with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $4,573,729.25 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby authorizes a Cooperative Purchasing Agreement with Insituform Technologies, LLC, through Buyboard Contract 730-24 for pipe bursting wastewater improvements for a one-year term with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed $4,573,729.25 over the five years, subject to the exercise

of a contract renewal and City Council appropriation, and authorizing the City Manager or designee to execute the necessary documents related to said expenditures.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

January 24, 2024

Sent Via Email: uyoungblood@aegion.com

Ursula J Youngblood
Insituform Technologies, LLC
580 Goddard Ave
Chesterfield, MO 63005

Welcome to BuyBoard!

Re: *Notice of National Purchasing Cooperative Award;* Proposal Invitation No. 730-24, Cured in Place Pipe (CIPP) for Pipeline Rehabilitation (Thermo Cured Products)

Congratulations, The National Purchasing Cooperative (National Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of April 1, 2024 through March 31, 2025, and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the National Purchasing Cooperative Vendor Award Agreement and General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 730-24 at www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders from National Cooperative members must be processed through the BuyBoard**. Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a National Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a National Cooperative member that you have reason to believe has not been received by the National Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by e-mail to info@buyboard.com

A list of National Cooperative members is available on the buyboard.com website. Once the contract is active, the BuyBoard vendor relations staff will be contacting you to assist with resources available and provide any support you may need as an awarded BuyBoard vendor.

On behalf of the National Cooperative, we are looking forward to your participation in the program. If you have any questions, feel free to contact me at bids@BuyBoard.com.

Sincerely,

Leigh A Clover

Leigh Clover, Bid Analyst
Texas Association of School Boards, Inc.,

v.02.01.2021

P.O. Box 400, Austin, Texas 78767-0400
800.695.2919 • buyboard.com

Exhibit A

Procurement Administrator for the National Purchasing Cooperative

v.02.01.2021

P.O. Box 400, Austin, Texas 78767-0400
800.695.2919 • buyboard.com

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution authorizing an agreement with Duke's Root Control, Inc. for annual sanitary sewer evaluation surveys and sewer line root removal treatment via sole-source procurement for a one-year term, with the option to renew for up to four additional one-year terms, for a total contract amount not to exceed $840,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works
Joel Daugherty, Utilities Superintendent

BACKGROUND/HISTORY:
Inflow and infiltration (I&I) studies aim to assess the wastewater collection system for defects that could lead to sewer back-ups and pinpoint areas where groundwater and/or stormwater may enter the system. These studies have been conducted annually in Duncanville since 1984, covering various wastewater basins. They have been instrumental in identifying defects, guiding the city's sewer maintenance program, and reducing sewer treatment costs. The I&I studies are crucial for rehabilitating the sanitary sewer system, targeting areas where manhole linings could be effective, and identifying sewer lines needing replacement or repair. Furthermore, this evaluation is a part of the City's Sanitary Sewer Overflow Initiative as directed by the Texas Commission on Environmental Quality.

Reducing I&I will help prevent sanitary sewer overflows, decrease customer concerns, and reduce the risk of noncompliance with State and Federal regulations. Reducing I&I will also decrease the City's cost to Trinity River Authority (TRA) and the City of Dallas for wastewater treatment, as it will lessen the amount of groundwater and stormwater entering the sewer system.

Treating sewer lines for root intrusion is an essential and cost-effective way to maintain the sewer system. Tree roots can grow into sewer pipes, causing blockages, overflows, and damage. Duke's Root

Control uses an herbicide treatment to decay tree roots in the sewer, preventing regrowth for two to three years. This method is less disruptive than physically removing the roots.

The City has allocated funds for a sanitary sewer evaluation survey and sewer line removal treatment this year. The survey will assess a portion of the EB Sanitary Sewer Basin (see Attachment 1) using flow measuring and logging technology to provide an in-depth report highlighting areas with high inflow and infiltration. After evaluating the assessment findings, Public Works Utilities personnel will determine the best course of action for the continued repair and replacement of the collection system. The information collected from this assessment will help pinpoint where to focus our capital improvement projects, preventing unnecessary additional wastewater treatment costs caused by stormwater and/or groundwater entering the wastewater collection system. As discussed above, the sewer line root removal treatment will be performed this year as a preventative measure against root intrusion.

After extensive review by the Duncanville Utilities Division, Duke's Root Control is the only contractor with the expertise and equipment to execute the necessary assessment level (see Attachment 3). City staff recommends approval of Duke's Root Control as the sole-source contractor that can meet the City of Duncanville's needs for these vital sanitary sewer assessments and continued maintenance services.

POLICY EXPLANATION:
City Council is requested to approve a contract with Duke's Root Control totaling $840,000.00. The estimated expenditure amounts per fiscal year are $160,000.00 for FY24 and $170,000.00 per year for fiscal years 25 through 29, subject to appropriations in FYs 25-28, as outlined below. This authorization should cover all sanitary sewer evaluation surveys and sewer line root removal treatment services over the next five years.

FY 24: $160,000.00
FY 25: $170,000.00
FY 26: $170,000.00
FY 27: $170,000.00
FY 28: $170,000.00

Based on fund availability, $160,000.00 is requested for FY 24. To allow for additional services, $170,000.00 will be budgeted for each year going forward.

FUNDING SOURCE:

ORG and Object Number

- Water & Sewer:
  - 02312000-700450 (Contractual Services) – Available Budget of $135,093.98 (Estimated FY 24 Expenditure: $140,000.00)
  - 02312000-708103 (Professional Fees) – Available Budget of $146,023.57 (Estimated FY 24 Expenditure: $20,000.00)

Available Budget	**Purchase Amount**	**After Encumber**
$281,117.55	$160,000.00	$121,117.55

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove.
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - Duncanville TX Precision I&I Proposal
Attachment 2 - Sewer Line Root Control Rates
Attachment 3 - Sole Source Memo
Resolution No. - 2024-247 - Sanitary Sewer Evaluation Survey

DUKE'S
ROOTED IN INNOVATION

Attachment 1

City of Duncanville

Precision I&I Microdetection Study

05 / 03 / 2024

WWW.DUKES.COM

DUKE'S ROOTED IN INNOVATION

Headquarters: 400 Airport Rd., Suite E. | Elgin, IL 60123

May 3, 2024

Matt Bryant
City of Duncanville
330 Shadey Trail
Duncanville, TX 75137

PROJECT NAME: Precision I&I Microdetection Study

Dear Matt,

Duke's Root Control is pleased to submit this proposal to City of Duncanville for the Precision I&I Microdetection Study. All details regarding this project are contained within the pages of this proposal and include sample deliverables, scope of service descriptions, and pricing.

This proposal is being submitted based on interpretations made from the study maps or information we have been provided. Please review for accuracy.

Thank you for your consideration and the opportunity to illustrate our services. Please do not hesitate to contact me with any questions regarding this proposal.

Sincerely,
Duke's Root Control

Stephen Barnes
Western Territory Sales Representative
(903) 738-3293
sbarnes@dukes.com

Precision I&I Microdetection - Scope of Services

Process
1. Receive and upload current GIS / GDB files from client (data requisition guide may be supplied upon project initialization). 2. Determine location to place initial iTracker units based on flow data obtained from maps or GIS files to properly canvas the study area. Final locations placed with client collaboration to achieve best results. 3. Provide client link to view or approve locations for units. 4. Access manholes and install iTracker units in accordance with manufacturer recommended installation procedures. If unable to access/locate previously approved manhole locations, a viable alternative will be selected by Duke's. 5. After 60 days installed and a qualifying rain event (defined as singe day rain event 1" or greater), Duke's will remove the iTracker units. If there is no qualifying rain event, then Duke's will extend the study period an additional 30 days, for a maximum of 90 days. If an additional field visit is needed for project maintenance after 90 days, a mobilization fee may be required. 5.1. Rain data will be determined by using compiled Doppler radar-derived precipitation measurements, generating hourly grids with data points spaced at 1-km (1/2-mile) intervals across the continental United States – a so-called "rainfall map." This highly detailed picture of hourly data is based on a combination of various sources: 5.1.1. Precipitation data from a network of 180 NWS-maintained overlapping dual-polarization Doppler radar networks. 5.1.2. Input from over 20,000 rain gauges. 5.1.3. Satellite data processed every 15-minutes. 5.1.4. Hourly automatic observations from reporting stations (often located at airports). 5.1.5. Numerical models and climatology. 5.2. Final determination of rain data will be at client's discretion if more than one rain source is used. 6. Upon project completion, review, analyze and report data from test period to identify areas of the system prone to elevated levels of inflow or infiltration during and after rain events. Duke's will provide access to Insight 360, Duke's web hosted data platform. A username and password will be provided so that access to all data, graphs, maps, and raw data downloads are available.

Responsibilities of Duke's	Responsibilities of Client
1. Provide staff with proper identification and PPE including, but not limited to, hi-vis vests. 2. Ensure that all vehicles are properly marked and have adequate safety lighting. 3. Act in a polite, professional manner at all times and especially when dealing with the public. 4. Report any severe observations to the point person from the client's office assigned to this project.	1. Provide contractor with all electronic data to successfully complete the project. 2. Assist contractor with public issues or concerns. 3. Agree to promptly review and advise contractor on any changes to location of iTracker units, if client is participating in the iTracker placement process. 4. Assist contractor with location and access of buried or surcharged manhole structures that have been deemed optimal locations for iTracker placement. 5. Assist Dukes with traffic control to ensure a safe installation of units. If traffic control or permitting is the responsibility of Duke's, client must disclose this prior to execution of contract and commencement of work.

REV 11.2023

DUKE'S
ROOTED IN INNOVATION

I&I MICRO-DETECTION

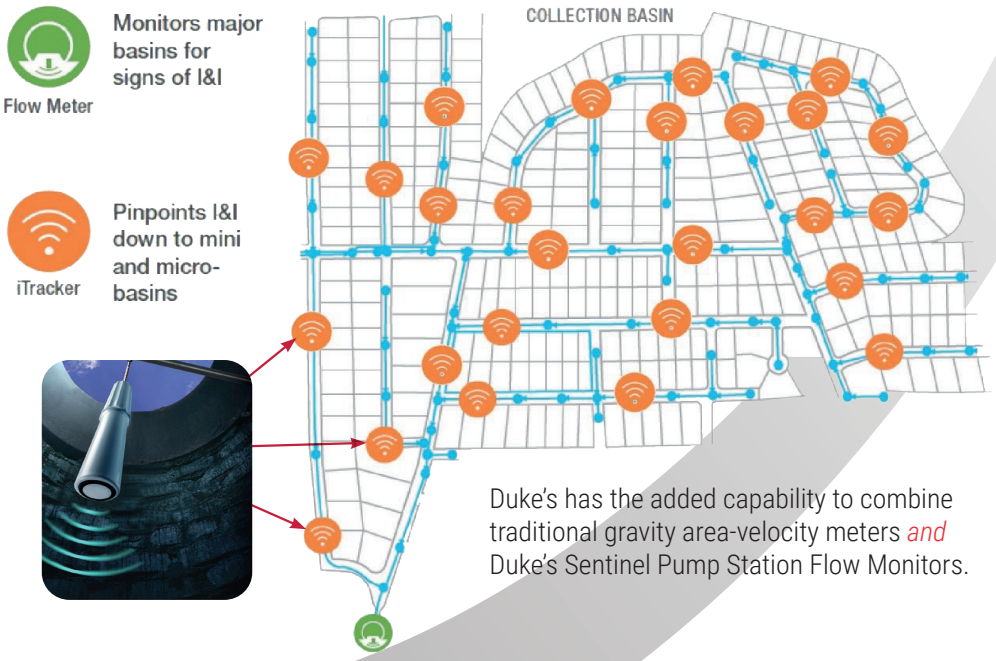
I&I micro-detection is essential for creating a Smart Wastewater System.

At Duke's, we understand that detecting infiltration and inflow (I&I) can be a frustrating and expensive process. That's why we utilize cutting-edge micro-detection technologies to quickly and accurately isolate the line segments within a basin that are causing excess I&I. By pinpointing these specific areas, we can minimize the need for costly SSES services and start optimizing your sewer system right away.

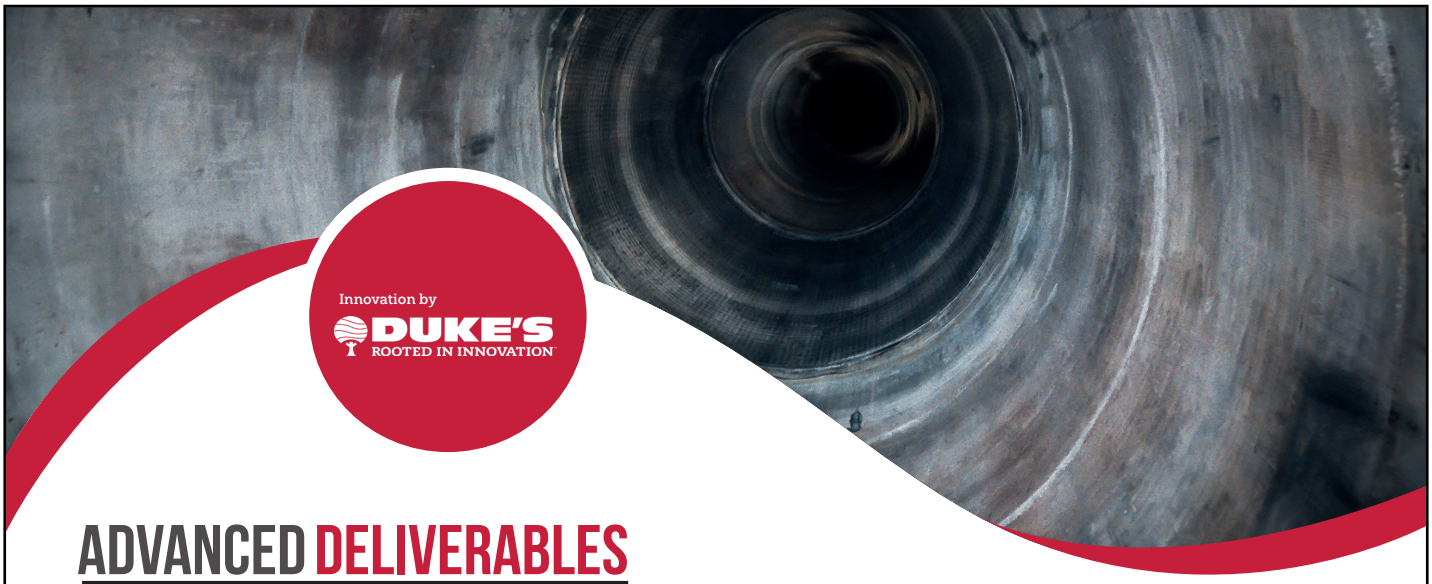
We know that chasing down I&I can be a daunting task, especially when most models only detect the problem within a few miles. But with our advanced technology, we can detect even the smallest points of entry, saving you time and money in the long run. Trust Duke's to efficiently and effectively tackle your I&I problems.

We do it with instant feedback and precision pinpointing of lines.

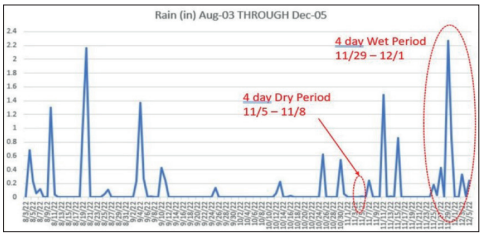
- Duke's micro-detection units and software identify specific areas to address for I&I management
- Custom algorithms compare dry days to rain events to provide charts, graphs, and reports on I&I flows
- Deliverables are provided in an easy-to-use and understand interface.



Duke's has the added capability to combine traditional gravity area-velocity meters *and* Duke's Sentinel Pump Station Flow Monitors.

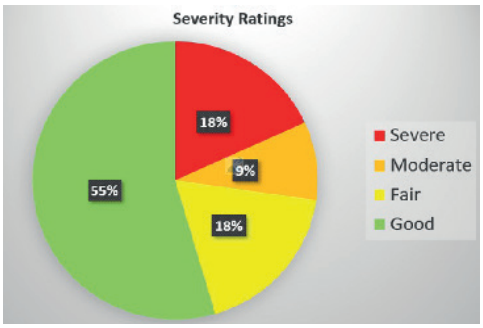


ADVANCED DELIVERABLES



WET WEATHER ANALYSIS

A wet weather analysis is a powerful tool for sewer system operators and municipalities to identify and manage I&I issues during periods of precipitation. The analysis provides detailed data on I&I flows, enabling operators to pinpoint problem areas and prioritize mitigation efforts. By utilizing this data, sewer systems can be optimized, reducing the risk of costly and disruptive sewer overflows and backups.

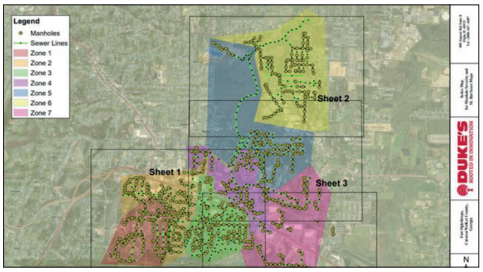


SEVERITY RATINGS

The iTracker system uses its micro-detection units and software to identify specific areas that require addressing for I&I management. Once severe issues are located, the system provides low- and high-flow alarm notifications before there is an issue. Custom algorithms compare dry days to rain events, providing charts, graphs, and reports on I&I flows, including severity ratings of the problem. The severity ratings are based on the amount of I&I detected in the pipes during wet weather event and can be easily ranked for prioritization of repairs.

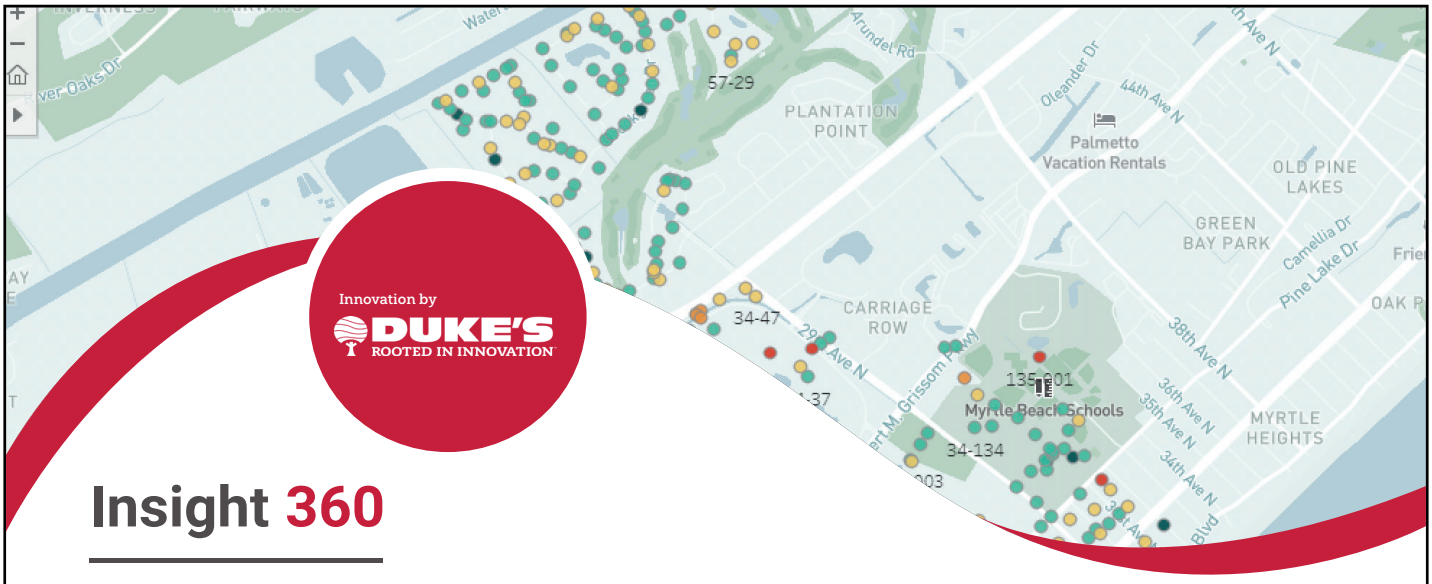
DUKE'S INSIGHT 360 INTERACTIVE PLATFORM

Duke's Insight 360 is an intuitive online platform for identifying high I&I locations in sewer systems. With the click of a button, users can easily access comprehensive data on I&I flows, including severity ratings, allowing for quick identification of problem areas. Users can quickly identify problem areas and view data in real-time from anywhere with an internet connection, provding real-time updates on I&I flows and allowing for efficient management of sewer systems.



I&I MITIGATION MAPS

Duke's provides your choice of 11 x 17 or 24 x 36-inch maps to assist teams in discussions about next steps towards I&I mitigation. These maps are designed to be comprehensive, providing a visual representation of the sewer system and highlighting areas of concern. They are created using data gathered from during iTracking for I&I micro-detection, providing accurate and up-to-date information on I&I flows.

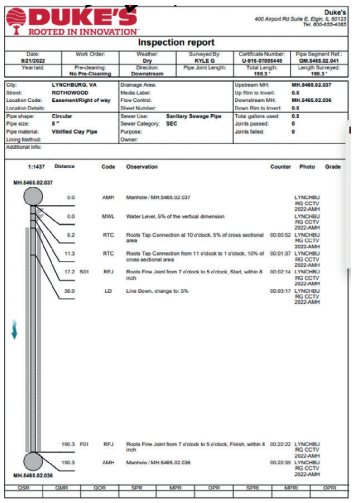


Insight 360

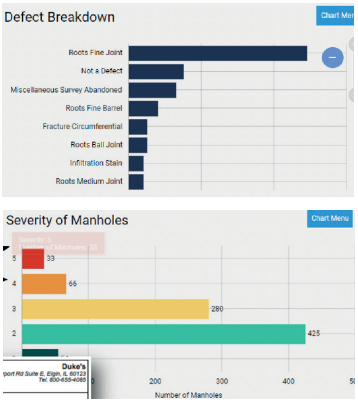
Duke's has revolutionized the inspection and data management process with Insight 360. This innovative tool offers web-based results that require no special software, making it easy for anyone to access and use. With a simple login, clickable results are available in both map and table views, allowing for quick and easy analysis. All results can be downloaded in a standard Excel format, providing users with the flexibility to manipulate and analyze data as needed. The video viewer for manhole and pipe inspections is a particularly valuable feature, allowing for a detailed visual inspection of assets. And for those who prefer hard copies, maps can be downloaded and printed. Insight 360 simplifies the inspection process and provides valuable insights that help Duke's clients make informed decisions about their assets.

- Transform your inspection and data management process
- Web-based results are easily accessibly to all users withouth the need for special software
- Clickable results are available in both map and table views, allowing for quick and easy analysis
- Download results in standard Excel format for flexibility in manipulating and analyzing data
- Download and print maps for users who prefer or required hard copies
- Simplify the inspection process, saving time and resources while providing valuable insights
- Make informed decisions leading to better asset management and maintenance

Downloadable Reports



Clickable Analysis



Viewable Photos

Manhole inspection photos are available with one click on the web-based Insight 360.

Headquarters: 400 Airport Rd., Suite E. | Elgin, IL 60123

Matt Bryant
City of Duncanville
330 Shadey Trail
Duncanville, TX 75137

Data Share Authorization Request				
Type of Sharing Request:	☐ Reference	☐ GIS	☐ Printed Reports	☐ Full Deliverables*
Time of Share:	☐ Single Use: Party of Sharing to: [Sharing Party] ☐ Unlimited Use			
Time Period:	Expiration Date: [Expiration Date] ☐ No Expiration date			

*Full Deliverables includes Work Files

CLIENT NOTES OR EXCEPTIONS

DUKES NOTES OR EXCEPTIONS

Sincerely,
Duke's Root Control, Inc.

Christina Urbina
Title:

Date:

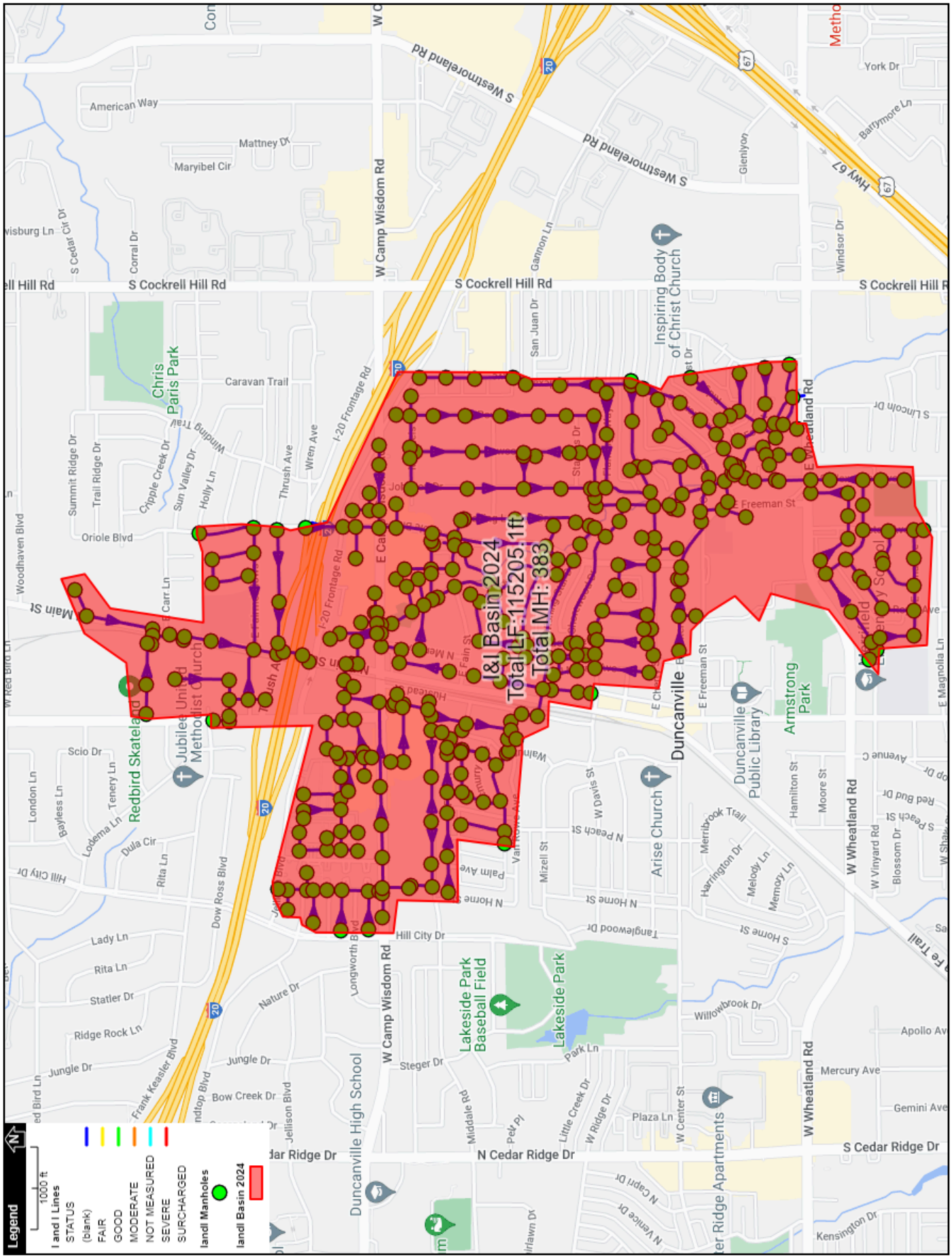
Approved By:
City of Duncanville

Matt Bryant
Title:

Date:

Maps of Subject Area

Proposed subject area supporting documents and maps


I&I Basin 2024
Total LF: 115205.1ft
Total MH: 383
S Cockrell Hill Rd
W Camp Wisdom Rd
S Westmoreland Rd
Hwy 67
Chris Paris Park
Caravan Trail
Oriole Blvd
Redbird Skateland
Jubilee United Methodist Church
Inspiring Body of Christ Church
Duncanville
Duncanville Public Library
Armstrong Park
Arise Church
W Wheatland Rd
Lakeside Park
Lakeside Park Baseball Field
Duncanville High School
N Cedar Ridge Dr
S Cedar Ridge Dr
Cedar Ridge Apartments
Hill City Dr
Steger Dr
Willowbrook Dr
Mercury Ave
Gemini Ave
Apollo Ave
Plaza Ln
Park Ln
Nature Dr
Jungle Dr
Bow Creek Dr
Ridge Rock Ln
Statler Dr
Rita Ln
Lady Ln
Dula Cir
Scio Dr
Oriole Blvd
Caravan Trail
Legend
1000 ft
I and I Lines
STATUS
(blank)
FAIR
GOOD
MODERATE
NOT MEASURED
SEVERE
SURCHARGED
Iandi Manholes
Iandi Basin 2024

Fee Estimate

The prices quoted herein will remain in effect for the length of this contract, unless changes are agreed upon in writing by both parties.

TYPE OF SERVICE	Price	UM	QTY	Subtotal
Precision I & I Detection Program Study Area: **xxxx LF** Microdetection Services Consisting of: • Installation, Data Pull & Retrieval of approximately 97 iTracker microdetection meters • Rain Data Collection at 2-4 locations (dependent on project size) • iTracker microdetection study documentation • Study report and summary presentation • GDB / GIS shape files with all deliverables • Deliverables Review Meeting	$1.21	LF	115205.1	$139,398.17
☐ iTracker Remobilization (after 90 days) Per Scope of Services page, if no qualified rain event within 90 days of the I&I study, we will re-mob to replace batteries and reinstall the iTrackers for an additional 60-90 days.	$33,950.00	LS	1	$33,950.00
		Total		**$139,398.17**

This is an estimate. Actual pricing subject to change based on total completed footage.

Proposal pricing is valid for 90 days.

Non-Prevailing Wage rates applied.

We ask that our clients assist with structures that are not located or accessible while our crews are in the field in an effort to achieve full project completion. If assistance with access to structures cannot be completed within 24 hours after crews complete field work, a remobilization fee may be applied to complete remaining structures on the project.

Monthly progress billing will be based on field work completed to date. 10% of the item value will be withheld from billing until receipt and approval of final deliverables for the project. Any mobilization fees quoted will be billed as they are incurred.

Purchasing Platform Partners:

BuyBoard Contract No. 635-21

COSTARS Contract No. 016-e22-232, Vendor No. 477970

HGACBuy Contract No. SC01-21

Agreement of Service

By signing below, City of Duncanville agree to all provisions set forth in this proposal. Any requirements not listed in this proposal may be subject to additional fees.

City of Duncanville

Matt Bryant
Utilities Superintendent

THANK YOU

FOR YOUR CONSIDERATION OF OUR SERVICES

Stephen Barnes
Western Territory Sales Representative
(903) 738-3293

DUKE'S
ROOTED IN INNOVATION

400 E. AIRPORT ROAD, STE E
ELGIN, IL 60123
800-447-6687

WWW.DUKES.COM

DUKE'S
ROOTED IN INNOVATION

400 Airport Rd., Suite E Elgin, IL 60123

Attachment 2

SALES QUOTATION

Document Number	Document Date	Page
3223	**05/29/2024**	**1/1**

Customer No.
C-001282

Contact / Phone / Email
MATHEW BRYANT 330 SHADEY TRAIL

matt.bryant@duncanvilletx.gov

DUNCANVILLE, CITY
330 SHADEY TRAIL

DUNCANVILLE TX 75137
USA

Your Contact
Stephen Barnes

sbarnes@dukes.com

Payment Terms
Net 30

Shipping Type

FOB Point

Delivery Address
DUNCANVILLE, CITY
Same as Bill-to

Description	Quantity	UoM	Price	Total
MANHOLE ROOT CONTROL Item Code: V-F-APL-MANHO-001	**Per**	**EA**	**$ 180.00**	
HOUSE LATERAL ROOT CONTROL Item Code: V-F-APL-RESID-001	**Per**	**EA**	**$ 180.00**	
6" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X06FT	**Per**	**FT**	**$ 2.02**	
8" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X08FT	**Per**	**FT**	**$ 2.02**	
10" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X10FT	**Per**	**FT**	**$ 2.22**	
12" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X12FT	**Per**	**FT**	**$ 2.43**	
15" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X15FT	**Per**	**FT**	**$ 4.61**	
18" PIPE SEWER ROOT CONTROL Item Code: V-F-APL-SEWRC-01X18FT	**Per**	**FT**	**$ 6.62**	

Quotation Valid Until: 12/30/2024

Website: www.dukes.com
Tax ID No.: 75-3026801

City of Duncanville
203 E. Wheatland Rd
Duncanville, TX 75116
972.780.4900 P | 972.780.4949 F
www.duncanvilletx.gov

Attachment 3

Memo

Date	June 18, 2024
To	Mayor and Council
Thru	Douglas Finch, MPA, City Manager
Thru	Elton D. Brock, MBA, CTCM, CTPM, CPSM, CPM, Chief Procurement Officer
From	Matt Bryant, Assistant Director of Public Works
Subject	Sole Source for Duke's Root Control // Sanitary Sewer Evaluation Study and Root Removal Treatment

Request:
Approve a one-year sole source contract agreement, with the option to renew for up to four additional one-year renewals, with Duke's Root Control, Inc. for annual sanitary sewer evaluation studies and sewer line root removal treatment to ensure compliance with the City of Duncanville's Sanitary Sewer Overflow Initiative (SSOI) Agreement with the Texas Commission on Environmental Quality.

Justification:
Each year, the City of Duncanville Utilities Division conducts a Sanitary Sewer Evaluation Study in pre-determined sanitary sewer basins (regions of the city) to assess our sewer system's overall condition and reliability. This evaluation study identifies points of failure such as damaged piping, grease buildup, root intrusion, and points of inflow and infiltration (I&I) into the sanitary sewer system. Points of failure contribute to regulatory non-compliance and sanitary sewer overflows within the City's sewer system. Sanitary sewer evaluation studies and sewer line root removal treatment are part of the management practices identified in the City's Sanitary Sewer Overflow Initiative (SSOI) Agreement with the Texas Commission on Environmental Quality (TCEQ). Implementing sanitary sewer evaluation surveys demonstrates the City's diligence in reducing sanitary sewer overflows.

The City of Duncanville has solicited Duke's Root Control to perform our sanitary sewer evaluation studies and sewer line root removal treatment based on the overall value of their services and deliverables compared to other service providers we have used in the past.

After an in-depth review of the City's sanitary sewer system assessment and maintenance needs, the Utilities Division has determined that a contractor who can deliver an end product with virtual mapping, including a complete condition study and assessments for ongoing review and updates, and the ability and equipment necessary to deploy acoustical inspections, flow monitoring sensors, and digital scanning inspections; all of which can then be incorporated into our Capital Improvement Projects program, is essential.

After extensive review by the Duncanville Utilities Division, Duke's Root Control is the only contractor with the expertise and equipment required to execute this level of assessment. Duke’s Root Control has been a long-time partner with the City of Duncanville’s Utilities Division, providing annual root removal treatment of sanitary sewer main lines for over 30 years.

City staff recommends approval of a one-year contract agreement with Duke’s Root Control, Inc., with the option for up to four additional one-year renewals, as the sole-source contractor that can meet the needs of the City of Duncanville for this vital sanitary sewer assessment and continued maintenance services.

RESOLUTION NO. 2024-277

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING AN AGREEMENT WITH DUKE'S ROOT CONTROL, INC. FOR ANNUAL SANITARY SEWER EVALUATION SURVEYS AND SEWER LINE ROOT REMOVAL TREATMENT VIA SOLE SOURCE PROCUREMENT FOR A ONE-YEAR TERM, WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED $840,000.00 OVER THE FIVE YEARS, SUBJECT TO THE EXERCISE OF A CONTRACT RENEWAL AND CITY COUNCIL APPROPRIATION, AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville desires to continue its commitment to ensuring the reliability of its infrastructure including its sanitary sewer system; and

WHEREAS, the City of Duncanville's Sanitary Sewer Overflow Initiative (SSOI) with the Texas Commission on Environmental Quality (TCEQ) requires the City to conduct annual surveys of the City's sanitary sewer system to identify needed improvements; and

WHEREAS, the City of Duncanville desires to procure sewer line root removal treatment as needed to address root intrusions into sewer lines; and

WHEREAS, the City of Duncanville desires to enter into an agreement with Duke's Root Control, Inc. for annual sanitary sewer evaluation surveys and sewer line root removal treatment via sole-source procurement for a one-year term, with the option to renew for up to four additional one-year terms, for a total contract amount not to exceed $840,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

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

SECTION 1. The City of Duncanville, Texas, hereby approves an agreement with Duke's Root Control, Inc. for annual sanitary sewer evaluation surveys and sewer line root removal treatment via sole-source procurement for a one-year term, with the option to renew for up to four additional one-year terms, for a total contract amount not to exceed $840,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation; and authorizes the City Manager or designee to execute the necessary documents related to said expenditures.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution authorizing the an amendment to Professional Services Agreement 21-3220011 with Burgess & Niple, Inc. for additional professional engineering services as part of the Ten Mile Creek Erosion Control Improvements Project in the amount of $7,150.00, authorizing an appropriation of $16,506.00 in additional funding to establish a project contingency for the execution of future change orders, equaling a combined amount of $23,656.00, not exceeding a total contract amount of $188,716.00.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works

BACKGROUND/HISTORY:
Severe creekbank erosion occurred in Ten Mile Creek in the vicinity of Swan Ridge Dr. It was determined that two City-owned concrete bagwalls in the area had failed and needed to be replaced. Additionally, a stormwater culvert outfall was noted to have been badly damaged by erosion, and the nearby creek bank at Birdwood Cir. required repair.

On November 16, 2021, the City Council approved a Professional Engineering Services Agreement with Burgess & Niple, Inc., in the amount of $165,060.00 with no contingency, to prepare plans and construction specifications for erosion control improvements. This project along Ten Mile Creek includes replacing the existing bagwalls with gabion retaining walls and repairing and reinforcing an outfall near E. Danieldale Rd. Areas where the retaining walls are being extended will protect existing wastewater infrastructure near the creek. The design was completed in the Summer of 2023.

City Council authorized the construction contract award to Stoic Civil Construction, Inc. on November 21, 2023. Construction began in March and continues with an estimated completion in Summer 2024, barring unforeseen circumstances. Staff requests a contract amendment for additional professional engineering services to modify the project design to accommodate site conditions better. Due to recommendations from an arborist, the project plan will need to be modified to realign the upstream

end of one of the project sites to move the top of a wall further from a large tree in the area. Burgess & Niple, Inc.'s provision of these services is vital to completing this critical drainage improvement project.

Additionally, staff requests an appropriation of $16,506.00 as a project contingency to cover any unforeseen conditions and expenses that may result in a change order. The project's design and construction administration cost should not exceed $188,716.00.

POLICY EXPLANATION:
The City relies on consulting engineering firms selected based on qualification and competence for specialty design work.

The Texas Local Government Code establishes municipal procurement rules regarding original contract price increases. Paragraphs C and D of Section 252.048 state the following:

> c) If a change order involves a decrease or an increase of $50,000 or less, the governing body may grant general authority to an administrative official of the municipality to approve the change orders.
>
> d) The original contract price may not be increased under this section by more than 25 percent. The original contract price may not be decreased under this section by more than 25 percent without the consent of the contractor.

FUNDING SOURCE:

ORG and Object Number
15050000-708102-TENMC (Drainage CIP/Construction/Ten Mile Creek Erosion)

Available Budget	Purchase Amount	After Encumber
$111,971.00	$23,656.00	$88,315.00

ACTION ALTERNATIVES:
1. Approve.
2. Disapprove.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-278 - Burgess & Niple Contract Amendment with Exhibit

RESOLUTION NO. 2024-278

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT 21-3220011 WITH BURGESS & NIPLE, INC. FOR ADDITIONAL PROFESSIONAL ENGINEERING SERVICES AS PART OF THE TEN MILE CREEK EROSION CONTROL IMPROVEMENTS PROJECT ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A," IN THE AMOUNT OF $7,150.00, AND AUTHORIZING AN APPROPRIATION OF $16,506.00 IN ADDITIONAL FUNDING TO ESTABLISH A PROJECT CONTINGENCY FOR THE EXECUTION OF FUTURE CHANGE ORDERS, EQUALING A COMBINED AMOUNT OF $23,656.00, NOT EXCEEDING A TOTAL CONTRACT AMOUNT OF $188,716.00; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements to the quality and capacity of the overall utility infrastructure; and

WHEREAS, on November 16, 2021, the City Council of the City of Duncanville, Texas, authorized Professional Services Agreement 21-3220011 for the design of erosion control improvements along Ten Mile Creek; and

WHEREAS, an amendment to Professional Services Agreement 21-3220011 is proposed for additional professional engineering services associated with the project; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to authorize the First Amendment to Professional Services Agreement 21-3220011 with Burgess & Niple, Inc. for additional professional engineering services as part of the Ten Mile Creek Erosion Control Improvements Project attached hereto and incorporated herein as Exhibit "A," in the amount of $7,150.00, authorizing an appropriation of $16,506.00 in additional funding to establish a project contingency for the execution of future change orders, equaling a combined amount of $23,656.00, not exceeding a total contract amount of $188,716.00.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby authorizes the First Amendment to Professional Services Agreement 21-3220011 with Burgess & Niple, Inc. for additional professional engineering services as part of the Ten Mile Creek

Erosion Control Improvements Project attached hereto and incorporated herein as Exhibit "A," in the amount of $7,150.00, and authorizes an appropriation of $16,506.00 in additional funding to establish a project contingency for the execution of future change orders, equaling a combined amount of $17,150.00, not exceeding a total contract amount of $188,716.00, and authorizes the City Manager to or designee to execute the necessary documents related to said expenditures.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

THE STATE OF TEXAS §
§
COUNTY OF DALLAS §

FIRST AMENDMENT TO CITY OF DUNCANVILLE
PROFESSIONAL SERVICES AGREEMENT WITH BURGESS & NIPLE

CONTRACT NO. 21-3220011
PO NO- 2300137
TEN MILE CREEK EROSION CONTROL IMPROVEMENTS

THIS FIRST AMENDMENT TO AGREEMENT is entered into as of **the _____ day of _____, 2024** ("Effective Date"), between City of Duncanville (hereinafter "City"), located at 203 E. Wheatland, Duncanville, TX 75116, and Burgess & Niple (hereinafter "Contractor" or "Professional"), located at 12750 Merit Dr., Park Central 7, Suite 425, Dallas, TX 75251, (collectively and interchangeably referred to as the "Parties" or "Party"), is hereby executed for the purpose of amending and supplementing its previous services agreement ("Original Agreement"), which was entered into as of **November 17, 2024**, between the City and the Contractor as stated herein:

The Original Agreement provided for the Contractor's services related to engineering design and construction administration for the Ten Mile Creek Erosion Control Improvements Project. The Original Agreement was written with the Contractor's cost and expenses not to exceed One Hundred Sixty-Five Thousand Sixty Dollars ($165,060.00) for the project's completion and term (the "Total Contracted and Conditional Contract Amount")."

The Original Agreement now requires modifications to provide design modifications to better accommodate site conditions. Section 4 "Payment" will be amended to increase the value of the contract from $165,060.00 to $172,210.00.

NOW THEREFORE, the Parties, in consideration of their mutual promises and covenants, as well as other good and valuable considerations, do hereby AGREE to the following FIRST AMENDMENT, which amends the terms, conditions, and requirements of the Original Agreement to wit:

1.

The provisions of **Section 4:** Payment, as stated in the Original Agreement, are hereby amended to allow for a change to the contract value and add an additional item to the payment schedule.

The first sentence of Section 4 is hereby amended as follows:

OWNER agrees to pay CONTRACTOR an amount not to exceed **One Hundred Seventy-Two Thousand Two Hundred Ten Dollars** for all services authorized in writing and properly performed by CONTRACTOR.

FIRST AMENDMENT TO CITY OF DUNCANVILLE
PROFESSIONAL SERVICES AGREEMENT WITH BURGESS & NIPLE

CONTRACT NO. 21-3220011
PO NO- 2300137
TEN MILE CREEK EROSION CONTROL IMPROVEMENTS

The Parties hereto agree that, except as specifically provided for by the agreed to changes within this First Amendment, all of the terms, covenants, conditions, agreements, rights, responsibilities, and obligations of the Parties, set forth in both the Original Agreement and now the First Amendment shall be and will remain in full force and effect.

IN WITNESS WHEREOF, the City and the Contractor have each executed this First Amendment by and through their respective duly authorized representatives and officers as indicated below:

CITY OF DUNCANVILLE
(City)

Approved: _____

By: Douglas Finch

Title: City Manager

Date: _____

BURGESS & NIPLE
(Contractor)

Approved: _____

By: Bernard Dsouza, PE

Title: Dallas District Director

Date: May 28, 2024

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider Amending the City of Duncanville Ordinance Chapter 16A - Sign Guidelines to exclude LED scoreboards from certain illuminated sign prohibitions.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Tyler Agee - Assistant Director of Parks and Recreation
Bart Stevenson - Director of Parks and Recreation

BACKGROUND/HISTORY:
The City of Duncanville is considering a partnership with Youth Scoreboards, a company specializing in utilizing advertising and marketing through LED boards at youth baseball and softball complexes. This potential partnership aims to enhance the city's sports facilities by providing modern, high-quality scoreboards that generate revenue through advertisements. However, the agreement is pending due to the current prohibitions outlined in Chapter 16A - Sign Guidelines, which restrict certain illuminated signs. Amending this ordinance to exclude scoreboards from these prohibitions would allow for legal advertising on the boards and facilitate the agreement, bringing both improved amenities and additional funding to the community.

POLICY EXPLANATION:
The proposed policy changes to Chapter 16A - Sign Guidelines involve amending Section 16A-22, which outlines prohibited signs and activities. The specific changes are as follows:

1. Clarification of Prohibited Signs: The amendment will provide more precise definitions and specifications for illuminated signs that are currently prohibited. This includes signs that are moving, flashing, animated, intermittently lighted, changing color, revolving, or similarly constructed, as well as beacons, jump clocks, or digital devices showing pricing information, time, temperature, and similar data.

2. Exclusion for Scoreboards: A fundamental change in the amendment is the exclusion of scoreboards from these prohibitions. This exclusion applies specifically to scoreboards located in public or private secondary school athletic facilities, provided they receive the necessary building and other applicable permits from the building official.

3. Electronic Message Signs: The amendment also specifies the conditions under which signs with changeable electronic messages or images are permitted. These signs must adhere to rules such as not changing more often than once every eight seconds, completing message changes within two seconds, and ensuring that changes co-occur across the entire sign face. Additionally, moving, animated, flashing, intermittent, scrolling, or streaming messages or images are prohibited.

These policy changes aim to modernize the city's signage regulations, allowing for LED scoreboards with advertising capabilities at youth sports complexes. This will facilitate the pending partnership with Youth Scoreboards, enabling legal advertising on these boards and generating revenue for the city's sports facilities.

FUNDING SOURCE:

ORG and Object Number
01044000 - Parks and Recreation

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:

1. Approve Amending the City of Duncanville Ordinance Chapter 16A - Sign Guidelines to exclude LED scoreboards from certain illuminated sign prohibitions.
2. Do not Amend the City of Duncanville Ordinance Chapter 16A - Sign Guidelines to exclude LED scoreboards from certain illuminated sign prohibitions.
3. Other actions as directed by Council.

ATTACHMENTS:
redline.SignOrdinance
Duncanville.ORD Amending Sec 16A-22 Prohibited signs and activities 4862-3835-6421 v.1-1

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF DUNCANVILLE, TEXAS, BY AMENDING CHAPTER 16A- SIGN GUIDELINES, ARTICLE VII 'PROHIBITIONS' BY AMENDING SECTION 16A-22 'PROHIBITED SIGNS AND ACTIVITIES', SUBSECTION (C) 'CERTAIN ILLUMINATED SIGNS PROHIBITED', SUBSECTION (2), (A) AND (B) BY CLARIFYING CERTAIN ILLUMINATED SIGNS; PROVIDING A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council desires to amend Section 16A-22 and believes the amendment best serves the general welfare of the City and its residents to promote the health, safety, and welfare of the public.

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

SECTION 1. That Chapter 16A "Sign Guidelines" of the Duncanville Code of Ordinances is hereby amended by amending Article VII "Prohibitions", Section 16A-22 'Prohibited signs and activities', Subsection (c) 'Certain illuminated signs prohibited', Subsection (2), (a) and (b) to hereinafter read as follows:

"CHAPTER 16A – SIGN GUIDELINES

ARTICLE I. GENERAL PROVISIONS

. . . . .

ARTICLE VII. PROHIBITIONS

Sec. 16A-22. – Prohibited signs and activities.

(a) Signs not otherwise described. . . .

. . . . .

(c) Certain illuminated signs prohibited.

(1) . . . . .

(2) Moving, flashing, animated, intermittently lighted, changing color, revolving or similarly constructed signs, beacons, jump clocks or digital devices

showing pricing information, the time, temperature and similar data are prohibited.

Exceptions:

a. Scoreboards located in public parks, or public or private secondary school or athletic facilities after receiving a building and/or other applicable permits from the building official.

b. Signs with changeable electronic messages or images as permitted and approved by the building official as set forth herein:

1. The message or image displayed in such signs shall not change more often than once in every eight seconds. All message changes shall be completed within two seconds, and must occur simultaneously on the entire sign face.

2. Moving, animated, flashing, intermittent, scrolling or streaming messages or images shall not be permitted, nor may changeable electronic signs consist of a static image projected upon a stationary object.

. . . . ."

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

SECTION 3. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 4. 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 hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 5. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Duncanville, Texas as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two thousand dollars ($2,000.00) for each offense.

SECTION 6. That this ordinance shall take effect from and after its passage and the publication of the caption as the law and Charter in such cases provide.

SECTION 7. This Ordinance shall take effect immediately upon adoption.

DULY PASSED by the City Council of the City of Duncanville, Texas, on the _____ day of _____ 2024.

APPROVED:

_____
Greg Contreras, Mayor

ATTEST:

_____
Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____
Robert E. Hager, City Attorney

DRAFT

4862-3835-6421, v. 1

ORDINANCE NO. 2024-2464

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF DUNCANVILLE, TEXAS, BY AMENDING CHAPTER 16A- SIGN GUIDELINES, ARTICLE VII 'PROHIBITIONS' BY AMENDING SECTION 16A-22 'PROHIBITED SIGNS AND ACTIVITIES', SUBSECTION (C) 'CERTAIN ILLUMINATED SIGNS PROHIBITED', SUBSECTION (2), (A) AND (B) BY CLARIFYING CERTAIN ILLUMINATED SIGNS; PROVIDING A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council desires to amend Section 16A-22 and believes the amendment best serves the general welfare of the City and its residents to promote the health, safety, and welfare of the public.

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

SECTION 1. That Chapter 16A "Sign Guidelines" of the Duncanville Code of Ordinances is hereby amended by amending Article VII "Prohibitions", Section 16A-22 'Prohibited signs and activities', Subsection (c) 'Certain illuminated signs prohibited', Subsection (2), (a) and (b) to hereinafter read as follows:

"CHAPTER 16A – SIGN GUIDELINES

ARTICLE I. GENERAL PROVISIONS

. . . . .

ARTICLE VII. PROHIBITIONS

Sec. 16A-22. – Prohibited signs and activities.

(a) Signs not otherwise described. . . .

. . . . .

(c) Certain illuminated signs prohibited.

(1) . . . . .

(2) Moving, flashing, animated, intermittently lighted, changing color, revolving or similarly constructed signs, beacons, jump clocks or digital devices

showing pricing information, the time, temperature and similar data are prohibited.

Exceptions:

a. Scoreboards located in public or private secondary school athletic facilities after receiving a building and/or other applicable permits from the building official.

b. Signs with changeable electronic messages or images as permitted and approved by the building official as set forth herein:

1. The message or image displayed in such signs shall not change more often than once in every eight seconds. All message changes shall be completed within two seconds, and must occur simultaneously on the entire sign face.

2. Moving, animated, flashing, intermittent, scrolling or streaming messages or images shall not be permitted, nor may changeable electronic signs consist of a static image projected upon a stationary object.

. . . . ."

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

SECTION 3. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 4. 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 hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 5. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Duncanville, Texas as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two thousand dollars ($2,000.00) for each offense.

SECTION 6. That this ordinance shall take effect from and after its passage and the publication of the caption as the law and Charter in such cases provide.

SECTION 7. This Ordinance shall take effect immediately upon adoption.

DULY PASSED by the City Council of the City of Duncanville, Texas, on the _____ day of _____ 2024.

APPROVED:

_____
Greg Contreras, Mayor

ATTEST:

_____
Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____
Robert E. Hager, City Attorney

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider approval of Resolution 2024-276 for a License Agreement with Youth Scoreboards, L.L.C. for video scoreboards at Harrington Park.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**
- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Bart Stevenson, Director of Parks and Recreation

BACKGROUND/HISTORY:
Staff has had several conversations with representatives of Youth Scoreboards, a company that provides scoreboards for the rights to exhibit video advertising before and after games, as well as between innings. As discussed at the May 21, 2024 Council Briefing, Youth Scoreboards is proposing to provide video scoreboards free of charge for the primary fourplex of baseball fields at Harrington Park. These fields meet the current attendance requirements for Youth Scoreboards. The City of Duncanville will only be responsible for the cost of providing electricity to the scoreboards at an estimated $12,000. This cost will be funded through FY24 park maintenance operations division. The boards are operated locally utilizing an app on a cellular phone or device. Within the proposed agreement, once Youth Scoreboards' advertising revenues reach the cost of the scoreboards, they will then share 20% of the revenues with the City. In addition, 5% of the advertising space will be provided to Duncanville to promote local City-sponsored events and programs. Youth Scoreboards are currently working with Cedar Hill, Euless, Garland, Carrollton, and Houston.

POLICY EXPLANATION:
An amendment to the City's advertising ordinance on public property will be brought to Council to allow for the advertisement on park property.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
N/A	N/A	N/A

ACTION ALTERNATIVES:

1. Approve a License Agreement with Youth Scoreboards, L.L.C. for placement of video scoreboards at Harrington Park.
2. Do not approve a License Agreement with Youth Scoreboards, L.L.C..
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-276 - Youth Scoreboards License Agreement - Pdf

RESOLUTION NO. 2024-276

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING RESOLUTION 2024-276 FOR A LICENSE AGREEMENT ATTACHED HERETO AS EXHIBIT A WITH YOUTH SCOREBOARDS, L.L.C.; AUTHORZING THE CITY MANAGER OR THEIR DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Council of the City of Duncanville, Texas desires to replace and improve the scoreboards at Harrington Park, 1815 S. Cockrell Hill Boulevard; and

WHEREAS, Youth Scoreboards, L.L.C. will provide four video scoreboards, install the scoreboards, and maintain the scoreboards; and

WHEREAS, Youth Scoreboards, L.L.C. will provide 5% of advertising space to city-sponsored events and programs; and

WHEREAS, Youth Scoreboards, L.L.C. will share 20% of all advertising revenue to the City of Duncanville once the cost of the scoreboards and their installation is recouped by the company.

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

SECTION 1. The City Council of the City of Duncanville, Texas approves Resolution 2024-276 for a License Agreement attached hereto as Exhibit A with Youth Scoreboards, L.L.C..

SECTION 2. The City Council of the City of Duncanville, Texas hereby authorizes the City Manager or their designee to execute all necessary documents.

SECTION 3. This Resolution shall become effective immediately following its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

EXHIBIT A

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the "License") is entered into and made effective as of June 1, 2024__ (the "**Effective Date**"), by and between:

(1) City of Duncanville, Texas l ("**Licensor**"), and

(2) Youth Scoreboards, L.L.C., an Oklahoma limited liability company, its successors, and assigns ("**Licensee**").

RECITALS:

WHEREAS Licensor owns real property hereinafter the Harrington Park baseball/softball fields it operates in the City of Duncanville, and the state of Texas (the "**Baseball/Softball Field Sites**").

WHEREAS Licensee desires to provide Licensor with **four (4)** baseball/softball scoreboards and video boards (the "**Scoreboards**") for use at the Baseball/Softball Field Sites.

WHEREAS Licensor desires to license to Licensee one **(1) section** of land at the Baseball/Softball Field Sites (one section at each baseball field) with dimensions of approximately 20 feet by 20 feet, more or less, for the placement of the Scoreboards (a depiction of the Baseball/Softball Field Sites marking the **(1) section** of land to be licensed is attached hereto as **Exhibit D** , the "**Licensed Premises**" located on the Harrington Park Baseball/Softball Field Sites; and

WHEREAS Licensee desires to license the Licensed Premises from Licensor.

NOW THEREFORE, in consideration of the foregoing recitals, of mutual promises of Licensor and Licensee, and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Licensor and Licensee agree as follows:

ARTICLE 1: Licensed Premises; Authority to License

1.1 LICENSE: Licensor hereby licenses to Licensee hereinafter the Licensed Premises located on the Harrington Park Baseball/Softball Field Sites. The Licensee takes the Licensed Premises "as is" as of the Effective Date.

1.2 AUTHORITY: Licensor shall obtain all necessary approvals, as the case may be, to enter into this License.

ARTICLE 2: Term and Termination

2.1 INITIAL TERM: The initial term of this License is **ten (10) years** and shall commence on the Effective Date and expire on **June 1, 2034** (the "**Term**").

2.1(a) OPTIONAL RENEWAL TERM: The renewal term of this License is ten (10) years and may commence on the expiration date of the Initial Term, provided approval for a renewal term is approved by and through the Duncanville City Manager, of the City of Duncanville elects **to not renew** for an optional term, the agreement is effectively terminated at the end of the initial term period.

2.2 TERMINATION: Either Party may terminate this License once the Licensee's initial investment is recovered, and then at any time upon one hundred and eighty (180) days' prior written notice to Licensor or Licensee in the event that either party determines, in its sole discretion. The decommission and removal at Licensee costs, of the scoreboards would take place after notice of termination and only during the "offseason" to be defined during the timeframe of November 1st – February 28th.

ARTICLE 3: Use of Licensed Premises

3.1 PERMITTED USE, DAILY OPERATIONS AND COSTS:

(a) Licensee shall use the Licensed Premises solely for the use, installation, and maintenance of the Scoreboards, and for any other use necessary or ancillary to the installation and maintenance of the Scoreboards.

(b) The day-to-day operation of the Scoreboards shall be performed by Licensor, at Licensor's cost, in accordance with manufacturer's instructions, requirements and recommendations. Licensor agrees to provide all electrical power required to operate the Scoreboards and Licensor shall be responsible for the costs associated with bringing the electrical power to the Scoreboards and the cost of electricity to operate the Scoreboards. The Licensor shall be responsible for updating the Scoreboards on a real-time basis. **Licensor shall safely store all remote-control devices for each of the Scoreboards and shall pay any and all costs associated with the loss, damage, and/or replacement of any remote-control device.**

3.2 REPAIRS; MAINTENANCE: Licensor, at its sole cost, and be responsible for the performance of all repairs of the Scoreboards damaged by negligence of Licensor's, it's employees or agents, including all associated costs of such maintenance and repair. Licensee shall be responsible for **the performance of all other maintenance and repair of the Licensed Premises**, including the associated costs thereof.

3.3 SUBSTANTIAL REPLACEMENT: Notwithstanding the provisions of Section 2.1 (b) if the Licensee recommends to the Licensor Substantial Replacement on the installations, an additional Term of 10 years may be added to the length of this agreement, if approved by written amendment to this License Agreement by the Duncanville City Council. Substantial Replacement occurs if the Licensee is required to replace, add, or upgrade elements in which the amount would

be in excess of 50% of the original installation cost as defined in par. 2.2.

ARTICLE 4: Ground License Fee

4.1 GROUND LICENSE FEE: Licensee shall pay to Licensor an annual fee of **ONE DOLLAR per year ($1.00)** (the "**Ground License Fee**"), for the **first two (2) years**, and thereafter a license use fee determined Article 5, Advertising Revenue.

4.2 PAYMENT OF GROUND LICENSE FEE: The Ground License Fee shall be due on December 1 of each year during the Term of the License. Licensor agrees to invoice Licensee 30 days prior to the due date of the $1 annual license fee but Licensee's failure to pay the $1 fee on the due date shall not be deemed a material breach of this agreement.

ARTICLE 5: Advertising; Revenue Sharing; Promotion

5.1 ADVERTISING: The parties agree that Licensee shall have the right to sell advertising space to be displayed on each of the Scoreboards, as well as the foul poles currently existing at each Baseball Field Site. Licensor shall not solicit existing or potential purchasers of advertising space without the prior written consent of Licensee. All advertising sales shall be approved or denied from the business verticals list in **Exhibit (D)** between Licensee and Licensor. This list may be adjusted from time to time by Licensee and Licensor with coordinated approvals, in writing. All advertising of the space shall be completed by the Licensee, and the Licensee shall determine pricing for the advertising space. Licensee shall not display advertising for **from any businesses listed in the 'Categories Not Accepted" section of Exhibit (D)**. **All advertising shall comply with all Federal, State, and Local laws and ordinances.**

5.2 A **5% advertising inventory** of Pre-approved (by Licensee) Community and Licensor-related announcements will be aired on the video boards at no charge to the Community and Licensor.

5.3 REVENUE SHARING: Within ninety (90) days from the end of each calendar year during the Term, Licensee shall deliver to Licensor, an amount equal to 20% of the net advertising revenue net of all operational costs (the "Revenue Share Payment") for the completed calendar year term of the agreement. Operational costs shall include, without limitation, Scoreboard, Video Board, Freight, Installation, Warranties, Maintenance, Sales, Administrative, Legal, and Miscellaneous. Licensee will provide a statement showing gross advertising revenue, all items of cost and net advertising revenue to Licensor with each Revenue Share Payment.

5.4 PROMOTIONAL MATERIAL. Licensor shall provide space at each Baseball Field Site for banners and other advertising material promoting Licensee and its role in providing the Scoreboards for Licensor's use.

ARTICLE 6: Ownership Rights

6.1 OWNERSHIP OF SCOREBOARDS: The Scoreboards on the Licensed Premises and all equipment used in connection with installing, operating, and maintaining the Scoreboards are owned by Licensee and shall continue to be owned by Licensee throughout the Term of this License.

6.2 SURRENDER OF LICENSED PREMISES UPON EXPIRATION OF LICENSE TERM:

Upon the expiration of the Term, Licensee shall surrender the Licensed Premises to Licensor, cause the removal of the Scoreboards and all related equipment at its sole cost, and Licensee shall have no right to further occupy the Licensed Premises.

ARTICLE 7: Liability, Damage, Insurance, Taxes

7.1 LICENSEE'S LIABILITY; LICENSOR'S LIABILITY: Licensee assumes sole responsibility and liability to all employees, agents, representatives, invitees, guests, customers, and licensees of Licensee who come upon the Licensed Premises and shall defend, indemnify, and hold Licensor harmless against all liability and claims for injury or damage to said persons or their property to the extent allowed by Texas laws. Licensor assumes sole responsibility and liability to all employees, agents, representatives, invitees, guests, customers, and licensees of Licensor who come upon the Licensed Premises and shall defend, indemnify, and hold Licensee harmless against all liability and claims for injury or damage to said persons or their property to the extent allowed by Texas laws.

Indemnification for Injury and Performance

Licensor hereby agrees to protect, defend, indemnify, and hold harmless the Licensee, its officers, agents, servants, and employees (hereinafter individually and collectively referred to as "Indemnitees"), from and against suits, actions, claims, losses, liability, or damage of any character, and from and against costs and expenses, including, in part, attorney fees incidental to the defense of such suits, actions, claims, losses, damages or liability on account of injury, disease, sickness, including death, to any person or damage to property including, in part, the loss of use resulting therefrom, arising from any negligent act, error, omission or neglect of Licensor, its officers, employees, servants, agents or subcontractor's, or anyone else under Licensor's direction and control, and arising out of, occurring in connection with, resulting from or caused by the negligent performance or failure of performance of any work or services called for by this Contract, or from conditions created by the performance or non- performance of said work or services. In the event one or more of the Indemnitees is determined by a court of law to be jointly or derivatively negligent or liable for such damage or injury, Licensor shall be obligated to indemnify Licensee as provided herein in a proportionate basis in accordance with the final judgment, after all appeals are exhausted, determining such joint or derivative negligence or liability.

The Licensor's obligations under this section shall not be limited to the limits of coverage of insurance maintained or required to be maintained by Licensor under this agreement. This provision shall survive the termination of this agreement.

7.2 PAYMENT BY LICENSOR: If Licensor is required to pay any sum that is Licensee's responsibility or liability, Licensee shall reimburse Licensor for the payment and for reasonable expenses caused thereby. If Licensee is required to pay any sum that is Licensor's responsibility or liability, Licensor shall reimburse Licensee for the payment and for reasonable expenses caused thereby.

7.3 INSURANCE: The Licensor has and will continue to provide general liability and

property insurance on the Licensed Premises, including the Scoreboards as may be allowed by the Licensor's Insurance provider. Such general liability policy shall have a combined single limit of not less than $1,000,000.00. The Licensor shall provide Licensee with copies of all policies and renewals of policies.

7.4 PROPERTY TAX: The City of Duncanville is a tax-exempt governmental entity in Texas.

ARTICLE 8: General Provisions

8.1 NOTICE: Any notices required or permitted to be given hereunder shall be deemed to have been duly given if in writing and (i) delivered personally; (ii) sent by United States first class mail, postpaid, addressed; (iii) delivered by facsimile with confirmation receipt; or (iv) by email with a return email from recipient confirming receipt (automatic "read receipt" is not sufficient to confirm receipt by email delivery) to the following addresses:

To Licensor:

City of Duncanville, Texas
c/o Procurement Office
213 East Wheatland Rd
Duncanville, Texas 75116
Email:
purchasing@duncanvilletx.gov

To Licensee

Youth Scoreboards, L.L.C.
c/o Jon Phillips
913 N. Broadway
Oklahoma City, OK 73102
Email: jphillips@youthscoreboards.com

8.2 ASSIGNMENT: Neither party shall assign, sublicense, sell, or otherwise convey any of their rights under this License without the prior written consent of the other party except Licensee may assign this Agreement to any third party which acquires all, or substantially all, of its assets.

8.3 SEVERABILITY: In case any one or more of the provisions or parts of a provision contained in this License is, for any reason, held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision or part of a provision of this License.

8.4 WAIVER: The waiver by Licensor at any given time of any term or condition of this License, or the failure of Licensor to take action with respect to any breach of any the term or condition, shall not be deemed to be a waiver of the term or condition with regard to any subsequent breach of the term or condition, or of any other term or condition of the License.

8.7 HEADINGS: The headings appearing in this License are for convenience only and are not a part of this License and do not in any way limit or amplify the terms or conditions of this License.

8.8 ENTIRE AGREEMENT: This License sets forth the entire agreement between Licensor and Licensee with respect to the leasing of the Licensed Premises. It is binding upon and inures to the benefit of these parties and, in accordance with the provisions of this License, their respective successors in interest. This License may be altered or amended only by written notice executed by Licensor and Licensee or their legal representatives or in accordance with the provisions of this License.

8.9 GOVERNING LAW; JURISDICTION: This License shall be construed in accordance with and governed for all purposes by the laws of Texas, except for any conflict of law rule that would cause the law of another jurisdiction to apply. Any dispute arising hereunder shall be referred to and heard in a court located in Dallas County, Texas.

8.10 MEMORANDUM OF LICENSE: The parties agree to execute a Memorandum of License. The Memorandum of License shall not set forth the rent or other charges payable by Licensee under this License. It shall expressly state that it is executed pursuant to the provisions contained in this License and is not intended to vary the terms and conditions of this License.

8.11 Successors. This Agreement will inure to the benefit of and be binding upon the parties hereto and their respective heirs, legal representatives, successors, and assigns.

8.12 Dispute Resolution. If a dispute arises out of or relates to the Contract, or the breach thereof, the parties agree to negotiate prior to prosecuting a suit for damages. However, this section does not prohibit the filing of a lawsuit to toll the running of a statute of limitations or to seek injunctive relief. Either party may make a written request for a meeting between representatives of each party within fourteen (14) calendar days after receipt of the request or such later period as agreed by the parties. Each party shall include, at a minimum, one (1) senior level individual with decision-making authority regarding the dispute. The purpose of this and any subsequent meeting is to attempt in good faith to negotiate a resolution of the dispute. If, within thirty (30) calendar days after such a meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will proceed directly to mediation as described below. Negotiation may be waived by a written agreement signed by both parties; in which event the parties may proceed directly to mediation as described below.

If the efforts to resolve the dispute through negotiation fail, or the parties waive the negotiation process, the parties may select, within thirty (30) calendar days, a mediator trained in mediation skills to assist with resolution of the dispute. Should they choose this option; the CITY and the LICENSOR agree to act in good faith in the selection of the mediator and to give consideration to qualified individuals nominated to act as mediator. Nothing in the Contract prevents the parties from relying on the skills of a person who is trained in the subject matter of the dispute or a contract interpretation expert. If the parties fail to agree on a mediator within thirty (30) calendar days of initiation of the mediation process, the mediator shall be selected by the Dallas County Alternative Dispute Resolution Program (DCAP). The parties agree to participate in mediation in good faith for up to thirty (30) calendar days from the date of the first mediation session. The Licensee and the LICENSOR will share the mediator's fees equally and the parties will bear their own costs of participation such as fees for any consultants or attorneys they may utilize to represent them or otherwise assist them in the mediation.

8.13 Funding and Non-Appropriation Clause

Intentionally deleted as not applicable as no taxpayer supported dollars are expended.

8.14 Business Prohibitions and Requirements

A. Prohibition on Contracts with Companies Boycott of Israel

By executing this contract, LICENSOR verifies that it does not Boycott Israel, and agrees that during the term of this Contract will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.

B. Transactions with an Abortion Provider or Affiliate

LICENSOR certifies that it is not an abortion provider nor an affiliate of such a provider as noted in Texas SB 22, codified in Texas Government Code Chapter 2272, and effective September 1, 2019. If this provision is violated by Licensor, Agreement and/or taxpayer resource transaction is voidable by LICENSEE and Offeror agrees to defend and indemnify LICENSEE against any action brought by the Office of the Attorney General for a violation of Section 2272.003. https://www.texasattorneygeneral.gov/abortion-provider-affiliate-transactions-prohibited#:~:text=Except%20as%20otherwise%20specified%20in,affiliate%20of%20an%20abortion%20provider.

C. Prohibition against doing business with Foreign Terrorist Organizations

By executing this contract, LICENSOR verifies that, pursuant to Texas Government Code, Chapter 2252, Section 2252.152, and Section 2252.153, it does not appear on the Comptroller of the State of Texas listing of companies which do business with Iran, Sudan, or any Foreign Terrorist Organization, as identified under Section 806.051, Section 807.051 or Section 2253.253, listing of companies.

D. Discrimination Against Firearm & Ammunition Industries

Vendor certifies and verifies that (1)neither Vendor, nor any affiliate, subsidiary or parent company of Vendor, if any (the “Vendor Companies”), does not have a written or unwritten internal practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on its status as a firearm entity or firearm trade association and (2) Vendor agrees that Vendor and Vendor Companies will not discriminate during the term of the contract against a firearm entity or firearm trade association based solely on its status as a firearm entity or firearm trade association during the term of this agreement pursuant to the provisions of Texas Government Code Chapter 2274.For purposes of this Agreement, the term “"Discriminate against a firearm entity or firearm trade association” shall have the meaning defined in Texas Government Code Chapter 2274.

E. Boycotting of Energy Companies

Vendor certifies and verifies that it is not a company identified on the Texas Comptroller’s list of companies known to boycott energy companies, as defined in Texas Government Code Chapter 809. Vendor further certifies and verifies that neither Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any (the “Vendor Companies”), boycotts energy companies and Vendor agrees that Vendor and Vendor Companies will not boycott energy companies during the term of this agreement pursuant to the provisions of Texas Government Code Chapter 809. For

purposes of this Agreement, the term "boycott energy company" shall have the meaning defined in the Texas Government Code Chapter 80.

F. Certificate of Interested Parties Electronic Filing (See Exhibit C)
No officer, employee, independent consultant, or elected official of the LICENSEE who is involved in the development, evaluation, or decision-making process of the performance of any solicitation or contract shall have a financial interest, direct or indirect, in the Contract resulting from that solicitation or proposal. Any violation of this provision, with the knowledge, expressed or implied, of the LICENSOR shall render the Contract voidable by the LICENSEE. In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that the LICENSEE of Duncanville may not enter into this contract unless the LICENSOR submits a disclosure of interested parties (Form 1295) to the LICENSEE at the time the LICENSOR submits the signed contract. The Texas Ethics Commission has adopted rules requiring the business entity to file Form 1295 electronically with the Commission. LICENSOR will be required to furnish a Certificate of Interest Parties before the contract is awarded, in accordance with Government Code 2252.908. https://www.ethics.state.tx.us/filinginfo/1295/

The LICENSEE must acknowledge the receipt of the filed Form 1295 by the 30th day after Council award. Once a Form 1295 is acknowledged, it will be posted to the Texas Ethics Commission's website within seven business days.

9.0 Force Majeure
The Licensee, any Customer, and the LICENSOR shall not be responsible for performance under the Contract should it be prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of Licensee. In the event of an occurrence under this Section, the LICENSOR will be excused from any further performance or observance of the requirements so affected for as long as such circumstances prevail, and the LICENSOR continues to use commercially reasonable efforts to recommence performance or observance whenever and to whatever extent possible without delay. The LICENSOR shall immediately notify the CITY of Duncanville Chief Procurement Officer by telephone (to be confirmed in writing within five (5) calendar days of the inception of such occurrence) and describe at a reasonable level of detail the circumstances causing the non-performance or delay in performance.

EACH PARTY ACKNOWLEDGES THAT, IN EXECUTING THIS AGREEMENT, SUCH A PARTY HAS HAD THE OPPORTUNITY TO SEEK THE ADVICE OF INDEPENDENT LEGAL COUNSEL AND HAS READ AND UNDERSTOOD ALL OF THE TERMS AND PROVISIONS OF THIS AGREEMENT. THIS AGREEMENT SHALL NOT BE CONSTRUED AGAINST ANY PARTY BY REASON OF THE DRAFTING OR PREPARATION HEREOF.

This Agreement may be executed in multiple counterparts, including by fax or email, each an original, but all considered part of one Agreement. The parties agree to transact business electronically. Any statutory requirements that certain terms be in writing will be satisfied using electronic documents and signing. Electronic signing of this document will be deemed original for all legal purposes. IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and day first above written.

IN WITNESS WHEREOF, the parties have executed this License as of the Effective Date.

LICENSOR: **CITY OF DUNCANVILLE, TEXAS**

BY: _____
PRINT NAME: Doug Finch
TITLE: City Manager

LICENSEE: **YOUTH SCOREBOARDS, L.L.C.**, an Oklahoma limited liability company

BY: Jon Phillips
Jon Phillps, CEO

Exhibit A – Conflict of Interest Form

NOTICE TO VENDORS AND INSTRUCTIONS FOR CONFLICT-OF-INTEREST QUESTIONNAIRE

H.B. 914, passed during the 2005 Texas legislative session, became effective on January 1, 2006. The bill enacts Local Government Code Chapter 176. That bill requires a vendor that wishes to conduct business or be considered for business with the City of Duncanville to file a "conflict of interest questionnaire." The Texas Ethics Commission (TEC) created the conflict-of-interest questionnaire (FORM CIQ).

Section 176.006 requires disclosing a person's "affiliations or business relationships that might cause a conflict of interest." The term "affiliation" is not defined in Chap. 176. However, the general definition of "affiliation" would mean any association or connection. So, any affiliation, including friendship, membership in some group or organization, residence in the same neighborhood, relationship by blood or marriage, or any other connection, must be disclosed.

How to fill out the Conflict-of-Interest Questionnaire form:

Each number below corresponds with the number on FORM CIQ:

1. Fill in the full name of the person (you) trying to do business with the City of Duncanville. If the business is a corporation, partnership, etc., then each person who acts as an agent for the business in dealings with the City of Duncanville must complete this form.

2. Check box if the form is an update to a form previously completed. Updates are required by law by September 1 of each year in which the person submits a proposal, bid or response to the City of Duncanville or begins contract discussions or negotiations with the City of Duncanville. Updates are also required by the 7th business day after an event that makes a statement in a previously filed questionnaire incomplete or inaccurate.

3. Describe how you are affiliated or related to a City of Duncanville employee, City Council member, or contractor with the City of Duncanville (such as an engineering or architectural firm) who makes recommendations to the City for awards. **If no affiliation or business relationship exists, state "None."**

4. Describe how you are affiliated with or related to a local government officer. **If no affiliation or business relationship exists, state "None."**

5. Complete this Section by listing the name of each local government officer with whom there is an affiliation or business relationship, and you check the "Yes" box in Section 5 A, B, or C.

6. Describe <u>any other</u> affiliation or business relationship that might cause a conflict. If no conflicts check the #4 box as well.

7. **Signature box. Date and sign the form. <u>A signature is required from the person completing the form even if "None" entered in boxes 3, 4, & 6.</u>**

Duncanville
City of Champions

CONFLICT OF INTEREST QUESTIONNAIRE - FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government, Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

1 **Name of vendor who has a business relationship with local governmental entity. Youth Scoreboards**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 **Name of local government officer about whom the information in this section is being disclosed.**

Jon Phillips

Name of Officer

This section, (item 3 including subparts A, B, C & D), must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of one percent or more?

☐ Yes ☐ No

D. Describe each employment or business and family relationship with the local government officer named in this section.

4 ☑ **I have no Conflict of Interest to disclose.**

5 Jon Phillips — Signature of vendor doing business with the governmental entity

5-24-24 — Date

Exhibit B – Form 1295 Instructions

Certificate of Interested Parties Electronic Filing

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that the CITY may not enter into this contract unless the LICENSOR submits a disclosure of interested parties (Form 1295) to the CITY at the time the LICENSOR submits the signed contract. The Texas Ethics Commission has adopted rules requiring the business entity to file Form 1295 electronically with the Commission.

LICENSOR will be required to furnish a Certificate of Interest Parties before the contract is awarded, in accordance with Government Code 2252.908.

The LICENSOR shall:

1. Log onto the State Ethics Commission Website at : https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
2. Register utilizing the tutorial provided by the State.
3. Print a copy of the completed Form 1295
4. Enter the Certificate Number on the signature page of this contract.
5. Complete and sign the Form 1295
6. Email the form to purchasing@duncanville.com with the contract number in the subject line. (EX: Contract 1234 – Form 1295)

The CITY must acknowledge the receipt of the filed Form 1295 not later than the 30th day after Council award. Once a Form 1295 is acknowledged, it will be posted to the Texas Ethics Commission's website within seven business days.

Exhibit C– Texas House Bill 89 Verification Statement

For the City of Duncanville, Texas Agreements

I, Jon Phillips, the undersigned representative of Youth Scoreboards, LLC (hereafter referred to as company) do hereby verify that the company named above,

under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, Texas Government Code:

1. *"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

5-24-24	*Jon Phillips*
DATE	SIGNATURE OF COMPANY REPRESENTATIVE

Exhibit C – Advertising List

Approved business verticals for Duncanville TX Parks and Recreation Youth Scoreboard Advertising Program

1. Insurance, both carriers and agents
2. Real Eastate, both brokers and firms
3. Fast Food Restaurants
4. Casual “sit down” restaurants (minus any adult themed establishment i.e. Hooters, Twin Peaks etc.)
5. Wireless carriers
6. Wireless repair facilities
7. Grocery Stores
8. Sporting Goods stores
9. Convenience stores
10. Fuel compagnies, Phillips 66, Valerio etc.
11. Hotel chains
12. Baseball/softball training facilities
13. Heating and air companies
14. Plumbing companies
15. Home builders/developers
16. Apartment complexes
17. Legal firms
18. Non-alcoholic beverages, sports drinks, soft drinks, water
19. Auto dealerships, auto brands, dealer groups
20. Auto repair businesses
21. Food delivery services
22. Consumer package products
23. Clothing retailers
24. Banks/Financial services
25. Hospitals
26. Urgent Care facilities
27. Dentists
28. Ophthalmologists/Eye care centers
29. Orthopedic Doctors/centers
30. Travel/Tourism
31. General industry-employee recruitment advertising

Non-approved Categories of business advertising:

Tobacco and alcohol ads, vaping, CBD or other THC products, gambling, lottery, anything sexually related, political candidate ads, guns, and ammo.

No advertisements shall be allowed that do not comply with Federal, State, or Local laws and ordinances.

Exhibit D – Licensed Premises

Harrington Park – 4 Fields
Youth Scoreboards

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Consider a Resolution approving a waiver to the DCEDC to allow for the possession, distribution, and consumption of beer and wine at such special event in accordance with Section 12.205 of the Code of Ordinances by approved vendor(s), providing for camping or overnight occupancy within Armstrong Park; providing for regulations and conditions for such use; providing for a waiver of applicable distance requirements under Section 12-201 of the Code of Ordinances.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Advance: Marketing Strategy of the City and Community Engagement Plan**
  - **Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.**

STAFF RESPONSIBLE:
Angela Owens, City Event Planner

BACKGROUND/HISTORY:
The Duncanville Community and Economic Development Corporation has developed the Red, White, and BBQ festival event beginning in 2024. This event is in response to the council's request for staff to develop multi-day "signature events." As with previous events, preparation for the event has begun among staff, including Police, Fire, Public Works, and Parks.

THE EVENT SPECIFICS
The Red, White, and BBQ The event will be open to the public from 1:00 pm – 10:00 pm on Thursday, July 4, 5:00 pm – 10:00 pm, Friday, July 5, and Saturday, July 6, from 10:00 am – 10:00 pm. The extended time to 10:00 am on Sunday, July 7, will allow for overnight camping in the park for those cookers who choose to remain, as the event does not end until 10:00 pm.

The event area will be fenced completely, and volunteers will monitor all entryways. This is a requirement for TABC, and alcohol will not be permitted to leave the fenced area. An additional fenced area will be provided for vendors who choose to sell alcohol separate from the traditional vendor area. Patrons will be required to wear a wristband indicating they have shown government ID and confirmed their age.

The safety command center will be in the City Hall Briefing Room and will be manned by a representative from Emergency Management, Police, and Fire. The barbecue tasting and judging area will be located in the Poe-Hobden Amphitheater. Portable toilets and hand-washing stations will be provided to supplement the public restrooms in the park. The cooks will be camping overnight in the park, which is included in the resolution and waiver.

Public Safety

After meeting with the Duncanville Police Department, based on previous events and best practices, the Department has recommended that two officers be present overnight between July 5 and 6. While attendance is the highest during the event, they recommend 40 officers for July 4, 5 for July 5, and 8 for July 6.

The Fire Department will be on call as necessary, and dedicated access to the westbound lane of James Collins will be provided. CERT and Citizens on Patrol have been invited to participate in the event, which will be located near the Splash Pad. Evacuation shelters will be established at the Recreation Center, Senior Center, Annex, and City Hall should it be necessary to move patrons indoors for emergency purposes.

POLICY EXPLANATION:

In June 2015, the City Council adopted changes to the Special Events ordinance to allow the sale and consumption of alcoholic beverages on city property with approval from the Council. In addition, the waiver will allow barbecue cookers to camp on park property overnight and a distance waiver from schools and churches.

RECOMMENDATION:

Staff recommend approval of the Resolution and Waiver to the Duncanville Community and Economic Development Corporation for the use of Armstrong Park to allow for the possession, distribution by city-approved vendors and consumption of beer and wine at such special event in accordance with Section 12.205 of the Code of Ordinances; providing for camping or overnight occupancy within the said park Section 12B-15; providing for regulations and conditions for such use; providing for waiver of applicable distance requirement under Section 12-201 of the Code of Ordinances.

FUNDING SOURCE:

ORG and Object Number

NA

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:

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

ATTACHMENTS:

RESO. 2024-282 Red, White, and BBQ Armstrong Code Ordinances Waiver
EXHIBIT A

EXHIBIT B
EXHIBIT C
EXHIBIT D

RESOLUTION NO. 2024-282

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, TO ALLOW THE SALE, DISPENSING AND CONSUMPTION OF ALCOHOLIC BEVERAGES (BEER AND WINE ONLY) IN ARMSTRONG PARK FOR SPECIAL EVENT AND THAT ONLY THE CITY OF DUNCANVILLE'S APPROVED VENDOR(S) SHALL BE ALLOWED TO SELL OR DISPENSE ALCOHOLIC BEVERAGES AND SHALL OBTAIN THE APPROPRIATE ALCOHOLIC BEVERAGES LICENSE AND REQUIREMENTS OF THE TEXAS ALCOHOL BEVERAGE COMMISSION (TABC); AND, FURTHER CONDITIONS MAY REASONABLY BE IMPOSED BY THE CITY MANAGER OR THE TABC; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville provides for the use of the City parkland for special events and

WHEREAS, the City of Duncanville has ordinances and regulations for special events and the possession, distribution, and consumption of alcoholic beverages in connection with special events and

WHEREAS, the Duncanville Community Economic Development Corporation desires to hold a special event in Armstrong Park from July 4-6, 2024, for a Red, White, and BBQ Cook-off, which will host a barbeque competition, music festival, and public event with activities for participants and the public; and

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

SECTION 1. Vendors and participants shall be allowed to sell, dispense, and consume alcoholic beverages (BEER AND WINE ONLY) during the hours of the special event: A. At the designated location in Armstrong Park (Beer and Wine Garden), beginning on Thursday, July 4, from 1:00 PM through Saturday, July 6, 10:00 PM. B. At the designated Armstrong Park (Cookers Designated Area) location from 10:00 a.m. July 5 through 10:00 p.m., July 6. C. That only City of Duncanville's approved vendor(s) shall be allowed to sell or dispense alcoholic beverages and obtain the appropriate alcoholic beverage license and comply with all licensures, consumption, sale, and/or supervision requirements of the Texas Alcoholic Beverage Commission; and subject to the further conditions as may reasonably be imposed by the City Manager or Texas Alcoholic Beverage Commission.

SECTION 2. Registered vendor(s) and/or competitive barbeque participants, including their team members, may remain in Armstrong Park from 10:00 am Friday, July 5, through 10:00 a.m. Sunday, July 7, without regard to the park curfew prohibition in Section 12B-15 of the Code of Ordinances.

SECTION 3. That the City Council waives, to the extent it is applicable, under Section 12- 201 of the Code of Ordinances, the distance separation requirement from any church or school and that such waiver shall expire upon completion of the event on ten o'clock ante meridian (10:00 a.m.) on Sunday, July 7.

SECTION 4. The City Manager may, in his sole discretion, close, suspend, or revoke any of the privileges granted herein if, in his sole opinion, the public safety is in jeopardy or substantial damage has occurred or is likely to occur to premises subject to this permit or other contiguous property.

SECTION 5. This Resolution and the privileges granted herein shall expire at 10:01 a.m. on July 7, 2024. This Resolution shall take effect on and after its adoption by the City Council of the City of Duncanville

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18 day of June, 2024.

APPROVED:

_____
Greg Contreras, Mayor

ATTEST:

_____
Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____
Robert E. Hager, City Attorney

Exhibit A

POLICIES

Sec. 12-201. - Distance to church, school, hospital.

- The sale of alcoholic beverages is prohibited at any location in the city that is within:
    a. A residential zoning district or an identified portion of a planned development district restricted to residential uses except as may otherwise be allowed by the comprehensive zoning ordinance or authorized per Subsection (e) of this section;
    b. Three hundred feet of any church, public or private school, or public hospital;
    c. One thousand feet of a public school if the city council by resolution approves a request from the board of trustees of a school district under V.T.C.A., Education Code § 38.007 or
    d. One thousand feet of a private school if the city council by resolution approves a request from the governing body of the private school.
    e. The sale of alcoholic beverages for a limited time at events hosted in accordance with a facility rental agreement at the Duncanville Fieldhouse or D.L. Hopkins Jr. Senior Center shall be an exception to the distance limitation provided herein.

Sec. 12-205. - Sale of alcohol at special events.

- An individual may obtain from the city council, upon application, a special event alcohol permit, allowing for the sale of beer or alcoholic beverages for a special event. Such permit may only be considered upon receipt of a completed application and a copy of a current permit from TABC authorizing the permittee to sell, dispense, or otherwise serve alcohol at the location. The application and TABC permit must be submitted for consideration in no later than the Thursday two weeks prior to the regularly scheduled city council meeting preceding the event. If the event is to be held within 300 feet of any church, public or private school, or public hospital, then prior to issuance of a permit, the individual must obtain a variance from the city council, in accordance with section 12- 201 (d). The permit shall be valid for the length of the event, not to exceed 14 consecutive days. (Ord. No. 1853R , § 1, 10-20-20)

Sec. 12B-15. - Park curfew hours.

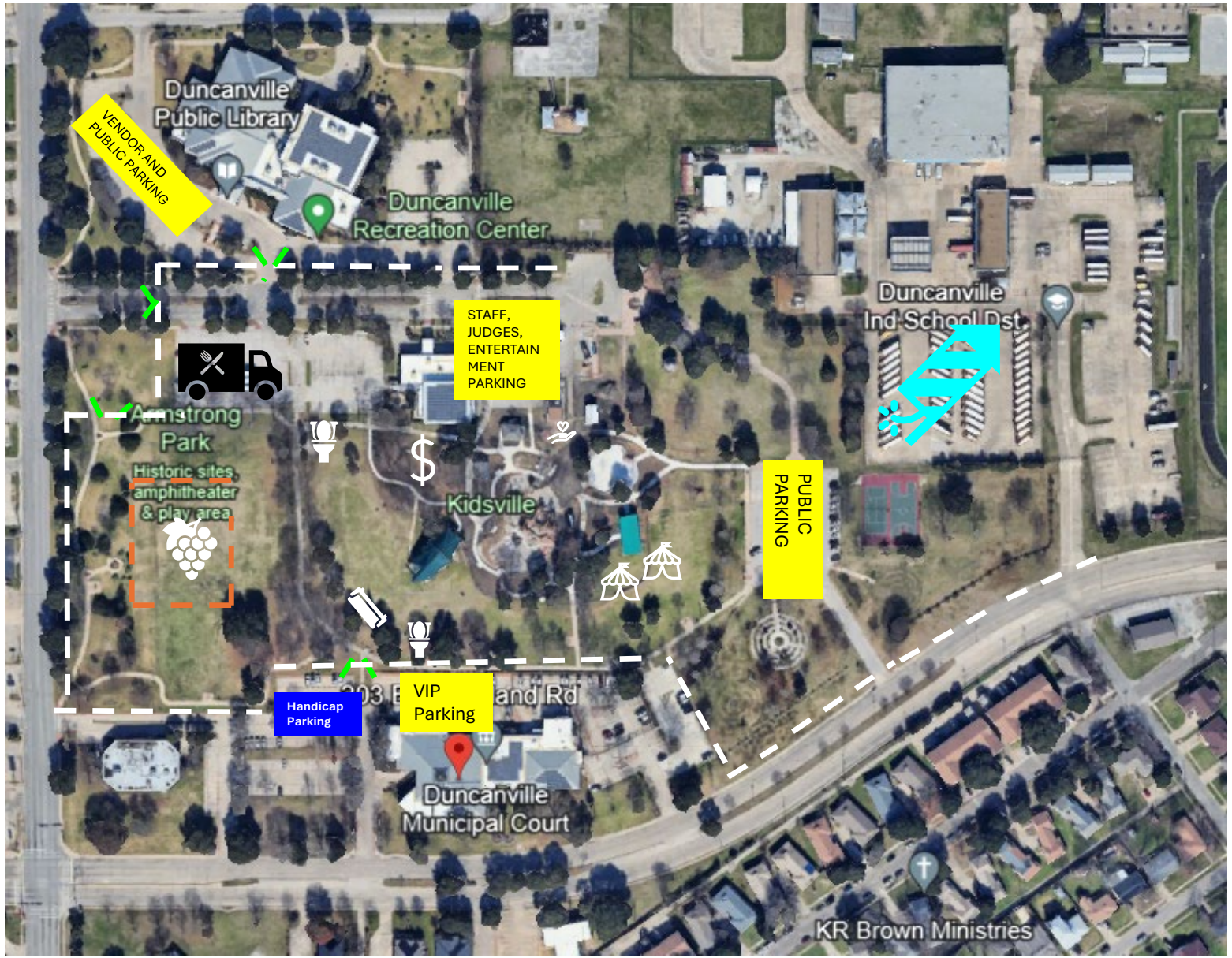
- No person shall occupy, remain, use or be present within Alexander Park, Armstrong Park, Harrington Park, Lakeside Park, or Lions Park after 11:30 p.m. and before 5:00 a.m. without having been issued a valid permit authorizing the use of the park during the curfew hours specified in the permit. No person shall occupy, remain, use or be present within Chris Paris Park, Nichols Park, Oriole Park, Penn Springs Park, Pyburn Park, Quail Run Park, Red Bird Park, Rotary Park, or Willow Run Park after 10:00 p.m. and before 5:00 a.m. without having been issued a valid permit authorizing the use of the park during the curfew hours specified in the permit. It shall be an affirmative defense if the person is operating a motor vehicle on the following public through streets: South Alexander Avenue, Hill City, or Steger Drive.

Exhibit B

Security Plan for Wine and Beer Garden

- No outside alcohol is allowed.
- There will be a fenced area to designate the Wine and Beer Garden.
- There will be someone at the entry point to ensure safety and enforce the rules.
- All who enter must have valid government identification.
- No one under the age of 21 is allowed in this area unless with a parent or guardian.
- Yellow security bracelets, given to the participant upon having their ID checked, must always be worn while inside the Wine and Beer Garden and while consuming alcohol and at any point of the day.

Exhibit C
THURSDAY,
JULY 4



Map Key

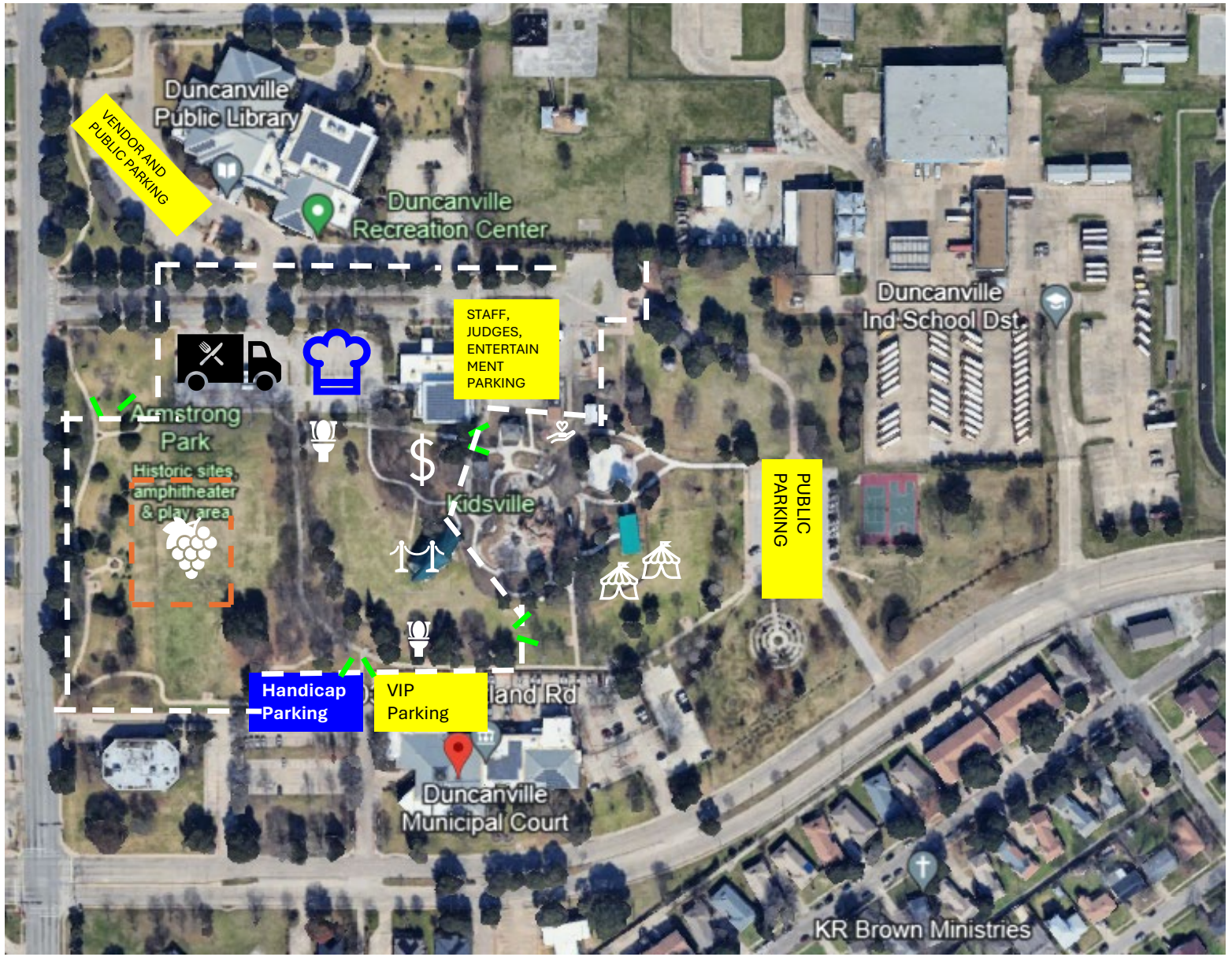
- BBQ Contest
- Judging
- Bathrooms
- Retail Vendors
- Community Activities
- Cert/ ES Services
- Food Vendors
- Wine & Beer Garden

White Dash line is fencing

Orange Fence is fencing for the Wine & Beer Garden

Green Dashes are for public entrances

FRIDAY &
SATURDAY
JULY 5 & 6



Map Key

- Fireworks
- BBQ Contest
- Judging
- Bathrooms
- Retail Vendors
- Community Activities
- Cert/ ES Services
- Food Vendors
- Wine & Beer Garden

White Dash line is fencing

Orange Fence is fencing for the Wine & Beer Garden

Green Dashes are for public entrances

Exhibit D

WAIVER:

Upon this day, June 18, 2024, the City Council of the City of Duncanville approved this waiver to the Duncanville Community and Economic Development Corporation (DCEDC), allowing the sales and consumption of beer and wine in accordance with Texas Alcoholic Beverage Commission requirements during the hours of the special event:

A. At the designated location in Armstrong Park (Beer and Wine Garden), beginning on Thursday, July 4, from 1:00 PM through Saturday, July 6, 10:00 PM.
B. At the designated Armstrong Park (Cookers Designated Area) location from 10:00 a.m. July 5 through 10:00 p.m., July 6.
C. That the Duncanville Community Economic Development Corporation or its vendor shall obtain the appropriate alcoholic beverage license and comply with all licensures, consumption, sale, and/or supervision requirements of the Texas Alcoholic Beverage Commission; and
D. Subject to the further conditions as decided by the City Manager or Texas Alcoholic Beverage Commission.

The City Council of the City of Duncanville permits registered vendor(s) and/or competitive barbeque participants, including their team members, to remain in Armstrong Park from 10:00 am Friday, July 5, through 10:00 a.m. Sunday, July 7, without regard to the park curfew prohibition in Section 12B-15 of the Code of Ordinances.

That the City Council waives, to the extent it is applicable, under Section 12- 201 of the Code of Ordinances the distance separation requirement from any church or school and that such waiver shall expire upon completion of the event on ten o'clock ante meridian (10:00 a.m.) on Sunday, July

This waiver and the privileges granted herein shall expire at 10:01 a.m. on July 7, 2024.

Approved:

_____

GREG CONTRERAS, MAYOR

Attest:

_____

CHIQUITA TAYLOR, City Secretary

Approved as to form:

_____

ROBERT E. HAGER, City Attorney

STAFF REPORT

MEETING: City Council - 18 Jun 2024

TITLE:
Appoint City Councilmembers to serve on the Audit Committee and discuss and consider private citizens' appointment to the Audit Committee, as well as designate a chairman for the committee.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:
The Audit Committee of the Duncanville City Council is chartered to assist the City Council in fulfilling its financial and compliance oversight responsibilities. It is to be the City Council's principal agent in ensuring the independence of the City's annual financial audit, the integrity of City management, and the adequacy of financial disclosures to the public. The Audit Committee serves as the focal point for communication between the City Council, the independent auditor, and City management.

The Audit Committee's primary duties and responsibilities are to:

1. Advise the City Council and management on the selection of the independent auditor;
2. Serve as an independent and objective party to monitor the City's financial and compliance reporting process and internal control system;
3. Review and appraise the audit efforts of the City's independent auditor.

POLICY EXPLANATION:
In accordance with Resolution No. 2015-111714, the Audit Committee shall be appointed at the first regular City Council meeting in June, and is comprised of three or more members as determined by the City Council. Three of the members shall be appointed by the City Council from among its own members. Additionally, two members may be appointed who are not members of the City Council or the City staff in order to ensure that the committee has the needed understanding of governmental finance, accounting, and auditing.

During the past year, City Councilmembers serving on the Audit Committee were:

- Don McBurnett - Chairman of the Audit Committee and City Councilmember
- Karen Cherry-Brown - City Councilmember
- Greg Contreras - former District 5 City Councilmember

During the past year, private citizens serving on the Audit Committee were:

- James Talley - CPA
- VACANT

Audit Committee member James Talley has indicated his willingness to serve another year if so appointed.

Currently, there is one private citizen vacancy on the Audit Committee.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
Appointment of Audit Committee members

ATTACHMENTS:
Reso No 2015-111714 - Audit Committee

RESOLUTION NO. 2024-288

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, CONFIRMING APPOINTMENT OF MEMBERS TO THE CITY COUNCIL AUDIT COMMITTEE FOR A ONE YEAR TERM; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Audit Committee of the Duncanville City Council has hereto been established to assist the City Council in fulfilling its financial and compliance oversight responsibilities; and,

WHEREAS, the Audit Committee shall be appointed annually by the City Council; and,

WHEREAS, three of the members shall be appointed by the City Council from among its own members; and,

WHEREAS, two members may be appointed who are not members of the City Council or the City staff in order to insure that the committee has the needed understanding of governmental finance, accounting, and auditing; and,

WHEREAS, each member shall be appointed for a term of one year; and,

WHEREAS, the chairman of the Audit Committee shall be designated by the City Council;

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

SECTION 1. The Duncanville City Council hereby appoints Councilmembers _____, _____, and _____ to the Audit Committee to serve a one-year term through June 3, 2025.

SECTION 2. The Duncanville City Council hereby reappoints Mr. James Talley, CPA to the Audit Committee to serve a one-year term through June 3, 2025.

SECTION 3. The Duncanville City Council hereby appoints _____, _____, and _____ to the Audit Committee to serve a one-year term through June 3, 2025.

SECTION 4. The Duncanville City Council hereby appoints _____ as the Chair of the Audit Committee to serve a one-year term through June 3, 2025.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of June, 2024.

APPROVED:

_____

Greg Contreras, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

RESOLUTION NO. 2015-111714

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, REPEALING RESOLUTION 2003-102109 IN ITS ENTIRETY AND ESTABLISHING A NEW CITY COUNCIL AUDIT COMMITTEE PROVIDING FOR A PURPOSE, MEMBERSHIP MEETING, DUTIES AND RESPONSIBILITIES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Audit Committee of the Duncanville City Council has hereto been established to assist the City Council in fulfilling its financial and compliance oversight responsibilities by Resolution 2003-102109; and

WHEREAS, the Audit Committee is to be the Duncanville City Council's principal agent in ensuring the independence of the City's financial audit, the integrity of City management, and the adequacy of the financial disclosures to the public; and

WHEREAS, the Duncanville City Council has developed the City of Duncanville City Council Audit Committee to continue outlining the purpose, membership, meetings, and responsibilities and duties of the Committee; and

WHEREAS, the Duncanville City Council desires to formally adopt a new and revised City of Duncanville City Council Audit Committee.

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

Section 1: The City Council of the City of Duncanville hereby repeals Resolution No. 2003-102109 in its entirety and replacing it with a new City Council Audit Committee Resolution to hereby read as follows:

A. Purpose

(1) The Audit Committee of the Duncanville City Council is hereby established to assist the City Council in fulfilling its financial and compliance oversight responsibilities. It is to be the City Council's principal agent in ensuring the independence of the City's annual financial audit, the integrity of the City management, and the adequacy of financial disclosure to the public. The Audit Committee is to serve as the focal point for communication between the City Council, the independent auditor, and City management. The Audit committee's primary duties and responsibilities are to:

- Advise the City Council and management on the selection of the independent auditor.

- Serve as an independent and objective party to monitor the City's financial and compliance reporting process and internal controls system.
- Review and appraise the audit efforts of the City's independent auditor.
- Provide an open avenue of communication among the independent auditor, financial and senior management, and the Duncanville City Council.

B. Membership

(1) The Audit Committee shall be appointed annually at the first City Council meeting each June. The Audit Committee shall be comprised of three or more members as determined by the City Council, each of whom shall be independent and free from any relationship that, in the opinion of the City Council, would interfere with the exercise of his or her independent judgement as a member of the Audit Committee. Three of the members shall be appointed by the City Council from among its own members. Additionally, two members may be appointed who are not members of the City Council or the City staff in order to insure that the committee has the needed understanding of governmental finance, accounting, and auditing. Each member shall be appointed for a term of one year and the chairman of the Audit Committee shall be designated by the City Council. The City Council may, at its pleasure, replace any member of the committee at any time.

(2) All members of the Audit Committee shall have a working familiarity with basic finance and accounting practices, as well as the compliance environment in which the City operates. Audit Committee members are encouraged to enhance their familiarity with governmental finance, accounting, auditing, laws and regulations by participating in educational programs.

C. Meetings

(1) The Audit Committee shall meet initially as soon as possible after its appointment each year, at least one additional time annually, and more frequently as circumstances require. As part of its job to foster open communication, the Audit Committee should meet at least annually with management and with the independent auditor in separate executive sessions to discuss any matters that the Audit Committee or each of these groups believe should be discussed privately.

D. Responsibilities and Duties

(1) The Audit Committee is charged to review the City's financial reports and other financial information; the City's systems of internal controls and ethics policies that management and the City Council have established; and the City's auditing, accounting, financial and compliance reporting process. Consistent with this function, the Audit Committee should foster adherence to, and should encourage continuous improvement of the City's policies, procedures and practices.

(2) The Audit Committee shall, subject to review and approval of the entire City Council, determine its own rules of order and shall develop, adopt, review annually, and maintain as a primary resource, a manual of policies, procedures, and activities that it will follow in accomplishing its charter responsibilities and the discharge of its duties.

Section 2: This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 17th day of November, 2015.

CITY OF DUNCANVILLE, TEXAS

APPROVED:

David L. Green, Mayor

ATTEST:

Mary E. Jones, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney