



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		02/28/11		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): Bev Rogers 972-941-7376				
CAPTION				
Approval of a 90-day contract extension with Legacy Texas Bank for the City's Treasury department, for the limited purpose of depository services for Utility Billing funds that are currently direct deposited into Legacy Texas Bank and will be transitioned to direct deposit with Frost Bank, and authorizing the City Manager to execute the contract extension and all other necessary documents for bid no. 2009-217-C; and providing an effective date.				
FINANCIAL SUMMARY				
<input checked="" type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: 10/11	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	0	0	0
Encumbered/Expended Amount	0	0	0	0
This Item	0	0	0	0
BALANCE	0	0	0	0
FUND(S): WATER & SEWER FUND, SUSTAINABILITY & ENVIRONMENTAL SERVICES FUND				
<p>COMMENTS: A 90-day extension to the City's current depository contract with LegacyTexas Bank is necessary to allow staff adequate time to changeover from LegacyTexas Bank to Frost Bank as the institution receiving utility billing funds. The city is not charged for these depository services; consequently this item has no financial impact to the City of Plano.</p> <p>STRATEGIC PLAN GOAL: Compliance with the State of Texas Local Government Code relates to the City's Goal of a "Financially Strong City with Service Excellence."</p>				
SUMMARY OF ITEM				
The Treasury staff recommends a 90-day contract extension to the current Bank Depository contract with LegacyTexas Bank to facilitate the transfer process to the new bank. In order to ensure a smooth transition for the Customer and Utility Services Department, the city is unable to move all transaction processing at this time.				
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies	



DATE: February 22, 2011
TO: Diane Palmer, Chief Purchasing Officer
CC: Bev Rogers, Buyer
FROM: Myra Conklin, Treasurer
SUBJECT: Extension of LegacyTexas Bank Depository Contract

Staff is requesting the approval of a 90-day extension to the current depository contract with LegacyTexas Bank to facilitate the transfer process to the new depository bank. The 90-day extension will be for the limited purpose of depository services for Utility Billing funds that are direct deposited in Frost Bank. In order to make the transition from LegacyTexas Bank to direct deposit with Frost Bank the City needs additional time for process changes. To make the transition immediately would not be cost effective; but it should be completed within the 90-day extension period.

Local Government Code Chapter 105 – Depositories for Municipal Funds, Subchapter E, Section 105.073 DEPOSIT OF FUNDS states: Not later than 60 days from the date the governing body of the municipality designates a depository in accordance with the provisions of Section 105.016, the designated officer of the municipality shall transfer to the depository all the municipal funds covered by the depository services contract under the control of the designated officer. The designated officer of the municipality shall as soon as practicable also deposit in the depository to the credit of the municipality any money covered by the depository services contract received after the depository is designated.

Customer and Utility Billing's transaction processing will be moved to the new bank as soon as practicable within the 90 day extension period.

Therefore, under mutual agreement with LegacyTexas Bank, it is recommended that the contract for these services be extended .

Feel free to contact me if you have any questions at (972) 941-5554.