



City of Glenn Heights

City Council Meeting

Agenda Packet

April 7, 2020

Meeting starts at 7:00 p.m.



**NOTICE AND AGENDA  
CITY COUNCIL  
TUESDAY, APRIL 7, 2020 7:00 P.M.  
REGULAR CITY COUNCIL MEETING**

Notice is hereby given in accordance with the Order of the Office of the Governor issued March 16, 2020, the City of Glenn Heights will conduct a Regular Meeting by telephone and video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (CoVID-19).

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

To view this Council Meeting live, please use the following link: <https://www.facebook.com/CityofGlennHeights>.

Notice is hereby given that the City of Glenn Heights City Council will hold a Regular City Council Meeting on Tuesday, April 7, 2020, beginning at 7:00 P.M. via telephone and video conference 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.

**CALL TO ORDER**

**INVOCATION** – Council Member Jeremy Woods, Sr.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

If you would like to make a Public Comment during the “Public Comment” portion of the meeting, please email Brandi Brown, City Secretary, at [brandi.brown@glennheightstx.gov](mailto:brandi.brown@glennheightstx.gov) no later than **6:00 P.M. on April 7, 2020**. Please include the following information in your email:

- Name
- Address
- Email Address and Phone Number
- Agenda Item or General Subject of Your Comment

Once your request is received, you will be given information to access the meeting via telephone or video conference (which provides two-way communication during the Public Comment portion of the meeting).

**PROCLAMATION**

- National Crime Victims’ Rights Week, April 19-25, 2020

**CONSENT AGENDA**

1. Discuss and take action to approve City Council Meeting Minutes of the March 17, 2020, Special Called City Council Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve City Council Meeting Minutes of the March 17, 2020, Regular Called City Council Meeting. (Brandi Brown, City Secretary)
3. Discuss and take action to approve the Budget Calendar for Fiscal Year 2020 - 2021. (Phillip Conner, Finance Director)

## **AGENDA**

1. Discuss and take action to approve the absence of Mayor Pro Tem Sonja A. Brown from the Special Called and Regular Called City Council Meetings on March 17, 2020. (Mayor Pro Tem Sonja A. Brown)
2. Discuss and take action acknowledging receipt of Waste Management's Rate Increase notice. (David Hall, City Manager)
3. Discuss and take action to approve Resolution R-09-20, a Resolution of the City of Glenn Heights, Texas, implementing a temporary suspension of late fees imposed on residents as the result of late payments of all utility bills during the State of Local Disaster declared by the Mayor and continued by the City Council; providing for the repeal of any and all resolutions in conflict; providing for severability clause; and providing an effective date. (Council Member Shaunte L. Allen)
4. Discuss and take action to determine that circumstances involving public urgency or other important public purpose require that Ordinance O-06-20 be adopted after consideration at only one meeting. (Jaynice Porter-Brathwaite, Human Resources Director)
5. Discuss and take action to approve Ordinance O-06-20, an Ordinance of the City of Glenn Heights, Texas, repealing Ordinance O-04-20 which amended the City's Personnel Policy by adding a new Section 6.17 Emergency Pandemic Leave; providing a repealing clause; providing a severability clause; and providing an effective date. (Jaynice Porter-Brathwaite, Human Resources Director)

## **EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:
  - A. pursuant to Government Code, Section 551.071, Consultation with City Attorney to receive legal advice related to postponing the May 2, 2020 Special Election to Fill a Vacancy.
2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:

- A. conducted pursuant to Section 551.071, Consultation with City Attorney to receive legal advice related to postponing the May 2, 2020 Special Election to Fill a Vacancy.

## **AGENDA**

6. Discuss and take action to approve Resolution R-08-20, a Resolution of the City of Glenn Heights, Texas, postponing the Special Election to be held on the 2<sup>nd</sup> day of May, 2020, for the purpose of electing a member of the Glenn Heights City Council for Place 4; rescheduling that election to the November 3, 2020 Uniform Election date; reserving the right and authority to reschedule this election to such other date as may be allowed by law and approved by subsequent Resolution; designating polling places; authorizing execution of joint election contracts for the November 3, 2020 Election; providing a repealing clause; providing a severability clause; and providing for an effective date. (Brandi Brown, City Secretary)

## **ADJOURNMENT**

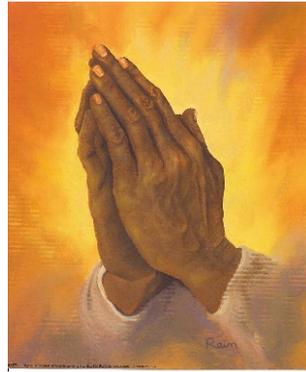
In accordance with the Americans with Disabilities Act, If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email [brandi.brown@glennheightstx.gov](mailto: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 were posted in a place convenient to the Public at Glenn Heights City Hall, 1938 South Hampton Road, Glenn Heights, Texas, by 5:00 p.m. on Friday, April 3, 2020, 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.

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Brandi Brown, City Secretary

# Invocation



Council Member Jeremy Woods, Sr.





PROCLAMATION SUMMARY SHEET  
APRIL 7, 2020

- National Crime Victims' Rights Week, April 19-25, 2020

# PROCLAMATION



Office of the Mayor • City of Glenn Heights

**National Crime Victims' Rights Week  
April 19 – 25, 2020**



- WHEREAS,** the victims' rights movement has resulted in the passage of laws at the local, state, and federal levels that established essential rights for crime victims and have provided victims with ways to participate meaningfully throughout the criminal justice process; and
- WHEREAS,** the rights of crime victims are best protected when all participants in the criminal justice process — not only victims — are appropriately educated about victims' rights; and
- WHEREAS,** supporting victims of crime is crucial to the U.S. justice system because our support honors the experiences of victims and allows them to find autonomy, empowerment through achieving self-defined goals, and allows victims access to assistance and the support they need to rebuild their lives; and
- WHEREAS,** the accomplishments of the victims' rights movement — achieved through compassion and collaboration, and built on the courageous advocacy of individual victims and their families across the country, inspire in us hope for future progress and greater healing; and
- WHEREAS,** we are determined to respond to crime and violence by helping victims find not only support, recovery, and justice, but also a sense of hope for their future, and National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and
- WHEREAS,** the City of Glenn Heights is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim service providers, and bringing hope and healing to all victims and survivors.

**NOW, THEREFORE, I, Harry A. Garrett**, Mayor of the City of Glenn Heights, Texas, do hereby proclaim the week of April 19–25, 2020, as **National Crime Victims’ Rights Week** in the City of Glenn Heights and reaffirm the City of Glenn Heights’ commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims’ Rights Week and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

**IN WITNESS WHEREOF**, I have hereunto set my hand this seventh day of April in the year of our Lord two thousand twenty.

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Harry A. Garrett, Mayor  
Glenn Heights, Dallas County, Texas



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

**MARCH 17, 2020**

**STATE OF TEXAS** \*  
**COUNTIES OF DALLAS AND ELLIS** \*  
**CITY OF GLENN HEIGHTS** \*

On the 17<sup>th</sup> day of March 2020, the City Council of the City of Glenn Heights met in a Special Called meeting at the Glenn Heights City Hall, City Council Chambers, in Glenn Heights, Texas located at 1938 South Hampton Road with the following members present:

**CITY COUNCIL:**

Harry A. Garrett	*	Mayor
Emma Ipaye	*	Council Member
Jeremy Woods, Sr.	*	Council Member
Ron Adams	*	Council Member
Shaunte L. Allen	*	Council Member
Machanta Newson	*	Council Member

**STAFF:**

David Hall	*	City Manager
Brandi Brown	*	City Secretary
Phillip Conner	*	Finance Director
Byron Hardy	*	IT Administrator
Keith Moore	*	Fire Chief

**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 6:37 P.M. with a quorum of the City Council present.

**INVOCATION**

Keith Moore, Fire Chief, City of Glenn Heights, delivered the Invocation.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

There were no Public Comments.

**AGENDA**

Council Member Jeremy Woods, Sr. made a motion to combine Agenda Item 1 and Agenda Item 6. Council Member Machanta Newson made the second. The motion carried with the following vote:

**VOTE 5 Ayes** – Garrett, Ipaye, Woods, Allen, and Newson (Council Member Ron Adams was not present for this vote.)

1. Update on the Novel Coronavirus (COVID-19).
6. Update on implementation of Alternate Work Schedules.

Keith Moore, Fire Chief and Emergency Management Coordinator, introduced this item. Chief Moore and David Hall, City Manager, completed a formal presentation regarding the Novel Coronavirus history since March 10, 2020, its spread rate in the United States, the number of cases in Texas, known cases in Dallas and Ellis Counties, and what actions the City is taking related to safeguarding the public and City staff to prevent the spread of the Coronavirus. Chief Moore and Mr. Hall answered Council's questions regarding the current policy related to charging a late fee for water utility bills and how that can be suspended, if the fee charged to make a water utility payment online would be waived, financial assistance for residents that cannot pay their water utility bill, the program that provides meals to senior citizens, and press releases made by DeSoto and Red Oak Independent School Districts.

2. Discuss and take action to approve Resolution R-07-20, a Resolution of the City of Glenn Heights, Texas, ratifying a Declaration of Local State of Disaster and an associated Control Order, both issued by Mayor Harry A. Garrett in response to concerns related to the Coronavirus Disease 2019 (COVID-19) and consenting to continuation of the Declaration of Local Disaster and the associated Control Order or entry of an amended control order by the Council, for a period of time greater than seven days; providing for the repeal of any and all Resolutions in conflict; providing for severability clause; and providing an effective date.

David Hall, City Manager, introduced this item. Mr. Hall, Keith Moore, Fire Chief, and Victoria Thomas, City Attorney, answered Council's questions related to what procedures Dallas and Ellis Counties are following, how this action may affect Churches, and gathering limits.

Council Member Emma Ipaye made a motion to approve Resolution R-07-20, a Resolution of the City of Glenn Heights, Texas, ratifying a Declaration of Local State of Disaster and an associated Control Order, both issued by Mayor Harry A. Garrett in response to concerns related to the Coronavirus Disease 2019 (COVID-19) and consenting to continuation of the Declaration of Local Disaster and the associated Control Order or entry of an amended control order by the Council, for a period of time greater than seven days; providing for the repeal of any and all Resolutions in conflict;

providing for severability clause; and providing an effective date. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes – Garrett, Ipaye, Woods, Adams, Allen, and Newson**

3. Discuss and take action to determine that circumstances involving public urgency or other important public purpose require that Ordinance O-04-20 be adopted after consideration at only one meeting.

David Hall, City Manager, introduced this item.

Council Member Ron Adams made a motion determining that circumstances involving public urgency or other important public purpose require that Ordinance O-04-20 be adopted after consideration at only one meeting. Council Member Shaunte L. Allen made the second. The motion carried with the following vote:

**VOTE 6 Ayes – Garrett, Ipaye, Woods, Adams, Allen, and Newson**

4. Discuss and take action to approve Ordinance O-04-20, an Ordinance 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, and O-06-19 by adding a new Section 6.17 establishing an emergency pandemic leave policy; providing a repealing clause; providing a savings clause; providing a severability clause; and providing an effective date.

David Hall, City Manager, introduced this item.

Council Member Shaunte L. Allen made a motion to approve Ordinance O-04-20, an Ordinance 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, and O-06-19 by adding a new Section 6.17 establishing an emergency pandemic leave policy; providing a repealing clause; providing a savings clause; providing a severability clause; and providing an effective date. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes – Garrett, Ipaye, Woods, Adams, Allen, and Newson**

5. Discuss and take action to approve a change to the employee payment method, requiring ACH payment.

David Hall, City Manager, introduced this item and requested that it be tabled indefinitely.

Council Member Ron Adams made a motion to table Agenda Item 5 indefinitely. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes –** Garrett, Ipaye, Woods, Adams, Allen, and Newson

Council Member Ron Adams made a motion to recess the Special Called City Council Meeting. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes –** Garrett, Ipaye, Woods, Adams, Allen, and Newson

Mayor Harry A. Garrett announced a recess of the of the Special Called City Council Meeting at 7:21 P.M.

Council Member Jeremy Woods, Sr. made a motion to reconvene the Special Called City Council Meeting. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes –** Garrett, Ipaye, Woods, Adams, Allen, and Newson

Mayor Harry A. Garrett reconvened the Special Called City Council Meeting at 9:10 P.M.

#### **EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:
  - A. pursuant to Government Code, Section 551.045, Exception to General Rule: Notice of Emergency Addition to Agenda, the City Council will meet pursuant to Government Code, Section 551.071, Consultation with City Attorney to receive legal advice related to Texas Open Meetings Act compliance during Declared Disasters or States of Emergency.

Council Member Jeremy Woods, Sr. made a motion to convene into Executive Session. Council Member Machanta Newson made the second. The motion carried with the following vote:

**VOTE 6 Ayes –** Garrett, Ipaye, Woods, Adams, Allen, and Newson

City Council convened into Executive Session at 9:10 P.M.

2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:
  - A. conducted pursuant to Government Code, Section 551.045, Exception to General Rule: Notice of Emergency Addition to Agenda, the City Council will

meet pursuant to Government Code, Section 551.071, Consultation with City Attorney to receive legal advice related to Texas Open Meetings Act compliance during Declared Disasters or States of Emergency.

Council Member Ron Adams made a motion to reconvene into Open Session. Council Member Emma Ipaye made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

City Council reconvened into Open Session at 9:30 P.M.

Council Member Jeremy Woods, Sr. made a motion authorizing the City Manager to utilize video conferencing for City Council Meetings and any other meetings governed by the Texas Open Meetings Act. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

#### **ADJOURNMENT**

Council Member Ron Adams made a motion to adjourn. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

Mayor Harry A. Garrett adjourned the meeting at 9:34 P.M.

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Harry A. Garrett, Mayor

Attest:

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Brandi Brown, City Secretary  
Passed and approved on the 7<sup>th</sup> day of April 2020



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

**MARCH 17, 2020**

**STATE OF TEXAS** \*  
**COUNTIES OF DALLAS AND ELLIS** \*  
**CITY OF GLENN HEIGHTS** \*

On the 17<sup>th</sup> day of March 2020, the City Council of the City of Glenn Heights met in a Regular meeting at the Glenn Heights City Hall, City Council Chambers, in Glenn Heights, Texas located at 1938 South Hampton Road with the following members present:

**CITY COUNCIL:**

Harry A. Garrett	*	Mayor
Emma Ipaye	*	Council Member
Jeremy Woods, Sr.	*	Council Member
Ron Adams	*	Council Member
Shaunte L. Allen	*	Council Member
Machanta Newson	*	Council Member

**STAFF:**

David Hall	*	City Manager
Brandi Brown	*	City Secretary
Phillip Conner	*	Finance Director
Byron Hardy	*	IT Administrator
Keith Moore	*	Fire Chief

**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 7:22 P.M. with a quorum of the City Council present.

**INVOCATION**

Council Member Ron Adams delivered the Invocation.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

There were no Public Comments.

**PROCLAMATIONS**

- Council Member Ron Adams read the following Proclamation:  
Medal of Honor Day, March 25, 2020
- Council Member Jeremy Woods, Sr. read the following Proclamation:  
Cesar Chavez Day, March 31, 2020
- Council Member Ron Adams read the following Proclamation:  
World Autism Awareness Day, April 2, 2020
- Council Member Shaunte L. Allen read the following Proclamation:  
National Child Abuse Prevention Month, April 2020
- Mayor Harry A. Garrett read the following Proclamation:  
National Sexual Assault Awareness and Prevention Month, April 2020

## **EVENTS**

- Mayor Harry A. Garrett announced that the following event had been cancelled: Best Southwest Regional Economic Development Summit, April 2, 2020, 11:00 A.M. – 1 :00 P.M., Hilton Garden Inn, 800 North Main Street, Duncanville, TX 75116

## **INTRODUCTIONS**

David Hall, City Manager, announced the following new staff:

- Rashidah Madyun, Social Services Coordinator
- Phillip Conner, Finance Director

## **CONSENT AGENDA**

1. Discuss and take action to approve City Council Meeting Minutes of the March 3, 2020, City Council Meeting. (Brandi Brown, City Secretary)
2. Discuss and take action to approve City Council Meeting Minutes of the March 10, 2020, Special Called City Council Meeting. (Brandi Brown, City Secretary)
3. Discuss and take action to approve Ordinance 0-01-20, an Ordinance of the City Council of the City of Glenn Heights, Texas amending the City's Code of Ordinances Section 15.04.033 "Reserved" of Division 2 "Nonresidential Design and Construction Standards" of Article 15.04 "Design Standards" of Chapter 15 "Development Regulations"; and amending the City's Zoning Ordinance Exhibit A, "Zoning Ordinance", of Chapter 14, "Zoning", at Article IX.2.6 "O- Office District", Article IX.2.7 "NS - Neighborhood Services District", Article IX.2.8 "Retail District", Article IX.2.9 "TC - Town Center", Article IX.2.10 "C -Commercial District", and Article IX.2.11 "I - Industrial District" of Section 2 "Definitions and Purpose of Zoning District" of Article IX "Zoning Districts"; providing a repealing clause, providing a severability clause, and providing an

effective date. (Second Reading) (Brian Lockley, Deputy City Manager)

4. Discuss and take action to approve Ordinance 0-02-20, 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 granting a change in zoning for a 48.830-acre property designated as all of Bridges at Little Creek, particularly described as a 16.8000 acre parcel situated in the William Rawlins Survey, Abstract No. 1205, Glenn Heights, Dallas County, Texas, and 32.030 acres of the 53.366-acre parcel situated partially in the William Rawlins Survey, Abstract No. 1205, Glenn Heights, Ellis County, Texas (The "Property"), from Single Family-1 (SF-1) to Planned Development-24 Single Family-3 Single Family-4 ("PD-24/SF-3/SF-4"), more particularly described and depicted in Exhibit "A" hereto, to allow for the development of not more than 110 residential lots thereon; providing for the approval of and required development in accordance with the Development Regulations attached hereto as Exhibit "B", providing for approval of the Concept Plan attached hereto as Exhibit "C", and providing for approval of the Park Plan attached hereto as Exhibit "D"; 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 for an effective date. (Second Reading) (Brian Lockley, Deputy City Manager)

Council Member Ron Adams made a motion to approve Consent Agenda Items 1 – 4. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

### **AGENDA**

1. Update on DeSoto ISD Bus Service to Glenn Heights Community Mobile Home Development.

Council Member Shaunte L. Allen introduced this item. She requested that this item be tabled due to social distancing created by CoVID-19.

Council Member Shaunte L. Allen made a motion to table Agenda Item 1. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

2. DART Bus Redesign Network briefing.

David Hall, City Manager, introduced this item. Todd Plesko, DART Vice President of Service Planning and Scheduling, completed a formal presentation regarding DART's efforts to redesign their bus network, ridership

and coverage goals and services, the current DART Bus network, early redesign efforts, network concept principles, network concept design, ridership and coverage concepts, previous observations from concept development, desired participation by service area cities in the plan development, and future plans. Mr. Plesko also answered Council's questions related to recent route changes, bus stops at the Glenn Heights Park and Ride, and the study used to determine next steps; and he clarified ridership and coverage data.

3. Discuss and take action on next steps in exploring detachment from the Red Oak and DeSoto Independent School Districts and creating a new Glenn Heights Independent School District.

David Hall, City Manager, introduced this item and provided specifications that must be met in order for the City of Glenn Heights to move forward with an Independent School District. Mr. Hall and Victoria Thomas, City Attorney, answered Council's questions related to costs to operate an Independent School District, Charter Schools, boundary regulations, taxation, and annexation or Glenn Heights joining another Independent School District.

No action was taken regarding this item. Council requested that Mrs. Thomas continue to explore additional legal options related to this matter and requested that this item be placed on a future Agenda for an update.

### **EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:
  - A. pursuant to Government Code, Section 551.071, Consultation with City Attorney to receive legal advice related to implementation of a Glenn Heights Fire Department Health Screening Program.

Council Member Ron Adams made a motion to convene into Executive Session. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

City Council convened into Executive Session at 8:35 P.M.

2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:
  - A. conducted pursuant to Section 551.071, Consultation with City Attorney to receive legal advice related to implementation of a Glenn Heights Fire Department Health Screening Program.

Council Member Ron Adams made a motion to reconvene into Open Session. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

City Council reconvened into Open Session at 9:09 P.M.

Council Member Ron Adams made a motion to approve implementation of a Glenn Heights Fire Department Health Screening Program. Council Member Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

**ADJOURNMENT**

Council Member Jeremy Woods, Sr. made a motion to adjourn. Council Member Ron Adams made the second. The motion carried with the following vote:

**VOTE 6 Ayes** – Garrett, Ipaye, Woods, Adams, Allen, and Newson

Mayor Harry A. Garrett adjourned the meeting at 9:09 P.M.

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Harry A. Garrett, Mayor

Attest:

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Brandi Brown, City Secretary  
Passed and approved on the 7<sup>th</sup> day of April 2020





# CITY OF GLENN HEIGHTS CITY COUNCIL REPORT

**Date: April 7, 2020**

## **SUBJECT**

Acknowledge the FY 2020-2021 Budget/Tax Rate Adoption Calendar

## **REPORT IN BRIEF**

The purpose of this report is to outline the budget calendar for the City of Glenn Heights establishing dates for milestones that relate to the approval of the Fiscal Year 2020-2021 Budget and Tax Rate.

## **BACKGROUND / DISCUSSION**

City of Glenn Heights Charter, Article 5, Section 5.02 Powers and Duties of the City Manager, (b) Serve as Budget Officer for the City, prepare and submit to the Council an annual budget, and be responsible for its administration after adoption and Article 7, Section 7.02 Preparation and Submission of Budget, task the City Manager's Office with ensuring that the City's Budget is prepared and submitted prior to August 1 of each year.

The City Council is provided with this proposed calendar indicating key milestones in the approval process for the FY 2020-2021 Budget and Tax Rate. It is required by the Dallas County Tax Office that the City have a calendar implemented to document the schedule of milestones associated with the FY 2020-2021 Budget Process. Development and implementation of a Calendar allows staff and the City Council the opportunity to ensure proper timing of presentation components and adherence to public notification requirements as it relates to the upcoming budget process.

Sound management of the City's Budget facilitates the City's provision of services.

**FISCAL IMPACT**

Not applicable

**PUBLIC CONTACT**

There is no public contact related to approving the proposed Budget Calendar.

**ALTERNATIVES / RECOMMENDATION**

It is recommended that City Council approve the proposed Budget Calendar for FY 2020-2021. Dates are subject to change at Council's request.

**Prepared by:**

Phill Conner, Finance Director

**ATTACHMENTS:**

- 1) Proposed Budget Calendar

# Budget Calendar 2020-2021

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>April 2020</b>					
6	7 City Council approves FY 2020-2021 Budget Calendar	8	9	10	7th – Approve Budget Calendar, dates that are not mandated by local government code or Truth in Taxation are subject to change
13	14	15	16 Budget packets distributed	17	16 <sup>th</sup> – Finance Department will distribute the budget packets to the Department Heads
20	21 City Manager to begin meeting with the City Council	22	23	24	21 <sup>st</sup> – City Manager will begin meeting with the City Council to discuss the 2020-2021 budget priorities.
27	28	29	30 Budget packets due in Finance Department		30 <sup>th</sup> – Department heads will return their completed budget packets to the Finance Department

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>May 2020</b>					
18 CMO and Finance Dir begin meetings with Departments	19	20	21	22	18 <sup>th</sup> – City Manager and Finance Director will begin reviewing budget submissions with the Department Heads.

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>June 2020</b>					
22 Final revised budget requests due	23	24	25	26	22 <sup>nd</sup> – Department Heads will turn in their revised budget requests

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>July 2020</b>					
20	21	22	23	24 Last day to receive certified values from the Appraisal Districts	24 <sup>th</sup> – the Finance Department receives the certified values and performs the final calculation for proposed property tax revenue for FY 2021
27	28	29	30	31 Final Day per City Charter to submit Proposed Budget	31 <sup>st</sup> – The City Manager submits the Proposed FY 2020 Budget to the City Secretary's Office

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>August 2020</b>					
3	4 Submit Eff. & Rollback Rate Cal.	5	6	7	4 <sup>th</sup> – The effective & rollback rate calculations will be presented to the City Council
17	18 *Public Hearing: Tax Rate 1 <sup>st</sup> Reading	19	20	21	18 <sup>th</sup> – Public hearing on tax rate as required by Texas Local Gov't Code

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
<b>September 2020</b>					
	1 *Public Hearing: Tax Rate 2 <sup>nd</sup> Reading  *Public Hearing Budget: 1 <sup>st</sup> Reading	2	3	4	1 <sup>st</sup> - Public Hearings on the Budget and Tax Rate as required by Texas Local Government Code
14	15 *Public Hearing: Budget 2 <sup>nd</sup> Reading  *Adopt Budget & Tax Rate	16	17	18	15 <sup>th</sup> - Public Hearing on the Budget as required by City Charter and Public Hearing on the Tax Rate as required by Texas Local Government Code  Budget & Tax Rate Adoption

The 2<sup>nd</sup> Public Hearing on the Tax Rate may not be held earlier than the 3<sup>rd</sup> day after the First Hearing  
The meeting to vote on adoption of the Tax Rate must take place no less than 3 days and no more than 14 days after the 2<sup>nd</sup> Public Hearing on the Tax Rate  
The City must adopt the Tax Rate by September 30<sup>th</sup> or 60 days after receiving the Certified Appraisal Roll, whichever date is later

**Calendar Dates subject to be changed based on the Direction of the City Council. However, certain schedules are mandated by Truth in Taxation**

**\*Mandated by Truth in Taxation Law**







# CITY OF GLENN HEIGHTS CITY COUNCIL REPORT

**Date: April 7, 2020**

## **SUBJECT**

Acknowledge receipt of Rate Increase Notification Letter from Waste Management Services of Texas, Inc., dated February 20, 2020.

## **REPORT IN BRIEF**

The Agenda item will advise the City Council of the City's receipt of a Rate Increase Notification Letter from the City's residential waste disposal contractor, Waste Management of Texas, Inc., notifying the City of its intent to increase waste disposal rates by 3%, from 13.37 to \$13.77. This will bring the current charges to customers from \$14.28 to \$15.15, effective June 1, 2020.

## **BACKGROUND / DISCUSSION**

On February 7, 2017, the City Council authorized an extension of the Waste Management of Texas Inc. (WM) agreement for residential waste disposal services for five additional years. In part, the Agreement states,

"MODIFICATION TO RATES: Grantee agrees to provide notice to Grantor of any intended rate increase by March 1 of each year, with said increase to take effect on the following June 1st. The annual rate adjustment will be determined according to the lesser of (1) an aggregate of A and B below; or (2) three percent of the then existing residential rates. Increases greater than three percent require the City Council's approval, but Grantee must request such increase in writing by March 1 in order for the increase to take effect the following June 1, which approval shall not be unreasonably withheld.

a. The rates that may be charged by the Grantee throughout the

terms of this Agreement shall be adjusted upward or downward to reflect the changes in the Customer Price Index (CPI) for Dallas/Fort Worth Metroplex Region 6 Bureau of Labor Statistics for each contract anniversary.

b. In addition to the foregoing, the rates that may be charged by the Grantee shall be increased or decreased, as the case may be, to reflect increases or decreases in Grantee's disposal rate, which is the per ton or per cubic rate charged by the landfill to Grantee for disposal of the solid waste generated in the City."

The U.S. Bureau of Labor Statistics DFW Consumer Price Index increase from year 2019-2020 is 2.15%. Additionally, Waste Management reported an increase of 5.29% for the landfill charges for the disposal of solid waste generated by the City.

### **FISCAL IMPACT**

The resulting increase to the residential solid waste and recycling/bulky waste collection charged by Waste Management to the City of Glenn Heights will be 3%. **The old rate of \$13.37 per home will now be \$13.77 per home.** The effective date of the increase is June 1, 2020.

Appendix A, Fee Schedule, sec. A5.007 of the City's Code of Ordinances establishes the monthly fee charged by the City to residents for waste disposal services as "Actual cost plus 10% per contract". **Accordingly, the new monthly rate charge for residents will change from \$14.28 to \$15.15,** effective June 1, 2020.

### **ALTERNATIVES / RECOMMENDATION**

According to the terms of the Agreement, Waste Management is authorized to increase its rate to the City by an amount not to exceed 3% without requiring additional City Council Authorization. Accordingly, there is no authorization required and it is recommended that the City Council Acknowledge receipt of the Price Increase Notification Letter from Waste Management Services of Texas, Inc., for a rate increase of 3% to be effective as of June 1, 2020.

### **PREPARED BY**

David Hall, JD, City Manager

## **ATTACHMENTS**

- A. Waste Management of Texas, Inc., Rate Increase Notification Letter and Associated Documentation.



February 20, 2020

Mr. David Hall  
City Manager  
City of Glenn Heights  
1938 S Hampton Road  
Glenn Heights, TX 75154

Dear David,

First off, we would like to thank you and your entire team for the long-standing partnership with the City of Glenn Heights. As you well know, running a city is a full-time job and garbage disposal is simply part of it. Which is why we never want to miss an opportunity to express our thanks for trusting Waste Management to be your proud partner in taking care of your trash pickup.

We would also like to take this opportunity to discuss the 2020/2021 rate adjustment process. Per the terms and conditions of our contract agreement, Waste Management may increase the residential collection rate to the city each June 1<sup>st</sup> of our agreement, by providing notice to the City of Glenn Heights by March 1<sup>st</sup> of each year, with said increase to take effect on the following June 1<sup>st</sup>. The rate adjustment will be determined according to the lesser of (1) an aggregate of A and B (below), or (2) three (3%) percent of the then existing residential rates.

- (A) The rates that may be charged by the Grantee throughout the terms of this agreement shall be adjusted upward or downward to reflect changes in the Consumer Price Index (CPI) for Dallas/Fort Worth Metroplex Region 6 of the Bureau of Labor Statistics for each contract anniversary.

The BLS DFWCPI Increase from year 2019-2020 is 2.15%. (documentation attached)

- (B) In addition to the foregoing, the rates that may be charged by the Grantee shall be increased or decreased, as the case may be, to reflect increases or decreases in the Grantees Disposal rate, which is the per ton or per cubic rate charged by the landfill to Grantee for disposal of the solid waste generated in the city.

The disposal rate increase from 2019-2020 is 5.29%. (documentation attached)

The resulting increase to the residential solid waste and recycling/bulky waste collection charged by Waste Management to the City of Glenn Heights will be 3%. The old rate of \$13.37 per home will now be \$13.77 per home. The effective date of the increase is June 1, 2020. Please feel free to contact me if you have any questions at (214) 952-8046.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Frazier', written over a light blue rectangular background.

Ryan Frazier  
Public Sector Manager

**CPI for All Urban Consumers (CPI-U)**

**Original Data Value**

**GLENN HEIGHTS - 2020 Rate Adjustment Calculation**

Series Id: CUURS37ASA0, CUUSS37ASA0  
 Not Seasonally Adjusted  
 Series Title: All items in Dallas-Fort Worth-Arlington, TX, all urban  
 Area: Dallas-Fort Worth-Arlington, TX  
 Item: All items  
 Base Period: 1982-84=100  
 Years: 2010 to 2020

**Suggested Price Increase**

2.50%

5.29%

**7.79%**

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2010	202.106		201.982		202.108		200.227		201.882		201.168		201.624	201.908	201.339
2011	203.199		206.967		208.794		208.602		209.255		209.283		207.933	206.768	209.097
2012	209.203		212.618		212.226		211.267		214.033		212.901		212.227	211.520	212.935
2013	213.696		216.465		215.670		216.979		217.068		215.450		215.995	215.550	216.441
2014	216.291		218.715		219.590		219.543		219.380		217.188		218.392	218.469	218.316
2015	214.899		217.487		218.484		218.676		217.507		217.104		217.500	217.375	217.625
2016	217.164		218.877		220.717		221.507		221.923		222.259		220.677	219.223	222.132
2017	223.082		223.782		225.264		225.613		229.056		229.352		226.103	224.203	228.003
2018	229.132		230.272		234.034		233.570		234.563		234.487		232.788	231.570	234.007
2019	233.915		236.495		237.485		238.891		239.815		238.768		237.732	236.420	239.045
2020	238.935														
		5.02													
		2.15%													

B. In addition to the foregoing, the rates that may be charged by the Grantee shall be increased or decreased, as the case may be, to reflect increases or decreases in Grantee's disposal rate, which is the per ton or per cubic rate charged by the landfill to Grantee for disposal of the solid waste generated in the City.

2019	2020	
\$ 11.35	\$ 11.95	per yard
	\$ 0.60	
	5.29%	

## Glenn Heights

6/1/2020

FOR THE CUSTOMER TAB

### RESIDENTIAL RATES (Includes Franchise Fee)

Residential Rates	\$13.77	1x Week Resi Trash in 96 Gallon Cart - 1x week Resi Recycle in 96 Gallon Cart For both Trash and Recycle 96 Gallon Carts If a resi has more than 4yds of B/B and elects to have WM Collect - Per Yard Any hauls ordered by the city in excess of the 80 "Free" hauls as per the contract
Extra Trash Cart	\$5.46	
Pay Pile (Excess per the contra	\$9.56	
City Rolloff Service	\$256.79	
Rate 5 (Please Describe)	N/A	

### COMMERCIAL HAND COLLECT (Includes Franchise Fee)

	1XWK	2XWK
Hand-PU (1-5 Bags)	N/A	N/A
Hand-PU (6-10 Bags)	N/A	N/A
Poly Cart-PU (1 Toter)	N/A	N/A
Poly Cart-PU (2 Toter)	N/A	N/A
Poly Cart-PU (3 toters)	N/A	N/A
Recycling PU (1 toter)	N/A	N/A

### COMMERCIAL RATES (Includes Franchise Fee)

Container Size / Type	FREQUENCY PER WEEK							EXTRA PU
	1XWK	2XWK	3XWK	4XWK	5XWK	6XWK	7XWK	
2 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8-Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

See Other Charges Or Notes Below

Delivery	\$0.00
Lock Bar, MONTHLY	N/A
Casters MONTHLY	N/A
Redelivery Charge for non payment **	N/A
Snapshot Charge	Non-Exempt
TEMPORARY SERVICE	
6 Yard Temp ***	N/A
8 Yard Temp ***	N/A

\*\*\* Temporary Service includes delivery, rental and removal, and disposal

### COMMERCIAL FRONT LOAD COMPACTORS\* (Includes Franchise Fee)

Size	1x	2x	3x	4x	5x	6x	7x	XPU
2 Yard FEL Compactor	N/A							
3 Yard FEL Compactor	N/A							
4 Yard FEL Compactor	N/A							
6 Yard FEL Compactor	N/A							
8 Yard FEL Compactor	N/A							
10 Yard FEL Compactor	N/A							

See Other Charges Or Notes Below

Delivery	\$0.00
Lock Bar, MONTHLY	N/A
Casters	N/A
Redelivery Fee for non payment	N/A
Gate or Enclosure Fee	N/A
Snapshot Charge	Non-Exempt
Additional Charge	N/A

**\*Compactor Rate Does Not Include Rental (Choose one and delete the other)**

**\*Compactor Rate Includes Rental**

## COMMERCIAL FRONT LOAD RECYCLING CONTAINERS (Includes Franchise Fee)

Size	1x	2x	3x	4x	5x	6x	7x	XPU
2 Yard FEL Container	N/A							
3 Yard FEL Container	N/A							
4 Yard FEL Container	N/A							
6 Yard FEL (Cardboard)	N/A							
8 Yard FEL Cardboard	N/A							

See Other Charges Or Notes Below

Delivery	\$0.00
Lock Bar, MONTHLY	N/A
Casters MONTHLY	N/A
Redelivery Fee for non payment	N/A
Gate or Enclosure Fee	N/A
Snapshot Charge	Non-Exempt
Additional Charge	N/A

## ROLL-OFF RATES (Includes Franchise Fee)

Container Size / Type	Delivery Rate	Rental Rate	BY Month or Day Rate	Hauling Charge (Per Pull + Disp)	Haul Rate per Pull	Disposal Rate per ton
20 Yard (Open-Top)	N/A	N/A	Day	N/A	N/A	N/A
25 Yard (Open-Top)	N/A	N/A	Day	N/A	N/A	N/A
30 Yard (Open-Top)	N/A	N/A	Day	N/A	N/A	N/A
40 Yard (Open-Top)	N/A	N/A	Day	N/A	N/A	N/A
30 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
33 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
34 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
35 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
40 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
42 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A
<b>TRIP CHARGE RATE:</b>			N/A			

## NOTES / FREE SERVICES

Per the contract, the City of Glenn Heights receives a 40-haul allotment to use as "free" service for their Citizen's Drop Off Center. In addition, the City has another 40-haul allotment to use as "free" service for their Annual (city-wide) Clean-Up event. The total for both equals 80-hauls (Free of Charge) on an Annual basis.

\*NOTE\* The City of Glenn Heights is responsible to pay for any quantity of ROL hauls over the 80-haul allotment.

Historically, the clean-up event will utilize a combination of a Rolloff truck and Rear end load trucks to assist residents at the event. A REL truck is captured at a 4:1 compaction ratio (ex: 1, REL truck Disposed = 4 ROL hauls towards the City's count)



**A RESOLUTION OF THE CITY OF GLENN HEIGHTS, TEXAS**

**RESOLUTION NO. R-09-20**

**A RESOLUTION OF THE CITY OF GLENN HEIGHTS, TEXAS, IMPLEMENTING A TEMPORARY SUSPENSION OF LATE FEES IMPOSED ON RESIDENTS AS THE RESULT OF LATE PAYMENTS OF ALL UTILITY BILLS DURING THE STATE OF LOCAL DISASTER DECLARED BY THE MAYOR AND CONTINUED BY THE CITY COUNCIL; PROVIDING FOR THE REPEAL OF ANY AND ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, due to the World Health Organization’s proclamation of a global COVID-19 pandemic, Mayor Harry A. Garrett, on March 12, 2020, acting in accordance with authority granted to him under the Charter and under Section 418.108(a) of the Texas Government Code, issued a Declaration of State of Local Disaster for the City; and

**WHEREAS**, on March 17, 2020, the City Council ratified, consented to and continued that Declaration of State of Local Disaster for a period of more than seven days, with the Declaration of State of Local Disaster to end on the earlier of an action by the Council ending it or the expiration or ending of the Declaration of Local Disaster issued by Dallas County Judge Clay Jenkins and any continuances of that County Declaration by the County authority; and

**WHEREAS**, during this state of local disaster, the Council desires to lessen the economic impact upon citizens by temporarily suspending the imposition of late fees normally assessed for late payment of City utility bills; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:**

**SECTION 1.** The City Council hereby suspends the imposition of all late fees for late payments of City utility bills, said late fees being set forth in Appendix A “Fee Schedule” of Utility Billing, Section A5.004(b), until such time as the Declaration of State of Local Disaster continued by the City Council on March 17, 2020 expires by its own terms or is ended by further action of the City Council.

**SECTION 2.** The imposition of late fees set forth in A5.004(b) will automatically be reinstated without further action of the Council or any other City administration upon the rescinding or expiration of the Declaration of State of Local Disaster.

**SECTION 3.** All resolutions of the City of Glenn Heights heretofore adopted which are in conflict with the provisions of this resolution be, and the same are hereby repealed, and all resolutions of the City of Glenn Heights not in conflict with the provisions hereof shall remain in full force and effect.

**SECTION 4.** If any article, paragraph, subdivision, clause or provision of this resolution be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this resolution as a whole or any part or provision thereof, other than the part so declared to be invalid or unconstitutional.

**SECTION 5.** This resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

Duly Approved and Adopted by the City Council of the City of Glenn Heights, Texas, this the \_\_\_\_ day of \_\_\_\_\_, 2020.

**APPROVED:**

---

Harry A. Garrett, Mayor

**ATTEST:**

---

Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

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Victoria Thomas, City Attorney  
TM1144603 032420

**EXHIBIT "A"**  
**"Fee Schedule" of Utility Billing**

**ARTICLE A5.000 UTILITIES**

**Sec. A5.001 Water rates and charges**

The monthly water rates to be charged and collected by the city from all customers within the city limits and in the city’s certificate of convenience and necessity (CCN) obtaining city services for water shall be hereby fixed as follows:

	<b>Within City Limits</b>	<b>Outside City Limits</b>
<b>Meter Charge</b>		
3/4 inch or less	\$12.61	\$17.19
1 inch	\$31.53	\$42.97
1-1/2 inch	\$63.06	\$85.94
2 inch	\$100.89	\$137.50
3 inch	\$189.17	\$257.81
4 inch	\$315.25	\$429.75
<b>Volumetric Charge Per 1,000 gallons</b>		
0-6,000	\$2.24	\$3.15
6,001-12,000	\$2.80	\$3.94
12,001-18,000	\$3.51	\$4.93
18,001 and over	\$4.38	\$6.16

**Sec. A5.002 Wastewater rates and charges**

(a) The monthly wastewater rates to be charged and collected by the city from all customers within the city limits or in the city’s certificate of convenience and necessity (CCN) obtaining city services for wastewater shall be hereby fixed as follows:

	<b>Within City Limits</b>	<b>Outside City Limits</b>
<b>Meter Charge</b>		
3/4 inch or less	\$26.72	\$30.72
1 inch	\$66.79	\$76.81
1-1/2 inch	\$133.58	\$153.62
2 inch	\$213.73	\$245.79
3 inch	\$400.74	\$460.85
4 inch	\$668.00	\$768.00
<b>Volumetric Charge Per 1,000 gallons</b>		
0 and over	\$4.95	\$5.69

(b) The applicable wastewater service meter charge will be based upon the size of the customer’s water meter.

(c) Wastewater flow to be billed to each customer will be based upon said customer’s water meter consumption reading during the applicable billing cycle.

**Sec. A5.003 Irrigation rates and charges**

The monthly irrigation rates to be charged and collected by the city from all customers obtaining city services for irrigation water shall be hereby fixed as follows:

<b>Meter Charge</b>	
3/4 inch	\$6.31
1 inch	\$15.76
1-1/2 inch	\$31.53
2 inch	\$50.44
3 inch	\$94.58
4 inch	\$157.75
<b>Volumetric Charge Per 1,000 gallons</b>	
0-6,000	\$3.67
6,001-12,000	\$4.59
12,001-18,000	\$5.74
18,001 and over	\$7.17

(Ordinance O-20-10 adopted 9/7/10)

**Sec. A5.004 Utility billing**

- (a) Utility deposit:
  - (1) Homeowner: \$100.00.
  - (2) Renter: \$150.00.
- (b) Late fee: \$25.00 or 15% of total due, whichever is greater.
- (c) Reconnection for nonpayment: \$35.00.
- (d) Reconnection after 5:00 p.m.: \$70.00.
- (e) Meter pull: \$150.00.
- (f) Meter reset: \$50.00.
- (g) Irrigation meter removal (customer): \$35.00.
- (h) Irrigation meter reinstall (customer): \$50.00.
- (i) Irrigation meter lock-out (noncompliance): \$50.00.
- (j) Leak check: \$35.00.
- (k) Test meter: \$35.00 plus cost of test.
- (l) Re-read meter (after first re-read): \$35.00.

(m) Temporary meter: \$50.00 for processing and setting meter for up to 48 hours plus water use.

(n) Transfer service: \$35.00 for processing and field work.

\*All monthly water, sewer and solid waste rates are adopted by separate city ordinance.

**Sec. A5.005 Tap fees**

(a) Water tap fee:

5/8"-3/4"	\$800.00
1"	\$875.00
1-1/4"-1-1/2"	\$950.00
2"	Actual cost plus \$500.00
Over 2"	Actual cost plus \$600.00

\*Installation means connection of meter where a service is existing.

(b) Sewer tap fee:

3"	\$400.00
4"	\$500.00
6" or larger	\$600.00

\*Additional costs may be added to the tap fee depending on construction required.

(c) Additional cost above tap fee:

- (1) Street cuts and/or road bores: Actual cost plus \$100.00 admin.
- (2) All taps exceeding 4' depth: Actual cost plus \$100.00 admin.

**Sec. A5.006 Backflow device inspection**

Installation or replacement: \$25.00.

**Sec. A5.007 Solid waste collection**

Actual cost plus 10% per contract.

**ARTICLE A6.000 CODE ENFORCEMENT**

- (a) Code violation abatement admin. fee: \$250.00.
- (b) Code violation abatement: Actual costs.





**ORDINANCE NO. O-06-20**

**AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, REPEALING ORDINANCE NO. O-04-20 WHICH AMENDED THE CITY'S PERSONNEL POLICY BY ADDING A NEW SECTION 6.17 EMERGENCY PANDEMIC LEAVE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Ordinance No. O-04-20 on March 17, 2020 amending the City's Personnel Policy by adding a new section establishing an emergency pandemic leave policy; and

**WHEREAS**, the United States Congress has now enacted and the President of the United States has now signed into law the Families First Coronavirus Recovery Act ("FFCRA") which provides for, among other things, eligibility for benefits similar to those provided under the emergency pandemic leave policy established under Ordinance No. O-04-20 for the time period April 1, 2020 to December 31, 2020; and

**WHEREAS**, in view of the addressing of these benefits by the FFCRA, the City Council of the City of Glenn Heights, Texas, desires to repeal Ordinance No. O-04-20 in its entirety.

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

**SECTION 1.** That effective upon passage of this Ordinance, Ordinance O-04-20 which amended the City's personnel policy by adding a new section 6.17, Emergency Pandemic Leave, be and the same is hereby repealed in its entirety.

**SECTION 2.** That all provisions of the ordinances of the City of Glenn Heights in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Glenn Heights not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**SECTION 3.** That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal or invalid.

**SECTION 4.** That this Ordinance shall take effect immediately from and after its passage, as the law and Charter in such case provide.

**DULY PASSED** by the City Council of the City of Glenn Heights, Texas, on the 7th day of April, 2020.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTESTED:

\_\_\_\_\_  
CITY SECRETARY

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY  
(VWT032620TM114752)







# CITY OF GLENN HEIGHTS CITY COUNCIL REPORT

**Date: April 7, 2020**

## **SUBJECT**

Take action on Resolution R-08-20, a Resolution of the City of Glenn Heights, Texas, postponing the Special Election to be held on the 2<sup>nd</sup> day of May, 2020, for the purpose of electing a member of the Glenn Heights City Council for Place 4; rescheduling that election to the November 3, 2020 Uniform Election date; reserving the right and authority to reschedule this election to such other date as may be allowed by law and approved by subsequent Resolution; designating polling places; authorizing execution of joint election contracts for the November 3, 2020 Election; providing a repealing clause; providing a severability clause; and providing for an effective date.

## **REPORT IN BRIEF**

This agenda matter will allow the City Council to postpone the Special Election to Fill a Vacancy to the Uniform Election Date, November 3, 2020.

## **BACKGROUND / DISCUSSION**

Due to the Novel Coronavirus Pandemic (CoVID-19), both Dallas and Ellis Counties are postponing the May 2, 2020 Election to November 3, 2020 based on Election Advisory No. 2020-12 issued by Keith Ingram, Director of Elections, Office of the Secretary of State. It is necessary for the City of Glenn Heights to follow the advisory as well as the City's Elections are administered by Dallas and Ellis Counties.

## **EXISTING POLICY**

On February 11, 2020, City Council adopted Resolution R-05-20, a Resolution ordering and providing Notice of a Special Election for the City of Glenn Heights, Texas, to be held on the 2nd day of May, 2020 for the purpose of electing a Council Member to fill a

vacancy in the Office of Council Member Place 4 of the City Council of the City of Glenn Heights, Texas; providing for early voting by personal appearance; providing for the establishment of polling places; providing for contracts for joint election services; and resolving other matters incident and related to such election; providing for conflicting provisions; providing a severability clause; and an effective date.

### **FISCAL IMPACT**

Not applicable.

### **PUBLIC CONTACT**

Public Notices related to the postponement will be given by posting on the City Council's official bulletin board, on the City of Glenn Heights' website, official City social media platforms, and by both Dallas and Ellis Counties postings.

### **ALTERNATIVES / RECOMMENDATION**

Staff recommends approval of Resolution R-08-20, a Resolution postponing the Special Election to be held on the 2<sup>nd</sup> day of May, 2020, for the purpose of electing a member of the Glenn Heights City Council for Place 4; rescheduling that election to the November 3, 2020 Uniform Election date; reserving the right and authority to reschedule this election to such other date as may be allowed by law and approved by subsequent Resolution; designating polling places; authorizing execution of joint election contracts for the November 3, 2020 Election; providing a repealing clause; providing a severability clause; and providing for an effective date.

### **PREPARED BY**

Brandi Brown, City Secretary

### **ATTACHMENTS**

- 1) Resolution R-08-20

**CITY OF GLENN HEIGHTS, TEXAS**

**RESOLUTION NO. R-08-20**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, POSTPONING THE SPECIAL ELECTION TO BE HELD ON THE 2<sup>ND</sup> DAY OF MAY, 2020, FOR THE PURPOSE OF ELECTING A MEMBER OF THE GLENN HEIGHTS CITY COUNCIL FOR PLACE 4; RESCHEDULING THAT ELECTION TO THE NOVEMBER 3, 2020 UNIFORM ELECTION DATE; RESERVING THE RIGHT AND AUTHORITY TO RESCHEDULE THIS ELECTION TO SUCH OTHER DATE AS MAY BE ALLOWED BY LAW AND APPROVED BY SUBSEQUENT RESOLUTION; DESIGNATING POLLING PLACES; AUTHORIZING EXECUTION OF JOINT ELECTION CONTRACT FOR THE NOVEMBER 3, 2020 ELECTION; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, in accordance with the Special laws and Constitution of the State of Texas and the Charter of the City of Glenn Heights, Texas, and pursuant to Resolution No. R-05-20 issued February 11, 2020, a special election was ordered to held on May 2, 2020, for the purpose of electing a member to the Glenn Heights City Council for Place 4; and;

**WHEREAS**, pursuant to Section 418.016 of the Texas Government Code, on March 18, 2020, the Governor of the State of Texas signed a proclamation suspending certain provisions of the Texas Election Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to postpone their elections to the November 3, 2020, uniform election date; and

**WHEREAS**, the City Council has determined that given the current state of local disaster and public health emergency making it difficult if not impossible for the City to prepare for and for the citizens to participate in voting, including early voting, for the May 2, 2020 election, the Special Election ordered for May 2, 2020, for the purpose of electing City Council Place 4 should be postponed to and rescheduled to the uniform election date of November 3, 2020;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:**

**SECTION 1:** That the special election previously ordered for May 2, 2020, for the City of Glenn Heights, Texas, for the purpose of electing a member of the City Council to the offices of Place 4 is hereby postponed and rescheduled to November 3, 2020, provided, however, that the City reserves the right and authority to hereafter reschedule this election to such other date as may be allowed by law, including but not limited to any subsequent Executive Order issued by the Governor, and approved by Subsequent Resolution.

**SECTION 2:** That the candidate filings for the special election for May 2, 2020, for the City of Glenn Heights, Texas, for the purpose of electing a member of the City Council for Place 4 shall remain valid for the election to be held on November 3, 2020, and that the filing period for candidates will not be re-opened for the election to be held on November 3, 2020.

**SECTION 3:** That all annual applications ballot by mail (ABBM) for voters that are voting by mail due to being over the age of 65 or due to disability will still be valid for the November 3, 2020, election; and that ABBMs for voters who submitted ABBMs based on expected absence from the county shall not be valid for the postponed November 3, 2020 election.

**SECTION 4:** That the voter registration deadline for the November 3, 2020, election is October 5, 2020, the deadline to submit an ABBM is October 23, 2020, and the dates for early voting are October 19, 2020, through October 30, 2020.

**SECTION 5.** That the City Manager is authorized to negotiate and execute an election contract with Dallas County and/or Ellis County for the purposes of conducting the postponed election on November 3, 2020.

**SECTION 6.** That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution, which shall remain in full force and effect.

**SECTION 7.** This Resolution shall take effect immediately from and after its passage as the law and charter in such cases provide.

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THIS THE 7th DAY OF APRIL, 2020.**

**ATTEST:**

**APPROVED:**

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Brandi Brown, City Secretary

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Harry A. Garrett, Mayor

**APPROVED AS TO FORM:**

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Victoria W. Thomas, City Attorney

