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

FEBRUARY 5, 2019

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

On the 5th day of February, 2019, 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 S. Hampton Road with the following members present:

CITY COUNCIL:
Ron Adams * Mayor ProTem
Sonja A. Brown * Council Member
Tony Bradley * Council Member
Jeremy Woods, Sr. * Council Member
Shaunte L. Allen * Council Member
Machanta Newson * Council Member

STAFF:
David Hall * City Manager
Brian Lockley * Deputy City Manager
Janie Willman * City Secretary
Lakeita Sutton * Finance Director
Keith Moore * Deputy Fire Chief
Vernell Dooley * Deputy Police Chief
Eddie Burns * Director of Public Safety
Marlon Goff * Economic Development Administrator
Matt Hargrove * Information Technology Administrator

CONSULTANT:
Victoria Thomas * City Attorney’s Office

CALL TO ORDER Mayor Pro Tem Ron Adams called the meeting to order at 7:00 p.m. with a quorum of the City Council present.

INVOCATION Senior Pastor Justin Jackson of the Grace Church of Ovilla delivered the invocation.

PLEDGE OF ALLEGIANCE Mayor Pro Tem Ron Adams led the assembly in the Pledge of Allegiance.
PUBLIC COMMENTS  Public Comments were received under Agenda Item A.1. during the Public Hearing and under Agenda Item A.2. There were no other Public Comments received.

PROCLAMATION
- Black History Month Proclamation

STAFF INTRODUCTIONS

City Manager David Hall introduced three new staff members; Ms. Delilah Mendoza, Executive Assistant to the City Manager; Mr. John Denson, Code Enforcement Officer, and Mr. Eric Finn, Code Enforcement Officer.

CONSENT AGENDA

Councilwoman Sonja A. Brown made a motion to approve Consent Agenda Items 1, 2, and 3. Councilman Jeremy Woods, Sr. made the second. The motion carried with the following vote:

VOTE 6 Ayes – Adams, Brown, Bradley, Woods, Allen, and Newson

C.A.1. Take action to approve City Council Meeting Minutes of the January 15, 2019 Regular City Council Meeting.

C.A.2. Take action acknowledging the Schedule of Upcoming City Events.
*Meetings or Events in February 2019
- Regular City Council Meeting, February 19, 2019, 7:00 p.m., Glenn Heights City Hall

C.A.3. Take action ratifying changes to Special Election Services Contract Between the Dallas County Elections Administrator and the City of Glenn Heights for the Conduct of a Special Election to be Held Saturday, January 26, 2019.

C.A.4. Take action acknowledging receipt of DRVB Docket 07-18. A Sign Height Variance request by Nassar Baker, owner of Tobacco Heights located at 1308 E. Bear Creek Road, Suite 270 and zoned PD-1 and Business Park. The applicant sought to construct a new wall sign twenty-two feet (22') above the average ground level elevation along the side of the building on which the wall sign is installed. (Deputy City Manager Brian Lockley)

C.A.5. Take action acknowledging receipt of DRVB Case #19-001DRV. A variance request for four properties owned by Dennis Bolding. The Legal Description for each property is Lot 21; Lot 22; Lot 23; Lot 24; Block 6 of the Dynasty Addition #2 Subdivision zoned SF-4. The applicant sought a variance to build homes with garages front facing the roadway. (Deputy City Manager Brian Lockley)

C.A.6. Take action acknowledging receipt of DRVB Case #19-002DRV. A variance request for eight properties owned by Move In and On, LLC. The Legal
Description for each property is Lot 11; Lot 12; Lot 13; Lot 16; Lot 17; Lot 18; Lot 19; Lot 20; Block 6 of the Dynasty Addition #2 Subdivision zoned SF-4. The applicant sought a variance to building homes with garages front facing the roadway. (Deputy City Manager Brian Lockley)

AGENDA

A.1. Public Hearing to receive testimony relative to Ordinance O-01-19 and a request for zoning change to Planned Development by Engineering Concepts and Design LP on behalf of Cecil Redden for Maplewood Phase II. The approximately 71-acre property is zoned SF-1 and is situated in the William Rawlins Survey, Abstract No. 1205, City of Glenn Heights, Dallas County, Texas. Requested zoning change is to allow a Planned Development consisting of 245 PD-22 SF-3 lots and a 8.49-acre PD-22 NS (Neighborhood Service) tract permitting residential and non-residential uses.

Councilman Tony Bradley made a motion at 7:11 p.m. to open the Public Hearing. Councilwoman Machanta Newson made the second. The motion carried with the following vote:

VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson

Mayor Pro Tem Ron Adams opened the Public Hearing at 7:11 p.m.

The following persons addressed the City Council:

Emma Ipaye, 1929 South Hampton Road, stated she is excited that the City of Glenn Heights is growing, noting the development under consideration, Maplewood Phase II. She indicated she wanted assurance that there would be adequate drainage to stop water from coming onto her property, noting that previous development drains water onto her property resulting in muddy conditions and mosquito breeding.

David Ward, 107 Sleepy Top Road, indicated he is opposed to the development. Mr. Ward noted there is no plot plan to indicate how the builder will build 245 houses on the land. He voiced concerns with water drainage coming from the new proposed development. He noted the current water drainage causes kids to play in the street.

Joe Amador, 219 Sleepy Top Road, stated he has a creek that runs along side of his property. The new current construction drains by the creek to the point that he now has erosion. Trash and debris are washing down the creek by his home.

Scott Anderson, 301 Sleepy Top Road, voiced concerns about flooding. He indicated he was informed by the City that a fire hydrant and utilities behind his home will be moved. He indicated the City paid for a major City plan and
he does not understand why the City would spend more money to change it. He cited problems with traffic arising from the proposed development.

Cecil Redden, property owner, stated he has owned the land for 40 years. He noted he chose Bloomfield Homes because they are a developer and a builder that builds nice homes.

Councilwoman Sonja A. Brown made a motion at 7:21 p.m. to close the Public Hearing. Councilwoman Machanta Newson made the second. The motion carried with the following vote:

**VOTE** 6 Ayes – Adams, Brown, Bradley, Woods, Allen, and Newson

Mayor Pro Tem Ron Adams closed the Public Hearing at 7:21 p.m. Mayor Pro Tem Adams indicated City staff would get with each of the speakers regarding situations mentioned.

A.2. Discuss and take action on Ordinance O-01-19, 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 Parcel Of Approximately 71.031 Acres Of Property Designated As All Of Maplewood Phase II, Located At 1945 Hampton Road In The City Of Glenn Heights, Texas, And More Particularly Described As The Williams Rawlins Survey, Abstract No. 1205, Page 215, Glenn Heights, Dallas County, Texas (The "Property"), From Single Family 1 (SF-1) As Follows: (1) To Planned Development-22 Single Family-3 ("PD-22/SF-3") For Tract A Thereof, Being 62.534 Acres Of Property, More Particularly Described And Depicted In Exhibit "A' Hereto, To Allow For The Development Of Not More Than 245 Residential Lots Thereon And (2) To Planned Development-22 Neighborhood Services ("PC-22/NS") For Tract B Thereof, Being 8.497 Acres Of Property More Particularly Described And Depicted In Exhibit "B" Hereto, To Allow For The Development Of Neighborhood Services Uses Thereon; Providing For The Approval Of And Requiring Development In Accordance With The Development Regulations Attached Hereto As Exhibit "C"; Providing For Approval Of The Concept Plan Attached Hereto As Exhibit "D" And Providing For Approval Of The Park Plan Attached Hereto As Exhibit "E"; 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. Zoning Docket 06-18. First Reading.

Deputy City Manager Brian Lockley introduced this agenda matter to the City Council with a formal presentation. City Council Members discussed the additional information they would like to see when the Ordinance is brought back for a second reading including answers about traffic impact, establishing designated school bus stops, with awning, that will not encroach on private
residential properties, and limiting uses to commercial or retail businesses fronting the property along the business strip separating the PD from Hampton Road not including the multi-family uses, to see a review of the watershed resulting from the added concrete and roads going into surrounding neighborhoods, north and south, to see a plan for remedying the drainage problems that currently exist. City Manager David Hall addressed the City Council regarding a request to see traffic impact studies and plans for remedying drainage problems noting that projects in development at this point do not normally require engineered studies which would be subject to changes as the project proceeds.

Tim Stewart, Bloomfield Homes, 1050 E. Hwy 114, Southlake, Texas, addressed the City Council regarding the model home price points and exterior surfacing that will be used.

A.3 Discuss and take action on Resolution R-03-19, a Resolution of the City Council of the City of Glenn Heights, Texas, Ordering and Providing Notice of a Runoff Election for the City of Glenn Heights, Texas, to be Held on the 23rd Day of February, 2019, for the Purpose of Electing a Mayor to Fill a Vacancy; Providing For Early Voting By Personal Appearance; Providing for the Establishment of Polling Places; Providing for a Contract 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.

City Secretary Janie Willman introduced this agenda matter with an informal report. City Manager David Hall responded to the City Council’s questions about the reason the timeframe for the runoff is so compacted as being that the City has a signed contract with Dallas County Elections Division for February 23 as the runoff date. He assured the City Council that information with be provided to the public with early voting beginning on Wednesday following the City Council Meeting.

Councilwoman Shaunte L. Allen made a motion to adopt Resolution R-03-19. Councilman Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE**

5 Ayes – Adams, Brown, Woods, Allen, and Newson
1 Nay – Bradley

A.4. Discuss and take action setting a date and location for a council visioning session.

Councilman Tony Bradley introduced this agenda matter as he had requested its placement on the agenda. He indicated that with the City Council ordering the Runoff Election for February 23, the new Mayor will be sworn-in and the
City Council should go ahead and schedule a visioning session for Saturday, March 9. Following deliberation by the City Council, the City Council took action.

Councilman Tony Bradley made a motion to set the visioning session for March 9, 2019. Councilwoman Shaunte L. Allen made the second. The motion failed with the following vote:

**VOTE**

- **1 Aye** — Bradley
- **5 Nays** — Adams, Brown, Woods, Allen, and Newson

A.5. Discuss and take action setting a date to begin the process of creating a new Strategic Plan.

Councilman Tony Bradley made a motion to begin the process of creating a new Strategic Plan. He asked that the City Council consider setting a new Strategic Planning on March 23 or 30. The motion died for lack of a second.

Councilman Jeremy Woods, Sr. made a motion to move forward with this to begin the process of Strategic Plan at a date and location to be determined by the City Council at a later date. Councilwoman Shaunte L. Allen made the second. The motion carried with the following vote:

**VOTE**

- **6 Ayes** — Adams, Brown, Bradley, Woods, Allen, and Newson

A.6. Discuss and take action to fund and execute a staff management study for all City departments that were not covered in the 2018 study.

Councilman Tony Bradley introduced this agenda item and Agenda Item A.7. to the City Council as companion items. He asked if the City Council would discuss the two items together with separate votes. Mayor Pro Tem Ron Adams asked if there was any disagreement. There was no challenge to the proposed combined discussion of Agenda Items A.6. and A.7.

Councilman Bradley noted that he would like to improve staff retention and stability and reduce the loss of knowledge when employees leave the City’s employment. He detailed the improvements the City Council has made to-date. He asked for a staff management study and total compensation study with findings to be reported directly to the City Council. He indicated he would like to make incremental changes through the budgetary process over time.

City Council discussion points included: Attract good talent, provide them with a good understanding of their duties, offer funding for qualified employees, it would be costly to conduct study for all departments, our retention of employees begins with thorough vetting, we need to do a better
job of getting the right people in the right jobs, it is the City Manager’s job to do the items in Agenda Item A.7., that a lot of money is wasted in training individuals; the City trains employees and they move on to other cities, several things have been brought up by the City Council on which it was noted that Councilman Bradley voted against, that Councilman Bradley recalled changes made as differing from statements made about his votes, that an employee survey was done at the request of former Councilman Travis Bruton indicating employee satisfaction.

City Manager David Hall agrees a compensation study needs to be done. City Manager David Hall indicated a compensation study was done in approximately 2014-2015 and that the City Council refused through various actions recommendations in that compensation study. Mr. Hall noted the City has increased the number of positions which are front line parttime lower-paid higher worked positions which are hard to fill. Mr. Hall indicated he has provided factual information to the City Council behind every vacancy that has occurred, many due to disciplinary issues.

He noted he is okay with persons who are not interested in providing excellent service not working here. He noted that he does not understand why there is a continued effort by Councilman Bradley to make employees leaving about him as a city manager. He noted several employees have returned to work at Glenn Heights for him as City Manager. Mr. Hall offered the employee satisfaction survey is available. Mayor Pro Tem Adams asked that it be emailed to the entire City Council since there are new members who may not have seen it.

Agenda Item A.6. died for lack of a motion.

A.7. Discuss and take action completing a total compensation study, the goal of which is to identify how our compensation package compares to other cities of our approximate size and budget and to find a way in which we ensure our employee compensation remains competitive on an ongoing basis.

Agenda Item A.7. died for lack of a motion.

A.8. Discuss and take action tasking the Parks Board to lead an effort to gather citizen input to improve our parks and to present an updated Parks Master Plan to Council for Approval before August 1, 2019.

Councilman Tony Bradley introduced this agenda matter to the City Council as he asked that it be placed on the agenda. He requested that the City Council fund ideas that were brought forward during a discussion of the Parks Board in 2018.
City Manager David Hall addressed the City Council clarifying that he attended the Parks Board Meeting under discussion and introduced the proposed funds available and their proposed use for improvements to the different City parks. The projects authorized by the City Council in the current fiscal year budget are seasonal in nature and that is why the project work has not been initiated. There is also an amount to hire a consultant to assist the City with updating the Parks Master Plan.

Councilwoman Shaunte L. Allen made a motion to task the Parks Board to lead an effort to gather citizen input to improve our parks and to present an updated Parks Master Plan to Council. Councilman Tony Bradley made the second.

**VOTE**

4 Ayes – Adams, Bradley, Woods, and Allen
2 Nays – Brown and Newson

A.9 Discuss and take action setting a date and conducting a mayoral candidate forum for the upcoming mayoral runoff election.

Councilman Tony Bradley introduced this agenda matter to the City Council as he placed this item on the agenda. The City Council discussed this item and then took action.

Councilwoman Shaunte L. Allen made a motion to set a date to conduct a mayoral candidate forum for the mayoral runoff election. Councilman Tony Bradley made the second. The motion failed on the following vote:

**VOTE**

1 Aye – Bradley
5 Nays – Adams, Brown, Woods, Allen, and Newson

**EXECUTIVE SESSION**

Councilman Jeremy Woods, Sr. made a motion at 8:52 p.m. to convene in Executive Session. Councilwoman Machanta Newson made the second. The motion carried with the following vote:

**VOTE**

6 Ayes – Adams, Brown, Bradley, Woods, Allen, and Newson

E.S.1.A. The City Council will convene in Executive Session pursuant to Government Code, Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Municipal Court Judge(s).

E.S.2.A. The City Council will convene in Executive Session pursuant to Government Code, Section 551.072, Deliberations about Real Property, regarding possible
purchase / construction of a new animal shelter with the cities of Hutchins and Wilmer.

Mayor Pro Tem Ron Adams made a motion at 10 p.m. that the City Council reconvene into Open Session. Councilman Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson**

Councilman Tony Bradley made a motion at 10:01 p.m. to extend the City Council Meeting from 10 p.m. to 10:30 p.m. Councilwoman Sonja A. Brown made the second. The motion carried with the following vote:

**VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson**

Councilman Tony Bradley made a motion at 10:01 p.m. to reconvene into Executive Session. Councilwoman Sonja A. Brown made the second. The motion carried with the following vote:

**VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson**

Councilman Tony Bradley made a motion at 10:29 p.m. to reconvene into Open Session. Councilman Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson**

Mayor Pro Tem Ron Adams made a motion at 10:30 p.m. to extend the City Council Meeting to 10:45 p.m. Councilman Jeremy Woods, Sr. made the second. The motion carried with the following vote:

**VOTE 6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson**

E.S.1.B. The City Council will reconvene into Open Session and take any action arising from Executive Session E.S.1.A. conducted pursuant to Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Municipal Court Judge(s).

On the matter of the Municipal Court Judge, there was brief discussion. City Council took no action.

E.S.2.B. The City Council will reconvene into Open Session and take any action arising from Executive Session E.S.2.A. conducted pursuant to Section 551.072, Deliberations about Real Property, regarding possible purchase / construction of a new animal shelter with the cities of Hutchins and Wilmer.
Councilman Tony Bradley made a motion to authorize the City Manager to enter into negotiations for a new animal shelter. Councilman Jeremy Woods made the second. The motion died on a tie vote with no further action taken by the City Council.

**VOTE**

3 Ayes – Bradley, Woods, and Adams  
3 Nays – Brown, Allen, and Newson

**CONSENT AGENDA**

The City Council returned to consider Consent Agenda Items 4, 5, and 6 which had been pulled by Councilman Tony Bradley for separate consideration.

Following brief discussion and clarification about the actual placement of the sign on Agenda Item C.A.4., the City Council took action.

Mayor Pro Tem Ron Adams made a motion to table Consent Agenda Items 4, 5, and 6 to the next City Council Meeting based on a technicality. Councilwoman Shaunte L. Allen made the second. The motion carried with the following vote:

**VOTE**

6 Ayes – Adams, Brown, Bradley, Woods, Allen, and Newson

**C.A.4.** Take action acknowledging receipt of DRVB Docket 07-18. A Sign Height Variance request by Nassar Baker, owner of Tobacco Heights located at 1308 E. Bear Creek Road, Suite 270 and zoned PD-1 and Business Park. The applicant sought to construct a new wall sign twenty-two feet (22’) above the average ground level elevation along the side of the building on which the wall sign is installed. (Deputy City Manager Brian Lockley)

**C.A.5.** Take action acknowledging receipt of DRVB Case #19-001DRV. A variance request for four properties owned by Dennis Bolding. The Legal Description for each property is Lot 21; Lot 22; Lot 23; Lot 24; Block 6 of the Dynasty Addition #2 Subdivision zoned SF-4. The applicant sought a variance to build homes with garages front facing the roadway. (Deputy City Manager Brian Lockley)

**C.A.6.** Take action acknowledging receipt of DRVB Case #19-002DRV. A variance request for eight properties owned by Move In and On, LLC. The Legal Description for each property is Lot 11; Lot 12; Lot 13; Lot 16; Lot 17; Lot 18; Lot 19; Lot 20; Block 6 of the Dynasty Addition #2 Subdivision zoned SF-4. The applicant sought a variance to building homes with garages front facing the roadway. (Deputy City Manager Brian Lockley)
ADJOURNMENT

Councilman Tony Bradley made a motion at 10:31 p.m. to adjourn the meeting. Councilwoman Shaunte Allen made the second. The motion carried with the following vote:

VOTE  6 Ayes — Adams, Brown, Bradley, Woods, Allen, and Newson

Mayor Pro Tem Ron Adams adjourned the meeting at 10:31 p.m.

Attest:

Juanita Willman, City Secretary

Passed and approved on the 19th of February, 2019.