



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, March 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. Youth Programs Standards of Care

Written staff presentation, options, and recommendation regarding the Youth Programs Standard of Care for consideration of an Ordinance to meet the requirements of Texas Human Resources Code 42.041. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 regular meeting.

b. 2022-23 Budget Amendment No. 2

Written staff presentation and recommendation regarding 2022-23 Budget Amendment No. 2 regarding funding for GP&L to cover additional maintenance and repair costs on the Olinger and Spencer Power Plants. Unless otherwise directed by Council, an ordinance amending the FY 2022-23 Adopted Budget will be included on the April 4, 2023 Regular Meeting.

c. Purdue Drive Parking Restrictions

Written staff presentation and recommendation regarding Purdue Drive Parking Restrictions between Walnut Street and Pineridge Drive. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 Regular Meeting.

d. Interlocal Agreement for the Internet Crimes Against Children Grant Project

Staff recommends that Council approve by resolution the City Manager to execute an Interlocal Agreement between the City of Dallas and the City of Garland for the Internet Crimes Against Children (ICAC) Grant Program. Unless otherwise directed by Council, this item is scheduled for formal consideration at the March 21, 2023, Regular Meeting.

4. Verbal Briefings:

a. Dallas College Update

Council will be briefed on Dallas College's efforts regarding the educational curriculum, and activities within the City of Garland.

b. Valoris Health Park Garland - Landscape Master Plan

Hear a presentation and receive Council feedback regarding Landscape Master Plan for Valoris Health Park Garland at Shiloh Road and Walnut Street. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 regular meeting.

c. Economic Development Strategic Plan - Draft Final Report

Hear a presentation and receive Council feedback regarding the Draft Final Report to be adopted as the Economic Development Strategic Plan prior to adoption. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 regular meeting.

d. Veteran's Tribute Garden Location

Hear a presentation and receive Council feedback regarding location options for the Veteran's Tribute Garden previously installed at the Garland Senior Activity Center, as requested by Mayor Pro Tem Morris and seconded by Deputy Mayor Pro Tem Smith.

e. Community Services Committee Report

Community Services Committee Chair Mayor Pro Tem Morris will report on Traffic Calming and Speed Hump Funding Options.

f. Public Safety Committee Report

Public Safety Committee Chair Council member Vera and Fire Chief Mark Lee will discuss Fire Inspection fees.

g. Adoption of the Proposed HOME American Rescue Cost Allocation Plan

Hear a presentation and receive Council feedback regarding the adoption of the proposed HOME American Rescue Act Cost Allocation Plan. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 regular meeting.

h. Historically Underutilized Business (HUB) Procurement Report

Hear a presentation from the Procurement Department regarding Historically Underutilized Business (HUB) as requested by Council member Williams and seconded by Council member Lucht.

5. Discuss Appointments to Boards and Commissions

a. Council Member Dylan Hedrick

- Tony N. Bui - Tax Increment Finance #1 Downtown Board

6. 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.

7. 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:

The City Council will adjourn into executive session pursuant to Sections 551.072 and 551.087 of the Texas Government Code to deliberate or discuss:

1. The purchase, exchange, lease, or value of real property located within the City in the vicinity of East Kingsley Road and East Centerville Road (551.072), and economic development matters related to commercial or financial information that the City has received from one or more business prospects 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 (551.087).
 2. The purchase, exchange, lease, or value of real property located within the City in the vicinity of South 1st Street and West Avenue D (551.072), and economic development matters related to commercial or financial information that the City has received from one or more business prospects 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 (551.087).
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8. Adjourn



GARLAND POLICY REPORT

City Council Work Session Agenda

3. a.

Meeting Date: March 20, 2023
Item Title: Youth Programs Standards of Care
Submitted By: D'Lee Williams, Recreation Director
Strategic Focus Areas: Customer-Focused City Services

ISSUE

Council is requested to consider adopting an ordinance after public comments for the Youth Program Standards of Care to meet the requirements of Texas Human Resources Code 42.041.

OPTIONS

1. Adopt an ordinance with public comments for the Youth Programs Standards of Care
2. Do not adopt an ordinance with public comments for the Youth Programs Standards of Care

RECOMMENDATION

Option 1: Adopt an ordinance with public comments for the Youth Programs Standards of Care. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 regular meeting.

BACKGROUND

Texas Human Resources Code, Section 42.041(b)(14) establishes requirements to exempt recreational programs for children operated by municipalities from state child care licensing. In order to receive exempt status for elementary age (ages 5-13) and teen recreation programs, a municipality must adopt a youth programs standards of care ordinance after a public hearing, then submit a copy of the standards, a notice of the public hearing for the program and a copy of the program and ordinance adopting the standards to the state.

Parks, Recreation and Cultural Arts Department staff have formulated standards of care for youth programs that includes staffing ratios, minimum staff qualifications, minimum facilities, health and safety standards, and a mechanism for monitoring and enforcing the local standards; and further provides for notifying parents that the program is not licensed by the state and that the program may not be advertised as a daycare facility. Item 9 D was added to this year's standards of care. Item 9D states, "Leaders are not allowed to post pictures or videos of campers on any personal social media platforms."

The Parks and Recreation Board reviewed and approved the Youth Program Standards of Care at their March 1, 2023 meeting.

CONSIDERATION

If adopted, the ordinance for the Youth Programs Standards of Care will comply with the state code for children's recreational programs.

Attachments

Youth Programs Standards of Care



City of Garland

Youth Program Standards of Care

The following Youth Program Standards of Care (“Standards of Care”) allow for exemption from state licensing by the City of Garland, Texas pursuant to Texas Human Resources Code §42.041(b)(14). The Standards of Care are intended to be minimum standards by which the City of Garland Parks, Recreation and Cultural Arts Department will operate the City's Youth Programs. The programs operated by the City are recreational in nature and are not day care programs.

GENERAL ADMINISTRATION

1) Organization

- A. The governing body of the Programs is the City Council.
- B. Implementation of the Standards of Care is the responsibility of the Director and Department employees.
- C. These Standards of Care apply to all Programs.
- D. Each Garland recreation center will have available for public review a current copy of the Standards of Care.
- E. Parents will be provided access to a current copy of the Standards of Care through the City’s web site.
- F. Criminal background checks will be conducted on prospective Program employees ages 18 and older. If results of that criminal check indicate that an applicant has been convicted of any of the following offenses, he or she will not be considered for employment:
 - (1) a felony or a misdemeanor classified as an offense against a person or family;
 - (2) a felony or misdemeanor classified as public indecency;
 - (3) a felony or misdemeanor violation of any law intended to control the possession or distribution of any controlled substance;
 - (4) any offense involving moral turpitude; or
 - (5) any offense that would potentially put youth participants or the City at risk.

2) Definitions

As used in these Standards of Care, the following words and phrases shall have the following meanings unless the context clearly indicates a different meaning:

- A. *City*: City of Garland, a Texas home rule municipality located in Dallas County, Texas.
- B. *City Council*: City Council of the City of Garland.
- C. *Department*: City’s Parks, Recreation and Cultural Arts Department.
- D. *Director*: The Recreation Director of the Department or their designee.
- E. *Employee(s)*: Term used to describe people who have been hired to work for the City and have been assigned responsibility for managing, administering, or implementing some portions of the

Programs.

F. *Parent(s)*: This term will be used to represent one or both parent(s) or adults who have legal custody and authority to enroll their child(ren) in Programs.

G. *Participant*: A youth whose parent(s) have completed all required registration procedures and determined to be eligible for a Program.

H. *Program* or *Youth Program*: City recreation programs consisting of the Standing Tall and Reaching for Success (STARS) Camp, the Duck Creek Adventure Camp, Fields Summer Camp and such other recreation programs operated from time to time by the Department where the participants are Youth.

I. *Program Leader* or *Leader*: A Department part-time employee who has been assigned responsibility to implement the Programs.

J. *Program Manual*: Notebook of policies, procedures, required forms, and organizational and programming information relevant to Programs.

K. *Program Site*: The recreation center where program is located.

L. *Program Supervisor* or *Supervisor*: The Department's full-time Recreation Specialist who has been assigned administrative responsibility for one or more of the Programs.

M. *Recreation Center*: One of six facilities operated by the City of Garland.

N. *Youth*: A child who is at least five (5) years of age but not older than thirteen (13) years of age.

O. *Recreation Manager*: The Recreation Manager of the Department or their designee.

3) Inspections/Monitoring/Enforcement

A. The Director or Recreation Manager will make visual inspections of the Program based on the following schedule:

(1) The STARS, Duck Creek Adventure, and Fields Summer camps will be inspected twice during its summer schedule.

(2) Programs scheduled during winter break and spring break will be inspected once.

(3) The inspection schedule of other Programs shall be determined when established and will be based on the duration of the Program.

B. Complaints regarding enforcement of the Standards of Care will be directed to the Supervisor. The Supervisor will be responsible to take the necessary steps to resolve the problems.

Complaints regarding enforcement of the Standards of Care and their resolution will be recorded by the Supervisor. Serious complaints regarding enforcement of the Standards of Care will be addressed by the Director and the complaint and the resolution will be noted.

4) Participation

A. Before a Youth can participate, a Parent must sign registration forms that contain:

(1) The name, address, phone number of the Youth;

(2) The name, address, and phone number of the Youth's Parent;

(3) The names and phone numbers of people to whom the Youth can be released;

(4) A statement/description of the Youth's special problems or needs;

(5) Emergency medical authorization;

(6) Proof of residency when appropriate; and

(7) A liability waiver.

(8) Disciplinary action forms

5) Suspected Abuse

Program employees will report suspected child abuse or neglect in accordance with the Texas Family

Code. In the case where a City employee is involved in an incident with a Youth that could be construed as child abuse, the incident must be reported immediately to the Recreation Manager or the Director. The Recreation Manager or Director will immediately notify the Police Department and any other agency as may be appropriate. Texas state law requires the staff of the Programs to report any suspected abuse or neglect of a child to the Texas Department of Protective and Regulatory Services or a law enforcement agency. Failure to report suspected abuse is punishable by fines up to \$1,000 and/or confinement up to 180 days. Confidential reports may be made by calling 1-800-252-5400.

STAFFING - RESPONSIBILITIES AND TRAINING

6) Youth Program Supervisor Qualifications

A. Supervisors will be full-time, professional employees of the City assigned to the Department and will be required to have all Program Leader qualifications as outlined in Section 7 of these Standards of Care.

B. Supervisors must be at least 21 years old

C. Supervisors must have a bachelor's degree from an accredited college or university or equivalent work experience.

Acceptable degrees include:

(1) Recreation Administration or General Recreation;

(2) Physical Education; or

(3) Any other comparable degree plan that would lend itself to working in a public recreation environment.

D. Supervisors must have one years' experience planning and implementing recreational activities or 2 years without a degree.

E. Supervisors must pass a background investigation including testing for illegal substances.

F. Supervisors must have successfully completed a course in first aid, Cardio Pulmonary Resuscitation (CPR), and AED based on either American Heart Association or American Red Cross standards.

7) Supervisor's Responsibilities:

A. Supervisors are responsible to administer the Programs' daily operations in compliance with the adopted Standards of Care.

B. Supervisors are responsible to recommend for hire, supervise, and evaluate Leaders.

C. Supervisors are responsible to plan, implement, and evaluate programs.

8) Youth Program Leader Qualifications:

A. Leaders will be part-time or temporary employees of the City assigned to the Department.

B. Leaders working with Youth must be age 18 or older; however, each age group will have at least one employee 18 years old or older present at all times.

C. Leaders should be able to consistently exhibit competency, good judgment, and self-control when working with Youth.

D. Leaders must relate to Youth with courtesy, respect, tolerance, and patience.

E. Leaders must have successfully completed a course in first aid, CPR, and AED based on either American Heart Association or American Red Cross standards. An exception can be made for no more than one staff person at each site, and that person shall successfully complete a first aid and CPR course within four weeks of starting work.

G. Leaders must pass a background investigation including testing for illegal substances.

9) Leader Responsibilities:

- A. Leaders will be responsible for providing Participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.
- B. Leaders will be responsible to know and follow all City, Departmental, and Program standards, policies, and procedures that apply to the Youth Programs.
- C. Leaders must ensure that Participants are released only to a Parent or an adult designated in writing by the Parent. A copy of the Department-approved plan to verify the identity of a person authorized to pick up a Participant if that person is not known to the Leader will be on file at the Recreation Center.
- D. Leaders are not allowed to post pictures or videos of campers on any personal social media platforms.

10) Training/Orientation:

- A. The Department is responsible for providing training and orientation to Program employees working with children and for specific job responsibilities. Supervisors will provide each Leader with a Program manual specific to Youth Programs.
- B. Program employees must be familiar with the Standards of Care as adopted by the City Council.
- C. Program employees must be familiar with the Program's policies including discipline, guidance, and release of participants as outlined in the Program Manual.
- D. Program employees will be trained in appropriate procedures to handle emergencies.
- E. Program employees will be trained in areas including City, Departmental, and Program policies and procedures, provision of recreation activities, safety issues, child psychology, and organization.
- F. Program employees will be required to sign an acknowledgement that they received the required training.

OPERATIONS

11) Staff-Participant Ratio

- A. The standard ratio of Participants to Leaders in the Programs will be 15 to 1. In the event a Leader is unable to report to work, a replacement will be assigned.
- B. Each Participant shall have a Program employee who is responsible for the Participant and who is aware of the Participant's habits, interests, and any special problems as identified by the Participant's Parent(s) during the registration process.

12) Discipline

- A. Program employees will implement discipline and guidance in a consistent manner based on the best interests of Program participants.
- B. There must be no cruel or harsh punishment or treatment.
- C. Program employees may use brief, supervised separation from the group if necessary.
- D. As necessary, Program employees will initiate discipline reports to the Parent(s) of Participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
- E. A sufficient number and/or severe nature of discipline reports as detailed in the Program Manual may result in a Participant being suspended from the Program.

F. In instances where there is a danger to Participants or Program staff, offending Participants will be removed from the Program Site as soon as possible.

13) Programming

A. Program employees will attempt to provide activities for each group according to the Participants' ages, interests, and abilities. The activities must be appropriate to Participants' health, safety, and well-being. The activities also must be flexible and promote the Participants' emotional, social, and mental growth.

B. Program employees will attempt to provide time periods that include:

- (1) Alternating active and passive activities;
- (2) opportunity for individual and group activities, and
- (3) outdoor time each day as weather permits.

C. Program employees will be attentive and considerate of the participants' safety on field trips and during any transportation provided by the Program.

- (1) During trips, Program employees supervising Participants must have immediate access to emergency medical forms and emergency contact information for each Participant.
- (2) Program employees must have a written list of the Participants in the group and must check the roll frequently.
- (3) Program employees must have first aid supplies and a guide to first aid and emergency care available on field trips.

14) Communication

A. Each age group will have communication availability to allow the age group to be contacted by Recreation Center personnel.

B. The Supervisor will make available the following phone numbers adjacent to a phone accessible to all Program employees at the Recreation Center:

- (1) Garland ambulance or emergency medical services
- (2) Garland Police Department
- (3) Garland Fire Department
- (4) Recreation Center
- (5) Numbers at which Parents may be reached
- (6) The phone number for the Program Site itself

15) Transportation

A. Before a Participant may be transported to and from the Program Site or other location by means of transportation provided by the City, a transportation form, completed by the Parent, must be filed with the Supervisor.

B. First aid supplies and a first aid and emergency care guide will be available in all Program vehicles that transport Participants.

FACILITY STANDARDS

16) Safety

A. Program employees will inspect Program areas daily to detect sanitation and safety concerns that might affect the health and safety of the Participants.

B. Buildings, grounds, and equipment on the Program site will be inspected, cleaned, repaired, and

maintained to protect the health of the Participants.

C. Program equipment and supplies must be safe for the Participants' use.

D. Program employees must have first aid supplies readily available in a designated location at each Program Site, during transportation to an off-site activity, and for the duration of any off-site activity. Program employees must have an immediately accessible guide to first aid and emergency care.

E. Air conditioners, electric fans, and heaters at the Program Site must be mounted out of Participants' reach or have safeguards that keep Participants from being injured.

F. Porches and platforms more than 30 inches above the ground at the Program Site must be equipped with railings Participants can reach.

G. All swing seats at Program Sites must be constructed of durable, lightweight, relatively pliable material.

17) Fire

A. In case of fire, danger of fire, explosion, or other emergency, Program employees' first priority is to evacuate the Participants to a designated safe area.

B. The Program Site will have an annual fire inspection and the resulting report will detail any safety concerns observed. The report will be forwarded to the Director who will review and establish deadlines and criteria for compliance.

C. All Program employees will be trained in the proper use of fire extinguishers as well as locations of fire extinguishers throughout the Recreation Center.

D. Fire drills will be initiated at the Recreation Center based on the following schedule:

(1) STARS and Duck Creek Adventure Camp: A fire drill twice during the summer sessions.

(2) Winter and spring break camps: A fire drill once during the winter and spring sessions.

(3) Other Programs: The time and frequency will be determined at the time the Program is established and will be based on the duration of the Program.

18) Health

A. *Illness or Injury*

(1) A Participant who is considered to be a health or safety concern to other Participants or Program employees will not be admitted to the Program.

(2) Illnesses and injuries will be handled in a manner to protect the health of all Participants and Program employees.

(3) Program employees will follow plans to provide emergency care for injured Participants with symptoms of an acute illness as specified in the Program manual.

(4) Program employees will follow the recommendation of the Texas Department of Health concerning the admission or readmission of any Participant after a communicable disease.

B. *Administration of Medication*

Program employees will administer medication to a Participant only if:

(1) Parent(s) complete and sign a medication form that provides authorization for staff to dispense medication with details as to time and dosages.

(2) Prescription medications are in the original containers labeled with the Participant's name, a date, directions, and the physician's name. Program employees will administer the medication only as stated on the label. Program employees will not administer medication after the expiration date.

(3) Nonprescription medications are labeled with the Participant's name and the date the medication was brought to the Program. Nonprescription medication must be in the original container. Program employees will administer it only according to label direction.

(4) Medication dispensed will be limited to routine oral ingestion not requiring special knowledge or skills on the part of Program employees. No injections will be administered by the Program employees.

(5) Program employees must ensure medications are inaccessible to Participants or, if it is necessary to keep medications in the refrigerator (when available), medications will be kept separate from food.

C. Toilet Facilities

(1) The Program site will have inside toilets located and equipped so children can use them independently and Program staff can supervise as needed.

(2) There must be one flush toilet for every 30 children. Urinals may be counted in the ratio of toilets to children, but they must not exceed 50% of the total number of toilets.

(3) An appropriate and adequate number of lavatories will be provided.

D. Sanitation

(1) Each Program Site must have adequate light, ventilation, and heat.

(2) Each Program Site must have an adequate supply of water meeting the standards of the Texas Department of Health for drinking water and ensure that it will be supplied to the participants in a sanitary manner.

(3) Program employees must see that garbage is removed from buildings daily.



GARLAND POLICY REPORT

City Council Work Session Agenda

3. b.

Meeting Date: March 20, 2023
Item Title: 2022-23 Budget Amendment No. 2
Submitted By: Allyson Bell Steadman, Budget Director
Strategic Focus Areas: Sound Governance and Finances

ISSUE

Amend the 2022-23 Adopted Budget to appropriate \$4,355,728 in the Electric Utility Fund for GP&L Production to cover additional maintenance and repair costs on the Olinger and Spencer Power Plants.

OPTIONS

- A. Approve 2022-23 Budget Amendment No. 2 as proposed.
- B. Do not approve 2022-23 Budget Amendment No. 2.

RECOMMENDATION

Option (A) – Approve 2022-23 Budget Amendment No. 2 as proposed. An ordinance amending the FY 2022-23 Adopted Budget will be included on the April 4, 2023, City Council Regular Meeting agenda for consideration.

BACKGROUND

Due to the extreme heat experienced last summer, coupled with the Electric Reliability Council of Texas' (ERCOT) move to operate the grid more conservatively, the generating units at the Olinger and Spencer Power Plants operated more frequently and for longer periods of time compared to historical operations. Because of the additional demands and stress placed on these older units, numerous mechanical issues manifested themselves during this last summer. To address these issues, as well as to address ERCOT's plan to continue its conservative operation of the grid, Garland Power & Light is requesting an increase to FY 2022-23 Operating appropriations for the operation and maintenance of the Olinger and Spencer Power Plants.

Additional requested funding includes, but is not limited to, the following repairs: (1) Spencer Unit 5-1 Boiler Feed Pump; (2) Spencer Unit 5-B Forced Draft Fan; (3) Olinger Unit 3B Circulating Water Pump; (4) Olinger Flue Gas-Recirculating Fan Motor; (5) Olinger Unit 3 Generator Hydrogen Seals; and (6) Olinger 50-Ton Crane Hoist. In addition, funds are requested for contractual services to help support operational staffing at the Spencer Power

Plant.

CONSIDERATION

Consider approval of an Ordinance amending the FY 2022-23 Adopted Budget at the April 4, 2023, City Council Regular Meeting. Funding for this request will come from excess fund balance reserves in the Electric Utility Fund following the 2021-22 fiscal year-end.



GARLAND POLICY REPORT

City Council Work Session Agenda

3. c.

Meeting Date: March 20, 2023
Item Title: Purdue Drive Parking Restrictions
Submitted By: Paul Luedtke, Transportation Director
Strategic Focus Areas: Well-Maintained City Infrastructure
Safe Community
Vibrant Neighborhoods and Commercial Centers

ISSUE

Overflow parking from the adjacent apartment complex is intruding on available parking. Restrictions have been requested to ensure access to neighborhood is not impeded.

RECOMMENDATION

Restrict parking at all times on both sides of Purdue Drive between Walnut Street and Pineridge Drive. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the April 4, 2023 Regular Meeting.

BACKGROUND

- Residents from the Country Village Townhomes are parking along Purdue Drive and impeding traffic accessing the neighborhood to the north and east.
- Purdue Drive is a 27 -foot-wide residential street.
- Purdue Drive serves as a collector street used by neighborhoods on the south and east to access Walnut Street.

CONSIDERATION

Vehicles currently parked on Purdue Drive could be parked further in to the adjacent neighborhoods.



GARLAND POLICY REPORT

City Council Work Session Agenda

3. d.

Meeting Date: March 20, 2023

Item Title: Interlocal Agreement for the Internet Crimes Against Children Grant Project

Strategic Focus Areas: Safe Community

ISSUE

A resolution is requested to allow the City Manager to execute an Interlocal Agreement between the City of Garland and the City of Dallas for the North Texas Internet Crimes Against Children (ICAC) Task Force and Grant Program. If approved, the City will be reimbursed up to \$12,000 for expenses related to ICAC operations.

OPTIONS

1. Approve by resolution the City Manager to execute an Interlocal Agreement between the City of Dallas and the City of Garland for the Internet Crimes Against Children (ICAC) Grant Program.
2. Do not approve by resolution the City Manager to execute an Interlocal Agreement between the City of Dallas and the City of Garland for the Internet Crimes Against Children (ICAC) Grant Program.

RECOMMENDATION

Staff recommends that Council approve by resolution the City Manager to execute an Interlocal Agreement between the City of Dallas and the City of Garland for the Internet Crimes Against Children (ICAC) Grant Program. Unless otherwise directed by Council, this item is scheduled for formal consideration at the March 21, 2023, Regular Meeting.

BACKGROUND

The City of Garland Police Department has participated in the North Texas Internet Crimes Against Children (ICAC) Task Force for over a decade. The Task Force is a multi-agency program that is dedicated to investigating, prosecuting and developing effective responses to internet crimes against children. The Garland Police Department has an ICAC Unit with two detectives that actively participate in the Task Force. Task Force member agencies are eligible to submit reimbursement to the City of Dallas Police Department for equipment necessary for operations to combat Internet-related crimes against children. Funding is available through a Department of Justice grant that the City of Dallas Police Department has

applied for on behalf of the Task Force.

CONSIDERATION

The current performance period of the grant is October 1, 2022, through September 30, 2023, and the Garland Police Department has been awarded \$12,000. The contracted grant amount may increase if, in the future, additional funds become available.

Attachments

ICAC ILA FY23

INTERLOCAL AGREEMENT
CITY OF DALLAS AND THE GARLAND POLICE DEPARTMENT

STATE OF TEXAS
COUNTY OF DALLAS

This INTERLOCAL AGREEMENT is made and entered into by and between the City of Dallas, hereinafter called "City" and the City of Garland, Texas, a Texas home rule municipality, on behalf of the Garland Police Department, Texas, hereinafter called "Garland" and "Garland Police Department" respectively.

WITNESSETH:

WHEREAS, the Interlocal Cooperation Act, Chapter 791, Texas Government Code, provides authorization for any local government to contract with one or more local governments and with agencies of the State of Texas to perform governmental functions and services under the terms of this act; and

WHEREAS, the Internet Crimes Against Children (ICAC) Task Force is a grant program funded under an award by the United States Department of Justice, hereinafter called "DOJ" through their Office of Juvenile Justice and Delinquency Prevention, hereinafter called "OJJDP" under the Federal Missing and Exploited Children's Program; and

WHEREAS, City and Garland desire to enter into an agreement regarding the North Texas (Dallas) Internet Crimes Against Children Task Force; and

WHEREAS, the City of Dallas, for its Police Department, has applied for and received from the DOJ a grant to target child solicitation and child pornography over the Internet in the State of Texas, the grant period runs from October 1, 2022 through September 30, 2023; and

WHEREAS, the grant is entitled Internet Crimes Against Children Grant (Grant Number 15PJDP-22-GK-04883-MECP), hereinafter called "Project", and

WHEREAS, the Dallas Police Department has asked the Garland Police Department to participate in fulfilling the purpose of the grant.

NOW THEREFORE, THIS INTERLOCAL AGREEMENT is hereby made and entered into by City and the Garland for the mutual consideration stated herein:

I.

For the consideration hereinafter agreed to, Garland and the Garland Police Department undertake, covenant and agree to:

1. Provide staff and resources to prosecute Internet crimes against children within its jurisdiction so as to assist the Internet Crimes Against Children Grant Project in achieving its goals.

2. Accept criminal case referrals for prosecution as appropriate that may be forwarded from the Dallas Police Department.
3. On a quarterly basis provide the Dallas Police Department with an activity report describing cases prosecuted by personnel funded by this Grant.
4. Maintain documentation of all partial salary and overtime expenditures which are to be reimbursed by the Internet Crimes Against Children Grant. This documentation will include the name and title of the person earning the salary or overtime, the date(s) worked, the number of hours worked, the exact payment amount to be charged to the Grant, the employee's hourly and overtime pay rate as appropriate, and a brief explanation of the activity undertaken to earn the salary or overtime. This expenditure report must carry an original signature of a Garland Police Department official and be supported by departmental payroll records which correspond to the salary or overtime payments. This salary and overtime expenditure report and support documentation will be submitted to the Dallas Police Department at the time reimbursement is requested.
5. Maintain documentation of all travel and training expenditures which are to be reimbursed by the Internet Crimes Against Children Grant. This documentation will include the name and title of the person travelling or receiving training, the dates and location of travel or training, the exact payment amount to be charged to the Grant, and a brief explanation of the purpose of the travel or training. This expenditure report must carry the signature of a Garland Police Department official and be supported by receipts, invoices, or other appropriate documentation. This travel and training expenditure report and support documentation will be submitted to the Dallas Police Department at the time reimbursement is requested.
6. Maintain an up-to-date and itemized inventory list of all supplies, equipment, or services purchased by the Garland Police Department with funds from the Internet Crimes Against Children Grant. Inventory list entries of major hardware items such as computers, monitors, printers, FAX machines, and the like must also include the brand name and model, serial number, the Garland Police Department's property inventory tag number assigned to the specific item, and the current physical location of the property. This inventory list must be supported by receipts, invoices, or other appropriate documentation. The inventory list will be submitted to the Dallas Police Department when requested.
7. Allow the Internet Crimes Against Children Grant Manager or his/her designate to make one or more on-site visits for the purpose of assessing the compliance of the Garland Police Department with the provisions of this Interlocal Agreement and the provisions of Circular A-133 issued by the United States Office of Management and Budget regarding audits of states, local governments, and non-profit organizations.
8. When requested, provide the Dallas Police Department with a copy of the Garland Police Department's most recent Single Audit Report and, if appropriate, a written statement describing any necessary corrective action identified in that Audit Report.

II.

As consideration for the services contracted for herein, the City agrees to reimburse the Garland Police Department a sum not to exceed twelve thousand dollars (\$12,000.00). This sum is to reimburse the Garland Police Department for expenses incurred for partial salary of a grant-sponsored position, overtime, training, travel, and/or equipment as deemed necessary and appropriate by the Garland Police Department for its operations to combat Internet-related crimes against children. The Garland Police Department may invoice the City for reimbursement of expenses under the terms of this agreement up to six times, but no reimbursement request will be accepted after September 30, 2023. Reimbursement for allowable expenses incurred shall be made by the Dallas Police Department to the Garland Police Department as quickly as possible after receipt of invoices detailing the expenses to be reimbursed. Reimbursement requests, with all supporting documentation, shall be mailed to:

Lt Cyrus Zafrani
Dallas Police Department
1400 Botham Jean Street
Dallas, Texas 75215

The Contract amount may increase if, in the future, additional funds become available to grant to Garland Police Department. If additional funds are available in the future to grant to Garland Police Department, City will give written notice and Garland Police Department may accept or reject the additional funds by giving written notice of the intent to the CITY.

III.

During the performance of this Interlocal Agreement, Garland agrees to the following:

1. It will, to the extent permitted by law, accept liability, under the Worker's Compensation Act, in the event personal injuries occur to its employee(s) while engaged in Project activities.
2. It shall, to the extent permitted by law and during the entire time of participation, maintain sufficient insurance to cover its obligation and liability for its employee(s). This will include, but is not limited to, coverage of the employee and vehicle, while operating a vehicle, where applicable.
3. It may, in lieu of purchasing liability insurance, elect to be self-insured but will be responsible for all risks of loss and actual loss as specified herein.
4. Any and all equipment and supplies purchased with Grant funds by the Garland Police Department will remain property of the Garland Police Department.

IV.

The term of this Agreement shall be from October 1, 2022 through September 30, 2023. This Agreement may be extended by mutual agreement of the parties hereto, or terminated by either party upon thirty (30) days prior written notice thereof to the other of its intention to terminate

upon the date specified in such notice. If at which time during the grant period, the City of Dallas receives an extension to the original grant, the Contract may be extended further by City giving Garland written notice of the new term.

V.

Any notice, payment, statement, or demand required or permitted to be given hereunder by either party to the other may be affected by personal delivery in writing or by mail, postage prepaid. Mailed notices shall be addressed to the parties at the addresses appearing below, but each party may change its address by written notice in accordance with this section. Mailed notices shall be deemed communicated as of three days after mailing.

If intended for City, to:

Eddie Garcia Chief of Police
Dallas Police Department
1400 Botham Jean Blvd.
Dallas, Texas 75215

Copy to:
T.C. Broadnax City Manager City of Dallas
City Hall, Room 4/E/N 1500 Marilla Street
Dallas, Texas 75201

If intended for the Garland, to:

Jeff Bryan Chief of Police
1891 Forest Lane
Garland, TX 75042

Copy to:
Office of the City Attorney
PO Box 469002
Garland, Texas 75046-9002

VI.

This Agreement may be amended by the mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.

VII.

In case any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

VIII.

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this agreement, which is not contained herein, shall be valid or binding.

EXECUTED this day of _____, 2023, by the City of Dallas, by and through its duly authorized officials pursuant to City Council Resolution No. 22-1803, and by Garland, by and through its duly authorized officials. However, the effective date of this Agreement is October 1, 2022.

Recommended By:

APPROVED AS TO FORM

Tammy Palomino
Interim City Attorney

CITY OF DALLAS

T.C. Broadnax
City Manager

Eddie Garcia
Chief of Police

By: _____
AK Assistant City Attorney

By: _____
Assistant City Manager

APPROVED AS TO FORM

Brian England
City Attorney

CITY OF GARLAND

Judson Rex
City Manager

By: _____
Assistant City Attorney

By: _____
City Manager



City Council Work Session Agenda

4. a.

Meeting Date: March 20, 2023

Item Title: Dallas College Update

Summary:

Dallas College Update

Council will be briefed on Dallas College's efforts regarding the educational curriculum, and activities within the City of Garland.

Background/Additional Information:

Dallas College Update

Hear a presentation by Dr. Kathryn E. Eggleston updating Dallas College (Richland College-Garland Campus) educational efforts, presence, curriculum, and activities within the city of Garland. This item was requested by Council Member Williams and seconded by Deputy Mayor Pro Tem Smith.



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. b.

Meeting Date: March 20, 2023

Item Title: Valoris Health Park Garland - Landscape Master Plan

Submitted By: Ayako Schuster, Economic Development Director

Summary of Request/Problem

The economic development department requests consideration and feedback on the conceptual design of the streetscapes improvement plan created by StudioOutside. The design is 90% complete and the next steps will be final renderings. By establishing this design plan, staff can engage area property owners and citizens with the City's vision and achieve our goals, which include recruiting a potential community hospital. Feedback is requested prior to finalization of the plan including marketing level renderings.

Recommendation/Action Requested and Justification

Staff requests feedback regarding the 90% design plan. Feedback is to be incorporated prior to any final renderings for the design plan.



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. c.

Meeting Date: March 20, 2023

Item Title: Economic Development Strategic Plan - Draft Final Report

Submitted By: Ayako Schuster, Economic Development Director

Summary of Request/Problem

The economic development department requests consideration of the Draft Final Report to be adopted as the Economic Development Strategic Plan. Feedback is requested for any final adjustments before adoption of the plan.

Recommendation/Action Requested and Justification

Staff requests feedback regarding the final draft of the strategic plan. This is the full report to be considered for final adjustments prior to adoption.



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. d.

Meeting Date: March 20, 2023

Item Title: Veteran's Tribute Garden Location

Submitted By: D'Lee Williams, Recreation Director

Summary of Request/Problem

As requested by Mayor Pro Tem Morris and seconded by Deputy Mayor Pro Tem Smith, Council is requested to further discuss location options for the Veteran's Tribute Garden previously installed at the Garland Senior Activity Center.

Recommendation/Action Requested and Justification

Council discussion



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. e.

Meeting Date: March 20, 2023

Item Title: Community Services Committee Report

Submitted By: Kevin Slay, Managing Director

Summary of Request/Problem

Mayor Pro Tem Deborah Morris, Chair of the Community Services Committee, will report the following item:

1. Traffic Calming and Speed Hump Funding Options

Recommendation/Action Requested and Justification

Council Discussion



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. f.

Meeting Date: March 20, 2023

Item Title: Public Safety Committee Report

Submitted By: Jeffrey Bryan, Chief of Police

Summary of Request/Problem

Councilmember Robert Vera, Chairman of the Public Safety Committee, and Fire Chief Mark Lee, will provide a committee report on the following items assigned to the Committee:

- Review and discuss Fire Inspection fees

Recommendation/Action Requested and Justification

Council discussion.



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. g.

Meeting Date: March 20, 2023

Item Title: Adoption of the Proposed HOME American Rescue Cost Allocation Plan

Submitted By: Mona Woodard, Neighborhood Services Administrator

Summary of Request/Problem

Adoption of the proposed HOME American Rescue Act Cost Allocation Plan. Staff is seeking final direction from the Council. This item was brought before the council during the work session held on March 6, 2023, for discussion. A public hearing was held during the regular Council meeting on March 7, 2023, to solicit public input regarding the proposed plan.

Recommendation/Action Requested and Justification

Staff recommends moving forward with the adoption of the proposed HOME American Rescue Act Cost Allocation Plan. Formal approval is scheduled for the March 21 regular Council meeting.



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

4. h.

Meeting Date: March 20, 2023

Item Title: Historically Underutilized Business (HUB) Procurement Report

Submitted By: Gary Holcomb, Purchasing Director

Summary of Request/Problem

Historically Underutilized Business (HUB) Procurement Report

Recommendation/Action Requested and Justification

Deputy Mayor Pro Tem B.J. Williams has requested a report on the City of Garland's Historically Underutilized Business (HUB) Procurement.

Attachments

Historically Underutilized Business (HUB) Procurement Staff Presentation



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Historically Underutilized Business (HUB) Procurement Report

Gary L. Holcomb, Director – Procurement & Contracts



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Historically Underutilized Business HUB



A HUB must have its principal place of business in Texas, must be for profit, and must be at least 51% owned by one or more persons who are:

- Black American
- Hispanic American
- Asian Pacific American
- Native American
- American Woman
- Service Disabled Veteran



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Procurement Inclusion Exceeding State Requirements

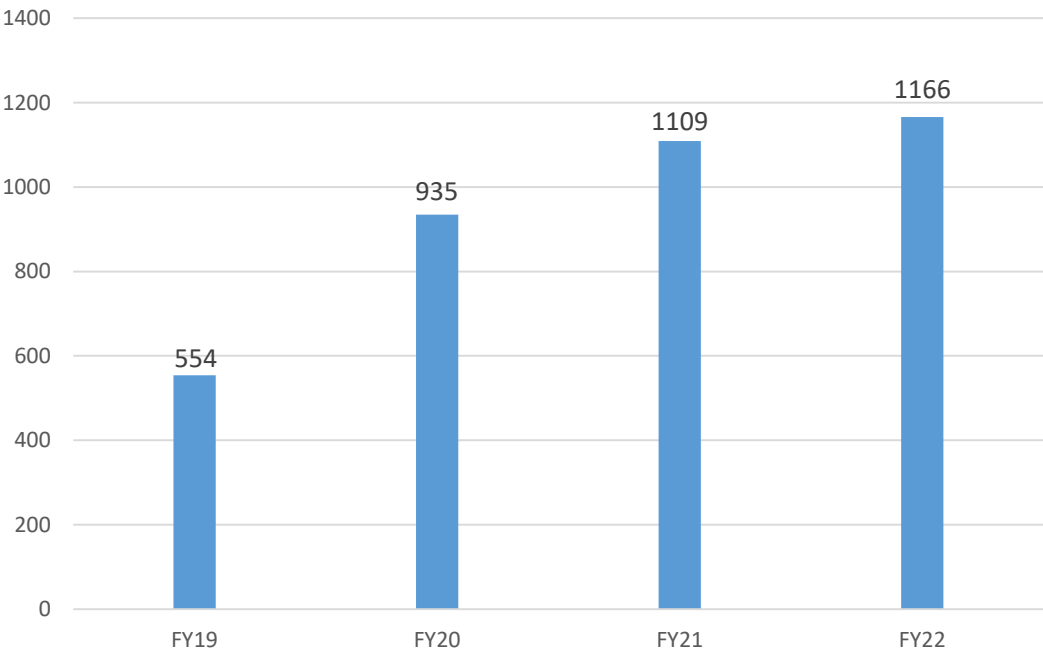


1. Texas Local Government Code 252.0215 requires contact of at least two (2) HUBs
2. Only required for purchases between \$3,000 and \$50,000
3. Garland Procurement contacts **all** identified HUBs for **all** bids over \$3,000

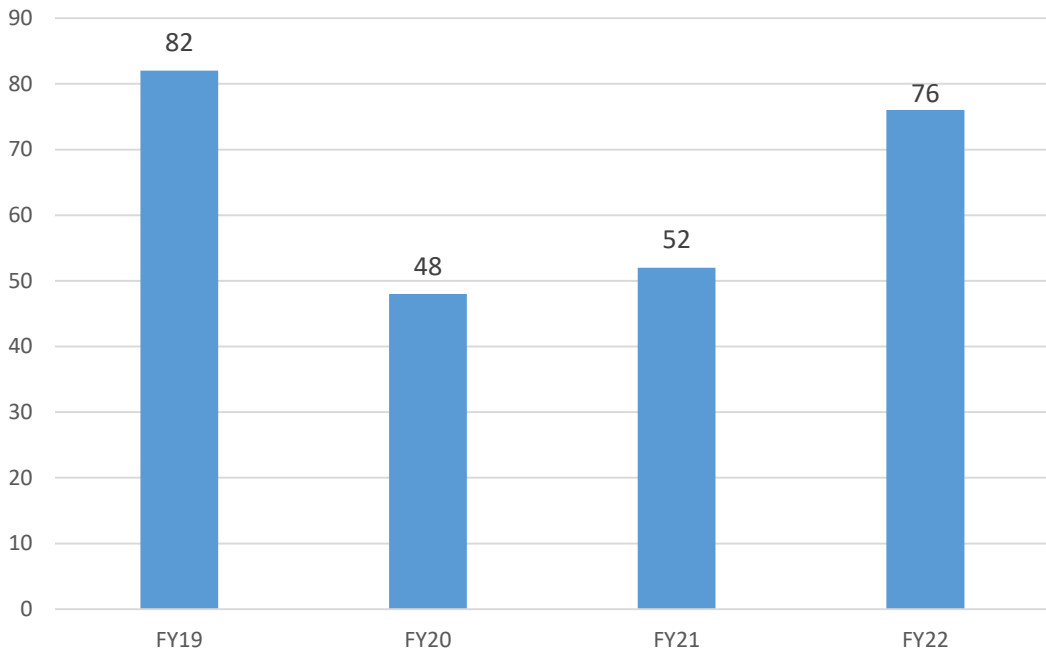


HUB Bid Activity

Direct HUB Contact from CMBL

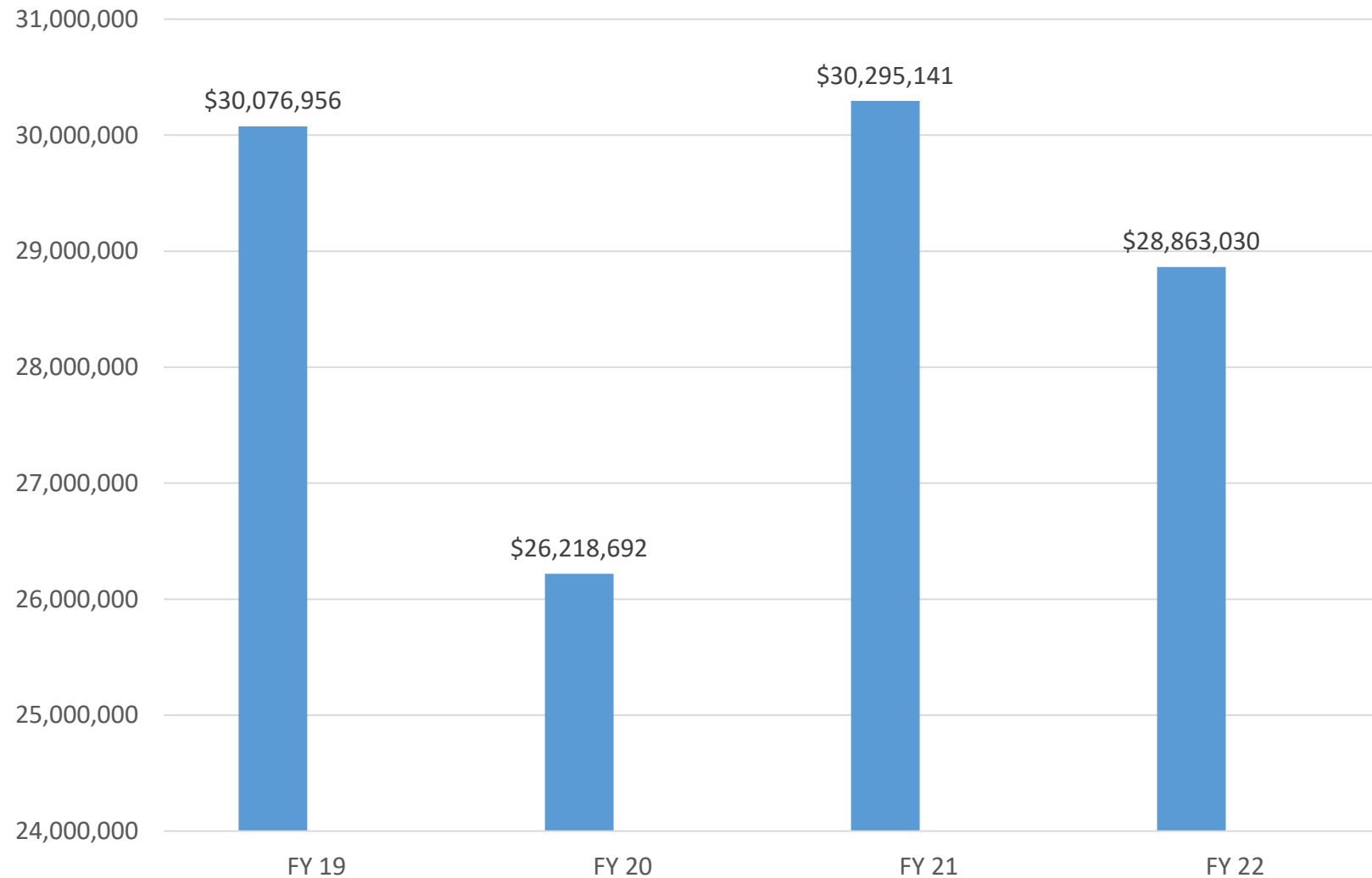


HUB Bid Responses



Annual HUB Spend

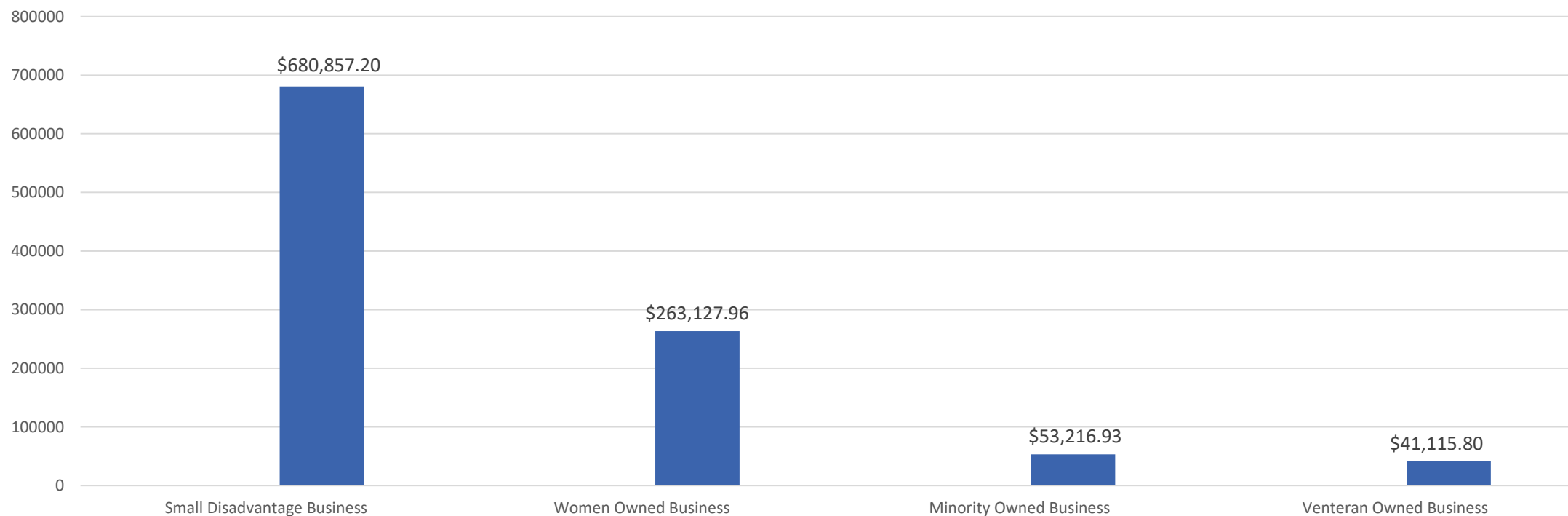
FY 19 to FY 22





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P-Card Spend Analysis 2022





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Top HUB Spend Categories



Public Works Construction

Information Technology

Professional Engineering

Facilities Maintenance & Repair

Architectural Services



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Garland is the 12th largest city in Texas with an annual municipal budget exceeding \$600 million. The City requires access to a diversified set of materials, equipment, supplies and services. The City's leadership is committed

to the inclusion and utilization of Historically Underutilized Businesses (HUB) across every level of City procurement. To engage and develop HUB participation in Garland's procurement process, the Purchasing Department has established a Procurement Inclusion Experience (PIE) with the following objectives:

- Identify HUB suppliers through the State of Texas HUB database.
- Provide HUB supplier education and awareness of Garland's purchasing procedures including electronic bidding.
- Develop an Assistance Directory for suppliers.
- Exceed state requirements for HUB supplier notification of bid opportunities.



Information Guide for HUB Suppliers

State of Texas HUB Criteria

A HUB must have its principal place of business in Texas, must be for-profit, and must be at least 51% owned by one or more persons who are Black American, Hispanic American, Asian Pacific American, Native American, American Woman and/or Service Disabled Veteran.

The business must have an owner residing in Texas, and that owner must have a proportionate interest that allows active participation in the control, operations and management of the business.

State of Texas HUB Certification

The City of Garland prefers that all eligible HUB suppliers be certified by the State of Texas. Other certifications will be considered on a case by case basis.

To apply for certification in Texas go to: www.window.state.tx.us/procurement/prog/hub

Registration is free. Once granted, HUB certification is valid for four years, providing the business continues to meet all eligibility requirements.

City of Garland Purchasing Department

200 North Fifth Street
Garland, Texas 75040

(Located on the second floor of City Hall)

P.O. Box 469002
Garland, Texas 75046-9002

972-205-2415

GarlandPurchasing.com

Business Hours:

Monday - Friday | 8 a.m. to 5 p.m.

Electronic Bidding Using Ion Wave

Garland manages its procurement process through a secure, web based bidding platform. Suppliers benefit from this free service in several ways:

- Automatic notification of bid opportunities in your business category by e-mail.
- Ability to post bid questions and receive answers from the City of Garland online.
- Ability to electronically complete and sign bid forms and documents.
- Receive addendums and updated bid documents instantly.
- Access to electronic bid documents, drawings, and CAD files 24 hours a day.
- Notification of bid awards by e-mail.

Register with Ion Wave:

- Register at <https://garlandtx.ionwave.net/Login.aspx>
- If your business is a certified HUB, enter your HUB information.
- Select the commodity codes that apply to your business.
- If you have questions, call Purchasing at 972-205-2415.

Exceeding HUB Notification Requirements

The State requires that municipalities contact at least two (2) HUBs on bids between \$3,000 and \$50,000. For purchases that require a bid, the City of Garland notifies all CMBL HUB suppliers based on their selected commodities.

Bonds and Insurance

Insurance Requirements:

In addition to liability insurance, the State of Texas requires workers compensation insurance covering employees of contractors and subcontractors working on City property. For more information, please go to GarlandPurchasing.com and select online forms and documentation.

Bonding Requirements:

The City may request four types of surety bonds from bidders: bid bonds, payment bonds, performance bonds and maintenance bonds.

Assistance Directory

For additional assistance and information, the following directory is provided as a resource.

SME Toolkit	www.smetoolkit.org/us/en
Small Business Development Center	www.ntsbdc.org
Black Contractors Assoc.	www.blackcontractors.org
Dallas Black COC	www.dbcc.org
DFW Minority Business Council	www.dfwmcdc.com
Hispanic Contractors Assoc. of DFW	www.hcadfw.org
Dallas Hispanic COC	www.gdhcc.com
Dallas Asian COC	www.gdaacc.com
Women's Business Council	www.wbcsouthwest.org
National Assoc. of Women in Construction	www.nawic-dallas.org
Dallas COC	www.dallaschamber.org
Garland COC	www.garlandchamber.com

Frequently Asked Questions

How do I find HUB subcontractors?

HUB subcontractors can be located using the State of Texas HUB Directory, which is online: www.window.state.tx.us/procurement/cmb1/cmb1hub.html

Which HUB certifications does the City of Garland accept?

Certifications other than from the State of Texas may be considered on a case by case basis.

May I meet with City of Garland buyers in person?

Yes. While the Purchasing Department has an open door policy, we strongly advise interested vendors to call ahead to set up an appointment. In addition, the Purchasing Department participates in several vendor outreaches that will be listed on our website: GarlandPurchasing.com.



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Questions?



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

5. a.

Meeting Date: March 20, 2023

Item Title: Board and Commission Appointment

Submitted By: Courtney Vanover, Department Coordinator II

Summary of Request/Problem

Council Member Dylan Hedrick

- Tony N. Bui - Tax Increment Finance #1 Downtown Board

Recommendation/Action Requested and Justification

Attachments

Tony Bui



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CITY OF GARLAND
RECEIVED
OCT 18 2022
CITY SECRETARY

Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly:

Date: 10/18/2022

Name: Tony N. Bui

Phone: _____

(Home)

Address: 2302 Lone Oak Trl

Phone: _____

(Other)

City, State, Zip: Garland, TX 75044

Email: _____

Resident of Garland for 8 years

Resident of Texas for 13 years

Dallas County Voter Registration Number _____

Garland City Council District Number 7

Have you ever been convicted of a felony? ☐ Yes ☒ No

Have you ever been convicted of a Class A misdemeanor? ☐ Yes ☒ No

Please list any experience that qualifies you to serve in the areas you have indicated.

Tony Bui is a professional IT project manager for more than 20 years, manage multi-millions dollars proje

If you have previously served on a City Board or Commission, please specify and list dates of service.

N/A

List civic or community endeavors with which you have been involved.

Involved with district 7 community against the opening of drug rehab center on Wagon Wheel RD, Garland TX

What is your educational background?

Attended Northeastern Illinois University from 1994 - 1997 persuit Finance and Computer Science program 5

What is your occupational experience?

More than 20 years IT Project Mangers, managing budget and projects. Oversee around 150 resources.

I hereby affirm that all statements herein are true and correct.

[Signature]
Signature of Applicant

Board or Commission of first, second, and third choice:

☐ Board of Adjustment

☐ Garland Youth Council **

☐ Parks and Recreation Board

☐ Citizens Environmental and Neighborhood Advisory Committee

☐ Property Standards Board

☐ Plan Commission

☐ Community Multicultural Commission

☐ Library Board

☐ Senior Citizens Advisory Committee

☐ Garland Cultural Arts Commission

☐ Historic Building Standards Commission

**Garland Youth Council has a separate application

FOR OFFICE USE ONLY

Ad Valorem Tax Status
Utility Account Status

Current
Current

Past Due
Past Due ☒

Date Appointed _____

Appointed By _____

CSO Suit/Claim Filed
Clerk Signature & Date

Yes No
Courtney Vanover

Date Notified _____

Disclosure Form Filed _____

Revised 03/2018