

Duncanville City Council Meeting Minutes

Regular Meeting

Tuesday, August 5, 2025

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, August 5, 2025, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

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

COUNCIL ARRIVING AT:

COUNCIL ABSENT: Councilmember Joe Veracruz

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

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

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

Mayor Contreras adjourned the Briefing Session at 6:26 p.m. for City Council to convene into Executive Session.

A. *The City Council will receive a briefing on the schedule and next steps for adopting the City's Comprehensive Plan.*
Presented by ICM Abernethy.

B. *Briefing on amending the Council Rules of Procedure as it relates to the date for posting the city council meeting agendas.*
Presented by City Secretary Chiquita Taylor

C. *Discuss the possible addition of a lighted artistic sign for Armstrong Park.*
Moved the regular session item 6B.

D. *Briefing on key changes presented by the adoption of the 2021 Building and Fire Codes and the 2023 Electrical Code, along with associated changes to City Ordinances and the Fee Schedule for Planning and Building.*
Moved to a future meeting.

EXECUTIVE SESSION

The Executive Session was called into session at 6:27 p.m. and Mayor Contreras read the item into record.

The Council closed the Executive Session at 7:26 p.m.

- 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 east of Main Street, south of Camp Wisdom, north of Wintergreen, and west of Westmoreland; and to seek legal advice from City Attorney regarding such real property.***

2. ***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.***

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 7:32 p.m. with Mayor Contreras presiding.

Dr. Hugo Gallegos of 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 reported on attending a celebration and family reunion with the Nelson-Hall family at the Senior Center.

B. *Councilmembers' Reports*

Councilmember McBurnett reviewed upcoming events in Duncanville. Councilmember Koontz reported on events at the Recreation Center, including the Pickleball Camp for kids. He thanked the IT staff for their work in assisting both staff and council members. He also thanked Chief Stogner and Officer Arias for attending the Neighborhood Watch meeting in his neighborhood. He then asked for all to support the Duncanville Community Theater. Mayor Pro Tem Gooden thanked those attending the Comprehensive Plan meeting last week and Sister's Girl's restaurant for the dinner tonight. She reminded all that August 9th is the Mayor and Council's back-to-school fair from 1-3:00 PM at the Library.

C. *City Manager's Report.*

ICM Abernethy congratulated Captain James Leary on his promotion to Assistant Fire Chief. He thanked the Public Works Department for the hard work on addressing a streetlight outage at Wheatland and Cockrell Hill, and the Police Department and Public Information Office for handling the train issue this past weekend.

2. PROCLAMATIONS AND PRESENTATIONS

A. *Fifteen applicants from Duncanville's inaugural Arts Grant Award cycle have been invited to provide a brief 2-minute presentation to the City Council.*

Introductions were made by Communications and Marketing Administrator Alex Hamby. He noted a correction on the grant amounts to \$42,182.00.

3. CITIZENS' INPUT

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

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

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

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

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

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

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

Barbara Owens
1526 Natalie Ln
Hoarders

Wesley Jameson
1214 Lady Ln
Trash bins

Larry Barrett
1114 Govens Ln.
Temporary Short-Term Rentals

Amy Brewer
314 Van Rowe Ave.
Code Citations

4. **CONSENT AGENDA**

- A. *Consider the Minutes for the July 10, 2025, City Council Special Meeting.***
- B. *Consider a Resolution ordering a Charter Election to be held on the 4th day of November 2025, for the purpose of submitting propositions "A" through "L" to amend various sections of the Home Rule Charter.***

RES 2025-499

- C. *Consider an appointment to fill a vacancy on the Planning and Zoning Commission due to a resignation and the removal of a member from Keep Duncanville Beautiful.***

RES 2025-502

- D. *Consider a resolution authorizing a one-year contract for investment consulting services with Valley View Consulting, LLC, with an option to renew for up to three (3) additional years, with an estimated annual expenditure in the amount of \$50,000.***

Mayor Pro Tem Gooden asked is this item went out for a competitive bid since we have been with the company since 2003. She asked for a consensus of the council as to whether they would like to go out for a bid. Managing Director of Fiscal Services Richard Jackson stated that changing vendors is appropriate for audit purposes, but for investment services, this is more relationship-driven. Councilmember McBurnett agreed with Mr. Jackson, as this is about a different type of service.

RES 2025-508

- E. *Consider an Ordinance amending the FY 2024-2025 budget by appropriating fund balance resources and revenue received in the General, Utility, IT Replacement, and the One-Time Project Funds.***

ORD 2542

- F. *Consider a Resolution to approve the City of Duncanville entering into a twelve (12) month contract with The Cigna Group for employee and retiree medical and dental insurance.***

RES 2025-507

- G. ***Consider a Resolution authorizing the acquisition of internet services from The University of Texas at Austin - Office of Telecommunication Services through an interlocal cooperative contract in the estimated expenditure amount of \$36,000 for five (5) years. Fiscal year 2026 cost at \$6,712.68, and allowing for yearly increases.***

RES 2025-500

- H. ***Consider a Resolution authorizing the purchase of mobile computers from Baycom Inc. using the Texas Department of Information Resources (DIR) Contract DIR-CPO-5225 in the amount of \$68,071.***

RES 2025-503

- I. ***Consider Resolution 2025-510 Approving an Amendment of the Purchase and Sale Agreement with KKMD Investments, LLC, authorizing a 30-Day Extension of the Inspection Period and Additional Earnest Money in the Amount of \$10,000.00, for the commercial property located at 720 E. IH20.***

RES 2025-510

- J. ***Consider an Ordinance amending subsections (a), (b), (c), (e), (f), and (g), of Section 19-90, Maximum Limits in School Traffic Zones; Designation of School Traffic Zones," of Article V, "Speed Regulations," of Chapter 19, "Traffic," to modify the school zone flasher operation schedule for certain streets.***

ORD 2543

- K. ***Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with McMahon Contracting, LP for concrete paving services through City of Grand Prairie Contract 58634 for a one-year term with a renewal option for three additional one-year terms, in an estimated contract amount not to exceed \$2,077,088.10, subject to City Council appropriation.***

RES 2025-501

Councilmember Don McBurnett made a motion to approve the consent agenda, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

Item 1 - No action taken

Item 2 - extension of Interim City Manager for thirty days.

Councilmember Don McBurnett made a motion to approve a thirty-day extension of the Interim City Manager Richard Abernethy, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

APPROVED

- B. ***Consider Resolution 2025-504 approving the Tax Increment Financing (TIF) Reinvestment Zone No. 1 Annual Reports for fiscal years 2022 - 2024.***

Presented by Assistant Economic Development Director Marlon Goff. Councilmember Pennebaker thanked Mr. Goff and the board for their work.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Jeremy Koontz seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

RES 2025-504

- C. ***Consider Resolution 2025-509 authorizing a sole source procurement with Olsson Planning and Design for planning support services, in an***

amount not to exceed \$170,000, subject to the appropriation of funding by City Council.

Presented by Assistant City Manager - Community Mark Rauscher.

Mayor Pro Tem Gooden stated she was firm in disapproval of DCEDC funds being used for this item. She has concerns that there were no council resolutions presented and the agreements with Olsson say nothing about economic development work, only planning services. This is a budgetary overreach. Councilmember McBurnett stated he understands where Ms. Gooden is going with this. He deferred this to the City Attorney attending for Attorney Hager, Catessa Malone. She stated that she would need to do some research and get back to the council. Mr. McBurnett stated that as a city, we did incur these expenses. Mayor Contreras said he wanted to make sure we are not using DCEDC funds to bail out budgetary shortfalls.

Councilmember Karen Cherry-Brown made a motion to table the item, Councilmember Don McBurnett seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

TABLED

- D. Conduct a Public Hearing for Consideration and action regarding the request of Mario Riojas, the applicant and owner. The applicant is requesting approval of a Specific Use Permit to allow for the use of Short-Term Rental. The property is located at 209 North Royal Oak Drive, City of Duncanville, Dallas County, Texas, being part of Lot 2, Block 2 of Winona Gardens Addition No. 2, an addition to the City of Duncanville, Dallas County, Texas, according to the plat recorded in Volume 19, Page 275, Map Records, of Dallas County, Texas.**

Presented by Brennan Kane with Olsson Consulting representing the Planning Department.

Mayor Contreras opened the public hearing at 9:00 pm.

Spoke in support:

None

Spoke in opposition:

Vickie Chancellor

119 N. Royal Oak

Councilmember Don McBurnett made a motion to close the public hearing, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

Mayor Contreras closed the public hearing at 9:04 pm.

Mayor Contreras asked about the size and exits for an additional bedroom on the plans. Councilmember Koontz asked about the lack of density regulations for short-term rentals and if we know how many are in the neighborhood. Mr. Kane stated we have only gotten a handful of applications for short-term rentals in the city and does not have information on the size of the rooms and exits.

Councilmember Don McBurnett made a motion to approve the item with conditions of if more than three calls of disturbance, the SUP is revoked, and verification of the number and size of rooms, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 4 for, 2 against (Mayor Pro Tem DeMonica Gooden and Councilmember Jeremy Koontz), with Councilmember Joe Veracruz absent.

APPROVED

- E. Conduct a Public Hearing for consideration and action regarding the request of Oliverio Aguilar, Applicant, for a Specific Use Permit to allow for the use "Short-Term Rental" on real property located at 710 Valley Hill Road, City of Duncanville, Dallas County, Texas, Town and Country Estates Rep, Blk C, LT 7, more commonly known as Town and Country Estates.**

Presented by Brennan Kane. CM Cherry-Brown verified that this residence would not be owner occupied.

Mayor Contreras opened the public hearing at 9:23 pm.

Spoke in support:

None

Spoke in opposition:

Larry Barrett

1114 Govens Ln.

Councilmember Don McBurnett made a motion to close the public hearing, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 6 for, 0 against, with Councilmember Joe Veracruz absent.

Mayor Contreras closed the public hearing at 9:24 pm.

Councilmember Don McBurnett made a motion to approve the item as stated, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 2 for, 4 against (Mayor Pro Tem DeMonica Gooden, Councilmember Don McBurnett, Councilmember Jeremy Koontz, and Councilmember Karen Cherry-Brown), with Councilmember Joe Veracruz absent.

FAILED

- F. *Conduct a Public Hearing for consideration and action regarding the request of Noemia Lara, the applicant and owner. The applicant is requesting approval of a Specific Use Permit to allow for the use of Auto Repair and Services, Major. The property is located at Woodhaven Replat, Blk 2, Lot 8B, ACS 0.704, more commonly known as 508 East Red Bird Lane, City of Duncanville, Dallas County, Texas.***

Presented by Brennan Kane.

Mayor Contreras opened the public hearing at 9:31 pm.

Spoke in support:

Jason Latta (representing the applicant)

705 Bolder Green

Round Rock, TX

Spoke in opposition:

Susanna Weis

423 Woodhaven Blvd.

Councilmember Don McBurnett made a motion to close the public hearing, Councilmember Jeremy Koontz seconded the motion. The vote was cast 6 for, 0 against.

Mayor Contreras closed the public hearing at 9:38 pm.

Councilmember Pennebaker asked when the previous permit expired. Mr. Kane stated that the applicant has been working with the Planning department since 2024 to get the permit. He then asked if anyone is operating on the property currently. Mr. Lara stated the new tenant is waiting to occupy the space. Mr. Pennebaker then asked who would oversee the improvements to the property. Mr. Lara, the son of the applicant, along with his mother, would oversee improvements. Councilmember Koontz asked if they are currently operating. Mr. Kane stated that the previous tenant has moved out and the application has expired. There is a tenant wanting to occupy the space. Mayor Contreras asked about the need for a fire lane for fire trucks to be able to turn around. Mr. Kane stated that a sufficient fire lane has been added as one of the requirements for the SUP. Mayor Pro Tem Gooden asked about the storage of oils and other fluids in the business. Mr. Lara stated that the potential tenant does not use oil, as this is a major auto repair business or body shop. They would only be using paint and limited other fluids.

Councilmember Don McBurnett made a motion to table the item until the September 2nd city council meeting, Mayor Pro Tem DeMonica Gooden seconded the motion. The vote was cast 4 for, 2 against (Councilmember Jeremy Koontz and Councilmember Kyle Pennebaker), with Councilmember Joe Veracruz absent.

TABLED

6. STAFF AND BOARD REPORTS

- A. *Recap of the 2025 Independence Day Parade & Celebration***
Presented by Special Events Coordinator Devon Handley.
- B. *Discuss the possible addition of a lighted artistic sign for Armstrong Park.***
Presented by Parks and Recreation Director Bart Stevenson.
- C. *Monthly Financial Report as of June 30, 2025***
Presented by Budget Administrator Jennifer Otey.

ADJOURNMENT

The meeting was adjourned at 10:45 p.m.

ATTEST:

CITY SECRETARY