

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

DECEMBER 8, 2015

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

On the 8th day of December, 2015 the City Council of the City of Glenn Heights met in a special meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

CITY COUNCIL:

Sidney Davis	*	Council Member
Tony Bradley	*	Mayor Pro Tem
Emma Ipaye	*	Council Member
Ron Adams	*	Council Member
Harry Garrett	*	Council Member
Glenn George	*	Council Member (Arrived late)

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

CONSULTANT:

Julie Doshier	*	Office of the City Attorney
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ABSENT: Leon Tate * Mayor

Mayor Pro Tem Bradley called the meeting to order at 6:51 p.m.

INVOCATION: Rabbi Steven Jaslow gave the invocation.

PUBLIC COMMENT: None

AGENDA

1. Discuss and consider taking action on Ordinance O-18-15 amending the Code of Ordinances, Chapter 8, Article 8.06 and 8.07, providing definitions for e-cigarettes, liquid nicotine and public areas; providing for the posting of "No-Smoking" signs in public areas. (Second Reading)

Councilman Adams moved to approve Ordinance O-18-15 amending the Code of Ordinances, Chapter 8, Article 8.06 and 8.07, providing definitions for e-cigarettes, liquid nicotine and public areas; providing for the posting of "No-Smoking" signs in public areas and a change that would not allow any smoking of any kind within 50 feet of any public building or public area including city facilities. Councilman Garrett made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Adams, and Garrett

2. Discuss and consider taking action on Ordinance O-19-15 amending the zoning ordinance and map of the City of Glenn Heights, by granting a change in zoning by granting a Specific Use Permit (SUP) to allow for a drive-thru lane expansion at an existing Sonic Drive-In restaurant, located on approximately .65 acres of land, currently zoned retail (R) located at 201 East Ovilla Road, Glenn Heights, Texas. (Second Reading)

Councilman Garrett moved to approve on Ordinance O-19-15 amending the zoning ordinance and map of the City of Glenn Heights, by granting a change in zoning by granting a Specific Use Permit (SUP) to allow for a drive-thru lane expansion at an existing Sonic Drive-In restaurant, located on approximately .65 acres of land, currently zoned retail (R) located at 201 East Ovilla Road, Glenn Heights, Texas. Councilman Adams made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Adams, and Garrett

3. Discuss and consider Ordinance O-27-12 establishing Rules of Order and Decorum for the City Council.

Councilwoman Ipaye moved to table this item to the December 15, 2015 City Council meeting.

Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Adams, and Garrett

Councilman George arrived at 6:36 p.m.

4. Presentations:

- Update on Up-coming Events

- Proposed Rental Registration Program

The City Manager, Aretha Ferrell-Benavides, introduced Millicent Williams, the new Emergency Management Specialist.

The following information was provided to Council on Up-coming Events:

- November Programs
 - Veterans Day Program – November 11, 2015
 - Canned food drive – November 12 – December 18, 2015
 - Community Clean Up – November 14, 2015
 - Thanksgiving Turkey Baskets provided to 8 families
- December Programs
 - Christmas Tree Lighting – December 12, 2015
 - Warm Item Drive (Coats, Sweaters, Gloves, etc. – December 12, 2015 – January 8, 2016
 - Holiday Business Mixer - December 16, 2015
 - Christmas Basket Distribution – December 22, 2015

The following information was provided to the Council on Proposed Rental Registration Program:

- Background
- Survey
- Proposed Program Guidelines
- Proposed Program Enforcement Options
- Program Benefits
- Proposed Fee Schedule
- Proposed Program Costs
- Estimated Revenues
- Next Steps

5. Workshops:

- Briefing and overview for establishing a Public Improvement District (PID) and/or a Tax Increment Financing District (TIF) in the City of Glenn Heights.
- Administrative Policies
- City of Glenn Heights City Hall Project

Councilman Adams moved to open the workshop. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

VOTE: 6 Ayes – Davis, Bradley, Ipaye, Adams, Garrett, and George

Mayor Pro Tem Bradley opened the workshop at 7:23 p.m.

The following was discussed in the workshop:

Tax Incremental Financing (TIF)

- A special purpose district and financing mechanism
- Public financing method that is used as a subsidy for redevelopment, infrastructure, and other community improvement
- Allows cities and towns to borrow against an area's future tax revenues in order to invest in immediate projects or encourage present development
- Tax Incremental Reinvestment Zone (TIRZ)
- How TIF's are formed
- How TIF's Work
- TIF Funding
- General Elements of a TIF
- Conclusion of a TIF

Public Improvement District (PID)

- What is a PID
- Formation of PID
- Operation of PID
- What Improvements can a PID Provide
- What are the Benefits of a PID
- PID vs. HOA

Administrative Policies

- Financial Policies
 - Purpose of Financial Policies
 - Latest Review of the Current Policy – May 2015
 - What references are used for building and administering the Financial Policy
 - Staff suggested revisions to current policy
 - Things to consider
 - Debt Management Policy
 - Assign duties within the Financial Policy by position
 - Frequent review of Policies
 - Obtain ideas from peer entities
- Personnel Policies
 - Purpose
 - Latest review of the Current Policy – June 2015
 - Process for revisions
 - Time line for revisions
 - Brief review of Current Policies
 - Things to consider
 - ◆ Policy vs stand operating procedures (SOP's)

- ◆ Policy should be updated every two – three years
- ◆ Policy should include three types of policies General, Hiring and Employment Status and Procedural Policies

- City of Glenn Heights City Hall Project – This item was not discussed.

Councilman Adams moved to close the workshop. Councilwoman Ipaye made the second. The motion carried with the following vote:

VOTE: 6 **Ayes** – Davis, Bradley, Ipaye, Adams, Garrett, and George

Mayor Pro Tem Bradley closed the workshop at 8:27 p.m.

ADJOURNMENT

Mayor Pro Tem Bradley moved to adjourn. Councilman Adams made the second. The motion carried with the following vote:

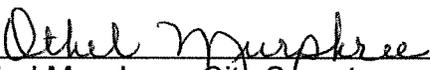
VOTE: 6 **Ayes** – Davis, Bradley, Ipaye, Adams, Garrett, and George

Mayor Tate adjourned the meeting at 8:27 p.m.



Leon Payton Tate, Mayor

Attest:



Othel Murphree, City Secretary

Passed and approved the 15th day of December, 2015.