

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

JUNE 21, 2016

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

On the 21st day of June, 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
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
Robert Floyd	*	Emergency Management Specialist
Robert Slovak	*	IT Coordinator

CONSULTANT:

Samantha Gowans	*	Office of the City Attorney
Jason Hughes	*	Managing Director, Hilltop Securities, Financial Advisor
Paula Lowe	*	CPA, Patillo, Brown, & Hill, LLP

Mayor Tate called the meeting to order at 7:11 p.m.

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

INVOCATION: Minister Henry Clay Williams, North Glenn Heights Church of Christ, gave the invocation.

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

PRESENTATIONS AND PROCLAMATIONS:

- Presentation of Mayor’s Certificate of Appreciation to City of Glenn Heights Best Southwest Scholarship Winner and applicants. Mayor Tate presented a Certificate of Appreciation to Mr. Terrence Iwuala, the Winner of the City of Glenn Heights Best Southwest Scholarship.
- July 4, Independence Day Proclamation.

CONSENT AGENDA

Mayor Pro Tem Bradley moved 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 7, 2016 Regular City Council Meeting.
2. Consider action on Resolution R-21-16, a Resolution of the City Council of the City of Glenn Heights, Texas, Authorizing the City Manager or her Designee to Execute an Interlocal Purchasing Agreement, and all Documents Related Thereto, with the City of Frisco for Shared Purchasing Power; and Providing for an Effective Date.
3. Consider action on Resolution R-22-16, a Resolution of the City Council of the City of Glenn Heights, Texas, Authorizing the City Manager, or her Designee, to Execute the Memorandum of Understanding/Interlocal Agreement (“MOU/ILA”) with Dallas County, Texas, for Sharing Criminal Justice Information (“CJI”) Through the Dallas County Techshare Prosecutor (“Tsp”); and Providing for an Effective Date.
4. Consider action approving Ordinance O-08-16, an Ordinance of the City Council of the City of Glenn Heights, amending the Fiscal Year 2015-2016 Budget. (Second Reading)

AGENDA

Mayor Tate asked if the City Council had no reservations, the City Council will consider Agenda Item 9 first. The City Council imposed no reservations.

9. Discuss and consider the City of Glenn Heights May 2016 Financial Report. Finance Director Sutton made a formal presentation of the May 2016 Monthly Financial Reports and conditions which with the September 30, 2014-2015

completed Audit and delivery of the Comprehensive Annual Financial Report (CAFR), confirmed account balances. Ms. Sutton highlighted those confirmed account balances in her formal presentation to the City Council.

6. Presentation of the City of Glenn Heights Fiscal Year Ending September 30, 2014 – 2015 Comprehensive Annual Financial Report (CAFR) and Audit.

Paula Lowe, CPA, Patillo, Brown & Hill, L.L.P., Certified Public Accountants addressed the City Council. Ms. Lowe made a verbal presentation on the City's Audit and Comprehensive Annual Financial Report (CAFR). Ms. Lowe reported that the City of Glenn Heights received an unmodified opinion; a clean opinion. She reviewed the City's financial highlights and provided recommendations for the outcome of the 2015 Audit. Ms. Lowe also detailed the Schedule of Findings for the Year ended September 30, 2015. Most of the findings were related to separation of duties and the City's limited staff. Ms. Lowe indicated the findings were small in nature. She acknowledged that the City's current staff had identified the findings but had not taken resolving the findings to the next step.

Mayor Pro Tem Bradley indicated the City Council should track the findings to completion with the City Manager's course of action for each of the recommendations. Mayor Tate indicated this agenda matter is to be brought forward on the July 19 City Council Meeting.

7. Palladium Glenn Heights Initiative.

- A. Conduct a Public Hearing on Resolution R-17-16 a Resolution of the City Council of the City of Glenn Heights, Texas, Providing for a Declaration of Non-Objection to the Proposed Market Rate and Affordable Housing in Glenn Heights; and providing for an effective date, for a housing development known as Palladium Glenn Heights Initiative with a 4 percent Tax Credit located on 15 +/- acres of real property owned by the City and situated approximately 3,500 feet north of Ovilla Road, along the east side of Hampton Road between Craddock Drive and Wilshire Drive in the City of Glenn Heights, Ellis County, Texas.

Motion by Mayor Pro Tem Bradley to open the Public Hearing at 7:48 p.m. Councilman Davis made the second. The motion carried with on the following vote:

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

Mayor Tate opened the Public Hearing at 7:48 p.m. There was no one to address the City Council during the Public Hearing.

Motion by Mayor Pro Tem Bradley to close the Public Hearing at 7:49 p.m. Councilman Adams made the second. The motion carried with on the following vote:

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

Mayor Tate closed the Public Hearing at 7:49 p.m.

- B. Discuss and consider action of Resolution R-17-16 a Resolution of the City Council of the City of Glenn Heights, Texas, Providing for a Declaration of Non-Objection to the Proposed Market Rate and Affordable Housing in Glenn Heights; and providing for an effective date, for a housing development known as Palladium Glenn Heights Initiative with 4 percent Tax Credit located on 15 +/- acres of reap property owned by the City and situated approximately 3,500 feet north of Ovilla Road, along the east side of Hampton Road between Craddock Drive and Wilshire Drive in the City of Glenn Heights, Ellis County, Texas.

Mr. Scott Johnson, Vice President, Palladium Glenn Heights Initiative, 2813 Meadowbrook Drive, Plano, addressed the City Council. Mr. Johnson stated Palladium is again pursuing an application for development for 270 units over 15 acres with 9 apartment buildings with vastly improved amenities list. He noted that with the improved unit count that Palladium will have an enlarged pool courtyard area and playground. There will also be a sport court. He noted there will be covered pergola seating areas with landscaping and barbecue areas. He referenced a recent article in the *Dallas Morning News* which highlighted a need for affordable apartment homes. He noted that the Development will still have to go before the Planning and Zoning Commission and then the City Council. This is only the beginning of the process. He continued with his presentation which he indicated the plan is still very fluid. He detailed the proposed plan and proposed design working with topographical elements of the site.

Ms. Benavides noted this program does away with very low rentals. Affordable rates start about \$800. The market rates start about \$1,000. The calculations are based on a regional basis. The resolution is non-binding. The City Council asked about Section 8. Ms. Benavides noted that anyone with Section 8 vouchers would have to qualify for the program. It was noted there is an income component to Section 8. Ms. Benavides noted this program does not include very low income rents.

Motion by Mayor Pro Tem Bradley to approve Resolution R-17-16, a Resolution of the City Council of the City of Glenn Heights, Texas, Providing for a Declaration of Non-Objection to the Proposed Market Rate and Affordable Housing in Glenn Heights; and providing for an effective date, for a housing development known as Palladium Glenn Heights Initiative with 4 percent Tax Credit located on 15 +/- acres of reap property owned by the City and situated approximately 3,500 feet north of Ovilla Road, along the east side of Hampton Road between Craddock Drive and Wilshire Drive in the City of Glenn Heights, Ellis County, Texas.

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

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

8. Discuss and consider action related to City bond issuance, financing and expenditures of funds.
 - A. City bond debt servicing presentation by Jason Hughes, Hilltop Securities.
 - B. Discuss and consider action on Resolution R-24-16, approving an initial bond sale amount.

Following a presentation by Jason Hughes, Managing Director, Hilltop Securities, and financial advisor to the City, the City Council deliberated and provided direction to staff.

The City Council considered its options. The City Council reached a consensus of issuing the full \$15 million in debt. The City Council asked to see the principal deferred to mitigate the impact of a tax increase from the issuance date of the bonds. The City Council then asked to see a blend of two scenarios with some deferral of the principal.

Mr. Hughes, during his presentation noted that current debt which will be paid during the initial five years may counterbalance this new debt. Mr. Hughes was directed to bring a Resolution to the City Council at its July 5 meeting.

5. DART Board of Directors Appointment.
 - A. Discuss and consider action on Resolution R-23-16, a Resolution of the City Council of the City Of Glenn Heights, Texas, Affirming the Appointment of a Shared Board Member with the Cities of Garland and Rowlett to Serve on the Dallas Area Rapid Transit (“Dart”) Board as Provided in Section 452 of The Texas Transportation Code; and Providing for an Effective Date.
 - B. Acknowledge DART Resolution appointing Mr. Mark C. Enoch as Representative to the Dallas Area Rapid Transit (DART) Board of Directors pursuant to Section 452.578 of the Texas Transportation Code to serve for a full two year term expiring on June 30, 2018.

City Manager Benavides introduced this agenda matter. She shared the staff’s concerns that the City of Glenn Heights has not had an opportunity to weigh in on this very dated request. Ms. Benavides asked for the City Council’s direction as to how to proceed.

The City Council deliberated. Its focus points included the following; that Mr. Mark C. Enoch as the City’s representative should come before the Glenn Heights City Council; that the shared representative should be rotated amongst the three cities

which share a proportional appointment; the desire to put a face with a name; the correct contact points at the City; the dates that the cross communications were received; and our own process for following-up prior to the next appointment cycle in two years as early as December so the City of Glenn Heights can exercise its options of selecting another appointee to put forth.

The City Council asked the City Manager to prepare a letter for the Mayor's signature informing the DART Board that the City of Glenn Heights City Council has taken no action and that the City Council would like to see Mr. Enoch at a City Council Meeting.

10. Discuss and consider action on Resolution R-25-16 to Repeal Resolution R-27-10 related to the mowing and maintenance of privately-owned (ROW) rights-of-way along public streets within the City of Glenn Heights. City Manager Benavides reported on this agenda matter.

The City Council considered its options and determined more information is required before any policy changes are made. Ms. Benavides noted that it had been a suggestion of City Attorney Whitt Wyatt to consider establishing a program replete with a map reflecting which areas the City will be responsible for mowing and maintaining.

The City Council deliberation included the following focus points; Ms. Benavides reported that following difficulties with keeping a vendor in the last fiscal year, a decision was made to bring the service in-house with allocated funding in the Drainage Fund to cut specific areas. City staff is asking to repeal a resolution so that the City as an organization is no longer responsible for cutting City right-of-ways; what height the City Council wants specific corridors to be cut with 10 inch growth; that the City Public Works Department has a lot of employees cutting grass while being taken away from their current duties; that standards need to be set so that all areas of the City maintained and mowed are consistent in presentation; about a need to communicate clearly with our residents so that there is a clear understanding of which areas are to be mowed and maintained by the City versus those for which private property owners are responsible; a question related to the bids received and a request to see the second set of Request for Proposals that were issued; and a desire to see to it that the Department of Public Works and Infrastructure has the staffing it needs to accomplish the work to be done in this fiscal year; and whether the City can use persons who may qualify for time-served. Motion by Mayor Pro Tem Bradley to bring this agenda item back with additional information. Councilman Adams made the second. The motion carried on the following vote:

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

11. Discuss Updates to the City of Glenn Heights Grass Ordinance. There was no individual discussion on this agenda matter.

12. Discuss and consider a Special City Council Meeting in July. City Manager Benavides indicated she would like to have an extra meeting in July to identify and set work objectives arising from the City Council's Strategic Planning Retreat to align with mission goals and work objectives for the coming fiscal year. Mayor Tate indicated that Mayor Rob Franke of the City of Cedar Hill offered to work with the City Council to extend the outcomes from the Strategic Planning Retreat conducted in February 2016.

The City Council noted a need for information arising from the Strategic Planning Retreat, including a list of committees for which City Council Members volunteered. City Manager Benavides indicated she would ensure the City Council receives the information.

Motion by Councilman Adams to call a Special Meeting on July 26, 2016 at 7:00 p.m. at City Hall. Councilwoman Ipaye made the second. The motion carried on the following vote:

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

PRE-BUDGET DEVELOPMENT

13. Discuss and consider the formulation of a Capital Improvement Program (CIP) Budget using non-restricted Reserve Funds. (Request of Mayor Tate). Mayor Tate informed the City Council that he would like for the City to develop a Capital Improvement Program Budget as part of the City's overall budget process this year. He indicated that planning for future capital expenditures will help in planning for and funding expenditures in advance of need instead of after the fact.
14. Presentation of the City of Glenn Heights New Proposed Revenue Guide. City Manager Benavides explained that this project need was identified during the City staff's work on the budgetary process. University of Texas at Dallas Graduate Intern Natalie Rodriguez completed the project within one month of coming to the City of Glenn Heights. Ms. Rodriguez highlighted the needs the new Revenue Guide fulfills during a formal presentation of the process for development. It was noted that when the Revenue Guide is published, a copy will be presented to the City Council. The Revenue Guide will provide a check point for future budgeting processes as well as providing information to prospective developers and Glenn Heights residents. The Revenue Guide will serve to aid and guide City staff in their work, as well.

STAFF REPORTS

15. FEMA Update on Clean-up Efforts, including the demolition of remaining structures and removal of remaining building materials. Chief Burns reported that City staff continues to do their parts in reporting to FEMA information required to meet FEMA needs. There was some question about burning materials left from the tornado in time to meet the 75 percent reimbursement standard with FEMA. Chief Burns

acknowledged that the staff will continue to work with FEMA at a lower percentage of possible reimbursement.

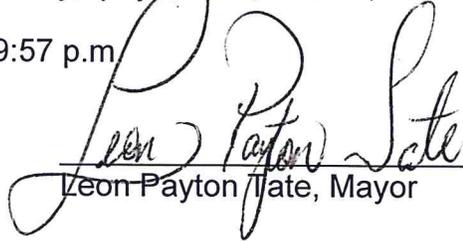
ADJOURNMENT

Councilman Davis moved to adjourn. Councilman 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 9:57 p.m.



Leon Payton Tate, Mayor

Attest:



Juanita Willman, City Secretary

Passed and approved the 5th day of July, 2016.