

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

AUGUST 31, 2021

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 31st day of August 2021, the City Council of the City of Glenn Heights held a Special Called City Council Meeting in the City Hall, City Council Chambers, located at 1938 South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

CITY COUNCIL:

Harry A. Garrett*	*	Mayor
Sonja A. Brown	*	Mayor Pro Tem
Emma Ipaye	*	Council Member
Travis Bruton	*	Council Member
Alisha M. Brown	*	Council Member
Shaunte L. Allen	*	Council Member

*Mayor Harry A. Garrett arrived at 7:27 P.M.

STAFF:

David Hall	*	City Manager
Michael Rogers	*	Deputy City Manager
Brandi Brown	*	City Secretary
Marlon Goff	*	Planning and Development Director
Keith Moore	*	Fire Chief
Nery Pena	*	Financial Analyst
Clayton Shields	*	Interim Chief of Police

CONSULTANT:

Victoria Thomas	*	City Attorney's Office
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CALL TO ORDER

Mayor Pro Tem Sonja A. Brown called the City Council Meeting to order at 7:15 P.M., with a quorum of the City Council present.

INVOCATION

Council Member Shaunte L. Allen delivered the Invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

There were no Public Comments.

CONSENT AGENDA

1. Discuss and take action to approve rescheduling the September 21, 2021, Regular City Council Meeting, to September 14, 2021, due to the adoption of the Fiscal Year 2021-2022 Budget, levying of the Ad Valorem Taxes for the year 2021 (Fiscal Year 2021-2022), and the adoption of the Amended Fiscal Year 2020-2021 Budget. (Brandi Brown, City Secretary)

Council Member Shaunte L. Allen made a motion to approve Consent Agenda Item 1. Council Member Travis Bruton made the second. The motion carried with the following vote:

VOTE 5 Ayes – S. Brown, Ipaye, Bruton, A. Brown, and Allen

AGENDA

1. Discuss and take action authorizing the City Manager to expend an amount not to exceed \$700,000 as a change order for the City Center Project for the purpose of upgrading site development for the construction of an All-Abilities Park.

David Hall, City Manager, introduced this item and completed a presentation regarding the forthcoming Make-A-Wish Park at the Glenn Heights City Center. He also provided renderings of the park and examples of all abilities park equipment.

Mr. Hall answered Council's questions related to project costs, the size of the park/play area, amenities, and field surfaces. Council Members also expressed their gratitude for Staff who worked on this project.

Council Member Shaunte L. Allen made a motion to approve authorizing the City Manager to expend an amount not to exceed \$700,000 as a change order for the City Center Project for the purpose of upgrading site development for the construction of an All-Abilities Park. Council Member Travis Bruton made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

Council Member Travis Bruton made a motion to move Agenda Item #4 to Agenda Item #2, Agenda Item #2 to Agenda Item #3, Agenda Item #5 to Agenda Item #4, and Agenda Item #3 to Agenda Item #5. Council Member Shaunte L. Allen made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

4. Update on the City of Glenn Heights Proposed Fiscal Year 2021-2022 Budget.

David Hall, City Manager, introduced this item and completed a presentation regarding adjustments made to the City Manager's Proposed Fiscal Year 2021-2022 Budget, including the City's Revenues and Expenditures, proposed personnel changes, the City's Capital/Infrastructure Improvement Projects, and other impactful financial topics.

Mr. Hall answered Council's questions related to fund balances, transferring funds between accounts, how and why items are financed, water rates, personnel roles and responsibilities, and personnel adjustments. He also addressed Council's requests related to Staff leadership training, lowering each Council Member's budget, and a possible library program. Keith Moore, Fire Chief, answered Council's questions related to the role of the Director of Public Safety, City advantages for this position, and vehicle "shelf life".

2. Discuss and take action on Resolution R-32-21, a Resolution of the City Council of the City of Glenn Heights, Texas, amending Resolution R-14-13, as amended, to amend the City's Job Classification Table by adding the positions of Full-Time Recreation Aide and Part-Time Recreation Aide for Parks and City Council Agenda - August 31, 2021 Recreation to Grade 13 and by moving the positions of Utility Worker 1 and Customer Service Clerk 1 from Grade 12 to Grade 13; providing a repealing clause; and providing for an effective date.

David Hall, City Manager, introduced this item and completed a presentation regarding adjustments being made to the City's Job Classification Table and how those changes would affect employee Pay Grades.

Mr. Hall answered Council's questions related to Pay Grades/ employee salaries.

Council Member Shaunte L. Allen made a motion to approve Resolution R-32-21, a Resolution of the City Council of the City of Glenn Heights, Texas, amending Resolution R-14-13, as amended, to amend the City's Job Classification Table by adding the positions of Full-Time Recreation Aide and Part-Time Recreation Aide for Parks and City Council Agenda - August 31, 2021 Recreation to Grade 13 and by moving the positions of Utility Worker 1 and Customer Service Clerk 1 from Grade 12 to Grade 13; providing a repealing clause; and providing for an effective date. Mayor Harry A. Garrett made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

5. Discuss and first reading of Ordinance O-09-21, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Personnel Policies, Guidelines & Procedures adopted June 7, 2010, by Ordinance O-06-10, as

thereafter amended, by amending Section 6.5, "Holiday Observance and Pay" by adding Juneteenth and Veterans Day as City Observed Holidays; providing a repealing clause; providing a savings clause; and providing an effective date.

David Hall, City Manager, introduced this item and completed a presentation regarding adding Juneteenth and Veterans Day as City Observed Holidays and discussed what other City's observe these holidays or plan to based on a Texas Human Resources Survey.

3. Discuss and take action on Resolution R-35-21, a Resolution of the City Council of the City of Glenn Heights, Texas, approving a Roadway Reconstruction Services Agreement with Level One Paving, Inc. for the Dynasty Subdivision Street Reconstruction Project in an amount not to exceed Three Hundred, Ninety-eight Thousand, Fifty -three and 30/100 Dollars (\$398,053.30) and Authorizing the City Manager to execute the agreement and any related documents necessary for the Project.

Michael Rogers, Deputy City Manager, introduced this item and completed a presentation regarding the location of the Dynasty Manor Subdivision, the scope of the project, why repairs are needed, who will complete the project, and the cost.

Mr. Rogers answered Council's questions related to the lifespan of road work and if citizens in the area would be notified.

Council Member Emma Ipaye made a motion to approve Resolution R-35-21, a Resolution of the City Council of the City of Glenn Heights, Texas, approving a Roadway Reconstruction Services Agreement with Level One Paving, Inc. for the Dynasty Subdivision Street Reconstruction Project in an amount not to exceed Three Hundred, Ninety-eight Thousand, Fifty -three and 30/100 Dollars (\$398,053.30) and Authorizing the City Manager to execute the agreement and any related documents necessary for the Project. Council Member Alisha M. Brown made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

EXECUTIVE SESSION

1. The City Council shall convene into Executive Session:
 - A. pursuant to Texas Government Code 551.071 to seek the advice of its attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, to wit: Police Department Oversight and Supervision

Mayor Harry A. Garrett made a motion to convene into Executive Session. Council Member Travis Bruton made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

City Council convened into Executive Session at 8:48 P.M.

Council Member Travis Bruton made a motion to reconvene into Open Session. Council Member Shaunte L. Allen made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

City Council reconvened into Open Session at 9:59 P.M.

Council Member Travis Bruton made a motion to extend the City Council Meeting to 10:15 P.M. Council Member Emma Ipaye made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

Mayor Pro Tem Sonja A. Brown made a motion to reconvene into Executive Session. Council Member Emma Ipaye made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

City Council reconvened into Executive Session at 10:00 P.M.

2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:
 - A. pursuant to Texas Government Code 551.071 to seek the advice of its attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, to wit: Police Department Oversight and Supervision

Council Member Travis Bruton made a motion to reconvene into Open Session. Council Member Emma Ipaye made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

City Council reconvened into Open Session at 10:07 P.M.

Mayor Harry A. Garrett provided direction to Victoria Thomas, City Attorney, to draft a letter regarding this matter that will be presented at the next City Council Meeting.

ADJOURNMENT

Mayor Pro Tem Sonja A. Brown made a motion to adjourn. Council Member Emma Ipaye made the second. The motion carried with the following vote:

VOTE 6 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, and Allen

Mayor Harry A. Garrett adjourned the meeting at 10:08 P.M.



Harry A. Garrett, Mayor

Attest:



Brandi Brown, City Secretary
Passed and approved on the 14th day of September 2021