

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

SEPTEMBER 13, 2016

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

On the 13th day of September, 2016, the City Council of the City of Glenn Heights met in a special 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
Emma Ipaye	*	Council Member
Ron Adams	*	Council Member
Harry Garrett	*	Council Member
Glenn George	*	Council Member

ABSENT:

Sidney Davis	*	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
Phillip Prasifka	*	Police Chief
Jeremy Tennant	*	Senior Planner
Robert Floyd	*	Interim Financial Analyst

CONSULTANT:

Whitt Wyatt	*	City Attorney's Office
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Mayor Tate called the meeting to order at 7:02 p.m.

INVOCATION: Pastor Johnny Ford, Fresh Start Community Church, delivered the invocation.

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

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

PROCLAMATIONS:

- Declaring September National Preparedness Month
- Declaring National Night Out on Tuesday, October 4, 2016

CONSENT AGENDA

1. Ratify and approve the City of Glenn Heights Investment Policy document containing recommended changes communicated to the City Council on September 6, 2016 in Resolution R-33-16.

Motion by Councilman Adams to approve and ratify the City of Glenn Heights Investment Policy containing the recommended changes communicated to the City Council on September 6, 2016 in Resolution R-33-16. Councilman Garrett made the second. The motion carried with the following vote:

Vote: 6 Ayes – Bradley, Ipaye, Tate, Adams, Garrett, and George

2. Acknowledge update of Swag-It (Software and equipment to video stream City Council Meetings) status.

Motion by Mayor Pro Tem Bradley to acknowledge the update of Swag-It status. Councilman Garrett made the second. The motion carried with the following vote:

Vote: 6 Ayes – Bradley, Ipaye, Tate, Adams, Garrett, and George

3. Acknowledge update of Accident Report of all City Vehicles damaged from 2014 through current date in 2016.

Motion by Mayor Pro Tem Bradley to acknowledge the update of the Accident Report of all City vehicles damaged from 2014 through current date in 2016. Councilman Adams made the second. The motion carried with the following vote:

Vote: 6 Ayes – Bradley, Ipaye, Tate, Adams, Garrett, and George

AGENDA

4. Discuss and consider Ordinance O-18-16, an Ordinance of the City Council of the City of Glenn Heights, Texas, Adopting the Budget for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017; Providing That Expenditures for Said Fiscal Year Shall Be Made in Accordance with Said Budget; Appropriating And Setting Aside The Necessary Funds Out Of The General Fund and Other Revenues for said Fiscal Year for the Maintenance and Operation of the Various Departments and for Various Activities and Improvements of the City; Providing a Repealing Clause; Providing a

Severability Clause; and Providing an Effective Date. (Second Reading) (Record Vote)

Motion by Mayor Pro Tem Bradley to pass and adopt Ordinance O-18-16, an Ordinance of the City Council of the City of Glenn Heights, Texas, Adopting the Budget for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017; Providing That Expenditures for Said Fiscal Year Shall Be Made in Accordance with Said Budget; Appropriating And Setting Aside The Necessary Funds Out Of The General Fund and Other Revenues for said Fiscal Year for the Maintenance and Operation of the Various Departments and for Various Activities and Improvements of the City; Providing a Repealing Clause; Providing a Severability Clause; and Providing an Effective Date and to reflect the vote in a record vote. Councilman Adams made the second. The motion carried with the following record vote:

Council Place 1, Sidney Davis	Absent
Council Place 2, Mayor Pro Tem Tony Bradley	Aye
Council Place 3, Emma Ipaye	Aye
Mayor Leon Payton Tate	Aye
Council Place 4, Ron Adams	Aye
Council Place 5, Harry Garrett	Aye
Council Place 6, Glenn George	Aye

5. Discuss and consider ratifying the property tax increase reflected in the Budget for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017.

Motion by Mayor Pro Tem Bradley to ratify the 2016 Tax Rate increase reflected in the Budget for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017. This Budget will raise more revenue from total property taxes than last year's budget by an amount of \$272,785 or 8.93 percent increase from last year's budget, and of that amount, \$151,559 is tax revenue to be raised from new property added to the tax roll this year. Councilman Garrett made the second. The motion carried with the following record vote:

Council Place 1, Sidney Davis	Absent
Council Place 2, Mayor Pro Tem Tony Bradley	Aye
Council Place 3, Emma Ipaye	Aye
Mayor Leon Payton Tate	Aye
Council Place 4, Ron Adams	Aye
Council Place 5, Harry Garrett	Aye
Council Place 6, Glenn George	Aye

6. Discuss and consider Ordinance O-17-16, an Ordinance of the City Council of the City of Glenn Heights, Texas, Levying Ad Valorem Taxes for the Year 2016 (Fiscal Year 2016 - 2017) at a Rate of \$0.935530 Per One Hundred Dollars (\$100) Assessed Valuation on All Taxable Property Within the Corporate Limits of the City of Glenn Heights as of January 1, 2016, to Provide Revenue for the

Payment of Current Expenses; Providing for an Interest and Sinking Fund for all Outstanding Debt of the City of Glenn Heights; Providing for Due and Delinquent Dates Together with Penalties and Interest; Providing a Severability Clause; Providing a Repealing Clause; and Providing an Effective Date. (Second Reading)

Motion by Mayor Pro Tem Bradley that the property tax rate be increased by the adoption of a tax rate of 0.935530, which is effectively a 24.71 percent increase in the tax rate which is reflected in Ordinance O-17-16, an Ordinance of the City Council of the City of Glenn Heights, Texas, levying Ad Valorem Taxes for the Year 2016 (Fiscal Year 2016-2017) at a Rate of \$0.935530 Per One Hundred Dollars (\$100) Assessed Valuation on all Taxable Property Within the Corporate Limits of the City of Glenn Heights as of January 1, 2016, to Provide Revenue for the Payment of Current Expenses; Providing for an Interest and Sinking Fund for all Outstanding Debt of the City of Glenn Heights; Providing for Due and Delinquent Dates Together with Penalties and Interest; Providing a Severability Clause; Providing a Repealing Clause; and Providing an Effective Date. Councilman Adams made the second. The motion carried with the following record vote:

Council Place 1, Sidney Davis	Absent
Council Place 2, Mayor Pro Tem Tony Bradley	Aye
Council Place 3, Emma Ipaye	Aye
Mayor Leon Payton Tate	Aye
Council Place 4, Ron Adams	Aye
Council Place 5, Harry Garrett	Aye
Council Place 6, Glenn George	Aye

7. Presentation of City of Glenn Heights Vehicle Policy.
 - A. Current fleet, inventory, replacement and use.
 - B. Request procedures for replacement of City vehicles.

Following the City Council presentations by staff, during which City Manager Benavides noted factors for the replacement as including timing of purchases, the need to set aside funding for replacement of vehicles as they approach their useful life, the need to auction off vehicles, reuse of some vehicles, energy efficient vehicles. Council suggested that when replacement of equipment comes up that the City may consider less used equipment versus new for cost savings. Other suggestions made were to improve the process of moving vehicles out, improvements to the Policy document, how maintenance is done, tracked, and the need for a contract for maintenance. Ms. Benavides indicated staff will bring back an updated Vehicle Policy in late fall. She requested that City Council Members email any changes to her for inclusion in the document in addition to the proactive ideas identified at this evening's meeting such as addressing the use of wireless devices and tobacco use. City staff answered questions related to occasional personal use and the need for defensive driving or safe driving training.

8. Discuss and consider establishing an ordinance to clarify times for waste to be set-out and collected. (Requested by Mayor Tate)

Mayor Tate introduced this agenda item as allowing the City Council to discuss the definition of times for waste to be set-out and times for collection to support the change in waste collection to one day recently specified to affect service improvement. The Council discussed different days and times. There was also a request to see the effect of the new one day service and that if the ordinance is changed to look at the level of fines on a per occurrence basis. Following the deliberation, the City Council considered action.

Motion by Councilman Garrett to approve the changed time for set out time for solid waste from 7 p.m. Tuesday and collection carts from the curb back to the house through 8 a.m. Thursday. Mayor Tate made the second. The motion failed with the following vote:

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

The Council deliberated the providing further information to the residents, a concern that waste will be sitting out for too long a period of time.

Motion by Councilman Adams to approve the times for setting out as Tuesday 7 p.m. to Wednesday 10 p.m. Councilman Garrett made the second. The motion carried with the following vote:

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

City Attorney Whitt Wyatt noted there will be two readings required of an updated ordinance and publication of the adopted ordinance caption.

9. Discuss and consider recommended changes to the City of Glenn Heights Fee Schedule for future ordinance amendment. (Requested by Mayor Tate)

Mayor Tate introduced this agenda matter to allow City Council discussion and any recommended future changes needed for fees to ensure the City's fees are in line to capture the revenues required to deliver the services the City provides.

Staff confirmed the last holistic review of the Fee Schedule was in 2011 with two amendments in 2016. Mayor Tate asked that the City Council look at the schedule along with the staff to bring back changes that are needed at the next City Council Meeting. The consensus of the City Council is to bring this agenda item back as a workshop at the City Council's second meeting in October. The City Council requested that the staff bring back recommendations in terms of needed changes due to changes in labor and material costs, and to include any possible reductions due to being obsolete as well as any fees that the City is not

current charging which can be authorized. The City Manager asked that the staff meet with the City Council in a work shop session to fully discuss the fee recommendations brought back.

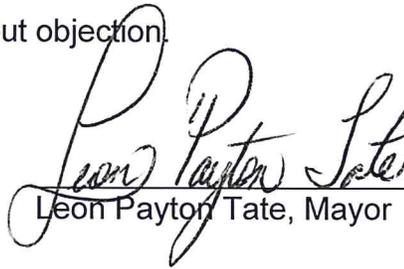
The City Council asked the City Attorney to review the City's ordinances related to authority of the City to assess rights-of-way charges for fees for work done by City franchisees within the City of Glenn Heights.

ADJOURNMENT

Councilman Adams moved to adjourn at 8:35 p.m. The motion carried with the following vote:

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

Mayor Tate adjourned the meeting without objection.



Leon Payton Tate, Mayor

Attest:



Juanita Willman, City Secretary

Passed and approved the 20th, day of **September, 2016.**