

**MINUTES OF THE CITY COUNCIL  
AND THE EMPLOYEE BENEFITS TRUST  
OF THE CITY OF GLENN HEIGHTS, TEXAS**

**SEPTEMBER 6, 2022**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 6<sup>th</sup> day of September 2022, the City Council and the Employee Benefits Trust of the City of Glenn Heights, Texas, met in a Regular Called 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:**

|                  |   |                         |
|------------------|---|-------------------------|
| 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 |

\*Council Member Alisha M. Brown appeared virtually.

**STAFF:**

|                           |   |                                      |
|---------------------------|---|--------------------------------------|
| David Hall                | * | City Manager                         |
| Clifford Blackwell        | * | Deputy City Manager                  |
| Nick Bristow              | * | Deputy Chief of Police               |
| Michael Davenport         | * | Parks and Recreation Superintendent  |
| Charles Hight             | * | IT Director                          |
| Jaynice Porter-Brathwaite | * | Human Resources Director             |
| Laura Voltmann            | * | Director of Planning and Development |
| Nick Williams             | * | Deputy Fire Chief                    |

## CALL TO ORDER

Mayor Pro Tem Sonja A. Brown called the City Council Meeting to order at 7:06 P.M., with a quorum of the City Council present.

Council Member Shaunte L. Allen made a motion to go into the Employee Benefits Trust Meeting. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

Mayor Pro Tem Sonja A. Brown recessed the Employee Benefits Trust Meeting.

Council Member Travis Bruton made a motion to resume the Regular called City Council Meeting. Council Member Shaunte L. Allen made the second. The motion carried with the following record vote:

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

### **INVOCATION**

Council Member Machanta Newson delivered the Invocation.

### **PLEDGE OF ALLEGIANCE**

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

City Council, Staff, and those in attendance stood in silence for the students in Uvalde, Texas.

### **PUBLIC COMMENT**

- Magilla M. Brooks, Glenn Heights, TX: discussed zoning concerns regarding a property/real estate on Hampton Road near Cripple Creek.
- Council Member Emma Ipaye, Glenn Heights, TX: withdrew her request to make a Public Comment.

### **PROCLAMATIONS**

Mayor Pro Tem Sonja A. Brown read the following Proclamations:

- National Preparedness Month, September 2022
- National Payroll Week, September 5-9, 2022
- Patriot Day and National Day of Service and Remembrance, September 11, 2022
- National Gear Up Week, DeSoto Independent School District, September 26-October 2, 2022

### **CONSENT AGENDA**

1. Discuss and take action to approve the City Council Meeting Minutes of the August 9, 2022, Special Called City Council Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve the City Council Meeting Minutes of the August 16, 2022, Regular Called City Council Meeting. (Brandi Brown, City Secretary)
3. Discuss and take action to approve Ordinance O-10-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, authorizing and allowing, under the Act governing the Texas Municipal Retirement System, "Updated Service Credits" in said system for service performed by qualifying members of such system who presently are members of the City of Glenn Heights; providing for increased prior and current service annuities for retirees and beneficiaries of deceased retirees of the City; and providing for an effective date. (Second Reading) (David Hall, City Manager)

4. Discuss and take action to approve Resolution R-24-22, a Resolution of the City Council of the City of Glenn Heights, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the company's 2022 rate review mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attachment establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC's reasonable ratemaking expenses; determining that this Resolution was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this Resolution to the company and the ACSC's legal counsel. (Brandi Brown, City Secretary)

Council Member Shaunte L. Allen requested to pull Consent Agenda item 4 for discussion.

Council Member Machanta Newson made a motion to approve Consent Agenda items 1-3. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

David Hall, City Manager, and Victoria Thomas, City Attorney, answered Council's questions related to Consent Agenda item 4.

Mayor Pro Tem Sonja A. Brown made a motion to approve Consent Agenda item 4. Council Member Travis Bruton made the second. The motion carried with the following record vote:

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

Mayor Pro Tem Sonja A. Brown temporarily recessed the City Council Meeting and reconvened the Employee Benefits Trust Meeting at 7:33 P.M.

### **EMPLOYEE BENEFITS TRUST**

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

Jaynice Porter-Brathwaite, Human Resources Director, introduced this item.

Lance Pendley, Consultant, McGriff & Seibels, provided information related to renewal recommendations for Employees' Group Medical/Prescription, Life/Disability, Dental, Vision, and Accident/Critical Illness Insurance, and a Flexible Spending Account.

Mr. Pendley answered Council's questions related to rate increases, why no RFP was conducted, and benefits included.

Mrs. Porter-Brathwaite discussed the insurance coverage renewal schedule, current and proposed medical insurance renewal rates, current and proposed dental insurance renewal rates, and fiscal impacts. She also discussed Staff recommendations.

Mrs. Porter-Brathwaite answered Council's questions related to coverage and how Glenn Heights' benefits compare to other cities.

Council Member Shaunte L. Allen made a motion to approve the renewal of Blue Cross Blue Shield Texas for medical insurance for 1 year, Mutual of Omaha for dental insurance for 1 year, Mutual of Omaha Basic Life/AD&D for 2 years, Mutual of Omaha for Short/Long Term Disability for 2 years, and Mutual of Omaha and vision insurance for 2 years. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

Council Member Travis Bruton made a motion to adjourn the Employee Benefits Trust Meeting. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

The Employee Benefits Trust Meeting adjourned at 7:52 P.M.

Council Member Emma Ipaye made a motion to reconvene the City Council Meeting. Council Member Travis Bruton made the second. The motion carried with the following record vote:

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

The City Council Meeting was reconvened at 7:53 P.M.

## **AGENDA**

1. Discuss and take action on Resolution R-18-22, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City of Glenn Heights Employee Benefits Trust to pay the obligations of the Trust as it relates to insurance contracts that the Trust awards; authorizing any transfers of funds that may be necessary during the 2022-2023 Fiscal Year to fund the Trust's obligations relating to insurance contracts that the Trust awards; and providing for an effective date.

Jaynice Porter-Brathwaite, Human Resources Director, introduced this item.

Council Member Travis Bruton made a motion to approve Resolution R-18-22, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City of Glenn Heights

Employee Benefits Trust to pay the obligations of the Trust as it relates to insurance contracts that the Trust awards; authorizing any transfers of funds that may be necessary during the 2022-2023 Fiscal Year to fund the Trust's obligations relating to insurance contracts that the Trust awards; and providing for an effective date. Council Member Shaunte L. Allen made the second. The motion carried with the following record vote:

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

2. Discuss and take action acknowledging receipt of the Fiscal Year 2020-2021 Annual Comprehensive Financial Report (ACFR) and Audit Results Presentation.

Clifford Blackwell, Deputy City Manager, introduced this item.

Paula Lowe, Partner/CPA, Patillo, Brown & Hill, LLP, completed a presentation regarding an overview of the ACFR, the audit process, management & auditor responsibilities, audit results, and financial highlights.

Mrs. Lowe answered Council's questions related to internal controls, liabilities, timing of the audit and presentation, the capital project fund, and ratings.

Council Member Travis Bruton made a motion to acknowledge receipt of the Fiscal Year 2020-2021 Annual Comprehensive Financial Report (ACFR). Council Member Shaunte L. Allen made the second. The motion carried with the following record vote:

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

3. Public Hearing to receive testimony regarding the Proposed Fiscal Year 2022-2023 Budget and discussion and first reading of Ordinance O-11-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, adopting the Budget for Fiscal Year beginning October 1, 2022 and ending September 30, 2023; providing that expenditures for said Fiscal Year shall be made in accordance with said Budget; appropriating and setting aside the necessary funds out of the general and other revenues for said Fiscal Year for the maintenance and operation of the various departments and for various activities and improvements of the City; providing a repealing clause; providing a severability clause; and providing an effective date.

David Hall, City Manager, introduced this item and completed a presentation regarding the City Manager's Proposed Fiscal Year 2022-2023 Budget, including the proposed tax rate; operational funds; debt, special funds, and CIP; and the Make a Wish Project.

Mr. Hall answered Council's questions related to a City Newsletter, TxDOT and roadway projects, Senior Center transportation, a Council Retreat, fundraising strategies for the Make a Wish Project, broadband service, events, and partnerships with the City of Red Oak.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Shaunte L. Allen made the second. The motion carried with the following record vote:



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

Council Member Travis Bruton made a motion to close the Public Hearing. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

4. Discuss and take action to postpone vote on approval of the Proposed Fiscal Year 2022-2023 Budget to the September 13, 2022, City Council Meeting.

David Hall, City Manager, introduced this item.

Council Member Travis Bruton made a motion to postpone vote on approval of the Proposed Fiscal Year 2022-2023 Budget to the September 13, 2022, City Council Meeting. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

5. Public Hearing to receive testimony regarding the Proposed Property Tax Rate for Fiscal Year 2022 and discussion and first reading of Ordinance O-12-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, adopting and levying ad valorem taxes for the year 2022 (Fiscal Year 2022 - 2023) at a rate of \$0.632211 per one hundred dollars (\$100) assessed valuation on all taxable property within the corporate limits of the City of Glenn Heights as of January 1, 2022, to provide revenue for the payment of current expenses; providing for an interest and sinking fund for all outstanding debt of the City of Glenn Heights; providing for due and delinquent dates together with penalties and interest; approving the estimated 2022 tax roll certified by the Chief Appraisers for Dallas and Ellis Counties as allowed by law; providing a severability clause; providing a repealing clause; and providing an effective date.

Clifford Blackwell, Deputy City Manager, introduced this item and discussed the various tax rate options, as well as the proposed adopted amount.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

Council Member Emma Ipaye made a motion to close the Public Hearing. Council Member Travis Bruton made the second. The motion carried with the following record vote:

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

Council Member Travis Bruton made a motion to extend the City Council Meeting to 10:30 P.M. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

6. Public Hearing to receive testimony regarding amending the Annual Budget for the City of Glenn Heights, Texas, for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022, and discussion and first reading of Ordinance O-13-22, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Annual Budget for the City of Glenn Heights, Texas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.

Clifford Blackwell, Deputy City Manager, introduced this item and discussed various amendments.

Mr. Blackwell answered Council's questions related to the Drainage Fund.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

Council Member Travis Bruton made a motion to close the Public Hearing. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

Council Member Travis Bruton made a motion to table Agenda items 11 and 12 to the next scheduled City Council Meeting.

11. Presentation regarding Glenn Heights Senior Center programming and introduction of Teen Center services.
12. Discuss and take action on Resolution R-27-22, a Resolution of the City Council of the City of Glenn Heights, Texas, amending the City's Job Classification Table by adding the Grade 19 position of Senior Financial Analyst; providing a repealing clause; and providing for an effective date.

Council Member Emma Ipaye made the second. The motion carried with the following record vote:

**VOTE 5 Ayes** – S. Brown, Ipaye, Bruton, Allen, and Newson  
**1 Nay** – A. Brown

7. Zoning Case 22-003-RZ: Public hearing to receive testimony and discussion to vote and take action concerning a zoning change request by Randell Curington on behalf of

Glenn Heights Beltline GP, LLC. The 23.09-acre parcel is more particularly described as Tract 9 Abstract 1205 of the William Rawlins Survey and is located south of the Meadow Springs neighborhood and west of the Top of Hill Farms neighborhood, Glenn Heights, Dallas County, Texas. The applicant proposes to change the zoning of this parcel from Single-Family 1 (SF-1) to Planned Development-28 for Single-Family 3 (SF-3).

Laura Voltmann, Director of Planning and Development, introduced this item and completed a presentation regarding Maplewood South, including the location, current zoning, the purpose of the request, requested deviations, and the proposed zoning concept. She also discussed Staff recommendations.

Ms. Voltmann answered Council's questions related to neighborhood lighting, neighborhood entrances and exits, garage placement, and lot sizes.

Randell Curington, Developer, Glenn Heights Beltline GP, LLC, completed a presentation regarding Maplewood South, including the location, the zoning request, development standards, building standards, and open space.

Mr. Curington answered Council's questions related to garage placement and Homeowner Associations.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

Council Member Emma Ipaye made a motion to close the Public Hearing. Council Member Travis Bruton made the second. The motion carried with the following record vote:

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

8. Zoning Case 22-002-SUP: Public hearing to receive testimony and discussion to vote and take action concerning a Specific Use Permit request for an in-home day care by Deborah Warren. The 0.22-acre property is zoned Planned Development 19/SF-3 and is situated in the Meadow Springs Subdivision, Lot12, Block 1. The property address is 700 Shady Meadow, Glenn Heights, Dallas County, Texas.

Laura Voltmann, Director of Planning and Development, introduced this item and completed a presentation regarding the property location and rezoning request. She also discussed Staff recommendations.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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



Council Member Travis Bruton made a motion to close the Public Hearing. Council Member Shaunte L. Allen made the second. The motion carried with the following record vote:

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

9. Discuss and take action on Resolution R-25-22, a Resolution of the City Council of the City of Glenn Heights, Texas, acknowledging and accepting the automatic resignation of Council Member Sonja A. Brown, Place 1, and declaring a vacancy in the Office of Council Member Place 1 of the City of Glenn Heights; and providing an effective date.

Mayor Pro Tem Sonja A. Brown, introduced this item and discussed her automatic resignation. She discussed her past contributions while being a Council Member and shared that she was looking forward to the future.

Council Member Travis Bruton made a motion to approve Resolution R-25-22, a Resolution of the City Council of the City of Glenn Heights, Texas, acknowledging and accepting the automatic resignation of Council Member Sonja A. Brown, Place 1, and declaring a vacancy in the Office of Council Member Place 1 of the City of Glenn Heights; and providing an effective date. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

Council Member Travis Bruton made a motion to extend the City Council Meeting to 10:45 P.M. Council Member Machanta Newson made the second. The motion carried with the following record vote:

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

10. Discuss and take action confirming that the commemorative plaque that will be placed in the completed City Center facilities will display the names of the current Mayor and City Council Members.

Council Member Emma Ipaye introduced this item.

Council Member Machanta Newson made a motion approving that the commemorative plaque that will be placed in the completed City Center facilities will display the names of the current Mayor and City Council Members, including the two who resigned. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

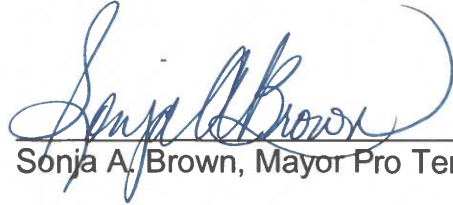
**VOTE 6 Ayes** – S. Brown, Ipaye, Bruton, A. Brown, Allen, and Newson

## **ADJOURNMENT**

Council Member Machanta Newson made a motion to adjourn. Council Member Emma Ipaye made the second. The motion carried with the following record vote:

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

The City Council Meeting adjourned at 10:32 P.M.



Sonja A. Brown, Mayor Pro Tem

Attest:

  
Brandi Brown, City Secretary  
Passed and approved on the 11<sup>th</sup> day of October 2022