

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

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, January 21, 2025, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT: Councilmember At-Large DeMonica Gooden
Councilmember Don McBurnett
Mayor Pro Tem Jeremy Koontz
Councilmember Karen Cherry-Brown
Mayor Greg Contreras
Councilmember Kyle Pennebaker

COUNCIL ARRIVING AT:

COUNCIL ABSENT: Councilmember Joe Veracruz

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

Mayor Contreras read the item into the record, and City Manager Finch reviewed each item.

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

The Briefing Session was adjourned at 7:01 p.m.

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

A. *Life School Project Update*

Presented by Economic Development Director Victor Barrera.

B. *City Council to receive a briefing on the current Municipal Materials Management Agreement for Solid Waste, Recycling, Bulky Waste and Brush Collection and Transport Services; provide direction to staff to begin the process for renewal or a new contract for September 2026.*

Presented by Assistant Utilities Superintendent David Dunn.

C. *City Council to receive a briefing on the 2025 Project Roadmap*

Presented by Project Manager Angel Deal.

EXECUTIVE SESSION

The Executive Session was called into session at 8:58 p.m. and Mayor Contreras read the items into record.

The Council closed the Executive Session at 9:55 p.m.

1. *City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to deliberate the sale, exchange, lease, purchase, or value of certain real property located east of Main St., south of I20, west of Cockrell Hill Rd., and north of Wheatland Rd., and pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney regarding the same.*

2. *City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of*

the Texas Government Code, to seek legal advice from the City Attorney on the same topic.

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

The City Council convened into Regular Session in the Council Chambers at 7:10 p.m. with Mayor Contreras presiding.

Councilmember McBurnett delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. *Mayor's Report.*

Mayor Contreras thanked the Chamber of Commerce for their work in putting together the Celebrate Duncanville event last Thursday. He thanked the council for participating in the State of the City video and Alex Hamby and Francisco Ramos for putting the video together.

B. *Councilmembers' Reports*

Mayor Pro Tem Koontz informed everyone that the Chess Club at the Library began last week. It is for all levels. He encouraged citizens to take advantage of the programs at the library. He also spoke of taking part in the Texas Wildlife Advisory Committee and he highlighted the state parks and encouraged citizens to visit them. Councilmember Pennebaker informed everyone the Recreation Center membership drive is going on now and that the Master Plan Update Survey has been extended to February 28th. He encouraged all to participate. Councilmember Gooden thanked Mayor Contreras for including the council in the State of the City video. She then congratulated this year's Woman of the Year Karen Contreras. Councilmember McBurnett requested extra time. He then praised Karen Contreras for receiving the Woman of the Year Award. He then read the obituary for Robert (Bob) Lee who had 39 years of service to the City of Duncanville.

Mayor Pro Tem Jeremy Koontz made a motion to allow Councilmember McBurnett to extend his time, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

C. *City Manager's Report.*

City Manager Finch complimented the staff on the team preparation for the ice storm by staying in their office overnight to ensure citizen needs were met.

2. PROCLAMATIONS AND PRESENTATIONS

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

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

Chandler Magann
1118 Bradley Dr.
fire hazard mulch piles

Donald Smith
302 N. Hastings St
Purchase of Ben Franklin

4. **CONSENT AGENDA**

- A. *Consider the Minutes of the December 17, 2024, City Council Regular December 5th, and December 17th 2024 Special Meetings.***
- B. *Consider an Ordinance providing for the appointment and contracts for a Presiding Municipal Court Judge and Associate Municipal Court Judges for the Municipal Court of Duncanville; authorizing the Mayor to execute said contracts; and authorizing funding from the General Fund for said contracts.***

ORD 2534

- C. *Consider a Resolution confirming the City Manager's appointment of Christopher Shaw (serve 1 year term) and Steven Flanagan (serve 3 year term) as members of the City of Duncanville Civil Service Commission.***

RES 2025-408

- D. *Council to approve of the Conservation Fund Policy.***
Councilmember Gooden requested to remove the word increasing from a section of the policy and to update the rate.

RES 2025-410

- E. *Consider a Resolution authorizing the award of RFP #18-107 for the Official Newspaper Designation to Rambler Texas Media, without a competitive process as allowed by Texas Government Code 252.022 (16), in the annual amount not to exceed \$16,000, for an initial one-year period, with the option to extend the agreement for two (2) additional one-year periods with not-to-exceed expenditure amount of \$48,000.00.***

RES 2025-405

- F. *Consider a Resolution authorizing Change Order 1 for the FY23 Pipebursting Project in an expenditure amount of \$59,429.15, not exceeding a total contract amount of \$507,693.65.***

RES 2025-401

- G. *Consider a Resolution authorizing the City Manager to execute Change Order 1 in an expenditure amount of \$66,375.00 for the FY22 Pipebursting Project with Vortex Companies, LLC, using the previously authorized contingency of \$99,999.63, not exceeding a total contract amount of \$1,099,995.88.***

RES 2025-400

- H. *Consider a Resolution awarding a bid and authorize a cooperative purchasing agreement with Siddons-Martin Emergency Group for fire engine parts and repair services through Houston-Galveston Area***

Council Contract FS12-23 for a one-year term with the option to renew for up to four additional one-year terms in an estimated expenditure amount not to exceed \$1,105,127.00 over the five years, subject to the exercise of contract renewal and City Council appropriation.

RES 2025-402

- I. ***Consider a Resolution awarding RFQ 24-0028 Stormwater Management Services to Freese and Nichols, Inc. through the City's competitive qualifications process for stormwater management program services and authorizing a contract for a one-year term with the option to renew for up to four additional one-year terms for a total contract amount not to exceed \$395,507.00, subject to the exercise of contract renewals and City Council appropriation.***

RES 2025-403

- J. ***Consider a Resolution awarding RFQ 25-0001 On-Call Traffic Engineering Services and authorizing indefinite-delivery/indefinite-quantity master service agreements with the firms outlined in Exhibit A to provide traffic engineering services to the City of Duncanville for a one-year term with the option to renew for up to four additional one-year terms, not exceeding a total contract amount of \$300,000.00 per firm over the three years, subject to the exercise of contract renewals and City Council appropriation.***

RES 2025-406

- K. ***Consider adopting the Complete Streets Policy.***
Mayor Contreras asked if this policy would help move the Daniieldale project forward. City Manager Finch stated this will help us with grant opportunities.

RES 2025-411

- L. ***Consider Resolution 2025-407 to accept the Dog Park Master Plan.***

RES 2025-407

- M. ***Wheatland Plaza PD Amendment***

ORD 2535

- N. ***Consider a Resolution to authorize a contract with CentralSquare Technologies for the management of residential and business alarm services.***

RES 2025-409

Councilmember Don McBurnett made a motion to approve the consent agenda, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

No action taken

- B. ***Consider a resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to Succeed Forever Community Transformation in an amount not to exceed \$7,950 for exterior signage for The Outlet Thrift Store located at 914 S. Cedar Ridge Drive, Duncanville, Texas 75137***

Presented by Economic Development Coordinator Marcela Perez. Applicant Emily Dock was available to answer questions. Councilmembers Cherry-Brown and Gooden thanked the applicant for bringing her business to Duncanville.

RES 2025-404

Mayor Pro Tem Jeremy Koontz made a motion to approve the item as stated, Councilmember Don McBurnett seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

- C. ***Consider a Resolution that authorizes the City Manager to execute the Purchase and Sale Agreement (PSA) of 302 N. Main Street, along with the closing documents and any other necessary paperwork, following approval as to form by the City Attorney and establishing an effective date.***

Presented by Victor Barrera. Councilmember Gooden asked where the funds for the purchase of this property coming from. Mr. Barrera stated we would like the funds to come from the sale of real estate. Mayor Pro Tem Koontz commented that the purchase of this building is to protect the assets and have some opportunity to preserve the building's character and promote strategic investment in Main Street.

RES 2025-412

Councilmember At-Large DeMonica Gooden made a motion to approve the item as stated, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against.

6. STAFF AND BOARD REPORTS

- A. ***Present a report to City Council for the Special Event - 2024 Holiday Lights in the Park and Parade***

Presented by Executive Liaison Sofine Lewis and Event Manager Devon Handley. Councilmembers Gooden, McBurnett, and Mayor Contreras congratulated them on a well-done event. City Manager Finch complemented Ms. Lewis and Ms. Handley on a well-organized event.

- B. ***Report on the American Rescue Plan Act (ARPA) Funds and Projects***

Presented by Budget Administrator Jennifer Otey. Mayor Pro Tem Koontz asked if all funds have been used for the purpose intended. Ms. Otey stated all funds were used including the money received from interest from investments and grants received.

- C. ***Receive a presentation summarizing the Police Department and Neighborhood Services collaboration of a neighborhood sweep in the Candlelight Subdivision.***

Presented by Police Lieutenant Chad Berger, Assistant Public Works Director Shahad Mohammad, and Neighborhood Services Officers Joseph Scott and Lawrence Bass.

- D. ***Present the Police Department's Quarterly Report.***

Presented by Police Chief Matt Stogner.

Mayor Contreras recessed the Regular Session to convene into Executive Session at 8:52 pm.

Mayor Contreras reconvened the Regular Session at 9:56 pm.

ADJOURNMENT

The meeting was adjourned at 9:56 p.m.

ATTEST:

CITY SECRETARY