

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

**JANUARY 5, 2021**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 5<sup>th</sup> day of January 2021, the City Council of the City of Glenn Heights, Texas, met in a Regular Called City Council Meeting via telephone and video conference with the following members present:

**CITY COUNCIL:**

Harry A. Garrett*	*	Mayor
Sonja A. Brown	*	Mayor Pro Tem
Emma Ipaye	*	Council Member
Jeremy Woods, Sr.	*	Council Member
Alisha M. Brown	*	Council Member
Shaunte L. Allen	*	Council Member
Machanta Newson	*	Council Member

\*Mayor Harry A. Garrett joined the meeting at 7:18 P.M.

**STAFF:**

David Hall	*	City Manager
Michael Rogers	*	Deputy City Manager
Lucas Benson	*	Interim Chief of Police
Brandi Brown	*	City Secretary
Phillip Conner	*	Finance Director
Marlon Goff	*	Planning and Development Director
Byron Hardy	*	IT Administrator
Miamauni Hines	*	Planner
Keith Moore	*	Fire Chief
Jaynice Porter-Brathwaite	*	Human Resources Director

**CONSULTANT:**

Victoria Thomas	*	City Attorney's Office
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**CALL TO ORDER**

Mayor Pro Tem Sonja A. Brown called the City Council Meeting to order at 7:12 P.M., with a quorum of the City Council present.

**INVOCATION**

Mayor Pro Tem Sonja A. Brown delivered the Invocation.

## **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Sonja A. Brown led the assembly in the Pledge of Allegiance.

## **PUBLIC COMMENT**

There were no Public Comments.

## **PROCLAMATION**

Mayor Pro Tem Sonja A. Brown read the following Proclamation:

- Martin Luther King Jr. Day, January 18, 2021

## **CONSENT AGENDA**

1. Discuss and take action on the City Council Meeting Minutes of the November 30, 2020, Special Called City Council Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action on the City Council Meeting Minutes of the December 1, 2020, Regular Called City Council Meeting. (Brandi Brown, City Secretary)
3. Discuss and take action on an Amended Plat by Goodwin & Marshall on behalf of Starlight Homes for Stone Creek IIIA. The final plat of the 53.400-acre parcel was approved by the City Council of the City of Glenn Heights on October 1, 2019 and recorded with Ellis County on May 5, 2020. The purpose of this Amending Plat is to change the front building line on Lots 15-25, inclusive in Block 1 from 25' to 30', update the site data table, and revise the rear lot line between Lots 22 and 23 in Block 1. (Miamauni Hines, Planner)

Council Member Jeremy Woods, Sr. made a motion to approve Consent Agenda items 1-3. Mayor Pro Tem Sonja A. Brown made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

## **AGENDA**

1. Discuss and first reading of Ordinance O-16-20, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances of the City of Glenn Heights, Texas by adding a new Article 1.24 "Citizens Police Advisory Committee" to Chapter 1 "General Provisions" and; providing a savings clause, providing a repealing clause; and providing for an effective date.

Lucas Benson, Interim Chief of Police, completed a presentation regarding the organization, policies, purpose and goals, and duties of the Citizens Police Advisory Committee. He provided a brief history of community programming, discussed proposed training and an implementation schedule for the committee, and provided

recommended actions. Chief Benson, David Hall, City Manager, and Victoria Thomas, City Attorney, answered Council's questions related to training, duties of the committee, committee appointments, budgeting for this program, how citizen feedback will be used, and the frequency of committee reports being provided to Council.

2. Discuss and first reading of Ordinance O-17-20, an Ordinance of the City Council of the City of Glenn Heights, Texas, adopting the City of Glenn Heights Traffic Calming Policy for residential neighborhoods; and providing for an effective date.

Michael Rogers, Deputy City Manager, completed a presentation regarding what traffic calming is, why it is necessary, methods of traffic calming, the policy purpose, and the proposed application process. Lucas Benson, Interim Chief of Police, completed a presentation regarding traffic calming options and a timeline for implementation. Mr. Rogers, Chief Benson, and David Hall, City Manager, answered Council's questions related to where traffic calming measures would be installed, neighborhood speed limits, school zones, methods of receiving applications, and timelines for implementation.

3. Discuss and take action on Resolution R-01-21, a Resolution of the City Council of the City of Glenn Heights, Texas, nominating a candidate for the Ellis Appraisal District Board of Directors' vacancy for the year 2021.

Brandi Brown, City Secretary, introduced this item to Council. Ms. Brown, David Hall, City Manager, and Victoria Thomas, City Attorney, answered Council's questions related to the nomination process, eligibility, and final appointment by the Ellis Appraisal District Board of Directors.

Mayor Harry A. Garrett nominated Council Member Machanta Newson to be Glenn Heights' candidate for the Ellis Appraisal District Board of Directors. Council Member Machanta Newson accepted the nomination. Council Member Shaunte L. Allen made the second. The nomination was confirmed with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

Council Member Shaunte L. Allen made a motion to approve Resolution R-01-21, a Resolution of the City Council of the City of Glenn Heights, Texas, nominating Council Member Machanta Newson as Glenn Heights' candidate for the Ellis Appraisal District Board of Directors' vacancy for the year 2021. Council Member Emma Ipaye made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

4. Discuss and take action on Resolution R-02-21, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City Manager to institute and administer a temporary policy to make a limited paid personal leave available to qualifying

employees who suffer a documented adverse reaction to the COVID-19 vaccination, and providing for an effective date.

David Hall, City Manager, introduced this item and provided a brief overview. Jaynice Porter-Brathwaite, Human Resources Director, discussed eligibility and requirements. Mr. Hall answered Council's questions related Staff receiving the COVID-19 vaccination.

Council Member Shaunte L. Allen made a motion to approve Resolution R-02-21, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City Manager to institute and administer a temporary policy to make a limited paid personal leave available to qualifying employees who suffer a documented adverse reaction to the COVID-19 vaccination, and providing for an effective date. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

5. Discuss and take action on Resolution R-03-21, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing a financing agreement with Government Capital Corporation for the purpose of procuring a water meter project; and providing an effective date.

David Hall, City Manager, completed a presentation regarding proposed costs, a program cost analysis, total estimated program costs, the water meter program, and financing. Mr. Hall answered Council's questions related to warranties, how malfunctioning meters may affect billing, and data monitoring/accessibility.

Council Member Shaunte L. Allen made a motion to approve Resolution R-03-21, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing a financing agreement with a maturity maximum of 15 years and an interest rate of 2.447% fixed with Government Capital Corporation for the purpose of procuring a water meter project; and providing an effective date. Council Member Machanta Newson made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

6. Discuss and take action electing a Mayor Pro Tem.

Brandi Brown, City Secretary, introduced this item to Council. Victoria Thomas, City Attorney, discussed nomination and voting procedures.

Mayor Harry A. Garrett polled Council Members for their nomination. Mayor Garrett and Council Members Woods, A. Brown, Allen, and Newson nominated Mayor Pro Tem Brown. Council Member Ipaye stated she had no nomination but did not object to the current Mayor Pro Tem continuing to serve in that capacity.

Mayor Harry A. Garrett confirmed the consensus of Council in the nomination of Sonja A. Brown for Mayor Pro Tem. Council confirmed the nomination and re-elected Sonja A. Brown with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

7. November 2020 Financial Report.

Phillip Conner, Finance Director, completed a presentation regarding the City's revenues, expenditures, and fund balances through November 2020. He also answered Council's questions related to the fiscal/budget year start date.

**EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:

- A. pursuant to Government Code, Section 551.071, Consultation with Attorney; consult with City Attorney regarding legal issues related to administering the COVID vaccine to employees.

Council Member Shaunte L. Allen made a motion to convene into Executive Session. Mayor Pro Tem Sonja A. Brown made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

City Council convened into Executive Session at 9:37 P.M.

2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:

- B. pursuant to Government Code, Section 551.071, Consultation with Attorney; consult with City Attorney regarding legal issues related to administering the COVID vaccine to employees.

Council Member Shaunte L. Allen made a motion to reconvene into Open Session. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

City Council reconvened into Open Session at 10:03 P.M.

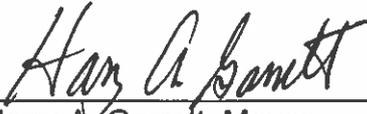
Mayor Harry A. Garrett announced no action had been taken during Executive Session.

**ADJOURNMENT**

Council Member Jeremy Woods, Sr. made a motion to adjourn. Council Member Machanta Newson made the second. The motion carried with the following vote:

**VOTE 7 Ayes** – Garrett, S. Brown, Ipaye, Woods, A. Brown, Allen, and Newson

Mayor Harry A. Garrett adjourned the meeting at 10:05 P.M.

  
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Harry A. Garrett, Mayor

Attest:

  
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Brandi Brown, City Secretary  
Passed and approved on the 19<sup>th</sup> day of January 2021