

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, December 16, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, December 16, 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 Tem DeMonica Gooden
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Kyle Pennebaker

Council Arriving At:
Council Absent: Councilmember Karen Cherry-Brown

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

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

2. CITY COUNCIL CALENDAR

A. December and January Calendars

Reviewed by City Secretary Chiquita Taylor.

3. BRIEFINGS / PRESENTATIONS

A. Briefing on the 2026 schedule for Department Reports and Annual Boards/Commission Reports and presentations to City Council

Presented by Mr. Abernethy. Councilmember Koontz requested the inclusion of Human Resources, and Councilmember McBurnett asked for the inclusion of Information Technology in the reports. There was a consensus by the council to go with Option 3 - Semi-Annual Reports.

B. Briefing on Proposed Special Events Sponsorship Package

Presented by Special Events Planner Devon Handley. Councilmember Veracruz stated that he was in support of this initiative.

C. Briefing on Electric Vehicle Charging Station Grant Program

Presented by Director of Parks and Recreation Bart Stevenson.

D. Annual Linebarger Tax Roll Presentation

Presented by Pamela Pope-Lee and Karen Bishop with Linebarger.

Mayor Contreras recessed the work session at 6:03 PM to convene into the Executive Session.

The Executive Session opened at 6:06 PM.

Mayor Contreras closed the Executive Session at 6:56 PM.

EXECUTIVE SESSION

- 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 Daniieldale Road, west of Cockrell Hill Road, and south of Camp Wisdom Road, and to seek legal advice from City Attorney regarding such real property.**
- B. **City Council shall convene into closed session pursuant to Section 551.072, to discuss with the City Attorney action in reference to the Estate of Janet Woolford, PR25-3629-3.**
- C. **City Council shall convene into closed session pursuant to Texas Local Government Code Section 551.087 (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.**

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 7:06 PM with Mayor Contreras presiding.

Councilmember Koontz delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and the Texas Pledge.

4. REPORTS

A. Mayor's Report

Mayor Contreras wished everyone a Merry Christmas from himself and his wife, Karen.

B. Councilmembers' Report

Councilmember McBurnett reviewed past and upcoming events happening in the city, including the Lions Club Breakfast and Cookies with Santa. He congratulated the Duncanville Panthers football team on going to the state championship and wished everyone a Merry Christmas and a Happy New Year. Councilmember Koontz, who serves on the Texas Parks and Wildlife Commission, encouraged everyone to support the state parks, including Cedar Hill State Park. He also serves on the Housing Finance Commission and reviewed the past meeting that approved funding for first-time home buyers. He thanked the Fire Department for hosting him on one of their shifts. Mayor Pro Tem Gooden thanked the staff for assisting with a successful Town Hall on December 2nd. She specifically thanked Kenneth Govan for his Oncor presentation and staff, Shahad Mohammad, Matt Bryant, Joy Barfield, Angel Deal, Victor Pizarro, Interim City Manager Abernethy, and Assistant City Manager Mark Rauscher. She also thanked staff for the council workshop on Friday, December 12th, and the mayor for his dedication and leadership. Councilmember Pennebaker requested to move his report to the end of the meeting.

C. City Manager's Report

Mr. Abernethy introduced new team members, Tori Strhan, Accountant III, Zipporah Slater, Deputy City Secretary, and Kurt Kasson, Building Official. He reported that the new electronic board is up and running and thanked IT for taking care of this. He also thanked the Finance Department for the successful Munis upgrade and wished everyone a wonderful Holiday Season.

5. PROCLAMATIONS AND PRESENTATIONS

A. Recognition of Frost Bank Employees in Life Saving Event

Read by Mayor Contreras and presented to Frost employees Asani Lewis, Kea Thomas, and Oscar Sanchez.

B. Presentation and Recognition of the 2025 Winter Quarter Residential Curb Appeal Winners and the Business Beautification Award Recipient.

Presented by Assistant Director of Parks and Recreation Tyler Agee.

C. Police & Court Facility Needs Assessment Update

Presented by Police Chief Matt Stogner and Project Manager Angel Deal. Councilmember McBurnett asked Judge Rizo to speak on the needs of the Municipal Court. Judge Rizo reported that security is their biggest concern. Another concern is the lack of space for meetings and parking.

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.

Kendra Shepherd 1819 Seabrook Dr.
Donation Boxes

Kawanna Hlnes 6744 Cedar Forest Trail
Donation Boxes

Tai Fang Leu 439 Blueridge Dr.
Integrity

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 the November 18, 2025, Regular City Council Meeting.

B. Consider an ordinance adopting the amendments to the Home Rule Charter approved by the voters at the November 4, 2025, Special Election.

ORD 2570

C. Consider appointments to fill vacancies on Boards and Commissions

RES 2025-574

D. Consider a Resolution ratifying the Memorandum of Understanding between the Duncanville Fire Department and the Texas A&M Forest Service established the National Wildfire Coordinating Group (NWCG) Wildland Firefighters Standard.

RES 2025-575

- E. Consider a resolution for the purchase of Public Safety and Firehouse supplies, including Personal Protective Gear (PPE) and Fire Equipment from Casco Industries, Inc. through BuyBoard Cooperative Contract.**

RES 2025-576

- F. Consider a resolution approving the FY2026 Investment Policy**

RES 2025-577

- G. Consider a Resolution approving the revised Library policies.**

RES 2025-578

- H. Consider a Resolution awarding RFB 25-0014 to Estrada Concrete Company, LLC., through the city's competitive bid process for street reconstruction and subsurface utility improvements along North Cedar Ridge Drive, with a contract amount of \$4,555,430.00 and an additional appropriation of \$911,086.00 as a project contingency for a total amount not to exceed \$5,466,516.00.**

Mayor Pro Tem Gooden made note of the price increase from \$2 million when the bond was approved to the current \$5.4 million today. She emphasized the downside of delays in moving forward with projects.

RES 2025-579

- I. Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with W. W. Grainger, Inc. for maintenance, repair and operations supplies, parts, equipment, and materials through the City of Tucson, Arizona, Contract 240078-01 via Omnia Partners for a one-year**

- J. with a renewal option for three additional one-year terms, in an estimated contract amount not to exceed \$249,157.00, subject to City Council appropriation.**

RES 2025-580

- K. Consider a Resolution finding a bona fide emergency and authorizing a contract with Stoic Construction, Inc. for erosion control improvements along Bentle Branch and Mauk Branch for \$897,106.00, including an appropriation of \$89,710.60 as a project contingency, for a total amount not to exceed \$986,816.60.**

Mayor Contreras asked Matt Bryant to describe where some of the erosion areas are in the city. Mr. Bryant stated it was around Southwood and Main.

RES 2025-581

Councilmember Jeremy Koontz made a motion to approve the consent agenda,

Councilmember Don McBurnett 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.

In reference to Item B of the Executive Session.

Councilmember Don McBurnett made a motion to authorize the city attorney to take all necessary and appropriate action to prosecute the City of Duncanville's claim as the beneficiary to the estate of Janet Wolford in cause number PR25-3629-3 filed in Probate Court 3 of Dallas County, Texas, Councilmember Jeremy Koontz seconded the motion. The vote was cast 6 for, 0 against.

B. Consider a resolution authorizing the creation of a Comprehensive Plan Implementation Committee

Presented by Mr. Abernethy.

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

RES 2025-584

C. Consider a resolution for HOT Funding for the 2026 Fiscal Year Budget for Hilton Garden Inn

Presented by Project Manager Angel Deal and Keri Cook with Hilton Garden Inn.

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

RES 2025-582

D. Discuss and consider a resolution approving a Purchase and Sale Agreement in the amount of \$5,540 for a vacant remnant land parcel owned by the City of Duncanville and located at 403 W Daniieldale Rd.

Presented by Assistant Director of Economic Development Marlon Goff.

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

RES 2025-583

9. STAFF AND BOARD REPORTS

A. Silver Creek & Whispering Hills Neighborhood Sweep

Presented by Police Lieutenant Joe Emmett and Code Compliance Superintendent Victor

Pizarro.

B. Public Works Quarterly Update

Presented by Director of Public Works Matt Bryant. Mr. Bryant also sent his condolences and prayers to the family of LaShonda Vaughn.

ADJOURNMENT

The meeting was adjourned at 9:25 PM.

APPROVED:



CITY SECRETARY