

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

FEBRUARY 1, 2022

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 1st day of February 2022, the City Council of the City of Glenn Heights, Texas, met in a Regular 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, Place 1
Emma Ipaye	*	Council Member, Place 2
Travis Bruton	*	Council Member, Place 3
Alisha M. Brown	*	Council Member, Place 4
Shaunte L. Allen	*	Council Member, Place 5
Machanta Newson	*	Council Member, Place 6

STAFF:

David Hall	*	City Manager
Brandi Brown	*	City Secretary
Phillip Conner	*	Finance Director
Marlon Goff	*	Director of Planning & Development Services
Byron Hardy	*	IT Administrator
Miamauni Hines	*	City Planner
Jaynice Porter-Brathwaite	*	Human Resources Director
Clayton Shields	*	Deputy Chief of Police

CONSULTANT:

Victoria Thomas	*	City Attorney's Office
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CALL TO ORDER

Mayor Harry A. Garrett called the City Council Meeting to order at 7:03 P.M., with a quorum of the City Council present.

INVOCATION

Council Member Travis Bruton delivered the Invocation.

PLEDGE OF ALLEGIANCE

Mayor Harry A. Garrett led the assembly in the Pledge of Allegiance.

PUBLIC COMMENT

There were no Public Comments.

STAFF INTRODUCTIONS

Jaynice Porter-Brathwaite, Human Resources Director, made the following Staff Introductions:

- Gerrell Crawford, Police Officer II
- Ellis Register, Police Officer II
- Fred Williams, Utility Worker I

PROCLAMATION

Mayor Harry A. Garrett read the following Proclamation:

- American Heart Month, February 2022

CONSENT AGENDA

1. Discuss and take action to approve the City Council Meeting Minutes of the December 7, 2021, Regular Called City Council Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve Ordinance O-16-21, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances Chapter 1 "General Provisions", Article 1.02 "City Council" by amending Section 1.02.003 "Meetings"; providing a severability clause; providing a savings clause; and providing for an effective date. (Second Reading) (Council Member Shaunte L. Allen)

Council Member Travis Bruton made a motion to approve Consent Agenda Items 1-2. Council Member Shaunte L. Allen made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

AGENDA

1. Discuss and take action electing a Mayor Pro Tem.

Brandi Brown, City Secretary, introduced this item. Council Members were given the opportunity to withdraw their name and/or to nominate another Council Member. The nominees were Council Members Sonja A. Brown and Travis Bruton. Each Council Member casted a vote - Council Member Sonja A. Brown received 5 votes and Council Member Travis Bruton received 2 votes. Council Member Sonja A. Brown was declared Mayor Pro Tem.

2. Public hearing to receive testimony concerning Ordinance O-01-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Zoning Ordinance and Map of the City of Glenn Heights, as heretofore amended, by changing the zoning classification of an approximately 3.173-acre property commonly known as 825 East Bear Creek Road, Glenn Heights, Texas and being a 3.173-acre parcel described as Tract 14 situated in the James Porter Survey, Abstract 1129, Glenn Heights, Dallas County, Texas, more particularly described and depicted in Exhibit "A" attached hereto (The "Property"), from Single Family Residential-1 (SF-1) to Retail (R); providing a repealing clause; providing a severability clause; providing a savings clause; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and providing an effective date. (Miamauni Hines, City Planner)

Council Member Travis Bruton made a motion to open the Public Hearing. Mayor Pro Tem Sonja A. Brown made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

The Public Hearing was opened at 7:17 P.M.

Council Member Shaunte L. Allen made a motion to close the Public Hearing. Mayor Pro Tem Sonja A. Brown made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

The Public Hearing was closed at 7:19 P.M.

3. Discuss and first reading of Ordinance O-01-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Zoning Ordinance and Map of the City of Glenn Heights, as heretofore amended, by changing the zoning classification of an approximately 3.173-acre property commonly known as 825 East Bear Creek Road, Glenn Heights, Texas and being a 3.173-acre parcel described as Tract 14 situated in the James Porter Survey, Abstract 1129, Glenn Heights, Dallas County, Texas, more particularly described and depicted in Exhibit "A" attached hereto (The "Property"), from Single Family Residential-1 (SF-1) to Retail (R); providing a repealing clause; providing a severability clause; providing a savings clause; providing for a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and providing an effective date.

Miamauni Hines, City Planner, introduced this item and completed a presentation regarding the rezoning request, site location, current site zoning, future land use, retail zoning standards, a preliminary development plan, and preliminary elevations.

Ms. Hines answered Council's questions related to the distance between the proposed development and current developments in the area, entry points, parking

requirements, traffic plans, and if the City received any responses from residents regarding the mailed Notices.

4. Discuss and first reading of Ordinance O-02-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Personnel Policies, Guidelines & Procedures of the City of Glenn Heights adopted June 7, 2010, by Ordinance O-06-10, and as thereafter amended by Ordinances O-17-10, O-11-12, O-26-12, O-01-15, O-06-19, O-04-20 and O-14-20, by suspending the portion of Section 6.20 Vacation Pay and Balance Management relating to Vacation Balance Accrual; providing a repealing clause; providing a savings clause; providing a severability clause; and providing an effective date.

Jaynice Porter-Brathwaite, Human Resources Director, introduced this item and discussed a requested amendment to the Personnel Policies Guidelines & Procedures of the City of Glenn Heights, specifically a portion of Section 6.20 Vacation Pay and Balance Management.

5. Discuss and take action to remove members from the Citizens Police Advisory Committee.

Clayton Shields, Deputy Chief of Police, introduced this item and discussed the procedure to remove members from the Citizens Police Advisory Committee based on the decorum/procedure for Boards and Commissions established by the City of Glenn Heights Code of Ordinances.

Council Member Travis Bruton made a motion to remove Ruben Conner, Jr. and Scott Harris from the Citizens Police Advisory Committee. Mayor Pro Tem Sonja A. Brown made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

6. Discuss and take action to appoint members to serve on the Citizens Police Advisory Committee to fill vacant seats.

Clayton Shields, Deputy Chief of Police, introduced this item, and David Hall, City Manager, expressed the need for Council Members to make appointments and confirmed which Council Members could appoint members at this time.

Council Member Travis Bruton made a motion to table this Agenda Item until February 15, 2022. Council Member Emma Ipaye made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

7. Discuss and take action on Resolution R-01-22, a Resolution of the City Council of the City of Glenn Heights, Texas, declaring certain City property surplus and authorizing the City Manager to sell, trade and/or dispose of it in accordance

with this resolution and state law.

Phillip Conner, Finance Director, introduced this item and explained that as part of the day-to-day operations of the City, physical assets will become obsolete over time, and while these assets are no longer suited for use by the City, others may be able to use them. He requested that those items be declared surplus and to allow them to be auctioned.

Mr. Conner and David Hall, City Manager, answered Council's questions related to the auction process and restrictions on who can/cannot participate in the auction.

Mayor Pro Tem Sonja A. Brown made a motion to approve Resolution R-01-22, a Resolution of the City Council of the City of Glenn Heights, Texas, declaring certain City property surplus and authorizing the City Manager to sell, trade and/or dispose of it in accordance with this resolution and state law. Council Member Travis Bruton made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

8. Discuss and take action on Resolution R-02-22, a Resolution of the City Council of the City of Glenn Heights, Texas, declaring certain personal property as obsolete, valueless and salvage property; providing for disposal thereof by the City Manager or his designee; providing a severability clause; providing a repealing clause; providing an effective date.

Phillip Conner, Finance Director, introduced this item and explained that as part of the day-to-day operations of the City, physical assets will become obsolete over time, specifically outdated water meters. He requested that those items be declared salvage.

Mr. Conner and David Hall, City Manager, answered Council's questions related to meter value and if the City would receive any compensation after they are declared salvage, and how many meters have been replaced in the City.

Mayor Pro Tem Sonja A. Brown made a motion to approve Resolution R-02-22, a Resolution of the City Council of the City of Glenn Heights, Texas, declaring certain personal property as obsolete, valueless and salvage property; providing for disposal thereof by the City Manager or his designee; providing a severability clause; providing a repealing clause; providing an effective date. Council Member Machanta Newson made the second. The motion carried with the following vote:

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

9. December 2021 Financial Report.

Phillip Conner, Finance Director, completed a presentation regarding the City's revenues, expenditures, and fund balances through December 2021.

Mr. Conner answered Council's questions related to days in reserve and revenues.

10. Overview of City of Glenn Heights CY2021 Activities.

Council Member Emma Ipaye introduced this item and David Hall, City Manager, completed a presentation regarding 2021 Operations related to COVID-19, the Winter Storm, City facilities, and various City Departments; 2021 Financial Agreements entered into, and the purchase of goods and services; 2021 employee relations regarding leave policies, compensation, benefits, and training; and 2021 Infrastructure Projects and Agreements, including Public Works Storage/Work Shop, the Mesa Project, 3 new pumps at the Northwest Pump Station, and the new Water/Sewer Generators.

Council Members expressed their appreciation for the efforts put forth by David Hall, City Manager, and City Staff.

ADJOURNMENT

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

VOTE 7 Ayes – Garrett, S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

Mayor Harry A. Garrett adjourned the meeting at 8:35 P.M.



Harry A. Garrett, Mayor

Attest:



Brandi Brown, City Secretary
Passed and approved on the 15th day of February 2022