

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

**MAY 19, 2026**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 19<sup>th</sup> day of May 2026, the City of Glenn Heights City Council and the Glenn Heights Housing Finance Corporation Board of Directors held a joint Meeting, 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                   |
| Travis Bruton    | * | Mayor Pro Tem           |
| Shaunte Allen    | * | Council Member, Place 2 |
| Tramayne Hobbs   | * | Council Member, Place 4 |
| Laymon Lightfoot | * | Council Member, Place 5 |
| Nelda Washington | * | Council Member, Place 6 |

**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         |
| Sherry Roberts     | * | Director of Finance           |
| Nicholas Williams  | * | Fire Chief                    |

**CONSULTANT:**

|              |   |                        |
|--------------|---|------------------------|
| Kellie McKee | * | City Attorney's Office |
|--------------|---|------------------------|

**CALL TO ORDER**

Mayor Sonja A. Brown called the joint meeting of the City Council and the Glenn Heights Housing Finance Corporation Board of Directors to order at 7:04 P.M. and the Glenn Heights Housing Finance Corporation Meeting will temporarily recess at 7:04 P.M.

**INVOCATION**

Farrah Allen, Municipal Court Administrator, delivered the Invocation.

**PLEDGE OF ALLEGIANCE**

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

## **CITY OF GLENN HEIGHTS VISION AND MISSION STATEMENT**

Mayor Sonja A. Brown read the City's Vision and Mission Statements.

## **PUBLIC COMMENT**

- Gabriel Green, address on file: Mr. Green discussed his desire to serve on the Citizens Police Advisory Committee.

## **PROCLAMATIONS**

Mayor Sonja A. Brown read the following Proclamations:

- High School Senior Recognition Month, May 2026
- Jewish American Heritage Month, May 2026

City Council acknowledged two graduates in attendance, Roylee Moore and Gabriel Green, and offered words of encouragement.

## **EVENTS**

Mayor Sonja A. Brown announced the following Events:

- Teddy Bear Hospital, May 20, 2026, 5:30 P.M. – 7:30 P.M., Glenn Heights Fire Bay, 1938-B South Hampton Road, Glenn Heights, Texas 75154
- Move with the Mayor® Health Fair, May 20, 2026, 5:30 P.M. – 7:30 P.M., Glenn Heights Fire Bay, 1938-B South Hampton Road, Glenn Heights, Texas 75154

## **CONSENT AGENDA**

1. Discussion and take action to approve the Meeting Minutes of the May 5, 2026, City Council Meeting. (Brandi Brown, City Secretary)

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

**VOTE 6 Ayes** – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington

## **AGENDA**

1. Discussion and take action to approve Resolution R-20-26, appointing Directors to the Board of Directors of the Glenn Heights Housing Finance Corporation; and providing an effective date.

Sherry Roberts, Finance Director, introduced this item, and responded to Council's questions regarding...

Mayor Sonja A. Brown made a motion to approve Resolution R-20-26 as written, appointing Council Member Sherron Mosley, Council Member Shaunte Allen, Mayor Pro Tem Travis Bruton, Mayor Sonja A. Brown, Council Member Tramayne Hobbs, Council Member Laymon Lightfoot, and Council Member Nelda Washington to the Board of Directors of the Glenn Heights Housing Finance Corporation. Mayor Pro Tem Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington**

Mayor Sonja A. Brown announced that City Council would recess temporarily, and the meeting of the Glenn Heights Housing Finance Corporation Board of Directors reconvened at 7:22 P.M.

**AGENDA**

**Glenn Heights Housing Finance Corporation Board of Directors Meeting**

1. Public Comment.

There were no Public Comments.

2. Discussion and take action to approve Resolution R-01-26, appointing Officers, including a President, Vice President, Secretary, Assistant Secretary, Treasurer, General Manager, and Assistant General Manager to the Glenn Heights Housing Finance Corporation.

Sherry Roberts, Finance Director, introduced this item.

Director Sonja A. Brown made a motion to approve Resolution R-01-26 as written, appointing Director Shaunte Allen as President, Director Travis Bruton as Vice President, Director Nelda Washington as Secretary, City Staff Brandi Brown as Assistant Secretary, City Staff Sherry Roberts as Treasurer, City Staff Clifford Blackwell as General Manager, and City Staff Keith Moore as Assistant General Manager to the Glenn Heights Housing Finance Corporation. Director Shaunte Allen made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington**

3. Discussion and take action to approve Resolution R-02-26, authorizing the General Manager of the Glenn Heights Housing Finance Corporation to accept a transfer of funds in the amount of \$270,819.36 from GHHFC CO-DEV, LLC, and directing the deposit of those funds into the Corporation's General Fund as miscellaneous income.

Director Sonja A. Brown made a motion to approve Resolution R-02-26 as written. Director Tramayne Hobbs made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Allen, Bruton, Brown, Hobbs, Lightfoot, and Washington**

4. Discussion and take action to approve Resolution R-03-26, authorizing the General Manager to execute any documentation necessary to make a donation, in the interest of the general welfare, in the amount of \$270,819.36 to the City of Glenn Heights, Texas.

Director Sonja A. Brown made a motion to approve Resolution R-03-26 as written. Director Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Allen, Bruton, Brown, Hobbs, Lightfoot, and Washington**

5. Conduct an Annual Review of the Glenn Heights Housing Finance Corporation's Investment Policy, and discussion and take action to approve Resolution R-04-26, adopting the Corporation's Investment Policy attached hereto as Exhibit "A"; declaring that the Board of Directors has completed its review of the Investment Policy of the Corporation and that Exhibit "A" records any changes to the Investment Policy.

Director Sonja A. Brown made a motion to approve Resolution R-03-26 as written.

Director Tramayne Hobbs made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Allen, Bruton, Brown, Hobbs, Lightfoot, and Washington

President Shaunte Allen announced that the City of Glenn Heights Housing Finance Corporation Board of Directors Meeting was adjourned. Mayor Sonja A. Brown confirmed that the time of adjournment was 7:32 P.M. and that City Council would reconvene into its Regular Called Meeting at 7:32 P.M.

## **AGENDA**

2. Discussion and take action to approve Resolution R-21-26, authorizing the City Manager to accept a donation, in the interest of the general welfare in the amount of \$270,819.36 from the Glenn Heights Housing Finance Corporation and directing the deposit of those funds into the City General Fund as miscellaneous income.

Council Member Shaunte Allen made a motion to approve Agenda Item 2 as written.

Mayor Pro Tem Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington

3. Presentation, discussion and take action on the Texas PACE Authority Program.

Clifford Blackwell, City Manager, introduced the item and recognized Carl Sherman, Jr., Senior Business Development Manager with ABM Industries. Mr. Sherman provided a brief overview of his role and introduced Dr. Teresa N. Smith, Director of PACE Transactions for the Texas PACE Authority.

Dr. Smith delivered a presentation on the program and responded to Council's questions regarding property value assessments, foreclosures related to non-payment and the process for pursuing them, breach of contract considerations and associated penalties, rates and fees, eligibility for businesses to participate in the PACE program, the benefits of promoting the City's participation, contract duration, and experience with data centers.

Mr. Blackwell also addressed Council's questions regarding whether the item required Council action.

Council Member Laymon Lightfoot made a motion to approve Agenda Item 3, moving forward with Option 2. Mayor Sonja A. Brown made a friendly amendment confirming

that the Council was approving Agenda Item 3 as written, moving forward with Option 2, adopting TX-PACE at the city/ETJ level independent of other actions. Council Member Tramayne Hobbs made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington**

4. Discussion and take action on the Mayor and City Council Members for Places 2, 4, and 6 each appointing one member to the Citizens Police Advisory Committee for terms beginning June 8, 2026.

Dr. Glynell Horn, Chief of Police, introduced the item. Mayor Sonja A. Brown provided a brief overview of the Committee and its history. Discussion included a miscommunication between Council Members and Appointees regarding appointments and the dissemination of information.

Mayor Sonja A. Brown made a motion to approve the following appointments to the Citizens Police Advisory Committee: Gabriel Green by Council Member Shaunte Allen, Chuck Vinson by Council Member Tramayne Hobbs, Kabrina Green by Council Member Nelda Washington, and Demarcus Offord by Mayor Sonja A. Brown. Council Member Tramayne Hobbs made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington**

Appointees Chuck Vinson and Demarcus Offord briefly introduced themselves.

5. Presentation, discussion, and Council action regarding project update on the previously approved allocation of funds for the establishment of an animal shelter.

Clifford Blackwell, City Manager, introduced this item. Mr. Blackwell and Dr. Glynell Horn, Chief of Police, presented the item and responded to Council's questions regarding unadoptable animals; partnerships with other organizations and municipalities; staffing, job descriptions, and shift schedules; benchmarking comparisons; identified inputs and potential risks; the current number of animal control vehicles and the possibility of adding additional units; comparative size of the existing and proposed animal shelter facilities; estimated project timeline; projected costs for repairs to the existing facility; potential locations; the City's current efforts related to the existing facility, including applicant considerations; options for leasing or acquiring space with another municipality; and the next steps requiring Council direction.

Council Member Shaunte Allen made a motion to authorize the use of an amount not to exceed \$125,000.00 from previously allocated animal shelter project funds for improvements to the current shelter. Mayor Pro Tem Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Bruton, Allen, Hobbs, Lightfoot, and Washington**

6. Presentation and discussion regarding the April 2026 Financial Reports.

Sherry Roberts, Finance Director, introduced this item and delivered a presentation. Mrs. Roberts answered Council's questions regarding fund balances and the Investment Advisory Committee.

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

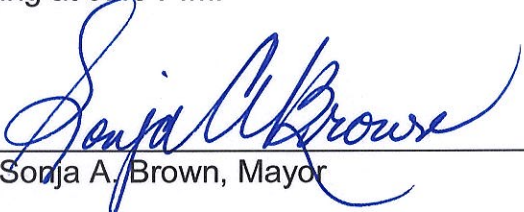
Mayor Sonja A. Brown announced that City Council would convene into Executive Session at 9:38 P.M.

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

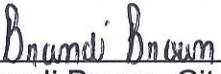
Mayor Sonja A. Brown announced that City Council reconvened into Open Session at 9:45 P.M. and that no action was taken in Executive Session.

## ADJOURNMENT

Mayor Sonja A. Brown adjourned the meeting at 9:45 P.M.

  
\_\_\_\_\_  
Sonja A. Brown, Mayor

Attest:

  
\_\_\_\_\_  
Brandi Brown, City Secretary  
Passed and approved on the 2<sup>nd</sup> day of June 2026