



NOTICE AND AGENDA
CITY COUNCIL
TUESDAY, OCTOBER 7, 2025, 7:00 P.M.
REGULAR CITY COUNCIL MEETING

Notice is hereby given that the City Council of the City of Glenn Heights, Texas will hold a Meeting on Tuesday, October 7, 2025, in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, as prescribed by Vernon's Texas Civil Statutes, Government Code Section §551.041, to consider and possibly take action on the following agenda items. Items do not have to be taken in the same order as shown in this meeting Notice and Agenda.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

This Notice and Meeting Agenda, and the Agenda Packet, are posted online at <https://www.glennheightstx.gov/129/Agendas-Minutes>.

This City Council Meeting will be live-streamed at <https://www.glennheightstx.gov/229/City-Council-Meeting-Videos>.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

The public is invited to address City Council on any topic. Speakers should complete a Public Comment form and submit it to the City Secretary prior to the beginning of the meeting. The Texas Open Meetings Act prohibits City Council from discussing or taking action on issues not posted on the agenda; however, the Mayor, City Manager or designee may provide specific factual information, recite an existing policy, or schedule a discussion of the issue for possible placement on a future agenda. Speakers are limited to a maximum of three (3) minutes.

PROCLAMATIONS

- Fire Prevention Week, October 5-11, 2025
- Breast Cancer Awareness Month, October 2025
- National Domestic Violence Awareness Month, October 2025
- National Walk to End Alzheimer's Month, October 2025

EVENTS

- Town Hall Meeting, Saturday, October 18, 2025, 11:00 A.M. – 1:00 P.M., Freedom Church, 1800 South Hampton Road, Glenn Heights, Texas
- Mayor's Town Hall Meeting, "Let's Taco Bout It", October 28, 2025, 6:30 P.M., Glenn Heights Community Center, 1938-D South Hampton Road, Glenn Heights, Texas
- Fall Festival, Friday, October 31, 2025, 6:00 P.M. – 9:00 P.M., Glenn Heights Heritage Park, 400 E Bear Creek Park, Glenn Heights, Texas
- Mayor's Health Symposium, Saturday, November 1, 2025, 8:30 A.M. – 2:30 P.M., Glenn Heights City Center, 1938 South Hampton Road, Glenn Heights, Texas

CONSENT AGENDA

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, a Council Member, or the City Manager, and acted upon separately.

1. Discussion and take action to approve the Meeting Minutes of the August 5, 2025, City Council Meeting. (Brandi Brown, City Secretary)
2. Discussion and take action to approve the Meeting Minutes of the August 12, 2025, Special Called City Council Meeting. (Brandi Brown, City Secretary)
3. Discussion and take action to approve the Meeting Minutes of the August 19, 2025, City Council Meeting. (Brandi Brown, City Secretary)
4. Discussion and take action to approve Ordinance O-17-25, amending Section 3.12 of Chapter 3 ("Building Regulation") of the Code of Ordinances to adopt amendments to the Flood Damage Prevention Regulations for the design and construction of drainage facilities. (Second Reading) (Parviz Pourazizian, Director of Planning & Development Services)
5. Discussion and take action to approve Resolution R-34-25, finding that Oncor Electric Delivery Company LLC'S application to change rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the company and legal counsel. (Clifford Blackwell, City Manager)
6. Discussion and take action to approve Resolution R-36-25, authorizing the City Manager to enter into the Opioid Settlements with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun and Zydus and authorizing the submission of the Subdivision Participation and Release Form(s) regarding the settlement and full release of all claims; and providing an effective date. (David Berman, City Attorney)
7. Discussion and take action to approve Resolution R-38-25, authorizing the City Manager to sign an Agreement for Professional Services with Willdan Financial Services for furnishing ongoing Professional Services in connection with Economic Development Strategy Consulting Services as set forth in the Agreement for Professional Services. (Clifford Blackwell, City Manager)

8. Discussion and take action to approve Resolution R-33-25, approving an Interlocal Agreement for Coordinated Health Services with Dallas County; and authorizing the City Manager to execute the same. (Parviz Pourazizian, Director of Planning & Development Services)

AGENDA

1. Public Hearing, discussion and first reading of Ordinance O-19-25, amending Appendix A, The City's Master Fee Schedule, of the Code of Ordinances, to adopt or revise fees for Planning Department Services (Section A2.001), Building Inspection Department General Fees (Section A3.001), Building Permit Fees (Section A3.002), Rental Registration and Inspection Fees (Section A3.003), Food Service Fees (Sections A4.001 And A4.002), adding definitions relating to Food Service Fees, requiring Permits for Garage Sales; and reauthorizing the City's Building Permit Fees. (Parviz Pourazizian, Director of Planning & Development Services)
2. Public Hearing, discussion and first reading of Ordinance O-20-25, related to a proposed change in zoning from Single Family Residential-1 (SF-1) District to a Planned Development District-33 (PD-33) for approximately 46.32 acres of land located on the west side of South Westmoreland Road and the south city limits, and commonly known as 1957, 2011 and 2100 South Westmoreland Road, Glenn Heights, Dallas County, Texas for the purpose of a mixed-use development site, consisting of Single-Family Residential Patio Homes, Multi-Family and Commercial Districts. (Parviz Pourazizian, Director of Planning & Development Services)
3. Public Hearing, discussion and first reading of Ordinance O-21-25, related to a Specific Use Permit to allow the operation of a limited restaurant with Drive-Up service on approximately 0.434 acres of land located on the Northeastern corner of Sunset Strip Drive and Ovilla Road, and commonly known as 2800 Sunset Strip Drive, Glenn Heights, Ellis County, Texas. (Parviz Pourazizian, Director of Planning & Development Services)
4. Discuss and take action acknowledging receipt of the Fiscal Year 2023-2024 Annual Comprehensive Financial Report (ACFR) and Audit Results Presentation. (Sherry Roberts, Finance Director)
5. Discussion regarding possible amendments to Article 3.20, Rental Registration Program. (Mayor Sonja A. Brown)
6. Discussion and take action to approve Resolution R-32-25, nominating candidates for election to the Board of the Directors of the Dallas Central Appraisal District. (Brandi Brown, City Secretary)
7. Discussion and take action on the City Council casting its vote for a Texas Municipal League (TML) Region 13 Director. (Brandi Brown, City Secretary)

EXECUTIVE SESSION

1. The City Council shall convene into Executive Session:

A. pursuant to the Texas Government Code, Section 551.072, Real Property; to

deliberate the purchase, exchange, lease or value of real property located at S Uhl Road, Glenn Heights, Texas.

B. pursuant to the Texas Government Code, Section 551.072, Real Property, and Section 551.071, Consultation with City Attorney; to deliberate land acquisitions for the E Bear Creek Road Right-of-Way Expansion Project.

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

ADJOURNMENT

In accordance with the Americans with Disabilities Act, If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email brandi.brown@glennheightstx.gov. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

I, Brandi Brown, City Secretary, do hereby certify that the above Meeting Notice and Agenda was posted in a place convenient to the Public at Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas by 5:00 P.M. on Wednesday, October 1, 2025.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in closed session with its attorney at any time during the course of this meeting and to receive legal advice regarding any item listed on this agenda.

Brandi Brown, City Secretary

PROCLAMATION



Office of the Mayor • City of Glenn Heights

Fire Prevention Week October 5-11, 2025

WHEREAS, the City of Glenn Heights is committed to ensuring the safety and security of all those who live, work, and visit our community; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, Fire Prevention Week is an opportunity to educate the public about the simple but important actions they can take to stay safe from fire; and

WHEREAS, the 2025 Fire Prevention Week theme, “**Fire Won’t Wait. Plan Your Escape,**” effectively underscores the importance of developing and practicing a home fire escape plan; and

WHEREAS, the City of Glenn Heights Fire Department is dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, residents of Glenn Heights are encouraged to take personal responsibility for fire safety by checking smoke alarms, planning escape routes, and practicing fire drills at home; and

WHEREAS, the National Fire Protection Association (NFPA) provides a comprehensive toolkit to help families create and practice home fire escape plans, including printable guides, videos, and interactive resources available at www.firepreventionweek.org and www.sparky.org, empowering residents to prepare for emergencies and improve household fire safety.

NOW, THEREFORE, I, Sonja A. Brown, Mayor of the City of Glenn Heights, Texas, do hereby recognize October 5-11, 2025, as **Fire Prevention Week** throughout this city, and urge all residents to participate in fire prevention activities at home, work, and school, and to support the many public safety efforts of our local fire department.

IN WITNESS WHEREOF, I have hereunto set my hand this seventh day of October in the year of our Lord two thousand twenty-five.

Sonja A. Brown, Mayor
Glenn Heights, Dallas County, Texas

PROCLAMATION



Office of the Mayor • City of Glenn Heights

Breast Cancer Awareness Month October 2025

- WHEREAS,** breast cancer is the most commonly diagnosed cancer among women in the United States, with 1 in 8 women expected to be diagnosed in her lifetime; and
- WHEREAS,** in 2025, an estimated 316,950 women and 2,800 men in the United States will be diagnosed with invasive breast cancer; and
- WHEREAS,** breast cancer affects people of all genders, races, and backgrounds, and while less than 1% of breast cancer cases occur in men, 1 in 726 men will be diagnosed with the disease, often at later stages due to lack of awareness; and
- WHEREAS,** early detection significantly improves survival rates, with a 99% five-year survival rate when breast cancer is caught in its earliest stages; and
- WHEREAS,** despite advances in research and treatment, breast cancer continues to claim lives, with an estimated 42,170 women and 510 men expected to lose their battle with the disease in 2025, reminding us of the urgent need for continued awareness, early detection, and support for those affected; and
- WHEREAS,** Breast Cancer Awareness Month serves as a vital opportunity to educate the public about risk factors, encourage regular screenings, support research, and honor the strength of survivors and those currently battling the disease.

NOW, THEREFORE, I, Sonja A. Brown, Mayor of the City of Glenn Heights, Texas, do hereby recognize October 2025 as **National Breast Cancer Awareness Month** in the City of Glenn Heights and I encourage all residents to:

- Learn about breast cancer risks and symptoms for both women and men
- Schedule regular screenings and mammograms
- Support local and national organizations dedicated to research, treatment, and patient support
- Honor the courage of survivors and remember those we have lost

IN WITNESS WHEREOF, I have hereunto set my hand this seventh day of October in the year of our Lord two thousand twenty-five.

Sonja A. Brown, Mayor
Glenn Heights, Dallas County, Texas

PROCLAMATION



Office of the Mayor • City of Glenn Heights

National Domestic Violence Awareness Month October 2025

- WHEREAS,** domestic violence is a serious public health and safety issue that affects individuals and families in every community, regardless of age, gender, race, socioeconomic status, or background; and
- WHEREAS,** the U.S. Department of Justice estimates that 1 in 4 women and 1 in 9 men have experienced severe intimate partner physical violence, sexual violence, or stalking in their lifetime; and
- WHEREAS,** domestic violence can take many forms, including physical, emotional, psychological, financial, and verbal abuse, and often occurs behind closed doors, making awareness and education critical to prevention and intervention; and
- WHEREAS,** children exposed to domestic violence are at increased risk of long-term physical and emotional harm, and breaking the cycle of abuse requires community-wide support and resources; and
- WHEREAS,** National Domestic Violence Awareness Month provides an opportunity to raise awareness, promote healthy relationships, support survivors, and honor the tireless work of advocates, service providers, and law enforcement professionals who work to end domestic violence; and
- WHEREAS,** the City of [Insert City Name] stands united with survivors and is committed to fostering a safe, supportive, and informed community through education, outreach, and access to resources.

NOW, THEREFORE, I, Sonja A. Brown, Mayor of the City of Glenn Heights, Texas, do hereby recognize October 2025 as **National Domestic Violence Awareness Month** in the City of Glenn Heights, and encourage all residents to:

- Learn the signs of domestic violence
- Support local organizations that provide services to survivors
- Speak out against abuse in all forms
- Promote safe and respectful relationships in our homes, schools, and workplaces

IN WITNESS WHEREOF, I have hereunto set my hand this seventh day of October in the year of our Lord two thousand twenty-five.

Sonja A. Brown, Mayor
Glenn Heights, Dallas County, Texas

PROCLAMATION



Office of the Mayor • City of Glenn Heights

National Walk to End Alzheimer's Month
October 2025

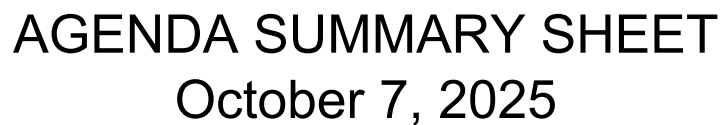


- WHEREAS,** Alzheimer's disease is a progressive and devastating condition that affects memory, thinking, and behavior, and is the most common cause of dementia, impacting nearly 7 million Americans today; and
- WHEREAS,** one in three seniors dies with Alzheimer's or another dementia, and the disease places a significant emotional and financial burden on families, caregivers, and communities across the nation; and
- WHEREAS,** the Alzheimer's Association is the leading voluntary health organization in Alzheimer's care, support, and research, working tirelessly to accelerate global research, promote early detection, and provide critical resources to those affected; and
- WHEREAS,** the Walk to End Alzheimer's® is the world's largest event to raise awareness and funds for Alzheimer's care, support, and research, held annually in more than 600 communities nationwide; and
- WHEREAS,** National Walk to End Alzheimer's Month provides an opportunity for communities to come together in solidarity, honor those affected, and take meaningful steps toward a future without Alzheimer's;

NOW, THEREFORE, I, Sonja A. Brown, Mayor of the City of Glenn Heights, Texas, do hereby recognize **October 2025** as **National Walk to End Alzheimer's Month** in the City of Glenn Heights, and I urge all citizens to recognize the contributions of the Alzheimer's Association in the fight against this disease. I also encourage all residents to visit act.alz.org to learn more about Walk to End Alzheimer's Month; to join an Area Walk Team in Dallas, TX on November 1st, or to create your own Team and walk in unison to show support for this cause right here in Glenn Heights.

IN WITNESS WHEREOF, I have hereunto set my hand this seventh day of October in the year of our Lord two thousand twenty-five.

Sonja A. Brown, Mayor
Glenn Heights, Dallas County, Texas



Discussion and take action to approve the Meeting Minutes of the August 5, 2025, City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

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

AUGUST 5, 2025

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 5th day of August 2025, the City Council of the City of Glenn Heights, Texas, met in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

CITY COUNCIL:

Sonja A. Brown	*	Mayor
Cornel Benford II	*	Mayor Pro Tem
Sherron Mosley	*	Council Member, Place 1
Harry A. Garrett*	*	Council Member, Place 2
Travis Bruton	*	Council Member, Place 3
Stephanne Hale	*	Council Member, Place 4
Laymon Lightfoot	*	Council Member, Place 5

* Harry A. Garrett, Council Member, Place 2, arrived at 7:08 P.M.

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Farrah Allen	*	Municipal Court Administrator
Dr. Glynell Horn	*	Chief of Police
Jeff Kent	*	IT Support Specialist
Parviz Pourazizian	*	Director of Planning & Development Services
Sherry Roberts	*	Finance Director
Andrew Waits	*	Public Works Superintendent
Nicholas Williams	*	Fire Chief

CONSULTANT:

David Berman	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Meeting to order at 7:02 P.M., with a quorum of the City Council present.

INVOCATION

Mayor Sonja A. Brown delivered the Invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

Wanda Smith, address on file: discussed Community Waste Disposals (CWD) Hill Country Relied efforts.

EVENTS

Mayor Sonja A. Brown announced the following Events:

- Back to School Bash, August 9, 2025, 8:00 A.M. - Noon, Glenn Heights City Center and Community Center, 1938 South Hampton Road, Glenn Heights, Texas
- Mayor's Town Hall Meeting, "Let's Taco Bout It", August 12, 2025, 6:30 P.M., Glenn Heights Community Center, 1938-D South Hampton Road, Glenn Heights, Texas

CONSENT AGENDA

1. Discussion and take action to approve the Meeting Minutes of the May 27, 2025, City Council Meeting. (Brandi Brown, City Secretary)
2. Discussion and take action to approve the Meeting Minutes of the June 3, 2025, City Council Meeting. (Brandi Brown, City Secretary)
3. Discussion and take action to approve the Meeting Minutes of the June 17, 2025, City Council Meeting. (Brandi Brown, City Secretary)
4. Discussion and take action to approve Ordinance O-14-25, related to amending Chapter 2 ("Animal Control") of the Code of Ordinances to amend provisions defining and prohibiting animals at large, requiring all dogs to be microchipped, revising impoundment regulations, and establishing new penalties. (Second Reading) (Dr. Glynell Horn Jr., Chief of Police)

Council Member Stephanie Hale made a motion to approve Consent Agenda Items 1-4. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

AGENDA

1. Discussion and take action to approve Ordinance O-12-25, granting a change in Zoning from Single-Family Residential-1 (SF-1) to Single-Family Residential-3 (SF-3) for approximately 15.52+/- acres of land situated at 928 East Bear Creek Road. (Second Reading)

Parviz Pourazizian, Director of Planning and Development Services, introduced this item and completed a presentation.

Mr. Pourazizian and Fred Kioni, developer with Rain Financial Services, answered Council's questions related to resident feedback with City staff and developers, lot locations, and current zoning.

Council Member Harry Garrett made a motion to approve Agenda Item 1 as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

2. Discussion and take action to approve Resolution R-22-25, accepting and authorizing the City Manager to execute a Development Agreement with Rain Financial Inc. for cost participation in certain improvements to Jenkins Road.

Parviz Pourazizian, Director of Planning and Development Services, introduced this item and completed a presentation.

Mr. Pourazizian answered Council's questions related to the upcoming projects, project timelines, and funding.

Council Member Sherron Mosley made a motion to approve Agenda Item 2 as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

3. Discussion and take action to approve Ordinance O-13-25, amending Section 13.12.002 of Chapter 13 ("Utilities") of the Code of Ordinances to adopt amendments to the Drainage Design Manual for the design and construction of drainage facilities. (Second Reading) (Parviz Pourazizian, Director of Planning and Development Services)

Parviz Pourazizian, Director of Planning and Development Services, introduced this item and completed a presentation.

Mr. Pourazizian answered Council's questions related to Dallas County Standards.

Council Member Laymon Lightfoot made a motion to approve Agenda Item 3 as written. Mayor Pro Tem Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

4. Discussion and take action to approve Charter Amendment Propositions to be placed on the November 2025 Ballot.

Brandi Brown, City Secretary, introduced this item and completed a presentation.

A. PROPOSITION A

Shall Section 2.01 of the Home Rule Charter be amended by extending the terms of office of the mayor and city council members from three (3) years to four years (4), extending the period of ineligibility of term-limited members from three (3) to four (4) years, and adding transitional language such that four-year terms of office will begin for the mayor and councilmembers elected in the November, 2026, election.

Council Member Laymon Lightfoot made a motion to place Proposition A on the November 2025 Ballot as written. Mayor Sonja A. Brown made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

B. PROPOSITION B

Shall Section 2.01 of the Home Rule Charter be amended to provide for compensation for the Mayor of \$1,000 monthly and for Councilmembers of \$500 monthly.

Ms. Brown, David Berman, City Attorney answered Council's questions related to Council compensation being tied to meeting attendance.

Council Member Harry A. Garrett made a motion to place Proposition B on the November 2025 Ballot as written. Council Member Sherron Mosley made the second.

After additional discussion, the above motion was abandoned.

Council Member Travis Bruton made a motion to approve Proposition B with an amendment that compensation for the Mayor of \$1,000 monthly and for Councilmembers of \$500 monthly be tied to meeting attendance. Council Member Stephanie Hale made the second. The motion failed with the following record vote:

VOTE 2 Ayes – Bruton and Hale

5 Nays – Brown, Benford, Mosley, Garrett, and Lightfoot

Council Member Sherron Mosley made a motion to place Proposition B on the November 2025 Ballot as written. Council Member Harry A. Garrett made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Brown, Benford, Mosley, Garrett, and Lightfoot
2 Nays – Bruton and Hale

C. PROPOSITION C

Shall Section 2.03 of the Home Rule Charter be amended to disqualify candidacy for a seat on the City Council for persons who have previously been removed by the Council for misconduct.

Council Member Sherron Mosley made a motion to place Proposition C on the November 2025 Ballot as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Brown, Benford, Mosley, Garrett, and Lightfoot
2 Nays – Bruton and Hale

D. PROPOSITION D

Shall Section 2.11 of Article 2 of the Home Rule Charter be amended to repeal the requirement that all ordinances must be considered at two separate City Council meetings prior to adoption.

Council Member Sherron Mosley made a motion to place Proposition D on the November 2025 Ballot as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Mosley, Garrett, Bruton, Hale, and Lightfoot
1 Nays – Benford

E. PROPOSITION E

Shall Section 3.06 of Article 3 of the Home Rule Charter be amended to provide that elections for Mayor and Councilmembers be by plurality instead of majority voting, such that the candidate receiving more votes than any other candidate will be declared elected.

Council Member Sherron Mosley made a motion to place Proposition E on the November 2025 Ballot as written. Mayor Sonja A. Brown made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Mosley, Garrett, Bruton, Hale, and Lightfoot
1 Nays – Benford

F. PROPOSITION F

Shall Section 5.11 of the Home Rule Charter be amended to authorize the City Council to appoint a Council Liaison.

Ms. Brown answered Council's questions related to the role of Liaison.

Council Member Harry A. Garrett made a motion to place Proposition F on the November 2025 Ballot as written. Council Member Sherron Mosley made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Brown, Benford, Mosley, Garrett, and Lightfoot
2 Nays – Bruton and Hale

G. PROPOSITION G

Shall Section 13.06 of the Home Rule Charter be amended to provide that notices of claims against the City shall be filed within 45 days of the incident giving rise to the claim.

Council Member Sherron Mosley made a motion to place Proposition G on the November 2025 Ballot as written. Mayor Sonja A. Brown made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

5. Discussion and take action to approve Bond Propositions to be placed on the November 2025 Election Ballot.

Clifford Blackwell, City Manager, introduced this item and completed a presentation.

A. PROPOSITION A

Shall the City Council of the City of Glenn Heights, Texas, be authorized to issue general obligation bonds of the City in the principal amount of \$3,400,000 for permanent public improvements and public purposes, to-wit: constructing, improving, renovating, expanding and equipping the City's animal shelter and the acquisition of land and rights-of-way related thereto.

Mr. Blackwell answered Council's questions related to a possible location for an animal shelter.

Council Member Sherron Mosley made a motion to place Proposition A on the November 2025 Ballot as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

B. PROPOSITION B

Shall the City Council of the City of Glenn Heights, Texas, be authorized to issue general obligation bonds of the City in the principal amount of \$11,500,000 for

permanent public improvements and public purposes, to wit: acquiring, designing, constructing, improving, expanding, renovating and equipping parks and recreation facilities and acquiring any needed land and rights of way therefor.

Mr. Blackwell answered Council's questions related to a tax increase due to this item.

Council Member Harry A. Garrett made a motion to place Proposition B on the November 2025 Ballot as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

C. PROPOSITION C

Shall the City Council of the City of Glenn Heights, Texas, be authorized to issue general obligation bonds of the City in the principal amount of \$18,700,000 for permanent public improvements and public purposes, to wit: constructing, reconstructing, improving, repairing, extending, and enhancing streets, thoroughfares, alleys, sidewalks, bridges, intersections and other public ways, including traffic signalization and monitoring equipment, street lighting, noise abatements, necessary and related storm drainage facilities and improvements and acquiring of needed rights of way therefor.

Mr. Blackwell answered Council's questions related to a tax increase due to this item, terms, and rates.

Council Member Harry A. Garrett made a motion to place Proposition C on the November 2025 Ballot as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

6. Submit new Certified Tax Roll, No New Revenue Tax Rate, and Voter Approval Tax Rate to City Council.

Sherry Roberts, Finance Director, introduced this item.

7. Discuss and take action to approve \$0.563907 as the proposed ad valorem tax rate for the year 2025 (Fiscal Year 2025-2026). (Record Vote)

Sherry Roberts, Finance Director, introduced this item and confirmed that after final confirmation from Dallas and Ellis Counties, the correct tax rate is \$0.562795.

Council Member Harry A. Garrett made a motion to approve \$0.562795 as the proposed ad valorem tax rate for the year 2025 (Fiscal Year 2025-2026). Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

8. Announce the Public Hearing and anticipated adoption dates for the Proposed Fiscal Year 2025-2026 Budget and Proposed 2025 Property Tax Rate.
 - A. Proposed Fiscal Year 2025-2026 Budget: Public Hearing Date - September 2, 2025, and anticipated adoption date - September 9, 2025
 - B. Proposed 2025 Property Tax Rate: Public Hearing Date - September 2, 2025, and anticipated adoption date - September 9, 2025

Sherry Roberts, Finance Director, announced the above information.

9. Discussion regarding possible amendments to Article 3.20, Rental Registration Program.

Mayor Sonja A. Brown made a motion to table Agenda Item 9 to following Council Meeting. Mayor Pro Tem Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

EXECUTIVE SESSION

1. The City Council shall convene into Executive Session:

Mayor Pro Tem Cornel Benford II made a motion to convene into Executive Session. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

Mayor Sonja A. Brown announced that Council would convene into Executive Session at 8:18 P.M.

- A. pursuant to the Texas Government Code, Section 551.072, Real Property; to deliberate the purchase, exchange, lease or value of real property located at S Uhl Road, Glenn Heights, Texas.
- B. pursuant to the Texas Government Code, Section 551.072, Real Property; to deliberate the purchase, exchange, lease or value of real property located at S Hampton, Glenn Heights, Texas.
- C. pursuant to the Texas Government Code, Section 551.072, Real Property, and Section 551.071, Consultation with City Attorney; to deliberate land acquisitions for the E Bear Creek Road Right-of-Way Expansion Project.

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

Council Member Laymon Lightfoot made a motion to reconvene into Open Session. Mayor Pro Tem Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

Mayor Sonja A. Brown announced that Council reconvened into Open Session at 8:48 P.M. and that no action would be taken as a result of Executive Session.

ADJOURNMENT

Council Member Laymon Lightfoot made a motion to adjourn. Mayor Pro Tem Cornel Benford II made the second. The motion carried with the following record vote:

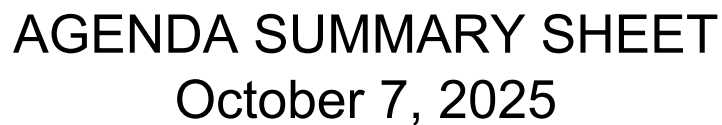
VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

Mayor Sonja A. Brown adjourned the meeting at 8:49 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 7th day of October 2025



Discussion and take action to approve the Meeting Minutes of the August 12, 2025, Special Called City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

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

AUGUST 12, 2025

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 12th day of August 2025, the City Council of the City of Glenn Heights, Texas, met in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

CITY COUNCIL:

Sonja A. Brown	*	Mayor
Cornel Benford II	*	Mayor Pro Tem
Travis Bruton	*	Council Member, Place 3
Stephanne Hale	*	Council Member, Place 4
Laymon Lightfoot	*	Council Member, Place 5

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Farrah Allen	*	Municipal Court Administrator
Dr. Glynell Horn	*	Chief of Police
Jeff Kent	*	IT Support Specialist
Parviz Pourazizian	*	Director of Planning & Development Services
Sherry Roberts	*	Finance Director
Andrew Waits	*	Public Works Superintendent
Nicholas Williams	*	Fire Chief

CONSULTANT:

David Berman	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Meeting to order at 7:30 P.M., with a quorum of the City Council present.

INVOCATION

Council Member Laymon Lightfoot delivered the Invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

There were no Public Comments.

AGENDA

1. Discuss and take action to approve Resolution R-23-25, authorizing and calling for the November 4, 2025, Joint and General Election for the purpose of electing Mayor and Council Member Places 2, 4, and 6; ordering a Special Election on proposed amendments to the Home Rule Charter of the City of Glenn Heights to be held concurrently with the General Election; providing an estimate of anticipated fiscal impact; providing for the publication and posting of Notice; authorizing a joint election with other Dallas County and Ellis County political subdivisions; authorizing a contract for election services with Dallas and Ellis Counties; providing a runoff date; and providing an effective date.

Brandi Brown, City Secretary, introduced this item.

Council Member Travis Bruton made a motion to approve Agenda Item 1 as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Brown, Benford, Bruton, Hale, and Lightfoot

2. Discussion and take action to approve Resolution R-24-25, calling a Bond Election to be held in the City of Glenn Heights, Texas.

Clifford Blackwell, City Manager, introduced this item.

Mayor Pro Tem Cornel Benford II made a motion to approve Agenda Item 2 as written. Council Member Travis Bruton made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Brown, Benford, Bruton, Hale, and Lightfoot

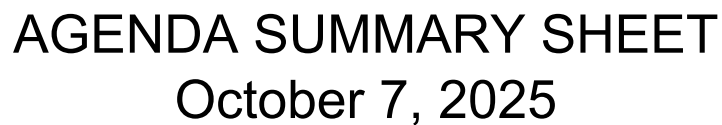
ADJOURNMENT

Mayor Sonja A. Brown adjourned the meeting at 7:33 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 7th day of October 2025



Discussion and take action to approve the Meeting Minutes of the August 19, 2025, City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

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

AUGUST 19, 2025

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 19th day of August 2025, the City Council of the City of Glenn Heights, Texas, met in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

CITY COUNCIL:

Sonja A. Brown	*	Mayor
Cornel Benford II	*	Mayor Pro Tem
Sherron Mosley	*	Council Member, Place 1
Harry A. Garrett*	*	Council Member, Place 2
Travis Bruton	*	Council Member, Place 3
Stephanne Hale	*	Council Member, Place 4
Laymon Lightfoot	*	Council Member, Place 5

* Harry A. Garrett, Council Member, Place 2, arrived at 7:03 P.M.

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Barrett Albright	*	Parks & Recreation Superintendent
Farrah Allen	*	Municipal Court Administrator
Sir Fabian Freeman	*	Human Resources Generalist
Dr. Glynell Horn	*	Chief of Police
Kathy Morgan	*	IT Director
Parviz Pourazizian	*	Director of Planning & Development Services
Sherry Roberts	*	Finance Director
Andrew Waits	*	Public Works Superintendent
Nicholas Williams	*	Fire Chief

CONSULTANT:

David Berman	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Meeting to order at 7:02 P.M., with a quorum of the City Council present.

INVOCATION

Mayor Sonja A. Brown delivered the Invocation.

PLEDGE OF ALLEGIANCE

Preston Blackmon, Scholar, led the assembly in the Pledge of Allegiance.

PUBLIC COMMENT

There were no Public Comments.

AGENDA

1. Acknowledge receipt of the July 2025 Financial Reports.

Sherry Roberts, Finance Director, introduced this item and completed a presentation.

Mrs. Roberts answered Council's questions related to managing cash flows and interest accrued and provided an audit timeline.

Council Member Travis Bruton made a motion to approve Agenda Item 1 as written. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

2. Discussion regarding insurance renewal recommendations for Employees' Group Medical/Prescription, Life/Disability, Dental, Vision, and Accident/Critical Illness Insurance, and a Flexible Spending Account.

Sir Fabian Freeman, Human Resources Generalist, introduced this item and completed a presentation. Mr. Freeman and Lance Pendley, Senior Vice President, McGriff, answered Council's questions related to the difference between quoted costs and current costs, decreased rates, and available benefits.

3. Follow-up discussion regarding the Proposed Fiscal Year 2025-2026 Budget.

Clifford Blackwell, City Manager, introduced this item and completed a presentation.

Mr. Blackwell received feedback regarding the Proposed Fiscal Year 2025-2026 Budget and answered Council's questions related to the options presented, fund allocations, grant funds, requested positions, if the audit can impact the budget, and the City Policy regarding Step Pay.

EXECUTIVE SESSION

1. The City Council shall convene into Executive Session:

Mayor Sonja A. Brown announced that Council would convene into Executive Session at 8:32 P.M.

- A. pursuant to the Texas Government Code, Section 551.072, Real Property; to deliberate the purchase, exchange, lease or value of real property located at S Uhl Road, Glenn Heights, Texas.
 - B. pursuant to the Texas Government Code, Section 551.072, Real Property; to deliberate the purchase, exchange, lease or value of real property located at S Hampton, Glenn Heights, Texas.
 - C. pursuant to the Texas Government Code, Section 551.072, Real Property, and Section 551.071, Consultation with City Attorney; to deliberate land acquisitions for the E Bear Creek Road Right-of-Way Expansion Project.
2. The City Council shall reconvene into Open Session and take any action arising from Executive Session.

Mayor Sonja A. Brown announced that Council reconvened into Open Session at 8:52 P.M. and that no action would be taken as a result of Executive Session.

Council Member Harry A. Garrett made a motion authorizing the Mayor to sign a contract regarding real property located at S Hampton, Glenn Heights, Texas. Mayor Pro Tem Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 7 Ayes – Brown, Benford, Mosley, Bruton, Garrett, Hale, and Lightfoot

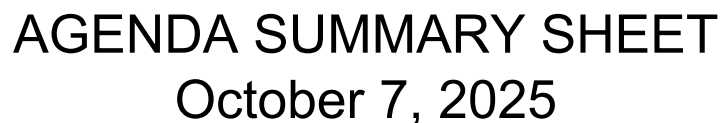
ADJOURNMENT

Mayor Sonja A. Brown adjourned the meeting at 8:53 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 7th day of October 2025



Discussion and take action to approve Ordinance O-17-25, amending Section 3.12 of Chapter 3 (“Building Regulation”) of the Code of Ordinances to adopt amendments to the Flood Damage Prevention Regulations for the design and construction of drainage facilities. (Second Reading)
(Parviz Pourazizian, Director of Planning & Development Services)

[illegible]

AMENDMENT TO THE FLOOD PREVENTION REGULATIONS



PARVIZ POURAZIZIAN, DIRECTOR OF DEVELOPMENT
SERVICES

OCTOBER 7, 2025

FLOOD PREVENTION REGULATIONS



AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF GLENN HEIGHTS, TEXAS, BY AMENDING ARTICLE 3.12 ("FLOOD DAMAGE PREVENTION REGULATIONS") OF CHAPTER 3 ("BUILDING REGULATIONS") TO AMEND SECTION 3.12.002 ("DEFINITIONS") TO ADD OR REVISE THE DEFINITIONS OF "DESIGN FLOOD," "FILL PERMIT," "FLOODPLAIN OR FLOODPRONE AREA," "LETTER OF MAP CHANGE," AND "VALLEY STORAGE"; TO AMEND SECTION 3.12.008 ("INTERPRETATION") TO CLARIFY PARAMETERS OF INTERPRETATION; TO AMEND SECTION 3.12.013 ("VARIANCE PROCEDURES") DESIGNATING THE BOARD OF ADJUSTMENT TO HEAR AND DECIDE APPEALS AND REVISING VARIANCE REQUIREMENTS; TO RENUMBER SECTION 3.12.019 ("PENALTIES FOR NONCOMPLIANCE") TO SECTION 3.12.021, AND TO ADD A NEW SECTION 3.12.019, ENTITLED, "FILLING IN THE FLOODPLAIN," AND A NEW SECTION 3.12.020, ENTITLED "SETBACK FROM NATURAL CHANNEL REQUIRED"

ORDINANCE AMENDMENT



Applicant: Parviz Pourazizian

Location: City Wide

Request: Amend the Flood Damage Prevention Regulation

BACKGROUND



Our current regulations were adopted in 2013 through Ordinance O-05-13. Based on staff review and consultation with external professionals, we recommend making adjustments to ensure the regulations adequately support our rapidly growing city and remain in compliance with FEMA requirements.

HIGHLIGHTS OF REVISIONS



§3.12.002 Definitions

Design flood (City's Design Standard) means the 100-year frequency (one percent chance of being equaled or exceeded in any given year) flood discharge as calculated for fully developed watershed conditions.

Fill permit means the permit needed to initiate the process of reclaiming a portion of land in the floodplain to create a developable area that may include but not be limited to a habitable structure or parking area, raising any area of land out of a floodplain area on fill, or creating an area that can be developed in the future. The fill permit process removes the floodplain (FP) designation and is applicable in areas with an upstream drainage area greater than 100 acres, even if the land has not been formally designated as an FP area.

Floodplain or floodprone area means any land area susceptible to inundation by the design flood, even if the land has not been formally designated as an FP area on the Regulatory Floodplain Maps.

HIGHLIGHTS OF REVISIONS



§3.12.002 Definitions

Letter of Map Change (LOMC) means a letter that reflects an official change in an effective Flood Insurance Rate Map (FIRM). LOMCs are issued in response to a request to FEMA to revise or amend its effective flood map to remove a property or reflect changed flooding conditions on the effective map and can include Letter of Map Revisions (LOMRs), Letter of Map Amendments (LOMAs), and Letter of Map Revisions based on Fill (LOMR-F's) as amended by FEMA.

Valley Storage refers to the measure of a stream's ability to store water within its 100-year floodplain area as it moves downstream.

HIGHLIGHTS OF REVISIONS



§3.12.008 Interpretation

The intent of this article is to equal or exceed the minimum federal criteria for participation in the National Flood Insurance Program, 44 CFR, Chapter I, Part 60.3, as amended, and FEMA 480, as amended. All higher applicable standards and FEMA minimum standards apply. In the interpretation and application of this article, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under state statutes."

HIGHLIGHTS OF REVISIONS



§3.12.013 Appeals, Variances

The **Board of Adjustment** is hereby authorized and empowered to:

hear and decide requests for variances from the requirements of this article; and

hear and decide appeals when it is alleged there is an error in any requirement, decision, order, or determination made by the floodplain administrator in the enforcement or administration of this article.

(b) Any person or persons aggrieved by the decision of the board may appeal such decision to the **city council**, which shall promptly hear and decide the appeal. The city council's decision shall be final and binding.

...

HIGHLIGHTS OF REVISIONS



§3.12.019 Filling in the floodplain

(a) A person shall not deposit or store fill, place a structure, excavate, or engage in any other development activities in an FP area without first obtaining a floodplain development permit.

...

(e) The FP area may be altered only to the extent permitted by equal conveyance reduction on both sides of the natural channel.

(f) FP areas governed by an adopted management plan that contains valley storage regulations must comply with the valley storage regulations contained in the plan. For all other FP areas, a valley storage maintenance agreement on a form provided by the city and approved as to form by the city attorney is required, and the following requirements apply:

no loss of valley storage is permitted along a stream in which the upstream drainage area is three square miles or more;

valley storage losses along streams in which the upstream drainage area is between 100 acres and three square miles may not exceed 15 percent, as calculated on a site-by-site basis; and

valley storage losses along streams in which the upstream drainage area is less than 100 acres may not exceed 25 percent, as calculated on a site-by-site basis."

HIGHLIGHTS OF REVISIONS



§3.12.020 Setback from natural channel required

(a) For purposes of this section:

(1) *Natural Channel Setback Line* means that setback line described below located the farthest beyond the crest:

(A) That line formed by the intersection of the surface of the land and the vertical plane located a horizontal distance of 20 feet beyond the crest.

(B) That line formed by the intersection of the surface of the land beyond the crest and a plane passing through the toe and extending upward and outward from the channel at the designated slope. For purposes of this paragraph, the designated slope is:

- (i) four to one if the channel contains clay or shale soil; and
- (ii) three to one in all other cases.

HIGHLIGHTS OF REVISIONS



§3.12.020 Setback from natural channel required (Continue)

Crest means that line at the top of the bank where the slope becomes less than four to one.

Toe means that line at the bottom of the bank where the slope becomes less than four to one.

Except as otherwise provided in subsection (c), all development must be located behind the natural channel setback line.

A structurally engineered retention system approved by the floodplain administrator may be substituted for the setback required in subsection (b)."

REVISIONS (Cont.)

6.2.1 – Design Guidance – Site Consideration:

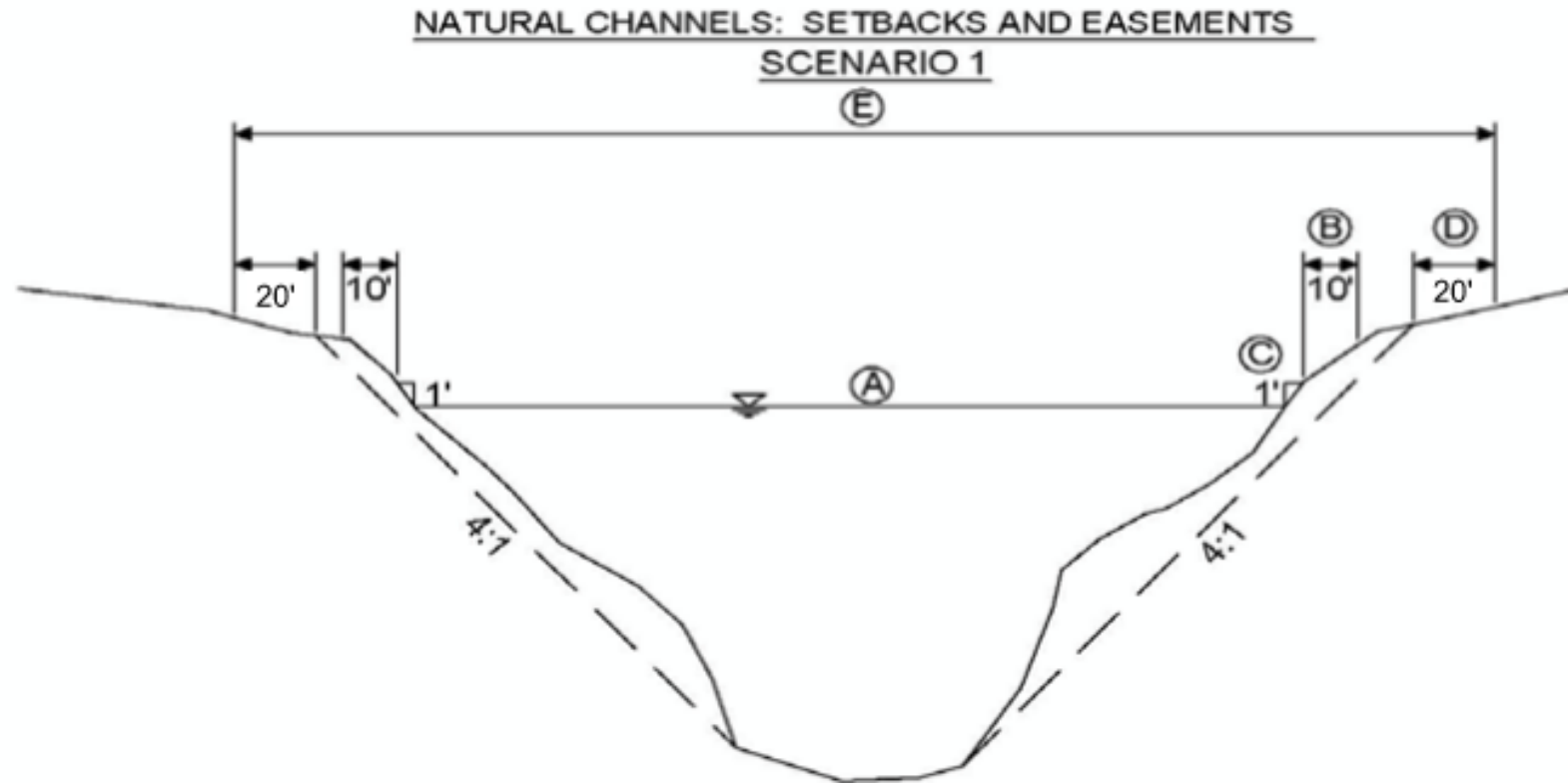


Figure 1 is a diagram illustrating the 100-year floodplain and drainage easement for Scenario 3. The diagram shows two cross-sections of a channel. The top cross-section shows the channel with a 10-foot access area (B), 1-foot freeboard (C), and 15-foot erosion hazard setback (D) on both sides. The bottom cross-section shows the channel with a 10-foot access area (B), 1-foot freeboard (C), and 15-foot erosion hazard setback (D) on both sides. The diagram also shows the 100-year fully developed floodplain (A) and the extents of drainage easement (E).

Legend:

- (A) 100-YEAR FULLY DEVELOPED FLOODPLAIN
- (B) 10-FOOT ACCESS AREA
- (C) 1-FOOT FREEBOARD
- (D) 15-FOOT EROSION HAZARD SETBACK
- (E) EXTENTS OF DRAINAGE EASEMENT

RECOMMENDATION



- Staff Recommends approval of amendments to the city's Drainage Design Criteria.

QUESTIONS



COMMENTS

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS

ORDINANCE NO. O-17-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF GLENN HEIGHTS, TEXAS, BY AMENDING ARTICLE 3.12 ("FLOOD DAMAGE PREVENTION REGULATIONS") OF CHAPTER 3 ("BUILDING REGULATIONS") TO AMEND SECTION 3.12.002 ("DEFINITIONS") TO ADD OR REVISE THE DEFINITIONS OF "DESIGN FLOOD," "FILL PERMIT," "FLOODPLAIN OR FLOODPRONE AREA," "LETTER OF MAP CHANGE," AND "VALLEY STORAGE"; TO AMEND SECTION 3.12.008 ("INTERPRETATION") TO CLARIFY PARAMETERS OF INTERPRETATION; TO AMEND SECTION 3.12.013 ("VARIANCE PROCEDURES") DESIGNATING THE BOARD OF ADJUSTMENT TO HEAR AND DECIDE APPEALS AND REVISING VARIANCE REQUIREMENTS; TO RENUMBER SECTION 3.12.019 ("PENALTIES FOR NONCOMPLIANCE") TO SECTION 3.12.021, AND TO ADD A NEW SECTION 3.12.019, ENTITLED, "FILLING IN THE FLOODPLAIN," AND A NEW SECTION 3.12.020, ENTITLED "SETBACK FROM NATURAL CHANNEL REQUIRED"; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Glenn Heights, Texas, finds and determines that amendments to the City's flood damage prevention regulations are needed to update and provide clarification to existing regulations, to revise regulations to improve protection against flood damage, and to protect the public health and safety, and that the amendments herein are in the interests of public health and safety and the best interest of the citizens of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1: The Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended to amend Section 3.12.002 ("Definitions") of Article 3.12 ("Flood Damage Prevention Regulations") of Chapter 3 ("Building Regulations"), by adding or revising the definition of "Design Flood," the definition of "Fill Permit," the definition of "Floodplain or floodprone area," the definition of "Letter of Map Change," and the definition of "Valley storage," such that the foregoing definitions in Section 3.12.002 shall read as follows:

**"CHAPTER 3
BUILDING REGULATIONS**

...

**ARTICLE 3.12
FLOOD DAMAGE PREVENTION REGULATIONS**

...

§3.12.002 Definitions.

Unless specifically defined below, words or phrases used in this article shall be interpreted to give them the meaning they have in common usage and to give this article its most reasonable application.

...

Design flood (City's Design Standard) means the 100-year frequency (one percent chance of being equaled or exceeded in any given year) flood discharge as calculated for fully developed watershed conditions.

...

Fill permit means the permit needed to initiate the process of reclaiming a portion of land in the floodplain to create a developable area that may include but not be limited to a habitable structure or parking area, raising any area of land out of a floodplain area on fill, or creating an area that can be developed in the future. The fill permit process removes the floodplain (FP) designation and is applicable in areas with an upstream drainage area greater than 100 acres, even if the land has not been formally designated as an FP area.

...”

Floodplain or floodprone area means any land area susceptible to inundation by the design flood, even if the land has not been formally designated as an FP area on the Regulatory Floodplain Maps.

...

Letter of Map Change (LOMC) means a letter that reflects an official change in an effective Flood Insurance Rate Map (FIRM). LOMCs are issued in response to a request to FEMA to revise or amend its effective flood map to remove a property or reflect changed flooding conditions on the effective map and can include Letter of Map Revisions (LOMRs), Letter of Map Amendments (LOMAs), and Letter of Map Revisions based on Fill (LOMR-F's) as amended by FEMA.

...

Valley Storage refers to the measure of a stream's ability to store water within its 100-year floodplain area as it moves downstream.

...”

SECTION 2: The Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended to amend Section 3.12.008 of Article 3.12 ("Flood Damage Prevention Regulations") of

Chapter 3 ("Building Regulations"), by amending Section 3.12.008 to read in its entirety as follows:

**"CHAPTER 3
BUILDING REGULATIONS**

...

**ARTICLE 3.12
FLOOD DAMAGE PREVENTION REGULATIONS**

...

§3.12.008 Interpretation.

The intent of this article is to equal or exceed the minimum federal criteria for participation in the National Flood Insurance Program, 44 CFR, Chapter I, Part 60.3, as amended, and FEMA 480, as amended. All higher applicable standards and FEMA minimum standards apply. In the interpretation and application of this article, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under state statutes."

SECTION 3: The Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended to amend Section 3.12.013 of Article 3.12 ("Flood Damage Prevention Regulations") of Chapter 3 ("Building Regulations"), by amending Section 3.12.013 to be entitled, "Appeals; variances," and to read in its entirety as follows:

**"CHAPTER 3
BUILDING REGULATIONS**

...

**ARTICLE 3.12
FLOOD DAMAGE PREVENTION REGULATIONS**

...

§3.12.013 Appeals; variances.

- (a) The Board of Adjustment is hereby authorized and empowered to:
 - (1) hear and decide requests for variances from the requirements of this article; and
 - (2) hear and decide appeals when it is alleged there is an error in any requirement, decision, order, or determination made by the floodplain administrator in the enforcement or administration of this article.
- (b) Any person or persons aggrieved by the decision of the board may appeal such decision to the city council, which shall promptly hear and decide the appeal. The city council's decision shall be final and binding.

(c) The floodplain administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.

(d) Variances The board is authorized to issue variances to the literal application of the terms of this article upon consideration of the purpose and intent of, and the standards and requirements imposed by, this article. The granting or issuance of a variance is discretionary. Upon consideration of the factors noted in this section and the requirements and intent of this article, the board may attach such conditions to the granting of a variance as it deems necessary to further the purpose and objectives of this article.

(e) Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in this article.

(f) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

(g) Variances may be issued for new construction and substantial improvements to be erected on a lot of 1/2 acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in section 3.12.012(b) have been fully considered. As the lot size increases beyond the 1/2 acre, the technical justification required for issuing the variance increases.

(h) Variances may be issued by the board for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that:

- (1) The criteria outlined in this section are met; and
- (2) The structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

(i) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

(j) Prerequisites for granting variances:

- (1) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (2) Variances shall only be issued upon:
 - (A) Showing a good and sufficient cause;
 - (B) A determination that failure to grant the variance would result in exceptional hardship to the applicant; and

(C) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

(3) Any applicant for which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation."

SECTION 4: The Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended to amend Article 3.12 ("Flood Damage Prevention Regulations") of Chapter 3 ("Building Regulations"), to renumber Section 3.12.019, "Penalties for Noncompliance," from Section 3.12.019 to Section 3.12.021, without amendment, repeal or change to the heading or text of the section, and to adopt a new Section 3.12.019 and a new Section 3.12.020, to read in their entirety as follows:

**"CHAPTER 3
BUILDING REGULATIONS**

...

**ARTICLE 3.12
FLOOD DAMAGE PREVENTION REGULATIONS**

...

§3.12.019 Filling in the floodplain.

(a) A person shall not deposit or store fill, place a structure, excavate, or engage in any other development activities in an FP area without first obtaining a floodplain development permit.

(b) Except for detention basins and ponds, alterations of the Floodplain (FP) area may not increase the water surface elevation of the design flood of the creek upstream, downstream, or through the project area. Detention basins and ponds may increase the water surface elevation of the design flood provided the increase is within the detention basin's or pond's boundaries as approved by the floodplain administrator.

(c) Alterations of the FP area may not create or increase an erosive water velocity on- or off-site. The mean velocity of stream flow at the downstream end of the site after fill may not exceed the mean velocity of the stream flow under existing conditions.

(d) The effects of the existing and proposed public and private improvements will be used in determining water surface elevations and velocities. Any alteration of the FP area necessary to obtain a removal of an FP prefix may not cause any additional expense in any current or projected public improvements.

(e) The FP area may be altered only to the extent permitted by equal conveyance reduction on both sides of the natural channel.

(f) FP areas governed by an adopted management plan that contains valley storage regulations must comply with the valley storage regulations contained in the plan. For all other FP areas, a valley storage maintenance agreement on a form provided by the city and approved as to form by the city attorney is required, and the following requirements apply:

- (1) no loss of valley storage is permitted along a stream in which the upstream drainage area is three square miles or more;
- (2) valley storage losses along streams in which the upstream drainage area is between 100 acres and three square miles may not exceed 15 percent, as calculated on a site-by-site basis; and
- (3) valley storage losses along streams in which the upstream drainage area is less than 100 acres may not exceed 25 percent, as calculated on a site-by-site basis."

§3.12.020 Setback from natural channel required.

(a) For purposes of this section:

(1) *Natural Channel Setback Line* means that setback line described below located the farthest beyond the crest:

(A) That line formed by the intersection of the surface of the land and the vertical plane located a horizontal distance of 20 feet beyond the crest.

(B) That line formed by the intersection of the surface of the land beyond the crest and a plane passing through the toe and extending upward and outward from the channel at the designated slope. For purposes of this paragraph, the designated slope is:

- (i) four to one if the channel contains clay or shale soil; and
- (ii) three to one in all other cases.

(2) *Crest* means that line at the top of the bank where the slope becomes less than four to one.

(3) *Toe* means that line at the bottom of the bank where the slope becomes less than four to one.

(b) Except as otherwise provided in subsection (c), all development must be located behind the natural channel setback line.

(c) A structurally engineered retention system approved by the floodplain administrator may be substituted for the setback required in subsection (b)."

SECTION 5. All provisions of the Ordinances of the City of Glenn Heights, Texas, in conflict with the provisions of this ordinance be and are hereby repealed and all other provisions of the ordinances of the City of Glenn Heights, Texas, not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 6: An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 7: Should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance or the Code of Ordinances, as amended hereby, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance or the Code of Ordinances as a whole, or any part or provision thereof, other than the part declared to be invalid, illegal, or unconstitutional.

SECTION 8. Any person, firm, or corporation violating any of the provisions or terms of this ordinance shall be subject to a penalty by fine not to exceed two thousand dollars (\$2,000.00) for each offense, and each and every day such violation continues or is allowed to exist shall constitute a separate offense.

SECTION 9: This ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law and charter in such cases provide.

Duly Passed by the City Council of the City of Glenn Heights, Texas this 7th day of October 2025.

Approved:

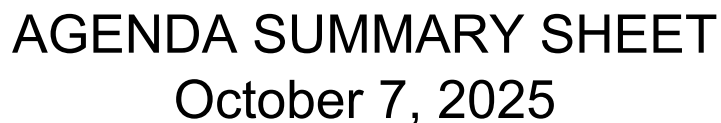
Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary

Approved as to Form:

David M. Berman, City Attorney



Discussion and take action to approve Resolution R-34-25, finding that Oncor Electric Delivery Company LLC'S application to change rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the company and legal counsel. (Clifford Blackwell, City Manager)

[illegible]



CITY OF GLENN HEIGHTS CITY COUNCIL REPORT

Date: October 7, 2025

SUBJECT

This Agenda Item will allow City Council to discuss and take action on a Resolution finding that Oncor Electric Delivery Company LLC'S application to change rates within the City should be denied; find that the City's reasonable rate case expenses shall be reimbursed by the company; find that the meeting at which this Resolution is passed is open to the public as required by law; and require notice of this Resolution to the company and legal counsel.

DISCUSSION / BACKGROUND

On June 26, 2025, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates. If approved, the impact of this requested increase on an average residential customer would be about \$7.90 per month.

In a prior City action, Oncor's rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Steering Committee of Cities Served by Oncor ("Steering Committee"), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of the experts engaged by the Steering Committee, Oncor's request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by Oncor. Once the Resolution is adopted, Oncor will have 30 days to appeal the decision to the Public Utility Commission of Texas ("PUC") where the appeal will be consolidated with Oncor's filing (PUC Docket No. 58306) currently pending at the PUC.

All cities with original jurisdiction will need to adopt the Resolution by October 29, 2025.

PRIOR COUNCIL OR BOARD ACTION

In a prior City action, Oncor's rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law.

PUBLIC CONTACT

Not applicable.

FINANCIAL IMPACT

Not applicable.

RECOMMENDATION / ALTERNATIVES

Staff recommends that City Council approve Resolution R-34-25.

ATTACHMENTS

1. Resolution R-34-25

PREPARED BY

Clifford Blackwell, City Manager

REVIEWED BY

Brandi Brown, City Secretary

RESOLUTION NO. R-34-25

A RESOLUTION OF THE CITY OF GLENN HEIGHTS, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO CHANGE RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Glenn Heights, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee"), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about June 26, 2025, Oncor filed with the City an application to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve an 12.3% increase in residential rates and a 51.0% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor's application and working with the designated attorneys and consultants to resolve issues in the Company's filing; and

WHEREAS, through review of the application, the Steering Committee's consultants determined that Oncor's proposed rates are excessive; and

WHEREAS, the Steering Committee's members and attorneys recommend that members deny the Application; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:

Section 1. That the rates proposed by Oncor to be recovered through its electric rates charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Ave., Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this 7th day of October, 2025.

Approved:

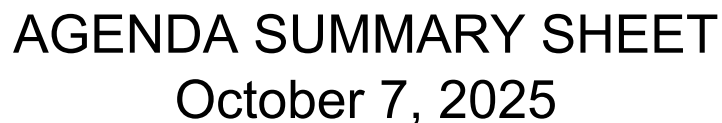
Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary

Approved as to Form:

David M. Berman, City Attorney



Discussion and take action to approve Resolution R-36-25, authorizing the City Manager to enter into the Opioid Settlements with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun and Zydus and authorizing the submission of the Subdivision Participation and Release Form(s) regarding the settlement and full release of all claims; and providing an effective date. (David Berman, City Attorney)

[illegible]

CITY OF GLENN HEIGHTS, TEXAS

RESOLUTION NO. R-36-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO THE OPIOID SETTLEMENTS WITH ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN AND ZYDUS AND AUTHORIZING THE SUBMISSION OF THE SUBDIVISION PARTICIPATION AND RELEASE FORM(S) REGARDING THE SETTLEMENT AND FULL RELEASE OF ALL CLAIMS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Glenn Heights has previously adopted and approved the Texas Term Sheet and Allocation Schedule regarding the Global Opioid Settlement through the Office of the Attorney General; and

WHEREAS, the City of Glenn Heights has received notice of a settlement through the Office of the Texas Attorney General relating to opioid claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (the "Opioid Settlements"); and

WHEREAS, the City of Glenn Heights can participate in the Opioid Settlements by adopting and submitting to the National Opioid Settlements Implementation Administrator on or before October 8, 2025, the Subdivision Participation and Release Form, attached hereto and incorporated herein by this reference as Exhibit "A" (the "Release Form");

WHEREAS, the City Council of the City of Glenn Heights, Texas, (i) finds there is a substantial need for repayment of opioid-related expenditures and payment to abate opioid-related harms in and about the City of Glenn Heights, (ii) supports the addition of the Opioid Settlements to those previously adopted; and (iii) supports the adoption and approval the Release Form and finds it to be in the public interest to approve such settlement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1. The City Manager is hereby authorized on behalf of the City to enter into the Opioid Settlements with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun and Zydus (the "Opioid Settlements") and to sign and submit or cause to be submitted said Subdivision Participation and Release Form, attached hereto and incorporated herein by this reference as Exhibit "A" to the National Opioid Settlements Implementation Administrator by email at opioidsparticipation@rubris.com before October 8, 2025.

SECTION 2. The City Manager is authorized to act on behalf of the City to agree to such future opioid settlement agreements and release of claims negotiated and recommended by the Texas Attorney General that provide for distribution of settlement funds to the City.

SECTION 3. This Resolution shall become effective immediately upon passage.



PASSED AND APPROVED THIS 7TH DAY OF OCTOBER 2025.

APPROVED:

Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David Berman, City Attorney



Exhibit A

Secondary Manufacturers' Combined Subdivision Participation and Release Form ("Combined Participation Form")

Governmental Entity: City of Glenn Heights	State: TX
Authorized Official:	
Address 1: 1938 S Hampton Roaf	
Address 2:	
City, State, Zip: Glenn Heights, TX 75154	
Phone: (972) 223-1690, ext. 125	
Email: clifford.blackwell@glennheightstx.gov	

The governmental entity identified above ("*Governmental Entity*"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to each of the settlements which are listed in paragraph 1 below (each a "Secondary Manufacturer's Settlement" and collectively, "the Secondary Manufacturers' Settlements"), and acting through the undersigned authorized official, hereby elects to participate in each of the Secondary Manufacturers' Settlements, release all Released Claims against all Released Entities in each of the Secondary Manufacturers' Settlements, and agrees as follows.

1. The Participating Entity hereby elects to participate in each of the following Secondary Manufacturers' Settlements as a Participating Entity:
 - a. Settlement Agreement for Alvogen, Inc. dated April 4, 2025.
 - b. Settlement Agreement for Apotex Corp. dated April 4, 2025.
 - c. Settlement Agreement for Amneal Pharmaceuticals LLC dated April 4, 2025.
 - d. Settlement Agreement for Hikma Pharmaceuticals USA Inc. dated April 4, 2025.
 - e. Settlement Agreement for Indivior Inc. dated April 4, 2025.
 - f. Settlement Agreement for Viatris Inc. ("Mylan") dated April 4, 2025.
 - g. Settlement Agreement for Sun Pharmaceutical Industries, Inc. dated April 4, 2025.
 - h. Settlement Agreement for Zydus Pharmaceuticals (USA) Inc. dated April 4, 2025.
2. The Governmental Entity is aware of and has reviewed each of the Secondary Manufacturers' Settlements, understands that all capitalized terms not defined in this Combined Participation Form have the meanings defined in each of the Secondary Manufacturers' Settlements, and agrees that by executing this Combined Participation Form, the Governmental Entity elects to participate in each of the Secondary Manufacturers' Settlements and become a Participating Subdivision as provided in each of the Secondary Manufacturers' Settlements.
3. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed against any Released Entity in each of the Secondary Manufacturers' Settlements. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity



authorizes the Plaintiffs' Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice for each of the manufacturers listed in paragraph 1 above substantially in the form found at <https://nationalopioidsettlement.com/additional-settlements/>.

4. The Governmental Entity agrees to the terms of each of the Secondary Manufacturers' Settlements pertaining to Participating Subdivisions as defined therein.
5. By agreeing to the terms of each of the Secondary Manufacturers' Settlements and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through each of the Secondary Manufacturers' Settlements solely for the purposes provided therein.
7. The Governmental Entity submits to the jurisdiction of the court and agrees to follow the process for resolving any disputes related to each Secondary Manufacturer's Settlement as described in each of the Secondary Manufacturers' Settlements.¹
8. The Governmental Entity has the right to enforce each of the Secondary Manufacturers' Settlements as provided therein.
9. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in each of the Secondary Manufacturers' Settlements, including without limitation all provisions related to release of any claims,² and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in each of the Secondary Manufacturers' Settlements in any forum whatsoever. The releases provided for in each of the Secondary Manufacturers' Settlements are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities in each of the Secondary Manufacturers' Settlements the broadest possible bar against any liability relating in any way to Released

¹ See Settlement Agreement for Alvogen, Inc. Section VII.F.2; Settlement Agreement for Apotex Corp. Section VII.F.2; Settlement Agreement for Amneal Pharmaceuticals LLC Section VII.F.2; Settlement Agreement for Hikma Pharmaceuticals USA Inc. Section VII.F.2; Settlement Agreement for Indivior Section VI.F.2; Settlement Agreement for Mylan Section VI.F.2; Settlement Agreement for Sun Pharmaceutical Industries, Inc. Section VII.F.2; Settlement Agreement for Zydus Pharmaceuticals (USA) Inc. Section VII.F.2.

² See Settlement Agreement for Alvogen, Inc. Section XI; Settlement Agreement for Amneal Pharmaceuticals LLC Section X; Settlement Agreement for Apotex Corp. Section XI; Settlement Agreement for Hikma Pharmaceuticals USA Inc. Section XI; Settlement Agreement for Indivior Section X; Settlement Agreement for Mylan Section X; Settlement Agreement for Sun Pharmaceutical Industries, Inc. Section XI; Settlement Agreement for Zydus Pharmaceuticals (USA) Inc. Section XI.



Claims and extend to the full extent of the power of the Governmental Entity to release claims. Each of the Secondary Manufacturers' Settlements shall be a complete bar to any Released Claim against that manufacturer's Released Entities.

10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in each of the Secondary Manufacturers' Settlements.
11. In connection with the releases provided for in each of the Secondary Manufacturers' Settlements, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims in each of the Secondary Manufacturers' Settlements, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in each of the Secondary Manufacturers' Settlements.

12. The Governmental Entity understands and acknowledges that each of the Secondary Manufacturers' Settlements is an independent agreement with its own terms and conditions. Nothing herein is intended to modify in any way the terms of any of the Secondary Manufacturers' Settlements, to which Governmental Entity hereby agrees, aside from the exceptions in paragraph 13 below. To the extent this Combined Participation Form is interpreted differently from any of the Secondary Manufacturers' Settlements in any respect, the individual Secondary Manufacturer's Settlement controls.
13. For the avoidance of doubt, in the event that some but not all of the Secondary Manufacturers' Settlements proceed past their respective Reference Dates, all releases and other commitments or obligations shall become void **only as to** those Secondary Manufacturers' Settlements that fail to proceed past their Reference Dates. All releases and other commitments or obligations (including those contained in this Combined Participation Form) shall remain in full effect as to each Secondary Manufacturer's Settlement that proceeds past its Reference Date, and this Combined Participation Form need not be modified, returned, or destroyed as long as any Secondary Manufacturer's Settlement proceeds past its Reference Date.



I have all necessary power and authorization to execute this Combined Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: Clifford Blackwell

Title: City Manager

Date: October 7, 2025

New National Opioids Settlement: Secondary Manufacturers
Opioids Implementation Administrator
opioidsparticipation@rubris.com

Glenn Heights city, TX
Reference Number: CL-1772004

TO LOCAL POLITICAL SUBDIVISIONS:

THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SECONDARY MANUFACTURERS SETTLEMENTS. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.

Deadline: October 8, 2025

A new proposed national opioids settlement ("*Secondary Manufacturers Settlements*") has been reached with eight opioids manufacturers: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus ("*Settling Defendants*"). This *Combined Participation Package* is a follow-up communication to the *Notice of National Opioids Settlement* recently received electronically by your subdivision.

You are receiving this *Combined Participation Package* because Texas is participating in the Secondary Manufacturers Settlements.

If a state is not eligible to or does not participate in the settlement with a particular manufacturer, the subdivisions in that state are not eligible to participate in that manufacturer's settlement.

This electronic envelope contains:

- A *Combined Participation Form* for the *Secondary Manufacturers Settlements* that your subdivision is eligible to join, including a release of any claims.

The *Combined Participation Form* must be executed, without alteration, and submitted on or before October 8, 2025, in order for your subdivision to be considered for initial participation calculations and payment eligibility under the *Secondary Manufacturers Settlement*.

Based upon *Combined Participation Forms* received on or before October 8, 2025, the subdivision participation rate will be used to determine whether participation is sufficient for each settlement to move forward and whether a state earns its maximum potential payment under each settlement. If a settlement moves forward, your release will become effective. If a settlement does not move forward, that release will not become effective.

Any subdivision that does not participate cannot directly share in the settlement funds, even if the subdivision's state is settling and other participating subdivisions are sharing in settlement funds. Any subdivision that does not participate may also

reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive settlement funds by participating; decisions on how settlement funds will be allocated within a state are subject to intrastate agreements or state statutes.

You are encouraged to discuss the terms and benefits of the *Secondary Manufacturers Settlements* with your counsel, your Attorney General's Office, and other contacts within your state. Many states are implementing and allocating funds for this new settlement the same as they did for the prior opioids settlements but states may choose to treat this settlement differently.

Information and documents regarding the *Secondary Manufacturers Settlements*, implementation in your state, and how funds will be allocated within your state can be found on the national settlement website at <https://nationalopioidsettlement.com/>. This website will be supplemented as additional documents are created. You may also visit the Texas Attorney General's Office website at <https://www.texasattorneygeneral.gov/globalopioidsettlement> for information.

This *Participation Packet* is different than the participation packet you recently received from Rubris concerning a settlement with Purdue Pharma, L.P, and the Sackler Family. The *Secondary Manufacturers Settlements* discussed in this *Participation Packet* are different than the settlement with Purdue and the Sacklers, and you may participate in the *Secondary Manufacturers Settlements* regardless of whether you join the Purdue and Sackler settlement.

How to return signed forms:

Please note that the Texas Attorney General's Office is collecting the executed *Participation Form* differently from prior opioid settlements. There are three methods for returning the executed *Combined Participation Form* and any supporting documentation to the Implementation Administrator:

- (1) *Electronic Signature via DocuSign*: Executing the *Combined Participation Form* electronically through DocuSign will return the signed form to the Implementation Administrator and associate your form with your subdivision's records. Electronic signature is the most efficient method for returning the *Combined Participation Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.
- (2) *Manual Signature returned via DocuSign*: DocuSign allows forms to be downloaded, signed manually, then uploaded to DocuSign and returned automatically to the Implementation Administrator. Please be sure to complete all fields. As with electronic signature, returning a manually signed *Combined Participation Form* via DocuSign will associate your signed forms with your subdivision's records.

(3) *Manual Signature returned via electronic mail*: If your subdivision is unable to return an executed *Combined Participation Form* using DocuSign, the signed *Combined Participation Form* may be returned via electronic mail to opioidsparticipation@rubris.com. Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line *Combined Settlement Participation Form – [Subdivision Name, Subdivision State] – [Reference ID]*.

Detailed instructions on how to sign and return the *Combined Participation Form*, including changing the authorized signer, can be found at <https://nationalopioidsettlement.com/additional-settlements/>. You may also contact opioidsparticipation@rubris.com and/or opioids@oag.texas.gov if you have any questions.

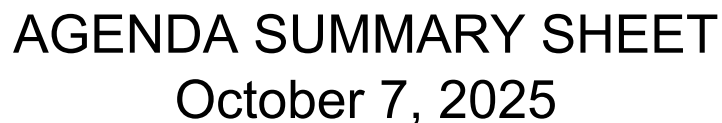
The sign-on period for subdivisions ends on October 8, 2025.

If you have any questions about executing the *Combined Participation Form*, please contact your counsel, the Implementation Administrator at opioidsparticipation@rubris.com, or the Texas Attorney General's Office at opioids@oag.texas.gov.

Thank you,

Secondary Manufacturers Settlements Implementation Administrator

The Implementation Administrator is retained to provide the settlement notice required by the Secondary Manufacturers Settlements and to manage the collection of the Combined Participation Form.



Discussion and take action to approve Resolution R-38-25, authorizing the City Manager to sign an Agreement for Professional Services with Willdan Financial Services for furnishing ongoing Professional Services in connection with Economic Development Strategy Consulting Services as set forth in the Agreement for Professional Services. (Clifford Blackwell, City Manager)

[illegible]

RESOLUTION NO. R-38-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS TEXAS AUTHORIZING THE CITY MANAGER TO SIGN AN AGREEMENT FOR PROFESSIONAL SERVICES WITH WILLDAN FINANCIAL SERVICES FOR FURNISHING ONGOING PROFESSIONAL SERVICES IN CONNECTION WITH ECONOMIC DEVELOPMENT STRATEGY CONSULTING SERVICES AS SET FORTH IN THE AGREEMENT FOR PROFESSIONAL SERVICES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Willdan Financial Services has offered to furnish ongoing professional services in connection with Economic Development Strategy Consulting Services as set forth in the Agreement for Professional Services, attached hereto as Exhibit A; and

WHEREAS, City staff has recommended approval of the Agreement for Professional Services as being in the best interest of the citizens of the City of Glenn Heights and the Council concurs;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:

SECTION 1. That the Agreement for Professional Services attached hereto and incorporated herein as Exhibit A is hereby approved and the City Manager is authorized to execute it on behalf of the City.

SECTION 2. All provisions of the resolutions of the City of Glenn Heights, Texas, in conflict with the provisions of this Resolution are hereby repealed.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 4. That this Resolution shall become effective immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Glenn Heights, Texas on the 7th day of October 2025.

APPROVED:

Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David M. Berman, City Attorney
(4905-0671-7804)

Exhibit A
**[Agreement for Professional Services with Willdan Financial
Services]**

4905-0671-7804, v. 1

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this ____ day of _____, by and between **WILLDAN FINANCIAL SERVICES ("WFS")**, a corporation, and the **CITY OF GLENN HEIGHTS, TEXAS**, hereinafter referred to as "Client."

WHEREAS, Client desires to employ WFS to furnish ongoing professional services in connection with **ECONOMIC DEVELOPMENT STRATEGY CONSULTING SERVICES**, hereinafter referred to as the "Project."

NOW, THEREFORE, in consideration of the mutual premises, covenants and conditions herein contained, the parties agree as follows:

SECTION I – BASIC SERVICES

WFS shall provide to the Client the basic services described in detail in "Exhibit A," Scope of Services, attached hereto and incorporated herein by this reference.

SECTION II – ADDITIONAL SERVICES

If authorized, WFS shall furnish additional services, which are in addition to the basic services. To the extent that the additional services have been identified in this Agreement, they are itemized in "Exhibit A" and will be paid for by Client as indicated in Section III hereof. As further additional services are requested by Client, this Agreement may be modified and subject to mutual consent by execution of an addendum by authorized representatives of both parties, setting forth the additional scope of services to be performed, the performance time schedule and the compensation for such services.

SECTION III – COMPENSATION

WFS shall be compensated for basic services rendered under Section I, as in accordance with the terms and conditions indicated in "Exhibit B," Fees for Services; and WFS will be compensated for any additional services rendered under Section II as more particularly described in a fully approved and executed addendum to this Agreement. If no addendum is executed, then WFS shall be compensated at its then-prevailing hourly rates for such additional services.

WFS may submit monthly statements for basic and additional services rendered. It is intended that Client will make payments to WFS within thirty (30) days of invoice. All invoices not paid within thirty (30) days shall bear interest at the rate of one and one-half (1½) percent per month or the then-legal rate allowed.

SECTION IV – INDEMNITY; INSURANCE REQUIRED

A. **Indemnity.** WFS shall indemnify and hold harmless Client, its officers, officials, directors, employees, designated agents, and appointed volunteers from and against all claims, damages, losses and expenses, including attorney fees, arising out of the performance of the services described herein, to the extent caused in whole or in part by the negligent acts, errors, or omissions of WFS, any subconsultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence or willful misconduct of Client or Client's officers, agents, or employees.

The parties shall cooperate with each other with respect to resolving any claim, liability or loss for which indemnification may be required hereunder, including by making, or causing the indemnified party to make, all commercially reasonable efforts to mitigate any such claim, liability or loss. Neither party shall have an obligation to indemnify the other party for any losses to the extent they are caused, contributed to or exacerbated by the actions or failure to act of the indemnified party, including without limitation, the failure to take actions to mitigate such losses.

B. **Insurance.** Without in any way limiting WFS' liability pursuant to the indemnification described above, WFS shall maintain, during the term of this contract, the following insurance:

Coverage	Minimum Limits
General Liability Comprehensive General Liability, including: Premises and Operations Contractual Liability Personal Injury Liability Independent Contractors Liability (if applicable)	\$1,000,000 Combined Single Limit, per occurrence and \$2,000,000 general aggregate
Automobile Liability Comprehensive Automobile Liability (including owned, non-owned and hired autos)	\$1,000,000 Combined Single Limit, per occurrence
Workers' Compensation and Employer's Liability Workers' Compensation Insurance Employer's Liability	Statutory, \$1,000,000
Professional Liability Professional Liability Insurance	\$1,000,000 per claim and annual aggregate

SECTION V – INDEPENDENT CONTRACTOR STATUS

WFS shall be an independent contractor and shall have responsibility for and control over the details and means of providing the services under this Agreement.

SECTION VI – OWNERSHIP AND MAINTENANCE OF DOCUMENTS

WFS may rely upon the accuracy of any documents provided to WFS by Client. All documents, including without limitation, reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates, schedules, spreadsheets, or other documents furnished by WFS pursuant to this Agreement, regardless of media (e.g., paper, electronic, magnetic, optical, Mylar, etc), are instruments of WFS' services in respect to this Project and not products. All such documents shall be the property of WFS provided, however, that a copy of the final documents shall be made available to Client upon request. These documents are not intended, nor represented to be suitable for reuse by Client or any others on extensions of this Project or on any other project. Any modification or reuse without specific written verification and adoption by WFS for the specific purposes intended will be at user's sole risk.

Client acknowledges that its right to utilize the services and instruments of services of WFS will continue only so long as Client is not in default of the terms and conditions of this Agreement and Client has performed all obligations under this Agreement. Client further acknowledges that WFS has the unrestricted right to use the services provided pursuant to this Agreement, as well as to all instruments of service provided pursuant to this Agreement.

Client agrees not to use or permit any other person to use any instruments of service prepared by WFS, which are not final and which WFS does not sign.

WFS shall be entitled to rely upon, with no obligation to verify, the completeness and accuracy of all information, data, reports, studies, plans and specifications provided by Client or by Client's attorney(s), engineer(s), accountant(s), consultant(s) or employee(s) to Consultant. Client shall make no claim against WFS alleging that WFS should not have relied upon such information provided by Client to WFS.

WFS' records, documents, calculations, test information and all other instruments of service shall be kept on file in legible form for a period of not less than two (2) years after completion of the services covered in this Agreement.

SECTION VII – SUSPENSION OF SERVICES

Client may, at any time, by thirty (30) days' written notice, suspend further performance by WFS. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and WFS shall be paid for all services performed and reimbursable expenses incurred prior to the suspensions date.

SECTION VIII – TERMINATION

Either party may terminate this Agreement at any time by giving thirty (30) days' written notice to the other party of such termination. If this Agreement is terminated as provided herein, WFS will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of WFS covered by this Agreement, less payments of compensation previously made.

SECTION IX – COMPLIANCE WITH LAW

Each party hereto will use reasonable care to comply with applicable laws in effect at the time the services are performed hereunder, which to the best of their knowledge, information and belief apply to their respective obligations under this Agreement.

SECTION X – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the successors and assigns of the parties; but either party, without written consent of the other party, shall not assign it.

SECTION XI – ATTORNEYS' FEES

In the event that any judgment is entered in any action upon this Agreement, the party hereto against whom such judgment is rendered agrees to pay the amount equal to the reasonable attorneys' fees of the prevailing party in such action and that such amount may be added to and made a part of such judgment.

SECTION XII – ALTERNATIVE DISPUTE RESOLUTION

If a dispute arises between the parties relating to this Agreement, the parties agree to use the following procedure prior to either party pursuing other available remedies:

A. A meeting shall be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute.

B. If, within thirty (30) days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will jointly appoint a mutually-acceptable neutral person not affiliated with either of the parties (the "neutral"), seeking assistance in such regard if they have been unable to agree upon such appointment within forty (40) days from the initial meeting.

The parties shall share the fees of the neutral equally.

C. In consultation with the neutral, the parties will select or devise an alternative dispute resolution procedure ("ADR") by which they will attempt to resolve the dispute, and a time and place for the ADR to be held, with the neutral making the decision as to the procedure, and/or place and time (but unless circumstances require otherwise, not later than sixty (60) days after selection of the neutral) if the parties

have been unable to agree on any of such matters within twenty (20) days after initial consultation with the neutral.

D. The parties agree to participate in good faith in the ADR to its conclusion, as designated by the neutral. If the parties are not successful in resolving the dispute through the ADR, then the parties may agree to submit the matter to binding arbitration or a private adjudicator, or either party may seek an adjudicated resolution through the appropriate court.

SECTION XIII – RECORDS

Records of WFS' direct labor costs, payroll costs, and reimbursable expenses pertaining to the Project covered by this Agreement will be kept on a generally recognized accounting basis and made available during normal business hours upon reasonable notice.

WFS' records will be available for examination and audit if and as required.

SECTION XIV – MISCELLANEOUS PROVISIONS

This Agreement is subject to the following special provisions:

A. The titles used in this Agreement are for general reference only and are not a part of the Agreement.

B. This Agreement shall be interpreted as though prepared by both parties.

C. Any provision of this Agreement held to violate any law shall be deemed void, and all remaining provisions shall continue in full force and effect.

D. This Agreement shall be interpreted under the laws of the State of California.

E. This Agreement comprises a final and complete repository of the understandings between the parties and supersedes all prior or contemporary communications, representations, or agreements, whether oral or written, relating to the subject matter of this Agreement.

F. Any notices given pursuant to this Agreement shall be effective on the third business day after posting by first class mail, postage prepaid, to the address appearing immediately after the signatures below.

G. WFS shall not be liable for damages resulting from the actions or inactions of governmental agencies, including, but not limited to: permit processing, environmental impact reports, dedications, General Plans, and amendments thereto; zoning matters, annexations, or consolidations; use or Conditional Use Permits; project or plan approvals; and building permits.

H. WFS' waiver of any term, condition, or covenant, or breach of any term, condition, or covenant, shall not constitute the waiver of any subsequent breach of any other term, condition, or covenant.

I. Client acknowledges that WFS is not responsible for the performance of services by third parties, provided that said WFS has not retained third parties.

IN WITNESS WHEREOF, the parties hereto have accepted, made and executed this Agreement upon the terms, conditions, and provisions above stated, as of the day and year first above written.

WILLDAN FINANCIAL SERVICES

By:  _____
Jason Gray
Title: Vice President
Address: 5500 Democracy Drive, Suite 130
Plano, Texas 75024

CITY OF GLENN HEIGHTS, TX

By: _____
Clifford Blackwell, CGFO, MPA
Title: City Manager
Address: 1938-C S Hampton Road
Glenn Heights, Texas 75154

Exhibit A

SCOPE OF SERVICES

Economic Development Strategy Consulting Services

Proposal

Economic Development Strategy Consulting Services

August 28, 2025



5500 Democracy Drive, Suite 130
Plano, Texas 75024

Primary Point of Contact:

Jason Gray, Vice President

Email: JGray@Willdan.com; Tel #: (972) 378-6588

1. Table of Contents

1.	Table of Contents.....	ii
1.	Transmittal Letter	3
2.	Firm Information.....	1
	Willdan Firm Profile	1
	Willdan Unique Experience, Resources, and Capabilities	2
3.	Experience and Qualifications of Key Personnel	4
	Staffing Plan	4
	Project Team Continuity	5
	Project Team Availability	5
	Resumes.....	5
4.	Relevant Experience.....	10
	Recent & Similar Projects.....	10
5.	Subcontractors.....	15
	The Metts Group.....	15
6.	Project Understanding and Approach.....	16
	Project Understanding	16
	Approach and Methodology	16
	Proposed Scope of Work	17
	Client Responsibilities	20
7.	Project Schedule	20
8.	Pricing.....	22
	Hourly Rates.....	22
9.	Statement of Legal Standing	23

1. Transmittal Letter

August 28, 2025

Mr. Clifford Blackwell, CGFO, MPA
City Manager
City of Glenn Heights
7008 South Rive Avenue
Glenn Heights, TX 77401

Re: *Proposal for Economic Development Strategy Consulting Services*

Dear Mr. Gross:

On behalf of Willdan Financial Services (Willdan), thank you for the opportunity to introduce our team and present our qualifications to support the City of Glenn Heights in Economic Development Consulting Services. We are enthusiastic about the opportunity to work with the City, building on our past real estate and economic development projects in the region to help chart a resilient path forward.

Willdan understands the importance of aligning land use, fiscal planning, and business engagement to craft actionable economic strategies. As a multidisciplinary team with expertise in economic development, real estate economics, and municipal finance, we take pride in helping cities like Glenn Heights create implementable plans that reflect community values and market realities.

The Willdan team—led locally from our Plano, TX office—will serve as an extension of the City’s staff, applying a tailored, collaborative approach grounded in the following principles:

- **Business-Driven Engagement:** Our process begins by listening. We engage business owners, real estate stakeholders, and community partners early to ensure strategies respond to real needs and opportunities.
- **Strategic Partnerships:** We identify, strengthen, and leverage strategic partnerships with the development and broker community to catalyze business attraction and reinvestment in priority areas.
- **Proven Experience:** Willdan offers extensive experiencing in developing and implementing effective economic development strategies for communities throughout Texas and across the U.S. Our recent engagement with the City of Lancaster, TX resulted in a comprehensive economic development plan tailored to the city’s unique needs and growth objectives. We maintain an established consulting relationship with the City of Glenn Heights, where we provide utility rate services. Our planning expertise frequently focuses on urban corridor revitalization and retail attraction, addressing the unique challenges and opportunities these areas present.
- **Practical Implementation:** Every recommendation in our EDSP will be grounded in financial feasibility and implementation capacity, ensuring Glenn Heights can take confident steps from planning into action.

We appreciate the opportunity to once again partner with the City of Glenn Heights and look forward to contributing our skills, insight, and energy to this exciting next chapter. As Vice President, I, Jason Gray am authorized to bind the firm. Ms. Molly McKay, who will serve as Project Manager, is authorized to represent Willdan regarding this submittal. Please contact me at jgray@willdan.com or Molly at mmckay@willdan.com to discuss any aspect of our qualifications or to arrange an interview with our team.

We look forward to the opportunity to collaborate with the City of Glenn Heights on this important engagement.

Contact Information	
Managing Principal of Plano, TX Office Project Director	Managing Principal & Project Manager
Jason Gray, MPSA 5500 Democracy Drive, Suite 130 Plano, Texas 75024 Office: (972) 378-6588 Cell: (469) 396-9640 Email: JGray@Willdan.com	Molly McKay, MA, CEcD 5500 Democracy Drive, Suite 130 Plano, Texas 75024 Office#: (800) 755-6864 Cell#: (202) 510-0511 Email: MMcKay@Willdan.com

Sincerely,

Willdan Financial Services



Jason Gray
Vice President / Managing Principal



Molly McKay
Managing Principal



2. Firm Information

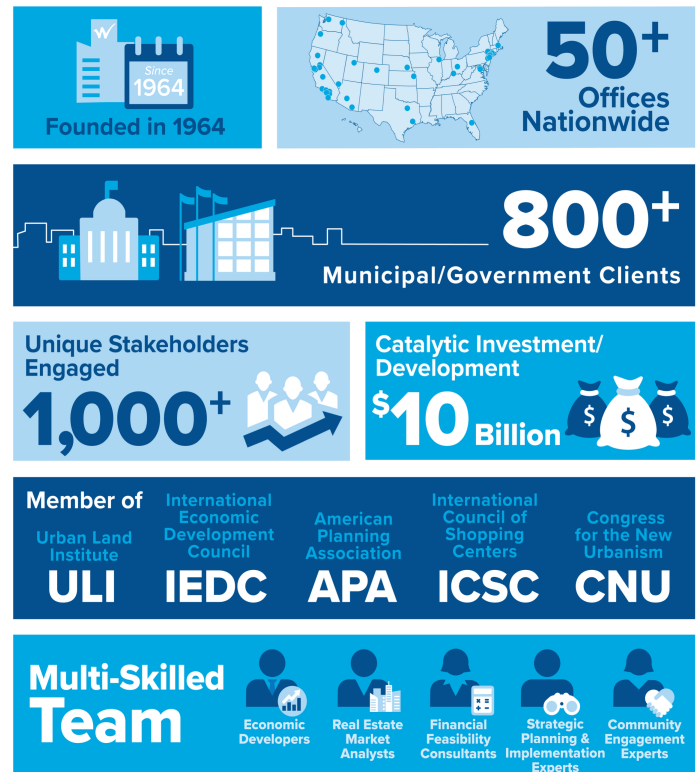
Willdan Firm Profile

Willdan Group, Inc. (Willdan/WGI) was founded in 1964 as an engineering firm working with local governments. Willdan has evolved to become a leading nationwide provider of professional technical and consulting services to utilities, government agencies, and private industry. Willdan's service offerings span a broad set of complementary disciplines that include electric grid solutions, energy efficiency and sustainability, engineering and planning, and municipal financial consulting. For additional information, visit Willdan's website at www.willdan.com.

Willdan's approximately 1,600 team members serve clients in more than 50 offices across the United States. Team members include nationally recognized subject matter experts for all areas related to connected, resilient, and progressive communities. Willdan has added economic, strategic, and operational value for communities by delivering industry-leading solutions that address changes in resources, infrastructure, technology, regulations, and industry trends and positively transform government and commerce.

Willdan Financial Services

Established in 1988, Willdan Financial Services, an operating division within Willdan, is one of the most experienced public sector economic and financial analysis consulting firms in the United States. Willdan has assisted over 800 public agencies to successfully navigate a broad range of economic, redevelopment, real estate, infrastructure, and financing initiatives.



Willdan Financial Services

Areas of Expertise

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ Business retention and expansion program development ▪ Development impact fee establishment and analysis ▪ Economic development strategic plans ▪ Entrepreneurial business incubation support ▪ Financial feasibility studies ▪ Fiscal and economic impact analysis ▪ Funding and implementation planning ▪ GIS Mapping ▪ Infrastructure CIP planning ▪ Marketing and communications strategies ▪ Multifamily housing development strategies | <ul style="list-style-type: none"> ▪ Municipal advisory services ▪ Public-Private Partnerships ▪ Real estate market analysis and advisory services ▪ Redevelopment/revitalization implementation ▪ Special district administration and formation services ▪ State/Federal grant writing and program management ▪ Target industry attraction strategies ▪ Tax increment finance district formation and amendment ▪ User fee studies and cost allocation plans ▪ Utility rate and cost of service studies |
|--|---|

Willdan Unique Experience, Resources, and Capabilities

Extensive Experience

Willdan Financial Services advises governments throughout the United States about market opportunities, project and financial feasibility, real estate economics and development policy, redevelopment, public-private partnerships, economic development, and business attraction/retention/expansion. Our clients include public agencies, private firms, and not-for-profit institutions. ***Willdan understands the public sector's policy objectives, private sector return on investment requirements, and the political public decision making process.***

We serve all levels of government and collaborate with government staff, constituents, developers, officials, and other professional services firms. We work side-by-side with staff to extend the capacity of economic and redevelopment functions and move initiatives from planning to implementation. Willdan has earned a notable reputation for technical excellence, cost-effectiveness, and client responsiveness in providing superior consulting services for 60 years.

Financial and Economic Development Practice



**Economic
Development
Strategic Planning
& Visioning**



**Smart Cities/
Renewable Energy
Infrastructure
Financing**



**Fiscal &
Economic Impact
Analysis**



**Redevelopment
Analysis &
Strategy**



**Real Estate
Advisory Services
& Market
Analysis**



Public Finance

Proven Success

Willdan has a successful record of economic development achievement working primarily with cities, towns, counties, and special districts, as well as select private firms and not-for-profit institutions, throughout the United States. We are successful in leading projects that require a high-level of organization and attention to detail, working with numerous entities (staff, community stakeholders, organizations, other consulting firms, etc.) to complete outlined tasks. The proposed Project Manager, Principal-in-Charge, and Principal Consultant have collaborated on more than 50 similar engagements over the past 12 years.

Willdan offers a tight-knit, cohesive working group.

Project Leads

Jason Gray, MPSA, serves as the Managing Principal of Willdan's Plano, TX office and will serve as the Project Director for this engagement. Jason led Glenn Heights's recent utility rate study project and is a former City Manager in the fast-growing Texas communities of Celina and McKinney as well as a former Assistant City Manager in Frisco, Texas. In these executive city staff roles for 15 years and as a consultant to cities for the past 11 years, Jason has gained extensive experience in redevelopment and business attraction and has a proven track record of helping cities maximize their economic potential. As Project Director, Jason will serve as the City's primary point of contact, lead facilitation of workshops, support the City's ongoing economic development implementation efforts, and provide local insight and support to Molly McKay in the development of all strategies.

Molly McKay, CECD, MA, has more than 30 years of experience in a variety of economic and workforce development, downtown urban revitalization, and public-private partnership facilitation roles. Molly's mindset and workstyle are driven by community connection, collaboration, and innovation. As Project Manager, Molly brings her extensive economic development and real estate activation skills and experience to the project team, leading technical analysis and implementation plan recommendations. Molly will serve as a secondary point of contact for this engagement.

Willdan Firm Culture and Community Investment

What We're About

Willdan's culture blends the stability of an established organization anchored by a 60-year history serving local governments with the entrepreneurial spirit of an innovative and growing company.

We thrive in creative, collaborative, and entrepreneurial settings where we roll up our sleeves and work side by side with staff to gather the metrics needed to shape policy decisions and build consensus around the allocation of limited public resources. Our mindset is driven by our internal motivation to help communities strategically evolve and thrive in all circumstances, including challenging times of uncertainty, resource constraints, and aging infrastructure.

We design and deliver proven solutions to improve resiliency in:

- Economic Development & Real Estate
- Energy/Sustainability
- Engineering
- Program Administration
- Public Finance
- Software, Emerging Technology, and R&D

Willdan lives at the intersection of market and policy, helping to build consensus between the economics of development and the needs of communities.

We serve public and private clients to structure successful strategic partnerships grounded in market-driven real estate analytics and inclusive economic

Willdan has delivered industry-leading engineering, energy, and financial solutions that have transformed government and commerce – having served more than 800 municipal, small business, healthcare, hospitality, and education clients nationwide. Willdan sets the standard for success in our industry with our experienced team of thought leaders, our support system for mentorship and growth within our company, and our focus on innovation to address tomorrow's challenges.

In addition to delivering outstanding results for clients, we also prioritize building meaningful professional relationships internally and externally, encouraging wellness/wellbeing, and engaging in community events and volunteer work in support of many organizations and a variety of worthy causes.

Willdan's Approach to Economic Development

Willdan Financial & Economic Consulting Services approaches economic development strategic planning with a strong emphasis on business engagement, fiscal sustainability, and implementation-ready strategies. We believe that successful plans are built not just on data, but on relationships—with local businesses, property owners, and development partners who shape a community's economic future.

Our philosophy centers on forging strategic partnerships between the public and private sectors to align investment with community priorities. Through targeted outreach, clear communication, and practical tools, we help cities activate their commercial areas, strengthen their local economies, and build the internal capacity to sustain economic growth over time.

3. Experience and Qualifications of Key Personnel

Our management and supervision of the project team is very simple: staff every position with experienced, capable personnel in sufficient numbers to deliver a superior product, on time and on budget. With that philosophy in mind, Willdan has assembled a senior level project team to serve the City through this engagement.

Staffing Plan

Project Team		
Subject Matter Expert	Project Roles	Responsibilities
Jason Gray, MPSA Vice President	Primary Point-of-Contact & Economic Development Lead	- Client Satisfaction, Flow of Communication, and Task Oversight - Stakeholder Outreach, Meetings, Workshops, and Presentations (Lead Facilitator) - Organizational framework recommendations - Draft/Final Project Deliverables (QA/QC Review)
Molly McKay, CEcD, MA Managing Principal	Project Manager & Economic Development Lead	- Stakeholder Outreach Plan, Meeting Facilitation, Workshops, and Presentations (Facilitator) - Developer/Broker and Business Stakeholder Outreach - Draft/Final Project Deliverables (Lead Author)
Carlos Villarreal, MPP Principal Consultant	GIS & Economic Profile Data Collection Lead	- Demographic and Economic Analysis (Costar, ESRI Business Analyst, & Placer.ai Data) - Economic Development Asset Mapping (GIS)
Akash Patel Analyst	Project Analyst	Data collection and analysis support
SUBCONSULTANT		
Alivia Metts, MUP Lead Economist The Metts Group	Target Industry Attraction Advisor	- Business Community Outreach - Business Gap Analysis Research - Implementation Plan recommendations

Project Team Continuity

Jason has been chosen to serve as the Project Director and main point of contact with the City due to his extensive experience in helping cities to maximize their economic potential. As Project Director, he will lead Willdan's core team of himself, Molly McKay, Jason Gray, and Carlos Villareal, ***who have worked together as a cohesive team for 9 years; their established and collaborative working relationship will provide seamless continuity in staffing throughout this project.***

Molly, Jason and Carlos have been a part of Willdan and worked as a cohesive team for 9 years

Project Team Availability

The Willdan team is affirming our commitment and availability to begin the City of Glenn Heights engagement upon contract execution.

Willdan Financial Services is proposing a team of seven experienced and qualified economic development professionals to the City of Glenn Heights's Project engagement. In addition to the individuals assigned to this project team, Willdan's Financial Consulting Services group is composed of a team of over 30 professionals who could be utilized as necessary or as their particular experience may enhance our efforts. While each member of the key project team currently has work in progress with other clients, the workload is at a manageable level with sufficient capacity to meet the needs of the City specific to the schedule and budget for this engagement.

Willdan as a whole is composed of approximately 1,600 employees, including a cadre of public finance experts. As needed, the team can recruit additional, qualified individuals from our employee roster to assist with the completion of this engagement to deliver the final materials on time and within budget. We do not anticipate staffing changes during the course of the project, however, should the situation arise, any change in team members will be discussed with and approved by the City prior to the change being made.

Resumes

Resumes for Willdan's project team are presented on the following pages.



Jason D. Gray, MPSA

Vice President / Managing Principal

With over 26 years of combined city staff and municipal consulting experience and an extensive knowledge base developed over his tenure in an array of communities, Jason Gray is well versed in the issues facing local governments. After his departure from city-staff public service, Mr. Gray has continued to support cities, counties, and public agencies as Vice President and Managing Principal with Willdan Financial Services and previously as President and CEO of the J^DGray Group, which he founded to continue his dedication to seeing local governments thrive.

Education

*Master of Public Service
Administration, George
Bush School of Government
& Public Service at Texas
A&M University*

*Bachelor of Arts in Political
Science, Minnesota State
University at Moorhead*

*Certification in Mediation &
Dispute Resolution*

Areas of Expertise

Executive-level reporting

*Texas Special District
Feasibility, Formation, and
Administration*

*Data storytelling to enhance
decision support*

Strategic Planning

Financial Forecasting

Utility Rate Analysis

Economic Impact Analysis

*Economic Development
Negotiations*

*Financial Impacts of
Municipal Growth*

Bond Rating Optimization

Expert Witness Testimony

26 Years' Experience

Mr. Gray has led over 200 municipal projects in a wide variety of services. Some of his projects include financial and economic impact analyses of growth and development (including special districts), utility rate studies, long-term financial plans, governing body workshop facilitations, city and county-wide strategic plans, and designing and delivering servant-leadership development programs.

Select Project Experience

- **Frisco, Texas | Lead Negotiator and Project Manager** | Multi-decade 2,100-acre mixed-use development projected to deliver over \$3 billion in direct value growth
- **Frisco, Texas | Lead Negotiator and Project Manager** | Private/Public partnership to develop high-profile 14-acre high-rise office, lifestyle food and beverage, and full-service hospitality tract with over \$600 million direct investment
- **Aubrey, Texas | Negotiation Team and Project Manager** | Foundational residential development incorporating a Public Improvement District (PID) and Tax Increment Reinvestment Zone (TIRZ) to drive construction quality and neighborhood livability
- **Gunter, Texas | Negotiation Team and Project Manager** | Renegotiation of a residential development agreement to comprehensively benefit the community, future residents, and the developer using a PID and TIRZ
- **Lakeland, Florida | Servant Leadership Development Program Design and Facilitation** | Developed and presented multi-day workshops for senior leaders focused on the principles and practices of servant leadership
- **Rio Grande Valley Metropolitan Planning Organization | Guidance and Governance Workshop Facilitation** | Prepared and delivered an annual governance workshop for the newly merged RGVMPO to enhance decision-making ability and build cross-community collaborations
- **Missouri City, Texas | Strategic Plan Development** | Aligned focus areas, goals, objectives, and measures from a myriad of separate plans into a comprehensive strategic plan and execution guide
- **Hutto, Texas | Governance Workshop Facilitator** | Following on strategic planning work, conducted multiple workshops with City Council and appointed boards and commissions to align vision and clearly establish roles
- **Bismarck, North Dakota | Strategic Plan Update** | Included over 7% of the community participating in an enhanced community engagement effort
- **Hutto, Texas | Strategic Plan Development** | Community visioning, goal alignment, and execution processes and procedures for this fast growth, central Texas community



Molly McKay, CEcD, MA

Managing Principal – Willdan

Ms. Molly McKay possesses 30 years of economic policy and planning experience providing consulting services to public and private clients. Molly frequently serves as an economic advisor to municipalities, investors and developers, engineering firms, nonprofit organizations, and others throughout project feasibility, financing, and implementation.

In this advisory role, Molly conducts research and scenarios testing to evaluate real estate market and economic conditions, measure the public costs and benefits of innovative financing and incentive mechanisms, and provide strategic real estate development planning support services to inform economic development policy frameworks. She designs and develops custom-built multivariate financial, fiscal and economic modeling tools, industry cluster analyses, local and regional economic competitiveness benchmarking, project management plans, case studies, best practices, evaluation summaries, and project implementation, monitoring and reporting plans. Molly has more than 20 years of experience integrating arts, culture and placemaking strategies into planning and redevelopment strategies. Recent research focuses on the following:

- Placemaking and Infrastructure Program formation
- Downtown retail mixed use urban infill redevelopment planning
- Multi-use community facility (i.e., “Libraries of the Future”) development strategies
- Market Rate Workforce Development Accelerator Program Formation

Before joining Willdan, she was a senior associate of the Economic Policy and Planning Practice of AECOM Economics (formerly Economics Research Associates) from 2003-2012; a manager in the Real Estate Consulting and State & Local Tax Practices of Ernst & Young (1997-2002), and program coordinator, ULI-the Urban Land Institute’s International and Advisory Services (1995-1997) and the International City/County Management Association (ICMA) in Washington, DC (1992-1995). Molly serves ULI-the Urban Land Institute as Redevelopment & Reuse Council Chair, DEI Vice-Chair, Washington’s Regional Land Use Leadership Institute Planning Committee Member, and Housing Impact Task Force Subcommittee Chair.

Select Project Experience

- **City of Paso Robles, CA** – Economic Development Strategic Plan and Spaceport Innovation Corridor Formation
- **City of Pleasanton, CA** – Economic Development Strategic Plan and Life Sciences and Biotechnology Attraction Strategy
- **City of Cudahy, CA** – Economic Development Strategic Plan
- **City of Little Rock, AR** – Rock Region METRO, TOD Market & Feasibility Study
- **City of Jacksonville, FL** – DIA, Downtown Market Feasibility Analysis
- **City of Lancaster, TX** – Economic Development Strategic Plan
- **City of Miramar, FL** – Economic Development Action Plan
- **City of Pembroke Pines, FL** – Economic Development Strategic Plan
- **City of Tamarac, FL** – Economic Development Strategic Plan
- **City of Taylorsville, UT** – Commercial Center BRT Master Planning/Revitalization Initiative
- **City of Tucker, GA** – Economic Development Strategic & BREP Plan
- **City of Fort Lauderdale, FL** – Economic Development Strategic Action Plan

Education

*Master of Arts (Honors),
International Politics &
Economics Fulbright
Scholar, University of
Exeter, Devon, UK*

*Bachelor of Arts (Honors),
University of Kansas*

*Study Abroad: University
of Law, Economics &
Political Science, Aix-
Marseille III, Aix-en-
Provence, France and the
Guadalajara Language
Institute, Mexico*

*Post-Graduate Studies:
Real Estate Finance &
Investment, Johns
Hopkins University Cary
Business School,
Washington, DC*

Accreditation

*Certified Economic
Developer (CEcD),
International Economic
Development Council*

*Certification in Social
Science Research
Methodology, University
of Exeter, Devon, UK*

Professional Affiliations

*American Planning
Association (APA)*

*Congress for New
Urbanism*

*International Economic
Development Council
(IEDC)*

*ULI – the Urban
Land Institute*

30 Years’ Experience

Carlos Villarreal, MPP

Principal Consultant – Willdan



Education

Master of Public Policy,
Goldman School of Public
Policy, University of
California, Berkeley

Bachelor of Arts,
Geography, University of
California, Los Angeles;
Minor in Public Policy and
Urban Planning

Areas of Expertise

Fiscal Impact Analyses

Development Impact Fees

Public Facilities
Financing Plans

GIS Analysis

18 Years' Experience

Mr. Carlos Villarreal, a Financial Consulting Group Principal Consultant, possesses extensive experience documenting nexus findings for development impact fees, preparing capital improvement plans, facilitating stakeholder involvement, and analyzing the economic impacts of fee programs. He has supported adoption of fee programs funding a variety of facility types, including, but not limited to, transportation, parks, library, fire, law enforcement and utilities.

Select Project Experience

MNCPPC, MD – Prince George's Plan 2035 (Evaluation 2019): Carlos served as the economic analyst and GIS specialist on MNCPPC's Plan 2035's evaluation of progress against goals related to Countywide "Indicators of Success." Willdan created a demographic and economic benchmarking dashboard to measure the success of key indicators and growth management goals.

City of Pleasanton, CA – Economic Development Strategic Plan: Carlos has been instrumental in the development of the economic model. He is serving as the economic analyst and has led the data collection and analysis.

City Paso Robles, CA – Economic Development Strategic Plan: Carlos served as the lead economic analyst for the Paso Robles Economic Development Strategic Plan and Spaceport Innovation Corridor Development Strategy, he was instrumental in model development and in leading the GIS data collection for analysis.

City Lancaster, TX – Economic Development Strategic Plan: Carlos served as the GIS and economic analyst, his primary responsibilities were data collection, GIS analysis and economic analysis. He was also involved in the development of the economic model.

City of Pinellas Park, FL – Economic Development Strategic Plan: Carlos' primary responsibility was the development of the economic model. He served as the economic analyst and GIS specialist and led the data collection and analysis.

City of Jacksonville, FL – DIA, Downtown Market Feasibility Analysis: Carlos served as the economic analyst and was responsible for data collection and analysis. He was the primary for the development of the economic model.

City of Pembroke Pines, FL – Economic Development Strategic Plan: Carlos served as the economic analyst and was responsible for data collection, GIS analysis and economic analysis. He provided guidance on the development of the economic model.

City of Waco, TX – Comprehensive Plan Fiscal Impact Analysis: Carlos was the lead financial analyst in the preparation of a fiscal analysis that examined the implications of the City's most recent Comprehensive Plan. To test the fiscal sustainability of the Comprehensive Plan, Willdan formulated prototype developments that captured the fiscal implications of several development patterns. The analysis measured the fiscal costs (such as police services) and revenues (such as property taxes) generated by development, with a range of development variables including development type and geographically specific policies (such as residential tax abatements in targeted areas).

Alameda Point Development Corporation, CA – Alameda Point Conceptual Financing Plan: Carlos served as the financial analyst for the Alameda Point Development Corporation on a number of assignments related to the financing of infrastructure at Alameda Point, the feasibility of development, the financing of services, fiscal impacts and mitigation, and selection of developers.



Alivia Metts

Principal Economist – The Metts Group

Ms. Alivia Metts is the founder of The Metts Group. She has over 21 years of experience in helping communities thrive. Her insightful economic and demographic analyses guide decision makers in economic and commercial development as well as transportation and community development. Alivia has worked in both the public and private sectors. She focuses on the special needs of communities and has performed economic analysis across all industries for businesses, governments, urban renewal agencies, and economic development agencies. Her projects have run the gamut from convening stakeholders to planning commercial and industrial parks through economic feasibility and market analyses. Alivia works with colleagues across the country to complement her expertise and services.

Most recently, Alivia served as the Target Industry Attraction lead as a subconsultant to Willdan on seven completed Economic Development Strategic Plans throughout the United States and locally on the MNCPPC Prince George's Plan 2035 Economic Analysis (2019). Alivia is currently serving the Prince George's County Workforce Development Board as their Chief Economist. These tasks include reviewing existing data tools provided by Employ Prince George's, gathering and compiling data for various workforce development efforts, and providing end-product reports and spreadsheets to facilitate data dissemination in an outward-facing format. In this role, Alivia provides economic planning and analysis services to various Employ Prince George's staff and Board members.

Select Related Experience

Economic Development. Alivia has worked with economic development organizations across the country in supporting their strategic efforts to foster economic resiliency. From Comprehensive Economic Development Strategy updates to industry cluster analyses and workforce gap analyses, she has led numerous efforts that have spurred policy change and spearheaded pivotal economic development efforts to help communities thrive.

Economic Impact Assessments. The Metts Group provides a variety of economic impact assessments to inform and guide the decision-making process for communities, businesses, governments, and economic development agencies. As a result, many communities, businesses, and organizations were able to obtain additional funding or permitting justifying expansion efforts or existence. Some impact studies conducted included subdivision development, community center, urban renewal agencies and community health clinics, as well as the direct, indirect, and induced impacts to the overarching mining, timber, aerospace, tourism, and health care industries. This solid foundation of research has informed the methodology used to help balance fiscal, social, and economic factors.

Market Feasibility Assessments. Developers, business owners, bankers and aspiring entrepreneurs lean on the expertise of The Metts Group to perform initial market feasibility analysis and assessment for potential projects. Assessments include demographic analysis, potential target markets and projected industry employment related to site development, subdivision developments, storage unit facilities, medical office, and aerospace industry users. Alivia also conducts industry cluster analyses as well as comprehensive industry reports, including supply chain analysis for target marketing.

Demographic Analysis. The demographic analysis conducted by The Metts Group has been used in decision-making processes. Our work on in- and out-migration broken down by timeframe, age group, industry and labor force participation rates has guided statewide projections as well as provided businesses, economic development organizations, and developers the tools to take a more targeted approach and make informed decisions.

Education

*Bachelor of Arts,
Economics,*

University of Michigan

*Associate of Business
Administration, Oakland
Community College*

Areas of Expertise

Demographics

*Economic Impact
Analysis*

Market Feasibility

GIS Analytics

21 Years' Experience

4. Relevant Experience

Recent & Similar Projects

The following is a representative listing of clients, illustrating the experience and capabilities with similar projects related services to successfully fulfill the proposed scope of work. While the RFP requests three project examples with report links, we have provided four to demonstrate the breadth of our experience in Texas (note that the Lancaster, TX plan is not publicly available).

City of Lancaster, TX

Economic Development Strategic Plan

Willdan was retained by the City of Lancaster's Department of Economic Development to formulate an Economic Development Strategic Plan including a review and prioritization of six pending Master Plans.

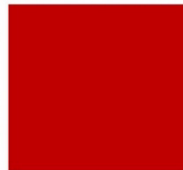
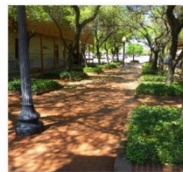
The objective of the plan is to create a growing tax base for the community of Lancaster through new business development, existing business retention and job creation, ensuring a financially sustainable City government and enhancing the overall quality of life for the citizens of Lancaster. Willdan conducted a detailed demographic, economic and real estate market analysis to evaluate the feasibility of new retail, industrial, hotel, office, and residential development in the City and to benchmark existing conditions against the site selection requirements of each sectoral target.

To achieve the City's economic development goals and objectives, Willdan conducted stakeholder interviews with real estate developers, brokers, retail tenants and others to collect key data that would serve to inform the City's marketing and branding plan to retain and attract business investment activity in the City. The implementation plan provided detailed action items and milestones to:

- Continue to Market Sites & Successes
- Promote Pro-Growth/Pro-Business Culture
- Collaborate with Regional Strategic Partners
- Implement Incentives Program Enhancements (Land Bank/TIF)
- Implement Marketing & Branding Plan

Project Successes: T

The Director of Economic Development implemented the Industrial Business Retention & Expansion Program. Lancaster reported the highest deal volume in 2020 with nearly 500 new jobs in 2021 and nearly 2,000 future jobs in development.



Services

- Stakeholder & Public Engagement
- Real Estate Analysis & Public-Private Partnership
- Fiscal/Economic Impact Analysis
- Market Analysis
- Economic, Workforce & Demographic Analysis
- Potential Development Scenarios
- Retail Attraction

Client Contact

Shane Shepard, Director of Economic Development

Tel #: 972-218-1300 | Email: msshepard@lancaster-tx.com

Project Dates

2017 –2019

Report Link

Not Available to Public

Project Manager

Molly McKay

Willdan Team staff to illustrate our experience in economic development consulting services as required by the RFP.

City of Paso Robles, CA

Economic Development Strategic Plan



Willdan was retained by the City of Paso Robles' Office of the City Manager to formulate an Economic Development Strategic Plan to implement the City Council's 2022-2024 Adopted Goal 1: Economic Vitality.

The overarching objectives of this policy initiative are to protect the City's current wine and tourism industries while also diversifying the economy by establishing a new Spaceport Innovation & Business Park.

The Action Plan is structured to create a new Business Retention & Expansion (BRE) Program to catalyze implementation of several new policies, programs and initiatives:

- Existing sector protection: wine, tourism and Downtown Core
- New industries to attract: Spaceport Innovation & Technology Park Development
- Commercial vitality: underutilized shopping centers (Citywide) and North Paso Robles (Spring Street Corridor)
- Gateways, wayfinding, and placemaking improvements
- Unlocking underutilized/untapped value: Paso Robles Municipal Airport land
- Mitigating barriers to economic development: Technology sector outreach strategy, multifamily housing construction, City-led childcare development program

Services

- Stakeholder Engagement: Industry-Focused Surveys, Workshops & 1:1 Interviews
- Economic, Workforce & Demographic Analysis
- Industry Cluster Analysis & Target Sector Recommendations
- Spaceport & Innovation Corridor Development Strategy
- Wine & Tourism Industry Economic Impact Analysis
- Multifamily Rental, Industrial, Retail/Dining/Entertainment Market Analysis
- Economic Development Focus Area Mapping
- Implementation & Funding Plan

Report Link

<https://www.prcity.com/DocumentCenter/View/38220/5-year-Economic-Development-Strategic-Plan>

Project Manager

Molly McKay

Project Dates

2023 – 2024

City of Pleasanton, CA

Economic Development Strategic Plan



Economic Development Strategic Plan

Final Draft

June 2023



To address changing economic conditions since the COVID-19 pandemic and recovery, the City of Pleasanton Economic Development Division retained Willdan to formulate an updated Economic Development Strategic Plan ("Action Plan").

The Plan built consensus with City Leadership and local business owners, developers, brokers and the community around allocation of the City's economic development resources to make tangible progress on the following primary goals over the next five years:

- Local Revenue Growth
- Life Sciences/Biotech Attraction
- Business Retention & Expansion
- Retail Revitalization

The Plan includes specific recommendations to create a new zoning overlay that will allow light industrial / manufacturing facility properties to build a combination of office, labs, manufacturing, and warehousing/distribution uses by right. The initiative addresses the need to accelerate redevelopment of existing space to meet pent up demand for biotech and life sciences users.

This economic development effort leverages the wealth of strategic recommendations from prior City investments in urban design, planning, and real estate market analysis, as well as focused input from the Economic Vitality Committee and other business community stakeholder interviews, to distill these ideas into specific action steps guiding City staff and strategic partners.

Project Successes

The City of Pleasanton's City Council formally adopted the Action Plan in June 2023. The Plan created a Citywide Retail and Tenant Support Program under Key Initiative 1.0 – Local Revenue Growth. This initiative includes creation of a new full-time staff position to focus on maintaining a retail inventory and formalizing the City's approach to retail recruitment.

Services

- Demographic & Market Analysis
- Real Estate Market Analysis
- Collaboration with the Tri-Valley Economic Vitality Committee
- Draft Implementation Plan Work Sessions with Business Leaders, Developers & Pleasanton Downtown Association
- Economic Assets Report & Custom GIS Mapping
- Draft Economic Development Microsite & Print Marketing Collateral

Report Link

https://www.dropbox.com/sc/fi/ch4cpntuxkf48rz2nxz8/Pleasanton-CA-EDSP-Econ-Profile-2023_Adopted-Willdan.pdf?rlkey=qin17p0lnrov5bi5m6ai67iif&dl=0

Project Manager

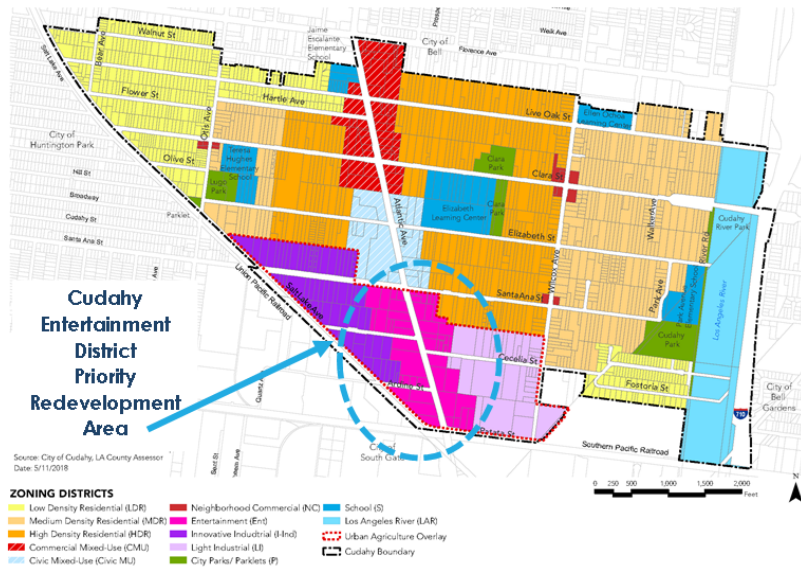
Molly McKay

Project Dates

2022 - 2023

City of Cudahy, CA

Economic Development Strategic Plan



The City of Cudahy retained the consulting team of Willdan Financial Services to undertake a retail market analysis and redevelopment strategy. The objective of the market analysis is to identify development constraints and opportunities related to Atlantic Avenue, the City's primary commercial thoroughfare.

Through a series of planning initiatives from 2018 to 2022, the City of Cudahy identified the need to focus community and economic development resources on the revitalization of Atlantic Avenue as the City's primary commercial tax generator.

Community feedback collected through surveys, workshops, and other mechanisms supports the redevelopment concept defined by the City's zoning code amendment that designates the southern quadrant of Atlantic Avenue as an Entertainment District to serve as a regional and community gathering hub. Today, Atlantic Avenue is a fragmented regional thoroughfare with underutilized, disinvested industrial uses, scattered fast food establishments, and adequately performing Class B/C commercial shopping plazas.

With intentional urban infill redevelopment activity and a revitalized community identity, the City of Cudahy will catalyze much needed commercial development and capture a greater "fair share" of regional spending and tax revenue going forward.

Project Successes:

The City of Cudahy's City Council formally adopted the EDSP in Sept 2023. The Plan created Quality of Life Attraction Strategy to link the City's retail/dining/ entertainment objectives to the disposition of several successor agency sites.

Services

- Stakeholder Engagement
- Real Estate Market Analysis
- Incentives Analysis
- Demographic & Market Analysis
- Economic Development SWOT Community Workshop
- Draft Implementation Plan Work Sessions with City Planning Commission
- Custom GIS Mapping
- Draft Economic Development Microsite & Print Marketing Collateral

Report Link

https://www.dropbox.com/scl/fi/ei8et0bl61phl9v4ponmb/Cudahy-CA_EDSP_2023_09_05_Council-Adoption.pdf?rlkey=t13cfiewfvrwSuk5hvzagdyn2&dl=0

Project Manager

Molly McKay

Project Dates

2022 - 2023

Additional Relevant Experience

Economic Development Strategic Planning

- Economic Development Strategic Plan – City of Cudahy, CA
- Economic Development Strategic Plan – City of Greenbelt, MD
- Economic Development Strategic Action Plan – City of Lancaster, TX
- Economic Development Strategic Action Plan – City of Miramar, FL
- Economic Development Strategic Plan – City of Paso Robles, CA
- Economic Development Strategic Plan – City of Pinellas Park, FL
- Economic Development Strategic Plan – City of Pleasanton, CA
- Economic Development Strategic Plan – City of Pembroke Pines, FL
- Tamarac Economic Development Strategic Action Plan – City of Tamarac, FL
- Economic Development Strategic Plan – City of Tucker, GA

Additional Texas Experience

- Comprehensive Utility Rate Study – City of Glenn Heights, TX
- Downtown Austin Retail Revitalization Strategy, Downtown Austin Alliance - City of Austin, TX
- Community Strategic Plan and Implementation Guide –City of Bismarck, ND
- Hall Office Park Redevelopment Analysis and Strategy – City of Frisco, TX
- McKinney National Airport Redevelopment Strategy – City of McKinney, TX
- Community Strategic Plan and Implementation Guide – City of Missouri City, TX
- Community Strategic Plan and Implementation Guide – City of Hutto, TX
- Sales Tax Impact Analysis, Audit, and Reporting – City of Frisco, TX
- Vision and Values Workshops and Stakeholder Engagements – City of Argyle, TX
- Frisco Pennant Park Development Strategy and Negotiation – City of Frisco, TX
- Fields of Frisco Economic and Community Development Strategy and Negotiation – City of Frisco, TX
- Economic Development and Sales Tax Impact Analysis – City of Provence, TX
- Sales Tax Revenue Analysis and Financial Modeling, Denton County Transportation Authority – City of Lewisville, TX
- Waco Comprehensive Plan Fiscal Impact Analysis – City of Waco, TX

Real Estate Advisory Services and Market Analysis

- Alameda Point Conceptual Financing Plan - Alameda Point Development Corporation, CA
- Downtown Jacksonville Investment Authority Market Feasibility Analysis – City of Jacksonville, FL
- Real Estate Market and Financial Feasibility of a Multi-Use Redevelopment – Department of Economic Development, Isle of Wight County, VA
- River Cities Travel Center | Market & Feasibility Study – Rock Region METRO, City of Little Rock, AR
- Commercial Center BRT | Master Planning + Revitalization Initiative – City of Taylorsville, UT
- Prince George’s Plan 2035 Economic Evaluation - MNCPPC/Prince George’s County, MD
- Alondra Blvd Cost Benefit Analysis - City of Paramount, CA
- Agribusiness Park Feasibility Study | Market & Economic Update - Erie County, NY

5. Subcontractors

The Metts Group



Research. Analysis. Insight.

The expertise at The Metts Group reflects the understanding of communities, the economy, and market opportunities through a wide array of services providing businesses, developers, government agencies and other entities the tools to make informed decisions.

Research

Informed Research: Each of our projects is underwritten with sound research. We dig deeply to understand your community in both qualitative and quantitative ways. Grass-roots outreach and the most up-to-date economic and demographic data inform our research process. Only then can we determine how a project will change the lives of current and future stakeholders.

Analysis

In-depth Analysis: This solid foundation of research now informs the methodology we use to help you balance fiscal, social, economic, and environmental factors. Count on an in-depth analysis that delivers a high level of detail and insight. We assess the direct and indirect impact of a project on your community as well as recommend the means to mitigate any adverse effects.

Insight

Insider Insight: What sets our research and analysis apart? Insider advantage. Alivia Metts has spent 20 years serving communities in the planning and development realm. She has extensive knowledge of the economic and social assets of regions and a deep understanding of rural and urban communities. Her insight enhances our ability to design an inclusive process and leverage data for superior results.

Qualifications and Project Profiles

Alivia served as the lead target industry attraction strategies as a subconsultant on the following Willdan engagements:

- City of Cudahy, CA
- City of Paso Robles, CA
- City of Greenbelt, MD
- Pinellas Park, FL
- City of Lancaster, TX
- City of Pleasanton, CA
- City of Pembroke Pines, FL
- City of Tamarac, FL
- City of Tucker, GA

The Metts Group

Contact Information

Alivia Metts, Principal Economist
 809 E. Foster Avenue, Coeur d'Alene, ID 83814
 Tel: # (208) 277-6940 | ametts@themettsgroup.com
 Established: April 2015
 Ownership: Single Member LLC, S Corporation

6. Project Understanding and Approach

Project Understanding

The City of Glenn Heights is experiencing rapid residential growth, with over 1,200 new rooftops planned or underway. This growth is supported by infrastructure investments from TxDOT, including road expansions and a relocated elevated water tank. However, the pace of development has outpaced strategic planning efforts. City leadership recognizes the need for a bold economic development strategy to guide growth, preserve community character, and position Glenn Heights for long-term fiscal and economic sustainability.

Our team understands that Glenn Heights seeks to evolve from a historically rural and bedroom community into a more economically vibrant city. The challenge is to manage growth while preserving the community's identity and leveraging unique assets such as its membership in the DART network and emerging corridors like Bear Creek Road and Ovilla Road.

Glenn Heights is attracting new development from national homebuilders such as Bloomfield, DR Horton, and Starlight, alongside growing interest in multifamily housing and light industrial uses. The economic development strategy must balance housing needs with fiscal performance, ensuring that new multifamily development attracts high quality and supportive commercial development that will offer competitive amenities in a regional context. The City is pivoting to a more intentional, City-led development culture to ensure that future public investment in key corridors will attract optimal high-value commercial investment.

While the City has previously allocated 100% of its ½ cent economic development sales tax revenue and faces constrained spending on economic development activities, tools such as a Tax Increment Reinvestment Zone (TIRZ) and strategic planning for Opportunity Sites—including the DART Park & Ride Station—offer viable paths for formulating a focused Economic Development Strategy.

The City's desired outcomes of this economic development strategy include:

- Defining a clear economic vision tied to its identity and regional role
- Developing marketing and implementation strategies for real estate development
- Creating policy tools and land use recommendations that separate incompatible uses and elevate quality
- Identifying Glenn Heights' unique value proposition—the 'X factor'—to attract quality investment
- Laying the groundwork for future TIRZ districts to support infrastructure and catalytic development

This strategy will provide a roadmap for elected officials, staff, and partners to elevate Glenn Heights as a competitive destination for quality development, while preserving the sense of community that residents value. With major infrastructure improvements expected by 2027-2028, this is a pivotal time to guide development toward high-impact, high-return outcomes.

Approach and Methodology

Willdan will tailor our approach around the following principles:

Leverage Existing Planning and Policy Foundations: Our team will incorporate Glenn Heights's zoning ordinance, comprehensive plan policies, and development history as the foundation for our analysis. Where feasible, we will build on these efforts, identifying opportunities to modernize, clarify, or enhance strategies for land use and economic resilience.

Tailored, Phased Implementation Plan: The plan will provide a 5-year phased strategy that balances feasibility with ambition. Immediate "low-hanging fruit" actions will be paired with longer-term recommendations for zoning adjustments, retail attraction strategies, and ongoing relationship-building with the development and broker community.

Practical, Market-Informed Strategy: Every recommendation will be tested against real market dynamics using data from Esri Business Analyst, CoStar, and Placer.ai. We will validate findings with stakeholder input and ensure that action steps reflect realistic opportunities based on Glenn Heights's assets and constraints.

Stakeholder-Driven Process: Engagement will be concise and purposeful. Business owners, property owners, and real estate professionals will shape the strategy through interviews, an electronic survey, and a SWOT workshop facilitated in partnership with City staff. This ensures buy-in and reflects community values.

Proposed Scope of Work

Task 1: Project Kick-Off and Management

We will launch with a kick-off meeting and information request to clarify goals, timelines, and responsibilities. Biweekly check-ins via Zoom or Webex will ensure transparency and responsiveness throughout the project. During the in-person kick-off, we will undertake internal data collection interviews with staff to establish a baseline understanding of existing conditions. We will summarize the findings of our data collections efforts in a trip report memorandum.

Deliverables:

- Kick-Off Planning Memo
- Information Request
- Internal Staff Interviews and Site Visits
- Trip Report/Project Tracker Updates

Task 2: Existing Conditions Assessment

The existing conditions assessment will include a high-level overview of Glenn Heights's economic base analysis and commercial land use inventory (maximum of +/-25 pages). Our methodology recommends leveraging broker interviews with spatial data to connect target industry and business climate findings with a site-based evaluation of opportunities for higher-quality retail/commercial development.

Deliverables:

- Background Materials Review
- Demographic and Real Estate Data Collection (Esri, CoStar, Placer.ai, Lightcast.io)
- Economic Base and Target Industry Cluster Assessment
- Existing Conditions Assessment Memo Report and Review Work Session

Task 3: Stakeholder Engagement and SWOT Workshop

We will implement a stakeholder engagement plan, administer a business climate survey, and facilitate a SWOT workshop to inform strategic priorities. Outreach will target business investors/owners/operators, property owners/real estate developers, target industry associations, and regional strategic partners in one SWOT-structured listening session. Upon request, Willdan will draft a custom electronic business climate survey **to be distributed by the City to your existing business community**. Note that development of the email list of target survey respondents is not included in Willdan's scope of work.

Public outreach topics will be tailored and expanded to suit each sector/group, but will generally explore:

- Economic development strengths and weaknesses
- Business climate challenges and opportunities
- Business retention and expansion gaps
- Land/building attraction opportunity areas
- Infrastructure needs

Deliverables:

- Stakeholder Outreach Materials (Survey Tools, Target List, Project Flyer)
- Stakeholder Interviews (Up to 20)
- Economic Development SWOT Work Session
- Business Climate Findings Memo Report and Review Work Session

Task 4: Draft Real Estate Development Recommendations

Our team will facilitate one internal work sessions with City staff, elected officials, and other key stakeholders to co-develop and refine the Economic Development Strategy recommendations. These sessions will be designed to validate emerging themes, prioritize actionable strategies, and ensure that all proposed initiatives are feasible given Glenn Heights's organizational capacity, available resources, and community values.

Draft recommendations will address key areas such as business retention and expansion, redevelopment priorities, regulatory and permitting alignment, infrastructure investment, small business support, marketing and branding, and fiscal resilience.

We will tailor strategies to Glenn Heights's unique assets and constraints, integrating short-, medium-, and long-term actions that align with both market realities and the City's vision. Feedback from these sessions will directly inform the final Economic Development Strategy document. The final deliverables will include a series of Economic Development Focus Area maps to profile existing assets and future targets.

Deliverables:

- Draft Economic Development Focus Area Maps
- Draft Real Estate Development Strategy Recommendations
- Consensus Building Review Work Session
- Final Recommendations and Key Action Steps for incorporation into Task 5: Economic Development Strategy Recommendations

Task 5: Draft Economic Development Strategy Recommendations

Taking a consolidated view of the findings from all prior tasks, Willdan will deliver an action-oriented real estate development strategy with a focus on multifamily, retail, and industrial attraction tactics tailored to Glenn Heights's unique character, market position, and development potential. The strategy will identify specific target users—including local-serving businesses, destination retail, restaurants, and experiential tenants—that align with Glenn Heights's demographic profile, daytime population, and key commercial corridors.

Using a data-driven approach, we will analyze trade area dynamics, leakage, and unmet demand to inform the recommended tenant mix. Communication channels will be defined to reach brokers, developers, and retailers through targeted outreach, digital marketing, and brand positioning.

Optional pricing will be provided for the creation of marketing collateral, a retail prospectus, and coordinated participation at regional ICSC or other retail-focused industry events to directly engage prospects and promote Glenn Heights as a prime location for investment.

We will conduct a preliminary review work session with Staff to incorporate feedback prior to delivering the consolidated draft for review by the City Council in Task 6 below.

Deliverables:

- Final Economic Development Focus Area Maps (3 to 5)
- Draft Economic Development Strategy Recommendations
- Internal Staff Review Work Session

Task 6: Consensus Building Work Session

Willdan will facilitate an internal work session with staff and elected officials to review the draft Economic Development Strategy recommendations. The strategy will include a high-level 5-year implementation roadmap will include strategies for business attraction, retention, and enhanced real estate engagement. Recommendations will be tailored to Glenn Heights's staffing and resource capacity. Refer to our project report links for visual examples of typical plan components (timebound initiatives tied to cost estimates, funding sources, and performance metrics).

Deliverables:

- Economic Development Focus Area Maps
- Draft Real Estate Development Strategy Recommendations
- Consensus Building Review Work Session with Staff and City Council

Task 7: Final Economic Development Strategy and Presentation

We will deliver a graphically compelling final plan and conduct a presentation to the City Council, ensuring clarity, consensus, and broad support for implementation.

Deliverables:

- Draft/Final Economic Development Strategy
- PowerPoint Presentation
- Final Project Close-Out Meeting (Staff)

At the kick-off meeting, the Willdan Project Manager will provide the City with a preliminary information request including, but not limited to, the following items:

- Willdan will rely on the validity and accuracy of the City's data and documentation to complete our analysis. Willdan will rely on the data as being accurate without performing an independent verification of accuracy, and Willdan will not be responsible for any errors that result from inaccurate data provided by the client. Furthermore, the City shall reimburse Willdan for any costs incurred, including without limitation, copying costs, digitizing costs, travel expenses, employee time and attorneys' fees, to respond to the legal process of any governmental agency relating to the City or relating to this particular project. Reimbursement shall be at Willdan's rates in effect at the time of such response.

The following project schedule is presented as a preliminary planning tool to guide work tasks and associated deliverables throughout the life of the project. Final deliverable dates will be established at the project kick off.

The proposed timeline is tied to the initial kick-off meeting and will extend accordingly based on the contract execution date. For each deliverable submitted, Willdan allows for a one-week client review cycle. Client comments should be compiled into a single electronic document and submitted to Willdan for editing. Willdan will submit a revised draft within one week, followed by up to two additional review cycles prior to Willdan issuing a final draft reflecting resolution of staff comments.



Project Disclaimer

Willdan is a registered municipal advisory firm with the U.S. Securities and Exchange Commission ("SEC"), as such we are providing the following disclaimer representing that we are not acting as a Municipal Advisor (as defined by the SEC), to the City of Glenn Heights, in any capacity as it relates to the project in this proposal for Economic Development Strategy Consulting Services.

The City of Glenn Heights further represents, acknowledges, and agrees that:

- (i) The City uses, or may use, the services of one or more municipal advisors registered with the U.S. Securities and Exchange Commission ("SEC") to advise it in connection with municipal financial products and the issuance of municipal securities;
- (ii) The City is not looking to Willdan to provide, and the City shall not otherwise request or require Willdan to provide, any advice or recommendations with respect to municipal financial products or the issuance of municipal securities (including any advice or recommendations with respect to the structure, timing, terms, and other similar matters concerning such financial products or issues);
- (iii) The provisions of this proposal and the services to be provided hereunder as outlined in the scope of services are not intended (and shall not be construed) to constitute or include any municipal advisory services within the meaning of Section 15B of the U.S. Securities Exchange Act of 1934, as amended (the "Exchange Act"), and the rules and regulations adopted thereunder;
- (iv) For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the City with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the City, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the City, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, including any revisions or amendments thereto; and
- (v) Notwithstanding all of the foregoing, the City recognizes that interpretive guidance regarding municipal advisory activities is currently quite limited and is likely to evolve and develop during the term of the potential engagement and, to that end, the City will work with Willdan throughout the term of the potential Agreement to ensure that the Agreement and the services to be provided by Willdan hereunder, is interpreted by the parties, and if necessary amended, in a manner intended to ensure that the City is not asking Willdan to provide, and Willdan is not in fact providing or required to provide, any municipal advisory services.

8. Pricing

Provided below is Willdan's not-to-exceed fee for the scope of work described herein. The proposed fixed fee for the outlined services is **\$39,655**. The fee quoted below includes all labor, travel, lodging, materials, printing, overhead and profit, and any other expenses associated with this engagement. We will invoice the Client monthly based on a percentage of project completed. The table below provides a breakdown of the total price according to estimated hours by task and team member. The proposed allocation of level of effort by task is presented as a menu of options subject to further input by the Client Team to meet the needs of the City of Glenn Heights.

Glenn Heights, TX Economic Development Services									
Schedule of Fees	J. Gray Principal in Charge	M. McKay ED Lead	J. Edison Real Estate Advisor	C. Villarreal CoStar Data/ GIS Lead	A. Patel Analyst	Subconsultant: The Metts Group	Total Hours by Task	Total Cost by Task	% of Total
Hourly Billing Rates	\$ 350	\$ 225	\$ 300	\$ 225	\$ 110	\$ 200			
Task 1: Project Kick-Off and Management	8	8	0	2	2	2	22	\$ 5,670	14%
Task 2: Existing Conditions Assessment	4	8	0	4	16	8	40	\$ 7,460	19%
Task 3: Stakeholder Engagement & SWOT Workshop	8	12	0	0	0	0	20	\$ 5,500	14%
Task 4: Draft Real Estate Development Recommendations	12	8	0	0	0	0	20	\$ 6,000	15%
Task 5: Draft Economic Development Strategy	8	12	0	0	0	4	24	\$ 6,300	16%
Task 6: Consensus Building Review Session	12	2	0	0	0	0	14	\$ 4,650	12%
Task 7: Final ED Strategy and Presentation	8	2	2	1	0	0	13	\$ 4,075	10%
Total Labor Hours	60	52	2	7	18	14	153		100%
Budget by Personnel	\$21,000	\$11,700	\$600	\$1,575	\$1,980	\$2,800		\$ 39,655	
Percent of Professional Fees	53%	30%	2%	4%	5%	7%			100%
Reimbursable Expenses								\$ -	
Total Fixed Price Fee								\$ 39,655	

Hourly Rates

Hourly rate schedules are included herein for any additional services requested or beyond the listed task order and scope of work.

Willdan Hourly Rate Schedule		
Position	Team Member	Hourly Rate
Vice President	Jason Gray	\$350
Principal Consultant	Molly McKay/ Carlos Villarreal	\$225
Project Analyst	Akash Patel	\$110
The Metts Group Hourly Rate Schedule		
Position	Team Member	Hourly Rate
Lead Labor Economist	Alivia Metts	\$200

Additional Services

All requests for additional related services/deliverables not covered under this Agreement shall be submitted in writing prior to such work being undertaken or approved. No additional work shall be undertaken without written authorization from the Client. Charges for meeting and consulting with counsel, the City, or other parties regarding services not listed in the approved scope of work, as well as additional requested services, will be at our then-current hourly rates.

Reimbursable Expenses

Reimbursable expenses are included in Willdan's hourly rate.

9. Statement of Legal Standing

Willdan Financial Services is not currently involved in any condition (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede our ability to complete this engagement.

Financial Stability

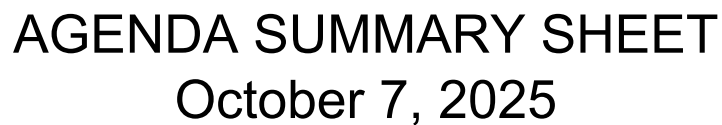
Furthermore, Willdan Group, Inc. (WGI) has sustained a healthy financial performance record due to the outstanding performance of our operating divisions and a strong, dependable reputation in municipal consulting.

Detailed financial statements and annual reports are included on our webpage (<http://ir.willdangroup.com/>).

As a publicly traded company (NASDAQ ticker: WLDN), must provide public financial information as required by the SEC.

Financial Stability

- In business for over 60 years
- Approximately 1,770 employees
- Fiscal Year 2024 Consolidated Contract Revenue of \$566M
- Market capitalization of \$571M (April 2025)
- \$50 million Line of Credit with the ability to increase up to \$60 million



Discussion and take action to approve Resolution R-33-25, approving an Interlocal Agreement for Coordinated Health Services with Dallas County; and authorizing the City Manager to execute the same. (Parviz Pourazizian, Director of Planning & Development Services)

[illegible]



CITY OF GLENN HEIGHTS CITY COUNCIL REPORT

Date: October 7, 2025

SUBJECT

Discuss and take action to approve Resolution R-33-25, a Resolution of the City Council of the City of Glenn Heights, Texas, approving an Interlocal Cooperation Agreement for coordinated health services with Dallas County, Texas on behalf of Dallas County Health and Human Services, to provide public health services to City residents; authorizing the City Manager to execute the same; and providing an effective date.

DISCUSSION / BACKGROUND

Dallas County Health and Human Services extends health provisions to various municipalities within Dallas County under contractual terms, aiming to enhance the efficiency of community-based public health endeavors. The array of services to be performed under this agreement include, but are not limited to:

1.1 County agrees to operate the Program, which will include the following health services:

A. **Tuberculosis Control Services:** providing preventive, diagnostic treatment, and epidemiological services;

B. **Sexually Transmitted Disease Control Services:** consisting of education to motivate people to use preventive measures and to seek early treatment, prophylaxis, epidemiological investigation, and counseling in accordance with County policy;

C. **Communicable Disease Control Services:** providing information concerning immunization and communicable diseases and coordinating with the Texas Department of State Health Services ("DSHS") in monitoring communicable diseases; and

D. **Laboratory Services:** performing chemical, biological, and bacteriological analysis and tests on which are based diagnosis of disease, effectiveness of treatment, the quality of the environment, the safety of substance for human consumption, and the control of communicable disease.

1.2 The County further agrees to provide the Participant with the following public health services, in accordance with state and federal law:

A. **Immunizations**

B. **Child health care**

C. **High risk infant case management**

D. **Home visits**

1.3 The County also agrees to collaborate with the Participant to decentralize clinics and to plan and provide services as requested by the Participant. However, any additional services requested by the Participant, beyond those specified above, may incur additional fees.

1.4 The County agrees to charge a sliding-scale fee based on the ability to pay for all residents of each municipality, including the Participant, within Dallas County. The fees charged by the County for the services listed in this Agreement will be used to offset the Participant's program costs for the next Agreement Term. A schedule of fees to be charged by the County is detailed in **Exhibit A**, which is attached and incorporated herein by reference for all purposes.

1.5 The County agrees that the level of service provided in the Program for the Participant will not be diminished below the level of service offered during the previous Agreement Term for the same services, except as otherwise specified in this Agreement. For the purposes of Section 1.6, the level of service is measured by the number of patient visits and the number of specimens examined. The County will provide the Participant with a monthly statement, which will include the total number of patient visits and specimens examined during the preceding month.

1.6 There is a possibility that reductions in state and federal funding to the Program

could result in a curtailment of services unless subsidized at the local level. In such cases, the County will notify the Participant in writing of the reduction amount and the extent to which services will be curtailed as a result. This notice will also specify a dollar amount that the Participant may elect to pay to maintain the original level of services. The Participant must notify the County in writing, no later than fourteen (14) calendar days after receiving the notice of funding reduction, of its decision either to pay the requested amount or to accept the curtailment of services. If the Participant elects to pay the requested amount, payment is due within forty-five (45) calendar days from the date of the notice of funding reduction.

The proposal for an Interlocal Agreement with Dallas County Health and Human Services is being introduced for the City Council's contemplation. This Agreement serves to extend and foster the ongoing cooperative relationship between the two entities. The Agreement is intended to remain in effect until September 30, 2026.

PRIOR COUNCIL OR BOARD ACTION

The existing Interlocal Agreement, which was endorsed by Glenn Heights City Council and executed in September 2024, is slated to conclude on September 30, 2025.

PUBLIC CONTACT

Not applicable.

FINANCIAL IMPACT

Refer to Exhibit A through D.

RECOMMENDATION / ALTERNATIVES

Staff recommends that the City Council, by Resolution, authorize the execution of an Interlocal Cooperation Agreement with Dallas County for coordinated health services.

ATTACHMENTS

1. Resolution R-33-25

PREPARED BY

Parviz Pourazizian, Director of Planning & Development Services

REVIEWED BY

Jailan Hadnot, City Planner

**CITY OF GLENN HEIGHTS, TEXAS
RESOLUTION NO. R-33-25**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS APPROVING AN INTERLOCAL COOPERATION AGREEMENT FOR COORDINATED HEALTH SERVICES WITH DALLAS COUNTY, TEXAS ON BEHALF OF DALLAS COUNTY HEALTH AND HUMAN SERVICES, TO PROVIDE PUBLIC HEALTH SERVICES TO CITY RESIDENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING AN EFFECTIVE DATE

WHEREAS, Dallas County, through Dallas County Health and Human Services, provides certain health service to cities in Dallas County on a contract for services basis to promote the effectiveness of local public health services and goals; and

WHEREAS, the City Council finds it is in the best interest of the citizens of the City of Glenn Heights to participate in such cooperative effort and contract with Dallas County for such services and programs for coordinated public health services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1. The 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, Texas, including all exhibits thereto, attached hereto and incorporated herein by this reference as Exhibit “1” is hereby approved and the City Manager is authorized to execute an Agreement in substantially the form of Exhibit “1” and all other documents necessary to effect the services set forth therein.

SECTION 2. This Resolution shall be effective immediately upon approval.

PASSED AND APPROVED this the 7th day of October 2025.

APPROVED:

Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney

Exhibit 1

**INTERLOCAL AGREEMENT FOR COORDINATED HEALTH SERVICES BETWEEN
DALLAS COUNTY, by and on behalf of DALLAS COUNTY HEALTH & HUMAN SERVICES,
and CITY OF GLENN HEIGHTS, TEXAS**

This **INTERLOCAL COOPERATIVE AGREEMENT** (“**Agreement**”) is made and entered into by and between **DALLAS COUNTY**, a political subdivision of the State of Texas (“**County**”) and the **CITY OF GLENN HEIGHTS, TEXAS**, (“**Participant**”), each organized and existing under the laws of the State of Texas, and acting by, through and under the authority of their respective governing bodies and officials. **County** and **Participant** are collectively referred to herein as the “**Parties**” and individually referred to as a “**Party**.”

WHEREAS, County has offered to provide certain health services to the various cities throughout County on a contract for services basis; and

WHEREAS, Participant desires to participate with County in establishing coordinated health services between the Parties; and

WHEREAS, County will operate certain health services for the residents of Participant to promote the effectiveness of local public health services and goals (“**Program**”); and

WHEREAS, the cooperative effort will allow cities located within Dallas County to participate in providing public health services for their residents; and

WHEREAS, such cooperative effort serves and furthers the public purpose and benefits the citizens of County as a whole.

Now therefore, County, on behalf of Dallas County Health and Human Services (“**DCHHS**”), enters into this Agreement with Participant, pursuant to the authorities of Texas Health and Safety Code Chapter 121, Texas Government Code Chapter 791, and other applicable laws for health services to Participant.

**I.
HEALTH SERVICES TO BE PERFORMED**

1.1 County agrees to operate the Program, which will include the following health services:

- A. Tuberculosis Control Services:** providing preventive, diagnostic treatment, and epidemiological services;
- B. Sexually Transmitted Disease Control Services:** consisting of education to motivate people to use preventive measures and to seek early treatment, prophylaxis, epidemiological investigation, and counseling in

accordance with County policy;

- C. **Communicable Disease Control Services**: providing information concerning immunization and communicable diseases and coordinating with the Texas Department of State Health Services (“DSHS”) in monitoring communicable diseases; and
- D. **Laboratory Services**: performing chemical, biological, and bacteriological analysis and tests on which are based diagnosis of disease, effectiveness of treatment, the quality of the environment, the safety of substance for human consumption, and the control of communicable disease.

1.2 County further agrees to provide to Participant, in accordance with state and federal law, the following public health services:

- A. Immunizations;
- B. Child health care;
- C. High risk infant case management; and
- D. Home visits.

1.3 County also agrees to work with Participant to decentralize clinics and to plan and provide for desired services by Participant; however, any other services that Participant requests, in addition to the above-mentioned services, may result in additional fees to Participant, subject to the written agreement of the Parties.

1.4 County agrees to charge a sliding-scale fee based on ability to pay to all residents of every municipality, including Participant, within Dallas County. The fees charged by County for the services listed in this Agreement will be used to offset the Participant’s Program costs for the next Agreement Term. A schedule of fees to be charged by County is set out in **Exhibit A**, which is attached and incorporated herein by reference for all purposes.

1.5 County agrees that the level of service provided in the Program for Participant will not be diminished below the level of service provided to Participant for the same services in the prior Agreement Term except as indicated otherwise in this Agreement. For purposes of Section 1.6, level of service is measured by the number of patient visits and number of specimens examined. County will submit to Participant a monthly statement, which will also include the number of patient visits and number of specimens examined during the preceding month.

1.6 The possibility exists of reductions in state and federal funding to the Program that could result in curtailment or termination of services if not subsidized at the local level. County will notify Participant in writing of any amount of reduction, and any extent to which services will be curtailed or terminated as a result. The notice will also include a dollar amount that Participant may elect to pay to maintain the original level of services. Participant will notify County in writing no later than fourteen (14) calendar days after the date of ILA for Coordinated Health Services

Participant's receipt of the notice of funding reduction as to Participant's decision to pay the requested amount or to accept the curtailment or termination of service. If Participant elects to pay the requested amount, payment is due no later than forty-five (45) calendar days after the date of the notice of funding reduction.

II. **TERM**

The Term of this Agreement shall be effective from October 1, 2025, through September 30, 2026, unless otherwise stated in this Agreement.

III. **BUDGET**

3.1 County agrees to submit to Participant by July 31, 2026 a proposed budget describing the proposed level of services for the next Agreement Term;

3.2 For the Term of this Agreement, County agrees to provide the services listed in Section 1 of this Agreement at the level of services and for the amount stated in **Exhibits B, C, and D** which are attached and incorporated herein by reference for all purposes;

3.3 **Payment.** Participant shall pay to County the amount listed in Exhibit D which is the agreed upon amount for Participant's share of the total cost of the Program less federal and state funding.

3.4 In lieu of paying the actual dollar amount stated in this Agreement, Participant has the option, to the extent authorized by law, ordinances or policy, of making a request to negotiate for in-kind services that are equal in value to the total amount.

3.5 This Agreement is contingent upon Participant's appropriation of funds, or ability to perform in-kind services as described in Section 3.4 of this Agreement, for the services set forth herein. In the event Participant fails to appropriate such funds, or provide in-kind services, County shall not incur any obligations under this Agreement.

IV. **ASSURANCES**

4.1 County shall operate and supervise the Program.

4.2 Nothing in this Agreement shall be construed to restrict the authority of Participant over its health programs or environmental health programs or to limit the operations or services of those programs.

4.3 Participant agrees to provide to or assist County in procuring adequate facilities to be used for the services under this Agreement. These facilities must have adequate space, waiting areas, heating, air conditioning, lighting, and telephones. None of the costs and maintenance expenses associated with these facilities shall be the responsibility of County, and County shall not be liable to Participant or any third party for the condition of the ILA for Coordinated Health Services

facilities, including any premises defects.

4.4 Participant and County agree that other cities, towns, or municipalities may join the Program by entering into an agreement with County that contains the same basic terms and conditions as this Agreement.

4.5 Each Party paying for the performance of governmental functions or services under this Agreement must make those payments from current revenues available to the paying Party.

V. FINANCING OF SERVICES

5.1 The health services provided under this Agreement will be financed as follows:

- A.** Participant and County will make available to the Program all appropriate federal and state funds, personnel, and equipment to provide the health services included under this Agreement and will use best efforts to cause these funds and resources to continue to increase.
- B.** Participant shall pay to County, or provide in-kind services, Participant's share of budgeted costs that exceed the federal and state funding for providing the health services under this Agreement. Budgeted costs shall not exceed those reflected in Exhibits B, C, and D for the appropriate Agreement Term.
- C.** County shall bill Participant each month an amount equal to one-twelfth (1/12) of Participant's share of annual budgeted costs that exceed federal and state funding for the expenses of the preceding month.
- D.** Any payment not made within thirty (30) calendar days of its due date shall bear interest in accordance with Texas Government Code Chapter 2251.
- E.** Participant and County agree that no more than ten percent (10%) of Participant's cost of participating in the Program will be used for administration of the Program.

VI. TERMINATION

6.1 **Without Cause:** This Agreement may be terminated in writing, without cause, by either Party upon thirty (30) calendar days prior written notice to the other Party.

6.2 **With Cause:** Either Party may terminate the Agreement immediately, in whole or in part, at its sole discretion, by written notice to the other Party, for the following reasons:

- A.** Lack of, or reduction in, funding or resources;
- B.** Non-performance;

- C. The improper, misuse, or inept use of funds or resources directly related to this Agreement; or
- D. The submission of data, statements, and/or reports that are incorrect, incomplete, and/or false in any way.

6.3 With Cause; Termination by County. If County becomes subject to a state or federal legislative change, revocation of statutory authority, or lack of appropriated federal or state funds that would render County's delivery or performance under this Agreement impossible or unnecessary, this Agreement may be terminated or canceled, either in whole or in part, and be deemed null and void, at County's election.

VII. RESPONSIBILITY

7.1 County and Participant agree that each shall be responsible for its own negligent acts or omissions or other tortious conduct during performance of this Agreement, without waiving any governmental immunity available to County or Participant or their respective officials, officers, employees, or agents under Texas or other law and without waiving any available defenses under Texas or other law.

7.2 Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.

VIII. INSURANCE

Participant and County agree that they will, during the Term of this Agreement, always maintain in full force and effect insurance or self-insurance to the extent permitted by applicable laws. Participant and County will be responsible for their respective costs of such insurance, all deductible amounts in any policy and any denials of coverage made by their respective insurers.

IX. ACCESS TO RECORDS RELEVANT TO PROGRAM

Participant and County agree to provide to the other, upon request, copies of the books and records relating to the Program. Participant and County further agree to give Participant and County health officials access to all Program activities. Both Participant and County agree to adhere to all applicable confidentiality provisions, including those relating to Human Immunodeficiency Virus (HIV) and Sexually Transmitted Disease (STD) information, as mandated by federal and state law, as well as by DSHS.

X. NOTICE

Any notice to be given under this Agreement shall be deemed to have been given if reduced to writing and delivered in person by a reputable courier service or mailed by Registered ILA for Coordinated Health Services

Mail, postage pre-paid, to the Party who is to receive such notice, demand or request at the addresses set forth below. Such notice, demand or request shall be deemed to have been given, if by courier, at the time of delivery, or if by mail, three (3) business days after the deposit of the notice in the United States mail in accordance herewith. The names and addresses of the parties' hereto to whom notice is to be sent are as follows:

If to Participant:

City Manager
City of Glenn Heights
1938 S. Hampton Road
Glenn Heights, Texas 75154

If to County:

Dr. Philip Huang, Director
Dallas County Health & Human Services
2377 N. Stemmons Freeway, LB 12
Dallas, Texas 75207-2710

and with a copy to:

Barbara S. Nicholas
Dallas County District Attorney's Office
Chief, Civil Division
500 Elm Street, Suite 6300
Dallas, Texas 75202

**XI.
IMMUNITY**

11.1 This Agreement is expressly made subject to County's and Participant's Governmental Immunity, including, without limitation, Title 5 of the Texas Civil Practices and Remedies Code, and all applicable federal and state laws.

11.2 The Parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability, or a waiver of any tort limitation, that Participant or County has by operation of law or otherwise.

11.3 Nothing in this Agreement is intended to benefit any third-party beneficiary

**XII.
COMPLIANCE WITH LAWS AND VENUE**

In providing services required by this Agreement, Participant and County must observe and comply with all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable federal, State, and local statutes, ordinances, rules, and regulations. Texas law shall govern this Agreement and exclusive venue shall lie in Dallas County, Texas.

XIII.
AMENDMENTS AND CHANGES IN THE LAW

13.1 No modification, amendment, novation, renewal, or other alteration of this Agreement shall be effective unless mutually agreed upon in writing and executed by the Parties hereto.

13.2 Any alteration, addition or deletion to the terms of this Agreement which are required by changes in federal or state law are automatically incorporated herein without written amendment to this Agreement and shall be effective on the date designated by said law.

XIV.
ENTIRE AGREEMENT

This Agreement, including all exhibits and attachments, constitutes the entire agreement between the Parties hereto and supersedes any other agreements concerning the subject matter of this transaction, whether oral or written.

XV.
BINDING EFFECT

This Agreement and the respective rights and obligations of the Parties hereto shall inure to the benefit and be binding upon the successors and assigns of the Parties hereto, as well as the Parties themselves.

XVI.
GOVERNMENT FUNDED PROJECT

If this Agreement is funded in part by either the State of Texas or the federal government, County and Participant agree to timely comply, without additional cost or expense to the other Party, unless otherwise specified herein, to any statute, rule, regulation, grant, contract provision, or other state or federal law, rule, regulation, or other similar restriction that imposes additional or greater requirements than stated herein and that is directly applicable to the services rendered under the terms of this Agreement.

XVII.
DEFAULT/CUMULATIVE RIGHTS/MITIGATION

17.1 In the event of a default by either Party, it is not a waiver of default if the non-defaulting Party fails to immediately declare a default or delays in taking any action.

17.2 The rights and remedies provided by this Agreement are cumulative, and either Party's use of any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the Parties may have by law, statute, ordinance, or otherwise.

17.3 Both Parties have a duty to mitigate any damages.

XVIII.
FISCAL FUNDING CLAUSE

18.1 Notwithstanding any provisions contained herein, the obligations of County and Participant under this Agreement are expressly contingent upon the availability of funding for each item and obligation contained herein for the Term of the Agreement and any extensions thereto.

18.2 Participant and County shall have no right of action against the other Party in the event the other Party is unable to fulfill its obligations under this Agreement because of insufficient funding for any item or obligation from any source utilized to fund this Agreement or failure to budget or authorize funding for this Agreement during the current or future Agreement Terms.

18.3 In the event that County or Participant is unable to fulfill its obligations under this Agreement because of insufficient funding, or if funds become unavailable, each Party, at its sole discretion, may provide funds from a separate source or may terminate this Agreement by written notice to the other Party at the earliest possible time.

XIX.
COUNTERPARTS, NUMBER, GENDER AND HEADINGS

19.1 This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

19.2 Words of any gender used in this Agreement shall be held and construed to include any other gender. Any words in the singular shall include the plural and vice versa, unless the context clearly requires otherwise. Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Agreement.

XX.
PREVENTION OF FRAUD AND ABUSE

20.1 Participant and County shall establish, maintain, and utilize internal management procedures sufficient to provide for the proper, effective management of all activities funded under this Agreement.

20.2 Any known or suspected incident of fraud or program abuse involving County or Participant's employees or agents shall be reported immediately for appropriate action. Moreover, Participant and County warrant to be not listed on a local, county, state, or federal consolidated list of debarred, suspended, and ineligible contractors and grantees.

20.3 Participant and County agree that every person who as part of their employment, receives, disburses, handles or has access to funds collected pursuant to this Agreement does not participate in accounting or operating functions that would permit them to conceal accounting records and the misuse of said funds. Each Party shall, upon notice by the other Party, refund their respective expenditures that are contrary to this Agreement.

XXI.
AGENCY/INDEPENDENT CONTRACTOR

21.1 County and Participant agree that the terms and conditions of this Agreement do not constitute the creation of a separate legal entity or the creation of legal responsibilities of either Party other than under the terms of this Agreement.

21.2 County and Participant are and shall be acting as independent contractors under this Agreement; accordingly, nothing contained in this Agreement shall be construed as establishing a master/servant, employer/employee, partnership, joint venture, or joint enterprise relationship between County and Participant.

21.3 Participant and County are responsible for their own acts, forbearance, negligence and deeds, and for those of their respective officials, agents or employees in conjunction with the performance of work covered under this Agreement.

XXII.
TEXAS PUBLIC INFORMATION ACT

22.1 Public Information Act. The Parties acknowledge and agree that they are subject, as a matter of law, to Texas Government Code, Chapter 552, also known as the "Texas Public Information Act" (hereinafter "Public Information Act"). Notwithstanding any other provision, the Parties agree that in the event that any provision of this Agreement, or other documents related to this Agreement, including, but not limited to, any exhibit, attachment, amendment, addendum, or other incorporated document, is in conflict with the Public Information Act, such provision shall be of no force or effect. Furthermore, it is expressly acknowledged and agreed that County, County Commissioners Court, County Judge, Elected County Officials, County Department Heads, County Employees, agents and representatives (hereinafter "County Requestors") and Participant, its employees, board members, managers, officers, agents, and representatives (the "Participant Requestors") may request advice, decisions and opinions of the Attorney General of the State of Texas in regard to the application of the Public Information Act to any software, hardware, firmware, or any part thereof, or other equipment or item, data or information, or any other thing or item furnished to or in the possession or knowledge of County Requestors or the Participant Requestors. It is further acknowledged and agreed that County Requestors and the Participant Requestors have the right and obligation by law to rely on the advice, decisions, and opinions of the Texas Attorney General. The Parties hereby release each other from any and all liability or obligation of any type, kind or nature regarding any disclosure of any software, hardware, firmware, or any part thereof, or other equipment or item, data or information, or any other thing or item furnished by the other or in the possession or knowledge of the other in compliance with a request under the Public Information Act, including or in reliance on any advice, decision or opinion of the Texas Attorney General to be available to the public or any persons.

22.2 Any Public Information Act request received by County or Participant for documents related to this Agreement or any program undertaken pursuant to this Agreement shall be handled by the Party that received the Public Information Act request.

XXIII.
SEVERABILITY

If any provision of this Agreement is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions in this Agreement. The illegal or invalid provision will be deemed stricken and deleted, but all other provisions shall continue and be given effect as if the illegal or invalid provisions had never been incorporated.

XXIV.
SIGNATORY WARRANTY

Each person signing and executing this Agreement does hereby warrant and represent that such person has been duly authorized to execute this Agreement on behalf of Participant or County, as the case may be.

[Signatures on Following Page]

[Rest of Page Intentionally Left Blank]

EXECUTED by the duly authorized Parties on the date written below:

DALLAS COUNTY

CITY OF GLENN HEIGHTS, TEXAS

CLAY LEWIS JENKINS
Dallas County Judge

CLIFFORD BLACKWELL
City Manager

Date: _____

Date: _____

RECOMMENDED:

PHILIP HUANG, MD, MPH
Executive Director, DCHHS

APPROVED AS TO FORM FOR DALLAS COUNTY*:

JOHN CREUZOT
DISTRICT ATTORNEY

BARBARA NICHOLAS
DEPUTY ADMINISTRATOR, CIVIL DIVISION

STEPHEN SIBLEY
Assistant District Attorney
Dallas County DA's Office, Civil Division

Date: _____

*By law, the District Attorney's Office may only advise or approve contracts, agreements, or legal documents on behalf of its clients. It may not advise or approve a contract, agreement, or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval and should seek review and approval by their own respective attorney(s).

FEE SCHEDULE

SEXUAL HEALTH CLINIC

Initial Office Visits	\$35/visit
Medical Records Copies	\$12 each

TUBERCULOSIS CLINIC

TB Testing-Level I (Skin Test)	\$45/Visit
TB Testing-Level II (IGRA)	\$55 each
Chest X-Ray Copies	\$12 each

LABORATORY

GC Culture	\$14 each
GEN Probe GC/CT Combo	\$15 each
Trichomonas Testing	\$17 each
HIV 1&2 Test	\$15 each
HIV Test - Rapid	\$20 each
MTB Testing for TB	\$85 each
TB Culture & Concentration	\$25 each
TB Identification	\$15 each
TB Susceptibility	\$31 each
TB Acid Fast Stain	\$8 each
HIV-1 Quant Viral Load	\$45 each
Hepatitis C Virus Quant	\$45 each
Hepatitis B Surface Antigen Screen	\$25 each
Hepatitis B Core Antibody	\$30 each
Hepatitis B Early Antigen	\$25 each
Hepatitis B Surface Antibody, Qual	\$40 each

NURSING SERVICE

Hepatitis A Havrix*	\$95/Injection
Hepatitis B (Heplisav)***	\$145/Injection
Hepatitis B Vaccine*	\$75/Injection
Pneumococcal (Capvaxive)	\$275/Injection
Twinrix*	\$140/Injection
Rabies (PE)	\$450/Injection
IPV	\$65/Injection
Adacel (Pertusis) (Tdap)	\$65/injection
HIB	\$30/injection
Japanese Encephalitis	\$410/Injection
Typhoid (Polysaccharide)	\$115/Injection
Typhoid (Oral)	\$130/ box
Yellow Fever Vaccine	\$230/Injection
Boostrix Vaccine*(Tdap)	\$60/Injection
MMR*	\$115/Injection
MMRV***	\$310/Injection
Influenza Vaccine	\$40/Injection
Influenza (High Dose)	\$85/Injection
Rabies Administrative Fee/	
Serves State Vaccine	\$25 each
Foreign Travel Office Visit Fee	\$25/visit
TD*	\$50/Injection
COVID Vaccine (Adults)	\$155/Injection
COVID Vaccine (Pediatrics)	\$145/Injection

Titer Blood Test Fees:

Measles AB IGG, EIA	\$55 each
Mumps Virus IGG, EIA	\$55 each
Rubella IGG, EIA	\$55 each
MMR (IGG) Panel	\$165 each
Rabies	\$100 each
Hep B Surface AB QN	\$55 each
VZV (Varicella) IGG	\$60

INFECTIOUS DISEASES

Non-Contagious Disease Certification Letter \$20 each

Comprehensive TB Evaluation & Treatment (Incl. Chest X-ray) \$80 each

Pregnancy Test	\$20 each
Urinalysis	\$15 each
Dark Field	\$16 each
Herpes Culture	\$38 each
Herpes Type 1 & 2 Serology	\$50 each
Residual Clinical Specimens	\$5 each
Creatinine (Jaffee, Urine)	\$20 each
Creatinine (Enzymatic, Serum)	\$25 each
Complete Metabolic Panel 12+8AC	\$25 each
Drug Screen (Presumptive)	\$25 each
Hepatitis C Virus Antibody	\$15 each
Herpes Type 1 & 2 RNA	\$27 each
Mycoplasma Genitalium	\$20 each

Meningococcal (MCV4)*	\$265/Injection
Meningococcal (Penbraya)	\$260/Injection
Meningococcal (Penmenvay)	\$280/Injection
Shingrix	\$245/Injection
Hepatitis A (Pediatric)	\$50/Injection
Hepatitis B (Pediatric)	\$40/Injection
RSV Vaccine	\$320/Injection
DTaP (Daptacel)	\$45/Injection
DTap-HepB-IPV	\$95/Injection
Rotavirus	\$150/Injection
PCV13	\$240/Injection
PCV20 (PRENVAR)***	\$365/Injection
Meningitis B***	\$240/Injection
RSV Beyfortus (Pediatric)***	\$495/Injection
Dtap IPV Hib Hep B (Vaxelis)***	\$165/Injection
Cholera***	\$270/Injection
Flublok***	\$90/Injection

Communicable Disease Program:Hepatitis A/B/C Screening General \$35/Test
Hepatitis A/B/C Screening Qualified \$10/Test**Immunization/VFC Program:**Immunization Record \$12 each
Foreign Travel Yellow Card \$5 each**ASN-CC:**

Pneumococcal(PCV20)**	\$175/Injection
Varivax**	\$260/Injection
Gardasil (HPV)**	\$340/Injection

Note: (1)*Vaccines marked with asterisks are part of the Adult Safety Net Program (ASNPN). Clients eligible to receive through the ASNPN will be charged a fee of \$15/shot. Effective August 1, 2023 ASNPN no longer offered pneumococcal, varicella and human papillomavirus vaccines.

(2)** Vaccines marked with double asterisks will be offered through DCHHS' Charity Care Program. Clients eligible to receive these vaccines must be at the 400% FPL and will be required to provide income documentation.

(3)*** Vaccines marked with triple asterisks are offered at Garland Public Health Clinic only.

ENVIRONMENTAL HEALTH

Septic Tank Inspection	\$310/Commercial/Business 260/Residential	Day Care Center Inspections	\$3/per child
Septic Tank Re-inspection	\$60/Residential	Day Care Re-inspection	\$50/establishment
Expedited Septic Tank Inspection Fee	\$110/Commercial \$100	Expedited Day Care Inspections	\$50/\$3 per child
Annual Group Home Inspection	\$50	Expedited Day Care Inspections	\$50/\$3 per child
Funeral Home Inspection	\$200	Foster Care Home Inspection	\$25/establishment
FHA, VA, Conventional Loans	\$125/Licensed \$150/Unlicensed	Foster Care Home Re-Inspection	\$15/establishment
Half-Way Houses & Boarding Homes, Residential	\$75/plus \$25 for each additional unit on site	Expedited Foster Care Inspection	\$50/establishment
Sub-division Plat Approval	\$200/Residential \$150/Commercial	Food Handler Class	\$15/per person
Water Sample	\$50	Food Mgr. Cert. Program	\$100/per person
Mosquito Testing	\$35	Food Manager Re-certification	\$50/Test
Mosquito Spraying for Non-Contracting Cities	\$55/per mile	Food Mgr. Cert. Retesting	\$50/per person
Animal Control/Quarantine	\$7/per day	W/Multiple Test Sites	
Animal Control/Vicious Animal	\$12/per day	Temporary Food Permit	\$52/Single Event \$200/Multiple Events
Application for Inspection	\$150/Per Application		
Food Establishment Inspection – Category A	\$258//establishment		
Food Establishment Inspection – Category B	\$515/establishment		
Food Establishment Inspection – Category C	\$773/establishment		
Food Establishment Inspection Amendment – Category A	\$125/establishment		
Food Establishment Inspection Amendment – Category B	\$250/establishment		
Food Establishment Inspection Amendment – Category C	\$375/establishment		
Mobile Food Unit/Roadside Food Vendor/School Establishments Permit Fee			\$258
Mobile Food Unit/Roadside Food Vendor/School Establishments Permit Amendment Fee			\$125
Mobile Food Unit Replacement Permit Fee			\$10

Note: 1) # Indicates \$10 charge for State fee

2) The food establishment and mobile food unit inspection fees were changed in accordance with Senate Bill 1008, effective September 1, 2025

3) Food Establishment - Category A: Any food establishment that has annual gross volume of food sales between \$0 - \$49,999.99

4) Food Establishment - Category B: Any food establishment that has annual gross volume of food sales between \$50,000 - \$149,999.99

5) Food Establishment - Category C: Any food establishment that has annual gross volume of food sales between \$150,000 or more

CHRONIC DISEASE PREVENTION PROGRAM

Fresh Produce – Tier A	\$0.50	Fresh Produce – Tier F	\$2.50
Fresh Produce – Tier B	\$0.75	Fresh Produce – Tier G	\$3.00
Fresh Produce – Tier C	\$1.00	Fresh Produce – Tier H	\$4.00
Fresh Produce – Tier D	\$1.50	Fresh Produce – Tier I	\$5.00
Fresh Produce – Tier E	\$2.00	Produce Box (Discounted)	\$10.00
Produce Box (General)	\$15.00		

*Refer to Appendix A for items included in Tier A through I. Produce boxes are assorted packages of fruits and vegetables.

When making a payment online, please allow 3 to 6 business days for your payment to process with the department.

Online convenience fees are charged and collected by the card processor and are non-refundable:

Please verify all payment information entered is correct before proceeding with payment.

Fees for processing are below:

Credit Card Fee = 2.08% of amount charged (minimum of \$1.00)

Debit Card Fee = \$1.95 per transaction

Dallas County Health and Human Services

Annual Summary of Services

January 1, 2024 thru December 31, 2024

Exhibit B

	Tuberculosis	Sexually Transmitted Diseases	Laboratory	Communicable Diseases
Municipality				
Addison	54	103	3,656	390
Balch Springs	137	137	3,706	51
Carrollton	417	262	4,627	217
Cedar Hill	162	237	8,270	181
Cockrell Hill	21	0	4,571	36
Coppell	397	55	4,100	230
Dallas	19,783	8,110	122,468	36,157
Desoto	258	367	4,879	222
Duncanville	276	200	2,395	199
Farmers Branch	605	94	9,069	177
Garland	3,315	717	18,006	459
Glenn Heights	97	102	2,344	15
Grand Prairie	1,058	457	14,260	722
Highland Park	0	0	6,051	72
Hutchins	98	50	9,777	16
Irving	3,351	833	11,849	918
Lancaster	280	364	11,066	209
Mesquite	1,632	656	11,565	468
Richardson	619	201	3,149	338
Rowlett	235	126	2,185	113
Sachse	73	24	421	47
Seagoville	140	65	3,397	51
Sunnyvale	21	5	61	93
University Park	0	0	672	33
Wilmer	19	36	6,550	13
Out of County	1,087	2,286	3,182	1,390
Total	34,135	15,487	272,276	42,817

Dallas County Health and Human Services

Contract Cost by Category

FY2026

Exhibit C

Municipality

	Tuberculosis	Sexually Transmitted Diseases	Laboratory	Communicable Diseases	FY '26 Contract Total
Addison	\$ 1,981	\$ 18,824	\$ 36,079	\$ 4,551	\$ 2,500
Balch Springs	\$ 22,212	\$ 25,738	\$ 31,964	\$ 3,378	\$ 9,377
Carrollton	\$ 60,694	\$ 36,879	\$ 38,517	\$ 12,057	\$ 23,823
Cedar Hill	\$ 41,714	\$ 39,952	\$ 78,965	\$ 2,674	\$ 2,498
Cockrell Hill	\$ 626	\$ -	\$ 44,797	\$ 891	\$ 1,011
Coppell	\$ 23,881	\$ 5,378	\$ 35,923	\$ 6,662	\$ 3,131
Dallas	\$ 1,817,052	\$ 1,283,274	\$ 1,228,196	\$ 716,234	\$ 1,754,252
Desoto	\$ 33,475	\$ 54,166	\$ 41,774	\$ 29,462	\$ 17,620
Duncanville	\$ 31,285	\$ 36,111	\$ 26,309	\$ 6,427	\$ 11,273
Farmers Branch	\$ 8,551	\$ 13,253	\$ 81,383	\$ 5,958	\$ 6,856
Garland	\$ 225,463	\$ 116,399	\$ 178,504	\$ 8,773	\$ 80,156
Glenn Heights	\$ 10,846	\$ 17,479	\$ 22,642	\$ 94	\$ 574
Grand Prairie	\$ 65,282	\$ 65,883	\$ 144,590	\$ 34,482	\$ 38,854
Highland Park	\$ -	\$ -	\$ 79,140	\$ 610	\$ 132
Hutchins	\$ 1,251	\$ 7,107	\$ 81,364	\$ 2,909	\$ 3,149
Irving	\$ 338,612	\$ 113,518	\$ 117,560	\$ 50,901	\$ 81,906
Lancaster	\$ 24,507	\$ 59,928	\$ 91,095	\$ 1,220	\$ 12,106
Mesquite	\$ 78,213	\$ 109,100	\$ 105,605	\$ 22,143	\$ 31,608
Richardson	\$ 42,444	\$ 29,196	\$ 32,803	\$ 14,778	\$ 23,756
Rowlett	\$ 25,550	\$ 18,824	\$ 19,229	\$ 751	\$ 4,925
Sachse	\$ 3,233	\$ 3,265	\$ 3,530	\$ 375	\$ 362
Seagoville	\$ 5,006	\$ 11,525	\$ 30,619	\$ 3,425	\$ 6,440
Sunnyvale	\$ 417	\$ 576	\$ 488	\$ 2,345	\$ 99
University Park	\$ -	\$ -	\$ 11,701	\$ -	\$ 48
Wilmer	\$ 1,356	\$ 6,339	\$ 50,784	\$ 516	\$ 2,597
Out of County	\$ 79,360	\$ 363,604	\$ 1,414,306	\$ 115,830	\$ 77,142

Total

\$ 2,943,011	\$ 2,436,319	\$ 4,027,867	\$ 1,047,446	\$ 2,196,195
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Dallas County Health and Human Services

Total Contract Costs

FY2026

Exhibit D

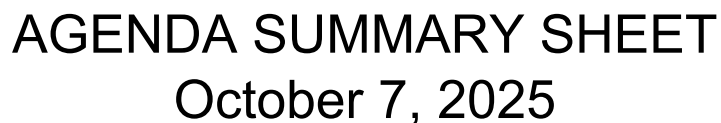
Municipality

Addison	\$ 2,500
Balch Springs	\$ 9,377
Carrollton	\$ 23,823
Cedar Hill	\$ 2,498
Cockrell Hill	\$ 1,011
Coppell	\$ 3,131
* Dallas	\$ 1,754,252
* Desoto	\$ 17,620
* Duncanville	\$ 11,273
Farmers Branch	\$ 6,856
* Garland	\$ 80,156
Glenn Heights	\$ 574
Grand Prairie	\$ 38,854
Highland Park	\$ 132
Hutchins	\$ 3,149
Irving	\$ 81,906
Lancaster	\$ 12,106
* Mesquite	\$ 31,608
* Richardson	\$ 23,756
* Rowlett	\$ 4,925
* Sachse	\$ 362
* Seagoville	\$ 6,440
Sunnyvale	\$ 99
University Park	\$ 48
Wilmer	\$ 2,597
* Out of County	\$ 77,142

Total

\$ 2,196,195

*Non-contracting



Public Hearing, discussion and first reading of Ordinance O-19-25, amending Appendix A, the City's Master Fee Schedule, of the Code of Ordinances, to adopt or revise fees for Planning Department Services (Section A2.001), Building Inspection Department General Fees (Section A3.001), Building Permit Fees (Section A3.002), Rental Registration and Inspection Fees (Section A3.003), Food Service Fees (Sections A4.001 And A4.002), adding definitions relating to Food Service Fees, requiring Permits for Garage Sales; and reauthorizing the City's Building Permit Fees. (Parviz Pourazizian, Director of Planning & Development Services)

[illegible]

FEE SCHEDULE UPDATE: BUILDING, RENTAL REGISTRATION, AND FOOD PERMITS



PARVIZ POURAZIZIAN, DIRECTOR OF DEVELOPMENT
SERVICES

OCTOBER 07, 2025

FEE SCHEDULE UPDATE



SUP-03-25: Public Hearing, discussion, and first reading of Ordinance O-XX-25, amending Appendix A, the city's Master Fee Schedule, of the Code of Ordinances, City of Glenn Heights, Texas, to adopt or revise fees for Planning Department Services (Section A2.001), Building Inspection Department General Fees (section a3.001), Building Permit Fees (Section A3.002), Rental Registration and Inspection Fees (Section A3.003), Food Service Fees (Sections A4.001 and A4.002), adding Definitions relating to Food Service Fees, and requiring Permits for Garage Sales; reauthorizing the city's Building Permit Fees;

FEE SCHEDULE UPDATE



Applicant: Parviz Pourazizian (Director of Development Services)

Location: City Wide

Request: Fee Schedule Update

BACKGROUND



Fee schedule is a portion of our Ordinance that authorizes the city staff to charge specific fees for various activities and the orderly conduction of business. The last comprehensive fee schedule update was done in September 2023.

This year, staff reviewed the current fee schedule related to the Development Services items i.e., Building Permits, Food Permits, Planning and Zoning related fees. There are a few triggers that drove these changes as summarized below:

- Our new contract with our 3rd party plan reviewer and inspector (NTIS) added additional costs to the inspection and plan reviews fees.
- Another trigger for this overhaul was the state's update to the food services and mobile food vendor requirements.
- And lastly, assuring that our fees are to cover the costs associated with the processes.
- Per state law we need to reauthorize our building related fee every ten years.



COMPARISON DATA

Zone Change

COGH Current	1-10 Acre	1000	11-29 Acre	1500	30+ Acre	1500+15/acre	
COGH Proposed	1-10 Acre	\$1,200	11-29 Acre	1500	30+ Acre	1800+20/acre	
Cedar Hill			\$500+ 5/ Acre				
DeSoto			\$2,300				
LanCaster			\$500+ 10/acre				
Red Oak			\$200+10/acre				

SUP

COGH Current	Commercial	\$950+15/acre	Residential	\$500+5/acre		
COGH Proposed	Commercial	\$1100+20/acre	Residential	\$800+20/acre		
Cedar Hill		\$500+5/acre				
DeSoto		\$3,000				
LanCaster		\$500+10/acre				
Red Oak		\$200+10/Acre				



COMPARISON DATA

PD				Variance			
COGH Current			\$1500+10/acre	COGH Current			\$250+ Notification
COGH Proposed			\$1750+20/Acre	COGH Proposed			\$600
Cedar Hill			\$1000+5/acre	Cedar Hill			\$250+ 2.5 / Acre
DeSoto			\$3,000	DeSoto			\$3,000
LanCaster			\$1500+10/ Acre	LanCaster			\$250
Red Oak			\$200+10/Acre	Red Oak			\$1000 +\$250/additional parcels

Final Plat

COGH Current	25 lots or less	325+ 50/lot	over 25 lots	500+25/lot
COGH Proposed	25 lots or less	325+ 50/lot	over 25 lots	500+25/lot
Cedar Hill		#300+ 10/lot		
DeSoto		\$250+22/lot		
LanCaster	50 acre or less	\$500+10/lot		
Red Oak		Free		

SOME HIGHLIGHTS (PLANNING)



➤ Specific Use Permit (Currently)

(2) Zoning Change: SUP:

A) Commercial: $\$950 + \$15 / \text{acre}$

B) Residential: $\$500 + \$5 / \text{acre}$

Specific Use Permit (Proposed)

■ $\$750.00 + \$10 / \text{Acre}$

➤ Temporary Use Permit or Renewal: $\$500.00$ and $\$250.00$ for Renewal (Is: $\$150$)

➤ Appeal/Variance: $\$600.00$ (Is: $\$250.00 + \text{notification fees (at cost).}$)

➤ (i) In-house Plan Review: $\$120.00$ hourly. (Is $\$60 / \text{Hr}$)

SOME HIGHLIGHTS (PLANNING)



➤ Plats:

(1) Preliminary plat:

- (A) 25 acres or less: \$400.00 + \$20.00/lot.
- (B) Over 25 acres: \$450.00 plus \$25.00/lot.

(2) Final plat:

- (A) 25 lots or less: \$325.00 + \$50.00/lot.
- (B) Over 25 lots: \$500.00 plus \$25.00/lot.

(3) Replat/amending/vacating plat: \$575.00 + \$35.00/acre.

(4) In-house plat review: \$60.00 hourly.

(5) Plat review by third party: Actual cost.



(1) Preliminary Plat: \$400.00 + \$25.00/Lot

(2) Final Plat: \$325.00 + \$50.00/Lot

(3) Replat/Amending/Vacating Plat: \$575.00 + \$35.00/acre.

(4) In-house Plat Review: \$120.00 hourly.

(5) Plat Review by Third Party: Actual cost.

SOME HIGHLIGHTS (BUILDING)



- Mechanical, Electrical and Plumbing (MEP):
 - MEP fee Currently is \$105 per trade and proposed is \$150 for Residential and \$250 for Commercial.
- Most minor and Miscellaneous Residential Building permit to be consistent with MEP fee to \$150 and \$250 for Commercial.
- Reinspection to \$75 for residential and \$125 for Commercial.
- After hours inspections to \$100 / Hr with Min of two hours. (currently \$60/hr)
- All Internal plan review fees to \$120/ hr. (currently \$60/hr)
- Commercial Certification of Occupancy (CO) : from \$100 to \$250 (This will cover commercial inspection, Fire Inspection and planning review.)
- Subdivision Mass grading: \$750.00 + \$10.00/Acre (New Fee)

SOME HIGHLIGHTS (BUILDING)



➤ Accessory Structures:

- (1) Shed, Free-Standing Carport, Barn, Pergola, Gazebo, Pavillion, Etc.: \$150.00 plus Plan review fee plus MEP.
 - (2) Detached structure (Residential): Detached garage, Carport Attached to Roofline, Awning or Patio Attached to Roofline, Accessory Dwelling Unit, Pool House, Guest House, etc.: \$0.54/Squarefoot under the roof Plus plan review fee by 3rd party
-
- ## ➤ Sign Permit: This Section is completely overhauled. More details and definitions have been added.

SOME HIGHLIGHTS (BUILDING)



➤ Table 1-A

Table 1-A Building Permit Fees for Other than Residential One- and Two-Family New Construction, Additions, Alternations, Remodels, Repairs and Other Improvements.	
Valuation	Fee
\$1.00 to \$10,000.00	\$150.00
\$10,001.00 to \$25,000.00	150.00 for the first \$10,000.00 plus \$17.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$13 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$9.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$5.55 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof

SOME HIGHLIGHTS (RENTAL)



- A3.003. Rental registration and inspection fees.
- (a) Residential Rental Registration Fees:
 - (1) Registration Fee (per Rental Dwelling Unit): \$150.00 (Includes one-time inspection)
- (b) Residential Property Inspection Fees:
 - (1) Single-Family and Two-Family Rental Units: \$100.00 (\$50.00 each additional inspection.)
 - (2) Multifamily Rental Units containing 3–25 Dwelling Units: \$100.00 (\$50.00 each additional inspection.)
 - (3) Multifamily Rental Units Containing 26–100 Dwelling Units: \$90.00 Base Fee + a Multi-Unit Fee of \$12.50 x (total number of rental units multiplied by \$0.30).
 - (4) Multifamily Rental Units containing 101+ Dwelling Units: \$115.00 Base Fee + a Multi-Unit Fee of \$12.50 x (total number of rental units multiplied by \$0.30).
 - (5) Reinspection Fee: \$75.00.

SOME HIGHLIGHTS (FOOD)



Due to recent state legislation, there is now greater oversight of the fees and processes for obtaining food permits for both traditional restaurants and mobile vendors. As a result, we have completely revised this section to ensure full compliance with state regulations.

Please refer to the fee schedule.

RECOMMENDATION



Staff recommends approval of the proposed changes.

QUESTIONS



COMMENTS

CITY OF GLENN HEIGHTS, TEXAS

ORDINANCE NO. O-19-25

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING APPENDIX A, THE CITY'S MASTER FEE SCHEDULE, OF THE CODE OF ORDINANCES, CITY OF GLENN HEIGHTS, TEXAS, TO ADOPT OR REVISE FEES FOR PLANNING DEPARTMENT SERVICES (SECTION A2.001), BUILDING INSPECTION DEPARTMENT GENERAL FEES (SECTION A3.001), BUILDING PERMIT FEES (SECTION A3.002), RENTAL REGISTRATION AND INSPECTION FEES (SECTION A3.003), FOOD SERVICE FEES (SECTIONS A4.001 AND A4.002), ADDING DEFINITIONS RELATING TO FOOD SERVICE FEES, AND REQUIRING PERMITS FOR GARAGE SALES; REAUTHORIZING THE CITY'S BUILDING PERMIT FEES; PROVIDING THAT OTHER FEES NOT LISTED BUT NOW CHARGED PURSUANT TO OTHER ORDINANCES AND RESOLUTIONS SHALL REMAIN IN EFFECT UNTIL TRANSFERRED TO THE MASTER FEE SCHEDULE BY AMENDMENT; PROVIDING THAT FUTURE AMENDMENTS TO THE MASTER FEE SCHEDULE MAY BE EFFECTED BY ORDINANCE OR RESOLUTION; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Glenn Heights has heretofore adopted a Master Fee Schedule, which is published and codified as Appendix "A" to the Code of Ordinances, City of Glenn Heights, Texas, for the purpose of setting forth the comprehensive fees assessed and collected by the City for a range of applications, permits, licenses, services and activities; and

WHEREAS, the City Council desires to amend the said Fee Schedule to add new fees and does so by this Ordinance; and

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; and

WHEREAS, the City Council and staff have conducted a review of the City's building permit fee schedule and all fees charged by the City as a condition to constructing, renovating, or remodeling a structure, has conducted a public hearing in compliance with the requirements of law pertaining to the building permit fees, and intends to reauthorize all building permit fees, including those amended herein; and

WHEREAS, although the purpose of this ordinance is to amend and reauthorize the Master Fee Schedule, this ordinance is not intended to amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule, Now, Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:

SECTION 1. That Appendix A, the Master Fee Schedule, of the Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended by amending Section A2.001 (Planning Department Services), Section A3.001 (Building Inspection Department General Fees), Section A3.002 (Building Permit Fee Schedule), Section A3.003 (Rental Registration and Inspection Fees), Sections A4.001 and A4.002 (Food Service Fees and Food Service Inspection Fees), Article 4.000 (Food Service Fees) to add a new Section A4.003 (Food Service Definitions), and Article A10.000 (Miscellaneous Fees) to add a new Section A10.002 (Garage Sales), without amendment or repeal to any other section, part or provision of the Master Fee Schedule, such that from the effective date of this ordinance, the fees and charges attached hereto as Exhibit “A” shall be collected on behalf of the City for the listed applications, permits, licenses, activities or services.

SECTION 2. That all building permit fees, as that term is defined in Section 214.908 of the Texas Local Government Code, as amended, adopted and charged by the Town, whether set forth in the Town’s Fee Schedule, within the Code of Ordinances, or adopted by other ordinances of the Town Council, be and are hereby reauthorized by vote of the Town Council.

SECTION 3. That in the event of a conflict between a fee set out in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this ordinance shall not amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule and such fees shall continue in effect for all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

SECTION 4. That future amendments to the Master Fee Schedule may be made by the City Council by ordinance or resolution, each of which shall have the same effect in amending the provisions of the Master Fee Schedule.

SECTION 5. That all provisions of the ordinances and resolutions of the City of Glenn Heights in conflict with the provisions of this ordinance be and the same are hereby repealed and all other provisions of the ordinances and resolutions of the City of Glenn Heights not in conflict with the provisions hereof shall remain in full force and effect.

SECTION 6. That if any section, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this ordinance, it being the legislative intent that the provisions of this ordinance are severable and that the ordinance shall continue in effect notwithstanding the invalidity of such section, sentence, clause, or phrase.

SECTION 7. This Ordinance shall take effect immediately from and after its passage and the publication of the caption as the law in such cases provides.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS ON THIS THE ____DAY OF _____, 2025.

APPROVED:

Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David M. Berman, City Attorney

EXHIBIT A
Appendix A FEE SCHEDULE

ARTICLE A1.000
GENERAL PROVISIONS

- § A1.001. City manager authority to amend fee schedule.**

ARTICLE A2.000
PLANNING DEPARTMENT

- § A2.001. Planning Department.**

ARTICLE A3.000
BUILDING INSPECTION DEPARTMENT

- § A3.001. General fees.**
§ A3.002. Building permit fee schedule.
§ A3.003. Rental registration and inspection fees.

ARTICLE A4.000
FOOD SERVICE FEES

- § A4.001. Food service fees.**
§ A4.002. Food service inspection fees.
§ A4.003. Food service definitions.

ARTICLE A5.000
UTILITIES

- § A5.001. Water rates and charges.**
§ A5.002. Wastewater rates and charges.
§ A5.003. Irrigation rates and charges.
§ A5.004. Utility billing.
§ A5.005. Tap fees.
§ A5.006. Backflow device inspection.
§ A5.007. Solid waste collection.
§ A5.008. Smart water meter fees.

**ARTICLE A6.000
CODE ENFORCEMENT**

§ A6.001. Code enforcement.

**ARTICLE A7.000
COIN-OPERATED MACHINES**

§ A7.001. Coin-operated machines.

**ARTICLE A8.000
ANIMAL CONTROL**

§ A8.001. Animal control.

**ARTICLE A9.000
CITY SECRETARY**

§ A9.001. Business-related fees.

**ARTICLE A10.000
MISCELLANEOUS FEES**

§ A10.001. Credit card service charge and returned check fee.

§ A10.002. Garage sales.

**ARTICLE A11.000
MUNICIPAL COURT**

§ A11.001. Warrant fee.

**ARTICLE A12.000
PARKS AND RECREATION**

§ A12.001. Parks and recreation.

**ARTICLE A13.000
POLICE DEPARTMENT**

§ A13.001. Police Department.

**ARTICLE A14.000
FIRE DEPARTMENT**

- § A14.001. Annual inspection fees.**
- § A14.002. Ambulance service.**
- § A14.003. Plan review and acceptance testing fees.**

- § A14.004. EMS fees.**
- § A14.005. Report fees.**

ARTICLE A1.00
GENERAL PROVISIONS

§ A1.001. City manager authority to amend fee schedule.

The city manager shall have authority to propose new fees and amendments to the following fee schedule as he or she deems appropriate or necessary. Said proposed or amended fees shall become effective after being placed on a city council meeting agenda and approved by the council.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-13-17 adopted 9/12/17; Ordinance O-14-17 adopted 9/12/17; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A2.000
PLANNING DEPARTMENT

§ A2.001. Planning Department.

- (a) Annexation: \$750.00
- (b) Zoning Change:
 - (1) \$1,000.00: (1–10 acres).
 - (2) \$1,500.00: (11–29 acres).
 - (3) \$1,500.00 + \$15.00/acre: (30 + acres).

* A total of \$2,800.00 is the maximum amount for zoning change under this subsection.

- (c) Special Use Permit (SUP): \$750.00 + \$10/Acre
- (d) Planned Development (PD): \$1,500.00 plus \$10.00/acre plus actual cost of third-party review fee(s).
- (e) Temporary Use Permit or Renewal: \$500.00 and \$250.00 for Renewal
- (f) Zoning Verification Letter: \$60.00.
- (g) Appeal/Variance: \$600.00
- (h) Site Plan Review: \$350.00 + \$20.00/acre plus actual cost of third-party review fee(s).
- (i) In-house Plan Review: \$120.00 hourly.
- (j) Plan Review by Third Party: Actual cost.

*All acreage will be rounded to the nearest whole acre.

- (k) Platting (fees below do not include recordation fee or third-party review cost):
 - (1) Preliminary Plat: \$400.00 + \$25.00/Lot
 - (2) Final Plat: \$325.00 + \$50.00/Lot
 - (3) Replat/Amending/Vacating Plat: \$575.00 + \$35.00/acre.
 - (4) In-house Plat Review: \$120.00 hourly.
 - (5) Plat Review by Third Party: Actual cost.
 - (6) Refiling: Expiration of a final plat caused by failure to construct associated public improvements will require the applicant to begin platting process again, including payment of above noted fees.
- (l) Preapplication meeting fee: Free.
(Ordinance O-13-11 adopted 9/19/11; Ordinance O-13-17 adopted 9/12/17; Ordinance O-14-17 adopted 9/12/17; Ordinance O-14-22 adopted 11/22/2022; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A3.000
BUILDING INSPECTION DEPARTMENT

§ A3.001. General fees.

- (a) General Contractor/License Registration: \$100.00 annually. (Does not apply to mechanical, electrical and plumbing contractors.)
- (b) Impact Fee and Park Fee: Per current impact fee and park land dedication ordinance.
- (c) Building Permit: See section A3.002.
- (d) Electrical: \$150.00 for Residential and \$250.00 for Commercial
- (e) Plumbing: \$150.00 for Residential and \$250.00 for Commercial
- (f) Mechanical: \$150.00 for Residential and \$250.00 for Commercial
- (g) Remodel, Move, Demolition:
 - (1) Building addition: \$0.72/SF under the roof plus plan review fee.
 - (2) Remodel/alteration: \$150.00 plus plan review fee.
- (h) Minor Building Repair: \$150.00 For Residential and \$250.00 for Commercial (No Structural or MEP included.)
- (i) Demolition: \$250.00 for Residential and \$350.00 for Commercial
- (j) Reinspection Fees (for any/all inspections):
 - (1) Initial Inspection: \$0.00 (included in permit fee).
 - (2) First Reinspection: \$75 for Residential and \$125.00 for Commercial
 - (3) Second Reinspection: \$75 for Residential and \$125.00 for Commercial
 - (4) Third and Each Subsequent Reinspection: \$100 for Residential and \$150.00 for Commercial
- (k) After Hours Inspection: \$100.00 hour (minimum 2 hours including travel time). Subject to availability.
- (l) Engineering and Plan Review:
 - (1) Third Party: Actual cost.
 - (2) In-house: \$120.00 hourly.
- (m) Energy Code Review and Inspection: Actual cost of third-party inspection.
- (n) Miscellaneous Fees:
 - (1) Commercial Certificate of Occupancy (C/O): \$250.00
 - (2) Permit Fee Not Specified: \$150.00 for Residential and \$250.00 for Commercial + number

of inspections needed x \$75.00.

- (3) Grading: \$100.00.
- (4) Subdivision Mass Grading: \$750.00 + \$10.00/Acre
- (o) Infrastructure Inspection Fee:
 - (1) Infrastructure Plan Review Fee: Actual cost of third-party review.
 - (2) Infrastructure Inspection Fee: Actual cost of third-party inspection.
- (p) Concrete, Flatwork, Driveway: \$150.00 Residential and \$250.00 Commercial
- (q) Roofing: \$150.00 Residential and \$250.00 Commercial
- (r) Fence:
 - (1) Residential: \$150.00
 - (2) Commercial: See section A3.002.
 - (3) Screening Wall (plus engineering review): See section A3.002.
 - (4) Retaining Wall (plus engineering review): See section A3.002.
- (s) Moving Structure:
 - (1) Into City Limits (including Inspections): \$500.00.
 - (2) Through City Limits (including Escort): \$150.00 first hour plus \$100.00 each additional 30 minutes.
 - (3) Mileage: Current IRS rate.
- (t) Accessory Structures:
 - (1) Shed, Free-Standing Carport, Barn, Pergola, Gazebo, Pavillion, Etc.: \$150.00 plus Plan review fee plus MEP.
 - (2) Detached structure (Residential): Detached garage, Carport Attached to Roofline, Awning or Patio Attached to Roofline, Accessory Dwelling Unit, Pool House, Guest House, etc.: \$0.54/Squarefoot under the roof Plus plan review fee by 3rd party
- (u) Pools and Spas:
 - (1) In-ground, Site-built Pool: \$250.00 plus plan review fee.
 - (2) Above-ground Pool: \$150.00 and trade permit (as needed). (Pools with height less than 36" does not require permit if no plumbing or electrical work is needed.)
 - (3) Site-built Spa: \$250.00 plus plan review fee.
- (v) HUD-code Manufactured Home - Move in and Setup: Flatwork + any trade permit (e.g. MEP). Will be permitted and inspected the same as a new single-family residence.
- (w) Signs: Sign contractor must be registered. Requires any trade permits plus actual cost of plan review fee by third party or, at city's option, permit fee in the amount of \$150.00 permit fee or,

as applicable, the following amount:

Type of Sign	Definition and/or Ordinance Specifications	Fee
New Development, New Project, Builder Directional, or New Subdivision Sign (Coming Soon)	On-premises identifying any new development (commercial, retail, office, mixed use, etc.) in the city shall not exceed six feet (6') in height and the sign face shall not exceed sixteen square feet (16 sq. ft.). Such development signs are allowed for up to one (1) year after the building permit has been issued or until the certificate of occupancy (C/O) is issued, whichever comes first. One (1) sign is permitted per project and should be set back at least twenty feet (20') from public right-of-way.	\$175 for 1 year
Grand opening Sign	For grand openings; pennants, flags, streamers, searchlights, and one (1) banner not to exceed fifty square feet (50 sq. ft.) in area may be displayed one time for a maximum of thirty (30) days. All signs must be removed after the thirty-day period. Small balloons less than fourteen inches (14") in diameter (one or a cluster) are exempt from sign permit requirements and are permitted at the time of grand opening or national holidays. If another grand opening or advertising event is required for the same business then signs associated with such event including the event itself should be processed under special events permit as outlined under section 15.01.031(g) .	\$125 for 60 days
Special Event Sign	No permit shall be required for special event banners that are associated with a special event that has obtained a special events permit from the city's planning and permitting division. The banner should contain a message directly relating to a special event provided, however, that such banners may be displayed no more than seven (7) days prior to the special event and must be removed within two (2) days after the conclusion of the special event. The size of the banner is limited to fifty square feet (50 sq. ft.) and at least one-half (1/2) of the banner shall contain a message relating to the special event. Such banners shall be located within the private	\$0

	property where such event is taking place and not within any public rights-of-way.	
Model Home Sign	Signs identifying model homes, model home centers, and sales office. Model home signs shall not exceed twenty square feet (24') [sic] in area and four feet (4') in height.	\$175 for 6 months
Type of Sign	Definition and/or Ordinance Specifications	Fee
Real-Estate Sign (Larger than 6 FT)	No permit shall be required for signs not exceeding six square feet (6 sq. ft.) in sign area and three feet (3') in height advertising the sale, lease or rental of real estate in residential zoning districts. For nonresidential and agricultural zoning districts, no permit shall be required for signs not exceeding thirty-six square feet (32 sq. ft.) [sic] in sign area and five feet (6') [sic] in heights advertising the sale, lease or rental of real estate. For agricultural and non-residential-zoned land, one (1) such sign shall be allowed per property, parcel or lot of record.	\$75
Outdoor Displays or Miscellaneous Temporary Signs (portable, flags, pennants, banners, inflatables, etc.)	Not to exceed 60 days or become a nuisance to neighboring properties.	\$100 for 60 days
Flag Poles	Flags are permitted to include state, national, local, religious or institutional flag or emblem, in nonresidential zoning district classification within the city, provided the number of flagpoles does not exceed three (3) flagpoles per platted lot with a maximum height of the flagpole not to exceed twenty-five feet (25') and the maximum flag area does not exceed fifteen square feet (40 sq. ft.) [sic]. The state flag and all other assembled flags shall be arranged in accordance with the Texas Constitution and flag etiquette rules. Governmental flags shall be maintained in good repair and shall be externally lit at night. Institutional or other uses allowed in residential zoning may have flags subject to the provisions of this section. Residential lots in a residential subdivision are allowed one (1) flagpole not to	\$150 per flagpole

	exceed twenty-five feet (25') in height and maximum flag area not to exceed thirty square feet (30 sq. ft.).	
Awning/Canopy Sign	An awning or canopy sign is only allowed in town center (TC) zoning districts and can be used as the primary sign in lieu of a wall sign	\$150
Neon Light Sign	In nonresidential zoning districts one monument style neon sign per parcel is allowed in lieu of a regular monument sign (as defined in section 15.01.011). For parcels with more than one street frontage one such sign is allowed for each street frontage. Monument neon signs shall not exceed eight feet (8') (including the masonry base) in height, twelve feet (12') in width and the sign face area shall not exceed sixty square feet (60 sq. ft.) per sign face.	\$150
Monument Sign	Monument signs are not intended to have gaps, cutouts, or penetrations but instead should be a solid face or area without openings or cutouts. The sign face shall be designed with materials that harmonize with the architecture of the establishment it services. All monument signs shall have landscaping comprised of shrubbery and flowering plants, not exceeding three feet (3') in height near the base of the sign. Only one (1) monument sign per property along the street frontage shall be allowed. Monument signs shall be set back a minimum twelve feet (12') from any public right-of-way and shall not obstruct traffic visibility triangles. Monument signs shall be at least one hundred and twenty feet (120') apart. Monument signs shall be illuminated externally for visibility after dark.	\$200
Wall Sign	Wall signs are allowed in every zoning district and shall be placed on the principal structure only, and may be internally and externally illuminated.	\$200
Pole Sign	On-premise pole signs may be permitted on properties with at least 200 feet of continuous frontage along and adjacent to the I-35E corridor and shall be subject to the regulations of the Texas Highway Beautification Act-Outdoor Advertising Signs and this code. Off-premise pole signs are prohibited. Only one pole sign may be -	\$150

	5 - permitted for each 200 feet of roadway frontage along the I-35E corridor. Pole signs shall not exceed fifty (50) feet in height, shall not be attached to or supported by any part of a building, and shall not be configured such that the sign is located between 2 and 10 feet above average grade where located within 15 feet of an adjacent roadway. The overall surface area of each face of the sign shall not exceed three hundred (300) square feet... ETC.	
Pylon Sign	Masonry pylon signs are allowed only on nonresidential properties with a minimum of three hundred feet (300') continuous frontage along IH-35E frontage road or any other four (4) or more lane freeways or on F.M. 664 or Ovilla Road, except the height for such signs on F.M. 664 shall not exceed thirty-five feet (35'). Masonry pylon signs are large signs with two masonry columns supporting a sign face that is surrounded by minimum two feet (2') wide masonry border and a minimum three feet (3') high decorative cap on top. Two and a half feet (2.5') high masonry planter with landscaping should surround the base of the pylon sign. For multitenant premises the sign face area shall not exceed four hundred and fifty square feet (450 sq. ft.) and for single-tenant premises the sign face area shall not exceed three hundred square feet (300 sq. ft.). Maximum height of masonry pylon sign shall not exceed fifty feet (50') above the adjacent pavement level. Masonry pylon signs shall be set back at least two hundred feet (200') from public right-of-way. Section 15.01.091(e) shows an example of a similar sign in the city.	\$150
Sign Repair		\$100

(x) Annual donation box permit: \$50

(y) Solar permit: \$175

*All permit fees double if construction or work is performed without the required permit.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-13-17 adopted 9/12/17; Ordinance O-14-17 adopted 9/12/17; Ordinance O-12-23 adopted 10/3/2023)

§ A3.002. Building permit fee schedule.

- (a) Building permit fee for other than residential one- and two-family new construction, additions, alterations and remodels shall be as set forth in table 1-A in this section.
- (b) Building permit fee for residential one- and two-family new construction is \$0.72 Per Square foot under the roof area.
- (c) Plan review fees:
 - (1) When submittal documents are required by IBC section 107 or IRC section R106, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be 65-percent of the building permit fee as shown in table 1-A or, as applicable, table 2-A.
 - (2) The plan review fees specified in this section are separate fees from the permit fees and are in addition to the building permit fees.
- (d) Building permit valuation: For other than residential new construction, additions, alterations, remodels, repairs and other improvements, the building official may require the applicant to provide satisfactory verification of the declared value.

Table 1-A Building Permit Fees for Other than Residential One- and Two-Family New Construction, Additions, Alternations, Remodels, Repairs and Other Improvements.	
Valuation	Fee
\$1.00 to \$10,000.00	\$150.00
\$10,001.00 to \$25,000.00	150.00 for the first \$10,000.00 plus \$17.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$13for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$9.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00

\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$5.55 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof

(e) Other Inspections and Fees (hourly charge).

- (1) Inspections outside of normal business hours: \$100.00 per hour* (minimum charge - two hours). Subject to availability.
- (2) Reinspection fees assessed under provisions of section 1.01.009: \$75.00 per hour.*
- (3) Inspections for which no fee is specifically indicated: \$50.00 per hour* (minimum charge - one-half hour).
- (4) Additional plan review required by changes, additions or revisions to plans: \$120.00 per hour* (minimum charge - one-half hour).
- (5) For use of outside consultants for plan checking and inspections, or both: Actual costs.**

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

(Ordinance O-05-19 adopted 10/1/19; Ordinance O-12-23 adopted 10/3/2023)

§ A3.003. Rental registration and inspection fees.

(a) Residential Rental Registration Fees:

- (1) Registration Fee (per Rental Dwelling Unit): \$150.00 (Includes one-time inspection)

(b) Residential Property Inspection Fees:

- (1) Single-Family and Two-Family Rental Units: \$100.00 (\$50.00 each additional inspection.)
- (2) Multifamily Rental Units containing 3–25 Dwelling Units: \$100.00 (\$50.00 each additional inspection.)
- (3) Multifamily Rental Units Containing 26–100 Dwelling Units: \$90.00 Base Fee + a Multi-Unit Fee of
\$12.50 x (total number of rental units multiplied by \$0.30).
- (4) Multifamily Rental Units containing 101+ Dwelling Units: \$115.00 Base Fee + a Multi-Unit Fee of
\$12.50 x (total number of rental units multiplied by \$0.30).
- (5) Reinspection Fee: \$75.00.

(Ordinance O-04-16 adopted 3/1/16; Ordinance O-12-23 adopted 10/3/2023)

**ARTICLE A4.000
FOOD SERVICE FEES**

§ A4.001. Food service fees.

Business Type, Definitions, and Ordinance Specifications		Fees	
Food Service Establishment: An operation that (A) stores, prepares, packages, serves, or vends food directly to the consumer, sells individual portions of food to consumers or otherwise provides food for human consumption; (B) relinquishes possession of food to a consumer directly, or indirectly through a delivery service, such as home delivery of grocery orders or restaurant takeout orders, or delivery service provided by common carriers. See examples in the next column.	Includes: - Extended Bed & Breakfast - Restaurant - Retail Food Store - Bar - Café - Caterer that provides Food Directly to Consumers or to a Conveyance Used to Transport People - Commercial Catering Operation - Market - Vending Machine Location - Self-Service Food Market - Conveyance Used To Transport People - Institution - Food Bank - Snack Bar - Snow Cone Facility - Hospital that Serves Food to the General Public - Correctional Facility (Jail) that Contracts With Professional Food Management - Corporations for Food Preparation - Privately-Owned Correctional Facilities. - Etc.	Initial Applications, Change of Ownership, and Renewals by Gross Annual Volume of Food Sales	
		\$0 – \$49,999.99	\$258
		\$50,000 – \$149,999.99	\$515
		\$150,000+	\$773
		Amendments by Gross Annual Volume of Food Sales	
		\$0 – \$49,999.99	\$125
		\$50,000 – \$149,999.99	\$250
		\$150,000+	\$375

Note, a Food Service Establishment **does not** include: an establishment that offers only prepackaged foods that are not TCS foods; a produce stand that only offers whole, uncut fresh fruits and vegetables; a food processing plant, including one that is located on the premises of a food establishment; a cottage food production operation; a limited bed and breakfast; or a private home that receives catered or home-delivered food.

Business Type, Definitions, and Ordinance Specifications		Fees	
Roadside Food Vendors, Mobile Food Unit (MFU) or Food Truck:	Includes: Catering Trucks, Trailers, Push Carts	Initial Applications, Renewals, and Change of Ownership	\$258 per Unit
		Amendments	\$125 per Unit
School Food Establishment:		Initial Applications, Renewals, and Change of Ownership	\$258 per Unit
		Amendments	\$125 per Unit
Temporary Food Establishment, Single-Event:		\$52 per Event, Limited to 14 Consecutive Days	
Temporary Food Establishment, Multiple Events:		\$200 for 2 Years, Each Event Limited to 14 Consecutive Days	

- (a) All cottage food products must be prepared in a primary residence kitchen using standard household appliances. Operators are required to provide labeling information to consumers before accepting payment and must ensure that all labels include:
- (1) the operator's name and address or DSHS registration number,
 - (2) the common name of the product,
 - (3) allergen information, and
 - (4) the statement: "This food is made in a home kitchen and is not inspected by the Department of State Health Services or a local health department."

Additional requirements apply to online and mail-order sales, canned or fermented goods, and frozen produce. If selling TCS foods, DSHS registration is mandated to obtain a permit from the state, not the city. State rules must be followed in full, even if not expressly stated in this ordinance.

These fees do not include state-required health inspections. No annual, temporary, or seasonal permit will be issued without a valid and current health inspection report, certificate, and state issued permit (applicable).

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-12-23 adopted 10/3/2023)

§ A4.002. Food service inspection fees.

- (a) Annual fee covering two yearly inspections: \$210.00.
- (b) Subsequent inspections in calendar year: \$105.00.
- (c) Reinspections shall not occur within 60 days unless there is a serious health risk or immediate need for corrective action.
- (d) Subject to the Fire Inspection Fees listed in A14.001.

§ A4.003. Food service definitions.

- (a) Time and Temperature Control for Safety Food (TCS Food): A food that requires time and temperature control for safety to limit pathogen growth or toxin production. The term includes a food that must be held under proper temperature controls, such as refrigeration, to prevent the growth of bacteria that may cause human illness. TCS food may include a food that contains protein and moisture and is neutral or slightly acidic, such as meat, poultry, fish, and shellfish products, pasteurized and unpasteurized milk and dairy products, raw seed sprouts, baked goods that require refrigeration, including cream or custard pies or cakes, and ice products. The term does not include a food that uses TCS food as ingredients if the final food product does not require time or temperature control for safety to limit pathogen growth or toxin production.
- (b) Bed & Breakfast, Extended: A lodging facility that either
 - (1) offers more than seven rooms for rent, or
 - (2) provides food service beyond breakfast to overnight guests, or
 - (3) serves food to customers who are not overnight guests. This includes any bed and breakfast that operates with expanded lodging capacity or food service beyond the traditional scope.
- (c) Bed & Breakfast, Limited: An establishment that has seven or fewer rooms for rent, only serves a breakfast meal to overnight guests.
- (d) Catering Operation: Serves food directly to consumers or via transit, including delivery.
- (e) Commercial Catering Operation: Serves food directly to consumers or via transit, including delivery.
- (f) Cottage Food Production Operation or Home Kitchen: Home-based business producing non-TCS food with less than \$150,000 in income. Includes a baked good

that is not a time and temperature control for safety food (TCS food), candy, coated and uncoated nuts, unroasted nut butters, fruit butters, a canned jam or jelly, a fruit pie, dehydrated fruit or vegetables, including dried beans, popcorn and popcorn snacks, cereal, including granola, dry mix, vinegar, pickled fruit or vegetables, including beets and carrots, that are preserved in vinegar, brine, or a similar solution at an equilibrium pH value of 4.6 or less, mustard, roasted coffee or dry tea, a dried herb or dried herb mix, plant-based acidified canned goods, fermented vegetable products, including products that are refrigerated to preserve quality, and any other food that is not a TCS food. Not required to be permitted per Texas DSHS unless selling and/or preparing TCS foods.

- (1) Does NOT include: meat, meat products, poultry, or poultry products, seafood, including seafood products, fish, fish products, shellfish, and shellfish products, ice or ice products, including shaved ice, ice cream, frozen custard, popsicles, and gelato, low-acid canned goods, products containing cannabidiol or tetrahydrocannabinol, or raw milk and raw milk products, or other TCS foods.
- (g) Food Bank: Nonprofit or public entity providing food to those in need.
- (h) Food Processing Plant: Facility manufacturing food for distribution—not retail-facing. Not classified as food establishment under DSHS.
- (i) Mobile Food Unit (MFU) or Food Truck: A vehicle-mounted, self or otherwise propelled, self-contained food service operation designed to be readily movable (including catering trucks, trailers, push carts, and roadside vendors) and used to store, prepare, display, serve or sell food. An MFU must completely retain its mobility at all times. An MFU does not include a stand or a booth. A roadside food vendor is classified as an MFU.
- (j) Produce Stand (Whole, Uncut): Stand offering only whole, uncut fresh fruits and vegetables. Does not include TCS foods. If TCS foods are prepared or sold, refer to the definition and fee for MFU.
- (k) Restaurant: Operation that stores, prepares, packages, serves, or vends food to consumers.
- (l) Retail Food Store: Section of an establishment offering food products for off-premises consumption, requires permit if handling TCS food.
- (m) Roadside Food Vendor: A person who operates a mobile retail food store from a temporary location adjacent to a public road or highway. Food is not prepared or processed by a roadside food vendor. A roadside food vendor is classified as an MFU.
- (n) School Food Establishment: Food prep site on school grounds, includes school event vendors. Permitted as food establishment under school operations.
- (o) Temporary Food Establishment, Single-Event: Temporary vendor operating from one individual food booth or unit, limited to a single event for no more than 14 days.
- (p) Temporary Food Establishment, Multiple Events: Temporary vendor operating from one individual food booth or unit, limited to no more than 14 days per event. Valid for 2 years.

- (q) Vending Machine Location: The room, enclosure, space, or area where one or more vending machines are installed and operated and that includes the storage areas and areas on the premises that are used to service and maintain the vending machines. This does not include self-service food markets. Facility itself may be regulated if not exempt. Exemption may be given if selling room-temperature, pre-packaged foods only.

ARTICLE A5.000 **UTILITIES**

§ A5.001. Water rates and charges.

The monthly water rates to be charged and collected by the city from all customers within the city limits and in the city's Certificate of Convenience and Necessity (CCN) obtaining city services for water shall be hereby fixed as follows:

	FY 2024	FY 2025	FY 2026
Residential Inside			
Minimum Charge			
3/4" or less	\$20.83	\$23.02	\$25.44
1"	\$52.08	\$57.56	\$63.61
1.5"	\$104.16	\$115.11	\$127.21
2"	\$166.65	\$184.17	\$203.53
3"	\$312.48	\$345.33	\$381.63
4"	\$520.75	\$575.50	\$636.00
Volumetric Charge			
0 — 5,000	\$2.24	\$2.24	\$2.24
5,001 — 15,000	\$3.36	\$3.36	\$3.36
15,001 +	\$5.04	\$5.04	\$5.04
Residential Outside			
Minimum Charge			
3/4" or less	\$28.40	\$31.38	\$34.67
1"	\$70.99	\$78.44	\$86.66
1.5"	\$141.99	\$156.89	\$173.34
2"	\$227.17	\$251.01	\$277.33
3"	\$425.93	\$470.62	\$519.96
4"	\$710.00	\$784.50	\$866.75
Volumetric Charge			
0 — 5,000	\$3.15	\$3.15	\$3.15
5,001 — 15,000	\$4.73	\$4.73	\$4.73
15,001+	\$7.10	\$7.10	\$7.10
Commercial Inside			
Minimum Charge			
3/4" or less	\$20.83	\$23.02	\$25.44
1"	\$52.08	\$57.56	\$63.61

	FY 2024	FY 2025	FY 2026
1.5"	\$104.16	\$115.11	\$127.21
2"	\$166.65	\$184.17	\$203.53
3"	\$312.48	\$345.33	\$381.63
4"	\$520.75	\$575.50	\$636.00
Volumetric Charge			
0 — 5,000	\$2.24	\$2.24	\$2.24
5,001—15,000	\$3.36	\$3.36	\$3.36
15,001+	\$5.04	\$5.04	\$5.04
Commercial Outside			
Minimum Charge			
3/4" or less	\$28.40	\$31.38	\$34.67
1"	\$70.99	\$78.44	\$86.66
1.5"	\$141.99	\$156.89	\$173.34
2"	\$227.17	\$251.01	\$277.33
3"	\$425.93	\$470.62	\$519.96
4"	\$710.00	\$784.50	\$866.75
Volumetric Charge			
0 — 5,000	\$3.15	\$3.15	\$3.15
5,001 — 15,000	\$4.73	\$4.73	\$4.73
15,001+	\$7.10	\$7.10	\$7.10
RV Park			
Minimum Charge			
3/4" or less	\$20.83	\$23.02	\$25.44
1"	\$52.08	\$57.56	\$63.61
1.5"	\$104.16	\$115.11	\$127.21
2"	\$166.65	\$184.17	\$203.53
3"	\$312.48	\$345.33	\$381.63
4"	\$520.75	\$575.50	\$636.00
Volumetric Charge			
0—5,000	\$2.24	\$2.24	\$2.24
5,001—15,000	\$3.36	\$3.36	\$3.36
15,001+	\$5.04	\$5.04	\$5.04
City Water			
Minimum Charge			
3/4" or less	\$ —	\$ —	\$ —
1"	\$ —	\$ —	\$ —
1.5"	\$ —	\$ —	\$ —

	FY 2024	FY 2025	FY 2026
2"	\$ —	\$ —	\$ —
3"	\$ —	\$ —	\$ —
4"	\$ —	\$ —	\$ —
Volumetric Charge			
All	\$ —	\$ —	\$ —
Residential Irrigation			
Minimum Charge			
3/4" or less	\$10.42	\$11.51	\$12.72
1"	\$26.02	\$28.74	\$31.76
1.5"	\$52.07	\$57.52	\$63.57
2"	\$83.29	\$92.00	\$101.67
3"	\$156.19	\$172.53	\$190.67
4"	\$260.50	\$287.75	\$318.00
Volumetric Charge			
0 — 5,000	\$3.67	\$3.67	\$3.67
5,001 — 15,000	\$5.51	\$5.51	\$5.51
15,001+	\$8.27	\$8.27	\$8.27
Commercial Irrigation			
Minimum Charge			
3/4" or less	\$10.42	\$11.51	\$12.72
1"	\$26.02	\$28.74	\$31.76
1.5"	\$52.07	\$57.52	\$63.57
2"	\$83.29	\$92.00	\$101.67
3"	\$156.19	\$172.53	\$190.67
4"	\$260.50	\$287.75	\$318.00
Volumetric Charge			
0 — 5,000	\$3.67	\$3.67	\$3.67
5,001 — 15,000	\$5.51	\$5.51	\$5.51
15,001+	\$8.27	\$8.27	\$8.27
City Irrigation			
Minimum Charge			
3/4" or less	\$ —	\$ —	\$ —
1"	\$ —	\$ —	\$ —
1.5"	\$ —	\$ —	\$ —
2"	\$ —	\$ —	\$ —
3"	\$ —	\$ —	\$ —
4"	\$ —	\$ —	\$ —

	FY 2024	FY 2025	FY 2026
Volumetric Charge			
All	\$ —	\$ —	\$ —

§ A5.002. Wastewater rates and charges.

The monthly wastewater rates to be charged and collected by the city from all customers within the city limits or in the city's certificate of convenience and necessity (CCN) obtaining city services for wastewater shall be hereby fixed as follows:

	FY 2024	FY 2025	FY 2026
Residential Inside			
Minimum Charge			
3/4" or less	\$39.06	\$45.31	\$52.56
1"	\$97.63	\$113.25	\$131.37
1.5"	\$195.27	\$226.52	\$262.77
2"	\$312.43	\$362.42	\$420.41
3"	\$585.81	\$679.55	\$788.28
4"	\$976.50	\$1,132.75	\$1,314.00
Volumetric Charge			
All	\$7.24	\$8.40	\$9.74
Commercial Inside			
Minimum Charge			
3/4" or less	\$39.06	\$45.31	\$52.56
1"	\$97.63	\$113.25	\$131.37
1.5"	\$195.27	\$226.52	\$262.77
2"	\$312.43	\$362.42	\$420.41
3"	\$585.81	\$679.55	\$788.28
4"	\$976.50	\$1,132.75	\$1,314.00
Volumetric Charge			
All	\$7.24	\$8.40	\$9.74
Outside			
Minimum Charge			
3/4" or less	\$44.92	\$52.11	\$60.45
1"	\$112.28	\$130.25	\$151.10
1.5"	\$224.55	\$260.49	\$302.18
2"	\$359.29	\$416.80	\$483.51
3"	\$673.65	\$781.48	\$906.55
4"	\$1,122.63	\$1,302.32	\$1,510.75

	FY 2024	FY 2025	FY 2026
Volumetric Charge			
All	\$8.32	\$9.65	\$11.19
RV Park			
Minimum Charge			
3/4" or less	\$ —	\$ —	\$ —
1"	\$ —	\$ —	\$ —
1.5"	\$ —	\$ —	\$ —
2"	\$227.31	\$263.68	\$305.87
3"	\$ —	\$ —	\$ —
4"	\$ —	\$ —	\$ —
Volumetric Charge			
All	\$5.27	\$6.11	\$7.09
2 Mtr			
Minimum Charge			
3/4" or less	\$39.06	\$45.31	\$52.56
1"	\$97.63	\$113.25	\$131.37
1.5"	\$195.27	\$226.52	\$262.77
2"	\$312.43	\$362.42	\$420.41
3"	\$585.81	\$679.55	\$788.28
4"	\$976.50	\$1,132.75	\$1,314.00
Volumetric Charge			
All	\$7.24	\$8.40	\$9.74
City			
Minimum Charge			
Base	\$ —	\$ —	\$ —
Volumetric Charge			
All	\$ —	\$ —	\$ —

§ A5.003. Irrigation rates and charges.

The monthly irrigation rates to be charged and collected by the city from all customers obtaining city services for irrigation water shall be hereby fixed as follows:

Meter Charge	
3/4 inch	\$6.31
1 inch	\$15.76
1-1/2 inch	\$31.53

2 inch	\$50.44
3 inch	\$94.58
4 inch	\$157.75
Volumetric Charge per 1,000 Gallons	
0–6,000	\$3.67
6,001–12,000	\$4.59
12,001–18,000	\$5.74
18,001 and over	\$7.17

§ A5.004. Utility billing.

- (a) Utility deposit:
 - (1) Homeowner: \$100.00.
 - (2) Renter: \$150.00.
 - (3) Clean up deposit, one week (7 calendar days): \$30.00.
 - (4) Clean up deposit, two weeks (14 calendar days): \$60.00.
- (b) Late fee: \$25.00 or 15% of total due, whichever is greater.
- (c) Reconnection for nonpayment: \$35.00.
- (d) Meter pull: \$150.00.
- (e) Meter reset: \$50.00.
- (f) Irrigation meter removal (customer): \$35.00.
- (g) Irrigation meter reinstall (customer): \$50.00.
- (h) Irrigation meter lock-out (noncompliance): \$50.00.
- (i) Leak check: \$35.00.
- (j) Test meter: \$35.00 plus cost of test.
- (k) Re-read meter (after first re-read): \$35.00.
- (l) Temporary meter: \$50.00 for processing and setting meter for up to 48 hours plus water use.
- (m) Transfer service: \$35.00 for processing and field work.

*All monthly water, sewer and solid waste rates are adopted by separate city ordinance.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-14-22 adopted 11/22/2022;
Ordinance O-12-23 adopted 10/3/2023)

§ A5.005. Tap fees.

- (a) As of October 3, 2023, the city generally will not conduct any water and sewer tap. General contractors desiring to perform a water and/or sewer tap must request inspection in advance. In specific cases, the director of public works may determine that a tap shall be performed by the city and in such case, the fees for these taps are as follows:

- (1) Water tap fee:

5/8"–3/4"	\$900.00
1"	\$975.00
1-1/4"–1-1/2"	\$1,100.00
2"	Actual cost plus \$500.00
Over 2"	Actual cost plus \$600.00

*Installation means connection of meter where a service is existing.

- (2) Sewer tap fee:

3"	\$500.00
4"	\$600.00
6" or larger	\$700.00

*Additional costs may be added to the tap fee depending on construction required.

- (b) Additional cost above tap fee:

- (1) Street cuts and/or road bores: Actual cost plus \$100.00 admin.

- (2) All taps exceeding 4' depth: Actual cost plus \$100.00 admin.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-12-23 adopted 10/3/2023)

§ A5.006. Backflow device inspection.

Installation or replacement: \$25.00.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-12-23 adopted 10/3/2023)

§ A5.007. Solid waste collection.

Actual cost charged by third-party collection service plus 10% per contract.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-12-23 adopted 10/3/2023)

§ A5.008. Smart water meter fees.

The smart water meter fee shall be based upon the size and type of the smart water meter as follows:

Size	Type	Price
3/4" x 5/8"	ALD	\$363.00
3/4" x 5/8"	AMI	\$264.00
1" x 1"	ALD	\$489.50
1-1/2" x 1-1/2"	AMI	\$737.00
2" x 2"	ALD	\$1,072.50
3" x 3"	AMI	\$2,420.00
4" x 4"	AMI	\$3,520.00

(Ordinance O-08-21 adopted 8/3/21; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A6.000
CODE ENFORCEMENT

§ A6.001. Code enforcement.

- (a) Code violation abatement admin. fee: \$250.00.
- (b) Code violation abatement: Actual costs.
- (c) Substandard/dangerous structure: 20% of value of property but not less than \$250.00.

*Delinquency in payment of these costs and fees shall result in addition of interest at the rate of 10% and filing a lien against the property. Also, the city reserves the right to take appropriate steps to foreclose on the lien as provided by law.

- (d) Peddler/solicitor: \$25.00 per solicitor per occurrence.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-14-22 adopted 11/22/2022; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A7.000
COIN-OPERATED MACHINES

§ A7.001. Coin-operated machines.

- (a) Coin-operated machine operator (annually): \$250.00.
- (b) Machines each (annually): \$15.00.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A8.000
ANIMAL CONTROL

§ A8.001. Animal control.

- (a) Animal registration fee:
 - (1) Spayed or neutered animal: \$10.00.
 - (2) Intact animal: \$50.00.
- (b) Dangerous dog registration fee: \$200.00.
- (c) Owner surrender fee:
 - (1) Adult animal: \$50.00.
 - (2) Litter (under 12 weeks with mother): \$10.00 plus \$50.00 for mother.
 - (3) Litter without mother: \$50.00.
- (d) Impounded domestic animal:
 - (1) First impound within one year: \$40.00.
 - (2) Second impound within one year: \$50.00.
 - (3) Third impound within one year: \$75.00.
 - (4) Fourth impound within one year: \$85.00.
 - (5) Additional impound within one year: \$100.00.
- (e) Daily boarding charge:
 - (1) Not quarantined: \$15.00 or cost plus 20%, whichever is greater.
 - (2) Quarantined: \$20.00 or cost plus 20%, whichever is greater.
- (f) Impounded livestock: \$35.00 plus boarding of third party.

*Boarding will be handled and paid directly by the third party. Owner will still owe the city impound fee.

- (g) Identification tag: \$10.00.
- (h) Wild or exotic animal permit: \$200.00.
- (i) Pickup and disposal of dead animal: \$50.00.
- (j) Residential breeder/foster license: \$35.00.
- (k) Euthanasia, shipping and testing sample: \$110.00.
- (l) Rabies vaccination: N/A.

ARTICLE A9.000
CITY SECRETARY

§ A9.001. Business-related fees.

- (a) Licensing inspection (Ord. O-04-09): \$475.00.
- (b) License renewal (Ord. O-04-09) (initial and renewal): 1/2 TABC licensing and renewal fee.
- (c) Filing fee (county): Actual cost plus \$60.00 per hour.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A10.000
MISCELLANEOUS FEES

§ A10.001. Credit card service charge and returned check fee.

Relevant to all departments:

- (1) Convenience fee (use of credit card): No charge unless it is a pass-through to a third-party collection agency.
- (2) Service charge (denied credit card transaction): \$35.00.
- (3) Returned check fee: \$35.00.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-14-22 adopted 11/22/2022; Ordinance O-12-23 adopted 10/3/2023)

§ A10.002. Garage sales.

Garage sale: No fee (Permit is required.)

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-12-23 adopted 10/3/2023)

**ARTICLE A11.000
MUNICIPAL COURT**

§ A11.001. Warrant fee.

As adopted in the Code of Criminal Procedure.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-12-23 adopted 10/3/2023)

ARTICLE A12.000
PARKS AND RECREATION

§ A12.001. Parks and recreation.

- (a) Park pavilion rental:
 - (1) Resident: \$15.00 hour - 2 hour minimum.
 - (2) Nonresident: \$30.00 hour - 2 hour minimum.
- (b) Ballfield rental:
 - (1) Resident: \$25.00 hour - 2 hour minimum.
 - (2) Nonresident: \$35.00 hour - 2 hour minimum.
- (c) Community center membership fees:
 - (1) Monthly membership resident senior (age 55+), active military, or veteran: \$15.00.
 - (2) Monthly membership nonresident senior (age 55+), active military, or veteran: \$30.00.
 - (3) Monthly membership single adult – resident: \$20.00.
 - (4) Monthly membership – single adult nonresident: \$40.00.
 - (5) Monthly membership family – resident: \$40.00.
 - (6) Monthly membership family – nonresident: \$80.00.
 - (7) Annual membership resident senior (age 55+), active military, or veteran: \$150.00.
 - (8) Annual membership nonresident senior (age 55+), active military, or veteran: \$300.00.
 - (9) Annual membership single adult – resident: \$200.00.
 - (10) Annual membership single adult – nonresident: \$400.00.
 - (11) Annual membership family – resident: \$400.00.
 - (12) Annual membership family – nonresident: \$800.00.
 - (13) Youth room fee: \$3.00.

For purposes of this subsection (c), 'family' means persons who live in the same household and who are related by blood or marriage, such that they may be claimed as a spouse, domestic partner, or dependent.
- (d) Community center daily use:
 - (1) Youth (age 5–15) or adult (age 16 and older) – resident: \$5.00.
 - (2) Adult (16 years and older) – nonresident: \$10.00.
- (e) Parks and recreation facility rentals:

- (1) Family center: 1932 S. Hampton Rd. rental block includes set-up time:
 - (A) Deposit - (resident/nonresident): \$150.00.
 - (B) Set-up fee (optional): \$100.00.
 - (C) Rental – 2 hours (resident): \$150.00.
 - (D) Rental – 2 hours (nonresident): \$250.00.
 - (E) Hourly rental (resident): \$75.00/hour.
 - (F) Hourly rental (nonresident): \$125.00/hour.
 - (G) Kitchen rental (resident/nonresident): \$30.00 flat fee.
 - (H) Audio/video usage (resident/nonresident): \$30.00 flat fee.
- (2) Community center banquet room (rooms A and B): 1938 S. Hampton Rd.:
 - (A) Deposit - (resident/nonresident): \$250.00.
 - (B) Set-up fee (optional): \$100.00.
 - (C) Rooms A and B - 4 hours (resident) (capacity 150): \$600.00.
 - (D) Rooms A and B - 4 hours (nonresident): \$700.00.
 - (E) Each additional hour (resident): \$150.00/hour.
 - (F) Each additional hour (nonresident): \$175.00/hour.
 - (G) Kitchen rental (resident/nonresident): \$75.00 flat fee.
 - (H) Audio/video usage (resident/nonresident): \$30.00 flat fee.
 - (I) 5-ft. linen tablecloths: \$10.00 each.
 - (J) 18 x 18 dance floor rental (resident/nonresident): \$400.00.
 - (K) LED uplighting (resident/nonresident): \$30.00
- (3) Room A – Community center banquet room:
 - (A) Deposit - (resident/nonresident): \$250.00.
 - (B) Room A – 2 hours (resident): \$200.00.
 - (C) Room A – 2 hours (nonresident): \$250.00.
 - (D) Each additional hour (resident): \$100.00/hour.
 - (E) Each additional hour (nonresident): \$125.00/hour.
 - (F) Kitchen rental (resident/nonresident): \$75.00 flat fee.
 - (G) Audio/video usage (resident/nonresident): \$30.00 flat fee.

- (H) 5-ft. linen tablecloths: \$10.00 each.
- (4) Room B – Community center banquet room:
 - (A) Deposit - (resident/nonresident): \$250.00.
 - (B) Room B – 2 hours (resident): \$100.00.
 - (C) Room B – 2 hours (nonresident): \$150.00.
 - (D) Each additional hour (resident): \$50.00/hour.
 - (E) Each additional hour (nonresident): \$75.00/hour.
 - (F) Audio/video usage (resident/nonresident): \$30.00 flat fee.
 - (G) 5-ft. linen tablecloths: \$10.00 each.
- (5) Community center gymnasium (available for rental for training or practice for basketball, pickleball, or volleyball):
 - (A) Deposit - (resident/nonresident): \$250.00.
 - (B) Half court rental (resident): \$50.00/hour.
 - (C) Half court rental (nonresident): \$60.00/hour.
 - (D) Full court rental (resident): \$100.00/hour.
 - (E) Full court rental (nonresident): \$120.00/hour.
- (6) Youth room rental (max capacity 25):
 - (A) Deposit - (resident/nonresident): \$50.00.
 - (B) Set up fee (optional): \$20.00.
 - (C) Youth room - 2 hours (resident): \$50.00.
 - (D) Youth room - 2 hours (nonresident): \$60.00.
 - (E) Each additional hour (resident): \$25.00.
 - (F) Each additional hour (nonresident): \$30.00.
 - (G) Projector fee (resident/nonresident): \$10.00.
- (f) Recreation programs:
 - (1) Individual recreation classes - range from \$5.00–\$50.00 per class/day.
 - (2) Recreation programs (recreation programs will vary by week or by month) - range from \$20.00–\$200.00 per week/month/session.
 - (3) Recreation team sports – range from \$100.00–\$500.00 per team/season.

ARTICLE A13.000
POLICE DEPARTMENT

§ A13.001. Police Department.

- (a) Sexually oriented business (annually): \$2,500.00.
- (b) Dance hall (annually): \$1,000.00.
Late hour: \$1,000.00.
- (c) Peddler/solicitor: \$25.00 per solicitor per occurrence.
- (d) Alarm registration fee (biennial, no transfer):
 - (1) Residential permit: \$35.00.
 - (2) Business: \$100.00.
- (e) False alarm fees (per occurrence after fifth false alarm within 12 months):
 - (1) Residential: \$50.00.
 - (2) Business: \$100.00.
 - (3) False robbery alarm notification: \$50.00.
- (f) Alarm company service fee (for incorrect permit number relayed): \$50.00.
- (g) Response to false alarm (for person excluded from receiving an alarm signal pursuant to section 4.08.011 of chapter 4): \$150.00.
- (h) Noise ordinance relief permit: \$30.00.

(Ordinance O-13-11 adopted 9/19/11; Ordinance O-02-16 adopted 1/11/16; Ordinance O-12-23 adopted 10/3/2023)

**ARTICLE A14.000
FIRE DEPARTMENT**

§ A14.001. Annual inspection fees.

- (a) Commercial < 5,000 sq. ft.: \$25.00.
 - (1) Charge for additional inspections: \$50.00.
 - (b) Commercial > 5,000 sq. ft.: \$50.00.
 - (1) Charge for additional inspections: \$50.00.
 - (c) High rise structure mixed use: \$1,000.00.
 - (d) New construction of all hotels or SRO facilities with exterior corridor rooms only: \$2,000.00.
 - (e) New construction of all hotels or SRO facilities with exterior and interior corridor rooms only: \$3,000.00.
 - (f) New construction of all hotels or SRO facilities with interior corridor rooms and places of assembly, such as restaurants, lounge, banquet facilities and so on: \$4,000.00.
 - (g) Public schools K-12: \$25.00/hr.
 - (h) Licensed day-care: \$75.00/hr.
 - (i) Foster home: \$50.00.
 - (j) Licensed nursing home: \$200.00.
 - (k) Fire watch/standby: \$50.00/hr.
 - (l) Special event site inspection: \$25.00.
- (Ordinance O-03-17, sec. 1, adopted 3/21/17; Ordinance O-12-23 adopted 10/3/2023)

§ A14.002. Ambulance service.

- (a) Advanced life support I:
 - (1) Resident: \$780.00.
 - (2) Nonresident: \$855.00.
- (b) Advanced life support II:
 - (1) Resident: \$825.00.
 - (2) Nonresident: \$900.00.
- (c) Basic life support:
 - (1) Resident: \$712.00.
 - (2) Nonresident: \$787.00.

- (d) Treatment/no transport: \$175.00.
- (e) Emergency "loaded" mileage/mile: \$15.00.
- (f) Oxygen, administration and supplies/hour: \$119.00.
- (g) I.V. administration, drug therapy, equipment and supplies/hour: \$119.00.
- (h) *Definitions:

ALS1 (advanced life support). Paramedic skills available but no advanced skills used. ALS2 (advanced life support). Paramedic skills available and advanced skills used.

Basic life support emergency services. Paramedic skills are not available. Care provided by basic level emergency medical technician.

Mileage. From the scene to final destination of delivery. Nonresident. Not a resident of the City of Glenn Heights. Resident. A resident of the City of Glenn Heights.

- (i) Any resident or nonresident delivered to a location for helicopter transportation shall be charged the fees accumulated as if delivered to a medical facility. This cost is in addition to those accrued for the helicopter transport.
 - (j) The ambulance service charges set forth herein may be adjusted by the city manager or designee to reflect changes in the cost of supplies and/or equipment and to add new items that have been added to medical protocol.
- (Ordinance O-13-11 adopted 9/19/11; Ordinance O-12-23 adopted 10/3/2023)

§ A14.003. Plan review and acceptance testing fees.

- (a) Plan review <10,000 sq. ft: \$150.00.
- (b) Plan review > 10,000 sq. ft: \$200.00.
- (c) Underground fire main hydro: \$50.00.
- (d) Fire alarm acceptance testing: \$25.00/hour.
- (e) Fire protection sprinkler acceptance testing: \$25.00/hour.
- (f) Hydrant flow test: \$50.00.

(Ordinance O-03-17, sec. 2–4, adopted 3/21/17; Ordinance O-12-23 adopted 10/3/2023)

§ A14.004. EMS fees.

(a) CPR class: \$50.00.

(b) First-aid class: \$50.00.

(Ordinance O-03-17, sec. 2–4, adopted 3/21/17; Ordinance O-12-23 adopted 10/3/2023)

§ A14.005. Report fees.

(a) Copy of EMS report: \$10.00.

(b) Copy of fire report: \$10.00.



NOTICE OF PUBLIC HEARING

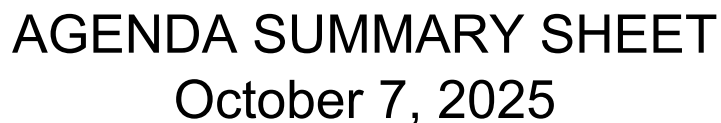
**City of Glenn Heights
1938 South Hampton Road, Bldg. C
Glenn Heights, TX 75154**

Notice is hereby given that the City Council of the City of Glenn Heights, Texas, will hold a public hearing on Tuesday, October 07, 2025, beginning at 7:00 p.m., in the City Hall Council Chambers, located at 1938 South Hampton Road, Bldg. C, Glenn Heights, Texas, 75154, as prescribed by V.T.C.S., Government Code Section §551.041, to consider and possibly take action on the following:

Public hearing to receive testimony related to amending appendix A, the city's master Fee schedule, of the code of ordinances, city of Glenn Heights, Texas, to adopt or revise Fees for Planning Department services (section A2.001), Building Inspection Department General Fees (section A3.001), Building Permit Fees (section A3.002), Rental Registration and Inspection Fees (section A3.003), Food Service Fees (sections A4.001 and A4.002), adding definitions relating to Food Service Fees, and requiring permits for garage sales; reauthorizing the city's Building Permit Fees; providing that other fees not listed but now charged pursuant to other ordinances and resolutions shall remain in effect until transferred to the master fee schedule by amendment.

All interested parties are encouraged to attend the public hearing to provide testimony or express comments regarding this matter. If you cannot attend, you may submit comments in writing in support or opposition to the following Address:

Parviz Pourazizian
Director of Planning and Development Services
City of Glenn Heights
1938 South Hampton Road, Bldg. C
Glenn Heights, Texas 75154
Or,
972-223-1690 Ext. 452
Ppourazizian@glennheightstx.gov



Public Hearing, discussion and first reading of Ordinance O-20-25, related to a proposed change in zoning from Single Family Residential-1 (SF-1) District to a Planned Development District-33 (PD-33) for approximately 46.32 acres of land located on the west side of South Westmoreland Road and the south city limits, and commonly known as 1957, 2011 and 2100 South Westmoreland Road, Glenn Heights, Dallas County, Texas for the purpose of a mixed-use development site, consisting of Single-Family Residential Patio Homes, Multi-Family and Commercial Districts. (Parviz Pourazizian, Director of Planning & Development Services)

[illegible]

PLANNED DEVELOPMENT: WESTMORELAND ESTATES (PD-33)



PARVIZ POURAZIZIAN, DIRECTOR OF DEVELOPMENT
SERVICES

OCTOBER 07, 2025

REZONING REQUEST



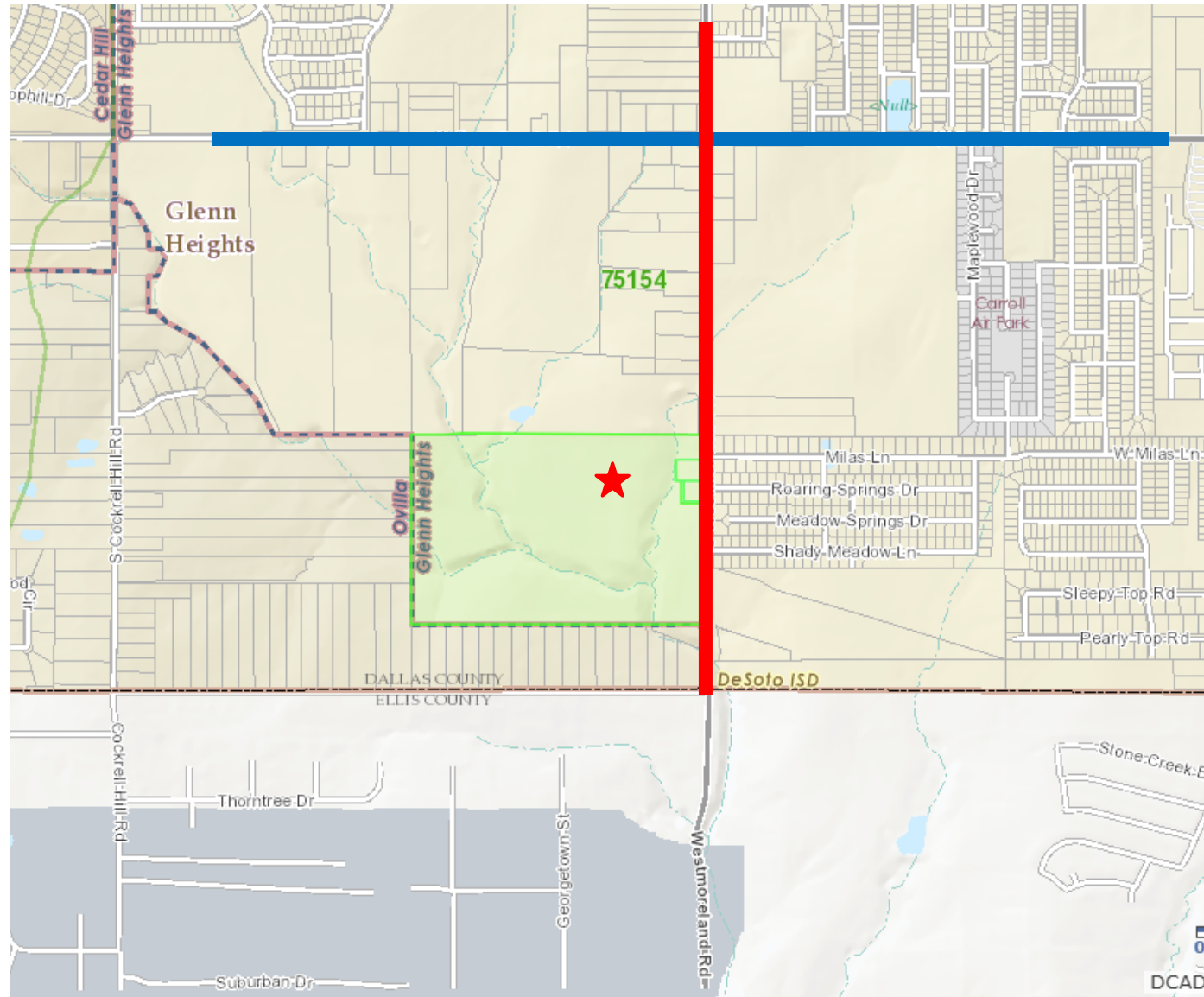
Planned Development 33 (PD-33): Conduct a Public Hearing, discuss and consider making recommendation to the city council of the city of Glenn Heights related to a proposed change in zoning from Single Family Residential 1 (SF-1) District to a Planned Development District-33 (PD-33) for approximately 46.32 acres of land located on the west side of South Westmoreland Road and the south city limits, and commonly known as 2011 South Westmoreland Road, Glenn Heights, Dallas County, Texas for the purpose of a mixed-use development site, consisting of Single-Family Residential Patio Homes, Multi-Family and Commercial Districts.

REZONING REQUEST

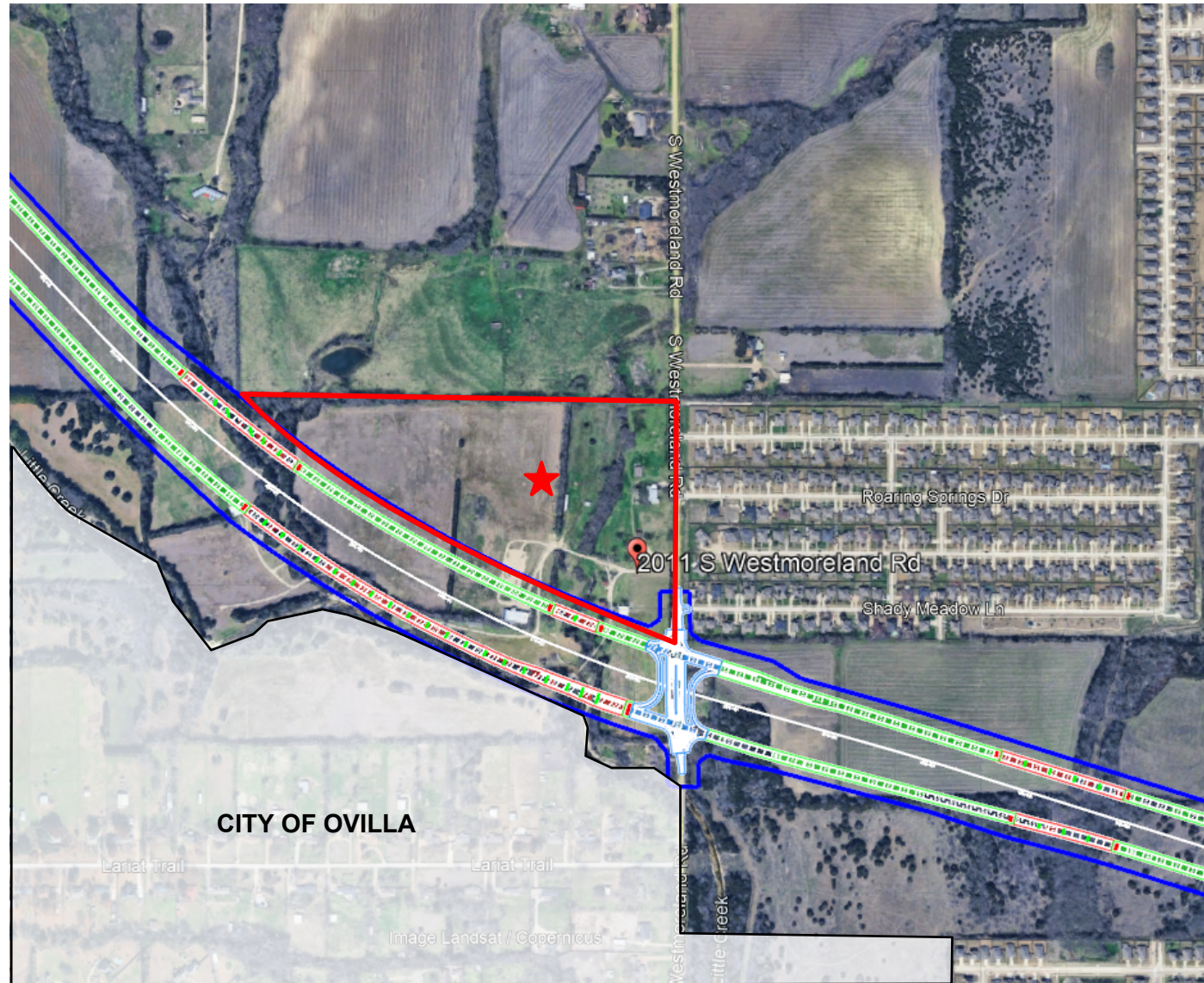


Applicant:	Farrukh Azim and S.I. Abed
Location:	West Side of S. Westmoreland Rd and North of the City's Southern City Limit, commonly known as 1957, 2011 and 2100 South Westmoreland Road
Request:	Establish a Mixed-Use Planned Development site, consisting of Single-Family Residential Patio Homes (SF-PH), Multi-Family (MF), and Commercial (C) Districts
Current Status:	Unplatted, Zoned Single-Family Residential 1 (SF-1)

LOCATION MAP



AERIAL MAP



LOCATION MAP



View looking NW on S. Westmoreland Rd

LOCATION MAP

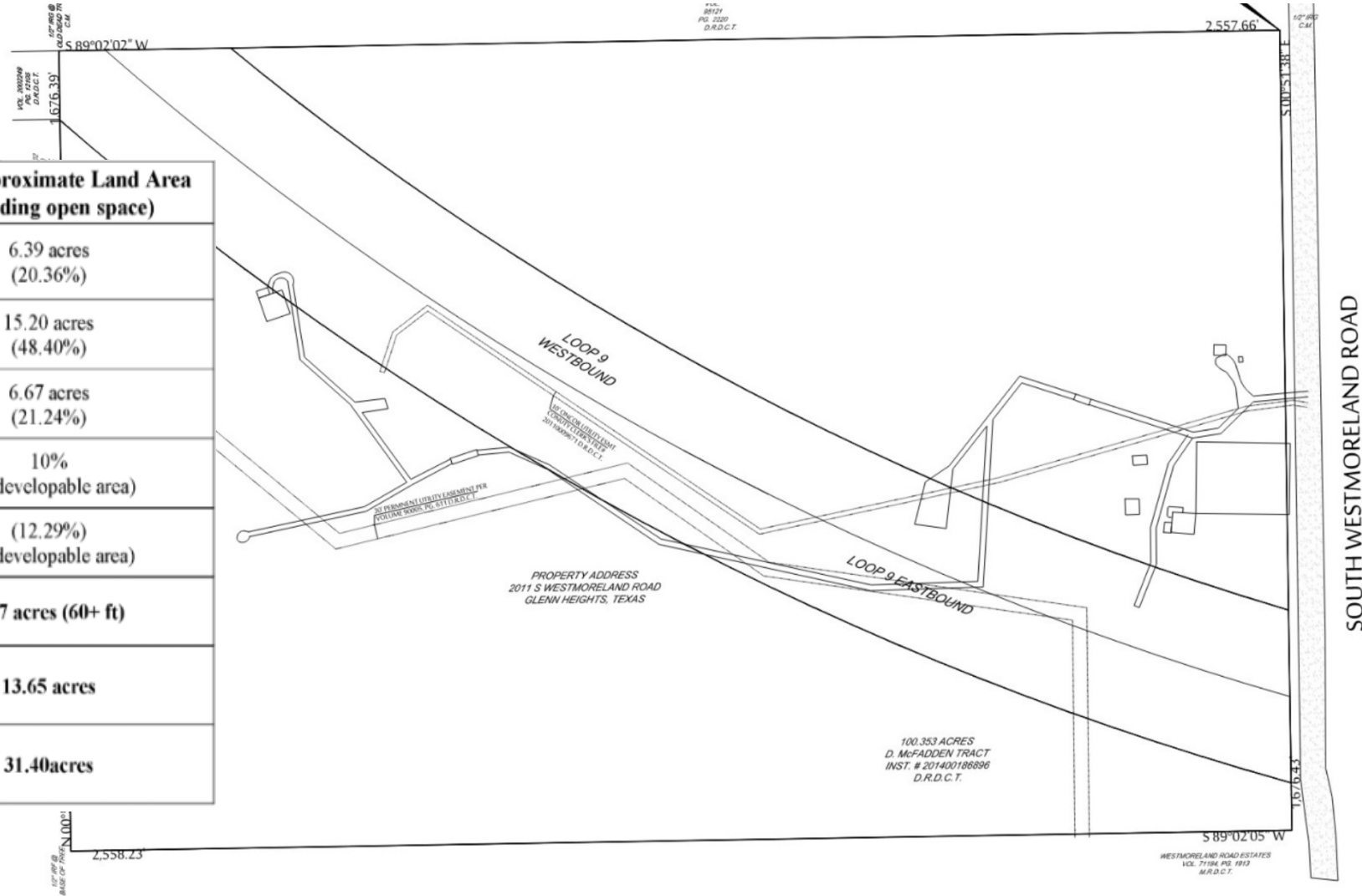


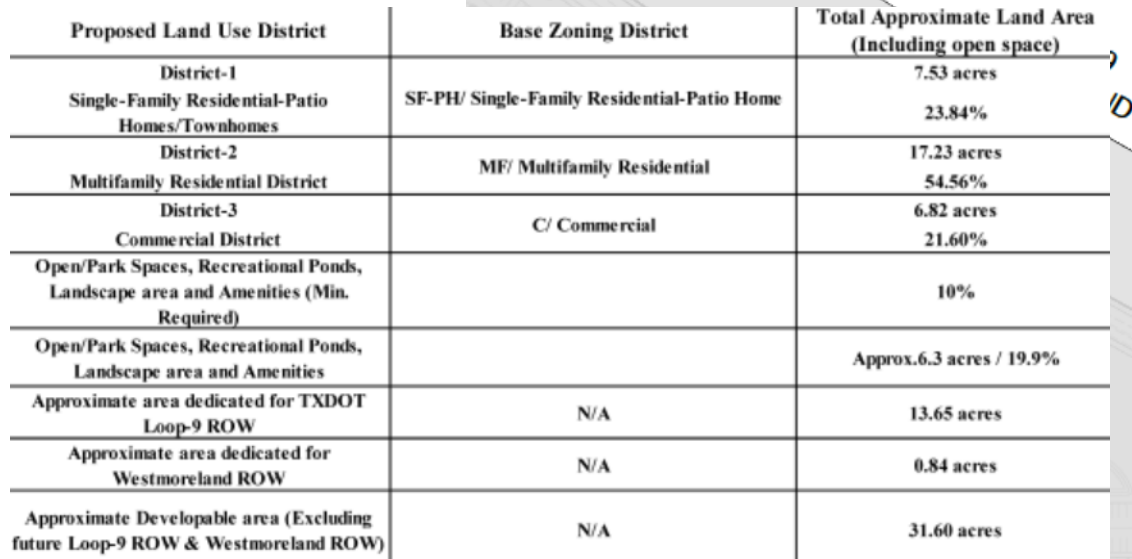
View looking SW on S. Westmoreland Rd

SURVEY AND LAND USE



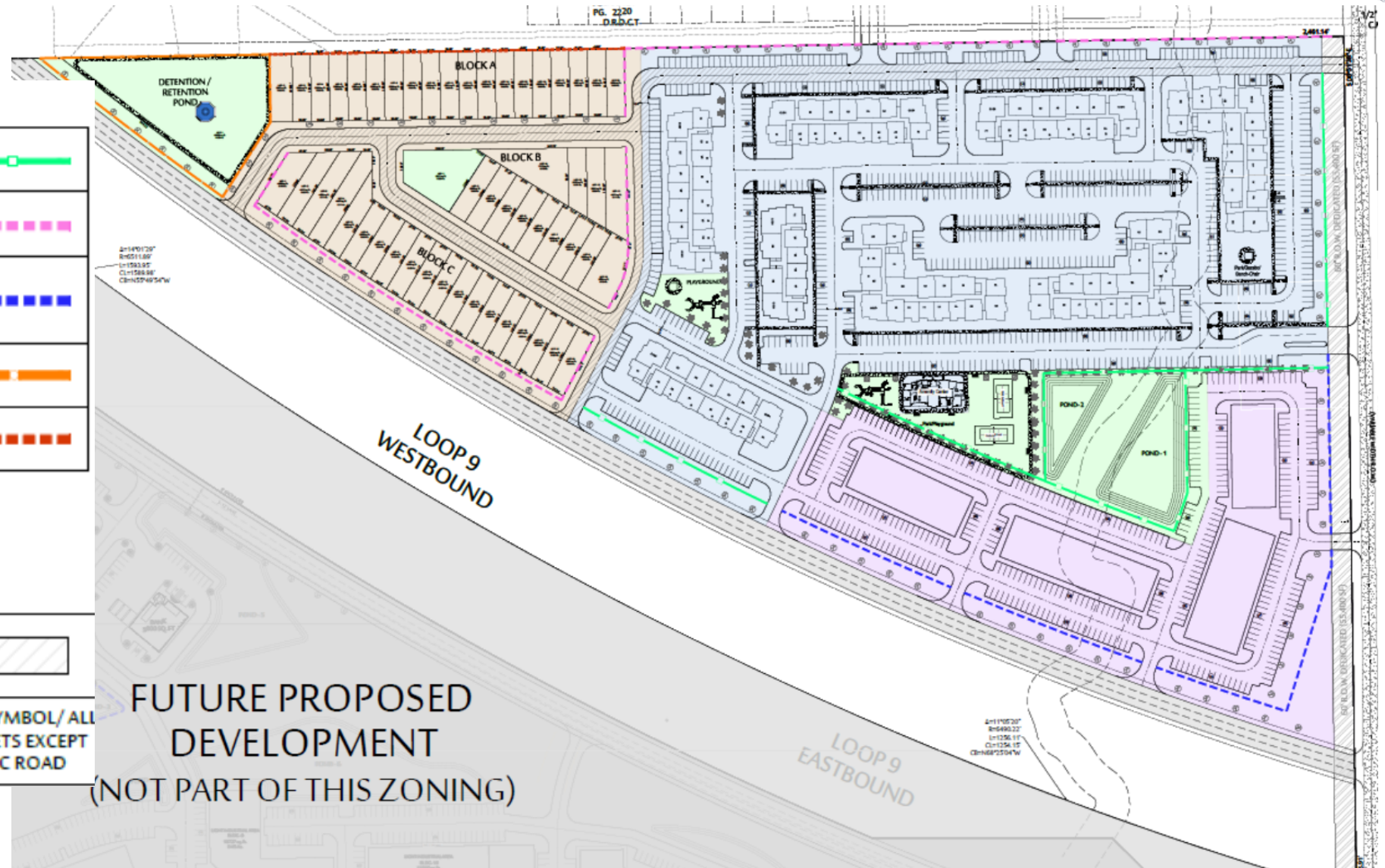
Proposed Land Use District	Base Zoning District	Total Approximate Land Area (Including open space)
District-1 Single-Family Residential-Patio Homes/Townhomes	SF-PH/ Single-Family Residential-Patio Home	6.39 acres (20.36%)
District-2 Multifamily Residential District	MF/ Multifamily Residential	15.20 acres (48.40%)
District-3 Commercial District	C/ Commercial	6.67 acres (21.24%)
Open/Park Spaces, Recreational Ponds and Amenities (Min. Required)	N/A	10% (Of developable area)
Open/Park Spaces, Recreational Ponds and Amenities (Provided)	N/A	(12.29%) (Of developable area)
Approximate area dedicated for S. Westmoreland Road ROW	N/A	1.27 acres (60+ ft)
Approximate area dedicated for TXDOT Loop-9 ROW	N/A	13.65 acres
Approximate Developable area (Excluding future Loop-9 ROW)	N/A	31.40 acres



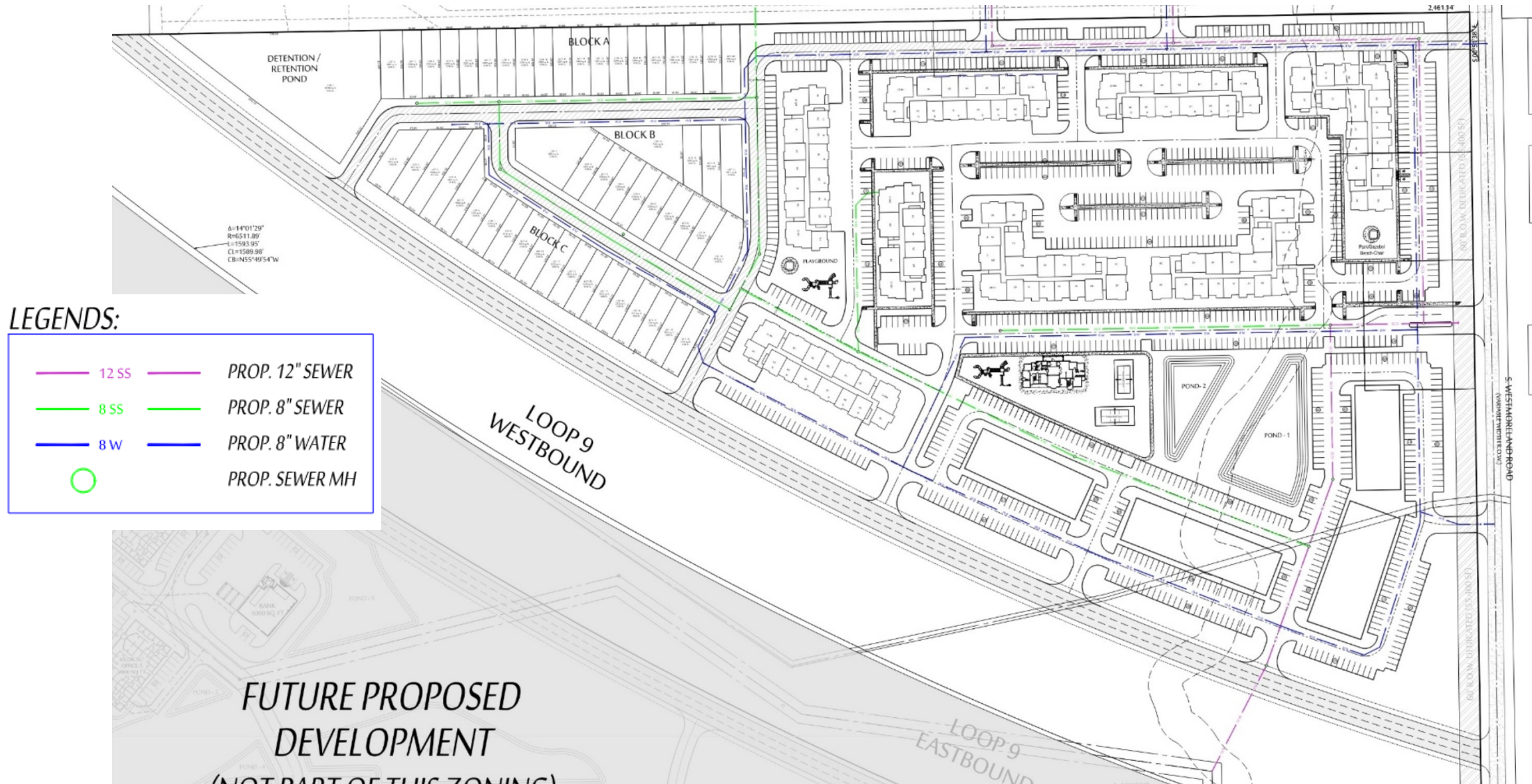


STREET CATEGORY MUTUAL ACCESS & PUBLIC STREET	
PRIVATE STREET	NO SYMBOL/ ALL STREETS EXCEPT PUBLIC ROAD

FUTURE PROPOSED
DEVELOPMENT
(NOT PART OF THIS ZONING)



UTILITY PLAN



DISTRICT 1: SINGLE-FAMILY PATIO HOMES (SF-PH)

Table 2 –Single-Family Residential-Patio Homes/Townhomes

Minimum Lot Requirements (Except in bend or cul-de-sac)	
Lot Area	3300 sf. (SF-1 Zoning 20,000 sq. ft)
Lot Width	30' (SF-1 Zoning 125 ft)
Lot Depth	100' (SF-1 Zoning 140 ft)
Minimum Dwelling Unit Requirements	
1 Bedroom Unit	1,100 sf. (SF-1 Zoning 2,700 sq. ft)
2 Bedroom Unit	1,200 sf. (SF-1 Zoning 2,700 sq. ft)
3 Bedroom Unit	1,300 sf. (SF-1 Zoning 2,700 sq. ft)
Minimum Setback Requirements	
Front Yard Setback	20' (SF-1 Zoning 35 ft)
Side Yard Setback	0 ft for Townhomes/ 5 ft between Patio Homes at one side and 0 ft on the other side (SF-1 Zoning 15 ft)
Side Yard Adjacent to Street	10' (SF-1 Zoning 25 ft)
Rear Yard Setback	15' (SF-1 Zoning 30 ft)
Lot Coverage for Main Structure	65% (SF-1 Zoning 35 %)
Maximum Building Requirements	
Main Structure Height	35' (SF-1 Zoning 35 ft)
Max. Density/ Acre	12
Minimum Landscaping Requirements	
Trees	One 3" caliper tree in front yard One 3" caliper tree in rear yard
Sod	Front, side, & rear yard

- A. Special Conditions – in addition to the district development standards in Table 2, the development of this district shall be subject to the following special conditions:
- The total land area of this district shall not exceed 15% of the total land area for this PD.
 - If townhomes are built, all buildings within this district shall contain no more than 8 single-family attached units. For Single Family Patio Homes, a 5' setback is required from one side and zero setback from the other side.
 - All units may be front entry.
 - The number of lots within this district shall not exceed 60.
 - The residential density within this district shall not exceed 12 units per acre.
 - At minimum, the park and open spaces within this district contain a gazebo, a Children's playground, two park benches, and a pedestrian sidewalk.
 - A shaded storage smaller than 250 sf can be built with 5' offset from the fence line.

Deviations from Regulations

- Lot Area: 4,000 SF Vs. **3,300 SF**
- Lot Width: 45 FT Vs. **30 FT**
- Lot Depth: 80 FT Vs. **100 FT**
- Dwelling Unit Size: 1,500 SF Vs. **1,100 SF**
- Side Yard Setback: 10 FT Vs. **5 FT**
- Lot Coverage: Capped at 50% for the Main Structure Vs. **65%**
- All units may have front entry garages standard is 25 FT min. front yard Vs. **20 FT**
- For rear entry garages, 20 FT min. rear yard is required Vs. **15 FT**
- Shaded Storage: Accessory buildings 250 SF or less may be 10 FT from the fence line Vs. **5 FT**
- Masonry Wall: 8 FT Vs. **6 FT**

DISTRICT 2: MULTIFAMILY (MF)

Table 5 – Multifamily District Development Standards

Minimum Dwelling Unit Requirements	
Studio	500 sf.
1 Bedroom Unit	800 sf.
2 Bedroom Unit	950 sf.
3 Bedroom Unit	1,100 sf.
Minimum Building Setbacks	
From S. Westmoreland Ultimate ROW	Min. 40 feet
From subdivision to the north	70 feet
From Commercial lot	Min. 30 feet
From Patio Home district	Min. 40 feet
Maximum Building Requirements	
Main Structure Height	Up to three stories.
Accessory Structure Height	1 story (15 ft max.)
Building Separation	30' or IBC and IFC requirements

- A. Special Conditions – in addition to the district development standards in Table 5, the development of this district shall be subject to the following special conditions:
- The total land area of this district shall not exceed 20% of the total land area for this PD excluding park, green area, and pond under this zoning district.
 - Each Building within this district shall contain no more than 60 residential dwelling units.
 - The number of residential units within this district shall not exceed 360.
 - The residential density within this district shall not exceed 25 units per acre.
 - The apartment area may be partially gated with controlled access from offsite commercial and residential development, but fully accessible by Emergency Vehicles.

Deviations from Regulations

- Screening Requirements: Full screening with security gates at each entrance/exit are required (Chapter 14A, Article IX, Section 3.3.H.16) Vs. **Partially Gated or Screened**

DISTRICT 3: COMMERCIAL (C)



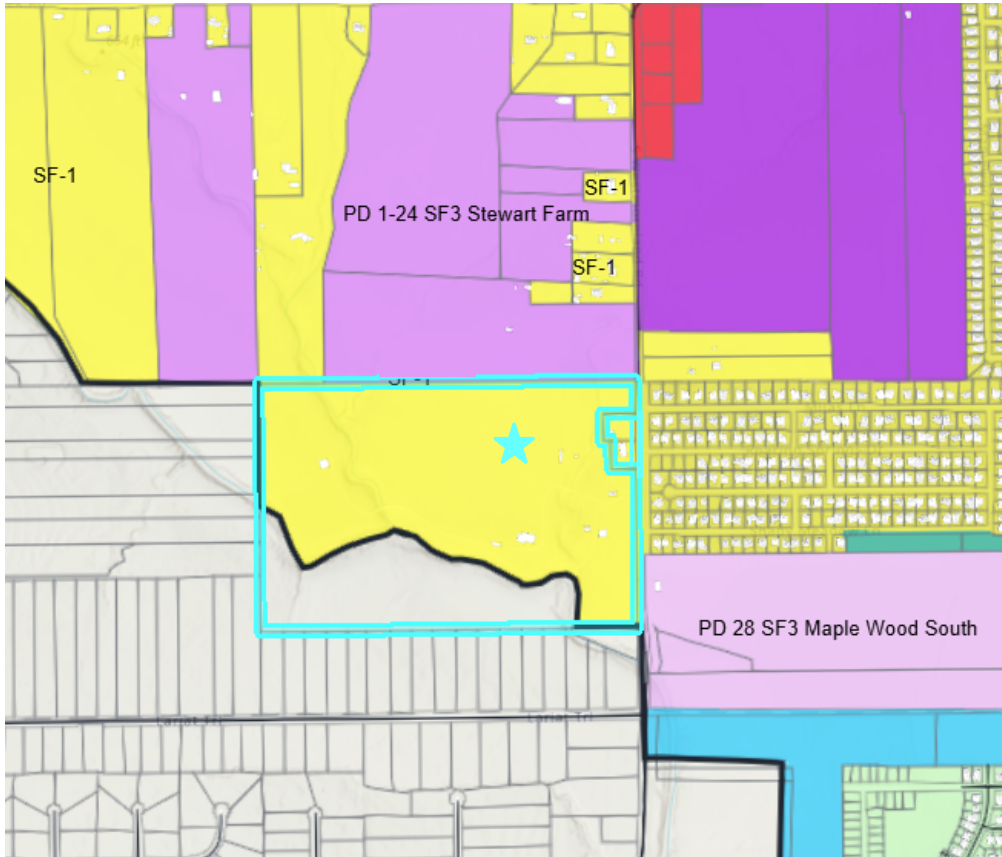
Permitted Uses

- General Retail
- Offices
- Restaurants with or without drive-through service
- Neighborhood Services Uses
- Urgent Care or Medical Offices
- Religious Institutions
- Civic or Municipal Uses
- Community Facilities
- Banks
- **Hotels or Motels**
- Convenience Store with Gasoline Sales At or Near an Intersection
- All other uses permitted by right in Commercial Zoning.

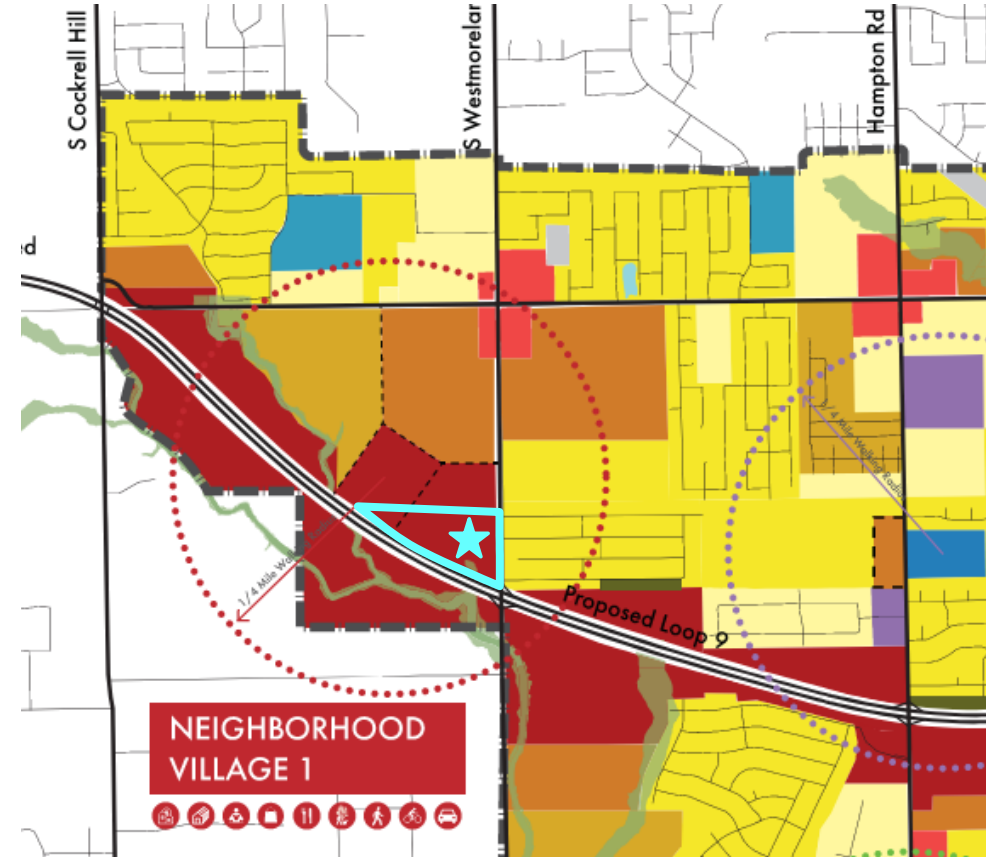
Prohibited Uses

- Industrial
- Outdoor Storage
- Pawnshops
- Sexually Oriented Businesses
- Jails
- Halfway Houses
- Automotive Repair or Sales
- Substance Abuse Treatment or Rehabs
- Telecommunications or Cellular Towers
- **Vape Shop**

CURRENT ZONING AND FUTURE LAND USE



ZONING: Single-Family Residential (SF-1)



FLUP: Regional Commercial, Inside a Neighborhood Village Cluster

TRAFFIC IMPACT ANALYSIS



HISTORICAL TRAFFIC DATA:

Roadway Segment	Historical Daily Volume (Date)	Annual Growth Rate
S Westmoreland Rd (Northside of Lariat Trail)	3,194 (2024)	7%
	2,225 (2019)	2%
	1,998 (2014)	
W Bear Creek Rd (East of Westmoreland Road)	8,566 (2024)	5%
	6,608 (2019)	9%
	4,295 (2014)	
	Average Annual Growth Rate:	9%
	Assumed Growth Rate For The Study:	2.6%

**A – Source: TxDOT*

TRAFFIC IMPACT ANALYSIS



Table 2. Projected Trip Generation – Phase 1

Land Use Category	Land Use Code	Quantity (DU/Area)	Weekday Trips1	Weekday AM Peak Trips			Weekday PM Peak Trips		
			Total Trips	Total Trips	Trips Entering	Trips Exiting	Total Trips	Trips Entering	Trips Exiting
Single-Family Attached Housing	215	60 DU	432	29	7	22	34	20	14
Totals			432	29	7	22	34	20	14

Source: ITE Trip Generation Manual, 11th Edition

Table 3. Projected Trip Generation – End of Phase 2

Land Use Category	Land Use Code	Quantity (DU/Area)	Weekday Trips1	Weekday AM Peak Trips			Weekday PM Peak Trips		
			Total Trips	Total Trips	Trips Entering	Trips Exiting	Total Trips	Trips Entering	Trips Exiting
Single-Family Attached Housing	215	60 DU	432	29	7	22	34	20	14
Multifamily Housing (Low-Rise)	220	338 DU	2,278	135	32	103	172	109	63
Shopping Plaza (40- 150k) – No Supermarket	821	63,000 SF	4,254	109	68	41	327	160	167
Totals			6,964	273	107	166	533	289	244

The study analyzed the following scenarios:

- Existing Year (2025)
- Phase 1 No-Build (2026)
- Phase 1 Build (2026) – Analyzed with the existing roadway lane geometry and traffic control
- End of Phase 2 Build (2028) – Analyzed with the proposed loop 9 frontage roads (Phase 1)

TRAFFIC IMPACT ANALYSIS



Trip Distribution Phase 1

- 30% to/from east on Bear Creek Road
- 30% to/from west on Bear Creek Road
- 10% to/from north on Westmoreland Road
- 30% to/from west on Ovilla Road

Trip Distribution Phase 2

- 30% to/from east on Bear Creek Road
- 30% to/from west on Bear Creek Road
- 10% to/from north on Westmoreland Road
- 30% to/from west on Loop 9 Frontage Road

Table 4. Level of Service (LOS) Criteria for Intersections

LOS	Signalized Intersection	Unsignalized Intersections
	Delay (sec/veh)	Delay (sec/veh)
A	0-10	0-10
B	>10-20	>10-15
C	>20-35	>15-25
D	>35-55	>25-35
E	>55-80	>35-50
F	>80	>50

Source: Highway Capacity Manual 6th Edition. Transportation Research Board

TRAFFIC IMPACT ANALYSIS



Table 5. Level of Service – Signalized Intersections

	<u>Existing</u>		<u>2026 Phase 1 No-Build</u>		<u>2026 Phase 1 Build</u>		<u>2028 Full Build</u>	
	AM	PM	AM	PM	AM	PM	AM	PM
Westmoreland Road at Ovilla Road	C (22.5)	C (22.0)	C (22.0)	C (21.7)	C (21.9)	C (21.6)	C (22.3)	C (21.3)
EB	C (32.1)	C (28.9)	C (32.0)	C (27.1)	C (32.0)	C (27.1)	C (31.6)	C (25.0)
WB	C (21.8)	C (22.5)	C (21.6)	C (22.9)	C (21.5)	C (22.7)	C (23.0)	C (22.9)
NB	A (3.6)	A (4.6)	A (3.7)	A (4.9)	A (3.7)	A (4.9)	A (3.9)	A (6.2)
SB	A (7.8)	B (11.3)	A (7.9)	B (12.7)	A (8.0)	B (12.8)	A (8.3)	B (15.9)

Table 6. Level of Service – Unsignalized Intersections

Traffic Movement		<u>Existing</u>		<u>2026 Phase 1 No-Build</u>		<u>2026 Phase 1 Build</u>		<u>2028 Full Build</u>	
		AM	PM	AM	PM	AM	PM	AM	PM
Westmoreland Road at Bear Creek Road	NB	C (16.2)	C (16.5)	F (>100)	F (>100)	F (>100)	F (>100)	F (>100)	F (>100)
	EBL	A (10.0)	B (10.8)	B (14.5)	C (18.5)	B (14.6)	C (18.7)	C (15.9)	C (21.2)
	EBR	C (16.2)	F (59.5)	F (81.1)	F (>100)	F (83.4)	F (>100)	F (>100)	F (>100)
	WB	D (26.5)	D (28.4)	F (>100)	F (>100)	F (>100)	F (>100)	F (>100)	F (>100)
	SB	B (11.7)	C (19.9)	D (29.9)	F (>100)	D (30.1)	F (>100)	E (37.4)	F (>100)
Westmoreland Road at W Milas Lane	WB	A (10.0)	B (10.1)	B (10.2)	B (10.5)	B (10.4)	B (10.6)	B (11.5)	B (13.0)
	SBL	A (7.7)	A (7.6)	A (7.8)	A (7.7)	A (7.8)	A (7.7)	A (8.1)	A (8.1)

TRAFFIC IMPACT ANALYSIS



Table 6. Level of Service – Unsignalized Intersections

Location	Traffic Movement	Existing		2026 Phase 1 No-Build		2026 Phase 1 Build		2028 Full Build	
		AM	PM	AM	PM	AM	PM	AM	PM
Westmoreland Road at Site Driveway 1	NBL	--	--	--	--	A (7.4)	A (7.8)	A (7.6)	A (8.3)
	EBL	--	--	--	--	B (10.6)	B (11.8)	A (12.3)	A (16.2)
	EBR	--	--	--	--	A (8.8)	A (9.7)	A (9.1)	A (11.0)
Westmoreland Road at Site Driveway 2	NBL	--	--	--	--	A (0.0)	A (7.8)	A (7.5)	B (8.2)
	EBL	--	--	--	--	B (10.5)	B (11.6)	A (11.9)	A (15.6)
	EBR	--	--	--	--	A (8.8)	A (9.7)	A (9.1)	A (10.7)
Westmoreland Road at Site Driveway 3	NBL	--	--	--	--	--	--	A (7.6)	B (8.3)
	EBL	--	--	--	--	--	--	A (12.0)	A (16.5)
	EBR	--	--	--	--	--	--	A (9.2)	A (10.8)
Loop 9 EB/WB Access Road at Site Driveway 4	SB	--	--	--	--	--	--	B (12.5)	B (14.3)
Loop 9 EB/WB Access Road at Site Driveway 5	SB	--	--	--	--	--	--	B (12.2)	B (13.2)
Loop 9 EB/WB Access Road at Site Driveway 6	SB	--	--	--	--	--	--	B (12.0)	B (12.2)
Loop 9 EB/WB Access Road at Site Driveway 7	SB	--	--	--	--	--	--	A (11.7)	A (11.7)
Loop 9 EB/WB Access Road at Site Driveway 8	SB	--	--	--	--	--	--	A (11.6)	B (11.6)

TRAFFIC IMPACT ANALYSIS



Table 8. Roadway Link Capacity Analysis Results Summary

Roadway		Classification for Analysis	*Hourly Volume	# LANES	MEDIAN DIVIDED?	CAPACITY		V/C	LOS
						Per Lane	Roadway		
2025 Existing:									
Westmoreland Road (Adjacent to the Site)	NB	Prinicipal Arterial	254	1	N	875	875	0.29	A/B
	SB		250	1		875	875	0.29	A/B
2026 No Build:									
Westmoreland Road (Adjacent to the Site)	NB	Prinicipal Arterial	527	1	N	875	875	0.60	C
	SB		627	1		875	875	0.72	D
2026 Phase 1 Build:									
Westmoreland Road (Adjacent to the Site)	NB	Prinicipal Arterial	542	1	N	875	875	0.62	C
	SB		641	1		875	875	0.73	D
2028 Full Build:									
Westmoreland Road (Adjacent to the Site)	NB	Prinicipal Arterial	651	1	N	875	875	0.74	D
	SB		673	1		875	875	0.77	D

TRAFFIC IMPACT ANALYSIS



Table 10. Left-Turn Deceleration Lane Summary

Intersection	Analysis Year/Peak Hour	Left Turn Volume	Advancing Volume (V_A)	Opposing Volume (V_O)	Left-Turn Lane Warranted?
Westmoreland Road at Site Driveway 1	2028 Build PM	6	323	436	No
Westmoreland Road at Site Driveway 2	2028 Build PM	13	313	401	No
Westmoreland Road at Site Driveway 3	2028 Build PM	32	303	384	No

TRAFFIC IMPACT ANALYSIS



Table 9. Right-Turn Deceleration Lane Summary

Intersection	Projected Peak Right-Turn Volume*	Meets The Threshold? (60 VPH)
Westmoreland Road at Site Driveway 1	39	No
Westmoreland Road at Site Driveway 2	39	No
Westmoreland Road at Site Driveway 3	40	No
Loop 9 EB/WB Access Road at Site Driveway 4	40	No
Loop 9 EB/WB Access Road at Site Driveway 5	40	No
Loop 9 EB/WB Access Road at Site Driveway 6	27	No
Loop 9 EB/WB Access Road at Site Driveway 7	6	No
Loop 9 EB/WB Access Road at Site Driveway 8	6	No

TRAFFIC IMPACT ANALYSIS



Conclusions and Recommendations

- At 2026 Phase 1 buildout (Single-Family Residential), the proposed development is projected to generate approximately 432 weekday trips, including 29 trips during the AM peak hour and 34 trips during the PM peak hour.
- At 2028 Full-Buildout, the proposed development is projected to generate approximately 6,964 weekday trips, including 273 trips during the AM peak hour and 533 trips during the PM peak hour.
- Capacity analysis at Phase 1: Under both no-build and build conditions, all study intersections are expected to operate acceptably except at Westmoreland Road and Bear Creek Road, where the majority of critical movements are expected to operate at LOS F with significant 95th percentile queues. Phase 1 (Single-Family Residential) of the proposed development is anticipated to have minimal impact on these already failing movements.

TRAFFIC IMPACT ANALYSIS



Conclusions and Recommendations

- At 2026 Phase 1 Recommendation:

The intersection is expected to operate more efficiently with a traffic signal. It is recommended that the City of Glenn Heights evaluate the need for signalization at the intersection of Bear Creek Road and Westmoreland Road. Until both roadways are widened to improve the level of service for critical movements, the intersection should be improved with a traffic signal and exclusive left-turn lanes on all approaches. Since the widening of Bear Creek Road is anticipated around 2030 and the timeline for Westmoreland Road improvements is currently unknown, implementing a traffic signal with exclusive left-turn lanes, if feasible, is necessary to address interim traffic operational needs.

TRAFFIC IMPACT ANALYSIS



Conclusions and Recommendations

- Capacity analysis at 2028 full-build, conditions shows that all the study intersections are expected to operate acceptably except:
 - Westmoreland Road at Bear Creek Road: The majority of the critical movements are expected to operate at LOS F with significant 95th percentile queues.

Recommendation: The recommendation above will remain valid under full-build conditions to achieve an acceptable level of service at the intersection, with the additional improvement of an eastbound right-turn lane. Appendix D presents the mitigation analysis and recommended improvements for the 2026 and 2028 build conditions.

RECOMMENDATION



- ❑ Approval of the Planned Development-33 with conditions:
 - ❑ Multifamily and Commercial Districts within the PD are not to be eligible for building permits for two (2) years after approval of the PD or when Loop 9 construction starts, whichever comes first.
 - ❑ Mutual Private Access Agreement/ Easement to be created for the Northern-most street. It will not to be a public street.
 - ❑ The addition of a required Property Owner's Agreement for the maintenance of the streets, drainage, landscaping, and infrastructure if the Commercial District is owned by more than one (1) party.
 - ❑ Northbound Left Turn Lane and Southbound Deceleration lane at the Main entrance along Westmoreland will improve the turning movements.

QUESTIONS



COMMENTS

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF GLENN HEIGHTS, AS HERETOFORE AMENDED, BY GRANTING A CHANGE IN ZONING FOR AN APPROXIMATE 46.32+/-ACRE PARCEL OF LAND GENERALLY LOCATED ON THE WEST SIDE OF S. WESTMORELAND ROAD AND NORTH OF THE CITY'S SOUTHERN CITY LIMIT AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO (THE "PROPERTY"), TO REZONE THE PROPERTY FROM SINGLE FAMILY RESIDENTIAL – 1 (SF-1) DISTRICT TO PLANNED DEVELOPMENT ("PD-33"), ALLOWING FOR THE DEVELOPMENT OF MIXED USE SINGLE FAMILY, MULTIFAMILY AND COMMERCIAL USES; ADOPTING PLANNED DEVELOPMENT REGULATIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Planning and Zoning Commission of the City of Glenn Heights and the City Council of the City of Glenn Heights, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and the City Council of the City of Glenn Heights is of the opinion and finds that a zoning change should be granted, and that the Comprehensive Zoning Ordinance, Plan and Map should be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1. The Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, be and the same are hereby amended by granting a change in zoning from Single Family – 1 (SF-1) to Planned Development (PD-33) with underlying base zoning of Single Family Residential – Patio Homes (SF-PH) for District 1, Multifamily Residential (MF) for District 2, and Commercial (C) for District 3, as shown in Exhibit B ("Concept Plan") to the Planned Development District Regulations attached hereto as Exhibit "B," for a 46.32+/- acre tract of land generally located on the west side of S. Westmoreland Road and north of the City's southern city limits, and being more particularly described as a tract of land located in the Newton C. Laughlin Survey, Dallas County Abstract No. 764, City of Glenn Heights, Dallas County, Texas, and being 46.32 acre tract of land described in Warranty Deed with Vendor's Lien to KGN Realty, LLC, recorded in Instrument No. 202100261547, Official Public Records of Dallas

County, Texas (OPRDCT), and being more particularly described in Exhibit “A” attached hereto (the “Property”).

SECTION 2. That the development standards and regulations set forth in the following exhibits:

Planned Development District Regulations - Exhibit B
Concept Plan – Exhibit B to Planned Development District Regulations

all of which are attached hereto and made a part hereof, shall be applicable to all land uses, structures, the use and occupancy of all structures and the development, construction, operation maintenance of all improvements on the Property.

SECTION 3. The Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Glenn Heights, Texas, as heretofore amended, and as amended herein. The development, use and occupancy of the Property shall conform to the standards and regulations set forth in the Exhibits attached hereto, the provisions of the Comprehensive Zoning Ordinance of the City of Glenn Heights, Texas, and the laws of the State of Texas, as amended. In the event of any conflict or inconsistency between the provisions of this ordinance and the provisions contained in any other provision of the City’s Comprehensive Zoning Ordinance or other codes or ordinances of the City, the provisions of this ordinance shall control. In the event that this ordinance does not include a standard or regulation that is otherwise required for similar or comparable development or uses by the Comprehensive Zoning Ordinance or Code of Ordinances, then the standard or regulation required by the Comprehensive Zoning Ordinance or Code of Ordinances shall be applied to development and use of the Property.

SECTION 4. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. Should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance or the Comprehensive Zoning Ordinance as a whole, or any part or provision thereof, other than the part declared to be invalid, illegal, or unconstitutional.

SECTION 6. Any person, firm, or corporation violating any of the provisions or terms of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be subject to a penalty by fine not to exceed two thousand dollars (\$2,000.00) for each offense, and each and every day such violation continues or is allowed to exist shall constitute a separate offense.

SECTION 7. This ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law and charter in such cases provide.

DULY PASSED by the City Council of the City of Glenn Heights, Texas this _____ day of _____, 2025.

APPROVED:

SONJA A. BROWN, MAYOR

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David M. Berman, City Attorney

EXHIBIT A

BEING a tract of land located in the Newton C. Laughlin Survey, Dallas County Abstract No. 764, City of Glenn Heights, Dallas County, Texas, and being 46.32 acre tract of land described in Warranty Deed with Vendor's Lien to KGN Realty, LLC, recorded in Instrument No. 202100261547, Official Public Records of Dallas County, Texas (OPRDCT); being more particularly described by metes and bounds as follows:

BEGINNING at a point for corner in the center of Westmoreland Road that is the northeast corner of the PRUITT TRACT and same being the northeast corner of said LAUHGLIN SURVEY and the southeast corner of the ELIAS R. PARKS SURVEY ABSTRACT NO. 1131;

THENCE south 00 degrees 51 minutes 38 seconds east along the center of Westmoreland Road and the east line of said LAUGHLIN SURVEY a distance of 1,676.43 feet to the southeast corner of this tract and same being the northeast corner of Westmoreland road estates to the City of Ovilla as recorded in volume 71184, page 1913, map records, Dallas county, Texas;

THENCE along a curve to the left departing the northwesterly right-of-way line of Westmoreland Road, having a radius of 6,490.22 feet, through a central angle of 11 degrees 05 minutes 20 seconds, for an arc length of 1,254.15 feet (chord bearing N 68°25'04" W, chord length 1,256.11 feet), to a point;

Thence northwesterly, continuing along a curve to the left, having a radius of 6,511.89 feet, through a central angle of 14 degrees 01 minutes 29 seconds, for an arc distance of 1,589.98 feet (chord bears N 55°49'54" W, 1,593.95 feet), to a point located 96.52 feet northwest of a dead tree used as a corner fence post in the north line of the LAUGHLIN SURVEY, same being the northwest corner of this tract and the northeast corner of a 7.5-acre tract conveyed to CURTIS E. PITTARD, by deed recorded in Volume 79042, Page 2162, Deed Records, Dallas County, Texas; Thence North 89 Degrees 02 minutes 05 seconds east along the north line of the LAUGHLIN SURVEY and passing a 1/2" iron rod found at 2480.51 feet and continuing a total distance of 2461.14 feet to the place of beginning and containing 46.32 acres of land, more or less.

EXHIBIT: B
PLANNED DEVELOPMENT DISTRICT REGULATIONS
WESTMORELAND ESTATES
2011 S. WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS
_____, 2025

By
DDC, INC.
S. I. Abed. PE. CFM.
214-868-9320 /abed.ddc@gmail.com

DEVELOPMENT REGULATIONS
TABLE OF CONTENTS

PART 1. PURPOSE AND INTENT

PART 2. ALLOCATION OF LAND USES

PART 3. DISTRICT DESIGN & DEVELOPMENT STANDARDS

**PART 4. RELATIONSHIP TO CITY OF GLENN HEIGHTS COMPREHENSIVE
ZONING ORDINANCE**

PART 1. PURPOSE AND INTENT

1.01 General

This Planned Development district is meant to allow for a mixed-use development near the S. Westmoreland Road. The 46.32 acres property would be comprised of Single-Family Patio Homes District, Multifamily Residential District and Retail District with open spaces, parks, recreational ponds and amenities for the residents of the community.

The intent of the PD is to establish a zoning district that would meet the diverse demands of the current and future recommend zoning area maps to escalate controlled future desirable growth of the city.

The site is under SF-1, single family. However, because of the proposal for TXDOT Loop-9 extension through development, future demand will be more for Commercial, Office and Dense Residential as planned in Future Development Zoning Map adopted by the City.

Additionally, the development shall include mixed use development and be connected through pedestrian sidewalks.

The location and orientation of parks and ponds and boundaries of different phases may alter if required to comply with City of Glenn Heights specifications, FEMA and USACE regulations and restrictions.

Planned Development would consist of approximately 46.32 acres divided into three districts.

District 1, SF-PH/ Single-Family Residential- Patio Home District, would be comprised of approximately 7.53+/- acres with SF-PH/ Single-Family Residential- Patio Home base zoning, for the development of one to two-story single-family detached Patio Homes/Patio homes units. "Patio homes," this term refers to a subset of single-family attached homes characterized by smaller lot sizes, patios, and a focus on low-maintenance living.

District 2, the MF, Multifamily Residential District, with base zoning MF/ Multifamily Residential, would be comprised of approximately 17.23+/- acres with a Multifamily Residential base zoning for the development of up to four-story modern apartment buildings.

District 3, the Commercial District with base zoning the C/ Commercial, would be comprised of approximately 6.82+/- acres with a Retail base zoning for the development of one- and two-story, retail and neighborhood service pad sites. This district will span at the North side frontage of Loop-9.

The standards and conditions in PD shall be applicable to all districts. The permitted uses within these districts be consistent with the "Concep Site plan"/ "Exhibit C1". Detail Construction plan layout & Plat are subject to meet City design Criteria, State regulations, FEMA (Federal Emergency Management Agency), USACE (United State Army Corps of Engineers) and proposed PD condition. Based on market demand, areas of a certain district may alter and may add or subtract area from other districts.

Approximately 6.3+/- acres of land is dedicated to open areas, park, retention pond, park amenities, landscape area etc. The developer pledges to install sidewalks, bench and trash cans, USPS decorative mailboxes on Residential district, fountains on retention ponds and hydro seed all parks and open areas.

Developer to install screen walls along property boundaries per City specifications and mentioned in this PD and shown in “Exhibit C2”, “Exhibit K-3a” and “Exhibit K-3B”.

Decorative metal fencing is required along street frontages on Loop 9 and Westmoreland Road within the multifamily district. A four-foot wrought iron metal fence must be installed around detention ponds. An eight-foot concrete masonry wall is to be placed along the northern property line of multifamily and at the south side of the single-family frontage adjacent to Loop 9. Commercial areas are to have a four-foot hedge-type shrub along the frontage with Loop 9 and Westmoreland Road.

A twenty (20) feet minimum landscape buffer is required along Loop 9 and Westmoreland Road frontage.

A minimum 4 ft. sidewalk will connect all parts within the area of an individual district or phases, whereas this sidewalk system will interconnect all individual phases of development and connect in-between all green space, detention/retention ponds and park areas.

1.02 Planned Development District

The Planned Development District, as defined under the City of Glenn Heights’ Comprehensive Zoning Ordinance, is intended to accommodate single family, multifamily, Retail, open space, parks, and ponds. Except as set forth in these regulations, these zoning districts will be planned and developed in accordance with planned development provisions of the City of Glenn Heights’ Comprehensive Zoning Ordinance including, without limitation, and City’s Subdivision Regulations contained in Chapter 10.

PART 2. ALLOCATION OF LAND USES

2.01 Table 1 – Approximate Land Use Allocation

Proposed Land Use District	Base Zoning District	Total Approximate Land Area (Including open space)
District-1 Single-Family Residential-Patio Homes/Townhomes	SF-PH/ Single-Family Residential-Patio Home	7.53 acres (23.84%)
District-2 Multifamily Residential District	MF/ Multifamily Residential	17.23 acres (54.56%)
District-3 Commercial District	C/ Commercial	6.82 acres (21.60%)
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities (Min. Required)	N/A	10% (Of developable area)
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities (Provided)	N/A	6.28 acres (19.9% of developable area)
Approximate area dedicated for S. Westmoreland Road ROW	N/A	0.84 acres (60+ ft) *
Approximate area dedicated for TXDOT Loop-9 ROW	N/A	13.65 acres
Approximate Developable area (Excluding future Loop-9 ROW)	N/A	31.60 acres

* S. Westmoreland ROW. to be dedicated by Plat

This Planned Development District shall not affect any regulations within the Code of Ordinances, except as specifically provided herein. All regulations not specifically defined in this PD will be subject to the City of Glenn Heights Code of Ordinances.

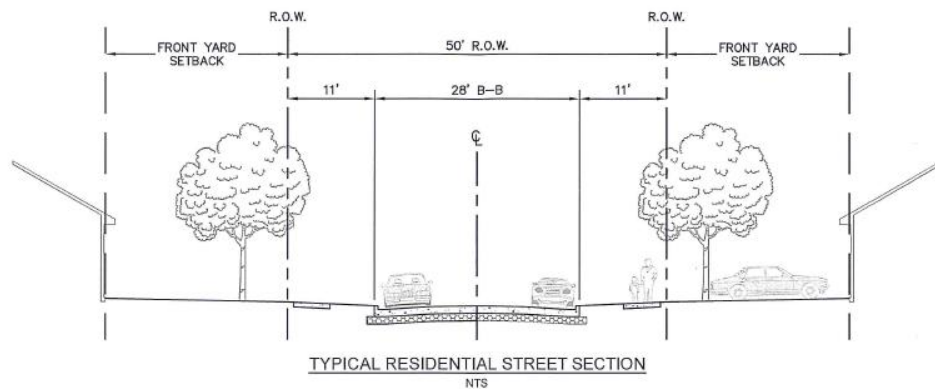
PART 3. DISTRICT DESIGN & DEVELOPMENT STANDARDS

3.01 General Development Standards

- A. Development Phasing & Building Finals – For all residential phases of this Planned Development, the developer must complete construction and installation of the community amenities and park space of the district prior to the issuance of no more than fifty percent (50%) certificate of occupancy.
- B. City of Glenn Heights reserves the right not to issue any building permits for the Multi Family and Commercial developments up to two years from the Zoning approval date or until the start of Loop 9 construction; whichever comes first.

Developer anticipates Multi-family development to take place ahead of any commercial and residential development. Full development of Multifamily to take place over couple of years causing gradual increase in traffic flow. With current conditions, development will cause additional traffic on northbound S. Westmoreland Road. However, the traffic will completely reverse after TXDOT Loop 9 is completed, shifting the majority load of additional traffic to Loop 9.

- C. Streets and Roadways – To promote a safe, sustainable, and walkable community, all public streets within the Planned Development shall be concrete and designed and constructed in accordance with the City Code and City of Glenn Heights’ Comprehensive Zoning Ordinance in effect at the time of approval of the Final Plat by the City Council. Typical residential street section.



- D. Public Utilities – All public utilities in this Planned Development must be installed by the Developer in accordance with the City Code and City of Glenn Heights’ Comprehensive Zoning Ordinance in effect at the time of approval of the Final Plat by the City Council.

3.02 District 1 –Single-Family Residential-Patio Home/Townhome District (Current Zoning: SF-1/ Single Family-1) (Proposed Base Zoning “SF-PH” Single-Family Residential-Patio Home/Townhome Zoning)

The Single-Family Residential-Patio Homes/Townhomes district shall provide for the development of one and two-story, single-family attached or detached units with zero-lot-line. The standards and conditions within this section shall be applicable to this district. The permitted uses within this district be consistent with the Concept Plan as well as the Design Standards herein described for this district. Detail Construction plan layout & Plat are subject to meet City design Criteria, State & Federal regulations, and proposed PD conditions.

Table 2 –Single-Family Residential-Patio Homes/Townhomes

Minimum Lot Requirements (Except in bend or cul-de-sac)	
Lot Area	3300 sf. (SF-1 Zoning 20,000 sq. ft)
Lot Width	30'(SF-1 Zoning 125 ft)
Lot Depth	100'(SF-1 Zoning 140 ft)
Minimum Dwelling Unit Requirements	
1 Bedroom Unit	1,100 sf. (SF-1 Zoning 2,700 sq. ft)
2 Bedroom Unit	1,200 sf. (SF-1 Zoning 2,700 sq. ft)
3 Bedroom Unit	1,300 sf. (SF-1 Zoning 2,700 sq. ft)
Minimum Setback Requirements	
Front Yard Setback	20' (SF-1 Zoning 35 ft)
Side Yard Setback	0 ft for Townhomes/ 5 ft between Patio Homes at one side and 0 ft on the other side (SF-1 Zoning 15 ft)
Side Yard Adjacent to Street	10' (SF-1 Zoning 25 ft)
Rear Yard Setback	15' (SF-1 Zoning 30 ft)
Lot Coverage for Main Structure	65% (SF-1 Zoning 35 %)
Maximum Building Requirements	
Main Structure Height	35' (SF-1 Zoning 35 ft)
Max. Density/ Acre	12
Minimum Landscaping Requirements	
Trees	One 3" caliper tree in front yard One 3" caliper tree in rear yard
Sod	Front, side, & rear yard

- A. Special Conditions – in addition to the district development standards in Table 2, the development of this district shall be subject to the following special conditions:
- i. The total land area (Including park, pond or common area) of this district shall not exceed 30% of the total land area for this PD.
 - ii. If townhomes are built, all buildings within this district shall contain no more than 8 single-family attached units. For Single Family Patio Homes, a 5' setback is required from one side and zero setback from the other side of property line.
 - iii. All units may be front entry.
 - iv. The number of lots within this district does not exceed 60.
 - v. The residential density within this district shall not exceed 12 units per acre.
 - vi. At minimum, the park and open spaces within this district contain a gazebo, a Children's playground, two park benches, and a pedestrian sidewalk.
 - vii. A shaded storage smaller than 250 sf can be built with 5' offset from the fence line.
 - viii. Construct a trail around the pond.

- B. District Development Conditions – The desired land design requirements for this district are achieved in accordance with the attached “Exhibit C1” and the following criteria:
- i. The entry feature for this district shall contain a masonry monument sign designed to meet the City’s Development Regulations. The final design and placement of the monument sign shall be agreed upon between the City and Developer prior to construction. (See Exhibit E)
 - ii. A continuous four (4’) wide concrete pedestrian sidewalk shall be located on both sides of the street, in the right-of-way of every internal street within this district. Sidewalks meant to be adjacent to residential lots to be constructed by the builder.
- C. Residential Design Standards – The desired architectural standards for this district are achieved in accordance with the following criteria:
- i. To avoid large blank facades, variations in the elevation of residential facades facing a public street shall be provided in both the vertical and horizontal dimensions. At least twenty (20%) percent of the façade shall be offset by a minimum of 1 foot (1’) either protruding from or recessed back from the remainder of the façade.
 - ii. Min. percentage of masonry on exterior should not be less than 60%.
 - iii. All Patio Homes/Townhomes units shall have a minimum roof pitch of 8:12 on primary pitches with articulation, dormers or a combination of hip and gable roofing.
 - iv. A minimum of two covered parking spaces shall be required for every residential unit within this district.
 - v. Garage doors may be located on the primary street elevation (front entry). Each garage shall be a minimum 18’ wide and 20’ deep.
 - vi. Builder to provide an eighteen (18) foot wide driveway for each unit.
 - vii. Example elevation: **See Exhibit D-1a for Conceptual Patio Homes plan. Detail design to be provided by the builder to satisfy minimum City specification.**
- D. Landscaping and Screening – Each residential lot within this district shall comply with the following criteria:
- i. Side and rear yard fences shall be permitted to a height of six feet (6’) maximum and constructed of wood with metal posts and rails to the inside.
 - ii. Pressure treated wood is prohibited.
 - iii. Four (4) feet wrought iron fences to be constructed around public retention/detention pond.
 - iv. An eight-foot concrete masonry wall will be installed along the frontage with TXDOT Loop 9. Traditional wood fence with steel post to be installed along the Northern boundary shared with other single-family district.

- v. A twenty (20) feet minimum landscape buffer is required along TXDOT Loop 9.
 - vi. Each residential lot shall have a sodded front, side, and rear yard with a minimum of one tree planted in the front yard and one tree planted in the rear yard. Each tree shall be a minimum of 3" caliper.
 - vii. All landscaped areas must be kept in healthy and growing conditions. Any plant materials that die during a time of year when it is not feasible to replant shall be replaced within six (6) months by the homeowner.
 - viii. Each residential lot shall have an automated, subsurface irrigation system.
 - ix. All residential structures must be designed such that no mechanical equipment (HVAC, etc.) except vents and stacks, are visible from the public right-of-way, whether the equipment is located on the ground, exterior walls, or the roof.
- E. Maintenance of Parks, Open Spaces, & Common Areas – The developer shall establish a Homeowners' Association (HOA) which is mandatory among all owners of lots in the district. HOA to carry out the following responsibilities within all parks, open spaces, and common areas:
- i. Clean up and litter removal.
 - ii. Landscaping installation, care, and maintenance.
 - iii. Trimming, cleaning, and removal of unwanted vegetation.
 - iv. Maintain benches, concrete trails, entry features, and any other installed improvements.
 - v. Electricity payments for the lighting of entry features and amenities.
 - vi. Pond, drainage channel and retaining walls maintenance.
 - vii. HOA shall be perpetual, membership mandatory among all owners of lots in the district, and assessments shall be collectible via liens.
- F. Developer Responsibility – During the development of this district, the developer shall be responsible for the following:
- i. Serving as the City's point of contact for all concerns regarding the maintenance of the parks, open spaces, and common areas until at least all lots are occupied.
 - ii. Installation of irrigation systems, benches, concrete trails, entry features, subdivision screening wall, playground equipment, and any other improvements.
 - iii. Pond, drainage channel and retaining walls maintenance.

3.04 District 2 – Multifamily District (Current Zoning: SF-1/ Single Family-1) (Proposed Base Zoning “MF” Multifamily Residential Zoning

The Multifamily District shall provide for the development of up to Three stories multifamily buildings. The standards and conditions within this section are applicable to this district.

The permitted uses within this district be consistent with the Zoning “Exhibit C1” as well as the Design Standards herein described for this district. Detail Construction plan layout, building layout & Plat are subject to meet City design Criteria, State & Federal regulations and proposed PD conditions.

Table 5 – Multifamily District Development Standards

Minimum Dwelling Unit Requirements	
Studio	500 sf.
1 Bedroom Unit	800 sf.
2 Bedroom Unit	950 sf.
3 Bedroom Unit	1,100 sf.
Minimum Building Setbacks	
From S. Westmoreland Ultimate ROW	Min. 40 feet
From subdivision to the north	70 feet
From Commercial lot	Min. 30 feet
From Patio Home district	Min. 40 feet
Maximum Building Requirements	
Main Structure Height	Up to three stories.
Accessory Structure Height	1 story (15 ft max.)
Building Separation	30’ or IBC and IFC requirements

- A. Special Conditions – in addition to the district development standards in Table 5, the development of this district shall be subject to the following special conditions:
- The total land area (Including, park, pond or common area) of this district shall not exceed 60% of the total land area for this PD.
 - Each Building within this district shall contain no more than 60 residential dwelling units.
 - The number of residential units within this district shall not exceed 360.
 - The residential density within this district shall not exceed 25 units per acre.
 - The “Private Street with Mutual Access Easement and Public Utility Easement” indicated in the Concept Plan will provide cross access from Loop 9 and Westmoreland for both Multifamily and Single-Family Districts until Loop 9 construction is finished.

- vi. Following the completion of Loop 9, when the Single-Family District obtains direct access from Loop 9, the proposed private street with mutual access easement described in the Concept Plan; located parallel to the north property line; may be removed, allowing for the multifamily development to become a gated community.
 - vii. Any driveway connecting development at North should be gated but fully accessible by Emergency Vehicles only.
- B. District Development Conditions – The desired land design requirements for this district are achieved in accordance with Zoning “Exhibit C1” and the following criteria:
- i. Final Park layout/equipment to be agreed upon between City and Developer before final approval of the subdivision plat for the development. The developer commits to completing all the Onsite Park and amenities upon 50% occupancy reached including:
 - a. Amenity Center Building w/rental Office
 - b. Pickel Ball Court or equivalent.
 - c. Kids Playground
 - d. Benches and sidewalks.
 - ii. The entry feature for this district shall contain a masonry monument sign designed to meet the City’s Development Regulations. The final design and placement of the monument sign shall be agreed upon between the City and developer prior to construction.
- C. Residential Design Standards – The desired architectural standards for this district are achieved in accordance with Builders’ specifications but to match with minimum of following criteria:
- i. To avoid large blank facades, variations in the elevation of the apartment building facades shall be provided in both the vertical and horizontal dimensions. At least twenty (20%) percent of the façade shall be offset by a minimum of 1 foot (1’) either protruding from or recessed back from the remainder of the façade.
 - ii. Building material for Single Multifamily Façade to meet min. City Standard specification or 60% of Front facing façade must be constructed of brick, Fiber Cement, stucco, or stone veneer, whichever is greater.
 - iii. A detailed material listing with building elevations to be provided by the respective builders, that relates to their proposed building, along with his building permit submission to the City. The plans should satisfy the minimum City specification.
 - iv. The builder must provide detailed design, plan, elevations, and material list along with building permits when applying to the city.

- v. The City of Glenn heights general development code to be followed for parking design.
 - vi. Example elevation: **See Exhibit D-2a & Exhibit D-2b Multifamily**
 - vii. The builder provides detailed design during site plan approval prior to development.
 - viii. A minimum of 25% of parking proposed for Multifamily should be Garage parking.
 - ix. Total number of parking should follow City of Glenn Heights' specifications for Multifamily parking.
- D. Landscaping and Screening – Each residential lot within this district shall comply with the following criteria:
- I. Decorative metal fencing is required along Loop 9 and Westmoreland Road frontages in the multifamily district. A four-foot wrought iron fence must enclose the detention pond, and an eight-foot concrete masonry wall must be installed along the northern property line.
 - II. A combination of 10 ft Landscape buffer & evergreen Trees/Shrubs from City of Gleen Heights' list of plants under "Live Screen" category and decorative wrought iron fence are required to mitigate buffers between the Multifamily and Commercial districts.
 - III. A minimum 10 ft Landscape buffer along with Large Tree and minimum 6 feet tall Masonry Fence to be installed along the Northern boundary line between Residential and Multifamily Development.
 - IV. Min. 20 ft Landscape Buffer are required along Westmoreland Road at the East and along Loop 9 frontage road at the South.
 - V. 10' min. landscape buffers along with evergreen trees are required between the patio homes development across the road at West, with Masonry fence along patio homes property lines.
 - VI. An irrigation system must be provided with all landscape plans. Irrigation plans shall comply with the design standards set forth by the City of Glenn Heights.
 - VII. All landscaped areas must be kept in healthy and growing conditions. Any plant materials that die during a time of year when it is not feasible to replant shall be replaced within six (6) months by authorized party.
 - VIII. All residential structures must be designed such that no mechanical equipment (HVAC, etc.) except vents and stacks, are visible from the public right-of-way, whether the equipment is located on the ground, exterior walls, or the roof.
 - IX. The final landscape plan shall be reviewed by City Staff for approval and trees should be selected from the approved tree list by the City.
- E. Dumpster Facilities – Dumpster facilities within this district shall meet the following criteria:

- a. The Multifamily district shall have Dumpster containers located generally around the site for easy access from each residential building.
 - b. All trash/recycling receptacles must be screened on at least three sides with minimum 6 feet tall masonry walls and have gates.
 - c. Dumpsters are oriented such that the open side is not visible from the public right-of-way including S. Westmoreland and Loop 9.
 - d. No dumpster to be provided along the property line with Single Family at North and Patio Homes at West. A minimum of 20' buffer to be maintained for dumpster from adjacent residential development.
- F. Parks, Open Spaces, and Amenities – The Multifamily District shall have an amenity center that is to be operated and maintained by the Owner/Property Manager of the Apartment Complex. The amenity center shall include:
- I. Amenity buildings are no smaller than 1,600 square feet.
 - II. Furnished fitness center.
 - III. Pedestrian sidewalks & walking trails.
 - IV. Optional Swimming pool.
 - V. Indoor restrooms.
 - VI. Children's playground.
 - VII. Community meeting room.
 - VIII. At minimum, the park and open spaces within this district shall contain kids' playground, two park benches, 4 ft sidewalks and pedestrian walking trail. In addition, there are a minimum of 3 grills and a minimum of 3 picnic tables to be installed at the entire open spaces. This area, being the center of all development to be accessible from all phases through sidewalks. (See detail Exhibit E to Exhibit J)
- G. Maintenance of Parks, Open Spaces, & Common Areas – The developer shall be responsible for all operation and maintenance of items listed below. With the change of ownership, the Property Owner's Association (POA) to carry out the following responsibilities within all parks, open spaces, and common areas:
- I. Clean up and litter removal.
 - II. Landscaping installation, care, and maintenance.
 - III. Trimming, cleaning, and removal of unwanted vegetation.
 - IV. Maintain benches, concrete sidewalks, entry features, drainage channels, and any other installed improvements.
 - V. Pay electricity bill for the lighting of entry features and amenities
 - VI. Pond, drainage channel and retaining walls maintenance.
 - VII. POA, the primary owner of the multifamily buildings shall bear permanent and full responsibility for the above obligations, and this responsibility shall be a deed restriction running with the land.

- H. Developer Responsibility – During the development of this district, the developer shall be responsible for the following:
- i. Serving as the City’s point of contact for all concerns regarding the maintenance of the parks, open spaces, and common areas until at least 50% of units are sold and occupied.
 - ii. Installation of irrigation systems, benches, concrete trails, entry features, subdivision screening wall, playground equipment, and any other improvements.
 - iii. Maintain benches, concrete sidewalks, entry features, drainage channels, pond, retaining walls, and any other installed improvements.

3.05 District 3 – Commercial District (Current Zoning: SF-1/ Single Family-1) (Proposed Base Zoning- C/Commercial)

The Commercial District shall provide for the development of one- and two-story nonresidential buildings. The standards and conditions within this section shall be applicable to this district. Development within this district shall conform to the lists below and follow the City’s development regulations for those uses. Detail Construction plan layout, Building Layout & Plat are subject to meet City design Criteria, State & Federal regulations, and proposed PD condition.

- A. Permitted Uses – In addition to the uses permitted within the Commercial zoning under the City’s Zoning Ordinance, the following uses are permitted by right within this district:
- i. General Retail
 - ii. Office
 - iii. Restaurant with or without drive thru
 - iv. Neighborhood Oriented Retail Business
 - v. Urgent Care or Medical Office
 - vi. Religious Institution
 - vii. Civic Use
 - viii. Community Facilities
 - ix. Bank
 - x. Hotel or Motel (SUP)
 - xi. Convenience Store with Gasoline sales at or near intersection
 - xii. All other developments are allowed on commercial zoning.
- B. Prohibited Uses – In addition to the uses not permitted within the Commercial zoning under the City’s Zoning Ordinance, the following uses are prohibited within this district:
- i. Industrial

- ii. Outdoor Storage
- iii. Pawnshop
- iv. Sexually Oriented Business
- v. Jail
- vi. Halfway House
- vii. Automotive Repair or Sales
- viii. Substance Abuse Treatment Facility
- ix. Telecommunications / Cellular Tower
- x. Rehab Facility.
- xi. Vape Store.

C. Example elevation:



PART 4. RELATIONSHIP TO CITY OF GLENN HEIGHTS COMPREHENSIVE ZONING ORDINANCE

In the event of a conflict or inconsistency between the written provisions of the enabling Ordinance of these Regulations and the provisions of the City of Glenn Heights' Comprehensive Zoning Ordinance, the provisions and intent of the enabling Ordinance and these Regulations shall control. These Regulations, together with the applicable provisions of the enabling Ordinance and the applicable provisions of the City of Glenn Heights' Comprehensive Zoning Ordinance and Subdivision Regulations, shall constitute all the development standards that are applicable to the Subdivision.

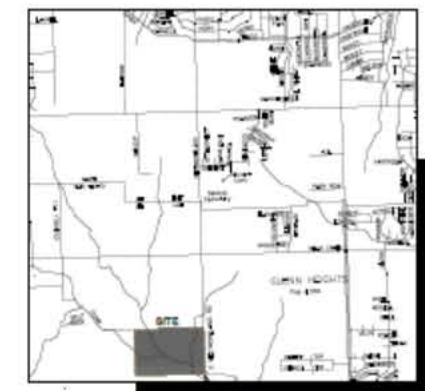
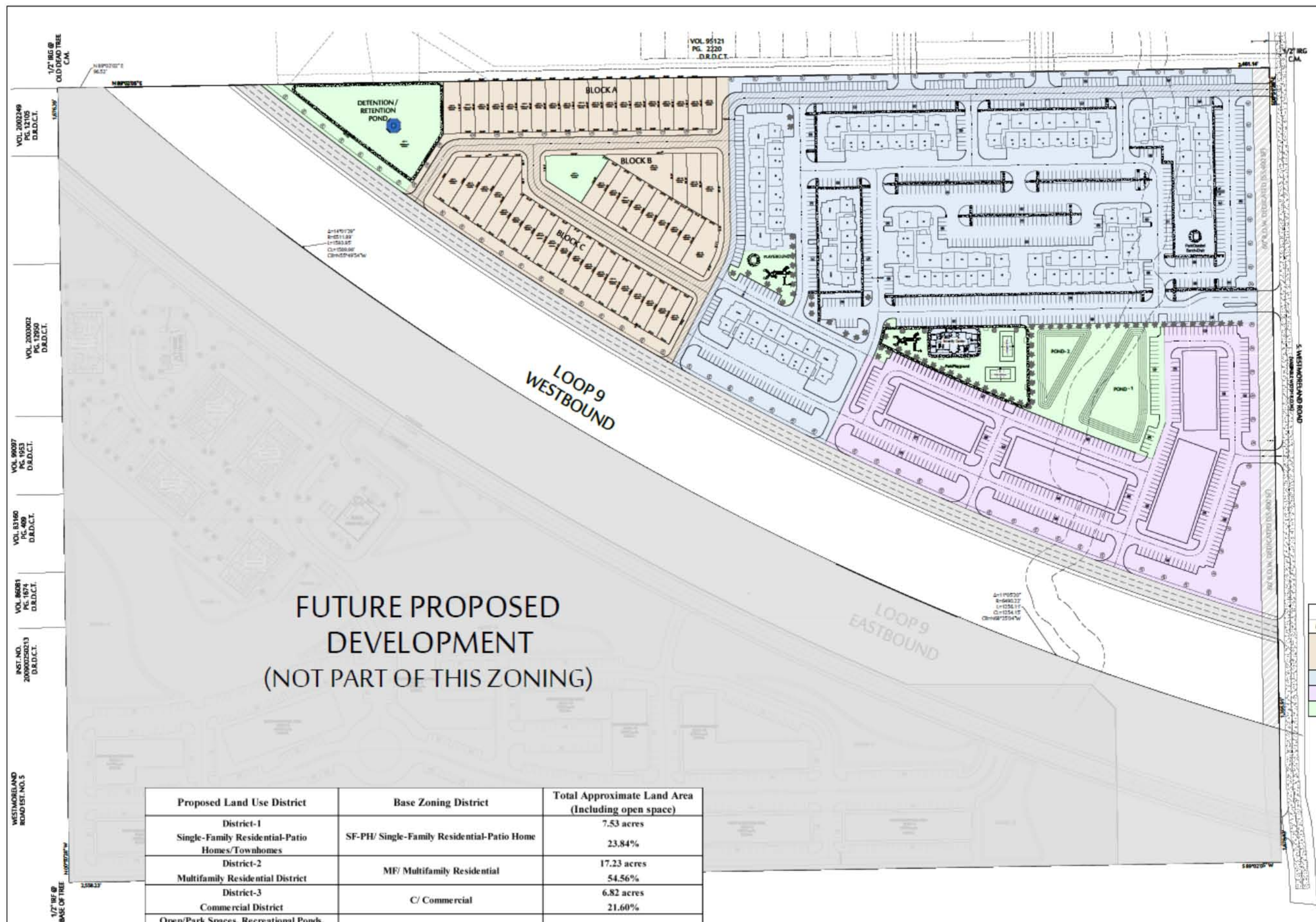
The permitted uses within these districts be consistent with the Zoning "Exhibit C1-Concept Plan" as well as the Design Standards herein described for this district. Detail Construction plan layout

may vary based on final design layout, approved building layout & Plat which are subject to meet City design Criteria, State & Federal regulations, and proposed PD condition.

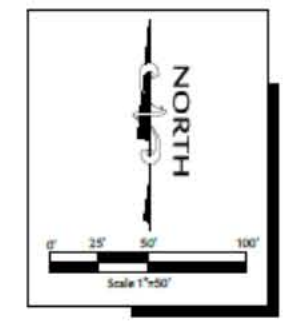
More detailed design of buildings including material list required to be submitted with Building Permit application which to meet or exceed the city requirements. The final product design, material choices depend on the Builder and their standards which to exceed or match the city requirements.

EXHIBIT C1: CONCEPT PLAN

(For illustration purpose only/ Actual product may vary depending on The Builder, their product,
and requirements per City Building Ordinance)



VICINITY MAP
NOT TO SCALE



**FUTURE PROPOSED
DEVELOPMENT
(NOT PART OF THIS ZONING)**

Proposed Land Use District	Base Zoning District	Total Approximate Land Area (Including open space)
District-1 Single-Family Residential-Patio Homes/Townhomes	SF-PH/ Single-Family Residential-Patio Home	7.53 acres 23.84%
District-2 Multifamily Residential District	MF/ Multifamily Residential	17.23 acres 54.56%
District-3 Commercial District	C/ Commercial	6.82 acres 21.60%
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities (Min. Required)		10%
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities		Approx.6.3 acres / 19.9%
Approximate area dedicated for TXDOT Loop-9 ROW	N/A	13.65 acres
Approximate area dedicated for Westmoreland ROW	N/A	0.84 acres
Approximate Developable area (Excluding future Loop-9 ROW & Westmoreland ROW)	N/A	31.60 acres

PROPOSED LAND USE			
COLOR	LOT DESCRIPTION	APPROX. UNITS	APPROX. AREA
	DISTRICT 1: PATIO HOMES/ TOWNHOMES	53 (+/-); 120 MAX	6.39 ACRES
	DISTRICT 2: MULTIFAMILY	08 (+/-); 10 MAX	15.20 ACRES
	DISTRICT 3: COMMERCIAL	04 (+/-); 06 MAX	6.67 ACRES
	OPEN/PARK SPACE, POND AREAS	04 (+/-); 06 MAX	3.86 ACRES

STREET CATEGORY: PRIVATE STREET WITH MUTUAL ACCESS EASEMENT & PUBLIC UTILITY EASEMENT	
PRIVATE STREET	NO SYMBOL/ ALL STREETS EXCEPT PUBLIC ROAD

- Note:
1. Drainage/Flood study will be done during details engineering submittal
 2. A traffic impact analysis will be provided based on proposed density during details engineering submittal

ddc DESIGN DEVELOPMENT
CONSULTANTS, INC.

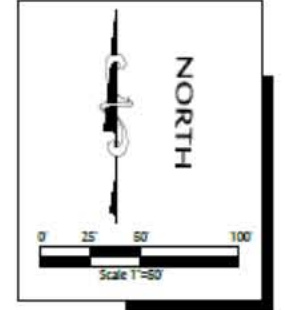
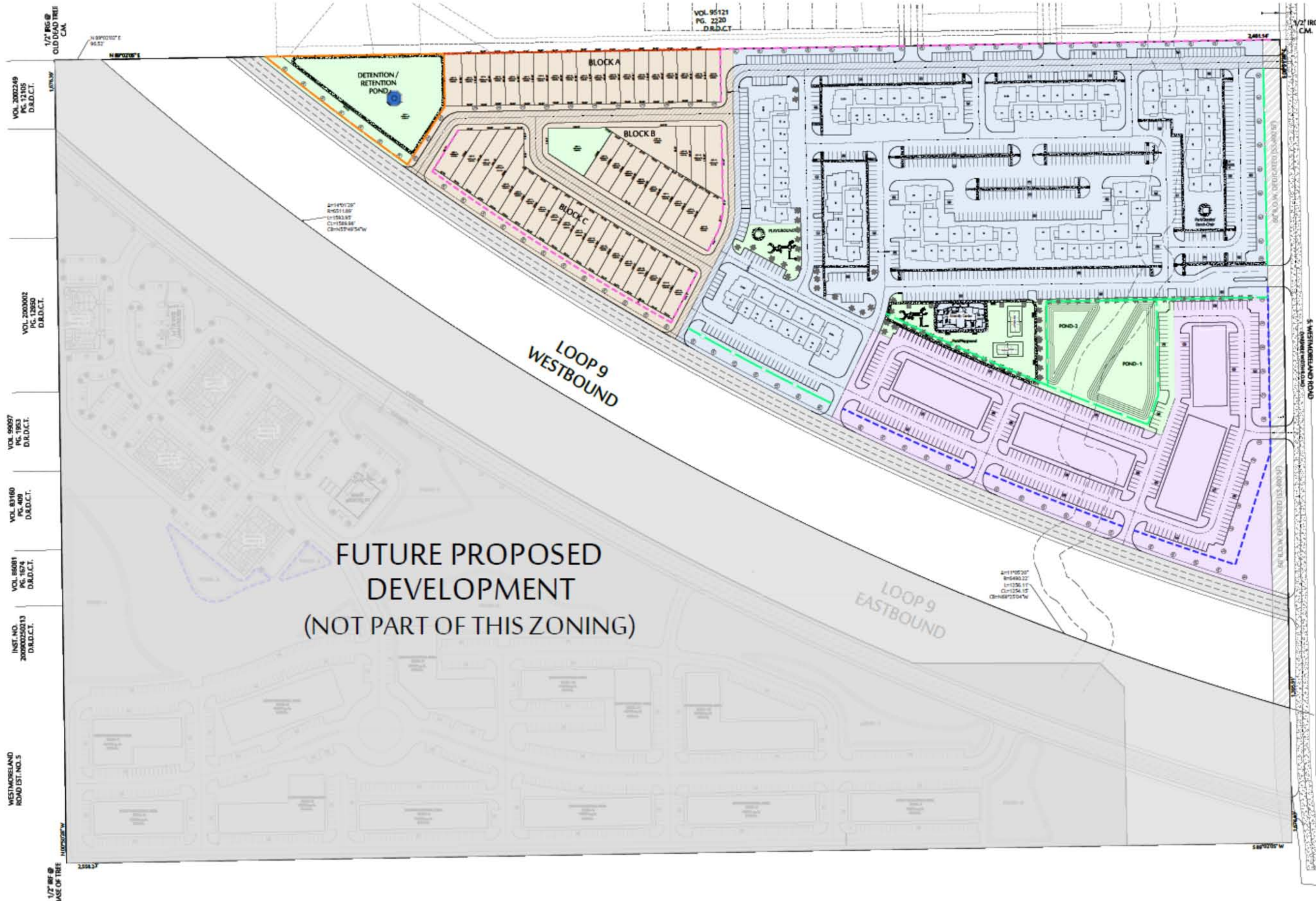
CIVIL, MUNICIPAL & LAND DEVELOPMENT CONSULTANT
FIRM REGISTRATION # 10970
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Email: abed.ddc@gmail.com

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TEL: 817-715-3613
EMAIL: farukh_ajim@hotmail.com

ENGINEER:
S.I. ABED, P.E., C.F.M.
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EMAIL: abed.ddc@gmail.com
FIRM REGISTRATION NO. 10970

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O: 972-243-2409
C: 281-701-3989
TBPLS FIRM NO. 10194205

**EXHIBIT C1
CONCEPT PLAN
WESTMORELAND ESTATES**
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.



FUTURE PROPOSED
DEVELOPMENT
(NOT PART OF THIS ZONING)

FENCE EXHIBIT

5' HIGH DECORATIVE METAL FENCE	
6'-8' HIGH CONCRETE MASONRY WALL	
4' HIGH HEDGE TYPE SHRUB (SUCH AS BURFORD HOLLY)	
4' WROUGHT IRON FENCE	
WOOD FENCE W/ STEEL POST	

STREET CATEGORY MUTUAL ACCESS & PUBLIC STREET	
PRIVATE STREET	NO SYMBOL/ ALL STREETS EXCEPT PUBLIC ROAD

Description	Symbol	Example	Matured Height	Size	Height	Spacing	Standard
Live Screen Tree		Arizona Cypress Eastern Red Cedar Magnolia Little Gem Nellie Stevens Wax Myrtle	Ave. 6'	7 gallon	6 feet	8' Spacing	6' high in two growing seasons
Large Shade Tree		Burr Oak Live Oak Pecan Red Oak Chinkapin Oak	Ave. 12'	3" caliper	12 feet	50' Spacing	40' crown at maturity

(Following Ordinance O-08-13 adopted 5/7/13)

Note:
1. Drainage/Flood study will be done during details engineering submittal
2. A traffic impact analysis will be provided based on proposed density during details engineering submittal

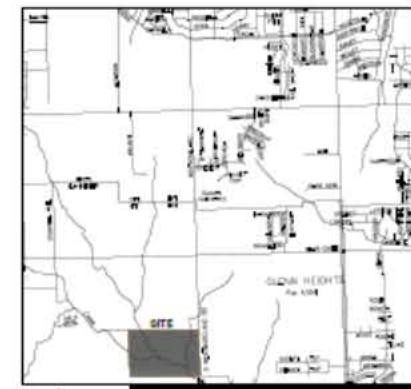
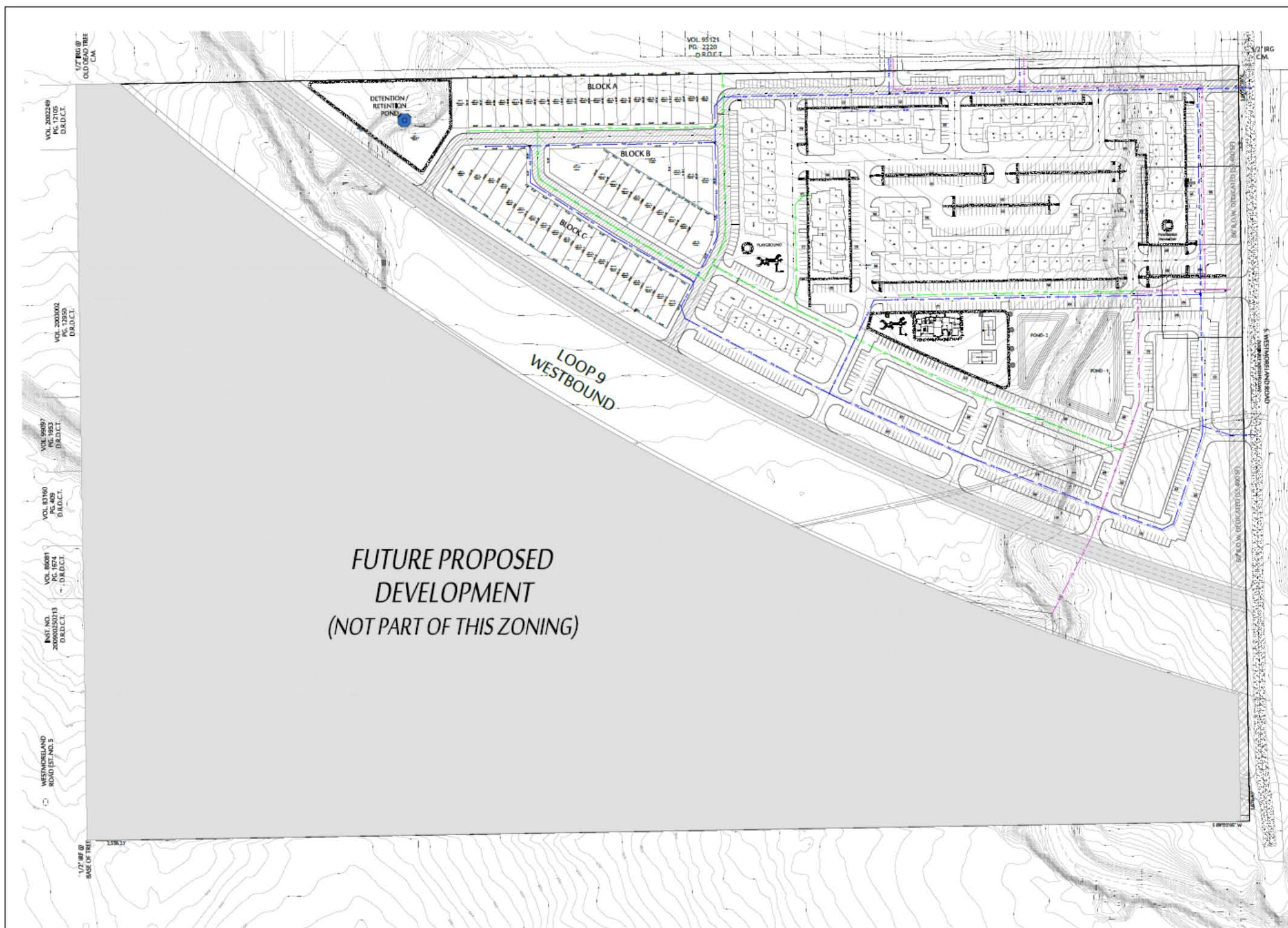
ddc DESIGN DEVELOPMENT CONSULTANTS, INC.
CIVIL, MUNICIPAL & LAND DEVELOPMENT CONSULTANT
FIRM REGISTRATION # 10970
400 CHISHOLM PLACE, SUITE 310, PLANO, TX 75075
972-444-4440 Lafron Ln, Colleyville, TX, 76034
Tel: 214-868-9320
Email: abed.ddc@gmail.com

OWNER/DEVELOPER:
KGN REALTY LLC
151 PLAYERS CIRCLE
SOUTH LAKE, TEXAS 76092
TEL: 817-715-3613
EMAIL: farukh_azim@hotmail.com

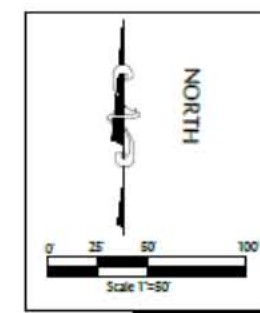
ENGINEER:
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CARROLLTON, TEXAS 75006
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O: 972-243-2409
C: 281-701-3989
TBPLS FIRM NO. 10194205

EXHIBIT C2
CONCEPT LANDSCAPE & FENCE PLAN
WESTMORELAND ESTATES
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.



VIGNETTE MAP
NOT TO SCALE



LEGENDS:

12" SS	PROP. 12" SEWER
8" SS	PROP. 8" SEWER
8" W	PROP. 8" WATER
○	PROP. SEWER MH

STREET CATEGORY MUTUAL ACCESS & PUBLIC STREET	
PRIVATE STREET	NO SYMBOL/ALL STREETS EXCEPT PUBLIC ROAD

FUTURE PROPOSED
DEVELOPMENT
(NOT PART OF THIS ZONING)

Note:

1. Drainage/Flood study will be done during details engineering submittal
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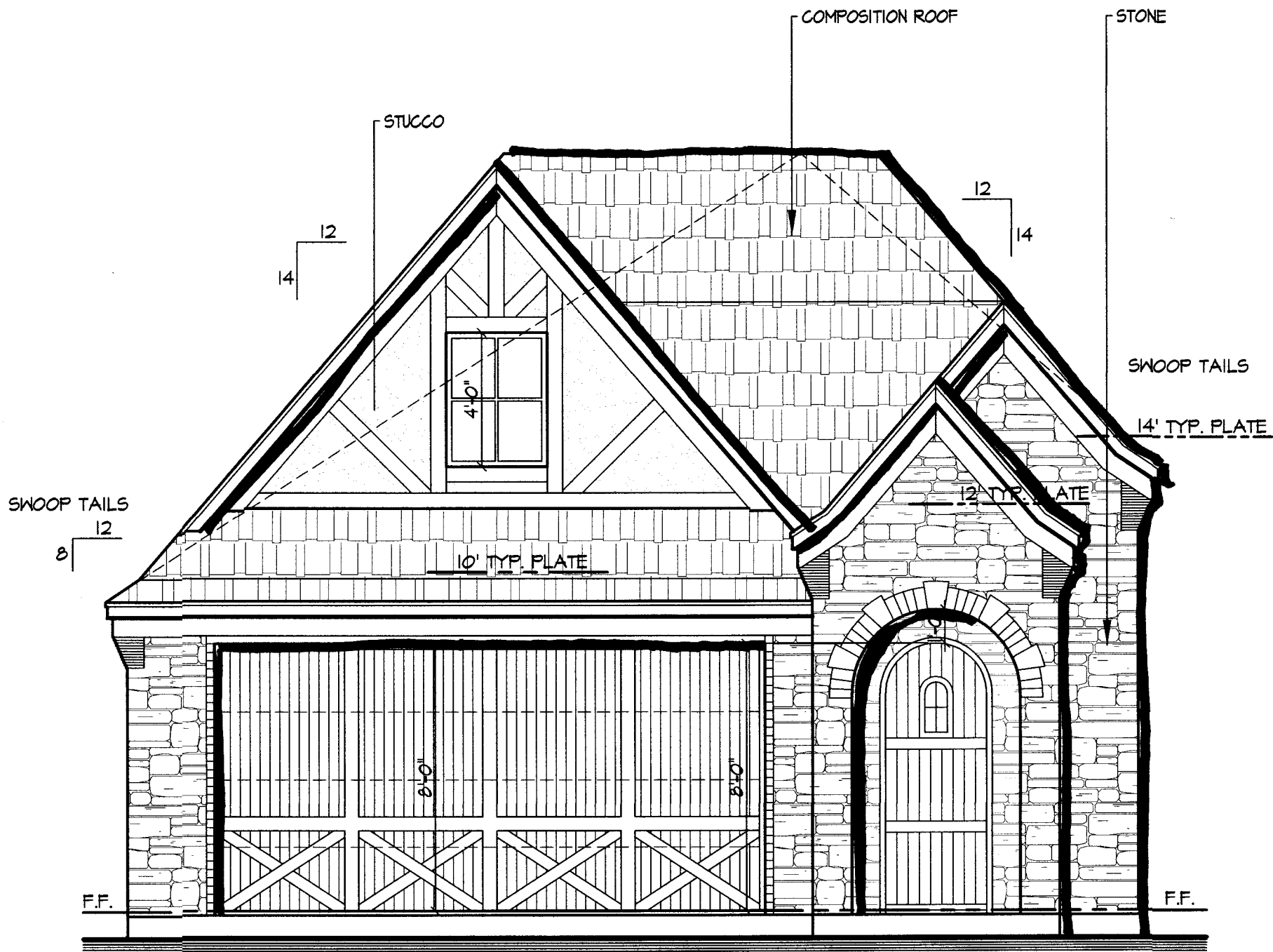
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EXHIBIT C3
CONCEPT UTILITY PLAN
WESTMORELAND ESTATES
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.

EXHIBIT D-1A: Patio Homes

(For Illustration purposes only/Actual product may vary depending on The Builder, their product, and requirements per City Building Ordinance.



FRONT ELEVATION

SCALE: 1/4"=1'-0"

EXHIBIT D-2a: Multifamily

(For Illustration purposes only/Actual product may vary depending on The Builder, their product, and requirements per City Building Ordinance.



MATERIALS KEY

FACADE TREATMENT MATERIALS

- LPS FIBER CEMENT LAP SIDING 10" EXPOSURE
- LPS FIBER CEMENT LAP SIDING 6" EXPOSURE
- B&B BOARD & BATTEN
- FCP FIBER CEMENT PANEL
- ROOF SHINGLES 30 YR COMP.(30 LB)

LEGEND

- ELECTRIC METER LOCATION
- WALL PACK
- EXT. SCONCE
- BLDG. A BLDG. SIGNAGE

NOTES

- MATERIALS SHALL BE CONTINUOUS AT EXTERIOR CORNERS AND TRANSITION AT INTERIOR CORNERS.
- WALL MOUNTED EQUIPMENT MUST BE SCREENED FROM PUBLIC VIEW FROM A STREET OR PARKING AREA, AND ON A MINIMUM OF THREE SIDES. EXPOSED CONDUIT, LADDERS, UTILITY BOXES AND DRAIN SPOUTS MUST BE PAINTED TO MATCH THE COLOR OF THE PRINCIPAL STRUCTURE. NATURAL METALLIC FINISHES ARE ACCEPTABLE ALTERNATIVE TO PAINT.
- PROVIDE CITY/ FIRE DEPARTMENT DIRECTIONAL SIGNAGE FOR BLDG NUMBER REQUIREMENTS.
- REFER TO SITE PLAN FOR ANSI UNIT LOCATIONS

3 BUILDING ELEVATION 3
1/8" = 1'-0"

BUILDING MATERIALS PERCENTAGE		
CATEGORY A - MASONRY(BRICK, STONE)	1702 SQ. FT	51 %
CATEGORY B - FIBER CEMENT	1613 SQ. FT	49 %
TOTAL	3315 SQ. FT	100 %



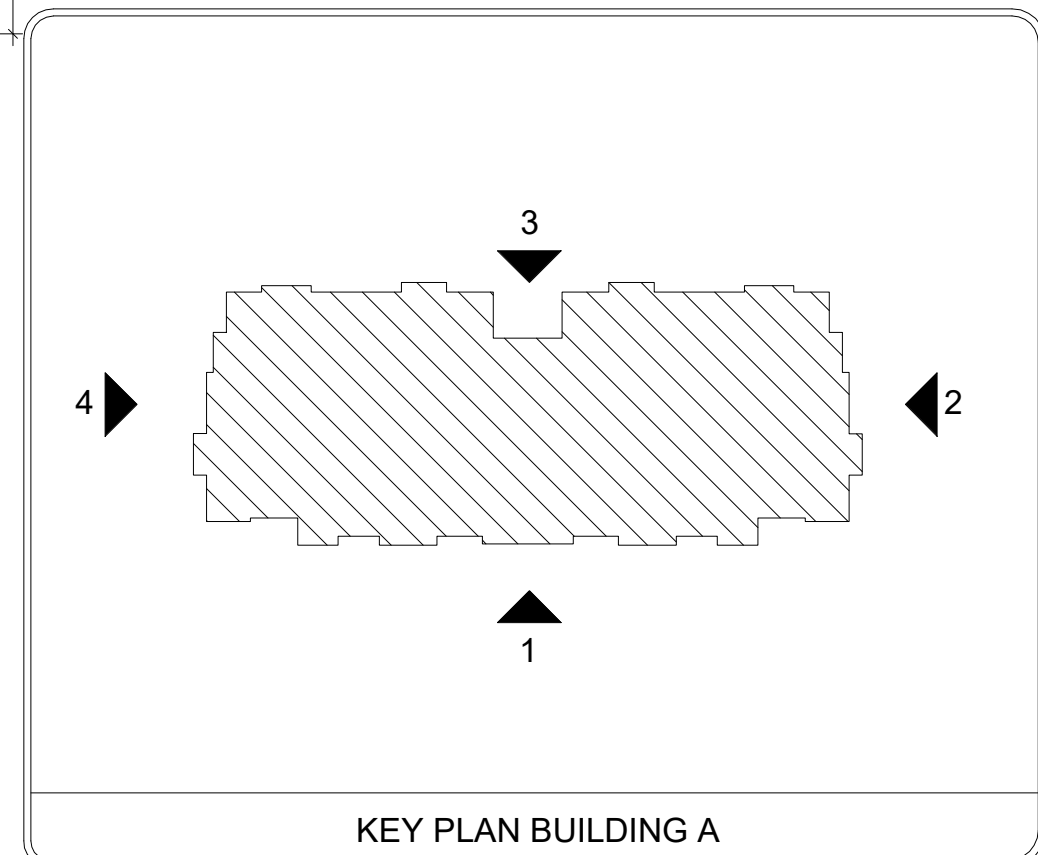
4 BUILDING A ELEVATION 4
1/8" = 1'-0"

BUILDING MATERIALS PERCENTAGE		
CATEGORY A - MASONRY(BRICK, STONE)	778 SQ. FT	61 %
CATEGORY B - FIBER CEMENT	627 SQ. FT	39 %
TOTAL	1275 SQ. FT	100 %



2 BUILDING A ELEVATION 2
1/8" = 1'-0"

BUILDING MATERIALS PERCENTAGE		
CATEGORY A - MASONRY(BRICK, STONE)	778 SQ. FT	61 %
CATEGORY B - FIBER CEMENT	627 SQ. FT	39 %
TOTAL	1275 SQ. FT	100 %



1 BUILDING A ELEVATION 1
1/8" = 1'-0"

BUILDING MATERIALS PERCENTAGE		
CATEGORY A - MASONRY(BRICK, STONE)	1734 SQ. FT	53 %
CATEGORY B - FIBER CEMENT	1566 SQ. FT	47 %
TOTAL	3300 SQ. FT	100 %

EXHIBIT D-3: Multifamily

(For Illustration purposes only/Actual product may vary depending on The Builder, their product, and requirements per City Building Ordinance.)

01/03/2024

REVISIONS

DHIELEVON - MULTI-FAMILY

325 APARTMENT UNITS IN LAVON, TEXAS

DHI COMMUNITIES

REVIEW PRINTS NOT TO BE USED FOR REGULATORY APPROVAL, PERMIT, OR CONSTRUCTION

HECK ARCHITECTS

4595 EXCEL PKWY ADDISON, TX 75001

214.520.8878

heck.com

DATE

01/03/2024

PROJECT

23128

SHEET NUMBER

A4-10

ELEVATION BLDG A

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EXHIBIT D-2b: Multifamily

(For Illustration purposes only/Actual product may vary depending on The Builder, their product, and requirements per City Building Ordinance.

EXHIBIT E: Monument Sign (Example of 8'x5' is Shown)



EXHIBIT F: Street Sign and Post (by Brandon Industries or Equivalent)



Exhibit G: Street Light

ONCOR Approved LED Street Light Fixture	Brandon Industries LED Street Light Fixture
 TSN 475236 Rev. 01/06 Copyright 2008 Oncor Electric Delivery. All Rights Reserved.	 CL7-AMG CL6-AG CL8-H-02

Exhibit H: Decorative Mailboxes
(Example Picture shows Mail Box by Brandon Industries)

Post mounted Decorative Mailbox for Single-Family District	Clustered Decorative Mailbox for Townhome and Multifamily District
	
Clustered Decorative Mailbox under covered canopy (Patio Homes/Townhomes and Multifamily)	
	

Exhibit I: Bench/Trash Can

Trash Container	Benches
	

Exhibit J: Kids' Playground



Exhibit K-1a: Masonry Wall



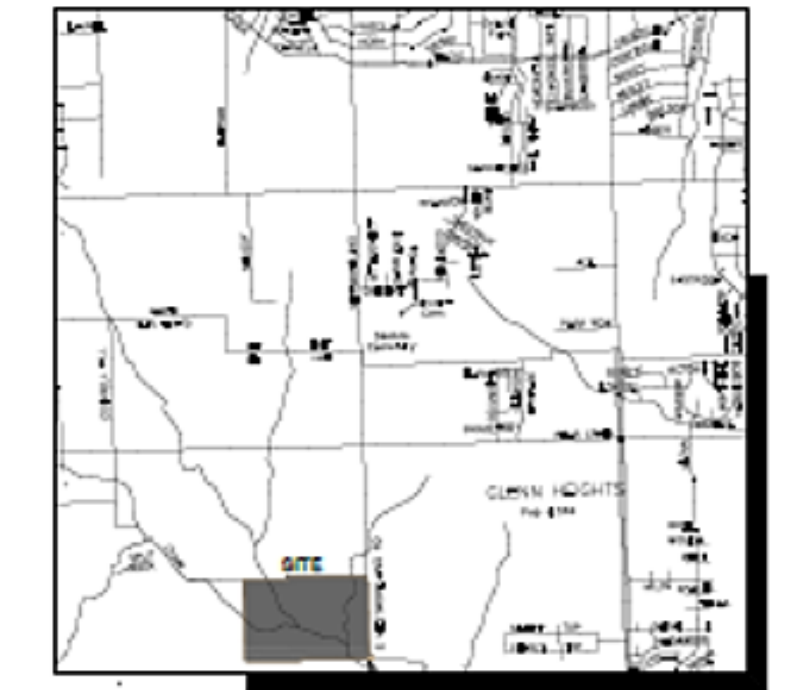
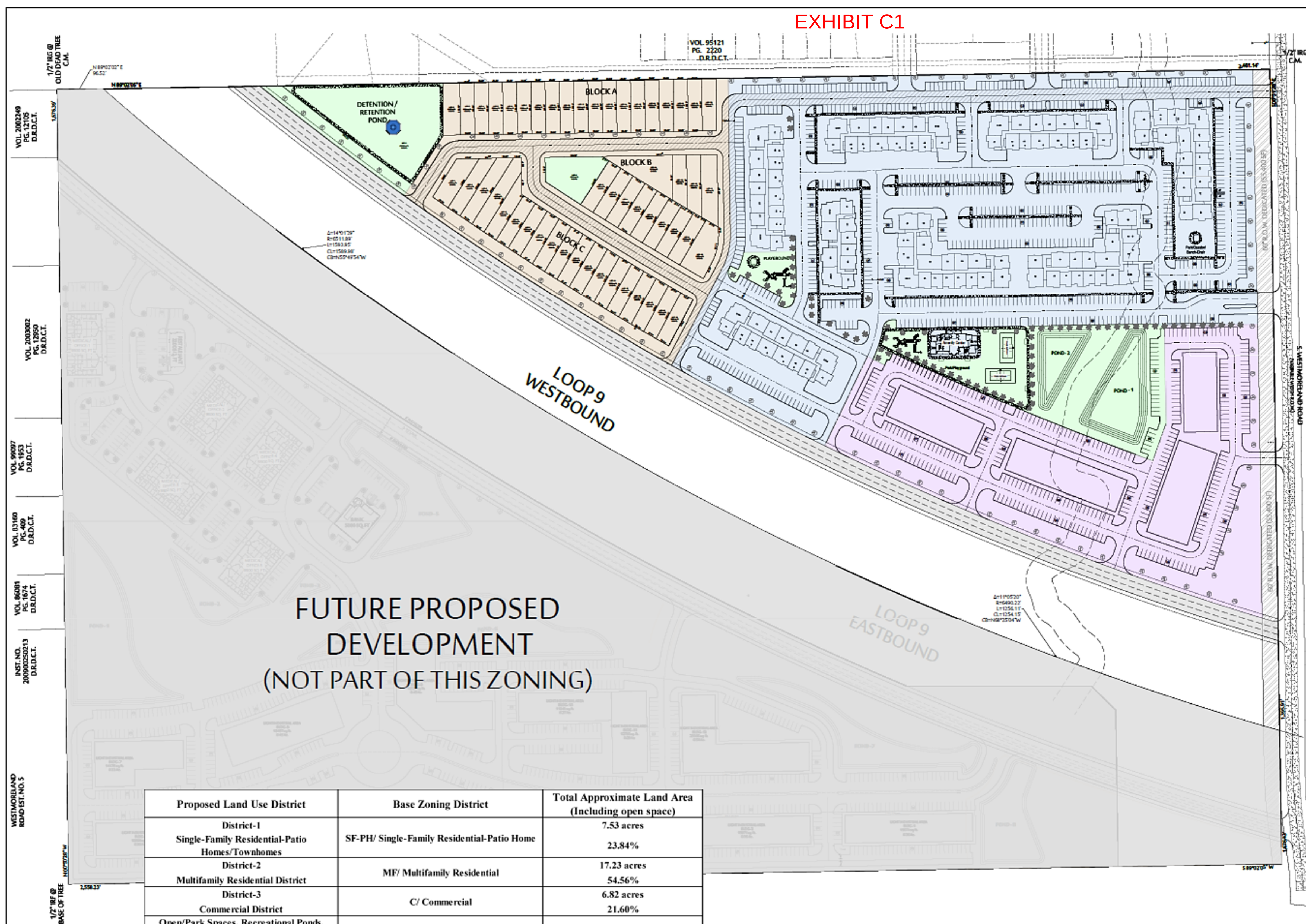
Exhibit K-2a: Decorative Fence



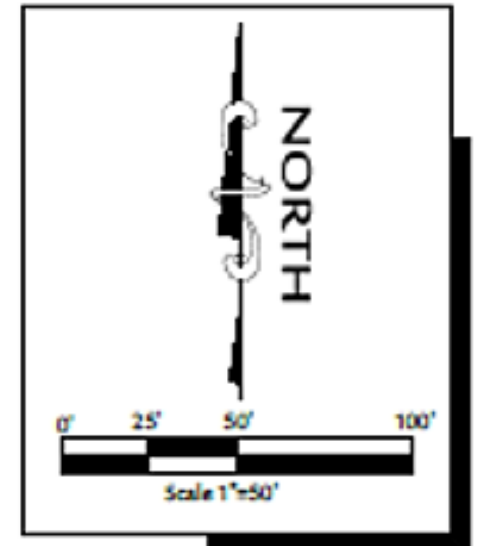
Exhibit K-3a: Wrought Iron Fence



EXHIBIT C1



VICINITY MAP
NOT TO SCALE



FUTURE PROPOSED DEVELOPMENT (NOT PART OF THIS ZONING)

PROPOSED LAND USE			
COLOR	LOT DESCRIPTION	APPROX. UNITS	APPROX. AREA
	DISTRICT 1: PATIO HOMES/ TOWNHOMES	53 (+/-); 120 MAX	6.39 ACRES
	DISTRICT 2: MULTIFAMILY	08 (+/-); 10 MAX	15.20 ACRES
	DISTRICT 3: COMMERCIAL	04 (+/-); 06 MAX	6.67 ACRES
	OPEN/PARK SPACE, POND AREAS	04 (+/-); 06 MAX	3.86 ACRES

STREET CATEGORY:
PRIVATE STREET WITH
MUTUAL ACCESS
EASEMENT & PUBLIC
UTILITY EASEMENT



PRIVATE STREET

NO SYMBOL/ ALL
STREETS EXCEPT
PUBLIC ROAD

Note:

1. Drainage/Flood study will be done during details engineering submittal
2. A traffic impact analysis will be provided based on proposed density during details engineering submittal

Proposed Land Use District	Base Zoning District	Total Approximate Land Area (Including open space)
District-1 Single-Family Residential-Patio Homes/Townhomes	SF-PH/ Single-Family Residential-Patio Home	7.53 acres 23.84%
District-2 Multifamily Residential District	MF/ Multifamily Residential	17.23 acres 54.56%
District-3 Commercial District	C/ Commercial	6.82 acres 21.60%
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities (Min. Required)		10%
Open/Park Spaces, Recreational Ponds, Landscape area and Amenities		Approx. 6.3 acres / 19.9%
Approximate area dedicated for TXDOT Loop-9 ROW	N/A	13.65 acres
Approximate area dedicated for Westmoreland ROW	N/A	0.84 acres
Approximate Developable area (Excluding future Loop-9 ROW & Westmoreland ROW)	N/A	31.60 acres

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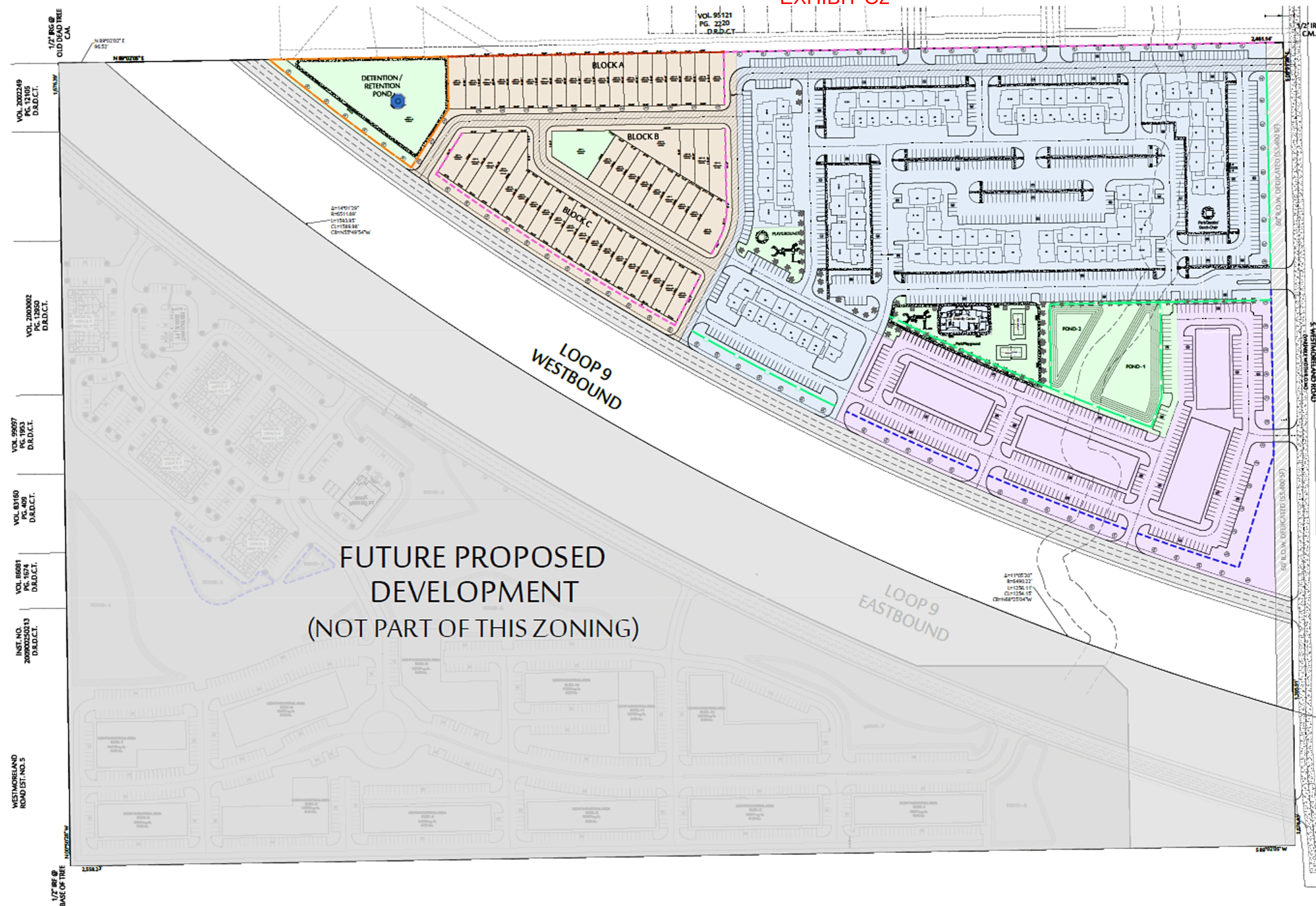
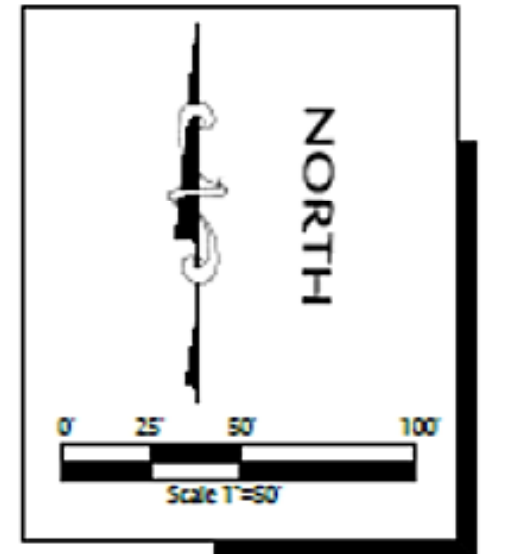
OWNER/DEVELOPER:
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EXHIBIT C1
CONCEPT PLAN
WESTMORELAND ESTATES
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.

EXHIBIT C2

VICINITY MAP
NOT TO SCALE

FENCE EXHIBIT

5' HIGH DECORATIVE METAL FENCE	
6'-8' HIGH CONCRETE MASONRY WALL	
4' HIGH HEDGE TYPE SHRUB (SUCH AS BURFORD HOLLY)	
4' WROUGHT IRON FENCE	
WOOD FENCE W/ STEEL POST	

STREET CATEGORY MUTUAL ACCESS & PUBLIC STREET	
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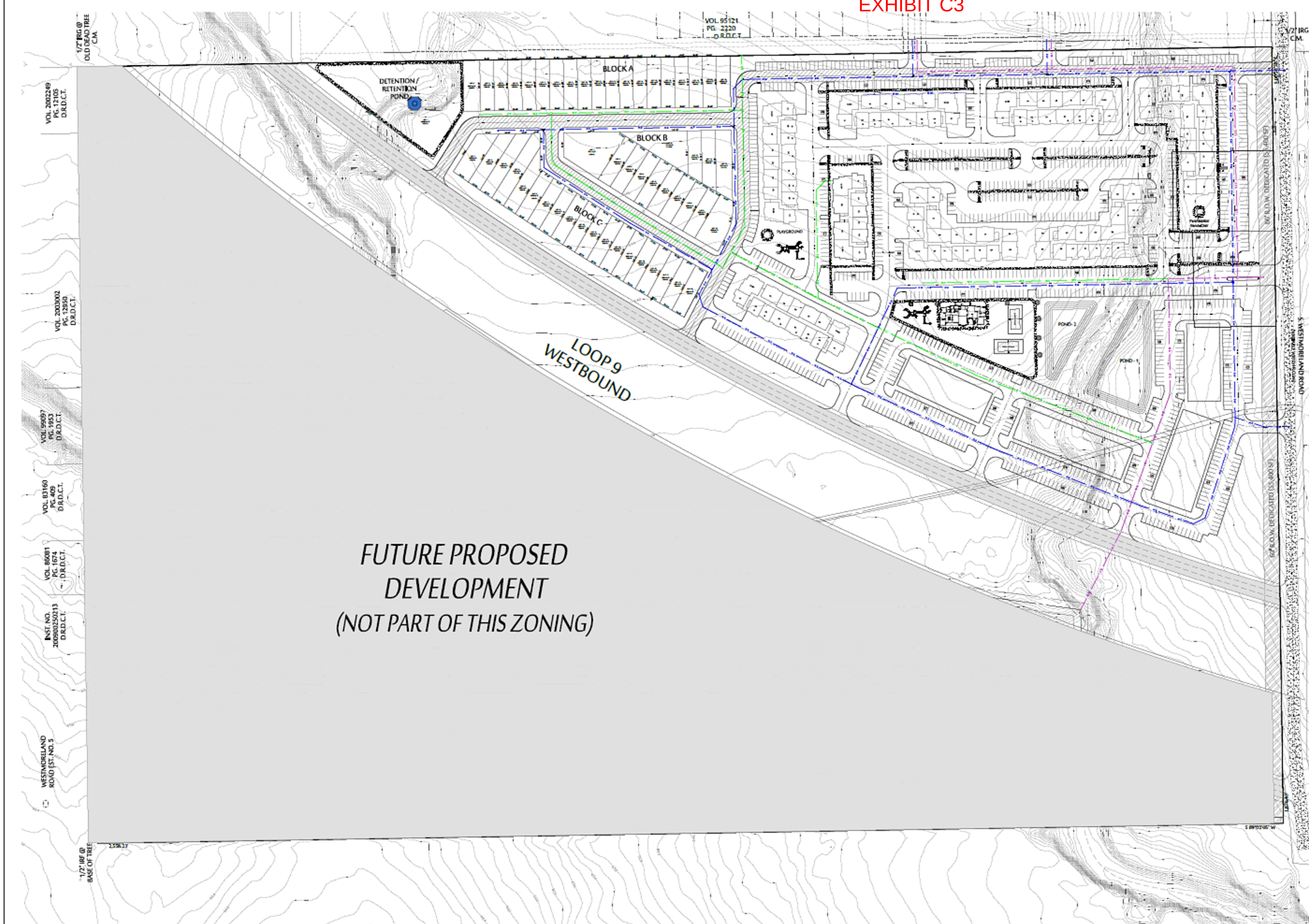
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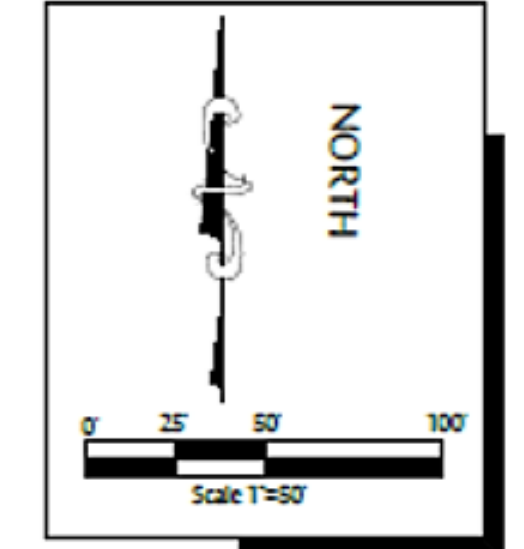
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EXHIBIT C2
CONCEPT LANDSCAPE & FENCE PLAN
WESTMORELAND ESTATES
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.

EXHIBIT C3



VICINITY MAP
NOT TO SCALE



LEGENDS:

12.55	PROP. 12" SEWER
8.55	PROP. 8" SEWER
8W	PROP. 8" WATER
○	PROP. SEWER MH

STREET CATEGORY MUTUAL ACCESS & PUBLIC STREET	
PRIVATE STREET	NO SYMBOL/ALL STREETS EXCEPT PUBLIC ROAD

FUTURE PROPOSED
DEVELOPMENT
(NOT PART OF THIS ZONING)

Note:
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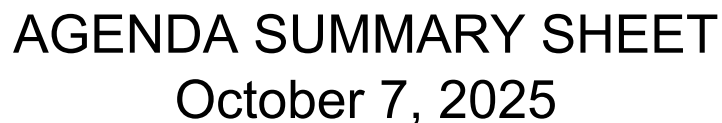
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EXHIBIT C3
CONCEPT UTILITY PLAN
WESTMORELAND ESTATES
2011 S WESTMORELAND ROAD
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS.



Public Hearing, discussion and first reading of Ordinance O-21-25, related to a Specific Use Permit to allow the operation of a limited restaurant with Drive-Up service on approximately 0.434 acres of land located on the Northeastern corner of Sunset Strip Drive and Ovilla Road, and commonly known as 2800 Sunset Strip Drive, Glenn Heights, Ellis County, Texas. (Parviz Pourazizian, Director of Planning & Development Services)

[illegible]

SPECIFIC USE PERMIT: RESTAURANT WITH DRIVE-UP



PARVIZ POURAZIZIAN, DIRECTOR OF DEVELOPMENT
SERVICES

OCTOBER 07, 2025

SPECIFIC USE PERMIT



SUP-03-25 (O-21-25): Public Hearing, discussion, and first reading of related to a Specific Use Permit to allow the operation of a limited restaurant with Drive-Up service on approximately 0.434 acres of land located on the Northeastern corner of Sunset Strip Drive and Ovilla Rd, and commonly known as 2800 Sunset Strip, Glenn Heights, Ellis County, Texas.

SPECIFIC USE PERMIT



Applicant: Nathan Koval.

Location: Northeast Corner of Sunset Strip and Ovilla RD

Request: Specific Use Permit to allow the operation of a Limited Restaurant with Drive-Up service

Current Status: 0.434 acres, Zoned Retail (R), Vacant

The logo of the City of Glenn Heights is a circular seal. It features a blue outer ring with the text "CITY OF" at the top and "GLENN HEIGHTS" at the bottom, separated by two stars. The center of the seal contains a white field with a blue star on the left and a red and white stylized building on the right.

AERIAL MAP



Ovilla Rd

LOCATION MAP



View looking Northeast on Ovilla Rd

LOCATION MAP

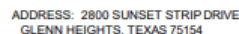


View looking North on Ovilla Rd

LOCATION MAP



View looking East on Sunset Strip Dr



SURVEY ACCEPTANCE:

LINE	BEARING	DISTANCE
L1	N 46°06'14" W	43.07'

POINT OF BEGINNING

LOT 15, BLOCK M
HOLLYWOOD ADDITION
PHASE TWO
CABINET B, SLIDE 270
P.R.E.C.T.

(N 89°59'00" E)
N 88°54'41" E 177.81'

LOT 16R
BLOCK M
VACANT LOT
SURVEYED
0.434 ACRES
(18,915 SQ. FT.)

DRAIN

RED OAK ISD
VOLUME 1342, PAGE 685
O.P.R.E.C.T.

STATE OF TEXAS
CHANNEL & DRAINAGE
EASEMENT
INSTRUMENT NO.
1631727
(PARCEL 27E)

PROPERTY DESCRIPTION

Being a tract of land lying and situated in the being called a portion of Lot 16R, Block M, F City of Glenn Heights, Ellis County, Texas, a County, Texas, same being a portion of that 2508804, Official Public Records of Ellis Co

BEGINNING at an "X" cut in concrete found
Addition, Phase Two, an addition to Ellis Co
Records of Ellis County, Texas and being alc

THENCE, North 88°54'41" East, passing a 5 distance of 177.81 feet to a 1/2 inch capped that tract of land described in deed to Red C Public Records of Ellis County, Texas;

THENCE, South 01°19'55" East, a distance corner being the northeast corner of a tract of Instrument Number 1631727, Official Public also known as FM 664, a public right-of-way;

THENCE, South 88°58'59" West, passing a total distance of 147.35 feet to a 1/2 inch along the east line of said Sunset Strip Drive;

THENCE, North 46°06'14" West, a distance corner being along the east line of said Sunx

THENCE, North 01°25'28" West, a distance
feet) of land.
NOTES

1. Directional Control shown hereon are bas Central Zone (4202).

2. The following items are from Schedule B, ATD-30-6000302500136-+TD, issued April 3

This property is subject to the following
Volume 729, Page 67, corrected in Vol
Page 387, Volume 729, Page 77 and
10f. Easement(s) to Southwestern Be
Records, Ellis County, Texas.

3. FLOOD NOTE: According to my Interpretation Map Number 48139C0065G, dated 01/11/2011, the property is not within a Special Flood Hazard Area. This statement is not a prediction of flooding or flood damage. On rare occasions flooding can occur due to natural causes. This statement shall not create any liability for the undersigned.

SURVEYOR'S CERTIFICATE

I hereby certify to Alamo Title, Nathan Kow
under my direct supervision and is a true a
or protrusions except as shown hereon.

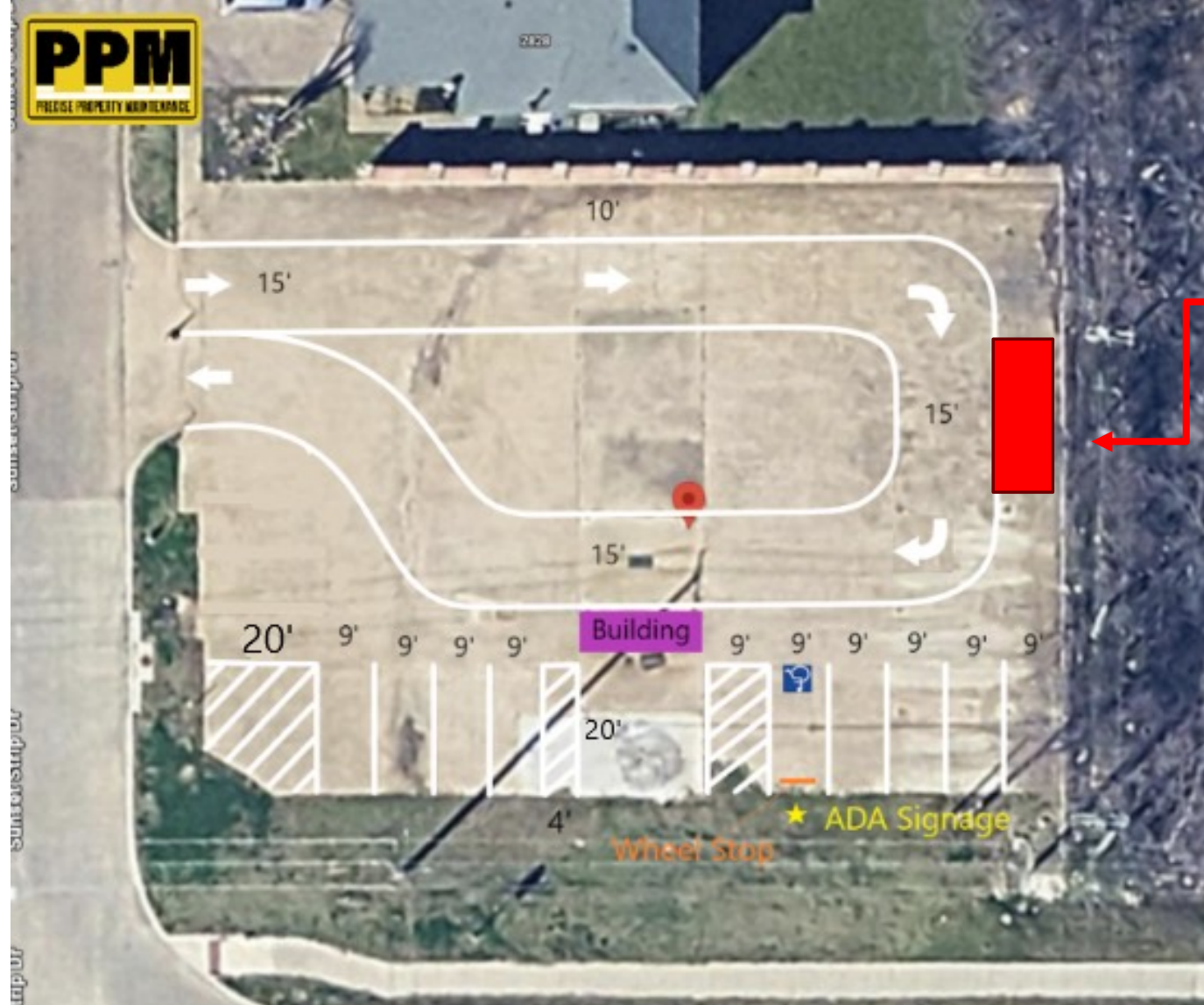
Todd Fincher, R.P.L.S. No. 5633
Signed: May 9, 2025

EAST OVILLA ROAD (FM 664)
(VARIABLE RIGHT-OF-WAY)

LEGEND

9

SITE PLAN



Staff
Recommended
Location

LAST USE



BACKGROUND



In Glenn Heights, according to the Table of Permitted Uses, drive-through restaurants must obtain a Specific Use Permit.

The lot is currently vacant and zoned Retail (R).

APPLICANT PROVIDED CONCEPTS



**RAGING WAVE'S
WATERPARK
SHARKY'S BEACH
BAR: A MOBILE
BEVERAGE HUB**

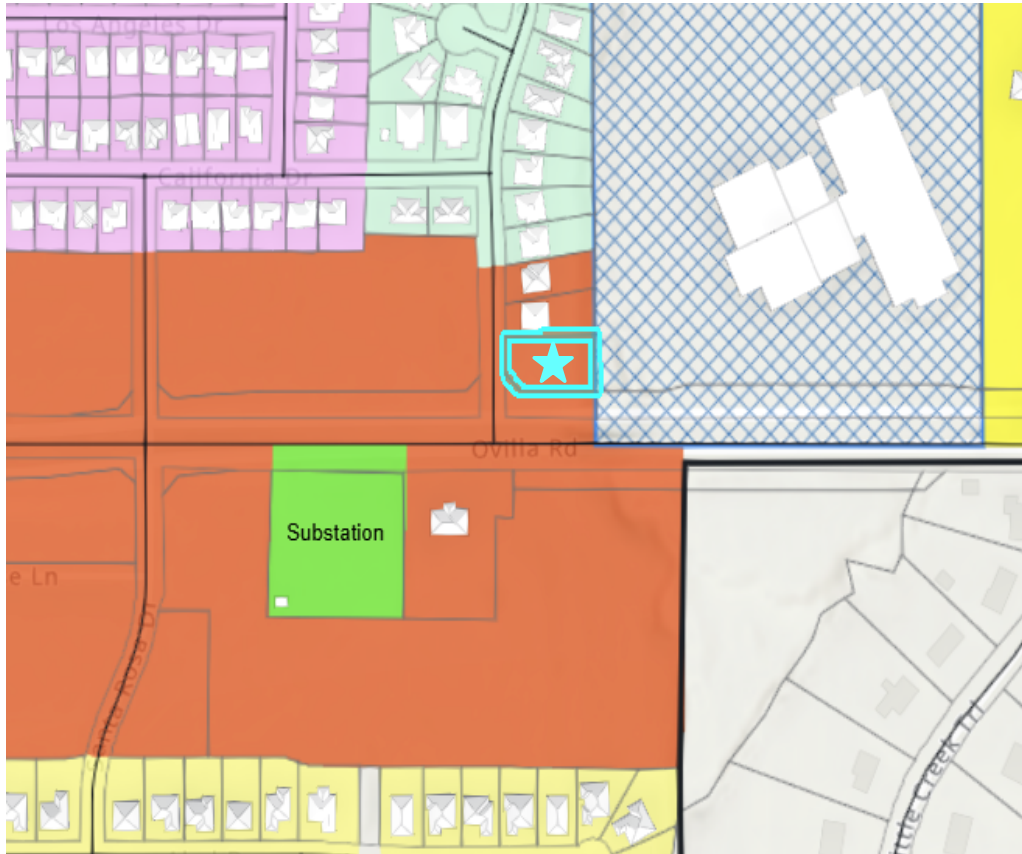


**Westminster
ArtBox
Mobile Shipping
Container Retail
Unit**

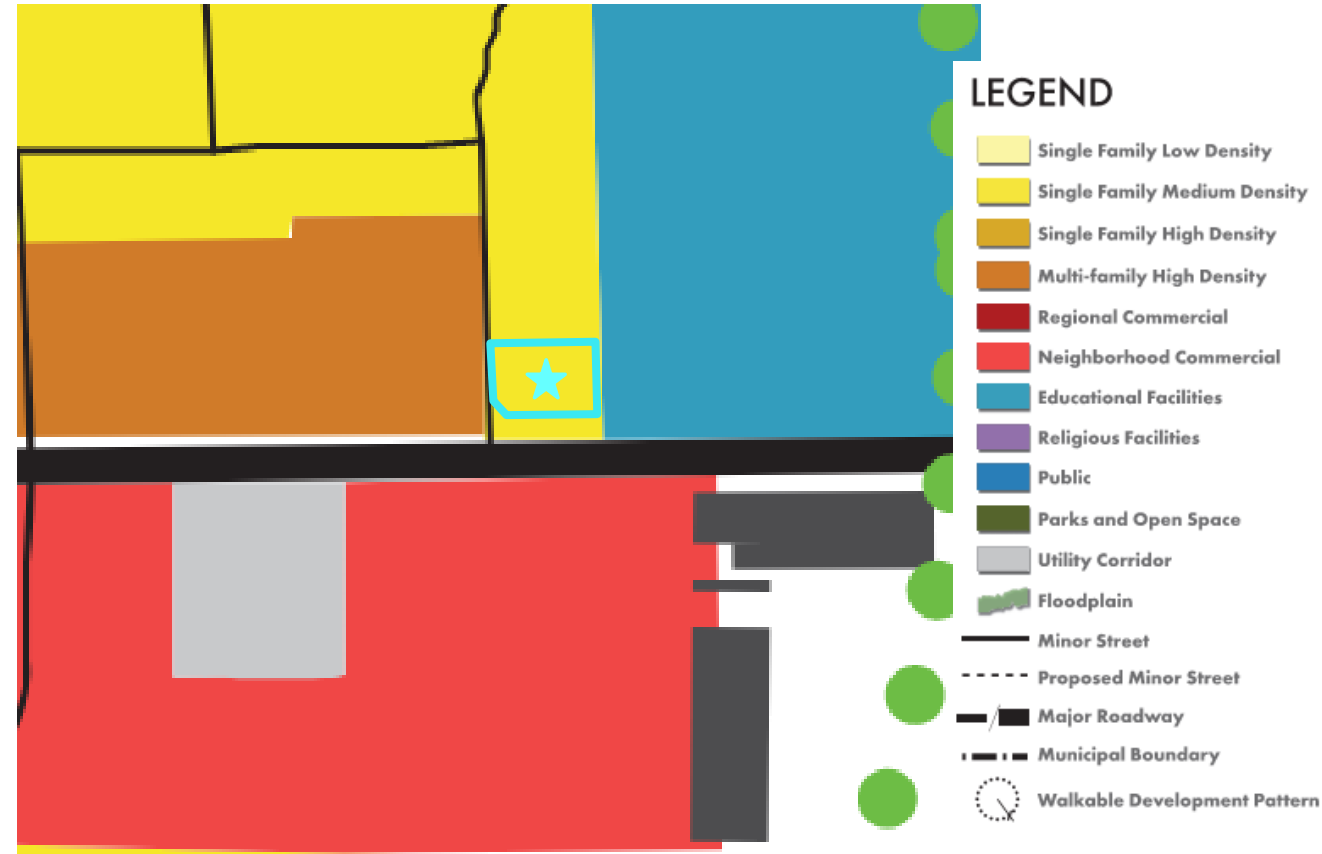
*Client: The City of
Westminster,
Colorado*



CURRENT ZONING AND FUTURE LAND USE



ZONING: Retail (R)



FLUP: Single-Family Medium Density,
Inside the Neighborhood Village
Cluster

RECOMMENDATION



- ☐ The **Planning and Zoning Commission** recommends approval of SUP-03-25 with conditions:
 - ☐ The structure from which the business is operated, and the configuration of the lot is set up so that the container fronts Ovilla Rd.
 - ☐ The lot adheres to the 10 FT landscape buffer required to separate Non-residential uses from the Single-Family Residential homes to the North.

QUESTIONS



COMMENTS

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS

ORDINANCE NO. __21_-25

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF GLENN HEIGHTS, TEXAS, AS AMENDED, BY GRANTING A SPECIFIC USE PERMIT TO ALLOW THE OPERATOIN OF A LIMITED RESTAURANT DRIVE-UP SERVICE ON A 0.434+/- ACRE TRACT OF LAND LOCATED AT 2800 SUNSET STRIP AND DESCRIBED AS A PORTION OF LOT 16R, BLOCK M, REPLAT OF LOTS 16 AND 17, BLOCK M OF THE HOLLYWOOD ADDITION, PHASE TWO, AN ADDITION TO THE CITY OF GLENN HEIGHTS, ELLIS COUNTY, TEXAS, ACCORDING TO THE REPLAT THEREOF RECORDED IN CABINET D, SLIDE 293, PLAT RECORDS OF ELLIS COUNTY, TEXAS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Planning and Zoning Commission of the City of Glenn Heights and the City Council of the City of Glenn Heights, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and the City Council of the City of Glenn Heights is of the opinion and finds that a zoning change should be granted, and that the Comprehensive Zoning Ordinance, Plan and Map should be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1: The Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, be and the same are hereby amended by granting a Specific Use Permit to allow for the operation of a restaurant business with drive-up service on a 0.434 +/- acre tract of land located at 2800 Sunset Strip, City of Glenn Heights, Ellis County, Texas, and being more particularly described as a portion of lot 16R, Block M, a replat of lots 16 and 17, Block M, of the Hollywood Addition, Phase Two, an addition to the City of Glenn Heights, Ellis County, Texas, according to the replat thereof recorded in Cabinet D, Slide 293, Plat Records of Ellis county, Texas, and being more particularly described in Exhibit "A" attached hereto (hereinafter, the "Property").

SECTION 2. The Property shall hereafter be used for snow cone sales with drive-up service and only in the manner and for the purposes provided for in the City of Glenn Heights

Code of Ordinances, including the Zoning Ordinance and Zoning Map as heretofore and herein amended, subject to the following special conditions:

1. The structure from which the business is operated, and the configuration of structures and pavement markings, shall be in accordance with Exhibit "B," attached hereto.
2. The business shall not be operated in a manner that may cause noise, traffic or disruptions to nearby residences.

SECTION 3. All provisions of the Ordinances of the City of Glenn Heights, Texas, in conflict with the provisions of this ordinance as applicable to the Property be and are hereby repealed and all other provisions of the ordinances of the City of Glenn Heights, Texas, not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. Should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance or the Comprehensive Zoning Ordinance as a whole, or any part or provision thereof, other than the part declared to be invalid, illegal, or unconstitutional.

SECTION 6. Any person, firm, or corporation violating any of the provisions or terms of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be subject to a penalty by fine not to exceed two thousand dollars (\$2,000.00) for each offense, and each and every day such violation continues or is allowed to exist shall constitute a separate offense.

SECTION 8. This ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law and charter in such cases provide.

DULY PASSED by the City Council of the City of Glenn Heights, Texas this _____ day of _____, 2025.

APPROVED:

SONJA A. BROWN, MAYOR

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David M. Berman, City Attorney

Exhibit "A"
[Legal Description]

PROPERTY DESCRIPTION

Being a tract of land lying and situated in the Michael McDermott Survey, Abstract No. 743, located in Ellis county, Texas, same being called a portion of Lot 16R, Block M, Replat of Lots 16 and 17, Block M of Hollywood Addition, Phase Two, an Addition to the City of Glenn Heights, Ellis County, Texas, according to the Replat thereof recorded in Cabinet D, Slide 293, Plat Records of Ellis County, Texas, same being a portion of that tract of land described in deed to Nathan and Pamilee, Koval as recorded in Instrument Number 2515164, Official Public Records of Ellis County, Texas and being more particularly described as follows:

BEGINNING at an "X" cut in concrete found for corner, said corner being the southwest corner of Lot 15, Block M of Hollywood Addition, Phase Two, an addition to Ellis County, Texas according to the Map or Plat thereof recorded in Cabinet B, Slide 270, Plat Records of Ellis County, Texas and being along the east line of Sunset Strip Drive, a 60' right-of-way;

THENCE, North 88°54'41" East, passing a 5/8 inch iron rod found for reference at a distance of 141.29 feet and continuing a total distance of 177.81 feet to a 1/2 inch capped iron rod, stamped "RPLS 5633" set for corner, said corner being along the west line of that tract of land described in deed to Red Oak Independent School District (ISD) as recorded in Volume 1342, Page 685, Official Public Records of Ellis County, Texas;

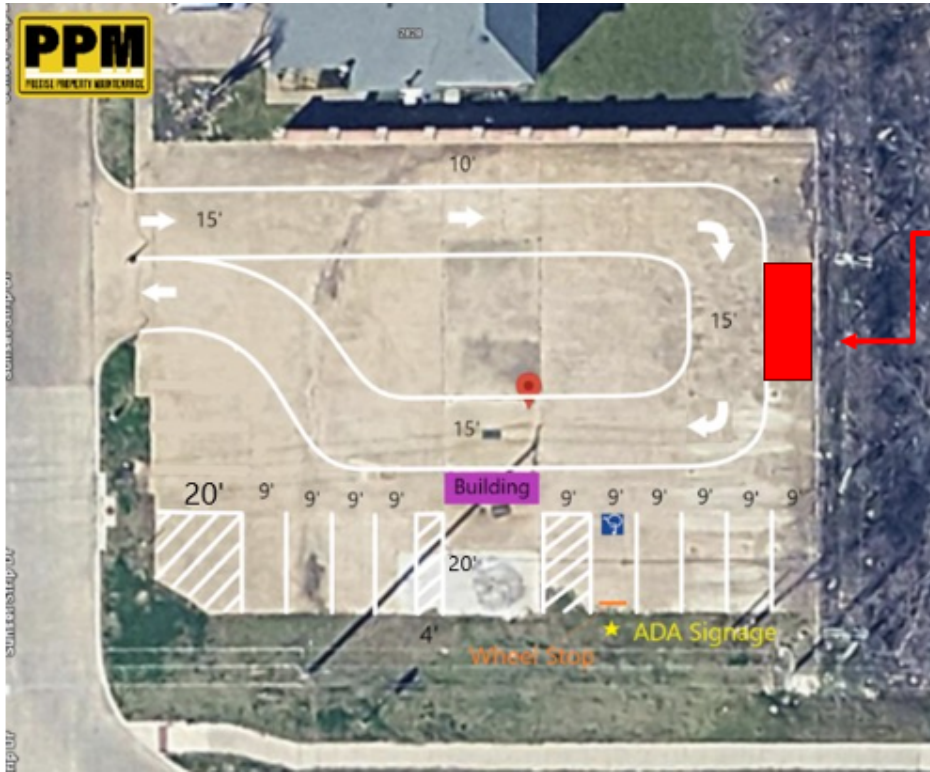
THENCE, South 01°19'55" East, a distance of 109.13 feet to a 1/2 inch capped iron rod, stamped "RPLS 5633" set for corner, said corner being the northeast corner of a tract of land dedicated to the State of Texas for right of way in a Judgement recorded in Instrument Number 1631727, Official Public Records of Ellis County, Texas, same being along the North line of East Ovilla Road, also known as FM 664, a public right-of-way;

THENCE, South 88°58'59" West, passing a 1/2 inch capped iron rod, stamped "RPLS 5633" set on line for reference and continuing a total distance of 147.35 feet to a 1/2 inch capped iron rod, stamped "RPLS 5633" set for corner at the east corner of a corner clip along the east line of said Sunset Strip Drive;

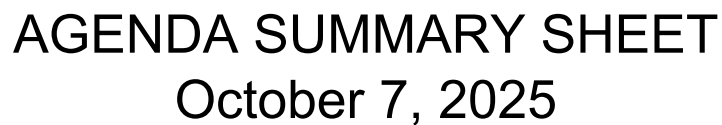
THENCE, North 46°06'14" West, a distance of 43.07 feet to a 1/2 inch capped iron rod, stamped "RPLS 5633" set for corner, said corner being along the east line of said Sunset Strip Drive;

THENCE, North 01°25'28" West, a distance of 78.50 feet to the POINT OF BEGINNING and containing 0.434 acres (18,915 square feet) of land.

Exhibit "B"
SITE CONFIGURATION



Staff
Recommended
Location



Discuss and take action acknowledging receipt of the Fiscal Year 2023-2024 Annual Comprehensive Financial Report (ACFR) and Audit Results Presentation. (Sherry Roberts, Finance Director)

[illegible]

City of Glenn Heights

Financial Statement Audit – Fiscal Year 2024



GLENN
HEIGHTS

Kent Willis, CPA

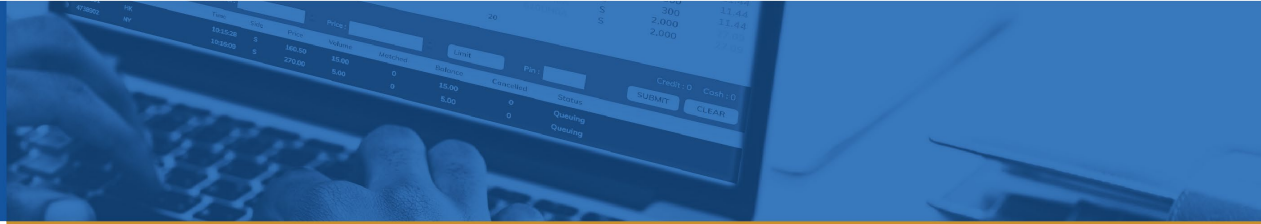
Partner, Government Assurance, Consulting & Advisory

Cameron Aaron

Supervisor, Government Assurance, Consulting & Advisory

- Management & auditor responsibilities
- Audit results
- Financial highlights
- Discussion





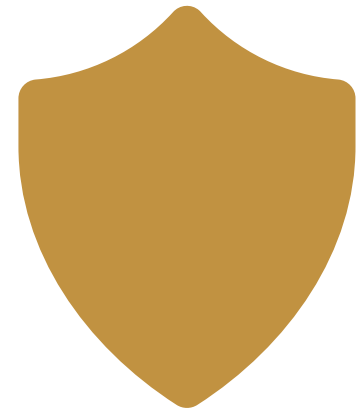
Responsibilities of Management & Auditor



COMMITMENT to the present... **VISION** for the future.

Management

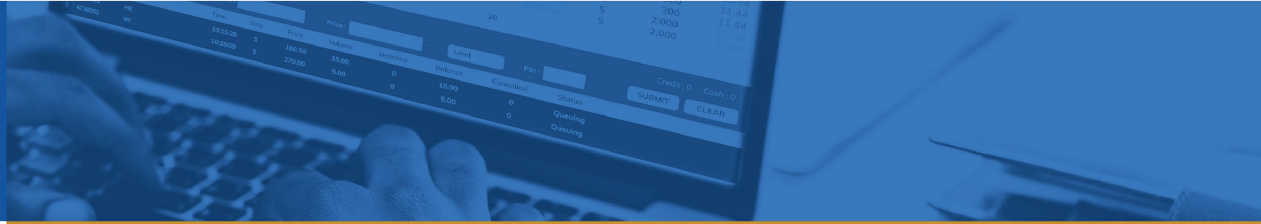
- Preparation and fair presentation of financial statements in accordance with Generally Accepted Accounting Principles (GAAP)
- Design, implementation, and maintenance of internal control relevant to the financial statements



Auditor

- Express opinions on the financial statements
- Conduct audit in accordance with Generally Accepted Auditing Standards (GAAS)





Audit Results



COMMITMENT to the present... **VISION** for the future.

- Independent Audit Results (ACFR Page 1)
-

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the City Council and Citizens
City of Glenn Heights, Texas

Report on the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Glenn Heights, Texas (the "City"), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

- Report on Internal Control (Single Audit Report Page 1)

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we identified certain deficiencies in internal control, described in the accompanying Schedule of Findings and Questioned Costs as items 2024-001 that we consider to be a material weakness.

- Internal Control Weakness (Single Audit Report Page 9)

Finding 2024-001 - Material Weakness

Criteria

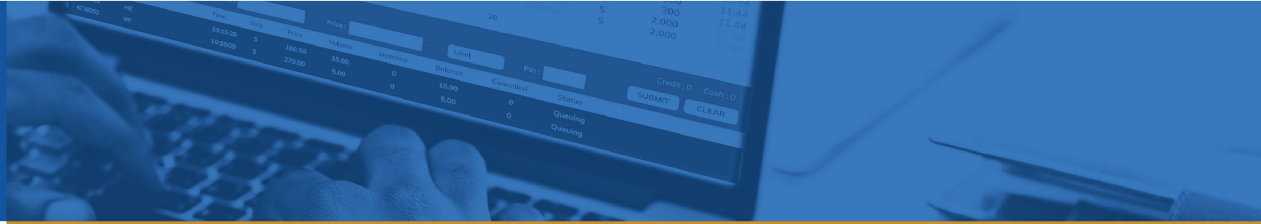
Management is responsible for establishing and maintaining an effective system of internal control over financial reporting. This system ensures the accuracy, completeness, reliability, and timeliness of financial reporting. In addition, according to 2 CFR 200.512(b), an auditee must submit the Data Collection Form and reporting package to the Federal Audit Clearinghouse within nine months of yearend or 30 days after the issuance of the audit report, whichever is earlier.

- Uniform Guidance (Single Audit Report Page 3)
 - American Rescue Plan \$2.8 million Expenditures of Federal Awards

Opinion on Each Major Federal Program

We have audited the City of Glenn Heights, Texas' (the "City") compliance with the types of compliance requirements identified as subject to audit in the (OMB) *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended September 30, 2024. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2024.



Financial Highlights

COMMITMENT to the present... **VISION** for the future.

General Fund - Fund Balance (ACFR Page 13 and 16)

	General Fund
Revenues	\$ 13,587,383
Expenditures	(12,315,500)
Other Financing Sources (Uses)	970,802
Net Change in Fund Balance	2,242,685
Fund balance - beginning of year	8,546,915
Fund balance - end of year	\$ 10,789,600
Fund Balances:	
Nonspendable	\$ 10,000
Unassigned	10,779,600
	\$ 10,789,600
Unassigned Equity As a Percentage of Expenditures	88%
Unassigned Equity As a Percentage of Expenditures in Months	10.50

EQUITY AS A PERCENTAGE OF EXPENDITURES

2024

2023

**General Fund
(Unassigned)**

10.5 months

9.5 months

GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

Water & Wastewater – Net Position (ACFR Page 19 and 20)

	Water & Wastewater	
Operating Revenues	\$ 10,931,748	
Operating Expenses	(8,998,392)	
Operating Income	1,933,356	
Nonoperating Revenues (Expenses)	3,058	
Transfers	1,674,039	
Change in Net Position	3,610,453	
Net Position - beginning of year	15,113,708	
Net Position - end of year	\$ 18,724,161	
Net Position:		
Net Investment in Capital Assets	\$ 11,101,731	59%
Restricted	5,078,848	27%
Unrestricted	2,613,582	14%
	\$ 18,794,161	
Unrestricted Equity As a Percentage of Expenditures	29%	
Unrestricted Equity As a Percentage of Expenditures in Months	3.49	

Water & Wastewater – Net Position (ACFR Page 19 and 20)

	Water & Wastewater
Current Assets	\$ 8,503,434
Current Liabilities	<u>(1,113,370)</u>
Working Capital	<u>\$ 7,390,064</u>
Operating Expenses	\$ 8,998,392
Working Capital as a Percentage of Operating Expenses	82%
Working Capital Months	9.86

GFOA does not use the same language or benchmarks for enterprise fund. Working capital or operating reserves are better benchmarks. Working capital targets are typically between 45 and 90 days.

Water & Wastewater – Net Position (ACFR Page 19 and 20)

	Water & Wastewater
Unrestricted Cash and Cash equivalents	\$ 1,106,624
Operating Expenses	\$ 8,998,392
Operating Reserves as a Percentage	12%
Operating Reserves in Months	1.48

Operating reserves (months cash on hand) focuses on cash liquidity to keep the fund operating. Typical minimum targets are 1.5 months, but a more common range is 3 to 6 months. Higher risk situations might require more than 6 months.



Thank you!

COMMITMENT to the present... **VISION** for the future.



CITY OF GLENN HEIGHTS, TEXAS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2024

**PREPARED BY THE FINANCE DEPARTMENT
OF THE CITY OF GLENN HEIGHTS, TEXAS**

***GROW WITH GLENN
HEIGHTS***

glennheightstx.gov

CITY OF GLENN HEIGHTS, TEXAS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

TABLE OF CONTENTS

SEPTEMBER 30, 2024

**Page
Number**

INTRODUCTORY SECTION

Transmittal Letter	i – v
List of Elected and Appointed Officials	vi
Organizational Chart	vii

FINANCIAL SECTION

Independent Auditor’s Report.....	1 – 3
Management’s Discussion and Analysis.....	4 – 9
Basic Financial Statements	
Government-wide Financial Statements	
Statement of Net Position	10
Statement of Activities	11 – 12
Fund Financial Statements	
Balance Sheet – Governmental Funds	13 – 14
Reconciliation of the Balance Sheet of Governmental Funds to the Government-Wide Statement of Net Position	15
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	16 – 17
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Government-Wide Statement of Activities	18
Statement of Net Position – Proprietary Funds.....	19
Statement of Revenues, Expenses and Changes in Fund Net Position – Proprietary Funds	20
Statement of Cash Flows – Proprietary Funds.....	21 – 22
Notes to the Financial Statements.....	23 – 43
Required Supplementary Information	
Schedule of Revenues, Expenditures and Changes In Fund Balance – Budget and Actual	44
Notes to Required Budgetary Schedule	45

Schedule of Changes in Net Pension Liability and Related Ratios.....	46 – 47
Schedule of Contributions.....	48 – 49
Schedule of Changes in Total OPEB Liability and Related Ratios – TMRS – Supplemental Death Benefits Funds.....	50 – 51
Combining Statements and Individual Fund Schedules	
Combining Balance Sheet – Nonmajor Governmental Funds.....	52 – 53
Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds	54 – 55
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual:	
Debt Service	56
911 Wireless.....	57

STATISTICAL SECTION

Table

Schedule of Contents	58
1 Net Position by Component.....	59 – 60
2 Changes in Net Position.....	61 – 64
3 Fund Balances of Governmental Funds	65 – 66
4 Changes in Fund Balances of Governmental Funds.....	67 – 68
5 Assessed Value and Estimated Actual Value of Taxable Property.....	69 – 70
6 Direct and Overlapping Property Tax Rates	71 – 72
7 Principal Property Taxpayers.....	73
8 Property Tax Levies and Collections	74
9 Ratios of Outstanding Debt by Type	75 – 76
10 Ratios of Net General Bonded Debt Outstanding	77
11 Computation of Direct and Overlapping Debt	78
12 Tax Rate Information	79 – 80
13 Demographic and Economic Statistics	81
14 Principal Employers	82
15 Employees by Function/Program	83 – 84
16 Operating Indicators by Function/Program.....	85 – 88
17 Capital Asset Statistics by Function/Program.....	89 – 90

INTRODUCTORY SECTION

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October 1 , 2025

Citizens, Honorable Mayor, and Members of the City Council
City of Glenn Heights
Glenn Heights, Texas

The Finance Department is pleased to submit the Annual Comprehensive Financial Report of the City of Glenn Heights, Texas for the fiscal year ended September 30, 2024. This report was prepared through the cooperative efforts of the Finance Department and the City's independent auditor. It is published to provide the City Council, staff, citizens, bondholders, and other interested parties with detailed information concerning the financial condition and activities of the City government.

Responsibility for both the accuracy of the data and completeness and fairness of the presentation rests with the City. We believe the data, as presented, is accurate in all material respects. It is presented in a manner designed to fairly set forth the financial position and results of operations of the City as measured by the financial activity of its various funds; all disclosures necessary have been included to enable the reader to gain the maximum understanding of the City's financial affairs.

Management's discussion and analysis (MD&A) begins on page 4 and provides a narrative introduction, overview, and analysis of the City's basic financial statements. The MD&A also provides readers with management's viewpoint of the City's financial performance and should be read in conjunction with the financial statements.

CITY PROFILE

The City of Glenn Heights, Texas, a predominately residential community situated in Dallas and Ellis Counties, is a Texas municipality that incorporated in 1969 to operate as a general law city and currently operates as a home rule city. The City lies at the hub of Interstate 35E and Texas Farm-To-Market Road 664 (Ovilla Road). Glenn Heights is a short drive from downtown Dallas and has an estimated population of 19,752 residents. The City operates under a council-manager form of government. The Council is comprised of seven officials including a Mayor and six Council Members.

THE REPORTING ENTITY AND ITS SERVICES

Generally accepted accounting principles require that basic financial statements represent the City (the primary government) and its component units. The Council has the authority to enact legislature, appoint the City Manager, and significantly influence operations. It also has the primary accountability for fiscal matters. Therefore, the City is a financial reporting entity as defined by the Government Accounting Standards Board (GASB) in its Statement No. 14, "The Financial Reporting Entity." The City is regulated



by the Code of State Statutes of the State of Texas and is authorized to perform the following services: public safety (police and fire), development services (public works, planning, and inspections), economic development, recreational services, sanitation, water and sewer utilities, storm drainage and general administrative services.

ECONOMIC OUTLOOK AND FINANCIAL CONDITION

The information presented in the financial statements should be viewed within the context of the specific environment in which the City operates.

The economic outlook for the City of Glenn Heights includes projections for future land use that will guide the development of specific areas in the community, aligning with the objectives of the new comprehensive plan. This plan emphasizes preferred development strategies that will shape the community's landscape according to anticipated land use needs.

Glenn Heights is experiencing a housing boom that's transforming the city into one of the fastest-growing communities in Dallas and Ellis counties. Fueled by multiple new subdivision developments, taxable property values have surged by 33%, with new homes starting at \$450,000 attracting a wave of young families to this vibrant 7.1-square-mile suburb. Among the standout residential projects are Stewart Farms, where Ashton Woods has begun grading work at W Bear Creek Road & S Westmoreland Road, and Valencia Estates (formerly Paradise Estates), located at the southeast corner of Westmoreland Road and W Bear Creek Road. These developments are part of a broader annexation effort expanding the city's southern boundary. As a result of this rapid growth, the average residential market value has climbed 14.9% in just one year, underscoring the city's rising appeal and strong economic momentum.

In conjunction with ongoing housing developments, the City has initiated a plan for higher-density developments aimed at attracting more retail establishments to the area. Furthermore, the vision includes plans for additional usable open spaces that connect pedestrians with local businesses and parks. The concept of mixed-use developments, incorporating multi-family residential buildings alongside neighborhood retail and open space amenities, aligns with the overall vision for future land use.

The City of Glenn Heights has seen a remarkable 15.4% surge in property tax revenue, driven by rising taxable property values. This upward trend not only reflects the city's rapid growth but also strengthens its financial foundation—empowering Glenn Heights to meet the increasing demand for public services and maintain a high quality of life for its residents.

In a bold move to position Glenn Heights as a key player in the tech-driven economy, the City Council approved a major zoning change in 2024 to accommodate a state-of-the-art data center and electrical substation. With the Dallas/Fort Worth region emerging as a national hotspot for data centers, this development is expected to inject an impressive \$2 billion into the City's property tax base. Meanwhile, commercial growth is accelerating along the IH 35E corridor and Farm-to-Market 664 (Ovilla Road), bringing new businesses and opportunities to the area. One of the most transformative projects underway



is the IH 35E at Bear Creek Road Improvements Project, a partnership with TxDOT designed to ease traffic congestion and improve connectivity. Together, these initiatives are not only reshaping the city's infrastructure but also enhancing the quality of life for Glenn Heights residents.

As Glenn Heights continues to expand with new housing developments and a growing focus on higher-density and retail projects, the demand for public services is rising in tandem. With the population projected to reach 30,000 by the next census, the City faces the challenge of maintaining service levels amid increasing costs. Currently, property taxes account for 58.9% of the general fund revenue, making diversification of revenue sources a critical priority. To reduce reliance on property taxes, the City is pursuing a commercially driven strategy—encouraging retail growth to boost sales tax revenue and streamlining processes for permits and licenses. This proactive approach will help ensure long-term financial sustainability while supporting the infrastructure and services needed for a thriving, fast-growing community.

THE CITY

The City's ability to diversify and expand its tax revenue base will play a pivotal role in shaping Glenn Heights' economic outlook for both the current and future fiscal years. One of the key challenges lies in identifying new and sustainable funding sources. For example, one cent of the City's sales tax is earmarked for mass public transportation initiatives, such as Dallas Area Rapid Transit (DART), which limits the availability of funds for other essential service programs. This constraint highlights the importance of long-term financial planning to support the City's goals for economic development and infrastructure sustainability. By exploring innovative revenue strategies and strengthening partnerships, Glenn Heights can better position itself to meet the evolving needs of its growing community.

To address these challenges, the City of Glenn Heights is strengthening its partnerships to support smart growth and sustainable development. A key collaboration with Dallas Area Rapid Transit (DART) will help coordinate future developments that not only boost commercial activity but also enhance public transportation options for residents. In addition, the City is working closely with the DeSoto and Red Oak school districts to deliver high-quality services that benefit both students and the broader community. These partnerships are vital to aligning infrastructure improvements with population growth, ensuring Glenn Heights remains a well-connected and thriving place to live.

These quality services are designed to leverage future developments as revenue-generating opportunities—funding the construction of new parks, the development of scenic linear trails, street reconstruction, and the upkeep of vital utility systems. By increasing revenue through strategic growth, the City can allocate resources more effectively to key infrastructure projects, reducing reliance on debt and ensuring long-term financial resilience.

The City of Glenn Heights maintains strong financial health, with sufficient cash reserves and unassigned fund balances in both its general and utility funds. These unrestricted net assets ensure compliance with the City's comprehensive fund balance policy while supporting the delivery of high-quality services to residents.



This solid fiscal foundation positions the City to respond effectively to future growth and infrastructure needs.

Overall, the City's financial outlook remains stable, with general conditions projected to continue meeting fund reserve requirements. Primary revenue sources are showing modest yet steady growth, reinforcing the City's ability to maintain fiscal discipline while supporting essential services and infrastructure investments.

ACCOUNTING SYSTEM AND BUDGETARY CONTROL

The City's accounting records for general governmental operations are maintained on a modified accrual basis, with the revenues being recorded when available and measurable. Expenditures are recorded when the services or goods are received, and the liabilities are incurred. Accounting records for the City's proprietary funds are budgeted and maintained on this same basis of accounting for management purposes and converted to full accrual accounting for external reporting purposes.

In developing and maintaining the City's accounting system, consideration is given to the adequacy of the internal control structure. The internal control structure is designed to provide reasonable, but not absolute assurance regarding the safeguarding of assets against loss from unauthorized use or disposition. Internal controls also ensure the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of the control should not exceed the benefits likely to be derived; the evaluation of cost and benefits requires estimates and judgments by management. We believe the City's internal control structure is developing and will continue to be improved upon.

The budgetary process begins each year with the preparation of revenue estimates by the City's Department of Finance and expenditure estimates by each City department. Estimates are reviewed by the City Manager and evaluated within the total financial framework. Budget proposals are then recommended by the City Manager and reviewed extensively by the City Council, in a process that includes public hearings. Throughout the process, the City Council may make changes as deemed appropriate. The budget is then adopted by ordinance, as well as the City's ad valorem tax rate. All the City's governmental funds, as well as enterprise funds (water and sewer, and drainage), are included in the annual budgetary process.

The objective of budgetary controls is to ensure compliance with legal provisions embodied in the annual budget adopted by the City Council. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amounts) is established at the fund level. Department Directors are authorized to transfer budgeted expenditures between line items within their respective departments while the City Manager is authorized to transfer budgeted expenditures between departments within a City fund. However, any revisions that alter total expenditures of a City fund must be approved by the City Council.



AUDIT

The City Charter requires an annual audit of the books of accounts, financial records and transactions of all departments of the City by independent certified public accountants selected and engaged by the City Council.

CONCLUSION

The preparation of this report could not be accomplished without the dedicated services of the City's auditors, City Management, and staff of the City's Finance Department. The Finance staff has worked with great effort to ensure the accuracy of this report.

Respectfully submitted,

Sherry Roberts

Sherry Roberts, CGFO
Director of Finance

CITY OF GLENN HEIGHTS, TEXAS

PRINCIPAL OFFICIALS

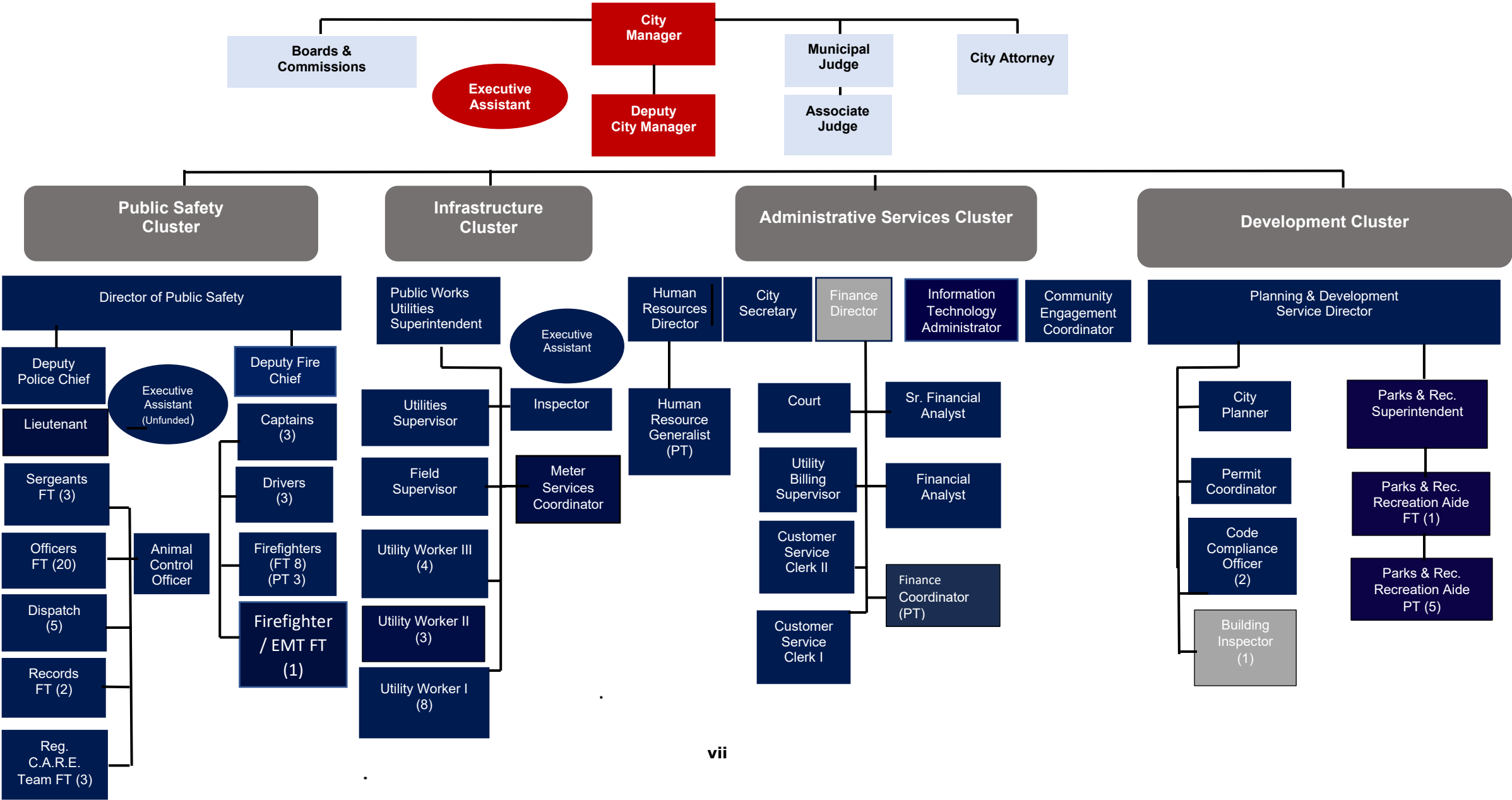
SEPTEMBER 30, 2024

Mayor	Sonja A. Brown
Mayor Pro Tem	Cornel Benford II
Place 1	Sherron Mosley
Place 2	Harry A. Garrett
Place 3	Travis Bruton
Place 4	Stephanie Hale
Place 5	Laymon M. Lightfoot



Citizens of Glenn Heights

Mayor and City Council



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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the City Council and Citizens
City of Glenn Heights, Texas

Report on the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Glenn Heights, Texas (the "City"), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement due date, including any currently known information that may raise substantial doubt shortly thereafter.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension and OPEB information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplemental schedules as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual comprehensive financial report (ACFR). The other information comprises the introductory section and statistical section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 1, 2025, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
October 1, 2025

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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Management's Discussion and Analysis

As management of the City of Glenn Heights, Texas we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City. We encourage the readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended September 30, 2024, the City's assets and deferred outflows exceeded its liabilities and deferred inflows by \$64,090,348 (net position). Of this amount, \$22,214,112 (or 34.7%) was unrestricted.
- For the fiscal year ended September 30, 2024, net position increased by \$8,270,614. In fiscal year 2023 the increase was \$3,727,167. The increase in fiscal year 2024 is primarily due to increased revenue for charges for services, property taxes and sales taxes.
- At fiscal year-end, the City's governmental funds reported combined ending fund balances of \$23,204,805, of which \$10,754,789 (or 46.3%) was available for spending at the City's discretion (unassigned and assigned).
- The City's long-term liabilities decreased by \$1,222,481. This decrease is the result of annual debt service payments.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts—*management's discussion and analysis* (this section), the *basic financial statements*, and *required supplementary information*. The basic financial statements include two types of statements that present different views of the City:

- The first two statements are *government-wide financial statements* that provide both *long-term* and *short-term* information about the City's *overall* financial status.
- The remaining statements are *fund financial statements* that focus on *individual parts* of the government, reporting the City's operations in *more detail* than the government-wide statements.
- *Governmental fund* statements tell how *general government* services were financed in the *short term* as well as what remains for future spending.
- The financial statements also include *notes to the financial statements* explaining some of the information in the financial statements and provide more detailed data.
- The report also contains other supplementary information in addition to the basic financial statements themselves.

The remainder of this overview explains the structure and contents of each of the statements.

Government-wide Financial Statements

The government-wide financial statements report information about the City as a whole using accounting methods similar to those used by private-sector businesses. The statement of net position includes *all* of the government's assets and liabilities. In the statement of activities, all of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid, and all of the City's *governmental activities* and City services are combined and show how they are financed.

Both government-wide statements report the City's *net position* and how it has changed. Net position, the difference between the City's assets, deferred outflows of resources, and liabilities and deferred inflows of resources, is one way to measure the City's financial health or position. Over time, increases or decreases in the City's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

Fund Financial Statements

The fund financial statements provide more detailed information about the City's most significant (major) *funds*—not the City as a whole. Funds are accounting devices that the City uses to keep track of specific revenue sources and spending for particular purposes.

- *Governmental fund*—The City's basic services are included in governmental funds, which focus on (1) how *cash and other financial assets* that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed *short-term* view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because these funds do not encompass the additional long-term focus of the government-wide statements, additional information is provided following each fund statement that explains the relationship (or differences) between them.
- Some funds are required by State law, such as the debt service fund.
- Management may establish other funds to control and manage money for particular purposes or to show that it is properly using certain revenue resources, such as capital project funds.

Figure A-1 summarizes the major features of the City's financial statements, including the portion of the City government they cover, and the types of information they contain.

Figure A-1 - Major Features of the City's Government-wide and Fund Financial Statements

<i>Type of Statements</i>	Government-Wide	Fund Level	
		Governmental Funds	Proprietary Funds
<i>Scope</i>	Entire City's government, except fiduciary funds	The activities of the City that are not proprietary or fiduciary	Activities the City operates similar to private business: utilities
<i>Required financial statements</i>	◆ Statement of Net Position ◆ Statement of Activities	◆ Balance Sheet ◆ Statement of Revenues, Expenditures & Changes in Fund Balances	◆ Statement of Net Position ◆ Statement of Revenues, Expenses & Changes in Fund Balances ◆ Statement of Cash Flows
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term
<i>Type of inflow/outflow information</i>	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after year end; expenditures when goods or services have been received and payment is made during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Over time net position serves as a useful indicator of a government's financial condition. As noted earlier, the City's assets and deferred outflows of resources exceeded its liabilities and deferred inflows by \$64,090,348.

The largest portion of the City's net position, \$32,974,620 or 51.5%, represents the City's investment in capital assets (e.g., land, buildings, vehicles, equipment, and infrastructure) less any debt used to acquire assets still outstanding at year end. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. Another portion of the City's net position, \$8,901,616 or 13.9%, represents resources that are subject to external restrictions on how they may be used (i.e., debt service, public safety, capital improvements, etc.). The remaining portion, \$22,214,112 or 34.7%, may be used at the City's discretion to meet ongoing obligations to its citizens and creditors (unrestricted).

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the City as a whole as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

	Governmental Activities		Business-type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Current and other assets	\$ 27,860,102	\$ 30,927,517	\$ 9,648,055	\$ 7,170,811	\$ 37,508,157	\$ 38,098,328
Capital assets	<u>31,569,932</u>	<u>26,185,751</u>	<u>13,555,477</u>	<u>12,582,509</u>	<u>45,125,409</u>	<u>38,768,260</u>
Total assets	<u>59,430,034</u>	<u>57,113,268</u>	<u>23,203,532</u>	<u>19,753,320</u>	<u>82,633,566</u>	<u>76,866,588</u>
Total deferred outflows of resources	<u>531,908</u>	<u>954,467</u>	<u>56,793</u>	<u>110,458</u>	<u>588,701</u>	<u>1,064,925</u>
Current liabilities	2,390,680	4,456,532	944,783	962,224	3,335,463	5,418,756
Long-term liabilities	<u>13,005,964</u>	<u>14,039,654</u>	<u>2,345,612</u>	<u>2,514,735</u>	<u>15,351,576</u>	<u>16,554,389</u>
Total liabilities	<u>15,396,644</u>	<u>18,496,186</u>	<u>3,290,395</u>	<u>3,476,959</u>	<u>18,687,039</u>	<u>21,973,145</u>
Total deferred inflows of resources	<u>406,746</u>	<u>134,253</u>	<u>38,134</u>	<u>4,381</u>	<u>444,880</u>	<u>138,634</u>
Net investment in capital assets	21,736,218	15,026,282	11,238,402	10,100,996	32,974,620	25,127,278
Restricted	3,822,768	5,406,624	5,078,848	3,314,121	8,901,616	8,720,745
Unrestricted	<u>18,599,566</u>	<u>19,004,390</u>	<u>3,614,546</u>	<u>2,967,321</u>	<u>22,214,112</u>	<u>21,971,711</u>
Total net position	<u>\$ 44,158,552</u>	<u>\$ 39,437,296</u>	<u>\$ 19,931,796</u>	<u>\$ 16,382,438</u>	<u>\$ 64,090,348</u>	<u>\$ 55,819,734</u>

The following table provides a summary of the City's operations for the year ended September 30, 2024. Overall, the City had an increase in net position of \$8,270,614. This increase is attributable to the governmental activities for \$4,721,256 and business-type activities for \$3,549,358. Revenues for business-type activities increased by \$1,979,787. Revenue associated with governmental activities increased by \$3,731,725. Significant variances in governmental activities revenues include the following.

- \$428,378 increase in property tax revenue,
- \$3,642,346 increase in grants and contributions,
- \$639,234 decrease in charges for services,
- \$359,926 increase in investment earnings.

Total expenses for governmental activities increased by \$1,196,126, and total expenses for the City's business-type activities decreased by \$28,061 when compared to 2023. Expenses for governmental activities and business-type activities in fiscal year 2024 compared to fiscal year 2023 are due to numerous factors.

	Governmental Activities		Business-type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Revenues:						
Program revenues:						
Charges for services	\$ 3,269,301	\$ 3,908,535	\$ 11,331,833	\$ 9,014,316	\$ 14,601,134	\$ 12,922,851
Operating grants & contributions	4,775	176,352	-	-	4,775	176,352
Capital grants & contributions	3,654,639	12,293	33,979	476,818	3,688,618	489,111
General revenues:						
Property taxes	9,363,297	8,934,919	-	-	9,363,297	8,934,919
Sales taxes	1,274,335	1,131,746	-	-	1,274,335	1,131,746
Franchise fees	697,192	731,228	-	-	697,192	731,228
Investment earnings	1,207,987	848,061	174,691	69,582	1,382,678	917,643
Miscellaneous	147,923	41,227	-	-	147,923	41,227
Gain on sale of capital assets	-	103,363	-	-	-	103,363
Total revenues	<u>19,619,449</u>	<u>15,887,724</u>	<u>11,540,503</u>	<u>9,560,716</u>	<u>31,159,952</u>	<u>25,448,440</u>
Expenses:						
General government	2,426,006	2,820,998	-	-	2,426,006	2,820,998
Public safety	6,219,761	5,715,827	-	-	6,219,761	5,715,827
Development services	3,294,106	2,229,395	-	-	3,294,106	2,229,395
Parks and recreation	954,467	885,500	-	-	954,467	885,500
Economic development	34,226	67,717	-	-	34,226	67,717
Interest and fiscal charges	311,363	324,366	-	-	311,363	324,366
Water, sewer, and drainage	-	-	9,649,409	9,677,470	9,649,409	9,677,470
Total expenses	<u>13,239,929</u>	<u>12,043,803</u>	<u>9,649,409</u>	<u>9,677,470</u>	<u>22,889,338</u>	<u>21,721,273</u>
Increase (decrease) in net position before transfers	<u>6,379,520</u>	<u>3,843,921</u>	<u>1,891,094</u>	<u>(116,754)</u>	<u>8,270,614</u>	<u>3,727,167</u>
Transfers	<u>(1,658,264)</u>	<u>36,775</u>	<u>1,658,264</u>	<u>(36,775)</u>	<u>-</u>	<u>-</u>
Increase (decrease) in net position	<u>4,721,256</u>	<u>3,880,696</u>	<u>3,549,358</u>	<u>(153,529)</u>	<u>8,270,614</u>	<u>3,727,167</u>
Net position, beginning	<u>39,437,296</u>	<u>35,556,600</u>	<u>16,382,438</u>	<u>16,535,967</u>	<u>55,819,734</u>	<u>52,092,567</u>
Net position, ending	<u>\$ 44,158,552</u>	<u>\$ 39,437,296</u>	<u>\$ 19,931,796</u>	<u>\$ 16,382,438</u>	<u>\$ 64,090,348</u>	<u>\$ 55,819,734</u>

FINANCIAL ANALYSIS AND BUDGETARY HIGHLIGHTS OF CITY FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with financial-related legal requirements.

GOVERNMENTAL FUNDS

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the City's net resources available at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$23,204,805. Approximately 47.1% of the total amount constitutes assigned and unassigned fund balance, which is available for spending at the City's discretion.

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$10,779,600, while total fund balance was \$10,789,600. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 87.5% of total General Fund expenditures. The net increase in fund balance during the current year in the General Fund was \$2,242,685. An analysis of the General Fund operations in the current year is as follows:

- The City's property tax rate for maintenance and operations (M&O) decreased from \$0.532646 to \$0.481680 in the current fiscal year. The tax assessed values increased, therefore, M&O tax revenues increased by \$492,621 as compared against prior year.
- Licenses and permit fees decreased by \$560,159, primarily due to large development activity within the City in prior year.

- Sales and use taxes and fines and forfeitures had an increase \$142,589 over the prior year as a result of increases in sales taxes.
- General fund expenditures increased by \$1,514,577 due to an increase in salary expenses related to budgeted raises for employees and capital related expenditures for public safety.

The Capital Project Fund had a net increase of \$2,653,647. Expenditures exceeded intergovernmental and investment earnings.

The American Rescue Plan Act Fund had a net increase in fund balances of \$72,864 caused by investment earnings received for the year.

The Park Development Fund had a net decrease in fund balance of \$585,244 caused by the continued spending of resources restricted for parks development.

The majority of revenues for the City's governmental funds are generated from taxes (58.2%), licenses and permits (3.4%), and charges for services (11.5%). The remainder (26.8%) is obtained from franchise fees, grants and contributions, fines and forfeitures, and other miscellaneous sources.

PROPRIETARY FUNDS

The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the Water and Wastewater and Drainage funds at the end of the year amounted to \$2,613,582 and \$1,000,964, respectively. The net position of the Water and Wastewater fund increased by \$3,680,453 while the net position of the Drainage fund decreased by \$131,095. Other factors concerning the finances of these funds have already been addressed in the discussion of the City's business-type activities.

General Fund Budgetary Highlights

Total actual General Fund revenues were more than expected, primarily due to revenues from arising sales tax and investment earnings, as well as charges for services that were in excess of budgeted amounts. Revenue sources were more than anticipated in franchise tax, sales and use, charges for services, intergovernmental, other and interest. See details of budget and actual revenues and expenditures for the General Fund in the required supplementary information.

City policy requires the General unassigned fund balance to reflect no less than 60 days of General Fund expenditures. At September 30, 2024, unassigned General fund balance reflected 291 days of total General Fund expenditures.

CAPITAL ASSETS

As of September 30, 2024, the City had invested \$45,125,409 in a broad range of capital assets, including infrastructure, equipment, buildings, and vehicles. More detailed information about the City's capital assets can be found in the notes to the financial statements.

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Land	\$ 1,053,583	\$ 901,893	\$ 35,161	\$ 35,161	\$ 1,088,744	\$ 937,054
Construction in progress	3,654,574	15,181,621	1,370,635	3,694,543	5,025,209	18,876,164
Buildings	15,725,158	829,956	295,699	295,699	16,020,857	1,125,655
Improvements	1,033,552	1,033,552	-	-	1,033,552	1,033,552
Infrastructure	10,583,012	10,083,012	16,334,112	16,334,112	26,917,124	26,417,124
Vehicles	4,017,180	2,621,905	471,690	437,712	4,488,870	3,059,617
Equipment	3,051,787	2,827,438	4,837,291	1,302,404	7,889,078	4,129,842
Less accumulated depreciation	(7,548,914)	(7,293,626)	(9,789,111)	(9,517,122)	(17,338,025)	(16,810,748)
Totals	<u>\$ 31,569,932</u>	<u>\$ 26,185,751</u>	<u>\$ 13,555,477</u>	<u>\$ 12,582,509</u>	<u>\$ 45,125,409</u>	<u>\$ 38,768,260</u>

During the current year, significant additions to capital assets include the following:

- Construction in progress - Uhl Road Project and All Abilities Park Improvements: \$3,443,025
- Buildings – City Hall, Community Center, Public Safety Building: \$15,020,155
- Vehicles- Police Vehicles and Spartan Aerial Ladder Truck \$1,942,080

DEBT ADMINISTRATION

At year-end, the City had \$15,176,311 in outstanding debt and other long-term liabilities, as shown below. More detailed information about the City's debt is presented in the notes to the financial statements.

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Certificates of obligation	\$ 670,000	\$ 910,000	\$ -	\$ -	\$ 670,000	\$ 910,000
General obligation bonds	10,320,000	10,985,000	-	-	10,320,000	10,985,000
Premium on debt	850,265	921,119	-	-	850,265	921,119
Notes payable	389,867	481,464	2,317,075	2,481,513	2,706,942	2,962,977
Leases payable	172,363	259,541	-	-	172,363	259,541
Compensated absences payable	428,204	326,933	28,537	33,222	456,741	360,155
Totals	<u>\$12,830,699</u>	<u>\$13,884,057</u>	<u>\$ 2,345,612</u>	<u>\$ 2,514,735</u>	<u>\$15,176,311</u>	<u>\$16,398,792</u>

Notes and certificates of obligation decreased in the current year primarily due to annual payments made. The City's bond ratings are AA- as assigned by Standard & Poor's.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The economy continues to be strong for the City of Glenn Heights. The City is experiencing stable growth and remains optimistic that existing properties will continue to appreciate. In fiscal year 2024, the City's net taxable property values increased approximately 20.8% from \$1,361,094,221 in fiscal year 2023 to \$1,644,394,310 in fiscal year 2024. The City's total property tax rate decreased from \$0.632211/100 to \$0.564729/100, the City's I&S tax decreased from \$0.099565/100 to \$0.083049/100, and the City's M&O tax rate decreased from \$0.532646/100 to \$0.481680/100.

In fiscal year 2025 the City's property values are expected to continue to increase. In large part because of the ongoing housing development projects within the City.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. Any questions about this report or need for additional financial information should be addressed to City of Glenn Heights, Attn: City Secretary, 1938-C South Hampton Road, Glenn Heights, TX, 75154.

BASIC FINANCIAL STATEMENTS

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CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF NET POSITION

SEPTEMBER 30, 2024

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 24,987,052	\$ 2,038,282	\$ 27,025,334
Cash and cash equivalents-restricted	-	5,847,265	5,847,265
Receivables, net	1,422,747	1,560,805	2,983,552
Inventory	3,277	33,643	36,920
Prepaid expenses	6,723	344	7,067
Net pension asset	1,440,303	167,716	1,608,019
Capital assets:			
Non-depreciable	4,708,157	1,405,796	6,113,953
Depreciable, net	<u>26,861,775</u>	<u>12,149,681</u>	<u>39,011,456</u>
Total assets	<u>59,430,034</u>	<u>23,203,532</u>	<u>82,633,566</u>
DEFERRED OUTFLOWS OF RESOURCES			
Pension related	487,728	56,793	544,521
OPEB related	<u>44,180</u>	<u>-</u>	<u>44,180</u>
Total deferred outflows	<u>531,908</u>	<u>56,793</u>	<u>588,701</u>
LIABILITIES			
Accounts payable	912,495	90,317	1,002,812
Accrued liabilities	153,745	28,963	182,708
Accrued interest	61,443	40,058	101,501
Unearned revenue	1,037,972	-	1,037,972
Customer deposits	8,100	783,125	791,225
Retainage payable	216,925	2,320	219,245
Noncurrent liabilities:			
Due within one year			
Long-term debt	1,198,620	174,169	1,372,789
Total OPEB liability - SDBF	3,683	-	3,683
Due in more than one year			
Long-term debt	11,632,079	2,171,443	13,803,522
Total OPEB liability - SDBF	<u>171,582</u>	<u>-</u>	<u>171,582</u>
Total liabilities	<u>15,396,644</u>	<u>3,290,395</u>	<u>18,687,039</u>
DEFERRED INFLOWS OF RESOURCES			
Pension related	327,487	38,134	365,621
OPEB related	<u>79,259</u>	<u>-</u>	<u>79,259</u>
Total deferred inflows	<u>406,746</u>	<u>38,134</u>	<u>444,880</u>
NET POSITION			
Net investment in capital assets	21,736,218	11,238,402	32,974,620
Restricted for:			
Debt service	9,902	-	9,902
Municipal court	19,328	-	19,328
Street improvements	1,731,102	-	1,731,102
Public safety	322,475	-	322,475
Parks	896,962	-	896,962
Housing	842,999	-	842,999
Water and sewer improvements	-	5,078,848	5,078,848
Unrestricted	<u>18,599,566</u>	<u>3,614,546</u>	<u>22,214,112</u>
Total net position	<u>\$ 44,158,552</u>	<u>\$ 19,931,796</u>	<u>\$ 64,090,348</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<u>Primary Government:</u>				
Governmental activities:				
General government	\$ 2,426,006	\$ 583,541	\$ -	\$ 2,959,600
Public safety	6,219,761	556,901	4,775	-
Development services	3,294,106	1,932,415	-	695,039
Parks and recreation	954,467	196,444	-	-
Economic development	34,226	-	-	-
Interest and fiscal charges	311,363	-	-	-
Total governmental activities	<u>13,239,929</u>	<u>3,269,301</u>	<u>4,775</u>	<u>3,654,639</u>
<u>Business-type activities:</u>				
Water and wastewater	9,063,526	10,931,748	-	-
Drainage	585,883	400,085	-	33,979
Total business-type activities	<u>9,649,409</u>	<u>11,331,833</u>	<u>-</u>	<u>33,979</u>
Total primary government	<u>\$ 22,889,338</u>	<u>\$ 14,601,134</u>	<u>\$ 4,775</u>	<u>\$ 3,688,618</u>
General revenues:				
Taxes:				
Property				
Sales				
Franchise				
Investment earnings				
Miscellaneous				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position - beginning of year				
Net position - end of year				

The accompanying notes are an integral part of these financial statements.

Net (Expense) Revenue and Changes in Net Position

<u>Primary Government</u>		
<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
\$ 1,117,135	\$ -	\$ 1,117,135
(5,658,085)	-	(5,658,085)
(666,652)	-	(666,652)
(758,023)	-	(758,023)
(34,226)	-	(34,226)
<u>(311,363)</u>	<u>-</u>	<u>(311,363)</u>
<u>(6,311,214)</u>	<u>-</u>	<u>(6,311,214)</u>
-	1,868,222	1,868,222
<u>-</u>	<u>(151,819)</u>	<u>(151,819)</u>
<u>-</u>	<u>1,716,403</u>	<u>1,716,403</u>
<u>(6,311,214)</u>	<u>1,716,403</u>	<u>(4,594,811)</u>
9,363,297	-	9,363,297
1,274,335	-	1,274,335
697,192	-	697,192
1,207,987	174,691	1,382,678
147,923	-	147,923
<u>(1,658,264)</u>	<u>1,658,264</u>	<u>-</u>
11,032,470	1,832,955	12,865,425
4,721,256	3,549,358	8,270,614
<u>39,437,296</u>	<u>16,382,438</u>	<u>55,819,734</u>
<u>\$ 44,158,552</u>	<u>\$ 19,931,796</u>	<u>\$ 64,090,348</u>

CITY OF GLENN HEIGHTS, TEXAS

BALANCE SHEET

GOVERNMENTAL FUNDS

SEPTEMBER 30, 2024

	<u>General</u>	<u>Capital Projects</u>	<u>Park Development</u>
ASSETS			
Cash and cash equivalents	\$ 10,832,458	\$ 8,949,166	\$ 1,568,875
Receivables, net:			
Taxes	368,341	-	-
Accounts	544,706	-	-
Court fines	480,104	-	-
Inventory	3,277	-	-
Due from other funds	24,811	-	-
Prepaid items	6,723	-	-
Total assets	<u>12,260,420</u>	<u>8,949,166</u>	<u>1,568,875</u>
LIABILITIES			
Accounts payable	425,917	-	454,988
Customer deposits	8,100	-	-
Retainage payable	-	-	216,925
Accrued liabilities	153,745	-	-
Due to other funds	-	-	-
Unearned revenue	14,682	548,186	-
Total liabilities	<u>602,444</u>	<u>548,186</u>	<u>671,913</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	94,430	-	-
Unavailable revenue - court fines	480,105	-	-
Unavailable revenue - ambulance	293,841	-	-
Total deferred inflows of resources	<u>868,376</u>	<u>-</u>	<u>-</u>
FUND BALANCES			
Nonspendable:			
Prepaid item	6,723	-	-
Inventory	3,277	-	-
Restricted for:			
Public safety	-	-	-
Debt service	-	-	-
Municipal court	-	-	-
Capital projects	-	2,568,781	-
Street improvements	-	-	-
Park improvements	-	-	896,962
Housing	-	-	-
Committed for:			
Capital projects	-	5,832,199	-
Assigned for:			
Vehicle replacement	-	-	-
Unassigned	10,779,600	-	-
Total fund balances	<u>10,789,600</u>	<u>8,400,980</u>	<u>896,962</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 12,260,420</u>	<u>\$ 8,949,166</u>	<u>\$ 1,568,875</u>

The accompanying notes are an integral part of these financial statements.

American Rescue Plan Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
\$ 602,833	\$ 3,033,720	\$ 24,987,052
-	29,596	397,937
-	-	544,706
-	-	480,104
-	-	3,277
-	-	24,811
-	-	6,723
<u>602,833</u>	<u>3,063,316</u>	<u>26,444,610</u>
23,553	8,037	912,495
-	-	8,100
-	-	216,925
-	-	153,745
-	24,811	24,811
<u>475,104</u>	<u>-</u>	<u>1,037,972</u>
<u>498,657</u>	<u>32,848</u>	<u>2,354,048</u>
-	17,381	111,811
-	-	480,105
-	-	293,841
<u>-</u>	<u>17,381</u>	<u>885,757</u>
-	-	6,723
-	-	3,277
104,176	218,299	322,475
-	53,964	53,964
-	19,328	19,328
-	-	2,568,781
-	1,731,102	1,731,102
-	-	896,962
-	842,999	842,999
-	-	5,832,199
-	172,206	172,206
-	(24,811)	10,754,789
<u>104,176</u>	<u>3,013,087</u>	<u>23,204,805</u>
<u>\$ 602,833</u>	<u>\$ 3,063,316</u>	<u>\$ 26,444,610</u>

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CITY OF GLENN HEIGHTS, TEXAS

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION**

SEPTEMBER 30, 2024

Amounts reported for governmental activities in the statement of net position are different because:

Total fund balance governmental funds	\$ 23,204,805
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds.	31,569,932
Uncollected revenues are reported as unavailable resources in the governmental funds balance sheet, but are recognized as a revenue in the statement of activities.	
Property taxes	111,811
Ambulance fees	293,841
Court fines	480,105
Long-term assets, including the net pension asset, are not current financial resources and therefore are not reported in the governmental funds balance sheet.	
Net pension asset	1,440,303
Deferred inflows of resources - pension related	(327,487)
Deferred outflows of resources - pension related	487,728
Long-term liabilities, including bonds payable, notes payable, compensated absences, OPEB liabilities and net pension liability, as well as their related deferred inflows/outflows of resources, are not due and payable in the current period and therefore are not reported in the governmental funds balance sheet.	
Bonds payable	(10,990,000)
Notes payable	(389,867)
Issuance premium	(850,265)
Leases payable	(172,363)
Compensated absences	(428,204)
Total OPEB liability - SDBF	(175,265)
Deferred inflows of resources - OPEB SDBF related	(79,259)
Deferred outflows of resources - OPEB SDBF related	44,180
Interest payable on long-term debt in the City's governmental activities is not payable from current resources and therefore is not reported in the governmental funds balance sheet.	(61,443)
Net position of governmental activities	<u>\$ 44,158,552</u>

CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	<u>General</u>	<u>Capital Projects</u>	<u>Debt Service*</u>
REVENUES			
Taxes:			
Property	\$ 8,008,373	\$ -	
Franchise	697,192	-	
Sales	1,274,335	-	
Licenses and permits	673,076	-	
Fines and forfeitures	230,763	-	
Charges for services	2,086,359	-	
Intergovernmental	-	118,153	
Investment earnings	488,484	554,506	
Miscellaneous	<u>128,801</u>	<u>-</u>	
Total revenues	<u>13,587,383</u>	<u>672,659</u>	
EXPENDITURES			
Current:			
General government	2,641,812	-	
Public safety	5,827,818	-	
Development services	2,726,877	-	
Parks and recreation	934,883	-	
Economic development	10,867	-	
Capital outlay	80,585	3,326,306	
Debt service:			
Principal	87,178	-	
Interest and other	<u>5,480</u>	<u>-</u>	
Total expenditures	<u>12,315,500</u>	<u>3,326,306</u>	
Excess (deficiency) of revenue over expenditures	<u>1,271,883</u>	<u>(2,653,647)</u>	
OTHER FINANCING SOURCES (USES)			
Insurance recoveries	19,122	-	
Transfers in	1,105,775	-	
Transfers out	<u>(154,095)</u>	<u>-</u>	
Total other financing sources (uses)	<u>970,802</u>	<u>-</u>	
Net change in fund balances	2,242,685	(2,653,647)	
Fund balance - beginning of year	8,546,915	11,054,627	68,741
ACCOUNTING CHANGES			
Change within the financial reporting entity	-	-	(68,741)
Fund balance as restated - beginning of year	<u>8,546,915</u>	<u>11,054,627</u>	<u>-</u>
Fund balance - end of year	<u>\$ 10,789,600</u>	<u>\$ 8,400,980</u>	<u>\$ -</u>

*Formerly a major fund

^Formerly a nonmajor fund

Park Development^	American Rescue Plan Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ 1,382,835	\$ 9,391,208
-	-	-	697,192
-	-	-	1,274,335
-	-	-	673,076
-	-	9,768	240,531
56,238	-	106,274	2,248,871
-	2,841,447	699,814	3,659,414
30,431	72,864	61,702	1,207,987
-	-	-	128,801
<u>86,669</u>	<u>2,914,311</u>	<u>2,260,393</u>	<u>19,521,415</u>
-	-	-	2,641,812
-	11,505	69,029	5,908,352
-	-	-	2,726,877
-	-	-	934,883
-	-	23,359	34,226
671,913	1,829,942	393,060	6,301,806
-	-	996,597	1,083,775
-	-	412,190	417,670
<u>671,913</u>	<u>1,841,447</u>	<u>1,894,235</u>	<u>20,049,401</u>
<u>(585,244)</u>	<u>1,072,864</u>	<u>366,158</u>	<u>(527,986)</u>
-	-	-	19,122
-	-	154,095	1,259,870
-	(1,000,000)	(1,764,039)	(2,918,134)
<u>-</u>	<u>(1,000,000)</u>	<u>(1,609,944)</u>	<u>(1,639,142)</u>
(585,244)	72,864	(1,243,786)	(2,167,128)
-	31,312	5,670,338	25,371,933
1,482,206	-	(1,413,465)	-
<u>1,482,206</u>	<u>31,312</u>	<u>4,256,873</u>	<u>25,371,933</u>
<u>\$ 896,962</u>	<u>\$ 104,176</u>	<u>\$ 3,013,087</u>	<u>\$ 23,204,805</u>

The accompanying notes are an integral part of these financial statements.

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CITY OF GLENN HEIGHTS, TEXAS

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES OF GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balance - total governmental funds	\$ (2,167,128)
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Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	6,528,653
Depreciation expense	(1,144,472)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. The details of these differences are as follows:

Property taxes	(27,911)
Ambulance fees	17,401
Court fines	89,422

Some expenses reported in the statement of activities do not require the use of current financial resources; therefore, they are not reported as expenditures in governmental funds. The details of these differences are as follows:

Compensated absences	(101,272)
Accrued interest	35,452
Net pension asset	331,212
Total OPEB liability - SDBF	5,269

The issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, while repayment of the principal long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Payments on bonds	905,000
Payments on leases payable	87,178
Payments on notes payable	91,597
Amortization of premium on bond issuance	<u>70,855</u>

Change in net position of governmental activities	<u>\$ 4,721,256</u>
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CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF NET POSITION
PROPRIETARY FUNDS

SEPTEMBER 30, 2024

	Enterprise Funds		
	Water and Wastewater	Drainage	Total
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 1,106,624	\$ 931,658	\$ 2,038,282
Cash and cash equivalents-restricted	5,847,265	-	5,847,265
Accounts receivable, net	1,515,558	45,247	1,560,805
Inventories	33,643	-	33,643
Prepaid items	344	-	344
Total current assets	<u>8,503,434</u>	<u>976,905</u>	<u>9,480,339</u>
Noncurrent assets:			
Net pension asset	136,038	31,678	167,716
Capital assets:			
Non-depreciable	1,405,796	-	1,405,796
Depreciable, net	<u>12,013,010</u>	<u>136,671</u>	<u>12,149,681</u>
Total noncurrent assets	<u>13,554,844</u>	<u>168,349</u>	<u>13,723,193</u>
Total assets	<u>22,058,278</u>	<u>1,145,254</u>	<u>23,203,532</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions	<u>46,066</u>	<u>10,727</u>	<u>56,793</u>
Total deferred outflows of resources	<u>46,066</u>	<u>10,727</u>	<u>56,793</u>
LIABILITIES			
Current liabilities:			
Accounts payable	89,650	667	90,317
Accrued liabilities	25,438	3,525	28,963
Accrued interest	40,058	-	40,058
Retainage payable	2,320	-	2,320
Payable from restricted assets:			
Customer deposits	783,125	-	783,125
Noncurrent liabilities:			
Due within one year:			
Loan payable	168,462	-	168,462
Compensated absences	<u>4,317</u>	<u>1,390</u>	<u>5,707</u>
Total current liabilities	<u>1,113,370</u>	<u>5,582</u>	<u>1,118,952</u>
Due in more than one year:			
Loan payable	2,148,613	-	2,148,613
Compensated absences	<u>17,269</u>	<u>5,561</u>	<u>22,830</u>
Total noncurrent liabilities	<u>2,165,882</u>	<u>5,561</u>	<u>2,171,443</u>
Total liabilities	<u>3,279,252</u>	<u>11,143</u>	<u>3,290,395</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions	<u>30,931</u>	<u>7,203</u>	<u>38,134</u>
Total deferred inflows of resources	<u>30,931</u>	<u>7,203</u>	<u>38,134</u>
NET POSITION			
Net investment in capital assets	11,101,731	136,671	11,238,402
Restricted for water and sewer improvements	5,078,848	-	5,078,848
Unrestricted	<u>2,613,582</u>	<u>1,000,964</u>	<u>3,614,546</u>
Total net position	<u>\$ 18,794,161</u>	<u>\$ 1,137,635</u>	<u>\$ 19,931,796</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Enterprise Funds		
	Water and Wastewater	Drainage	Total
OPERATING REVENUES			
Charges for services:			
Water sales	\$ 4,843,614	\$ -	\$ 4,843,614
Sewer sales	5,700,555	-	5,700,555
Drainage sales	-	397,825	397,825
Service charges	178,930	2,260	181,190
Water and sewer connections	110,724	-	110,724
Miscellaneous	97,925	-	97,925
Total operating revenues	<u>10,931,748</u>	<u>400,085</u>	<u>11,331,833</u>
OPERATING EXPENSES			
Personnel services	740,342	174,129	914,471
Supplies	64,776	12,508	77,284
Contractual services	5,042,815	366,594	5,409,409
Waste water treatment	844,411	-	844,411
Water purchases	1,862,799	-	1,862,799
Depreciation	443,249	32,652	475,901
Total operating expenses	<u>8,998,392</u>	<u>585,883</u>	<u>9,584,275</u>
Operating income (loss)	<u>1,933,356</u>	<u>(185,798)</u>	<u>1,747,558</u>
NONOPERATING REVENUES (EXPENSES)			
Investment earnings	138,192	36,499	174,691
Capital contributions	-	33,979	33,979
Loss on sale of capital assets	(7,094)	-	(7,094)
Interest and other	(58,040)	-	(58,040)
Total nonoperating revenues	<u>73,058</u>	<u>70,478</u>	<u>143,536</u>
Income (loss) before transfers	2,006,414	(115,320)	1,891,094
TRANSFERS			
Transfer in	1,695,039	-	1,695,039
Transfers out	(21,000)	(15,775)	(36,775)
Total transfers	<u>1,674,039</u>	<u>(15,775)</u>	<u>1,658,264</u>
Change in net position	3,680,453	(131,095)	3,549,358
Net position - beginning of year	<u>15,113,708</u>	<u>1,268,730</u>	<u>16,382,438</u>
Net position - end of year	<u>\$ 18,794,161</u>	<u>\$ 1,137,635</u>	<u>\$ 19,931,796</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF CASH FLOWS

PROPRIETARY FUNDS

FOR THE YEAR END SEPTEMBER 30, 2024

	Enterprise Funds		
	Water and Wastewater	Drainage	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers	\$ 10,996,971	\$ 417,309	\$ 11,414,280
Payments to suppliers and service providers	(7,837,429)	(382,670)	(8,220,099)
Payments to employees for salaries and benefits	(775,578)	(179,777)	(955,355)
Net cash provided (used) by operating activities	<u>2,383,964</u>	<u>(145,138)</u>	<u>2,238,826</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Cash paid (to) from other funds	<u>1,674,039</u>	<u>(15,775)</u>	<u>1,658,264</u>
Net cash provided (used) by noncapital financing activities	<u>1,674,039</u>	<u>(15,775)</u>	<u>1,658,264</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Acquisition and construction of capital assets	(1,625,775)	(7,361)	(1,633,136)
Interest paid on bonds and notes	<u>(60,723)</u>	<u>-</u>	<u>(60,723)</u>
Net cash provided (used) by capital and related financing activities	<u>(1,686,498)</u>	<u>(7,361)</u>	<u>(1,693,859)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest on investments	<u>138,192</u>	<u>36,499</u>	<u>174,691</u>
Net cash provided (used) by investing activities	<u>138,192</u>	<u>36,499</u>	<u>174,691</u>
Net increase (decrease) in cash and cash equivalents	<u>2,509,697</u>	<u>(131,775)</u>	<u>2,377,922</u>
Cash and cash equivalents - beginning	<u>4,444,192</u>	<u>1,063,433</u>	<u>5,507,625</u>
Cash and cash equivalents - ending	<u>\$ 6,953,889</u>	<u>\$ 931,658</u>	<u>\$ 7,885,547</u>

The accompanying notes are an integral part of these financial statements.

CITY OF GLENN HEIGHTS, TEXAS

STATEMENT OF CASH FLOWS

PROPRIETARY FUNDS

FOR THE YEAR END SEPTEMBER 30, 2024

	Enterprise Funds		
	Water and Wastewater	Drainage	Total
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss)	\$ 1,933,356	\$ (185,798)	\$ 1,747,558
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation expense	443,249	32,652	475,901
(Increase) decrease in accounts receivable	37,923	17,224	55,147
(Increase) decrease in due from other funds	-	-	-
(Increase) decrease in inventories	(33,643)	-	(33,643)
(Increase) decrease in deferred outflows related to pensions	42,773	10,892	53,665
(Increase) decrease in net pension asset	(98,325)	(22,500)	(120,825)
Increase (decrease) in accounts payable	11,015	(3,568)	7,447
Increase (decrease) in accrued liabilities	(2,131)	(661)	(2,792)
Increase (decrease) in due to other funds	-	-	-
Increase (decrease) in compensated absences	(4,960)	275	(4,685)
Increase (decrease) in deferred inflows related to pensions	27,407	6,346	33,753
Increase (decrease) in customer deposits	27,300	-	27,300
Total adjustments	<u>450,608</u>	<u>40,660</u>	<u>491,268</u>
Net cash provided (used) by operating activities	<u>\$ 2,383,964</u>	<u>\$ (145,138)</u>	<u>\$ 2,238,826</u>

The accompanying notes are an integral
part of these financial statements.

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CITY OF GLENN HEIGHTS, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Glenn Heights, Texas (the City) was incorporated on September 16, 1969, to operate as a general law city. In August 1987, the City amended its charter and currently operates as a home rule city. The City is regulated by the Code of State Statutes of the State of Texas and is authorized to perform the following services: public safety (police and fire), public works, planning, inspection, sanitation, water and sewer utilities, storm drainage, and general administrative services. The City operates under a council-manager form of government. The Council is comprised of seven officials including a mayor and six council members.

The City prepares its financial statements in conformity with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB). The Council has the authority to make decisions, appoint administrators and managers, and significantly influence operations. It also has the primary accountability for fiscal matters. Therefore, the City is a financial reporting entity as defined by the GASB.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the City's operations and are appropriately presented as funds of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the government-wide financial statements to emphasize they are legally separate from the City.

Blended Component Unit

The Glenn Heights Housing Finance Corporation (GHHFC) was created in 2016 by state law for the purpose of benefiting and accomplishing public purpose of, and on behalf of, the City by financing the cost of residential ownership and development that will provide decent, safe, and sanitary housing for residents of the City at prices they can afford. The GHHFC was created as a housing finance corporation pursuant to Chapter 394 of the Texas Local Government Code.

The City Council is the governing board for the Corporation. Further, the City Council has the ability to impose its will on the entity. The Corporation is presented as a governmental fund type and has a September 30 year-end. Separately issued financial statements are not available for GHHFC.

B. Basis of Presentation - Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while business-type activities incorporate data from the City's enterprise funds. Separate financial statements are provided for governmental funds, and proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments for interfund services provided and other charges between the City's various other functions. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

C. Basis of Presentation - Fund Financial Statements

The fund financial statements provide information about the City's funds. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Capital Projects Fund accounts for the acquisition of capital assets or construction of major capital projects being financed by 2015 and 2016 bond proceeds.

The Parks Development Fund accounts for the acquisition of capital assets or construction of major capital projects being financed by park development fees.

The American Rescue Plan Act Fund is used to account for expenditures and receipts related to the coronavirus local fiscal recovery fund grant program. The purpose of this grant is to help alleviate the costs incurred by the City as a result of the COVID-19 pandemic.

The City reports the following major proprietary fund:

The Water and Wastewater Fund is used to account for water and sewer improvements and operations.

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in the governmental activities (i.e., the governmental) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfer in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

D. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, court fines, and interest associated with the current period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period of availability for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the City.

The proprietary funds are reported using the *economic resources measurement focus* and the *accrual basis of accounting*.

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity date within three months of the date acquired by the government.

Investments

Investments for the City are reported at fair value, except for the position in investment pools. The City's investment in pools are reported at the net asset value per share (which approximates fair value) even though it is calculated using the amortized cost method.

Restricted Assets

Certain resources set aside for the repayment of customer utility deposits are classified as restricted assets on the balance sheet because their use is limited to such purpose. Also included in restricted assets are capital recovery fees (impact fees) that are, by law, restricted for future capital improvements. When the City incurs an expense for which it may use either restricted or unrestricted assets, it uses the restricted assets first.

Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet. Short-term interfund loans are classified as "interfund receivables/payables."

Receivables and Allowances for Doubtful Accounts

All trade and property tax receivables are shown net of an allowance for uncollectible. Property taxes are based on the appraised values provided by the Dallas County and Ellis County Appraisal Districts, as applicable. Taxes are levied by October 1 of each year, and are due in full with no discounts granted. Unpaid property taxes become delinquent on February 1 of the following year. Penalty is calculated after February 1 up to the date collected by the government at the rate of 6% for the first month and increased 1% per month up to a total of 12%. Interest is calculated after February 1 at the rate of 1% per month up to the date collected by the government. Under state law, property taxes levied on real property constitute a lien on the real property which cannot be forgiven without specific approval of the State Legislature. The lien expires at the end of twenty years. Taxes levied on personal property can be deemed uncollectible by the City. The City's current policy is to write-off uncollectible personal property taxes after four years.

Capital Assets

Capital assets, including property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements, as well as in the proprietary fund statement of net position. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement should be reported at acquisition value rather than fair value.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest is capitalized on proprietary fund assets acquired with tax-exempt debt. The amount of interest to be capitalized is calculated by offsetting interest expense incurred from the date of the borrowing until completion of the project with interest earned on invested proceeds over the same period.

Property, plant, and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	10 - 40
Infrastructure	10 - 50
Improvements	5 - 30
Equipment	3 - 10
Vehicles	2 - 10
Right-to-use equipment	3 - 10

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items per the consumption method in both government-wide and fund financial statements.

Unearned Revenues

Unearned revenues are reported when cash is received before the related performance or eligibility requirements are met. These relate primarily to the grant funds received in advance for the COVID-19 ARPA grants, which will be recognized in future years to the extent that funds are spent. The City also reports unearned revenues for facility rental payments received before the rental is used, DART, opioid lawsuit funds and developer agreement revenue.

Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid sick leave since the government does not have a policy to pay any amounts when employees separate from service with the government. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for this amount is reported in governmental funds only if they have matured, for example, as a result of employee resignation and retirements.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has the following items that qualify for reporting in this category.

- Deferred charges on refunding – A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.
- Pension and OPEB contributions after measurement date – These contributions are deferred and recognized in the following fiscal year.
- Changes in actuarial assumptions – These changes are deferred and recognized over the estimated average remaining lives of all members determined as of the measurement date.
- Difference in projected and actual earnings on pension assets – This difference is deferred and amortized over a closed five-year period.

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has the following items that qualify for reporting in this category.

- Unavailable revenue is reported only in the governmental funds balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.
- Difference in expected and actual pension and OPEB experience – This difference is deferred and recognized over the estimated average remaining lives of all members determined as of the measurement date.
- Changes in actuarial assumptions – These changes are deferred and recognized over the estimated average remaining lives of all members determined as of the measurement date.

Pensions

For purposes of measuring the net pension liability, pension related deferred outflows and inflows of resources, and pension expense, City specific information about its Fiduciary Net Position in the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Post-Employment Benefits

For purposes of measuring the total Texas Municipal Retirement System Supplemental Death Benefit Fund (TMRS SDBF) OPEB liability, related deferred outflows and inflows of resources, and expense, City specific information about its total TMRS SDBF liability and additions to/deductions from the City's total TMRS SDBF liability have been determined on the same basis as reported by TMRS. The TMRS SDBF expense and deferred (inflows)/outflows of resources related to TMRS SDBF, primarily result from changes in the components of the total TMRS SDBF liability. Most changes in the total TMRS SDBF liability will be included in TMRS SDBF expense in the period of the change. For example, changes in the total TMRS SDBF liability resulting from current-period service cost, interest on the TOL, and changes of benefit terms are required to be included in TMRS SDBF expense immediately. Changes in the total TMRS SDBF liability that have not been included in TMRS SDBF expense are required to be reported as deferred outflows of resources or deferred inflows of resources related to TMRS SDBF.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed as incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses.

Leases

The City is a lessee for a noncancellable lease of equipment. The City recognizes a lease liability and an intangible right-to-use lease asset (lease asset) in the government-wide financial statements.

At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over its useful life.

Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The City uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long term debt on the statement of net position.

Net Position and Fund Balance

Net position represents the difference between assets, deferred outflows of resources and deferred inflows of resources and liabilities. Net investment in capital assets consists of capital assets net of accumulated depreciation and the outstanding balances of any borrowing spent for the acquisition, construction or improvements of those assets. Net position is reported as restricted when there are limitations imposed on use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

In the fund financial statements, governmental funds report fund balance categorized as follows:

Nonspendable fund balance – This classification includes amounts that cannot be spent because they are either (a) not in a spendable form or (b) are legally or contractually required to be maintained intact. Nonspendable items are not expected to be converted to cash or are not expected to be converted to cash within the next year.

Restricted fund balance – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by ordinance of the City Council, the City's highest level of decision-making authority. These amounts cannot be used for any other purposes unless the City removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned fund balance – This classification includes amounts intended to be used by the City for specific purposes. The City Council has designated the City Manager or his/her designee as the official authorized person to assign fund balance. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed.

Unassigned fund balance – This classification includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts.

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last. The City's General Fund policy requires no less than 60 days of General Fund expenditures in unassigned fund balance.

Net Position

Net position represents the difference between assets, deferred outflows/inflows and liabilities. Net position-net investment in capital assets consists of capital assets net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvements of those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on the use of funds either through the enabling legislations adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond and grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

F. Budgetary Information

Deficit Fund Balance

As of year-end, the Veterans Memorial and Grant funds had deficit unassigned fund balances in the amounts of \$117 and \$24,694, respectively. The deficit will be covered by future revenues or a transfer from the General Fund.

II. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

A. Deposits and Investments

The City may invest in obligations of the U.S. Treasury or the State of Texas, certain U.S. agencies, certificates of deposit, money market savings accounts, certain municipal securities, repurchase agreements, common trust funds and other investments specifically allowed by the Public Funds Investment Act of 1987 (Article 842a-2 Vernon's Civil Statutes).

The Texas Short-Term Asset Reserve Investment Pool ("TexSTAR") is a local government investment pool organized under the authority of the Interlocal Cooperation Act, chapter 791, of the Texas Government Code, and the Public Funds Investment Act, chapter 2256, of the Texas Government Code. J.P. Morgan Investment Management Inc. serves as investment advisor and co-administrator with First Southwest. TexSTAR invests in treasury and agency securities and repurchase agreements fully collateralized by government securities. The pool maintains a weighted average maturity of 60 days or less. The pool seeks to maintain a constant dollar objective. The reported value of the pool is the same as the fair value of the pool shares. Due to its short-term, highly liquid nature, investments in TexSTAR have been reported as cash equivalents.

TexSTAR has a redemption notice period of one day and may redeem daily. The investment pool's authority may only impose restrictions on redemptions in the event of a general suspension of trading on major securities markets, general banking moratorium or national state of emergency that affects the pool's liquidity.

In compliance with the Public Funds Investment Act, the government has adopted a deposit and investment policy. That policy addresses the following risks:

Custodial Credit Risk – Deposits: In the case of deposits, this is the risk that, in the event of a bank failure, the City's deposits may not be returned to the City. The City's policy regarding types of deposits allowed and collateral requirements is: the Depository may be a state bank authorized and regulated under Texas law; a national bank, savings and loan association, or savings bank authorized and regulated by federal law; or a savings and loan association or savings bank organized under Texas law; but shall not be any bank the deposits of which are not insured by the Federal Deposit Insurance Corporation (FDIC). The City is not exposed to custodial credit risk for its deposits, as all are covered by depository insurance and pledged securities.

Custodial Credit Risk – Investments: For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Credit Risk: This is the risk that an issuer of an investment will be unable to fulfill its obligations. The rating of securities by nationally recognized rating agencies is designed to give an indication of credit risk. It is the City's policy to limit its investments to those investments rated at least AAAm. The credit quality rating for TexSTAR at year end was AAAm by Standard & Poor's.

Interest Rate Risk: This is the risk that changes in interest rates will adversely affect the fair value of an investment. The City's investment policy requires management to minimize risk of loss due to interest rate fluctuations by limiting the weighted average maturity of its investment portfolio to less than one year from the time of purchase.

Foreign Currency Risk: This is the risk that exchange rates will adversely affect the fair value of an investment. The City is not exposed to foreign currency risk.

Concentration of Credit Risk: This is the risk of loss attributed to the magnitude of the City's investment in a single issuer (i.e., lack of diversification). Concentration risk is defined as positions of 5 percent (5%) or more in the securities of a single issuer. It is the City's policy to not allow for a concentration of credit risk. Investments issued by the U. S. Government and investments in investment pools are excluded from the 5 percent (5%) disclosure requirement. The City is not exposed to concentration of credit risk.

As of September 30, 2024 the fair value of the City's TexStar investments was \$ 26,314,136 and the investments have a weighted average maturity of 24 days.

B. Receivables

Receivables as of year-end for the City's individual major funds and non-major funds, including the applicable allowances for uncollectible accounts, are as follows:

Receivables	General Fund	Nonmajor Governmental Fund	Totals
Property taxes	\$ 194,865	\$ 39,144	\$ 234,009
Sales taxes	216,610	-	216,610
Ambulance	696,451	-	696,451
Garbage	359,501	-	359,501
Court fines	584,780	-	584,780
Other	-	-	-
Gross receivables	2,052,207	39,144	2,091,351
Less: allowance for uncollectibles	(659,056)	(9,548)	(668,604)
Total receivables, net	<u>\$ 1,393,151</u>	<u>\$ 29,596</u>	<u>\$ 1,422,747</u>

Receivables	Water & Wastewater Fund	Drainage Fund
Utility fees	\$ 2,344,880	\$ 74,172
Less: allowance for uncollectibles	(829,322)	(28,925)
Total receivables, net	<u>\$ 1,515,558</u>	<u>\$ 45,247</u>

C. Capital Assets

Capital asset activity for the year ended September 30, 2024 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Land	\$ 901,893	\$ 151,690	\$ -	\$ 1,053,583
Construction in progress	<u>15,181,621</u>	<u>3,744,092</u>	<u>(15,271,139)</u>	<u>3,654,574</u>
Total capital assets, not being depreciated	<u>16,083,514</u>	<u>3,895,782</u>	<u>(15,271,139)</u>	<u>4,708,157</u>
Capital assets, being depreciated:				
Buildings	829,956	15,020,154	(124,952)	15,725,158
Parks and improvements	1,033,552	-	-	1,033,552
Infrastructure - streets	10,083,012	500,000	-	10,583,012
Vehicles	2,621,905	1,908,102	(512,827)	4,017,180
Right-to-use equipment	537,246	-	-	537,246
Equipment	<u>2,290,192</u>	<u>599,462</u>	<u>(375,113)</u>	<u>2,514,541</u>
Total capital assets, being depreciated	<u>17,395,863</u>	<u>18,027,718</u>	<u>(1,012,892)</u>	<u>34,410,689</u>
Less: accumulated depreciation				
Buildings	(258,875)	(24,051)	42,171	(240,755)
Parks and improvements	(817,097)	(12,406)	-	(829,503)
Infrastructure - streets	(2,603,657)	(453,141)	-	(3,056,798)
Vehicles	(2,068,920)	(255,311)	512,827	(1,811,404)
Right-to-use equipment	(377,478)	(171,531)	-	(549,009)
Equipment	<u>(1,167,599)</u>	<u>(228,032)</u>	<u>334,186</u>	<u>(1,061,445)</u>
Total accumulated depreciation	<u>(7,293,626)</u>	<u>(1,144,472)</u>	<u>889,184</u>	<u>(7,548,914)</u>
Total capital assets being depreciated, net	<u>10,102,237</u>	<u>16,883,246</u>	<u>(123,708)</u>	<u>26,861,775</u>
Governmental activities capital assets, net	<u>\$ 26,185,751</u>	<u>\$ 20,779,028</u>	<u>\$ (15,394,847)</u>	<u>\$ 31,569,932</u>
	Beginning Balance	Increases	Decreases	Ending Balance
<u>Business-Type Activities:</u>				
Capital assets, not being depreciated:				
Land	\$ 35,161	\$ -	\$ -	\$ 35,161
Construction in Progress	<u>3,694,543</u>	<u>1,322,160</u>	<u>(3,646,068)</u>	<u>1,370,635</u>
Total capital assets, not being depreciated	<u>3,729,704</u>	<u>1,322,160</u>	<u>(3,646,068)</u>	<u>1,405,796</u>
Capital assets, being depreciated:				
Buildings	295,699	-	-	295,699
Infrastructure - water	10,230,712	-	-	10,230,712
Infrastructure - sewer	5,842,307	-	-	5,842,307
Infrastructure - drainage	261,093	-	-	261,093
Vehicles	437,712	33,978	-	471,690
Equipment	<u>1,302,404</u>	<u>3,765,071</u>	<u>(230,184)</u>	<u>4,837,291</u>
Total capital assets, being depreciated	<u>18,369,927</u>	<u>3,799,049</u>	<u>(230,184)</u>	<u>21,938,792</u>
Less: accumulated depreciation				
Buildings	(217,008)	(7,177)	-	(224,185)
Infrastructure - water	(5,362,024)	(229,847)	-	(5,591,871)
Infrastructure - sewer	(2,651,167)	(116,952)	-	(2,768,119)
Infrastructure - drainage	(161,821)	(5,289)	-	(167,110)
Vehicles	(396,665)	(26,081)	-	(422,746)
Equipment	<u>(728,437)</u>	<u>(90,555)</u>	<u>203,912</u>	<u>(615,080)</u>
Total accumulated depreciation	<u>(9,517,122)</u>	<u>(475,901)</u>	<u>203,912</u>	<u>(9,789,111)</u>
Total capital assets being depreciated, net	<u>8,852,805</u>	<u>3,323,148</u>	<u>(26,272)</u>	<u>12,149,681</u>
Business-Type activities capital assets, net	<u>\$ 12,582,509</u>	<u>\$ 4,645,308</u>	<u>\$ (3,672,340)</u>	<u>\$ 13,555,477</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Government activities:	
General government	\$ 50,501
Public safety	463,535
Development services	594,634
Parks and recreation	35,802
Total	<u>\$ 1,144,472</u>
Business-type activities:	
Water and sewer	\$ 443,249
Drainage	32,652
Total	<u>\$ 475,901</u>

D. Interfund Receivables, Payables, and Transfers

The compositions of interfund balances as of September 30, 2024 are as follows:

Payable Fund	Receivable Fund	Amount	Purpose
Nonmajor governmental funds	General fund	<u>\$ 24,811</u>	Short-term loans

The outstanding balances between funds result mainly from the time lag between the dates that (1) reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Interfund activity for the year ended September 30, 2024 is as follows:

Transfer Out	Transfer In	Amount	Purpose
Water and wastewater	General fund	\$ 21,000	Payment in lieu of taxes
Drainage	General fund	15,775	Payment in lieu of taxes
ARPA	General fund	1,000,000	Grant reimbursement
Nonmajor governmental	General fund	69,000	Subsidize project
General fund	Nonmajor governmental	154,095	Subsidize project
Nonmajor governmental	Water and wastewater	<u>1,695,039</u>	Payment in lieu of taxes & grants
Total		<u>\$ 2,954,909</u>	

E. Long-term Debt

Changes in the City's long-term liabilities for the year ended September 30, 2024 are as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
<u>Governmental activities:</u>					
Certificates of obligation debt	\$ 910,000	\$ -	\$ (240,000)	\$ 670,000	\$ 245,000
General obligation debt	10,985,000	-	(665,000)	10,320,000	690,000
Premium on debt	921,120	-	(70,855)	850,265	-
Notes payable	481,464	-	(91,597)	389,867	93,887
Leases payable	259,541	-	(87,178)	172,363	84,092
Compensated absences	326,932	322,331	(221,059)	428,204	85,641
Total governmental activities	<u>\$ 13,884,057</u>	<u>\$ 322,331</u>	<u>\$ (1,375,689)</u>	<u>\$ 12,830,699</u>	<u>\$ 1,198,620</u>
<u>Business-type activities:</u>					
Notes payable	\$ 2,481,513	\$ -	\$ (164,438)	\$ 2,317,075	\$ 168,462
Compensated absences	33,222	33,406	(38,091)	28,537	5,707
Total business-type activities	<u>\$ 2,514,735</u>	<u>\$ 33,406</u>	<u>\$ (202,529)</u>	<u>\$ 2,345,612</u>	<u>\$ 174,169</u>

Bonds Payable

The City issues General Obligation Bonds to provide funds for the acquisition and construction of major capital facilities. General Obligation Bonds are direct obligations and pledge the full faith and credit of the government. All of the City's General Obligation bonds and Contractual Obligation-Private Placement are direct obligations of the City, payable from a continuing ad valorem tax levied on all taxable property within the City, within the limits prescribed by law. The City's Certificates of Obligation issues are direct obligations of the City, payable from a combination of (i) an annual ad valorem tax levied, within the limits prescribed by law, on all taxable property within the City, and (ii) a limited pledge (not to exceed \$1,000) of the surplus net revenues of the City's Water and Wastewater System. Should the City default on its outstanding bonds, any registered owner of the certificates is entitled to seek a writ of mandamus from a court of proper jurisdiction requiring specific performance from the City. Bonds payable at September 30, 2024 are comprised of the following issues:

Governmental Activities:

2008 Certificates of Obligation, original issue \$2,050,000, dated September 1, 2008, due in annual installments through February 15, 2028, at 4.04% interest.	\$ 555,000
2015 Certificates of Obligation, original issue \$725,000, dated September 10, 2015, due in annual installments through September 30, 2025, at 2.37% interest.	115,000
2016 General Obligation Refunding Bonds, original issue \$13,820,000, dated August 23, 2016, due in annual installments through February 15, 2036, at 2.65% interest.	<u>10,320,000</u>
Total	<u>\$ 10,990,000</u>

The debt service requirements for the City's certificates of obligation are as follows:

Fiscal Year	Certificates of Obligation		
	Principal	Interest	Total
2025	\$ 245,000	\$ 21,159	\$ 266,159
2026	135,000	14,443	149,443
2027	140,000	8,888	148,888
2028	150,000	3,030	153,030
Total	<u>\$ 670,000</u>	<u>\$ 47,520</u>	<u>\$ 717,520</u>

The debt service requirements for the City's general obligations are as follows:

Fiscal Year	Principal	Interest	Total
2025	\$ 690,000	\$ 336,700	\$ 1,026,700
2026	710,000	308,800	1,018,800
2027	740,000	287,050	1,027,050
2028	765,000	264,475	1,029,475
2029	810,000	240,850	1,050,850
2030-2034	4,535,000	809,850	5,344,850
2035-2036	<u>2,070,000</u>	<u>83,600</u>	<u>2,153,600</u>
Total	<u>\$ 10,320,000</u>	<u>\$ 2,331,325</u>	<u>\$ 12,651,325</u>

Notes Payable (Direct Borrowings)

In 2017, the City entered into a State Infrastructure Bank Loan agreement in the amount of \$1,500,000. The proceeds will be used to relocate utility lines for road construction. In 2021, the City entered into a capital loan agreement in the amount of \$2,800,000, to partially fund an automated meter reader (AMR) project. Should the City default on the notes, the lender may, by all legal and equitable means, require the City to remedy any default under the use and filing of mandamus proceedings. Notes payable at September 30, 2024 are as follows:

Governmental Activities:

2017 State Infrastructure Bank Loan Agreement, original issue \$1,500,000, dated September 25, 2017, due in annual installments through October 02, 2027, at 2.50% interest. \$ 389,867

Business-Type Activities:

2021 Capital Loan Agreement, original issue \$2,800,000, dated January 5, 2021, due in annual installments through January 15, 2036, at 2.45% interest. \$ 2,317,075

The debt service requirements for the City's notes payable are as follows:

Notes Payable - Governmental Activities			
Fiscal Year	Principal	Interest	Total
2025	\$ 93,887	\$ 8,573	\$ 102,460
2026	96,234	6,197	102,431
2027	98,640	3,761	102,401
2028	<u>101,106</u>	<u>1,264</u>	<u>102,370</u>
Total	<u>\$ 389,867</u>	<u>\$ 19,795</u>	<u>\$ 409,662</u>

Notes Payable - Business-type Activities			
Fiscal Year	Principal	Interest	Total
2025	\$ 168,462	\$ 56,699	\$ 225,161
2026	172,584	52,577	225,161
2027	176,807	48,353	225,160
2028	181,134	44,027	225,161
2029	185,566	39,595	225,161
2030-2034	998,206	127,598	1,125,804
2035-2036	<u>434,316</u>	<u>16,006</u>	<u>450,322</u>
Total	<u>\$ 2,317,075</u>	<u>\$ 384,855</u>	<u>\$ 2,701,930</u>

Leases Payable

In fiscal year 2019, the City entered into a lease with Motorola Solutions in the amount of \$536,744. The lease carries an interest rate of 4.86% with the final payment in November 2025. Annual debt service requirements to maturity for the lease is as follows:

Leases Payable			
Fiscal Year	Principal	Interest	Total
2025	\$ 84,092	\$ 8,566	\$ 92,658
2026	<u>88,271</u>	<u>4,387</u>	<u>92,658</u>
Total	<u>\$ 172,363</u>	<u>\$ 12,953</u>	<u>\$ 185,316</u>

Compensated Absences

Compensated absences represent the estimated liability for employees' paid time off benefits for which employees are entitled to be paid upon termination. The retirement of this liability is paid from the General Fund, Water and Wastewater, and Drainage Funds based on the assignment of an employee at termination.

F. Defined Benefit Pension Plan – Texas Municipal Retirement System

Plan Description

The City participates as one of 919 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report that can be obtained at www.tmr.org.

All eligible employees of the City are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the city-finance monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefits in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

The City has approved an annually repeating (automatic) basis monetary credit referred to as an updated service credit (USC) which is a theoretical amount which takes into account salary increases or plan improvements. If at any time during their career an employee earns a USC, this amount remains in their account earning interest at 5% until retirement. At retirement, the benefit is calculated as if the sum of the employee's accumulated contributions with interest and the employer match plus employer-financed monetary credits, such as USC, with interest were used to purchase an annuity. Additionally, the City provides on an annually repeating (automatic) basis cost of living adjustments (COLA) for retirees equal to a percentage of the change in the consumer price index (CPI).

A summary of plan provisions for the City are as follows:

Employee deposit rate	6%
Matching ratio (City to employee)	2 to 1
Years required for vesting	5
Service retirement eligibility	20 years at any age, 5 years at age 60 and above

Employees Covered by Benefit Terms

At the December 31, 2023 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	73
Inactive employees entitled to but not yet receiving benefits	159
Active employees	<u>98</u>
Total	<u><u>330</u></u>

Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the city matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City were required to contribute 6% of their annual gross earnings during the fiscal year. The contribution rates for the City were 5.92% and 4.68% in calendar years 2023 and 2024, respectively. The City's contributions to TMRS for the year ended September 30, 2024, were \$349,824, and were larger than the required contributions.

Net Pension Liability (Asset)

The City's net pension liability (asset) was measured as of December 31, 2023, and the total pension liability used to calculate the net pension liability (asset) was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The total pension liability in the December 31, 2023 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Overall payroll growth	3.60% to 11.85% including inflation
Investment rate of return	6.75%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender distinct mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4- year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 to December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of arithmetic real rates return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Global equity	35.0%	6.70%
Core fixed income	6.0%	4.70%
Non-core fixed income	20.0%	8.00%
Other public and private markets	12.0%	8.00%
Real estate	12.0%	7.60%
Hedge Funds	5.0%	6.40%
Private equity	10.0%	11.60%
Total	100.0%	

Discount Rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in the statute. Based on that assumption, the pensions plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the Net Pension Liability (Asset)

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
	(a)	(b)	(c)
Balance at 12/31/22	\$ 10,747,859	\$ 11,183,852	\$ (435,993)
Changes for the year:			
Service cost	688,053	-	688,053
Interest	733,988	-	733,988
Difference between expected and actual experience	(534,992)	-	(534,992)
Changes in assumptions	(56,567)	-	(56,567)
Contributions - employer	-	348,630	(348,630)
Contributions - employee	-	368,270	(368,270)
Net investment income	-	1,293,901	(1,293,901)
Benefit payments, including refunds of employee contributions	(435,967)	(435,967)	-
Administrative expense	-	(8,235)	8,235
Other changes	-	(58)	58
Net changes	394,515	1,566,541	(1,172,026)
Balance at 12/31/23	<u>\$ 11,142,374</u>	<u>\$ 12,750,393</u>	<u>\$ (1,608,019)</u>

The net pension liability (asset) is generally liquidated by the general, water and wastewater, and drainage funds based on the assignment of an employee at termination.

Sensitivity of the net pension liability (asset) to changes in the discount rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability/(asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
Net pension liability (asset)	\$ (16,487)	\$ (1,608,019)	\$ (2,906,718)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the internet at www.tmrs.com.

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2024, the City recognized pension expense of \$31,745. At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ -	\$ 331,065
Changes in actuarial assumptions	-	34,556
Difference between projected and actual investment earnings	300,238	-
Contributions subsequent to the measurement date	244,283	-
Total	<u>\$ 544,521</u>	<u>\$ 365,621</u>

Amounts reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability (asset) for the year ending September 30, 2025. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

For the Year Ended September 30,	
2025	\$ (154,538)
2026	(34,545)
2027	231,498
2028	(107,798)

G. Defined Other Post-Employment Benefit (OPEB) Plan – TMRS Supplemental Death Benefits Fund

Plan Description

The City voluntarily participates in a single-employer other postemployment benefit (OPEB) plan administered by TMRS. The Plan is a group-term life insurance plan known as the Supplemental Death Benefits Fund (SDBF). The Plan is established and administered in accordance with the TMRS Act identically to the City's pension plan. SDBF includes coverage for both active and retired members, and assets are commingled for the payment of such benefits. Therefore, the Plan does not qualify as an OPEB Trust in accordance with paragraph 4 of GASB Statement No. 75.

Benefits Provided

The SDBF provides group-term life insurance to City employees who are active members in TMRS, including or not including retirees. The City Council opted into this program via an ordinance, and may terminate coverage under, and discontinue participation in, the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

Payments from this fund are similar to group-term life insurance benefits and are paid to the designated beneficiaries upon the receipt of an approved application for payment. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings for the 12-month period preceding the month of death). The death benefit for retirees is considered an other postemployment benefit and is a fixed amount of \$7,500.

The number of employees currently covered by the benefit terms is as follows:

Inactive employees or beneficiaries currently receiving benefits	25
Inactive employees entitled to but not yet receiving benefits	17
Active employees	98
Total	<u>140</u>

Contributions

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation, which was 0.24% for both 2024 and 2023, of which 0.06%, represented the retiree-only portion for each year, as a percentage of annual covered payroll. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to prefund retiree term life insurance during employees' entire careers. The City's contributions to the SDBF for the years ended September 30, 2024 and 2023 were \$16,948 and \$14,215, respectively, representing contributions for both active and retiree coverage, which equaled the required contributions each year.

Total OPEB Liability

The City's total OPEB liability of \$175,265 was measured as of December 31, 2023 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The Total OPEB Liability in the December 31, 2023 actuarial valuation was determined using the following actuarial assumptions:

Inflation rate	2.50%
Discount rate	3.77%
Salary increases	3.60% to 11.85% including inflation

Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 107.5% and female rates multiplied by 107.5%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with male rates multiplied by 107.5% and female rates multiplied by 107.5% with a 3-year set-forward for both males and females. In addition, a 3.5% and 3% minimum mortality rate is applied to reflect the impairment for younger members who became disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

Changes in assumptions reflect the annual change in the municipal bond rate. The actuarial assumptions used in the December 31, 2023, valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

Discount Rate

The SDBF program is treated as an unfunded OPEB plan because the SDBF trust covers both actives and retirees and the assets are not segregated for these groups. As such, a single discount rate of 3.77% was used to measure the Total OPEB Liability. Because the plan is essentially a "pay-as-you-go" plan, the single discount rate is equal to the prevailing municipal bond rate. The source of the municipal bond rate was fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2021.

Discount Rate Sensitivity Analysis

The following schedule shows the impact of the Total OPEB Liability if the discount rate used was 1% less than and 1% greater than the discount rate that was used (4.05%) in measuring the Total OPEB Liability.

	1% Decrease in Discount Rate (2.77%)	Discount Rate (3.77%)	1% Increase in Discount Rate (4.77%)
Total OPEB Liability	\$ 213,142	\$ 175,265	\$ 146,155

OPEB Liabilities, OPEB Expense, Deferred Outflows and Deferred Inflows of Resources Related to OPEBs

At September 30, 2024, the City reported a liability of \$175,265 for its Total OPEB Liability. The total OPEB liability was determined by an actuarial valuation as of December 31, 2023. For the year ended September 30, 2024, the City recognized OPEB expense of \$8,883. There were no changes of benefit terms that affected measurement of the Total OPEB Liability during the measurement period.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at 12/31/2022	\$ 155,597
Changes for the year:	
Service cost	12,276
Interest	6,476
Difference between expected and actual experience	(5,704)
Changes of assumptions	10,303
Benefit payments	(3,683)
Net changes	19,668
Balance at 12/31/2023	<u>\$ 175,265</u>

At September 30, 2024, the City reported deferred outflows and inflows of resources related to other post-employment benefits from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 342	\$ 17,840
Changes in actuarial assumptions	30,634	61,419
Contributions subsequent to the measurement date	13,204	-
Total	<u>\$ 44,180</u>	<u>\$ 79,259</u>

Amounts reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the Total OPEB Liability for the year ending September 30, 2025. Other amounts of the reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

For the Year Ended September 30,	
2025	\$ (8,703)
2026	(10,307)
2027	(15,612)
2028	(14,381)
2029	720

H. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City is a participant in the Texas Municipal League Workers' Compensation Joint Insurance Fund (WC Fund) and the Texas Municipal League Joint Self-Insurance Fund (Property-Liability Fund), a public entity risk pool operated by the Texas Municipal League Board for the benefit of individual governmental units located within Texas. The City pays an annual premium to the Funds for its workers' compensation and property and liability insurance coverage. The WC Fund and the Property-Liability Fund are considered self-sustaining risk pools that provide coverage for their members for up to \$2,000,000 per insured event. There were no significant reductions in insurance coverage from the previous year. Settled claims for risks have not exceeded insurance coverage in any of the past three years.

I. Commitments and Contingencies

Water and Sewer Contracts

The City has separate contracts with the City of Dallas Utilities and Services (DUS) and the Trinity River Authority of Texas (TRA) for the purchase of treated water and for the transportation, treatment, and disposal of wastewater. The DUS agreement expires in 2039. The contracts require the City to pay varying amounts based on the costs associated with water purchased and wastewater transported and/or treated and disposed. The costs include the City's proportionate share of TRA's operating and maintenance expenses, related debt service costs, and certain other miscellaneous charges.

Payments during fiscal year 2022 for the purchase of treated water from DUS were \$1,862,799 and payments made for the transportation, treatment, and disposal of wastewater by TRA were \$844,411. If the City were unable to fulfill its obligations under the contracts, the only liability for future payment would be its proportionate share of debt service requirements. In addition, the City does not retain an ongoing financial interest in TRA and has no representation on the TRA Board of Directors; therefore, the TRA contracts are not considered to be joint venture agreements.

Contingencies

The City is a defendant in several pending lawsuits. City management estimates, based on the advice of legal counsel, that the potential claims against the City, in excess of insurance coverage, would not materially affect the basic financial statements of the City. The City also participates in a number of federal and state grant programs. These programs are subject to compliance audits by the grantors or their representatives. Any liability that may arise as of the result of these audits is not believed to be estimable or probable.

J. Tax Abatements

The City enters into economic development agreements designed to promote development and redevelopment within the City, spur economic improvement, stimulate commercial activity, generate additional sales tax and enhance the property tax base and economic vitality of the City. These programs abate or rebate property taxes and sales tax, and also include incentive payments and reductions in fees that are not tied to taxes. The City's economic development agreements are authorized under Chapter 380 of the Texas Local Government Code and Chapter 311 (Tax Increment Financing Act) and 312 (Property Redevelopment and Tax Abatement Act) of the Texas Tax Code.

Recipients may be eligible to receive economic assistance based on the employment impact, economic impact or community impact of the project requesting assistance. Recipients receiving assistance generally commit to building or remodeling real property and related infrastructure, demolishing and redeveloping outdated properties, expanding operations, renewing facility leases, or bringing targeted businesses to the City. Agreements generally contain recapture provisions which may require repayment or termination if recipients do not meet the required provisions of the economic incentives.

The City has one category of economic development:

General Economic Development – The City enters into various agreements under Chapter 380 of the Texas Local Government Code to stimulate economic development. Agreements may rebate a flat amount or percentage of property taxes or sales tax received by the City, may result in fee reductions such as utility charges or building inspection fees, or make lump sum payments to offset moving expenses, infrastructure reimbursements, redevelopment costs or other expenses. For fiscal year 2024, the City did not rebate any taxes.

K. Glenn Heights Housing Finance Corporation

The Glenn Heights Housing Finance Corporation (GHHFC) was created in 2016 by state law for the purpose of benefiting and accomplishing public purpose of, and on behalf of, the City by financing the cost of residential ownership and development that will provide decent, safe, and sanitary housing for residents of the City at prices they can afford.

The GHHFC is sole owner of Glenn Heights Housing Development Corporation (GHHDC). The GHHDC owns a 1% stake in an apartment complex in Glenn Heights, named Palladium Glenn Heights. As a minority owner of Palladium Glenn Heights, GHHDC receives distributions on a quarterly basis.

L. Upcoming Accounting Standards

Significant new accounting standards not yet implemented by the City include the following:

GASB Statement No. 101, *Compensated Absences* – The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement will become effective for reporting periods beginning after December 15, 2023, and the impact has not yet been determined.

GASB Statement No. 102, *Certain Risk Disclosures* – The objective of this Statement is to provide users of government financial statements with information about risks related to a government's vulnerabilities due to certain concentrations or constraints that is essential to their analyses for making decisions or assessing accountability. This Statement will become effective for reporting periods beginning after June 15, 2024, and the impact has not yet been determined.

GASB Statement No. 103, *Financial Reporting Model Improvements* – The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This Statement also addresses certain application issues. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

GASB Statement No. 104, *Disclosure of Certain Capital Assets* – The objective of this Statement is to provide users of government financial statements with essential information about certain types of capital assets. This Statement requires certain types of capital assets to be presented separately in the note disclosures, including right-to-use assets related to leases, Subscription-Based Information Technology Arrangements, and public-private or public-public partnerships. Other intangible assets are also required to be presented separately by major class. Additional disclosures have also been required for capital assets held for sale. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

M. Accounting Changes

Change in the financial reporting entity

The Debt Service fund is reported as a nonmajor fund in fiscal year 2024 because its activity and balances fell below the required thresholds. The Parks Development fund is reported as a major fund in fiscal year 2024 because its activity and balances exceeded the required thresholds

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**REQUIRED SUPPLEMENTARY
INFORMATION**

CITY OF GLENN HEIGHTS, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

GENERAL FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
REVENUES				
Taxes:				
Property	\$ 8,215,757	\$ 8,215,757	\$ 8,008,373	\$ (207,384)
Franchise	596,500	596,500	697,192	100,692
Sales	965,000	965,000	1,274,335	309,335
Licenses and permits	758,650	758,650	673,076	(85,574)
Fines and forfeitures	246,000	246,000	230,763	(15,237)
Charges for service	1,868,975	1,877,000	2,086,359	209,359
Investment earnings	150,000	150,000	488,484	338,484
Miscellaneous	29,025	154,800	128,801	(25,999)
Total revenues	<u>12,829,907</u>	<u>12,963,707</u>	<u>13,587,383</u>	<u>623,676</u>
EXPENDITURES				
Current:				
General government	2,642,491	2,642,491	2,641,812	679
Public safety	5,923,058	5,923,058	5,827,818	95,240
Development services	2,658,640	2,658,640	2,726,877	(68,237)
Parks and recreation	1,061,868	1,223,385	934,883	288,502
Economic development	39,150	36,950	10,867	26,083
Capital outlay	27,300	27,300	80,585	(53,285)
Debt service:				
Principal	69,263	87,178	87,178	-
Interest and other	23,395	5,480	5,480	-
Total expenditures	<u>12,445,165</u>	<u>12,604,482</u>	<u>12,315,500</u>	<u>288,982</u>
Excess (deficiency) of revenues over expenditures	<u>384,742</u>	<u>359,225</u>	<u>1,271,883</u>	<u>912,658</u>
OTHER FINANCING SOURCES (USES)				
Insurance recoveries	-	-	19,122	19,122
Sale of capital assets	-	20,000	-	(20,000)
Transfers in	125,775	125,775	1,105,775	980,000
Transfers out	-	-	(154,095)	(154,095)
Total other financing sources (uses)	<u>125,775</u>	<u>145,775</u>	<u>970,802</u>	<u>825,027</u>
Net change in fund balances	<u>510,517</u>	<u>505,000</u>	<u>2,242,685</u>	<u>1,737,685</u>
Fund balances - beginning of year	<u>8,546,915</u>	<u>8,546,915</u>	<u>8,546,915</u>	<u>-</u>
Fund balances - end of year	<u>\$ 9,057,432</u>	<u>\$ 9,051,915</u>	<u>\$ 10,789,600</u>	<u>\$ 1,737,685</u>

CITY OF GLENN HEIGHTS, TEXAS

NOTES TO BUDGETARY SCHEDULE

SEPTEMBER 30, 2024

BUDGETS AND BUDGETARY ACCOUNTING

Annual operating budgets are adopted on a modified accrual (GAAP) basis for the General Fund, 911 Wireless Fund, and Debt Service Fund. The legal level of budgetary control is the fund. All annual appropriations lapse at fiscal year-end. Budgetary appropriations for the City's Capital Projects Funds are adopted on an individual project basis and extend through project completion. The Glenn Heights Housing Finance Corporation Fund, Municipal Court Technology Fund, Municipal Court Security Fund, Police Seizure Fund, Park Development Fund, Street Impact Fee Fund, Veterans Memorial Fund, ARPA Fund, and Grants Fund did not have an operating budget prepared for the current fiscal year.

The City follows these procedures in establishing the annual operating budgets reflected in the financial statements:

1. Prior to August 1, the City Manager prepared a proposed annual operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. The annual operating budget is legally enacted by the City Council through passage of an ordinance prior to the beginning of the fiscal year to which it applies, which can be amended by the Council.

Encumbrances for goods or purchased services are documented by purchase orders or contracts. At year-end, encumbrances are canceled or re-appropriated as part of the following year budget.

The Development Services and Capital Outlay functions of the General Fund were over budget by \$68,237 and \$53,285, respectively. The overage was covered by budget savings in other functions.

CITY OF GLENN HEIGHTS, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
TEXAS MUNICIPAL RETIREMENT SYSTEM
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Measurement date December 31,	2014	2015	2016
Total pension liability			
Service Cost	\$ 256,970	\$ 288,738	\$ 336,567
Interest	456,404	493,227	517,152
Changes of benefit terms	-	-	-
Differences between expected and actual experience	(14,257)	(55,716)	(97,859)
Assumption changes	-	100,033	-
Benefit payments, including refunds of employee contributions	<u>(210,935)</u>	<u>(166,992)</u>	<u>(302,573)</u>
Net change in total pension liability	488,182	659,290	453,287
Total pension liability - beginning	<u>6,497,045</u>	<u>6,985,227</u>	<u>7,644,517</u>
Total pension liability - ending (a)	<u>\$ 6,985,227</u>	<u>\$ 7,644,517</u>	<u>\$ 8,097,804</u>
Plan fiduciary net position			
Contributions - employer	\$ 96,517	\$ 100,120	\$ 112,560
Contributions - employee	180,931	185,485	211,914
Net investment income	394,578	10,852	505,424
Benefit payments	(210,935)	(166,992)	(302,573)
Administrative expense	(4,119)	(6,609)	(5,706)
Other	<u>(339)</u>	<u>(328)</u>	<u>(307)</u>
Net change in plan fiduciary net position	456,633	122,528	521,312
Plan fiduciary net position - beginning	<u>6,897,083</u>	<u>7,353,716</u>	<u>7,476,244</u>
Plan fiduciary net position - ending (b)	<u>\$ 7,353,716</u>	<u>\$ 7,476,244</u>	<u>\$ 7,997,556</u>
Net pension liability (asset) - ending (a) - (b)	<u>\$ (368,489)</u>	<u>\$ 168,273</u>	<u>\$ 100,248</u>
Plan fiduciary net position as a percentage of the total pension liability	105.28%	97.80%	98.76%
Covered payroll	\$ 3,015,520	\$ 3,091,411	\$ 3,516,894
Net pension liability (asset) as a percentage of covered payroll	-12.22%	5.44%	2.85%

2017	2018	2019	2020	2021	2022	2023
\$ 364,021	\$ 444,332	\$ 481,770	\$ 513,565	\$ 530,822	\$ 566,730	\$ 688,053
544,744	501,823	525,921	554,348	581,835	678,483	733,988
-	(946,622)	-	-	-	962,823	-
(215,283)	(147,753)	(148,894)	(196,474)	(160,409)	(21,550)	(534,992)
-	-	8,911	-	-	-	(56,567)
<u>(419,079)</u>	<u>(426,658)</u>	<u>(493,592)</u>	<u>(431,343)</u>	<u>(514,341)</u>	<u>(488,075)</u>	<u>(435,967)</u>
274,403	(574,878)	374,116	440,096	437,907	1,698,411	394,515
<u>8,097,804</u>	<u>8,372,207</u>	<u>7,797,329</u>	<u>8,171,445</u>	<u>8,611,541</u>	<u>9,049,448</u>	<u>10,747,859</u>
<u>\$ 8,372,207</u>	<u>\$ 7,797,329</u>	<u>\$ 8,171,445</u>	<u>\$ 8,611,541</u>	<u>\$ 9,049,448</u>	<u>\$10,747,859</u>	<u>\$11,142,374</u>
\$ 134,627	\$ 146,613	\$ 132,820	\$ 139,033	\$ 177,273	\$ 167,046	\$ (435,967)
225,633	245,036	266,662	283,738	298,774	309,971	348,630
1,108,830	(270,920)	1,349,805	757,388	1,397,923	(881,429)	368,271
(419,079)	(426,658)	(493,592)	(431,343)	(514,341)	(488,075)	1,293,901
(5,745)	(5,234)	(7,626)	(4,901)	(6,467)	(7,627)	(8,235)
<u>(291)</u>	<u>(273)</u>	<u>(229)</u>	<u>(192)</u>	<u>45</u>	<u>9,101</u>	<u>(59)</u>
1,043,975	(311,436)	1,247,840	743,723	1,353,207	(891,013)	1,566,541
<u>7,997,556</u>	<u>9,041,531</u>	<u>8,730,095</u>	<u>9,977,935</u>	<u>10,721,658</u>	<u>12,074,865</u>	<u>11,183,852</u>
<u>\$ 9,041,531</u>	<u>\$ 8,730,095</u>	<u>\$ 9,977,935</u>	<u>\$10,721,658</u>	<u>\$12,074,865</u>	<u>\$11,183,852</u>	<u>\$12,750,393</u>
<u>\$ (669,324)</u>	<u>\$ (932,766)</u>	<u>\$ (1,806,490)</u>	<u>\$ (2,110,117)</u>	<u>\$ (3,025,417)</u>	<u>\$ (435,993)</u>	<u>\$ (1,608,019)</u>
107.99%	111.96%	122.11%	124.50%	133.43%	104.06%	114.43%
\$ 3,760,543	\$ 4,083,937	\$ 4,444,371	\$ 4,678,965	\$ 4,979,572	\$ 5,165,869	\$ 6,137,852
-17.80%	-22.84%	-40.65%	-45.10%	-60.76%	-8.44%	-26.20%

CITY OF GLENN HEIGHTS, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION TEXAS MUNICIPAL RETIREMENT SYSTEM SCHEDULE OF CONTRIBUTIONS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Fiscal year ending September 30,	2015	2016	2017
Actuarially determined contribution	\$ 99,077	\$ 117,195	\$ 127,656
Contributions in relation to the actuarially determined contributions	<u>99,077</u>	<u>117,195</u>	<u>133,216</u>
Contribution (excess) deficiency	-	-	(5,560)
Covered payroll	3,075,330	3,487,950	3,799,274
Contributions as a percentage of covered payroll	3.22%	3.36%	3.51%

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation date: Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	N/A
Asset valuation method	10 year smoothed fair value; 12% soft corridor
Inflation	2.50%
Salary increases	3.60% to 11.85% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that vary by age. Last updated for the 2023 valuation pursuant to an experience study of the period ending 2022.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence). Pre-retirement: PUB(10) mortality tables, with the 110% of the Public Safety table used for males and the 100% of the General Employee table used for females. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence).

Other information There were no benefit changes during the year.

2018	2019	2020	2021	2022	2023	2024
\$ 147,381	\$ 130,212	\$ 137,704	\$ 172,818	\$ 177,273	\$ 193,113	\$ 349,824
<u>147,381</u>	<u>142,398</u>	<u>137,704</u>	<u>172,818</u>	<u>177,273</u>	<u>302,266</u>	<u>349,824</u>
-	(12,186)	-	-	-	(109,153)	-
3,951,234	4,227,673	4,444,371	5,077,651	5,004,530	5,923,068	7,061,618
3.73%	3.37%	3.10%	3.40%	3.54%	5.10%	4.95%

CITY OF GLENN HEIGHTS, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM - SUPPLEMENTAL DEATH BENEFITS FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Measurement date December 31,	2017	2018	2019
A. Total OPEB liability			
Service Cost	\$ 7,897	\$ 9,393	\$ 8,889
Interest (on the Total OPEB Liability)	4,662	4,893	5,445
Differences between expected and actual experience	-	(2,569)	(11,018)
Changes of assumptions	12,350	(11,253)	31,386
Benefit payments, including refunds of employee contributio	<u>(1,128)</u>	<u>(1,225)</u>	<u>(1,333)</u>
Net change in Total OPEB liability	23,781	(761)	33,369
Total OPEB liability - beginning	<u>119,957</u>	<u>143,738</u>	<u>142,977</u>
Total OPEB liability - ending	<u>143,738</u>	<u>142,977</u>	<u>176,346</u>
B. Covered-employee payroll	\$ 3,760,543	\$ 4,083,937	\$ 4,444,371
C. Total OPEB liability as a percentage of covered-employee payroll	3.82%	3.50%	3.97%

Notes to Schedule:

- No assets are accumulated in a trust for the SDB plan to pay related benefits that meet the criteria in paragraph 4 of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions.
- This schedule is required to have 10 years of information, but the information prior to 2017 is not available.
- Included in the changes of assumptions was an increase to the discount rate from 1.84% to 4.05%.
- Membership counts for inactive employees currently receiving or entitled to but not yet receiving benefits will differ from GASB 68 as they include only those eligible for a SDBF benefit (i.e. excludes beneficiaries, non-vested terminations due a refund, etc.).
- Due to the SDBF being considered an unfunded OPEB plan under GASB 75, benefit payments are treated as being equal to the employer's yearly contributions for retirees.

2020	2021	2022	2023
\$ 12,768	\$ 14,441	\$ 17,565	\$ 12,276
5,006	4,536	4,319	6,476
(6,485)	(17,800)	514	(5,704)
34,834	7,996	(91,453)	10,303
<u>(1,419)</u>	<u>(2,988)</u>	<u>(2,583)</u>	<u>(3,683)</u>
44,704	6,185	(71,638)	19,668
<u>176,346</u>	<u>221,050</u>	<u>227,235</u>	<u>155,597</u>
<u>221,050</u>	<u>227,235</u>	<u>155,597</u>	<u>175,265</u>
\$ 4,728,963	\$ 4,979,572	\$ 5,165,869	\$ 6,137,852
4.67%	4.56%	3.01%	2.86%

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**COMBINING AND INDIVIDUAL FUND
STATEMENTS AND SCHEDULES**

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NONMAJOR FUND DESCRIPTIONS

MUNICIPAL COURT TECHNOLOGY FUND – To account for municipal court fees collected through the court to enhance existing operations through technology.

MUNICIPAL COURT SECURITY FUND – To account for municipal court fees collected through the court to provide for various municipal court security features.

911 WIRELESS FUND – To account for 911 wireless revenue collected to enhance the 911 network within the City.

POLICE SEIZURE FUND – To account for the revenue and expenditures related to the award of monies or property by the courts or federal government to the police department. The funds are expended for specified department purposes.

STREET IMPACT FEE FUND – To account for the acquisition of capital assets or construction of major capital projects being financed by street impact fees.

VETERANS MEMORIAL FUND – To account for the revenue and expenditures related to Veterans Memorial City Events.

DISASTER RECOVERY FUND – To account for the revenue and expenditures related to disaster recovery.

VEHICLE REPLACEMENT FUND – To accumulate resources for the acquisition of vehicles funded by the general fund.

GRANTS FUND – To account for the revenue and expenditures related to various state and federal grants.

GLENN HEIGHTS HOUSING FINANCE CORPORATION FUND – To account for revenue collected from the residential ownership and development that will provide affordable, decent, safe, and sanitary housing for residents of the City.

DEBT SERVICE – Accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds.

CITY OF GLENN HEIGHTS, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2024

		Special Revenue			
	Debt Service	Municipal Court Technology	Municipal Court Security	911 Wireless	Police Seizure
ASSETS					
Cash and cash equivalents	\$ 42,249	\$ 19,328	\$ 48,751	\$ 164,892	\$ 12,193
Taxes receivable	29,596	-	-	-	-
Total assets	<u>71,845</u>	<u>19,328</u>	<u>48,751</u>	<u>164,892</u>	<u>12,193</u>
LIABILITIES					
Accounts payable	500	-	-	7,537	-
Retainage payable	-	-	-	-	-
Due to other funds	-	-	-	-	-
Total liabilities	<u>500</u>	<u>-</u>	<u>-</u>	<u>7,537</u>	<u>-</u>
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue - property taxes	17,381	-	-	-	-
Total deferred inflows of resources	<u>17,381</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES					
Restricted for:					
Public safety	-	-	48,751	157,355	12,193
Debt service	53,964	-	-	-	-
Municipal court	-	19,328	-	-	-
Street improvements	-	-	-	-	-
Park improvements	-	-	-	-	-
Housing	-	-	-	-	-
Assigned for:					
Vehicle replacement	-	-	-	-	-
Unassigned	-	-	-	-	-
Total fund balances	<u>53,964</u>	<u>19,328</u>	<u>48,751</u>	<u>157,355</u>	<u>12,193</u>
Total liabilities and fund balances	<u>\$ 71,845</u>	<u>\$ 19,328</u>	<u>\$ 48,751</u>	<u>\$ 164,892</u>	<u>\$ 12,193</u>

Special Revenue				Capital Projects		Total Nonmajor Governmental Funds
Street Impact Fee	Grants	Veterans Memorial	Glenn Heights Housing Finance Corporation	Disaster Recovery Fund	Vehicle Replacement	
\$ 1,731,102	\$ -	\$ -	\$ 842,999	\$ -	\$ 172,206	\$ 3,033,720
-	-	-	-	-	-	29,596
<u>1,731,102</u>	<u>-</u>	<u>-</u>	<u>842,999</u>	<u>-</u>	<u>172,206</u>	<u>3,063,316</u>
-	-	-	-	-	-	8,037
-	-	-	-	-	-	-
-	24,694	117	-	-	-	24,811
<u>-</u>	<u>24,694</u>	<u>117</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,848</u>
-	-	-	-	-	-	17,381
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,381</u>
-	-	-	-	-	-	218,299
-	-	-	-	-	-	53,964
-	-	-	-	-	-	19,328
1,731,102	-	-	-	-	-	1,731,102
-	-	-	-	-	-	-
-	-	-	842,999	-	-	842,999
-	-	-	-	-	172,206	172,206
-	(24,694)	(117)	-	-	-	(24,811)
<u>1,731,102</u>	<u>(24,694)</u>	<u>(117)</u>	<u>842,999</u>	<u>-</u>	<u>172,206</u>	<u>3,013,087</u>
<u>\$ 1,731,102</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 842,999</u>	<u>\$ -</u>	<u>\$ 172,206</u>	<u>\$ 3,063,316</u>

CITY OF GLENN HEIGHTS, TEXAS

**COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES**

NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Special Revenue					
	Debt Service*	Municipal Court Technology	Municipal Court Security	911 Wireless	Police Seizure	Park Development^
REVENUES						
Property taxes	\$ 1,382,835	\$ -	\$ -	\$ -	\$ -	
Fines and forfeitures	-	4,433	5,335	-	-	
Charges for services	-	-	-	106,274	-	
Intergovernmental	-	-	-	-	-	
Investment earnings	11,175	331	2,034	5,653	661	
Total revenues	<u>1,394,010</u>	<u>4,764</u>	<u>7,369</u>	<u>111,927</u>	<u>661</u>	
EXPENDITURES						
Current:						
Public Safety	-	-	-	49,795	-	
Economic development	-	-	-	-	-	
Capital outlay	-	-	-	-	-	
Debt service:						
Principal	996,597	-	-	-	-	
Interest and other	<u>412,190</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total expenditures	<u>1,408,787</u>	<u>-</u>	<u>-</u>	<u>49,795</u>	<u>-</u>	
Excess (deficiency) of revenue over expenditures	<u>(14,777)</u>	<u>4,764</u>	<u>7,369</u>	<u>62,132</u>	<u>661</u>	
OTHER FINANCING SOURCES (USES)						
Transfers in	-	-	-	-	-	
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>(69,000)</u>	<u>-</u>	
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(69,000)</u>	<u>-</u>	
Net change in fund balances	<u>(14,777)</u>	<u>4,764</u>	<u>7,369</u>	<u>(6,868)</u>	<u>661</u>	
Fund balance - beginning of year	<u>-</u>	<u>14,564</u>	<u>41,382</u>	<u>164,223</u>	<u>11,532</u>	<u>1,482,206</u>
ACCOUNTING CHANGES						
Change within the financial reporting entity	68,741	-	-	-	-	(1,482,206)
Fund balance as restated - beginning of year	<u>68,741</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance - end of year	<u>\$ 53,964</u>	<u>\$ 19,328</u>	<u>\$ 48,751</u>	<u>\$ 157,355</u>	<u>\$ 12,193</u>	<u>\$ -</u>

*Formerly a major fund

^Formerly a nonmajor fund

Special Revenue				Capital Projects		Total Nonmajor Governmental Funds
Street Impact Fee	Grants	Veterans Memorial	Glenn Heights Housing Finance Corporation	Disaster Recovery Fund	Vehicle Replacement	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,382,835
-	-	-	-	-	-	9,768
-	-	-	-	-	-	106,274
-	699,814	-	-	-	-	699,814
<u>30,746</u>	<u>-</u>	<u>72</u>	<u>4,521</u>	<u>-</u>	<u>6,509</u>	<u>61,702</u>
<u>30,746</u>	<u>699,814</u>	<u>72</u>	<u>4,521</u>	<u>-</u>	<u>6,509</u>	<u>2,260,393</u>
-	19,234	-	-	-	-	69,029
23,359	-	-	-	-	-	23,359
28,350	-	-	-	-	364,710	393,060
-	-	-	-	-	-	996,597
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>412,190</u>
<u>51,709</u>	<u>19,234</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>364,710</u>	<u>1,894,235</u>
<u>(20,963)</u>	<u>680,580</u>	<u>72</u>	<u>4,521</u>	<u>-</u>	<u>(358,201)</u>	<u>366,158</u>
-	23,911	-	-	130,184	-	154,095
<u>-</u>	<u>(695,039)</u>	<u>-</u>	<u>(1,000,000)</u>	<u>-</u>	<u>-</u>	<u>(1,764,039)</u>
<u>-</u>	<u>(671,128)</u>	<u>-</u>	<u>(1,000,000)</u>	<u>130,184</u>	<u>-</u>	<u>(1,609,944)</u>
<u>(20,963)</u>	<u>9,452</u>	<u>72</u>	<u>(995,479)</u>	<u>130,184</u>	<u>(358,201)</u>	<u>(1,243,786)</u>
<u>1,752,065</u>	<u>(34,146)</u>	<u>(189)</u>	<u>1,838,478</u>	<u>(130,184)</u>	<u>530,407</u>	<u>5,670,338</u>
-	-	-	-	-	-	(1,413,465)
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>68,741</u>
<u>\$ 1,731,102</u>	<u>\$ (24,694)</u>	<u>\$ (117)</u>	<u>\$ 842,999</u>	<u>\$ -</u>	<u>\$ 172,206</u>	<u>\$ 3,013,087</u>

CITY OF GLENN HEIGHTS, TEXAS

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND - BUDGET AND ACTUAL**

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Property taxes	\$ 1,416,600	\$ 1,416,600	\$ 1,382,835	\$ (33,765)
Investment earnings	<u>1,500</u>	<u>1,500</u>	<u>11,175</u>	<u>9,675</u>
Total revenues	<u>1,418,100</u>	<u>1,418,100</u>	<u>1,394,010</u>	<u>(24,090)</u>
EXPENDITURES				
Debt service:				
Principal	996,600	996,600	996,597	3
Interest and other charges	<u>416,080</u>	<u>416,080</u>	<u>412,190</u>	<u>3,890</u>
Total expenditures	<u>1,412,680</u>	<u>1,412,680</u>	<u>1,408,787</u>	<u>3,893</u>
Net change in fund balances	5,420	5,420	(14,777)	(20,197)
Fund balances - beginning of year	<u>68,741</u>	<u>68,741</u>	<u>68,741</u>	<u>-</u>
Fund balances - end of year	<u>\$ 74,161</u>	<u>\$ 74,161</u>	<u>\$ 53,964</u>	<u>\$ (20,197)</u>

CITY OF GLENN HEIGHTS, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
911 WIRELESS FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Charges for services	\$ 80,000	\$ 80,000	\$ 106,274	\$ 26,274
Investment earnings	500	500	5,653	5,153
Total revenues	<u>80,500</u>	<u>80,500</u>	<u>111,927</u>	<u>31,427</u>
EXPENDITURES				
Current:				
Public safety	-	10,000	49,795	(39,795)
Total expenditures	<u>-</u>	<u>10,000</u>	<u>49,795</u>	<u>(39,795)</u>
Excess (deficiency) of revenues over expenditures	<u>80,500</u>	<u>70,500</u>	<u>62,132</u>	<u>(8,368)</u>
OTHER FINANCING SOURCES (USES)				
Transfers out	(69,000)	(69,000)	(69,000)	-
Total other financing sources (uses)	<u>(69,000)</u>	<u>(69,000)</u>	<u>(69,000)</u>	<u>-</u>
Net change in fund balances	11,500	1,500	(6,868)	(8,368)
Fund balances - beginning of year	<u>164,223</u>	<u>164,223</u>	<u>164,223</u>	<u>-</u>
Fund balances - end of year	<u>\$ 175,723</u>	<u>\$ 165,723</u>	<u>\$ 157,355</u>	<u>\$ (8,368)</u>

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STATISTICAL SECTION

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STATISTICAL SECTION

The City of Glenn Heights' statistical section presents detailed information as a context for understanding the information in the financial statements, note disclosures, and required supplementary information, which details the City's overall financial health and well-being.

Contents

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changes over time.

Revenue Capacity

These schedules contain information to help the reader assess the factors affecting the City's ability to generate its electric utility, sales tax, and property tax revenues.

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and its ability to issue additional debt in the future.

Demographic and Economic Information

These schedules contain economic and demographic information to help the reader understand the environment within which the City's financial activities take place.

Operating Information

These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year.

CITY OF GLENN HEIGHTS, TEXAS

NET POSITION BY COMPONENT

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)

	Fiscal Year			
	2015	2016	2017	2018
Governmental Activities				
Net investment in capital assets	\$ 3,420,929	\$ 4,562,272	\$ 5,204,571	\$ 5,936,599
Restricted	1,044,381	1,425,617	1,342,294	2,239,846
Unrestricted	<u>3,142,610</u>	<u>3,718,269</u>	<u>7,469,021</u>	<u>8,650,641</u>
Total governmental activities net position	<u>\$ 7,607,920</u>	<u>\$ 9,706,158</u>	<u>\$ 14,015,886</u>	<u>\$ 16,827,086</u>
Business-type Activities				
Net investment in capital assets	\$ 7,964,475	\$ 7,968,336	\$ 7,855,594	\$ 7,921,771
Restricted	455,065	1,029,083	935,872	935,873
Unrestricted	<u>4,330,408</u>	<u>3,377,936</u>	<u>5,240</u>	<u>1,556,532</u>
Total business-type activities net position	<u>\$ 12,749,948</u>	<u>\$ 12,375,355</u>	<u>\$ 8,796,706</u>	<u>\$ 10,414,176</u>
Primary Government				
Net investment in capital assets	\$ 11,385,404	\$ 12,530,608	\$ 13,060,165	\$ 13,858,370
Restricted	1,499,446	2,454,700	2,278,166	3,175,719
Unrestricted	<u>7,473,018</u>	<u>7,096,205</u>	<u>7,474,261</u>	<u>10,207,173</u>
Total primary government net position	<u>\$ 20,357,868</u>	<u>\$ 22,081,513</u>	<u>\$ 22,812,592</u>	<u>\$ 27,241,262</u>

TABLE 1

Fiscal Year					
2019	2020	2021	2022	2023	2024
\$ 6,702,547	\$ 5,308,855	\$ 9,048,730	\$ 19,142,755	\$ 15,026,282	\$ 21,736,218
2,877,878	10,879,796	10,366,965	7,086,622	5,406,624	3,822,768
<u>10,589,739</u>	<u>9,143,364</u>	<u>11,177,741</u>	<u>9,327,223</u>	<u>19,004,390</u>	<u>18,599,566</u>
<u>\$ 20,170,164</u>	<u>\$ 25,332,015</u>	<u>\$ 30,593,436</u>	<u>\$ 35,556,600</u>	<u>\$ 39,437,296</u>	<u>\$ 44,158,552</u>
\$ 8,016,832	\$ 9,235,450	\$ 9,328,791	\$ 10,387,688	\$ 10,100,996	\$ 11,238,402
1,493,141	3,114,284	3,554,912	3,057,948	3,314,121	5,078,848
<u>2,200,129</u>	<u>1,461,751</u>	<u>2,512,867</u>	<u>3,090,331</u>	<u>2,967,321</u>	<u>3,614,546</u>
<u>\$ 11,710,102</u>	<u>\$ 13,811,485</u>	<u>\$ 15,396,570</u>	<u>\$ 16,535,967</u>	<u>\$ 16,382,438</u>	<u>\$ 19,931,796</u>
\$ 14,719,379	\$ 14,544,305	\$ 18,377,521	\$ 29,530,443	\$ 25,127,278	\$ 32,974,620
4,371,019	13,994,080	13,921,877	10,144,570	8,720,745	8,901,616
<u>12,789,868</u>	<u>10,605,115</u>	<u>13,690,608</u>	<u>12,417,554</u>	<u>21,971,711</u>	<u>22,214,112</u>
<u>\$ 31,880,266</u>	<u>\$ 39,143,500</u>	<u>\$ 45,990,006</u>	<u>\$ 52,092,567</u>	<u>\$ 55,819,734</u>	<u>\$ 64,090,348</u>

CITY OF GLENN HEIGHTS, TEXAS

CHANGES IN NET POSITION

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)

	Fiscal Year			
	2015	2016	2017	2018
Expenses				
Governmental activities:				
General government	\$ 1,074,430	\$ 1,423,332	\$ 1,797,957	\$ 1,693,295
Public safety	3,075,807	3,433,775	3,507,497	3,906,025
Development services	718,798	1,242,726	1,828,117	1,869,192
Parks and recreation	295,728	229,493	289,891	275,791
Economic development	225	-	98,608	10,969
Interest and fiscal charges	150,994	435,848	483,925	527,847
Total governmental activities expenses	<u>5,315,982</u>	<u>6,765,174</u>	<u>8,005,995</u>	<u>8,283,119</u>
Business-type activities:				
Water and sewer	4,366,961	5,405,054	4,837,014	5,175,140
Drainage	107,722	96,708	182,223	221,728
Total business-type activities expenses	<u>4,474,683</u>	<u>5,501,762</u>	<u>5,019,237</u>	<u>5,396,868</u>
Total primary government expenses	<u>\$ 9,790,665</u>	<u>\$12,266,936</u>	<u>\$13,025,232</u>	<u>\$13,679,987</u>
Program Revenues				
Governmental activities:				
Charges for services:				
General government	\$ 128,996	\$ 268,221	\$ 874,769	\$ 921,172
Public safety	510,150	667,125	391,651	337,143
Development services	566,052	1,622,519	793,617	1,756,642
Parks and recreation	73,559	178,490	30,762	319,183
Economic development	-	-	-	-
Operating grants and contributions	105,567	133,417	53,915	35,827
Capital grants and contributions	-	-	-	-
Total governmental activities program revenues	<u>\$ 1,384,324</u>	<u>\$ 2,869,772</u>	<u>\$ 2,144,714</u>	<u>\$ 3,369,967</u>
Business-type activities:				
Charges for services:				
Water and sewer	4,868,772	5,366,787	5,292,082	6,064,621
Drainage	264,976	279,460	394,761	297,778
Capital grants and contributions	278,367	730,490	120,440	726,793
Total business-type activities program revenues	<u>5,412,115</u>	<u>6,376,737</u>	<u>5,807,283</u>	<u>7,089,192</u>
Total primary government program revenues	<u>\$ 6,796,439</u>	<u>\$ 9,246,509</u>	<u>\$ 7,951,997</u>	<u>\$10,459,159</u>
Net (expense) revenue				
Governmental activities	\$ (3,931,658)	\$ (3,895,402)	\$ (3,895,402)	\$ (4,913,152)
Business-type activities	<u>937,432</u>	<u>874,975</u>	<u>874,975</u>	<u>1,692,324</u>
Total primary government net expense	<u>\$ (2,994,226)</u>	<u>\$ (3,020,427)</u>	<u>\$ (3,020,427)</u>	<u>\$ (3,220,828)</u>

TABLE 2

Fiscal Year					
2019	2020	2021	2022	2023	2024
\$ 1,661,645	\$ 1,778,859	\$ 1,906,746	\$ 2,131,380	\$ 2,820,998	\$ 2,426,006
3,688,352	4,293,107	4,157,166	4,220,503	5,715,827	6,219,761
1,816,232	1,775,135	2,053,633	2,128,107	2,229,395	3,294,106
308,197	410,719	270,365	360,504	885,500	954,467
94,631	86,272	5,828	7,907	67,717	34,226
670,841	560,455	463,362	581,840	324,366	311,363
<u>8,239,898</u>	<u>8,904,547</u>	<u>8,857,100</u>	<u>9,430,241</u>	<u>12,043,803</u>	<u>13,239,929</u>
5,633,428	6,499,183	6,865,571	7,876,884	9,445,109	9,063,526
292,821	310,566	277,613	186,512	232,361	585,883
<u>5,926,249</u>	<u>6,809,749</u>	<u>7,143,184</u>	<u>8,063,396</u>	<u>9,677,470</u>	<u>9,649,409</u>
<u>\$ 14,166,147</u>	<u>\$ 15,714,296</u>	<u>\$ 16,000,284</u>	<u>\$ 17,493,637</u>	<u>\$ 21,721,273</u>	<u>\$ 22,889,338</u>
\$ 980,597	\$ 1,368,040	\$ 1,054,985	\$ 1,171,626	\$ 418,702	\$ 583,541
292,725	719,312	432,954	555,380	511,438	556,901
1,744,458	2,994,658	2,360,606	1,746,815	2,711,400	1,932,415
278,743	195,000	230,020	157,323	266,995	196,444
-	-	-	-	-	-
156,819	222,074	188,967	240,508	176,352	4,775
<u>-</u>	<u>751,017</u>	<u>-</u>	<u>-</u>	<u>12,293</u>	<u>3,654,639</u>
<u>\$ 3,453,342</u>	<u>\$ 6,250,101</u>	<u>\$ 4,267,532</u>	<u>\$ 3,871,652</u>	<u>\$ 4,097,180</u>	<u>\$ 6,928,715</u>
5,906,579	6,447,182	6,697,235	8,358,346	8,590,130	10,931,748
316,459	394,310	353,201	396,917	424,186	400,085
<u>1,279,576</u>	<u>808,383</u>	<u>1,710,410</u>	<u>774,433</u>	<u>476,818</u>	<u>33,979</u>
<u>7,502,614</u>	<u>7,649,875</u>	<u>8,760,846</u>	<u>9,529,696</u>	<u>9,491,134</u>	<u>11,365,812</u>
<u>\$ 10,955,956</u>	<u>\$ 13,899,976</u>	<u>\$ 13,028,378</u>	<u>\$ 13,401,348</u>	<u>\$ 13,588,314</u>	<u>\$ 18,294,527</u>
\$ (4,786,556)	\$ (2,654,446)	\$ (4,589,568)	\$ (5,558,589)	\$ (7,946,623)	\$ (6,311,214)
<u>1,576,365</u>	<u>840,126</u>	<u>1,617,662</u>	<u>1,466,300</u>	<u>(186,336)</u>	<u>1,716,403</u>
<u>\$ (3,210,191)</u>	<u>\$ (1,814,320)</u>	<u>\$ (2,971,906)</u>	<u>\$ (4,092,289)</u>	<u>\$ (8,132,959)</u>	<u>\$ (4,594,811)</u>

CITY OF GLENN HEIGHTS, TEXAS

CHANGES IN NET POSITION

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)

	Fiscal Year			
	2015	2016	2017	2018
General Revenues and Other Changes in Net Position				
Governmental activities:				
Taxes				
Property	\$ 3,237,608	\$ 3,544,884	\$ 4,582,246	\$ 5,358,784
Franchise	678,807	521,335	533,253	597,722
Sales and use	515,847	597,531	635,443	658,609
Interest	21,763	30,614	145,931	283,646
Miscellaneous	21,239	43,393	2,579	218,228
Gain on sale	-	-	-	504,920
Transfers	162,079	1,255,883	4,271,557	102,443
Total governmental activities	<u>\$ 4,637,343</u>	<u>\$ 5,993,640</u>	<u>\$10,171,009</u>	<u>\$ 7,724,352</u>
Business-type activities:				
Interest	\$ 2,194	\$ 2,390	\$ 2,991	\$ 27,589
Miscellaneous	567	3,925	1,871	-
Transfers	(162,079)	(1,255,883)	(4,271,557)	(102,443)
Total business-type activities	<u>(159,318)</u>	<u>(1,249,568)</u>	<u>(4,266,695)</u>	<u>(74,854)</u>
Total primary government	<u>\$ 4,478,025</u>	<u>\$ 4,744,072</u>	<u>\$ 5,904,314</u>	<u>\$ 7,649,498</u>
Change in Net Position				
Governmental activities	\$ 705,685	\$ 2,098,238	\$ 2,098,238	\$ 2,811,200
Business-type activities	<u>778,114</u>	<u>374,593</u>	<u>(374,593)</u>	<u>1,617,470</u>
Total primary government	<u>\$ 1,483,799</u>	<u>\$ 2,472,831</u>	<u>\$ 1,723,645</u>	<u>\$ 4,428,670</u>

TABLE 2

Fiscal Year					
2019	2020	2021	2022	2023	2024
\$ 5,827,813	\$ 6,267,189	\$ 7,315,655	\$ 8,319,739	\$ 8,934,919	\$ 9,363,297
650,581	581,890	484,368	622,997	731,228	697,192
641,454	827,365	944,926	1,015,376	1,131,746	1,274,335
435,332	1,063,512	863,722	146,652	848,061	1,207,987
9,566	113,986	205,542	86,986	41,227	147,923
-	-	-	-	103,363	-
308,123	(1,254,287)	36,776	330,003	36,775	(1,658,264)
<u>\$ 7,872,869</u>	<u>\$ 7,599,655</u>	<u>\$ 9,850,989</u>	<u>\$ 10,521,753</u>	<u>\$ 11,827,319</u>	<u>\$ 11,032,470</u>
\$ 27,684	\$ 6,970	\$ 4,199	\$ 3,100	\$ 69,582	\$ 174,691
-	-	-	-	-	-
(308,123)	1,254,287	(36,776)	(330,003)	(36,775)	1,658,264
<u>(280,439)</u>	<u>1,261,257</u>	<u>(32,577)</u>	<u>(326,903)</u>	<u>32,807</u>	<u>1,832,955</u>
<u>\$ 7,592,430</u>	<u>\$ 8,860,912</u>	<u>\$ 9,818,412</u>	<u>\$ 10,194,850</u>	<u>\$ 11,860,126</u>	<u>\$ 12,865,425</u>
\$ 3,086,313	\$ 4,945,209	\$ 5,261,421	\$ 4,963,164	\$ 3,880,696	\$ 4,721,256
1,295,926	2,101,383	1,585,085	1,139,397	(153,529)	3,549,358
<u>\$ 4,382,239</u>	<u>\$ 7,046,592</u>	<u>\$ 6,846,506</u>	<u>\$ 6,102,561</u>	<u>\$ 3,727,167</u>	<u>\$ 8,270,614</u>

CITY OF GLENN HEIGHTS, TEXAS

FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(Modified Accrual Basis of Accounting)

	Fiscal Year			
	2015	2016	2017	2018
General fund				
Nonspendable	\$ 66,974	\$ 49,735	\$ 10,984	\$ 10,152
Restricted	-	235	235	235
Assigned	187,501	-	-	-
Unassigned	<u>1,987,611</u>	<u>2,321,019</u>	<u>1,496,001</u>	<u>1,847,212</u>
Total general fund	<u>\$ 2,242,086</u>	<u>\$ 2,370,989</u>	<u>\$ 1,507,220</u>	<u>\$ 1,857,599</u>
All other governmental funds				
Nonspendable	\$ 1,508	\$ -	\$ -	\$ -
Assigned	264,929	615,072	454,331	156,532
Restricted	2,376,278	18,635,138	23,017,333	24,300,647
Committed	-	-	-	-
Unassigned	<u>(2,012)</u>	<u>(2,692)</u>	<u>(3,824)</u>	<u>(3,604)</u>
Total all other governmental funds	<u>\$ 2,640,703</u>	<u>\$19,247,518</u>	<u>\$23,467,840</u>	<u>\$ 24,453,575</u>

TABLE 3

Fiscal Year					
2019	2020	2021	2022	2023	2024
\$ 155,249	\$ 3,789	\$ 13,812	\$ 219,809	\$ 5,154	\$ 10,000
235	-	-	-	-	-
-	-	-	-	-	-
<u>3,598,848</u>	<u>6,698,384</u>	<u>9,518,530</u>	<u>6,785,669</u>	<u>8,541,761</u>	<u>10,779,600</u>
<u>\$ 3,754,332</u>	<u>\$ 6,702,173</u>	<u>\$ 9,532,342</u>	<u>\$ 7,005,478</u>	<u>\$ 8,546,915</u>	<u>\$ 10,789,600</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
155,210	476,571	561,714	498,312	530,407	172,206
24,041,328	24,911,131	20,183,052	8,184,262	7,802,158	6,435,611
-	-	-	8,105,911	8,656,972	5,832,199
<u>(2,580)</u>	<u>(246)</u>	<u>(172,320)</u>	<u>(157,596)</u>	<u>(164,519)</u>	<u>(24,811)</u>
<u>\$ 24,193,958</u>	<u>\$ 25,387,456</u>	<u>\$ 20,572,446</u>	<u>\$ 16,630,889</u>	<u>\$ 16,825,018</u>	<u>\$ 12,415,205</u>

CITY OF GLENN HEIGHTS, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(Modified Accrual Basis of Accounting)

	Fiscal Year			
	2015	2016	2017	2018
Revenues				
Taxes				
Property	\$ 3,249,251	\$ 3,555,770	\$ 4,651,017	\$ 5,368,045
Franchise	678,807	597,531	635,443	658,609
Sales and use	515,847	521,335	533,253	597,722
Licenses and permits	428,824	1,260,105	737,187	1,244,519
Fines and forfeitures	233,543	234,595	187,737	99,725
Charges for services	470,664	637,856	1,121,789	1,442,344
Intergovernmental	98,011	32,613	50,361	33,723
Impact fees	137,228	362,414	56,430	512,123
Interest	21,763	30,614	145,931	283,646
Contributions	-	101,655	3,854	2,604
Other	15,824	43,005	2,954	218,090
Total revenues	<u>5,849,762</u>	<u>7,377,493</u>	<u>8,125,956</u>	<u>10,461,150</u>
Expenditures				
Current:				
General government	1,069,237	1,400,013	1,758,337	1,600,115
Public safety	3,015,649	3,252,763	3,231,304	3,643,067
Development services	540,501	1,048,121	1,631,342	1,680,147
Parks and recreation	213,359	146,799	207,139	201,094
Economic development	225	-	96,641	10,205
Capital outlay	369,066	563,515	904,059	851,927
Debt service				
Principal retirement	359,649	355,000	645,000	640,000
Interest and service charges	152,535	368,553	567,138	600,924
Total Expenditures	<u>5,720,221</u>	<u>7,134,764</u>	<u>9,040,960</u>	<u>9,227,479</u>
Excess of revenues over (under) expenditures	<u>129,541</u>	<u>242,729</u>	<u>(915,004)</u>	<u>1,233,671</u>
Other Financing Sources (Uses)				
Insurance proceeds	9,135	13,118	-	-
Sale of capital assets	-	-	-	-
Issuance of long-term debt	-	-	13,820,000	-
Bond premium	-	-	1,417,106	-
Issuance of lease	-	725,000	-	-
Transfer in	430,073	2,124,087	5,876,493	988,843
Transfer out	(267,994)	(868,204)	(1,604,936)	(886,400)
Total other financing sources (uses)	<u>171,214</u>	<u>1,994,001</u>	<u>19,508,663</u>	<u>102,443</u>
Net change in fund balances	<u>\$ 300,755</u>	<u>\$ 2,236,730</u>	<u>\$18,593,659</u>	<u>\$ 1,336,114</u>

TABLE 4

Fiscal Year					
2019	2020	2021	2022	2023	2024
\$ 5,826,989	\$ 6,558,611	\$ 7,327,760	\$ 8,291,257	\$ 8,923,656	\$ 9,391,208
641,454	581,890	484,368	622,997	731,228	697,192
650,581	827,365	944,926	1,015,376	1,131,749	1,274,335
1,169,898	2,601,813	1,922,255	1,446,215	1,233,235	673,076
138,101	190,125	226,005	199,113	243,763	240,531
1,538,982	1,511,202	1,626,393	1,735,581	2,043,715	2,248,871
151,476	947,201	120,880	41,109	135,832	3,659,414
574,560	402,705	475,807	323,190	193,170	-
435,332	1,063,512	863,722	146,652	848,061	1,207,987
5,343	3,550	450	129,507	52,813	-
266,381	127,972	134,183	8,023	8,700	128,801
<u>11,399,097</u>	<u>14,815,946</u>	<u>14,126,749</u>	<u>13,959,020</u>	<u>15,545,922</u>	<u>19,521,415</u>
1,753,038	1,741,486	1,921,792	2,155,171	2,683,946	2,641,812
3,872,333	4,130,098	4,120,928	4,274,179	4,888,220	5,908,352
1,637,025	1,503,544	1,802,743	1,839,643	2,101,403	2,726,877
273,368	376,155	235,961	340,614	814,888	934,883
91,317	86,716	5,501	5,082	66,061	34,226
1,661,107	2,155,488	6,566,667	10,254,602	1,907,226	6,301,806
690,000	938,219	1,004,929	1,444,563	1,039,140	1,083,775
745,316	608,112	568,818	522,538	482,134	417,670
<u>10,723,504</u>	<u>11,539,818</u>	<u>16,227,339</u>	<u>20,836,392</u>	<u>13,983,018</u>	<u>20,049,401</u>
<u>675,593</u>	<u>3,276,128</u>	<u>(2,100,590)</u>	<u>(6,877,372)</u>	<u>1,562,904</u>	<u>(527,986)</u>
-	-	-	-	-	-
-	-	-	-	103,363	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	79,073	78,948	32,527	19,122
721,979	-	319,776	5,944,934	1,107,955	1,259,870
<u>(413,856)</u>	<u>-</u>	<u>(283,000)</u>	<u>(5,614,931)</u>	<u>(1,071,180)</u>	<u>(2,918,134)</u>
<u>308,123</u>	<u>-</u>	<u>115,849</u>	<u>408,951</u>	<u>172,665</u>	<u>(1,639,142)</u>
<u>\$ 983,716</u>	<u>\$ 3,276,128</u>	<u>\$ (1,984,741)</u>	<u>\$ (6,468,421)</u>	<u>\$ 1,735,569</u>	<u>\$ (2,167,128)</u>

CITY OF GLENN HEIGHTS, TEXAS**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY****LAST TEN FISCAL YEARS**

Tax Year	Fiscal Year End	Real Property Residential	Real Property Commercial	Real and Tangible Personal Utilities	Tangible Personal Property
2014	2015	\$ 386,358,856	\$ 41,024,850	\$ 13,061,980	\$ 4,480,220
2015	2016	417,562,366	43,292,680	13,624,820	4,632,438
2016	2017	462,526,664	49,856,550	14,025,820	5,178,510
2017	2018	544,884,075	62,342,513	13,581,900	8,458,221
2018	2019	599,588,793	44,905,699	15,977,600	11,381,636
2019	2020	684,463,749	46,379,435	17,480,545	12,159,492
2020	2021	787,452,861	21,399,445	18,773,900	14,430,831
2021	2022	1,123,335,603	59,682,720	21,254,510	14,653,491
2022	2023	1,489,927,548	76,798,404	22,381,960	13,588,135
2023	2024	1,807,160,361	80,933,321	24,070,109	17,695,054

TABLE 5

Inventory	Less: Exempt Property	Total	Total Direct Tax Rate
\$ 2,584,020	\$ (39,463,493)	\$ 408,046,433	79.50%
2,122,890	(35,690,224)	445,544,970	79.50%
2,589,660	(41,678,520)	492,498,684	93.55%
6,338,260	(56,821,738)	578,783,231	88.54%
2,719,930	(49,559,731)	625,013,927	87.92%
15,770,287	(66,312,289)	709,941,219	83.35%
26,085,618	(100,291,987)	767,850,668	80.44%
26,114,590	(176,034,906)	1,069,006,008	76.91%
19,710,045	(261,311,871)	1,361,094,221	63.22%
91,770,069	(377,285,664)	1,644,394,310	56.47%

CITY OF GLENN HEIGHTS, TEXAS

DIRECT AND OVERLAPPING PROPERTY TAX RATES

LAST TEN FISCAL YEARS

City Direct Rates					Overlapping Rates		
Tax Year	Fiscal Year	General	Debt Service	Total Direct	DeSoto ISD	Red Oak ISD	Ellis County
2014	2015	0.683390	0.111610	0.795000	1.470000	1.540000	0.380091
2015	2016	0.682474	0.110926	0.793400	1.460000	1.540000	0.380091
2016	2017	0.682468	0.253062	0.935530	1.490000	1.540000	0.380091
2017	2018	0.670822	0.214612	0.885434	1.490000	1.540000	0.359713
2018	2019	0.663441	0.215740	0.879181	1.490000	1.540000	0.338984
2019	2020	0.649394	0.184129	0.833523	1.528350	1.438350	0.329557
2020	2021	0.641088	0.163342	0.804430	1.529090	1.359200	0.320194
2021	2022	0.636542	0.132604	0.769146	1.388600	1.325600	0.310708
2022	2023	0.532646	0.099565	0.632211	1.258200	1.291000	0.273001
2023	2024	0.481680	0.083049	0.564729	1.072800	1.105600	0.252862

Source: Dallas County and Ellis County Appraisal Districts

TABLE 6

Overlapping Rates				
Ellis County Lateral Road	Dallas County	Dallas County Hospital District	Dallas County Community College District	Dallas County School Equalization Fund
0.033508	0.243100	0.286000	0.124775	0.010000
0.033508	0.243100	0.286000	0.123650	0.010000
0.033508	0.226000	0.261400	0.104000	0.010000
0.033508	0.243100	0.279400	0.124238	0.010000
0.031549	0.243100	0.279400	0.124000	0.010000
0.030976	0.243100	0.269500	0.124000	0.010000
0.030082	0.239740	0.266100	0.124000	0.010000
0.028630	0.227946	0.255000	0.123510	0.010000
0.022866	0.217946	0.235800	0.115899	0.010000
0.196700	0.215718	0.219500	0.110028	-

TABLE 7

CITY OF GLENN HEIGHTS, TEXAS

PRINCIPAL PROPERTY TAXPAYERS

CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2024			2015		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Glenn Heights Community LLC	\$ 30,440,150	1	1.71%			
Oncor Electric Delivery Co	17,603,700	2	0.99%	\$ 9,725,020	1	2.18%
Bloomfield Homes, LP	13,620,650	3	0.76%			
Progress Residential	11,986,069	4	0.67%			
MPSP TC GH MHC, LLC	10,819,470	5	0.61%	1,343,790	10	0.30%
Hi Ho RV Park, LP	5,685,520	6	0.32%			
Bear Creek Investments, LLC	5,087,330	7	0.29%			
YAMASA Co. LTD	4,890,454	8	0.27%			
TGA SC Glenn Heights, LP	4,642,740	9	0.26%			
Hilco Electric Cooperative Inc	3,665,020	10	0.21%			
Delaware Glenn Heights, LLC.				2,850,000	2	0.64%
Margaux Bear Creek				2,046,870	3	0.46%
Anew Properties				1,799,280	4	0.40%
MAHS Inc				1,638,820	5	0.37%
Glenn Heights Bargain Storage				1,496,050	6	0.34%
Sullivan Builders				1,474,270	7	0.33%
EBLA Investment, LP				1,424,350	8	0.32%
Oso Homes, LLC.				1,354,380	9	0.30%
Totals	<u>\$ 108,441,103</u>		<u>6.08%</u>	<u>\$ 25,152,830</u>		<u>5.63%</u>

Source: Dallas County Tax Assessor/ Collector

TABLE 8

CITY OF GLENN HEIGHTS, TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS

LAST TEN FISCAL YEARS

Fiscal Year Ended	Total Tax Levy	Fiscal Year of the Levy		Collections in Subsequent Years ¹	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy ¹
2015	\$ 3,245,256	\$ 3,195,631	98.47%	\$ 65,862	\$ 3,261,493	100.50%
2016	3,543,566	3,538,756	99.86%	62,254	3,601,010	101.62%
2017	4,614,413	4,566,499	98.96%	53,289	4,619,788	100.12%
2018	5,204,909	5,225,672	100.40%	33,744	5,259,416	101.05%
2019	5,803,680	5,751,810	99.11%	43,082	5,794,892	99.85%
2020	6,473,625	6,454,090	99.70%	55,334	6,509,424	100.55%
2021	6,987,139	7,236,531	103.57%	22,253	7,258,784	103.89%
2022	8,223,364	8,210,651	99.85%	12,456	8,223,107	100.00%
2023	8,728,834	8,835,209	101.22%	(24,475)	8,810,734	100.94%
2024	9,287,131	9,291,857	100.05%	-	9,291,857	100.05%

Source: Dallas County Tax Assessor/Collector

¹ Collections in subsequent years include refunds.

CITY OF GLENN HEIGHTS, TEXAS

RATIOS OF OUTSTANDING DEBT BY TYPE

LAST TEN FISCAL YEARS¹

Fiscal Year	Governmental Activities				Business Type Activities		
	General Obligation Bonds²	Certificates of Obligation	Notes Payable	Leases	General Obligation Refunding Bonds	Notes Payable	Leases
2015	\$ -	\$ 3,670,000	\$ -	\$ -	\$ 1,005,000	\$ -	\$ 67,735
2016	12,402,894	3,315,000	-	-	755,000	-	-
2017	12,203,750	2,940,000	-	-	500,000	-	-
2018	12,029,605	2,545,000	-	-	235,000	1,500,000	-
2019	14,234,540	2,130,000	-	-	120,000	1,366,112	-
2020	13,863,685	1,695,000	1,228,877	470,760	-	-	-
2021	13,332,830	1,360,000	1,088,204	401,504	-	2,800,000	-
2022	11,635,000	1,140,000	571,346	328,799	-	2,642,023	-
2023	10,320,000	910,000	481,464	262,898	-	2,481,513	-
2024	9,630,000	670,000	389,867	172,363	-	2,317,075	-

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

¹ See the Schedule of Demographic and Economic Statistics for personal income and population data.

² The General Obligation Bonds are net of applicable premiums & discounts.

N/A: Data not available at the time of this publication

TABLE 9

Total Primary Government	Percentage of Personal Income	Per Capita¹
\$ 4,742,735	N/A	406
16,472,894	N/A	1,410
15,643,750	N/A	1,268
16,309,605	N/A	1,322
17,850,652	N/A	1,347
17,258,322	N/A	1,194
18,982,538	N/A	1,108
16,317,168	N/A	902
14,455,875	N/A	769
13,179,305	N/A	675

CITY OF GLENN HEIGHTS, TEXAS

RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING

LAST TEN FISCAL YEARS

Fiscal Year	<u>General Bonded Debt Outstanding</u>			Less: Amount Available for Debt Service ³	Net General Bonded Debt	Percentage of Estimated Actual Taxable Value of Property ¹	Per Capita ²
	General Obligation Bonds ⁴	Certificates of Obligation	Total				
2015	\$ 1,005,000	\$ 3,670,000	\$ 4,675,000	\$ 23,390	\$ 4,651,610	1.15%	400
2016	13,157,894	3,315,000	16,472,894	34,378	16,438,516	3.70%	1,410
2017	12,703,750	2,940,000	15,643,750	110,852	15,532,898	3.18%	1,268
2018	12,264,605	2,545,000	14,809,605	9,902	14,799,703	2.56%	1,201
2019	14,354,540	2,130,000	16,484,540	129,940	16,354,600	2.64%	1,244
2020	13,863,685	1,695,000	15,558,685	76,032	15,482,653	2.19%	1,076
2021	13,332,830	1,360,000	14,692,830	115,038	14,577,792	1.91%	858
2022	11,635,000	1,140,000	12,775,000	84,811	12,690,189	1.20%	706
2023	10,320,000	910,000	11,230,000	70,862	11,159,138	0.82%	594
2024	9,630,000	670,000	10,300,000	9,902	10,290,098	0.63%	527

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

¹ See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for property value data.

² See the Schedule of Demographic and Economic Statistics for personal income and population data.

³ This is the amount restricted for debt service principal payments.

⁴ This amount is net of applicable premium.

TABLE 11

CITY OF GLENN HEIGHTS

COMPUTATION OF DIRECT AND OVERLAPPING DEBT

SEPTEMBER 30, 2024

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable¹	Estimated Share of Direct and Overlapping Debt
Debt repaid with property taxes			
Dallas Co	\$ 198,645,000	15.06%	\$ 29,915,937
Dallas Co CCD	318,675,000	24.15%	76,960,013
Dallas Co Hosp Dist	527,660,000	39.99%	211,011,234
DeSoto ISD	95,527,238	7.20%	6,877,961
Ellis Co	23,885,000	1.81%	432,319
Red Oak ISD	<u>154,985,000</u>	<u>11.75%</u>	<u>18,210,738</u>
Subtotal - overlapping debt	<u>\$ 1,319,377,238</u>		<u>\$ 343,408,202</u>
City of Glenn Height's direct debt	\$ 10,300,000	<u>100%</u>	<u>\$ 10,300,000</u>
Total direct and overlapping debt			<u>\$ 353,708,202</u>
Total direct and overlapping debt as % of Assessed Value			21.51%
Total direct and overlapping debt per Capita			\$ 18,109

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Glenn Heights. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

Source: Texas Bond Review Board Data Center

¹The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the governmental unit's taxable assessed value that is within the government's boundaries and dividing it by the governmental unit's total taxable assessed value.

CITY OF GLENN HEIGHTS, TEXAS

TAX RATE INFORMATION

LAST TEN FISCAL YEARS

	Fiscal Year				
	2015	2016	2017	2018	2019
Tax Rate Limit	\$ 1.5000	\$ 1.5000	\$ 1.5000	\$ 1.5000	\$ 1.5000
Debt Service Rate	<u>0.112</u>	<u>0.250</u>	<u>0.253</u>	<u>0.215</u>	<u>0.216</u>
Available Tax Rate	<u>\$ 1.3880</u>	<u>\$ 1.2500</u>	<u>\$ 1.2469</u>	<u>\$ 1.2854</u>	<u>\$ 1.2843</u>
Percentage of allowable levy used	7.74%	7.44%	16.87%	14.31%	14.38%

Economic Debt Margin Calculation for Fiscal Year 2024

Assessed Value

Economic debt limit indicator (5% of assessed value)

Annual debt requirement applicable to limit:

General obligation refunding bonds
Certificates of obligation
Less amounts restricted for debt service

Economic debt margin

All taxable property within the City is subject to the assessment, levy, and collection by the City of a continuing, direct annual ad valorem tax sufficient to provide for the payment of principal and interest on all ad valorem tax within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City, and provides for a maximum ad valorem tax rate of \$2.50 per \$100 taxable assessed valuation. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.50 of the \$2.50 maximum tax rate for all general obligation debt service, as calculated at the time of issuance.

TABLE 12

Fiscal Year				
2020	2021	2022	2023	2024
\$ 1.5000	\$ 1.5000	\$ 2.5000	\$ 2.5000	\$ 2.5000
<u>0.184</u>	<u>0.163</u>	<u>0.133</u>	<u>0.099</u>	<u>0.083</u>
<u>\$ 1.3159</u>	<u>\$ 1.3370</u>	<u>\$ 2.3670</u>	<u>\$ 2.4010</u>	<u>\$ 2.4170</u>
12.28%	10.87%	5.30%	3.90%	3.30%
				\$ 1,600,323,580
				80,016,179
			9,630,000	
			670,000	
			<u>9,902</u>	<u>10,309,902</u>
				<u>\$ 69,706,277</u>

TABLE 13

CITY OF GLENN HEIGHTS, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

Calendar Year	Estimated Population ¹	Total Income (Amounts Expressed in Thousands)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴		Unemployment Rate ²
					DeSoto ISD	Red Oak ISD	
2015	11,680	\$ 723,961	\$ 61,983	31.90	9,600	5,800	3.9%
2016	11,680	N/A	N/A	31.90	9,296	5,600	3.7%
2017	12,336	N/A	24,346	32.80	9,872	5,800	4.1%
2018	12,336	N/A	23,346	33.70	10,152	5,985	4.3%
2019	13,250	N/A	24,274	31.00	8,628	6,054	3.5%
2020	14,460	N/A	24,274	31.90	8,700	6,000	7.2%
2021	17,127	N/A	26,543	32.50	7,926	5,987	4.4%
2022	18,090	N/A	28,366	32.50	7,339	6,287	3.3%
2023	18,793	N/A	31,763	33.60	7,339	6,287	3.8%
2024	19,532	N/A	32,706	34.60	5,995	6,592	4.2%

¹North Texas Council of Governments unless otherwise denoted.

²Per Texas Workforce Commission, Dallas-Fort Worth - Arlington Metropolitan Statistical Area

³U. S. Census Bureau, County and City Data Book, Dallas County, Census 2000 and 2010

⁴The City of Glenn Heights is located in both Dallas and Ellis Counties. School children residing in Dallas County are enrolled in the DeSoto Independent School District while those residing in Ellis County are enrolled in Red Oak Independent School District. Data retrieved from Texas Education Agency.

N/A: Data not available at the time of this publication

CITY OF GLENN HEIGHTS, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

2024				
Employer	County	Employees	Rank	Industry
Methodist Charlton Medical Center	Dallas	1763	N/A	Hospitals
FFE Transportation	Dallas	1320	N/A	Long Distance Freight Trucking
DeSoto ISD	Dallas	1095	N/A	Public Education
Capital Title	Dallas	939	N/A	Title Abstract Offices
Red Oak ISD	Ellis	900	N/A	Public Education
Qarbon Aerospace	Ellis	815	N/A	Aerospace Instrument Mfg
American Homestar-LANCASTER LP	Dallas	800	N/A	Mobile Homes-Manufacturers
Kohl's e-Commerce	Dallas	768	N/A	Distributor
Lancaster ISD	Dallas	689	N/A	Public Education
City of DeSoto	Dallas	448	N/A	Government
2015				
Employer	County	Employees	Rank	Industry
Methodist Charlton Medical Center	Dallas	1,000-2,499	N/A	Health Care/social assistance
Swift Transportation	Dallas	1,000-2,499	N/A	Transportation/ warehousing
Wal-Mart Super Center	Ellis	453	N/A	Retail
Wal-Mart Super Center	Dallas	250-499	N/A	Retail
Walgreen's Distribution Center	Ellis	690	N/A	Transportation/ warehousing
Schneider National	Dallas	500	N/A	Transportation/ warehousing
Owens-Corning Fiberglass	Ellis	500-999	N/A	Manufacturing
Home Depot	Dallas	500-999	N/A	Transportation/ warehousing
Ennis, Inc	Ellis	85	N/A	Manufacturing
DART Container Corp	Ellis	651	N/A	Manufacturing

Source: 2024: Various websites & SBDC

Notes: The City of Glenn Heights is located in Dallas County and Ellis County. All of the listed employers are located within a 10-mile radius of the City of Glenn Heights.

CITY OF GLENN HEIGHTS, TEXAS

EMPLOYEES BY FUNCTION

LAST TEN FISCAL YEARS

Function/Program	Fiscal Year				
	2015	2016	2017	2018	2019
Administrative services	7	7	7	7	7
Community services	1	1	1	1	2
Development services	2	2	2	2	6
Police	27	27	22	24	31
Fire	25	26	32	36	19
Financial services	2	2	3	3	3
Municipal services	1	1	1	1	1
Infrastructure	-	-	-	-	1
Total General Fund	<u>65</u>	<u>66</u>	<u>68</u>	<u>74</u>	<u>69</u>
Utility administration	3	3	3	3	3
Water services	11	11	14	14	12
Wastewater services	2	2	3	3	3
Stormwater drainage	3	3	10	10	8
Total Utility Funds	<u>19</u>	<u>19</u>	<u>30</u>	<u>30</u>	<u>26</u>
Total All Funds	<u>84</u>	<u>85</u>	<u>98</u>	<u>104</u>	<u>95</u>

Source: City of Glenn Heights Human Resource Department

TABLE 15

Fiscal Year				
2020	2021	2022	2023	2024
6	6	6.5	6.5	6.5
4	4	5	7	8
5	5	5	5	5
31	29	32	30	30
18	20	17	17	22
3	3	2.5	2.5	2.0
1	1	1	1	1
<u>6</u>	<u>6</u>	<u>4.5</u>	<u>8</u>	<u>8</u>
74	74	74	77	83
3	3	3	4	4
10	10	9	5	5
2	2	1.5	2	2
<u>4</u>	<u>4</u>	<u>4</u>	<u>3</u>	<u>3</u>
19	18	18	14	14
<u>92</u>	<u>92</u>	<u>91</u>	<u>91</u>	<u>97</u>

CITY OF GLENN HEIGHTS, TEXAS

OPERATING INDICATORS BY FUNCTION

LAST TEN FISCAL YEARS

<u>Function/Program</u>	Fiscal Year				
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Development services:					
Planning:					
Zoning cases	4	4	4	6	4
Plats/replats	5	5	5	7	5
Development contacts	9	9	9	11	13
Building inspections:					
Permits issued	1,358	604	604	616	1,625
Inspections	1,302	414	414	422	1,614
Emergency services:					
Police administration:					
Administrative calls	920	1,011	1,011	1,031	N/A
Reports prepared	2,522	2,682	2,682	2,736	N/A
Community relations programs initiated	15	15	15	7	N/A
Police Calls for Service	N/A	N/A	N/A	N/A	N/A
Police Traffic Stops	N/A	N/A	N/A	N/A	N/A
Police Arrests-Individual	N/A	N/A	N/A	N/A	N/A
Animal Control Calls	N/A	N/A	N/A	N/A	N/A
Code Enforcement Calls	N/A	N/A	N/A	N/A	N/A
Fire administration:					
Fire calls	233	329	329	446	421
EMS calls	961	931	931	919	1,037
Code enforcement:					
Vehicle related violations	N/A	N/A	N/A	N/A	215
Nuisance violations	N/A	N/A	N/A	N/A	194
Environmental violations	N/A	N/A	N/A	N/A	2
Sign violations	N/A	N/A	N/A	N/A	12
Other ordinance violations	N/A	N/A	N/A	N/A	1,240
Court summons/citations	69	N/A	N/A	N/A	24
Animal control:					
Animals impounded	174	337	337	N/A	N/A
Animal registrations	9	58	58	N/A	N/A
Calls for service	520	625	625	N/A	N/A
Court summons/citations	7	81	81	N/A	N/A

TABLE 16

Fiscal Year				
2020	2021	2022	2023	2024
7	7	N/A	5	14
9	9	N/A	6	10
17	17	N/A	N/A	N/A
1,882	1,882	1,437	1,123	920
3,819	3,819	3,069	2,686	1706
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	17,426	17,897	18,934
N/A	N/A	3,370	4,564	5,287
N/A	N/A	380	356	435
N/A	N/A	2,028	2,675	2,816
N/A	N/A	52	30	122
461	495	513	582	506
1,006	1,273	1,331	1249	1049
84	84	2	2	N/A
139	139	5	5	N/A
2	2	-	-	N/A
28	28	-	-	N/A
2,187	2,187	2	2	N/A
39	39	-	-	N/A
N/A	345	281	334	N/A
N/A	1	N/A	27	N/A
N/A	1,311	1,280	380	N/A
N/A	36	76	84	N/A

CITY OF GLENN HEIGHTS, TEXAS

OPERATING INDICATORS BY FUNCTION

LAST TEN FISCAL YEARS

<u>Function/Program</u>	Fiscal Year				
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Financial services:					
Finance:					
Accounts payable					
invoices processed	3,321	2,080	2,080	2,080	4,646
Payrolls processed	26	26	26	26	34
Annual budget document	1	1	1	1	1
Monthly financial reports	12	12	12	12	12
Municipal court:					
New cases filed	2,098	1,850	1,850	N/A	2,218
Warrants issued	1,232	1,150	1,150	N/A	N/A
Completed cases	971	777	777	N/A	1,519
Warrants cleared	886	840	840	N/A	278
Utility administration:					
Customers serviced	53,991	57,492	57,492	58,642	63,017
Late notices	12,513	12,548	12,548	12,799	12,956
Cut-offs	1,648	1,150	1,150	1,173	1,561
Municipal services:					
Streets:					
Days of street					
paving or re-paving	29	29	29	29	N/A
Days of ROW maintenance	30	30	30	30	N/A
Days of ROW Trash Collection	N/A	N/A	N/A	N/A	N/A
Days of pothole repairs	50	50	50	50	N/A
Wastewater services:					
Maintain lift					
stations (weekly checks)	52	52	52	52	52

Source: Various City Departments

TABLE 16

Fiscal Year				
2020	2021	2022	2023	2024
3,854	3,786	4,019	4,019	4,417
28	34	28	28	26
1	1	1	1	1
12	12	12	12	12
2,540	1,984	1,955	1,906	2,283
N/A	1,925	1,389	1,551	120
2,834	2,531	1,757	2,025	1,068
233	1,009	1,122	793	307
67,240	67,240	77,816	81,392	81,770
6,523	6,523	11,749	14,618	9,361
1,020	1,020	542	1,154	1,339
N/A	N/A	N/A	N/A	9
N/A	N/A	N/A	N/A	81
N/A	N/A	N/A	N/A	249
N/A	N/A	N/A	N/A	32
52	52	52	52	52

CITY OF GLENN HEIGHTS, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTION

LAST TEN FISCAL YEARS

<u>Function/Program</u>	Fiscal Year				
	2015	2016	2017	2018	2019
Public Safety:					
Police stations	1	1	1	1	1
Fire Stations	1	1	1	1	1
Public works:					
Streets - paved (miles)	47	47	47	47	47
Parks and recreation:					
Parks	3	3	3	3	3
Playgrounds	2	2	2	2	2
Water and sewer:					
Water mains (miles)	57	57	57	57	57
Overhead storage tanks	1	1	1	1	1
Ground storage tanks	3	3	3	3	3
Sanitary sewers (miles)	43	43	43	43	43
Number of lift stations	3	3	3	3	3

Source: Various City Departments

TABLE 17

Fiscal Year				
2020	2021	2022	2023	2024
1	1	1	1	1
1	1	1	1	1
47	47	47	47	47
3	3	3	3	3
2	2	2	2	2
57	57	57	57	57
1	1	1	1	1
3	3	3	3	3
43	43	43	43	43
3	3	3	3	3

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CITY OF GLENN HEIGHTS, TEXAS
SINGLE AUDIT REPORT
SEPTEMBER 30, 2024

CITY OF GLENN HEIGHTS, TEXAS

TABLE OF CONTENTS

SEPTEMBER 30, 2024

**Page
Number**

Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Audit Standards</i>	1 – 2
Independent Auditor’s Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance in Accordance with the Uniform Guidance	3 – 5
Schedule of Expenditures of Federal Awards	6
Notes to Schedule of Expenditures of Federal Awards.....	7
Schedule of Findings and Questioned Costs.....	8 - 9
Summary Schedule of Prior Audit Findings.....	10

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Members
of the City Council and Citizens
City of Glenn Heights, Texas

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Glenn Heights, Texas (the "City") as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated October 1, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we identified certain deficiencies in internal control, described in the accompanying Schedule of Findings and Questioned Costs as items 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque

City of Glenn Heights, Texas' Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
October 1, 2025



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH
THE UNIFORM GUIDANCE**

Honorable Mayor and Members
Of the City Council and Citizens
City of Glenn Heights, Texas

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Glenn Heights, Texas' (the "City") compliance with the types of compliance requirements identified as subject to audit in the (OMB) *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended September 30, 2024. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon, dated October 1, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
October 1, 2025

CITY OF GLENN HEIGHTS, TEXAS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Federal Grantor/Pass-through Grantor/ Program Title	Assistance Listing Number	Pass-through Entity Identifying Number	Federal Expenditures
<u>U. S. Department of Housing and Urban Development</u>			
Passed through the County of Dallas, State of Texas:			
Community Development Block Grants/Entitlement Grants	14.218	N/A	\$ 695,039
Total Passed through the County of Dallas, State of Texas			695,039
Total U.S. Department of Housing and Urban Development			695,039
<u>U. S. Department of Treasury</u>			
Passed through the Texas Division of Emergency Management:			
American Rescue Plan Act	21.027	N/A	2,841,447
Total Texas Division of Emergency Management			2,841,447
Total U.S. Department of Treasury			2,841,447
Total Expenditures of Federal Awards			\$ 3,536,486

The accompanying notes are an integral part of this schedule.

CITY OF GLENN HEIGHTS, TEXAS

**NOTES TO SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS**

FOR THE YEAR ENDED SEPTEMBER 30, 2024

BASIS OF ACCOUNTING

The Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting. The modified accrual basis of accounting is described in Note I of the basic financial statements. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some of the amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

BASIS OF PRESENTATION

The Schedule of Expenditures of Federal Awards presents the activity of all applicable federal awards programs of the City. The City's reporting entity is defined in Note I of the basic financial statements. Federal awards received directly from federal agencies, as well as awards passed through other government agencies, are included on the Schedule of Expenditures of Federal Awards.

INDIRECT COSTS

The City has elected not to use the de minimis indirect cost rate as allowed in the Uniform Guidance.

PASS-THROUGH EXPENDITURES

None of the federal programs expended by the City were passed through to subrecipients.

CITY OF GLENN HEIGHTS, TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Summary of Auditor's Results

Financial Statements:

Type of auditor's report issued	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	Yes
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	None

Federal Awards:

Internal control over major programs:	
Material weakness(es) identified?	None
Significant deficiency(ies) identified?	None reported
Type of auditor's report issued on compliance for major programs	Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) of Uniform Guidance?	None
--	------

Identification of major programs:

Assistance Listing Number: 21.027	Name of Federal Program: American Rescue Plan Act
Dollar threshold used to distinguish between type A and type B programs for federal single audit:	\$750,000
Auditee qualified as low-risk auditee for federal single audit?	No

Findings Relating to the Financial Statements Which are Required to be Reported in Accordance With Generally Accepted Government Auditing Standards

2024-001

Findings and Questioned Costs for Federal Awards

None noted

CITY OF GLENN HEIGHTS, TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

Finding 2024-001 - Material Weakness

Criteria

Management is responsible for establishing and maintaining an effective system of internal control over financial reporting. This system ensures the accuracy, completeness, reliability, and timeliness of financial reporting. In addition, according to 2 CFR 200.512(b), an auditee must submit the Data Collection Form and reporting package to the Federal Audit Clearinghouse within nine months of yearend or 30 days after the issuance of the audit report, whichever is earlier.

Condition

Some of the information needed to complete the audit was not available in a timely manner due to a difficult Enterprise Resource Planning (ERP) software conversion. The City missed the Data Collection Form submission deadline.

Effect

The financial statements were issued more than one year after fiscal year end.

Recommendation

We recommend that the City strengthen its internal controls related to financial reporting to ensure necessary documentation is available in a timely manner.

Management's Response

The City agrees with the recommendation. We will implement a formal process for tracking and ensuring timely preparation of yearend adjustments and documents needed to complete the audit.

CITY OF GLENN HEIGHTS, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

FOR THE YEAR ENDED SEPTEMBER 30, 2024

None



To the Honorable Mayor and Members
of the City Council and Citizens
City of Glenn Heights, Texas

We have audited the financial statements of the City of Glenn Heights, Texas (the "City"), as of and for the year ended September 30, 2024, and have issued our report thereon dated October 1, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated December 11, 2024, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding material weaknesses in internal control over financial reporting noted during our audit in separate letters dated October 1, 2025.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, and, as appropriate, our firm have complied with all relevant ethical requirements regarding independence.

As a part of the engagement, we assisted in preparing the financial statements, schedule of expenditures of federal awards, and related notes in conformity with U.S. generally accepted accounting principles and related notes in accordance with the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services were not conducted in accordance with *Government Auditing Standards*.

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In order to reduce threats to our independence caused by these nonattest services to an acceptable level, we applied certain safeguards. These safeguards include a concurring review, which is a review of the financial statements and key audit areas which is performed by an individual who has adequate experience in audits of local governments, but who was not involved in this audit engagement. The concurring reviewer serves as an evaluator of the performance of the engagement team and the nonattest services provided.

In addition, management assumed responsibility for the financial statements, schedule of expenditures of federal awards, and related notes to the financial statements and any other nonaudit services we provided. Management acknowledged, in the management representation letter, our assistance with the preparation of the financial statements and related notes and that these items were reviewed and approved prior to their issuance and accepted responsibility for them. Further, the nonaudit services were overseen by an individual within management that has the suitable skill, knowledge, or experience; evaluated the adequacy and results of the services; and accepted responsibility for them.

Significant Risks Considered

We have considered the following significant risks during our audit process, which required special audit consideration. None of the specific risks below have resulted in a significant matter, finding, or issue.

<u>Significant Risk Considered</u>	<u>Reasoning for Special Audit Consideration</u>
Management override of controls	The risk that members of management could circumvent well-designed and effective internal controls.
New finance software	The City's implementation of a new Enterprise Resource Planning (ERP) system midyear increased the risk of errors in transactions and opening balances.

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note I to the financial statements. As described in the notes to the financial statements, during the year, the County changed its method of accounting for accounting changes by adopting Governmental Accounting Standards Board (GASB) Statement No. 100, Accounting Changes and Error Corrections-an amendment of GASB Statement No. 62. The adoption of this standard did not result in a restatement of beginning balances, but new note disclosures were required. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. The most sensitive accounting estimates affecting the financial statements are:

- Management's estimate of the useful lives of capital assets is based on the expected lifespan of the asset in accordance with standard guidelines. We evaluated the key factors and assumptions used to develop the estimate of useful lives in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.
- Management's estimate of the allowance for uncollectible property taxes is based on historical collections. We evaluated the key factors and assumptions used to develop the allowance for uncollectible property taxes in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.

- Management's estimate of the allowance for uncollectible court fines is based on historical collections. We evaluated the key factors and assumptions used to develop the allowance for uncollectible court fines in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.
- Management's estimate of the allowance for uncollectible EMS receivable is based on historical collections. We evaluated the key factors and assumptions used to develop the allowance for EMS revenues in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.
- Management's estimate of the net pension asset, pension expense, total OPEB liabilities, and OPEB expense are based on actuarial assumptions, which are determined by the demographics of the plan and future projections that the actuary makes based on historical information of the plan and the investment market. We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to the City's net pension asset and total OPEB liability. The disclosures in the financial statements are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. No such circumstances exist.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated October 1, 2025.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the City, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

Other Information Included in the Annual Comprehensive Financial Report

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the City's Annual Comprehensive Financial Report, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have read the other information and considered whether a material inconsistency exists between the other information and the financial statements, or if the other information otherwise appears to be materially misstated.

Our responsibility also includes communicating to you any information that we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

New Accounting Standards

Significant new accounting standards issued by the Governmental Accounting Standards Board (GASB) not yet implemented by the City include the following:

GASB Statement No. 101, *Compensated Absences* - The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement will become effective for reporting periods beginning after December 15, 2023, and the impact has not yet been determined.

GASB Statement No. 102, *Certain Risk Disclosures* - The objective of this Statement is to provide users of government financial statements with information about risks related to a government's vulnerabilities due to certain concentrations or constraints that is essential to their analyses for making decisions or assessing accountability. This Statement will become effective for reporting periods beginning after June 15, 2024, and the impact has not yet been determined.

GASB Statement No. 103, *Financial Reporting Model Improvements* - The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This Statement also addresses certain application issues. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

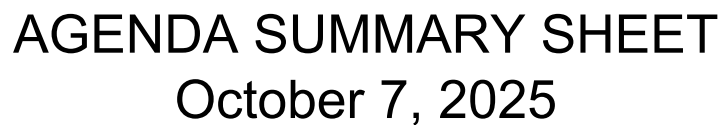
GASB Statement No. 104, *Disclosure of Certain Capital Assets* - The objective of this Statement is to provide users of government financial statements with essential information about certain types of capital assets. This Statement requires certain types of capital assets to be presented separately in the note disclosures, including right-to-use assets related to leases, Subscription- Based Information Technology Arrangements, and public-private or public-public partnerships. Other intangible assets are also required to be presented separately by major class. Additional disclosures have also been required for capital assets held for sale. This Statement will become effective for reporting periods beginning after June 15, 2025, and the impact has not yet been determined.

Restriction on Use

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
October 1, 2025



Discussion regarding possible amendments to Article 3.20, Rental Registration Program. (Mayor Sonja A. Brown)

[illegible]

ARTICLE 3.20

RENTAL REGISTRATION PROGRAM

§ 3.20.001. General.

The city recognizes a need for a residential rental property registration and inspection program within the city to ensure compliance with city and state life safety, health, fire, and zoning codes and to further provide a means to encourage both absentee and local landlords to correct violations and to maintain their residential rental property in a safe and habitable condition for tenants. (Ordinance O-03-16 adopted 3/1/16)

§ 3.20.002. Definitions.

For the purpose of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Building. Any structure having a roof that is built, maintained, or intended for use for the shelter or enclosure of persons, animals, or property of any kind.

Building official. The building official, or his/her designee, for the City of Glenn Heights, Texas.

City. The City of Glenn Heights, Texas, including all areas within its corporate limits.

City council. The city council of the City of Glenn Heights, Texas.

City manager. The city manager for the City of Glenn Heights, Texas, or his/her designee.

Dwelling. Any enclosed space wholly or partly used or intended to be used for human habitation, living, sleeping, cooking, eating, and sanitation and shall include any outhouse or appurtenance belonging thereto.

Dwelling unit. A room or group of rooms located within a dwelling forming a single habitable unit with facilities used or intended to be used by a single family for human occupancy such as living, sleeping, cooking, and eating purposes.

Family. One or more persons related by blood, adoption or marriage, living and cooking together as a single housekeeping unit. A number of persons, but not exceeding two, living and cooking together as a single housekeeping unit, though not related by blood, adoption or marriage, shall be deemed to constitute a family.

Landlord. Any person who leases, barters, or rents a rental unit to another.

Manufactured home. A structure, transportable in one or more sections, which in the traveling mode is 8 body feet (2438 body mm) or more in width or 40 body feet (12 192 body mm) or more in length, or, when erected on site, is 320 square feet (30 m2) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems contained therein. This term shall include any structure that meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary (HUD) for such homes. For the purpose of this article, a mobile home shall be considered a manufactured home.

Multifamily rental unit. A multifamily structure containing three or more dwelling units located

on a single lot designed to be occupied by three or more families living independently of one another, excluding hotels or motels.

Owner. Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Person. An individual, corporation, business trust, estate, trust, partnership or association, two or more persons having a joint interest, or any other legal or community entity.

Property manager. The owner or the person appointed or hired by the owner to be responsible for the daily operation of a rental unit.

Rent. The offering, holding out or actual leasing of a rental unit to a person other than the owner and generally involves the payment of an amount of money as consideration for the right to occupy the rental unit, although other forms of consideration or no consideration at all may be involved.

Rental unit. A single-family dwelling, two-family dwelling (duplex), and/or a multifamily dwelling, or portion thereof that is rented or offered for rent as a residence.

Single-family dwelling. A freestanding building or manufactured home on one lot occupied by not more than one family.

Tenant. Any person who rents or leases a rental unit for living or dwelling purposes.

Two-family dwelling (duplex). A freestanding building or manufactured home on one lot, having separate accommodations for and occupied by not more than two families, one family in each dwelling unit.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.003. Building official, power and duties.

The building official is hereby designated as the administrator of the provisions of this article. In addition to the powers and duties otherwise prescribed for the building official, as administrator of this article, the building official shall have the authority to:

- (1) Administer and enforce all provisions of this article.
- (2) Keep records of all licenses issued.
- (3) Adopt rules and regulations, not inconsistent with the provisions of this article, with respect to the form and content of application for registration, the investigation of applicants, and other matters incidental or appropriate to his powers and duties as may be necessary for the proper administration and enforcement of the provisions of this article.
- (4) Conduct periodic inspections of residential rental properties throughout the city to ensure compliance with this article and all other city ordinances and state laws related to the purpose and/or enforcement of this article.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.004. Registration required.

- (a) Each owner of a rental unit within the city shall register each such rental unit with the city in accordance with procedures contained in this article. A separate registration shall be required for each rental unit for each registration. Every owner of a rental unit as of the date of adoption of this article shall complete an initial registration application and pay an initial registration fee on or before May 1, 2016.
- (b) Unless otherwise provided in this section, each owner of a rental unit within the city shall make application for registration with the city and schedule an inspection of said rental unit with the building official within thirty (30) days after the date of acquiring ownership of a rental unit or within thirty (30) days after the date an owner of a dwelling unit converts the dwelling unit into a rental unit.
- (c) Application for rental registration shall be made upon a form provided by the city for such purpose, and shall include, at a minimum, the following information:
 - (1) Owner's name, address, and work and home telephone number, driver's license number, or identification card number and state of issuance of the owner;
 - (2) If owner is a partnership, the names of all partners, the principal business address, and telephone number of each partner;
 - (3) If owner is a corporation, the person registering must state whether the corporation is organized under the laws of this state or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the main individual in charge of the local office of such corporation, if any, and the names of all officers and directors or trustees of such corporation, and, if a foreign corporation, the place of incorporation;
 - (4) Name, address and telephone number of the property manager or person having the authority to act on behalf of the owner;
 - (5) Street address of the rental unit; and
 - (6) Signature of the owner or owner's agent.
- (d) The city shall, within thirty (30) days after receipt of the registration application, either issue a certificate of registration or notify the owner that the application does not comply with the requirements of this article.
- (e) Unless otherwise provided in this article, a certificate of registration shall be valid for each rental unit until such time as there is a change in ownership for that unit. A change in ownership shall be deemed to have occurred upon any of the following:
 - (1) Any change in the individual ownership of the unit;
 - (2) Any change in the ownership of any entity(s) in whose name(s) the current registration for the unit is issued;
 - (3) Where the unit is managed by a property manager, upon any change in the individual

property manager and/or the property manager's ownership; or

- (4) Upon the dissolution of any entity(s) having ownership over the unit or upon said entity:
 - (A) Petitioning for reorganization under the Bankruptcy Code;
 - (B) Being adjudged bankrupt; or
 - (C) Becoming insolvent or having a receiver appointed due to the insolvency.
- (f) A nonrefundable registration fee in an amount set forth in appendix A of this code shall be paid to the city by the owner with at the same time as the registration application for each rental unit is submitted to the city.
- (g) Any registration fee required to be paid under this article shall be deemed late if received by the city after the due date established by the article and/or the building official, as the case may be, and the owner shall be required to submit a nonrefundable late registration fee in an amount set forth in appendix A of this code.
- (h) A nonrefundable inspection fee in an amount set forth in appendix A of this code shall be paid to the city by the owner for the inspection of each rental unit at the same time the registration fee is paid. A certificate of registration shall not be issued for a rental unit until the registration and inspection fees for the unit are paid in full to the city. The inspection fee shall be required under this article regardless of whether an inspection occurs and regardless of whether the owner or tenant has denied the building official access to the rental unit to complete the inspection.
- (i) No rental unit may be occupied by a tenant without first having a valid certificate of registration. It is an offense for an owner of a rental unit within the city to permit or allow a tenant to occupy any rental unit without first being issued a valid certificate of registration for the rental unit in accordance with this article. If an owner is required to register more than one rental unit, the owner's failure to register any individual rental unit shall constitute a separate offense. Each and every day that the owner continues to fail to register a rental unit within the city shall also constitute a separate offense.
- (j) It shall further be unlawful for any person to file a false rental registration application with the city.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.005. Change of ownership registration.

- (a) A certificate of registration issued under section 3.20.004 shall remain in effect until such time as a change of ownership occurs in the manner defined in section 3.20.004(e).
- (b) Upon a change of ownership, the new owner of each rental unit shall complete a change of ownership registration application for each unit in the manner provided by this article and deliver the same together with all applicable registration and inspection fees to the building official's office within thirty (30) days of the change in ownership. A change in ownership registration application submitted after thirty (30) days following the change of ownership shall be considered a late registration and the owner shall pay to the city a nonrefundable late

registration fee in an amount set forth in appendix A of this code.

- (c) The building official shall not be required to send notice to an owner for a change of ownership registration required under this section.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.006. Inspection required upon change in occupancy.

- (a) The owner shall provide written notice to the building official upon each and every change in occupancy. A change in occupancy shall mean a change in all tenants occupying a rental unit. The notice required by this section shall clearly indicate whether there was a change in tenant(s) or whether the rental unit was vacated by the previous tenant(s) and is presently unoccupied.
- (b) An inspection of the rental unit shall be required upon the city's receipt of written notice of a change in occupancy required to be submitted pursuant to subsection (a) above. Inspections required under this section shall be performed in the same manner as and in accordance with the applicable inspection procedures established by this article for the rental unit.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.007. Single, two-family dwellings and manufactured home inspections.

- (a) The building official shall annually inspect the exterior of a single-family, two-family or manufactured home rental unit to determine compliance with applicable state and local laws. The building official shall provide written notice of the date and time that the exterior inspection will be conducted. Upon request and/or consent of the owner if the rental unit is vacant, or tenant(s) if the rental unit is occupied, the building official may conduct an inspection of the interior of a rental unit.
- (b) If the owner or tenant fails to make the exterior of the rental unit available for inspection, the building official may conduct the inspection from the public right-of-way. If the owner or tenant does not provide consent for the inspection and the building official must enter onto the property to conduct the inspection, the building official shall be required to obtain a warrant in the manner provided by subsection (c) below prior to entry on the property.
- (c) The building official or his agent shall enforce the provisions of this article upon presentation of proper identification to the owner or tenant in charge of any rental unit and with the owner or tenant's permission, may inspect the rental unit in accordance with this section between the hours of 8:00 a.m. and 6:00 p.m. The building official's authority to conduct both exterior and interior inspections is subject to all limitations provided in state and federal law. If entry is refused by the owner or any occupant or if consent to enter the rental unit could not be obtained, the building official is authorized to seek a warrant permitting the building official's entry pursuant to Vernon's Ann. Texas C.C.P. art. 18.05, as the same may be amended from time to time. Any warrant issued will constitute authority for the building official to enter upon and inspect the premises described therein.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.008. Multifamily inspections.

- (a) The building official shall inspect all building exteriors, all exterior and interior common areas of multifamily rental units to determine compliance with applicable state and local laws on an annual basis and at any other time(s) necessary to ensure compliance with this article. Upon request and/or consent of the owner if the rental unit is vacant, or tenant(s) if the rental unit is occupied, the building official may conduct an inspection of the interior of a rental unit.
- (b) Within thirty (30) days after the annual registration of a multifamily rental unit, the owner of the unit shall request the building official to conduct an inspection and shall make the unit available for inspection by the building official as provided in subsection (a) above. The owner and the building official shall agree on a reasonable date and time for the required inspection. Upon each inspection by the building official, all building exteriors, all exterior common areas, interior common areas and all other inspected premises of the multifamily rental unit shall be in compliance with all applicable state laws and local ordinances.
- (c) The building official or his agent shall enforce the provisions of this article upon presentation of proper identification to the owner or tenant in charge of any rental unit and with the owner or tenant's permission, may inspect the rental unit in accordance with this section between the hours of 8:00 a.m. and 6:00 p.m. The building official's authority to conduct interior inspections is subject to all limitations provided in state and federal law. If entry is refused by the owner or any occupant or if consent to enter the rental unit could not be obtained, the building official is authorized to seek a warrant permitting the building official's entry pursuant to Vernon's Ann. Texas C.C.P. art. 18.05, as the same may be amended from time to time. Any warrant issued will constitute authority for the building official to enter upon and inspect the premises described therein.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.009. Penalty.

- (a) It shall be unlawful for any person to be in violation of any provisions of this article.
- (b) Any person, who shall violate a provision of this article, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by law and, upon conviction, shall be punished by a fine not to exceed five hundred dollars (\$500.00) for each offense. Each day that a violation continues shall constitute a separate offense.
- (c) Unless otherwise specified in this article, no culpable mental state is required for the commission of an offense under this article.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.010. Enforcement.

- (a) Nothing in this article shall prohibit the city from enforcing any administrative, civil and/or criminal enforcement remedies concurrently herewith or availing itself of any other remedy allowed by law in connection with the administration or enforcement of this article.
- (b) The city may refuse to provide city utility service and/or approve an application for city utility service for a multifamily rental unit that is vacant at the time a registration application is required to be submitted for the unit until such time as the application is approved by the

city and all applicable fees are paid.

- (c) The city may initiate termination of city utility services, or place a hold on reconnecting or reinstituting utility services that have been terminated, as the case may be, to or for a dwelling unit that is substandard, or unfit for human habitation by certifying, in writing, that the dwelling unit or property is substandard or unfit for human habitation. Upon initiating a utility termination or hold, the city shall promptly notify the owner by written notice. The owner may appeal the request by serving the building official with a written notice of appeal within 5 days from the date the notice was mailed. Upon receipt of a timely appeal, the building official shall promptly review the owner's written notice of appeal for sufficiency and shall provide the owner with written information describing the appeal process. The city's determination upon appeal shall be in all things final and the owner shall not be entitled to further appeal under this subsection.

(Ordinance O-03-16 adopted 3/1/16)

ARTICLE 3.20
RENTAL REGISTRATION PROGRAM

§ 3.20.001. General.

The city recognizes a need for a residential rental property registration and inspection program within the city to ensure compliance with city and state life safety, health, fire, and zoning codes and to further provide a means to encourage both absentee and local landlords to correct violations and to maintain their residential rental property in a safe and habitable condition for tenants.

- (a) A Residential Rental Certificate of Occupancy (RRCO) is Required. In addition to annual registration, it shall be unlawful for any person to own, operate, manage, or maintain a residential rental unit or portion thereof, or to offer for occupancy thereof, without a current and valid RRCO having been issued for said property by the City, or to violate any other requirement of this Article. Any person owning, operating, managing, or maintaining a residential rental unit(s) shall obtain an RRCO for each separate unit prior to offering that unit for rent.
- (b) RRCO Issuance, Renewal, and Expiration. An RRCO shall be required for each residential rental property offered under lease and/or occupancy upon the effective date of this Article and shall be in full compliance on or before .For residential rental properties, offered leased or occupied for rent after the effective date, an RRCO shall be obtained prior to occupancy.
 - (1) All RRCO's shall expire with the change of tenant.
 - (2) An applicant for an RRCO shall file a written application with the City upon a form provided for that purpose. The application shall be signed by the owner or his/her designated and authorized representative. Should an applicant own more than one residential rental property at more than one location, a separate application shall be filed for each rental unit. The following information shall be required in the application:
 - (A) Address of property
 - (B) Name of tenant and all other residents of the rental property;
 - (C) Acknowledgment by property owner (or property manager) and tenant of receipt of copy of this "Residential Rental Property Ordinance" as a condition to receiving and maintaining an RRCO.
 - (3) The Administrator, or designee, may, at any time, require additional relevant information of the owner or property manager to clarify items on the application and to assure compliance with this Section.
 - (4) Upon a change of tenant of residential property, a new RRCO shall be obtained before the new tenant may occupy the property. An RRCO Fee shall be charged for the issuance of an RRCO.
- (c) RRCO Fees. The fee for an RRCO, reinstatement of an RRCO, or renewal and other fees provided for in this ordinance shall be \$_____.
- (d) Replacement and Transferability. A replacement RRCO may be issued for one lost, destroyed, or mutilated upon application on a form provided by the City. A replacement RRCO shall have

the word "Replacement" stamped across its face and shall bear the same number as the one it replaces.

- (1) A residential rental property RRCO is not assignable or transferable.
 - (2) The form of the RRCO shall be prepared by the Administrator.
 - (3) The RRCO shall be held by the owner, and a second copy shall be kept on the premises.
- (e) **Standards of Maintenance.** In addition to the requirements set forth in this Article, all exterior and interior residential rental properties, whether occupied or vacant, shall be maintained as set forth in subsection (g) hereof.
- (f) **Maintenance Responsibility.**
 - (1) The owner of any property in the City, whether vacant or occupied, shall be responsible for the maintenance of all structures, equipment, appliances, and accessories to the property in compliance with all applicable ordinances and permit requirements in force in the City.
 - (2) No owner shall permit the occupancy of property that is not in a safe and sanitary condition, or that does not comply with all ordinances and permit requirements in force in the City.
 - (3) The owner shall be responsible for paying all abatement fees, taxes, and liens assessed on the property.
 - (4) The owner shall notify the City of any eviction notice issued to a tenant. Furthermore, the owner shall provide, to the city, a plan for the clean-up and removal of personal items from the property 24 hours after the eviction and shall be responsible for such clean-up and removal.
 - (5) Tenants of any property shall be responsible for keeping the interior and exterior of the property in a clean, orderly, and sanitary condition as provided in this Article and other applicable city ordinances and adopted codes.
 - (6) No tenant or owner shall willfully or wantonly, or by neglect or negligence, damage, deface, or destroy any part of the property or cause or allow to exist any condition detrimental to safety or sanitation or in violation of any ordinance.
 - (7) In the event of any dispute between owner and tenant, or when the tenant is absent, unwilling, or unable to correct the violations, the property owner shall be held responsible for compliance with all ordinances that affect the property.
 - (8) All exterior areas of residential rental units and the interior of every structure shall be kept clean and free from any accumulation of rubbish, trash, debris, filth, or garbage.
- (g) **Inspections During Occupancy.** Upon the request of a tenant, the Administrator may inspect a property for structural, electrical, mechanical, or plumbing problems, ceiling leaks, smoke detector checks, and insect or rodent infestation. The owner or landlord has thirty (30) days to correct or repair any inspection failures or deficiencies.

§ 3.20.002. Definitions.

For the purpose of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Administrator means the department(s) or division(s) of the City designated by the City Manager to administer and enforce the provisions of this Ordinance and any person or persons designated by such a department or division to represent the department or division for said purpose.

Building. Any structure having a roof that is built, maintained, or intended for use for the shelter or enclosure of persons, animals, or property of any kind.

Building official. The building official, or his/her designee, for the City of Glenn Heights, Texas.

~~City. The City of Glenn Heights, Texas, including all areas within its corporate limits.~~

~~City council. The city council of the City of Glenn Heights, Texas.~~

~~City manager. The city manager for the City of Glenn Heights, Texas, or his/her designee.~~

Dwelling. Any enclosed space wholly or partly used or intended to be used for human habitation, living, sleeping, cooking, eating, and sanitation and shall include any outhouse or appurtenance belonging thereto.

Dwelling unit. A room or group of rooms located within a dwelling forming a single habitable unit with facilities used or intended to be used by a single family for human occupancy such as living, sleeping, cooking, and eating purposes.

~~Family. One or more persons related by blood, adoption or marriage, living and cooking together as a single housekeeping unit. A number of persons, but not exceeding two, living and cooking together as a single housekeeping unit, though not related by blood, adoption or marriage, shall be deemed to constitute a family.~~

Landlord. Any person who leases, barter, or rents a rental unit to another.

~~Manufactured home. A structure, transportable in one or more sections, which in the traveling mode is 8 body feet (2438 body mm) or more in width or 40 body feet (12 192 body mm) or more in length, or, when erected on site, is 320 square feet (30 m2) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein. This term shall include any structure that meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary (HUD) for such homes. For the purpose of this article, a mobile home shall be considered a manufactured home.~~

~~Multifamily rental unit. A multifamily structure containing three or more dwelling units located on a single lot designed to be occupied by three or more families living independently of one another, excluding hotels or motels.~~

Owner. Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Person. An individual, corporation, business trust, estate, trust, partnership or association, two or

more persons having a joint interest, or any other legal or community entity.

Property manager. The owner or the person appointed or hired by the owner to be responsible for the daily operation of a rental unit.

Rent. The offering, holding out or actual leasing of a rental unit to a person other than the owner and generally involves the payment of an amount of money as consideration for the right to occupy the rental unit, although other forms of consideration or no consideration at all may be involved.

~~Rental unit. A single-family dwelling, two-family dwelling (duplex), and/or a multifamily dwelling, or portion thereof that is rented or offered for rent as a residence.~~

Residential Rental unit means a single-family dwelling, two-family dwelling (duplex) or townhouse, or any portion thereof, that is rented or offered for rent for periods of 30 days or more.

Single-family dwelling. A freestanding building or manufactured home on one lot occupied by not more than one family.

Tenant. Any person who rents or leases a rental unit for living or dwelling purposes.

Townhouse means a single-family unit constructed in a group of three or more attached units separated by property lines in which each unit extends from foundation to roof and with a yard or public way on at least two sides.

Two-family dwelling (duplex). A freestanding building or manufactured home on one lot, having separate accommodations for and occupied by not more than two families, one family in each dwelling unit.

(Ordinance O-03-16 adopted 3/1/16)

§ 3.20.003. Building official, power and duties.

The building official is hereby designated as the administrator of the provisions of this article. In addition to the powers and duties otherwise prescribed for the building official, as administrator of this article, the building official shall have the authority to:

- (1) Administer and enforce all provisions of this article.
- (2) Keep records of all licenses issued.
- (3) Adopt rules and regulations, not inconsistent with the provisions of this article, with respect to the form and content of application for registration, the investigation of applicants, and other matters incidental or appropriate to his powers and duties as may be necessary for the proper administration and enforcement of the provisions of this article.
- (4) Conduct periodic inspections of residential rental properties throughout the city to ensure compliance with this article and all other city ordinances and state laws related to the purpose and/or enforcement of this article.

§ 3.20.004. Registration required.

- (a) Each owner of a rental unit within the city shall register each such rental unit with the city in accordance with procedures contained in this article. A separate registration shall be required for each rental unit for each registration. Every owner of a rental unit as of the date of adoption of this article shall complete an initial registration application and pay an initial registration fee on or before May 1, 2016.

- (b) Unless otherwise provided in this section, each owner of a rental unit within the city shall make application for registration with the city and schedule an inspection of said rental unit with the building official within thirty (30) days after the date of acquiring ownership of a rental unit or within thirty (30) days after the date an owner of a dwelling unit converts the dwelling unit into a rental unit.
- (c) Application for rental registration shall be made upon a form provided by the city for such purpose, and shall include, at a minimum, the following information:
 - (1) Owner's name, address, and work and home telephone number, driver's license number, or identification card number and state of issuance of the owner;
 - (2) If owner is a partnership, the names of all partners, the principal business address, and telephone number of each partner;
 - (3) If owner is a corporation, the person registering must state whether the corporation is organized under the laws of this state or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the main individual in charge of the local office of such corporation, if any, and the names of all officers and directors or trustees of such corporation, and, if a foreign corporation, the place of incorporation;
 - (4) Name, address and telephone number of the property manager or person having the authority to act on behalf of the owner;
 - (5) Name, address, and telephone number of mortgagee (if there is a mortgage against property);
 - (6) Street address of the rental unit; and
 - (7) Maximum number of persons that the unit is designed to occupy as determined by the current adopted International Residential Code and current adopted International Property Maintenance Code, as amended; and
 - (8) Signature of the owner or owner's agent.
- (d) The city shall, within thirty (30) days after receipt of the registration application, either issue a certificate of registration or notify the owner that the application does not comply with the requirements of this article.
- (e) Unless otherwise provided in this article, a certificate of registration shall be valid for each rental unit until such time as there is a change in ownership for that unit. A change in ownership shall be deemed to have occurred upon any of the following:
 - (1) Any change in the individual ownership of the unit;
 - (2) Any change in the ownership of any entity(s) in whose name(s) the current registration for the unit is issued;
 - (3) Where the residential rental unit is managed by a property manager, upon any change in the individual property manager and/or the property manager's ownership; or
 - (4) Upon the dissolution of any entity(s) having ownership over the unit or upon said entity:
 - (A) Petitioning for reorganization under the Bankruptcy Code;

- (B) Being adjudged bankrupt; or
- (C) Becoming insolvent or having a receiver appointed due to the insolvency.

~~(f) A nonrefundable registration fee in an amount set forth in appendix A of this code shall be paid to the city by the owner with at the same time as the registration application for each rental unit is submitted to the city.~~

The initial, nonrefundable Registration Fee for all registration applications made on or prior to _____, \$_____ for each residential unit and paid to the City at the same time as the application is filed. The initial, nonrefundable Registration Fee for all registration applications made after _____, shall be \$_____ for each residential unit and paid to the City at the same time as the application is filed. Registration applications must be renewed annually. The annual renewal Registration Fee shall be \$_____.

- (g) Any registration fee required to be paid under this article shall be deemed late if received by the city after the due date established by the article and/or the building official, as the case may be, and the owner shall be required to submit a nonrefundable late registration fee in an amount set forth in appendix A of this code.
- ~~(h) A nonrefundable inspection fee in an amount set forth in appendix A of this code shall be paid to the city by the owner for the inspection of each rental unit at the same time the registration fee is paid. A certificate of registration shall not be issued for a rental unit until the registration and inspection fees for the unit are paid in full to the city. The inspection fee shall be required under this article regardless of whether an inspection occurs and regardless of whether the owner or tenant has denied the building official access to the rental unit to complete the inspection.~~
- (i) No rental unit may be occupied by a tenant without first having a valid certificate of registration. It is an offense for an owner of a rental unit within the city to permit or allow a tenant to occupy any rental unit without first being issued a valid certificate of registration for the rental unit in accordance with this article. If an owner is required to register more than one rental unit, the owner's failure to register any individual rental unit shall constitute a separate offense. Each and every day that the owner continues to fail to register a rental unit within the city shall also constitute a separate offense.
- (j) It shall further be unlawful for any person to file a false rental registration application with the city.

§ 3.20.005. Change of ownership registration.

~~(a) A certificate of registration issued under section 3.20.004 shall remain in effect until such time as a change of ownership occurs in the manner defined in section 3.20.004(e).~~

- (a) An RRCO issued under Section _____ shall remain in effect until such time as:
 - (1) a change of ownership occurs in any manner defined in Section _____ (e)
 - (2) the RRCO is revoked for non-payment of fees as explained in Section _____(c) of this ordinance;
 - (3) the RRCO is revoked for violation of this Ordinance as explained in Section _____ of this Ordinance; or _____ of this Ordinance; or

- (4) the expiration of one year from issuance if items I, 2, or 3 above do not apply.
- ~~(b) Upon a change of ownership, the new owner of each rental unit shall complete a change of ownership registration application for each unit in the manner provided by this article and deliver the same together with all applicable registration and inspection fees to the building official's office within thirty (30) days of the change in ownership. A change in ownership registration application submitted after thirty (30) days following the change of ownership shall be considered a late registration and the owner shall pay to the city a nonrefundable late registration fee in an amount set forth in appendix A of this code.~~
- ~~(c) The building official shall not be required to send notice to an owner for a change of ownership registration required under this section.~~

The Administrator shall not be required to send notice to an owner for a change of ownership registration required under this Section ----

- (d) No person shall make connections from a utility, source of energy, power, or water to any rental unit regulated by this code and requiring a Certificate of Registration until they are in compliance with this Article.
- (e) This Article does not apply to:
- (5) Owner-occupied residential rental units; or
- (6) Rental units regulated by another ordinance or zoning code of the City.

§ 3.20.006. Inspection required upon change in occupancy.

- (a) The owner shall provide written notice to the building official upon each and every change in occupancy. A change in occupancy shall mean a change in all tenants occupying a rental unit. The notice required by this section shall clearly indicate whether there was a change in tenant(s) or whether the rental unit was vacated by the previous tenant(s) and is presently unoccupied.
- (b) An inspection of the rental unit shall be required upon the city's receipt of written notice of a change in occupancy required to be submitted pursuant to subsection (a) above. Inspections required under this section shall be performed in the same manner as and in accordance with the applicable inspection procedures established by this article for the rental unit.

§ 3.20.007. Single, two-family (Duplex) dwellings and Townhouse Inspections ~~manufactured home inspections.~~

- (a) The Administrator, in addition to any other applicable requirement of this Article, may inspect the interior and exterior of a residential rental unit to determine compliance with applicable state and local laws including, but not limited to, the current adopted International Residential Code and the current adopted International Property Maintenance Code, as amended. The Administrator or agent may provide written notice of the date and time that the inspection will be conducted. Upon request and/or consent of the owner if the residential rental unit is vacant, or tenant(s) if the unit is occupied, the Administrator may conduct an inspection of the interior of a residential rental unit.

~~The building official shall annually inspect the exterior of a single family, two family or manufactured home rental unit to determine compliance with applicable state and local laws.~~

~~The building official shall provide written notice of the date and time that the exterior inspection will be conducted. Upon request and/or consent of the owner if the rental unit is vacant, or tenant(s) if the rental unit is occupied, the building official may conduct an inspection of the interior of a rental unit.~~

- (b) The Administrator or designee shall enforce the provisions of this Article upon presentation of proper identification to the owner or tenant in charge of any residential rental unit and, with the owner or tenant in charge of any residential unit and, with the owner or tenant's permission, may inspect the rental unit in accordance with this Section between the hours of 8:00 am and 5:00 pm. The Administrator's authority to conduct both exterior and interior inspections is subject to all limitations provided in state and federal law. If entry is refused by the owner or any occupant, or if consent to enter the rental unit could not be obtained, the Administrator is authorized to seek a warrant permitting the Administrator's entry pursuant to Vernon's Ann. Texas C.C.P. Art. 18.05, as the same may be amended from time to time. Any warrant issued will constitute authority for the Administrator to enter upon and inspect the premises described therein.

~~If the owner or tenant fails to make the exterior of the rental unit available for inspection, the building official may conduct the inspection from the public right-of-way. If the owner or tenant does not provide consent for the inspection and the building official must enter onto the property to conduct the inspection, the building official shall be required to obtain a warrant in the manner provided by subsection (c) below prior to entry on the property.~~

- ~~(c) The building official or his agent shall enforce the provisions of this article upon presentation of proper identification to the owner or tenant in charge of any rental unit and with the owner or tenant's permission, may inspect the rental unit in accordance with this section between the hours of 8:00 a.m. and 6:00 p.m. The building official's authority to conduct both exterior and interior inspections is subject to all limitations provided in state and federal law. If entry is refused by the owner or any occupant or if consent to enter the rental unit could not be obtained, the building official is authorized to seek a warrant permitting the building official's entry pursuant to Vernon's Ann. Texas C.C.P. art. 18.05, as the same may be amended from time to time. Any warrant issued will constitute authority for the building official to enter upon and inspect the premises described therein.~~

~~§ 3.20.008. Multifamily inspections.~~

- ~~(a) The building official shall inspect all building exteriors, all exterior and interior common areas of multifamily rental units to determine compliance with applicable state and local laws on an annual basis and at any other time(s) necessary to ensure compliance with this article. Upon request and/or consent of the owner if the rental unit is vacant, or tenant(s) if the rental unit is occupied, the building official may conduct an inspection of the interior of a rental unit.~~
- ~~(b) Within thirty (30) days after the annual registration of a multifamily rental unit, the owner of the unit shall request the building official to conduct an inspection and shall make the unit available for inspection by the building official as provided in subsection (a) above. The owner and the building official shall agree on a reasonable date and time for the required inspection. Upon each inspection by the building official, all building exteriors, all exterior common areas, interior common areas and all other inspected premises of the multifamily rental unit shall be in compliance with all applicable state laws and local ordinances.~~
- ~~(c) The building official or his agent shall enforce the provisions of this article upon presentation of proper identification to the owner or tenant in charge of any rental unit and with the owner~~

~~or tenant's permission, may inspect the rental unit in accordance with this section between the hours of 8:00 a.m. and 6:00 p.m. The building official's authority to conduct interior inspections is subject to all limitations provided in state and federal law. If entry is refused by the owner or any occupant or if consent to enter the rental unit could not be obtained, the building official is authorized to seek a warrant permitting the building official's entry pursuant to Vernon's Ann. Texas C.C.P. art. 18.05, as the same may be amended from time to time. Any warrant issued will constitute authority for the building official to enter upon and inspect the premises described therein.~~

Sec. ____ : Enforcement; Violations and Penalties.

- (a) Any person who violates any provision of this ordinance is guilty of a misdemeanor which, upon conviction, shall be punishable by a fine not to exceed five hundred dollars (\$500.00). However, a fine for the violation of a provision of this chapter that governs safety, zoning, or public health and sanitation shall be punishable by a fine not to exceed two thousand dollars (\$2,000.00). Each day that an unmitigated violation of this ordinance is committed, continued, or permitted shall constitute a separate, punishable offense. Property owners found to be guilty of a misdemeanor violation as described above may have their RRCO revoked for the unit(s) affected until all violations are resolved to the satisfaction of the Administrator.
- (b) Nothing in this Article shall preclude the City's pursuit of any and all other remedies allowed under civil and criminal statutes, and in equity, to address situations and conditions which are treated in this Article, under the theory of public nuisance or public health and safety. Neither shall the city be required, nor prohibited, to issue criminal citations before, after, or during any proceeding prescribed in this Article. Specifically, in addition to provisions of this article, the City asserts full authority to exercise its right to remedies under all provisions of the Texas Local Government Code, including, but not limited to, Chapter 54, Subchapter B, Municipal Health and Safety Ordinances, in prosecution of civil suits for enforcement, injunctive relief, and civil penalties to remedy conditions of public concern described in this article.

~~§ 3.20.009. Penalty.~~

- ~~(a) It shall be unlawful for any person to be in violation of any provisions of this article.~~
- ~~(b) Any person, who shall violate a provision of this article, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by law and, upon conviction, shall be punished by a fine not to exceed five hundred dollars (\$500.00) for each offense. Each day that a violation continues shall constitute a separate offense.~~
- ~~(c) Unless otherwise specified in this article, no culpable mental state is required for the commission of an offense under this article.~~

~~§ 3.20.010. Enforcement.~~

- ~~(a) Nothing in this article shall prohibit the city from enforcing any administrative, civil and/or criminal enforcement remedies concurrently herewith or availing itself of any other remedy allowed by law in connection with the administration or enforcement of this article.~~

- ~~(b) The city may refuse to provide city utility service and/or approve an application for city utility service for a multifamily rental unit that is vacant at the time a registration application is required to be submitted for the unit until such time as the application is approved by the city and all applicable fees are paid.~~
- ~~(c) The city may initiate termination of city utility services, or place a hold on reconnecting or reinstituting utility services that have been terminated, as the case may be, to or for a dwelling unit that is substandard, or unfit for human habitation by certifying, in writing, that the dwelling unit or property is substandard or unfit for human habitation. Upon initiating a utility termination or hold, the city shall promptly notify the owner by written notice. The owner may appeal the request by serving the building official with a written notice of appeal within 5 days from the date the notice was mailed. Upon receipt of a timely appeal, the building official shall promptly review the owner's written notice of appeal for sufficiency and shall provide the owner with written information describing the appeal process. The city's determination upon appeal shall be in all things final and the owner shall not be entitled to further appeal under this subsection.~~

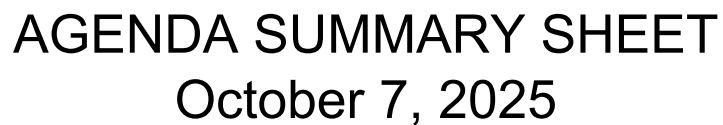
Sec. ____: Joint and several liability for violations.

The owner, agent, lessee, and any other person in control of a residential rental unit shall be jointly and severally liable for a violation of this Article.

Sec. ____: Appeals.

An owner, tenant, or other person or entity affected by the enforcement of this Article may appeal the enforcement decision of the Administrator, including but not limited to the denial of a residential rental registration application or certificate of occupancy, to the Building Appeals and Advisory Board. Any such appeal must be made in writing and within fifteen (15) calendar days following the date of the enforcement action or decision of the Administrator. The decision of the Building Appeals and Advisory Board shall be final.

Sec. ____ to ____: Reserved for expansion.



Discussion and take action to approve Resolution R-32-25, nominating candidates for election to the Board of the Directors of the Dallas Central Appraisal District. (Brandi Brown, City Secretary)

[illegible]

DALLAS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS



OCTOBER 7, 2025

BRANDI BROWN

CITY SECRETARY

Overview



This Agenda Item will allow City Council to **nominate 2 candidates to be placed on the Election Ballot for the Dallas Central Appraisal District Board of Directors** for the year 2026.

The Board of Directors has the following primary responsibilities:

- Adopt the appraisal district's annual operating budget and bi-annual reappraisal plan
- Contract for necessary services
- Hire a chief appraiser
- Appoint a taxpayer liaison officer
- Make general policy on the appraisal district's operation.

Eligibility



- Person must have **resided** in the appraisal district for at least two years immediately preceding the date the individual takes office.
- Person may not be an **employee** of a taxing unit served by the appraisal district, but may be an elected official or a member of the governing body.
- A person may not be appointed if related within the **second degree of consanguinity or affinity** to either an appraiser who appraiser property for use in the appraisal district's appraisal review board proceedings or a tax representative who represents taxpayers for compensation before the appraisal district's appraisal review board.
- A person may not have **delinquent taxes** for more than 60 days after the date the person knew or should have known of the delinquency.

Additional Information



Term: For 2026, two (2) appointed members will begin serving a four-year term

Meetings: Not yet set for 2026, but 7 have been set for 2025.

Compensation: Directors may not receive a salary, per diem, or other compensation. They are reimbursed for reasonable and necessary expenses incurred in the performance of a director's duties if included in the appraisal district budget.

Additional Information



Last Nominated

- Shaunte Allen (2021)

Expressed Interest in Serving:

- Not provided

Next Steps



Before October 15th: City Council will submit candidate(s) name(s) (with bio) to the chief appraiser

Before December 15th: City Council will vote by Resolution and submit to the Chief Appraiser

Before December 31st: The Chief Appraiser will deliver the Election results to the Governing Body

QUESTIONS



COMMENTS



**Dallas Central
Appraisal District**

Date: August 13, 2025

To: Sonja Brown., Mayor, City of Glenn Heights | sonja.brown@glennheightstx.gov
Sent Via Email

From: Shane Docherty, Executive Director/Chief Appraiser

Re: Election/Appointment of Two Members to Board of Directors of the Dallas Central Appraisal District
Number of Votes Allocated To: Glenn Heights is 2

This letter is to notify the Taxing Entities that it is time to start the process to appoint two members on the Dallas Central Appraisal District Board of Directors whose terms will expire on December 31, 2025. Please read the following information, particularly the deadline dates.

OVERVIEW

Section 6.0301 of the Texas Property Tax Code provides that an appraisal district in a populous county shall be governed by a board of nine (9) directors composed of both appointed and elected directors. Five (5) of the directors are to be appointed by the taxing units that participate in the district in the manner as previously prescribed by Section 6.03 of the Tax Code (the “levy method”), and three (3) directors are to be elected by majority vote at the general election for state and county officers by the voters of the county in which the district is established. The County tax assessor-collector serves as a voting ex office member.

Effective January 1, 2025, the five (5) appointed board of directors were elected according to Tax Code Section 6.03, or the “Levy Method”. The five directors appointed by the taxing units typically serve staggered four-year terms beginning on January 1st of every other even-numbered year. To provide for the transition for the staggered terms, two (2) directors were appointed to serve a term of one year, and three (3) directors were appointed to serve a term of three years. Thereafter, all appointed directors serve four-year staggered terms (starting with 2026 and 2028). **Following the 2024 election, the Chief Appraiser in conjunction with the taxing unit appointed/levy elected directors drew lots to determine which two (2) directors were to serve a term of one year. The two directors holding the one-year terms are Kevin Carbo, Sr. - Place 4 and Pauline Medrano – Place 5, whose terms will expire December 31, 2025.**

Therefore, a taxing unit appointment/levy election is required for Place 4 and Place 5. The two newly appointed members will serve a 4-year term, 2026-2029. Looking forward, the next taxing unit appointment election will take place in 2027 to appoint the three members whose terms expire on December 31, 2027.

The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled (two). There are 2,000 total votes to be allocated based on each taxing unit's tax levy as compared to the total levy for all taxing units. Each taxing unit eligible to vote and participate in the appointment process may nominate up to two candidates for the Dallas CAD Board of Directors.

PROCESS

This letter is the first step in this process whereby the Chief Appraiser is to calculate the voting entitlement of each taxing unit that is entitled to vote and notify the county judge and each county commissioner, the presiding officer of each city/town, city manager or city secretary, the presiding officer of each school district and the school district superintendent, the presiding officer of the college district, the college president, chancellor or other chief executive officer of the college district. **In addition to your taxing unit's votes being provided in the Subject line of this memo, I have included an attachment showing the number of votes that each county, city, school district and college district are entitled.**

The **next step** is the nomination of the candidates. A taxing unit is not required to submit nominations, but if it chooses to do so, **the nomination may be made only by a resolution** adopted by the governing body and submitted to the Chief Appraiser **before October 15, 2025**. For your convenience, a sample resolution for nomination is included with this notification. Please include the full name and address of each candidate nominated in the resolution.

It is advisable to provide each individual being considered for nomination with a copy of the attached Nominee Information Questionnaire for them to complete. The Questionnaire will provide information to the taxing unit and help ensure the nominee meets the eligibility requirements for a Board of Director position. The nominated candidate should submit a biography or resume for reference by all vote entitled taxing units in determining and casting their votes on the ballot.

The Chief Appraiser will, before October 30, prepare and submit a ballot of the timely submitted nominees to each taxing unit that is eligible to vote. The governing body of each taxing unit entitled to vote shall submit a resolution casting its votes to the Chief Appraiser **before December 15** (the day before December 15 is a Friday, December 12th so the resolution is due on or before December 12, 2025). The governing body of the taxing unit entitled to vote may cast all of its votes for one candidate or distribute them among the candidates for any number of the director positions. The Chief Appraiser will then count the votes and declare the two candidates who received the largest cumulative votes as elected and submit the results before December 31, 2025 to each of the taxing unit and to the candidates.

CALENDAR/DEADLINES

Below is the calendar for the appointment process as prescribed by Texas Property Tax Code Section 6.03.

Before October 1: In accordance with Texas Property Tax Code Section 6.03(d) and (e), the chief appraiser shall calculate the number of votes to which each taxing unit other than a conservation and reclamation district [i.e. special district] is entitled and shall deliver written notice to each of those units of its voting entitlement before October 1, 2024 (normally of each odd-number year).

Before October 15: In accordance with the Texas Property Tax Code Section 6.03 (g) each taxing unit entitled to vote shall submit a resolution for the nominees for the board positions.

Before October 30: In accordance with Texas Property Tax Code Section 6.03 (j) the Chief Appraiser shall prepare a ballot listing the nominated candidates and deliver the ballot to the taxing units eligible to vote.

Before December 15 (the day before December 15 is a Friday, December 12th so the resolution is due on or before December 12, 2025): In accordance with Texas Property Tax Code Section 6.03 (k) each taxing unit that is entitled to vote shall determine its vote by resolution and submit the same to the Chief Appraiser.

Before December 31: In accordance with Texas Property Tax Code Section 6.03 (k) the Chief Appraiser will count the votes, declare the two candidates who received the largest cumulative vote totals elected, and submit the results to each taxing unit in the District and to the candidates.

The two (2) candidates who receive the largest cumulative vote totals are elected and the candidate who receives the largest cumulative votes is elected to Place 4 and the candidate who receives the second largest cumulative votes is elected to Place 5. The chief appraiser will resolve any tie votes by a method of chance.

QUALIFICATIONS

In order to qualify, an appointed member must be a resident of Dallas County and shall have resided in Dallas County for at least two years prior to the date such person takes office (January 1, 2026) and must satisfy the following:

Section 6.035 of the Tax Code provides that an individual is ineligible to serve on an appraisal district board of directors and is disqualified from employment as chief appraiser if the individual is related within the second degree by consanguinity (blood) or affinity (marriage), as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.

Similarly, an individual is ineligible to serve on an appraisal district board of directors and is disqualified from employment as chief appraiser if the individual owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless: (A) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02 of the Tax Code; or (B) a suit to collect the delinquent taxes is deferred or abated under Sections 33.06 or 33.065 of the Tax Code.

Per Section 6.035 of the Tax Code, an individual is also ineligible to serve on the board of directors of an appraisal district if the individual:

- (1) has served as a member of the board of directors for all or part of five terms, unless:
 - (A) the individual was the county assessor-collector at the time the individual served as a board member; or
 - (B) the appraisal district is established in a county with a population of less than 120,000;
- (2) has engaged in the business of appraising property for compensation for use in proceedings under this title at any time during the preceding three years;
- (3) has engaged in the business of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years; or
- (4) has been an employee of the appraisal district at any time during the preceding three years.

An individual who is otherwise eligible to serve on the board is not ineligible because of membership on the governing body of a taxing unit. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district. (Section 6.0301, Tax Code).

An individual is not eligible to be a candidate for, to be appointed to, or to serve on the board of directors of an appraisal district if the individual or a business entity in which the individual has a substantial interest is a party to a contract with 1) the appraisal district; or 2) a taxing unit that participates in the appraisal district, if the contract relates to the performance of an activity governed by Title 1 of the Tax Code. (Section 6.036(a), Tax Code, effective July 1, 2024.)

NEW REQUIREMENT

Also, due to new legislation passed in the 89th Texas Legislature, House Bill 148, Texas Tax Code Section 6.0302 provides that an individual may not be appointed to or be a candidate for appointment to an appointive position on the Board of Director of the Appraisal District unless the individual has signed the acknowledgement prescribed by Texas Property Tax Code Section 6.0302 (c) and has submitted the signed acknowledgement to the chief appraiser. Therefore, any individuals that are to be nominated must sign the attached Acknowledgement of Director's Duties and submit the same to the Dallas Central Appraisal District, Shane Docherty, Chief Appraiser/Executive Director, 2949 N. Stemmons Freeway, Dallas, Texas 75247-6195, before such individual's name may be placed on the Ballot. Therefore, this signed Acknowledgement MUST BE SUBMITTED/DELIVERED to the chief appraiser before October 15, 2025.

If you have any questions about this process, please contact Deputy Chief Appraiser, Cheryl Jordan, at DCADelections@dcad.org or by phone 214-819-2312, her direct line, or 214-631-0520, DCAD's main number.

Enclosure/Attachment: Acknowledgment of Director Duties; Sample Nomination Resolution; Nominee Questionnaire; Voting Entitlement List

"ACKNOWLEDGMENT OF DUTIES OF MEMBER OF APPRAISAL DISTRICT BOARD OF DIRECTORS

"I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

- "(1) establishing the appraisal district office;
- "(2) hiring a chief appraiser;
- "(3) adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
- "(4) adopting a new budget if voting taxing units disapprove of the initial budget;
- "(5) determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
- "(6) notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
- "(7) appointing a person to fill a vacancy in an elective position on the board;
- "(8) electing a chairman and a secretary of the board at the first meeting each year;
- "(9) holding board meetings at least quarterly;
- "(10) developing and implementing policies regarding reasonable access to the board;
- "(11) preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
- "(12) notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
- "(13) in populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
- "(14) annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
- "(15) referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;
- "(16) developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
- "(17) making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
- "(18) having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
- "(19) designating the appraisal district depository biennially;
- "(20) receiving resolutions from voting taxing units disapproving of board actions;
- "(21) adhering to Local Government Code requirements for purchasing and entering into contracts;
- "(22) providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
- "(23) adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records; and
- "(24) adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex parte communication requirements.

"Furthermore, I recognize that the board does not appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors."

Date: _____

Signature

Name: _____
(please print)

RESOLUTION NO. ____

A RESOLUTION OF THE {insert governing body e.g., city council, school board, commissioners} OF THE {insert name of jurisdiction} NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS OF DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, Texas Property Tax Code Sections 6.03(e) and 6.03(g) provides that each taxing unit entitled to vote may nominate by resolution up to two (2) candidates to become a member of the Board of Directors to be submitted to the Chief Appraiser before October 15, 2025;

NOW, THEREFORE, BE IT RESOLVED BY THE {insert governing body e.g., city council, school board, commissioner} OF THE {insert name of jurisdiction}:

SECTION 1. That the {insert governing body e.g., city council, school board, commissioner} of {inset name of the jurisdiction}, does hereby nominates the following persons as a candidate for election to the Board of Directors of the Dallas Central Appraisal District:

- 1.
- 2.

SECTION 2. That this Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the {insert the name of the governing body} of the {insert the name of the jurisdiction}, on this the ____ day of ____, 2025.

NAME OF JURISDICTION

MAYOR/PRESIDENT/COUNTY JUDGE

ATTEST:

Nominee Information Questionnaire Dallas Central Appraisal District Board of Directors

Your name has been submitted by a Dallas Central Appraisal District Taxing Unit as a candidate for the Dallas CAD Board of Directors. Please provide the following information and feel free to attach any additional information. **The form must be returned by October 15, 2025.**

Name

Home Address/City/Zip

Cell Phone

E-mail

1. Are you a resident of Dallas County? **Yes/No**
 - a. If yes, have you resided in Dallas County for at least two years immediately preceding the beginning of this term (January 1, 2026)?
2. Are you an elected official or member of a governing body of a taxing unit in Dallas County? **Yes/No**
 - a. If yes, which taxing unit? _____
3. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Dallas County? **Yes/No**
 - a. If yes, which taxing unit? _____
 - b. When? _____
4. Are you related to an individual who is engaged in the business of appraising property for compensation for use in proceedings under the Texas Property Tax Code? **Yes/No**
 - a. If yes, please list the degree of relation. _____
5. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**
6. Are you currently, or have you ever served as a voting member of the Dallas CAD Board of Directors? **Yes/No**

If yes, what years have you served? _____
7. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? **Yes/No**
8. Have you ever been engaged in the business of **Yes/No**

representing property owners for compensation in the proceedings under the Property Tax Code in Dallas County in the last three years?

9.

Are you, or have you ever been an employee of Dallas CAD?
a. If yes, year(s) you were employed? _____

Yes/No
10.

Do you directly or through a business entity have substantial interest in a contract with Dallas CAD or a taxing unit that participates in the District?
a. If yes, please list: _____

Yes/No
11.

Please give a brief statement on why you would be interested in serving on the Dallas Central Appraisal District Board of Directors.

12.

Please list any additional information you believe would be beneficial for the Dallas County Taxing Units to know about you.

Return to: Your Nominating Taxing Unit or
Cheryl Jordan - Dallas Central Appraisal District
2949 N. Stemmons Freeway
Dallas, TX 75247
DcadElections@dcad.org

Dallas Central Appraisal District 2025 Calculation of Taxing Unit Votes for Board of Directors Per Texas Property Tax Code Section 6.03(d)

SUPPLEMENTAL #09-2024 EVR DATED 09/4/2024 FOR TAX YEAR 2024 FOR ALL ENTITIES

ENTITY	2024 Taxable Value As of 09-2024 Supplemental	2024 Tax Rate	2024 Estimated Taxes Imposed	Taxing Unit Percentage of Total Taxes Imposed	1,000 Multiplier	Round	Multiply by Number of Directors (2)	2025 Taxing Unit Voting Entitlement	Taxing Unit Percentage of Total Votes (Yellow Highlight ≥ 5%) TPTC 6.03(k-1)
COUNTYWIDE ENTITIES									
Dallas County	\$416,443,435,417	0.215500	\$897,435,603	10.86226%	108.62262	109	218	218	11%
Dallas College	426,915,850,533	0.105595	\$450,801,792	5.45635%	54.56355	55	110	110	5%
GRAND TOTAL OF COUNTYWIDE	\$843,359,285,950		\$1,348,237,396	16.31862%	163.18616	163	328	328	
CITIES									
Addison	\$6,473,963,723	0.609822	\$39,479,655	0.47785%	4.77849	5	10	10	0%
Balch Springs	2,058,989,412	0.794629	\$16,361,327	0.19803%	1.98032	2	4	4	0%
Carrollton	10,309,498,743	0.538750	\$55,542,424	0.67227%	6.72267	7	14	14	1%
Cedar Hill	6,537,656,328	0.636455	\$41,609,241	0.50362%	5.03624	5	10	10	0%
Cockrell Hill	233,643,105	0.695086	\$1,624,021	0.01966%	0.19657	0	0	0	0%
Combine	27,826,346	0.350000	\$97,392	0.00118%	0.01179	0	0	0	0%
Coppell	11,461,852,683	0.458632	\$52,567,724	0.63626%	6.36262	6	12	12	1%
Dallas	204,668,252,776	0.704700	\$1,442,297,177	17.45708%	174.57085	175	350	350	17%
DeSoto	7,870,705,758	0.684934	\$53,909,140	0.65250%	6.52498	7	14	14	1%
Duncanville	3,942,984,246	0.614834	\$24,242,808	0.29343%	2.93427	3	6	6	0%
Farmers Branch	9,979,772,798	0.543500	\$54,240,065	0.65650%	6.56504	7	14	14	1%
Ferris	31,223,641	0.534800	\$166,984	0.00202%	0.02021	0	0	0	0%
Garland	26,599,868,293	0.689746	\$183,471,528	2.22068%	22.0678	22	44	44	2%
Glenn Heights	986,790,869	0.565015	\$5,575,516	0.06748%	0.67484	1	2	2	0%
Grand Prairie	14,268,823,626	0.660000	\$94,174,236	1.13985%	11.39854	11	22	22	1%
Grapevine	503,956,111	0.241165	\$1,215,366	0.01471%	0.14710	0	0	0	0%
Highland Park	9,400,619,935	0.208550	\$19,604,993	0.23729%	2.37292	2	4	4	0%
Hutchins	1,556,141,852	0.630082	\$9,804,970	0.11868%	1.18676	1	2	2	0%
Irving	42,014,585,664	0.589100	\$247,507,924	2.99575%	29.95753	30	60	60	3%
Lancaster	6,631,932,334	0.604606	\$40,097,061	0.48532%	4.85321	5	10	10	0%
Lewisville	135,776,953	0.422435	\$573,569	0.00694%	0.06942	0	0	0	0%
Mesquite	15,186,970,290	0.690000	\$104,790,095	1.26834%	12.68344	13	26	26	1%
Ovilla	49,955,648	0.626213	\$312,829	0.00379%	0.03786	0	0	0	0%
Richardson	15,112,495,539	0.542180	\$81,936,928	0.99174%	9.91737	10	20	20	1%
Rowlett	7,985,870,053	0.769691	\$61,466,523	0.74397%	7.43970	7	14	14	1%
Sachse	2,933,206,549	0.650416	\$19,078,045	0.23091%	2.30914	2	4	4	0%
Seagoville	1,454,324,423	0.710932	\$10,339,258	0.12514%	1.25143	1	2	2	0%
Sunnyvale	2,119,907,156	0.453000	\$9,603,179	0.11623%	1.16234	1	2	2	0%
University Park	11,695,176,346	0.229964	\$26,894,695	0.32552%	3.25524	3	6	6	0%
Wilmer	2,373,302,778	0.432143	\$10,256,062	0.12414%	1.24136	1	2	2	0%
Wylie	264,974,797	0.534301	\$1,415,763	0.01714%	0.17136	0	0	0	0%
GRAND TOTAL OF CITIES	\$424,871,048,775		\$2,710,256,498	32.80404%	328.04042	328	654	654	
SCHOOL DISTRICTS									
Carrollton-FB ISD	\$27,289,093,397	0.983600	\$268,415,523	3.24881%	32.48812	32	64	64	3%
Cedar Hill ISD	6,069,916,206	1.127900	\$68,462,585	0.82865%	8.28648	8	16	16	1%
Coppell ISD	18,652,862,790	1.002600	\$187,013,602	2.26355%	22.63550	23	46	46	2%
Dallas ISD	195,327,449,741	0.997235	\$1,947,873,693	23.57641%	235.76415	236	472	472	24%
DeSoto ISD	5,291,507,331	1.065200	\$56,365,136	0.68222%	6.82225	7	14	14	1%
Duncanville ISD	7,197,014,578	1.105700	\$79,577,390	0.96318%	9.63178	10	20	20	1%
Ferris ISD	64,238,971	1.140800	\$732,838	0.00887%	0.08870	0	0	0	0%
Garland ISD	33,132,872,622	1.050900	\$348,193,358	4.21442%	42.14416	42	84	84	4%
Grand Prairie ISD	13,875,271,518	1.057700	\$146,758,747	1.77632%	17.76319	18	36	36	2%
Grapevine-Colleyville ISD	511,644,897	0.923300	\$4,724,017	0.05718%	0.57178	1	2	2	0%
Highland Park ISD	23,378,147,635	0.866900	\$202,665,162	2.45299%	24.52992	25	50	50	2%
Irving ISD	22,750,859,055	1.015900	\$231,125,977	2.79747%	27.97472	28	56	56	3%
Lancaster ISD	6,109,744,509	1.224400	\$74,807,712	0.90545%	9.05448	9	18	18	1%
Mesquite ISD	15,036,507,363	1.096900	\$164,935,449	1.99632%	19.96324	20	40	40	2%
Richardson ISD	35,774,202,646	1.105200	\$395,376,488	4.78551%	47.85505	48	96	96	5%
Sunnyvale ISD	2,227,430,907	1.186900	\$26,437,377	0.31999%	3.19989	3	6	6	0%
GRAND TOTAL OF ISD'S	\$412,688,764,166		\$4,203,465,055	50.87734%	508.77341	509	1,020	1,020	
GRAND TOTAL			\$8,261,958,949	100.00000%	1,000.00000		2,002	2,002	100%

Per TPTC 6.03 (k-1) TU with 5% or greater:
6.03(k-1) This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.

RESOLUTION NO. R-32-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS NOMINATING CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS OF DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, Texas Property Tax Code Sections 6.03(e) and 6.03(g) provides that each taxing unit entitled to vote may nominate by resolution up to two (2) candidates to become a member of the Board of Directors to be submitted to the Chief Appraiser before October 15, 2025;

NOW, THEREFORE, BE IT RESOLVED BY THE City Council **OF THE** City of Glenn Heights:

SECTION 1. That the City Council of the City of Glenn Heights, does hereby nominates the following persons as a candidate for election to the Board of Directors of the Dallas Central Appraisal District:

- 1.
- 2.

SECTION 2. That this Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Glenn Heights, on this the 7th day of October 2025.

APPROVED:

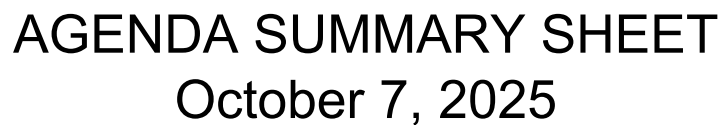
Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

David Berman, City Attorney



Discussion and take action on the City Council casting its vote for a Texas Municipal League (TML) Region 13 Director. (Brandi Brown, City Secretary)

[illegible]

TEXAS MUNICIPAL LEAGUE (TML) REGION 13 DIRECTOR



OCTOBER 7, 2025

BRANDI BROWN

CITY SECRETARY

Overview



This Agenda Item will allow City Council to cast its vote for the Texas Municipal League (TML) Region 13 Director for a two-year term.

Candidates – As Listed On The Ballot



Crystal Chism
Mayor Pro Tem, DeSoto



John Lopez
Council Member, Grand Prairie



Stanley Jaglowski
Council Member, Lancaster
Incumbent



Wes Mays
Mayor, Coppel

QUESTIONS



COMMENTS

Region 13 Director Candidate Biographies Page 1 of 2



Crystal Chism, Mayor Pro Tem, DeSoto

Crystal Chism proudly serves the City of DeSoto as mayor pro tem and councilmember for Place 6, currently in her second term. A native of Dallas, Texas, she is a graduate of Dallas ISD's Skyline High School, class of 2001. Following graduation, she dedicated the next ten years to military service, both active duty and reserve, and is a proud combat veteran. She went on to earn an Associate of Arts degree from Mountain View Community College and a Bachelor of Business Administration in Management from the University of Texas at Arlington. On the DeSoto City Council, Chism serves as liaison to the Citizens Police Advisory Committee, Veterans Affairs Committee, DeSoto Rotary, and the North Texas Council of Governments Emergency Preparedness Planning Council. Her leadership extends beyond

DeSoto through service on statewide and national boards and committees, including: Texas Municipal League Budget and Audit Committee member, Texas Association of Black City Council Members treasurer, Texas Municipal League Legislative Policy Summit delegate (2022, 2024), National League of Cities Federal Advocacy Community and Economic Development Committee member, National League of Cities REAL (Race, Equity, and Leadership) Council member, and Leadership Southwest Board of Directors member. Chism's dedication has been recognized with numerous honors, including the 2023 Community Service Award from TLOD, Inc. Trinity West Chapter, the 2024 Woman of the Year Award from Zeta Phi Beta Sorority, Inc., and the prestigious Texas Municipal League Certified Municipal Official (CMO) designation.



Stanley Jaglowski, Councilmember, Lancaster (Incumbent)

Councilmember Stanley Jaglowski has been proudly serving his community on the Lancaster City Council since 2011. His focus and committed involvement has led to many recognized and notable successes for himself and the City. Jaglowski continues to work on his Certified Municipal Officer (CMO) designation from TML since 2015. This designation, held by less than one hundred other Texas elected officials, is awarded to officials who commit time on enhancing their knowledge of governance roles and city government through a variety of educational opportunities. In both 2019 and 2025, Jaglowski earned the Texas Municipal League's prestigious "Award of Excellence" for maintaining five consecutive years of Certified Municipal Official (CMO) status—an achievement that brought statewide recognition to the City. He has served in various capacities across several boards and committees over the years, including Lancaster's Tax Increment Financing

Reinvestment Zone (TIRZ) Board of Directors, the Nominating Committee for the Texas Association of Mayors, Councilmembers and Commissioners, the TML Resolutions Committee, the TML Municipal Policy Summit, the Lancaster Comprehensive Planning Committee, the Institutional Animal Care and Use Committee for Dallas College, the ERCOT Advisory Board, and the TML Broadband Advisory Committee. He was elected secretary of TML Region 13 in September 2019 and rose to vice president in February 2021. Today, he proudly serves as president and TML board director of TML Region 13, continuing his commitment to regional leadership and municipal excellence. Jaglowski is a dedicated public servant committed to a healthy, safe, and engaged community.

Region 13 Director Candidate Biographies Page 2 of 2



John Lopez, Councilmember, Grand Prairie

John Lopez represents Grand Prairie's Council District 4. He was first elected in June 2019 and was appointed to serve as mayor pro tem for 2023-2024. He currently serves as chair of the City Council Development Committee where they hear items from city staff on current, future and proposed construction, economic development, planning and zoning items and new business. Previously, he served as chair of the Council Public Safety, Health and Environment Committee. Lopez has served the public for many years prior to his election including on various City of Grand Prairie boards and commissions: Planning and Zoning Commission vice-chair and secretary, Zoning Board and Adjustments, Community Rating System Program Public Information Committee, Public Safety, Health and Environment Committee, City Council Development Committee, and Grand Prairie 2020 Census Committee. On the national level, Lopez was appointed to the National

League of Cities Transportation and Infrastructure Services Committee in 2001 and was reappointed in 2023 and 2025. Additionally, he has served on the following community boards and commissions: Grand Prairie Independent School District Education Improvement Council, Grand Prairie ISD Bond Committee and Dream Weaver Foundation, Inc., Grand Prairie Cinco de Mayo Committee, League of United Latin American Citizens Council 22262, and the Hispanic Association for Culture and Education, Inc. He currently serves on Every Good Work of North Texas Advisory Board, National Association of Latino Elected and Appointed Officials (NALEO), the Association of Hispanic Municipal Officials (AHMO), and the National League of Cities Hispanic Elected Local Officials constituency group (HELO). Lopez has called Grand Prairie home for decades. He and his wife Michele have two amazing children and one grandchild. They attend Saint Michael the Archangel Catholic Church.



Wes Mays, Mayor, Coppel

Mayor Wes Mays was first elected to the Coppel City Council in 2012, was elected mayor in 2021, and is the 2025-2026 president of the Metroplex Mayors Association. His regional leadership extends to the executive board of the Circle 10 Council of Scouting America and the board of the DFW Airport. He served as president of both the Arbor Manors and Westbury Manor Homeowners Associations, is a graduate of Leadership North Texas, and participated in Coppel's Citizen Summit. Throughout his tenure, he has provided vital liaison services connecting the City to key partners, including Coppel ISD, North Central Council of Governments, Carrollton/Farmers Branch ISD, Lewisville ISD, and Metrocrest Community Clinic. Mays brings extensive technical and leadership expertise to his role. He holds a Bachelor of Science in Electrical Engineering from Texas A&M University and serves

as an executive engineering manager specializing in advanced electronic design and strategic development. As a registered Professional Engineer, he holds multiple patents spanning Radio-Frequency Identification (RFID), radio frequency design, and communication systems. Mayor Mays is an Eagle Scout who has earned the prestigious Silver Beaver Award and District Award of Merit. As an Extra Class amateur radio operator (N5HK), he maintains active involvement in emergency communications. He shares his musical talents as a saxophonist with both the First United Methodist Church wind ensemble and the Coppel Community Orchestra. He is also a member of the General Society of Mayflower Descendants. Mayor Mays and his wife, Linda, have been married since 1984 and are proud parents of two Coppel High School graduates. Their son, Chris, works as a project engineer in Irving, while their daughter, Allison, works as a commercial real estate appraiser residing in Coppel. They also have one granddaughter. The Mays family are active members of First United Methodist Church in Coppel.



OFFICIAL BALLOT (Corrected 9/9/2025)

Texas Municipal League (TML) Region 13 Director Election

This is the official ballot for the election of the Region 13 director of the TML Board of Directors. You received this ballot because you are the city's primary contact person with TML. Each TML member city is entitled to one vote, which vote must be cast by a majority vote of the city's governing body. Please record your city's choice by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate.

The officials listed on this ballot have been nominated to serve a two-year term on the TML Board of Directors. A brief biography for each candidate is included after the ballot.

Ballots must reach the TML office by 5:00 p.m. Central Time on October 23, 2025. Ballots received after this date cannot be counted. **The ballot must be properly signed and mailed to: Rachael Pitts, Texas Municipal League, 1821 Rutherford Lane, Suite 400, Austin, TX 78754, or scanned and emailed to rpitts@tml.org. If the ballot is not signed, it will not be counted.**

Region 13 Director (select one)

☐

Crystal Chism, Mayor Pro Tem, DeSoto

☐

Stanley Jaglowski, Councilmember, Lancaster (Incumbent)

☐

John Lopez, Councilmember, Grand Prairie

☐

Wes Mays, Mayor, Coppell

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the city named below.

Witness my hand, this 7th day of October, 2025.

Signature of Authorized Official

Sonja A. Brown
Printed Name of Authorized Official

Mayor

Title

City of Glenn Heights
Printed Name of City



817.600.7689 211 E. Pleasant Run Road, DeSoto, TX 75115-3939 cchism@desototexas.gov

Dear Region 13 Mayors and City Councilmembers,

I hope this message finds you well. I'm reaching out to you today because I'm seeking your support and your vote as I run for the Texas Municipal League Region 13 Director.

As someone who has served on the DeSoto City Council for the past four years—and currently as Mayor Pro Tem—I have been dedicated to amplifying our region's voice within the Texas Municipal League. I have actively pursued continued education, earning my Certified Municipal Official designation. Additionally, I served on the TML 2022 and 2024 Municipal Policy Summits, where I worked to ensure that harmful legislation impacting Region 13 was strongly opposed. I also had the privilege of serving on the TML Audit and Budget Committee, where I focused on safeguarding the organization's financial integrity and ensuring it remains fiscally responsible.



I believe that what I bring to the table is a fresh perspective and a renewed energy. While continuity is valuable, having a new set of eyes can open up opportunities and foster innovative ideas that benefit all of us in Region 13.

Beyond my service on the council, I'm the Treasurer for the Texas Association of Black City Council Members which is an affiliate organization under Texas Municipal League and I serve on the Federal Advocacy Committees for the National League of Cities. I also participate in regional leadership initiatives such as Leadership Southwest Board of Directors and North Central Texas Council of Government's Emergency Preparedness Planning Council, and have a passion for ensuring that North Texas voices are well-represented and heard.

In essence, I'm asking for your vote not just because of what I've done, but because of what we can accomplish together. I'm committed to building stronger lines of communication and collaboration among our cities, and I'd love the opportunity to represent our region on the TML board.

Thank you for considering my candidacy. If you'd like to know more about me or discuss any ideas, please feel free to reach out, or visit our city's website at www.desototexas.gov. I'm honored to serve, and I'd be honored to have your support.

Warm regards,

Crystal Chism

Crystal Chism
City of DeSoto
Mayor Pro Tem, Place 6

— *So much to love*
Office of the City Council



T.M.L. Region 13

From Jaglowski, Stanley <sjaglowski@lanaster-tx.com>

Date Fri 9/19/2025 4:19 PM

To Brandi Brown <brandi.brown@glennheightstx.gov>

Cc Community Relations <communityrelations@lanaster-tx.com>; City Secretary <citysecretary@lanaster-tx.com>

You don't often get email from sjaglowski@lanaster-tx.com. [Learn why this is important](#)

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Good Day,

Attached is my biography for your review. I have proudly served TML Region 13 since my appointment as Secretary in 2019, later advancing to Vice President, and now serving as Acting President and Interim Region 13 Director. I am honored to ask for your support as I seek election to continue serving as Director for Region 13.

My six years of proven leadership within the Region, combined with over ten years of continuous active engagement with TML, demonstrate my dedication and commitment to municipal excellence. I am proud to have earned and maintained Recertified Municipal Officer (CMO) status for ten consecutive years. These achievements, along with my service on the Lancaster City Council, position me as a strong and experienced candidate ready to continue advancing the goals of Region 13.

Information about the at-large election process will soon be distributed by TML to all active cities within the Region. Thank you for your consideration and support, and please do not hesitate to contact me with any questions.

Sincerely,

Stanley Jaglowski

Councilmember, City of Lancaster



Stanley Jaglowski, Councilmember, Lancaster

Councilmember Stanley Jaglowski has been proudly serving his community on the Lancaster City Council since 2011. His focus and committed involvement has led to many recognized and notable successes for himself and the City of Lancaster. Councilmember Jaglowski continues to work on his Certified Municipal Officer (CMO) designation from TML since 2015. This designation, held by less than 100 other Texas elected officials, is awarded to officials who commit time on enhancing their knowledge of governance roles and city government through a variety of educational opportunities. In both 2019 and 2025, Stanley earned the Texas Municipal League's prestigious "Award of Excellence" for maintaining ten consecutive years of Certified Municipal Official (CMO) status—an achievement that brought statewide recognition to the City of Lancaster. Stanley has served in various capacities across several boards and committees over the years, including Lancaster's Tax Increment Financing Reinvestment Zone (TIRZ) Board of Directors, the Nominating Committee for the Texas Association of Mayors, Council Members, and Commissioners, the TML Resolutions Committee, the TML Municipal Policy Summit, the Lancaster Comprehensive Planning Committee, the Institutional Animal Care and Use Committee for Dallas College, the TML ERCOT Advisory Committee, and the TML Broadband Legislative Advisory Committee. Stanley was elected secretary of TML Region 13 in September 2019 and rose to vice president in February 2021. Today, he proudly serves as president and TML board director of TML Region 13, continuing his commitment to regional leadership and municipal excellence. Councilmember Stanley Jaglowski is a dedicated public servant committed to a healthy, safe, and engaged community.

TML Region 13 Officials,

Attached is your city's ballot for the regional director on the TML Board: [REGION 13 CITY BALLOT](#). Completed ballots must be received by TML by October 23, 2025.

Previously, elections for regional directors were held at regional meetings. After changes to the TML Constitution were approved last year, these elections are now administered by TML centrally.

TML has 15 regions, and each has a seat on the Board. During even-numbered years, the even-numbered regions are up for election. Terms are two years, and new terms will begin on October 31, 2025, upon adjournment of the TML Annual Conference and end on October 15, 2027, upon adjournment of the TML Annual Conference.

If you have any questions, contact Rachael Pitts on the TML staff at rpitts@tml.org or 512-231-7472.

Thank you,

Stanley M. Jaglowski, C.M.O.

Council Member, District 2
City of Lancaster
211 N. Henry Street, P. O. Box 940
Lancaster, TX 75146
Cellphone: (214) 641-4682
www.lancaster-tx.com



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Outlook

Vote Wes Mays for TML Region 13 Director

From Mayor Wes Mays <wmays@coppelltx.gov>

Date Fri 9/19/2025 7:59 PM

To Brandi Brown <brandi.brown@glennheightstx.gov>

You don't often get email from wmays@coppelltx.gov. [Learn why this is important](#)

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[View this email in your browser](#)

 [City of Coppell Texas •
1890 with two crossed oak
leaves and a star](#)

Dear Brandi,

With my experience both as an elected official and as a mayor, I know firsthand the challenges your community faces every day – balancing growth, navigating state legislation, and ensuring your residents' voices are heard. **That's why I'm asking for your assistance in selecting my name on the ballot for your mayor to cast their vote in the upcoming Texas Municipal League (TML) Region 13 Director election.**

Your Voice in Region 13

I'm committed to using my extensive experience serving on regional board and as the 2025-2026 President of the Metroplex Mayors Association to represent the diverse needs of communities across our region and to ensure we have a strong, unified voice at TML. Colleagues across North Texas have encouraged my candidacy because they know I value collaboration and get results.

Voting Information

Visit the link below to view and download the ballot. **The ballot must be signed by an authorized official (the mayor) and returned to TML by 5 pm on Thursday, October 23, 2025.**

View and Download the Region 13 Ballot

TML does not require that your city's vote be approved by a resolution.

If your community's procedures do not call for a resolution, your designated TML representative (the mayor) simply needs to note their selection, sign the ballot, and mail it to TML for your city's vote to be counted. This can be done as informally as your standard operating procedures allow.

If your community's procedures do require that Council approve a resolution, you might consider agenda language like this:

"Consider approval of a Resolution casting a vote for Mayor Wes Mays of Coppell for the position of Director, Region 13, of the Texas Municipal League; and authorizing the mayor to sign said ballot."

I welcome the opportunity to learn more about your community's priorities and how I can serve you as the Region 13 Director. Please feel free to call me at 214-724-9008 or email me at wmays@coppelltx.gov.

Thank you for your assistance in selecting my name on your city's ballot and for your continued service to TML's Region 13.

Wes Mays, Mayor
City of Coppell
2025-2026 President, Metroplex Mayors Association
214-724-9008 | wmays@coppelltx.gov

Endorsements

Steve Babick, Mayor
City of Carrollton

Jeff Bickerstaff, Mayor
City of Sachse

John Muns, Mayor
City of Plano

Bruce Arfsten, Mayor
Town of Addison

Rick Stopfer, Mayor
City of Irving

Amir Omar, Mayor
City of Richardson

Terry Lynne, Mayor
City of Farmers Branch

T J Gilmore, Mayor
City of Lewisville

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You are receiving this email because you serve a municipality in Texas Municipal League's Region 13.

Our mailing address is:

City of Coppell 255 E Parkway Blvd Coppell, TX 75019 USA

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