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KENNEDALE CITY COUNCIL MINUTES

REGULAR MEETING | APRIL 19, 2022 AT 5:30 PM
CITY HALL COUNCIL CHAMBERS | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

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I. CALL TO ORDER

Mayor Rhodes called the meeting to order at 5:30 p.m.

To address the City Council regarding an agenda item, submit a 'Request to Speak' form before the meeting begins. Speakers are allotted three (3) minutes, must limit their comments to the subject indicated on the form, and should address the Council as a whole, rather than individual Councilmembers or staff.

II. WORK SESSION

A. WORK SESSION REPORTS

1. Presentation of the independent auditor's report (Annual Comprehensive Financial Report (ACFR)) for the fiscal year ended September 30, 2021

   Interim Finance Director Debby Scott introduced Danny Martinez Managing Director at BKD who present the ACFR. He stated that is an unmodified opinion or a "clean" audit with one finding related to internal controls. The big picture is summarized in the MD&A. The finding was material weakness related to utility receivables. It is not uncommon when you transfer over to new systems. The accounts deemed inactive were not moved over, in a $399k difference between what we could support and what was on the books.

2. Presentation regarding the establishment of Interlocal Agreements (ILAs), Cooperative Purchasing Agreements, and/or similar with neighboring entities for the benefit of forthcoming public works projects.

   Director of Public Works, Joe Walsh stated that we are asking the Council for consideration two cooperative purchasing agreements with the Cities of Grand Prairie and Grapevine who have vendors on their contracts that could benefit our city immensely. The discussion included types of vendors sought via these agreements, how cities were chosen, that all departments can benefit from the purchasing agreements, asphalt v concrete.

3. Discuss and consider offering staff direction regarding civilian compensation study

   Director of Human Resources Caroline Green discussed that in May 2021, the City authorized a pay step plan for public safety and the comprehensive study was created and passed. However, there was nothing implemented for our non-public safety personnel. Police and Fire were put at 100% of the market rate at that time with a 15-step plan. Mrs. Green is asking for an updated salary study and define a step pay plan for non-sworn employees estimated cost of the study $8,500. Council wishes to see a second proposal for the salary step plan rather than moving forward with the salary study at this time.

B. REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

None at this time.

Mayor Rhodes changed the order and moved Executive Session towards the end of the meeting.

III. EXECUTIVE SESSION

The City Council reserves the right to meet in Executive Session at any time during this meeting pursuant to the below cited sections of the Texas Government Code:

A. ***PURSUANT TO §551.071** — Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including discussion of any item posted on the agenda, legal issues regarding the Open Meetings Act, and the following:*

1. City Manager
2. Hammack Creek (337 Kennedale Sublett Road)
3. Chapter 380 and Economic Development Corporation Agreement between the City of Kennedale, the Kennedale Economic Development Corporation (KEDC), and Karmali Holdings, Inc.
4. City Board Member Qualifications and Appointment Procedure

B. ***PURSUANT TO §551.074** — Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee; and the following:*

1. City Manager
2. City Attorney

IV. RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED

Mayor Rhodes announced a short break at 6:51 p.m.

Reconvened into Regular Session at 7:02 p.m.

V. REGULAR SESSION

A. ROLL CALL

Present: Mayor Linda Rhodes, Jan Joplin, Mayor Pro-Tem Place 1; Gary Mitchell Place 2, Kenneth Michels Place 3, Austin Degenhart Place 4, arrived after the work session; James Connor Place 5. Staff: Interim City Manager Leslie Galloway, Chief of Police Darrell Hull, Fire Chief James Brown, Interim Finance Director Debby Scott, Director Human Resources Caroline Green, Director of

Public Works Joe Walsh, Municipal Court Clerk Bertha Vindal, Administrative Assistant Rosie Ericson

B. INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS

C. VISITOR AND CITIZEN FORUM

At this time, any person may address the Council about items not on the agenda. Rules and procedures for addressing the Council are included under "I. CALL TO ORDER". Neither formal action nor discussion may occur at this time. Those wishing, instead, to speak on an agenda item should indicate their desire to speak as the Council considers that item.

D. REPORTS AND ANNOUNCEMENTS

In addition to any items below, the Mayor and Council may give or receive reports regarding items of community interest, including, but not limited to, recognition of officials, citizens, staff, or departments; information regarding holiday schedules; and upcoming or attended events.

1. Updates from the City Council
Mayor Pro Tem Joplin stated she would like to get a water update, hopefully on the May agenda. Also followed up on the Dunaway UDC proposal.as well as the park dedication fund. Busy month Bingo at Senior Center, Patty Perry and Loree Boyd provided the meal; Hollis Matthews provided the bingo prices. She thanked Councilmember Mitchell for all he provides to the senior center through his outreach ministry. A thank you to Laura Smith and Kelly Skiles they have been short staffed for months and continue to provide programing to the senior center. Attended Chamber of Commerce lunch with Marvin Sutton as speaker. The memorial bench was unveiled and presented to Coach Basaldu. Thelma did a great job on the biography of his life. Reminded everyone that the City has an emergency we notification system. Special Council on April 29th regarding the issues we had with the Farmers Market that is now being called Town Center Market. Also, discussion was held on the letter's residence received for the City of Arlington Utilities from the TCEQ about the drinking water violations. The 5th and 8th graders did a great job on the Lion King. Walked the Victory over Violence in Tarrant County. Brought Easter plants to the City Staff on behalf of all the Council. I apologize I did not inform each of you.

Councilmember Mitchell stated that we have a food truck down at the Diamond Shamrock near the car wash named Carmen's. Open for lunch daily and lets all try it and support our local business.

Councilmember Michels attended the Chamber of Commerce luncheon and attended the memorial for Coach Basaldu, he gave me my love for history. April 16th was the great American clean up with the KKB members. Group of men and women from the KISD participated and were a great help; they are called the Green Club. On April 18th Mayor Rhodes and I attended the TRTC meeting with guest speaker Mattie Parker, Mayor of Fort Worth, spoke about transportation bonds. Also, in attendance was the North Texas Council of Governments.

2. Updates from the Mayor
   • Proclaiming April 2022 as Child Abuse Prevention Month and recognizing Alliance for Children for their dedication to protecting the children of Tarrant County

   March 19th Memorial for Coach Basaldu
   April 4 attended the Tarrant County Mayor's Council meeting
   April 18th attended the TRTC meeting
   Looking over charter provisions and
   Special Council meeting this Thursday, April 21st.

3. Updates from the Interim City Manager
   Interim City Manager Leslie Galloway announced KIDFISH will be held on May 21, 2022 at Sonora Park

4. Staffing updates from Human Resources Director

   Director of Human Resources Caroline Green gave Council an update on the SRG posting for City Manager. We have received 42 applicants; currently Council is reviewing candidates to compile a lost of those who will advance in the process. In addition, after several weeks of interview, the management team have made and accepted offers. Director of Finance, arrived April 29, Director of Community Development arrived May 2nd and on June 6 the Director of Library Services will arrive. In addition, a part-time permits clerk began on April 7th.

   There was also discussion on how and where job postings are published.

5. Financial Reports for the City

   Interim Finance Director Debby Scott took questions from Council on the financial reports. Councilmember Connor would like for the City to consider an internal audit at mid-year.

6. Schedule of Investment Activity for quarter ending March 31, 2022

   No discussion was held on this item.

E. CONSENT AGENDA

These matters have appeared on previous agendas, require little or no deliberation, or are considered routine or ministerial tasks. If discussion is desired, items may be removed for separate consideration.

1. Approval of the minutes from the March 15, 2022 regular meeting

2. Approval of the minutes from the March 29, 2022 special meeting

   Motion To Approve. **Action** Approve minutes from the March15, 2022 Regular meeting and March 29, 2022 special meeting. **Moved By** James Connor, **Seconded By** Gary Mitchell. **Motion passes unanimously**

3. Acceptance of independent auditor's report (Annual Comprehensive Financial Report (ACFR)) for the fiscal year ended September 30, 2021

4. Approval of a one-year contract extension with BKD, LLP for the purpose of

performing an annual audit for the City and the EDC

Brief discussion was held on going to market for the Audit contract. Bid after this year.

F. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider approval of a TxDOT Advanced Funding Agreement (AFA) and related Resolution in conjunction with the Safe Routes to School (SRTS) program

   AFA allows TXDOT to be the project manager for the SRTS project and reimburse the City with the federal tax dollars. Typically, you'll see those for any sort of grant application program, so it's a standard agreement for federally funded items.

   Mayor Rhodes stated that the Community can expect to see construction in early to mid-2023. She informed KISD that this was on the agenda and they are supportive. Councilmember Connor discussed the length of time of the project and it's all due to funding. Councilmember Degenhart discussed the timeline, felt 7 to 8 months for design seem excessive. TxDOT review is the slowdown at 30, 60 and 90% of the comments. Also included in the discussion was inflation of material costs.

   Motion To Approve**. Action** Approve TxDOT Funding Agreement (AFA) and related Resolution in conjunction with the Safe Routes to School (SRTS program. **Moved By** Austin Degenhart **Seconded By** Kenneth Michels. **Motion passed unanimously.**

2. Consider approval of an Ordinance, appointing a Municipal Judge, an Associate Judge, and an Alternative Associate Judge; and authorizing the Mayor to sign two-year contracts for each

   Municipal Court Clerk Bertha Vindal presented a proposition to use Judge Cass Callaway of Mansfield as it would streamline the process for the City as we have an ILA with the Mansfield Jail. Judge Calloway would be able to take pleas and sign warrants.

   Councilmember Connor mentioned Feinsteind vs. Pelican Bay, a civil suit that Cass Callaway was the City Attorney for the City of Pelican Bay. Mr. Connor did not want conflict to come to this City. Judge Lane is a good Judge and he recommended that we sign a two-year contract with him

   Motion To Appoint. **Action** Reappoint. **Motion By** James Connor to reappoint Judge Bill Lane, Alternate Judge Erin Jackson, Alternate Judge Suzy Vanegas for two years. **Seconded By** Mayor Pro Tem Jan Joplin. **Motion passes unanimously**.

   Consider approval of a Master Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie

Motion To Approve. **Action** Approve Master Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie **Moved By** Mayor Pro Tem Jan Joplin; **Seconded By** Gary Mitchell. **Motion passes unanimously.**

3. Consider approval of an Interlocal Agreement (ILA) related to purchasing with the City of Grapevine

   Motion To Approve. **Action** Approve Master Interlocal Agreement(ILA) related to purchasing with the City of Grapevine. **Moved By**: Kenneth Michels Seconded By James Connor. **Motion passes unanimously.**

4. Consider authorizing an unbudgeted compensation adjustment to civilian (non-sworn) staff

   Motion To Approve. **Action** Approve a 2% raise for all civilian (non-sworn) staff. **Moved By** James Connor **Seconded By** Austin Degenhart. **Motion passes unanimously**

G. PUBLIC HEARINGS

None at this time.

Recessed into Executive Session at 8:10 p.m. Pursuant to 551.071 and 551.074.

Reconvened into Regular session at 9:47 p.m.

VI. ADJOURNMENT

Motion To Adjourn **Action** Adjourn**. Motion By** James Connor **Seconded by** Kenneth Michels. **Motion passes unanimously.**

Mayor Rhodes adjourns the meeting at 9:47 p.m**.**

APPROVED: **ATTEST:**

HOLLIS MATTHEWS, MAYOR

ROSIE ERICSON, SECRETARY