

Council Chambers at City Hall  
Tuesday, March 5, 2024  
7 p.m.



William E. Dollar Municipal Building  
200 N. Fifth St.  
Garland, Texas

# GARLAND

## CITY OF GARLAND REGULAR MEETING OF THE CITY COUNCIL

The Garland City Council extends to all visitors a sincere welcome. We value your interest in our community and your participation in the meetings of this governing body. Visit [GarlandTX.gov/Council](http://GarlandTX.gov/Council) for a full list of meeting dates.

The Council Chambers at Garland City Hall is wheelchair accessible, and ADA parking is available on the street as well as in the public parking garage. Persons with disabilities who may need auxiliary aids or services must contact the City Secretary's Office at 972-205-2404 at least two working days prior to the meeting so that appropriate arrangements can be made. Braille is not available.

**NOTICE:** Pursuant to Section 551.127 of the Texas Government Code, one or more members of the City Council may attend this meeting by internet/video remote means. A quorum of the City Council, as well as the presiding officer, will be physically present at the above identified location. Members of the public that desire to make a public comment must attend the meeting in person.

### LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE

It is a custom and tradition of the City Council to have an invocation and recital of the Pledge of Allegiance prior to the beginning of each Regular Meeting. Members of the audience are invited but not required to participate. The decision to participate is strictly a matter of personal choice. It has no bearing on matters to be considered by the City Council and will not affect the decisions to be made during this meeting.

### MAYORAL PROCLAMATIONS, RECOGNITIONS AND ANNOUNCEMENTS

The Mayor may present proclamations, recognize attendees or accomplishments, and make announcements regarding City events or other matters of interest to citizens including but not limited to listed items. There will be no Council discussion or votes on these matters.

- North Texas Community Cleanup Challenge, hosted by the North Central Texas Council of Governments

### CONSENT AGENDA

All items under this section are recommended for approval by a single motion of Council, without discussion. Council has had the opportunity to review each of these items at a previous Work Session, and approval of the consent agenda authorizes the City Manager or his designee to execute each item. The Mayor will announce the consent agenda and provide an opportunity for members of the audience, as well as Council, to request that any item be removed and considered separately.

#### 1. MINUTES

- a. Approve the minutes of the February 20, 2024, Regular Meeting.

#### 2. Approve the following bids:

- a. Amendment to 2019 Bond Program Management Services

Bid No. 0722-19

AECOM Technical Services, Inc.

\$980,000.00

*This request is to provide additional professional services associated with delivering the 2019 Bond Program, as the current contract expires in September 2024. To maintain continuity and minimize disruption to the completion of projects, it is necessary for AECOM to provide additional program management and staff augmentation services in various capacities through December 2025.*

- b. **Change Order No. 1 to the Shiloh Road Widening from IH 635 to Kingsley Road Project** **Bid No. 0800-18**

**Ragel, Inc.** **-\$892,628.57**

*The Shiloh Road Widening from IH 635 to Kingsley Road Project was completed on April 12, 2022 with \$892,628.57 remaining on PO 27900.*

- c. **Replacement Tahoes for Garland Police Department** **Bid No. 0517-24**

**Reliable Chevrolet** **\$874,215.44**

*This request is for sixteen (16) replacement 2024 Chevrolet Tahoe Police Pursuit Vehicles.*

- d. **Duck Creek Wastewater Treatment Plant (DC WWTP) Filter Rehabilitation and UV Conversion Project** **Bid No. 0079-24**

**Crescent Constructors, Inc.** **\$35,177,000.00**

*This request is to provide construction services for the installation of Cloth Filters and UV Disinfection System at Duck Creek Wastewater Treatment Plant. The improvements include a new disk filter and UV disinfection structure. The project also includes plant water pump replacement, final effluent pump station pumps, a 30" pipe from primary effluent pump station to the final effluent pump station and coatings of various diameter DI pipes. An owner's contingency is included for any additional work that may be required.*

- e. **GP&L and TMPA Transmission and Substation Maintenance, Repair, and Construction Services Contract** **Bid No. 1225-20**

**Primoris T&D Services, LLC** **\$2,000,000.00**

*This request is to obtain change order No. 1 to Blanket Services Contract 9704 issued to obtain transmission and substation maintenance, repair, and construction services. This change order is requested due to a significant increase in demand for GP&L and TMPA construction services. All expenses associated with TMPA will be reimbursed at 100%.*

- f. **Jupiter & Walnut Phase 2 Water & Wastewater Improvements** **Bid No. 0007-24**

**La Banda, LLC.** **\$1,825,855.00**

*The purpose of this request is to provide construction services to replace approximately 3,450 linear feet of wastewater main replacement, including manholes and service laterals and 2,800 linear feet of water line replacement. The improvements are primarily located within the Village Plaza and Walnut Plaza shopping centers at Walnut Street and Jupiter Road as well as along adjacent alleys next to Lariat Lane, Centennial Drive, and Barnes Drive 7,220 linear feet of 6" wastewater main including manholes and service laterals. An owner contingency is included for any additional work or materials that may be required.*

*The project also includes approximately 5,000 square yards of street, driveway, alley, sidewalk, asphalt, and curb replacement and 2,400 square yards of sodding.*

- g. **GP&L Underground Feeder Crossing Change Order** **Bid No. 0422-23**

**The Fishel Company** **\$74,534.74**

*This request is to obtain Change Order No. 1 to Purchase Order 34565 for labor services associated with the ground preparation of an underground feeder crossing at IH30 and Bass Pro Drive. During construction, a water main conflict was discovered resulting in the modification of the bore pit and increases to case bore and duct line footages.*

- h. **Construction Contract Award for the 2022 Paving, Water & Wastewater Improvements (Group 2)** **Bid No. 0311-24**

**A&M Construction and Utilities** **\$1,422,751.00**

*This request is to award a construction contract to A&M Construction and Utilities, Inc. for construction of the 2022 Paving, Water, & Wastewater Improvements Group 2 Project. This project consists of water and wastewater improvements to four (4) streets located in Council District 3. The pavement will be reconstructed by Street Department in-house resources following completion of the utility construction.*

- i. **Helipad Construction** **Bid No. 0297-24**

**Nouveau Construction & Technology Services** **\$577,653.89**

*This request is to provide for the construction of a new Helipad and taxiway to include approximately 2,100 SY of 6" Concrete Pavement, electrical wiring, conduit, in-ground lighting and fencing as part of the Heliport redevelopment effort. This provides for a second helipad for takeoffs and landings to/from the north to ensure safe operation.*

- j. **GP&L McCree to Shiloh 138kV Transmission Line Construction** **Bid No. 0406-24**

**Maslonka Powerline Services** **\$2,530,521.97**

*This request is to obtain construction services for the upgrade of the GP&L McCree to Shiloh 138kV Transmission Line. This is part of the approved McCree to Shiloh 138kV Transmission Line Upgrade CIP project. An owner's contingency is included for any additional work that may be required.*

- k. **GP&L Girvin Switch Station Civil Site Development** **Bid No. 0321-24**

**DynaGrid Construction Group, LLC.** **\$5,964,084.83**

*This request is to obtain earthwork, grading, and access road installation at the GP&L Girvin Switch Station construction site. This is part of the approved Girvin Switch Station CIP project. An owner's contingency is included for any additional work that may be required.*

- l. **GP&L and TMPA Transformer Services Contract Change Order** **Bid No. 1379-20**

**City Transformer Service** **\$1,250,000.00**

*This request is to obtain change order No. 1 Blanket Services Contract 9740 for GP&L and TMPA transformer services. This change order is needed to accommodate extra capital expenses identified for GP&L and TMPA substations. Expenses associated with TMPA will be reimbursed at 100%.*

m. **Contract Award for Pavement Condition Index Survey Services**

Bid No. 0622-24

**Roadway Asset Services, LLC**

**\$288,280.00**

*This request is to award a contract to Roadway Asset Services, LLC in the amount of \$288,280.00 for conducting a pavement condition index (PCI) survey of the city's street and alley network. Key services to be provided include a complete survey of the city street network to assign condition scoring, budget scenario runs to assist with planning and programming street improvement projects, GIS data integration, and reporting dashboards.*

3. **Consider an amendment to the Garland Development Code to create a tree mitigation fee reduction criteria. This item was reported and recommended by the Development Services Committee of the City Council during the February 19, 2024 City Council Work Session.**

*Consideration to amend Section 4.61, "Administrative Approval of Alternative Compliance," of Article IV, "Tree Preservation & Mitigation," of the Garland Development Code.*

4. **Fire Staffing Realignment**

*Council is asked to consider approving a revision to the 23-24 Civil Service Classifications & Compensation Ordinance to reflect realignment of one (1) Firefighter vacancy which will be utilized to create an additional Battalion Chief/Fire Marshal.*

5. **Ordinance Adopting FY 2023-24 Budget Amendment No. 1**

*Approve an ordinance amending the FY 2023-24 Annual Operating Budget for Budget Amendment No. 1, as presented at the February 19, 2024, Work Session.*

6. **Notice of Intent to Issue Certificates of Obligation**

*The Issuance of Certificates of Obligation will be used to fund a portion of the Council Approved 2024 Capital Improvement Program.*

#### **ITEMS FOR INDIVIDUAL CONSIDERATION**

Members of the audience may provide public comment in favor, in opposition or about any of the items for individual consideration. Anyone wishing to speak must fill out a speaker card (located at the entrance to the Council Chambers) and give it to the City Secretary in advance of the respective agenda item. Speakers are grouped by agenda item and will be called in the order of the agenda. All comments and testimony are to be presented from the podium. The Mayor may impose a time limit and may provide for rebuttal.

7. **Hold public hearing(s) on the following zoning case(s):**

- a. **Consider a request by Jesus Arellano, proposing a zoning change from Agricultural (AG) District to Single-Family-Estate (SF-E) District to build a single-family home. The site is located at 1717 Ben Davis Road in District 1.**

*Consider and take appropriate action on the application of Jesus Arellano, requesting approval of a Change in Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District. This property is located at 1717 Ben Davis Road. (District 1) (File Z 24-01)*

#### **CITIZEN COMMENTS**

Members of the audience wishing to address issues not on the meeting agenda may have three minutes to speak. However, according to the Texas Open Meetings Act, Council is prohibited from discussing any item not on the posted agenda.



## ADJOURN

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**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 to 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]



Each year, the City Council reviews and updates its goals for the Garland community and City operations. City management uses these goals to guide operational priorities, decision-making and resource allocation.



**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Regular Session**

1. a.

**Meeting Date:** 03/05/2024

Minutes February 20, 2024

**Submitted By:** Tracy Allmendinger, Deputy City Secretary

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**Issue/Summary**

Approve the minutes of the February 20, 2024, Regular Meeting.

**Background**

**Consideration / Recommendation**

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**Attachments**

February 20, 2024 DRAFT Minutes

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**DRAFT**



# **GARLAND**

## **MINUTES**

The City Council of the City of Garland convened in regular session at 7:00 p.m. on Tuesday, February 20, 2024, in the Council Chambers at the William E. Dollar Municipal Building, 200 North Fifth Street, Garland, Texas, with the following members present:

**Present:** Mayor Scott LeMay  
Mayor Pro Tem Jeff Bass  
Deputy Mayor Pro Tem Ed Moore  
Council Member Deborah Morris  
Council Member B.J. Williams  
Council Member Margaret Lucht  
Council Member Carissa Dutton  
Council Member Dylan Hedrick  
Council Member Chris Ott

**Staff Present:** City Manager Jud Rex  
Deputy City Manager Mitch Bates  
Assistant City Manager Andy Hesser  
Assistant City Manager Crystal Owens  
Assistant City Manager Phillip Urrutia  
City Attorney Brian England  
Deputy City Secretary Tracy Allmendinger

### **LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE**

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### **MAYORAL PROCLAMATIONS, RECOGNITIONS AND ANNOUNCEMENTS**

The Mayor may present proclamations, recognize attendees or accomplishments, and make announcements regarding City events or other matters of interest to citizens including but not limited to listed items. There will be no Council discussion or votes on these matters.

### **CONSENT AGENDA**

All items under this section are recommended for approval by a single motion of Council, without discussion. Council has had the opportunity to review each of these items at a previous Work Session, and approval of the consent agenda authorizes the City Manager or his designee to execute each item. The Mayor will announce the consent agenda and provide an opportunity for members of the audience, as well as Council, to request that any item be removed and considered separately.

The motion was made by Council Member Williams to approve the Consent Agenda as presented, seconded by Deputy Mayor Pro Tem Moore. Motion carried: 9 ayes, 0 nays.

1. **APPROVED** Approve the minutes of the February 6, 2024, Regular Meeting.

2. **Approve the following bids:**

a. **APPROVED Mowing and Landscape Maintenance** **Bid No. 0381-19**

**Carruther Landscape Management Inc. \$150,000.00**

*This request is for funds to cover the additional cycles and locations added to the contract during the 2023 year / season.*

b. **APPROVED TMPA Spencer Interchange Transformer Upgrade Engineering Services** **Bid No. 0542-24**

**Burns & McDonnell Engineering Company, Inc. \$482,500.00**

*This request is to obtain engineering and design services to support the replacement of the 69kV/138kV transformer at the TMPA Spencer Interchange and for the reconductor of the TMPA Spencer Interchange to Spencer Station 69kV Transmission Line. This is part of the approved TMPA Spencer Interchange Transformer Upgrade CIP project and will be reimbursed at 100%. An owner's contingency is included for any additional work that may be required.*

c. **APPROVED GP&L Campbell Road Switch Station 138kV Terminal Addition Engineering Services** **Bid No. 0540-24**

**Burns & McDonnell Engineering Company, Inc. \$1,150,000.00**

*This request is to obtain engineering and design services to support the relocation of the existing Firewheel 138kV Transmission Line to a new terminal at the 138kV Campbell Road Switch Station and the termination of the new 138kV Holford Transmission Line into the existing Firewheel position at the Campbell Road Switch Station. This is part of the approved GP&L Substation Terminal Upgrades CIP project. An owner's contingency is included for any additional work that may be required.*

d. **APPROVED GP&L Utility Customer Call Center Service** **Bid No. 1021-22**

**Cooperative Response Center, Inc. \$100,000.00**

*This request is to obtain Change Order No. 1 to Blanket Services Contract 9590 issued to obtain utility customer call assistance for power outages. There has been a larger volume of customers choosing to speak to a live agent rather than using the automated outage reporting option, causing higher charges than originally anticipated for these services. This change order will be effective on the current Blanket Services Contract as well as the remaining optional renewals available for Bid Award 1021-22.*

**A & C Construction****\$1,630,785.00**

*This request is to provide construction services for Speegle Green located at 1002 Marion Drive. City Council adopted the Las Brisas Small Area Plan in February 2023 and authorized design services in September 2024.*

3. **A public hearing was previously conducted for the zoning case(s) below. Council approved the zoning request(s) and instructed staff to bring forth the following ordinances:**

**a. APPROVED Z 23-44 Ofi Chito (District 7)**

*Consider and take appropriate action on an ordinance amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Specific Use Provision for a Restaurant, Drive-Through use and 2) a Detail Plan for a Restaurant, Drive-through use on a 1.071-acre tract of located at 4680 North Shiloh Road and zoned Planned Development (PD) District 20-35; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.*

**Ordinance No. 7509** amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Specific Use Provision for a Restaurant, Drive-Through use and 2) a Detail Plan for a Restaurant, Drive-through use on a 1.071-acre tract of located at 4680 North Shiloh Road and zoned Planned Development (PD) District 20-35; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.

**b. APPROVED Z 23-41 Cross Engineering Consultants, Inc. (District 2)**

*Consider and take appropriate action on an ordinance amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Change in Zoning from Multi-family-1 (MF-1) District to a Planned Development (PD) District for Multi-family-2 (MF-2) use and 2) a Detail Plan for an Elder Care -- Independent Living development on a 5.977-acre tract of land located at 1600 Edgefield Drive providing for conditions, restrictions, and regulations; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.*

**Ordinance No. 7510** amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Change in Zoning from Multi-family-1 (MF-1) District to a Planned Development (PD) District for Multi-family-2 (MF-2) use and 2) a Detail Plan for an Elder Care -- Independent Living development on a 5.977-acre tract of land located at 1600 Edgefield Drive providing for conditions, restrictions, and regulations; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.

#### 4. **APPROVED FY23 Justice Assistance Grant Memorandum of Understanding (MOU)**

*Council is requested to allow the City Manager to execute a Funds Sharing and Fiscal Agency Agreement Memorandum of Understanding (MOU) with the City of Dallas in order to obtain funding for the FY23 Edward Byrne Memorial Justice Assistance Grant (JAG) program.*

**Resolution No. 10605** authorizing the City Manager to execute a Funds Sharing and Fiscal Agency Agreement Memorandum of Understanding (MOU) with the City of Dallas in order to obtain funding for the FY23 Edward Byrne Memorial Justice Assistance Grant (JAG) program

#### 5. **APPROVED Homeland Security Grant Program (HSGP) Resolution**

*Approve the Homeland Security Grant Program (HSGP) resolution. The resolution will allow the City of Garland to acquire funding to help support and improve public safety response and recovery capabilities.*

**Resolution No. 10606** authorizing the submission of a grant application to the Office of the Governor of the State of Texas for certain public safety, law enforcement and homeland security projects; and providing an effective date.

#### **ITEMS FOR INDIVIDUAL CONSIDERATION**

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#### **CONSIDER APPOINTMENTS TO BOARDS AND COMMISSIONS**

Terms are usually staggered whereby at least half of the membership has previous experience. Members are appointed based on qualifications.

#### 6. **APPROVED Council Member Carissa Dutton**

- Kim Everett - Environmental and Community Advisory Board

Council Member Dutton made a motion to appointment Kim Everett to the Environmental and Community Advisory Board, seconded by Council Member Morris. Motion carried 9 ayes, 0 nays.

#### 7. **APPROVED Council Member Dylan Hedrick**

- Jimmy Tran - Community Multicultural Commission

Council Member Hedrick made a motion to appoint Jimmy Tran to the Community Multicultural Commission, seconded by Council Member Lucht. Motion carried: 9 ayes, 0 nays.

#### 8. **APPROVED Council Member Dylan Hedrick**

- Lauren Sauri Bruns - Environmental and Community Advisory Board

Council Member Hedrick made a motion to appoint Lauren Sauri Bruns to the Environmental and Community Advisory Board, seconded by Council Member Dutton. Motion carried, 9 ayes, 0 ayes.

## **CITIZEN COMMENTS**

Members of the audience wishing to address issues not on the meeting agenda may have three minutes to speak. However, according to the Texas Open Meetings Act, Council is prohibited from discussing any item not on the posted agenda.

Citizen comments were made by: Philip Peterson, Lana Varwig, Waed Almallah, and Sheila Patel.

## **ADJOURN**

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**Submitted By:**

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**Scott LeMay, Mayor**

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**Tracy Allmendinger, Deputy City Secretary**



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. a.

**Meeting Date:** 03/05/2024

**Item Title:** Amendment to 2019 Bond Program Management Services

**Submitted By:** Laura Dunn, Capital Project  
Management Director

**Bid Number:** 0722-19

**Purchase Justification:**

This request is to provide additional professional services associated with delivering the 2019 Bond Program, as the current contract expires in September 2024. To maintain continuity and minimize disruption to the completion of projects, it is necessary for AECOM to provide additional program management and staff augmentation services in various capacities through December 2025.

**Evaluation:**

AECOM Technical Services, Inc. was awarded the original PO 29289 in the amount of \$12,998,000 at the September 17, 2019 City Council Meeting. Change Order No.1 was awarded in the amount of \$948,000 at the September 14, 2021 City Council Meeting. As competitive bids were not received for the change order, a Bid Recap is not included.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
AECOM Technical Services, Inc.	All	\$980,000.00
	<b>TOTAL:</b>	<b>\$980,000.00</b>

**Basis for Award:**

Change Order

**Purchase Requisition #:**

N/A

**Fiscal Impact**

**Total Project/Account:** N/A

**Expended/Encumbered to Date (Including this Item):** 14,926,000

**Proposed Balance:** N/A

**Account #:** Various

**Fund/Dept/Project Description and Comments:**

Expenses will be charged to tax-supported capital projects as incurred. The annual Capital Improvement Program includes an allocation of Bond Program Management costs across applicable projects/programs.

**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

N/A

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/23/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/23/2024





**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. b.

**Meeting Date:** 03/05/2024

**Item Title:** Change Order No. 1 to the Shiloh Road Widening from IH 635 to Kingsley Road Project

**Submitted By:** Michael Polocek, Engineering Director

**Bid Number:** 0800-18

**Purchase Justification:**

This request is to approve Change Order No. 1 for the Shiloh Road Widening Project. When the City bid the Shiloh Road project from IH-635 to Kingsley Road, TxDOT was designing their plans for the IH-635 Improvements that are currently under construction. While Shiloh Road was under construction, TxDOT determined the IH-635 frontage road grades would require them to reconstruct a portion of Shiloh Road from IH-635 to approximately 650 linear feet north. This segment of roadway was removed from the City's Shiloh Road construction project. The City is recognizing a savings of \$892,628.57 with TxDOT committing to repaving the last 650 linear feet of Shiloh Road.

**Evaluation:**

Ragel, Inc. was awarded the original PO 27900 in the amount of \$23,658,919.98 at the September 18, 2018 City Council Meeting. As competitive bids were not received for the change order, a Bid Recap is not included.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Ragel, Inc.	All	-\$892,628.57
	<b>TOTAL:</b>	<b>-\$892,628.57</b>

**Basis for Award:**

Change Order

**Purchase Requisition #:**

PO 27900

**Fiscal Impact**

**Total Project/Account:** \$30,596,029

**Expended/Encumbered to Date (Including this Item):** \$26,251,524

**Proposed Balance:** \$4,344,505

**Account #:** Various Accounts

**Fund/Dept/Project Description and Comments:**

The Shiloh Road -- I.H. 635 to Kingsley project is considered complete. The City is recognizing a savings of \$892,628.57 on PO 27900 as part of project close out.

Street / Transportation CIP / Shiloh Road -- I.H. 635 to Kingsley	692-1409-1428800-9011	-\$768,517.12
Water CIP / Relocation of Mains Prior to Paving	220-4049-3019200-9214	-\$72,200.19
Wastewater CIP / Relocation of Mains Prior to Paving	230-4149-3215700-9305	-\$48,967.11
Stormwater Fund / Operating Budget	261-4621-9011	-\$2,944.15
<b>TOTAL</b>		<b>-\$892,628.57</b>

**Attachments**

Location Map

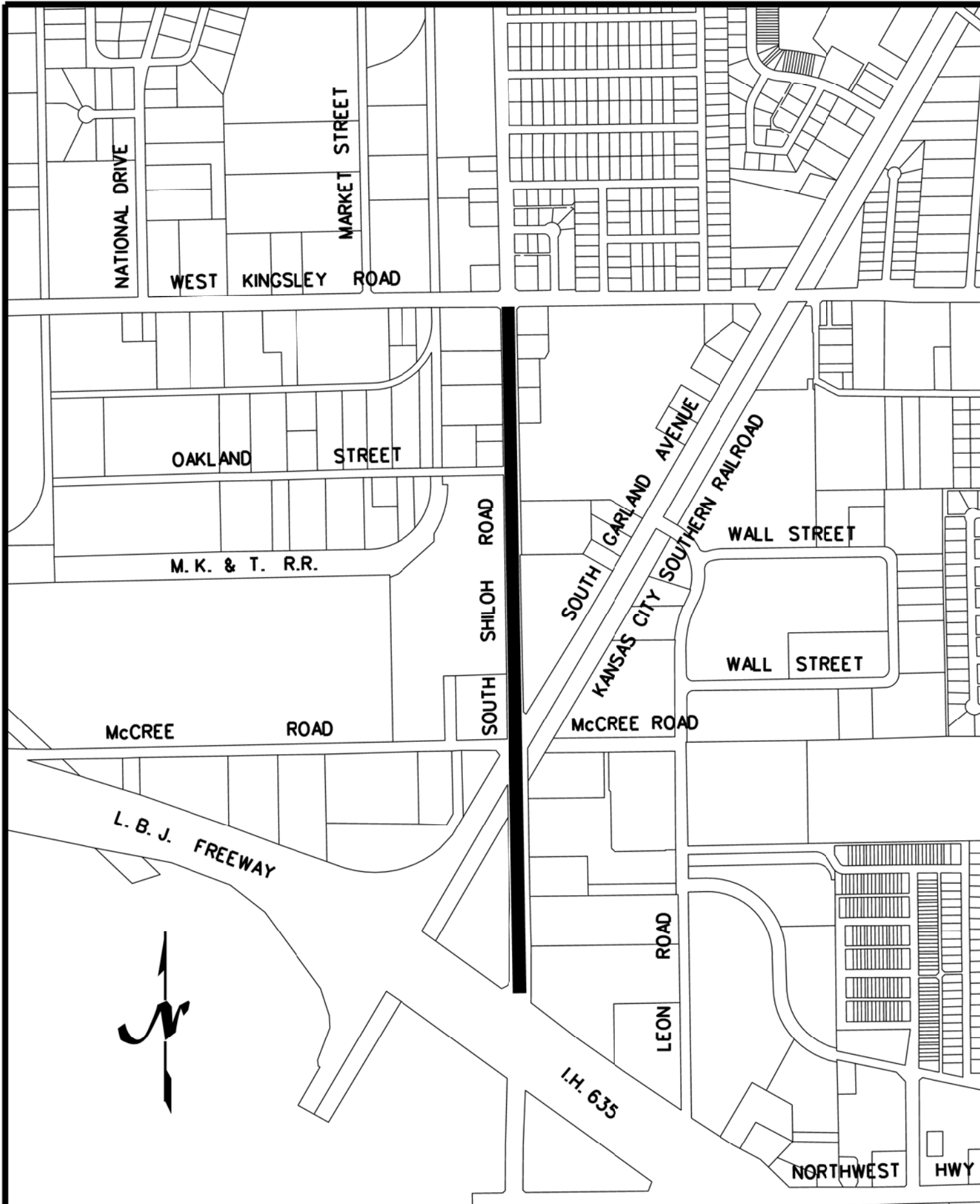
Budget Type:

CIP

Fiscal Year:

2024

Document Location:	N/A		
Budget Director Approval:	Allyson Bell Steadman	Approval Date:	02/16/2024
Purchasing Director Approval:	Gary L. Holcomb	Approval Date:	02/16/2024





**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. c.

**Meeting Date:** 03/05/2024

**Item Title:** Replacement Police Pursuit Tahoes for Garland Police Department

**Submitted By:** Garth Sanich, Director of Fleet Services

**Bid Number:** 0517-24

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**Purchase Justification:**

This request is for sixteen (16) replacement 2024 Chevrolet Tahoe Police Pursuit Vehicles.

**Evaluation:**

The Tahoes are available from Reliable Chevrolet through the Sheriff's Association of Texas Cooperative Purchasing Contract 22-03-1008RR. As competitive bids were not received, a Bid Recap is not included.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Reliable Chevrolet	All	\$874,215.44
	<b>TOTAL:</b>	<b>\$874,215.44</b>

**Basis for Award:**

Cooperative Purchase

**Purchase Requisition #:**

50865

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**Fiscal Impact**

**Total Project/Account:** \$3,576,666 \*  
**Expended/Encumbered to Date (Including this Item):** \$2,915,878  
**Proposed Balance:** \$660,788  
**Account #:** 444-1245-9009

**Fund/Dept/Project Description and Comments:**

This purchase is for sixteen replacement 2024 Chevrolet Tahoe Police Pursuit Units that are funded by the Equipment Replacement Fund (ERF) for FY 2023-24.

\* Total Budget includes the supplemental appropriation requested with FY 2023-24 Budget Amendment No. 1, scheduled for approval March 5, 2024, associated with Purchase Order roll over from FY 2022-23.

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**Attachments**

Units being replaced

**Budget Type:**

Operating Budget

**Fiscal Year:**

2023-24

**Document Location:**

Page 285

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**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/21/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/20/2024

<b>Units being replaced:</b>			MILES	HOURS
120-1902	2019 CHEVROLET TAHOE PPV		69,418	6,800
120-1903	2019 CHEVROLET TAHOE PPV		66,437	8,870
120-1904	2019 CHEVROLET TAHOE PPV		76,046	6,775
120-1905	2019 CHEVROLET TAHOE PPV		61,581	6,738
120-1906	2019 CHEVROLET TAHOE PPV		95,039	11,601
120-1907	2019 CHEVROLET TAHOE PPV		91,921	11,658
120-1910	2019 CHEVROLET TAHOE PPV		89,867	11,314
120-1912	2019 CHEVROLET TAHOE PPV		94,059	10,347
120-1913	2019 CHEVROLET TAHOE PPV		80,287	8,641
120-1915	2019 CHEVROLET TAHOE PPV		93,475	11,462
120-1916	2019 CHEVROLET TAHOE PPV		60,028	3,801
120-1933	2019 CHEVROLET TAHOE PPV		90,756	10,640
120-2004	2020 CHEVROLET TAHOE PPV		91,072	13,418
120-2011	2020 CHEVROLET TAHOE PPV		92,508	10,922
120-2014	2020 CHEVROLET TAHOE PPV		91,596	12,604
120-2019	2020 CHEVROLET TAHOE PPV		93,229	12,457



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. d.

**Meeting Date:** 03/05/2024

**Item Title:** Duck Creek Wastewater Treatment Plant (DCWWTP) Filter Rehabilitation and UV Conversion Project

**Submitted By:** Michael Brinkmann, Managing Director

**Bid Number:** 0079-24

**Purchase Justification:**

This request is to provide construction services for the installation of Cloth Filters and UV Disinfection System at Duck Creek Wastewater Treatment Plant. The improvements include a new disk filter and UV disinfection structure. The project also includes plant water pump replacement, final effluent pump station pumps, a 30" pipe from primary effluent pump station to the final effluent pump station and coatings of various diameter DI pipes. An owner's contingency is included for any additional work that may be required.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. Five (5) bids were received and evaluated based on published criteria. Crescent Constructors, Inc. received the highest evaluated score, offering the Best Value for the City.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Crescent Constructors, Inc.	All	\$31,977,000.00
Owner's Contingency		3,200,000.00
	<b>TOTAL:</b>	<b>\$35,177,000.00</b>

**Basis for Award:**

Best Value

**Purchase Requisition #:**

50229

**Fiscal Impact**

**Total Project/Account:** \$42,118,000 \*

**Expended/Encumbered to Date (Including this Item):** \$38,754,378

**Proposed Balance:** \$3,363,622

**Account #:** Various

**Fund/Dept/Project Description and Comments:**

Wastewater CIP / Wastewater Treatment / Duck Creek WWTP Cloth Filter & UV Disinfection project

230-4239-3404200-9007 \$34,447,000

235-4239-3404200-9007 730,000

**Total \$35,177,000**

\* This project will continue into 2025, and additional Commercial Paper will be requested in 2025, as presented in the 2024 CIP, for the completion of the project.

**Attachments**

Bid Recap

**Budget Type:** CIP

**Fiscal Year:** 2024

**Document Location:** 2024 Prop. CIP - Page 257

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/21/2024

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

02/20/2024

[illegible]





**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

**2. e.**

**Meeting Date:** 03/05/2024

**Item Title:** GP&L and TMPA Transmission and Substation Maintenance, Repair, and Construction Services Contract

**Submitted By:** Steve Martin, GP&L Transmission Director

**Bid Number:** 1225-20

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**Purchase Justification:**

This request is to obtain change order No. 1 to Blanket Services Contract 9704 issued to obtain as-needed transmission and substation maintenance, repair, and construction services. This change order is requested due to a significant increase in demand for GP&L and TMPA construction services. All expenses associated with TMPA will be reimbursed at 100%.

**Evaluation:**

Primoris T&D Services, LLC was awarded the original BL 8230 with four (4) optional renewals in the amount of \$750,000.00 at the October 13, 2020 City Council Meeting. As competitive bids were not received for the change order, a Bid Recap is not included.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Primoris T&D Services, LLC	All	\$2,000,000.00
	<b>TOTAL:</b>	<b>\$2,000,000.00</b>

**Basis for Award:**

Change Order

**Purchase Requisition #:**

50913

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**Fiscal Impact**

**Total Project/Account:** NA

**Expended/Encumbered to Date (Including this Item):** NA

**Proposed Balance:** NA

**Account #:** 451-6999

**Fund/Dept/Project Description and Comments:**

Term Contract sets price but does not commit funds. Expenses will be charged to the GP&L Transmission and Substations Operating and CIP accounts as appropriate.

**Budget Type:** Operating Budget  
CIP

**Fiscal Year:** 2023-24

**Document Location:** Operating Budget Page 231; CIP Budget Pages 272 and 278

**Budget Director Approval:** Allyson Bell Steadman

**Approval Date:** 02/16/2024

**Purchasing Director Approval:** Gary L. Holcomb

**Approval Date:** 02/16/2024



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. f.

**Meeting Date:** 03/05/2024  
**Item Title:** Jupiter & Walnut Phase 2 Water & Wastewater Improvements  
**Submitted By:** Michael Brinkmann, Managing Director  
**Bid Number:** 0007-24

**Purchase Justification:**

The purpose of this request is to provide construction services to replace approximately 3,450 linear feet of wastewater main replacement, including manholes and service laterals and 2,800 linear feet of water line replacement. The improvements are primarily located within the Village Plaza and Walnut Plaza shopping centers at Walnut Street and Jupiter Road as well as along adjacent alleys next to Lariat Lane, Centennial Drive, and Barnes Drive 7,220 linear feet of 6" wastewater main including manholes and service laterals. An owner's contingency is included for any additional work or materials that may be required.

The project also includes approximately 5,000 square yards of street, driveway, alley, sidewalk, asphalt, and curb replacement and 2,400 square yards of sodding.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. Five (5) bids were received and evaluated with La Banda, LLC submitting the Straight Low Bid.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
La Banda, LLC	All	\$1,585,855.00
Owner's Contingency		240,000.00
	<b>TOTAL:</b>	<b>\$1,825,855.00</b>

**Basis for Award:** Straight Low Bid  
**Purchase Requisition #:** 50128

<b>Fiscal Impact</b>		
<b>Total Project/Account:</b>	\$32,657,856	
<b>Expended/Encumbered to Date (Including this Item):</b>	\$30,047,015	
<b>Proposed Balance:</b>	\$2,610,841	
<b>Account #:</b>	Various	
<b>Fund/Dept/Project Description and Comments:</b>		
Water CIP / Transmission Mains (16-Inch and Above)	220-4049-3019000-9213, 225-4049-3019000-9213	\$ 890,000
Wastewater CIP / Infiltration Correction	230-4149-3212400-9305	935,855
	<b>Total</b>	<b>\$1,825,855</b>

**Attachments**

**Bid Recap**

**Budget Type:** CIP  
**Fiscal Year:** 2024  
**Document Location:** 2024 Prop. CIP - Pages 218 & 238

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**Budget Director Approval:** Allyson Bell Steadman      **Approval Date:** 02/26/2024  
**Purchasing Director Approval:** Gary L. Holcomb      **Approval Date:** 02/26/2024

[illegible]



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. g.

**Meeting Date:** 03/05/2024

**Item Title:** GP&L Underground Feeder Crossing Change Order

**Submitted By:** Jonas Whitehead, GP&L Distribution  
Director

**Bid Number:** 0422-23

**Purchase Justification:**

This request is to obtain Change Order No. 1 to Purchase Order 34565 for labor services associated with the ground preparation of an underground feeder crossing at IH30 and Bass Pro Drive. During construction, a water main conflict was discovered resulting in the modification of the bore pit and increases to case bore and duct line footages. This is part of the TxDOT IH30 Road Widening project and will be reimbursed at 100%.

**Evaluation:**

The Fishel Company was awarded the original PO 34565 in the amount of \$486,721.79 at the March 21, 2023 City Council Meeting. As competitive bids were not received for the change order, a Bid Recap is not included.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
The Fishel Company	All	\$74,534.74
	<b>TOTAL:</b>	<b>\$74,534.74</b>

**Basis for Award:**

Change Order

**Purchase Requisition #:**

50982

**Fiscal Impact**

**Total Project/Account:** \$823,641

**Expended/Encumbered to Date (Including this Item):** \$798,048

**Proposed Balance:** \$25,593

**Account #:** 215-3299-3149501-7111

**Fund/Dept/Project Description and Comments:**

Electric CIP / Relocation of Facilities - TxDOT Road Widening Project

**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

2024 Prop. CIP - Page 274

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/23/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/23/2024



**GARLAND**  
**PURCHASING REPORT**

City Council Regular Session

2. h.

Meeting Date: 03/05/2024

Item Title: Construction Contract Award for the 2022 Paving, Water, and Wastewater Improvements (Group 2)

Submitted By: Tye Tingey, Sr. Civil Engineer

Bid Number: 0311-24

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**Purchase Justification:**

This request is to award a construction contract to A&M Construction and Utilities, Inc. for construction of the 2022 Paving, Water, & Wastewater Improvements Group 2 Project. This project consists of water and wastewater improvements to four (4) streets located in Council District 3. The pavement will be reconstructed by Street Department in-house resources following completion of the utility construction.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. Five (5) bids were received and evaluated with A&M Construction and Utilities submitting the Straight Low Bid.

**Award Recommendation:**

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
A&M Construction and Utilities	All	\$1,422,751.00
	<b>TOTAL:</b>	<b>\$1,422,751.00</b>

**Basis for Award:**

Straight Low Bid

**Purchase Requisition #:**

50805

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**Fiscal Impact**

**Total Project/Account:** \$52,818,527

**Expended/Encumbered to Date (Including this Item):** \$45,089,270

**Proposed Balance:** \$7,729,257

**Account #:** Various

**Fund/Dept/Project Description and Comments:**

Water CIP / Relocation of Mains Prior to Paving	220-4049-3019200-9214	\$ 592,742.50
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Wastewater CIP / Relocation of Mains Prior to Paving	230-4149-3215700-9305	830,008.50
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<b>Total</b>	<b>\$1,422,751.00</b>
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**Attachments**

Bid Recap

2022 P, W, WW G2-exhibit

Budget Type:

CIP

Fiscal Year:

2024

Document Location:

2024 Prop. CIP - Pages 220 and 244

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Budget Director Approval:

Allyson Bell Steadman

Approval Date:

02/26/2024

Purchasing Director Approval:

Gary L. Holcomb

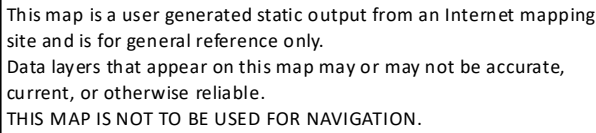
Approval Date:

02/26/2024

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Service Layer Credits: Sources: Esri HERE, Garmin, Intermap, incrementP Corp., GEBCO, USGS, FAO, MPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) Author: ArcGIS WebAppBuilder



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. i.

**Meeting Date:** 03/05/2024

**Item Title:** Helipad Construction

**Submitted By:** Paul Luedtke, Transportation Director

**Bid Number:** 0297-24

**Purchase Justification:**

This request is to provide for the construction of a new Helipad and taxiway to include approximately 2,100 SY of 6" Concrete Pavement, electrical wiring, conduit, in-ground lighting and fencing as part of the Heliport redevelopment effort. This provides for a second helipad for takeoffs and landings to/from the north to ensure safe operation. A Budget Amendment to the 2024 Capital Improvement Program will be brought to City Council for consideration at a future date for the supplemental appropriation of one-time funds to the Helipad Redevelopment capital project.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. Eight (8) bids were received and evaluated with Nouveau Construction & Technology Services submitting the Straight Low Bid.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
Nouveau Construction & Technology Services	All	\$577,653.89
	<b>TOTAL:</b>	<b>\$577,653.89</b>

**Basis for Award:**

Straight Low Bid

**Purchase Requisition #:**

50549

**Fiscal Impact**

**Total Project/Account:** \$642,000 \*

**Expended/Encumbered to Date (Including this Item):** \$577,654

**Proposed Balance:** \$64,346

**Account #:** 694-1799-1575219-9002

**Fund/Dept/Project Description and Comments:**

Municipal Facilities and Misc. Tax Supported CIP / Helipad Redevelopment

\* A Budget Amendment to the 2024 Capital Improvement Program will be brought to City Council for consideration at a future date to appropriate an additional \$250,000 to the Helipad Redevelopment capital project for construction and completion of the project, utilizing a one-time cash transfer of \$250,000 from the General Fund. The one-time cash transfer from the General Fund to the CIP will be included in the FY 2023-24 Revised Operating Budget.

**Attachments**

**Bid Recap**

**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

2024 Prop. CIP - Page 180

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/23/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/23/2024



[illegible]





**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. j.

**Meeting Date:** 03/05/2024

**Item Title:** GP&L McCree to Shiloh 138kV Transmission Line Construction

**Submitted By:** Steve Martin, GP&L Transmission  
Director

**Bid Number:** 0406-24

**Purchase Justification:**

This request is to obtain construction services for the upgrade of the GP&L McCree to Shiloh 138kV Transmission Line. This is part of the approved McCree to Shiloh 138kV Transmission Line Upgrade CIP project. An owner's contingency is included for any additional work that may be required.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. Seven (7) bids were received and evaluated based on published criteria. Maslonka Powerline Services received the highest evaluated score, offering the Best Value for the City.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
Maslonka Powerline Services	All	\$2,300,474.52
Owner's Contingency		230,047.45
	<b>TOTAL:</b>	<b>\$2,530,521.97</b>

**Basis for Award:**

Best Value

**Purchase Requisition #:**

50705

**Fiscal Impact**

**Total Project/Account:** \$4,435,802

**Expended/Encumbered to Date (Including this Item):** \$4,226,931

**Proposed Balance:** \$208,871

**Account #:** 210/215-3599-3144801-7111

**Fund/Dept/Project Description and Comments:**

Electric CIP / Transmission Lines Program - McCree to Shiloh 138kV Transmission Line Upgrade

**Attachments**

**Bid Recap**

**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

2024 Prop. CIP - Page 272

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/23/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/23/2024







**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. k.

**Meeting Date:** 03/05/2024

**Item Title:** GP&L Girvin Switch Station Civil Site Development

**Submitted By:** Steve Martin, GP&L Transmission  
Director

**Bid Number:** 0321-24

**Purchase Justification:**

This request is to obtain earthwork, grading, and access road installation at the GP&L Girvin Switch Station construction site. This is part of the approved Girvin Switch Station CIP project. An owner's contingency is included for any additional work that may be required.

**Evaluation:**

A request for bids was issued in accordance with Purchasing procedures. One (1) bid was received and evaluated based on the published criteria. DynaGrid Construction Group, LLC received the highest evaluated score, offering the Best Value for the City. As only one (1) bid was received, a Bid Recap is not included.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
DynaGrid Construction Group, LLC.	All	\$5,421,895.30
Owner's Contingency		542,189.53
	<b>TOTAL:</b>	<b>\$5,964,084.83</b>

**Basis for Award:**

Best Value

**Purchase Requisition #:**

50072

**Fiscal Impact**

**Total Project/Account:** \$16,800,000

**Expended/Encumbered to Date (Including this Item):** \$14,679,052

**Proposed Balance:** \$2,120,948

**Account #:** 210-3799-3179001-7111

**Fund/Dept/Project Description and Comments:**

Electric CIP / Substations Upgrades - GP&L Girvin Switch Station

**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

2024 Prop. CIP - Page 278

**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/26/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/26/2024



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. I.

**Meeting Date:** 03/05/2024

**Item Title:** GP&L and TMPA Transformer Services Contract Change Order

**Submitted By:** Steve Martin, GP&L Transmission  
Director

**Bid Number:** 1379-20

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**Purchase Justification:**

This request is to obtain change order No. 1 Blanket Services Contract 9740 for GP&L and TMPA transformer services. This change order is needed to accommodate extra capital expenses identified for GP&L and TMPA substations. Expenses associated with TMPA will be reimbursed at 100%.

**Evaluation:**

City Transformer Service was awarded the original BL 08305 with four (4) optional renewals in the amount of \$750,000.00 at the November 17, 2020 City Council Meeting. As competitive bids were not received for the change order, a Bid Recap is not included.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
City Transformer Service	All	\$1,250,000.00
	<b>TOTAL:</b>	<b>\$1,250,000.00</b>

**Basis for Award:**

Change Order

**Purchase Requisition #:**

51006

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**Fiscal Impact**

**Total Project/Account:** NA

**Expended/Encumbered to Date (Including this Item):** NA

**Proposed Balance:** NA

**Account #:** 451-6999

**Fund/Dept/Project Description and Comments:**

Term Contract sets price but does not commit funds. Expenses will be charged to GP&L and TMPA CIP accounts as appropriate.

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**Budget Type:**

CIP

**Fiscal Year:**

2024

**Document Location:**

2024 Prop CIP - Page 278

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**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/26/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/26/2024



**GARLAND**  
**PURCHASING REPORT**

**City Council Regular Session**

2. m.

**Meeting Date:** 03/05/2024

**Item Title:** Contract Award for Pavement Condition Index Services

**Submitted By:** Tony Irvin, Streets Director

**Bid Number:** 0622-24

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**Purchase Justification:**

This request is to award a contract to Roadway Asset Services, LLC in the amount of \$288,280 for conducting a pavement condition index (PCI) survey of the city's street and alley network. Primary project deliverables include a complete survey of the city street network to assign condition scoring, budget scenario runs to assist with planning and programming street improvement projects, GIS data integration, and reporting dashboards. The pavement survey will ultimately establish an aggregate condition score for the citywide street network. Upon completion of the project, staff will be equipped with tools to expand programming methodologies for street improvement projects managed by the Street Department. The City Council authorized funding for this assessment in the FY 2023-24 Adopted Budget.

**Evaluation:**

The pavement condition index survey services are available from Roadway Asset Services, LLC through the North Central Texas Council of Governments (NCTCOG) Cooperative Purchasing Contract 2022-063. As competitive bids were not received, a Bid Recap is not included.

**Award Recommendation:**

<i><b>Vendor</b></i>	<i><b>Item</b></i>	<i><b>Amount</b></i>
Roadway Asset Services, LLC	All	\$288,280.00
	<b>TOTAL:</b>	<b>\$288,280.00</b>

**Basis for Award:**

Cooperative Purchase

**Purchase Requisition #:**

51054

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**Fiscal Impact**

**Total Project/Account:** \$28,114,605

**Expended/Encumbered to Date (Including this Item):** \$11,320,214

**Proposed Balance:** \$16,794,391

**Account #:** 831-4692-7101

**Budget Type:**

Operating Budget

**Fiscal Year:**

2023-24

**Document Location:**

Page 218

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**Budget Director Approval:**

Allyson Bell Steadman

**Approval Date:**

02/28/2024

**Purchasing Director Approval:**

Gary L. Holcomb

**Approval Date:**

02/28/2024





**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Regular Session**

**3.**

**Meeting Date:** 03/05/2024

**GDC Amendment Related to Tree Mitigation Fee Reductions**

**Submitted By:** Will Guerin, Planning Director

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**Issue/Summary**

Consider adoption of the attached ordinance to amend the Garland Development Code to create a tree mitigation reduction criteria.

**Background**

The Development Services Committee has recommended an amendment to the Garland Development Code (GDC) that will create a criteria for developers to request tree mitigation fee reductions. Based on a points system, such criteria includes, but is not limited to, on-site additional parks, amenities and other "placemaking" features; low-impact development features such as rain gardens and bioswales; and enhanced landscaped entry features. This ordinance change would allow an administrative path for tree mitigation fee reduction requests, while getting certain tradeoffs that benefit the City of Garland and its residents as well.

**Consideration / Recommendation**

The Development Services Committee reported and recommended the attached ordinance during the February 19, 2024 City Council Work Session.

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**Attachments**

Draft Ordinance

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ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 4.61, "ADMINISTRATIVE APPROVAL OF ALTERNATIVE COMPLIANCE," OF ARTICLE IV, "TREE PRESERVATION & MITIGATION," OF CHAPTER 4, "SITE DEVELOPMENT," OF THE GARLAND DEVELOPMENT CODE OF GARLAND, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND SETTING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

Section 1

That Section 4.61, "Administrative Approval of Alternative Compliance," of Article 4, "Tree Preservation and Mitigation," of Chapter 4, "Site Development," of the Garland Development Code of the City of Garland, Texas, is hereby amended *in part, by addition of the below subsections (F) and (G)*, to read as follows:

**"Section 4.61 Administrative Approval of Alternative Compliance With Tree Replacement Requirements**

...

(F) The Planning Director is authorized to waive up to a maximum of fifty (50) percent (maximum of 50 points) of tree mitigation fees if the development or redevelopment provides for one or more of the following enhancements, with each enhancement eligible to receive up to the maximum of the points listed, and each point equaling one percent of tree mitigation fee reduction. Each enhancement and number of points to be received is subject to the approval of the Parks and Recreation Director or designee.

- (1) Enhanced and wider pedestrian, bicycle, or trail connections consistent with the City of Garland's Trails & Bikeways Master Plan. These enhancements may receive a minimum of twenty-five (25) points and up to a maximum of (50) fifty points, if approved.
- (2) Additional open space and "placemaking amenities" beyond minimum Garland Development Code requirements, such as pocket parks, ponds, seating

areas, and outdoor recreation facilities are eligible for additional points. Placemaking amenities are those amenities that strengthen the connection between people and the places they share. Placemaking refers to a collaborative process by which people can shape the public realm in order to maximize shared value.

The special amenities area must be fully identified on a landscape plan and provide a minimum of 2,500 square feet of contiguous open space. This enhancement is entitled to a minimum of 5 points, plus an additional 5 points for each 2,500 square feet above the initial 2,500 square feet of contiguous space, for a maximum of 25 possible points that may be provided, if approved.

- (3) Enhanced landscaped entry or corridor feature. The applicant may choose from pre-selected entry and gateway beautification effort for a maximum of thirty (30) points that may be provided, if approved.

- (a) Landscape Improvements. Five points for every two hundred and fifty (250) square feet of enhanced landscape improvements.

- (4) Low impact development. A low impact development is a development that practices using or mimicking natural processes that result in the infiltration, evapotranspiration, or use of stormwater in order to protect water quality and aide in runoff for the development. Up to a maximum of fifty (50) points may be provided for this enhancement, if approved.

- (a) Rain garden. A rain garden is a landscape with a shallow depression planted with native plants that captures, temporarily holds, and filters stormwater back into the ground. Up to a maximum of fifty (50) points may be provided for this enhancement, if approved.

- (i) if the size of the rain garden is 2,500 to 5,000 square feet it is eligible for up to ten (10) points; and

- (ii) for each additional 1,000 square feet of rain garden an additional ten (10) points may be given.
  - (b) Bioswale. A bioswale is a long, channeled depression or trench that receives rainwater runoff (as from a parking lot) and has vegetation (such as grasses, flowering herbs, and shrubs) and organic matter (such as mulch) to slow water infiltration and filter out pollutants. Up to a maximum of fifty (50) points per bioswale may be provided.
    - (i) Must be fifty (50) to one hundred (100) feet long. Up to ten (10) points maximum for first one hundred 100 feet; and
    - (ii) Each additional fifty (50) feet of bioswale may be eligible for ten (10) additional points.
  - (c) Water-wise plant materials and planting beds. The applicant may provide landscaping that uses water conservation techniques including water-wise plants, mulch, and efficient irrigation. Up to five points may be provided for this enhancement.
    - (i) For providing water conservation techniques in a minimum of fifty (50) percent of landscape areas, two points; or
    - (ii) If provided in a minimum of eighty (80) percent of landscape areas, then five points may be provided.
- (5) Engineered solutions in an urban streetscape for replacement trees. Twenty-five (25) points maximum. Soil volume must be a minimum of 480 cubic feet per required tree. A minimum of seventy-five (75) percent of required trees must meet the soil volume minimum for credits to apply.
  - (a) Minimum required soil volume: five points
  - (b) Increase in soil volume that is 10 percent

above minimum requirement: 15 points.

(c) Increase in soil volume that is 20 percent above minimum requirement: 20 points.

(d) Increase in soil volume that is 30 percent or greater above minimum requirement: 25 points.

(6) Additional proposed enhancements for consideration that meet the below Subsection G (five to ten points).

(G) The Planning Director shall use one or more of the following criteria to determine the amount of a tree mitigation fee waiver under above subsection (F):

(1) the extent to which the benefit(s) of the proposed enhancement(s) accomplish the express purpose and intent of this Article 4, as stated in above Section 4.54;

(2) the extent to which the proposed enhancements align with recommendations from the Garland Comprehensive Plan, Garland Trails & Bikeways Master Plan, Garland Economic Development Strategic Plan, and Garland Cultural Arts Master Plan;

(3) the extent to which the proposed enhancements roughly increase market value of the development or redevelopment;

(4) the extent to which the proposed enhancements promote energy, natural resource, and water conservation; and

(5) the extent to which the proposed enhancements promote the public, health, welfare, and safety."

## **Section 2**

That Chapter 4 of the Garland Development Code shall be and remain in full force and effect save and except as amended by this Ordinance.

## **Section 3**

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of

the City of Garland, Texas.

**Section 4**

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

**PASSED AND APPROVED** this the \_\_\_\_ day of \_\_\_\_\_, 2024.

**CITY OF GARLAND, TEXAS**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Secretary



**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Regular Session**

**4.**

**Meeting Date:** 03/05/2024

Fire Staffing Realignment

**Submitted By:** Kristen Smith, Managing Director

**Strategic Focus Area:** Safe Community

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**Issue/Summary**

Fire Staffing Realignment

**Background**

Council is asked to consider approving a revision to the 23-24 Civil Service Classifications & Compensation Ordinance to reflect realignment of one (1) Firefighter vacancy which will be utilized to create an additional Battalion Chief/Fire Marshal.

**Consideration / Recommendation**

Consider approving the amended Civil Service Classifications & Compensation Ordinance

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**Attachments**

FY 2023\_24 Civil Service Classifications and Compensation

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ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF GARLAND, TEXAS, ESTABLISHING CIVIL SERVICE CLASSIFICATIONS WITHIN THE POLICE AND FIRE DEPARTMENTS; PRESCRIBING THE NUMBER OF POSITIONS IN EACH CLASSIFICATION; PRESCRIBING THE BASE SALARY AND TYPES OF PAY FOR THOSE CLASSIFICATIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 143 of the Texas Local Government Code, the City Council shall establish certain classifications and shall prescribe the number of positions in each of these classifications by ordinance;

WHEREAS, the City Council has reviewed and approved a budget for the City for the fiscal year beginning October 1, 2023, and ending September 30, 2024; and

WHEREAS, the budget contains a program of planned expenditures for the police and fire departments, including changes to the operations and human resources of those departments.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

**Section 1**

That the City Council of the City of Garland, Texas, hereby establishes the classifications and number of authorized positions within each classification and the base salary and types of pay for those classifications as specified on "Exhibits A-1 through A-4" attached hereto and made a part hereof as if fully set forth herein.

**Section 2**

That this Ordinance shall take effect on March 5, 2024.

PASSED AND APPROVED this the \_\_\_\_ day of \_\_\_\_\_, 2024.

THE CITY OF GARLAND, TEXAS

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary



EXHIBIT "A-1"

**CIVIL SERVICE**  
Budgeted Positions

**POLICE**

**Total: 357**

Classification	Number of Positions Effective 10-01-2023
Police Officer	303
Police Supervisor	40
Police Captain	9
Assistant Chief	4
Police Chief	1
<b>Total</b>	<b>357</b>

**FIRE**

**Total: \*285**

Classification	Number of Positions Effective 10-01-2023
Firefighter*	148
Driver	72
Lieutenant	14
Captain	37
Battalion Chief	10
Assistant Chief	3
Fire Chief	1
<b>Total</b>	<b>285</b>

\*Includes nine newly requested Firefighter positions.

**EXHIBIT "A-2"**

**Civil Service  
Salary Schedules**

Effective 1/1/2024

**Police**

<b>Years</b>	<b>Step</b>	<b>Classification</b>	<b>Hourly</b>	<b>Annual</b>
Hire	1	Recruit	\$38.4999	\$80,080
Year 1	2	Officer 2	\$40.8480	\$84,964
Year 2	3	Officer 3	\$42.7766	\$88,975
Year 3	4	Officer 4	\$44.8040	\$93,192
Year 4	5	Officer 5	\$46.4039	\$96,520
Year 5	6	Officer 6	\$48.0224	\$99,887
Year 6	7	Officer 7	\$49.2189	\$102,375
Year 7	8	Officer 8	\$50.5317	\$105,106
Year 8	9	Officer 9	\$51.6865	\$107,508
Year 1	1	Supervisor 1	\$58.7093	\$122,115
Year 2	2	Supervisor 2	\$63.2646	\$131,590
Year 1	1	Captain 1	\$68.8857	\$143,282
Year 2	2	Captain 2	\$74.2132	\$154,364
Year 1	1	Assistant Chief 1	\$82.1615	\$170,896
Year 2	2	Assistant Chief 2	\$85.3602	\$177,549

**Fire**

<b>Years</b>	<b>Step</b>	<b>Classification</b>	<b>Staff*</b>	<b>Shift**</b>	<b>Annual</b>
Hire	1	Recruit 1	\$34.9279	\$24.9485	\$72,650
6 Months	2	Recruit 2	\$35.4087	\$25.2919	\$73,650
Year 1	3	Firefighter 3	\$36.9084	\$26.3632	\$76,770
Year 2	4	Firefighter 4	\$38.8185	\$27.7275	\$80,743
Year 3	5	Firefighter 5	\$40.7845	\$29.1318	\$84,832
Year 5	6	Firefighter 6	\$42.8508	\$30.6077	\$89,130
Year 7	7	Firefighter 7	\$43.8643	\$31.3316	\$91,238
Year 8.5	8	Firefighter 8	\$45.0144	\$32.1532	\$93,630
Year 1	1	Fire Driver 1	\$47.2651	\$33.7608	\$98,312
Year 2	2	Fire Driver 2	\$49.3461	\$35.2472	\$102,640
Year 1	1	Lieutenant 1	\$52.0867	\$37.2048	\$108,340
Year 2	2	Lieutenant 2	\$54.4234	\$38.8739	\$113,201
Year 1	1	Captain 1	\$57.6841	\$41.2029	\$119,983
Year 2	2	Captain 2	\$61.1260	\$43.6614	\$127,142
Year 1	1	Battalion Chief 1	\$65.4423	\$46.7445	\$136,120
Year 2	2	Battalion Chief 2	\$69.7119	\$49.7942	\$145,001
Year 1	1	Assistant Chief 1	\$79.9155	\$57.0825	\$166,224
Year 2	2	Assistant Chief 2	\$84.5946	\$60.4247	\$175,957

\* Staff - hourly rate calculated from 2080 hours per year

\*\* Shift - hourly rate calculated from 2912 hours per year

**EXHIBIT "A-3"**

**POLICE DEPARTMENT  
INCENTIVE PAY PLANS**

Effective 1/1/2024

**ELIGIBILITY:**

Must be a full-time, paid and duly sworn peace officer within the Garland Police Department.

**CERTIFICATION AND EDUCATION INCENTIVE PAY:**

**1. CERTIFICATION INCENTIVE**

- a) Per TCOLE Rules
- b) Available to all ranks
- c) Pay is not cumulative within Police Certification Incentives; eligible for the highest level achieved only

Description	Amount Per Month
1) Advanced Certification	\$75 per month
2) Master Certification	\$95 per month

**2. EDUCATION INCENTIVE**

- a) Per TCOLE Rules
- b) Available to all ranks
- c) Pay is not cumulative within Police Education Incentives; eligible for the highest level achieved only

Description	Amount Per Month
1) Bachelor's Degree	\$125 per month
2) Master's or Doctoral Degree	\$150 per month

## EXHIBIT "A-3" (Continued)

### ASSIGNMENT PAY:

#### 1. FIELD TRAINING OFFICER (FTO) ASSIGNMENT PAY

- a) Per TCOLE Rules
- b) Available to Police Officers assigned as a Field Training Officer
- c) Must be a graduate of the Police Academy for the Garland Police Department

Description	Amount Per Month
1) Officers designated by the Chief of Police as Field Training Officers (FTO) shall receive FTO Pay in compensation for this job assignment. This job assignment is of a temporary nature and can be removed at the discretion of the Chief of Police	\$250 per month

#### 2. PATROL ASSIGNMENT PAY

- a) Per TCOLE Rules
- b) Available to Police Officers and Lieutenants assigned to the Patrol Division for the majority of calendar year
- c) Must be a graduate of the Police Academy for the Garland Police Department

Description	Annual Amount
1) Patrol Officers and Patrol Lieutenants who spend the majority of the calendar year in that assignment	\$1,000 per year

## EXHIBIT "A-3" (Continued)

### SPECIAL PAY:

#### 1. BILINGUAL PAY

- a) Available to all ranks
- b) Pay is not cumulative within the Bilingual Pay; eligible for the highest level achieved only

Description	Amount Per Month
1) Certification by the State of Texas indicating proficiency in verbal bilingual skills.	\$100 per month
2) Certification by the State of Texas indicating proficiency in verbal and written bilingual skills.	\$150 per month

#### 2. LATERAL ACADEMY PAY

- a) Must be assigned to the Lateral Academy of the Garland Police Department as a student
- b) Must be licensed as a Texas Peace Officer or meet the eligibility requirements for TCOLE Reciprocity for Out-of-State Peace Officers, Federal Criminal Investigators and Military Police

Description	Amount Per Month
1) Be enrolled in and attending the first day of Garland Police Academy Lateral Academy	one-time remuneration of \$5000
2) Be enrolled in and attending the last day of the Garland Police Academy Lateral Academy.	one-time remuneration of \$5000

**EXHIBIT "A-4"**

**FIRE DEPARTMENT  
INCENTIVE PAY PLANS**

Effective 1/1/2024 unless otherwise noted

**ELIGIBILITY:**

Must be a Certified Texas Commission on Fire Protection (TCFP) Firefighter.

**CERTIFICATION AND EDUCATIONAL INCENTIVE PAY:**

**1. CERTIFICATION INCENTIVE**

- a) Per TCFP Rules
- b) Available to all ranks
- c) Must be in a non-probationary status
- d) Pay is not cumulative within TCFP Fire Certification Incentives; eligible for the highest level achieved only

Description	Amount Per Month
1) Intermediate	\$45 per month
2) Advanced	\$85 per month
3) Master	\$125 per month

**2. PARAMEDIC CERTIFICATION INCENTIVE**

- a) Per TCFP Rules
- b) Available to Operations and Staff Firefighter, Fire Driver, Fire Lieutenant and Fire Captain ranks only; Personnel assigned to the Fire Marshal's Office in the Inspector or Fire/Arson Investigator Sections are not eligible
- c) Must be in a non-probationary status

Description	Amount Per Month
1) Paramedic Must be certified by the State and be accepted by the City Medical Control Director and assigned to the position.	\$100 per month

2) Paramedics who staff an ambulance or work in the capacity of EMS SDO receive.	*\$40 per shift
<b>*Effective 10/1/2023</b>	

### 3. EDUCATION INCENTIVE

- a) Per TCFP Rules
- b) Available to all ranks
- c) Must be in a non-probationary status
- d) Pay is not cumulative within TCFP Fire Education Incentives; eligible for the highest level achieved only

Description	Amount Per Month
1. Bachelor's or Master's Degree + Intermediate Certification	\$50 per month
2. Bachelor's or Master's Degree + Advanced Certification	\$100 per month
3. Bachelor's Degree + Master Certification	\$150 per month
4. Master's Degree + Master Certification	\$200 per month

### ASSIGNMENT PAY:

#### 1. TRAINING DIVISION ASSIGNMENT PAYS

- a) Per TCFP Rules
- b) Available to Training Division Staff Firefighter, Fire Driver, Fire Lieutenant and Fire Captain ranks only
- c) Must be in a non-probationary status
- d) Pay is not cumulative within the Fire Instructor Assignment Pay; eligible for the highest level achieved only

Description	Amount Per Month
1) Instructor II Requires an annual minimum of twenty (20) hours of documented instruction for the GFD, in approved Fire or EMS subjects. Hours of instruction will be totaled from October 1st to September 30th of each fiscal year to qualify for the next fiscal year.	\$25 per month

2) Instructor III Must be assigned full time to Training Division	\$100 per month
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## 2. FIRE MARSHAL'S OFFICE ASSIGNMENT PAYS

- a) Per TCFP Rules
- b) Available to Fire Marshal's Office Staff Firefighter, Fire Driver, Fire Lieutenant and Fire Captain ranks only
- c) Must be in a non-probationary status
- d) Assigned personnel may receive both Inspector and Investigator Pay, if assigned to regular duties as an Investigator and Inspector

Description	Amount Per Month
1) Instructor II Assigned to the Public Education Section of the Fire Marshal's Office	\$25 per month
2) Fire Inspector Must be certified and assigned to Inspection and Prevention Section of Fire Marshal's Office	\$100 per month
3) Fire/Arson Investigator Must be certified and assigned to the Arson and Investigation Section of Fire Marshal's Office.	\$100 per month

## 3. STAFF ASSIGNMENT PAY

- a) Per TCFP Rules
- b) Available to all ranks assigned to Staff positions
- c) Must be in a non-probationary status

Description	% Pay
1) Staff Assignment Pay shall be for all non-exempt, sworn personnel assigned to a Staff position performing duties in the Support Services or Life and Safety Divisions of the Fire Department	2.7815% of Staff hourly rate



**EXHIBIT "A-4" (Continued)**

**SPECIAL PAY:**

**1. BILINGUAL PAY**

- a) Available to all ranks
- b) Must be in a non-probationary status
- c) Pay is not cumulative within the Bilingual Pay; eligible for the highest level achieved only

Description	Amount Per Month
1) Certification by the State of Texas indicating proficiency in verbal bilingual skills	\$100 per month
2) Certification by the State of Texas indicating proficiency in verbal and written bilingual skills	\$150 per month



**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Regular Session**

5.

**Meeting Date:** 03/05/2024

Ordinance Adopting FY 2023-24 Budget Amendment No. 1

**Submitted By:** Allyson Bell Steadman, Budget Director

**Strategic Focus Area:** Sound Governance and Finances

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**Issue/Summary**

Amend the 2023-24 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 2022-23 fiscal year.
- (3) Expenditures not anticipated in the 2023-24 Adopted Budget.

**Background**

At the February 19, 2024, Work Session, the City Council reviewed a City Council Staff Report (Exhibit A) recommending an amendment to the 2023-24 Adopted Annual Operating Budget (2023-24 Budget Amendment No. 1).

The Council directed staff to prepare an Ordinance amending the Budget for (1) projects approved in last year's Budget but uncompleted by the fiscal year-end, (2) the rollover of open Purchase Orders from the 2022-23 fiscal year, and (3) expenditures not anticipated in the 2023-24 Adopted Budget.

**Consideration / Recommendation**

Consider approval of an Ordinance amending the 2023-24 Adopted Budget.

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**Attachments**

Ordinance Amending the FY 2023-24 Annual Operating Budget

Exhibit A - City Council Staff Report - FY 2023-24 Budget Amendment No. 1

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ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023-24 OPERATING BUDGET (BUDGET AMENDMENT NO. 1), PROVIDING FOR SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND, THE INFRASTRUCTURE REPAIR & REPLACEMENT FUND, THE SANITATION FUND, THE STORMWATER MANAGEMENT FUND, THE FIREWHEEL FUND, THE ECONOMIC DEVELOPMENT FUND, THE TAX INCREMENT FINANCING #1 FUND, THE PARKS GRANT FUND, THE PUBLIC HEALTH / IMMUNIZATION GRANT FUND, THE INFORMATION TECHNOLOGY FUND, THE INFORMATION TECHNOLOGY PROJECT FUND, THE INFORMATION TECHNOLOGY REPLACEMENT FUND, AND VARIOUS FUNDS ASSOCIATED WITH PURCHASE ORDER ENCUMBRANCES; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the City Council approved the 2023-24 Operating Budget and appropriated the necessary funds out of the general revenues, grants, and other revenues for the maintenance and operation of various departments, activities, and improvements of the City;

**WHEREAS**, the City Charter provides that the City Council may approve any amendments and supplements to the budget as deemed necessary; and

**WHEREAS**, Council has reviewed and concurred with a City Council Staff Report that establishes the need for an operating appropriation in the Parks Grant Fund;

**WHEREAS**, Council has reviewed and concurred with a City Council Staff Report that establishes the need for changes to appropriations in the General Fund, the Infrastructure Repair & Replacement Fund, the Sanitation Fund, the Stormwater Management Fund, the Firewheel Fund, the Economic Development Fund, the Tax Increment Financing #1 Fund, the Public Health / Immunization Grant Fund, the Information Technology Fund, the Information Technology Project Fund, the Information Technology Replacement Fund, and various funds associated with purchase order encumbrances from the 2022-23 fiscal year;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS, THAT:**

### **Section 1**

The City Council of the City of Garland, Texas, hereby authorizes and approves an amendment to the 2023-24 Operating Budget (Budget Amendment No. 1) for the purposes and in the amounts as shown in Exhibit "A" (City Council Staff Report), attached hereto and incorporated herein by reference.

### **Section 2**

The City Council of the City of Garland, Texas, hereby amends Ordinance No. 7463, Section 1, adjusting operating appropriations in the General Fund, the Infrastructure Repair & Replacement Fund, the Sanitation Fund, the Stormwater Management Fund, the Firewheel Fund, the Economic Development Fund, the Tax Increment Financing #1 Fund, the Parks Grant Fund, the Public Health / Immunization Grant Fund, the Information Technology Fund, the Information Technology Project Fund, the Information Technology Replacement Fund, and various funds associated with Purchase Order encumbrances from the 2022-23 fiscal year, in the amounts and for the purposes specified in Exhibit A (City Council Staff Report), attached hereto.

### **Section 3**

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

**PASSED AND APPROVED** this the 5th day of March 5, 2024.

**CITY OF GARLAND, TEXAS**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Secretary



**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Work Session**

**Work Session Item 1.**

**Meeting Date:** 02/19/2024

**FY 2023-24 Budget Amendment No. 1**

**Submitted By:** Allyson Bell Steadman, Budget Director

**Strategic Focus Area:** Sound Governance and Finances

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**Issue/Summary**

Amend the 2023-24 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 2022-23 fiscal year.
- (3) Expenditures not anticipated in the 2023-24 Adopted Budget.

Attachment A, "Proposed Amendment by Fund," provides a summary of three categories outlined above by Fund as well as by Department for the General Fund.

**Background**

**1) Carryover of 2022-23 Incomplete Projects**

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

The FY 2022-23 Revised Budget for the TIF #1 Fund included \$188,319 in funding for the Downtown Development Office and Public Art Program that was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the TIF #1 Fund's FY 2023-24 operating appropriation by \$188,319 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 IT Replacement Fund for IT and Police Equipment Replacement**

The FY 2022-23 Revised Budget for the IT Replacement Fund included \$894,500 in funding for equipment replacements for the IT and Police Departments that was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the IT Replacement Fund's FY 2023-24 operating appropriation by \$894,500 to complete the equipment purchases.

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 Project Fund for Prior Year Projects**

The FY 2022-23 Revised Budget for the IT Project Fund included \$9,690,220 in funding for various projects that were not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the IT Project Fund's FY 2023-24 operating appropriation by \$9,690,220 to complete outstanding projects.

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 General Fund for the Home Improvement Incentive Program**

The FY 2022-23 Revised Budget for the General Fund included \$34,031 in funding for the Home Improvement Incentive Program that was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$34,031 to continue implementing the Home Improvement Incentive Program.

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 Police Flock Safety System**

The FY 2022-23 Revised Budget for the General Fund included \$192,000 in funding for additional cameras and the renewal of the Flock Safety System subscription. The contract was signed, but the funding was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$192,000 to complete the Flock Safety System subscription renewal and purchase additional cameras.

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

**(f) Rolled-Forward Funds in the Infrastructure Repair & Replacement Fund for Traffic Markings**

The FY 2022-23 Revised Budget for the Infrastructure Repair & Replacement Fund included \$9,269 in funding for traffic marking maintenance and replacement that was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the Infrastructure Repair & Replacement Fund's FY 2023-24 operating appropriation by \$9,269 to utilize these savings to support the Signs and Markings program approved in the FY 2023-24 Approved Budget.

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 General Fund for Library Tech-Logic Service Agreement**

The FY 2022-23 Revised Budget for the General Fund included \$141,750 in funding for the renewal of a Tech-Logic service agreement. The vendor extended the existing service agreement for an additional year, pushing the renewal of the service agreement to FY 2023-24. Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$141,750 to complete the Tech-Logic service agreement renewal.

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

**(h) Rolled-Forward Funds in the Economic Development Fund for the "Make Your Mark" Campaign**

The FY 2022-23 Revised Budget for the Economic Development Fund included \$346,130 in funding for the "Make Your Mark" campaign that was not spent or committed prior to the end of FY 2022-23. Budget Amendment No. 1 proposes to increase the Economic Development Fund's FY 2023-24 operating appropriation by \$346,130 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.

## **(2) Rolled-Forward Encumbrances from Fiscal Year 2022-23**

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 (2022-23), the City's practice has been to roll these encumbrances forward into the current fiscal year (2023-24). 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 2023-24 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 2023-24 year-end balance.

Budget Amendment No. 1 proposes that encumbrances totaling \$13,790,749 be rolled forward to 2023-24. Of the total rollover amount, \$2,568,103 is related to the General Fund. 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 2023-24 Adopted Budget**

### **(I) General Fund**

#### **(a) Cultural Arts - Events and Equipment**

Cultural Arts requests \$15,000 to hold a Cinco de Mayo event, \$160,000 to hold a July 4th event, and \$50,000 to purchase event equipment. The new Cinco de Mayo event will be held in conjunction with the May 3rd "Music Made Here" event. The July 4th "Red, White, and You" event will be held on July 3rd in the Downtown Square with an expanded pedestrian-only footprint and a contribution by Garland Power & Light for a drone show. Additionally, Cultural Arts requests to purchase production, audio, and lighting equipment due to the rising cost of renting equipment.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$225,000 for the two (2) events and event equipment. Funding for this request will come from excess, one-time balance reserves in the General Fund.

#### **(b) Cultural Arts - One (1) Full-Time Special Events Manager Position and One (1) Full-Time Department Coordinator Position**

Cultural Arts requests \$93,795 for the addition of a Full-Time Special Events Manager position and a Full-Time Department Coordinator position. The Special Events Manager is needed to produce the increasing number of events held each year, including one-time events such as GP&L's 100th anniversary event and Heritage Museum's 50th anniversary event. The Department Coordinator is needed to respond promptly to non-profit special event applications as the number of applicants has significantly increased. The Department Coordinator will oversee the communication with various City departments to garner appropriate approvals. The Department Coordinator will also assist Special Events Managers with purchase orders, invoicing, contracts, and other assigned duties, allowing Event Managers to focus on City-produced events. One-time purchases for new employee equipment are included in the request.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$93,795 for the two (2) new full-time positions. Funding for this request will come from excess, one-time fund balance reserves in the General Fund and ongoing revenue sources in the FY 2024-25 Operating Budget.

**(c) Animal Services - Two (2) Temporary Veterinary Technician Positions**

Animal Services requests \$77,500 for the addition of two (2) temporary Veterinary Technician positions. The new Technicians are required to handle increased surgeries and other medical services as the number of intakes and surrenders to the Shelter continues to grow.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$77,500 for the two (2) new temporary positions. Funding for this request will come from excess, one-time fund balance reserves in the General Fund and ongoing revenue sources in the FY 2024-25 Operating Budget.

**(d) Police - Conversion of Two (2) Full-Time Civil Service Positions to Four (4) Full-Time Non-Civil Service Positions**

At the January 9, 2024, Regular Session, Council approved the conversion of two (2) Full-Time Police Officer positions to four (4) Full-Time Non-Civil Service positions. Two (2) of the Non-Civil Service positions will be funded from the conversion of the Police Officer positions. The remaining two (2) will require additional funding. The Police Department does not intend to fill these positions immediately so they will be budgeted at minimum for 75% of the year and a total of \$60,435.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$60,435 for two (2) new full-time positions. Funding for this request will come from excess, one-time fund balance reserves in the General Fund and ongoing revenue sources in the FY 2024-25 Operating Budget.

**(e) Heritage Crossing - Events**

Heritage Crossing requests \$25,000 for the Summer 2024 City Hall Traveling Exhibit, MUMENTUS, and \$48,000 to celebrate the Landmark Museum's 50th anniversary. The Landmark Museum's 50th-anniversary event includes marketing, pole banners, signage, a free community event, and a "Party at the Pullman" for the public to celebrate this special milestone.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2023-24 operating appropriation by \$73,000 for the two (2) events. Funding for this request will come from excess, one-time balance reserves in the General Fund.

**(II) Other Funds**

**(a) Sanitation - Additional Costs for Studies and Models**

Sanitation requests \$30,000 for Sanitation studies and models. Funding was approved as part of the FY 2023-24 Operating Budget to cover a Commercial division feasibility study. Additional costs are required to fully assess the revenue-earning potential of the Commercial services division. The Sanitation Department maintains a Cost-of-Service model with the assistance of consultants and proposes to update the model for recent Commercial growth as part of this feasibility assessment.

Budget Amendment No. 1 proposes to increase the Sanitation Fund's FY 2023-24 operating appropriation by \$30,000 to assess the Cost-of-Service of running the Commercial division and assess the division's revenue growth potential. Funding for this request will come from excess, one-time fund balance reserves in the Sanitation Fund.



**(b) Sanitation - Asphalt Overlay for the Employee Parking Lots**

Sanitation requests \$80,000 for the demolition, excavation, disposal, and asphalt overlay of approximately 38,000 square feet consisting of three (3) severely damaged employee parking lots. An Overall Condition Index (OCI) assessment conducted in October of 2023 showed a score of 0 in one parking lot, and a score of 40 in the other two parking lots, supporting the need for immediate repair of these parking lots.

Budget Amendment No. 1 proposes to increase the Sanitation Fund's FY 2023-24 operating appropriation by \$80,000 to perform the asphalt overlay. Funding for this request will come from excess, one-time fund balance reserves in the Sanitation Fund.

**(c) Stormwater - Transfer to Two (2) Stormwater Capital Improvement Program (CIP) Projects**

At the February 6, 2024, Regular Session, Council approved the 2024 CIP which included transfers from the Stormwater Management Fund of \$150,000 to the Duck Creek Erosion Engineering CIP project and \$500,000 to the Flood Detection Devices and Automated Gates CIP project.

Budget Amendment No. 1 proposes to increase the Stormwater Management Fund's FY 2023-24 operating appropriation by \$650,000 to complete the two (2) CIP projects. Funding for this request will come from excess, one-time fund balance reserves in the Stormwater Management Fund.

**(d) Firewheel - Transfer to Firewheel CIP Project**

At the February 6, 2024, Regular Session, Council approved the 2024 CIP which included a transfer from the Firewheel Golf Fund of \$350,000 to the Firewheel Golf Park Improvements CIP project.

Budget Amendment No. 1 proposes to increase the Firewheel Fund's FY 2023-24 operating appropriation by \$350,000 to complete the CIP project. Funding for this request will come from excess, one-time fund balance reserves in the Firewheel Golf Fund.

**(e) Information Technology Fund - Dillon Morgan Consulting for Process Improvements**

At the December 12, 2023, Regular Session, Council approved a \$2.0 million contract to continue work with the Dillon Morgan Consulting (DMC) firm on process improvements throughout the City.

Budget Amendment No. 1 proposes to increase the Information Technology Fund's FY 2023-24 operating appropriation by \$2.0 million to complete the process of improvements. Funding for this request will come from one-time transfers from the General Fund, Electric Utility Fund, Water Utility Fund, Wastewater Utility Fund, Sanitation Fund, Stormwater Fund, Group Health Insurance Fund, Self Insurance Fund, Information Technology Fund, Facilities Management Fund, Fleet Services Fund, and Customer Service Fund in the FY 2023-24 Revised Budget.

**(f) Information Technology Fund - Two (2) Full-time PC Technician I Positions**

Information Technology requests \$110,725 for the addition of two (2) Full-Time PC technicians to help manage Information Technology Systems within the City. One-time purchases for new employee equipment are included in the request.

Budget Amendment No. 1 proposes to increase the Information Technology Fund's FY 2023-24 operating appropriation by \$110,725 for the three (2) full-time positions. Funding for this request will come from excess, one-time fund balance reserves in the Information Technology Fund and increased ongoing transfers from various funds in the FY 2024-25 Operating Budget.

**(g) Information Technology Fund - Two (2) Contractors for Workday Implementation**

Information Technology requests \$382,200 for the services of two (2) contractors to help with the new Workday System. The contractors will assist staff with further improvements to the HR/Payroll functionality of the system as well as the implementation of the Financial functionality of the system.

Budget Amendment No. 1 proposes to increase the Information Technology Fund's FY 2023-24 operating appropriation by \$382,200 for contract labor related to the new Workday System. Funding for this request will come from one-time transfers from the General Fund, Electric Utility Fund, Water Utility Fund, Wastewater Utility Fund, Sanitation Fund, Stormwater Fund, Group Health Insurance Fund, Self Insurance Fund, Information Technology Fund, Facilities Management Fund, Fleet Services Fund, and Customer Service Fund in the FY 2023-24 Revised Budget.

**(h) Parks Grant Fund - One (1) Full-Time Urban Forester**

Parks requests \$211,462 for the addition of one (1) Full-Time Urban Forester, funded by \$1,000,000 U.S. Forest Service Grant over the next five (5) years. The City's match for the grant will come from Tree Mitigation funding. The position will oversee the Cities Urban Forest including maintaining and keeping the tree inventory up to date, assisting periodically with landscape/tree survey plan reviews, overseeing the grant to help the city become more resilient to climate change, increasing the urban tree canopy, and improve the overall forest health conditions to create safer access to tree benefits, especially in underserved communities. One-time purchases for new employee equipment and operational costs are included in the request.

Budget Amendment No. 1 proposes to create a Parks Grant Fund and appropriate \$211,462 in operating expenditures for the full-time position. Funding for this request will come from the U.S. Forest Service Grant.

**(i) Public Health Grant Fund - Opioid Abatement Settlement**

In late FY 2022-23, Garland received \$131,923 in funding from the Opioid Abatement Local Operating Trust Fund. The state of Texas participated in settlement agreements with different companies to resolve legal claims against them for their role in the opioid crisis. The proceeds from the settlements were then distributed to participating counties and municipalities to address opioid-related harms in their communities. Due to the timing of the receipt of the funds, the funds were not appropriated in the FY 2022-23 Revised Budget. \$114,308 of the funding was not spent or committed prior to the end of FY 2022-23.

Budget Amendment No. 1 proposes to increase the Public Health Grant Fund's FY 2023-24 operating appropriation by \$114,308 for the use of Opioid Abatement Settlement funds by Fire, Police, and Public Health, including \$50,000 for Police mass casualty trauma kits. Funding for this request will come from the Opioid Abatement Local Operating Trust Fund distribution.

**Consideration / Recommendation**

**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 5, 2024, Regular Meeting.

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**Attachments**

Attachment A - Schedule of Proposed Amendment by Fund

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# ATTACHMENT A

## Proposed Amendment by Fund

Proposed Budget Amendment No. 1  
FY 2023-24 Operating Budget

	Carryover of FY 22-23 Projects	Open PO Rollover	Expenditures Not Anticipated in FY 23-24	Total Budget Amendments
<b>REVENUES AND EXPENDITURES</b>				
<b>Sources of Funds:</b>				
Parks Grant Fund - Revenue	\$0	\$0	\$211,462	\$211,462
Transfer to Information Technology Fund from Various	0	0	2,382,200	2,382,200
Fund Balance - Prior Year	11,496,219	13,790,749	1,864,763	27,151,731
Total Funds Provided	<u>\$11,496,219</u>	<u>\$13,790,749</u>	<u>\$4,458,425</u>	<u>\$29,745,393</u>
<b>Use of Funds - Expenditures:</b>				
General Fund (See Detail in Notes)	\$367,781	\$2,568,103	\$529,730 *	\$3,465,614
Electric Utility Fund	0	1,732,545	0	1,732,545
Water Utility Fund	0	586,740	0	586,740
Wastewater Utility Fund	0	217,454	0	217,454
Infrastructure Repair & Replacement Fund	9,269	762,189	0	771,458
Sanitation Fund	0	187,199	110,000	297,199
Stormwater Management Fund	0	607,544	650,000	1,257,544
Firewheel Fund	0	0	350,000	350,000
Recreation Performance Fund	0	48,211	0	48,211
Heliport Fund	0	3,000	0	3,000
Hotel/Motel Tax Fund	0	79,780	0	79,780
Economic Development Fund	346,130	251,946	0	598,076
TIF #1 Fund	188,319	56,350	0	244,669
Group Health Insurance Fund	0	18,346	0	18,346
Public Safety Grant Fund	0	2,289	0	2,289
Parks Grant Fund	0	0	211,462 *	211,462
Public Health / Immunization Grant Fund	0	3,145	114,308	117,453
Equipment Replacement Fund	0	4,926,097	0	4,926,097
Customer Service Fund	0	5,445	0	5,445
Facilities Management Fund	0	895,229	0	895,229
Information Technology Fund	0	748,197	2,492,925 *	3,241,122
IT Project Fund	9,690,220	0	0	9,690,220
IT Replacement Fund	894,500	86,350	0	980,850
Warehouse Fund	0	4,590	0	4,590
Total Expenditures	<u>\$11,496,219</u>	<u>\$13,790,749</u>	<u>\$4,458,425</u>	<u>\$29,745,393</u>

\* Requests that are Ongoing will be funded with excess, one-time fund balance reserves in FY 2023-24. This is a total of **\$553,917** and will require the appropriation of Ongoing Funding in FY 2024-25. Of this amount, the ongoing amount associated with the Parks Grant Fund (\$211,462) will be funded with a five-year grant award.

## ATTACHMENT A

### Proposed Amendment by Fund

**Proposed Budget Amendment No. 1  
FY 2023-24 Operating Budget**

	<u>Carryover of FY 22-23 Projects</u>	<u>Open PO Rollover</u>	<u>Expenditures Not Anticipated in FY 23-24</u>	<u>Total Budget Amendments</u>
<b>REVENUES AND EXPENDITURES</b>				
<b><u>Notes:</u></b>				
General Fund -				
Animal Services	\$0	\$0	\$77,500 *	\$77,500
City Attorney	0	1,146	0	1,146
City Secretary	0	2,277	0	2,277
Code Compliance	0	409	0	409
Cultural Arts	0	261,876	391,795 *	653,671
Emergency Management	0	89,198	0	89,198
Finance	0	1,491	0	1,491
Fire	0	94,858	0	94,858
Health	0	2,472	0	2,472
Landfill	0	202,061	0	202,061
Library	141,750	31,495	0	173,245
Municipal Court	0	358	0	358
Neighborhood Vitality	34,031	15,820	0	49,851
Parks and Recreation	0	635,793	0	635,793
Planning & Development	0	55,769	0	55,769
Police	192,000	408,393	60,435 *	660,828
Purchasing	0	1,258	0	1,258
Tax Collection	0	502	0	502
Transportation	0	361,558	0	361,558
Non-Departmental	0	401,369	0	401,369
Sub-Total General Fund	<u>\$367,781</u>	<u>\$2,568,103</u>	<u>\$529,730</u>	<u>\$3,465,614</u>

\* General Fund requests with an **Ongoing Obligation total \$231,730** and will require the appropriation of Ongoing Funding in FY 2024-25. Requests that are Ongoing will be funded with excess, one-time fund balance reserves in FY 2023-24.



**GARLAND**  
**CITY COUNCIL STAFF REPORT**

**City Council Regular Session**

6.

**Meeting Date:** 03/05/2024

Notice of Intent to Issue Certificates of Obligation

**Submitted By:** Matt Watson, Chief Financial Officer

**Strategic Focus Area:** Sound Governance and Finances

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**Issue/Summary**

On February 6, 2024 Council adopted the 2024 Capital Improvement Program (CIP), which contemplates a Certificate of Obligation (CO) bond sale in the amount of approximately \$37.8 million to fund a portion of the CIP. Council is asked to consider approving a notice of intent resolution at the March 4, 2024 Regular Meeting to provide legal authorization for the certificates. Approval of the notice of intent resolution will not obligate the City to issue debt and the total amount of issuance in the notice will match the CO funding requirements of the Council Adopted 2024 CIP.

**Background**

The City Manager formally submitted the proposed CIP to Council on January 8, 2024 and staff made copies of the proposed CIP available for public inspection and review the next day in libraries and the City Secretary's Office. The City Council held a Special Budget Work Session on January 20, 2024, to review the proposed program. In addition, a Public Hearing on the Proposed CIP was held on January 23, 2024. The 2024 Capital Improvement Program was adopted by Council on February 6, 2024 and requires the issuance of Certificates of Obligation. The CO's will fund approximately \$37.8 million in projects. In compliance with City Council's Financial Policy, Certificates of Obligation debt is issued so the debt maturities are aligned with the useful lives of the capital improvements being funded. CO principal maturities range from 5 years to 20 years. CO's require approval by Council and publication of a notice of intention for issuance.

**Consideration / Recommendation**

Since neither cash nor voter authorized bonds are available to fund a portion of the 2024 CIP, staff requests the issuance of Certificates of Obligation.

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**Attachments**

Notice of Intent

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THE STATE OF TEXAS  
COUNTIES OF DALLAS, COLLIN AND ROCKWALL  
CITY OF GARLAND

1. The City Council of the City (the "City Council") convened in REGULAR MEETING ON THE 5TH DAY OF MARCH, 2024, at the designated meeting place, and the roll was called of the duly constituted officers and members of the City Council, to wit:

City Secretary

RESOLUTION DIRECTING THE PUBLICATION OF NOTICE OF INTENTION TO  
ISSUE CERTIFICATES OF OBLIGATION OF THE CITY OF GARLAND; AND  
PROVIDING FOR AN EFFECTIVE DATE

ABSTAIN:

2. That a true, full and correct copy of the aforesaid Resolution adopted at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that the Resolution has been duly recorded in the City Council's minutes of the Meeting; that the above and foregoing paragraph is a true, full and correct excerpt from the City Council's minutes of the Meeting pertaining to the adoption of the Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the City Council as indicated therein; that each of the officers and members of the City Council was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid Meeting, and that the Resolution would be introduced and considered for adoption at the Meeting, and each of the officers and members consented, in advance, to the holding of the Meeting for such purpose, and that the Meeting was open to the public and public notice of the time, place and purpose of the meeting was given, all as required by Chapter 551, Texas Government Code.

3. That the Mayor of the City (or the Mayor Pro-tem in the absence of the Mayor) has approved and hereby approves the aforesaid Resolution; and that the Mayor (or the Mayor Pro-tem in the absence of the Mayor) and the City Secretary of the City hereby declare that their signing of this Certificate shall constitute the signing of the attached and following copy of the Resolution for all purposes.

SIGNED AND SEALED the 5th day of March, 2024.

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City Secretary

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Mayor

(SEAL)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION  
DIRECTING THE PUBLICATION OF NOTICE OF INTENTION TO ISSUE  
CERTIFICATES OF OBLIGATION  
OF THE CITY OF GARLAND;  
AND PROVIDING FOR AN EFFECTIVE DATE

THE STATE OF TEXAS	‘
COUNTIES OF DALLAS, COLLIN AND ROCKWALL	‘
CITY OF GARLAND	‘

WHEREAS, it is deemed necessary and advisable that the Notice of Intention to Issue Certificates of Obligation be given as hereinafter provided; NOW, THEREFORE,

BE IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS THAT:

SECTION 1. Attached hereto is a form of "NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION OF THE CITY OF GARLAND", the form and substance of which are hereby adopted and approved and made a part of this Resolution for all purposes.

SECTION 2. The City Secretary shall cause said NOTICE, in substantially the form attached hereto, to be published once a week for two consecutive weeks in a newspaper of general circulation in the City, with the date of the first publication to be at least forty-six (46) days before the date tentatively set for the passage of the Resolution authorizing the issuance of such Certificates of Obligation. And further that the City Secretary shall cause said NOTICE, in substantially the form attached hereto, to be posted continuously on the City's Internet website for at least 45 days before the date tentatively set for the passage of the Resolution authorizing the issuance of the Certificates of Obligation.

SECTION 3. This Resolution shall become effective immediately upon its passage and approval.



THE STATE OF TEXAS  
COUNTIES OF DALLAS, COLLIN AND ROCKWALL  
CITY OF GARLAND

NOTICE OF INTENTION  
TO ISSUE CERTIFICATES OF OBLIGATION  
OF THE CITY OF GARLAND

THE CITY OF GARLAND, in the Counties of Dallas, Collin and Rockwall, Texas, hereby gives notice of its intention to issue CITY OF GARLAND CERTIFICATES OF OBLIGATION, in accordance with the Certificate of Obligation Act of 1971, as amended and codified, and other applicable laws, in the maximum principal amount of \$45,000,000 for the purpose of paying all or a portion of the City's contractual obligations incurred pursuant to contracts for the purchase, construction, renovation and acquisition of certain real and personal property, to wit: (a) acquiring, constructing, renovating, improving, installing and equipping park and recreational improvements and the acquisition of land and interests in land related thereto; (b) constructing, renovating and equipping municipal drainage improvements; (c) constructing and improving streets, including related sidewalks, cycle paths, signage and signalization, landscaping, streetscaping, drainage, utility line relocations and the acquisition of land and rights-of-way therefor; (d) acquisition of vehicles and equipment for the fire, police, and stormwater management departments and programs; (e) constructing, renovating, installing and equipping of buildings, streets and traffic control facilities, and public safety facilities for the police and fire departments, stormwater management department, parks and recreation department, and street department; (f) acquisition of vehicles and equipment for, and acquiring, constructing, installing and equipping additions, extensions, renovations and improvements for the City's sanitation department, including the landfill and transfer station; (g) constructing, equipping and improving information management services systems; (h) acquiring, constructing, renovating, improving and equipping existing municipal buildings, including HVAC replacement/upgrades, roof replacement, parking lot upgrades, and safety upgrades; and (i) for the purpose of paying all or a portion of the City's contractual obligations for professional services, including engineers, architects, attorneys, map makers, auditors, and financial advisors, in connection with said projects and said Certificates of Obligation. The City proposes to provide for the payment of such Certificates of Obligation from the levy and collection of ad valorem taxes in the City as provided by law, and a limited pledge of the net revenues derived by the City from the ownership and operation of the City's Water and Sewer System. The City Council of the City tentatively proposes to authorize the issuance of such Certificates of Obligation, in one or more series, at a meeting commencing at 7:00 p.m. on May 7, 2024, in the City Council room at the Garland City Hall, 200 N. Fifth Street, Garland, Texas. In the event that the City Council will be unable to meet at the Garland City Hall on May 7, 2024, the City will post on its website, [www.garlandtx.gov](http://www.garlandtx.gov), information for persons to attend the meeting by telephone, teleconference or other electronic means.

The maximum interest rate for such Certificates of Obligation will not exceed the maximum legal interest rate, the maximum maturity date for such Certificates of Obligation is February 15, 2044, and the estimated combined principal and interest required to pay such Certificates of Obligation to be authorized on time and in full is \$56,893,976.

The City currently has outstanding debt obligations secured by and payable from ad valorem taxes equal to \$351,600,000 in principal amount and \$462,426,684 in combined principal and interest required to pay such outstanding debt obligations on time and in full.

CITY OF GARLAND, TEXAS

By:



**GARLAND**  
**PLANNING REPORT**

**City Council Regular Session**

**7. a.**

**Meeting Date:** 03/05/2024

**Item Title:** Z 24-01 Jesus Arellano (District 1)

**Submitted By:** Matthew Wolverton, Development Planner

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**REQUEST**

Approval of a Change of Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District.

**LOCATION**

1717 Ben Davis Road

**OWNER**

Jesus Arellano

**PLAN COMMISSION RECOMMENDATION**

On February 12, 2024, the Plan Commission, by a vote of eight (8) to zero (0), recommended approval of a Change of Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District.

**STAFF RECOMMENDATION**

Approval of a Change of Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District.

**BACKGROUND**

The applicant proposes to change the zoning designation of the vacant lot from Agricultural (AG) District to Single Family-Estate (SF-E) District to construct one (1) single-family detached house.

The subject property is approximately 1.676 acres, or 72,995 square feet. The Garland Development Code (GDC) requires a minimum of two (2) acres in the Agricultural (AG) District to build a single-family house. The minimum lot size for SF-E is 30,000 square feet.

**SITE DATA**

The 1.676-acre site is accessed from Ben Davis Road.

**CAPTION**

**Consider a request by Jesus Arellano, proposing a zoning change from Agricultural (AG) District to Single-Family-Estate (SF-E) District to build a single-family home. The site is located at 1717 Ben Davis Road in District 1.**

*Consider and take appropriate action on the application of Jesus Arellano, requesting approval of a Change in Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District. This property is located at 1717 Ben Davis Road. (District 1) (File Z 24-01)*

**USE OF PROPERTY UNDER CURRENT ZONING**

The subject property is zoned Agricultural (AG) District and currently contains a barn and a shed. There was previously a house on the site, but it has since been demolished.

The Agricultural (AG) District is intended for vacant land which is not yet ready for development, land which is used for agricultural or open space purposes, land which due to its topography or location within a floodplain or other undevelopable area is not anticipated to be developed for more intense use, and land which has been newly annexed into the City of Garland. Land that has been newly annexed into the city is initially zoned Agricultural until it is zoned another more permanent zoning classification in the future. Single-family uses on large lots are appropriate in this

district.

## CONSIDERATIONS

1. The request is a traditional rezoning without the formation of a Planned Development (PD) District. These requests do not require Concept Plan or Detail Plan approval to commence or direct development. Development is dependent on the standards set forth by the GDC and the goals and policies established within the Envision Garland 2030 Comprehensive Plan. This Change in Zoning is not intended to restrict uses or secure development performances beyond what is permitted within the proposed zoning district and the GDC. Accordingly, the GDC requires careful consideration as to how closely the proposed district follows the policies of the Envision Garland 2030 Comprehensive Plan, and to what degree the rezoning will affect surrounding and future development.
2. The Single-Family Residential districts are intended to provide for development of primarily low-density detached, single-family residences on a variety of lot sizes, churches, schools, and public parks in logical, livable, and sustainable neighborhoods. The Single-Family-Estate (SF-E) District is intended for larger single-family lots (30,000 square-foot minimum).
3. In the event the Zoning Change request is approved, the applicant will need to proceed with the platting of the subject property and securing permits prior to commencing construction. It will be during the permitting process that staff will review the proposed development and verify compliance with all the applicable regulations.

## COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Parks and Open Space in this general area. Private Parks and Open Space areas also include a variety of parks and related amenities in residential subdivisions as well as retail and commercial areas. Facilities and amenities range from landscaped entryways and medians to small playgrounds; to play fields, swimming pools, and golf courses, and other amenities including cemeteries, lakes, creeks, and other natural areas. These private lands play an essential role by contributing to the overall community park and open space system. Although internal pathways and roads typically connect private facilities, connections to the community mobility network provide transportation options to residents, visitors, and employees, enabling travel outside the immediate area.

Development of a single-family home on the subject property does not preclude future parks and open space opportunities in this general area.

## COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The properties to the South, West, and East are zoned Agricultural (AG) District and contain single-family detached homes and open land. The property to the North of the site is zoned Planned Development (PD) District 05-54 for Single-Family-7 (SF-7) uses and includes a residential subdivision.

The proposed use is generally compatible with the surrounding area.

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### Attachments

Z 24-01 Location Map  
Z 24-01 R&M  
Z 24-01 Responses  
Z 24-01 Staff Presentation

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0 100 200 Feet  
1 inch = 153 feet

## ZONING MAP Z 24-01

 INDICATES AREA OF REQUEST

1717 Ben Davis Road

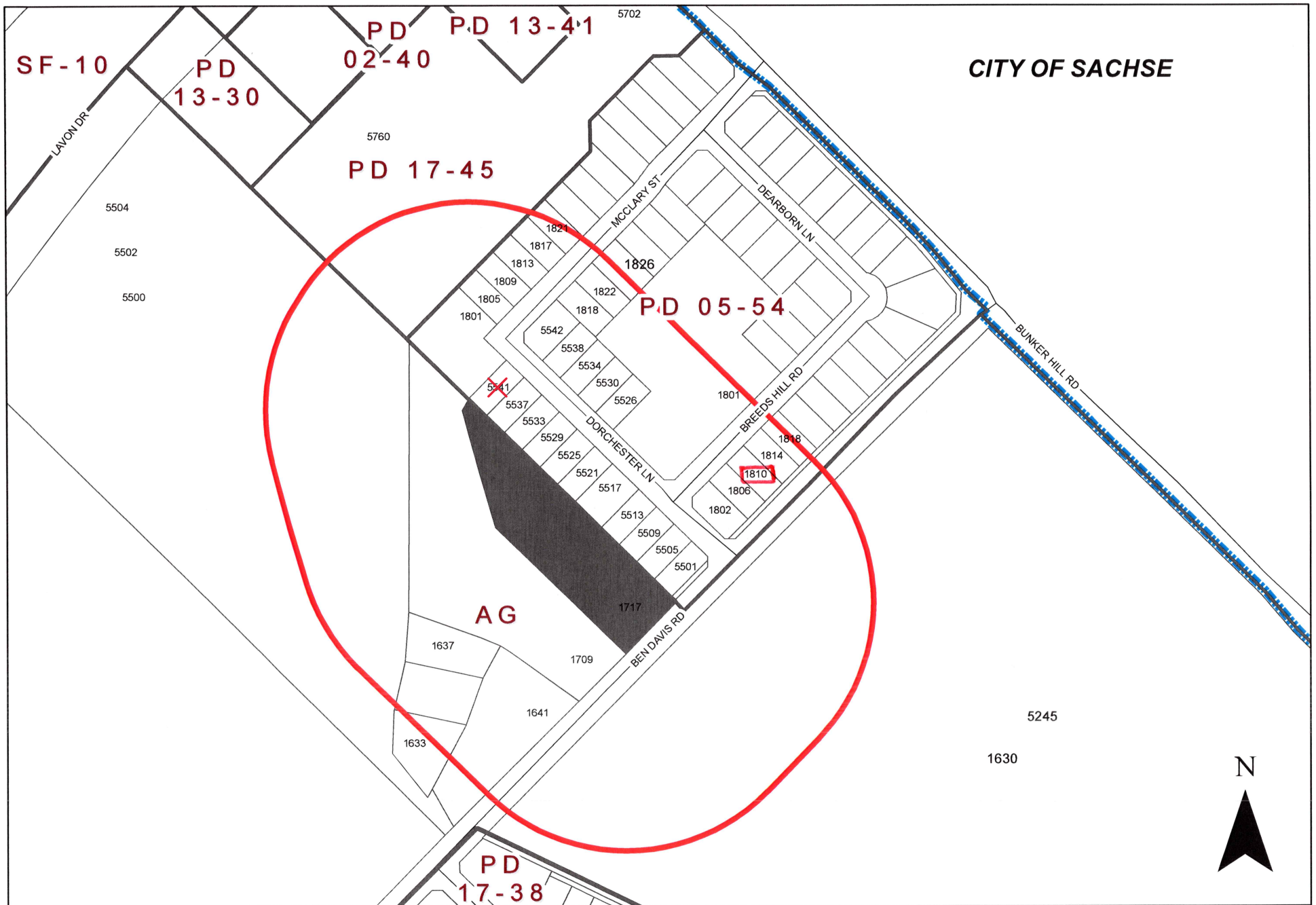


## REPORT & MINUTES

### P.C. Meeting, February 12, 2024

**3a. APPROVED** Consideration of the application of **Jesus Arellano**, requesting approval of a Change in Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District. This property is located at 1717 Ben Davis Road. (District 1) (File Z 24-01).

**Motion** was made by Commissioner Aubin to **approve** the application as presented. Seconded by Commissioner Jenkins. **Motion carried: 8 Ayes, 0 Nays.**



0 160 320 Feet

1 inch = 255 feet

**ZONING MAP Z 24-01**

INDICATES AREA OF REQUEST

INDICATES NOTIFICATION AREA

**1717 Ben Davis Road**

# Comment Form

## Case Z 24-01

Z 24-01 Jesus Arellano. The applicant is proposing a zoning change from Agricultural (AG) District to Single-Family-Estate (SF-E) District to build a single-family home. The site is located at 1717 Ben Davis Road. (District 1)

Z 24-01 Jesus Arellano. El solicitante propone un cambio de zonificación del distrito agrícola (AG) al distrito unifamiliar (SF-E) para construir una vivienda unifamiliar. El sitio está ubicado en 1717 Ben Davis Road. (Distrito 1)

Z 24-01 Jesus Arellano. Người nộp đơn đang đề xuất thay đổi quy hoạch từ Quận Nông nghiệp (AG) sang Quận dành cho một gia đình (SF-E) để xây dựng một ngôi nhà dành cho một gia đình. Địa điểm tọa lạc tại 1717 Ben Davis Road. (Quận 1)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002./ Por favor Complete la siguiente información y envíe el formulario por correo electrónico a [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002./ Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

TODD AUSTIN - PROPERTY OWNER

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

1810 BREEDS HILL ROAD

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

GARLAND, TX

City, State / Estado de la Ciudad / Thành bang

75040

Zip Code / Código postal / Mã Bưu Chính

02/08/2024

Signature / Firma / Chữ ký

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)



# Comment Form

## Case Z 24-01

Z 24-01 Jesus Arellano. The applicant is proposing a zoning change from Agricultural (AG) District to Single-Family-Estate (SF-E) District to build a single-family home. The site is located at 1717 Ben Davis Road. (District 1)

Z 24-01 Jesus Arellano. El solicitante propone un cambio de zonificación del distrito agrícola (AG) al distrito unifamiliar (SF-E) para construir una vivienda unifamiliar. El sitio está ubicado en 1717 Ben Davis Road. (Distrito 1)

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Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002./ Por favor Complete la siguiente información y envíe el formulario por correo electrónico a [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíe por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002./ Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới [Planning@garlandtx.gov](mailto:Planning@garlandtx.gov); giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Theodore Powers

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

5541 Dorchester Ln

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland TX

City, State / Estado de la Ciudad / Thành bang

75404

Zip Code / Código postal / Mã Bưu Chính



Signature / Firma / Chữ ký

2/18/2024

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)





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The applicant requests approval of a Change in Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District, to allow for a single-family home.

# City Council Meeting

March 05, 2024

Z 24-01

# CASE INFORMATION

Location: 1717 Ben Davis Road

Applicant: Jesus Arellano

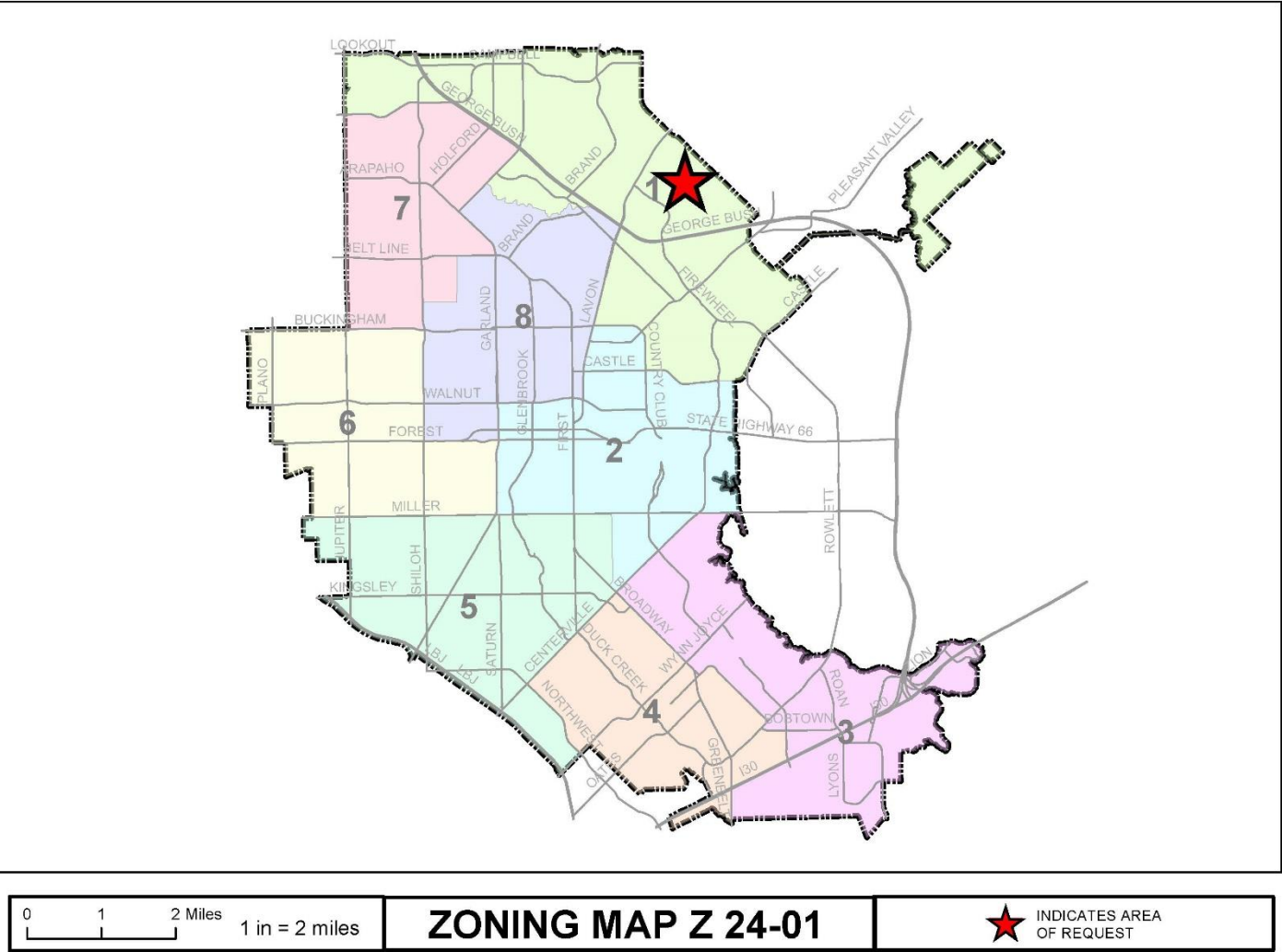
Owner: Jesus Arellano

Acreage: 1.676 acres

Zoning: Agricultural (AG) District



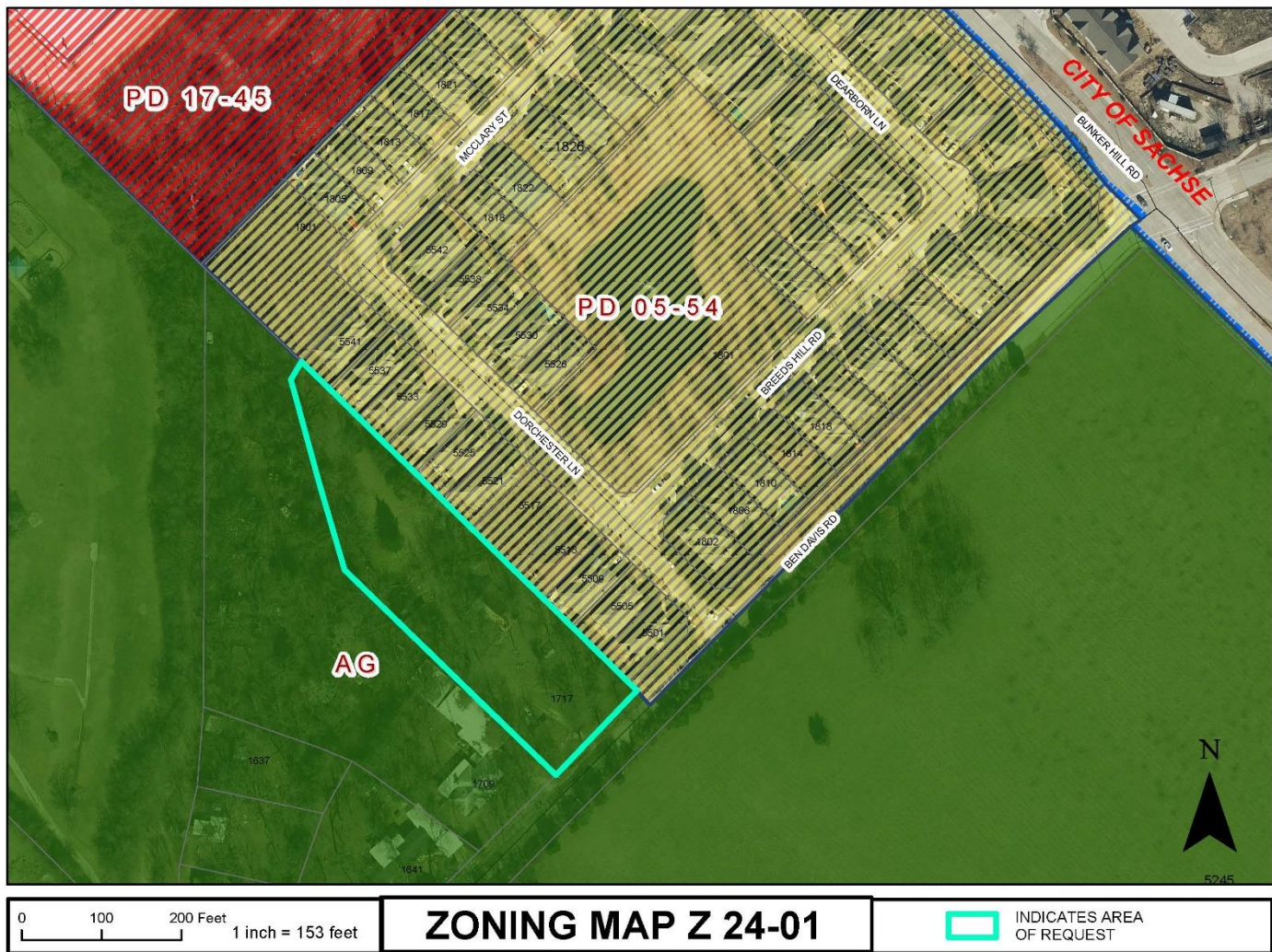
# CITYWIDE LOCATION MAP





**GARLAND**  
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# LOCATION MAP




1717 Ben Davis Road

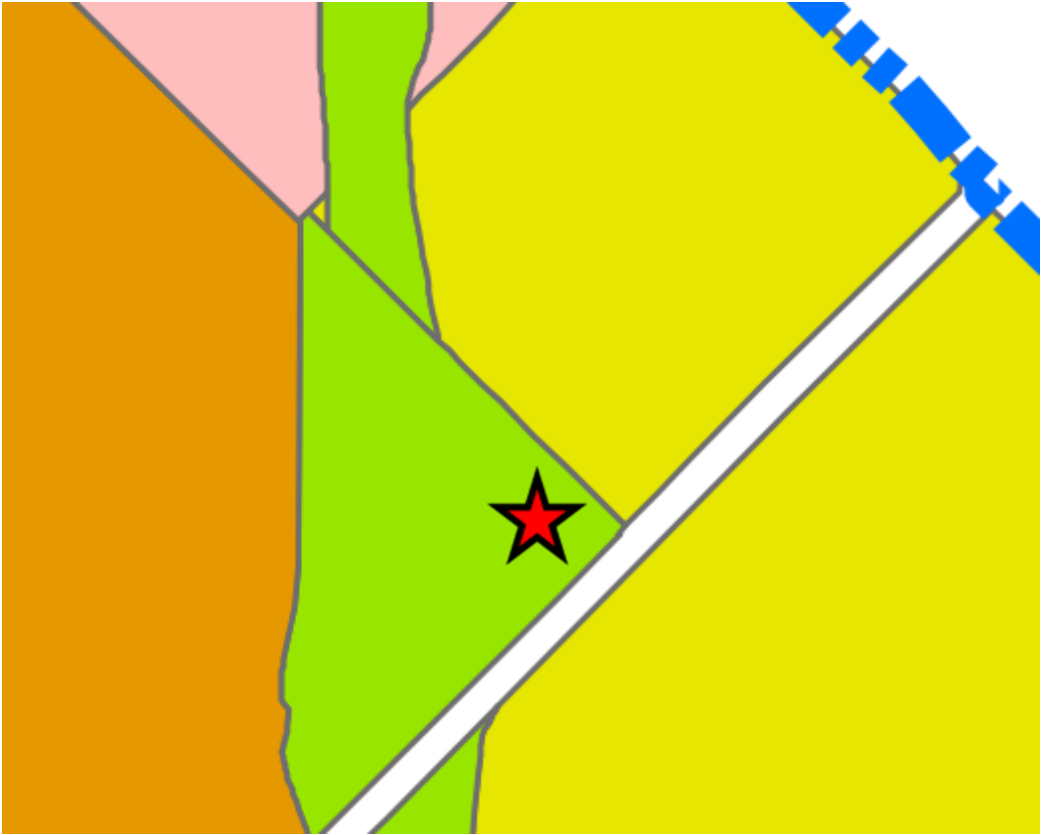
**Z 24-01**



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# COMPREHENSIVE PLAN

 Parks and Open Space  
(Private)





# COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Parks and Open Space in this general area. Private Parks and Open Space areas also include a variety of parks and related amenities in residential subdivisions as well as retail and commercial areas. Facilities and amenities range from landscaped entryways and medians to small playgrounds; to play fields, swimming pools, and golf courses, and other amenities including cemeteries, lakes, creeks, and other natural areas. These private lands play an essential role by contributing to the overall community park and open space system. Although internal pathways and roads typically connect private facilities, connections to the community mobility network provide transportation options to residents, visitors, and employees, enabling travel outside the immediate area.

Development of a single-family home on the subject property does not preclude future parks and open space opportunities in this general area.

# CONSIDERATIONS

The GDC requires a minimum of two (2) acres in the Agricultural (AG) District to build a single-family house. The subject property is approximately 1.676 acres, or 72,995 square feet. The minimum lot size for SF-E is 30,000 square feet.

The request is a traditional rezoning without the formation of a Planned Development (PD) District. These requests do not require a Concept Plan nor Detail Plan approval to commence or direct development.



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# PHOTOS

**Z 24-01**



View of the subject property looking West from Ben Davis Road



View from the subject property looking East across Ben Davis Road

**Z 24-01**





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# PHOTOS



View from the subject site looking North up Ben Davis Road



View from the subject site looking South down Ben Davis Road

Z 24-01



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# STAFF RECOMMENDATION

Approval of a Change of Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District.

Z 24-01

# PLAN COMMISSION RECOMMENDATION

On February 12, 2024, the Plan Commission, by a vote of eight (8) to zero (0), recommended approval of a Change of Zoning from Agricultural (AG) District to Single-Family-Estate (SF-E) District.