

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, November 16, 2021

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, November 16, 2021, at 6:00 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Mayor Pro Tem Patrick Harvey
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Mark D. Cooks
Councilmember Greg Contreras

COUNCIL ARRIVING AT: Councilmember Joe Veracruz – 6:03 p.m.

I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon read the item into record, and City Manager Ferrell-Benavides reviewed each item. Item 4H - approving the Interlocal Agreement between the City of Duncanville and Dallas County, to provide Food Establishment Inspections, with a minimum of two (one every six months). Mayor Gordon questioned that if we do not use the services, we have to pay. City Manager Ferrell-Benavides stated we pay as we go.

Item 4L was moved to Individual Consideration.

Item 4N and Item 5D are tabled.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. *Receive a follow-up presentation concerning the City of Duncanville's current "loud and raucous noise" ordinance (Ordinance 1794 § 1), relating to citizen quality of life, and obtain direction for the possibility of revamping or amending the ordinance in the future.*

Interim Chief of Police LiVigni presented the item. The City of Duncanville's Ordinance is broad enough for some allowance of discretion, while the Disorderly Conduct offense of the Texas Penal Code provides a very objective measure. Regardless of City Council's desire to keep the status quo or amend to some degree, an education campaign should begin concerning our noise ordinance.

Councilmember Contreras voiced his concerns on what is considered acceptable by each Officer, and it may not be consistent and feels the Ordinance is too broad.

Council asked staff to consider incorporating certain prohibitions and exceptions into the ordinance.

I.2.B. *Banking Below 30" and "Procurement for Minority/Women-owned Business Enterprise (MWBE) and Veterans.*

Item requested by Councilmember Cooks.

Item tabled.

I.2.C. *Discuss Annual City Council Calendar.*

Item was moved to after Individual Consideration.

Executive Session was moved until after Staff and Board Reports.

Mayor Gordon recessed the Briefing Session at 6:58 p.m.

II. EXECUTIVE SESSION

- II.1** ***“City Council shall convene into closed executive session pursuant to Section 551.076 of the Texas Government Code, to deliberate the deployment and implementation of security devices or personnel for Duncanville City Hall.”***

Item moved until after Executive Session.

III. 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 7:07 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Mayor Pro Tem Harvey

The Pledge of Allegiance and Texas Pledge was led by Mayor Gordon.

III.1. REPORTS

III.1.A. *Mayor's Report.*

Mayor Gordon invited all citizens to attend:

Coffee with the Mayor
December 1, 2021
Senior Center
8:30 a.m.

III.1.B. *Councilmembers' Reports*

Councilmember Cooks spoke on the Veterans Day event and stated Meet, Connect & Learn was canceled due to the holidays.

III.1.C. *City Manager's Report.*

City Manager Ferrell-Benavides invited all citizens to attend:
The Annual Christmas Parade and Tree Lighting
Saturday, December 4, 2021
6:00 p.m.

3rd Annual Turkey Blitz
Duncanville Fieldhouse
Monday, November 22, 2021
10:00 a.m.

III.2. PROCLAMATIONS AND PRESENTATIONS

III.2.A. *Recognition of Aretha Ferrell-Benavides on being selected for the 2021 Class of Academy Fellows by The National Academy of Public Administration.*

Rita Cooks presented the award to City Manager Ferrell-Benavides.

III.2.B. *Recognition of the Mayor's Champions of the City.*

Mayor Gordon recognized Ken and Pat Weaver.

III.2.C. *Presentation of the Keep Duncanville Beautiful November 2021 Business Beautification Award Plaque and Proclamation to Champions Cove located at 1600 S. Main Street.*

Mayor Gordon read the Proclamation.

III.2.D. *Proclamation designating November 6, 2021 as "Arbor Day" in Duncanville.*

Councilmember McBurnett presented the proclamation.

III.2.E. *Proclamation recognizing November, 2021 as Native American Heritage Month.*

Councilmember Cooks presented the proclamation.

III.2.F. *Proclamation designating November 27, 2021, as "Small Business Saturday".*

Councilmember Koontz presented the proclamation.

III.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”

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.

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

Marci Buck, 1310 Green Hills Rd. – spoke a comment on the Ladd Property.

E.J. Sharp, 402 Swan Ridge – spoke on Ten Mile Creek.

J. Reece Edwards, 226 Mizell St. – spoke on the Ladd Property and yard maintenance and Code Enforcement.

John Wentz, 402 Cardinal Creek – spoke on the Ladd Property.

Jan Hyman, 1002 Greenway Circle – submitted a comment on the Ladd Property.

Betty Taylor – submitted a comment on the Ladd Property.

JF Davis – submitted a comment on opposition to an AirBnB in Greenbriar.

Thomas Lackey – submitted a comment on the Ladd Property.

Wendy King – submitted a comment on the Ladd Property.

Dr. Melinda J. Velez – submitted a comment on the Ladd Property.

Robert Crawford – submitted a comment on the Ladd Property.

Sherry Sanders, 723 Villa Creek – submitted a comment on the Ladd Property.

Myra Lummus – submitted a comment on the Ladd Property.

Lisa Hartman – submitted a comment on the Ladd Property.

Denise Wynn – submitted a comment on the Ladd Property.

Kadeem Collins – submitted a comment on the Ladd Property.

Ernest Sharp, 402 Swan Ridge Dr. – submitted a comment on Ten Mile Creek.

Patricia Ebert, 115 South Greenstone Lane – submitted a comment on Item 4E.

Alyce Rodriguez, 1207 Wellington Drive – submitted a comment on the Ladd Property.

III.4. CONSENT AGENDA

Mayor Gordon requested that City Secretary Kristin Downs read the Consent Agenda Items.

III.4.A. *Consider a Resolution authorizing the fourth renewal option with Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service, using the City of Grapevine contract #454-2017, for tree maintenance services for an estimated amount up to \$85,000.00. All other pricing, terms, and conditions of Contract 454-2017 remain unchanged.*

- III.4.B. *Consider a Resolution approving the terms and conditions of an Interlocal Agreement by and between City of Duncanville and Region 8 Education Service Center through a program known as the Interlocal Purchasing System (TIPS).*
- III.4.C. *Consider a Resolution authorizing purchase of Library Materials (Books) from Brodart Company through the COOP Texas SmartBuy contract #715-M2, with an estimated expenditure amount of \$65,000.00.*
- III.4.D. *Consider a Resolution authorizing the annual procurement for the senior meal program with Visiting Nurse Association of Texas, using interlocal cooperative contract with the City of Grand Prairie contract #17124, with an estimated amount of \$200,000.00 for the FY 2022.*
- III.4.E. *Consider a Resolution authorizing the terms and conditions of professional services agreement PSA #21-052 for Interim Finance Director services, in an amount not to exceed \$53,000.00 with Strategic Government Resources.*
- III.4.F. *Consider a Resolution authorizing the procurement of water bill printing and mailing services with DataProse, LLC, in the unit amounts bid through the City of Allen contract #2019-6-61 with an annual estimated expenditure of \$119,000.*
- III.4.G. *Consider a Resolution authorizing the purchase of Emergency Medical Supplies from Bound Tree Medical Products, Inc., through the City of Midlothian Contract 2020-28 for the unit price bid with an estimated expenditure amount of \$75,000.00.*
- III.4.H. *Consider a Resolution approving the Interlocal Agreement between the City of Duncanville and Dallas County, to provide Food Establishment Inspections, with a minimum of two (one every six months) .*
- III.4.I. *Consider a Resolution approving the terms and conditions of Professional Engineering Services Agreement PSA-21-3220011 for Engineering Consulting Services Design of Ten Mile Creek Erosion Control Improvements with Burgess & Niple, Inc., in the proposed amount of \$165,060.00.*
- III.4.J. *Consider a Resolution authorizing the third renewal of the term contract for IFB #18-052 Street Sweeping Services from Sweeping Services of Texas, Operating L.P. of Hurst, Texas, with an estimated expenditure amount of \$86,000.00*
- III.4.K. *Consider a Resolution awarding a bid and approving a contract for the purchase of Security System Cabling, IP Cameras, and related equipment from VTI Security, through the State of Minnesota Cooperative Purchase Contract Number 93104 with Current Amendment No. 04 in an amount not to exceed \$125,501.36.*
- III.4.L. *Consider a Resolution approving a Grant of Hotel Occupancy Tax in the amount of \$45,000.00 to the Duncanville Lions Club to directly enhance and promote tourism and the hotel industry*
Item moved to Individual Consideration.
- III.4.M. *Consider a Resolution approving a Grant of Hotel Occupancy tax in the amount of \$50,000 to the Great American Shoot-Out (GASO) to directly enhance and promote tourism and the hotel industry.*
- III.4.N. *Consider Resolution approving a Grant of Hotel Occupancy Tax in the amount of \$18,000.00 to the Duncanville Chamber of Commerce to directly enhance and promote tourism and the Hotel Industry; conditional upon approval in the FY 21-22 Budget.*
Item tabled until the December 7, 2021 City Council Regular Meeting.
- III.4.O. *Consider an Ordinance amending the Master Fee Schedule for the Fiscal Year 2021-2022 as shown in Exhibit A.*
- III.4.P. *Consider a Resolution approving a Grant of Hotel Occupancy Tax in the amount of \$45,000.00 to the Duncanville Lions Club to directly enhance and promote tourism and the hotel industry*

{Item 4L was moved to Individual Consideration.}

{Item 4N was tabled until the December 7, 2021
City Council Regular Meeting.}

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

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. *Conduct a Public Hearing (2021-25) to consider adoption of an ordinance to grant a Specific Use Permit “SUP” to allow for Drive-Thru on the SFW-Fair North Addition, Block A, Lot 1, Approximately 1.87 acres, more commonly known as 511 E Camp Wisdom Road, City of Duncanville, Dallas County, Texas; and more particularly described in Exhibit A, providing for special conditions, and providing an effective date.***
City Planner Thibodeaux presented the item.

Request:

Keara Taylor, applicant, representing Saul Waranch, Owner, are requesting approval of a Specific Use Permit “SUP” for a drive-thru on approximately 1.869 acres, more commonly known as 511 East Camp Wisdom Road City of Duncanville, Dallas County, Texas.

Project Scope:

- Request to allow a drive-thru to be used in conjunction with a snow cone shop.
- The site has an existing area for a drive-thru that was previously used in conjunction with an ice vending kiosk.
- The use of the drive-thru has been abandoned and requires approval of the requested SUP.
- Site parking and stacking requirements are in conformance with relative standards.

Comprehensive Plan:

- Future Land Use Plan Map designates property within Opportunity Area 6.
- The plan recognizes Area 6 as “a significant northern gateway into downtown.”
- The plan envisions upscale retail/commercial and entertainment uses.
- The plan notes there are “several underutilized parcels.” This request involves the reuse of an area of one of these types of parcels.

Notification:

Eleven (11) notices were sent out for this public hearing. As of this today, no responses have been received for or against the item.

Planning & Zoning Recommendation:

At the October 25, 2021, Planning & Zoning Commission Meeting, the Commission recommended approval of the requested SUP by unanimous vote with no additional conditions.

Mayor Gordon opened the Public Hearing at 8:10 p.m.

In favor:
No one spoke.

Opposed:
No one spoke.

Councilmember Mark D. Cooks made a motion to close the Public Hearing, Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Item passed.

Mayor Gordon closed the Public Hearing at 8:11 p.m.

Councilmember Greg Contreras made a motion to approve the item as stated, Councilmember Mark D. Cooks seconded the motion. The vote was cast 6 for, 1 against (Councilmember Jeremy Koontz).

III.5.B. *Conduct a Public Hearing (2021-26) and consider an ordinance to grant a Specific Use Permit “SUP”, approximately 0.99 acre, more commonly known as 608 E. Highway 67, City of Duncanville, Dallas County, Texas as described in Exhibit A; providing for special conditions and providing for an effective date.*

City Planner Thibodeaux presented the item.

Request:

Paul Pihlstrom, applicant, representing Angelo Thompson, owner, is requesting to include a Specific Use Permit “SUP” to allow for the use of Commercial, General on Torres Taxidermy, Block 1, Lot 1, approximately 0.99 acres, more commonly known as 608 East Red Bird Lane, City of Duncanville, Dallas County, Texas.

Project Scope:

- Request to allow for the use of Commercial, General.
- Use was misclassified by staff in the review phase of the Certificate of Occupancy (CO) back in August of 2020.
- CO was issued by Building Official in May of 2021 after several required site improvements passed inspection.

Comprehensive Plan:

- Future Land Use Plan Map designates property within Opportunity Area 2.
- Plan recognizes Area 2 as “a key gateway into the City.”
- Plan envisions “high quality interstate/highway commercial development along US 67.”
- Request involves the reuse of the existing structure and site improvements on the subject property.

Notification:

Seven (7) notices were sent out for this public hearing. As of this today, no responses have been received for or against the item. However, a petition has been received from neighboring properties (copies have been provided to the commission).

Planning & Zoning Recommendation:

At the October 25, 2021, Planning & Zoning Commission Meeting, the Commission recommended approval of the requested SUP by a vote of 4-2 with the following condition:

1. The SUP shall be renewed after five (5) years following the adoption of the SUP Ordinance.

Mayor Gordon opened the Public Hearing at 8:16 p.m.

In favor:

Jennifer Pihlstrom – spoke on the business.

Councilmember Contreras questioned if the vehicles are considered outdoor storage.

Ms. Pihlstrom stated the vehicles are only parked over night and on the weekends. The products are dropped directly to the customers and not store at their location.

Mr. Pihlstrom, owner stated all vehicles are gone during the day.

Opposed:

Gary Burt, 602 HWY 67 – spoke.

Lemesa Logan, 1107 Cockrell Hill.

Clayton Logan, 1411 S. Cockrell Hill.

Randy Wayne, 706 HWY 67.

Mayor Pro Tem Patrick Harvey made a motion to close the Public Hearing, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Item passed.

Mayor Gordon closed the Public Hearing at 8:30 p.m.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 2 for, 5 against (Mayor Pro Tem Patrick Harvey, Councilmember Joe Veracruz, Councilmember Jeremy Koontz, Councilmember Mark D. Cooks, and Councilmember Greg Contreras). Item failed.

III.5.C. *Conduct a Public Hearing (2021-27) to consider adoption of an ordinance to grant a Specific Use Permit “SUP” to allow for Print Shop on approximately 0.14 acre of real property located at 1310 S. Main St. City of Duncanville, Dallas County, Texas; and more particularly described in Exhibit A, providing for special conditions, and providing an effective date.*

City Planner Thibodeaux presented the item.

Request:

Jeffrey Christman, applicant and owner has requested to include a Specific Use Permit “SUP” to allow for the use of Print Shop on The Chapman Addition, Lot 5, approximately 0.14 acre, more commonly known as 1310 South Main Street, City of Duncanville, Dallas County, Texas.

Project Scope:

- Request to allow for use of Print Shop.
- Subject property formerly used as a sign manufacturing business.
- Site intended to be reused “as is” with no proposed structural or site improvements.
- Existing parking is in conformance with requirement associated with proposed print shop.

Comprehensive Plan:

- Future Land Use Plan Map designates property within the Main Street District.
- Plan recognizes the District as being “a mixed-use activity hub, but more auto-oriented.”
- Plan envisions “high quality commercial...to capitalize on the Fieldhouse.”
- Print shops provide goods and services such as customizing athletic apparel and other personalized items.

Notification:

Twenty-two (22) notices were sent out for this public hearing. As of today, one response has been received in favor of the item.

Planning & Zoning Recommendation:

At the October 25, 2021, Planning & Zoning Commission Meeting, the Commission recommended approval of the requested SUP by unanimous vote with no additional conditions.

Mayor Gordon opened the Public Hearing at 8:41 p.m.

In favor:

Jeffrey Christman, applicant – spoke on the business.

Opposed:

No one spoke.

Mayor Pro Tem Patrick Harvey made a motion to close the Public Hearing, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against. Item passed.

Mayor Gordon closed the Public Hearing at 8:43 p.m.

Mayor Pro Tem Patrick Harvey made a motion to approve the item as stated, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.D. Consider a Resolution casting the City Council of the City of Duncanville's vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).

Item pulled until the December 7, 2021 Regular City Council Meeting.

III.5.E. Consider appointments to various Boards and Commissions including Board of Adjustment, Duncanville Community and Economic Development Corporation Board (DCEDC), Keep Duncanville Beautiful Board, Library Advisory Board, Sign Control Board and the TIF (Tax Increment Financing Reinvestment Zone Number One).

City Secretary Downs read the appointed names.

Sign Control Board	
Karen Cherry	November 2021-2022
Steve Corley	November 2021-2023
Nichelle Barabin	November 2021-2023

DCEDC	
Kadeem Collins	November 2021-2022

Zoning Board of Adjustment	
LaVaughn Washington	November 2021-2023
Greg Zylka	November 2021-2023

Library Advisory Board	
Erika Browning	November 2021-2023
Katherine Reeves	November 2021-2023

KDB	
Liz Smith	November 2021-2023
Jim Gilbert	November 2021-2023
Gale Sliger	November 2021-2023

TIF	
Chad Beach	November 2021-2023

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Greg Contreras seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.F. Consider an Ordinance creating Classified Positions under Civil Service in the Police and Fire Departments; providing for a Pay Scale under Civil Service.

HR Director Siegel and Interim Police Chief LiVigni presented the item.

CLASSIFIED POSITIONS UNDER CIVIL SERVICE

• **Section 1.** The classified positions under Civil Service in the Police Department shall be as follows:

- P1 Assistant Chief (appointed) 2
- P2 Police Lieutenant 5
- P3 Police Sergeant 6
- P4 Police Patrol Officer 48

• **Section 2.** The classified positions under Civil Service in the Fire Department shall be as follows:

- F1 Assistant Fire Chief (appointed) 1
- F2 Division Chief – EMS 1
- F3 Battalion Chief 3
- F3 Fire Marshal/Battalion Chief 1
- F4 Fire Captain 6
- F5 Fire Engineer 6
- F6 Fire Fighter 33

The annual pay scale for each of the above-captioned classified positions shall be as follows:

POLICE DEPARTMENT Time in Position with Duncanville

		START	1 YR	2 YR	3 YR	4 YR	5 YR	6 YR
P1	Assistant Police Chief	\$ 119,913	\$ 124,912	\$ 129,911	\$ 134,909			
P2	Police Lieutenant	\$ 97,840	\$ 101,619	\$ 105,399	\$ 109,178			
P3	Police Sergeant	\$ 85,482	\$ 87,357	\$ 91,273	\$ 94,166			
P4	Police Officer (No Previous Experience)	\$ 60,979	\$ 63,442	\$ 65,900	\$ 68,360	\$ 70,819	\$ 73,278	\$ 78,023
P4	Police Officer (1 year Credited Previous Experience)	\$ 63,442	\$ 63,442	\$ 65,900	\$ 68,360	\$ 70,819	\$ 73,278	\$ 78,023
P4	Police Officer (2 year Credited Previous Experience)	\$ 65,900	\$ 65,900	\$ 65,900	\$ 68,360	\$ 70,819	\$ 73,278	\$ 78,023
P4	Police Officer (3 year Credited Previous Experience)	\$ 68,360	\$ 68,360	\$ 68,360	\$ 68,360	\$ 70,819	\$ 73,278	\$ 78,023
P4	Police Officer (4 year Credited Previous Experience)	\$ 70,819	\$ 70,819	\$ 70,819	\$ 70,819	\$ 70,819	\$ 73,278	\$ 78,023
P4	Police Officer (5 year Credited Previous Experience)	\$ 73,278	\$ 73,278	\$ 73,278	\$ 73,278	\$ 73,278	\$ 73,278	\$ 78,023

The annual pay scale for each of the above-captioned classified positions shall be as follows:

FIRE DEPARTMENT Time in Position with Duncanville

		START	1 YR	2 YR	3 YR	4 YR	5 YR	6 YR
F1	Assistant Fire Chief	\$ 121,795	\$ 126,031	\$ 130,267	\$ 134,504			
F2	Division Chief - EMS	\$ 113,700	\$ 118,249					
F3	Battalion Chief	\$ 99,565	\$ 103,172	\$ 106,781	\$ 110,387			
F3	Fire Marshal Battalion Chief	\$ 99,565	\$ 103,172	\$ 106,781	\$ 110,387			
F4	Fire Captain	\$ 87,106	\$ 90,268	\$ 93,428	\$ 96,590			
F5	Fire Engineer	\$ 78,553	\$ 80,468	\$ 82,382	\$ 84,311			
F6	Firefighter (No Previous Experience)	\$ 61,014	\$ 62,943	\$ 64,873	\$ 66,804	\$ 68,734	\$ 70,664	\$ 75,898
F6	Firefighter (1 year Credited Previous Experience)	\$ 62,943	\$ 62,943	\$ 64,873	\$ 66,804	\$ 68,734	\$ 70,664	\$ 75,898
F6	Firefighter (2 year Credited Previous Experience)	\$ 64,873	\$ 64,873	\$ 64,873	\$ 66,804	\$ 68,734	\$ 70,664	\$ 75,898
F6	Firefighter (3 year Credited Previous Experience)	\$ 66,804	\$ 66,804	\$ 66,804	\$ 66,804	\$ 68,734	\$ 70,664	\$ 75,898
F6	Firefighter (4 year Credited Previous Experience)	\$ 68,734	\$ 68,734	\$ 68,734	\$ 68,734	\$ 68,734	\$ 70,664	\$ 75,898
F6	Firefighter (5 year Credited Previous Experience)	\$ 70,664	\$ 70,664	\$ 70,664	\$ 70,664	\$ 70,664	\$ 70,664	\$ 75,898

Best Southwest Cities’ Police Department Staffing

BEST SOUTHWEST CITIES' POLICE DEPARTMENT STAFFING LEVELS

	CEDAR HILL	DESOTO	DUNCANVILLE	LANCASTER
AUTHORIZED SWORN	71*	80	60	66
ACTUAL SWORN	70	73	56	56
SWORN POSITIONS CAPT - ASST CHIEF	3	3	1	2
% OF EXEC-LEVEL POSITIONS OF AUTHORIZED SWORN	4.16%	3.75%	1.66%	3.03%
POPULATION	49,148	56,145	40,706	41,275

*Authorized to hire to over authorized sworn staffing to account for lengthy training time of most new hires

Why needed?

- Police departments are typically a city's largest department
 - A police officer is usually the most visible government official citizens encounter in their daily lives
 - Police officers have a vast amount of discretion
 - Police departments are tasked with such a wide variety of issues
- Provides more efficient and timely oversight across all areas of the department
- Avoids burn out of one individual through which daily operations for the entire department run
- Places our department in-line with other area departments in doing so
- Provides another level of promotion within the department (retention)

Councilmember Mark D. Cooks made a motion to approve the item as stated, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.G. ***Consider an Ordinance amending Chapter 12 (Miscellaneous Offenses and Provisions); by adding Article XXVI (Mobile Food Vendors and Food Trucks).***

City Planner Thibodeaux presented the item.

The proposed ordinance consists of the following:

- Requirements for all Mobile Food Vendors.
- Performance standards for vendors operating on private property and construction sites.
- Application requirements.
- Permitting fees and language for permit revocation and appeal.
- Inspection requirements.

Councilmember Cooks requested that the food trucks food scores are posted and visible for citizens.

Councilmember Greg Contreras made a motion to approve the item as stated, Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.H. ***Consider a Resolution supporting and adopting the City of Duncanville Investment Policy.***

Tim Panon, Valley View Consulting, presented the report.

Public Funds Investment Act (PFIA)

- The governing body of an investing entity **shall adopt** by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control.
- The governing body of an investing entity shall review its investment policy and investment strategies **not less than annually**. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies. The adopted, written instrument shall record any changes made to the investment policy or investment strategies.

Investment Policy Review and Adoption

- Contains minor wording changes
- Some minor modifications include, but are not limited to:

Changes to Section 5 regarding investment responsibility and delegation of authority

Deletion of a paragraph in Section 7 regarding diversification

Substitution of the words "City" for "Investment Officer" in Section 6.1.5 to comply with PFIA

- Other Changes:

Only fully collateralized direct repurchase agreements with the City's **Bank Primary** Depository are authorized City investments.

Page 9 – Sections on Investment Strategy deleted and moved to Attachment A

Page 12 – Title changes from Director of Finance-to-Finance Director.

Attachment A - Historical market “spreads” between the bid and offer prices of a particular security type of less than **a quarter of a percentage point ten basis points** will define an efficient secondary market. (4 occurrences in Attachment A)

- Changes Continued...

Page 10, Section 10:

10. **SAFEKEEPING AND COLLATERALIZATION**

10.1 **Safekeeping and Collateralization.** All securities owned by the City shall be held by a third-party safekeeping agent selected by the City. The collateral for ~~bank~~ **financial institution** deposits will be held and pledged to the City in the ~~bank's institution's~~ trust department, in a Federal Reserve Bank account in an account in the City's name, or a third-party ~~custodian~~**bank**, at the City's discretion. ~~Original safekeeping Pledge~~ receipts shall be obtained and held by the City. ~~The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure uninsured deposits.~~

Overall Investment Policy is in good shape, only needing minor adjustments to keep it up to date with current PFIA standards and evolving terminology.

Council requested the item be tabled until the December 7, 2021 Regular City Council meeting for Staff to make changes.

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

Item 6C was moved.

III.6.C. *Receive the Fiscal Year 2021 Fourth Quarter Investment Report as of September 30, 2021.*

Tim Panon, Valley View Consulting presented the Investment Report.

III.4.L. *Consider a Resolution approving a Grant of Hotel Occupancy Tax in the amount of \$45,000.00 to the Duncanville Lions Club to directly enhance and promote tourism and the hotel industry*

Councilmember Contreras requested to increase the original amount of \$45,000.00 to \$48,000.00.

Councilmember Cooks requested the organizer provide an addendum to Staff and Council next time.

Councilmember Greg Contreras made a motion to approve the item with an increase to \$48,000.00, Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Item passed.

I.2.C. *Discuss Annual City Council Calendar.*

City Secretary Downs presented the item.

Council concluded.

- November 30, 2021 – Special Meeting on Redistricting
- December 7, 2021 – A Public Hearing for the citizens on Redistricting

Mayor Gordon stated Item 4N would be tabled until the December 7, 2021 Regular City Council Meeting.

Councilmember Mark D. Cooks made a motion to approve the item as stated, Mayor Pro Tem Patrick Harvey seconded the motion. The vote was cast 6 for, 1 against (Councilmember Don McBurnett). Item tabled.

III.5.I. Take any necessary action as a result of the Executive Session.

Item moved until after Staff and Board Reports.

III.6. STAFF AND BOARD REPORTS

III.6.A. Receive the 2021 Comprehensive Plan Annual Report.

City Planner Thibodeaux presented the item.

III.6.C. Receive the Fiscal Year 2021 Fourth Quarter Investment Report as of September 30, 2021.

Item moved after Item 5H.

Mayor Gordon recessed Regular Session for Council to move into Executive Session at 10:22 p.m.

II. EXECUTIVE SESSION

The Executive Session was called into session at 10:28 p.m. and City Attorney Hager read the item into record.

II.1 "City Council shall convene into closed executive session pursuant to Section 551.076 of the Texas Government Code, to deliberate the deployment and implementation of security devices or personnel for Duncanville City Hall."

The Council closed the Executive Session at 10:47 p.m.

Mayor Gordon reconvened Regular Session at 10:48 p.m.

III.5.I. Take any necessary action as a result of the Executive Session.

No action taken.

IV. ADJOURNMENT

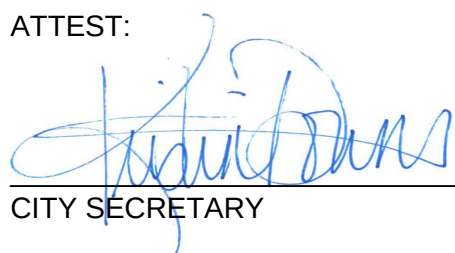
The meeting was adjourned at 10:48 p.m.

APPROVED:



MAYOR

ATTEST:



CITY SECRETARY