

Duncanville City Council Meeting Minutes

Regular Meeting

Tuesday, June 3, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, June 3, 2025, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

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

COUNCIL ARRIVING AT:

COUNCIL ABSENT:

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

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

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

The Briefing Session was adjourned at 7:03 p.m.

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

A. *Briefing Presentation on the current City of Duncanville Alarm System Ordinance*

Presented by Police Chief Matt Stogner and Fire Chief Chris Connealy.

B. *The City Council will receive a briefing on the pavement condition data collection and inventory, discuss the information, and provide direction if necessary.*

Presented by Assistant Director of Public Works Shahad Mohammad.

C. *The City Council will receive a briefing on the grant applications, discuss the information, and provide direction if necessary.*

This item was moved to item 6B.

EXECUTIVE SESSION

The Executive Session was called into session at 9:04 p.m. and Mayor Contreras read the item into record.

The Council closed the Executive Session at 10:01 p.m.

- 1. *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 of Danieldale Road, west of SH 67, east of Cedar Ridge Drive, and south of Camp Wisdom Rd; and to seek legal advice from City Attorney regarding such real property.***

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

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

Pastor David Cartwright delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and the Texas Pledge.

1. REPORTS

A. ***Mayor's Report.***

Mayor Contreras expressed gratitude to staff for the Memorial Day celebration and the change in location due to the weather. He thanked the staff for honoring former soldier of the Korean War, Billy Charles Driver, at the Memorial Day Ceremony and the return of his remains to the area through Duncanville to the cemetery.

B. ***Councilmembers' Reports***

Councilmember McBurnett acknowledged the passing of the mother of Chamber president Steve Martin and the loss of former Citizens on Patrol Chief Joe Tucker. He also reviewed upcoming events in the city. Mayor Pro Tem Koontz commented on the open house at Central Elementary, which will be undergoing renovation to be transitioned to a Fine Arts Academy. He also gave his condolences to Mr. Joe Tucker's family. Councilmember Pennebaker encouraged residents to get their animals chipped. Councilmember Gooden commended staff on the success of the Bloomfest event and the Fire Truck Pull. Shel also thanked the staff for honoring the Korean War soldier.

C. ***City Manager's Report.***

City Manager Finch congratulated the Fire Department for besting the Police Department at the Fire Truck Pull. He also praised Assistant Fire Chief Greg Chase on his retirement after 32 years with the city.

2. PROCLAMATIONS AND PRESENTATIONS

A. ***Presentation to formally introduce and administer the oath of office to the City of Duncanville's Assistant City Managers, Richard Abernethy, Assistant City Manager of Operations, and Mark Rauscher, Assistant City Manager of Community.***

The oath of office was administered to each by City Secretary Chiquita Taylor.

B. ***Presentation of the Keep Duncanville Beautiful Summer 2025 Business Beautification Award Plaque and Proclamation to Scooter's Coffee located at 700 W. Camp Wisdom Rd.***

Read by Assistant Director of Parks and Recreation Tyler Agee and presented to Ted Stroud with Scooter's Coffee.

C. ***Recognition of Keep Duncanville Beautiful Summer 2025 Curb Appeal Residential Properties.***

Presented by Tyler Agee.

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:

Tammy Grebba
226 Moore St.
Accessibility of lights

Bailey Wynne
1102 Big Stone Gap Rd
Elections Code of Ethics

Cliff Boyd
1019 Quail Run
Dallas College

4. **CONSENT AGENDA**

A. *Consider the Minutes for the May 6 and May 20, 2025 City Council Regular Meetings and May 13 and 19, 2025 Special Meetings.*

B. *Consider a Resolution supporting the City of Duncanville's applications to the Texas Department of Transportation's 2025 Transportation Alternatives Set-Aside (TA) Call for Projects.*

RES 2025-480

C. *Consider a Resolution awarding RFP 24-0020 On-Demand Citywide Plumbing Services to One Source Plumbing & Air and TD Industries, Inc., through the City's competitive proposals process for plumbing services for a one-year term with a renewal option for three additional one-year terms, in an estimated contract amount not to exceed \$800,000.00 over the four years across both vendors, subject to City Council appropriation.*

RES 2025-481

D. *Consider a Resolution awarding RFP 25-0012 to Elite Striping, LLC., for pavement marking services, through the City's competitive proposals process for a three-year term with a renewal option for three additional one-year terms, in an estimated contract amount not to exceed \$1,681,861.00 over the six years, subject to City Council appropriation.*

RES 2025-482

E. *Consider a Resolution adopting the Fiscal Year 2024–2025 and Fiscal Year 2025–2026 Arts Funding Policy and Grant Guidelines as recommended by the Duncanville Arts Commission.*

RES 2025-488

F. *Consider a Resolution authorizing Todo Verde to install fiber optic cable between Fire Station 1 and Parks & Recreation Building. The Interlocal Purchasing Systems (TIPS) contract in the estimated expenditure amount of \$43,195.70.*

RES 2025-484

G. *Consider a resolution adopting the Rules of Procedure.*

RES 2025-490

H. *Consider a resolution readopting policies approved by City Council. This include policies related to Fund Balance, Budget Development,*

Investment, Tik Tok Social Media, Complete Streets, Conservation Fund, and Cost of Living Adjustment.

RES 2025-489

Councilmember Jeremy Koontz made a motion to approve the consent agenda, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

No action taken.

B. *Election of Mayor Pro Tem for 2025-2026*

Councilmember Pennebaker nominated Councilmember At-Large DeMonica Gooden. Mayor Pro Tem Koontz nominated Councilmember Karen Cherry-Brown.

Councilmember Gooden received 4 votes and Councilmember Cherry-Brown received 3 votes.

Councilmember Gooden has been elected Mayor Pro Tem.

C. *Consider Resolution 2025-486 approving a Hotel Occupancy Tax Fund Grant for the FY25 budget in an amount not to exceed \$9,916.21 to the Duncanville Chamber of Commerce to enhance the chamber building, which serves as the City of Duncanville's Visitor Center, with a "Welcome to Duncanville" mural, in celebration of the Chamber's 70th Anniversary.*

Presented by Economic Development Coordinator Marcela Perez. City Manager Finch explained the funding for this item. This is a request that requires a budget amendment to transfer funds to the visitor center account, as the current funds have been accounted for this year. Mayor Pro Tem Koontz suggested that the location of the mural be moved to the west side of the building for the view of people entering Duncanville.

RES 2025-486

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.

D. *Consider Resolution 2025-485 approving a Hotel Occupancy Tax Fund Grant for the FY25 budget in an amount not to exceed \$39,266.75 to the Duncanville Chamber of Commerce to enhance the chamber building which serves as the City of Duncanville's Visitor Center, in celebration of the Chamber's 70th Anniversary.*

Presented by Marcela Perez. Councilmember Gooden asked about the funding for this item. Mr. Finch explained the funding of this item. Funds will need to be moved from unassigned funds to the visitor center funding to fund this item.

RES 2025-485

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 6 for, 1 against (Councilmember Jeremy Koontz).

E. *Consider Resolution 2025-487 approving a Hotel Occupancy Tax Fund Grant for the FY25 budget, in an amount not to exceed \$939.99 to the Duncanville Chamber of Commerce, which serves as the City of Duncanville's Visitor Center, for the costs associated with replacing the Chamber's computer server.*

RES 2025-487

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 6 for, 1 against (Councilmember Jeremy Koontz).

6. STAFF AND BOARD REPORTS

- A. *City Council is to receive the Public Works Quarterly Report.***
Presented Public Works Director Matt Bryant and Shahad Mohammad.
- B. *The City Council will receive a briefing on the grant applications, discuss the information, and provide direction if necessary.***
Presented by Shahad Mohammad and Matt Bryant.

Mayor Contreras recessed the Regular Session at 8:58 p.m. to convene into Executive Session.

Mayor Contreras reconvened the Regular Session at 10:01 p.m.

ADJOURNMENT

The meeting was adjourned at 10:02 p.m.

ATTEST:

CITY SECRETARY