



**Duncanville City Council  
Regular Meeting Agenda**  
City Council Briefing Room and City Council Chamber  
Duncanville City Hall, 203 E. Wheatland Road  
Duncanville, TX 75166  
(972) 780-5017

**Tuesday, May 19, 2026**  
5:00 PM - Work Session/Briefing  
7:00 PM - Regular Session

**or immediately following the 5:00 PM Work Session/Briefing**

The Duncanville City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-780-5017 or email [city.secretary@duncanvilletx.gov](mailto:city.secretary@duncanvilletx.gov) at least three (3) business days prior to the scheduled meeting to request accommodation.

**As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.**

**Pursuant to Texas Government Code 551.127, one or more members of the governing body may appear via videoconference call. The presiding officer and a quorum of the City Council must be physically present at the above stated location.**

**The City of Duncanville reserves the right to reconvene, recess or align the Regular Session or called Executive Session or order of business at any time prior to adjournment at the direction and agreement of Mayor and Council.**

This is an open meeting conducted in-person and will be broadcast by website and social media channels.

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

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

To speak during public comments, please complete a comment card and give it to the receptionist before the regular session.

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

- Submit a comment by 3:00 PM on Tuesday, May 19, 2026.
- Email [city.secretary@duncanvilletx.gov](mailto:city.secretary@duncanvilletx.gov)
- Email title: Public Comment – Tuesday, May 19, 2026.
- First Name, Last Name, and Address

## **WORK SESSION / BRIEFING**

### **1. DISCUSS AGENDA ITEMS**

### **2. CITY COUNCIL CALENDAR**

A. May 2026 and June 2026 Calendars

### **3. BRIEFINGS / PRESENTATIONS**

A. Briefing on an Optional Homestead Exemption

B. Briefing on Police Facility Spatial Needs Analysis Phase 1 Close Out

## **EXECUTIVE SESSION**

- A. City Council shall convene into closed session for consultation with City Attorney pursuant to Texas Government Code Section 551.071 regarding Life School vs the City of Duncanville.
- B. 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.
- C. City Council shall convene into closed session pursuant to Section 551.072, 551.087 to deliberate the purchase, exchange, or lease of real properties, being located east of north Main Street, north of Daniieldale Road, west of Cockrell Hill Road, and south of W Redbird LN, 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)**

CALL TO ORDER

INVOCATION - Cindy Cafs with New Life Lutheran Church

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

### **4. OATHS OF OFFICE**

Candidates being unopposed for Mayor and their respective districts will be sworn in by the City Secretary, after which each will return or take their seat on the dais.

### **5. RECESS FOR RECEPTION**

### **6. REPORTS**

- A. Mayor's Report
- B. Councilmembers' Report
- C. City Manager's Report

### **7. PROCLAMATIONS AND PRESENTATIONS**

- A. Proclamation recognizing May 18-24, 2026, as National Public Works Week.

### **8. CITIZENS' INPUT**

In-person citizen comments will be heard during the Regular Session. In keeping with the City Council's Rules of Procedure adopted on June 4, 2024, electronic mail comments will no longer be read aloud. Paper copies will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes. "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.

## 9. CONSENT AGENDA

The following may be acted upon in one motion. A City Councilmember may request items be removed from the Consent Agenda for individual consideration.

- A. Consider the minutes for the April 21, 2026, and May 5, 2026, City Council Meetings.
- B. Consider a Resolution amending the Fiscal Year 2025-2026 Master Fee Schedule.
- C. Consider an Ordinance awarding RFB 26-0012 to CCGMG LLC Series B through the City's competitive bid process with a contract amount of \$110,960.00 and an additional amount of \$11,096.00 as a project contingency for a total amount not to exceed \$122,056.00; authorizing an appropriation in the amount of \$72,056.00 from the unappropriated balance of the Streets CIP Fund; and authorizing an expenditure of an amount not to exceed \$122,056.00 for the purpose of ADA ramp improvements in the Camp Wisdom West and Forest Hills subdivisions,

## 10. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Take any necessary action as a result of the Executive Session.
- B. Consider a resolution recognizing Public Works Professionals as First Responders
- C. **ZONE-2026-00011:** Consider a public hearing and request from Keith Hamilton (applicant/agent) and Luis Hernandez (owner) for a Zoning Change from Single-Family Residential District 10 (SF-10) to Duplex Residential District (TF-7) on real property located at 1023 N. Cockrell Hill Road, legally described as Abstract 1290, William Sprowles Survey on 8.727 acres, City of Duncanville, Dallas County, Texas.
- D. **ZONE-2026-00012:** Consider a public hearing and request from Daniel Lozano (applicant/owner) for a Zoning Change from Local Office/Retail (LOR) to Multi-Family Residential District 21 (MF-21) on real property located at 1435 Candlelight Avenue, legally described as Block L, Lot 1, Candlelight Estates 3<sup>rd</sup> Installment on 1.2 acres, City of Duncanville, Dallas County, Texas.

## 11. STAFF AND BOARD REPORTS

- A. Receive the Financial Report as of March 31, 2026.
- B. Semi-Annual Report Fieldhouse
- C. Report on proposed smoking ordinance changes

## ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website [www.duncanvilletx.gov](http://www.duncanvilletx.gov) and said Notice was posted **by** the following date and time: **Tuesday, May 12, 2026, by 5:00 P.M.** and remained posted for at least two hours after said meeting was convened.

**Chiquita Taylor**  
**City Secretary**

"Guns prohibited on these premises by state law unless licensed under Chapter 411, Tex. Gov. Code. Section 46.035 Texas Penal Code."

"Las armas de fuego están prohibidas en estas instalaciones por la ley estatal a menos que estén autorizadas bajo el Capítulo 411 del Código de Gobierno de Texas. Sección 46.035 del Código Penal de Texas."

# Council Calendar MAY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
						1 Harrington Park Ribbon Cutting 12:00 PM Canceled	2 Movies in the Park 7:00 PM 100 James Collins Blvd.
3	4	5 City Council Meeting 4 PM Workshop (Briefing Room & Council)	6	7 Zoning Board of Adjustment 7:00PM Briefing Room National Day of Prayer	8 Ella Fair 2026 at BloomFest Senior Center	9 Bloomfest Music & Arts Festival 4:00 PM Armstrong Park	
10	11 Police Memorial Ceremony 3:30 Amphitheater Park Board Meeting 6:30 PM Planning & Zoning Meeting 6:00 PM (Canceled)	12 Arts Commission 6:30 PM Briefing Room	13	14 Community Engagement Advisory Board 6:30PM Briefing Room	15	16	
17	18 Keep Duncanville Beautiful 7:00 PM DCEDC Meeting 6:00 PM	19 City Council Meeting 6 PM (Briefing Room & Council Chambers)	20	21 TIF Board Meeting 6:00 PM	22	23 Memphis Soul Concert in the Park 6:00PM 100 James Collins Blvd.	
24	25 Memorial Day City Holiday	26	27	28	29	30	
31	Memorial Day Ceremony 10:00 AM to 11:00 AM War Memorial Park	Arts Commission Meeting 6:30 PM Briefing Room		Coffee with the Mayor 12:00PM Senior Center		Fire Truck Pull 9:00 AM- 3:00PM 100 James Collins Blvd	

# Council Calendar JUNE 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 City Council Meeting 6 PM (Briefing Room & Council Chambers)	3	4 Library Advisory Board 6:30 PM Library Meeting Rooms Zoning Board of Adjustment Briefing Room 7:00 PM	5	6
7	8 Park Board Meeting 6:30 PM 103 E Wheatland Planning & Zoning Meeting Briefing Room 6:00PM	9	10	11 Community Engagement Advisory Board 6:30 PM Briefing Room	12	13
14	15 Keep Duncanville Beautiful 7:00 PM Briefing Room	16 City Council Meeting 5 PM (Briefing Room & Council Chambers)	17	18	19	20
21	22 DCEDC Meeting Council Chambers 6:00 PM	23 Arts Commission Meeting 6:30 PM Briefing Room	24	25 Coffee with the Mayor 12:00 PM Senior Center	26	27
28	29	30 Budget Workshop 3:00 PM Briefing Room				



# STAFF REPORT

**MEETING:** City Council - May 19, 2026

**TITLE:**

Briefing on an Optional Homestead Exemption

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Cultivate Community Trust:**

- **Foster transparency, two-way communication, and active public participation.**

**STAFF RESPONSIBLE:**

**Jennifer Otey**

**BACKGROUND/HISTORY:**

The purpose of this briefing is to propose and discuss the idea of offering an optional homestead exemption. The state allows local governments to offer a voluntary homestead exemption up to 20% of appraised value, in addition to any other exemptions offered, such as for those who qualify for the over-65 and or disabled. Per Dallas County Central Appraisal District, there are 31 cities, in whole or in part, within Dallas County. Out of those 31 cities, there are 19 cities that currently offer an optional homestead. In order to qualify, residents must have filed a homestead application with the appraisal district. The exemption is only applicable to residents who own the property and it is their primary residence.

Offering a homestead exemption will reduce the tax liability due based on the value of their home.

**POLICY EXPLANATION:**

If Council agrees to offering an optional homestead exemption, an Ordinance must be passed no later than July 1 to take effect in the upcoming tax year.

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

N/A

**ACTION ALTERNATIVES:**

NA

**ATTACHMENTS:**

26 05.19 Optional Homestead



# OPTIONAL HOMESTEAD EXEMPTION

JENNIFER OTEY, BUDGET ADMINISTRATOR

MAY 19, 2026

# WHAT IS A PROPERTY TAX EXEMPTION?

- Exemption is a reduction in property taxable value
- City currently offers:
  - \$40,000 reduction for over-65
  - \$40,000 for disabled
- Property must meet the definition of a residential homestead
  - Own the property
  - Use as primary residence

# WHAT IS AN OPTIONAL HOMESTEAD EXEMPTION?

## Tax Code Section 11.13(n)

- Local option cities can adopt up to 20% of appraised value
- Local exemption cannot be less than \$5,000
- 19 out of 31 Dallas County cities offer an optional homestead
- Deadline to adopt July 1

# DALLAS COUNTY CITIES – OPTIONAL HOMESTEAD

- Addison – 20%
- Balch Springs – 1%
- Carrollton – 20%
- Cockrell Hill – 1%
- Coppell – 5%
- Dallas – 20%
- Farmers Branch – 20%
- Ferris – 4%
- Garland – 11%
- Grand Prairie – 17.5%
- Grapevine – 20%
- Highland Park – 20%

- Hutchins – 10%
- Irving – 20%
- Rowlett – 1%
- Seagoville – 10%
- Sunnyvale – 20%
- University Park – 20%
- Wilmer – 10%

Per Dallas Central Appraisal District rate publication – no Best Southwest city currently offers the optional homestead

# EXEMPTION EXAMPLE 1 - WITH 2025 TAX DATA

Resident Homestead	2025 Tax Rate	5% HS	10% HS
Calculated VAR* Tax Rate	\$0.600166	\$0.614013	\$0.628513
Taxable Value	\$300,000	\$285,000	\$270,000
Total City Tax	\$1,800	\$1,750	\$1,697
<b>Tax Reduction (Annual Amt)</b>	<b>\$0</b>	<b>-\$50</b>	<b>-\$103</b>

Commercial / Non-resident	2025 Tax Rate	5% HS	10% HS
Calculated VAR* Tax Rate	\$0.600166	\$0.614013	\$0.628513
Taxable Value	\$300,000	\$300,000	\$300,000
Total City Tax	\$1,800	\$1,842	\$1,886
<b>Tax Increase (Annual Amt)</b>	<b>\$0</b>	<b>+\$42</b>	<b>+\$86</b>

## Pros:

- Offers some tax relief to homeowners
- In addition to other city offered exemptions
- NO revenue impact to City

## Con:

- Shifts tax burden to commercial and non-resident properties

\*VAR is Voter Approval Rate – maximum rate allowed without election

# EXEMPTION EXAMPLE 2 - WITH 2025 TAX DATA

Resident Homestead	2025 Tax Rate	5% HS	10% HS
Calculated Tax Rate	\$0.600166	\$0.614013	\$0.614834
Taxable Value	\$300,000	\$285,000	\$270,000
Total City Tax	\$1,800	\$1,750	\$1,660
Tax Reduction (Annual Amt)	\$0	-\$50	-\$140

Commercial / Non-resident	2025 Tax Rate	5% HS	10% HS
Calculated Tax Rate	\$0.600166	\$0.614013	\$0.614834
Taxable Value	\$300,000	\$300,000	\$300,000
Total City Tax	\$1,800	\$1,842	\$1,845
Tax Increase (Annual Amt)	\$0	+\$42	+\$45

## Pros:

- Does not shift burden to non-resident and commercial properties
- Greater reduction in taxes for resident the higher the percent

## Con:

- Reduces revenue to City
  - 10% example is app. \$545k reduction in revenue

# NEXT STEPS

1. Adopt ordinance at June 16 meeting
2. Nothing further for residents to do if a homestead application is on file
3. Update should reflect on estimate of taxes in August



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

Briefing on Police Facility Spatial Needs Analysis Phase 1 Close Out

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

- Plan with Purpose
- Invest in People and Places
- Empower Opportunity and Elevate Identity
- Govern for the Future

**STAFF RESPONSIBLE:**

**Chief Stogner, Police Chief  
Angel Deal**

**BACKGROUND/HISTORY:**

**2025: Council postponed the November 2025 bond election for a comprehensive Police Department facilities assessment**

**Bond Committee (March–July 2025):** A nine-member committee reviewed capital improvement needs and assessed infrastructure priorities

**Spatial Needs Analysis and Opinion of Probable Costs:** (November 2025)

**Recommendation for November 2026 Bond Election:** One proposition — Proposition Police Department/Public Safety Facility

**Estimated Cost:** ~\$50 million with an anticipated increase to the City's current tax rate

**Guiding Principle:** Ensure any bond proposition is grounded in thorough analysis, defensible data, and fiscal responsibility

**POLICY EXPLANATION:**

- Constitutional Mandate: The **Texas Constitution (Article XI, §5 and §7)**
- Voter Approval Is Required by State Law
- Requires Formal Majority Vote of the Council

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**  
N/A

**Purchase Amount**  
N/A

**After Encumber**  
N/A

**ACTION ALTERNATIVES:**

1. Approve November 2026 Bond Election.
2. Disapprove November 2026 Bond Election.
3. Other actions as directed by Council.

**ATTACHMENTS:**

Police Facility Phase 1 Completion Final \_v1.6, Police Facility Spatial Needs Analysis Phase 1 Executive Summary



# POLICE SPATIAL ANALYSIS & NEEDS ASSESSMENT PHASE 1 COMPLETE

MAY 19, 2026

ANGEL Z. DEAL, PROJECT MANAGER

PETER STRICKLAND, ARCHITECTS DESIGN GROUP

LARRY WILLIAMS, KIMLEY HORN



To lead with integrity, foster inclusive civic engagement, and deliver measurable outcome that strengthen community trust, elevate quality of life, and secure Duncanville's future as a City of Champions

# Executive Summary

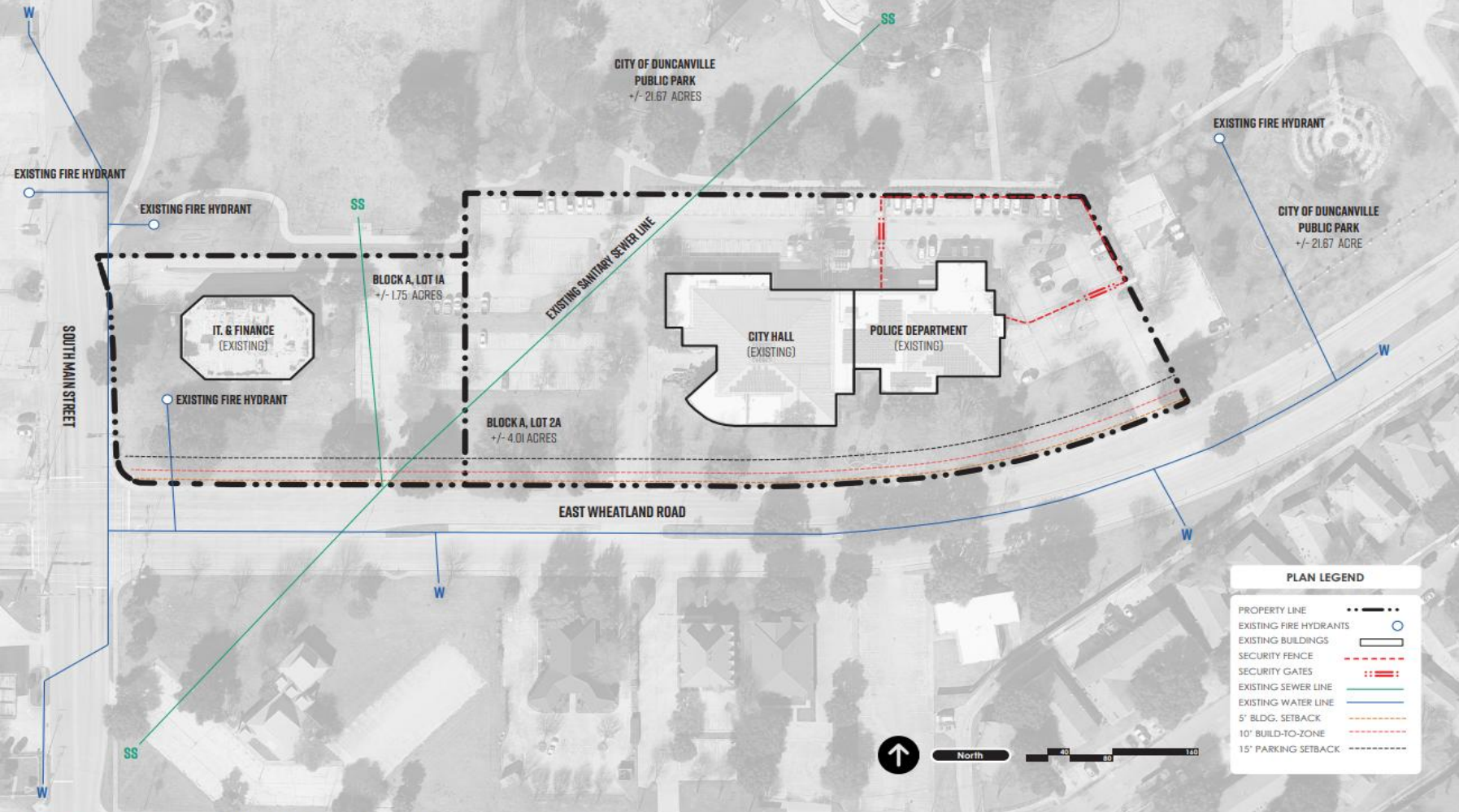
- **2025:** Council postponed November 2025 bond election for a comprehensive Police Department facilities assessment
- **Bond Committee (March–July 2025):** Nine-member committee reviewed capital improvement needs and assessed infrastructure priorities
- Spatial Needs Analysis (**November 2025**)
- Opinion of Probable Costs (**January 2025**)
- **Recommendation:** One proposition — Proposition Police Department/Public Safety Facility
- **Estimated Cost:** ~\$50 million with an anticipated increase to the City's current tax rate
- **Guiding Principle:** Ensure any bond proposition is grounded in thorough analysis, defensible data, and fiscal responsibility



# Phase 1 Milestones

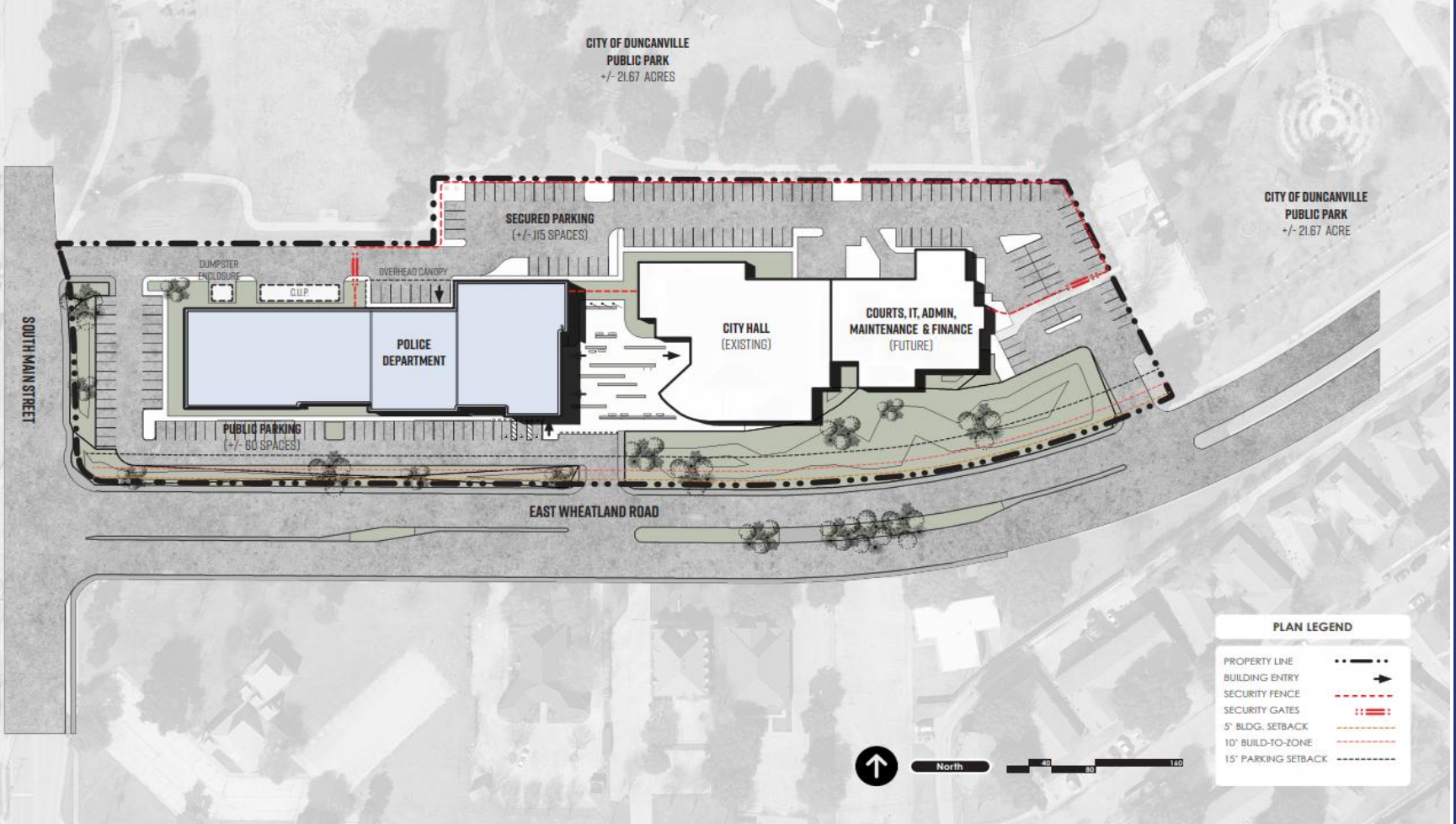
- Spatial Needs Assessment
- Technology Review
- Site Analysis – Existing Police Facility
- Additional Site Analysis
- Conceptual Site Master Planning
- Conceptual Building Design





PLAN LEGEND	
PROPERTY LINE	--- · · ·
EXISTING FIRE HYDRANTS	○
EXISTING BUILDINGS	▭
SECURITY FENCE	- - - - -
SECURITY GATES	⋮ ⋮ ⋮
EXISTING SEWER LINE	SS
EXISTING WATER LINE	W
5' BLDG. SETBACK	- · - · - · - · - · - · - ·
10' BUILD-TO-ZONE	- · - · - · - · - · - · - ·
15' PARKING SETBACK	- · - · - · - · - · - · - ·







# DUNCANVILLE POLICE





DUNCANVILLE POLICE  
DEPARTMENT

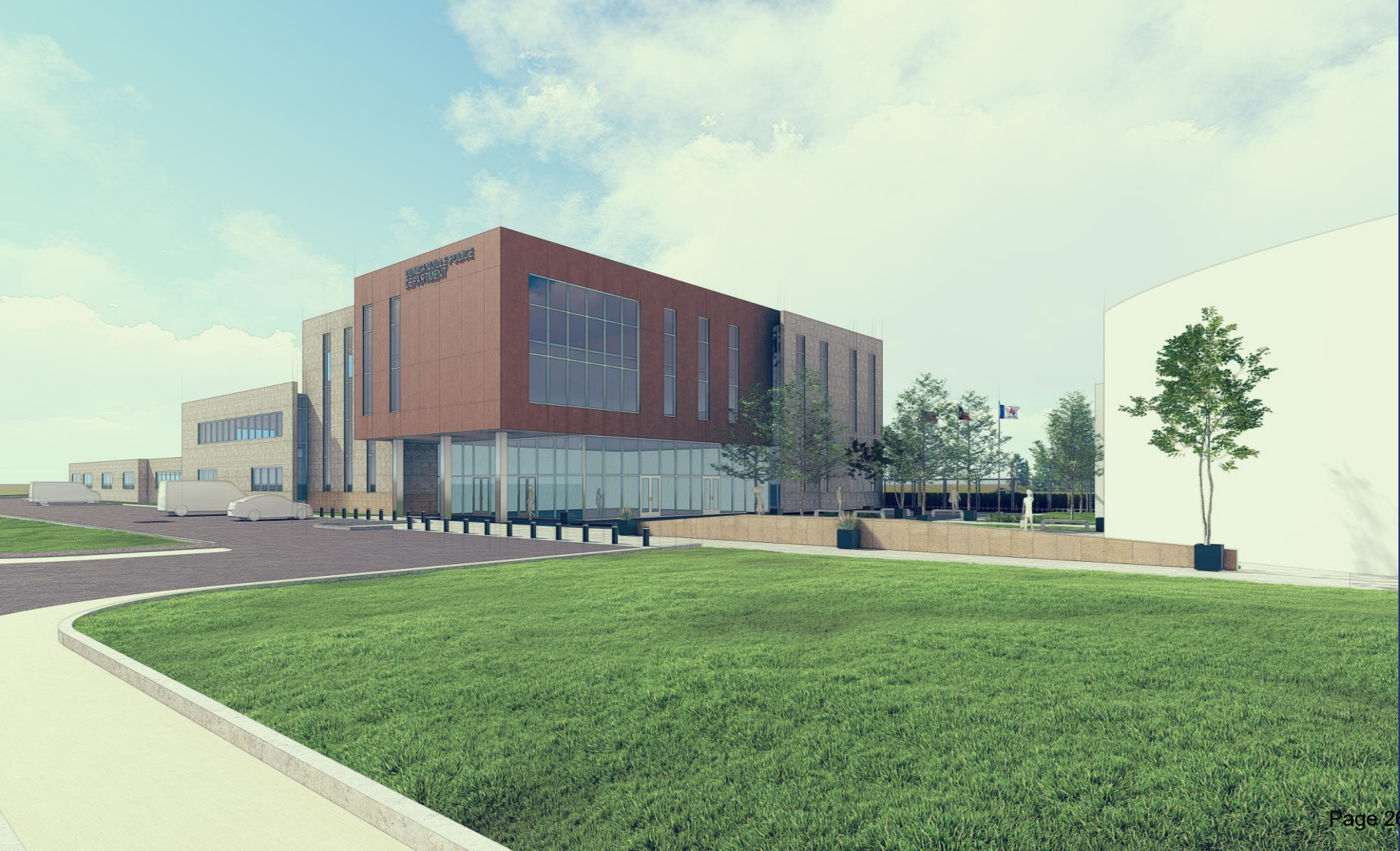
# DUNCANVILLE POLICE





# DUNCANVILLE POLICE





# DUNCANVILLE POLICE



# Funding Options Summary

## \$50M Debt Issuance

**Term:** 25 Years

**Estimated Tax Rate Increase:** 6.2¢

**Description:** Traditional issuance structure with no changes to existing debt.

**Implication:** Higher annual debt service due to shorter term and no restructuring.

## \$50M Debt Issuance Restructure Existing Debt

**Term:** 30 Years

**Estimated Tax Rate Increase:** 4.5–4.6¢

**Description:** Combines the new issuance with a restructuring of existing outstanding debt to smooth annual payments.

**Benefit:** Lower immediate tax rate impact for residents.

**Tradeoff:** Higher overall cost to the City over the life of the debt due to extended repayment period.

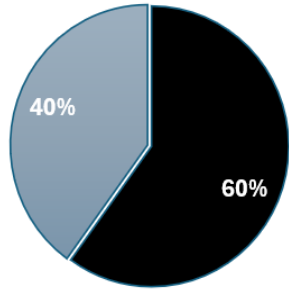
*After evaluating all other strategies, including P3 development, grants, and blended capital stacks, GO bonds offer a predictable, voter-approved funding path that supports both the immediate public safety need and future municipal improvements.*

# Side by Side Comparison

Category	Option 1: Standard \$50M Issuance	Option 2: \$50M Issuance + Debt Restructuring
<b>Term Length</b>	25 Years	30 Years
<b>Tax Rate Impact</b>	6.2¢ increase	4.5–4.6¢ increase ( <i>significant reduction</i> )
<b>Restructuring Included</b>	No	Yes — restructures existing outstanding debt
<b>Primary Benefit</b>	Shorter repayment period	Lower tax rate impact for residents
<b>Primary Tradeoff</b>	Higher annual debt service	Higher total cost over life of debt
<b>Overall Cost to City</b>	Lower cost	Higher overall cost (longer term)
<b>Resident Impact</b>	Higher annual tax burden	Lower annual tax burden
<b>Analogy</b>	Standard mortgage	Refinancing a home — lower monthly cost, higher total cost



# Strategy: Phased Bond Issuance Approach



■ 1st Issuance ■ 2nd Issuance

## Benefits:

- **Improved cash-flow alignment** — Funds are issued closer to when they are needed.
- **Reduced negative arbitrage** — Minimizes interest costs on idle cash by matching proceeds to project timing.
- **Supports project phasing** — Aligns funding with construction schedules, reducing the amount of unused capital sitting in accounts.
- **Potential for better pricing** — Market conditions may be more favorable at the time of the second issuance, lowering borrowing costs.

*Phasing the bond issuances reduces financial strain and preserves capacity for other community priorities.*

# Next Steps

## NO GO

- Official Close of Phase 1 — all milestones accomplished, deliverables finalized and accepted as complete
- City Project Manager will prepare Post-Mortem Report with full gap analysis and lessons learned
- Additional funding strategies will not be explored w/o new information or direction for a new project
- Ancillary project discovery will be placed on hold until further notice
- All project documentation formally archived per City records management policy



## GO

- Phase 1 findings reviewed and accepted by Council
- Financial scenarios and taxpayer impact confirmed within acceptable parameters
- We will Community Information and Education Campaign
- All election materials finalized by the second week of July 2026
- Kimley Horn-ADG will continue with tasks to determine opinion of probable costs for City Hall East remodel and retrofit of the existing police facility. Fiscal Services will identify and present a funding strategy

# QUESTIONS?

Thank you!



# CITY OF DUNCANVILLE, TEXAS



## Phase 1 Closeout Summary

Police & Courts Spatial Analysis and Needs Assessment

2026 Bond Election Program

May 2026

**Prepared for City Council — GO / NO-GO Decision Briefing**

### Table of Contents

<b>Section 1</b>	Executive Summary
<b>Section 2</b>	Phase 1 Completed Milestones
<b>Section 3</b>	The GO / NO-GO Decision Point
<b>Section 4</b>	If GO — Phase 2 Community Information & Education Plan
<b>Section 5</b>	Critical Path & Statutory Deadlines
<b>Section 6</b>	Next Steps & Council Action Requested

## Section 1: Executive Summary

In 2025, the Duncanville City Council made the prudent decision to postpone a bond election originally planned for November 2025. The postponement was intended to provide additional time for a comprehensive facilities assessment of the Duncanville Police Department — ensuring that any bond proposition presented to voters would be grounded in thorough analysis and defensible data. This decision reflected Council's commitment to fiscal responsibility and informed governance.

Prior to the postponement, a nine-member Bond Committee convened from March through July 2025 to review potential capital improvement projects and assess the City's most pressing infrastructure needs. Bond Committee was reengaged on March 12, 2026, and presented the status of the spatial need assessment, opinion of probable costs and proposed funding strategies. The estimated cost for the new police facility is approximately **\$50 million**, with an anticipated increase to the City's current tax rate — a critical element for Duncanville taxpayers.

The first phase of the facilities assessment process — the **Spatial Analysis and Needs Assessment** — is now complete. Phase 1 encompassed six distinct work streams: Spatial Needs Assessment, Technology Review, Site Analysis of the Existing Police Department, Additional Site Analysis, Conceptual Site Master Planning, and Conceptual Building Design. Each work stream has been finalized and its deliverables documented in this closeout summary.

This document presents the Phase 1 findings and frames the critical **GO / NO-GO decision** before Council: whether to proceed toward calling a **November 2026 bond election**. Council is asked to review the assessment findings, evaluate the financial scenarios and taxpayer impact data, and determine whether to advance to **Phase 2 — the Community Information and Education Campaign** — or to pursue alternative funding strategies and a revised timeline. The decision before Council will shape the trajectory of Duncanville's public safety infrastructure for decades to come.

## Section 2: Phase 1 Completed Milestones

Phase 1 of the 2026 Bond Election assessment program consisted of six integrated work streams, each designed to provide City Council and stakeholders with a comprehensive understanding of the current state, projected needs, and viable solutions for the Duncanville Police Facility. Unlike other cities across the Metroplex, **The City of Champions** has one *police headquarters*. Due to lack of square footage, the city is also leasing an additional 13K square feet of space for other evidence storage and workspace.

All six work streams have been completed. The table below provides a summary, followed by expanded narrative descriptions of each work stream's scope and key findings.

### 2.1 Milestone Summary

#	Work Stream	Description	Status
1	Spatial Needs Assessment	Comprehensive evaluation of current and projected space requirements for police operations, courts, evidence storage, Real Time Information Center, administrative functions, training, and community-facing services. Identified deficiencies in square footage, workflow efficiency, and ADA compliance.	☑ COMPLETE
2	Technology Review	Assessment of current technology infrastructure including IT systems, communications, security systems, records management, body camera storage, and digital evidence platforms. Identified gaps and modernization requirements to support a 21st-century public safety facility.	☑ COMPLETE
3	Site Analysis — Existing PD	Evaluation of the current police department facility and site including structural condition, building systems (HVAC, electrical, plumbing), site access, parking, security perimeter, and overall functionality against current operational needs.	☑ COMPLETE
4	Additional Site Analysis	Analysis of alternative and adjacent sites for potential expansion, new construction, or phased development. Evaluated land availability,	☑ COMPLETE

#	Work Stream	Description	Status
		environmental considerations, utilities, access, and compatibility with surrounding land use.	
5	Conceptual Site Master Planning	Development of preliminary site plans showing potential building footprints, parking configurations, secure areas, public access zones, and future expansion capacity across evaluated sites.	<input checked="" type="checkbox"/> COMPLETE
6	Conceptual Building Design	Preliminary architectural concepts for a modern police facility including space planning of department adjacencies, secure vs. public zones, public access areas, secured areas and CUP, and community rooms.	<input checked="" type="checkbox"/> COMPLETE

## 2.2 Expanded Work Stream Narratives

### Work Stream 1: Spatial Needs Assessment

The Spatial Needs Assessment provided a detailed, data-driven evaluation of how the Duncanville Police Department currently utilize their existing facility space — and where critical shortfalls exist. The assessment examined every operational division, including patrol, investigations, records, evidence, administration, training, and community-facing functions. Key findings revealed significant deficiencies in total square footage available for current operations, inefficient adjacencies between departments that impede workflow, and areas of non-compliance with Americans with Disabilities Act (ADA) accessibility standards. The assessment also projected future space needs based on anticipated growth in staffing, caseloads, and technology requirements over a 20-year planning horizon.

### Work Stream 2: Technology Review

The Technology Review assessed the current state of the Police Department's technology infrastructure against the standards expected of a modern, 21st-century public safety facility. This included evaluation of IT networking and server infrastructure, radio and communications systems, physical security systems (access control,

surveillance), records management software, body-worn camera storage and digital evidence management platforms. The review identified critical gaps in data capacity, aging systems nearing end-of-life, and infrastructure limitations in the current facility that constrain technology modernization efforts. Recommendations are to ensure any new or renovated facility is designed to support current and emerging public safety technologies.

### **Work Stream 3: Site Analysis — Existing Police Department**

This work stream provided an in-depth evaluation of the existing police department facility and its surrounding site. Structural engineers and building systems consultants assessed the condition of the building's core structure, HVAC systems, electrical distribution, plumbing, roofing, and exterior envelope. Additionally, the analysis examined site-level factors including vehicular access and egress, parking capacity and configuration, security perimeter integrity, and the facility's overall ability to support current police operations. The findings express deferred maintenance, functional obsolescence, and the limitations of the existing structure for accommodating modern policing requirements.

### **Work Stream 4: Additional Site Analysis**

The Additional Site Analysis expanded the evaluation beyond the current police department location to consider alternative and adjacent parcels that could support expansion, new construction, or phased development. Each candidate site was assessed for land availability and acquisition feasibility, environmental conditions and constraints, utility access and capacity, traffic and access considerations, and compatibility with surrounding land use and zoning. The options, however, were not viable because of square footage and footprint requirements *and* the absence of capacity to acquire new land and/or existing real estate for a functional retrofit

### **Work Stream 5: Conceptual Site Master Planning**

Building on the site analysis, the Conceptual Site Master Planning work stream developed preliminary site layout plans for the most viable locations. These plans illustrated potential building footprints, parking configurations for both public and

secured fleet vehicles, secure perimeter zones, public access and visitor areas, emergency vehicle staging and deployment routes. The master plans were designed to demonstrate how a modern public safety campus could be organized to maximize operational efficiency, security, and community accessibility.

### **Work Stream 6: Conceptual Building Design**

The Conceptual Building Design work stream translated the spatial needs data and site plans into preliminary architectural concepts for a modern police facility. The design concepts are organized by functional department, with considerations of operational adjacency showing optimal relationships between divisions, clear separation of secure operational zones and public-access areas, with appropriate security and public access, community meeting and engagement spaces, and operational flow diagrams for key processes such as records, evidence processing and Real Time Information Center. These concepts serve as the architectural foundation for detailed design should the project advance.

### **3.0 Decision Framework — Questions for Council**

The following questions are presented to assist Council in deliberating the GO / NO-GO decision. Each question addresses a critical dimension of the decision and should be considered in the context of the Phase 1 findings, financial data, and the City's strategic priorities.

- 1. Do the Phase 1 findings confirm a critical and immediate need for police and courts facility improvements?** Does the evidence demonstrate that current facility conditions pose operational, safety, or compliance challenges that warrant urgent action?
- 2. Are the estimated project costs and financial scenarios within a range that protects taxpayers?** Do the debt service projections and financial models confirm that the bond can be issued without increasing the City's tax rate?

3. **Can the City meet all statutory deadlines for the November 2026 bond election?** Is staff confident that all proposition language, financial documentation, and election materials can be finalized by the second week of July 2026?
4. **Is the proposed project scope aligned with the City's long-term strategic plan?** Does the facility vision articulated in Phase 1 support the City's broader goals for public safety, community development, and operational excellence?
5. **What is the risk of delaying action?** Does the current facility pose safety hazards, operational inefficiencies, or regulatory compliance concerns that worsen with time? What are the cost implications of delay due to construction inflation?
6. **Has the internal team evaluated all possible funding strategies, and do they offer a realistic and timely path to addressing the identified needs?** (Grants, state or federal programs, certificates of obligation, or phased approaches.)
7. **Is the City prepared to execute a comprehensive public information campaign between now and November?** Does staff have the capacity, resources, and budget to deliver a high-quality community engagement effort within the compressed timeline?
8. **Has internal staff clearly communicated the projected impact on taxpayers, including how the bond has been structured with respect to any potential tax rate increase?** Additionally, can staff provide a public-facing, citizen-friendly information guide to ensure voters understand the tax implications?
9. **Is there confidence in the project scope and cost estimates to present them to voters?** Are the conceptual designs, cost projections, and project descriptions sufficiently developed and reliable to form the basis of a bond proposition?

### **Section 3.1: The GO / NO-GO Decision Point**

**With Phase 1 complete, City Council now faces a pivotal decision: based on the spatial analysis findings, financial projections, and taxpayer impact data — does the City proceed toward calling a November 2026 bond election?**

The two pathways outlined below represent distinct courses of action, each with its own implications for the City's public safety infrastructure, financial posture, and community engagement strategy. Elected Officials are encouraged to weigh the Phase 1 evidence, consider the questions presented in the Decision Framework, and give a clear directive to staff.

## **PATHWAY A: GO — Proceed to Bond Election**

A **GO** decision signals that City Council has reviewed the Phase 1 findings and determined that the evidence supports advancing toward a November 2026 bond election. Specifically, a GO decision means:

- **Council has reviewed and accepted the Phase 1 findings.** The Spatial Analysis and Needs Assessment, Technology Review, Site Analyses, Conceptual Site Master Planning, and Conceptual Building Design deliverables.
- **Financial scenarios and taxpayer impact are within acceptable parameters.** Satisfied with the proposed project costs, debt service projections, and tax rate implications align with the City's fiscal policies and a clear strategy and plan on educating the public going forward implications related to city tax increase or other financial impacts.
- **The city will advance to Phase 2: Community Information and Education Campaign.** Staff will be authorized to launch a comprehensive, factual, and transparent public engagement effort designed to inform Duncanville residents about the bond propositions so they can make informed voting decisions.
- **All election materials must be finalized by the second week of July 2026.** This is a firm statutory deadline. Bond proposition language, financial details, and all official election materials must be complete and submitted by mid-July to meet the August statutory requirements for placement on the November 2026 ballot.
- **The city commits to a transparent public engagement process.** Through community roadshows, digital communications, video content, and printed materials, the city will provide residents with clear, accessible, and factual information about the bond propositions, project scope, costs, and taxpayer impact.

## **PATHWAY B: NO-GO — Project Closure**

A **NO-GO** decision constitutes the official close of Phase 1 and the full closure of the Police Facility Bond Project. Council has determined — based on the Phase 1 findings, financial analysis, community readiness, or other factors — that proceeding toward a November 2026 bond election is not advisable. A NO-GO decision means:

- **Phase 1 is officially closed.** All Phase 1 deliverables — including the Spatial Needs Assessment, Technology Review, Site Analyses, Conceptual Site Master Plan, and Conceptual Building Design — are finalized, archived, and accepted as complete. No further work will be authorized under this project’s scope.
- **The City Project Manager will prepare a Post-Mortem Report.** This report will include a full gap analysis documenting what was accomplished and any additional items that were not originally scoped, an assessment of any outstanding data or analysis gaps, and a comprehensive lessons learned summary. The post-mortem ensures institutional knowledge is captured and available should the city revisit facility planning in the future.
- **No alternative funding strategies will be explored.** A NO-GO decision means the city will not pursue alternative funding mechanisms — including grants, certificates of obligation, public-private partnerships, or phased capital approaches — specifically for a police or courts facility project at this time.
- **The ancillary project will be immediately canceled.** All related ancillary workstreams, contracts, and planned activities tied to the bond project will be terminated effective upon Council's NO-GO vote. Staff will execute any necessary contract closeout procedures and final accounting.
- **Project documentation will be archived.** All Phase 1 findings, reports, designs, and supporting materials will be formally archived according to the City records management policy. These documents may inform future capital planning but carry no commitment regarding future action.

## Section 4: If GO — Phase 2 Community Information & Education Plan

Upon a GO decision by City Council, the City of Duncanville will activate a comprehensive Community Information and Education Campaign. This campaign is designed to provide residents with clear, factual, and accessible information about the bond propositions — enabling informed voting decisions. Consistent with Texas election law and municipal best practices, this is an *information and education* effort, not an advocacy campaign. The city will present facts and allow voters to draw their own conclusions.

### 4A Campaign Overview

- **Purpose:** Provide Duncanville residents with clear, factual, and accessible information about the bond propositions so they can make informed voting decisions.
- **Timeline:** May 2026 through November 2026.
- **Guiding Principles:** Transparency, accessibility, accuracy, and community trust.
- **Approach:** Multi-channel communication strategy combining digital platforms, in-person engagement, video content, and traditional print materials to reach all segments of the Duncanville community.

### 4B Bond Election Website

A dedicated bond information website (or dedicated section of the official City of Duncanville website) will serve as the central hub for all bond-related information. The website will include:

- **Project Overview:** Summary of the bond propositions, project scope, and background information.
- **Frequently Asked Questions (FAQ):** Comprehensive answers to anticipated voter questions.

- **Financial Details & Tax Impact Calculator:** Interactive tool allowing residents to estimate their individual tax impact based on property value.
- **Facility Renderings:** Interactive or static images of conceptual building designs and site plans.
- **Project Timeline:** Visual timeline showing key milestones from assessment through construction.
- **Bond Committee Information:** Background on the Committee's composition, process, and recommendations.
- **Public Meeting Schedule:** Calendar of upcoming community roadshow sessions and information events.

**Accessibility Standards:** The website will be mobile-responsive, ADA-compliant (WCAG 2.1 AA), and available in both English and Spanish. Content will be updated regularly as new information becomes available.

#### **4C Community Roadshow — Information and Educational Sessions**

A series of in-person public information sessions will be held across Duncanville neighborhoods to ensure broad community access to bond information and direct engagement with City staff and project representatives.

- **Format:** 45-minute presentation followed by a 30-minute question-and-answer period.
- **Facility Tours:** Guided facility tours and an open house. These tours provide a firsthand look at key areas of the facility, offer insight into current operations and needs, and give residents an opportunity to ask questions directly to staff.
- **Locations:** Community centers, public libraries, churches, school facilities, and civic venues distributed geographically across the city.
- **Content:** Phase 1 findings overview, what the bond covers, cost to taxpayers, project timeline, and what happens if the bond passes or fails.

- **Target:** Minimum of 6–8 sessions across different areas of the city between June and October 2026.
- **Materials Provided:** Printed fact sheets, FAQ handouts, comment cards for written questions or feedback, and bilingual (English/Spanish) materials.

#### 4D City Website Content

The official City of Duncanville website will feature regular bond-related content throughout the campaign period, including:

- Project updates and milestone announcements
- Public meeting notices and post-meeting summaries
- Downloadable fact sheets and infographics
- Links to video content and the dedicated bond website

Content will be updated at minimum **bi-weekly** during the active campaign period (June–November 2026).

#### 4E Social Media Campaign

A coordinated social media campaign will leverage the City's established channels to extend the reach of bond information to digitally active residents.

- **Channels:** Facebook, Instagram, YouTube
- **Posting Frequency:** 3–4 planned posts per week during the active campaign period.
- **Content Types:** Infographics, key facts, meeting reminders, short video clips, community Q&A highlights, behind-the-scenes facility tours, and voter information (polling locations and hours as Election Day approaches).
- **Engagement Strategy:** Staff will monitor channels to respond to questions, share community feedback, and direct residents to the bond website for detailed information. All responses will be factual and non-advocacy in nature.

## 4F YouTube Video Campaign

A series of professionally produced video content will be developed to communicate bond information in an engaging, accessible format.

### Teaser Videos (30–60 seconds)

Short, engaging videos designed to introduce bond topics and drive viewers to the website or upcoming community sessions.

- "Why This Matters" — Overview of the need for facility improvements
- "Inside the Current Facility" — A look at current conditions
- "What Could Change" — Preview of the vision for a modern facility

### Educational Trailers (2–4 minutes)

Longer informational videos covering specific topics in depth.

- "Understanding the Bond: What You Need to Know" — Bond basics and process overview
- "The Facility Assessment: What We Found" — Summary of Phase 1 findings
- "Your Tax Impact Explained" — Financial scenarios and taxpayer impact
- "The Vision: A Modern Public Safety Facility" — Conceptual designs and features
- "Meet the Bond Committee" — Committee members discuss their process and make recommendations

**Production Quality:** Professional but authentic — featuring City officials, police leadership, and community members. Videos will be captioned and available in English and Spanish.

**Distribution:** City YouTube channel, embedded on the bond website, shared across social media platforms, and played at community roadshow sessions.

#### 4G Additional Communication Tools

- **Printed Mailers / Utility Bill Inserts:** Physical mailings to reach residents who are not active on digital platforms. At least two mailings planned during the campaign period.
- **E-Newsletter Updates:** Regular bond content included in the City's existing subscriber e-newsletter distribution.
- **Media Engagement:** Press releases at key milestones, editorial board briefings with local media outlets, and availability of City officials for local news interviews.
- **Informational Signage:** Factual informational signage at City facilities, including City Hall, the library, recreation centers, and the current police department (factual content only — not advocacy).

#### 4H Phase 2 Timeline

Month	Key Activities
<b>May 2026</b>	Council GO decision; bond website soft launch; begin social media teasers; finalize community roadshow schedule and venue reservations; initiate video production planning.
<b>June 2026</b>	Bond website full launch; first YouTube teaser video release; first two community roadshow sessions; bi-weekly website content updates begin; social media campaign launches.
<b>July 2026</b>	Finalize all election materials by 2nd week (statutory deadline); two additional community roadshow sessions; Educational Trailer #1 release; social media campaign in full swing; Spanish-language content finalized.
<b>August 2026</b>	Election order officially submitted; two community road show sessions; Educational Trailers #2 and #3 released; printed mailer / utility bill insert #1 distributed; continued social media and website updates.
<b>September 2026</b>	One to two community roadshow sessions; Educational Trailer #4 released; increased social media posting frequency; e-newsletter push to full subscriber list; early voting information preparation.

Month	Key Activities
<b>October 2026</b>	Final community roadshow sessions; Educational Trailer #5 released; final printed mailer distributed; early voting information push (dates, locations, hours); final YouTube compilation video released.
<b>November 2026</b>	Election Day; final social media push for voter information (polling locations and hours); post-election communication of official results and next steps to the community.

### Section 5: Critical Path & Statutory Deadlines

The following timeline identifies the key statutory and operational deadlines that govern the path from Council's GO decision through Election Day. Adherence to these deadlines is mandatory — failure to meet statutory requirements will result in the inability to place propositions on the November 2026 ballot.

Deadline	Milestone	Description
<b>May 2026</b>	Council GO / NO-GO Decision	City Council renders formal decision on whether to proceed toward a November 2026 bond election.
<b>May–June 2026</b>	Finalize Bond Propositions & Election Order Language	Legal review and finalization of bond proposition language, election order, and all supporting financial documentation.
<b>July 2026 (2nd week)</b>	All Election Materials Finalized	Completed election materials submitted to meet August statutory filing deadline. This is a firm, non-negotiable deadline.
<b>August 2026</b>	Election Order Officially Submitted	Formal submission of the election order to the Dallas County Elections Office; early voting preparations commence.
<b>October 2026</b>	Early Voting Period	Early voting opens at designated locations throughout Duncanville and Dallas County.
<b>November 2026</b>	Election Day	Duncanville voters cast ballots on the bond propositions. Results certified following the canvass period.

Deadline	Milestone	Description
<p><b>⚠ CRITICAL STATUTORY DEADLINE</b></p> <p><b>The July 2026 deadline is firm.</b> All election proposition language, financial details, and official materials must be complete and submitted by the second week of July 2026 to meet statutory requirements for placement on the November 2026 ballot. There is no provision for extension. If this deadline is missed, the bond election cannot proceed in November 2026 and must be deferred to a subsequent election date.</p>		

## Section 6: Next Steps & Council Action Requested

The following actions are respectfully presented for City Council's consideration and formal action. These items represent the immediate next steps required to maintain the project timeline and meet all statutory obligations.

### Council Action Items

**1. Review and Accept the Phase 1 Closeout Summary.**

Council is asked to formally acknowledge receipt and review of the Phase 1 Spatial Analysis and Needs Assessment deliverables, including all six work stream findings presented in this document.

**2. Discuss and Evaluate Financial Scenarios and Taxpayer Impact Data.**

Council should review the financial projections, debt service models, and taxpayer impact analyses prepared in support of the bond propositions to confirm alignment with the City's fiscal policies and the commitment to no tax rate increase.

**3. Vote on the GO / NO-GO Decision.**

Council is asked to render a formal vote on whether to proceed toward calling a November 2026 bond election, based on the Phase 1 findings and financial analysis.

**4. If GO: Authorize Staff to move forward with a November Bond Election and the Launch Phase 2.**

Direct City staff to initiate the Community Information and Education Campaign as outlined in Section 4 of this document, including website development, community roadshow scheduling, video production, social media activation, and printed materials.

**5. If GO: Approve Community Engagement Activities.**

Authorize Phase 2 activities, including but not limited to: bond website development and hosting, professional video production, printed mailers and informational materials, community roadshow logistics, and social media content creation.

**6. If GO: Direct Staff on Any Additional Information or Analysis Needed.**

If Council requires supplementary data, revised financial scenarios, additional site analysis, or other information before rendering a decision, staff requests clear direction on the scope and timeline for those deliverables.



**MEETING:** City Council - May 19, 2026

**TITLE:**

City Council shall convene into closed session for consultation with City Attorney pursuant to Texas Government Code Section 551.071 regarding Life School vs the City of Duncanville.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**STAFF RESPONSIBLE:**

**BACKGROUND/HISTORY:**

**POLICY EXPLANATION:**

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

N/A

**ACTION ALTERNATIVES:**

- 1. Approve.
- 2. Disapprove
- 3. Other actions as directed by Council.

**ATTACHMENTS:**

None



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

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.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Govern for the Future:**

- **Use performance metrics and sound fiscal policy to build a resilient organization.**

**STAFF RESPONSIBLE:**

**Robert Hager, City Attorney**

**BACKGROUND/HISTORY:**

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.

**POLICY EXPLANATION:**

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.

**FUNDING SOURCE:**

N/A

**ACTION ALTERNATIVES:**

**ATTACHMENTS:**

None



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

City Council shall convene into closed session pursuant to Section 551.072, 551.087 to deliberate the purchase, exchange, or lease of real properties, being located east of north Main Street, north of Danieldale Road, west of Cockrell Hill Road, and south of W Redbird LN, and to seek legal advice from City Attorney regarding such real property.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**STAFF RESPONSIBLE:**

**BACKGROUND/HISTORY:**

**POLICY EXPLANATION:**

**FUNDING SOURCE:**

**ACTION ALTERNATIVES:**

**ATTACHMENTS:**

None



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

Proclamation recognizing May 18-24, 2026, as National Public Works Week.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Cultivate Community Trust:**

- **Foster transparency, two-way communication, and active public participation.**

**STAFF RESPONSIBLE:**

**Matt Bryant**

**BACKGROUND/HISTORY:**

Since 1960, the American Public Works Association (APWA) has sponsored National Public Works Week. Across North America, more than 30,000 APWA members in the US and Canada are using this week to energize and educate the public about the importance of Public Works in their daily lives.

This will be the eleventh proclamation for National Public Works Week, recognized by the Mayor of the City of Duncanville. The City currently has 55 Public Works employees who build or maintain the City's infrastructure.

Public Works helps maintain a community's strength by providing an infrastructure of services in transportation, water, wastewater, stormwater treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. Public Works employees contribute much to making our communities great places to live and work.

**POLICY EXPLANATION:**

N/A

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

N/A

**ACTION ALTERNATIVES:**

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

**ATTACHMENTS:**

Attachment 1 - National Public Works Week Logo, Attachment 2 - National Public Works Week Proclamation

ROOTED IN  
*Service*  
POWERED BY  
*Community*  
NATIONAL PUBLIC  
WORKS WEEK  
MAY 17-23, 2026



**Duncanville**  
*City of Champions*

## *Proclamation*

**WHEREAS,** public works infrastructure, facilities and services are an integral part of our citizens' everyday lives and of vital importance to sustainable communities and the health, safety, and well-being of the people of Duncanville; and

**WHEREAS,** such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers, and employees from your local Public Works Department, who are responsible for and who plan, design, build, operate and maintain the transportation, water supply, water treatment, public buildings, structures and facilities, and who deliver solid waste services, transit, and fleet services which are essential to serve our citizens; and

**WHEREAS,** the efficiency of the qualified and dedicated personnel who staff our Public Works Department is materially influenced by the peoples' attitude and understanding of the importance of the work they perform; and

**WHEREAS,** the men and women of the Public Works Department of the City of Duncanville unceasingly provide a vital public service.

**NOW, THEREFORE,** I, Greg Contreras, Mayor of the City of Duncanville, Texas, do hereby designate the week of May 17 – 23, 2026, as

## **NATIONAL PUBLIC WORKS WEEK**

in the City of Duncanville and urge all citizens to join me in recognizing Public Works Department employees of the City of Duncanville, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to our community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the health, safety, and well-being of all citizens.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 19th day of May, 2026.

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*Mayor, The City of Duncanville*

**Duncanville City Council Meeting Minutes  
Tuesday, April 21, 2026**

**CALL TO ORDER**

A regular meeting of the Duncanville City Council was called to order on Tuesday, April 21, 2026, at 5:00 PM in the Council Briefing Room at City Hall with a quorum to wit:

Council Present: Mayor Greg Contreras  
Mayor Pro-Tem DeMonica Gooden  
Councilmember Joe Veracruz  
Councilmember Don McBurnett  
Councilmember Karen Cherry-Brown  
Council Arriving At: Councilmember Jeremy Koontz arrived at 5:02 PM  
Council Absent: Councilmember Kyle Pennebaker

**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**

City Secretary Chiquita Taylor reviewed the calendar.

**3. BRIEFINGS / PRESENTATIONS**

- A. Briefing and Discussion on draft Letter of Intent (LOI) for a development proposal located at 100 E Wheatland Rd.

Presented by Interim Economic Development Director Marlon Goff. Councilmember Koontz asked why the group was interested in opening a business in Duncanville. With council approval, Chad Dozal of Cenzo's spoke about why they were interested in Duncanville for their restaurant.

- B. Drainage Master Plan Summary and Results Briefing

Presented by Assistant Director of Public Works Shahad Mohammad and David Rivera with Freese and Nichols, Inc.

- C. Renaming of Shady Trail Drive Briefing

Presented by Director of Public Works Matt Bryant.

**EXECUTIVE SESSION**

Mayor Contreras recessed the Briefing Session at 5:54 p.m. for City Council to convene

into Executive Session.

The Executive Session was called into session at 5:55 p.m., and Mayor Contreras read the item into the record.

The Council closed the Executive Session at 6:53 p.m.

- A. 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.
- B. City Council shall convene into closed session pursuant to Section 551.072, 551.087 to deliberate the purchase, exchange, or lease of real properties, being located east of north Main Street, north of Daniieldale Road, west of Cockrell Hill Road, and south of W Redbird LN, 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 7:00 p.m. with Mayor Contreras presiding.

Pastor Calvin Funchess with Crossroads of Life Assembly delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

**4. REPORTS**

- A. Mayor's Report  
Mayor Contreras reported on his attendance at the Duncanville ISD Jr. ROTC Awards Banquet.
- B. Councilmembers' Report  
Mayor Pro Tem Gooden thanked Marlyse Gordon for her invitation to the tour of Charlton Methodist Hospital. Councilmember McBurnett commented on Operation Clean Duncanville and the Lions Club for the Build a Bed program. He also reviewed upcoming events in the city and encouraged citizens to apply for boards and commissions. Councilmember Koontz informed all that the Library survey is open and encouraged everyone to provide input. He expressed appreciation for the Code Enforcement office for its work around the city.

C. City Manager's Report

Mr. Abernethy reported on the receipt of a grant for transportation improvements and thanked Public Works for their work on the grant. He also reported on the rescheduling of the Harrington Park Ribbon Cutting.

**5. PROCLAMATIONS AND PRESENTATIONS**

- A. National Library Week Proclamation

Read by Library Director Hannah Olson.

- B. Bloomfest Event Briefing

Presented by Special Events Planner Devon Handley.

**6. CITIZENS' INPUT**

Marlyse Gordon 1751 Crescent Lane  
National Day of Prayer

Erika Browning 442 E. Cherry St. (email)  
Drainage Master Plan

**7. CONSENT AGENDA**

The following may be acted upon in one motion. A City Councilmember may request items be removed from the Consent Agenda for individual consideration.

- A. Consider the minutes for March 31, 2026, Bond Workshop and the April 7, 2026, City Council Meeting.
- B. Consider a resolution for appointments to fill vacancies on the Boards and Commissions.

RES 2026-622

- C. Consider a Resolution authorizing a DCEDC expenditure of \$7,500.00 for a sponsorship for the 17th Annual Dallas County Sheriff's Office and Duncanville Police Department Fire Truck Pull.

RES 2026-623

- D. Consider a Resolution authorizing a DCEDC expenditure of \$5,000.00 for a sponsorship to the 2026 Property Improvement Program (PIP) Days.

RES 2026-624

- E. Consider a Resolution approving an economic development incentive agreement between the Duncanville Community and Economic Development Corporation (DCEDC) and JCTF Real Estate, LLC for the redevelopment, beautification and expansion of Texas Fadez Barber Academy & Midas Touch Retail Supply Store located at 1014 S. Main Street, in the amount of \$200,000, categorizing this project as a business expansion and retention incentive.

RES 2026-625

- F. Consider an amendment to the Comprehensive Zoning Ordinance to amend Planned Development PD2535-R (PD 2535-R) to Planned Development 2535-R2 (PD 2535-R2), to adopt an amended site plan and development regulation for a 12-unit multi-family residential use, on real property located at 402 E. Wheatland Road, legally described as Lot 1, Block A & Abandoned Alley, Wheatland Plaza Shopping Center on 7.501 acres±, City of Duncanville, Dallas County, Texas.

ORD 2579

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.

## **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

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

No action taken.

- B. Consider a Resolution for Fiscal Year 2026 Hot Fund Grant to the Duncanville Chamber of Commerce

Presented by Project Manager Angel Deal.

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

RES 2026-620

- C. Discuss and consider a resolution designating Mr. and Ms. Juneteenth to represent Duncanville at the 2026

Best Southwest Juneteenth event.

Presented by Chiquita Taylor.

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

RES 2026-626

**9. STAFF AND BOARD REPORTS**

A. Fire Department Bi-Annual Report

Presented by Fire Chief Chris Conneally.

B. Briefing about Master Fee Updates for Planning, Permitting, Inspections, and Public Works.

Presented by Assistant City Manager Mark Rauscher.

**ADJOURNMENT**

The meeting was adjourned at 8:06 p.m.

APPROVED:

\_\_\_\_\_  
CITY SECRETARY

**Duncanville City Council Meeting Minutes  
Tuesday, May 5, 2026**

**CALL TO ORDER**

A regular meeting of the Duncanville City Council was called to order on Tuesday, May 5, 2026, at 4:00 PM in the Council Briefing Room at City Hall with a quorum to wit:

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

Council Arriving At:

Council Absent:

**EXECUTIVE SESSION**

The Executive Session was called into session at 4:00 p.m. and Mayor Contreras read the item into record.

The Council closed the Executive Session at 5:52 p.m.

- A. City Council shall convene into closed session for consultation with City Attorney pursuant to Texas Government Code Section 551.071 regarding Life School vs the City of Duncanville.
- B. City Council shall convene into closed session for consultation with City Attorney pursuant to Texas Government Code Section 551.071 regarding Natalie Ortiz vs the Board of Adjustment of City of Duncanville and City of Duncanville, Texas.
- C. 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.
- D. City Council shall convene into closed session pursuant to Section 551.072, 551.087 to deliberate the purchase, exchange, or lease of real properties, being located east of north Main Street, north of Daniieldale Road, west of Cockrell Hill Road, and south of W Redbird LN, and to seek legal advice from City Attorney regarding such real property.

## **WORK SESSION / BRIEFING**

The briefing was called into session at 6:00 p.m.

### **1. DISCUSS AGENDA ITEMS**

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

### **2. CITY COUNCIL CALENDAR**

City Secretary Chiquita Taylor reviewed the council calendar.

### **3. BRIEFINGS / PRESENTATIONS**

- A. Provide City Council with a Briefing on the STAR Transit FY 25-26 Annual Update and FY 27 Budget Changes

Presented by Kim Britton, Deputy Executive Director with STAR Transit.

- B. Briefing to Discuss Residential Rental Registration and Inspection

Presented by Building Official Kurt Kasson.

## **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 7:00 p.m. with Mayor Contreras presiding.

Rev. Uchechukwu Aladi with Holy Spirit Catholic Church delivered the Invocation.

Mayor Contreras led the Pledge of Allegiance and Texas Pledge.

### **4. REPORTS**

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

Mayor Contreras reported on his visit to Fairway Elementary School. He thanked the staff and Republic Services for being proactive in removing the bush after the recent storm.

#### **B. Councilmembers' Report**

Councilmember McBurnett reported on the Lions Club District 2X Convention. He reviewed upcoming events in the city and thanked Ann and Tim Perry for their service on the Arts Commission. He also congratulated Marlon Goff on being promoted to Economic Development Director and encouraged citizens to sign up for the Open Rewards app.

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

Mr. Abernethy gave an update on the brush and bulk removal and thanked the

Public Works team. He also reported on the upcoming construction on Cedar Ridge and the city maintaining its AA financial rating.

**5. PROCLAMATIONS AND PRESENTATIONS**

- A. National Police Week (May 11-17, 2026)

Read by Assistant Police Chief Ron Wilcots.

- B. National Small Business Week (May 3-9, 2026)

Read by Economic Development Director Marlon Goff and presented to representatives of the Duncanville Chamber of Commerce.

- C. Proclamation recognizing May 3–9, 2026, as Drinking Water Week.

Read by Director of Public Works Matt Bryant and presented to the Public Works Utilities employees.

- D. Presentation on Greater Dallas Planning Council - South Committee

Presented by Gair Abbud, Managing Director with the Greater Dallas Planning Council.

**6. CITIZENS' INPUT**

Barry Gordon 1751 Crescent Lane  
Owner's Rep Agreement

Tai Fang Leu 434 Blueridge Dr.  
Tai Fang Leu

Gary Bennett 215 Calder Ave. (email)  
Stray cats

**7. CONSENT AGENDA**

The following may be acted upon in one motion. A City Councilmember may request items be removed from the Consent Agenda for individual consideration.

Agenda Items 7A and 7B were moved to individual consideration items 8E and 8F at the request of Councilmember Cherry-Brown.

- A. Discussion and consideration of all matters incident and related to the issuance and sale of "City of Duncanville, Texas, Tax and Waterworks and Sewer System (Limited Pledge) Revenue Certificates of Obligation, Series 2026", including the adoption of an ordinance authorizing the issuance of such certificates of obligation and resolving other matters incident and related thereto.

Moved to Individual Consideration Item 8E.

- B. Discussion and consideration of all matters incident and related to approving and authorizing publication of notice of intention to issue Series 2026A Certificates of Obligation, including the adoption of a resolution pertaining thereto.

Moved to Individual Consideration Item 8F.

- C. Consider a Resolution authorizing the amendment to the City's policies regarding acceptance of bids and proposals associated with the acquisition of goods and services subject to competitive benefit requirements as required by Texas Government Code 252; and authorizing the Engagement, Use, and Acceptance of Electronic Bids for City Procurement

RES 2026-628

- D. Consider a Resolution for the Motor Vehicle Crime Prevention Authority (MVCPA) Grant

RES 2026-629

Councilmember Don McBurnett made a motion to approve the consent agenda, Mayor Pro-Tem DeMonica Gooden seconded the motion. The vote was cast 7 for, 0 against.

## **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

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

No action taken.

- B. Conduct a Public Hearing and consider an Ordinance amending Ordinance No. 1215 to rename a public street, namely Shady Trail Drive, from its intersection with South Main Street to the point of intersection with Bob Lee Boulevard, to Bill Willborn Drive.

Presented by Public Works Director Matt Bryant.

Mayor Contreras opened the public hearing at 7:51 p.m.

Spoke in support: none

Spoke in opposition: none

Councilmember Don McBurnett made a motion to close the public hearing, Councilmember Jeremy Koontz seconded the motion. The vote was cast 7 for, 0

against.

The public hearing was closed at 7:52 p.m.

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

ORD 2581

- C. Consider an Ordinance amending the FY 2025-26 Budget

Presented by Budget Administrator Jennifer Otey.

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

ORD 2582

- D. Consider a resolution authorizing the Interim City Manager to execute a non-binding Letter of Intent (LOI) with Cenzo's Pizza & Deli, LLC for a development proposal located at 100 E Wheatland Rd.

Presented by Economic Development Director Marlon Goff.

Councilmember Don McBurnett made a motion to approve the item, Councilmember Kyle Pennebaker seconded the motion. The vote was cast 7 for, 0 against.

RES 2026-630

- E. Discussion and consideration of all matters incident and related to the issuance and sale of "City of Duncanville, Texas, Tax and Waterworks and Sewer System (Limited Pledge) Revenue Certificates of Obligation, Series 2026", including the adoption of an ordinance authorizing the issuance of such certificates of obligation and resolving other matters incident and related thereto.

Presented by the Managing Director of Fiscal Services/CFO Richard Jackson and Jason Hughes with Hilltop Securities.

Councilmember McBurnett requested Mr. Jackson review the process of the sale of the Certificates of Obligation and the Advanced Meter Infrastructure (AMI) project and its benefits. Matt Bryant assisted with the review of the AMI project.

Councilmember Don McBurnett made a motion to approve the item, Councilmember Karen Cherry-Brown seconded the motion. The vote was cast 7 for, 0 against.

ORD 2580

- F. Discussion and consideration of all matters incident and related to approving and authorizing publication of notice of intention to issue Series 2026A Certificates of Obligation, including the adoption of a resolution pertaining thereto.

Presented by Richard Jackson.

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

RES 2026-627

**9. STAFF AND BOARD REPORTS**

- A. Parks and Recreation Bi-Annual Report

Presented by Parks and Recreation Director Bart Stevenson.

- B. Public Works Semi-Annual Report

Presented by Matt Bryant and Assistant Director of Public Works Shahad Mohammad.

- C. Fairwood Place Parking Report

Presented by Assistant City Manager-Community Mark Rauscher.

- C. Board and Commissions Interview Process Options

Presented by Chiquita Taylor.

**ADJOURNMENT**

The meeting was adjourned at 9:31 p.m.

APPROVED:

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CITY SECRETARY



# STAFF REPORT

**MEETING:** City Council - May 19, 2026

**TITLE:**

Consider a Resolution amending the Fiscal Year 2025-2026 Master Fee Schedule.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Plan with Purpose:** Embed the Comprehensive Plan into daily operations, zoning, budgeting, and land use.

**STAFF RESPONSIBLE:**

**Mark Rauscher**

**BACKGROUND/HISTORY:**

The City Council adopts the Master Fee Schedule each year to ensure fees are updated annually. All changes in fees are notated in yellow on the attached spreadsheet titled "Planning and Inspections 05.19.26.pdf." These changes by the Planning and Zoning Department as well as the Public Works Department help ensure that the City of Duncanville's fee schedule for development-related items is up-to-date and aligned with surrounding cities. This is a mid-year update to address several key areas impacting planning, permitting, inspections, and engineering. Some of the highlighted changes include:

Planning

- Adding a fee for final plats, replats, and vending site approvals
- Adding fees for subsequent plan reviews beyond two reviews
- Increases to several existing fees

Permitting

- Increase fees for Short-Term Rental (STR's) registrations, inspections, and renewals.
- Increase fees for Certificates of Occupancy (CO's) and commercial plan reviews
- Added fees for bathroom remodels, residential carports, and foundation repairs

Inspections

- Increase fees for all trades (i.e., electrical, plumbing, etc.)
- Added new fees for residential electrical repair/alteration and residential service upgrade or meter changes
- Added fees for backflow devices as well as cases where plumbing and electrical work were performed without permits.
- Increased fees for subsequent re-inspections after a failed inspection
- Added a new fee for after-hours health inspections

Public Works

- Added fees for Engineering Plan Reviews and Right of Way (ROW) Permits
- Increased fees for asphalt tie-ins to concrete projects and also
- Added fees for fire hydrant meter settings and relocations
- Added fees for utility infrastructure tampering charges

**POLICY EXPLANATION:**

These changes will ensure our fees are up to date and aligned with surrounding cities.

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

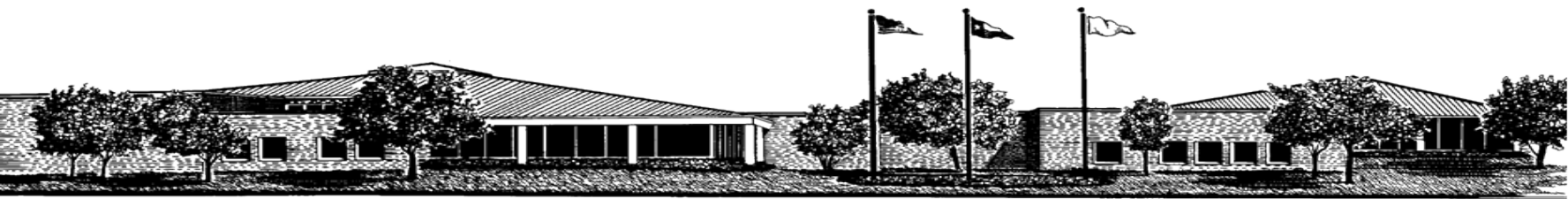
N/A

**ACTION ALTERNATIVES:**

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

**ATTACHMENTS:**

Master Fee Schedule Update 04 21 2026, Planning and Inspections 05.19.26\_FINAL,  
Resolution No. - 2026-\_\_\_\_ - Amending FY 2025-2026 Master Fee Schedule



# MASTER FEE UPDATES FOR PLANNING, PERMITTING INSPECTIONS, AND PUBLIC WORKS

MARK RAUSCHER, ASSISTANT CITY MANAGER  
APRIL 21, 2026

We are building a vibrant, inclusive community, driven by a commitment  
to democratic principles and service above self

# PURPOSE

- Introduce proposed fee updates for the Planning and Public Works Departments that will be made as part of a mid-year update.

# PLANNING

- Adding a fee for final plats, replats, and vending site approvals
- Adding fees for subsequent plan reviews beyond two reviews
- Increases to several existing fees

# PERMITTING

- Increase fees for Short-Term Rental (STR's) registrations, inspections, and renewals.
- Increase fees for Certificates of Occupancy (CO's) and commercial plan reviews
- Added fees for bathroom remodels, residential carports, and foundation repairs

# INSPECTIONS

- Increase fees for all trades (i.e., electrical, plumbing, etc.)
- Added new fees for residential electrical repair/alteration and residential service upgrade or meter changes
- Added fees for backflow devices as well as cases where plumbing and electrical work were performed without permits.
- Increased fees for subsequent re-inspections after a failed inspection
- Added a new fee for after hours health inspections

# PUBLIC WORKS

- Added fees for Engineering Plan Reviews and Right of Way (ROW) Permits
- Increased fees for asphalt tie-ins to concrete projects and also
- Added fees for fire hydrant meter settings and relocations
- Added fees for utility infrastructure tampering charges

# RECOMMENDATIONS

- Adopt fee updates via resolution at the 5/5 or 5/19 City Council meeting.

**THANK YOU!**  
**ANY QUESTIONS?**



**MASTER FEE SCHEDULE  
PLANNING AND BUILDING INSPECTIONS**

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10-01-2025	Proposed Increase or Decrease	Proposed Fee
	<b>PLANNING &amp; PERMITTING/INSPECTIONS</b>				
1	<b>ZONING &amp; RELATED FEES</b>				
2	Preliminary plat	plus \$10 per acre.	\$250.00	\$250.00	\$500.00
3	Final plat	plus \$5 per acre. (commercial); plus \$10 per unit (residential)	\$500.00		\$500.00
4	Replat	plus \$5 per lot.	\$500.00		\$500.00
5	Planned Development Amendment	Includes ALL major and minor amendments(Site Plan, Text Amendments, and any other changes/revisions as needed)	\$100.00	\$200.00	\$300.00
6	Site Plan Review	Includes FULL site plan package submittal (site plan, landscape plan, and engineering plans)	\$0.00	N/A	\$300.00
7	Planned Development Request		\$1,050.00	\$450.00	\$1,500.00
8	Zoning Change	Includes residential, commercial, Specific Use Permit (Short Term Rentals and Temporary Workforce Housing)	\$1,050.00		\$1,050.00
9	Comprehensive Plan	Per book	\$1,050.00		\$1,050.00
10	Maps (black/white copy)	Per book	\$50.00		\$50.00
11	Zoning Verification Letter	Each.	\$50.00		\$50.00
12	Plan Review Revisions	after second round of revisions/each additional review	\$0.00	\$300.00	\$300.00
13	Vending Site Approval, Property Owners	Per Vendor Per Unit, and not in conjunction with a special event		\$200.00	\$200.00
14	<b>SHORT TERM RENTALS AND HOUSING</b>				
15	Short-Term Rental Annual Registration Fee	Per unit. Assessed annually, includes inspection	\$350.00		\$350.00
16	Short-Term Rental Re-Inspection	Short-Term Rental Re-Inspection - per inspection after first re-inspection	\$150.00	(\$100.00)	\$50.00
17	STR Renewal after expiration	Per occurrence	\$100.00	\$50.00	\$150.00
18	Temporary Workforce Housing - Annual Registration fee	Per occurrence	\$100.00		\$100.00
19	TWH Reinspection Fee	Per unit. Assessed annually, includes inspection	\$350.00		\$350.00
20	TWH renewal after expiration, late fee	Per inspection after first re-inspection	\$150.00		\$150.00
21	TWH occupied while expired, penalty	Per occurrence	\$100.00		\$100.00
22	<b>CERTIFICATES OF OCCUPANCY</b>				
23	New or existing building		\$200.00		\$200.00
24	Clean & Show Permit	Conditional for 90 days, will require an inspection or review of property on 90th day when the occupant changes electrical provider and an inspection is required	\$100.00		\$100.00
25	Utility Verification Permit		\$100.00		\$100.00
26	Replacement, change of name same owner	Certificate replacement	\$50.00		\$50.00
27	Plan Review Revisions	Revision to plans after permit approved	NEW	\$100.00	\$100.00
28	Plan Review Revisions	Revisions to plans under review after 1st round of comments	NEW	\$100.00	\$100.00
29	<b>RESIDENTIAL PLAN REVIEW</b>	<b>RESIDENTIAL PLAN REVIEW - NEW, ADDITIONS, REMODEL, ALTERATION</b>			
30	Residential Plan Review Fee	Plan Review Fee is due at time of application			
31	Single Family / Duplex / ADU	Per building	\$300.00		\$150.00
32	Townhomes built per IRC	Per unit	\$150.00		\$150.00
33	Additions	Per project	\$150.00		\$150.00
34	<b>RESIDENTIAL BUILDING PERMITS</b>	<b>RESIDENTIAL NEW CONSTRUCTION, ADDITIONS, AND ADUs</b>			
35	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	See Comments		See Comments
36	Re-Issue Expired Permit	Half the cost of a new permit			See Comments
37	<b>Total Square Feet</b>	Permit Fee includes all trades and required inspections			
38	New Construction	\$1.10 per square foot			See Comments
39	Alterations, renovations/additions	\$1.10 per square foot			See Comments
40	<b>COMMERCIAL PLAN REVIEW</b>	<b>COMMERCIAL - NEW CONSTRUCTION, ADDITIONS, &amp; REMODELS</b>			
41	Plan Review	Commercial Review are due at time of application. Fee is equal to 50% of Building Permit Fee and is an addition to the permit fee.	50% permit cost	(+15%)	65% permit cost
42	<b>BUILDING PERMITS</b>	<b>COMMERCIAL - NEW CONSTRUCTION, ADDITIONS, &amp; REMODELS</b>			
43	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	See Comments		See Comments
44	Re-Issue Expired Permit	Half the cost of a new permit	See Comments		See Comments
45	<b>Total Square Feet</b>	Permit Fee includes all trades and required inspections			
46	1 - 500				\$70.00
47	501 - 2,000	\$70.00 for the first 500 plus \$6.30 for each additional 100 or fraction thereof, to and including 2,000 sq ft.	Calculates in fee table		Fee Table
48	2,001 - 25,000	\$179.20 for the first 2,000 plus \$25.20 for each additional 1,000 or fraction thereof, to and including 25,000 sq ft.	Calculates in fee table		Fee Table
49	25,001 - 50,000	\$747.60 for the first 25,000 plus \$19.60 for each additional 1,000 or fraction thereof, to and including 50,000 sq ft.	Calculates in fee table		Fee Table
50	50,001 - 100,000	\$1,274.00 for the first 50,000 plus \$14.00 for each additional 1,000 or fraction thereof, to and including 100,000 sq ft.	Calculates in table		Fee Table
51	100,001 - 500,000	\$2,100.00 for the first 100,000 plus \$11.90 for each additional 1,000 or fraction thereof, to and including 500,000 sq ft.	Calculates in table		Fee Table
52	500,001 - 1,000,000	\$6,860.00 for the first 500,000 plus \$9.80 for each additional 1,000 or fraction thereof, to and including 1,000,000 sq ft.	Calculates in table		Fee Table
53	1,000,001 and above	\$11,760.00 for the first 1,000,000 plus \$8.40 for each additional 1,000 or fraction thereof	Calculates in table		Fee Table
54	<b>INSPECTIONS / PLAN REVIEW</b>				
55	Commercial Pool/Spa Health Inspection Fee	Inspected up to 4 times a year, per inspection	\$400.00		\$400.00
56	Reinspection after 1st re-inspection	Per inspection after first re-inspection for same uncorrected items	\$150.00		\$150.00
57	Travel Charge - Building outside city limits	Per mile of distance from City limit			\$1.40
58	Inspections for which no fee is specifically indicated	Per inspection	\$100.00		\$100.00
59	Resubmittal / Addendum Plan Review	Required by substantial changes, additions, or revisions to plans	\$125.00		\$125.00
60	Use of outside consultants for plan checking and inspections or both	To include administrative and overhead costs.	Actual Cost		Actual Cost
61	<b>CONTRACTOR REGISTRATION</b>				
62	General Contractor Registration - fence, concrete, sign, landscape irrigation installer, solar	Projects over \$50k require \$1,000,000.00 liability insurance	\$150.00		\$150.00
63	<b>ELECTRICAL PERMITS RESIDENTIAL</b>	Unrelated to new construction or remodeling.			
64	Electrical work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee	See Comments		See Comments
65	Electrical release for service provider change or no power	Inspection for no power currently or service provider change	\$125.00		\$125.00
66	Residential electrical repair/alteration		\$125.00		\$125.00
67	Residential service upgrade or meter change		\$125.00		\$125.00
68	<b>ELECTRICAL PERMITS COMMERCIAL</b>	Unrelated to new construction or remodeling.			
69	Electrical performed with no permit	Work performed without a permit when a permit is required - double fee			
70	Commercial electrical work	Based off the value in the fee table	Fee Table		Fee Table
71	<b>PLUMBING PERMITS RESIDENTIAL</b>	Unrelated to new construction or remodeling.			
72	Plumbing work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee	See Comments		See Comments
73	Plumbing repair / alteration		\$125.00		\$125.00
74	Underground Sewer, Gas, Water		\$125.00		\$125.00
75	Water heater installation		\$125.00		\$125.00

MASTER FEE SCHEDULE  
PLANNING AND BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10-01-2025	Proposed Increase or Decrease	Proposed Fee
77	Water treatment system installation		\$125.00		\$125.00
78	Backflow device inspection		\$125.00		\$125.00
79	New Landscape Irrigation Installation		\$175.00		\$175.00
80	Gas Test & minor repair		\$125.00		\$125.00
81	<b>PLUMBING PERMITS COMMERCIAL</b>	Unrelated to new construction or remodeling.			
82	Plumbing work done with no permit	Work performed without permit when a permit is required - double fee			Fee Table
83	Plumbing repair / alteration				Fee Table
84	Underground Sewer, Gas, Water				Fee Table
85	Water heater installation				Fee Table
86	Water treatment system installation				Fee Table
87	Backflow device inspection				\$125.00
88	New Landscape Irrigation Installation				Fee Table
89	Gas Test & minor repair				\$125.00
90	<b>MECHANICAL PERMITS RESIDENTIAL</b>	Unrelated to new construction or remodeling.			
91	HVAC Performed Without Permit	Work performed w/out permit when permit required - double fee	See Comments		See Comments
92	Mechanical - Repair or Alteration	Per system	\$125.00		\$125.00
93	Mechanical HVAC System New	HVAC System with new unit inside/outside or entire system	\$125.00	\$75.00	\$200.00
94	New Duct Work Only		\$250.00	(\$150.00)	\$100.00
95	Misc. HVAC		\$175.00	(\$75.00)	\$100.00
96	<b>MECHANICAL PERMITS COMMERCIAL</b>	Unrelated to new construction or remodeling.			
97	HVAC Performed Without Permit	Work performed w/out permit when permit required - double fee			
98	RTU/Package Unit - New/Repair/Alteration	Per system	\$150.00		Fee Table
99	HVAC System/Unit	Per system	\$175.00		Fee Table
100	Walk-In Cooler Installation	Per system	\$175.00		Fee Table
101	<b>SMALL CELL AND NETWORK NODES</b>				
102	Small Cell/Network node application fee	1-5 network nodes	\$500.00		\$500.00
103	Small Cell/Network node application fee	Additional network nodes beyond 5, each	\$250.00		\$250.00
104	Small Cell/Network node application fee	Each pole to be erected	\$1,000.00		\$1,000.00
105	Small Cell/Network node annual user fee	Each network node	\$250.00		\$250.00
106	Transport Facility monthly user fee	Each network node in right-of-way providing backhaul	\$28.00		\$28.00
107	Collocation on city poles annual user fee	Each pole	\$20.00		\$20.00
108	<b>MISC. PERMITS / FEES</b>	Including all trades, if applicable.			
109	Work Done Without Permit	Double the calculated permit fee	See Comments		See Comments
110	Solar / Generator / Battery Storage Residential	New installation or modification	\$300.00		\$300.00
111	Solar / Generator / Battery Storage Commercial	New installation or modification			Fee Table
112	Site Work Only Permit	No pouring of piers, foundations, curbs, or flatwork allowed	\$300.00		\$300.00
113	Foundation repair Residential	Engineer sealed letter required	\$200.00		\$200.00
114	Foundation repair Commercial	Engineer sealed letter required			Fee Table
115	Swimming Pool or Spa - Residential - Above Ground	New Construction greater than 24"	\$75.00		\$75.00
116	Swimming Pool or Spa - Residential - Permanent	New Construction greater than 24"	\$500.00		\$500.00
117	Swimming Pool or Spa - Commercial	Includes Splashpad - any depth	\$500.00		\$500.00
118	Annual commercial pool, spa, splashpad operational permit	Per pool, permit value April 1 - March 31	\$200.00		\$200.00
119	Pool permit renewal after expiration, late fee	Each and Every month its late	\$100.00		\$100.00
120	Accessory building > 120 SQ FT	Separate permit requires for MEP	\$250.00		\$250.00
121	Residential re-roof	Includes decking	\$150.00		\$150.00
122	Windows, doors, general repair	Change windows, siding, doors, general	\$200.00		\$200.00
123	Bathroom Remodel/Renovation Only	Bathroom remodel/renovation only		\$250.00	\$250.00
124	Roof Commercial	Under fee table			Fee Table
125	Commercial Concrete	Under fee table			Fee Table
126	All Residential concrete: sidewalk, driveway approach and patio only			\$200.00	\$200.00
127	Commercial concret, sidewalk, drive approach	Based off fee table			Fee Table
128	Residential retaining wall	3' or more/4' requires engineer design and seal		\$150.00	\$150.00
129	Commercial retaining wall	requires Engineer design and seal			Fee Table
130	Residential carport	Must meet zoning and city requirements		\$150.00	\$150.00
131	Commercial carport/Porta Cochere	Must meet zoning and city requirements			Fee Table
132	Asphalt tie-in to concrete drive approach	Per linear foot: Flat fee	\$6.00	\$244.00	\$250.00
133	Construction Trailer	per trailer	\$125.00		\$125.00
134	Building demolition	per building	\$150.00		\$150.00
135	Gasoline fuel tanks	per tank	\$300.00		\$300.00
136	Tent or canopy	Maximum four permits per year, 14 days each	\$75.00		\$75.00
137	Residential Fence	String line required, plan reviewer may require professional survey	\$125.00		\$125.00
138	Commercial Fence	String line required, professional survey required	\$300.00		\$300.00
139	Storage Containers / PODS	Maximum two permits per year, 15 days each	\$50.00		\$50.00
140	Garage Sale / Estate Sale / Non-Profit Org	Maximum 1 sale in any 90 day period. Fee after 1st free permit each calendar year. Sale listed on city website for permits pulled by Thursday.	\$5.00		\$5.00
141	Seasonal garden center		\$150.00		\$150.00
142	Solicitor Permit	Issued by police department	See Comments		See Comments
143	Handbill registration	Per year.	\$50.00		\$50.00
144	Handbill permit, one day		\$50.00		\$50.00
145	Handbill permit, one week		\$100.00		\$100.00
146	Handbill permit, one year		\$500.00		\$500.00
147	Donation Box Registration		\$250.00		\$250.00
148	Administrative Fee	Contracting for abatement of Code Violation per Occurrence; minimum charge of \$100	\$250 or 10% of cost, whichever is higher		\$250 or 10% of cost, whichever is higher
149	Vacant building registration	Annual Fee, includes inspection	\$750.00		\$750.00
150	Late Fee	For each month or part of the month that a license fee has not been received.	\$50.00		\$50.00
151	Street name change		\$125.00		\$125.00
152	Native Landscape Permit	One-time fee - Ordinance 2505	\$25.00		\$25.00
153	<b>FAILED INSPECTION FEES</b>	<b>All failed inspections</b>			
154	1st Re-inspection				\$50.00
155	2nd Re-inspection				\$75.00
156	3rd and additional re-inspections				\$100.00
157	After Hours Inspection	\$100 per hour with 2 hour minimum			\$200.00 min.
158	<b>FOOD ESTABLISHMENT FEES</b>	<b>ALL FEES SHALL BE NON-REFUNDABLE UNLESS OTHERWISE PROVIDED BY ORDINANCE</b>			
159	<b>Health permit</b>				
160	<b>Class 1A</b> Retail Food Establishments and Food Stores - Restaurants, cafeterias, and facilities preparing food for individual portions for the public. 2 year term	Per fiscal year. Small scale food businesses are exempted from all city permit requirements when food sales are not more than \$1.5 million per year. State fee still applies. Includes two inspections per year.	\$773.00		\$773.00
161	<b>Class 2A</b> School Food Establishments - operated on a for-profit basis by a private contractor. 2 year term	Per fiscal year. Small scale food businesses are exempted from all city permit requirements when food sales are not more than \$1.5 million per year. State fee still applies. Includes two inspections per year.	\$258.00		\$258.00

MASTER FEE SCHEDULE  
PLANNING AND BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 10-01-2025	Proposed Increase or Decrease	Proposed Fee
162	<b>Class 3A</b> Institutional Food Service - Hospitals, jails, schools, commissaries, large institutional kitchens. 2 year term	Per fiscal year. Small scale food businesses are exempted from all city permit requirements when food sales are not more than \$1.5 million per year. State fee still applies. Includes two inspections per year.	\$250.00		\$250.00
163	<b>Class 4A</b> Seasonal Establishments - Concession stands, amusement parks. 1 year term	Per fiscal year. Small scale food businesses are exempted from all city permit requirements when food sales are not more than \$1.5 million per year. State fee still applies. Includes two inspections per year.			\$200.00
164	Temporary food permit (up to 14 days) - commercial	No more than one Temporary Food Permit may be issued to any person or organization in any 90-day period. Small-scale food businesses and Mobile food vendors are exempted when food sales are less than \$1.5 million per year. Includes all inspections.	\$52.00		\$52.00
165	Class 1, 2, or 3 - Additional Health Inspection	Per inspection beginning with the 3rd inspection per year	\$125.00		\$125.00
166	Health permit suspension	Penalty imposed when establishment is forcibly closed by the City	\$300.00		\$300.00
167	Health permit renewal after expiration, late fee	Per occurrence	\$100.00		\$100.00
168	<b>RENTAL AND APARTMENT COMPLEX LICENSING</b>				
169	Residential Rental Property Registration	Annual building, registration, includes inspection and CO	\$150.00		\$150.00
170	Residential Tenant Registration	Tenant registration to have utilities turned on	No charge		No charge
171	Replacement Rental CO	Replacement of lost, destroyed or illegible rental CO	\$25.00		\$25.00
172	Renewal Late fee	Per occurrence, per permit	\$100.00		\$100.00
173	Apartment License Fee	Per unit, all units	\$25.00		\$25.00
174	Apartment Inspection Fee	Per unit inspected, minimum 10% inspected annually	\$50.00		\$50.00
175	Rental Reinspection Fee	Per inspection after the first re-inspection for same uncorrected items	\$150.00		\$150.00
176	<b>SIGN PERMITS</b>				
177	Reface existing sign		\$150.00		\$150.00
178	New construction of sign without electric		\$150.00		\$150.00
179	new construction of sign with electric		\$300.00		\$300.00
180	Flags	3 flags per lot - insignia, decorative, governmental.	No charge		No charge
181	Pennant	14 day limit; within first 90 days of certificate of occupancy.	No charge		No charge
182	<b>BANNER FEES</b>				
183	Erect banner	Each 30 day period; not to exceed 90 days per year.	\$50.00		\$50.00
184	Grand Opening banner	14 day limit; within first 90 days of certificate of occupancy.	No charge		No charge
185	<b>TREE PRESERVATION FEES</b>				
186	Removal of dead, diseased, or damaged tree		No charge		No charge
187	Removal of protected trees and/or review of tree preservation plan in conjunction with building permit. (Applicable mitigation charges still apply)		No charge		No charge
188	Application for tree removal (Applicable mitigation charges still apply)		No charge		No charge
189	Review of tree preservation plan		\$100.00		\$100.00
190	All others		\$100.00		\$100.00
191	<b>VARIANCE REQUESTS</b>				
192	Board of Adjustment	includes residential and commercial	\$500.00	\$0.00	\$500.00
193	<b>ENGINEERING PLAN REVIEW FEES</b>				
194	First Review (Goal of 21 Calendar Day Turnaround)	Up to one acre (base fee)		\$1,000.00	\$1,000.00
195	First Review Additional Per Acre	Additional per acre above one acre		\$50.00	\$50.00
196	Subsequent Review (Goal of 10 calendar day turnaround)	Up to one acre (base fee)		\$500.00	\$500.00
197	Subsequent Review Additional Per Acre	Additional per acre above one acre		\$25.00	\$25.00
198	Engineering Plan Review Hourly Rate	Per review hour beyond the base fee		\$150.00	\$150.00
199	Plans Reviewed by Engineering Consultant			Actual cost plus 10% administrative fee	Actual cost plus 10% administrative fee
200	Traffic Impact Analysis Review by Engineering Consultant			Actual cost plus 10% administrative fee	Actual cost plus 10% administrative fee
201	<b>RIGHT OF WAY FEES</b>				
202	ROW Contractor Registration	These fees do not apply to utilities with franchise agreements with the City		\$100.00	\$100.00
203	ROW Permit	Annual		\$100.00	\$100.00
204	ROW Inspection	Permit includes two inspections		\$50.00	\$50.00
205	Street signs (2 signs, 1 pole)	Each additional inspection		\$0.00	\$75.00
206	ROW Abandonment	Per assembly, installed.		\$0.00	\$250.00
207	Blue fire buttons *is this Fire or PW?*	Each applicator.		\$0.00	\$10.00

**RESOLUTION NO. 2026-\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE FISCAL YEAR 2025-2026 MASTER FEE SCHEDULE FOR PLANNING & ZONING AND PUBLIC WORKS, WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council approved Resolution 2025-536 for changes to the Master Fee Schedule on September 16, 2025; and

**WHEREAS**, the City Council approved the FY 2025-2026 Budget by Ordinance 2549 on September 16, 2025.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:**

**SECTION 1.** In accordance with Chapter 1, 'General Provisions', Division 1. 'General Code Construction', Section 1-7, 'Establishment of fees for city services' of the Code of Ordinances, as amended, the Master Fee Schedule for Planning & Zoning and Public Works is hereby approved which is attached hereto and incorporated herein by reference as Exhibit "A".

**SECTION 2.** That all provisions of the City of Duncanville, Texas, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

**SECTION 3.** That should any work, phrase, paragraph, or section of this Resolution be held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Resolution as a whole or any part or provision thereof other than the part so decided to be unconstitutional, illegal or invalid, and shall not affect the validity of the Resolution as a whole.

**SECTION 4.** That this Resolution shall take effect immediately from and after its passage as the law and charter in such cases provide.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Duncanville, Texas, on the 19th of May 2026.

**APPROVED:**

\_\_\_\_\_  
Greg Contreras, Mayor

**ATTEST:**

\_\_\_\_\_  
Chiquita Taylor, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Robert E. Hager, City Attorney



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

Consider an Ordinance awarding RFB 26-0012 to CCGMG LLC Series B through the City's competitive bid process with a contract amount of \$110,960.00 and an additional amount of \$11,096.00 as a project contingency for a total amount not to exceed \$122,056.00; authorizing an appropriation in the amount of \$72,056.00 from the unappropriated balance of the Streets CIP Fund; and authorizing an expenditure of an amount not to exceed \$122,056.00 for the purpose of ADA ramp improvements in the Camp Wisdom West and Forest Hills subdivisions,

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Invest in People and Places:**

- **Support walkable, connected neighborhoods and advance equitable infrastructure.**

**STAFF RESPONSIBLE:**

**Matt Bryant**

**BACKGROUND/HISTORY:**

The Americans with Disabilities Act (ADA) became law on July 26, 1990, and is a federal civil rights law prohibiting discrimination against individuals with disabilities in all areas of public life. One ADA goal is to ensure handicap-accessible routes and pedestrian safety. In 2015, the City implemented a sidewalk accessibility initiative to ensure compliance with the ADA. This is achieved by removing barriers on existing sidewalks and by constructing new sidewalks where gaps exist in the sidewalk network. These improvements will help create a safer, more walkable community.

This project will provide new ADA-compliant curb ramps along Johnson Drive and Power Drive, from Flamingo Way to Michaels Drive. The improvements will provide accessibility in compliance with the Americans with Disabilities Act where access does

not currently exist.

Additionally, this project was designated a Community Development Block Grant (CDBG) project. Congress created the CDBG program in 1974. Dallas County administers the CDBG funding, which can be used for several neighborhood projects aimed at eradicating blight, principally benefiting low- and moderate-income neighborhoods, or eliminating a community-threatening condition. In June 2024, City Council approved the submittal of the FY2024 CDBG application to Dallas County for CDBG funds. The City will receive \$82,000.00 in reimbursement from Dallas County for this project.

The funds we will receive from reimbursement have been included in the FY2026 Budget. The amount currently budgeted for expenditure is not sufficient to cover the full cost of the project that the City is obligated to pay for first before receiving the reimbursement. This legislation requests an appropriation of \$72,056 from the available fund balance in the Streets CIP Fund (currently \$92,000 fund balance available). The total net cost to the City after receiving the grant reimbursement is just over \$40,000.

**POLICY EXPLANATION:**

RFB 26-0012 Camp Wisdom West/Forest Hills ADA Ramp Improvements was advertised via The Rambler on April 11, 2026, and April 18, 2026. The bid request was also publicized through the bidding notification system for PublicPurchase.com. The City received five bids by the bid closing date of May 6, 2026. CCGMG LLC Series B was the lowest responsible and responsive bidder, as shown in Exhibit A. This project was bid in compliance with Texas municipal purchasing statutes.

Staff requests an additional appropriation of \$11,096.00 as a project contingency to cover any unforeseen conditions and expenses that may result in a change order. The total cost of the project's construction should not exceed \$122,056.00.

**FUNDING SOURCE:**

**ORG and Object Number**

20100000-708102 (Street Construction CIP Project/Construction)

<b>Available Budget</b>	<b>Purchase Amount</b>	<b>After Encumber</b>
\$50,000.00	\$122,056.00	#

**ACTION ALTERNATIVES:**

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

**ATTACHMENTS:**

Ordinance - ADA Ramp Improvements, RFB 26-0012 Exhibit B - Bid Tab

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDED RFB 26-0012 TO CCGMG LLC SERIES B THROUGH THE CITY'S COMPETITIVE BID PROCESS FOR ADA RAMP IMPROVEMENTS IN THE CAMP WISDOM WEST AND FOREST HILLS SUBDIVISIONS, WITH A CONTRACT AMOUNT OF \$110,960.00 AND AN ADDITIONAL AMOUNT OF \$11,096.00 AS A PROJECT CONTINGENCY FOR A TOTAL AMOUNT NOT TO EXCEED \$122,056.00; AUTHORIZING AN APPROPRIATION OF \$72,056.00 FROM THE UNAPPROPRIATED BALANCE OF THE STREETS CIP FUND; AUTHORIZING AN EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$122,056.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES, INCLUDING CHANGE ORDERS; AND, PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements to the City's infrastructure; and

**WHEREAS**, the Federal Government's Community Development Block Grant (CDBG) provides funding for improvements in neighborhoods meeting certain criteria; and

**WHEREAS**, ramp improvements are needed in the Camp Wisdom West and Forest Hills subdivisions, and these improvements are eligible for funding under the CDBG program; and

**WHEREAS**, the City of Duncanville, Texas, has obtained competitive sealed bids for the improvements per RFB 26-0012 and recommends the award of the bid to the lowest responsible bidder meeting specifications in the amount bid; and

**WHEREAS**, the City of Duncanville, Texas, has sufficient fund balance to cover the initial cost requirements for the project needed before receiving reimbursement from the CDBG award; and

**WHEREAS**, change orders increasing the total contract price or valued at \$50,000.00 or greater require City Council approval, and a project contingency authorizes the City Manager or designee to execute change orders valued at less than \$50,000.00; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:**

**SECTION 1.** The City Council of the City of Duncanville, Texas, hereby awards RFB 26-0012 and authorizes a contract in an amount not to exceed \$122,056.00 with CCGMG LLC Series B for the purpose of ADA ramp improvements in the Camp Wisdom West and Forest Hills.

**SECTION 2.** An appropriation in the amount of \$72,056.00 is hereby authorized from the unappropriated balance of the Streets CIP Fund for the purpose identified in Section 1.

**SECTION 3.** An expenditure in an amount not to exceed \$122,056.00 is hereby authorized from the Streets CIP Fund for the purpose identified in Section 1.

**SECTION 4.** The City Manager is hereby authorized to execute the necessary documents related to said expenditures.

**SECTION 5.** This Ordinance shall become effective immediately upon its passage.

**DULY ORDAINED AND ADOPTED** by the City Council of the City of Duncanville, Texas, on the 19th day of May, 2026.

**APPROVED:**

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Greg Contreras, Mayor

**ATTEST:**

---

Chiquita Taylor, City Secretary

**APPROVED AS TO FORM:**

---

Robert E. Hager, City Attorney



To:

City of Duncanville  
203 E. Wheatland  
Duncanville, TX 75116  
Elton D. Brock, Chief Procurement Officer

**EXHIBIT B - UNIT PRICE PROPOSAL FORM**

From: CCGMG, LLC Series B

2425 Oakridge Dr.

Balch Springs, TX 75180

Bryndis G. Perez Velazquez

469-324-7770

[bperez@ccg-llc.org](mailto:bperez@ccg-llc.org)

Cam-Crete Contracting, Inc.

1118 Cashew Dr.

Venus, TX 76084

Beatrice Camarillo

214-514-0671

[beatrice@cam-crete.net](mailto:beatrice@cam-crete.net)

Vernara, LLC

17250 Dallas Pkwy

Dallas, TX 75248

Taylor "Nick" Meuci

855-837-6272

[admin@vernara.com](mailto:admin@vernara.com)

Texas Standard Construction, LTD

5511 W. Ledbetter Dr.

Dallas, TX 75211

Ron Dalton

214-330-5229

[ron@texasstandardconstruction.com](mailto:ron@texasstandardconstruction.com)

A&M Construction and Utilities, Inc

4950 Grisham Dr.

Rowlett, TX 75088

Marisela Banda

972-412-0255

[mbanda@amconstructionutility.com](mailto:mbanda@amconstructionutility.com)

PROJ. **Camp Wisdom/ Forest Hills ADA Ramp Improvements**

RFB: 26-0012

ENG

PMO:

MRB Group

NOTICE: Description of Items includes all material, labor, equipment, and incidentals, complete and in place.

**OFFEROR'S - UNIT PRICE PROPOSAL**

Item No.	Spec. Section No.	Description	UOM	BID QTY	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
<b>17233.5</b>														
1.01	NCTCOG 100/200	MOBILIZATION, BONDS, AND INSURANCE	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,950.00	\$ 10,950.00	\$ 17,233.50	\$ 17,233.50
1.02	TMUTCD AND NCTCOG 100	BARRICADES, SIGNS AND TRAFFIC HANDLING	EA	1	\$ 9,000.00	\$ 9,000.00	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 25,000.00	\$ 25,000.00	\$ 12,500.00	\$ 12,500.00
1.03	-	PROJECT SIGNS	EA	2	\$ 1,000.00	\$ 2,000.00	\$ 650.00	\$ 1,300.00	\$ 1,500.00	\$ 3,000.00	\$ 1,250.00	\$ 2,500.00	\$ 1,250.00	\$ 2,500.00
1.04	NCTCOG 200	STORMWATER POLLUTION PREVENTION PLAN/BEST MANAGEMENT PRACTICE	LS	1	\$ 9,000.00	\$ 9,000.00	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 9,500.00	\$ 9,500.00	\$ 8,000.00	\$ 8,000.00
<b>DEMOLITION</b>														
2.01	NCTCOG 200 AND TXDOT 100	REMOV CONC (SIDEWALK, RAMP OR SUP)	SY	405	\$ 10.00	\$ 4,050.00	\$ 18.00	\$ 7,290.00	\$ 45.00	\$ 18,225.00	\$ 129.00	\$ 52,245.00	\$ 17.50	\$ 7,087.50
2.02	NCTCOG 200 AND TXDOT 100	REMOVING CONC (CURB AND GUTTER)	LF	316	\$ 10.00	\$ 3,160.00	\$ 10.00	\$ 3,160.00	\$ 15.00	\$ 4,740.00	\$ 97.00	\$ 30,652.00	\$ 6.50	\$ 2,054.00
3.01	DUNCANVILLE 20030 AND NCTCOG 300	CONC SIDEWALK (5")	SY	75	\$ 90.00	\$ 6,750.00	\$ 85.00	\$ 6,375.00	\$ 100.00	\$ 7,500.00	\$ 252.00	\$ 18,900.00	\$ 75.00	\$ 5,625.00
3.02	TXDOT PED-18, DUNCANVILLE 20030, AND NCTCOG 300	CURB RAMPS (TY 2)	EA	6	\$ 1,500.00	\$ 9,000.00	\$ 2,350.00	\$ 14,100.00	\$ 3,500.00	\$ 21,000.00	\$ 3,719.00	\$ 22,314.00	\$ 6,000.00	\$ 36,000.00
3.03	TXDOT PED-18, DUNCANVILLE 20030, AND NCTCOG 300	CURB RAMPS (TY 10)	EA	40	\$ 1,500.00	\$ 60,000.00	\$ 2,350.00	\$ 94,000.00	\$ 3,500.00	\$ 140,000.00	\$ 4,175.00	\$ 167,000.00	\$ 6,100.00	\$ 244,000.00
<b>TOTAL BASE PROPOSAL:</b>						<b>\$110,960.00</b>		<b>\$133,625.00</b>		<b>\$214,465.00</b>		<b>\$339,061.00</b>		<b>\$335,000.00</b>

Contractor acknowledges and agrees that the official TOTAL AMOUNT OF BID is determined by multiplying the unit bid prices by the respective estimated quantities shown in this bid proposal and then totaling all of the extended amounts. Extended amounts SHOULD NOT be rounded up or down. All dollar amounts should be either written legibly or typed. Any mistakes should be rewritten and initialed by the Contractor.



# STAFF REPORT

**MEETING:** City Council - May 19, 2026

**TITLE:**

Consider a resolution recognizing Public Works Professionals as First Responders

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Cultivate Community Trust:**

- **Foster transparency, two-way communication, and active public participation.**

**STAFF RESPONSIBLE:**

**Matt Bryant**

**BACKGROUND/HISTORY:**

In recent years, the role of Public Works professionals as essential components of emergency response has garnered increasing recognition. This shift began in 2003 when the President issued Presidential Policy Directive 8, officially designating public works as first responders. The momentum continued in 2019 when the U.S. Senate passed Senate Concurrent Resolution 15, which recognized October 28 as "Honoring the Nation's First Responders Day," specifically including Public Works personnel.

A few states have also taken steps to formally recognize Public Works employees as first responders through laws or definitions that classify them as emergency responders. The National Incident Management System (NIMS) further underscores their importance by including them alongside traditional first responders, such as police and fire.

Locally, the Town of Addison, Texas, became one of the first cities in Texas to officially designate its Public Works employees as First Responders, setting a precedent for other municipalities. This recognition emphasizes the critical contributions of Public

Works professionals in disaster/emergency response, highlighting their vital role in ensuring public safety and recovery in times of crisis.

**POLICY EXPLANATION:**

The proposed resolution formally recognizes Public Works professionals as first responders based on the nature of the services they provide to the community. The resolution does not create a budgetary impact or modify employee classifications, compensation, or benefits.

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

N/A

**ACTION ALTERNATIVES:**

- 1. Approve.
- 2. Disapprove
- 3. Other actions as directed by Council.

**ATTACHMENTS:**

Public Works First Responders as First Responders, Public Works as First Responders Resolution



# PUBLIC WORKS FIRST RESPONDERS RECOGNITION

MAY 19, 2026

MATT BRYANT, PUBLIC WORKS DIRECTOR



We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self

# REQUEST

- Approve resolution designating Public Works staff as First Responders
- Formally recognize their role in emergency response and public safety support



# WHY IT MATTERS

- Public Works is critical during emergencies:
  - Storm and disaster response
  - Road clearing for emergency access
  - Restoration of water, sewer, and infrastructure systems
  - Support to Police, Fire, and EMS
  - Work performed in hazardous, time-sensitive conditions



# LOCAL EXAMPLE: CITY OF ADDISON

- City of Addison designated Public Works as First Responders in May 2025
- Recognized their role in emergency operations and disaster response



# COUNCIL ACTION REQUESTED

- Approve resolution designating Public Works as First Responders
- Formal recognition aligns with existing emergency responsibilities

THANK YOU! ANY QUESTIONS?

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, DESIGNATING PUBLIC WORKS EMPLOYEES AS FIRST RESPONDERS; AUTHORIZING THE USE OF THE PUBLIC WORKS FIRST RESPONDER SYMBOL AS ADOPTED BY THE AMERICAN PUBLIC WORKS ASSOCIATION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Public Works plays a vital role in responding to emergencies by supporting public safety emergency response partners, helping protect essential services, and restoring those services following an emergency; and

**WHEREAS**, in 2017, the American Public Works Association (“APWA”) created a national “Public Works First Responder” symbol to be used throughout North America to recognize Public Works professionals as “First Responders,” and

**WHEREAS**, the National Incident Management System (“NIMS”) lists Public Works alongside Police, Fire, and Public Health personnel; and

**WHEREAS**, the efforts of Public Works First Responders represent an essential function protecting our citizens and communities that no other agency provides; and

**WHEREAS**, the City of Duncanville desires to authorize the Public Works Department to use the “Public Works First Responder” symbol, as adopted by the APWA, to raise awareness among all citizens, government officials, and other first responders about the critical role Public Works plays in emergency situations; and

**WHEREAS**, the City Council of the City of Duncanville desires to designate the Public Works Department as First Responders.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:**

**SECTION 1:** The City Council of the City of Duncanville, Texas, hereby designates the City of Duncanville’s Public Works Department employees as First Responders and authorizes the use of the “Public Works First Responder” symbol, as adopted by the APWA.

**SECTION 2:** The City Manager is hereby authorized to take such action as necessary to conform to this Resolution as appropriate.

**SECTION 3:** This Resolution shall become effective immediately upon its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Duncanville, Texas, on this the 19<sup>th</sup> day of May 2026.

**APPROVED:**

---

Greg Contreras, Mayor

**ATTEST:**

---

Chiquita Taylor, City Secretary

**APPROVED AS TO FORM:**

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Robert E. Hager, City Attorney

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# STAFF REPORT

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**To:** City Council

**From:** Dr. LaSheyla Jones, Assistant Director, Planning & Zoning

**Prepared Date:** April 30, 2026

**Meeting Date:** May 19, 2026

**RE:** Zoning Change Request| 1023 N. Cockrell Hill Drive  
ZONE-2026-00011

**Applicant:** Keith Hamilton| Applicant  
Luis Hernandez| Owner

---

**REQUEST:** The applicant is requesting a Zoning Change from SF-7 (Single-Family Residential 7) to TF-7 (Duplex Residential) to develop duplexes.

**LOCATION:** 1023 N. Cockrell Hill Rd., Duncanville, TX

**EXISTING ZONING:** Single-Family Residential District 10 (SF-10)

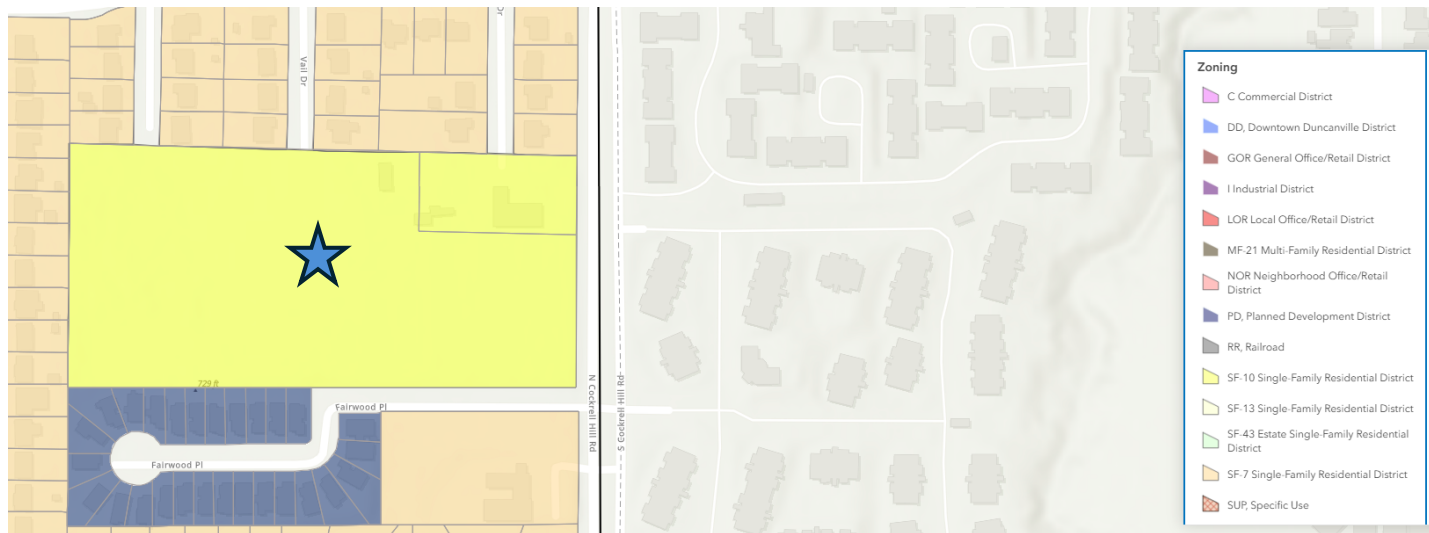
**PROPOSED ZONING:** Duplex Residential District (TF-7)

**FUTURE LAND  
USE DESIGNATION:** Traditional Neighborhood Residential District

**PROJECT SUMMARY:**

The applicant is requesting a Zoning Change from Single-Family Residential District 7 (SF-7) to Duplex Residential District (TF-7) to develop 74 duplex units (34 duplex lots).

The primary purpose of this request is to review the proposed zoning change.



**Subject Property**   
**Figure 1. Zoning Map**

**CURRENT ZONING DISTRICT DESCRIPTION:**

Single Family Residential 10 (SF-10) district is intended primarily for suburban style single-family dwellings and related recreational and educational facilities normally required to provide an orderly and attractive residential area. Civic institutions may be appropriate if compatible in size and operation with the surrounding residential area.

This district is intended to be defined and protected from the encroachment of uses that are not appropriate to a residential environment. Internal stability, attractiveness, order, and efficiency are encouraged by providing for adequate light, air, and open space for



203 E Wheatland Rd.  
Duncanville, TX 75116  
(972) 780-5000

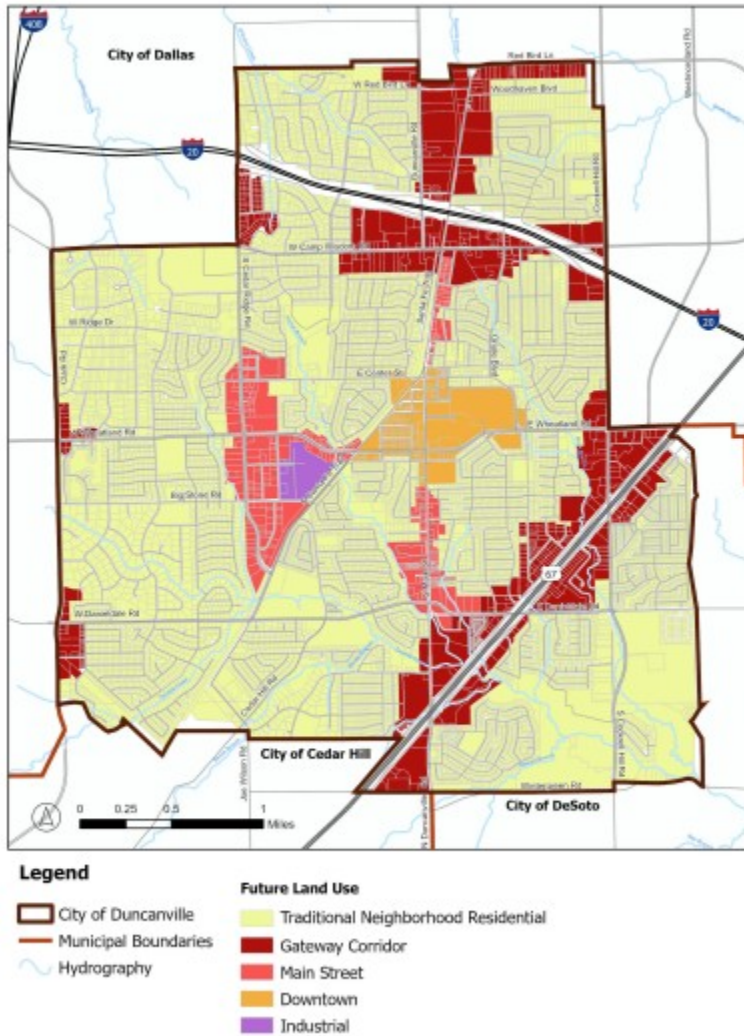
dwellings and related facilities and through consideration of the proper functional relationship of the different uses.

**PROPOSED ZONING DISTRICT DESCRIPTION:**

Duplex Residential District (TF-7) district is intended to promote quality duplex and townhome residential development. Individual ownership of the two family or duplex unit is encouraged. This district may include neighborhoods consisting entirely of duplexes, or, when in accordance with the intent of the Comprehensive Plan, may provide a transition district between lower density residential areas and more intense residential, nonresidential areas, or major roadways.

»»» **Future Land Use Map**

TX Loc Govt Code § 213.005 (2024):  
A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



*Subject Property*  
**Figure 2. Future Land Use Map**

**FUTURE LAND USE DESCRIPTION:**

**Traditional Neighborhood Residential District** future development within this character area should reinforce community connectivity through neighborhood-scale infrastructure in residential areas in the City. Vibrant neighborhoods should offer a mixture of housing

types and small-scale mixed-use neighborhood commercial areas coupled with green spaces and recreational amenities to promote social connectivity and community health. Non-residential areas are intended to serve the residents and build the social fabric of the neighborhoods. Future development in these areas should be carefully considered to ensure they align with existing uses and add to the general character and vitality of the neighborhoods.

**USE DEFINITIONS:**

Article VII Section 7.02.A Residential Uses

*Two-Family Dwelling: A residential building containing two (2) attached dwelling units on one (1) platted lot, each with direct access to the outside, and each designed to be occupied by one (1) family (i.e., the building is occupied by not more than two families)*

**SURROUNDING ZONING AND DEVELOPMENT:**

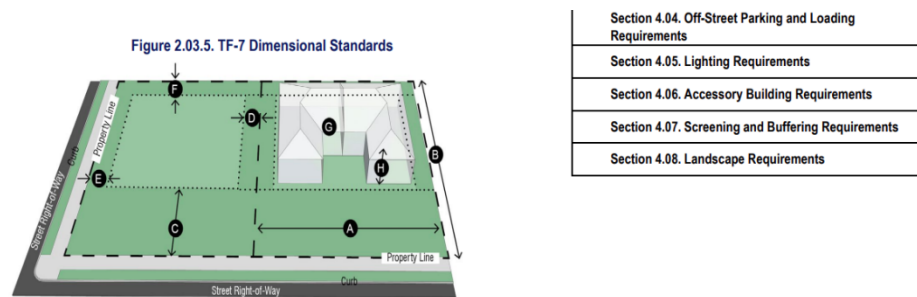
- **NORTH:** Single Family Residential 7 (SF-7)
  - Residential, Fairwoods 1 and 2
- **EAST:** City of Dallas
- **SOUTH:** Planned Development 907 (PD-907) and Single Family Residential 7 (SF-7)
  - Residential, Fairwoods Place
  - Church, William Sprowls Abstract 1290
- **WEST:** Single Family Residential 7 (SF-7)
  - Residential, Fairwoods 6

**PUBLIC INPUT:**

*Staff mailed out 80 notices. At the time of preparation of this report staff has received one (1) response in support and no responses in opposition to the proposed zoning change.*

**STAFF REVIEW:**

The proposed zoning change from SF-7 to TF-7 is in alignment with the Comprehensive Plan (Duncanville 2040). The surrounding neighborhoods are also zoned SF-7 along with a Planned Development (PD) subdivision to the South that allows for a range of housing types. Staff finds that this transition to a denser residential zoning district encourages housing diversity in this area. With this transition in zoning, staff believes that TF-7 will provide more housing units that are aligned with the surrounding neighborhood and community. Based on the size of the property, staff finds that the proposed zoning change to TF-7 can be accommodated to meet the minimum development standards stated in Article 2, Section 2.03.E, Figure 2.03.5



Min. Lot Area	A	B	C	D	E	F	G	H	Min. Living Area
	Min. Lot Width	Min. Lot Depth	Min. Front Setback	Min. Interior Side Setback	Min. Exterior Side Setback	Min. Rear Setback	Max. Building Coverage	Max. Height	
7,000 SF	60'	100'	25'	5'	10'	10'	50%	2½ stories	1,000 SF for single-family 1,600 SF for combined duplex

Figure 3. TF-7 Dimensional Standards

### Priority Policy Area #2 – Livable Neighborhoods Goals

1. Provide a diversity of quality and affordable housing opportunities to support residents of all life stages.
2. Maintain and repair existing housing stock to support neighborhood and community vitality.
3. Promote changes in zoning that allow for compact building design and creative infill development to support gentle density and missing middle housing and reduce sprawl.
4. Preserve and enhance community character through proactive code enforcement and community design standards.

5. Ensure neighborhood street and road networks encourage multimodal transportation connectivity and enable residents to easily access community resources.

Below are key factors that staff consider when reviewing a zoning change.

**ZONING CHANGE CONSIDERATIONS:**

- 1. Whether the proposed zoning change implements the policies of the adopted Comprehensive Plan.**

The proposed zoning change implements the policies of the Comprehensive Plan.

- 2. Whether the uses allowed by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole.**

The proposed use (duplexes) will be appropriate in the immediate area and the surrounding neighborhoods along with the City as a whole.

- 3. Whether the proposed change is in accordance with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area.**

At this time the proposed plans are in accordance with providing the necessary streets, water/sewer, and other utilities.

- 4. The amount of and development absorption (or redevelopment) rate of vacant or underutilized land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstance which may make a submittal part of such vacant land unavailable for development.**

At this time staff cannot speak to the development absorption rate of similar developments in the vicinity. However, there is not another property of this size in the surrounding area vacant to be developed at this scale.

- 5. How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved, and whether such designation for other areas should be modified also; and any other factors which substantially affect the public health, safety, morals, or general welfare.**

Staff does not believe this approved zoning change will substantially impact similar uses in the surrounding area. However, staff does recognize the potential impact the proposed zoning change and development may have on infrastructure in the area.

**STAFF RECOMMENDATION:**

Staff recommends **approval** of the proposed zoning change.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

Recommended denial of the proposed zoning change during the April 13, 2026 meeting with a 3-2 vote.

**FIGURES:**

Figure 1: Zoning Map

Figure 2: Future Land Use Map

Figure 3: TF-7 Dimensional

Standards

**ATTACHMENTS:**

Attachment 1: Map of properties  
within 200 ft.

Attachment 2: Survey

Attachment 3: Zoning Change

Request

Attachment 4: Conceptual Site Plan &  
Renderings



# CITY OF DUNCANVILLE STAFF PRESENTATION TO CITY COUNCIL

DR. LASHEYLA JONES, ASSISTANT DIRECTOR, PLANNING & ZONING  
MAY 19, 2026

We are building a vibrant, inclusive community, driven by a commitment  
to democratic principles and service above self

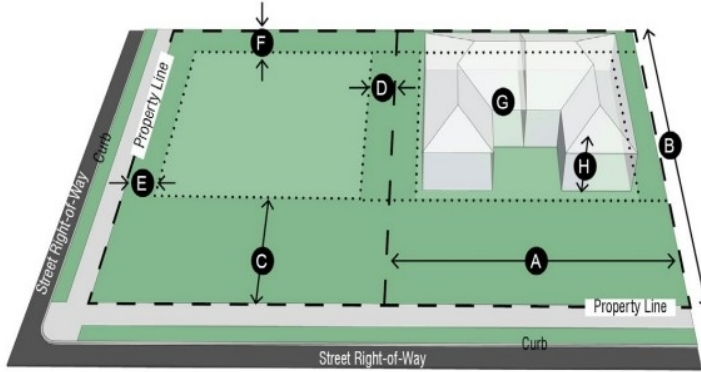


CONSIDER A PUBLIC HEARING FOR **ZONE-2026-00011**: REQUEST FROM KEITH HAMILTON (APPLICANT/AGENT) AND LUIS HERNANDEZ (OWNER) FOR A ZONING CHANGE FROM SINGLE-FAMILY RESIDENTIAL DISTRICT 10 (SF-10) TO DUPLEX RESIDENTIAL DISTRICT (TF-7) ON REAL PROPERTY LOCATED AT 1023 N. COCKRELL HILL ROAD, LEGALLY DESCRIBED AS ABSTRACT 1290, WILLIAM SPROWLES SURVEY ON 8.727 ACRES, CITY OF DUNCANVILLE, DALLAS COUNTY, TEXAS.

# BACKGROUND

- **Purpose for the request**
  - Applicant is requesting a Zoning Change from SF-10 to TF-7 to develop 74 duplex units (38 units)
- **Current zoning:**
  - SF-10/Single Family Residential District
- **Proposed zoning:**
  - TF-7/Duplex Residential District

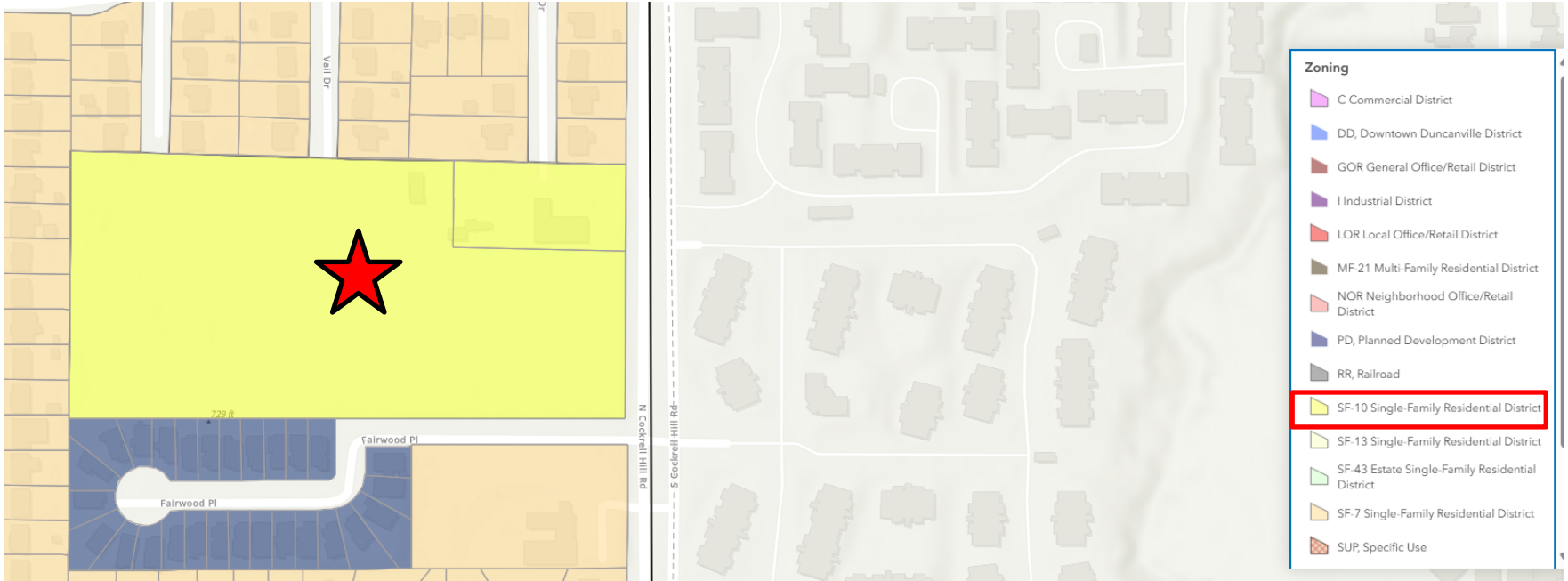
Figure 2.03.5. TF-7 Dimensional Standards



Section 4.04. Off-Street Parking and Loading Requirements
Section 4.05. Lighting Requirements
Section 4.06. Accessory Building Requirements
Section 4.07. Screening and Buffering Requirements
Section 4.08. Landscape Requirements

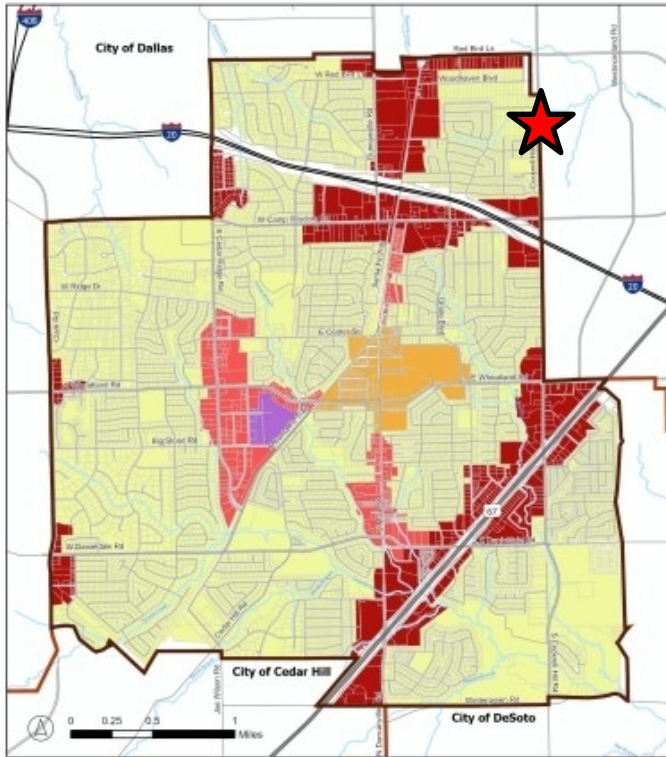
Min. Lot Area	A Min. Lot Width	B Min. Lot Depth	C Min. Front Setback	D Min. Interior Side Setback	E Min. Exterior Side Setback	F Min. Rear Setback	G Max. Building Coverage	H Max. Height	Min. Living Area
7,000 SF	60'	100'	25'	5'	10'	10'	50%	2½ stories	1,000 SF for single-family 1,600 SF for combined duplex

## TF-7 Duplex Dimensional Standards



Subject Property 

# Current Zoning Map



Legend

- City of Duncanville
- Municipal Boundaries
- Hydrography

Future Land Use

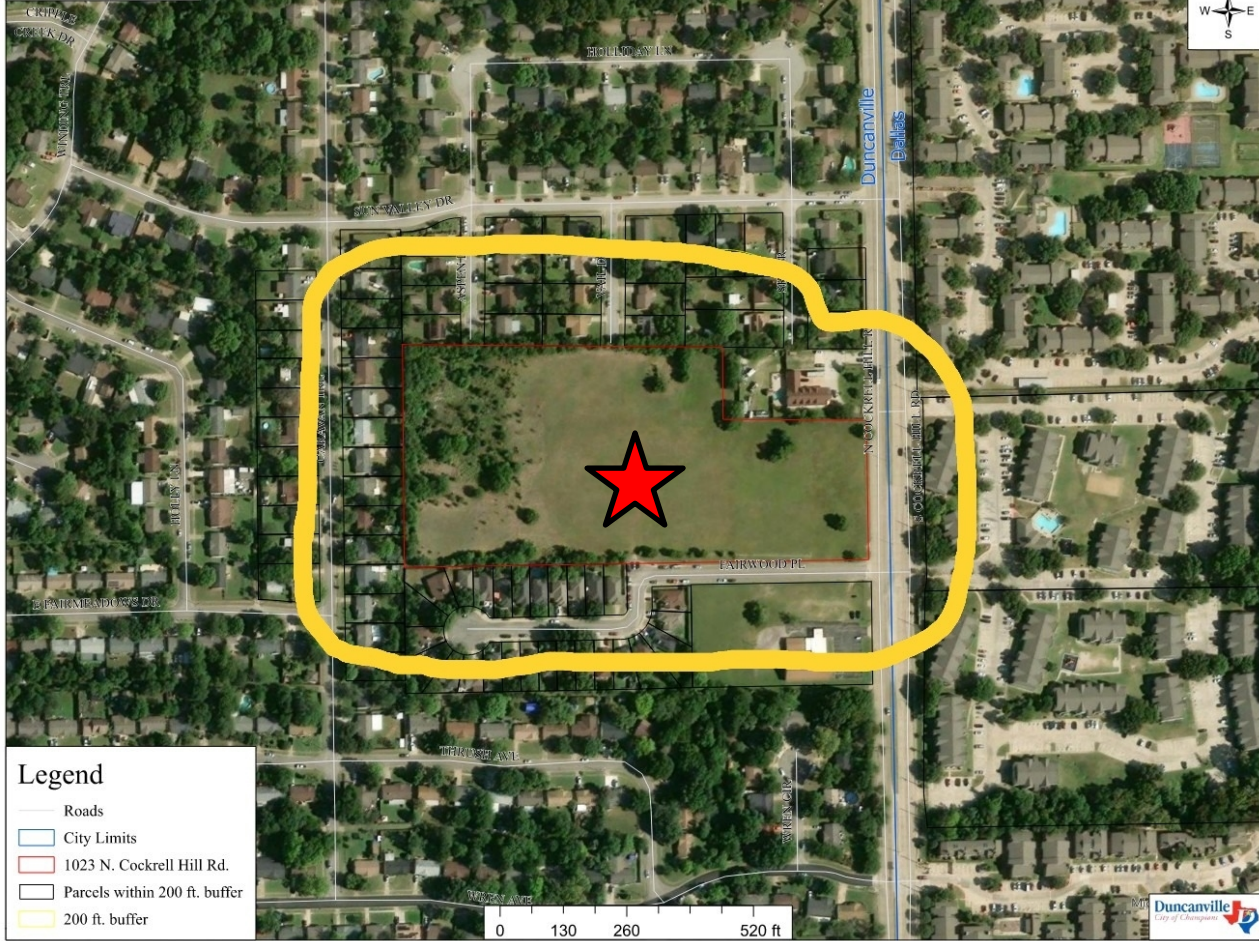
- Traditional Neighborhood Residential
- Gateway Corridor
- Downtown
- Industrial

# Current Zoning

- SF-10; Single Family Residential District

# Future Land Use Map Designation

- Traditional Neighborhood Residential



# Property Owner Buffer Map

Subject Property 



**Aerial View – 1023 N. Cockrell Hill Rd.**



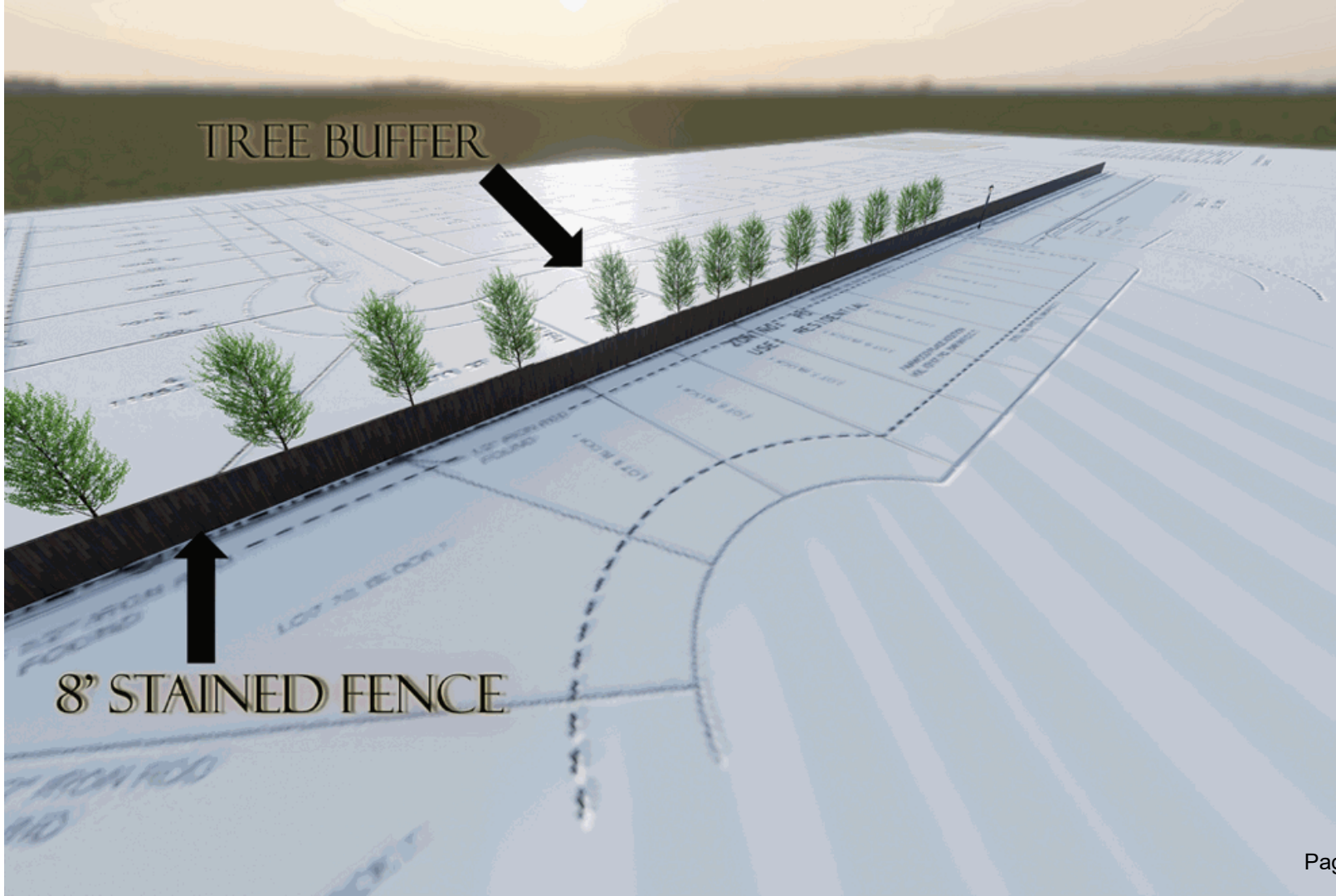
## Aerial View – 1023 N. Cockrell Hill Rd.







12



TREE BUFFER



8" STAINED FENCE



# Staff Analysis

- **Staff findings:**
  - Current lot is vacant
  - Proposed street connections would be to Aspen Dr. and Vail Dr. of the northern neighborhood – connections were already part of plans (1980)

# Zoning Change Considerations

1. Whether the proposed zoning change implements the policies of the adopted Comprehensive Plan.
2. Whether the uses allowed by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole.
3. Whether the proposed change is in accordance with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area.
4. The amount of and development absorption (or redevelopment) rate of vacant or underutilized land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstance which may make a submittal part of such vacant land unavailable for development.
5. How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved, and whether such designation for other areas should be modified also; and any other factors which substantially affect the public health, safety, morals, or general welfare.

# PUBLIC NOTICES

**80** mailings were sent out

**1** responded in support

**0** responded in opposition

# STAFF RECOMMENDATION

Item was previously tabled at March 9, 2026 Planning and Zoning Commission meeting to engage surrounding neighbors.

Staff recommends **APPROVAL** of the zoning change request as presented.

Planning & Zoning Commission recommended **DENIAL** of the zoning change request at April 13, 2026 meeting with a 3-2 vote.

# OPTIONS FOR CONSIDERATION

1. **Approve** – Approval of the request as submitted.
2. **Approve with Conditions** – Approval of the request with conditions or adjustments that are needed to ensure compliance and compatibility.
3. **Deny** – Denial of the request if the application does not demonstrate a public benefit, is inconsistent with the spirit and intent of the Comprehensive Plan, and/or raises concern related to public health, safety or general welfare.

**THANK YOU!**  
**ANY QUESTIONS?**

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# STAFF REPORT

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**To:** City Council  
**From:** Dr. LaSheyla Jones, Assistant Director, Planning & Zoning  
**Prepared Date:** April 30, 2026  
**Meeting Date:** May 19, 2026  
**RE:** Zoning Change Request| 1435 Candlelight Avenue  
ZONE-2026-00012  
**Applicant:** Daniel Lozano | Applicant/Owner

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**REQUEST:** The applicant is requesting a Zoning Change from Local Office/Retail (LOR) to Multi-Family Residential District 21 (MF-21) to develop condominiums.

**LOCATION:** 1435 Candlelight Ave., Duncanville, TX

**EXISTING ZONING:** Local Office/Retail (LOR)

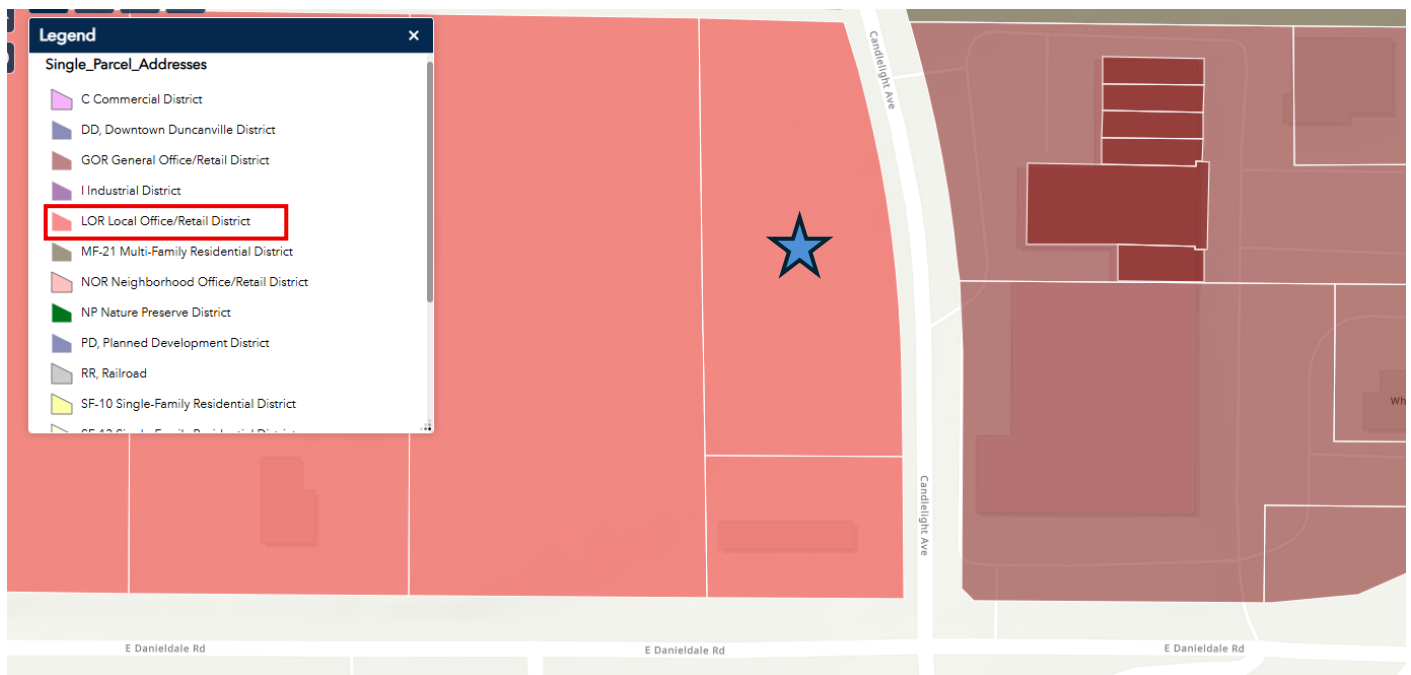
**PROPOSED ZONING:** Multi-Family Residential District 21 (MF-21)

**FUTURE LAND  
USE DESIGNATION:** Gateway Corridor

**PROJECT SUMMARY:**

The applicant is requesting a Zoning Change from Local Office/Retail District (LOR) to Multi-family Residential District 21 (MF-21) to develop 23 condominiums/townhomes.

The primary purpose of this request is to review the proposed zoning change.



**Subject Property**   
**Figure 1. Zoning Map**

**CURRENT ZONING DISTRICT DESCRIPTION:**

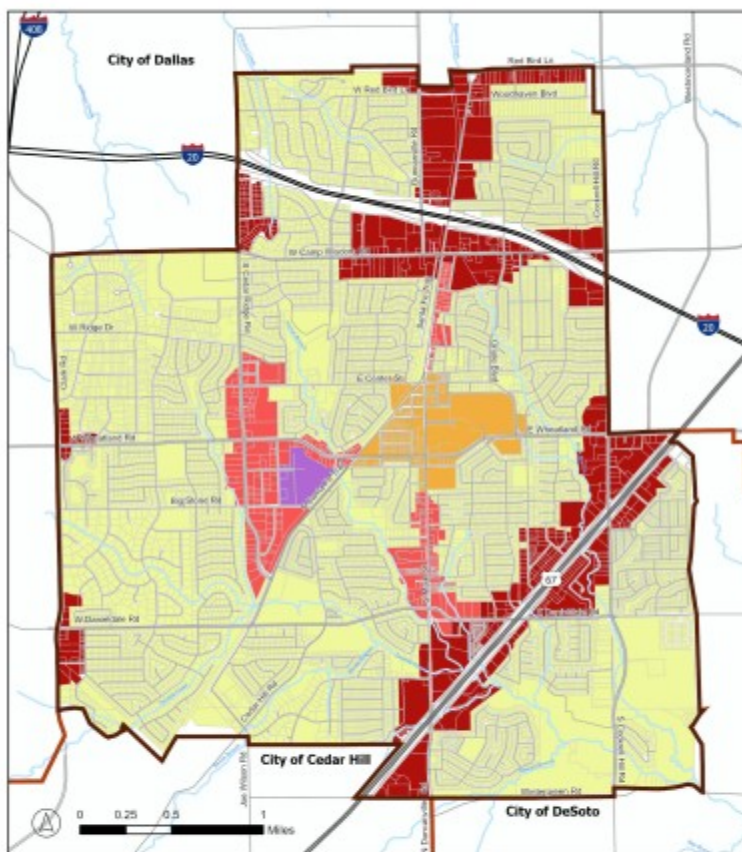
Local Office/Retail (LOR) district is established to provide for the development of community-serving retail, personal service, and office uses at a scale and intensity compatible with residential communities. Pad site development is also allowed in this zoning district. These areas shall utilize landscape and screening requirements. This district should be located along or at the intersections of major collectors or thoroughfares to accommodate higher traffic volumes.

**PROPOSED ZONING DISTRICT DESCRIPTION:**

Multi-Family Residential District (MF-21) district is intended to meet the needs for the highest density residential areas where such development is in concert with area aesthetics, is environmentally sound, is compatible to the neighborhood, and promotes the character of the community.

**Future Land Use Map**

TX Loc Govt Code § 213.005 (2024):  
A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



**Subject Property**  
**Figure 2. Future Land Use Map**

## **FUTURE LAND USE DESCRIPTION:**

**Gateway Corridor** character area intends to allow for a diversity of commercial, industrial, office, civic, and residential uses to foster vibrant districts along major gateways and transportation corridors in the City. Target areas for this character area include Highway 67, Highway 20, South Cedar Ridge Drive, East and West Wheatland Road, South and North Main Street, East and West Daniel Dale Road, and South Cockrell Hill Road. Development in this character area should seek to optimize underutilized land through strategic infill that cultivates a mix of commercial uses with nearby residential housing. This type of development needs to activate the City's existing commercial space and add a greater diversity of residential housing offerings to meet current and future housing needs. Ensuring pedestrian and multimodal connectivity to the downtown and other surrounding neighborhoods should be prioritized and encouraged.

## **USE DEFINITIONS:**

Article VII Section 7.02.A Residential Uses

*Multiple-Family Dwelling: A residential building designed for occupancy by three (3) or more families, with the number of families not to exceed the number of Dwelling Units. The residential building contains Dwelling Units that are designed to be occupied by families living independently of one another, exclusive of hotels or motels.*

## **SURROUNDING ZONING AND DEVELOPMENT:**

- **NORTH:** Single Family Residential 7 (SF-7)
  - Residential, Candlelight Estates Third Installment
- **EAST:** General Office/Retail (GOR)
  - Commercial use, shopping center and fast food restaurant
- **SOUTH:** Local Office/Retail (LOR)
  - Commercial use, car wash
- **WEST:** Local Office/Retail (LOR)
  - Vacant

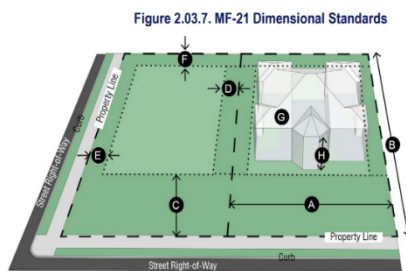
## **PUBLIC INPUT:**

*Staff mailed out 13 notices. At the time of preparation of this report staff has received no responses in opposition or in support of the proposed zoning change.*

**STAFF REVIEW:**

Based on the proposed zoning change from LOR to MF-21 staff does not believe it is in alignment with the Duncanville 2040 Comprehensive Plan. Currently, the Comprehensive Plan calls for this area as Gateway Corridor, which aims to cultivate a variety of uses (commercial, office, and residential) that are cohesive with one another. The proposed zoning change will add residential units to the area as infill development, however, the singular use of the lot minimizes commercial activity along the corridor adjacent to Danieldale Road. Additionally, the proposed setback requirements do not meet the current minimum setback requirements of the MF-21 zoning district.

Staff finds that this transition to a higher density/higher intensity residential zoning district is not supportive of the surrounding area which consists of commercial businesses to the East and South and adjacent to an existing multi-family complex along Candlelight Avenue. Based on the size of the property and proposed configuration of units, staff finds that the proposed zoning change to MF-21 cannot be accommodated to meet the minimum development standards stated in Article 2, Section 2.03.G, Figure 2.03.7.



Section 4.03. Design Standards
Section 4.04. Off-Street Parking and Loading Requirements
Section 4.05. Lighting Requirements
Section 4.06. Accessory Building Requirements
Section 4.07. Screening and Buffering Requirements
Section 4.08. Landscape Requirements
Section 4.09. Residential Proximity Slope
Section 4.10. Intersection Visibility Triangle

Max. Dwelling Units Per Acre (DUA)	Min. Lot Area	A Min. Lot Width	B Min. Lot Depth	C Min. Front Setback	D Min. Interior Side Setback	E Min. Exterior Side Setback	F Min. Rear Setback	G Max. Building Coverage	H Max. Height	Min. Living Area
21 DUA	16,000 SF	60'	110'	30'	10'	15'	30'	60%	3 stories	800 SF avg 450 SF smallest unit

**Figure 3. MF-21 Dimensional Standards**

**Priority Policy Area #2 – Livable Neighborhoods Goals**

1. Provide a diversity of quality and affordable housing opportunities to support residents of all life stages.

2. Maintain and repair existing housing stock to support neighborhood and community vitality.
3. Promote changes in zoning that allow for compact building design and creative infill development to support gentle density and missing middle housing and reduce sprawl.
4. Preserve and enhance community character through proactive code enforcement and community design standards.
5. Ensure neighborhood street and road networks encourage multimodal transportation connectivity and enable residents to easily access community resources.

### **Priority Policy Area #3 – Resilient Economic & Community Development Goals**

1. Encourage strategic infill development and redevelopment to maximize tax value per acre and reduce underutilized industrial and commercial sites.
2. Promote the attraction, retention and expansion of local businesses that provide employment opportunities to support high quality of life for residents.
3. Balance the impacts of growth and development on social diversity, community character, economic vitality, and environmental quality.

Below are key factors that staff consider when reviewing a zoning change.

#### **ZONING CHANGE CONSIDERATIONS:**

**1. Whether the proposed zoning change implements the policies of the adopted Comprehensive Plan.**

The proposed zoning change does not fully implement the policies of the Comprehensive Plan.

**2. Whether the uses allowed by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole.**

The proposed use (condominiums/townhomes) will not be appropriate in the immediate area and the surrounding neighborhoods.

**3. Whether the proposed change is in accordance with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area.**

At this time the proposed plans are in accordance with some of the necessary streets, water/sewer, and other utilities.

- 4. The amount of and development absorption (or redevelopment) rate of vacant or underutilized land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstance which may make a submittal part of such vacant land unavailable for development.**

At this time staff cannot speak to the development absorption rate of similar developments in the vicinity. However, there is not another property of this size in the surrounding area vacant to be developed at this scale.

- 5. How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved, and whether such designation for other areas should be modified also; and any other factors which substantially affect the public health, safety, morals, or general welfare.**

Staff believes this zoning change will substantially impact similar uses in the surrounding area. However, staff does recognize the potential impact the proposed zoning change and development may have on infrastructure and drainage in the area.

**STAFF RECOMMENDATION:**

Staff recommends **denial** of the proposed zoning change.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

Recommended denial of the proposed zoning change during the April 13, 2026 meeting with a 5-0 vote.

**FIGURES:**

Figure 1: Zoning Map

Figure 2: Future Land Use Map

Figure 3: MF-21 Dimensional Standards

**ATTACHMENTS:**



203 E Wheatland Rd.  
Duncanville, TX 75116  
(972) 780-5000

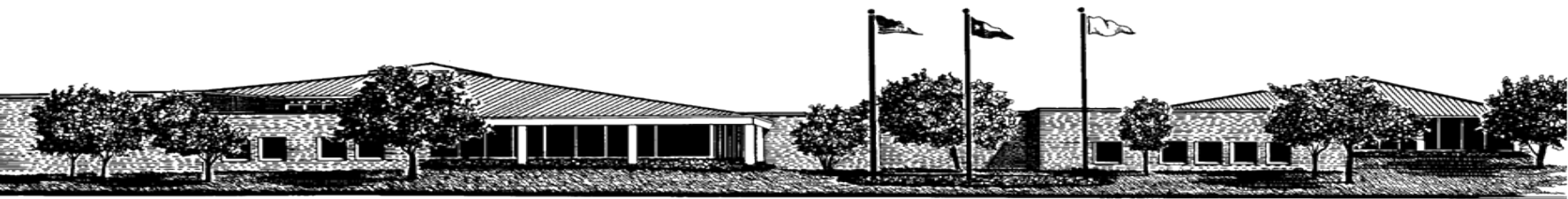
Attachment 1: Map of properties  
within 200 ft.

Attachment 2: Survey

Attachment 3: Zoning Change

Request

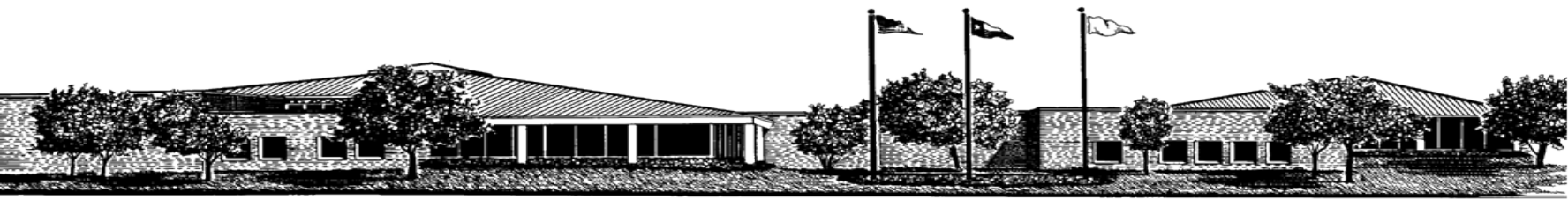
Attachment 4: Conceptual Site Plan



# CITY OF DUNCANVILLE STAFF PRESENTATION TO CITY COUNCIL

DR. LASHEYLA JONES, ASSISTANT DIRECTOR, PLANNING & ZONING  
MAY 19, 2026

We are building a vibrant, inclusive community, driven by a commitment  
to democratic principles and service above self



**CONSIDER A PUBLIC HEARING FOR **ZONE-2026-00012:**  
REQUEST FROM DANIEL LOZANO (APPLICANT/OWNER) FOR A  
ZONING CHANGE FROM LOCAL OFFICE/RETAIL (LOR) TO MULTI-  
FAMILY RESIDENTIAL DISTRICT 21 (MF-21) ON REAL PROPERTY  
LOCATED AT 1435 CANDLELIGHT AVENUE, **LEGALLY DESCRIBED  
AS BLOCK L, LOT 1, CANDLELIGHT ESTATES 3<sup>RD</sup> INSTALLMENT  
ON 1.2 ACRES, CITY OF DUNCANVILLE, DALLAS COUNTY,  
TEXAS.****

# BACKGROUND

## Purpose for the request:

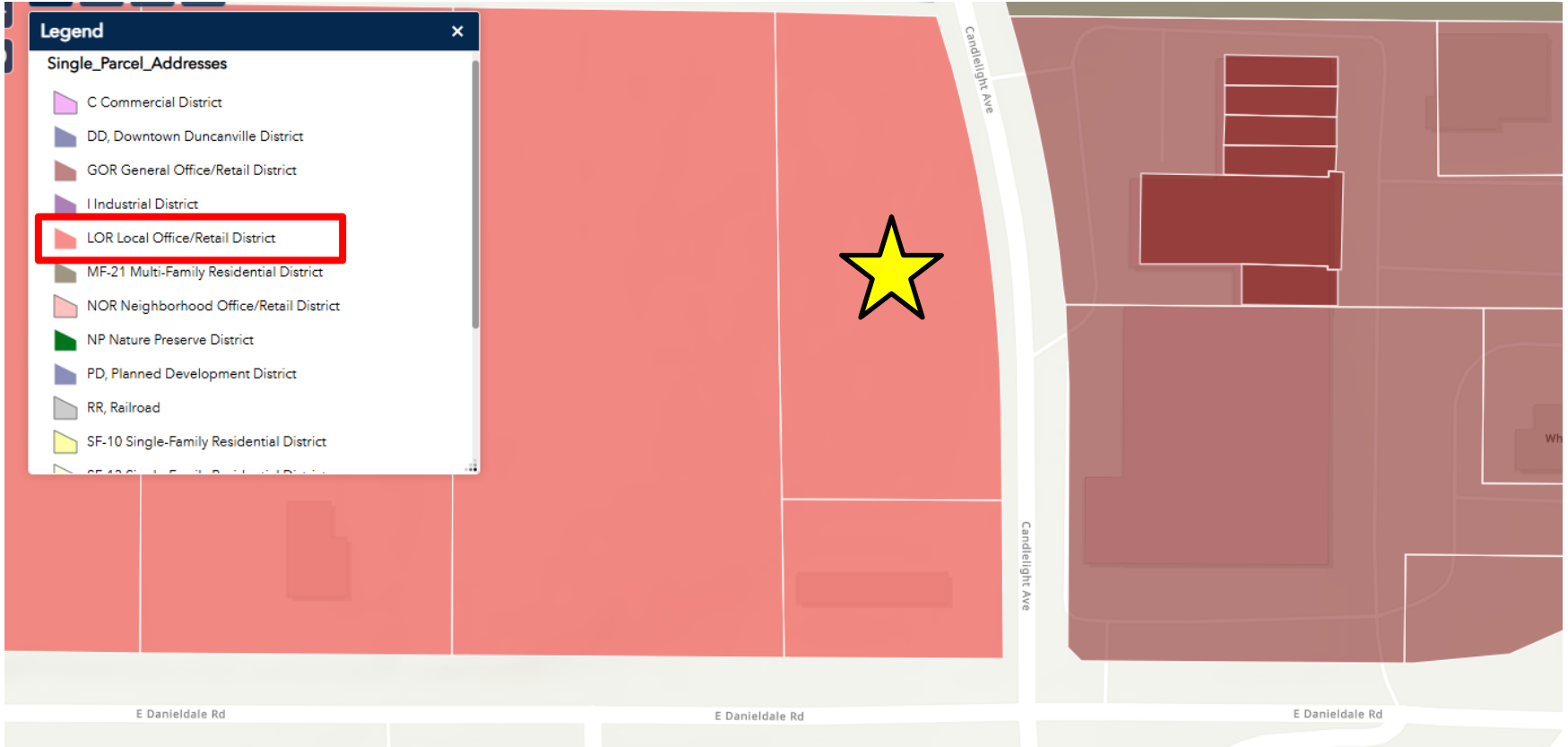
- Applicant is requesting a zoning change from LOR to MF-21
- Proposed number of units: 23 condominiums
- 3 stories
- Min. unit size – 1,513 sf/2 bedroom units

## Current zoning:

- Local Office/Retail (LOR)

## Proposed zoning:

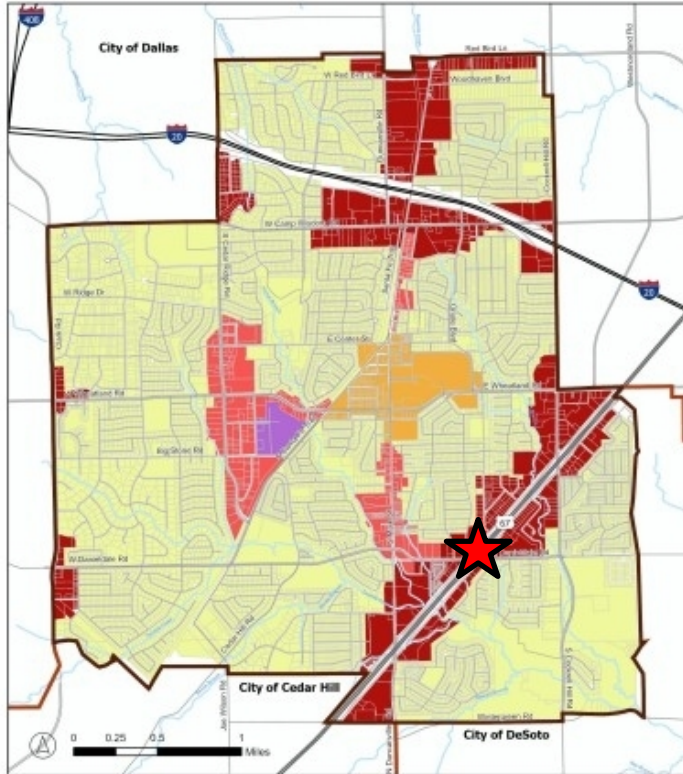
- Multi-family Residential District 21 (MF-21)



Subject Property



# Current Zoning Map



**Legend**

- City of Duncanville
- Municipal Boundaries
- Hydrography

**Future Land Use**

- Traditional Neighborhood Residential
- Gateway Corridor
- Main Street
- Downtown
- Industrial

## Current Zoning

- Local Office/Retail (LOR)

## Future Land Use Map Designation

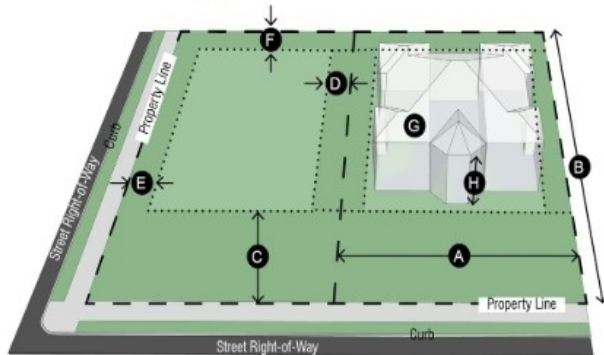
- Gateway Corridor

# Staff Analysis

## Staff findings:

- Proposed zoning change does not fully align with the intentions of Future Land Use Designation (Gateway Corridor)
  - Total lot size – 1.213 acres (52,835 sf)
- Requesting setbacks that are not in alignment with proposed zoning district change → MF-21 minimum requirements (below)
  - Min. front setback – 30'; proposed 15'
  - Min. rear setback – 30'; proposed 10'
  - Max. density – 21 DUA; proposed 23 DUA
- Fire lane width (minimum 24' – may have to be 26' if greater than 150' for length of streets) requirement has not been accounted for in regard to number and placement of units

Figure 2.03.7. MF-21 Dimensional Standards



Section 4.03. Design Standards
Section 4.04. Off-Street Parking and Loading Requirements
Section 4.05. Lighting Requirements
Section 4.06. Accessory Building Requirements
Section 4.07. Screening and Buffering Requirements
Section 4.08. Landscape Requirements
Section 4.09. Residential Proximity Slope
Section 4.10. Intersection Visibility Triangle

Max. Dwelling Units Per Acre (DUA)	Min. Lot Area	A Min. Lot Width	B Min. Lot Depth	C Min. Front Setback	D Min. Interior Side Setback	E Min. Exterior Side Setback	F Min. Rear Setback	G Max. Building Coverage	H Max. Height	Min. Living Area
21 DUA	16,000 SF	60'	110'	30'	10'	15'	30'	60%	3 stories	800 SF avg 450 SF smallest unit

## MF-21 Dimensional Standards

Article 2. Zoning Districts

Section 2.03. Residential Zoning Districts ]

1'

# Staff Analysis

ITEM	EXISTING / REQUIRED	PROPOSED / PROVIDED
Project Address	—	1435 Candlelight Avenue, Duncanville, Texas
Case Number	—	ZONE 2026-00012
Proposed Use	—	Townhouses
Lot Width	LOR Min. 70 FT / MF-21 Min. 60 FT	355'-4"
Lot Depth	LOR Min. 100 FT / MF-21 Min. 110 FT	118'-0" - 160'-0"
Number of Units	—	23 UNITS.
Density	MF-21 Max. 21 DUA	18.96 DUA.
Unit Type	—	TOWNHOUSE UNITS
Unit Mix	—	23 TWO-BEDROOM UNITS
Bedrooms	—	2 BEDROOMS PER UNIT
Bathrooms	—	3 BATHROOM PER UNIT
Average Unit Size	MF-21 Min. 800 SF AVG.	1,513.13 SF CONDITIONED AREA PER UNIT
Minimum Unit Size	MF-21 Min. 450 SF	1,513.13 SF TYPICAL UNIT
Garage Area	—	394.67 SF PER UNIT
Number of Stories	MF-21 Max. 3 STORIES	3 STORIES
Building Height	LOR Max. 2 STORIES / MF-21 Max. 3 STORIES	APPROX. 35'-6" TO TOP OF PARAPET
Front Setback	LOR: 25 FT / MF-21: 30 FT	15'-0"
Rear Setback	LOR: 25 FT / MF-21: 30 FT	10'-0"
Interior Side Setback	LOR: 25 FT / MF-21: 10 FT	10'-0"
Exterior Side Setback	LOR: 25 FT / MF-21: 15 FT	10'-0"
Minimum Lot Area	LOR Min. 10,000 SF / MF-21 Min. 16,000 SF	52,834.99 sf - 1.213 AC.
Maximum Building Coverage	LOR Max. 40% / MF-21 Max. 60%	21.30%
Parking Requirement	Townhomes: 2 unenclosed paved spaces + 1- or 2-car garage or porte cochere per unit	FOR 23 UNITS: 46 UNENCLOSED PAVED SPACES + 23 PRIVATE GARAGES MINIMUM
Parking Provided	—	FRONT-ENTRY PRIVATE GARAGES SHOWN; UNENCLOSED PAVED SPACES / DRIVEWAYS
Fire Lane	Future development consideration	Provide fire lane widths, R28' minimum turning radius, and gate clearances as applicable

DEVELOPMENT STANDARD	LOR	MF-21	PROPOSED
Min. Lot Area	10,000 SF	16,000 SF	52,834.99 sf - 1.213 AC.
Min. Lot Width	70 FT	60 FT	355'-4"
Min. Lot Depth	100 FT	110 FT	118'-0"
Min. Front Setback	25 FT	30 FT	15'-0"
Min. Rear Setback	25 FT	30 FT	10'-0"
Min. Interior Side Setback	25 FT	10 FT	10'-0"
Min. Exterior Side Setback	25 FT	15 FT	10'-0"
Max. Building Coverage	40%	60%	31%
Max. Height	2 STORIES	3 STORIES	3 STORIES
Max. Density	N/A	21 DUA	23
Min. Living Area	N/A	800 SF AVG / 450 SF MIN	1,513.66 SF TYP.

- 2 UNENCLOSED PAVED PARKING SPACES (TYP.)
- 2-CAR GARAGE (TYP.)

## Proposed Zoning Setback/Development Standards

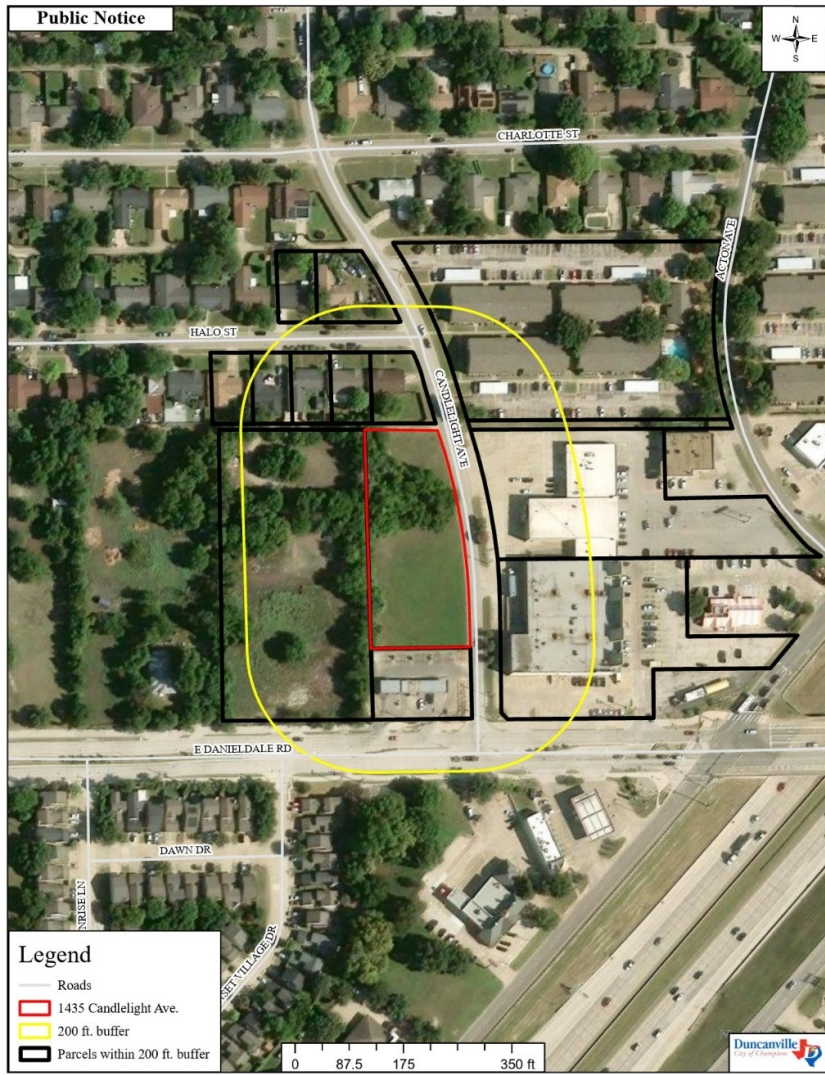




# Candlelight Park Apartments



Aerial View – 1435 Candlelight Ave.



# Property Owner Buffer Map

# PUBLIC NOTICES

**13** mailings were sent out

**0** responded in support

**0** responded in opposition

# STAFF RECOMMENDATION

Staff recommends **DENIAL** of the zoning change request

Planning & Zoning Commission recommend **DENIAL** of the zoning change request at April 13, 2026 meeting with a vote of 5-0.

# OPTIONS FOR CONSIDERATION

1. **Approve** – Approval of the request as submitted.
2. **Approve with Conditions** – Approval of the request with conditions or adjustments that are needed to ensure compliance and compatibility.
3. **Deny** – Denial of the request if the application does not demonstrate a public benefit, is inconsistent with the spirit and intent of the Comprehensive Plan, and/or raises concern related to public health, safety or general welfare.

**THANK YOU!**  
**ANY QUESTIONS?**



# STAFF REPORT

**MEETING: City Council - May 19, 2026**

**TITLE:**

Receive the Financial Report as of March 31, 2026.

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Cultivate Community Trust:**

- **Foster transparency, two-way communication, and active public participation.**

**STAFF RESPONSIBLE:**

**Jennifer Otey**

**BACKGROUND/HISTORY:**

Highlights of the second quarter as of March 31, 2026. Across all funds, total revenue collected was \$55 million. This equates to 61.1% of the budget. Total expenditures to date were \$44 million, which equates to 41.7% of the budget. The benchmark for 6 months into the fiscal year is 50%.

The City receives the bulk of property tax revenue in the months of December–February. Total tax received through March is \$23.4 million, which is 97.6% of the tax budget. Sales tax revenue received to date through March is \$4.3 Million. This amount is for four months of collections through January, since payments are 2 months behind. Sales tax to date is 0.69% less than during the same time period last year. HdL Companies forecasts stagnant, flat growth for Construction and Manufacturing and small growth in General Retail of 0.5% over the next 2 quarters. With the uncertainty regarding the price of gas and like expenditures, consumer spending has shifted to necessities and store-brand alternatives. The retail category makes up nearly 50% of sales tax earned in the City. The City budgeted conservatively for sales tax growth and, therefore, actual sales tax payments are trending in line with the budget.

The quarterly report can be viewed through the OpenGov portal by clicking the link below.

[Quarterly Report as of March 31, 2026](#)

**POLICY EXPLANATION:**

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

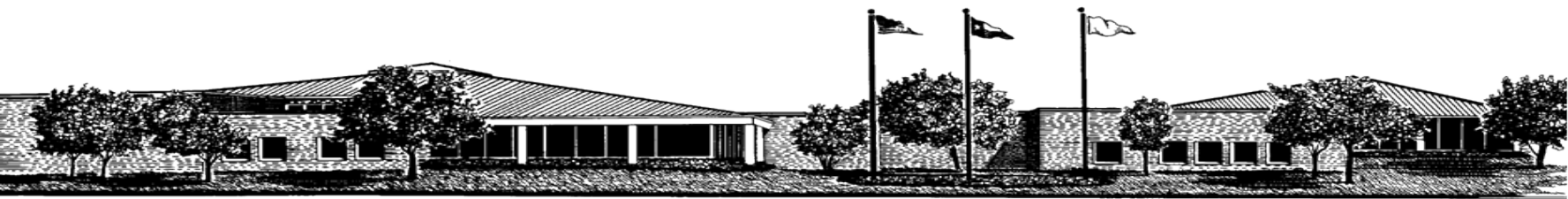
**After Encumber**

N/A

**ACTION ALTERNATIVES:**

**ATTACHMENTS:**

26 03.31 Quarterly Financial Report



# FINANCE REPORT AS OF MARCH 31, 2026

JENNIFER OTEY, BUDGET ADMINISTRATOR

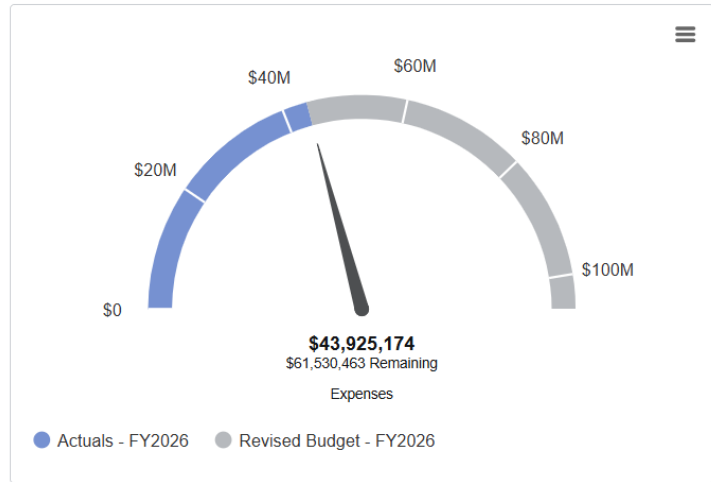
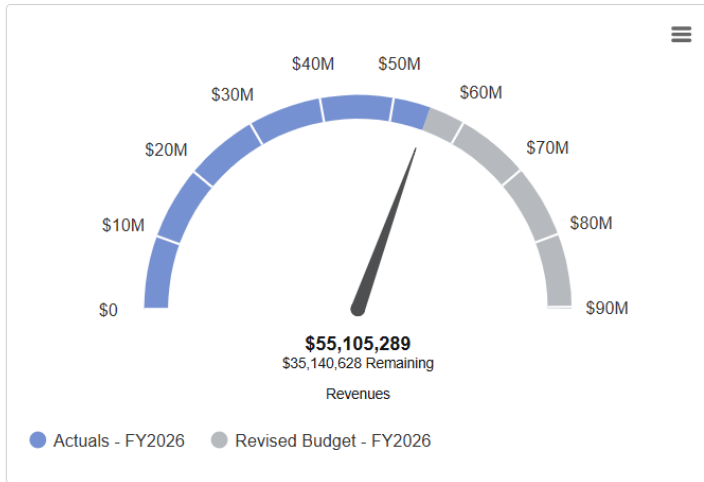
MAY 19, 2026

To lead with integrity, foster inclusive civic engagement, and deliver measurable outcomes that strengthen community trust, elevate quality of life, and secure Duncanville's future as a City of Champions.

# FY 2026 – QUARTERLY FINANCIAL REPORT

- Second quarter: October – March 31
- Benchmark / Target = 50%
- OpenGov report

## ALL FUNDS





# STAFF REPORT

**MEETING:** City Council - May 19, 2026

**TITLE:**

Semi-Annual Report Fieldhouse

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

- Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement
- Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.
- Re-Imagine: High Quality of Life
- Develop, maintain, and encourage safe, attractive, viable family-oriented

Neighborhoods that embrace diversity and pride, promoting economic vitality.

**STAFF RESPONSIBLE:**

**Craig Brasfield**

**BACKGROUND/HISTORY:**

Duncanville Fieldhouse is the premier home for diverse and exceptional indoor sports, entertainment, fitness, and community events. We strive to serve our community by offering exceptional customer service and amazing spaces within our venue for public and private events. We also team with local fitness entrepreneurs to bring fresh exercise experiences & youth leaders to offer the best in Summer Camp programming.

**POLICY EXPLANATION:**

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

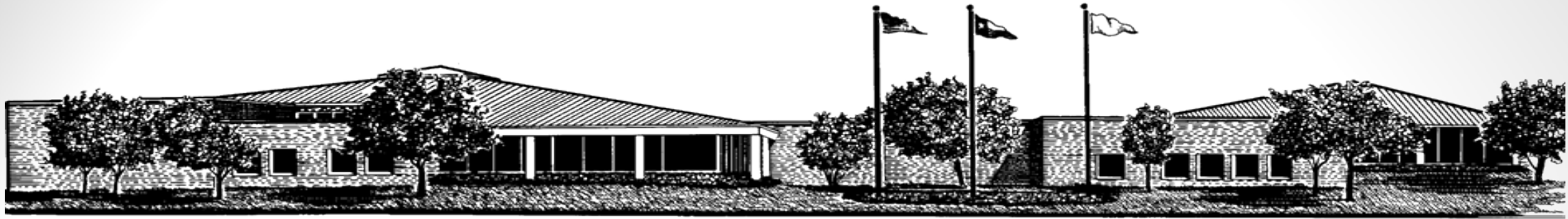
N/A

**ACTION ALTERNATIVES:**

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

**ATTACHMENTS:**

Duncanville Fieldhouse Operations Report May 19, 2026 - Read-Only



# DUNCANVILLE FIELDHOUSE OPERATIONS REPORT

CRAIG BRASFIELD - GENERAL MANAGER  
DUNCANVILLE FIELDHOUSE

MAY 19, 2026

***We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self***





## Summary - Revenue & Expense Oct. 2025 - Mar. 2026

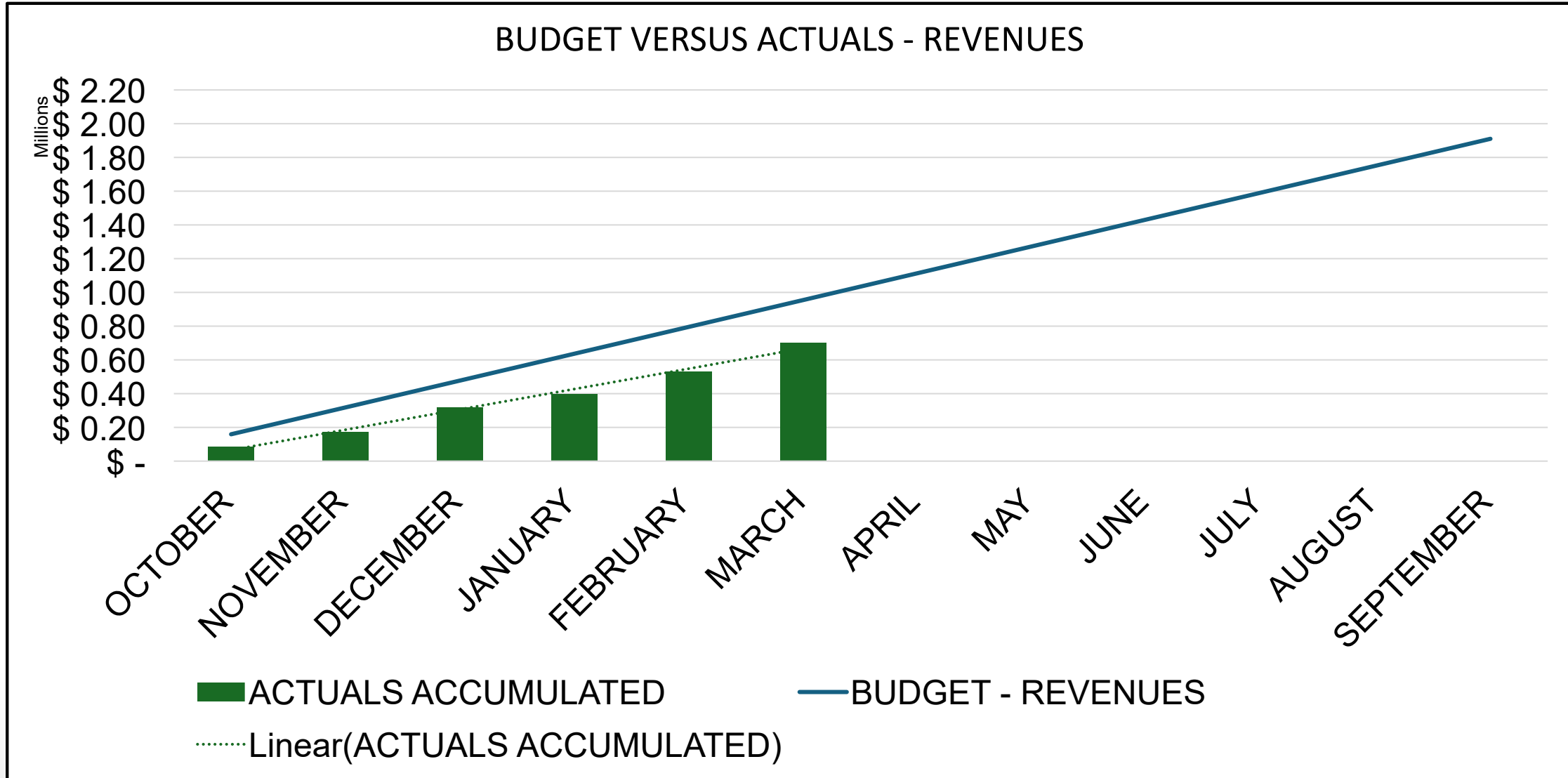
	FY26 Budget	Actual
• Revenue:	\$1,910,400	\$ 699,967
• Expense:	<u>\$1,824,201</u>	<u>\$ 739,914</u>
• Totals:	<b>\$ 86,199</b>	<b>\$ (39,947)</b>

- Fieldhouse - Revenue and Expense budget includes \$199,500 for HOT Funds transfer for Fieldhouse improvement projects



# Revenue & Expense Summary and Trend

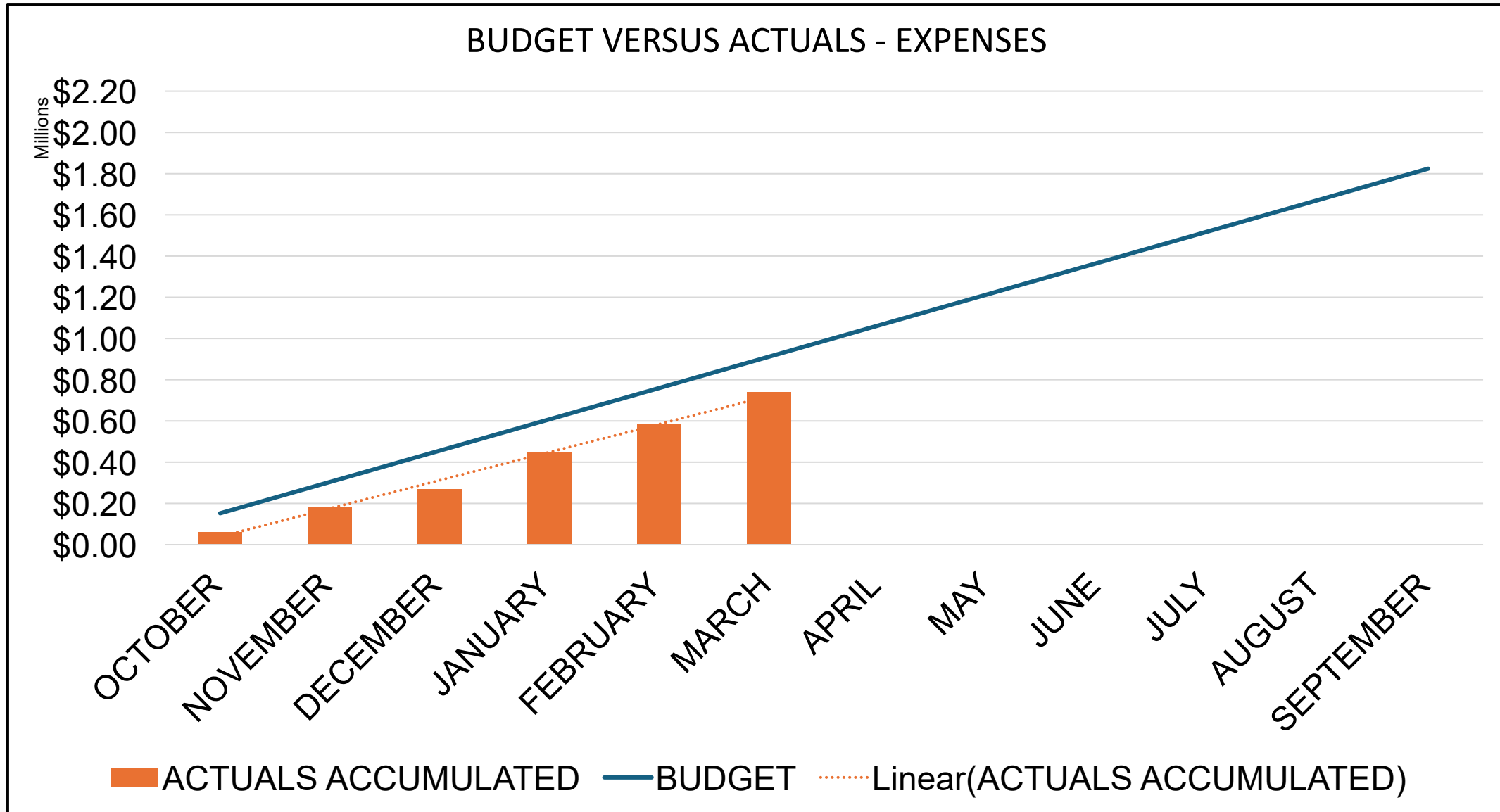
## Oct. 2025 - Mar. 2026





# Revenue & Expense Summary and Trend

## Oct. 2025 - Mar. 2026



# Summary - FY26 Fieldhouse Events

## OVERALL

Basketball Tournaments - **44**

Basketball Camps - **8**

MMA Fighting - **9**

## SPECIAL EVENTS

B.O.S.S Summer Camp - 10 Weeks

Community Stage Play - “Fixin’ His Plate” & “He That Finds A Wife”

City’s Annual Halloween Boo Bash

USMC Marines Family Night

Duncanville Islamic Center - Ramadan Prayer Nights & SDMA EID Al-Adha

IMOC Productions “Bring Wha-cha Got Barber & Hair Battle”

Youth Sports Banquets

## BASKETBALL LEAGUES

Master’s Adult Pro-Am League - 36 Weeks 9/ 4 Week Sessions

B.O.S.S Regional High School Fall League - 4 Weeks 4/ 1 Week Sessions

SportsKind / Pappas Corporate Basketball League - 6 Weeks 6/ 1 Week Sessions



# FY26 Fieldhouse Events - Oct. Nov. Dec. 2025

**Oct. 2,9,16,23,30: Bridge Academy Basketball Camp x 2 courts**  
**4: Brethren Basketball Tournament x 2 courts**  
**4: Masters League Basketball Shoot-out x 1 court**  
**4,5: Pangos Basketball Camp x 3 courts**  
**4,5: Masters Pro-am Basketball Tournament x 2 courts**  
**9: DasCHE Volleyball Tournament x 2 nets**  
**11: GASO VIII Basketball Tournament x 6 courts**  
**12: Area Codes Scouting Service Basketball Camp x 2 courts**  
**12,26: Masters Pro-am Basketball League IV x 3 courts**  
**14,21,28: SportsKind Pappas Basketball League x 2 courts**  
**17,18: GASO IX Basketball Tournament x 6/3 courts**  
**18,19: American Grappling Jiu Jitsu Tournament x 3 courts**  
**24: City BOO Bash x 6 courts + the Center**  
**26: Athletes of Tomorrow Basketball Showcase x 1 court**  
**31: Halloween Night**

**Nov. 1: IKF Point Muay Thai Kickboxing x 3 courts**  
**1,2: GME Basketball Tournament x 3 courts**  
**2: Masters League Basketball Shoot-out x 1 court**  
**4,11,18: SportsKind Pappas Basketball League x 2 courts**  
**7,8: DasCHE Spartans Basketball Tournament x 6 courts**  
**15,16: Made Hoops Basketball Tournament x 3 courts**  
**16,23: Masters Pro-am Basketball League IV x 3 courts**  
**20: Po' Bill Thanksgiving Basketball Tournament x 3 courts**  
**23: DFW Barber & Hair Stylist Competition x 3 courts**  
**27,28: Thanksgiving**  
**29, 30: Showtyme Basketball Tournament x 4 courts**

**Dec. 6: North American Grappling Tournament x 6 courts**  
**7: Red Oak Youth Football Association Banquet x 1 court**  
**13,14: Pick & Roll Basketball Tournament**  
**22: Exact Sports VB Camp x 3 nets**  
**22: US Sports Nike Youth Basketball Camp x 2 courts**  
**24,25: Christmas**  
**27: Community Stage Play - Fixin' His Plate x 3 courts**  
**27,28 : TBD Event**

as of 5.19.26

**Red - Executed Basketball / Special Event**

**Blue – Executed Jiu Jitsu / MMA**

**Black – TBD Event**

**Blue – Summer Camp**

**Green - Holiday**



# FY26 Fieldhouse Events - Jan. Feb. Mar. 2026

- Jan.** 3,4: Hype Sports Basketball Tournament x 6 courts  
4,11,18: Masters Pro Am Sunday Night Adult Basketball League I x 3 courts  
10,11: New Balance NP32 Basketball Tournament x 6 courts  
11: Sports Link Network Sunday Night Basketball Tournament x 2 courts  
17,18: Elite Grassroots Basketball Tournament x 6 courts  
19: MLK Day  
24,25: American Grappling Jiu Jitsu Tournament x 3 courts - **Rescheduled Weather**  
24,25: Big Time Hoops x 3 Courts - **Canceled Weather**  
31, Feb.1: NXTPRO Youth Basketball Tournament x 6 courts - **Canceled**
- Feb.** 1,22: Masters Pro Am Sunday Night Adult Basketball League I x 3 courts  
7: IKF Point Muay Thai Kick Boxing x 3 courts  
7,8: American Grappling Jiu Jitsu Tournament x 3 courts  
8: **Super Bowl Sunday**  
14,15: Open Gym Premier Basketball Tournament x 6 courts  
16: **President's Day**  
21,22: Hype Sports Basketball Tournament x 6 courts  
25,26,27: Texas Christian Athletic League Champions Basketball Tournament x 6 courts  
28: North American Grappling Tournament x 6 courts
- Mar.** 1: GASO I Basketball Tournament x 6 courts  
7,8: Texas GameTime AAU Middle School Basketball Tournament X 6 courts  
8,15,22, 29: Masters Pro Am Sunday Night Adult Basketball League I x 3 courts  
14,15: Dallas Prep Media x 3 courts  
14,15: **TBD x 3 courts**  
21,22: GASO II Basketball Tournament x 6 courts  
28,29: NXPRO Basketball Tournament x 6 courts

as of 5.19.26

**Red - Executed Basketball / Special Events**

**Blue - Executed Jiu Jitsu / MMA**

**Black - TBD Event**

**Blue - Summer Camp**

**Green - Holidays**





# FY26 Fieldhouse Events - Apr. May Jun. 2026

**Apr.** **3,5: Good Frida**  
**3,4: GASO III Basketball Tournament x 6 courts**  
**5: Easter Sunday**  
**10,11,12: New Balance NP32 Basketball Tournament x 6 courts**  
**12,19,26: Masters Pro Am Sunday Night Adult Basketball League II x 3 courts**  
**17,18,19: Texas Impact Basketball Tournament x 6 courts**  
**24,25,26: GASO IV Basketball Tournament x 6 court**

**May** **1,2,3: Bigfoot Hoops - Uncle Drew Circuit x 3 courts**  
**2,3: American Grappling Jiu Jitsu Tournament x 3 courts**  
**9,10: Big Time Hoops Youth Basketball Tournament x 3 courts**  
**10: Under Armour UA Futures Basketball Tournament x 3 courts**  
**10: Mother's Day**  
**15,16,17: GASO V Basketball Tournament x 6 courts Live Coaches Event**  
**17,31: Masters Pro Am Sunday Night Adult Basketball League II x 3 courts**  
**22,23,24: Hype Sports Basketball Tournament x 6 courts**  
**25: Memorial Day**  
**29,30,31: Urban DFW Basketball Tournament x 6 court**

**Jun.** **1: Summer Camp Session I Opens**  
**6,7: Dallas Mustangs Basketball Tournament x 6 courts**  
**7,14,21: Masters Pro Am Sunday Night Adult Basketball League II x 3 courts**  
**12,13,14: Dallas Showtyme Basketball Tournament x 6 courts**  
**19, 21: Juneteenth / Father's Day**  
**19,20,21: Perk - Family Ties Basketball Tournament x 6 courts**  
**22,23,24: Breakthrough Basketball Camp x 2 courts**  
**25: Summer Camp Session I Showcase x 3 courts**  
**26: Summer Camp Session I Ends**  
**26,27,28: Texas Association of Basketball Coaches Basketball Tournament x 6 courts Live Coaches Event**  
**28: Masters Pro Am Sunday Night Adult Basketball League III x 3 courts**  
**29,30: Attitude of Gratitude Basketball Camp x 2 courts**  
**29: Summer Camp Session II Opens**

as of 5.19.26  
**Red - Executed basketball / Special Event**  
**Blue - Executed Jiu Jitsu / MMA**  
**Black - TBD Event**  
**Blue – Summer Camp**  
**Green - Holidays**

# FY26 Fieldhouse Events - Jul. Aug. Sept. 2026

## Jul. 4: Independence Day

- 4,5: Masters League Basketball Tournament x 6 courts
- 6,7,8: Dallas Mavericks - Mavs Academy Youth Basketball Camp x 2 courts
- 9,10,11,12: GASO VI Basketball Tournament x 6 courts Live Coaches Event
- 12,19,26: Masters Pro Am Sunday Night Adult Basketball League III x 3 courts
- 13,14,15,16,17: US Sports Nike Youth Basketball Camp x 2 courts
- 17,18,19: GASO VII Basketball Tournament x 6 courts Live Coaches Event
- 22: Summer Camp Session II Showcase x 3 courts
- 23,24,25: 3-Step Prime Time Sports Basketball Tournament x 6 courts
- 24: Summer Camp Session II Ends
- 26: TBD x 3 courts
- 27: Summer Camp Extended Opens

## Aug. 1: IKF Point Muay Thai Kick Boxing x 3 courts

- 1,2: TBD x 3/6 courts
- 2,9,16,23,30: Masters Pro Am Sunday Night Adult Basketball League III x 3 courts
- 7: Summer Camp Extended Ends
- 8,9: Po' Bill 48th Annual Basketball Classic x 3 courts
- 8,9, TBD x 3 courts
- 14,15: Community Stage Play - He That Finds A Wife x 3 courts
- 15,16: TBD x 6 courts
- 21,22,23: The Players Tribe Youth Basketball Camp x 3 courts
- 22, 23: TBD x 3 courts
- 29: War Hoop Events Basketball Tournament x 6 courts
- 30: TBD x 6 courts

## Sept. 5,6: Justin Berry Basketball Tournament x 6 courts

- 7: Labor Day
- 15,22,29: BOSS Regional HS Men's Fall Basketball League x 6 courts High School Event
- 12: GASO VIII Basketball Tournament x 6 courts High School Event
- 13: TBD x 6 courts
- 13,20: Masters Pro Am Sunday Night Adult Basketball League IV x 3 courts
- 19, 20: The Players Tribe Youth Basketball Camp x 4 courts
- 19,20: TBD x 2 courts
- 26,27: Pangos Basketball Camp x 3 courts
- 26,27: Masters League Pro-Am Basketball Tournament x 3 courts

as of 5.19.26

Red - Executed Basketball / Special Event

Blue - Executed Jiu Jitsu / MMA

Black - TBD Event

Blue - Summer Camp

Green - Holiday





# Fieldhouse Paid Parking Operation

- **Event Parking:** Fieldhouse paid parking will only be operational during contractual events primarily scheduled on weekends
- **Parking Fee:** \$5.00 per vehicle Per Day + 3% processing fee = **\$5.75**
  - **Daily Reentry:** Welcome, Same Spot Not Guaranteed
- **Payment Method:** No Cash Sales, Only accepting electronic/digital payments
- **Revenue Split:** 50% Fieldhouse / 50% Vision Hackers net 3% processing fee
- **Settlement:** Paid weekly within 3 days from the previous event
- **Parking Spaces:** Total = **587** / Paved = **287** / Un-Paved Front = **125** / Un-Paved Back = **175**
- **Unpaid Parking Option:** Church gravel lot located up the hill from the Fieldhouse off Main Street

# Summary - Fieldhouse Paid Parking Operation

## March 20 thru May 3, 2026

Week	Cars Parked	Total Revenue	50% Revenue
1 GASO II	1,458	\$7,290	\$3,645
2 NXTPRO PUMA	1,022	\$5,110	\$2,555
3 GASO III	1,306	\$6,530	\$3,265
4 New Balance	1,397	\$6,985	\$3,493
5 Texas Impact	947	\$4,735	\$2,368
6 GASO IV	1,911	\$9,555	\$4,778
7 Am. Grappling/Uncle Drew	1,096	\$5,080	\$2,740
<b>Total</b>	<b>9,137</b>	<b>\$45,685</b>	<b>\$22,843</b>

**Total Expense - 7 Weeks = \$4,479**

Start-up Materials -Uniforms, Signage, Radio's = **\$1,250**

Unarmed Security Officer = **\$2,479**

Extra Labor = **\$750**



# Fieldhouse Contractual Programs & Partners - FY 2026

- **Airell's Courts Volleyball Club** - Club Volleyball Training
- **BOSS Summer Camp Program** - Complete Summer Camp Experience
- **Bridge Basketball Academy** - Basketball Skills Training
- **Crossroads Academy** - Private School: Grades 6-12 / On-line & Adult Education Options
- **CryoPlus** - Wellness & Recovery Center
- **DasCHE Spartans Basketball** - Homeschool Basketball, Men's & Women's
- **Duncanville Boxing & Fitness** - Boxing & Fitness Training
- **Engrafted Word Family Church** - Weekly Wednesday & Sunday Church Service
- **Faith Family Academy** - Private School Basketball, Men's & Women's
- **Prodigy Xtreme 365 Cheer & Tumbling** - Cheerleading & Tumbling Instruction
- **VisionHackers** - Homeschool Physical Education, Fitness & Golf Academy
- **Texas Wildcats Basketball** - Club Basketball Training



# FY26 BOSS Summer Camp Flyer



**PARKS & RECREATION**  
CITY OF DUNCANVILLE



**DUNCANVILLE**  
*Fieldhouse*  
HOME OF CHAMPIONS



**Duncanville**  
City of Champions

Coach Pearson Presents

## B.O.S.S. SUMMER CAMP 2026

Coach.Pearson.78@gmail.com | [DuncanvilleFieldhouse.com/Programs/SummerCamp](http://DuncanvilleFieldhouse.com/Programs/SummerCamp) | (469) 844-7931

**ONE CAMP, MANY ACTIVITIES**  
Football, Soccer, Basketball, Volleyball, Karate, Power Kids, Cheer, Line Dancing, Dance, Tumbling, Gym Games, Table Games, Ping Pong, Cooking, and Arts & Crafts

**CAMP DATES**  
Registration Starts: April 17, 2026  
Session 1: June 1 - June 26  
Session 2: June 29 - July 24  
Extended Camp: July 27 - August 7

**WEEKLY FIELDTRIPS**  
Charter Bus Transportation Provided by 

**BOYS & GIRLS**  
(ages)  
5,6 (B Team), 7-10 (JV), 11-14 (Varsity)  
6:30 AM Drop-Off - 6:00 PM Pick-Up  
**Breakfast & Lunch Provided**

**\$6 Meal Deal**  
Meal Deals are a fun alternative to the free meals.

**\$99 Registration Fee** per child  
Includes Official Camp T-Shirt  
+  
**CAMP FEES**

<b>EARLY BIRD</b> 8-Week Camp Package.....	\$749
4-Week Session Package .....	\$399
Per Week.....	\$109

Per-Week rate does not qualify for discounts

Extended Camp/After School Program \$89 per week

[VISIT OUR WEBSITE TO LEARN ABOUT DISCOUNTS](#)

**UN CAMPAMENTO, MÚLTIPLES OPCIONES**  
Fútbol americano, fútbol, baloncesto, voleibol, karate, Power Kids, porrismo, baile en línea, danza, acrobacia, juegos de gimnasio, juegos de mesa, ping-pong, cocina y manualidades.

**Excursiones Semanales**   
Transporte en autobús charter proporcionad por

**Ninos y Ninas**  
(los siglos)  
5,6 (Equipo B), 7-10 (JV), 11-14 (Varsity)  
Entrada 6:30 AM - Salida 6:00 PM

In Partnership With:



**EDUCATION PV**  
EDUCATION PARTNERSHIP




**2025 HEART**



**AmeriCorps**





**Desayuno y almuerzo GRATUITOS**  
proporcionados por Education PV

**Oferta de almuerzo de \$6**  
Las ofertas del almuerzo son una alternativa divertida a los almuerzos gratuitos.

Not Licensed by the State of Texas/ City of Duncanville, TX. Ordinance No. 2441



# FY26 BOSS Summer Camp June Promotions

Coach Pearson Presents **B.O.S.S. SUMMER CAMP JUNE 2026**

YELLOW = CAMP SHIRT DAY  
BLUE = INDOOR CAMP ACTIVITY

SUNDAY	Camps MONDAY	Team Building TUESDAY	Camps WEDNESDAY	Team Building THURSDAY	PHON FRIDAY	SATURDAY
	<b>1</b> <b>SESSION I BEGINS</b> STAFF & CAMPERS MEET & GREET Lunch FOOD OLYMPICS B-TEAM Rec Activities 2 PM - 4 PM	<b>2</b> Paint with a Twist B-TEAM 9:30 - 10:30 JV 10:30 - 11:30 Varsity 2:00 - 3:00 Power Kids 2 PM - 4 PM Rec Center	<b>3</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>4</b> PAJAMA DAY B-TEAM Power Kids 2 PM - 4 PM Rec Center Lunch JV & V Camp Rotations	<b>5</b> Cake & Ice Cream GLOW PARTY Lunch SPLASH DAY WATER SLIDES BUBBLE MACHINE	
	<b>8</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>9</b> B-TEAM Power Kids 2 PM - 4 PM Rec Center Lunch JV & V KITCHEN WARS COOK-OFF GIRLS vs BOYS	<b>10</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>11</b> PAJAMA DAY B.O.S.S. MOVIE GRILL B-TEAM 10:00 am - 12:00 pm JV 12:00 pm - 2:00 pm VARSITY 2:00 pm - 4:00 pm Power Kids 2 PM - 4 PM Rec Center	<b>12</b> B-TEAM & JV BOWLING ALLEY Lunch VARSITY BOWLING ALLEY	
	<b>15</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>16</b> B-TEAM Power Kids 2 PM - 4 PM Rec Center SCAVENGER HUNT Lunch All Groups FACE PAINTING	<b>17</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>18</b> PAJAMA DAY B-TEAM Camp Rotations Power Kids 2 PM - 4 PM Rec Center JV & V FOOD OLYMPICS & GLOW PARTY	<b>19</b> PARENT PAYSS NHRZO FIELD TRIP ALL DAY Lunch BYOL	
	<b>22</b> JV&V Camp Rotations B-TEAM Rec Activities 2 PM - 4 PM Lunch JV&V Camp Rotations	<b>23</b> SHOWCASE PRACTICE ALL CAMPERS Lunch SHOWCASE PRACTICE ALL CAMPERS	<b>24</b> <i>SPIRIT SHIRT WEEK</i>		<b>25</b> B.O.S.S. CAMP CARNIVAL Lunch B.O.S.S. SHOWCASE FAMILY AFFAIR 6:00 PM - 7:30 PM	<b>26</b> SESSION I ENDS PAJAMA DAY REDBIRD SKATELAND LOCK-IN LUNCH PROVIDED

OUR CALENDAR IS PRE-PLANNED AND IS SUBJECT TO CHANGE AT THE DIRECTORS DISCRETION. B-TEAM (5-6 YEAR OLDS) / JV (7-10 YEAR OLDS) / VARSITY (11-14 YEAR OLDS)  
 THE B.O.S.S. CAMP HAS A VOLUNTEER PROGRAM FOR STUDENTS 15 YRS OLD OR ENTERING THE 9TH GRADE













SCAN HERE TO CREATE YOUR ACCOUNT










**ARMSTRONG PARK**  
 Kidsville • Amphitheater • Splashpad

Not Licensed by the State of Texas/ City of Duncanville, TX. Ordinance No. 2441



# FY26 BOSS Summer Camp Registration Link



Coach Pearson  
Presents **B.O.S.S. SUMMER CAMP 2026**

**DUNCANVILLE Fieldhouse**  
HOME OF CHAMPIONS

**Duncanville**  
City of Champions



**SCAN HERE  
TO CREATE YOUR ACCOUNT**

**SIGN-IN or REGISTER  
and  
MAKE PAYMENTS**

Not Licensed by the State of Texas/ City of Duncanville, TX. Ordinance No. 2441

The poster features a vibrant background with abstract shapes in shades of blue, orange, and yellow. It includes logos for Coach Pearson, B.O.S.S. Summer Camp 2026, Duncanville Fieldhouse (Home of Champions), and Duncanville City of Champions. A large QR code is centered on the page, with instructions to scan it to create an account, sign in, register, and make payments. A disclaimer at the bottom states it is not licensed by the State of Texas.



# Fieldhouse Improvements & Upgrades - Hot Funds

- Budget Allotment = \$199,500
- Spent or Encumbered to Date = \$162,469
- Budget Remaining = \$37,031
  - Exterior & Interior Signage - Completed = \$43,534
    - Entrance Mural - TBD = \$9,530
  - Upstairs Event Room Floor Replacement - Completed = \$40,500
  - Refinish Blue/Green Gym Floors - Completed = \$33,023
  - Emergency Plumbing & Mitigation - Completed = \$35,882
- Upgrade Gym Lighting - TBD





# *Questions*



# STAFF REPORT

**MEETING:** City Council - May 19, 2026

**TITLE:**

Report on proposed smoking ordinance changes

**Vision Statement:**

**“Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance.”**

**Pillar:**

**Plan with Purpose:** Embed the Comprehensive Plan into daily operations, zoning, budgeting, and land use.

**STAFF RESPONSIBLE:**

**LaSheyla Jones**

**BACKGROUND/HISTORY:**

Proposed changes to the smoking ordinance to allow smoking indoors (i.e. cigar lounges) in certain zoning districts in response to recent developer inquires about these types of businesses.

**POLICY EXPLANATION:**

This reports is to discuss proposed changes to the smoking ordinance to allow smoking indoors (i.e. cigar lounges) in certain zoning districts.

**FUNDING SOURCE:**

**ORG and Object Number**

N/A

**Available Budget**

N/A

**Purchase Amount**

N/A

**After Encumber**

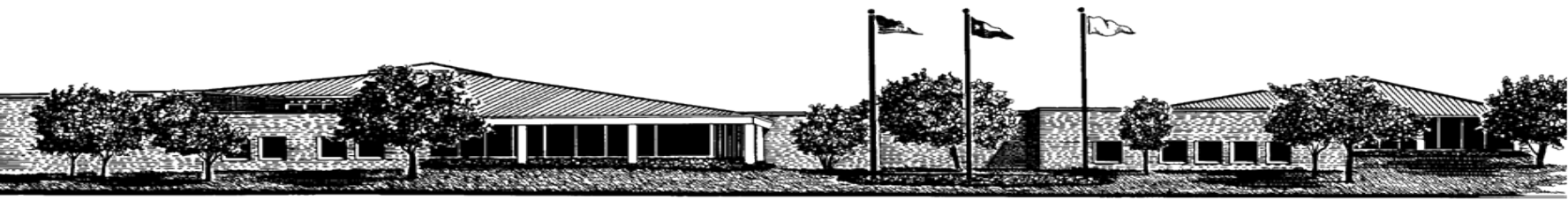
N/A

**ACTION ALTERNATIVES:**

1. Approve.
2. Disapprove
3. Other actions as directed by Council.

**ATTACHMENTS:**

5-19-26 SMOKING ORDINANCE PPT



# PROPOSED SMOKING ORDINANCE CHANGES

MAY 19, 2026

DR. LASHEYLA JONES, ASSISTANT DIRECTOR, PLANNING & ZONING

To lead with integrity, foster inclusive civic engagement, and deliver measurable outcomes that strengthen community trust, elevate quality of life, and secure Duncanville's future as a City of Champions.

# PURPOSE OF CHANGE

- Interest expressed from developers to operate cigar lounges (indoor) in the City of Duncanville
- Currently smoking is permitted in outside areas and not permitted indoors except for specific uses
  - i.e. Duncanville V.F.W. (702 E. Highway 67)

# CURRENT SMOKING ORDINANCE

- **Chapter 16B – Smoking Ordinance (Code of Ordinances)**
  - Section 16B-9: Notwithstanding any other provision of this article to the contrary, the following areas shall be exempt from provisions of this article:
    1. Private residences, unless used as a child-care, adult day-care, or health-care facility;
    2. Private automobiles;
    3. Retail tobacco stores, cigar stores, and retail electronic smoking device stores for sampling of the products sold in such stores, so long as such smoking does not cause smoke or "aerosol/vapor" to cross into other areas where smoking is not allowed.
    4. Private clubs dedicated to the service of veterans of the United States military and their families, incorporated as a non-profit corporation, located and established within the corporate limits of the city prior to January 1, 1975.
- Smoking indoors is currently not permitted in any zoning district in the City except in the cases as noted above.

# SMOKING ORDINANCE RESEARCH

- **City of Coppell – Article 9-14**

- Currently allows smoking indoors for specific land uses and business types:
  - Outside patio areas within 25 feet of any door
  - Private clubs as defined in the above section
  - A bar as defined herein provided such establishment:
    - (i) conspicuously posts a sign stating "this is a smoking establishment" at all entrances to the establishment and in which the establishment has separate ventilation;
    - (ii) and provides the city health authority, at the end of each calendar quarter, with a written report of the establishment's gross revenue of all food items and its gross revenue from the sale of alcoholic beverages; and
    - (iii) provides an air filtration system that prevents the commingling of air with other businesses, common areas, hallways and other nonsmoking areas.
  - Smoking lounge that derives 70 percent or more of the establishment's gross revenue on a quarterly (three-month basis)
  - Smoking is permitted in a food establishment in designated indoor or enclosed dining areas, provided that the areas where smoking is permitted complies with the provision of this subsection.

# PATH FORWARD

- **Should staff look at modifying current city ordinances to allow indoor smoking to address recent requests for cigar lounges?**