



**NOTICE AND AGENDA
CITY COUNCIL
TUESDAY, FEBRUARY 6, 2024, 7:00 P.M.
REGULAR CITY COUNCIL MEETING**

Notice is hereby given that the City Council of the City of Glenn Heights, Texas will hold a Regular Called City Council Meeting on Tuesday, February 6, 2024, beginning at 7:00 P.M., in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, as prescribed by Vernon's Texas Civil Statutes, Government Code Section §551.041, to consider and possibly take action on the following agenda items. Items do not have to be taken in the same order as shown in this meeting Notice and Agenda.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

This Notice and Meeting Agenda, and the Agenda Packet, are posted online at <https://www.glennheightstx.gov/129/Agendas-Minutes>.

This City Council Meeting will be live streamed at <https://www.glennheightstx.gov/229/City-Council-Meeting-Videos>.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

The public is invited to address City Council on any topic. Speakers should complete a Public Comment form and submit it to the City Secretary prior to the beginning of the meeting. The Texas Open Meetings Act prohibits City Council from discussing or taking action on issues not posted on the agenda; however, the Mayor, City Manager or designee may provide specific factual information, recite an existing policy, or schedule a discussion of the issue for possible placement on a future agenda. Speakers are limited to a maximum of three (3) minutes.

PROCLAMATION

- American Heart Month, February 2024

EVENT

- Black History Month Showcase, February 23, 2024, 6:00 P.M. - 9:00 P.M., Glenn Heights City Center, 1938-C South Hampton Road, Glenn Heights, Texas 75154

CONSENT AGENDA

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any

item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, a Council Member, or the City Manager, and acted upon separately.

1. Discuss and take action to approve the City Council Work Session Minutes of the January 9, 2024, Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve the City Council Meeting Minutes of the January 9, 2024, City Council Meeting. (Brandi Brown, City Secretary)
3. Discuss and take action to approve the City Council Work Session Minutes of the January 23, 2024, Meeting. (Brandi Brown, City Secretary)
4. Discuss and take action to approve the City Council Meeting Minutes of the January 23, 2024, City Council Meeting. (Brandi Brown, City Secretary)

AGENDA

1. Discuss and first reading of Ordinance O-02-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances by amending Appendix A thereof, titled "Fee Schedule" at Section A5.008, "Smart Water Meter Fees" of Article A5.000 "Utilities"; providing a severability clause; providing a savings clause; and providing for an effective date. (Keith Moore, Deputy City Manager)

DEPARTMENTAL REPORT

1. Community Engagement
 - A. Family Fest 2024 (Clifford Blackwell, City Manager)

ADJOURNMENT

In accordance with the Americans with Disabilities Act, if you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email brandi.brown@glennheightstx.gov. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

I, Brandi Brown, City Secretary, do hereby certify that the above Meeting Notice and Agenda was posted in a place convenient to the Public at Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas by 5:00 P.M. on Friday, February 2, 2024.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in closed session with its attorney at any time during the course of this meeting and to receive legal advice regarding any item listed on this agenda.

Brandi Brown, City Secretary

PROCLAMATION



Office of the Mayor • City of Glenn Heights

American Heart Month February 2024

WHEREAS, during American Heart Month, we must recommit to promoting heart-healthy lifestyles, expanding access to quality health care, and breaking new bounds in heart disease research and treatment; and

WHEREAS, each year, heart disease takes the lives of nearly 700,000 Americans. Too many of us are familiar with the pain of losing a loved one to a heart attack, stroke, or coronary heart disease, but there is still hope. With the adoption of a healthy lifestyle and access to good health care, these conditions can often be prevented and lives can be saved; and

WHEREAS, it is also important for every person to be aware of individual actions we can take to keep our hearts healthy - exercising regularly, eating well, managing weight, and avoiding smoking or vaping are proven to reduce the risk of cardiovascular disease. Experts also recommend that everyone should learn the warning signs of a heart attack and stroke and that they should consult a doctor if they experience risk factors or symptoms. Also, to learn more about heart health, please talk to your health care provider or visit [CDC.gov/heartdisease](https://www.cdc.gov/heartdisease); and

WHEREAS, during American Heart Month, may we also remember the lives of all those who have been lost to heart conditions and all the people who live with these conditions each day.

NOW, THEREFORE, I, Sonja A. Brown, Mayor of the City of Glenn Heights, Texas, do hereby proclaim February 2024 as **American Heart Month**, and I invite all residents to join me in recognizing and reaffirming our commitment to fighting cardiovascular disease.

IN WITNESS WHEREOF, I have hereunto set my hand this sixth day of February in the year of our Lord two thousand twenty-four.

Sonja A. Brown, Mayor
Glenn Heights, Dallas County, Texas

AGENDA SUMMARY SHEET

February 6, 2024

CONSENT AGENDA, ITEM 1

Discuss and take action to approve the City Council Work Session Minutes of the January 9, 2024, Meeting. (Brandi Brown, City Secretary)

Motion	
Second	
For	Brown, Garrett, Mosley, Bruton, Hale, Lightfoot, Benford
Against	Brown, Garrett, Mosley, Bruton, Hale, Lightfoot, Benford
Abstain	
Approve/ Deny/ Table	

[illegible]

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

JANUARY 9, 2024

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 9th day of January 2024, the City Council of the City of Glenn Heights, Texas, met in a City Council Work Session 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
Harry A. Garrett*	*	Mayor Pro Tem, Place 2
Sherron Mosley	*	Council Member, Place 1
Travis Bruton	*	Council Member, Place 3
Laymon Lightfoot	*	Council Member, Place 5
Cornel Benford II	*	Council Member, Place 6

*Mayor Pro Tem Harry A. Garrett arrived at 6:43 P.M.

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Barrett Albright	*	Parks & Recreation Superintendent
Nick Bristow	*	Chief of Police
Kathi Morgan	*	IT Administrator
Parviz Pourazizian	*	Director of Planning & Development Services
Nick Williams	*	Fire Chief

CONSULTANT:

Victoria Thomas	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Work Session to order at 6:33 P.M., with a quorum of the City Council present.

AGENDA

1. Presentation and discussion regarding the Youth Advisory Committee.

Council Member Travis Bruton introduced this item and completed a Presentation regarding the history, composition, and responsibilities of the Youth Advisory

Committee. He also discussed Committee recruitment and incentives, and the application.

Councilman Bruton, Clifford Blackwell, City Manager, and Victoria Thomas, City Attorney, discussed the purpose of the Committee, and answered other Council questions related to adding additional requirements to the application and application process.

ADJOURNMENT

Council Member Cornel Benford II made a motion to adjourn. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

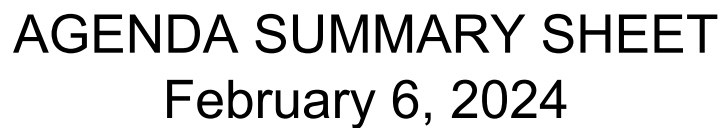
VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

Mayor Sonja A. Brown adjourned the meeting at 7:06 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 6th day of February 2024



Discuss and take action to approve the City Council Meeting Minutes of the January 9, 2024, City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

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

JANUARY 9, 2024

STATE OF TEXAS *

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On the 9th day of January 2024, the City Council of the City of Glenn Heights, Texas, met in a Regular City Council 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
Harry A. Garrett	*	Mayor Pro Tem, Place 2
Sherron Mosley	*	Council Member, Place 1
Travis Bruton	*	Council Member, Place 3
Laymon Lightfoot	*	Council Member, Place 5
Cornel Benford II	*	Council Member, Place 6

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Barrett Albright	*	Parks & Recreation Superintendent
Nick Bristow	*	Chief of Police
Kathi Morgan	*	IT Administrator
Parviz Pourazizian	*	Director of Planning & Development Services
Nick Williams	*	Fire Chief

CONSULTANT:

Victoria Thomas	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Meeting to order at 7:07 P.M., with a quorum of the City Council present.

INVOCATION

Pastor Kevin Taylor, Harvest of Praise Ministry, delivered the Invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

- Richard Harvey, address on file: discussed a leaking fire hydrant and issues it had caused, and requested repair.
- Mayor Pro Tem Harry A. Garrett, thanked the Council for their support during his absence.

PROCLAMATION

Mayor Sonja A. Brown read the following Proclamation:

- Martin Luther King Jr. Day, January 15, 2024

EVENTS

Mayor Sonja A. Brown announced the following Events:

- DeSoto State Championship Parade and Pep Rally, hosted by DeSoto ISD and the Cities of DeSoto and Glenn Heights, January 13, 2024, 11:00 A.M., Parade Route: 224 Amber Ln., west to Hampton Road, north to Eagle Drive, and then west to 600 Eagle Drive at the Chris Dyer Gymnasium
- State of the City Address, January 20, 2024, 9:00 A.M., Glenn Heights Community Center, 1938-D South Hampton Road, Glenn Heights, Texas 75154
- Groundbreaking Ceremony - Glenn Heights All Abilities Park, January 20, 2024, 11:00 A.M., Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas 75154
- Glenn Heights Fire Department Push-In Ceremony, January 23, 2024, 5:30 P.M., Glenn Heights Fire Station, 1938-B South Hampton Road, Glenn Heights, Texas 75154

CONSENT AGENDA

1. Discuss and take action to approve the City Council Work Session Minutes of the December 5, 2023, Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve the City Council Meeting Minutes of the December 5, 2023, City Council Meeting. (Brandi Brown, City Secretary)
3. Acknowledge receipt of the November 2023 Financial Reports. (Sherry Roberts, Finance Director)
4. Plat Case FP-015-23: Discuss and take action to approve a Replat Request by DJ Jarratt, on behalf of RGH Assets, LLC for Sagebrush Nursery Addition, for a total of approximately 10.30 acres being comprised of 5.14 acres in the Samuel Clark Survey Abstract No. 249, Lot 1, Block A, Sagebrush Nursery Addition, recorded in Volume 99999997050, Page 166 and 5.16 acres situated in the Samuel Clark Survey Abstract No. 249, Tract 2 of the Sagebrush Nursery Addition, recorded as Document Number

202200302209, both in the City of Glenn Heights, Dallas County and being recorded in the Deed Records of Dallas County Texas. (Parviz Pourazizian, Director of Planning & Development Services)

Council Member Travis Bruton made a motion to approve Consent Agenda Items 1-4. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

AGENDA

1. Discuss and take action on the Youth Advisory Committee.

Council Member Travis Bruton briefly introduced this item.

Council Member Travis Bruton made a motion to begin advertising the Youth Advisory Committee and application, and accepting applications February 1, 2024, through May 31, 2024, to make selections for the Committee in June or July, for the Youth Advisory Committee be activated August 1, 2024, and that the proposed application discussed include a Grade Point Average request. Mayor Sonja A. Brown amended the motion to include language regarding minimum words required for question number four. Council Member Travis Bruton accepted the amendment. Mayor Pro Tem Harry A. Garrett made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

2. Discuss and first reading of Ordinance O-15-23, an Ordinance of the City Council of the City of Glenn Heights, Texas repealing and replacing Article 1.09, Code of Ordinances, City of Glenn Heights, Texas adopting a City Seal or Logo, providing for the authorized use of the City Seal or Logo, providing a repealing clause; providing a severability clause; and providing an effective date.

Keith Moore, Deputy City Manager, introduced this item and completed a brief presentation regarding the history and modification of the City Logo.

3. Discuss and first reading of Ordinance O-04-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Glenn Heights Code of Ordinances, by amending Appendix A "Fee Schedule" at Article A12.000 "Parks and Recreation" at Section A12.001 "Parks and Recreation" at Subsection (C) "Community Center Membership Fees"; providing a severability clause; and providing an effective date.

Clifford Blackwell, City Manager, introduced this item and discussed why the Ordinance addressed Employee/Staff usage fees, and Council Member Cornel Benford II discussed how the Ordinance would modify Membership Fees related to City Council's immediate family members.

4. Discuss and first reading of Ordinance O-03-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances, Exhibit 14A “Zoning Ordinance”, Article IX “Zoning Districts”, Section 4 “Overlay and Special Districts” at Subsection IX.4.2 “PD-Planned Development District” by amending section C ‘Planned Development Requirements”; providing a penalty clause; providing a severability clause; providing a repealing clause; and providing an effective date.

Parviz Pourazizian, Director of Planning & Development Services, introduced this item and completed a brief presentation regarding Zoning District requirements.

Mr. Pourazizian answered Council’s questions related to what types of zoning this item would affect and if/when items would still go to Council.

5. Discussion to receive input from City Council regarding Fiscal Year 2023-2024 2nd Quarter Community Engagement Events.

Clifford Blackwell, City Manager, introduced this item and completed a brief presentation regarding Fiscal Year 2023-2024 2nd Quarter Community Engagement Events.

Mr. Blackwell answered Council’s questions related to the planning of a Small Business Expo.

6. Discuss and take action to approve Resolution R-01-24, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City Manager to sign an Intergovernmental Cooperative Purchasing Agreement with Region 8 Education Service Center for the Interlocal Purchasing System (“TIPS”) Program; and providing an effective date.

Sherry Roberts, Director of Finance, introduced this item and discussed the benefits of the Interlocal Purchasing System (“TIPS”) Program.

Mrs. Roberts answered Council’s questions related to the financial impacts and the time joining the TIPS Program would save Staff, as well as the RFP and RFQ processes.

Mayor Pro Tem Harry A. Garrett made a motion to approve Resolution R-01-24, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City Manager to sign an Intergovernmental Cooperative Purchasing Agreement with Region 8 Education Service Center for the Interlocal Purchasing System (“TIPS”) Program; and providing an effective date. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

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

Brandi Brown, City Secretary, introduced this item.

Council Member Laymon Lightfoot nominated Mayor Pro Tem Harry A. Garrett to be reelected. Council Member Cornel Benford II made the second. Council Member Travis Bruton nominated himself. Council Member Sherron Mosley made the second.

After private voting, Mayor Pro Tem Harry A. Garrett received four (4) votes and Council Member Travis Bruton received two (2) votes.

Council Member Laymon Lightfoot made a motion to name Harry A. Garrett Mayor Pro Tem. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

DEPARTMENTAL REPORTS

1. Planning & Development Services

Parviz Pourazizian, Director of Planning & Development Services, discussed the City's proposed Comprehensive Plan and the International Code Council (ICC), and provided updates on the Paradise Estates and Stewart Farms Development Projects.

2. Parks & Recreation Department

Barrett Albright, Parks & Recreation Superintendent, discussed future programming for the Parks and Recreation Department and the implementation of Active Net.

Mr. Albright answered Council's questions related to Active Net and other similar systems, forms of payment accepted, the placement of computers in the Youth Room, and popular programming currently in place. He also received feedback from Council regarding programs they would like to see implemented.

ADJOURNMENT

Council Member Cornel Benford II made a motion to adjourn. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Mosley, Bruton, Lightfoot, and Benford

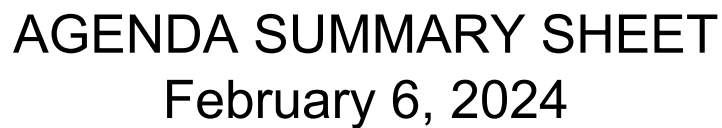
Mayor Sonja A. Brown adjourned the meeting at 8:43 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary

Passed and approved on the 6th day of February 2024



Discuss and take action to approve the City Council Work Session Minutes of the January 23, 2024, Meeting. (Brandi Brown, City Secretary)

[illegible]

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

JANUARY 23, 2024

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 23rd day of January 2024, the City Council of the City of Glenn Heights, Texas, met in a City Council Work Session 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
Harry A. Garrett*	*	Mayor Pro Tem, Place 2
Travis Bruton	*	Council Member, Place 3
Stephanne Hale	*	Council Member, Place 4
Laymon Lightfoot	*	Council Member, Place 5
Cornel Benford II	*	Council Member, Place 6

*Mayor Pro Tem Harry A. Garrett arrived at 6:46 P.M.

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Barrett Albright	*	Parks & Recreation Superintendent
Nick Bristow	*	Chief of Police
Kathi Morgan	*	IT Administrator
Parviz Pourazizian	*	Director of Planning & Development Services
Andrew Waits	*	Utility Superintendent
Nick Williams	*	Fire Chief

CONSULTANT:

Lan'Tiqua Burks	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the Work Session to order at 6:33 P.M., with a quorum of the City Council present.

AGENDA

1. Presentation and discussion regarding City Monument Signage.

Keith Moore, Deputy City Manager, introduced this item and completed a presentation regarding City Monument Signage history and City Gateway locations that need signage, and recommendations needed.

Mr. Moore answered Council’s questions related to monuments that will remain in place and ownership of some monuments and received feedback.

ADJOURNMENT

Council Member Stephanie Hale made a motion to adjourn. Council Member Council Member Cornel Benford II made the second. The motion carried with the following record vote:

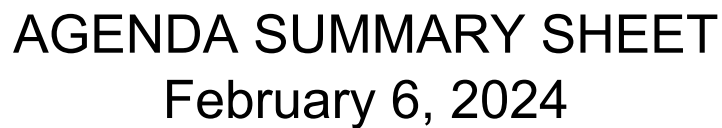
VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown adjourned the meeting at 6:56 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 6th day of February 2024



Discuss and take action to approve the City Council Meeting Minutes of the January 23, 2024, City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

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

JANUARY 23, 2024

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 23rd day of January 2024, the City Council of the City of Glenn Heights, Texas, met in a Regular City Council 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
Harry A. Garrett	*	Mayor Pro Tem, Place 2
Travis Bruton	*	Council Member, Place 3
Stephanne Hale	*	Council Member, Place 4
Laymon Lightfoot	*	Council Member, Place 5
Cornel Benford II	*	Council Member, Place 6

STAFF:

Clifford Blackwell	*	City Manager
Keith Moore	*	Deputy City Manager
Brandi Brown	*	City Secretary
Barrett Albright	*	Parks & Recreation Superintendent
Nick Bristow	*	Chief of Police
Kathi Morgan	*	IT Administrator
Parviz Pourazizian	*	Director of Planning & Development Services
Andrew Waits	*	Utility Superintendent
Nick Williams	*	Fire Chief

CONSULTANT:

Lan'Tiqua Burks	*	City Attorney's Office
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CALL TO ORDER

Mayor Sonja A. Brown called the City Council Meeting to order at 7:00 P.M., with a quorum of the City Council present.

INVOCATION

Mayor Pro Tem Harry A. Garrett delivered the Invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

There were no Public Comments made.

PROCLAMATION AND PRESENTATION OF A KEY TO THE CITY

Mayor Sonja A. Brown read the following Proclamation:

- Recognition of the DeSoto Eagles Football Team, 2023 UIL-6A Division II State Champions

Council Member Cornel Benford II presented Coach Claude Mathis with a Key to the City.

RECOGNITION

Nicholas Williams, Fire Chief, presented Joshua Lascano, Glenn Heights Firefighter/EMT, with the Chief's Commendation Award for being recognized by the State of Texas Public Safety Commission for the acts he displayed while off-duty on January 31, 2023.

SWEARING-IN CEREMONY

Mayor Sonja A. Brown administered the Oath of Office to Mayor Pro Tem Elect, Harry A. Garrett.

Mayor Sonja A. Brown announced a brief recess for refreshments at 7:16 P.M. Mayor Brown reconvened the meeting at 7:31 P.M.

PROCLAMATION

Mayor Sonja A. Brown read the following Proclamation:

- Black History Month, February 2024

EVENTS

Mayor Sonja A. Brown announced the following Events:

- Groundbreaking Ceremony - Glenn Heights All Abilities Park, January 31, 2024, 6:00 P.M., Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas 75154
- Black History Month Showcase, February 2024, 6:00 P.M., Glenn Heights Community Center, 1938-D South Hampton Road, Glenn Heights, Texas 75154

STAFF INTRODUCTIONS

Clifford Blackwell, City Manager, made the following Staff Introductions:

- Brandon Lampkin, Utility Worker II
- Terence Taylor, Police Officer
- Sir Fabian Freeman, Human Resources Generalist
- Andrew Waits, Utility Superintendent

CONSENT AGENDA

1. Acknowledge receipt of the December 2023 Financial Reports. (Sherry Roberts, Finance Director)
2. Discuss and take action to approve Ordinance O-15-23, an Ordinance of the City Council of the City of Glenn Heights, Texas repealing and replacing Article 1.09, Code of Ordinances, City of Glenn Heights, Texas adopting a City Seal or Logo, providing for the authorized use of the City Seal or Logo, providing a repealing clause; providing a severability clause; and providing an effective date. (Second Reading) (Keith Moore, Deputy City Manager)
3. Discuss and take action to approve Ordinance O-03-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances, Exhibit 14A "Zoning Ordinance", Article IX "Zoning Districts", Section 4 "Overlay and Special Districts" at Subsection IX.4.2 "PD-Planned Development District" by amending section C "Planned Development Requirements"; providing a penalty clause; providing a severability clause; providing a repealing clause; and providing an effective date. (Second Reading) (Parviz Pourazizian, Director of Planning & Development Services)
4. Discuss and take action to approve Resolution R-41-23, a Resolution of the City Council of the City of Glenn Heights, Texas, renumbering, readopting, and ratifying a Resolution previously adopted as Resolution No. R-24-23 on September 19, 2023, to readopt and ratify the Council's action appointing Directors to the Board of Directors of the Glenn Heights Housing Finance Corporation; providing a repealing clause; and providing for an effective date. (Brandi Brown, City Secretary)

Council Member Laymon Lightfoot made a motion to approve Consent Agenda Items 1-4. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

AGENDA

1. Discuss and take action to approve Ordinance O-04-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Glenn Heights Code of Ordinances, by amending Appendix A "Fee Schedule" at Article A12.000 "Parks and Recreation" at Section A12.001 "Parks and Recreation" at Subsection (C) "Community Center Membership Fees"; providing a severability clause; and providing an effective date. (Second Reading)

Clifford Blackwell, City Manager, introduced this item and discussed why the Ordinance addressed Employee/Staff usage fees, and explained that Council Member

Cornel Benford II's request to modify the Ordinance as it related to Membership Fees for the immediate Family Members of Council Members had been removed.

Council Member Laymon Lightfoot made a motion to approve Ordinance O-04-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Glenn Heights Code of Ordinances, by amending Appendix A "Fee Schedule" at Article A12.000 "Parks and Recreation" at Section A12.001 "Parks and Recreation" at Subsection (C) "Community Center Membership Fees"; providing a severability clause; and providing an effective date. Mayor Pro Tem Harry A. Garrett made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

2. Discuss and take action on the Glenn Heights Library Card Voucher Program.

Mayor Sonja A. Brown introduced this item and Clifford Blackwell, City Manager, answered Council's questions regarding the number of vouchers mentioned in the Interlocal Agreement.

Mayor Pro Tem Harry A. Garrett made a motion to approve the Interlocal Agreement regarding the Glenn Heights Library Card Voucher Program with the City of DeSoto. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

3. Discuss and take action on Resolution R-02-24, a Resolution of the City Council of the City of Glenn Heights, Texas, casting its vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District.

Brandi Brown, City Secretary, introduced this item and completed a presentation regarding the election and candidates.

After Mayor Sonja A. Brown polled Council, Council Member Laymon Lightfoot made a motion to approve Resolution R-02-24, a Resolution of the City Council of the City of Glenn Heights, Texas, casting its vote for Michael Hurtt as the fourth member of the Board of Directors of the Dallas Central Appraisal District. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

DEPARTMENTAL REPORTS

1. Glenn Heights Fire Department

Nicholas Williams, Fire Chief, announced the following Staff Promotions:

- Deputy Chief Chad Moore

- Jason Cates, Captain
- Jeff Wesson, Engineer; and

that Ladder Truck 301 went into service on January 23, 2024, and will become the Departments frontline vehicle on April 1, 2024.

ADJOURNMENT

Mayor Pro Tem Harry A. Garrett made a motion to adjourn. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown adjourned the meeting at 7:55 P.M.

Sonja A. Brown, Mayor

Attest:

Brandi Brown, City Secretary
Passed and approved on the 6th day of February 2024

AGENDA SUMMARY SHEET

February 6, 2024

AGENDA, ITEM 1

Discuss and first reading of Ordinance O-02-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Code of Ordinances by amending Appendix A thereof, titled "Fee Schedule" at Section A5.008, "Smart Water Meter Fees" of Article A5.000 "Utilities"; providing a severability clause; providing a savings clause; and providing for an effective date. (Keith Moore, Deputy City Manager)

Motion	
Second	
For	Brown, Garrett, Mosley, Bruton, Hale, Lightfoot, Benford
Against	Brown, Garrett, Mosley, Bruton, Hale, Lightfoot, Benford
Abstain	
Approve/ Deny/ Table	

[illegible]

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS

ORDINANCE NO. O-02-24

AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING APPENDIX A THEREOF, TITLED “FEE SCHEDULE” AT SECTION A5.008, “SMART WATER METER FEES” OF ARTICLE A5.000 “UTILITIES”; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the fees and charges for services offered by the City of Glenn Heights are consolidated in the “Fee Schedule”, Appendix A to the City of Glenn Heights Code of Ordinances ; and

WHEREAS, due to increased equipment costs related to smart water meters, the City administration has recommended amendment of the smart water meter fee to cover the costs thereof; and

WHEREAS, the City Council has determined that amendment of the smart water meter fees set forth in the Fee Schedule is in the best interest of the citizens of the City of Glenn Heights and serves the general welfare and should be approved;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:

SECTION 1. That the City of Glenn Heights Code of Ordinances is amended by amending Appendix A titled “Fee Schedule” at Section A5.008 “Smart Water Meter Fees” to Article A5.000, “Utilities” to read as follows:

“APPENDIX A FEE SCHEDULE

. . .

ARTICLE A5.000 UTILITIES

. . .

Section A5.008 Smart Water Meter Fees

The smart water meter fee shall be based upon the size and type of the smart water meter as follows:

Size	Type	Price
3/4" X 5/8"	ALD	At Cost
3/4" X 5/8"	AMI	At Cost
1" X 1"	ALD	At Cost
1 1/2" X 1 1/2"	AMI	At Cost
2" X 2"	ALD	At Cost
3" X 3"	AMI	At Cost
4" X 4"	AMI	At Cost

SECTION 2. All provisions of the ordinances of the City of Glenn Heights, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and that all other provisions of the ordinances of the city not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, which shall remain in full force and effect.

SECTION 4 This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS ON THIS THE ____ DAY OF _____, 2024.

APPROVED:

Sonja A. Brown, Mayor

ATTEST:

Brandi Brown, City Secretary

APPROVED AS TO FORM:

Victoria W. Thomas, City Attorney
4860-8803-2671, v. 1

Smart Meter Fee Schedule



KEITH MOORE

DEPUTY CITY MANAGER

FEBRUARY 6, 2024

Smart Meter Fee Schedule Change



CURRENT FEE SCHEDULE

□ 3/4" x 5/8" ALD	\$363.00	(\$390.53)
□ 3/4" x 5/8" AMI	\$264.00	
□ 1" x 1" ALD	\$489.50	(\$578.90)
□ 1-1/2" x 1-1/2" AMI	\$737.00	(\$1,169.56)
□ 2" x 2" ALD	\$1,072.50	(\$1,503.67)
□ 3" x 3" AMI	\$2,420.00	(\$2,561.86)
□ 4" x 4" AMI	\$3,520.00	(\$3,675.70)

PROPOSED FEE SCHEDULE

□ 3/4" x 5/8" ALD	\$ At Cost
□ 3/4" x 5/8" AMI	\$ At Cost
□ 1" x 1" ALD	\$ At Cost
□ 1-1/2" x 1-1/2" AMI	\$ At Cost
□ 2" x 2" ALD	\$ At Cost
□ 3" x 3" AMI	\$ At Cost
□ 4" x 4" AMI	\$ At Cost

Staff Recommendation



- ☐ Staff recommends approval of Ordinance O-02-24 an amendment to the smart meter Fee Schedule.

Questions



[illegible]