

City of Danbury
Regular Council Meeting Agenda
Thursday, March 19, 2020

Notice is hereby given of the Regular Council Meeting of the Danbury City Council to be held at 6:30 p.m. on Thursday, March 19, 2020, at Danbury City Hall, 6102 5th Street, Danbury, Texas, at which time the following items of business will be considered:

Call To Order
Pledge & Prayer
Public Comment

Council and Staff Comments

Comments may be made by Council or Staff, but no action taken on the following topics without specific notice. Those items include: expressions of thanks, congratulations or condolence; information on holiday schedules; recognition of public officials, employees or citizens other than employees or officials whose status may be affected by the Council through action; reminders of community events or announcements involving an imminent threat to the public health and safety of the people of the municipality.

Mayor & Council Updates

Consent Agenda

1. Consideration of Monthly Bills (Check Register from February 20, 2020 through March 18, 2020)
2. Consideration of January 2020 Financial Statements
3. Consideration of February Police Report/Maintenance Log
4. Consideration of February Animal Control Report
5. Consideration of February Municipal Court Report
6. Consideration of February Community Center Report
7. Consideration of February Park Report
8. Consideration of February Comp Time Report
9. Consideration of February Utility Report
10. Consideration of City Council Minutes (December 12, 2019, February 11, 2020, and February 20, 2020)

General Business:

1. Discussion and Consideration of accepting resignation of Councilman and Mayor Pro-Tem Bill Turnipseed. (Melinda Strong)
2. Discussion and Consideration of accepting resignation of Police Chief.
3. Consider ordinance declaring emergency due to Covid-19, and consider other actions concerning public health emergency.

4. Discussion and Consideration of restricting the rental of Skrabanek Park and Community Center due to Covid-19 Pandemic. (Melinda Strong)
5. Discussion and Consideration of approving a Fire Marshall Contract for the City of Danbury. (Melinda Strong)
6. Discussion and Consideration of Ordinance Amending the General and Utility Budgets for the Fiscal Year 2019-2020. (Melinda Strong)
7. Discussion and Consideration of scheduling Budget Workshops for the Fiscal Year 2020-2021. (Melinda Strong)
8. Discussion and Consideration of Purchasing Crushed Concrete for Unpaved Road leading into Danbury Baseball/Softball Complex from Spur 28 and the 1300 block of Ave. J. (Melinda Strong)
9. Discussion and Consideration of Approving a Break Time Policy for City Employees. (Sue Powell)
10. Discussion and Consideration of additions, revisions, and updates to the employee manual. (Heather Martin)
11. Discussion and Consideration of Adopting a Policy on Bank Deposits. (Melinda Strong)
12. Discussion and consideration of amending bylaws and articles of incorporation/certificate of formation of Danbury Higher Education Authority, Inc. and ordinance on same.
13. Discussion, but no final action, of proposed refunding bonds by Danbury Higher Education Authority for Ser Ninos, Inc.
14. Discussion and Consideration of Ordinance 11-5 which made Heckler Loop a One-Way Street and now converting it from a City Street to an American Legion Complex Park Road. (Sue Powell)
15. Discussion and Consideration of Adopting Ordinance 20-04 Approving Rules, Agreements and Documents for the Use of Danbury City Park. (Sue Powell)
16. Discussion and Consideration of Approving City of Danbury Use Agreement on Ball Fields. (Melinda Strong)
17. Discussion and Consideration of Calling a Special Meeting Discussing the Danbury Use Agreement on Ball Fields. (Melinda Strong)

18. Discussion and Consideration of Reimbursing Kaluza and Associates, Inc. for the Railroad Permit Cost of \$750.00. (Melinda Strong)
19. Discussion and Consideration of Adopting a City of Danbury Mayor/Council Member Open Records Retention Policy. (Melinda Strong)

Executive Session

1. Executive Session under Texas Government Code Section 551.074 to deliberate concerning appointment of Mayor Pro-Tem.
2. Executive Session under Texas Government Code Section 551.074 to discuss appointment to fill vacancy for unexpired term on City Council.
3. Executive Session under Texas Government Code Section 551.089 to deliberate concerning cybersecurity.
4. Executive Session under Texas Government Code Section 551.074 to deliberate the employment, appointment, duties, reassignment, compensation, and evaluation of each city employee considering the current shortage of employees and possible health risks creating a need for coverage in the office.
5. Executive Session under Texas Government Code Section 551.074 to discuss employment, duties, and compensation to be offered in job posting for a City Secretary.
6. Executive Session under Texas Government Code Section 551.074 to discuss duties, qualifications needed, and compensation to be offered in job posting in order to advertise for a Chief of Police.
7. Executive Session under Texas Government Code Section 551.089 to discuss Court Security and the Securing of Court Records.
8. Executive Session under Texas Government Code Sections 551.071 and 551.074 to consult with City Attorney and to deliberate concerning unemployment claim by former Deputy City Secretary.

General Agenda Continued:

20. Discussion and consideration of appointment of Mayor Pro-Tem.
21. Discussion and Consideration of filling vacancy for unexpired term on City Council. (Melinda Strong)

22. Discussion and Consideration of Cost of filling Public Information Requests and the Cyber-Security Risk Created by filling some Public Information Requests. (Brenda Milligan)
23. Discussion and consideration of adding/removing signature authorization to the city's bank accounts.
24. Discussion and Consideration of employment, appointment, duties, reassignment, compensation, and evaluation of each city employee considering the current shortage of employees and possible health risks creating a need for coverage in the office. (Heather Martin)
25. Discussion and Consideration of advertising for a City Secretary. (Melinda Strong)
26. Discussion and Consideration of advertising for a Police Chief. (Melinda Strong)
27. Discussion and Consideration of the securing of the Court and Court Records. (Heather Martin)
28. Discussion and Consideration of Action on Unemployment Claim by Former Deputy City Secretary.

Adjourn/Dismiss

I certify that the above notice of council meeting was posted in an enclosed bulletin board at Danbury City Hall on Monday, March 16, 2020, at 6:08 p.m. which is at least 72 hours before the Regular Council Meeting.


Cynthia Sharp, Deputy City Secretary

In Compliance with the Americans with Disabilities Act, the City of Danbury will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact Cynthia Sharp, Deputy City Secretary at (979) 922-1551.