



GARLAND

AGENDA

CITY COUNCIL WORK SESSION

City of Garland

Work Session Room, City Hall

William E. Dollar Municipal Building

200 North Fifth Street

Garland, Texas

Monday, February 20, 2023

6:00 p.m.

DEFINITIONS:

Written Briefing: Items that generally do not require a presentation or discussion by the staff or Council. On these items the staff is seeking direction from the Council or providing information in a written format.

Verbal Briefing: These items do not require written background information or are an update on items previously discussed by the Council.

NOTICE: The City Council may recess from the open session and convene in a closed executive session if the discussion of any of the listed agenda items concerns one or more of the following matters:

- (1) Pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct. Sec. 551.071, Tex. Gov't Code.
- (2) The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.072, Tex. Gov't Code.
- (3) A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.073, Tex. Gov't Code.
- (4) Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Sec. 551.074, Tex. Gov't Code.
- (5) The deployment, or specific occasions for implementation of security personnel or devices. Sec. 551.076, Tex. Gov't Code.
- (6) Discussions or deliberations regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect of the sort described in this provision. Sec. 551.087, Tex. Gov't Code.
- (7) Discussions, deliberations, votes, or other final action on matters related to the City's competitive activity, including information that would, if disclosed, give advantage to competitors or prospective competitors and is reasonably related to one or more of the following categories of information:
 - generation unit specific and portfolio fixed and variable costs, including forecasts of those costs, capital improvement plans for generation units, and generation unit operating characteristics and outage scheduling;
 - bidding and pricing information for purchased power, generation and fuel, and Electric Reliability Council of Texas bids, prices, offers, and related services and strategies;
 - effective fuel and purchased power agreements and fuel transportation arrangements and contracts;
 - risk management information, contracts, and strategies, including fuel hedging and storage;
 - plans, studies, proposals, and analyses for system improvements, additions, or sales, other than transmission and distribution system improvements inside the service area for which the public power utility is the sole certificated retail provider; and
 - customer billing, contract, and usage information, electric power pricing information, system load characteristics, and electric power marketing analyses and strategies. Sec. 551.086; Tex. Gov't Code; Sec. 552.133, Tex. Gov't Code]

1. Public Comments on Work Session Items

Persons who desire to address the City Council on any item on the Work Session agenda are allowed three minutes to speak. Speakers are taken only at the beginning of the meeting, other than invited testimony.

Speakers are grouped by Work Session item and will be taken in the order of the Work Session agenda. Speakers must submit to the City Secretary a completed speaker's card before the beginning of the meeting. Speaker cards will not be accepted after the Mayor calls the meeting to order. Speaker cards are available in the lobby, at the visitor's side of the Work Session Room, and from members of staff.

Speakers are limited to addressing items on the Work Session agenda – any item relating to a Regular Session agenda item should be addressed at the Regular Session and any item not on an agenda may be addressed during the open microphone at the end of the Regular Session.

2. Consider the Consent Agenda

A member of the City Council may ask for discussion or further information on an item posted as a consent agenda item on the next Regular Meeting of the City Council. The Council Member may also ask that an item on the posted consent agenda be pulled from the consent agenda and considered for a vote separate from consent agenda items on the regular agenda. All discussions or deliberations on this portion of the work session agenda are limited to posted agenda items and may not include a new or unposted subject matter.

3. Written Briefings:

a. FY 2022-23 Budget Amendment No. 1

Staff has prepared for City Council review, FY 2022-23 Budget Amendment No. 1, which is scheduled for formal consideration at the March 7, 2023 Regular Meeting.

b. City Council Committees - Pending Items List

The Pending Items List for the Council Committees is being provided for Council's review.

4. Verbal Briefings:

a. North Garland Library Facade and Site Improvement Partnership

Staff will present the concept plan and partnership proposal for façade and corridor improvements to the North Garland Branch Library and adjoining shopping center located at 3845 North Garland Avenue.

b. Additional Narcotic Seizure Funding Request for FY23

Staff will present an additional request for use of Narcotic Seizure Funds for the maintenance and repairs of the Bomb Unit Total Containment Vessel.

c. Tinsley-Lyles House Improvements

As requested by Mayor Pro Tem Morris and seconded by Council Member Lucht, Council is requested to consider possible option for the Tinsley-Lyles House located in Downtown Garland.

5. Announce Future Agenda Items

A member of the City Council, with a second by another member, or the Mayor alone, may ask that an item be placed on a future agenda of the City Council or a committee of the City Council. No substantive discussion of that item will take place at this time.

6. Council will move into Executive Session

**EXECUTIVE SESSION
AGENDA**

NOTICE: The City Council may recess from the open session and convene in a closed executive session if the discussion of any of the listed agenda items concerns one or more of the following matters:

- a. The City Council will adjourn into executive session pursuant to Sections 551.072, 551.089, and 551.071 of the Texas Government Code to deliberate or discuss:**

- 1. The purchase, exchange, lease or value of several tracts of real property for economic development purposes, located in the vicinity of HWY 66 and Centerville (551.072) and attorney/client matters concerning privileged and unprivileged client information related to the same (551.071).**
- 2. The deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices related to the continuity of operations (551.089) and attorney/client matters concerning privileged and unprivileged client information related to the same (551.071).**

- 7. Adjourn**



GARLAND POLICY REPORT

City Council Work Session Agenda

3. a.

Meeting Date: February 20, 2023
Item Title: FY 2022-23 Budget Amendment No. 1
Submitted By: Allyson Bell Steadman, Budget Director
Strategic Focus Areas: Sound Governance and Finances

ISSUE

Amend the 2022-23 Adopted Budget in order to appropriate available funds for the following:

1. Projects approved in last year's Budget but not completed by the fiscal year-end.
2. Rollover of open Purchase Orders from the 2021-22 fiscal year.
3. Expenditures not anticipated in the 2022-23 Adopted Budget.

OPTIONS

- (A) Approve Budget Amendment No. 1 as proposed.
- (B) Approve portions of Budget Amendment No. 1.
- (C) Do not approve Budget Amendment No. 1.

RECOMMENDATION

Option (A) – Approve Budget Amendment No. 1 as proposed. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the March 7, 2023, Regular Meeting.

BACKGROUND

(1) Carryover of 2021-22 Incomplete Projects

(a) Rolled-Forward Funds in the TIF #1 Fund for the Downtown TIF Project and Financing Plan

The FY 2021-22 Revised Budget for the TIF #1 Fund included \$543,844 for the Downtown Development Office that was not spent or committed prior to the end of FY 2021-22. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriation by \$543,844 in the TIF #1 Fund to continue implementing the Downtown TIF Project and Financing Plan.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(b) Rolled-Forward Funds in the Economic Development Fund for the “Make Your Mark” Campaign

The FY 2021-22 Revised Budget for the Economic Development Fund included \$91,193 for the “Make Your Mark” campaign that was not spent or committed prior to the end of FY 2021-22. Budget Amendment No. 1 proposes to increase the FY 2022-23 operating appropriation by \$91,193 in the Economic Development Fund to continue the “Make Your Mark” campaign.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(c) Rolled-Forward Funds in the IT Replacement Fund for IT, Library, and GP&L Equipment Replacement

The FY 2021-22 Revised Budget for the IT Replacement Fund included funding for equipment replacements in IT, Library, Police, and GP&L that was not spent or committed prior to the end of FY 2021-22. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriation by \$739,900 in the IT Replacement Fund to complete the equipment purchases.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(d) Rolled-Forward Funds in the IT Project Fund for Prior Year Projects

The FY 2021-22 Revised Budget for the IT Project Fund included funding for various projects that were not completed in FY 2021-22. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriation by \$6,702,431 in the IT Project Fund to complete the outstanding projects.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(e) Rolled-Forward Funds in the General Fund for PRCAD Vehicle

The FY 2021-22 Revised Budget for the General Fund included \$33,250 in funding for a Ford F-150 truck. Supply chain challenges prevented the purchase of the vehicle in FY 2021-22. The cost has escalated since the initial request. Budget Amendment No. 1 proposes to increase the FY 2022-23 operating appropriation by \$47,350 in the General Fund to complete the purchase of this vehicle.

A Budget Amendment is required due to the timing of the expenditures. There is an additional financial impact of \$14,100 due to cost escalation, which will come from excess, one-time fund balance reserves in the General Fund.

(f) Rolled-Forward Funds in the General Fund for Home Improvement Incentive Program

The FY 2021-22 Approved Budget for the General Fund included \$500,000 in

funding for the Home Improvement Incentive Program (HIIP). Of this amount, \$23,995 is committed to a project, but not yet spent, and \$85,578 has not yet been committed. Budget Amendment No. 1 proposes to increase the FY 2022-23 operating appropriation by \$109,573 in the General Fund to complete the FY 2021-22 HIIP.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(g) Rolled-Forward Funds in the Customer Service Fund for Itron Meter Reading Equipment

The FY 2021-22 Revised Budget for the Customer Service Fund included \$130,336 in funding for essential daily meter reading equipment, including both handheld units and drive-by laptop computer hardware, that was not spent or committed prior to the end of FY 2021-22. The cost has escalated since the initial request. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriation by \$151,101 in the Customer Service Fund to complete the purchase of this meter reading equipment.

A Budget Amendment is required due to the timing of the expenditures. There is an additional financial impact of \$20,765 due to cost escalation, which will come from fund balance reserves in the Customer Service Fund.

(h) Rolled Forward Funds in General Fund for Emergency Response Generators

The FY 2021-22 Revised Budget for the General Fund included \$720,000 in funding for emergency response generators and the retrofitting of recreation centers that was not spent or committed prior to the end of FY 2021-22. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriation by \$720,000 in the General Fund to purchase and install the emergency generators at recreation centers.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(i) Rolled Forward Funds in General Fund for the Emergency Operations Center (EOC)

The FY 2021-22 Revised Budget for the General Fund included funding for the Emergency Management Department to make purchases of equipment, furnishings, and supplies for the EOC. Budget Amendment No. 1 proposes to increase FY 2022-23 operating appropriations by \$225,000 in the General Fund for the Emergency Management Department to outfit the EOC following the completion of the renovation.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(2) Rolled-Forward Encumbrances from Fiscal Year 2021-22

When an order is placed for goods or services, a Purchase Order is issued that encumbers the budgeted funds. This has the effect of reserving the funds for future payment of the items covered in the Purchase Order. Every year on September 30, when the fiscal year ends, there are open Purchase Orders related to goods or services that have been ordered but not yet received. Accordingly, the funds reserved for these open Purchase Orders are still in the year-end fund balances since the transactions are not yet completed.

Because the purchase of these open items was authorized by Council in the previous fiscal year (2021-22), the City's practice has been to roll these encumbrances forward into the current fiscal year (2022-23). This has the effect of increasing the current year's appropriation by the amount of the open Purchase Orders or encumbrances. The funding to cover the expenditures is available in the fund balance since payment was not made before the close of the fiscal year.

The projected fund balance for the current fiscal year is unaffected by the "roll forward" because it was assumed in the 2022-23 Adopted Budget that the expenditures would be completed in the prior year. The presence of the funds in the fund balance is above and beyond what the Budget assumes for the 2022-23 year-end balance.

Budget Amendment No. 1 proposes that encumbrances totaling \$17,416,911 be rolled forward to 2022-23. Of the total rollover amount, \$2,815,395 is related to the General Fund. Attachment A provides a detailed listing by fund of individual outstanding encumbrances over \$25,000.

A Budget Amendment is required due to the timing of the expenditures only. There is no additional financial impact.

(3) Expenditures Not Anticipated in the 2022-23 Adopted Budget

(I) General Fund

(a) Parks, Recreation & Cultural Arts Events

PRCAD requests \$4,000 to cover additional costs incurred for the Martin Luther King Day parade float, \$15,000 in additional funding for the second annual Juneteenth event, and \$40,000 to hold an Asian American Heritage Festival. The Asian American Heritage Festival would be held at Winters Park Amphitheater on May 20, 2023, and would feature live music, food vendors, and performances. Additionally, the City has the opportunity to host a traveling exhibit from NASA's Johnson Space Center in Houston at City Hall from May 1 through September 2. PRCAD is requesting \$20,000 to host the NASA Exhibit.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by a total of \$79,000 for these PRCAD

events. Funding for these events will come from excess, one-time fund balance reserves in the General Fund.

(b) Christmas Tree & Décor

PRCAD requests additional funding to purchase holiday décor for the Downtown Square. Planned elements of the decorations include a large Christmas tree, dimensional displays, and lights for the broader streetscapes.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by a total of \$520,000 to purchase the décor. Funding for the tree and décor will come from excess, one-time fund balance reserves in the General Fund.

(c) Repairs and Maintenance to City Properties

PRCAD requests additional repair and maintenance funding to address landscaping upgrades at the Main Street Municipal Building (\$15,000), tennis court repairs at Rick Oden (\$17,500), fence repairs at the Old Marina (\$5,500), and repair of the lake wall at John Paul Jones Park (\$72,100). Additionally, \$30,000 is requested for drainage and sidewalk improvements at the Granger Recreation Center. These maintenance and repair items are one-time needs outside the typical scope of the annual Park Operations' maintenance budget.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by \$140,100 to provide funding for additional repair and maintenance. Funding for the projects will come from excess, one-time fund balance reserves in the General Fund.

(d) Four (4) Additional Animal Services Positions

This request is for the addition of the following positions to the Animal Services Department: three (3) Animal Care Technicians and one (1) Adoption Specialist. The increased size of the new Animal Shelter, the design of the new kennels, and the recent increase in intakes and surrenders the Animal Services Department has experienced have all made daily maintenance of the 220 dog kennels and 140 cat kennels unsustainable at current staffing levels.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by \$128,500 for these new positions. Funding for these positions will come from excess, one-time fund balance reserves in the General Fund. The new positions will be funded with an ongoing revenue source in the FY 2023-24 Operating Budget.

(e) Roll-Off Containers for Homeless Task Group Initiative

In FY 2019-20, the Police Department implemented the Homeless Task Group to address the health and safety concerns related to the growing

number of homeless camps within the city. The purpose of the task group is to bring a balanced approach, offering compassion and support through area support groups to provide shelter, clothing, identification, and services to reduce homeless encampments. The Sanitation Department assists with cleanup, utilizing their roll-off trucks to collect and store property. In order to maintain service levels while assisting with this program, an additional four (4) roll-off containers are requested to be dedicated to this initiative.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by \$25,232 for additional four (4) roll-off containers. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(f) PRCAD Automated External Defibrillator (AED) Replacement

PRCAD requests one-time funding to replace the Automated External Defibrillator (AED) Lifepark CP 2 machines in all PRCAD facilities. The units currently in place are obsolete, making it difficult to find replacement pads and batteries. Replacing all of the units at once ensures the department can obtain parts as needed and interoperability between facilities.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by \$23,100 to increase the PRCAD Operations budget. Funding for this replacement will come from excess, one-time balance fund reserves in the General Fund.

(g) Transfer Station Permit Amendment – Administrative Review and Comment Response

Funding was approved as part of the FY 2021-22 Operating Budget to cover a new TCEQ permit amendment for the Transfer Station, which would allow the site to continue to meet growing service demands. The current permit limits the Transfer Station to 223 tons per day, while the site receives over 500 tons per day at least 4 days per week. The submission of the TCEQ permit amendment has entered Administrative Review and Comment Response, which has led to additional unanticipated costs.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2022-23 operating appropriation by \$60,000 for this increased permit amendment cost. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(h) Citywide Strategic Plan Development and Management Consulting

One-time funding request of \$100,000 from the City Manager for the development of a Citywide strategic plan and management consulting.

Budget Amendment No. 1 proposed to increase the General Fund's FY 2022-23 Non-Departmental operating appropriation by \$100,000 for this

request. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(II) Other Funds

(a) Additional Athletic Maintenance in Recreation Performance Fund

Due to increased participation in athletics activities, additional maintenance needs have been identified. Participation in athletics activities determines the wear and replacement schedules for athletic fields and equipment.

Budget Amendment No. 1 proposes to increase the Recreation Performance Fund's FY 2022-23 operating appropriation by \$65,000 to maintain AA athletics fields, bases for baseball leagues, and soccer nets. Funding for the program will come from additional Recreation Performance Fund revenue, maintaining the projected fund balance near the FY 2022-23 approved ending balance.

(b) Wastewater Transfer to Parks CIP Duck Creek Greenbelt Trail - South Extension Project

Wastewater requests funding to increase its participation in the Parks Duck Creek Greenbelt Trail - South Extension project in the Capital Improvement Program (CIP). This transfer is reflected in the 2023 CIP, and the project is anticipated to be completed in 2023.

Budget Amendment No. 1 proposes to increase the Wastewater Utility Fund's FY 2022-23 operating appropriation by \$212,000 for the completion of the Parks Duck Creek Greenbelt Trail - South Extension CIP project. Funding for this request will come from fund balance reserves in the Wastewater Utility Fund.

(c) Evaluation for Streambank Erosion/Stabilization

The Stormwater Management Department requests approval of an additional \$770,000 to evaluate streams within the city, which will allow for stream repair recommendations, priorities, and cost estimates. This amount will be expensed across FY 2022-23 and FY 2023-24 but encumbered in FY 2022-23.

Budget Amendment No. 1 proposes to increase the Stormwater Management Fund's FY 2022-23 operating appropriation by \$770,000 to perform these stream evaluations. Funding for the program will come from fund balance reserves in the Stormwater Management Fund.

(d) Audit of Customer Service Billing Statements

With the recent "go live" of the new CIS and Billing System, the Customer Service Department seeks to secure the services of an outside party to conduct a billing statement audit. The focus of the audit will be on the rates

and fees charged to customers, with the goal of confirming the integrity and accuracy of the customer bills processed and delivered to customers each month.

Budget Amendment No. 1 proposes to increase the Customer Service Fund's FY 2022-23 operating appropriation by \$93,000 for the audit. Funding for this request will come from excess fund balance reserves in the Customer Service Fund.

(e) Additional Hardware and Software for Customer Service

With the recent "go live" of the new CIS and Billing System, the Customer Service Department seeks to procure new hardware and software that would allow employees to perform their job duties remotely, enabling the department to remain open and functional during emergencies that may prevent on-site work.

Budget Amendment No. 1 proposes to increase the Customer Service Fund's FY 2022-23 operating appropriation by \$90,000 for the new hardware and software. Funding for this request will come from transfers of \$45,000 each from the Water Utility Fund and Electric Utility Fund.

(f) Transfer to Firewheel CIP Facility Improvements Project

Funding was requested as part of the 2023 Capital Improvement Program (CIP) for various facility improvements to the Old/Lakes interiors, the Pavilion, and the Bridges Clubhouse.

Budget Amendment No. 1 proposes to increase the Firewheel Fund's FY 2022-23 operating appropriation by \$500,000 for a transfer to the CIP in order to complete this proposed project. Funding for this request will come from one-time fund balance reserves in the Firewheel Golf Fund.

(g) Information Technology Project Fund – HR/Payroll Workday

This request is for the continuation of the implementation of Human Resources' new Workday system.

Budget Amendment No. 1 proposes to increase the Information Technology Project Fund's FY 2022-23 operating appropriation by \$3.0 million to complete this project. This request will be funded by increased transfers from the General Fund, Electric Utility Fund, Water and Wastewater Utility Funds, Sanitation Fund, Stormwater Management Fund, Group Health Insurance Fund, Self Insurance Fund, Information Technology Fund, Facilities Management Fund, Fleet Services Fund, and Customer Service Fund in the FY 2022-23 Revised Budget.

(h) Economic Development Small Area Plans

Funding was approved in the FY 2022-23 Budget for planning and

implementation efforts in Catalyst Areas and other strategic areas for redevelopment. Additional funding is requested to expand this effort to study additional areas in FY 2022-23.

Budget Amendment No. 1 proposes to increase the Economic Development Fund's FY 2022-23 operations appropriation by \$100,000 to fund the increased cost for outside consulting services. Funding for this request will come from the fund balance reserve of the Economic Development Fund.

(i) Conversion of Eleven (11) Public Health Temporary Employees to Full-Time Employees

This request is for the conversion of the following positions in the Public Health / Immunization Grant Fund from temporary labor to full-time, grant-funded employees: two (2) Outreach/Audit Coordinators, one (1) Accounting Representative II, one (1) Outreach/Event Coordinator, six (6) Medical Assistants, and one (1) Department Representative II.

There is no anticipated financial impact to the Public Health / Immunization Grant Fund since this request proposes the conversion of positions that are fully grant-funded in the FY 2022-23 Operating Budget.

(j) Repair and Maintenance of Bomb Unit's Total Containment Vehicle

The Garland Police Bomb Unit's Total Containment Vessel (TCV) is approximately 15 years old and requires maintenance and possible repair. The TCV is a large, self-opening/closing containment trailer that the Bomb Unit uses to safely contain and transport explosive devices, biochemical devices and/or other hazardous materials. The TCV plays a vital role in responding to hazardous devices as it allows the Bomb Technicians to remotely secure and safely contain the devices for transport or disposal. The TCV was originally purchased with funds through a Department of Homeland Security grant.

Budget Amendment No. 1 proposes to increase the Narcotic Seizure Fund's FY 2022-23 operations appropriation by \$20,000 to fund this maintenance. Funding for this request will come from higher-than-projected FY 2022-23 revenue in the Narcotic Seizure Fund.

(k) 2023 Bullet-Resistant Shield Grant Program

The Office of the Governor Public Safety Office (PSO) Criminal Justice Division (CJD) has awarded a grant to the Police Department in the amount of \$200,000 under the 2023 Bullet-Resistant Shield Grant Program to obtain bullet-resistant shields compliant with the National Institute of Justice (NIJ) Level III, III+, or IV. Grant funds may only be used to equip peace officers (as defined by Article 2.12, Texas Code of Criminal Procedure) directly employed by a law enforcement agency operated by the City. State funding priorities included equipping peace officers directly employed by school districts,

contracted by school districts, and other peace officers that may respond to school safety emergencies.

Budget Amendment No. 1 proposes to increase the Public Safety Grant Fund's FY 2022-23 operations appropriation by \$200,000 to fund the purchase of bullet-resistant shields. Funding for this request will come from the 2023 Bullet-Resistant Shield Grant award revenue in the Public Safety Grant Fund.

CONSIDERATION

The project continuation in the Downtown TIF Project and Financing Plan, Image Management Initiative, IT Replacement and IT Project Funds, purchase of a new PRCAD vehicle, and outstanding Purchase Orders carried forward were fully funded in the FY 2021-22 Budget, and the funds required to cover these expenditures remain within each fund's respective fund balance. As a result, there is no financial impact from approval of these items. The additional expenses in the General Fund, Wastewater Utility Fund, Stormwater Management Fund, Firewheel Golf Fund, Recreation Performance Fund, Economic Development Fund, Customer Service Fund, IT Project Fund, Public Health / Immunization Grant Fund, Narcotic Seizure Fund, and the Public Safety Grant Fund will be funded out of excess fund balance reserves in each respective fund as well as additional revenue.

Budget Amendment No. 1 proposes to appropriate funds as follows:

TIF #1 Fund	
Downtown TIF Project and Financing Plan	\$ 543,844
Economic Development Fund	
Image Management Initiative	91,193
Small Area Plan Studies	100,000
IT Replacement Fund	
Equipment Replacement	739,900
IT Project Fund	
Project Implementation	6,702,431
HR/Payroll Project	3,000,000
General Fund	
PRCAD New Vehicle	47,350
Home Improvement Incentive Program	109,573
Emergency Response Generators	720,000
PRCAD Events	79,000
Christmas Tree & Decor	520,000
Repair and Maintenance to Various City Properties	140,100
Four New Animal Services Positions	128,500
Roll-off Containers for Homeless Task Group Initiative	25,232
PRCAD AED Replacement	23,100
Transfer Station Permit Amendment	60,000
Citywide Strategic Plan & Management Consulting	100,000
Emergency Operations Center	225,000
Customer Service Fund	
Itron Meter Reading Equipment	151,101
Audit of Customer Service Billing Statements	93,000

New, Additional Hardware & Software	90,000
Stormwater Management Fund	
Evaluation for Streambank Erosion/Stabilization	\$ 770,000
Firewheel Golf Fund	
Transfer to Firewheel 2023 CIP	500,000
Wastewater Utility Fund	
Wastewater Transfer to Parks 2023 CIP	212,000
Recreation Performance Fund	
Additional Athletic Maintenance Needs	65,000
Narcotic Seizure Fund	
Garland Police Bomb Unit's Total Containment Vessel	20,000
Public Safety Grant Fund	
2023 Bullet-Resistant Shield Grant Program	200,000
Various Funds	
Rollover of Purchase Order Encumbrances	17,416,911
TOTAL SUPPLEMENTAL APPROPRIATION	\$32,873,235

Attachments

Attachment A – Schedule of Open Encumbrances being Rolled Forward

Attachment B - Summary of FY23 BA No. 1

**ATTACHMENT A
2021-22 Rollover
(With Detail of PO's Over \$25,000)**

*Amount
Outstanding
9/30/2022*

<i>Fund/Department</i>	<i>PO Description</i>	
<u>General Fund</u>		
Fire	Gravelly Utility Terrain Vehicle	\$45,209
Human Resources	Employee Service Awards & Recognition	\$30,786
Landfill	Replacement Ford F-350 Crew Cab	\$69,375
Parks, Recreation & Cultural Arts	Damaged plant Replacement	\$61,514
	Sod for Parks	27,518
	Granville Arts Center	75,000
	Brownlee Theater Audio Equipment	25,633
	Bob Hall Park Equipment	90,948
	Tractors & Equipment	141,941
	Playground Surfaces	48,550
	Sports Field Equipment	57,658
	Granger Monument Sign	26,887
	Athletic Field Supplies	36,007
Planning & Development	2022 Ford F-150 Truck	\$31,449
Police	Police Vehicles	\$1,089,270
	Police Ammunition	67,352
Transportation	Replacement Bucket Truck	\$188,088
	Replacement Forklift	41,978
Non-Department	Ridgewood Shopping Center Project	\$100,000
	Generator Connection System	30,000
	Demolition of Lakemere Property	28,051
Various	PO's Under \$25,000	\$502,180
<u>Sub-Total General Fund</u>		<u>\$2,815,395</u>
<u>Economic Development Fund</u>		
	Redevelopment/Brokerage Consulting Svcs.	\$90,000
	ED Strategic Plan	58,041
	Shopping Center Feasibility Study	59,362
	Hotel Feasibility Study	44,000
	PO's Under \$25,000	65,287
<u>Sub-Total Economic Development Fund</u>		<u>\$316,690</u>

Electric Utility Fund

Distribution Generation Assessment	\$87,632
Engineering Services for Arc Flash Hazard	86,603
SA BFI 10 Stage Boiler Feed Pumps	136,410
Unit 3 Feedwater Heater Maintenance	49,885
Conco 50 Ton Gearcase Rebuild	157,917
Olinger Unit 3 Bearing Repair and Manufacturing	48,965
Circulating Water System CrossTie Study	90,588
Olinger Rice Installation Feasibility Study	32,016
Repairs of R22400v Bus (Ground Fault)	279,857
Fabricate/Install SS Screens for Hydro Intake	28,789
Spencer 4-2 CWP Motor Repair	150,015
Spencer 5-1 Boiler Feed Pump Motor Repair	95,848
Spencer 5-2 Condensate Motor Rewind	43,056
Power Plant Dewater, Inspection, Repair, Rewater	142,375
TMPA Interconnection Operation Fees	29,474
Day Ahead Real Time Market Data Service	33,891
Minmax Subscription for Substations	28,638
PO's Under \$25,000	325,645

Sub-Total Electric Utility Fund

\$1,847,604

Equipment Replacement Fund

City Marshal	2023 Ford Transit T-350	\$72,123
Risk	Two 2022 Ford F-150 Trucks	59,502
Police	2022 Ford Escape	35,022
Police	Fifty (50) Patrol 2023 Chevrolet Tahoes	2,056,358
Police	GPD Vehicle Equipment	59,436
Police	2022 Toyota Camry Sedan	52,270
Police	2022 Toyota Camry Sedan	52,270
Police	2022 Ford F-150 Truck	30,150
Police	2022 BMW R1250 Motorcycle	30,025
Building Inspection	2021 Ford F-150 Truck	26,649
Landfill	2021 Ford F-150 Truck	29,545
Transportation	2022 Ford F-250 Truck	39,354
Transportation	2022 Ford F-250 Truck	39,354
Code Compliance	2021 Ford F-150 Truck	28,943
Animal Services	2022 Ford Escape	65,482
Animal Services	2022 Ford Escape	28,894
GP&L	2023 Ford F-550 Articulating Truck	188,338
GP&L	Replacement Aerial Bucket Truck	162,213
GP&L	Replacement Dump Truck	111,876
GP&L	2022 Freightliner M2-106 Chassis	262,786
GP&L	2022 Freightliner M2-106 Chassis	248,150
GP&L	2022 Freightliner M2-106 Chassis	377,509
GP&L	2022 Ford F-250 Truck	39,993
GP&L	2022 Chevrolet Express 2500 Cargo Van	33,270
GP&L	2022 Ford F-350 Truck	55,770
Water	2022 Toyota Camry XLE Sedan	31,051
Water	2020 Ford F-450 Truck	67,616
Water	2023 Freightliner with 12-Yard Dump Body	125,822
Water	2022 Ford F-250 Truck	37,195
Water	2022 Ford F-250 Truck	32,763

Equipment Replacement Fund (Continued)

Wastewater Collection	2022 Ford F-250 Truck	\$32,763
Wastewater Collection	2022 Peterbilt Jetter with Pipe Hunter	249,210
Wastewater Collection	2023 Western Star Vacall Combo Vac/Jet Body	494,465
Wastewater Collection	2022 Ford Transit T-350 CUES Van	253,007
Wastewater Collection	2022 Ford F-250 Truck	68,859
Wastewater Collection	Replacement Sewer Vacuum Truck	42,102
Wastewater Collection	2022 Ford F-350 Truck	44,860
Wastewater Collection	New Caterpillar Backhoe Loader	138,945
Wastewater Collection	2021 Ford F-150 Truck	30,153
Sanitation	2022 Ford F-350 Truck	78,970
Stormwater Management	2022 Chevrolet Silverado Truck	46,408
Stormwater Management	2022 Ford F-150 Truck	31,449
Fleet	2022 Ford F-450 Truck	100,492
Fleet	2022 Ford F-350 Truck	76,907
Customer Service	2021 Ford F-150 Truck	28,258
Various	PO's Under \$25,000	31,116

Sub-Total Equipment Replacement Fund

\$6,227,691**Facilities Management Fund**

Annual Access Control System Maint.	\$60,743
Duckworth USB - Replacements	43,400
COG Police Dep. - Camera Replacement	46,449
Central Park - Asbestos Survey	31,865
PO's Under \$25,000	196,304

Sub-Total Facilities Management Fund

\$378,761**Hotel/Motel Tax Fund**

Minor Computer Items	\$35,000
Marketing & Advertising	84,000
PO's Under \$25,000	9,366

Sub-Total Hotel/Motel Tax Fund

\$146,332**Information Technology Fund**

Multifactor Identification Term Contract	\$52,417
PESP-Remediation T&M	41,748
IT Project Management Services	95,000
Staff Augmentation for Workday	95,000
Microsoft CRM Portal Fixes Phase IV	57,700
NextGen Hosting Annual Service Fee	112,356
NeoGov High Line Annual Software	59,938
Annual Subscription for PaymentWorks	52,920
Annual Renewal of 911 System Support	52,899
Utility Systems for CIS Implementation	26,672
Microsoft Office 365 Hybrid Migration	268,425
PO's Under \$25,000	236,279

Sub-Total Information Technology Fund

\$1,151,354

Information Technology Replacement Fund

Computer Replacements	\$269,654
Networking Equipment Replacements	273,016
Dell Servers and Storage	85,000

PO's Under \$25,000	405,765
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Sub-Total Information Technology Replacement Fund	\$675,419
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Infrastructure Repair & Replacement Fund

Paving Services	\$2,003,114
Replacement Vehicles	46,808
PO's Under \$25,000	9,569

Sub-Total Infrastructure Repair & Replacement Fund	\$2,059,491
---------------------------------------------------------------	--------------------

Stormwater Management Fund

Meadowcreek Park Drainage Improvements	\$34,615
Engineering Services for Drainage	47,445
Glenbrook Water and Sewer Replacement	48,496
PO's Under \$25,000	39,528

Sub-Total Stormwater Management Fund	\$170,084
---------------------------------------------	------------------

Wastewater Utility Fund

New Jet Truck	\$243,110
SCADA Masterplan Services	282,268
Meter Implementation Evaluation Services	78,880
Engineering Services for WW Treatment Plants	32,291
GCMS System	95,602
Aeration System	28,484
PO's Under \$25,000	166,006

Sub-Total Wastewater Utility Fund	\$926,641
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Water Utility Fund

SCADA Masterplan Services	\$199,945
New Excavator	220,755
New Trailers	44,417
PO's Under \$25,000	41,537

Sub-Total Water Utility Fund	\$506,654
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All Other Funds

PO's Under \$25,000	\$194,794
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<u>TOTAL OUTSTANDING PO's</u>	<u>\$17,416,911</u>
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ATTACHMENT B

Proposed Budget Amendment No. 2 FY 2022-23 Operating Budget

	BA #1	BA #1 PO Rollover	Total Budget Amendments
REVENUES AND EXPENDITURES			
Sources of Funds:			
Public Safety Grant Fund - Grant Revenue	\$200,000	\$0	\$200,000
Narcotic Seizure Fund - Revenue	20,000	0	20,000
Transfer to IT Project Fund from Various	3,000,000	0	3,000,000
Transfer to Customer Service from Water Utility Fund	45,000	0	45,000
Transfer to Customer Service from Electric Utility Fund	45,000	0	45,000
Fund Balance - Prior Year	12,146,324	17,416,911	29,563,235
Total Funds Provided	<u>\$15,456,324</u>	<u>\$17,416,911</u>	<u>\$32,873,235</u>
Use of Funds - Expenditures:			
General Fund (See Detail in Notes)	\$2,177,855	\$2,815,395	\$4,993,250
Electric Utility Fund	0	1,847,604	1,847,604
Water Utility Fund	0	506,654	506,654
Wastewater Utility Fund	212,000	926,641	1,138,641
Infrastructure Repair & Replacement Fund	0	2,059,491	2,059,491
Sanitation Fund	0	25,054	25,054
Stormwater Management Fund	770,000	170,084	940,084
Firewheel Fund	500,000	2,994	502,994
Recreation Performance Fund	65,000	22,640	87,640
Heliport Fund	0	20,000	20,000
Hotel/Motel Tax Fund	0	146,332	146,332
SafeLight Fund	0	32,274	32,274
Economic Development Fund	191,193	316,690	507,883
TIF #1 Fund	543,844	48,026	591,870
Group Health Insurance Fund	0	14,964	14,964
Narcotic Seizure Fund	20,000	20,336	40,336
Public Safety Grant Fund	200,000	0	200,000
Equipment Replacement Fund	0	6,227,691	6,227,691
Customer Service Fund	334,101	6,887	340,988
Facilities Management Fund	0	378,761	378,761
Information Technology Fund	0	1,151,354	1,151,354
IT Project Fund	9,702,431	675,419	10,377,850
IT Replacement Fund	739,900	0	739,900
Warehouse Fund	0	1,619	1,619
Total Expenditures	<u>\$15,456,324</u>	<u>\$17,416,911</u>	<u>\$32,873,235</u>

ATTACHMENT B

Proposed Budget Amendment No. 2 FY 2022-23 Operating Budget

	<u>BA #1</u>	<u>BA #1 PO Rollover</u>	<u>Total Budget Amendments</u>
REVENUES AND EXPENDITURES			
<u>Notes:</u>			
General Fund -			
Animal Services	\$128,500	\$0	\$128,500
City Administration	0	2,706	2,706
City Attorney	0	66,445	66,445
Emergency Management	225,000	18,179	243,179
Finance	0	9,587	9,587
Fire	0	65,189	65,189
Health	0	351	351
Human Resources	0	94,068	94,068
Landfill	60,000	80,990	140,990
Library	0	24,250	24,250
Neighborhood Vitality	109,573	0	109,573
Parks, Recreation & Cultural Arts	809,550	780,706	1,590,256
Planning & Development	0	55,660	55,660
Police	0	1,208,606	1,208,606
Transportation	0	241,529	241,529
Non-Departmental	845,232	167,129	1,012,361
Sub-Total General Fund	<u>\$2,177,855</u>	<u>\$2,815,395</u>	<u>\$4,993,250</u>



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Work Session Agenda

3. b.

Meeting Date: February 20, 2023

Item Title: City Council Committees - Pending Items List

Summary of Request/Problem

The Pending Items List for the Council Committees is being provided for Council's review. Committees that did not submit reports have no pending items.

- Audit Committee - No items pending Committee discussion
- Administrative Services - Pending Items list attached
- Community Services - Pending Items list attached
- Development Services - Pending Items list attached
- Public Safety - No Items pending Committee discussion
- Transportation Infrastructure & Mobility Committee - No items pending Committee discussion

Recommendation/Action Requested and Justification

Information only.

Attachments

Administrative Services

Community Services

Development Services

**Administrative Services Committee
Pending Items List**

Updated: 02/14/23

Robert J. Smith – District 8, Chairman
Deborah Morris – District 2
Dylan Hedrick – District 7
Brian England, City Attorney
Phillip Urrutia, Assistant City Manager, Staff Liaison
Rene Dowl, City Secretary, Recording Secretary

Item	Assigned by Council	Current Status	Anticipated Date for Presentation to Council
1. Garland Foundation for Development	Councilwoman Morris - 09/14/20	City Attorney presentation at 1/21/21 meeting with follow-up discussion scheduled for 3/11/21 meeting.	April 19, 2021 Work Session
2. Donation Handling	Councilman Bookhout - 10/12/20	Initial discussion at 1/21/21 meeting. CM recommendations to be presented to ASC at 3/11/21 meeting	April 19, 2021 Work Session
3. Council Policy Review (reviewed every Jan. by policy)	Annual Review	Initial discussion at 1/21/21 meeting. Follow up discussion scheduled for 3/11/21 meeting. Discussion: 6/30/22, 8/16/22 and 9/20/22	Oct. 10, 2022 Dec. 5, 2022 Work Session Adopted 12/13/2022 Regular Session
4. Senior / Homestead Exemption Rates (reviewed every day by policy)	Annual Review	Initial discussion on 1/21/21. Follow-up discussion scheduled for 3/11/21.	April 19, 2021 Work Session
5. Reporting on items pending in Committee	Councilman Aubin – 11/30/2020	Initial Discussion on 1/21/21. Based on ASC recommendations, staff to present draft at 3/11/21.	April 19, 2021 Work Session
6. City Council Ethics Ordinance	Councilman Aubin - 2/2/20	Initial discussion on 3/11/21, 7/15/21, 10/28/21, 12/2/21,	May 17, 2021 and July 18, 2022 Dec. 12, 2022 Work Session
7. Community Special Events Policy	Councilman Moore 10/2021	Initial Discussion 6/30/22	Pending

8. Non-Profit Access to Purchase Equipment	Councilman Smith 10/2021	Initial Discussion 6/30/22 Discussion 12/13/23	Pending
9. Review rules and provide recommendations for changes to the roles/responsibilities of the Animal Services Advisory Committee	Councilman Smith 11/2022	Initial Discission 12/13/23, ordinance is being drafted	Pending
10. Predatory Pet Loan Ordinance	Councilwoman Morris		Pending

Community Services Committee Pending Items List

Deborah Morris, Chair
Ed Moore
Margaret Lucht

Kevin Slay, Staff Liaison
Mikayla Ray, Secretary

Total Number of Items Assigned: 3

Number brought forward to Council for Discussion/Action: 4

As of January 17, 2023 the Development Services Committee has 3 assigned item listed below.

Item	Assigned by Council	Discussed by Committee	Reported to Council
Future policy direction for community parks	2-17-20	8-24-20, 11-10-20, 8-3-21, 10-11-21	11-15-21
Review of Spring 2020 Neighborhood Vitality Matching Grant Applications		8-24-20, 11-10-20, 3-9-21, 6-8-21	12-15-2020
Review of Fall 2020 Neighborhood Vitality Matching Grant applications		11-10-20, 3-9-21	12-15-2020
Review Neighborhood Vitality Grant Landscaping Policy	4-5-21	6-8-21	8-2-2021
Review of Spring 2021 Neighborhood Vitality Matching Grant Applications		6-8-21	7-19-21
Discuss Public Tracking and Identification of EWS Brush Trucks	4-19-21	12-7-21	2-14-22
Discuss Public Tracking and Identification of EWS Brush Trucks	4-19-21	12-7-21	2-14-22
Review Home Occupation Ordinance concerning transient worker parking in neighborhoods	6-21-21, 9-13-21	8-3-21	9-13-21
Regulating Food Trucks and Trailers	8-2-21	10-11-21, 11-9-21, 12-7-21, 2-1-22, 3-1-22, 4-5-22, 6-7-22	2-14-22, 6-20-22

Item	Assigned by Council	Discussed by Committee	Reported to Council
Review Fall 2021 Neighborhood Vitality Matching Grant Applications		11-9-21	12-6-21
Speed Humps, Sidewalks and Traffic Calming Programs and Funding	10-29-21	11-9-21, 12-7-21, 2-1-22, 4-5-22, 6-7-22, 8-2-22, 10-11-22, 2-7-23	12-5-22
Review Park Fee Structure for Senior Citizens	12-13-21	2-1-22	4-5-22
Review Chapter 25, Parks and Recreation Code of Ordinance pertaining to Dog Parks, Parking Hours, Parking, and General Park Rules	12-13-21	2-1-22, 3-1-22, 6-7-22, 7-12-22	8-15-22
Discounted Food Service Health Permit Renewals Based on Health Inspection Score History	3-14-22	4-5-22, 6-7-22	6-20-22
Short Term Rentals	5-27-22	7-12-22, 8-2-22, 10-11-22	12-5-22
Review Spring 2022 Neighborhood Matching Grant Applications		6-7-22	8-2-22
Review Fall 2022 Neighborhood Matching Grant Applications		12-6-22	1-17-23
Discuss Potential Changes to Health Inspection Rules at Retail Pet Stores	11-14-22	12-6-22, 1-10-23, 2-7-23	
Discuss Potential Changes to Multifamily Property A/C Requirements	11-14-22	12-6-22, 1-10-23, 2-7-23	

Development Services Committee Pending Items List

Dylan Hedrick, Chair
Jeff Bass
Deborah Morris

Andy Hess, Staff Liaison
Courtney Vanover, Secretary

Total Number of Items Assigned: 1

Number brought forward to Council for Discussion/Action: 0

As of February 20, 2023 the Development Services Committee has 1 assigned item listed below.

Item	Assigned by Council	Discussed by Committee	Reported to Council
Downtown Automotive Overlay District Review	June 20, 2022	August 15, 2022 October 17, 2022 November 15, 2022 January 17, 2023 – Executive Session February 20, 2023 – Executive Session	



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. a.

Meeting Date: February 20, 2023

Item Title: North Garland Library Facade and Site Improvement Partnership

Submitted By: Scott Bollinger, Neighborhood Resource Manager

Summary of Request/Problem

Presentation of the concept plan and partnership agreement for facade and corridor improvements to the shopping center located at 3845 North Garland Avenue. The design includes improvements to the signage, facade, landscaping, pedestrian access and others to improve the North Garland Library and the privately owned commercial property's appearance and patron experience.

Recommendation/Action Requested and Justification

Approval of the proposed financial arrangement between the City of Garland and the co-owner of the retail center.

Attachments

North Garland Library Façade and Site Improvement Partnership Presentation
Cost Participation Agreement



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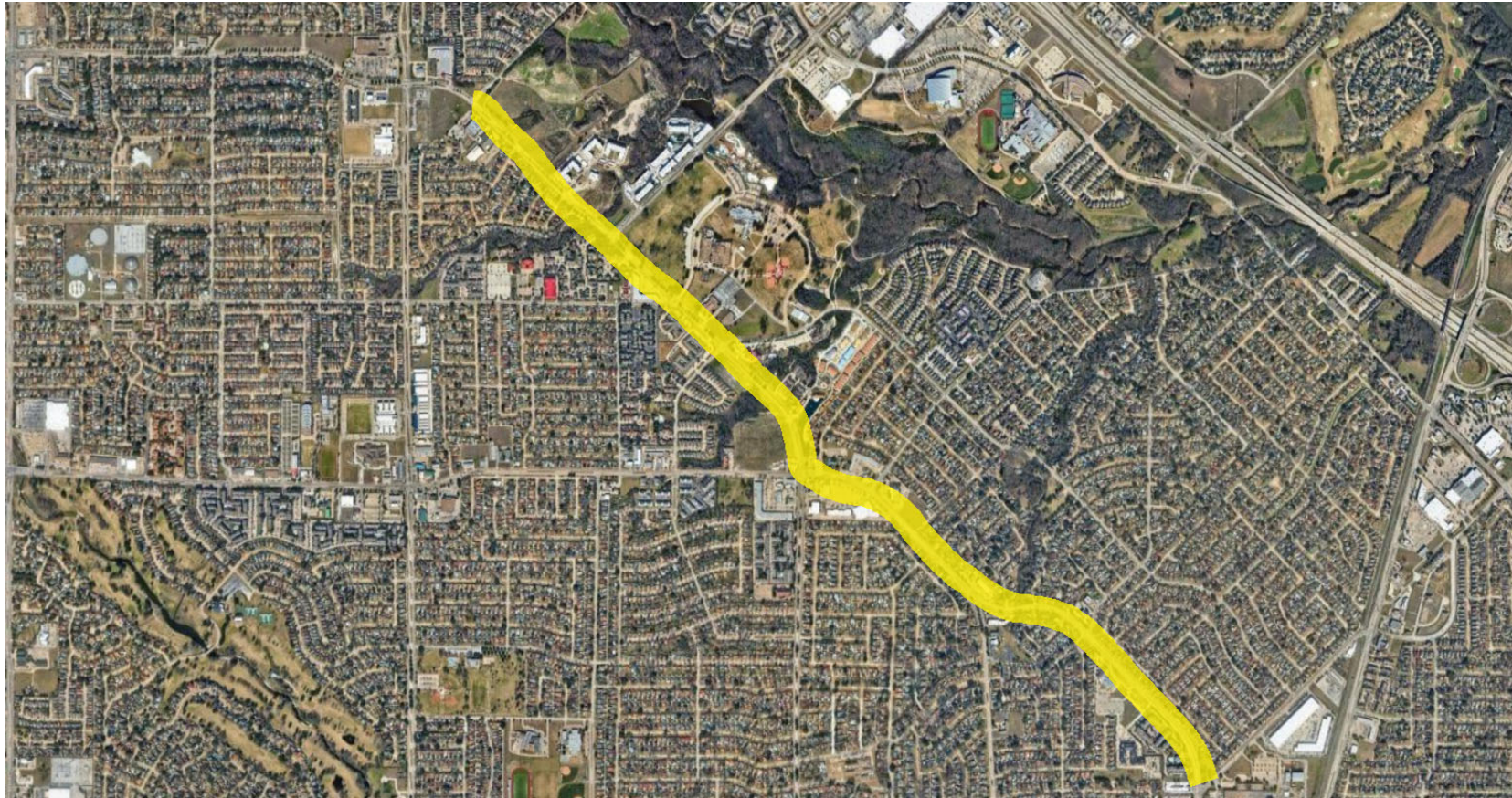
North Garland Library Façade and Site Improvement Partnership

February 20, 2023 City Council Work Session



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North Garland Avenue Corridor Background





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Elements

- Coomer Creek Entryway
 - North Garland Avenue Bridge
 - Pedestrian and ROW Enhancements
 - North Garland Library Façade and Signage
-
- Approved by City Council as a Neighborhood Vitality “staff-initiated project”



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Coomer Creek Entryway

- Conversations with residents of Coomer Creek (mostly Ana-Maria)
- Lack of space / visibility / utility line issues
- Monument sign installed at Belt Line and Idlewood





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North Garland Avenue Bridge

Replaced bridge at (approx.) 3330 N. Garland Ave.

- Lueder stone
- Unique, artistic railing
- New sidewalk
- New pedestrian lighting



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North Garland Avenue Bridge





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North Garland Avenue Bridge





3845 N. Garland Avenue North Garland Library Shopping Center

- Procured DSGN (architecture firm) in summer 2022 to create concept drawing, schematics drawings, produce bid sets, and construction administration
- DSGN is 90% completed on the construction documents - will go out for bid in Q1 2023
- Brief Council on the use of Economic Development funds for a Partnership Agreement with co-owner, Parth Real Estate
- Multi-department effort (Library, Economic Development, Neighborhood Vitality, Facilities), with financial contribution from the retail center co-owner, Parth Real Estate.



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Current Conditions



Image capture: Dec 2022 © 2023 Google United States Terms Privacy Report a problem



Proposed Site Plan - Base



Bird's Eye View - Base
26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Mecklessel, FAIA.





Library from Street - Base

26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Mecklessel, FAIA.





Aerial View of Library - Base
26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Meckessel, FAIA.





View from N. Garland Ave - Base
26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Mecklessel, FAIA.





Aerial from South Corner - Base

26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Mecklessel, FAIA.



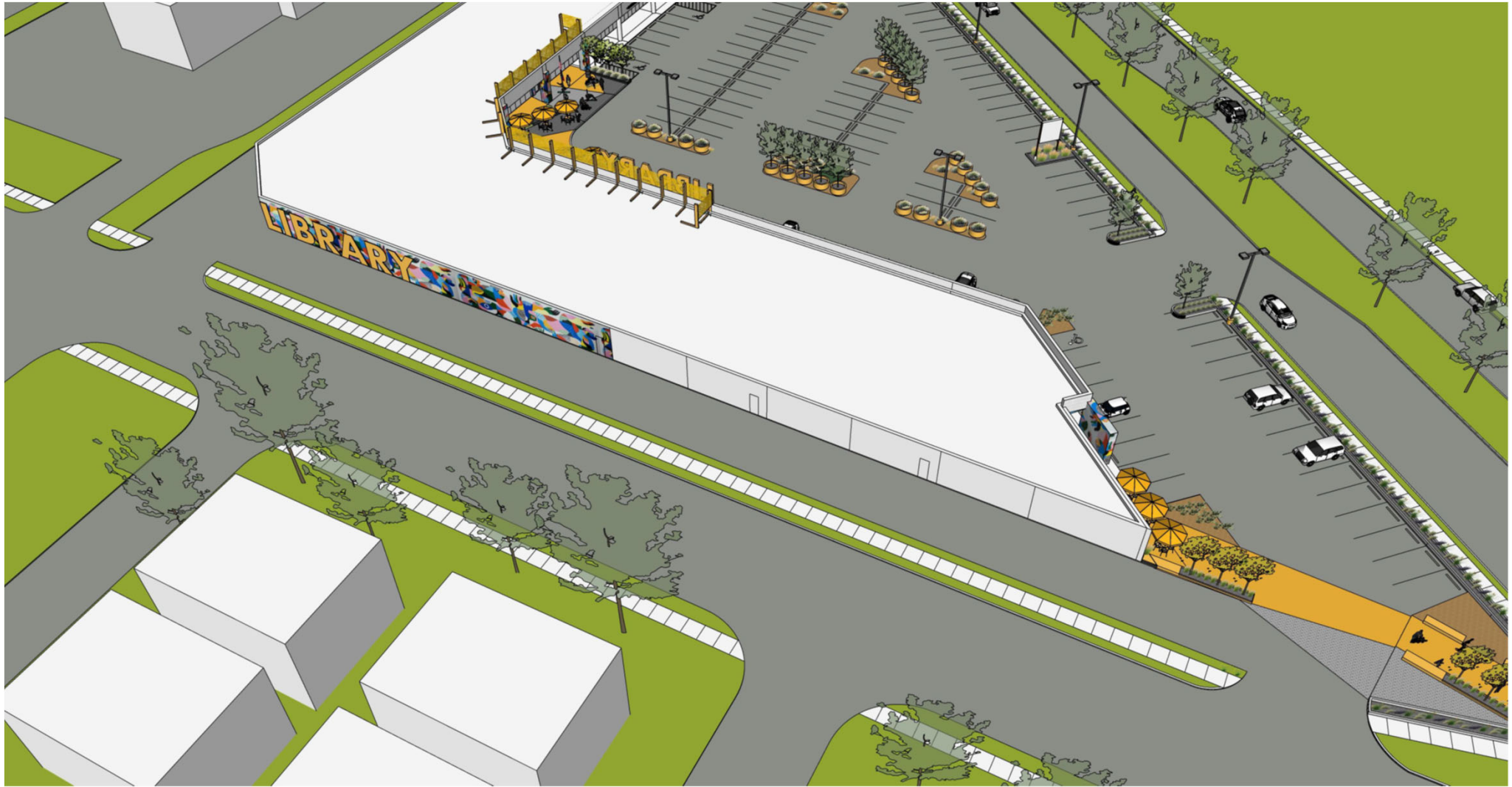


View from Street - Base
26 July 2022

Not for regulatory approval,
permitting, or construction.
Issued under the authority of
Robert L. Meckessel, FAIA.









Construction Estimates

Base Scope	
Base Scope of Work (scope, plus contingency and escalation)	\$302,181
City of Garland Share	\$170,968
Parth Real Estate Share	\$131,213
Enhancement Options for City of Garland	\$211,000
Enhancement Options for Parth Real Estate	\$156,046
Total City of Garland	\$381,968
Total Parth Real Estate	\$287,259

- Bid documents will include “add alternates” to help determine final scope
- Cost estimate does not include exterior security system requested by Parth Real Estate



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Façade Improvement Program

- Launched in Q1 2022 as a pilot year
- Goals
 - ▶ Invigorate non-residential building stock
 - ▶ Partner with property owners who are interested in reinvesting
 - ▶ Promote aesthetic charm and authenticity of Garland
- Scoring system developed based on
 - ▶ Building size, age, vacancy, location
 - ▶ Project investment, quality, and scope of work
- Projects: 9 Prospects & 4 Applicants



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Façade Improvement Program

- Collaboration with multi-departmental Façade Committee
 - ▶ Building Inspection
 - ▶ Code Compliance
 - ▶ Facilities
 - ▶ Planning
- Moving Forward → Strategize for 2023
 - ▶ Analyze application strengths and weaknesses, feedback from prospects
 - ▶ Discuss program goals with committee
 - ▶ Determine target properties
- Ready for Council Approval → **Garland Branch Library Shopping Center**



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Retail Shopping Center

3845 N Garland Ave.





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Retail Shopping Center

3845 N Garland Ave.





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Retail Shopping Center

3845 N Garland Ave.





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Project



- City shares property with Parth Real Estate Investment LLC.
 - ▶ Parth RE: 17,314 SF 2.6 AC
 - ▶ City: 18,866 SF 0.4 AC
- 1992 – both parties enter Reciprocal Easement Agreement
- 2018 – MOU signed agreeing on scope of façade and common area improvements



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Status

- **Total project cost estimate:** **\$669,227**
Subject to change after bidding in Q1 2023
 - ▶ City: \$381,968
 - ▶ Property owner: \$287,259
 - ▶ Includes additions of owner-requested security camera and tenant signage improvements
- **The property owner has committed to:** **\$200,000**
 - ▶ Cost Participation Agreement
- **Façade committee recommendation:** **\$87,259+**
 - ▶ Supplement the owner's remaining cost
 - ▶ Up to a maximum of the owner's contribution based on the bid
 - ▶ Staff will come back once the actual bid commitments are confirmed



Partnership Funding Proposal

- Design
 - Funded entirely by the Library Department (\$65,000)
- Construction

Source	Original	Escalation	Total	Scope
Neighborhood Vitality CIP	\$200,000	\$100,000	\$300,000	City share: ROW, Common Areas, Façade, Signage
Library CIP			\$ 82,000	Enhanced Library Building Signage
Economic Development CIP	\$200,000		\$200,000*	Match private investment
Parth Real Estate	\$200,000		\$200,000	Privately owned façade and share of common areas, signage, security
Total			\$782,000	

* Up to \$200,000 match



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Questions?

Thoughts?

COST PARTICIPATION AGREEMENT

This Cost Participation Agreement (“**Agreement**”) is entered into by and between the City of Garland, a Texas home-rule municipality of Dallas County, Texas (the “**City**”), and Parth Real Estate Inv., LLC (“**Owner**”). Owner and the City may be referred to jointly herein as the “**Parties**” and individually as a “**Party**.”

WHEREAS, the Parties are joint Owners in that certain shopping center located on the Northwest corner of the intersection of North Garland Avenue and Apollo Road, Garland, Texas (“**Property**”), which is more particularly described within the Reciprocal Easement Agreement of January 17, 1992, entered into between the City and the predecessor in title to Owner, A&S Properties, Inc., and recorded in the Dallas County Real Property Records in Volume 92015, Page 1499 (“**Reciprocal Easement Agreement**”); and

WHEREAS, the Parties acknowledge and agree that each Party’s respective responsibilities for the maintenance, repair, improvement, or expansion of the Property, except as related to this Project and expressly provided for herein, are controlled by the terms and conditions of the Reciprocal Easement Agreement; and

WHEREAS, the Parties have determined that it is in their mutual interest and benefit to make certain repairs and improvements to the Property. The repairs and improvements contemplated by this Agreement are located within and upon the common area of the Property (“**Common Area Improvements**”) and to the front façade of the building (“**Façade Improvements**”) (collectively, “**Improvements**”); and

WHEREAS, in 2022, the City hired DSGN Associates to design the remodel of the exterior façade of the library, the retail strip, and parking lot, including enhanced library signage, white columns, enhanced landscaping and elevations on Apollo Road, enhanced tenant signs on the primary sign, and additional improvements to the individual tenant signage (the “**Project**”); and

WHEREAS, the proposed design and remodeling work shall be let for bidding as per the state procurement statutes; and

WHEREAS, once a contract for construction is procured, the Parties have agreed to split the cost of the work, with the Owner has agreeing to pay \$200,000, and the City, the remainder; and

WHEREAS, the Parties now desire to proceed with the Project and formalize their respective obligations with one another;

NOW, THEREFORE, in consideration of the mutual covenants and obligations herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Article I. General.

- 1.01 Design. The Project design plans created by the Consultant for improving the property.
- 1.02 Consultant. DSGN Associates, the designers who created the Project's Design.
- 1.03 Effective Date. The earliest date upon which both parties have executed this Agreement.
- 1.04 Improvements. The improvements to the Property, including improvements to both the common areas as well as to the façade.
- 1.05 Project shall mean the scope of work for common area and façade improvements
- 1.06 Property shall mean that strip-shopping center located at 3845 N. Garland Road, Garland, Dallas County, Texas.
- 1.07 Term. The term of this Agreement shall begin upon the execution hereof by both Parties, and shall automatically expire upon complete performance of all obligations and conditions by the Parties as set forth herein.

Article II. City Obligations

2.01 The City shall be the project manager for the Project. As project manager, the City shall be responsible for the following:

- a) Procuring all contracts, goods, and services necessary to complete the Improvements, all in accordance with state law. The City shall have sole control over the hiring, direction, coordination, control, payment, and termination of any entities performing work on the Project.
- b) Allowing Owner reasonable access to Project documents.
- c) Forwarding copies of invoices submitted to the City for work on this Project to Owner for its records.
- d) Obtaining all necessary permits, if any, to commence and complete the Project in accordance with the design documents.

2.02 In addition to the above responsibilities, the City shall appropriate funds necessary to complete the Project, less Owner's share (Two Hundred Thousand Dollars (\$200,000.00)).

Article III. Owner Obligations

3.01 In consideration for the Improvements, Owner shall pay the City Two Hundred Thousand Dollars (\$200,000.00) within thirty (30) days of the Effective Date of this Contract.

3.02 Duty of Cooperation. Owner shall cooperate with and accommodate the City's Contractor in its work on the Project. Owner further agrees to obtain, when necessary, cooperation from its Tenants to allow Contractor to perform the work.

3.03 Non-interference. Owner shall take no actions to direct otherwise interfere with Contractor in its work on the Project.

3.04 Contractor Access. Owner shall allow Contractor access to areas necessary for Contractor's work on the Project.

3.05 Cooperation in obtaining permanent easements. If additional permanent easements are necessary to complete the Project, Owner agrees to cooperate with the City to obtain said easements.

Article IV. Force Majeure

4.01 It is expressly understood and agreed by the parties to this Agreement that if the performance of any obligations hereunder is delayed by reason of war, civil commotion, acts of God, inclement weather, governmental restrictions, regulations, or interferences (but not including delays related to planning and zoning requirements), delays caused by the franchise utilities, fire or other casualty, court injunction, necessary condemnation proceedings, acts of the other party, or other circumstances which are reasonably beyond the control of the party obligated or permitted under the terms of this Agreement to do or perform the same, but not including the actions or inactions of the Developer, regardless of whether any such circumstance is similar to any of those enumerated or noted ("**Force Majeure**"), the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the time period applicable to such obligation shall be extended for a period of time equal to the period such party was delayed.

Article V. Termination

5.01 The City shall have the right to terminate the Project if

- a) sufficient funds are not appropriated for the Project;
- b) the City is unable to secure a contractor through the statutory procurement process;
or
- c) the Contractor is unable to complete the Project within the original budget.

5.02 Right to Refund. In the event this Contract is terminated prior to completion, Owner shall be entitled to a refund of a portion of its payment. The amount of the refund shall be calculated on a pro rata basis. The calculation shall be as follows:

$$\$200,000 - ((X/Y) * 200,000) = \text{Refund Amount}$$

where \$200,000 is the owner's original contribution, "X" is the amount of money spent on the Project through the date of termination, and "Y" is the total contracted price for the Improvements.

Any refund shall be payable within thirty (30) days of termination. In the event the cost of the Improvements exceeds the original contract amount, Owner shall not be entitled to a refund.

Article VI. Indemnification

6.01 Indemnification. TO THE FULLEST EXTENT ALLOWED BY TEXAS LAW, OWNER AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE CITY AND ITS OFFICERS, AGENTS, AND EMPLOYEES AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS, AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE, OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT THAT ARISE OUT OF OR ARE OCCASIONED BY OWNER'S BREACH OF ANY OF THE TERMS OR PROVISIONS OF THIS AGREEMENT, OR BY ANY NEGLIGENT ACT OR OMISSION OF OWNER, ITS OFFICERS, AGENTS, ASSOCIATES, OR EMPLOYEES IN THE PERFORMANCE OF THIS AGREEMENT; EXCEPT THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL NOT APPLY TO ANY LIABILITY RESULTING FROM THE SOLE NEGLIGENCE OF THE CITY OR ITS OFFICERS, AGENTS, EMPLOYEES, OR SEPARATE CONTRACTORS, AND IN THE EVENT OF JOINT AND CONCURRENT NEGLIGENCE OF BOTH OWNER AND THE CITY, RESPONSIBILITY, IF ANY, SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS OR FEDERAL LAW. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

Article VII. Miscellaneous

7.01 Validity of conflicting terms. Any provision of this Agreement is void and unenforceable if it: (1) limits or releases either party from liability that would exist by law in the absence of the provision; (2) creates liability for either party that would not exist by law in the absence of the provision; or (3) waives or limits either party's rights, defenses, remedies, or immunities that would exist by law in the absence of the provision.

7.02 Assignment. Neither Party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

7.03 No Waiver of Immunity or Defense. To the extent, if any, that this Agreement imposes an obligation on City to make a payment or other expenditure of any sort, such payment or expenditure shall be payable solely from current revenues that are immediately available for such purposes, and no debt is or is intended to be created by reason of this Agreement. All obligations of City under this Agreement are payable solely from City's gross revenues and no ad valorem tax revenue or other revenues of City shall in any manner be pledged or be deemed to have been pledged to the payment of any amounts under this Agreement, nor shall any other Party have the right to demand payment of any amounts under this Agreement be paid from funds raised or to be raised from ad valorem taxation. The obligations under this Agreement shall never be construed to be a debt or pecuniary obligation of City of such kind as to require City to levy and collect ad valorem taxes to discharge its obligations and no obligation of City to make a payment or other expenditure under this Agreement shall be payable through funds raised by taxation. City has not created and is not required to create any sort of sinking fund to secure the obligations of payment or other expenditure under this Agreement. To the extent not otherwise covered in this Agreement, City retains its governmental and sovereign immunities and its limitations of liability. The Parties

agree that City is entering into this Agreement in its governmental capacity and the subject and nature of this Agreement are governmental rather than proprietary. In any event, the procedures and limitations of Chapter 271, Texas Local Government Code apply.

7.04 Notices. All notices to be given hereunder by either Party shall be in writing and sent by (a) U.S. certified mail, return receipt requested, or (b) national express delivery service which provides proof of receipt, in either case addressed to the party intended to be notified at the address set forth below. Either party may, at any time notify the other in writing of a substitute address for that set forth below, and thereafter notices shall be directed to such substitute address. Notice given as aforesaid shall be sufficient service thereof and shall be deemed given as of the date received as evidenced by the proof of receipt provided by the U.S. Mail or the express delivery service.

If intended for the City, to:

City of Garland
200 N. 5th Street
Garland, Texas 75040
Attn: City Manager

With a copy to:

City of Garland
200 N. 5th Street
Garland, Texas 75040
Attn: City Attorney

If intended for Owner, to:

Parth Real Estate Inv., LLC
1405 Holyoak Ln
Lucas, TX 75002

7.05 Severability. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable. Provided, however, that if the illegality, invalidity or unenforceability of any term or terms renders the basic purposes of this Contract illegal, invalid or unenforceable or otherwise materially and adversely affects the utility or financial parameters of this Contract, then either Owner or City may, upon written notice to the other, terminate this Contract and the Parties agree to enter into good faith negotiations to replace this Contract with a contract as similar to the terms and conditions of this Contract as may be legally permissible.

7.06 Governing Law; Venue. This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Dallas County, Texas such that exclusive venue for any action arising out of this Agreement shall be in state or federal courts located in Dallas County, Texas.

7.07 Entire Agreement. It is understood and agreed that this Agreement contains the entire agreement between the Parties and supersedes any and all prior agreements, arrangements or understandings between the Parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally and no written modification of this Agreement shall be effective unless executed by both Parties.

7.08 Relationship of Parties; No Third-Party Beneficiaries. Nothing contained in this Agreement shall be deemed or construed by the Parties hereto or by any third party to create the relationship of principal and agent or of partnership, joint venture, or employment, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the Parties hereto shall be deemed to create any relationship between the Parties other than the relationship of independent Parties contracting with each other solely for the purpose of effecting the provisions of this Agreement. Neither Party has the authority to enter into contracts or to assume any obligation for the other, nor to make warranties or representations on behalf of the other except in accordance with the express terms of this Agreement or as otherwise authorized in writing by the other Party. Except for the provisions of this Agreement relating to the indemnification of employees, agents and representatives of City, there are no third-party beneficiaries to this Agreement and no third-party beneficiaries are intended by implication or otherwise.

7.09 Texas Public Information Act. Notwithstanding any other provision of this Agreement, the Parties acknowledge that City is required to comply with the Texas Public Information Act ("TPIA") when responding to records requests made under the TPIA. Pursuant to the requirements of the TPIA, if City receives a request for information which Owner has marked or identified as being confidential, trade secret, commercial, financial or proprietary information, City will respond to the request in accordance with the procedures set forth in the TPIA. Specifically, City will notify Owner of its receipt of the request. The Parties acknowledge that the TPIA requires a brief to be submitted to the Texas Attorney General explaining why the claimed exceptions apply to the information in issue. City shall not be obligated to submit the brief supporting those claimed exceptions. Owner shall be solely responsible for submitting the brief and the documents in issue to the Texas Attorney General. Nothing in this agreement shall require City to institute or participate in any litigation relating to an opens records request for information that Owner considers to be confidential.

7.10 The terms and conditions of this Agreement are binding upon the successors and assigns of the Parties hereto. This Agreement shall not be assigned by Owner without prior City approval, which approval shall not be unreasonably withheld. Notwithstanding the foregoing, written approval of the City shall not be required for an assignment to an Affiliate of Owner. "Affiliate" as used herein, is defined as a parent, sister, partner, joint venture, or subsidiary entity of Owner;

any entity in which Owner is a major shareholder, owns an equity interest, or is a joint venture or partner (whether general or limited).

7.11 This Agreement embodies the complete agreement of the Parties hereto regarding payment of Economic Development Incentive payments pursuant to the Program, and supersedes all oral or written previous and contemporary agreements between the Parties and relating to the Project. This Agreement cannot be modified without a written agreement executed by the Parties.

IN WITNESS WHEREOF, Parties have caused this Agreement to be executed on the dates indicated below:

OWNER:

Owner Real Estate Inv., LLC

By: Rajesh Singh
Name: RAJESH SINGH
Title: Owner / manager
Date: 2/6/23

CITY:

The City of Garland, Texas

By: _____
Name: Judson Rex
Title: City Manager
Date: _____



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. b.

Meeting Date: February 20, 2023

Item Title: Additional Narcotic Seizure Funding Request for FY23

Submitted By: Jeffrey Bryan, Chief of Police

Summary of Request/Problem

The Garland Police Department is requesting to use Narcotic Seizure Funds for the purchase of maintenance and repairs of the Bomb Unit Total Containment Vessel. Per the Texas Code of Criminal Procedure, Article 59.06, budget expenditures must be submitted to the governing body of the municipality.

Recommendation/Action Requested and Justification

Verbal discussion.

Attachments

Seizure Fund Additional Request



Narcotic Seizure Fund

Additional Funding Request and Justification

City Council Work Session

February 20, 2023



GARLAND

Narcotic Seizure Fund

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- **State and Federal Restrictions Apply to Permissible Uses of Narcotics Seizure Funds**
 - ❖ **Department of Justice: Guide to Equitable Sharing of Federally Forfeited Property for State and Local Law Enforcement Agencies**
 - ❖ *“Sharing must be used to increase or supplement the resources of the receiving agency. Shared resources shall not be used to replace or supplant the resources of the recipient.”*
 - ❖ **Texas Code of Criminal Procedure (CCP) – Article 59.06**
 - ❖ *“A governing body of a municipality may not use the existence of an award to offset or decrease total salaries, expenses, and allowances that the agency ... receives from the ... governing body at or after the time the proceeds are awarded.”*

Narcotic Seizure Fund

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➤ Texas Code of Criminal Procedure (CCP) – Article 59.06

- ❖ *“Proceeds awarded under this chapter to a law enforcement agency ... may be spent by the agency ... after a budget for the expenditure of the proceeds has been submitted to the governing body of the municipality.”*
- ❖ *“The budget must be detailed and clearly list and define the categories of expenditures, but may not list details that would endanger the security of the investigation or prosecution.”*

Funding Requests

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One-Time Expenditures \$20,000

Bomb Unit Total Containment Vessel

- Current TCV is approx. 15 years old and requires maintenance and possible repair.
- Large, self-opening/closing containment trailer that the Unit uses to safely contain and transport explosive devices, biochemical devices and/or other hazardous materials.



GARLAND

Narcotic Seizure Fund

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Questions?



GARLAND CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. c.

Meeting Date: February 20, 2023

Item Title: Tinsley-Lyles House Improvements

Submitted By: Phillip Urrutia, Assistant City Manager

Summary of Request/Problem

Consider and discuss future options for the Tinsley-Lyles House located in Downtown Garland.

Recommendation/Action Requested and Justification

Recommendation/Action Requested and Justification

William A. Tinsley built the now known as Tinsley-Lyles House in the late 1800's at Austin and First Street, the house was later purchased by R.H. Lyles in 1902. In the 1970's, Jay Jones purchased the house from the Lyles Family and donated it to the City of Garland. In 1979, the house was relocated to Heritage Park to reside with the Santa Fe Depot and Pullman Coach Car 582 behind City Hall. In March of 2015, the Tinsley-Lyles House was moved to its current location next to Heritage Crossing.

Due to issues with the Tinsley-Lyles House, staff is recommending the structure be demolished. City records show since 2016, the house has been breached five times requiring staff to secure the facility. This is a concern as the house has begun to show signs of safety concerns and the public is not able to enter the facility due to its condition. Staff seeks the City Council's direction for the next steps regarding the Tinsley-Lyles House. Below is a City Staff report from a 2022 inspection:

On-site inspection – 02/07/2022

Regarding the repair of the Lyles House, extensive wood rot and deterioration were noted on all property elevations. Doors appear to be secured but deteriorated, and windows are covered with plywood and painted to appear to be windows, original windows may be removed. It was noted that since originally inspected the cable tie that has been used to secure the front porch to the structure since it was moved to this site has been reinforced with straps, whether this is load bearing or not is unknown. All rim joists are completely rotted, some majority of the board and batten siding is deteriorated to a point that it would require replacement. The presence of lead-based paint is assumed given the structures build date of

approximately 1890. The roof was intact however condition was observed from ground level and metal ridge detail appears to be loose and rusted. There appear to be numerous rodent holes through the exterior siding of the house, and it is unknown if the sub-structure is intact. Concrete beams used to relocate the property to its current location appear intact, but floor joists, rafters, studs and bracing are not visible, nor is it visible how the front and side porches are physically attached to the structure, although decking is visibly deteriorated and may be a hazard. Cost to repair this house would be entirely dependent on how extensive the repairs may be, for example, do windows need to be replaced, would administration find LP Smart-side acceptable for repair materials versus full length pine. Dimensions have been estimated using satellite imaging and approximations to establish cost estimating.

City Staff in preparation for City Council's discussion on the future of the structure, solicited a bid for demolition costs. If the Council chooses this option, the cost for demolition would be \$14,553.32, staff recommends a 15% contingency bringing the total to \$16,736.32. Funding for the demolition work would be recommended from one-time general fund money.

Following the 2022 inspection, City staff also reviewed options for correcting issues within the house, improving mechanical systems and potentially rebuilding a new structure that matches the existing. The renovation and mechanical upgrades are estimated to cost over \$108,000. The construction of a new facility is estimated at \$265,100. Funding has not been identified for this work due to cost.

Attachments

Lyles House Summary

Central Library House Demolition - Proposal

Lyles House Improvements

Observation:

On-site inspection – 02/07/2022:

Regarding the repair of the Lyles House, extensive wood rot and deterioration were noted on all property elevations. Doors appear to be secured but deteriorated, and windows are covered with plywood and painted to appear to be windows, original windows may be removed. It was noted that since originally inspected the cable tie that has been used to secure the front porch to the structure since it was moved to this site has been reinforced with straps, whether this is load bearing or not is unknown. All rim joists are completely rotted, some majority of the board and batten siding is deteriorated to a point that it would require replacement. The presence of lead based paint is assumed given the structures build date of approximately 1890. The roof was intact however condition was observed from ground level and metal ridge detail appears to be loose and rusted. There appear to be numerous rodent holes through the exterior siding of the home, and it is unknown if the sub-structure is intact. Concrete beams used to relocate the property to its current location appear intact but floor joists, rafters, studs and bracing are not visible, nor is it visible how the front and side porches are physically attached to the structure, although decking is visibly deteriorated and may be a hazard. Cost to repair this home would be entirely dependent on how extensive the repairs may be, for example, do windows need to be replaced, would administration find LP Smart-side acceptable for repair materials versus full length pine. Dimensions have been estimated using satellite imaging and approximations to establish cost estimating. Prior to any work, it is recommended that a structural engineer examine the home, for demolition purposes, it is assumed this home would be considered a City Facility.

OPTION 1a: EXTERIOR REPAIR ONLY – NO STRUCTURAL REPAIRS OR INTERIOR IMPROVEMENTS

Repair or Report	Notes	Estimated Cost
Engineers Report	Prior to work to verify condition	\$500-\$700
Exterminator	Rodent holes present on inspection	\$750 - \$1000
Window Replacement	Irregular Size, and rotted – 18 Windows noted @ \$1,000 - \$1,250 / window	\$18,000 - \$22,500
Siding Replacement	LP Smart-side - smooth or cedar finish in board and batten style to replace original - \$9.50 - \$14.50 / sf and approximately 2050 SF	\$19,475 - \$29,725
Exterior Doors	7 exterior doors, do not appear original, replace with steel doors, pre-hung and trimmed	\$3,500 - \$4,000
Exterior Paint	Based on replaced siding and 2050sf @ \$2.80 - \$3.85/sf	\$5,740.00 - \$7,923.00
Decking Replacement	Deck board replacement ranges from \$10-\$40/sf estimated 430 sf of decking	\$4,300.00 - \$17,200.00
	TOTAL RANGE	\$52,265.00 - \$83,048.00
	MEDIAN PRICE	\$67,656.00
	ESTIMATED G.C. MARK UP OF 25%	\$84,570

OPTION 1b: ADDITION OF ELECTRICAL WIRING AND MECHANICAL VENTILATION FOR STORAGE

Repair or Report	Notes	Estimated Cost
Electrical Wiring	Run new service, install panel and weather head, exterior lighting, minimal interior lighting, and homeruns for ductless mini-split systems	\$8,000.00 - \$12,000.00
Mechanical System	Ductless Mini-split system – 3 zones / units Add \$750 for condenser cage	\$3,200.00 – \$10,500.00
Attic Insulation	Unknown existence, R-38 to R-42 blown in insulation on estimated 1327 sf	\$1,460.00 - \$2,455.00
	TOTAL RANGE	\$12,660.00 - \$24,955.00
	MEDIAN PRICE	\$18,807.50
	ESTIMATED G.C. MARK UP OF 25%	\$23,510

OPTION 2: DEMOLITION OF THE STRUCTURE

This property is located on a City Facility, and would not fall into the “residential use” category for demolition. Razing this property would require submission of the approved forms to the Texas Department of State Health Services with 10-day warning, as well as a full asbestos survey and report prior to demolition. Because I cannot access the interior of the structure I cannot make a determination, a rough estimate for abatement, testing and demolition would range between \$20,000.00 - \$40,000.00 dependent upon abatement requirements.

OPTION 3: NEW BUILD TO MATCH EXISTING - POST DEMOLITION

Assuming this could be built to meet residential codes rather than commercial, we can use previous examples that have been completed and adjust for labor and material increases. If this is required to be designed to commercial standards, a significant increase need to be reflected in the price. In 2019-2020 the property at 810 W Ave. F was designed and built to reflect a similar historic home. This option does however give you fully usable space for storage, or as a separate historic museum near the Depot District.

Repair or Report	Notes	Estimated Cost
Plans, Engineering, Soils Report		\$6,500.00 - \$10,000.00
Developer Budget	Based on 1327 sf, at \$150 - \$185 / sf – price does not include demolition.	\$199,050.00 – \$245,495.00
	TOTAL RANGE	\$205,550.00 - \$255,495.00
	MEDIAN PRICE	\$230,522.00
	DEVELOOPER OH&P – 15%	\$265,100.00



210 South Walnut Creek Drive • Mansfield, Texas 76063 • Phone: (817) 477-9995 • Fax: (817) 477-9996

Asbestos Abatement Lead Remediation Mold Remediation Interior Demolition Structural Demolition Site Clearing

January 10, 2023

Sent via email
gholliday@garlandtx.gov
Proposal # 230012

Ms. Ginny Holliday
Director of Facilities Management
City of Garland
200 North Fifth Street
Garland, Texas 75040
Telephone (972) 205-4080

**Re: Demolition of the “1890’s House” on the Central Library Property located at
625 Austin Street in Garland, Texas 75040**

Ms. Holliday,

Intercon Environmental, Inc. respectfully submits our proposal for the above referenced property.

This proposal utilizes the following pricing:

**TIPS (The Interlocal Purchasing System)
Intercon Environmental, Inc. Vendor Agreement # RCSP 211001
Job Order Contracting**

This vendor agreement pricing is based on the RS Means Unit Price Book and a discount coefficient.

All purchase orders for services under this pricing must be placed through the TIPS system and reference our vendor agreement number listed above at tipspo@tips-usa.com.

INCLUDE THIS PROPOSAL AND THE ATTACHED WORKSHEET ALONG WITH YOUR PURCHASE ORDER

Scope of Work Demolition:

Verify all utilities serving the structure have been physically disconnected by others prior to demolition.

Filing of the demolition notification with the Texas Department of State Health Services.

Obtain a demolition permit from the City of Garland.

Removal and disposal of the house and associated foundation.

Site grading of disturbed area (includes the import and placement of up to 40 cubic yards of common fill) to achieve positive drainage and prevent ponding of water.

Install erosion control (silt fence) as necessary (final site stabilization is to be by others).

Demolition Price \$14,553.32

Estimated Project Duration: Two (2) Working Days.

Texas Department of State Health Services Licenses:
Asbestos Abatement Contractor #800805, Asbestos Transporter #400336, Mold Remediation Company #RCO0136
Certified Lead Firm #2110368, US EPA Certification: Lead Safe Certified Firm #NAT-61742
Woman-Owned SBE/DBE/WBE, HUB



This price includes all labor, equipment, materials, and disposal necessary to complete this work in accordance with all local, state, and federal regulations.

The following insurance coverages are provided:

General and Pollution Liability	\$1,000,000 - \$2,000,000
Workers Compensation and Employers' Liability	\$1,000,000
Automotive Liability includes Hired and Unowned	\$1,000,000
Umbrella Liability	\$5,000,000

Additional insurance is available at additional cost.

(See attached Certificate of Insurance)

Owner's Responsibilities:

Physical disconnection of all utilities serving the structure prior to demolition.

Final site stabilization / turf establishment.

Provide a copy of a comprehensive asbestos survey to Intercon Environmental, Inc. validating there is no asbestos present in the structure.

The Texas Department of State Health Services notification fees.

P&P Bonds, if required, are an additional 2%.

Thank you for your consideration. If you have any questions, please feel free to give me a call.

Submitted By:

Keith Flowers

Project Manager

Intercon Environmental, Inc.

(817) 507-9406 Cell

(817) 477-9995 Office

Any documents related to this proposal, including, but not limited to, awards, notice-to-proceeds, work orders, purchase orders, contracts, and/or any time sensitive notices should be sent to:

Purchasing@intercon-environmental.com