

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, December 3, 2024

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, December 3, 2024, at 6:02 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
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

Mayor Contreras adjourned the Briefing Session at 6:59 p.m. for City Council to convene into Executive Session.

A. *Council to receive a briefing from a representative from Oncor about power outages at City Hall.*

Presented by Kenneth Govan with Oncor.

B. *Council to receive a briefing from Library System Services for third-party operation of the Duncanville Public Library.*

Presented by Todd Frager with Library System Services.

C. *Matrix Consulting Group Presentation on Police and Fire Staffing Analysis.*

Presented by Matrix Consulting Group.

D. *Council to receive a briefing on Pyburn Park Speeding Analysis.*

Presented by Police Chief Matt Stogner.

EXECUTIVE SESSION

The Executive Session was called into session at 7:00 p.m. and Mayor Contreras read the item into the record.

The Council recessed the Executive Session at 7:16 p.m.

Mayor Contreras reconvened the Executive Session at 9:30 p.m.

The Council closed the Executive Session at 10:31 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.***

2. ***City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to deliberate the sale, exchange, lease, purchase, or value of certain real property located east of Clark Rd., south of Ranchero Ln., west of US Highway 67, and north of Wintergreen Rd., and pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney regarding the same.***

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 7:23 p.m. with Mayor Contreras presiding.

Mayor Pro Tem Koontz delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

1. REPORTS

A. *Mayor's Report.*

Mayor Contreras spoke about the Comprehensive Plan Meeting and thanked those who participated. He commended the First Christian Church on their gospel concert. Mayor Contreras then acknowledged the outgoing Streets Superintendent Kelley McChesney and congratulated her on her recent retirement.

B. *Councilmembers' Reports*

Councilmember McBurnett spoke about community events and congratulated the Duncanville Panthers for moving forward in the playoffs. Councilmember Gooden spoke on the Comprehensive Plan Workshop and encouraged citizens to participate in the survey by providing input. Councilmember Pennebaker encouraged citizens to participate in the Comp Plan Survey.

C. *City Manager's Report.*

Mr. Finch requested a time extension.

Councilmember Don McBurnett made a motion to approve an extension of his time, Councilmember At-Large DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

Mr. Finch gave the times of the events for the December 6th Holiday in the Park event. He then stated the financial report was moved to the second meeting in the month due to the Thanksgiving Holiday and yielded the remainder of his time to Police Chief Matt Stogner. Chief Stogner introduced Officer Hankins and our newest K-9 officer, Officer Jack. He reported on K-9 body armor program to get body armor for K-9 officers. He then acknowledged today marks the 45th anniversary of the loss of Duncanville officers Hobden and Poe.

2. PROCLAMATIONS AND PRESENTATIONS

A. *Presentation of the Keep Duncanville Beautiful Winter 2024 Business Beautification Award Plaque and Proclamation to Gahwena Coffee Station located at 711 S. Main St.*

Read by Assistant Parks Director Tyler Agee.

B. *Recognition of Keep Duncanville Beautiful Winter 2024 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:

Karen Trapp
1214 Morning Dove Drive
Library

Richard Teitelbaum
1626 Shannon Drive
Library, Daniieldale bike lane

Janice Davis
702 Sherrill Blvd
Library

Denise Hovland (did not speak)
1207 Casa Grande Pl
Library

Teddi Williams (did not speak/email)
866 Astaire Ave.
Pyburn Park speeding

Tangya Benson
813 Link Dr. #47
Fitness Room

Mark Graham
410 Santa Fe Trail
Arts

Estella Trostle (email)
807 N. Casa Grande Cir
Library

Julie Calcote (email)
1406 W. Ridge
Library

Tamika Brown (email)
902 Gable
Beautification

Laura Crum (email)
706 Adams Dr.
Library

Bethany Crum (email)
706 Adams Dr.
Library

Wendy Payton (email)
1311 Jungle Dr.
Library

Melissa Niles (email)
Library

4. **CONSENT AGENDA**

- A. *Consider a Resolution authorizing the annual procurement of senior meal program services with Visiting Nurse Association of Texas, in the unit amount bid through the City of Grand Prairie cooperative purchasing agreement #22140 with an annual estimated expenditure amount of \$100,000.00.***

RES 2024-368

- B. *Consider a Resolution authorizing a contract amendment to increase the amount expenditure by \$18,200.00 to an annual procurement of \$93,200.00 for the senior meal program services with visiting Nurse Association of Texas, in the unit amount bid through the City of Grand Prairie cooperative purchasing agreement #22140.***

RES 2024-367

- C. *Consider Resolution 2024-376 authorizing purchase of cardio fitness equipment from Marathon Fitness, through BuyBoard Contract #665-22, and authorizing staff to negotiate the related five year lease-purchase finance agreement with Municipal Asset Management, Inc. for a total estimated expenditure amount of \$113,975.40.***

RES 2024-376

- D. *Consider Resolution 2024-377 approving Construction Manager at Risk Contract #22-0009 with Dean Construction for Harrington Park improvements for an estimated cost of \$4,056,859.78***

RES 2024-377

- E. *Authorization to Approve Work-Based Learning Partnership Agreement with Duncanville Independent School District (DISD)***

RES 2024-365

- F. *Consider a Resolution ratifying the purchase of an emergency generator for the City of Duncanville City Hall/Police Department Municipal Building from Fort Worth Electric in an expenditure amount of \$362,860.00 and authorizing an appropriation of \$36,286.00 for a project contingency for the execution of future change orders not exceeding a total amount of \$399,146.00.***

RES 2024-351

- G. *Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with UniFirst Corporation for uniform and facility products rental through Sourcewell Contract #011124-UFC 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 \$86,199.00 over the five years, subject to the exercise of contract renewal and City Council appropriation.***

RES 2024-375

- H. ***Consider a Resolution authorizing a month to month agreement with McCreary, Veselka, Bragg, and Allen, P.C (MVBA) for the continuance of collection services for Municipal Court while proposals can be solicited for those services during FY2025.***

RES 2024-386

Councilmember Don McBurnett made a motion to approve the consent agenda, 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 taken.

- B. ***Consider a resolution casting the City of Duncanville's 15 votes for a member of the Board of Directors of the Dallas Central Appraisal District.***

Presented by Interim Assistant City Manager-Community David Kees.

Councilmember Karen Cherry-Brown made a motion to approve the item casting eight votes for Cassandra Phillips and seven votes for Clyde C. Hairston, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 7 for, 0 against.

RES 2024-382

- C. ***Consider a resolution approving a contract with Hunden Partners for a feasibility analysis of the duncanville fieldhouse, facilitating a request for proposals for third-party operations, and authorizing Hunden Partners to provide a review of third-party proposals received through the RFP process, and authorizing an expenditure of hotel occupancy funds in an amount not to exceed \$140,000.00.***

Presented by David Kees and City Manager Finch.

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.

RES 2024-383

- D. ***Request the use of Hotel Occupancy Tax Funds to purchase a Fire Dept. EMS Response Cart for Special Events***

Presented by Economic Development Director Victor Barrera and Assistant Fire Chief Greg Chase. Councilmember Veracruz commented on the efficiency of this type of vehicle at special events.

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.

APPROVED

- E. ***Consider a Resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to North Texas Care Clinic in an amount not to exceed \$98,585.67 for a building located at 726 S Cockrell Hill Rd. Duncanville, Texas 75137.***

Presented by Victor Barrera. Applicant Dr. Kelly Randle gave information about the clinic and the purpose of the grant. Dr. Randle stated there was unexpected damage from mold and heavy roof damage. Councilmember Gooden stated she appreciated the work being done on the building in order to stay in Duncanville.

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

6. STAFF AND BOARD REPORTS

- A. *Council to receive a briefing from the Duncanville Police Department on the revised Chapter Four—Animals and Fowl City Ordinance to comply with state legislation changes and best practices, Council discussion on the proposed changes, and direction if needed.***

Presented by Assistant Police Chief Ron Wilcots and Animal Control Officer Chad Chamberlain.

- B. *Receive the Parks and Recreation Department Quarterly Report***

Presented by Bart Stevenson.

Mayor Contreras recessed the regular session at 9:26 p.m. to reconvene into Executive Session.

The council reconvened into the regular session at 10:32 p.m.

ADJOURNMENT

The meeting was adjourned at 10:32 p.m.

ATTEST:

CITY SECRETARY