

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, June 4, 2024

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, June 4, 2024, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT:

Mayor Greg Contreras
Councilmember At-Large DeMonica Gooden
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Karen Cherry-Brown
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

City Secretary Chiquita Taylor reviewed the council calendar.

3. BRIEFINGS / PRESENTATIONS

A. *Council to receive a briefing on a Software as a Service (SaaS) agreement with Tyler Technologies for the Southwest Regional Communications Center.*

Presented by Terry Bohan (Manager - Public Safety Technology) from Berry-Dunn.

B. *Council to receive a briefing on an Automated Metering Infrastructure proposal by Performance Services.*

Presented by representatives from Performance Services regarding water meter replacement.

C. *Receive 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.*

Presented by Sargent Adrian Tijerina.

D. *Update City Council on the expansion of the Independence Day Celebration*

Presented by Event Planner Angela Owens and Assistant Economic Development Director LoLecia Day.

EXECUTIVE SESSION

The Executive Session was called into session at 6:52 p.m., and Mayor Contreras read the item into record.

The Council closed the Executive Session at 7:05 p.m.

- 1. *City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter pursuant to Section 551.071 of the Texas Government Code; and to seek legal advice from the City Attorney on the same topic.***

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

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

Pastor Brance Barker with Duncanville First Baptist Church delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. *Mayor's Report.*

Mayor Contreras congratulated city staff on the Memorial Day celebration and gave an update on attending the LULAC (The League of United Latin American Citizens) meeting in the City of Dallas at Domingo Garcia's invitation.

B. *Councilmembers' Reports*

Councilmember McBurnett commended staff on the success of the Fire Truck Pull and Memorial Day presentation. He also encouraged citizens to apply for Boards and Commissions. Councilmember Gooden thanked Parks and Recreation staff for the community events. She thanked the City Secretary staff and City Manager Finch for sending out the agendas on Thursday. She also encouraged citizens to apply for Boards and Commissions and to Contact elected officials if they have any issues or concerns within the city.

C. *City Manager's Report.*

City Manager Finch explained the correction to the presentation on the Life School that was published on today's agenda in error. He thanked citizens for their patience with the storm debris and encouraged them to come out for the July 4, 5, and 6th events at Armstrong Park.

2. PROCLAMATIONS AND PRESENTATIONS

A. *Proclamation in recognition of Juneteenth Day in Duncanville 2024.*

Councilmember Cherry-Brown read the proclamation and presented it to Assistant Director of Parks and Recreation Tyler Agee and LoLecia Day.

B. *Presentation of the Keep Duncanville Beautiful Summer 2024 Business Beautification Award Plaque and Proclamation to Chick-fil-A - Duncanville located at 300 W. Hwy 67.*

Presented by Tyler Agee.

C. *Recognition of Keep Duncanville Beautiful Summer 2024 Curb Appeal Residential Properties.*

Presented by Tyler Agee.

D. *Council to receive the final report on Economic Development in Duncanville from MRB Group.*

Presented by Matt Horn and Michael N'dolo from MRB Group.

E. *Council to receive a briefing on the proposed Life School development and hear updates from the Planning and Zoning Commission meeting where the proposal was discussed.*

Presented by representatives of Life School. He stated that they withdrew their zoning request to consider how they could incorporate citizen concerns into their plans.

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 record. The following spoke during the Citizens Input Period:

Lorene Hood-Jack
1512 Halsey Dr.
Life School

Billy J. Wright
1103 Heatherwood
Life School

Dr. Nesa Sasser Hartford
1531 McArthur Dr.
Life School

Shirley A. Lacey
1126 Bradley Dr.
Life School

Derwin Lewis
1502 McArthur Dr.
Life School

Patrick Harvey
1010 Huntington
Life School

Jason Barton
1114 Bradley Drive
Life School

Judy Smithey
1806 Cedar Hill Rd.
Life School

Lawrence Smith
1507 Halsey Dr.
Life School

Christina Shasha
1307 Green Hills Rd.
Life School/Animal Ord

Chandler Magann
1118 Bradley Dr.
Noise ordinance

Tabitha Brobston
343 Shorewood

Ladd Committee

Mark Graham
410 Sante Fe Trail
Ladd Preserve

Reese Edwards
226 Mizell St.
Boards and Commissions

Emily Bridges
418 Oleander
Ladd Preserve

The following people did not wish to speak:

Patricia Hunter
1130 Heatherwood Dr.
Life School - opposition

Cherri Jackson
1519 Marshall Dr.
Life School - opposition

Lillie Crittenton
1138 Heatherwood Dr.
Life School - opposition

Tonya K. Lewis
1502 McArthur Dr.
Life School - opposition

Anna Torres
826 Fairlawn Dr.
Life School -opposition

Harlen Reece
1308 Winding Brook Dr.
Life School - opposition

Juan Torres
1307 Green Hills Rd.
Life School - opposition

Laura Paige-Scott
1506 McArthur Dr.
Life School - email

Jason Barton
114 Bradley Dr.
Life School - email

Alicia Brown Young
Meadows of Daniel Farms
Life School - email

Will & Angela Maye
1515 McArthur Dr.
Life School - email

Arvis Miller
1510 Halsey Dr.
Life School - email

4. **CONSENT AGENDA**

Mayor Contreras requested that City Secretary Taylor read the Consent Agenda Items.

- A. ***Consider the Minutes for the May 21, 2024, City Council Regular Meeting.***
- B. ***Consider a Resolution authorizing the purchase of (4) four Self-Contained Breathing Apparatus (SCBA) from Metro Fire Apparatus Specialists, Inc., through the Buy Board Contract #698-23 for a discounted unit price bid with an estimated expenditure amount of \$12,512.00.***

RES 2024-271

- C. ***Consider a Resolution authorizing the second amendment to Professional Services Agreement 18-115 with IEA, Inc. for additional professional engineering services as part of the Greenbriar Estates Water and Wastewater Improvements Project, in the amount of \$36,000.00, not exceeding a total contract amount of \$198,596.45.***

RES 2024-262

- D. ***Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Cintas Corporation No. 2 for fire protection services through The University of Nebraska Contract 001299 via OMNIA Partners for a one-year term, with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed \$329,030.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.***

RES 2024-268

- E. ***Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Trane US Inc. for HVAC products, installation, labor-based solutions, and related products and services through Racine County, Wisconsin Contract 3341 via OMNIA Partners for a one-year term, with the option to renew for up to four additional one-year terms, in an estimated contract amount not to exceed \$148,015.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.***

RES 2024-269

- F. ***Consider a Resolution authorizing the purchase of three vehicles from Silsbee Ford Fleet Group that will be used in support of the Police Department's Patrol Division, in the expenditure amount not to exceed \$216,913.95, with the additional purchase of upfitting cost to Axon in the expenditure amount not to exceed \$39,349.44; with the additional purchase of upfitting cost to Motorola in an amount not to exceed \$16,935.15.***

RES 2024-274

- G. ***Consider approval of Resolution 2024-275 for Professional Services Contract Number 24-76102 with Kimley-Horn and Associates, Inc. for dog park master planning services in an amount not to exceed \$75,000.00.***

RES 2024-275

Councilmember Don McBurnett made a motion to approve the consent agenda as stated, Mayor Pro Tem Jeremy Koontz 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 was taken as a result of the executive session.
- B. ***Election of Mayor Pro Tem for 2024-2025***

Councilmember McBurnett nominated Councilmember Koontz. Seconded by Councilmember Cherry-Brown.

Councilmember Don McBurnett made a motion to accept the nomination of Councilmember Koontz for Mayor Pro Tem, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 1 against (Mayor Pro Tem Jeremy Koontz).

- C. ***Discuss Regular City Council meeting dates for the remainder of 2024***
Presented by City Manager Finch.

Councilmember Don McBurnett made a motion to approve the item as stated, Mayor Pro Tem Jeremy Koontz seconded the motion. The vote was cast 7 for, 0 against.

- D. ***Council to discuss and deliberate proposed amendments to the Rules of Procedure.***
Presented by Assistant to City Manager David Kees. He reviewed the proposed amendments to the council's Rules of Procedure.

Mayor Pro Tem Jeremy Koontz made a motion to approve the item as stated, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against.

- E. ***Consider approval of Resolution 2024-281 establishing the Comprehensive Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***
Presented by Mr. Kees. He said staff will be interviewing three people for the committee. Mayor Contreras would like to limit the number of committee members to five or seven. Councilmember Gooden agreed and would like the committees to be comprised of three council members and four citizens. Councilmember Veracruz suggested we ask council members which of the committees they would like to serve on. Councilmember McBurnett requested to limit the committees to three council members and people from the district. Councilmember Koontz requested that a person from Planning and Zoning and Economic Development be added to the committee. Councilmember Gooden requested that a person who participated in the 2017 comprehensive plan also be part of the committee.

RES 2024-281

Councilmember Don McBurnett made a motion to approve Councilmembers Pennebaker, Cherry-Brown and Gooden for this committee, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against.

- F. ***Consider approval of Resolution 2024-279 establishing the Charles F. Ladd Nature Preserve Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***

RES 2024-279

Councilmember Don McBurnett made a motion to approve Councilmembers Veracruz, Koontz, and McBurnett for the committee, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

- G. ***Consider approval of Resolution 2024-280 establishing the Dog Park Master Plan Advisory Committee, defining the scope of work for said committee, and appointing committee members.***

RES 2024-280

Councilmember At-Large DeMonica Gooden made a motion to approve Councilmembers Veracruz, Koontz, and Pennebaker for this committee, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against.

- H. ***Consider a resolution authorizing approval of an incentive grant by the Duncanville Community & Economic Development Corporation (DCEDC) to Sharon's Loving Home Health Care, LLC, in an amount not to exceed***

\$6,473.35 for a building located at 436 North Main Street. Duncanville, Texas, 75137.

Presented by LoLecia Day. The owner, Chiquita Harris, was available to answer questions. Councilmember Koontz asked if this grant would be for the replacement of a sign. City Manager Finch stated the grant is for reimbursement of the sign because this item was not brought to the council before the grand opening.

RES 2024-259

Councilmember Don McBurnett made a motion to approve the item as stated, Mayor Pro Tem Jeremy Koontz seconded the motion. The vote was cast 7 for, 0 against.

6. STAFF AND BOARD REPORTS

A. *Council to receive a briefing on special events process, reorganizational structure into Economic Development.*

Presented by LoLecia Day.

B. *Receive a briefing presentation on the Texas A&M and USDA Forest Service Municipal Forester Grant*

Presented by Tyler Agee.

C. *Receive the Parks and Recreation Department Quarterly Report*

Presented by Parks and Recreation Director Bart Stevenson. Councilmember Koontz requested that more attention be paid to trails when using the bond funds.

D. *Receive the Fiscal Year 2023-2024 Second Quarter Investment Report as of March 31, 2024.*

Presented by Director of Finance and CFO Richard Jackson and Orlando Saenz with Valley View Consulting.

E. *Monthly Financial Report as of April 30, 2024*

Presented by Budget Administrator Jennifer Otey.

ADJOURNMENT

The meeting was adjourned at 10:28 p.m.

ATTEST:

CITY SECRETARY