

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

NOVEMBER 16, 2015

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

On the 16th day of November, 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
Sidney Davis	*	Council Member
Tony Bradley	*	Mayor Pro Tem
Emma Ipaye	*	Council Member
Ron Adams	*	Council Member
Harry A. Garrett	*	Council Member

STAFF:

Aretha Ferrell-Benavides	*	City Manager
David Hall	*	Managing Director
Othel Murphree	*	City Secretary
David Jackson	*	Police Sergeant
Eddie Burns	*	Fire Chief
Lakeita Sutton	*	Director of Finance
Kacye Harvey	*	Administrator-Organizational Development
Lauren Gray	*	Community Engagement
Jeremy Tennant	*	Senior Planner
Lauren Wilson	*	Financial Analyst
Mari Corbitt	*	Assistant City Secretary
Folakemi Osoba	*	Executive Assistant City Manager

ABSENT: Glenn George * Council Member

CONSULTANTS:

Whitt L Wyatt	*	City Attorney's Office
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Mayor Tate called the meeting to order at 6:04 p.m.

INVOCATION: Ms. Alfreda McCoy of Harvest of Praise Ministry gave the invocation.

PUBLIC COMMENT: None

PROCLAMATIONS: Thanksgiving
City of Glenn Heights Shop Small Business Saturday

NEW MEMBER CEREMONY: Ceremonial Oath of Office of Newly Elected Council Members

The Oath of Office for Council Member Place 1, Sidney M. Davis was administered by his son Jalen Davis.

The Oath of Office for Council Member Place 3, Emma Ipaye was administered by her husband Sheyi I. Ipaye.

The Oath of Office for Council Member Place 5, Harry A. Garrett was administered by his daughter and son.

Mayor Tate congratulated each newly elected Council Member and presented each with lapel pins.

Mayor Tate recessed the meeting at 6:22 p.m. and called the meeting back to order at 6:31 p.m.

CONSENT AGENDA: Items listed under the consent agenda, are considered routine and are generally enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consider and approve the City Council Minutes of October 20, 2015 and October 26, 2015.

Mayor Pro Tem Bradley moved to approve the City Council Minutes of October 20, 2015 and October 26, 2015. Mayor Tate made the second. The motion carried with the following vote:

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

2. Approve the City Council Minutes of November 11, 2015 of the Official Canvass of the results of the November 3, 2015 General Election and Special Election.

Councilmember Garrett moved to approve the City Council Minutes of November 11, 2015 of the Official Canvass of the results of the November 3, 2015 General Election and Special Election. Councilmember Adams made the second. The motion carried with the following vote:

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

AGENDA

3. Consider taking action to nominate a Mayor Pro Tem.

Mayor Tate gave a brief introduction to this item and opened the floor for nominations.

Councilmember Adams nominated Councilmember Tony Bradley.

Mayor Tate requested any further nominations, there being none the nominations were closed.

Councilmember Bradley made a brief statement.

Councilmember Ipaye made the second. The nomination carried with the following vote:

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

4. Discuss and consider taking action on a Resolution requesting a different Zip Code to identify addresses within the corporate boundary limits for the City of Glenn Heights, Texas.

City Manager, Aretha Ferrell-Benavides briefed the council on the issues regarding not having a unique zip code for the City.

Mayor and Council held a discussion on the issues of sharing a Zip Code with a neighboring city.

Mayor Pro Tem Bradley moved to approve Resolution R-29-15, requesting a single unique Zip Code through the United States Postal Service (USPS) for the City of Glenn Heights, Texas. Councilmember Adams made the second. The motion carried with the following vote:

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

5. Discuss the City of Glenn Heights October 2015 Monthly Financial Reports.

Director of Finance, Lakeita Sutton introduced the Financial Analyst, Lauren Wilson.

Lakeita Sutton briefed the Council on the following:

October 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
- October 2015 Cash and Investment Report
- October 2015 Overtime Report
- October 2015 Check Register

6. Discuss and consider taking action on authorizing the purchase of a new city ambulance.

Fire Chief Burns, briefed the Mayor and Council that on June 16, 2015, the City Council approved \$164,929 of the unassigned fund balance for the purchase of a new ambulance. After going out for bid and after careful consideration of the bids, the amount set aside fell short by \$2,696, for a basic vehicle at a cost of \$167,625. Staff identified internal funding from the Repair and Maintenance for Vehicles to fund the shortfall and has requested approval to appropriate the amount.

Councilmember Adams moved to approve authorizing \$167,625 for the purchase of the city ambulance. Mayor Tate made the second. The motion carried with the following vote:

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

Mayor Tate called for a break at 7:22 p.m. and called the meeting back to order at 7:32 p.m.

7. Discuss and consider taking action on the City of Glenn Heights General Obligation Bonds approved at the November 3, 2015 Special Election and development of the next steps with Jason Hughes, Bond Advisor, and First Southwest.

City Manager Aretha Ferrell-Benavides, introduced this item and Jason Hughes with First Southwest.

Mr. Hughes discussed the following:

- Planning Phase
- January 19, 2016 Sale Date
- March 1, 2015 Estimated Timeframe for funds to be transferred to the bank
- Reimbursement Resolution

8. Presentation and status report for Bear Creek Road minor overlay project with Dallas County.

Managing Director of Infrastructure and Development David Hall presented this report to Mayor and Council. Mr. Hall explained that the delay in the start of the project is due to a City of Ovilla project that has been scheduled to be completed prior to the City of Glenn Heights project. Delays have also been caused due to rain, the road work requires two (2) days to dry out.

9. Workshop: City of Glenn Heights City Hall Construction plan and potential financing options.

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

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

Mayor Tate opened the workshop at 7:59 p.m.

The following was discussed in the workshop:

- a. Potential Funding Sources
- b. Project Delivery Methodology
 - Comparison of Delivery Methods
 - Design-Bid Build
 - Construction Manager/General Contractor
 - Design-Build
- c. Project Timeline
 - Request for Qualification
 - Selection
 - Negotiations
 - City Council Approval
 - Preliminary Design
 - Construction Documents Complete
 - Construction Document Acceptance and Permit Issuance
 - Construction start time
 - Completed City Hall
- d. Project location

Mayor Tate moved to close the workshop. Councilmember Adams made the second. The motion carried with the following vote:

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

Mayor Tate closed the workshop at 8:41 p.m.

10. Discuss and consider taking action regarding City of Glenn Heights City Hall construction plan and financing options.

A discussion was held regarding cost control, type of building, land donation and allocation of funds.

Councilmember Adams moved to approve the allocation of \$705,000, from the 2015 Bond Fund to the City's Capital Projects account to be used for any and all costs incidental and related to the New City Hall Construction Project. Councilmember Garrett made the second. The motion carried with the following vote:

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

EXECUTIVE SESSION and RESULTING ACTION:

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

- a. Section 551.074, to deliberate the employment, evaluation, reassignment, duties, discipline and/or dismissal of the City Secretary.
- b. Section 551.072 to deliberate the purchase, exchange, lease, or value of real property.

Councilmember Adams moved to convene into an Executive Session pursuant to Section 551.074 to deliberate the employment, evaluation, reassignment, duties, discipline and/or dismissal of the City Secretary and Section 551.072 to deliberate the purchase, exchange, lease, or value of real property. Mayor Tate made the second. The motion carried with the following vote:

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

The Council convened into Executive Session at 8:57 p.m.

Councilmember Adams moved to come out of Executive Session. Mayor Tate made the second. The motion carried with the following vote:

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

Mayor Tate called the meeting back to order at 9:38 p.m.

Mayor Tate stated there is no action taken as a result of the Executive Session for Section 551.074, to deliberate the employment, evaluation, reassignment, duties, discipline and/or dismissal of the City Secretary.

Mayor Tate moved to extend the City Council Meeting to 10:30 p.m. Councilmember Adams made the second. The motion carried with the following vote:

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

Mayor Tate moved to convene back into Executive Session pursuant to Section 551.072 to deliberate the purchase, exchange, lease, or value of real property. Mayor Pro Tem Bradley made the second. The motion carried with the following vote:

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

The Council convened into Executive Session at 9:39 p.m.

Councilmember Adams moved to come out of Executive Session. Mayor Tate made the second. The motion carried with the following vote:

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

Mayor Tate called the meeting back to order at 10:00 p.m.

Mayor Pro Tem Bradley moved that staff bring more information with regard to price, infrastructure and other attributes. Councilmember Ipaye made the second. The motion carried with the following vote:

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

ADJOURNMENT

Mayor Tate moved to adjourn. Councilmember Adams made the second. The motion carried with the following vote:

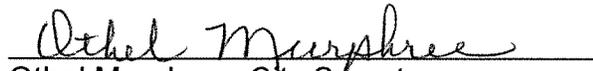
VOTE: **6** **Ayes** – Davis, Bradley, Ipaye, Tate, Adams, and Garrett

Mayor Tate adjourned the meeting at 10:01 p.m.



Leon Payton Tate, Mayor

Attest:



Othel Murphree, City Secretary

Passed and approved the 1st day of December, 2015.