



**Duncanville City Council
Regular Meeting Agenda**
City Council Briefing Room and City Council Chamber
Duncanville City Hall, 203 E. Wheatland Road
Duncanville, TX 75116
(972) 780-5017

Tuesday, February 3, 2026
6:00 PM - Work Session/Briefing
7:00 PM - Regular Session

or immediately following the 6:00 PM Work Session/Briefing

The Duncanville City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-780-5017 or email city.secretary@duncanvilletx.gov at least three (3) business days prior to the scheduled meeting to request accommodation.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

Pursuant to Texas Government Code 551.127, one or more members of the governing body may appear via videoconference call. The presiding officer and a quorum of the City Council must be physically present at the above stated location.

The City of Duncanville reserves the right to reconvene, recess or align the Regular Session or called Executive Session or order of business at any time prior to adjournment at the direction and agreement of Mayor and Council.

This is an open meeting conducted in-person and will be broadcast by website and social media channels.

To view the live meeting or previous meetings click on the link below.

<https://duncanvilletx.new.swagit.com/views/454/>

To speak during public comments, please complete a comment card and give it to the receptionist before the regular session.

To submit a comment via email the following information is required:

- Submit a comment by 4:00 PM on Tuesday, February 3, 2026.
- Email city.secretary@duncanvilletx.gov
- Email title: Public Comment – Tuesday, February 3, 2026.
- First Name, Last Name, and Address

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

2. CITY COUNCIL CALENDAR

- A. February 2026 and March 2026 Council Calendars

3. BRIEFINGS / PRESENTATIONS

- A. Receive a Briefing on the FY 2026-27 Budget Calendar
- B. Receive a Briefing on proposed FIFA World Cup Events

- C. Receive a Briefing on the Police and Courts Needs Assessment Financial Impact and Discuss Financing Options and Potential Next Steps

EXECUTIVE SESSION

- A. City Council shall convene into closed session pursuant to Section 551.071 to deliberate code enforcement issues along Cavan and Hastings Streets, and to seek legal advice from the City Attorney regarding such issues.
- B. City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

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

CALL TO ORDER

INVOCATION -

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

4. REPORTS

- A. Mayor's Report
- B. Councilmembers' Report
- C. City Manager's Report

5. PROCLAMATIONS AND PRESENTATIONS

- A. Proclamation for Black History Month 2026.
- B. Duncanville Chamber of Commerce Annual Report
- C. Applicants from Duncanville’s Fiscal Year 2026, second-quarter Arts Grant application cycle have been invited to give a brief, two-minute presentation to the City Council.

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.

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 January 13, 2026, Special Called Meeting and the January 20, 2026, Regular City Council Meeting.
- B. Consider a Resolution ordering the May 2, 2026 General Election
- C. Consider a Resolution approving methods for making written requests for public information.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Take any necessary action as a result of the Executive Session.
- B. Consider amending Resolution 2025-423 to establish committee members and a chair.
- C. Nominees for Arts and Cultural District Steering Committee
- D. Conduct a Public Hearing to consider a resolution approving a Chapter 380 Economic Development Incentive Agreement between the City of Duncanville and Parklane Investments, LLC d/b/a Corinth Properties for capital improvements at 918 East Highway 67, Duncanville, Texas. This agreement provides a percentage rebate of the Sales Tax Revenues generated by the development for an amount not to exceed \$150,000 or five years, whichever comes first, beginning upon the issuance of the Certificate of Occupancy for Bojangles Restaurant, to offset extraordinary public infrastructure, drainage and site development costs.
- E. Conduct a public hearing for consideration and action regarding ZONE-2025-0004 C request of Caroline Rosendall (owner) and Ruth Carlson (applicant) for a Specific Use Permit (SUP) to allow for Temporary Workforce Housing in a residential neighborhood on real property located at 710 Markwood Drive, legally described as Block 16, Lot 25, Irwin Keasler Development Red Bird No. 4 Addition, City of Duncanville, Dallas County, Texas.
- F. Conduct a public hearing for consideration and action regarding ZONE-2025-00003 request of Tim Maiden (owner/managing partner) for a Specific Use Permit (SUP) to allow an event center and outdoor pickleball courts on real property located at 202 W. Center Street, 3.35 acres, legally described as Block 8 & part of Block 7, Original Town Duncanville, City of Duncanville, Dallas County, Texas.

9. STAFF AND BOARD REPORTS

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanvilletx.gov and

said Notice was posted **by** the following date and time: **Tuesday, January 27, 2026 , by 5:30 P.M.** and remained posted for at least two hours after said meeting was convened.

Chiquita Taylor
City Secretary

“Guns prohibited on these premises by state law unless licensed under Chapter 411, Tex. Gov. Code. Section 46.035 Texas Penal Code.”

“Las armas de fuego están prohibidas en estas instalaciones por la ley estatal a menos que estén autorizadas bajo el Capítulo 411 del Código de Gobierno de Texas. Sección 46.035 del Código Penal de Texas.”

Council Calendar FEBRUARY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Boards and Commission Interviews 5:00 PM Briefing Room	3 City Council Meeting 6 PM (Briefing Room & Council Chambers)	4	5 Library Board Meeting 6:30 PM	6	7
8	9 Parks & Recreation Meeting 6:30 pm Planning & Zoning Meeting 6:30 PM	10 Property Tax 101 206 James Collins Blvd.	11	12 Community Engagement Meeting Advisory Board 6:30 PM	13 Last day to File for Place on the Ballot.	14
15	16	17 City Council Meeting 6 PM (Briefing Room & Council Chambers)	18	19	20	21 Daddy Daughter Dance 6:00- 9:00 p.m.
22	23 DCEDC Meeting 6:00 PM Fieldhouse	24 Arts Commission Meeting 6:30 PM Briefing Rm	25	26	27	28

Council Calendar MARCH 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center;"> City Council Meeting 6 PM (Briefing Room & Council Chambers) </div>	4	5	6	7
8 <div style="border: 1px solid gray; padding: 5px; text-align: center;"> Daylight Savings Begins </div>	9 <div style="border: 1px solid black; background-color: #f4a460; padding: 5px; margin-bottom: 5px;"> Park Board Meeting 6:30 PM </div> <div style="border: 1px solid black; background-color: #f4a460; padding: 5px;"> Planning & Zoning Meeting 7:00 PM </div>	10 <div style="border: 1px solid black; background-color: #f4a460; padding: 5px;"> Community Engagement Advisory Board Meeting 6:30 PM Briefing Room </div>	11	12	13	14
15	16 <div style="border: 1px solid black; background-color: #f4a460; padding: 5px; margin-bottom: 5px;"> Keep Duncanville Beautiful 7:00 PM </div>	17 <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center;"> City Council Meeting 6 PM (Briefing Room & Council Chambers) </div>	18	19	20	21
22	23 <div style="border: 1px solid black; background-color: #f4a460; padding: 5px; margin-bottom: 5px;"> DCEDC Meeting 6:00 PM </div>	24 <div style="border: 1px solid black; background-color: #f4a460; padding: 5px;"> Arts Commission Meeting 6:30 PM Briefing Room </div>	25	26	27	28
29	30	31				



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Receive a Briefing on the FY 2026-27 Budget Calendar

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

Jennifer Otey

BACKGROUND/HISTORY:

The purpose of this briefing is to provide key budget workshop dates for Council to plan in advance. Additionally, for staff to receive feedback on workshop times, for example, schedule a day retreat versus a night meeting.

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

No action to be taken

ATTACHMENTS:

FY 27 Budget Calendar - Tentative, 26 02.03. Budget Calendar Briefing

2026 BUDGET CALENDAR FY 2026-2027

IMPORTANT DATES

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
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December 12 - City Council Retreat/Workshop

JANUARY

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FEBRUARY

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January 1 - 31 enter CIP into OpenGov - provide documentation on what qualifie

February 10 - Property Tax 101 w/ County and CAD

February 13 - Internal - Revenue Projections + NN Base

February 13 - Internal - Administrative Cost - Estimates

February 25 - internal kick off meeting

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
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APRIL

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March 1 - 31 - Departments develop budgets/bids

March 1 - April 30 - Citizen Engagement - Priority Surveys

April 1 - 15 Department Meetings with Finance

April 3 - Internal Deadline for budget/capital requests for City Projects to Econon Development Funds

April 15 - HOT Fund Applications Due

April 20 - 24 Meetings with City Manager

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
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JUNE

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June 30 - DCEDC Budget Adoption

June 30 - Preliminary Budget Workshop #2

JULY

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AUGUST

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July 25 - Certified Tax Rolls

August 10-11 - 2 day budget workshop

Note: consideration of all-day retreat instead of night meeting - request Council feedback

SEPTEMBER

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OCTOBER

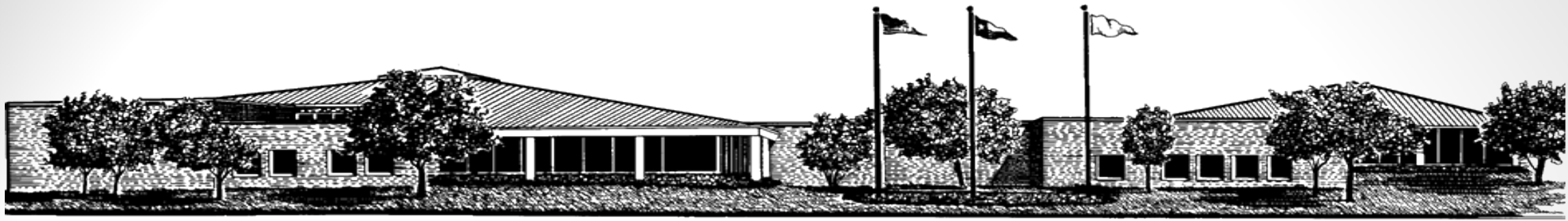
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September 1 - Hearing on the Budget

September 15 - Hearing on the Tax Rate/Adoptions

X CITY HOLIDAYS

X COUNCIL MEETINGS



FY 2026-27 BUDGET CALENDAR

JENNIFER OTEY, BUDGET ADMINISTRATOR

FEBRUARY 3, 2026

We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self



DECEMBER

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AUGUST

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September 1 - Hearing on the Budget

September 15 - Hearing on the Tax Rate/Adoptions

X CITY HOLIDAYS

X COUNCIL MEETINGS

KEY DATES:

- March – April – Citizen Engagement focus – Priority Surveys
- April 3: Internal deadline for DCEDC budget/capital requests
- April 15 – HOT Fund Applications Due
- June 30 – Preliminary Budget Workshop
- August 10-11 - 2-day budget workshop
 - Consider all-day retreat instead of night meeting
 - Possible dates Aug 5,6,7,10,11





STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Receive a Briefing on proposed FIFA World Cup Events

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Quality of Life

STAFF RESPONSIBLE:

**Devon Handley
Tyler Agee
Bart Stevenson**

BACKGROUND/HISTORY:

In celebration of the country’s 250th Anniversary, staff is proposing a series of three FIFA-themed community events designed to expand the City’s existing Independence Day programming, activate additional days of visitation, and enhance the overall attendee experience during a period of heightened national and international interest in soccer.

The proposed events are aligned with the global excitement surrounding FIFA competitions and are intended to complement — not replace — the City’s traditional July 4th celebration by extending engagement opportunities before and after Independence Day.

The proposed FIFA-related activations include:

- July 3 – FIFA Watch Party
A large-scale public watch party designed to attract residents and visitors ahead of the July 4th holiday, encouraging early travel, overnight stays, and spending at local restaurants and hotels. This is also to compete with the surrounding cities

who are also having FIFA events around this time — exact plans are currently unknown, but we are in communication with the surrounding cities.

- July 4 – Expanded Independence Day Celebration Elements
Select July 4th amenities, programming, and infrastructure would be enhanced to support a multi-day experience and maintain continuity across the FIFA activations, creating a more robust and immersive visitor experience.
- July 5 – Youth Soccer Clinic Day
A youth-focused soccer clinic and engagement event aimed at families, young athletes, and regional participants, reinforcing the City’s commitment to recreation, youth development, and inclusive community programming.

In addition to these three primary events, staff proposes hosting low-cost, pop-up FIFA watch parties at the Recreation Center throughout the duration of the FIFA experience. These smaller activations would provide accessible opportunities for residents to participate while continuing to draw incremental foot traffic to City facilities.

To support this expanded programming, staff is requesting City Council authorization to utilize Hotel Occupancy Tax (HOT) funds to cover the additional costs associated with July 3 and July 5, as well as the incremental expenses required to enhance select July 4th elements for multi-day use. The proposed use of HOT funds is consistent with eligible tourism-related expenditures, as the events are intended to:

- Increase overnight stays and visitor spending
- Extend the length of visitor engagement beyond a single-day event
- Promote the City as a destination during a globally recognized sporting period
- Enhance the overall quality and scale of visitor-focused amenities and programming

Collectively, these FIFA-themed events are designed to leverage a unique moment in international sports interest while amplifying the City’s 250th Anniversary of the nation celebration, creating a multi-day, destination-driven experience that benefits residents, visitors, and local businesses alike.

POLICY EXPLANATION:

There are no policies to this item at this time

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

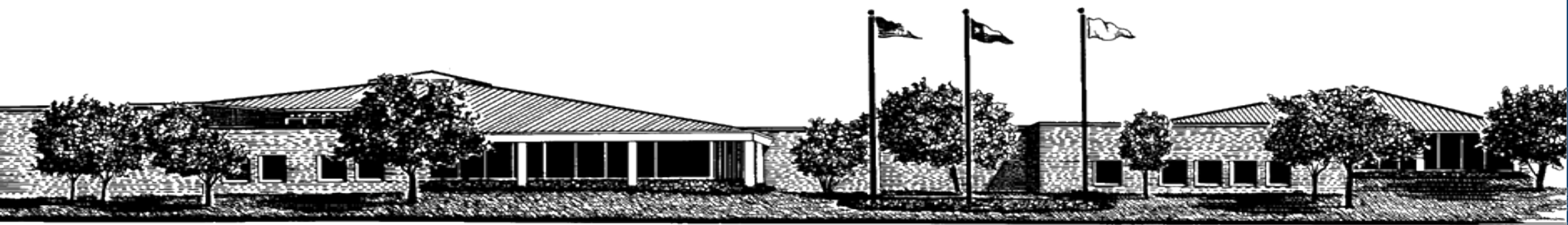
N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

FIFA event request



EXPANDING THE 250TH ANNIVERSARY CELEBRATION-FIFA-THEMED EVENTS

FEBRUARY 3, 2026

DEVON HANDLEY, SPECIAL EVENTS PLANNER

TYLER AGEE, PARKS AND RECREATION ASSISTANT DIRECTOR

BART STEVENSON, PARKS AND RECREATION DIRECTOR

We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self

LEVERAGING A GLOBAL MOVEMENT

- 250th Anniversary of Independence
- Global excitement around FIFA
- July 4th event already draws largest crowd
- Goal: increase visitation, length of stay, and economic impact

CONCEPT



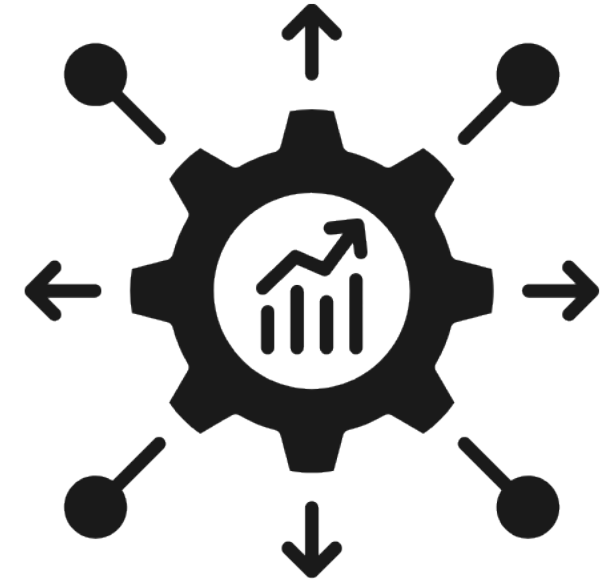
3 DAYS

- 7/3-Watch Party
- 7/4-July 4th Celebration
- 7/5-Youth Soccer Day



1 CELEBRATION

- Building on the celebration
- Working with Hotels
- More opportunities for local businesses



EXPANDED IMPACT

- Blending of multiple elements
- Community Celebration
 - Sports Tourism
 - Youth Engagement
 - Family-friendly experiences

JULY 3: WATCH PARTY

- Large scale public viewing event
- Designed to:
 - Encourage early arrivals for July 4th event
 - Increase restaurant & hotel usage
 - Activate Armstrong Park the day before the July 4th event
- Example activities:
 - Large video screen streaming the 3 games
 - DJ or live music
 - Inflatables and/or Rides
 - Food trucks
 - Fields set up for mini soccer games-age separated



JULY 3: WATCH PARTY

- Potential to have TapVille there serve alcohol-if approved
- Use VIP as the alcohol garden
- Use wristbands to determine who has had alcohol
 - TapVille gives to them upon purchase
 - [TapVille Mobile](#)



JULY 4: INDEPENDENCE CELEBRATION

- Utilize select infrastructure & amenities across multiple days
 - Fencing
 - Port-a-lets
 - Tables/Tents
- Enhancements could be:
 - Expanded programming-soccer related
 - Additional activations or amenities
 - Soccer themed inflatables/rides/games
 - Visitor experience continuity



Armstrong Park - July 4th Concert Concept

JULY 5: YOUTH SOCCER CLINIC DAY

- Soccer clinics lead by Duncanville's Association & surrounding area clubs
- Attracts:
 - Local families
 - Regional youth teams
 - Visiting participants
- Reinforces City Values
 - Recreation
 - Youth development
 - Inclusive programming



Armstrong Park - July 5th Youth Soccer Skills & Drills Day

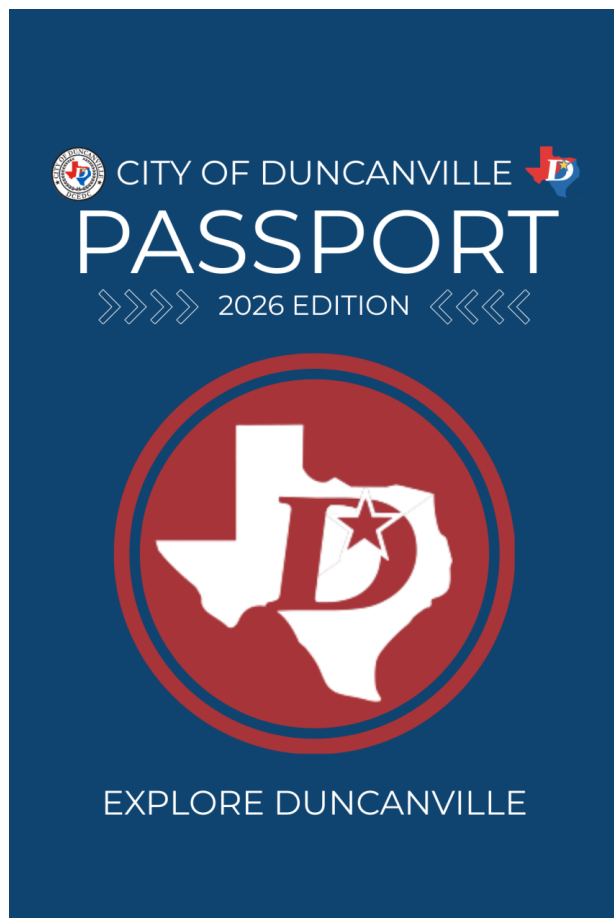
POP-UP WATCH PARTIES

- Hosted at Recreation Center
- Could be multiple, smaller, watch parties throughout tournament
- Benefits:
 - Low cost to City
 - High accessibility for residents
 - Increased foot traffic to the Recreation Center
- Compliments main events



DUNCANVILLE PASSPORT

- Book about what to do in Duncanville
 - Talk to local businesses to offer discounts
 - Calendar of things going on
 - Give to hotels to give to guests at check-in
 - Could charge or leave as free



EXAMPLE

Kim & Jenny's Cafe

WHEATLAND PLAZA
450 E WHEATLAND RD

BIO/ABOUT SECTION ABOUT KIM & JENNY'S CAFE AND WHY VISITORS SHOULD GO THERE

15% OFF YOUR VISIT

Applies to dine-in and food only
Not applicable for merchandise



FUNDING STRATEGY

- Request use of HOT funds
 - Cover the 7/3 & 7/5 additional days
 - Expand select 7/4 amenities & activations for multi-day use
- Why HOT funds:
 - Events designed to increase overnight stays, extend visitor length of stay, drive spending at hotels, restaurants, & retail
- Aligns with HOT fund eligibility:
 - Tourism promotion
 - Destination marketing
 - Visitor-focused programming

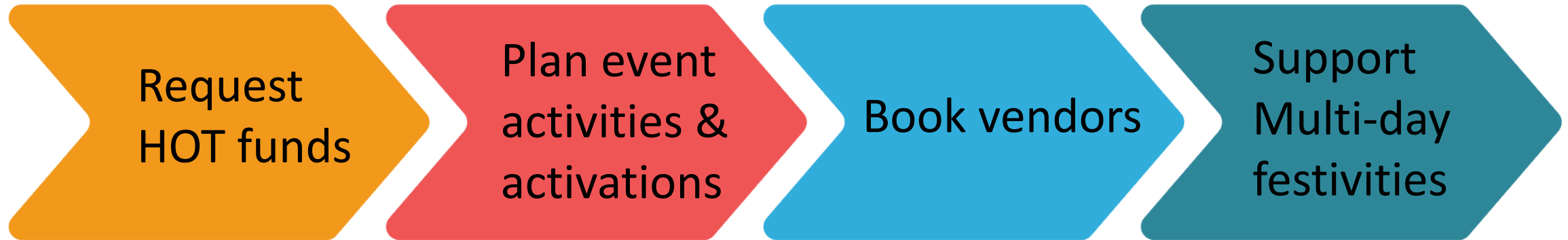
EVENT COST-TOTAL EST. \$78,150

- FIFA LICENSING-\$5000+
- LABOR
 - PD-\$3,150 (July 3)
 - PARKS-\$8,000 (July 3 & 5)
- RENTALS
 - TENT/CHAIRS/LIGHT TOWERS- \$25,000 (over the 3 days)
 - PORT-A-LETS- NO PRICE CHANGE
 - FENCING-
- ACTIVATIONS
 - TV SCREEN- \$7,000
 - BOUNCE HOUSES-\$13,000 (July 3 & 5)
 - AMUSEMENT RIDES-\$30,000 (over the 3 days)
 - VENDORS-\$5000+

COMMUNITY BENEFITS

- Multi-day engagement opportunity
- Broader demographic reach:
 - Families
 - Youth
 - Sports Fans
 - Visitors
- Strengthens Duncanville's identity during milestone anniversary year
- Positions Duncanville as a regional destination during this high-traffic travel time

NEXT STEPS



THANK YOU
Any questions? Discussion.





STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Receive a Briefing on the Police and Courts Needs Assessment Financial Impact and Discuss Financing Options and Potential Next Steps

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

**Richard Abernethy
Mark Rauscher
Richard Jackson
Jennifer Otey**

BACKGROUND/HISTORY:

In July 2025, the 2025 Bond Committee recommended a bond package totaling \$20 million, including \$12 million for a police station and courts facility expansion and rehabilitation and \$8 million for a renovated and expanded Service Center. In August 2025, City Council strategically opted to pause moving forward with a bond election in order to allow for a comprehensive spatial needs assessment for the Police and Courts Facility.

The City engaged Kimley-Horn ADG in October 2025 to conduct the assessment, and their preliminary Needs Assessment was briefed to City Council on January 20, 2026. Since that time, staff has continued to review the findings and is returning to City Council to discuss the financial impacts, available options, and potential next steps.

POLICY EXPLANATION:

As a follow-up to the briefing on the Police and Courts Needs Assessment, staff will

brief City Council to review the total project cost, operational impacts, and how this effort aligns with the City’s long-term capital plans. Staff will also provide threshold options for City Council to consider.

Staff has met internally and, based on the current timeline, we recommend targeting a November 2026 bond program. This timeline will allow staff additional time to evaluate and compare other police facilities, explore potential grant opportunities, confirm all project-related costs, and review all options to ensure the final facility meets Police Department needs while remaining consistent with the City’s long-term financial outlook. A presentation will be included and presented at the City Council briefing.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

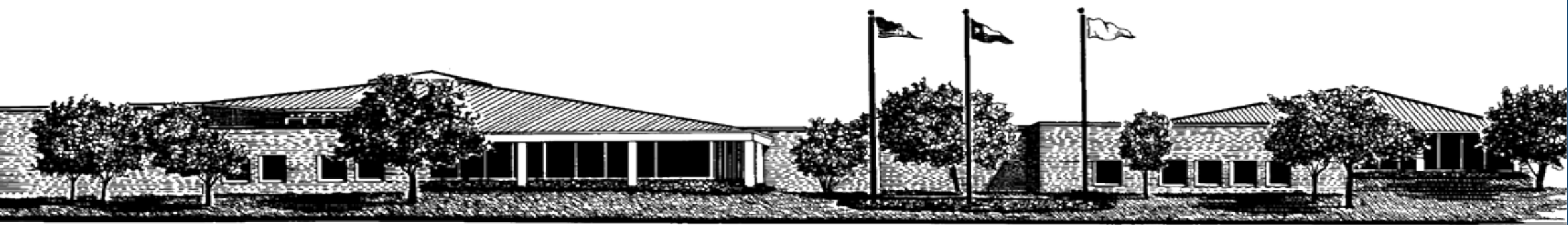
N/A

ACTION ALTERNATIVES:

- 1. Approve.
- 2. Disapprove
- 3. Other actions as directed by Council.

ATTACHMENTS:

2026-02-03 - City Council Bond Presentation



2026 BOND PROGRAM POLICE AND COURT FACILITY FOLLOW- UP

FEBRUARY 3, 2026

RICHARD ABERNETHY, INTERIM CITY MANAGER

We are building a vibrant, inclusive community, driven by a commitment
to democratic principles and service above self

PURPOSE

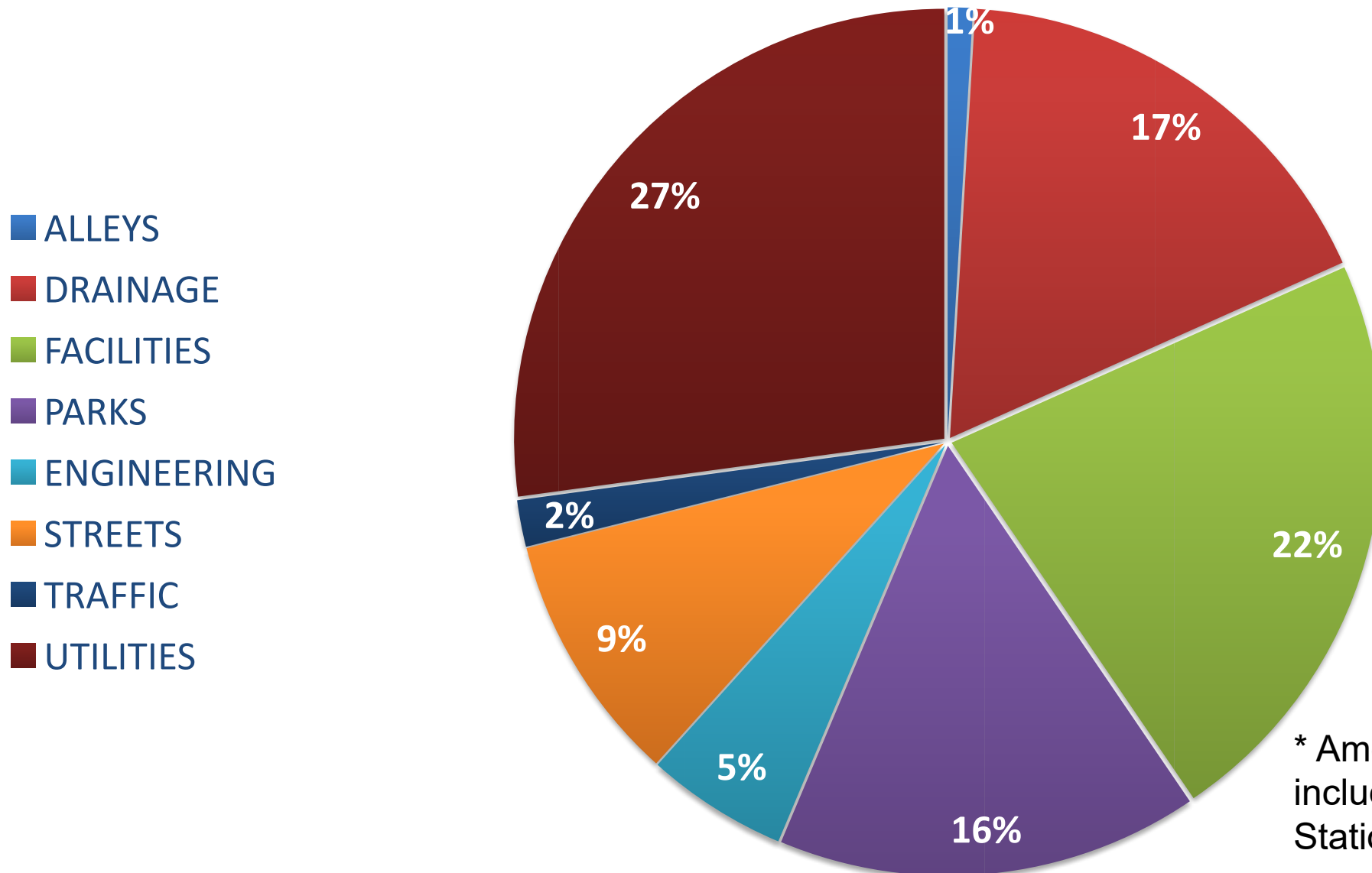
- Review preliminary cost and financial impacts of the Needs Assessment
- Discuss timing, scale, and funding capacity
- Recommend next steps to deliver a significantly improved Police and Courts Facility that meets current and future needs

BACKGROUND

- **January 2025** – City Council established the 2025 Bond Committee.
- **January – June 2025** – Bond Committee evaluation and financial review; updates to Council.
- **July 17, 2025** – Bond Committee recommended a \$20M Bond Program.
 - \$8M Service Center; \$12M Police and Courts Facility
- **August 12, 2025** – City Council deferred a bond election and directed staff to complete a Police & Courts Spatial Needs Assessment.
- **September 2025** – Funding Identified; RFQ issued for Needs Assessment.
- **October 2025** – Kimley-Horn ADG selected; Needs Assessment Initiated.
- **December 12, 2025** – City Council workshop on CIP and funding strategies.
- **December 16, 2025** – City Council received preview of Needs Assessment.
- **January 2026** – City Council briefed on final Spatial Needs Assessment.

CAPITAL IMPROVEMENT PROJECTS

10 Year Forecast - \$202 M



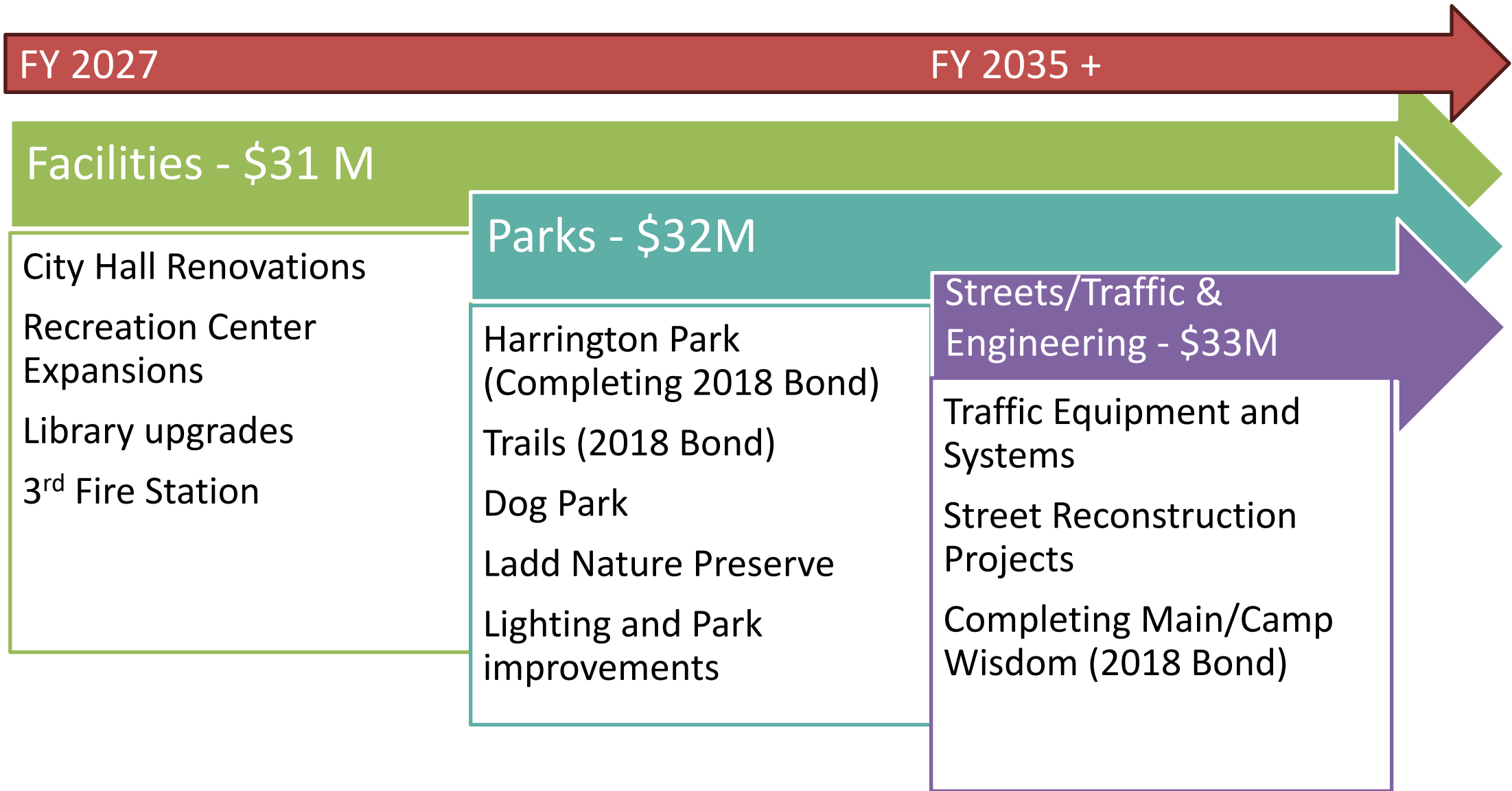
* Amount does not include Police Station

CAPITAL IMPROVEMENT PROJECTS

10 Year Forecast

- Potential Revenue Supported Projects:
 - \$105 Million
 - Drainage
 - Alleys
 - Utilities
 - Projects and potential debt could be supported by stormwater fees, utility fees
- Potential Property Tax supported projects
 - \$97 Million
 - Facilities
 - Parks
 - Engineering
 - Streets
 - Traffic
 - \$68 Million – Police Station - not included above

TAX SUPPORTED PROJECTS



Other projects would be pushed to 10+ years out.

COMPARISON ON DEBT RATE

	CITY	2025 Debt Rate	2025 M/O Rate	Total 2025 Tax Rate	Debt % of Total Rate
1	Colleyville	0.017699	0.294232	0.311931	5.67%
2	Duncanville	0.035054	0.565112	0.600166	5.84%
3	Farmers Branch	0.058925	0.484575	0.543500	10.84%
4	Hurst	0.083256	0.528626	0.611882	13.61%
5	Coppell	0.067978	0.376998	0.444976	15.28%
6	Eules	0.087036	0.389430	0.476466	18.27%
7	DeSoto	0.182542	0.502392	0.684934	26.65%
8	Bedford	0.145266	0.380946	0.526212	27.61%
9	Cedar Hill	0.184570	0.451879	0.636449	29.00%
10	Lancaster	0.178635	0.420855	0.599490	29.80%
11	Grand Prairie	0.217575	0.442425	0.660000	32.97%
12	Haltom City	0.188050	0.369240	0.557290	33.74%
13	Mansfield	0.227580	0.411420	0.639000	35.62%
14	Waxahachie	0.226143	0.383857	0.610000	37.07%
15	Midlothian	0.316486	0.333514	0.650000	48.69%

TAX IMPLICATIONS – 2026 BOND PROGRAM

Debt Option	Estimated Rate (Based on Current)	Value \$200,000	AVG Value \$263,816	Value \$300,000	Value \$400,000
Current City Taxes	\$0.600166	\$1,200	\$1,583	\$1,800	\$2,400
\$35 Million Bond – 20 YRS	\$0.642966	\$1,286	\$1,696	\$1,929	\$2,572
\$50 Million Bond – 20 YRS	\$0.663866	\$1,328	\$1,751	\$1,992	\$2,655
\$64 Million Bond – 20 YRS	\$0.685766	\$1,372	\$1,809	\$2,057	\$2,743

* These estimates reflect only the debt (I&S) portion of the tax rate associated with the bond scenarios shown. Any future changes to the Maintenance & Operations (M&O) rate are not reflected and could affect the total City tax rate.

5 YEAR - BUDGET OUTLOOK

	BUDGET	PROJECTIONS				
	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Revenue Total	\$44,864,848	45,501,607	46,317,841	47,383,137	48,566,823	49,692,650
Expense Total	\$44,835,968	46,937,160	48,317,253	49,728,132	51,175,715	51,946,225
Net Revenue (Expenses)	\$28,880	(1,435,553)	(1,999,412)	(2,344,995)	(2,608,892)	(2,253,575)

- Forecast does not include the staffing recommendations from the Matrix Report for Police/Fire
- Operational cost for police facility - \$400k - \$600k

RECOMMENDATIONS

- Planning Range of up to \$35M for a Police and Courts Facility (not a funding commitment)
 - Debt Capacity for other projects in near future
 - Less of an impact to taxes
 - Maintain flexibility in scope, phasing, and funding
- Next Steps
 - Delay election to November 2026
 - Allow for more time for concept of station
 - Debt Structure - repayment plan (i.e. 20, 25, 30 yrs)
 - Define unknown costs and seek alternative funding sources (i.e. grants)
 - Research other facilities of comparable size, demographics and staff
 - Explore regionalization opportunities
 - Revisit with Bond Committee

THANK YOU

Any questions? Discussion.





STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

City Council shall convene into closed session pursuant to Section 551.071 to deliberate code enforcement issues along Cavan and Hastings Streets, and to seek legal advice from the City Attorney regarding such issues.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

Richard Abernethy

BACKGROUND/HISTORY:

City Council shall convene into closed session pursuant to Section 551.071 to deliberate code enforcement issues along Cavan and Hastings Streets, and to seek legal advice from the City Attorney regarding such issues.

POLICY EXPLANATION:

City Council shall convene into closed session pursuant to Section 551.071 to deliberate code enforcement issues along Cavan and Hastings Streets, and to seek legal advice from the City Attorney regarding such issues.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

None



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

Robert Hager, City Attorney

BACKGROUND/HISTORY:

City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

POLICY EXPLANATION:

City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

FUNDING SOURCE:

N/A

ACTION ALTERNATIVES:

ATTACHMENTS:
None



Proclamation

WHEREAS, in 1976, Black History Month was formally adopted to honor and affirm the importance of Black History throughout our American experience; and

WHEREAS, the history of people of African heritage goes back thousands of years and includes some of the greatest, most advanced and innovative societies in the history of human existence; and

WHEREAS, African Americans have played a significant role in history, from the early days of the pioneers to our present day leaders in such industries as aerospace, finance, international trade, and government; and

WHEREAS, Black History Month is a time for all Americans to reflect on the rich history and teachings of African Americans whose contributions are vast and wide; and

WHEREAS, during Black History Month all Americans are encouraged to reflect on the rich history and teachings of African-Americans and bear witness to the progress, beauty, and achievements they have made throughout our region; and

WHEREAS, when Carter G. Woodson established Negro History week in 1926, he realized the importance of providing a theme to focus the public's attention; and

WHEREAS, the theme for 2026 is, "A Century of Black History Commemorations", celebrating a century of national commemorations and their role in transforming the status of Black people in the modern world.

NOW, THEREFORE, I, Greg Contreras, Mayor of the City of Duncanville, Texas do hereby proclaim February as

BLACK HISTORY MONTH

in the City of Duncanville and urge all citizens to join me in celebrating the collective ingenuity, creativity, cultures, and traditions of African Americans and encourage everyone to participate in events honoring the contributions of Black Americans.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 3rd day of February, 2026.

Mayor, The City of Duncanville



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Duncanville Chamber of Commerce Annual Report

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

Richard Abernethy

BACKGROUND/HISTORY:

The Duncanville Chamber of Commerce’s mission is to promote business and community prosperity. The Chamber supports business owners and community members regardless of Chamber affiliation or membership status, reflecting its commitment to inclusive economic growth and community engagement.

Recent business-related demographic trends indicate an increase in Hispanic residents, an increase in vacant commercial properties, and a decline in both new and renewed Chamber memberships in 2025. In response to these challenges, the Chamber implemented a new branding direction during 2025, which contributed to improved member retention.

Building upon this progress, the Chamber has identified targeted branding priorities for 2026. These priorities include renewing community partnerships, enhancing marketing print collateral and overall branding, expanding knowledge-based member programming, and improving website and social media marketing efforts. These initiatives are intended to strengthen outreach, better align with changing demographics, and support long-term business and community prosperity within Duncanville.

POLICY EXPLANATION:

Representatives from the Duncanville Chamber of Commerce will be in attendance to

present the annual report.

FUNDING SOURCE:
ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
N/A	N/A	N/A

ACTION ALTERNATIVES:

ATTACHMENTS:
2025 ANNUAL Chamber REPORT



DUNCANVILLE
CHAMBER OF COMMERCE

2025 ANNUAL REPORT



The Chamber of Champions

The Mission of the Duncanville Chamber of Commerce is to promote business and community prosperity.

- Our mission statement expresses our purpose in supporting businessowners and community members, regardless of Chamber affiliation or membership status.

Business-Related Demographics:

- Increase in Hispanic residents
- Increase in vacant commercial property
- Decrease in new memberships in 2025
- Decrease in renewal memberships in 2025
- New branding direction improved member retention in 2025

2026 Targeted Branding:

- Renewed community partnerships
- Marketing Print Collateral and Branding
- Knowledge-based member programming
- Improve website/social media marketing



2024-2025 Financial Summary

*Budget Category	Income			Expenses		
	2024	2025	+/- PYTD	2024	2025	+/- PYTD
<i>New Memberships</i>	9,960	4,035	-5,925	2,280	398	-1,882
<i>Membership Renewals</i>	52,355	36,417	-15,938	6,589	5,717	-872
<i>Auction Items</i>	40,535	28,060	-12,475	22,198	16,840	-5,358
<i>Golf Tournament</i>	37,113	32,345	-4,768	6,835	4,931	-1,904
<i>Celebrate Duncanville</i>	18,095	7,599	-10,496	7,480	10,838	3,358
<i>Flavor of Duncanville</i>	11,768	9,311	-2,457	2,551	4,522	1,971
<i>Bowling & Business</i>	5,160	5,920	760	59	0	-59
<i>9/11 Night of Remembrance</i>	6,787	17,084	10,297	7,506	10,436	2,930
<i>Duncanswitch Market</i>	5,490	4,774	-716	4,150	3,627	-523
<i>Visitor's Center Revenue</i>	38,100	0	-38,100	52,541	67,342	14,801
Total	\$225,363	\$145,545	-79,818	\$112,189	\$124,651	12,462

**This is not the entirety of our profit/loss/cash flow YTD. This is just a summary of related activity for this report.*



2025 H.O.T Funds Summary

Application Type	Description	Requested Amount	Sponsorship Amount
<i>2025 H.O.T. Funds</i>	Visitor Center	30,000	
<i>2025 H.O.T. Funds</i>	Chamber LED Sign	14,085	
<i>2025 H.O.T. Funds</i>	Power Washing	2,924	
<i>2025 H.O.T. Funds</i>	Server Repair	940	
<i>Sponsorship/Event Co-Host</i>	<i>2026 Duncanville Awards</i>		5,100
<i>Sponsorship</i>	<i>9/11 Evening of Remembrance</i>		2,200
<i>Sponsorship</i>	Duncanville Golf Classic		1,600
<i>H.O.T. Funds - Reimbursement</i>	Chamber LED Sign	14,085	
*Total		\$33,864	\$8,900

**Amounts rounded to the nearest dollar. Actual amounts may vary. Not all H.O.T. Funds have been awarded.*

LED Sign replacement not needed, sign was repaired by Chamber due to cost effectiveness.



2025 Visitor Center Summary

Log Item	Q1	Q2	Q3	Q4	2025
Total Inbound Calls	1,166	600	748	1,142	3,656
<i>Inbound Calls (General Information)</i>	668	395	486	767	2,316
<i>Requesting City Information</i>	286	164	155	247	852
<i>Relocation (Realtor/Nursing Home/School/Utilities)</i>	1	3	3	3	10
<i>Office Visits (Parade/Events/Permits)</i>	211	38	99	125	473

Additionally, the visitor center is used by several groups on a regular monthly basis:

- **Leadership Southwest - Board of Directors**
- **Duncanville Women's Book Club**
- **Ladies Bridge Game**
- **Epsilon Sigma Alpha Service Sorority - Theta Pi Chapter**
- **Best Southwest Partnership**



Organization Structure

Chamber Members					
Executive Board of Directors					
Chair	Executive Director	1 st Vice Chair	2 nd Vice Chair	Treasurer	Past Chair
General Board Members					
Secretary	Advisor I	Advisor II	Board Seat #10	Board Seat #11	Board Seat #12
Other Staff/Committees				Standing Seats	
<i>Executive Asst.</i>	<i>Networking</i>	<i>Member Services</i>		DISD Super City Manager	
<i>Budget</i>	<i>Fundraising</i>	<i>Nominations</i>	<i>By-Laws</i>		



What's Next?

Survey

Gain insight on member satisfaction to solicit ideas for future initiatives

Feedback

Continue working with DCEDC on improvements to drive traffic to Duncanswitch Market.

Accountability

Improve financial oversight of agency resources, including Budget Development and Periodic Board Review

Joint Programming

This will be opened to ALL new businesses in Duncanville, not just current Chamber Members.

We will join the city on business site visits to understand needs and illustrate the value of membership.

A Welcome Package for new businesses in partnership with DCEDC that supports 1st year memberships.



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Applicants from Duncanville’s Fiscal Year 2026, second-quarter Arts Grant application cycle have been invited to give a brief, two-minute presentation to the City Council.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Re-Imagine High Quality of Life: Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.

STAFF RESPONSIBLE:

Alex Hamby, Communications and Marketing Administrator

BACKGROUND/HISTORY:

The City Council adopted the FY 2024–2025 Arts Funding Policy and Grant Guidelines on June 3, 2025 (Resolution No. 2025-488), establishing three grant types: Annual Arts Program Grants, Single Project Support Grants, and Public Art Grants. Funding is supported by the City’s Hotel Occupancy Tax (HOT) revenue and is intended to support public-facing arts programs that enhance quality of life, tourism, and community identity.

The application window for the second quarter grant cycle of Fiscal Year 2025-2026 was December 2 to December 31, 2025, and was promoted and made available online.

A total of 13 applications were received. The Duncanville Arts Commission evaluated each during their January 12, 2026, Special Meeting and has made recommendations to the City Council based on the criteria outlined in the adopted guidelines.

POLICY EXPLANATION:

The Duncanville City Council adopted Resolution No. 2025-488, the Fiscal Year 2024–2025 and 2025–2026 Arts Funding Policy and Grant Guidelines, as recommended by the Duncanville Arts Commission. These guidelines establish a framework for the fair

and transparent distribution of arts funding through three grant categories: Annual Arts Program Grants, Single Project Support Grants, and Public Art Grants. The policy supports nonprofit organizations, individual artists, and community-based initiatives that promote tourism, placemaking, and civic engagement. Funding sources include Hotel Occupancy Tax revenues and other public and private contributions. The resolution authorizes the City Manager or their designee to carry out administrative actions necessary to implement the policy, which took effect immediately upon adoption on June 3, 2025.

FUNDING SOURCE:

ORG and Object Number

11011000-700450

Available Budget

\$74,000

Purchase Amount

\$40,100

After Encumber

\$33,900

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

Arts Commission Podcast Application, Derby Hat Bar Party Application, DSO Principal Cellist Christopher Adkins in: 'Once Upon a Time' Application, Duncanville Poet Laureate Application, Empowerment Through Ballet Application, He That Finds a Wife ... Find Me Application, Lettering Art and Design Workshops Application, Maya Angelou Literary Festival Application, Pieces of Us: A Duncanville Community Mosaic Application, Spring Main Street Shopping & Music Experience Application, SupaFly Application, The City in Motion Application, 2026 IVida Impact Lab Grant Proposal

Monday, December 29, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Duncanville Arts Commission

Project Lead (if different) Mary Ann Taylor

Mailing Address 203 E Wheatland Rd
Duncanville, TX, 75137

Phone Number (972) 780-5000

Email arts@duncanvilletx.gov

How do you prefer to be contacted?

Website or Social Media (if applicable)
City of Duncanville Website, Facebook, Instagram

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title

City of Duncanville Arts Commission Podcast

Brief Project Summary (2-3 sentences)

Goal is to initiate a Duncanville Arts Commission Podcast series to promote the arts and tourism within the City. Besides guest artists, musicians and poets, other creative choices could include Duncanville ISD personnel, grant recipients and City officials.

Project Start Date

Sunday, February 1, 2026

Project End Date

Wednesday, September 30, 2026

Do you have a confirmed location for this event or project?

Yes

Location(s)

Various City properties such as City Hall, Library, annex and various other locations as suggested.

Is this project open to the public?

Yes

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

Goal is to broadcast weekly podcast interviewing and showcasing, promoting artistic residents and arts related activities in the City of Duncanville. The commission is working on ensuring continuity, scheduling, reliability and volunteerism.

How will the project serve the Duncanville community and promote public access?

Creating a podcast will give the City access to a huge potential of listenership locally and internationally. The podcast is another low-cost and unique opportunity to continue to brand and give a voice to the City and what it has to offer in terms of artistic programs and events. Podcasting creates community through a social media presence.

How will your project promote tourism or economic development within Duncanville?

Goal is to elevate Duncanville's identity as a wonderful location or destination to attend, support or collaborate an artistic event and/or program.

List the individuals and organizations involved in planning or executing the project.

Duncanville Arts Commission, City Hall employees Mr. Francisco Ramos and Mr. Alex Hamby and Duncanville Arts Foundation.

Briefly describe your marketing plan.

Create a strategic list of interviewees and record a minimum of 4 episodes at a time. This would allow for a short turnaround. Gives us a month to evaluate and prepare for the next session. As the team becomes more experienced, this front loading could increase.

Episodes would be short 15-20 minute interviews discussing interviewee's background and relevance to Duncanville.

Content would be scheduled for release once a week at the same appointed time.

Emphasis will also be given to current or recent Arts Grant Recipient programs.

How will you evaluate the success and impact of your project?

Review the total number of downloads and listens.

Look at listener retention rates.

Audience reviews and ratings. Direct feedback from listeners.

Guest leads and/or recommendations from listeners.

Community Engagement

Always a possibility of ad revenue or sponsorships.

Section 6: Budget

Total Project Budget 3,000

**Amount requested from the
Duncanville Arts Commission/City
Council** 3,000

Please attach a detailed budget



2026 Podcast Budget.docx

Section 7: Required Documents

Document Checklist

Completed application form. *required

Narrative responses (Section 5) *required

Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation.
*required

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature

Name

Angela Thorpe-Harris

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines? *

- Yes
 No

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) *

Lin & Jen's Hats On!

Project Lead (if different)

Jennifer Lott Hagler

Mailing Address *

627 Mercury Ave.

Street Address

Street Address Line 2

Duncanville Tx

City

State / Province

75137

Postal / Zip Code

Phone Number *

214 794 0034

Please enter a valid phone number.

Email *

Jennifer @ Lottcompanies.com

example@example.com

How do you prefer to be contacted?

Please Select

Email

Website or Social Media (if applicable)

www.HatsOnBar.com
Instagram: HatsOnHatBar
Facebook: Lin & Jen's Hats on

Are you a first-time applicant? *

Yes

No

Section 2: Eligibility

Check all that apply: *

- Individual Artist
- 501(c)(3) Nonprofit
- Business Entity
- City Department
- Duncanville Arts Commission

Do you live or operate a business/studio within Duncanville, TX city limits? *

Yes

No

Section 3: Grant Type

Select the grant category for which you are applying (select one): *

Annual Arts Program Grants (nonprofits only)

Public Art Grant

Section 4: Project Information

Project/Event Title *

DERBY HAT BAR PARTY

Brief Project Summary (2-3 sentences) *

Community event that is centered around the Kentucky Derby. Guests are invited to make their own Derby hats & watch the Derby on TV. Hat contest w/ awards.

Project Start Date *

5 2 2026

Month Day Year

Project End Date *

5 2 2026

Month Day Year

Do you have a confirmed location for this event or project? *

- Yes
 No (if not, please provide an explanation in the field below)

Location(s)

204 N. Main Street
Duncanville, TX 75116

Is this project open to the public? *

- Yes
 No

Admission Fee (if any)

0

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project. *

Community, family - friendly, creative, and interactive Derby Hat Bar party at our hat bar. We will set up TVs; everybody is encouraged to make a Derby Hat; Food trucks; Vendors.

How will the project serve the Duncanville community and promote public access? *

This is fun for All ages. Our hat bar is located in the center of the D'ville Arts District which will drive traffic (people) to Main Street. We will block off parking lot. for safety.

How will your project promote tourism or economic development within Duncanville? *

This should bring visitors to Downtown D'ville from surrounding municipalities who want to watch the Derby, shop and eat, and make a custom hat. This will generate revenue via sales tax.

List the individuals and organizations involved in planning or executing the project. *

Lin & Jen's Hats On!
Linda Wood
Jennifer Lott Hagler

Briefly describe your marketing plan. *

Social media, flyers, City/Chamber → ads on LED signs, contact Leadership Southwest, Ad in Southwest Now.

How will you evaluate the success and impact of your project? *

people in attendance
hats crafted
Sales \$ generated via vendors and food trucks.

Section 6: Budget

Total Project Budget *

\$ 8550

Amount requested from the Duncanville Arts Commission/City Council *

\$ 8550

Matching Funds (cash/in-kind)

Discussion Needed

Section 7: Required Documents

Document Checklist *

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required
- IRS 501(c)(3) determination letter (if applicable)
- Property owner support letter (*required for Public Art Grant)
- Portfolio or artistic samples (*required for individual artists)

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Name *

First Name Last Name

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Property Owner Name

First Name Last Name

Property Address

Street Address

Street Address Line 2

City State / Province

Postal / Zip Code

Continue

Derby Hat Bar Party – Top-Line Budget

Lin & Jen’s Hats On! – Saturday, May 2, 2026

Category	Estimated Cost
Hat Bar Supplies (hats + décor + setup)	\$2,200
Outdoor TVs + Audio + Tech	\$500
Restrooms	\$800
Tables + Chairs + Linens	\$300
Signage + Easels	\$300
Marketing + QR	\$350
Contests + Prizes	\$300 (will ask for donations)
Decor + Experience Enhancements	\$1,200
Entertainment – Band	\$600 (will try to get DISD band)
Police Officer / Security	\$450
Trash, Sanitation, First Aid, Safety	\$250
Shade/Tent + Weather Prep	\$300
Electrical & Power Needs	\$100
Photography / Social Media	\$250
Permits (if required)	\$150
Miscellaneous	\$500

Estimated Total: ≈ \$8,550

Wednesday, December 31, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Martin Izaiah Salazar

Mailing Address 1114 Lady Lane
Duncanville, Texas, 75116

Phone Number (214) 931-9219

Email isalazar@aquaunited.com

How do you prefer to be contacted?

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title DSO Principal Cellist Christopher Adkins in: 'Once Upon a Time'

Brief Project Summary (2-3 sentences)

Dallas Symphony Principal Cellist Christopher Adkins and his Accompanist will perform a 120 min concert at the Poe-Hobden Amphitheater in Armstrong Park on May 16th. The Theme of the show is Once Upon a Time, showcasing pieces from Bach and melodies inspired by children's stories like: Hansel and Gretel and Cinderella.

Project Start Date Saturday, May 16, 2026

Project End Date Saturday, May 16, 2026

Do you have a confirmed location for this event or project?

Location(s)

Poe-Hobden Amphitheater in Armstrong Park - Already Booked for May 16th with the Rec Dept.

Is this project open to the public?

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

This project is about making classical music feel welcoming, imaginative, and accessible to the community. Once Upon a Time turns the Poe-Hobden Amphitheater into an open-air storybook, where music helps tell familiar tales many people grew up with. The concert blends works by Bach with melodies inspired by classic children's stories, creating a program that feels both elevated and easy to connect with. Led by Dallas Symphony Principal Cellist Christopher Adkins, the performance is designed to spark curiosity and emotion rather than feel formal or intimidating. By tying the music to storytelling, the concert invites audiences of all ages—especially first-time classical listeners—to engage with the experience in a relaxed, enjoyable way.

A key purpose of this project is bringing high-quality cultural programming to an underserved area. Hosting a world-class classical concert in Armstrong Park helps make this level of artistry accessible to the Duncanville community, without the need to travel to traditional concert halls. It offers residents an opportunity to experience live classical music up close in a familiar public space. Overall, Once Upon a Time aims to celebrate imagination, community, and shared experience—proving that meaningful, high-level art can be both approachable and available to everyone.

How will the project serve the Duncanville community and promote public access?

This project will serve Duncanville by making high-quality classical music publicly accessible in a familiar, welcoming setting. By hosting the concert at the Poe-Hobden Amphitheater in Armstrong Park, the performance removes common barriers such as ticket cost, formal venues, and limited exposure to the arts. Residents can experience world-class musicianship close to home, in an outdoor space that encourages families, first-time listeners, and longtime arts supporters to attend together.

The event promotes public access by bringing elevated cultural programming directly into an underserved area, rather than asking audiences to travel to downtown arts institutions. Presenting Dallas Symphony Principal Cellist Christopher Adkins in a community park reinforces the idea that exceptional art belongs to everyone, not just traditional concert halls.

The storytelling theme, Once Upon a Time, further expands access by making the music relatable and engaging for all ages. Connecting classical pieces to familiar stories helps demystify the art form and invites broader participation, especially from young people and those who may not typically attend classical performances.

In addition to cultural enrichment, the concert encourages community gathering, shared experience, and pride in Duncanville's public spaces. By offering a high-caliber, inclusive arts experience, this project strengthens cultural equity and supports the city's goal of making the arts visible, approachable, and available to the entire community.

How will your project promote tourism or economic development within Duncanville?

This project will promote tourism and economic development by positioning Duncanville as a city that values and invests in high-quality cultural experiences. Hosting a performance by Dallas Symphony Principal Cellist Christopher Adkins in a public outdoor venue elevates the city's cultural profile and attracts visitors from surrounding communities who may not otherwise travel to Duncanville for an arts event.

The concert encourages increased foot traffic to Armstrong Park and nearby businesses, including local restaurants, cafés, and shops, as audiences often dine or gather before and after the performance. By activating a public space with a marquee cultural event, the project supports local commerce and highlights Duncanville as a destination for family-friendly, arts-centered programming.

In the long term, showcasing professional-level performances in accessible community spaces helps build Duncanville's reputation as a vibrant, culturally engaged city. This kind of visibility can encourage repeat visitation, future arts partnerships, and additional events that continue to drive economic activity.

List the individuals and organizations involved in planning or executing the project.

Christopher Adkins, Principal Cellist

Gabriel Sanchez, Pianist

Izaiah Salazar, Event Producer

Chris Arreola, Videography and Photography

Briefly describe your marketing plan.

The marketing plan will focus on broad, community-centered outreach to ensure strong public awareness and attendance. Printed flyers and posters will be distributed throughout Duncanville at libraries, community centers, parks, cafés, and other high-traffic public spaces. Direct, in-person outreach will include visiting local schools, nursing homes, and churches to share information and invite students, families, and seniors to attend.

Digital promotion will support this grassroots effort through targeted social media advertisements and organic posts across platforms such as Instagram and Facebook, highlighting the storytelling theme and the unique opportunity to experience a world-class musician in a public park.

The project will also rely on partnerships with local businesses. By networking with restaurants, shops, and service providers, we will secure sponsorship support and place promotional materials inside their storefronts. These collaborations help extend the reach of the campaign while strengthening local buy-in, ensuring the event feels like a shared community celebration rather than a single standalone performance.

How will you evaluate the success and impact of your project?

The success and impact of this project will be evaluated through both quantitative and qualitative measures. Attendance will be a primary indicator, including overall turnout and audience diversity, with special attention to first-time attendees and families. Strong participation will demonstrate increased public access to cultural programming in Duncanville.

Audience feedback will also play a key role. Informal surveys, comment cards, and social media engagement will help capture audience response, including enjoyment of the program, understanding of the theme, and interest in attending future arts events. This feedback will provide insight into how effectively the concert made classical music feel approachable and relevant.

Community impact will be assessed by observing engagement with the venue and surrounding area, such as increased activity in Armstrong Park and nearby businesses before and after the performance.

Collaboration with city staff and partners will help identify any noticeable economic or tourism-related benefits.

Finally, success will be measured by long-term outcomes, including interest from local organizations, schools, or arts partners in future programming. If the project sparks continued demand for accessible, high-quality cultural events in Duncanville, it will demonstrate meaningful and lasting impact beyond a single performance.

Section 6: Budget

Total Project Budget 4,552

Amount requested from the Duncanville Arts Commission/City Council 3000

Please attach a detailed budget

Duncanville Recital.pdf

Section 7: Required Documents

Document Checklist

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required
- Portfolio or artistic samples (*required for individual artists)

Upload required documents

DRIVER LICENSE.pdf

VENDOR PACKET.pdf

PROOF OF CONCEPT.pdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature

Name

MARTIN SALAZAR

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public

art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Saturday, December 27, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Duncanville Arts Commission

Project Lead (if different) Mary Ann Taylor

Mailing Address 203 E Wheatland Rd., High Ridge Drive
Duncanville, TX, 75137

Phone Number (972) 780-5000

Email arts@duncanvilletx.gov

How do you prefer to be contacted?

Website or Social Media (if applicable)
City of Duncanville - Arts Commission

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Duncanville Poet Laureate

Brief Project Summary (2-3 sentences)

With Duncanville as a creative and artistic hub, a positive way to draw attention to its progress is creation of a poet laureate position. This is not a job with specific duties but a way to honor a poet and an opportunity to highlight the spoken arts throughout the community.

Project Start Date Sunday, February 1, 2026

Project End Date Wednesday, September 30, 2026

Do you have a confirmed location for this event or project? No (if not, please provide an explanation in the field below)

Is this project open to the public? Yes

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

Texas has had poets laureate since 1932. These individuals have come from all over the state. The appointment currently lasts one year. Cities can also appoint a poet laureate; San Antonio was the first in Texas to do so, in 2012. Dallas now has its second laureate, Mag Gabbert, whose term expires in March 2026

The Poet Laureate acts as an ambassador of the literary arts and the City of Duncanville by creating and reading poems and presenting their poems at public meetings and events to engage diverse voices, activate the community and broaden perspectives in shaping and furthering the literary arts and culture through creative expression.”

How will the project serve the Duncanville community and promote public access?

For Duncanville, the role of a poet laureate would first recognize the achievements of a local poet. Because performance poetry is not always written, consideration would be given to other criteria. Highlighting the literary arts is central to the concept, so activities throughout the year would reflect that motivation. The poet might be asked to prepare and read an original work for a particular City meeting or event. The work for another occasion might not be original, however, as might be appropriate, for example the Juneteenth celebration.

How will your project promote tourism or economic development within Duncanville?

This is literary arts / creative writing that will draw family, friends and others to Duncanville to support, hear and visit with the poet laureate. While visiting Duncanville, visitors will be encouraged to shop, eat and stay in the city. Duncanville will be one of the few cities that will be able to advertise the fact that we have a local poet laureate.

List the individuals and organizations involved in planning or executing the project.

Duncanville Arts Commission

Briefly describe your marketing plan.

Reception, appointment and/or application selection process to start the program. Plan on advertising and promoting through social media and other media outlets. Encourage the City of Duncanville and residents to incorporate the Poet Laureate in as many city events as possible.

How will you evaluate the success and impact of your project?

Surveys and public feedback.

Section 6: Budget**Total Project Budget** 3,500**Amount requested from the
Duncanville Arts Commission/City
Council** 3,500**Please attach a detailed budget**

Poet Laureate Budget_3698.docx

Section 7: Required Documents**Document Checklist**

Completed application form. *required

Narrative responses (Section 5) *required

Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation.
*required**Section 8: Acknowledgements**

By signing below, I affirm that all information provided is accurate and complete.

Signature**Name**

Angela Thorpe-Harris

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Property Owner Name

Angela Thorpe-Harris

Property Address1302, High Ridge Drive
Duncanville, TX, 75137-3637**Property Owner Signature**

Monday, December 29, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Brown Girls Do Inc/Brown Girls Do Ballet

Mailing Address 1714 Green Tree Lane,
Duncanville, TX, 75137

Phone Number (469) 493-6841

Email info@browngirlsdoballet.com

How do you prefer to be contacted?

Website or Social Media (if applicable)

- www.browngirlsdoballet.com
- https://www.instagram.com/browngirlsdoballet
- https://www.facebook.com/BrownGirlsDoBallet
- https://www.linkedin.com/company/brown-girls-do-ballet/
- https://www.tiktok.com/@browngirlsdo

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Empowerment Through Ballet

Brief Project Summary (2-3 sentences)

Brown Girls Do Ballet® is expanding its "Empowerment Through Ballet" community class program to Duncanville, Texas, to serve at-risk youth ages 4–12 with free ballet training. This initiative uses dance as a tool to foster physical fitness, emotional resilience, and positive mentorship in underserved communities. Through accessible, high-quality instruction and community support, the program helps young participants build confidence, discipline, and a sense of belonging.

Project Start Date Saturday, March 7, 2026

Project End Date Saturday, May 2, 2026

Do you have a confirmed location for this event or project? Yes

Location(s)

The Journey Dance Center
219 S Cedar Ridge Dr, Duncanville, TX 75116

Is this project open to the public? Yes

Admission Fee (if any) 0

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

The purpose of the proposed project is to expand Brown Girls Do Ballet®’s free community class program, Empowerment Through Ballet, in Duncanville, Texas, building on the successful launch of the program in fall 2025. The initial implementation demonstrated both strong community interest and the program’s effectiveness as a gateway to sustained ballet training for youth who may not otherwise have access to arts education.

During the fall 2025 pilot, seven participating dancers transitioned from the free community classes into full-time ballet instruction. Brown Girls Do Ballet® is currently covering each dancer’s tuition for a full year, ensuring consistency, stability, and continued artistic development without financial burden on their families. This outcome reflects the program’s ability to move beyond short-term exposure and create meaningful, long-term pathways within the arts. Based on this proven success, Brown Girls Do Ballet® seeks funding to increase the number of free community classes offered in Duncanville in 2026, allowing the program to serve additional students while strengthening its impact.

The artistic vision centers on inclusivity, representation, and access. Empowerment Through Ballet challenges traditional barriers within classical ballet by creating welcoming, culturally affirming spaces where young dancers can see themselves reflected in their instructors and peers. While rooted in foundational ballet technique, the program also prioritizes creativity, self-expression, discipline, and joy, reinforcing the belief that the arts belong to everyone, regardless of background or income.

How will the project serve the Duncanville community and promote public access?

The Empowerment Through Ballet project will serve the Duncanville community by offering free, weekly ballet classes to local youth ages 4–12, removing common barriers to arts participation such as cost, limited access, and lack of representation. Classes will be held at The Journey Dance Center, a trusted and

centrally located community partner, ensuring a safe, welcoming, and accessible environment for participating families. Brown Girls Do Ballet® will also collaborate with local schools and community-based organizations to identify and recruit students who would most benefit from the program.

By bringing high-quality ballet instruction directly into Duncanville, the project expands public access to the arts while fostering confidence, discipline, and creative expression among young participants. The program is intentionally designed to create culturally affirming spaces where students can see themselves reflected in their peers and instructors, helping to challenge long-standing perceptions of who belongs in classical ballet.

In addition to weekly instruction, the project emphasizes community engagement and visibility. The program will conclude with a free public showcase that highlights students' growth and achievements while inviting families, neighbors, and community members to celebrate the dancers' progress together. This culminating event serves not only as a performance opportunity for participants but also as a point of connection, pride, and shared investment in Duncanville's youth and arts ecosystem.

How will your project promote tourism or economic development within Duncanville?

By partnering with The Journey Dance Center and offering free public ballet programming, this project will help position Duncanville as a community that actively supports accessible arts and cultural engagement. The culminating public showcase is designed to draw families, educators, and arts supporters from Duncanville and neighboring cities, increasing foot traffic to nearby businesses, restaurants, and service providers.

The project also generates economic opportunity through paid roles for professional teaching artists, youth assistants, and local event vendors. As Brown Girls Do Ballet® expands its presence in Duncanville, we anticipate additional pop-up classes, performances, and collaborative events that further activate community spaces and attract regional audiences. Over time, these efforts will contribute to Duncanville's reputation as a destination for inclusive, family-centered arts programming that invests in both creative talent and the local economy.

List the individuals and organizations involved in planning or executing the project.

TaKiyah Wallace-McMillian (Executive Director-Brown Girls Do Inc)
 Myatta Metzger (Owner-The Journey Dance Center)
 Shirolyn Strong (Project Manager-Brown Girls Do Inc)

Briefly describe your marketing plan.

Our marketing plan includes a multi-channel approach to reach families in Duncanville and the surrounding areas. We will promote the program through social media campaigns, targeted email outreach, and digital flyers shared by The Journey Dance Center, local schools, and community partners. Printed materials will also be distributed at libraries, churches, and neighborhood events.

We'll feature participant stories and behind-the-scenes content on our social platforms to generate interest and build momentum. Press releases will be sent to local media outlets, and the culminating showcase will be promoted as a free community event to encourage broader attendance and visibility.

How will you evaluate the success and impact of your project?

We will evaluate the success of the project using both quantitative and qualitative measures. Attendance will be tracked at each class to monitor consistency and engagement, while pre- and post-program surveys will be administered to participants and families to assess changes in confidence, physical activity levels, and overall satisfaction.

Instructors will document progress in dance skills, and we will collect testimonials from students, parents, and community partners. The culminating showcase will serve as a public measure of achievement and community engagement. Long-term impact will be evaluated by tracking continued participation in local dance programming, use of provided resources, and referrals to our partner studio, The Journey Dance Center, for ongoing arts education.

Section 6: Budget

Total Project Budget 10,200

Amount requested from the Duncanville Arts Commission/City Council 5,000

Matching Funds (cash/in-kind) 5,000

Please attach a detailed budget


Duncanville Expansion - Sheet1.pdf

Section 7: Required Documents

Document Checklist

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required
- IRS 501(c)(3) determination letter (if applicable)

Upload required documents


DeterminationLetter.pdf


2023-10-12 - Vendor Packet - FILLABLE.pdf


proofofresidency_6815.pdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature



Name

TaKiyah Wallace-McMillian

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Tuesday, December 30, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Candice Rigdon Johnson

Mailing Address 246 Larry Drive
Duncanville, TX, 75137

Phone Number (469) 508-6695

Email ordered.steps@yahoo.com

How do you prefer to be contacted?

Website or Social Media (if applicable)
Candice Ordered Steps Johnson (Facebook)

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title He That Finds A Wife...FIND ME!

Brief Project Summary (2-3 sentences)

He That Finds a Wife...FIND ME! is a witty, emotionally charged comedy-drama about a woman who refuses to wait for love and takes control of her own destiny. When an unforeseen connection disrupts her carefully planned path, she's forced to reckon with the difference between the man she chose and the love she truly needs.

Project Start Date Saturday, May 30, 2026

Project End Date Saturday, May 30, 2026

Do you have a confirmed location for this event or project?

No (if not, please provide an explanation in the field below)

Is this project open to the public?

Yes

Admission Fee (if any) 15.00

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

The purpose of He That Finds a Wife...FIND ME! is to explore modern relationships through humor, honesty, and emotional nuance, centering a woman who actively chooses her future rather than waiting for it to be defined by others. The play examines themes of agency, timing, emotional maturity, and the often-unspoken difference between attraction and alignment — subjects that resonate deeply with contemporary audiences navigating love, partnership, and personal growth.

This project builds on the proven success of my recent stage production, Fixin' His Plate, which was met with enthusiastic audience response and strong attendance, drawing approximately 325 attendees.

Audience engagement, word-of-mouth support, and critical praise for the writing affirmed both the demand for and the impact of locally produced, culturally resonant theatrical work.

Artistically, the vision for He That Finds a Wife...FIND ME! is a character-driven comedy-drama that balances sharp dialogue with heartfelt moments, allowing laughter and reflection to coexist. The story unfolds in familiar, everyday settings, grounding the narrative in realism while elevating it through wit and emotional truth. The production is designed to be accessible, engaging, and conversation-sparking, encouraging audiences to reflect on their own assumptions about choice, love, and readiness without moralizing or prescribing answers.

Ultimately, He That Finds a Wife...FIND ME! aims to create a shared cultural experience that entertains while inviting thoughtful discussion, continuing my commitment to developing original theatrical work that reflects the complexity, humor, and heart of our community.

How will the project serve the Duncanville community and promote public access?

Building on the strong response to Fixin' His Plate, this project is designed to bring residents together for a shared artistic experience that encourages connection, conversation, and community pride through storytelling.

Public access will be promoted by presenting the production within Duncanville at an easily accessible venue and offering affordable ticket pricing to ensure broad participation. The project will prioritize the involvement of local actors, creatives, and production support, further strengthening community investment and showcasing local talent. Outreach efforts will include promotion through community networks, social media, and word-of-mouth engagement, which proved highly effective in reaching audiences for the previous production.

In addition to live performances, the project will create opportunities for post-show discussion and informal audience engagement, fostering dialogue around the play's themes and reinforcing theater as a space for shared reflection. By centering local voices and inviting wide public participation, He That Finds a Wife...FIND ME! will contribute meaningfully to Duncanville's cultural landscape while expanding access to live performance for residents who may not regularly attend the arts.

How will your project promote tourism or economic development within Duncanville?

He That Finds a Wife...FIND ME! will contribute to economic activity within Duncanville by attracting audiences to a local live theater event, encouraging increased foot traffic and spending in the surrounding area. Live performances naturally support nearby restaurants, retail businesses, and service providers as attendees often dine, shop, and gather before and after the show, creating a positive ripple effect within the local economy.

The project will also elevate Duncanville’s visibility as a destination for original, community-driven arts programming. Building on the demonstrated success of Fixin’ His Plate, which drew audiences beyond typical venue capacity through word-of-mouth and regional interest, this production is positioned to attract attendees from neighboring communities, expanding Duncanville’s cultural reach and reinforcing its reputation as a hub for engaging local entertainment.

Additionally, the use of local venues, local artists, and local vendors keeps project spending within the community, directly supporting local talent and businesses. By presenting high-quality, accessible theatrical work rooted in the city, He That Finds a Wife...FIND ME! supports both cultural tourism and sustainable economic development through the arts.

List the individuals and organizations involved in planning or executing the project.

Candice & Cedrick Johnson

Briefly describe your marketing plan.

The marketing plan for He That Finds a Wife...FIND ME! will focus on targeted community outreach and proven grassroots promotion. Primary efforts will include social media marketing across Facebook and Instagram, leveraging existing audience engagement and word-of-mouth momentum established through previous productions. Digital content such as rehearsal photos, short video clips, and cast features will be used to build anticipation and encourage sharing.

Additional outreach will include distribution of digital and printed flyers within Duncanville at community centers, local businesses, and event hubs, as well as direct promotion through community networks and partnerships. This combination of digital visibility and local, on-the-ground engagement reflects the successful strategy used for Fixin’ His Plate and is designed to maximize attendance while remaining cost-effective.

How will you evaluate the success and impact of your project?

The success and impact of He That Finds a Wife...FIND ME! will be evaluated through a combination of attendance data, audience engagement, and community feedback. Quantitative measures will include ticket sales, audience turnout, and repeat attendance, providing clear indicators of public interest and accessibility within the Duncanville community.

Qualitative evaluation will be gathered through informal post-show discussions, audience responses during performances, and direct feedback shared through conversations and social media engagement. These responses offer insight into how effectively the project resonates emotionally and culturally with audiences. Additional indicators of success include participation from local artists and collaborators, as well as the project’s ability to generate continued interest in future programming.

Together, these measures will help assess both the immediate impact of the production and its broader contribution to community connection, cultural engagement, and access to live theater in Duncanville.

Section 6: Budget

Total Project Budget	\$15,000
Amount requested from the Duncanville Arts Commission/City Council	\$10,000
Matching Funds (cash/in-kind)	\$5,000

Please attach a detailed budget

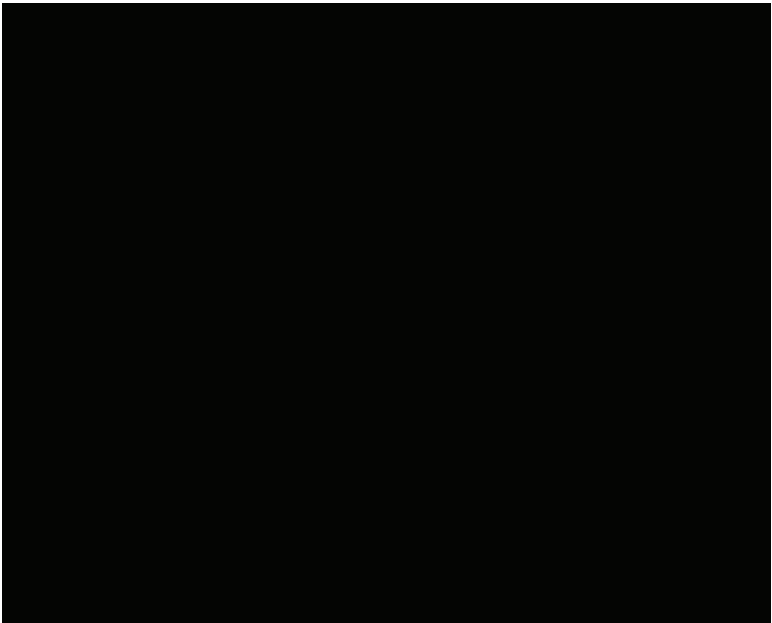


Section 7: Required Documents

Document Checklist

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required

Upload required documents



Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature

Name

Candice Rigdon Johnson

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the

Wednesday, December 31, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Agustin Chavez "Dummyfresh"

Mailing Address 430A E. Wheatland Rd.
Duncanville, Texas, 75137

Phone Number (214) 271-5831

Email dummyfresh@hotmail.com

How do you prefer to be contacted?

Website or Social Media (if applicable)

www.Dummyfresh.com
Instagram.com/dummyfresh
www.Paletero.com

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Lettering Art and Design Workshops

Brief Project Summary (2-3 sentences)

Im a Lettering/Mural Artist. and we host Lettering workshops where we teach the art of lettering. how to start and how to practice. classes include supplies, paper, and instruction by 3 lettering designers. classes usually last 4-5 hours. Workshops include digital lettering/design computer based and or Paper and markers based.

we would like to do 1-2 workshops per month. hosting about 20-25 people inside my new retail store at Wheatland plaza.

Project Start Date Saturday, February 7, 2026

Project End Date Friday, December 4, 2026

Do you have a confirmed location for this event or project? Yes

Location(s)

Dummyfresh Hat Store
430A E. Wheatland Rd.

Is this project open to the public? Yes

Admission Fee (if any) 25

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

The purpose of this project is to establish a recurring lettering workshop series that teaches the fundamentals and creative process of hand-lettering and digital lettering design. This initiative is designed to inspire new artists, strengthen existing skill sets, and build a long-term platform where lettering, design, and community connection can thrive.

How will the project serve the Duncanville community and promote public access?

The retail Space will serve as a Gallery showcasing Local Art for public viewing and as a creative studio.

How will your project promote tourism or economic development within Duncanville?

In Past workshops we promote the workshops to all artists, and designers, we have people drive in from surrounding cities.

List the individuals and organizations involved in planning or executing the project.

Thewritehanded.com is out collective. that hosts the workshops. we also do pop up lettering were we do custom lettering on cards as keepsakes for all kinds of event.

Briefly describe your marketing plan.

The marketing plan will include Facebook ads, Flyers at local Art Supply Stores, to target all levels of art. Posting flyers on all our social media platforms.

How will you evaluate the success and impact of your project?

the success is measured right when they walk in the door. taking our workshop is one step closer to being more creative as a designer, or lettering artist. we offer help even after workshops are over. we want to be mentors for the upcoming generations. when I started lettering. I had to take workshops out of the state.

and they cost over 200\$. having something local would help a lot of DFW and texas artists.

Section 6: Budget

Total Project Budget 25,200

**Amount requested from the
Duncanville Arts Commission/City
Council** 25200

Please attach a detailed budget



Lettering Workshop Budget.pdf

Section 7: Required Documents

Document Checklist

Completed application form. *required

Narrative responses (Section 5) *required

Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation.
*required

City of Duncanville Vendor Packet (below) *required

Portfolio or artistic samples (*required for individual
artists)

Upload required documents



DummyfreshCreative_Portfolio_120623.pdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature

Name

Agustin Chavez

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Tuesday, December 30, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Alexandria Gurley

Mailing Address 1532 Sax Leigh Drive
Dallas, Texas, 75241

Phone Number (469) 245-3896

Email bookalexthagreat@gmail.com

How do you prefer to be contacted?

Website or Social Media (if applicable)

Website: www.alexthagreat.com
Instagram: @followthagreat
Facebook: www.facebook.com/alexthagreatfans

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Maya Angelou Literary Festival

Brief Project Summary (2-3 sentences)

The inaugural Maya Angelou Literary Festival is a celebration of the work and life of one of America’s most prolific orators in the city of Duncanville. This event will consist of a writing workshop, essay contest, dance tribute performance, and end with a poetry slam competition.

Project Start Date Saturday, April 4, 2026

Project End Date Saturday, April 4, 2026

Do you have a confirmed location for this event or project? No (if not, please provide an explanation in the field below)

Is this project open to the public? Yes

Admission Fee (if any) 0

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

This event’s purpose is multilayered: to reinvest in the economic development of the Duncanville community, to encourage and promote the arts in Duncanville, to enhance the literacy capital in the city, and to promote the interdisciplinary art of cultural icon Maya Angelou. This half day event will be interactive, inclusive, and innovative in that it is the first of its kind in the entire state of Texas.

Schedule of Events

- 2:00pm Still I Rise Writing Workshop
- 3:00pm I Know Why the Caged Bird Sings Essay Contest
- 3:30pm Phenomenal Woman Dance Performance
- 4:00pm Maya Angelou Tribute Poetry Slam

*Note on Location: I am working on confirming venue location, however in the meantime I wanted to ensure my application was in before the proper deadline. I have a few venues that I will reach out to so that I am confident I will be able to secure for the event. They are listed here in order of preference, and I will need to confirm availability: Duncanville Public Library, Duncanville Community Theater and the Duncanville Recreation Center.

How will the project serve the Duncanville community and promote public access?

This project will serve the Duncanville community in a number of ways. First, by very nature of it being held in Duncanville, the residents will be able to engage. The essay contest will be open to Duncanville high school students in 9th-12th grades so not only will this be a chance for them to engage on community programming with the arts, but they will have the opportunity to also enhance their writing skills and compete for a cash prize. I will be reaching out to promote this to Duncanville High School, PACE High School, and Village Tech School respectively. The writing workshop and all other events will be free and open to the public to attend. I see a collaboration with the Duncanville Public Library as extension of the Duncanville Writers Group.

How will your project promote tourism or economic development within Duncanville?

This festival will promote tourism due to its attracting talent and people from outside of Duncanville to attend and to participate in the events. People traveling from outside of the DFW area will need a place to stay and will be prompted to stay in Duncanville thereby adding to the economic growth of the city. Additionally, the festival will have local vendors on site as well as buy from local food vendors for the event.

List the individuals and organizations involved in planning or executing the project.

I will be organizing and planning the event and will be hosting the poetry slam as well as facilitating the writing workshop. I have tentative plans for a dancer to perform to the recitation of Maya Angelou's Phenomenal Woman poem. For this I will reach out to a local artist named Myatta Flanagan who is the Executive Director of the Journey Dance Center in Duncanville. There will be 10 poets competing in the poetry slam who will be identified upon a call for entries. There will also be a call for visual art to be put on display as a reflection of Angelou's work entitled "Alone". I will be creating a team of 4-5 volunteers to help execute these events on the day of.

Briefly describe your marketing plan.

Marketing for this event will include several different approaches. I will be creating an Eventbrite page to gather RSVP's and establish communication with emails to registrants. I will be running paid ads on social media through Facebook and Instagram. I will also be using these platforms to make posts about the event from 5 weeks leading up to the day. I am using my personal Facebook as well as my artist page and my Instagram for myself as well. I will be doing canvassing with physical flyers with a street team to local businesses in the surrounding area as well as promoting at the Duncanville Switch Market for Feb and March. I will be sending email blasts to my mailing lists for my brand Right 2 Write Poetry Slam Festival as well as Random Xpressions Open Mic. Lastly, I will be calling on some old-fashioned word of mouth as a technique for promotion. The world gets smaller when you think of the artist world and literary community so having artists themselves be promoters. There is an organization in our neighboring state of Arkansas called the Celebrate Maya Project that I also plan to reach out to and hopefully collaborate with in some way, cross marketing, and invite attendees to join us.

How will you evaluate the success and impact of your project?

The festival's success will be based on attendance and engagement. I have a goal for total attendance of 120 people, and I count success as reaching 70% of that goal. To track tourism to the city, I am aiming for at least 15% of attendance to come from people outside of the Duncanville zip codes (75116, 75137, and 75138). Impact comes from the responses and feedback from attendees on how they enjoyed the event and how they deem it worthy of coming back to Duncanville. And of course, if even just one person learns more of the impact and legacy of Maya Angelou then I count it as a job well done.

Section 6: Budget

Total Project Budget 3500

Amount requested from the Duncanville Arts Commission/City Council 3000

Matching Funds (cash/in-kind) 500

Please attach a detailed budget



Duncanville Project Budget.docx

Section 7: Required Documents

Document Checklist

Completed application form. *required

Narrative responses (Section 5) *required

Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation.

*required

City of Duncanville Vendor Packet (below) *required

Portfolio or artistic samples (*required for individual artists)

Upload required documents

 Completed Duncanvill Vendor Packet.pdf

 City of Desoto Letter of Reference.pdf

 Addendum on Duncanville Residenc... .docx

 City of Duncanville Artist Portfolio.doc

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature



Name

Alexandria Gurley

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Monday, December 22, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Esther Williams

Mailing Address 2005 Bentwood Drive
Glenn Heights, TX, 75154

Phone Number (301) 814-3501

Email Esther2.Williams@gmail.com

How do you prefer to be contacted?

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Pieces of Us: A Duncanville Community Mosaic

Brief Project Summary (2-3 sentences)

Pieces of Us is a community-driven mosaic mural project that invites residents of Duncanville of all ages

to contribute hand-placed mosaic tiles during a series of guided workshops. If awarded, the project will take place during Spring Break in March, providing an accessible and timely opportunity for families, students, and community members to participate.

Participants will create individual mosaic pieces on 4" x 4" canvas panels, each representing a personal expression of Duncanville's shared identity, values, and stories. Approximately 200 individual panels will be assembled into a unified mosaic mural measuring roughly 20–25 square feet. The completed artwork will be permanently installed inside a public building, serving as an inclusive, highly visible, and lasting symbol of community connection, creativity, and civic pride.

Project Start Date Sunday, March 1, 2026

Project End Date Saturday, March 28, 2026

Do you have a confirmed location for this event or project? No (if not, please provide an explanation in the field below)

Is this project open to the public? Yes

Admission Fee (if any) \$0

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

Pieces of Us: A Duncanville Community Mosaic is a participatory public art project designed to bring residents together through creativity, learning, and shared expression. The purpose of the project is to strengthen community connection and civic pride by inviting residents of all ages to contribute to a single, collaborative artwork.

Artistically, the vision centers on harmony and unity. Each participant will create a mosaic tile on a 4" x 4" canvas panel, representing their individual voice, while the final assembled mural will symbolize how many unique pieces come together to form a balanced and cohesive whole. Through color, pattern, and design, the finished work will visually reflect Duncanville's shared values, history, and sense of belonging.

How will the project serve the Duncanville community and promote public access?

This project serves the Duncanville community by offering a free, inclusive, hands-on art experience that is accessible to residents of all ages and skill levels. Community workshops will be held during Spring Break, making participation convenient for families, students, and working residents.

Participants will not only create art but also learn about Duncanville's history, culture, and basic art principles. To promote accessibility, instructional materials will include a QR code linking to a short video that allows participants to complete their tiles at home if needed and return them for installation.

The completed mosaic will be permanently installed inside a public building in Duncanville, ensuring year-round public access and visibility for residents and visitors.

How will your project promote tourism or economic development within Duncanville?

The completed mosaic mural will serve as a permanent public art feature that enhances the visual and cultural appeal of a Duncanville public building. Public art contributes to placemaking by creating welcoming spaces that encourage visitation, community pride, and repeat engagement.

The project's community-driven process and final installation can be highlighted through City communications, social media, and cultural programming, positioning the mural as a point of interest for visitors attending events, programs, or activities in Duncanville. By investing in visible, locally created

public art, the project supports Duncanville’s broader efforts to promote cultural vibrancy, quality of life, and economic vitality.

List the individuals and organizations involved in planning or executing the project.

Project Artist (Applicant) – project design, facilitation, instruction, and installation

Assistant Artist – workshop support and installation assistance, possibly inviting participation from Duncanville ISD Teachers or students

Duncanville Arts Commission – project funding and oversight

City of Duncanville (Public Building Partner) – installation location and coordination

Briefly describe your marketing plan.

Marketing for the project will focus on community awareness, participation, and recognition of City support. Promotion will include digital flyers, social media posts, and website content shared through City and Arts Commission channels. All marketing materials will include required City and/or Commission logos.

During the project, photos and short videos from workshops will be shared to highlight community involvement and progress. Upon completion, the final installation will be promoted as a permanent public art feature, with signage acknowledging funding support. The project may also be featured in City newsletters, press releases, or cultural programming announcements to extend visibility beyond the workshop period.

How will you evaluate the success and impact of your project?

Project success will be evaluated through both participation and outcomes. Key measures will include the number of community members engaged, diversity of participants, completion of mosaic panels, and successful installation of the final artwork.

Qualitative feedback will be gathered through informal participant comments and observations during workshops, including engagement levels and learning outcomes. The lasting impact of the project will be reflected in the permanent public installation, ongoing visibility, and continued community interaction with the artwork. Success will also be measured by the project’s ability to foster connection, pride, and a sense of shared ownership within the Duncanville community.

Section 6: Budget

Total Project Budget 3,000

Amount requested from the Duncanville Arts Commission/City Council 3,000

Matching Funds (cash/in-kind) 1200

Please attach a detailed budget

Pieces of Us - Art Grant Proposal. E... .docx

Section 7: Required Documents

Document Checklist

Completed application form. *required

Narrative responses (Section 5) *required

Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation.
*required

City of Duncanville Vendor Packet (below) *required

Upload required documents



EWilliams Vendor.pdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature



Name

Esther Williams

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Wednesday, December 31, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Jones Inck

Mailing Address 206 N Main St
Duncanville, TX, 75116

Phone Number (972) 209-3021

Email hello@jonesinck.com

How do you prefer to be contacted?

Website or Social Media (if applicable)
Jonesinck.com

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title Spring Main Street Shopping & Music Experience

Brief Project Summary (2-3 sentences)

We would like to create a two day experience where small business shopping meets local live music. A family-friendly atmosphere that invites residents and visitors to explore Main Street.

Project Start Date Friday, May 8, 2026

Project End Date Saturday, May 9, 2026

Do you have a confirmed location for this event or project?

Is this project open to the public?

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

We are proposing a Spring Shopping & Music Experience designed to activate the downtown district, increase foot traffic, and highlight the city's growing creative culture as Spring arrives and people are getting back out as the weather gets nicer and people can walk around, shop and dine.

How will the project serve the Duncanville community and promote public access?

This project will connect the residents and visitors to small businesses creating an inviting family-friendly atmosphere that encourages residents and visitors to explore Main Street in Duncanville.

How will your project promote tourism or economic development within Duncanville?

This project will centralize the participating small businesses therefore creating an easy access for residents and visitors to explore Main Street shopping and entertainment experience.

List the individuals and organizations involved in planning or executing the project.

Jones Inck and Corbett Mitchell Media & Consulting.

Briefly describe your marketing plan.

We will create printed and digital marketing materials to distribute within the Best Southwest along with social media platforms. We will also market through our local and neighboring chambers of commerce.

How will you evaluate the success and impact of your project?

We will create an event on Facebook and Eventbrite to monitor the success and impact of this project.

Section 6: Budget

Total Project Budget \$9,335

Amount requested from the Duncanville Arts Commission/City Council \$3500

Please attach a detailed budget



Jones Inck – Spring Main Street Shopping & Music Experience

We are Jones Inck, a locally owned small business located on Main Street in Duncanville, we are proposing a Spring Shopping & Music Experience designed to activate the downtown district, increase foot traffic, and highlight the city's growing creative culture as spring arrives and people are getting back out as the weather gets nicer and people can walk around, shop and dine. We want to connect with other businesses and will combine small business shopping with live performances from local DFW musical artists, creating an inviting, family friendly atmosphere that encourages residents and visitors to explore Main Street in May.

Funding from the Duncanville Arts Commission will directly support the performing artist portion of the event. By investing in live music, the Commission helps elevate the overall experience, drawing in new audiences who may not otherwise visit the area.

Musical performances serve as a natural anchor, attracting walk-in traffic, encouraging longer stays, and creating a vibrant environment that benefits surrounding businesses. This event aligns with the Commission's mission to promote arts engagement, support local talent, and strengthen Duncanville's cultural identity. Additionally, it contributes to economic vitality by encouraging tourism, increasing visibility for Main Street businesses, and showcasing Duncanville as a destination for arts-centered community experiences. With the Commission's support, Jones Inck aims to create a signature spring event that celebrates creativity, commerce, and community pride.

Michaela Jones, Owner
 Jones Inck
<https://www.jonesinck.com/>

Budget

Entire Event Estimated Costs \$9335

Refreshments for 2 days: \$900

Signage: \$1255

Advertising: \$1500

Misc Fees and Costs (decorations, set up, etc): \$1200

Arts Commission would help in supporting the following:

Artist Performance Fees

Estimated Cost: \$2,500-\$3,500

Justification:

- Compensation for 3 to 5 local musical artists or small ensembles for 2 days
- Includes performance time, rehearsal preparation, and equipment needs
- Supports local creatives and aligns with the Commission's mission to uplift the arts community

2. Sound & Technical Support

Estimated Cost: \$300-\$600

Justification:

- Covers sound equipment rental (speakers, microphones, mixers)
- Ensures performances are professional, audible, and engaging for attendees
- May include a sound technician to manage setup and live mixing

3. Stage or Performance Area Setup

Estimated Cost: \$150-\$300



Spring is a great time to get everyone out on Main Street as the city becomes vibrant again after the cold months. We have so many great shops on Main Street. We want to try to do something at least 2 times a year that highlights our businesses and our artists in the Southwest Dallas area.



6

Section 7: Required Documents

Document Checklist

Completed application form. *required

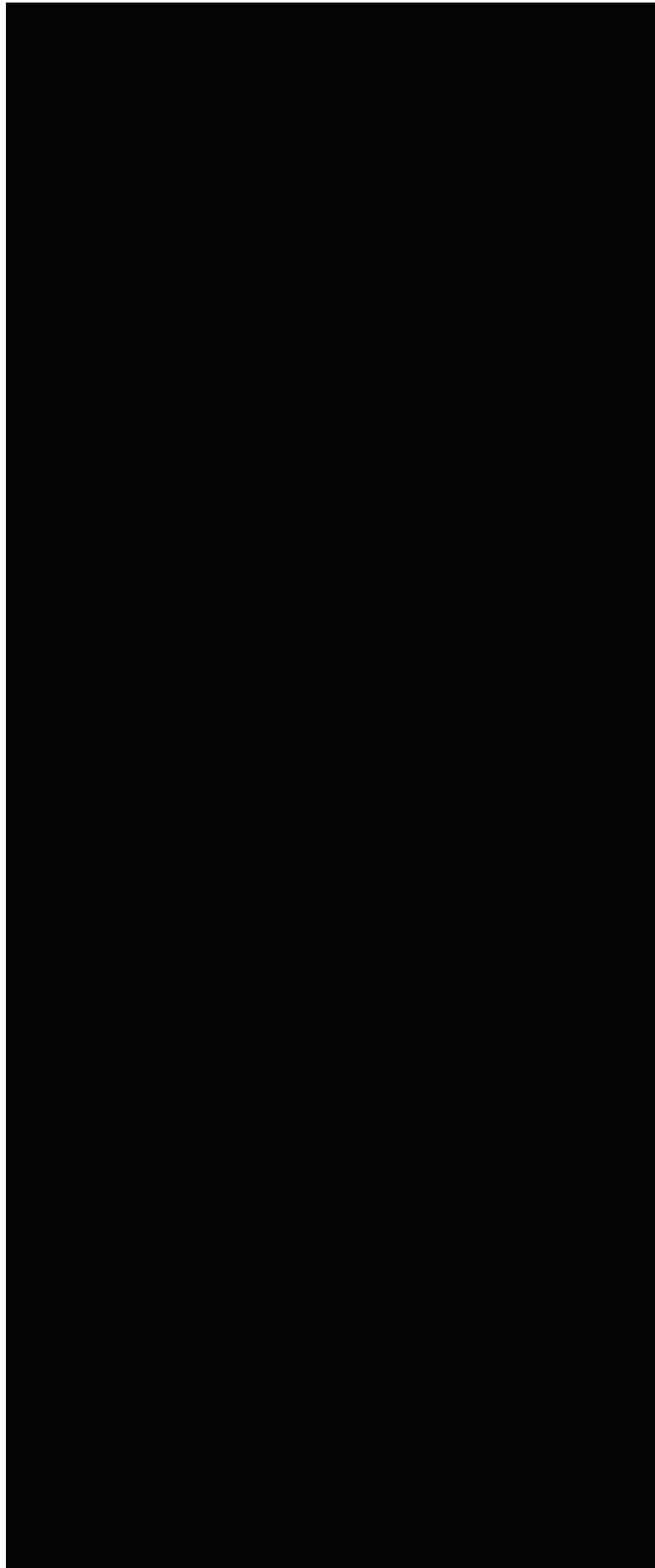
Narrative responses (Section 5) *required

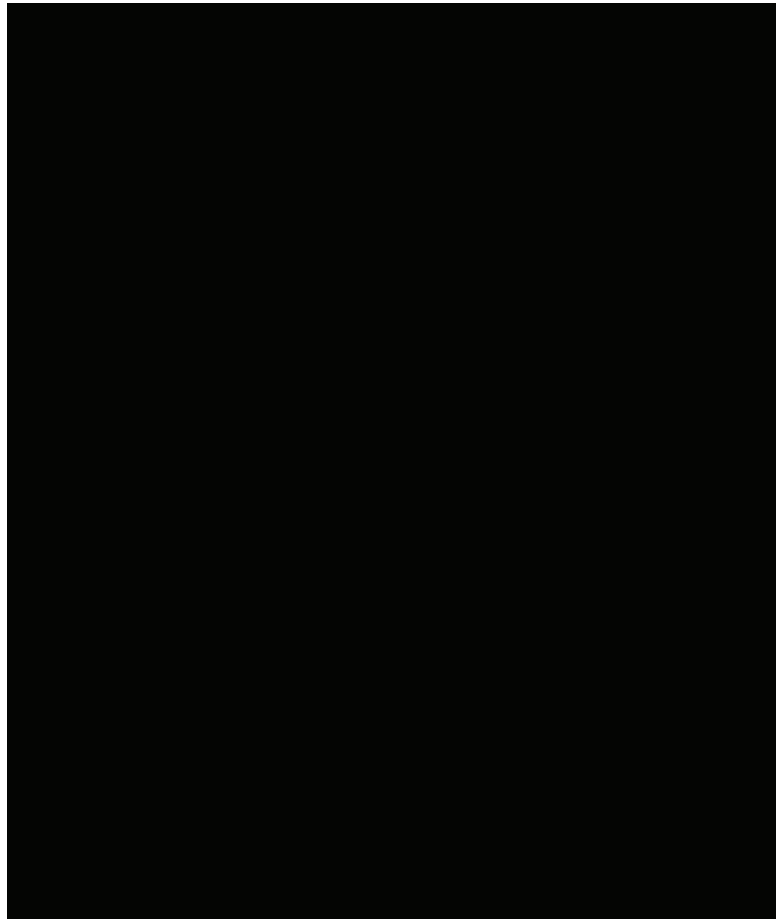
Detailed project budget (Section 6) *required

Proof of Duncanville residency or business operation. *required

City of Duncanville Vendor Packet (below) *required

Upload required documents



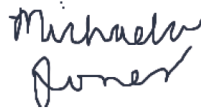


JonesInckLLC Tax permit.pdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature



Name

Michaela Jones

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Tuesday, December 16, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) Bria Maiden

Mailing Address 1519 S. Greenstone Lane
Duncanville, TX, 75137

Phone Number (214) 263-0522

Email briamadeit@gmail.com

How do you prefer to be contacted?

Website or Social Media (if applicable)

www.supaflystudio.com
Instagram = @supafly.studio

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title SUPAFly

Brief Project Summary (2-3 sentences)

SupaFly will offer free community dance classes from February–April 2026, providing youth with accessible hip hop instruction in a supportive and creative environment. The program focuses on confidence, self-expression, and community connection while giving students a positive space to grow through movement.

Project Start Date Monday, February 2, 2026

Project End Date Saturday, April 25, 2026

Do you have a confirmed location for this event or project? Yes

Location(s)

202 W. Center St. Duncanville, TX (Old Rail Station)

Is this project open to the public? Yes

Admission Fee (if any) 0

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

The purpose of the proposed SupaFly project is to provide free, high-quality hip hop dance classes that remove financial barriers and expand access to the arts for youth during Spring 2026 (February–April). Rooted in community care and cultural expression, the project creates a consistent and welcoming space where young people can build confidence, discipline, and a sense of belonging through movement. By offering these classes at no cost, SupaFly aims to reach students who may not otherwise have access to formal dance training or creative outlets.

How will the project serve the Duncanville community and promote public access?

Building on the success of the Fall 2025 season, SupaFly saw strong student participation and a well-attended end-of-season showcase that drew families from across the DFW area, demonstrating clear community interest and support for the program.

The Spring 2026 program will promote public access by keeping classes free, welcoming new and returning students, and offering a public showcase that allows the broader Duncanville community to experience and celebrate youth creativity. By expanding visibility and maintaining open access, SupaFly strengthens community connection and ensures the arts remain inclusive and available to all.

How will your project promote tourism or economic development within Duncanville?

The SupaFly project will promote tourism and economic development in Duncanville by hosting public classes and end-of-season showcases that attract families and visitors from surrounding cities within the DFW area. These events encourage attendees to spend time in Duncanville before and after classes and performances, supporting local restaurants, shops, and small businesses.

Additionally, the program elevates Duncanville's reputation as a city that invests in youth, arts, and culture. By consistently offering visible, high-quality community arts programming, SupaFly helps position Duncanville as a creative destination, increasing foot traffic, community pride, and long-term interest in local cultural events.

List the individuals and organizations involved in planning or executing the project.

Bria Maiden

Briefly describe your marketing plan.

Our marketing plan will use a combination of social media, flyers, word of mouth, and in-person outreach to reach the Duncanville community. We will promote the program through Instagram, Facebook, and TikTok by sharing class highlights and event information, while distributing flyers at local schools, community centers, and businesses. Word of mouth will be encouraged through current students and families, and we will also visit local schools to request teaching trial classes during free periods to build interest and introduce students directly to the SupaFly program.

How will you evaluate the success and impact of your project?

We will evaluate the success and impact of the project through a combination of attendance tracking, sign-ins and sign-ups, participant surveys, and community engagement. Surveys collected from students and parents will help measure satisfaction, growth, and overall experience, while class attendance and registration numbers will show participation levels. Additionally, turnout at the end-of-season showcase will be used to assess community interest, public engagement, and the overall reach of the program.

Section 6: Budget

Total Project Budget \$12,000

Amount requested from the Duncanville Arts Commission/City Council \$10,000

Matching Funds (cash/in-kind) 0

Please attach a detailed budget

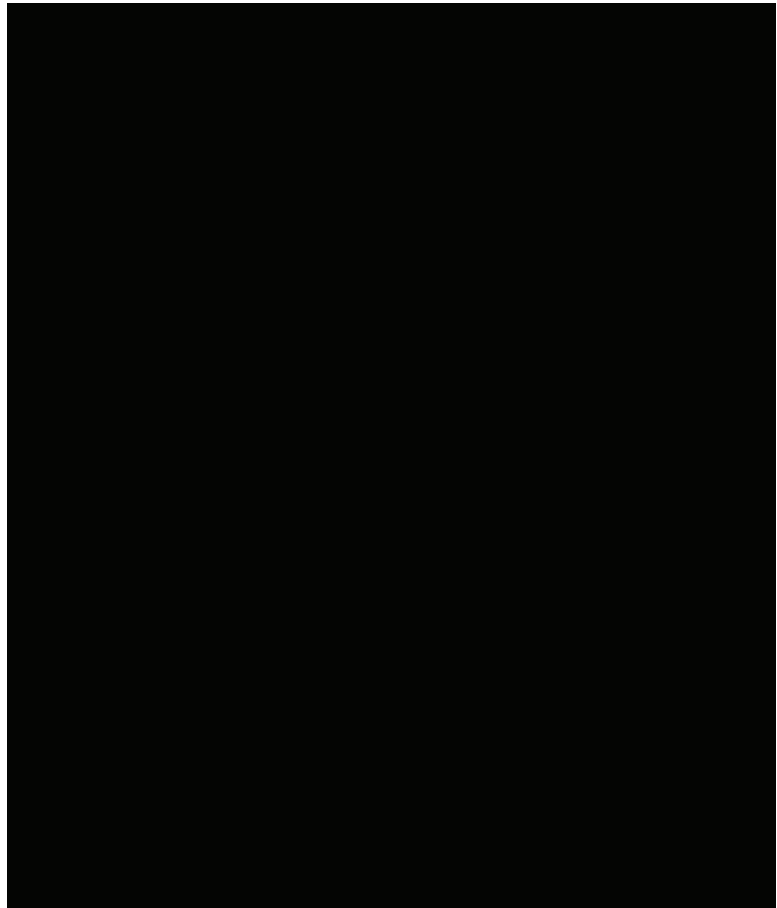

Budget Spring 2026.docx

Section 7: Required Documents

Document Checklist

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required
- Portfolio or artistic samples (*required for individual artists)

Upload required documents



Fall 2025 Recap of Program_6900.docx

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.

Signature

Name

Bria Maiden

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.

Saturday, December 27, 2025



Arts Grant Application

Have you read and understood the Arts Funding Policy and Grant Guidelines?

By checking "Yes," you confirm that you have reviewed the current Arts Funding Policy and Grant Guidelines in full and understand the eligibility criteria, reporting requirements, and obligations associated with this grant application.

Section 1: General Information

Applicant Name (Individual or Organization) The Journey Dance Center

Project Lead (if different) Myatta Metzger-Flanagan

Mailing Address 219 Cedar Ridge Dr
Duncanville, TX, 75116

Phone Number (214) 870-0211

Email journeydancecenter@gmail.com

How do you prefer to be contacted?

Website or Social Media (if applicable)
www.thejourneydancecenter.com www.facebook.com/JDCDallas @JDCDallas

Are you a first-time applicant?

Section 2: Eligibility

Check all that apply:

Do you live or operate a business/studio within Duncanville, TX city limits?

Section 3: Grant Type

Select the grant category for which you are applying (select one):

Section 4: Project Information

Project/Event Title The City in Motion

Brief Project Summary (2-3 sentences)

"The City in Motion"—a multi-week community outreach program designed to eliminate barriers to entry for dance. This project will provide free workshops in public Duncanville spaces, culminating in a collaborative community performance. Our goal is to reach children who have never had the opportunity to step into a formal studio and invite them into the Journey family.

Project Start Date Monday, April 27, 2026

Project End Date Monday, July 27, 2026

Do you have a confirmed location for this event or project? No (if not, please provide an explanation in the field below)

Is this project open to the public? Yes

Section 5: Narrative

Please answer the following questions in no more than 250 words each.

Describe the purpose and artistic vision of the proposed project.

- "Dance in the Parks" Series: Four Saturdays of free, open-air dance workshops held at Armstrong Park. These workshops cover various styles (Hip-Hop, Ballet, and Jazz) and are open to all Duncanville residents ages 4–18.
- * The "Journey" Scholarship Fund: A core component of this grant is providing "Starter Kits" and tuition assistance for 15 under-resourced Duncanville students to begin full-time training at The Journey Dance Center.
- Public Art Collaboration: We will partner with a local Duncanville visual artist or photographer to create a "Dance Wall" (a temporary photo installation or mural) possible at the Recreation Center, showcasing Duncanville youth in motion.

How will the project serve the Duncanville community and promote public access?

Our goal is to engage at least 100-200 unique Duncanville youth through our "Dance in the Parks" workshop series. We will implement a digital and physical "Check-In" station at every park event to collect zip code data and participant ages. This ensures we are specifically reaching Duncanville residents and measuring the geographical spread of our impact.

How will your project promote tourism or economic development within Duncanville?

By strategic advertising, via social media, flyers and website promotions a portion of the project includes marketing Duncanville as a destination for the arts and sports specifically targeting potential visitors within the DFW Metroplex. With this event we aim to market heavily in Duncanville along with neighboring cities.

List the individuals and organizations involved in planning or executing the project.

The Journey Dance Center Staff

Briefly describe your marketing plan.

Regional Digital Advertising: Targeted social media campaigns (Instagram/Facebook) and Google Search ads aimed at the DFW Metroplex and neighboring North Texas counties.

Tourism Partnerships: Collaborating with the Duncanville Chamber of Commerce and local hotel partners to place digital and physical collateral (brochures/QR codes) in lobbies and visitor centers.

Public Relations: Distributing press releases to regional news outlets and local travel influencers to

highlight the project as a "destination event."

How will you evaluate the success and impact of your project?

We will implement a digital and physical "Check-In" station at every park event to collect zip code data and participant ages. This ensures we are specifically reaching Duncanville residents and measuring the geographical spread of our impact.

We will also measure engagement via a dedicated QR code on the installation that leads to a "Community Feedback" landing page. Success will be measured by the number of scans and the sentiment of the feedback received from the public from the Dance Wall installation.

For the Journey Scholarship, By utilizing a unique "Grant Participant" registration code for our studio, we can track how many families from the free park series transition into regular tuition-paying members, ensuring the arts continue to thrive in Duncanville long after the grant period ends.

Section 6: Budget

Total Project Budget 15000

Amount requested from the Duncanville Arts Commission/City Council 10000

Matching Funds (cash/in-kind) 3000

Please attach a detailed budget


The City In Motion Grant Budget Outline.pdf


Section 7: Required Documents

Document Checklist

- Completed application form. *required
- Narrative responses (Section 5) *required
- Detailed project budget (Section 6) *required
- Proof of Duncanville residency or business operation. *required
- City of Duncanville Vendor Packet (below) *required

Upload required documents


Vendor Packet JDC.pdf


Lease v.5 - The Journey Dance Centerpdf

Section 8: Acknowledgements

By signing below, I affirm that all information provided is accurate and complete.


Signature**Name**


Myatta Metzger

Property Owner Authorization (Required for Public Art Installations on Private Property)

I, the undersigned property owner or authorized representative, grant permission for the proposed public art installation to be placed at the property listed below. I understand that this project is part of the Duncanville Arts Commission grant program and agree to allow public access for viewing and participation as described in the applicant's proposal.



 (214) 333-2900

 nvdallas.com



Project Title:
“VIDA IMPACT LAB”

Project Location

NV Multimedia Center

610 N. Cedar Ridge Dr. Duncanville, TX 75116 (Building 2)

CONTENT INCLUDED:

- Program Overview
- Civic, Economic, and Public Impact
 - Budget Proposal Overview
-

Prepared by:

Vicente Delgado Jr.

vjdelgado@nvdallas.com

(214) 533-5924 – Mobile

611 Winston Dr. DeSoto, TX 75115

**Legal representative of Nueva Vida/New Life Assembly, Inc.
a 501(C)(3) Domestic Nonprofit organization (Applicant)*

Presented to:

City of Duncanville, Texas

City Mayor and/or Council

Arts Commission

Presentation Purpose:

ARTS Program Grant Application

Total Pages:

7 (including cover)

PROJECT NARRATIVE



I. PROJECT DESCRIPTION

VIDA Impact Lab is a community-centered arts initiative housed at the NV Multimedia Center in Duncanville, Texas. The project is designed to expand equitable access to artistic experiences while supporting local artists, fostering cultural expression, and strengthening community connection.

Through a curated series of interactive workshops and participatory arts activities, VIDA Impact Lab will engage residents of all ages—including youth, families, and seniors—in meaningful, hands-on creative experiences. Programming will be culturally responsive and accessible, with an emphasis on participation rather than passive observation.

The NV Multimedia Center provides an established, accessible community setting that supports creative collaboration, learning, and public engagement. VIDA Impact Lab leverages this space to serve as a hub where artists and community members connect, create, and contribute to Duncanville’s cultural vitality.

II. PROJECT GOALS

Goal 1: Expand Access to the Arts

Provide quality arts programming that is accessible and welcoming to Duncanville residents, reducing financial and social barriers to participation.

Goal 2: Support Local Artists and Creatives

Engage and fairly compensate/incentivize local and regional artists to lead workshops, performances, and collaborative arts experiences.

Goal 3: Strengthen Community Connection

Use the arts as a tool to foster social connection, cultural appreciation, and shared community experiences.

Goal 4: Build Sustainable Community Partnerships

Collaborate with our city, local organizations, artists, and volunteers to expand program reach and long-term impact.

III. MEASURABLE OUTCOMES

VIDA Impact Lab will achieve the following outcomes during the grant period:

1. Community Participation

- Serve 250–400 Duncanville residents through arts programming hosted at the NV Multimedia Center.
- Engage participants across multiple age groups, including youth, families, and seniors.

2. Artist Engagement

- Contract and compensate/incentivize 6–10 local or regional artists.
- Consider providing paid opportunities for performers, teaching artists, and facilitators.

3. Program Delivery

- Deliver 6-8 arts-based events or workshops, including but not limited to: performances, hands-on workshops, and collaborative arts sessions.
- Ensure programming emphasizes participatory and educational engagement.

4. Community Awareness

- Increase awareness of arts opportunities through targeted marketing and outreach efforts, resulting in consistent attendance and repeat participation.

IV. EVALUATION METRICS & METHODS

Program success will be measured using a combination of quantitative and qualitative evaluation tools:

1. Attendance Tracking

- Sign-in sheets or digital attendance logs at each event

2. Participant Feedback

- Brief post-event surveys measuring:
 - Satisfaction with programming
 - Accessibility and inclusiveness
 - Perceived community value
 - Interest in future participation

3. Artist & Partner Feedback

- Short evaluations completed by participating artists and partners assessing:
 - Program coordination
 - Audience engagement
 - Collaborative effectiveness

4. Program Documentation

- Photography and/or videography documenting activities
- Marketing and outreach engagement metrics (digital reach, attendance trends)

5. Final Program Report

A final report will be submitted to the City of Duncanville detailing:

- Total participants served
- Number of artists engaged
- Program activities delivered
- Community impact highlights
- Lessons learned and future recommendations

V. COMMUNITY IMPACT STATEMENT

VIDA Impact Lab at the NV Multimedia Center will enhance Duncanville’s cultural landscape by increasing access to the arts, supporting local creatives, and fostering meaningful community engagement. By emphasizing participation, inclusion, and collaboration, the project will contribute to a stronger, more connected, and culturally vibrant community.

VI. PROJECT OVERSIGHT/TEAM MEMBERS

INDIVIDUAL	AREA
Vicente Delgado Jr.	Administration & Partnerships
Brenda Delgado	Finance & Facility
Nelson Altamirano	Studio (Photography, Video, Production)
Angelica Romero	Talent Acquisition, Marketing & Community Engagement
Victor Hernandez	IT & Local FM LP-Radio



CIVIC, ECONOMIC, AND PUBLIC IMPACT

Civic & Community Engagement Contribution

VIDA Impact Lab contributes to the City of Duncanville's civic engagement goals by creating accessible arts programming that brings residents together in shared public experiences. By hosting arts activities at the NV Multimedia Center, the project provides a consistent, welcoming space where residents can gather, interact, and participate in cultural life.

The program encourages civic pride, community ownership, and neighborhood connection by engaging residents not only as audience members, but as active participants in creative expression. Volunteer involvement, local partnerships, and artist collaboration further reinforce civic participation and community stewardship.

Economic Impact & Creative Economy Support

VIDA Impact Lab supports Duncanville's local economy by investing directly in the creative sector. Grant funds will be used to fairly compensate local and regional artists, facilitators, designers, and service providers, generating earned income and professional opportunities within the creative economy.

Additionally, program activities are expected to stimulate ancillary economic activity as attendees frequent nearby restaurants, small businesses, and service providers before or after events. By positioning the NV Multimedia Center as a hub for arts and culture, VIDA Impact Lab contributes to the vibrancy and economic vitality of the surrounding area.

Tourism & Destination Development

VIDA Impact Lab enhances Duncanville's tourism approach by offering arts and cultural programming that attracts visitors beyond immediate neighborhoods. Curated events, workshops, and performances create destination-based experiences that can draw regional audiences, artists, and collaborators to the city.

Through consistent programming and targeted marketing, VIDA Impact Lab positions the NV Multimedia Center as a recognizable cultural destination, contributing to Duncanville's identity as a city that values creativity, cultural engagement, and community-centered experiences.

Public Accessibility & Inclusion

VIDA Impact Lab is designed to be accessible to the public while maintaining responsible facility management. Programming will be open to community members with clear communication regarding event schedules, participation guidelines, and capacity limits.

Efforts will be made to ensure:

- Affordable or no-cost access when possible
- Clear signage and communication
- Inclusive programming for multiple age groups and backgrounds

The NV Multimedia Center's layout allows for controlled access to program areas while maintaining accessibility for participants.



Safety & Security Considerations

Public access to VIDA Impact Lab programming will be balanced with appropriate safety and security measures. Events will be structured to ensure a safe, welcoming environment for participants, artists, volunteers, and staff.

Safety measures include:

- Designated event areas within the facility
- Project Team member(s) & Volunteer presence during all public activities
- Clear entry and exit procedures

These measures allow the NV Multimedia Center to remain secure while serving as a public-facing arts and community engagement space.

Strengthened Community Impact Statement

VIDA Impact Lab at the NV Multimedia Center advances Duncanville's civic, economic, and cultural goals by activating a community space that supports the arts, engages residents, stimulates local economic activity, and contributes to the city's cultural tourism landscape. By balancing public accessibility with responsible facility management, the project provides a safe, inclusive, and vibrant environment that enhances quality of life and community pride.



BUDGET PROPOSAL OVERVIEW

Proposed Program Budget & Justification: \$20,000

Grant funds will be used exclusively to support a community-focused arts program that expands access to artistic experiences for Duncanville residents. All requested expenses are directly tied to program delivery, artist engagement, community participation, and evaluation. No funds will be allocated toward capital improvements, religious activities, political advocacy, legal services, or banquet-style events.

I. Budget Categories & Justifications

1. Talent Acquisition – \$7,000

Funds will support the engagement of local and regional artists who will lead performances, workshops, and participatory arts activities.

Allowable Uses may Include:

- Artist honorariums and stipends
- Teaching artist and workshop facilitator fees

Justification:

Compensating/incentivizing artists at fair and competitive rates ensures high-quality programming, supports the local creative economy, and promotes professional artistic standards within the Duncanville community.

2. Community Engagement & Program Materials – \$4,500

Funds will be used to provide hands-on, participatory experiences for residents of all ages.

Allowable Uses may Include:

- Consumable art supplies and materials
- Workshop materials for community participants
- Interactive program resources for youth, families, and seniors

Justification:

These expenses directly support community participation and ensure that programming is accessible, inclusive, and engaging for a diverse audience.

3. Marketing & Outreach – \$3,000

Funds will support outreach efforts to ensure broad community awareness and participation.

Allowable Uses may Include:

- Graphic design services for promotional materials
- Printing of flyers, posters, and signage
- Digital marketing and social media promotion
- Photography and videography for program documentation and reporting

Justification:

Strategic marketing is essential to reaching a wide audience, increasing attendance, and documenting program impact for public accountability.

4. Community Partnerships & Collaborations – \$2,000

Funds will support collaborative efforts with local arts organizations, creatives, and community partners.

Allowable Uses may Include:

- Partnership coordination and planning costs
- Shared program expenses with collaborating organizations
- Artist or partner planning sessions

Justification:

Collaborations strengthen the local arts ecosystem, leverage shared resources, and increase the program's reach and sustainability.

5. Volunteer Coordination & Incentives – \$1,500

Funds will support the recruitment, training, and appreciation of program volunteers.

Allowable Uses may Include:

- Volunteer appreciation items (e.g., shirts, badges, small thank-you items)
- Meals or light refreshments for volunteers during program hours (non-banquet)
- Training and orientation materials

Justification:

Volunteers play a critical role in program delivery. Providing modest incentives and support promotes engagement, accountability, and positive volunteer experiences.

6. Program Administration & Evaluation – \$2,000

Funds will support essential program coordination and evaluation activities.

Allowable Uses may Include:

- Program scheduling and logistics coordination
- Artist and partner coordination
- Attendance tracking, surveys, and outcome reporting
- Grant compliance and final reporting preparation

Justification:

Administrative support ensures effective program implementation, fiscal responsibility, and accurate measurement of community impact.

Budget Category:	Amount Allocated:
Talent Acquisition	\$7,000.00
Community Engagement & Materials	\$4,500.00
Marketing & Outreach	\$3,000.00
Partnerships & Collaborations	\$2,000.00
Volunteer Coordination & Incentives	\$1,500.00
Program Administration & Evaluation	\$2,000.00
Total Requested:	\$20,000.00

Compliance & Eligibility Statement

All requested funds will be used solely for eligible arts programming expenses and comply fully with City of Duncanville Arts Grant Program guidelines. No funds will be used for capital improvements, religious instruction or worship, political activity, legal services, or banquet-style events.

**Duncanville City Council Meeting Minutes
Tuesday, January 13, 2026**

CALL TO ORDER

A special meeting of the Duncanville City Council was called to order on Tuesday, January 13, 2026, 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 Karen Cherry-Brown
Councilmember Kyle Pennebaker

Council Arriving At: Councilmember Jeremy Koontz arrived at 5:03 PM
Council Absent:

1. CITIZENS' INPUT

No public comments.

2. EXECUTIVE SESSION

No executive session was held.

- 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 within the jurisdictional boundaries within the City of Duncanville for city facilities, and to seek legal advice from City Attorney regarding such real property.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

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

No executive session was held.

- B. Receive a briefing and hold a discussion on the Police and Courts Spatial Needs Assessment.

Project Manager Angel Deal and Police Chief Matt Stogner introduced the team from Kimley-Horn ADG, who attended virtually. Annie Briscoe, Larry Williams, Peter Stricker, and Rodney McManus, with Kimley Horn ADG, presented the options and findings for a new Police and Courts Building. Councilmember Koontz asked for an option that included a small portion of Armstrong Park.

ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

APPROVED:

CITY SECRETARY

DRAFT

**Duncanville City Council Meeting Minutes
Tuesday, January 20, 2026**

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, January 20, 2026, 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 Karen Cherry-Brown
Councilmember Kyle Pennebaker

Council Arriving At:
Council Absent:

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

A. January and February Calendar

City Secretary Chiquita Taylor reviewed the council calendars.

3. BRIEFINGS / PRESENTATIONS

Items B and C were moved to Staff Reports.

The briefing session was closed at 7:51 PM.

A. Briefing on Economic Development Advisory Services

Presented by Assistant City Manager-Community Mark Rauscher and Assistant Director of Economic Development Marlon Goff. A representative from Catalyst was available to answer questions.

- B. Briefing on a proposed Purchase and Sale Agreement with Nationwide Services in the amount of \$15,000 for a vacant surplus land parcel owned by the City of Duncanville and located at 110 W Magnolia Ln.

Presented by Marlon Goff. Mayor Contreras asked if the purchaser would be willing to pave the parcel in order to move vehicles off Main Street. Councilmember Pennebaker agreed with the need to pave the parcel to alleviate the excess parking. Mayor Pro Tem Gooden asked that Code Enforcement enforce parking on unimproved surfaces. Councilmember Koontz would like conditions on the use of the property to control the number of cars on the property.

- C. Briefing on the potential creation of a Charles F. Ladd Nature Preserve Advisory Committee.

Presented by Director of Parks and Recreation Bart Stevenson. Councilmember Koontz and Councilmember Pennebaker recommended creating a stand-alone committee and adding someone with Planning and Zoning experience. Mayor Contreras asked about the charge of the committee. Mr. Stevenson responded that the charge is the redevelopment of the Blackland Prairie and to receive requests from groups who want to see improvements, as well as the creation of a Land Management Plan.

- D. Briefing on proposed Advanced Metering Infrastructure plans and funding, discuss the information, and provide direction if necessary.

Presented by Public Works Director Matt Bryant and Managing Director of Fiscal Service/CFO Richard Jackson.

- E. Kimley Horn-ADG Police and Courts Needs Assessment

Presented by Project Manager Angel Deal, with Rodney McManus and Annie Briscoe, with KimleyHorn ADG. They presented a new option that includes a small portion of Armstrong Park as requested at the January 13th special meeting. Attorney Robert Hager said the council would need to have an election to take a portion of the park. This could be done at the same time as the bond election.

EXECUTIVE SESSION

In the interest of time, Mayor Contreras moved the Executive Session to after the Regular Session.

The executive session was called into session at 9:21 PM, and Mayor Contreras read the item into the record.

The Council closed the Executive Session at 9:31 PM.

Item A was not discussed.

- 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 Main Street, north of US 67, 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 executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

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

CALL TO ORDER

The City Council convened into Regular Session in the Council Chambers at 7:59 p.m. with Mayor Contreras presiding.

Father Uche Aladi with Holy Spirit Catholic Church delivered the Invocation.

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

4. REPORTS

- A. Mayor's Report** - Mayor Contreras reported on the State of the City event on Friday, January 16th.
- B. Councilmember Reports** - Mayor Pro Tem Gooden recognized Communications/Marketing Specialist Francisco Ramos and Special Events Planner Devon Handley for their excellent work in the city.
- C. City Manager's Report** - Mr. Abernethy announced that the city received an award from the Water Development Board for lead line replacement. He also reported that Republic is continuing its Saturday pickup to clear leaves and informed the public of impending inclement weather this coming weekend.

5. PROCLAMATIONS AND PRESENTATIONS

No proclamations or presentations.

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.

Barry Gordon 1751 Crescent Lane
Police station

Jim Jones 1627 Nob Hill Circle
Proposed Bond

Emily Bridges 418 Oleander
Ladd Advisory Committee

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 January 6, 2026, regular City Council Meeting.
- B. Consider a resolution approving the Special Events Sponsorship Packet

RES 2026-589

- C. Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Prime Controls, L.P., for on-demand Supervisory Control and Data Acquisition software programming support and telemetry instrumentation repairs at water storage facilities through City of Grand Prairie Contract 58721 for a one-year term with a renewal option for three additional one-year terms, in an estimated contract amount not to exceed \$135,000.00, subject to City Council appropriation.

RES 2026-590

- D. Consider a proposed economic development incentive related to the redevelopment of the Railroad Flats Property, owned by the Duncanville Community and Economic Development Corporation (DCEDC), for the construction of a townhome development.

Mr. Abernethy advised the council that staff would like to table this item.

Councilmember Don McBurnett made a motion to table the item until Feb 17th, Councilmember Joe Veracruz seconded the motion. The vote was cast 6 for, 1 against (Mayor Pro Tem DeMonica Gooden).

TABLED

Councilmember Don McBurnett made a motion to approve the consent agenda items A-C, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 7 for, 0 against.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

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

No action taken.

- B. Nominees for Arts and Cultural District Steering Committee Chairperson

Presented by Angel Deal. Requested nominations for the Arts and Cultural District Steering Committee. MPT Gooden nominated Ron Thompson, Angela Thorpe-Harriss, and Angel Deal. Councilmember Koontz asked if the resolution was for the committee to choose the chair after the committee had been formed. Mayor Pro Tem Gooden confirmed the resolution was for the council to appoint the chairperson for the Arts and Cultural District. Councilmember Koontz requested to table the item to accept nominations for the committee and to amend the resolution to allow the committee to appoint a chair after the committee is formed, and to include the number of seven appointees.

Councilmember Karen Cherry-Brown made a motion to Table until Feb 3rd to accept nominations for the committee, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against.

9. STAFF AND BOARD REPORTS

- A. Holiday Lights Post Event

Presented by Devon Handley.

Mayor Contreras recessed the Regular Session at 9:16 PM to convene the Executive Session.

Mayor Contreras reconvened the Regular Session at 9:35 PM.

ADJOURNMENT

The meeting was adjourned at 9:35 PM.

APPROVED:

CITY SECRETARY

DRAFT



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Consider a Resolution ordering the May 2, 2026 General Election

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Emphasize: Government Accountability, Customer Service, Efficiency and Process

STAFF RESPONSIBLE:

Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:

The City Council will at its February 3, 2026, City Council Meeting, call for an Election of Officers to be held on Saturday, May 2, 2026, for the following City Council Places; Mayor, Councilmember District 2, and Councilmember District 4. The Resolution orders the Election and provides for all statutory and Home Rule Charter requirements for the conduct of a General Election of Officers to be held jointly through a contract with Dallas County Elections.

The contract with Dallas County Elections will be considered at the next regularly scheduled City Council Meeting.

Election Day will be Saturday, May 2, 2026.

POLICY EXPLANATION:

The Resolutions in English, Spanish, and Vietnamese will authorize the ordering of the election on May 2, 2026, to elect three City Councilmembers; Mayor, Councilmember District 2, and Councilmember District 4 in keeping with the City of Duncanville City Charter and in accordance with the Texas Election Code.

FUNDING SOURCE:

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

ENGLISH Resolution - Ordering Election (May 2, 2026), SPANISH Resolution - Ordering Election (May 2, 2026), VIETNAMESE-Resolution- Ordering Election-[May 2. 2026]

A RESOLUTION OF THE CITY OF DUNCANVILLE, TEXAS

RESOLUTION NO. 2026-

ELECTION OF MUNICIPAL OFFICERS

Duncanville, Texas

May 2, 2026

ELECTION ORDER FOR JOINT ELECTION

BE IT REMEMBERED THAT on this 3rd day of February 2026, at a meeting of the City Council of the City of Duncanville, Texas, a quorum being present, the meeting was called to order and the Council issued the following order:

WHEREAS, the City has or will enter into an agreement with Dallas County and other political subdivisions to hold the election as a Joint Election;

NOW, THEREFORE, IT IS ORDERED that an election be held in the City of Duncanville, Texas on the 2nd day of May 2026, the same being the first Saturday of said month, for the following purpose:

To elect the Mayor for a two (2) year term, one Councilmember from District 2 for a two (2) year term, and one Councilmember from District 4 for a two (2) year term.

The candidate for each such office receiving a majority of all votes cast for all candidates for such office shall be elected to serve such term or until his or her successor is duly elected and qualified.

In the event any candidate for any one of said offices fails to receive a majority of all votes cast for all the candidates for such office, a run-off election shall be called as provided for by the Charter of the City and the State Election Code; and, will be held on June 13, 2026. The Dallas County Elections Administrator will conduct the run-off

election.

The local polling places/voting centers for said election shall be established by Joint Election Agreement and notice as required by law of said election shall provide the said location of all lawful polling place/voting centers, persons may vote anywhere in the County for early voting and election day.

The polls shall be open on election day from 7:00 a.m. to 7:00 p.m.; and hours for early voting are set forth herein.

Qualified voters shall vote for a candidate for Mayor, and only for a Councilmember candidate seeking election within that voter's single member district.

The election shall be held as a Joint Election pursuant to a Joint Election Agreement and Election Services Contract by and between the City of Duncanville, Dallas County and other political subdivisions. (The "Agreement").

Notice of said election shall be published once in the official newspaper of the City not earlier than the 30th day or later than the 10th day before Election Day and shall be posted on the Bulletin Board used to publish notice of City Council Meetings not later than the 21st day before Election Day. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record at the time of posting stating the date and place of posting.

Pursuant to the above mentioned Joint Election Agreement, the Dallas County Elections Administrator shall serve as Election Administrator for the election.

Presiding Election Judges and an Alternate Presiding Election Judge appointed to serve at said polling places shall be those election officials furnished by the Elections Administrator from the list of proposed election judges in

accordance with the Joint Election to the agreement or as otherwise selected pursuant to the terms of the agreement.

An Early Voting Ballot Board is hereby created pursuant to Section 87.001 of the Texas Election Code. The Early Voting Ballot Board shall be made up of members appointed in the manner stated in the agreement and the Presiding Judge and Alternate Presiding Judge of the Early Voting Ballot Board shall be the election officials listed in the agreement.

EARLY VOTING

Heider Garcia, Elections Administrator, is the appointed early voting clerk in compliance with Section 271.006 of the Texas Election Code. Other deputy early voting clerks will be appointed as needed to process early voting mail and to conduct early voting at the branch locations. Early voting shall also be conducted at the main early voting polling place or any County Branch Early Voting location.

Early voting by personal appearance will be conducted on weekdays beginning Monday, April 20, 2026, and continuing through Friday, April 24, 2026, between 8 a.m. and 5 p.m.; Saturday, April 25, 2026, between 7 a.m. and 7 p.m.; Sunday, April 26, 2026, between 12 p.m. and 6 p.m.; Monday, April 27, 2026, and Tuesday, April 28, 2026, between 7 a.m. and 7 p.m. as provided in the Joint Election Agreement. Any qualified voter for the Joint Election may vote early by personal appearance at either the main early voting location or at any of the branch locations.

MAIN EARLY VOTING POLLING PLACE:

-- GEORGE L ALLEN SR. COURTS BUILDING:
600 Commerce Street
Dallas, Texas 75202

BRANCH EARLY VOTING POLLING PLACES:

- DUNCANVILLE LIBRARY/COMMUNITY CENTER
201 James Collins Blvd.
Duncanville, Texas 75116

Other locations within Dallas County are available on the County Elections Department Website.

EARLY VOTING BY MAIL

Applications for early voting ballot by mail should be submitted to:

Elections Administrator
Dallas County Elections Department,
1520 Round Table Drive
Dallas, TX 75247
Email: evapplications@dallascounty.org
(Scanned version of an original application)
Fax: 214-819-6301

An application may be submitted any time during the year of the election. The deadline for which applications for ballots by mail must be received by the early voting clerk is April 21, 2026 (the eleventh day before Election Day). The deadline for an FPCA is the same as an application for ballot by mail.

All requests for early voting ballots by mail that are received by the City of Duncanville will be transported by runner on the day of receipt to the Elections Administrator, Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247.

The City Secretary shall present such returns to the City Council for canvassing of said election. The canvass of said election return shall be conducted by the City Council in accordance with state law.

DULY ORDERED by the City Council of the City of Duncanville, Texas, this the
3rd day of February 2026.

APPROVED:

GREG CONTRERAS, MAYOR

ATTEST:

CHIQUITA TAYLOR, CITY SECRETARY

APPROVED AS TO FORM:

ROBERT E. HAGER, CITY ATTORNEY

UNA RESOLUCIÓN DE LA CIUDAD DE DUNCANVILLE, TEXAS

RESOLUCIÓN NO. 2026-

ELECCIÓN DE FUNCIONARIOS MUNICIPALES

Duncanville, Texas

2 de mayo de 2026

ORDEN PARA CONVOCAR LAS ELECCIONES CONJUNTAS

QUEDA DOCUMENTADO que en este día 3 de febrero de 2026, en una reunión del Concejo Municipal de la Ciudad de Duncanville, Texas, con la presencia del quórum reglamentario, se inició la sesión y el Concejo emitió la siguiente orden:

CONSIDERANDO QUE, la ciudad ha firmado o firmará un acuerdo con el condado de Dallas y otras subdivisiones políticas para convocar las elecciones como Elecciones Conjuntas;

POR LO TANTO, SE ORDENA que se lleven a cabo las elecciones de la ciudad de Duncanville, Texas, el día 2 de mayo de 2026, que corresponde al primer sábado de dicho mes, con el siguiente propósito:

Elegir al alcalde para un mandato de dos (2) años, un concejal del Distrito 2 para un mandato de dos (2) años, y un concejal del Distrito 4 para un mandato de dos (2) años.

El candidato para cada uno de dichos cargos que reciba la mayoría de todos los votos emitidos para todos los candidatos a dicho cargo será elegido para desempeñar el cargo durante el periodo correspondiente o hasta que su sucesor sea debidamente elegido y calificado.

En caso de que ningún candidato para cualquiera de los dichos cargos no obtenga la mayoría de todos los votos emitidos, se convocará una segunda vuelta o desempate electoral según lo estipulado en la Carta Municipal de la Ciudad y el Código Electoral Estatal; y se llevará a cabo el 13 de junio de 2026. El Administrador Electoral del condado de Dallas llevará a cabo la segunda vuelta o desempate electoral.

Los centros de votación locales para dichas elecciones se establecerán mediante el Acuerdo Electoral Conjunto, y el aviso correspondiente, según lo exige la ley, indicará la ubicación de todos los centros de votación legales, los ciudadanos podrán votar en cualquier lugar del condado durante el periodo de votación anticipada y el día de las elecciones.

Los centros de votación estarán abiertos el día de las elecciones de las 7:00 a.m. hasta las 7:00 p.m.; y el horario para la votación anticipada se especifica en este documento.

Los votantes calificados deberán votar por un candidato a alcalde, y únicamente por un candidato al concejal que se presente a las elecciones dentro del distrito al que pertenece dicho votante.

Las elecciones se llevarán a cabo como Elecciones Conjuntas de conformidad con un Acuerdo Electoral Conjunto y un Contrato de Servicios Electorales suscritos entre la ciudad de Duncanville, el condado de Dallas y otras subdivisiones políticas. (el “Acuerdo”)

El aviso de dicha elección se publicará una sola vez en el periódico oficial de la ciudad, no antes de trigésimo día ni después del décimo día anterior a la fecha de las elecciones y debe ser publicado en el tablón de anuncios utilizado para publicar los avisos de las reuniones del Concejo de la Ciudad, a más tardar 21 días antes de la fecha de las elecciones. Se conservará una copia del aviso publicado que contiene el nombre del periódico y la fecha de publicación como un registro

de dicha notificación, y la persona que publica el aviso deberá llevar un registro de la hora de la publicación, la fecha de inicio y el lugar de publicación.

De conformidad con el Acuerdo Electoral Conjunto mencionado anteriormente, el Administrador Electoral del condado de Dallas actuará como el Administrador Electoral para dichas elecciones.

Los jueces electorales y sus suplentes designados para presidir en dichas elecciones y que presten sus servicios en dichas casillas electorales o centros de votación, serán aquellos funcionarios electorales que sean nombrados por el Administrador Electoral entre una lista de jueces electorales propuestos o de alguna otra manera seleccionados de conformidad con las cláusulas del convenio.

En cumplimiento con la Sección 87.001 del Código Electoral de Texas, por este medio se crea un Concejo Electoral para el Voto Anticipado. El Concejo Electoral para el Voto Anticipado deberá constar de los integrantes designados de la manera estipulada en el convenio, y el juez electoral y su suplente que presidan dicha junta serán los funcionarios electorales mencionados en el convenio.

VOTACIÓN ANTICIPADA

Heider García, Administradora Electoral, es nombrada secretaria del voto anticipado de conformidad con la Sección 271.006 del Código Electoral de Texas. Se nombrarán a otros delegados de las elecciones anticipadas, según se considere necesario, para procesar los votos anticipados por correo y llevar a cabo la votación anticipada en sucursales de centros de votación. Las elecciones anticipadas también podrán ejercerse en cualquier casilla electoral o centros de votación principales del condado.

La votación anticipada en persona se llevará a cabo en días hábiles a partir del lunes 20 de abril de 2026 y continuará hasta el viernes 24 de abril del 2026, entre las 8:00 a.m. y las 5:00 p.m., el sábado 25 de abril del 2026 entre las 7:00 a.m. y las 7:00 p.m., el domingo 26 de abril de 2026 entre las 12:00 p.m. y las 6:00 p.m., el lunes 27 de abril de 2026 y martes 28 de abril de 2026, entre las 7:00 a.m. y 7:00 p.m., según lo estipulado en el Acuerdo Electoral Conjunto. Cualquier votante calificado para las Elecciones Conjuntas podrá votar anticipadamente en persona en el centro principal de votación anticipada o en cualquiera de sus sucursales.

CENTRO PRINCIPAL DE VOTACIÓN ANTICIPADA:

- EDIFICIO DE LOS TRIBUNALES GEORGE L ALLEN SR.:
600 Commerce Street
Dallas, Texas 75202

SUCCURSAL DE VOTACIÓN ANTICIPADA:

- BIBLIOTECA / CENTRO COMUNITARIO DE DUNCANVILLE
201 James Collins Blvd.
Duncanville, Texas 75116

Otras ubicaciones dentro del condado de Dallas están disponibles en el sitio web del Departamento de Elecciones del condado.

VOTACIÓN ANTICIPADA POR CORREO:

Las solicitudes de boletas electorales para votar anticipadamente por correo deberán enviarse por correo a:

Administrador Electoral
Dallas County Elections Department, 1520 Round Table Drive
Dallas, TX 75247
Email: evapplications@dallascounty.org
(Versión escaneada de una solicitud original)
Fax: 214-819-6301

Se puede presentar una solicitud en cualquier momento durante el año de la elección. La fecha límite para la cual el secretario de votación anticipada debe recibir las solicitudes de boletas por correo es el 21 de abril de 2026 (el undécimo día antes del día de las elecciones). La fecha límite para una FPCA es la misma que para una solicitud de boleta por correo.

Todas las solicitudes de boletas de votación anticipada por correo recibidas por la ciudad de Duncanville serán transportadas por un corredor el día que se reciban al Administrador Electoral, Departamento Electoral del Condado de Dallas, 1520 Round Table Drive, Dallas, Texas 75247.

La secretaria de la ciudad presentará dichos resultados al Concejo de la Ciudad para el conteo de los votos de dicha elección. El conteo de los resultados de dicha elección será realizado por el Concejo de la Ciudad de conformidad con la ley estatal.

DEBIDAMENTE ORDENADO por el Concejo de la Ciudad de Duncanville, Texas, este día 3 de febrero de 2026.

APROBADO:

GREG CONTRERAS, ALCALDE

ATESTIGUADO POR:

CHIQUITA TAYLOR, SECRETARIA DE LA CIUDAD

APROBADO EN SU REDACCIÓN:

ROBERT E. HAGER, ABOGADO DE LA CIUDAD

NGHỊ QUYẾT CỦA HỘI ĐỒNG THÀNH PHỐ DUNCANVILLE, TIỂU

BANG TEXAS, NGHỊ QUYẾT SỐ 2026-

BÀU CÁC CHỨC DANH CHÍNH QUYỀN THÀNH PHỐ

Duncanville, Texas ngày

2 tháng 5 năm 2026

LỆNH BẦU CỬ CHO CUỘC BẦU CỬ PHỐI HỢP

QUYẾT NGHỊ RẰNG vào ngày 3 tháng 2 năm 2026, tại phiên họp của Hội đồng Thành phố Duncanville, Texas với đủ số thành viên để họp, cuộc họp được tuyên bố bắt đầu và Hội đồng ban hành lệnh sau đây:

XÉT RẰNG, Thành phố đã hoặc sẽ ký kết thỏa thuận với Quận Dallas và các đơn vị chính trị khác để tổ chức cuộc bầu cử dưới hình thức Cuộc bầu cử phối hợp;

NAY, VÌ VẬY, QUY ĐỊNH rằng một cuộc bầu cử sẽ được tổ chức tại Thành phố Duncanville, Texas vào ngày 2 tháng 5 năm 2026, là ngày thứ Bảy đầu tiên của tháng nêu trên nhằm mục đích sau:

Bầu Thị trưởng với nhiệm kỳ hai (02) năm, một Ủy viên Hội đồng từ Quận 2 với nhiệm kỳ hai (02) năm và một Ủy viên Hội đồng từ Quận 4 với nhiệm kỳ hai (02) năm.

Ứng viên cho mỗi chức danh nêu trên nhận được đa số tổng số phiếu bầu được ghi cho tất cả ứng viên của chức danh đó sẽ được bầu để phục vụ nhiệm kỳ nêu trên hoặc cho đến khi người kế nhiệm được bầu và đủ điều kiện theo quy định.

Nếu bất kỳ ứng viên cho bất kỳ chức danh nào nêu trên không nhận được đa số tổng số phiếu bầu được ghi cho tất cả ứng viên của chức danh đó thì một cuộc bầu cử vòng hai sẽ được triệu tập theo quy định của Hiến chương Thành phố và Bộ luật Bầu cử của Tiểu bang và sẽ được tổ chức vào ngày 13 tháng 6 năm 2026. Quản trị viên Bầu cử Quận Dallas sẽ tổ chức cuộc

bầu cử vòng hai.

Các địa điểm bỏ phiếu/điểm bỏ phiếu của cuộc bầu cử nêu trên sẽ được thiết lập theo Thỏa thuận Bầu cử phối hợp và thông báo theo quy định của pháp luật về cuộc bầu cử nêu trên sẽ nêu rõ địa điểm của tất cả địa điểm bỏ phiếu/điểm bỏ phiếu hợp lệ cử tri có thể bỏ phiếu bất kỳ nơi nào trong Quận đối với bầu cử sớm và ngày bầu cử.

Phòng phiếu sẽ mở vào ngày bầu cử từ 7 giờ sáng đến 7 giờ tối và thời gian bỏ phiếu sớm được quy định tại văn bản này.

Cử tri đủ điều kiện sẽ bỏ phiếu cho một ứng viên Thị trường và chi bỏ phiếu cho ứng viên Ủy viên Hội đồng thuộc đơn vị bầu cử đơn nhất nơi cử tri đó cư trú.

Cuộc bầu cử sẽ được tổ chức dưới hình thức Cuộc bầu cử phối hợp theo Thỏa thuận Bầu cử phối hợp và Hợp đồng Dịch vụ Bầu cử giữa Thành phố Duncanville Quận Dallas và các đơn vị chính trị khác. (“Thỏa thuận”).

Thông báo về cuộc bầu cử nêu trên sẽ được đăng một lần trên tờ báo chính thức của Thành phố không sớm hơn ngày thứ 30 và không muộn hơn ngày thứ 10 trước Ngày bầu cử và sẽ được niêm yết trên Bảng Thông báo dùng để đăng thông báo hợp của Hội đồng Thành phố không muộn hơn ngày thứ 21 trước Ngày bầu cử. Một bản sao của thông báo đã đăng có ghi tên tờ báo và ngày đăng sẽ được lưu làm hồ sơ về thông báo đó và người thực hiện việc niêm yết thông báo sẽ lập biên bản tại thời điểm niêm yết ghi rõ ngày tháng và nơi niêm yết.

Theo Thỏa thuận Bầu cử phối hợp nêu trên, Quản trị viên Bầu cử Quận Dallas sẽ là Quản trị viên Bầu cử của cuộc bầu cử.

Các Chủ tịch Điểm bầu cử và Chủ tịch Điểm bầu cử Bổ sung được chỉ định phục vụ tại các điểm bỏ phiếu nêu trên sẽ là các viên chức bầu cử được Quản trị viên Bầu cử cung cấp từ danh sách đề xuất

Chủ tịch Điểm bầu cử theo Thỏa thuận Bầu cử phối hợp hoặc được lựa chọn theo quy định của thỏa thuận.

Một Ban Kiểm phiếu Bầu cử Sớm được thành lập theo Điều 87.001 Bộ luật Bầu cử Texas. Ban Kiểm phiếu Bầu cử Sớm sẽ bao gồm các thành viên được chỉ định theo phương thức quy định trong thỏa thuận và Chủ tịch cùng Chủ tịch Bổ sung của Ban Kiểm phiếu Bầu cử Sớm sẽ là các viên chức bầu cử được nêu trong thỏa thuận.

BỎ PHIẾU SỚM

Ông Heider Garcia, Quản trị viên Bầu cử được chỉ định làm thư ký bầu cử sớm theo quy định tại Mục 271.006 của Bộ luật Bầu cử Texas. Các phó thư ký bầu cử sớm khác sẽ được bổ nhiệm khi cần thiết để xử lý việc bỏ phiếu sớm qua thư và tổ chức bỏ phiếu sớm tại các điểm bỏ phiếu phụ. Bỏ phiếu sớm cũng sẽ được thực hiện tại Điểm bỏ phiếu sớm chính hoặc tại bất kỳ Điểm bỏ phiếu sớm phụ nào của Quận.

Bỏ phiếu sớm trực tiếp sẽ được thực hiện vào các ngày trong tuần, bắt đầu từ Thứ Hai ngày 20 tháng 4 năm 2026 và tiếp tục đến Thứ Sáu ngày 24 tháng 4 năm 2026 từ 8 giờ sáng đến 5 giờ chiều; Thứ Bảy ngày 25 tháng 4 năm 2026, từ 7 giờ sáng đến 7 giờ tối; Chủ Nhật ngày 26 tháng 4 năm 2026, từ 12 giờ trưa đến 6 giờ chiều; Thứ Hai ngày 27 tháng 4 năm 2026 và Thứ Ba ngày 28 tháng 4 năm 2026, từ 7 giờ sáng đến 7 giờ tối theo quy định tại Thỏa thuận Bầu cử phối hợp. Mọi cử tri đủ điều kiện tham gia cuộc Bầu cử Chung đều có thể bỏ phiếu sớm trực tiếp tại địa điểm bỏ phiếu sớm chính hoặc tại bất kỳ điểm bỏ phiếu phụ nào.

ĐIỂM BỎ PHIẾU SỚM CHÍNH:

-- GEORGE L ALLEN SR. COURTS BUILDING:
600 Commerce Street
Dallas, Texas 75202

CÁC ĐIỂM BỎ PHIẾU SỚM TẠI ĐIỂM BỎ PHIẾU PHỤ:

-- DUNCANVILLE LIBRARY/COMMUNITY CENTER
201 James Collins Blvd.
Duncanville, Texas 75116

Các địa điểm khác trong Quận Dallas có trên Trang thông tin điện tử của Sở Bầu cử Quận.

BỎ PHIẾU SỚM QUA THƯ

Đơn xin nhận phiếu bầu sớm qua thư nộp về: Quản trị viên Bầu cử
Sở Bầu cử Quận Dallas, 1520 Round
Table Drive
Dallas, TX 75247
Email: evapplications@dallascounty.org (Bản
ản quét của đơn gốc của đơn gốc) Fax: 214-
819-6301

Đơn đăng ký có thể gửi bất cứ thời điểm nào trong năm bầu cử. Hạn cuối để thư ký bỏ phiếu sớm nhận được đơn xin phiếu bầu qua thư là ngày 21 tháng 4 năm 2026 (ngày thứ mười một trước Ngày bầu cử). Hạn cuối đối với FPCA giống với đơn xin phiếu bầu qua thư.

Tất cả yêu cầu nhận phiếu bầu sớm qua thư được Thành phố Duncanville nhận sẽ được chuyển bằng nhân viên giao nhận vào ngày tiếp nhận đến Quản trị viên Bầu cử Sở Bầu cử Quận Dallas, 1520 Round Table Drive, Dallas, Texas 75247.

Thư ký Thành phố sẽ trình các kết quả kiểm phiếu đó lên Hội đồng Thành phố để kiểm phiếu/công nhận kết quả cuộc bầu cử nêu trên. Việc kiểm phiếu/công nhận kết quả cuộc bầu cử nêu trên sẽ được Hội đồng Thành phố thực hiện theo quy định của pháp luật bang.

ĐƯỢC HỢP THỨC BAN HÀNH bởi Hội đồng Thành phố Duncanville, Texas vào
ngày 3 tháng 2 năm 2026.

PHÊ DUYỆT:

GREG CONTRERAS, THỊ TRƯỞNG

CHỨNG THỰC:

CHIQUITA TAYLOR, THƯ KÝ THÀNH PHỐ

PHÊ DUYỆT VỀ HÌNH THỨC:

ROBERT E. HAGER, LUẬT SƯ THÀNH PHỐ



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Consider a Resolution approving methods for making written requests for public information.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Emphasize: Government Accountability, Customer Service, Efficiency and Process

STAFF RESPONSIBLE:

Adrian Tijerina

BACKGROUND/HISTORY:

This item was briefed to the City Council on January 6, 2026. This resolution will ensure the City is up-to-date on current open records requests processes and procedures.

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove

3. Other actions as directed by Council.

ATTACHMENTS:

Open Record Request_

RESOLUTION NO. 2025-XXX

**A RESOLUTION OF THE CITY OF DUNCANVILLE, TEXAS,
APPROVING METHODS FOR MAKING WRITTEN REQUESTS FOR
PUBLIC INFORMATION; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Duncanville, Texas (“City”) is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, Section 552.234 of the Government Code allows governmental bodies to adopt methods by which requests for public information shall be made; and

WHEREAS, the City desires to designate approved methods for submitting public information requests to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1

All the above premises are true and correct of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The City Council designates the following methods by which requests for Public Information can be made:

General and Police Records:

1. By mail or in person to: City of Duncanville, City Secretary’s Office, 203 East Wheatland Road, Duncanville, TX 75116
2. By Internet to: <https://duncanvilletx.justfoia.com/publicportal/home/newrequest>

SECTION 3

The City website and Open Records Posters will be updated to reflect these designated methods in accordance with Government Code Sections 552.205 and 522.234(d).

SECTION 4

This Resolution shall become effective from and after its passage.

DULY RESOLVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ON THIS _____ DAY OF _____, 2025.

APPROVED:

Greg Contreras, MAYOR

ATTEST:

Chiquita Taylor, CITY SECRETARY

APPROVED AS TO FORM:

Robert E. Hager, CITY ATTORNEY

TEXAS LOCAL GOVERNMENT CODE
TITLE 5 – OPEN GOVERNMENT; ETHICS
SUBTITLE A – OPEN GOVERNMENT
CHAPTER 552 – PUBLIC INFORMATION
SUBCHAPTER A – GENERAL PROVISIONS

Sec. 552.234. METHOD OF MAKING WRITTEN REQUEST FOR PUBLIC INFORMATION.

(a) A person may make a written request for public information under this chapter only by delivering the request by one of the following methods to the applicable officer for public information or a person designated by that officer:

- (1) United States mail;
- (2) electronic mail;
- (3) hand delivery; or
- (4) any other appropriate method approved by the governmental body, including:
 - (A) facsimile transmission; and
 - (B) electronic submission through the governmental body's Internet website.

(b) For the purpose of Subsection (a)(4), a governmental body is considered to have approved a method described by that subdivision only if the governmental body includes a statement that a request for public information may be made by that method on:

- (1) the sign required to be displayed by the governmental body under Section [552.205](#);

or

- (2) the governmental body's Internet website.

(c) A governmental body may designate one mailing address and one electronic mail address for receiving written requests for public information. The governmental body shall provide the designated mailing address and electronic mailing address to any person on request.

(d) A governmental body that posts the mailing address and electronic mail address designated by the governmental body under Subsection (c) on the governmental body's Internet website or that prints those addresses on the sign required to be displayed by the governmental body under Section [552.205](#) is not required to respond to a written request for public information unless the request is received:

- (1) at one of those addresses;
- (2) by hand delivery; or
- (3) by a method described by Subsection (a)(4) that has been approved by the governmental body.

(e) Not later than October 1 of each year, each governmental body shall notify the attorney general of the current mailing address and electronic mail address designated by the governmental body under Subsection (c) for receiving written requests for public information.

(f) The attorney general shall create and maintain on the office of the attorney general's Internet website a publicly accessible database of the mailing addresses and electronic mail addresses provided by governmental bodies under Subsection (e).

Acts 2025, 89th Leg., R.S., Ch. 1097 (H.B. [4214](#)), Sec. 1, eff. June 20, 2025.

Sec. 552.205. INFORMING PUBLIC OF BASIC RIGHTS AND RESPONSIBILITIES UNDER THIS CHAPTER.

(a) An officer for public information shall prominently display a sign in the form prescribed by the attorney general that contains basic information about the rights of a requestor, the responsibilities of a governmental body, and the procedures for inspecting or obtaining a copy of public information under this chapter. The officer shall display the sign at one or more places in the administrative offices of the governmental body where it is plainly visible to:

(1) members of the public who request public information in person under this chapter;
and

(2) employees of the governmental body whose duties include receiving or responding to requests under this chapter.

(b) The attorney general by rule shall prescribe the content of the sign and the size, shape, and other physical characteristics of the sign. In prescribing the content of the sign, the attorney general shall include plainly written basic information about the rights of a requestor, the responsibilities of a governmental body, and the procedures for inspecting or obtaining a copy of public information under this chapter that, in the opinion of the attorney general, is most useful for requestors to know and for employees of governmental bodies who receive or respond to requests for public information to know.

Added by Acts 1999, 76th Leg., ch. 1319, Sec. 11, eff. Sept. 1, 1999.

Amended by:

Acts 2005, 79th Leg., Ch. 329 (S.B. [727](#)), Sec. 3, eff. September 1, 2005.

Acts 2005, 79th Leg., Ch. 716 (S.B. [452](#)), Sec. 3, eff. September 1, 2005.



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Consider amending Resolution 2025-423 to establish committee members and a chair for the Arts and Cultural District Steering Committee.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

BACKGROUND/HISTORY:

Resolution 2025-423 needs to be amended to enable the Arts and Cultural District Steering Committee to select the chair as opposed to the City Council.

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

Reso. No. 2025-423 - Establishment of Armstrong Park Cultural District (3)

RESOLUTION NO. 2025-423

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE ESTABLISHMENT OF A CULTURAL DISTRICT IN DUNCANVILLE, AND THE ESTABLISHMENT OF A STEERING COMMITTEE, AND BOUNDARIES OF THE CULTURAL DISTRICT.

WHEREAS, the City of Duncanville recognizes the importance of establishing a cultural district to enhance community engagement, promote economic development, encourage tourism, and celebrate the arts and culture as essential components of the city's identity; and

WHEREAS, the Texas Commission on the Arts provides a framework and recommendations for the establishment and successful operation of cultural districts within the State of Texas; and

WHEREAS, the City Council of Duncanville acknowledges the need for a structured approach to develop and manage the proposed cultural district, ensuring representation from a wide array of stakeholders including City boards, commissions, staff, City Council members, business representatives, developers, state representatives, and community members;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. *Creation of the Steering Committee:*

The City of Duncanville hereby establishes the Cultural District Steering Committee to oversee the development and implementation of the cultural district in accordance with the structure recommended by the Texas Commission on the Arts.

SECTION 2. *Name and Boundaries of the Cultural District:*

- o The cultural district shall be named the Armstrong Park Cultural District.
- o The boundaries of the cultural district shall encompass as depicted in 'Exhibit A', which is attached hereto and incorporated herein, with consideration for future expansion as opportunities arise and as deemed appropriate by the Steering Committee and the Duncanville City Council.

SECTION 3. *Membership and Appointments:*

- o The Steering Committee shall consist of representatives from City boards and commissions, City staff, members of the City Council, local businesses, property developers, state representatives, and community members.

- o The ~~City Council~~**Committee** shall appoint a Chair. The Chair shall oversee the organization of subcommittees and coordinate the work of the Steering Committee.

SECTION 4. *Committee Responsibilities:*

- o The Steering Committee shall establish subcommittees, as recommended by the Texas Commission on the Arts, to focus on key areas of cultural district development:
 - **Organization Committee:** For governance and structural planning.
 - **Marketing Committee:** To promote and raise awareness of the cultural district.
 - **Cultural Resources Committee:** To identify and enhance existing cultural assets.
 - **Design Committee:** To plan and improve the physical and visual elements of the district.
 - **Business Development Committee:** To foster partnerships and support economic growth within the district.
- o An **Events Committee** shall also be created under the *Marketing Committee* to organize cultural events and activities.

SECTION 5. *Implementation and Reporting:*

- o The Chair, in collaboration with the Steering Committee, shall develop a detailed structure and timeline for the cultural district's establishment.
- o The Steering Committee shall provide regular updates and recommendations to the City Council on the progress of the cultural district development.

SECTION 6. *Dissolution of the Steering Committee:*

- o The Steering Committee shall remain in place until one of the following occurs:
 - The designation of the Armstrong Park Cultural District by the Texas Commission on the Arts is achieved.
 - The City Council decides to dissolve the Steering Committee at its discretion.
- o Upon the conclusion of its work, the Steering Committee may make formal recommendations to the City Council for the establishment of a permanent cultural district management entity or other organizations to continue the work of managing, sustaining, and growing the cultural district.

SECTION 7. *Community Engagement:*

The Steering Committee shall prioritize inclusive community engagement, ensuring the cultural district reflects the diverse voices and needs of the Duncanville community.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 4th day of February, 2025.

APPROVED:



Greg Contreras, Mayor


ATTEST:



Chiquita Taylor, City Secretary



APPROVED AS TO FORM:

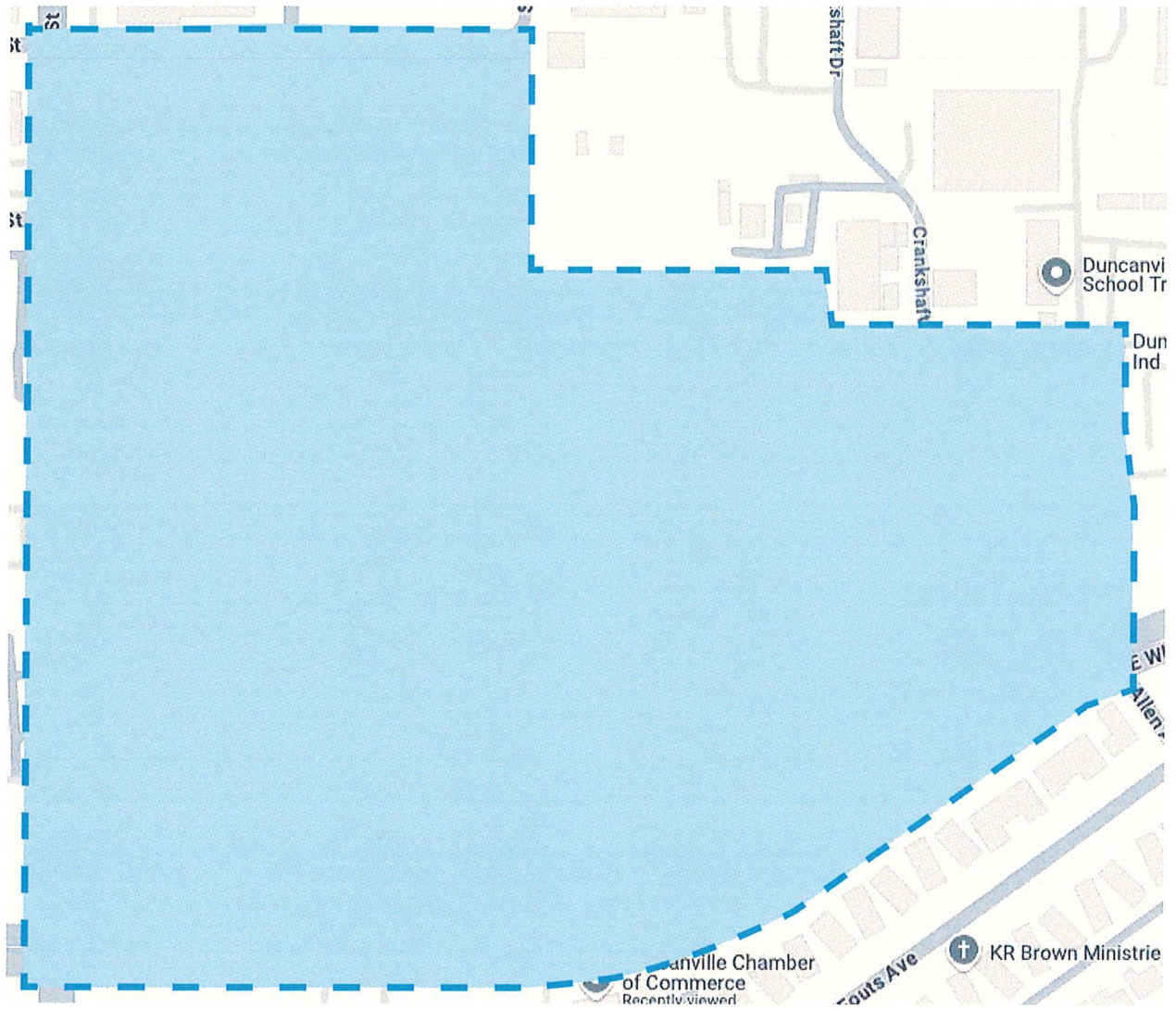


Robert E. Hager, City Attorney

Exhibit A

Armstrong Park Cultural District

Duncanville, Texas





STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Consider nominees for Arts and Cultural District Steering Committee

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Re-Imagine: High Quality of Life

Advance: Marketing Strategy of the City and Community Engagement Plan

STAFF RESPONSIBLE:

Alex Hamby, Communications and Marketing Administrator

Angel Deal

BACKGROUND/HISTORY:

The Cultural District was formally established on February 4, 2025, through Resolution 2025-423. The resolution outlines several additional actions to be undertaken, including:

- Creation of the Steering Committee
- Defining the Name and Boundaries of the Cultural District
- Membership and Appointments
- Committee Responsibilities
- Implementation and Reporting
- Dissolution of the Steering Committee
- Community Engagement

To advance these actions, the Council must select members of the Steering Committee who will collectively, once seated, select a Chairperson. The Chairperson will be responsible for organizing the committee and its subcommittees, ensuring that the resolution’s directives are carried out effectively.

POLICY EXPLANATION:

Resolution 2025-423 Section 3

- The Steering Committee shall consist of representatives from city boards and

commission, city staff, members of the city council, local businesses, property developers, state representatives, and community members.

- The Steering Committee shall appoint a Chair who will oversee the organization of subcommittees and coordinate the work of the Steering Committee.
- The Steering Committee shall establish subcommittees, as recommended by the Texas Commission on the Arts, to focus on key areas of cultural district development.

FUNDING SOURCE:

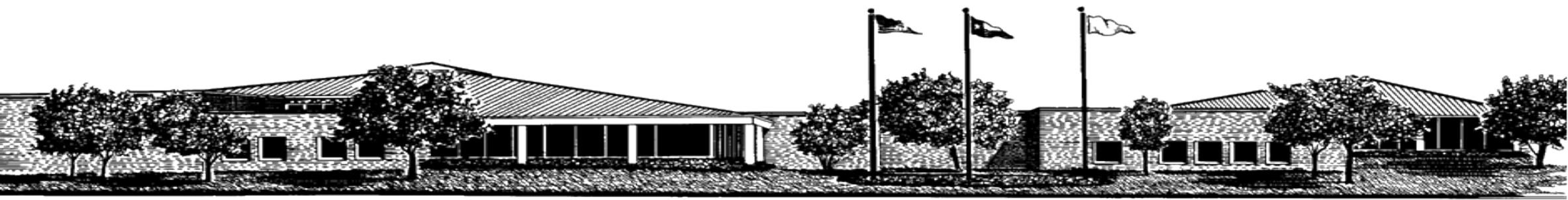
N/A

ACTION ALTERNATIVES:

1. Appoint members of the Steering Committee for the Cultural District via the attached resolution.
2. Other actions as directed by Council.

ATTACHMENTS:

Arts and Cultural District, Reso. No. 2025-423 - Establishment of Armstrong Park Cultural District, Cultural Arts District Strategic Plan 2025, Change to Select Committee Allow Committee to Select Chair_rev mjr 01 27 2026



ARTS AND CULTURAL DISTRICT
APPOINT A CHAIRPERSON FOR THE STEERING COMMITTEE
FEBRUARY 3, 2026
ALEX HAMBY – PUBLIC INFORMATION OFFICER

We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self

RESOLUTION NO. 2025-423

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE ESTABLISHMENT OF A CULTURAL DISTRICT IN DUNCANVILLE, AND THE ESTABLISHMENT OF A STEERING COMMITTEE, AND BOUNDARIES OF THE CULTURAL DISTRICT.

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APPROVED:



Greg Contreras, Mayor


ATTEST:



Chiquita Taylor, City Secretary



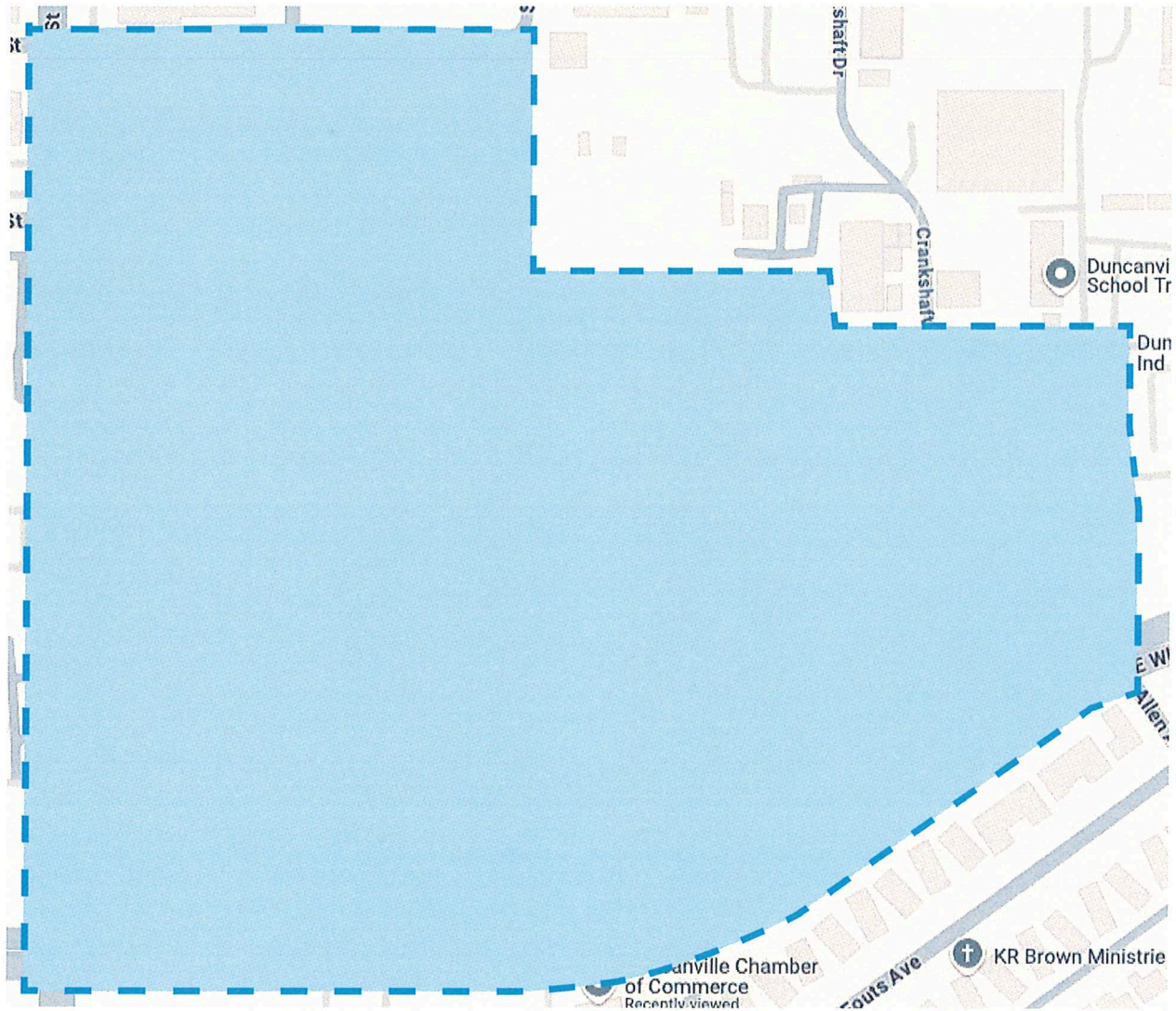
APPROVED AS TO FORM:



Robert E. Hager, City Attorney

Exhibit A

Armstrong Park Cultural District Duncanville, Texas





ARMSTRONG PARK CULTURAL DISTRICT CULTURAL DISTRICT PLAN



Executive Summary

Armstrong Park Cultural District – Phase 1: Armstrong Park

The Armstrong Park Cultural District stands as a transformative initiative designed to celebrate and uplift the diverse heritage, creativity, and identity of the City of Duncanville. Spearheaded and championed by the 2024–2025 Duncanville City Council, and the Duncanville Arts Commission under the leadership of Chairman Ron Thompson, this initiative reflects the City’s deep commitment to cultural enrichment, inclusion, and economic vitality through the arts.

Phasing Plan Summary

The development of the Armstrong Park Cultural District is structured into four strategic phases, each building upon the previous to establish a sustainable, inclusive, and impactful cultural district:

Phase 1: Establishment of Local Cultural District (Completed February 2025)

- Formal creation of the Armstrong Park Cultural District through City Council adoption of Resolution No. 2025-423.
- Designation of Armstrong Park as the cultural and geographic heart of the district.
- Activation of cultural programming and community events to establish identity, use, and public engagement.

Phase 2: Strategic Planning & Steering Committee Formation (In Progress)

- Creation of the Cultural District Steering Committee to oversee expansion planning and stakeholder coordination.
- Initial consideration of expanded boundaries, zoning updates, and district overlays.
- Launch of an independent nonprofit cultural partner to support arts programming and fundraising.
- Alignment of the district’s vision and infrastructure with the Duncanville 2040 Comprehensive Plan.

Phase 3: Implementation & Integration with Duncanville 2040 (Upcoming)

- Execution of zoning strategies, infrastructure improvements, cultural programming, and district branding.
- Integration of district goals into citywide land use, public art, tourism, and small business support initiatives.
- Maturation of the nonprofit partner, Arts Fund, and collaborative programming across departments and sectors.
- Establishment of the district as a self-sustaining community and economic asset, regardless of future designation.

Phase 4: Application for TCA Cultural District Designation (Future)

- Request City Council authorization to move forward with the creation of the Cultural District Management Entity (CDME).
- Upon meeting all readiness criteria, submission of an application to the Texas Commission on the Arts.
- Coordination by a task force to prepare the application, engage stakeholders, and document district outcomes.
- If approved, formal designation will elevate the district's visibility, funding opportunities, and statewide impact.

PHASING PLAN for ARMSTRONG PARK CULTURAL DISTRICT

Phase 1 Establishment of Local Cultural District (Completed February 2025)

- Formal creation of the Armstrong Park Cultural District through City Council adoption of Resolution №b. 2025-423.
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Phase 4 Application for TCA Cultural District Designation (Future)

Introduction

Cultural District Plan

The Armstrong Park Cultural District Plan represents a bold and strategic vision for cultivating a vibrant, inclusive, and economically vital cultural ecosystem within the City of Duncanville. Rooted in the City's rich history and shaped by the diverse voices and traditions of its residents, this plan sets the foundation for coordinated investment in arts, culture, and placemaking as central elements of Duncanville's long-term growth and quality of life.

Officially launched through the adoption of *Resolution No. 2025-423* on February 4, 2025, by the Duncanville City Council, the City formally established the **Armstrong Park Cultural District**—a designated local cultural district and the cornerstone of what will become a broader citywide network of cultural identity and expression.

The plan recognizes that **arts and culture are not peripheral luxuries**—they are essential tools for economic development, civic identity, and inclusive community building. The Armstrong Park Cultural District, as the initial nucleus, has already proven itself as a gathering place for diverse community events including Bloomfest, Juneteenth celebrations, Hispanic heritage showcases, the Ella Fair, and citywide parades. These activities reflect the vibrancy, history, and diversity of Duncanville and point to the transformative potential of sustained investment in cultural infrastructure.

The Cultural District Plan is grounded in four core values:

1. **Equity** – Ensuring cultural opportunities reflect and uplift all members of the community.
2. **Economic Impact** – Leveraging creative development to drive local economic growth and attract investment.
3. **Preservation and Celebration** – Honoring Duncanville's past while embracing its evolving cultural identity.
4. **Collaboration** – Building partnerships between government, artists, businesses, and nonprofits to create a resilient cultural network.

This document outlines the path forward—guided by community vision, structured through local leadership, and informed by best practices from the Texas Commission on the Arts. From zoning strategy to programmatic funding, and from stakeholder engagement to public-private partnerships, this plan serves as the blueprint for both expanding the Armstrong Park Cultural District and positioning Duncanville for future designation as a **State of Texas-recognized Cultural District**.

The Cultural District is not just a place—it is a commitment to who we are and who we

aspire to become as a community. This plan ensures that commitment is not only meaningful, but actionable.

PHASE 1: ARMSTRONG PARK CULTURAL DISTRICT

Cultural District – Phase 1: Armstrong Park

The Duncanville Cultural District stands as a transformative initiative designed to celebrate and uplift the diverse heritage, creativity, and identity of the City of Duncanville. Spearheaded and championed by the 2024–2025 Duncanville Arts Commission, this initiative reflects the City’s deep commitment to cultural enrichment, inclusion, and economic vitality through the arts.

Phase 1 of the Cultural District was formally adopted by the Duncanville City Council on February 4, 2025, through the passage of *Resolution No. 2025-423*. This resolution officially established the Armstrong Park Cultural District and designated Armstrong Park as its geographic and symbolic core, as illustrated in *Exhibit A* (see Appendices). This milestone concluded Phase 1, the creation of Duncanville’s first *local* cultural district.

Armstrong Park: The Cultural Heart of Duncanville

Armstrong Park has long stood as a central gathering place and cultural anchor for the Duncanville community. Affectionately sometimes referred to as “Our Park,” it reflects the city’s deeply rooted traditions of connection, creativity, and inclusion. Since the City of Duncanville first acquired the land in 1971—formerly home to an Air Force Station—Armstrong Park has served as a vibrant venue for civic life and shared experiences.

For more than fifty years, generations of residents have come together here to celebrate festivals, parades, concerts, theatrical performances, art exhibitions, open-air films, literary events, community gardening, and recreation. These activities highlight the city’s rich cultural diversity and foster a strong sense of belonging.

The park’s 21 rolling acres now serve as both a community green space and a formal cultural district. Once home to the nation’s largest all-volunteer-built wooden playground, Armstrong Park today features scenic pedestrian paths that link visitors to public art, pop-up galleries, family-friendly amenities, and arts-centered spaces—all woven into the surrounding civic, historic, and cultural fabric of Duncanville.

Beyond its boundaries, Armstrong Park is increasingly connected to nearby neighborhoods, schools, local businesses, restaurants, and the Downtown Duncanville District through emerging cultural corridors—forming a broader, more inclusive network of creative and community-driven places.

In 2024/2025 alone, Armstrong Park hosted:

- **Bloomfest**, a spring celebration of the arts featuring live music, multicultural dance performances, and artist showcases that reflect Duncanville’s vibrant Hispanic and African American heritage;
- **The Ella Fair**, Duncanville’s first outdoor fine arts festival, organized by a local resident and held at the Senior Center;
- **Duncanville’s inaugural Mexican Independence Day Parade** on September 16, 2024, which included vendors, artists, and performances celebrating Hispanic culture;
- **The July 4th Parade, Music Festival, and Fireworks**, showcasing a cross-section of Duncanville’s community spirit drawing over ten thousand people;
- **Juneteenth Celebration** featuring a historic *fireside chat* with Opal Lee, the “Grandmother of Juneteenth,” as well as a curated arts exhibit by the Duncanville Arts Commission;
- **Hispanic Heritage pop-up installations** curated by the Duncanville Arts Commission;
- **The annual Christmas Parade and Lights Display**, drawing residents and visitors together in shared celebration.

These events are not only expressions of community pride, but also intentional acts of placemaking and inclusion—anchoring Armstrong Park as both the heart of Duncanville and the foundation of the Cultural District.

As a *local cultural district*, the Armstrong Park Cultural District represents the City’s initial phase in its broader vision to expand into a formally recognized district through the Texas Commission on the Arts. Phase 2 will focus on strategic planning, zoning alignment, and stakeholder engagement, led by the Cultural District Steering Committee established by Resolution No. 2025-423.

PHASE 2: ARMSTRONG PARK CULTURAL DISTRICT

Phase 2: Steering Committee Formation and Strategic Direction

Building upon the successful establishment of the **Armstrong Park Cultural District** as a designated local cultural district in Phase 1, the City of Duncanville now turns its focus to **Phase 2**—the formation and activation of a Steering Committee charged with

developing and executing the next phase of the district's evolution. This includes evaluating opportunities for potential expansion, strategic zoning improvements, and laying the groundwork for application to the Texas Commission on the Arts (TCA) for state cultural district designation.

Per **Resolution No. 2025-423**, adopted by the Duncanville City Council on February 4, 2025, the **Steering Committee** is formally established under Section 3. Its purpose is to lead the long-range planning efforts necessary to expand the cultural district's boundaries and integrate additional components aligned with TCA's requirements and best practices.

The resolution outlines the structure of the Steering Committee as a broadly representative body, including:

- Members of the City Council
- City staff from relevant departments
- Representatives from various boards and commissions (e.g., Planning & Zoning, Parks & Recreation, Economic Development)
- Arts and culture leaders
- Local businesses and developers
- State officials or their appointees
- Residents and community advocates

The Steering Committee shall be chaired by an individual appointed by the City Council, with the Chair responsible for:

- Organizing subcommittees
- Coordinating the work across disciplines
- Ensuring progress aligns with both community goals and technical requirements for district expansion

At the May 6, 2025, City Council meeting, discussion centered on the importance of strategic leadership for the Steering Committee. Council consensus supported a collaborative meeting between **City Manager Doug Finch** and **Arts Commission**

RESOLUTION NO. 2025-423

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE ESTABLISHMENT OF A CULTURAL DISTRICT IN DUNCANVILLE, AND THE ESTABLISHMENT OF A STEERING COMMITTEE, AND BOUNDARIES OF THE CULTURAL DISTRICT.

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SECTION 3. *Membership and Appointments:*

- o The Steering Committee shall consist of representatives from City boards and commissions, City staff, members of the City Council, local businesses, property developers, state representatives, and community members.

Chair Ron Thompson to define the formation, roles, and leadership structure of the Steering Committee.

The pair met on May 8, 2025 to discuss options and next steps.

Emergence of a New Nonprofit Partner for Cultural Sustainability

In the days following the City Council meeting held on May 6, 2025, a pivotal planning session took place between City Manager Doug Finch and Duncanville Arts Commission Chair Ron Thompson. The meeting focused on charting the course for **Phase 2** of the Armstrong Park Cultural District and, more specifically, the infrastructure needed to support long-term arts and culture initiatives within the City of Duncanville.

A central outcome of this strategic discussion was the identified need to establish a **new, independent nonprofit organization** whose mission would be to promote, support, and sustain the cultural arts in Duncanville. This entity, intentionally structured **outside of formal city government**, would not be a subcommittee of the Arts Commission, nor a formal extension of the Steering Committee or DCEDC. Rather, it would stand as a parallel but collaborative partner—**community-driven, donor-supported, and privately led**—that could bring in new resources and broaden access to philanthropic and grant funding not available to government entities.

The goal of this nonprofit is to serve as a **cultural anchor** capable of organizing year-round programming, engaging diverse artists, and advocating for Duncanville's rich cultural identity. It would also serve as a nimble platform to host benefit events, secure private sponsorships, apply for arts-related grants, and cultivate regional partnerships, all of which are essential to sustaining a thriving arts ecosystem.

The nonprofit's **operational independence** ensures it could pursue projects and partnerships with creative flexibility, while still aligning with the City's broader cultural goals. In the future, the City of Duncanville may consider entering into formal **Memoranda of Understanding (MOUs)** or facility-sharing agreements with the organization, providing access to event space in exchange for community-based programming that enriches public life. This arrangement would mirror best practices in other cities across Texas and the nation, where independent cultural foundations work alongside municipal agencies to extend the reach and impact of local arts.

Importantly, during the meeting, Chair Ron Thompson—well-regarded for his leadership, community vision, and long-standing advocacy for the arts—expressed a strong interest in spearheading the formation of this nonprofit organization. His background, credibility, and passion for Duncanville's creative sector position him as an ideal figure to lead this effort, ensuring continuity between the City's vision and the nonprofit's programming.

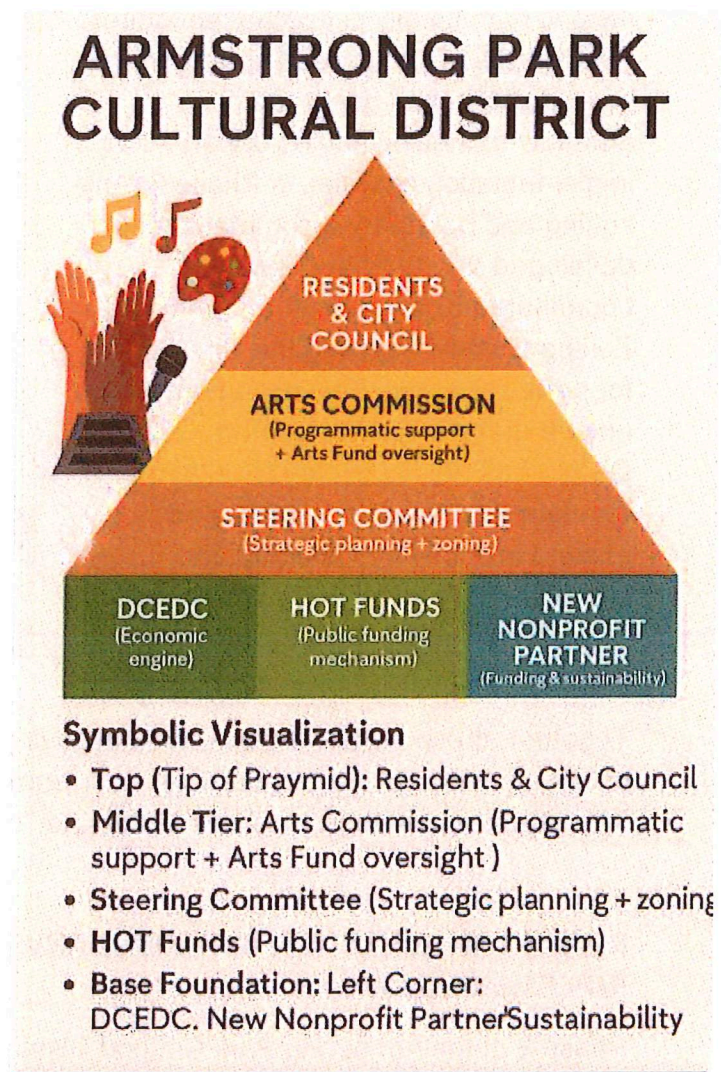
This new nonprofit will also act as a critical building block in **positioning Duncanville for state-level designation** through the Texas Commission on the Arts (TCA). Many of the TCA's criteria for Cultural District designation include a demonstrated public-private partnership model, sustainable funding pathways, and independent arts-based leadership—each of which this new nonprofit is designed to fulfill.

Ultimately, the formation of this nonprofit represents a **transformative step forward** in realizing the full potential of the Armstrong Park Cultural District. It reflects Duncanville's commitment to equity in the arts, sustainable cultural planning, and the elevation of local talent and voices through shared investment and vision.

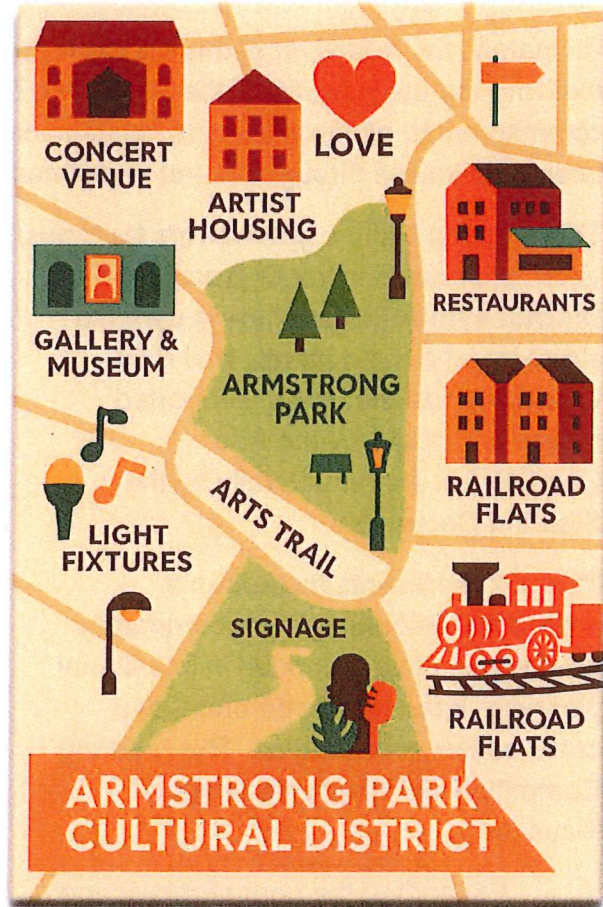
This meeting laid the groundwork for inclusive and effective leadership, aligned with the vision expressed in the **Cultural District symbolic graphic**—a pyramid structure where **residents and City Council** guide the vision, supported programmatically by the Arts Commission and structurally by the Steering Committee.

Phase 2 represents more than a procedural next step. It is a community-building exercise grounded in intentional planning, inclusive governance, and cross-sector collaboration. The Steering Committee's strategic planning will focus on:

- Expanding the geographic scope of the district to meet TCA criteria
- Aligning zoning and development regulations with cultural goals
- Identifying key assets (e.g., venues, creative spaces, businesses)
- Strengthening infrastructure to support artists and cultural tourism
- Facilitating public input and stakeholder engagement



As part of the planning and strategic development of Phase 2, the Steering Committee will also engage in a **comprehensive analysis of the current zoning, land use regulations, and potential cultural district boundary enhancements**. This process will evaluate whether adjustments to existing zoning classifications or the creation of a **new cultural district zoning overlay** are warranted to support the core goals of the Armstrong Park Cultural District. Such goals include promoting artist live/work spaces, enhancing walkability and connectivity, incentivizing cultural and creative enterprises, and preserving historic or culturally significant structures. This analytical and planning phase will lay the regulatory and geographic groundwork necessary to support implementation activities in Phase 3. Any zoning and boundary recommendations developed during Phase 2 will be coordinated closely with the Planning & Zoning Commission and the City Council for potential action. This alignment will ensure that the Armstrong Park Cultural District has the necessary legal and regulatory foundation to thrive and expand in a way that is equitable, inclusive, and strategically integrated with the Duncanville 2040 Comprehensive Plan.



Together, these steps will position Duncanville to meet the standards for TCA designation and to foster a **cultural environment that reflects the city’s diverse identity, rich heritage, and shared future**.

PHASE 3: INTEGRATION WITH DUNCANVILLE 2040 AND DISTRICT IMPLEMENTATION

Phase 3 of the Armstrong Park Cultural District builds directly upon the foundational work of Phase 1 (creation and boundary establishment) and Phase 2 (strategic coordination, steering committee formation, and programming development). This phase centers on **full implementation of the district vision**, as guided by the

Duncanville 2040 Comprehensive Plan, and the incorporation of key elements required by the **Texas Commission on the Arts (TCA)** for future recognition.

Alignment with the Duncanville 2040 Comprehensive Plan

Duncanville 2040 represents a transformational roadmap for the city's growth and vitality across every domain—economic development, land use, parks, infrastructure, and **arts and culture**. Phase 3 is a direct outgrowth of that vision, ensuring that the Armstrong Park Cultural District is not a standalone effort but a **strategically embedded component of the city's long-range planning**.

Key alignments with the Duncanville 2040 plan include:

- **Land Use & Zoning:** Identification of arts-focused zones and creative placemaking overlays to promote live/work spaces for artists and cultural institutions within and around Armstrong Park.
- **Community Identity & Branding:** Implementation of signage, wayfinding, murals, and place-based branding elements rooted in Duncanville's diverse cultural heritage.
- **Public Art Integration:** Development of a robust public art program integrated with capital projects and public infrastructure improvements as guided by the Arts Commission.
- **Infrastructure Improvements:** The City of Duncanville is already in consideration for walkability grants through the Texas Department of Transportation with possible construction work to begin in 2028. These enhancements would directly contribute to and support the walkability required of an expanded cultural district.
- **Historic Preservation:** Adaptive reuse and preservation strategies for significant community sites that speak to Duncanville's past as a historic railroad town and evolving as a majority-minority, culturally rich community.
- **Event & Programming Framework:** Regularly scheduled events (e.g., Bloomfest, Juneteenth, Ella Fair, Hispanic Heritage programs, Independence Day events) embedded into the annual city calendar with logistical and fiscal support from city departments.
- **Cross-Departmental Collaboration:** Ensuring that city departments—planning, parks and recreation, economic development, and communications—work in tandem to amplify district activities and stakeholder participation.
- **Community Development Strategies:** Using arts as a mechanism to support small businesses, promote neighborhood revitalization, and increase resident engagement.

Community and Organizational Maturity

Phase 3 marks the cultural district's transition from a start-up concept to a **mature community asset**. Key benchmarks of this maturity include:

- The launch of a **new nonprofit partner** responsible for private fundraising, sponsorship development, and artist support outside the city's general fund.
- The full activation of the **Steering Committee**, which coordinates cross-sector strategies involving zoning, infrastructure planning, and district governance.
- Growth and formalization of the **Arts Fund**, enabling year-over-year sustainability and leveraging Hotel Occupancy Tax (HOT) allocations.
- Institutionalized partnerships between the **DCEDC**, local schools, business leaders, and cultural stakeholders to drive economic outcomes through creative industries.
- Continued leadership and programmatic oversight from the **Arts Commission**.

Foundation for Future Designation – Application-Ready Readiness

By the conclusion of Phase 3, the Armstrong Park Cultural District will have implemented the majority of the required elements for TCA designation, including:

- A clearly defined boundary
- Sustained cultural programming and community participation
- A governing framework (Arts Commission, Steering Committee, nonprofit partner)
- Economic development integration
- Marketing, branding, and signage
- Documentation of historical assets and artistic contributions
- Measurable outcomes in community engagement and tourism

The district will be fully functional, visible, and widely supported. The **formal application to TCA will be a capstone, not a starting point**.

PHASE 4: APPLICATION TO THE TEXAS COMMISSION ON THE ARTS

Phase 4 represents the City of Duncanville's pursuit of **state-level recognition** through the **Texas Commission on the Arts (TCA) Cultural District Designation Program**.

The decision to apply for this designation will be made only after the successful completion of Phase 3, when the Armstrong Park Cultural District has become a fully operational and celebrated local asset.

Strategic Rationale for TCA Designation

While Phase 3 ensures that Duncanville reaps substantial community and economic benefits from a functioning cultural district, Phase 4 positions the city to:

- **Access new state-level funding** sources available exclusively to TCA-designated districts
- **Elevate visibility and tourism** across the Dallas–Fort Worth region and beyond
- **Attract cultural investors**, artists, and institutions seeking to locate within recognized districts
- **Enhance civic pride and reinforce Duncanville’s identity** as an inclusive, creative, and vibrant community

Requirements for Application

As outlined in the [TCA Cultural District Designation Form](#), the following elements must be submitted with the application:

1. **Description of the District’s Identity** – What makes it unique, authentic, and worthy of designation
2. **Organizational Structure & Leadership** – Including the Arts Commission, Steering Committee, and nonprofit partner
3. **Evidence of Cultural and Creative Assets** – Including artists, venues, events, and programming
4. **Map and Boundary Definitions** – Already established in Phase 1
5. **Marketing, Branding & Promotion Plan** – Documented outreach, signage, and online visibility
6. **Community Engagement** – Demonstrated through festivals, events, and collaborative governance
7. **Sustainability Plan** – Long-term vision for operations, fundraising, and community participation
8. **Letters of Support** – From elected officials, community leaders, institutions, and residents
9. **Documentation of Outcomes** – Economic impact, tourism figures, participant numbers, and media reach

Timeline and Governance

The City Council, upon recommendation of the Steering Committee, will authorize the submission of the official cultural district application by resolution once it determines that all readiness criteria established by the Texas Commission on the Arts (TCA) have been satisfied.

To support this effort, the City will facilitate the creation of a **Cultural District Management Entity (CDME)**—a designated body responsible for overseeing the long-term coordination, programming, branding, evaluation, and sustainability of the Armstrong Park Cultural District. The CDME may operate as a stand-alone nonprofit or be housed within a qualified partner organization, and will play a central role in ensuring the district meets and maintains TCA standards.

In preparation for application submission, a **Cultural District Application Task Force** may also be formed to coordinate specific application efforts. This task force may include:

- City staff
- Steering Committee members
- Arts Commission members
- DCEDC representatives
- Nonprofit partner leadership
- Community volunteers

The task force will be responsible for gathering data, preparing narratives, and ensuring compliance with TCA requirements.

Maintaining Designation

Once designated, the Armstrong Park Cultural District will be responsible for submitting **annual activity reports to TCA** to maintain its status. These reports will include:

- Programming and events
- Economic and tourism outcomes
- Updates on partnerships and strategic initiatives
- Evaluation metrics linked to the Duncanville 2040 goals

Conclusion

The Armstrong Park Cultural District is not just a geographical designation—it is a living, evolving expression of Duncanville’s identity, values, and future. More than a collection of events or a location on a map, it represents our community’s commitment to fostering

a thriving cultural ecosystem that reflects who we are and what we aspire to become.

Through the successful implementation of Phase 1 and the ongoing work in Phase 2, Duncanville has laid a strong structural, cultural, and governance foundation for sustainable growth in the arts. These efforts are not about meeting checklists for future designation—they are about building something real and lasting. The City's work is intentionally cultivating a vibrant cultural district that is resilient, inclusive, and deeply aligned with the broader goals of Duncanville 2040.

Our new Comprehensive Plan reinforces this commitment by integrating arts and culture as core strategies—not isolated programs—for achieving economic development, civic pride, educational enrichment, tourism, and neighborhood revitalization. Even without formal recognition from the Texas Commission on the Arts (TCA), Armstrong Park is already functioning as a cultural district in every meaningful sense. By the time the City considers applying for official designation in Phase 4, the essential elements—governance, programming, funding, branding, and sustained community engagement—will be well-established and delivering measurable results.

A key part of this district's success lies in its embrace of **public art**—creative works intentionally designed for public spaces and freely accessible to everyone. Public art includes sculptures, murals, mosaics, installations, digital works, performances, and temporary or interactive exhibitions. These artworks transform everyday spaces—parks, sidewalks, civic buildings, plazas—into places of inspiration, identity, and connection.

Public art strengthens the cultural fabric of Duncanville. It promotes inclusivity, tells our shared stories, celebrates heritage, encourages public dialogue, and brings art into daily life. Whether large or small, permanent or temporary, each piece contributes to a stronger sense of place and community pride. These projects often emerge from meaningful collaboration between artists and local residents, ensuring authenticity and relevance to our city's character.

The Armstrong Park Cultural District embodies public-private collaboration, shared leadership, and a deeply rooted community vision. It amplifies the voices of residents, supports working artists, encourages innovation, and honors the legacy that defines Duncanville. This district affirms our belief that **arts and culture are not side projects—they are catalysts for progress.**

Armstrong Park is not only where our cultural story is told—it is where Duncanville's future takes shape.

RESOLUTION NO. 2025-423

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE ESTABLISHMENT OF A CULTURAL DISTRICT IN DUNCANVILLE, AND THE ESTABLISHMENT OF A STEERING COMMITTEE, AND BOUNDARIES OF THE CULTURAL DISTRICT.

WHEREAS, the City of Duncanville recognizes the importance of establishing a cultural district to enhance community engagement, promote economic development, encourage tourism, and celebrate the arts and culture as essential components of the city's identity; and

WHEREAS, the Texas Commission on the Arts provides a framework and recommendations for the establishment and successful operation of cultural districts within the State of Texas; and

WHEREAS, the City Council of Duncanville acknowledges the need for a structured approach to develop and manage the proposed cultural district, ensuring representation from a wide array of stakeholders including City boards, commissions, staff, City Council members, business representatives, developers, state representatives, and community members;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. *Creation of the Steering Committee:*

The City of Duncanville hereby establishes the Cultural District Steering Committee to oversee the development and implementation of the cultural district in accordance with the structure recommended by the Texas Commission on the Arts.

SECTION 2. *Name and Boundaries of the Cultural District:*

- o The cultural district shall be named the Armstrong Park Cultural District.
- o The boundaries of the cultural district shall encompass as depicted in 'Exhibit A', which is attached hereto and incorporated herein, with consideration for future expansion as opportunities arise and as deemed appropriate by the Steering Committee and the Duncanville City Council.

SECTION 3. *Membership and Appointments:*

- o The Steering Committee shall consist of representatives from City boards and commissions, City staff, members of the City Council, local businesses, property developers, state representatives, and community members.

- o The City Council shall appoint a Chair. The Chair shall oversee the organization of subcommittees and coordinate the work of the Steering Committee.

SECTION 4. *Committee Responsibilities:*

- o The Steering Committee shall establish subcommittees, as recommended by the Texas Commission on the Arts, to focus on key areas of cultural district development:
 - **Organization Committee:** For governance and structural planning.
 - **Marketing Committee:** To promote and raise awareness of the cultural district.
 - **Cultural Resources Committee:** To identify and enhance existing cultural assets.
 - **Design Committee:** To plan and improve the physical and visual elements of the district.
 - **Business Development Committee:** To foster partnerships and support economic growth within the district.
- o An **Events Committee** shall also be created under the *Marketing Committee* to organize cultural events and activities.

SECTION 5. *Implementation and Reporting:*

- o The Chair, in collaboration with the Steering Committee, shall develop a detailed structure and timeline for the cultural district's establishment.
- o The Steering Committee shall provide regular updates and recommendations to the City Council on the progress of the cultural district development.

SECTION 6. *Dissolution of the Steering Committee:*

- o The Steering Committee shall remain in place until one of the following occurs:
 - The designation of the Armstrong Park Cultural District by the Texas Commission on the Arts is achieved.
 - The City Council decides to dissolve the Steering Committee at its discretion.
- o Upon the conclusion of its work, the Steering Committee may make formal recommendations to the City Council for the establishment of a permanent cultural district management entity or other organizations to continue the work of managing, sustaining, and growing the cultural district.

SECTION 7. *Community Engagement:*

The Steering Committee shall prioritize inclusive community engagement, ensuring the cultural district reflects the diverse voices and needs of the Duncanville community.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 4th day of February, 2025.

APPROVED:



Greg Contreras, Mayor

ATTEST:



Chiquita Taylor, City Secretary



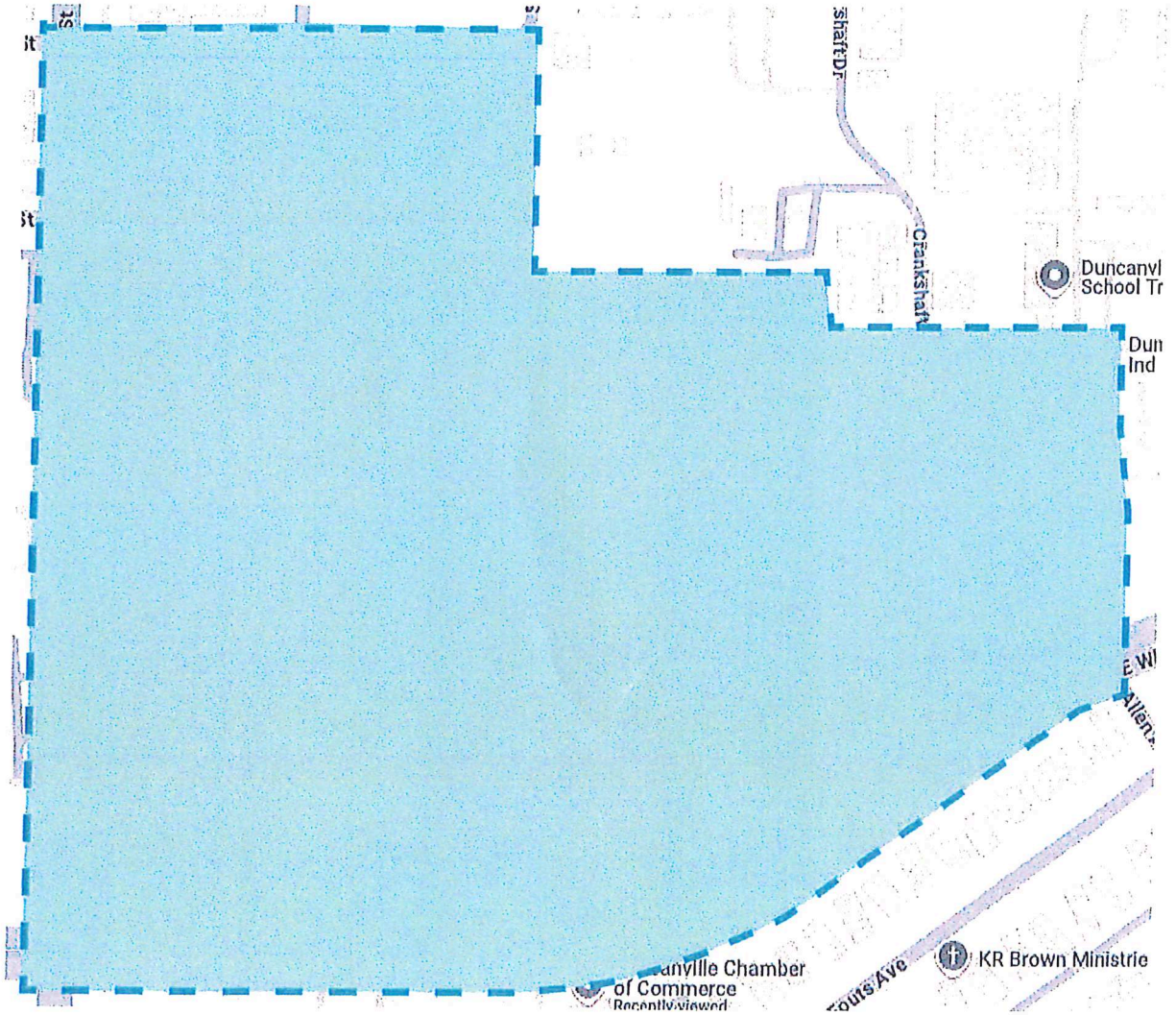
APPROVED AS TO FORM:



Robert E. Hager, City Attorney

Armstrong Park Cultural District

Duncanville, Texas



RESOLUTION NO. 2026-[NEW NUMBER]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, REVISING THE ESTABLISHMENT OF THE ARMSTRONG PARK CULTURAL DISTRICT STEERING COMMITTEE; PROVIDING FOR THE SELECTION OF SEVEN MEMBERS BY THE CITY COUNCIL; PROVIDING FOR THE SELECTION OF A CHAIRPERSON BY THE COMMITTEE; AND OUTLINING DUTIES AND TIMELINES.

WHEREAS, the City of Duncanville recognizes the importance of establishing a cultural district to enhance community engagement, promote economic development, encourage tourism, and celebrate the arts and culture as essential components of the city's identity; and

WHEREAS, the Texas Commission on the Arts (TCA) provides a framework and recommendations for the establishment and successful operation of cultural districts within the State of Texas; and

WHEREAS, the City Council previously formally created the Armstrong Park Cultural District through the adoption of Resolution No. 2025-423 on February 4, 2025, designating Armstrong Park as the geographic and symbolic core of the district, thereby completing Phase 1 of the district's creation; and

WHEREAS, the City Council acknowledges the need for a structured approach to develop and manage the proposed cultural district and desires to transition into Phase 2, which focuses on strategic planning, zoning updates, and the formation of a governing body;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. Formation and Purpose The City of Duncanville hereby activates Phase 2 of the Cultural District Plan by forming the **Cultural District Steering Committee**. The purpose of this Committee is to oversee the development, expansion, and implementation of the cultural district in accordance with the structure recommended by the Texas Commission on the Arts.

SECTION 2. Membership and Selection

- **Council Selection:** The City Council shall select and appoint **seven (7)** individuals to serve on the Steering Committee.
- **Composition:** These seven appointees shall be selected from a pool of qualified candidates representing diverse stakeholders, including City boards and commissions, City staff, members of the City Council, local businesses, property developers, state representatives, and community members.

SECTION 3. Selection of Chairperson

- **Order of Operations:** The Steering Committee shall be formed first through the appointment of the seven members by the City Council.
- **Election of Chair:** Once seated, the Steering Committee members shall select a Chairperson from among themselves. The City Council shall *not* appoint the Chair directly.

SECTION 4. Duties and Responsibilities

A. Duties of the Steering Committee The Steering Committee is charged with developing and executing the next phase of the district's evolution. Specific duties include:

1. **Strategic Planning:** Oversee expansion planning and stakeholder coordination to align with the Duncanville 2040 Comprehensive Plan.
2. **Zoning and Boundaries:** Evaluate opportunities for potential expansion and strategic zoning improvements, including the consideration of a cultural district zoning overlay.
3. **Subcommittee Formation:** Establish subcommittees as recommended by the TCA to focus on key areas, including Organization, Marketing, Cultural Resources, Design, Business Development, and Events.
4. **Nonprofit Collaboration:** Support the launch and coordination of an independent nonprofit partner to spearhead private fundraising and arts programming.

B. Duties of the Chairperson The Chairperson selected by the Committee shall be responsible for:

1. **Leadership:** Leading the long-range planning efforts necessary to expand the district's boundaries and integrate components required for state designation.
2. **Coordination:** Overseeing the organization of subcommittees and coordinating work across disciplines to ensure progress aligns with community goals.
3. **Reporting:** Developing a detailed structure and timeline for establishment and providing regular updates to the City Council.

SECTION 5. Initial Kick-Off Timeline and Phase 2 Execution The Steering Committee shall operate under the following initial timeline for Phase 2 (Strategic Planning & Formation):

- **Committee Activation:** Immediate formation of the Committee following Council selection to assume oversight of district expansion.
- **Strategic Assessment:** The Committee shall immediately begin analyzing current zoning, land use regulations, and potential boundary enhancements.
- **Stakeholder Engagement:** Facilitate public input and facilitate the alignment of district vision with the Duncanville 2040 Comprehensive Plan.
- **Nonprofit Alignment:** Coordinate with the newly emerging independent nonprofit partner to ensure sustainable funding models are established.

SECTION 6. Dissolution The Steering Committee shall remain in place until the designation of the Armstrong Park Cultural District by the Texas Commission on the Arts is achieved, or until the City Council decides to dissolve the Committee at its discretion.



STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Conduct a Public Hearing to consider a resolution approving a Chapter 380 Economic Development Incentive Agreement between the City of Duncanville and Parklane Investments, LLC d/b/a Corinth Properties for capital improvements at 918 East Highway 67, Duncanville, Texas. This agreement provides a percentage rebate of the Sales Tax Revenues generated by the development for an amount not to exceed \$150,000 or five years, whichever comes first, beginning upon the issuance of the Certificate of Occupancy for Bojangles Restaurant, to offset extraordinary public infrastructure, drainage and site development costs.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

Resilient Economic Development

STAFF RESPONSIBLE:

Marlon Goff

BACKGROUND/HISTORY:

The Duncanville Community and Economic Development Corporation (DCEDC) has engaged in discussions with Parklane Investments, LLC d/b/a Corinth Properties regarding two vacant outlot parcels at 918 East Highway 67. These properties have remained undeveloped due to site-specific constraints including drainage limitations, existing utility conditions, and challenging subsurface geology.

The proposed development includes a quick-service restaurant and a Randolph-Brooks Federal Credit Union (RBFCU) branch. RBFCU has executed an agreement to locate on the site and will make a significant private investment. The restaurant component is anticipated to generate new employment opportunities and commercial activity, but its feasibility depends on resolving extraordinary infrastructure costs related to stormwater management, utility relocation, and excavation through hard subsurface rock.

Proposed Incentive Structure

The DCEDC evaluated a performance-based economic development incentive to address development feasibility. The proposed Chapter 380 Agreement provides for a

sales tax rebate of up to \$150,000 over five years, funded by the DCEDC from its annual budget. The incentive is structured to rebate 75% of incremental sales tax growth above the 2025 baseline, paid annually following the Texas Comptroller's sales tax report.

This structure ensures the incentive is realized only if new taxable sales are generated. The investment of future sales tax revenue represents a prudent approach to incentivizing retail development and capital investment that aligns with the DCEDC's strategic goals for business attraction, job creation, and increased property and sales tax revenue.

Legal Framework

State law and City policy require the City's sales tax component to be administered through a Chapter 380 Economic Development Agreement, subject to City Council approval. The DCEDC's participation is authorized under the Development Corporation Act (Chapters 501-505, Texas Local Government Code), while the City's participation requires independent consideration under Chapter 380 of the Texas Local Government Code.

The agreement includes standard performance requirements:

- The developer must obtain and maintain a certificate of occupancy to commence the 5-Year Term.
- The development must be carried out in compliance with all City codes and applicable ordinances.
- The agreement cannot be assigned without prior written authorization by the DCEDC and City Council.
- The agreement includes termination provisions for non-performance, false documentation, or uncured defaults.

DCEDC Action

The DCEDC held a public meeting on December 15, 2025, and voted unanimously to recommend approval of the agreement, subject to City Council consideration and approval.

Previous City Council Action

This proposal was presented during the Briefing Section of the January 6, 2026, City Council Meeting for discussion and feedback.

POLICY EXPLANATION:

This use of economic development incentives as a tool to leverage private capital investment and attract retail end users, is a strategic goal and activity outlined in the FY 2025-2026 DCEDC Budget.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget
N/A

Purchase Amount
N/A

After Encumber
N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

Chapter_380_Agreement_Draft, City_Council_Resolution_Chapter_380, Key Terms-Chapter 380 Agreement, Presentation - 380 Agreement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

**ECONOMIC DEVELOPMENT
CHAPTER 380**

CHAPTER 380 ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT

This Chapter 380 Economic Development Incentive Agreement (“Agreement”) is made and entered into by and among the City of Duncanville, Texas, a Texas home-rule municipality (the “City”), the Duncanville Community and Economic Development Corporation, a Texas non-profit corporation (the “DCEDC”) acting by and through Patrick Harvey, its duly authorized DCEDC President, and Parklane Investments, LLC d/b/a Corinth Properties (the “Applicant”).

RECITALS

WHEREAS, the City has established economic development policies and guidelines pursuant to Section 380 of the Texas Local Government Code (“Chapter 380”) for the purpose of promoting local economic development and stimulating business and commercial activity; and

WHEREAS, the DCEDC was established pursuant to Texas Local Government Code Chapters 501 through 505 (the “Development Corporation Act”) to promote economic development in the City; and

WHEREAS, the Applicant has requested economic development assistance from the City and the DCEDC for improvements on property it and its affiliated entity are developing located at 918 East Highway 67, Duncanville, Texas, being Lot 2AR, Block B C.B.D., Hollywood Park Addition, hereinafter known as the "Project"; and

WHEREAS, the incentive funds shall be provided to Applicant and are to be utilized for qualified expenditures related to infrastructure redevelopment and beautification on the Project and neighboring tracts in the amount of up to One Hundred and Fifty Thousand Dollars (\$150,000.00); and

WHEREAS, the improvements shall mean infrastructure improvements related to stormwater drainage and sanitary sewer access, and other like improvements for the Project and neighboring tracts; and

WHEREAS, payment of incentive funds is conditional on the Applicant bringing the property up to compliance with all City of Duncanville codes and ordinances applicable to the Project as of the date of this Agreement (provided that, in the event that any of the requirements of Ordinance No. 2537 of the City of Duncanville, Texas (the “P.D.”) applicable to the Project contradicts the City of Duncanville codes and ordinances, the requirements of the P.D., shall control) and remaining in business for the agreed forgiveness period; and

WHEREAS, the Applicant, meets all program requirements, as further provided herein, in order to be considered for incentive grant assistance; and

WHEREAS, the City and the DCEDC have determined that providing economic development incentives to Applicant will serve the public purpose of promoting economic development, job creation, and increased tax revenue within the City; and

WHEREAS, the DCEDC shall fund and/or rebate the sales tax incentive each year from its annual budget as provided herein; and

WHEREAS, pursuant to Texas Local Government Code Chapters 501 through 505, (the Development Corporation Act), the City has determined that the request constitutes an authorized project under Chapter 380 and both the City and DCEDC are willing to provide the Applicant with economic assistance in the form of sales tax rebates as hereinafter set forth on the terms and conditions stated herein and the Applicant is willing to accept all terms and conditions stated in this Agreement; and

WHEREAS, the City and the DCEDC have determined that making economic development grants in accordance with this Agreement will further the objectives of Chapter 380 and the Development Corporation Act and will benefit the City and its residents by helping to stimulate local economic development through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I. AUTHORIZATION

1.01. The City Council of the City of Duncanville finds and determines that this Agreement is authorized and governed by Section 380 of the Texas Local Government Code ("Chapter 380"). The DCEDC's participation in this Agreement is authorized by the Development Corporation Act.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met as further set forth herein, unless otherwise terminated as provided for in this agreement; and, shall continue for a period of five (5) years from the Commencement Date (as hereinafter defined).

ARTICLE III. GRANT

3.01. **Economic Development Incentives.**

As an economic development incentive grant to assist the Applicant located at 918 East Highway 67, Duncanville, Texas, the City and the DCEDC agree to provide an incentive grant in

the amount equal to the cost of improvements to the Project, up to One Hundred and Fifty Thousand Dollars (\$150,000.00) (the “Grant Funds”), subject to the terms and conditions set forth in this Agreement. The Grant Funds will be paid in annual installment payments to Applicant as set forth in this Agreement. Payments of Grant Funds will be made if funds are available from sales tax proceeds, provided that all Covenants of Applicant (as that term is hereinafter defined) are timely met. The DCEDC shall fund and/or rebate the sales tax incentive each year from its annual budget. Nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicant shall file a written proposal and plans with the City and the DCEDC which shall provide detailed plans concerning the use of the Grant Funds to achieve the purposes recited herein.

3.03 Upon execution of this agreement, the Grant Funds will be provided to Applicant in yearly installments for payment for redevelopment and improvements as described herein.

3.04 So long as the Covenants of Applicant outlined under Article IV herein continue to be met, the Grant Funds shall be paid in installments according to the following “Schedule A”:

SCHEDULE A		
Covenant of Applicant	DCEDC’s Time of Performance	DCEDC’s Performance Requirements
Applicant or the occupant of the Project must obtain a certificate of occupancy for the Project address and meet all Covenants of Applicant at the time of DCEDC’s Time of Performance for the 2026 tax year.	DCEDC must pay Applicant not less than 30 days following issuance of report by the Texas State Comptroller’s office for sales tax collected for the 2026 tax year.	Payment of up to 75% of the amount of sales taxes collected in excess of the amount collected for the 2025 tax year for the subject property until DCEDC has reimbursed Applicant a maximum of \$150,000.00 in aggregate for the total Project.
Applicant or the occupant of the Project must maintain a certificate of occupancy for the Project address and meet Covenants of Applicant at the	DCEDC must pay Applicant not less than 30 days following issuance of report by the Texas State	Payment of up to 75% of the amount of sales taxes collected in excess

time of DCEDC's Time of Performance for the 2027 tax year.	Comptroller's office for sales tax collected for the 2027 tax year.	of the amount collected for the 2025 tax year for the subject property until DECEDC has reimbursed Applicant a maximum of \$150,000.00 in aggregate for the total Project.
Applicant or the occupant of the Project must maintain a certificate of occupancy for the Project address and meet all Covenants of Applicant at the time of DCEDC's Time of Performance for the 2028 tax year.	DCEDC must pay Applicant not less than 30 days following issuance of report by the Texas State Comptroller's office for sales tax collected for the 2028 tax year.	Payment of up to 75% of the amount of sales taxes collected in excess of the amount collected for the 2025 tax year for the subject property until DECEDC has reimbursed Applicant a maximum of \$150,000.00 in aggregate for the total Project.
Applicant or the occupant of the Project must maintain a certificate of occupancy for the Project address and meet all Covenants of Applicant at the time of DCEDC's Time of Performance for the 2029 tax year.	DCEDC must pay Applicant not less than 30 days following issuance of report by the Texas State Comptroller's office for sales tax collected for the 2029 tax year.	Payment of up to 75% of the amount of sales taxes collected in excess of the amount collected for the 2025 tax year for the subject property until DECEDC has reimbursed Applicant a maximum of \$150,000.00 in aggregate for the total Project.
Applicant or the occupant of the Project must maintain a certificate of	DCEDC must pay Applicant not less than 30	Payment of up to 75% of the amount

occupancy for the Project address and meet all Covenants of Applicant at the time of DCEDC's Time of Performance for the 2030 tax year.	days following issuance of report by the Texas State Comptroller's office for sales tax collected for the 2030 tax year.	of sales taxes collected in excess of the amount collected for the 2025 tax year for the subject property until DCEDC has reimbursed Applicant a maximum of \$150,000.00 in aggregate for the total Project.
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ARTICLE IV. COVENANTS OF APPLICANT

4.01. As a condition precedent to DCEDC's payment of installments of Grant Funds each tax year during the Term of this Agreement, the Applicant agrees to do, or to cause the occupant of the Project to do, the following (the "Covenants of Applicant"), so that the same are fulfilled on or before the time DCEDC is required to pay an installment payment of Grant Funds each tax year during the Term of this Agreement:

- (a) Cause the improvements as defined herein to be permitted and installed at the address indicated herein in compliance with the local ordinance and the P.D., provided that in the event of any disagreement between local ordinances and the P.D., the P.D. shall control; and
- (b) Provide a verified grant reimbursement request form along with original copies of the actual paid invoices for expenses within the provisions to Article III; and
- (c) ~~Intentionally deleted; and~~
- (d) ~~Intentionally deleted; and~~
- (e) Receive and maintain a certificate of occupancy for the Project; and
- (f) ~~;~~ and
- (g) ~~and~~
- (h) During the term of this Agreement, the Applicant, agrees not to knowingly employ any undocumented workers or undocumented contractors and/or subcontractors at the Project, and if convicted of a violation under 8 U.S.C Section 1324a(f) as a result of work related to the Project, the Applicant shall repay the amount of the

Commented [M1]: This is duplicative of 4.01(e)

Commented [M2]: The amount of the Grant Funds are already established.

Commented [M3]: The payment of the Grant Funds is tied to sales tax revenue, not ad valorem tax revenue.

Commented [M4]: This is duplicative of 4.01(a).

Grant Funds received within 130 business days after the date the Applicant is convicted, and upon such date this agreement shall automatically terminate.

- (i) Intentionally deleted.

Commented [M5]: This section is not applicable to the structure of this agreement since the Grant Funds are reimbursement for Applicant's expenses (they are not paid prospectively), and the first payment is not made until after the occupant of the Project is open and generating sales tax.

ARTICLE V. GENERAL PROVISIONS

5.01. **Termination and Default.** This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicant, files any false documentation concerning the application or receipt of the Grant Funds; and
- (c) By DCEDC and the Applicant, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not cured within thirty (30) days after written notice thereof by the non-breaching party; and
- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicant, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.01(d) until any proper and timely protest or contest of such taxes or fees has become final) for a period of five (5) years from the effective date; and
- (e) By DCEDC, if the Applicant suffers an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicant, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and
- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein due to non-collection of applicable sales taxes during a given taxing period. In such event, the DCEDC shall give the Applicant not less than fifteen (15) days notice of its intent to terminate; and no guarantee of payment.
- (h) _____

Commented [M6]: Termination due to default is already covered in subsection C above.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicant existence, insolvency, employment of receiver for any part of the Project and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against the Applicant and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. **Recapture Provision.** Intentionally deleted.

Commented [M7]: This remedy is not applicable in this situation. If applicant is in default, DCEDC can terminate the agreement and stop payment of the next installment. The Grant Funds are reimbursement for funds already spent by Applicant, and not prospective payment.

5.03. **Mutual Assistance.** The Applicant and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. **Representations and Warranties.** The Applicant represents and warrants to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. **Employee Hiring, Materials, and Supplies Purchased.** Although not a condition of this Agreement, the DCEDC requests that the Applicant when feasible, satisfies its needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. **Section or Other Headings.** Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. **Verification and Compliances.** The Applicant agrees to allow the DCEDC by and through its lawful representative to conduct an audit on all of the Applicant business records, documents, and agreements or other instruments, to the extent the same are related to the invoices and proof of payment submitted to the DCEDC pursuant to Section 4.01(b), and subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicant compliance with the Covenants of Applicant set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this Agreement; and
- (c) To ensure compliance with the prerequisites for paying an installment of Grant Funds; and
- (d) Intentionally deleted.

The DCEDC will provide the Applicant with at least thirty (30) days' written notice of any request for an audit and shall cooperate with the Applicant to schedule audit activities at Applicant's place of business, during its normal business hours, so as to minimize disruption of the Applicant normal business operations.

5.08. **Indemnification.** IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT'S BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR

CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THIS AGREEMENT. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. **Attorneys Fees.** In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. **Entire Agreement.** This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. **Amendment.** This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. **Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. **THE APPLICANT MAY NOT ASSIGN ALL OR ANY PART OF ITS RIGHTS AND OBLIGATIONS HEREUNDER WITHOUT PRIOR WRITTEN APPROVAL OF THE DCEDC.** DCEDC and the City acknowledge and agree that the rights of Applicant set forth in this Agreement are personal to Applicant, are not intended to be granted to any owner or occupant of the Project, and do not run with the land.

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owner: Parklane Investments, LLC, d/b/a Corinth Proj
4645 N. Central Exprssway, Suite 300
Dallas, Texas 75205
Attn: Frank Mihalopoulos

City: City of Duncanville
City Manager
203 E Wheatland Rd
Duncanville, TX 75116

DCEDC: Duncanville Community and Economic Development Corporation
Economic Development Department
203 E Wheatland Rd
Duncanville, TX 75116

With a copy to:

Norton J. Holmes & Associates, P.C.
3000 Texas Commerce Tower
600 Travis Street
Houston, Texas 77002

5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create a partnership or joint venture between the parties.

5.19. **Boycott Israel, Boycott Energy Companies, and Prohibition of Discrimination Against Firearm Entities and Firearm Trade Associations.**

- (a) Contractor verifies that it does not Boycott Israel and agrees that during the term of the Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of this Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.

- (d) This section does not apply if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Contractor has ten (10) or more fulltime employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

5.20. **Approval by the City of Duncanville, Texas.** This Agreement was approved by the City Council at its meeting on _____.

**PARKLANE INVESTMENTS, LLC d/b/a CORINTH PROPERTIES
JOHN DICKEY, AUTHORIZED SIGNATOR**

Date: _____, 2026

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

By: Patrick Harvey
Its: Board President
Date: _____, 2026

CITY OF DUNCANVILLE

By: Richard Abernethy
Its: Interim City Manager
Date: _____, 2026

Corinth Properties Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared John Dickey, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized to execute the foregoing instrument on behalf of Parklane Investments, LLC d/b/a Corinth Properties for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared Patrick Harvey, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

City of Duncanville Acknowledgement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared Richard Abernethy, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Interim City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2026.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

RESOLUTION NO. 2026-__-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS APPROVING A CHAPTER 380 ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT AMONG THE CITY, THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION, AND PARKLANE INVESTMENTS, LLC d/b/a CORINTH PROPERTIES FOR CERTAIN IMPROVEMENTS AT 918 EAST HIGHWAY 67, DUNCANVILLE, TEXAS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR NON-SUBSTANTIVE CHANGES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville ("City") is a Texas home-rule municipality authorized under Section 380 of the Texas Local Government Code ("Chapter 380") to establish and provide economic development programs designed to promote local economic development and stimulate business and commercial activity within the City; and

WHEREAS, the Duncanville Community and Economic Development Corporation ("DCEDC") is a Type B economic development corporation created pursuant to Chapters 501-505 of the Texas Local Government Code (the "Development Corporation Act") for the purpose of promoting and assisting economic development within the City; and

WHEREAS, Parklane Investments, LLC d/b/a Corinth Properties ("Applicant") is undertaking redevelopment activities at property located at 918 East Highway 67, Duncanville, Texas (the "Project"), including certain infrastructure improvements such as stormwater drainage, sanitary sewer access, and related enhancements that support redevelopment and site readiness; and

WHEREAS, the Applicant has requested economic development assistance to support qualified public infrastructure improvements that meet the requirements of Chapter 380, the DCEDC's adopted Incentive Policies and Guidelines, and the Development Corporation Act; and

WHEREAS, the City Council and the DCEDC Board of Directors find that providing an economic development incentive grant of up to \$150,000, funded and/or rebated by the DCEDC from its annual budget through annual installments based on up to 75% of incremental sales tax revenues above the 2025 base year, promotes the public purposes of Chapter 380 and the Development Corporation Act by encouraging redevelopment investment, improving commercial property conditions, enhancing economic vitality, and increasing potential sales and property tax revenues; and

WHEREAS, the City Council and the DCEDC Board have reviewed the proposed Chapter 380 Economic Development Incentive Agreement (the "Agreement"), and find it to be consistent with Chapter 380, the Development Corporation Act, City and DCEDC objectives, and the best interests of the community; and

WHEREAS, the City Council and DCEDC Board desire to approve the Agreement subject to non-substantive changes as may be approved by the City Manager and legal counsel.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS:

SECTION 1. The City Council hereby approves the Chapter 380 Economic Development Incentive Agreement among the City, the DCEDC, and Parklane Investments, LLC d/b/a Corinth Properties for improvements at 918 East Highway 67, Duncanville, Texas, in an amount not to exceed \$150,000, to be funded and/or rebated by the DCEDC from its annual budget, substantially in the form presented to the City Council this date.

SECTION 2. The City Manager is hereby authorized to execute the Agreement on behalf of the City, together with any related documents, subject to non-substantive changes approved by the City Manager and legal counsel.

SECTION 3. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED by the City Council of the City of Duncanville, Texas, this _____ day of _____, 2026.

Greg Contreras, Mayor

ATTEST:

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

City Attorney

CHAPTER 380 AGREEMENT SUMMARY

PARTIES

- Applicant: Parklane Investments, LLC d/b/a Corinth Properties
- City: City of Duncanville, Texas
- DCEDC: Duncanville Community and Economic Development Corporation

PROJECT LOCATION

- 918 East Highway 67, Duncanville, Texas
- Lot 2AR, Block B C.B.D., Hollywood Park Addition

LEGAL AUTHORIZATION

- Chapter 380, Texas Local Government Code
- Development Corporation Act (Chapters 501-505, Texas Local Government Code)

INCENTIVE AMOUNT & PAYMENT STRUCTURE

- Total Grant Rebate: Up to \$150,000.00
- Funding Source: DCEDC annual budget (sales tax proceeds)
- Payment Method: Annual installments based on sales tax rebate (75% of incremental sales tax growth above 2025 baseline)
- Payment Timing: Within 30 days following Texas Comptroller's annual sales tax report

ELIGIBLE USES

- Infrastructure improvements (stormwater drainage, sanitary sewer access)
- Redevelopment and beautification for the Project and neighboring tracts

TERM

- Duration: 5 years from certificate of occupancy issuance (Commencement Date)
- Payment Years: 2026, 2027, 2028, 2029, 2030 tax years

APPLICANT OBLIGATIONS

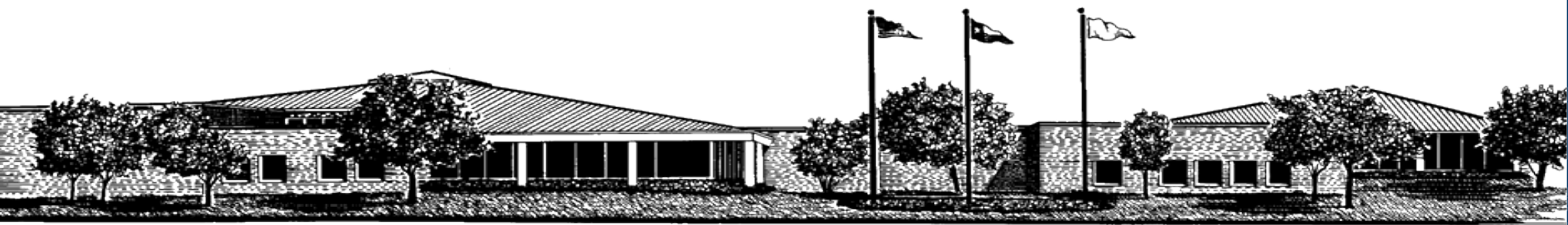
- Obtain and maintain certificate of occupancy for the Project
- Bring property into compliance with all City codes and Ordinance No. 2537 (P.D.)
- Submit verified grant reimbursement requests with paid invoices
- Install improvements in compliance with local ordinances and P.D.
- Comply with employment verification requirements (no undocumented workers)

TERMINATION PROVISIONS

- Agreement by all parties
- False documentation by Applicant
- Uncured default after 30-day notice
- Delinquent taxes/fees (5-year period from effective date)
- Bankruptcy or insolvency of Applicant
- Insufficient DCEDC funding from sales tax collections

OTHER KEY TERMS

- Rights are personal to Applicant and do not run with the land
- Assignment of this agreement requires prior written approval from DCEDC
- DCEDC may audit Applicant's records with 30-day notice
- Amendments require signatures from Applicant, DCEDC, and City



PUBLIC HEARING FOR PROPOSED CHAPTER 380 AGREEMENT W/ PARKLANE INVESTMENTS LLC D/B/A CORINTH PROPERTIES FOR DEVELOPMENT LOCATED AT 918 E. HIGHWAY 67

FEBRUARY 3, 2026

MARLON GOFF, INTERIM DIRECTOR

ECONOMIC DEVELOPMENT

We are building a vibrant, inclusive community, driven by a commitment
to democratic principles and service above self

Project Overview

Project Location:

- US-67 HWY Service Rd Near Cockrell Hill Exit.

Proposed Uses:

- Quick-service restaurant (Bojangles)
- Randolph-Brooks Federal Credit Union (RBFCU)

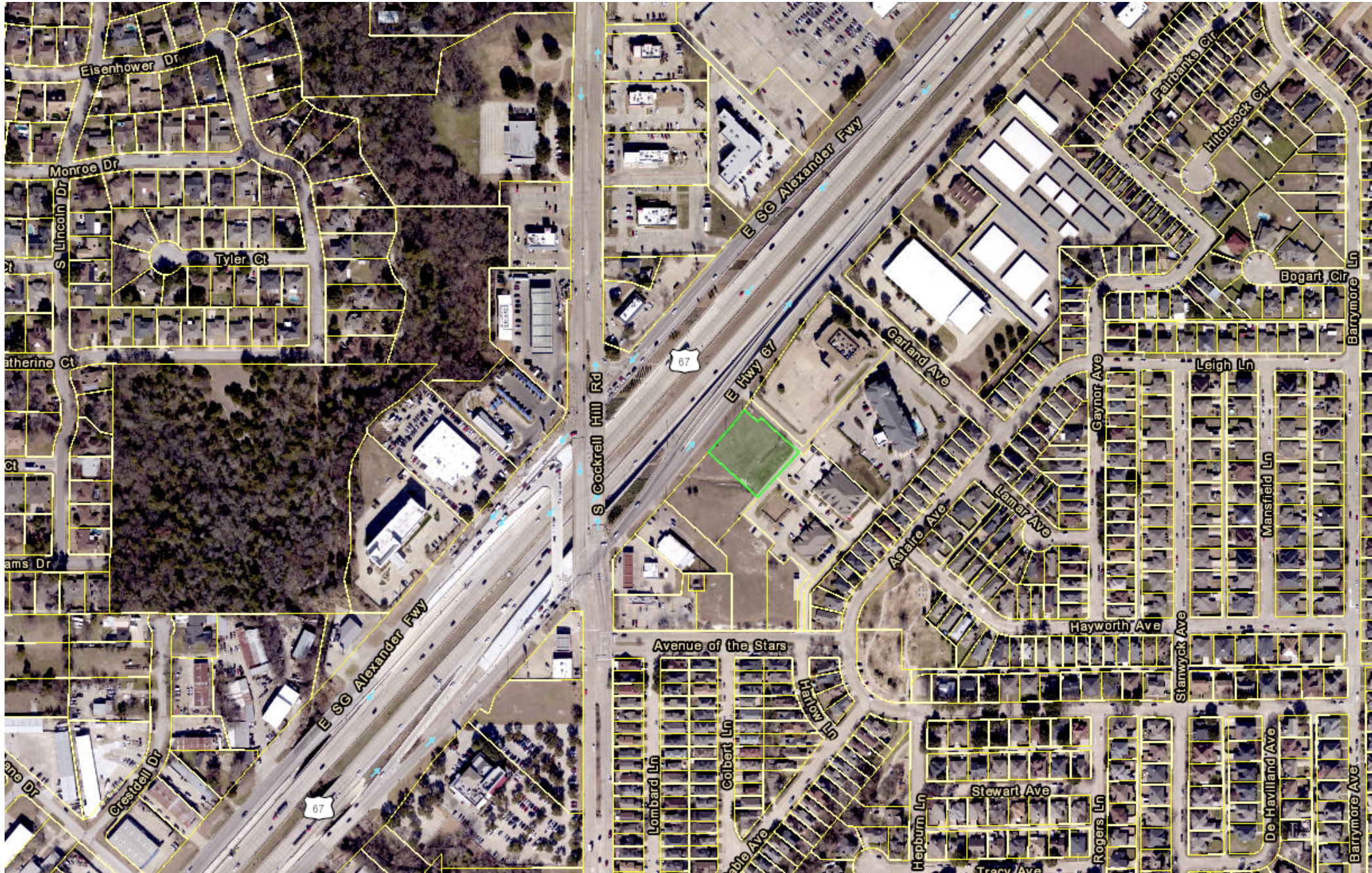
Project Status:

- RBFCU: under agreement
- Bojangles: pending, contingent on agreement approval

Request:

- Chapter 380 agreement to rebate 75% of new sales tax revenue generated by this development for a period of 5-years or \$150k **whichever occurs first.**

Site Location – 918 E. Highway 67



Site Conditions & Development Challenges

Infrastructure Constraints:

- Existing stormwater and sanitary sewer limitations
- Requirements to capture and redirect drainage infrastructure

Geotechnical Conditions:

- Hard sedimentary rock approximately 3 feet below grade
- Rock extends across the entire site
- Requires **specialized** excavation **equipment** and labor

Cost Impact:

- Estimated \$250,000 **additional excavation costs** to remove rock
- Creates feasibility challenges for restaurant development

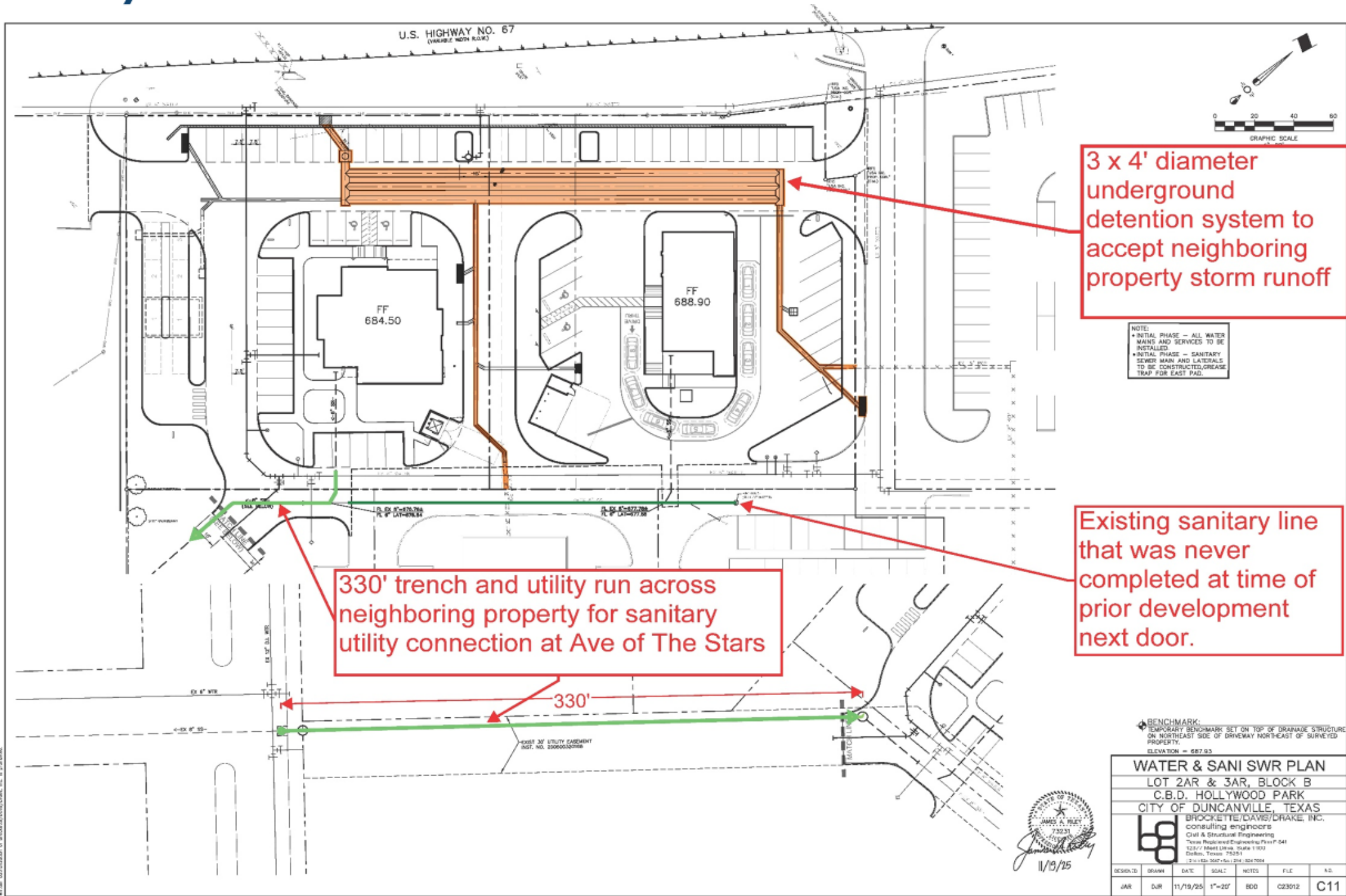
Why is an Incentive Being Requested?

- These site conditions materially increase development costs.
- Incentive **helps bridge the feasibility gap** and keep the restaurant deal viable.

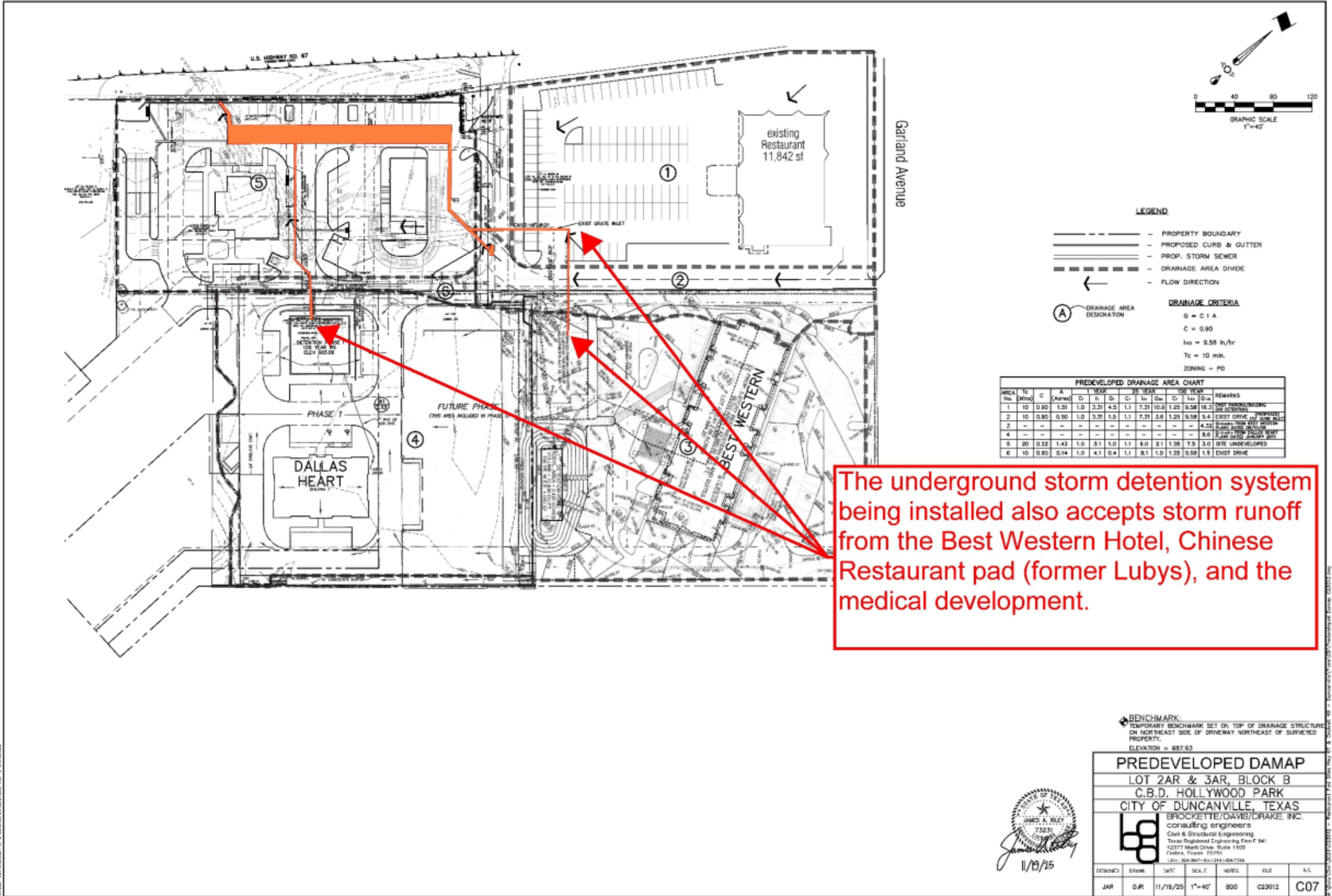
Current Site Conditions



Utility Plan



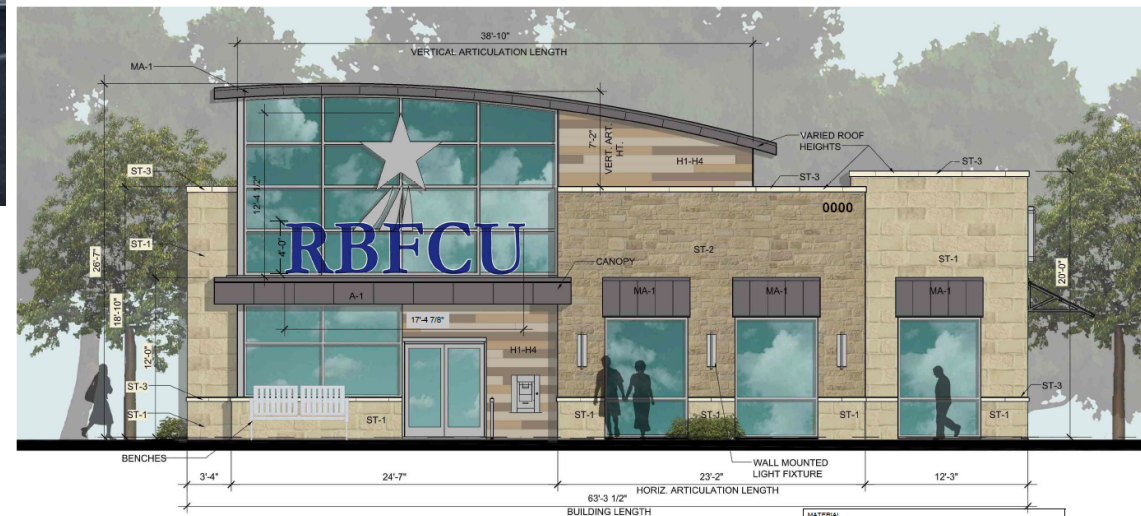
Utility Plan



The underground storm detention system being installed also accepts storm runoff from the Best Western Hotel, Chinese Restaurant pad (former Lubys), and the medical development.

Copyright 2025, Brackette/Davis/Drake, Inc. All Rights Reserved. This drawing is the property of Brackette/Davis/Drake, Inc. and is not to be used, copied, or reproduced in any form without the written permission of Brackette/Davis/Drake, Inc.

Conceptual Building Elevations



MATERIAL:	STONE ST-1: CORDOVA CREAM, HONEY, RUNNING BOND
	STONE ST-2: LEUDERS WALNUT LIMESTONE, ROUGH CUT, RANDOM ASHLAR
	STONE ST-3: CAST STONE, BUFF COLOR
	P-2: (3) PROCESS STUDIOS, PAINTED
	H4 TO H4: HARD PLANK, PAINTED
	TOTAL MASONRY
A-1:	PREFINISHED COMPOSITE ALUMINUM PANELS, CLEAR ANODIZED
MA-1:	STANDING SEAM METAL ROOF, LEADCOATE
	METAL LOUVERS PAINTED TO MATCH H4



RBFCU Duncanville Branch
Entrance Elevation

SCALE: 3/16" = 1'-0"

10-07-2024

cmp chesneymoralespartners, inc.
architecture | interior design
4901 Broadway, Suite 250 | San Antonio, Texas 78209
210.828.9481 | TBAE Firm BR1010
Celebrating over 47 years of excellence 1977-2024



Private Investment & Job Creation

Public Infrastructure Investment:

- Over \$1M in civil and infrastructure improvements

RBFCU Investment:

- Approximately \$3.5M facility investment
- Approximately 10 full-time employees
- Strong track record of community reinvestment

Restaurant Investment (Bojangles)

- Over \$2M in building and finish out
- Approximately 30-40 employees

Economic & Community Impact

Sales Forecast:

- Estimated \$3M in annual restaurant sales.

Jobs & Workforce

- 30+ combined permanent jobs
- FT/PT and management positions

Community Benefits:

- Activation of undeveloped vacant parcels
- Complementary impact to adjacent land users, including Empire Buffett Restaurant and Best Western Hotel

Corporate Citizenship:

- Restaurant operator supports children's literacy, adult education, and veterans' charities

Agreement Overview

Type of Incentive:

- Chapter 380 Sales Tax Rebate

Structure:

- 75% of the City sales tax is generated by the restaurant
- Term: Five (5) years
- Begins upon issuance of Certificate of Occupancy

Key Safeguards:

- Incentive tied solely to restaurant performance
- No upfront payment
- No obligation if sales do not materialize

Purpose:

- Offset extraordinary site and infrastructure costs
- Support the feasibility of restaurant development

Project Status & Next Steps

Next Steps:

- Final consideration & approval by DCEDC (*February 2026*)
- Submission of civil plans once comments are received
- Finalization of restaurant agreement

Estimated Timeline:

- Civil work: 4 months after permits are issued
- Vertical construction: 6 months

THANK YOU

Any questions? Discussion.





STAFF REPORT

MEETING: City Council - February 3, 2026

TITLE:

Conduct a public hearing for consideration and action regarding ZONE-2025-0004 C request of Caroline Rosendall (owner) and Ruth Carlson (applicant) for a Specific Use Permit (SUP) to allow for Temporary Workforce Housing in a residential neighborhood on real property located at 710 Markwood Drive, legally described as Block 16, Lot 25, Irwin Keasler Development Red Bird No. 4 Addition, City of Duncanville, Dallas County, Texas.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

LaSheyla Jones

BACKGROUND/HISTORY:

Specific Use Permit (SUP) request to allow Temporary Workforce Housing in a residential neighborhood

POLICY EXPLANATION:

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

710 Markwood Staff Report COUNCIL

STAFF REPORT

To: City Council
From: LaSheyla Jones, Assistant Director of Planning
Date: January 15, 2026
RE: Specific Use Permit (SUP) Request| 710 Markwood Drive
ZONE-2025-00004
Applicant: Ruth Carlson| Applicant
Caroline Rosendall | Owner

REQUEST: The applicant is requesting a Specific Use Permit (SUP) to operate a Temporary Workforce Housing (TWH) property in a residential neighborhood.

LOCATION: 710 Markwood Drive, Duncanville, TX

EXISTING ZONING: Single Family Residential District 10 (SF-10)

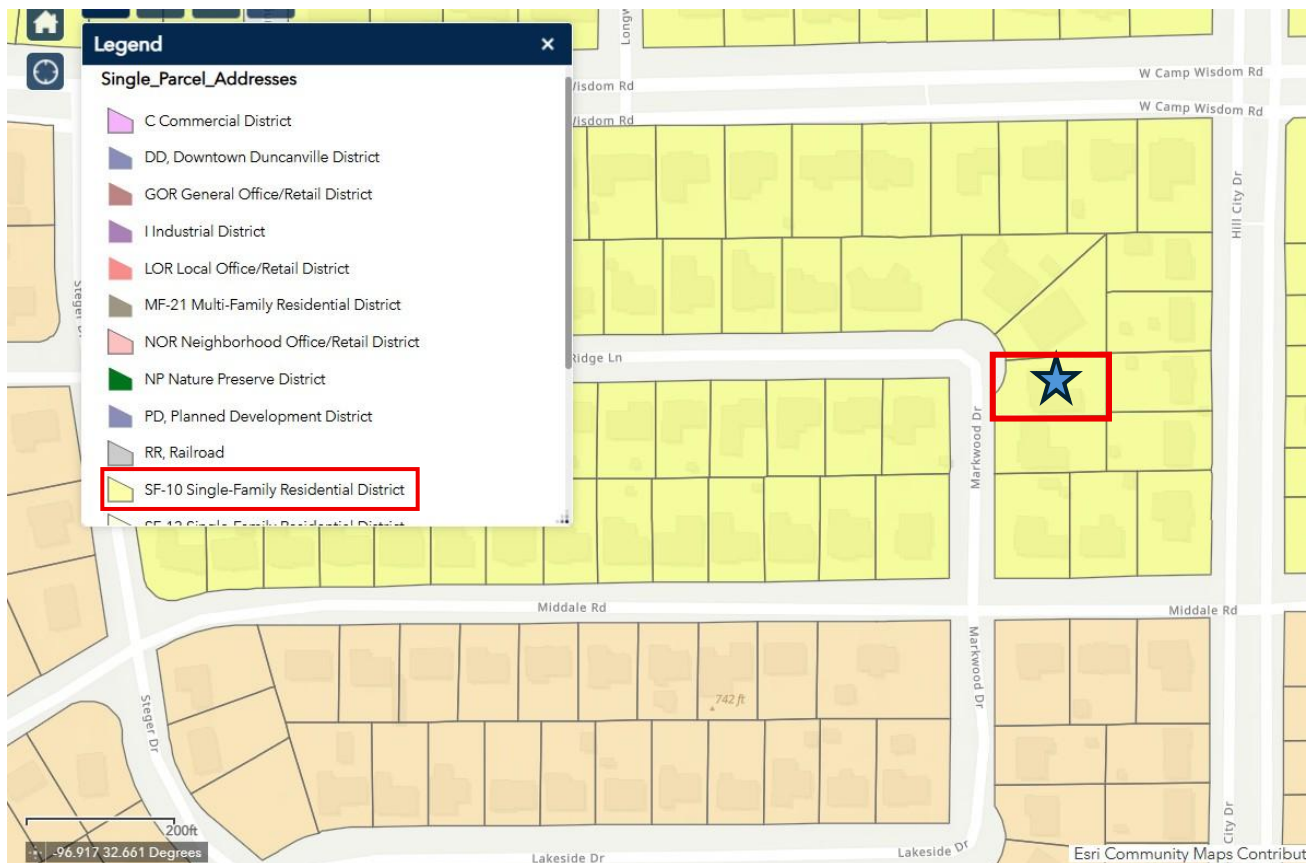
PROPOSED ZONING: Single Family Residential District 10 (SF-10) with a Specific Use Permit (SUP)

FUTURE LAND USE DESIGNATION: Traditional Neighborhood Residential District

PROJECT SUMMARY:

The applicant is requesting approval of a Specific Use Permit (SUP) to operate a Temporary Workforce Housing (TWH) at a home located in a residentially zoned neighborhood.

The primary purpose of the SUP is to review the site plan and operations of the Temporary Workforce Housing.



Subject Property 

Figure 1. Zoning Map



203 E Wheatland Rd.
Duncanville, TX 75116
(972) 780-5000

ZONING DISTRICT DESCRIPTION:

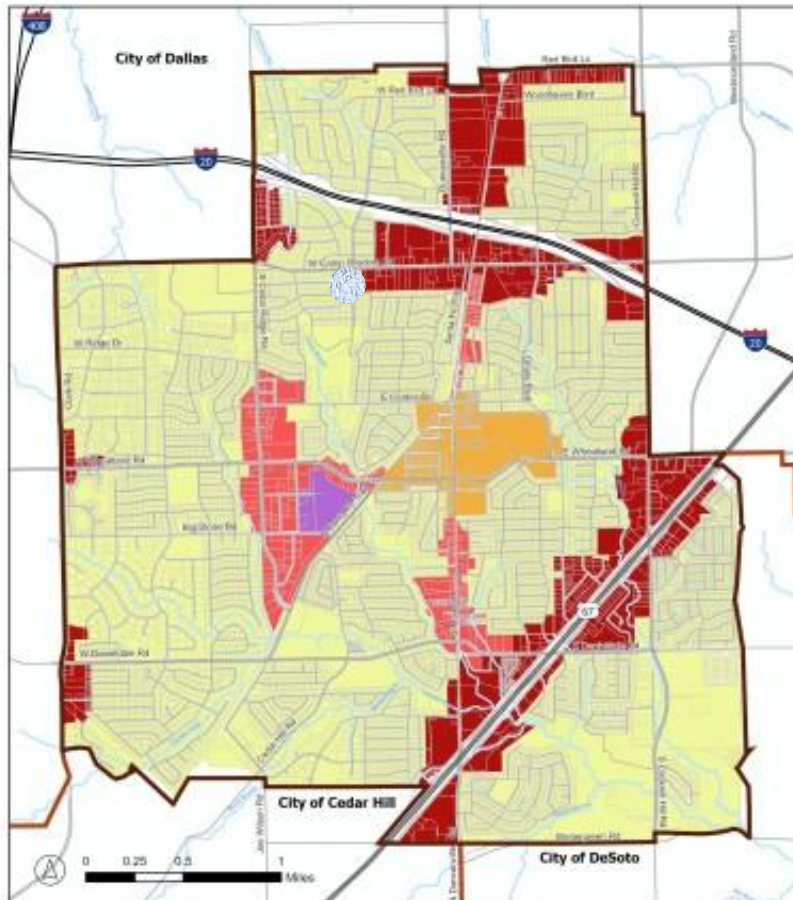
Single Family Residential District 10 (SF-10) is intended primarily for suburban style single-family dwellings and related recreational and educational facilities normally required to provide an orderly and attractive residential area. Civic institutions may be appropriate if compatible in size and operation with the surrounding residential areas.

This district is intended to be defined and protected from the encroachment of uses that are not appropriate to a residential environment. Internal stability, attractiveness, order, and efficiency are encouraged by providing for adequate light, air, and open space for dwellings and related facilities and through consideration of the proper functional relationship of the different uses.

Figure 2: Future Land Use Map

»» **Future Land Use Map**

TX Loc Govt Code § 213.005 (2024):
A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



- Legend**
-  City of Duncanville
 -  Municipal Boundaries
 -  Hydrography
 -  Traditional Neighborhood Residential
 -  Gateway Corridor
 -  Main Street
 -  Downtown
 -  Industrial

Subject Property 

Figure 2. Future Land Use Map

FUTURE LAND USE DESCRIPTION:

Traditional Neighborhood Residential District future development within this character area should reinforce community connectivity through neighborhood-scale infrastructure in residential areas in the City. Vibrant neighborhoods should offer a mixture of housing types and small-scale mixed-use neighborhood commercial areas coupled with green spaces and recreational amenities to promote social connectivity and community health.

Future development in these areas should be carefully considered to ensure they align with existing uses and add to the general character and vitality of the neighborhoods.

USE DEFINITIONS:

Article VII Section 7.02.B Accessory and Incidental Uses

Temporary Workforce Housing: a residential unit offered for rental to guests for residential purposes for a temporary work assignment/contract or to attend vocational or occupational training for a period of more than thirty (30) nights but less than six (6) months. Such rentals may include a shared room, a single room, or the entire dwelling unit. These uses are conducted by the homeowner or tenant, not by a hotel or other business.

SURROUNDING ZONING AND DEVELOPMENT:

- **NORTH:** Single Family Residential 10 (SF-10)
 - Single family residential subdivision, Irwin Keasler Development Red Bird No. 4
- **EAST:** Single Family Residential 10 (SF-10)
 - Single family residential subdivision, Irwin Keasler Development Red Bird No. 4
- **SOUTH:** Single Family Residential 10 (SF-10)
 - Single family residential subdivision, Irwin Keasler Development Red Bird No. 4
- **WEST:** Single Family Residential 10 (SF-10)
 - Single family residential subdivision, Irwin Keasler Development Red Bird No. 4

STAFF REVIEW:

The Specific Use Permit (SUP) request is to allow for the operation of Temporary Workforce Housing (TWH) in a residential zoning district. The land use chart states that the TWH use requires an SUP in all single family residential zoning districts. Currently, the applicant operate and owns three (3) other TWH properties in the City of Duncanville. These properties are located at: 103 South Capri Drive, 822 Sherrill Boulevard, and 360 Linklea Drive. All of these properties are in single family residential zoning districts and have been approved for separate SUPs in 2024. The previously approved SUPs were all set with a ten (10) year renewal timeframe.

By City definition, any TWH properties can only be rented out by a landlord or homeowner of the subject property. Based on staff findings, the home's operation plans to have five (5) people that can stay up to six (6) months or as little as 30 days based on their work arrangement/assignment. There are five (5) parking spaces available on-site; two in the garage and three spaces on the concrete slab. Due to the nature of the property being temporary, tenants have the option to leave or renew their lease to align with their work arrangement.

These properties are regulated and inspected by the City's rental inspector for compliance on an annual or semi-annual basis. The inspection cycle is determined by the Permitting and Inspections department. Additionally, these properties are required to participate in the City's rental registration program and pay any related fees.

SITE PLAN:

The site plan submitted by the applicant specifically addresses the proposed use of the home as a Temporary Workforce Housing (TWH) site. The site plan illustrates how the proposed use will operate on-site within the context of the neighborhood.

KEY FEATURES OF AN SUP:

a. The proposed use is consistent and compatible with the adjacent land use and zoning.

The proposed use is consistent and compatible with the adjacent land uses and zoning. Staff concludes that the proposed use of Temporary Workforce Housing (TWH) does not conflict with the surrounding land uses or the character of the neighborhood. The requested SUP is the minimum mechanism necessary to authorize the proposed uses under current zoning regulations.

b. The proposed use is consistent with the architecture and characteristics of the adjacent properties.

Staff finds that the proposed use meets the architectural characteristics and elements of the adjacent properties.

- c. The proposed use may promote innovative use of modern development concepts, without having an adverse impact on adjacent properties.**

Staff finds that the proposed use follows the development standards set forth in the City of Duncanville Zoning Ordinance and does not foresee an adverse impact on adjacent properties.

- d. The proposed use is consistent with the goals and objectives of the City.**

The proposed use is consistent with the goals and objectives of the City of Duncanville.

- e. The proposed use is an enhancement or improvement beyond the minimum standards set forth by the Zoning Ordinance.**

Staff finds that the proposed use meets the minimum standards set forth by the zoning ordinance.

- f. The proposed use will not be detrimental to the general health, safety, and welfare of the community.**

The proposed use should not be detrimental to the general health, safety, and welfare of the community.

- g. The proposed use would stabilize and improve property values within the City.**

Staff cannot prove or disprove that the proposed use would stabilize and improve property values within the City.

- h. The proposed use would protect and enhance the City's attractiveness to residents, businesses, tourists, and visitors.**

Staff cannot speak to how the proposed use would protect and enhance the City's attractiveness to residents, businesses, tourists, and visitors.

- i. The proposed use would strengthen and help diversify the economy of the City.**



203 E Wheatland Rd.
Duncanville, TX 75116
(972) 780-5000

Staff cannot speak to how the proposed use would strengthen and help diversify the economy of the City.

PUBLIC INPUT:

Staff mailed out 20 notices. At the time of preparation of this report staff has not received any letters in support or opposition to the proposed SUP request.

STAFF RECOMMENDATION:

Approve. Staff recommends approval of the SUP to expire in ten (10) years from the City Council approval date. Planning & Zoning Commission recommended approval during the January 12, 2026 meeting with a 4-0 vote.

FIGURES:

Figure 1: Zoning Map

Figure 2: Future Land Use Map

ATTACHMENTS:

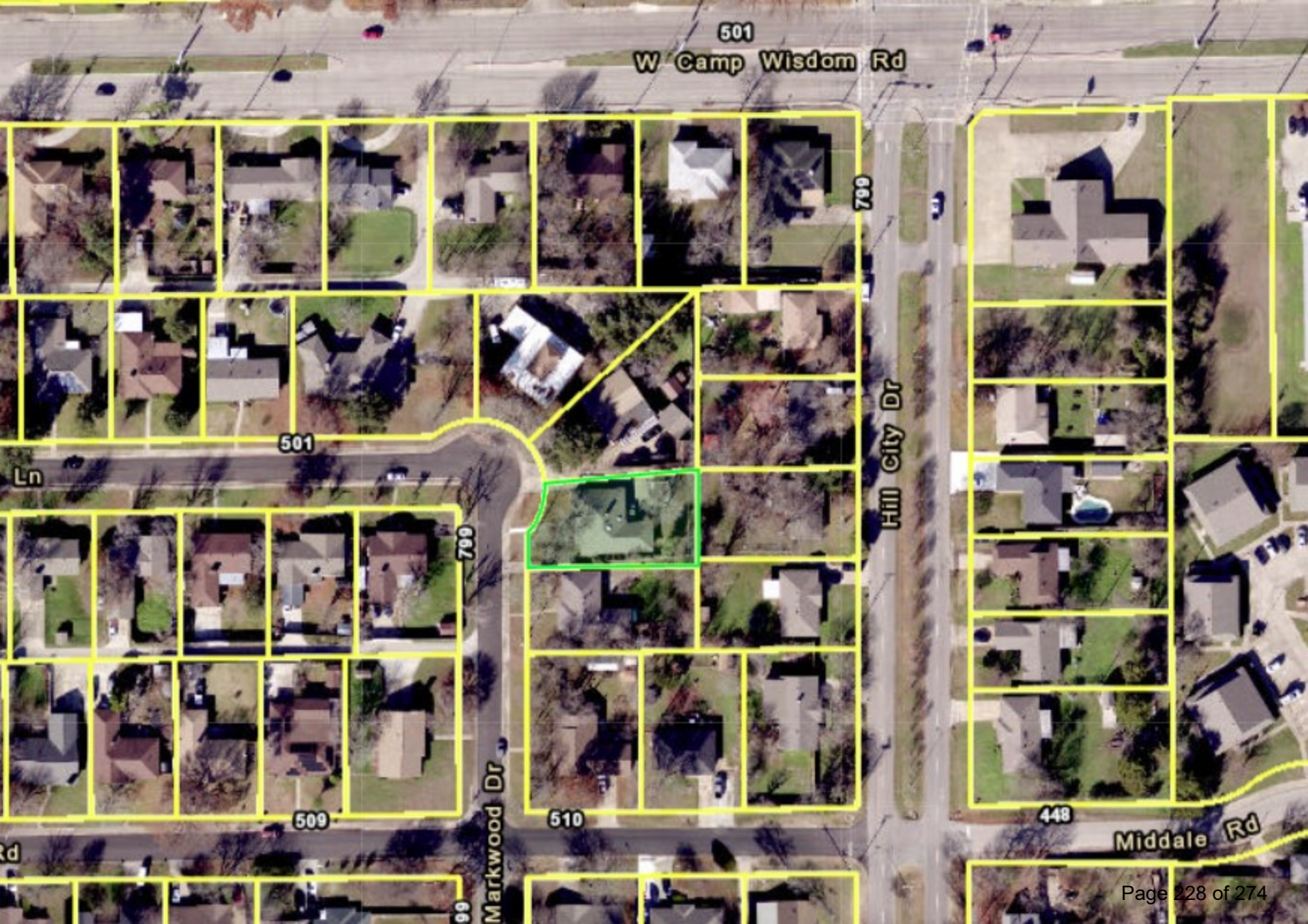
Attachment 1: Property Aerial

Attachment 2: Temporary Workforce Housing Ordinance No. 2487

Attachment 3: Floor Plan

Attachment 4: Site Plan

Attachment 5: Map of properties within 200 ft.



501
W Camp Wisdom Rd

700

501

Ln

700

Hill City Dr

509

Markwood Dr

510

448

Middle Rd

ORDINANCE NO. 2487

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, AS HERETOFORE AMENDED, BY AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A, ARTICLE III, SECTION 3.03, RESIDENTIAL USES, ACCESSORY AND INCIDENTAL USES TO ADD THE LAND USE TEMPORARY WORKFORCE HOUSING; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and City Council of the City of Duncanville, in compliance with state laws with reference to amending the Code of Ordinances by amending Appendix A, Comprehensive Zoning Ordinance, by adopting an amendment to Article III, Section 3.03, Recreational and Entertainment Uses, to add the land use Workforce Housing.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. That the Comprehensive Zoning Ordinance of the City of Duncanville, Texas, as heretofore amended, by amending the Code of Ordinances, Appendix A, Article III, Section 3.03, Recreational and Entertainment Uses is hereby amended by adding the land use Workforce Housing to hereinafter read as follows:

“Appendix A, Zoning Ordinance

.....
Article III – Land Uses
.....

Sec. 3.03. Permitted Use Chart

Land Use	SF-43	SF-13	SF-10	SF-7	TF-7	MF14	MF21	Add'l Regs. #
Residential Uses									
.....									
Accessory and Incidental Uses									
Short-Term Rental	o	o	o	o	o	o	o		
.....									
Temporary Workforce Housing	o	o	o	o					3.04.B8A

Wind Energy Turbine”	○	○	○	○	○	○	○		
----------------------------------	---	---	---	---	---	---	---	--	--

SECTION 2. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Appendix A – Zoning Ordinance, Article VII ‘Definitions’, Section 7.02. ‘Land use terms’ by adding subsection H, to hereinafter read as follows:

“Appendix A – ZONING ORDINANCE

Article I. General Provisions

.....

Article VII. – Definitions

Sec. 7.01. – General

Sec. 7.02. – Land Use Terms.

The following terms are the land use types that correspond to Section 3.03. Permitted Use Chart.

A. Residential uses
.....

B. Accessory and Incidental Uses.

Temporary Workforce Housing, a residential unit offered for rental to guests for residential purposes for a temporary work assignment/contract or to attend vocational or occupational training for a period of more than thirty (30) nights but less than six (6) months. Such rentals may include a shared room, a single room, or the entire dwelling unit. These uses are conducted by the homeowner or tenant, not by a hotel or other business.

SECTION 3. That said accessory use shall be used, developed, and maintained only in the manner and for the purposes provided for this Ordinance, Comprehensive Zoning Ordinance of the City of Duncanville, as heretofore amended, and in conformance with this Ordinance.

SECTION 4. That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 5. That all provisions of the Ordinance of the City of Duncanville in conflict with provisions of this Ordinance be, and same are hereby repealed, and all other provisions of the ordinances of the City of Duncanville not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 6. That the above-described property shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City of Duncanville, as amended herein by the granting of this planned development.

SECTION 7. That any person, firm or corporation violating any of the provisions or terms of this Ordinance or of the Comprehensive Zoning Ordinance as amended hereby shall be deemed guilty of a misdemeanor, and subject to the same penalty as provided for in the Comprehensive Zoning Ordinance, and upon conviction shall be punished by fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall constitute a separate offense.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and the publication of the caption of said Ordinance, as the law in such cases provides.

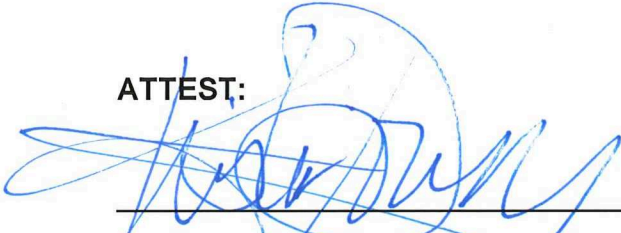
NOW THEREFORE BE IT ORDAINED by the City Council of the City of Duncanville, Texas, on the 1st day of August, 2023.

APPROVED:



Barry L. Gordon, Mayor

ATTEST:

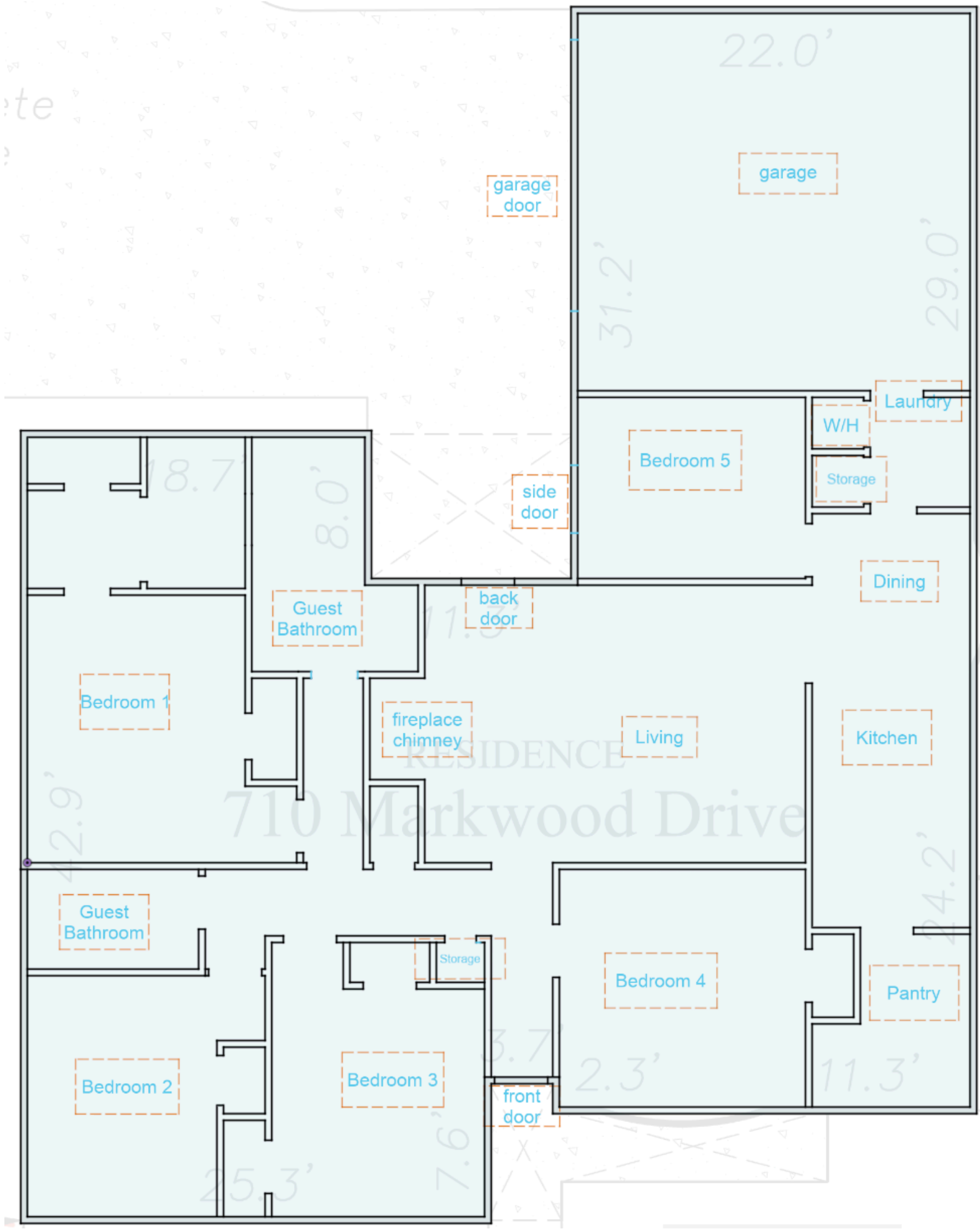


Kristin Downs, Interim City Secretary

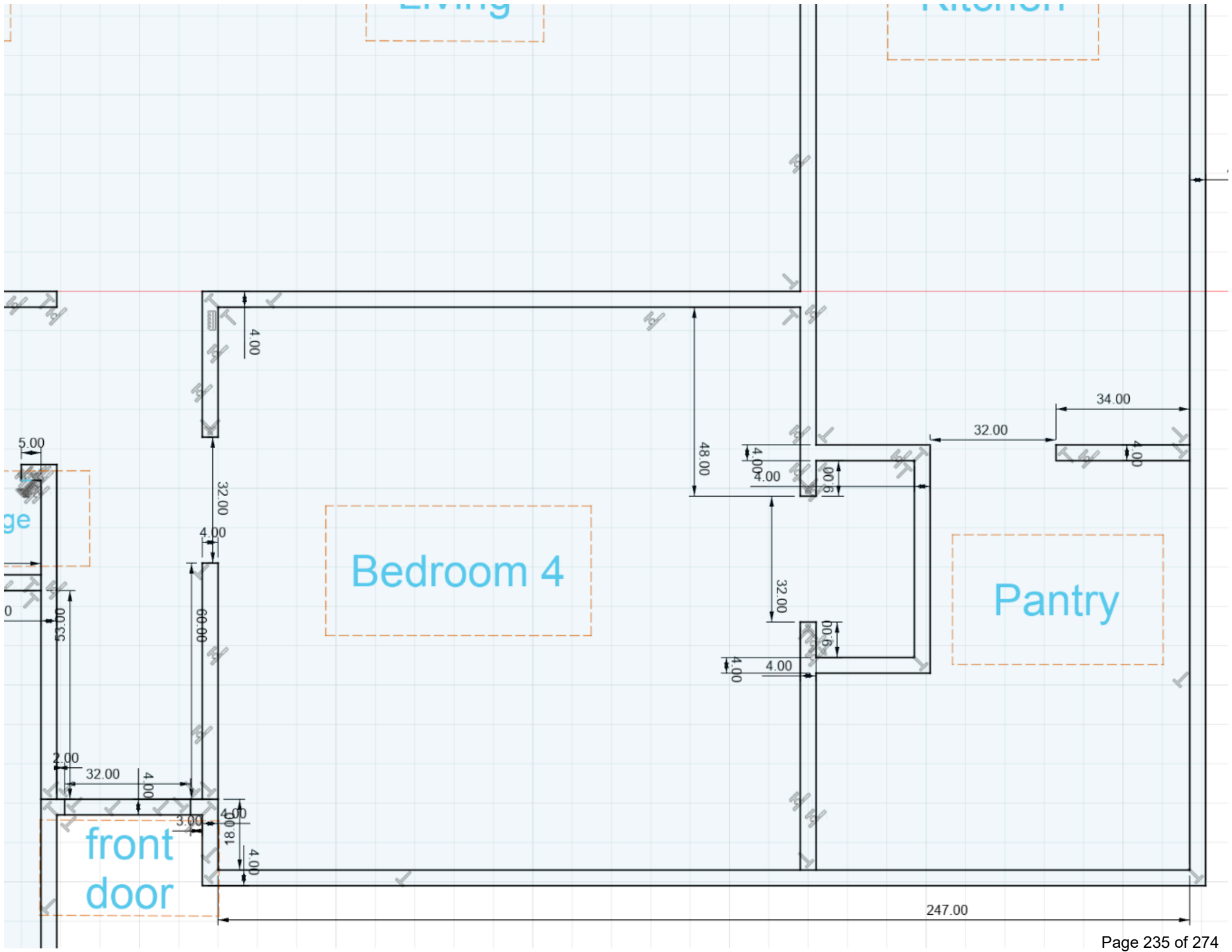
APPROVED AS TO FORM:

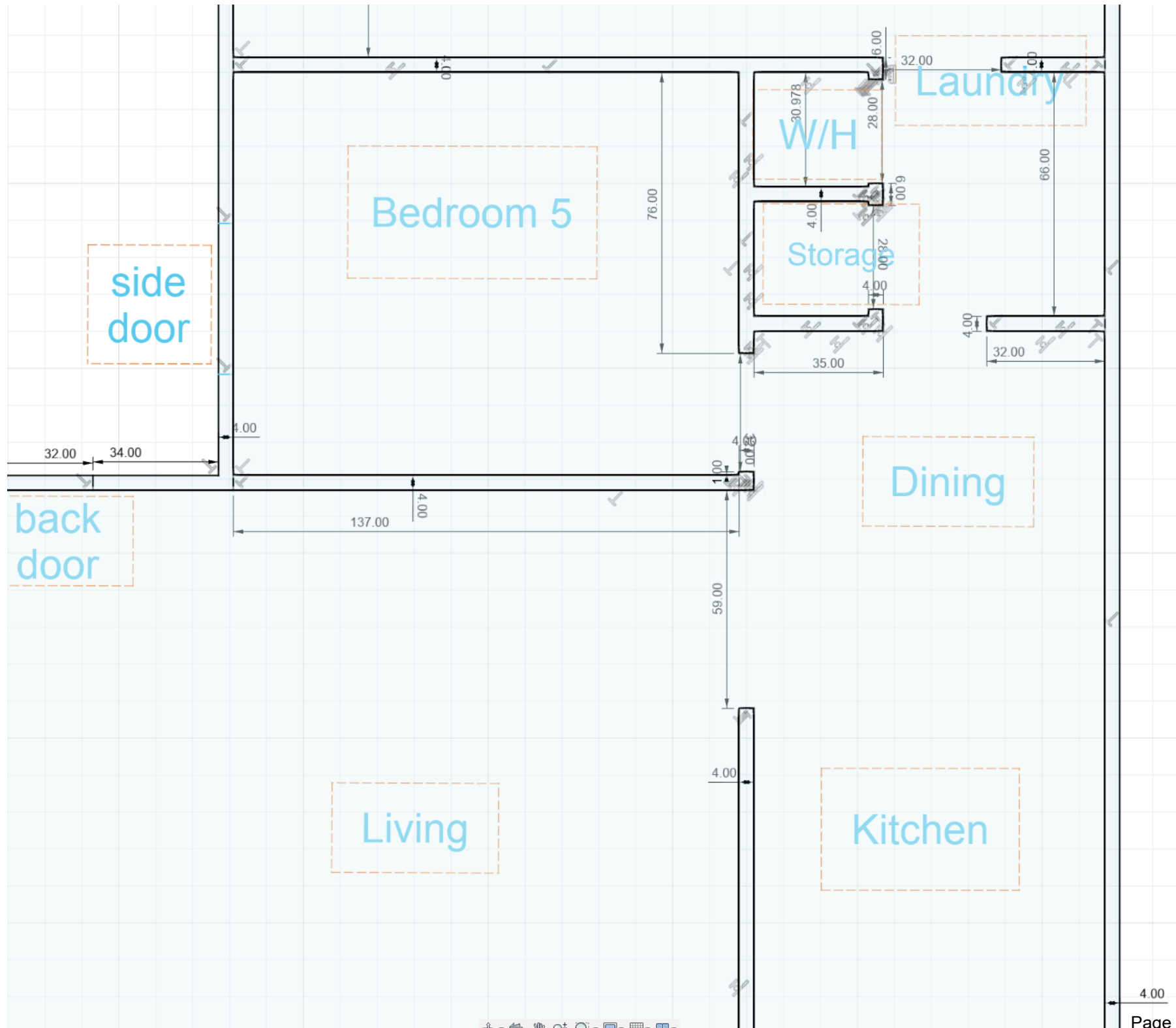


Robert E. Hager, City Attorney



RESIDENCE
710 Markwood Drive





garage door

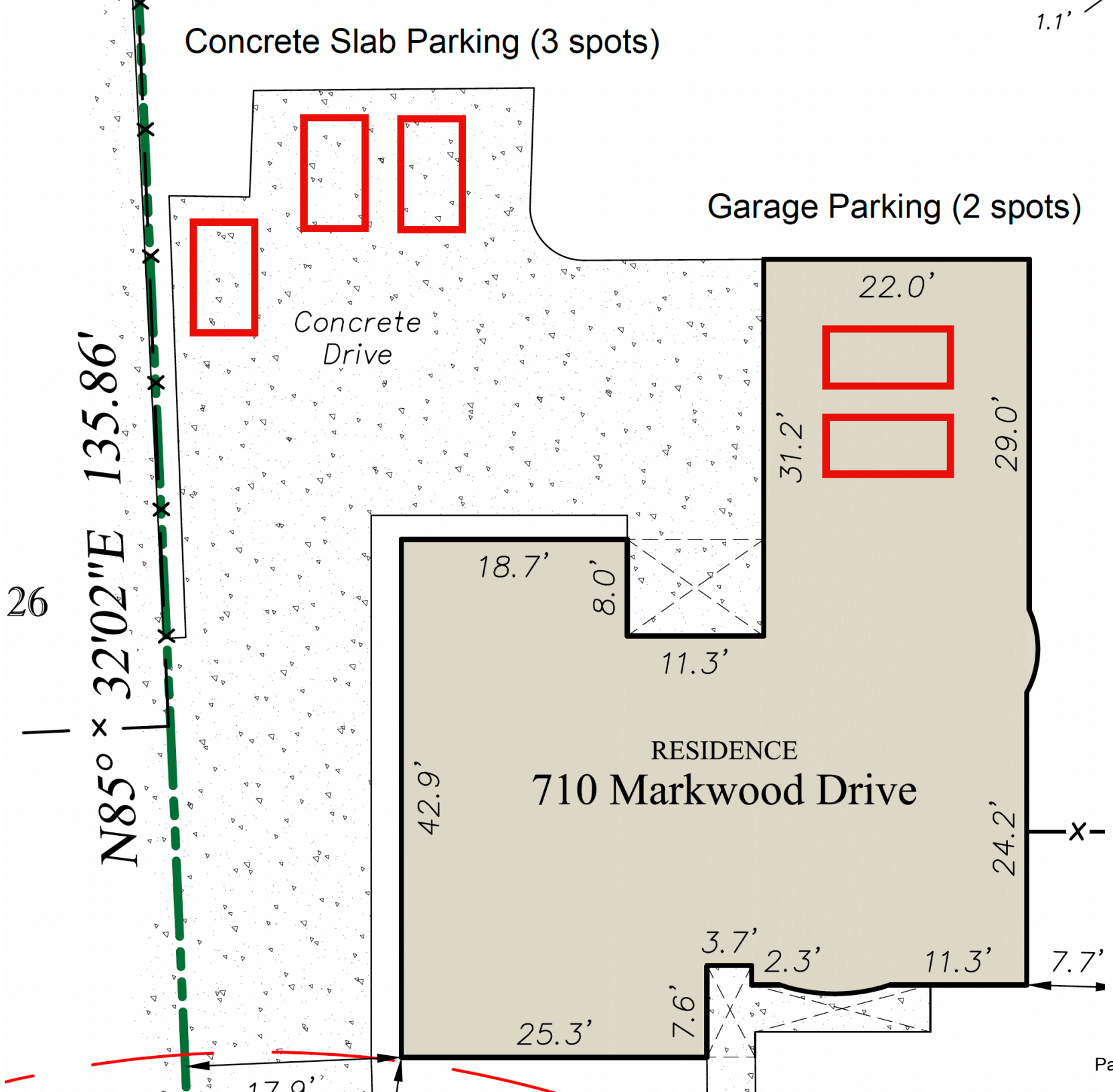
garage

227.00

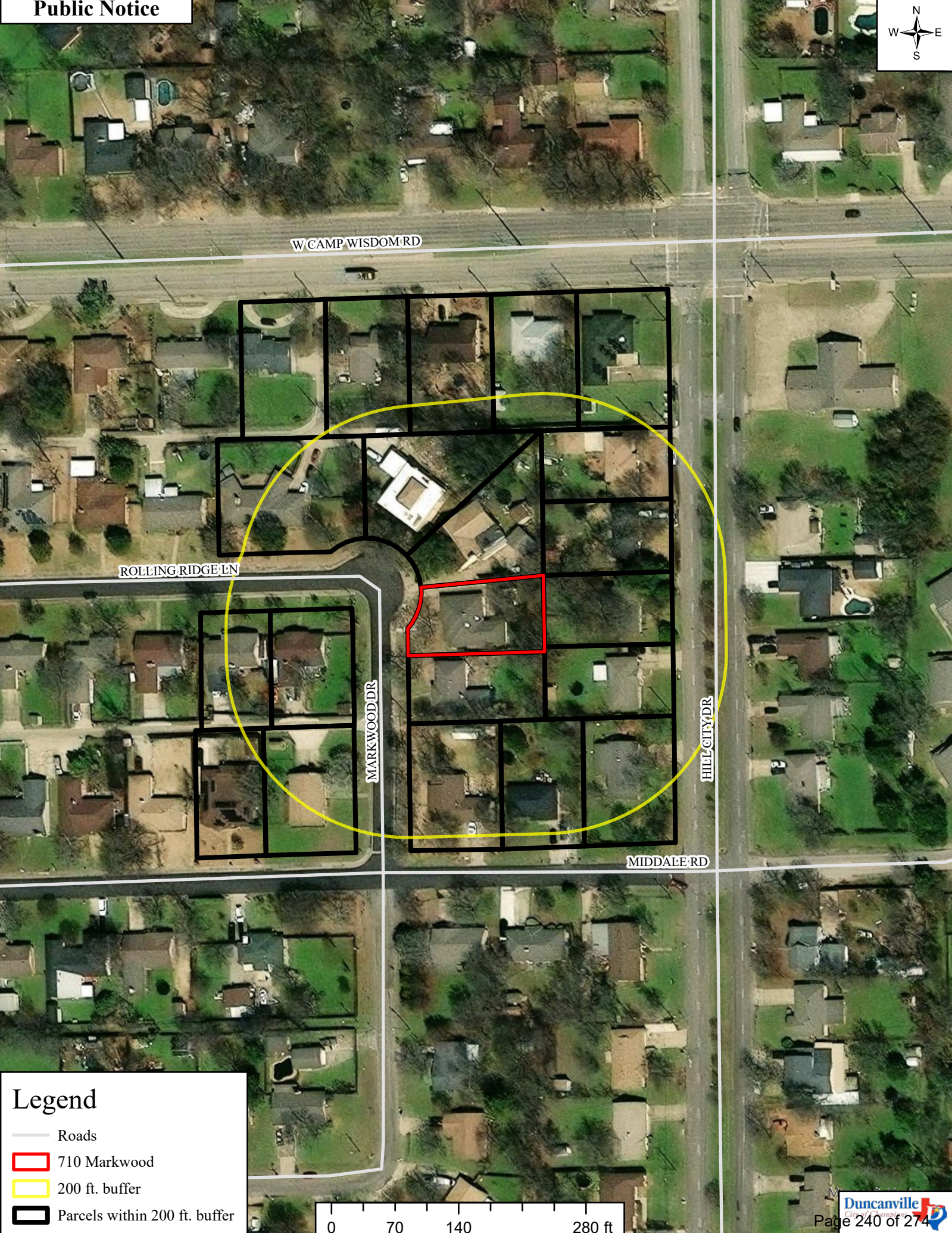
Bedroom

W/H
Laundry

6.00
32.00
28.00
6.00
6.00
66.99

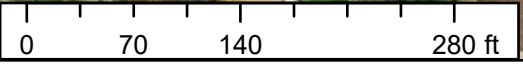


Public Notice



Legend

- Roads
- 710 Markwood
- 200 ft. buffer
- Parcels within 200 ft. buffer





MEETING: City Council - February 3, 2026

TITLE:

Conduct a public hearing for consideration and action regarding ZONE-2025-00003 request of Tim Maiden (owner/managing partner) for a Specific Use Permit (SUP) to allow an event center and outdoor pickleball courts on real property located at 202 W. Center Street, 3.35 acres, legally described as Block 8 & part of Block 7, Original Town Duncanville, City of Duncanville, Dallas County, Texas.

Vision Statement:

“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”

Pillar:

STAFF RESPONSIBLE:

LaSheyla Jones

BACKGROUND/HISTORY:

Specific Use Permit (SUP) request to allow operation of an event center and four (4) outdoor pickleball courts

POLICY EXPLANATION:

SUP request to allow for two uses not permitted by right in current zoning district

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

ATTACHMENTS:

202 W Center Staff Report



203 E Wheatland Rd.
Duncanville, TX 75116
(972) 780-5000

STAFF REPORT

To: City Council
From: LaSheyla Jones, Assistant Director of Planning
Date: January 15, 2025
RE: Specific Use Permit (SUP) Request| 202 W. Center Street
ZONE-2025-00003
Applicant: Tim Maiden| Applicant and Owner/Managing Partner

REQUEST: The applicant is requesting a Specific Use Permit (SUP) to operate an event center and outdoor pickleball courts.

LOCATION: 202 W. Center Street, Duncanville, TX

EXISTING ZONING: Downton Duncanville – General Main Street (DD-GMS)

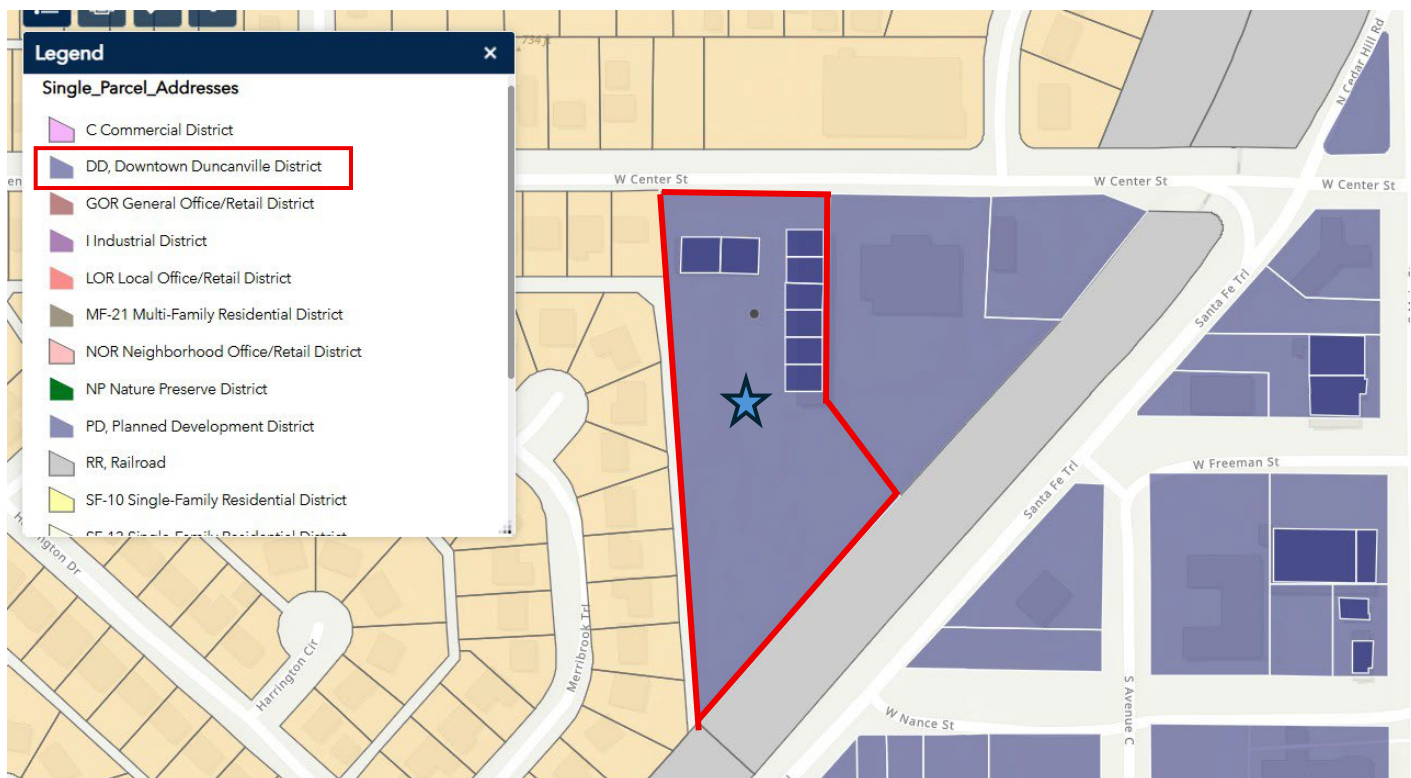
PROPOSED ZONING: Downtown Duncanville-General Main Street (DD-GMS) with an SUP for an event center and outdoor pickleball courts.

FUTURE LAND USE DESIGNATION: Downtown District

PROJECT SUMMARY:

The applicant is requesting approval of a Specific Use Permit (SUP) to operate an event center in a 4,000 square foot building (faces Center Street) and four (4) outdoor pickleball courts. The event center is proposed to operate as a multi-purpose arts and event space until a permanent tenant is secured. The pickleball courts are proposed to be membership-based with limited tournaments and private event rentals of the existing building. The applicant is requesting a four (4) year expiration timeframe for the SUP including both uses.

The primary purpose of the SUP is to review the site plan with the proposed event center and outdoor pickleball courts operations.



Subject Property 

Figure 1. Zoning Map



203 E Wheatland Rd.
Duncanville, TX 75116
(972) 780-5000

ZONING DISTRICT DESCRIPTION:

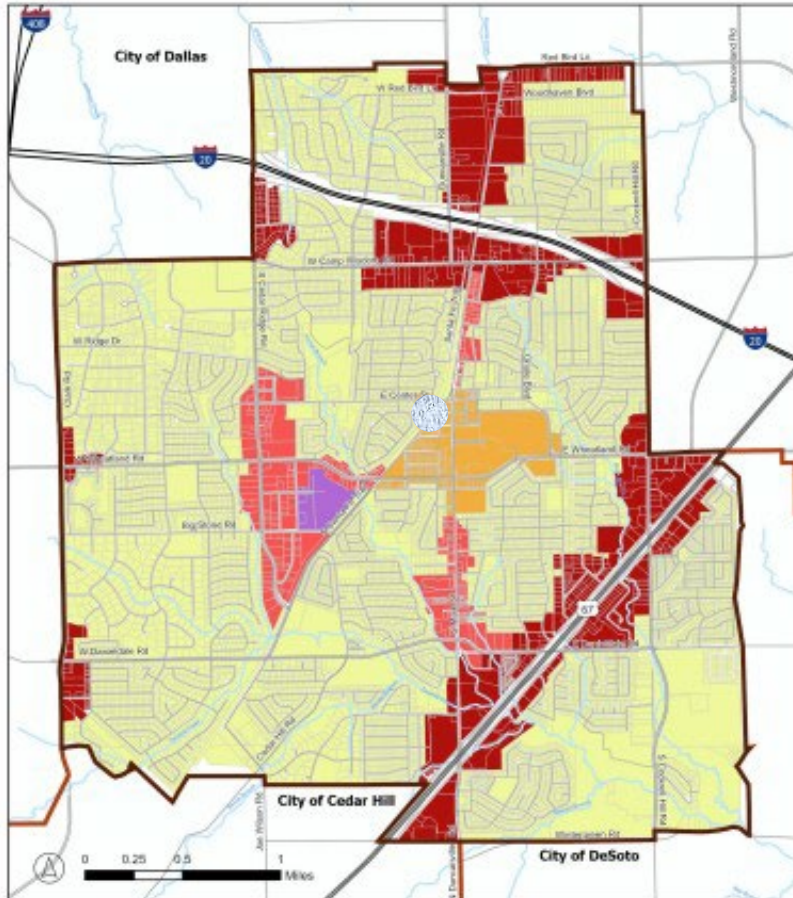
Downtown Duncanville (DD) supports a pedestrian-oriented, mixed-use urban development environment with convenient access to rail transit, shopping, employment, housing, and neighborhood retail services. The intent is to revitalize Duncanville's Main Street to be the center of life in the community.

Encouraging efficient, compact land use pattern, pedestrian activity, reducing the reliance on private automobiles, promoting a more functional and attractive community through the use of recognized principles of urban design and allowing property owners flexibility in land use. This district is intended to implement the vision laid out in the Downtown Duncanville Master Plan including maximizing development opportunities in the vicinity of the future rail transit stop at Center Street.

Figure 2: Future Land Use Map

»» **Future Land Use Map**

TX Loc Govt Code § 213.005 (2024):
A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



- Legend**
-  City of Duncanville
 -  Municipal Boundaries
 -  Hydrography
 -  Traditional Neighborhood Residential
 -  Gateway Corridor
 -  Main Street
 -  Downtown
 -  Industrial

Subject Property 

Figure 2. Future Land Use Map



203 E Wheatland Rd.
Duncanville, TX 75116
(972) 780-5000

FUTURE LAND USE DESCRIPTION:

Downtown District land uses within this character area provide for a diversity of commercial, retail, office, civic, and residential uses to foster a vibrant downtown atmosphere in Duncanville. The Downtown District is anchored by an Arts and Culture District consisting generally of Armstrong Park and surrounding areas. There should be a variety of medium and higher density residential offerings mixed with local businesses and community anchor institutions. Land uses in this area should focus on creating a thriving downtown district that prioritizes walkability and compact design.

Future development should focus on infill and adaptive reuse of vacant and underutilized space as well as mixed-use commercial and residential opportunities. Intentional mixed-use development and revitalization strategies will contribute to a threefold impact of addressing blight and underutilized space, increasing the housing stock, and encouraging economic development in the City.

USE DEFINITIONS:

Article VII Section 7.02.D Recreational and Entertainment Uses

Banquet or Event Center: a building, facility, room, or portion thereof, that is rented, leased, or otherwise made available to any person or group for a private event function that is not open to the general public, regardless of whether a fee is charged. Includes reception facilities and wedding venues.

Article VII Section 7.02.D Recreational and Entertainment Uses

operations, the event center use can be cohesive with the surrounding neighborhood, however, staff does recognize the concerns regarding traffic, noise, and the type of events that may be hosted here. In addition to such concerns, the applicant has done a variety of renovation and remodeling work without the appropriate permits. This work has been done in the proposed building for the event center along with the construction of the pickleball courts. Amongst the unpermitted work taking place, staff finds that the building has been hosting small events in the building prior to submission of the SUP without a proper Certificate of Occupancy (CO). Due to these issues, staff is not confident in the applicant's willingness to follow City procedures and processes.

Regarding the outdoor pickleball courts (permanent), staff find that the use could be compatible with the entire property and act as an amenity to the neighborhood along with the core intention of Downtown Duncanville. With this, staff has noted that the pickleball courts cannot exist as an independent use without the existing building, as there must be access to restrooms during hours of operation. Due to the "membership-based" model the applicant is proposing for the pickleball courts, staff is concerned with the capacity of the building if two events are taking place inside of the space. This concern also relates to the available parking capacity on-site in tandem with the other existing businesses. While the pickleball courts are an opportunity to create a needed entertainment surge in this area.

There are currently two businesses operating in the building located on the East side of the property. This building is expected to have additional businesses occupy space in the future which would cause increased intensity of uses and possible need for additional parking spaces. Based on this, staff believe that the site, proposed uses for the SUP, and future businesses/development may constrain the site's ability to accommodate adequate parking. In recognizing the availability of parking and site constraints, staff acknowledges that renovating and revitalizing the existing buildings does reflect the intentions of the Downtown Duncanville zoning district. These are elements of the site that staff believes can be an opportunity for creative design with the applicant if the site is cohesive in functionality and the uses/future development on-site.

SITE PLAN:

The site plan submitted by the applicant specifically addresses the proposed 4,000 square foot building on the West side of the property and the outdoor pickleball courts to the South of that building. Since the building is existing the site plan focuses on how the property will accommodate the proposed uses with the other existing business in the building on the East side of the property. The site plan illustrates the functionality of how

these uses and their hours of operation may/may not interfere with traffic flow, access for public safety vehicles, and/or future development at this site.

KEY FEATURES OF AN SUP:

a. The proposed uses are consistent and compatible with the adjacent land use and zoning.

The proposed use of event center is not entirely consistent with adjacent land uses and the current zoning. The proposed use of the outdoor pickleball courts is consistent with the adjacent land uses, the current zoning, and the surrounding neighborhood. The subject property is zoned Downtown Duncanville – General Main Street (DD-GMS. Staff finds that the proposed outdoor pickleball courts are more appropriate and compatible with the intention of this zoning district related to creating an entertainment, family-friendly amenity. Staff finds the proposed event center is not entirely incompatible in this zoning district and adjacent land uses on a long-term basis.

The lot to the east of the subject property is also zoned DD-GMS so it is compatible by zoning but this property is not currently active. Although the subject property abuts residential there is an opportunity to set a precedence for a cohesive land use pattern encouraging more commercial activity and entertainment along this street. Since the subject property is at the edge of the Downtown zoning district, compatibility and cohesiveness with the adjacent land uses and zoning is challenging but also presents an opportunity to create the standard for cohesive development in the area.

Staff concludes that the proposed outdoor pickleball courts does not conflict with the surrounding land uses, however, the proposed event center may cause conflict. The requested SUP is the minimum mechanism necessary to authorize the proposed uses under current zoning regulations.

b. The proposed use is consistent with the architecture and characteristics of the adjacent properties.

Staff finds that the proposed uses are an upgrade of the previous architectural elements and materials. These upgrades have set the desired compatibility for adjacent commercial development revitalization projects along this street.

c. The proposed use may promote innovative use of modern development concepts, without having an adverse impact on adjacent properties.

Staff finds that the proposed uses follows the development standards set forth in the City of Duncanville Zoning Ordinance and does not foresee an adverse impact on adjacent properties as long as the applicant/owner maintains the property as described.

d. The proposed use is consistent with the goals and objectives of the City.

The proposed uses have instances of consistent and inconsistent elements as it relates to the goals and objectives of the City. The Comprehensive Plan envisions the Downtown district as a hub and connector to Main Street through enhanced walkability, commercial offerings, mixed-use, and arts/culture. This area is challenging due to its proximity to the rest of the Downtown district and the railroad being a barrier to connectivity/ease of access to Main Street. However, the Comprehensive Plan mentions Center Street as a future opportunity for rail/transit connectivity that can support Transit-Oriented Development (TOD) developed with retail, entertainment, eating, and socializing. The outdoor pickleball courts do contribute to the vision of the City's goals for Downtown. The event center intent to function as a multi-purpose space and an arts incubator (temporarily) does contribute to the arts/culture element in a way but does not fully meet the City's goals for Downtown. As such, the proposed uses could contribute to the City's long-term vision for Downtown development.

e. The proposed use is an enhancement or improvement beyond the minimum standards set forth by the Zoning Ordinance.

Staff finds that the proposed use meets the minimum standards set forth by the zoning ordinance.

f. The proposed use will not be detrimental to the general health, safety, and welfare of the community.

The proposed use should not be detrimental to the general health, safety, and welfare of the community.

g. The proposed use would stabilize and improve property values within the City.

Staff cannot prove or disprove that the proposed use would stabilize and improve property values within the City.

h. The proposed use would protect and enhance the City's attractiveness to residents, businesses, tourists, and visitors.

Staff cannot speak to how the proposed use would protect and enhance the City's attractiveness to residents, businesses, tourists, and visitors. Staff recognizes that the event center may be concerning to neighbors but can be utilized as an asset to attract visitors. The outdoor pickleball courts can contribute to more entertainment offerings attracting residents and visitors to the City and Downtown. While staff cannot definitively determine the broader impact on the City's image or appeal, the proposed outdoor pickleball courts use does align with infrastructure and service expectations typical of a well-developed retail corridor. The proposed event center use does not quite align with the overall intention of the City's vision for Downtown.

i. The proposed use would strengthen and help diversify the economy of the City.

Staff cannot speak to how the proposed use would strengthen and help diversify the economy of the City.

PUBLIC INPUT:

Staff mailed out 31 notices. At the time of preparation of this report staff has received one (1) letter in support and one (1) letter in opposition to the proposed SUP request.

STAFF RECOMMENDATION: APPROVE WITH CONDITIONS.

Staff previously recommended denial based on compatibility with adjacent land uses and site plan issues but applicant has since addressed comments. Planning & Zoning Commission recommended approval as presented with four (4) year expiration with the condition that a Certificate of Occupancy (CO) is acquired before the use of the designated Building 1 during the January 12, 2026 meeting with a 4-0 vote. Staff recommends approval of the SUP with the following conditions:

1. SUP expiration is two (2) years from City Council approval date.
2. All renovations, remodeling, and any other work done in the proposed building for the event center, Building 1, must be inspected and/or permitted where appropriate, by the Inspections and Permitting team before occupancy of any use is allowed.
3. A valid Certificate of Occupancy (CO) is acquired before the building, Building 1, can be used for any events or uses whether for public or private use.

4. Any future parking arrangements and/or shared parking agreements with surrounding properties or property owners must be notarized and approved by the City Planner and Building Official.

FIGURES:

Figure 1: Zoning Map

Figure 2: Future Land Use Map

Figure 3: Land Use Chart

ATTACHMENTS:

Attachment 1: Downtown Duncanville Ordinance No. 2055

Attachment 2: Property Aerial

Attachment 3: Operational Plan

Attachment 4: Site Plan

Attachment 5: Landscape Plan

Attachment 6: Map of properties within 200 ft.

ORDINANCE NO. 2055

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A, ZONING, BY ADDING ARTICLE XII-L, TO PROVIDE FOR A NEW ZONING DISTRICT TO BE ENTITLED "DOWNTOWN DUNCANVILLE DISTRICT (DD)", WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; PROVIDING A GENERAL PURPOSE; PROVIDING FOR THE DOWNTOWN DUNCANVILLE MASTER PLAN; PROVIDING FOR APPLICABILITY AND LOCATION; PROVIDING GENERAL DISTRICT STANDARDS; PROVIDING FOR PERMITTED USES BY FRONTAGE TYPE; PROVIDING FOR DEVELOPMENT STANDARDS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF A FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000) FOR EACH AND EVERY OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Duncanville, Texas, and the governing body of the City, in compliance with the laws of the State of Texas and the ordinances of the City, have given requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and in the exercise of its legislative discretion have concluded that the Comprehensive Zoning Ordinance and Zoning Map of the City should be amended; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS:

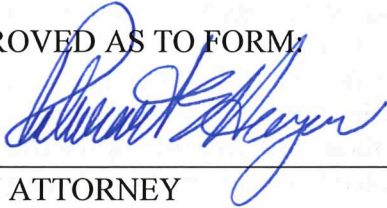
SECTION 1. That the Code of Ordinances be, and the same is, hereby amended by amending Appendix A, Zoning, by adding a new Article XII-L, to provide for a new zoning district to be entitled "Downtown Duncanville District (DD)," which is attached hereto and incorporated herein as Exhibit A.

SECTION 2. In the event that a property owner or occupant invokes the provisions of Article XII-L, Section 4, Subsection (2) for "Transition Exemption" as provided herein, such property owner or occupant shall construct the façade of the building to the style and elevation

ATTEST:

Dara Crabtree
CITY SECRETARY

APPROVED AS TO FORM:



CITY ATTORNEY
(REH/cdb 06/09/08)

- (2) Build-to lines and zones (BTL/BTZ) - The *Build-to line or zone* establishes the location on the lot where the building shall be built.
 - (3) Parking setback lines (PSL) – The *Parking setback line* shall establish the location behind which surface parking is permitted on each lot, and
 - (4) Streetscape standards – The *Streetscape standards* shall establish a consistent character along Main Street that relates private development along the street to its public improvements. Public improvements along Main Street shall include the placement of street trees, sidewalks, pedestrian amenities, on-street parking, configuration of travel lanes, and the relationship between the street and buildings.
- (B) Downtown Duncanville District Text: The *Downtown Duncanville District Text* shall enumerate the use and development standards with text and graphics including frontage, streetscape, landscape, architectural, signage, lighting, and all related standards for all private development.
 - (C) The development standards under Appendix A of the City of Duncanville Comprehensive Zoning Ordinance, as amended, shall not apply to the Downtown Duncanville District except as specifically referenced herein. Development standards not addressed in this ordinance shall be governed by the City of Duncanville Comprehensive Zoning Ordinance to the extent they are not in conflict with the intent of the Downtown Duncanville District.

Section 4. General district standards.

(1) Non-conforming uses and buildings: Non-conforming uses shall be governed by Article XVI of the Comprehensive Zoning Ordinance, as amended. Regardless of transfer of ownership, existing buildings that do not conform to the provisions of this District may continue in use as they are until the building is reconstructed or substantially modified such that the collective reconstructions or modifications within any five (5) year period are valued at more than either \$50,000 or a total of fifty (50) % of the assessed value of the structure in the most recently certified tax rolls, whichever is greater. In addition, for all improvements over either \$50,000 or 50% of the assessed value the structure, any changes to non-conforming buildings that do not comply with *Section 6, Development Standards* shall only be approved if a Special Exception (SE) permit is granted by the Board of Adjustments after a recommendation from the Development Review Committee. In reviewing the Special Exception application the Board shall grant the Special Exception based on the extent to which standards in Section 6 can be feasibly met and the extent to which the proposed changes not in conformance with Section 6 meet the pedestrian orientation intent of the Ordinance.

(2) Exemption.

(A) The provisions of this Ordinance shall not require a current property owner or occupant to conform to the development regulations as set forth herein for any structure, lot or property currently owned or occupied and used as of the effective date of this ordinance, if and only if, such property or structure is destroyed by an act of nature, such as tornado, flooding or natural disaster or by fire, not the cause of intentional negligence or gross negligence of the owner or occupant.

- (F) Major Roadway Frontage (MR) – This frontage is intended to provide appropriate development opportunities to take advantage of the I-20 frontage road access while transitioning to pedestrian-oriented development along the Main Street and Camp Wisdom Road frontages.

Section 5. Schedule of permitted uses by frontage type.

(1) Generally: Due to the emphasis on urban form over land uses in the Downtown Duncanville District, general use categories have been identified by frontage types. Uses not listed in the following schedule, but are substantially similar, may be permitted upon the approval of the City Manager or his or her designee, subject to appeal to the City Council. For the purposes of use regulation, uses permitted in the Core Main Street, General Main Street, TOD, and Civic frontages shall be same.

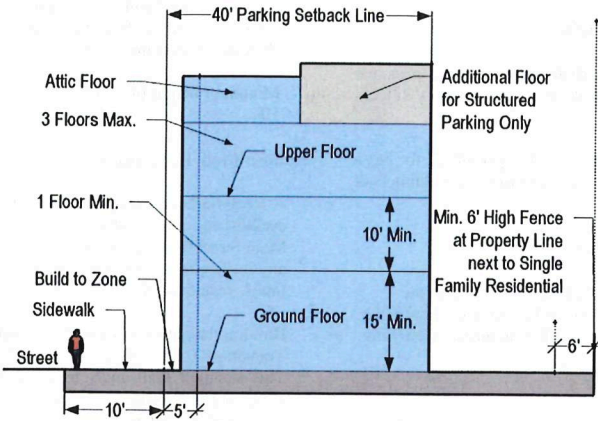
(2) Schedule of Uses

Table 1

<i>Land Use</i>	<i>CMS/GSM/TOD/CV Frontages</i>	<i>MR Frontage</i>	<i>Urban Living Frontage</i>
Commercial Uses (Office & Retail Uses)			
<ul style="list-style-type: none"> ▪ Retail Sales or Service with <u>no drive through facility</u> (includes alcohol sales). Excluded from this category are retail sales and services establishments geared towards the automobile, including gasoline service stations. 	P	P	P/C (permitted only at corner sites on the ground floor)
<ul style="list-style-type: none"> ▪ Finance, Insurance, and Real Estate establishments including banks, credit unions, real estate, and property management services, with <u>no drive through facility</u> 	P	P	P/C (permitted only at corner sites on the ground floor)
<ul style="list-style-type: none"> ▪ Offices for business, professional, and technical uses such as accountants, architects, lawyers, doctors, etc. 	P	P	P
<ul style="list-style-type: none"> ▪ Food Service Uses such as full-service restaurants, cafeterias, and snack bars with no drive through facilities including café seating within a public or private sidewalk area with no obstruction of pedestrian circulation 	P	P	P/C (permitted only at corner sites on the ground floor)
Arts, Entertainment, and Recreation Uses			
<ul style="list-style-type: none"> ▪ Art galleries 	P	P	P/C (permitted only at corner sites on the ground floor)
<ul style="list-style-type: none"> ▪ Art, antique, furniture or electronics studio (retail, repair or fabrication; excludes auto electronics sales or service) 	P	P	NP
<ul style="list-style-type: none"> ▪ Games arcade establishments 	SUP	SUP	NP
<ul style="list-style-type: none"> ▪ Theater, cinema, dance, or music establishment 	P	P	NP
<ul style="list-style-type: none"> ▪ Museums and other special purpose recreational institutions 	P	P	NP
<ul style="list-style-type: none"> ▪ Fitness, recreational sports, gym, or athletic club 	P	P	P/C (permitted only at corner sites on the ground floor)
<ul style="list-style-type: none"> ▪ Parks, greens, plazas, squares, and playgrounds 	P	P	P
Educational, Public Administration, Health Care and Other Institutional Uses			
<ul style="list-style-type: none"> ▪ Business associations and professional membership organizations 	P	P	P/C (permitted only at corner sites on the ground floor)
<ul style="list-style-type: none"> ▪ Child day care and preschools 	SUP	SUP	P/C (permitted only on the ground floor)
<ul style="list-style-type: none"> ▪ Schools, libraries, and community halls 	P	P	NP
<ul style="list-style-type: none"> ▪ Civic uses 	P	P	NP
<ul style="list-style-type: none"> ▪ Social and fraternal organizations 	P	P	NP
<ul style="list-style-type: none"> ▪ Social services and philanthropic organizations [consultant recommendation] 	SUP	SUP	NP
<ul style="list-style-type: none"> ▪ Religious Institutions [consultant recommendation] 	SUP	SUP	NP

I. CORE MAIN STREET (CMS) FRONTAGE SITES

Height Standards



Principal building height:

- i. Height shall be established by number of floors.
- ii. The height of principal buildings shall be between 1 and 3 floors or as established in the Regulating Plan.

Structured Parking height:

- i. Parking structures shall not exceed the principal building height for all principal structures 2 floors or less.
- ii. Parking structures may be permitted to be a maximum of 4 floors if the principal building is at least 3 stories tall.

Mezzanines and Attics:

Mezzanines and attics shall be excluded from the height calculations as long as they do not exceed 50% of the floor area of a typical floor in the same building.

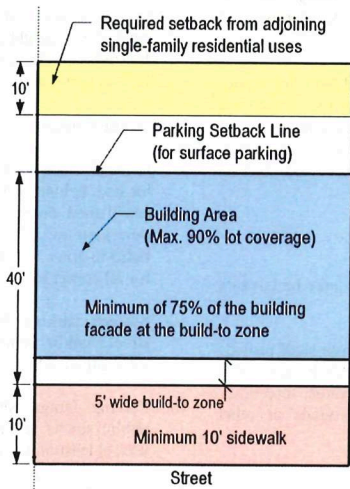
Ground Floor Height:

- i. The finished floor elevation of the ground floor relative to the finished elevation of the sidewalk shall be either the same or no greater than 18" higher.
- ii. The minimum height as measured from the finished sidewalk to the second floor shall be a minimum of 15 feet.
- iii. Minimum height of upper floors shall be 10'.

Neighborhood Transitions:

- i. A Neighborhood Transition Zone shall be established on all sites in the Core Main Street frontage area at 25' parallel to any lot line that is common with a single-family residential lot.
- ii. Building height within this Neighborhood Transition Zone shall not exceed 3 floors. This standard shall apply to any parking structures located within the Neighborhood Transition Zone.

Building Disposition



- ii. Corner lots shall be built to the build-to-zone for a minimum of 35' from the corner along each street front.
- iii. The building to zone shall be a 5' wide zone that provides property owners flexibility in the location of the building along Main Street to accommodate building jogs, café seating, and other pedestrian amenities.
- iv. The build-to-zone is established from the future edge of pavement as shown in the Regulating Plan. The build-to zone shall be a minimum of 10' from the future edge of pavement to allow for a sidewalk width of 10'.

Buildable Area:

- i. A maximum of 100% of the lot may be covered with the building footprint.
- ii. Buildings over 10,000 sq. ft. gross shall provide at least 5% of the lot area in publicly accessible civic space in the form of courtyards, forecourts, plazas, squares, greens, playgrounds or other forms of civic space.

Rear and Side Setbacks:

- i. No rear or side setbacks are required unless abutting a single-family residential lot in which case, the side and/or rear setback shall be a minimum of 10' from the shared lot line.
- ii. A privacy fence (masonry or vegetative only) of a 6' height shall be required when abutting a single-family residential lot and shall be optional for all other adjacencies.

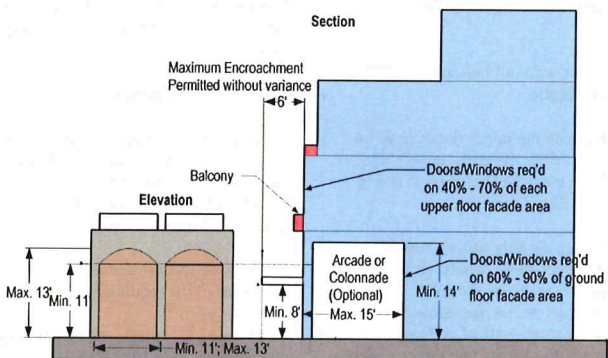
Off-Street Parking:

- i. Ground floor surface parking shall be located behind the parking setback line established on the lot which shall be 40' from the edge of the build-to-zone.
- ii. Parking garages shall be lined along Main Street with active uses at least on the ground floor.
- iii. Access to surface parking shall generally be from alleys unless no alley access is available in which case; driveways shall be consolidated between adjoining lots to the extent possible.

Street Façade:

- i. At least 75% of each building in the Core Main Street Frontage area shall be built to the build-to-zone.

Façade Elements



- iii. Primary entrance doors for all buildings shall be on the Main Street façade.
- iv. Windows and doors on the upper floors shall be between 40% and 70% of each upper floor façade area which is measured between 3' and 9' above each finished floor.
- v. Windows on facades directly facing towards a lot line shared by any single family residential lot and less than 10 feet from the lot line shall have sills higher than 6' on the ground floor unless a privacy fence or wall of at least 6' in height is constructed to obscure any direct views into adjacent properties.

- ii. Building projections on all other facades may not be closer than 5' to any adjacent property line.

Arcades and Colonnades:

- i. Arcades and Colonnades are permitted within the build-to zone and shall not encroach into any sidewalk area. The arcade/colonnade area shall be designated with a public access easement.
- ii. They shall be no deeper than 15' from the edge of the required sidewalk.
- iii. Columns or piers shall be spaced between 12' and 15'.

Building projections and encroachments:

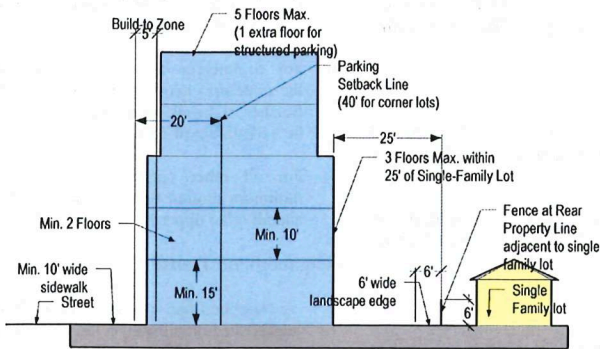
- i. Building projections and appurtenances such as awnings, balconies, canopies, etc. may project a maximum of 6' over any sidewalk or public right-of-way along Main Street provided they meet the standards established in Section 6(d) of this ordinance.
- iv. The minimum interior clearance height within an arcade or colonnade shall be 14' and the height of the arcade/colonnade opening shall be between 11' and 13'.

Doors and Windows:

- i. There shall be no blank walls more than 25 feet in width along any public street façade (except alleys) of any building.
- ii. Doors and windows on the ground floor of all buildings shall be between 60% and 90% of the ground floor façade area along any public street (except alleys).

III. TRANSIT-ORIENTED DEVELOPMENT (TOD) FRONTAGE SITES

Height Standards



Principal building height:

- i. Height shall be established by number of floors.

- ii. The height of principal buildings shall be between 2 and 5 floors or as established in the Regulating Plan.

Structured Parking height:

- i. Parking structures shall not exceed the principal building height for all principal structures 2 floors or less.
- ii. Parking structures may be permitted to be a maximum of 6 floors if the principal building is at least 3 stories tall.

Mezzanines and Attics:

Mezzanines and attics shall be excluded from the height calculations as long as they do not exceed 50% of the floor area of a typical floor in the same building.

Ground Floor Height:

- i. The finished floor elevation of the ground floor relative to the finished elevation of the sidewalk

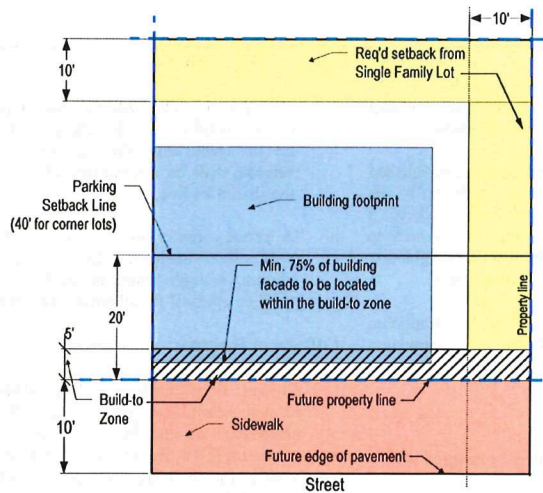
shall be either the same or no greater than 18" higher.

- ii. The minimum height as measured from the finished sidewalk to the second floor shall be a minimum of 15 feet.
- iii. Minimum height of upper floors shall be 10'.

Neighborhood Transitions:

- i. A Neighborhood Transition Zone shall be established on all sites in the TOD frontage area at 25' parallel to any lot line that is common with a single-family residential lot.
- ii. Building height within this Neighborhood Transition Zone shall not exceed 3 floors. This standard shall apply to any parking structures located within the Neighborhood Transition Zone.

Building Disposition



Street Façade:

- i. At least 75% of each building in the Transit-Oriented Development Frontage area shall be built to the build-to-zone.

- ii. Corner lots shall be built to the build-to-zone for a minimum of 35' from the corner along each street front.

- iii. The building to zone shall be a 5' wide zone that provides property owners flexibility in the location of the building along a public street to accommodate building jogs, café seating, and other pedestrian amenities.

- iv. The build-to-zone is established from the future edge of pavement as shown in the Regulating Plan. The build-to zone shall be a minimum of 15' from the future edge of pavement to allow for a clear sidewalk width of 9' and a tree planting zone of 6'.

Buildable Area:

- i. A maximum of 95% of the lot may be covered with the building footprint.
- ii. Buildings over 10,000 sq. ft. gross shall provide at least 5% of the lot area in publicly accessible civic space in the form of courtyards, forecourts, plazas, squares, greens, playgrounds or other forms of civic space.

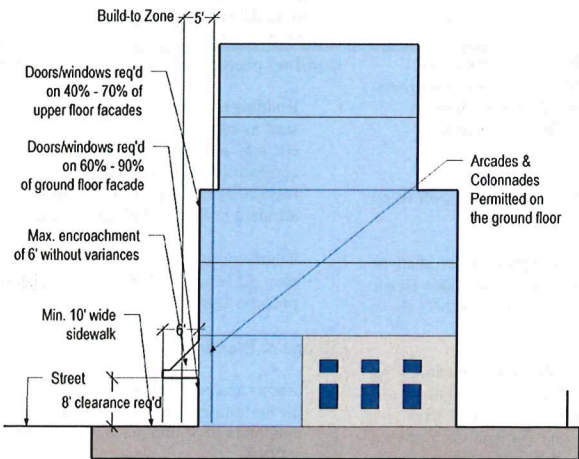
Rear and Side Setbacks:

- i. No rear or side setbacks are required unless abutting a single-family residential lot in which case, the side and/or rear setback shall be a minimum of 10' from the shared lot line.
- ii. A privacy fence (masonry or vegetative only) of a 6' height shall be required when abutting a single-family residential lot and shall be optional for all other adjacencies.

Off-Street Parking:

- i. Ground floor surface parking shall be located behind the parking setback line established on the lot which shall be a minimum of 20' from the edge of the build-to-zone for all interior lots and 40' for all corner lots.
- ii. Parking garages shall be lined along all public streets (except alleys) with active uses at least on the ground floor.
- iii. Access to surface parking shall generally be from alleys unless no alley access is available in which case driveways shall be consolidated between adjoining lots to the extent possible.

Façade Elements



- ii. Doors and windows on the ground floor of all buildings shall between 60% and 90% of the ground floor façade area along all public street facades (except alleys).

- iii. Primary entrance doors for all buildings shall be on a public street façade.

- iv. Windows and doors on the upper floors shall be between 40% and 70% of each upper floor façade area which is measured between 3' and 9' above each finished floor.

- v. Windows on facades directly facing towards a lot line shared by any single family residential lot and less than 10 feet from the lot line shall have sills higher than 6' on the ground floor unless a privacy fence or wall of at least 6' in height is constructed to obscure any direct views into adjacent properties.

Building projections and encroachments:

- i. Building projections and appurtenances such as awnings, balconies, canopies, etc, may project a maximum of 6' over any sidewalk or public

right-of-way along Main Street provided they meet the standards established in Section 6(d) of this ordinance.

- ii. Building projections on all other facades may not be closer than 5' to any adjacent property line.
- iii. Arcades and colonnades permitted in corner buildings with retail uses only. Standards for arcades and colonnades shall be the same as the Core Main Street frontage sites.

Stoops & Porches:

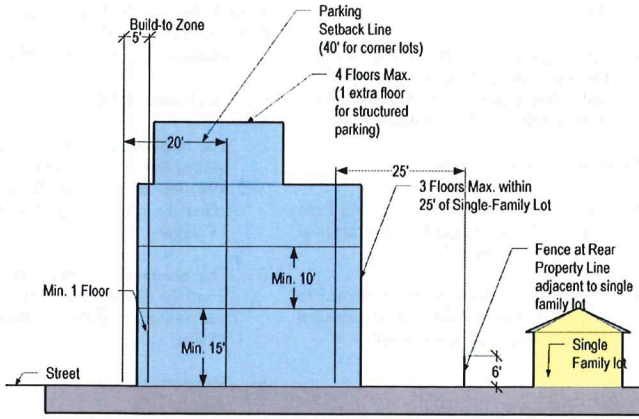
- i. Stoops and porches are within the build-to-zone and shall not encroach into any sidewalk area.
- ii. Stoops and porches that provide access to residential uses on the ground floor shall be at least 18" higher than the finished elevation of the sidewalk.

Doors and Windows:

- i. There shall be no blank walls along any public street façade (except alleys) of any building.

V. CIVIC (CV) FRONTAGE SITES

Height Standards



Principal building height:

- i. Height shall be established by number of floors.
- ii. The height of principal buildings shall be between 1 and 4 floors or as established in the Regulating Plan.

Ground Floor Height:

- i. For commercial and live/work buildings, the finished floor elevation of the ground floor shall be either the same or no greater than 18" higher than the finished elevation of the sidewalk.
- ii. For commercial and live/work buildings, the minimum height as measured from the finished sidewalk to the second floor shall be a minimum of 15 feet.

Structured Parking height:

- i. Parking structures shall not exceed the principal building height for all principal structures 2 floors or less.
- ii. Parking structures may be permitted to be a maximum of 5 floors if the principal building is at least 3 stories tall.

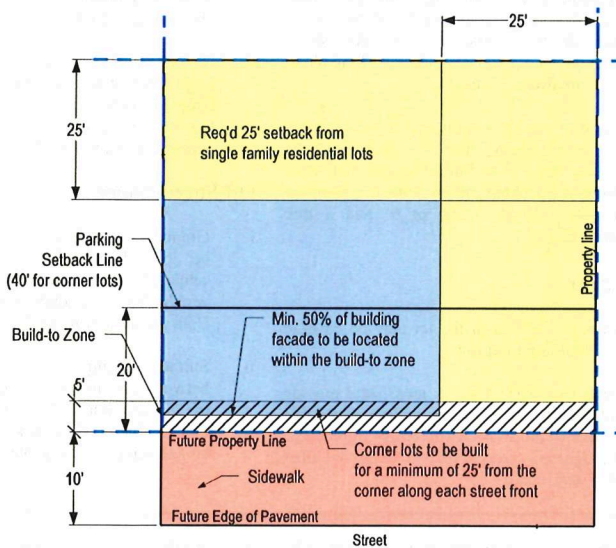
Neighborhood Transitions:

- i. A Neighborhood Transition Zone shall be established on all sites in the Civic frontage area at 25' parallel to any lot line that is common with a single-family residential lot.
- ii. Building height within this Neighborhood Transition Zone shall not exceed 3 floors. This standard shall apply to any parking structures located within the Neighborhood Transition Zone.

Mezzanines and Attics:

Mezzanines and attics shall be excluded from the height calculations as long as they do not exceed 50% of the floor area of a typical floor in the same building.

Building Disposition



- ii. Corner lots shall be built to the build-to-zone for a minimum of 25' from the corner along each street front.
- iii. The building to zone shall be a 5' wide zone that provides property owners flexibility in the location of the building to accommodate building jogs, café seating, and other pedestrian amenities.
- iv. The build-to-zone is established from the future edge of pavement as shown in the Regulating Plan. The build-to zone shall be a minimum of 12' from the future edge of pavement to allow for a clear sidewalk width of 6' and a tree planting zone of 6'.

Rear and Side Setbacks:

- i. No rear or side setbacks are required unless abutting a single-family residential lot in which case, the side and/or rear setback shall be a minimum of 25' from the shared lot line.
- ii. A privacy fence (masonry or vegetative only) of a 6' height shall be required when abutting a single-family residential lot and shall be optional for all other adjacencies.

Off-Street Parking:

- i. Ground floor surface parking shall be located behind the parking setback line established on the lot which shall be a minimum of 20' from the edge of the build-to-zone for all interior lots and 40' for all corner lots.
- ii. Parking garages shall be lined along all public streets (except alleys) with active uses at least on the ground floor.

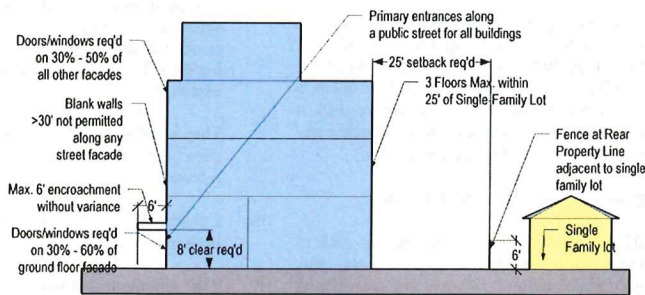
Buildable Area:

- i. A maximum of 90% of the lot may be covered with the building footprint.
- ii. Buildings over 10,000 sq. ft. gross shall provide at least 5% of the lot area in publicly accessible civic space in the form of courtyards, forecourts, plazas, squares, greens, playgrounds or other forms of civic space.

Street Façade:

- i. At least 50% of each building in the Civic Frontage area shall be built to the build-to-zone.

Façade Elements



- iii. Windows and doors on the upper floors shall be between 30% and 50% of each upper floor façade area which is measured between 3' and 9' above each finished floor.
- iv. Primary entrance doors for all buildings shall be on a public street façade.
- v. Windows on façades directly facing towards a lot line shared by any single family residential lot and less than 10 feet from the lot line shall have sills higher than 6' on the ground floor unless a privacy fence or wall of at least 6' in height is constructed to obscure any direct views into adjacent properties.

Building projections and encroachments:

- i. Building projections and appurtenances such as awnings, balconies, canopies, etc, may project a maximum of 6' over any sidewalk or public right-of-way provided they meet the standards established in Section 6(d) of this ordinance.
- ii. Building projections on all other façades may not be closer than 5' to any adjacent property line.

Doors and Windows:

- i. Continuous blank walls exceeding 30 linear feet shall not be permitted along any public street façade (except alleys) of any building.
- ii. Doors and windows on the ground floor of all buildings shall between 30% and 60% of the ground floor façade area along all public street façades (except alleys).

(2) Note about measuring build-to lines, zones, and parking setbacks: Due to the public improvements planned for Main Street including the realignment of travel lanes, addition of the slip-street and on-street parking, the future right-of-way lines and corresponding property lines are subject to change based on the approved streetscape plan. The future edge of pavement as shown the adopted Downtown Master Plan shall be the basis for establishing the build-to zones, lines and parking setback lines along Main Street and any other street in the Downtown Duncanville District that requires public street improvements. If the existing street does not require any public improvements, the build-to zone, line and parking setback lines shall all be measured from the property/R-O-W line along that street frontage. The City Manager or designee may revise the build-to lines, zones, and parking setbacks to accommodate required streetscape improvements based upon a Council approved Streetscape Plan and survey.

(3) Landscaping

New landscaping or substantial reconfiguration of existing landscaping on all lots within the Downtown Duncanville District shall comply with the following standards:

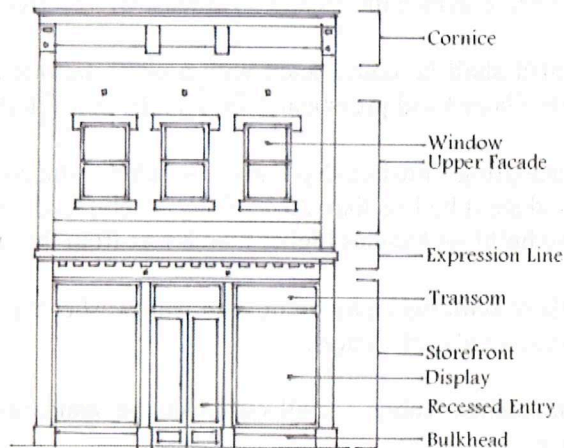
(A) Landscaping Requirements for Surface Parking Lots: Where an existing off-street surface parking area is altered or expanded to increase the number of parking spaces to more than 20, interior landscaping shall be provided on the new portion of the lot in accordance with the following standards. All new surface parking lots with more than 20 parking spaces shall also meet the following standards. Parking provided in structured parking garages shall be exempt from the parking lot landscaping requirements.

(1) *Landscape Edge*: At least 75 percent of the frontage of parking lots, adjacent to a public right-of-way and within the street yard (on private property), shall be screened from public streets with evergreen shrubs attaining a minimum height of three feet, earthen berm, or a low masonry wall of equal height. The minimum width of the landscape edge shall be five feet. Within this landscaped edge, shrubs (five gallon minimum) shall be planted at a four feet spacing. Use of a wall for parking lot screening should be accompanied with landscape planting in the form of low shrubs and ground cover to soften the appearance of the wall. In cases of extreme grade differential between the street grade and private property, the building official has the authority to modify and/or eliminate the berm requirement, or accept an alternative screening arrangement that would accomplish the same goal.

a. Necessary driveways, sidewalks, lead walks, accessibility ways/ramps from the public right-of-way shall be permitted through all required landscaping in accordance with city regulations.

(2) Landscape areas within parking lots should generally be at least one parking space in size, with no landscape area less than 50 square feet in area. Landscape areas shall be no less than five feet wide. There shall be a landscaped area with at least one small tree within 60 feet of every parking space. There shall be a minimum of one small tree planted in the parking area for every 15 parking spaces. Within parking lots, landscape areas should be located to define parking areas and assist in clarifying appropriate circulation patterns. A landscape island shall be located at the terminus of all parking rows, and should contain at least one small tree. All landscape areas shall

- (K) "High efficiency" equipment shall be used for all required irrigation components.
- (L) Drip irrigation is encouraged for all non-turf irrigation areas zones.
- (M) Irrigation delivery systems shall be designed in such a manner that water does not run off or over spray onto adjacent pavement, sidewalks, structures or other non-landscaped areas. Irrigated areas adjacent to structures should not spray within 18 inches of the structural foundation.
- (N) Freeze and rain sensors shall be provided for all irrigation delivery systems installed.
- (4) Architectural standards
 - (A) Commercial and Mixed Use Buildings
 - (1) An expression line shall delineate divisions between floors of all buildings, and a cornice shall delineate the tops of facades that do not utilize a pitched roof. For retail storefronts, a transom, display window area and bulkhead at the base shall be utilized.



- (2) The visual and acoustic impacts of all mechanical, electrical, and communications equipments (ground and roof-mounted) shall not be visible from adjacent properties and public streets, and screening materials and landscape screens shall be architecturally compatible with and similar in design and color to the building materials of the principal structures on the lot.
- (3) Mansard roofs are prohibited. Flat roofs without parapets on all sides are prohibited.
- (4) Roofs shall be constructed of a process and of materials that shall have a minimum installation and manufacturer's warranty of at least 20 years.
- (5) Ground floor retail building plate heights shall be at least fifteen (15) feet in height.
- (6) Windows shall be oriented vertically.

Awnings, stoops, roof overhangs, canopies, and balconies	Greater than permitted by right	<ul style="list-style-type: none"> • Shall not overhang on to any travel lanes Shall require a Special Exception by the Board of Adjustments and shall meet the following standards <ul style="list-style-type: none"> • Minimum 10-foot wide sidewalk required (including planting well or strip) • Minimum of 8' of vertical clearance from the finished sidewalk • Shall not interfere with any existing or proposed street tree planting scheme • Shall not interfere with any overhead utility lines • Shall not overhang on to any travel lanes
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(B) Live/Work and Residential Buildings

- (1) Windows on live/work and town house residential buildings shall also utilize significant surrounds or shutters, as well as mullions between grouped windows.
- (2) The following permitted finishes for residential buildings and live/work units shall be allowed: Cementitious-fiber siding (not sheets) with at least a 30-year warranty; brick; stone; man-made stone and non-synthetic stucco utilizing a three-step process. The following shall be allowed up to twenty percent (20%) as an accent material: Exterior Insulating Finishing System (EIFS) (abuse resistant EIFS above 8 feet above grade) or similar material over a cementitious base, rock, glass block and tile.
- (3) Side facades, rear facades, accessory structures, and garages shall be of finished quality and of the same color and materials that blend with the front of the building. Rear facades may be painted tilt-wall or painted block matching the same color of the rest of the building if the rear façade faces an alley or is not viewable from a public street or right-of-way.
- (4) On townhouses, at least one of the following shall be utilized: porches, stoops, bay windows, balconies, masonry clad chimneys, attached pergolas or colonnades. These architectural elements may encroach into the build-to-line.
- (5) Plate Heights for townhouse residential units shall be no less than ten (10) feet for the first floor and nine (9) feet for the second or higher floors.
- (6) Unless served by a parking structure or shared parking, all residential buildings shall utilize rear-loaded or “pull-through” garages/carports. Carports shall be constructed and finished of the same material and style as the primary building.

(5) Signage

Except as specifically listed below, all other signage and sign standards must comply with Chapter 16A, Sign Guidelines of the City of Duncanville Code of Ordinances, as amended.

- (A) For conforming uses and new signs for non-conforming uses, the standards in Table 3 shall apply and sign permits may be approved administratively unless specifically noted in this section. An applicant has the option to establish unique sign standards including size, color, type, design, and location based upon specific performance criteria. Such

Frontage Zone							
							<ul style="list-style-type: none"> All light pole banners shall be approved by the appropriate utility company prior to consideration by Sign Control Board. Light pole banners shall be limited to publicize community-wide events, holiday celebrations, public art, and other city sponsored events.
(11) Directory signs	P	P	P	P	P	P	<ul style="list-style-type: none"> Shall be allowed for all multi-tenant buildings only One directory sign per multi-tenant building limited to 10 sq.ft. in area Design of the sign shall be integral to the façade on which the sign is to be affixed.
(12) Any sign with LED lights or electronic reader boards	NP	NP	NP	NP	NP	NP	<ul style="list-style-type: none"> New signs with LED lights and electronic reader boards shall be prohibited in the Downtown Duncanville District.

(6) Other Standards:

(A) All masonry screening walls shall meet the requirements under Article XIV-G of the City of Duncanville Comprehensive Zoning Ordinance

(B) Refuse storage areas shall be located on the site to the rear or side of the principal structure on the lot in such a manner as to minimize its visibility from any adjoining rights-of-way. In addition, they shall be visually screened by a minimum six foot solid brick or masonry wall on all sides except the side used for garbage pickup service, such side shall provide a gate (See Article XIV-G, Figure #2). No container shall exceed the height of the screening wall. Refuse containers over eight feet in height shall require a Special Exception from the Board of Adjustments.

(C) Off-street Parking and Loading:

(1) The Downtown Duncanville District shall be exempt from the off-street parking requirements under Article XIV-D Subsection (6) of the Duncanville Comprehensive Zoning Ordinance. However, if off-street parking is provided on the lot, then the frontage standards for location of off-street parking and design standards in this section shall apply.

(2) All provided off-street parking, maneuvering, loading and storage areas shall be paved with concrete.

(3) To prevent nuisance situations, all parking area shall be lit and lighting shall be designed and operated so as not to reflect or shine on adjacent properties.

(4) Where feasible, common access easements shall be provided to adjacent off-street parking lots.

(5) Each parking space provided shall be a minimum of 18 feet by 9 feet (perpendicular) or 22 feet by 8 feet (parallel).

(6) All parking and loading spaces on private property shall have a vehicle stopping device installed so as to prevent parking of motor vehicles in any required landscaped areas, to prevent vehicles from hitting buildings, and to prevent any parked vehicle from overhanging a public right-of-way line, public sidewalk, or adjacent private property.

Build-to Line or Build-to Zone. The build-to line or build-to zone shall be the line or area within which the principal building's front façade shall be built.

Building Frontage. It is the percentage of the building's front façade that is required to be located at the front building setback line or zone as a proportion of the block frontage along that public street. Parks, plazas, squares, and pedestrian breezeway frontages shall be considered as buildings for the calculation of building frontage.

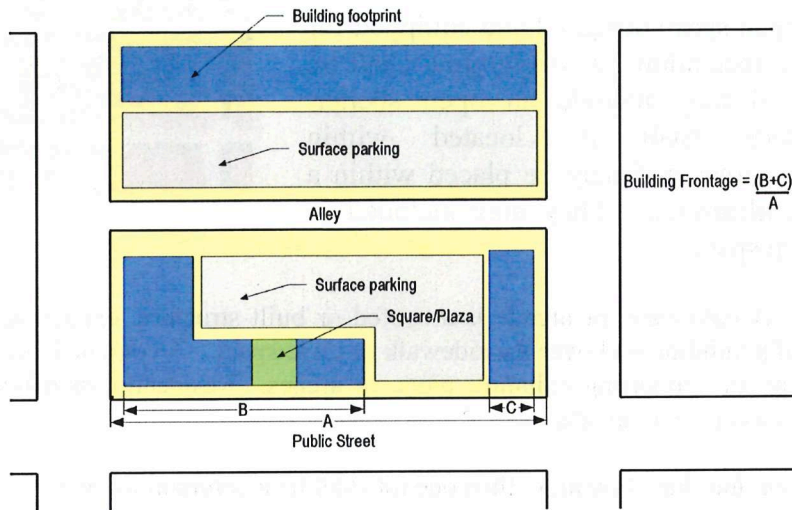


Image showing how building frontage is calculated along a block.

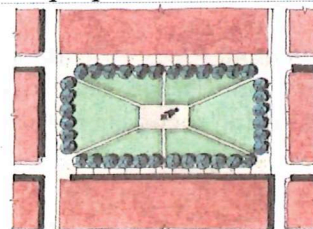
Building Permit. An official document or certificate issued by the City of Duncanville authorizing erection, construction, renovation, maintenance, or any other specified activity on any building, structure or land, or on any installations or facilities therein. The term "building permit" shall include but not be limited to building permits, electrical permits, mechanical permits, and plumbing permits.

Certificate of Occupancy. An official certificate issued by the City through the Administrative Official which indicates conformance with building, zoning and health and safety regulations and authorizes legal use and occupancy of the premises for which it is issued.

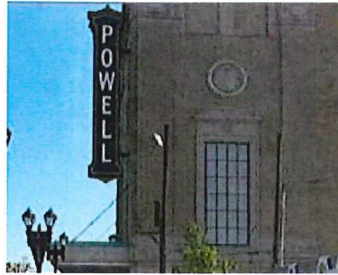
Civic Space. Civic space shall be publicly accessible open space in the form of parks, courtyards, forecourts, plazas, greens, pocket parks, playgrounds, etc. They may be privately or publicly owned. For all residential uses, privately accessible open spaces such as courtyards, porches, and balconies may also be considered as Civic Space for the purposes of this ordinance.

Square

A civic/open space available for unstructured recreation and civic purposes. A square is spatially defined by buildings. Its landscape shall consist of landscaping, hardscaping, water features, pathways, and pedestrian amenities arranged in formal and informal patterns. Squares shall be located at the intersection of important streets.



Sign, blade.



An attached sign oriented perpendicular to the face of the building which projects (vertically or horizontally) more than twelve (12) inches beyond the surface of the building to which it is affixed or supported.

Sign, Directory.



A permanent on-site attached wall sign providing direction to or identifying the buildings/suites in the development/building.

Sign, Light Pole Banner.



A banner sign attached to a light/utility pole along a public street or within a public park.

Sign, Sandwich Board.

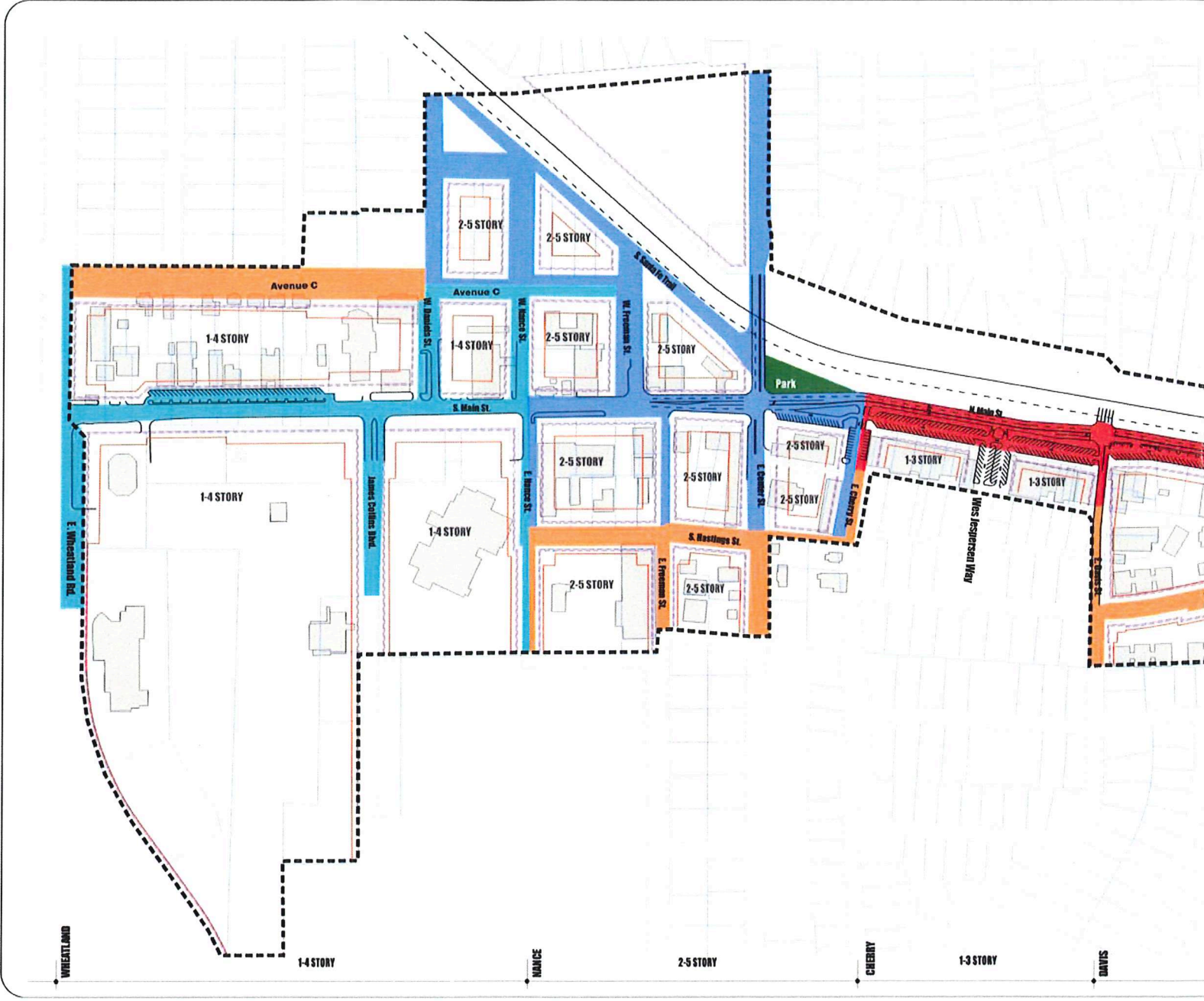


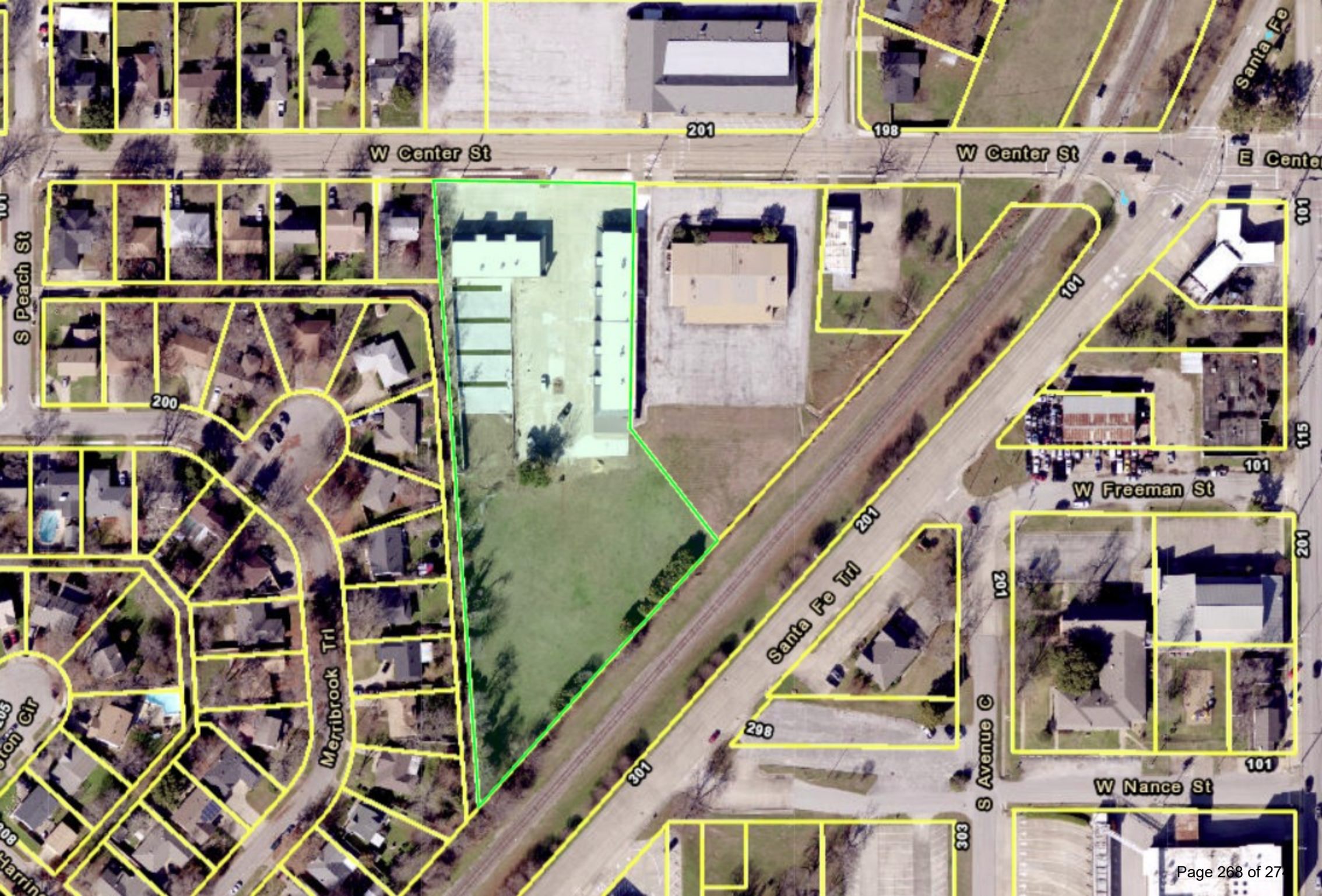
A portable sign consisting of two panels of equal size, which are hinged at the top and or a single panel placed on the ground or pavement so as to be self-supporting.

Stoop.



A small porch or set of steps at the front entrance of a house.





Addendum

To: City of Duncanville Planning and Zoning Commission

From: NEI Development, LLC

Re: SUP Application (ZONE 2025 -0003) – 202 W. Center Street, Duncanville, TX (Old Rail Station)

Approval Objectives: Outdoor Amusement (Pickleball Courts) and Multi-Purpose Arts & Event Center

Request #1 – Pickleball Courts

The applicant seeks approval to develop four (4) pickleball courts adjoining a 4,000 SF multi-purpose facility.

Approval of a four-year SUP to operate a membership-based pickleball facility with limited tournaments and private event rentals. This space will be utilized for arts incubation.

Proposed Features and Operations:

- 12-foot perimeter security fence and noise barrier
- 3,300 SF landscaped greenspace for outdoor lounging
- 600 SF outdoor patio
- Membership-based access model
- Reservation-only court scheduling
- Controlled access and supervised operations
- Owner-managed facility

Programming and Use:

- Pickleball leagues, tournaments, and private court rentals
- Corporate team-building, nonprofit, and school events
- Family-oriented activities in the adjacent greenspace including outdoor yoga, jump rope sessions, pilates, food trucks, and seasonal community gatherings

Hours of Operation:

- Indoor: 8:00 AM – 10:00 PM
- Outdoor: 9:00 AM – 8:00 PM

Safety & Compliance:

- Licensed security staff on-site during events
- Post and enforce community courtesy rules regarding noise
- Full compliance with all City of Duncanville safety and operational requirements
- Ample parking and ADA accessibility provided

Request #2 – Arts Incubator / Multi-Purpose (Flex) Space

The applicant seeks to convert the existing 4,000 SF anchor space into an arts incubator and multi-purpose center designed to serve as a community hub for creativity, wellness, and cultural engagement.

Proposed Features and Programming:

- Owner-managed facility
- Partnership with local arts nonprofits to launch a cultural and creative hub for Duncanville
- Activation through art exhibits, performances, wellness events, and creative workshops
- Potential rotating chef/restaurants model to feature local chefs and restaurateurs to downtown Duncanville
- Complementary programming alongside pickleball tournaments and leagues to encourage regional tourism
- Indoor/outdoor functionality for expos, arts showcases, corporate meetings, and cultural festivals

Community and Economic Impact:

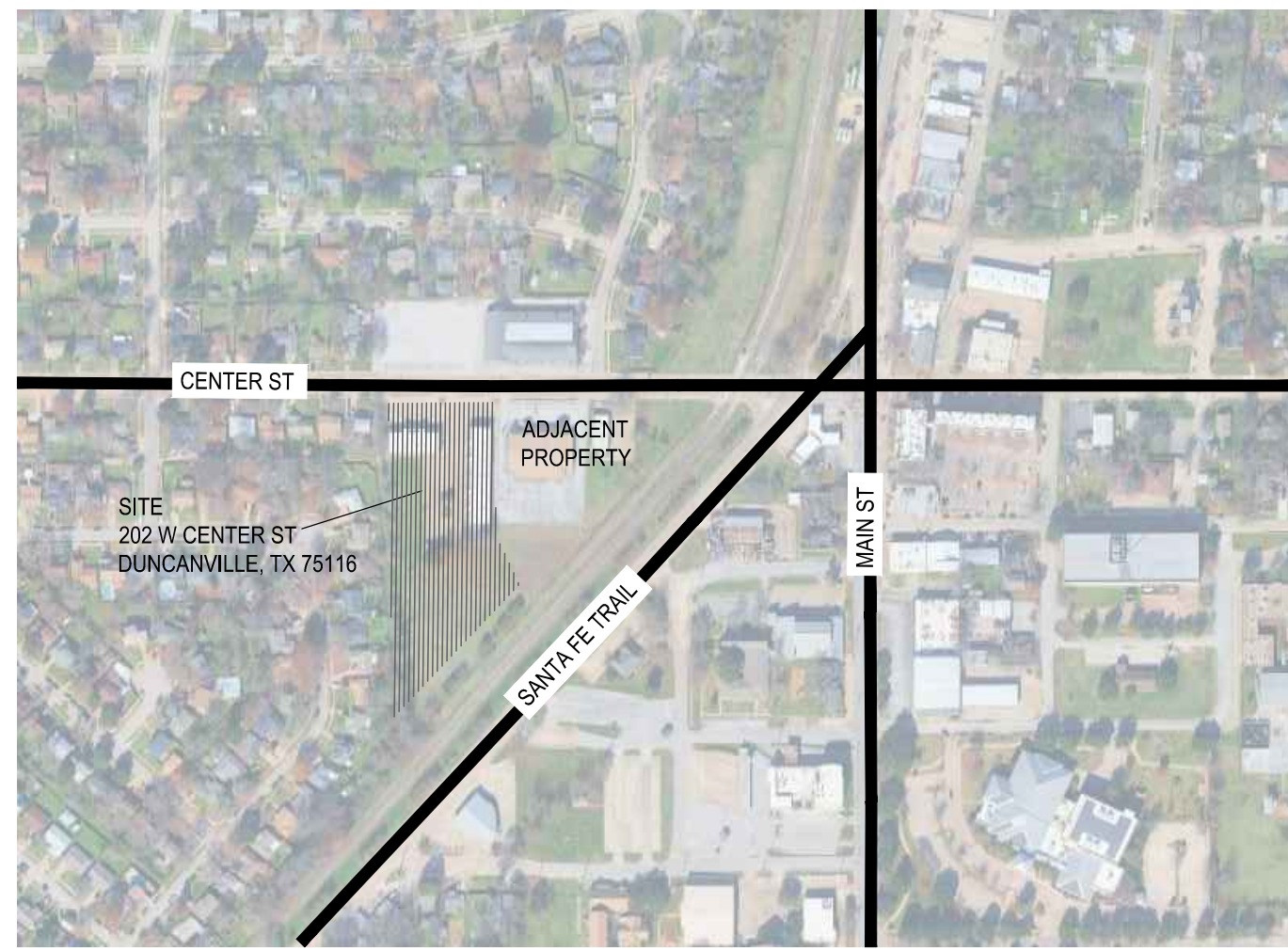
- Aligns with city goals for family recreation, arts & culture in downtown, tourism, and economic development
- Supports partnerships with the City of Duncanville, local schools, and nonprofits
- Designed to drive inclusivity, wellness, and creative entrepreneurship

Facility Improvements:

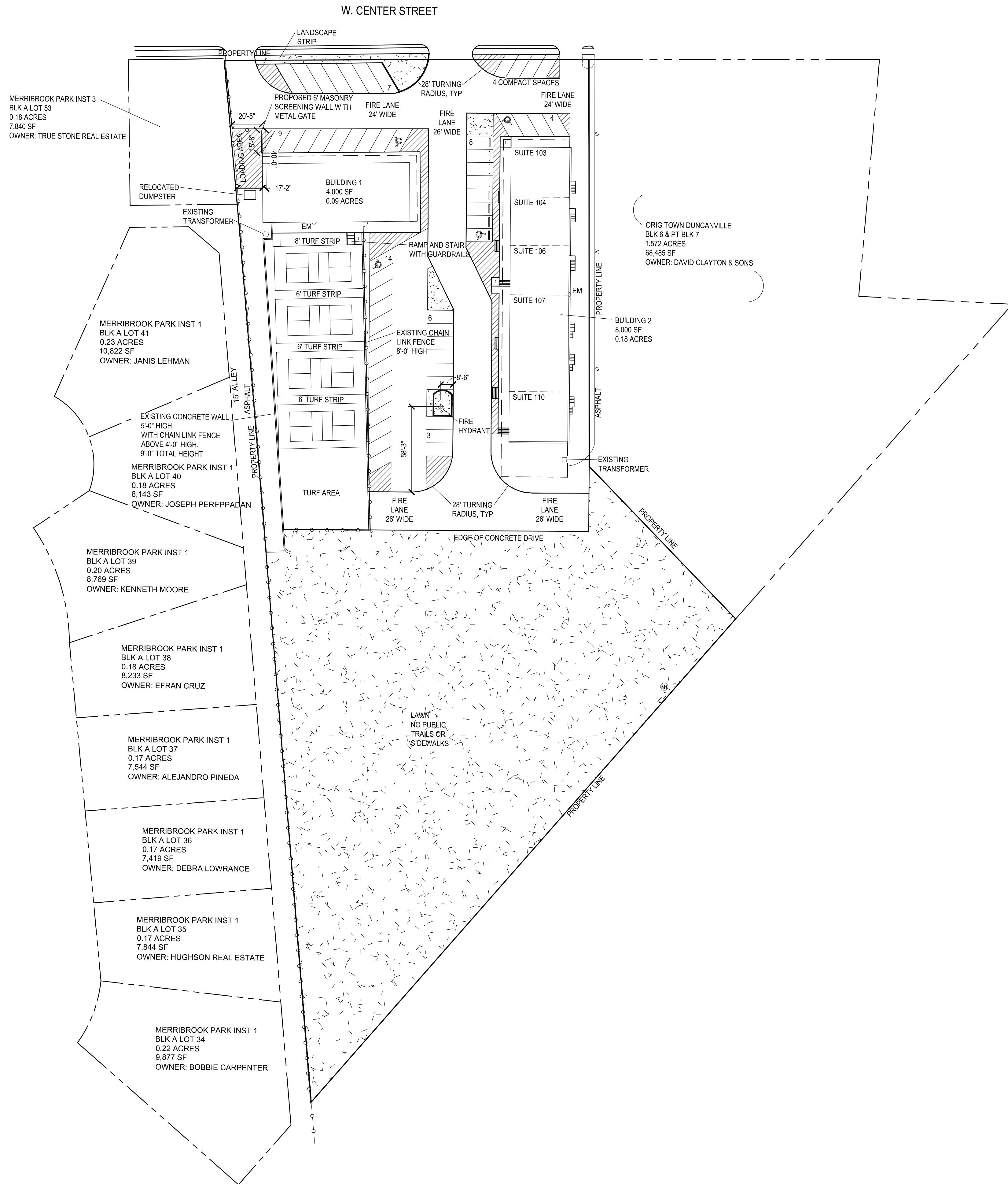
- Fully renovated with new flooring, restrooms, accent wood walls, and HVAC systems
- Standard kitchen in place; to be upgraded to a commercial kitchen with vent hood and grease trap if a qualified food service or restaurant tenant is secured
- Planned collaboration with local caterers, food trucks, and chefs for seasonal menus and private catering

Long-Term Objective:

To establish a permanent restaurant tenant while maintaining flexible community-oriented programming that enhances Old Rail Station's role as a regional destination.

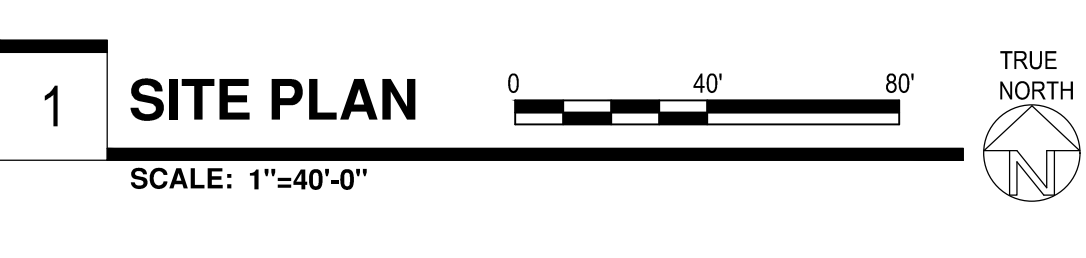


2 VICINITY MAP
SCALE: NO SCALE



SITE DATA TABLE	
ZONING	DOWNTOWN DUNCANVILLE DISTRICT GENERAL, MAIN STREET (GMS)
PROPERTY LEGAL DESCRIPTION	202 W. CENTER ST ORIG TOWN DUNCANVILLE BLK 8 & PT BLK 7
LOT AREA	3.35 ACRES - 145,749 SF
BUILDING 1	4,000 SF - 0.09 ACRES
BUILDING 2	8,000 SF - 0.18 ACRES
LOT COVERAGE	19,200 SF/145,749 SF = 13%
BLDG 1-CURRENT USE	PLACE OF WORSHIP
BLDG 1-PROPOSED USE	EVENT CENTER INCUBATOR WITH PICKLEBALL COURTS
BLDG 2-CURRENT USE	RETAIL AND SERVICE USES
SUITE 103	RESTAURANT, SEATED SERVICE - COFFEE SHOP - 1,347 SF
SUITE 104	GYM & FITNESS FACILITY WITH JUICE BAR - 1,281 SF
SUITE 106	ANIMAL SERVICES, NO OUTSIDE PENS - 480 SF
SUITE 107	MEDICAL CLINIC OR OFFICE - DENTIST, LOCAL SCALE - 2,846 SF
SUITE 110	RESTAURANT, SEATING SERVICE - LOUNGE - 1,361 SF
PARKING TABULATION	
TOTAL OFF STREET PARKING	51 SPACES + 4 HANDICAP = 55 TOTAL SPACES PROVIDED REQUIRED 81 SPACES
BLDG 1 - EVENT CENTER	REQUIRED 1:150 SF = 27 SPACES - PROVIDED 26 + 1 HC = 27 TOTAL SPACES
BLDG 2	PROVIDED 28 SPACES
SUITE 103	RESTAURANT, SEATED SERVICE - COFFEE SHOP - 1,347 SF REQUIRED 1:200 SF - PROVIDED 7 SPACES
SUITE 104	GYM & FITNESS FACILITY WITH JUICE BAR - 1,281 SF REQUIRED 1:300 SF - PROVIDED 5 SPACES
SUITE 106	ANIMAL SERVICES - DOG GROOMING - 480 SF 1:400 SF - PROVIDED 2 SPACES
SUITE 107	MEDICAL CLINIC OR OFFICE - DENTIST - 2,846 SF REQUIRED 1:400 SF - PROVIDED 7 SPACES
SUITE 110	RESTAURANT, SEATING SERVICE - LOUNGE - 1,361 SF REQUIRED 1:200 SF - PROVIDED 7 SPACES

SYMBOL LEGEND	
	PROPERTY LINE



ZONE-2025-00003	
DEVELOPMENT INFO	
NAME OF PROPOSED DEVELOPMENT	OLD RAIL EVENT CENTER
PROPERTY LEGAL DESCRIPTION	202 W. CENTER ST ORIG TOWN DUNCANVILLE BLK 8 & PT BLK 7 OWNER: NEI DEVELOPMENT LLC
LOT AREA	3.35 ACRES - 145,749 SF

**OLD RAIL EVENT CENTER
DUNCANVILLE, TEXAS**
SITE PLAN FOR SUP

DESIGNED BY:	TEW
DRAWN BY:	MTM
CHECKED BY:	K. SHEPHERD
DATE:	1/15/2026
REVISION:	

FILE NO.	XXXXXXXX
JOB NUMBER:	149-01
SHEET 1 OF 1	

544 E Wheatland Road
Duncanville, TX 75137
(214) 430-4450
www.verdunity.com
Texas P.E. Firm Registration No. F-13496
Plan prepared by Timothy Wright, P.E.



Public Notice



Legend

- Roads
- 202 W. Center St.
- 200 ft. buffer
- Parcels within 200 ft. buffer

