

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

JULY 5, 2016

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

On the 5th day of July, 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
Harry Garrett	*	Council Member

ABSENT:

Glenn George	*	Council Member
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STAFF:

Aretha Ferrell-Benavides	*	City Manager
David Hall	*	Managing Director
Janie Willman	*	City Secretary
Lakeita Sutton	*	Director of Finance
Eddie Burns	*	Fire Chief
Charles Brewer	*	Director of Infrastructure
Kacye Harvey	*	Director of Organizational Development
Millicent Williams	*	Coordinator of Parks and Community Engagement
Jeremy Tennant	*	Senior Planner
Phillip Prasifka	*	Police Chief

Mayor Tate called the meeting to order at 7:02 p.m.

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

INVOCATION: City Secretary Willman gave the invocation.

PUBLIC COMMENT: There were no speakers to address the City Council.

CONSENT AGENDA

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

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

1. Approve the City of Glenn Heights City Council Minutes of the June 21, 2016 Regular City Council Meeting.
2. Consider approval of Interlocal Agreement for Coordinated Health Services between Dallas County, Texas, on behalf of Dallas County Health and Human Services, and the City of Glenn Heights for Fiscal Year 2017.

AGENDA

3. Discuss and consider action on Resolution R-24-16 expressing intent for Initial Bond Sale Amount (Debt Issuance). City Manager Benavides introduced this agenda matter in the absence of Financial Advisor Jason Hughes. Following deliberation, the City Council considered action.

Councilman Adams made a motion to issue \$15 million at a rate of \$0.2592 [in keeping with scenario 2B in the presentation provided by Financial Advisor Jason Hughes of Hilltop Securities.] Councilwoman Ipaye made the second. The motion carried with the following vote:

VOTE: 4 Ayes – Ipaye, Tate, Adams, and Garrett
 2 Nays – Davis and Bradley

4. Discuss and consider amending the City of Glenn Heights Architectural Design Agreement with Randall Scott Architects, Inc. to include the Public Works facility location at 2118 South Uhl as a location for new City facilities. Mayor Tate introduced this agenda matter.

The City Council discussed their reasons for wanting to have one or two sites, including wanting to have the new City facilities along South Hampton Road due to its importance as a major thoroughfare through the City, wanting to demonstrate savings by having one site, having a site on South Uhl Road because it straddles both Dallas and Ellis counties with the thought of having a combined polling place, planning for future City facilities that will be needed beyond what is proposed to be constructed with bond funding, and a desire to consider having a study done on the City's property at 2118 South Uhl Road. Following deliberation, the City Council considered action.

Mayor Pro Tem Bradley made a motion to table this agenda matter until the first week in August. Councilman Garrett made the second.

Mayor Tate informed the City Council that Architect Randall Scott is waiting to get direction. If no direction is provided soon, he will act on the information previously communicated. He indicated that if it is the will of the City Council to table this item, the item will not come back due to time constraints.

Councilman Garrett made a motion to deny amending the City of Glenn Heights Architectural Design Agreement with Randall Scott Architects, Inc. to include the study of the Public Works facility location at 2118 South Uhl Road as a location for new City facilities. Councilwoman Ipaye made the second. The motion failed with the following vote:

VOTE: **3** **Ayes** – Ipaye, Adams, and Garrett
 3 **Nays** – Davis, Bradley, and Tate

5. Discuss and consider selection of a firm to provide independent, professional auditing services for the City of Glenn Heights to perform the audit of its financial statements and deliver Comprehensive Annual Financial Reports for a three year period.

Following a presentation by Finance Director Sutton, the City Council deliberated and considered action.

Motion by Councilman Adams to select McConnell & Jones, LLP, as the firm to provide independent, professional auditing services for the City of Glenn Heights to perform the audit of its financial statements and deliver Comprehensive Annual Financial Reports for a three year period. Councilman Ipaye made the second. The motion carried with the following vote:

VOTE: **5** **Ayes** – Davis, Ipaye, Tate, Adams, and Garrett
 1 **Nay** – Bradley

Mayor Tate asked if the City Council had any reservations about considering Agenda Item 11 next in response to a City staff request. The City Council imposed no reservations.

11. Discuss and consider authorizing Electronic – LED signage for City Properties. Community Engagement Coordinator Williams presented this agenda matter to the City Council. The City Council encouraged Ms. Williams to bring back information including a line item for costing. Additionally, Ms. Williams was encouraged to file for a variance, if needed, in order to get electronic – LED signage that will work best for the City's facilities.
6. Discuss and consider initiating the Texas Comptroller's Economic Development and Analysis Division Local Government Management Assessments (LGMA) via questionnaire. Mayor Tate introduced this agenda matter as allowing the City Council to consider approaching the Texas Comptroller's Economic Development and Analysis Division about the City of Glenn Heights participation in the Local Government Assessments process. The City of Glenn Heights has been working

diligently to transition the City's operations from Good to Great for per our 2015-2016 Budget theme. One of the City Council's Strategic Retreat Goals is to engage in objective and professional assessment. Participating in this process, if authorized by the City Council and accepted by the Texas Comptroller's Economic Development and Analysis Division, will allow the City to obtain objective and professional assessment by governmental professionals.

Following deliberation, the City Council considered action.

Motion by Councilman Adams to support the City Manager's submitting information to the Comptroller's Economic Development and Analysis (EDA) Division to determine if the City can operate more effectively and efficiently. Councilman Davis made the second. The motion carried with the following vote:

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

7. Discuss and consider the City Council's framework for City of Glenn Heights Fiscal Year 2016-2017 Operating Budget. Mayor Tate introduced this agenda matter as allowing the City Council to provide input to the City Manager as she formulates a proposed budget for the Fiscal Year (FY) 2016-2017 Budget. The City Council briefly discussed some of their focus points towards developing a framework for the FY 2016-2017 Budget process.
8. Discuss and consider a fixed revenue expense amount to be paid by the City of Glenn Heights to fund City Employees Health Care Costs in the Fiscal Year 2016-2017 Annual Budget.

Mayor Tate introduced this agenda matter as a concern about sustainability now that the City Council will have to increase the tax rate to cover the issuance of debt, once the bonds are sold. The Mayor noted that the City Council needs to know the true cost of what it takes to hire an employee, especially as the City Council approaches budgeting season.

City Manager Benavides clarified that some City employees contribute to their own insurance if the coverage is for dependents, spouse and / or children.

9. Discuss and consider action on Resolution R-26-16 of the City Council of the City of Glenn Heights, Texas, amending and restating the City's Job Classification Table to provide for non-exempt Seasonal Groundskeeper positions; providing a repealing clause; and providing for an effective date.

Organizational Development Administrator Harvey introduced this agenda matter. There was City Council deliberation about the pay being low versus employee retention and re-training. City Council further requested to see how many applicants the City can attract during this first wave of recruitment for what are essentially seasonal positions without benefits. It was noted that there is a range for the pay. Staff answered questions about the cost for this first season and the

mowing season in the next fiscal year. There was some comparison made with the anticipated expenditure versus paying an outside contractor to do the mowing and maintenance. Questions were raised about mowing and maintaining the Kingston Meadows Subdivision. The City Manager indicated that part of the discussion about Kingston Meadows would be covered under Agenda Item 10.

Motion by Mayor Pro Tem Bradley to table this item until after the City Council concluded its deliberation of Agenda Item 10. Councilman Adams made the second. The motion carried with the following vote:

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

Following deliberation and action on Agenda Item 10, the City Council considered action.

Motion by Councilman Adams to approve Resolution R-26-16 of the City Council of the City of Glenn Heights, Texas, amending and restating the City's Job Classification Table to provide for non-exempt Seasonal Groundskeeper positions; providing a repealing clause; and providing for an effective date. Councilman Garrett made the second. The motion carried with the following vote:

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

- 10.** Discuss and consider action for the mowing and maintenance of privately-owned (ROW) rights-of-way along public streets within the City of Glenn Heights, establishing a map of corridor locations.

Director of Public Works and Infrastructure Brewer detailed for the locations and amount of property that the Department is responsible for mowing. Mr. Brewer indicated that based on his research, the amount of property for which the City is responsible is considerably more than was communicated or documented in the legacy information available. Following discussion about the need to mow the rights-of-way from an aesthetic and safety (line-of-sight) perspective, that the Texas Department of Transportation needs to be contact to cut its rights-of-way on Interstate 35 East between Exits 410 and 412, that the City's image needs to be maintained, and wanting to ensure that the City communicates with clarity with the residents and property-owners by October 1, the City Council considered action.

Following deliberation, the City Council considered action.

Motion by Councilman Adams to rescind Resolution 27-10. The second was made by Councilwoman Ipaye. The motion carried with the following vote:

VOTE: 4 Ayes – Ipaye, Tate, Adams, and Garrett
2 Nays – Davis and Bradley

City Council requested that the staff communicate with the City's residents and property owners about the need to continue mowing and maintaining privately-owned property by October 1 or as staff determines would be feasible.

PRE-BUDGET WORKSHOP

12. Discuss Preliminary Revenue Projections for Fiscal Year 2016-2017 across various City revenue funds and sources in preparation for the City of Glenn Heights Fiscal Year 2016-2017 Budget.

City Manager Benavides introduced this agenda matter to the City Council. Following further detail by the City Manager, the Senior Planner Tennant made a formal presentation on preliminary revenue projections for the next fiscal year.

Motion by Mayor Pro Tem Bradley to extend the City Council Meeting to 10:30 p.m. Councilman Adams made the second. The motion carried with the following vote:

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

13. Discuss current Personnel, positions, salary structure, and benefits packages for City staff.

City Manager Benavides introduced this agenda matter to the City Council. Organizational Development Administrator Harvey made a formal presentation on the City's current personnel, positions, salary structure, and benefits packages.

STAFF REPORTS

14. Public Works and Infrastructure Report
- A. Trinity River Authority Wastewater System
 - B. Report related to Professional Engineering Services for relocating City-owned utilities within TxDOT's FM 664 / Ovilla Road Right-of-Way (ROW).

Director of Public Works and Infrastructure Brewer briefly answered questions about the written reports submitted.

15. Discuss the current agreement between the City of Glenn Heights and Waste Management of Texas, Inc. and provide direction to staff.

City Manager Benavides introduced this agenda matter to the City Council regarding a shortage of trash cans since the December 26, 2015 tornado that combined with heavy construction in the City has created a backlog.

Ms. Benavides noted that there are options for service in the City which include looking at a one day per week collection for garbage and recycling. The issue of some areas being missed from time to time can be resolved using better tracking

and follow-up between the City and Waste Management of Texas, Inc. She noted she wants to inform the City Council as she expects to bring an action item back for the City Council's consideration for contract modification.

The City Council asked that future negotiations include factors that will be a win for the City as well as the vendor. It was noted that City staff should consider beginning the procurement process as early as October in order to be ready for the current contract termination date. The City Council asked about the commercial fees that Republic Services is paying.

EXECUTIVE SESSION

16. Executive Session.

Mayor Tate announced that due to the absence of the City Attorney, the City Council would not convene into Executive Session.

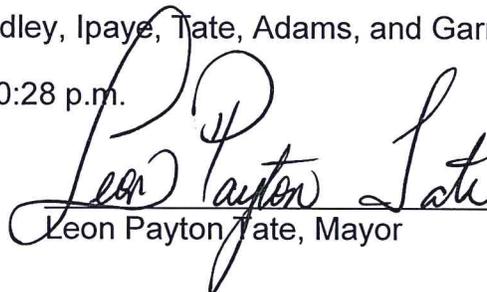
- A. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section 551.071(1)(B), Consultation with the City's Attorneys regarding a Settlement Offer in the matter of Liquor Depot Bear Creek, L.P. v. the City of Glenn Heights, Cause DC-16-03495 to allow the governmental 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)(B), Consultation with the City's Attorneys regarding a Settlement Offer 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.

ADJOURNMENT

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

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

Mayor Tate adjourned the meeting at 10:28 p.m.



Leon Payton Tate, Mayor

Attest:



Juanita Willman, City Secretary

Passed and approved the 19th day of July, 2016.