

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, April 7, 2020

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, April 7, 2020, at 6:04 p.m. in the Council Briefing Room at City Hall and via videoconferencing with a quorum to wit:

COUNCIL PRESENT: Mayor Barry L. Gordon
Councilmember At-Large Patrick Harvey
Mayor Pro Tem Don McBurnett
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

**COUNCIL VIA VIDEO
CONFERENCING:** Councilmember Joe Veracruz
Councilmember Monte Anderson

STAFF PRESENT Public Works Director Bryan G. Ramey
City Secretary Kristin Downs
Assistant City Manager Paul Frederiksen
City Manager Kevin Hugman

**STAFF VIA VIDEO
CONFERENCING:** Purchasing Manager Sheila Baker
Economic Development Director Jessica James
Finance Director Richard Summerlin
City Attorney Robert Hager

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting by video conference at 6:00 pm on Tuesday, April 7, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by video conference. There will be no public access to a physical location.

To submit public comments, email citysecretary@duncanville.com and title the email “Public Comment – April 7th”. All public comments submitted by 4pm on Tuesday, April 7, 2020 will be provided to the City Council members and entered into the record for the April 7, 2020 City Council Regular Meeting.

Please register for City Council Meeting - April 7, 2020 on Apr 7, 2020 6:00 PM CDT at:

<https://attendee.gotowebinar.com/register/9198582853676022286>

After registering, you will receive a confirmation email containing information about joining the webinar.

OR
TO USE YOUR TELEPHONE:
Use the numbers below.
United States: +1 (914) 614-3221
Attendee Access Code: 231-556-384

A recording of the video meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon explained how the City Council meeting will be handled with video conferencing:

- Audience participation is in “Listen Mode Only” however, the public comments that were submitted and be read into record.

- Each Councilmember present or on the phone, must raise their hand and announce their name prior to speaking.
- Votes will be by roll call as the City Secretary calls each person's name. State if you are for or against the item being voted on.

Mayor Gordon read the item into record, and City Manager Hugman reviewed each item. Item 4B - Consider a Resolution authorizing the second amendment to the contract with Tyler Technologies, Inc. through Sourcewell formerly known as National Joint Powers Alliance Contract #110515-TTI to include the purchase of additional software, being the Utility Billing Customer Information Suite module, to be integrated with the City ERP system in an amount not to exceed \$139,415.00. Replacing the current utility billing 23-year-old software system; integrating with the general ledgers and with Public Works could provide a more seamless information flow and provide more flexibility than what is currently provided. Councilmember Cooks questioned how the funds would be budgeted. City Manager Hugman stated it is part of the Automated Meter Infrastructure (AMI) project; previously allocated funds were \$1 million however, with the installation of the AMI system cost higher than anticipated staff asked Council to up the fund balance to \$5 million. Regardless of the installation of the AMI meters the system does need to be upgraded. At-Large Councilmember Harvey questioned if the project would be funded from the \$5 million that was reserved in the Water and Sewer Fund. City Manager Hugman stated yes. Councilmember Jameson questioned why the \$5 million was budgeted out of the Water and Sewer Fund and not the General Fund. City Manager Hugman stated there was \$5 million in the fund balance for the Water and Sewer Utility Fund. Previously there was \$1 million set aside for the AMI project. The past years reserves were higher than anticipated and staff asked Council to allocate the funds to the amount to \$5 million. Councilmember Jameson stated she has been asked where all the money from the Water and Sewer Fund is. City Manager Hugman stated it has been showing in the fund balance and has been labeled as the AMI project. Councilmember Jameson questioned how long the implementation would take. Assistant City Manager Frederiksen stated once approved nine (9) months.

Councilmember Jameson asked for the consent agenda items be moved during briefing for Council to vote on right after City Manager Hugman briefs Council. City Attorney Hager stated if the agenda changes citizen comments would need to be moved to the beginning of the agenda before an action is take. Council agreed.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. *Respond and provide updates on COVID-19.*

City Manager Hugman briefed Council on the updates on COVID-19 and the precautions the City was taking. Mayor Gordon and Council would like to see a task force of Councilmembers to help educate and provide advice to the local businesses around town. Councilmember Anderson encouraged all businesses to keep sharpening their skills during this time of need.

Mayor Gordon recessed the Briefing Session at 6:45 p.m. for City Council to convene into Executive Session.

II. EXECUTIVE SESSION.

The Executive Session was called into session at 6:52 p.m. and Mayor Gordon read the item into record.

II.1 *The City Council shall convene into closed Executive Session pursuant to Section 551.071 of the Texas Government Code, Consultation with the Attorney, to seek the advice of the attorney concerning the City Manager's contract.*

The Council closed the Executive Session at 7:29 p.m.

III. REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M.)

The City Council convened into Regular Session in the Council Chambers at 7:34 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Councilmember Mark D. Cooks.

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

III.1. REPORTS

III.1.A. Mayor's Report.

Mayor Gordon discussed updates from Governor Greg Abbott and encouraged everyone to abide by the stay at home rules; everyone is vulnerable. There are currently 12 reported cases in Duncanville; due to HIPPA Laws city officials do not know their identities or any information.

Mayor Gordon stated the City of Duncanville amended Safer At Home Order reflects the same orders that are recommended from Dallas County.

Mayor Gordon encouraged all citizens to complete their 2020 Census forms.

III.1.B. Councilmembers' Reports

Mayor Pro Tem McBurnett thanked staff and Mayor Gordon for the actions that have been taken during COVID-19 and encouraged all citizens to complete the 2020 census.

Councilmember Jameson stated she was a judge at the NLC Congressional Conference for the City Cultural Diversity awards and encourage the City of Duncanville to enter the next competition next.

Councilmember Cooks thanked all the essential businesses and employees for providing services throughout the city and encouraged all citizens to check the City's social media pages to keep up to date.

Councilmember Anderson encouraged all small business owners to do what they can to stay engaged and use this time to help sharpen new skills. Councilmember Anderson also encouraged all citizens to pay for that haircut they would have got to help the smalls businesses, over tip in this time of need; build up the community.

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

City Manager Hugman stated PIO April Reiling accepted a new job and marketing director Alex Hamby from the Fieldhouse would be filling in as Interim PIO.

III.2. PROCLAMATIONS AND PRESENTATIONS**III.3. CITIZENS' INPUT**

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

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

No comments were submitted.

III.4. CONSENT AGENDA

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

III.4.A. Consider the Minutes for the March 3, 2020 City Council Regular Meeting and March 19, 2020 Special City Council Meeting.

III.4.B. Consider a Resolution authorizing the second amendment to the contract with Tyler Technologies, Inc. through Sourcewell formerly known as National Joint Powers Alliance Contract #110515-TTI to include the purchase of additional software, being the Utility Billing Customer Information Suite module, to be integrated with the City ERP system in an amount not to exceed \$139,415.00.

III.4.C. Consider a Resolution finding a Bona Fide Emergency and authorizing and approving the award of a contract for Emergency Repairs and Security Upgrades to the median lighting along Interstate Highway 20

from Cedar Ridge Drive to Cockrell Hill Road, including lighting under and on top of the Camp Wisdom Road Bridge, within the City of Duncanville to Siemens Mobility, Inc., for the unit prices shown, with an estimated expenditure amount of \$145,747.00

- III.4.D. Consider a Resolution rejecting all bids received for Demolition Services for the property located at 730 E. IH 20, Duncanville, Texas 75116 (former Toyota Dealership); providing for appropriate notice, and providing for authorization to rebid.**

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

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

- III.5.A. Consider a Resolution extending a Mayoral Declaration of a State of Emergency and order as a result of the COVID-19 Virus; providing for Interim Public Safety Measures; repealing all Resolutions in Conflict; providing a severability clause and providing for an effective date.**

City Manager Hugman stated the extended Mayoral Declaration of a State of Emergency and order as a result of the COVID-19 Virus duplicates the order from Dallas County. The only item that is different is the Dallas County order issuance for a citation is for a Class B misdemeanor with jail time up to 180 days. Class B misdemeanors go directly to the County Clerk. The City of Duncanville reduced the misdemeanor to Class C and will be handled with the city's Municipal Court.

City Manager Hugman recommended extending the order to May 6, 2020 one day after the upcoming May 5, 2020 City Council Regular Meetings.

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

- III.5.B. Discuss and Consider delaying the City Manager's retirement from May 31, 2020 to a mutually agreed upon future date.**

At-Large Councilmember Harvey made a motion to accept City Manager Hugman's resignation for May 31, 2020, and to extend his contract another 30 days until June 30, 2020.

Council agreed.

City Manager Hugman agreed.

Councilmember Cooks thanked City Manager Hugman for even considering extending his retirement.

Councilmember Veracruz thanked City Manager Hugman for offering to extend and everything he has done for the City of Duncanville.

City Attorney Hager clarified the motion was to extended City Manager Hugman's resignation to June 30, 2020 with the same terms as his current contract.

Councilmember Jameson asked City Manager Hugman to be fiscally conservative with the spending during the pandemic.

City Manager Hugman stated he provided the update at the beginning and will continue to do so.

Mayor Gordon extended his appreciation for City Manager Hugman and extending his offer to stay and serve the city in a time of crisis.

Councilmember Johnette Jameson made a motion extend City Manager Hugman's resignation to June 30, 2020, At-Large Councilmember Patrick Harvey seconded the motion. The vote was cast 7 for, 0 against. Items passed.

- III.5.C. *Take any necessary action as a result of the Executive Session.***
No action taken.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the Monthly Financial Report as of February 29, 2020.*

City Manager Hugman stated Finance Director Richard Summerlin was available if Council had any questions on the monthly financial report.

There were no questions.

IV. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.

APPROVED:



MAYOR

ATTEST:



CITY SECRETARY