



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

Tuesday, September 7, 2021

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

7:00 P.M. - Regular Session

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

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

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

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

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person and by video conference at 6:00 pm on Tuesday, September 7, 2021, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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

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

To speak by video conference during Citizen Comments, you must register with the City Secretary before 4 pm on Tuesday, September 7, 2021, email citysecretary@duncanville.com and title the email. "Public Comment – September 7th. You will need to register with the link below to attend the meeting by video conference. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone. Feel free to email your citizen comment to the City Secretary when registering for the Mayor to read into the record if any unexpected technical issues arise.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_KzZk3yVET3igoqrrmSL5-g

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

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

WORK SESSION / BRIEFING

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

1. DISCUSS AGENDA ITEMS**2. BRIEFINGS / PRESENTATIONS**

- | | | |
|----|---|-------|
| A. | Discuss Annual City Council Calendar.
Annual City Council Calendar | 6 - 9 |
| B. | Discussion of the outstanding bond debt for Duncanville.

Item requested by Mayor Gordon.
Outstanding Bond Debt | 10 |
| C. | Presentation on the application and benefits of Small Area Plans and Special Zoning Districts for Land Use and Economic Development along with discussion on the "Ladd" Property.

Item requested by Councilmember Koontz.
"Ladd" Property | 11 |

EXECUTIVE SESSION

1. "City Council shall convene into closed executive session pursuant to Section 551.071 (1) and (2) of Texas Gov't Code to seek legal advice from the City Attorney concerning pending litigation and claim regarding the following matters:
 1. City of Duncanville v. Heirs and unknown Heirs of Property located adjacent and contiguous purported West Magnolia Street;
 2. Code compliance and possible legal action for property located at 507 Longworth, Duncanville, Texas;
 3. Code compliance and possible legal action for property located at 518 Trail Ridge, Duncanville, Texas;
 4. Code compliance and possible legal action for property located at 338 W. Vineyard Rd. Duncanville, Texas; and
 5. To seek legal advice concerning the provisions of Sections 2-2, 2-3 and 2-4 of the Duncanville Code of Ordinances."

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 - Arise Church, Pastor Chris Gutierrez

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

- A. Mayor's Report.

Recognition of Champion of the City.

B. Councilmembers' Reports

C. City Manager's Report.

2. PROCLAMATIONS AND PRESENTATIONS

A. Recognition of Keep Duncanville Beautiful Fall 2021 Curb Appeal Residential Properties.

12 - 15

[Keep Duncanville Beautiful Summer 2021 Curb Appeal](#)

3. CITIZENS' INPUT

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

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

To speak by video conference during Citizen Comments, you must register with the City Secretary before 4 pm on Tuesday, September 7, 2021, email citysecretary@duncanville.com and title the email. "Public Comment – September 7th. You will need to register with the link below to attend the meeting by video conference. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone. Feel free to email your citizen comment to the City Secretary when registering for the Mayor to read into the record if any unexpected technical issues arise.

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

4. CONSENT AGENDA

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

A. Consider a Resolution authorizing the City Manager to dispose of various tech equipment which was acquired as a result of a landlord lien foreclosure.

16 - 19

[Eon Reality, Inc. Surplus Property Disposal](#)

B. Consider a Resolution approving the terms and conditions of Amendment No. 4 to the Household Hazardous Waste (HHW) Interlocal Agreement with Dallas County to coordinate the planning and implementation of a Hazardous Waste Collection Program, from October 1, 2021 through September 30, 2022, for a cost not to exceed \$55,264.00.

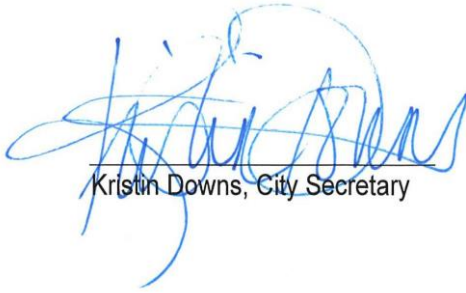
20 - 28

[Household Hazardous Waste Amendment No. 4](#)

- C. Consider a Resolution approving the terms and conditions of an Interlocal Agreement between the State of Minnesota, providing for a Cooperative Purchasing Program for goods and services; designating the City Manager as the official representative of the City of Duncanville relating to the program. 29 - 34
[Interlocal Agreement - State of Minnesota](#)
- D. Consider a Resolution authorizing an appropriation of \$658,196.22 for a contingency equaling ten (10) percent of the original contract price of IFB 21-0002, Reconstruction of East Daniieldale Road and Subsurface Utility Improvements; authorizing the City Manager to negotiate a change order not to exceed \$90,000.00; and, providing for an effective date. 35 - 41
[IFB 21-002 East Daniieldale Road Reconstruction](#)
- E. Consider a Resolution authorizing the receipt of a grant from the Edward Byrne Memorial Justice Assistance Grant Program (JAG), to be administered by the City of Dallas, to provide funding for the Police Department, to purchase a service agreement for three additional years for the five currently owned GPS trackers, police bicycles and other related equipment, with a total grant value of \$9,671.91. 42 - 45
[FY22 JAG Grant \\$9,671.91](#)
- 5. ITEMS FOR INDIVIDUAL CONSIDERATION**
- A. Consider an Ordinance granting to Atmos Energy Corporation, a Texas and Virginia Corporation, its successors and assigns, a franchise to construct, maintain, and operate pipelines and equipment in the City of Duncanville, Dallas County, Texas, for the transportation, delivery, sale, and distribution of gas in, out of, and through said city for all purposes; providing for the payment of a fee or charge for the use of the public rights-of-ways; and providing that such fee shall be in lieu of other fees and charges, excepting ad valorem taxes; and repealing all previous gas franchise ordinances. 46 - 55
[Franchise Agreement - Atmos Energy](#)
- B. Consider a Resolution nominating a candidate for Board of Directors of the Dallas Central Appraisal District (DCAD). 56 - 61
[DCAD Candidate](#)
- C. Consider a Resolution of appointing _____ as a member to the North Central Texas Housing Finance Corporation (NCTHFC) for a term of ____ () years. 62 - 77
[North Central Texas Housing Finance Corporation](#)
- D. Take any necessary action as a result of the Executive Session.
- 6. STAFF AND BOARD REPORTS**
- A. Receive the Monthly Financial Report as of July 31, 2021. 78 - 97
[Financial Report as of July 31, 2021](#)
- B. Receive the Library Quarterly Report.
- C. Receive the Public Works Department Quarterly Report.

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Duncanville City Hall, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanville.com and said Notice was posted on the following date and time: **Thursday, September 2, 2021 at 5:30 P.M.** and remained posted for at least two hours after said meeting was convened.



Kristin Downs, City Secretary

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

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

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

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



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Discuss Annual City Council Calendar.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America
 - Goal: N/A

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

Discussion regarding canceling the October 5th City Council Meeting and a November City Council Retreat.

POLICY EXPLANATION:

City Council discuss 2021 calendar of events and provide input to staff for planning purposes.

FUNDING SOURCE:

NA

Contract Log #:

NA

RECOMMENDATION:

City Council discussion and input to 2021 calendar of events for City Council.

ATTACHMENTS:

[Attachment 1 - City Council Calendar](#)

ATTACHMENT 1

September 2021

September 2021							October 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 29	30	31	Sep 1	2	3	4
5	6	7 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	8	9 6:30pm Evening of Remembrance (Hilton Garden Inn -)	10	11
12	13	14	15	16	17 6:00pm TML Region 13 Meeting and Dinner (The Guitar Sanctuary, 6633 Virginia Parkway,	18 duncanSWITCH - Chamber Event
19	20	21 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	22	23	24	25
26	27	28	29	30	Oct 1	2

ATTACHMENT 1

October 2021

October 2021							November 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 26	27	28	29	30	Oct 1	2
3	4	5 Cancel?	6	7	8	9
		6:00pm City Council Meeting (City Council Briefing Room /		- Out		10:00am Police - Open
10	11					
	- Out					Out
17	18	19	20	21	22	23
		6:00pm City Council Meeting (City Council Briefing		Out		
24	25	26	27	28	29	30
						- Out
31	Nov 1	2	3	4	5	6

City Council Calendar

1

8/31/2021 2:11 PM

ATTACHMENT 1

November 2021

November 2021							December 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 31	Nov 1	2 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	3	4	5	6 Paws, Claws, and Outlaws - 12th Gala
7	8	9	10	11 Council Retreat???	12	13
14	15	16 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	17	18	19	20 Out duncanSWITCH - Chamber Event
21 Out	22	23 Out	24 Out	25	26	27
28 Out	29 Out	30	Dec 1	2	3	4



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Discussion of the outstanding bond debt for Duncanville.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Edena J. Atmore, CPA, Interim Finance Director

BACKGROUND/HISTORY:

Mayor Gordon requested a Briefing Session item to discuss and answer questions on the City's outstanding bond debt.

The City currently has a total of \$21.7 million of bonds outstanding as of August 31, 2021. Of the \$21.7 million, \$19.675 million represents the balance of the 2019 GO bonds authorized in the November 2018 bond election and paid from property taxes and general fund revenues. The final maturity of the bonds is due in February 2039. The remaining \$2.025 represents the Series 2016 GO Refunding issuance to mature in February 2025 and will be paid with Duncanville Economic Development Corporation funds.

Attached are documents that provide an overview of the debt and details of each schedule.

POLICY EXPLANATION:

Any Councilmember may request to put an item on the City Council Meeting Agenda.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff is only requesting guidance from Council following the briefing on how to proceed.



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Presentation on the application and benefits of Small Area Plans and Special Zoning Districts for Land Use and Economic Development along with discussion on the “Ladd” Property.

FY 2021 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- **2. Create high quality neighborhoods and parks**
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Agustin “Gus” Garcia, Economic Development Director
Skye Thibodeaux, City Planner
Clay Mansell, Economic Development Manager

BACKGROUND/HISTORY:

Item requested by Councilmember Koontz.

Staff will facilitate a discussion regarding the application and benefits of Small Area Plans (SAPs) and Special Zoning Districts (i.e. Overlay Districts) for Land Use and Economic Development. Staff’s presentation will involve delineating the differences between the available mechanisms along with how they can be implemented in order to assist in accomplishing the relative goals and strategies of the Duncanville Comprehensive Plan, namely its ‘Opportunity Areas’. Staff will also discuss this in the context of the future development of the “Ladd” Property (Opportunity Area #8) along with a general review of costs and timelines associated with the formation and implementation of the discussed mechanisms.

POLICY EXPLANATION:

Any Councilmember may request to put an item on the City Council Meeting Agenda.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff is requesting guidance from Council following the discussion on how to proceed.



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Recognition of Keep Duncanville Beautiful Fall 2021 Curb Appeal Residential Properties.

FY 2021 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 2. Create high quality neighborhoods and parks
 - Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.

STAFF RESPONSIBLE:

Timothy Hamilton, KDB Staff Liaison

BACKGROUND/HISTORY:

The Keep Duncanville Beautiful (KDB) Board members are charged with the responsibility of creating and implementing programs that will encourage beautification within Duncanville. The Curb Appeal Program was designed to fill this goal for residential property recognition. The properties chosen for the Fall 2021 Curb Appeal Residential Properties include:

District 1: Larry & Lori Hutchison
1107 Green Hills Rd.
Duncanville, TX 75137



District 2: Sharra Lankford
238 Van Rowe Ave.
Duncanville, TX 75116



District 3: Jose Rodriguez
322 E. Cherry St.
Duncanville, TX 75116



District 4: Lonnie & Katherine Stilwell
814 Delphi Dr.
Duncanville, TX 75137



District 5: William Shelton
707 W. Camp Wisdom Rd.
Duncanville, TX 75116



POLICY EXPLANATION:

One residential property for each of the five Council Districts in Duncanville is recognized each season for significant improvements to the exterior portion of the residence, landscape improvements, and/or long-term maintenance of the property that exemplifies high quality standards. Upon approval from the property owners, each recipient receives a sign placed in their yard for a period of one month as well as bag of gardening gifts, recognition at a regular City Council meeting, and an article including photo of the property in the City's newsletter, the *Champion*.

A Keep Duncanville Beautiful (KDB) Board sub-committee selects the Curb Appeal properties for nomination – one property per sub-committee member.

The KDB Board follows the criteria identified below:

- Property must be located within the city limits of Duncanville, Texas
- Neatness
- Flowers not mandatory
- House in good condition
- Landscaping consistent with building
- Overall maintenance (i.e. paint, shrubs etc.)
- Subjective

No seasonal decorations are considered in the judging.

FUNDING SOURCE:

Funds are budgeted in the KDB annual budget, which is funded by the DCEDC, for the yard signs and bag of gardening gifts.

Contract Log #:

N/A

RECOMMENDATION:

N/A



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution authorizing the City Manager to dispose of various tech equipment which was acquired as a result of a landlord lien foreclosure.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Robert D. Brown, Jr., Assistant City Manager

BACKGROUND/HISTORY:

The City of Duncanville owns the building located at 103 E. Wheatland Road. A lease agreement was executed on October 23, 2014, by and between the City of Duncanville and EON Reality, Inc. EON Reality, Inc. defaulted on the lease in 2019, and the building is currently vacant. Various technology equipment was left in the building when EON Reality vacated the building.

POLICY EXPLANATION:

The City of Duncanville acquired various tech equipment as a result of a landlord's lien foreclosure. The tech equipment has no value to the City of Duncanville and is declared surplus. The City of Duncanville wishes to dispose of the technology equipment by any lawful means. The City of Duncanville has identified a public education entity which will take possession of the tech equipment.

FUNDING SOURCE:

There is no cost related to this item.

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of the Resolution authorizing the City Manager or his designee to dispose of said personal property to a public education entity, effective August 31, 2021.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2021-062 - Declaring EON Reality, Inc. property surplusage](#)

RESOLUTION NO. 2021-062

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, DECLARING CERTAIN EQUIPMENT ACQUIRED, AS DESCRIBED IN EXHIBIT 'A', AS SURPLUSAGE AND NO OPERATIONAL VALUE FOR CITY OR MUNICIPAL PUBLIC PURPOSES, AND IS OTHERWISE SALVAGE; AND, HEREBY AUTHORIZES THE CITY MANAGER OR HIS DESIGNEE TO DISPOSE OF SAID PERSONAL PROPERTY BY ANY LAWFUL MEANS THROUGH BID, AUCTION, SALVAGE, OR DISPOSAL TO ANOTHER PUBLIC PURPOSE TO A PUBLIC EDUCATION ENTITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City has acquired various equipment as a result of landlord's lien foreclosure; and

WHEREAS, the City declares that such property has no value to the City, and such is surplusage, or in the alternative disclaim any interest to such property; and

WHEREAS, the City has determined that such equipment, depicted in Exhibit A, attached hereto and incorporated herein by reference, is not currently needed by the City, that the City has no foreseeable need, interest or use for such property, and that said equipment should be declared surplus and disposed of by any lawful means; and

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

SECTION 1. The City Council declares the equipment acquired, as described in Exhibit A, as surplusage and no operational value for City or municipal public purposes, and is otherwise salvage; and, hereby authorizes the City Manager or designee to dispose of said personal property by any lawful means through bid, auction, salvage, or disposal to another public purpose to a public education entity, effective from the date of this Resolution.

SECTION 2. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A

PCs/Servers	
Manufacturer	Serial Number
Exact	4544517048
	4544532057
	4544517091
	4544517047
	4544532056
	4544517003
	4544517050
	4544532066
	4544517080
	4544530737
	4544517070
	4544517063
	4544517062
	4544517071
	4544517069
	4544517077
	4544517067
	4544517065
	4544517068
	4544517064
	4544517066
	4544517073
	4544517074
	4544517079
	4544517072
	4544517081
	4544517076
	4544517075
HP	CND4415PPJ
Dell	GLGM942

TVs/Monitors			
Manufacturer	Serial Number	Model	Count
LG TV	304RMKU67501		
Zspace	ZV25DT1087		
LG		D2343PB	19
		23MB35PMF	22
Asus		VG248	1
Dell		S2009wb	1

Projectors		
Manufacturer	Serial Number	Model
Barco	15090049	
	15060015	
Cannon		LV8325UST
Cannon		LV8325UST
Cannon		LV8325UST

Various Equipment			
Manufacturer	Serial Number	Model	Count
Volfoni		Activ Hub RF50-1	1
Volfoni		IR/RF Glasses	16
BC Rush	0533-003776	Bronze Ampliphier	1
HTC	FA78DA801474	Vive Goggles	1
HTC	FA714AA00827	Laser	1
	FA714AA01256		
Vicon		Bonita IR Camera	5
Next Engine	5141038745	3D Scanner	
HP	CNB7GCN5MF	CLI Pro MFP M476dw	
Microsoft		Xbox Kinect	19
Microsoft		Kinect Adapter	19
Eon		IDome Mobile	1
Stewart		Film Screen	1
Eon		Icatcher HD	1
Eon		VR Cube	1
Volfoni		AC1C - Glasses Charger	1

TextBooks	
Name	Count
Eon Studio	28
Interactive 3D Application Development	7

Page 3 of 3

\$315

233

140

479



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution approving the terms and conditions of Amendment No. 4 to the Household Hazardous Waste (HHW) Interlocal Agreement with Dallas County to coordinate the planning and implementation of a Hazardous Waste Collection Program, from October 1, 2021 through September 30, 2022, for a cost not to exceed \$55,264.00.

FY 2021 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

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

STAFF RESPONSIBLE:

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

BACKGROUND/HISTORY:

The City of Dallas has participated in the Dallas County Household Hazardous Waste Network since 1994. Sixteen cities and unincorporated Dallas County are Household Hazardous Waste Network Member cities. The goal of the hazardous waste program is to eliminate household hazardous waste from landfills and stormwater discharges.

Execution of the amendment to the FY2022 HHW agreement will provide the City of Duncanville with household hazardous disposal services and enable the City to help satisfy FY 2022 federal stormwater permit requirements for public education and measurable public involvement. The City's participation in this program allows Duncanville residents to utilize Dallas County's Home Chemical Collection Center located at 11234 Plano Road in Dallas. It also provides for our participation in the annual spring community hazardous waste collection event while allowing Duncanville residents to attend collection events throughout the year hosted by all cities in Dallas County that participate in the program.

March 27, 2021, the City of Duncanville hosted our first HHW event since the pandemic. The event was a huge success, with 651 households participating and 53,611 lbs. of hazardous waste collected. Drop-offs of hazardous waste materials by Duncanville residents at the collection center continue to increase with an average of eight cars per month. Community collection event locations and dates for the upcoming fiscal year will be determined later.

POLICY EXPLANATION:

On September 5, 2017, a resolution was approved, authorizing the City Manager to enter an Interlocal Agreement with Dallas County to coordinate and implement a household hazardous waste program. This interlocal agreement allowed for up to four additional one-year term renewals. Amendment 1 renewed the City's participation for FY 2019 in the amount of \$66,346.00; Amendment 2 renewed the

agreement for FY2020 in the amount of \$55,856.00; Amendment 3 renewed the agreement for FY2021 in the of \$55,856.00. Amendment 4 will renew the upcoming FY 2022 in the amount of \$55,264.00.

The Dallas County Commissioner's Court Approved Amendment 4 to the Household Hazardous Waste Interlocal Agreement with participating cities for FY2022, including Duncanville on July 6, 2021, by Dallas Commissioners Court Order 2021-0665. A copy of Amendment 4 is attached to the resolution for review purposes.

FUNDING SOURCE:

Funding is allocated in the FY22 Solid Waste Budget for this expenditure.

Contract Log #:

1180R1

RECOMMENDATION:

Staff recommends approval of a Resolution approving the terms and conditions of Amendment 4 to the Household Hazardous Waste Interlocal Agreement with Dallas County to coordinate the planning and implementation of a Hazardous Waste Collection Program within the city of Duncanville for a term beginning October 1, 2021 through September 30, 2022 for a cost not to exceed \$55,264.00.

ATTACHMENTS:

[Attachment 1 - Court Order 2021-0665 Authorize Interlocal Agreements for the Continuation of the HHW program 07062021](#)

[Attachment 2 - Resolution No. 2019-076R1 - FY22 Household Hazardous Waste Agreement Amendment #4](#)

ATTACHMENT 1



COURT ORDER 2021-0665

Authorize Interlocal Agreements for the Continuation of the Household Hazardous Waste Program

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: July 6, 2021

FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby Approve the continuation of the Household Hazardous Waste program, its FY2022 interlocal agreement with participating cities, and its proposed FY2022 budget of \$1,938,475 (of which \$140,000 consists of carryover from prior years for contract labor, capital expenses, and other operational expenses).

It is further resolved and ordered that the County Judge is authorized to sign the aforementioned FY2022 interlocal agreements on behalf of the County.

Done in open Court July 6, 2021 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: Christopher Hooper
Originating Department: Consolidated Services

RESOLUTION NO. 2019-076R1

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AMENDMENT NO. 4 TO THE HOUSEHOLD HAZARDOUS WASTE INTERLOCAL AGREEMENT WITH DALLAS COUNTY TO COORDINATE THE PLANNING AND IMPLEMENTATION OF A HAZARDOUS WASTE COLLECTION PROGRAM, FROM OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022, FOR A COST NOT TO EXCEED \$55,264.00; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL PAPERWORK AND NECESSARY DOCUMENTS; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, as amended, provides authorization for local governments to enter into contracts with other local governments and state agencies; and

WHEREAS, the City of Duncanville and Dallas County entered into an agreement on September 5, 2017, to join the Dallas County Dallas Area Household Hazardous Waste Network (the "HHW Network") to coordinate the planning and implementation of a hazardous waste collection program with the option to renew for four additional one-year terms; and

WHEREAS, the Dallas County Commissioners Court adopted Court Order Number 2021-0665 establishing the HHW Network to coordinate the planning and implementation of an HHW collection program; and

WHEREAS, the HHW Network has successfully served the residents of the participating cities since its inception in 1994 and is prepared to continue its services; and

WHEREAS, the Dallas County Commissioners Court adopted Court Order Number 2018-0904 on August 7, 2018, setting the FY2019 HHW budget and approving Amendment No. 1 to the Agreement; and

WHEREAS, the Dallas County Commissioners Court adopted Court Order Number 2019- 0793 on August 6, 2019, setting the FY2020 HHW budget and approving Amendment No. 2 to the Agreement.

WHEREAS, the Dallas County Commissioners Court adopted Court Order Number 2020- 0793 on August 4, 2020, setting the FY2021 HHW budget and approving Amendment No. 3 to the Agreement.

WHEREAS, the Dallas County Commissioners Court adopted Court Order Number 2021- 0665 on July 6, 2021, setting the FY2022 HHW budget and approving Amendment No. 4 to the Agreement.

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

SECTION 1. The City Council hereby authorizes, approves, and accepts the terms and conditions of the Amendment No. 4 to the Household Hazardous Waste Interlocal Agreement, which is attached hereto and incorporated herein as Exhibit A, to coordinate the planning and implementation of a hazardous waste collection program from October 1, 2021, through September 30, 2022, for a cost not to exceed \$55,264.00, by and between the City of Duncanville and Dallas County, and, the City Manager is hereby authorized to execute said Agreement.

SECTION 2. That the City Council of the City of Duncanville hereby authorizes the City Manager to execute the necessary documents to conform to this Resolution as appropriate.

SECTION 3. That this Resolution shall take effect immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A



Dallas County Household Hazardous Waste

Consolidated Services

Instructions for Executing the FY2022 Renewal Amendment to the Household Hazardous Waste Interlocal Agreement

1. **EXECUTE** two (2) originals – Dallas County will keep one and return one
2. **INCLUDE** Exhibit C2022 with the original
3. **INSERT** your city's total FY2022 HHW budget limit for all HHW activities (including operational and disposal fees) into the blank space in Article II, Section B, Paragraph 1 on page 2
4. **ENTER** the date your city representative sign the amendment in the line of page 2 that belongs 'EXECUTED THE this _____ day"
5. **SIGN** on the signature line on the right side of page 2. Note: the agreement must be signed by a person who is authorized to enter into a binding contract on behalf of the city, as specified in Article X, "Signatory Warranty"
6. **PRINT** the name and title of the signatory agent underneath the signature line
7. **ATTACH** "Evidence in appropriate from that funding has been committed and will be available," as specified in Article IV Item 2 ("City Responsibilities"). "Appropriate form" can include a City Council resolution, approved line item budge, purchase order, letter from department head or other official authorized to encumber funds, etc. (this may be submitted at a later date, if necessary.)
8. **CALL** the HHW Program Manager at (214) 553-1765 ext. 6594 if you have any questions.
9. **RETURN** the signed copies to
HHW Program Manager
Dallas County Household Hazardous Waste
11234 Plano Rd.
Dallas, TX 75243
10. **PLEASE DO NOT** mail to any other county office

EXHIBIT B

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

**AMENDMENT NO. 4
TO THE HOUSEHOLD HAZARDOUS WASTE INTERLOCAL AGREEMENT
(The "Agreement")
BETWEEN
DALLAS COUNTY
AND
CITY OF DUNCANVILLE
(The "City")
A MEMBER CITY OF
THE DALLAS AREA HOUSEHOLD HAZARDOUS WASTE NETWORK**

WHEREAS, on, July 6, 2021, the Dallas County Commissioners Court was briefed on a request from the cities of the Dallas Area Household Hazardous Waste Network to renew and revise the effective term and specify new fiscal year budgets for the Household Hazardous Waste Program Interlocal Agreement ("Agreement") that permits four additional one-year renewals for a five-year total contract term and was authorized by Court Order 2017-0979; and

WHEREAS, the proposed Amendment No.4, along with the attachment C2022, will serve to continue the Household Hazardous Waste Program through fiscal year 2022, while updating overall program budget amounts and individual city budget limits for the new fiscal year; and

WHEREAS, proposed Amendment No. 4 contains no other changes in the basic terms and conditions of the Agreement and incurs no cost to Dallas County.

NOW THEREFORE, by execution of this Amendment No. 4, the Agreement is amended hereby with respect to the items and features described in the Articles below.

**I.
PURPOSE**

The purpose of this Amendment is to amend the effective term and fiscal year budget of the Agreement without change to the basic terms and provisions. No other sections, provisions, clauses or conditions of the Agreement are waived, deleted or changed hereby, and they shall remain in full force and effect throughout the term of the Agreement and any duly authorized amendments.

**II.
AMENDED PROVISIONS**

A. The new term of the Agreement shall be October 1, 2021, through September 30, 2022.

B. The language contained in Paragraph 1, *Section IV. City Responsibilities* shall be deleted in its entirety and replaced with the following language:
Page 4 of 6

EXHIBIT B

1. "A sum not to exceed \$56,264.00 for disposal, setup, operational, capital, and transportation costs for HHW collection for residents of the City during the period from October 1, 2021 through September 30, 2022. This figure is based on the program's annual budget contained in **Exhibit C2022** which is incorporated herein for all purposes.
 - a. Collection, setup, and disposal costs will be paid after-the-fact, based on actual usage by the City at events and at the collection center.
 - b. Operational and capital costs shall be paid quarterly in advance.
 - c. In the event of early withdrawal, the operational and capital costs will not be pro-rated for partial quarter participation, but will become immediately due and payable in full."
- C. Exhibit C2021 of the Agreement entitled *FY2021 HHW Program Budget Summary* shall be deleted and replaced with the attached Exhibit C2022 entitled *FY2022 HHW Program Budget Summary*.

IN WITNESS WHEREOF, by their signatures below, the duly authorized representatives of Dallas County and **City of Duncanville**, a member city of the Dallas Area Household Hazardous Waste Network, do hereby agree and append this Amendment No. 4 to the Agreement.

EXECUTED THIS _____ day of _____, 2021.

DALLAS COUNTY:

CITY OF DUNCANVILLE:

BY: Clay Lewis Jenkins
County Judge

BY:

APPROVED AS TO FORM:*
 John Cruzot
 District Attorney

ATTESTED TO:

BY: _____

APPROVED AS TO FORM:

BY: _____

BY: Lacey B. Lucas

* By law, the Dallas County District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

EXHIBIT B

Exhibit C2022**FY2022 HHW PROGRAM BUDGET SUMMARY**

This exhibit summarizes the total program funding for FY2022 as approved by the Dallas Area Household Hazardous Waste Network at its regular meeting on March 24, 2021, and replaces the language contained in Exhibit C2018 of the Household Hazardous Waste Program Interlocal Agreement that was authorized by Court Order 2017-0979.

- Fixed Costs include personnel expense, operating costs, and capital budget, which are shared by the Network cities based on single-family household projections published by North Central Texas Council of Governments.
- Personnel Expense includes all HHW staff salaries and fringe.
- Operating Expense includes supplies, equipment, advertising, public education, volunteer support, staff development, printing, postage, facility maintenance, utilities, and all other direct programming costs.
- Capital Expense includes building repairs, equipment repair or replacement, mechanical upgrades, and expansion projects.
- Variable costs include estimated direct costs for collection and disposal of hazardous household wastes, which vary according to actual usage and are indicated in the budget summary for planning purposes only. ***Funding for actual collection, contract labor, and disposal costs will be collected from the cities after the fact, on an as-used basis.***
- Collection/Mobilization/Disposal Budget includes estimated costs for staging of events, recycling services, waste containers, waste transportation, and disposal.
- Contract Labor Expense is for part-time, seasonal labor provided by the disposal vendor.

Budget adjustments made to the Operational Budget during the term of the Agreement shall not result in a City Funding amount that exceeds the approved budget total shown herein. The County may make line item transfers within the operating budget when these transfers do not exceed \$5,000. Budget adjustments in excess of \$5,000 must be approved by the HHW Network.

BUDGET SECTION	CITY FUNDING
FIXED COSTS (OPERATIONAL BUDGET)	
Personnel Costs	\$ 532,550
Operating Costs	\$ 209,925
Capital Expense	\$ 93,000
Sub-Total	\$ 835,475
ESTIMATED VARIABLE COSTS (COLLECTION / LABOR / DISPOSAL BUDGET)	\$ 1,103,000
TOTAL PROGRAM BUDGET	\$1,938,475



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution approving the terms and conditions of an Interlocal Agreement between the State of Minnesota, providing for a Cooperative Purchasing Program for goods and services; designating the City Manager as the official representative of the City of Duncanville relating to the program.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

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

STAFF RESPONSIBLE:

Tracy R Beekman, Information Technology Director

BACKGROUND/HISTORY:

Local Government Code Section 271.102 provides for voluntary participation in cooperative purchasing programs with another local government or local cooperative. The Minnesota Office of State Procurement Cooperative Purchasing Venture (CPV) established by Minn. Stat. § 16C.03, subd. 10, allows eligible entities to purchase goods, certain services, and utilities from contracts established by the Office of State Procurement (OSP) for Minnesota state agencies and as further defined by Minnesota Statutes § 471.59, subd1, known as the Joint Powers Act, to be two or more government units with the definition of the term "government unit" as used in this section to include every city, county, town, school district, independent nonprofit firefighting corporation, other political subdivision of this or another state, etc.

POLICY EXPLANATION:

Cooperative Purchasing is considered a "best practice" for government organizations. The Institute for Public Procurement (NIGP) states that "...the use of cooperative contracts to deliver savings and save staff resources has become a widespread best practice for purchasing professionals...". The State of Texas Local Government Code allows for government agencies to voluntarily participate in these cooperative arrangements. These arrangements also allow Cities to take advantage of higher volumes from other organizations. The State of Texas statute also exempts any competitive process when participating in a cooperative purchasing program. The benefits of cooperative purchases are that it saves time, money and allows choice by the local government. The City of Duncanville is a member of several statewide and national cooperatives such as the State of Texas Department of Information Resources Cooperative, U.S. Communities Government Purchasing Alliance, Houston-Galveston Area Council (HGCABuy), Sourcewell, the Local Government Purchasing Cooperative (BuyBoard), and the Purchasing Solutions Alliance (Brazos Valley Council of Governments' PSA). The City of Duncanville has additional Interlocal Cooperative Purchasing agreements with the cities of Allen, Bedford, Dallas,

Flower Mound, Fort Worth, Garland, Grand Prairie, Grapevine, Richardson, Rowlett, and Dallas, and Tarrant counties.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of a Resolution approving the terms and conditions of an Interlocal Agreement between the State of Minnesota, providing for a Cooperative Purchasing Program for goods and services; designating the City Manager as the official representative of the City of Duncanville relating to the program.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2021-060 - Interlocal Contract Agreement with State of Minnesota and Duncanville](#)

RESOLUTION NO. 2021-060

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT BETWEEN THE STATE OF MINNESOTA, PROVIDING FOR A COOPERATIVE PURCHASING PROGRAM FOR GOODS AND SERVICES; DESIGNATING THE CITY MANAGER AS OFFICIAL REPRESENTATIVE OF THE CITY OF DUNCANVILLE RELATING TO THE PROGRAM; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Duncanville has been presented a proposed Interlocal Agreement by and between the State of Minnesota and the City of Duncanville, and is found to be acceptable and in the interests of the City of Duncanville and its citizens; and,

WHEREAS, the City of Duncanville, Texas, pursuant to the authority granted under Sections 271.101 to 271.102 of the Local Government Code, desires to participate in the described purchasing program sponsored by the State of Minnesota, and are of the opinion that participation in the program will be highly beneficial to the taxpayers through the anticipated savings to be realized; and,

WHEREAS, the City of Duncanville wishes to utilize the contract goods and services available through the State of Minnesota's annual contracts.

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

SECTION 1. the Interlocal Agreement for the Cooperative Purchasing Program with the State of Minnesota to permit the City of Duncanville to utilize the State of Minnesota's contracts is hereby approved.

SECTION 2. the City Council of the City of Duncanville hereby authorizes the City Manager, or his designee, to execute the appropriate and necessary documents and/or purchase orders.

SECTION 3. 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 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



COOPERATIVE PURCHASING AGREEMENT

Under the Authority of Minnesota Statutes § 16C.03, Subdivision 10
and Minnesota Statutes § 471.59, Subdivision 1

This Joint Powers Agreement is between the State of Minnesota, through its commissioner of Administration, Office of State Procurement ("Division") and

CITY OF DUNCANVILLE ("Authorized Entity").

Pursuant to Minn. Stat. § 16C.03, subd. 10, the Division acquires various supplies, commodities, equipment, and services for state agencies and governmental units (as defined in Minn. Stat. § 471.59, subd. 1) through competitive bidding or requests for proposals. The Division, through Minn. Stat. § 16C.11, and the Authorized Entity wish to combine their purchasing functions, as specifically provided below, so that the Authorized Entity may avail itself of the prices which have been agreed upon by the Division and its vendors.

The parties agree as follows:

1. Term. This joint powers agreement will be effective on the date State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, and remains in effect until canceled by either party upon 30 days' written notice to the other party.

2. Services. The Division will make its contracts for commodities and services, as listed on the State of Minnesota's Contract Index, available to the Authorized Entity.

3. Use of Division Contracts. To purchase commodities or services from the Division's contracts, the Authorized Entity must issue a purchase order in accordance with the terms and conditions of the Division's contracts and any requirements applicable to the Authorized Entity's governing body. The Authorized Entity must send purchase orders directly to the applicable vendor and will make payments directly to the vendor in accordance with its established procedures and terms of the Division's contract. The Authorized Entity will not use the goods available under the Division's contracts for the purposes of resale. The Authorized Entity must be the end user of the goods purchased.

4. Liability. The Authorized Entity agrees that neither the Division nor its employees personally assume responsibility or liability for any amounts due or claimed to be due pursuant to any purchase order entered issued by the Authorized Entity. The Authorized Entity will indemnify, save and hold harmless the Division and its employees from any loss, damage or expense, including payment of attorney fees allowable by law, which arise or may arise from the Authorized Entity's use of this joint powers agreement and from any dispute or claim



arising from any transaction between the Authorized Entity and the Division's vendors, whether or not the loss, damage, dispute or claim arises during or after the period of this cooperative agreement. The Division's liability will be governed by the provisions of Minn. Stat. § 3.736.

CITY OF DUNCANVILLE

"Authorized Entity certifies that the appropriate person(s) have executed this cooperative agreement on behalf of the Authorized Entity as required by applicable articles, bylaws, resolutions or ordinances."

By:

(Authorized Signature)

(Title)

(Address)

(City) (State) (Zip)

(Date)

STATE OF MINNESOTA

"By Delegation"

By:

Office of State Procurement

(Date)

Permit Number/Access Code:



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution authorizing an appropriation of \$658,196.22 for a contingency equaling ten (10) percent of the original contract price of IFB 21-0002, Reconstruction of East Daniieldale Road and Subsurface Utility Improvements; authorizing the City Manager to negotiate a change order not to exceed \$90,000.00; and, providing for an effective date.

FY 2020 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- **2. Create high quality neighborhoods and parks**
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Bryan G. Ramey II, P.E., Director of Public Works
Sheila Baker, Procurement Manager

BACKGROUND/HISTORY:

The purpose of this action is to gain City Council approval to negotiate a change order with an estimated cost not to exceed \$90,000.00 to deconflict a sanitary sewer pipeline and to authorize a Project Contingency equal to 10% of the value of the construction contract.

On December 15, 2020, the City of Duncanville awarded IFB 21-0002 to Pavecon Public Works, LP, in the amount of \$6,581,962.21, for the reconstruction of East Daniieldale Road, between Main St. and Highway 67, and improvements to the underlying subsurface utility improvements. Following receipt of bonding and other documentation from the Contractor, City Staff issued the Notice to Proceed to the Contractor in March 2021.

Since the project commenced, Staff awarded three previous change orders. Change Order 1 valued at \$11,068.17 was awarded to lower the water main at Bob Lee Blvd to deconflict a utility line. Change Order 2 valued at \$2,921.85 was executed for the striping at the intersection of South Main St and Shady Trail Dr to improve access to the Service Center due to reduced access to Bob Lee Blvd. Finally, Change Order 3 valued at \$8,587.50 was executed to install water-filled traffic barriers along the south curb at the 42-inch storm outfall to improve driver safety along Daniieldale Rd.

In August 2021, a conflict existed between the Dallas Water Utility (DWU) water main and the City's new wastewater main. The depth of the existing 54-inch Dallas Water Utilities (DWU) water main crossing the proposed 8-inch sanitary sewer at Sunset Village Dr and East Daniieldale Road was verified, which exposed a conflict between the two utility lines. The engineers determined that the proposed sanitary sewer main must be lowered to achieve the necessary clearance of 3-feet below DWU's water main. Consequently, the updated design of the sanitary sewer replacement was

extended further south on Sunset Village Dr. Under the original design, a portion of this replacement was to be rehabilitated via pipebursting; however, the revised design specified the new sewer line along Sunset Village Dr had to be installed through either boring or open-cut. This deconfliction will result in a change order to the construction contract.

Due to the depth of the proposed main, open-cutting the pavement in Sunset Village would prohibit residents from accessing their driveways for three weeks, require a street closure during the day, restrict access for emergency response units, and result in replacing half the street pavement. Given the impacts to the residents with an open-cut installation, Staff selected boring as the best method to replace the section of sanitary sewer line. Attachment 1 shows the original and revised design sheets.

The design engineers based their sanitary sewer main design on As-Built drawings in addition to the information provided by DWU. However, occasionally As-Built do not reflect actual site conditions and, in this case, the existing site conditions differed significantly from the design.

Staff is requesting authorization to negotiate a change order not to exceed \$90,000.00 to IFB 21-0002 for boring an 8-inch sanitary sewer main at Sunset Village Drive. The additional cost of the new design will resolve the DWU utility conflict and allow progress to continue for the construction project.

Staff is also requesting Council authorization to appropriate \$658,196.22 for a contingency equaling ten (10) percent of the original contract price for the previously executed change orders and all subsequent change orders. The \$658,196.22 required for contingency is available in the Utility CIP Fund and the Street Bond Fund and will be used when necessary to execute a change order. Future change orders that exceed \$50,000.00 will still go to City Council for consideration; however, smaller change orders will be negotiated and approved by the City Manager. Any contingency funds not used will return to the Utility CIP Fund or Street Bond Fund.

POLICY EXPLANATION:

The Texas Local Government Code establishes procurement rules for municipalities regarding original contract price increase. Section 252.048 CHANGE ORDERS, Paragraph (d) states, "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." Including this change order and the previous change orders, the original contract price has been increased by \$112,577.52. This amounts to a cumulative contract price increase of 1.71%. Appropriating a ten (10) percent contingency also provides a buffer to not exceed 25 percent of the original contract price. The contingency will not be added to the contract but set aside to be used for additional change orders as needed.

FUNDING SOURCE:

\$658,196.22 is available in the Utility CIP Fund and Street Bond Fund for this project. The nature of the change order will determine which fund is used.

Contract Log #:

1477A

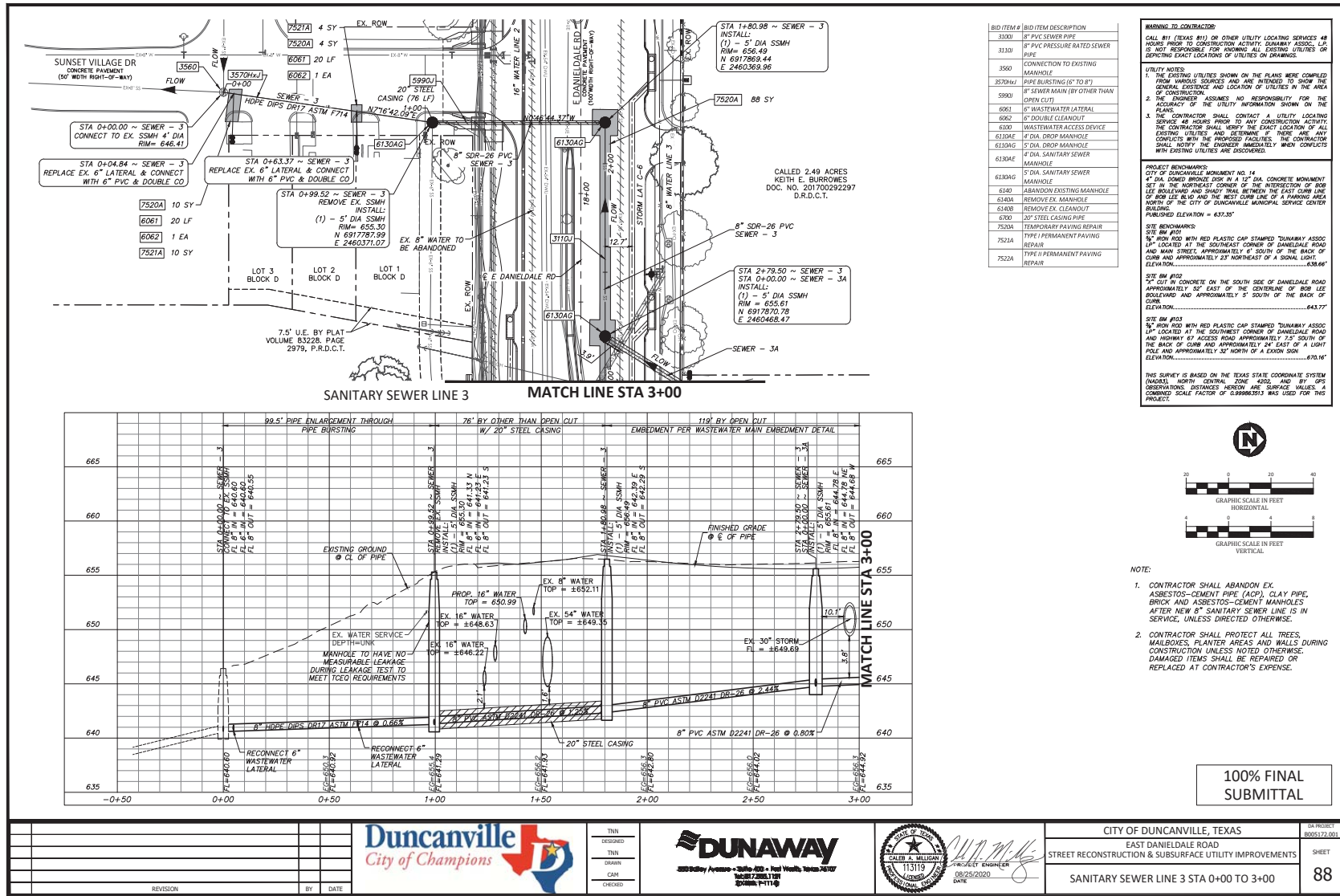
RECOMMENDATION:

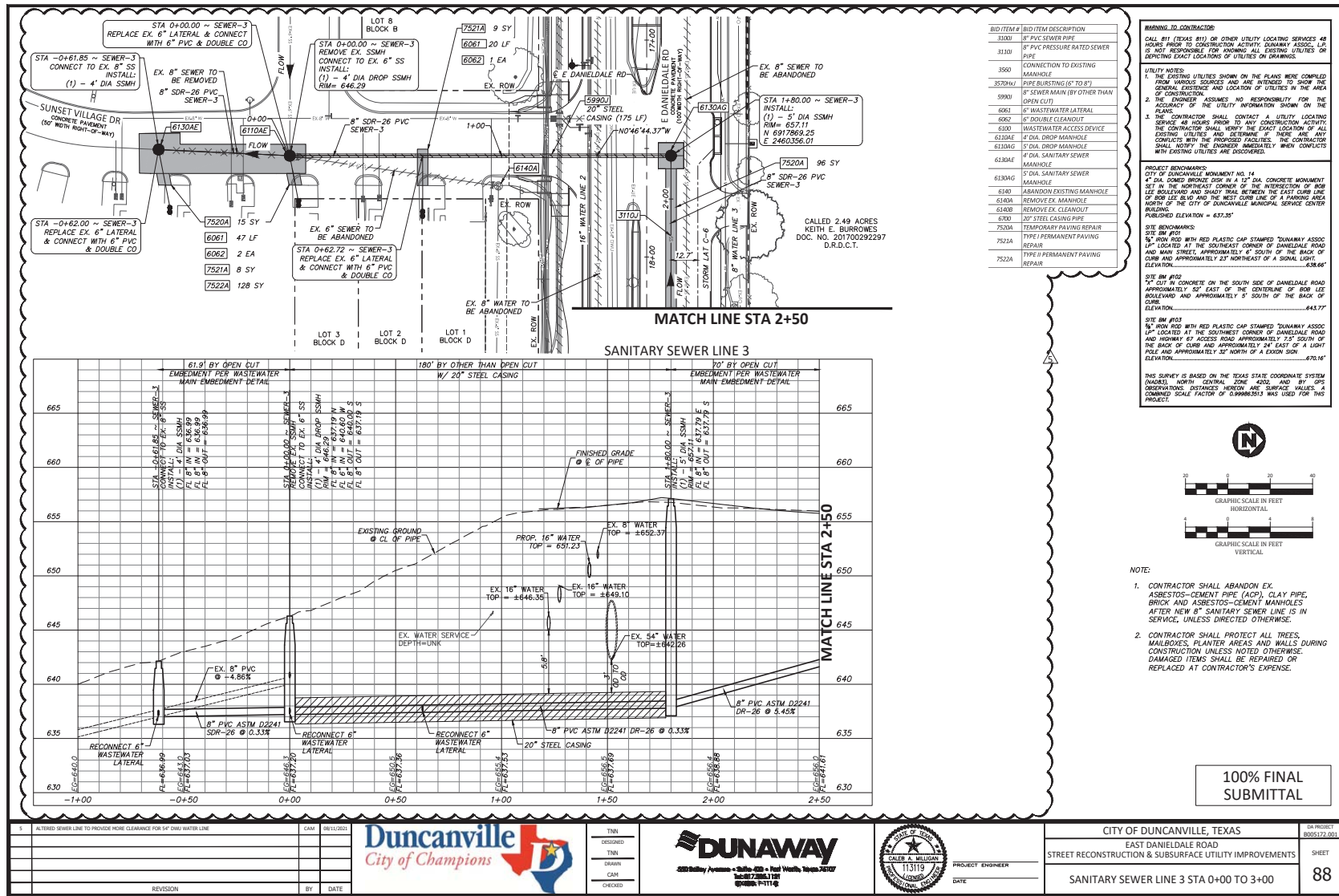
Staff recommends approval of a resolution authorizing an appropriation of 658,196.22 for contingency equaling ten (10) percent of the original contract price for IFB 21-0002; authorizing the City Manager to negotiate a change order not to exceed \$90,000.00; and, providing for an effective date.

ATTACHMENTS:

[Attachment 1 - Dunaway Design](#)

[Attachment 2 - Resolution No. - 2021-066 - Authorize Appropriation of Funds to IFB 21-002](#)





RESOLUTION NO. 2021-066

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$658,196.22 FOR A CONTINGENCY EQUALING TEN (10) PERCENT OF THE ORIGINAL CONTRACT PRICE OF IFB-0002 FOR EXECUTED CHANGE ORDERS AND EXECUTION OF ALL SUBSEQUENT CHANGE ORDERS; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CHANGE ORDER NOT TO EXCEED \$90,000.00 FOR IFB 21-0002; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Duncanville authorized award of bid IFB 21-0002 to Pavecon Public Works, LP for the street reconstruction of East Daniieldale Road and subsurface utility improvements on December 15, 2020 at contract price of \$6,581,962.21, and

WHEREAS, Change orders increasing the total contract price or valued at \$50,000.00 or greater require City Council approval, and

WHEREAS, A project contingency authorizes the City Manager to execute change orders valued at less than \$50,000.00, and

WHEREAS, During construction, the City of Duncanville identified a major utility conflict with Dallas Water Utilities 54-inch water main and the proposed 8-inch sanitary sewer main at the intersection of Sunset Village Drive and East Daniieldale Road in August 2021, and

WHEREAS, The proposed 8-inch sanitary sewer main profile must be lowered and, consequently, significantly extended to resolve the identified conflict, and

WHEREAS, The revised profile and alignment will result in a change order exceeding \$50,000.00.

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 authorizes an appropriation of \$658,196.22 for a project contingency equaling ten (10) percent of the original contract price of IFB 21-0002 for the street reconstruction of East Daniieldale Road and subsurface utility improvements.

SECTION 2. The City Council of the City of Duncanville authorizes the City Manager to negotiate a change order with Pavecon Public Works, LP, not to exceed \$90,000.00 to deconflict the utility line at Sunset Village Drive.

SECTION 3. That this Resolution shall take effect immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution authorizing the receipt of a grant from the Edward Byrne Memorial Justice Assistance Grant Program (JAG), to be administered by the City of Dallas, to provide funding for the Police Department, to purchase a service agreement for three additional years for the five currently owned GPS trackers, police bicycles and other related equipment, with a total grant value of \$9,671.91.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Mark LiVigni, Acting Chief of Police
Matthew Stogner, Lieutenant

BACKGROUND/HISTORY:

The Edward Byrne Memorial Justice Assistance Grant (JAG) is administered by the U.S. Department of Justice. Each year, many law enforcement agencies across the United States receive funding from the JAG used to improve the criminal justice system, such as purchasing equipment, hiring additional personnel, or funding crime-control programs.

In relation to the JAG program, the federal government considers the Metroplex a “disparate jurisdiction.” Knowing that the cities surrounding Dallas vie for funds between each other and bear unique economic characteristics and population strengths, the U.S. Department of Justice devised a program within JAG called “Fund Share.” The Fund Share allows the chief executive officer of one of the eligible units of local government in the disparate jurisdiction to submit a joint application for JAG funds on behalf of the other eligible units of local governments within that jurisdiction and to act as the fiscal agent for them in administering the JAG Funds. In our case, the City of Dallas is this fiscal agent and is charged with administering the funds, distributing the funds, and on-site visits and inspections to ensure the funds are being utilized appropriately.

POLICY EXPLANATION:

There is no specific policy impact in the acceptance of this grant.

FUNDING SOURCE:

Upon application and the City Council acceptance of the awarded funds, the awarded funds will be deposited into an interest-bearing account for use by the Duncanville Police Department to purchase a service agreement for three additional years for the five currently owned GPS trackers, police bicycles and other related equipment totaling the entire grant funding of \$9,671.91.

Contract Log #:

1539

RECOMMENDATION:

Staff recommends approval of a Resolution approving the application for and acceptance of The Edward Byrne Memorial Justice Assistance Grant Program (JAG), to be administered by the City of Dallas, to be used to purchase a service agreement for three additional years for the five currently owned GPS trackers, police bicycles and other related equipment, with a total grant value of \$9,671.91.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2019-082R2 - FY22 Edward Byrne Memorial Justice Assistance Grant Program \(JAG\) with a total grant value of \\$9,671.91 - Pdf](#)

RESOLUTION NO. 2019-082R2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM (JAG), TO BE ADMINISTERED BY THE CITY OF DALLAS, IN THE AMOUNT OF \$9,671.91, UTILIZED TO PURCHASE A SERVICE AGREEMENT FOR THREE ADDITIONAL YEARS FOR THE FIVE CURRENTLY OWNED GPS TRACKERS, POLICE BICYCLES AND OTHER RELATED EQUIPMENT, FOR THE POLICE DEPARTMENT; AND AUTHORIZING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL TO EXECUTE ALL DOCUMENTS IN REGARD TO THE REQUESTED FUNDS, WHICH INCLUDES THE AUTHORIZATION TO APPLY FOR, ACCEPT, REJECT, ALTER OR TERMINATE THE GRANT.

WHEREAS, the City Council for the City of Duncanville finds it in the best interest of the citizens of the City of Duncanville that the Edward Byrne Memorial Justice Assistance Grant Program be operated for the Fiscal Year 2022; and

WHEREAS, the City Council for the City of Duncanville agrees that in the event of loss or misuse of the Criminal Justice Division funds, the City Council assures that the funds will be returned to the Criminal Justice Division in full; and

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

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

SECTION 1. That the City Council for the City of Duncanville authorizes the City Manager or her designee to submit an application and accept the U.S. Department of Justice Fund Share award to purchase three additional years of service agreement for five GPS trackers and police bicycles and equipment for the police department in the amount of \$9,671.91.

SECTION 2. That the City Council for the City of Duncanville assures the awarded funds will be returned to the U.S. Department of Justice in full in the event of loss or misuse of U.S. Department of Justice funds.

SECTION 3. That the City Council for the City of Duncanville authorizes the City Manager, as the authorized official, to execute all documents in regard to the request and

grant funds, which includes the authorization to apply for, accept, reject, alter or terminate the grant.

SECTION 4. That the City Council for the City of Duncanville agrees and directs the City of Duncanville will comply with the terms and conditions set by the U.S. Department of Justice applicable to said grant.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider an Ordinance granting to Atmos Energy Corporation, a Texas and Virginia Corporation, its successors and assigns, a franchise to construct, maintain, and operate pipelines and equipment in the City of Duncanville, Dallas County, Texas, for the transportation, delivery, sale, and distribution of gas in, out of, and through said city for all purposes; providing for the payment of a fee or charge for the use of the public rights-of-ways; and providing that such fee shall be in lieu of other fees and charges, excepting ad valorem taxes; and repealing all previous gas franchise ordinances.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Edena J. Atmore, CPA, Interim Finance Director

BACKGROUND/HISTORY:

Atmos Energy Corporation is requesting access to construct, maintain, and operate pipelines and equipment in the City of Duncanville to sell and distribute gas in, out of, and through the City for all purposes. For this access and privilege, Atmos Energy will provide the City of Duncanville a fee for using the public rights-of-way.

Atmos Energy Corporation will pay the City 5% of its Gross Revenues as defined in the attached agreement.

The proposed agreement shall be from March 1, 2022, until December 1, 2046.

POLICY EXPLANATION:

Adoption of the ordinance will require two readings.

The first reading of the Ordinance will occur on September 7, 2021, and does not require a vote or action to be taken by Council.

The second reading of the Ordinance will occur on September 21, 2021, with action to be taken by Council.

FUNDING SOURCE:

Franchise fees are revenue to the General Fund.

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends that Council approve the agreement and ordinance, and authorize the Mayor of the City of Duncanville to sign the franchise agreement with Atmos Energy Corporation after the second reading of the ordinance at the September 21, 2021, Council Meeting.

ATTACHMENTS:

[Attachment 1 -Ordinance No. - 2413 - Atmos Energy Franchise Agreement](#)

ORDINANCE NO: 2413

AN ORDINANCE GRANTING TO ATMOS ENERGY CORPORATION, A TEXAS AND VIRGINIA CORPORATION, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT, MAINTAIN, AND OPERATE PIPELINES AND EQUIPMENT IN THE CITY OF DUNCANVILLE, DALLAS COUNTY, TEXAS, FOR THE TRANSPORTATION, DELIVERY, SALE, AND DISTRIBUTION OF GAS IN, OUT OF, AND THROUGH SAID CITY FOR ALL PURPOSES; PROVIDING FOR THE PAYMENT OF A FEE OR CHARGE FOR THE USE OF THE PUBLIC RIGHTS-OF-WAYS; AND PROVIDING THAT SUCH FEE SHALL BE IN LIEU OF OTHER FEES AND CHARGES, EXCEPTING AD VALOREM TAXES; AND REPEALING ALL PREVIOUS GAS FRANCHISE ORDINANCES.

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

SECTION 1. GRANT OF AUTHORITY: The City of Duncanville, Texas, hereinafter called "City," hereby grants to Atmos Energy Corporation, Mid-Tex Division, hereinafter called "Atmos Energy," its successors and assigns, consent a non-exclusive use and occupy the present and future streets, alleys, highways, public utility easements, public ways and other public places ("Public Rights-of-Way"), for the purpose of laying, maintaining, constructing, protecting, operating, and replacing therein and thereon pipelines and all other appurtenant equipment (the "System") to deliver, transport, and distribute gas in, out of, and through City for persons, firms, and corporations, including all the general public, and to sell gas to persons, firms, and corporations, including all the general public, within the City corporate limits, as such limits may be amended from time to time during the term of this franchise, said consent being granted for a term ending December 31, 2046.

SECTION 2. CONSTRUCTION, MAINTENANCE, OPERATION & RELOCATION OF ATMOS ENERGY FACILITIES:

- A. Atmos Energy shall lay, maintain, construct, operate, and replace its pipes, mains, laterals, and other equipment to minimize interference with traffic, place or cause to be placed appropriate barriers to mark excavations or obstructions, and restore to approximate original condition all Public Rights-of-Way that it may disturb. In determining the location of the facilities of the City and other users of Public Right-of-Way within City, City shall minimize interference with then existing facilities of Atmos Energy and shall require other users of Public Rights-of-Way to minimize interference with existing facilities of Atmos Energy. In the event of a conflict between the location of the proposed facilities of Atmos Energy and the location of the existing facilities of City or other users of Public Rights-of-Way within Public Rights-of-Way that cannot otherwise be resolved, City or an authorized agent of City shall resolve the conflict and determine the location of the respective facilities within the Public Rights-of-Way.

Atmos Energy or contractors working on behalf of Atmos Energy shall not be required to pay for street cutting, street excavation or other special permits related to excavations in Public Rights-of-Way in connection with Atmos Energy's operations in Public Rights-of-Way. City shall provide Atmos Energy with its annual capital improvements plan as well as any updates or changes as soon as the plan, update, or change becomes available. City shall notify Atmos Energy as soon as reasonably possible of any projects that will affect Atmos Energy's facilities located in the Public Rights-of-Way. When required by City to remove or relocate its mains, laterals, and/or other facilities lying within Public Rights-of-Way, Atmos Energy shall do so as soon as practically possible with respect to the scope of the project. In no event shall Atmos Energy be required to remove or relocate its facilities in less than thirty (30) days from the time notice is given to Atmos Energy by City.

- B. If City, in constructing its sewers, drainage, water lines, streets, or utilities, should request that Atmos Energy remove or relocate its mains, laterals, and other facilities lying within Public Rights-of-Way, Atmos Energy shall do so at its own expense for facilities that are in conflict, unless such work is for the primary purpose of beautification or to accommodate a private developer. Facilities are deemed to be in conflict to the extent that the proposed City facilities are determined by Atmos Energy to be inconsistent with gas distribution industry standard safe operating practices for existing facilities. Atmos Energy shall not be required to relocate facilities to a depth of greater than four (4) feet unless prior agreement is obtained from Atmos Energy.

When Atmos Energy is required by City to remove or relocate its mains, laterals, and other facilities lying within Public Rights-of-Way to accommodate a request by City, and costs of utility removals or relocations are eligible under federal, state, county, local or other programs for reimbursement of costs and expenses incurred by Atmos Energy as a result of such removal or relocation, and such reimbursement is required to be handled through City, Atmos Energy costs and expenses shall be included in any application by City for reimbursement if Atmos Energy submits its cost and expense documentation to City prior to the filing of the application. City shall provide reasonable written notice to Atmos Energy of the deadline for Atmos Energy to submit documentation of the costs and expenses of such relocation to City. In the event that the City does not provide sufficient written notice to Atmos Energy as set forth in this paragraph, the City shall be responsible for fifty percent (50%) of the cost of the removal or relocation of Atmos Energy's facilities.

If Atmos Energy is required by City to remove or relocate its mains, laterals, or other facilities lying within Public Rights-of-Way for any reason other than the construction or reconstruction of sewers, drainage, water lines, streets or utilities by City, Atmos Energy shall be entitled to reimbursement from City or others of the cost and expense of such removal or relocation.

- C. When Atmos Energy is required to remove or relocate its mains, laterals or other facilities to accommodate construction by City without reimbursement from City, Atmos Energy shall have the right to seek recovery of relocation costs as provided for in applicable state and/or federal law. Nothing herein shall be construed to prohibit, alter, or modify in any way the right of Atmos Energy to seek or recover a surcharge from customers for the cost of relocation pursuant to applicable state and/or federal law. City shall not oppose recovery of relocation costs when Company is required by City to perform relocation. City shall not require that Company document request for reimbursement as a pre-condition to recovery of such relocation costs.

- D. If City abandons any Public Rights-of-Way in which Atmos Energy has facilities, such abandonment shall be conditioned on Atmos Energy's right to maintain its use of the former Public Right-of-Way and on the obligation of the party to whom the Public Right-of-Way is abandoned to reimburse Atmos Energy for all removal or relocation expenses if Atmos Energy agrees to the removal or relocation of its facilities following abandonment of the Public Right-of-Way. If the party to whom the Public Right-of-Way is abandoned requests Atmos Energy to remove or relocate its facilities and Atmos Energy agrees to such removal or relocation, such removal or relocation shall be done within a reasonable time at the expense of the party requesting the removal or relocation. If relocation cannot practically be made to another Public Right-of-Way, the expense of any right-of-way acquisition shall be considered a relocation expense to be reimbursed by the party requesting the relocation.

SECTION 3. INDEMNITY & INSURANCE: In the event of injury to any person or damage to any property by reason of Atmos Energy's construction, operation, maintenance, or replacement of Atmos Energy's pipeline system within Public Rights-of-Way, Atmos Energy shall indemnify and keep harmless City from any and all liability in connection therewith, except to the extent such injury or damage is attributable to the fault of the City, including, without limitation, the City's negligent or intentional acts or omissions. Atmos Energy's insurance of its obligations and risks undertaken pursuant to this franchise may be in the form of self-insurance to the extent permitted by applicable law, under an Atmos Energy plan of self-insurance maintained in accordance with sound accounting and risk-management practices.

SECTION 4. NON-EXCLUSIVE FRANCHISE: The rights, privileges, and franchises granted by this ordinance are not to be considered exclusive, and City hereby expressly reserves the right to grant, at any time, like privileges, rights, and franchises as it may see fit to any other person or corporation for the purpose of transporting, delivering, distributing, or selling gas to and for City and the inhabitants thereof.

SECTION 5. PAYMENTS TO CITY:

- A. Atmos Energy, its successors and assigns, agrees to pay and City agrees to accept, on or before the 1st day of March, 2022, and on or before the first day of each March, June, September, and December during the term of this franchise, the last payment being made on the 1st day of December, 2046, a sum of money which shall be equivalent to five percent (5%) of the Gross Revenues, as defined in 5.B below, received by Atmos Energy during the preceding calendar quarter.
- B. "Gross Revenues" shall mean:
 - (1) all revenues received by Atmos Energy from the sale of gas to all classes of customers (excluding gas sold to another gas utility in the City for resale to its customers within City) within the City;
 - (2) all revenues received by Atmos Energy from the transportation of gas through the System of Atmos Energy within the City to customers located within the City (excluding any gas transported to another gas utility in City for resale to its customers within City);
 - (3) the value of gas transported by Atmos Energy for Transport Customers through the System of Atmos Energy within the City ("Third Party Sales")(excluding the value of any gas transported to another gas utility in City for resale to its customers within City), with the value of such gas to be established by utilizing Atmos Energy's monthly Weighted Average Cost of Gas charged to industrial customers in the Mid-Tex division, as reasonably near the time as the transportation service is performed; and
 - (4) "Gross Revenues" shall also include fees collected pursuant to this agreement and the following "miscellaneous charges": charges to connect, disconnect, or reconnect gas and charges to handle returned checks from consumers within the City.

(5) “Gross Revenues” shall not include:

- (a) revenues billed but not ultimately collected or received by Atmos Energy;
- (b) contributions in aid of construction;
- (c) the revenue of any affiliate or subsidiary of Atmos Energy;
- (d) sales tax paid to the City;
- (e) interest or investment income earned by Atmos Energy; and
- (f) monies received from the lease or sale of real or personal property, provided, however, that this exclusion does not apply to the lease of facilities within the City's right of way.

C. The initial payment for the rights and privileges herein provided shall be for the privilege period January 1 through March 31, 2022, and each succeeding payment shall be for the privilege period of the calendar quarter in which the payment is made.

It is also expressly agreed that the aforesaid payments shall be in lieu of any and all other and additional occupation taxes, easement, franchise taxes or charges (whether levied as an ad valorem, special, or other character of tax or charge), municipal license, permit, and inspection fees, bonds, street taxes, and street or alley rentals or charges, and all other and additional municipal taxes, charges, levies, fees, and rentals of whatsoever kind and character that City may now impose or hereafter levy and collect from Atmos Energy or Atmos Energy’s agents, excepting only the usual general or special ad valorem taxes that City is authorized to levy and impose upon real and personal property. If the City does not have the legal power to agree that the payment of the foregoing sums of money shall be in lieu of taxes, licenses, fees, street or alley rentals or charges, easement or franchise taxes or charges aforesaid, then City agrees that it will apply so much of said sums of money paid as may be necessary to satisfy Atmos Energy’s obligations, if any, to pay any such taxes, licenses, charges, fees, rentals, easement or franchise taxes or charges aforesaid.

D. Effect of Other Municipal Franchise Ordinance Fees Accepted and Paid by Atmos Energy

If Atmos Energy should at any time after the effective date of this Ordinance agree to a new municipal franchise ordinance, or renew an existing municipal franchise ordinance, with another municipality in Atmos Energy’s Mid-Tex Division, which municipal franchise ordinance determines the franchise fee owed to that municipality for the use of its public rights-of-way in a manner that, if applied to the City, would result in a franchise fee greater than the amount otherwise

due City under this Ordinance, then the franchise fee to be paid by Atmos Energy to City pursuant to this Ordinance may, at the election of the City, be increased so that the amount due and to be paid is equal to the amount that would be due and payable to City were the franchise fee provisions of that other franchise ordinance applied to City. The City acknowledges that the exercise of this right is conditioned upon the City's acceptance of all terms and conditions of the other municipal franchise *in toto*. The City may request waiver of certain terms and Company may grant, in its sole reasonable discretion, such waiver.

E. Atmos Energy Franchise Fee Recovery Tariff

- (1) Atmos Energy may file with the City a tariff or tariff amendment(s) to provide for the recovery of the franchise fees under this agreement.
- (2) City agrees that (i) as regulatory authority, rates or tariff which provide for 100% recovery of such franchise fees as part of Atmos Energy's rates; (ii) if the City intervenes in any regulatory proceeding before a federal or state agency in which the recovery of Atmos Energy's franchise fees is an issue, the City will take an affirmative position supporting 100% recovery of such franchise fees by Atmos Energy and; (iii) in the event of an appeal of any such regulatory proceeding in which the City has intervened, the City will take an affirmative position in any such appeals in support of the 100% recovery of such franchise fees by Atmos Energy.
- (3) City agrees that it will take no action, nor cause any other person or entity to take any action, to prohibit the recovery of such franchise fees by Atmos Energy.

F. Lease of Facilities Within City's Rights-of-Way. Atmos Energy shall have the non-exclusive right to lease, license or otherwise grant to a party other than Atmos Energy the use of its facilities within the City's public rights-of-way provided: (i) Atmos Energy first notifies the City of the name of the lessee, licensee or user; the type of service(s) intended to be provided through the facilities; and the name and telephone number of a contact person associated with such lessee, licensee or user and (ii) Atmos Energy makes the franchise fee payment due on the revenues from such lease pursuant to Section 5 of this Ordinance. This authority to Lease Facilities within City's Rights-of-Way shall not affect any such lessee, licensee or user's obligation, if any, to pay franchise fees.

- G. City shall within thirty (30) days of final approval, give Company notice of annexations and disannexations of territory by the City, which notice shall include a map and addresses, if known. Upon receipt of said notice, Company shall promptly initiate a process to reclassify affected customers into the city limits no later than sixty (60) days after receipt of notice from the City. The annexed areas added to the city limits will be included in future franchise fee payments in accordance with the sales tax effective date of the annexation if notice was timely received from City. Upon request from City, Company will provide documentation to verify that affected customers were appropriately reclassified and included for purposes of calculating franchise fee payments. In no event shall the Company be required to add premises for the purposes of calculating franchise payment prior to the earliest date that the same premises are added for purposes of collecting sales tax.

SECTION 6. ACCEPTANCE OF FRANCHISE: In order to accept this franchise, Atmos Energy must file with the City Secretary its written acceptance of this franchise ordinance within sixty (60) days after its final passage and approval by City. If such written acceptance of this franchise ordinance is not filed by Atmos Energy, the franchise ordinance shall be rendered null and void.

When this franchise ordinance becomes effective, all previous ordinances of City granting franchises for gas delivery purposes that were held by Atmos Energy shall be automatically canceled and annulled, and shall be of no further force and effect.

SECTION 7. PARAGRAPH HEADINGS. CONSTRUCTION: The paragraph headings contained in this ordinance are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the preparation of this ordinance and this ordinance shall not be construed either more or less strongly against or for either party.

SECTION 8. EFFECTIVE DATE: If Atmos Energy accepts this ordinance, it becomes effective as of January 1, 2022.

PASSED AND APPROVED on this the 7th day of August, 2021.

ATTEST:

Kristin Downs, City Secretary

Barry Gordon, Mayor
City of Duncanville, Texas

STATE OF TEXAS §
COUNTY OF DALLAS §
CITY OF DUNCANVILLE §

I, Kristin Downs, City Secretary of the City of Duncanville, Dallas County, Texas, do hereby certify that the above and foregoing is a true and correct copy of an ordinance passed by the City Council of the City of Duncanville, Texas, at a _____ session, held on the _____ day of _____, 2021, as it appears of record in the Minutes in Book _____, page _____.

WITNESS MY HAND AND SEAL OF SAID CITY, this the ____ day of _____, 2021.

Kristin Downs, City Secretary
City of Duncanville, Texas



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution nominating a candidate for Board of Directors of the Dallas Central Appraisal District (DCAD).

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

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

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

Each incorporated city and town represented by the Dallas Central Appraisal District nominates one candidate to the DCAD Board of Directors. The current Board Director representing the suburban cities is Michael Hurtt, former mayor of Desoto.

City Secretary Downs has reached out to Cheryl Jordan, Community Relations Officer at DCAD, and Mr. Hurtt has expressed a desire to serve. Councilmember Cooks has also voiced his interest in serving on the Board.

POLICY EXPLANATION:

The Property Tax Code specifies qualifications to serve on the DCAD Board of Directors in Section 6.03:

1. Must be a resident of the Dallas CAD for at least two years prior to election.
2. May be an elected official of an agency represented by the DCAD.
3. Cannot be an employee of any agency represented by the DCAD.
4. Cannot be related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.
5. Cannot own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
 - a) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or
 - b) a suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.

6. An individual is ineligible to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years.
7. An individual is ineligible to serve on an appraisal district board of directors if the individual has served as a member of the board of directors for all or part of five terms, unless: the individual was the county assessor-collector at the time the individual served as a board member. **This requirement take effect for this election but is not retrospective. The five term limit starts with the 2022/2023 term being the first term to be counted.**
8. An individual is ineligible to serve on an appraisal district board of directors if the individual has been an employee of the appraisal district at any time during the preceding three years.

October 15, 2021 is the deadline to submit nominations to the Chief Appraiser. By October 30, 2021 the Chief Appraiser will prepare a resolution ballot. The deadline to submit the official resolution ballot (vote) is December 16, 2021 or as soon as practical thereafter. By January 1, 2022 the results of the election will be affirmed. The term of office for each member is two years beginning on January 1, 2022.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends Council nominate a candidate for the Board of Directors of the Dallas Central Appraisal District (DCAD) and to approve a Resolution of the City Council of the City of Duncanville, Texas, nominating the candidate.

ATTACHMENTS:

[Attachment 1 - DCAD Nomination Letter](#)

[Attachment 2 - Resolution No. - 2021-065 - 2021 - DCAD Candidate](#)

ATTACHMENT 1



**Dallas Central
Appraisal District**

Date: August 19, 2021

To: Barry L. Gordon, Mayor, City of Duncanville

From: W. Kenneth Nolan, Executive Director/Chief Appraiser

Re: Election/Appointment of Members to Board of Directors of the Dallas Central Appraisal District

The Property Tax Code, Section 6.03, requires that an election or appointment of members to the Board of Directors of an appraisal district be conducted in odd numbered years. The term of office for elected or appointed members is two years, beginning in even numbered years.

The Property Tax Code specifies the qualifications for membership to the Board of Directors in Section 6.03 of the Code. These qualifications are:

1. Must be a resident of the DCAD for at least two years prior to the election.
2. May be an elected official of an agency represented by the DCAD.
3. Cannot be an employee of any agency represented by the DCAD.
4. Cannot be related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.
5. Cannot own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
 - (A) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or
 - (B) a suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.
6. An individual is ineligible to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years.
7. An individual is ineligible to serve on an appraisal district board of directors if the individual has served as a member of the board of directors for all or part of five terms, unless: the individual

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ATTACHMENT 1

was the county assessor-collector at the time the individual served as a board member. **This requirement takes effect for this election but is not retrospective. The five term limit starts with the 2022/2023 term being the first term to be counted.**

8. An individual is ineligible to serve on an appraisal district board of directors if the individual has been an employee of the appraisal district at any time during the preceding three years.

Pursuant to the provisions of the Property Tax Code in 1979, the agencies of Greater Dallas County elected to amend the manner in which representatives were chosen. By special provision of the Property Tax Code, it was decided that the following procedure would be adopted for the election or appointment of members.

Appointments

- A. The City of Dallas will be entitled to appoint one (1) member to the Board.
- B. The Dallas Independent School District will be entitled to appoint one (1) member to the Board.
- C. The Dallas County Commissioners will be entitled to appoint one (1) member to the Board. The member appointed by the Commissioners Court may not be a resident of either the City of Dallas or the Dallas Independent School District.

Elections

- D. **Each of the incorporated cities and towns, except the City of Dallas, shall have the right to nominate by official resolution one (1) candidate as the fourth member to the Board. The said cities and towns shall, from among the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, a member to the Board of Directors.**
- E. Each of the Independent School Districts, and the Dallas College, except the Dallas Independent School District, shall have the right to nominate by official resolution one (1) candidate as the fifth member to the Board. The said Independent School Districts shall, from among the nominations received, elect by a majority vote, with each Independent School District being entitled to one (1) vote, a member to the Board of Directors.

The votes required for appointment of the Board of Directors as prescribed by the Texas Property Tax Code, in Subsections d and e, hereof, shall be by a majority of those authorized to vote in Subsections d and e, respectively, and not by a majority of the quorum. In accordance with the procedures described in the Property Tax Code, the schedule for election/appointment is as follows:

- | | |
|-----------------|---|
| By October 15: | Nominees for each entity described in Subsections d and e hereto shall be submitted to the Chief Appraiser. |
| By October 30: | The Chief Appraiser shall prepare a resolution ballot for those entities described in Subsections d and e hereto and submit the ballot accordingly. |
| By December 16: | Each agency entitled to vote will do so by official resolution ballot and return same to the Chief Appraiser as soon thereafter as practical. |
| By January 1: | Results of the election will be affirmed. |

The County of Dallas, the City of Dallas and the Dallas Independent School District should advise the Chief Appraiser of their appointments no later than November 15, if possible. These appointments should also be by official resolution. The term of office for each member is two years beginning on January 1, 2022.

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ATTACHMENT 1

At the conclusion of the process, every agency will be advised of the final appointments or election results. For the convenience of the entities, a sample resolution is included for the purpose of nominations from the suburban cities and school districts. If you have any questions about this process, please contact me or Cheryl Jordan at 214/631-0520.

Enclosure (Sample Resolution)

cc: Aretha Ferrell-Benavides, City Manager
Kristin Downs, City Secretary
Edena Almore, Interim Finance Director

RESOLUTION NO. 2021-065

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, NOMINATING _____ AS A CANDIDATE FOR THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

WHEREAS, The Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, each of the incorporated cities and towns, except for City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as a member of the Board of Directors; and

WHEREAS, the said cities and towns shall, from among the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, a member of the Board of Directors.

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

SECTION 1. the Council of the City of Duncanville, Texas does hereby nominate _____ as a candidate to be a member of the Board of Director of the Dallas Central Appraisal District.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Consider a Resolution of appointing _____ as a member to the North Central Texas Housing Finance Corporation (NCTHFC) for a term of ____ () years.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- WorkPlan Item N/A

STAFF RESPONSIBLE:

Aretha R. Ferrell-Benavides, City Manager

BACKGROUND/HISTORY:

The North Central Texas Housing Finance Corporation (NCTHFC) is an organization incorporated in 1981 as a nonprofit corporation and a public instrument of the Counties of Ellis, Hunt, Kaufman, Navarro and Rockwall Counties, and the Cities of Cedar Hill, DeSoto, Duncanville, Lancaster, and Waxahachie. The NCTHFC is organized and exists under the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code, for the public purpose of providing financing for the cost of residential ownership and development within the Counties that will provide decent, safe, and sanitary housing for persons of low and moderate-income at prices they can afford. The Act authorizes the Corporation to issue its revenue obligations to accomplish such a public purpose.

As per Section 2.01 of the attached bylaws of the NCTHFC, "each Sponsoring Local Government Unit ("Unit") shall appoint a director and may appoint up to two alternate directors, all of whom shall reside within the Unit that appointed them." Directors and alternate directors are removable only by the Unit which appointed them, and each Unit is allowed to set the length of term for the directors and alternate directors, but no term shall be in excess of six (6) years.

Former Councilmember Johnette Jameson was appointed as the director for the City of Duncanville. Mrs. Jameson was appointed to the North Central Texas Housing Corporation on August 3, 2010.

This agenda item is to provide and update on the appointment requirements and for City Council to formally via Resolution appoint a director and possible appointment(s) for alternate directors to the NCTHFC Board of Directors for a specific term as identified in the organization by-laws. The only requirement for the director or alternate director(s) is to be a resident of the appointing jurisdiction.

POLICY EXPLANATION:

The City Council has the authority to appoint or remove members of boards and commissions. This item is for discussion by City Council as to whether to appoint a director and alternate director(s) to the North Central Texas Housing Finance Corporation as representatives of the City of Duncanville.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

It is recommended that City Council appoint _____ as a member to the North Central Texas Housing Finance Corporation (NCTHFC) for a term of ____ () years.

ATTACHMENTS:

[Attachment 1 - N Central Tx By Laws 11.11.2016](#)

[Attachment 2 - August 3, 2010 City Council Minutes](#)

[Attachment 3 - Resolution No. - 2021-067 - Appointment of North Central Housing Finance Corporation](#)

ATTACHMENT 1

BY-LAWS OF
NORTH CENTRAL TEXAS HOUSING FINANCE CORPORATION

ARTICLE I

Powers and Purposes

SECTION 1.01: Purpose. The North Central Texas Housing Finance Corporation (the "Corporation") is duly incorporated under and pursuant to the Texas Housing Finance Corporation Act (the "Act") for the purpose of benefiting and accomplishing public purposes of, and on behalf of, those Local Governmental Units specified in Schedule A attached hereto and made part hereof (the "Sponsoring Local Governmental Units"), by financing the cost of residential ownership and development that will provide decent, safe and sanitary housing for residents of the Unit at prices they can afford. It has been determined and declared by the Legislature of the State of Texas that such residential ownership and development will (a) provide for and promote the public health, safety, morals, and welfare; (b) relieve conditions of unemployment and encourage the increase of industry and commercial activity and economic development so as to reduce the evils attendant upon unemployment; (c) provide for efficient and well-planned urban growth and development including the elimination and prevention of potential urban blight and proper coordination of industrial facilities with public services, mass transportation and residential development; (d) assist persons of low and moderate income in acquiring and owning decent, safe and sanitary housing which they can afford; and (e) preserve and increase ad valorem tax bases of local governmental units; and the foregoing have been determined and declared by the Legislature of the State of Texas to lessen the burden of government and to be public purposes and functions.

The Corporation is organized solely to carry out the purposes of the Act and specifically shall have the power to make or acquire home mortgages or make loans to lending institutions.

SECTION 1.02: Powers. The Corporation shall have all such powers as are conferred by the Articles of Incorporation and the Act.

SECTION 1.03. Exercise of Powers, and Authorization of Bonds. The exercise of any or all powers granted by the Act may be authorize, and the bonds may be authorized to be issued under the Act for the purposes set forth in the Act, by resolution of the Board of Directors of the Corporation, which shall take effect immediately upon adoption.

SECTION 1.04. Books and Records. The Corporation shall keep correct and complete books and records of account and shall keep minutes of proceedings of its Board of Directors. Such books and records may be stored electronically, in print or other form acceptable to the Board.

ATTACHMENT 1

ARTICLE II**Board of Directors**

SECTION 2.01. Appointment, Removal, Number and Term of Office. Each Sponsoring Local Governmental Unit ("Unit") shall appoint a director and may appoint up to two alternate directors all of whom shall reside within the Unit that appointed them. All directors and alternate directors shall be entitled to attend any meeting; however each Unit shall be entitled to only one vote, which shall be cast by the director or, in the absence of the director by one of the alternate directors. The director shall have the power to vote, whenever present at a board meeting. The number of directors shall increase or decrease based upon the number of Units of the Corporation. Each director, including the initial directors, and each alternate director shall be eligible for reappointment. Directors and alternate directors are removable only by the Unit which appointed the director, for cause or at will. Any vacancy occurring on the Board of Directors through death, resignation, or otherwise, shall be filled by appointment by the Unit which appointed the vacating director and the appointed director or alternate director shall hold office until the expiration of the term for which the vacating director had been appointed. Each Unit shall set the length of term of the directors and alternate directors it appoints but no term shall be in excess of six (6) years. Each Unit shall notify the Corporation, in writing, of its appointed directors, alternate directors and their respective terms, and give written notice to the Corporation of any changes made thereto.

SECTION 2.02. Meeting of Directors. The directors may hold their meeting within or without the State of Texas as the Board of Directors may from time to time determine; provided, however, in the absence of any such determination by the Board of Directors, the meeting may be held at the registered office of the Corporation in the State of Texas. Meeting may also be held via telephone, in person, video conferencing or the method agreed upon by the Board of Directors.

SECTION 2.03. Regular Meetings. Regular Meetings of the Board of Directors shall be held without necessity of notice at such times and places as shall be designated, from time to time, by resolution of the Board of Directors.

SECTION 2.04. Special Meetings. Special Meetings shall be held whenever called by the, president, by the secretary, by a majority of the directors for the time being in office or upon advise of or request by the governing body of the local governmental unit.

The Secretary shall give notice to each director of each Special Meeting in person, or by mail, telephone or telegraph, at least two (2) hours before the meeting. Unless otherwise indicated in the notice thereof, any and all matters pertaining to the purposes of the Corporation may be considered and voted upon at a Special Meeting. At any meeting at which every director shall be present, even though without any notice, any matter pertaining to the purpose of the Corporation may be considered and acted upon. Whenever any notice is required to be given to any director hereunder, a waiver thereof in writing signed by the person or persons entitled to

ATTACHMENT 1

such notice, whether before or after the time stated therein, shall be equivalent to giving of such notice.

SECTION 2.05. Quorum. Quorum shall be a majority of the directors eligible to cast a vote at a meeting. Alternate directors not eligible to vote are not directors for purposes of quorum. When the quorum is present, action may be taken by a majority vote to the directors present who are eligible to vote.

SECTION 2.06. Conduct of Business. At the meeting of the Board of Directors, matters pertaining to the purposes of the Corporation shall be considered in such order as from time to time the Board of Directors may determine.

At all meetings of the Board of Directors, the president shall preside, and in the absence of the president, the vice president shall exercise the powers of the president.

The secretary of the Corporation shall act as secretary of all meeting of the Board of Directors, but in the absence of the secretary, the presiding officer may appoint any person to act as secretary of the meeting.

SECTION 2.07. Executive Committee. The Board of Directors, by resolution passed by a majority of the directors in office, may designate two or more directors to constitute an executive committee, which committee, to the extent provided in such resolution, shall have and may exercise all of the authority of the Board of Directors in the management of the Corporation, except where action of the Board of Directors is specified by law. The executive committee so designated shall keep regular minutes of the transactions of its meetings and shall cause such minutes to be recorded in books kept for that purpose in the office of the Corporation, and shall report the same to the Board of Directors from time to time.

SECTION 2.08. Compensation of Directors. Directors as such shall not receive any salary or compensation for their services, except that they shall be reimbursed for their actual expenses incurred in the performance of their duties hereunder.

ARTICLE III

Officers

SECTION 3.01. Titles and Term of Office. The officers of the Corporation shall be a president, a vice president, a secretary and a treasurer, and such other officers as the Board of Directors may from time to time elect or appoint. One person may hold more than one office, except that the president shall not hold the office of secretary. Terms of office shall not exceed three years. The President and Vice-President shall be chosen from the members of the Board of Directors. The Treasurer and Secretary may or may not be members of the Board. It is the

ATTACHMENT 1

intention of the Board of Directors to conduct officer elections at the fourth quarter meeting of every third calendar year.

All officers shall be subject to removal from office, with or without cause, at any time by a vote of a majority of the entire Board of Directors.

A vacancy in the office of any officer shall be filled by a vote of a majority of the directors.

SECTION 3.02. Powers and Duties of the President. The president shall be the chief executive officer of the Corporation and, subject to the Board of Directors, he shall be in general charge of the properties and affairs of the Corporation; he shall preside at all meetings of the Board of Directors; in furtherance of the purposes of this Corporation, he may sign and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments in the name of the Corporation.

SECTION 3.03. Vice President. The vice president shall have such powers and duties as may be assigned to him by the Board of Directors and shall exercise the powers of the president during that officer's absence or inability to act. Any action taken by the vice president in the performance of the duties of the president shall be conclusive evidence of the absence or inability to act of the president at the time such action was taken.

SECTION 3.04. Treasurer. The treasurer shall have custody of all the funds and securities of the Corporation which come into his hands. When necessary or proper, he may endorse, on behalf of the Corporation, for collection, checks, notes and other obligations and shall deposit the same to the credit of the Corporation in such bank or banks or depositories as shall be designated in the manner prescribed by the Board of Directors; he may sign all receipts and vouchers for payment made to the Corporation, either alone or jointly with such other officer as is designated by the Board of Directors; whenever required by the Board of Directors, he shall render a statement of his cash account; he shall enter or cause to be entered regularly in the books of the Corporation to be kept by him for that purpose full and accurate accounts of all monies received and paid out on account of the Corporation; he shall perform all acts incident to the position of treasurer subject to the control of the Board of Directors; he shall, if required by the Board of Directors, give such bond for the faithful discharge of his duties in such form as the Board of Directors may require.

SECTION 3.05. Secretary. The secretary shall keep the minutes of all meetings of the Board of Directors in books provided for that purpose; he shall attend to the giving and serving of all notices; in furtherance of the purposes of this Corporation, he may sign with the president in the name of the Corporation, and/or attest the signature thereto, all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments of the Corporation; he shall have charge of the corporate books, records, documents and instruments, except the books of account and financial records and securities of which the treasurer shall have custody and charge, and such other books and papers as the Board of Directors may direct, all of

ATTACHMENT 1

which shall at all reasonable times be open to inspection upon application at the office of the Corporation during business hours, and he shall in general perform all duties incident to the office of the secretary subject to the control of the Board of Directors.

ARTICLE IV**Provisions Regarding Articles of
Incorporation and By-laws**

SECTION 4.01. Effective Date. These By-laws shall become effective upon adoption by the Board of Directors.

SECTION 4.02. Amendments to Articles of Incorporation and By-laws. The Articles of Incorporation may at any time and from time to time be amended, provided that the Board of Directors files with the governing bodies of the Sponsoring Local Governmental Units a written application requesting that said governing body approve such amendment to the Articles of Incorporation, specifying in such application the amendment or amendments proposed to be made. If said governing bodies by appropriate resolutions find and determine that it is wise, expedient, necessary or advisable that the proposed amendment be made, authorize the same to be made and approve the form of the proposed amendment, the Board of Directors may proceed to amend the Articles as provided in the Act.

The Articles of Incorporation may also be amended at any time by the governing bodies of the Sponsoring Local Governmental Units at its sole discretion by adopting an amendment to the Articles of Incorporation of the Corporation by resolution of said governing bodies and delivering the Articles of Amendment to the Secretary of State as provided in the Act.

These By-laws may be amended by majority vote of the Board of Directors.

SECTION 4.03. Interpretation of By-laws. These By-laws and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein. If any word, phrase, clause, sentence, paragraph, section or other part of these By-laws, or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these By-laws and the application of such word, phrase, clause, sentence, paragraph, section or other part of these By-laws to any other person or circumstance shall not be affected thereby.

ATTACHMENT 1

ARTICLE V**Fiscal Provisions**

SECTION 5.01. Non-profit Corporation -- Disposition of Earnings. The Corporation is a public non-profit corporation. No dividends shall ever be paid, and no part of the net earnings of the Corporation shall be distributed to, or inure to the benefit of, its directors, or officers, or other private person, association, or corporation, except in reasonable amount for services rendered, and except that in the event the Board of Directors of the Corporation shall determine that sufficient provision has been made for the full payment of the expenses, debts and other obligations of the Corporation, then any net earnings of the Corporation thereafter accruing shall be paid to the Sponsoring Local Governmental Units; provided, however, that nothing herein contained shall prevent the Board of Directors from transferring all or any part of its properties in accordance with the terms of any contract or agreement entered into by the Corporation.

SECTION 5.02. Fiscal Year. The fiscal year of the Corporation shall be as determined by the Board of Directors.

SECTION 5.03. Checks, Demands for Money, and Notes. All checks or demands for money and notes of the Corporation shall be signed by such officer or officers or such other person or persons as the Board of Directors may from time to time designate provided that in no event shall a check be negotiable until it is signed by at least one officer.

SECTION 5.04. Dissolution of Corporation -- Distribution of Funds and Properties. Upon dissolution of the Corporation, title to all funds and properties or interest in any real or personal property owned by the Corporation at the time of such dissolution shall vest in the Sponsoring Local Governmental Units, and possession of such funds and properties or interest in properties shall forthwith be delivered to the Sponsoring Local Governmental Units.

ARTICLE VI**General Provisions**

SECTION 6.01. Principal Office. The principal office of the Corporation shall be City of DeSoto, 211 East Pleasant Run Road, DeSoto, TX 75115, Attention: Letitia Shelton.

The Corporation shall have and continuously maintain in the State of Texas a registered office (which may be, but need not be, the same as the principal office) and registered agent in accordance with the provisions of Article 2.05, Texas Non-Profit Corporation Act. The Corporation may change its registered office and registered agent in accordance with the provisions of Article 2.06., Texas Non-Profit Corporation Act. Process may be served on the Corporation in accordance with the provisions of Article 2.07, Texas Non-Profit Corporation Act.

ATTACHMENT 1

SECTION 6.02. Seal. The seal of the Corporation shall be as determined by the Board of Directors.

SECTION 6.03. Resignations. Any director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or, if no time specified, at the time of its receipt by the president or secretary. The acceptance of a resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

ATTACHMENT 1

The amendment was adopted at a meeting of the Board of Directors held on November 12, 2016, and received the vote of a majority of the directors in office.

Dated: November 12, 2016

NORTH CENTRAL TEXAS HOUSING
FINANCE CORPORATION

By: Camelia Browder
Name: Camelia Browder
Title: President

ATTACHMENT 1

Exhibit A
Sponsoring Units

City of Cedar Hill
City of DeSoto
City of Duncanville
City of Waxahachie
City of Lancaster
Hunt County
Ellis County
Kaufman County
Navarro County
Rockwall County

**CITY COUNCIL
REGULAR MEETING
AUGUST 03, 2010**

A regular meeting of the City Council was held on Tuesday, August 03, 2010 at 7:00 p.m. with a quorum present, to wit:

David Green	Mayor
Dorothy Burton	Councilwoman
Ken Weaver	Mayor Pro Tem
Scott Cannon	Councilman
Anthony Skinner	Councilman
Grady Smithey	Councilman
Johnette Jameson	Councilwoman

The Invocation was provided by Pastor Richard Terry. The Pledge of Allegiance and Texas Pledge was led by City Secretary Dara Crabtree.

Mayor Green announced the recent appointment of City Manager Cagle to the North Texas Toll Authority Board of Directors; accepting board and commission applications until August 13, 2010; need to fill multiple vacancies; and interviews will be conducted on August 16, 2010.

Mayor Green presented a proclamation recognizing July 31 – August 7, 2010 as *National Bowling Week*.

CITIZENS PUBLIC COMMENT PERIOD *[No one spoke.]*

CONSENT AGENDA Councilman Cannon made a motion, seconded by Councilman Weaver, to approve consent items 1C through 4C. The vote was cast 7 for, 0 against.

- 1C. Approve minutes for meetings held on July 20, 2010.
- 2C. Approve Ordinance No. 2117 amending the Comprehensive Zoning Ordinance and map, as heretofore amended, to repeal the existing Special Use Permit for a Convalescent Home on property commonly known as 330 W. Camp Wisdom Road, and being more particularly described in Exhibit A, attached hereto and incorporated herein; providing special conditions; providing for approval of a site plan; attached hereto and incorporated herein as Exhibit B; providing repealing, savings, and severability clauses; and providing a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense.
- 3C. Approve Ordinance No. 2118 amending the Comprehensive Zoning Ordinances and map, as heretofore amended, to amend the existing "I-1" Light Industrial Zoning, to grant a Special Use Permit for a Commercial Amusement Indoor Sports Facility on property commonly known as 1415 S. Alexander Avenue, and being more particularly described in Exhibit A, attached hereto and incorporated herein; providing special conditions; providing repealing, savings, and severability clauses; and providing a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense.
- 4C. Approve Ordinance No. 2119 amending the Code of Ordinances by amending Section 19-107 ("Prohibited on Specific Streets") of Article VI ("Stopping, Standing and

Parking”) of Chapter 19 (“Traffic”) by repealing and replacing Subsection (18) to prohibit stopping, standing and parking on certain portions of N. Cedar Ridge Drive; providing repealing, savings, and severability clauses; and providing a penalty of fine not to exceed the sum of two hundred dollars (\$200.00) for each offense.

ITEM 5C. Councilman Smithey made a motion, seconded by Mayor Pro Tem Weaver, to approve all matters incident and related to the approving and authorizing publication of notice of intention to issue certificates of obligation, including the adoption of Resolution No. 2010-080305 pertaining thereto. Discussion followed. The vote was cast 7 for, 0 against.

ITEM 6C. Mayor Pro Tem Weaver made a motion, seconded by Councilman Cannon, to approve the professional service agreement with Earle Jones, Jr. and a 4B expenditure in the amount of \$100,000 for contractual economic development services. Discussion followed. The vote was cast 7 for, 0 against.

ITEM 7. Councilwoman Burton made a motion, seconded by Councilman Smithey, to approve Ordinance No. 2120 amending the Code of Ordinances by amending Chapter 16B by adding Article III, Illegal Smoking Products, to prohibit the use, purchase, possession, and sale of the synthetic cannabinoid known or sold under such names as “SPICE”, “GENIE”, “DaSCENTS”, “ZOHAI”, “SAGE”, “K-2” and “KO KNOCK-OUT 2” for public health purposes; providing repealing, savings, and severability clauses; and providing a penalty of fine not to exceed the sum of two-hundred dollars (\$200.00) for each offense and to forward letters to Senator Royce West and Representative Yvonne Davis requesting their support of State legislation being proposed by Senator Florence Shapiro banning this product. Discussion followed. The vote was cast 7 for, 0 against.

ITEM 8. Councilman Smithey made a motion, seconded by Councilman Cannon, to appoint Councilman Skinner as the voting member and Councilwoman Jameson as alternate to the North Central Texas Housing Corporation. The vote was cast 7 for, 0 against.

ITEM 9. COUNCILMEMBER REPORTS.

Anthony Skinner – commented on behavior during July 20th City Council meeting; mother was gravely ill and passed away on July 21st; thanked City Council and Staff for support during this difficult time; reminded citizens this is hottest part of the summer; stay cool; and look out for neighbors, especially the elderly.

Grady Smithey - commented on magnitude of City Manager Cagle’s appointment to North Texas Toll Authority Board of Directors; financing of highway projects; received earmark for bridge at Clark Road; I-20/Highway 67 northbound lane being let on August 10th; and TxDOT guaranteed the cost over runs.

Johnette Jameson – thanked everyone that attended the Public Forum on July 27th and for their comments; encouraged citizens to attend the budget workshop on August 5th; contact their councilmember with input or ideas; and need individuals to serve on the boards and commissions.

Scott Cannon – commented on need for citizens to let City Council know desires for budget (tax rate increase, service cuts, or combo of both); worst budget in 5 terms served; citizens should be informed and stay in touch with their City Council representative; congratulated Red Bird Lanes on recent anniversary celebration; Lois Cathey’s past service on the council; and the outstanding service Red Bird Lanes provides to the community.

The meeting adjourned at 7:45 p.m.

APPROVED:

David L. Green
MAYOR

ATTEST:

Dana Crabtree
CITY SECRETARY

RESOLUTION NO. 2021-067

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS APPOINTING _____ AS A MEMBER TO THE NORTH CENTRAL TEXAS HOUSING FINANCE CORPORATION (NCTHFC) FOR A TERM OF ____ () YEARS; PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The North Central Texas Housing Finance Corporation (NCTHFC) is an organization incorporated in 1981 as a nonprofit corporation and a public instrument of the Counties of Ellis, Hunt, Kaufman, Navarro and Rockwall Counties, and the Cities of Cedar Hill, DeSoto, Duncanville, Lancaster, and Waxahachie; and

WHEREAS, The NCTHFC is organized and exists under the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code, for the public purpose of providing financing for the cost of residential ownership and development within the Counties that will provide decent, safe, and sanitary housing for persons of low and moderate-income at prices they can afford; and

WHEREAS, As per Section 2.01 of the bylaws of the NCTHFC, "each Sponsoring Local Government Unit ("Unit") shall appoint a director and may appoint up to two alternate directors, all of whom shall reside within the Unit that appointed them."; Directors and alternate directors are removable only by the Unit which appointed them, and each Unit is allowed to set the length of term for the directors and alternate directors, but no term shall be in excess of six (6) years; and

WHEREAS, the City Council desires to appoint _____ as a member of the NCTHFC a director to serve a term not to exceed six (6) years.

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

SECTION 1. The Duncanville City Council hereby confirms the appointment of _____ as a member of the North Central Texas Housing Finance Corporation (NCTHFC) to serve a ____ () year term.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville,
Texas, on the 7th day of September, 2021.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 07 Sep 2021

TITLE:

Receive the Monthly Financial Report as of July 31, 2021.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

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

STAFF RESPONSIBLE:

Edena Atmore, Interim Finance Director

BACKGROUND/HISTORY:

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

POLICY EXPLANATION:

July 2021 is the tenth month in fiscal year 2021 and we would expect revenues and expenditures to be at about 83.3% of their budgets. Below are financial highlights as of the July 2021 Financial Report.

General Fund:

- General Fund ending fund balance is \$16.6 million, which is approximately 107 days of operations based on the adopted budget.
- Overall General Fund revenues and transfers in are at 88.2% of the budget.
 - Current property tax payments are at 99.8% of the budget. This is about \$900 thousand (5.7%) higher than the same time last year primarily due to an increase in property values. Property tax revenues were due by the end of January.
 - Overall sales tax revenues are 12.7% higher than same time last year. The data here reflects eight months of revenue (May sales tax is received in July) and is on target to surpass the annual budget.
 - Franchise fee electric revenue reflects three quarters of payments and is at 66.9% of the annual budget. Gas, telephone, and cable tv franchise revenues reflect two quarters of payments.
 - Building permit revenues are at 94.2% of the annual budget (primarily due to new commercial permits.
 - Interest revenues have declined (-72.2%) from prior year due to economic impact of COVID-19 pandemic.
 - In addition, attached is a detailed overview of General Fund revenues by category.
- General Fund operating and project expenditures (grand total) are at 72.0% of the budget.

- All operating expenditure categories are within +/- 5% of the expenditure target for the current period.
- In addition, attached is a detailed overview of the General Fund expenditures by department and division.

Utility Funds:

- The Utility Operating Fund ending fund balance is \$16.1 million. This is approximately 288 days of operations. This is approximately 288 days of operations based on the adopted budget.
 - Total utility revenues are at 70.2% of the budget. Water and sewer revenues run one month in the arrears, so this report reflects nine months (October-June) of revenue. Water/Sewer revenues are 28% lower than the same time last year.
 - Total expenditures are at 79.2% of the budget. This includes eight months of payments to Dallas Water Utilities (water services) and ten months of payments to Trinity River Authority (wastewater services).
 - Expenditures include a transfer out to the General Fund for the cost of administrative activities performed by general fund staff such as accounting, city management, IT, human resources, etc.

Other Funds

- The Economic Development Fund ending fund balance to date is at \$4.3 million.
- Fieldhouse operating revenues are up by 31% from the same time as last year, while operating expenditures are up by 9.8%.
- A financial update on all Special Revenue, Debt Service, Capital/Replacement, and minor Enterprise funds of the city is included in the report for your review.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

There is no City Council action required.

ATTACHMENTS:

[Attachment 1 - Monthly Financial Report JULY 2021](#)



**CITY OF DUNCANVILLE
MONTHLY FINANCIAL REPORT**

Fiscal Year 2020-2021
YEAR-TO-DATE OPERATIONS

AS OF JULY 31, 2021

OCTOBER 1, 2020 TO JULY 31, 2021

Prepared by
FINANCE DEPARTMENT
8/15/2021



MEMORANDUM

TO: Aretha Ferrell-Benavides
City Manager

FROM: Edena J. Atmore
Interim Finance Director

DATE: August 30, 2021

RE: Monthly Financial Report for the City of Duncanville

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

July 2021 is the tenth month in the fiscal year 2021, and we would expect revenues and expenditures to be at about 83.3% of their budgets. Below are financial highlights as of the July 2021 Financial Report.

General Fund:

- General Fund ending fund balance is \$16.6 million, approximately 107 days of operations based on the adopted budget.
- Overall, General Fund revenues and transfers are at 88.2% of the budget.
 - Current property tax payments are at 99.8% of the budget. Revenues are about \$900 thousand (5.7%) higher than the same time last year, primarily due to an increase in property values. Property tax revenues were due by the end of January.
 - Overall sales tax revenues are 12.7% higher than the same time last year. The data here reflects eight months of revenue (May sales tax is received in July) and is on target to surpass the annual budget.
 - Franchise fee electric revenue reflects three-quarters of payments and is at 66.9% of the annual budget. Gas, telephone, and cable tv franchise revenues reflect two-quarters of payments.

- o Building permit revenues are at 94.2% of the annual budget (primarily due to new commercial permits.
- o Interest revenues have declined (-72.2%) from the prior year due to the economic impact of the COVID-19 pandemic.
- o In addition, attached is a detailed overview of General Fund revenues by category.
- General Fund operating and project expenditures (grand total) are at 72.0% of the budget.
 - o All operating expenditure categories are within +/- 5% of the expenditure target for the current period.
 - o In addition, attached is a detailed overview of the General Fund expenditures by department and division.

Utility Funds:

- The Utility Operating Fund ending fund balance is \$16.1 million. This balance is approximately 288 days of operations based on the adopted budget.
 - o Total utility revenues are at 70.2% of the budget. Water and sewer revenues run one month in arrears, so this report reflects nine months (October-June) of income. Water/Sewer revenues are 28% lower than the same time last year.
 - o Total expenditures are at 79.2% of the budget. This amount includes eight months of payments to Dallas Water Utilities (water services) and ten months to Trinity River Authority (wastewater services).
 - o Expenditures include a transfer out to the General Fund for the cost of administrative activities performed by general fund staff such as accounting, city management, IT, human resources, etc.

Other Funds:

- The Economic Development Fund ending fund balance to date is at \$4.3 million.
- Fieldhouse operating revenues are up by 31% from the same time as last year, while operating expenditures are up by 9.8%.
- A financial update on all Special Revenue, Debt Service, Capital/Replacement, and minor Enterprise funds of the city is included in the report for your review.

CITY OF DUNCANVILLE
GENERAL FUND-001 AS OF JULY 31, 2021

REVENUES	2021 YTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	AVAILABLE BUDGET AMOUNT	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
50 - PROPERTY TAXES	\$18,156,703	\$17,997,398	\$18,189,594	\$32,891	99.8%	\$17,354,227	98.99%
51 - SALES & OTHR TAXES	\$5,725,429	\$7,383,693	\$8,399,623	\$2,674,194	68.2%	\$7,810,935	104.92%
52 - PERMITS & LICENSES	\$1,351,427	\$1,234,050	\$1,435,050	\$83,623	94.2%	\$1,513,142	127.58%
53 - FINES & FEES	\$326,391	\$560,730	\$486,730	\$160,339	67.1%	\$591,751	113.86%
54 - INTERGOVERNMENTAL	\$83,302	\$175,490	\$125,000	\$41,698	66.6%	\$133,327	84.38%
55 - INTEREST	\$111,411	\$290,000	\$139,000	\$27,589	80.2%	\$400,153	153.91%
56 - FRANCHISE FEE REV	\$1,152,003	\$1,713,000	\$1,723,000	\$570,997	66.9%	\$1,779,687	101.64%
57 - CHARGES FOR SERVICES	\$214,238	\$266,000	\$196,100	(\$18,138)	109.2%	\$175,697	83.62%
58 - TRANS FROM OTHR FUND	\$2,192,833	\$2,631,399	\$2,631,399	\$438,567	83.3%	\$3,031,332	115.95%
59 - OTHER SOURCES	\$425,730	\$367,600	\$405,100	(\$20,630)	105.1%	\$470,841	119.69%
Revenue Total	\$29,739,465	\$32,619,360	\$33,730,596	\$3,991,131	88.2%	\$33,261,091	103.72%
Expense							
60 - SALARY AND BENEFIT	(\$16,163,266)	(\$21,598,575)	(\$21,332,898)	(\$5,169,632)	75.8%	(\$20,824,252)	98.34%
72 - SUPPLIES	(\$872,196)	(\$1,595,965)	(\$1,581,749)	(\$479,316)	55.1%	(\$1,244,803)	80.35%
73 - CONTRACT & PROF SVCS	(\$4,475,488)	(\$6,811,146)	(\$7,065,817)	(\$846,555)	63.3%	(\$6,071,203)	92.30%
74 - MAINT & REPAIR SVCS	(\$577,992)	(\$682,082)	(\$769,088)	(\$134,936)	75.2%	(\$575,999)	87.77%
75 - UTILITIES	(\$683,554)	(\$990,429)	(\$1,158,358)	(\$433,479)	59.0%	(\$911,940)	92.65%
76 - CAPITAL OUTLAY	(\$114,056)	(\$151,435)	(\$150,850)	(\$8,750)	75.6%	(\$139,006)	95.49%
77 - DEBT SERVICES	(\$200,190)	(\$240,228)	(\$240,228)	(\$40,038)	83.3%	(\$240,228)	100.00%
78 - TRANS TO OTHR FUNDS	(\$1,636,003)	(\$1,848,888)	(\$1,871,481)	(\$235,478)	87.4%	(\$1,400,681)	67.04%
79 - OTHR EXP/FINANCE USE	(\$68,327)	(\$347,390)	(\$255,486)	(\$187,159)	26.7%	(\$235,659)	64.07%
Expense Total	(\$24,791,073)	(\$34,266,139)	(\$34,425,955)	(\$7,535,342)	72.0%	(\$31,643,771)	93.66%
Net Revenues Over/(Under) Exp.	\$4,948,392	(\$1,646,779)	(\$695,359)	(\$3,544,211)	-711.6%	\$1,617,321	

BEGINNING FUND BALANCE	\$11,712,217	\$11,712,217	\$11,712,217
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ENDING FUND BALANCE	\$16,660,609	\$10,065,438	\$11,016,858
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FUND BALANCE RESERVE REQUIREMENT POLICY
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% of Fund Balance Ratio to Expenditures	67.2%	29.4%	32.0%
# of Days Coverage	245	107	117

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
50 - PROPERTY TAXES					
501101 - CURRENT TAXES	\$17,944,212	\$17,717,398	\$17,909,594	(\$34,618)	100.2%
501102 - DELINQUENT TAXES	\$105,912	\$140,000	\$140,000	\$34,088	75.7%
501103 - PENALTIES AND INTEREST	\$106,579	\$140,000	\$140,000	\$33,421	76.1%
50 - PROPERTY TAXES Total	\$18,156,703	\$17,997,398	\$18,189,594	\$32,891	99.8%
51 - SALES & OTHR TAXES					
501201 - STATE SALES TAX CITY PORTION	\$3,770,863	\$4,876,462	\$5,558,349	\$1,787,486	67.8%
501202 - SALES TAX PROPERTY TAX RELIEF	\$1,885,432	\$2,438,231	\$2,779,174	\$893,742	67.8%
501204 - ALCOHOLIC BEVERAGE TAX	\$69,134	\$69,000	\$62,100	(\$7,034)	111.3%
51 - SALES & OTHR TAXES Total	\$5,725,429	\$7,383,693	\$8,399,623	\$2,674,194	68.2%
52 - PERMITS & LICENSES					
502101 - BUILDING PERMITS	\$419,064	\$250,000	\$370,000	(\$49,064)	113.3%
502102 - ELECTRICAL PERMITS	\$24,522	\$13,000	\$17,000	(\$7,522)	144.2%
502103 - SOLICITOR LICENSES	\$575	\$1,500	\$1,500	\$925	38.3%
502105 - EMERGENCY MEDICAL SERVICE	\$680,388	\$750,000	\$800,000	\$119,612	85.0%
502106 - SIGN PERMITS	\$13,125	\$12,000	\$15,000	\$1,875	87.5%
502108 - HEALTH FOOD INSPECTION FEES	\$25,549	\$46,000	\$65,000	\$39,451	39.3%
502109 - PLUMBING AND AC PERMITS	\$62,990	\$40,000	\$55,000	(\$7,990)	114.5%
502111 - ZONING & SPEC USE PERMIT	\$15,935	\$8,500	\$8,500	(\$7,435)	187.5%
502114 - RENTAL PROPERTY REGISTRATION	\$56,925	\$50,000	\$50,000	(\$6,925)	113.9%
502120 - ALARM PERMITS	\$45,524	\$60,000	\$50,000	\$4,476	91.0%
502122 - POOL OR SPA INSPECTION FEE	\$6,800	\$3,000	\$3,000	(\$3,800)	226.7%
509607 - ANIMAL PERMITS	\$30	\$50	\$50	\$20	60.0%
52 - PERMITS & LICENSES Total	\$1,351,427	\$1,234,050	\$1,435,050	\$83,623	94.2%
53 - FINES & FEES					
502107 - WRECKER AND STORAGE FEES	(\$0)	\$3,000	\$3,000	\$3,000	0.0%
502112 - EMS SVCS COST SETTLEMENT	(\$0)	(\$0)	\$135,000	\$135,000	0.0%
502113 - SMALL CELL/ NETWORK NODE FEES	(\$0)	\$500	\$500	\$500	0.0%
503101 - MUNICIPAL COURT FINES	\$236,067	\$400,000	\$250,000	\$13,933	94.4%
503102 - COURT RELATED FEES	\$66,273	\$130,000	\$80,000	\$13,727	82.8%
503103 - SCHOOL CROSSING FEES	\$4,857	\$3,000	\$3,000	(\$1,857)	161.9%
503201 - LIBRARY FINES	\$5,546	\$9,000	\$5,000	(\$546)	110.9%
503301 - FALSE ALARM FINES	\$13,543	\$15,000	\$10,000	(\$3,543)	135.4%
509609 - RETURN CHECK FEES	\$105	\$230	\$230	\$125	45.7%
53 - FINES & FEES Total	\$326,391	\$560,730	\$486,730	\$160,339	67.1%
54 - INTERGOVERNMENTAL					
504102 - DISD SCHOOL CROSSING GUARDS	\$19,731	\$35,000	\$35,000	\$15,269	56.4%
504103 - DALLAS COUNTY CROSSING GUARD	\$37,180	\$36,000	\$40,000	\$2,820	93.0%
504109 - REIMB FOR REG EMERG MANAGER	\$26,390	\$104,490	\$50,000	\$23,610	52.8%
54 - INTERGOVERNMENTAL Total	\$83,302	\$175,490	\$125,000	\$41,698	66.6%
55 - INTEREST					
505101 - INTEREST ON GOVT POOL INVEST	\$3,605	\$55,000	\$9,000	\$5,395	40.1%
505103 - CERT OF DEPOSIT INTEREST	\$81,950	\$100,000	\$80,000	(\$1,950)	102.4%
505105 - NANCE BOOK LEGACY INTEREST	(\$0)	(\$0)	(\$0)	(\$0)	
505106 - MONEY MARKET INTEREST	\$25,856	\$135,000	\$50,000	\$24,144	51.7%
55 - INTEREST Total	\$111,411	\$290,000	\$139,000	\$27,589	80.2%
56 - FRANCHISE FEE REV					
501301 - FRANCHISE FEE ELECTRIC	\$757,132	\$1,100,000	\$1,150,000	\$392,868	65.8%
501302 - FRANCHISE FEE GAS	\$254,088	\$313,000	\$313,000	\$58,912	81.2%
501303 - FRANCHISE FEE TELEPHONE	\$53,235	\$175,000	\$110,000	\$56,765	48.4%
501304 - FRANCHISE FEE CABLE TV	\$87,548	\$125,000	\$150,000	\$62,452	58.4%
501306 - FRANCHISE VIDEO SERV	(\$0)	(\$0)	(\$0)	(\$0)	
56 - FRANCHISE FEE REV Total	\$1,152,003	\$1,713,000	\$1,723,000	\$570,997	66.9%

CITY OF DUNCANVILLE

GENERAL FUND REVENUE DETAILS AS OF JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
57 - CHARGES FOR SERVICES					
507102 - RECREATION FEES	\$188,299	\$240,000	\$180,000	(\$8,299)	104.6%
507104 - SENIOR CENTER ANNUAL USER FEE	\$683	\$4,000	\$100	(\$583)	682.5%
507106 - RECREATION CENTER CAMPS	(\$0)	(\$0)	(\$0)	(\$0)	
507107 - RECREATION CENTER CLASSES	\$8,967	\$8,000	\$8,000	(\$967)	112.1%
507108 - RECREATION CENTER SPECIAL EVEN	\$16,098	\$8,000	\$8,000	(\$8,098)	201.2%
507109 - SENIOR CLASS/TRIPS	\$192	\$6,000	\$	(\$192)	1920000.0%
57 - CHARGES FOR SERVICES Total	\$214,238	\$266,000	\$196,100	(\$18,138)	109.2%
58 - TRANS FROM OTHR FUND					
801101 - TRANSF IN GENERAL FUND	(\$0)	(\$0)	(\$0)	(\$0)	
801102 - TRANSF IN UTILITY FUND WATER	\$1,468,092	\$1,761,710	\$1,761,710	\$293,618	83.3%
801104 - TRANSF IN UTIL FUND SANITATION	\$160,248	\$192,297	\$192,297	\$32,050	83.3%
801108 - TRANSF IN EDC SALES TAX	\$76,868	\$92,242	\$92,242	\$15,374	83.3%
801110 - TRANSF IN HOTEL TAX FUND	\$47,198	\$56,637	\$56,637	\$9,440	83.3%
801116 - TRANSF IN-TRANS I&S FUND	(\$0)	(\$0)	(\$0)	(\$0)	
801141 - TRANSF IN ONE TIME PROJ FUND	(\$0)	(\$0)	(\$0)	(\$0)	
801150 - TRANSF IN PILOT FRANCHISE TAX	\$440,428	\$528,513	\$528,513	\$88,086	83.3%
801151 - TRANSF IN DEBT SERVICE	(\$0)	(\$0)	(\$0)	(\$0)	
801757 - TRANSF IN EMERG FUND	(\$0)	(\$0)	(\$0)	(\$0)	
801901 - TRANSF IN	(\$0)	(\$0)	(\$0)	(\$0)	
58 - TRANS FROM OTHR FUND Total	\$2,192,833	\$2,631,399	\$2,631,399	\$438,567	83.3%
59 - OTHER SOURCES					
503202 - LIBRARY DONATIONS	(\$0)	(\$0)	(\$0)	(\$0)	
509101 - SALE OF FIXED ASSETS	(\$0)	(\$0)	(\$0)	(\$0)	
509102 - GAIN/ LOSS ON SALE FIXED ASSET	(\$0)	(\$0)	(\$0)	(\$0)	
509105 - SALE OF MATERIALS	\$5,430	\$1,000	\$1,000	(\$4,430)	543.0%
509201 - INSURANCE RECOVERY	(\$0)	(\$0)	(\$0)	(\$0)	
509501 - COLLECTION OF BAD DEBTS	(\$0)	\$2,000	\$2,000	\$2,000	0.0%
509502 - MISCELLANEOUS W/O	\$37	\$100	\$100	\$63	37.4%
509601 - MISCELLANEOUS	\$99,066	\$65,000	\$100,000	\$934	99.1%
509602 - CASH OVER AND SHORT	\$113	(\$0)	(\$0)	(\$113)	
509603 - COPIES	\$7,249	\$18,000	\$8,000	\$751	90.6%
509604 - POLICE ACCIDENT REPORTS	\$2,742	\$4,500	\$2,000	(\$742)	137.1%
509605 - PAY PHONE COMMISSIONS	(\$0)	(\$0)	(\$0)	(\$0)	
509606 - AUCTION PROCEEDS	(\$0)	\$5,000	\$5,000	\$5,000	0.0%
509611 - SCRAP METAL SALES	(\$0)	(\$0)	(\$0)	(\$0)	
509612 - CITY SERVICES REIMBURSEMENT	\$75,595	\$58,000	\$58,000	(\$17,595)	130.3%
509613 - WORKERS COMP REIMBURSEMENT	\$59,457	\$20,000	\$27,000	(\$32,457)	220.2%
509614 - RENTAL OF TOWER	\$169,711	\$194,000	\$194,000	\$24,289	87.5%
509617 - LEASE INCOME	(\$0)	(\$0)	(\$0)	(\$0)	
509618 - GAS WELL OIL REVENUE	\$6,331	(\$0)	\$8,000	\$1,669	79.1%
516200 - OTHER CONTRIBUTIONS	(\$0)	(\$0)	(\$0)	(\$0)	
518100 - STREET MAINTENANCE FEE	(\$0)	(\$0)	(\$0)	(\$0)	
59 - OTHER SOURCES Total	\$425,730	\$367,600	\$405,100	(\$20,630)	105.1%
Total Revenues	\$29,739,465	\$32,619,360	\$33,730,596	\$3,991,131	88.2%

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV AS OF JULY 31, 2021

OPERATING EXPENDITURES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0101 - GENERAL GOVERNMENT					
01011000 - MAYOR AND COUNCIL	(\$55,340)	(\$140,897)	(\$119,271)	(\$63,150)	46.4%
01011100 - CITY ADMINISTRATION	(\$559,126)	(\$705,922)	(\$719,282)	(\$158,140)	77.7%
01011200 - CITY SECRETARY	(\$0)	(\$0)	(\$0)	(\$0)	
01011300 - HUMAN RESOURCES	(\$225,504)	(\$348,242)	(\$338,602)	(\$112,496)	66.6%
01011400 - INFO TECHNOLOGY	(\$738,338)	(\$820,205)	(\$928,352)	(\$167,686)	79.5%
01011500 - PUBLIC INFORMATION OFFICE	(\$103,634)	(\$168,533)	(\$202,110)	(\$90,679)	51.3%
01011600 - PUBLIC LIBRARY	(\$708,488)	(\$934,996)	(\$912,823)	(\$174,438)	77.6%
0101 - GENERAL GOVERNMENT Total	(\$2,390,431)	(\$3,118,795)	(\$3,220,440)	(\$766,589)	74.2%
0102 - FINANCE					
01022000 - FINANCE ADMINISTRATION	(\$650,558)	(\$792,642)	(\$788,517)	(\$62,340)	82.5%
01022300 - MUNICIPAL COURT	(\$342,632)	(\$482,262)	(\$477,267)	(\$77,928)	71.8%
01022500 - PURCHASING	(\$86,525)	(\$113,731)	(\$113,731)	(\$27,103)	76.1%
01022700 - CITY MARSHAL	(\$69,978)	(\$131,107)	(\$104,274)	(\$32,360)	67.1%
0102 - FINANCE Total	(\$1,149,693)	(\$1,519,742)	(\$1,483,789)	(\$199,731)	77.5%
0104 - PARK AND RECREATION					
01044000 - PARK & REC ADMINISTRATION	(\$201,053)	(\$254,663)	(\$254,663)	(\$52,703)	78.9%
01044100 - REC PROGRAM ADMIN	(\$275,634)	(\$396,028)	(\$387,053)	(\$107,437)	71.2%
01044101 - REC PROGRAM CLASSES	(\$1,083)	(\$5,682)	(\$5,682)	(\$4,599)	19.1%
01044102 - REC PROGRAM CAMPS	(\$0)	(\$0)	(\$0)	(\$0)	
01044200 - SPECIAL EVENTS ADMIN	(\$134,300)	(\$208,183)	(\$154,083)	(\$13,468)	87.2%
01044300 - ATHLETIC PROGRAMMING	(\$270,052)	(\$425,373)	(\$435,874)	(\$117,693)	62.0%
01044500 - HORTICULTURE	(\$135,663)	(\$176,298)	(\$177,370)	(\$39,957)	76.5%
01044600 - PARK GROUNDS MAINTENANCE	(\$762,252)	(\$1,327,185)	(\$1,312,337)	(\$277,271)	58.1%
01044800 - BUILDING MAINTENANCE	(\$629,677)	(\$881,280)	(\$875,471)	(\$226,052)	71.9%
01044900 - SENIOR CENTER	(\$92,183)	(\$204,749)	(\$180,249)	(\$80,709)	51.1%
01044901 - SENIOR CENTER CLASSES	(\$0)	(\$4,600)	(\$4,600)	(\$4,600)	0.0%
01044911 - SENIOR CENTER TRIPS	(\$0)	(\$600)	(\$600)	(\$600)	0.0%
0104 - PARK AND RECREATION Total	(\$2,501,897)	(\$3,884,640)	(\$3,787,982)	(\$925,089)	66.0%
0105 - POLICE					
01055000 - POLICE ADMINISTRATION	(\$389,260)	(\$552,907)	(\$516,307)	(\$124,667)	75.4%
01055100 - PATROL	(\$3,687,340)	(\$4,832,383)	(\$4,866,158)	(\$1,151,028)	75.8%
01055200 - CRIMINAL INVESTIGATION	(\$1,167,801)	(\$1,492,834)	(\$1,493,884)	(\$321,712)	78.2%
01055300 - ANIMAL CONTROL	(\$388,206)	(\$477,758)	(\$477,765)	(\$88,978)	81.3%
01055400 - SCHOOL GUARDS	(\$66,091)	(\$85,211)	(\$85,211)	(\$19,120)	77.6%
01055500 - CRIME PREVENTION	(\$111,587)	(\$151,748)	(\$146,848)	(\$34,382)	76.0%
01055700 - RECORDS	(\$1,078,176)	(\$1,319,716)	(\$1,337,584)	(\$95,682)	80.6%
01055800 - DETENTION SERVICES	(\$243,946)	(\$270,000)	(\$288,946)	(\$0)	84.4%
01055900 - POLICE SPECIAL SERVICES	(\$348,840)	(\$511,954)	(\$503,936)	(\$113,580)	69.2%
0105 - POLICE Total	(\$7,481,248)	(\$9,694,511)	(\$9,716,637)	(\$1,949,149)	77.0%
0106 - PUBLIC WORKS					
01066000 - ENGINEERING	(\$296,944)	(\$387,903)	(\$374,203)	(\$73,864)	79.4%
01066100 - BUILDING INSPECTION	(\$426,938)	(\$507,481)	(\$562,015)	(\$116,992)	76.0%
01066200 - STREET MAINTENANCE	(\$1,996,397)	(\$3,543,590)	(\$3,468,172)	(\$667,555)	57.6%
01066300 - TRAFFIC OPERATIONS	(\$581,511)	(\$926,743)	(\$925,889)	(\$124,480)	62.8%
01066400 - PLANNING	(\$148,877)	(\$159,358)	(\$189,804)	(\$39,115)	78.4%
01066500 - CODE SERVICES	(\$217,601)	(\$266,308)	(\$297,659)	(\$53,283)	73.1%
01066700 - EQUIPMENT SERVICES	(\$631,674)	(\$1,083,139)	(\$1,043,034)	(\$405,446)	60.6%
0106 - PUBLIC WORKS Total	(\$4,299,943)	(\$6,874,523)	(\$6,860,776)	(\$1,480,736)	62.7%

CITY OF DUNCANVILLE

GENERAL FUND EXPENDITURES BY DEPT/DIV AS OF JULY 31, 2021

OPERATING EXPENDITURES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	AVAILABLE BUDGET AMOUNT	% OF ANNUAL BUDGET YTD
0107 - FIRE					
01077000 - FIRE ADMINISTRATION	(\$457,045)	(\$649,945)	(\$649,320)	(\$156,469)	70.4%
01077100 - FIRE PREVENTION	(\$188,783)	(\$254,258)	(\$252,058)	(\$61,224)	74.9%
01077200 - FIRE SUPPRESSION	(\$3,232,302)	(\$4,330,457)	(\$4,330,457)	(\$1,052,905)	74.6%
01077300 - ADVANCED LIFE SUPPORT	(\$1,311,266)	(\$1,697,817)	(\$1,720,651)	(\$382,242)	76.2%
01077500 - EMERGENCY MANAGEMENT ADMIN	(\$67,796)	(\$140,409)	(\$138,509)	(\$69,571)	48.9%
0107 - FIRE Total	(\$5,257,193)	(\$7,072,886)	(\$7,090,996)	(\$1,722,411)	74.1%
0108 - NON DEPARTMENTAL					
01088000 - GENERAL NON DEPARTMENTAL	(\$356,029)	(\$589,792)	(\$731,491)	(\$312,432)	48.7%
0108 - NON DEPARTMENTAL Total	(\$356,029)	(\$589,792)	(\$731,491)	(\$312,432)	48.7%
0000 - OTHER					
001 - GENERAL FUND NON-ORG	(\$1,354,639)	(\$1,511,250)	(\$1,533,843)	(\$179,205)	88.3%
0000 - OTHER Total	(\$1,354,639)	(\$1,511,250)	(\$1,533,843)	(\$179,205)	88.3%
Total Operating Expenditures	(\$24,791,073)	(\$34,266,139)	(\$34,425,955)	(\$7,535,342)	72.0%

CITY OF DUNCANVILLE
UTILITY OPERATING FUND- 002 AS OF JULY 31, 2021

REVENUES	2021 FY TD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
53 - FINES & FEES	\$3,990	\$5,000	\$5,000	\$1,010	79.8%	\$3,990	79.80%
54 - INTERGOVERNMENTAL	\$188	\$600	\$600	\$412	31.4%	\$734	122.37%
55 - INTEREST	\$29,207	\$120,000	\$32,000	\$2,793	91.3%	\$157,630	131.36%
57 - CHARGES FOR SERVICES	\$12,675,080	\$18,062,600	\$18,075,600	\$5,400,520	70.1%	\$17,583,657	98.07%
59 - OTHER SOURCES	\$28,790	\$34,500	\$29,004	\$214	99.3%	\$352,720	97.60%
Revenue Total	\$12,737,255	\$18,222,700	\$18,142,204	\$5,404,949	70.2%	\$18,098,731	98.27%
Expense							
60 - SALARY AND BENEFIT	(\$1,610,025)	(\$2,115,743)	(\$2,127,263)	(\$517,238)	75.7%	(\$2,048,748)	95.68%
72 - SUPPLIES	(\$250,194)	(\$476,008)	(\$498,863)	(\$248,668)	50.2%	(\$348,954)	50.84%
73 - CONTRACT & PROF SVCS	(\$7,403,536)	(\$8,664,561)	(\$9,247,583)	(\$1,844,047)	80.1%	(\$8,742,382)	98.52%
74 - MAINT & REPAIR SVCS	(\$181,066)	(\$350,648)	(\$373,623)	(\$192,557)	48.5%	(\$247,469)	73.06%
75 - UTILITIES	(\$108,336)	(\$149,452)	(\$180,699)	(\$72,362)	60.0%	(\$117,657)	74.61%
76 - CAPITAL OUTLAY	(\$0)	(\$21,368)	(\$21,368)	(\$21,368)	0.0%	(\$350,852)	1274.80%
77 - DEBT SERVICES	(\$0)	(\$0)	(\$0)	(\$0)		(\$102,004)	91.61%
78 - TRANS TO OTHR FUNDS	(\$6,174,340)	(\$7,409,208)	(\$7,409,208)	(\$1,234,868)	83.3%	(\$7,488,853)	98.95%
79 - OTHR EXP/FINANCE USE	(\$7,137)	(\$19,906)	(\$11,046)	(\$3,909)	64.6%	(\$163,418)	996.09%
Expense Total	(\$15,734,634)	(\$19,206,894)	(\$19,869,652)	(\$4,135,018)	79.2%	(\$19,610,337)	98.44%
Net Revenues Over/(Under) Exp.	(\$2,997,379)	(\$984,194)	(\$1,727,448)	\$1,269,931	173.5%	(\$1,511,606)	

BEGINNING FUND BALANCE	\$16,141,653	\$16,141,653	\$16,141,653
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ENDING FUND BALANCE	\$13,144,274	\$15,157,459	\$14,414,205
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FUND BALANCE RESERVE REQUIREMENT POLICY

% of Fund Balance Ratio to

Expenditures	83.5%	78.9%	72.5%
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# of Days Coverage	305	288	265
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CITY OF DUNCANVILLE
UTILITY CIP FUND-017 AS OF JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
54 - INTERGOVERNMENTAL	(\$0)	(\$0)	(\$0)	(\$0)		(\$0)	0.00%
55 - INTEREST	\$127	\$2,400	\$200	\$73	63.4%	\$1,871	77.96%
58 - TRANS FROM OTHR FUND	\$4,583,333	\$5,000,000	\$5,000,000	\$833,333	83.3%	\$5,000,000	100.00%
59 - OTHER SOURCES	(\$0)	(\$0)	(\$0)	(\$0)		(\$0)	0.00%
Revenue Total	\$4,583,460	\$5,002,400	\$5,000,200	\$833,407	83.3%	\$5,001,871	99.99%
Expense							
73 - CONTRACT & PROF SVCS	(\$162,336)	(\$465,935)	(\$477,706)	(\$335,746)	29.7%	(\$487,576)	63.65%
76 - CAPITAL OUTLAY	(\$2,212,107)	(\$9,234,500)	(\$6,639,545)	(\$4,625,798)	30.3%	(\$6,209,715)	106.21%
Expense Total	(\$2,374,443)	(\$9,700,435)	(\$7,117,251)	(\$4,961,544)	30.3%	(\$6,697,291)	101.28%
Net Revenues Over/(Under) Exp.	\$2,209,017	(\$4,698,035)	(\$2,117,051)	(\$4,128,137)	-95.0%	(\$1,695,420)	
BEGINNING FUND BALANCE	(\$68,342)	(\$68,342)	(\$68,342)				
ENDING FUND BALANCE	\$2,140,675	(\$4,766,378)	(\$2,185,393)				

CITY OF DUNCANVILLE
ECONOMIC DEVELOPMENT FUND-012 AS OF JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
51 - SALES & OTHR TAXES	\$2,168,103	\$2,438,231	\$2,779,174	\$893,742	67.8%	\$2,585,648	104.97%
55 - INTEREST	\$463	\$20,000	\$2,000	\$1,537	23.2%	\$14,457	68.84%
59 - OTHER SOURCES	(\$0)	(\$0)	(\$0)	(\$0)			0.00%
Revenue Total	\$2,168,566	\$2,458,231	\$2,781,174	\$895,279	67.8%	\$2,600,105	104.66%
Expense							
60 - SALARY AND BENEFIT	(\$160,312)	(\$251,802)	(\$212,736)	(\$81,077)	61.9%	(\$204,779)	93.04%
72 - SUPPLIES	(\$19,633)	(\$40,056)	(\$41,256)	(\$21,785)	47.2%	(\$22,626)	56.37%
73 - CONTRACT & PROF SVCS	(\$232,262)	(\$79,689)	(\$283,764)	(\$52,516)	81.5%	(\$234,520)	86.12%
74 - MAINT & REPAIR SVCS	(\$36,546)	(\$67,600)	(\$67,600)	(\$32,061)	52.6%	(\$37,315)	85.59%
75 - UTILITIES	(\$8,741)	(\$22,516)	(\$22,516)	(\$15,360)	31.8%	(\$11,113)	49.36%
76 - CAPITAL OUTLAY	(\$0)	(\$0)	(\$0)	(\$0)		(\$0)	0.00%
77 - DEBT SERVICES	(\$487,546)	(\$488,346)	(\$488,346)	(\$800)	99.8%	(\$487,599)	99.83%
78 - TRANS TO OTHR FUNDS	(\$592,875)	(\$631,018)	(\$631,018)	(\$45,911)	92.7%	(\$609,829)	99.66%
79 - OTHR EXP/FINANCE USE	(\$3,230)	(\$276,617)	(\$275,417)	(\$272,187)	1.2%	(\$269,137)	60.09%
Expense Total	(\$1,541,146)	(\$1,857,644)	(\$2,022,653)	(\$521,697)	74.2%	(\$1,876,918)	86.42%
Net Revenues Over/ (Under) Exp.	\$627,420	\$600,587	\$758,521	\$373,583	50.7%	\$723,187	

BEGINNING FUND BALANCE	\$3,709,164	\$3,709,164	\$3,709,164
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ENDING FUND BALANCE	\$4,336,584	\$4,309,751	\$4,467,685
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CITY OF DUNCANVILLE
HOTEL TAX FUND-010 AS OF JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
51 - SALES & OTHR TAXES	\$667,335	\$752,760	\$734,750	\$132,715	81.9%	\$667,184	112.04%
55 - INTEREST	\$106	\$2,400	\$240	\$134	44.2%	\$1,610	67.07%
59 - OTHER SOURCES	(\$0)	(\$0)	(\$0)	(\$0)		\$9	0.00%
Revenue Total	\$667,441	\$755,160	\$734,990	\$132,849	81.9%	\$668,803	111.86%
Expense							
60 - SALARY AND BENEFIT	(\$24,711)	(\$34,638)	(\$30,152)	(\$9,411)	68.8%	(\$34,473)	99.60%
72 - SUPPLIES	(\$110)	(\$4,650)	(\$4,650)	(\$4,540)	2.4%	(\$806)	30.41%
78 - TRANS TO OTHR FUNDS	(\$51,917)	(\$56,637)	(\$56,637)	(\$9,440)	83.3%	(\$56,302)	99.36%
79 - OTHR EXP/FINANCE USE	(\$0)	(\$2,995)	(\$2,995)	(\$2,995)	0.0%	(\$0)	0.00%
Expense Total	(\$76,737)	(\$98,920)	(\$94,434)	(\$26,386)	72.1%	(\$91,581)	96.07%
Net Revenues Over/(Under) Exp.	\$590,704	\$656,240	\$640,556	\$106,463	83.4%	\$577,222	

BEGINNING FUND BALANCE	\$2,246,018	\$2,246,018	\$2,246,018
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ENDING FUND BALANCE	\$2,836,722	\$2,902,258	\$2,886,574
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CITY OF DUNCANVILLE
FIELDHOUSE FUND-456 AT JULY 31, 2021

REVENUES	2021 FYTD ACTUALS	ADOPTED BUDGET	REVISED BUDGET	BUDGET AMT REMAINING	% OF BUDGET USED YTD	2020 FY TD ACTUALS	% OF BUDGET PYTD
Revenue							
53 - FINES & FEES	(\$0)	(\$0)	(\$0)	(\$0)		(\$0)	0.00%
57 - CHARGES FOR SERVICES	\$1,006,933	\$971,000	\$1,031,000	\$80,039	92.2%	\$610,301	94.87%
58 - TRANS FROM OTHR FUND	\$507,425	\$537,800	\$537,800	\$30,375	94.4%	\$533,850	100.00%
59 - OTHER SOURCES	\$105,680	\$114,390	\$114,390	\$12,852	88.8%	\$88,867	72.93%
Revenue Total	\$1,620,038	\$1,623,190	\$1,683,190	\$123,266	92.7%	\$1,233,018	94.92%
Expense							
60 - SALARY AND BENEFIT	(\$434,931)	(\$558,408)	(\$501,608)	(\$130,861)	73.9%	(\$458,562)	84.38%
72 - SUPPLIES	(\$141,550)	(\$149,126)	(\$159,126)	(\$46,137)	71.0%	(\$129,124)	84.81%
74 - MAINT & REPAIR SVCS	(\$15,213)	(\$25,839)	(\$25,839)	(\$10,626)	58.9%	(\$46,110)	123.94%
75 - UTILITIES	(\$97,156)	(\$111,184)	(\$126,070)	(\$52,306)	58.5%	(\$101,433)	91.40%
76 - CAPITAL OUTLAY	(\$0)	(\$0)	(\$0)	(\$0)		(\$341,664)	596.83%
77 - DEBT SERVICES	(\$538,250)	(\$538,300)	(\$538,300)	(\$30,425)	94.3%	(\$42,666)	7.98%
78 - TRANS TO OTHR FUNDS	(\$3,755)	(\$4,096)	(\$4,096)	(\$683)	83.3%	(\$1,380)	17.90%
79 - OTHR EXP/FINANCE USE	(\$263)	(\$1,500)	(\$1,500)	(\$1,299)	13.4%	(\$357)	35.71%
Expense Total	(\$1,231,118)	(\$1,388,454)	(\$1,356,540)	(\$272,336)	79.9%	(\$1,121,297)	77.64%
Net Revenues Over/(Under) Exp.	\$388,920	\$234,736	\$326,650	(\$149,070)	145.6%	\$111,721	

BEGINNING FUND BALANCE	(\$1,498,852)	(\$1,498,852)	(\$1,498,852)
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ENDING FUND BALANCE	(\$1,109,932)	(\$1,264,116)	(\$1,172,202)
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SPECIAL REVENUE FUNDS AS OF JULY 31, 2021

BEGINNING FUND BALANCE	Fund/ACCT Type	FY 2021 Actuals	FY 2021 Revised Budget	YTD Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$889,835	008 - COMPREHENSIVE SELF INSURANCE					
	Revenue	\$428,959	\$469,205	\$40,246	91.42%	
	Expense	(\$476,154)	(\$535,700)	(\$59,546)	88.88%	
	008 - COMPREHENSIVE SELF INSURANCE Total	(\$47,195)	(\$66,495)	(\$19,300)	70.98%	\$842,640
\$214,298	013 - GRANT & DONATIONS FUND					
	Revenue	\$299,879	(\$0)	(\$299,879)		
	Expense	(\$246,672)	(\$392,110)	(\$38,560)	62.91%	
	013 - GRANT & DONATIONS FUND Total	\$53,207	(\$392,110)	(\$338,439)	-13.57%	\$267,505
\$257,667	033 - TAX INCREMENT FINANCING FUND					
	Revenue	\$95,612	\$95,612	(\$0)	100.00%	
	Expense	(\$0)	(\$2,750)	(\$2,750)	0.00%	
	033 - TAX INCREMENT FINANCING FUND Total	\$95,612	\$92,862	(\$2,750)	102.96%	\$353,279
\$27,463	050 - ABANDONED ASSET FORFEITURE					
	Revenue	(\$0)	\$1,300	\$1,300	0.00%	
	Expense	(\$9,920)	(\$9,920)	(\$0)	100.00%	
	050 - ABANDONED ASSET FORFEITURE Total	(\$9,920)	(\$8,620)	\$1,300	115.08%	\$17,543
\$130,251	051 - STATE ASSET FORFEITURE FUND					
	Revenue	\$9,083	\$5,500	(\$3,583)	165.15%	
	Expense	(\$4,767)	(\$20,000)	(\$15,233)	23.84%	
	051 - STATE ASSET FORFEITURE FUND Total	\$4,316	(\$14,500)	(\$18,816)	-29.76%	\$134,567
\$143,617	052 - FEDERAL ASSET FORFEITURE FUND					
	Revenue	\$70,382	\$30,000	(\$40,382)	234.61%	
	Expense	(\$67,906)	(\$164,248)	(\$39,404)	41.34%	
	052 - FEDERAL ASSET FORFEITURE FUND Total	\$2,476	(\$134,248)	(\$79,786)	-1.84%	\$146,093
\$37,744	225 - COURT SECURITY FUND					
	Revenue	\$9,846	\$12,000	\$2,154	82.05%	
	Expense	(\$1,017)	(\$30,366)	(\$29,349)	3.35%	
	225 - COURT SECURITY FUND Total	\$8,829	(\$18,366)	(\$27,195)	-48.07%	\$46,573
\$299,518	230 - JUVENILE CASE MANAGER FUND					
	Revenue	\$11,220	\$19,500	\$8,280	57.54%	
	Expense	(\$22,469)	(\$25,961)	(\$3,292)	86.55%	

BEGINNING FUND BALANCE	Fund/ACCT Type	FY 2021 Actuals	FY 2021 Revised Budget	YTD Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
	230 - JUVENILE CASE MANAGER FUND Total	(\$11,249)	(\$6,461)	\$4,988	174.10%	\$288,269
\$33,562	235 - COURT TECHNOLOGY					
	Revenue	\$8,709	\$12,000	\$3,291	72.57%	
	Expense	(\$8,016)	(\$970)	\$7,046	826.40%	
	235 - COURT TECHNOLOGY Total	\$692	\$11,030	\$10,338	6.28%	\$34,254
\$0	757 - EMERGENCY/ DISASTER RELIEF					
	Revenue	\$1,258,229	(\$0)	(\$1,258,229)		
	Expense	(\$1,393,979)	(\$200,000)	\$1,200,100	696.99%	
	757 - EMERGENCY/ DISASTER RELIEF Total	(\$135,750)	(\$200,000)	(\$58,129)	67.88%	(\$135,750)

DEBT SERVICE AND CAPITAL PROJECT/REPLACEMENT FUNDS AS OF JULY 31, 2021

BEGINNING FUND BALANCE	Fund/ACCT Type	FY 2021 Actuals	FY 2021 Revised Budget	YTD Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$1,399,863	005 - DEBT SERVICE FUND					
	Revenue	\$1,389,974	\$1,410,657	\$20,683	98.53%	
	Expense	(\$1,484,131)	(\$1,484,232)	(\$101)	99.99%	
	005 - DEBT SERVICE FUND Total	(\$94,158)	(\$73,575)	\$20,583	127.97%	\$1,305,705
\$2,458,073	016 - FLEET REPLACEMENT FUND					
	Revenue	\$588,452	\$637,423	\$48,971	92.32%	
	Expense	(\$955,691)	(\$1,824,562)	(\$764,702)	52.38%	
	016 - FLEET REPLACEMENT FUND Total	(\$367,239)	(\$1,187,139)	(\$715,730)	30.93%	\$2,090,834
\$21,152	020 - STREET CONSTRUCTION CIP					
	Revenue	\$246,167	\$517,570	\$271,403	47.56%	
	Expense	(\$13,995)	(\$265,000)	(\$251,005)	5.28%	
	020 - STREET CONSTRUCTION CIP Total	\$232,172	\$252,570	\$20,398	91.92%	\$253,324
\$21,043	024 - PARK CAPITAL IMPROV FUND					
	Expense	(\$0)	(\$0)	(\$0)		
	024 - PARK CAPITAL IMPROV FUND Total	(\$0)	(\$0)	(\$0)		\$21,043
\$380,686	025 - ALLEY IMPROVEMENTS FUND					
	Revenue	\$137,500	\$150,000	\$12,500	91.67%	
	Expense	(\$281,112)	(\$319,506)	(\$38,394)	87.98%	
	025 - ALLEY IMPROVEMENTS FUND Total	(\$143,612)	(\$169,506)	(\$25,894)	84.72%	\$237,074
\$20,960,223	026 - CAPITAL PROJECTS CONSTRUCTION					
	Revenue	\$120,549	(\$0)	(\$120,549)		
	Expense	(\$415,497)	(\$10,933,029)	(\$9,755,276)	3.80%	
	026 - CAPITAL PROJECTS CONSTRUCTION Total	(\$294,948)	(\$10,933,029)	(\$9,875,825)	2.70%	\$20,665,275
\$407,972	031 - TRAFFIC IMPROVEMENT & SAFETY					
	Revenue	\$1,575	(\$0)	(\$1,575)		
	Expense	(\$71,322)	(\$406,046)	(\$310,062)	17.57%	
	031 - TRAFFIC IMPROVEMENT & SAFETY Total	(\$69,747)	(\$406,046)	(\$311,637)	17.18%	\$338,225

BEGINNING FUND BALANCE	Fund/ACCT Type	FY 2021 Actuals	FY 2021 Revised Budget	YTD Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$146,732	032 - INFO TECH REPLACEMENT FUND					
	Revenue	\$116,849	\$127,760	\$10,911	91.46%	
	Expense	(\$168,406)	(\$240,200)	(\$71,794)	70.11%	
	032 - INFO TECH REPLACEMENT FUND Total	(\$51,557)	(\$112,440)	(\$60,883)	45.85%	\$95,175

OTHER ENTERPRISE FUNDS AS OF JULY 31, 2021

BEGINNING FUND BALANCE	Fund/ACCT Type	FY 2021 Actuals	FY 2021 Revised Budget	YTD Available Budget	FY to Date Actual % of Budget	ENDING FUND BALANCE
\$1,055,525	015 - DRAINAGE FUND					
	Revenue	\$632,088	\$779,150	\$147,062	81.13%	
	Expense	(\$367,568)	(\$944,770)	(\$541,564)	38.91%	
	015 - DRAINAGE FUND Total	\$264,521	(\$165,620)	(\$394,502)	-159.72%	\$1,320,046
\$750,224	019 - SANITATION FUND					
	Revenue	\$3,169,886	\$4,168,500	\$998,614	76.04%	
	Expense	(\$3,473,255)	(\$4,383,187)	(\$362,187)	79.24%	
	019 - SANITATION FUND Total	(\$303,369)	(\$214,687)	\$636,427	141.31%	\$446,855