



City of Glenn Heights  
Special Called  
City Council Meeting  
Agenda Packet

April 13, 2020

Meeting starts at 5:30 P.M.



**NOTICE AND AGENDA  
CITY COUNCIL  
MONDAY, APRIL 13, 2020 5:30 P.M.  
SPECIAL CALLED 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 Special Called City Council Meeting via 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). There will be limited public access to the location described below.

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 (you are not required to have a Facebook account to access this meeting):  
<https://www.facebook.com/CityofGlennHeights>.

Notice is hereby given that the City of Glenn Heights City Council will hold a Special Called City Council Meeting on Monday, April 13, 2020, beginning at 5:30 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 Shaunte L. Allen

**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 **4:30 P.M. on April 13, 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).

## AGENDA

1. Discuss and take action to approve Resolution R-10-20, a Resolution of the City Council of the City of Glenn Heights, Texas, authorizing the City Manager to institute and administer a temporary policy for provision of CoVID-19 Hazard Assignment Pay during the declared State of Local Disaster due to public health emergency (CoVID-19) for certain employment positions within the City; and providing for an effective date. (David Hall, City Manager)

## 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 the Health Insurance Portability and Accountability Act (HIPAA) and the Coronavirus (CoVID-19).
2. The City Council shall reconvene into Open Session and take any action arising from Executive Session:
  - A. conducted pursuant to Government Code, Section 551.071, Consultation with City Attorney to receive legal advice related to the Health Insurance Portability and Accountability Act (HIPAA) and the Coronavirus (CoVID-19).

## ADJOURNMENT

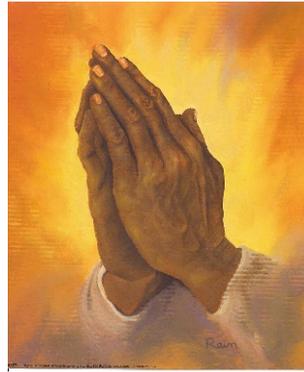
In accordance with the Americans with Disabilities Act, If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 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 5:30 P.M. on Friday, April 10, 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 Shaunte L. Allen





## RESOLUTION R-10-20

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, AUTHORIZING THE CITY MANAGER TO INSTITUTE AND ADMINISTER A TEMPORARY POLICY FOR PROVISION OF COVID-19 HAZARD ASSIGNMENT PAY DURING THE DECLARED STATE OF LOCAL DISASTER DUE TO PUBLIC HEALTH EMERGENCY (COVID-19) FOR CERTAIN EMPLOYMENT POSITIONS WITHIN THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Texas Government Code Section 418.108, City of Glenn Heights Mayor Harry A. Garrett issued a Declaration of Local Disaster for Public Health Emergency on March 12, 2020, due to a novel coronavirus now designated SARS-CoV2 which causes the disease COVID-19; and

**WHEREAS**, on March 17, 2020, the City Council of the City of Glenn Heights adopted a Resolution ratifying and ordering the continuation of the Declaration of Local Disaster for Public Health Emergency and again thereafter on April 7, 2020, the City Council of the City of Glenn Heights adopted an Ordinance continuing the Declaration of Local Disaster for Public Health Emergency due to the SARS-CoV-2 virus global pandemic; and

**WHEREAS**, during this declared state of local disaster City employees in certain employment positions cannot telework or work remotely but must continue to physically report for work in positions that put those employees in contact with members of the public and others who may be infected with the SARS-CoV-2 virus/COVID-19 disease; and

**WHEREAS**, the City, in certain instances, provides assignment pay as a premium added to base salary to recognize special skills, assigned duties, or unique circumstances that exceed the ordinary; and

**WHEREAS**, the City Council finds that the current declared state of local disaster due to the COVID-19 public health emergency presents a unique circumstance that exceeds the ordinary for employees in the City's Fire, Police (sworn and unsworn), and Public Works departments who are unable to perform their duties and work remotely from home or another location or telework; and

**WHEREAS**, the City Council finds it to be in the best interest of the City of Glenn Heights and finds that it will best serve the health and welfare of the public to temporarily provide COVID-19 hazard assignment pay for employees in those certain employment positions within the City during the declared state of local disaster for public health emergency due to COVID-19;

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

**SECTION 1.** The City, acting through its governing body, hereby authorizes the City Manager to institute and administer a temporary assignment hazard pay policy to provide a temporary assignment hazard pay at a rate not to exceed three hundred and twenty dollars (\$320.00) per month all full-time, permanent active Glenn Heights Police Department (sworn and unsworn), Fire Department, and Public Works Department employees who are not teleworking or working from home commencing on the effective date of this Resolution and continuing until the local disaster declaration of the City Council of the City of Glenn Heights is repealed, lifted, rescinded, or otherwise no longer in effect.

**SECTION 2.** This Resolution shall become effective immediately from and after its passage.

**READ, CONSIDERED, PASSED AND ADOPTED** by the City Council for the City of Glenn Heights at a meeting on the 13<sup>th</sup> day of April, 2020, at which a quorum was present, and for which due notice was given.

**APPROVED:**

\_\_\_\_\_  
Harry A. Garrett, Mayor

**ATTEST:**

\_\_\_\_\_  
Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Victoria Thomas, City Attorney

**APPROVED:**

\_\_\_\_\_  
Harry A. Garrett, Mayor

**ATTEST:**

\_\_\_\_\_  
Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Victoria Thomas, City Attorney



