



Duncanville City Council Meeting Agenda

VIA VIDEOCONFERENCE – ZOOM

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

Tuesday, September 15, 2020

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

7:00 P.M. - Regular Session

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

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

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

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

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting by combination of telephone/video conference and in person at 7:00 pm on Tuesday, September 15, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by telephone/video conference and in person. There will be limited public access to appear at the City Council Chambers in Duncanville City Hall, 203 E. Wheatland Road for the public hearing on the Tax Rate. City Staff and City Council are encouraged to participate in the meeting by teleconference/video in order to allow the City to follow the CDC’s social distancing guidelines. Please see details found at the bottom of the agenda. Members of the public may appear by telephone/video conference and in person for the public hearing comment period. Members of the public that appear in person should notify the office of the City Secretary by 4:00 p.m. September 15, 2020 in order to make adequate safety measures to ensure social distancing. Masks are required for in person appearance. Members of the public may also appear by dial-in as set forth in this notice.

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, September 15, 2020, email citysecretary@duncanville.com and title the email “Public Comment – September 15th. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments. Feel free to email your comment to the City Secretary for the Mayor to read into the record for any unexpected technological issues that may arise.

To speak during the Public Hearing, you need to REGISTER in advance with the link above. When the Public Hearing is opened by the Mayor, you will need to use the “raise your hand” option that is provided by ZOOM. If you are calling in and would like to speak, press *9 on your phone’s dial pad to “raise your hand”. You may also submit your comments in advance in accordance with the guidelines for “Public Comments” to the City Secretary.

This is an open meeting conducted by video conference. There will be no public access to a physical location other than noted above for limited public access for the public hearing on the tax rate.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_LUHDy2nESQap00Eu-NtWGO

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

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

WORK SESSION / BRIEFING

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

1. DISCUSS AGENDA ITEMS

2. BRIEFINGS / PRESENTATIONS

- | | | |
|----|--|--------|
| A. | Briefing to City Council on Drainage Utility Fee Billing.
Drainage Utility Fee Briefing | 6 - 7 |
| B. | Discuss the 2020 Census.
2020 Census | 8 |
| C. | Discuss Annual City Council Calendar.
City Council Calendar | 9 - 11 |

EXECUTIVE SESSION

1. City Council shall convene into closed executive session pursuant to Section 550.71 of the Texas Gov't Code to seek legal advice from the City Attorney about pending litigation and claims in the following matters:
 1. EON Reality Management Agreement Lease, Security Interest.
2. City Council shall convene into closed executive session pursuant to Section 551.074 of the Texas Government Code, Personnel Matters, to receive a report from the City Attorney concerning a complaint alleging a violation of Code of Ethics by a Board of Director of Duncanville Community Economic Development Corporation, to wit: David Galbraith.

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

CALL TO ORDER

INVOCATION

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

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

2. PROCLAMATIONS AND PRESENTATIONS

None

3. CITIZENS' INPUT

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

To speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, September 15, 2020, email citysecretary@duncanville.com and title the email "Public Comment – September 15th. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments. Feel free to email your comment to the City Secretary for the Mayor to read into the record for any unexpected technological issues that may arise.

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

4. CONSENT AGENDA

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

- | | | |
|----|---|---------|
| A. | Consider the Minutes for the August 4, 2020 City Council Regular Meeting and the August 13, 2020 Special City Council Meeting.
2020-08-04 - City Council Minutes - UNAPPROVED
2020-08-13 - Budget Workshop - Minutes - UNAPPROVED | 12 - 22 |
| B. | Consider a Resolution authorizing award of Bid #20-016 Meadowcreek Dr. Drainage Improvements to La Banda, LLC, through the City's competitive bid process, with an estimated expenditure amount of \$283,106.00.
Meadowcreek Drainage Improvements | 23 - 43 |
| C. | Consider a Resolution authorizing award of Bid #20-027, Meadowcreek Dr. Bagwall Erosion Control to Knight Erosion Control, Inc through the City's competitive bid process, with an estimated expenditure amount of \$166,236.26.
Meadowcreek Bag Wall | 44 - 63 |
| D. | Consider a Resolution approving the terms and conditions of Amendment No. 3 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, 2020 through September 30, 2021, for a cost not to exceed \$58,856.00.
Household Hazardous Waste Amendment No. 3 | 64 - 72 |

- E. Consider a Resolution agreeing to engage TriStem to perform a contingency based audit of utility billings paid by the City of Duncanville and franchise fees paid and/or owed to the City by electric, gas, telephone, cable, tv/video, and waste providers; authorizing the Interim City Manager to execute the contract and addendum. 73 - 99
[TriStem](#)
- F. Consider a Resolution approving and accepting the terms and conditions of an agreement with Dallas County on behalf of the Health and Human Services Department for a Mosquito Ground Control Program, attached hereto and incorporated herein as Exhibit "A", effective October 1, 2020 through September 30, 2021, at a rate of \$185.00 per hour. 100 - 108
[FY21 Mosquito Ground Control Program](#)
- 5. ITEMS FOR INDIVIDUAL CONSIDERATION**
- A. Conduct a Public Hearing on the 2020 proposed tax rate. 109 - 110
[2020 Proposed Tax Rate](#)
- This is an open meeting conducted by telephone/video conference and in person. There will be limited public access to appear at the City Council Chambers in Duncanville City Hall, 203 E. Wheatland Road for the public hearing on the Tax Rate. City Staff and City Council are encouraged to participate in the meeting by teleconference/video in order to allow the City to follow the CDC's social distancing guidelines. Please see details found at the bottom of the agenda. Members of the public may appear by telephone/video conference and in person for the public hearing comment period. Members of the public that appear in person should notify the office of the City Secretary by 4:00 p.m. September 15, 2020 in order to make adequate safety measures to ensure social distancing. Masks are required for in person appearance. Members of the public may also appear by dial-in as set forth in this notice.**
- To speak during the Public Hearing, you need to REGISTER in advance with the link above. When the Public Hearing is opened by the Mayor, you will need to use the "raise your hand" option that is provided by ZOOM. If you are calling in and would like to speak, press *9 on your phone's dial pad to "raise your hand". You may also submit your comments in advance in accordance with the guidelines for "Public Comments" to the City Secretary.**
- B. Consider an Ordinance approving and adopting a budget for the City for the Fiscal Year October 1, 2020, through September 30, 2021; providing that expenditures for said Fiscal Year shall be made in accordance with said Budget and ratifying the revised FY 19-20 Budget (Section 7 of the attached ordinance). 111 - 136
[Adopting FY20-21 Budget](#)
- C. Consider an Ordinance Levying Ad Valorem Taxes for the Year 2020 at a rate of \$0.716852 per one hundred dollars (\$100.00) assessed valuation on all taxable property within the Corporate limits of the City as of January 1, 2020, to provide revenues for current expenses and interest and sinking fund requirements; providing for due and delinquent dates together with penalties and interest. 137 - 141
[Ad Valorem Taxes for the Year 2020](#)
- D. Consider an Ordinance ratifying the Fiscal Year 2020-2021 Budget which raises more revenue from property tax than in the previous year. 142 - 144
[Ratifying the Fiscal Year 2020-2021 Budget](#)

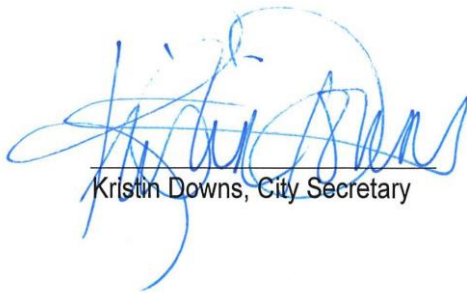
- E. Consider a Resolution approving Republic Waste Services of Texas, Ltd., request to the City of Duncanville to increase contract rates under the Municipal Materials Management Agreement by 2.0% for Residential Collection and 2.91% for Commercial Services, effective October 1, 2020. 145 - 152
[Republic Rate Increase for FY 21](#)
- F. Consider an Ordinance approving the Fiscal Year 2020-2021 Master Fee Schedule, which is attached hereto and incorporated herein as Exhibit "A". 153 - 172
[Fiscal Year 20-21 Master Fee Schedule](#)
- G. Consider a Resolution casting votes for Places 1- 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. 173 - 182
[Board of Trustees for TML Risk Pool](#)
- H. Take any necessary action as a result of the Executive Session.

6. STAFF AND BOARD REPORTS

- A. Receive the Economic Development 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 10, 2020 at 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.



Kristin Downs, City Secretary

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

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

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

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



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Briefing to City Council on Drainage Utility Fee Billing.

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.
 - WorkPlan Item N/A

STAFF RESPONSIBLE:

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

BACKGROUND/HISTORY:

In September 2018, City Council amended the Municipal Drainage Utility Ordinance which updated the methodology for calculating the drainage fee each property owner would pay. Under this new methodology, the storm water fee assessed for residential properties remained unchanged at \$3.50/home/month; however, non-residential properties were charged a storm water fee based on the amount of impervious area on the parcel (\$3.50/mo per 4,300 SF of impervious area).

The amended ordinance went into effect in April 2019 with the fee increases phased in quarterly over the next year. All properties are currently billed the full amount in the monthly City Utility Bill. Proceeds from the Storm Water fee go into the Drainage Fund and pays for operations & maintenance of the City's storm water drainage system as well as Drainage Capital Improvement Projects.

Due to the limitations of the City's current Utility Billing System, the ordinance was written so that both residential and non-residential storm water fees are attached to the City water bill and are paid by the person listed on the City water account (sometimes the property owner, sometimes a tenant). This billing method created a challenge when trying to collect the full amount due from properties that had impervious areas but no active water meter (i.e. vacant building) or for properties that had multiple water meters servicing the parcel (i.e. shopping centers). The current system has no ability to send bills to addresses not associated with an active water account.

The City also recommends additional measures to ensure drainage utility fees are collected from all property owners. For occupied properties that pay the Drainage Utility Fee as part of the City Utility Bill, non-payment results in water cut-off. For any property with an inactive water meter (or no meter), there is currently no penalty for non-payment. The City recommends adding the ability to issue liens against properties for non-payment of the Drainage Utility Fee. This will ensure all property owners pay their full amount due.

The City Utility Billing Department is currently in the process of converting the old billing system from Banner to Munis which provides expanded billing capability and has a projected "Go Live" date in Spring 2021. The City Public Works Department is finalizing the conversion of the old permit system from myGov to Tyler Munis Energov and is scheduled to "Go Live" in Fall 2020. These new systems provide opportunities to improve how the Storm Water fee is assessed to non-residential properties. The City is not contemplating any change to how residential properties are billed for storm water.

The Drainage Utility Fee Briefing will present some background information and seek City Council feedback on the following:

- Billing the storm water fee for non-residential properties
- Communicating changes to non-residential property owners
- Collecting delinquent charges and handling non-payment

POLICY EXPLANATION:

City Council guidance is requested before staff can proceed with amending the Municipal Drainage Utility ordinance.

FUNDING SOURCE:

N/A

Contract Log #:

NA

RECOMMENDATION:

N/A



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Discuss the 2020 Census.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Paul Frederiksen, Interim City Manager

BACKGROUND/HISTORY:

Councilmember Cooks has requested to have a discussion on the 2020 Census.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

N/A



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Discuss Annual City Council Calendar.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

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

STAFF RESPONSIBLE:

Paul Frederiksen, Interim City Manager

BACKGROUND/HISTORY:

Discussion on continued videoconferencing of regular City Council meetings.

Discussion regarding other meetings as necessary.

POLICY EXPLANATION:

City Council to discuss 2020 calendar of events and provide input to staff for planning purposes.

FUNDING SOURCE:

NA

Contract Log #:

NA

RECOMMENDATION:

City Council discussion and input pertaining to 2020 calendar of events.

ATTACHMENTS:

[Attachment 1 - City Council Calendar](#)

ATTACHMENT 1

September 2020

September 2020							October 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5	4	5	6	7	1	2	3
13	14	8	9	10	11	12	11	12	13	14	8	9	10
20	21	15	16	17	18	19	18	19	20	21	15	16	17
27	28	22	23	24	25	26	25	26	27	28	22	23	24
		29	30								29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 30	31	Sep 1 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	2	3	4	5
6	7	8	9	10	11	12
13	14	15 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	16	17	18	19 duncanSWITCH - Chamber Event Tri-Cities Gala moved to April 17, 2021
20	21	22 6:00pm SGR - review semifinalists/facilitate the selection - EXECUTIVE SESSION (BRIEFING ROOM)	23	24	25	26
27	28	29	30	Oct 1	2	3

ATTACHMENT 1

October 2020

October 2020							November 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28
							29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 27	28	29	30	Oct 1	2	3
4	5 6:00pm Joint Meeting w/P&Z	6 National Night Out - CANCELED	7	8	9	10 9:00am Workshop??
11	12 6:00pm Joint Meeting w/Park Board	13	14 TML - 2020 Annual Conference - From Crisis to Recovery: Texas Cities Rebound and Rebuild	15	16	17 duncanSWITCH - Chamber Event 9:00am Workshop??
18	19 6:00pm Joint Meeting w/P&Z	20 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	21	22 6:00pm Tentative - Joint Meeting w/DCEDC	23	24 9:00am Fire Truck Pull (Armstrong/Kidsville Park)
25	26	27	28	29	30	31

City Council Calendar

1

9/5/2020 12:26 PM

Duncanville City Council Meeting Minutes Regular Meeting Tuesday, August 4, 2020

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, August 4, 2020, at 6:00 p.m. via video conference with a quorum to wit:

COUNCIL VIA VIDEO CONFERENCING:

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

STAFF VIA VIDEO CONFERENCING:

IT Director Tracy Beekman
Finance Director Richard Summerlin
Economic Development Director Jessica James
Public Works Director Greg Ramey
City Secretary Kristin Downs
Interim City Manager Paul Frederiksen
City Attorney Robert Hager

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting by video conference at 6:00 pm on Tuesday, August 4, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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

To submit public comments, email citysecretary@duncanville.com and title the email "Public Comment – August 4th. All public comments submitted by 4pm on Tuesday, August 4, 2020 will be provided to the City Council members and entered into the record for the August 4, 2020 City Council Special Meeting.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_eBdqMaH9SMiXlobTGA mK7Q

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

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

I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon read the item into record, and Interim City Manager Frederiksen reviewed each item. Item 4A - appointment of Nigel Robinson as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner Curtis Smith through October 31, 2021. Interviews were conducted with three candidates; a unanimous recommendation was made for appointment of Nigel Robinson. Item 4B - a Resolution approving the terms and conditions of the Inter-local Agreement by and between the City of Duncanville, Texas, ("Duncanville"), and the City of Cedar Hill, Texas, ("Cedar Hill"), for services related to the Green Ribbon Landscape Project on US 67. Item 4D - an amendment to Resolution 2020-004 approved on January 21, 2020 for an increase in the amount of \$30,001.00 at the approved rate for a new annual amount up to \$102,501.00 with Visiting Nurse Association. Due to the pandemic of COVID-19 there has been an increase in the number of seniors receiving meals, this will supplement funds for the program.

Councilmember Jameson requested Item 4B be moved to individual consent.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. *Discuss City owned properties obtained through previous foreclosures.*

Economic Development Director James presented the item. The following properties were obtained by the City of Duncanville through previous tax-foreclosures that did not sell at the Dallas County Sheriff's Sale. The City is currently paying to maintain these lots, but the City is not receiving any property taxes on them.

- 4 Belmont Pl.
- 923 Jungle Dr.
- 805 W. Wheatland Rd.
- 302 S. Venice Dr.
- 118 Jewell Ln.
- 110 W. Magnolia Ln.
- 403 W. Daniieldale Rd.
- 609 W. Daniieldale Rd.
- 727 S. Cockrell Hill Rd.

Council Options:

Option One – City Council can authorize City Manager or his designee to discuss purchase opportunities with adjacent property owners and other interested parties.

Option Two – City Council can retain ownership of these properties and market them through the Duncanville Urban Land Bank Authority (DULBA) that was established in Resolution No. 2015-012017. If City Council elects to utilize the DULBA, then a future action item will be needed to determine the administration and structure of the DULBA in order to effectively utilize the Authority.

- Moving administration of the DULBA from the Neighborhood Vitality Commission to the DCEDC.
- Modifying the structure of the DULBA to include commercial development properties.

Staff Recommendations:

- 4 Belmont Pl. – Discuss potential purchase with adjacent property owners.
- 923 Jungle Dr. – Market property as a single-family residential lot.
- 805 W. Wheatland Rd. – Keep for potential future park.
- 302 S. Venice Dr. – Keep for potential future park.
- 118 Jewell Ln. – Discuss potential purchase with adjacent property owners.
- 110 W. Magnolia Ln. – Discuss potential purchase with adjacent property owners.
- 403 W. Daniieldale Rd. – Discuss potential purchase with adjacent property owners.
- 609 W. Daniieldale Rd. – Move forward with marketing of property.
- 727 S. Cockrell Hill Rd. – Move forward with marketing of property.

Councilmember Jameson would like a real estate agent to look over the properties and provide ways to market the properties.

City Attorney Hager stated the only two ways the City can generally dispose of a property is by auction or closed bid. Unless it is a commercial property, the residential properties might be hard to dispose of and that is why the Urban Land Bank Authority was formulated to provide more options. The commercial properties could be dealt with through Economic Development to use that property as an incentive. The residential property would have to go to bid unless there was another way to handle it through the Urban Land Bank Authority.

Council concluded the following:

- To engage with a Real Estate agent to help market the individual residential lots.
- To discuss the properties more in depth at a later Council meeting.
- To rescind the Duncanville Urban Land Bank Authority (DULBA) at a later Council meeting.

Councilmember Cooks stated he would like for the Planning and Zoning Commission to look at the Commercial properties.

Mayor Gordon recessed the Briefing Session at 7:06 p.m. for City Council to convene into Executive Session.

II. **EXECUTIVE SESSION**

The Executive Session was called into session at 7:08 p.m. and City Attorney Hager read the item into record.

II.1 ***City Council shall convene into closed executive session pursuant to Section 550.71 of the Texas Gov't Code to seek legal advice from the City Attorney about pending litigation and claims in the following matters:***

1. ***City of Duncanville v. Rosa Juanita, et al Cause No. DC-20-10002 District Court of Dallas County Texas.***
2. ***EON Reality Agreements and Lease.***

The Council closed the Executive Session at 7:17 p.m.

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

The City Council convened into Regular Session in the Council Chambers at 7:23 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Mayor Pro Tem McBurnett.

The Pledge of Allegiance and Texas Pledge were led by Mayor Gordon.

III.1. **REPORTS**

III.1.A. ***Mayor's Report.***

Mayor Gordon provided an update on the COVID-19 pandemic and encouraged everyone to wear masks and social distance.

Mayor Gordon offered his condolences and spoke on the passing of Duncanville Fire Engineer Dan Kendall.

III.1.B. ***Councilmembers' Reports***

Mayor Pro Tem McBurnett encouraged everyone to complete their 2020 census.

Councilmember Anderson spoke about the Small Local Business Group.

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

None.

III.2. **PROCLAMATIONS AND PRESENTATIONS**

None.

III.3. **CITIZENS' INPUT**

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

Public Comments submitted by email to the City Secretary via citysecretary@duncanville.com. All public comments submitted by 4pm on

Tuesday, August 4, 2020 will be provided to all City Council members and will be entered into the record for the August 4, 2020 City Council Meeting.

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

Mayor Gordon read the item into record. The following comments were provided via email for the Citizens Input Period:

Crystal Dabney – wrote on the development of the City.

Patricia Ebert – supported the selling of city-owned property.

Nancy Bell – is not in favor of Item 4B.

Pat Haake – is not in favor of Item 4B.

Misty Bain – wrote on the Duncanville Land Bank, 609 W. Danieldale, and Item 4B.

III.4. CONSENT AGENDA

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

III.4.A. *Consider a Resolution confirming the Interim City Manager's appointment of Nigel Robinson as a member of the Duncanville Civil Service Commission filling the vacancy of former Commissioner Curtis Smith through October 31, 2021.*

III.4.B. *Consider a Resolution approving the terms and conditions of the Inter-local Agreement by and between the City of Duncanville, Texas, ("Duncanville"), and the City of Cedar Hill, Texas, ("Cedar Hill"), for services related to the Green Ribbon Landscape Project on US 67.*

Item was moved to Individual Consent.

III.4.C. *Consider a Resolution approving the proposal for city paid employee and retiree medical and prescription plan with Blue Cross Blue Shield of Texas for an one year agreement.*

III.4.D. *Consider a Resolution authorizing an amendment to Resolution 2020-004 approved on January 21, 2020 for an increase in the amount of \$30,001.00 at the approved rate for a new annual amount up to \$102,501.00 with Visiting Nurse Association using Interlocal Cooperative Contract with the City of Grand Prairie Contract #17124, for the senior meal program service.*

III.4.E. *Receive the newly required Certification of Additional Sales and Use Tax to Pay Debt Service required under SB2.*

Mayor Pro Tem Don McBurnett made a motion to approve the item as stated, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Items passed.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

III.4.B. *Consider a Resolution approving the terms and conditions of the Inter-local Agreement by and between the City of Duncanville, Texas, ("Duncanville"), and the City of Cedar Hill, Texas, ("Cedar Hill"), for services related to the Green Ribbon Landscape Project on US 67.*

Councilmember Jameson explained her reasons for moving the item to Individual Consideration and is not in agreement with the Cedar Hill entry monument in Duncanville city limits.

Public Works Director Ramey presented the item.

Inter-local Agreement Summary:

- Cedar Hill will take lead on procurement action for the landscape construction contract

- Duncanville and Cedar Hill will conduct construction quality assurance in respective areas
- Cedar Hill will manage the construction contract and invoicing
- Duncanville will maintain the landscaping on the east side of the Wintergreen Rd Gateway. Cedar Hill will maintain the landscaping on the west side of the Wintergreen Rd Gateway (within Duncanville City Limits – TxDOT Right-of-Way). Includes permission for Cedar Hill to enter City.
- Duncanville and Cedar Hill will use separate water and electric meters

Various Councilmembers voiced their comments and concerns on the previous briefings for the monument and the location of the sign.

Interim City Manager Frederiksen stated the agreement is for the Joint Grant Funding and for the City of Cedar Hill to take the lead on maintaining the landscaping.

Councilmember Jameson made a motion to table the item until the August 18, 2020 City Council Meeting. No second to the motion was made.

Councilmember At-Large Patrick Harvey made a motion to approve the item as stated, Mayor Pro Tem Don McBurnett seconded the motion. The vote was cast 6 for, 1 against (Councilmember Johnette Jameson). Item passed.

- III.5.A. Consider a Resolution authorizing Linebarger Goggan Blair & Sampson, LLP, to obtain an order of sale which will allow for the foreclosure of; and, to authorize the sale of the properties by Dallas County at public sale in accordance with Section 34.05 of the Texas Property Tax Code, for the following properties: 1208 Crest Lane, 212 Hamilton Street, 11 Royal Avenue, and 307 W. Camp Wisdom Road.**

Finance Director Summerlin presented the item.

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

- III.5.B. Consider a Resolution amending Resolution 2020-009 calling the General Election of May 2, 2020, and amending Resolution 2020-009R postponing said election to November 3, 2020 for the purpose of electing one Councilmember Mayor, District 2 and District 4 for a two (2) year term; Resolution is hereby amended by extending early voting by personal appearance to begin on Tuesday, October 13, 2020 and shall continue through the fourth day before election day; providing for extending hours during early voting; and by extending early voting by mail until the election date; designating polling places; authorizing execution of any amendments to joint election contract for the November 3, 2020 Election.**

City Secretary Downs presented the item. On July 27, 2020 Governor Greg Abbott issued a proclamation suspending Section 85.001(a) of the Texas Election Code to expand the early voting period for the November 3, 2020 elections. The early voting period for any election authorized to occur on November 3, 2020 will begin on Tuesday, October 13, 2020 and last through Friday, October 30, 2020. This expansion will allow for increased in-person voting opportunities for the November 3, 2020 elections while maintaining appropriate social distancing standards in response to the COVID-19 disaster. Additionally, the proclamation suspends a portion of Section 86.006(a-1) to allow a voter to hand deliver their marked mail ballot to the early voting clerk's office before election day.

Mayor Gordon stated Mayor and District 4 have been elected and sworn in due to unopposed candidates.

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

- III.5.C. Consider a Resolution appointing _____ as a member of the Governing Body to participate and cast ballots on behalf of the City of Duncanville at the North Central Texas Council of Governments'**

(NCTCOG) via conference to elect a new Executive Board on August 14, 2020.

Interim City Manager Frederiksen presented the item. The North Central Texas Council of Governments' (NCTCOG) Bylaws calls for an annual membership meeting ("General Assembly") to elect a new Executive Board. The General Assembly takes place in person every year in the month of June but due to COVID-19, the meeting will be held via videoconference on August 14, 2020 at 11:00 a.m. this year. As a NCTCOG member, the City of Duncanville is permitted one voting participant at the General Assembly via video conference. A live stream of the meeting is available for all others interested in viewing the Assembly meeting.

The City of Duncanville appoints Mayor Gordon, as a member of the governing body to participate and cast ballots on behalf of the City of Duncanville at the North Central Texas Council of Governments' General Assembly via videoconference on August 14, 2020.

Councilmember At-Large Patrick Harvey made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.D. *Discuss and consider a Resolution approving an amendment to the City of Duncanville Economic Incentive Policy to preclude economic incentive offers to business enterprises without a specified end-user or owner.*

Interim City Manager Frederiksen presented the item. The City of Duncanville will, on a case-by-case basis, consider providing grants and tax abatements as an incentive for economic development in Duncanville. The City Council and the Duncanville Community and Economic Development Corporation (DCEDC) have an approved policy they use when considering economic development incentive requests.

Councilmember Johnette Jameson has requested the following amendment to the City of Duncanville Economic Incentive Policy:

"Amend the City of Duncanville Policy Statement and Guidelines for Economic Development Grants and Tax Abatements to exclude any and all Tax Abatement offers to speculative business propositions. Any request for a tax abatement must include the name of the business and the specific type of business that would be conducted in order to be considered."

Councilmember Jameson stated Council should know the following when a tax abatement is requested; who it is you are offering it to and what will the business bring to the City. Speculative buyers are coming in to buy a piece of property and use the tax abatement as an incentive for their property and are not telling Council what business they will bring in.

Council voiced their opinions and agreed; the DCEDC Board needs to be involved to provide feedback to Council.

City Attorney Hager stated:

A motion to defer Agenda Item 5D until Council can have a Joint Meeting with the EDC (Economic Development Corporation) to discuss.

Councilmember At-Large Patrick Harvey made a motion to approve the motion provided by City Attorney Hager, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.E. *Take any necessary action as a result of the Executive Session.*
No action.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the FY20 Third Quarter Investment Report as of June 30, 2020.*
No questions.

III.6.B. *Receive the Monthly Financial Report as of June 30, 2020.*
No questions.

III.6.C. Receive the Parks & Recreation Quarterly Report.
No questions.

III.6.D. Receive the Fieldhouse Quarterly Report.
Parks Superintendent Hamilton presented the report.

Councilmember Jameson questioned with the COVID-19 pandemic how the Fieldhouse was monitoring the cleanness of the facility.

Superintendent Hamilton spoke on all the precautions Fieldhouse staff was taking and assured Council on their priority to keep it going.

IV. ADJOURNMENT

The meeting was adjourned at 9:38 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

**Duncanville City Council Meeting Minutes
Special Meeting
Thursday, August 13, 2020**

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Thursday, August 13, 2020, at 6:04 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT:

Mayor Barry L. Gordon
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

COUNCIL ABSENT:

Councilmember At-Large Patrick Harvey

There will be no public access to this physical access. However, a live broadcast will be provided on our local channels (Charter 192 or U-verse 99). A YouTube recording will be provided no later than August 20, 2020.

To submit public comments, email citysecretary@duncanville.com and title the email "Public Comment – August 13th". All public comments submitted by 4pm on Thursday, August 13, 2020 will be provided to the City Council members and entered into the record for the August 13, 2020 City Council Special Meeting – Budget Workshop.

BUDGET WORK SESSION

1. CALL TO ORDER

Councilmember Jameson requested the citizens be allowed to speak during Citizen Comments via ZOOM instead of submitting comments via e-mail.

2. RECEIVE PUBLIC COMMENTS

Debra Maier, 622 Dawson Drive – spoke against raising taxes.

Juanita Marchant, 318 Swan Ridge Place - spoke against raising taxes.

Benjamin & Misty Bain, 102 Walnut Street – stated there are errors in the budget and provided feedback on the tax rate and the use of consultants.

Patricia Ebert, 115 South Greenstone Lane – questioned if citizens could receive a homestead exemption and stated there are errors in the budget.

3. REPORTS

- A. Discuss and deliberate the FY 2020-2021 Proposed Annual Budget concerning, General Fund Expenses and Revenues, Utility Fund Expenses and Revenues; 2021 Capital Improvement Plan, and fee schedule including Alcohol Ordinance fee discussion, miscellaneous departments and funds. (The City Council may direct staff to make additions, deletions or corrections to the budget which is the subject of the discussion and deliberation for future and/or final consideration by the City Council.)**

Interim City Manager Frederiksen stated due to the COVID-19 pandemic it has caused a disruption in the normal Budget process resulting in uncertified estimated of taxable value numbers. Normally, the City would have the Certified Role numbers by the end of July.

Finance Director Summerlin discussed the changes that have occurred since the June Workshop:

- \$411,125 overall increase in revenue estimates
 - \$500,125 increase in sales tax revenue
 - Total actual sales tax received Oct 2019 thru May 2020 \$6,632,390
 - Total actual sales tax received June 2019 thru Sep 2019 (prior year) \$3,788,862 less 15% COVID-19 reduction of \$568,329 leaving forecasted sales tax revenue for the remainder of FY20 at \$3,220,533
 - 75% of sales tax allocated to the General Fund and 25% allocated to DCEDC

- \$89,000 decrease in franchise tax revenue due to SB1152

FY20 General Fund Challenges:

- Sales tax revenue loss is significant but less significant than originally estimated and recovery from the pandemic is uncertain from a timing perspective
- Restoration of deferred street maintenance and other building and equipment maintenance costs continue to present challenges
- Providing exceptional services with lean staffing levels is a challenge
- Compliance with unfunded regulatory and reporting mandates increases organizational stress with lean staffing and current compensation

Discussion followed on the following; FY21 Budget Outlook, compensation, and tax rate.

Tax Rates:

- July 24 -Current Rate \$0.743447 - Under Voter-Approval Rate based on Certified Estimate of Values provided by DCAD
 - **Texas Tax Code Sec. 26.04. SUBMISSION OF ROLL TO GOVERNING BODY; NO-NEW-REVENUE AND VOTER-APPROVAL TAX RATES. (c-2)** Notwithstanding any other provision of this section, if the assessor for a taxing unit receives a certified estimate of the taxable value of property in the taxing unit under Section 26.01(a-1), the officer or employee designated by the governing body of the taxing unit shall calculate the no-new-revenue tax rate and voter-approval tax rate using the **certified estimate** of taxable value.
 - The current tax rate is below the legally calculated NNR and VA Tax Rates
- August 7 - Estimated Voter-Approval Rate \$0.711877 - based on estimated Certified Tax Roll (August 20)
 - DCAD certified the estimate of values with \$568 million dollars in protest (typically at certified roll this would have been approximately \$20 million)
 - DCAD provided an estimate of values to be used in the tax rate calculations at 50% of the amount in protest (typically they use 70% and typically the amount under protest is much smaller)
 - Based on conversation with DCAD officials, they expect certified roll to come in at 85 to 90% of the amount under protest
 - The exact rate will not be known/certified until sometime after August 20
 - The rate above is a best estimate

NNR and VA Tax Rates:

Description	Tax Rate Comparison						General Fund Property Tax Revenue
	Fiscal Year	Tax Year	No-New-Revenue Rate	Current Tax Rate	Voter-Approval Rate	Adjustment To Current Tax Rate	
Dallas County Certified Rates Based on DCAD Certified Estimate of Values	2021	2020	\$ 0.748609	\$ 0.743447	\$ 0.773007	\$ -	\$ 18,512,395
Estimate of Rates If Based on Certified Tax Roll	2021	2020	\$ 0.689427	\$ 0.743447	\$ 0.711877	\$ (0.031570)	\$ 17,667,543
Difference (Equates to 9.4 day reduction of fund balance)							\$ (844,852)

Adopted Tax Rate Outcome for Current and Subsequent Budget Year:

ASSUMING TAXABLE VALUES INCREASE 5% NEXT YEAR						
FY21 (TY20) ADOPTED TAX RATE	VOTER- APPROVAL RATE FOR FY22 (TY21)	DIFFERENCE	PERCENTAGE	ESTIMATED CURRENT BUDGET YEAR REVENUE *	ESTIMATED SUBSEQUENT BUDGET YEAR REVENUE *	TOTAL TWO YEARS COMBINED REVENUE
0.743447	0.73255	-0.010897	-1.5%	\$ 20,294,848	\$ 20,997,247	\$ 41,292,096
0.711877	0.70855	-0.003327	-0.5%	\$ 19,433,040	\$ 20,309,330	\$ 39,742,370
Difference				\$ (861,808)	\$ (687,917)	\$ (1,549,725)
* Total combined revenue GF plus DS and at 100% (no discount for delinquent taxpayers)						

Straw Vote:

- Stay at the current rate of \$0.743447 (legally conforming to the tax code and no public hearing required on the tax rate)
- Reduce the rate to the VA rate after Certified Tax Roll is published (best estimate is around \$0.711877 and would not be required but would be the outcome had DCAD certified the tax roll at our estimate which is 85% of values under protest)
 - We will not know the exact re-calculated rates until sometime after August 20

All council members present, with the exception of Councilmember Jameson, supported the proposed preliminary estimated Voter Approval Tax Rate of \$0.711877 and furthermore directed staff to receive the Certified Tax Roll from DCAD on August 20, 2020 and have the Dallas County Tax Office re-calculate the No-New-Revenue (NNR) and Voter-Approval (VA) Tax Rates. Councilmember Jameson stated she desired to lower the proposed tax rate to the NNR Tax Rate (estimated at that time to be \$0.689427) when the certified rates were available.

Discussion continued on the following; Utility Fund revised FY20 budget, Utility Fund FY21 Budget outlook, other funds – FY20 revised Budget and FY21 Budget outlook, and Public Works proposed FY21 CIP Budget and FY22-FY26 CIP Program.

Public Works Director Ramey discussed the Alcohol Ordinance fee.

- 08/19/2003, Ordinance No. 1853 – Sale of Alcoholic Beverages approved by City Council
- 06/2/2015, Ordinance No. 2248 – Sale of Alcoholic Beverages Amendment #1 approved by City Council to allow alcohol sales at Special Events
- 04/04/2017, Ordinance No. 2309 – Sale of Alcoholic Beverages Amendment #2 approved by City Council to allow alcohol consumption at park facilities in conjunction with an approved facility rental
- 06/2020, Staff discovered that the City never implemented the ordinance for restaurants that serve alcohol.

TABC permits are issued every two years.

Category	TABC Permit Fee	City Permit Fee Per Ordinance
Retail – Beer Only	\$120.00	\$60.00
Retail – Wine Only	\$150.00	\$75.00
Retail – Beer & Wine Combo	\$120.00	\$60.00
Restaurant – Initial Mixed Beverage Permit	\$6,000.00	\$3,000.00
Restaurant – 1 st Renewal	\$4,500.00	\$2,250.00
Restaurant – 2 nd Renewal	\$3,000.00	\$1,500.00
Restaurant – 3 rd & Subsequent Renewals	\$1,500.00	\$750.00

Best Southwest Alcohol Ordinance:

City	Off-Premise/Retail Alcohol Sales	Restaurant Alcohol Sales	Fees
Duncanville	Yes	Yes	½ TABC
Lancaster	Yes	Yes	½ TABC
DeSoto	Yes	Yes	½ TABC
Cedar Hill	Yes	No	½ TABC

Council concluded to remove the prohibition of alcohol sales at restaurants with drive-thru and/or curbside service, starting October 1, 2020 notify and permit businesses; permitting fees to begin in 2023. Staff will bring an amended ordinance back to Council for consideration.

- B. Announcement and establishing a budget and tax rate.

Guidance was provided during earlier discussion.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution authorizing award of Bid #20-016 Meadowcreek Dr. Drainage Improvements to La Banda, LLC, through the City's competitive bid process, with an estimated expenditure amount of \$283,106.00.

FY 2019 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

BACKGROUND/HISTORY:

In December 2018, the resident at 370 Meadowcreek Dr. informed the Public Works Department about severe erosion occurring over-top the City drainage outfall into Stewart Branch Creek. Since then, the City's consultant firm, Dunaway & Associates, worked to design a solution addressing the associated issues.

When the existing drainage system serving Whispering Hills Addition was constructed in 1983, the design was prepared using a lower criterion of 25-year storm event for calculating drainage than current requirements of 100-year storm event. Within the last decade, the City has experienced a higher frequency of high rainfall events exceeding the capacity of this drainage system. These events have caused severe degradation of the system's downstream segment. Some of the items impacted include, the outfall headwall, the drainage pipe, eroded soil above the pipe, the driveway, and the bag wall behind 370 Meadowcreek Dr (Attachment 2). These issues will be remedied under two contracts. One contract will replace the stormwater pipe, outfall headwall, and driveways. The other contract will replace the bagwall which will protect the other drainage improvements.

This contract will provide for the construction of drainage improvements along the drainage easement between 370 Meadowcreek Dr. and 418 Silver Creek Dr. and paving improvements at the intersection of Meadowcreek Dr. and Silver Creek Dr. The existing drainage 48-inch pipe will be replaced with 24-feet of 6'X6' Reinforced Concrete Box and 200-feet of 54-inch Reinforced Concrete Pipe. The larger infrastructure will convey runoff calculated using a higher design criterion. To account for any overland flow, a broader flume will be installed from the driveway to the top of the proposed bag wall. The proposed bag wall will be installed under a separate contract. Additional inlets will be installed at the intersection to reduce the volume of ponding water. The project area is exhibited in Attachment 1. The project is scheduled to be complete within 90 calendar days.

The Invitation to Bid IFB-20-016 was advertised in the Focus Daily on February 18, 2020, February 25, 2020, and March 3, 2020. The bid request was also advertised through the bidding notification system for Public Purchase, Black Chamber of Commerce, Hispanic Chamber of Commerce, Regional Hispanic Contractors, Black Contractors Association, North Texas Regional Certification Agency, 291 Historically Underutilized Businesses (HUBs) vendors from the State of Texas Centralized Master List, were notified via email. The City received ten completed bids prior to bid closing on March 17, 2020. La Banda, LLC, a Dallas-based construction company, was the lowest responsible bidder (Attachment 3). Staff reviewed the proposed pricing and certified that the prices offered by the recommended vendor are fair and reasonable. The City's previous experience with La Banda, LLC was very positive, and references also stated the contractor had performed work of similar scope satisfactorily.

The extended duration between bid opening and award is due to the additional time it took to design the bag wall and put that project out for bid. Both Meadowcreek projects have to be awarded at the same time since the construction activities have to be synchronized. The procurement manager contacted the contractor, La Banda, monthly to confirm the pricing remained unchanged since March.

POLICY EXPLANATION:

The lowest responsive bid was from La Banda, LLC, from Dallas, Texas, in the amount of \$283,106.00. The Engineer's Opinion of Probable Cost of Construction was \$255,869.25. Staff has reviewed the bid, bidder qualifications, and references and recommends award to La Banda, LLC as the lowest responsive and responsible bidder for this project. This project was bid in compliance with Texas municipal purchasing statutes.

FUNDING SOURCE:

\$283,106.00 is allocated in the FY20 Drainage Capital Improvements Projects budget for this project.

Contract Log #:

1432

RECOMMENDATION:

Staff recommends approval of a Resolution authorizing award of Bid #20-016, Meadowcreek Dr. Drainage Improvements to La Banda, LLC, through the City's competitive bid process, with an estimated expenditure amount of \$283,106.00.

ATTACHMENTS:

[Attachment 1- Project Location Map](#)

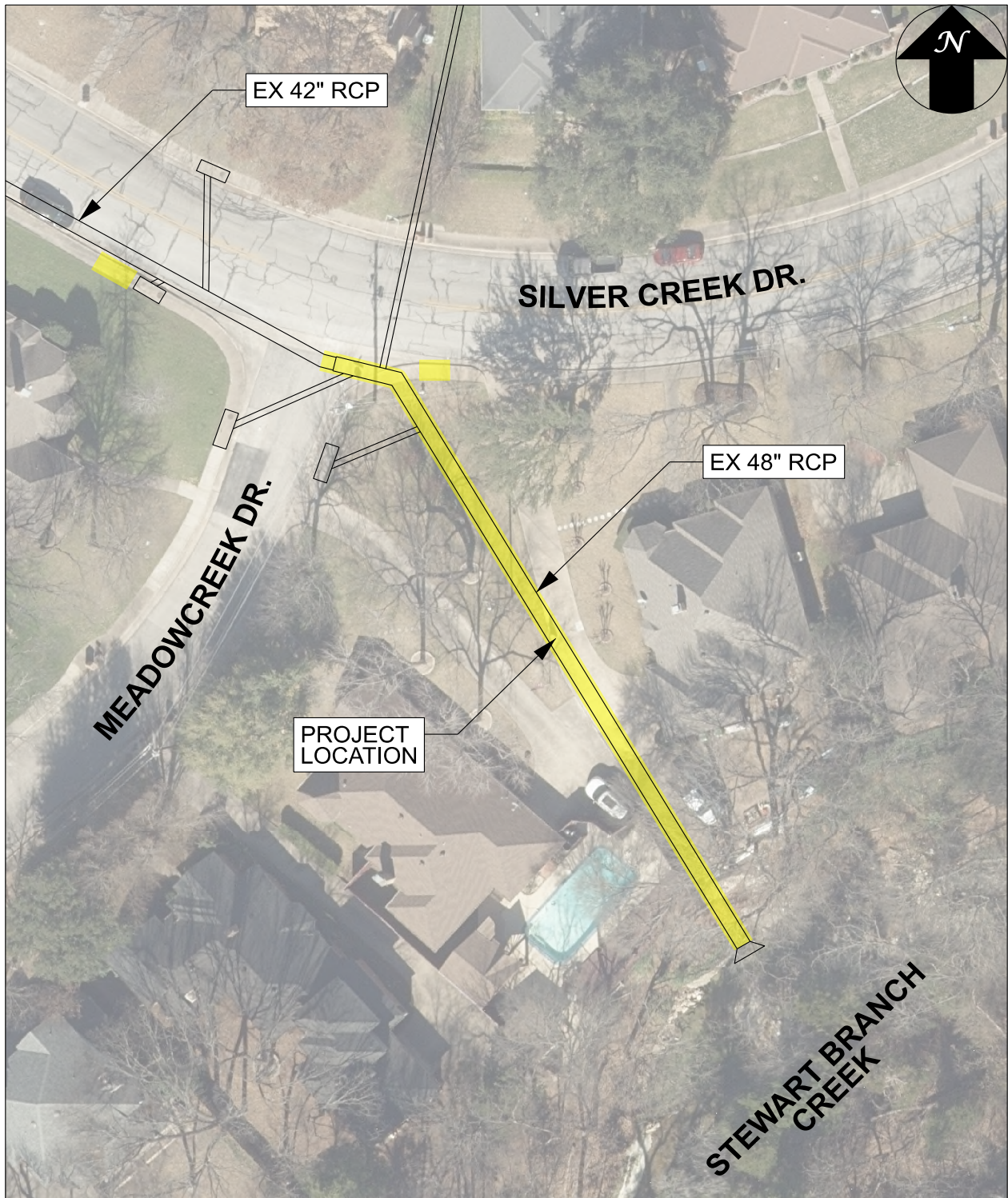
[Attachment 2 - Existing Site Conditions](#)

[Attachment 3- Bid Tabulation](#)

[Attachment 4- Resolution No. - 2020-028 - Meadowcreek Dr. Drainage Improvements to La Banda - with Exhibit](#)

[Attachment 5 - SAMS-LA BANDA LLC](#)

ATTACHMENT 1 - PROJECT LOCATION MAP



MEADOWCREEK DR - DRAINAGE IMPROVEMENTS
CITY OF DUNCANVILLE PUBLIC WORKS DEPARTMENT
FROM MEADOWCREEK DR TO STEWART BRANCH CREEK



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 3 - BID TABULATION

Owner: Project:	City of Duncanville, Dallas County, Texas MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS IFB NO. 20-016			Bidders Name & Address LaBanda LLC 523 Neomi Ave Dallas TX 75217 214-403-1645		Bidders Name & Address SAI Construction 2105 Waterview Pkwy Ste A Richardson TX 75080 832-466-0362		Bidders Name & Address Reylech Services LLC PO Box 540252 Grand Prairie TX 75054 817-343-4792		Bidders Name & Address GRod Construction LLC 889 E Rock Island Ave Byod TX 76023 682-302-3219 682-204-0119 fax		Bidders Name & Address Barson Utilities Inc 5326 Ledbetter Dallas TX 75236 972-979-8538	
Bid Opens	March 17, 2020 @ 11:00 am												
Item #	Est. Qty.	Unit	Description	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension
			DRAINAGE										
1	1	LS	Mobilization	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00	\$ 14,000.00	\$ 13,869.00	\$ 13,869.00	\$ 14,900.00	\$ 14,900.00	\$ 15,000.00	\$ 15,000.00
2	1	LS	Clearing & Grubbing	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00	\$ 20,000.00	\$ 6,003.00	\$ 6,003.00	\$ 23,900.00	\$ 23,900.00	\$ 2,500.00	\$ 2,500.00
3	400	SF	Remove Asphalt Pavement	\$ 2.00	\$ 800.00	\$ 4.00	\$ 1,600.00	\$ 1.45	\$ 580.00	\$ 4.00	\$ 1,600.00	\$ 5.00	\$ 2,000.00
4	280	SY	Remove Concrete Drive	\$ 14.00	\$ 3,920.00	\$ 25.00	\$ 7,000.00	\$ 11.88	\$ 3,326.40	\$ 15.00	\$ 4,200.00	\$ 12.00	\$ 3,360.00
5	45	LF	Remove 30" Separate Concrete Curb and Gutter	\$ 5.00	\$ 225.00	\$ 20.00	\$ 900.00	\$ 7.21	\$ 324.45	\$ 12.50	\$ 562.50	\$ 20.00	\$ 900.00
6	500	SF	Remove Sidewalk	\$ 2.00	\$ 1,000.00	\$ 5.50	\$ 2,750.00	\$ 1.16	\$ 580.00	\$ 3.00	\$ 1,500.00	\$ 4.50	\$ 2,250.00
7	650	SF	Remove Concrete Pavement	\$ 3.00	\$ 1,950.00	\$ 5.50	\$ 3,575.00	\$ 1.39	\$ 903.50	\$ 2.50	\$ 1,625.00	\$ 10.00	\$ 6,500.00
8	40	SF	Remove Concrete Flume	\$ 20.00	\$ 800.00	\$ 15.00	\$ 600.00	\$ 3.19	\$ 127.60	\$ 11.00	\$ 440.00	\$ 15.00	\$ 600.00
9	1	LS	Remove Existing Headwall	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,504.20	\$ 1,504.20	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00
10	750	VSF	Remove Bagwall	\$ 4.00	\$ 3,000.00	\$ 2.00	\$ 1,500.00	\$ 2.58	\$ 1,935.00	\$ 6.00	\$ 4,500.00	\$ 4.50	\$ 3,375.00
11	15	LF	Remove Existing Wood Retaining Wall	\$ 50.00	\$ 750.00	\$ 100.00	\$ 1,500.00	\$ 52.44	\$ 786.60	\$ 45.00	\$ 675.00	\$ 125.00	\$ 1,875.00
12	220	LF	Remove 48" RCP	\$ 20.00	\$ 4,400.00	\$ 50.00	\$ 11,000.00	\$ 34.66	\$ 7,625.20	\$ 40.00	\$ 8,800.00	\$ 35.00	\$ 7,700.00
13	15	LF	Remove 42" RCP	\$ 20.00	\$ 300.00	\$ 50.00	\$ 750.00	\$ 33.12	\$ 496.80	\$ 120.00	\$ 1,800.00	\$ 30.00	\$ 450.00
14	36	LF	Remove 18" RCP	\$ 20.00	\$ 720.00	\$ 50.00	\$ 1,800.00	\$ 16.10	\$ 579.60	\$ 47.00	\$ 1,692.00	\$ 25.00	\$ 900.00
15	1	EA	Remove, Salvage and Deliver Existing Fire Hydrant & Appurtenances	\$ 250.00	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 255.30	\$ 255.30	\$ 1,000.00	\$ 1,000.00	\$ 650.00	\$ 650.00
16	1	EA	Install Fire Hydrant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,613.15	\$ 5,613.15	\$ 5,000.00	\$ 5,000.00	\$ 4,800.00	\$ 4,800.00
17	30	LF	6" PVC Pipe, DR14 C900	\$ 70.00	\$ 2,100.00	\$ 115.00	\$ 3,450.00	\$ 23.12	\$ 693.60	\$ 85.00	\$ 2,550.00	\$ 100.00	\$ 3,000.00
18	0.1	TN	Ductile Iron Fittings	\$ 8,000.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 13,386.00	\$ 1,338.60	\$ 13,000.00	\$ 1,300.00	\$ 5,800.00	\$ 580.00
19	230	SF	Type II Asphalt Trench Repair (6" Reinforced Conc. / Type D HMAC	\$ 6.00	\$ 1,380.00	\$ 12.00	\$ 2,760.00	\$ 12.92	\$ 2,971.60	\$ 30.00	\$ 6,900.00	\$ 18.00	\$ 4,140.00
20	3	EA	24'-36" Tree Removal	\$ 2,600.00	\$ 7,800.00	\$ 2,500.00	\$ 7,500.00	\$ 2,035.50	\$ 6,106.50	\$ 1,000.00	\$ 3,000.00	\$ 5,000.00	\$ 15,000.00
21	30	LF	6' x 6' RCB	\$ 800.00	\$ 24,000.00	\$ 1,050.00	\$ 31,500.00	\$ 2,200.09	\$ 66,002.70	\$ 980.00	\$ 29,400.00	\$ 945.00	\$ 28,350.00
22	205	LF	54" RCP, Class III	\$ 500.00	\$ 102,500.00	\$ 345.00	\$ 70,725.00	\$ 395.15	\$ 81,005.75	\$ 323.00	\$ 66,215.00	\$ 545.00	\$ 111,725.00
23	12	LF	42" RCP, Class III	\$ 400.00	\$ 4,800.00	\$ 250.00	\$ 3,000.00	\$ 246.68	\$ 2,960.16	\$ 275.00	\$ 3,300.00	\$ 385.00	\$ 4,620.00
24	12	LF	24" RCP, Class III	\$ 200.00	\$ 2,400.00	\$ 150.00	\$ 1,800.00	\$ 105.09	\$ 1,261.08	\$ 320.00	\$ 3,840.00	\$ 285.00	\$ 3,420.00
25	45	LF	21" RCP, Class III	\$ 180.00	\$ 8,100.00	\$ 125.00	\$ 5,625.00	\$ 79.81	\$ 3,591.45	\$ 305.00	\$ 13,725.00	\$ 225.00	\$ 10,125.00
26	304	LF	Trench Safety Implementation	\$ 10.00	\$ 3,040.00	\$ 1.00	\$ 304.00	\$ 15.21	\$ 4,623.84	\$ 5.00	\$ 1,520.00	\$ 2.00	\$ 608.00
27	1	LS	Trench Safety Design	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 483.00	\$ 483.00	\$ 450.00	\$ 450.00	\$ 1,500.00	\$ 1,500.00
28	350	SY	Block Sodding (St. Augustine Sod)	\$ 16.00	\$ 5,600.00	\$ 8.00	\$ 2,800.00	\$ 6.95	\$ 2,432.50	\$ 15.00	\$ 5,250.00	\$ 10.00	\$ 3,500.00
29	167	SF	6" Asphalt Connection (Type D)	\$ 8.00	\$ 1,336.00	\$ 8.00	\$ 1,336.00	\$ 7.07	\$ 1,180.69	\$ 10.00	\$ 1,670.00	\$ 12.00	\$ 2,004.00
30	280	SY	6" Concrete Driveway	\$ 78.00	\$ 21,840.00	\$ 65.00	\$ 18,200.00	\$ 54.20	\$ 15,176.00	\$ 65.00	\$ 18,200.00	\$ 83.00	\$ 23,240.00
31	30	LF	30" Separate Concrete Curb and Gutter	\$ 65.00	\$ 1,950.00	\$ 65.00	\$ 1,950.00	\$ 28.03	\$ 840.90	\$ 90.00	\$ 2,700.00	\$ 48.00	\$ 1,440.00
32	110	LF	6" Integral Curb	\$ 6.00	\$ 660.00	\$ 10.00	\$ 1,100.00	\$ 7.43	\$ 817.30	\$ 9.00	\$ 990.00	\$ 25.00	\$ 2,750.00
33	315	SF	4" Concrete Sidewalk	\$ 9.00	\$ 2,835.00	\$ 8.00	\$ 2,520.00	\$ 6.51	\$ 2,056.65	\$ 7.00	\$ 2,205.00	\$ 7.50	\$ 2,362.50
34	650	SF	6" 4000 PSI Reinforced Concrete Pavement	\$ 14.00	\$ 9,100.00	\$ 10.50	\$ 6,825.00	\$ 6.80	\$ 4,420.00	\$ 9.00	\$ 5,850.00	\$ 10.00	\$ 6,500.00
35	400	SF	Concrete Flume	\$ 25.00	\$ 10,000.00	\$ 9.00	\$ 3,600.00	\$ 11.13	\$ 4,452.00	\$ 16.00	\$ 6,400.00	\$ 12.00	\$ 4,800.00
36	5	EA	Concrete Collar	\$ 1,000.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	\$ 1,138.50	\$ 5,692.50	\$ 1,000.00	\$ 5,000.00	\$ 1,200.00	\$ 6,000.00
37	1	EA	54" RCP to 6'x6' RCB Concrete Structure	\$ 3,000.00	\$ 3,000.00	\$ 20,000.00	\$ 20,000.00	\$ 8,176.50	\$ 8,176.50	\$ 7,500.00	\$ 7,500.00	\$ 5,500.00	\$ 5,500.00
38	1	EA	6-Foot Curb Inlet	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 2,763.45	\$ 2,763.45	\$ 5,200.00	\$ 5,200.00	\$ 4,750.00	\$ 4,750.00
39	1	EA	10-Foot Curb Inlet	\$ 5,500.00	\$ 5,500.00	\$ 3,800.00	\$ 3,800.00	\$ 3,943.35	\$ 3,943.35	\$ 6,500.00	\$ 6,500.00	\$ 5,500.00	\$ 5,500.00
40	2	EA	Barrier Free Ramp (TXDOT Type 2)	\$ 2,000.00	\$ 4,000.00	\$ 1,500.00	\$ 3,000.00	\$ 1,645.65	\$ 3,291.30	\$ 1,300.00	\$ 2,600.00	\$ 1,550.00	\$ 3,100.00
41	1	LS	Irrigation Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
42	1	LS	Erosion and Sediment Control	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 7,245.00	\$ 7,245.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
43	2	EA	Concrete Curb Stops	\$ 500.00	\$ 1,000.00	\$ 350.00	\$ 700.00	\$ 193.55	\$ 387.10	\$ 225.00	\$ 450.00	\$ 250.00	\$ 500.00
44	8	EA	Concrete Energy Dissipators	\$ 300.00	\$ 2,400.00	\$ 500.00	\$ 4,000.00	\$ 200.27	\$ 1,602.16	\$ 910.00	\$ 7,280.00	\$ 75.00	\$ 600.00
45	1	EA	Project Sign	\$ 700.00	\$ 700.00	\$ 1,000.00	\$ 1,000.00	\$ 669.30	\$ 669.30	\$ 700.00	\$ 700.00	\$ 750.00	\$ 750.00
46	11	TN	2" Temporary Asphalt Patch (Type D)	\$ 130.00	\$ 1,430.00	\$ 200.00	\$ 2,200.00	\$ 178.30	\$ 1,961.30	\$ 205.00	\$ 2,255.00	\$ 175.00	\$ 1,925.00
47	30	CY	Sand Bag Check Dam	\$ 50.00	\$ 1,500.00	\$ 65.00	\$ 1,950.00	\$ 318.44	\$ 9,553.20	\$ 225.00	\$ 6,750.00	\$ 110.00	\$ 3,300.00
48	1.2	CY	Concrete Ramp in RCP	\$ 600.00	\$ 720.00	\$ 1,000.00	\$ 1,200.00	\$ 443.33	\$ 532.00	\$ 850.00	\$ 1,020.00	\$ 650.00	\$ 780.00
			BID TOTAL		\$ 283,106.00		\$ 288,900.00		\$ 293,235.28		\$ 297,414.50		\$ 322,229.50

ATTACHMENT 3 - BID TABULATION

Owner: Project:	City of Duncanville, Dallas County, Texas MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS IFB NO. 20-016			Bidders Name & Address Canary Construction Inc 802 N Kealy Ave Ste 101 Lewisville TX 75057 469-464-3823 469-464-4233 fax		Bidders Name & Address FM Utilities LLC 4911 Redbird Trail Midlothian TX 76065 469-716-3697		Bidders Name & Address Joe Funk Construction Inc 11226 Indian Trail Dallas TX 75229 972-273-7141 972-807-2782 fax		Bidders Name & Address SYB Construction Co Inc 421 Compton Ave Irving TX 75061 972-399-1066 972-399-1586 fax		Bidders Name & Address Atkins Bros Equip Co Inc 3516 Old Ft Worth Rd Midlothian TX 76065 972-775-7955	
Bid Opens	March 17, 2020 @ 11:00 am												
Item #	Est. Qty.	Unit	Description	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension
			DRAINAGE										
1	1	LS	Mobilization	\$ 16,750.00	\$ 16,750.00	\$ 17,329.07	\$ 17,329.07	\$ 28,600.00	\$ 28,600.00	\$ 33,500.00	\$ 33,500.00	\$ 10,000.00	\$ 10,000.00
2	1	LS	Clearing & Grubbing	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 55,705.00	\$ 55,705.00	\$ 16,100.00	\$ 16,100.00	\$ 10,000.00	\$ 10,000.00
3	400	SF	Remove Asphalt Pavement	\$ 5.00	\$ 2,000.00	\$ 6.00	\$ 2,400.00	\$ 19.38	\$ 7,752.00	\$ 1.50	\$ 600.00	\$ 20.00	\$ 8,000.00
4	280	SY	Remove Concrete Drive	\$ 35.00	\$ 9,800.00	\$ 47.35	\$ 13,258.00	\$ 50.58	\$ 14,162.40	\$ 12.00	\$ 3,360.00	\$ 20.00	\$ 5,600.00
5	45	LF	Remove 30" Separate Concrete Curb and Gutter	\$ 20.00	\$ 900.00	\$ 10.00	\$ 450.00	\$ 24.58	\$ 1,106.10	\$ 15.00	\$ 675.00	\$ 10.00	\$ 450.00
6	500	SF	Remove Sidewalk	\$ 4.00	\$ 2,000.00	\$ 4.20	\$ 2,100.00	\$ 15.48	\$ 7,740.00	\$ 1.50	\$ 750.00	\$ 10.00	\$ 5,000.00
7	650	SF	Remove Concrete Pavement	\$ 6.00	\$ 3,900.00	\$ 8.00	\$ 5,200.00	\$ 18.08	\$ 11,752.00	\$ 1.50	\$ 975.00	\$ 10.00	\$ 6,500.00
8	40	SF	Remove Concrete Flume	\$ 5.00	\$ 200.00	\$ 10.00	\$ 400.00	\$ 19.38	\$ 775.20	\$ 2.00	\$ 80.00	\$ 10.00	\$ 400.00
9	1	LS	Remove Existing Headwall	\$ 650.00	\$ 650.00	\$ 2,500.00	\$ 2,500.00	\$ 13,325.00	\$ 13,325.00	\$ 4,200.00	\$ 4,200.00	\$ 3,000.00	\$ 3,000.00
10	750	VSF	Remove Bagwall	\$ 10.00	\$ 7,500.00	\$ 8.00	\$ 6,000.00	\$ 24.58	\$ 18,435.00	\$ 6.75	\$ 5,062.50	\$ 100.00	\$ 75,000.00
11	15	LF	Remove Existing Wood Retaining Wall	\$ 110.00	\$ 1,650.00	\$ 65.00	\$ 975.00	\$ 24.58	\$ 368.70	\$ 70.00	\$ 1,050.00	\$ 30.00	\$ 450.00
12	220	LF	Remove 48" RCP	\$ 55.00	\$ 12,100.00	\$ 50.00	\$ 11,000.00	\$ 70.08	\$ 15,417.60	\$ 100.00	\$ 22,000.00	\$ 40.00	\$ 8,800.00
13	15	LF	Remove 42" RCP	\$ 50.00	\$ 750.00	\$ 45.00	\$ 675.00	\$ 63.58	\$ 953.70	\$ 75.00	\$ 1,125.00	\$ 40.00	\$ 600.00
14	36	LF	Remove 18" RCP	\$ 40.00	\$ 1,440.00	\$ 30.00	\$ 1,080.00	\$ 44.08	\$ 1,586.88	\$ 50.00	\$ 1,800.00	\$ 30.00	\$ 1,080.00
15	1	EA	Remove, Salvage and Deliver Existing Fire Hydrant & Appurtenances	\$ 650.00	\$ 650.00	\$ 800.00	\$ 800.00	\$ 1,300.00	\$ 1,300.00	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00
16	1	EA	Install Fire Hydrant	\$ 5,500.00	\$ 5,500.00	\$ 4,200.00	\$ 4,200.00	\$ 7,150.00	\$ 7,150.00	\$ 7,500.00	\$ 7,500.00	\$ 4,500.00	\$ 4,500.00
17	30	LF	6" PVC Pipe, DR14 C900	\$ 210.00	\$ 6,300.00	\$ 55.00	\$ 1,650.00	\$ 52.00	\$ 1,560.00	\$ 150.00	\$ 4,500.00	\$ 100.00	\$ 3,000.00
18	0.1	TN	Ductile Iron Fittings	\$ 12,000.00	\$ 1,200.00	\$ 2,100.00	\$ 210.00	\$ 9,750.00	\$ 975.00	\$ 10,000.00	\$ 1,000.00	\$ 4,000.00	\$ 400.00
19	230	SF	Type II Asphalt Trench Repair (6" Reinforced Conc. / Type D HMAC	\$ 22.00	\$ 5,060.00	\$ 12.00	\$ 2,760.00	\$ 13.00	\$ 2,990.00	\$ 12.45	\$ 2,863.50	\$ 15.00	\$ 3,450.00
20	3	EA	24"-36" Tree Removal	\$ 2,600.00	\$ 7,800.00	\$ 6,650.00	\$ 19,950.00	\$ 3,250.00	\$ 9,750.00	\$ 4,800.00	\$ 14,400.00	\$ 15,000.00	\$ 45,000.00
21	30	LF	6' x 6' RCB	\$ 750.00	\$ 22,500.00	\$ 1,265.00	\$ 37,950.00	\$ 1,571.58	\$ 47,147.40	\$ 2,330.00	\$ 69,900.00	\$ 1,500.00	\$ 45,000.00
22	205	LF	54" RCP, Class III	\$ 350.00	\$ 71,750.00	\$ 550.00	\$ 112,750.00	\$ 791.58	\$ 162,273.90	\$ 1,758.00	\$ 360,390.00	\$ 1,800.00	\$ 369,000.00
23	12	LF	42" RCP, Class III	\$ 210.00	\$ 2,520.00	\$ 300.00	\$ 3,600.00	\$ 531.58	\$ 6,378.96	\$ 450.00	\$ 5,400.00	\$ 1,700.00	\$ 20,400.00
24	12	LF	24" RCP, Class III	\$ 140.00	\$ 1,680.00	\$ 125.00	\$ 1,500.00	\$ 151.98	\$ 1,823.76	\$ 250.00	\$ 3,000.00	\$ 1,000.00	\$ 12,000.00
25	45	LF	21" RCP, Class III	\$ 130.00	\$ 5,850.00	\$ 114.00	\$ 5,130.00	\$ 135.08	\$ 6,078.60	\$ 231.00	\$ 10,395.00	\$ 115.00	\$ 5,175.00
26	304	LF	Trench Safety Implementation	\$ 2.00	\$ 608.00	\$ 50.00	\$ 15,200.00	\$ 13.00	\$ 3,952.00	\$ 10.00	\$ 3,040.00	\$ 1.00	\$ 304.00
27	1	LS	Trench Safety Design	\$ 950.00	\$ 950.00	\$ 2,000.00	\$ 2,000.00	\$ 3,250.00	\$ 3,250.00	\$ 1,000.00	\$ 1,000.00	\$ 900.00	\$ 900.00
28	350	SY	Block Sodding (St. Augustine Sod)	\$ 12.00	\$ 4,200.00	\$ 16.00	\$ 5,600.00	\$ 10.40	\$ 3,640.00	\$ 9.00	\$ 3,150.00	\$ 40.00	\$ 14,000.00
29	167	SF	6" Asphalt Connection (Type D)	\$ 125.00	\$ 20,875.00	\$ 10.00	\$ 1,670.00	\$ 10.40	\$ 1,736.80	\$ 9.00	\$ 1,503.00	\$ 70.00	\$ 11,690.00
30	280	SY	6" Concrete Driveway	\$ 125.00	\$ 35,000.00	\$ 90.00	\$ 25,200.00	\$ 97.50	\$ 27,300.00	\$ 90.00	\$ 25,200.00	\$ 79.00	\$ 22,120.00
31	30	LF	30" Separate Concrete Curb and Gutter	\$ 95.00	\$ 2,850.00	\$ 30.00	\$ 900.00	\$ 32.50	\$ 975.00	\$ 75.00	\$ 2,250.00	\$ 60.00	\$ 1,800.00
32	110	LF	6" Integral Curb	\$ 75.00	\$ 8,250.00	\$ 40.00	\$ 4,400.00	\$ 23.40	\$ 2,574.00	\$ 5.00	\$ 550.00	\$ 77.00	\$ 8,470.00
33	315	SF	4" Concrete Sidewalk	\$ 15.00	\$ 4,725.00	\$ 7.00	\$ 2,205.00	\$ 7.80	\$ 2,457.00	\$ 8.00	\$ 2,520.00	\$ 15.00	\$ 4,725.00
34	650	SF	6" 4000 PSI Reinforced Concrete Pavement	\$ 22.00	\$ 14,300.00	\$ 12.00	\$ 7,800.00	\$ 9.75	\$ 6,337.50	\$ 10.00	\$ 6,500.00	\$ 16.00	\$ 10,400.00
35	400	SF	Concrete Flume	\$ 12.00	\$ 4,800.00	\$ 15.00	\$ 6,000.00	\$ 10.40	\$ 4,160.00	\$ 13.00	\$ 5,200.00	\$ 16.00	\$ 6,400.00
36	5	EA	Concrete Collar	\$ 900.00	\$ 4,500.00	\$ 800.00	\$ 4,000.00	\$ 1,950.00	\$ 9,750.00	\$ 3,000.00	\$ 15,000.00	\$ 3,000.00	\$ 15,000.00
37	1	EA	54" RCP to 6'x6' RCB Concrete Structure	\$ 15,200.00	\$ 15,200.00	\$ 2,200.00	\$ 2,200.00	\$ 24,635.00	\$ 24,635.00	\$ 8,650.00	\$ 8,650.00	\$ 1,500.00	\$ 1,500.00
38	1	EA	6-Foot Curb Inlet	\$ 6,500.00	\$ 6,500.00	\$ 4,200.00	\$ 4,200.00	\$ 7,800.00	\$ 7,800.00	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
39	1	EA	10-Foot Curb Inlet	\$ 8,500.00	\$ 8,500.00	\$ 5,500.00	\$ 5,500.00	\$ 11,050.00	\$ 11,050.00	\$ 5,000.00	\$ 5,000.00	\$ 7,700.00	\$ 7,700.00
40	2	EA	Barrier Free Ramp (TXDOT Type 2)	\$ 1,800.00	\$ 3,600.00	\$ 2,500.00	\$ 5,000.00	\$ 1,820.00	\$ 3,640.00	\$ 3,200.00	\$ 6,400.00	\$ 6,000.00	\$ 12,000.00
41	1	LS	Irrigation Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
42	1	LS	Erosion and Sediment Control	\$ 2,500.00	\$ 2,500.00	\$ 1,200.00	\$ 1,200.00	\$ 23,400.00	\$ 23,400.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00
43	2	EA	Concrete Curb Stops	\$ 650.00	\$ 1,300.00	\$ 250.00	\$ 500.00	\$ 195.00	\$ 390.00	\$ 60.00	\$ 120.00	\$ 500.00	\$ 1,000.00
44	8	EA	Concrete Energy Dissipators	\$ 200.00	\$ 1,600.00	\$ 95.00	\$ 760.00	\$ 455.00	\$ 3,640.00	\$ 300.00	\$ 2,400.00	\$ 600.00	\$ 4,800.00
45	1	EA	Project Sign	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 2,600.00	\$ 2,600.00	\$ 600.00	\$ 600.00	\$ 900.00	\$ 900.00
46	11	TN	2" Temporary Asphalt Patch (Type D)	\$ 450.00	\$ 4,950.00	\$ 150.00	\$ 1,650.00	\$ 279.50	\$ 3,074.50	\$ 200.00	\$ 2,200.00	\$ 110.00	\$ 1,210.00
47	30	CY	Sand Bag Check Dam	\$ 350.00	\$ 10,500.00	\$ 150.00	\$ 4,500.00	\$ 650.00	\$ 19,500.00	\$ 80.00	\$ 2,400.00	\$ 150.00	\$ 4,500.00
48	1.2	CY	Concrete Ramp in RCP	\$ 350.00	\$ 420.00	\$ 668.40	\$ 802.08	\$ 1,950.00	\$ 2,340.00	\$ 2,200.00	\$ 2,640.00	\$ 600.00	\$ 720.00
			BID TOTAL		\$ 352,328.00		\$ 362,154.15		\$ 593,809.00		\$ 678,949.00		\$ 785,144.00

RESOLUTION NO. 2020-028

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING AWARD OF BID #20-016, MEADOWCREEK DR. DRAINAGE IMPROVEMENTS, ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A", TO LA BANDA, LLC, THROUGH THE CITY'S COMPETITIVE BID PROCESS, WITH AN ESTIMATED EXPENDITURE AMOUNT OF \$283,106.00; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE APPROPRIATE DOCUMENTS; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville desires to continue its commitment to make improvements to the quality and capacity of the overall drainage utility infrastructure; and

WHEREAS, the City of Duncanville desires to enter into an agreement for the construction of drainage improvements along the drainage easement between 370 Meadowcreek Dr. and 418 Silver Creek Dr.; and

WHEREAS, the City of Duncanville has \$283,106.00 available in the Drainage Capital Improvements Program fund for the construction of said drainage improvements; and

WHEREAS, the City of Duncanville desires to use these funds for drainage improvements to benefit the citizens of Duncanville; and

WHEREAS, the City has obtained competitive bids under IFB #20-016 and La Banda, LLC, was the lowest responsive and responsible bid received in the amount of \$283,106.00.

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

SECTION 1. That the City Council of the City of Duncanville, Texas, hereby authorizes and awards Bid #20-016 for Drainage Improvements along the drainage easement between 370 Meadowcreek Dr. and 418 Silver Creek Dr., attached hereto and incorporated herein as Exhibit "A", to La Banda, LLC, through the City's competitive bid process, in an estimated expenditure amount of \$283,106.00.

SECTION 2. That 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. 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 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT "A"

OKLAHOMA SURETY COMPANY

P. O. Box 1409
TULSA, OKLAHOMA 74101

BID BOND

KNOW ALL MEN BY THESE PRESENTS: That We, LA Banda, LLC

523 Neomi Ave. Dallas, TX 75217

as Principal, and the **OKLAHOMA SURETY COMPANY**, a corporation organized and existing under the laws of the State of Ohio, and authorized

to do business in the State of Texas as Surety are held and firmly bound unto the

City of Duncanville

203 E. Wheatland Rd., Duncanville, TX 75116 as Obligor,

in the amount of Five Percent of Greatest Amount Bid (5% of G.A.B) DOLLARS,

lawful money of the United States of America, to the payment of which sum of money well and truly to be made, the said Principal and Surety bind themselves, and each of their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Obligor shall make an award to the principal for:

Drainage improvements on Meadow Creek Drive

Duncanville, TX

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and enter into a contract with the Obligor in accordance with the terms of said proposal or bid and award and shall give bond for the faithful performance thereof, with the **OKLAHOMA SURETY COMPANY** as Surety or with other Surety or Sureties approved by the Obligor; or if the Principal shall, in case of failure so to do, pay to the Obligor the damages which the Obligor may suffer by reason of such failure not exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

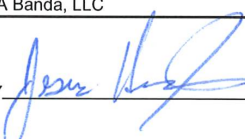
Signed, sealed and dated this 17th day of March, 2020.



Witness

LA Banda, LLC

Principal

BY 

(Seal)

OKLAHOMA SURETY COMPANY

BY 

Brent M. Blonigan

Attorney-in-fact

EXHIBIT "A"

OKLAHOMA SURETY COMPANY

1437 SOUTH BOULDER, SUITE 200 • TULSA, OKLAHOMA 74119 • 918-587-7221 • FAX 918-588-1253

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the **OKLAHOMA SURETY COMPANY**, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof. **Brent M. Blonigan, Rob Dreiling, Debbie Palmer and Kara Pierce, all of RICHARDSON, TX**

IN WITNESS WHEREOF, the **OKLAHOMA SURETY COMPANY** has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 12 day of November, 2019



ATTEST:

SHARON HACKL

Secretary

OKLAHOMA SURETY COMPANY

TODD BAZATA

VICE PRESIDENT

On this 12 day of November, 2019 before me personally appeared TODD BAZATA, to me known, being duly sworn, deposes and says that s/he resides in Broken Arrow, Oklahoma, that s/he is a Vice President of **Oklahoma Surety Company**, the company described in and which executed the above instrument; that s/he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of her/his office under the By-Laws of said Company, and that s/he signed his name thereto by like authority.

STATE OF OKLAHOMA }
COUNTY OF TULSA } SS

Commission # 11008253My Commission expires: 09-08-23

JULIE CALLAHAN

Notary Public

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of **Oklahoma Surety Company** by unanimous written consent dated September 25, 2009.

RESOLVED: That the President, the Executive Vice President, the several Senior Vice Presidents and Vice Presidents or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, SHARON HACKL, Secretary of **Oklahoma Surety Company**, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of September 25, 2009 have not been revoked and are now in full force and effect.

Signed and sealed this 14th day of March, 2020

SHARON HACKL

Secretary

Page 4 of 12

VOID IF BOX IS EMPTY

EXHIBIT "A"

**MID-CONTINENT CASUALTY COMPANY
OKLAHOMA SURETY COMPANY**

**STATE OF TEXAS
CLAIM NOTICE ENDORSEMENT**

In accordance with Section 2253.021 (f) of the Texas Government Code and Section 53.202(6) of the Texas Property Code, any notice of claim to the named surety under this bond(s) should be sent to:

Mailing: MID-CONTINENT CASUALTY COMPANY
OKLAHOMA SURETY COMPANY
P.O. BOX 1409
TULSA, OK 74101

TELEPHONE NO. 1-800-722-4994
FAX NO. 1-918-586-0840
E-MAIL: CLAIMS@MCG-INS.COM

Physical: 1437 S. BOULDER
SUITE 200
TULSA, OKLAHOMA 74119

**ATTACH THIS NOTICE TO YOUR BOND
UPON EXECUTION OF THE BOND**

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
1	1 LS	MOBILIZATION (5%)		
		<i>ten thousand</i>		
		DOLLARS AND <i>zero</i>	\$ <i>10,000⁰⁰</i>	\$ <i>10,000⁰⁰</i>
		CENTS PER LF		
2	1 LS	CLEARING AND GRUBBING		
		<i>five thousand</i>		
		DOLLARS AND <i>zero</i>	\$ <i>5000⁰⁰</i>	\$ <i>5,000⁰⁰</i>
		CENTS PER UNIT		
3	400 SF	REMOVE ASPHALT PAVEMENT		
		<i>two</i>		
		DOLLARS AND <i>zero</i>	\$ <i>2⁰⁰</i>	\$ <i>800⁰⁰</i>
		CENTS PER UNIT		
4	280 SY	REMOVE CONCRETE DRIVE		
		<i>forteen</i>		
		DOLLARS AND <i>zero</i>	\$ <i>14⁰⁰</i>	\$ <i>3,920⁰⁰</i>
		CENTS PER UNIT		
5	45 LF	REMOVE 30" SEPARATE CONCRETE CURB AND GUTTER		
		<i>five</i>		
		DOLLARS AND <i>zero</i>	\$ <i>5⁰⁰</i>	\$ <i>225⁰⁰</i>
		CENTS PER UNIT		
6	500 SF	REMOVE SIDEWALK		
		<i>two</i>		
		DOLLARS AND <i>zero</i>	\$ <i>2⁰⁰</i>	\$ <i>1,000⁰⁰</i>
		CENTS PER UNIT		
7	650 SF	REMOVE CONCRETE PAVEMENT		
		<i>three</i>		
		DOLLARS AND <i>zero</i>	\$ <i>3⁰⁰</i>	\$ <i>1,950⁰⁰</i>
		CENTS PER UNIT		
8	40 SF	REMOVE CONCRETE FLUME		
		<i>twenty</i>		
		DOLLARS AND <i>zero</i>	\$ <i>20⁰⁰</i>	\$ <i>800⁰⁰</i>
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
9	1 LS	REMOVE EXISTING HEADWALL		
		one thousand five hundred DOLLARS AND zero	\$ 1,500 ⁰⁰	\$ 1,500 ⁰⁰
		CENTS PER UNIT		
10	750 VSF	REMOVE BAG WALL		
		four DOLLARS AND zero	\$ 4 ⁰⁰	\$ 3,000 ⁰⁰
		CENTS PER UNIT		
11	15 LF	REMOVE EXISTING WOOD RETAINING WALL		
		fifty DOLLARS AND zero	\$ 50 ⁰⁰	\$ 750 ⁰⁰
		CENTS PER UNIT		
12	220 LF	REMOVE 48" RCP		
		twenty DOLLARS AND zero	\$ 20 ⁰⁰	\$ 4,400 ⁰⁰
		CENTS PER UNIT		
13	15 LF	REMOVE 42" RCP		
		twenty DOLLARS AND zero	\$ 20 ⁰⁰	\$ 300 ⁰⁰
		CENTS PER UNIT		
14	36 LF	REMOVE 18" RCP		
		twenty DOLLARS AND zero	\$ 20 ⁰⁰	\$ 720 ⁰⁰
		CENTS PER UNIT		
15	1 EA	REMOVE, SALVAGE AND DELIVER EXISTING FIRE HYDRANT & APPURTENANCES		
		two hundred fifty DOLLARS AND zero	\$ 250 ⁰⁰	\$ 250 ⁰⁰
		CENTS PER UNIT		
16	1 EA	INSTALL FIRE HYDRANT		
		five thousand DOLLARS AND zero	\$ 5,000 ⁰⁰	\$ 5,000 ⁰⁰
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
17	30 LF	6" PVC PIPE, DR14 C900		
		<i>seventy</i> DOLLARS AND		
		<i>zero</i>	\$ <i>70⁰⁰</i>	\$ <i>2,100⁰⁰</i>
		CENTS PER UNIT		
18	0.1 TN	DUCTILE IRON FITTINGS		
		<i>eight thousand</i> DOLLARS AND		
		<i>zero</i>	\$ <i>8,000⁰⁰</i>	\$ <i>800⁰⁰</i>
		CENTS PER UNIT		
19	230 SF	TYPE II ASPHALT TRENCH REPAIR (6" REINFORCED CONC./ 2" TYPE D HMAC)		
		<i>six</i> DOLLARS AND		
		<i>zero</i>	\$ <i>6⁰⁰</i>	\$ <i>1,380⁰⁰</i>
		CENTS PER UNIT		
20	3 EA	24"-36" TREE REMOVAL		
		<i>two thousand six hundred</i> DOLLARS AND		
		<i>zero</i>	\$ <i>2,600⁰⁰</i>	\$ <i>7,800⁰⁰</i>
		CENTS PER UNIT		
21	30 LF	6' X 6' RCB		
		<i>eight hundred</i> DOLLARS AND		
		<i>zero</i>	\$ <i>800⁰⁰</i>	\$ <i>24,000⁰⁰</i>
		CENTS PER UNIT		
22	205 LF	54" RCP, CLASS III		
		<i>five hundred</i> DOLLARS AND		
		<i>zero</i>	\$ <i>500⁰⁰</i>	\$ <i>102,500⁰⁰</i>
		CENTS PER UNIT		
23	12 LF	42" RCP, CLASS III		
		<i>four hundred</i> DOLLARS AND		
		<i>zero</i>	\$ <i>400⁰⁰</i>	\$ <i>4,800⁰⁰</i>
		CENTS PER UNIT		
24	12 LF	24" RCP, Class III		
		<i>two hundred</i> DOLLARS AND		
		<i>zero</i>	\$ <i>200⁰⁰</i>	\$ <i>2,400⁰⁰</i>
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
25	45 LF	21" RCP, CLASS III		
		<i>one hundred eighty</i>		
		DOLLARS AND <i>zero</i>	\$ <i>180⁰⁰</i>	\$ <i>8,100⁰⁰</i>
		CENTS PER UNIT		
26	304 LF	TRENCH SAFETY IMPLEMENTATION		
		<i>ten</i>		
		DOLLARS AND <i>zero</i>	\$ <i>10⁰⁰</i>	\$ <i>3,040⁰⁰</i>
		CENTS PER UNIT		
27	1 LS	TRENCH SAFETY DESIGN		
		<i>one thousand</i>		
		DOLLARS AND <i>zero</i>	\$ <i>1,000⁰⁰</i>	\$ <i>1,000⁰⁰</i>
		CENTS PER UNIT		
28	350 SY	BLOCK SODDING (ST. AUGUSTINE SOD)		
		<i>sixteen</i>		
		DOLLARS AND <i>zero</i>	\$ <i>16⁰⁰</i>	\$ <i>5,600⁰⁰</i>
		CENTS PER UNIT		
29	167 SF	6" ASPHALT CONNECTION (TYPE D)		
		<i>eight</i>		
		DOLLARS AND <i>zero</i>	\$ <i>8⁰⁰</i>	\$ <i>1,336⁰⁰</i>
		CENTS PER UNIT		
30	280 SY	6" CONCRETE DRIVEWAY		
		<i>seventy eight</i>		
		DOLLARS AND <i>zero</i>	\$ <i>78⁰⁰</i>	\$ <i>21,840⁰⁰</i>
		CENTS PER UNIT		
31	30 LF	30" SEPARATE CONCRETE CURB AND GUTTER		
		<i>sixty five</i>		
		DOLLARS AND <i>zero</i>	\$ <i>65⁰⁰</i>	\$ <i>1,950⁰⁰</i>
		CENTS PER UNIT		
32	110 LF	6" INTEGRAL CURB		
		<i>six</i>		
		DOLLARS AND <i>zero</i>	\$ <i>6⁰⁰</i>	\$ <i>660⁰⁰</i>
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
33	315 SF	4" CONCRETE SIDEWALK		
		<i>nine</i> DOLLARS AND <i>zero</i>	\$ <i>9.00</i>	\$ <i>2,835.00</i>
		CENTS PER UNIT		
34	650 SF	6" 4,000 PSI REINFORCED CONCRETE PAVEMENT		
		<i>fourteen</i> DOLLARS AND <i>zero</i>	\$ <i>14.00</i>	\$ <i>9,100.00</i>
		CENTS PER UNIT		
35	400 SF	CONCRETE FLUME		
		<i>twenty five</i> DOLLARS AND <i>zero</i>	\$ <i>25.00</i>	\$ <i>10,000.00</i>
		CENTS PER UNIT		
36	5 EA	CONCRETE COLLAR		
		<i>one thousand</i> DOLLARS AND <i>zero</i>	\$ <i>1,000.00</i>	\$ <i>5,000.00</i>
		CENTS PER UNIT		
37	1 EA	54" RCP TO 6'X6' RCB CONCRETE STRUCTURE		
		<i>three thousand</i> DOLLARS AND <i>zero</i>	\$ <i>3,000.00</i>	\$ <i>3,000.00</i>
		CENTS PER UNIT		
38	1 EA	6-FOOT CURB INLET		
		<i>four thousand</i> DOLLARS AND <i>zero</i>	\$ <i>4,000.00</i>	\$ <i>4,000.00</i>
		CENTS PER UNIT		
39	1 EA	10-FOOT CURB INLET		
		<i>five thousand five hundred</i> DOLLARS AND <i>zero</i>	\$ <i>5,500.00</i>	\$ <i>5,500.00</i>
		CENTS PER UNIT		
40	2 EA	BARRIER FREE RAMP (TXDOT TYPE 2)		
		<i>two thousand</i> DOLLARS AND <i>zero</i>	\$ <i>2,000.00</i>	\$ <i>4,000.00</i>
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT BID
BASE BID				
41	1 LS	IRRIGATION ALLOWANCE		
		Five Hundred		
		DOLLARS AND		
		Zero	\$ 500.00	\$ 500.00
		CENTS PER UNIT		
42	1 LS	EROSION AND SEDIMENT CONTROL		
		two thousand five hundred		
		DOLLARS AND		
		zero	\$ 2,500.00	\$ 2,500.00
		CENTS PER UNIT		
43	2 EA	CONCRETE CURB STOPS		
		five hundred		
		DOLLARS AND		
		zero	\$ 500.00	\$ 1,000.00
		CENTS PER UNIT		
44	8 EA	CONCRETE ENERGY DISSIPATORS		
		three hundred		
		DOLLARS AND		
		zero	\$ 300.00	\$ 2,400.00
		CENTS PER UNIT		
45	1 EA	PROJECT SIGN		
		seven hundred		
		DOLLARS AND		
		zero	\$ 700.00	\$ 700.00
		CENTS PER UNIT		
46	11 TN	2" TEMPORARY ASPHALT PATCH (TYPE D)		
		one hundred thirty		
		DOLLARS AND		
		zero	\$ 130.00	\$ 1,430.00
		CENTS PER UNIT		
47	30 CY	SAND BAG CHECK DAM		
		fifty		
		DOLLARS AND		
		zero	\$ 50.00	\$ 1,500.00
		CENTS PER UNIT		
48	1.2 CY	CONCRETE RAMP IN RCP		
		six hundred		
		DOLLARS AND		
		zero	\$ 600.00	\$ 720.00
		CENTS PER UNIT		

EXHIBIT "A"

MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

Project Total: \$283,106⁰⁰

Company Name: LA BANDA LLC

Address: 523 NGOMI AVE DALLAS, TX 75217

Authorized Contact (Print): JESSE HERNANDEZ

Signature: Jesse Hernandez

Telephone: 214-403-1645 Fax: _____

ATTACHMENT 5

SAM Search Results
List of records matching your search for :
Search Term : LA BANDA, LLC*
Record Status: Active

ENTITY	LA BANDA, LLC	Status: Active
DUNS: 098123319	+4:	CAGE Code: 870B0 DoDAAC:
Expiration Date: 06/05/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 523 NEOMI AVENUE		
City: DALLAS	State/Province: TEXAS	
ZIP Code: 75217-5132	Country: UNITED STATES	



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution authorizing award of Bid #20-027, Meadowcreek Dr. Bagwall Erosion Control to Knight Erosion Control, Inc through the City's competitive bid process, with an estimated expenditure amount of \$166,236.26.

FY 2019 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, P.E., Director of Public Works

BACKGROUND/HISTORY:

In December 2018, the resident at 370 Meadowcreek Dr. informed the Public Works Department about severe erosion occurring over-top the City drainage outfall into Stewart Branch Creek. Since then, the City's consultant firm, Dunaway & Associates, worked to design a solution addressing the associated issues.

When the existing drainage system serving Whispering Hills Addition was constructed in 1983, the design was prepared using a lower criterion of a 25-year storm event for calculating drainage than the current requirements of a 100-year storm event. Within the last decade, the City has experienced a higher frequency of significant rainfall events exceeding the capacity of this drainage system. These events have caused severe degradation of the system's downstream segment. Some of the items impacted include the outfall headwall, the drainage pipe, eroded soil above the pipe, the driveway, and the bag wall behind 370 Meadowcreek Dr (Attachment 2). These issues will be remedied under two contracts. One contract will replace the stormwater pipe, outfall headwall, and driveways. The other contract will replace the bagwall which will protect the other drainage improvements.

This contract will provide for the construction of the bag wall that will replace the existing bag wall. The proposed wall will be taller to achieve the desired slope between the driveway and top of the wall. The new wall will also be constructed on bedrock to provide a more solid footing. The project area is exhibited in Attachment 1, the existing site conditions are exhibited in Attachment 2.

Bag walls are constructed using woven bags made of a biodegradable material, filled with a sand and cement mixture, and stacked in layers using a running bond pattern. Layers are tied together using steel rebar between bags. Bag wall construction is advantageous in limited access areas like this project's location. Bag walls are not classified as freestanding walls but rather soil armor coating preventing creek bank erosion.

The Invitation to Bid IFB-20-027 was advertised in the Focus Daily News on August 14, 2020, and August 21, 2020. The bid request was also advertised through the bidding notification system for Public Purchase, Black Chamber of Commerce, Hispanic Chamber of Commerce, Regional Hispanic Contractors, Black Contractors Association, North Texas Regional Certification Agency, 684 Historically Utilized Business (HUB) vendors from the State of Texas Centralized Master List, were notified via email. The City received three completed bids prior to bid closing on September 8, 2020. Ortega Land Clearing, LLC a Certified MBE from Fort Worth, Texas, was the lowest bidder (Attachment 3); however, after reviewing references and prior jobs, it was determined Ortega Land Clearing, LLC does not possess the experience required for this project, Attachment 4 & 5 are memos explaining the disqualification. The second lowest base bid was submitted by Knight Erosion Control Inc, Inc from Arlington, Texas.

POLICY EXPLANATION:

The lowest responsive bid was from Ortega Land Clearing, LLC, from Fort Worth, Texas, in the amount of \$123,606.00. Staff has reviewed the bid, bidder qualifications, and references and does not recommend awarding to Ortega Land Clearing, LLC due to the lack of applicable experience. The next lowest responsive bid was from Knight Erosion Control, Inc. from Arlington, Texas, in the amount of \$166,236.26. Staff has reviewed the bid, bidder qualifications, and references and recommends awarding to Knight Erosion Control, Inc. as to lowest responsive and responsible bidder for this project. This project was bid in compliance with Texas municipal purchasing statutes.

FUNDING SOURCE:

\$166,236.26 is allocated in the FY21 Drainage Capital Improvements Projects budget for this project.

Contract Log #:

1433

RECOMMENDATION:

Staff recommends approval of a Resolution authorizing award of Bid #20-027, Meadowcreek Dr Bag Wall Erosion Control Improvements to Knight Erosion Control, Inc through the City's competitive bid process, with an estimated expenditure amount of \$166,236.26.

ATTACHMENTS:

[Attachment 1- Project Location Map](#)

[Attachment 2 - Existing Site Conditions](#)

[Attachment 3 - IFB 20-027 Bid Tab](#)

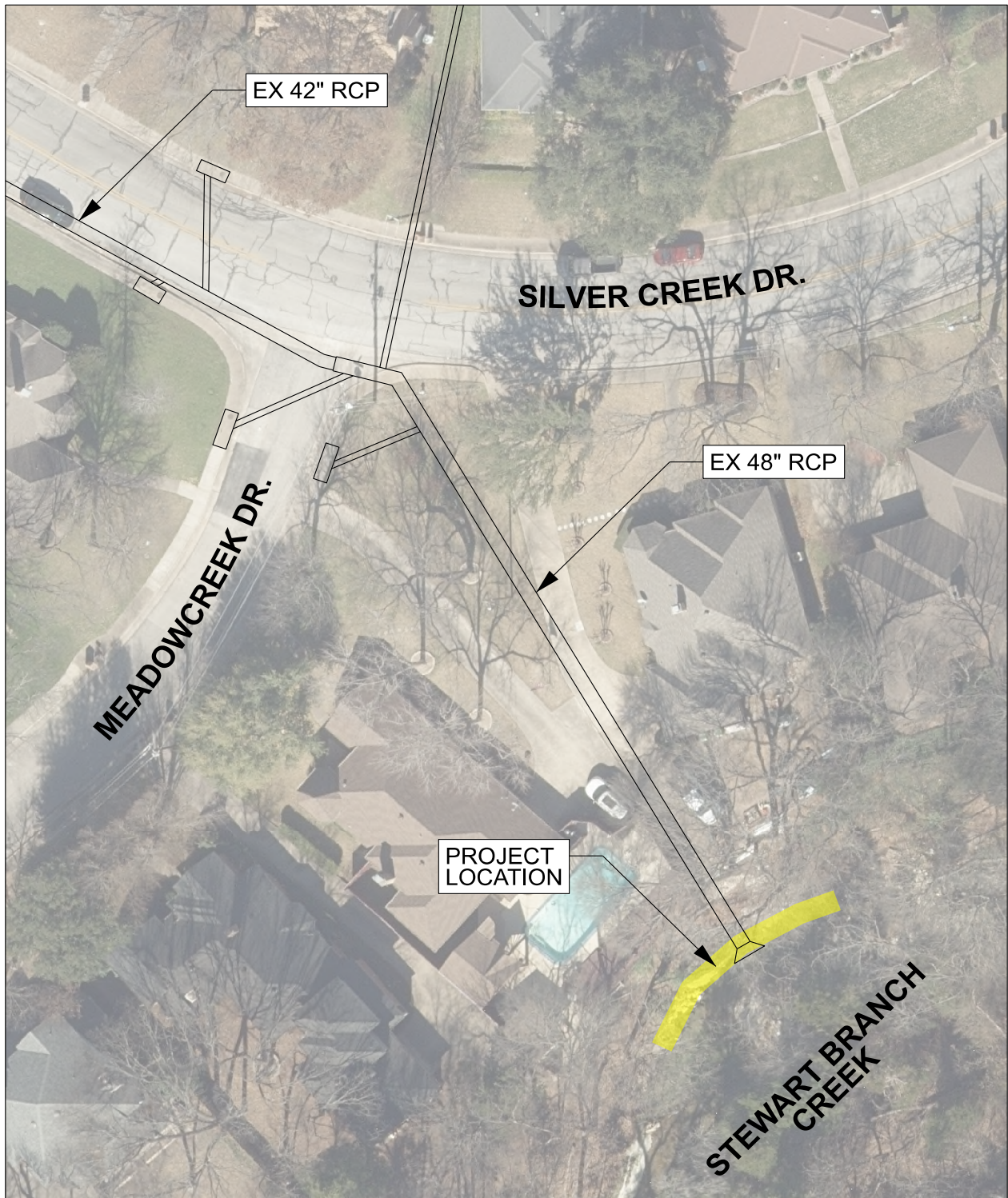
[Attachment 4 - Recommendation of Award from Purchasing](#)

[Attachment 5 - Summary of Disqualification](#)

[Attachment 6 - Resolution No. - 2020-029 - Meadowcreek Bag Wall Improvement - with Exhibit](#)

[Attachment 7 - SAMS -Knight Erosion Control Inc-2020](#)

ATTACHMENT 1 - PROJECT LOCATION MAP



MEADOWCREEK DR - BAGWALL IMPROVEMENTS
CITY OF DUNCANVILLE PUBLIC WORKS DEPARTMENT
AT STEWART BRANCH CREEK



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 2



ATTACHMENT 3

Owner: Project:	City of Duncanville, Dallas County, Texas MEADOWCREEK DRIVE EROSION CONTROL IMPROVEMENTS			Bidders Name & Address Ortega Land Clearing, LLC 3708 Stone Creek Pkwy Fort Worth, TX 76137 361-728-3151		Bidders Name & Address Knight Erosion Control, Inc PO Box 202541 Arlington, TX 76006-8541 817-640-4442		Bidders Name & Address McMahon Contracting, L.P. 3019 Roy Orr Blvd. Grand Prairie, TX 75050 972-263-6907	
	IFB NO. 20-027								
Bid Opens	September 8, 2020 @ 2:00 pm								
Item #	Est. Qty.	Unit	Description	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension	Unit Bid Price Materials	Total Bid Extension
			BAGWALL AT 370 MEADOW CREEK DR						
1	1	LS	Mobilization	\$ 5,000.00	\$ 5,000.00	\$ 8,311.46	\$ 8,311.46	\$ 14,374.50	\$ 14,374.50
2	1	LS	Dewatering	\$ 1,000.00	\$ 1,000.00	\$ 6,412.00	\$ 6,412.00	\$ 35,242.50	\$ 35,242.50
3	220	CY	Wall Footing Excavation	\$ 300.00	\$ 66,000.00	\$ 48.25	\$ 10,615.00	\$ 100.91	\$ 22,200.20
4	1220	SF	Installation of R-Rap Wall	\$ 42.30	\$ 51,606.00	\$ 115.49	\$ 140,897.80	\$ 200.17	\$ 244,207.40
			Bid Total		\$ 123,606.00		\$ 166,236.26		\$ 316,024.60

INDICATES MATH ERROR

ATTACHMENT 4

CITY OF DUNCANVILLE
INTER-OFFICE CORRESPONDENCE
Purchasing Department

To: John MacLean, Graduate Engineer
From: Sheila Baker - Purchasing Manager
Date: September 9, 2020
Subject: Recommendation for Award on Invitation to Bid IFB 20-0027- for Meadowcreek Erosion Control Improvements

On Monday, September 8, 2020, the Purchasing Division received three (3) completed bids in response to the subject IFB after the initial review, Ortega Land Clearing, LLC, was deemed the lowest responsive, responsible bidder, I have attached copies of the bid for evaluation.

Please review the submittal documents and provide comments as required for the recommended evaluation of this procurement.

Additionally, please return this form to me with your recommendation and/or rejection and disqualification summary no later than close of business, Wednesday, September 9, 2020. You may e-mail your reply to sbaker@duncanville.com or attach a copy to the requisition. Please retain submitted information for your record. Should you have any questions or comments, you may contact me by e-mail, or telephone at 972-780-5058.

☐ Yes, department concurs with award to vendor listed above _____
Specify Bidder Being Recommended

☒ No, department does not concur with award to vendor listed above. **A disqualification summary is attached.**



Signature

9-9-2020

Date

SHEILA,
I CONCUR WITH THE
RECOMMENDATION TO
DISQUALIFY ORTEGA DUE
TO LACK OF QUALIFIED
EXPERIENCE.


BRYAN G. RAMEY II, P.E.
DIRECTOR OF PUBLIC WORKS

ATTACHMENT 5



INTEROFFICE MEMORANDUM

TO: Sheila Baker, Purchasing Manager

FROM: John MacLean, Graduate Engineer *JM*

THRU: Bryan G. Ramey, II, P.E. *BGR*

DATE: September 9, 2020

SUBJECT: Disqualification of IFB 20-027 Meadowcreek Erosion Control Improvements
Low Bidder – Ortega Land Clearing, LLC

On Tuesday, September 8, 2020, sealed bids proposals were received and publicly opened and read aloud for the above referenced project. Three contractors chose to submit bids for the project. The low base bid was submitted by Ortega Land Clearing, LLC a Certified MBE from Fort Worth, Texas in the amount of \$123,606.00. The second lowest base bid was submitted by Knight Erosion Control, Inc from Arlington, Texas in the amount of \$166,236.26.

Public Works staff conducted a Contractor Bid Scope Review and Reference check for Ortega Land Clearing, LLC and deemed their related experience and previous projects were not related to the Scope of Work and Specifications for IFB-20-027 Meadowcreek Erosion Control Improvements.

The bag wall from bottom of the lowest to the top of the highest course of concrete bags is 19.3-feet tall and it will be built in an area difficult to access. Construction will be in conjunction with another contractor and, therefore, must be built in a timely manner to not cause delays for the other contractor. Ortega Land Clearing, LLC previously built 5-foot rock and grout retaining wall.

Staff is recommending that this contract not be awarded to the lowest bidder and that the contract be awarded to the second lowest bidder, Knight Erosion Control, Inc for \$166,263.26. Knight Erosion Control, Inc. referenced multiple projects that for bagwalls of similar scope constructed for other municipalities. Additionally, the City has previous experience with Knight Erosion Control, Inc. on previous bagwall projects.

RESOLUTION NO. 2020-029

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING AWARD OF BID #20-027, MEADOWCREEK DR. BAGWALL EROSION CONTROL, ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A", TO KNIGHT EROSION CONTROL, INC, IN THE AMOUNT NOT TO EXCEED \$166,236.26; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE APPROPRIATE DOCUMENTS; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville desires to continue its commitment to make improvements to the quality of the overall drainage infrastructure; and

WHEREAS, the City of Duncanville desires to enter into an agreement for the construction of bag wall erosion control along the stream bank within the drainage easement between 370 Meadowcreek Dr. and 418 Silver Creek Dr.; and

WHEREAS, the City of Duncanville has \$166,236.26 available in the Drainage Capital Improvements Program fund for the construction of said bag wall improvements; and

WHEREAS, the City of Duncanville desires to use these funds to benefit the citizens of Duncanville; and

WHEREAS, the City has obtained competitive bids under IFB #20-027 and Knight Erosion Control, Inc, was the winning responsible bid received in the amount of \$166,236.26.

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

SECTION 1. That the City Council of the City of Duncanville, Texas, hereby authorizes and awards Bid #20-027 for bag wall erosion program as provided in Exhibit "A" attached hereto and incorporated herein to Knight Erosion Control, Inc., in the amount not to exceed \$166,236.26.

SECTION 2. That 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. 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 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A
MERCHANTS
BONDING COMPANY™

MERCHANTS NATIONAL BONDING, INC. P.O. BOX 14498, DES MOINES, IOWA 50306-3498
 PHONE: (800) 678-8171 FAX: (515) 243-3854

BID BOND
PUBLIC WORK

Bond No. N/A

KNOW ALL PERSONS BY THESE PRESENTS:

That Knight Erosion Control Inc. DBA KEC Retaining Walls & Construction, Inc.

(hereinafter called the Principal) as Principal, and the Merchants National Bonding, Inc.

(hereinafter called Surety), as Surety, are held and firmly bound to _____
City of Duncanville

(hereinafter called the Obligor) in the full and just sum of (\$168,000)

One Hundred Sixty Eight Thousand Dollars and no cents Dollars

good and lawful money of the United States of America, to the payment of which sum of money well and truly to be made, the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed and dated this 3rd day of September, 2020.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Obligor shall make any award to the Principal for Meadowcreek Dr. Erosion Control wall improvements, City of Duncanville IFB No: 20-027

according to the terms of the proposal or bid made by the Principal therefore, and the Principal shall duly make and enter into a contract with the Obligor in accordance with the terms of said proposal or bid and award, and shall give bond for the faithful performance thereof with the Merchants National Bonding, Inc., as Surety, or with other Surety or Sureties approved by the Obligor; or if the Principal shall, in case of failure to do so, pay to the Obligor the damages which the Obligor may suffer by reason of such failure, not exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

IN TESTIMONY WHEREOF, the Principal and Surety have caused these presents to be duly signed and sealed.

Witness:

[Signature]

Knight Erosion Control Inc. DBA KEC Retaining Walls & Construction

Principal

By

Kathy Hergesell

Attest:

[Signature]

Merchants National Bonding, Inc.

By

June T Landa - Attorney-In-Fact

EXHIBIT A

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

June T Landa; Karen K Easter; Scott R Kirby

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 11th day of February, 2020.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 11th day of February, 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



POLLY MASON
Commission Number 750576
My Commission Expires
January 07, 2023

Polly Mason
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 3rd day of September, 2020.



William Warner Jr.
Secretary



EXHIBIT A

KNIGERO-02

JUNE

CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 9/3/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KHT Insurance 4521 S Hulen St., Suite 120 Fort Worth, TX 76109		CONTACT NAME: PHONE (A/C, No, Ext): (817) 336-2721 FAX (A/C, No): (817) 870-2520 E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: United Specialty Insurance Company	
		INSURER B: Mercury County Mutual Insurance	
		INSURER C: Texas Mutual Ins. Company	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED KEC Retaining Walls & Construction, Inc Carl Hergesell P O Box 202541 Arlington, TX 76006		NAIC # 12537 29394 22945	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PROJECT ☐ LOC ☒ OTHER: Loc Agg \$2,000,000/Policy Agg \$			ATN1915556	12/26/2019	12/26/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BA420000000301	12/26/2019	12/26/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			BTN1915962	12/26/2019	12/26/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ Agg \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	0001125508	12/31/2019	12/31/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Inland Marine Coverage - Schedule Contractors Equipment \$257,000, Leased or Rented Any One Item - \$200,000 limit with Travelers Lloyd Insurance Co.
 3/23/2020 - 3/23/2021

The General Liability & Auto Liability policies include a blanket automatic additional insured endorsement (provision) that provides additional insured status to any person or organization but only when there is a written contract or agreement with the named insured that requires such status.

The Auto Liability & Workers Compensation policies include a blanket automatic waiver of subrogation endorsement that provides this feature only when SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

 City of Duncanville
 PO Box 380280
 Duncanville, TX 75138

Page 5 of 10

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

EXHIBIT A

AGENCY CUSTOMER ID: KNIGERO-02

JUNE

LOC #: 1



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY KHT Insurance		NAMED INSURED KEC Retaining Walls & Construction, Inc Carl Hergesell P O Box 202541 Arlington, TX 76006	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
there is a written contract between the named insured that requires it.

The policies include an endorsement providing that 30 days' notice of cancellation will be furnished to the certificate holder upon request.

Umbrella to follow form of the General liability

Primary & Non-Contributory Wording Endorsement

Page 6 of 10

ACORD 101 (2008/01)

© 2008 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

EXHIBIT A
MEADOWCREEK DRIVE EROSION CONTROL WALL IMPROVEMENTS

TO
THE CITY OF DUNCANVILLE, TEXAS (OWNER)
FOR THE CONSTRUCTION OF
MEADOWCREEK DRIVE
EROSION CONTROL WALL IMPROVEMENTS
DUNCANVILLE, DALLAS COUNTY, TEXAS

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Contractors, Specifications, and the drawings therein referred to and has carefully examined the locations, conditions, and classes of materials of the proposed work, and agrees that he will provide all necessary labor, machinery, tools, apparatus, and other items incidental to construction, and will do all the work called for in the contract and specifications in the manner prescribed therein and according to the requirements of the Engineer and therein set forth.

It is understood that the following quantities of work to be done at unit prices are approximate only, and are intended principally to serve as a guide in evaluating bids. Payment for such items will be made on the basis of the actual quantity incorporated in the work.

It is further agreed that the quantities of work to be done at unit prices and material to be furnished may be increased or diminished as may be considered necessary, in the opinion of the Engineer, to complete the work fully as planned and contemplated, and that all quantities of work, whether increased or decreased are to be performed at the unit prices set forth below except as provided in the specifications. Any item necessary but not specifically listed will be considered incidental work to the various bid items shown and will not be paid for separately.

The undersigned agrees, upon written acceptance of this bid, mailed or otherwise, furnished within 90 calendar days after the date of opening of bids, he will, within 10 calendar days after receipt of the prescribed forms, execute the Standard Form of Agreement, and give performance, payment and maintenance bonds, on Standard Forms with good and sufficient surety.

Accompanying this proposal is a (certified or cashiers check payable to the Owner) (Bid Bond) in the amount of

One hundred and Sixty-six thousand two hundred and
thirty-six dollars and twenty-six cents (DOLLARS)

\$ 166,236.26

This bid security accompanying this proposal shall be returned to the bidder, unless in case of the acceptance of the proposal the bidder shall fail to execute a contract and file performance and payment bonds within ten (10) days after its acceptance, in which case the bid security shall become the property of the Owner, and shall be considered as payment for damages due to delay and other inconveniences suffered by the Owner on account of such failure of the bidder. It is understood that the Owner reserves the right to reject any and all bids.

It is further agreed that lump sum prices may be increased to cover additional work ordered by the Engineer, but not shown on the plans or required by the specifications, in accordance with the provisions of the

EXHIBIT A

MEADOWCREEK DRIVE EROSION CONTROL WALL IMPROVEMENTS

ITEM No.	APPROXIMATE QUANTITY	DESCRIPTION OF ITEMS WITH BID PRICES WRITTEN IN WORDS	UNIT PRICE	AMOUNT
BASE BID				
1	1 LS	MOBILIZATION (5%)/REMOBILIZATION <i>Eight thousand three hundred and eleven</i> DOLLARS AND <i>Forty-six</i> CENTS PER LF LS	\$ 8,311.46	\$ 8,311.46
2	1 LS	DEWATERING <i>Six Thousand and four hundred and twelve</i> DOLLARS AND <i>Zero Cents</i> CENTS PER UNIT	\$ 6,412.00	\$ 6,412.00
3	220 CY	WALL FOOTING EXCAVATION <i>Forty-eight dollars</i> DOLLARS AND <i>Twenty-five cents</i> CENTS PER UNIT	\$48.25	\$ 10,615.00
4	1220 SF	INSTALLATION OF R-RAP WALL <i>One hundred and fifteen dollars</i> DOLLARS AND <i>Forty nine cents</i> CENTS PER UNIT	\$ 115.49	\$ 140,897.80

Project Total: \$166,236.26

Company Name: Knight Erosion Control, Inc DBA KEC Retaining Walls & Construction, Inc.Address: PO Box 202541Authorized Contact (Print): Carl K. HergesellSignature: Carl K. HergesellTelephone: 817-640-4442 Fax: NA

EXHIBIT A
MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

REFERENCES

The bidder is **REQUIRED** to provide a minimum of 3 current references with the bid. References must be from clients (especially public agencies) the contractor has served in a similar capacity of services and or products specifically required within this bid, quote, offer, and or proposal within the last 24 months. Bids without total complete references (**ALL INFORMATION REQUIRED SUCH AS TELEPHONE NUMBER, ETC.**) may be considered incomplete and may disqualify your bid.

ORGANIZATION NAME: <u>City of Allen</u>		
ADDRESS: <u>305 Century Parkway</u>		
CITY: <u>Allen</u>	STATE: <u>Texas</u>	ZIP: <u>75013</u>
CONTACT: <u>Kevin Bates, PE</u>		PHONE: <u>214/509-4580</u>
DESCRIPTION OF PROJECT: <u>Hopewell Drive Project-RRap Wall Spillway totaling</u> <u>168 LF of RRap Wall 7 to 14 feet tall</u>		
Completed: <u>2/25/2019</u>		

ORGANIZATION NAME: <u>City of Richland Hills & Halff Associates</u>		
ADDRESS: <u>3200 Diana Dr.</u>		
CITY: <u>Richland Hills</u>	STATE: <u>Texas</u>	ZIP: <u>76118</u>
CONTACT: <u>David Burkett, PE</u>		PHONE: <u>817/764-7436</u>
DESCRIPTION OF PROJECT: <u>Demo existing failed concrete wall. Install 270LF of RRap</u> <u>Wall 4.5-7.25 feet high. Site located at 7015 & 7021 Hovenkamp Ave., Richland Hills</u>		
Completed: <u>10/30/2017</u>		

ORGANIZATION NAME: <u>Town of Flower Mound</u>		
ADDRESS: <u>2121 Cross Timbers Rd.</u>		
CITY: <u>Town of Flower Mound</u>	STATE: <u>Texas</u>	ZIP: <u>75028</u>
CONTACT: <u>Clay Riggs, PE</u>		PHONE: <u>972/874-9411</u>
DESCRIPTION OF PROJECT: <u>3100 River Hill Ct. 85LF of RRap Wall in the creek @ 13.5</u> <u>feet tall.</u>		
Completed: <u>4/26/2018</u>		

EXHIBIT A
MEADOWCREEK DRIVE DRAINAGE IMPROVEMENTS

REFERENCES

The bidder is **REQUIRED** to provide a minimum of 3 current references with the bid. References must be from clients (especially public agencies) the contractor has served in a similar capacity of services and or products specifically required within this bid, quote, offer, and or proposal within the last 24 months. Bids without total complete references (**ALL INFORMATION REQUIRED SUCH AS TELEPHONE NUMBER, ETC.**) may be considered incomplete and may disqualify your bid.

ORGANIZATION NAME: <u>City of Garland</u>	
ADDRESS: <u>800 Main Street</u>	
CITY: <u>Garland</u>	STATE: <u>Texas</u> ZIP: <u>75040</u>
CONTACT: <u>Donna Manhart, PE</u>	PHONE: <u>972/205-2847</u>
DESCRIPTION OF PROJECT: <u>Garland Siphon-Install 234LF of RRao Wall in Duck Creek @ 15.5 feet tall.</u>	
Completed: <u>5/5/2019</u>	

ORGANIZATION NAME: <u>City of White Settlement & James DeOtt Engineering, Inc.</u>	
ADDRESS: <u>214 Meadow Park Dr</u>	
CITY: <u>White Settlement</u>	STATE: <u>Texas</u> ZIP: <u>76108</u>
CONTACT: <u>Brain Darby, PE</u>	PHONE: <u>817/446-6877</u>
DESCRIPTION OF PROJECT: <u>Saddle Hills Park- Install 655 LF of RRap Wall @ 7.5 to 15 foot tall wall.</u>	
Completed: <u>12/3/2019</u>	

ORGANIZATION NAME: <u>Oncor Electric</u>	
ADDRESS: <u>115 W. 7th Street</u>	
CITY: <u>Fort Worth</u>	STATE: <u>Texas</u> ZIP: <u>76101</u>
CONTACT: <u>Brandon Campbell, PE</u>	PHONE: <u>817/215-6822</u>
DESCRIPTION OF PROJECT: <u>Village Creek Tap- Install 761 LF of RRap Wall x 7-22 feet high</u>	
Completed: <u>4/14/2020</u>	

ATTACHMENT 7

SAM Search Results
List of records matching your search for :
Search Term : Knight Erosion Control, Inc*
Record Status: Active

No Search Results



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution approving the terms and conditions of Amendment No. 3 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, 2020 through September 30, 2021, for a cost not to exceed \$58,856.00.

FY 2020 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 Duncanville 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 storm water discharges.

Execution of the amendment to the FY2021 HHW agreement will provide the City of Duncanville with household hazardous disposal services and enable the City to help satisfy FY2021 federal storm water 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 11232-11234 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.

Prior to March 2020, the program was on pace to meet FY2019's participation totals, however, due to the COVID-19 pandemic, the program's spring collection events were cancelled and the number of days that the collection center was open to the public was reduced from three to two. Drop-offs at the collection center fell by over 20% as a result. Since then, the center's numbers have increased with May being one of the program's busiest months ever. Drop-offs of hazardous waste materials by Duncanville residents at the collection has increased significantly from an average of 5 drop-offs per month prior to March 2020 to 11 drop-offs per month for the months April, May, and June.

Community collection event locations for the upcoming fiscal year will be determined at a later date.

POLICY EXPLANATION:

On September 5, 2017, a resolution was approved authorizing the City Manager to enter into 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 No. 1 renewed the City's participation in the program for FY2019 in the amount of \$66,346.00; Amendment No. 2 renewed our agreement for FY2020 in the amount of \$55,856.00. Amendment No. 3 will renew our agreement for the upcoming FY21 in the amount of \$55,856.00. For the upcoming FY21, a mini-household hazardous waste event will not be held. Therefore, the budget for the upcoming fiscal year will not change.

The Dallas County Commissioner's Court approved Amendment No. 3 to the Household Hazardous Waste Interlocal Agreement with participating cities for FY2021, including Duncanville, on August 4, 2020, by Dallas Commissioners Court Order 2020-0793. A copy of Amendment No. 3 to the Household Hazardous Waste Interlocal Agreement is attached to the Resolution for review purposes. The City is awaiting receipt from Dallas County of the Interlocal Agreement as executed by Dallas County.

FUNDING SOURCE:

Funding is allocated in the FY21 Solid Waste Budget for this expenditure.

Contract Log #:

1180R

RECOMMENDATION:

Staff recommends approval of a Resolution approving the terms and conditions of Amendment No. 3 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, from October 1, 2020 through September 30, 2021, for a cost not to exceed \$55,856.00.

ATTACHMENTS:

[Attachment 1 - Resolution No. 2019-076R - FY21 Household Hazardous Waste Agreement Amendment #3 - with Exhibit](#)

RESOLUTION NO. 2019-076R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AMENDMENT NO. 3 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, 2020 THROUGH SEPTEMBER 30, 2021, FOR A COST NOT TO EXCEED \$58,856.00; 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 2020-0793 establishing the HHW Network to coordinate the planning and implementation of a 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.

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. 3 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, 2020, through September 30, 2021, for a cost not to exceed \$58,856.00, 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 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



COURT ORDER 2020-0793

Proposed FY2021 Budget/Continuation of Household Hazardous Waste Program

On a motion made by Commissioner John Wiley Price, and seconded by Commissioner Dr. Elba Garcia, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: August 4, 2020

Be it resolved and ordered that the Dallas County Commissioners Court does hereby approve the continuation of the Household Hazardous Waste program, its FY2021 interlocal agreement with participating cities, and its proposed FY2021 budget of \$1,914,030 (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 FY2021 interlocal agreements on behalf of the County.

Done in open Court August 4, 2020 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



Dallas County Household Hazardous Waste

Planning and Development Department

Instructions for Executing the FY2021 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 C2021 with each original
3. **INSERT** your city's total FY2021 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 signs the amendment in the line on page 2 that begins "EXECUTED THIS the _____ 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 XI, "Signatory Warranty"
6. **PRINT** the name and title of the signatory agent underneath the signature line
7. **ATTACH** "Evidence in appropriate form 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 budget, 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, 75243
10. **PLEASE DO NOT** mail to any other county office

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

**AMENDMENT NO. 3
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, August 4, 2020, 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. 3, along with the attachment C2021, will serve to continue the Household Hazardous Waste Program through fiscal year 2020, while updating overall program budget amounts and individual city budget limits for the new fiscal year; and

WHEREAS, proposed Amendment No. 3 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. 3, 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, 2020, through September 30, 2021.

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

1. "A sum not to exceed _____ for disposal, setup, operational, capital, and transportation costs for HHW collection for residents of the City during the period from October 1, 2020 through September 30, 2021. This figure is based on the program's annual budget contained in **Exhibit C2021** 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 C2020 of the Agreement entitled *FY2020 HHW Program Budget Summary* shall be deleted and replaced with the attached Exhibit C2021 entitled *FY2021 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. 3 to the Agreement.

EXECUTED THIS _____ **day of** _____, 2020.

DALLAS COUNTY:

CITY OF DUNCANVILLE:

BY: Clay Lewis Jenkins
County Judge

BY:

APPROVED AS TO FORM:*
 John Cruezot
 District Attorney

ATTESTED TO:

BY: _____

APPROVED AS TO FORM:

BY: Lacey B. Lucas

BY: _____

* 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 C2021**FY2021 HHW PROGRAM BUDGET SUMMARY**

This exhibit summarizes the total program funding for FY2021 as approved by the Dallas Area Household Hazardous Waste Network at its regular meeting on June 3, 2020, 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	\$ 522,105
Operating Costs	\$ 209,925
Capital Expense	\$ 93,000
Sub-Total	\$ 825,030
ESTIMATED VARIABLE COSTS (COLLECTION / LABOR / DISPOSAL BUDGET)	\$ 1,089,000
TOTAL PROGRAM BUDGET	\$1,914,030



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution agreeing to engage TriStem to perform a contingency based audit of utility billings paid by the City of Duncanville and franchise fees paid and/or owed to the City by electric, gas, telephone, cable, tv/video, and waste providers; authorizing the Interim City Manager to execute the contract and addendum.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

Several years ago the City engaged TriStem to perform an audit of street light billing from Oncor which resulted in savings to the City for street lights that were being billed in error to the City of Duncanville. This contingency fee audit is for utility payments, electricity and gas, paid by the City of Duncanville and for franchise fees paid or owed to the City by electrical, gas, telephone, cable, tv/video, and waste providers.

POLICY EXPLANATION:

TriStem is offering a discount for the audit services to be performed on a contingency basis from the standard 40% of savings identified to 30% of savings identified thru the end of September 2020. The potential amount of payment cannot be determined as it is contingent on the City receiving any refunds for amounts paid in the past (30% of the refund to be remitted to TriStem) and any future savings as a result of correcting billing or fee calculations for 24 months going forward of 30% of the savings.

FUNDING SOURCE:

Refunds obtained or savings identified and realized.

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of a Resolution agreeing to engage TriStem to perform a contingency based audit of utility billings paid by the City of Duncanville and franchise fees paid and/or owed to the City by electric, gas, telephone, cable, tv/video, and waste providers; authorizing the Interim City Manager to execute the contract and addendum.

ATTACHMENTS:

[Attachment 1 - TriStem Proposal](#)

[TriStem Audit Resolution](#)

ATTACHMENT 1

AUDIT PROPOSAL

Utility Bill Audit

Franchise Tax Audit

September 4, 2020

PROPOSAL SUBMITTED TO:

City of Duncanville, TX

Richard Summerlin, CPA, CGFO
203 E Wheatland Rd
Duncanville, TX 75116
Phone: (972) 780-5005

PROPOSAL SUBMITTED BY:



Becca Kinerd

635 N. Robinson Dr. STE G
Robinson, TX 76706
(800) 234-7937
www.tristem.com
becca.kinerd@tristem.com

ATTACHMENT 1



September 4, 2020

Richard Summerlin, CPA, CGFO
City of Duncanville, TX
203 E Wheatland Rd
Duncanville, TX 75116

Dear Mr. Summerlin,

TriStem, Ltd. is pleased to submit the enclosed proposal to meet the needs of City of Duncanville's request for a Utility Bill Audit and Franchise Tax Audit. TriStem agrees, if awarded, to perform a complete historical audit of your utility bills and franchise tax remittances. TriStem will identify any misallocations and/or reporting errors to determine if past and current remittances within the county have been accurately paid and will recover any funds due as a result of inaccurate payments.

TriStem commits to ensuring that all payments are appropriately paid and error free. TriStem will be the company's representative, preparing and submitting all necessary claims for the recovery of any payments due with minimal support from the company's staff. TriStem will document and report all findings to City of Duncanville. TriStem possesses the qualifications to provide the proposed services and will agree to work under the compensation terms and conditions established between TriStem and City of Duncanville.

TriStem is the nation's premier auditing firm. Established in 1979, TriStem is a Texas-based firm with past clients in all 50 states, Canada and Puerto Rico. Auditing for municipalities is our core business; it is what we do. TriStem's exceptional personnel possess extensive knowledge of sales and use tax operations, rates, regulatory statutes and payment practices. Our auditors use their expertise along with our proprietary software and analysis techniques developed over 40 years of performing audits; to uncover and isolate errors. Our team is equipped to fully explain, document and negotiate to recover the maximum payments due to our clients.

For 40 years, TriStem has been and will continue to be respectful of each of its clients' ongoing business relationships and understands these relationships must be preserved. TriStem is committed to the highest level of professionalism and integrity while conducting its audits and representing its clients. We hope to have the opportunity to demonstrate this to the City of Duncanville.

Thank you for your consideration,

Becca Kinerd
Account Executive
TriStem, Ltd.

ATTACHMENT 1

TABLE OF CONTENTS

Intro.....	2
Cost Proposal.....	4
Technical Proposal.....	5
Utility Bill Audit.....	5
Franchise Tax Audit.....	11
Qualifications & Experience.....	17
Customer References.....	18
Attachments.....	20

ATTACHMENT 1

COST PROPOSAL

TriStem proposes to perform the work outlined in this proposal for a contingent fee of 30% of refunds and 30% of future savings (bill reductions) obtained for 24 months by the City of Duncanville as a result of the audit. Our fee is not due until City of Duncanville receives refunds and/or billing reductions from utility vendor(s).

Refunds: 30%

24 Month Future Savings: 30%

Our services are ***risk free*** as we do not charge you unless recoveries are found. Our fee is never due until City of Duncanville receives payment.

ATTACHMENT 1

TECHNICAL PROPOSAL

Scope of Work and Services – Utility Bill Audit

TriStem proposes to provide the following audit services to City of Duncanville:

- a. Electric
- b. Natural Gas

The services that TriStem proposes to provide City of Duncanville:

TriStem will complete an audit and a study of prior billing of electric and natural gas bills which will include City of Duncanville's facilities, guard lights, and metering equipment.

TriStem will determine if the invoiced amounts paid by City of Duncanville to the utility company correspond to the appropriate billing rates for such usage. This is to include whether the rates charged were proper and if those rates were the most advantageous rates available to City of Duncanville for such usage.

TriStem will provide a report to City of Duncanville that delineates the following:

- o error type and magnitude
- o inventory of meters & light poles surveyed
- o the frequency of the common utility bill errors found
 - metering at wrong rate
 - usage of wrong meter type
 - miscalculations on the utility bills
 - double billing
 - incorrect meter reads

TriStem agrees to inform City of Duncanville of any opportunities for future savings in billing and usage that TriStem uncovers while conducting the billing audit. We will request bill correction measures to reduce future utility costs.

TriStem, if awarded, intends to seek refunds for any past over-billings that are discovered during the utility bill audit that City of Duncanville paid to its utility providers.

ATTACHMENT 1

TriStem will conduct a field analysis of the guard lights billed to City of Duncanville. Upon completing the field investigation, TriStem will compare the field findings to the bill in search of anomalies and billing errors. We will also perform field audits for any meters requiring additional investigation.

TriStem agrees to provide a plan for how City of Duncanville is to position itself to ensure future overpayments are minimized by providing a solution to City of Duncanville in a final audit report. The final audit report will include a comparison of how City of Duncanville's costs for various services compare to other comparable entities.

Project Schedule

TriStem will audit your accounts for "anything and everything" that can go wrong, and then take the necessary measures to correct those errors. We do not predict what we might find. However, there are some basic procedures that TriStem follows. In brief, TriStem will review your bills and obtain the necessary information to perform the audit. We will locate and document overcharges and other billing errors, as well as potential rate adjustments.

TriStem will work directly with the utility companies to obtain the proper remedy for all documented overcharges. Our job is not done until you have received all applicable refunds. For any particular billing error, a claim for recovery will be filed as soon as that overcharge can be documented. Throughout the audit process, TriStem will communicate with the client to keep them up to date on what errors are found, and what steps TriStem is taking to resolve the errors. *This includes periodic reports (via emails, letters, and/or phone) and frequent communication as needed.*

What is required from our Client?

TriStem will ask the Client to send some basic data. This includes a copy of one months' bill for each account*, the appropriate letters of authorization, and a few other pieces of information required to begin analyzing your utility accounts. Of course, we will have some questions along the way and may need additional documents and information on a case-by-case basis, but the initial data will get the project off to a great start. A checklist of data required is included in enclosed attachments.

*If bills are available through the provider's website, TriStem can obtain online with a login provided by the Client.

ATTACHMENT 1

Work Plan Outline

TriStem will review amounts paid for the client's past utility bills. This will include bills paid for electricity (metered accounts, as well as any unmetered accounts for security lighting, and guard lights) and natural gas.

TriStem understands that each client wants their audit to move along quickly. Our fee structure motivates TriStem to share this goal. TriStem's approach will execute the job in stages. The audit will begin once we receive the data required to perform the work. The timeline is dependent upon not only the carrier, but the complexity of the error discovered, and the dollar value of the claim.

Following is a detailed summary of the various stages of TriStem's audit process, including estimated timeframes:

1. **Data Collection** - Obtain necessary documents and information from client.

- -Estimated timeframe: 30 days from award of contract.

2. **Initial Review** - Perform brief review of all bills to spot any obvious errors and contact utility provider to facilitate correction and refund.

- -Estimated timeframe: 1 day – 2 weeks after TriStem receives all the necessary data from the Client.

3. **Data Entry** - Enter billing and meter data for each account into TriStem's proprietary software to create a database of all utility accounts.

- -Estimated timeframe: 1 day – 2 weeks after TriStem receives all the necessary data from the Client.

4. **Acquisition of Documents from Utility Providers** - Obtain copies of rates and tariffs (if not already on file) and request historical billing and usage data from utility providers. This will take place concurrently with the Data Entry stage. Average time to receive data from utility providers can range from 2 weeks, to 90 days or longer.

- -Estimated timeframe: can vary greatly; this is the stage that depends completely on the responsiveness of the utility providers.

ATTACHMENT 1

5. **In-Depth Analysis** – Comprehensive audit of all documents provided by the Client and utility providers. This will include:

- a. Review of database and TriStem’s proprietary audit formulas for any “red flag” accounts
 - b. Analysis of historical documents for additional “red flag” accounts
 - c. Analysis of rates, tariffs, and service agreements to identify any potential rate errors, rate savings, agreement violations, etc.
- -Estimated timeframe: 1-30 days from the time that all necessary data is received from the utility providers.

6. **Acquisition of Supplemental Information** - Consult with Client and/or utility providers regarding any accounts where verification of service characteristics is needed in order to determine billing accuracy and cost savings possibilities.

- -Estimated timeframe: this will be done at various points within the In-Depth Analysis stage, as questions arise. Time to completion is dependent upon responsiveness of Client and utility providers.

7. **Refund Claims/Recovery and Cost-Savings Measures** - Submit refund claims (with backup documentation) and communicate with utility providers to accomplish correction and refund of verified account errors. Submit requests to utility providers for Client-approved account changes to reduce future expense. After we have confirmed that the Client has received a refund check or a billing credit for any particular claim, TriStem will submit an invoice to the Client for our fee. Invoices will always include backup documentation to verify what we are billing for.

- -Estimated timeframe: Claims will be filed at various points throughout the audit process, as errors are confirmed and documented. Timeframe for issuance of refunds and billing changes is dependent upon responsiveness of utility providers, and the complexity and dollar value of the claim. Small claims are typically resolved without undue delay. Refunds will be received within 30 – 180 days but *can be substantially longer for larger claims*.

NOTE: As soon as we can prove an overcharge, claims will be filed. Claims may be filed at any stage. For many audits, claims are filed early in the audit process for errors verified during the Initial Review, and then additional claims are submitted later. In other cases, the entire refund is secured at the end of the process. The date that a claim for refund is filed is dependent upon what we find in your bills. In each case, our clients receive copies of all claims. TriStem will take the lead

ATTACHMENT 1

role in the recovery stage. We will stay on the job until the proper recovery has been obtained. The client may be involved to the degree it chooses.

8. Field Work - For accounts requiring on-site inspection to determine billing/metering accuracy, TriStem will make arrangements with the Client to perform field work to view meters, transformers, outdoor lighting facilities, and any other equipment or facilities whose operational characteristics play a role in the monthly energy consumption.

- -Estimated timeframe: 30 – 90 days after completion of In-Depth Analysis.

9. Additional Claims (if needed) - Submit claims to utility providers for any additional accounts where field work results in confirmation of billing and/or metering errors.

- -Estimated timeframe: See timeframe for Refund Claims/Recovery Stage.

10. Final Report - After the audit is complete, all account errors have been corrected, and all refunds issued, TriStem will submit a final report to the Client to summarize work performed including a detailed listing of each error corrected, refund received, rate change or other cost savings measures taken, and an estimate of the annual dollar amount that the Client will save as a result of our work.

- -Estimated timeframe: 30 – 60 days after resolution of all claims.

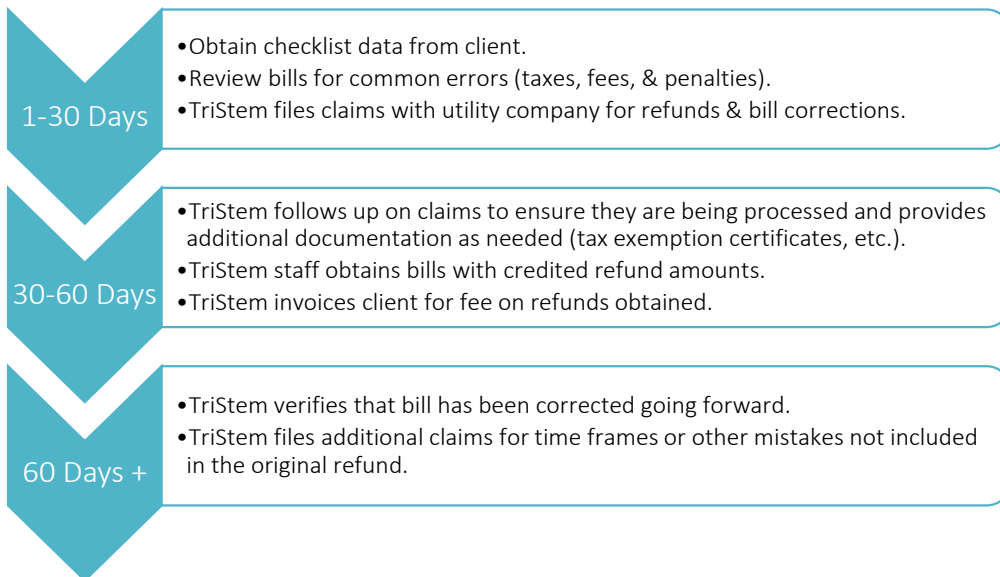
TriStem has completed hundreds of similar projects. In the past 40 years, this is what we have learned; each audit is different. We cannot predict what we will find, or how the audit will unfold, until we start investigating the records. The key players here are your utility companies. Often, they delay the process at every stage.

The actual time for an in-depth audit like the ones we perform depends on many factors including the number of accounts, the need for field work, and the complexity of the errors we may find. A general timeline is approximately 12-18 months.

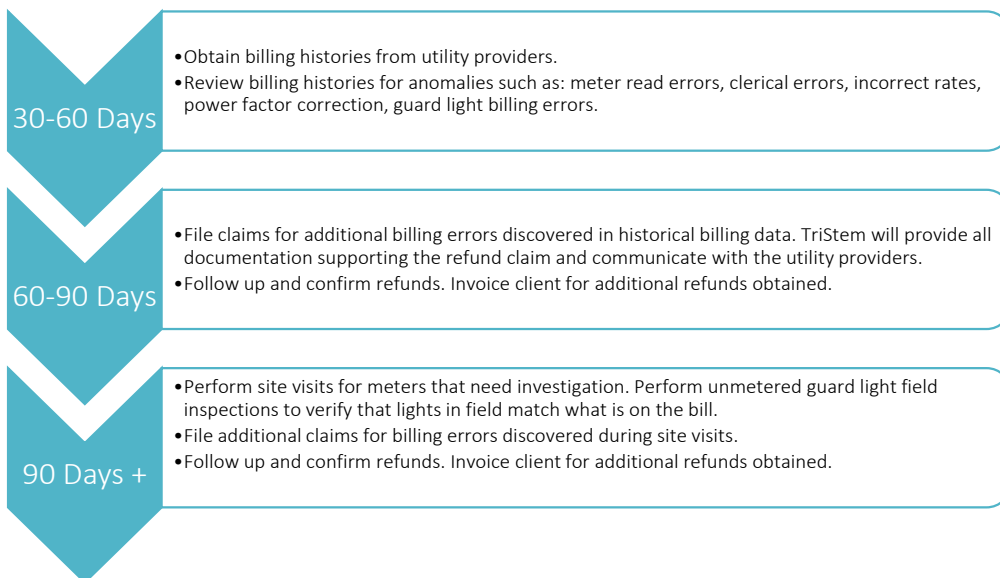
Energy Procurement - Energy procurement will occur concurrently with the utility bill audit. Once we receive the billing data from the client and historical data from the utility providers, we will be able to obtain competitive rates on accounts in deregulated areas. Once rates are obtained, a detailed report containing bids from each utility provider will be provided to the client for review. Our energy procurement consultant will meet with the client to develop a plan for energy procurement moving forward.

ATTACHMENT 1

Utility Bill Audit (Initial Review)



Utility Bill Audit Timeline (In-Depth Review)



ATTACHMENT 1

SCOPE OF WORK AND SERVICES – FRANCHISE TAX AUDIT

TriStem proposes to provide the following audit services to the City of Duncanville:

- c. Electric Franchise
- d. Gas Franchise
- e. Telecomm Franchise – Phone, Cable, & TV/Video

The services that TriStem proposes to provide:

- b. TriStem will complete an audit and a study of prior payments of electric, gas, and telecom franchise fees to the City of Duncanville.
- c. TriStem will collect data from each franchise including but not limited to: methodology of franchise fee calculations, back-up data supporting franchise fee calculations, list of addresses or customers included in the franchise fee calculations with usage and revenue information for each customer.
- d. TriStem will collect data from City of Duncanville including, but not limited to: past franchise fee payment data, city franchise fee ordinances, city limit maps, historical city annexation ordinances.
- e. TriStem will determine if all amounts paid to the City of Duncanville by the franchisee correspond to the appropriate ordinances, state laws, rules, and rates.
- f. TriStem, if awarded, intends to seek refunds for any past missed or shorted payments that are discovered during the franchise fee audit that the City of Duncanville received from its franchisees.
- g. TriStem will provide all working papers related to the audit to the City of Duncanville upon request.
- h. TriStem agrees to provide a plan for how the City of Duncanville is to position itself to ensure future payment are correct by providing a solution to the City of Duncanville in a final audit report.
- i. TriStem will provide in a comprehensive final audit report a comparison of the City of Duncanville franchise fee audit as required by the agency's professional standards.

ATTACHMENT 1

- j. All services will be provided by TriStem with no outside contractors used. The audit will performed in-house at our corporate office in Robinson, TX. TriStem is available make a site visit to retrieve historical data from City of Duncanville if necessary.

Project Schedule

At TriStem, we never prejudge a project. TriStem will audit your accounts for “anything and everything” that can go wrong, and then take the necessary measures to correct those errors. We do not predict what we might find. However, there are some basic procedures that TriStem follows. In brief, TriStem will review your franchise fee payments and obtain the necessary information to perform the audit. We will locate and document underpayments and other possible calculation errors, as well as potential rate miscalculations.

TriStem will work directly with the utility companies to obtain the proper remedy for all documented underpayments. Our job is not done until you have received all applicable refunds. For any particular error, a claim for recovery will be filed as soon as that overcharge can be documented. Throughout the audit process, TriStem will communicate with the client to keep them up-to-date on what errors are found, and what steps TriStem is taking to resolve the errors. *This includes periodic reports (via emails, letters, and/or phone) and frequent communication as needed.*

Work Plan Outline

Core Objectives of a TriStem Franchise Fee Audit

A franchise fee audit can be an asset to any municipality that collects franchise fees. TriStem strives to accomplish the following objectives for each of its clients during a franchise fee audit:

- Save your organization’s valuable time by conducting a comprehensive audit on your behalf.
- Add your organization’s bottom line by securing funds owed by utility providers for prior franchise fee tax periods.
- Enhance future revenue – correction of utility’s prior errors results in increased franchise fee tax payments to you in the future.
- Educate your organization on utility practices and regulations applicable to your specific region, providing your staff with knowledge to prevent future utility errors after our audit has been completed.

TriStem values the importance of customer service and will tailor our franchise fee audit to address specific concerns or needs of each client.

TriStem will conduct a thorough investigation of utility franchise agreements by:

ATTACHMENT 1

- Reviewing service locations to ensure all franchise fee tax addresses are accounted for.
- Recovering underpayments for prior periods, up to the maximum period allowed by state law.
- Ensuring franchisees correct algorithms for future franchise fee tax disbursements.

Our franchise fee audit staff has been trained by a CGFO with a complete understanding of the needs of elected officials and City staff, having served in the government sector for over 20 years including positions as Finance Director and Mayor.

Franchise Fee Audit Process

1. The local ordinance and state laws will be reviewed to ensure we understand the algorithms for each type of franchise fee.
2. While reviewing these documents, the City will be asked to provide:
 - Name and related information of City's contact person for each franchisee
 - Signed LOA
 - List of all IN City addresses (obtained from City's utility dept or County appraisal district)
3. Next we will send out LOA & Requests for Data to Franchisees including:
 - A detailed calculation on how each franchise provider calculates the tax.
 - A detailed list of customers used in the calculation (by the service address) for the years in question.
4. Upon Receipt of Requested Data:
 - Recalculate payments based on the state law and city ordinances to ensure that each franchisee's algorithm has been correctly applied.
 - Cross reference all addresses within the service zip code to ensure that "non-city" accounts are coded correctly.
5. After identifying list of addresses in question, we will coordinate with the franchisee on the calculation of accounts that were erroneously omitted. This will happen concurrently with correction any calculation errors.
6. Negotiate with franchisee on the amount due and coordinate payment to City.
7. City is paid for back franchise fees based on data corrections or formula areas, for the full period allowed by law.

Why Should the City Choose TriStem for a Franchise Fee Audit?

TriStem has been working as an advocate for commercial utility consumers across the U.S. for nearly 40 years – no other company can match our experience or expertise.

TriStem has completed successful franchise tax audits for other municipal consumers, including: City of Nacogdoches, City of Harker Heights, City of Glenn Heights, City of Comanche, City of Breckenridge, City of Killeen, and City of Copperas Cove.

TriStem understands that each client wants their audit to move along quickly. Our fee structure motivates TriStem to share this goal. TriStem's approach will execute the job in stages. The audit will begin once we receive the data required to perform the work. The timeline is

ATTACHMENT 1

dependent upon not only the carrier, but the complexity of the error discovered, and the dollar value of the claim.

Following is a detailed summary of the various stages of TriStem's audit process, including estimated timeframes:

1. **Data Collection** - Obtain necessary documents and information from client.

- Estimated timeframe: 30 days from award of contract.

2. **Initial Review** - Perform brief review of initial data to spot any obvious errors and contact utility provider to facilitate correction and refund.

- Estimated timeframe: 1 day – 2 weeks after TriStem receives all of the necessary data from the Client.

3. **Data Entry** - Enter data for each account into TriStem's proprietary software to create a database of all utility accounts.

- Estimated timeframe: 30 - 60 days after initial review

4. **Acquisition of Documents from Utility Providers** - Obtain copies of ordinances, addresses, and methodology of calculations, and back-up data from utility providers. This will take place concurrently with the Data Entry stage. Average time to receive data from utility providers can range from 2 weeks, to 90 days or longer.

- Estimated timeframe: can vary greatly; this is the stage that depends completely on the responsiveness of the utility providers.

5. **In-Depth Analysis** – Comprehensive audit of all documents provided by the Client and utility providers. This will include:

- Review and comparison of address databases in search of addresses coded incorrectly
 - Analysis of historical documents for additional “red flag” issues
 - Analysis of rates, revenue calculations, and payment calculations to ensure accuracy according to applicable laws.
- Estimated timeframe: 1-30 days from the time that all necessary data is received from the utility providers.

6. **Acquisition of Supplemental Information** - Consult with Client and/or utility providers regarding any accounts where verification of payment or revenue characteristics is needed in order to determine accuracy and cost savings measures.

- Estimated timeframe: this will be done at various points within the In-Depth Analysis stage, as questions arise. Time to completion is dependent upon responsiveness of Client and utility providers.

ATTACHMENT 1

7. Refund Claims/Recovery and Cost-Savings Measures - Submit claims (with backup documentation) and communicate with utility providers to accomplish correction and refund of verified account errors. Submit requests to utility providers for Client-approved account changes to reduce future expense. After we have confirmed that the Client has received a refund check or a reimbursement for a particular claim, TriStem will submit an invoice to the Client for our fee. Invoices will always include backup documentation to verify what we are billing for.

- -Estimated timeframe: claims will be filed at various points throughout the audit process, as errors are confirmed and documented. Timeframe for issuance of refunds and billing changes is dependent upon responsiveness of utility providers, and the complexity and dollar value of the claim. Small claims are typically resolved without undue delay. Normally ranges from 30 – 180 days but *can be substantially longer for larger claims*.

NOTE: As soon as we can prove an overcharge, claims will be filed. Claims may be filed at any stage. For many audits, claims are filed early in the audit process for errors verified during the Initial Review, and then additional claims are submitted later. In other cases, the entire refund is secured at the end of the process. The date that a claim for refund is filed is dependent upon what we find in your bills. In each case, our clients receive copies of all claims. TriStem will take the lead role in the recovery stage. We will stay on the job until the proper recovery has been obtained. The client may be involved to the degree it chooses.

8. Final Report - After the audit is complete, all account errors have been corrected, and all refunds issued, TriStem will submit a final report to the Client to summarize work performed including a detailed listing of each error corrected, refund received, rate change or other cost savings measures taken, and an estimate of the annual dollar amount that the Client will save as a result of our work.

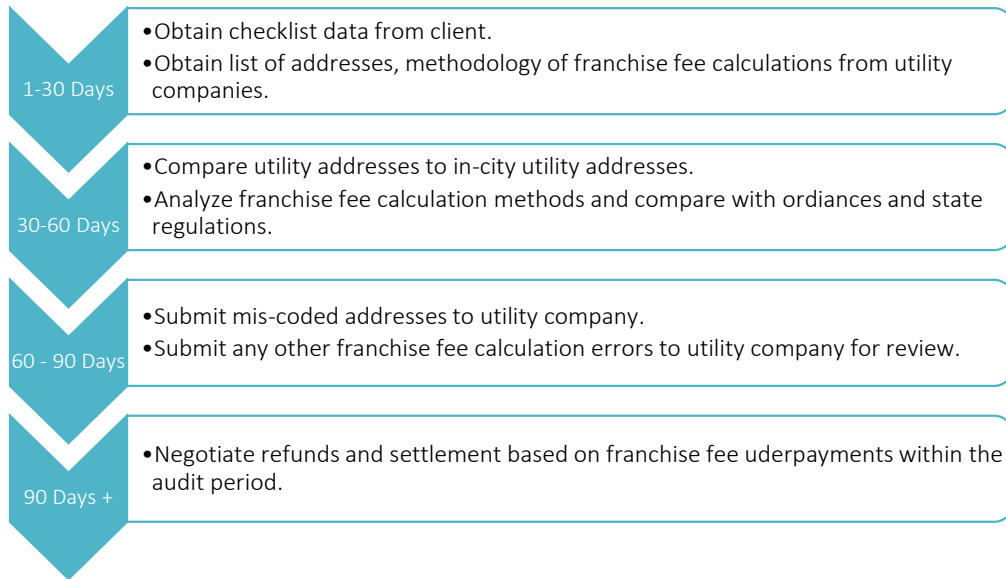
- -Estimated timeframe: 30 – 60 days after resolution of all claims.

TriStem has completed hundreds of similar projects. In the past 35 years, this is what we have learned; each audit is different. We cannot predict what we will find, or how the audit will unfold, until we start investigating the records. The key players here are your utility companies. Often, they delay the process at every stage.

The actual time for an in-depth audit like the ones we perform depends on many factors including the number of accounts, the need for field work, and the complexity of the errors we may find. A general timeline is approximately 12-18 months.

ATTACHMENT 1

Franchise Fee Audit Timeline



Audit Reports

TriStem will provide periodic status reports (Audit Updates) indicating past, current, and proposed work. The report will also indicate error claim status and current savings found.

Final Report

Upon completion of the audit, TriStem will provide the City of Duncanville with a final report detailing all refund claims secured, all billing adjustments made, total refunds and projected savings amounts, and any suggestions to minimize future overpayments. The final report will include narratives on each bill error/ cost savings measure and an itemized spreadsheet of the refunds/savings applied to each account.

ATTACHMENT 1

QUALIFICATIONS AND EXPERIENCE

History and Background

A study conducted by TriStem found that most municipalities are not receiving sales tax revenue they are entitled to. Could your entity be a part of this statistic? TriStem, as the nation's premier auditing firm, has completed hundreds of audits over the past 40 years, in effort to decrease these errors and help commercial consumers understand their due sales and use tax payments. Sales and use taxes are complex and can be hard to interpret. TriStem can help. We know what to look for, how to interpret what we find and can ask the right questions to obtain the maximum amount of recoveries for you. We have the knowledge and expertise to isolate errors and to correct any discrepancies for future taxes.

TriStem is a limited partnership based in Texas and has been in business since 1979. We are a small business with big success. TriStem's experience in auditing has led to substantial refunds and savings for our clients. Refunds and savings for TriStem Clients exceed \$100 million. We have obtained actual refunds of over \$1 million on eight separate occasions. Needless to say, TriStem is unique in this industry, and not just for our proven results.

Our auditors look for distinctive anomalies pertaining to your facilities and geographic region that may make you eligible for refunds and billing reductions. Our personnel are trained to use complex comprehension, software analysis, and physical evidence to find errors. This approach has given TriStem 40 years of unparalleled success in the auditing industry. TriStem will conduct a historical analysis and check your past and current sales and use tax payments. Our primary concern is to represent you. We will handle all actions needed to file claims on your behalf to recover monies due the county.

TriStem will commit its resources to perform this audit. Our staff is dedicated to conducting your audit in a professional manner that is efficient and accurate. TriStem will never sacrifice efficacy in effort to complete an audit in a short timeline. We want to ensure each client that we take the appropriate amount of time to thoroughly analyze their records. We look inside and outside of the box, to uncover and reconcile all potential errors for our clients. That is our methodology, and our track record speaks for itself. *Our mission is to bring peace of mind to each client. As a consumer, you are entitled to the security of knowing that you have not paid and will not pay more than necessary for your utility services.*

ATTACHMENT 1

CUSTOMER REFERENCES

CITY OF KILLEEN, TX

FRANCHISE FEE REFUNDS SECURED: \$77,940.62
ANNUAL INCREASE IN FRANCHISE FEE REVENUE: \$25,728.38
2018
KAREN EVANS
CFO CITY OF BELLMEAD (CURRENT POSITION)
254-799-2436
KEVANS@BELLMEAD.COM

OVERLAND PARK, KS

FRANCHISE FEE REFUNDS SECURED: \$57,297.75
ANNUAL INCREASE IN FRANCHISE FEE REVENUE: \$15,626.66
2018
SHERI IDLE
INTERNAL AUDITOR
(913) 895-6164
SHERRI.IDLE@OPKANSAS.ORG

LEE'S SUMMIT, MO

FRANCHISE FEE REFUNDS SECURED: \$30,310.72
ANNUAL INCREASE IN FRANCHISE FEE REVENUE: \$6,062.14
2017
NICK EDWARDS
DIRECTOR OF ADMINISTRATION
(816) 969-1015
NICK.EDWARDS@CITYOFLS.NET

PHARR, TX

SALES TAX REFUNDS SECURED: \$11,793.84
2017
KARLA MOYA
DIRECTOR OF FINANCE
(956) 402-4150
KARLA.MOYA@PHARR-TX.GOV

ATTACHMENT 1

ESCO TECHNOLOGIES (MANUFACTURER)

\$43,198 RECOVERED FOR FROM ELECTRIC AND GAS PROVIDERS
 \$46,373 COMBINED RECOVERIES AND SAVINGS FROM ELECTRIC AND GAS PROVIDERS
 2015-2017
 CHARLES KLEMMER
 VICE PRESIDENT OF PROCUREMENT
 (630) 912-7200
CHARLES.KLEMMER@ETS-LINDGREN.COM

PARISH OF JEFFERSON

REFUNDS SECURED TO DATE: \$295,593.68
 ANNUAL SAVINGS AMOUNT: \$81,592.67
 IN PROGRESS (BEGAN IN 2017)
 ANTHONY L. FRANCIS, JR.
 DEPARTMENT OF GENERAL SERVICES DIRECTOR
 (504) 736-6036
ANTHONYFRANCIS@JEFFPARISH.NET

NEW JERSEY TURNPIKE AUTHORITY

RECOVERED FOR CITY FROM UTILITY PROVIDERS: \$321,911
 COMBINED ANNUAL SAVINGS: \$85,000
 2013 – 2017 (HISTORICAL AND QUARTERLY AUDITS)
 CAROL SABANOS
 ACCOUNTS PAYABLE SUPERVISOR
 (732) 750-5300 X 8149
SABANOS@TURNPIKE.STATE.NJ.US

CITY OF BROWNWOOD, TEXAS

RECOVERED FOR CITY FROM ELECTRIC PROVIDERS: \$106,163
 COMBINED RECOVERIES AND SAVINGS FROM TELECOMMUNICATIONS PROVIDERS: \$129,399
 2010 – 2019 (PERFORMED SEVERAL PERIODIC AUDITS)
 WALTER MIDDLETON, CPA, CGFO
 FINANCE DIRECTOR
 (325) 646-5775
WMIDDLETON@CI.BROWNWOOD.TX.US

***Reduce your
bottom line...***

ELECTRIC
STREET LIGHTS
GAS
TELECOM
WATER / SEWER
WASTE
FRANCHISE FEES

***There may be hidden
revenue in your
utility bills!***

"Tri-Stem has been one of the best things that has happened to the City of Brownwood in a long time. They have helped us to recover over-billings in electricity and communication charges and savings going forward that were very significant. They have been very professional, diligent and hard-working. We could not be more pleased with our relationship."

**Walter Middleton, Finance Director
City of Brownwood, TX**



UTILITY COST RECOVERY & SAVINGS EXPERTS

1-800-234-7937

www.tristem.com

635 N. Robinson Dr., Suite G
Robinson, TX 76706

info@tristem.com

***Over \$200,000,000
Recovered & Saved***

Established 1979



UTILITY COST RECOVERY & SAVINGS EXPERTS



Why Hire TriStem:

TriStem has 40+ years of experience advocating for utility consumers and auditing utility bills. Other utility bill audit firms come to us for our expertise. Hundreds of hours are spent analyzing documents in-house. Depending on the suspected errors, several days to multiple weeks are spent in the field to verify billing records. When you hire TriStem, you are getting a valuable service not found anywhere else. **Software programs that claim to audit your bills do not come close to our results.** Refund & savings opportunities we find for our clients include:

Meter Read Errors

Contractual Billing Errors

Clerical Billing Errors, Decimal Errors

Taxes and Fees Billed in Error

Street and Guard Light Billing Errors

Incorrect Rates

Account Reconciliation

Power Factor Correction

Utility Audit Benefits:

Our contingent fee structure allows you to contract with our company with no upfront cost. You will receive refunds for errors found on past bills while the corrections we implement will save your organization money on future utility bills. You will have a better grip on your bills and have peace of mind that you are being billed correctly. **If we don't find any errors or savings opportunities, there is no fee for our services.**

Our FREE PREVIEW will give you insight on refund and savings opportunities!

ATTACHMENT 1 Our Results:

Case Study	Refunds	Savings
------------	---------	---------

Schools

Dallas ISD	\$129,415	\$16,761
DeSoto ISD	\$32,134	\$5,635
Los Fresnos CISD	\$128,145	\$130,000
Texas Tech University	\$1,044,000	\$100,000

Hospitals

Coryell Memorial Hospital Authority	\$127,888	\$38,528
Dallas Nephrology	-	\$51,848
Pecos County Memorial Hospital	\$47,306	\$13,818

Municipalities

Fort Stockton, TX	\$944,261	\$120,000
Galveston County, TX	\$83,730	\$13,545
Harris County, TX	\$383,730	\$13,834
Jefferson Parish, LA	\$215,894	\$16,530
Saint Louis, MO	\$1,878,031	\$300,890
Savannah, GA	\$550,000	\$200,000

Manufacturers

ETS Lindgren	\$13,096	\$12,251
Thermoform Engineered Quality	\$26,923	\$33,000

Non-Profits/Hotels

Energy Lodge	\$59,546	\$16,228
First Baptist Church of McAllen	\$21,356	\$5,000

Our Clients:

Government Entities

Schools

Colleges & Universities

Churches

Non-Profits

Hospitals

Hotels

Manufacturers

Other Businesses



UTILITY COST RECOVERY & SAVINGS EXPERTS

1-800-234-7937

www.tristem.com

ATTACHMENT 1



CONSULTING AGREEMENT

THIS AGREEMENT, entered into this _____ day of _____, 2020, by and between _____, hereinafter referred to as CLIENT, and TRISTEM, LTD., hereinafter referred to as TRISTEM or CONSULTANT, and covers the relationship of CONSULTANT and CLIENT.

Utility Bill Audit

TRISTEM will conduct an audit of prior utility billing and payments to determine that amounts billed by vendors have been accurate. TRISTEM will also determine if there are alternative rates or other mechanisms that would result in savings for CLIENT's accounts. TRISTEM will notify CLIENT of the results of the audit, will seek to obtain refunds from vendors for any past overbillings which have occurred, and will work to implement all CLIENT approved savings measures. As a fee for these services, CLIENT agrees to pay TRISTEM 30% of any refunds CLIENT receives from its utility providers as a result of TRISTEM'S services or audit process, or any part thereof, plus 30% of any approved and implemented savings (billing reductions) resulting from TRISTEM'S work for a period of twenty-four (24) months beginning with the first month during which savings are realized.

Franchise Fee Audit

TRISTEM will conduct an audit of prior utility franchise fee payments made to the CLIENT to determine that amounts paid by utility vendors have been accurate. TRISTEM will notify CLIENT of the results of the audit, will seek to obtain refunds from utility vendors for any past underpayments which have occurred, and will work to implement all franchise fee correction measures. As a fee for these services, CLIENT agrees to pay TRISTEM 30% of any reimbursements CLIENT receives from its utility providers as a result of TRISTEM'S services or audit process.

Consultant Fees

CONSULTANT'S fee is not due until CLIENT receives refunds and/or billing reductions from utility vendor(s). CLIENT agrees to pay CONSULTANT'S fee within 30 days of receipt of TRISTEM's invoice, whether refund is in the form of cash, credit to accounts, in-kind contributions or any other form of payment or reimbursement. If future considerations are given in lieu of refunds, TRISTEM will receive the same percentage of the value of the future considerations, as TRISTEM would have received for refunds obtained.

CLIENT retains TRISTEM for audit services for (please check desired services):

- ☐ Electric (including metered & unmetered accounts)
- ☐ Natural Gas
- ☐ Water/Sewer
- ☐ Waste
- ☐ Telecommunications (includes local, long distance and cellular)
- ☐ Franchise Fees
- ☐ Sales Taxes
- ☐ Other _____

ATTACHMENT 1

AGREED AND ACCEPTED:

CLIENT: _____

BY: _____
Signature Title

DATE: _____

TRISTEM, LTD.

BY: _____
Signature Title

DATE: _____

ATTACHMENT 1



CONSULTING AGREEMENT ADDENDA

It is common for utility providers (especially power companies), to indulge in circumventing TriStem's efforts to correct billing errors that might potentially result in refunds to TriStem clients. History substantiates that utility providers will attempt to convince TriStem clients they can get a "better deal" by consulting directly with the utility provider. In order to resolve these issues, we have observed and learned the following truths, in our 41+ years of experience:

- Utility providers have spoken untruths to our clients about our services in order for the utility provider to continue taking advantage of the customer through billing errors.
- Utility providers don't want to admit they have made mistakes.
- Acceptance of our findings will result in refunds to our clients.
- Utility providers have been known to use many tricks and schemes to deviate from the truth, in order to prove TriStem's findings are in error.
- It is in the best interest of the client for TriStem to negotiate directly with the utility provider to resolve any relevant issues.
- The client hereby agrees to allow TriStem to act as its sole agent to negotiate with utility providers.
- The client will avoid any discussion with the utility provider in regards to the TriStem audit.

AGREED AND ACCEPTED:

CLIENT: _____

BY: _____
Signature Title

DATE: _____

TRISTEM, LTD.

BY: _____
Signature Title

DATE: _____

ELECTRIC AND UTILITY PROVIDER BILLING AUDITS

RESOLUTION NO. 2020-077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AGREEING TO ENGAGE TRISTEM TO PERFORM A CONTINGENCY BASED AUDIT OF UTILITY BILLINGS PAID BY THE CITY OF DUNCANVILLE AND FRANCHISE FEES PAID AND/OR OWED TO THE CITY BY ELECTRIC, GAS, TELEPHONE, CABLE, TV/VIDEO, AND WASTE PROVIDERS; AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE THE CONTRACT AND ADDENDUM.

WHEREAS, the City of Duncanville desires to engage TriStem to perform a contingency based audit of utility billings paid by the City of Duncanville and franchise fees paid and/or owed to the City by electric, gas, telephone, cable, tv/video, and waste providers; and

WHEREAS, TriStem will perform such services based on contingency fee of 30% of any refunds received and 30% of any future savings realized for 24 months into the future.

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

THAT the Council of the City of Duncanville, Texas does hereby agree to engage TriStem to perform a contingency based audit of utility billings paid by the City of Duncanville and franchise fees paid and/or owed to the City by electric, gas, telephone, cable, tv/video, and waste providers; authorizing the Interim City Manager to execute the contract and addendum.

DULY PASSED AND APPROVED by the City Council of the City of Duncanville, Texas, on the 15th day of September, 2020.

CITY OF DUNCANVILLE, TEXAS

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristen Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution approving and accepting the terms and conditions of an agreement with Dallas County on behalf of the Health and Human Services Department for a Mosquito Ground Control Program, attached hereto and incorporated herein as Exhibit "A", effective October 1, 2020 through September 30, 2021, at a rate of \$185.00 per hour.

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
Tammy Island, Health Inspector

BACKGROUND/HISTORY:

The City of Duncanville has contracted with Dallas County for mosquito control services for a number of years. The scope of services includes ground application of adulticide and optional participation in aerial spraying to control St. Louis Encephalitis or West Nile Virus. Upon notification by Dallas County of a positive trap, the City has an aggressive notification process. A News Alert is posted on our homepage and a News Blast is sent to those residents signed up for notifications on the City website, an E-blast is sent, and a press release is issued. Signs are posted and maps of the areas to be sprayed with times are displayed in the lobby areas of all City buildings. Spray times are scheduled to start late in the evening and occur overnight so most residents will be in their homes and can secure their pets inside.

The County's rate for mosquito control services is \$185.00 per hour with a minimum of one hour of service assessed. The mosquito season begins in March; however, mosquito spraying for FY2020 started in July when the City traps started registering infected mosquitoes. The City spent \$5,272.50 in July 2020 and expect to spend another \$12,000.00 before the end of mosquito season in October.

POLICY EXPLANATION:

Authority is given under the Interlocal Cooperation Act in Chapter 791 of the Texas Government Code and the Local Public Health Reorganization Act in Chapter 121 of the Texas Health and Safety Code, to protect the public health by controlling the population of mosquitos by ground spraying of adult mosquitoes (adulticiding) and by treating standing water to destroy mosquito larvae (larvaciding) in order to prevent and control the outbreak of diseases associated with mosquitoes. By entering into this agreement, the City will receive, upon written request, ground control spraying provided by the

County at the hourly rate above. In addition, the City will have the option to participate in the County's separate emergency aerial mosquito spraying plan by providing written notice to the County and paying a proportioned share of the cost based upon the number of acres to be sprayed, as determined by the County.

The City Attorney has reviewed this contract and has approved the language.

FUNDING SOURCE:

\$19,055.00 is allocated in the FY2021 General Fund (Building Inspections) budget for this expenditure. All payments are from funds available and budgeted as required by Chapter 791 of the Texas Government Code.

Contract Log #:

1180R

RECOMMENDATION:

Staff recommends approval a Resolution approving and accepting the terms and conditions of an agreement with Dallas County on behalf of the Health and Human Services Department for a Mosquito Ground Control Program, attached hereto and incorporated herein as Exhibit "A", effective October 1, 2020 through September 30, 2021, at a rate of \$185.00 per hour.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2019-087R - Mosquito Ground Control Program - FY2021 with Exhibit](#)

RESOLUTION NO. 2019-087R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING AND ACCEPTING THE TERMS AND CONDITIONS OF AN AGREEMENT WITH DALLAS COUNTY ON BEHALF OF THE HEALTH AND HUMAN SERVICES DEPARTMENT FOR A MOSQUITO GROUND CONTROL PROGRAM, ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A", EFFECTIVE OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021, AT A RATE OF \$185.00 PER HOUR; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Local Public Health Reorganization Act, Chapter 121, of the Texas Health and Safety Code, 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, on behalf of the Health and Human Services Department, routinely enter into an annual agreement for the mosquito ground control spraying program with the option to participate in a separate emergency aerial mosquito spraying plan; and

WHEREAS, Dallas County has successfully served the residents of the participating cities with ground and aerial mosquito control spraying for several years and is prepared to continue its services.

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

SECTION 1. The City Council hereby approves and accepts the terms and conditions of an agreement with Dallas County on behalf of the Health and Human Services Department for the mosquito ground control spraying program, attached hereto and incorporated herein as Exhibit "A", effective October 1, 2020 through September 30, 2021, at a rate of \$185.00 per hour from current revenues as budgeted by the City Council, by and between the City of Duncanville and Dallas County.

SECTION 2. That the City Council of the City of Duncanville hereby authorizes the City Manager to execute said agreement and necessary documents to conform to this Resolution.

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 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A

STATE OF TEXAS § MOSQUITO GROUND CONTROL AGREEMENT BETWEEN
 § DALLAS COUNTY, TEXAS, ON BEHALF OF THE DALLAS
 § COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT, AND
 COUNTY OF DALLAS § THE CITY OF DUNCANVILLE, TEXAS, A MUNICIPALITY

1. PARTIES

This Interlocal Agreement ("Agreement") is an Interlocal contract made by and between the City of Duncanville, Texas, a "Municipality" as defined by Section 1.005(3) of the Texas Local Government Code ("Municipality"), and Dallas County, Texas ("County"), on behalf of the Dallas County Health and Human Services Department ("DCHHS"), based on the authority of the Interlocal Cooperation Act in Chapter 791 of the Texas Government Code, and the Local Public Health Reorganization Act in Chapter 121 of the Texas Health and Safety Code, to protect the public health by controlling the population of mosquitos by ground spraying of adult mosquitoes ("adulticiding") and by treating standing water to destroy mosquito larvae ("larvaciding") in order to prevent and control the outbreak of diseases associated with mosquitoes.

2. DURATION OF THIS AGREEMENT

This Agreement is effective from October 1, 2020 through September 30, 2021, unless otherwise stated in this Agreement the ("Term").

3. ADULTICIDING AND LARVACIDING SPRAYING SERVICES

- A. Upon written request from Municipality, County will provide adulticiding and larvaciding by way of **ground application** at the rate set forth in Paragraph 4;
- B. In the event that aerial spraying is needed to control the St. Louis Encephalitis or the West Nile virus throughout the County, Municipality will have the option to participate in the County's separate emergency aerial mosquito spraying plan. If Municipality agrees to participate in the County's separate emergency aerial mosquito spraying plan, Municipality must provide written notice to County and agree in writing to the following:
 - 1) Indicate in writing the areas and amount of acres to be sprayed; and
 - 2) Pay Municipality's proportioned share of the cost based upon the number of acres to be sprayed multiplied by the per-acre spraying cost, as determined by County.

4. BUDGET AND PAYMENT BY MUNICIPALITY TO COUNTY

- A. Municipality will pay County at a rate of One Hundred Eighty-Five (\$185.00) Dollars per hour, with a minimum of one (1) hour of service assessed.
- B. After the initial one (1) hour minimum service time for a given day of spraying, spraying services will be assessed using thirty (30) minute minimum intervals.
- C. Only spraying time will be assessed. Travel time to or from the site of ground spraying or treating standing water will not be assessed.
- D. Municipality must pay County the assessed fees within thirty (30) days of receipt by Municipality of the monthly written request for payment, or if County fails to make any written payment request(s), then Municipality will pay any remaining assessed fees no later than the last day of the Term of this Agreement.
- E. Any payment not made within thirty (30) days of its due date will bear interest in accordance with Chapter 2251 of the Texas Government Code. Municipality's obligation

EXHIBIT A

to pay fees assessed and interest accrued under this Agreement will survive the Term of this Agreement until the Municipality pays the assessed fees and accrued interest.

5. AUDITING AND WITHHOLDING OF PAYMENTS

The Dallas County Auditor has the exclusive right and authority to audit this Agreement or to demand access to or copies of County's records concerning this Agreement or the County's administration of this Agreement. Municipality will have no right or authority to audit this Agreement or to demand access to or copies of County's records concerning this Agreement or the County's administration of this Agreement. Municipality has no right to withhold payments to County pending any audit of or inquiry about this Agreement or the County's administration of this Agreement.

6. TERMINATION

- A. Without Cause: This Agreement may be terminated in writing, without cause, by either party upon thirty (30) days prior written notice to the other party.
- B. With Cause: The County reserves the right to terminate the Agreement immediately, in whole or in part, at its sole discretion, for the following reasons:
 - 1) Municipality's lack of or reduction in funding or resources, financial or otherwise; or
 - 2) Municipality's misuse of resources, financial or otherwise; or
 - 3) Municipality's failure to comply with the terms of this Agreement; or
 - 4) Municipality's submission of inaccurate, incomplete, or false data, statements, or reports.

7. NO INDEMNIFICATION

COUNTY AND MUNICIPALITY, INCLUDING THEIR RESPECTIVE ELECTED OFFICIALS AND EMPLOYEES, AGREE THAT EACH WILL BE RESPONSIBLE FOR ITS OWN NEGLIGENT ACTS OR OMISSIONS OR OTHER TORTIOUS CONDUCT IN THE COURSE OF PERFORMANCE OF THIS AGREEMENT, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITIES AVAILABLE TO COUNTY OR MUNICIPALITY UNDER TEXAS LAW OR OTHER APPLICABLE LAWS AND WITHOUT WAIVING ANY AVAILABLE DEFENSES UNDER TEXAS LAW OR OTHER APPLICABLE LAWS. NOTHING IN THIS PARAGRAPH MAY BE CONSTRUED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, IN OR TO ANY THIRD PERSONS OR ENTITIES.

8. INSURANCE

Municipality agrees that Municipality will at all times during the Term of this Agreement maintain in full force and effect general liability insurance; or self-insurance, to the extent permitted by applicable law under a plan of self-insurance, that is also maintained in accordance with sound, generally accepted accounting practices. Municipality expressly understands and agrees that it is solely responsible for 1) all costs of such general liability insurance; 2) any and all deductible amounts in any general liability insurance policy; and 3) any liability in the event that any insurance company denies coverage for any incident reasonably related to the performance of this Agreement.

9. NOTICE

Any notice or certification required or permitted to be delivered under this Agreement will be deemed to have been given when personally delivered, or if mailed, seventy-two (72) hours after deposit of the notice or certification in the United States Mail, postage prepaid, by certified or registered mail, return receipt requested, and properly addressed to the contact person shown at their respective addresses set forth below, or at such other addresses as

Page 4 of 7

EXHIBIT A

may be specified by written notice delivered by the methods described above in this subsection:

Dallas County, Texas

City of Duncanville, Texas

Philip Huang, Director
Dallas County Health & Human Svcs
2377 N. Stemmons Frwy, Suite 600
Dallas, Texas 75207-2710

10. ENTIRE AGREEMENT AND AMENDMENTS

This Agreement, including any Exhibits and Attachments, constitutes the entire agreement between the parties and supersedes any other agreement concerning the subject matter of this transaction, whether oral or written. No modification, amendment, novation, renewal, or other alteration of this Agreement can be effective unless mutually agreed upon in writing and executed by the parties.

11. COUNTERPARTS, NUMBER, GENDER, AND HEADINGS

This Agreement may be executed in multiple counterparts, each of which will be deemed an original, but all of which will constitute one and the same instrument when considered together in context. Words of any gender used in this Agreement will be held and construed to include any other gender any words in the singular will include the plural and vice versa, unless the context clearly requires otherwise. Headings are for the convenience of reference only and cannot be considered in any interpretation of this Agreement.

12. SEVERABILITY

If any term of this Agreement is construed to be illegal, invalid, void or unenforceable, this construction will not affect the legality or validity or any of the remaining terms. The unenforceable or illegal term will be deemed stricken and deleted, but the remaining terms will not be affected or impaired and such remaining terms will remain in full force and effect.

13. FISCAL FUNDING CLAUSE

Notwithstanding any terms contained in this Agreement, the obligations of the County under this Agreement are expressly contingent upon the availability of funding for each item and obligation for the Term of the Agreement and any pertinent extensions. Municipality has no right of action against County in the event County is unable to fulfill its obligations under this Agreement as a result of lack of sufficient funding for any item or obligation from any source utilized to fund this Agreement or failure to budget or authorize funding for this Agreement during the current or future fiscal years. In the event that County is unable to fulfill its obligations under this Agreement as a result of lack of sufficient funding, or if funds become unavailable, County, at its sole discretion, may provide funds from a separate source or may terminate this Agreement by written notice to Municipality at the earliest possible time prior to the end of its fiscal year.

14. DEFAULT - CUMULATIVE RIGHTS - MITIGATION

It is not a waiver of default if the non-defaulting party fails to immediately declare a default or delays in taking any action. The rights and remedies provided by this Agreement are cumulative, and either party's use of any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the parties may have by law, statute, ordinance, or otherwise. Both parties have a duty to mitigate damages.

EXHIBIT A

15. SOVEREIGN IMMUNITY

THIS AGREEMENT IS EXPRESSLY MADE SUBJECT TO MUNICIPALITY'S AND COUNTY'S GOVERNMENTAL IMMUNITIES, INCLUDING, WITHOUT LIMITATION, TITLE 5 OF THE TEXAS CIVIL PRACTICE AND REMEDIES CODE AND ALL APPLICABLE STATE AND FEDERAL LAWS. THE PARTIES EXPRESSLY AGREE THAT NO TERM OF THIS AGREEMENT IS IN ANY WAY INTENDED TO CONSTITUTE A WAIVER OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY, OR A WAIVER OF ANY TORT LIMITATION, AND ANY DEFENSES THAT MUNICIPALITY OR COUNTY HAVE BY OPERATION OF LAW, OR OTHERWISE. NOTHING IN THIS AGREEMENT IS INTENDED TO OR DOES BENEFIT ANY THIRD PARTY BENEFICIARY.

16. COMPLIANCE WITH LAW, CHOICE OF LAW, AND VENUE

In providing services required by this Agreement, Municipality and County must observe and comply with all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable Federal, State, and local statutes, ordinances, rules, and regulations. The laws of the State of Texas govern this Agreement. Exclusive venue for any action or claim arising from this Agreement is in the State or Federal District Courts that are physically located in Dallas County, Texas.

17. RELATIONSHIP OF PARTIES

County and Municipality are each independent political subdivisions of the State of Texas. Neither is an agent, servant, joint enterpriser, joint venturer, or employee of the other. Municipality and County agree and acknowledge that each governmental entity will be responsible for its own acts, forbearance, negligence and deeds, and for those of its agents or employees in conjunction with the performance of work covered under this Agreement.

The remainder of this page is intentionally left blank.

EXHIBIT A

18. SIGNATORY WARRANTY

Municipality and County represent that each has the full right, power, and authority to enter and perform this Agreement in accordance with all of its terms and conditions, and that the execution and delivery of this Agreement has been made by authorized representatives of the parties to validly and legally bind the parties to all terms set forth in this Agreement.

COUNTY:

MUNICIPALITY:

BY: Clay Lewis Jenkins
County Judge
Dallas County, Texas

BY: Paul Frederiksen
Mayor or **City Manager**
City of Duncanville, Texas

DATE SIGNED: _____

DATE SIGNED: _____

Recommended:

BY: Philip Huang, MD, MPH
Director, DCHHS
Dallas County, Texas

Approved as to Form*:

Approved as to Form:

DALLAS COUNTY

MUNICIPALITY

JOHN CREUZOT
District Attorney

Robert E. Hager
City Attorney

BY: Lacey B. Lucas
Assistant District Attorney
Civil Division

BY: _____
Attorney for Municipality

*By law, the 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).



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Conduct a Public Hearing on the 2020 proposed tax rate.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO

Finance Director

BACKGROUND/HISTORY:

Senate Bill 2 (SB2), passed by the 86th Texas Legislature modified the manner in which the Voter-Approval tax rate is calculated to limit the rate of growth of property taxes in the state. This change effectively lowers the cap from 8% to 3.5%. SB2 requires a public hearing on the tax rate if the proposed tax rate exceeds the lower of the No-New-Revenue (NNR) tax rate or the Voter-Approval (VA) tax rate. The NNR tax rate is the tax rate for 2020 tax year that will raise the same amount of property tax revenue for the City of Duncanville from the same properties in both the 2019 tax year and the 2020 tax year. The VA rate for tax year 2020 is the highest rate a city may adopt without holding an election to seek voter approval of the rate. The 2019 tax rate, the 2020 NNR tax rate, the 2020 VA tax rate, and the 2020 proposed tax rate are as follows:

2019 Tax Rate	\$0.743447 per \$100 valuation
2020 NNR Tax Rate	\$0.698961 per \$100 valuation
2020 VA Tax Rate	\$0.721852 per \$100 valuation
2020 Proposed Tax Rate	\$0.716852 per \$100 valuation

The 2020 proposed tax rate of \$0.716852 is \$0.026595 lower than the 2019 tax rate of \$0.743447 which is a 3.58% reduction in the tax rate. The proposed tax rate of \$0.716852 per \$100 valuation is \$0.005 lower than the VA tax rate of \$0.721852 per \$100 valuation. However, the proposed tax rate exceeds the NNR tax rate and therefore a public hearing on the proposed tax rate must be conducted.

POLICY EXPLANATION:

The proposed tax rate of \$0.716852 per \$100 valuation exceeds the NNR tax rate of \$0.698961 per \$100 valuation. SB2 requires a public hearing to be conducted prior to adoption of the tax rate. The vote on the tax rate must occur within 7 days of the public hearing and may occur at the same meeting as the public hearing on the tax rate.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Conduct a Public Hearing and receive citizens comments on the 2020 proposed tax rate.



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider an Ordinance approving and adopting a budget for the City for the Fiscal Year October 1, 2020, through September 30, 2021; providing that expenditures for said Fiscal Year shall be made in accordance with said Budget and ratifying the revised FY 19-20 Budget (Section 7 of the attached ordinance).

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

As required by the City Home Rule Charter, Section 4.02, the City Manager and Staff have prepared a budget for Fiscal Year 2021, following workshop meetings on June 8 and 9, 2020, at which City Council provided input and direction on the budget. The proposed budget was presented to City Council in a workshop meeting on August 13, 2020 with additional input and direction received from the City Council. A final briefing on the budget and proposed tax rate occurred on September 1, 2020. A public hearing on the budget was conducted on September 1, 2020 as required by Duncanville Home Rule Charter Section 4.04 and Local Government Code Chapter 102.006.

POLICY EXPLANATION:

Section 4.05 of the Duncanville Home Rule Charter states that the Council shall adopt a budget for the next fiscal year at least 10 days prior to the fiscal year end.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of an Ordinance of the City of Duncanville, Texas, approving and adopting a budget for the City for the Fiscal Year October 1, 2020, through September 30, 2021; providing that expenditures for said Fiscal Year shall be made in accordance with said Budget and ratifying the revised FY 19-20 Budget (Section 7 of the attached ordinance).

Motion:

I move the proposed budget for the City of Duncanville for Fiscal Year October 1, 2020, through September 30, 2021; providing that expenditures for said Fiscal Year shall be made in accordance with said Budget, be adopted. This budget will raise more revenue from property taxes than last year's budget by an amount of \$464,905, which is a 2.48 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$90,195.

ATTACHMENTS:

[Attachment 1 - Ordinance No. - 2387 - Adopting FY20-21 Budget - with Exhibit](#)

BUDGET ORDINANCE**ORDINANCE NO. 2387**

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING SEVERABILITY, REPEALING AND SAVINGS CLAUSES; PROVIDING AN EFFECTIVE DATE FOR THIS ORDINANCE; AND DECLARING AN EFFECTIVE DATE. THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$464,905 OR 2.48%, AND OF THAT AMOUNT \$90,195 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

WHEREAS, the City Manager of the City of Duncanville, Texas, on the 31st day of July, 2021, filed with the City Secretary a proposed general budget for the City covering the fiscal year aforesaid; and

WHEREAS, the governing body of the City concluded its public hearing on said budget on September 1, 2020, and notice of the public hearing was published in the official newspaper of the City at least 7 days before the date of the public hearing; and

WHEREAS, the City Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law.

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

SECTION 1. Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2. Adoption of Budget. The 2020-2021 budget, attached hereto as Exhibit "A", and the maintenance and operation and debt service funds set forth therein is hereby approved in all respects and is adopted for the City's fiscal year beginning October 1, 2020 and ending September 30, 2021.

SECTION 3. Appropriation of Funds. For the City's fiscal year beginning October 1, 2020 and ending September 30, 2021, the amounts reflected in the budget: (a) to provide for a sinking fund for the payment of principal and interest of debt; and (b) to provide for the payment of expenditures shown in the budget, are hereby officially appropriated for maintenance and operations and such other expenditures and appropriated recited therein.

SECTION 4. Amendments to the Budget. Expenditures during the 2020-2021 fiscal year shall be made in accordance with this budget and this ordinance, unless amended in accordance with Chapter 102 of the Texas Local Government Code and/or the Home Rule Charter.

SECTION 5. Authority of City Manager. That specific authority is given to the City Manager to make transfers of budgeted appropriations from one account classification to another account classification within the same department.

SECTION 6. Amendments. A copy of the Budget and this Ordinance, if any amendment thereto, shall be filed with the county clerk as provided by state law.

SECTION 7. Ratification. That the City Council hereby ratifies, adopts, and approves all actual expenditures and changes to the Fiscal 2019-2020 Budget; and hereby authorizes the same as if previously approved and adopted.

SECTION 8. Effective Date. This Ordinance shall take effect immediately from and after its passage as the law in such cases provides.

DULY PASSED by the City Council of the City of Duncanville, Texas, on this the 15th day of September, 2020.

APPROVED:

BARRY L. GORDON, MAYOR

ATTEST:

KRISTIN DOWNS, CITY SECRETARY

APPROVED AS TO FORM:

ROBERT E. HAGER, CITY ATTORNEY

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL FUND SUMMARY

EXHIBIT A
PROPOSED

Updated General Fund Summary to reflect proposed tax rate of
\$0.716852.

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	BASE REVENUES									
1	Property Taxes	\$ 15,967,241	\$ 17,530,520	\$ 17,530,520	\$ 17,997,398	\$ 18,567,507	\$ 19,209,320	\$ 19,873,596	\$ 20,561,122	\$ 21,272,711
2	Sales Taxes	8,032,275	7,881,523	7,389,692	7,314,692	7,503,636	7,503,636	7,503,636	7,503,636	7,503,636
3	Franchise Receipts	1,949,561	1,840,000	1,751,000	1,713,000	1,727,130	1,741,401	1,755,815	1,770,373	1,785,077
4	Permits & Fees	1,521,631	1,153,000	1,189,500	1,237,500	1,253,870	1,265,859	1,277,967	1,290,197	1,302,549
5	Fines	630,232	508,000	516,000	557,000	562,570	568,196	573,878	579,616	585,413
6	Interest on Investments	554,234	315,000	260,000	290,000	292,900	295,829	298,787	301,775	304,793
7	Recreation Fees	282,638	311,000	210,113	266,000	246,440	248,904	251,393	253,907	256,446
8	Other Revenue	1,070,704	752,880	606,659	612,370	646,533	650,737	654,983	659,272	663,604
9	Transfers (Utility Fund)	1,714,710	1,761,710	1,761,710	1,761,710	1,812,874	1,839,085	1,865,726	1,892,803	1,892,803
10	Transfers (Solid Waste Fund)	148,600	192,297	192,297	192,297	192,297	192,297	192,297	192,297	192,297
11	Transfers 4B	72,803	75,613	75,613	92,242	92,242	92,242	92,242	92,242	92,242
12	Transfer from Hotel-Motel	53,134	56,302	56,302	56,637	56,637	56,637	56,637	56,637	56,637
13	Transfer from Transp. I & S Fund	119,000	-	-	-	-	-	-	-	-
14	Transfer in Payment in Lieu of Tax (PILOT)	514,413	528,513	528,513	528,513	543,862	551,726	559,718	567,841	567,841
15	Total For Operating Revenues	32,631,175	32,906,358	32,067,919	32,619,360	33,498,498	34,215,869	34,956,677	35,721,720	36,476,049
16	TOTAL REVENUES	\$ 32,631,175	\$ 32,906,358	\$ 32,067,919	\$ 32,619,360	\$ 33,498,498	\$ 34,215,869	\$ 34,956,677	\$ 35,721,720	\$ 36,476,049
17										
18	BASE EXPENDITURES									
19	General Gov./Non-Departmental	\$ 3,154,440	\$ 3,405,180	\$ 3,414,106	\$ 3,708,587	\$ 3,745,673	\$ 3,783,129	\$ 3,820,961	\$ 3,859,170	\$ 3,897,762
20	Finance	1,401,162	1,505,201	1,465,265	1,519,742	1,534,939	1,550,289	1,565,791	1,581,449	1,597,264
21	Parks and Recreation	3,646,900	3,991,412	3,480,425	3,884,641	3,923,487	3,962,722	4,002,349	4,042,373	4,082,797
22	Police	8,862,650	9,505,974	9,412,163	9,694,511	9,791,456	9,889,370	9,988,264	10,088,147	10,189,028
23	Public Works	6,065,783	6,930,279	7,180,523	6,874,523	6,943,268	7,012,701	7,082,828	7,153,656	7,225,193
24	Fire	6,842,706	7,009,246	6,931,788	7,072,886	7,143,615	7,215,051	7,287,202	7,360,074	7,433,675
25	Total for Operating Expenses	\$ 29,973,641	\$ 32,347,292	\$ 31,884,270	\$ 32,754,889	\$ 33,082,438	\$ 33,413,263	\$ 33,747,395	\$ 34,084,869	\$ 34,425,718
26	TRANSFERS AND OTHER									
27	Transfer to Fund 007 Medical Insurance	\$ -	\$ 340,400	\$ 340,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Medical Insurance Fund Dissolution	-	-	167,510	-	-	-	-	-	-
29	Transfer To One Time Project Fund From Fund Balance	1,113,895	425,662	425,662	-	-	-	-	-	-
30	Transfer to Grant Fund	22,542	15,000	15,000	95,000	15,000	95,000	15,000	95,000	95,000
31	Transfer to Emergency (COVID-19) Fund	-	-	170,000	-	-	-	-	-	-
32	Transfer to Street CIP	48,100	-	72,790	265,000	1,800,000	1,250,000	110,000	1,250,000	502,500
33	Reserve for TIF	40,225	53,000	21,448	73,019	75,575	78,220	80,957	83,791	86,724
34	Reserve for P-25 Compliant Public Safety Radios	-	350,000	350,000	838,003	-	-	-	-	-
35	Economic Incentive Grants	300,000	100,000	100,000	-	-	-	-	-	-
36	Loan Payment (Ends 12/21)	240,228	240,228	240,228	240,228	60,057	-	-	-	-
37	Total for Transfers and Other	\$ 1,764,991	\$ 1,524,290	\$ 1,903,038	\$ 1,511,250	\$ 1,950,632	\$ 1,423,220	\$ 205,957	\$ 1,428,791	\$ 684,224
38										
39	TOTAL EXPENDITURES	\$ 31,738,632	\$ 33,871,582	\$ 33,787,308	\$ 34,266,139	\$ 35,033,070	\$ 34,836,482	\$ 33,953,353	\$ 35,513,660	\$ 35,109,942
40										
41	NET REVENUES	\$ 892,543	\$ (965,224)	\$ (1,719,389)	\$ (1,646,780)	\$ (1,534,572)	\$ (620,613)	\$ 1,003,324	\$ 208,059	\$ 1,366,108
42										
43	FUND BALANCE									
44	BEGINNING FUND BALANCE	\$ 9,204,811	\$ 7,603,995	\$ 10,097,354	\$ 8,377,965	\$ 6,731,186	\$ 5,196,614	\$ 4,576,000	\$ 5,579,324	\$ 5,579,324
45										
46	ENDING FUND BALANCE	\$ 10,097,354	\$ 6,638,771	\$ 8,377,965	\$ 6,731,186	\$ 5,196,614	\$ 4,576,000	\$ 5,579,324	\$ 5,787,384	\$ 6,945,432
47	Days of Operations	123	75	96	75	57	50	60	62	74
48										
49	Designated Operating Reserve	\$ 6,158,967	\$ 6,646,704	\$ 6,551,562	\$ 6,730,457	\$ 6,797,761	\$ 6,865,739	\$ 6,934,396	\$ 7,003,740	\$ 7,073,778
50										
51	Number of Days Operating Reserve Calculated On	75 Day	75 Day	75 Day	75 Day	75 Day	75 Day	75 Day	75 Day	75 Day
52										
55	Amount Above or (Below) Operating Reserve Target	\$ 3,938,387	\$ (7,933)	\$ 1,826,403	\$ 729	\$ (1,601,148)	\$ (2,289,739)	\$ (1,355,072)	\$ (1,216,357)	\$ (128,346)

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL FUND REVENUE DETAIL

PROPOSED

	GENERAL FUND REVENUES	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	Ad Valorem Taxes									
2	Current Taxes - O & M	\$ 15,669,667	\$ 17,270,520	\$ 17,270,520	\$ 17,717,398	\$ 18,337,507	\$ 18,979,320	\$ 19,643,596	\$ 20,331,122	\$ 21,042,711
3	Prorated Years	148,632	140,000	140,000	140,000	130,000	130,000	130,000	130,000	130,000
4	Penalties & Interest	148,942	120,000	120,000	140,000	100,000	100,000	100,000	100,000	100,000
5	Total Property Taxes	\$ 15,967,241	\$ 17,530,520	\$ 17,530,520	\$ 17,997,398	\$ 18,567,507	\$ 19,209,320	\$ 19,873,596	\$ 20,561,122	\$ 21,272,711
6										
7	State Sales Tax City Portion	\$ 5,354,850	\$ 5,254,349	\$ 4,926,462	\$ 4,876,462	\$ 4,876,462	\$ 4,876,462	\$ 4,876,462	\$ 4,876,462	\$ 4,876,462
8	Property Tax Relief	2,677,425	2,627,174	2,463,231	2,438,231	2,627,174	2,627,174	2,627,174	2,627,174	2,627,174
9	Total Sales Taxes	\$ 8,032,275	\$ 7,881,523	\$ 7,389,692	\$ 7,314,692	\$ 7,503,636	\$ 7,503,636	\$ 7,503,636	\$ 7,503,636	\$ 7,503,636
10										
11	Electric	\$ 1,164,986	\$ 1,200,000	\$ 1,100,000	\$ 1,100,000	\$ 1,111,000	\$ 1,122,110	\$ 1,133,331	\$ 1,144,664	\$ 1,156,111
12	Natural Gas	313,542	330,000	313,000	313,000	316,130	319,291	322,484	325,709	328,966
13	Telephone	181,697	180,000	177,000	175,000	175,000	175,000	175,000	175,000	175,000
14	Cable Television	155,445	130,000	130,000	125,000	125,000	125,000	125,000	125,000	125,000
15	Telephone Video Services	133,891	-	31,000	-	-	-	-	-	-
16	Total Franchise Receipts	\$ 1,949,561	\$ 1,840,000	\$ 1,751,000	\$ 1,713,000	\$ 1,727,130	\$ 1,741,401	\$ 1,755,815	\$ 1,770,373	\$ 1,785,077
17										
18	Building Permits	\$ 254,568	\$ 200,000	\$ 210,000	\$ 250,000	\$ 252,500	\$ 255,025	\$ 257,575	\$ 260,151	\$ 262,753
19	Electrical Permits	13,303	12,000	11,000	13,000	13,130	13,261	13,394	13,528	13,663
20	Solicitor Licenses	1,601	2,000	500	1,500	1,515	1,530	1,545	1,561	1,577
21	Emergency Medical Services	784,792	700,000	750,000	750,000	757,500	765,075	772,726	780,453	788,258
22	Sign Permits	12,515	11,000	12,000	12,000	12,120	12,241	12,364	12,487	12,612
23	Wrecker & Storage Fees	-	3,000	3,000	3,000	3,030	3,060	3,091	3,122	3,153
24	Health Food Inspection Fees	46,623	64,500	46,000	46,000	46,460	46,925	47,394	47,868	48,346
25	Plumbing Permits	42,967	34,000	40,000	40,000	40,400	40,804	41,212	41,624	42,040
26	Zoning and Special Use Permits	13,335	8,500	8,500	8,500	8,585	8,671	8,758	8,845	8,934
27	Alarm Permits	65,499	60,000	60,000	60,000	60,600	61,206	61,818	62,436	63,061
28	Pool Inspection Fee	3,000	3,000	3,000	3,000	3,030	3,060	3,091	3,122	3,153
29	Texas Ambulance Supplemental Payment Program	175,363	-	-	-	-	-	-	-	-
30	Small Cell Nodes		-	500	500	-	-	-	-	-
31	Rental Property Registration Fees	108,065	55,000	45,000	50,000	55,000	55,000	55,000	55,000	55,000
32	Total Permits & Fees	\$ 1,521,631	\$ 1,153,000	\$ 1,189,500	\$ 1,237,500	\$ 1,253,870	\$ 1,265,859	\$ 1,277,967	\$ 1,290,197	\$ 1,302,549
33										
34	Municipal Court Fines	\$ 454,463	\$ 360,000	\$ 380,000	\$ 400,000	\$ 404,000	\$ 408,040	\$ 412,120	\$ 416,242	\$ 420,404
35	Court Related Fees	140,364	110,000	110,000	130,000	131,300	132,613	133,939	135,279	136,631
36	School Crossing Fees	3,020	3,000	3,000	3,000	3,030	3,060	3,091	3,122	3,153
37	Library	14,994	20,000	8,000	9,000	9,090	9,181	9,273	9,365	9,459
38	False Alarm Fines	17,391	15,000	15,000	15,000	15,150	15,302	15,455	15,609	15,765
39	Total Fines	\$ 630,232	\$ 508,000	\$ 516,000	\$ 557,000	\$ 562,570	\$ 568,196	\$ 573,878	\$ 579,616	\$ 585,413
40										
41	Pooled Investments Logic & Texpool Interest	\$ 138,657	\$ 75,000	\$ 50,000	\$ 55,000	\$ 55,550	\$ 56,106	\$ 56,667	\$ 57,233	\$ 57,806
42	Certificates of Deposit Interest	180,614	80,000	90,000	100,000	101,000	102,010	103,030	104,060	105,101
43	Money Market Interest	234,964	160,000	120,000	135,000	136,350	137,714	139,091	140,482	141,886
44	Total Interest on Investments	\$ 554,234	\$ 315,000	\$ 260,000	\$ 290,000	\$ 292,900	\$ 295,829	\$ 298,787	\$ 301,775	\$ 304,793
45										

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL FUND REVENUE DETAIL

PROPOSED

	GENERAL FUND REVENUES	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
46	Recreation Fees	\$ 247,613	\$ 306,000	\$ 187,613	\$ 240,000	\$ 242,400	\$ 244,824	\$ 247,272	\$ 249,745	\$ 252,242
47	Senior Center User Fee	5,243	5,000	3,500	4,000	4,040	4,080	4,121	4,162	4,204
48	Recreation Classes	12,384		6,000	8,000					
49	Recreation - Special Events	8,956		8,000	8,000					
50	Senior Class/Trips	8,443		5,000	6,000					
51	Total Recreation Fees	\$ 282,638	\$ 311,000	\$ 210,113	\$ 266,000	\$ 246,440	\$ 248,904	\$ 251,393	\$ 253,907	\$ 256,446
52										
53	Other Revenue									
54	Alcoholic Beverage Tax	\$ 73,889	\$ 76,000	\$ 55,000	\$ 69,000	\$ 69,690	\$ 70,387	\$ 71,091	\$ 71,802	\$ 72,520
55	Crossing Guards - DISD	39,584	41,000	30,000	35,000	35,350	35,704	36,061	36,421	36,785
56	Crossing Guards - Dallas County	36,921	30,000	32,000	36,000	36,360	36,724	37,091	37,462	37,836
57	Reimbursement for EMS Planner	96,532	100,000	96,000	104,490	105,535	106,590	107,656	108,733	109,820
58	Sale of Fixed Assets	22,681	-	-	-	-	-	-	-	-
59	Sale of Materials	2,384	1,000	1,000	1,000	1,010	1,020	1,030	1,041	1,051
60	Gain / Loss on Sale of Fixed Assets		-	-	-	-	-	-	-	-
61	Insurance Recovery		-	-	-	-	-	-	-	-
62	Collection of Bad Debt	3,307	2,000	2,000	2,000	1,000	1,000	1,000	1,000	1,000
63	Outstanding Check Write Off	15,534	100	100	100	100	100	100	100	100
64	Miscellaneous	99,130	58,000	65,000	65,000	65,650	66,307	66,970	67,639	68,316
65	Cash over and Short	611	-	-	-	-	-	-	-	-
66	Copies	21,372	18,000	18,000	18,000	18,180	18,362	18,545	18,731	18,918
67	Police Accident Reports	4,773	4,500	4,500	4,500	4,545	4,590	4,636	4,683	4,730
68	Auction Proceeds	8,113	5,000	5,000	5,000	5,050	5,101	5,152	5,203	5,255
69	Animal Permits	50	50	50	50	51	51	52	52	53
70	Return Check Fees	301	230	230	230	232	235	237	239	242
71	Scrap Metal Sales		-	-	-	-	-	-	-	-
72	City Services Reimbursement	202,101	58,000	68,600	58,000	58,580	59,166	59,757	60,355	60,959
73	Workers Comp Reimbursement	84,820	15,000	20,000	20,000	20,200	20,402	20,606	20,812	21,020
74	Rental of Tower	197,681	194,000	194,000	194,000	225,000	225,000	225,000	225,000	225,000
75	Lease Income (from EON as FY15)	142,880	150,000	12,500	-	-	-	-	-	-
76	Gas Well Revenue	18,043	-	2,679	-	-	-	-	-	-
	Rec Camps/Special Events									
77	Total Other Revenue	\$ 1,070,704	\$ 752,880	\$ 606,659	\$ 612,370	\$ 646,533	\$ 650,737	\$ 654,983	\$ 659,272	\$ 663,604
78										
79	Total Revenues Before Other Financing Sources	\$ 30,008,515	\$ 30,291,923	\$ 29,453,484	\$ 29,987,961	\$ 30,800,586	\$ 31,483,882	\$ 32,190,057	\$ 32,919,900	\$ 33,674,229
80										
81	Transfer from Utility Fund	\$ 1,714,710	\$ 1,761,710	\$ 1,761,710	\$ 1,761,710	\$ 1,812,874	\$ 1,839,085	\$ 1,865,726	\$ 1,892,803	\$ 1,892,803
82	Transfer from Solid Waste	148,600	192,297	192,297	192,297	192,297	192,297	192,297	192,297	192,297
83	Economic Development (4-B Sales Tax)	72,803	75,613	75,613	92,242	92,242	92,242	92,242	92,242	92,242
84	Transfer from Hotel-Motel	53,134	56,302	56,302	56,637	56,637	56,637	56,637	56,637	56,637
85	Transfer in Pilot Franchise Tax	514,413	528,513	528,513	528,513	543,862	551,726	559,718	567,841	567,841
86	Transfer from Transportation I & S Fund	119,000	-	-	-	-	-	-	-	-
87	Transfer from Debt Service		-	-	-	-	-	-	-	-
88	Transfer from One Time Project Fund		-	-	-	-	-	-	-	-
89	Total Other Financing Sources	\$ 2,622,660	\$ 2,614,435	\$ 2,614,435	\$ 2,631,399	\$ 2,697,912	\$ 2,731,987	\$ 2,766,620	\$ 2,801,820	\$ 2,801,820
90										
91	GENERAL FUND REVENUE TOTAL	\$ 32,631,175	\$ 32,906,358	\$ 32,067,919	\$ 32,619,360	\$ 33,498,498	\$ 34,215,869	\$ 34,956,677	\$ 35,721,720	\$ 36,476,049

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL FUND
EXPENDITURE DETAIL

PROPOSED

	GENERAL FUND EXPENDITURES	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	GENERAL GOVERNMENT									
2	Mayor & Council	\$ 110,167	\$ 136,759	\$ 134,859	\$ 140,897	\$ 142,306	\$ 143,729	\$ 145,166	\$ 146,618	\$ 148,084
3	City Administration	672,029	703,334	744,588	705,922	712,981	720,111	727,312	734,586	741,931
5	Human Resources	304,805	336,315	316,999	348,242	351,725	355,242	358,794	362,382	366,006
6	Information Systems	699,683	790,621	814,031	820,205	828,407	836,691	845,058	853,508	862,043
7	Public Information Office	131,119	187,338	171,328	168,533	170,218	171,921	173,640	175,376	177,130
8	Library Services	981,807	941,561	943,049	934,996	944,346	953,789	963,327	972,960	982,690
9	Non-Departmental	254,829	309,252	289,252	589,792	595,690	601,647	607,663	613,740	619,877
10	TOTAL GENERAL GOVERNMENT	\$ 3,154,440	\$ 3,405,180	\$ 3,414,106	\$ 3,708,587	\$ 3,745,673	\$ 3,783,129	\$ 3,820,961	\$ 3,859,170	\$ 3,897,762
11	FINANCE									
12	Finance Administration	\$ 721,436	\$ 778,218	\$ 773,323	\$ 792,642	\$ 800,569	\$ 808,574	\$ 816,660	\$ 824,827	\$ 833,075
13	Municipal Court	472,616	502,610	493,092	482,262	487,085	491,956	496,875	501,844	506,862
14	Purchasing	93,169	101,913	109,582	113,731	114,868	116,017	117,177	118,349	119,532
15	City Marshal's Office	113,941	122,460	89,268	131,107	132,418	133,742	135,079	136,430	137,794
16	TOTAL FINANCE	\$ 1,401,162	\$ 1,505,201	\$ 1,465,265	\$ 1,519,742	\$ 1,534,939	\$ 1,550,289	\$ 1,565,791	\$ 1,581,449	\$ 1,597,264
17	PARKS AND RECREATION									
18	Parks and Recreation Admin	\$ 259,472	\$ 273,435	\$ 273,814	\$ 254,663	\$ 257,210	\$ 259,782	\$ 262,380	\$ 265,003	\$ 267,653
19	Recreation Programming	376,064	395,876	379,870	401,710	405,727	409,784	413,882	418,021	422,201
20	Special Events	159,383	198,780	69,188	208,183	210,265	212,367	214,491	216,636	218,802
21	Athletic Programming	410,257	443,575	380,575	425,373	429,627	433,923	438,262	442,645	447,071
22	Horticulture	167,927	177,565	174,565	176,298	178,061	179,842	181,640	183,456	185,291
23	Park Grounds Maintenance	1,235,170	1,370,696	1,171,193	1,327,185	1,340,457	1,353,862	1,367,400	1,381,074	1,394,885
24	Building Services	845,952	890,663	856,794	881,280	890,093	898,994	907,984	917,064	926,234
25	Senior Center	192,676	240,823	174,426	209,949	212,049	214,169	216,311	218,474	220,659
26	TOTAL PARKS & RECREATION	\$ 3,646,900	\$ 3,991,412	\$ 3,480,425	\$ 3,884,641	\$ 3,923,487	\$ 3,962,722	\$ 4,002,349	\$ 4,042,373	\$ 4,082,797
27	POLICE									
28	Police Administration	\$ 538,817	\$ 554,675	\$ 549,301	\$ 552,907	\$ 558,436	\$ 564,020	\$ 569,660	\$ 575,357	\$ 581,110
29	Patrol	4,343,720	4,889,288	4,826,063	4,832,383	4,880,707	4,929,514	4,978,809	5,028,597	5,078,883
30	Criminal Investigation	1,416,553	1,479,462	1,441,466	1,492,834	1,507,763	1,522,840	1,538,069	1,553,449	1,568,984
31	Special Services	441,165	380,341	371,061	511,954	517,073	522,244	527,466	532,741	538,068
32	Animal Control	418,869	435,033	460,351	477,758	482,536	487,361	492,235	497,157	502,128
33	School Guards	79,568	84,550	64,000	85,211	86,063	86,924	87,793	88,671	89,558
34	Crime Prevention	152,511	151,235	148,210	151,748	153,265	154,798	156,346	157,909	159,489
35	Communications / Records	1,162,862	1,211,653	1,232,049	1,319,716	1,332,913	1,346,243	1,359,705	1,373,302	1,387,035
36	Detention Services	308,584	319,737	319,662	270,000	272,700	275,427	278,181	280,963	283,773
37	TOTAL POLICE	\$ 8,862,650	\$ 9,505,974	\$ 9,412,163	\$ 9,694,511	\$ 9,791,456	\$ 9,889,370	\$ 9,988,264	\$ 10,088,147	\$ 10,189,028

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL FUND
EXPENDITURE DETAIL

PROPOSED

	GENERAL FUND EXPENDITURES	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
38	PUBLIC WORKS									
39	Engineering / Planning	\$ 392,535	\$ 403,059	\$ 420,435	\$ 387,903	\$ 391,782	\$ 395,700	\$ 399,657	\$ 403,654	\$ 407,690
40	Building Inspection	591,448	480,172	572,502	507,481	512,556	517,682	522,858	528,087	533,368
41	Streets	3,024,312	3,550,038	3,602,414	3,543,590	3,579,026	3,614,817	3,650,965	3,687,474	3,724,349
42	Traffic Operations	623,537	870,772	1,030,652	926,743	936,011	945,371	954,824	964,373	974,016
43	Planning	177,874	219,433	198,098	159,358	160,951	162,561	164,187	165,828	167,487
44	Code Services	230,789	270,566	288,181	266,308	268,971	271,661	274,377	277,121	279,892
45	Equipment Services	1,025,289	1,136,239	1,068,240	1,083,139	1,093,970	1,104,910	1,115,959	1,127,119	1,138,390
46	TOTAL PUBLIC WORKS	\$ 6,065,783	\$ 6,930,279	\$ 7,180,523	\$ 6,874,523	\$ 6,943,268	\$ 7,012,701	\$ 7,082,828	\$ 7,153,656	\$ 7,225,193
47	FIRE									
48	Fire Administration	\$ 611,204	\$ 633,825	\$ 628,486	\$ 649,945	\$ 656,445	\$ 663,009	\$ 669,639	\$ 676,336	\$ 683,099
49	Fire Prevention	290,107	244,277	293,341	254,258	256,801	259,369	261,963	264,582	267,228
50	Fire Suppression	4,268,594	4,294,259	4,215,509	4,330,457	4,373,761	4,417,499	4,461,674	4,506,291	4,551,354
51	Advanced Life Support	1,542,286	1,700,743	1,658,310	1,697,817	1,714,795	1,731,943	1,749,262	1,766,755	1,784,422
52	Emergency Management Administrator	130,514	136,142	136,142	140,409	141,813	143,232	144,664	146,111	147,572
53	TOTAL FIRE	\$ 6,842,706	\$ 7,009,246	\$ 6,931,788	\$ 7,072,886	\$ 7,143,615	\$ 7,215,051	\$ 7,287,202	\$ 7,360,074	\$ 7,433,675
54										
55	Transfer to Fund 007 Medical Insurance	\$ -	\$ 340,400	\$ 340,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
56	Medical Insurance Fund Dissolution	-	-	167,510	-	-	-	-	-	-
57	Transfer To One Time Project Fund From Fund Balance	1,113,895	425,662	425,662	-	-	-	-	-	-
58	Transfer To Grant Fund	22,542	15,000	15,000	95,000	15,000	95,000	15,000	95,000	95,000
59	Transfer to Emergency (COVID-19) Fund	-	-	170,000	-	-	-	-	-	-
60	Transfer To Streets CIP Fund	48,100	-	72,790	265,000	1,800,000	1,250,000	110,000	1,250,000	502,500
61	Reserve For TIF	40,225	53,000	21,448	73,019	75,575	78,220	80,957	83,791	86,724
62	Reserve for P-25 Compliant Public Safety Radios	-	350,000	350,000	838,003	-	-	-	-	-
63	Economic Incentive Grants (Ends 01/20)	300,000	100,000	100,000	-	-	-	-	-	-
64	Loan Payment (Ends 12/21)	240,228	240,228	240,228	240,228	60,057	-	-	-	-
65	TOTAL TRANSFERS AND OTHER	1,764,991	1,524,290	1,903,038	1,511,250	1,950,632	1,423,220	205,957	1,428,791	684,224
66										
67	TOTAL GENERAL FUND EXPEND.	\$ 31,738,632	\$ 33,871,582	\$ 33,787,308	\$ 34,266,139	\$ 35,033,070	\$ 34,836,482	\$ 33,953,353	\$ 35,513,660	\$ 35,109,942

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
UTILITY FUND
WATER & WASTEWATER SERVICES

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Residential Water Sales	\$ 5,268,695	\$ 5,300,000	\$ 5,400,000	\$ 5,400,000	\$ 5,508,000	\$ 5,618,160	\$ 5,730,523	\$ 5,845,134	\$ 5,962,036
2	Multi-Family Water Sales	794,549	750,000	770,000	770,000	785,400	801,108	817,130	833,473	850,142
3	Commercial Water Sales	1,365,147	1,350,000	1,340,000	1,360,000	1,387,200	1,414,944	1,443,243	1,472,108	1,501,550
4	Water Sales Other	1,235	-	1,000	1,000	1,020	1,040	1,061	1,082	1,104
5	Water Sales Irrigation	467,413	480,000	510,000	510,000	520,200	530,604	541,216	552,040	563,081
6	Water Taps	10,344	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
7	Schools Water Sales	144,845	150,000	155,000	165,000	168,300	171,666	175,099	178,601	182,173
8	Reimbursement for Summit Tank	548	-	600	600	600	600	600	600	600
9	TOTAL WATER REVENUES	\$ 8,052,776	\$ 8,040,000	\$ 8,186,600	\$ 8,216,600	\$ 8,380,720	\$ 8,548,122	\$ 8,718,873	\$ 8,893,038	\$ 9,070,687
10										
11	Residential Sewer Service	\$ 6,736,681	\$ 6,300,000	\$ 6,500,000	\$ 6,500,000	\$ 6,565,000	\$ 6,630,650	\$ 6,696,957	\$ 6,763,926	\$ 6,831,565
12	Multi - Family Sewer Service	1,491,331	1,400,000	1,455,000	1,455,000	1,469,550	1,484,246	1,499,088	1,514,079	1,529,220
13	Commercial Sewer Service	1,471,387	1,350,000	1,450,000	1,470,000	1,484,700	1,499,547	1,514,542	1,529,688	1,544,985
14	Sewer Taps	4,128	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
15	Schools Sewer Sales	123,556	130,000	117,000	123,000	124,230	125,472	126,727	127,994	129,274
16	TOTAL SEWER REVENUES	\$ 9,827,083	\$ 9,183,600	\$ 9,525,600	\$ 9,551,600	\$ 9,647,080	\$ 9,743,515	\$ 9,840,914	\$ 9,939,287	\$ 10,038,644
17										
18	Interest on Investments	\$ 206,475	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
19	Sale of Fixed Assets	1,228	-	-	-	-	-	-	-	-
19	Refunds from Trinity River Authority	27,984	-	326,883	-	-	-	-	-	-
20	Service Charges	128,195	130,000	89,000	130,000	130,000	130,000	130,000	130,000	130,000
21	Miscellaneous Income	11,991	5,000	5,000	5,000	5,050	5,101	5,152	5,203	5,255
22	Cash Over And Short	(207)	-	-	-	-	-	-	-	-
23	Auction Proceeds	-	-	-	-	-	-	-	-	-
23	Return Check Fees	7,490	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
24	Scrap Metal Sales	4,510	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
25	City Services Reimbursements	47,131	-	26,000	26,000	26,000	26,000	26,000	26,000	26,000
26	Penalties	167,451	130,000	130,000	165,000	166,650	168,317	170,000	171,700	173,417
27	TOTAL OTHER REVENUE	\$ 602,248	\$393,500	\$ 705,383	\$454,500	\$456,200	\$457,917	\$459,651	\$461,403	\$463,172
28										
29	TOTAL REVENUES	\$ 18,482,107	\$ 17,617,100	\$ 18,417,583	\$ 18,222,700	\$ 18,484,000	\$ 18,749,554	\$ 19,019,438	\$ 19,293,728	\$ 19,572,503

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
UTILITY FUND
WATER & WASTEWATER SERVICES

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
30										
31	EXPENDITURES									
32	Utility Accounting	\$ 1,026,528	\$ 1,169,420	\$ 1,274,620	\$ 1,091,798	\$ 1,102,716	\$ 1,113,743	\$ 1,124,881	\$ 1,136,130	\$ 1,147,491
33	Utility Administration	491,720	391,729	403,725	384,747	388,595	392,481	396,405	400,369	404,373
34	Water Services	3,996,241	4,514,065	4,395,520	4,643,674	4,875,857	5,119,650	5,375,633	5,644,414	5,926,635
35	Wastewater Services	5,359,634	5,876,545	6,366,139	5,796,452	5,995,725	6,194,997	6,394,270	6,593,543	6,792,816
36	TOTAL OPERATING EXPEND.	\$ 10,874,123	\$ 11,951,759	\$ 12,440,004	\$ 11,916,671	\$ 12,362,893	\$ 12,820,872	\$ 13,291,189	\$ 13,774,457	\$ 14,271,315
37										
38	Debt Principal (Last Pymt. 02-15-2020)	\$ 345,000	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39	Interest on Debt	3,274	752	752	-	-	-	-	-	-
40	Paying Agent Fees	600	600	600	-	-	-	-	-	-
41	Transfer to General Fund	1,714,710	1,761,710	1,761,710	1,761,710	1,812,874	1,839,085	1,865,726	1,892,803	1,892,803
42	Transfer to CIP	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
43	Transfer Out Pilot Franchise Tax	514,413	528,513	528,513	528,513	543,862	551,726	559,718	567,841	567,841
44	Transfer to Emergency (COVID-19) Fund	-	-	14,700	-	-	-	-	-	-
45	Transfer Out to Medical Insurance Fund	-	41,200	41,200	-	-	-	-	-	-
46	Medical Insurance Fund Dissolution	-	-	23,614	-	-	-	-	-	-
47	TOTAL NON-OPER. EXPEND.	\$ 7,577,997	\$ 7,442,775	\$ 7,481,089	\$ 7,290,223	\$ 7,356,736	\$ 7,390,811	\$ 7,425,444	\$ 7,460,644	\$ 7,460,644
48										
49	TOTAL FUND EXPENDITURES	\$ 18,452,120	\$ 19,394,534	\$ 19,921,093	\$ 19,206,894	\$ 19,719,629	\$ 20,211,683	\$ 20,716,633	\$ 21,235,101	\$ 21,731,959
50										
51	FUND BALANCE SUMMARY									
52	Beginning Fund Balance	\$ 9,429,759	\$ 8,237,364	\$ 9,459,746	\$ 7,956,236	\$ 6,972,043	\$ 5,736,414	\$ 4,274,285	\$ 2,577,090	\$ 635,717
53	Change in Fund Balance	29,987	(1,777,434)	(1,503,510)	(984,194)	(1,235,629)	(1,462,128)	(1,697,195)	(1,941,373)	(2,159,457)
54	Ending Fund Balance	\$ 9,459,746	\$ 6,459,930	\$ 7,956,236	\$ 6,972,043	\$ 5,736,414	\$ 4,274,285	\$ 2,577,090	\$ 635,717	\$ (1,523,739)
53										
54	Operating Reserve	3,033,225	3,188,143	3,274,700	3,157,298	3,241,583	3,322,468	3,405,474	3,490,701	3,572,377
55	Fund Balance Over Reserve	\$ 6,426,521	\$ 3,271,787	\$ 4,681,536	\$ 3,814,745	\$ 2,494,831	\$ 951,817	\$ (828,384)	\$ (2,854,984)	\$ (5,096,116)
56										
57	Days Operating Expenditures	187	122	146	132	106	77	45	11	(26)

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
DRAINAGE FUND

PROPOSED

Page 10 of 24

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Logic Interest	\$ 2,559	\$ -	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Residential	480,423	477,000	481,000	481,000	481,000	481,000	481,000	481,000	481,000
4	Commercial & Multi Family	178,219	260,000	262,000	288,000	288,000	288,000	288,000	288,000	288,000
5	Total for Drainage Charges	\$ 661,200	\$ 737,000	\$ 744,200	\$ 769,000	\$ 769,000	\$ 769,000	\$ 769,000	\$ 769,000	\$ 769,000
6	City Services Reimbursement by Property Owner (Bagwall)	20,646	10,000	21,423	10,000	10,000	10,000	10,000	10,000	10,000
7	TOTAL REVENUES	\$ 681,846	\$ 747,000	\$ 765,623	\$ 779,000	\$ 779,000	\$ 779,000	\$ 779,000	\$ 779,000	\$ 779,000
8	EXPENDITURES									
9	Drainage Admin, Operations, Phase II	\$ 351,140	\$392,633	\$393,831	\$ 362,672	\$ 366,299	\$ 369,962	\$ 373,661	\$ 377,398	\$ 381,172
10	Erosion Control	105,444	60,000	-	60,000	60,000	60,000	60,000	60,000	60,000
11	Capital Projects	148,879	669,669	637,561	391,932	325,000	326,000	36,000	1,204,000	25,000
12	Transfer to Medical Insurance Fund	-	6,400	8,983	-	-	-	-	-	-
13	TOTAL EXPENDITURES	\$ 605,463	\$ 1,128,702	\$ 1,040,375	\$ 814,604	\$ 751,299	\$ 755,962	\$ 469,661	\$ 1,641,398	\$ 466,172
14										
15	NET REVENUES	\$ 76,384	\$ (381,702)	\$ (274,752)	\$ (35,604)	\$ 27,701	\$ 23,038	\$ 309,339	\$ (862,398)	\$ 312,828
16										
17	BEGINNING BALANCE	\$ 980,818	\$ 844,765	\$ 1,057,202	\$ 782,450	\$ 746,846	\$ 774,547	\$ 797,585	\$ 1,106,924	\$ 244,526
18										
19	ENDING BALANCE	\$ 1,057,202	\$ 463,063	\$ 782,450	\$ 746,846	\$ 774,547	\$ 797,585	\$ 1,106,924	\$ 244,526	\$ 557,354

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
UTILITY FUND
SOLID WASTE SERVICES

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	REVENUES									
2	Garbage Collection Fees (Residential)	\$ 2,483,120	\$ 3,101,961	\$ 3,330,000	\$ 3,420,000	\$ 3,420,000	\$ 3,420,000	\$ 3,420,000	\$ 3,420,000	\$ 3,420,000
3	Landfill Fees (Commercial)	424,496	430,000	430,000	430,000	430,000	430,000	430,000	430,000	430,000
4	Commercial Collection (Franchise Receipts)	206,916	210,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000
5	Commercial Collection	84,598	97,973	97,973	98,000	98,000	98,000	98,000	98,000	98,000
6	Interest on Investments	20,654	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
7	TOTAL REVENUE	\$ 3,219,784	\$ 3,845,934	\$ 4,083,973	\$ 4,174,000	\$ 4,174,000	\$ 4,174,000	\$ 4,174,000	\$ 4,174,000	\$ 4,174,000
8										
9	EXPENDITURES									
10	Solid Waste Budget	\$ 2,553,498	\$ 3,407,604	\$ 3,494,662	\$ 3,796,084	\$ 3,834,044	\$ 3,872,385	\$ 3,911,109	\$ 3,950,220	\$ 3,989,722
11	Litter Control	246,218	260,753	256,753	249,188	\$ 251,680	\$ 254,197	\$ 256,739	\$ 259,306	\$ 261,899
12	TOTAL OPERATING EXPENSE	\$ 2,799,716	\$ 3,668,356	\$ 3,751,415	\$ 4,045,272	\$ 4,085,725	\$ 4,126,582	\$ 4,167,848	\$ 4,209,526	\$ 4,251,621
13										
14	Transfer to CIP (Alley Repairs)	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
15	Transfer to General Fund	148,600	192,297	192,297	192,297	192,297	192,297	192,297	192,297	192,297
16	Transfer to Medical Insurance Fund	-	8,400	12,090	-	-	-	-	-	-
17	Transfer to Emergency Fund (COVID)	-	-	1,500	-	-	-	-	-	-
17	TOTAL EXPENDITURES	\$ 3,148,316	\$ 4,069,053	\$ 4,107,302	\$ 4,387,569	\$ 4,428,022	\$ 4,468,879	\$ 4,510,145	\$ 4,551,823	\$ 4,593,918
18										
18	FUND BALANCE SUMMARY									
19	Beginning Balance	\$ 591,988	\$ 515,372	\$ 663,456	\$ 640,128	\$ 426,559	\$ 172,538	\$ (122,341)	\$ (458,486)	\$ (836,309)
19	Change in Fund Balance	71,468	(223,119)	(23,328)	(213,569)	(254,022)	(294,879)	(336,145)	(377,823)	(419,918)
20	Ending Fund Balance	\$ 663,456	\$ 292,253	\$ 640,128	\$ 426,559	\$ 172,538	\$ (122,341)	\$ (458,486)	\$ (836,309)	\$ (1,256,228)

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
HOTEL-MOTEL TAX FUND

PROPOSED

Page 12 of 24

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Motel 6	77,956	65,000	52,155	55,250	55,250	55,250	55,250	55,250	55,250
2	Holiday Inn Express	150,458	144,000	103,032	122,400	122,400	122,400	122,400	122,400	122,400
3	Hilton Garden Inn	289,270	305,000	177,237	255,000	255,000	255,000	255,000	255,000	255,000
4	Best Western	117,051	126,000	77,104	100,300	100,300	100,300	100,300	100,300	100,300
5	Alla's Bed and Breakfast	3,603	4,600	1,544	3,060	3,060	3,060	3,060	3,060	3,060
6	Roadway Inn	31,606	-	-	-	-	-	-	-	-
7	La Quinta	122,955	130,000	94,410	106,250	106,250	106,250	106,250	106,250	106,250
8	Hampton Inn and Suites (Jan 2019)	15,475	130,000	90,000	110,500	110,500	110,500	110,500	110,500	110,500
9	Hotel-Motel Taxes	\$ 808,374	\$ 904,600	\$ 595,482	\$ 752,760	\$ 752,760	\$ 752,760	\$ 752,760	\$ 752,760	\$ 752,760
10	Interest on Investments	5,126	3,500	2,400	2,400	2,400	2,400	2,400	2,400	2,400
11	TOTAL REVENUES	\$ 813,500	\$ 908,100	\$ 597,882	\$ 755,160	\$ 755,160	\$ 755,160	\$ 755,160	\$ 755,160	\$ 755,160
12	EXPENDITURES									
13	CVB Cost Center									
14	Administrative Salary/Benefits	33,377	34,612	34,612	34,680	34,680	34,680	34,680	34,680	34,680
15	Office/ Misc Supplies	-	600	600	600	600	600	600	600	600
16	Postage	-	50	50	50	50	50	50	50	50
17	Marketing	-	2,000	2,000	4,000	4,000	4,000	4,000	4,000	4,000
18	Dues and Subscriptions	1,475	1,757	1,757	1,757	1,757	1,757	1,757	1,757	1,757
19	Travel and Training	1,067	3,195	1,400	2,995	2,995	2,995	2,995	2,995	2,995
20	Advertising - General	-	31,152	16,402	31,152	31,152	31,152	31,152	31,152	31,152
21	Advertising- Way-Finding Project	-	150,000	-	150,000	150,000	150,000	150,000	150,000	150,000
22	Advertising- Fieldhouse Sports Tourism	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
23	Insurance (Liability)	3,667	3,667	3,667	3,557	3,557	3,557	3,557	3,557	3,557
24	Legal & Professional	-	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250
25	Multi-Cultural Fusion Fest	-	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000
26	Other Costs and Event Sponsorships	9,338	-	-	-	-	-	-	-	-
27	Convention Center Feasibility Study	1,954	-	-	-	-	-	-	-	-
28	Major Event Planning	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
29	Grants/Incentives									
29-1	Sandra Meadows Tournament (Lions Club)	40,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
29-2	Great American Sports (GASO)	35,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
29-3	Five Star Camp Sponsorship	-	-	-	-	-	-	-	-	-
29-4	Smokin' Blues and BBQ Festival	-	-	-	-	-	-	-	-	-
29-5	Duncanville Football Classic (ALW)	25,000	-	-	45,000	-	-	-	-	-
29-6	Duncanville Chamber of Commerce (Visitor Center)	17,760	33,445	33,445	33,445	33,445	33,445	33,445	33,445	33,445
29-7	Hampton Inn and Suites Incentive Tax Rebate	-	-	-	45,000	38,675	38,675	45,500	45,500	45,500
30	Promoting the Arts Applicant Pool Available *State Law limits Promotion of the Arts to 15% of gross HOT									
30-1	Duncanville Community Theatre	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
30-2	Museum of International Cultures	58,924	40,000	40,000	-	-	-	-	-	-
31	Transfer to General Fund For Admin. Overhead	53,134	56,302	56,302	56,637	56,637	56,637	56,637	56,637	56,637
32	Transfer to Medical Fund for One-Time and Medical Fund Dissolution	-	-	365	-	-	-	-	-	-
33	TOTAL EXPENDITURES	\$ 310,696	\$ 688,030	\$ 511,850	\$ 740,123	\$ 688,798	\$ 688,798	\$ 695,623	\$ 695,623	\$ 695,623
34										
35	NET REVENUES	\$ 502,804	\$ 220,070	\$ 86,032	\$ 15,037	\$ 66,362	\$ 66,362	\$ 59,537	\$ 59,537	\$ 59,537
36										
37	BEGINNING BALANCE	\$ 1,405,334	\$ 1,487,020	\$ 1,908,138	\$ 1,994,169	\$ 2,009,206	\$ 2,075,568	\$ 2,141,930	\$ 2,201,467	\$ 2,261,005
38										
39	ENDING BALANCE	\$ 1,908,138	\$ 1,707,090	\$ 1,994,169	\$ 2,009,206	\$ 2,075,568	\$ 2,141,930	\$ 2,201,467	\$ 2,261,005	\$ 2,320,542

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 PROPOSED BUDGET
DUNCANVILLE COMMUNITY & ECONOMIC
DEVELOPMENT CORPORATION BOARD

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	REVENUES									
2	4-B Sales Tax	\$ 2,677,425	\$ 2,627,174	\$ 2,463,231	\$ 2,438,231	\$ 2,438,231	\$ 2,438,231	\$ 2,438,231	\$ 2,438,231	\$ 2,438,231
3	Interest Income	47,791	16,000	21,000	20,000	20,000	20,000	20,000	20,000	20,000
4	Total Revenue	\$ 2,725,216	\$ 2,643,174	\$ 2,484,231	\$ 2,458,231	\$ 2,458,231	\$ 2,458,231	\$ 2,458,231	\$ 2,458,231	\$ 2,458,231
5	EXPENSES									
6	Annual Recurring Expenditures									
7	Economic Development	\$ 288,357	\$ 337,111	\$ 372,597	\$ 335,378	\$ 338,732	\$ 342,119	\$ 345,541	\$ 348,996	\$ 352,486
8	KDB	9,697	12,081	9,297	12,000	12,120	12,241	12,364	12,487	12,612
9	Transfer to General Fund	72,803	75,613	75,613	92,242	96,185	96,192	96,918	97,234	57,258
10	Sub-Total Annual Recurring Expenditures	\$ 370,857	\$ 424,805	\$ 457,507	\$ 439,620	\$ 447,037	\$ 450,553	\$ 454,822	\$ 458,717	\$ 422,356
11	Annual Program Expenditures									
12	Design Grants	\$ 19,467	\$ 60,000	\$ 60,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
13	Demo/Rebuild Program	-	100,000	100,000	150,000	150,000	150,000	150,000	150,000	150,000
14	Façade Incentives	-	25,000	25,000	60,000	60,000	60,000	60,000	60,000	60,000
15	Main Station Railroad Flats Water and Mowing Costs	-	100	100	100	100	100	100	100	100
16	Beautification	102,249	126,472	83,899	126,777	128,045	129,326	130,619	131,925	133,244
17	Sustainable Beautification	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
18	Sub-Total Annual Program Expenditures	\$ 121,716	\$ 326,572	\$ 283,999	\$ 391,877	\$ 393,145	\$ 394,426	\$ 395,719	\$ 397,025	\$ 398,344
19	Open and Completed Economic Development Project Expenditures									
20	W B Service Company (Projected end is FY18)	27,669	-	-	-	-	-	-	-	-
21	Hampton Inn Suites	45,000	-	-	-	-	-	-	-	-
22	Sub-Total Open Econ. Dev. Project Expenditures	\$ 72,669	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Debt Service Expenditures									
24	Fieldhouse Debt (Series 2016) Last pymt Feb. 2025	\$ 536,550	\$ 533,850	\$ 533,850	\$ 537,800	\$ 538,475	\$ 533,775	\$ 538,625	\$ 537,950	\$ -
25	Debt Service (Series 2016) Last pymt Feb. 2021	492,653	487,613	487,613	487,546	-	-	-	-	-
26	Paying Agent Fees	-	800	800	800	800	800	800	800	800
27	Sub-Total Debt Service Expenditures	\$ 1,029,203	\$ 1,022,263	\$ 1,022,263	\$ 1,026,146	\$ 539,275	\$ 534,575	\$ 539,425	\$ 538,750	\$ 800
28	Demo/Asbestos Abatement for Toyota Property	-	-	156,000	-	-	-	-	-	-
29	Business COVID Grants	-	-	250,000	-	-	-	-	-	-
30	Transfer to Medical Fund for One-Time & Dissolution	-	-	2,070	-	-	-	-	-	-
31	Total Expenditures	\$ 1,594,445	\$ 1,773,640	\$ 2,171,839	\$ 1,857,644	\$ 1,379,457	\$ 1,379,553	\$ 1,389,966	\$ 1,394,492	\$ 821,500
32	Net Profit (Loss)	\$ 1,130,771	\$ 869,534	\$ 312,392	\$ 600,587	\$ 1,078,774	\$ 1,078,678	\$ 1,068,265	\$ 1,063,738	\$ 1,636,730
33	FUND BALANCE									
34	BEGINNING BALANCE	\$ 1,855,208	\$ 2,550,462	\$ 2,985,979	\$ 3,298,370	\$ 3,898,958	\$ 4,977,731	\$ 6,056,409	\$ 7,124,673	\$ 8,188,412
35	ENDING BALANCE	\$ 2,985,979	\$ 3,419,996	\$ 3,298,370	\$ 3,898,958	\$ 4,977,731	\$ 6,056,409	\$ 7,124,673	\$ 8,188,412	\$ 9,825,142

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
FIELDHOUSE**PROPOSED**

	SOURCES & USES OF FUNDS	2018-19 ACTUALS	2019-20 ADOPTED	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	REVENUES									
1	Sponsorship	\$ 73,501	\$ 100,500	\$ 39,230	\$ 50,000	\$ 50,500	\$ 51,005	\$ 51,515	\$ 52,030	\$ 52,551
3	Marketing (Sponsorship)				-	-	-	-	-	-
2	Food and Beverage Sales	290,702	309,000	152,201	237,000	239,370	241,764	244,181	246,623	249,089
3	General Store - Merchandise	1,239	5,000	4,864	5,000	5,050	5,101	5,152	5,203	5,255
4	Beverage Partnership		-	-	-	-	-	-	-	-
4	Court and Facility Rentals	81,461	56,500	41,496	34,000	34,340	34,683	35,030	35,381	35,734
5	Basketball and Volleyball Court Rentals	286,732	435,000	230,410	355,000	358,550	362,136	365,757	369,414	373,109
6	League and Tournament	119,613	-	-	-	-	-	-	-	-
7	Other Sports	42,910	59,600	38,765	68,000	68,680	69,367	70,060	70,761	71,469
8	Camps and After School Program	306,651	276,000	140,254	226,000	228,260	230,543	232,848	235,177	237,528
9	Classes	47,320	64,000	37,571	30,000	30,300	30,603	30,909	31,218	31,530
10	Non Organization (Cash Over/Short)	(45)	-	-	-	-	-	-	-	-
11	Miscellaneous (includes Digital Sign Rev)	93,288	81,871	80,361	80,390	81,194	82,006	82,826	83,654	84,491
12	Total Revenue	\$ 1,343,371	\$ 1,387,471	\$ 765,152	\$ 1,085,390	\$ 1,096,244	\$ 1,107,206	\$ 1,118,279	\$ 1,129,461	\$ 1,140,756
13										
14	EXPENSES									
15	Administrative	\$ 1,046,360	\$ 1,109,422	\$ 938,237	\$ 924,580	\$ 933,826	\$ 943,164	\$ 952,595	\$ 962,121	\$ 971,743
16	Marketing				-	-	-	-	-	-
16	Food Court/Café	102,300	175,705	139,705	131,740	133,057	134,388	135,732	137,089	138,460
17	General Store	80,115	3,750	1,250	3,750	3,788	3,825	3,864	3,902	3,941
18	Beverage Partnership				-	-	-	-	-	-
18	Camps	87,538	78,000	38,250	83,500	84,335	85,178	86,030	86,890	87,759
19	Classes	4,799	5,110	1,110	-	-	-	-	-	-
20	Other	4,096	9,550	7,550	9,550	9,646	9,742	9,839	9,938	10,037
21	Debt Service - Principal (Ends FY25)	435,000	450,000	450,000	470,000	485,000	495,000	515,000	530,000	
22	Debt Service - Interest (Ends FY25)	99,375	83,850	83,850	67,800	53,475	38,775	23,625	7,950	
23	Debt Service - Paying Agent Fees	450	500	500	500	500	500	500	500	
24	Transfer out to Medical Ins Fund		2,640	6,330	-	-	-	-	-	-
25			-	-	0	0	0	0	0	0
25	Total Expenses	\$ 1,860,032	\$ 1,918,527	\$ 1,666,782	\$ 1,691,420	\$ 1,703,626	\$ 1,710,572	\$ 1,727,185	\$ 1,738,391	\$ 1,211,940
26										
27	Net Income(Loss) Before Transfer from DCEDC	\$ (516,661)	\$ (531,056)	\$ (901,630)	\$ (606,030)	\$ (607,382)	\$ (603,366)	\$ (608,907)	\$ (608,930)	\$ (71,185)
28										
29	Transfer In from DCEDC for Debt Service Only	536,550	533,850	533,850	537,800	538,475	533,775	538,625	537,950	
30										
31	Net Income (Loss)	\$ 19,889	\$ 2,794	\$ (367,780)	\$ (68,230)	\$ (68,907)	\$ (69,591)	\$ (70,282)	\$ (70,980)	\$ (71,185)
32										
33	FUND BALANCE									
34	BEGINNING BALANCE	\$ (1,192,531)	\$ (1,102,293)	\$ (1,172,642)	\$ (1,540,423)	\$ (1,608,652)	\$ (1,677,559)	\$ (1,747,150)	\$ (1,817,432)	\$ (1,888,412)
35										
36	ENDING BALANCE	\$ (1,172,642)	\$ (1,099,499)	\$ (1,540,423)	\$ (1,608,652)	\$ (1,677,559)	\$ (1,747,150)	\$ (1,817,432)	\$ (1,888,412)	\$ (1,959,596)

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
TIF TAX INCREMENT FINANCING

PROPOSED

Page 15 of 24

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Transfer In from General Fund	40,225	53,000	21,448	73,019	75,575	78,220	80,957	83,791	86,724
2										
3	TOTAL REVENUES	\$ 40,225	\$ 53,000	\$ 21,448	\$ 73,019	\$ 75,575	\$ 78,220	\$ 80,957	\$ 83,791	\$ 86,724
4	EXPENDITURES									
5	Office Supplies	-	200	200	200	200	200	200	200	200
6	Contractual Services	-	2,050	2,050	2,050	2,050	2,050	2,050	2,050	2,050
7	Construction	-	-	-	-	-	-	-	-	-
8	Legal/Professional	-	500	500	500	500	500	500	500	500
9	TOTAL EXPENDITURES	\$ -	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750
10										
11	NET REVENUES	\$ 40,225	\$ 50,250	\$ 18,698	\$ 70,269	\$ 72,825	\$ 75,470	\$ 78,207	\$ 81,041	\$ 83,974
12										
13	BEGINNING BALANCE	\$ 196,642	\$ 231,217	\$ 236,867	\$ 255,565	\$ 325,834	\$ 398,659	\$ 474,128	\$ 552,336	\$ 633,377
14										
15	ENDING BALANCE	\$ 236,867	\$ 281,467	\$ 255,565	\$ 325,834	\$ 398,659	\$ 474,128	\$ 552,336	\$ 633,377	\$ 717,351

NOTE: FY20 Revised Budget - actual revenue was \$70,550 but an adjustment was made due to a previous year entry error.

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
Asset Forfeiture Funds

EXHIBIT A

PROPOSED

Page 16 of 24

	SOURCES & USES	2018-19	2019-20	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
	OF FUNDS	ACTUAL	BUDGET	REVISED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	REVENUES									
1	Abandoned Asset Forfeiture	\$ 13,104	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300
2	State Asset Forfeiture	160,963	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
3	Federal Asset Forfeiture	71,267	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
4	TOTAL REVENUES	\$ 245,333	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800
5	EXPENDITURES									
6	Abandoned Asset Forfeiture	\$ -	\$ -	\$ 1,128	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	State Asset Forfeiture	66,375	40,000	37,000	20,000	20,000	20,000	20,000	20,000	20,000
8	Federal Asset Forfeiture	89,419	69,850	177,947	108,011	108,011	108,011	108,011	108,011	108,011
9	TOTAL EXPENDITURES	\$ 155,794	\$ 109,850	\$ 216,075	\$ 128,011	\$ 128,011	\$ 128,011	\$ 128,011	\$ 128,011	\$ 128,011
10										
11	NET REVENUES	\$ 89,539	\$ (73,050)	\$ (179,275)	\$ (91,211)	\$ (91,211)	\$ (91,211)	\$ (91,211)	\$ (91,211)	\$ (91,211)
12										
13	BEGINNING BALANCE	\$ 304,763	\$ 176,702	\$ 394,302	\$ 215,027	\$ 123,816	\$ 32,605	\$ (58,606)	\$ (149,817)	\$ (241,028)
14										
15	ENDING BALANCE	\$ 394,302	\$ 103,652	\$ 215,027	\$ 123,816	\$ 32,605	\$ (58,606)	\$ (149,817)	\$ (241,028)	\$ (332,239)

EXHIBIT A

CITY OF DUNCANVILLE+AC1:AY40
 FISCAL YEAR 2020-21 BUDGET
 FLEET & EQUIPMENT REPLACEMENT FUND
 FIVE YEAR PLAN
 FOR THE FISCAL YEARS 2021 THRU 2026 BUDGETS

PROPOSED

		40% Contribution		40% GF 70% UF 50% SW	40% Contributions	100% Contributions	100% Contributions	100% Contributions	100% Contributions	100% Contributions
	SOURCES & USES	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	Interest Income	\$ 36,251	\$ 15,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
2	Gain / Loss on Sale of Fixed Assets	135,479	-		-	-	-	-	-	-
3	Insurance Recovery	9,530	-	1,296	-	-	-	-	-	-
4	General Fund Contributions	483,226	481,724	481,724	463,914	1,158,324	1,301,221	1,337,537	1,368,010	1,392,431
5	Utility Fund Contributions	99,241	195,462	195,462	110,538	270,545	280,609	312,250	327,644	335,045
6	Solid Waste Fund Contributions	7,180	8,976	8,976	7,606	17,705	17,705	17,705	17,705	17,705
7	Total Revenue	\$ 770,908	\$ 701,162	\$ 707,458	\$ 597,058	\$ 1,461,573	\$ 1,614,535	\$ 1,682,492	\$ 1,728,359	\$ 1,760,180
8										
9	EXPENSES									
10	Other Equipment									
11	Vehicles and Equipment	1,202,996	641,345	1,137,698	1,173,463	2,209,191	1,423,846	1,644,417	1,848,611	1,213,589
12										
13	Total Expenses	\$ 1,202,996	\$ 641,345	\$ 1,137,698	\$ 1,173,463	\$ 2,209,191	\$ 1,423,846	\$ 1,644,417	\$ 1,848,611	\$ 1,213,589
14										
15	Net Income	\$ (432,089)	\$ 59,817	\$ (430,240)	\$ (576,405)	\$ (747,618)	\$ 190,688	\$ 38,075	\$ (120,253)	\$ 546,591
16										
17	FUND BALANCE									
18										
19	BEGINNING BALANCE	\$ 2,656,871	\$ 2,060,536	\$ 2,224,782	\$ 1,794,542	\$ 1,218,136	\$ 470,519	\$ 661,207	\$ 699,282	\$ 579,029
20										
21	ENDING BALANCE	\$ 2,224,782	\$ 2,120,353	\$ 1,794,542	\$ 1,218,136	\$ 470,519	\$ 661,207	\$ 699,282	\$ 579,029	\$ 1,125,620

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
IT REPLACEMENT FUND

PROPOSED

SOURCES & USES		2018-19 ACTUAL	2019-20 BUDGET	30% Funding 2019-20 REVISED	Proposed 80% Funding 2020-21 BUDGET	100% Funding 2021-22 BUDGET	100% Funding 2022-23 BUDGET	100% Funding 2023-24 BUDGET	100% Funding 2024-25 BUDGET	100% Funding 2025-26 BUDGET
1	General Fund Contributions	\$ 183,232	\$ 44,652	\$ 44,652	\$ 114,240	\$ 145,971	\$ 145,971	\$ 145,971	\$ 145,971	\$ 145,971
2	Utility Fund Contributions	12,254	3,168	3,168	8,448	10,560	10,560	10,560	10,560	10,560
3	Eco. Development Fund Contributions	1,320	366	366	976	1,220	1,220	1,220	1,220	1,220
4	Field House Fund Contributions	7,404	1,380	1,380	4,096	5,120	5,120	5,120	5,120	5,120
5	Total Revenue	\$ 204,210	\$ 49,566	\$ 49,566	\$ 127,760	\$ 162,871	\$ 162,871	\$ 162,871	\$ 162,871	\$ 162,871
6										
7	EXPENSES									
8	IT Equipment Replacement	\$ 243,175	\$ 119,100	\$ 119,100	\$ 240,200	\$ 65,400	\$ 208,000	\$ 208,700	\$ 118,500	\$ 191,500
9										
10										
11	Total Expenses	\$ 243,175	\$ 119,100	\$ 119,100	\$ 240,200	\$ 65,400	\$ 208,000	\$ 208,700	\$ 118,500	\$ 191,500
12										
13	Net Income	\$ (38,965)	\$ (69,534)	\$ (69,534)	\$ (112,440)	\$ 97,471	\$ (45,129)	\$ (45,829)	\$ 44,371	\$ (28,629)
14										
15	FUND BALANCE									
16										
17	BEGINNING BALANCE	\$ 225,868	\$ 223,578	\$ 186,903	\$ 117,369	\$ 4,929	\$ 102,401	\$ 57,272	\$ 11,443	\$ 55,815
18										
19	ENDING BALANCE	\$ 186,903	\$ 154,044	\$ 117,369	\$ 4,929	\$ 102,401	\$ 57,272	\$ 11,443	\$ 55,815	\$ 27,186

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
COMPREHENSIVE SELF INSURANCE FUND
(LIABILITY AND WORKERS COMP)

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	General Fund Contributions	\$ 392,012	\$ 392,018	\$ 392,018	\$ 380,489	\$ 380,489	\$ 380,489	\$ 380,489	\$ 380,489	\$ 380,489
2	Utility Fund Contributions	53,465	53,465	53,465	51,861	51,861	51,861	51,861	51,861	51,861
3	Hotel Tax Fund Contributions	3,667	3,667	3,667	3,557	3,557	3,557	3,557	3,557	3,557
4	E.D.C. Fund Contributions	11,988	11,988	11,988	11,628	11,628	11,628	11,628	11,628	11,628
5	Solid Waste Fund Contribution	9,085	9,085	9,085	8,812	8,812	8,812	8,812	8,812	8,812
6	Drainage Fund Contribution	4,890	4,890	4,890	4,743	4,743	4,743	4,743	4,743	4,743
7	Fieldhouse Fund Contribution	7,335	7,335	7,335	7,115	7,115	7,115	7,115	7,115	7,115
8	Premiums	\$ 482,442	\$ 482,448	\$ 482,448	\$ 468,205	\$ 468,205	\$ 468,205	\$ 468,205	\$ 468,205	\$ 468,205
9	Pooled Interest Income	14,626	6,100	5,000	6,000	6,500	7,000	7,000	7,000	7,000
10	Total Revenue	\$ 497,068	\$ 488,548	\$ 487,448	\$ 474,205	\$ 474,705	\$ 475,205	\$ 475,205	\$ 475,205	\$ 475,205
11	EXPENSES									
12	Administrative and Insurance Premiums	\$ 267,158	\$ 299,296	\$ 300,788	\$ 365,141	\$ 372,443	\$ 379,892	\$ 387,490	\$ 395,240	\$ 403,145
13	Workers Compensation Claims	280,869	175,000	250,000	280,000	285,600	291,312	297,138	303,081	309,143
14	Liability Claims	61,643	60,000	60,000	61,200	62,424	63,672	64,946	66,245	67,570
15	Total Expenses	\$ 609,670	\$ 534,296	\$ 610,788	\$ 706,341	\$ 720,467	\$ 734,877	\$ 749,574	\$ 764,566	\$ 779,857
16										
17	Net Income	\$ (112,601)	\$ (45,748)	\$ (123,340)	\$ (232,136)	\$ (245,762)	\$ (259,672)	\$ (274,369)	\$ (289,361)	\$ (304,652)
18										
19	FUND BALANCE									
20										
21	BEGINNING BALANCE	\$ 824,039	\$ 737,160	\$ 711,438	\$ 588,098	\$ 355,962	\$ 110,200	\$ (149,472)	\$ (423,841)	\$ (713,202)
22										
23	ENDING BALANCE	\$ 711,438	\$ 691,413	\$ 588,098	\$ 355,962	\$ 110,200	\$ (149,472)	\$ (423,841)	\$ (713,202)	\$ (1,017,854)
24	Days of Fund Balance	426	472	351	184	56	(74)	(206)	(340)	(476)

EXHIBIT A

**CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
MEDICAL SELF INSURANCE FUND**

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED
1	Premiums			
2	Employer Health Premium Contributions	\$ 2,926,728	\$ 2,700,000	\$ 2,700,000
3	Employee/Dependent Health Premiums	566,238	564,035	564,035
4	COBRA Premiums	(1,915)		
5	Retirees Premiums	271,788	298,907	298,907
6	Interest Income	55,014	28,000	28,000
7	Miscellaneous	2,635		
8	Stop / Loss Reimbursement	2,180		
9	Transfer In One-Time Contribution All Funds	400,000	400,000	400,000
10	Transfer in for Medical Fund Dissolution			202,930
11	Total Revenue	\$4,222,668	\$3,990,942	\$ 4,193,872
12	Employee premium expense (fully insured)	\$ 3,329,938	\$ 3,288,884	\$ 3,288,884
13	Retiree premium expense (fully insured)	577,767	604,165	604,165
14	Contractual Services	47,784	37,080	37,080
15	Employee Health (self-insured)	10,527		
16	Employee Prescriptions (self-insured)			
17	Retiree Health Claims (self-insured)			
18	Retiree Prescription Claims (self-insured)			
19	Admin / Re-Ins Expenses	7,319	8,000	8,000
20	Miscellaneous	(570)	5,000	5,000
21	Total Expenses	\$ 3,972,766	\$ 3,943,129	\$ 3,943,129
22	Net Income (Loss)	\$ 249,902	\$ 47,813	\$ 250,743
23	FUND BALANCE			
24	BEGINNING BALANCE	(\$500,645)	(\$832,558)	(\$250,743)
25	ENDING BALANCE	(\$250,743)	(\$784,745)	\$0
	Days of Operations/Claims	(23)	(73)	0

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
GENERAL DEBT SERVICE FUND

PROPOSED

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Ad Valorem Taxes	\$ 1,322,190	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157	\$ 1,383,157
2	Delinquent Taxes	16,180	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
3	Penalties and Interest	15,956	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
4	Interest Earnings Debt Service	35,460	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
5	TOTAL REVENUES	\$ 1,389,786	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157	\$ 1,428,157
6										
7	EXPENDITURES									
8	Principal Retirement		\$ 340,000	\$ 340,000	\$ 720,000	\$ 755,000	\$ 795,000	\$ 825,000	\$ 855,000	\$ 890,000
9	Interest on Debt		1,140,642	1,140,642	763,632	726,757	688,007	655,757	630,557	595,481
10	Paying Agent Fees / Bonds Issuance Costs		600	600	600	600	600	600	600	600
11	Transfer to the General Fund		-	-	-	-	-	-	-	-
12	TOTAL EXPENDITURES	\$ -	\$ 1,481,242	\$ 1,481,242	\$ 1,484,232	\$ 1,482,357	\$ 1,483,607	\$ 1,481,357	\$ 1,486,157	\$ 1,486,081
13										
14	NET REVENUES	\$ 1,389,786	\$ (53,085)	\$ (53,085)	\$ (56,075)	\$ (54,200)	\$ (55,450)	\$ (53,200)	\$ (58,000)	\$ (57,924)
15										
16	FUND BALANCE									
17	BEGINNING BALANCE	\$ (9,292)	\$ 1,361,708	\$ 1,380,494	\$ 1,327,409	\$ 1,271,334	\$ 1,217,134	\$ 1,161,684	\$ 1,108,484	\$ 1,050,484
18										
19	ENDING BALANCE	\$ 1,380,494	\$ 1,308,623	\$ 1,327,409	\$ 1,271,334	\$ 1,217,134	\$ 1,161,684	\$ 1,108,484	\$ 1,050,484	\$ 992,560

EXHIBIT A

Page 22 of 24

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
STREET CIP FUND**PROPOSED**

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
	REVENUES									
1	Transfer from General Fund	\$ 48,100	\$ -	\$ 72,790	\$ 265,000	\$ 1,800,000	\$ 1,250,000	\$ 110,000	\$ 1,250,000	\$ 502,500
2	TOTAL REVENUES	\$ 48,100	\$ -	\$ 72,790	\$ 265,000	\$ 1,800,000	\$ 1,250,000	\$ 110,000	\$ 1,250,000	\$ 502,500
3	EXPENDITURES									
4	Wintergreen Rd & Main Intersection Improvements Eng & Phase I Construction/ROW		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Street CIP Projects	27,489		24,111	265,000	1,800,000	1,250,000	120,000	1,250,000	502,500
6	N. Main Street Improv. - Camp Wisdom to IH-20				-	-	-	-	-	-
7	Landscape Architectural I-20				-	-	-	-	-	-
8	Landscape - US 67 - Masterplan	16,771		48,679	-	-	-	-	-	-
9	TOTAL EXPENDITURES	\$ 44,260	\$ -	\$ 72,790	\$ 265,000	\$ 1,800,000	\$ 1,250,000	\$ 120,000	\$ 1,250,000	\$ 502,500
10										
11	NET REVENUES	\$ 3,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,000)	\$ -	\$ -
12										
13	BEGINNING BALANCE	\$ 64,735	\$ (1,015)	\$ 68,574	\$ 68,574	\$ 68,574	\$ 68,574	\$ 68,574	\$ 58,574	\$ 58,574
14										
15	ENDING BALANCE	\$ 68,574	\$ (1,015)	\$ 68,574	\$ 68,574	\$ 68,574	\$ 68,574	\$ 58,574	\$ 58,574	\$ 58,574

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
CIP ALLEY RECONSTRUCTION

PROPOSED

Page 23 of 24

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	REVENUES									
2	Transfer from Solid Waste	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
3	TOTAL REVENUES	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
4	EXPENDITURES									
5	Design - Digitize, Catalog, GIS draw		\$ 5,000	\$ 5,000		\$ -	\$ -	\$ -	\$ -	\$ -
6	Forest Hills No.4,8,&11 (Granada/ Flamingo)	229,394	-		-	-	-	-	-	-
7	Forest Hills No. 9,11,&13 (Madrid/Granada)	25,445	348,000	17,555	338,500	-	-	-	-	-
8	Forest Hills (E. Cherry/ E. Center)		-		40,000	303,500	-	-	-	-
9	Forest Hills (Center/Alexander)		-		-	-	55,000	418,500		
10	Wishing Star		-		-	-	-	-	40,000	308,500
11	TOTAL EXPENDITURES	\$ 254,839	\$ 353,000	\$ 22,555	\$ 378,500	\$ 303,500	\$ 55,000	\$ 418,500	\$ 40,000	\$ 308,500
12	NET REVENUES	\$ (54,839)	\$ (153,000)	\$ 127,445	\$ (228,500)	\$ (103,500)	\$ 145,000	\$ (218,500)	\$ 160,000	\$ (108,500)
13										
14	BEGINNING BALANCE	\$ 300,747	\$ 199,679	\$ 245,908	\$ 373,353	\$ 144,853	\$ 41,353	\$ 186,353	\$ (32,147)	\$ 127,853
15										
16	ENDING BALANCE	\$ 245,908	\$ 46,679	\$ 373,353	\$ 144,853	\$ 41,353	\$ 186,353	\$ (32,147)	\$ 127,853	\$ 19,353

EXHIBIT A

CITY OF DUNCANVILLE
FISCAL YEAR 2020-21 BUDGET
UTILITY FUND CIP
FIVE - YEAR PLAN FOR THE
FISCAL YEAR 2021-26 BUDGETS

PROPOSED

Page 24 of 24

	SOURCES & USES OF FUNDS	2018-19 ACTUAL	2019-20 BUDGET	2019-20 REVISED	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
1	REVENUES									
2	Transfer from Utility Fund	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
3	Interest Revenue	5,646	4,500	2,400	2,400	3,000	3,000	3,000	3,000	3,000
4	Total Revenue	\$ 5,005,646	\$ 5,004,500	\$ 5,002,400	\$ 5,002,400	\$ 5,003,000	\$ 5,003,000	\$ 5,003,000	\$ 5,003,000	\$ 5,003,000
5										
6	EXPENSES									
7	Water and Wastewater CIP	\$ 738,295	\$ 8,344,055	\$ 5,692,626	\$ 8,426,509	\$ 4,591,167	\$ 4,259,000	\$ 4,850,000	\$ 5,000,000	\$ 4,500,000
8	Wastewater Line Replacement (Pipe Burst)	1,799,910	1,303,023	916,510	1,273,926	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
9	Masterplan	139,906	-	3,294	-	-	-	-	-	-
10	Total Expenses	\$ 2,678,111	\$ 9,647,078	\$ 6,612,430	\$ 9,700,435	\$ 5,591,167	\$ 5,259,000	\$ 5,850,000	\$ 6,000,000	\$ 5,500,000
11										
12	Net Income	\$ 2,327,535	\$ (4,642,578)	\$ (1,610,030)	\$ (4,698,035)	\$ (588,167)	\$ (256,000)	\$ (847,000)	\$ (997,000)	\$ (497,000)
13										
14	FUND BALANCE									
15										
16	BEGINNING BALANCE	\$ 5,218,501	\$ 7,335,065	\$ 7,546,036	\$ 5,936,006	\$ 1,237,971	\$ 649,804	\$ 393,804	\$ (453,196)	\$ (1,450,196)
17										
18	ENDING BALANCE	\$ 7,546,036	\$ 2,692,487	\$ 5,936,006	\$ 1,237,971	\$ 649,804	\$ 393,804	\$ (453,196)	\$ (1,450,196)	\$ (1,947,196)



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider an Ordinance Levying Ad Valorem Taxes for the Year 2020 at a rate of \$0.716852 per one hundred dollars (\$100.00) assessed valuation on all taxable property within the Corporate limits of the City as of January 1, 2020, to provide revenues for current expenses and interest and sinking fund requirements; providing for due and delinquent dates together with penalties and interest.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
- ◻ Goal: N/A

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

A Public Hearing was held on September 15, 2020 regarding the proposed tax rate of \$0.716852 which is a decrease of \$0.026595 or -3.58% from the 2019 adopted tax rate. Even though the tax rate is being lowered, the total property tax revenue of the City of Duncanville is increasing by \$464,905 or 2.48% compared to the prior year. The tax laws require that the language used in the motion state the property tax rate be increased by the adoption of a tax rate of \$0.716852 which is effectively a 2.56 percent increase in the tax rate even though the tax rate is being lowered from the previous year.

POLICY EXPLANATION:

Texas Tax Code Section 26.05(d) requires local governments to hold a public hearing when the proposed tax rate exceeds the lower of the No-New-Revenue (NNR) tax rate or the Voter-Approval (VA) tax rate. Even when the tax rate is not changed, if taxable property values increase from the prior year, there are more revenues from taxes (effectively) in the current proposed year versus the prior year. The tax rate being adopted is lower than the previous year, yet effectively there is an increase in revenue due to the increased taxable valuations. The required motion to adopt the tax rate is stated below in the Recommendation Section.

Furthermore, Truth In Taxation rules require the calculations and disclosures above which are based on the effective increase (positive percentage based on increased taxable valuations) and contained in Section 2 of the attached ordinance. The effect of actually lowering the City tax rate by \$0.026595 for 2020 taxes is reflected in the Maintenance and Operations tax decrease of \$18.64 when applied to a fixed value, in this case a \$100,000 home, as stipulated by state law.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of an Ordinance of the City of Duncanville, Texas, Levying Ad Valorem Taxes for the Year 2020 at a rate of \$0.716852 per one hundred dollars (\$100.00) assessed valuation on all taxable property within the Corporate limits of the City as of January 1, 2020, to provide revenues for current expenses and interest and sinking fund requirements; providing for due and delinquent dates together with penalties and interest.

Motion: I move that the property tax rate be increased by the adoption of a tax rate of \$0.716852, which is effectively a 2.56 percent increase in the tax rate.

ATTACHMENTS:

[Attachment 1 - Ordinance No. - 2388 - 2020 Tax Rate Adoption - with Exhibit](#)

ORDINANCE NO. 2388

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2020 AT A RATE OF \$0.716852 PER ONE HUNDRED DOLLARS (\$100.00) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY AS OF JANUARY 1, 2020, TO PROVIDE REVENUES FOR CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; AND, DECLARING AN EFFECTIVE DATE.

WHEREAS, The City has approved and adopted a budget in accordance with state law and the Home Rule Charter for the maintenance and operation and debt service obligations of the municipal government for fiscal year 2020-2021; and

WHEREAS, The City Council shall provide for the revenues for said budget by a levy of ad valorem property taxes; and

WHEREAS, The Dallas Central Appraisal District has timely appraised and provided for exemptions for real personal property located within the jurisdictional limits of the City in accordance with state law; and

WHEREAS, the required notices and public hearings have been held under state law.

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

SECTION 1. That there be and is hereby levied for the year 2020 on all taxable property, real, personal and mixed, situated within the limits of the City of Duncanville, Texas and not exempt by the Constitution of the State and valid State laws, a tax of \$0.716852 on each One Hundred Dollars (\$100.00) assessed value of taxable property, and shall be appropriated and distributed as follows:

- (a) For the purpose of defraying the current expenses for maintenance and operations of the municipal government of the City, a tax of \$0.666163 on each One Hundred Dollars (\$100.00) assessed value of all taxable property.
- (b) For the purpose of creating a sinking fund to pay the interest and principal on all outstanding bonds of the City, not otherwise provided for, a tax of \$0.050689 on each One Hundred Dollars (\$100.00) assessed value of all taxable property, within the City which shall be applied to the payment of such interest and maturates of all outstanding bonds.

SECTION 2. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.56 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-18.64.

SECTION 3. That all ad valorem taxes for the year shall become due and payable on October 1, 2020 and all ad valorem taxes for said year shall become delinquent if not paid before February 1, 2021. There shall be no discount for payment of taxes prior to January 31, 2021. A delinquent tax shall incur a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1, 2021. Provided, however, a tax delinquent on July 1, 2021, shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1, 2021, shall incur an additional penalty of twenty percent (20%) of the amount of taxes, penalty, and interest due in order to defray costs of collection pursuant to section 6.30 of the Property Tax Code.

SECTION 4. Taxes are payable at the office of the Dallas County Tax Assessor collector. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 5. That the tax rolls, including any exemptions thereto, as presented to the City Council, together with any supplement thereto, be and the same are hereby adopted and approved.

SECTION 6. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and Charter in such cases provide.

DULY PASSED by the City Council of the City of Duncanville, Texas on the 15th day of September, 2020.

APPROVED:

BARRY L. GORDON, MAYOR

ATTEST:

KRISTIN DOWNS, CITY SECRETARY

APPROVED AS TO FORM:

ROBERT E. HAGER, CITY ATTORNEY

EXHIBIT A

Section 26.05(b) of Property Tax Code Worksheet for Determination of Steps Required for Adoption of Tax Rate City of Duncanville

	M&O Tax Increase in Current Year	
1.	Last years taxable value, adjusted for court-ordered reductions. Enter Line 8 of the No New Revenue Tax Rate Worksheet.	2,515,490,815
2.	Last years M&O tax rate. Enter Line 26 of the Voter Approval Tax Rate Worksheet	\$.684801
3.	M&O taxes refunded for yars preceding tax year 2019. Enter Line 28E of the Voter Approval Tax Rate Worksheet	45,477
4.	Last year's M&O tax levy. Multiply line 1 times line 2 and divide by 100. To the result, add line 3.	17,271,583
5.	This years total taxable value. Enter line 18 of the No New Revenue Tax Rate Worksheet	2,680,558,307
6.	This year's proposed M&O tax rate Enter the proposed M&O tax rate approved by the Governing Body	\$.666163
7.	This year's M&O tax levy. Multiply line 5 times line 6 and divide by 100.	17,856,888
8.	M&O Tax Increase (Decrease). Subtract line 4 from line 7.	585,305
	Comparison of Total Tax Rates	
9.	No New Revenue Total Tax Rate.	\$.698961
10.	This year's proposed total tax rate.	\$.716852
11.	This years rate minus no new revenue rate. Subtract line 9 from line 10.	\$.017891
12.	Percentage change in total tax rate. Divide Line 11 by line 9.	\$2.560000
	Comparison of M&O Tax Rates	
13.	No New Revenue M&O Tax Rate. Enter line 30 of the Voter Approval Tax Rate Worksheet.	\$.742395
14.	This year's proposed M&O tax rate.	\$.666163
15.	This years rate minus no new revenue rate. Subtract line 13 from line 14.	-.076232
16.	Percentage change in M&O tax rate. Divide line 15 by line 13.	-\$10.270000
	Raised M&O Taxes on a \$100,000 home.	
17.	This year's taxable value on a \$100,000	100,000
18.	Last year's M&O tax rate.	\$.684801
19.	This year's proposed M&O tax rate.	\$.666163
20.	This year's raised M&O taxes. Subtract line 18 from line 19 and multiply result by line 17.	-\$18.64



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider an Ordinance ratifying the Fiscal Year 2020-2021 Budget which raises more revenue from property tax than in the previous year.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

The adoption of the budget must be ratified if the tax rate incorporated raises more revenue from property tax than in the previous fiscal year.

POLICY EXPLANATION:

Section 102.007(c) of the Texas Local Government Code requires a ratification vote on a budget that will raise more revenue from property taxes than the previous year. This vote must be separate from the adoption of the budget or tax rate.

Simply translated, the state law requires municipalities to approve this ordinance ratifying any budget that generates more revenue from property taxes than the previous year. Because the City of Duncanville has experienced an increase in its property valuations, it will generate more revenue even though the tax rate has been lowered. Therefore, this ordinance must be approved in compliance with state law.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of an Ordinance ratifying the budget for the Fiscal Year 2020-2021 which raises more revenue from property taxes than in the previous year.

ATTACHMENTS:

[Attachment 1 -Ordinance No. - 2389 - Ratifying Budget FY21](#)

ORDINANCE NO. 2389

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, RATIFYING THE FISCAL YEAR 2020-2021 BUDGET WHICH RAISES MORE REVENUE FROM PROPERTY TAX THAN IN THE PREVIOUS YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, following public notice duly posted and published in all things as required by law, a public hearing was held, by and before the City Council of the City of Duncanville on September 1, 2020, the subject of which was the proposed budget for the City of Duncanville for Fiscal Year 2020-2021; and

WHEREAS, Section 102.007(c) of the Texas Local Government Code requires a budget that will raise more revenue from property taxes than the previous year be ratified by a separate vote from the adoption of the budget or tax rate.

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

SECTION 1. The City Council does hereby ratify the adoption of a budget for Fiscal Year 2020-2021 which will raise more revenue from property taxes than the previous year.

SECTION 2. This Ordinance shall become effective immediately from and after its passage, as the law and charter in such cases provides.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution approving Republic Waste Services of Texas, Ltd., request to the City of Duncanville to increase contract rates under the Municipal Materials Management Agreement by 2.0% for Residential Collection and 2.91% for Commercial Services, effective October 1, 2020.

FY 2019 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., Public Works Director

Jacqueline Culton, P.E., Assistant Director of Public Works

BACKGROUND/HISTORY:

On July 16, 2019, the Duncanville City Council approved a Municipal Materials Management Agreement ("Agreement") with Republic Waste Services of Texas, Ltd., ("Republic") to provide for continued garbage, recycling, and bulk and brush collection and disposal services during the initial term of September 21, 2019 through September 20, 2026. The Agreement will renew for successive five-year periods unless terminated in advance by the City or Republic.

The July 2019 Agreement included provisions for annual rate adjustments being limited to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services). Specifically, Section 7.2, Annual Rate Adjustments, of the Agreement provides for Republic "to increase the rates for services on each anniversary of the Effective Date of the Agreement in an amount equal to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics ("the CPI"). For the CPI calculation, rates will be adjusted using the most recently available trailing twelve (12) months average CPI compared to the twelve (12) months preceding." The Agreement states the City shall not unreasonably withhold approval of rate requests.

Prior to the City receiving Republic's official request to increase rates, the City Staff met with Republic several times this year to review contract performance and customer service issues. On September 3, 2020, staff received Republic's official request to increase the residential contract rate by 2.0% and increase contract rates for commercial services by 2.91%, based on the June 2020 CPI. If approved by City Council, this rate change would take effect October 1, 2020 and increase the contractual rate for Residential Collection from \$18.11/Month/Residence to \$18.48/Month/Residence, or a difference

of \$0.37/Month/Residence. Commercial Hand-Collect contract rate would increase from \$25.07/Month to \$25.80/Month. Upon Council approval, these rate increases will be passed through to residential and commercial customers via separate City Council action to amend the Master Fee Schedule. (Commercial customers contract directly with Republic for dumpsters.) Upon City Council's approval of these proposed rate changes, approximately 11,055 residences will be impacted by this increase.

POLICY EXPLANATION:

City Council action is required to approve adjustments to solid waste rates requested by Republic under the Municipal Materials Management Agreement.

FUNDING SOURCE:

The Municipal Materials Management Agreement costs for FY2021 are paid with funds budgeted in the FY2021 Sanitation Administration Account.

Contract Log #:

NA

RECOMMENDATION:

NA

ATTACHMENTS:

[Attachment 1 - Resolution No. 2020-072 Republic - with Exhibit](#)

RESOLUTION NO. 2020-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING A REQUEST BY REPUBLIC SERVICES OF TEXAS, LTD., FOR A 2.0% INCREASE IN CONTRACT RATES FOR RESIDENTIAL COLLECTION AND 2.91% INCREASE IN ITS CONTRACTUAL RATES FOR COMMERCIAL SERVICES UNDER THE MUNICIPAL MATERIALS MANAGEMENT AGREEMENT; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville and Republic Services of Texas, Ltd., entered into a Municipal Materials Management Agreement for Solid Waste, Recycling, Bulky Waste, and Brush Collection and Transport Services, effective September 21, 2019, to provide residential and certain commercial solid waste collection and recycling services within the Duncanville City limits; and

WHEREAS, Section 7.2, Annual Rate Adjustments, of the Agreement (Exhibit A) provides for Republic to increase the rates for services on each anniversary of the Effective Date of the Agreement in an amount equal to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics ("the CPI"). For the CPI calculation, rates will be adjusted using the most recently available trailing twelve (12) months average CPI compared to the twelve (12) months preceding. Section 7.2 of the Agreement also states the City shall not unreasonably withhold approval of rate requests; and

WHEREAS, Republic submitted its current request (Exhibit B) to the City on September 3, 2020 to increase contractual rates, effective October 1, 2020, by 2.0% for Residential Collection and 2.91% for Commercial Services, effective October 1, 2020.

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

SECTION 1. That the City Council of the City of Duncanville approves Republic Services of Texas, LTD., a 2.0% for Residential Collection and 2.91% for Commercial Services with Republic Services of Texas, LTD for solid waste disposal, effective October 1, 2020.

SECTION 2. That the City Council of the City of Duncanville hereby authorizes the City Manager, or his designee, to take the necessary steps to effectuate the rate increase request.

SECTION 3. That this resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of
Duncanville, Texas, on the 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A

EXHIBIT "1"

Exhibit A-1 Solid Waste Collection and Disposal Pricing

Exhibit B Specifications and Pricing for Recycling Services

Exhibit B-1 Recycling Facility Average Commodity Mix

6. Term. This Agreement begins on the Effective Date and expires seven (7) years thereafter, but shall automatically renew for successive five-year periods (the "**Term**") unless either party provides written notice of non-renewal at least one-hundred and eighty (180) days prior to the expiration of the then current Term, or unless otherwise terminated in accordance with the terms of this Agreement. The City will review and consider mid-term rate adjustments be made as necessary to market conditions.
7. Rates for Services; Rate Adjustments; Additional Fees and Costs.
 - 7.1 Rates for Services. The rates for all Services shall be as shown on Exhibit A-1 and Exhibit B, subject to the rate adjustments and additional fees and costs as set forth herein.
 - 7.2 Annual Rate Adjustments. Company shall increase the rates for all Services effective on each anniversary of the Effective Date of this Agreement in an amount equal to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by United States Department of Labor, Bureau of Statistics (the "**CPI**"). For the CPI calculation, rates will be adjusted using the most recently available trailing twelve (12) months average CPI compared to the twelve (12) months preceding. Company must receive approval from the City to increase the base rates. The City shall not unreasonably withhold approval of such request.
 - 7.3 Cost Adjustments. Company may request rate adjustment(s) based on an increase in costs incurred by Company due to: (a) any third party or municipal hauling company or disposal or recycling facility being used; (b) increases in taxes, fees or other governmental charges (other than income or real property taxes) resulting from changes in local, state, or federal rules, ordinances or regulations; (c) uncontrollable, prolonged but temporary operational changes (i.e., a major bridge closure); and (d) changes in costs due to a Force Majeure Event. Any of the foregoing cost adjustments shall be retroactive to the effective date of such increase or change in cost. Company shall promptly notify City of proposed increases within 30 days of receiving notice of such increase in fees, etc. Company must receive approval from the City to increase the base rates. The City shall not unreasonably withhold approval of such request. The City will consider additional mid-year adjustments upon request by Company for good cause shown
8. Invoicing; Payment; Service Suspension; Audits.
 - 8.1 Invoicing the City. The City shall invoice and collect from all Residential Units and Municipal Facilities Customers for Services provided by Company pursuant to this Agreement. The City shall report to Company: (a) by the 28th of each month the total number of addresses subject to this Agreement that have been billed for Services by the City for the previous month; and, (b) on a quarterly basis, provide a list of addresses billed for the Services by the City. Company shall invoice the City for the number of addresses that were billed by the City within fifteen (15) days of receiving the City's address count each month, and the City shall pay Company's invoices
 - 8.2 Invoicing the Customer Directly. Company shall invoice each individual Customer for all Large Commercial Units, Industrial Permanent Units, and Industrial Temporary Units Services rendered to such Customer under this Agreement., and the Customer shall pay Company's



EXHIBIT B

1450 E Cleveland Street, Hutchins, TX 75141
o 972.225.4207 f 972.225.3350 republicservices.com

September 3, 2020

City of Duncanville
Paul Frederiksen
203 E. Wheatland Road
Duncanville, TX 75138-0280

Re: Annual Rate Adjustment

Dear Mr. Frederiksen

Republic Services would like to take this opportunity to thank you for allowing us to service the solid waste needs of the City of Duncanville. In accordance with the terms of our Agreement, we would like to requests a rate adjustment to reflect the changes in the Consumer Price Index (CPI).

Republic Services made the request on August 27, 2020, for an annual rate adjustment of 2.9% as entitled per the contract, Section 7.2 Annual Rate Adjustments based on the percentage increase in U.S. Department of Labor, Bureau of Statistics – All Urban Consumers Index (Water, Sewer and Trash Collection Services). After further discussions with staff, Republic has agreed to hold the residential increase to 2%. The rates adjustment is necessary to aid in the additional expenses associated to the increase in residential volumes related to COVID.

I have included a copy of the U.S. Department of Labor, Bureau of Statistics – All Urban Consumers Index (Water, Sewer, and Trash Collection Services) along with the new rate schedule. The effective date of the increase will be October 1, 2020.

Republic Services would like to thank the City Staff and Elected Officials for your business and we look forward to continuing to provide you with safe, efficient reliable service.

Best Regards,

A handwritten signature in blue ink that reads "Robyn A. Mota".

Robyn Mota
Municipal Services Manager

Enc. Rate Schedules
Consumer Price Index (CPI)

EXHIBIT B
EXHIBIT A-1
SOLID WASTE PRICING

REPUBLIC SERVICES
FRANCHISED CITY RATES
CITY OF DUNCANVILLE
All Fees Listed Include Franchise Fees

EFFECTIVE DATE 09/21/20

COMMERCIAL FRONT LOAD RATES

Size	1xwk	2xwk	3xwk	4xwk	5xwk	6xwk	EX-PU	DEPOSIT
2 cubic yard	\$ 74.19	\$ 113.80	\$ 162.04	\$ 201.42	\$ 257.33	\$ 289.99	\$ 26.88	Mthly Rate
3 cubic yard	\$ 83.93	\$ 141.60	\$ 194.58	\$ 246.09	\$ 301.36	\$ 355.70	\$ 33.20	Mthly Rate
4 cubic yard	\$ 93.66	\$ 169.57	\$ 227.15	\$ 290.77	\$ 355.88	\$ 434.03	\$ 39.54	Mthly Rate
6 cubic yard	\$ 119.64	\$ 225.65	\$ 284.37	\$ 368.73	\$ 458.84	\$ 543.66	\$ 45.86	Mthly Rate
8 cubic yard	\$ 145.58	\$ 281.67	\$ 341.62	\$ 446.77	\$ 561.80	\$ 665.88	\$ 56.93	Mthly Rate

4 cubic yard Pkr	\$ 264.33						\$ 108.28	Mthly Rate
------------------	-----------	--	--	--	--	--	-----------	------------

Misc Front Load Charges

Delivery	\$ 49.02	Lockbar/Caster set up fee	\$ 69.35	(one time charge)
Relocate Charge	\$ 49.02	Casters / Locks	\$ 2.54	(per collection)
Overweight/Blocked/Trip Charges	\$ 22.35	Enclosure / Gate	\$ 2.96	(per collection)
Container Exchange	\$ 80.29	Extra Yardage	\$ 27.41	(per yard)

COMMERCIAL ROLL-OFF RATES

Size	Delivery	Rental	Monthly Charge	Deposit
20-yd	\$ 118.72	\$ 198.20	\$ 545.75	\$ 838.26
30-yd	\$ 118.72	\$ 198.20	\$ 632.36	\$ 922.42
40-yd	\$ 118.72	\$ 242.02	\$ 667.05	\$ 998.71
30 yard Pkr	Open	Open	\$ 667.08	Open
35 yard Pkr	Open	Open	\$ 709.20	Open
42 yard Pkr	Open	Open	\$ 753.36	Open

Misc Roll-Off Charges

Relocate / Blocked / Not able to Service	\$ 128.64
--	-----------

COMMERCIAL HAND-COLLECT

Solid Waste Service: **\$25.80** per month
Twice per week - up to 20 bags

Recycle Collection: **\$19.04** per month
Weekly - polycart

RESIDENTIAL COLLECTION:

Residential Trash (Twice per week collection)	\$ 10.05
Residential Recycling (Once per week collection)	\$ 5.37
Residential Bulk / Brush (Bi-monthly collection of 10 cu-yards)	\$ 3.06
Total Residential	\$ 18.48

Recycle Carts

Cart Rental for Recycling (invoiced from Company)	\$4.89 per month
	\$14.66 per quarter

Delivery/Removal	\$ 15.44	1st delivery included
Replacement Cart	\$ 56.72	

ADDITIONAL BULK ITEMS

Page 5 of 6
Residential customers may contact Company for collection of additional bulk/brush on an on-call basis for a rate negotiated by the Company

EXHIBIT B

CPI for All Urban Consumers (CPI-U)
Original Data Value

Series Id: CUUR0000SEHG,CUUS0000SEHG

Not Seasonally Adjusted

Series Water and sewer and trash collection services in U.S. city average, all

Area: U.S. city average

Item: Water and sewer and trash collection services

Base: DECEMBER 1997=100

Years: 2015 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	210.243	211.397	211.738	212.153	212.542	212.863	213.873	215.844	216.173	216.380	217.004	217.386
2016	218.370	219.036	219.649	220.506	221.360	221.396	221.358	222.554	223.111	223.420	224.399	224.745
2017	226.411	227.277	227.553	228.133	228.396	228.599	229.008	229.772	230.142	230.614	231.522	231.842
2018	232.977	233.858	234.215	235.141	235.878	236.493	237.186	238.439	238.512	238.936	241.774	242.204
2019	241.606	242.011	242.611	243.490	243.774	244.322	244.943	245.549	245.903	246.741	247.364	247.567
2020	248.846	249.751	250.359	250.673	250.921	251.435						

CPI for All Urban Consumers (CPI-U)
12-Month Percent Change

Series Id: CUUR0000SEHG,CUUS0000SEHG

Not Seasonally Adjusted

Series Water and

Area: U.S. city

Item: Water and

Base: DECEMBE

Years: 2015 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
2015	4.5	4.6	4.5	4.5	4.6	4.7	4.3	4.7
2017	3.7	3.8	3.6	3.5	3.2	3.3	3.5	3.2
2018	2.9	2.9	2.9	3.1	3.3	3.5	3.6	3.8
2019	3.7	3.5	3.6	3.6	3.3	3.3	3.3	3.0
2020	3.0	3.2	3.2	3.0	2.9	2.9		



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider an Ordinance approving the Fiscal Year 2020-2021 Master Fee Schedule, which is attached hereto and incorporated herein as Exhibit "A".

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- N/A
- Goal: N/A

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

As part of building the annual budget, the Master Fee Schedule is reviewed and rates adjusted accordingly.

POLICY EXPLANATION:

The City Council adopts the Master Fee Schedule each year to ensure fees are updated annually. All changes in fees are notated in the light blue/turquoise column of the attached spreadsheets titled "Adopted Change For FY20-21". General Government reduced fees for flash drives. Parks and Recreation added two new fees relating to Lakeside Park Pavillion. Fieldhouse increased security fees and two facility room rental fees. Police increased two animal control fees. Planning/Building Inspections increased fees for SUP zoning change, added several new fees, and decreased fees for vacant building registration. Utility Billing increased solid waste (garbage) fees related to the proposed contractual increase from Republic (subject to change based on council approval of prior agenda item related to the Republic contract).

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends approval of an Ordinance approving the Master Fee Schedule for FY 2020-2021, which is attached hereto and incorporated herein as Exhibit "A".

ATTACHMENTS:

[Attachment 1 - Ordinance No. - 2390 - FY20-21 - Master Fee Schedule - with Exhibit](#)

ORDINANCE NO. 2390

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE FISCAL YEAR 2020-2021 MASTER FEE SCHEDULE, WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1.

In accordance with the Duncanville Code of Ordinances, as amended, the Master Fee Schedule is hereby approved which is attached hereto and incorporated herein by reference as Exhibit "A".

SECTION 2.

That all provisions of the resolutions of the City of Duncanville, Texas, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 3.

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

SECTION 4.

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

DULY PASSED by the City Council of the City of Duncanville, Texas, this the 15th day of September, 2020.

APPROVED:

BARRY L. GORDON, MAYOR

ATTEST:

KRISTIN DOWNS, CITY SECRETARY

APPROVED AS TO FORM:

ROBERT E. HAGER, CITY ATTORNEY

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
GENERAL GOVERNMENT

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/1/20
	GENERAL GOVERNMENT ADMINISTRATION / ALL DEPARTMENTS				
1	PUBLIC INFORMATION CHARGES				
2	Copies, standard size	Per page.	\$ 0.10	\$ -	\$ 0.10
3	Copies, non-standard size	Per page.	\$ 0.50	\$ -	\$ 0.50
4	Disc (CD-RW or CD-R)	Each.	\$ 1.00	\$ -	\$ 1.00
5	4 GB Flash drive	Each.	\$ 4.00	\$ 1.00	\$ 5.00
6	8 GB Flash drive	Each.	\$ 8.00	\$ (2.00)	\$ 6.00
7	16 GB Flash drive	Each.	\$ 12.00	\$ (2.00)	\$ 10.00
8	32 GB Flash drive	Each.	\$ 20.00	\$ (8.00)	\$ 12.00
9	Digital video disc (DVD)	Each.	\$ 3.00	\$ -	\$ 3.00
10	Labor charge	Per hour.	\$ 15.00	\$ -	\$ 15.00
11	Overhead charge	Calculated based upon labor charge	20%	-	20%
12	Miscellaneous supplies		Actual cost	-	Actual cost
13	Postage and shipping		Actual cost	-	Actual cost
14	Certification of true copies		\$ 2.50	\$ -	\$ 2.50
15	Attestation under Seal of Duncanville		\$ 2.50	\$ -	\$ 2.50
16	DOCUMENTS				
17	Charter		\$ 5.00	\$ -	\$ 5.00
18	Code of Ordinances	Available from Municipal Code Corporation	\$ 130.00	\$ -	\$ 130.00

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
MUNICIPAL COURT

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
	MUNICIPAL COURT				
1	Driving Safety Course	Up to \$10 for cases in which dismissal is granted for attendance by defendant at a defensive driving course.	\$ 10.00	\$ -	\$ 10.00
2	Time Payment Reimbursement Fee (State Mandated Fee)	Assessed on each case that is paid on or after the 31st day past the date of judgment. City retains half.	\$ 15.00	\$ -	\$ 15.00
3	Warrant Fee (State Mandated Fee)	Assessed upon conviction for executing or processing an Arrest Warrant, Capias, or Capias Pro Fine.	\$ 50.00	\$ -	\$ 50.00
4	LEA Fee (State Mandated Fee)	For Peace Officer issuing a written notice to appear (citation)	\$ 5.00	\$ -	\$ 5.00
5	Jury Fee (State Mandated Fee)	Assessed on each case upon conviction at a jury trial	\$ 3.00	\$ -	\$ 3.00
6	Security Fund (State Mandated Fee)	Can only be used for security personnel, services, and items related to buildings that house the operation of the municipal court.	\$ 4.90	\$ -	\$ 4.90
7	Technology fee (State Mandated Fee)	Can only be used for purchase of or to maintain technological enhancements for the Court	\$ 4.00	\$ -	\$ 4.00
8	Juvenile Case Manager Fee (State Mandated Fee)	Salary, Benefits, Training, Travel expenses, Office supplies, and Other necessary expenses of the JCM	\$ 5.00	\$ -	\$ 5.00
9	Collection fee (State Mandated Fee)	Contract with a third party collections firm	30%	-	30%
10	Consolidated Fee (State Mandated Fee)	Applies to all except parking and pedestrian offenses. 90% remitted to State on Quarterly Report (IF report timely filed) where it is divided up among 14 different accounts/funds	\$62.00	\$ -	\$ 62.00
11	Judicial Support Fee (JSF)	Applies to all except parking or pedestrian offenses	\$ 6.00	\$ -	\$ 6.00
12	Indigent Defense Fund (IDF) (State Mandated Fee)	Fee to be used to fund indigent	\$ 2.00	\$ -	\$ 2.00
13	Juror Reimbursement Fee (State Mandated Fee)	90% remitted to State on Quarterly Report Fee to be used to reimburse counties for the cost of juror services.	\$ 4.00	\$ -	\$ 4.00
14	Truancy Prevention and Diversion Fund (State Mandated Fee)	50% (\$1.00) IF the City is operating, establishing, or attempting to establish a Juvenile Case Manager (JCM) program. Money can only be used for operating or establishing a JCM program. If the City does NOT have a JCM program, nor is attempting to establish one, then the entire \$2.00 must be remitted to the State.	\$ 5.00	\$ -	\$ 5.00
15	State Traffic Fine (State Mandated Fee)	Applies to ALL Rules of the Road offenses	\$ 50.00	\$ -	\$ 50.00
16	Local Traffic Fee (State Mandated Fee)	Applies to Rules of the Road offenses	\$ 3.00	\$ -	\$ 3.00
17	Moving Violation Fee (State Mandated Fee)	Applies to Moving Violations as defined by DPS	\$ 0.10	\$ -	\$ 0.10

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
LIBRARY

LINE	DEPARTMENT	BASIS/COMMENTS	FEE EFFECTIVE 10/01/19	Proposed CHANGE FOR FY 20-21	PROPOSED FEE EFFECTIVE 10/01/20
1					
2	LIBRARY				
3	Membership, Library Cards				
4	Annual Membership, full privileges	Residents of Duncanville	\$ -	\$ -	\$ -
5	Annual Membership, full privileges	Residents of DeSoto, Cedar Hill	\$ -	\$ -	\$ -
6	Annual Membership, full privileges	Residents of other cities (first in household)	\$ 35.00	\$ -	\$ 35.00
7	Annual Membership, full privileges	Residents of other cities (subsequent in household)	\$ 5.00	\$ -	\$ 5.00
8	Replacement Library card	Per card	\$ 1.00	\$ -	\$ 1.00
9	Duncanville ISD/Charter Students	Per card	\$ -	\$ -	\$ -
10	Services				
11	Photocopies	Per page	\$ 0.10	\$ -	\$ 0.10
12	Printing	Per page	\$ 0.10	\$ -	\$ 0.10
13	Faxing (US & Canada)	Per page	\$ 0.25	\$ -	\$ 0.25
14	Faxing (International)	Per page	\$ 1.00	\$ -	\$ 1.00
15	Interlibrary loans	Per item delivered	\$ 3.00	\$ -	\$ 3.00
16	Notarized signatures	Each	\$ 1.00	\$ -	\$ 1.00
17	Materials				
18	USB flash drives	Per item	\$ 5.00	\$ -	\$ 5.00
19	Earbuds	Per pair	\$ 1.00	\$ -	\$ 1.00
20	Reusable Bag	Per item	\$ 5.00	\$ -	\$ 5.00
21	Overdue charges				
22	Kindles, WIFI hotspots, laptops (checked out for offsite use)	Per item per day to a maximum of replacement cost	\$ 2.00	\$ -	\$ 2.00
23	Laptops (in-house use)	Per hour	\$ 1.00	\$ -	\$ 1.00
24	All other Library materials	Per item per day to a maximum of replacement cost	\$ 0.25	\$ -	\$ 0.25
25	DVDS and Videos	Per item per day to a maximum of replacement cost	\$ 0.25	\$ -	\$ 0.25
26	Damage charges				
27	Pages torn, marked, water damaged or missing	Per page to a maximum of \$5.00	\$ 0.50	\$ -	\$ 0.50
30	ILL book band not returned with item	Per item	\$ 1.00	\$ -	\$ 1.00
31	Book spine broken	Per item	\$ 3.00	\$ -	\$ 3.00
32	Media cover insert torn, marked, or missing	Per item	\$ 5.00	\$ -	\$ 5.00
33	Case, container, or part of Library material missing or damaged beyond repair	Per part	Replacement cost		Replacement cost
34	Library materials lost or damaged beyond repair (e.g. mold or water damage)	Per item	Replacement cost		Replacement cost
35	Library materials lost or damaged beyond repair (e.g. mold or water damage)	Service charge, per item, in addition to replacement cost	\$ 5.00	\$ -	\$ 5.00

Page 5 of 16

Proposed Master Fee Schedule FY 2020-21

3 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PARKS AND RECREATION

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
1	PARKS AND RECREATION				
2		Family is defined as spouse, child or step-child.			
3	RECREATION CARD FEES	Game Room/Gym/Walking Track/Fitness Room (Fitness Room Access is Not Allowed for Children under 16)			
4	Individual, Resident (6 months)	Ages 10-54 (city employee, officials, retirees or spouses thereof)	\$ 35.00	\$ -	\$ 35.00
5	Individual, Resident (annual)	Ages 10-54 (city employee, officials, retirees, or spouses thereof)	\$ 65.00	\$ -	\$ 65.00
6	Individual, Non-Resident (6 months)	Ages 10-54	\$ 150.00	\$ -	\$ 150.00
7	Individual, Non-Resident (annual)	Ages 10-54	\$ 290.00	\$ -	\$ 290.00
8	Family, Resident (6 months)	Maximum of 6 family members (Each additional Family member above 6 is \$10 more)	\$ 90.00	\$ -	\$ 90.00
9	Family, Resident (annual)	Maximum of 6 family members (Each additional Family member above 6 is \$20 more)	\$ 175.00	\$ -	\$ 175.00
10	Family, Non-Resident (6 months)	Maximum of 6 family members (Each additional Family member above 6 is \$60 more)	\$ 650.00	\$ -	\$ 650.00
11	Family, Non-Resident (annual)	Maximum of 6 family members (Each additional Family member above 6 is \$120 more)	\$ 1,280.00	\$ -	\$ 1,280.00
12	Individual, Senior, Resident (6 months)	Ages 55+	\$ 25.00	\$ -	\$ 25.00
13	Individual, Senior, Resident (annual)	Ages 55+	\$ 45.00	\$ -	\$ 45.00
14	Individual, Senior, Non-Resident (6 months)	Ages 55+	\$ 140.00	\$ -	\$ 140.00
15	Individual, Senior, Non-Resident (annual)	Ages 55+	\$ 260.00	\$ -	\$ 260.00
16	Senior Citizen Couple, Resident (6 months)	Ages 55+	\$ 45.00	\$ -	\$ 45.00
17	Senior Citizen Couple, Resident (annual)	Ages 55+	\$ 80.00	\$ -	\$ 80.00
18	Senior Citizen Couple, Non-Resident (6 months)	Ages 55+	\$ 275.00	\$ -	\$ 275.00
19	Senior Citizen Couple, Non-Resident (annual)	Ages 55+	\$ 510.00	\$ -	\$ 510.00
20	Individual, Rec Cntr/Snr Cntr COMBO, Resident (annual)	Ages 55+	\$ 50.00	\$ -	\$ 50.00
21	Individual, Rec Cntr/Snr Cntr COMBO, Non-Resident (annual)	Ages 55+	\$ 275.00	\$ -	\$ 275.00
22	Rec Cntr/Snr Cntr COMBO Couple, Resident (annual)	Ages 55+	\$ 90.00	\$ -	\$ 90.00
23	Rec Cntr/Snr Cntr COMBO Couple, Non-Resident (annual)	Ages 55+	\$ 550.00	\$ -	\$ 550.00
24	Replacement Card		\$ 10.00	\$ -	\$ 10.00
25	Children under the age of 5	Not allowed in Fitness Room	Free		Free
26	Day Pass, Resident		\$ 5.00	\$ -	\$ 5.00
27	Day Pass, Non-Resident		\$ 5.00	\$ -	\$ 5.00
28	Active Military	Must show proof they are on active duty.	Free		Free
29	Corporate (5 Annual Memberships)	Includes 5 individual annual memberships (no residency requirement)	\$ 825.00	\$ -	\$ 825.00
30	FACILITY RENTAL Rates/Fees	Charges are determined on type and rooms rented. Set up and clean-up are included in rented hours per signed contract. The Recreation Center and Senior Center do not allow rentals past 11:30 p.m.			
31	Facility Deposit (Senior Center)	Deposit due 5 working days prior to rental.	\$ 250.00	\$ -	\$ 250.00
32	Facility Deposit (Meeting Room)	Deposit due 5 working days prior to rental.	\$ 200.00	\$ -	\$ 200.00
33	Facility Deposit (Teen Room)	Deposit due 5 working days prior to rental.	\$ 200.00	\$ -	\$ 200.00
34	Facility Deposit (Single Gym)	Deposit due 5 working days prior to rental.	\$ 250.00	\$ -	\$ 250.00
35	Facility Deposit (Pavilion/Gazebo/Amphitheatre)	Deposit due 5 working days prior to rental.	\$ 100.00	\$ -	\$ 100.00
36	Security Officer Fee	Per hour; one security guard per 75 quests required for rentals	\$ 50.00	\$ -	\$ 50.00
37		made up of primarily age 21 years or younger.			
38	Administration Fee - Pavilions	Per reservation when rental cancellation has been requested	\$ 15.00	\$ -	\$ 15.00
39	Administration Fee - Facilities	Per reservation when rental cancellation has been requested	\$ 30.00	\$ -	\$ 30.00
40	Administration Fee - Programs	Per class when a request made for refund of a class/program	\$ 15.00	\$ -	\$ 15.00
41	Clean Up Fee - Pavilions, 125 people or more		\$ 50.00	\$ -	\$ 50.00
42	Clean Up Fee - Pavilions, 2 hours or more		\$ 50.00	\$ -	\$ 50.00
43	Clean Up Fee - Recreation Center Rooms		\$ 50.00	\$ -	\$ 50.00
44	Clean Up Fee - D.L. Senior Center Rooms		\$ 50.00	\$ -	\$ 50.00
45	D.L. Senior Center - Parkview, Resident	Per hour	\$ 110.00	\$ -	\$ 110.00
46	D.L. Senior Center - Parkview, Non-Resident	Per hour	\$ 165.00	\$ -	\$ 165.00
47	D.L. Senior Center - Northside, Resident	Per hour	\$ 85.00	\$ -	\$ 85.00
48	D.L. Senior Center - Northside, Non-Resident	Per hour	\$ 140.00	\$ -	\$ 140.00
49	Programming Room - Library	Per hour	\$ 30.00	\$ -	\$ 30.00
50	Aerobics Room, Resident	Per hour, per room	\$ 45.00	\$ -	\$ 45.00

Page 6 of 18

Proposed Master Fee Schedule FY 2020-21

4 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PARKS AND RECREATION

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
51	Aerobics Room, Non-Resident	Per hour, per room	\$ 90.00	\$ -	\$ 90.00
52	Game Room, Resident	Per hour, per room	\$ 70.00	\$ -	\$ 70.00
53	Game Room, Non-Resident	Per hour, per room	\$ 90.00	\$ -	\$ 90.00
54	Teen Room, Resident	Per hour, per room	\$ 55.00	\$ -	\$ 55.00
55	Teen Room, Non-Resident	Per hour, per room	\$ 85.00	\$ -	\$ 85.00
56	Single Meeting Room, Resident	Per hour, per room	\$ 40.00	\$ -	\$ 40.00
57	Single Meeting, Room, Non-Resident	Per hour, per room	\$ 55.00	\$ -	\$ 55.00
58	Conference Room, Resident	Per hour	\$ 25.00	\$ -	\$ 25.00
59	Conference Room, Non-Resident	Per hour	\$ 45.00	\$ -	\$ 45.00
60	Kitchen, Resident	Per hour with rental	\$ 20.00	\$ -	\$ 20.00
61	Kitchen, Non-Resident	Per hour with rental	\$ 30.00	\$ -	\$ 30.00
62	Single Court Rental (Athletic)	Per hour	\$ 45.00	\$ -	\$ 45.00
63	Single Court Rental (Non-Athletic)	Per hour	\$ 60.00	\$ -	\$ 60.00
64	After Hours Charge	Per hour for any rentals beyond hours of operation	\$ 25.00	\$ -	\$ 25.00
65	PAVILION RENTALS				
66	Harrington Park Pavilion, Resident	Per hour (tables/grills, no electric)	\$ 20.00	\$ -	\$ 20.00
67	Harrington Park Pavilion, Non-Resident	Per hour (tables/grills, no electric)	\$ 40.00	\$ -	\$ 40.00
68	Armstrong Park Pavilion, Resident	Per hour (electric outlet and lighting, no grills allowed)	\$ 50.00	\$ -	\$ 50.00
69	Armstrong Park Pavilion, Non-Resident	Per hour (electric outlet and lighting, no grills allowed)	\$ 75.00	\$ -	\$ 75.00
70	Chris Paris Park Pavilion, Resident	Per hour (no electric or restrooms)	\$ 10.00	\$ -	\$ 10.00
71	Chris Paris Park Pavilion, Non-Resident	Per hour (no electric or restrooms)	\$ 20.00	\$ -	\$ 20.00
72	Lakeside Park Pavilion - Small, Resident	Per hour (electric outlet and lighting)	\$ 30.00	\$ -	\$ 30.00
73	Lakeside Park Pavilion - Small, Non-Resident	Per hour (electric outlet and lighting)	\$ 50.00	\$ -	\$ 50.00
74	Lakeside Park Pavilion - Large, Resident	Per hour (electric outlet and lighting)		\$ 50.00	\$ 50.00
75	Lakeside Park Pavilion - Large, Non-Resident	Per hour (electric outlet and lighting)		\$ 75.00	\$ 75.00
76	Amphitheatre Rental, Resident	Per hour	\$ 80.00	\$ -	\$ 80.00
77	Amphitheatre Rental, Non-Resident	Per hour	\$ 150.00	\$ -	\$ 150.00
78	Gazebo Rental, Resident	Per hour	\$ 20.00	\$ -	\$ 20.00
79	Gazebo Rental, Non-Resident	Per hour	\$ 40.00	\$ -	\$ 40.00
80	LAKESIDE PARK - COURT RENTALS				
81	Basketball without Pavilion, Resident	Per hour	\$ 10.00	\$ -	\$ 10.00
82	Basketball without Pavilion, Non-Resident	Per hour	\$ 20.00	\$ -	\$ 20.00
83	Basketball with Pavilion, Resident	Per hour	\$ 5.00	\$ -	\$ 5.00
84	Basketball with Pavilion, Non-Resident	Per hour	\$ 10.00	\$ -	\$ 10.00
85	Sand Volleyball without Pavilion, Resident	Per hour	\$ 10.00	\$ -	\$ 10.00
86	Sand Volleyball without Pavilion, Non-Resident	Per hour	\$ 20.00	\$ -	\$ 20.00
87	Sand Volleyball with Pavilion, Resident	Per hour	\$ 5.00	\$ -	\$ 5.00
88	Sand Volleyball with Pavilion, Non-Resident	Per hour	\$ 10.00	\$ -	\$ 10.00
89	ATHLETICS				
90	Team Fees - Softball	Per team, per season	\$ 60.00	\$ -	\$ 60.00
91	Team Fees - Football	Per team, per season	\$ 60.00	\$ -	\$ 60.00
92	Team Fee - Baseball	Per team, per season	\$ 60.00	\$ -	\$ 60.00
93	Team Fee - Soccer	Per team, per season	\$ 60.00	\$ -	\$ 60.00
94	Team Fee - Basketball	Per team, per season	\$ 60.00	\$ -	\$ 60.00
95	Non-Resident Fee	Per person associated with teams outside of city	\$ 10.00	\$ -	\$ 10.00
96	PARKS AND RECREATION				
97	Light Key Deposit	For fields with lights, deposit required prior to issuing light key	\$ 50.00	\$ -	\$ 50.00
98	Harrington New Pavilion, Resident	Per hour (electric and lighting, no picnic tables)	\$ 30.00	\$ -	\$ 30.00
99	Harrington New Pavilion, Non-Resident	Per hour (electric and lighting, no picnic tables)	\$ 50.00	\$ -	\$ 50.00
100	Red Bird Pavilion, Resident	Per hour (electric and lighting)	\$ 30.00	\$ -	\$ 30.00
101	Red Bird Pavilion, Non-Resident	Per hour (electric and lighting)	\$ 50.00	\$ -	\$ 50.00
102	BALLFIELD RESERVATIONS				
103	Lakeside (Football and Softball I/II)				
104	High School Tennis Courts				
105	Ballfield Reservation - Lighted, Resident	Per hour	\$ 30.00	\$ -	\$ 30.00
106	Ballfield Reservation - Lighted, Non-Resident	Per hour	\$ 60.00	\$ -	\$ 60.00
107	Ballfield Reservation - Unlighted, Resident	Per hour	\$ 15.00	\$ -	\$ 15.00
108	Ballfield Reservation - Unlighted, Non-Resident	Per hour	\$ 30.00	\$ -	\$ 30.00
109	Tennis - Lighted	Per court, per hour	\$ 4.00	\$ -	\$ 4.00
110	Tennis - Unlighted	Per court, per hour	\$ 2.00	\$ -	\$ 2.00
111	Association Light Fee	Per electric bill - energy cost plus KWH usage	\$ 0.04	\$ -	\$ 0.04
112	Tournament Fees				
113	Non-City Sponsored Tournaments	Per day per field with or without lights	\$ 150.00	\$ -	\$ 150.00
114	Friday Rental Rate	Per hour pro-rated	\$ 13.00	\$ -	\$ 13.00

Page 7 of 18

Proposed Master Fee Schedule FY 2020-21

5 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PARKS AND RECREATION

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
115	Park Fees				
116	Concessions Permit	Per day for private sales in park	\$ 50.00	\$ -	\$ 50.00
138	SENIOR CENTER				
139	Resident - Annual	Membership fee	\$ 15.00	\$ -	\$ 15.00
140	Non-Resident - Annual	Membership fee	\$ 20.00	\$ -	\$ 20.00
141	SPECIAL EVENTS PERMIT				
142	Permit application		\$ 100.00	\$ -	\$ 100.00
143	Special events deposit	Deposit and bond for balance of estimated costs or \$200.00, whichever is greater, to be paid not less than 7 working days before the date of special event shown on permit.	50% of estimated reimbursable costs		50% of estimated reimbursable costs

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
FIELDHOUSE

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/01/19	Proposed Change for FY20-21	Proposed Fee Effective 10/1/20
1	FIELDHOUSE				
2	COURT RENTAL - BASKETBALL				
3	Court Rental - Tournaments, Leagues, Practice,	Per court / hour	\$ 50.00	\$ -	\$ 50.00
4	Half Court Rental	Per court / hour	\$ 25.00	\$ -	\$ 25.00
5	Practice - Weekdays - 9:00a to 6:00p	Per court / hour	\$ 35.00	\$ -	\$ 35.00
6	Private Court Rental	Per court / hour	\$ 60.00	\$ -	\$ 60.00
7	Sunday Night League - 5:00p to 9:00p	5 courts	\$ 3,000.00	\$ -	\$ 3,000.00
8	Court Rental - Free Play	Per court / hour	\$ 5.00	\$ -	\$ 5.00
9	COURT RENTAL - VOLLEYBALL				
10	Court Rental - Tournaments, Leagues, Practice,	Per net / hour	\$ 35.00	\$ -	\$ 35.00
11	Private Court Rental	Per net / hour	\$ 45.00	\$ -	\$ 45.00
12	Private Lessons - 9:00a to 6:00p	Per net / hour	\$ 25.00	\$ -	\$ 25.00
13	OTHER SPORTS REVENUE				
14	Martial Arts - Karate/Jiu-Jitsu	Per court / hour	\$ 50.00	\$ -	\$ 50.00
15	Soccer/Futsal	Per court / hour	\$ 50.00	\$ -	\$ 50.00
16	Security	Per officer / hour	\$ 20.00	\$ 10.00	\$ 30.00
17	City of Duncanville Police	Per officer / hour	\$ 45.00	\$ -	\$ 45.00
18	Parking	Flat Rate for large event - \$2,000 Per Car for regular event- \$5.00	See Comments	\$ -	See Comments
19	ROOM RENTALS				
20	Room - Center	Per hour - 50% deposit required	\$ 60.00	\$ -	\$ 60.00
21	Room - Lounge	Per hour - 50% deposit required	\$ 50.00	\$ -	\$ 50.00
22	Room - Event	Per hour - 50% deposit required	\$ 150.00	\$ -	\$ 150.00
23	Room - the STUDIO	Per hour - 50% deposit required	\$ 50.00	\$ 10.00	\$ 60.00
24	Room - Meeting	Per hour - 50% deposit required	\$ 50.00	\$ 10.00	\$ 60.00
25	Outside - Patio	Per hour - 50% deposit required	\$ 75.00	\$ -	\$ 75.00
29	CAMPS / BEFORE & AFTER SCHOOL				
30	Registration	One-time fee per student	\$ 75.00	\$ -	\$ 75.00
31	Public School Before School Drop Off Only	Weekly fee per student, \$5.00 Sibling Discount	\$ 55.00	\$ -	\$ 55.00
32	Public School After School Pick-up Only	Weekly fee per student, \$5.00 Sibling Discount	\$ 60.00	\$ -	\$ 60.00
33	Public School Before/After School Drop Off & Pick-Up	Weekly fee per student, \$5.00 Sibling Discount	\$ 75.00	\$ -	\$ 75.00
34	Charter School Before School Drop Off Only	Weekly fee per student, \$5.00 Sibling Discount	\$ 55.00	\$ -	\$ 55.00
35	Charter School After School Pick-up Only	Weekly fee per student, \$5.00 Sibling Discount	\$ 70.00	\$ -	\$ 70.00
36	Charter School Before/After School Drop Off & Pick-Up	Weekly fee per student, \$5.00 Sibling Discount	\$ 85.00	\$ -	\$ 85.00
37	Daily Drop Off Rate For No-School Days - Enrolled in Before/After School Program	Daily fee per student	\$ 30.00	\$ -	\$ 30.00
38	Daily Drop Off Rate For No-School Days - Students Not Enrolled in Before/After School Program	Daily fee per student	\$ 35.00	\$ -	\$ 35.00
39	OTHER REVENUE				
40	Linen Rental	Per Table Cloth	\$ 15.00	\$ -	\$ 15.00
41	Alcohol Permits	Per Event	\$ 50.00	\$ -	\$ 50.00
42	Copies	Per Copy	\$ 0.25	\$ -	\$ 0.25

MASTER FEE SCHEDULE
POLICE

Exhibit A

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
1	POLICE DEPARTMENT				
2	Mobile Video System DVD's	\$3 ea. + \$15 hour labor charge (locating, compiling responsive information)	See Comments	\$ -	See Comments
3	Body Worn Camera DVD's	\$10 ea + \$1 per minute released + \$15hr labor charge	See Comments	\$ -	See Comments
4	Offense report	Per page.	\$ 0.10	\$ -	\$ 0.10
5	Accident report	Per report (\$4.00 plus \$2.00 certification fee)	\$ 6.00	\$ -	\$ 6.00
6	Solicitor permit	Per person.	\$ 50.00	\$ -	\$ 50.00
7	All fingerprinting fee	Per person.	\$ 10.00	\$ -	\$ 10.00
8	Certified copy/ Notarized copy	Per report	\$ 2.50	\$ -	\$ 2.50
9	VIN Inspections	Per Inspection	\$ 40.00	\$ -	\$ 40.00
10	ALARM SYSTEMS				
11	Permit	Per year.	\$ 35.00	\$ -	\$ 35.00
12	Excessive false alarm fee	Per false alarm; > 3 < 6 during 12-month period.	\$ 50.00	\$ -	\$ 50.00
13	Excessive false alarm fee	Per false alarm; > 6 < 8 during 12-month period.	\$ 75.00	\$ -	\$ 75.00
14	Excessive false alarm fee	Per false alarm; > 8 during a 12-month period	\$ 100.00	\$ -	\$ 100.00
15	911 SERVICE FEES (Updated 03/01/2015)				
16	Resident	Per month per local exchange access line.	\$ 1.00	\$ -	\$ 1.00
17	Business	Per month per local exchange access line.	\$ 1.25	\$ -	\$ 1.25
18	Business trunk line	Per month per local exchange access line.	\$ 1.50	\$ -	\$ 1.50
19	VoIP line Resident	Per month per each VoIP line.	\$ 1.00	\$ -	\$ 1.00
20	VoIP business	Per month per each VoIP line.	\$ 1.25	\$ -	\$ 1.25
21	VoIP Business Trunk Line	Per month per each VoIP business trunk line.	\$ 1.50	\$ -	\$ 1.50
22	TOWING FEES	Per contract with J & S Towing			
23	Wrecker charge	Per call.	\$ 55.00	\$ -	\$ 55.00
24	Wrecker charge, medium duty	Per hour.	\$ 140.00	\$ -	\$ 140.00
25	Wrecker charge, heavy duty	Per hour.	\$ 170.00	\$ -	\$ 170.00
26	Mileage outside Duncanville city limits	Per loaded mile.	\$ 3.00	\$ -	\$ 3.00
27	Call out, no tow, cleanup	Per call.	\$ 30.00	\$ -	\$ 30.00
28	Call out, no tow, disregard call	Per call.	No charge		No charge
29	Recovery/waiting time	Per hour.	\$ 30.00	\$ -	\$ 30.00
30	City vehicle storage charge		No charge		No charge
31	Police Department tire change	Each tire change.	No charge		No charge
32	Tow charge, City vehicle under 1-ton	Per call.	No charge		No charge
33	Semi-tractor trailer "boot" application	Per call.	\$ 300.00	\$ -	\$ 300.00
34	ANIMAL CONTROL				
35	Tri Cities Regional Animal Shelter				
36	Animal Impoundment, 1st offense	Per animal.	\$ 30.00	\$ -	\$ 30.00
37	Animal Impoundment, 2nd offense	Per animal.	\$ 100.00	\$ -	\$ 100.00
38	Animal Impoundment, 3rd offense	Per animal.	\$ 200.00	\$ -	\$ 200.00
39	Animal Impoundment, 4th offense	Per animal.	\$ 300.00	\$ -	\$ 300.00
40	Boarding fee	Per night.	\$ 10.00	\$ 5.00	\$ 15.00
41	Rabies observation fee	Per night.	\$ 30.00	\$ -	\$ 30.00
42	Non-resident surrender fee, animal	Per animal. (reduction per Tri-City Animal Shelter)	\$ 15.00	\$ -	\$ 15.00
43	Non-resident surrender fee, litter	Per litter (up to 4); \$5.00 each additional animal.(no longer a fee)	\$ -	\$ -	\$ -
44	Animal adoption	Each dog or cat. (\$25.00 adoption + \$25.00 sterilization voucher)	\$ 105.00	\$ 45.00	\$ 150.00
45	Microchip and registration	Each dog or cat.	\$ 25.00	\$ -	\$ 25.00
46	Veterinarian disposal fee	Each dog, cat or small animal	\$ 15.00	\$ -	\$ 15.00
47	Animal Permits				
48	Wild animal	Per year.	\$ 10.00	\$ -	\$ 10.00
49	Livestock	Per year.	\$ 10.00	\$ -	\$ 10.00
50	Cats over limit	Per year.	\$ 10.00	\$ -	\$ 10.00
51	Dogs over limit	Per year.	\$ 10.00	\$ -	\$ 10.00
52	TAXICAB PERMITS				
53	Operating permit fee	Per year.	\$ 150.00	\$ -	\$ 150.00
54	Vehicle inspection fee	Annual, per vehicle.	\$ 10.00	\$ -	\$ 10.00
55	Driver fee	Per year.	\$ 10.00	\$ -	\$ 10.00
56	SEXUALLY ORIENTED BUSINESSES				
57	Sexually oriented business	Per year.	\$ 525.00	\$ -	\$ 525.00
58	Massage establishment	Per year.	\$ 625.00	\$ -	\$ 625.00
59	Class A Dance Hall	Per year.	\$ 525.00	\$ -	\$ 525.00
60	Class B Dance Hall	Per year.	\$ 525.00	\$ -	\$ 525.00
61	Class C Dance Hall	Per year.	\$ 525.00	\$ -	\$ 525.00
62	Class D Dance Hall	Per year.	\$ 675.00	\$ -	\$ 675.00
63	Class E Dance Hall	Per year.	\$ 675.00	\$ -	\$ 675.00

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
FIRE

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/1/20
	FIRE DEPARTMENT				
1	AMBULANCE FEES				
2	BLS Emergency Service, resident	Per transport.	\$ 825.00	\$ -	\$ 825.00
3	BLS Emergency Service, non-resident	Per transport.	\$ 900.00	\$ -	\$ 900.00
4	ALS1 Emergency Service, resident	Per transport.	\$ 1,050.00	\$ -	\$ 1,050.00
5	ALS1 Emergency Service, non-resident	Per transport.	\$ 1,125.00	\$ -	\$ 1,125.00
6	ALS2 Emergency Service, resident	Per transport.	\$ 1,200.00	\$ -	\$ 1,200.00
7	ALS2 Emergency Service, non-resident	Per transport.	\$ 1,275.00	\$ -	\$ 1,275.00
8	Non Transport Fee	Per Call	\$ 125.00	\$ -	\$ 125.00
9	Mileage	Per loaded mile.	\$ 15.00	\$ -	\$ 15.00
10	PERMIT FEES				
11	Spray Booth or Hood Extinguisher System	Per permit.	\$ 75.00	\$ -	\$ 75.00
12	Operational permit	Sections 105.6.1 through 105.6.46	IFC		IFC
13	Construction permit	Sections 105.7.1 through 105.7.12	IFC		IFC
14	Minor fire alarm review (repairs)	Per permit.	\$ 25.00	\$ -	\$ 25.00
15	Fire alarm registration fee	Per year.	\$ 35.00	\$ -	\$ 35.00
16	Fire alarm systems (1 to 10 devices)	Per permit.	\$ 50.00	\$ -	\$ 50.00
17	Fire alarm systems (11 to 25 devices)	Per permit.	\$ 75.00	\$ -	\$ 75.00
18	Fire alarm systems (26 to 100 devices)	Per permit.	\$ 150.00	\$ -	\$ 150.00
19	Fire alarm systems (101 to 200 devices)	Per permit.	\$ 200.00	\$ -	\$ 200.00
20	Fire alarm systems (201 to 400 devices)	Per permit.	\$ 400.00	\$ -	\$ 400.00
21	Fire alarm systems (over 400 devices)	Per device	\$ 1.00	\$ -	\$ 1.00
22	Fire sprinkler system (1 to 19 heads)	Per permit.	\$ 50.00	\$ -	\$ 50.00
23	Fire sprinkler system (20 to 99 heads)	Per permit.	\$ 75.00	\$ -	\$ 75.00
24	Fire sprinkler system (100 to 299 heads)	Per permit.	\$ 150.00	\$ -	\$ 150.00
25	Fire sprinkler system (300 to 1000 heads)	Per permit.	\$ 300.00	\$ -	\$ 300.00
26	Fire sprinkler system (over 1000 heads)	Per head	\$ 0.30	\$ -	\$ 0.30
27	Fire Pumps, standpipe systems, special sys	Per permit.	\$ 100.00	\$ -	\$ 100.00
28	Access control gates	Per gate	\$ 100.00	\$ -	\$ 100.00
29	Additional acceptance tests	Per test	\$ 75.00	\$ -	\$ 75.00
30	No permit penalty	Per permit.	Double applicable fee		Double applicable fee
31	No permit penalty subsequent violations	Per permit.	Triple applicable fee		Triple applicable fee
32	Multi-Use permit (any combination)	All permits	\$ 250.00	\$ -	\$ 250.00
33	Contractor registration	Per year.	\$ 100.00	\$ -	\$ 100.00
34	Environmental site assessment	Per hour	\$ 75.00	\$ -	\$ 75.00
35	Combustible liquid storage tank	Per tank	\$ 250.00	\$ -	\$ 250.00
36	Underground storage tank removal	Per tank	\$ 200.00	\$ -	\$ 200.00
37	Temporary above ground tank	Per tank	\$ 100.00	\$ -	\$ 100.00
38	LP Gas storage tank	Per tank	\$ 250.00	\$ -	\$ 250.00
39	Pyrotechnics	Per event	\$ 100.00	\$ -	\$ 100.00
40	Pyrotechnics	Per year unlimited events	\$ 500.00	\$ -	\$ 500.00
41	After hours inspections (min charge two hours)	Per hour	\$ 100.00	\$ -	\$ 100.00
42	Temporary membrane structures	Per structure	\$ 100.00	\$ -	\$ 100.00
43	Controlled burning	Per day	\$ 100.00	\$ -	\$ 100.00

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

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

Page 12 of 18

Proposed Master Fee Schedule FY 2020-21

10 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21	Proposed Fee Effective 10/1/20
59	Total Square Feet				
60	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated project fee			
61	0-1500	per square foot	\$ 4.00	\$ -	\$ 4.00
62	1501-2500	per square foot	\$ 3.60	\$ -	\$ 3.60
63	2501-3500	per square foot	\$ 2.95	\$ -	\$ 2.95
64	3501-4500	per square foot	\$ 2.75	\$ -	\$ 2.75
65	4501-5500	per square foot	\$ 2.55	\$ -	\$ 2.55
66	5501-6500	per square foot	\$ 2.45	\$ -	\$ 2.45
67	6500 or more	per square foot	\$ 2.35	\$ -	\$ 2.35
68	BUILDING PERMITS	COMMERCIAL BUILDING REMODEL			
69	Total Square Feet				
70	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated project fee			
71	0-1500	per square foot	\$ 0.35	\$ -	\$ 0.35
72	1501-2500	per square foot	\$ 0.30	\$ -	\$ 0.30
73	2501-3500	per square foot	\$ 0.28	\$ -	\$ 0.28
74	3501-4500	per square foot	\$ 0.26	\$ -	\$ 0.26
75	4501-5500	per square foot	\$ 0.24	\$ -	\$ 0.24
76	5501-6500	per square foot	\$ 0.23	\$ -	\$ 0.23
77	6500 or more	per square foot	\$ 0.22	\$ -	\$ 0.22
78	INSPECTIONS / PLAN REVIEW				
79	Commercial Pool/Spa Inspection Fee	Inspected 4 times a year	\$ 200.00	\$ -	\$ 200.00
80	Inspections outside normal business hours (2 hour minimum)	All charges per hour or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.	\$ 50.00	\$ -	\$ 50.00
81	Reinspection fees	Inspection required after failure to comply with first notice of violation	\$ 50.00	\$ -	\$ 50.00
82	Inspections for which no fee is specifically indicated (half-hour minimum)		\$ 50.00	\$ -	\$ 50.00
83	Additional plan review required by changes, additions, or revisions to plans (half-hour minimum)		\$ 50.00	\$ -	\$ 50.00
84	Use of outside consultants for plan checking and inspections or both	To include administrative and overhead costs.	Actual Cost		Actual Cost
85	CONTRACTOR REGISTRATION				
86	General Contractor Registration - fence, concrete, sign, landscape irrigation installer, solar, backflow inspector (BPAT)	Annual Fee - requires \$100,000 liability insurance	\$ 100.00	\$ -	\$ 100.00
87	ELECTRICAL PERMITS	Unrelated to new construction or remodeling.			
88	Electrical work done with no permit	Work performed without permit when a permit is required - double the calculated project fee			
89	Service change		\$ 75.00	\$ -	\$ 75.00
90	Meter change		\$ 75.00	\$ -	\$ 75.00
91	PLUMBING PERMITS	Unrelated to new construction or remodeling.			
92	Plumbing work done with no permit	Work performed without permit when a permit is required - double the calculated project fee	NEW		Based on job value
93	First fixture		\$ 30.00	\$ -	\$ 30.00
94	Sewer relay		\$ 75.00	\$ -	\$ 75.00
95	Gas line relay		\$ 75.00	\$ -	\$ 75.00
96	Water heater installation		\$ 75.00	\$ -	\$ 75.00
97	Water treatment system installation		\$ 75.00	\$ -	\$ 75.00
98	Backflow device inspection		\$ 75.00	\$ -	\$ 75.00
99	Landscape Irrigation Installation		\$ 100.00	\$ -	\$ 100.00
100	Gas Test & minor repair		\$ 75.00	\$ -	\$ 75.00
101	Grease Trap		\$ 100.00	\$ -	\$ 100.00
102	Sand Trap		\$ 100.00	\$ -	\$ 100.00
103	Steam boiler installation		\$ 30.00	\$ -	\$ 30.00
104	AIR CONDITIONING PERMITS	Unrelated to new construction or remodeling.			
105	HVAC Done Without Permit	Double the calculated project fee	See Comments	\$ -	See Comments
106	Mechanical - Repair or Alteration		\$ 75.00	\$ -	\$ 75.00
107	Residential New HVAC system	per system	\$ 75.00	\$ -	\$ 75.00
108	Commercial New HVAC system		\$ 150.00	\$ -	\$ 150.00
109	Walk-In Cooler Installation		\$ 75.00	\$ -	\$ 75.00
110	MISC. PERMITS / FEES	Including all trades, if applicable.			
111	Work Done Without Permit	Double the calculated project fee	See Comments		See Comments
112	Residential Remodel, repair, or alteration to existing house (excludes an increase in sq ft)		\$ -	\$ 125.00	\$ 125.00
113	Solar		\$ 150.00	\$ -	\$ 150.00
114	Foundation		\$ 150.00	\$ -	\$ 150.00
115	Swimming Pool		\$ 75.00	\$ -	\$ 75.00

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21	Proposed Fee Effective 10/1/20
116	Spa / hot tub / Pool (above ground, 24" deep or greater)		\$ 75.00	\$ -	\$ 75.00
117	Type B Accessory building 0-399 sqft	no MEP included, separate permit required	\$ 75.00	\$ -	\$ 75.00
118	Type A Accessory building 400 sqft or greater	no MEP included, separate permit required	\$ 150.00	\$ -	\$ 150.00
119	Roof Shingle Replacement - Residential	Greater than 1 bundle of shingles replaced (33 SF)	\$ -	\$ 75.00	\$ 75.00
120	Roof Decking Replacement - Residential		\$ -	\$ 150.00	\$ 150.00
121	Roof Shingles/ Composition Replacement - Commercial	Greater than 1 bundle of shingles replaced (33 SF)	\$ -	\$ 150.00	\$ 150.00
122	Roof Decking Replacement - Commercial		\$ -	\$ 300.00	\$ 300.00
123	Thermoplastic Olefin (TPO)	New Roof	\$ -	\$ 450.00	\$ 450.00
124	All concrete: sidewalk, driveway approach and non residential parking lot	per square foot, Maximum \$250 on Residential, and \$1000.00 on Commercial	\$ 0.50	\$ -	\$ 0.50
125	Asphalt Street tie-in to concrete drive approach	Per linear foot	\$ 6.00	\$ -	\$ 6.00
126	Structure moving, within City limits	Code of Ordinances Section 5-58	\$ 100.00	\$ -	\$ 100.00
127	Structure moving, into City	Code of Ordinances Section 5-58	\$ 100.00	\$ -	\$ 100.00
128	Construction Trailer	To set a construction trailer on a job site	\$ 100.00	\$ -	\$ 100.00
129	Building demolition		\$ 100.00	\$ -	\$ 100.00
130	Gasoline fuel tanks		\$ 150.00	\$ -	\$ 150.00
131	Tent or canopy	Four permits per year, 14 days each	\$ 25.00	\$ -	\$ 25.00
132	Residential Fence		\$ 75.00	\$ -	\$ 75.00
133	Commercial Fence	3 inspections required	\$ 225.00	\$ -	\$ 225.00
134	Storage Containers	Annual Fee - two permits per year, 15 days each	\$ 25.00	\$ -	\$ 25.00
135	Occasional sale / residential garage sale	Four permits per year, two each six-month period	No charge	\$ -	No charge
136	Parking lot and/or tent sale	Four permits per year, 14 days each	\$ 50.00	\$ -	\$ 50.00
137	Seasonal sale		\$ 50.00	\$ -	\$ 50.00
138	Seasonal garden center		\$ 50.00	\$ -	\$ 50.00
139	Handbill application	Per year.	\$ 50.00	\$ -	\$ 50.00
140	Handbill permit, one day		\$ 15.00	\$ -	\$ 15.00
141	Handbill permit, one week		\$ 40.00	\$ -	\$ 40.00
142	Handbill permit, one year		\$ 400.00	\$ -	\$ 400.00
143	Administrative Fee	Contracting for abatement of Code Violation per Occurrence; minimum charge of \$100	\$100 or 10% of cost, whichever is higher	\$ -	\$100 or 10% of cost, whichever is higher
144	Vacant building registration	Annual Fee	\$ 750.00	\$ (625.00)	\$ 125.00
145	Vacant building inspection	Annual Fee- \$50.00, plus an additional \$0.01 per square foot over 5,000 ft. Late fee - additional \$50.00 for every 30th day the registration is late.	See Comments	\$ -	\$50 or \$0.01/sf whichever is higher
146	Residential Rental Property Registration	Registration, Inspection, and RCO	\$ 75.00	\$ -	\$ 75.00
147	Residential Rental Property Registration	Annual fee per single-family, duplex, or townhouse rental unit	\$ 25.00	\$ -	\$ 25.00
148	Residential Administrative Fee	Upon change of ownership with a registration year	\$ 10.00	\$ -	\$ 10.00
149	Residential Rental Property Certificate of Occupancy	Per occupancy, once every two years or with every new tenant, whichever occurs first	\$ 10.00	\$ -	\$ 10.00
150	Rental Certificate of Occupancy Replacement Fee	Replacement of lost, destroyed or mutilated Rental Certificate of Occupancy	\$ 10.00	\$ -	\$ 10.00
151	Rental Registration Late Fee	If any registration renewal fee is paid over 30 days after the due date	\$ 50.00	\$ -	\$ 50.00
152	Street name change Request	Cost to file application and to bring case to Council for approval	\$ 125.00	\$ -	\$ 125.00
153	Street Name Change - Sign Fabricate & Install	Cost varies based on size of signs and number of signs needed.		\$ -	Reimburse City Actual Cost
154	SMALL CELL AND NETWORK NODES				
155	Small Cell/Network node application fee	1-5 network nodes	\$ 500.00	\$ -	\$ 500.00
156	Small Cell/Network node application fee	Additional network nodes beyond 5, each	\$ 250.00	\$ -	\$ 250.00
157	Small Cell/Network node application fee	Each pole to be erected	\$ 1,000.00	\$ -	\$ 1,000.00
158	Small Cell/Network node annual user fee	Each network node	\$ 250.00	\$ -	\$ 250.00
159	Transport Facility monthly user fee	Each network node in right-of-way providing backhaul	\$ 28.00	\$ -	\$ 28.00
160	Collocation on city poles annual user fee	Each pole	\$ 20.00	\$ -	\$ 20.00
161	FOOD ESTABLISHMENT FEES				
162	Health permit				
163	Class 1A (full service restaurants with dining area, and supermarkets without a deli/bakery in the store)	Per fiscal year.	\$ 425.00	\$ -	\$ 425.00
164	Class 2A (ex. Supermarkets with deli/bakery, fast food establishments, convenience stores, variety stores, mobile vendors, day care and schools)	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
165	Class 3A (Seasonal Establishments)	Per fiscal year.	\$ 175.00	\$ -	\$ 175.00
166	Retail	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
167	All large retail stores will be assessed separate permit fees for each operational function				
168	Meat Market	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00

Page 14 of 18

Proposed Master Fee Schedule FY 2020-21

12 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10/1/19	Proposed Change for FY20-21	Proposed Fee Effective 10/1/20
169	Deli	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
170	Seafood	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
171	Restaurant	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
172	Bakery	Per fiscal year.	\$ 250.00	\$ -	\$ 250.00
173	School cafeteria	Per school cafeteria per fiscal year.	\$ 250.00	\$ -	\$ 250.00
174	Temporary food permit, first day		\$ 25.00	\$ -	\$ 25.00
175	Temporary food permit, additional day	Not to exceed 10 days.	\$ 5.00	\$ -	\$ 5.00
176	Re-check fee, all classifications		\$ 100.00	\$ -	\$ 100.00
177	Health Permit Late fees				
178	After October 10 of fiscal year	First late fee	\$ 50.00	\$ -	\$ 50.00
179	Every 10 days thereafter	in addition to the First \$50.00 late fee	\$ 50.00	\$ -	\$ 50.00
180	Not received by November 1st	Will result in establishment closure.	\$ 100.00	\$ -	\$ 100.00
181	New Establishment or change of ownership administrative fee in addition to Health Permit		\$ 35.00	\$ -	\$ 35.00

Exhibit A

EXHIBIT A
**MASTER FEE SCHEDULE
 UTILITIES**

	DEPARTMENT	BASIS/COMMENTS	FEE Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
	UTILITIES				
1	WATER & SEWER CONNECTION / TAP FEES				
2	Water connection fees				
3	3/4"	Based on cost of water meter	\$ 252.00	\$ -	\$ 252.00
4	1"	Based on cost of water meter	\$ 348.00	\$ -	\$ 348.00
5	1 1/2"	Based on cost of water meter	\$ 600.00	\$ -	\$ 600.00
6	2"	Based on cost of water meter	\$ 1,600.00	\$ -	\$ 1,600.00
7	Larger than 2"		Total cost plus 10%		Total cost plus 10%
8	Water tap fees	IN ADDITION TO CONNECTION FEE FOR NEW SERVICE INSTALL			
9	1"	Based on cost of materials & labor + 100% pavement repair charges	\$ 1,600.00	\$ -	\$ 1,600.00
10	2"	Based on cost of materials & labor + 100% pavement repair charges	\$ 2,000.00	\$ -	\$ 2,000.00
11	Larger than 2"		Total cost plus 10% and pavement repair charges.	\$ -	Total cost plus 10% and pavement repair charges.
12	Sewer connection fees	ONLY IF EXISTING SEWER SERVICE IS AVAILABLE TO PROPERTY			
13	Residential	Connecting private sewer to city sewer available near property line	\$ 200.00	\$ -	\$ 200.00
14	Non-Residential	Connecting private sewer to city sewer available near property line	\$ 200.00	\$ -	\$ 200.00
15	Sewer tap fees	IN ADDITION TO CONNECTION FEE FOR NEW SERVICE INSTALL			
16	Service Line - 4"	Up to 25 feet of sewer piping + 100% pavement repair charges	\$ 1,800.00	\$ -	\$ 1,800.00
17	Service Line - 6"	Up to 25 feet of sewer piping + 100% pavement repair charges	\$ 2,000.00	\$ -	\$ 2,000.00
18	Linear Foot Charge (per foot after 25ft.)	\$36.25 per additional linear foot + 100% pavement repair charges	\$ 36.25	\$ -	\$ 36.25
19	Pavement repair charges				
20	Sidewalk	Per square foot.	\$ 5.10	\$ -	\$ 5.10
21	Street	Per square foot.	\$ 7.50	\$ -	\$ 7.50
22	WATER RATES	Monthly rates to be charged for water on a monthly basis			
23		as determined by water meter readings.			
24	Residential				
25	Minimum water charge, up to 1,000 gal.	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00
26	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 3.76	\$ -	\$ 3.76
27	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 4.85	\$ -	\$ 4.85
28	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 5.98	\$ -	\$ 5.98
29	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 7.09	\$ -	\$ 7.09
30	Commercial				
31	Minimum water charge, up to 1,000 gal.	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00
32	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 3.38	\$ -	\$ 3.38
33	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 4.41	\$ -	\$ 4.41
34	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 5.45	\$ -	\$ 5.45
35	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 5.45	\$ -	\$ 5.45
36	Multi-Family				
37	Minimum water charge, up to 1,000 gal.	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00
38	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 3.38	\$ -	\$ 3.38
39	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 4.41	\$ -	\$ 4.41
40	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 5.45	\$ -	\$ 5.45
41	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 5.45	\$ -	\$ 5.45
42	Irrigation				
43	Minimum water charge	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00
44	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 3.85	\$ -	\$ 3.85
45	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 4.98	\$ -	\$ 4.98
46	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 6.11	\$ -	\$ 6.11
47	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 7.22	\$ -	\$ 7.22
48	Schools				
49	Minimum water charge, up to 1,000 gal.	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00
50	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 5.48	\$ -	\$ 5.48
51	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 6.49	\$ -	\$ 6.49
52	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 7.49	\$ -	\$ 7.49
53	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 8.50	\$ -	\$ 8.50
54	Municipal				
55	Minimum water charge	Per month, per unit.	\$ 14.00	\$ -	\$ 14.00

Page 16 of 18

Proposed Master Fee Schedule FY 2020-21

14 of 16

Exhibit A

EXHIBIT A
MASTER FEE SCHEDULE
UTILITIES

	DEPARTMENT	BASIS/COMMENTS	FEE Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
56	1,000 to 7,000 gallons	Per 1,000 gallons for water usage in excess of 1,000 gallons but not more than 7,000 gallons per unit.	\$ 6.49	\$ -	\$ 6.49
57	7,000 to 15,000 gallons	Per 1,000 gallons for water usage in excess of 7,000 gallons but not more than 15,000 gallons per unit.	\$ 7.49	\$ -	\$ 7.49
58	15,000 to 30,000 gallons	Per 1,000 gallons for water usage in excess of 15,000 gallons but not more than 30,000 gallons per unit.	\$ 8.50	\$ -	\$ 8.50
59	Over 30,000 gallons	Per 1,000 gallons for water usage of 30,000 gallons or more per unit.	\$ 9.49	\$ -	\$ 9.49
60	WATER DEPOSITS AND FEES				
61	Deposit, residential		\$ 75.00	\$ -	\$ 75.00
62	Deposit, commercial		\$ 125.00	\$ -	\$ 125.00
63	Deposit, Realtor	For one house; \$25.00 for each additional house.	\$ 75.00	\$ -	\$ 75.00
64	Convenience fee (credit card over the phone)	Per transaction	\$ 15.00	\$ -	\$ 15.00
65	Returned check fee	Per check.	\$ 35.00	\$ -	\$ 35.00
66	Delinquent charge (Commercial)	Based on total bill, including water, sewer, garbage, and drainage fees.	10%		10%
67	Delinquent charge (Residential)	Change from 5% of outstanding bill to a flat fee (Based on total bill, including water, sewer, garbage, and drainage fees.)	10%		10%
68	Deposit, fire hydrant meter	Based on cost of hydrant meter/backflow assembly & labor	\$ 2,000.00	\$ -	\$ 2,000.00
69	Reconnections				
70	During business hours: single-family, duplexes, multi-family 9 units or less	Additional \$35.00 if meter was pulled.	\$ 35.00	\$ -	\$ 35.00
71	During business hours: multi-family with 10 units or more		\$ 70.00	\$ -	\$ 70.00
72	After hours / holidays: single-family, duplexes, multi-family 9 units or less		\$ 45.00	\$ -	\$ 45.00
73	After hours / holidays: multi-family with 10 units or more		\$ 120.00	\$ -	\$ 120.00
74	Charge if customer turns water on illegally, meter in place	Per occurrence	\$ 50.00	\$ -	\$ 50.00
75	Charge if customer illegally installs bypass, meter or no meter	Per occurrence	\$ 150.00	\$ -	\$ 150.00
76	SEWER RATES				
77	Fixed rates				
78	Residential	Per connection (without tax)	\$ 19.25	\$ -	\$ 19.25
79	Multi-family	Per living unit (without tax)	\$ 9.07	\$ -	\$ 9.07
80	Commercial, Schools, Municipal	Per connection (without tax)	\$ 9.07	\$ -	\$ 9.07
81	Variable rates				
82	Residential	Per 1,000 gallons; based on winter months average without tax	\$ 8.22	\$ -	\$ 8.22
83	Multi-family	Per 1,000 gallons; based on 90% of water consumption without tax	\$ 9.25	\$ -	\$ 9.25
84	Commercial, Schools and Municipal	Per 1,000 gallons; based on 85% of water consumption without tax	\$ 9.07	\$ -	\$ 9.07
85	SOLID WASTE RATES				
86	Single-family & duplex, curbside service	Per dwelling unit without tax	\$ 23.99	\$ 0.37	\$ 24.36
87	Single-family & duplex, alley service	Per dwelling unit without tax	\$ 30.08	\$ 0.46	\$ 30.54
88	Multi-family, curbside service	Per dwelling unit without tax	\$ 23.99	\$ 0.37	\$ 24.36
89	Multi-family, alley pickup	Per dwelling unit without tax	\$ 30.08	\$ 0.46	\$ 30.54
90	Commercial accounts serviced by residential trucks				
91	First cubic yard	Per month, without tax	\$ 30.78	\$ 0.73	\$ 31.51
92	Each additional yard	Per month, without tax	\$ 11.45	\$ 0.33	\$ 11.78
93	Obstruction in front of container	Per month, without tax	\$ 17.00	\$ 0.49	\$ 17.49
94	Commercial accounts				
95	Commercial containers / collection	Rates specified in contract with service provider and subject to CPI increases.	See Comments		See Comments
96	Commercial containers / burned	Rates specified in contract with service provider and subject to CPI increases.	See Comments		See Comments
97	PRIVATE COLLECTION LICENSES				
98	Class A				
99	Each vehicle, up to 1/2 ton	Per year.	\$ 25.00	\$ -	\$ 25.00
100	Each vehicle, 1/2 ton to 2 tons	Per year.	\$ 35.00	\$ -	\$ 35.00
101	Each vehicle, 2 tons or more	Per year.	\$ 50.00	\$ -	\$ 50.00
102	Class B				
103	Class C				
104	LANDFILL FEES				
105	STORMWATER CHARGES				
106	Residential	Per month, per dwelling unit	\$ 3.50	\$ -	\$ 3.50
107	Multi-family	Per month x # of ERU (Equivalent Residential Unit of 4,300 square feet); \$10.00 minimum premise account for properties with only a single premise. \$3.50 minimum per premise account for property parcel with multiple premises.	\$ 3.50	\$ -	\$ 3.50
108	Churches	Per month x # of ERU (Equivalent Residential Unit of 4,300 square feet); \$10.00 minimum premise account for properties with only a single premise. \$3.50 minimum per premise account for property parcel with multiple premises.	\$ 3.50	\$ -	\$ 3.50

Exhibit A

EXHIBIT A
**MASTER FEE SCHEDULE
 UTILITIES**

	DEPARTMENT	BASIS/COMMENTS	FEE Effective 10/01/19	Proposed Change for FY 20-21	Proposed Fee Effective 10/01/20
109	Schools	Per month x # of ERU (Equivalent Residential Unit of 4,300 square feet); \$10.00 minimum premise account for properties with only a single premise. \$3.50 minimum per premise account for property parcel with multiple premises.	\$ 3.50	\$ -	\$ 3.50
110	Commercial	Per month x # of ERU (Equivalent Residential Unit of 4,300 square feet); \$10.00 minimum premise account for properties with only a single premise. \$3.50 minimum per premise account for property parcel with multiple premises.	\$ 3.50	\$ -	\$ 3.50
111	RETAIL ELECTRIC PROVIDERS	Registration does not apply to REPs serving municipal accounts. Any REP that remains delinquent on payment of annual registration fee after Mach 31 shall be subject to suspension of registration.			
112	Registration fee	Due by January 31 of each year.	\$ 25.00	\$ -	\$ 25.00
113	Subsequent registration fee		\$ 20.00	\$ -	\$ 20.00
114	Late payment fee	For fees not received prior to January 31.	\$ 10.00	\$ -	\$ 10.00
115	Delinquency fee	Plus late payment fee and amount of penalty first imposed.	\$ 15.00	\$ -	\$ 15.00



STAFF REPORT

MEETING: City Council - 15 Sep 2020

TITLE:

Consider a Resolution casting votes for Places 1- 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

The City of Duncanville is a member of the Texas Municipal League Intergovernmental Risk Pool (TMLIRP). Each member of the pool is entitled to vote for Board of Trustee members. The officials listed on this ballot have been nominated to serve a six-year term on the TMLIRP Board of Trustees. TMLIRP provides insurance to the City of Duncanville for Worker's Compensation, Property and Liability Coverages.

POLICY EXPLANATION:

The City of Duncanville is a member of the Texas Municipal League Intergovernmental Risk Pool (TMLIRP). Each member of the pool is entitled to vote for Board of Trustee members. The City of Duncanville may cast one vote for each place (4 votes total) by selecting a candidate nominated for each respective place or by writing in the name of an eligible person in the space provided. An eligible person is defined as any employee or official of a TMLIRP member.

FUNDING SOURCE:

N/A

Contract Log #:

N/A

RECOMMENDATION:

Staff recommends council consider approval of a Resolution of the City of Duncanville City Council casting votes for places 1-4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool.

ATTACHMENTS:

[Attachment 1 - TMLIRP Ballot](#)

[Attachment 2 - Resolution No. - 2020-076 - TML IRP Board of Trustees Vote](#)

ATTACHMENT 1

OFFICIAL BALLOT

Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election

This is the official ballot for the election of Places 1 – 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2020. Ballots received after September 30, 2020, cannot be counted. **The ballot must be properly signed, and all pages of the ballot must be mailed to:**

Trustee Election
David Reagan, Secretary of the Board
P.O. Box 149194
Austin, Texas 78714-9194

If the ballot is not signed, it will not be counted.

ATTACHMENT 1

PLACE 1

- ☐ **Robert T. Herrera** (Incumbent). City Manager, City of Cibolo (Region 7) since 2012. Mr. Herrera served as City Manager of Hondo, Texas from 2003 to 2012 and as City Manager of La Porte from 1986 to 2002. He has served other Texas cities, including management positions with the cities of San Marcos, Missouri City, and Woodway. Mr. Herrera has been a Board member of the TML Intergovernmental Risk Pool since 1993 and has served as Chair and Vice Chair of the Board. He also served as Chair of the Finance-Information Technology Committee and the Underwriting-Claims Committee of the TML Intergovernmental Risk Pool.

WRITE IN CANDIDATE:

ATTACHMENT 1

PLACE 2

- ☐ **Chris Armacost.** City Commissioner for the City of Hitchcock (Region 14). Mr. Armacost is Director of Technology, Transportation, Facilities, and Operations for the Hitchcock Independent School District. He serves on the Hitchcock Education Foundation and Hitchcock Chamber of Commerce. He is the president of the Hitchcock Little League Baseball Association and coached several teams. Mr. Armacort has been awarded the Hitchcock Chamber President Award and the Above and Beyond Citizen Award from the Hitchcock ISD. He has obtained a Certified Municipal Official certification from TML.

- ☐ **John W. (Buzz) Fullen** (Incumbent). Mayor of the City of Henderson since 2019 and from 2004 to 2012 (Region 15). Mr. Fullen also served as a Commissioner of the Henderson Housing Authority from 2011 to 2019 and is now ex-officio on same. He currently serves on the Henderson Main Street Board (2004–present), Henderson Civic Center Board (2003–present), and the Henderson ETMC Hospital Diabetes Board (2009–present). He has been a Board member of the TML Intergovernmental Risk Pool since 2010, during which time he served as Chair (2018-2020) and Vice Chair (2016-2018).

WRITE IN CANDIDATE:

ATTACHMENT 1

PLACE 3

- ☐ **George Hyde.** City Attorney for the City of Wauwata (Region 8). Mr. Hyde is a partner in the law firm Russell Rodriguez Hyde Bullock, LLP, located in Georgetown. He is a member of and holds Merit Certification in Municipal Law from the Texas City Attorneys Association. He has served as City Attorney for ten other cities across Texas, since 2003. He has also served local governments in various public safety positions within Fire Departments, Parks Departments, and Police Departments. During his tenure as a peace officer, Mr. Hyde received the Texas Commission on Law Enforcement Educational Achievement Award for exceeding normal expectations in job performance.

- ☐ **Roy E. Maynor.** City Alderman, Position 3, for the City of West Columbia (Region 14). He has been an elected official of West Columbia since 2013. Mr. Maynor is a Life Safety Systems Specialist for Vallen Safety Services and a member of Gulf Coast Christian Church. He is also part-owner of Grit Fitness in West Columbia. He and his wife, Rachel, have two children.

- ☐ **Jeffrey Snyder (Incumbent).** City Manager for the City of Plainview (Region 2). He previously served as the Assistant City Manager for Plainview and as the City Manager for Idalou. Mr. Snyder graduated from West Texas A&M University and obtained a Master of Public Administration from Texas Tech University. He is a member of the International City Management Association (ICMA) and TCMA. He is a graduate of the Public Executive Institute through the University of Texas and is a credentialed manager through ICMA. He has been a Board member of the TML Intergovernmental Risk Pool since 2018 and served on various committees with TML, TCMA and ICMA and as past president of the Panhandle City Management Association.

WRITE IN CANDIDATE:

ATTACHMENT 1

PLACE 4

- ☐ **Robert S. Hauck** (Incumbent). City Manager for the City of Tomball (Region 14), a position he has held since April 2018. He began his full-time career in public service with the Los Angeles Police Department in 1988. In 2008, Mr. Hauck retired from the LAPD and joined the City of Tomball, where he has served as Chief of Police, Assistant City Manager, and now City Manager. Mr. Hauck holds a Bachelor of Arts degree in Business Administration, and a Master of Science degree in Management. He has been a Board member of the TML Intergovernmental Risk Pool since 2019. Mr. Hauck and his wife Kathleen have three children – Lauren, Conner, and Madeline.
- ☐ **Dave Martin**. City Councilmember and current Mayor Pro Tem for the City of Houston (Region 14). Mr. Martin serves as Chair of the City Council Budget and Fiscal Affairs Committee. He previously served on the Humble ISD Board of Trustees and as Secretary/Treasurer of the Board of Directors for the Harris County Houston Sports Authority. Mr. Martin is a Managing Director of Marsh & McLennan Companies, Inc., the largest Global Risk Management firm. Previously he worked for two “Big Four” accounting firms, PricewaterhouseCoopers, LLP and Ernst & Young, LLP.
- ☐ **Kimberly Meisner**. Executive Director for General Operations for Kerrville (Region 7), overseeing Human Resources, Municipal Court, Public Library, Public Information, the Senior Services Advisory Committee, and the Kerrville Area Youth Leadership Academy. Ms. Meisner has over 23 years of public service, which includes serving Kerrville and La Porte. She is a member of the TCMA, International Public Management Association for Human Resources (IPMA-HR), Society for Human Resource Management (SHRM), and is a former President of the Bay Area Human Resource Management Association. She has a Master’s degree in Public Administration and is an IPMA-HR Senior Certified Professional and a SHRM Certified Professional.
- ☐ **Sean Overeynder**. City Manager for the City of Lamesa, Texas (Region 3). Sean Overeynder began his career in local government administration in August 2014 in Economic Development, working for various public and private organizations. He has held the position of City Manager for the City of Lamesa since March 2020. Prior to becoming the City Manager, he was appointed as the Economic Development Director for the City of Lamesa on August 27, 2018.

WRITE IN CANDIDATE:

ATTACHMENT 1

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this _____ day of _____, 2020.

Signature of Authorized Official

Title

Printed Name of Authorized Official

Printed Name of Political Entity

ATTACHMENT 1



August 21, 2020

Kevin Hugman, City Manager
City of Duncanville
PO Box 380280
Duncanville, TX 75138-0280

RE: Jeffrey Snyder, Place 3
TML Intergovernmental Risk Pool Board of Trustee Election

Dear Kevin Hugman:

You have recently received your Official Ballot to elect Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool (IRP). I am running for re-election for Place 3 and I would sincerely appreciate your vote and support.

For over 40 years, the mission of the TMLIRP has been to provide Texas cities and other units of local government with a stable source of risk financing and loss prevention services at the lowest cost consistent with sound business practices. Today, the Pool provides coverage for over 96% of Texas's local governments (almost 2,800 members); over 165,000 public servants; and over \$25.0 billion in governmental property. In addition, the TMLIRP provides their members with Loss Prevention Training Programs at no additional cost throughout all regions of the State.

The financial position of the Pool remains strong, with Members' Equity projected to end the fiscal year at \$382 million. As a result, the Pool authorized a \$5.5 million equity return to the membership with over \$4.0 million in the form of a "Partnership Equity Return" providing immediate support for the Pool's members during these challenging times and earmarked \$1.5 million for a Cyber Defense and Resiliency Grant Program for members.

The City Council of Plainview and the TMLIRP Board have nominated me for your consideration for Place 3 on the Board of Trustees. It has been an honor to represent you and I look forward to continue serving you – the cities and other local governments of Texas in this office. I would appreciate your vote and continuing support. Thank you.

Truly,

A handwritten signature in blue ink, appearing to read "Jeffrey Snyder", is written over a faint circular stamp.

Jeffrey Snyder
City Manager

901 Broadway, Plainview TX 79072

Phone: (806) 296-1106

Fax: (806) 296-1125

RESOLUTION NO. 2020-076

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DUNCANVILLE, TEXAS, CASTING VOTES FOR
_____, PLACE 1, _____
PLACE _____, _____, _____
PLACE 3, _____, PLACE 4,
OF THE BOARD OF TRUSTEES FOR THE TEXAS MUNICIPAL LEAGUE
INTERGOVERNMENTAL RISK POOL (TMLIRP).**

WHEREAS, the City of Duncanville is a member of TMLIRP and therefore eligible to cast votes for members of the Board of Trustees for TMLIRP; and

WHEREAS, Places 1 thru 4 on the TMLIRP Board of Trustees are up for election; and

WHEREAS, the City of Duncanville City Council may cast one vote for each place for the Board of Trustees for TMLIRP.

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 cast a vote for _____ Place 1, _____ Place 2, _____ Place 3, _____ Place 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool.

DULY RESOLVED AND ADOPTED by the City Council of the City of
Duncanville, Texas, on the 15th day of September, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney