

**MINUTES OF THE CITY COUNCIL MEETING
OF THE CITY OF GLENN HEIGHTS, TEXAS**

OCTOBER 20, 2015

STATE OF TEXAS *
COUNTIES OF DALLAS AND ELLIS *
CITY OF GLENN HEIGHTS *

On the 20th day of October, 2015 the City Council of the City of Glenn Heights met in a regular meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

CITY COUNCIL:

Leon Tate	*	Mayor
Arleen Layne	*	Council Member
Tony Bradley	*	Mayor Pro Tem
Ron Adams	*	Council Member
Glenn George	*	Council Member

STAFF:

Aretha Ferrell-Benavides	*	City Manager
David Hall	*	Managing Director
Othel Murphree	*	City Secretary
Phillip Prasifka	*	Chief of Police
Lakeita Sutton	*	Director of Finance
Kacye Harvey	*	Organizational Development
Jeremy Tennant	*	Senior Planner
Larry Pennington	*	Utilities Superintendent
Lauren Gray	*	Community Engagement

ABSENT: Kathy Dixon	*	Council Member
Elizabeth Cox	*	Council Member

Mayor Tate called the meeting to order at 7:51 p.m.

INVOCATION: Bruce Anderson gave the invocation.

PUBLIC COMMENT: None

**PROCLAMATION: Municipal Court Week - November 2-6, 2015
Veterans Day**

CONSENT AGENDA

1. Approve the City of Glenn Heights City Council Minutes of October 6, 2015.

Councilman Adams moved to approve the minutes of October 6, 2015. Mayor Tate made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

2. Discuss and consider taking action on Ordinance O-13-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance creating a new definition of “Credit Access Businesses” and Article XI, Section 1 Use Charts requiring that “Credit Access Businesses” within the R Retail District obtain a Specific Use Permit. (Second reading)

Mayor Pro Tem Bradley moved to approve Ordinance O-13-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance creating a new definition of “Credit Access Businesses” and Article XI, Section 1 Use Charts requiring that “Credit Access Businesses” within the R Retail District obtain a Specific Use Permit with the following changes:

Section 2. XIXI.I (111) CREDIT ACCESS BUSINESS

Shall have the meaning given that term in Section 393.601 of the Texas Finance Code and including any credit services organization that obtains for a consumer or assists a consumer in obtaining an extension of consumer credit in the form of a deferred presentment transaction or a motor vehicle title loan, as those terms are defined in Section 393.601 of the Texas Finance Code, as amended.

SECTION 3. Section 11 SUPPLEMENTARY STANDARDS FOR CREDIT ACCESS BUSINESSES

XVII.11.2 A lot containing a credit access business shall be located at least 1,000 feet from any lot zoned or used for residential purposes, churches, schools and pawn shops, as measured in a straight line between the nearest points of one lot to the residential lot.

Councilman George made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

8. Discuss the status of the City of Glenn Heights FY 2015 Comprehensive Annual Financial Reporting, CAFR. Mayor Tate

The City of Glenn Heights is directed by City Charter to have an audit performed on all accounts of the City by a Certified Public Accountant (CPA) and this CPA shall report directly to the City Council. Paula Lowe, CPA with Pattillo, Brown, and Hill (City Auditor) was present at the City Council meeting and briefed the City Council on the timeline for the audit process as well as the documentation that will be requested from staff and the deliverables that will be requested and received during the audit.

The Audit Finance Committee is an advisory body of the City Council, charged with ensuring that both management and the independent auditor fulfill their respective responsibilities. The Audit Finance Committee will meet with the Auditors during the audit process.

Mayor Tate moved to add Mayor Tate to the Audit Committee. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

The Audit Committee for the 2014/2015 FY Audit is Mayor Tate and Mayor Pro Tem Bradley.

At the conclusion of the Audit the Auditors will produce a letter to City Management and City Council to show deficiencies and provide an audit report.

Mayor Tate moved to approve the Audit for FY2014/2015 would start the week of October 26, 2015. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

12. Discuss and consider volunteer appointments to the City of Glenn Heights Parks and Recreation Board.

The Parks & Recreation Board advises the City Council on issues related to the City park system, including recreational programs and facilities. The Board consist of seven members and two alternates.

The City Council is being asked to consider four appointments and/or reappointments and two appointments for the alternate positions.

Park & Recreation Board 3 Year Terms	
Jean Stewart	Term ends June, 2015
Carl Whitehead	Term ends June 2015
BranDee Hopgood, Chairman	Term ends June 2016
Eddie Moore	Term ends June 2014
Cindrayia Hollins	Term ends June 2017

Marcus Hollins	Term ends June 2017
Vacant	Term ends June 2016
Alternate – Vacant	Term ends June 2015
Alternate – Michael Listner	Term ends June 2016

Jean Stewart and Carl Whitehead requested re-appointment and Michael Listner requested reappointment as an alternate.

The City has three applications on file for consideration; Kerston Crawford-Thorns, Chameka Purifoy, and Florence Ward.

Mayor Tate moved to reappoint Jean Stewart and Carl Whitehead to the Parks and Recreation Board for three year terms that will expire June 2018. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

Mayor Tate moved to reappoint Michael Listner for a three year term that will expire June 2018 as an alternate and remove Eddie Moore. Councilman Adams made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

Mayor Tate moved to appoint Kreston Crawford-Thorns and Chameka Purifoy, and Florence Ward (Alternate). Councilman George made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

Mayor Tate moved to change the Parks and Recreation Board meetings to the last Thursday of each month. Councilman Adams made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

3. Discuss and consider taking action on Ordinance O-14-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance adding “Pawn Shops” as a permitted use within the R Retail District. (Second reading)

Councilman Adams moved to approve Ordinance O-14-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance adding “Pawn Shops” as a permitted use within the R Retail District with the following changes:

XVII.12.2 A lot containing a pawn shop shall be located at least 1,000 feet from any lot zoned or used for residential purposes, churches and schools.

as measured in a straight line between the nearest points of one lot to the residential lot.

Councilman George made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

4. Discuss and consider taking action Ordinance O-15-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance creating a new definition of “Vapor Shops” and Article XI, Section 1 Use Charts requiring that “Vapor Shops” within the R Retail District obtain a Specific Use Permit. (Second reading)

Councilman Adams moved to table Ordinance O-15-15 amending Article XIX, Basic Definitions and Interpretations of the Zoning Ordinance creating a new definition of “Vapor Shops” and Article XI, Section 1 Use Charts requiring that “Vapor Shops” within the R Retail District obtain a Specific Use Permit. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

5. Discuss and consider taking action on Ordinance O-17-15 approving a request for a Specific Use Permit by Courtney Galloway dba Sasscee Little Sprouts. The property at 1932 South Hampton Road Glenn Heights, Texas, is presently zoned SF-1 Single Family Residential and the request is to allow a Day Care Center, Sasscee Little Sprouts. (Second reading)

Councilman Adams moved to approve Ordinance O-17-15 approving a request for a Specific Use Permit by Courtney Galloway dba Sasscee Little Sprouts. The property at 1932 South Hampton Road Glenn Heights, Texas, is presently zoned SF-1 Single Family Residential and the request is to allow a Day Care Center, Sasscee Little Sprouts. Mayor Tate made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Layne, Bradley, Tate, Adams, and George

6. Discuss and consider a Resolution establishing City of Glenn Heights Texas Veterans Memorial Committee. Mayor Tate

Mayor Tate led the discussion stating that September 16, 2014 the Council voted to establish a Veterans Memorial Fund and the next step was to create a Veterans Memorial Committee as an advisory body to assist the Council to establish a Veterans Memorial.

Direction was given to Staff to place a resolution on the next agenda to create and establish a Veterans Memorial Committee.

7. Discuss positions necessary for a Veterans Memorial Committee. Mayor Tate

Discussed with Item 6.

9. Discuss creation of City of Glenn Heights Facilities Design Standards – ADA Compliant, LEED, and Green. Mayor Tate

Mayor Tate led the discussion on future city facilities. David Hall, Managing Director of Infrastructure and Development, explained to the Council that the city already has some standards in place and the State has standards that the City must follow.

Mayor Tate stated he wanted the City to investigate what incentive programs each electrical provider may have.

10. Update regarding City of Glenn Heights 2015/2016 Events Calendar.

Mayor and Council were updated by Lauren Gray, the Community Engagement Coordinator on some of the upcoming City Events which included the following:

- Veteran's Day Memorial Observance
- America Recycle Day and City Clean Up
- Thanksgiving Canned Food Drive and Basket Giveaway
- Santa Cop
- Senior Sock Hops
- Tree Lighting
- Christmas Basket Giveaway
- MLK Day of Service
- Black History Month
- Mayor's Essay Contest
- Etc.

There was a brief discussion on events that would take place after the first of the year, Spring Clean-up in conjunction with Household Hazardous Waste program and the possibility of moving the Family Festival to May.

11. Discuss City of Glenn Heights September 2015 Monthly Financial Report.

Director of Finance, Lakeita Sutton briefed the Council on the following:

September 2015 Financial Report

- Summary of General Fund Revenues and Sales Tax Comparison
- Summary of Water and Sewer Fund Revenues and Expenditures
- Summary of Drainage Fund Revenues and Expenditures
- Summary of Other Funds Revenues and Expenditures
- June 2015 Cash and Investment Report
- June 2015 Overtime Report
- June 2015 Check Register

13. Discuss and consider taking action to approve an Agreement for City Street Lighting Services between the City of Glenn Heights and Oncor Electric Delivery Company.

The City of Glenn Heights currently receives street lighting service from Oncor Electric Delivery Company, LLC. Although this service has been provided for many years a formal agreement was not signed between the two entities. After identification of the issues, Oncor has submitted to the City of Glenn Heights their standard agreement for approval by Council. This agreement if approved ratifies the services currently provided and would be effective for a term of ten (10) years and from year to year thereafter until either party cancels.

The City of Glenn Heights received a standardized agreement that requires City Council approval. The agreement is consistent with other agreements between Oncor Electric Delivery Company, LLC and other municipalities. The agreement has been reviewed and recommended for approval by Legal. As such Council approval is required for signature.

Councilman Adams moved to approve the Agreement for City Street Lighting Services between the City of Glenn Heights and Oncor Electric Delivery Company. Councilwoman Layne made the second. The motion carried with the following vote:

VOTE: **5** **Ayes** – Layne, Bradley, Tate, Adams, and George

14. Discuss and consider taking action on City Council’s attendance. Councilwoman Layne

Staff provided the Council with a spreadsheet showing Mayor and Council attendance from January 2015 forward. Councilwoman Layne led a brief discussion on the issue.

There was no action taken.

Mayor Pro Tem Bradley moved to extend the meeting to 10:15 p.m. Mayor Tate made the second. The motion carried with the following vote:

VOTE: **4** **Ayes** – Bradley, Tate, Adams, and George
 1 **Nay** - Layne

Councilwoman Layne stated she could not stay after 10:00 p.m. and left the meeting at 10:01 p.m.

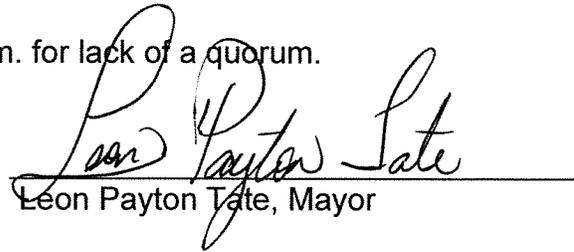
EXECUTIVE SESSION and RESULTING ACTION:

15. The City Council shall convene into executive session pursuant to the Texas Government Code:

- a. Section 551.074(a)(1) to deliberate the appointment, compensation, employment, six-month performance assessment and feedback, reassignment, and duties of the City Manager.
- b. Reconvene and consider any Official Action as a result of the Executive Session.

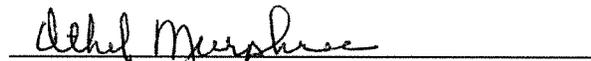
ADJOURNMENT

Mayor Tate adjourned the meeting at 10:01 p.m. for lack of a quorum.



Leon Payton Tate, Mayor

Attest:



Othel Murphree, City Secretary

Passed and approved the 16th day of November, 2015.