

Mayor and Council Communication

DATE: 10/27/20

M&C FILE NUMBER: M&C 20-0807

LOG NAME: 60UTILITYBILL DONATION

SUBJECT

(ALL) Authorize Acceptance of a Donation of \$1,000.00 from Carollo Engineers, Inc. for Use by the Utility Bill Assistance Program and Adopt Appropriation Ordinance

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the acceptance of a monetary donation from Carollo Engineers, Inc. in the amount of \$1,000.00 for use by the Utility Bill Assistance program; and
 2. Adopt the attached Appropriation Ordinance increasing estimated receipts and appropriations in the General Fund in the amount of \$1,000.00 for funds collected by the Water Department as donations to the Water and Garbage Fee Assistance and Plumbing Repair program.
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DISCUSSION:

The Water Department is requesting the City Council authorize acceptance of a cash donation from Carollo Engineers, Inc. At the request of the donor, the funds are to assist customers struggling to pay their city water bill because of hardships created by the COVID-19 pandemic. The total value of the donation is \$1,000.00.

On January 18, 2005, (M&C G-14656) the City Council established a Water and Garbage Fee Assistance and Plumbing Repair Program to assist low income families to prevent interruption of their water service and to assist with special plumbing needs. The Neighborhood Services Department manages the program.

The Water Department established a program using the monthly billing statement to collect donations. Three donation options were offered which included: 1) a recurring monthly donation, 2) a one-time pledge or 3) a random amount that could be noted on their monthly payment. Donations are collected by the Water Department and deposited into the General Fund for use under this program.

Carollo Engineers, Inc. has offices in a Fort Worth office building, but being a tenant, does not receive a utility bill from the City, and is therefore unable to make the donation with the water bill payment.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendations, acceptance of the donation, and adoption of the attached appropriation ordinance, funds will be deposited into the General Fund. The Water Department (and Financial Management Services) is responsible for the collection and deposit of funds due to the City. Prior to any expense being incurred, the Water and Neighborhood Services Departments also have the responsibility to validate the availability of funds.

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