

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

MAY 2, 2016

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

On the 2nd day of May, 2016 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 Payton Tate	*	Mayor
Tony Bradley	*	Mayor Pro Tem
Sidney Davis	*	Council Member
Emma Ipaye	*	Council Member
Ron Adams	*	Council Member

ABSENT:

Harry Garrett	*	Council Member
Glenn George	*	Council Member

STAFF:

Aretha Ferrell-Benavides	*	City Manager
David Hall	*	Managing Director
Janie Willman	*	City Secretary
Lakeita Sutton	*	Director of Finance
Charles Brewer	*	Director of Infrastructure
Eddie Burns	*	Fire Chief
Phillip Prasifka	*	Police Chief

CONSULTANT:

Whitt L. Wyatt	*	Office of the City Attorney
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Mayor Tate called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE: Mayor Tate led the assembly in the Pledge of Allegiance.

INVOCATION: Pastor Theodore Anderson, Fresh Start Community Church, gave the invocation.

PUBLIC COMMENT: There were no public comments.

PROCLAMATIONS:

- Peace Officers Memorial Day and National Police Week – May 15, 2016
- Mother’s Day – May 8, 2016
- Family Festival: The City of Glenn Heights; Resilience: Reaching New Heights! – May 14, 2016

CONSENT AGENDA

Councilman Adams moved to approve the Consent Agenda.
 Councilman Davis made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

1. Approve the City of Glenn Heights City Council Minutes of the April 19, 2016 Regular City Council Meeting.
2. Approve the City of Glenn Heights City Council Minutes of the April 26, 2016 Special City Council Meeting.
3. Consider action on Ordinance O-07-16, an Ordinance of the City of Glenn Heights, Texas, Amending the Zoning Ordinance and Map of the City of Glenn Heights, as Heretofore Amended, by Granting a Change in Zoning by Granting a Special Use Permit (S.U.P.) for Land Presently Zoned SF-1 Single Family Residential; the Request is to allow a 1,500 square foot Accessory Structure at 2806 Cinnamon Springs Street in Glenn Heights, Ellis County, Texas. (Second Reading)

AGENDA

4. Discuss and Consider the appointment of an Auditing Firm for the City of Glenn Heights including interviews with prospective auditing firms.

Ms. Nicole Bradshaw, CPA, Audit Manager with Pattillo, Brown and Hill, LLP, made a presentation before the City Council. Following Ms. Bradshaw’s presentation, the City Council deliberated and provided direction to staff. City Manager Benavides asked that the City Council complete the evaluation forms and return the completed evaluation forms to her for compilation by e-mail. Ms. Benavides noted the staff will begin the process of checking references and bring this agenda matter back to the City Council. The City Council asked staff to ensure that the scores are compiled for both firms from the City Council Members who were present at both meetings on April 26 and May 2 with inclusion of comments from the entire City Council.

5. Discuss and Consider action on R-12-16, a Resolution of the City of Glenn Heights, Texas, Designating the *Focus Daily News* as the Official Newspaper for the City of Glenn Heights, Dallas County, Texas; Providing a Repealing Clause and Providing for an Effective Date. (Requested by Mayor Tate.)

Mayor Tate informed the City Council of the reasoning behind his request that this agenda matter be considered as having come up during a recent public profile case that received media attention. He referenced the need for a News Release

Policy. City Attorney Wyatt explained that a News Release Policy would be internally developed for consideration by adoption by the City Council. An adopted News Release Policy would reference the use of the *Focus Daily News*, if the publication is adopted as the official newspaper this evening. Mayor Tate further informed the City Council this will allow the City to have a current resolution establishing an official publication as required by statute and the City's Home Rule Charter.

Mayor Pro Tem Bradley moved to adopt Resolution R-12-16, a Resolution of the City of Glenn Heights, Texas, Designating the *Focus Daily News* as the Official Newspaper for the City of Glenn Heights, Dallas County, Texas; Providing a Repealing Clause and Providing for an Effective Date.

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

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

6. Discuss and Consider action on R-13-16, a Resolution of the City Council of the City of Glenn Heights Approving the Architectural Design Agreement Between the City of Glenn Heights and Randall Scott Architects, Inc.; and Providing for an Effective Date. Following a briefing by Managing Director Hall and Mr. Randall Scott, the City Council deliberated and provided direction to staff.

Focus points during the City Council's deliberation resulting in directions to staff included: reduce the 15 percent mark-up to 12 ½ or 10 percent for reimbursement expenses, as reflected on page 19; entertain further the suggestion for staff to manage furniture, fixtures, and equipment through high school staff; landscape architecture should feed into security; emphasize that we spend very carefully; find ways to save; that City Council knows that whatever we do, the associated hourly rate is; what is the limit of when charges kick in and for what purposes; clarification of fees; clarification of furniture costs; clarification of irrigation; clarification of FFE; the hardening of the building to be tornado-proofed.

City Manager Benavides informed the City Council that staff will of course act on the City Council's directions. She noted the effect of these ongoing negotiations may have is the firm of Randall Scott walks away from the project. If this was to occur, Ms. Benavides emphasized the City would have to begin the negotiation process all over again, delaying the construction process, reflecting anticipated increased construction costs and increased bond payments dependent on the final credit issued to the City of Glenn Heights. Ms. Benavides informed the City Council that the firm of Randall Scott Architects had walked away from a similar project in the City of Fulshear.

Ms. Benavides and Mr. Hall emphasized that the City has \$6 million and that everything that relates to the project must be included. Mayor Tate noted that means lessor quality might have to be considered in some areas to accommodate the City's must have requirements. Mayor Tate asked if the answer is no, barring the FFE, is the City Council not interested in moving forward with this vendor? The

City Council was requested to communicate any additional concerns to the City Manager via email. Ms. Benavides was directed to keep the City Council informed via email. The Mayor asked Ms. Benavides to place this agenda matter on the next City Council Meeting Agenda for further consideration.

7. Discuss and Consider naming a street in honor of Ms. Moriah Jefferson. (Requested by Mayor Tate.) Mayor Tate informed the City Council that he would like to consider naming the street on which Ms. Jefferson lives in her honor. There was brief discussion about the legal and lengthy processes required to rename a street. It was noted this action could be part of the City's branding effort and her recognition for her athletic and scholarship accomplishments. Following City Council deliberation, the City Council considered action.

Councilman Adams to rename Wave Crest Drive in her honor with an honorary name plate identifying the street in the name of Ms. Moriah Jefferson. Councilman Davis made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

8. Discuss and Consider land use for the 72 acre parcel of land located on South Hampton Road, Ellis County, Glenn Heights, Texas. (Requested by Mayor Tate.)

Mayor Tate informed the City Council that he would like for them to consider the possible land uses or platting the 72 acre parcel of City-owned land located on South Hampton Road in the Ellis County portion of Glenn Heights. City Council focus points included: the City's tax exempt status, the length of time the City has owned the land, the amount of money the City paid for the land, prospective business uses; the need to control zoning to help define the highest and best uses for the land and keep uses consistent; and the agreement with Palladium for 15 acres out of the 72 acre parcel.

Councilman Adams moved to direct staff to evaluate the best zoning for the City-owned 72 acres and frontage area along South Hampton Road in Ellis County and bring the evaluation back to the City Council. Councilwoman Ipaye made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

9. Discuss and Consider City Council Budget Priorities. City Manager Benavides introduced this agenda matter as allowing the City Council to define their budget priorities so staff might include the top budget priorities into the City Manager's proposed Fiscal Year 2017 Budget based on the City Council's priorities arising from the Strategic Planning Retreat. The City Manager was requested to email City Council the forms and information included in this evening's packet, consider the information received this evening related to building new facilities, and email the City Manager their top five priorities for compilation and factoring into the

budgetary process. Once the list is compiled, the City Manager was directed to place the list of the City Council priorities on the next meeting agenda.

10. Discuss and Consider City of Glenn Heights March 2016 Monthly Financial Report. Finance Director Sutton made a formal presentation of the March 2016 Monthly Financial Reports and conditions.
11. Presentation on City Employee Health Benefits and Health Benefits Comparison. The City Manager explained that Organizational Development Administrator was absent due to illness. The Mayor suggested that the City Council skip this item to move forward to Agenda Item 12 with the City Council returning to discuss this item, time permitting.
12. Discuss and Consider Action on Summer Intern Program Proposal. City Manager Benavides briefed the City Council on this agenda item. Ms. Benavides noted she will be doing the budget update and amendment next week indicating she would be able to factor the cost for a Summer Intern Program Proposal into the budget modification. The City Council deliberated and provided direction to staff. The City Council focus points included: Increasing the length of time for the proposed program from six weeks to about eight weeks; from June 2 through August 22; liability and safety issues; contracts review, codification, and document management project, records management; the possible use of interns from the North Central Texas Council of Government; and the City Manager working with the students and interns to include their vacation breaks.

Motion by Mayor Pro Tem Bradley to approve the Summer Intern Program an additional person for the City Secretary's Office and to extend the program from June 2 to August 22. Mayor Tate made the second. The motion carried with the following vote:

VOTE: 4 **Ayes** – Davis, Bradley, Tate, and Adams.
 1 **Nay** - Ipaye

Motion by Councilman Adams to extend the meeting to 10:30 p.m. Mayor Tate made the second. The motion carried with the following vote:

VOTE: 5 **Ayes** – Davis, Bradley, Ipaye, Tate, and Adams.

PRESENTATIONS / REPORTS:

Community Engagement Coordinator Williams updated the City Council on the upcoming timelines for the 2016 Family Festival Event and the Community Clean-up.

Director of Infrastructure Brewer updated the City Council on the Community Development Block Grant (CDBG) Project for the installation of a 12 inch water line on Godwin Road.

Executive Session

Mayor Pro Tem Bradley moved to convene into Executive Session at 10:09 p.m. for Agenda Item 13.A. Councilman Adams made the second. The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

Mayor Tate announced the City Council was convening into Executive Session at 10:09 p.m.

13. Executive Session

A. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section 551.071(1)(A), Consultation with the City's Attorneys regarding Pending or Contemplated Litigation in the matter of Liquor Depot Bear Creek, L.P. v. the City of Glenn Heights, Cause DC-16-03495 to allow the governmental body to seek the advice of its attorneys.

B. The City Council will reconvene into Open Session to consider any matters arising out of Executive Session, Section 551.071(1)(A), Consultation with the City's Attorneys in the matter of Liquor Depot Bear Creek, L.P. v. the City of Glenn Heights, Cause DC-16-03495. No action was taken.

Councilman Adams moved to come out of Executive Session at 10:14 p.m. Councilwoman Ipaye made the second.

Mayor Tate announced the City Council was reconvening into Open Session at 10:14 p.m. Mayor Tate announced there was no action taken arising from the Executive Session.

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

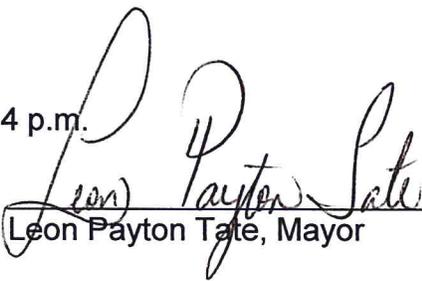
ADJOURNMENT

Councilman Adams moved to adjourn. Councilwoman Ipaye made the second.

The motion carried with the following vote:

VOTE: 5 Ayes – Davis, Bradley, Ipaye, Tate, and Adams.

Mayor Tate adjourned the meeting at 10:14 p.m.



Leon Payton Tate, Mayor

Attest:



Juanita Willman, City Secretary

Passed and approved the 17th day of May, 2016.