



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 21, 2020
6:00 P.M. - Work Session/Briefing
7:00 P.M. - Regular Session

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.

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.

Page

WORK SESSION / BRIEFING

Citizen comments will not be heard during the Work Session/Briefing, but will be heard during the Regular Session.

1. DISCUSS AGENDA ITEMS

2. BRIEFINGS / PRESENTATIONS

- | | | |
|----|--|--------|
| A. | Receive a briefing on the status of the Zoning Ordinance Update. | 4 - 5 |
| | Zoning Ordinance Update | |
| B. | Discuss Annual City Council Calendar. | 6 - 14 |
| | Annual City Council Calendar | |

EXECUTIVE SESSION

1. City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code, Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property, to wit: real properties generally located north of Wheatland Rd., east of Cedar Ridge and west of Cockrell Hill Rd.

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M.)

CALL TO ORDER

INVOCATION - Arise Church - Pastor Chris Gutierrez

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

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

2. PROCLAMATIONS AND PRESENTATIONS

None

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"

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.

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 January 7, 2019 City Council Special Meeting, and January 7, 2019 City Council Regular Meeting. 15 - 19
[2019-01-07- City Council Special Meeting Minutes - UNAPPROVED](#)
[2019-01-07 - City Council -Minutes - UNAPPROVED](#)
- B. Consider a Resolution authorizing the annual procurement of senior meal program services with Visiting Nurse Association of Texas, in the unit amount bid through the City of Grand Prairie Contract #17124, with an annual estimated expenditure amount of \$72,500.00. 20 - 30
[Visiting Nurse Association of Texas](#)
- C. Consider a Resolution approving the Dallas County Election Systems & Software Expressvote Universal Voting System to be used in all future elections held in the City of Duncanville while contracting with Dallas County Elections. 31 - 35
[Dallas County Election Systems & Software Expressvote Universal Voting System](#)
- D. Consider a Resolution casting the City Council of the City of Duncanville's vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD). 36 - 44
[Dallas Central Appraisal District \(DCAD\) Vote](#)

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Consider a Resolution authorizing the City Manager to move forward with the planning and implementation of a signature community event for the fall of 2020.

45 - 48

[Signature Community Event for the Fall of 2020](#)

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

6. STAFF AND BOARD REPORTS

- A. Receive Police Department Quarterly Report.

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 at the entrance to the City of Duncanville City Hall, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanville.com and said Notice was posted on the following date and time: **Thursday, January 16, 2020 at 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.



Kristin Downs, City Secretary

PURSUANT TO SECTION 30.07, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS MEETING ROOM WITH A HANDGUN THAT IS CARRIED OPENLY.

DE CONFORMIDAD CON LA SECCIÓN 30.07 DEL CÓDIGO PENAL (PREVARICACIÓN POR LICENCIATARIO CON UNA ARMA DE MANO LLEVADA ABIERTAMENTE), UNA PERSONA CON LICENCIA BAJO EL SUBCAPÍTULO H, CAPÍTULO 411, CÓDIGO DE GOBIERNO (LEY DE LICENCIAS PARA PORTAR ARMAS), NO PUEDEN ENTRAR A LA SALA DE REUNIONES CON UNA ARMA DE MANO QUE SE PRACTICA ABIERTAMENTE.

"PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY HOLDER OF LICENSE TO CARRY A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUB-CHAPTER H, CHAPTER 411, GOVERNMENT CODE (CONCEALED HANDGUN LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN"

"DE ACUERDO CON LA SECCIÓN 30.06 DEL CÓDIGO PENAL (INGRESO SIN AUTORIZACIÓN DE UN PORTADOR DE UNA LICENCIA PARA LLEVAR UN ARMA CORTA OCULTA), UNA PERSONA CON LICENCIA SEGÚN EL SUBCAPÍTULO H, CAPÍTULO 411 DEL CÓDIGO DEL GOBIERNO (LEY PARA PORTAR ARMAS CORTAS OCULTAS), NO PUEDE INGRESAR A ESTA PROPIEDAD CON UN ARMA CORTA OCULTA"



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

Receive a briefing on the status of the Zoning Ordinance Update.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- **2. Create high quality neighborhoods and parks**
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Bryan G. Ramey, II, P.E., Director of Public Works
Chasidy Allen Benson, AICP, City Planner

BACKGROUND/HISTORY:

With adoption of the Comprehensive Plan in September 2017, the City of Duncanville provided a framework for future development decisions and set the direction for change. A primary action for implementing the comprehensive plan is a zoning ordinance revision. The City last initiated a major update of the Zoning Ordinance in 1998 and completed it in 2002. The last major update was completed by Public Works staff with substantial input from the Planning and Zoning Commission.

City Council approved funding in the FY18-19 budget to authorize hiring a consultant to assist with the ordinance rewrite. Freese and Nichols was hired after an RFQ and interview process. The goal of the city was to engage the community and stakeholders in a participatory process to build consensus for the ordinance update around the vision established in the adopted Comprehensive Plan.

The Zoning Ordinance update started in January 2019 with an online survey and launch of a project website. The first community open house and stakeholder interviews were held in February. The consultant subsequently met with staff, Planning and Zoning Commission and City Council to discuss the results of the diagnostic report. The diagnostic report was formulated from the public input received and direction from Planning and Zoning Commission and City Council during the joint workshop in July.

The diagnostic report set the foundation for the drafting of the document by highlighting the policy direction for land use, development standards and procedures. Staff and the Planning and Zoning Commission have been reviewing the draft document in sections since October 2019, with updates posted on the project website. Review and draft revisions will continue in the coming months as discussions continue with the Planning and Zoning Commission.

A joint workshop for the Planning and Zoning Commission and City Council is scheduled for April 2020 to discuss the draft in detail and finalize certain policy decisions. Another community open

house will be held in the spring to discuss the draft and receive feedback on the major components of the document. Public hearings for adoption of the ordinance may take place in the 3rd or 4th quarter, depending on feedback during the review process.

The update will have three primary goals: to update and correct outdated regulations, address redevelopment and align with the vision established in the Comprehensive Plan. The City Council will adopt the update to the Zoning Ordinance to provide direction to City officials, staff, residents, businesses, and the development community. Updating the Zoning Ordinance is also necessary to comply with state legislative changes.

A specific recommendation included in the Comprehensive Plan was to perform a diagnostic and update the zoning ordinance to ensure the city achieves the community vision established in the Comprehensive Plan.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

This item was budgeted for in the One Time Project Fund.

RECOMMENDATION:

N/A



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

Discuss Annual City Council Calendar.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America
 - Goal: N/A

STAFF RESPONSIBLE:

Kevin Hugman, City Manager

BACKGROUND/HISTORY:

To provide City Council with the opportunity to review the 2020 calendar of events for City Council, and plan in advance various City Council functions such as budget workshops and the City Council annual retreat. The attached calendar has been prepared with known or expected dates for City Council meetings, City holidays, major Chamber of Commerce events, other major city-wide events of interest to City Council, tentative Town Hall meeting dates, etc.

Events which City Council is requested to provide input on, include:

- Selection of executive search firm .
- Joint Meetings with Park Board, DCEDC, and P&Z
- Town Hall meetings
- Board and Commission Interviews

POLICY EXPLANATION:

City Council discuss 2020 calendar of events and provide input to staff for planning purposes.

FUNDING SOURCE:

NA

RECOMMENDATION:

City Council discussion and input to 2020 calendar of events for City Council.

ATTACHMENTS:

[Attachment 1 - City Council Calendar](#)

ATTACHMENT 1

January 2020

January 2020							February 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 29	30	31	Jan 1, 20	2	3	4
			ISD on Winter Break			
			City Offices Closed			
5	6	7	8	9	10	11
ISD on Winter Break						
		4:00pm Joint Meeting w/DCEDC				
		6:00pm City Council Meeting (City Council				
12	13	14	15	16	17	18
			1st Day to File for Place on the Ballot	6:00pm (State of the City) Celebrate Duncanville - Chamber Event (Hilton Garden Inn)		CANCELED - duncanSWITCH - Chamber Event
19	20	21	22	23	24	25
	City Offices Closed	6:00pm City Council Meeting (City Council Briefing Room / Chambers)				
26	27	28	29	30	31	Feb 1

City Council Calendar

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ATTACHMENT 1

February 2020

February 2020							March 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	1	2	3	4	5	6	7
9	10	11	12	13	14	8	8	9	10	11	12	13	14
16	17	18	19	20	21	15	15	16	17	18	19	20	21
23	24	25	26	27	28	22	22	23	24	25	26	27	28
						29	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 26	27	28	29	30	31	Feb 1
2	3	4 Order General Election - CC Meeting 5:00pm Review RFP's for Search Firm 6:00pm City Council	5	6	7	8
9	10 6:00pm Joint Meeting w/Park Board?	11	12	13	14 Last Day to File for a Place on Ballot	15 duncanSWITCH - Chamber Event
16 First Baptist Church	17	18 Last Day to File a Declaration of Write-in Candidacy 6:00pm City Council Meeting (City)	19	20	21 10:30am Drawing of the Ballot and Candidate Orientation - May 2nd Elections (Briefing Room)	22
23	24 6:00pm Joint Meeting w/P&Z	25	26	27 6:00pm Interviews w/Search Firms	28 6:00pm Interviews w/Search Firms	29

City Council Calendar

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ATTACHMENT 1

March 2020

March 2020							April 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 1	2	3 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	4	5	6	7
8	9	10	11	12	13	14
15	16	17 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	18	19 Flavor of Duncanville	20	21 duncanSWITCH - Chamber Event
22	23	24	25	26 6:00pm Town Hall - Census	27	28 5:30pm Police Annual Banquet (Senior Center)
29	30	31	Apr 1	2	3	4

City Council Calendar

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ATTACHMENT 1

April 2020

April 2020							May 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 29	30	31	Apr 1	2 Last Day to Register to Vote 6:00pm Town Hall - Budget?	3	4
5	6	7 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	8	9 6:00pm Town Hall - Budget?	10	11
12	13	14	15	16 B&C Banquet	17	18 duncanSWITCH - Chamber Event
19	20	21 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	22	23	24	25
	Early Voting					
26	27 Early Voting 6:00pm Joint Meeting - P&Z	28	29	30	May 1	2

City Council Calendar

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ATTACHMENT 1

May 2020

May 2020							June 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	2	7	1	2	3	4	5	6
10	11	12	13	14	15	9	14	8	9	10	11	12	13
17	18	19	20	21	22	16	21	15	16	17	18	19	20
24	25	26	27	28	29	23	28	22	23	24	25	26	27
31						30		29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1	2 Election Day
3	4	5 Canvassing of Election 6:00pm City Council Meeting (City Council Briefing Room /	6	7	8	9
10	11	12 Councilmember Orientation?	13 Last Day to Canvass Election	14	15	16 duncanSWITCH - Chamber Event
17	18	19 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	20	21	22	23
24	25	26	27	28 ISD Last Day of School	29 Kevin's Retirement Party	30
31	Jun 1	2	3	4	5	6

City Council Calendar

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ATTACHMENT 1

June 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25
	29	30								29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	3	4	5	6
7	8	9	10	11	12	13
14	15	16 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	17	18	19	20 duncanSWITCH - Chamber Event
21	22	23	24	25	26	27
28	29	30	Jul 1	2	3	4

City Council Calendar

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ATTACHMENT 1

July 2020

July 2020							August 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	15	16	17	18	16	17	18	19	20	21	15
26	27	28	22	23	24	25	23	24	25	26	27	28	22
			29	30	31		30	31					29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 28	29	30	Jul 1	2	3	4
5	6	7 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	8	9	10	11
12	13	14	15	16	17	18 duncanSWITCH - Chamber Event
19	20	21 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	22	23	24	25
26	27 B&C Interviews	28 B&C Interviews	29	30	31	Aug 1

City Council Calendar

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ATTACHMENT 1

August 2020

August 2020							September 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	1	2	3	4	5
9	10	11	12	13	14	8	13	14	8	9	10	11	12
16	17	18	19	20	21	15	20	21	15	16	17	18	19
23	24	25	26	27	28	22	27	28	22	23	24	25	26
30	31					29			29	30			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 26	27	28	29	30	31	Aug 1
2	3	4 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	5	6	7	8
9	10 6:00pm Joint Meeting w/Park Board	11 6:00pm Joint Meeting w/P&Z??	12	13	14	15 duncanSWITCH - Chamber Event
16	17	18 6:00pm City Council Meeting (City Council Briefing Room / Chambers)	19	20	21	22
23	24 6:00pm Joint Meeting w/DCEDC	25	26	27 Town Hall - Solid Waste??	28	29
30	31	Sep 1	2	3	4	5

City Council Calendar

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Duncanville City Council Meeting Minutes
Special Joint Meeting with Duncanville Community & Economic
Development Corporation Board
Tuesday, January 7, 2020

CALL TO ORDER

A special meeting of the Duncanville City Council was called to order on Tuesday, January 7, 2020, at 4:05 p.m. in the Library Meeting Rooms at the Duncanville Public Library with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Councilmember At-Large Patrick Harvey
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks

COUNCIL ARRIVING AT: Councilmember Johnette Jameson – 4:15 p.m.

CALL TO ORDER

INVOCATION

Mayor Gordon recessed the Regular Session at 4:05 p.m. for City Council and the Duncanville Community & Economic Development Corporation Board (DCEDC) to convene into Executive Session.

1. EXECUTIVE SESSION

In accordance with the Texas Government Code, the Duncanville City Council and the DCEDC shall convene into closed executive session pursuant to Section 551.072 — Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property.

- DISCUSS PROPERTY LOCATED AT 730 E. IH-20, DUNCANVILLE, TX 75116.

The Executive Session was called into session at 4:06 p.m. and City Attorney Doshier read the item into record.

Mayor Gordon closed the Executive Session at 5:35 p.m.

2. RECONVENE

Mayor Gordon reconvened the Regular Session at 5:36 p.m.

3. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION.

Councilmember At-Large Patrick Harvey made a motion to accept the DCEDC Board recommendation to demo the property, Councilmember Joe Veracruz seconded the motion. The vote was cast 6 for, 0 against (Councilmember Monte Anderson abstained). Items passed.

IV. ADJOURNMENT

The meeting was adjourned at 5:52 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Duncanville City Council Meeting Minutes Regular Meeting Tuesday, January 7, 2020

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, January 7, 2020, at 6:05 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT:

Mayor Barry L. Gordon
Councilmember At-Large Patrick Harvey
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon read the item into record, and City Manager Hugman reviewed each item. Item 4C - a Design Incentive Sign Grant by the Duncanville Community and Economic Development Corporation (DCEDC) to Diane Clark, owner of Lady Love Tax Service, in an amount up to 70% of the actual costs not to exceed \$1,431.86 to replace two business signs located at 261 W. Camp Wisdom. The DCEDC Board has approved the grant unanimously.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. *Discuss opportunities for a signature community event.*

Parks and Recreation Director Stevenson introduced Jerry Thompson, Promoter Line Incorporated. The following discussion took place; funding available, Hotel Tax Fund requirements, if the city should continue with KCBS as a barbeque competition, and possible event considerations. City Council concluded they would like to move forward with a signature community event with promoter Jerry Thompson and asked staff to bring a Resolution back at the January 21, 2020 City Council Regular meeting.

I.2.B. *Discuss appointment of an alternate director to the North Central Texas Housing Finance Corporation as representative for the City of Duncanville.*

City Manager Hugman presented the item. Currently, Councilmember Jameson serves as the director for the City, and until recently, Finance Director Richard Summerlin served as an alternate. However, Mr. Summerlin is ineligible to serve since he does not reside within the boundaries of the City of Duncanville as required by the NCTHFC. He has submitted his resignation to the NCTHFC Board. Council concluded they would not appoint an alternate at this time and would re-examine the alternate position if Councilmember Jameson felt she could not make the scheduled meetings.

Mayor Gordon recessed the Briefing Session at 6:53 p.m. for City Council to convene into Executive Session.

II. EXECUTIVE SESSION

The Executive Session was called into session at 6:53 p.m. and City Attorney Doshier read the item into record.

II.1 *City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to seek legal advice from the City Attorney concerning pending or contemplated litigation regarding:*

- ***Case: DC-19-09856, Bruce Dwain Copeland v. City of Duncanville, et al***
- ***Prater Electric, LLC claim***

Mayor Gordon recessed the Executive Session at 7:02 p.m.

The Executive Session was called into session at 7:04 p.m. and City Attorney Doshier read the item into record.

- II.2** *City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code, Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property, to wit: real properties generally located west of SH67, south of I-20, east of Cedar Ridge / Santa Fe Road and north of Daniieldale Road.*

The Council closed the Executive Session at 7:19 p.m.

III. REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M.)

The City Council convened into Regular Session in the Council Chambers at 7:26 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Pastor Jaime Andrade, Centro Familiar Cristiano.

The Pledge of Allegiance and Texas Pledge were led by Mayor Gordon.

III.1. REPORTS

III.1.A. Mayor's Report.

Mayor Gordon invited all citizens to attend:
Coffee with the Mayor
January 15, 2020
8:30 a.m. – 9:30 a.m.
D.L. Hopkins Jr. Senior Center

Mayor Gordon recognized Emergency Management Operations Coordinator Tonya Hunter on the Active Shooter Seminar that took place on January 6th and January 7th at the Duncanville High School and commended her for all her hard work.

III.1.B. Councilmembers' Reports

Councilmember Jameson recognized Nancy Bell and wished everyone a Happy New Year.

Councilmember Cooks commended Mayor Gordon on representing the City of Duncanville and provided condolences to Dr. Evans and family from Oak Cliff Bible Fellowship.

Councilmember Cooks invited everyone to attend:
Lunch, Laugh, and Learn
January 23, 2020
6:15 p.m. - 7:30 p.m.
Luby's Cafeteria
Subject: 2020 Census

Mayor Pro Tem McBurnett congratulated the Duncanville High School Basketball Panthers and Pantherettes on their recent tournament wins.

Councilmember Veracruz invited everyone to attend:
Heart of Duncanville 5k
Saturday, February 29, 2020

III.1.C. City Manager's Report.

City Manager Hugman turned his report over to Police Chief Brown and Assistant Chief of Police LiVigni.

The following officers received a Department Meritorious Conduct Bar which is to be awarded to personnel for a heroic deed and exceptional meritorious conduct involving exemplary courage, risk and danger to an officer's personal safety.

- Sgt. Adrian Tijerina
- Officer Andrew Paczocha

- Officer Brian Lauer
- Officer Devon Blackmore
- Officer Gregory Seipert
- Officer Jacob Herring

City Manager Hugman recognized all first responders and city staff on being a well-trained organization and for serving the citizens of Duncanville.

III.2. PROCLAMATIONS AND PRESENTATIONS

- III.2.A. *Proclamation recognizing Martin Luther King, Jr. Day, January 20, 2020.***
Councilmember Cooks presented the proclamation to Mr. Hampton Trace.

III.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"

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.

Mayor Gordon read the item into record. The following spoke during the Citizens Input Period:

No one spoke.

III.4. CONSENT AGENDA

Mayor Gordon requested that City Secretary Kristin Downs read the Consent Agenda Items.

- III.4.A. *Consider the Minutes for the December 17, 2019 City Council Regular Meeting.***

- III.4.B. *Consider a Resolution appointing Election Judges for the City of Duncanville in Dallas County for the May 2, 2020 General Election; and authorizing the City Secretary to approve on behalf of the City of Duncanville any changes in the list of recommended election judges which may become necessary because of the inability to serve of any of the persons named in Exhibit "A".***

- III.4.C. *Consider a Resolution authorizing approval of an Economic Development Performance Agreement for a Design Incentive Sign Grant by the Duncanville Community and Economic Development Corporation (DCEDC) to Diane Clark, owner of Lady Love Tax Service, in an amount up to 70% of the actual costs not to exceed \$1,431.86 to replace two business signs located at 261 W. Camp Wisdom Duncanville Rd. in Duncanville, Texas.***

- III.4.D. *Consider a Resolution authorizing the purchase of a new aerial bucket truck cab and chassis from Rockdale Country Ford, LLC for the unit amount bid through The Local Government Purchasing Cooperative (BuyBoard) Contract #601-19 for a total expenditure amount of \$112,180.00.***

Mayor Pro Tem Don McBurnett made a motion to approve the item as stated, Councilmember Johnette Jameson seconded the motion. The vote was cast 7 for, 0 against.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. *Take any necessary action as a result of the Executive Session.***
No action taken.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the Monthly Financial Report as of November 30, 2019.*

Finance Director Summerlin presented the Financial Report. November 2019 is the second month in fiscal year 2020. Benchmark revenues and expenditures are 16.7% of budget. General Fund ending unreserved fund balance is \$7.4 million, 84 days of operations based on the FY2020 adopted budget or 9 days (\$757 thousand) in excess of the benchmark 75-day reserve. Property taxes are due by the end of January. Overall, General Fund revenues are at 6.0% of budget while operating expenditures are at 13.0% of budget. The Utility Fund ending unreserved fund balance is \$3.5 million, 66 days of operations based on the adopted budget. Utility and Solid Waste revenues have a one month delay due to the billing process so only one month (October) of revenue is reflected. The Sanitation Fund has an ending fund balance of \$592 thousand, which is approximately 53 days of operation.

III.6.B. *Receive Fire Department Quarterly Report.*

Fire Chief Rohde presented the Quarterly Report. The following discussion took place; staffing, accomplishments, and performance indicators.

IV. ADJOURNMENT

The meeting was adjourned at 8:05 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

Consider a Resolution authorizing the annual procurement of senior meal program services with Visiting Nurse Association of Texas, in the unit amount bid through the City of Grand Prairie Contract #17124, with an annual estimated expenditure amount of \$72,500.00.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- **5. Grow Duncanville (Culture, Sports, Technology)**
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Bart Stevenson, Director of Parks and Recreation

Noel Garcia, Recreation Superintendent

Sheila Baker, Purchasing Manager

BACKGROUND/HISTORY:

For over 30 years, the senior citizens of Duncanville have been provided a daily lunch program through the Nutrition Program for the Elderly via the United States Department of Health and Human Services, and the Administration on Aging. The program is administered locally by the Texas Department of Aging and Disability Services (DADS), and the Dallas Area Agency on Aging (DAAA). The Duncanville D.L. Hopkins Jr. Senior Center currently serves 65 – 100 meals daily through this program.

The Duncanville City Council originally approved the annual authorization for the procurement of senior meals through the City of Grand Prairie's Contract at its August 19, 2014 meeting. It has since been renewed yearly by both Grand Prairie and Duncanville. Grand Prairie last competitively bid the meal services in 2017 with the Visiting Nurse Association of Texas again being selected as lowest, most responsible bidder. Local Government Code Section 271.102 provides for the voluntary participation in cooperative purchasing programs with another local government or a local cooperative and satisfies any state law requiring competitive bids.

The Visiting Nurse Association of Texas currently provides congregate meals for 21 senior centers in Dallas County, including The Summit in Grand Prairie. Menus are planned by a registered dietitian and meet the nutritional needs of seniors. Nutritional education presentations are provided by Megan Vick, Director of Meal Production and Distribution. Presentations are pre-approved by a registered dietitian. In addition, the Visiting Nurse Association of Texas offers a variety of educational presentations on aging related issues (medication management, heart healthy, Alzheimer's disease, grief and loss, etc.) that are utilized by the Duncanville Senior Center.

The highlights of the City of Grand Prairie annual contract include:

- Terms – October 1, 2019 - September 30, 2020
- Renewals – Second of four (4) additional one (1) year renewals to the 2017 contract
- Termination – with or without cause by City with 30-day advanced notice
- Nutrition Program guidelines and rules
- Food quality standards
- Inspection requirements for off-site meal preparation
- Dietary guidelines
- \$3.80 per meal

POLICY EXPLANATION:

This Resolution reflects the annual purchase cost of meals for the Duncanville Hopkins Senior Center and is estimated at \$72,500 for 19,078 meals. The Hopkins Senior Center is prohibited from charging any fees per DAAA and federal regulations for persons age sixty (60) and over. As such, the meal program is available to any person aged sixty (60) and over free of charge; however, a voluntary contribution of \$1.00 per meal is requested from each diner. The voluntary contribution rate is monitored daily and currently, and the center receives an average of \$0.59 per diner, per day. The \$1.00 voluntary contribution rate is set by the Share and Care Site Council, a required local committee who oversees the meal service program and provides feedback to DAAA, city staff and the meal vendor. In addition, diners are not required to be members of the senior center. Meals may be purchased at full price (\$7.12) for anyone under the age of sixty.

The meal services program is administered locally by DAAA, which governs participants' guidelines and federal funding. The City of Duncanville is a long-standing participant of the program and has received approved grant funding for FY 2020.

FUNDING SOURCE:

This program is self-supporting with the reimbursement grant from DAAA and voluntary contributions from the users of the program.

RECOMMENDATION:

Staff recommends approval of a Resolution authorizing the annual procurement of senior meal program services with Visiting Nurse Association of Texas, in the unit amount bid through the City of Grand Prairie Contract #17124, with an annual estimated expenditure amount of \$72,500.00.

ATTACHMENTS:

[Attachment 1 - Resolution No. 2020-004 - VNA Contract for Senior Meals](#)

RESOLUTION NO. 2020-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE ANNUAL PROCUREMENT OF SENIOR MEAL PROGRAM SERVICES WITH VISITING NURSE ASSOCIATION OF TEXAS, IN THE UNIT AMOUNT BID THROUGH THE CITY OF GRAND PRAIRIE COOPERATIVE PURCHASING AGREEMENT WITH AN ANNUAL ESTIMATED EXPENDITURE OF SEVENTY-TWO THOUSAND, FIVE HUNDRED DOLLARS AND ZERO CENTS (\$72,500); AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS ; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville has provided the senior citizens of Duncanville a daily lunch program for more than 30 year through the Nutrition Program for the Elderly via the United States Department of Health and Human Services, and the Administration on Aging; and

WHEREAS, the program is administered locally by the Texas Department of Aging and Disability Services, and the Dallas Area Agency on Aging (DAAA); and

WHEREAS, the Duncanville D.L. Hopkins Jr. Senior Center currently serves 65-100 meals daily through this program; and

WHEREAS, the City of Duncanville has entered into an Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie; and

WHEREAS, the lowest responsible bid was awarded to Visiting Nurse Association of Texas and renewed by the City of Grand Prairie as attached in Exhibit "A".

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

SECTION 1. That the City Council of the City of Duncanville, Texas does hereby authorize the annual procurement of senior meal program services with Visiting Nurse Association of Texas, in the unit amount bid through a City of Grand Prairie Cooperative with an annual estimated annual expenditure of \$72,500.

SECTION 2. That the City Council of the City of Duncanville hereby authorizes the City Manager to execute the appropriate and necessary documents and/or purchase orders.

SECTION 3. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 21st day of January, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT "A"



March 25, 2019

Anna Doll, Deputy City Manager
City of Grand Prairie
P.O. Box 534045
Grand Prairie, Texas 75053
972-237-8000

Dear Ms. Anna Doll,

Enclosed are two originals of the VNA Congregate Meals Agreement between the City of Grand Prairie, a Texas municipality and The Visiting Nurse Association of Texas, extending the term from October 1, 2019 through September 30, 2020. These have been executed on behalf of our organization. If you approve of the proposed agreement, please sign the enclosed amendment. Please return a fully executed amendment to my attention. If returning an original, please send to me at the address listed at the bottom of this letter, or you may return by email to ricciart@vnatexas.org, or by fax to 214-689-2300. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Thomas Ricciardelli".

Thomas Ricciardelli
Vice President

Enclosures

c: (w/o enclosures)

Carlton Holland, Vice President and CFO, VNA (with enclosure)
Ashley Lind, Vice President MOW & Population Health, VNA
Megan Vick, Director, Production & Distribution, VNA



(800) 225-5852 | 1600 Viceroy, Suite 400 | Dallas, Texas 75235 | vnatexas.org



AMENDMENT TO CONGREGATE MEALS AGREEMENT

This Amendment is made to the Congregate Meals Agreement (the "Agreement") made between the City of Grand Prairie, a Texas municipality, (hereinafter referred to as the "City") and The Visiting Nurse Association of Texas, (hereinafter referred to as "VNA") effective the 1st day of October, 2012.

In consideration of the City and VNA agreeing to extend the Agreement under the terms and conditions following, the Agreement is extended for the time period October 1, 2019 through September 30, 2020. The price per meal remains \$3.80. All other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to the Agreement on the respective dates set forth below.

FOR: THE VISITING NURSE ASSOCIATION OF TEXAS

BY: Thomas Ricciardelli
Signature

Thomas Ricciardelli
Printed Name

ITS: Vice President, General Counsel

DATE: March 25, 2019

FOR: CITY OF GRAND PRAIRIE, TEXAS

BY: _____
Signature

Anna Doll
Printed Name

ITS: Deputy City Manager
Title

DATE: _____



Contract Coversheet

Dept:* Purchasing

Contract 7799 A1
ID:

For: Parks, Arts & Recreation

Bid 17124
Number:

Contact Name: Bryce

Contact Phone:*

8271

Contact Email:*

bdavis@gptx.org

Vendor Name: The Visiting Nurse Association of Texas

Vendor Email: bdavis@gptx.org

Project Name: Congregate Meal Program

Summary Renewal 2

Permanent Retention*

☒ Yes

☐ No

Contract Amount
\$ 114,000.00

Account #

Work Order #

Implementation Date
10/1/2019

Termination Date
9/30/2020

Council Approval Date
9/5/2017

Contract Approvals

Department Manager:

Kathleen Morcor

Date 9/3/2019

City Attorney Signature

Megan Mahan

Date 10/2/2019

City Manager Signature

Bill Crotley

Date 10/3/2019

City Secretary Signature

Catherine E. DeMaggio

Date 10/3/2019

AMENDMENT TO PRICE AGREEMENT
CITY OF GRAND PRAIRIE

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF DALLAS §

THIS AMENDMENT is made and entered into this date by and between the CITY OF GRAND PRAIRIE, a Texas municipal corporation (hereinafter referred to as the "CITY", and THE VISITING NURSE ASSOCIATION OF TEXAS (hereinafter referred to as "VENDOR").

WHEREAS, the CITY and VENDOR have entered into a price agreement to provide congregate meal program per bid award resulting from vendor's response to RFB #17124, submitted by Katherine Krause on August 8, 2018; and

WHEREAS, the above referenced agreement was for an initial term of one year with the option to renew for four additional one year periods, totaling \$570,000.00 if all extensions were exercised. This Contract was effective as of October 1, 2017, and was to terminate at midnight on September 30, 2018, unless the parties mutually agreed in writing to extend the term of the Contract through an allowable renewal option, or, unless otherwise terminated as provided in paragraph XV of the original contract; and

WHEREAS, the first of four available renewal options was executed on August 22, 2018 and extended the term of the contract through September 30, 2019;

NOW, THEREFORE, for and in consideration of the mutual acts and covenants set out herein, the CITY and VENDOR agree as follows:

1. The parties mutually agree to extend the term of the contract and execute the second of the four available renewal options and extend the contract expiration to midnight on September 30, 2020 at which time all of the work called for under this Contract must be completed unless the parties mutually agree in writing to extend the term of the Contract through an additional allowable renewal option, or, unless otherwise terminated as provided in paragraph XV of the original contract; and
2. The estimated annual amount to be paid to VENDOR under such contract shall remain the sum of \$114,000.00, to reflect the contract renewal; and
3. This shall constitute an Authorization for extension of price agreement as set out in the agreement between the parties, and an amendment to such contract. All of the terms and conditions of the original contract shall remain in full force and effect, as amended hereto, unless set out otherwise herein.

EXECUTED this the _____ day of _____, 2019,
10/3/2019

CITY OF GRAND PRAIRIE, TEXAS

By: Bill Colley
Anna Doll, Deputy City Manager

THE VISITING NURSE ASSOCIATION
OF TEXAS

By: Katherine Krause
Printed
Name: Katherine Krause

ATTEST:

Cathy E. DiMaggio
Cathy E. DiMaggio, City Secretary

Title: President and CEO

APPROVED AS TO FORM:

Megan Mahan
Megan Mahan, City Attorney



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/30/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC 8144 Walnut Hill Lane, 16th Floor Dallas TX 75231		CONTACT NAME: Linda Ginn PHONE (A/C, No, Ext): 972-770-1600 FAX (A/C, No): E-MAIL: Linda_Ginn@mhb.com ADDRESS: Linda_Ginn@mhb.com	
INSURED The Visiting Nurse Association of Texas 1600 Viceroy Dr., Ste 400 Dallas TX 75235-2306		INSURER(S) AFFORDING COVERAGE INSURER A: Capitol Indemnity Corporation NAIC #: 10472 INSURER B: NorGUARD Insurance Company 31470 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 2093620555

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		HSO295758401	7/1/2019	7/1/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COM/OP AGG \$3,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		HSO295758401	7/1/2019	7/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000		HSO295758401	7/1/2019	7/1/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	VIWC021175	7/1/2019	7/1/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Professional Liability Per Occurrence		HSO295758401	7/1/2019	7/1/2020	Limit \$1,000,000 Aggregate \$3,000,000 Deductible \$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Congregate Meal Program Project #17124 R-1

Blanket Additional Insured form #CGL 461 edition 11/16 applies to the General Liability policy.

The General Liability policy includes a blanket additional insured endorsement to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status.

Blanket Waiver of Subrogation form #CGL 461 edition 11/16 applies to the General Liability policy. The General Liability policy includes a Waiver of Subrogation See Attached...

CERTIFICATE HOLDER City of Grand Prairie P.O. Box 53405 Grand Prairie TX 75053-4045	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2014/01)

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AGENCY CUSTOMER ID: VISITNURSE5

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Marsh & McLennan Agency LLC		NAMED INSURED The Visiting Nurse Association of Texas 1600 Viceroy Dr., Ste 400 Dallas TX 75235-2306
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

when required by written contract between the Named Insured and the Certificate Holder.

Blanket Additional Insured form #CCA 207 edition 10/14 applies to the Hired Non-owned policy.

Blanket Waiver of Subrogation form #CCA 207 edition 10/14 applies to the Hired Non-owned policy.
The Hired Non-owned policy includes a Waiver of Subrogation when required by written contract between the Named Insured and the Certificate Holder.

Blanket Waiver of subrogation form #WC 42 03 04 B edition 06/14 applies to the Workers Compensation policy. The Workers Compensation policy includes a waiver of subrogation endorsement that may apply only when there is a written contract between the named Insured and the certificate holder that requires such wording.



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

Consider a Resolution approving the Dallas County Election Systems & Software Expressvote Universal Voting System to be used in all future elections held in the City of Duncanville while contracting with Dallas County Elections.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America

STAFF RESPONSIBLE:

Kristin Downs, City Secretary

BACKGROUND/HISTORY:

As an entity within Dallas County, we have been requested by the Dallas County Election Division to adopt the new Dallas County Voting Equipment. The official action also requires that the voting equipment/system be specifically identified.

The equipment/system approved for purchase by Dallas County and certified by the Texas Secretary of State is specifically identified as follows: **the ES&S ExpressVote Universal Voting System (Ballot Marking Devices), EVS 6.0.2.0, Firmware 2.4.0.0; the ES&S DS200 Digital Precinct Scanner, EVS 6.0.2.0, Firmware 2.17.0.0.; and ES&S' Model DS850 High-Speed Scanner/Tabulator, Version 1, EVS 6.0.2.0., along with the required ancillary parts and services required for this voting tabulation system equipment.**

This system has been certified by the Texas Secretary of State as of November 11, 2018, and by the United States Election Assistance Commission as of October 4, 2018.

POLICY EXPLANATION:

The State of Texas requires political subdivisions using (contracting) County election and voting equipment must formally adopt the equipment prior to using it in/for its own elections.

Texas Election Code, Chapter 123. ADOPTION AND ACQUISITION OF VOTING SYSTEM, SUBCHAPTER A. ADOPTION OF VOTING SYSTEM, Sec. 123.001. ADOPTION OF VOTING SYSTEM REQUIRED reads and requires as follows:

- (a) *before a voting system may be used in elections, the authority designated by this section, by resolution, order, or other official action of the authority, must adopt the system for use in the elections.*
- (b) *The decision on whether to adopt a voting system is made by the following authority:*
 - (1) *for general elections for state and county officers, the commissioners court;*

(2) for primary elections, the county executive committee of the political party holding the primary; and

(3) for any other elections:

(A) the commissioners court, if ordered by the governor or by a county authority; or

(B) the governing body of the political subdivision served by the authority ordering the elections, if ordered by an authority serving a political subdivision other than a county.

(c) If a voting system is adopted for use in elections, the voting system shall be used in the elections in accordance with the terms and conditions stated in the official action adopting the system, subject to this title.

(d) Repealed by Acts 2005, 79th Leg., Ch. 1107, Sec. 2.21(1), eff. January 1, 2006.

Acts 1985, 69th Leg., ch. 211, Sec. 1, eff. Jan. 1, 1986. Amended by Acts 2001, 77th Leg., ch. 1054, Sec. 2, eff. Sept. 1, 2001. Amended by: Acts 2005, 79th Leg., Ch. 1107 (H.B. 2309), Sec. 2.21(1), eff. January 1, 2006. Section 123.001(a) does specify that the entity must adopt by "resolution, order, or other official action of the authority."

FUNDING SOURCE:

N/A

RECOMMENDATION:

Staff recommends approval of the Dallas County Election Systems & Software Expressvote Universal Voting System to be used in all future elections held in the City of Duncanville while contracting with Dallas County Elections.

ATTACHMENTS:

[Attachment 1 - Court Order 2019-1008 Adoption of Election Voting Tabulation System and Services](#)

[Attachment 2 - Resolution No. - 2020-008 - Approving Dallas County Election Systems & Software Expressvote Universal Voting System](#)

Attachment 1



COURT ORDER 2019-1008

Dallas County Adoption of Election Voting Tabulation Systems and Services

On a motion made by Commissioner John Wiley Price, and seconded by Commissioner Dr. Elba Garcia, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: September 17, 2019

FUNDING SOURCE: 1210

Be it resolved and ordered that the Dallas County Commissioners Court does hereby BY THIS ORDER, The Dallas County Commissioners Court adopts the Election Systems & Software ExpressVote Universal Voting System (Ballot Marking Device), EVS 6.0.2.0, Firmware 2.4.0.0; the ES&S DS200 Digital Precinct Scanner, EVS 6.0.2.0, Firmware 2.17.0.0.; and ES&S' Model DS850 High-Speed Scanner and Tabulator, Version 1, EVS 6.0.2.0., to use in all Dallas County polling places, and to mark and tabulate in-person ballots, absentee ballots, and provisional ballots for Early Voting and on Election Day for all elections, including but not limited to the following: General Elections for state and county officers and any related subsequent runoff elections; Primary Elections and any related subsequent runoff elections; City and School District Joint Elections and any related subsequent runoff elections; and any Special Called Election and any related subsequent runoff elections.

Done in open Court September 17, 2019 by the following vote:

IN FAVOR: County Judge Clay Jenkins, Commissioner Dr. Theresa Daniel, Commissioner JJ Koch, Commissioner John Wiley Price, and Commissioner Dr. Elba Garcia

OPPOSED: None

ABSTAINED: None

ABSENT: None

Recommended by: Robert Heard

Originating Department: Elections

RESOLUTION NO. 2020-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE DALLAS COUNTY ELECTION SYSTEMS & SOFTWARE EXPRESSVOTE UNIVERSAL VOTING SYSTEM TO BE USED IN ALL FUTURE ELECTIONS HELD IN THE CITY OF DUNCANVILLE WHILE CONTRACTING WITH DALLAS COUNTY ELECTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 17, 2019, the Dallas County Commissioners Court approved the purchase of the Election Systems & Software ("ES&S") ExpressVote Universal Voting System (Ballot Marking Device) election voting tabulation systems and services manufactured and provided by ES&S (Court Order 2019-1008); and

WHEREAS, the City of Duncanville contracts with the Dallas County Elections office for election services during Early Voting and Election Day voting on all General and Special elections; and

WHEREAS, on September 17, 2019, the Dallas County Commissioners Court adopted the ES&S ExpressVote Universal Voting System; and

WHEREAS, the ExpressVote Universal Voting System consisting of Electionware election management software, ExpressVote ballot marking device, DS200 Digital Precinct Scanner, ES&S Model DS High Speed Central Scanner and Tabulator to be used in all Dallas County polling places to mark and tabulate in-person ballots, absentee ballots, and provisional ballots for Early Voting and on Election Day for all elections, including any subsequent runoff elections, in all future elections held in the City of Duncanville contracting with Dallas County for election services.

WHEREAS, the Texas Election Code, Chapter 123, Subchapter A, Section 123.001, states that the governing body of the political subdivision served by the authority ordering the election must adopt a voting system by resolution, order, or other official action; and

WHEREAS, the City Council of the City of Duncanville, Texas, therefore, approves the ES&S ExpressVote Universal Voting System as the voting system to be used during City of Duncanville General and Special elections while contracting with Dallas County.

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

SECTION 1. The City Council of Duncanville, Texas, hereby approves the use of the ES&S ExpressVote Universal Voting System as the voting system to be used by the City of Duncanville to mark and tabulate in-person ballots, absentee ballots, and provisional ballots for Early Voting and on Election Day in all future elections held in the City while contracting with Dallas County election services.

SECTION 2. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 21st day of January, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

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

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- 1. Most engaged citizens in America
 - Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.

STAFF RESPONSIBLE:

Richard Summerlin, CPA, CGFO
Finance Director

BACKGROUND/HISTORY:

On September 3, 2019, the Duncanville City Council voted to nominate Michael Hurtt to the Board of Directors for DCAD. Michael Hurtt, former mayor of Desoto, currently serves on the Board of Directors of DCAD. On November 19, 2019, the City Council voted to elect Michael Hurtt to the DCAD Board of Directors. On December 30, 2019, the City was notified that a runoff election was necessary, and the runoff candidates were determined to be Michael Hurtt and Mona Dixon.

POLICY EXPLANATION:

The election process requires a runoff. The following suburban cities participated in the election. Each of their selections is noted below. The current tally indicated Michael Hurtt of Desoto received 13, Brett Franks of Sachse received 3, Mona Dixon of Lancaster received 3, Diane Cartwright of Irving received 1, and Steve Nichols of Hutchins received 1 of the 21 votes cast. Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary. A coin flip between the two candidates who shared the second highest number of votes, Brett Franks and Mona Dixon, resulted in Mona Dixon securing a place on the ballot.

City

1. Addison
2. Balch Springs
3. Carrollton
4. Cedar Hill
5. Cockrell Hill
6. Combine
7. Coppell
8. DeSoto

Candidate Selected

Michael Hurtt
No Vote
Michael Hurtt
Mona Dixon
No Vote
Brett Franks
No Vote
Michael Hurtt

9. Duncanville	Michael Hurtt
10. Farmers Branch	Michael Hurtt
11. Ferris	No Vote
12. Garland	No Vote
13. Glenn Heights	Michael Hurtt
14. Grand Prairie	No Vote
15. Grapevine	No Vote
16. Highland Park	Michael Hurtt
17. Hutchins	Steve Nichols
18. Irving	Diane Cartwright
19. Lancaster	Mona Dixon
20. Lewisville	No Vote
21. Mesquite	Michael Hurtt
22. Ovilla	Michael Hurtt
23. Richardson	Michael Hurtt
24. Rowlett	Michael Hurtt
25. Sachse	Brett Franks
26. Seagoville	Michael Hurtt
27. Sunnyvale	No Vote
28. University Park	Michael Hurtt
29. Wilmer	Mona Dixon
30. Wyle	Brett Franks

Participating Cities:

1. A candidate for the Suburban Cities Representative must receive a majority of the votes from all the suburban cities participating in the BOD election.
2. After the initial ballots are submitted by December 15 of the election year, the Chief Appraiser shall count the votes and if no candidate receives a majority of the votes from participating suburban cities, the Chief Appraiser will declare the two (2) candidates who received the largest number of votes from the field of candidates.
3. The Chief Appraiser shall prepare another ballot listing the two (2) candidates who received the largest number of votes and shall deliver a copy of the ballot to the presiding officer of the governing body of each suburban city that is entitled to vote.
4. The governing body of each suburban city that is entitled to vote shall determine its vote by resolution and submit it to the Chief Appraiser on or before January 31.
5. The Chief Appraiser shall count the votes, declare the candidate who receives the majority number of votes, and submit the results no later February 5 to the governing body of each suburban city and to the candidates.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Staff recommends Council cast a vote for Mr. Michael Hurtt for the Board of Directors of the Dallas Central Appraisal District (DCAD) and to approve a Resolution casting its vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).

ATTACHMENTS:

[Attachment 1 - DCAD - Results of 2019 Election of Representative](#)

[Attachment 2 - Resolution No. - 2020-006 - 4th Member of Board of Directors of the Dallas Central Appraisal District](#)

ATTACHMENT 1



Dallas Central Appraisal District

DATE: December 30, 2019

TO: Mayors of Suburban Cities

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

RE: Results of 2019 Election of 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 3, Mona Dixon of Lancaster received 3, Diane Cartwright of Irving received 1, and Steve Nichols of Hutchins received 1 of the 21 votes cast. Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary. A coin flip between the two candidates who shared the second highest number of votes, Brett Franks and Mona Dixon, resulted in Mona Dixon securing a place on the ballot.

<u>City</u>	<u>Candidate Selected</u>
1. Addison	Michael Hurtt
2. Balch Springs	No Vote
3. Carrollton	Michael Hurtt
4. Cedar Hill	Mona Dixon
5. Cockrell Hill	No Vote
6. Combine	Brett Franks
7. Coppell	No Vote
8. DeSoto	Michael Hurtt
9. Duncanville	Michael Hurtt
10. Farmers Branch	Michael Hurtt
11. Ferris	No Vote
12. Garland	No Vote
13. Glenn Heights	Michael Hurtt
14. Grand Prairie	No Vote
15. Grapevine	No Vote
16. Highland Park	Michael Hurtt

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

ATTACHMENT 1



Dallas Central Appraisal District

**BOARD OF DIRECTORS ELECTION
RUNOFF PROCEDURE FOR SUBURBAN CITIES/SCHOOL DISTRICTS REPRESENTATIVE**

The 1979 Resolution adopted by the taxing units participating in Dallas Central Appraisal District, which governs Board of Director elections and appointments, requires that a candidate for the suburban cities position and a candidate for the suburban school districts positions on the Board each receive a majority of the votes that are cast in order to be elected to the Board of Directors (BOD).

The procedures outlined below are to be used in the event that no candidate receives a majority of the votes for the election for the Suburban Cities Representative to the BOD or the Suburban School Districts Representative to the BOD.

The Property Tax Code allows for the Chief Appraiser to resolve a tie vote by any method of chance.

RUNOFF PROCEDURE:**PARTICIPATING CITIES:**

1. A candidate for the Suburban Cities Representative must receive a majority of the votes from all the suburban cities participating in the BOD election.
2. After the initial ballots are submitted by December 15 of the election year, the Chief Appraiser shall count the votes and if no candidate receives a majority of the votes from the participating suburban cities, the Chief Appraiser will declare the two (2) candidates who received the largest number of votes from the field of candidates.
3. The Chief Appraiser shall prepare another ballot listing the two (2) candidates who received the largest number of votes and shall deliver a copy of the ballot to the presiding officer of the governing body of each suburban city that is entitled to vote.
4. The governing body of each suburban city that is entitled to vote shall determine its vote by resolution and submit it to the Chief Appraiser on or before January 31.
5. The Chief Appraiser shall count the votes, declare the candidate who receives the majority number of votes, and submit the results no later than February 5 to the governing body of each suburban city and to the candidates.

PARTICIPATING SCHOOL DISTRICTS:

1. A candidate for the Suburban School Districts Representative must receive a majority of the votes from all the suburban school districts participating in the BOD election.
2. After the initial ballots are submitted by December 15 of the election year, the Chief Appraiser shall count the votes and if no candidate receives a majority of the votes from the participating suburban school districts, the Chief Appraiser will declare the two (2) candidates who received the largest number of votes from the field of candidates.

Administrative Offices

2949 N. Stemmons Freeway • Dallas, Texas 75247-6195 • (214) 631-0520

ATTACHMENT 1

17. Hutchins	Steve Nichols
18. Irving	Diane Cartwright
19. Lancaster	Mona Dixon
20. Lewisville	No Vote
21. Mesquite	Michael Hurtt
22. Ovilla	Michael Hurtt
23. Richardson	Michael Hurtt
24. Rowlett	Michael Hurtt
25. Sachse	Brett Franks
26. Seagoville	Michael Hurtt
27. Sunnyvale	No Vote
28. University Park	Michael Hurtt
29. Wilmer	Mona Dixon
30. Wylie	Brett Franks

2. Suburban School District Election

The election process requires a runoff. Steve Pryor of Grand Prairie received 5, Cassandra Philips of Duncanville received 4, and Wesley Jameson of the Dallas County Community College received 2 of the 11 votes cast. Since there was no one candidate receiving 9 votes (majority of the 16 votes eligible), a runoff election is necessary. School districts voting are:

<u>School District</u>	<u>Candidate Selected</u>
1. Carrollton-Farmers Branch	No Vote
2. Cedar Hill	Cassandra Philips
3. Coppell	No Vote
4. Desoto	No Vote
5. Duncanville	Cassandra Philips
6. Ferris	No Vote
7. Garland	Steve Pryor
8. Grand Prairie	Cassandra Philips
9. Grapevine/Colleyville	Steve Pryor
10. Highland Park	Steve Pryor
11. Irving	Steve Pryor
12. Lancaster	Cassandra Philips
13. Mesquite	Wesley Jameson
14. Richardson	Steve Pryor
15. Sunnyvale	No Vote
16. DCCC	Wesley Jameson

3. Dallas County Appointment

On October 15, 2019, the Commissioners Court has reappointed John Warren to the Board of Directors.

4. Dallas ISD Appointment

On August 22, 2019, the Dallas ISD appointed Mr. Edwin Flores to the Board of Directors.

5. City of Dallas Appointment

On December 11, 2019, the City of Dallas reappointed John Threadgill to the Board of Directors.

A copy of the runoff procedures and ballot resolution is attached. The deadline to vote is January 31. Please notify our office immediately when your ballot has been cast.

Attachments

ATTACHMENT 1

3. The Chief Appraiser shall prepare another ballot listing the two (2) candidates who received the largest number of votes and shall deliver a copy of the ballot to the presiding officer of the governing body of each suburban school district that is entitled to vote.
4. The governing body of each suburban school district entitled to vote shall determine its vote by resolution and submit it to the Chief Appraiser on or before January 31.
5. The Chief Appraiser shall count the votes, declare the candidate who receives the majority number of votes, and submit the results no later than February 5 to the governing body of each suburban school district and to the candidates.

RESOLUTION NO. 2020-006

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**
- ☐ **Mona Dixon**

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, DOES HEREBY CONFIRM ITS ONE (1) VOTE FOR THE ELECTION OF MICHAEL HURTT AS THE SUBURBAN CITIES' REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 21ST day of January, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney



STAFF REPORT

MEETING: City Council - January 21, 2020

TITLE:

Consider a Resolution authorizing the City Manager to move forward with the planning and implementation of a signature community event for the fall of 2020.

FY 2019 CITY COUNCIL ORGANIZATIONAL WORKPLAN:

- **5. Grow Duncanville (Culture, Sports, Technology)**
 - **Goal 2: Maximize city and community resources to improve quality of life in a sustainable manner.**

STAFF RESPONSIBLE:

Bart Stevenson, Director of Parks and Recreation

BACKGROUND/HISTORY:

During the last City Council retreat, it was discussed and agreed that the City should host more large community events. This is further supported by the most recent update of the Park Master Plan whereby a community survey indicated a significant number of citizens also supported adding large special events to increase the quality of life for our residents and bring visitors to our community. The Duncanville Noon Lion's Club has hosted the Smokin' Blues and BBQ event in Armstrong Park the last five years with half of the events being rained out. Due to limited resources, the Lion's Club has asked the City to take ownership of the event. Staff met with the City Council during the Briefing Session on December 3, 2019 and January 7, 2020 to discuss the City adding a signature community event similar to Smokin' Blues and BBQ. Staff also utilized the expertise of a special event professional who operates numerous special events around the country and has an extensive background in similar events. Through these two discussions with the Council, staff has received direction to move forward with the signature community event.

The following topics were discussed and associated direction provided by the Council:

1. The signature event will be a 2-day event on a Friday evening and all day Saturday.
2. The event is currently expected to take place in September 2020.
3. The City will utilize the services of a professional event planning firm to assist with coordination and execution of the event.
4. A barbeque competition will be included as an event component utilizing the Kansas City Barbeque Society.
5. The musical acts will be diverse in genre, commensurate with the diversity of the community.
6. Beer and wine will be available for sale with the assistance of a third-party vendor through the event consultant.
7. The event will be free admission with opportunities for revenue generation through beer and wine sales, vendor fees, barbeque tastings, sponsorships, etc.

8. There will be a large children's area to encourage family attendance.
9. An event consultant, once selected, will coordinate a food and merchandise vendor area with diverse offerings utilizing both local and regional partners.

The budget for the signature event will be approximately \$150,000 plus marketing costs that will be the sole responsibility of the City. Currently, \$100,000 is budgeted for FY20 in the Hotel Occupancy Fund for a signature event. It is recommended that any additional costs will be covered by the General Fund Balance. The cost for properly marketing the event is expected to be in the range of \$15,000 to \$20,000. This event will have revenue opportunities as noted previously; however, it is acknowledged that the revenues will not support the full cost of the event.

POLICY EXPLANATION:

The City Council has provided direction to staff at both the December 3, 2019 and January 7, 2020 briefing sessions regarding the signature community event. This Resolution is intended to confirm the direction of the Council so that staff can move forward with the extensive planning efforts required for the success of such an event. Staff intends to keep the Council updated on these planning efforts at future Council briefing sessions.

FUNDING SOURCE:

Hotel Occupancy Tax Fund and General Fund Balance

RECOMMENDATION:

Staff recommends approval of a Resolution authorizing the City Manager to move forward with the planning and implementation of a signature community event for the fall of 2020.

ATTACHMENTS:

[Attachment 1 - Resolution No. - 2020-005 - Signature Community Event](#)

RESOLUTION NO. 2020-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE CITY MANAGER TO MOVE FORWARD WITH THE PLANNING AND IMPLEMENTATION OF A SIGNATURE COMMUNITY EVENT; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Duncanville, Texas supports the addition a signature community event in Fiscal Year 2020; and

WHEREAS, the signature event will be a 2-day event planned for September 2020, and be free admission to the public; and

WHEREAS, the City will utilize the services of a professional event planning firm to assist with coordination and execution of the event; and

WHEREAS, the signature event will include a barbeque competition utilizing the support of the Kansas City Barbeque Society; and

WHEREAS, the musical acts will be diverse in genre, commensurate with the diversity of Duncanville, and

WHEREAS, the signature event will include the sale of beer and wine, and include a large children's area and vendor area; and

WHEREAS, the cost of the event will supported by the Hotel Occupancy Tax Fund and General Fund Balance.

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

SECTION 1. The City Council authorizes staff to move forward with the planning and implementation of a signature community event for the fall of 2020.

SECTION 2. This Resolution shall be effective immediately following passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of
Duncanville, Texas, on the 21st day of January, 2020.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney