



GARLAND
NOTICE OF MEETING
CITY OF GARLAND, TEXAS

Senior Citizens Advisory Commission
Work Session Room of City Hall
200 N. Fifth Street
Garland, Texas
February 5, 2026
9:00 AM

A meeting of the Senior Citizens Advisory Commission of the City of Garland, Texas will be held at the aforementioned location, date, and time to discuss and consider the following agenda items.

AGENDA:

1. APPROVAL OF MINUTES

- a. **Consider Approval of the Senior Citizens Advisory Commission Minutes for the January 15, 2026, Meeting**

2. PUBLIC COMMENTS

Persons who desire to address the Commission on any item on the agenda are allowed three minutes to speak.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- a. **Parks and Recreation Department and Website Overview**

D'Lee Williams, Managing Director, will provide the commission with an update and be available to answer questions.

- b. **Garland Police Department Update on Scams and Issues Pertaining to Senior Citizens**

Corey Jones, Garland Police Officer, will provide the commission with an update and be available to answer questions.

- c. **The Commission Will Review the Revised Bylaws, Updated Future Goals, and Have a TEAMS Discussion**

Carol Cooper, Commission Chair, and Jesse Johnson, Jr., Recreation Manager, will lead the commission on discussion and be available to answer questions.

- d. **City Hall Evacuation Plan Discussion**

Jesse Johnson, Jr., will lead the commission on discussion and be available to answer questions.

- e. **Senior Citizens Advisory Commission Website Discussion and City Departments Research**

Carol Cooper, Commission chair, will lead a discussion with the commission and will be available to answer questions.

f. Senior Center Reports

Jelisa Baker (Carver) and Dee Muhlinghaus (Senior Activity Center), Recreation Services Supervisors, will provide updates to the commission and be available to answer questions.

g. City Press Upcoming Topics Discussion

Carol Cooper, Commission chair, will lead a discussion with the commission on upcoming topics to be included in the City Press.

4. FUTURE AGENDA ITEMS

5. ADJOURN

NOTE: A quorum of the City Council may be in attendance and may or may not participate in the discussions of the Commission or board.



GARLAND

MINUTES

The Senior Citizens Advisory Commission of the City of Garland convened in regular session at 9:00 AM on January 15, 2026, in the Work Session Room at the William E. Dollar Municipal Building, 200 North Fifth Street, Garland, Texas, with the following members present:

Present: Carol Cooper, Chair
Gail Belton, Vice Chair
Amador Castro, Jr., Commission Member
Wytonia Montgomery, Commission Member
Kathleen Gardner, Commission Member
Ann Garrett, Commission Member
Venita Lovelace - Chandler, Commission Member

Absent: Sal Liberto, Commission Member
Robert Bruns, Commission Member

Staff Present: Jesse Johnson Jr., Recreation Services Manager
Dee Muhlinghaus, Recreation Services Supervisor
Jelisa Baker, Recreation Services Supervisor
Anna Enriquez, Recording Secretary
Yvonne V. Naser, Management Services Coordinator

1. APPROVAL OF MINUTES

a. Approval of the November 6, 2025, Meeting Minutes

A motion was made by Gail Belton, Vice Chair, and seconded by Wytonia Montgomery, Commission Member, that the minutes of November 6, 2025, be approved as submitted. All Voted in Favor. Motion Carried Unanimously.

2. PUBLIC COMMENTS

Persons who desire to address the Commission on any item on the agenda are allowed three minutes to speak.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

a. The City Secretary's Office Will Discuss the Roles of the Boards and Commissions

Jennifer Stubbs, City Secretary, will lead the commission in discussion and be available to answer questions.

Jennifer Stubbs, City Secretary, provided an overview of the roles of the boards and commissions and was available to answer questions.

b. Garland Police Department Update on Scams and Issues Pertaining to Senior Citizens

Corey Jones, Garland Police Officer, will provide the commission with an update and be available to answer questions.

Speaker not available. Item will be added to a future agenda.

c. The Commission Will Discuss Bylaws Created by City Council, Future Goals, and TEAMS Discussion

Carol Cooper, Commission Chair, will lead a discussion with the commission and be available to answer questions.

The commission discussed and provided updates to the commission bylaws as well as the future goals. The TEAMS discussion will be added to a future agenda.

d. City Hall Evacuation Plan Discussion

Jesse Johnson, Recreation Manager, and Carol Cooper, Commission Chair, will lead a discussion with the commission and be available to answer questions.

Speaker not available. Discussion will be added to a future agenda.

e. Senior Citizens Advisory Commission Website and City Department Research Discussion

Carol Cooper, Commission Chair, will lead a discussion with the commission and be available to answer questions.

Commission members discussed research and updates being conducted on several city departments.

f. Senior Center Reports

Jelisa Baker (Carver) and Dee Muhlinghaus (Senior Activity Center), Recreation Services Supervisors, will provide updates to the commission and be available to answer questions.

Senior Center Supervisors provided an update on activities, programs and future trips, and were available to answer questions.

g. City Press Upcoming Topics Discussion

Carol Cooper, Commission Chair, will lead a discussion with the commission on upcoming topics to be included in the City Press.

Carol Cooper, Commission Chair, led a discussion with the commission on upcoming topics to be included in the City Press.

4. FUTURE AGENDA ITEMS

The Commission has requested:

Requested for D'Lee Williams to speak in February.

Requested the Police Dept. to speak in the month of February.

Requested Joe Thomas, Jr., Councilmember, to speak to the commission in March.

Requested the Fire Dept to speak in the month of March. Stop the bleed or CPR.

A request to speak to the commission will be extended to a lawyer who specializes in elderly issues in April.

Requested the Police Dept. speak in the month of May.

Requested Envision Dallas (formerly Dallas Lighthouse for the Blind) to speak in June.

Requested Caption Call to speak in August.

Chair and Vice Chair elections in September.

5. ADJOURN

The meeting adjourned at 10:25 a.m.

Submitted By:

/s/ Carol Cooper, Chair

/s/ Anna Enriquez, Recording Secretary

BYLAWS
OF
SENIOR CITIZENS ADVISORY COMMISSION

GARLAND, TEXAS

ARTICLE I

Powers, Duties, Purpose

Section 1. The powers, duties, objectives, and purposes of the Senior Citizens Advisory Commission of the City of Garland, Texas are those set forth under [state law, the Garland City Charter, Garland Code of City Ordinances.

Section 2. The purpose of the Senior Citizens Advisory Commission, a member body, is to generate broad-based public awareness of, and support for, senior citizens' concerns. Accomplished by a membership of community interested in senior issues, the Commission shall be advisory to the City Council and shall evaluate current issues affecting senior citizens living in Garland and shall bring them to the attention of the City Council.

Section 3. The Senior Citizens Advisory Commission shall endeavor to raise public awareness of seniors' needs and issues to the City Council as requested.

ARTICLE II

Commissioners and Officers

Section 1. The Commission is comprised of one Commissioner representing each City of Garland Council District and one Commissioner appointed by the Mayor. All appointed persons shall be residents of the City of Garland. The officers of the Senior Citizens Advisory Commission shall be a Chairperson, Vice Chairperson, and Secretary - the Secretary shall not be a member of the Commission.

Section 2. The Chairperson shall preside over all meetings of the Commission and have all duties generally conferred by Robert's Rules of Order, state or local law, or Council policy. The Chairperson may participate in the discussion of all matters before the Commission and vote thereon. The Chairperson shall be

responsible for the efficient and orderly transaction of Commission business. The Chairperson may serve a maximum of three (3) two (2) year consecutive terms. Upon completion of the **third** term, the Chairperson shall be ineligible to serve again in that role until at least one full term has passed. After this break in service, the individual may again be considered for election or appointment as Chairperson.

Section 3. The Vice Chairperson shall have the authority to perform all duties of the Chairperson in the event the Chairperson is absent or unable to perform the duties of the office. The Vice Chairperson may serve a maximum of **three (3) two (2) year** consecutive terms. Upon completion of the **third** term, the Vice Chairperson shall be ineligible to serve again in that role until at least one full term has passed. After this break in service, the individual may again be considered for election or appointment as Vice Chairperson.

Section 4. The Senior Citizens Advisory Commission member qualifications shall be the same as for Council Members. Each City Council member and the Mayor shall appoint one person to serve on the Commission. All Commission members shall reside within the corporate limits of the City of Garland, Texas.

Section 5. A member of the Senior Citizens Advisory Commission who is absent for more than three (3) regular meetings, or twenty-five (25) percent, whichever is greater, in one (1) appointment year, shall forfeit appointment, unless the absence is excused by the Chair. When a member has forfeited appointment due to absences, the City Council shall be asked to declare the position vacant and appoint a member for the unexpired portion of the term. If the vacancy cannot be filled by a resident of the Council district, then a resident of another district may be appointed to fill the vacancy.

Section 6. The Secretary, or the Staff Liaison's designee in the event the Secretary is absent or unable to perform the duties of the office, shall keep the minutes and records of the Commission, prepare the agenda of regular and special meetings, provide notice of meetings, **agendas**, and copies of minutes to members of the Commission **at least three business days before each scheduled meeting**, and other duties that are normally performed by the office of Secretary. It shall be the duty of the Secretary to submit to the Commission the minutes of the previous meeting so that the same may be corrected, if necessary, to accurately reflect the proceedings of the last meeting. The minutes shall not be official until they are adopted by a majority vote of the Commission.

ARTICLE III

Appointment of Officers

Section 1. The Chairperson and Vice Chairperson shall be elected annually at the first regular meeting in **October**. Nominations shall be made from the members of the Commission, the election shall follow immediately thereafter. The candidate receiving the most votes for the office for which the candidate was nominated shall be declared elected and shall take office **at the next scheduled meeting**. Upon request of a member of the Commission, or at the discretion of the Chairperson, the election may be by ballot.

Section 2. The Staff Liaison shall appoint the Secretary from staff of the Department.

Section 3. In the event of a mid-term vacancy, for whatever reason, it shall be filled by the Council at a regular meeting.

ARTICLE IV

Meetings

Section 1. Regular meetings will be held first Thursday each month at 9:00 a.m. In the event a regular meeting falls on a holiday or upon a day resulting in a conflict with another city or special event, the Commission, by a majority vote, may change the date and time of the regular meeting of the Commission.

Section 2. Special meetings may be called at any time by the Chairperson or upon written request by three members of the Commission.

Section 3. **Five (5)** members of the Commission shall constitute a quorum. No official action shall be taken unless a quorum is present on the item or matter being considered by the Commission.

Section 4. All decisions and recommendations of the Commission shall be made in meetings open to the public and a vote taken at such meetings and duly recorded. All meetings shall be held in accordance with the provisions of the Open Meetings Act.

Section 5. Parliamentary procedure shall be generally governed by Roberts Rules of Order, which may be suspended upon a majority vote of the Commission, except when in conflict with state or local law. In the event of a conflict between Robert's rules of Order and state or local law, then state and local law shall govern.

Section 6. Upon a timely and written request directed to the Staff Liaison, from the Chairperson, or any two members of the Commission, to place an item for consideration or recommendation on the agenda, the item shall be added to the next regularly scheduled Senior Citizens Advisory Commission meeting agenda.

ARTICLE V

Committees

Section 1. Special committees may, from time to time, be appointed by the Chairperson of the Commission. Among other tasks, a special committee may be assigned any issue that may be considered by the Commission. Special committees shall be composed of at least three members of the Commission. A quorum of a special committee shall consist of at least two members.

Section 2. A committee chairperson shall be appointed from the membership of each committee by the Chairperson of the Commission. The committee chairperson shall preside over committee meetings, shall vote upon all matters and shall report the results of committee meetings to the Commission.

ARTICLE VI

Amendments

These Bylaws may be changed at any regular meeting of the Commission by a two-third (2/3) vote of all members. Any proposed change or amendment of these rules shall be delivered to members not less than three days in advance of the meeting at which a change or amendment is considered for adoption.

ARTICLE VII

Temporary Waiver of Bylaws

These Bylaws may be temporarily waived for the duration of a meeting by a two-third (2/3) vote of the members present.

VIII

Miscellaneous

Section 1. Severability. If any part or provision of these Bylaws, or the application of these Bylaws to any person or circumstance, is adjudged invalid by any court of competent jurisdiction, the judgment shall be confined in its operation to the part, provision or application directly involved in the controversy in which the judgment shall be rendered, and it shall not affect or impair the validity of the remainder of these regulations or the application of them to other persons or circumstances. The Senior Citizens Advisory Commission hereby declares that it would have enacted the remainder of these Bylaws even without any such part, provision, or application that is judged to be invalid.

Section 2. Savings Provision. These Bylaws shall not be construed as terminating, dismissing, or abating any action now pending under, or by virtue of, prior existing regulations, or as discontinuing, abating, modifying, or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm or corporation, or as waiving any right of the Senior Citizens Advisory Commission or the City under any section or provision existing at the time of the effective date of these Bylaws, or as vacating or annulling any rights obtained by any person, firm or corporation, by lawful action of the Senior Citizens Advisory Commission or the City except as shall be expressly provided herein.

Adopted by the Senior Citizens Advisory Commission on this [day] day of [month], 2026.

GOALS – Senior Citizens Advisory Commission

2025

	Status	Action
Attach presentations to the minutes as available and appropriate	Laision posts when provided with presentation prior to meeting. Once?	Continually
Email blasts to registered Senior Center participants	Launched August 2025	Continually
Continue the City Press articles	Done	Continually
Outreach to Senior Living facilities	In Progress with Ann doing her district monthly	Continually
Senior Center Parks and Recreation Department web page presence	Move to 2026 ?????????	
Work with Public and Media Relations to have a dedicated Senior resource on the City of Garland website	Move to 2026	
Annual Report to Council	2025 report to be issued March 2026	Continue annually

2026

	Status	Action
Survey started in 2025	Monthly report from Laision	Continually
Work with Public and Media Relations to have a dedicated Senior resource on the City of Garland website	9-4-25 lukewarm response from Commission	Carried over from 2025
List of churches for food and email blasts		new
Identify and attend activities to engage and provide Advisory materials (3-4 per year w/ PARD)	July 4 (on the 3) Christmas on Sq (Dec 4)	new
Presence in City Press Briefs – Survey QR		new