



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, March 21, 2023

6:00 P.M. - Work Session/Briefing

7:00 P.M. - Regular Session

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

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

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

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

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

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person, broadcast by website and social media channels, and by video conference at 6:00 pm on Tuesday, March 21, 2023 in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

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

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

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

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

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

- Submit a comment by 4:00 p.m. on Tuesday, March 21, 2023.
- Email citysecretary@duncanvilletx.gov
- Email title: Public Comment – Tuesday, March 21, 2023
- First Name, Last Name, and Address

WORK SESSION / BRIEFING**1. DISCUSS AGENDA ITEMS****2. CITY COUNCIL CALENDAR**

- A. Updated 2023 City Council Calendar 5 - 7
[2023 City Council Calendar](#)
[2023 City Council Calendar, Updated March and April, 2023](#)

3. BRIEFINGS / PRESENTATIONS

- A. Discussion of Ordinances that pertain to trailer parking. 8
[Trailer Ordinance](#)
- B. Briefing Item - Ladd Property Update to City Council 9 - 10
[Briefing Item - Ladd Property Update to City Council](#)

EXECUTIVE SESSION

1. City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of Real Property owned by the City south of Wheatland, east of Main, and west of State Highway (SH) 67. 11 - 12
[Briefing: Executive Session Pursuant to Section 551.072](#)

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

CALL TO ORDER

INVOCATION - Pastor Robert Castillo, First Baptist Church of Duncanville

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

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

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

2. PROCLAMATIONS AND PRESENTATIONS

Proclamation: Girl Scouts Week

3. CITIZENS' INPUT

In-person citizen comments will be heard during the Regular Session. In keeping with the City Council's Rules of Procedure adopted on October 18, 2022, electronic mail comments will no longer be read aloud. Paper copies will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes.

"Pursuant to Section 551.007 of the Texas Gov't Code, any member of the public has the opportunity to address the City Council concerning any matter of public business or any posted agenda item; however, the Act prohibits the City Council from deliberating any issues not on the public agenda and such non-agenda issues may be referred to City staff for research and any future action; all persons addressing are subject to council adopted rules and limitations permitted by law"

At this time, two-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. In accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decisions at this time. Issues may be referred to City Staff for research and possible future action.

4. CONSENT AGENDA

The following may be acted upon in one motion. A City Councilmember may request items be removed from the Consent Agenda for individual consideration.

- | | | |
|----|---|---------|
| A. | Consider approval of draft City Council Meeting Minutes for the Regular City Council Meeting of March 7, 2023
Draft Meeting Minutes to be Considered for Approval | 13 - 18 |
| B. | A Resolution of the City Council of the City of Duncanville, Texas, Authorizing the Reduction of the Duncanville Vote Centers located within the City of Duncanville, Dallas County, Texas for the May 6, 2023 Joint and General Elections.
Resolution Authorizing the Reduction of the Duncanville Vote Centers | 19 - 27 |
| C. | Consider appointments to various Boards and Commissions including the Duncanville Community & Economic Development Corporation, the City Planning and Zoning Commission, the Community Engagement Advisory Board, the Arts Commission, and the Multicultural Commission, with the adoption of the attached Resolution.
Consider Appointments to City Boards, Committees, and Commissions | 28 - 32 |

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- | | | |
|----|--|---------|
| A. | Take any necessary action as a result of the Executive Session. | |
| B. | Consider a resolution approving an incentive grant by the Duncanville Community & Economic Development Corporation (DCEDC) to Encore Fine Properties, LLC, in the amount of \$22,725.00 for qualified expenditures for a building located at 106 E. Freeman Street, Duncanville, TX 75116.
Facade and Signage Incentive Grant | 33 - 69 |

- C. Council to consider adopting a resolution in opposition to the proposed zoning change being considered by the City of Dallas Plan Commission for the property directly north and adjacent to the Thoroughbred Hills subdivision in Duncanville. 70 - 78
[Resolution in Opposition to Proposed Zoning Change in Dallas](#)
- D. Consider a resolution adopting the City of Duncanville Five-Year Strategic Plan for period 2023-2028. 79 - 113
[Adopt Strategic Plan](#)
- 6. **STAFF AND BOARD REPORTS**
 - A. RECEIVE THE DCEDC QUARTERLY REPORT 114
[DCEDC Quarterly Report](#)
 - B. Human Resources / Innovation Quarterly Report 115
[Human Resources / Innovation Quarterly Report](#)
 - C. Receive the Fiscal Year 22-23 First Quarter Investment Report as of December 31, 2022. 116 - 125
[Quarterly Investment Report as of December 31, 2022.](#)

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanvilletx.gov and said Notice was posted by the following date and time: Friday, March 17, 2023, by 6:30 P.M. and remained posted for at least two hours after said meeting was convened.



Janie Willman, City Secretary

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

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

2023

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	*18	*19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	*17
18	19	20	21	22	23	24
25	26	27	28			

JANUARY 18

First Filing Date for Election Ballot

JANUARY 19

Celebrate Duncanville Event

FEBRUARY 17

Last Legal Filing Date for Election Ballot

MARCH 24 - 28

National League of Cities Congressional City Conference (NLC)

APRIL 24

First Day of Early Voting

MAY 2

Last Day of Early Voting

MAY 6

Election Day

MAY 21 - 23

International Council of Shopping Centers Conference (ICSC)

JULY 4

Requires Further Action: Determine a New Council Meeting Date

AUGUST 1

Submission of New Proposed Budget to Council

SEPTEMBER 30

End of Fiscal Year (FY23)

OCTOBER 1

Start of new Fiscal Year (FY24)

OCTOBER 4 - 6

Texas Municipal League Annual Conference and Exhibition (TML)

**** ALL DATES ARE SUBJECT TO CHANGE ****

Color Key:	
	City Holidays
	Election Day
	Coffee with the Mayor
	City Council Meetings
	Conferences

Symbol Key:

- ★ Important Event/Occurrence
- S Special Called City Council Meeting
- C Town Hall / Community Meeting



MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	C9	*10	11
12	13	S14	*15	16	17	18
19	20	*21	22	C23	24	*25
26	27	28	29	30	31	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						*1
2	3	4	5	6	7	*8
9	10	11	12	13	14	*15
16	17	18	19	20	21	22
23	*24	25	26	27	28	*29
30						

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	*2	3	*4	5	6
7	8	9	10	11	12	*13
14	*15	16	17	18	19	*20
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28	*29	30	31			

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
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JULY

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AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
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27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	*2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	*23
24	25	26	27	28	29	*30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	*23	24	25
26	27	28	29	30		

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March 2023

March 2023							April 2023						
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	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
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 26	27	28	Mar 1	2	3	4
5	6	7 6:00pm City Council Meeting (City Hall Briefing Room / Chambers)	8	9 6:30pm Community Meeting: LADD Property (Hopkins Senior Center (206 James Collins Blvd, Duncanville, TX	10 8:00am Strategic Plan: Feedback Due from City Council	11
12	13	14 6:00pm City Council Special Called Meeting: Board & Commission Interviews	15 8:00am Strategic Plan: Submit Pre- Final Copy to City Council	16 6:30pm CANCELLED: Community Meeting: LADD Property (Hopkins Senior Center (206 James Collins Blvd,	17	18
19	20	21 6:00pm Strategic Plan: Present Final Copy to City Council 6:00pm City Council Meeting (City Hall Briefing Room /	22	23 12:00pm Coffee with the Mayor (D.L. Hopkins Senior Center) 6:30pm Community Meeting: LADD Property (Zoom)	24 National League of Cities Congressional City Conference (Was	25 9:00am Spring Clean-up: Household Hazardous Waste (201 James 11:00am Princess Tea Party
26 National League of Cities Congressional City Conference (Washington D.C.)	27	28	29	30	31	Apr 1

April 2023

April 2023							May 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	7	1	2	3	4	5	6
9	10	11	12	13	14	8	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 26	27	28	29	30	31	Apr 1 9:00am Spring Clean-up: Operation Clean Duncanville (201 James Collins Blvd)
2	3	6:00pm City Council Meeting (City Hall Briefing Room / Chambers)	5	6	City Holiday	11:00am Easter Eggstravaganza
9	10	11	12	13	14	8:00pm Movies in the Park (Armstrong Park (200 James Collins Blvd, Duncanville, TX
16	17	6:00pm City Council Meeting (City Hall Briefing Room / Chambers)	19	20	21	22
23	First day of Early Voting	25	26	12:00pm Coffee with the Mayor (D.L. Hopkins Senior Center)	28	7:00pm Concert in the Park (Armstrong Park (200 James Collins Blvd, Duncanville, TX
30	May 1	2	3	4	5	6



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Discussion of Ordinances that pertain to trailer parking.

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Chris Freis, Assistant Chief of Police

BACKGROUND/HISTORY:

On October 18, 2022, an Ordinance on Residential Street Trailer Parking was presented to City Council. At the meeting, Council requested staff present more information for discussion.

POLICY EXPLANATION:

On December 6, 2022, staff presented options for potential trailer ordinances to Council. Council advised staff to rework the current ordinance and present options for a new trailer ordinance.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Council provides comments on the current ordinance.
2. Council recommends changes for staff to make to the ordinance and bring back at a future meeting.
3. Other actions as directed by Council.



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Briefing Item - Ladd Property Update to City Council

Vision Statement:

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

STAFF RESPONSIBLE:

Agustin Garcia, Managing Director of Development Services

Jeremy Tennant, Director of Planning and Neighborhood Services

Nathan Warren, Senior Planner

BACKGROUND/HISTORY:

On December 20, 2022, the Planning staff provided the City Council with a draft timeline of the steps necessary to enact a zoning change and comprehensive plan amendment for the Ladd Property. The City Council requested monthly updates on the process. g

Step 1	Conduct public meetings and meet with Municipal Boards and Commissions	January and February 2023
Step 2	Process public input pertaining to Opportunity Area 8 and implement strategy reflected in Five-year Comprehensive Plan Update	End of March/Beginning of April 2023
Step 3	Initiate zoning change request and text amendment	End of March/Beginning of April 2023
Step 4	An application for a zoning change and a text amendment will be filed with city staff, per the direction of the City Manager	End of March/Beginning of April 2023

Step 5 City staff will prepare a case report, send notification to property owners within 200 ft. of the subject property, notice by newspaper, and place the zoning change request on the next Planning and Zoning Commission regular meeting and define land use category for the zoning text amendment End of April/Beginning of May 2023

Step 6 The Planning and Zoning Commission will consider the zoning change request and text amendment, and make a recommendation to City Council June 2023

Step 7 City Council will consider the zoning change request and text amendment July 2023

POLICY EXPLANATION:

Council will use the information gathered by staff and recommended by the Planning and Zoning Commission, Keep Duncanville Beautiful, Economic Development Corporation and Neighborhood Vitality Commission to determine the appropriate land use designation for the Ladd Property.

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Provide feedback on the timeline and process.
2. Make recommendations on changes to the timeline and process.
3. Other actions as directed by Council.



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of Real Property owned by the City south of Wheatland, east of Main, and west of State Highway (SH) 67.

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Aretha R. Ferrell-Benavides, City Manager
Robert E. Hager, City Attorney

BACKGROUND/HISTORY:

City Council shall convene in closed Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of Real Property owned by the City south of Wheatland, east of Main, and west of State Highway (SH) 67.

The City Council will reconvene into Open Session.

Then the City Council will consider taking any necessary or appropriate actions on closed Executive Session matters.

POLICY EXPLANATION:

City Council shall convene in closed Executive Session pursuant to Section 551.072 of the Texas Government Code, to Deliberate the Sale, Exchange, Lease or Value of Real Property owned by the City south of Wheatland, east of Main, and west of State Highway (SH) 67.

FUNDING SOURCE:

ORG and Object Number

N A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Conduct Executive Session.
2. Other actions as directed by Council.



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Consider approval of draft City Council Meeting Minutes for the Regular City Council Meeting of March 7, 2023

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Janie Willman, City Secretary

BACKGROUND/HISTORY:

The City Council approves the meeting minutes submitted for consideration by the City Secretary.

POLICY EXPLANATION:

The City Council Meeting Minutes are submitted for review and approval by the City Council.

FUNDING SOURCE:

ORG and Object Number

N A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approve the attached draft City Council Meeting Minutes.
2. Provide corrections or recommendations for improvement.
3. Other actions as directed by Council.

ATTACHMENTS:

[2023-03-07 City Council Meeting Minutes - Draft](#)

Duncanville City Council Meeting Minutes
Regular City Council Meeting
Tuesday, March 7, 2023

CALL TO ORDER

The Regular Meeting of the Duncanville City Council was called to order on Tuesday, March 7, 2023, at 6:02 p.m. in the City Council Briefing Room and City Council Chambers at City Hall with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Councilmember Don McBurnett
Councilmember Greg Contreras
Councilmember Karen Cherry

COUNCIL ARRIVAL: Councilmember Jeremy Koontz arrived at 6:04 p.m.

COUNCIL ABSENT: Mayor Pro Tem Joe Veracruz
Councilmember At Large Patrick Harvey

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

Mayor Gordon introduced the discussion of the Agenda Items. City Manager Ferrell-Benavides reviewed each Consent Agenda item.

2. CITY COUNCIL CALENDAR

City Secretary Willman announced the most important updates to the Calendar.

3. BRIEFINGS / PRESENTATIONS

- A. City of Dallas Plan Commission's public hearing on rezoning of a parcel adjacent to Thoroughbred Hills subdivision.

Director of Planning and Neighborhood Services, Jeremy Tennant, presented this agenda matter. He reported that the City of Dallas' Plan Commission will hold a public hearing to consider an application for an R-7.5(A) Single Family District on property zoned an R-10(A) Single Family District, on the south line of Ranchero Lane, between Mona Lane and Duncanville Road. The purpose of the request is to change the minimum lot size for residential development from 10,000 sq. ft. per lot to 7,500 sq. ft. per lot.

The City Plan Commission may approve a different zoning district than the one requested, except that the different district may not:

1. Have a maximum structure height, floor area ratio, or density that is higher than the one requested
2. Be "non-residential" when the one requested is for residential uses or vice versa.

The City of Dallas Plan Commission staff sent a notification to all property owners within the 400 ft. buffer area encompassing the petitioned property. Of the property owners contacted within this buffer area, fourteen (14) property owners contacted were within the Thoroughbred Hills neighborhood in Duncanville. The scheduled public hearing day is Thursday, March 23, 2023 at 12:30 p.m. The City Plan Commission meeting will be held by video conference in the Council Chambers, 6th Floor at City Hall. The videoconferencing will be held via WebEx at the following link: <https://bit.ly/CPC032323>.

Following the presentation, the consensus of the City Council was to request the development of a resolution as suggested by Associate City Attorney Caleb Smith in time for the March 21, 2023 City Council Meeting.

- B. Briefing Requested by Councilmembers Jeremy Koontz and Greg Contreras related to Greenspace/Preservation District zoning proposal. Mr. Jim Jones, member of the Duncanville Nature Conservancy, made a formal presentation. The presentation focused on proposed text amendments, a stated purpose, and proposed allowable uses.

Councilmember Koontz inquired as to why the City Council could not accept the Greenspace/Preservation District Zoning Proposal as presented. Associate City Attorney Caleb Smith informed the City Council that continuing to follow the processes laid out in the directions given to the City Manager on December 6, 2022, was the best course and would eventually include community proposals as part of the reviews by the Planning & Zoning Commission and other community groups to update the required City of Duncanville plans to complete all legal reviews and processes.

Mayor Gordon announced that the Work Session / Briefing ended at 7:14 p.m.

REGULAR SESSION – Convene Into The Council Chambers At 7:00 p.m. or Immediately Following The 6:00 p.m. Work Session / Briefing

CALL TO ORDER

The Mayor called the Regular Meeting to order at 7:29 p.m. with City Councilmembers Jeremy Koontz, Don McBurnett, Greg Contreras, and Karen Cherry, present.

INVOCATION. The invocation was delivered by Pastor Jorge Guerrero, Crossroads of Life Church

PLEDGES. The Mayor led the assembly in reciting the Pledge of Allegiance and the Texas Pledge of Allegiance.

REPORTS

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

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

PROCLAMATIONS AND PRESENTATIONS

- A. Presentation of the National Women's History Month Proclamation to Councilmember Karen Cherry.

CITIZENS' INPUT

Mayor Gordon announced that in keeping with the City Council's Adopted Rules of Procedure on October 18, 2022, electronic mail comments will no longer be read aloud. Paper copies of the comments received will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes.

There were no electronic mail comments received.

Citizens Public Comment Period.

Mr. Grady Smithey, 1806 Cedar Hill Road, completed a card referencing road construction but was not present to speak.

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 approval of draft City Council Meeting Minutes for the following City Council Meetings: January 3, 2023, Regular Meeting, January 17, 2023 Regular Meeting, February 7, 2023 Regular Meeting, February 16, 2023 Special Called Meeting, February 21, 2023 Regular Meeting
 - B. A Resolution Of The City Council Of The City Of Duncanville, Texas, Authorizing The Terms And Conditions Of The Interlocal Agreement By And Among The City Of Duncanville, Participating Cities, And Dallas County Through The Elections Administrator, To Conduct A Joint And General Election To Be Held On May 6, 2023, Which Such Agreement Is Attached Hereto And Incorporated Herein As Exhibit A; Authorizing The City Manager To Execute The Necessary Documents; And, Providing For An Effective Date
 - C. Consider a Resolution authorizing a Fiscal Year 2023 procurement of Police Ammunition from GT Distributors, Inc, Austin, TX, through BuyBoard contract

#603-20, for the contractually discounted price, in an amount not to exceed \$90,000.00

- D. Consider a Resolution authorizing the renewal of the Microsoft 365 subscription from CDW-Government (CDW-G), for the three-year contractual period at the discounted price of \$91,015.75 annually with a three-year expenditure total of \$273,047.25.
- E. Consider a Resolution approving the terms and conditions of the Interlocal Agreement between the City of Cedar Hill and the City of Duncanville for the shared purchase and use of a traffic control vehicle.
- F. Consideration and action regarding the request of Rick Jaynes, Applicant and Owner, to change zoning from a Planned Development District and Local Office/Retail District to a new Planned Development District and to change zoning from a Planned Development District and Local Office/Retail District to General Office/Retail District and adopt an ordinance to amend the Comprehensive Zoning Ordinance and map on 1A & PT Lot 2A, Block 1, Merrywood Addition; Lots 1A and 2A Merrywood Addition; Lot 1, Block 1, Jaynes Memorial Addition; and PT TR 23 ACS 3.1562, A Slayback ABST 1299 PG 880, more commonly known as 803, 807, 809 and 811 South Cockrell Hill Road, in the City of Duncanville, Dallas County, Texas.

ZORD repealing Ord 1462 to provide new PD-133665.

ZORD Blk 1, Lot 2A to Blk 1, Lot 1R-133666.

Motion by Councilmember McBurnett to approve the Consent Agenda Items and second by Councilmember Contreras. The Mayor called for a roll call voice vote.

**Councilmember McBurnett, for
Councilmember Koontz, for
Councilmember Contreras, for
Councilmember Cherry, for
Mayor Gordon, for**

The vote was 5 for, 0 against. The motion carried. Mayor Pro Tempore Veracruz and Councilmember At Large Harvey were absent.

EXECUTIVE SESSION

Mayor Gordon read the closed Executive Session exceptions at 7:42 p.m.

- 1. City Council shall convene into closed Executive Session pursuant to Section 551.071, of the Texas Government Code to seek legal advice from City Attorney concerning the use of local hotel occupancy tax revenue under Chapter 351 of the Texas Tax Code.
- 2. City Council shall convene into closed executive session pursuant to Section 551.089, of the Texas Government Code to discuss and deliberate the City's proprietary information technology and security devices for said system.

Mayor Gordon announced that the City Council was reconvening into Open Session at 9:08 p.m.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

Mayor Gordon announced that there were no actions arising from Executive Sessions 1 and 2.

6. STAFF AND BOARD REPORTS

- A. Receive the Parks and Recreation Department Quarterly Report.
Director of Parks and Recreation Department, Bart Stevenson, presented the Quarterly Report.
- B. Receive the Planning and Neighborhood Services Quarterly Report.
Director of Planning and Neighborhood Services, Jeremy Tennant, presented the Quarterly Report.

ADJOURNMENT

Mayor Gordon adjourned the meeting at 9:34 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Add Signature Lines for City Secretary Signature and Mayor Gordon’s Signatures



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

A Resolution of the City Council of the City of Duncanville, Texas, Authorizing the Reduction of the Duncanville Vote Centers located within the City of Duncanville, Dallas County, Texas for the May 6, 2023 Joint and General Elections.

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Janie Willman, City Secretary

BACKGROUND/HISTORY:

The attached Resolution, if authorized by the City Council seeks to support the request made by the Duncanville City Council in advance of the February 2022 City Council Meeting which requested a reduction in the number of Vote Centers authorized and activated in the May 2021 and May 2022 Elections. Additional information reflects May 2019 and May 2021 Elections turnout where additional facilities were used. This report is a follow-up report to the City Council related to the completion of the work of the Vote Center Advisory Committee (VCAC) and consideration by the Dallas County Commissioners Court. The data compiled by the Dallas County Elections Department is labeled as Attachment A to this Staff Report.

Following the completion of the current review by the VCAC, Commissioner John Wiley Price's office contacted the City Secretary seeking further input from the City of Duncanville City Council to obtain a clearer understanding of the request to reduce the number of Vote Centers within the City of Duncanville. Although the County Commissioners Court is set to meet on March 21, Commissioner Price has requested information that will support the best interests of the City of Duncanville and the constituency once the City Council has made a final decision. Michael Scarpello, Dallas County Elections Administrator, met with each Dallas County Commissioner (Commissioner John Wiley Price) to inform said Commissioner on the outcome of the VCAC and opportunities to determine, based on the City's request and in the best interest of the voters, whether to approve, reject, or modify for his perspective districts.

The City Council asked if costs would be reduced if the Vote Centers were reduced. Staff raised the question at the March 8 VCAC meeting. The answer was that election costs are based on the number of voters in each respective jurisdiction. The County's responsibility is to ensure the County Elections Department is adequately staffed and equipped to handle elections demands based on possible outcomes with the view that publicizing upcoming elections will continue to result in greater voter participation. Each city or jurisdiction has the responsibility to provide for successful elections which require staffing and equipment with the city or jurisdiction being responsible for the election costs regardless of whether the election results in increasingly larger voter participation as is the case in Presidential Elections every four years or lower voter participation as can be the case in local elections.

It should be emphasized that the proposed Resolution and this policy report seek to support the most responsible and best partnership between the City of Duncanville, the Dallas County Commissioners Court, and their shared constituents at the fairest possible cost ensuring stability in voting centers which support sufficiently adequate voting centers at a reasonable and affordable cost.

POLICY EXPLANATION:

The City of Duncanville City Council authorized its City Manager to enter into an Interlocal Agreement by and among the City of Duncanville, participating cities, and Dallas County through the Elections Administrator to conduct a Joint and General Election to be held on May 6, 2023 with the adoption of Resolution No. 2023-011 on February 21, 2023. This policy seeks to further refine the number of Vote Centers located within the City of Duncanville to support the most responsible and best partnership between the City of Duncanville, the Dallas County Commissioners Court, and their shared constituents at the fairest possible cost ensuring stability in voting centers which support sufficiently adequate voting centers at a reasonable and affordable cost.

FUNDING SOURCE:

ORG and Object Number

N A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Adopt the Resolution Making Recommendations for Reduction of Vote Centers in the City of Duncanville
2. Do not adopt the Resolution Making Recommendations for Reduction of Vote Centers in the City of Duncanville
3. Other actions as directed by Council.

ATTACHMENTS:

[Copy of Election Vote Centers City of Duncanville \(002\)](#)

[FW City of Duncanville Vote Centers Redacted](#)

[2023-VCAC-members-2](#)

[20230317-Duncanville.RESO establishing voting centers-134114](#)

Copy of Election Vote Centers for City of Duncanville

Poll Code	Location Name	Address	Voting Room	Standard Early Voting Site?	Standard Election Day Site?	Under Construction?	Avg. Turnout (May '21 & May 7 '22)	Use (%)	May '19 Turnout	May '21 Turnout	Estimated Capacity	No. of Registered Voters within .75 mi	No. of Registered Voters within 1.44 mi
V3200	H Bob Daniel SR Intermediate Sch	1007 Springwood Ln, Duncanville, Texas 75137	Band 102	No	Yes	No	39	90%	(not used)	47	162	3,016	14,466
V3201	Alexander Elementary School	510 Softwood Dr, Duncanville, Texas 75137	Music Room	No	Yes	No	12	90%	(not used)	7	113	2,073	11,594
V3202	Duncanville Library	201 James Collins Blvd, Duncanville, TX 75116	Mtg Rm 1-3	Yes	Yes	No	538	90%	(not used)	477	1,982	4,307	14,635
V3203	Duncanville's First Baptist Chur	323 W Wheatland Rd, Duncanville, Texas 75116	Gym Foyer	No	Yes	No	36.5	90%	(not used)	39	233	3,904	13,840
V3204	Reed Middle School	530 E Freeman St, Duncanville, Texas 75116	Auditorium	No	Yes	No	79.5	90%	162	84	399	3,974	15,932
V3205	Brandenburg International School	1903 Blueridge Dr, Duncanville, Texas 75137	Band	No	Yes	No	11	80%	(not used)	16	92	3,433	11,012
V3206	Byrd Middle School	1040 W Wheatland Rd, Duncanville, TX 75116	Gym B	No	Yes	No	169.5	90%	364	187	364	3,413	14,192
V3207	Arise Church	201 W Center St, Duncanville, Texas 75116	Legacy Hall	No	Yes	No	25.5	90%	(not used)	26	332	3,985	13,655
V3208	Central Elementary School-DUISD	302 E Freeman St, Duncanville, Texas 75116	Auditorium	No	Yes	No	11	80%	(not used)	11	264	4,737	15,173
V3209	Duncanville High School	900 W Camp Wisdom Rd, Duncanville, Texas 75116	Performance Hall Foyer	No	Yes	No	11	80%	(not used)	8	208	3,161	10,810
V3211	Fairmeadows Elementary School	101 E Fairmeadows Dr, Duncanville, Texas 75116	Portable 12	No	Yes	No	49	90%	122	70	293	3,510	11,590

From: [Juanita Willman](#)
To: [REDACTED]
Cc: [Aretha Ferrell-Benavides](#); [Juanita Willman](#)
Subject: FW: City of Duncanville Vote Centers
Date: Thursday, March 9, 2023 12:23:18 PM
Attachments: [image001.png](#)

Ms. Fain,

Thank you for your follow-up phone call this morning on behalf of Commissioner John Wiley Price. This is the information that was previously emailed to Dallas County Elections.

We look forward to receiving any other information that will help inform the Mayor and City Council of changes going forward prior to the Commissioners' approval.

Respectfully,

Janie

Juanita "Janie" Willman
City Secretary, TRMC

Phone: 972-780-5017
Fax: 972-780-5077
Mobile: 469-435-3214



203 E. Wheatland Road
Duncanville, TX 75116

From: Juanita Willman <juanita.willman@duncanvilletx.gov>
Sent: Wednesday, February 22, 2023 8:00 PM
To: [REDACTED]
Cc: Juanita Willman <juanita.willman@duncanvilletx.gov>
Subject: City of Duncanville Vote Centers

Esmeralda,

My understanding is that the City Council of the City of Duncanville asked last year to **keep the following locations** as Vote Centers:

1. Duncanville Library, 201 James Collins Blvd.
2. Reed Middle School, 530 Freeman Street
3. Byrd Middle School, 1040 W. Wheatland Road
4. Fairmeadows Elementary School, 101 E. Fairmeadows Drive

The **following vote centers are respectfully requested to be removed:**

1. H. Bob Daniel SR Intermediate School
2. Alexander Elementary School
3. Duncanville's First Baptist Church
4. Brandenburg International School
5. Arise Church
6. Central Elementary School
7. Duncanville High School

The City Council's request to inform this proposed change is based on the analytical data to ensure that locations with larger numbers of voter use.

Is it possible to confirm that is the case on this proposed change, please?

Respectfully,

Juanita "Janie" Willman
City Secretary, TRMC

Phone: 972-780-5017

Fax: 972-780-5077

Mobile: 469-435-3214



203 E. Wheatland Road
Duncanville, TX 75116



DALLAS COUNTY ELECTIONS DEPARTMENT

Vote Center Advisory Committee Members

- Citizen Advisory Committee
- Community Organizations
- School and College Districts
- Political Party Chairs
- Political Subdivisions
- Community Members

#	NAME	CATEGORY	MEMBER TYPE
1	John Eric Cedillo	CEAC-CJ	VOTING
2	John Michael Yourse	CEAC- Dist. 1	VOTING
3	Walter Hofheinz	CEAC- Dist. 1	VOTING
4	Bonnie Wells	CEAC- Dist. 2	VOTING
5	Lawrence Wainer	CEAC- Dist. 2	VOTING
6	Alexis Dennard	CEAC- Dist. 3	VOTING
7	Levatta Levels	CEAC-Dist. 3	VOTING
8	Ana Coca	CEAC-Dist. 4	VOTING
9	Renato De Los Santos	CEAC-Dist. 4	VOTING
10	Camila Correa Bourdeau	CEAC-Joint	VOTING
11	Elaine Tess Campbell	CEAC-Joint	VOTING
12	Mildred Domenech	CEAC-Joint	VOTING
13	Dr.Carole Haynes Ph.D	Citizens Matter	VOTING
14	Daniel Clayton	Community Member	VOTING
15	Debby Bobbit	Community Member - City of Rowlett	VOTING
16	Cindi Castilla	Dallas Eagle Forum	VOTING
17	Robert Elkin	Dallas Votes	NON-VOTING
18	Stephanie Mace	Dallas Votes	VOTING
19	Susan Stephens	Daughters of Thunder	VOTING
20	Shon Joseph	DeSoto ISD	NON-VOTING
21	Molly Broadway	Disability Rights Texas	VOTING
22	Fay Matthews-Bridges	ISD - Dallas ISD	NON-VOTING
23	Orlando Alameda	ISD - Dallas ISD	VOTING
24	Mark Quinn	ISD - Garland ISD	VOTING
25	Mechelle Hogan	ISD - Garland ISD	NON-VOTING
26	Debbie Torres	ISD - GPISD	VOTING
27	Esther Kolni	ISD - Irving ISD	VOTING
28	Viridiana Gutierrez	ISD - Richardson ISD	NON-VOTING
29	David Pate	ISD - Richardson ISD	VOTING
30	<u>Silvia Martinez</u>	ISD -DeSoto ISD	VOTING
31	SinMin Pak	Korean American Professional	VOTING
32	Carol Farquhar	League of Women Voters	NON-VOTING



DALLAS COUNTY ELECTIONS DEPARTMENT

33	Diane Tasian	League of Women Voters	VOTING
34	Dorie Crenshaw	League of Women Voters	NON-VOTING
35	Jesse Tafalla	LULAC - Director for National Education Svc	VOTING
36	Nosayba Mahmoud	MAS Islamic Center of Dallas	VOTING
37	Felicitas Cadena	Media-Univision Mgr of Community Empowerment	VOTING
38	Kebran Alexander	NAACP	VOTING
39	Bonnie Mathias	Political Party Chair - Democratic Party	NON-VOTING
40	Kristy Nobel	Political Party Chair - Democratic Party	VOTING
41	Kevin Hale	Political Party Chair -Libertarian Party	VOTING
42	Jennifer Hajdu	Political Party Chair- Republican Party	VOTING
43	Susan Fountain	Political Party Chair- Republican Party	NON-VOTING
44	Stacy Henderson	Political Subdivision - City of Farmers Branch	VOTING
45	Irma G. Parker	Political Subdivision - City of Addison	VOTING
46	Christel Pettinos	Political Subdivision - City of Coppell	NON-VOTING
47	Biliera Johnson	Political Subdivision - City of Dallas	VOTING
48	Alicia Thomas	Political Subdivision - City of Desoto	VOTING
49	Carma Potter	Political Subdivision - City of Garland	NON-VOTING
50	René Dowl	Political Subdivision - City of Garland	VOTING
51	Gloria Colvin	Political Subdivision - City of GrandPrairie	NON-VOTING
52	Mona Lisa Galicia	Political Subdivision - City of GrandPrairie	VOTING
53	Shanae Jennings	Political Subdivision - City of Irving	VOTING
54	Aimee Nemer	Political Subdivision - City of Richardson	VOTING
55	Laura Hallmark	Political Subdivision - City of Rowlett	VOTING
56	Cindy Gross	Political Subdivision -City of Balchsprings	VOTING
57	Lea Granger	Political Subdivision- City of Sachse	VOTING
58	Torsha McCarty	Political Subdivision -Dallas Collage	VOTING
59	Ashley Owens	Political Subdivision-City of Coppell	VOTING
60	Brandi Brown	Political Subdivision-City of Glen Heights	VOTING
61	Janie Willman	Political Subdivision- City of Duncanville	VOTING
62	Cynthia Olguin	Political Subdivision- City of Hutchins	VOTING
63	Andrea Barreiro	SMU - Professor	VOTING
64	Carmen Ayala	Somos Tejas	VOTING
65	Dee Doai	Vietnamese American Community of Greater Dallas	NON-VOTING
66	Jason Ly	Vietnamese American Community of Greater Dallas	VOTING

RESOLUTION NO. 2023-022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ESTABLISHING THE VOTING CENTERS WITHIN THE CITY OF DUNCANVILLE AND TO PROVIDE FOR REAPPOINTMENT AND REDUCTION OF VOTING CENTERS FOR THE JOINT AND GENERAL ELECTION TO BE HELD ON MAY 6, 2023; TO APPROVE THE DALLAS COUNTY VOTING CENTERS FOR SAID ELECTION AS SET FORTH IN EXHIBIT "A", WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Duncanville, Texas desires to support the reapportionment and the reduction of Vote Centers by and among the City of Duncanville, Texas, participating cities, and the Dallas County Elections Administrator for the Conduct of a Joint and Special Election on May 6, 2023; and,

WHEREAS, the City of Duncanville City Council is of the opinion and finds that the Vote Centers in the City of Duncanville should be limited to specified locations to provide adequate staffing and equipment for the conduct of said Election and that said Vote Centers should reflect the voter participation in recent elections and is qualified based on metrics and actual voter participation.

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

SECTION 1. The City of Duncanville hereby approves the establishing the voting centers within the City of Duncanville, Dallas County, Texas at the following locations: Duncanville Library, 201 James Collins Blvd.; Reed Middle School, 530 Freeman Street; Byrd Middle School, 1040 W. Wheatland Road; and Fairmeadows Elementary School, 101 E. Fairmeadows Drive; and, the City of Duncanville hereby approves the Dallas County voting centers for said election as set forth in Exhibit "A", which is attached hereto and incorporated herein.

SECTION 2. This Resolution shall be effective upon its passage.

Resolution No. _____

TM 134114

DULY RESOLVED AND ADOPTED by the City Council of the City of
Duncanville, Texas, on the 21st day of March, 2023.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Janie Willman, CITY SECRETARY

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

Resolution No. _____



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Consider appointments to various Boards and Commissions including the Duncanville Community & Economic Development Corporation, the City Planning and Zoning Commission, the Community Engagement Advisory Board, the Arts Commission, and the Multicultural Commission, with the adoption of the attached Resolution.

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**
- **Re-Imagine: High Quality of Life**
 - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:

Janie Willman, City Secretary

BACKGROUND/HISTORY:

The City Council continues considering appointments to its various board, committees, and commissions as applications are received, vetted, and considered by the City Council.

The City Council interviewed prospective applicants to its boards, committees, and commissions for the Duncanville Community & Economic Development Corporation, the City Planning and Zoning Commission, the Community Engagement Advisory Board, the Arts Commission, and the Multicultural Commission.

This item is placed on the Items for Individual Consideration to allow for the announcement of the applicants selected for service during the City Council's Regular Meeting.

POLICY EXPLANATION:

City Council, with the adoption of the attached resolution, will formally appoint citizens to the Duncanville Community & Economic Development Corporation, the City Planning and Zoning Commission, the Community Engagement Advisory Board, the Arts Commission, and the Multicultural Commission.

FUNDING SOURCE:

ORG and Object Number

N A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approve Resolution authorizing Board, Committee, and Commission Appointments.
2. Other actions as directed by Council.

ATTACHMENTS:

[Consent Agenda - Consider Appointments to City Boards, Committees, and Commissions](#)



City of Duncanville
Office of the City Secretary
203 E. Wheatland Road
Duncanville, Texas 75116

March 10, 2023

Mayor and City Council,

DCEDC
One vacancy

DCEDC currently has the following member categories with board members as indicated:

Commercial Real Estate – 1 Member
Chief Executive Officer / Chief Operating Officer – 1 Member
Lawyer – 1 Member
Economic Development – 1 Member
Engineer – 1 Member
Citizen – 1 Member

No more than two (2) members shall be from any single category, affiliation, or discipline. No more than one (1) member of the Board may be appointed as a citizen member who does not possess the affiliation or discipline qualification as set forth in this subsection. Also, three (3) directors shall be persons who are not employees, officers of the City or members of the City Council.

P&Z Commission
Two vacancies

Community Engagement Advisory Board
Community Engagement Advisory Board has 1 member as of 11/17/2022
Six vacancies

Multicultural Commission
Multicultural Commission has 1 member
Nine vacancies; 3 African-American, 3 Latinx, 3 Women
Needs 12 members including the nine vacancies detailed above

Arts Commission

Arts Commission has 5 members as of 11/17/2022

Needs 4 members

Zoning Board of Adjustment

Meets on an infrequent basis; staff will provide an update

Neighborhood Vitality Commission

Full; no vacancies

Parks and Recreation

One vacancy. Staff will provide an update

Keep Duncanville Beautiful

Three vacancies. No applicants to be interviewed on March 14.

City Council B&C Appointments

City Planning & Zoning Commission
Appointment for 1 Year 2023-2024
1. Carolyn Thompson

DCEDC
Appointment to August 2023
1. Donella Payne

To complete unexpired term.

Community Engagement Advisory Board
Appointment for 2 Year Terms
1. Linda Lydia
2. Bryan Kaeser

Multicultural Commission
Appointment for 2 Year Terms
1. Homer Fincannon
2. Nancy Gutierrez

Arts Commission
Appointment for 3 Year Terms
1. Sarah Macias



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Consider a resolution approving an incentive grant by the Duncanville Community & Economic Development Corporation (DCEDC) to Encore Fine Properties, LLC, in the amount of \$22,725.00 for qualified expenditures for a building located at 106 E. Freeman Street, Duncanville, TX 75116.

Vision Statement:

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

Pillar:

- **Develop: Infrastructure Improvement Strategy**
 - **Ensure the viability and adaptability of the city’s infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**
- **Promote: Innovative Ideas for Development and Re-development**
 - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**

STAFF RESPONSIBLE:

Agustin "Gus" Garcia, CEcD, EDPF; Managing Director of Development Services

BACKGROUND/HISTORY:

The City of Duncanville Community and Economic Development Corporation (DCEDC) was formed in 1995. The Board of Directors oversees the DCEDC and allocates funds as part of Duncanville's comprehensive economic development plan. The DCEDC offers a variety of "Design" incentive grants designed to encourage redevelopment and beautification by providing financial resources to business owners for exterior property improvements. These tenets remain focal to the DCEDC economic development incentive policy which was revised on July 19, 2022. The revisions have given the DCEDC more tools to spur economic development.

Grant money will be paid as a reimbursement after the project is complete. The recipient of the incentive grant must provide a written request including an affidavit of completion to the DCEDC Staff. The Building Permit Staff will then conduct an inspection of workmanship to ensure the project was completed according to all City Codes and Ordinances.

POLICY EXPLANATION:

The application by Encore Fine Properties, LLC, was approved by the DCEDC on February 20, for an incentive grant totaling \$22,725.00. The grant requires final approval by the City Council.

FUNDING SOURCE:

ORG and Object Number

12051000 and 708501

Available Budget

\$2,132,000.00

Purchase Amount

\$22,725.00

After Encumber

\$2,109,275.00

ACTION ALTERNATIVES:

1. Approve the DCEDC incentive grant.
2. Do not approve the DCEDC incentive grant.
3. Other actions as directed by Council.

ATTACHMENTS:

[Resolution No. - 2023-018 - DCEDC Grant - Encore Fine Properties, LLC -- 106 E. Freeman Street - Pdf](#)

RESOLUTION NO. 2023-018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF INCENTIVE GRANTS BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) TO ENCORE FINE PROPERTIES, LLC, IN AN AMOUNT THAT SHALL NOT EXCEED \$22,725.00 FOR A BUILDING LOCATED AT 106 E. FREEMAN STREET, DUNCANVILLE, TEXAS 75116; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Duncanville Community and Economic Development Corporation (DCEDC) offers economic development incentive grants to encourage redevelopment and beautification by providing financial resources to business owners for property improvements; and

WHEREAS, Encore Fine Properties, LLC, acting by and through Tarunkumar “Ravi” Murjani, its duly authorized representative, own the building located at 106 E. Freeman Street. 67, Duncanville, Texas, 75116; and intend to remove the exterior overhead door & replace it with a glass door and windows as well as the addition of an LED business sign; and

WHEREAS, the DCEDC Board of Directors voted to affirmatively approve an application of incentive grants that shall not exceed \$22,725.00; and

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

SECTION 1. The City Council of the City of Duncanville, Texas hereby approves the terms and conditions of a economic development incentive grant by the Duncanville Community and Economic Development Corporation as described herein to Encore Fine Properties, LLC in an amount that shall not exceed \$22,725.00.

SECTION 2. That the City Manager is authorized to execute any appropriate documents to execute this Resolution, after approval as to form by the City Attorney.

SECTION 3. That if any provision of this Resolution is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Resolution shall remain in full force and effect.

SECTION 4. This Resolution shall take effect immediately from and after its passage as the law and charter in such cases provide.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville,
Texas, on the 21st day of March, 2023.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Janie Willman, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT "A"

STATE OF TEXAS	§	ECONOMIC DEVELOPMENT
	§	INCENTIVE AGREEMENT
COUNTY OF DALLAS	§	

ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT

This Economic Development Incentive Agreement ("Agreement") is made by and between the Duncanville Community and Economic Development Corporation, a Texas non-profit corporation (the "DCEDC") acting by and through Kenneth Govan its duly authorized DCEDC President, and Encore Fine Properties, LLC acting by and through Tarunkumar "Ravi" Murjani, its duly authorized representative (the "Applicant").

RECITALS

WHEREAS, the Duncanville Community and Economic Development Corporation (DCEDC) established incentive policies and guidelines in order to locate, retain, and expand business activities in Duncanville; and

WHEREAS, the Applicant, has requested economic development assistance from the DCEDC for their property located at 106 E. Freeman Street, Duncanville Texas 75116 hereinafter known as the "Project"; and

WHEREAS, the incentive funds awarded are to be utilized for qualified expenditures on a reimbursement basis related to improvement of the façade and signage of the Project not to exceed twenty-two thousand and seven-hundred and twenty-five dollars (\$22,725.00); and

WHEREAS, the Applicant, meets all program requirements in order to be considered for incentive grant assistance; and

WHEREAS, pursuant to Texas Local Government Code Chapters 501 through 505, (the Development Corporation Act), the DCEDC has determined that the request constitutes an authorized project and DCEDC is willing to provide the Applicant with economic assistance in the form of cost reimbursements as hereinafter set forth on the terms and conditions stated herein and the Applicant, is willing to accept all terms and conditions stated in this Agreement; and

WHEREAS, the DCEDC has determined that making economic development grants in accordance with this Agreement will further the objectives of the DCEDC and will benefit the DCEDC, the City, and the city's residents by helping to stimulate local economic development through beautification and site readiness for investment and development, increase the City's yearly ad valorem collections, increase sales tax, and encourage economic vitality in the City.

NOW, THEREFORE, in consideration of the mutual benefits and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

EXHIBIT “A”

ARTICLE I. AUTHORIZATION

1.01. The City Council finds and determines that this Agreement is authorized and governed by Texas Local Government Code Chapters 501 through 505.

ARTICLE II. TERM

2.02. This Agreement shall be effective as of the date of execution by all parties with specific performance standards being met by October 3, 2023, unless otherwise terminated as provided for in this agreement.

ARTICLE III. GRANT

3.01. Economic Development Incentives.

As an economic development incentive grant to assist the Applicant located at 106 E. Freeman Street in Duncanville, Texas, the DCEDC agrees to provide a one-time reimbursement grant in an amount not to exceed a total of \$22,725.00 for façade and signage improvements for the building occupied by the Applicant subject to the terms and conditions set forth in this Agreement. Grant reimbursement payment will be made if funds are available from sales tax proceeds once all the Applicant performance standards have been met and nothing contained herein shall constitute a contract for goods or services under the law.

3.02. The Applicant shall file a written proposal and plans with the DCEDC which shall provide detail plans concerning the use of funds to achieve the purposes recited herein.

ARTICLE IV. COVENANTS OF ENCORE FINE PROPERTIES, LLC

4.01. As a condition precedent and in consideration of the DCEDC agreeing to make the economic development incentive grant described above, and to be eligible to receive reimbursement, the Applicant agrees to do the following:

- (a) Cause the improvements as defined herein to be actually made at the address indicated herein; and
- (b) Provide a copy of the grant reimbursement request form along with original copies of the actual paid invoices for expenses within the provisions to Article III the business incurred before October 3, 2023 at 5 p.m.; and
- (c) Provide proof of legal ownership of the specified location of 106 E. Freeman Street, the promises in the agreement; and
- (d) Incentive grant shall mean an amount not to exceed \$22,750.00 for improvements to the façade and signage for the property owned by the Applicant located at 106 E. Freeman Street; and

EXHIBIT “A”

- (e) Receive a certificate of occupancy on or before October 3, 2023; and
- (f) Pay any property or City sales tax due before or on October 3, 2023; and
- (g) During the term of this Agreement, the Applicant, agrees not to knowingly employ any undocumented workers or unlicensed contractors and/or subcontractors at the development, and if convicted of a violation under 8 U.S.C Section 1324a(f), the Applicant, shall repay the amount of the grant payments received within 130 business days after the date the Applicant, is notified by the City of such violation, and this agreement automatically terminates.
- (h) If work is found to be incomplete within the timeline provided in Article IV, the Applicant, may request via written documentation an extension of 30 business days to complete work. If the work remains incomplete by the end of this extension, the Applicant, will be found in violation of this agreement and the terms of this agreement are automatically terminated and the Applicant will indemnify the DCEDC of any obligations related to grants and incentives that are withheld.

ARTICLE V. GENERAL PROVISIONS

5.01. **Termination and Default.** This Agreement terminates upon any one of the following:

- (a) By the Applicant, through mutual written agreements of both parties; and
- (b) By DCEDC, if the Applicant, files any false documentation concerning the application or receipt of the Grant; and
- (c) By DCEDC and the Applicant, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement and such default or breach is not cured within thirty (30) days after written notice thereof by the non-breaching party; and
- (d) By DCEDC, if any taxes, fees, impositions or charges owed to the DCEDC, the City of Duncanville, or the State of Texas by the Applicant, shall have become delinquent (provided, however, that such taxes, fees, or charges shall not be considered delinquent for purposes of this Section 5.1(c) until any proper and timely protest or contest of such taxes or fees has become final); and
- (e) By DCEDC, if the Applicant suffers an Event of Bankruptcy or Insolvency; and
- (f) By DCEDC and the Applicant, respectively, if any subsequent federal or state legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid or illegal; and

EXHIBIT "A"

- (g) By DCEDC, if insufficient funding is available to provide the grant contemplated herein. In such event, the DCEDC shall give the Applicant not less than fifteen (15) days notice of its intent to terminate; and
- (h) By DCEDC, if any other material provisions of this Agreement is breach by the Applicant.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination of the Applicant existence, insolvency, employment of receiver for any part of Owner's Property and such appointment is not terminated within ninety (90) days after such appointment is initially made, any general assignment for the benefit of creditors or the commencement of any proceedings under any bankruptcy or insolvency laws by or against Owner and such proceedings are not dismissed within ninety (90) days after the filing thereof,

5.02. Recapture Provision. In the event the Applicant does not comply with the terms of this Agreement or is otherwise in default as provided herein, the Applicant pursuant to the provisions herein shall refund the DCEDC the Grant Payments actually paid by DCEDC and received by the Applicant immediately preceding the date of such termination. If the payment is not refunded within 30 days of termination, the Applicant will indemnify the DCEDC of any fees or costs related to recuperating funds owed to the DCEDC, plus interest and attorney fees.

5.03. Mutual Assistance. The Applicant and the DCEDC shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions hereof.

5.04. Representations and Warranties. The Applicant represents and warrants to the DCEDC that it is a duly organized company under the laws of the State of Texas and is in good standing and can execute the terms of this agreement.

5.05. Employee Hiring, Materials, and Supplies Purchased. Although not a condition of this Agreement, the DCEDC requests that the Applicant when feasible, satisfies its needs for all additional employees from Duncanville residents and/or purchases materials and supplies from Duncanville merchants and businesses.

5.06. Section or Other Headings. Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

5.07. Verification and Compliances. The Applicant agrees to allow the DCEDC's attorney to conduct an audit all of the Applicant business records, documents, and agreements or other instruments, subject to appropriate confidentiality, in furtherance of the following purposes only:

- (a) To ensure the Applicant compliance with the affirmative covenants set forth in this Agreement; and
- (b) To determine the existence of a default or breach of the terms of this

EXHIBIT "A"

Agreement; and

- (c) To ensure compliance with the prerequisites for paying a Reimbursement Incentive; and
- (d) To determine whether the correct amount of sales taxes are being collected and reported.

The DCEDC will provide the Applicant with written notice of any request for an audit and shall cooperate with the Applicant to schedule audit activities so as to minimize disruption of the Applicant normal business operations.

5.08. Indemnification. IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT, THE APPLICANT IS ACTING INDEPENDENTLY, AND THE DCEDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE APPLICANT BUSINESS OR PROPERTY. THE DCEDC SHALL NOT BE LIABLE TO THE APPLICANT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR ANY DAMAGE TO PERSONS OR PROPERTY. IN THIS RESPECT, THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE DCEDC HARMLESS AGAINST ANY AND ALL CLAIMS, LIABILITY, DEMANDS, DAMAGES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE CONDUCT OR MANAGEMENT OF THE APPLICANT, OR FROM ANY BREACH ON THE PART OF THE APPLICANT OF ANY CONDITIONS OF THIS AGREEMENT OR FROM ANY ACT OF NEGLIGENCE OF THE APPLICANT, ITS AGENTS, CONTRACTORS, OR EMPLOYEES.

5.09. Attorneys Fees. In the event any legal action or process is commenced to enforce or interpret provisions of this Agreement, the prevailing party in any such legal action shall be entitled to recover its necessary and reasonable attorneys' fees and expenses incurred by reason of such action.

5.10. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the transaction contemplated herein.

5.11. Amendment. This Agreement may only be amended, altered, or revoked by a written instrument signed by the Applicant, DCEDC, and the City.

5.12. Successors and Assigns. This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. The Applicant may not assign all or any part of its rights and obligations hereunder without prior written approval of the DCEDC.

EXHIBIT "A"

5.13. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties in writing:

Owner: Encore Fine Properties, LLC Attention: Tarunkumar "Ravi" Murjani 106 E. Freeman Street Duncanville, TX 75116 City: City of Duncanville Attention: Aretha R. Ferrell-Benavides P.O. Box 380280 Duncanville, Texas 75138-0280 DCEDC: Duncanville Community and Economic Development Corporation Attention: Kenneth Govan P.O. Box 380280 Duncanville, Texas 75138-0280	With a copy to: Robert E. Hager Nichols, Jackson, Dillard, Hager & Smith, LLP 1800 Ross Tower 500 N. Akard St. Dallas, Texas 75201
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5.14. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any party.

5.15. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Dallas County, Texas.

5.16. **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

5.17. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.

5.18. **No Joint Venture.** Nothing contained in this Agreement is intended by the parties to create a partnership or joint venture between the parties.

5.19. **Approval by the City of Duncanville, Texas.** This Agreement was approved by the City Council at its meeting on March 21, 2023.

EXHIBIT "A"

ENCORE FINE PROPERTIES, LLC

By: Tarunkumar "Ravi" Murjani
Its: Duly Authorized Representative
Date: _____, 2023

DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION

By: Kenneth Govan
Its: Board President
Date: _____, 2023

CITY OF DUNCANVILLE

By: Aretha R. Ferrell-Benavides
Its: City Manager
Date: _____, 2023

Encore Fine Properties, LLC Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the duly authorized representative of Encore Fine Properties, LLC, and that they are authorized by said to execute the foregoing instrument as the act of such Encore Fine Properties, LLC for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2023.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:

Duncanville Community and Economic Development Corporation Acknowledgement

STATE OF TEXAS §
 §
 COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the Board President of the Duncanville Community and Economic Development Corporation, and that they are authorized by said Corporation to execute the foregoing instrument as the act of such Duncanville Community and Economic Development Corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2023.

 Notary Public in and for the State of Texas

 Type or Print Notary's Name

My Commission Expires:

EXHIBIT

City of Duncanville Acknowledgement

STATE OF TEXAS §
§
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority in and for Dallas County, Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that they are the City Manager of the City of Duncanville, and that they are authorized to execute the foregoing instrument as the act of such City for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2023.

Notary Public in and for the State of Texas

Type or Print Notary's Name

My Commission Expires:



EXHIBIT "B"

Incentives & Grants Assistance Application

Property Owner LAKSH GROUP & ENCORE FINE PROPERTIES
Mailing Address 106 E. FREEMAN STREET
City DUNCANVILLE **State & Zip** TX 75116
Phone (956) 821-6170 **Fax** N/A **Email** ENCOREFCN@GMAIL.COM

Project Representative TARUNKUMAR MURJANI
Mailing Address 1819 SOLANA SPRINGS DRIVE,
City SUGARLAND **State & Zip** TX 77479
Phone (956) 821-6170

Business Name ENCORE FINE PROPERTIES
Property Address 106 E. FREEMAN STREET, DUNCANVILLE, TX 75116
Will You Lease or Own the Property? Legal Incorporation (Sole Proprietor, LLC, etc) LLC
Type of Business REAL ESTATE OFFICE **Years in Business** 11
Business Plan and Portfolio Available? NO (If yes, please attach)

Project Description
To Remove the exterior overhead door & replace it with a glass door with glass windows. Add a Business Led sign on the exterior of the Building. Cut all trees on the back side wall causing flooding in building.
Square footage of Project: 3640 SF - Project to start on February 15, 2023.
Date Projected for Occupation of Project/Initiation of Operations

Fiscal Impact / Financial Background
Current Real Property Value \$ 425,000
Estimated Property Investment (if applicable) \$ 390,000
Current Sales/Gross Receipts/Revenue Generated \$ 1,038,628
Additional Revenue to be Generated from Business Expansion (if applicable) \$ N/A
Sales Growth Expectations: Year One 1,400,000 Year Two 1,700,000 Year Three 2,300,000
Projected Total Annual Operating Budget of this Facility \$ 38,400
Business Liabilities \$ 312,000
What infrastructure construction would be required? N/A

Interior Investments \$ N/A (Already completed) **Exterior Investments \$** 22,315.00

Are you entering into a Loan? N/A If yes, please answer the following:
Loan Amount \$
Down Payment \$
Construction Price of Improvements or Buildings \$
Lending Institution
Lender's Address
Lender's Contact Person

Employment Impact
Total Number of Jobs N/A **Total Annual Payroll \$**
Type of Jobs Created

Percentage of Employees who will be Duncanville Residents
Number of Full-time Employees **Number of Part-time Employees**

EXHIBIT "B"

IMPORTANT PARTICIPATION REQUIREMENTS FOR EACH GRANT:

- Applicant's buildings must be subject to property taxes.
- Work cannot have started prior to submitting a completed application.
- Only fully completed applications will be eligible for consideration.
- All City/State laws, ordinances, and policies must be followed.
- The applicant must submit a current photo and a schematic/rendering of the property requiring the grant.
- 3 detailed bids; Duncanville businesses are preferred if the service is offered locally.
 - Bid information should also include the following:
 - Business Name
 - Contact Name
 - Contact Phone Number
 - Business Address
 - Cost of Services
- Grants, by default, are paid as a **REIMBURSEMENT** unless otherwise agreed upon.
- The City will take a "Before" photo of the property. After the **PAID Invoice** has been submitted, the City will inspect the work and take an "After" photo for comparison prior to issuing funds.
- An **Attestation of Completion of Work** will be required when requesting the grant disbursement.
- The approved project must be completed within six (6) months of City Council approval date, or the applicant will be required to present a project update to the DCEDC Board in order to ensure continued funding of project.
- The project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary.
- Project funding is not a guarantee and is at the discretion of the DCEDC Board and the City Council.

TYPE OF INCENTIVE GRANTS: *Place a check mark in the corresponding box of the grant(s) you are applying for.*

☐ **Sales Tax Grant**

Amount Requested \$ _____

Estimated Annual Sales Generated \$ _____

Program Specifications:

1. New and existing businesses may qualify for a rebate grant based on a percentage of sales received by the City.
2. Sales Tax Grants are for a maximum of ten (10) years.
3. Grants are paid in annual installments within ninety (90) days after the end of each twelve-month calendar period following the issuance of a certificate of occupancy or other commencement date if no certificate of occupancy is required.

☐ **Business Retention and Expansion Grant**

Amount Requested \$ _____

Program Specifications:

1. Duncanville businesses operating within City limits for at least three (3) years that are at-risk of relocating or are looking to expand business operations outside of Duncanville are eligible for up twenty-five hundred dollars (\$2,500) per full-time employee making at least eighty-percent (80%) of the Dallas County median wage.
2. To qualify, businesses must prove through a bonafide incentive offer or pending lease agreement that they are seeking relocation or expansion outside of Duncanville. A notarized attestation may substitute the lease or incentive agreement.

☐ **Paint Grant**

Amount Requested \$ _____

Program Specifications:

1. The Paint Grants were established to assist small business owners with refurbishing the exterior of a commercial building in need of fresh paint.
2. Eligible costs include: Supplies, cost to appropriately prepare surfaces of the building, and labor costs.
3. Only buildings that have been previously painted and need to be repainted qualify for a grant unless special circumstances arise.
4. New construction projects are not eligible.
5. Buildings can only qualify every five (5) years for a paint grant unless special circumstances arise.

Attach the following documentation to the application:

1. Current photo of building.
2. A sketch, drawing, architectural rendering, or computer image of the proposed building or a current photo of the building that shows where the different paint colors will be applied.
3. Color samples of proposed paint. Be sure to identify brand/name/number of color.

☒ **Landscape Grant**

EXHIBIT "B"

Amount Requested \$ 590.00

Program Specifications:

1. Landscape Grants were established to broaden the City's focus on curb appeal and encompass Duncanville's business corridors.
2. Eligible costs include: Materials, labor costs, permit/tap fees.
3. Plants must be perennials.
4. Drought tolerant and/or Texas native plants are encouraged.
5. Properties can only qualify every five (5) years for a landscaping grant unless special circumstances arise.

Attach the following documentation to the application:

1. A photo of the current landscaping and property.
2. A sketch, drawing, architectural rendering, or computer image of proposed landscape including a list of all plants to be used.
3. Contractor license irrigation number on each bid. A working irrigation system is required for a Landscape Participation Grant.
4. A letter describing how your company plans to maintain the landscaping.

☒ **Signage Grant**

Amount Requested \$ 4838.00

Program Specifications:

1. Signage Grants were established to assist small existing business owners with the costs associated with replacing and updating nonconforming signs to the City's current standards, or new signs for existing businesses that have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.
2. Eligible costs include sign, labor costs, sign permit fee.
3. A City of Duncanville sign permit is required in order to receive reimbursement for the sign.

Attach the following documentation to the application:

1. A current photograph of the business showing the sign to be replaced.
2. A sketch, drawing or computer image of proposed new signage.

☒ **Façade and Architectural Improvement Grant**

Amount Requested \$ 16,887.00

Program Specifications:

1. The architectural aesthetic and beauty of the façade of a building enhances property values and encourages people to visit Duncanville.
2. The DCEDC will consider all Façade and Architectural Improvement Grants that enhance that façade and beautifies the building and surrounding area.

☐ **Pavement Grant**

Amount Requested \$ _____

Program Specifications:

1. The paving and repaving of impervious surfaces is one of the most expensive and frequent barriers to the redevelopment of commercial locations.
2. The DCEDC shall consider incentives to assist in the repaving of impervious surfaces to bring them up to code and safety standards to ensure code compliance promote business expansion and investment.

☐ **Demo, Redevelopment, Reuse Grant**

Amount Requested \$ _____

Program Specifications:

1. Applicant's buildings must be subject to property taxes and applicant must be current on all taxes.
2. Applicant must agree to demolish, redevelop, or renovate the existing residential or commercial structure and build back a structure of greater value at the same location.
3. Applications must be submitted with an estimated project budget documentation and approved by the DCEDC and/or City Council before projects are started.
4. Rebuild, redevelopment, reuse, or renovations must equate to at least 51% of the most recent August 1 Dallas County Appraisal District assessed value.
5. Residential and Commercial structures must be built back in accordance with the agreement signed with the City or the incentive will be forfeited and any funds dispersed must be returned to the City within a reasonable timeframe not to exceed six (6) months or the City is entitled to pursue legal action to recover said funds and reasonable attorneys' fees and expenses incurred by reason of such action.
6. All applications must include renderings (site plans) of the proposed project and include the current value of the property and the proposed value of the demo, redevelopment, or reuse.
7. Demo, Redevelopment, or Reuse of the building must be completed within twelve (12) months of receiving the building permit to be eligible for the reimbursement of the incentive.
8. For single-family projects, ownership must be transferred to an individual that will occupy the home within two years of project completion.

☐ **Infrastructure Grant**

EXHIBIT "B"

Amount Requested \$ _____

Program Specifications:

1. Type B EDC's may assist in the development of infrastructure that has a public benefit.
2. Eligible costs include exterior water and sewer improvements, grease traps, and street and drainage related improvements.

Attach the following documentation to the application:

1. Stamped engineering plans that outline in detail the scope of work.

☐ **Other Incentive** _____

Amount Requested \$ _____

Total Grant Amount Requested \$ 22,315.00

******If all requirements are not followed, the DCEDC Board has the authority to reject the grant request as well as not issue the grant funds for approved requests.***

AGREEMENT: I hereby certify that, to the best of my knowledge, all information submitted in the above Incentives & Grants Application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of 30 days and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. A Letter of Attestation of Completion of Work must be submitted to the City. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

Printed Name Tarunkumar (Ravi) Murjani

Date 01/20/2023

Signature _____



City of Duncanville
Economic Development
203 E. Wheatland Road
Duncanville, TX 75116
972.780.5090
www.DuncanvilleEDC.com



EXHIBIT "B"

EXHIBIT "B"



EXHIBIT "B"



Mister Glass

Quote

Hi Shepherd Renovations,

Thank you for giving us the opportunity to quote your project. Please find a detailed copy of our quote attached to this email.

The quote total is \$16,887.00 as of Jan 10, 2023.

Most jobs require ordering custom materials, so we require a 50% deposit in the amount of \$8,443.50 to initiate the work. If you would like to proceed with the work, please use the "View Quote" button below to pay via credit card. Doing so will allow our sales team to immediately get your materials on order.

Our current lead times for our most popular products are as follows:

Glass Only Window Replacement: 2-4 weeks

Showers & Mirrors: 2-3 weeks (Hardware Dependent)

Full Frame Window Replacement: 10-14 weeks

If you have any questions or concerns regarding this quote, please don't hesitate to respond to this email or to give us a call.

Sincerely,

Subtotal	\$15,600.00
Sales Tax (3.25%)	\$1,257.00
Total	\$16,857.00

EXHIBIT "B"

Mister Glass

13342 Floyd Circle
Dallas, TX 75243
972-669-0951
sales@misterglassinc.com | www.misterglassinc.com



RECIPIENT:

Shepherd Renovations

2626 Cole Ave Suite 300
Dallas, TX 75204

SERVICE ADDRESS:

Encore Realty
106 East Freeman Street
Duncanville, Texas 75116

Quote #10342

Sent on Jan 10, 2023
Terms 50% down / 50% on completion
Sales Rep Addison
Measured By Bid Off Plans / Over Phone

Total \$16,887.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Commercial Storefront System	13' x 12' Entrance - Pair of 6'0" x 8'0" storefront doors (Stoc - Sidelites and transom - 1" Low-E Tempered Glass	1	\$15,600.00	\$15,600.00

A deposit of \$8,443.50 will be required to begin.

The prices, specifications, conditions and terms are satisfactory and hereby accepted. A 50% deposit is required to start the work, with the remaining balance due upon completion. This order reflects special order materials, and because of so, deposits are non refundable. You are authorized to do the work as specified.

Subtotal	\$15,600.00
Sales Tax (8.25%)	\$1,287.00
Total	\$16,887.00

Signature: _____ Date: _____

EXHIBIT "B"

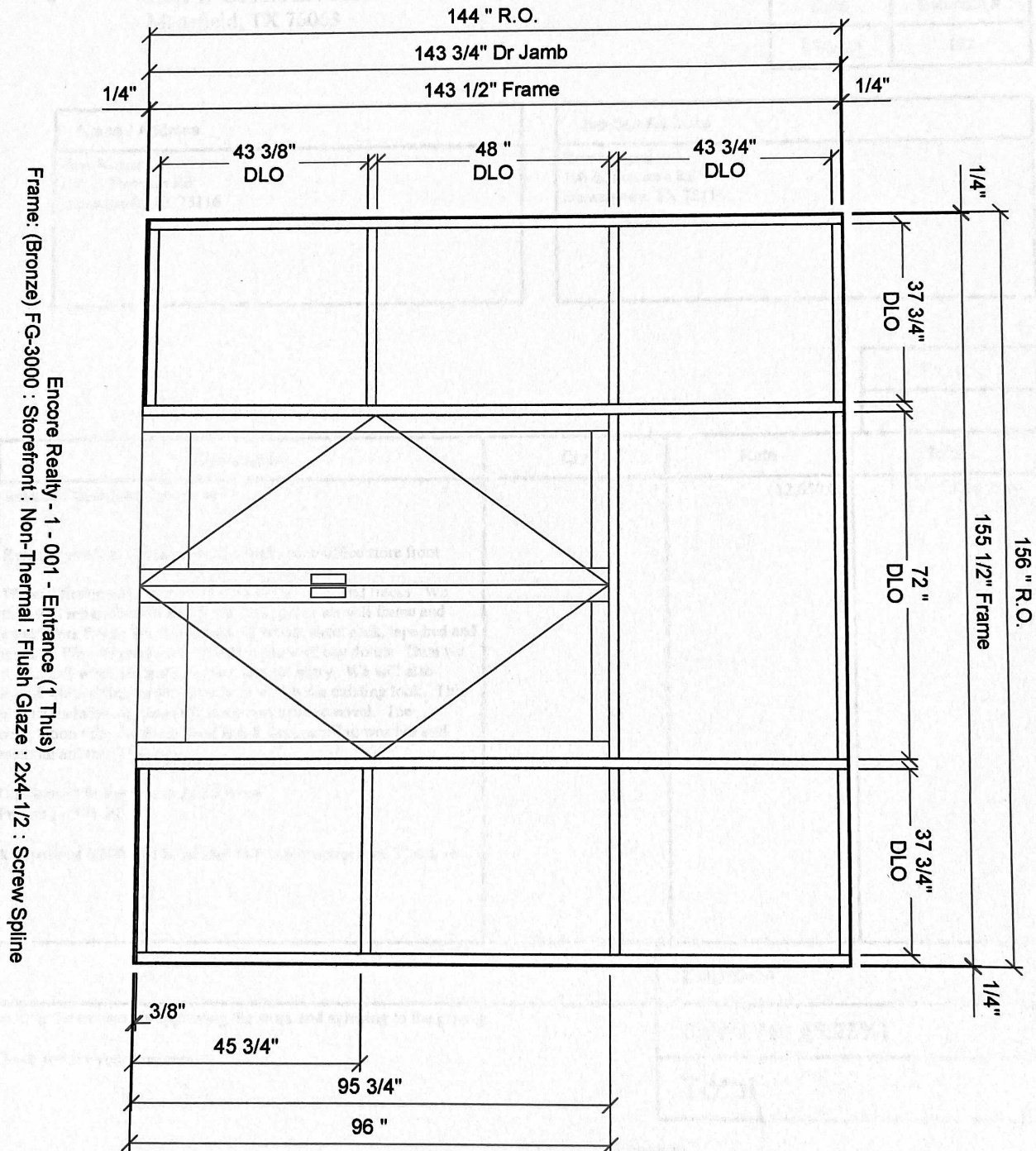


EXHIBIT "B"



DFW Maintenance Solutions
1301 E. Debbie LN 102-173
Mansfield, TX 76063

Estimate

Date	Estimate #
1/7/2023	192

Name / Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

Job Site Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

			Project
Description	Qty	Rate	Total
Rebuild Office Front Entryway Remove previous Garage Bay door and create office store front. We will first need to demo and remove bay door and tracks. We then will remove motor and guide rails. Next we will frame and create store front. We will be adding wood, sheet rock, tape,bed and texture. We will create a new wall in place of bay doors. Then we will install windows and 2 metal doors for entry. We will also install white siding on the exterior to match the existing look. This project includes all materials, labor and trash removal. The completion time for this project is 6-8 days pending weather and material arrival. Check must be payable to Joel Rivero Project FR831-JS A deposit of 4,000 will be needed to begin construction. Thank you	1	12,650.00	12,650.00
		Subtotal	
Signing the estimate is approving the work and agreeing to the pricing.		Sales Tax (6.25%)	
Thank you for your business		Total	

Signature _____

Phone #
972-880-1434

E-mail
joel@dfwmaintenancesolutions.com

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1301 E. Debbie LN 102-173
Mansfield, TX 76063

EXHIBIT "B"

Estimate

Date	Estimate #
1/7/2023	192

Name / Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

Job Site Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

			Project
Description	Qty	Rate	Total
		Subtotal	
Signing the estimate is approving the work and agreeing to the pricing. Thank you for your business		Sales Tax (6.25%)	
		Total	

Signature _____

Phone #
Page 23 of
972-880-1434

E-mail
joel@dfwmaintenancesolutions.com

EXHIBIT "B"



DFW Maintenance Solutions
1301 E. Debbie LN 102-173
Mansfield, TX 76063

Estimate

Date	Estimate #
1/7/2023	192

Name / Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

Job Site Address
Ravi Murjani 106 E. Freeman Rd Duncanville, TX 75116

			Project
Description	Qty	Rate	Total
		Subtotal	\$12,650.00
		Sales Tax (6.25%)	\$0.00
		Total	\$12,650.00

Signing the estimate is approving the work and agreeing to the pricing.

Thank you for your business

Signature _____

Phone #
972-880-1434

E-mail
joel@dfwmaintenancesolutions.com

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EXHIBIT "B"

Erik Altamirano

ErikAltamirano

Business Number 214-960-8079

9632 dale glade dr, dallas tx 75217

oaxglassnmirror@gmail.com

INVOICE

INV0333

DATE

01/03/2023

DUE

On Receipt

BALANCE DUE

USD \$11,628.93

DESCRIPTION	RATE	QTY	AMOUNT
OA: 1" 5.7MM T Q366 / FBD/CL TEMP glass	\$4,097.52	1	\$4,097.52
8 foot double doors and frame 8' double doors and frame mwdium stile with 10" bottom rail standard hardware push and pull treshold offset pivots middle pivot	\$1,260.00	1	\$1,260.00
store front material	\$2,613.78	1	\$2,613.78
labor	\$3,000.00	1	\$3,000.00*
* Indicates non-taxable line item			
SUBTOTAL			\$10,971.30
TAX (8.25%)			\$657.63
TOTAL			\$11,628.93
BALANCE DUE			USD \$11,628.93

Thank you for your business

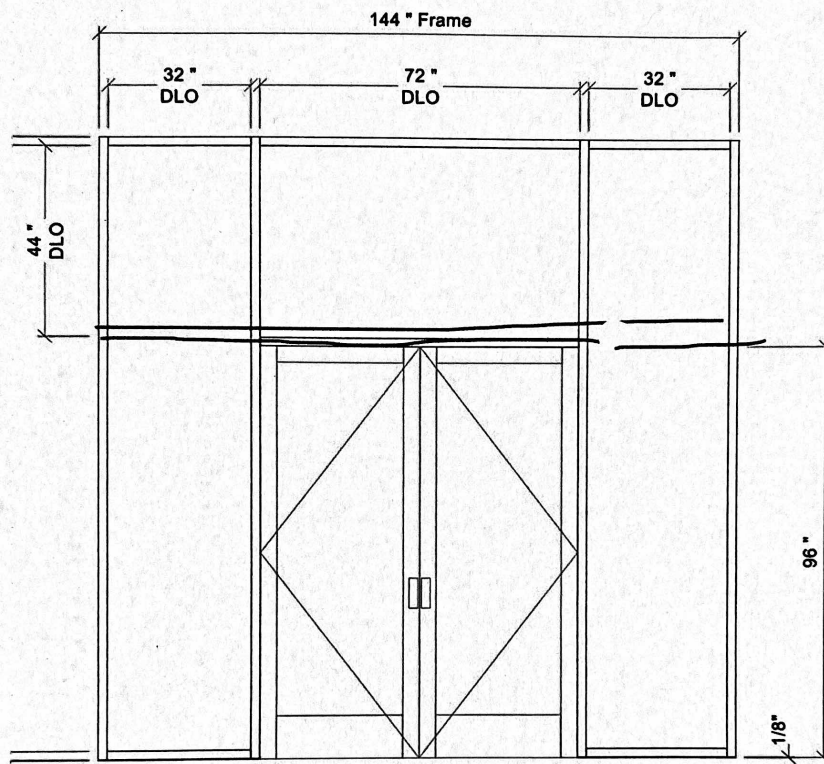
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EXHIBIT "B"

LTE

A.pdf

Done



OAXACA 2 - 1 - 001 - A (1 Thus)
Frame: (Clear) 2" x 4-1/2"



**CUSTOMER APPROVAL RECIEVED
BY EMAIL OR TEXT**

DESIGNER

DATE

Brian

01 / 19 / 23

Please review this proof before signing. Your Signs World can not be held liable for any errors once this proof is signed. What is approved is what is printed

This design is property of Your Signs World and it has a cost of \$250 + \$35 for each change requested by customer

If the job is done with us (Printing, Manufacturing) the cost will be \$0

Note 1: Size and proportions may vary about 15%

Note 2: The colors may vary to the final product because of the RGB preview on the screen to CMYK on the final product



**CUSTOMER APPROVAL RECIEVED
BY EMAIL OR TEXT**

DESIGNER

DATE

Brian

01 / 19 / 23

Please review this proof before signing. Your Signs World can
not be held liable for any errors
once this proof is signed. What is approved is
what is printed

*This design is property of Your Signs World and it has a cost of \$250 + \$35
for each change reuqested by customer*

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Note 1: Size and proportions may vary about 15%

Note 2: The colors may vary to the final product because of the
RGB preview on the screen to CMYK on the final product

Your Signs World - LKM Signs 3 LLC
 3701 S Cooper St Ste 143
 Arlington, TX 76015 US
 (682) 323-5968
 orders3.yoursigns@gmail.com
 www.yoursignsworld.com

Estimate

EXHIBIT "B"



ADDRESS

Ravi Murjani
 Encore fine properties

SHIP TO

Ravi Murjani
 Encore fine properties

ESTIMATE #	DATE	
2043	01/20/2023	

	DESCRIPTION	QTY	RATE	AMOUNT
CHANNEL LETTER	FULL DESIGN WITH INSTALLATION - SIZE: 70" x 54" Cloud Sign: LOGO Channel Letter: ENCORE ALUMINUM LETTERS: FINE PROPERTIES -BACK LIT -CITY PERMIT INCLUDED PRODUCTION: The production will begin once the city permit has been approved. The production time is 3 weeks for each sign. INSTALLATION: The day of the installation is subject to the availability of the inspector of the city. The installation can be reschedule if the probability of rain is more than 40%. PAYMENT: The remaining balance must be paid on the day of installation, prior to install to avoid the cancellation of the warranty. If the customer don't make the final payment after the installation, the installers have the right to remove the sign and summit the balance and removal charge to collection WARRANTY: 3 Years Warranty of parts and labor when is properly used with a timer or photocell ELECTRICAL NOTES: Sign Company DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed electrician. Customer must provide: 1. A minimum of one dedicated 120V 20A circuit. 2.Junction box installed within 6 feet of the sign. 3. Three wires Line, Ground, Neutral. Extra Charges 1: If removal of previous sign was required Extra Charges 2: If disposal of previous sign was required Extra Charges 3: If the wall is damage and need an	1	3,575.00	3,575.00T

Page 29 of 35

YourSigns Policies 1. YourSigns does not give money back on custom products under any concept. 2- Logos and designs are the property of Yoursigns, so if the customer wants the design sent to them, there will be an additional charge by the manager of the store. 3- No refund or exchange advertising or customized products

Thank you for shopping with us!

DESCRIPTION	QTY	RATE	AMOUNT
extra job to install the sign EXHIBIT "B" Extra Charges 4: If the sign could not be tested on installation day because the building has no power, then installation crew needs to schedule another visit. Customer Signature: _____			
SUBTOTAL			3,575.00
TAX (0.0825)			294.94
TOTAL			\$3,869.94

Accepted By

Accepted Date

AUTANA SIGNS - LKM SIGNS CORP

La Gran Plaza en Fort Worth "El Mercado 2C-177

4200 South Freeway, Fort Worth

TX 76115 US

(817) 926-2887

order.autanasigns@gmail.com

Estimate

EXHIBIT "B"



ADDRESS

ENCORE FINE PROPERTIES

ESTIMATE #	DATE
1034	01/20/2023

SALES REP

JAI

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	CHANNEL LETERING	PRODUCTION: The production will begin once the city permit has been approved. The production time is 3 weeks for each sign. INSTALLATION: The day of the installation is subject to the availability of the inspector of the city. The installation can be reschedule if the probability of rain is more than 40%. PAYMENT: The remaining balance must be paid on the day of installation, prior to install to avoid the cancellation of the warranty. If the customer don't make the final payment after the installation, the installers have the right to remove the sign and summit the balance and removal charge to collection WARRANTY: 3 Years Warranty of parts and labor when is properly used with a timer or photocell ELECTRICAL NOTES: Sign Company DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed	1	4,838.00	4,838.00T

Page 31 of 35

Autana Signs Policies 1. Autana Signs does not give money back on custom products under any concept. 2- Logos and designs are the property of Autana Signs, so if the customer wants the design sent to them, there will be an additional charge by the manager of the store. 3- No refund or exchange advertising or customized products

Thank you for shopping with us!



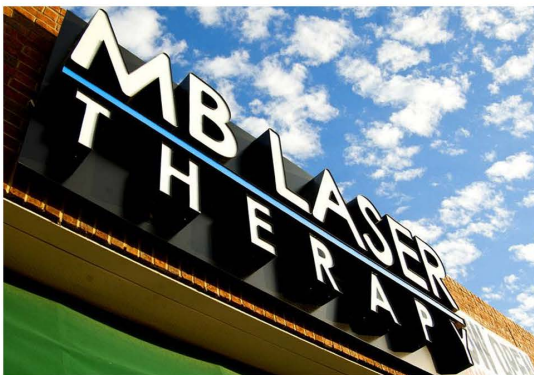
EXHIBIT "B"

Today's Date: _____

Product's Due Date: _____



SAMPLE:



Signature / Firma

PLEASE READ BEFORE SIGNING / POR FAVOR, LEA ANTES DE FIRMAR

English

By signing this paper, I am agreeing to have reviewed the contents of this design, including (Color, Font, and Spelling) and agree that I (the customer) will take responsibility for any mistake on the final product. **There are no refunds**

Español

Al firmar esta hoja, estoy de acuerdo en haber revisado el contenido de este diseño, incluyendo (Color, Letra y Ortografía) y estoy de acuerdo que yo (el cliente) me responsabilizaré de cualquier error en el producto final. **No hay reembolsos**

Page 32 of 35

EXHIBIT "B"



UL Licensed & Insured Sign Company

1184 Explorer St Unit G
Duncanville, TX 75137

Office (469) 888-2068

Signs@EZSignworks.com

PROPOSAL

Proposal No	1479
Date	6/1/22
Prepared By	

WWW.EZSIGNWORKS.COM

Prepared For
ENCORE FINE PROPERTIES Ravi Murjani 106 E. Freeman St. Duncanville, TX 75116

Job Location
ENCORE FINE PROPERTIES 106 E. Freeman St. Duncanville, TX 75116

Description
MANUFACTURE LED ILLUMINATED CHANNEL LETTERS TO READ "ENCORE FINE PROPERTIES" RETURN: 5" BLACK ALUMINUM TRIM CAP: 1" BLACK FACE: WHITE ACRYLIC W/GREEN & GOLD TRANSLUCENT VINYL INTERNAL LIGHTING: WHITE LEDS BACKPLATE: BLACK ALUMINUM INSTALLATION is included in price SIGN PERMIT is included in price and will be obtained by our company.

We propose to furnish material and labor - complete in accordance with the above specifications, for the sum of: **\$6,084.81**

Payment Terms: 50% down payment upon approval/acceptance of proposal and remaining balance due on day of delivery/installation.

Subtotal	\$5,703.00
Sales Tax (8.25%)	\$381.81
TOTAL	\$6,084.81

All material is guaranteed to be as specified. All work to be completed in a workmanship manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Acceptance of Proposal

Date of Acceptance _____

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined in payment terms above.

Signature _____

Signature _____

Page 33 of 35

Note: This proposal may be withdrawn by us if not accepted within 30 days.

EXHIBIT "B"

good evening Miss Mary hope you had a nice holiday.

I am sorry for the delay on this quote. Quote includes, trimming down the branches that are on your side of the fence along with the ones that are touching the building.

Cutting down to ground level trees growing by the AC unit. Cleaning and hauling off all trash. Mowing edging weed eating around property.

Total for the project will be \$590.

I understand you said you had to discuss this with your customer. Feel free to reach out to us with any questions or concerns or if this number is just a little off your budget. We will be happy to sit down and figure out how we can come up with a different number that may better work for you.

Thank you very much for the opportunity and your time and hope to hear from you soon. Have a blessed day



EXHIBIT "B"

Janury 20 2021
Ramiro Marin Sanchez
Dallas, Texas. 469-880-0762

address: 106 east freeman st.
duncanville, texas

invoice quote: \$500.00

1. Remove all trash debris – rear area
2. haul off trash
3. cut down branches – fallen tree
4. clear up drianage path to french drain
5. cut down trees growing/ clearinginside by AC unit.
6. LAy 1 sack of rock to ensure pathflow.

thank you very much.
please reach out for services!

Ramiro sanchez
469-880-0762



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Council to consider adopting a resolution in opposition to the proposed zoning change being considered by the City of Dallas Plan Commission for the property directly north and adjacent to the Thoroughbred Hills subdivision in Duncanville.

Vision Statement:

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

STAFF RESPONSIBLE:

Jeremy Tennant, Director of Planning and Neighborhood Services

BACKGROUND/HISTORY:

Staff has discovered upon reviewing the Planned Development the following:

That fifty (50) feet along the northern boundary (City of Dallas) be set aside as a rear building line to provide for a possible future extension of Redbird Lane by the City of Dallas

That a roadway easement be provided between Lots 20 and 21 for northern access to a possible Redbird Lane Extension.

Staff has discovered upon conversation with City of Dallas staff the following:

The Redbird Lane Extension is still on the Thoroughfare Plan for the City of Dallas. [Thoroughfare and CBD Plan \(dallascityhall.com\)](https://dallascityhall.com/Thoroughfare-and-CBD-Plan)

Currently there is no funding for the project. Dallas' City Council will conduct a needs inventory to determine funding.

There is an application to remove a route from the City of Dallas' Thoroughfare Plan. The process takes up to four (4) months and the approximate cost for this request in particular is \$9,000.

Previously Reported:

The City of Dallas' Plan Commission will hold a public hearing to consider an application for an R-7.5(A) Single Family District on property zoned an R-10(A) Single Family District, on the south line of Ranchero Lane, between Mona Lane and Duncanville Road.

The purpose of the request is to change the minimum lot size for residential development from 10,000 sq. ft. per lot to 7,500 sq. ft. per lot. The City Plan Commission may approve a different zoning district than the one requested, except that the different district may not:

1. Have a maximum structure height, floor area ratio, or density that is higher than the one requested
2. Be “non-residential” when the one requested is for residential uses or vice versa.

The City of Dallas Plan Commission staff sent a notification to all property owners within the 400 ft. buffer area encompassing the petitioned property. Of the property owners contacted within this buffer area, fourteen (14) property owners were contacted within the Thoroughbred Hills neighborhood in Duncanville. The scheduled public hearing day is Thursday, March 23, 2023 at 12:30 p.m. The City Plan Commission meeting will be held by video conference in the Council Chambers, 6th Floor at City Hall. The videoconferencing will be held via WebEx at the following link: <https://bit.ly/CPC032323>.

Individuals who wish to make a public comment should contact the Planning and Urban Design Department at 214-670-4209 by 3:00 p.m. on Wednesday, March 22, 2023 or register online at the following link: <https://dallascityhall.com/government/meetings/Pages/city-plan-commission.aspx>. Per the City Plan Commission Rules of Procedure, speakers are allowed a maximum of three (3) minutes to speak.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Adopt the resolution.
2. Do not adopt the resolution.
3. Other actions as directed by Council.

ATTACHMENTS:

[20230313-Duncanville RESO Thoroughbred Rezoning-134028](#)

[Thoroughbred Hills 1992 Ordinance](#)

[Thoroughbred Hills](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, OPPOSING THE DEVELOPMENT OF CERTAIN REAL PROPERTY LOCATED AT 5320 RANCHERO LANE DALLAS, TEXAS WITHIN THE CITY OF DALLAS ADJACENT AND CONTIGUOUS TO THE CITY OF DUNCANVILLE [AS SET FORTH IN DALLAS ZONING CASE Z-212-344]; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville shares a common jurisdictional boundary with the City of Dallas; and,

WHEREAS, the subdivision of Thoroughbred Hills lies within the City of Duncanville, Texas and was originally platted therein as a large lot single-family development on the northern most sector of the City of Duncanville; and,

WHEREAS, Thoroughbred Hills has been an integral single-family development for its residences and the community within the City of Duncanville; and,

WHEREAS, the 12.26 acre tract of undeveloped land (hereinafter the "Property") to the immediate north and adjacent to Thoroughbred Hills lies within the City of Dallas; and,

WHEREAS, the property owner of said Property has proposed a change of zoning of said from SF-10 to a high density SF-75 single-family use, which is incompatible to the use and tranquility of the Thoroughbred Hills community; and, that such rezoning and development is not in a compatible land use with its adjacency with Thoroughbred Hills and the City of Duncanville; and,

WHEREAS, the City of Duncanville has not provided a street or road connection through Thoroughbred Hills into City of Dallas and does not support any such connection or roadway improvements; and,

WHEREAS, the City Council supports its citizens' opposition to such high density residential development adjacent and contiguous to the Thoroughbred Hills subdivision and desires to publicly support its opposition to such high density residential development or to provide any street or roadway connection into the City of Duncanville from such proposed development;

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

SECTION 1. That the City of Duncanville hereby oppose the development forty-seven high density single-family residential lots on approximately 12.26 acres± of real property, Dallas Zoning Case Z-212-344 filed in the City of Dallas, Texas, commonly referred to as 5320 Ranchero Lane, Dallas, Texas from R-10(A) to R-7.5(A) which pending before the City of Dallas Planning Commission and City Council; and, hereby supports its Duncanville residents'

TM 134028

opposition to such change of zoning, development and/or direct connection from said property into Thoroughbred Hills or into the City of Duncanville streets and/or roadways.

SECTION 2. That this Resolution shall take effect as the law in such provides from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on this the ____ day of _____ 20__.

CITY OF DUNCANVILLE, TEXAS

Barry L. Gordon, MAYOR

APPROVED AS TO FORM:

ATTEST:

Robert E. Hager, CITY ATTORNEY

Janie Willman, CITY SECRETARY

ORDINANCE NO. 1291

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, AS HERETOFORE AMENDED, SO AS TO AMEND THE PLANNED DEVELOPMENT DISTRICT ZONING SO AS TO PROVIDE FOR ONLY SINGLE FAMILY USE IN THE PLANNED DEVELOPMENT DISTRICT AS HERETOFORE ZONED BY ORDINANCE NO. 978 AND ORDINANCE NO. 1052 SO AS TO RESTRICT THE PLANNED DEVELOPMENT DISTRICT TO SINGLE FAMILY USES, SUBJECT TO SPECIAL CONDITIONS, ON PROPERTY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF; APPROVING AND ATTACHING AS EXHIBIT "B" A REVISED COMPREHENSIVE SITE PLAN; PROVIDING SPECIAL CONDITIONS AND RESTRICTIONS; PROVIDING A REPEALING CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE OF SAID ORDINANCE.

WHEREAS, the City Planning Commission of the City of Duncanville and the governing body of the City of Duncanville, in compliance with State laws with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, and all persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Duncanville is of the opinion that said zoning changes should be granted, and the Comprehensive Zoning Ordinance should be amended; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS:

SECTION 1. That the Comprehensive Zoning Ordinance of the City of Duncanville be, and the same is hereby, amended by amending the Zoning Map of the City of Duncanville, so as to change the following described property from Planned Development District (Single Family and Town Homes District) to Planned Development District (Single Family Homes Only) Zoning District classifications on the property described in Exhibit "A", attached hereto and made a part hereof for all purposes.

SECTION 2. That the areas within said Planned Development District may be used as shown on Exhibit "B" attached hereto and made a part hereof for all purposes, and known as the Revised Site Plan for Thoroughbred Hills. That the various areas of said development may be used as shown on said site plan for Single Family Uses only.

SECTION 3. That the above Planned Development District Zoning classification for Single Family Uses is granted subject to the following special conditions and restrictions:

1. That the Development include two means of ingress and egress, being the Statler exit and an emergency fire exit between lots 32A and 32A, and Lots

33A and Common Ground No. 5.

2. That the North-Northwestern point of the development be dedicated as a roadway easement to provide access to Mona Lane if needed in the future.
3. That fifty (50) feet along the northern boundary be set aside as a rear building line to provide for a possible future extension of Redbird Lane by the City of Dallas.
4. That a roadway easement be provided between Lots 20 and 21 for northern access to a possible Redbird Lane extension.
5. That traffic during the construction phase of the Development be routed as best determined by the City Engineer.
6. Except as otherwise provided herein or in the approved Revised Site Plan, the area and use regulations of the "R-1" Single Family Dwelling District classification shall apply to building construction and use within the area of this Planned Development District.
7. No building shall exceed three (3) stories in height.
8. The area of dwellings on the single family lots shall have a minimum of two thousand (2,000) square feet in area.
9. Alleys are required as shown on the Site Plan. Pedestrian walkways are to be "Nature Trails" along landscaped and access easements as shown on the revised Site Plan. Concrete walkways at the street shall be omitted.
10. The building lines are established by the revised Site Plan (Exhibit "B").

SECTION 4. That all conditions and restrictions imposed in this ordinance, relative to the development of this Planned Development District, shall be complied with before a Certificate of Occupancy is issued for the portion of the land being developed or any structure which is a part of this Planned Development District, and such conditions and restrictions shall not be construed as conditions precedent to approval of the zoning granted herein, but shall be construed as conditions precedent to the granting of a Certificate of Occupancy.

SECTION 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6. That all provisions of the ordinances of the City of Duncanville

in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Duncanville not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 7. That the hereinafter described property shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City of Duncanville, as amended herein by the granting of this zoning change.

SECTION 8. That any person, firm or corporation violating any of the provisions or terms of this ordinance or of the Comprehensive Zoning Ordinance as amended hereby shall be deemed guilty of a misdemeanor and subject to the same penalty as provided for in the Comprehensive Zoning Ordinance, and upon conviction shall be punished by a fine not to exceed the sum of Two Hundred Dollars (\$200.00) for each offense, and each and every day such violation shall continue shall constitute a separate offense.

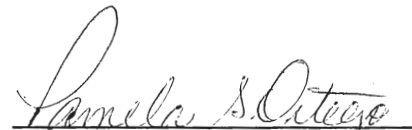
SECTION 9. That this ordinance shall take effect immediately from and after its passage and the publication of the caption of said ordinance, as the law in such cases provides.

DULY PASSED by the City Council of the City of Duncanville, Texas on the 17th day of February, 1992.

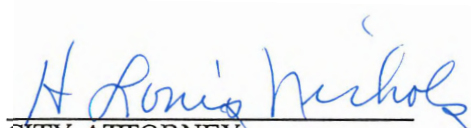
APPROVED:


MAYOR

DULY RECORDED:


CITY SECRETARY

APPROVED AS TO FORM:


CITY ATTORNEY

(HLN/jd 2-10-92)

EXHIBIT "A"

BEING a 32.4495 acre tract of land situated in the Everard Sharrock Survey, Abstract No. 1300 in the City of Duncanville, Dallas County, Texas.

COMMENCING at the intersection of the centerlines of Red Bird Lane (60' R.O.W.) and Statler Drive (60' R.O.W.);

THENCE, N 89° 45'55" W, 210.00 feet along the centerline of Red Bird Lane;

THENCE, N 00° 04'00" W, 30.00 feet to an iron rod, the POINT OF BEGINNING;

THENCE, N 00° 04'00" W, 160 feet to an iron rod for a corner;

THENCE, N 89° 48'03" W, 427.30 feet to an iron rod for a corner;

THENCE, N 00° 06'30" E, 383.39 feet to an iron rod for a corner;

THENCE, S 89° 26'03" E, 486.78 feet to an iron rod for a corner;

THENCE, N 00° 11'44" E, 445.01 feet to an iron rod for a corner;

THENCE, N 89° 26'21" W, 351.24 feet to an iron rod for a corner;

THENCE, N 00° 11'53" E, 60.00 feet to an iron rod for a corner;

THENCE, S 89° 26'21" E, 1976.76 feet to an iron rod for a corner, along the common City Boundary Line between the City of Duncanville and the City of Dallas;

THENCE, S 00° 02'44" W, 473.21 feet leaving said line to an iron rod for a corner;

THENCE, N 89° 29'16" W, 670.47 feet to an iron rod for a corner;

THENCE, S 00° 18'17" W, 273.06 feet to an iron rod in the north R.O.W. line of Red Bird Lane;

THENCE, S 44° 52'00" W, 186.96 feet along said R.O.W. line to an iron rod for a corner;

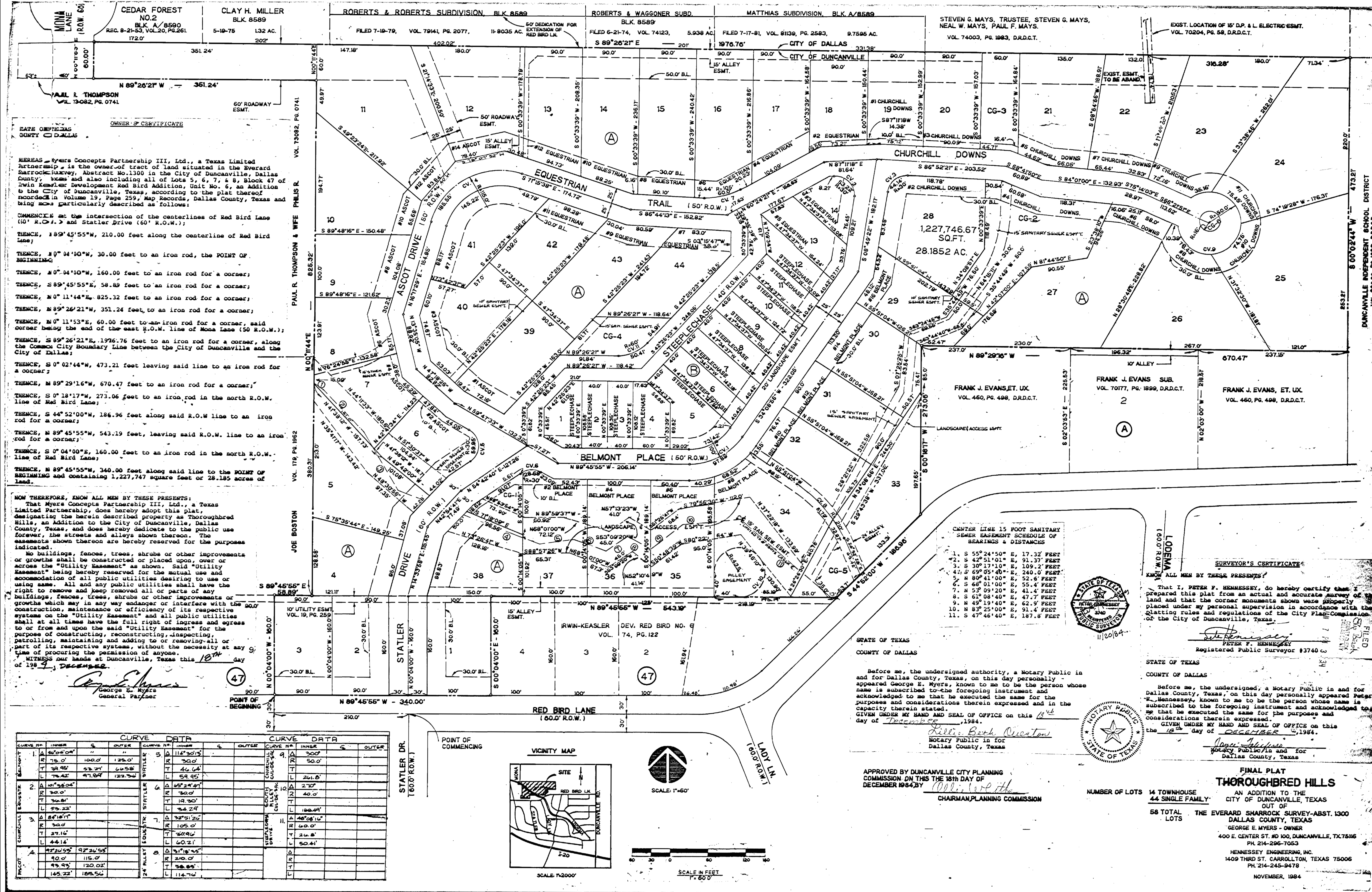
THENCE, N 89° 45'55" W, 543.19 feet, leaving said R.O.W. line to an iron rod for a corner;

THENCE, S 00° 04'00" E, 160.00 feet to an iron rod in the north R.O.W. line of Red Bird Lane;

THENCE, N 89° 45'55" W, 340.00 feet along said line to the POINT OF BEGINNING and containing 1,413,501 square feet or 32.4495 acres of land.

EXHIBIT "A"

AGG020CC



WHEREAS, Myers Concepts Partnership III, Ltd., a Texas Limited Partnership, is the owner of tract of land situated in the Everard Sharrock Survey, Abstract No. 1300 in the City of Duncanville, Dallas County, Texas, and also including all of lots 5, 6, 7, & 8, Block 47 of Twin Kemper Development Red Bird Addition, Unit No. 6, an Addition to the City of Duncanville, Texas, according to the plat thereof recorded in Volume 19, Page 259, Map Records, Dallas County, Texas and being more particularly described as follows:

COMMENCE at the intersection of the centerlines of Red Bird Lane (10' R.O.W.) and Statler Drive (60' R.O.W.);

THENCE, S 89°45'55"W, 210.00 feet along the centerline of Red Bird Lane;

THENCE, S 0°04'00"W, 30.00 feet to an iron rod, the POINT OF BEGINNING;

THENCE, S 0°04'00"W, 160.00 feet to an iron rod for a corner;

THENCE, S 89°45'55"W, 58.89 feet to an iron rod for a corner;

THENCE, S 0°11'44"W, 825.32 feet to an iron rod for a corner;

THENCE, S 89°26'21"W, 351.24 feet to an iron rod for a corner;

THENCE, S 0°11'53"E, 60.00 feet to an iron rod for a corner, said corner being the end of the east R.O.W. line of Mona Lane (50' R.O.W.);

THENCE, S 89°26'21"E, 1976.76 feet to an iron rod for a corner, along the Common City Boundary line between the City of Duncanville and the City of Dallas;

THENCE, S 0°02'44"W, 473.21 feet leaving said line to an iron rod for a corner;

THENCE, N 89°29'16"W, 670.47 feet to an iron rod for a corner;

THENCE, S 0°18'17"W, 277.06 feet to an iron rod in the north R.O.W. line of Red Bird Lane;

THENCE, S 44°52'00"W, 186.96 feet along said R.O.W. line to an iron rod for a corner;

THENCE, N 89°45'55"W, 543.19 feet, leaving said R.O.W. line to an iron rod for a corner;

THENCE, S 0°04'00"E, 160.00 feet to an iron rod in the north R.O.W. line of Red Bird Lane;

THENCE, N 89°45'55"W, 340.00 feet along said line to the POINT OF BEGINNING and containing 1,227,747 square feet or 28.185 acres of land.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That Myers Concepts Partnership III, Ltd., a Texas Limited Partnership, does hereby adopt this plat, designating the herein described property as Thoroughbred Hills, an Addition to the City of Duncanville, Dallas County, Texas, and does hereby dedicate to the public use forever, the streets and alleys shown thereon. The easements shown thereon are hereby reserved for the purposes indicated.

No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the "Utility Easement" as shown. Said "Utility Easement" being reserved for the actual use and accommodation of all public utilities desiring to use or using same. All and any public utilities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the 60.0' construction, maintenance or efficiency of its respective systems on the "Utility Easement" and all public utilities shall at all times have the full right of ingress and egress to or from and upon the said "Utility Easement" for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective systems, without the necessity at any time of procuring the permission of anyone.

WITNESS our hands at Duncanville, Texas this 18th day of December, 1984.

George E. Myers
General Partner

CURVE DATA				CURVE DATA			
STATION	CHORD BEARING	CHORD	ARC	STATION	CHORD BEARING	CHORD	ARC
1	S 89°45'55"W	100.0'	125.0'	1	S 89°45'55"W	100.0'	125.0'
2	S 89°45'55"W	100.0'	125.0'	2	S 89°45'55"W	100.0'	125.0'
3	S 89°45'55"W	100.0'	125.0'	3	S 89°45'55"W	100.0'	125.0'
4	S 89°45'55"W	100.0'	125.0'	4	S 89°45'55"W	100.0'	125.0'
5	S 89°45'55"W	100.0'	125.0'	5	S 89°45'55"W	100.0'	125.0'
6	S 89°45'55"W	100.0'	125.0'	6	S 89°45'55"W	100.0'	125.0'
7	S 89°45'55"W	100.0'	125.0'	7	S 89°45'55"W	100.0'	125.0'
8	S 89°45'55"W	100.0'	125.0'	8	S 89°45'55"W	100.0'	125.0'
9	S 89°45'55"W	100.0'	125.0'	9	S 89°45'55"W	100.0'	125.0'
10	S 89°45'55"W	100.0'	125.0'	10	S 89°45'55"W	100.0'	125.0'
11	S 89°45'55"W	100.0'	125.0'	11	S 89°45'55"W	100.0'	125.0'
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13	S 89°45'55"W	100.0'	125.0'	13	S 89°45'55"W	100.0'	125.0'
14	S 89°45'55"W	100.0'	125.0'	14	S 89°45'55"W	100.0'	125.0'
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34	S 89°45'55"W	100.0'	125.0'	34	S 89°45'55"W	100.0'	125.0'
35	S 89°45'55"W	100.0'	125.0'	35	S 89°45'55"W	100.0'	125.0'
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50	S 89°45'55"W	100.0'	125.0'	50	S 89°45'55"W	100.0'	125.0'

CENTER LINE 15 FOOT SANITARY SEWER EASEMENT SCHEDULE OF BEARINGS & DISTANCES

1.	S 55°24'50"E	17.32' FEET
2.	S 42°21'01"E	91.37' FEET
3.	S 30°17'10"E	109.2' FEET
4.	S 19°09'55"E	240.0' FEET
5.	S 08°41'00"E	122.6' FEET
6.	S 68°01'00"E	55.4' FEET
7.	S 57°09'20"E	41.4' FEET
8.	S 61°08'40"E	47.7' FEET
9.	N 49°19'40"E	62.9' FEET
10.	N 82°25'00"E	91.4' FEET
11.	S 47°46'40"E	187.8' FEET

SURVEYOR'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:

That I, PETER F. HENNESSEY, do hereby certify that I prepared this plat from an actual and accurate survey of land and that the corner monuments shown were properly placed under my personal supervision in accordance with the platting rules and regulations of the City of Duncanville, Texas.

Peter F. Hennessey
Registered Public Surveyor #3740

STATE OF TEXAS
COUNTY OF DALLAS

Before me, the undersigned, a Notary Public in and for Dallas County, Texas, on this day personally appeared *Peter F. Hennessey*, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 18th day of DECEMBER, 1984.

John A. Hennessey
Notary Public in and for Dallas County, Texas

APPROVED BY DUNCANVILLE CITY PLANNING COMMISSION ON THE 18TH DAY OF DECEMBER 1984 BY *Chairman*
CHAIRMAN, PLANNING COMMISSION

FINAL PLAT
THOROUGHbred HILLS
AN ADDITION TO THE CITY OF DUNCANVILLE, TEXAS
OUT OF THE EVERARD SHARROCK SURVEY-ABST. 1300 DALLAS COUNTY, TEXAS
GEORGE E. MYERS - OWNER
400 E. CENTER ST. #D 100, DUNCANVILLE, TX 75066
PH 214-245-7053
HENNESSEY ENGINEERING, INC.
1409 THIRD ST. CARROLLTON, TEXAS 75006
PH 214-245-9478
NOVEMBER, 1984



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Consider a resolution adopting the City of Duncanville Five-Year Strategic Plan for period 2023-2028.

Vision Statement:

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

Pillar:

- **Advance: Marketing Strategy of the City and Community Engagement Plan**
 - Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.
- **Develop: Infrastructure Improvement Strategy**
 - Ensure the viability and adaptability of the city’s infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.
- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.
- **Promote: Innovative Ideas for Development and Re-development**
 - Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.
- **Re-Imagine: High Quality of Life**
 - Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.

STAFF RESPONSIBLE:

Jennifer Otey, Chief Innovation Officer

BACKGROUND/HISTORY:

The City's strategic planning process is a management tool for identifying the City's past achievements, future goals and objectives and setting action plans to achieve these objectives. The planning process also assists the City in adapting to changes occurring within and outside the organization and in directing the City's efforts and resources to focus on its highest priorities.

The City Council and City staff began this process with the 2019 City Council retreat. At this retreat, the Council took a hard look at the city's current state, identifying pressing needs through a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis. See Resolution 2019-099 for a summary. The Covid pandemic hit in 2020, and attention was shifted. The Council had a strategic planning retreat in November of 2021 to revisit the priorities and develop the Vision Statement. The City Council revisited the SWOT analysis from 2019 to identify any changes. The 5 Strategic Pillars and Vision Statement were solidified and adopted in February 2022. See Resolution 2022-018. At the October 2022 Council retreat, staff and Council worked together to identify pressing needs and actionable items within each Strategic Pillar.

The 5-year Strategic Plan aims to pursue priorities defined by the City Council while setting goals by interpreting community and organizational needs. The first year focuses on setting benchmarks, metrics, and community engagement.

POLICY EXPLANATION:

A strategic plan can be a powerful tool in short-term and long-term planning. Ideally, the plan should be cohesive with other planning documents such as the Comprehensive Plan, Master Plans, and Budget. This plan will work in tandem with the budget and annual work plans.

FUNDING SOURCE:

ORG and Object Number

NA

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Approve Strategic Plan as presented.
2. Do not approve Strategic Plan as presented.
3. Other actions as directed by Council.

ATTACHMENTS:

[Resolution No. - 2023-020 - Strategic Plan - Pdf](#)
[Strategic Plan 2023-2028](#)

RESOLUTION NO. 2023-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ADOPTING THE FIVE-YEAR STRATEGIC PLAN FOR THE PERIOD 2023-2028, ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, there are numerous benefits to strategic planning including organizations can increase effectiveness and efficiency, improve understanding through better learning, make better decisions, enhance organizational capabilities, improve communications and public relations as well as community engagement; and

WHEREAS, the strategic planning process examined the current state of the City, determined a desired future, established priorities, and defined a set of actions to achieve specific outcomes;

WHEREAS, the City Council has adopted a Vision Statement and the five Strategic Pillars in February of 2022, conducted a strategic planning retreat in November of 2022, and a workshop in February of 2023 to review and give feedback on the draft plan; and

WHEREAS, the City Council has reviewed the proposed Strategic Plan including the strategic pillars, goals, and action plans, as outlined in the document.

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

SECTION 1. The 2023-2028 Strategic Plan is approved as presented, attached hereto and incorporated herein as Exhibit "A".

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Janie Willman, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

EXHIBIT A



5-Year Vision

Strategic
Action Plan



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EXHIBIT A

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EXHIBIT A

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Advance

Message from Leadership

EXHIBIT A



from left to right: Joe Veracruz (1), Don McBurnett (2), Jeremy Koontz (3), Mayor Barry D. Gordon, Patrick Harvey (At-Large), Karen Cherry (4), Greg Contreras (5)

As your elected leaders, we are pleased to present the Five-Year Strategic Action Plan.

This is our first five-year strategic plan as a community, and we are prepared and stronger than ever to achieve our shared vision as a vibrant city to live, work, and raise a family. We have bountiful parks and nationally ranked sports programs and are centrally located in the fastest-growing region in the country. As a City of Champions, we are committed to excellence in education, business, and good governance. The more aligned we are as a community, the greater the likelihood of accomplishing this commitment, and the strategic plan is the roadmap to guide and support us along the way. The plan is also a communication tool for residents, explicitly outlining their government's intentions for the next five years.

Thanks to strong leadership and participation from the people and businesses that call Duncanville home, we will continue prospering.



City Manager
Aretha R. Ferrell-Benavides

Having a collective vision and a plan for achieving that vision is a quality of a high-performing organization, and this five-year strategic plan empowers City personnel to actualize Duncanville's vision. It will guide decision-making for the annual budget and policy and allocate resources to further the five strategic pillars. The plan reinforces our commitment to transparency for our residents entrusting us to continue making Duncanville a great place to live. Thank you to the City Council and staff that have thoughtfully contributed to developing the City's strategic plan.

Executive Summary EXHIBIT A



Mission Statement

Building a vibrant, inclusive community driven by a
commitment to democratic principles and service
above self.

A strategic action plan (SAP) outlines a city's goals, priorities, and vision and serves as a policy document on how to achieve them. The City of Duncanville's SAP aims to complement and align public funding with the City Council's vision and priorities and provide direction to present and future staff regarding the City's developmental trajectory and general governance. As the City's first SAP, it holds significant value in pivoting potential projects and programs affecting residents and visitors by establishing a foundation to guide their administration.

Council developed the City's strategic priorities at a planning and goal-setting retreat in September 2019. Councilmembers, the Mayor, and members of the City Executive Team discussed the City's current state and the City's potential with Strategic Government Resources, a consulting organization for local governments. These conversations established a SWOT (strengths, weaknesses, opportunities, and threats) analysis, determining the context and framework for priorities, goals, and actions. SGR asked Council to identify its top five priorities or strategic pillars that will guide the SAP's actions. Resolution No. 2019-099 formally adopted the City's vision and priorities assembled from the council retreat in 2019.

In response to the devastating effects of the COVID-19 pandemic, Council delayed long-term planning to instead focus on protecting residents.

Council, the Mayor, and City Executive team members would meet again in November 2021 to revisit the strategic goals and priorities originally proposed and adopted two years earlier. Desired outcomes from the vision and priorities were discussed, along with reintroducing the SWOT analysis developed from the council retreat in 2019. Exchanges from both retreats, and a work session in February 2022, helped codify the strategic priorities and develop the City's vision statement, stated in Resolution No. 2022-018. The finalized strategic priorities are:

Reimagine: high quality of life

Develop: infrastructure improvement strategy

Emphasize: government accountability, customer service, efficiency, and process improvements

Innovate: innovative ideas for development and redevelopment

Advance: marketing strategy of the City and community engagement plan

Council recognized that to transform the City's vision into a reality, a plan is required to guide efforts. Each priority has assigned goals and contains action plans to foster accomplishment and success. Departments responsible for implementing a goal will also devise and execute action plans. Resources, including financial and personnel, will be identified during that time. Assessment is critical to track progress, impact, and effectiveness, and each goal identifies an action plan to establish metrics to define and measure success. Additionally, objectives from the comprehensive, city work, and community enhancement plans, and results from an internal staff survey, will help steer the SAP's actions, creating a layered effect that infuses cohesion and collaboration.

Vision and Priorities EXHIBIT A



RE-IMAGINE

High Quality of Life

Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.



DEVELOP

Infrastructure Improvement Strategy

Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.



INNOVATE

Innovative ideas for Development and Redevelopment

Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.



ADVANCE

Marketing Strategy of the City and Community Engagement Plan

Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.

EXHIBIT A



EMPHASIZE

Government Accountability, Customer Service, Efficiency and Process Improvements

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

In addition to the City's mission, vision, and priorities, we believe in six core values guiding our daily decisions and actions to accomplish our goals and outlined action plans. They are **honesty**, **accountability**, **be fair**, **integrity**, **transparency**, and **service above self**, otherwise known as:

HABITS

Aristotle said, "we are what we repeatedly do. Excellence, then, is not an act but a habit."



VALUES

Vision Statement

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

SWOT Analysis

EXHIBIT A

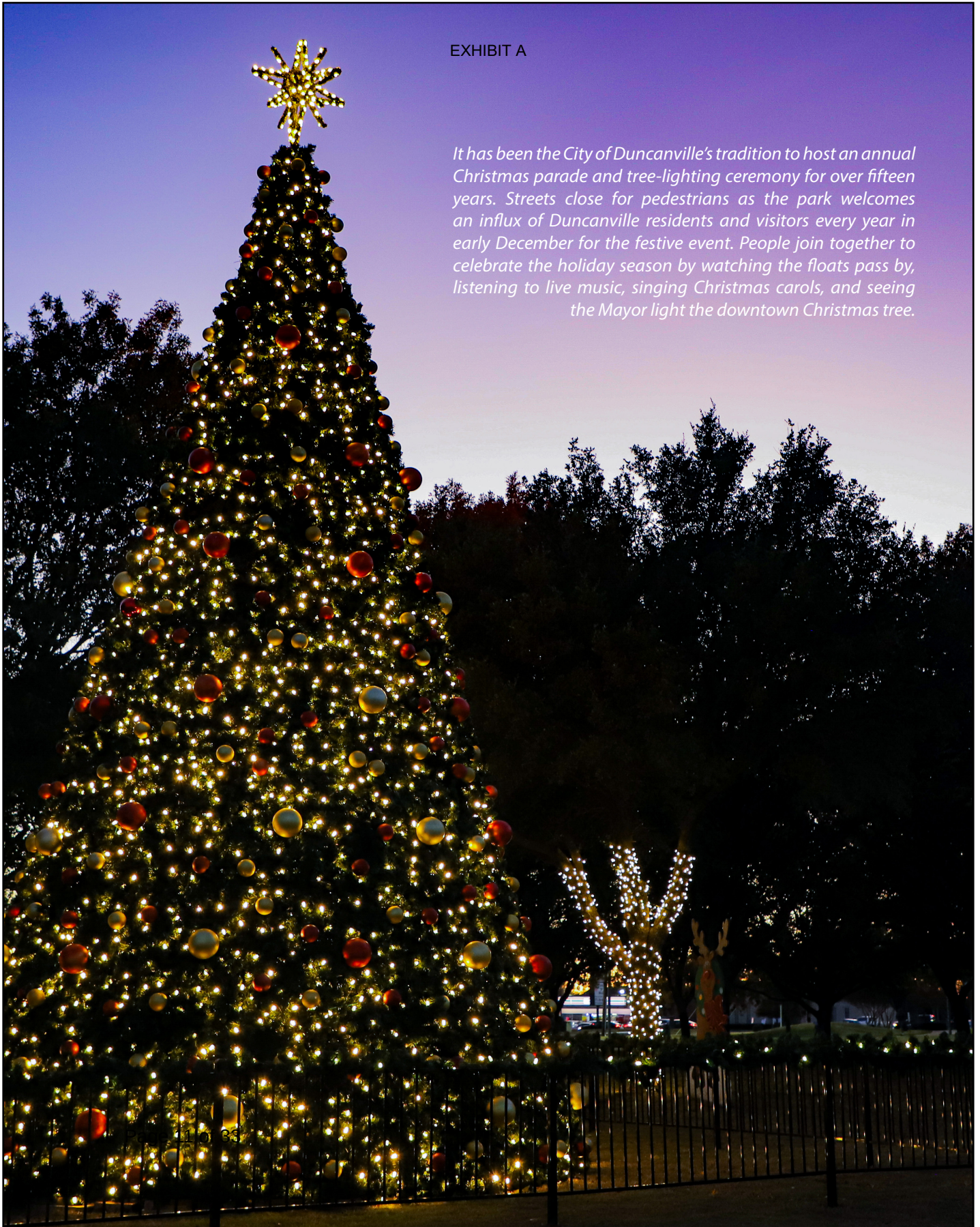


The City's SWOT Analysis (strengths, weaknesses, opportunities, and threats) was created when Council first met to formulate the plan's priorities and vision. The analysis informs the "current state" of the City and the essential framework for developing the vision and priorities. The SWOT analysis was initiated by City Council at the council retreat in 2019.



EXHIBIT A

It has been the City of Duncanville's tradition to host an annual Christmas parade and tree-lighting ceremony for over fifteen years. Streets close for pedestrians as the park welcomes an influx of Duncanville residents and visitors every year in early December for the festive event. People join together to celebrate the holiday season by watching the floats pass by, listening to live music, singing Christmas carols, and seeing the Mayor light the downtown Christmas tree.



Forming Goals & Planning Action

EXHIBIT A

The focus of the City's strategic action plan is to be a foundation to support and guide long-term goals, strengthen communication between the City and citizens, complement existing efforts and future initiatives, and fuse together the mission, vision, and City's pillars. In particular, the plan intends to drive deliberate action that is consistently measured, transparent, and responsive.

Living Document

The strategic action plan outlines a five-year vision for the City. It recognizes the importance of anticipating potential needs, enabling the possibility for modifications that initiate future action items while providing a blueprint to guide change. With this view, the plan will be a living document to offer a space inclusive of public input that encourages collective action. Furthermore, it acknowledges the urgency of adaptability in crises, evidenced by the COVID-19 pandemic.

The plan honors existing efforts, including the Comprehensive Plan, the City's land development plan, and the City's Work Plan, a yearly report outlining organizational goals. The vision is to complement the hard work already in effect by reinforcing that work into a single, streamlined form.

Establishing a Foundation

Ideas for the City's direction spurred from the Council Retreat 2022, supplemented by information learned from community input sessions held during the Comprehensive Plan's planning process. These insights shape the plan's action items, establishing a foundation to support broader, extensive projects.

Intentional Community Engagement

Community engagement is intentionally embedded in the document, conveying our commitment to outreach, awareness, and understanding the needs of our residents. Partnerships with Duncanville ISD and local organizations are essential to execution, as well as our continued regional collaboration with the Best Southwest Partnership and North Central Texas Council of Governments.

Annual resident surveys will capture the pulse of the City, presenting another opportunity to engage the public. Business roundtables and town halls with Council are further examples of our commitment to intentional community engagement.

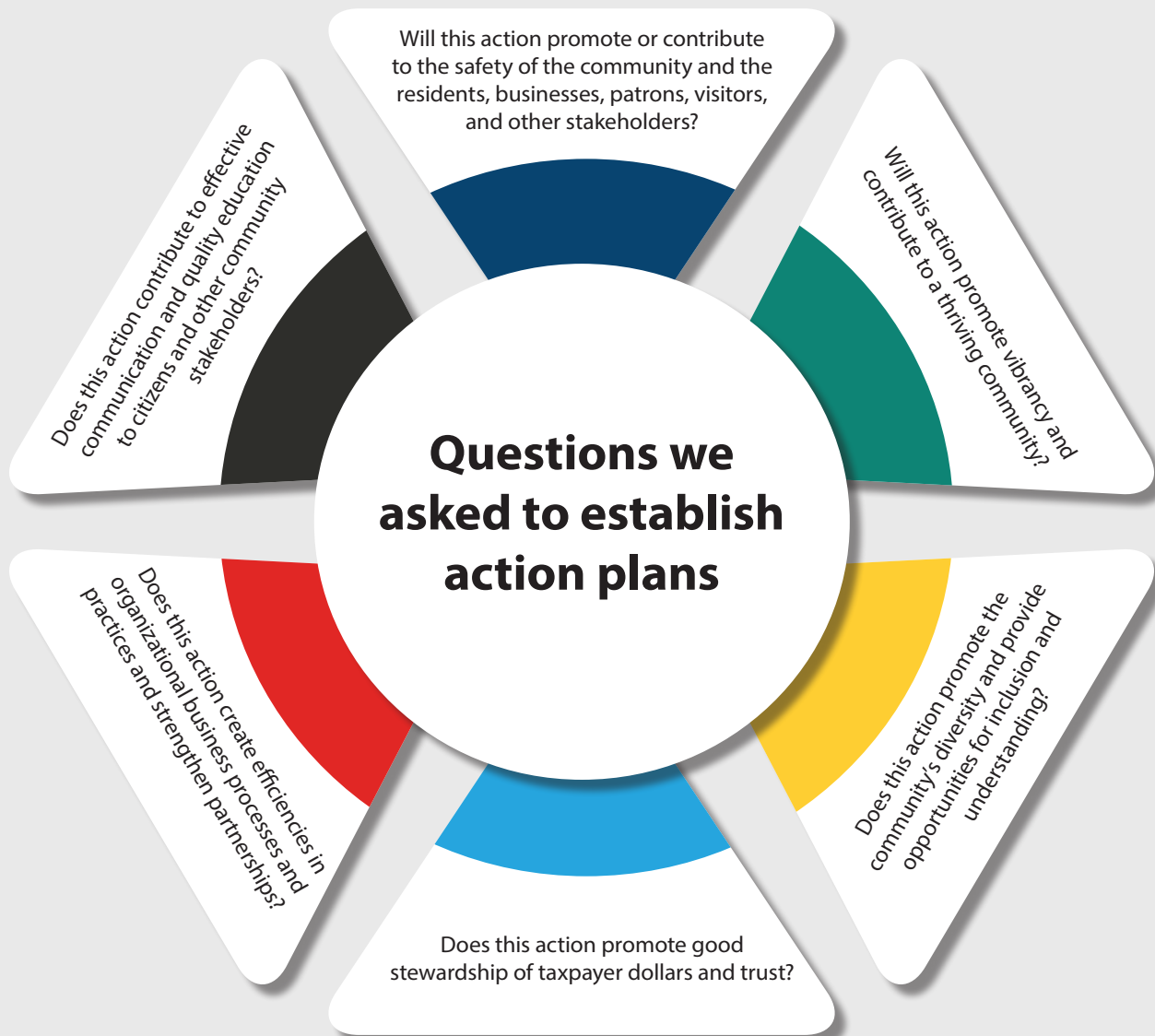
Process and Performance

Investigating internal processes and updating them helps ensure we continue to operate efficiently and effectively.

Nearly all goals include an action item that establishes metrics to measure progress and define success.

Performance will be transparent and frequently updated to evaluate results and navigate future actions. Annual review and measurement are managed by departments responsible to each goal, benchmarking progress, and communicated to the public.

EXHIBIT A



All proposed actions are examined through a series of questions through the lens of the City's vision. The questions asked are bolstered by the pillars that further support the values in which all Duncanville residents and staff aim to achieve.

EXHIBIT A



RE-IMAGINE

Goal 1: The City is a safe place to live, work, and play.

Goal 2: Neighborhoods and businesses are attractive and well maintained.

Goal 3: The City offers a variety of high-quality leisure and recreational programs and activities.

Goal 4: The City is an inclusive community that encourages and promotes cultural awareness, art programs, and events.



High Quality of Life

Page 14 of 33

Goal 1 • ○ ○ ○

EXHIBIT A



The City is known as a safe place to live, work, and play.

Community engagement and data analytics are vital to understanding the gaps in safety and the perception of safety. Targeted outreach and education in crime and fire prevention, and emergency preparedness can reduce demand of resources and build resiliency.



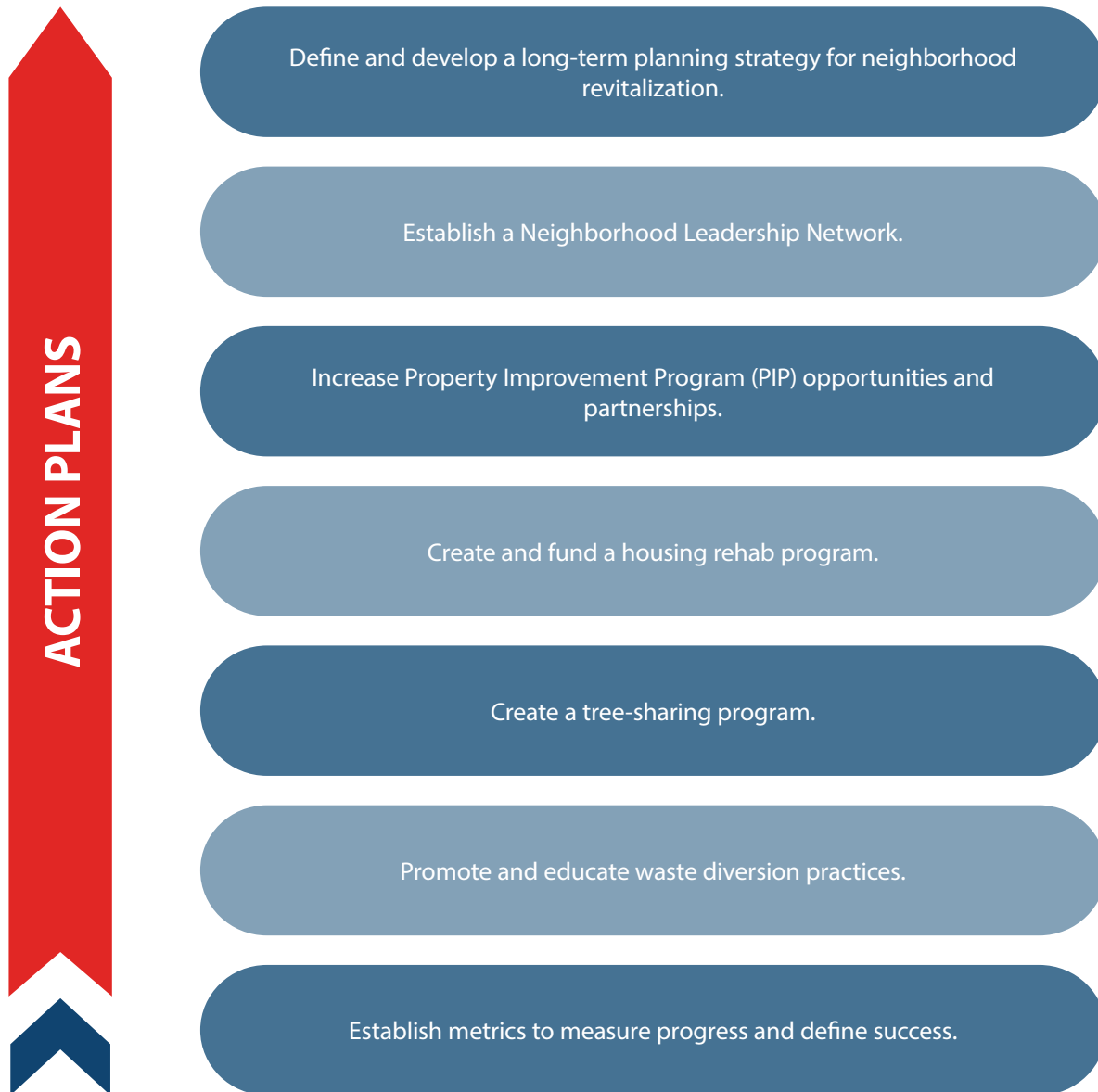
Goal 2 ●●○○

EXHIBIT A



Neighborhoods and businesses are attractive and well maintained.

Neighborhood revitalization improves communities and impacts the quality of life of its residents. Clean, well-maintained properties add value to the City's beauty and curb appeal and spur economic growth in the community.



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Goal 3 ●●●○

EXHIBIT A



The City offers a variety of high-quality leisure and recreational programs and activities.

Leisure and recreational activities play an essential role in communities and add to the quality of life for residents. There are many benefits, including improving health and well-being, contributing to individuals' empowerment, and promoting inclusive communities' development. There is no "one size fits all" approach, and offering various programs will ensure something for everyone.

ACTION PLANS

Create a programming plan integrating Library, Recreational, and Parks programs.

Develop a marketing plan to increase Recreation Center and Senior Center memberships and participation.

Review fee structure and develop a marketing plan to increase rentals of parks and city facilities.

Develop and implement a marketing strategy for re-imagining the Senior Center.

Expand recreational opportunities in the community.

Explore the possibility of a "Friends of the Parks" program and an "Adopt a Park" program.

Establish metrics to measure progress and define success.

Goal 4 ••••

EXHIBIT A



The City is an inclusive community that encourages and promotes cultural awareness, art, programs, and events.

Arts bring different people together, and culture helps to appreciate each other with their diversity. They bring about understanding. Additionally, a permanent arts presence and cultural events and activities can boost economic vitality.

ACTION PLANS

Create a programming plan for Arts and Cultural events and activities.

Explore "Age-Friendly Communities".

Re-imagine the purpose and utilization of the Multicultural Commission.

Explore the feasibility of establishing a cultural district.

Create a donation/sponsorship program for an alternative funding source of special events.

Explore and define Diversity, Equity, and Inclusion and incorporate DEI into business practices.

Establish metrics to measure progress and define success.

EXHIBIT A



EMPHASIZE

Goal 1: The organization is a high-performing culture, where employees are innovative and engaged.

Goal 2: The workforce consists of diverse and quality people that are dedicated to serving the City of Duncanville.

Goal 3: Duncanville is a leader in organizational efficiency and process improvement.

Goal 4: Duncanville is a financially sound organization that is transparent and committed to education of its business to the community.

Goal 5: The City Council and Boards & Commissions have clearly defined roles, rules, processes, and its members are adequately trained.



**Governmental
Accountability, Customer
Service, Efficiency, and Process
Improvement**

Page 19 of 33

Goal 1 • ○ ○ ○ ○ ○

EXHIBIT A



The organization is a high-performing culture, where employees are innovative and engaged.

A high-performing workplace works well. Employees are highly productive, motivated, and engaged. Employees who feel trust and respect can feel empowered to participate in decision-making processes, freely contribute ideas, and share feedback.



- Develop an annual, mandatory, city-wide training plan.
- Evaluate and improve communication strategies among staff.
- Develop and implement an innovative grant program.
- Develop and implement customer service standards.
- Establish metrics to measure progress and define success.

Goal 2 ●●○○○

EXHIBIT A



The workforce consists of diverse and quality people, dedicated to serving the City of Duncanville.

To attract quality people, the organization needs to be a place where people can learn new skills, take on new challenges, and advance their careers. The work culture actively demonstrates care for growth and development, as well as openness and honesty.

ACTION PLANS

Establish professional development plans for each position and a succession planning system for each department.

Develop and implement a mentorship program.

Establish meaningful ways to recognize outstanding employee performance.

Develop a sustainable compensation and benefits strategy for recruitment and retention.

Establish metrics to measure progress and define success.

Goal 3 ●●●○○○

EXHIBIT A



Duncanville is a leader in organizational efficiency and process improvement.

Every organization has a set of formal and informal processes, a series of actions that are completed to create a desired outcome. Improving the efficiency and effectiveness of the organization's processes can significantly influence its success and the services provided to the community.

ACTION PLANS

Develop institutional knowledge and "capture" techniques to document processes and procedures.

Establish data/metric standards for organizational performance management.

Conduct a process and procedures assessment with each department.

Research, develop, and implement operational best practice standards.

Goal 4 ●●●●○

EXHIBIT A



Duncanville is a financially sound organization that is transparent and committed to education of its business to the community.

Financial transparency means more than published reports with numbers available to the public. It provides education and interactive tools where numbers are straightforward, helping to minimize misperceptions.

ACTION PLANS

Pursue new, alternative revenue sources and cost elimination strategies.

Develop and implement a cost recovery model for setting user fees.

Develop and implement an educational program strategy on City topics for the public.

Develop and host a Citizens Academy program.

Develop and implement a long-range financial planning process.

Establish metrics to measure progress and define success.

Goal 5 •••••

EXHIBIT A



The City Council and Boards/Commissions have clearly defined roles, rules, processes, and its members are adequately trained.

City Council has a crucial role in establishing policies and bears the initial responsibility for the integrity of governance. Boards and Commissions serve in advisory roles to the Council. Regardless of the individual serving, the rules, roles, and processes will have regular reviews and adequate training provided to ensure there is business continuity and smooth transition.

ACTION PLANS

Evaluate and enhance the utilization of Boards and Commissions and partnership with City Council.

Develop and implement Council annual processes, such as review rules and set calendars.

Develop and implement an annual training program for all Boards and Commission members.

Conduct a Home Rule Charter review.

Update and publish a handbook for Boards/Commissions and City Council.

Establish metrics to measure progress and define success.

EXHIBIT A



INNOVATE

Goal 1: Area businesses and developers are supported, educated, and engaged in a positive manner by the City.

Goal 2: The City is forward-thinking with strategies that promote community collaboration, growth, and innovation.



**Promote Innovative
Ideas for Development and
Redevelopment**

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Goal 1 • •

EXHIBIT A



Area businesses and developers are supported, educated, and engaged in a positive manner by the City.

Regular engagement with the business community and developers can create synergy and spur economic growth. The City has resources to offer that can incentivize development and re-development.



Goal 2 ••

EXHIBIT A



The City is forward-thinking with strategies that promote community collaboration, growth, and innovation.

Sustainable growth can be achieved by proactively looking toward the future to identify opportunities that support businesses, workforce, and the quality of life.

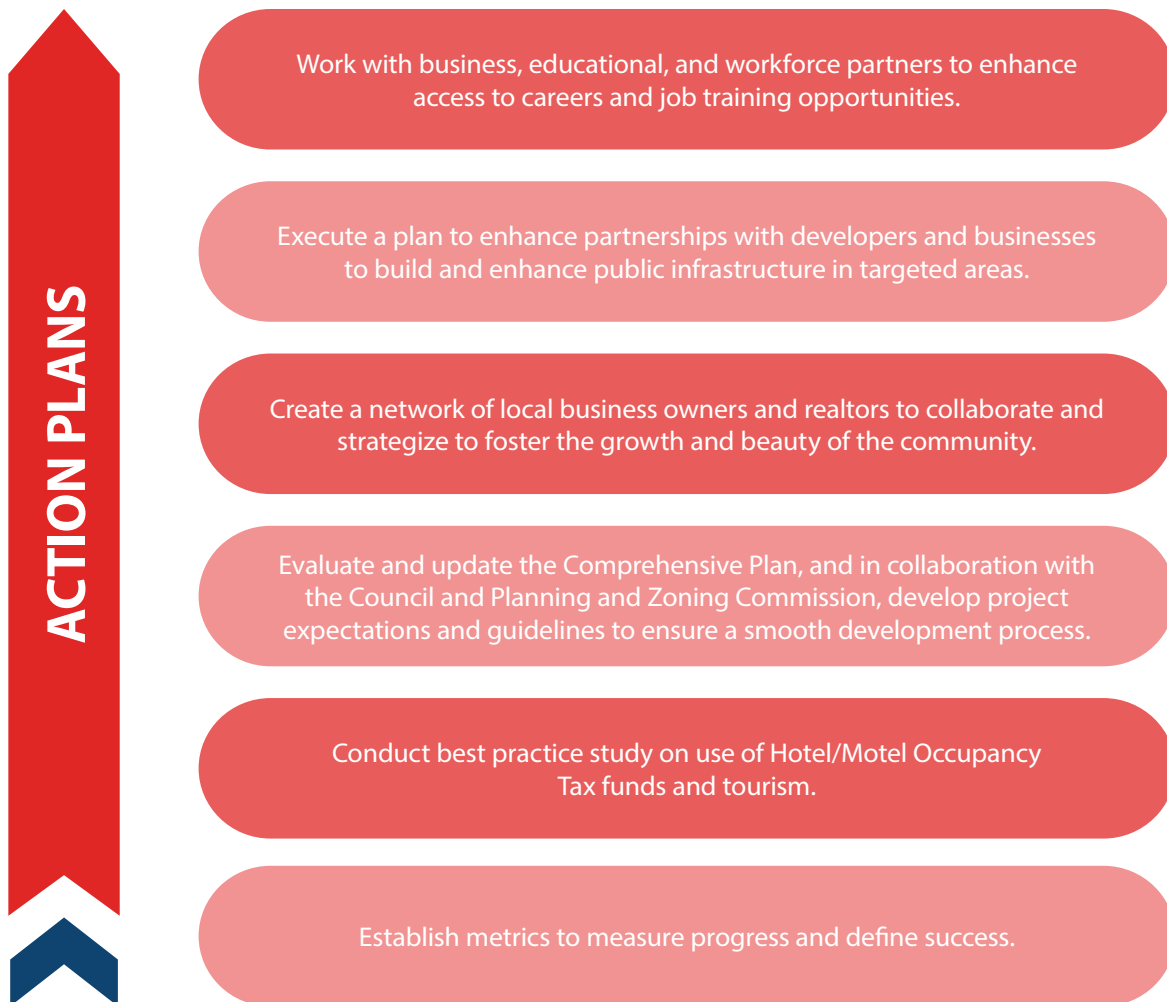




EXHIBIT A

DEVELOP

Goal 1: The City utilizes best practices in capital planning and management and is committed to investing in capital assets.



Infrastructure Improvement Strategy

Page 28 of 33

Goal 1 •

EXHIBIT A



The City utilizes best practices in capital planning and management, and is committed to investing in its capital assets.

Maintaining and replacing infrastructure is a long-term, necessary financial commitment. The City must be strategic with limited resources, and to make the safety, well-being, and quality of life of current and future residents means recognizing regular investments toward infrastructure.

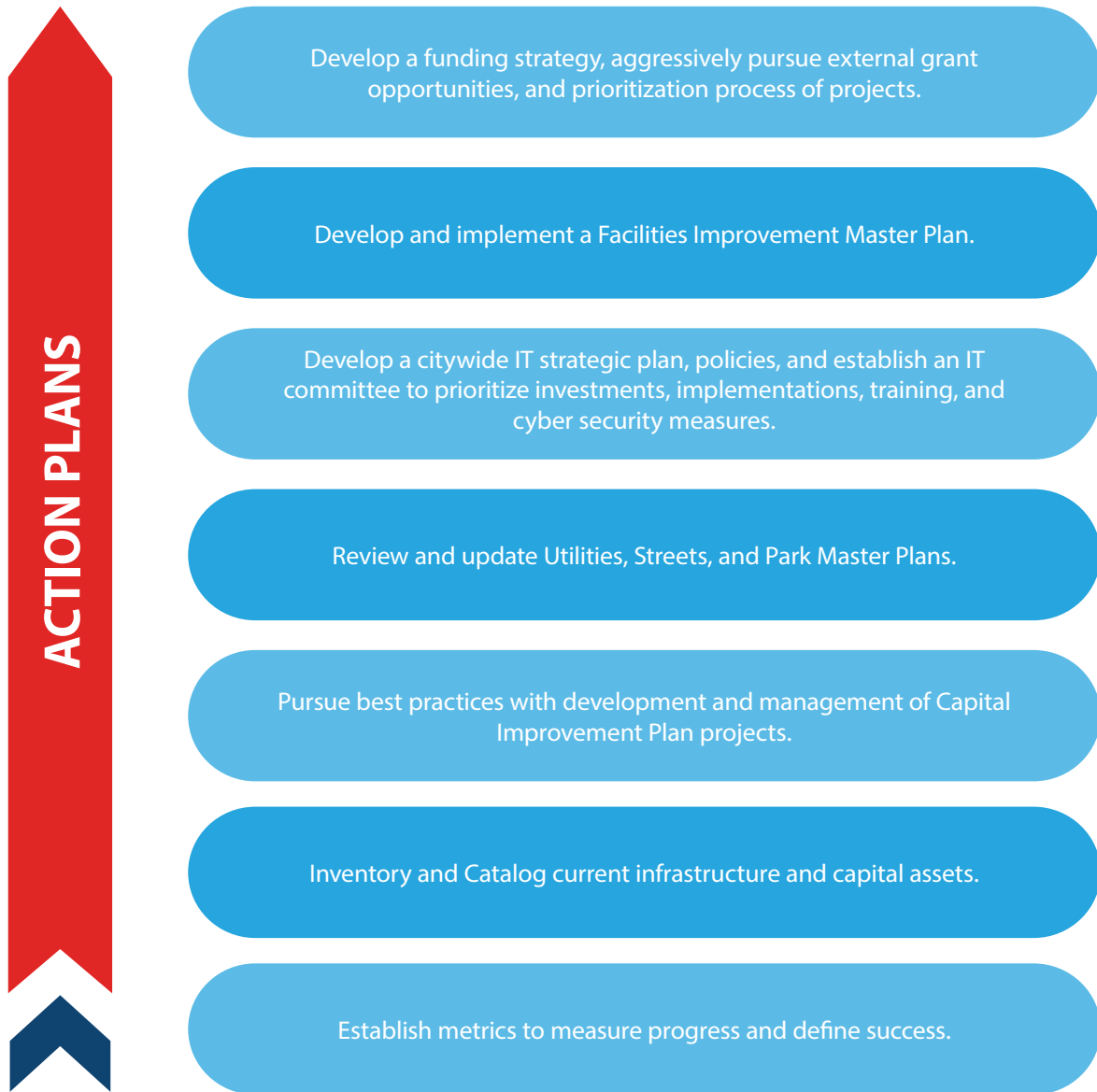


EXHIBIT A



ADVANCE

Goal 1: The City effectively communicates with the community and is committed to improving engagement and outreach efforts.

Goal 2: The City effectively markets its brand, "the City of Champions", and is well known throughout the region.



**Advance the Marketing
Strategy of the City and the
Community Engagement Plan**

Page 30 of 33

Goal 1 • ○

EXHIBIT A



The City effectively communicates with the community and is committed to improving engagement and outreach efforts.

Community engagement seeks to engage the community better to achieve long-term and sustainable outcomes, processes, relationships, discourse, decision-making, and implementation. Effective communication, intentional outreach, and education will encourage more partnerships and participation and ultimately lead to more engaged citizens.



Enhance the role of the Boards and Commissions with community engagement strategies and efforts.

Create and implement a plan for conveying progress and outcomes to all stakeholders.

Identify outreach and engagement gaps, develop a plan to bridge them, and map all existing and planned community engagement efforts across all departments.

Conduct regular, quarterly town halls around the City.

Pursue best practices utilizing social media.

Create an internal culture excited to tell our story.

Establish metrics to measure progress and define success.

Goal 2 ••

EXHIBIT A



The City effectively markets its brand, “The City of Champions”, and is well known throughout the region.

Any brand represents a set of perceptions and images representing a destination, product, or service. Understanding the identity of the City and effectively marketing the brand to all stakeholders involved will positively impact the local economy on various levels. It is essential to market a place based on its quality of living, uniqueness, and business location. The City’s brand should reflect its identity and ideally orient towards the future direction of the City.

ACTION PLANS

Develop a marketing and communication policy.

Develop a marketing strategy aligned with the City’s brand aimed at heightening the profile of the City within the community and region.

Partner with Duncanville ISD, the Chamber, and the Fieldhouse for collaborative marketing initiatives.

Explore the possibility of adding signage around the City highlighting various “Champions” from the City.

Establish metrics to measure progress and define success.

EXHIBIT A

Onwards we go, Champions.

Information Requests

Juanita Willman
City Secretary
972-780-5017

juanita.willman@duncanvilletx.gov



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

RECEIVE THE DCEDC QUARTERLY REPORT

Vision Statement:

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

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
 - ◻ **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**

STAFF RESPONSIBLE:

AGUSTIN "GUS" GARCIA - MANAGING DIRECTOR OF DEVELOPMENT SERVICES

BACKGROUND/HISTORY:

RECEIVE THE DCEDC QUARTERLY REPORT

POLICY EXPLANATION:

RECEIVE THE DCEDC QUARTERLY REPORT

FUNDING SOURCE:

ORG and Object Number

N/A

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

N/A



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Human Resources / Innovation Quarterly Report

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Jennifer Otey, Chief Innovation Officer

BACKGROUND/HISTORY:

The purpose of this item is to receive the first quarterly report for Organizational Development and Human Resources. Organizational Development is a functional arm of City Administration that consists of Human Resources, special projects, and strategic planning. The first report will be an overview of Human Resources and employment statistics.

POLICY EXPLANATION:

City Council will receive the first quarterly report from Organizational Development and Human Resources.

FUNDING SOURCE:

ORG and Object Number

NA

Available Budget

\$0.00

Purchase Amount

\$0.00

After Encumber

\$0.00

ACTION ALTERNATIVES:

1. Receive Quarterly Report.
2. Other actions as directed by Council.



STAFF REPORT

MEETING: City Council - 21 Mar 2023

TITLE:

Receive the Fiscal Year 22-23 First Quarter Investment Report as of December 31, 2022.

Vision Statement:

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

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
 - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:

Edena J. Atmore, Managing Director of Fiscal Services

BACKGROUND/HISTORY:

PFIA (Public Funds Investment Act) recommends quarterly investment reports be provided to the governing body. This report will cover the Fiscal Year 2023's first-quarter investment activity and interest earnings. The City of Duncanville Investment Report will cover beginning and ending investment balances and summarize investment activity from October 2022 through December 2022. All investments must comply with PFIA requirements and guidelines.

POLICY EXPLANATION:

The investment balance on September 30, 2022, was \$79,043,930, with an ending balance in December 31, 2022 of \$78,113,298. The portfolio decreased by \$930,632 as CDs matured and expenditures increased for City goods and services.

The LOGIC government investment pool's yield grew by 185 basis points (from 2.48% to 4.33%) during the period. As a reminder, 100 basis points equates to 1%. The interest rates are rising and creating opportunities to invest at higher rates. The LOGIC pool rates, as demonstrated on page 3 of the attached investment report, are higher than our earnings credit rate applied to the City's Wells Fargo account and the CD interest rates earned with a yield average of 3.85%.

The City's average rate of return increased to 2.49% during this period. All CDs and Money Market investments are fully secured at a minimum of 100% of principal by pledged collateral. Letters of Credit held by the Federal Home Loan Bank and FDIC insurance are currently at \$250,000 per institution.

Overall, Duncanville's investment interest earnings totaled \$600,115 for the quarter ended December 31, 2022. Strategies to diversify and ladder the portfolio continue to be utilized as interest rates rise in the marketplace.

FUNDING SOURCE:

ORG and Object Number

n/a

Available Budget

n/a

Purchase Amount

n/a

After Encumber

n/a

ACTION ALTERNATIVES:

There is no City Council action required.

ATTACHMENTS:

[FY23 Q1 Investment Report](#)



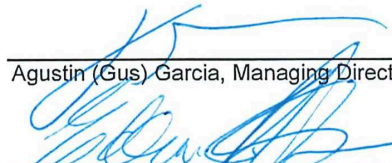
City of Duncanville, Texas
QUARTERLY INVESTMENT REPORT

For the Quarter Ended

December 31, 2022

Prepared by
Valley View Consulting, L.L.C.

The investment portfolio of the City of Duncanville is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.



Agustin (Gus) Garcia, Managing Director of Development Services



Edena Atmore, Managing Director of Fiscal Services



Denise Hickman, Fiscal Manager

Disclaimer: These reports were compiled using information provided by the City of Duncanville. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields, and do not account for investment advisor fees.

Strategy Summary

Quarter End Results by Investment Category:

Asset Type	September 30, 2022		December 31, 2022		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA	\$ 34,626,146	\$ 34,626,146	\$ 33,317,986	\$ 33,317,986	0.60%
MMA/LGIPs	31,912,698	31,912,698	32,178,009	32,178,009	3.91%
CDs	12,505,086	12,505,086	12,617,304	12,617,304	3.85%
Totals	\$ 79,043,930	\$ 79,043,930	\$ 78,113,298	\$ 78,113,298	2.49%

Current Quarter Weighted Average Yield (1)

Total Portfolio	2.49%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
TexPool	3.98%

Fiscal Year-to-Date Weighted Average Yield (2)

Total Portfolio	2.49%
Rolling Three Month Treasury	4.19%
Rolling Six Month Treasury	3.90%
Average Monthly TexPool	3.51%

Interest Earnings (Approximate)

Quarterly Interest Income	\$ 600,115
Year-to-date Interest Income	\$ 600,115

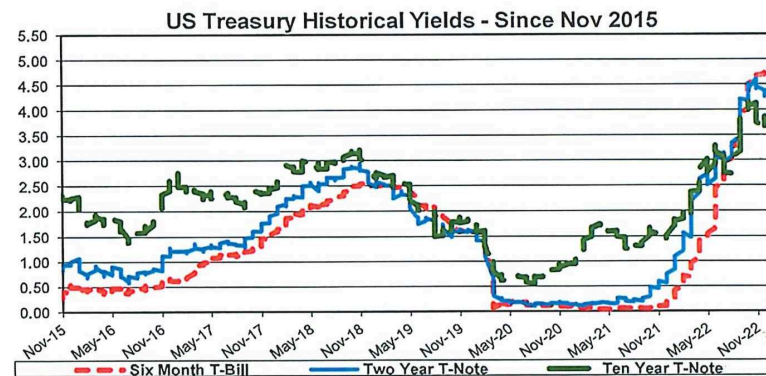
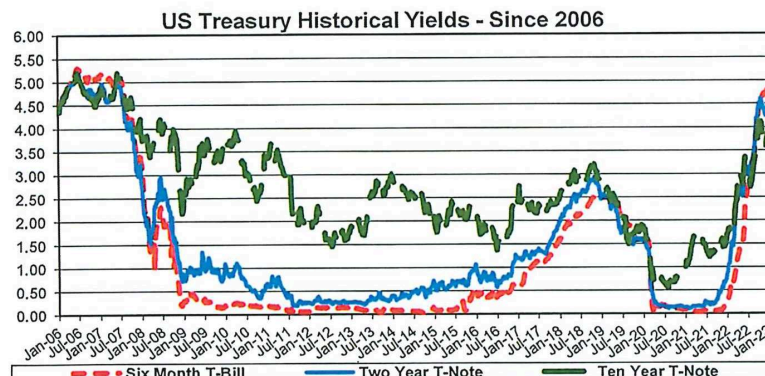
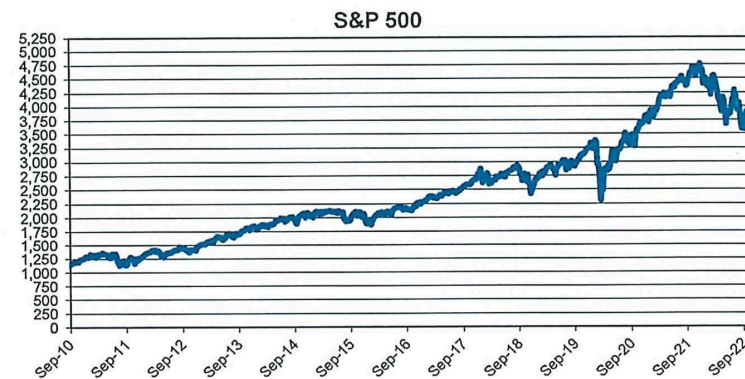
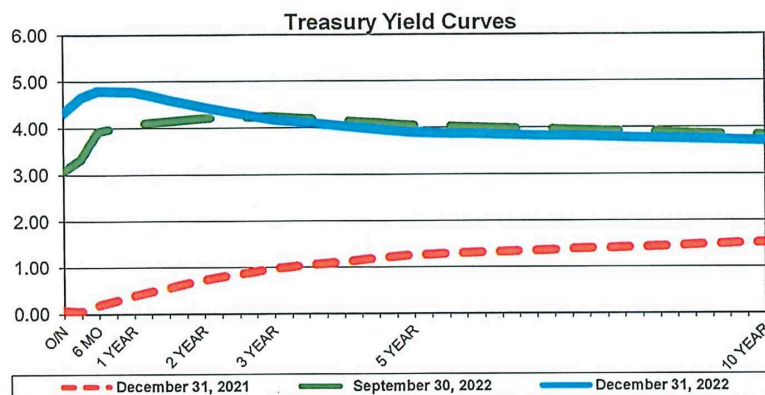
(1) **Current Quarter Weighted Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees. The yield for the reporting month is used for bank and money market balances.

(2) **Fiscal Year-to-Date Weighted Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Economic Overview

12/31/2022

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.50% to 4.25% - 4.50% December 14th (Effective Fed Funds are trading +/-4.33%). A 0.25% increase is projected February 1st. Third Quarter GDP jumped to 3.2% in the final number. December Non-Farm Payroll added 223k new jobs with the Three Month Average declining to 247k. Crude oil continues moderating at +/- \$75 per barrel. The Stock Markets drifted between +/-15% to +/-19% below the 2021 peak. The yield curve is fully negatively sloped (3 months to 10 years, with peak yield at 6 months) and continues to indicate lower future interest rates. Inflation remained well over the FOMC 2% target (Core PCE +/-5% and CPI +/-6%). International challenges add to economic uncertainty.



Investment Holdings

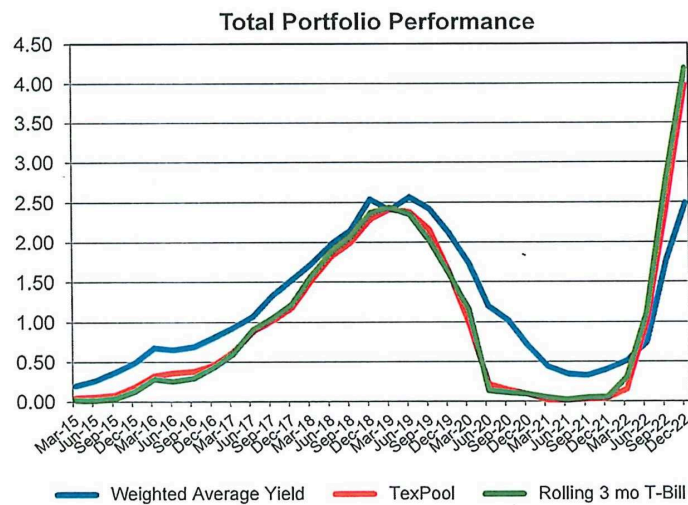
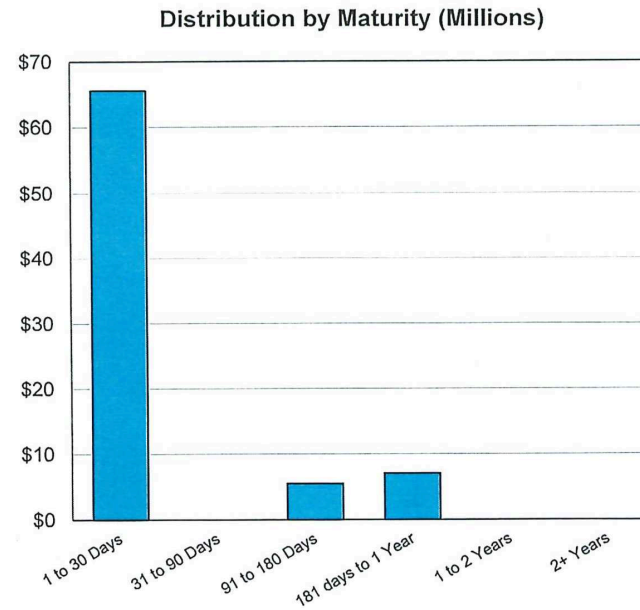
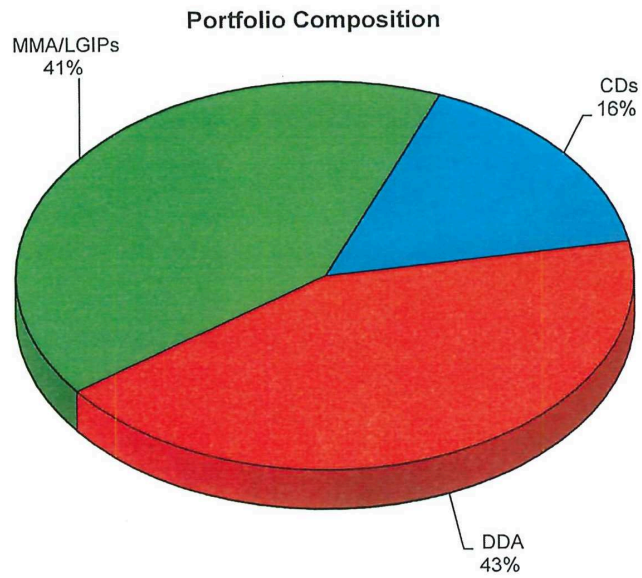
December 31, 2022

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (days)	Yield
Wells Fargo Bank DDA (3)		0.60%	01/01/23	12/31/22	\$ 33,317,986	\$ 33,317,986	1.00	\$ 33,317,986	1	0.60%
NexBank IntraFi MMA		4.40%	01/01/23	12/31/22	23,875,568	23,875,568	1.00	23,875,568	1	4.40%
Prosperity Bank MMA		2.03%	01/01/23	12/31/22	6,549,980	6,549,980	1.00	6,549,980	1	2.03%
TexPool	AAAm	3.98%	01/01/23	12/31/22	5,116	5,116	1.00	5,116	1	3.98%
LOGIC LGIP	AAAm	4.33%	01/01/23	12/31/22	1,747,345	1,747,345	1.00	1,747,345	1	4.33%
Texas Brand Bank CD		0.30%	04/07/23	04/07/22	500,752	500,752	100.00	500,752	97	0.30%
Texas Capital Bank		3.70%	06/28/23	09/28/22	5,045,823	5,045,823	100.00	5,045,823	179	3.70%
East West Bank CD		3.98%	09/28/23	09/28/22	5,052,061	5,052,061	100.00	5,052,061	271	3.98%
East West Bank CD		4.78%	11/06/23	11/04/22	2,018,667	2,018,667	100.00	2,018,667	310	4.78%
					<u>\$ 78,113,298</u>	<u>\$ 78,113,298</u>		<u>\$ 78,113,298</u>	<u>39</u>	<u>2.49%</u>
										(1) (2)

(1) **Weighted average life** - For purposes of calculating weighted average life, bank accounts and money market funds are assumed to have an one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank accounts and money market funds.

(3) **Earnings Credit Rate** - Wells Fargo balances are used to to offset bank fees generating an estimated Earnings Credit Rate.



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/22	Increases	Decreases	Book Value 12/31/22	Market Value 09/30/22	Change in Market Value	Market Value 12/31/22
Wells Fargo Bank DDA	0.60%	01/01/23	\$ 34,626,146	\$ —	\$ (1,308,160)	\$ 33,317,986	\$ 34,626,146	\$ (1,308,160)	\$ 33,317,986
NexBank IntraFi MMA	4.40%	01/01/23	23,656,414	219,154	—	23,875,568	23,656,414	219,154	23,875,568
Prosperity Bank MMA	2.03%	01/01/23	6,520,460	29,520	—	6,549,980	6,520,460	29,520	6,549,980
TexPool	3.98%	01/01/23	5,071	45	—	5,116	5,071	45	5,116
LOGIC LGIP	4.33%	01/01/23	1,730,753	16,593	—	1,747,345	1,730,753	16,593	1,747,345
East West Bank CD	0.17%	11/04/22	2,003,076	—	(2,003,076)	—	2,003,076	(2,003,076)	—
Texas Branch Bank CD	0.30%	04/07/23	500,374	378	—	500,752	500,374	378	500,752
Texas Capital Bank	3.70%	06/28/23	5,000,000	45,823	—	5,045,823	5,000,000	45,823	5,045,823
East West Bank CD	3.98%	09/28/23	5,001,636	50,425	—	5,052,061	5,001,636	50,425	5,052,061
East West Bank CD	4.78%	11/06/23	—	2,018,667	—	2,018,667	—	2,018,667	2,018,667
TOTAL/AVERAGE	2.49%		\$ 79,043,930	\$ 2,380,605	\$ (3,311,237)	\$ 78,113,298	\$ 79,043,930	\$ (930,632)	\$ 78,113,298

**Allocation
December 31, 2022**

Book & Market Value

	Total	General	ARPA	Utility	Economic Development	Capital Projects Construction
Wells Fargo Bank DDA	\$ 33,317,986	\$33,317,986	\$ —	\$ —	\$ —	\$ —
NexBank IntraFi MMA	23,875,568	15,909,675	—	—	—	7,965,893
Prosperity Bank MMA	6,549,980	1,513,385	4,532,133	504,462	—	—
TexPool LGIP	5,116	5,116	—	—	—	—
LOGIC LGIP	1,747,345	1,747,345	—	—	—	—
04/07/23–Texas Brand Bank CD	500,752	—	—	—	500,752	—
06/28/23–Texas Capital Bank	5,045,823	—	—	5,045,823	—	—
09/28/23–East West Bank CD	5,052,061	—	—	—	—	5,052,061
11/06/23–East West Bank CD	2,018,667	2,018,667	—	—	—	—
Total	\$ 78,113,298	\$54,512,174	\$ 4,532,133	\$ 5,550,284	\$ 500,752	\$ 13,017,954

**Allocation
September 30, 2022**

Book & Market Value

	Total	General	ARPA	Utility	Economic Development	Capital Projects Construction
Wells Fargo Bank DDA	\$ 34,626,146	\$34,626,146	\$ —	\$ —	\$ —	\$ —
NexBank MMA	—	—	—	—	—	—
NexBank IntraFi MMA	23,656,414	15,763,640	—	—	—	7,892,774
Prosperity Bank MMA	6,520,460	1,506,878	4,511,506	502,075	—	—
TexPool LGIP	5,071	5,071	—	—	—	—
LOGIC LGIP	1,730,753	1,730,753	—	—	—	—
11/04/22—East West Bank CD	2,003,076	2,003,076	—	—	—	—
04/07/23—Texas Brand Bank CD	500,374	—	—	—	500,374	—
06/28/23—Texas Capital Bank	5,000,000	—	—	5,000,000	—	—
09/28/23—East West Bank CD	5,001,636	—	—	—	—	5,001,636
Total	\$ 79,043,930	\$21,009,418	\$ 4,511,506	\$ 5,502,075	\$ 500,374	\$ 12,894,410