



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

Tuesday, January 9, 2024
6:00 P.M. - Work Session/Briefing
7:00 P.M. - Regular Session

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

City of Duncanville City Council meetings are available to all persons regardless of disability. The City of Duncanville offers Hearing Assistance Receivers for use during City Council Regular Sessions. If you require special assistance, please contact the City Secretary at (972)780-5017 or write 203 E. Wheatland Road, 75116, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

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 will be physically present at this meeting.

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.

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person, broadcast by website and social media channels, and by video conference at 6:00 pm on Tuesday, January 9, 2024 in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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

Due to limited seating in council chambers, persons or participants may participate by live broadcast via Swagit in order to maintain safe social distance as provided in this notice.

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

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

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

- Submit a comment by 4:00 p.m. on Tuesday, January 9, 2024.
- Email city.secretary@duncanvilletx.gov
- Email title: Public Comment – Tuesday, January 9, 2024
- First Name, Last Name, and Address

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

- | | | |
|----|--|--------|
| A. | Presentation on Native/Naturalistic Landscaping.
Briefing Presentation on Native/Naturalistic Landscaping | 5 - 12 |
| B. | Finance Department to provide Council with an update on the progress of completing the FY22 audit.
Update on the FY2022 Audit | 13 |

EXECUTIVE SESSION

- | | | |
|----|---|----|
| 1. | City Council shall convene into closed executive session pursuant to the Tex Govt Code Sections 551.071 and 551.074 to seek legal advice concerning Chapter 2, Administration, Article III Code of Ethics, Division 2, Code of Ethics for elected and appointed officers. | |
| 2. | City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of the Duncanville Community Theater building and the Duncanville Fieldhouse.
Executive Session | 14 |

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 - Brother Sammie Berry, Dallas West Church of Christ

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

The Mayor's Report, the Councilmembers' Reports, and the City Manager's Report are informational only. There is no Council deliberation or action taken on any of these items.

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

2. PROCLAMATIONS AND PRESENTATIONS

- | | | |
|----|---|----|
| A. | Presentation of Champion of the City - Duncanville Outreach Ministry | |
| B. | Proclamation recognizing Martin Luther King Jr. Day, January 15, 2024 | 15 |

3. 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 October 18, 2022, 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.

4. 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 December 19, 2023, City Council Regular Meeting.
City Council - 19 Dec 2023 - Minutes | 16 - 20 |
| B. | Consider a Resolution casting the City Council of the City of Duncanville's runoff vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).
DCAD Runoff Vote | 21 - 25 |

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

6. STAFF AND BOARD REPORTS

- | | | |
|----|--|---------|
| A. | Presentation of the 2023 Christmas Parade and Tree Lighting Celebration Event Debrief
Presentation of the 2023 Christmas Parade and Tree Lighting Celebration Event Debrief | 26 - 27 |
|----|--|---------|

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: **Friday, January 5, 2024 , by 5:00 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."



STAFF REPORT

MEETING: City Council - 09 Jan 2024

TITLE:

Presentation on Native/Naturalistic Landscaping.

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:

Tyler Agee, Assistant Director of Parks and Recreation, Keep Duncanville Beautiful Staff Liaison

BACKGROUND/HISTORY:

The Keep Duncanville Beautiful Board would like to discuss changes to the City's policies pertaining to Native or Naturalistic Landscaping. Currently, landscaping limitations include weeds, brush, or any unpleasant or unsightly vegetation over 12 inches tall. The KDB board hopes this conversation will start a process towards a Natural Landscaping Ordinance for the City of Duncanville.

POLICY EXPLANATION:

The Keep Duncanville Beautiful Board finds that the installation and maintenance of managed, natural landscapes could be beneficial to the city's environmental impact and its citizens by requiring fewer potentially harmful and costly inputs, improving storm water retention, increasing water quality and biodiversity, reducing greenhouse emissions, and providing habitats for native species.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

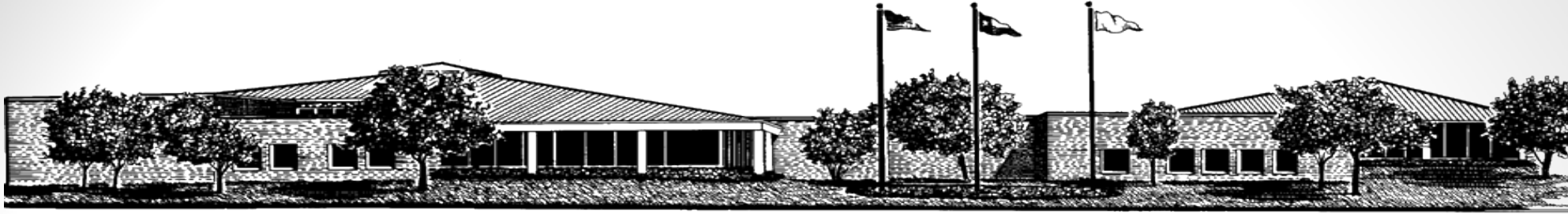
\$0.00

ACTION ALTERNATIVES:

1. Approve further action on this topic.
2. Do not support further action on this topic.
3. Other suggestions as directed by Council.

ATTACHMENTS:

[Landscape Ordinance Presentation](#)



BRIEFING PRESENTATION ON NATIVE LANDSCAPING

JANUARY 9, 2024

TYLER AGEE – ASSISTANT DIRECTOR
OF PARKS AND RECREATION



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



BRIEF HISTORY

- Origin of this topic
 - Native Plant Enthusiast/ Naturalist
 - Keep Duncanville Beautiful Board
- Background
 - Limitations on native plant life and vegetation
 - Current Regulations



HISTORY CONT.

- Finding Balance
- Pros
 - Low maintenance, Environmentally beneficial, Beautiful
- Cons
 - Unsanitary, Unsafe, Unsightly
- Other Cities
 - Conservation Initiatives, Utility Bill Rebates, Educational programs, Certification program.





PROGRAM PROPOSAL

- Exemption or Certification Program
 - Pilot Program for 2 years to gauge participation, interest, and feasibility.
 - Attendance at a yearly education workshop and reapplication every 3 years.
 - Approved vegetation list
 - Designated signage must be visible throughout garden life cycle
 - Managed by KDB Board members and City Staff
 - Native Plant Society of Texas, Master Naturalist, Master Gardeners



CONCLUSION

- Is there a place for wildflowers and prairie grass in the residential areas of Duncanville?
 - Approve –further action
 - Deny – further action
 - Other guidance requested by the council



Thank you
Any questions?



STAFF REPORT

MEETING: City Council - 09 Jan 2024

TITLE:

Finance Department to provide Council with an update on the progress of completing the FY22 audit.

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 Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Richard Jackson, Managing Director of Fiscal Services and CFO

BACKGROUND/HISTORY:

Finance Department to provide Council with an update on the progress of completing the FY22 audit.

POLICY EXPLANATION:

Finance Department to provide Council with an update on the progress of completing the FY22 audit.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

N/A

Purchase Amount

N/A

After Encumber

N/A

ACTION ALTERNATIVES:

1. Receive the update from the Finance Department.



STAFF REPORT

MEETING: City Council - 09 Jan 2024

TITLE:

City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of the Duncanville Community Theater building and the Duncanville Fieldhouse.

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:

Robert D. Brown, Jr., Interim City Manager
David Kees, Interim Assistant City Manager

BACKGROUND/HISTORY:

Executive session.

POLICY EXPLANATION:

Executive session.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Convene into executive session to discuss the agenda item.

OFFICE OF THE MAYOR



- WHEREAS,** Dr. Martin Luther King, Jr., devoted his life to advancing equality, social justice, and opportunity for all, and challenged all Americans to participate in the never-ending work of building a more perfect union; and
- WHEREAS,** Dr. King's teachings continue to guide and inspire us to address challenges in our communities; and
- WHEREAS,** the King Holiday and Service Act, enacted in 1994, designated the King Holiday as a National Day of Volunteer Service, and charged AmeriCorps with leading this effort; and
- WHEREAS,** since 1994 millions of Americans have been inspired by the life and work of Dr. Martin Luther King, Jr., to serve their neighbors and communities on Dr. King's Holiday; and
- WHEREAS,** serving on MLK Day is an appropriate way to honor Dr. King. Through service we can build more equitable and just communities to underpin racial equity, expand civic opportunities, and foster respect for individual differences; and
- WHEREAS,** the MLK Day of Service is the only federal holiday commemorated as a national day of service, and offers an opportunity for Americans to give back by participating in community service in honor of Dr. King's dream of a Beloved Community, and make an ongoing commitment to service throughout the year; and
- WHEREAS,** MLK Day of Service projects are being organized by a wide range of nonprofit and community organizations, educational institutions, public agencies, private businesses, and other organizations across the nation; and
- WHEREAS,** each of us can and must contribute to making our communities better with increased opportunity for all citizens, and
- WHEREAS,** citizens of Duncanville have the opportunity to participate in events throughout our city on the MLK Day of Service, January 15, 2024, as well as create and implement community service projects where they identify the need; and

NOW, THEREFORE, I, Barry L. Gordon, Mayor of the City of Duncanville, Texas do hereby proclaim January 15th, the Martin Luther King Jr. holiday as a Day of Service in Duncanville and call upon the people of the Duncanville community to pay tribute to the life and works of Dr. Martin Luther King Jr. through participation in community service projects on Martin Luther King, Jr. Day and throughout the year.

MARTIN LUTHER KING, JR. DAY OF SERVICE RECOGNITION IN DUNCANVILLE

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 9th day of 2024.

Mayor, The City of Duncanville

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Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, December 19, 2023

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, December 19, 2023, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Councilmember At-Large DeMonica Gooden
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Karen Cherry-Brown
Mayor Pro Tem Greg Contreras

COUNCIL ARRIVING AT:

COUNCIL ABSENT:

WORK SESSION / BRIEFING

- 1. DISCUSS AGENDA ITEMS**
Mayor Gordon read the item into the record, and Interim City Manager Brown reviewed each item.
- 2. CITY COUNCIL CALENDAR**
City Secretary Chiquita Taylor reviewed the council calendar.
- 3. BRIEFINGS / PRESENTATIONS**

A. Boards and Commissions Updates

Request from Tyler Agee, liaison for Keep Duncanville Beautiful, and Jeremy Tennant, former liaison for Neighborhood Vitality Commission, to merge these two boards due to inability to achieve quorum and lack of membership interest.

Councilmember Gooden stated she would like to have a conversation with Neighborhood Vitality Commission before considering merging the board with Keep Duncanville Beautiful Commission. After discussion and input from Councilmembers McBurnett, Koontz, and Contreras, council agreed to wait at least a year before considering merging the boards.

Request from Alex Hamby, liaison for the Arts Commission, to move murals from Keep Duncanville Beautiful to the Arts Commission. We have met with Keep Duncanville Beautiful liaison Tyler Agee on this proposal, and he is agreeable to the change if approved.

Art Commission Chair, Ron Thompson briefed the council on this proposal. The council agreed to move forward with moving murals to Arts Commission.

B. Council to consider selecting three members to serve on the Charles F. Ladd Nature Preserve Master Plan RFQ evaluation committee.

The committee members for RFQ Master Plan evaluation committee are Councilmembers Koontz, Contreras, and Veracruz. Chief Purchasing Officer Elton Brock explained the procurement process. He stated we received nine proposals and need to go through the process of ranking them. Three staff members will also be participating.

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Mayor Gordon recessed the Briefing Session at 6:58 p.m. for the City Council to convene into Executive Session.

EXECUTIVE SESSION

The Executive Session was called into session at 6:58 p.m. and Attorney Joseph Gorfida, Jr. attending for City Attorney Hager, read the item into record.

The Council closed the Executive Session at 7:10 p.m.

- 1. ***The City Council shall convene into closed executive session pursuant to Sections 551.071, 551.076 and 551.089 of the Texas Gov’t Code, to deliberate and consider the status of FY2021-2022, and to consider past and current auditor and audits; and, regarding security of municipal funds deployment and implementation of security measures and internet transactions, payment and banking security and related topics; and, to seek legal advice from the City Attorney regarding the same and take necessary action***

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. or immediately following the 6:00 pm Work Session/Briefing)

The City Council convened into Regular Session in the Council Chambers at 7:18p.m. with Mayor Gordon presiding.

Councilmember Koontz delivered the Invocation.

Mayor Gordon led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. Mayor’s Report.

Councilmember Don McBurnett made a motion to approve the request by Mayor Gordon to exceed the three-minute limit, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

Mayor Gordon updated citizens on the Joe V’s Smart Shopper location, which is opening in late 2024, the Best Southwest Mayors meeting held on December 12th, and cyber fraud and Artificial Intelligence.

He congratulated the Duncanville Football Team on winning the State Championship. The dates of the parade will be arranged at a later date.

Wished all a happy holiday!

B. Councilmembers’ Reports

Councilmember Gooden congratulated the Duncanville Panthers football team on back-to-back state championships. The Arts Commission had a holiday mixer and stated it was a job well done. She thanked Duncanville citizens for their support and wished everyone Happy Holidays!

Councilmember McBurnett congratulated the Duncanville Panthers on their championship. Thanks council and staff for what they are doing and will continue to do.

Councilmember Koontz gave an update on the Housing Finance Corporation summit he attended. He thanked the council for allowing him to serve on the Board. He commended the Parks department on Family Game Night.

C. City Manager’s Report.

Councilmember Don McBurnett made a motion to approve request by ICM Brown to exceed the three-minute limit, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

Mr. Brown commended the Police Department on the success of this year’s

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Santa Cop Program. They made deliveries to thirty-five families making this the largest one yet.

He introduced Richard Jackson as the new Managing Director of Fiscal Services.

Mr. Brown thanked City Managers from various cities for their assistance during his time as Interim City Manager. He thanked the city council, staff and specifically Dennis Baldwin, Interim Finance Director, Elton Brock, Dennis Hickman, and Finance team, Jennifer Otey, Budget Analyst, and David Kees, Interim Assistant City Manager. He also thanked his wife for her support during this time.

2. **PROCLAMATIONS AND PRESENTATIONS**

A. ***Recognition of Keep Duncanville Beautiful Winter 2023 Curb Appeal Residential Properties.***

Presented by Tyler Agee, Assistant Director of Parks and Recreation.

B. ***Presentation of the Keep Duncanville Beautiful Winter 2023 Business Beautification Award Plaque and Proclamation to Alfonso's Breakfast Burritos located at 306 N. Cedar Ridge Dr.***

Presented by Tyler Agee.

C. ***Recognize the award recipients of the 2023 Christmas Parade float contest.***

Presented by Angela Owens, City Events Planner
Best Float - Charlton Methodist Medical Center
Best Use of Lights - Duncanville Girls Softball Association
Grand Marshal's Choice - Duncanville Parks and Recreation Advisory Board

3. **CITIZENS' INPUT**

“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.

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

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

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

- Submit a comment by 4:00 p.m. on _
- Email citysecretary@duncanvilletx.gov
- Email title: Public Comment – _
- First Name, Last Name, and Address

No citizen comments

4. **CONSENT AGENDA**

Mayor Gordon requested City Secretary read the Consent Agenda Items.

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- A. *Consider the Minutes for the December 5, 2023 City Council Regular Meeting.*
- B. *Consider a Resolution authorizing a sole source agreement with Stryker Corporation for annual maintenance, service repairs and parts for the LifePak 15 cardiac monitoring/defibrillator devices and Lucas chest compression devices in the expenditure amount of \$55,282.80.*
- C. *Consider a Resolution approving a Beverage Agreement with Coca-Cola Refreshments, USA, Inc. for the beverage rights at the Duncanville Fieldhouse.*
- D. *Consider an Ordinance creating Classified Positions under Civil Service in the Police and Fire Departments; providing for a Pay Scale under Civil Service; repealing all Ordinances in conflict herewith; and, providing a severability clause; providing a repealing clause.*
- E. *Consider a Resolution authorizing a cooperative purchasing agreement with OMNIA Partners; and authorizing a contract with Fastenal for the purchase of Maintenance, Repair, and Operations Supplies and Related Services through OMNIA Partners Contract R192001 for a one-year term, with the option to renew up to four additional one-year terms, in an estimated amount not to exceed \$275,000.00, subject to appropriation.*
- F. *Consider a Resolution awarding a bid and authorizing a purchasing agreement with Versalift Southwest, LLC, for a Versalift VST-40-MHI Bucket Truck on a 2023 Chevrolet 5500 chassis in the expenditure amount of \$168,586.86.*
- G. *Consider an Ordinance amending the FY 2023-2024 budget by appropriating fund balance resources to replenish funds utilized for an emergency purchase of Uninterrupted Power Supply (UPS) equipment and amending expenditures.*
- H. *Consider a resolution requesting to extend the original Council authorization of \$90,000 by an additional \$33,100.00 to support the current year's audit. Funding for the requested action is contained in the current year's budget by adjusting departmental expenditures.*

Councilmember McBurnett asked what the company is currently doing for us. ICM Brown introduced the new Managing Director of Finance Richard Jackson. Mr. Jackson stated at the time the contract was started, they worked on bank reconciliations, and other items identified by the Finance department. This was due to the massive amount of turnover in the Finance department. Upon revisiting, we realized we needed additional expenditures for the additional invoices coming in and what we would be needing for the Bey Accounting Firm. This included a combination of support, answering and training in respect to Munis. Most particularly items related to the audit. Additional funds are a combination of additional invoices and expenses related to the audit. Fiscal Services Manager Dennis Hickman stated when the \$90,000 was requested, we did not have a Managing Director. We now have a mandatory Munis update that must be done. Chief Information Officer Gwendolyn Spencer stated Bey accounting has implemented Munis successfully in other cities. We need to update with the patches from Munis. This has been scheduled for the week before January 15th. The experience from Bey is necessary to get Munis with the new updates working properly. Mayor Gordon along with Councilmember McBurnett requested a monthly update on the Munis update.

Councilmember Don McBurnett made a motion to approve the consent agenda items as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. *Take any necessary action as a result of the Executive Session.*
No action as a result of executive session.

6. STAFF AND BOARD REPORTS

Draft

- A. **Receive the Fiscal Year 2022-2023 Fourth Quarter Investment Report as of September 30, 2023.**
Dennis Hickman introduced Tim Pinion with Valley View Consulting who reviewed this item.
- B. **Receive the Monthly Financial Report as of October 31, 2023.**
Mr. Jackson relayed the report submitted is in draft form. We will be presenting a Financial Report on a monthly basis going forward.

The item was presented by Budget Administrator Jennifer Otey.
- C. **Receive the Parks and Recreation Department Quarterly Report**
Presented by Director of Parks and Recreation Bart Stevenson.
Councilmember Contreras asked about I-20 improvements. Mr. Stevenson stated they are complete with fencing needing to be moved. Mr. Contreras is glad to hear we are renting out our fields for soccer tournaments. Councilmember Koontz commended the Parks department on the lights in Armstrong Park.
- D. **Receive the Library Quarterly Report**
Presented by Library Director Julio Vasquez.

ADJOURNMENT

The meeting was adjourned at 8:52 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY



STAFF REPORT

MEETING: City Council - 09 Jan 2024

TITLE:

Consider a Resolution casting the City Council of the City of Duncanville's runoff vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).

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 Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:

In accordance with state law, the nomination process for persons to serve on the Dallas Central Appraisal District Board of Directors has been completed. By state law, the agency is required to vote by official ballot resolution.

POLICY EXPLANATION:

Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary between the top two finishers: Michael Hurtt of Desoto and Brett Franks of Sachse.

The City of Duncanville must cast one vote for one of the following runoff nominees:

- Michael Hurtt
- Brett Franks

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

Purchase Amount

After Encumber

\$0.00

\$0.00

\$0.00

ACTION ALTERNATIVES:

1. Other actions as directed by Council.

ATTACHMENTS:

[CORRECTED LETTER - Suburban Cities for RUNOFF BOD Election 12-28-2023
Run Off Ballott Cities 2023](#)



Dallas Central Appraisal District

DATE: December 21, 2023

TO: Suburban Cities Mayors, City Managers, City Secretaries and Finance Directors

FROM: W. Kenneth Nolan, Executive Director/Chief Appraiser

RE: Runoff for 2023 Election of Suburban Cities Representative to DCAD Board of Directors

State law requires the Chief Appraiser to conduct an election of representatives to the Board of Directors in odd numbered years. The process outlined in the Texas Property Tax Code requires the election to be conducted and the individual entities notified of the results once the process is complete.

1. Suburban Cities Election

The election process requires a runoff. The following suburban cities participated in the election. Each of their selections is noted below. *The current tally indicates Michael Hurtt of Desoto received 13, Brett Franks of Sachse received 4, Shante L. Allen of Glenn Heights received 2, Diane Cartwright of Irving received 1, and Steve Nichols of Hutchins received 1 of the 21 votes cast.*

The current tally indicates Michael Hurtt of Desoto received 11, Brett Franks of Sachse received 4, Terry Lynne of Farmers Branch received 3, Carrie Gordon received 2, Mark Jones of Desoto received 1, and Steve Nichols of Hutchins received 1 of the 22 votes cast. Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary between the top two finishers: Michael Hurtt of Desoto and Brett Franks of Sachse.

<u>City</u>	<u>Candidate Selected</u>
1. Addison	Michael Hurtt
2. Balch Springs	Terry Lynne
3. Carrollton	Michael Hurtt
4. Cedar Hill	Abstain
5. Cockrell Hill	Abstain
6. Combine	Abstain
7. Coppell	Abstain
8. DeSoto	Mark Jones
9. Duncanville	Michael Hurtt
10. Farmers Branch	Terry Lynne
11. Ferris	Michael Hurtt
12. Garland	Abstain
13. Glenn Heights	Carrie Gordon

Office of Executive Director/Chief Appraiser
 2949 N. Stemmons Freeway • Dallas, Texas 75247-6195 • (214) 631-0520
 Web Site: www.dallascad.org

14. Grand Prairie	Abstain
15. Grapevine	Abstain
16. Highland Park	Brett Franks
17. Hutchins	Steve Nichols
18. Irving	Terry Lynne
19. Lancaster	Michael Hurtt
20. Lewisville	Abstain
21. Mesquite	Michael Hurtt
22. Ovilla	Michael Hurtt
23. Richardson	Michael Hurtt
24. Rowlett	Carrie Gordon
25. Sachse	Brett Franks
26. Seagoville	Michael Hurtt
27. Sunnyvale	Brett Franks
28. University Park	Michael Hurtt
29. Wilmer	Michael Hurtt
30. Wylie	Brett Franks

A runoff ballot is enclosed.

Please make plans on your council agenda during January to vote for a Suburban Cities Representative. The person who receives the most votes from the suburban cities in the runoff election is then declared the Fourth member of the DCAD Board of Directors. We appreciate your cooperation in this important process.

Enclosure
Runoff Ballot

Cc w/o Encl:

DCAD Board of Directors

Michael Hurtt
217 South Hampton Rd
Desoto, TX 75115

Brett Franks
4811 West Creek Ln.
Sachse, TX 75048-4301

RUNOFF ELECTION BALLOT

RESOLUTION NO. 2024-198

A RESOLUTION OF THE CITY OF Duncanville, DALLAS COUNTY, TEXAS, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

WHEREAS, Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member to the Board.
2. The Dallas Independent School District shall appoint one (1) member to the Board.
3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.
4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.
5. Each of the School Districts, and the Dallas County Community College District, except the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said school districts shall, from the nominations received, elect by a majority vote, with each school district and the community college district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum, and

WHEREAS, the City of Duncanville does hereby cast its vote by marking the ballot below:
(Check one only)

☐ **Michael Hurtt**

☐ **Brett Franks**

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Duncanville does hereby confirm its one (1) vote for the election of _____ as the suburban cities' representative to the Board of Directors of the Dallas Central Appraisal District.

PASSED AND APPROVED, this the 9th day of January, 2024

MAYOR

ATTEST:

CITY SECRETARY

SEAL:



STAFF REPORT

MEETING: City Council - 09 Jan 2024

TITLE:

Presentation of the 2023 Christmas Parade and Tree Lighting Celebration Event Debrief

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:

Tyler Agee, Assistant Director of Parks and Recreation

Matt Stogner, Assistant Chief of Police

BACKGROUND/HISTORY:

The Christmas Parade and Tree Lighting Celebration in Duncanville is a long-standing tradition that dates back decades. In 2022, the event was relocated from the Downtown area to Armstrong Park. This year, on December 1, 2023, the festivities began with the parade at 6:00 PM, followed by the Tree Lighting Celebration at 7:15 PM, and a Drone Show at 8:30 PM. The parade featured 41 entries, with Dr. Danielle Franklin and Dr. Mike Miner being honored as Man and Woman of the Year, and Ms. Starlene Stringer serving as the Grand Marshal. The event also marked the debut of the new City Manager, Douglas Finch. The Tree Lighting Celebration included 6 Christmas décor picture stations, over 5300 participants, 21 vendors, and 29 beautifully lit trees in the park. Entertainment was provided by various DISD choirs, a DJ, and a mesmerizing drone show, along with fun activities like a bounce house and an ice slide.

POLICY EXPLANATION:

The purpose of this Christmas Celebration Event Debrief is to evaluate and reflect on the holiday event's planning, execution, and outcomes. It allows city staff to assess what went well and what could be improved, helping to enhance future holiday celebrations. The debrief provides insights into areas such as safety, participant feedback, budget management, and overall event success. It enables city staff to learn from their experiences, make necessary adjustments, and ensure that future Christmas events are more enjoyable, efficient, and successful for both participants and staff alike.

FUNDING SOURCE:

ORG and Object Number

Special Events Rentals - 01044200-700443

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Other actions as directed by Council.