

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, October 21, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, October 21, 2025, at 5:00 PM in the Council Briefing Room at City Hall with a quorum to wit:

Council Present: Mayor Greg Contreras
Mayor Pro-Term DeMonica Gooden
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Karen Cherry-Brown
Councilmember Kyle Pennebaker

Council Arriving At:

Council Absent: Councilmember Joe Veracruz

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

Mayor Contreras read the item into the record, and Interim City Manager Richard Abernethy reviewed each item.

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

The Briefing Session was adjourned at 6:05 p.m. to convene into Executive Session.

A. Briefing on Proposed Changes to Boards and Commissions Ordinance

Presented by Assistant City Manager-Community Mark Rauscher.

B. Planning and Zoning Commission Annual Report Presentation

Presented by Assistant Planning Director LaSheyla Jones.

EXECUTIVE SESSION

The Executive Session was called into session at 6:07 p.m., and Mayor Contreras read the item into the record.

The Council closed the Executive Session at 7:14 p.m.

- A. City Council shall convene into closed session pursuant to Section 551.072, 551.087 to deliberate the purchase, exchange, lease of real properties, being located east of Santa Fe Trail, north of Danieldale Road, west of Cockrell Hill Road, and south of Camp Wisdom Road, and to seek legal advice from City Attorney regarding such real property.

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. OR IMMEDIATELY FOLLOWING THE 6:00 PM WORK SESSION/BRIEFING)

The City Council convened into Regular Session in the Council Chambers at 7:24 p.m. with Mayor Contreras presiding.

Councilmember Koontz delivered the invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

4. REPORTS

A. Mayor's Report

Mayor Contreas reported on the visitors from Duncanville's Sister City, Monasterolo Di Savigliano. He thanked all of those involved in planning this event.

B. Councilmembers' Report

Councilmember McBurnett reviewed past and future events happening in the city. Councilmember Cherry-Brown also reported on the Sister Cities visit. Councilmember Gooden reminded everyone to vote in the November 4th Charter Election. She also reported on the Arts Commission and commended the members of the board on their work.

C. City Manager's Report

City Manager Abernethy updated everyone that the Munis Tyler payment portal for Utility Billing is now working. He also reported that the Comprehensive Plan document is being finalized and hopes to have it available on the website by the end of the week. The Fieldhouse will be hosting a College Basketball Showcase in 2026.

5. PROCLAMATIONS AND PRESENTATIONS

None

6. CITIZENS' INPUT

In-person citizen comments will be heard during the Regular Session. In keeping with the City Council's Rules of Procedure adopted on June 4, 2024, electronic mail comments will no longer be read aloud. Paper copies will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes. "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" At this time, two-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. In accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decisions at this time. Issues may be referred to City Staff for research and possible future action.

Jenny Cabrera 1142 Ski Drive - Parking on Sun Valley Drive
Brenda Jones 306 Morning Dove Dr. - Main & Daniieldale Intersection (did not speak)
Dario Cresetto 900 Hideaway Place DeSoto - Sister City
Glenn Repp 1103 S. Greenstone Ln - Sister City
Gary Bennett 215 Calder Ave - cat problem (email)
Earl Anderson 942 Fairway Dr. – bush and water system repair (email)

7. 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 September 2nd and 16th, 2025, City Council Meetings and the September 9th, 23rd, and 30th Special Meetings.**
- B. **Consider appointments to fill vacancies on Boards and Commissions**

RES 2025-543
- C. **Consider the regular City Council Meeting dates for 2026.**
- D. **Consider a Resolution Denying Oncor Electric's Requested Rate Change**

RES 2025-544
- E. **Consider an Ordinance amending the Code of Ordinances by amending Chapter 5, "Buildings and General Building Regulations," Article II, "Building Code," Division 2, "International Building Code," by repealing Division 2, "International Building Code," in its entirety, including amendments thereto; and replacing the 2015 Edition of the International Building Code with a new Division 2, "International Building Code," to adopt the provisions of the**

International Building Code (IBC), 2021 Edition, as the City of Duncanville International Building Code along with the International Residential Code, International Mechanical Code, International Plumbing Code, International Fuel Gas Code, International Existing Building Code, International Fire Code, the 2023 National Electrical Code (NEC), and the amendments thereto.

ORD 2555, ORD 2556. ORD 2557, ORD 2558, ORD 2559, ORD 2560, ORD 2561, ORD 2562, ORD 2563, ORD 2564, ORD 2565, ORD 2566, ORD 2567

- F. Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Bureau Veritas North America, Inc. for third-party inspection services through Choice Partners Contract 24/053TC-01 for a one-year term with a renewal option for three additional one-year terms in a contract amount not to exceed \$55,000.00.**

RES 2025-545

- G. Consider a Resolution approving the terms and conditions of the Interlocal Agreement between the North Central Texas Council of Governments and the City of Duncanville for implementation of the Work Zone Data Exchange Program.**

RES 2025-546

- H. Consider a Resolution approving the terms and conditions of the NueGov Transportation as a Service Agreement between NavJoy, Inc. and the City of Duncanville to implement the NueGOV platform as part of the Work Zone Data Exchange Program in an amount not to exceed \$219,140.00.**

RES 2025-547

- I. Consider a Resolution authorizing a two-year renewal lease agreement by and between the City of Duncanville and the leasing company for undercover uses in the estimated total expenditure amount of \$95,400.00.**

RES 2025-548

- J. Consider a Resolution authorizing the execution of a Title III Federal Service Agreement with the Dallas Area Agency on Aging for the time period of October 1, 2025 through**

September 30, 2026.

RES 2025-549

- K. **Consider a Resolution approving a grant agreement between the Duncanville Community and Economic Development Corporation and the City of Duncanville in the amount of \$359,429 as funding for increased policing activities and equipment in commercially zoned areas of the city as part of the FY 2025-2026 Budget adopted by the City Council on September 16, 2025.**

RES 2025-550

- L. **Consider a Resolution approving a grant agreement between the Duncanville Community and Economic Development Corporation and the City of Duncanville in the amount of \$349,582 providing funding to assist the Parks and Recreation Department for seasonal landscaping and maintenance along key corridors of the city as part of the FY 2025-2026 Budget adopted by the City Council on September 16, 2025.**

RES 2025-551

- M. **Consider a Resolution Approving an Administrative Services Agreement Between the City of Duncanville and the Duncanville Community and Economic Development Corporation (DCEDC) in the amount of \$242,000 as Provided Under Section 8 (Contracts for Service) of the DCEDC Bylaws.**

RES 2025-552

Councilmember Don McBurnett made a motion to approve the consent agenda, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. **Take any necessary action as a result of the Executive Session.**

No action taken.

- B. **Consider casting a ballot for the Region 13 Director for the Texas Municipal League.**

Presented by City Secretary Chiquita Taylor.

Councilmember McBurnett suggested the council consider candidates from the Best Southwest area, which are Stanley Jaglowski from Lancaster and Crystal Chism from DeSoto. Votes cast were:

Crystal Chism - 1

Stanley Jaglowski - 5.

Duncanville voted to cast its vote for Stanley Jaglowski.

C. Consider a Resolution approving a Hotel Occupancy Tax Fund Grant for the 2026 Fiscal Year budget in an amount not to exceed \$115,000 to Hoopfest Basketball, LLC.

Presented by Project Manager Angel Deal and Glen Smith with Hoopfest Basketball, LLC.

The council agreed to vote on the Hoopfest event and the NIL (Name, Image, and Likeness) Financial Literacy event separately.

Angel Deal reported that the expenses associated with the NIL event are speakers, marketing, and print costs, with a recommended grant of \$20,000. This is a reimbursement.

Councilmember Cherry-Brown asked about the audience for the NIL financial event. The audience would be the players, parents, and any student-athletes in the area. Councilmember McBurnett asked for a breakdown of the meaning of NIL and how this is beneficial. Mr. Smith explained NIL stands for Name, Image, and Likeness. This is where athletes can now be paid for the use of their name, image, and likeness for jersey sales and name use.

This event is to assist the athlete and their family with financial literacy in managing the funds received from NIL sales and endorsements.

Mayor Pro Tem DeMonica Gooden made a motion to approve the NIL event for \$20,000. Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 5 for, 1 against. (Councilmember Don McBurnett)

Councilmember Don McBurnett made a motion to approve the Hoopfest event for \$85,000. Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against.

RES 2025-553

- D. **Consider a Resolution Approving an Economic Development Agreement between the Duncanville Community and Economic Development Corporation (DCEDC) and Tracy Shook, for the development and expansion of Kim and Jenny's Cafe, located at 586 E. Wheatland Road, Duncanville, TX, 75516, in the amount of \$135,000, categorizing this project as a business expansion and retention incentive.**

Presented by Economic Development Director Victor Barrera.

Councilmember Jeremy Koontz made a motion to approve the item as stated. Councilmember Kyle Pennebaker seconded the motion. The vote was cast 6 for, 0 against.

RES 2025-554

- E. **Consider a Resolution acknowledging receipt of documentation and commitment from KKMD Investments, LLC pursuant to the Purchase and Sale Agreement for 720 E. IH20.**

The item was pulled to be brought back at the November 4th meeting.

- F. **Consider a resolution approving an incentive agreement by the Duncanville Community & Economic Development Corporation (DCEDC) with Redbird Skateland Inc in an amount not to exceed \$6,871.50 for a pavement grant at 1206 Duncanville Road, Duncanville, Texas 75116.**

Presented by Economic Development Coordinator Marcela Perez.

Councilmember Kyle Pennebaker made a motion to approve the item as stated Councilmember Don McBurnett seconded the motion. The vote was cast 6 for, 0 against.

RES 2025-556

- G. **Conduct a public hearing (Case# ZONE-2025-00008) for consideration and action regarding the request of Elizabeth Arcos, applicant, for a Specific Use Permit (SUP) to allow for the operation of Animal Services, No Outside Pens, on real property located at 202 W. Center Street, legally described as Original Town Duncanville, Block 8 & Part Block 7 ACS 3.347 to the City of Duncanville, Dallas County, Texas.**

Presented by LaSheyla Jones.

Mayor Contreras opened the public hearing at 8:38 p.m.
The applicant, Elizabeth Arcos, spoke in support of this item.
Stan Smith 115 E. Davis
No one spoke in opposition to this item.

Councilmember Don McBurnett made a motion to close the public hearing, and Councilmember Jeremy Koontz seconded the motion. The vote was cast 6 for, 0 against.

Mayor Contreras closed the public hearing at 8:42 p.m.

Councilmember Don McBurnett made a motion to approve the item as stated Councilmember Kyle Pennebaker seconded the motion. The vote was cast 6 for, 0 against.

APPROVED

- H. **Conduct a public hearing (Case# ZONE-2025-00010) for consideration and action regarding the request of Brianna Baugh (applicant) and Martha Fermin (owner), for a Zoning Change from Neighborhood Office/Retail (NOR) to Downtown District Urban Living (DD-UL) to allow for construction of a duplex, legally described as Block 1, Part of Lot 15 of Original Town Duncanville, on real property located at 314 N. Hastings Street, City of Duncanville, Dallas County, Texas.**

Presented by LaSheyla Jones.

Mayor Contreras opened the public hearing at 8:48 p.m.
Applicant Brianna Baugh spoke in support of this item
No one spoke in opposition to this item.

Councilmember Don McBurnett made a motion to close the public hearing, and Councilmember Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against.

Mayor Contreras closed the public hearing at 8:50 p.m.

Mayor Contreras asked about the diagonal cut on the west side of the building and about the setback for the garage. Ms. Jones stated that this property is on the property line. Mayor Contreras has some concerns that this item does not include a variance for the setback. Councilmember Koontz stated that this property has

some historical significance. He asked if the applicant was interested in applying for a variance or reorienting the property to preserve the historic asset. Ms. Baugh stated they are interested in preserving the building as well and would be okay with requesting a variance or reorienting the building. This would require sending the item back to Planning and Zoning for review.

Councilmember Don McBurnett made a motion to remand this item back to the Planning and Zoning Commission. Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against.

TABLED

- I. **Conduct a public hearing (Case# ZONE-2025-00015) for consideration and action regarding the request of Alma M. Cartwright, the applicant and owner. The applicant and owner are requesting approval of a rezone from Planned Development (PD) to Duplex Residential District (TF-7). The subject property, located on a 1.68 acre tract of land situated in the A.M.G. Merrill Survey, Abstract No. 884, being part of a tract of land conveyed to the City of Duncanville, more commonly known as 400 E. Center, City of Duncanville, Dallas County, Texas.**

Presented by LaSheyla Jones.

Mayor Contreras opened the public hearing at 9:03 p.m.
Applicant James Cartwright spoke in support of this item.
No one spoke in support or opposition to this item.

Councilmember Don McBurnett made a motion to close the public hearing, and Councilmember Jeremy Koontz seconded the motion. The vote was cast 6 for, 0 against.

Mayor Contreras closed the public hearing at 9:08 p.m.

Councilmember Jeremy Koontz made a motion to approve the item as stated Councilmember Don McBurnett seconded the motion. The vote was cast 6 for, 0 against.

APPROVED

- J. **Conduct a public hearing (Case# ZONE-2025-00016) for consideration and action regarding the request of by Omar Martinez, applicant, for a Specific Use Permit (SUP) to allow**

for the use of an auto dealership, used only, legally described as Block 2, Lot 9 of Woodhaven Addition, on real property located at 510 E. Red Bird Lane, City of Duncanville, Dallas County, Texas.

Presented by LaSheyla Jones.

Mayor Contreras opened the public hearing at 9:17 p.m.
No one spoke in support or opposition to this item.

Councilmember Don McBurnett made a motion to close the public hearing, and Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against.

Mayor Contreras closed the public hearing at 9:18 p.m.

Councilmember Kyle Pennebaker made a motion to approve the item as stated Councilmember Don McBurnett seconded the motion. The vote was cast 4 for, 2 against (Mayor Pro Tem DeMonica Gooden and Councilmember Jeremy Koontz)

APPROVED

9. STAFF AND BOARD REPORTS

A. Fire Department Quarterly Report

Presented by Fire Chief Chris Conneally.

B. Police Department Quarterly Report

Presented by Assistant Police Chief Ron Wilcots.

ADJOURNMENT

The meeting was adjourned at 9:55 p.m.

APPROVED:

CITY SECRETARY