

**FIRST AMENDMENT TO
FORT WORTH CITY SECRETARY CONTRACT NO. 62238**

This First Amendment to Fort Worth City Secretary Contract No. 62238 (“Agreement”) is made between the **CITY OF FORT WORTH** (“City”) a Texas home-rule municipal corporation acting by and through its duly authorized Assistant City Manager, and **WHITE SETTLEMENT INDEPENDENT SCHOOL DISTRICT** (“District”) acting by and through its duly authorized Superintendent, each individually referred as a “Party” and collectively as the “Parties”.

WHEREAS, City and District entered into an Agreement identified as Fort Worth City Secretary Contract No. 62238 beginning October 1, 2024 (“Agreement”);

WHEREAS, the Parties wish to amend the Agreement to replace the Budget Narrative in Exhibit B with a new Budget Narrative that includes the Fiscal Year 2026 Budget;

WHEREAS, the Parties wish to amend the Agreement to replace the Request For Reimbursement (RFR) form in Exhibit C with a new Request For Reimbursement (RFR) form that includes the Fiscal Year 2026 Budget;

WHEREAS, the Parties wish to amend the Agreement to provide for future FY-specific budget documentation without amending the Agreement;

WHEREAS, the Parties wish to amend the Agreement to provide for 4 % annual increases to the Program Funds in accordance with M&C INSERT; and

WHEREAS, the Parties wish to amend the Agreement to increase the annual amount by \$2,300 for Fiscal Year 2026 with a new total program fund of \$59,800.00.

NOW THEREFORE the Parties do hereby agree to the following:

I.

AMENDMENT TO AGREEMENT

The Agreement is hereby amended to be and read as follows:

A. Exhibit B – Budget Narrative, which is attached hereto and incorporated herein, is made a part of this Agreement for all purposes, replacing the previous Exhibit B’s Budget Narrative.

B. Section 2.15 of the Agreement is hereby added to be and read as follows:

The Parties agree that the compensation amount (“Program Funds”) payable each fiscal year is subject to appropriation by the relevant governing body(s) expending funds under

the Agreement. Each fiscal year, City agrees to update the exhibits in accordance with the amount authorized under the relevant M&C. Such updates shall be provided to Contractor and incorporated by reference herein without necessitating an amendment to the Agreement. All documentation provided hereunder shall be retained for the three-year audit period pursuant to Section 7.

C. Section 2.1 of the Agreement is amended as follows:

2. Program Funds

2.1 In no event shall the total distribution from City made to the District during the Term of this Agreement exceed the total sum of **\$59,800.00** FY2026 and **\$62,192.00** FY2027 as appropriated annually per fiscal year ("Program Funds").

D. Exhibit C – Request For Reimbursement (RFR), which is attached hereto and incorporated herein, is made a part of this Agreement for all purposes, replacing the previous Exhibit C's Request For Reimbursement (RFR).

**II.
ALL OTHER TERMS SHALL REMAIN THE SAME**

All other provisions of Agreement which are not expressly amended herein shall remain in full force and effect.

**III.
ELECTRONIC SIGNATURE**

This Amendment and Renewal may be executed in multiple counterparts, each of which shall be an original and all of which shall constitute one and the same instrument. A facsimile copy or computer image, such as a PDF or tiff image, or a signature, shall be treated as and shall have the same effect as an original.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto have executed this amendment to be effective the day the Assistant City Manager signs it.

ACCEPTED AND AGREED:

CITY OF FORT WORTH By: _____ Name: William Johnson Title: Assistant City Manager Date: _____ APPROVAL RECOMMENDED: By: _____ Name: Robert A. Alldredge Jr. Title: Executive Assistant Chief ATTEST: By: _____ Name: Jannette S. Goodall Title: City Secretary	CONTRACT COMPLIANCE MANAGER: By signing I acknowledge that I am the person responsible for the monitoring and administration of this contract, including ensuring all performance and reporting requirements. By: _____ Name: Jaycee Shane Title: CCPD Partners Manager APPROVED AS TO FORM AND LEGALITY: By: _____ Name: Amarna Muhammad Title: Assistant City Attorney CONTRACT AUTHORIZATION: M&C: Date Approved: Form 1295 Certification No.:
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WHITE SETTLEMENT INDEPENDENT SCHOOL DISTRICT By: _____ Name: Frank Molinar Title: Superintendent Date: _____

EXHIBIT B – BUDGET NARRATIVE

Crime Control and Prevention District
Mission Partners
EXHIBIT B - Budget Narrative

AGENCY NAME							
DESCRIPTION/JUSTIFICATION	QUANTITY	QUANTITY MEASURE	RATE	YEAR 1	YEAR 2	YEAR 3	TOTAL
MATCHING REVENUE (if applicable)							
Total Revenue				\$0.00	\$0.00	\$0.00	\$0.00
A. SALARY							
							\$0.00
							\$0.00
							\$0.00
SALARY TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
B. FRINGE							
							\$0.00
							\$0.00
							\$0.00
FRINGE TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
C. TRAVEL & TRAINING							
							\$0.00
							\$0.00
							\$0.00
TRAVEL & TRAINING TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
D. EQUIPMENT							
							\$0.00
							\$0.00
							\$0.00
EQUIPMENT TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
E. SUPPLIES							
							\$0.00
							\$0.00
							\$0.00
SUPPLIES TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
F. CONSULTING/CONTRACTING							
							\$0.00
							\$0.00
							\$0.00
CONSULTING/CONTRACTING TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
G. SUB-GRANTS							
YMCA Sub-Grant	1.00			\$51,750.00	\$53,820.00	\$55,973.00	\$161,543.00
							\$0.00
							\$0.00
SUB-GRANTS TOTAL				\$51,750.00	\$53,820.00	\$55,973.00	\$161,543.00
H. OCCUPANCY							
							\$0.00
							\$0.00
							\$0.00
OCCUPANCY TOTAL				\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT							
Administrative costs	1.00			\$5,750.00	\$5,980.00	\$6,219.00	\$17,949.00
							\$0.00
							\$0.00
INDIRECT TOTAL				\$5,750.00	\$5,980.00	\$6,219.00	\$17,949.00
				3-YEAR TOTALS			
Requested Total				\$57,500.00	\$59,800.00	\$62,192.00	
Allocation Total				\$57,500.00	\$59,800.00	\$62,192.00	
DIFFERENCE				\$0.00	\$0.00	\$0.00	

Crime Control and Prevention District				
SUB GRANT AGENCY NAME (Partners with a Shared Mission)				
<i>Instructions: Complete with itemized detail each expense requiring CCPD funds for each Sub-Grant Award requested. Agencies may utilize this spreadsheet and copy into separate tabs for multiple awards. Submitting a Sub-Grant Award Budget also requires a Memorandum of Understanding that outlines the roles/responsibilities, budget, and controls in place to ensure compliance with CCPD policy and procedure.</i>				
DESCRIPTION/JUSTIFICATION	QUANTITY	QUANTITY MEASURE	RATE	TOTAL
REVENUE				
				\$0.00
Total Revenue				\$0.00
A. SALARY				
Program Director - 1 staff x \$24hr x 5hrs per week x 32 week. This position will help oversee daily programming. Will submit quarterly required documents, purchase supplies for activities and daily snack.	1.00	Staff	\$3,840.00	\$3,840.00
Site Director - 1 staff x \$18hr x 4.5 hrs per day x 5 days per week x 32 wks - \$11,520. This position will oversee the daily programming. They will supervise the Activity Leaders and ensure that the program is being administered properly. They will also be the parent liaison, maintaining open lines of communication between the school day, afterschool and home. (This position supports and supervises the entire Program and Project Plan Activities 1.1 - 1.3, 2.1 - 2.2, 3.1)	1.00	Staff	\$12,960.00	\$12,960.00
Activity Leader I - 1 staff x \$16.00hr x 3.5 hrs per day x 5 days a wk x 32 wks = \$8960 Activity leaders will be there to assist with ratios, supervision as well as transitions. They will assist the Activity Leader II as well as the program coordinator daily. (This position supports Project All Plan Activities (1.1-1.3, 2.1-2.2, 3.1) and the program. Activity Leaders are not assigned certain activities and support the rotation of all activities within required ratios.)	1.00	Staff	\$8,960.00	\$8,960.00
Activity Leader II - 2 staff x \$13.75hr x 3.5 hrs per day x 5 days a wk x 32 wks - \$7700 The Activity Leader II will administer the program curriculum and lead the activities with the students daily. They are in direct supervision of children and work in ratio. (This position supports Project All Plan Activities (1.1-1.3, 2.1-2.2, 3.1) and the program. Activity Leaders are not assigned certain activities and support the rotation of all activities within required ratios.)	2.00	Staff	\$7,700.00	\$15,400.00
Teachers for Afterschool Tutoring - to offer tutoring with students . - 1 Teachers x 4 hrs per week x 32 weeks x \$25hr. Supports activities 1.2 and 3.1.	1.00	Teachers	\$3,200.00	\$3,200.00
B. FRINGE				
Program Director - This position supports and supervises the entire Program and Project Plan Activities (1.1-1.3, 2.1-2.2, 3.1)	10.00%	Percent	\$ 3,840.00	\$384.00
Site Director - This position supports and supervises the entire Program and Project Plan Activities (1.1-1.3, 2.1-2.2, 3.1)	10.00%	Percent	\$ 12,960.00	\$1,296.00
Activity Leader I - This position supports Project All Plan Activities (1.1-1.3, 2.1-2.2, 3.1) and the program. Activity Leaders are not assigned certain activities and support the rotation of all activities within required ratios.)	10.00%	Percent	\$ 8,960.00	\$896.00
Activity Leader II - This position supports Project All Plan Activities (1.1-1.3, 2.1-2.2, 3.1) and the program. Activity Leaders are not assigned certain activities and support the rotation of all activities within required ratios.)	10.00%	Percent	\$ 7,700.00	\$770.00
Teachers for Afterschool Tutoring - These positions supports the Project under student tutoring. Supports activities 1.2 and 3.1.	15.00%	Percent	\$ 3,200.00	\$480.00
C. TRAVEL				
Staff Travel - Program Coordinator purchases supplies for the program each week traveling around 25 miles round trip, multiple stops. 32 weeks, 25 miles per week with the reimbursement rate of .58.5 cents per mile= \$450. Rounded to \$476.	1.00	Travel	\$ 450.00	\$450.00
D. EQUIPMENT				
				\$0.00
				\$0.00
E. SUPPLIES				

Program Supplies - (Cost per Student - \$59.08) Weekly supplies for 5 days of programming for a goal of 50 kids per day including snacks, crafts, teaching supplies, consumable materials- Active play materials- playground ball, basketball, football, soccer ball, radio, bean bags, safety cones, flag football set, fluff balls, jump ropes, gator skin balls, poly spot markers, volleyball, glue, scissors, drawing paper, construction paper, butcher paper, poster board, markers, crayons, map pencils, pencils, variety of beads, pipe cleaners, yarn fabric, craft sticks, paint, chalk, drawing pencils, canvases, books, smocks, table coverings, easel with paper, board games, variety of card games, math supplies, rulers, timers, counters, tape measure, measuring spoons, game dice, large dice, rhythm sticks, buckets, tubs, jars posters and resources for learning, Lincoln logs, Lego, blocks, manipulates, pencil sharpener, pens, binders, folders, name tags, lanyards, student incentives- assorted prizes and toys, and parent events activities- table cloths, party decorations. This also covers the DESSA assessment fee which is \$2.00 per student, per assessment plus \$300 staff training fee for data analysis. These supplies are used for daily curriculum components of the program; 21st Century Skills, STEM, Arts, Healthy Eating Physical Activity, Leadership Development, Academic Enrichment, College and Career Readiness. These components help us to engage youth in the program so that they desire to attend. Youth learn through project-based activities that promote academic success.	1.00	Supplies	\$ 2,484.00	\$2,484.00
F. CONSULTING/CONTRACTING				
Educational Providers - Providers to enhance our program throughout the year and provide fun educational activities for the students. These providers have engaging, hands-on learning experiences for students that spark interest in math and science with activities that are fun and exciting. Students get to learn about meal worms or create exploding color volcanoes. These activities are usually more adventurous and creative than our typical daily programming offers	6.00	Contract	\$ 450.00	\$2,700.00
G. SUB-GRANTS				
				\$0.00
H. OCCUPANCY				
				\$0.00
INDIRECT				
10% Admin Fee	1.00		\$ 5,980.00	\$5,980.00
Total Expense				\$59,800.00
Total Requested				\$59,800.00

EXHIBIT C – REQUEST FOR REIMBURSEMENT (RFR)



Exhibit C Request for Reimbursement (RFR) FY 2026

Submit To:
By Email:
PSM@fortworthtexas.gov

Mail:
Bob Bolen Public Safety Complex
Attn: Contract Compliance Specialist
Financial Management Division
505 West Felix St.
Fort Worth, TX 76115

Submitting Agency: White Settlement ISD
Contact Name: Debra Burnett CTSBS
Phone Number: 817-367-5304
Email: dburnett@wsisd.net
Remit Address: 8224 White Settlement Rd., White Settlement TX 76108
Invoice Number:
Month of Request:

DIRECT COSTS (90% Minimum)					
	A	B	C	D	E
				(B+C)	(A-D)
Budget Category	Budget Amount	Total of Previous Reimbursements Requested	This Month's Request	Total Requested To-Date	Remaining Balance Available
A Personnel				\$ -	\$ -
B Fringe Benefits				\$ -	\$ -
C Travel & Training				\$ -	\$ -
D Equipment				\$ -	\$ -
E Supplies				\$ -	\$ -
F Contracts/Consultants				\$ -	\$ -
G Sub-Awards	\$ 53,820.00			\$ -	\$ 53,820.00
H Occupancy				\$ -	\$ -
Total Direct Costs	\$ 53,820.00	\$ -	\$ -	\$ -	\$ 53,820.00

INDIRECT COSTS (10% Maximum)					
	A	B	C	D	E
				(B+C)	(A-D)
Budget Category	Budget Amount	Total of Previous Reimbursements Requested	This Month's Request	Total Requested To-Date	Remaining Balance Available
Total Indirect Costs	\$ 5,980.00		\$ -	\$ -	\$ 5,980.00

Supporting documents required with monthly requests.
See Request for Reimbursement Instructions for reference

Summary:	
Total Budget:	\$ 59,800.00
Previous Requests:	\$ -
This Request:	\$ -
Total Requested To-Date:	\$ -
Remaining Funds:	\$ 59,800.00

I have reviewed this request and certify that these listed expenses and support documentation are accurate.

Authorized Signatory	Signatory Title	Date

Fiscal Agent Use Only			
Purchase Order #	Fund	Dept. ID	Account

RFR Approved For Payment (Fort Worth Police Department CCPD Staff Use Only)			
Reviewed by:		Approved by:	
Grant Staff Signature	Date	Grant Staff Signature	Date
Finance Received Stamp Placed Below			