



Duncanville City Council Meeting Agenda
City Council Briefing Room and City Council Chamber
Duncanville City Hall
203 E. Wheatland Road
Duncanville, TX 75116
(972) 780-5017

Tuesday, January 7, 2025
6:00 P.M. - Work Session/Briefing
7:00 P.M. - Regular Session

or immediately following the 6:00 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 at least three (3) business days prior to the scheduled meeting to request an 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 submit a comment via email the following information is required:

- Submit a comment by 4:00 p.m. on Tuesday, January 7, 2025.
 - Email city.secretary@duncanvilletx.gov
 - Email title: Public Comment – Tuesday, January 7, 2025
 - First Name, Last Name, and Address
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WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

- A. City Council to receive a briefing on the latest updates from the Southwest Regional Communications Center (SWRCC).
[Council to receive a briefing on SWRCC](#)
- B. City Council to receive a briefing on Star Transit providing services to the City of Duncanville.
[Council to receive a briefing on Star Transit services](#)
- C. Council to receive a briefing on eliminating underused polling locations for the May 3, 2025 election
[Polling Locations for May 3, 2025 Election](#)
- D. The Duncanville Arts Commission has recommended to the City Council that Armstrong Park be designated as a Cultural District and named the Armstrong Park Cultural District. On October 29, 2024, the City Council requested community feedback. A digital survey was created by the Arts Commission in collaboration with city staff and was published on December 9, 2024, and distributed using social media and the city's email newsletter. The survey has received 87 responses.
[Cultural District Survey Results](#)

EXECUTIVE SESSION

- 1. City Council shall convene into closed executive session pursuant to Section 551.074, of the Texas Government Code, Personnel, to deliberate the duties of the City Manager under the Home Rule Charter and, pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney on the same topic.
[Executive Session](#)
- 2. City Council shall convene in Executive Session pursuant to Section 551.072 of the Texas Government Code, to deliberate the sale, exchange, lease, purchase, or value of certain real property located east of Main St., south of Davis, west of Cockrell Hill, and north of Daniieldale, and pursuant to Section 551.071 of the Texas Government Code, to seek legal advice from the City Attorney regarding the same.
[Executive Session](#)
- 3. City council shall convene into closed executive session pursuant to Section 551.074, Texas Government Code to deliberate the appointment, evaluation, duties, discipline or dismissal of a public officer; to wit, a member of the Type B, Board Member of the Duncanville Community Economic Development Corporation for non-participation.
[Executive Session](#)

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 - Rev. Jane Graner of Trinity United Methodist Church

PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

The Mayor's Report, the Councilmembers' Reports, and the City Manager's Report are informational only. There is no Council deliberation or action taken on any of these items.

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

2. PROCLAMATIONS AND PRESENTATIONS

- A. Receive a draft report and discuss the highlights of the Ladd Nature Preserve master plan.

[Ladd Nature Preserve Draft Master Plan](#)

3. 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.

4. 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 a Resolution authorizing contractual legal services with Nichols Jackson for city attorney services for Robert Hager; and authorizing the City Manager to execute the necessary documents related to expenditures.
[City Attorney Services](#)
- B. Consider a Resolution to approve the use of Hotel-Motel Funds to purchase an Emergency Response Cart to be used for Special Events.
[Emergency Response Cart for Special Events](#)
- C. Consider a Resolution authorizing a contract renewal for food and beverage services with Ben E. Keith at the Duncanville Fieldhouse in an amount not to exceed \$150,000.00 for Fiscal Year 2025.
[Ben E Keith Renewal Approving Renewal Contract food and beverages](#)
- D. Consider a Resolution of the City Council of the City of Duncanville, Texas, authorizing the three (3) additional one (1) year periods for Janitorial and Portal Services at the Duncanville Fieldhouse with Global Building Maintenance Inc., as awarded through RFP 22-0032, for a total contract period not to exceed five years, and a unit bid amount with an estimated expenditure of \$348,076.39 over the next three (3) years.
[Janitorial Services at Duncanville Fieldhouse](#)
- E. Consider authorizing the Sale of Property of 4 Belmont PI, Duncanville, Texas 75116; and authorizing the City Manager to execute the necessary documents.
[Sale of Property of 4 Belmont PI, Duncanville, Texas 75116](#)
- F. Consider a Resolution awarding RFQ 24-0031 Pre-Qualified Engineering and Architectural Services 3-Year Pool and authorizing indefinite-delivery/indefinite-quantity master service agreements with the firms outlined in Exhibit A to provide engineering and architectural services to the City of Duncanville from January 7, 2025, through January 7, 2028, not exceeding a total contract amount per firm of \$300,000.00 over the three years.
[Professional Engineering and Architectural Services](#)

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Take any necessary action as a result of the Executive Session.
- B. City Council to hold a public hearing on a request for an amendment to the Wheatland Plaza Planned Development
[Request for PD amendment to Wheatland Plaza](#)
- C. Consider authorization of a grant in the amount of \$9,000 to the Fire Department for the City's Insurance Service Office (ISO) Rating Review
[City's Insurance Service Office \(ISO\) Rating Review](#)
- D. Consider approval of \$11,390.00 Beautification Grant for Banner Replacement Project
[Beautification Grant for Banner Replacement Project](#)
- E. Consider approval of \$4,960.00 Landscaping/Hanging Flower Basket Beautification Grant

[Landscaping/Hanging Flower Basket Beautification Grant](#)

- F. Consider a resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to Cortina Worldwide, LLC, in an amount not to exceed \$300,000.00 for a building located at 220 N. Main St, Duncanville, Texas 75116
[DCEDC Design Incentive Grant - Cortina Worldwide, LLC - 220 N. Main St.](#)
- G. Consider a resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to Sistergirls' Kitchen, LLC in an amount not to exceed \$6,000 for exterior signage for a building located at 106 and 108 North Cedar Ridge Drive, Duncanville, Texas 75116
[DCEDC Design Incentive Grant- Sistergirls' Kitchen, LLC](#)
- H. Consider a Resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to Ferrante Hair Studio in an amount not to exceed \$10,500 for a building located at 807 S. Main Street, Duncanville, Texas 75137.
[DCEDC Design Incentive Grant - Ferrante Hair Studio - 807 S Main St.](#)
- I. Consider appointments to fill vacancies on Boards and Commissions including Zoning Board of Adjustment, City Planning & Zoning Commission, Duncanville Community and Economic Development Corporation Board (DCEDC), Duncanville Neighborhood Vitality Commission, Library Advisory Board, and Multicultural Commission.
[Board and Commissions Appointments](#)

6. STAFF AND BOARD REPORTS

- A. Council briefing on proposed Ordinance relating to Automotive Repair, Council to provide feedback for further future review.
[Council Briefing on proposed Ordinance relating to Automotive Repair](#)
- B. City Council to receive a briefing on a proposed Complete Streets Policy
[Council to receive briefing on Complete Streets Policy](#)
- C. City Council to receive briefing and discuss possible creation of a Charter Amendment Committee
[Council to receive briefing on Charter Amendment Committee](#)
- D. City Council to receive a briefing from the City Manager and discuss the possible creation of a 2025 Bond Committee.
[Council Briefing on Bond Committee Consideration](#)
- E. Council to receive a briefing on the possible creation of a Conservation Fund, and a Conservation Fund Policy; discussion with the City Manager and possibly provide direction.
[Council to receive briefing on Conservation Fund Policy](#)
- F. Monthly Financial Report as of November 30, 2024
[Receive the Monthly Financial Report as of November 30, 2024](#)

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 and said Notice was posted **by** the following date and time: **Thursday, January 2, 2025, by 5:30 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."