

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, April 1, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, April 1, 2025, at 4:30 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

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

COUNCIL ARRIVING AT: Mayor Pro Tem Jeremy Koontz arrived at 4:54 p.m.

COUNCIL ABSENT:

EXECUTIVE SESSION

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

The Council recessed the Executive Session at 6:10 p.m. to convene the Briefing Session.

1. ***City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.***
2. ***City Council shall convene into closed executive session pursuant to Section 551.072, 551.087 and 551.071 to deliberate the purchase, exchange, lease, or value of real properties, being located north and west of SH 67, east of Main Street, and south of Camp Wisdom Rd; and to seek legal advice from City Attorney regarding such real property.***

Mayor Contreras reconvened the Executive Session at 8:34 p.m.

The Council closed the Executive Session at 8:47 p.m.

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

Mayor Contreras convened the Briefing Session at 6:15 p.m. and read the item into the record. City Manager Finch reviewed each item.

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

Briefing Session was adjourned at 7:05 p.m.

A. *Briefing Presentation on Xplor Recreation Management Software*
Presented by Assistant Director of Parks and Recreation Tyler Agee.

B. *Monthly Financial Report as of February 28, 2025*
Presented by Budget Administrator Jennifer Otey. The council agreed to have a monthly report posted online and a quarterly report presented at the council meetings. Councilmember McBurnett suggested the Texas Transparency Trailblazer as an option for posting reports. City Manager Finch reminded everyone of the implementation of the OpenGov software, which will also give a level of transparency to the council and the public.

C. *Council to receive a briefing and discuss park security.*

Presented by Police Chief Matt Stogner and Director of Parks and Recreation Bart Stevenson.

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

The City Council convened into Regular Session in the Council Chambers at 7:15 p.m. with Mayor Contreras presiding.

Pastor Desmond Tolliver of Bondage Breaking Ministries delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. *Mayor's Report.*

Mayor Contreras gave a report on Duncanville ISD events he attended that showcased classes in the school district and the Duncanville 5K Heart Walk. He commended Interim Assistant City Manager Kevin Hugman and Republic Services on the community meetings introducing the pilot program on the use of carts and the Police awards event at the Senior Center this past Friday.

B. *Councilmembers' Reports*

Councilmember McBurnett asked citizens to be careful when driving through school zones. He reviewed some of the events happening in the city. Councilmember Pennebaker commented that tonight is the first night of the Recreation Center offering archery on Tuesdays from 6 to 8 pm. He added that the Run for the Wall will come through Duncanville on May 18th on the trip to Washington, DC. Councilmember Gooden added that Property Improvement Program (PIP) Days Spring 2025 will be April 25th and 26th and May 2nd and 3rd. They are looking for volunteers to help residents make repairs to their homes.

C. *City Manager's Report.*

City Manager Finch reported that the Chamber of Commerce recognized the City of Duncanville as Business of the Month. He added the totes will be delivered this week for the pilot program for trash collection and that IACM Kevin Hugman will be retiring again at the end of the month after returning to the city.

2. PROCLAMATIONS AND PRESENTATIONS

None

3. CITIZENS' INPUT

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

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

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

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

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

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

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

Diane Zylka
1319 Green Tree Ln.
Animal Ordinance

Omari Wright
703 Big Stone Gap Road
Trade School in Duncanville

Susan Davis
119 Forest Court
Animal Ordinance

4. **CONSENT AGENDA**

A. ***Consider the Minutes for the March 18, 2025 City Council Regular Meeting.***

B. ***Consider a—Resolution authorizing the City Attorney to prepare an ordinance to update special use permit requirements related to parking vehicles and deliveries.***

City Manager Finch stated that this item was not a resolution but to ask for the consensus of the council to proceed. Consensus was granted.

C. ***Consider a resolution of the City Council of the City of Duncanville, Texas, authorizing the acceptance of a grant from the Edward Byrne Memorial Justice Assistance Grant Program (JAG), to be administered by the City of Dallas, in the amount of \$6,537.99, utilized to purchase three storage boxes to be installed in the rear of the department’s patrol vehicles.***

RES 2025-446

Councilmember Don McBurnett made a motion to approve the consent agenda, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

5. **ITEMS FOR INDIVIDUAL CONSIDERATION**

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

Item 1 - No action taken

Item 2 - City Attorney Hager read the motion.

Councilmember Don McBurnett made a motion to authorize the City Manager to send a letter to terminate the contract for 302 Main Street and the return of the earnest money, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 7 for, 0 against.

B. ***Consider Resolution 2025-444 approving an incentive agreement by the Duncanville Community & Economic Development Corporation (DCEDC) with Duncanville Eats LLC in an amount not to exceed \$4,330 for exterior signage at 700 S. Cockrell Hill Road, Suite #158, Duncanville, Texas 75137.***

Presented by Economic Development Coordinator Marcela Perez.

RES 2025-444

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 7 for, 0 against.

C. ***Consider Resolution 2025-443 approving an amendment of an incentive agreement by the Duncanville Community & Economic Development***

Corporation (DCEDC) with Dolani Investments, LLC located at 511 E Camp Wisdom Road, Duncanville, Texas 75116.

Presented by Marcela Perez.

RES 2025-443

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

6. STAFF AND BOARD REPORTS

A. *Presentation from the Duncanville Police Department on revising Chapter Four—Animals and Fowl City Ordinance to comply with state legislation changes and best practices, and consideration for adoption.*

Presented by Assistant Police Chief Ron Wilcots and Senior Animal Control Officer Chad Chamberlain. They reviewed changes to the ordinance requested at the Workshop meeting with the city council on January 23, 2025. Councilmember Gooden asked about the factors driving the concern and the changes to the ordinance. Assistant Chief Wilcots stated that call volume is the main driver of the ordinance changes. Mayor Contreras asked about the change to the Animal Appeals Board for anyone who would like an exception to the ordinance. Police Chief Stogner stated that with the change, the council would then not hear the animal appeals. They would go to the board. Councilmember Pennebaker asked what the largest number of calls was. Mr. Chamberlain stated that the vast number of calls are for roosters. Mayor Pro Tem Koontz verified that the permit fee was removed; however, there is a requirement for a permit. City Attorney Hager suggested moving forward with the proposed changes to the ordinance and revisiting the fowl section at a later date.

Mayor Contreras recessed the Regular Session at 8:22 p.m. to reconvene into Executive Session.

The Council reconvened the Regular Session at 8:47 p.m.

ADJOURNMENT

The meeting was adjourned at 8:48 p.m.

APPROVED:

CITY SECRETARY