Duncanville City Council Meeting Minutes
Special Meeting
Town Hall Meeting
Tuesday, April 13, 2021

CALL TO ORDER
A special meeting of the Duncanville City Council was called to order on Tuesday, April 13, 2021, at 7:00 p.m. via videoconference with a quorum to wit:

COUNCIL VIA VIDEO CONFERENCING:	Mayor Barry L. Gordon Councilmember Joe Veracruz Councilmember At-Large Patrick Harvey Councilmember Don McBurnett Councilmember Monte Anderson Councilmember Mark D. Cooks Councilmember Johnette Jameson – arrived at 5:25 p.m.
STAFF VIA VIDEO CONFERENCING:	IT Director Tracy Beekman Interim Assistant City Manager Robert D. Brown Jr. Finance Director Richard Summerlin City Secretary Kristin Downs City Manager Aretha R. Ferrell-Benavides City Attorney Robert E. 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 Special Meeting by video conference at 7:00 pm on Tuesday, April 13, 2021, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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

To speak during the Town Hall Meeting after the presentation (Agenda Item #3), you will need to REGISTER in advance with the ZOOM link below. When it is time for questions, 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 paid to "raise your hand". You may also submit your comments in advance by emailing the City Secretary before 4pm on Tuesday, April 13, 2021, citysecretary@duncanville.com and title the email "Public Comment – April 13th". You will need to register with the ZOOM link below and attend the meeting.

You also have the opportunity to fill out a survey for Citizen Input located here:
http://s.alchemer.com/s3/FY21-22-Budget-Citizen-Input

Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_jGda78r9RBarupb1gnUXbg

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.

1. Call to Order

2. Welcome and Introductions.

3. Receive a presentation on City Budget, Questions, and Answers.
Finance Director Richard Summerlin presented the item.

Budget Fundamentals:

- Government Funds (those that support public safety and general public works like streets and sidewalks, library, government administration, finance and accounting) – supported primarily with property tax revenues and sales tax revenues
  - Property Tax
    - Tax Rate for Citizens in Duncanville ISD per $100 taxable value
      - School Tax - $1.3676 – 50.2% of total tax bill
      - City Tax - $0.716852 – 26.3% of total tax bill
      - Parkland Hospital Tax $0.2661 – 9.8% of total tax bill

                - County Tax $0.24974 – 9.2% of total tax bill
                - Dallas County Community College District Tax $0.124 – 4.6% of total tax bill
    - Sales Tax
        - 8.25% on taxable goods
            - 6.25% goes to the State – 75.8% of the total sales tax
            - 2.0% goes to the City – 24.2% of the total sales tax
                - 50% of the City’s sales tax goes to the General Fund
                - 25% of the City’s sales tax goes towards Property Tax Relief (General Fund)
                - 25% of the City’s sales tax goes to DCEDC (Duncanville Community Economic Development Corporation)

What do General Fund revenues support?

General Government

- **POLICE** - Patrol, crime prevention, criminal investigation, animal control, school crossing guards
- **FIRE / EMS** - Fire suppression, emergency medical response, fire inspections, fire education
- **PUBLIC WORKS** - Streets, signals and signs, vehicle/equipment maintenance, alley maintenance, engineering/planning; building inspections, health inspections, code enforcement
- **PARKS AND RECREATION** - Parks and grounds mowing and maintenance, bike and walking trails, park facilities and playgrounds, beautification, litter control, recreation center, special events, recreation and athletic programs, senior activity center
- **LIBRARY** - Books and periodicals, computer services, digital information
- **PUBLIC INFORMATION** - Website, newsletters, Champion, social media
- **INFORMATION TECHNOLOGY** - Cybersecurity protection of sensitive data regarding citizens and financial security and integrity along with public safety support
- **ACCOUNTING AND FINANCE** - Ensure taxpayer dollars are collected and protected and spent according to authorized purposes including annual independent audit

General Fund Summary

- Duncanville is a lean organization compared to other cities in the area
- COVID-19 economic activity slump resulted in lower sales tax revenue
- Economic recovery from COVID-19 remains uncertain
- Legislative mandates have lowered cities revenues
    - SB 2 capped property tax increases at 3.5% per year
    - HB 1631 eliminated red light cameras
    - SB 1152 reduced telecom franchise fees
- Maintaining competitive pay and benefits continues to be a challenge as Duncanville competes with other public sector entities and the private sector to attract and retain employees
- Providing exceptional services with lean staffing levels is a challenge
- Compliance with unfunded regulatory and reporting mandates is difficult to achieve with lean staffing as mandates continue to increase
- Restoration of deferred street maintenance and other building and equipment maintenance costs continue to present challenges

Budget Fundamentals (Continued)

- Business Type (Enterprise) Funds
    - Fund must be self-sustaining – no support from other funds
    - Revenues and expenditures are legally restricted to activities and services that operate the fund
    - Examples: Water Utility Fund, Solid Waste (Garbage) Fund, Fieldhouse Fund
        - There are transfers from Water Utility and Solid Waste to the General Fund
            - These transfers are based on cost-of-service studies performed by outside consultants to transfer the cost of support performed by general government employees (those paid from the General Fund) and audited annually by the independent auditor
            - Examples: IT Support, Finance and Accounting, Human Resources, Public Safety

What do Utility Fund revenues support?

- Utility Fund
  - What does it take to have adequate, safe, clean drinking water available at every faucet in every home and business in the City of Duncanville and available at every fire hydrant?
    - Capacity to hold 17.5 million gallons of water with 3 million gallons held in elevated storage tanks
    - 257 miles of underground water pipe (Duncanville to San Antonio)
    - Pump stations and water quality monitoring to ensure safe drinking water
    - Properly trained and licensed workers to maintain water system safety
  - What does it take to ensure wastewater flushes down every drain and commode in every home and business in the City of Duncanville?
    - 151 miles of underground wastewater pipe (Duncanville to North Austin)
    - Permits to operate wastewater treatment facilities which are operated by TRA (Trinity River Authority) that clean wastewater to near drinking quality before discharge by TCEQ (Texas Commission on Environmental Quality)

Overview of Utility Fund

- Each year the cost of water increases approximately 5%
- Over the past several years, wastewater treatment has increased 5 to 7% each year
- Duncanville has not raised rates the past three years, using fund balance to make up the deficit of expenditures over revenues
- The fund balance was being reserved for new technology called AMI (Automated Meter Infrastructure)
  - Currently all water meters are read manually by meter readers who walk the city reading every meter individually
  - AMI will allow near-real time water usage reporting to the City via radio transmission and allow citizens to monitor their own use if desired
  - The cost is estimated to be approximately $8 million to implement AMI
  - A portion of the implementation cost can be paid from the Utility Fund balance, but other financing sources will be needed to for the remainder

What Can Citizens Do to Save Costs?

- Turn water off while doing routine things like brushing teeth, shaving, washing dishes
- Irrigate smartly (before 10 AM and after 6PM in hot weather to mitigate evaporation)
- Do not irrigate too often (once every 5 days is recommended practice)
- A typical ¼ acre lot with 4 turf zones running for 20 min per zone will use approximately 1,000 gallons of water each time you water
- Do not flush hand wipes or any other products other than toilet paper as this increases clogs at the sewer treatment plants as they begin to screen solid waste causing costs to increase

ADJOURNMENT

The meeting was adjourned at 8:34 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

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