

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

AUGUST 8, 2026

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 8th day of August 2026, the City of Glenn Heights City Council held a Budget Workshop 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
Sherron Mosley	*	Council Member, Place 1
Shaunte Allen*	*	Council Member, Place 2
Tramayne Hobbs	*	Council Member, Place 4
Laymon Lightfoot*	*	Council Member, Place 5
Nelda Washington	*	Council Member, Place 6

**Council Member Shaunte Allen took her seat at the dais at 12:20 P.M.*

**Council Member Laymon Lightfoot arrived at 12:32 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	*	Interim Director of Human Resources
Dr. Glynell Horn	*	Chief of Police
Jeff Kent	*	IT Support Specialist
Bester Munyaradzi	*	Director of Planning and Development Services
Sherry Roberts	*	Director of Finance
Andrew Waits	*	Director of Public Works
Nicholas Williams	*	Fire Chief

CALL TO ORDER

Mayor Sonja A. Brown called the City Council Budget Workshop to order at 12:18 P.M.

PUBLIC COMMENTS

There were no Public Comments.

AGENDA

1. Presentation of the City Manager's Proposed Fiscal Year 2026-2027 Budget for the

City of Glenn Heights, in conformance with the City of Glenn Heights Home Rule Charter, Section 7.02, Preparation and Submission of Budget.

Clifford Blackwell, City Manager, introduced the item and presented an overview of the proposed Fiscal Year 2026-2027 Budget. His presentation included a review of regulatory requirements, key factors considered during budget development, fund summaries, departmental budgets and supplemental requests, and one-time purchases. Sherry Roberts, Finance Director, presented information regarding tax rates and appraisal values. Keith Moore, Deputy City Manager, presented the Capital Improvement Program (CIP).

Mr. Blackwell responded to Council questions regarding how local improvements are identified, planned, and budgeted, specifically relating to traffic signal improvements; the City's process for tracking customer issues and service requests; and the INS tax rate. Regarding departmental budgets, Council inquired about the salary line item contained within the City Council budget and discussed whether action was taken regarding reallocating the positions salary elsewhere in the budget. Additional discussion included the current and projected budgets for legal services; where employee compensation is reflected in the budget; the placement of events within the Community Engagement budget; the potential addition of a position within the Community Engagement Department; whether resident preference surveys have been conducted regarding City events; whether participation levels are being tracked; events planned for the next fiscal year; whether expanding the public customer service portal to additional departments would increase costs; methods for categorizing complaints within the proposed tracking system; whether the status of the animal shelter and future facility plans had been communicated to newly hired Animal Control staff; changes to Glenn Heights Police Department capital expenditure line items; the timeline for budget adoption; and conducting an equity analysis for all departments, beginning with the Glenn Heights Police Department and Glenn Heights Fire Department for Fiscal Year 2025-2026 based on services provided.

Council also requested clarification regarding the amount budgeted for Other Professional Services within the Economic Development budget; future plans for the baseball fields and Heritage Park; the number of parks owned by the City; items included within the Repair and Maintenance (R&M) budget line item; the amount allocated for supplemental requests and which requests could potentially be removed from the list presented; expenditures for contracted building inspection services; whether positions listed in the supplemental requests represented all requested positions; the total cost of all supplemental requests; Community Engagement staff roles and responsibilities; next steps in the budget process; positions not specifically included in the presentation; how the General Fund balance is replenished; and the impact of year-end savings on fund balances.

Staff responded to Council questions throughout the presentation. Mrs. Roberts addressed questions regarding the departmental forecasting process, whether financial forecasts could be projected as far as three years into the future, the benefits of creating a Senior Finance Analyst position, the City's tuition reimbursement program, and vehicle financing through PlainsCapital Bank and Government Capital. Dr. Glynell Horn, Chief of Police, answered questions regarding the contract with the City of DeSoto Jail, including the reasons for the increase in the contracted amount. Mr. Moore explained differences between lease

payments reflected in the Police Department and Fire Department budgets and clarified information regarding the Cinnamon Springs Wastewater Treatment Plant. Andrew Waits, Director of Public Works, responded to questions regarding park and open space maintenance; whether a turf specialist is needed for field maintenance; potential costs associated with borrowing or utilizing equipment owned by neighboring cities; and whether funding has been budgeted for a consultant to assist with the Water Tank Relocation Project. Barrett Albright, Parks and Recreation Superintendent, addressed questions regarding maintenance costs versus revenues generated from park facilities, noting that revenues are insufficient to fully offset maintenance expenses. He also discussed the potential installation of field lighting and its benefits, as well as the ability of organizations to utilize the fields.

During discussion, City Council requested that staff create a graphic or video for social media and the City's website explaining the proposed tax rate and its impact on residents; remove the Movies with the Mayor event from the budget and reallocate the associated funding to contingency; provide information identifying when major Public Safety equipment upgrades will be required; retain funding for Automated License Plate Reader (ALPR) software in the budget; develop and provide a quarterly crime statistics report to Council; revisit the Master Parks Plan; add funding to the Heritage Park maintenance line item upon determination of the necessary cost by Mr. Waits; and provide Council with a detailed list identifying how supplemental funding requests will be allocated.

During Agenda Item 1, the City Council recessed briefly following discussion of the General Fund Budget from 1:54 P.M. to 2:02 P.M.

Council Member Sherron Mosley left the dais at 2:30 P.M. and returned at 2:37 P.M.

Council Member Sherron Mosley left the dais at 3:00 P.M. and did not return.

2. Discussion regarding Water and Wastewater Rates.

Clifford Blackwell, City Manager, introduced the item and delivered a presentation regarding this matter.

Mr. Blackwell, Sherry Roberts, Finance Director, and Keith Moore, Deputy City Manager, responded to Council's questions regarding proposed residential and commercial irrigation rates and rate structures; the impacts of the proposed water and wastewater rates; the effect of irrigation rates on customers; the average cost impact to residents; whether commercial accounts pay drainage and sanitation costs and how those charges are billed; and whether the proposed rates are intended solely to meet revenue requirements or generate surplus revenue for the City. Mr. Blackwell also addressed where the Mayoral Town Halls was funded from, as well as the recording of those events, and the quality of the audio and streaming of them.

City Council requested that staff create a graphic or video for social media and the City's website explaining the proposed water and wastewater rates and their impact on customers. Council also provided feedback regarding the historical structure of residential and commercial utility rates within the City.

During the discussion, Jeff Kent, IT Support Specialist, answered Council's questions regarding the proposed recording software included in the Information Technology budget, including its recording capabilities, the number of meetings that

can be recorded, and which City events should be recorded and included.

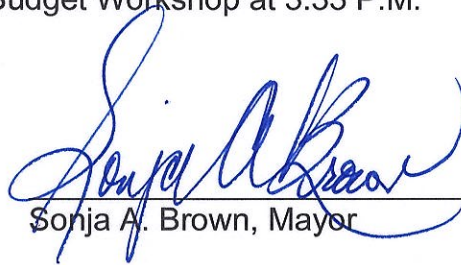
3. Discussion regarding debt issuance.

Sherry Roberts, Finance Director, introduced the item. Mrs. Roberts, and Clifford Blackwell, City Manager, answered Council's questions regarding how the Interest and Sinking (INS) tax rate is affected by the issuance of debt and the resulting impact on property tax obligations.

During the discussion, Council provided feedback regarding the City moving forward with future debt issuance and requested that staff create a graphic or video for publication on the City's website and social media platforms explaining the purpose of the debt issuance, its impact on the INS tax rate, and its effect on residents.

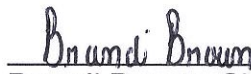
ADJOURNMENT

Mayor Sonja A. Brown adjourned the Budget Workshop at 3:33 P.M.



Sonja A. Brown, Mayor

Attest:



Brandi Brown, City Secretary
Passed and approved on the 18th day of August 2026