

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, April 21, 2020

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, April 21, 2020, at 6:15 p.m. via videoconferencing with a quorum to wit:



**COUNCIL VIA VIDEO
CONFERENCING:**

Mayor Barry L. Gordon
Councilmember At-Large Patrick Harvey
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

**STAFF VIA VIDEO
CONFERENCING:**

IT Director Tracy Beekman
Economic Development Director Jessica James
City Attorney Shelby Percy
City Secretary Kristin Downs
Assistant City Manager Paul Frederiksen
City Manager Kevin Hugman

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 21, 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 21st”. All public comments submitted by 4pm on Tuesday, April 21, 2020 will be provided to the City Council members and entered into the record for the April 21, 2020 City Council Regular Meeting.

Please register for City Council Meeting - April 21, 2020 on Apr 21, 2020 5:45 PM CDT at:

<https://attendee.gotowebinar.com/register/954258851386198030>

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

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 (213) 929-4232
Attendee Access Code: 427-080-969

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 read the item into record, and City Manager Hugman reviewed each item. Item 4B - a Resolution approving the second renewal of contract IFB #18-052 Street Sweeping Services from Sweeping Services of Texas, Operating L.P. of Hurst, Texas with an estimated expenditure amount of \$86,000.00. For sweeping of the arterial roads and residential streets in order to pick up the debris that would end up in the drainage and creeks.

I.2. BRIEFINGS / PRESENTATIONS

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

City Manager Hugman stated the American Legion does not plan on participating in the Memorial Day event at Memorial Park and has recommended to cancel the event. Council agreed.

City Manager stated in order to have a 4th of July event for the city planning needs to begin soon. Staff recommends not holding the all-day event due to uncertainties with COVID-19. Staff is also having a hard time getting extra security for the event. Council directed staff to plan for the fireworks show, live streaming the event with the possibility of a band.

City Council agreed on the following dates:

- April 27, 2020 - 6:00 pm – Executive Search Firm Interviews
- April 28, 2020 – 6:00 pm – Executive Search Firm Interviews
- June 22, 2020 – 6:00 pm – Joint Meeting with Planning & Zoning Commission
- July 20, 2020 – 6:00 pm – Joint Meeting with Planning & Zoning Commission
- July 27, 2020 – 6:00 pm – Boards and Commissions Interviews
- July 28, 2020 – 6:00 pm – Boards and Commissions Interviews

Councilmember Cooks stated the bike ride for May 2, 2020 will be rescheduled.

Councilmember Anderson requested a joint meeting with the DCEDC Board to discuss the railroad flats.

I.2.B. *Discuss creation of a Small Business and Economic Recovery Advisory Committee.*

Council decided to move forward with a Small Business and Economic Recovery Advisory Committee and discussed their visions for the Committee.

Economic Development Director James stated on April 16, 2020 the Duncanville Community and Economic Development Corporation (DCEDC) has established a Temporary Covid-19 Business Retention Assistance Program to aid small businesses that are being negatively impacted by the Covid-19 Pandemic. The DCEDC has approved \$250,000 for grants. The assistance is provided as reimbursement grants from \$1,000 to \$5,000 each. To be considered for a grant, business owners must meet the general participation program requirements. The DCEDC will evaluate each grant on an individual basis while considering the economic impact of the grant. The number of grants awarded are limited to available funding. The DCEDC will accept applications for a three-week period initially but could extend the time period based on response and available funding. The City Council will make final approval on all grants.

General Participation Requirements:

1. Applicants must have been in business for at least 120 days prior to the March 13, 2020 Mayor's Shelter in Place Declaration.
2. Applicants must be currently operating their business as to the level possible with the declaration and plan to reopen to normal operations once the declaration is lifted.
3. Applicants must have 20 or fewer employees.
4. Grants must be used to cover operating costs of the applicant's business including, but not limited to, rent, leases or loan payments on buildings or equipment, business inventory, utilities, and payroll. Other needs will be considered on an individual basis.
5. Applicant's business must be legally operating in the City of Duncanville. Grants will be considered for all legally operating types of businesses that meet the requirements.
6. All grant applicants must fill out an initial application. If awarded a grant, the recipient will be required to enter into an agreement to participate in the program. The application information is confidential and will be

used to calculate the economic impact of each grant. The required agreement is to ensure funds are used according to program requirements.

7. Applicants will be required to provide copies of paid operating expense receipts dated after March 13, 2020, to receive grant funds awarded.
8. All funds must be used within six months of receiving the grant. If the funds are not used within this time period, the applicant may provide an extension request for the DCEDC Board to consider.

City Manager Hugman stated staff will put together a policy for the next City Council meeting to be held on May 5, 2020.

Council agreed to have the Committee composed of two co-chair Councilmembers (Councilmember Cooks and Councilmember Anderson), a member from the Duncanville Economic Development Corporation Board, a Chamber of Commerce member and the rest composed from local business owners in the City of Duncanville.

Mayor Gordon stated Executive Session will be moved until after the Staff and Board Reports.

Mayor Gordon recessed the Briefing Session at 7:40 p.m. for City Council to convene into Executive Session.

II. EXECUTIVE SESSION

Executive Session was moved until after the Staff and Board Reports.

- II.1 ***City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code, Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property, to wit: real properties generally located north of Wheatland Rd., east of Cedar Ridge and west of Cockrell Hill Rd.***

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

The City Council convened into Regular Session in the Council Chambers at 7:41 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Mayor Pro Tem McBurnett.

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

III.1. REPORTS

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

Mayor Gordon thanked all the first responders during COVID-19 and all the citizens and leaders who are acting in compliance with the rules set during this tough situation.

Mayor Gordon encouraged all citizens to fill out their 2020 Census.

III.1.B. **Councilmembers' Reports**

Councilmember Cooks thanked all citizens for complying with the Stay At Home Order, and thanked all essential workers.

Councilmember Cooks encouraged all citizens to continue to shop locally and encouraged all citizens to follow the city's social media accounts. Councilmember Veracruz thanked the Trinity Church Fairmeadows for supporting the Duncanville Community and thanked the Convoy of Hope and Councilmembers Harvey and McBurnett for volunteering their time and services.

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

None.

III.2. PROCLAMATIONS AND PRESENTATIONS

None.

III.3. CITIZENS' INPUT

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

To submit public comments, email citysecretary@duncanville.com and title the email “Public Comment – April 21st”. All public comments submitted by 4pm on Tuesday, April 21, 2020 will be provided to the City Council members and entered into the record for the April 21, 2020 City Council Regular Meeting.

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

Peg Shrum – spoke on businesses being closed due to COVID-19.

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 31, 2020 City Council Special Meeting and the April 7, 2020 City Council Regular Meeting.*

III.4.B. *Consider a Resolution approving the second renewal of contract IFB #18-052 Street Sweeping Services from Sweeping Services of Texas, Operating L.P. of Hurst, Texas with an estimated expenditure amount of \$86,000.00.*

III.4.C. *Consider a Resolution authorizing Linebarger Goggan Blair & Sampson, LLP, to obtain an order of sale which will allow for the foreclosure of; and, to authorize the sale of the properties by Dallas County at public sale in accordance with Section 34.05 of the Texas Property Tax Code, for the following properties: 439 Azalea Lane, 359 Blossom Drive, and 203 Cedar Street.*

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

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

Item was moved until after Staff and Board Reports.

IV. STAFF AND BOARD REPORTS

IV.1 ***Public Works Quarterly Report.***

There were no questions from Council.

IV.2 ***The Fire Department Quarterly Report.***

There were no questions from Council.

IV.3 ***The Police Department Quarterly Report.***

There were no questions from Council.

Mayor Gordon recessed the Regular Session at 7:54 p.m.

II. EXECUTIVE SESSION

The Executive Session was called into session at 7:59 p.m. and City Attorney Hager read the item into record.

II.1 *City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code, Deliberations about Real Property, to deliberate the purchase, exchange, lease, or value of real property, to wit: real*

properties generally located north of Wheatland Rd., east of Cedar Ridge and west of Cockrell Hill Rd.

The Council closed the Executive Session at 8:47 p.m.

Mayor Gordon reconvened the Regular Session at 8:55 p.m.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

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

Councilmember Johnette Jameson made a motion to direct staff to invoke Section 7B of the Strawman Contract April 22, 2020 and to terminate the contract, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against. Item passed.

V. ADJOURNMENT

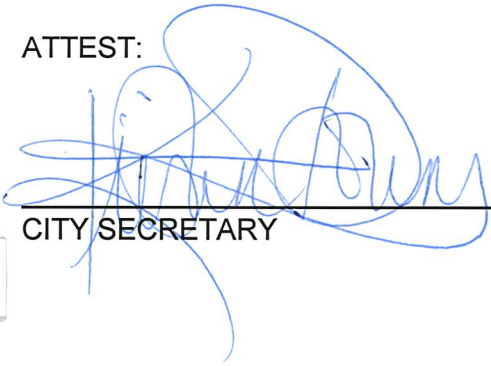
The meeting was adjourned at 8:57 p.m.

APPROVED:



MAYOR

ATTEST:



CITY SECRETARY