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

FEBRUARY 19, 2019

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

On the 19th 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 (Arrival at 7:54 p.m.)
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
Lauren Lewis                                * Community Engagement Administrator
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 7:32 p.m. with a quorum of the City Council present. [The meeting started later due to close-out processing for the Early Voting period following the closing of the Early Voting polls at 7:00 p.m.]

INVOCATION Elizabeth Venegas, Executive Administrator, Fire of God Church delivered the invocation.

PLEDGE OF ALLEGIANCE Mayor Pro Tem Ron Adams led the assembly in the Pledge of Allegiance.
PUBLIC COMMENTS  Raymond K. Davis, 117 Mesa Moor Drive, addressed the City Council regarding water damage done to his residence at September 5, 2018. He asked that the City reimburse him for his insurance deductible.

Other Public Comments were received by the City Council under Consent Agenda Item 5.

PROCLAMATIONS
- Women’s History Month, March 2019
- American Red Cross Month, March 2019
- Cesar Chavez Day, March 31, 2019

PRESENTATION

1. Recognition of City Secretary Certification. (Requested by Council Member Sonja A. Brown) City Manager David Hall addressed the City Council regarding the standards and requirements for City Secretary Certification. He noted that City Secretary Janie Willman embodies persistence in her efforts to pursue her certification towards this recognized standard of professionalism for City Secretaries which includes university level course work. Ms. Willman acknowledged the City Council’s recognition.

CONSENT AGENDA

Councilman Tony Bradley asked to have Consent Agenda Items 5 and 6 pulled off of the Consent Agenda for separate consideration.

Councilman Tony Bradley made a motion to approve Consent Agenda Items 1 through 4. 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 31, 2019 Special Canvass Meeting.

C.A.2. Take action to approve City Council Meeting Minutes of the February 5, 2019 Regular City Council Meeting.

C.A.3. Take action acknowledging the Schedule of Upcoming City Events.
*Meetings or Events in February 2019
- February 18, 2019, City of Glenn Heights Black History Month Program, 6:30 p.m. to 8:00 p.m., at Harvest of Praise Ministry Church, 1603 South Hampton Road, Glenn Heights.
- February 23, 2019, 7 a.m. to 7 p.m., Mayoral Runoff Election, Glenn Heights City Hall, City Council Chambers, 1938 South Hampton Road, Glenn Heights.

- February 25, 2019, 11:30 a.m., Glenn Heights Chamber of Commerce Membership Luncheon, Harvest of Praise Church, 2603 S. Hampton Road, Glenn Heights, Red Oak ISD Superintendent Michael Goddard, State of the District Address.

- February 28, 2019, 6:30 p.m. to 8:00 p.m., Black History Month Program in Partnership with Shields Elementary School, 223 Ovilla Road, Shields Elementary Cafeteria/Auditorium, Glenn Heights.

C.A.4. Announce to the Council the decision of the Development Regulation Variance Board (DRVB) approving DRVB Case #19-001DRV and granting 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, to allow building of homes with garages front facing the roadway.

C.A.5. Announce to the Council the decision of the Development Regulation Variance Board (DRVB) approving DRVB Case #19-002DRV and granting 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 to allow building of homes with garages front facing the roadway.

Brian Smith, 327 Craddock Drive, addressed the City Council regarding the condition of properties located at 1921 and 1925 Carrington Drive, which a former City Council authorized on November 14, 2017, approved a variance for Mr. Chan, the owner of Move In and On, LLC. Mr. Smith noted the properties have been left as a nuisance since September 2018. He asked that the City Council not authorize the DRVB Case #19-002DRV and that the owner be made to take responsibility for the condition of the properties on Carrington Drive.

Shelby Gooden, 1950 Carrington, addressed the City Council regarding the condition of the properties located at 1921 and 1925 Carrington Drive. She asked that the City take action because property owner Mr. Chan is making a mockery out of the City's boards. She noted that the City continues to work with Mr. Chan.

Brian Lockley, Deputy City Manager, addressed the City Council. He noted that staff is aware of the two properties located at 1921 and 1925 Carrington Drive. He will research the ownership and send the Code Enforcement officers back out to get the property cleaned up as expeditiously as possible.
City Attorney Victoria Thomas addressed the City Council to clarify the actions the City Council can take and the 30 day window for taking such actions.

Mayor Pro Tem Ron Adams directed City Manager David Hall to put this agenda item on the next City Council Meeting Agenda.

C.A.6. Take action to approve the modified Police Sergeant Job Description.

Deputy Police Chief Vernell Dooley and Director of Public Safety Eddie Burns addressed the City Council regarding this agenda matter. It was noted that rather than lowering the training standards of Glenn Heights, modifying the Police Sergeant Job Description would accurately allow those Police personnel who can be considered for upward mobility into three vacant police sergeant positions, to have an opportunity to train and increase their professional educational standards once in the modified Police Sergeant Job Description as a part of the current leadership model being used by the Department’s leadership. It was noted that the current leadership put in an assessment, written test, and a formal interview process. The goal is to increase the level of professionalism and rise everyone to the master level.

Councilwoman Jeremy Woods, Sr. made a motion to approve Consent Agenda Item 6. Councilwoman Shaunte Allen made the second. The motion carried with the following vote:

**VOTE**

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

**AGENDA**

A.1. Announce to the Council the decision of the Development Regulation Variance Board (DRVB) approving DRVB Docket 07-18 and granting 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 to allow construction of 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 introduced this agenda matter to the City Council with a formal presentation. Following brief deliberation, Mayor Pro Tem Adams directed City Manager David Hall to put this agenda item on the next City Council Meeting Agenda.


Finance Director Lakeita Sutton introduced this agenda matter to the City Council with a formal presentation. A request was made to provide the number of days in reserve in the next Financial Report.
A.3. Update on 50th Jubilee Anniversary Committee.

Community Engagement Administrator Lauren Lewis introduced this agenda matter with a formal presentation. The City Council thanked Ms. Lewis for her work, attention to detail, and indicated she has done a good job. There was noted the need to lock in the carnival rides early. It was further noted that there is a musical group that might be interested in participating.


City Manager David Hall and Economic Development Administrator Marlon Goff introduced this agenda matter with a formal presentation. Mr. Hall noted that the City Council can take this information and synthesize what it means to each of the City Council Members. Staff will place this agenda matter on the first meeting in March for further discussion and information based on the City Council feedback to the City Manager.

A.5. Update on City Facilities process. (Requested by Mayor Pro Tem Ron Adams)

City Manager David Hall introduced this agenda matter to the City Council with an informal report. Mr. Hall detailed the steps he has taken since November 29, 2018 through to the current work he is doing with the City Attorney’s Office finalizing the details of a professional services contract. Mr. Hall noted he hopes to have all the details finalized in order to ask the City Council for a Special Meeting in the next week to complete the work and move forward.

ADJOURNMENT

Councilwoman Sonja A. Brown made a motion at 10:14 p.m. to adjourn the meeting. 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 adjourned the meeting at 10:14 p.m.

Attest:

Juanita Willman, City Secretary
Passed and approved on the 5th day of March, 2019.