

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, March 18, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, March 18, 2025, at 4:30 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT: Councilmember At-Large DeMonica Gooden
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Karen Cherry-Brown
Mayor Greg Contreras
Councilmember Kyle Pennebaker

COUNCIL ARRIVING AT: Mayor Pro Tem Jeremy Koontz arrived at 4:35 p.m.

COUNCIL ABSENT:

EXECUTIVE SESSION

The Executive Session was called into session at 4:30 p.m., and Mayor Contreras read the item into record.

Mayor Contreras recessed the executive session at 5:38 p.m.

The executive session reconvened at 5:43 p.m.

The Council closed the Executive Session at 6:15 p.m.

1. ***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.***
2. ***City Council shall convene into closed executive session pursuant to Section 551.072, 551.087 and 551.071 to deliberate the purchase, exchange, lease, or value of real properties, being located north and west of SH 67, east of Main Street, and south of Camp Wisdom Rd; and to seek legal advice from City Attorney regarding such real property.***

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 6:58 p.m.

A. *Briefing on the IT Disaster Plan (Business Continuity Plan)*

Presented by Information Technology Director Clayton Ganzer.

B. *The City Council will receive a MyGovernmentOnline briefing, discuss the information, and provide direction if necessary.*

Presented by Assistant Public Works Director Shahad Mohammad and Ryan Hutchinson, Chief Technology Officer with My Government Online.

C. Council to receive a briefing on a request from Councilmember Koontz to add the Charles F. Ladd Nature Preserve to the City's Park Code of Ordinances Section 12B

Presented by City Manager Finch. Mayor Pro Tem Koontz wanted to make sure the Ladd Nature Preserve is identified as a preserve in the ordinance. City Manager Finch indicated we would consult with the Texas Master Naturalist for guidance.

D. Council Briefing and Discussion. An issue has been raised by Councilmember Koontz regarding the impact of warehouse operations near residential properties on Crestside Drive, including safety concerns related to truck traffic and residential disruption. Councilmember Koontz is requesting Council discuss the matter.

Presented by City Manager Finch. Mayor Pro Tem Koontz brought this discussion to bring awareness of the concerns to the council. He wanted to discuss the impact on residents in the area with large trucks going in and out of the neighborhood due to the warehouses in the area. He also suggested additional signage, landscaping, or curb improvements. Attorney Hager stated there are issues with the stacking of trucks waiting to enter the warehouses. Councilmember Gooden asked about amending the Specific Use Permit for the business and suggested we look to Planning for recommendations.

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 the Regular Session in the Council Chambers at 7:07 p.m. with Mayor Contreras presiding.

Councilmember Veracruz delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. Mayor's Report.

Mayor Contreras thanked all for attending the District 4 Town Hall on Saturday. He invited all citizens to attend the Women's History Month Fireside Chat on March 27th.

B. Councilmembers' Reports

Councilmember McBurnett commended the staff on the events happening around the city. Councilmember Cherry-Brown acknowledged the great turnout at her Town Hall on Saturday. She thanked the city for being able to attend the National League of Cities event in Washington DC. Councilmember Gooden also thanked the city for attending the NLC event. She commended the Parks Department for the success of the Princess Tea Party and recognized the women who serve the City of Duncanville in honor of Women's History Month.

C. City Manager's Report.

City Manager Finch recognized and thanked the amazing Finance team on a job well done. He gave an update on Peachtree Recovery as an additional source of revenue for the city. He also informed citizens that drone deliveries are happening in Duncanville.

2. PROCLAMATIONS AND PRESENTATIONS

A. Audit firm Patillo, Brown, & Hill will provide a presentation on the FY 23-24 Independent Audit, Annual Comprehensive Financial Report, and Single Audit

Presented by Managing Director of Fiscal Services/CFO Richard Jackson and Todd Pruitt with Patillo, Brown & Hill. Mr. Jackson acknowledged and introduced the finance team members, Tia Pettis, Jennifer Otey, Georcha Card, Jatoya Land-Estelle, and Cynthia McGee-Thompson. Mr. Pruitt reviewed the components of the audit. Mayor Contreras thanked the firm and the finance team for the great work they did on the audit.

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 city.secretary@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:

Patricia Ebert
115 S. Greenstone
Items 5C and 5D.

Mark Graham
410 Sante Fe Trail
Ladd Preserve

Erika Browning (email)
442 E. Cherry St.
Splash Pad Sponsorship

Maria Mayen (email)
lights at Harrington Park

4. CONSENT AGENDA

- A. *Consider the Minutes for the March 4, 2025, City Council Regular Meeting.***
- B. *Consider a resolution acknowledging receipt of the Independent Audit and Annual Comprehensive Financial Report provided by Pattillo, Brown, and Hill, LLP for the Fiscal Year ended September 30, 2024.***
RES 2025-439
- C. *Seek City Council authorization for DCEDC expenditure of \$3,000.00 for a sponsorship for the Duncanville ISD Education Foundation's 2025 Heart of Duncanville 5K Run.***
RES 2025-437
- D. *Seek City Council authorization for DCEDC expenditure of \$5,000.00 for a sponsorship for the 2025 Property Improvement Program (PIP) Days.***
RES 2025-436
- E. *Seek City Council authorization for DCEDC expenditure of \$7,500.00 for a sponsorship for the 2025 Dallas County Sheriff's Office and Duncanville Police Department Fire Truck Pull.***
RES 2025-438
- F. *Consider a Resolution awarding RFP 24-0021 for a three-month term contract for mowing, abatement, and landscaping services to Good Earth Corporation and Urban Landscape and Irrigation, with a total amount***

\$402,549.72 over a 3-Month span with a \$15,000 contingency not to exceed \$417,549.72.
RES 2025-440

Councilmember Don McBurnett made a motion to approve the consent agenda, Councilmember At-Large DeMonica Gooden 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 taken.

B. *Consider Resolution 2025-434 approving a Sponsorship Agreement with Joe V's Smart Shop for the splash pad and pavilion at Armstrong Park.*

Presented by Parks and Recreation Director Bart Stevenson and Nichelle Sullivan, Public Affairs Manager, with Joe V's Smart Shop. Mayor Pro Tem Koontz apologized to Ms. Sullivan and Joe V's for his comments at the last meeting. He stated his opposition is not to Joe V's but to the selling off of the naming rights to a company that is not in Duncanville. He would like the council to consider other sponsorship options. The Splash Pad is part of the bond projects, and he would like it to be sponsored by businesses in the city. Councilmember Gooden asked how the 20 years for 150,000 was determined. Ms. Sullivan stated this was standard for HEB on most projects. Councilmember Pennebaker asked if there has been any discussion around other sponsorship opportunities in Duncanville. Ms. Sullivan stated that their job is to improve the community around us. Councilmember Pennebaker would like to see us look at other areas around the city for sponsorship. Councilmember Cherry-Brown stated that there has been no initiative from other businesses in the city for sponsorship. Mayor Pro Tem Koontz stated he would like a partnership without the naming rights. Councilmember McBurnett commended Ms. Sullivan on modifying the project with additional information received from the council. Mayor Contreras added that the sincerity of their outreach to the city is commendable. He then requested clarity of the naming rights issue in the contract.

RES 2025-434

Councilmember Joe Veracruz made a motion to approve the item for fifteen years and \$125,000 with sponsorship only for the Splash pad and pavilion in Armstrong Park added to the contract, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 4 for, 3 against (Councilmember At-Large DeMonica Gooden, Councilmember Don McBurnett, and Mayor Pro Tem Jeremy Koontz).

C. *Consider a Resolution approving the annual fee for SeeClickFix.*

Presented by Communications and Marketing Administrator Alex Hamby. City Manager Finch stated we had delayed payment as we were evaluating the system and Tyler 311 that was already included in the cost of another software.

RES 2025-442

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against. (Mayor Pro Tem Koontz abstained)

D. *Consider a Resolution authorizing the use of HOT Funds in the amount of \$60,000.00 for the BloomFest Music and Arts Festival on May 2nd, 2025.*

Presented by Special Events Coordinator Devon Handley. This event would be scheduled for the same time as the basketball event happening at the Fieldhouse. This is a new and unbudgeted event, however, plans are to add it as a continued yearly event. Councilmember Gooden added that she is excited about the event but has some concerns that the item is not in the budget. She then asked why this event is necessary at this time. City Manager Finch added that the council asked for signature events. He then explained the circumstances around that event coming about and an agreement with the Emerald City band. Councilmember Gooden then requested that we not set a pattern for special events that are not already budgeted.

RES 2025-435

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 7 for, 0 against.

6. STAFF AND BOARD REPORTS

- A. *City of Duncanville Community Calendar Briefing, the functions of the calendar and demonstrating the calendar to Council.***
Presented by Alex Hamby.
- B. *Council to receive the annual Arts Commission report presented by Arts Commission Chair Ron Thompson.***
Presented by Arts Commission Chair Ron Thompson and Vice-Chair Mack Browning.
- C. *Receive the Economic Development Department Quarterly Report***
Presented by Economic Development Director Victor Barrera.
- D. *Council to receive a briefing on the current status of the TIF Board***
Presented by Victor Barrera. Mayor Contreras stated he would like to move forward to fill vacancies on the TIF Board. Councilmember Pennebaker added he is looking forward to getting some movement with the TIF Board. Councilmember Gooden added she would not want to delay the meeting until we are able to interview and appoint others to the board as there is a quorum of members. Mayor Contreras and Councilmember McBurnett are in agreement with Councilmember Gooden.
- E. *Council Briefing on the request to reduce the membership of the Duncanville Community Multicultural Commission from twelve (12) to nine (9) members.***
Presented by Victor Barrera. The council had a consensus on reducing the membership.
- F. *Council to receive a briefing and discussion on the draft 15 year Capital Improvement Plan.***
Presented by City Manager Finch.
- G. *Council to receive a briefing on the work of the 2025 Bond Committee kicking off and also discuss concepts of potential facility improvements including locations and renderings.***
Presented by City Manager Finch. This is a nine-member group with one member appointed by each council member, one representing the Duncanville Community and Economic Development Corporation (DCEDC), and one representing the Planning & Zoning Commission. He gave an update on the meeting dates and the purpose of the committee. A decision must be made by August to have the item on the ballot in the November 2025 General Election. Mayor Pro Tem Koontz had a concern that there is not a representative from each district. Mayor Contreras and other council members do not have concerns regarding the makeup of the committee.
- H. *Council briefing on proposed ordinance requests.***
Presented by City Manager Finch. He presented a running list of ordinances that may need updating and asked the council for input on the priority for updating the ordinances.

ADJOURNMENT

The meeting was adjourned at 10:39 p.m.

ATTEST:

CITY SECRETARY