

Duncanville City Council Meeting Minutes
Regular Meeting
Tuesday, August 18, 2020

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, August 18, 2020, at 6:05 p.m. via videoconference with a quorum to wit:

**COUNCIL VIA VIDEO
CONFERENCING:**

Mayor Barry L. Gordon
Councilmember Joe Veracruz
Mayor Pro Tem Don McBurnett
Councilmember Monte Anderson
Councilmember Mark D. Cooks
Councilmember Johnette Jameson

COUNCIL ARRIVING AT: Councilmember At-Large Patrick Harvey – 6:41 p.m.

**STAFF VIA VIDEO
CONFERENCING:**

IT Director Tracy Beekman
Economic Development Director Jessica James
Public Works Director Bryan Greg Ramey
Chief Robert D. Brown Jr.
City Secretary Kristin Downs
Interim City Manager Paul Frederiksen
City Attorney Shelby Percy

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended by Office of the Governor on June 12, 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, August 18, 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 speak during Citizen Comments, you must register with the City Secretary before 4pm on Tuesday, August 18, 2020, email citysecretary@duncanville.com and title the email “Public Comment – August 18th. You will need to register with the link below and attend the meeting. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone for you to provide your comments.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_UOykKzHeRU6apcjoAkzopQ

After registering, you will receive a confirmation email containing information about joining the webinar. The registration email will provide you with a telephone number to call in if needed.

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 Interim City Manager Frederiksen reviewed each item. Item 4C - authorizing a purchase with Vermeer Texas-Louisiana for 500-gallon VAC Trailer through the Local Government Purchasing Cooperative (BuyBoard) Contract #597-19; in an amount not to exceed \$57,904.55. The current back trailer was purchased in 2005. The back trailer is used for storm water cleanup and for smaller sewer line clean outs. Council originally budgeted \$75,000.00 for the purchase.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. Briefing to City Council on Food Trucks.

Public Works Director Ramey presented the item.

Council concluded they would like staff to allow food trucks to operate in the City beyond special events in designated areas. Council requested more discussion on permitting fees to help with the cost of upkeep in maintaining the areas the food trucks would be parked.

I.2.B. *Receive a presentation discussing the status of the Advanced Metering Infrastructure (AMI) program plan.*

IT Director Beekman presented the item. FY17 marks the first year that funding was placed in reserve for the AMI project; FY17 – 1.5 Million and FY20 – 3.5 Million. During the March 17, 2020 meeting Council received a presentation on AMI with staff recommendations. Council approved the first step of staff recommendations during the April 7, 2020 meeting to add Tyler Munis UB CIS software into our current ERP system. With an estimated completion of this portion of the program is March of 2021.

AMI is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers. AMI provides up-to-date water usage information to Citizens via an online consumer portal and provides for an online utility portal that will provide advanced analytic tools what will be used to establish patterns of consumption allowing for better customer service to our Citizens. The City currently has \$5 Million in reserve for the implementation of a new billing system and AMI infrastructure.

The process:

- Choose a Smart Meter solution
 - What will work best for the City and Citizens?
 - Multiple technologies to evaluate and choose from
- Install the solution
 - Boots on the ground
- Integrate the solution
 - Facilitate communication of new smart meter solution with Tyler UB CIS billing system
- Community engagement and communication
 - Assist with various forms of engagement, such as Town Hall meetings
- Project Management
 - Oversee the entire project from start to finish
- Performance Assurance
 - Verify that system works as intended once work has been completed
 - Train staff on new smart meter solution

Ira Nicodemus with Performance Services Inc. (PSI) provided information on the preliminary utility audit data.

Interim City Manager Frederiksen stated this is for the continued study in the project with AMI. Staff would be aided in the synchronization into the Utility Billing system software and making sure all the pieces come together. Once the information from PSI is provided staff can then take the recommendation to Council and ask for further direction on how to proceed. The data is needed to have a better understanding of the information.

Councilmember Jameson questioned what is being provided from PSI in the amount of \$38,658.00. Mr. Nicodemus stated a third-party meter inspector would come out and test the meters, provide studies on the systems, and work with staff in interviewing the manufacturers. Councilmember Jameson requested a breakdown of services that would be provided by PSI.

Finance Director Summerlin stated currently there is a fair amount of water forgiveness due to water leaks. The intent for the new metering system is to provide the capability to find the leaks more quickly and cut down on the amount of adjustments.

Council agreed to move forward with the letter of intent; staff will provide a detail line item of services for the amount of \$38,658.00.

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

City Council concluded:

- Joint Meetings in September – canceled
- October 1, 2020 City Council Meeting – canceled
- A City Council Workshop to be held in either September or October

Mayor Gordon recessed the Briefing Session at 7:48 p.m. for City Council to convene into Executive Session.

II. EXECUTIVE SESSION

The Executive Session was called into session at 7:53 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 south of Wheatland Rd., east of Cedar Ridge and west of Cockrell Hill Rd.

The Council closed the Executive Session at 8:05 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 8:09 p.m. with Mayor Gordon presiding.

The Invocation was delivered by At-Large Councilmember Harvey.

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

III.1. REPORTS

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

Mayor Gordon recognized and congratulated Fire Chief Rohde on his award from the North Texas Council of Central Governments and provided an update on COVID-19 and encouraged everyone to social distance and wear masks. Mayor Gordon also recognized and congratulated City Secretary Downs on the completion of her certification with the Texas Municipal Clerks Association.

Mayor Gordon spoke on the Crime Mapping capability; www.crimemapping.com.

Mayor Gordon read a proclamation on a Day of Prayer for August 19, 2020.

III.1.B. *Councilmembers' Reports*

Councilmember Jameson spoke on the 100th anniversary on Women's Rights to Vote.

Mayor Pro Tem McBurnett encouraged all citizens to complete their 2020 Census.

Councilmember Cooks recognized Family of Faith Community Church on their 16th anniversary and encouraged everyone to shop locally.

Meet, Connect, & Learn: Are you a Senior Citizen, a Caregiver, or a Family Needing Additional Services?

Date: August 22, 2020

Time: 10:00 – 11:15 a.m.

Guest Speaker: Sharla Meyers, CEO, Community Council

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 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.

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

Demetri Martin, 210 N. Venice Dr. – spoke on the History on Women’s rights, early voting, and the COVID-19 precautions with Duncanville ISD.

Patricia Ebert, 115 South Greenstone – wrote via email on the DeSoto Tri City Jail.

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 July 21, 2020 City Council Regular Meeting, and the July 27 and July 28, 2020 City Council Special Meetings.***
- III.4.B. ***Consider a Resolution to enter into a Joint Election Agreement and Election Services contract between Dallas County and other jurisdictions holding election on November 3, 2020, to be administered by the Dallas County Elections Administrator in accordance with Subchapter D of Chapter 31 and Chapter 271 of the Texas Election Code.***
- III.4.C. ***Consider a Resolution authorizing a purchase with Vermeer Texas-Louisiana for 500-gallon VAC Trailer through the Local Government Purchasing Cooperative (BuyBoard) Contract #597-19; in an amount not to exceed \$57,904.55.***

Mayor Pro Tem Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz 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 authorizing the award of bid IFB No. 2020-068 Demolition Services to Midwest Wrecking Company of Texas, Inc. for the real property located at 730 E. I-20 City of Duncanville, in accordance with the proposed pricing bid tabulation attached hereto and incorporated herein as Exhibit ‘A’, in an amount not to exceed \$163,450.00.***

Mayor Gordon explained there was an error on the amount, the correct amount is \$163,480.00.

Economic Development Director James presented the item. In 2017, the DCEDC Board and City Council identified the property located at 730 E. I-20 as a key piece of property since it sits at the entrance to the community. The same piece of property was identified in the Duncanville Comprehensive Plan to be redeveloped into an upscale retail/commercial and entertainment area. In April of 2018, the City Council unanimously approved the purchase of the property from the Duncanville ISD in the amount of \$900,000. In May of 2018, the DCEDC voted unanimously to fund the purchase of the property and demolish the existing buildings to increase the marketability of the property. The City Council, at that time had previously agreed the buildings needed to be demolished. DCEDC closed on the property on May 15th. In January 2019, a Phase I Environmental Site Assessment was conducted and determined that the property did have 11 underground hydraulic lifts that had been closed-in-place and one storage underground tank that was filled-in-place on the site. These twelve structures will need to be removed for

redevelopment purposes. A Lead and Asbestos Survey was also conducted and determined that lead and asbestos remediation is necessary for either repurposing or demolition of the buildings including asphalt removal. The City has received quotes from licensed firms to conduct each of these abatements. The abatements will be completed at time of demolition. In March of 2019, the DCEDC received a notice/order on March 18, 2020 to repair or demolish dangerous or substandard building structures from the City of Duncanville's Building Official. Since the notice, the City has made numerous repairs to secure the building because of break-ins. In April of 2019, the DCED Board unanimously approved the demolition of the buildings on the property. In April of 2019, the City Council did not approve awarding the contract for demolition services and asked the DCEDC to further review the use of the buildings on the property. The DCEDC hired Insight Research Company to conduct a land study to further analyze different scenarios utilizing the current buildings as well as partial or complete demolition of the structures to determine the highest and best use of the property. In January of 2020, the DCEDC Board and City Council reviewed the report during a joint meeting, and both voted to demolish the buildings on the property. In January of 2020, the Purchasing Department issued an IFB for demolition services. However, the lowest bid did not meet the listed specifications per the bid and the second closest bidder was 68% higher and did not fall within the approved budgeted amount.

IFB no. 20-025 Demolition Services

- On May 29, 2020, bids were released via Public Purchase.
- Notices were sent to 36 vendors and 148 Historically Underutilized Businesses (HUBs) via email.
- Six proposals were received and opened. One bid received was deemed non-responsive, as they altered the bid document.
- Proposals were received from the following:
 - Tactical Demolition, Lewisville, TX
 - SCM Construction Services LLC, Desoto, TX (WBE)
 - Lindamood Demolition, Inc, Irving, TX (WBE)
 - Lloyd D. Nabors, Hutchins, TX
 - Midwest Wrecking Co. of Texas, Inc, Fort Worth, TX
 - Coverall Management, Dallas, TX
 - Garrett Demolition, Inc., Burleson, TX (Non-Responsive)
- After evaluating the total demolition cost and the unit pricing per cubic yard for clean fill to backfill the property, it was determined that Midwest Wrecking Company of Texas, Inc. provided the most advantageous proposal for the City.
 - The amount for approval does not include the cost for clean fill dirt to backfill the property. Until the lifts and tank are removed, the contractor does not know how much is needed. City Council might need to approve an additional amount in the future for the backfill cost.
 - On August 3, 2020, the DCEDC Board approved amending the FY19-20 Budget to include \$202,264 for the demolition and abatements.

Councilmember Mark D. Cooks made a motion to approve the item as stated, Mayor Pro Tem Don McBurnett seconded the motion. The vote was cast 6 for, 1 against (Councilmember Monte Anderson). Item passed.

III.5.B. Consider a Resolution approving the terms and conditions of the Interlocal Cooperation Agreement by and between the City of Duncanville, Texas and the City of DeSoto, Texas for the use of the DeSoto Tri-Cities Jail Facility for the handling, processing, housing and detention of persons arrested by the City of Duncanville Police Department.

Chief Brown presented the item.

Services include the use of the City of DeSoto Jail and its employees for the following:

- Handling, processing, housing and detention of adult arrestees (Transport to a medical facility of adult arrestees would be the responsibility of Duncanville Police Department personnel)
- Arraignment of adult arrestees

- Acceptance of prisoner bond money with arrangements to remit

Term and Financial Obligations:

- Agreement is a one (1) year term, with successive one (1) year terms for three years
 - Would begin October 1, 2020
 - Cost
 - 1st year - \$270K
 - 2nd & 3rd years - \$310K
 - Commitment to split cost evenly with partner agencies of DeSoto, Cedar Hill, and Lancaster in subsequent years

Advantages:

- 1st year savings could be as much as an estimated \$95K
- Reduces likelihood of financial liability for the City of Duncanville
- Duncanville Police Department gains needed space which can be re-imagined in the future
- Duncanville jailers, provided they meet DeSoto's hiring regulations, will be provided hiring priority (up to four positions)
- City of DeSoto already provides this service to other area partner police departments; Cedar Hill PD, Lancaster PD, Glenn Heights PD, and Others

Councilmember Jameson voiced her concerns on a future remodeling of DeSoto's jail facility and if the City were to change their mind the City would no longer have a jail facility. Having all the cities in one jail facility is taking away the options for the cities to operate autonomously by having one facility.

Councilmember Cooks questioned if the City receives any revenue from the jail or is it just an expense.

Finance Director Summerlin stated the City does not receive any revenue from the jail, the City has an expense on the liability insurance.

Mayor Pro Tem Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 6 for, 1 against (Councilmember Johnette Jameson). Item passed.

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

No action.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the Library Quarterly Report.*

No questions.

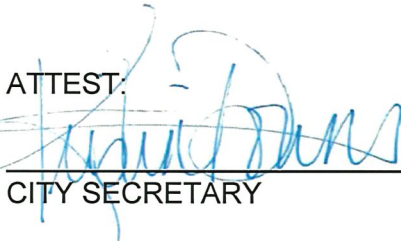
IV. ADJOURNMENT

The meeting was adjourned at 9:19 p.m.

APPROVED:


MAYOR

ATTEST:


CITY SECRETARY