

Council Chambers at City Hall
Tuesday, April 1, 2025
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 for a full list of meeting dates.

The Council Chambers at Garland City Hall is wheelchair accessible, and ADA parking is available on State Street as well as in the public parking garage behind City Hall. Persons who may need assistive listening devices or interpretation/translation services are asked to contact the City Secretary's Office at 972-205-2404 as soon as possible prior to the meeting so that we may do all we can to provide appropriate arrangements.

Garland City Council meetings are livestreamed and available on-demand at GarlandTX.tv. They are also broadcast on Spectrum Channel 16, Frontier Channel 44 and AT&T Uverse Channel 99. Closed captioning is available for each in English and Spanish.

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.

- Pet of the Month

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. Approve the minutes of the March 18, 2025 Regular Meeting

2. Approve the following bids:

- a. GP&L Brand Road to Ben Davis 138kV Transmission Line Rebuild Engineering Services Bid No. 0805-25

Burns & McDonnell Engineering Company, Inc. \$1,407,500.00

This request is for engineering services to design the rebuild of the GP&L Brand Road to Ben Davis 138kV Transmission Line. Services include transmission and distribution line design, field engineering, survey, easement and permitting support. This is part of the approved GP&L Brand Road to Ben Davis Transmission Line Capacity Upgrade CIP project.

- b. GP&L Wynn Joyce Pole Replacement Construction Services Bid No. 0610-25

Primoris T&D Services, LLC \$4,726,766.13

This request is for construction services for the replacement of the GP&L Wynn Joyce Transmission Line poles. This is part of the approved GP&L Wynn Joyce Pole Replacement CIP project. An owner's contingency is included for any additional services that may be required.

- c. GP&L King Mountain to Grandfalls 345kV Transmission Line Materials Bid No. 0813-25

Techline, Inc. \$768,143.75

This request is for materials needed for the construction of the GP&L King Mountain to Grandfalls 345kV Transmission Line. This is part of the approved GP&L King Mountain to Grandfalls 345kV Transmission Line CIP project.

- d. GP&L Mesa View 345kV Transmission Line Materials Bid No. 0815-25

Techline, Inc. \$768,143.75

This request is for materials needed for the construction of the GP&L Mesa View 345kV Transmission Line. This is part of the approved GP&L Mesa View Point of Interconnection CIP project.

- e. GP&L and TMPA Vegetation Management Bid No. 0504-25

Trees, Inc. \$500,500.00

This request is for tree trimming services and vegetation management of GP&L and TMPA transmission right-of-way.

- f. GP&L Fairdale to Walnut 138kV Transmission Line Rebuild Engineering Services Bid No. 0817-25

Burns & McDonnell Engineering Company, Inc. \$2,328,200.00

This request is for engineering services to design the rebuild of the GP&L Fairdale to Walnut 138kV Transmission Line. Services include transmission and distribution line design, field engineering, survey, and construction support. This is part of the approved GP&L Fairdale to Walnut Transmission Line Capacity Upgrade CIP project.

g. **GP&L Centerville to McCree 345kV Transmission Line Construction Services**

Bid No. 0645-25

Power Standard, LLC

\$2,500,000.00

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

h. **GP&L College to Brand Road 345kV Transmission Line Upgrade**

Bid No. 0518-25

Power Standard, LLC

\$10,538,336.56

This request is for construction services for the rebuild of the GP&L College to Brand Road 138kV Transmission Line. This is part of the approved GP&L College to Brand Road 138kV Transmission Line Upgrade CIP project. An owner's contingency is included for any additional services that may be required.

3. **Ordinance Adopting FY 2024-25 Annual Operating Budget Amendment No. 1**

Approve an ordinance amending the FY 2024-25 Annual Operating Budget for Budget Amendment No. 1. Council considered the proposed budget amendment at the March 17, 2025 Work Session.

4. **Grant Disbursement Agreement - Garland Housing Finance Corporation**

Accept a \$540,000 grant from the Garland Housing Finance Corporation (GHFC) to continue the Garland Partnership Program with the City of Garland. Council considered this item at the March 17, 2025 Work Session.

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.

5. **Hold public hearing(s) on the following Case(s):**

a. **Garland Development Code (GDC) Amendment (25-04)**

Hold a public hearing to consider amendments to Chapter 2, Article 5 Use Regulations, Chapter 2, Attachment 1 -- Land Use Matrix as it relates to Commercial Drone Delivery Hub, and Chapter 6 Definitions.

6. **Hold public hearing(s) on the following Zoning Case(s):**

a. **Consider a request by Prime Data Centers/Munsch Hardt Kopf & Harr proposing an expansion of the existing Planned Development (PD) District 23-47 for a Data Center and Electric Substations to the northeast corner of Arapaho Road and Holford Road, currently zoned Agricultural (AG) District. The site is located at 2000 Holford Road in District 7.**

Consider and take appropriate action on the application of Prime Data Centers / Munsch Hardt Kopf & Harr, requesting approval of 1) an expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary to primarily accommodate a change in the driveway location 2) an updated Concept Plan for a Data Center and Electric Substations. The site is located at the Northeast Corner of Arapaho Road and Holford Road. (District 7) (File Z 24-37) The developer has requested that this item be considered at the May 6, 2025 Regular Meeting.

- b. Consider a request by Tarmandeep Toor, proposing a Planned Development (PD) District & Specific Use Provision (SUP) for a Shopping Center and Fuel Pumps, Retail. The site is located at 4151 North Garland Avenue in District 7.

Consider and take appropriate action on the application of Tarmandeep Toor, requesting approval of 1) a Change in Zoning to a Planned Development (PD) District for Neighborhood Services (NS) Uses and Convenience Store Use, 2) a Specific Use Provision (SUP) for a Fuel Pumps, Retail Use, and 3) a Concept Plan for a Convenience Store with Fuel Pumps, Retail and a Shopping Center. The site is located at 4151 North Garland Avenue. (District 7) (File Z 24-18)

- c. Consider a request by Bobtown Enterprises Inc. and David Najafi, requesting a zoning change from Community Office (CO) to Community Retail (CR). The site is located at 429 and 455 E Interstate Highway 30 in District 3.

Consider and take appropriate action on the application of Bobtown Enterprises Inc. and David Najafi, requesting approval of a Change in Zoning from Community Office (CO) to Community Retail (CR). (District 3) (File Z 25-04)

- d. Consider a request by Development Engineering Consultants, LLC, proposing an amendment to Planned Development (PD) District 00-39 to allow a Landscape Nursery Retail Use. The site is located near 4400 President George Bush Highway, in District 1.

Consider and take appropriate action on the application of Development Engineering Consultants, LLC, requesting approval of 1) an Amendment to Planned Development (PD) District 00-39 for a Landscape Nursery Retail Use and 2) a Concept Plan for a Landscape Nursery Retail Use. The site is located at 4400 North President George Bush Highway. (District 1) (File Z 24-41)

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.

7. Councilmember Dylan Hedrick

- Kathleen Gardner, PhD, Senior Citizens Advisory Commission

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.

Meeting Date: 04/01/2025

Title: City Council Regular Meeting Minutes

Submitted By: Jennifer Stubbs, City Secretary

Issue/Summary

Approve the minutes of the March 18, 2025 Regular Meeting

Background

N/A

Consideration / Recommendation

Approve the March 18, 2025 Regular Meeting Minutes.

Attachments

March 18, 2025 Regular Meeting Minutes

DRAFT



GARLAND

MINUTES

The City Council of the City of Garland convened in regular session at 7:00 p.m. on Tuesday, March 18, 2025, 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 Ed Moore
Deputy Mayor Pro Tem Margaret Lucht
Council Member Kris Beard
Council Member B.J. Williams
Council Member Jeff Bass
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
City Attorney Brian England
City Secretary Jennifer Stubbs
Planning Director Nabila Nur
Engineering Director Michael Polocek

LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE

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Councilmember Hedrick provided the legislative prayer and led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America.

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.

- Proclamation for National Surveyor's Week

Mayor LeMay read the proclamation and presented it to city staff.

- Salvation Army's Special Recognition for the Mayor and City Council for the Red Kettle Challenge

Mayor LeMay accepted a Special Recognition for the Red Kettle Challenge from Matt Hosek and Sgt. Bernard Tolan.

Mayor LeMay announced that Councilmember Dutton has pulled item 3, Councilmember Bass has pulled item 4, and Item 8C has been requested for postponement by the developer.

Councilmember Williams announced that he would have a District 4 Town Hall Meeting at the South Garland Branch Library this Thursday at 6:30 p.m. Mayor Pro Tem Moore announced that he would have a District 3 Town Hall Meeting at the South Garland Branch Library on the following Thursday, March 27th.

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.

Councilmember Hedrick made a motion to approve the consent agenda with the exception of items 3 and 4. Councilmember Dutton seconded the motion. All voted in favor. The motion carried.

1. **APPROVED** **Approve the minutes of the March 4, 2025 Regular Meeting**
2. **Approve the following bids:**
 - a. **APPROVED** **Generator and Switchgear for Firewheel Pump Station Project** **Bid No. 0204-25**

Cummins Southern Plains, LLC **\$3,987,039.00**

This request is for procuring a generator to replace the existing 32-year-old generator at Firewheel Pump Station. The City of Garland is rehabilitating the existing Firewheel Pump Station to improve the reliability of the water distribution system.
 - b. **APPROVED** **Sensus Water Meters** **Bid No. 0644-25**

Aqua-Metrics Sales Company **\$1,000,000.00**

This request is for the purchase of positive displacement water meters of various sizes for stocking the Water Utilities Department, installing new water services, and replacing existing water meters to ensure billing accuracy.
 - c. **APPROVED** **Term Contract for Service Line Inspections** **Bid No. 0679-25**

Insituform Technologies, LLC **\$799,834.00**

This request is for cured in place pipelining of wastewater mains at three locations to reduce inflow and infiltration into the main. The three locations are on Miami Drive, Longbeach Drive, and Centerville Road. An owner's contingency is included for any additional work or materials that may be required.
 - d. **APPROVED** **Fire Station 7 Construction** **Bid No. 0277-25**

Cerris Builders, Inc. **\$11,973,500.00**

This request is to provide construction services for the Relocation of Fire Station No. 7.
 - e. **APPROVED** **GP&L Plant Staffing Services Contract Change Order No. 1** **Bid No. 0497-23**

NAES Corporation **\$240,000.00**

This request is to obtain change order No. 1 to the final renewal of Blanket Services Contract 10110 for the NAES Staffing Services Contract. A new contract is currently out for bid and this change order will allow for uninterrupted services while a new bid is awarded.

- f. APPROVED GP&L Shiloh to Marquis Transmission Line Construction Services Bid No. 0502-25**

DD Grid, LLC \$2,250,000.00

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

- g. APPROVED GP&L Walnut to Newman 138kV Transmission Line Rebuild Engineering Services Bid No. 0744-25**

Burns & McDonnell Engineering Company, Inc. \$1,354,000.00

This request is to obtain engineering services to design the rebuild of the GP&L Walnut to Newman 138kV Transmission Line. Services include transmission and distribution line design, field engineering, survey, easement, and permitting support. This is part of the approved GP&L Line Capacity Increase CIP project.

- h. APPROVED Trickling Filters Distribution Arms Bid No. 0311-25**

WesTech Engineering, Inc. \$781,191.00

This request is to procure and install the distribution arms assembly of two trickling filters. The existing distribution arms on two trickling filters are 40 years old and corroded beyond repair. The design and installation of distribution arms shall be performed by WesTech Engineering, Inc. An owner's contingency is included for any additional work or materials that may be required.

- i. APPROVED GP&L Transmission and Substation Technical Consulting Services Change Order No. 1 Bid No. 0945-24**

Principle Services, LLC \$2,000,000.00

This request is to obtain change order No. 1 to purchase order 36951 issued for technical consulting services for GP&L and TMPA Transmission and Substation operations and CIP projects. GP&L and TMPA project activities have created a substantial increase to the number of field and office personnel needed under this contract. This change order will apply to each of the available renewals for these services.

- j. APPROVED GP&L Brand Road UG Electric Distribution Relocations Bid No. 0469-25**

Tri-Con Services, Inc. \$517,855.00

This request is to obtain construction labor for the relocation of GP&L distribution underground services as part of the City of Garland Brand Road Widening project.

- k. APPROVED Demolish and Replace the Golf Greens on the Old Course Bid No. 0758-25**

Greenscapes Six \$1,204,500.00

This request is to replace Firewheel Old Course golf greens. The golf greens on the Old Course are overtaken by a variety of other grasses, which not only disrupt the playability and

ball roll, but have resulted in a considerable reduction of the putting green area.

I. APPROVED Greens Mowers for Firewheel Golf Park

Bid No. 0726-25

Professional Turf Products

\$279,117.75

This request is for the purchase of one new greens mower and the replacement of four greens mowers that have been in use for over 13 years, exceeding their expected life cycle.

3. APPROVED GDC Amendment ORD 25-01

Approve an ordinance amending Section 2.51, Land Use Matrix, of Article 4, Chapter 2, of the Garland Development Code and Section 2.74, Nonconforming Use or Structure Criteria, of Article 6, Chapter 2, of the Garland Development Code of the City of Garland, Texas; providing a Savings Clause, providing a penalty under the provisions of Section 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Severability Clause; and setting an effective date.

4. APPROVED GPS: Garland's Pathway to Success

Approval of GPS: Garland's Pathway to Success, the City Manager's work plan for aligning City Council direction with the work of Team Garland. Council was briefed on this item at the November 18, 2024 Work Session (verbal) and the March 17, 2025 Work Session (written).

ITEMS FOR INDIVIDUAL CONSIDERATION

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5. APPROVED Proposed Development Agreement with Trilogy - BRD Acquisitions, LLC

Approve a proposed development agreement with Trilogy -- BRD Acquisitions, LLC, in regard to a 178-acre residential development in the former Eastern Hills Country Club.

This item was removed from the consent agenda to be voted on separately. Mr. Hesser provided a presentation on the proposed development agreement and stated the total investment was valued at \$150M. He stated that there was a trail connection that will connect to the City's Trail Master Plan. He added additional details on the project and answered questions of the Council.

Speakers on this item: Lindsey Fiegelman, Wesley Johnson, Robin Johnson, and Kenneth Haynes.

Mayor Pro Tem Moore made a motion to approve the item as presented. Deputy Mayor Pro Tem Lucht seconded the motion. All voted in favor. The motion carried.

6. APPROVED Proposed Development Agreement with Garage of America

Approve a proposed development agreement with Garage of America in regard to an 8-acre self-storage condo development on President George Bush Turnpike and Brand Road.

The following speakers on this item: Fred Gans, applicant, William Warburton, and Albert Palmer.

Discussion followed. Councilmember Bass made a motion to approve the Development Agreement with a 50% tree mitigation fee rebate. Councilmember Hedrick seconded the motion. The vote was: Councilmember Bass, yes; Councilmember Beard, yes; Mayor Pro Tem Moore, yes; Councilmember Williams, no; Mayor LeMay, yes; Deputy Mayor Pro Tem

Lucht, no; Councilmember Dutton, no; Councilmember Hedrick, yes; and Councilmember Ott, yes. The motion carried.

7. Hold public hearing(s) on:

a. APPROVED Consider approval of an ordinance for the Levying of Assessments for the School Street Alley Petition project located behind the addresses of 401, 405 and 409 School Street

Hold a public hearing and consider approval of an ordinance for the Levying of Assessments for the School Street Alley Petition project located behind the addresses of 401, 405 and 409 School Street. Council considered this item at the March 3, 2025 Work Session and the March 4, 2025 Regular Meeting.

Mr. Polocek provided a presentation and answered questions of the Council. He stated that staff recommended approval. There was no one who wished to speak under the public hearing. Mayor LeMay closed the public hearing. Councilmember Ott made a motion to approve the ordinance. Deputy Mayor Pro Tem Lucht seconded the motion. All voted in favor. The motion carried.

b. APPROVED Garland Development Code (GDC) Amendment 25-03

Hold a public hearing to consider amendments to Chapter 2, Division 5 Telecommunications Towers and Antennas and Chapter 2, Attachment 1 -- Land Use Matrix as it relates to Antenna, Commercial use. This GDC amendment is proposing to require a Specific Use Provision (SUP) for Antenna, Commercial use and eliminate the current distance requirement between Antenna, Commercial uses.

Ms. Nur stated that she brought this item back following previous Council discussions. She provided some information about the proposed amendments. Councilmember Hedrick made a motion to approve the item as presented. Councilmember Dutton seconded the motion. All voted in favor. The motion carried.

8. Hold public hearing(s) on the following Zoning Case(s):

a. DENIED Consider a request by Hugo Olvera Galindo proposing a Specific Use Provision (SUP) for a Tattoo/Body Piercing Establishment. The site is located at 977 West Centerville Road, Suite 6, in District 5.

Consider and take appropriate action on the application of Hugo Olvera Galindo, requesting approval of 1) a Specific Use Provision for a Tattooing/Body Piercing Establishment Use on a property zoned Planned Development (PD) District 76-15 and 2) a Concept Plan for a Tattooing/Body Piercing Establishment Use. The site is located at 977 West Centerville Road, Suite 6. (District 5) (File Z 23-38)

Ms. Nur provided a presentation on the item. She stated that staff recommended denial and the Plan Commission recommended approval.

Speakers on the item: Hugo Olivera, applicant, and Lindsey Fiegelman.

Deputy Mayor Pro Tem Lucht made a motion to deny the request. Councilmember Dutton seconded the motion. The vote was: Deputy Mayor Pro Tem Lucht, yes; Councilmember Dutton, yes; Councilmember Hedrick, yes; Councilmember Ott, no; Mayor LeMay, yes; Councilmember Bass, yes; Councilmember Beard, yes; Mayor Pro Tem Moore, yes; and Councilmember Williams, yes. The motion carried.

b. DENIED Consider a request by Nayeb Management, LLC, proposing a Specific Use Provision (SUP) for a Tattoo/Body Piercing Establishment. The site is located at 1350 Northwest Highway, Suite 107, in District 5.

Consider and take appropriate action on the application of Nayeb Management, LLC, requesting approval of 1) a Specific Use Provision for a Tattooing/Body Piercing Establishment Use on a property zoned Planned Development (PD) District 82-59 and 2) a Concept Plan for a Tattooing/Body Piercing Establishment Use. The site is located at 1350

Northwest Highway, Suite 107. (District 5) (File Z 24-29)

Ms. Nur provided a presentation on the item. She stated that staff recommended denial and the Plan Commission recommended approval for five years. She answered questions of the Council.

Speakers on this item: Cynthia Olalde, applicant and Priscilla Gonzalez.

Deputy Mayor Pro Tem Lucht made a motion to deny the request. Councilmember Bass seconded the motion. The vote was: Deputy Mayor Pro Tem Lucht, yes, Councilmember Dutton, no; Councilmember Hedrick, yes; Councilmember Ott, no; Mayor LeMay, yes; Councilmember Bass, yes; Councilmember Beard, yes; Mayor Pro Tem Moore, yes; and Councilmember Williams, yes. The motion carried.

- c. POSTPONED Consider a request by Development Engineering Consultants, LLC, proposing an amendment to Planned Development (PD) District 00-39 to allow a Landscape Nursery Retail Use. The site is located near 4400 President George Bush Highway, in District 1.**

Consider and take appropriate action on the application of Development Engineering Consultants, LLC, requesting approval of 1) an Amendment to Planned Development (PD) District 00-39 for a Landscape Nursery Retail Use and 2) a Concept Plan for a Landscape Nursery Retail Use. The site is located at 4400 North President George Bush Highway. (District 1) (File Z 24-41)

Mayor LeMay announced earlier in the meeting that this item would be postponed. Councilmember Bass made a motion to postpone the request to the April 1, 2025 Regular Meeting. Mayor Pro Tem Moore seconded the motion. All voted in favor. The motion carried.

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.

Dave Brady, Rashad Haiddar, and Lindsey Fiegelman.

ADJOURN

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Mayor LeMay adjourned the meeting at 8:57 p.m.

Submitted By:

Scott LeMay, Mayor

Jennifer Stubbs, City Secretary



GARLAND
PURCHASING REPORT

City Council Regular Session

2. a.

Meeting Date: 04/01/2025

Item Title: GP&L Brand Road to Ben Davis 138kV Transmission Line Rebuild Engineering Services

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0805-25

Purchase Justification:

This request is to obtain engineering services to design the rebuild of the GP&L Brand Road to Ben Davis 138kV Transmission Line. Services include transmission and distribution line design, field engineering, survey, easement and permitting support. This is part of the approved GP&L Brand Road to Ben Davis Transmission Line Capacity Upgrade CIP project.

Evaluation:

Burns & McDonnell Engineering Company, Inc. was selected as the Most Qualified firm for this project from RFQ 0832-24. As competitive bids were not received, a Bid Recap is not included.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Burns & McDonnell Engineering Company, Inc.	All	\$1,407,500.00
	TOTAL:	\$1,407,500.00

Basis for Award:

Best Value

Purchase Requisition #:

53437

Fiscal Impact

Total Project/Account: \$5,300,000

Expended/Encumbered to Date (Including this Item): \$1,407,990

Proposed Balance: \$3,892,010

Account #: 210-3599-3136701-7111

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Pg. 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. b.

Meeting Date: 04/01/2025

Item Title: GP&L Wynn Joyce Pole Replacement Construction Services

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0610-25

Purchase Justification:

This request is to obtain construction services for the replacement of the GP&L Wynn Joyce Transmission Line poles. This is part of the approved GP&L Wynn Joyce Pole Replacement CIP project. An owner's contingency is included for any additional services that may be required.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Three (3) bids were received and evaluated based on the published criteria. Primoris T&D Services, LLC received the highest evaluated score, offering the Best Value for the City.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Primoris T&D Services, LLC	All	\$3,718,927.14
Owner's Contingency		557,839.00
	TOTAL:	\$4,276,766.14

Basis for Award:

Best Value

Purchase Requisition #:

53197

Fiscal Impact

Total Project/Account: \$5,415,662

Expended/Encumbered to Date (Including this Item): \$5,050,887

Proposed Balance: \$364,775

Account #: 210-3599-3137601-7111

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Attachments

Bid Recap

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. c.

Meeting Date: 04/01/2025

Item Title: GP&L King Mountain to Grandfalls 345kV Transmission Line Materials

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0813-25

Purchase Justification:

This request is for the purchase of materials needed for the construction of the GP&L King Mountain to Grandfalls 345kV Transmission Line. This is part of the approved GP&L King Mountain to Grandfalls 345kV Transmission Line CIP project.

Evaluation:

The transmission line materials are being provided by Techline, Inc. through an Interlocal Agreement with Lower Colorado River Authority (LCRA) Contract 6722. As competitive bids were not received, a Bid Recap is not included.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Techline, Inc.	All	\$768,143.75
	TOTAL:	\$768,143.75

Basis for Award:

Interlocal Agreement

Purchase Requisition #:

53462

Fiscal Impact

Total Project/Account: \$4,000,000

Expended/Encumbered to Date (Including this Item): \$2,032,513

Proposed Balance: \$1,967,487

Account #: 210-3599-3145501-6051

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. d.

Meeting Date: 04/01/2025

Item Title: GP&L Mesa View 345kV Transmission Line Materials

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0815-25

Purchase Justification:

This request is for the purchase of materials needed for the construction of the GP&L Mesa View 345kV Transmission Line. This is part of the approved GP&L Mesa View Point of Interconnection CIP project.

Evaluation:

The transmission line materials are being provided by Techline, Inc. through an Interlocal Agreement with Lower Colorado River Authority (LCRA) Contract 6722.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Techline, Inc.	All	\$502,481.98
	TOTAL:	\$502,481.98

Basis for Award:

Interlocal Agreement

Purchase Requisition #:

53461

Fiscal Impact

Total Project/Account: \$7,000,000

Expended/Encumbered to Date (Including this Item): \$3,688,070

Proposed Balance: \$3,311,930

Account #: 210-3799-3181301-6051

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Substations Upgrades Program

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 284

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. e.

Meeting Date: 04/01/2025

Item Title: GP&L and TMPA Vegetation Management

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0504-25

Purchase Justification:

This request is for tree trimming services and vegetation management of GP&L and TMPA transmission rights-of-way.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Seven (7) bids were received and evaluated based on published criteria. Clearway Industries, LLC requested to withdraw their bid, and was therefore not evaluated. Trees, Inc. received the highest evaluated score, offering the Best Value for the City.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Trees, Inc.	All	\$500,500.00
	TOTAL:	\$500,500.00

Basis for Award:

Best Value

Purchase Requisition #:

53037

Fiscal Impact

Total Project/Account: N/A

Expended/Encumbered to Date (Including this Item): N/A

Proposed Balance: N/A

Account #: Various

Fund/Dept/Project Description and Comments:

Term Contract sets price but does not commit funds. Expenses will be charged to GP&L Operating and CIP Transmission Lines Program account(s) as incurred.

Attachments

Bid Recap

Budget Type: Operating Budget
CIP

Fiscal Year: 2024-25

Document Location: Op. - Page 251; Proposed CIP - Pages 278

Budget Director Approval: Matthew Watson **Approval Date:** 03/20/2025

Purchasing Director Approval: Gary L. Holcomb **Approval Date:** 03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. f.

Meeting Date: 04/01/2025

Item Title: GP&L Fairdale to Walnut 138kV Transmission Line Rebuild Engineering Services

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0817-25

Purchase Justification:

This request is to obtain engineering services to design the rebuild of the GP&L Fairdale to Walnut 138kV Transmission Line. Services include transmission and distribution line design, field engineering, survey, and construction support. This is part of the approved GP&L Fairdale to Walnut Transmission Line Capacity Upgrade CIP project.

Evaluation:

Burns & McDonnell Engineering Company, Inc. was selected as the Most Qualified firm for this project from RFQ 0832-24. As competitive bids were not received, a Bid Recap is not included.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Burns & McDonnell Engineering Company, Inc.	All	\$2,328,200.00
	TOTAL:	\$2,328,200.00

Basis for Award:

Most Qualified

Purchase Requisition #:

53467

Fiscal Impact

Total Project/Account: \$2,500,000

Expended/Encumbered to Date (Including this Item): \$2,328,200

Proposed Balance: \$171,800

Account #: 210-3599-3136201-7111

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. g.

Meeting Date: 04/01/2025

Item Title: GP&L Centerville to McCree 138kV Transmission Line Upgrade

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0645-25

Purchase Justification:

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

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Three (3) bids were received and evaluated based on the published criteria. Primoris T&D Services, LLC was considered non-responsive due to submitting an incomplete bid. Power Standard, LLC received the highest evaluated score, offering the Best Value for the City.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Power Standard, LLC	All	\$2,151,015.50
Owner's Contingency		348,984.50
	TOTAL:	\$2,500,000.00

Basis for Award:

Best Value

Purchase Requisition #:

53279

Fiscal Impact

Total Project/Account: \$4,778,000

Expended/Encumbered to Date (Including this Item): \$4,270,588

Proposed Balance: \$507,412

Account #: 210-3599-3145801-7111

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Attachments

Bid Recap

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/18/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
PURCHASING REPORT

City Council Regular Session

2. h.

Meeting Date: 04/01/2025

Item Title: GP&L College to Brand Road 138kV Transmission Line Upgrade

Submitted By: Charles Chapman, GP&L Transmission
Director

Bid Number: 0518-25

Purchase Justification:

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

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Four (4) bids were received and evaluated based on the published criteria. Primoris T&D Services, LLC was considered non-responsive due to submitting an incomplete bid. Power Standard, LLC received the highest evaluated score, offering the Best Value for the City.

Award Recommendation:

<i>Vendor</i>	<i>Item</i>	<i>Amount</i>
Power Standard, LLC	All	\$9,163,770.92
Owner's Contingency		1,374,565.64
	TOTAL:	\$10,538,336.56

Basis for Award:

Best Value

Purchase Requisition #:

53085

Fiscal Impact

Total Project/Account: \$13,505,901

Expended/Encumbered to Date (Including this Item): \$13,165,856

Proposed Balance: \$340,045

Account #: 210-3599-3144901-7111

Fund/Dept/Project Description and Comments:

Electric CIP / GP&L Transmission Lines Program

Attachments

Bid Recap

Budget Type:

CIP

Fiscal Year:

2025

Document Location:

Proposed CIP - Page 278

Budget Director Approval:

Matthew Watson

Approval Date:

03/20/2025

Purchasing Director Approval:

Gary L. Holcomb

Approval Date:

03/17/2025



GARLAND
CITY COUNCIL STAFF REPORT

City Council Regular Session

3.

Meeting Date: 04/01/2025

Title: Ordinance Adopting FY 2024-25 Annual Operating Budget Amendment No. 1

Submitted By: Allyson Bell Steadman, Budget Director

Strategic Focus Area: Sound Governance and Finances

Issue/Summary

Amend the 2024-25 Annual Operating Budget to appropriate available funds for the following purposes:

1. Projects approved in last year's budget but not yet completed,
2. The rollover of open Purchase Orders from the 2023-24 Fiscal Year,
3. Expenditures not anticipated in the 2024-25 Adopted Operating Budget.

Background

City Council reviewed a Staff Report (Exhibit A) at the March 17, 2025 Work Session to amend the 2024-25 Annual Operating Budget.

Consideration / Recommendation

Consideration:

1. Approve FY 2024-25 Annual Operating Budget Amendment No. 1 as proposed.
2. Approve portions of FY 2024-25 Annual Operating Budget Amendment No. 1.
3. Do not approve FY 2024-25 Annual Operating Budget Amendment No. 1.

Recommendation:

Option (1) - Approve an ordinance amending the FY 2024-25 Annual Operating Budget for Budget Amendment No. 1 as proposed.

Attachments

Ordinance Adopting 2024-25 Budget Amendment No. 1

Exhibit A - City Council Staff Report - FY 2024-25 Budget Amendment No. 1

ORDINANCE NO. XXXX

AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2024-25 OPERATING BUDGET (BUDGET AMENDMENT NO. 1), PROVIDING FOR SUPPLEMENTAL APPROPRIATION OF FUNDS IN VARIOUS FUNDS ASSOCIATED WITH INCOMPLETE PROJECTS, PURCHASE ORDER ENCUMBRANCES, AND EXPENDITURES NOT ANTICIPATED; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council approved the 2024-25 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 changes to appropriations in the in various funds associated with incomplete projects from the 2023-24 fiscal year, purchase order encumbrances from the 2023-24 fiscal year, and expenditures not anticipated in the 2024-25 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 2024-25 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. 7550, Section 1, adjusting operating appropriations in various funds associated with incomplete projects from the 2023-24 fiscal year, purchase order encumbrances from the 2023-24 fiscal year, and expenditures not anticipated in the 2024-25 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 1st day of April, 2025.

CITY OF GARLAND, TEXAS

Mayor

ATTEST:

City Secretary



GARLAND
CITY COUNCIL STAFF REPORT

City Council Work Session

Work Session Item .

Meeting Date: 03/17/2025
Title: FY 2024-25 Annual Operating Budget Amendment No. 1
Submitted By: Allyson Bell Steadman, Budget Director
Strategic Focus Area: Sound Governance and Finances

Issue/Summary

Amend the 2024-25 Annual Operating Budget to appropriate available funds for the following purposes:

1. Projects approved in last year's budget but not yet completed,
2. The rollover of open Purchase Orders from the 2023-24 Fiscal Year,
3. Expenditures not anticipated in the 2024-25 Adopted Operating Budget.

Background

I. Carryover of 2023-24 Incomplete Projects

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

The FY 2023-24 Revised Budget for the TIF #1 Fund included \$580,890 in funding for the Downtown Development Office that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the TIF #1 Fund's FY 2024-25 operating appropriation by \$580,890 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, Police, Library, and Electric Equipment Replacement

The FY 2023-24 Revised Budget for the IT Replacement Fund included \$392,350 in funding for equipment replacements for the IT, Police, Library, and Electric Departments that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the IT Replacement Fund's FY 2024-25 operating appropriation by \$392,350 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 2023-24 Revised Budget for the IT Project Fund included \$10,080,004 in funding for various projects that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the IT Project Fund's FY 2024-25 operating appropriation by \$10,080,004 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 2023-24 Revised Budget for the General Fund included \$64,115 in funding for the Home Improvement Incentive Program that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$64,115 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 Infrastructure Repair & Replacement Fund for Alley Improvements and Railroad Crossing Maintenance

The FY 2023-24 Revised Budget for the Infrastructure Repair & Replacement Fund included \$3,000,000 in funding for an alley improvement package and railroad crossing maintenance that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Infrastructure Repair & Replacement Fund's FY 2024-25 operating appropriation by \$3,000,000 to complete these infrastructure improvement projects.

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 Stormwater Management Fund for Stormwater Equipment

The FY 2023-24 Revised Budget for the Stormwater Management Fund includes \$243,650 in funding for two emergency response trailers, a channelizer trailer, a heavy-duty flatbed trailer, a heavy-duty dump trailer, and a work tool attachment power grapppler, that were not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Stormwater Management Fund's FY 2024-25 operating appropriation by \$243,650 to complete these equipment purchases.

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 Economic Development Fund for the "Make Your Mark" Campaign

The FY 2024-25 Revised Budget for the Economic Development Fund included \$335,726 in funding for the "Make Your Mark" campaign that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Economic Development Fund's FY 2024-25 operating appropriation by \$335,726 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.

(h) Rolled-Forward Funds in the Equipment Replacement Fund for One (1) Police Unit and Two (2) GP&L Units

The FY 2023-24 Revised Budget for the Equipment Replacement Fund included \$118,000 in funding to replace one (1) Police passenger van, one (1) GP&L sedan, and one (1) GP&L cargo van that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Equipment Replacement Fund's FY 2024-25 operating appropriation by \$118,000 to order the three (3) replacement units.

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

(i) Rolled-Forward Funds in the Water Utility Fund for One (1) Additional 1-Ton Truck

The FY 2023-24 Revised Budget for the Water Utility Fund included \$117,950 in funding to purchase an additional 1-ton service truck that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Water Utility's FY 2024-25 operating appropriation by \$117,950 to order the additional unit.

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

(j) Rolled-Forward Funds in the Water Utility Fund for a Risk and Resilience Assessment

The FY 2023-24 Revised Budget for the Water Utility Fund included \$40,000 in funding to complete a Risk and Resilience Assessment that was not spent or committed prior to the end of FY 2023-24. Budget Amendment No. 1 proposes to increase the Water Utility's FY 2024-25 operating appropriation by \$40,000 to complete the assessment.

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

II. Rolled-Forward Encumbrances from Fiscal Year 2023-24

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 (2023-24), the City's practice has been to roll these encumbrances forward into the current fiscal year (2024-25). 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 2024-25 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 2024-25 year-end balance.

Budget Amendment No. 1 proposes that encumbrances totaling \$13,332,300 to be rolled forward to 2024-25. Of the total rollover amount, \$1,990,951 is related to the General Fund. Attachment A provides a detailed listing by fund of individual outstanding encumbrances over \$25,000.

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

III. Expenditures Not Anticipated in the 2024-25 Adopted Operating Budget

(1) All Funds

(a) Cost of Living Adjustment (COLA) Increase to Texas Municipal Retirement System (TMRS) Contributions

At the October 8, 2024, Regular Session, Council approved Ordinance 7559 adopting a 50% non-retroactive repeating COLA for City Retirees under the TMRS pension plan. The COLA increased the City's 2025 contribution to TMRS from 11.20% of eligible wages, as appropriated in the 2024-25 Adopted Budget, to 17.92%. A Pension Bond issuance will be considered in June which will lower the TMRS contribution rate if approved. The FY 2024-25 Adopted Budget included available reserves to fund the COLA and this Budget Amendment seeks to appropriate funding for each respective fund.

Budget Amendment No. 1 proposes to increase each Fund's FY 2024-25 operating appropriation per the below, totaling \$7,809,214 Citywide, for the COLA adoption. Funding for this request will come from excess, one-time balance reserves in the respective funds and changes to support service allocations as a part of the FY 2024-25 Revised Budget.

Fund	Appropriation Increase
General Fund	\$4,800,503
Economic Development Fund	28,522
Electric Utility Fund	1,107,220
Water Utility Fund	189,393
Wastewater Utility Fund	280,775
Sanitation Fund	241,671
Firewheel Fund	61,767
Stormwater Management Fund	56,473
Group Health Insurance Fund	46,219
Self-Insurance Fund	17,100
Information Technology Fund	284,601
Facilities Management Fund	78,861
Fleet Services Fund	84,092
Customer Service Fund	198,051
Hotel/Motel Tax Fund	20,160
Housing Assistance Fund	36,540
HOME Fund	1,781
Community Development Block Grant Fund	11,184
CASA Fund	1,660
Fair Housing Fund	2,541
Infrastructure Repair & Replacement Fund	240,813
Culture & Recreation Grant	2,655
Public Safety Grant Fund	3,025
Community Development Rehab Fund	8,020
Downtown TIF Fund	5,587
Total	\$7,809,214

(2) General Fund

(a) Library - Walmart Grant

The Library has received a \$5,000 grant from Walmart for the purchase of makerspace equipment at the West Branch Library.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$5,000 for the makerspace equipment. Funding for this request will come from grant funds, recognized as a \$5,000 increase in revenue in the General Fund.

(b) Environmental Compliance - Disposal of Hazardous Materials

Environmental Compliance requests \$6,600 to dispose of hazardous materials stored at the Warehouse. The materials are from various City departments and are not able to be disposed of at the Landfill.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$6,600 for the disposal of hazardous materials. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(c) Environmental Compliance - Encampment Clean-up and PPE Supplies

Environmental Compliance requests \$34,715 for PPE materials, cleaning supplies, and contracted labor for the clean-up of encampments.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$34,715 for encampment clean-up. Funding for this request will come from excess, one-time fund balance reserves in the

General Fund.

(d) Special Events - Cinco de Mayo

Special Events requests \$15,000 in additional funding to produce the Cinco de Mayo event. The funding will provide additional elements to the celebration.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$15,000 for the event. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(e) Special Events - Hand Dolly

Special Events requests \$5,900 in additional funding to purchase a hand dolly for use in the event materials storage areas in the Armory building. The dolly will allow for the safe and efficient access to materials stored on high shelves in the facility.

Budget Amendment No. 1 proposes to increase the Recreation Performance Fund's FY 2024-25 operating appropriation by \$5,900 for the purchase of a hand dolly. Funding for this request will come from excess, one-time fund balance reserves in the Recreation Performance Fund.

(f) Parks - Mowing Contracts

Parks requests \$65,100 in additional funding to meet the increase in the costs of mowing contracts. In 2024, Parks and Recreation identified 100% of the project cost. However, the contract renewal from the vendor requested a 3% to 5% increase due to inflationary pressures.

Budget Amendment No. 1 proposes to increase the General Fund's FY 2024-25 operating appropriation by \$65,100 for the increase in cost. Funding for this request will come from excess, one-time fund balance reserves in the General Fund.

(g) Animal Services - Two (2) Temporary Veterinary Technician Positions

Animal Services requests \$48,858 for the addition of one (1) full-time Veterinary Technician position. The new Technician is 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 2024-25 operating appropriation by \$48,858 for the new full-time Veterinary Technician. Funding for this request will come from ongoing revenue sources in the General Fund.

(3) Other Funds

(a) Hotel/Motel Tax Fund - Hotel Feasibility Study

Visit Garland requests \$50,000 for a hotel feasibility study to assess the viability of a proposed hotel project by evaluating market demand, financial projections, competitive landscape, potential risks, and return on investment (ROI). The study will help minimize financial risks, optimize resource allocation, and provide key insights for stakeholders, ensuring the project aligns with market needs and trends.

Budget Amendment No. 1 proposes to increase the Hotel/Motel Tax Fund's FY 2024-25 operating appropriation by \$50,000 to assess the feasibility of a proposed hotel project. Funding for this request will come from excess, one-time fund balance reserves in the Hotel/Motel Tax Fund.

(b) TIF #1 Fund - Downtown Development Office Redevelopment Plan

The Downtown Development Office requests \$250,000 to complete a redevelopment implementation plan. The plan will work in tandem with a previously approved infrastructure study to streamline Downtown Garland's vision, provide urban design standards, direct development in the District, and protect the Historic District designation.

Budget Amendment No. 1 proposes to increase the TIF #1 Fund's FY 2024-25 operating appropriation by \$250,000 for the completion of a redevelopment implementation plan. Funding for this request will come from excess, one-time fund balance reserves in the TIF #1 Fund.

(c) Narcotic Seizure Fund - SWAT Rifles and Explosive Ordinance Disposal (EOD) Technician Bomb Suit

Police requests \$50,000 to purchase replacement SWAT rifles and an Explosive Ordinance Disposal Technician Bomb Suit in the Narcotic Seizure Fund. The purchase of SWAT rifles will replace aging rifles used by the SWAT Precision Marksmen. The Explosive Ordinance Disposal Technician Bomb Suit will be worn by a certified EOD Technician during training and callouts and will safeguard against the effects of explosions, such as pressure waves and fragmentation.

Budget Amendment No. 1 proposes to increase the Narcotic Seizure Fund's FY 2024-25 operating appropriation by \$50,000 for the purchase of the SWAT rifles and bomb suit. Funding for this request will come from excess, one-time fund balance reserves in the Narcotic Seizure Fund.

(d) Sanitation Fund - Commercial Compactor

Sanitation requests \$30,053 for the purchase of a commercial compactor to be rented and utilized by commercial customers.

Budget Amendment No. 1 proposes to increase the Sanitation Fund's FY 2024-25 operating appropriation by \$30,053 to perform the purchase of a commercial compactor. Funding for this request will come from revenue generated through commercial customer contracts in the Sanitation Fund.

(e) Stormwater Management Fund - Transfer to Flood Detection Devices and Automated Gates Stormwater Capital Project

At the February 3, 2025, Regular Session, Council approved the 2025 CIP which included a transfer from the Stormwater Management Fund of \$400,000 to the Flood Detection Devices and Automated Gates CIP project.

Budget Amendment No. 1 proposes to increase the Stormwater Management Fund's FY 2024-25 operating appropriation by \$400,000 to complete the Flood Detection Devices and Automated Gates project. Funding for this request will come from excess, one-time fund balance reserves in the Stormwater Management Fund.

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

At the December 10, 2024, Regular Session, Council approved a \$1.2 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 2024-25 operating appropriation by \$1.2 million to complete the process 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 Management Fund, Group Health Insurance Fund, Self Insurance Fund, Information Technology Fund, Facilities Management Fund, Fleet Services Fund, and Customer Service Fund in the FY 2024-25 Revised Budget.

(g) Information Technology Fund - Service Contract Costs for Council Automation, Envisio, and Salesforce Customer Service Portal

Information Technology requests \$82,333 for service contract expenses associated with Council meeting technology improvements, the implementation of Envisio as a strategic planning software, and the creation of a Customer Service portal within Salesforce to allow access to departmental data.

Budget Amendment No. 1 proposes to increase the Information Technology Fund's FY 2024-25 operating appropriation by \$82,333 for these software licenses. Funding for this request will come from increased ongoing transfers from various funds in the Information Technology Fund.

(h) Information Technology Project Fund - Project Costs for Bar Coding Software for Cityworks, Envisio, and Workday Extend

The Information Technology Project Fund requests \$296,344 for the implementation of three new projects: Bar Coding Software for Cityworks to support the Garland Water Utilities warehouse; Envisio for strategic planning; and Workday Extend for enhanced business process functionality in the Workday Finance system.

Budget Amendment No. 1 proposes to increase the Information Technology Project Fund's FY 2024-25 operating

appropriation by \$296,344 for the implementation of these software. Funding for this request will come from a combination of interest earnings and excess, one-time fund balance reserves generated through project savings in the FY 2024-25 Revised Budget.

(i) Water Utility Fund - Message Board Replacement

Water requests \$20,000 for the replacement of a message board that was hit by a third-party driver and damaged beyond repair. \$13,650 in recoveries were received from the third-party driver.

Budget Amendment No. 1 proposes to increase the Water Utility Fund's FY 2024-25 operating appropriation by \$20,000 for the replacement message board. Funding for this request will come from excess, one-time fund balance reserves as well as recoveries from the third-party driver.

(j) Fleet Services Fund - Additional Samsara GPS & Camera Units

Fleet Services requests \$21,000 to purchase additional GPS and dual-facing camera units for the remaining Sanitation collection vehicles and future reserve units. The integration of dual-facing cameras and GPS technology into collection vehicles has proven instrumental in enhancing efficiency and accountability in field operations. These tools enable the management team to review area maps daily, ensuring complete coverage of all streets within assigned collection areas. The cameras also document missed set-outs by employees and late set-outs by customers, providing valuable data for performance monitoring and service improvements. Since the initial implementation of this technology, reported missed collections have decreased by nearly 90%, demonstrating its significant impact on operational effectiveness.

Budget Amendment No. 1 proposes to increase the Fleet Services Fund's FY 2024-25 operating appropriation by \$21,000 for the additional GPS and camera units. Funding for this request will come from changes to the Fleet Service support allocations as a part of the FY 2024-25 Revised Budget.

(k) Recreation Performance Fund - Improvements for Recreation Centers

Recreation Performance requests \$37,000 for interior improvements for the Hollabaugh and Bradfield Recreation Centers. Hollabaugh Center is in need of \$22,000 for manual shades in the new multi-purpose room to minimize glare and heat from the sun. Additionally, the Bradfield Recreation Center is in need of \$15,000 for chair replacement that is used for programs, camps, and reservations.

Budget Amendment No. 1 proposes to increase the Recreation Performance Fund's FY 2024-25 operating appropriation by \$37,000 for the shade installation and chair replacement. Funding for this request will come from excess, one-time fund balance reserves.

(l) Electric Utility Fund - Production Operations

Electric requests \$940,000 to support unexpected maintenance activities and additional support services for GP&L Production Operations.

Budget Amendment No. 1 proposes to increase the Electric Utility Fund's FY 2024-25 operating appropriation by \$940,000 for the maintenance activities and support services. Funding for this request will come from excess, one-time fund balance reserves.

(m) Infrastructure Repair & Replacement Fund - Pleasant Valley Road Improvements

Streets requests \$1.5 million for improvements on Pleasant Valley Road and Elm Grove Road.

Budget Amendment No. 1 proposes to increase the Infrastructure Repair & Replacement Fund FY 2024-25 operating appropriation by \$1.5 million for improvements on Pleasant Valley Road and Elm Grove Road. Funding for this request will come from short-term tax note proceeds.

Financial Considerations

Projects continued and outstanding Purchase Orders carried forward were fully funded in the FY 2023-24 Budget, and the funds required to cover these expenditures remain within each fund's respective fund balance. As a result, there is no financial impact from approval of these items. The additional expenses will be funded out of excess fund balance reserves in each respective fund as well as additional revenue.

Attachment A outlines all Open Encumbrances by Fund being rolled forward greater than \$25,000.

Attachment B outlines the Proposed Amendment by Fund, showing the combined impact of the amendment and encumbrance roll forward as proposed.

Consideration / Recommendation

Consideration:

1. Approve FY 2024-25 Annual Operating Budget Amendment No. 1 as proposed.
2. Approve portions of FY 2024-25 Annual Operating Budget Amendment No. 1.
3. Do not approve FY 2024-25 Annual Operating Budget Amendment No. 1.

Recommendation:

Option (1) - Approve FY 2024-25 Annual Operating Budget Amendment No. 1 as proposed. Unless otherwise directed by City Council, this item will be scheduled for formal consideration at the April 1, 2025, Regular Meeting.

Attachments

Attachment A - Schedule of Open Encumbrances being Rolled Forward

Attachment B - Schedule of Proposed Amendments by Fund

ATTACHMENT A
2023-24 Rollover
(With Detail of PO's Over \$25,000)

*Amount
Outstanding
9/30/2024*

<i>Fund/Department</i>	<i>PO Description</i>	
<u>General Fund</u>		
City Secretary	Digitization of City Records project	\$191,284
Animal Services	Procurement of three Animal Services Officers Vehicles	\$135,102
Library	Library's Stay Curious Campaign	\$243,675
Office of Neighborhood Vitality	Professional Design Services for Corridors and Gateways	\$213,133
Parks, Recreation & Cultural Arts	Professional Services for James Park Improvements	\$163,400
	Hollabaugh Recreation Center Patio Fence	58,000
	Swimming Pool Chemicals	35,850
	Various Hardware Devices for Parks	68,971
	Winter Soccer Bleachers	47,432
Planning & Development	Halff Associates Third Party Plan Review	\$21,098
PMR	Strategic Communications Plan	\$164,253
Transportation	Replacement Bucket Truck	\$188,088
Non-Department	Indirect Cost Study for Cost Allocation Plans	\$51,000
	Emergency Generator Docking Stations	33,082
	Recruiting Services for Various General Fund Positions	38,000
Various	PO's Under \$25,000	\$338,584
Sub-Total General Fund		<u>\$1,990,951</u>
<u>Economic Development Fund</u>		
Various	Verdunity Comprehensive Plane Update	\$526,651
	PO's Under \$25,000	\$91,845
Sub-Total Economic Development Fund		<u>\$618,496</u>
<u>Electric Utility Fund</u>		
	R22400v Bus Repair	\$215,564
	Aerial Truck Repair	51,296
	Motor Field Service Support for R3 Outage	35,000
	2024 TMPA Maintenance Fee	50,319
	GIS ESRI Next Generation Management Strategy	92,223
	2024 TPL Assessment	187,878
	Inverters - TMPA	30,247
	Routine Vulnerability Assessment & Monitoring Software	40,863
	Transmission Line Engineering Services	238,000
	Olinger Plant Boiler Chemical Cleaning	546,008
	PO's Under \$25,000	310,272
Sub-Total Electric Utility Fund		<u>\$1,797,670</u>

ATTACHMENT A
2023-24 Rollover
(With Detail of PO's Over \$25,000)

*Amount
Outstanding
9/30/2024*

Fund/Department

PO Description

Equipment Replacement Fund

City Marshal	2023 Ford Transit T-350 Van	\$72,123
Police	Police Vehicle Upfitting and Equipment for 10 Tahoe SUVs	167,012
Police	6 2023 Tahoes SUVs	227,106
Police	2024 BMW R1250 RT-P Motorcycle	31,549
Police	4 2024 Toyota Camry Sedans	138,625
Transportation	2022 Ford F-250 Regular Cab/Long Bed Truck	44,763
Transportation	2027 Dodge 5500 4X2 Diesel Regular Cab Truck	276,781
Transportation	2028 Dodge 5500 4X4 Diesel Regular Cab Truck	264,610
GP&L	Altec Aerial AT37G-AWD Truck, 2026 Ford F-550 Chassis	236,820
GP&L	Altec Aerial AT41M-Truck, 2026 Chevrolet 6500 Chassis	270,160
GP&L	Freightliner 114SD Digger Truck Plus Conventional Chassis	715,206
Water	2 2024 Freightliner M2-106 Chassis Dump Trucks	281,386
Water	2024 Ford F-250 Super Cab Truck	74,109
Water	2024 Ford F-450 Super Cab Truck	118,720
Wastewater	2024 Ford F-450 Super Cab Truck	97,889
Wastewater	2022 Ford F-350 Extended Cab Truck	68,859
Street	2 2023 Ford F-350 Crew Cab Trucks	154,550
Street	2 2024 Ford F-350 Crew Cab Trucks	162,458
Fleet	2022 Ford F-350 Regular Cab Truck	76,907
Fleet	2022 Ford F-450 Regular Cab Truck	100,492

Equipment Replacement Fund (Continued)

PO's Under \$25,000	\$9,284
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Sub-Total Equipment Replacement Fund

\$3,589,409

Facilities Management Fund

New Scissor Lift	\$52,582
Standard Specifications Manual Development	112,890
Gail Fields Recreation Center Exterior Painting	49,190
Austin State Room Furniture	47,393
PO's Under \$25,000	105,338

Sub-Total Facilities Management Fund

\$320,000

Hotel/Motel Tax Fund

Marketing & Advertising	\$42,551
PO's Under \$25,000	33,515

Sub-Total Hotel/Motel Tax Fund

\$76,066

ATTACHMENT A
2023-24 Rollover
(With Detail of PO's Over \$25,000)

*Amount
Outstanding
9/30/2024*

Fund/Department

PO Description

Information Technology Fund

Dillon Morgan Consulting	\$388,875
Workday HCM Support	45,654
Municipal Court Incode Case Management System	189,054
911 Telephone System Support	96,666
PC and Laptop Refresh	45,840
City Initiatives	105,880
Document Migration	33,211
EVault Upgrade and Support	30,480
Workday Training Credits	39,600
Teams Room Hardware	25,402
Microwave Links	77,529
Radio Shop Installation Services	48,672
Vehicle Installation Services	27,400
PO's Under \$25,000	183,642

Sub-Total Information Technology Fund

\$1,337,905

Information Technology Replacement Fund

Computer Replacements	\$236,139
Networking Equipment Replacements and Backups	49,300
Data Center Services for Data Migration	40,000

Sub-Total Information Technology Replacement Fund

\$325,439

Infrastructure Repair & Replacement Fund

Pavement Condition Index Survey	\$46,604
Micro-Surfacing Program	213,720
Paving, Water, and Wastewater Improvements	251,175
Concrete Repair	25,346
Alley Improvements	492,109
PO's Under \$25,000	112,458

Sub-Total Infrastructure Repair & Replacement Fund

\$1,141,412

Narcotic Seizure Fund

Patrol Ballistic Shields	\$65,000
Swat Rifles	39,556

Sub-Total Narcotic Seizure Fund

\$104,556

Recreation Performance Fund

PO's Under \$25,000	46,049
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Sub-Total Recreation Performance Fund

\$46,049

Sanitation Fund

Consulting Services	\$87,900
PO's Under \$25,000	39,333

Sub-Total Sanitation Fund

\$127,233

Self Insurance Fund

PO's Under \$25,000	14,463
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Sub-Total Self Insurance Fund

\$14,463

ATTACHMENT A
2023-24 Rollover
(With Detail of PO's Over \$25,000)

*Amount
Outstanding
9/30/2024*

Fund/Department

PO Description

Stormwater Management Fund

Procurement of two Excavators	\$96,350
Streambank Erosion Inventory	89,041
Local Flooding Improvements	90,000
PO's Under \$25,000	72,929

Sub-Total Stormwater Management Fund

\$348,320

Wastewater Utility Fund

New Sewer Jet Truck	\$202,914
Permit Renewal for Treatment Plants	68,478
Rowlett Creek Effluent Pump Repair	59,664
De-Watering and Sludgeholding Tank Roof Repairs	28,030
PO's Under \$25,000	49,151

Sub-Total Wastewater Utility Fund

\$408,237

Water Utility Fund

SCADA Masterplan Services	\$138,561
Lead and Copper Compliance Services	224,051
GP&L Centerville Site Development Engineering Services	44,000
Garland Water Utilities Warehouse Office	37,175
Water Loss Control Technical Assistance Services	136,520
Warehouse Inventory Moving Services	55,896
Satellite Imagery Analysis for Underground Water Leaks	127,500
Exterior Cameras for Water Building	43,252
Water Security Assessment	40,000
PO's Under \$25,000	133,061

Sub-Total Water Utility Fund

\$980,016

All Other Funds

PO's Under \$25,000

\$106,078

TOTAL OUTSTANDING PO's

\$13,332,300

ATTACHMENT B

Proposed Amendment by Fund

Proposed Budget Amendment No. 1
FY 2024-25 Operating Budget

	Carryover of FY 23-24 Projects	Open PO Rollover	Expenditures Not Anticipated in FY 24-25	Total Budget Amendments
REVENUES AND EXPENDITURES				
Sources of Funds:				
General Fund - Revenue	\$0	\$0	\$5,000	\$5,000
Sanitation Fund - Revenue	0	0	30,053	30,053
Recovery of Expenditure	0	0	13,650	13,650
Transfer to Fleet Services Fund from Sanitation	0	0	21,000	21,000
Transfer of Tax Notes to the Infrastructure Repair & Rep	0	0	1,500,000	1,500,000
Transfer to Information Technology Fund from Various	0	0	1,158,231	1,158,231
Fund Balance - Prior Year	14,972,685	13,332,300	10,139,183	38,444,168
Total Funds Provided	<u>\$14,972,685</u>	<u>\$13,332,300</u>	<u>\$12,867,117</u>	<u>\$41,172,102</u>
Use of Funds - Expenditures:				
General Fund (See Detail in Notes)	\$64,115	\$1,990,951	\$4,975,776 *	\$7,030,842
Electric Utility Fund	0	1,797,670	2,047,220	3,844,890
Water Utility Fund	157,950	980,016	209,393 *	1,347,359
Wastewater Utility Fund	0	408,237	280,775	689,012
Infrastructure Repair & Replacement Fund	3,000,000	1,141,412	1,740,813 *	5,882,225
Sanitation Fund	0	127,233	271,724	398,957
Stormwater Management Fund	243,650	348,320	456,473	1,048,443
Firewheel Fund	0	4,500	61,767	66,267
Recreation Performance Fund	0	46,049	42,900	88,949
Hotel/Motel Tax Fund	0	76,066	70,160	146,226
Economic Development Fund	335,726	618,496	28,522	982,744
TIF #1 Fund	580,890	1,775	255,587	838,252
Group Health Insurance Fund	0	0	46,219	46,219
Narcotic Seizure Fund	0	104,556	50,000	154,556
Public Safety Grant Fund	0	0	3,025	3,025
Parks Grant Fund	0	0	2,655	2,655
Self Insurance Fund	0	14,463	17,100	31,563
Equipment Replacement Fund	118,000	3,589,409	0	3,707,409
Fair Housing Fund	0	0	2,541	2,541
CASA Fund	0	65,049	1,660	66,709
Housing Assistance Fund	0	0	36,540	36,540
HOME Fund	0	0	1,781	1,781
Community Development Block Grant Fund	0	0	11,184	11,184
Customer Service Fund	0	26,754	198,051	224,805
Community Development Rehab Fund	0	0	8,020	8,020
Facilities Management Fund	0	320,000	78,861	398,861
Fleet Services Fund	0	0	105,092 *	105,092
Information Technology Fund	0	1,337,905	1,566,934	2,904,839
IT Project Fund	10,080,004	0	296,344	10,376,348
IT Replacement Fund	392,350	325,439	0	717,789
Communications Fund	0	8,000	0	8,000
Total Expenditures	<u>\$14,972,685</u>	<u>\$13,332,300</u>	<u>\$12,867,117</u>	<u>\$41,172,102</u>

* Requests that are Ongoing will be funded with excess, one-time fund balance reserves in FY 2024-25. This is a total of \$169,841 and will require the appropriation of Ongoing Funding in FY 2025-26.

ATTACHMENT B

Proposed Amendment by Fund

**Proposed Budget Amendment No. 1
FY 2024-25 Operating Budget**

	Carryover of FY 23-24 Projects	Open PO Rollover	Expenditures Not Anticipated in FY 24-25	Total Budget Amendments
REVENUES AND EXPENDITURES				
Notes:				
General Fund -				
Animal Services	\$0	\$135,102	\$111,724 *	\$246,826
Budget & Research	0	0	19,552	19,552
Building Inspection	0	0	45,581	45,581
City Administration	0	0	61,577	61,577
City Attorney	0	635	91,486	92,121
City Secretary	0	191,284	10,446	201,730
Code Compliance	0	0	84,047	84,047
Cultural Arts	0	0	29,811	29,811
Emergency Management	0	0	18,237	18,237
Engineering	0	11,921	89,698	101,619
Environmental Compliance	0	0	47,251	47,251
Finance	0	0	43,410	43,410
Fire	0	6,285	1,234,018	1,240,303
Health	0	0	25,045	25,045
Human Resources	0	0	59,754	59,754
Internal Audit	0	0	19,968	19,968
Landfill	0	10,539	101,860	112,399
Legislative & Public Affairs	0	0	12,299	12,299
Library	0	261,727	123,095	384,822
Municipal Court	0	0	66,180	66,180
Neighborhood Vitality	64,115	228,703	19,002	311,820
Parks and Recreation	0	470,316	277,837	748,153
Planning & Development	0	49,685	29,808	79,493
Project Management Office	0	2,760	18,457	21,217
Police	0	85,446	2,026,452	2,111,898
Public & Media Relations	0	164,253	30,180	194,433
Procurement	0	1,889	33,211	35,100
Special Events	0	20,703	27,807	48,510
Tax Collection	0	12,290	9,847	22,137
Transportation	0	215,331	55,762	271,093
Non-Departmental	0	122,082	152,374	274,456
Sub-Total General Fund	<u>\$64,115</u>	<u>\$1,990,951</u>	<u>\$4,975,776</u>	<u>\$7,030,842</u>

* General Fund requests that are Ongoing will be funded with excess, one-time fund balance reserves in FY 2024-25. This is a total of \$48,558 and will require the appropriation of Ongoing Funding in FY 2025-26.



GARLAND
CITY COUNCIL STAFF REPORT

City Council Regular Session

4.

Meeting Date: 04/01/2025
Title: Grant Disbursement Agreement - Garland Housing Finance Corporation
Submitted By: Jason Wilhite, Construction Manager
Strategic Focus Area: Vibrant Neighborhoods and
Commercial Centers

Issue/Summary

Council is requested to consider accepting a \$540,000 grant from the Garland Housing Finance Corporation (GHFC) to continue the Garland Partnership Program with the City of Garland and authorize the City Manager to sign and execute a disbursement agreement for deployment of these funds.

Background

The City of Garland has partnered with Garland Housing Finance Corporation for the previous 4 years to offer homeowner assistance to low-income Garland residents. The purpose of the 2025 grant is to provide funding and support for emergency home repairs, substantial home repairs and qualified exterior repairs. Fifteen percent of the total grant is allocated to cover salary and administrative expenses. The GHFC Garland Partnership Program augments the City of Garland's existing Home Repair Program, which is funded annually by HUD for home repairs. The GHFC grant programs are administered by the Community Development Department, with support from the Office of Neighborhood Vitality and Code Compliance departments. In 2024, the GHFC offered \$540,000 through a Garland Partnership Program grant to the City of Garland. To date, 100% of these funds have been spent or committed to projects.

Consideration / Recommendation

Staff recommends acceptance of the 2025 Garland Partnership grant funds to enable the continuation of the Housing Repair Program.

Attachments

GHFC 2025 Grant Agreement

**GARLAND HOUSING FINANCE CORPORATION
ADDRESSING GARLAND PARTNERSHIP PROGRAM
DISBURSEMENT AGREEMENT**

THIS AGREEMENT is made and entered into on this the ____ day of _____, 2025, by and between the Garland Housing Finance Corporation (the "GHFC"), a Texas public instrumentality and nonprofit corporation, and the City of Garland, Texas ("City"), a Texas home-rule municipality (collectively, the "Parties").

WITNESSETH:

WHEREAS, the Garland Housing Finance Corporation is a Texas public instrumentality and nonprofit corporation organized and operating pursuant to the Texas Housing Finance Corporations Act, Tex., Loc. Gov't Code §§ 394.001 et seq.; and

WHEREAS, the GHFC was created to provide quality affordable housing for the residents of Garland, Texas; and

WHEREAS, the GHFC's mission is to provide affordable housing in Garland through down payment and closing cost assistance, neighborhood awards, affordable senior & multifamily housing, issuance of bonds, and direct ownership opportunities; and

WHEREAS, the GHFC also administers grant programs designed to enhance the quality of life for residents of Garland; and

WHEREAS, the GHFC desires to partner with the City to fund the GHFC Addressing Garland Partnership Program ("Program"); and

WHEREAS, the Program will help eligible low-income persons, elderly, veteran, or disabled homeowners in Garland or to homeowners residing in a low-income area by providing funds for emergency and other repairs to homes; and

WHEREAS, the GHFC agrees to periodically fund the Program and monitor its application in Garland; and

WHEREAS, the City agrees to administer the Program and perform certain activities in connection with the Program.

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the Parties hereto, to be by them kept and performed as hereafter set forth, the Parties do agree as follows:

AGREEMENT

Article I. Definitions

Unless context clearly suggests a different meaning, the words and phrases set forth in this Article I shall have the following meanings:

1.01 Business Day. Any day other than a Saturday, Sunday, or official City holiday in which Garland's City Hall offices are closed for business.

1.02 Disabled Homeowner. For the purposes of this Agreement, a homeowner who receives monthly disability insurance payments from the United States Social Security Administration and who owns their primary residence.

1.03 Elderly Homeowner. For the purpose of this Agreement, a homeowner who is at or above the age of 62 and owns their primary residence.

1.04 Family Income. The calculated income for a Participant's household as determined by 24 C.F.R. § 5.609.

1.05 Low Income Homeowner. A homeowner whose calculated monthly income meets the definition of low income as specified by then current United States Department of Housing & Urban Development regulations. This definition is subject to change.

1.06 Participant. An eligible homeowner receiving funds administered by this Agreement for making repairs to the homeowner's primary residence.

1.07 Participant Data. Documents and data reflecting a Participant's eligibility for services funded by a Partnership Program, including, but not limited to, the participant's name, address, age, sex, ethnic background, size of household, income level or other basis for determining eligibility, and description of the services funded by a Partnership Program.

1.08 Partnership Program. One of the two Partnership Programs funded by the GHFC and administered by the City pursuant to this Agreement.

1.09 Veteran Homeowner. A homeowner who has served in and was honorably discharged by any branch of the United States military.

Article II. Partnership Programs

2.01 The two categories of Partnership Programs governed by this Agreement are:

(a) The GHFC Repair Partnership Program. This Partnership Program shall provide the Program money to help Participants with home repairs. Repairs shall be classified as

either Minor Repairs or Substantial Repairs.

1. Minor Repairs: The Partnership Program may provide Participants repair services of up to \$10,000 per property.

2. Substantial Repairs: The Partnership Program may provide Participants funding of up to \$35,000.00 per property. If a repair requires more than \$35,000.00, the City must obtain the GHFC's approval.

2.02 Funding under any of the Partnership Programs may be combined federal grant funding accessible to the City, if eligible. In cases of combined funding sources for a single property, the City shall maintain separate contracts and invoices and files to prevent commingling of funds.

2.03 Partnership Program funds are to be used primarily to help low to moderate income homeowners within the city limits of Garland, Texas. The City shall give preference to applicants who are low income; the City shall give additional preference to low-income Disabled Homeowners, Elderly Homeowners, and Veteran Homeowners. The City shall have the discretion to allow applicants who are not Participants in the Partnership Program(s).

Article III. City's Duties

3.01 The City shall administer each Partnership Program. The City's duties shall include:

- (a) Client application intake and processing;
- (b) Project management of all construction activities;
- (c) Approval and payment of invoices for approved projects;
- (d) Case file management; and
- (e) Quarterly reporting the grant status to the GHFC.

3.02 The City shall maintain all records required by the GHFC that are pertinent to the projects to be funded under this Agreement. City shall establish, maintain, and submit to the GHFC records acceptable to the GHFC showing the use of Partnership Program expenditures to benefit Participants. These records shall include, but are not limited to

- (a) Documents providing a full description of each project funded;
- (b) Documents necessary to determine a project's eligibility for Partnership Program funds;

- (c) Documents necessary to establish a Participant's eligibility for Partnership Program funds (applicants shall calculate income and certify that information on the application is true and correct);
- (d) Documents necessary to reflect any improvement to real property funded by Partnership Program funds;
- (e) Participant Data; and
- (f) All other documents necessary to reflect compliance with the Partnership Program.

3.03 The City shall retain all records pertinent to expenditures incurred pursuant to this Agreement for five (5) years after the termination of all activities funded under this Agreement, or after the resolution of all audit findings, whichever is later. Records relating to any Participant must be kept for five (5) years after he or she has received final payment. Notwithstanding the above, if there is litigation, claims, audits, negotiations, or other actions that involve any of the records, the City must retain the records until all issues and actions are resolved, or the expiration of the five-year period, whichever occurs later.

3.04 The City shall make Participant Data available to the GHFC or its designee upon written request.

3.05 Audit.

(a) All City records with respect to any matters covered by this agreement shall, upon reasonable written notice to the City, be made available to the GHFC, the grantor agency, their designees or the United States government, at any time during normal business hours, as often as the GHFC deems necessary, to audit, examine and make excerpts or transcripts of all relevant data. Any deficiencies noted in the audit reports must be fully cleared by the City within 30 days after receipt by the City. Failure to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments or termination.

(b) The agency or entity requesting the audit shall bear the costs of any audit activities.

3.06 Confidentiality of Participant Data. City acknowledges that Participant information collected pursuant to this contract is private and the use or disclosure of such information, when not directly connected with the administration of the City's responsibilities with respect to services provided under this contract, is prohibited unless the City obtains written consent from the Participant or the Participant's parent/guardian if the Participant is unable to consent.

3.07 Progress Reports. The City shall submit written quarterly progress reports to the GHFC in the form and content required by the GHFC. The report shall consist of the following information:

- (a) A spreadsheet identifying the homeowners assisted in the preceding quarter that includes name, address, household income level, family size, whether the homeowner is a veteran, elderly or disabled, and the amount of Program funds awarded; and
- (b) A spreadsheet identifying all administrative expenses.

The GHFC may require additional relevant information, which the City shall also provide.

3.08 Equal Opportunity and Affirmative Action. City agrees that in performing under this Agreement, it shall not discriminate against any worker, employee or applicant for employment, on the basis of race, color, creed, religion, age, sex, national origin, disability status nor otherwise commit an unfair employment practice.

3.09 Nondiscrimination Clause. The City shall administer the Partnership Programs without regard to an applicant's race, color, creed, religion, age, sex, national origin or disability status.

3.10 The City may use fifteen percent (15%) of the funds expended for administrative purposes related to program operations. The City may earmark fifteen percent of the GHFC funds for administrative purposes; however, at the end of the Term, the Parties shall reconcile the amount of earmarked funds against fifteen percent of sum of GHFC money actually expended plus any monies necessary to fund any Project approved but not yet funded. Any positive difference shall be refunded to the GHFC in accordance with Section 5.05 of this Agreement.

Article IV The GHFC's Duties

4.01 In consideration for the City's duties, the GHFC agrees to disburse up to \$540,000.00 during the Term of this Agreement for the Partnership Programs.

4.02 The GHFC shall disburse funds for the Partnership Programs as follows:

- a. The GHFC shall disburse \$180,000.00 to the City within ten (10) days of final execution of this Agreement.
- b. The GHFC shall distribute the remaining \$360,000.00 in two additional installments of \$180,000.00, payable on June 1, 2025, and September 1, 2025. These disbursements shall take place regardless of whether the Partnership Program projects have exhausted funds for any or all of the Partnership Programs.

4.03 The GHFC shall cooperate with the City in providing any information the City requires to obtain additional funding from any other source to help Partnership Program Participants.

Article V Partnership Program budgets

5.01 Each Partnership Program's initial annual budget is as follows:

- a. the GHFC Repair Partnership Program\$540,000.00

5.02 The GHFC reserves the right to adjust budget categories as necessary. Any such adjustment must be presented as an Addendum to this Agreement and must be both in writing and executed by both Parties. The Parties may not reduce Partnership Program's budget below the amount of funds already disbursed or earmarked for existing projects at the time of the adjustment.

5.03 The City may use funds allocated to the GHFC Repair Partnership Program for either Minor Repairs or Substantial Repairs at the City's discretion, within the limits set forth herein above.

5.04 Any Partnership Program funds allocated by the GHFC pursuant to this Agreement which the City has not awarded by the end of the Term shall revert back to the GHFC.

5.05 Upon the termination or expiration of this Agreement, City shall transfer to the GHFC any GHFC Program funds then on hand, less any monies necessary to fund any Project approved but not yet funded, and any accounts receivable attributable to the use of the GHFC Program funds. In addition, the City shall refund to the GHFC any administrative funds due and owing after the reconciliation process set forth in Section 3.10 of this Agreement.

5.06 The sole source of funds for this Agreement is the GHFC Addressing Garland Partnership Program. This Agreement shall not obligate or encumber any other funds of the GHFC.

5.07 Any Partnership Program funds the City has not awarded by the end of a given quarter shall be carried over to the next quarter.

Article VI Term; Quarter

6.01 The Term of Agreement shall begin upon execution by both parties and shall run until the 31st day of December, 2025.

6.02 A Quarter begins on the first day of January, April, July, and October.

Article VII Nonperformance, Suspension, and Termination

7.01 Termination for nonperformance. This Agreement may be terminated by either party if it determines the other party has not met the obligations imposed by this Agreement. The party seeking termination must provide written notice of termination stating what obligations have not been met. The nonperforming party shall have thirty (30) days to perform the duties described in the notice. If it fails to do so, this Agreement is terminated.

7.02 Termination for convenience. Either party may terminate this contract at any time by giving written notice to the other party of such termination and specifying the effective date thereof at least 30 days before the effective date of such termination. In the event of any termination for convenience, all finished or unfinished documents, data, reports or other material prepared by the City under this agreement shall, at the option of the GHFC, become the property of the GHFC, and the City shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

Article VIII Miscellaneous Provisions

8.01 No Assignment. Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

8.02 Severability. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

8.03 Waiver. Either the GHFC or City shall have the right to waive any requirement contained in this Agreement, which is intended for the waiving party's benefit, but, except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended.

8.04 Governing Law. This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. Exclusive venue for any action arising out of this Agreement shall be in Dallas County, Texas.

8.05 Paragraph Headings. The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof.

8.06 Binding Effect. Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

8.07 Interpretation of terms. Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

8.08 Counterparts. This Agreement has been executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

8.09 Exhibits. All exhibits and amendments to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

8.10 Entire Agreement. It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.

8.11 Amendments. The Parties may amend this Agreement at any time provided the amendment is made in writing and signed by both Parties.

8.12 Relationship of Parties. Nothing contained in this Contract shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Contract nor any act or acts of the parties hereto shall be deemed to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this Contract.

8.13 Notices. Communications and details concerning this contract shall be directed to the following contact representatives:

City of Garland:

Ms. Mona Woodard
City of Garland
Department of Housing and Community Services
800 Main Street
Garland, TX 75040

Garland Housing Finance Corporation:

Mr. David W. Gibbons
Garland Housing Finance Corporation
1675 West Campbell Rd.
Garland, TX 75044

EXECUTED this ____ day of _____, 2025.

CITY OF GARLAND, TEXAS

By:

Judson Rex
City Manager

Approved as to form:

Trey Lansford
Deputy City Attorney

EXECUTED this ____ day of _____, 2025.

**GARLAND HOUSING
FINANCE CORPORATION**

By:



David W. Gibbons
Executive Director



GARLAND
PLANNING REPORT

City Council Regular Session

5. a.

Meeting Date: 04/01/2025

Item Title: Garland Development Code (GDC) Amendment (25-04)

Submitted By: Nabila Nur, Planning and Development Director

REQUEST

Hold a public hearing and consider amendments to Chapter 2, Article 5 Use Regulations, Chapter 2, Attachment 1 -- Land Use Matrix as it relates to Commercial Drone Delivery Hub, and Chapter 6 Definitions. The purpose of this amendment is to establish regulations and standards for Commercial Drone Delivery Hubs.

PLAN COMMISSION RECOMMENDATION

On March 10, 2025, the Plan Commission, by a vote of nine (9) to zero (0), recommended approval of the proposed amendment.

BACKGROUND

With the increasing use of commercial drone delivery options by many businesses, the Development Services Committee has recently evaluated the feasibility of incorporating regulations for those facilities and reported out to City Council recommending the following updates:

- Creating definitions for the following new terms:
 - Commercial Drone Delivery Hub (Large) -- takeoff weight of 55 pounds or over
 - Commercial Drone Delivery Hub (small) -- takeoff weight of under 55 pounds
- Drone Staging Area
- Establishing setbacks and placement requirements for the drone staging area
- Formulating screening requirements for equipment/accessory structure
- Regulating proximity to noise-sensitive uses
- Establishing parking and loading requirements
- Formulating specific hours of operation
- Updating the use chart for these uses

Attachments

Ordinance Drone Delivery

Exhibit A Drone Delivery Land Use Matrix

Drone Amendment R&M

ORDINANCE NO. XXXXX

AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 2, "ZONING REGULATIONS," THE LAND USE MATRIX OF CHAPTER 2, AND CHAPTER 6, "DEFINITIONS" OF THE GARLAND DEVELOPMENT CODE OF THE CITY OF GARLAND, TEXAS; PROVIDING A SAVINGS CLAUSE; A SEVERABILITY CLAUSE; AND AN EFFECTIVE DATE.

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

Section 1

That Section 2.52 "Special Standards for Certain Uses," of Chapter 2, Article 5, "Use Regulations," of the Garland Development Code of the City of Garland, Texas, is hereby amended *by addition* to add Section 2.52(A)(38) and to read as follows:

"Section 2.52 Special Standards for Certain Uses

. . .

(38) Commercial Drone Delivery Hubs. A Commercial Drone Delivery Hub must comply with the following standards and conditions, and any property specific standards expressly provided for in the Specific Use Provision:

(a) Commercial Drone Delivery Hubs (large). A commercial drone delivery hub (large) may be allowed, if and where granted a specific use provision, in an Industrial district if the requirements of this section are met.

(b) Commercial Drone Delivery Hubs (small). A commercial drone delivery hub (small) is allowed as a primary use, if and where granted a specific use provision, in the Industrial, Heavy Commercial, Light Commercial, and Community Retail districts when the requirements of this section are met.

(c) Drone Staging Areas.

- i. The drone staging area must be designated on a site plan.

- ii. The drone staging area must not be placed;
 - a. Within any required building setbacks;
 - b. Within any required landscape edge;
 - c. Withing fire lanes, easements, maneuvering aisles, customer pick-up lanes, or required loading zones or parking spaces; or
 - d. So as to obstruct visibility or interfere with pedestrian or vehicle circulation.
- iii. When located at grade, any goods, materials, containers, trailers, or other equipment must be screened according to the requirements for open storage consistent with Division 5, Article 3 of Chapter 4 of this GDC. Landing pads are exempt from this screening requirement. The Plan Commission may waive the requirements with approval of a site plan.
- iv. When a drone staging area is located on top of a building:
 - a. Any roof-mounted mechanical equipment, excluding landing pads, is subject to the mechanical screening requirements in consistent with section 4.46 Screening of Roof- and Ground-Mounted Mechanical Equipment of this GDC, and
 - b. Any additional structure, parapet wall, screening, safety railing, or other appurtenance associated with the commercial drone delivery hub is subject to the maximum height requirement of the district, except a single mast up to 10 feet in height for

a windsock may exceed the maximum height requirement.

v. Antennas and antenna support structures are subject to the requirements consistent with Division 5, Article 5 of Chapter 2 of this GDC.

vi. Proximity to Noise-Sensitive Uses

a. The drone staging area for a commercial drone delivery hub (small) shall not be located within 150 feet of any property upon which a residential dwelling is located.

b. The drone staging area for a commercial drone delivery hub (large) shall not be located within 300 feet of any property upon which a residential dwelling is located.

c. The measurement of the required buffer is to be made in a straight horizontal line from the edge of the drone staging area to the closest property line of a property containing a residential dwelling.

d. Notwithstanding any provision contained herein to the contrary, sound levels may not exceed the limitations on environmental sound levels described in Section 22.69 of the Code of Ordinances.

e. Sound study.

i. The minimum distances contained within this subsection may be lowered if the applicant can present evidence to the Plan Director from a sound study that the proposed drone delivery hub, when drones are immediately taking off, produces less than 70 dba when measured from the

nearest residential property boundary.

ii. For purposes of this section, a sound study must be prepared by a professionally accredited or licensed acoustical consultant or acoustical engineer.

iii. In the event the minimum required distances are lowered due to a sound study, drone delivery hub operations may not continue after 9:00 p.m.

(d) Parking and loading.

i. Parking is not required for an accessory commercial drone delivery hub use.

ii. Loading spaces shall be provided for a commercial drone delivery hub as required by Section 4.22 of this GDC. Loading spaces shall not be required for an accessory commercial drone delivery hub use.

iii. There shall be one parking space per 1,000 square feet of areas designated for storage or warehousing, plus one space per 300 square feet of floor area for office, customer service, or other areas.

..."

Section 2

That the "Land Use Matrix," of Chapter 2, of the Garland Development Code of the City of Garland, Texas, is hereby amended *in part* under "Commercial Uses," as more particularly depicted and described in Exhibit "A", which is attached hereto and incorporated herein by reference.

Section 3

That 6.03 "Definitions" of Chapter 6, "Definitions" of the Garland Development Code of the City of Garland, Texas, is hereby amended *by addition* to read as follows:

"Section 6.03 Definitions

...

Commercial Drone Delivery Hub (Large): An area of land, structural surface, building, or structure with one or more designated drone staging areas for use by unmanned aircraft, including but not limited to those defined under Commercial Drone Delivery Hub (Small), to distribute commercial goods by air. This includes any appurtenant areas used or intended for use for unmanned aircraft system buildings, structures, and other facilities.

Commercial Drone Delivery Hub (Small): An area of land, structural surface, building, or structure with one or more designated drone staging areas for use by small, unmanned aircraft systems (sUAS) under 55 pounds total takeoff weight or as defined in Section 44801 of Title 49, United States Code, as amended, whichever is the lesser, to distribute commercial goods by air. This includes any appurtenant areas used or intended for use for unmanned aircraft system buildings, structures, and other facilities.

...

Drone Staging Area: a designated area over which an unmanned aircraft completes the final phase of the approach, to a hover or a landing, and from which an unmanned aircraft initiates take-off. The Drone Staging Area includes both the launch pads and any required safety areas, and may include areas for the outdoor storage of goods, materials, containers, trailers, or other equipment.

..."

Section 4

That Chapter 2 of the Garland Development Code shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 5

That a violation of any provision of this Ordinance shall be a misdemeanor punishable in accordance with Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas.

Section 6

That the terms and provisions of this Ordinance are severable and are governed by Sec. 1.07 of the Garland Development Code of the City of Garland, Texas.

Section 7

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

PASSED AND APPROVED this [] day of [] 2025.

CITY OF GARLAND, TEXAS

Mayor

ATTEST:

City Secretary

PUBLISHED:

Exhibit "A"
Ch.2 Land Use Matrix

"...

COMMERCIAL USES

...

	AG	SF-E	SF-10	SF-7	SF-5	SFA	2F	MF (MF-0, MF-1 and MF-2)	NO	CO	NS	CR	LC	HC	IN	U R	UB	DT (see Ch. 7)	Parking Requirements	Cross- Reference(s) for Special Standards
Commercial Drone Delivery Hub (large)															S			-		2.52 (38)
Commercial Drone Delivery Hub (small)												S	S	S	S					2.52 (38)

..."

REPORT & MINUTES

P.C. Meeting, March 10, 2025

3c. APPROVED Hold a public hearing to consider amendments to Chapter 2, Article 5 Use Regulations, Chapter 2, Attachment 1 -- Land Use Matrix as it relates to Commercial Drone Delivery Hub, and Chapter 6 Definitions.

Planning Director, Nabila Nur, provided an overview of the amendments to Chapter 2, Article 5 Use Regulations, Chapter 2, Attachment 1 -- Land Use Matrix as it relates to Commercial Drone Delivery Hub, and Chapter 6 Definitions and remained available for questions.

Motion was made by Commissioner Dalton to close the public hearing and **approve** the amendment as presented. Seconded by Commissioner Duckworth. **Motion carried: 9 Ayes, 0 Nays.**



GARLAND

PLANNING REPORT

City Council Regular Session

6. a.

Meeting Date: 04/01/2025

Item Title: Z 24-37 Prime Data Centers / Munsch Hardt Kopf & Harr (District 7)

Submitted By: Matthew Wolverton, Development Planner

REQUEST

Approval of 1) an expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary to primarily accommodate a change in the driveway location 2) an updated Concept Plan for a Data Center and Electric Substations.

LOCATION

Northeast Corner of Arapaho Road and Holford Road

OWNER

Woodlands of Spring Creek LP

PLAN COMMISSION RECOMMENDATION

On December 9th, 2024, with a nine (9) to zero (0) vote, the Plan Commission recommended approval of 1) an expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary to primarily accommodate a change in the driveway location 2) an updated Concept Plan for a Data Center and Electric Substations.

STAFF RECOMMENDATION

As the proposed expansion of an existing PD generates the path for a more efficient use of an approved development site and enables building footprint to be placed away from a natural preserve, staff recommends approval of 1) an expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary 2) an updated Concept Plan for a Data Center and Electric Substations.

BACKGROUND

The subject property is currently undeveloped. The applicant proposes an update to Planned Development (PD) District 23-47 for Community Office (CO) District Uses containing a data center and an electric substation to support the data center. This update will expand the site from 48.93 acres to 54.54 acres by adding a 5.611-acre piece of land zoned Agricultural (AG) District at the corner of Arapaho Road and Holford Road. This land is proposed to be rezoned and incorporated into the existing PD and data center site, containing access points, a gate, and other proposed equipment.

SITE DATA

The subject property contains approximately 54.54 acres with the addition to the site being 5.611 acres. Also, the site has approximately 2,275 linear feet of frontage along Holford Road and 700 linear feet along Arapaho Road. The site can be accessed from two access points along Holford Road within the 5.611-acre addition.

USE OF PROPERTY UNDER CURRENT ZONING

The subject property is zoned Planned Development (PD) District 23-47 for Community Office Uses and Data Center with an accompanying substation and Agricultural (AG) District. The Agricultural District is generally intended for agricultural or open space purposes.

The expansion of the Planned Development (PD) District 23-47 onto the neighboring Agricultural (AG) District lot triggers a rezoning of the site, though a data center and accompanying substation are now allowed by right on the land included in the Planned Development. The inclusion of the additional area within the PD would ensure the entire

development of the proposed data center remain under one zoning district. Additionally, the updated concept plan incorporates the change of the driveway location and access points, which creates improved vehicular entry/exit and flow for the site and also shifts the buildings southward, away from the Spring Creek Forest Preserve, which is considered an added benefit. There are no proposed changes to the provisions and conditions approved with the original PD 23-47.

CONSIDERATIONS

Planned Development:

The Planned Development (PD) District Ordinance 23-47 will remain in effect on the current site and applied to the proposed area of expansion, if approved.

COMPREHENSIVE PLAN

The Envision Garland Plan designates the subject property as Compact Neighborhoods. Compact neighborhoods provide areas for moderate increases in residential density, including single-family attached and single-family detached housing. It expands housing options through infill and redevelopment, while continuing walkable development patterns.

The proposed expansion will not have an additional impact on the area as it would be an expansion of an approved development.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The property to the northeast is zoned Agricultural (Ag) and contains the Spring Creek preserve. The properties to the east are zoned Planned Development (PD) District 19-04 and Multi-Family-1 (MF-1) District; these properties are developed with apartment complexes. The properties to the south are zoned Planned Development (PD) District 22-80 and Planned development (PD) District 21-01; there is a senior living complex under construction. The properties to the west, across Holford Road, are zoned Agricultural (AG) District, Single-Family-7 (SF-7) District and Planned Development (PD) District 78-83; there is a fire station across Holford Road.

Attachments

Z 24-37 Location Map
Z 24-37 PD Conditions
Z 24-37 Concept Plan
Z 24-37 R&M
Z 24-37 Responses
Z 24-37 Staff Presentation



PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 23-47

2000 Holford Road

- I. **Statement of Purpose:** The purpose of this Planned Development is to approve a Data Center and Electric Substations.
- II. **Statement of Effect:** This Planned Development shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. **General Regulations:** All regulations of the Community Office (CO) District are included by reference and shall apply, except as otherwise specified by this ordinance.

IV. **Development Plans:**

Detail Plan: Development shall be in general conformance with the Detail Plan labeled Exhibit C through Exhibit E. In the event there is conflict between the approved Detail Plan and the Specific Regulations below, the Specific Regulations shall apply.

V. **Specific Conditions:**

- A. Permitted Uses: Only a Data Center Use and Electric Substation Use shall be permitted on the subject property.
- B. Site Plan: The site layout, building placement, parking and other development proposed shall be in general conformance with the approved Site Plan labeled Exhibit C.
- C. Landscape Plan: Screening and landscaping shall be in general conformance with the landscape plan labeled Exhibit D.

If an easement interferes with landscaping along Holford Road, the large canopy trees may be

substituted with small ornamental trees.

1. Landscaping must be regularly maintained in a healthy, growing condition and in compliance with this PD Ordinance, the Garland Development Code, the Code of Ordinances of the City of Garland, and the landscaping plan attached hereto at all times. The property owner is responsible for regular weeding, mowing of grass, irrigation, fertilizing, pruning, or other maintenance of all plantings as needed. All exposed ground surfaces on or within the premises shall be properly improved, covered with screening or other approved solid material, or protected with a vegetative growth that prevents soil erosion and ameliorates objectionable dust conditions.
2. Any plant or vegetation that dies must be replaced with another approved plant variety that complies with the approved landscape plan within sixty (60) days after receipt of written notification from the City. In the event the property owner fails to remedy a violation of any landscaping maintenance regulation within sixty (60) days after receipt of written notification from the City, the City may, in addition to any other remedy available by law, withhold future city permits, licenses and/or certificates requested by the property owner for the premises to which such violation applies.
3. Screening and paving must be regularly maintained in compliance with this PD Ordinance, the Garland Development Code, and the Code of Ordinances of the City of Garland at all times. The property owner is responsible for regular maintenance of all screening and paving as needed. In the event the property owner fails to remedy a violation of any screening or paving maintenance regulation within sixty (60) days after receipt of written notification from the City, the City may, in addition to any other remedy available by law, withhold future city permits, licenses and/or certificates requested by the property owner for the premises to which such violation applies.

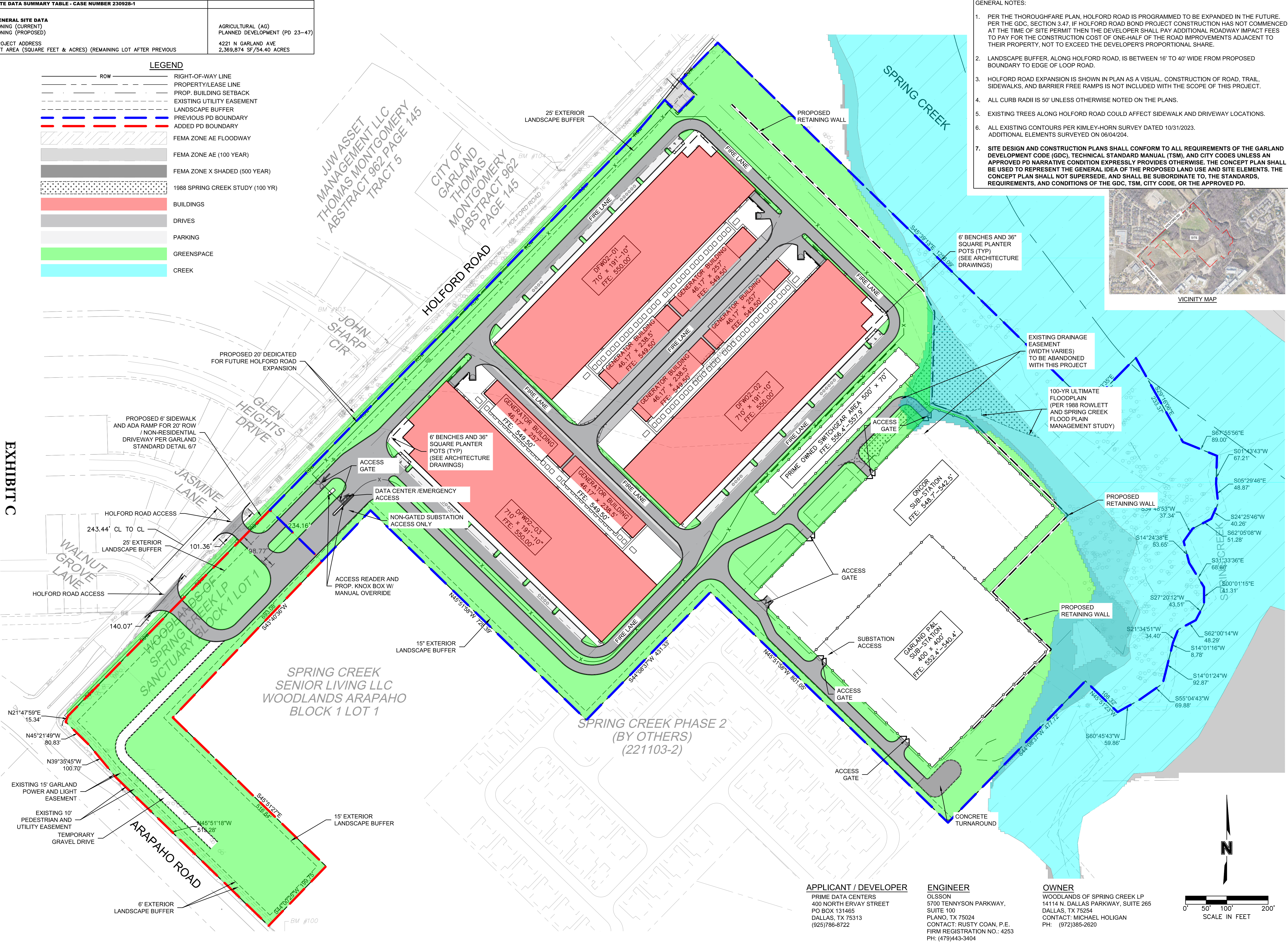
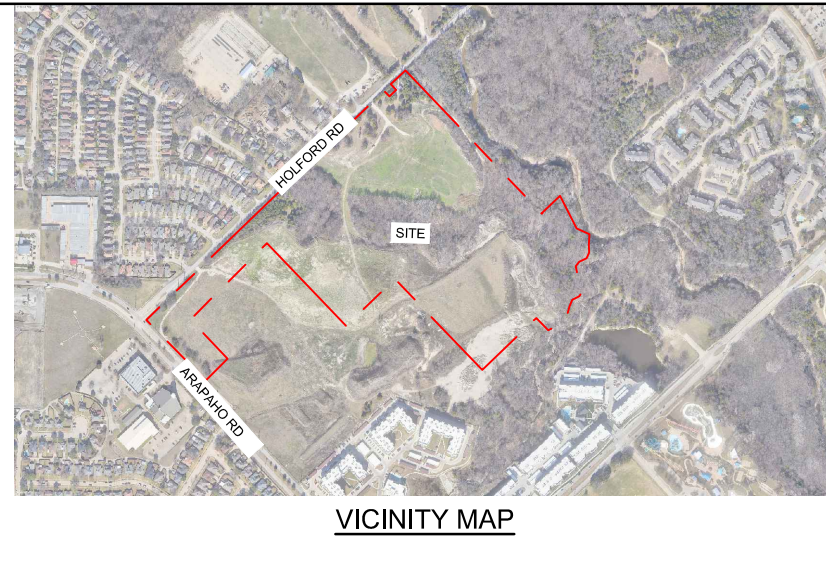
- D. Elevations: Building Elevations shall be in general conformance with the elevations labeled Exhibit E.

SITE DATA SUMMARY TABLE - CASE NUMBER 230928-1	
GENERAL SITE DATA	
ZONING (CURRENT)	AGRICULTURAL (AG)
ZONING (PROPOSED)	PLANNED DEVELOPMENT (PD 23-47)
PROJECT ADDRESS	4221 N GARLAND AVE
LOT AREA (SQUARE FEET & ACRES) (REMAINING LOT AFTER PREVIOUS)	2,369,874 SF/54.40 ACRES

LEGEND

—	RIGHT-OF-WAY LINE
- - -	PROPERTY/LEASE LINE
- - -	PROP. BUILDING SETBACK
- - -	EXISTING UTILITY EASEMENT
- - -	LANDSCAPE BUFFER
- - -	PREVIOUS PD BOUNDARY
- - -	ADDED PD BOUNDARY
///	FEMA ZONE AE FLOODWAY
■	FEMA ZONE AE (100 YEAR)
■	FEMA ZONE X SHADED (500 YEAR)
■	1988 SPRING CREEK STUDY (100 YR)
■	BUILDINGS
■	DRIVES
■	PARKING
■	GREENSPACE
■	CREEK

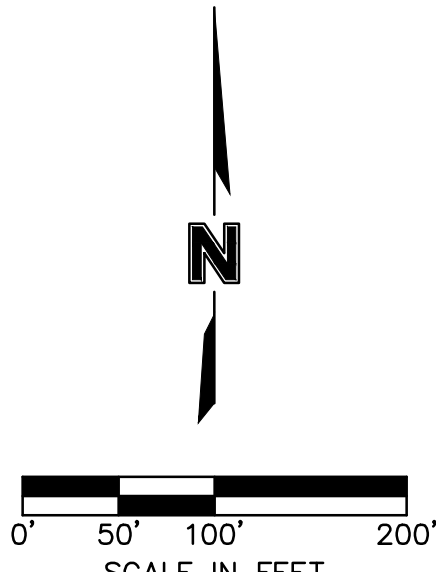
- GENERAL NOTES:
- PER THE THOROUGHFARE PLAN, HOLFORD ROAD IS PROGRAMMED TO BE EXPANDED IN THE FUTURE. PER THE GDC, SECTION 3.47, IF HOLFORD ROAD BOND PROJECT CONSTRUCTION HAS NOT COMMENCED AT THE TIME OF SITE PERMIT THEN THE DEVELOPER SHALL PAY ADDITIONAL ROADWAY IMPACT FEES TO PAY FOR THE CONSTRUCTION COST OF ONE-HALF OF THE ROAD IMPROVEMENTS ADJACENT TO THEIR PROPERTY, NOT TO EXCEED THE DEVELOPER'S PROPORTIONAL SHARE.
 - LANDSCAPE BUFFER, ALONG HOLFORD ROAD, IS BETWEEN 16' TO 40' WIDE FROM PROPOSED BOUNDARY TO EDGE OF LOOP ROAD.
 - HOLFORD ROAD EXPANSION IS SHOWN IN PLAN AS A VISUAL. CONSTRUCTION OF ROAD, TRAIL, SIDEWALKS, AND BARRIER FREE RAMPS IS NOT INCLUDED WITH THE SCOPE OF THIS PROJECT.
 - ALL CURB RADII IS 50' UNLESS OTHERWISE NOTED ON THE PLANS.
 - EXISTING TREES ALONG HOLFORD ROAD COULD AFFECT SIDEWALK AND DRIVEWAY LOCATIONS.
 - ALL EXISTING CONTOURS PER KIMLEY-HORN SURVEY DATED 10/31/2023. ADDITIONAL ELEMENTS SURVEYED ON 06/04/2024.
 - SITE DESIGN AND CONSTRUCTION PLANS SHALL CONFORM TO ALL REQUIREMENTS OF THE GARLAND DEVELOPMENT CODE (GDC), TECHNICAL STANDARD MANUAL (TSM), AND CITY CODES UNLESS AN APPROVED PD NARRATIVE CONDITION EXPRESSLY PROVIDES OTHERWISE. THE CONCEPT PLAN SHALL BE USED TO REPRESENT THE GENERAL IDEA OF THE PROPOSED LAND USE AND SITE ELEMENTS. THE CONCEPT PLAN SHALL NOT SUPERSEDE, AND SHALL BE SUBORDINATE TO, THE STANDARDS, REQUIREMENTS, AND CONDITIONS OF THE GDC, TSM, CITY CODE, OR THE APPROVED PD.



APPLICANT / DEVELOPER
PRIME DATA CENTERS
400 NORTH ERVAY STREET
PO BOX 131465
DALLAS, TX 75313
(925)786-8722

ENGINEER
OLSSON
5700 TENNYSON PARKWAY,
SUITE 100
PLANO, TX 75024
CONTACT: RUSTY COAN, P.E.
FIRM REGISTRATION NO.: 4253
PH: (479)443-3404

OWNER
WOODLANDS OF SPRING CREEK LP
14114 N. DALLAS PARKWAY, SUITE 265
DALLAS, TX 75254
CONTACT: MICHAEL HOLIGAN
PH: (972)385-2620



olsson TX State Certificate of Authority #F-4253 3537 N Steele Blvd. Fayetteville, AR 72703 TEL 479.443.3404 www.olsson.com	
BY	
REVISIONS DESCRIPTION	
DATE	
REV. NO.	
REVISIONS	
2024	
GARLAND, TX	
SITE PLAN	
PRIME DATA CENTER-DFW02	
CONCEPT PLAN	
drawn by: JBW checked by: C.J.L. approved by: MKL QA/QC by: MKL project no.: E23-03967 drawing no.: date: 11/13/2024	
SHEET 1 of 1	

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EXHIBIT C

REPORT & MINUTES

P.C. Meeting, December 9, 2024

3b. APPROVED Consideration of the application of **Prime Data Centers / Munsch Hardt Kopf & Harr**, requesting approval of 1) an expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary to primarily accommodate a change in the driveway location 2) an updated Concept Plan for a Data Center and Electric Substations. The site is located at the Northeast Corner of Arapaho Road and Holford Road. (District 7) (File Z 24-37)

Ms. Nur provided a presentation and answered questions of the Plan Commission.

There was a question by the Commission regarding the traffic that this development could potentially bring.

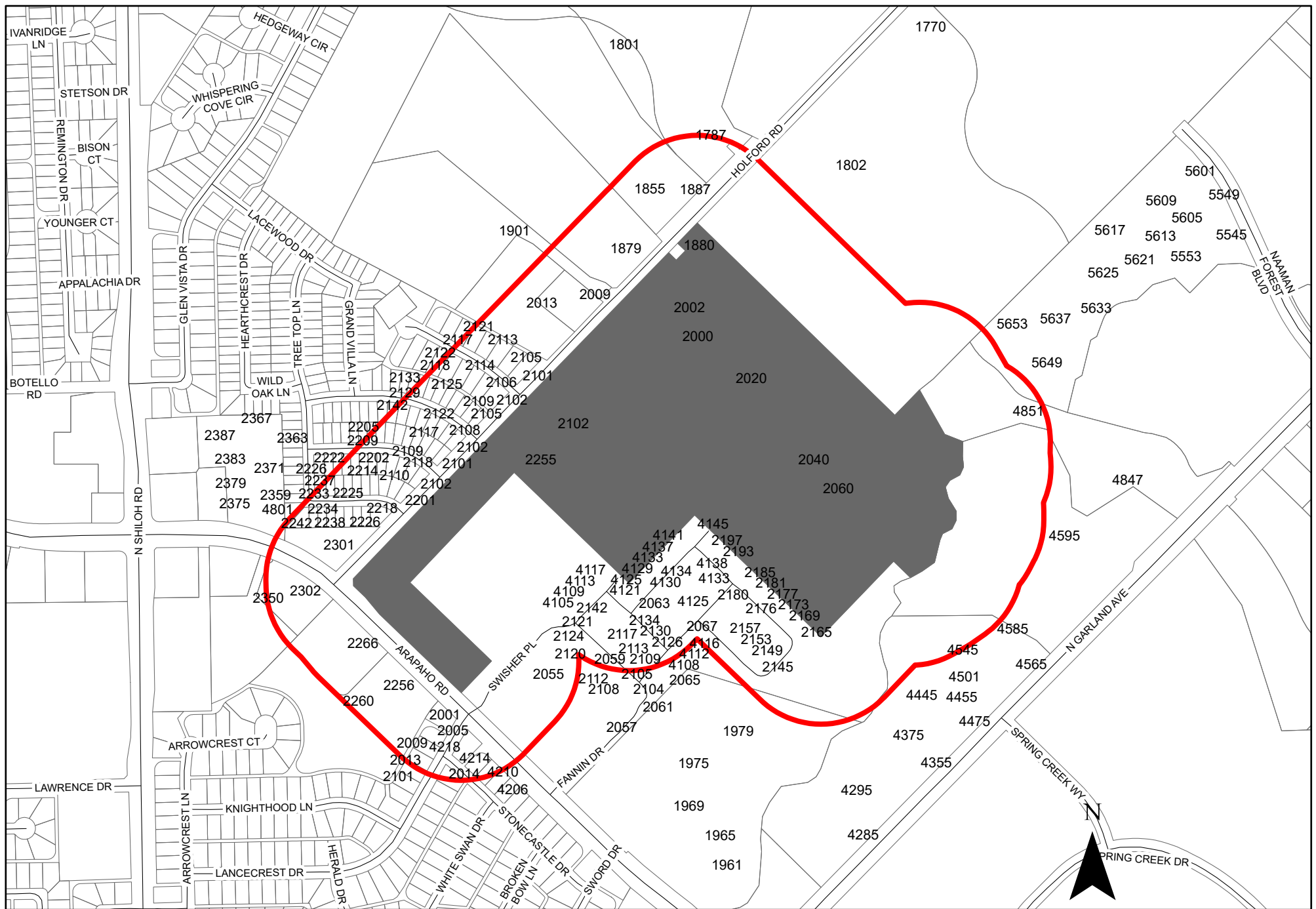
Staff clarified that this development would not produce an increase in traffic.

The applicant, Angela Hunt, 500 N. Akard St., Dallas, TX 75201, provided an overview of the request and remained available for questions.

There was a question by the Commission regarding the future use of the corner of the property once the construction is finished.

The applicant stated that the plans will be to speak with the City for potential uses down the line once the development is finished.

Motion was made by Commissioner Abell to close the public hearing and **approve** the application as presented. Seconded by Commissioner Rose. **Motion carried: 9 Ayes, 0 Nays.**



0 500 1,000 ft

ZONING MAP Z 24-37

INDICATES AREA OF REQUEST
 INDICATES NOTIFICATION AREA

Northeast Corner of Arapaho Road and Holford Road

Zoning Response Case Comments

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 24-37	December 9, 2024	January 7, 2025	Matthew Wolverton

Z 24-37 Prime Data Centers/Munsch Hardt Kopf & Harr. The applicant proposes an expansion of the existing Planned Development (PD) District 23-47 for a Data Center and Electric Substations to the northeast corner of Arapaho Road and Holford Road, currently zoned Agricultural (AG) District. The site is located at 2000 Holford Road. (District 7)

**Andrea
Rodriguez**
12/19/2024
1:06:07 AM

Against

3601 Bluesage

Garland
Texas
United States
75040

Outside of Notification Area



GARLAND
TEXAS MADE HERE

Approval of 1) An expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary to primarily accommodate a change in the driveway location 2) An updated Concept Plan for a Data Center and Electric Substations.

City Council Meeting

January 7, 2025

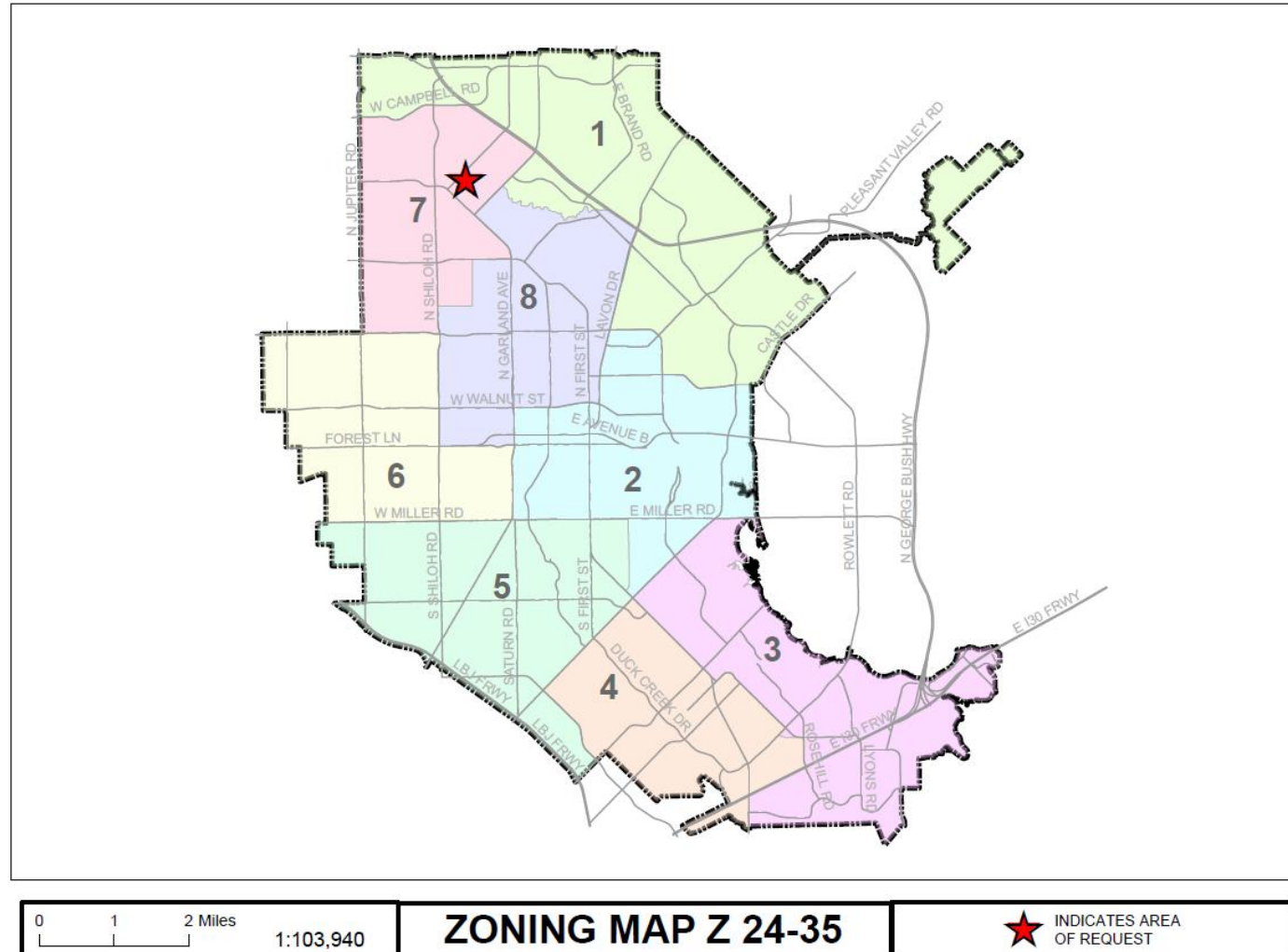
Z 24-37

CASE INFORMATION

Location:	Northeast Corner of Arapaho Road and Holford Road
Applicant:	Prime Data Centers / Munsch Hardt Kopf & Harr
Owner:	Woodlands of Spring Creek LP
Acreage:	54.54 acres
Zoning:	Planned Development (PD) District 00-39 and Agricultural



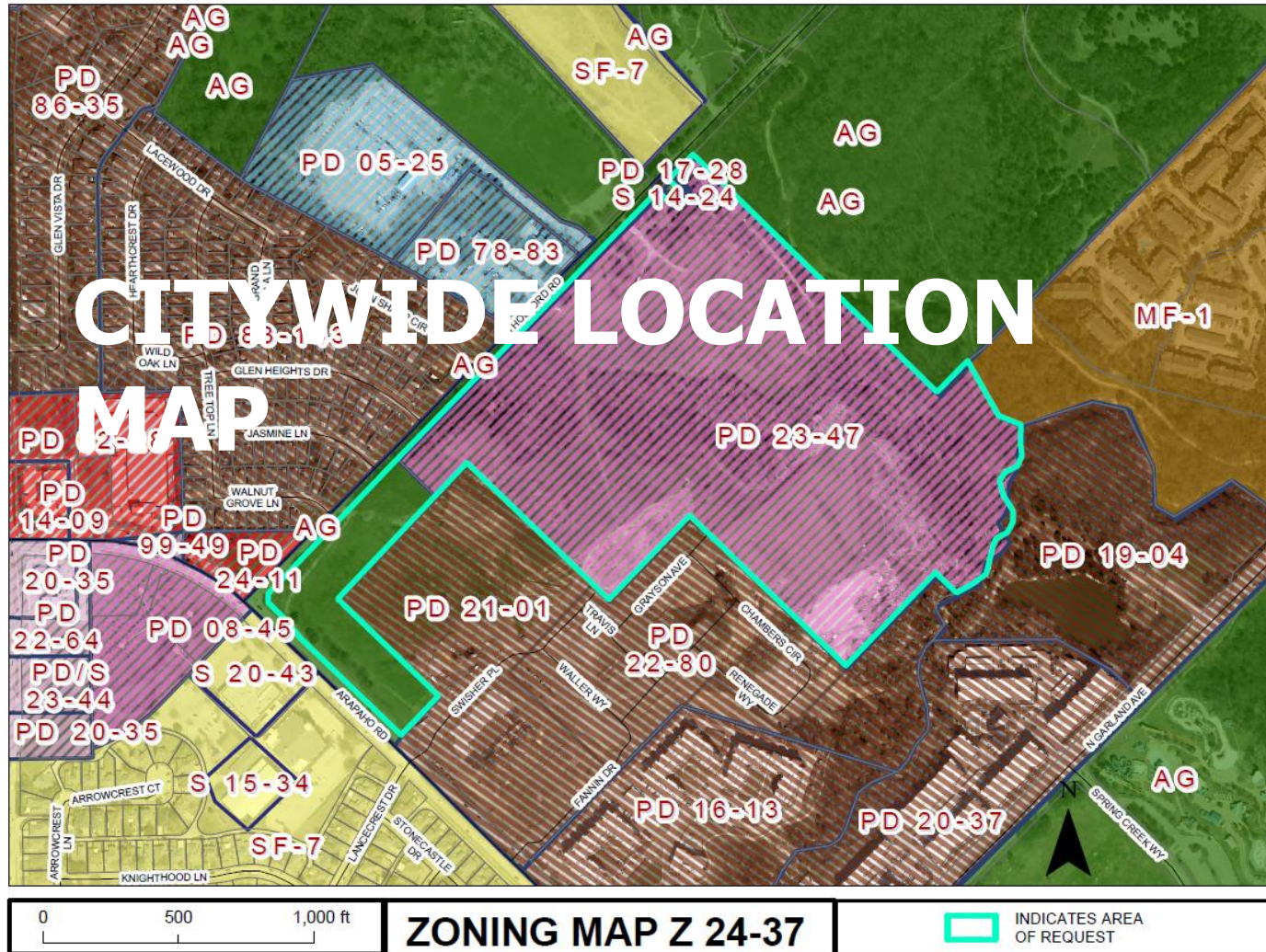
CITYWIDE LOCATION MAP





GARLAND
TEXAS MADE HERE

LOCATION MAP



Northwest Corner of Arapaho Road and Holford Road

Z 24-37



GARLAND
TEXAS MADE HERE

PHOTOS



View from the subject site looking West Toward the neighborhood.



View from the subject site looking down Arapaho Road

Z 24-37



GARLAND
TEXAS MADE HERE

PHOTOS



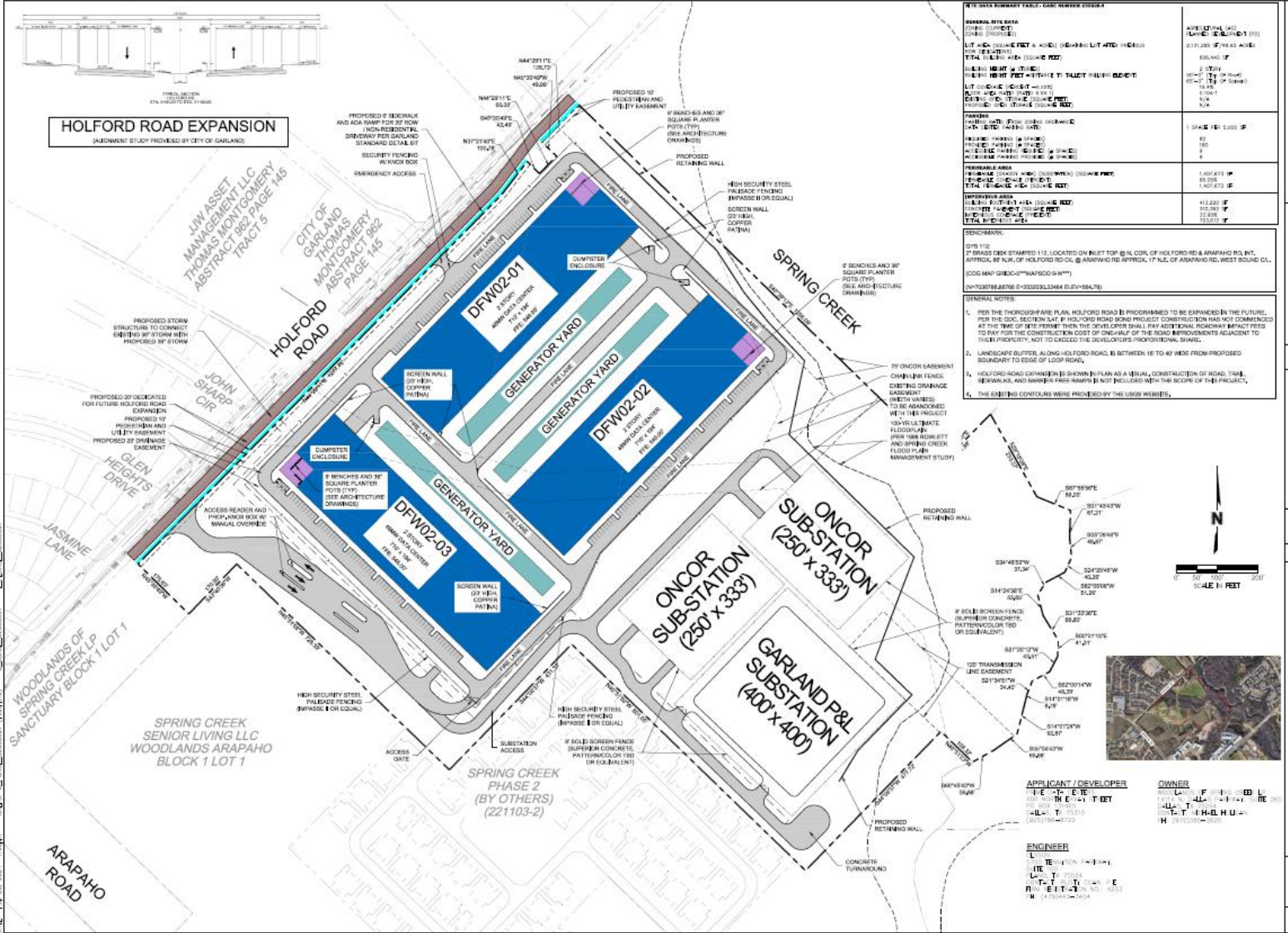
View from the subject site looking North up Holford Road



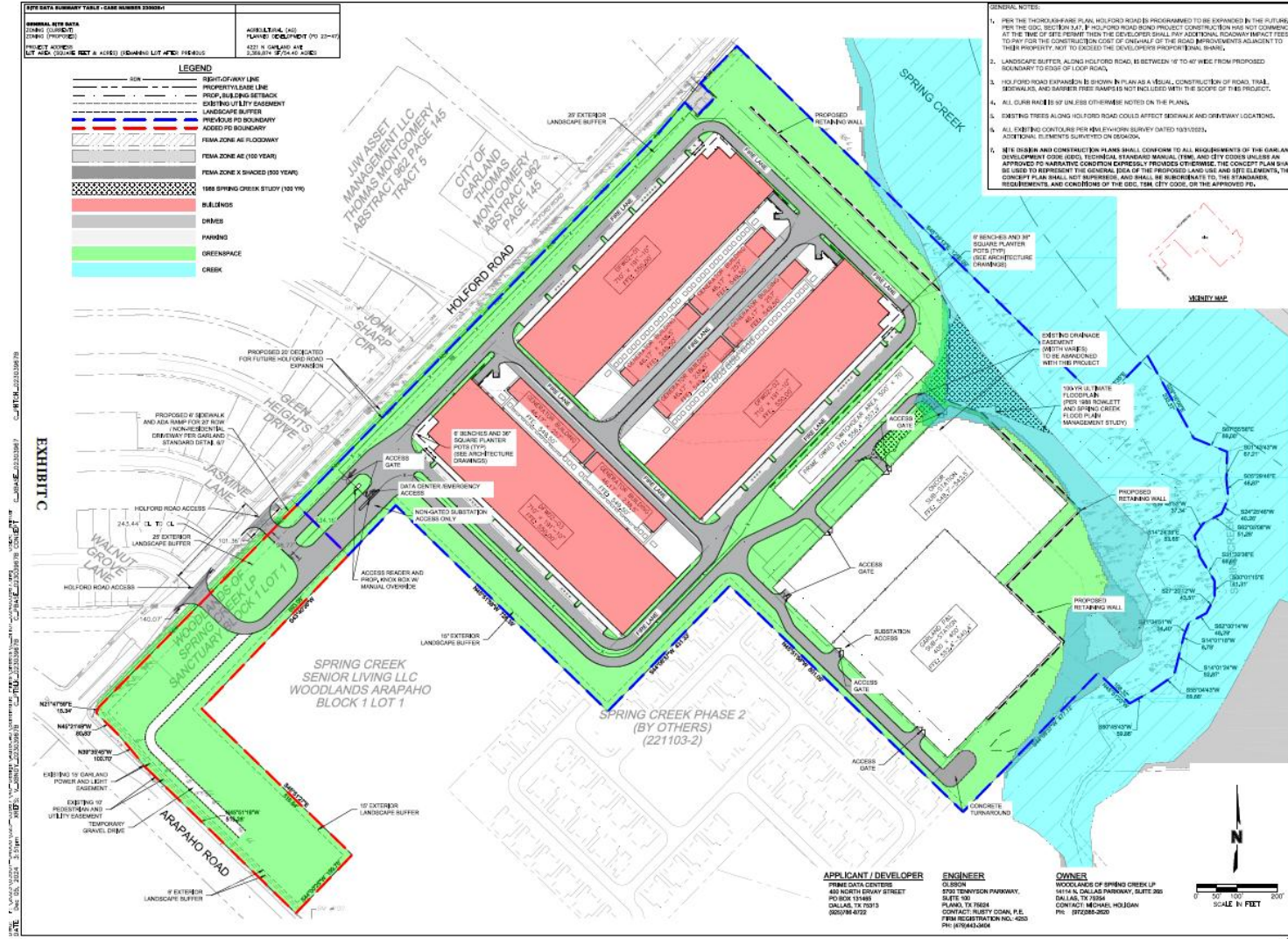
View of the subject site South down Holford Road



PREVIOUS CONCEPT PLAN



UPDATED CONCEPT PLAN





STAFF RECOMMENDATION

Staff is recommending:

- Approval of

- 1) An expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary;
- 2) An updated Concept Plan for a Data Center and Electric Substations.



PLAN COMMISSION

Plan Commission is recommending:

- Approval of

- 1) An expansion of the existing Planned Development district 23-47 for Community Office (CO) uses to include additional area (currently zoned Agricultural) within the PD boundary;
- 2) An updated Concept Plan for a Data Center and Electric Substations.



GARLAND
TEXAS MADE HERE





GARLAND

PLANNING REPORT

City Council Regular Session

6. b.

Meeting Date: 04/01/2025

Item Title: Z 24-18 Tarmandeep Toor (District 7)

Submitted By: Matthew Wolverton, Development Planner

REQUEST

Hold a public hearing and consider approval of 1) a Change in Zoning to a Planned Development (PD) District for Neighborhood Services (NS) Uses and Convenience Store Use, 2) A Specific Use Provision (SUP) for a Fuel Pumps, Retail Use, and 3) a Concept Plan for a Convenience Store with Fuel Pumps, Retail and shopping center.

LOCATION

4151 North Garland Avenue

OWNER

Michael Holigan

PLAN COMMISSION RECOMMENDATION

On March 10, 2025, the Plan Commission, by a vote of nine (9) to zero (0), recommended denial of 1) a Change in Zoning to a Planned Development (PD) District for Neighborhood Services (NS) Uses and Convenience Store Use, 2) A Specific Use Provision (SUP) for a Fuel Pumps, Retail Use, and 3) a Concept Plan for a Convenience Store with Fuel Pumps, Retail and shopping center.

STAFF RECOMMENDATION

While the proposed Convenience Store and shopping center may be consistent with the Future Land Use Map, the Fuel Pumps are not. In addition, a lack of pedestrian-oriented conditions for the development is inconsistent with the comprehensive plan. Staff recommends denial of 1) a Change in Zoning to a Planned Development (PD) District for Neighborhood Services (NS) Uses, 2) A Specific Use Provision (SUP) for a Fuel Pumps, Retail Use, and 3) a Concept Plan for a Convenience Store with Fuel Pumps, Retail and shopping center.

BACKGROUND

The subject property is currently an undeveloped tract of land within Planned Development (PD) District 16-35. The Planned Development District was created with six (6) different tracts allowing for a variety of uses. This site is tract three (3) which only allows Elder Care-Independent Living. The applicant is proposing a rezoning which will allow for Fuel Pumps, Retail and an attached shopping center with multiple suites containing a convenience store. The Convenience Store Use is allowed by SUP within the Neighborhood Services (NS) District and the applicant is requesting it to be allowed by right.

SITE DATA

The subject site is a 2.66-acre undeveloped tract of land and has approximately 460 linear feet of frontage along North Garland Avenue and 223 curvilinear feet along Arapaho Road. The site can be accessed from one point along North Garland Avenue and one point along Arapaho Road.

USE OF PROPERTY UNDER CURRENT ZONING

The site is zoned Planned Development (PD) District 16-35. This site's base zoning is Multi-Family-1 (MF-1). The multifamily district is an attached residential district intended to promote stable, quality, attached-occupancy residential development in livable, sustainable, and compact residential communities at a maximum density of eighteen dwelling units per acre. The principal allowed land uses include low-rise to mid-rise multiple-family dwelling structures that are renter-occupied or owner-occupied (as in condominiums). Recreational, religious, health, and educational uses normally located to serve residential areas are also allowed in this district. This district should be located adjacent to an arterial or collector street and can serve as a buffer between nonresidential development or heavy automobile traffic and medium-density or low-density residential development. This district accommodates a variety of housing types including triplexes, quadplexes, apartments, and condominiums. The MF-1 district, as mentioned in certain sections of the Garland Development Code, is intended to accommodate standard multifamily development.

CONSIDERATIONS

Planned Development

1. The applicant is requesting the base zoning to be changed to the Neighborhood Services (NS) District.
2. In addition to this, the applicant is requesting the Convenience Store Use to be allowed by right, and the Fuel Pumps, Retail to be allowed by Specific Use Provision (SUP).

Specific Use Provision

1. The applicant is requesting the SUP for Fuel Pumps, Retail to be twenty-five (25) years. The SUP time period guide recommends a period of 20-25 years.

Conditions

The Plan Commission and City Council may attach conditions to the Specific Use Provision to mitigate adverse effects of the proposed use and to carry out the intent of this Section.

Conditions may include any, or a combination, of the following:

1. Limitation of building size or height;
2. Increased open space;
3. Limitations on impervious surfaces;
4. Enhanced loading and parking requirements;
5. Additional landscaping, sidewalk, screening, vehicular access and parking improvements;
6. Placement or orientation of buildings and entryways;
7. Buffer yards, landscaping and screening;
8. Signage restrictions and design;
9. Limitation on operation or function of proposed use (for example, hours of operation);
10. Limitation on the effective time period for an SUP; or
11. Any other criteria to safeguard and protect public health, safety, and welfare.

COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Urban Neighborhoods for the subject site. Urban neighborhoods are higher density residential developments that may utilize mixed-use integrated into the surrounding area.

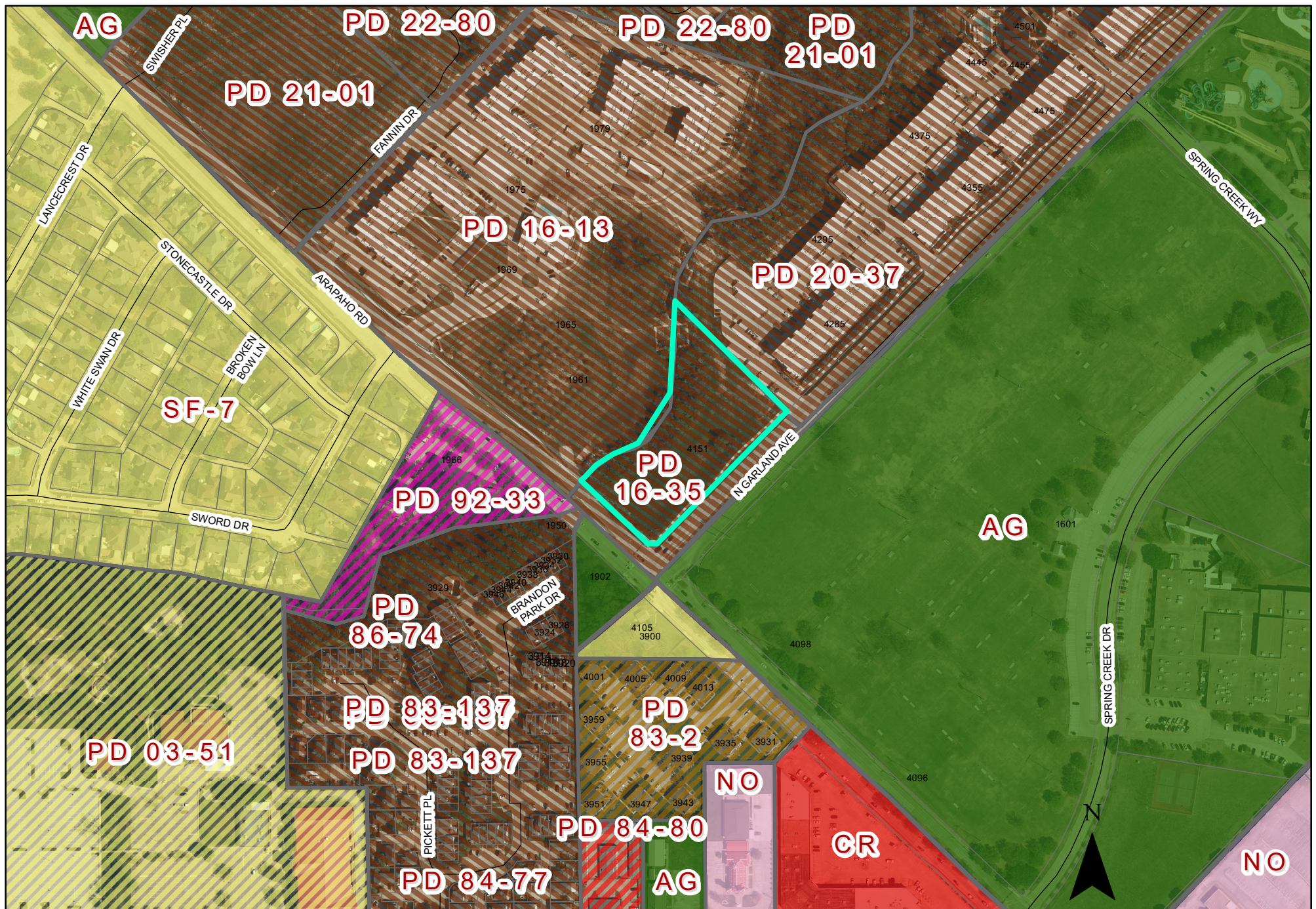
It is envisioned that retail centers such as these promote a mix of uses which promote placemaking and desirable destinations, built around the pedestrian. This location is meant to be integrated into the larger urban Planned Development (PD) District. Although the proposed Convenience Store and Neighborhood Services uses are in general conformance with the comprehensive plan, the Fuel Pumps are not. The site's layout also lacks pedestrian-oriented design elements. These elements include locating the building toward the front of the property with parking in the back along with additional landscaping located along street frontages. Such placemaking principles encourage walkability and increase perceived safety for residents, making the proposed zoning change somewhat inconsistent with the comprehensive plan.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The property to the North is zoned Planned Development (PD) District 16-13 for Mixed Uses, lying within tract two (2), containing a Multi-Family development. The property to the East is zoned Planned Development (PD) District 20-37 for Mixed Uses, lying within tract four (4), containing a Multi-Family development. The properties to the West are zoned Agricultural District (AG), Planned Development (PD) District 86-74, and Planned Development (PD) District 92-33 containing an empty lot, townhomes, and a day care facility. The property to the South is zoned Agricultural (AG) District and contains Winters Park. The surrounding uses are largely restaurant or retail. The Convenience Store and shopping center is generally compatible with the surrounding area's zoning and land use but lacks pedestrian oriented conditions. The Fuel Pumps are not compatible with the surrounding area.

Attachments

Z 24-18 Location Map
Z 24-18 PD & SUP Conditions
Z 24-18 Concept Plan
Z 24-18 R&M
Z 24-18 Responses
Z 24-18 Staff Presentation



ZONING MAP Z 24-18

4151 North Garland Avenue



INDICATES AREA
OF REQUEST

PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 24-18

4151 North Garland Avenue

[Requested by the Applicant]

- I. Statement of Purpose:** The purpose of this Planned Development (PD) is to allow and regulate the development of a Convenience Store with Fuel Pumps, Retail Use.
- II. Statement of Effect:** This Planned Development shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Neighborhood Services (NS) District as set forth in Chapter 2 of the Garland Development Code, Ordinance 6773, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Development Plans:**
- Concept Plan: Development shall be in general conformance with the Concept Plan labeled Exhibit C. In the event there is conflict between the approved Concept Plan and the Specific Regulations below, the Specific Regulations shall apply.
- V. Specific Conditions:**
- A. Permitted Uses: In addition to the uses permitted within the Neighborhood Services (NS) District, Convenience Store Use shall be allowed by right, and Fuel Pumps, Retail allowed by SUP.
- B. Concept Plan: The site layout, building placement, parking, walking paths, and other development proposed shall be in general conformance with the approved Concept Plan labeled Exhibit C.

SPECIFIC USE PROVISION

ZONING FILE Z 24-18

4151 North Garland Avenue

[Requested by the Applicant]

- I. Statement of Purpose:** The purpose of this Specific Use Provision is to allow a Convenience Store with Fuel Pumps, Retail Use.
- II. Statement of Effect:** This Specific Use Provision shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Neighborhood Services (NS) District as set forth in Chapter 2 of the Garland Development Code Ordinance 6773, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Abandonment:** In the event the land use for which this Specific Use Provision was granted ("Land Use") is abandoned, the SUP and all rights to the Land Use are automatically terminated, and the premises must be used in conformance with the PD, GDC, federal, and state law.

For the purposes of this Specific Use Provision, Abandonment is any of the following acts:

- A. A failure to apply for a site or building permit on the premises, where applicable, within 180 days of the effective date of this SUP;
- B. A failure to obtain a certificate of occupancy for the Land use within 730 days of the effective date of this SUP;
- C. A failure to commence operating the Land Use on the premises within 90 days of receiving a final certificate of occupancy for the Land Use;
- D. Discontinuance of the Land Use for a period of 180 days;

E. Applying for, and receiving, a new Certificate of Occupancy for a use other than the Land Use; or

F. Operating a use on the premises, whether as a primary or secondary use, that is not allowed within the PD District, by the GDC, or by state or federal law.

The termination of utilities on the premises for a period of 180 calendar days is prima facie evidence of abandonment and the owner shall have the burden to prove that the Land Use has not been abandoned.

V. Specific Regulations:

Time Period: The Specific Use Provision shall have a twenty-five (25) year time period.

VICINITY MAP

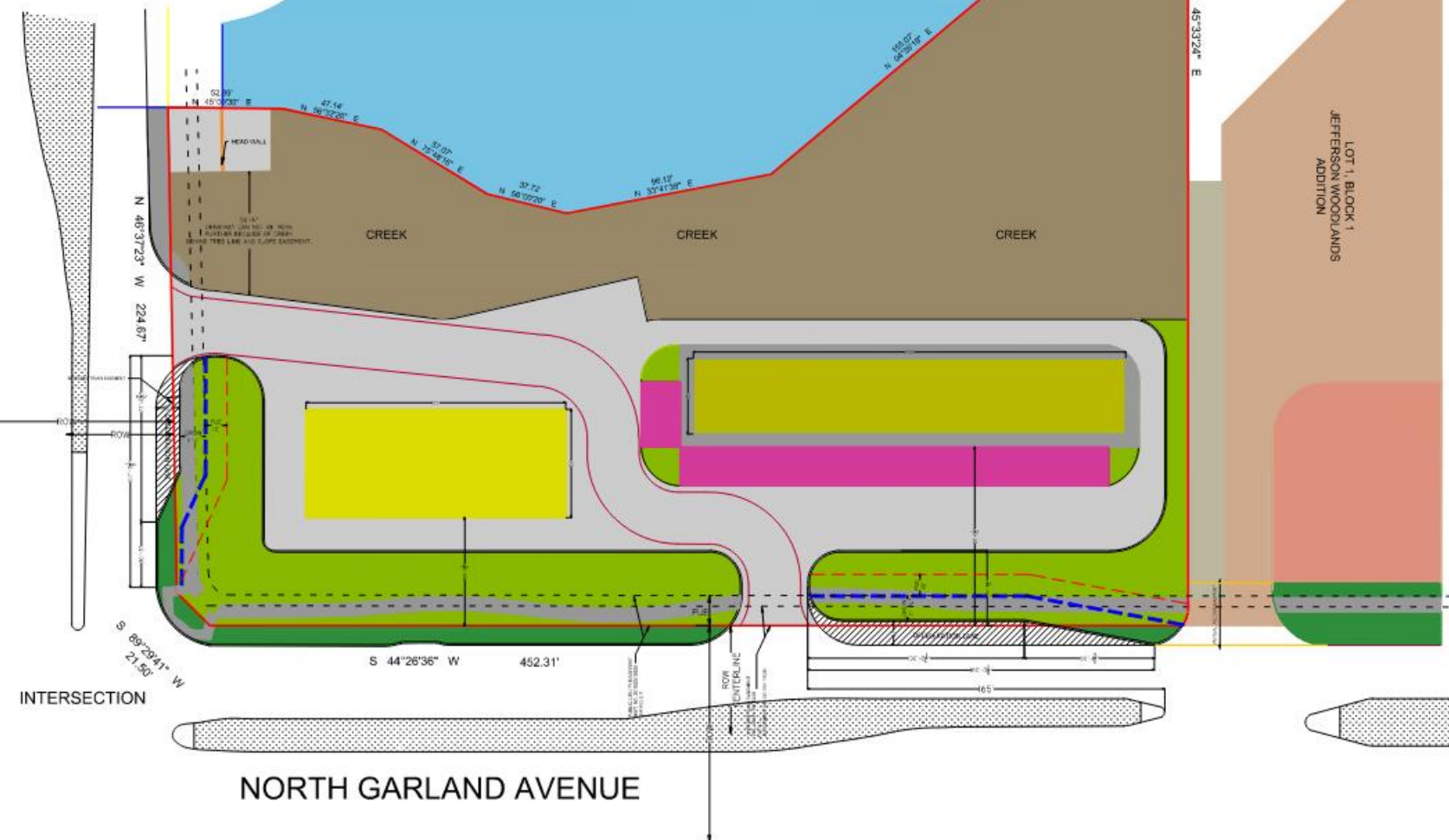


CONVENIENCE STORE & FUEL PUMPS

S.NO	NAME	QTY/AREA	SYMBOL
01	TOTAL PLOT AREA	115,895 SQFT. 2.66 ACRES	
02	CREEK		
03	PROPOSED BUILDING FOOTPRINT		
04	PROPOSED CANOPY FOOTPRINT		
05	PROPOSED GREEN AREA		
06	EXISTING OFFSITE GREENRY		
07	PROPOSED DRIVEWAY		
08	PROPOSED PARKING		
09	FLOOD PLAIN		
10	ADJACENT PROPERTY PARKING		
11	ADJACENT PROPERTY DRAVEWAY		
12	ADJACENT PROPERTY BUILDING		
13	MUTUAL ACCESS EASEMENT		

NOTE: SITE DESIGN AND CONSTRUCTION PLANS SHALL CONFIRM TO ALL REQUIREMENTS OF GARLAND DEVELOPMENT CODE (GDC), TECHNICAL STANDARD MANUAL (TSM), AND CITY CODES UNLESS AN APPROVED PD NARRATIVE CONDITION EXPRESSLY PROVIDES OTHERWISE. THE CONCEPT PLAN SHALL BE USED TO REPRESENT THE GENERAL IDEA OF THE PROPOSED LAND USE AND SITE ELEMENTS. THE CONCEPT PLAN SHALL NOT SUPERSEDE, AND SHALL BE SUBORDINATE TO, THE STANDARDS, REQUIREMENTS, AND CONDITIONS OF THE GDC, TSM, CITY CODE, OR THE APPROVED PD.

ARAPAHO DRIVE



Project Title:-

GAS STATION &
RETAIL

Address:-

4165 N.GARLAND AVE,
GARLAND, TX 75040,USA

Owner Name:-

AJIT PAL SINGH
7609812244
pal.ajit@yahoo.com

Title:-

CONCEPT PLAN

CASE No:-

230912-2

Date: FEB-02-2025

Scale: 1/32" = 1'-0"

Owner Name:-

BORING LLC
5025 BROADWAY AVENUE,
HALTOM CITY, TX 76117

① CONCEPT PLAN

1

REPORT & MINUTES

P.C. Meeting, March 10, 2025

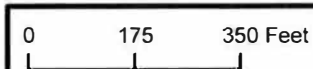
2c. DENIED Consideration of the application of **Tarmandeep Toor**, Hold requesting approval of 1) a Change in Zoning to a Planned Development (PD) District for Neighborhood Services (NS) Uses and Convenience Store Use, 2) A Specific Use Provision (SUP) for a Fuel Pumps, Retail Use, and 3) a Concept Plan for a Convenience Store with Fuel Pumps, Retail and shopping center. The site is located at 4151 North Garland Avenue. (District 7) (File Z 24-18)

Planner II, Matthew Wolverton, presented the request to the Commission and remained available for questions.

The applicant, Tarmandeep Toor, 4221 N. Garland Ave., Garland, TX 75040, provided an overview of the request and remained available for questions.

The Commission asked several questions regarding signage and gas pumps.

Motion was made by Commissioner Rose to **deny** the application as presented. Seconded by Commissioner Jenkins. **Motion carried: 9 Ayes, 0 Nays.**



■ INDICATES AREA OF REQUEST ○ INDICATES NOTIFICATION AREA

4151 North Garland Avenue

Morales, Elisa

From: Wolverton, Matthew
Sent: Friday, February 28, 2025 1:42 PM
To: Morales, Elisa
Subject: FW: concern zone Z 24-18

We have received a response to Z 24-18

From: Ken Thai <kencangthai19@gmail.com>
Sent: Friday, February 28, 2025 1:13 PM
To: Wolverton, Matthew <MWolverton@garlandtx.gov>
Subject: concern zone Z 24-18

You don't often get email from kencangthai19@gmail.com. [Learn why this is important](#)

Dear Mr. Wolverton,

My name is Ken Thai.

I live at 3943 N Garland Ave, Garland, TX 75040.

My mailing address is the same as above.

I vote against this planning development.

Because the North Garland St and the Arapoaho St are crossing each other very narrowly

The huge traffic jams happen every day during school hours and working hours.

There are many mini shops nearby, like Sam, Walmart, Target, Exxon Mobile, Chevron, and more.

the land zone is very so small that I think it can not hold car capacities for coming in and out

the traffic is so crowded that walkers are scared to walk there and buy stuff.

Thank you for your listening

Sincerely,

Ken Thai

Comment Form

Case Z 24-18

Z 24-18 Tarmandeep Toor. The applicant proposes a Planned Development (PD) District & Specific Use Provision (SUP) for a Shopping Center and Fuel Pumps, Retail. The site is located at 4151 North Garland Avenue. (District 7).

Z 24-18 Tarmandeep Toor. El solicitante propone un Distrito de Desarrollo Planificado (PD) y una Disposición de Uso Específico (SUP) para un Centro Comercial y Surtidores de Combustible, Comercio Minorista. El sitio está ubicado en 4151 North Garland Avenue. (Distrito 7).

Z 24-24-18 Tarmandeep Toor. Người nộp đơn đề xuất Khu phát triển theo kế hoạch (PD) và Điều khoản sử dụng cụ thể (SUP) cho Trung tâm mua sắm và Máy bơm nhiên liệu, Cửa hàng bán lẻ. Địa điểm tọa lạc tại 4151 Đại lộ North Garland (Quận 7).

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; 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; 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; 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.

Chen-Xiong Zhang

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.)

4009 N Garland Ave #3

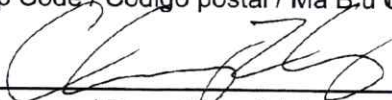
Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland TX

City, State / Estado de la Ciudad / Thành bang

75040

Zip Code / Código postal / Mã Bưu Chính



3/2/2025

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.)

Zoning Response Case Comments

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 24-18	March 10, 2025	April 1, 2025	Matthew Wolverton

Z 24-18 Tarmandeep Toor. The applicant proposes a Planned Development (PD) District & Specific Use Provision (SUP) for a Shopping Center and Fuel Pumps, Retail. The site is located at 4151 North Garland Avenue. (District 7)

Barbara Graves
Imagination
Station
Childcare Cente
3/11/2025
10:25:28 PM

Against

1966 Arapaho Rd

imaginationstationtx@verizon.net

Garland

9424144971

Texas

United States

75044

This intersection is already heavily congested. Our property customers already have trouble getting out on Arapaho and we have no light to turn in front of the school and have to U-turn to get into our building. This is not a good spot to exit or enter on that corner safely.

Barbara Graves
Imagination
Station
Childcare Cente
3/11/2025
10:25:28 PM

Against

1966 Arapaho Rd

imaginationstationtx@verizon.net

Garland

9424144971

Texas

United States

75044

This intersection is already heavily congested. Our property customers already have trouble getting out on Arapaho and we have no light to turn in front of the school and have to U-turn to get into our building. This is not a good spot to exit or enter on that corner safely.

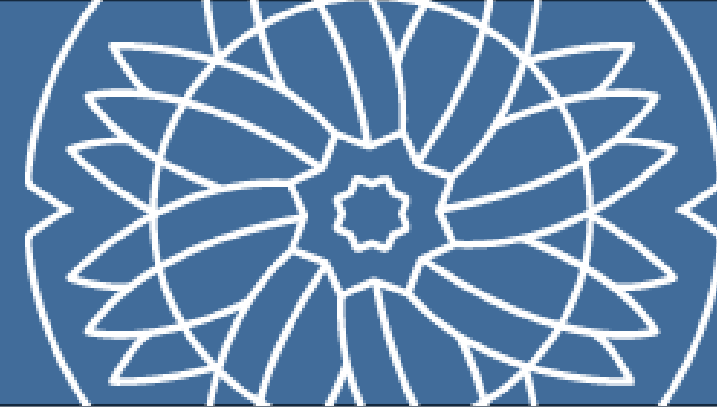


GARLAND

City Council Meeting

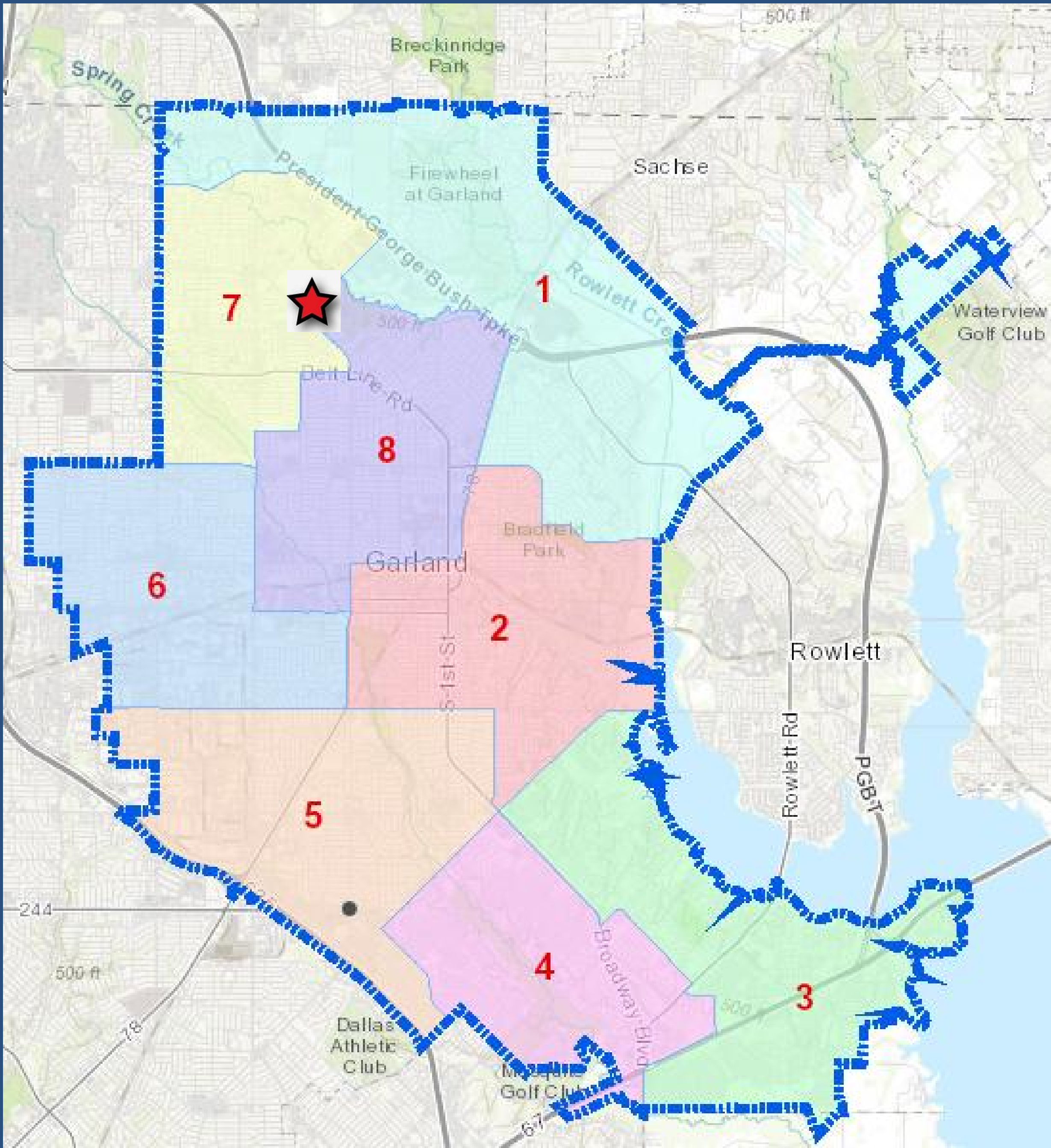
April 1, 2025





Request

The applicant requests a Change in Zoning to a Planned Development (PD) District for **Neighborhood Services (NS) Uses and a convenience store** and a Specific Use Provision **(SUP) for Fuel Pumps, Retail Use** on a property zoned Planned Development District 16-35 (PD 16-35) with a base zoning district of Multi-Family-1 (MF-1) District.



Case Information

Location: 4151 North Garland Avenue

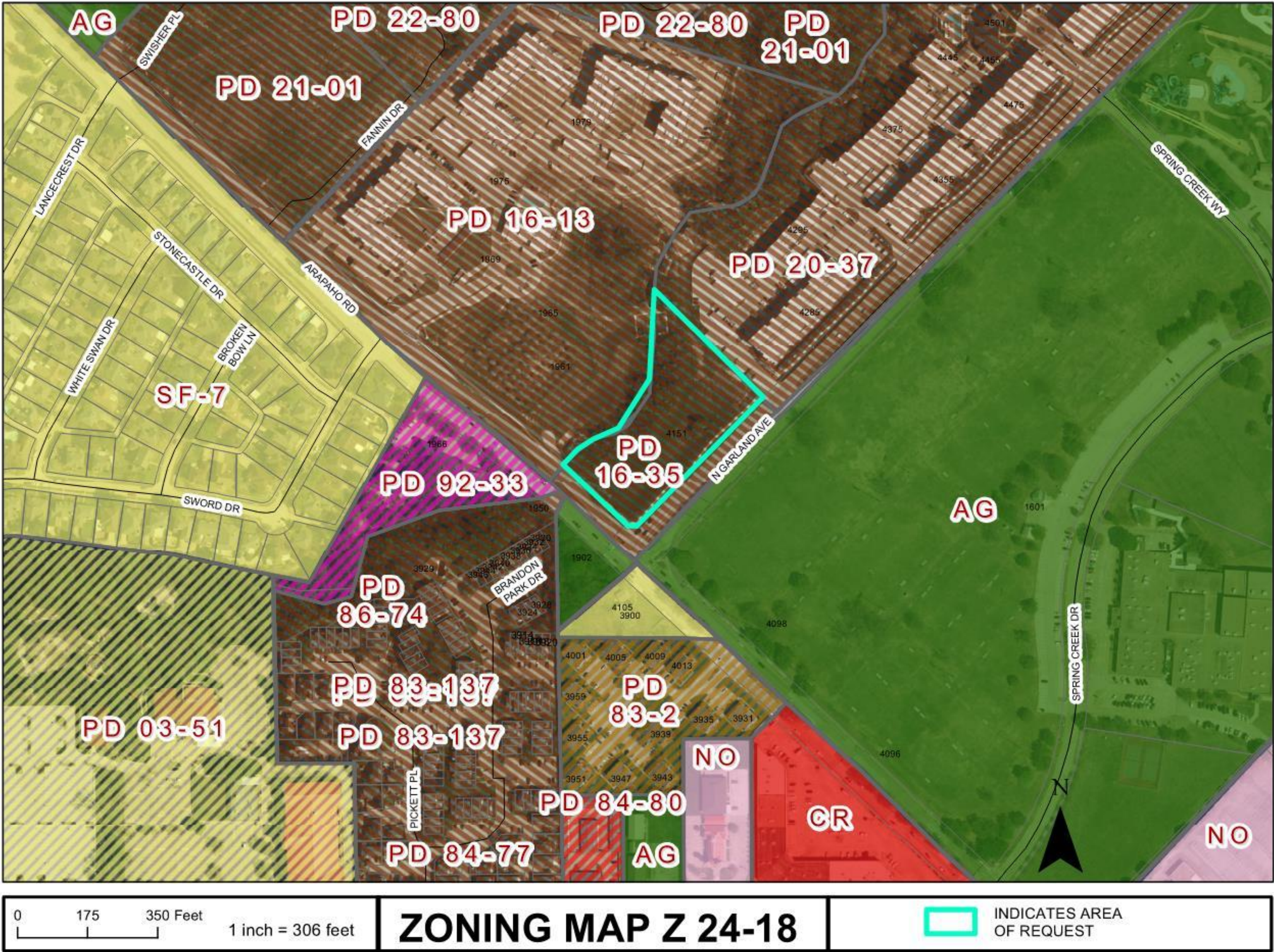
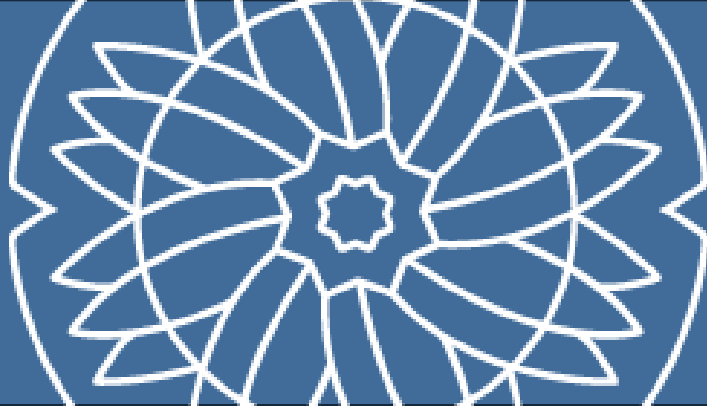
Applicant: Tarmandeep Toor

Owner: Michael Holigan

Acreage: 2.66 Acres

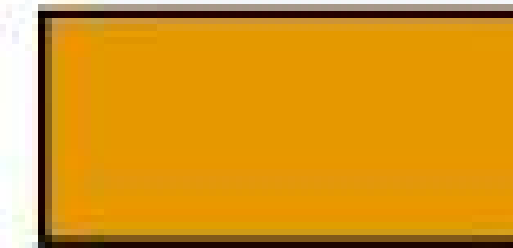
Zoning: PD 16-35 Multi-Family-1 (MF-1) District (base zoning)

Location Map



4151 North Garland Avenue

Comprehensive Plan



Urban Neighborhoods



Urban neighborhoods are higher density residential developments. This residential option may utilize vertical mixed-use integrated into the surrounding area, reflecting the area's dominant character or, when desired, promoting a new character.

Site Photos

4151 North Garland Ave



View of the subject site from Arapaho Road



View from the subject site looking Northeast up North Garland Avenue

Site Photos

4151 North Garland Ave

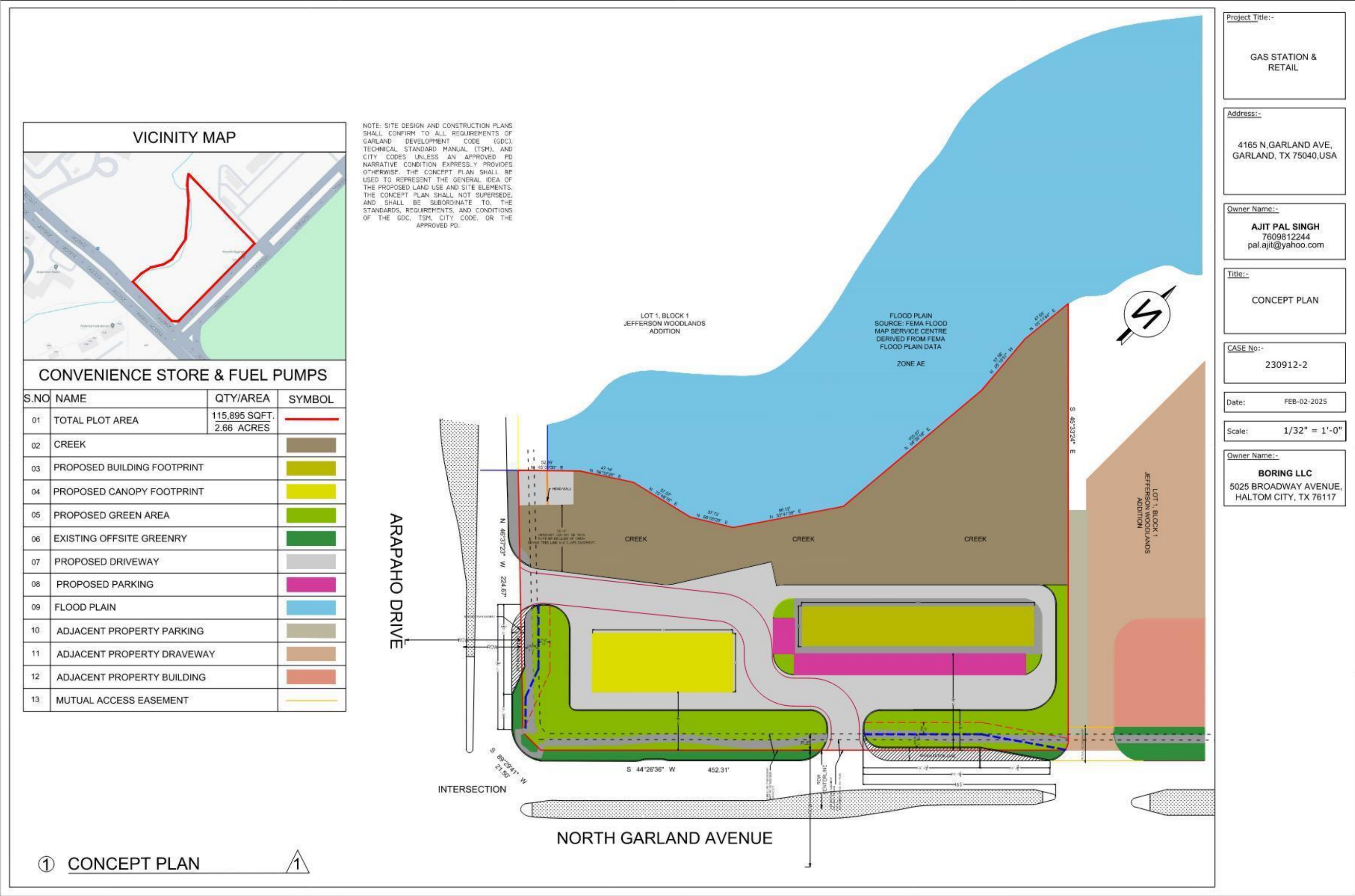
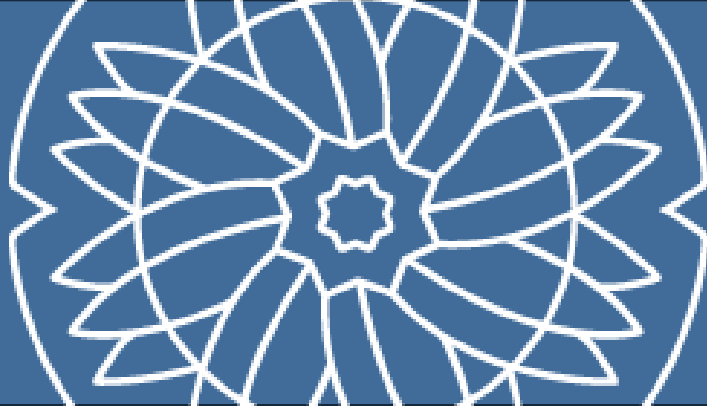


View from the subject site looking Southwest down North Garland Avenue

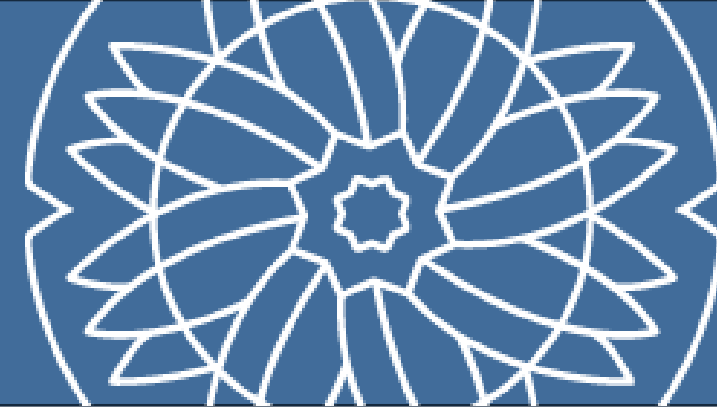


View from the subject site looking Northwest up Arapaho Road

Concept Plan

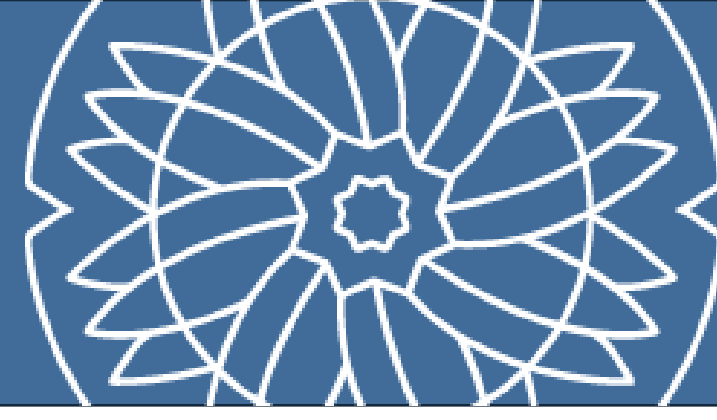


Planned Development



Applicant Request: Planned Development (PD) District Amendment to allow Neighborhood Services (NS) District Uses & Convenience Store Use by right.

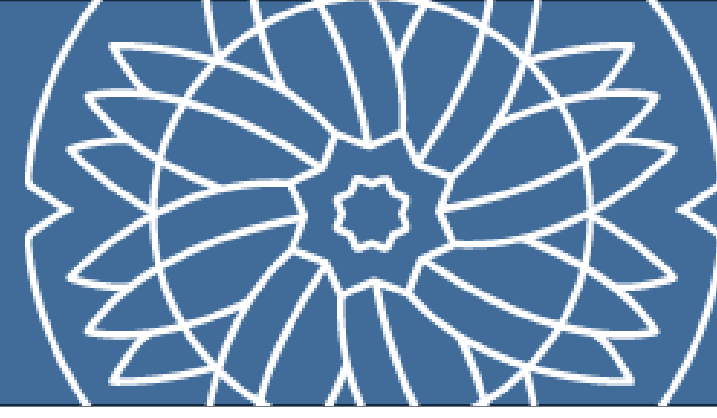
Specific Use Provision



Applicant Request: Twenty-Five (25) year Specific Use Provision for a Fuel Pumps, Retail Use.

The SUP Time Period Guide recommends 20-25 years.

Recommendations



Staff Recommendation: Denial

Plan Commission Recommendation: Denial by a nine (9) to zero (0) vote.



Response Letters

Thank You

Questions?





GARLAND
PLANNING REPORT

City Council Regular Session

6. c.

Meeting Date: 04/01/2025

Item Title: Z 25-04 Bobtown Enterprises Inc. and David Najafi (District 3)

Submitted By: Elisa Morales, Administrative Services Supervisor

REQUEST

Approval of a Change in Zoning from Community Office (CO) to Community Retail (CR)

LOCATION

429 & 455 East Interstate Highway 30

OWNER

David Najafi

PLAN COMMISSION RECOMMENDATION

On March 10, 2025, the Plan Commission, by a unanimous vote, recommended denial of a change to Community Retail (CR) district, but approval of a change to Neighborhood Services (NS) district.

STAFF RECOMMENDATION

Staff recommends a zoning change to Neighborhood Services (NS) instead of Community Retail (CR). NS would invite an array of uses that encompasses the vision of the Comprehensive Plan as well as the surrounding zoning and uses. Since NS is a less intensive and more restrictive district than CR, the zoning change can be approved for that district without additional notifications.

Additionally, the City Council has recently approved an amendment to the Land Use Chart to allow restaurant uses by right in the NS district. With that change, the NS district is the most appropriate for this site per staff's evaluation.

BACKGROUND

The subject property is currently zoned Community Office (CO). The property owner wishes to have the zoning changed to Community Retail to allow a broader range of uses in his unleased units.

The property was previously zoned Freeway District (FW) before being changed to Community Office (CO) in 2015 when the GDC was adopted. CO restricts more intense uses that may have otherwise be permitted in the FW District given the property's proximity to Interstate Highway 30.

The site did not begin construction until 2017 and is a general retail space with vacant units for lease.

SITE DATA

The subject site is 3.792 acres and is accessed from Bobtown Road and Interstate I-30 Service Road. This strip center type development currently has a few businesses in operation, such as a donut shop and a dental office.

USE OF PROPERTY UNDER CURRENT ZONING

The site is zoned Community Office (CO). The Community Office (CO) district is intended to create an appropriate setting for medium and higher intensity office and professional uses. The district may be used as a transition district between low intensity office/retail uses and more intense uses. It is also generally appropriate along major transportation corridors. However, the CO district is generally not appropriate in proximity to low-density residential districts. Examples of allowed uses in a CO district are professional offices, campus-style corporate office, research, and assembly operations that may be large in scale but that are conducted wholly within a building(s) with very limited or no outside storage. The Community Office district is intended to serve the larger community and region with professional office services and job opportunities. Where feasible, provision must be made for pedestrian access and convenience by connecting directly with sidewalks and trails to and from neighborhoods, shopping areas, and other employment centers.

CONSIDERATIONS

Zoning:

1. The request is a traditional rezoning without the formation of a Planned Development (PD) District. These requests do not require Concept Plan approval to commence or direct development. Development is dependent on the standards set forth by the Garland Development Code (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. In the event the Zoning Change request is approved, uses allowed in Community Retail (CR) will have to obtain a Certificate of Occupancy to operate.

COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Employment Centers with a Business Center subcategory for the subject site. Employment centers are areas with concentrated options for high-quality, business environments within the city. Employment Centers support major employers and suppliers, along with providing services and amenities for employees.

Business centers provide a cluster of business offices and/or low-impact industry, including campus-type development, that cumulatively employ large numbers of people. Operations within this development type occur internal to buildings resulting in minimal negative impacts (sound, air, traffic, outdoor lighting, storage, etc.) and are compatible with adjacent development types in architecture, character, scale, and intensity.

Business centers are generally located at intersections of major and/or secondary arterial streets or significant transit areas (bus/rail). Proximity and access to residential areas are encouraged to reduce travel times to employment. Site design addresses function and visual aesthetics providing appropriate buffering at gateway corridors, between adjacent developments, and for residential neighborhoods.

Business centers range in scale and intensity based on the surrounding vicinity and may consist of one or more buildings. This development type includes a variety of primary and secondary uses, including compatible residential uses, that support the business employment sector.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The properties to the North are zoned MF-1 and contain a Multi-Family Development. The properties to the East are zoned PD 97-16 and PD 97-51. PD 97-16 contains a Restaurant with Drive Through and PD 97-51 Contains a Convenience Store with Retail Fuel Pumps. The property to the west is zoned Community Office and is a vacant lot. Finally, the properties to the South are across Interstate Highway 30 and contain vacant land as well as a Convenience Store with Retail Fuel Pumps both zoned Community Office (CO).

The surrounding uses are Multifamily, Retail and Commercial uses. Community Retail allows for more intensive uses which are not compatible with the surrounding area or future land use projections in the Comprehensive Plan. Automobile Leasing/Rental and Laundry-Self Service (Laundromat) are examples of uses allowed in CR that would not be allowed in NS.

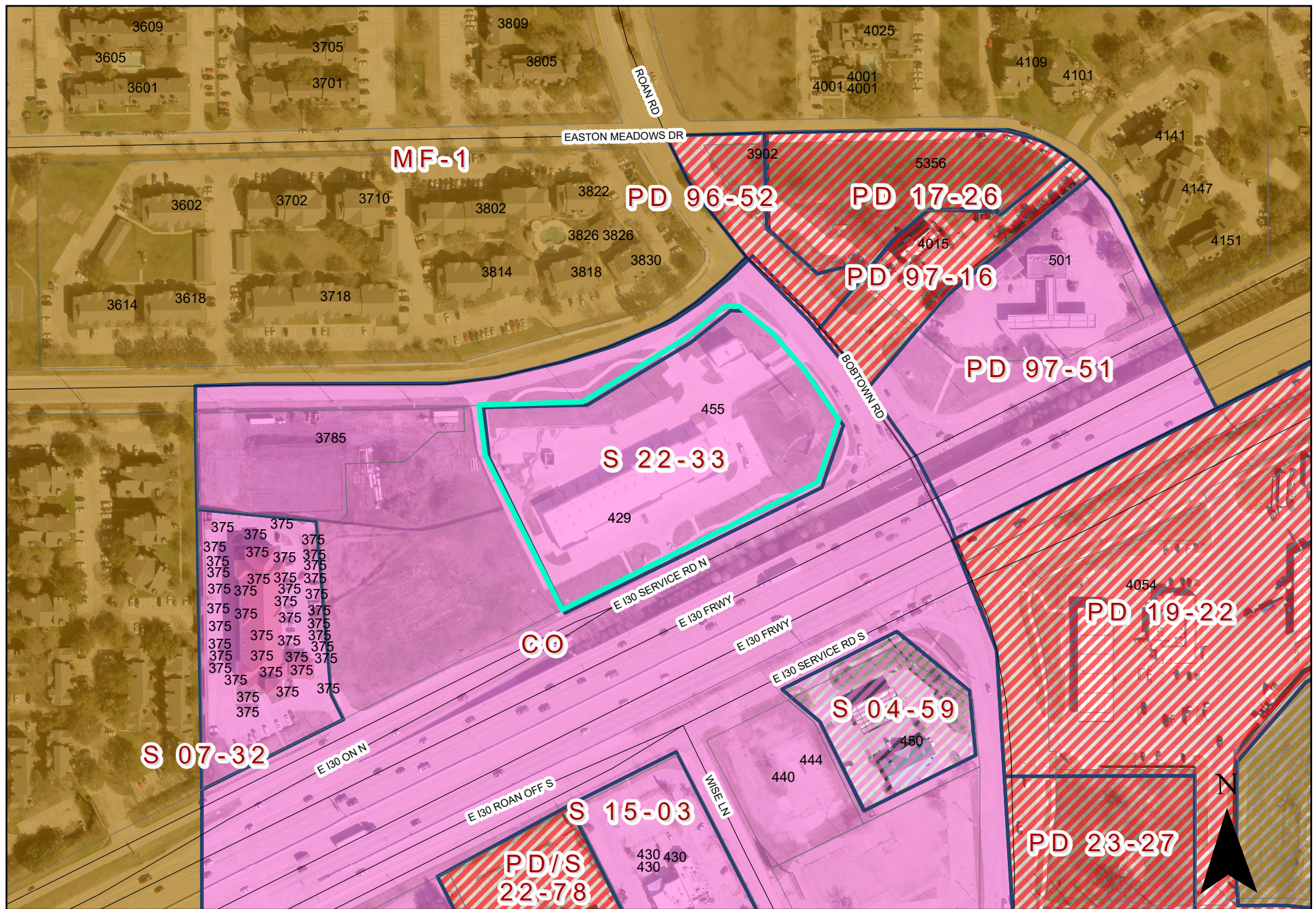
Z 25-04 Location Map

Attachments

Z 25-04 R&M

Z 25-04 Responses

Z 25-04 Staff Presentation



0 200 400 Feet

Zoning Map 25-04

 INDICATES AREA OF REQUEST

429 & 455 E Interstate Highway 30

REPORT & MINUTES

P.C. Meeting, March 10, 2025

3b. APPROVED Consideration of the application of **Bobtown Enterprises Inc. and David Najafi**, requesting approval of a Change in Zoning from Community Office (CO) to Community Retail (CR). (District 3) (File Z 25-04)

Planner I, David Jones, presented the request to the Commission and remained available for questions.

The applicant, Tracy Ford Spillman, 15305 Dallas Parkway, Addison, TX 75001, remained available for questions.

Motion was made by Commissioner Paris to close the public hearing and approve the application as presented to change the zoning to Neighborhood Services (NS).
Seconded by Commissioner Dalton. Motion carried: 9 Ayes, 0 Nays.



429 & 455 E Interstate Highway 30

Comment Form

Case Z 25-04

Z 25-04 Bobtown Enterprises Inc and David Najafi. The applicant proposes a zoning change from CO, Community Office to CR, Community Retail. The site is located at 429 and 455 E Interstate Highway 30. (District 3) (see included map)

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Sir Patrick Jarvis

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

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3601 Easton Meadows Dr. Apt 104

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

Garland TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Chính

[Signature]

Signature / Firma / Chữ ký

Date / Fecha / Ngày

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Piseth-Mov / Business Owner

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

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429 E I 30 Unit 9

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Garland, TX

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75043

Zip Code / Código postal / Mã B u Chính

Piseth Mov

Signature / Firma / Chữ ký

08/06/25

Date / Fecha / Ngày

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Keyle Howard

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

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3814 Easton Meadows Dr #4106

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Garland Tx

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75043

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Keyle Howard

Signature / Firma / Chữ ký

3-6-25

Date / Fecha / Ngày

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Comment Form

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M.R. Samadi

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7109 oakbrook Dr Plano, TX 75025

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CURTIS HARPER

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

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3814 EASTON MEADOWS DR # 4106

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GARLAND TX

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75043

Zip Code / Código postal / Mã B u Chính

[Signature]

3-6-25

Signature / Firma / Chữ ký

Date / Fecha / Ngày

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David Najafi - 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.)

5212 Scottish way

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Plano, TX

75093

City, State / Estado de la Ciudad / Thành bang

75093

Zip Code / Código postal / Mã B u Qhính

David Najafi

3/5/2025

Signature / Firma / Chữ ký

Date / Fecha / Ngày

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Dilip Patel

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375 E T-30

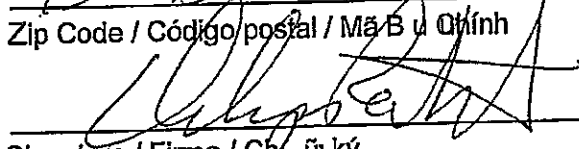
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Garland, TX 75043

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã Bưu Chính



Signature / Firma / Chữ ký

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3/7/2025

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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

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Shihua Moen RDA

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.)

429 E Interstate 30 Ste 113 Garland

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

Garland TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã Bưu Chính

[Signature]
Signature / Firma / Chữ ký

3/5/25

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 25-04

Z 25-04 Bobtown Enterprises Inc and David Najafi. The applicant proposes a zoning change from CO, Community Office to CR, Community Retail. The site is located at 429 and 455 E Interstate Highway 30. (District 3) (see included map)

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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

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Fayza Bahar

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.)

455 I 30 Interstate

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

Garland TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Chính

F. Bahar

Signature / Firma / Chữ ký

(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.)

3/5/2025

Date / Fecha / Ngày

Comment Form

Case Z 25-04

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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

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Stephen Asafo-Agyei (Administrator)

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.)

429 E Interstate 30 HWY. STE 114

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

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Chính

[Signature]

3/5/25

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 25-04

Outside the Notification Area

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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

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Cynthia Jones

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.)

4124 Barracat Dr

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

Garland TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Chính

3/4/25

Signature / Firma / Ch ữ 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 25-04

Outside the Notification Area

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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

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Edgar Lopez

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.)

4901 Peninsula Way Garland

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

Garland Tx
City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Chính

[Signature]

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 25-04 **Outside the Notification Area**

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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

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Nathan Contreras

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.)

6413 Bon Fire Dr

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

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã Bưu Chính

[Signature]

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 Outside the Notification Area

Case Z 25-04

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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

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Kondra Boslev

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.)

15250 Marsh Lane

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

Dallas TX

City, State / Estado de la Ciudad / Thành bang

75287

Zip Code / Código postal / Mã B u Chính

K R

Signature / Firma / Chữ ký

3-7-25

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

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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

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Sheetal... Patel ... La Quinta Inn & Suites

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.)

375 I-30 E

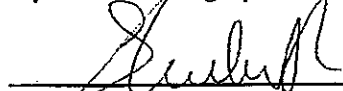
Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX 780

City, State / Estado de la Ciudad / Thành bang

75043

Zip Code / Código postal / Mã B u Qhính



Signature / Firma / Chữ ký

3-7-2025

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 mail và số điện thoại là tùy chọn.)

Comment Form

Case Z 25-04

Outside the Notification Area

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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

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Christopher Davies

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.)

6301 Duck Creek Dr Apt. 1375

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

Garland, Tx

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Christopher Davies

03/07/25

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.)

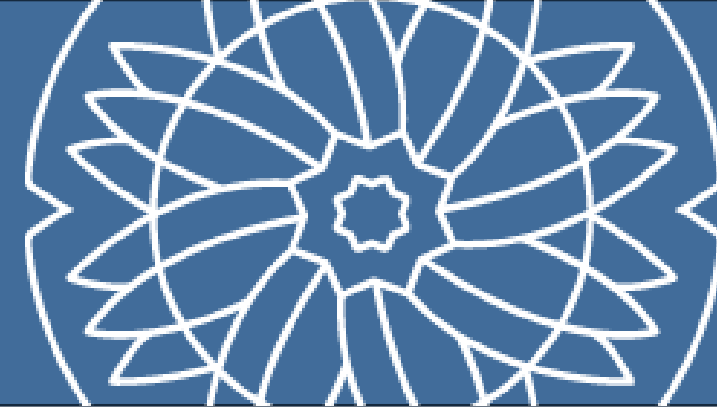


GARLAND

City Council Meeting

April 1, 2025





Request

A zoning change from Community Office (CO) District to Community Retail (CR) District.

Case Information

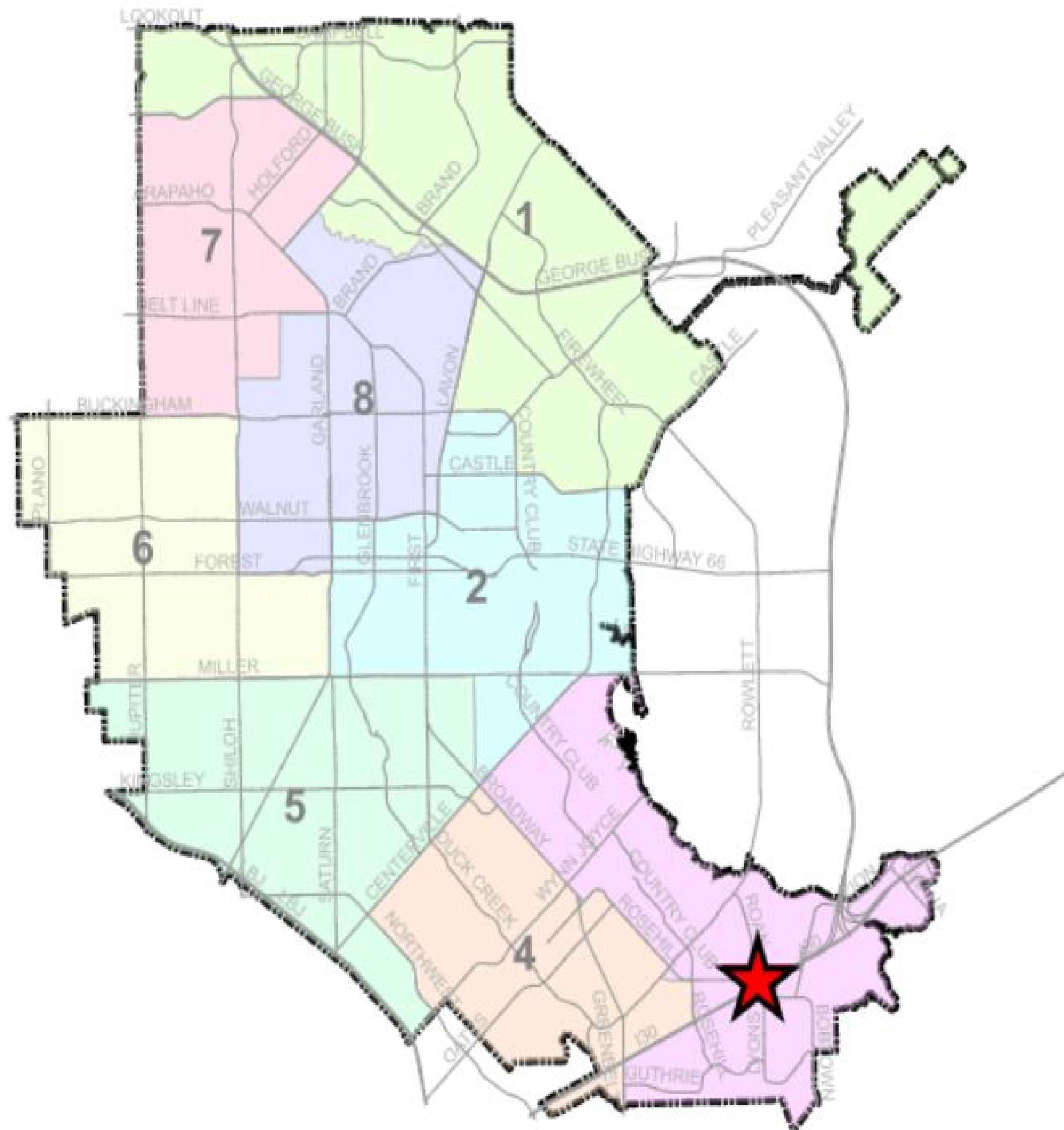
Location: 429 & 455 East Interstate Highway 30

Applicant: David Najafi

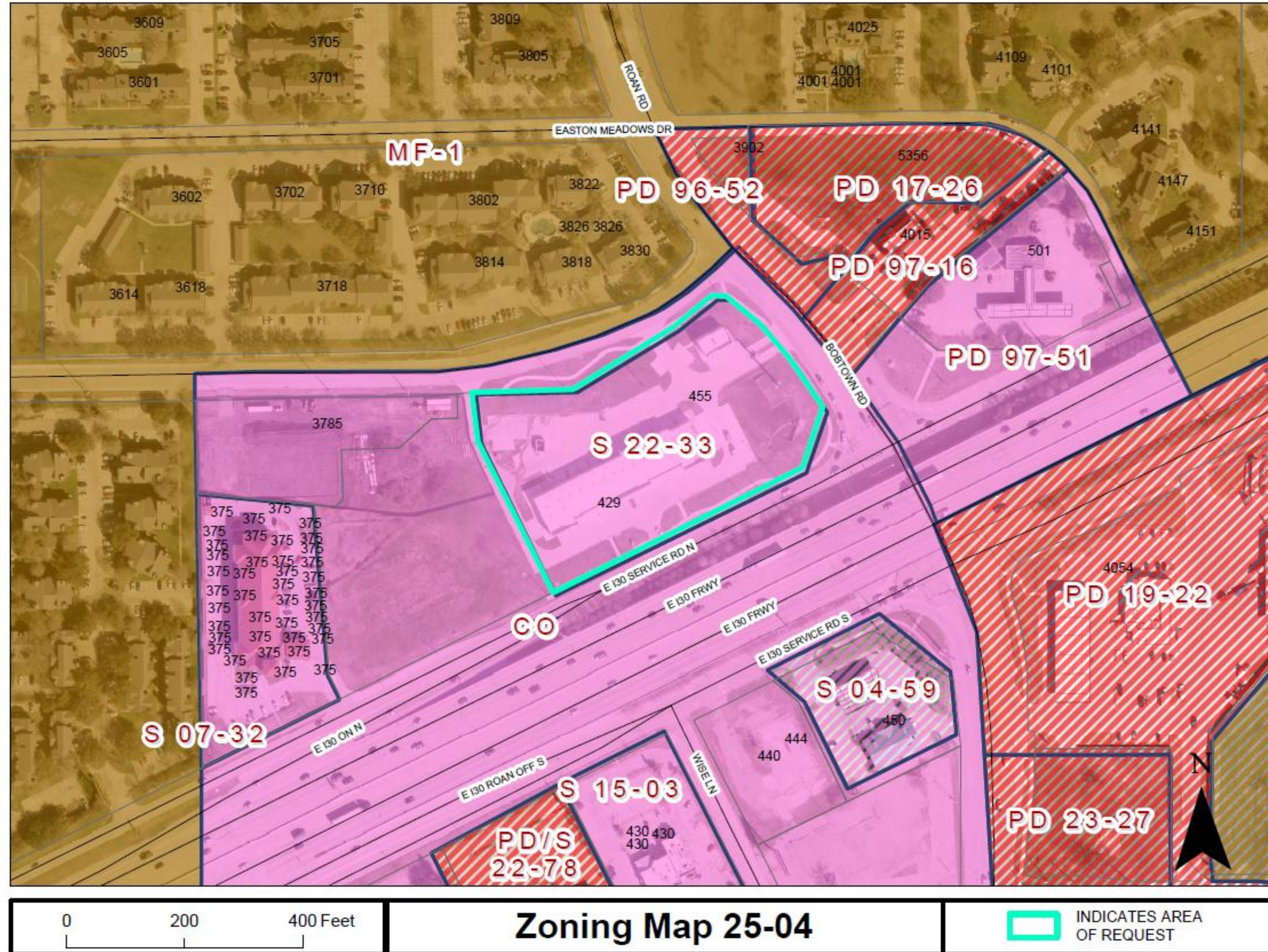
Owner: David Najafi

Lot Size : 3.792 acres

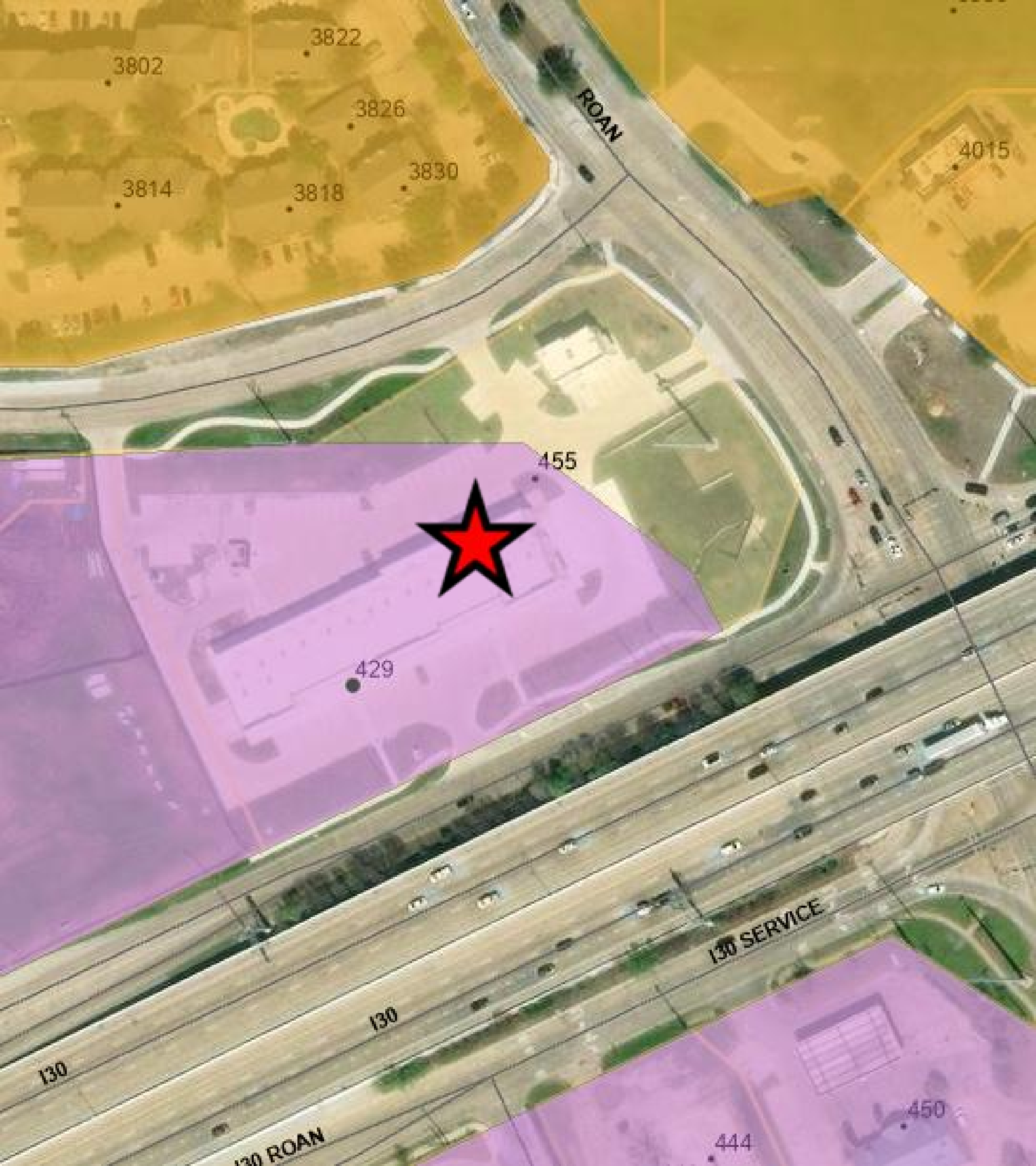
Zoning: Community Office (CO) District



Location Map



429 & 455 E Interstate Highway 30



Comprehensive Plan



Title

Business Center

This paragraph actually is a good place for title description



This development type includes a variety of primary and secondary uses, including compatible residential uses, that support the business employment sector.

Site Photos

429 & 455 East I-30



View facing North from I-30 service road.



View facing South from rear parking lot.

Site Photos

429 & 455 East I-30

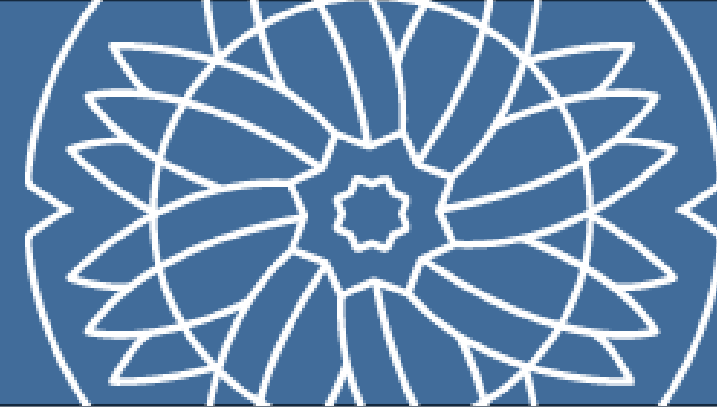


View facing East from inside the property.



View facing West from inside the property.

Recommendations



Staff Recommendation: Approval for NS zoning district

Plan Commission Recommendation: Approval for NS zoning district by a nine (9) to zero (0) vote.



Response Letters

Thank You

Questions?





GARLAND

PLANNING REPORT

City Council Regular Session

6. d.

Meeting Date: 04/01/2025

Item Title: Z 24-41 Development Engineering Consultants, LLC (District 1)

REQUEST

Hold a public hearing and consider approval of 1) an Amendment to Planned Development (PD) District 00-39 for a Landscape Nursery (retail) Use and 2) a Concept Plan for a Landscape Nursery (retail) Use.

LOCATION

4400 President George Bush Highway

OWNER

BOKF, National Association, d/b/a Bank of Texas, Trustee Oliver, Dewey Mayor Foundation

PLAN COMMISSION RECOMMENDATION

On February 24, 2025, the Plan Commission, by a vote of five (5) to four (4), recommended denial of a Planned Development (PD) Amendment and Concept Plan for a Landscape Nursery (retail) Use on a property zoned Planned Development (PD) District 00-39.

STAFF RECOMMENDATION

Staff does not have a recommendation on this item. The use may be compatible with the general vision of the comprehensive plan and surrounding areas, but it does not contribute positively toward achieving the City's goal of creating a destination for this area.

BACKGROUND

The subject property is currently an undeveloped tract of land within Planned Development (PD) District 00-39. The Planned Development allows for a variety of other uses that are permitted in the Community Retail (CR) District. It does not currently allow a Landscape Nursery (retail) Use.

SITE DATA

The subject site is a four (4.00) acres undeveloped tract of land and has approximately 440 linear feet of frontage along North President George Bush Highway and 525 curvilinear feet along River Oaks Parkway. The site can be accessed from one point along North President George Bush Highway and one point along River Oaks Parkway.

USE OF PROPERTY UNDER CURRENT ZONING

The site is zoned Planned Development (PD) District 00-39. This site's base zoning is Community Retail (CR). The Community Retail (CR) District is intended to accommodate a variety of retail, service, and business establishments that may or may not be designed in a shopping center configuration. The district may be used as a transition district between lower intensity retail or office uses and more intense uses. A Community Retail (CR) District is generally appropriate along major transportation corridors but is generally not appropriate in proximity to low-density residential districts without significant buffering and screening features. An example of allowed use in a CR district is a retail shopping area that may be large in scale with very limited or no outside storage. Traffic generated by uses in a Community Retail (CR) District must be focused onto the major thoroughfare network. Development in a Community Retail (CR) District may not be designed in a manner that increases traffic through residential areas.

CONSIDERATIONS

Planned Development:

1. The applicant is requesting the Landscape Nursery (retail) Use to be permitted by right as the use is not currently allowed in Planned Development (PD) District 00-39.
2. Under Planned Development (PD) District 00-39, three access points onto River Oaks Parkway are allowed. If approved and developed, this site would have the second access point on River Oaks.

COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Community Centers for the subject site. Community centers are areas with compact development, primarily non-residential, which serves nearby neighborhoods with a mix of uses that include retail, office, multi-family, and entertainment.

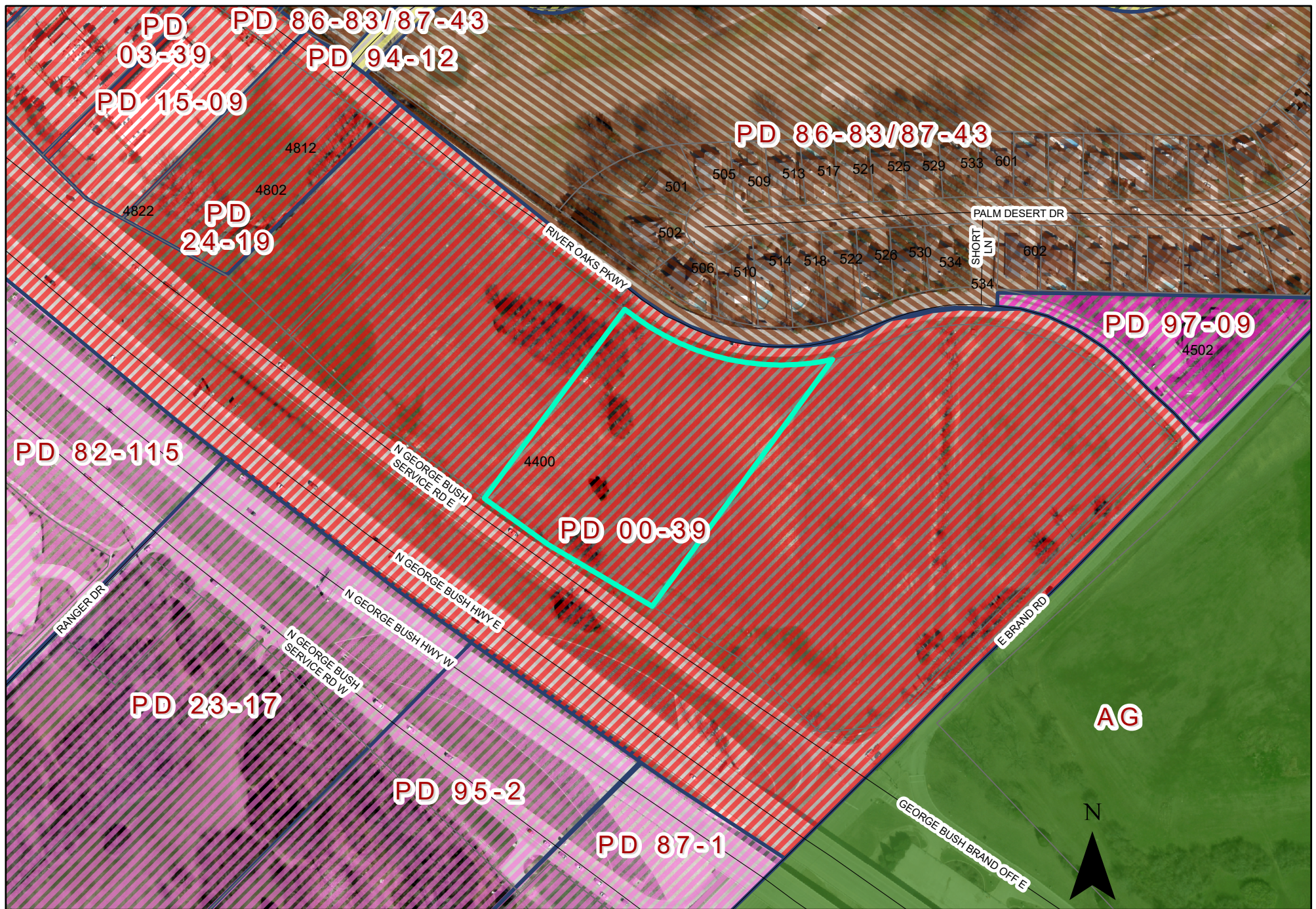
It is envisioned that retail centers such as these promote high quality retail and service uses which promote placemaking and desirable destinations. This is a prime location for Garland with access and visibility from President George Bush Highway, which is why, it is important to enable highly desirable uses on this property to meet the city's vision. While the proposed use may not be inconsistent with the general vision of the comprehensive plan, it does not have the potential to create the activity center that this critical corridor is envisioned to have.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The properties to the North are zoned Planned Development (PD) District 86-83/87-43 and contain a Single-Family-7 subdivision. The properties to the East and West will remain Planned Development (PD) District 00-39 and vacant. Finally, the properties to the South are across President George Bush Highway and contain vacant land zoned Planned Development (PD) District 23-17 and 95-2. The surrounding uses are largely restaurant or retail. The Landscape Nursery (retail) is generally compatible with the surrounding areas.

Attachments

Z 24-41 Location Map
Z 24-41 PD Conditions
Z 24-41 Concept Plan
Z 24-41 R&M
Z 24-41 Staff Presentation



0 250 500 ft

ZONING MAP Z 24-41



INDICATES AREA
OF REQUEST

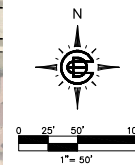
4400 N PRESIDENT GEORGE BUSH HWY

**PLANNED DEVELOPMENT CONDITIONS
REQUESTED BY THE APPLICANT**

ZONING FILE Z 24-41

4400 North President George Bush Turnpike

- I. Statement of Purpose:** The purpose of this Planned Development (PD) is to allow and regulate the development of a Landscape Nursery (retail) Use.
- II. Statement of Effect:** This Planned Development shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Community Retail (CR) District and Planned Development (PD) District 00-39 as set forth in Chapter 2 of the Garland Development Code, Ordinance 6773, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Development Plans:**
- Concept Plan: Development shall be in general conformance with the Concept Plan labeled Exhibit C. In the event there is conflict between the approved Concept Plan and the Specific Regulations below, the Specific Regulations shall apply.
- V. Specific Conditions:**
- A. Permitted Use: In addition to the uses permitted within Planned Development (PD) District 00-39, Landscape Nursery (retail) Use shall be permitted by right.
- B. Concept Plan: The site layout, building placement, parking, walking paths, and other development proposed shall be in general conformance with the approved Concept Plan labeled Exhibit C.



VICINITY MAP
N.T.S.

- LEGEND**
- PROP BUILDING FOOTPRINT
 - PROP LANDSCAPE DISPLAY AREA
 - PROP DRIVE AISLES
 - PROP PARKING/LOADING
 - PROP SIDEWALK
 - PROP PERMANENT LANDSCAPE AREA

Moon Valley Nursery - Concept Plan Data Table	
FTR Consultation Number - City Case #240827	
Part of 13.3908 ac. - Lot 5 Block 1 - Brand/190 Addition	
Lot Area	5.00 ac. 217,800 ft ²
Zoning	
Existing Zoning	PD00-39
Proposed Zoning	PD00-39
*Proposed PD amendment to add Landscape Nursery (Retail) as an allowable use.	
Land Use	
Existing Land Use	Undeveloped
Proposed Land Use	Landscape Nursery
Proposed Building Area	1,680 ft ²
Proposed Outdoor Area	37,313 ft ²
Parking	
Required Parking - Landscape Nursery (Retail)	
1 space per 250 sf of ground floor area plus	7 spaces
1 space per 2,000 sf of outdoor display area	69 spaces
Total Required Spaces	75 spaces

NOTE:
SITE DESIGN AND CONSTRUCTION PLANS SHALL CONFORM TO ALL REQUIREMENTS OF THE GARLAND DEVELOPMENT CODE (GDC), TECHNICAL STANDARD MANUAL (TSM), AND CITY CODES UNLESS AN APPROVED PD NARRATIVE CONDITION EXPRESSLY PROVIDES OTHERWISE. THE CONCEPTUAL PLAN SHALL BE USED TO REPRESENT THE GENERAL IDEA OF THE PROPOSED LAND USE AND SITE ELEMENTS. THE CONCEPT PLAN SHALL NOT SUPERSEDE, AND SHALL BE SUBORDINATE TO, THE STANDARDS, REQUIREMENTS, AND CONDITIONS OF THE GDC, TSM, CITY CODE, OR THE APPROVED PD.

OWNER
OLIVER DEWEY MAYOR FDN
777 MAIN STREET, SUITE 3500
FORT WORTH, TEXAS 76102
PHONE: (817) 348-5760
CONTACT: ALYSON GOODHARTZ
EMAIL: alyson@thearchitectcompany.com

APPLICANT - CIVIL ENGINEER
DEVELOPMENT ENGINEERING CONSULTANTS, LLC
5300 TOWN & COUNTRY BOULEVARD, SUITE 150
FRIEDRICH, TEXAS 77604
(409) 850-0060
CONTACT: RHONDA HURST, CFM
EMAIL: rhonda@dec-engineers.com

DEVELOPER
FALCON REALTY ADVISORS
7859 WALNUT HILL LANE
SUITE 375
DALLAS, TX 75230
(214) 384-4057
CONTACT: TIM HUGHES
EMAIL: thughes@falconcompanies.com


CONCEPT PLAN

MOON VALLEY NURSERY

PART OF LOT 5, BLOCK 1 REPLAT OF LOT 3 BLOCK 1
BRAND/190 ADDITION

4900 N PRESIDENT GEORGE BUSH HWY

CITY OF GARLAND, TEXAS

<p>PRELIMINARY FOR REVIEW ONLY</p> <p>THESE DOCUMENTS ARE FOR REVIEW ONLY AND NOT INTENDED FOR CONSTRUCTION. BEFORE OR PERMITTING, THEY HAVE BEEN PREPARED BY OR UNDER THE SUPERVISION OF DANIEL B. STEWART, P.E.</p> <p>P.E. NO.: 107767 DATE: 12/16/24</p>	<p>DESIGN</p> <p></p> <p>5009 TOWN & COUNTRY BOULEVARD, SUITE 150 FARMCO, TEXAS 75044 469456-0001 1812 FINE RD. #225255</p>	
	<p>ISSUE DATE 12/16/24</p> <p>CITY CASE NO. 240827-1</p>	<p>DEC FILE NO. 11071</p> <p>SHEET NO. 1</p>

REPORT & MINUTES

P.C. Meeting, February 24, 2025

2b. DENIED Consideration of the application of **Development Engineering Consultants, LLC.**, requesting approval of 1) an Amendment to Planned Development (PD) District 00-39 for a Landscape Nursery (retail) Use and 2) a Concept Plan for a Landscape Nursery (retail) Use. The site is located at 4400 North President George Bush Highway. (District 3) (File Z 24-41)

Planner II, Matthew Wolverton, presented the request to the Commission and remained available for questions.

The Civil Engineer, Daniel Stewart, 5300 Town & Country Blvd., Ste. 150, Frisco, TX 75034, provided an overview of the request and remained available for questions.

The Commission asked several questions regarding other potential uses of the land and the hours of operation.

Motion was made by Commissioner Jenkins to close the public hearing. Seconded by Commissioner Paris. **Motion carried:** 9 Ayes, 0 Nays.

There was discussion by the Commission whether the proposed development would be the best use of the land.

Motion was made by Commissioner Jenkins to **deny** the application as presented. Seconded by Commissioner Dalton. **Motion carried:** 5 Ayes, 4 Nays with Commissioners Duckworth, Rose, Abell and Jones in opposition.

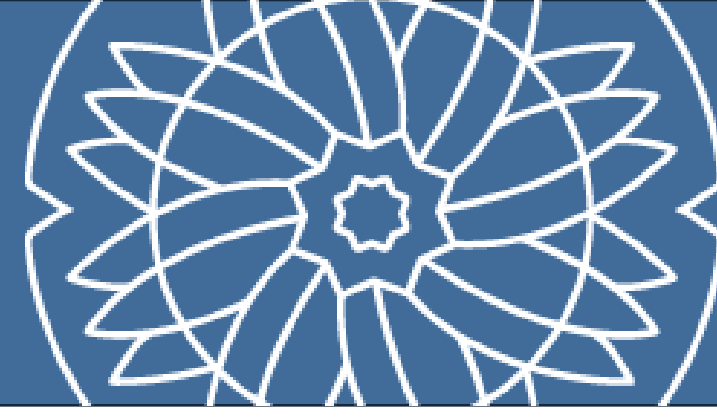


GARLAND

City Council Meeting

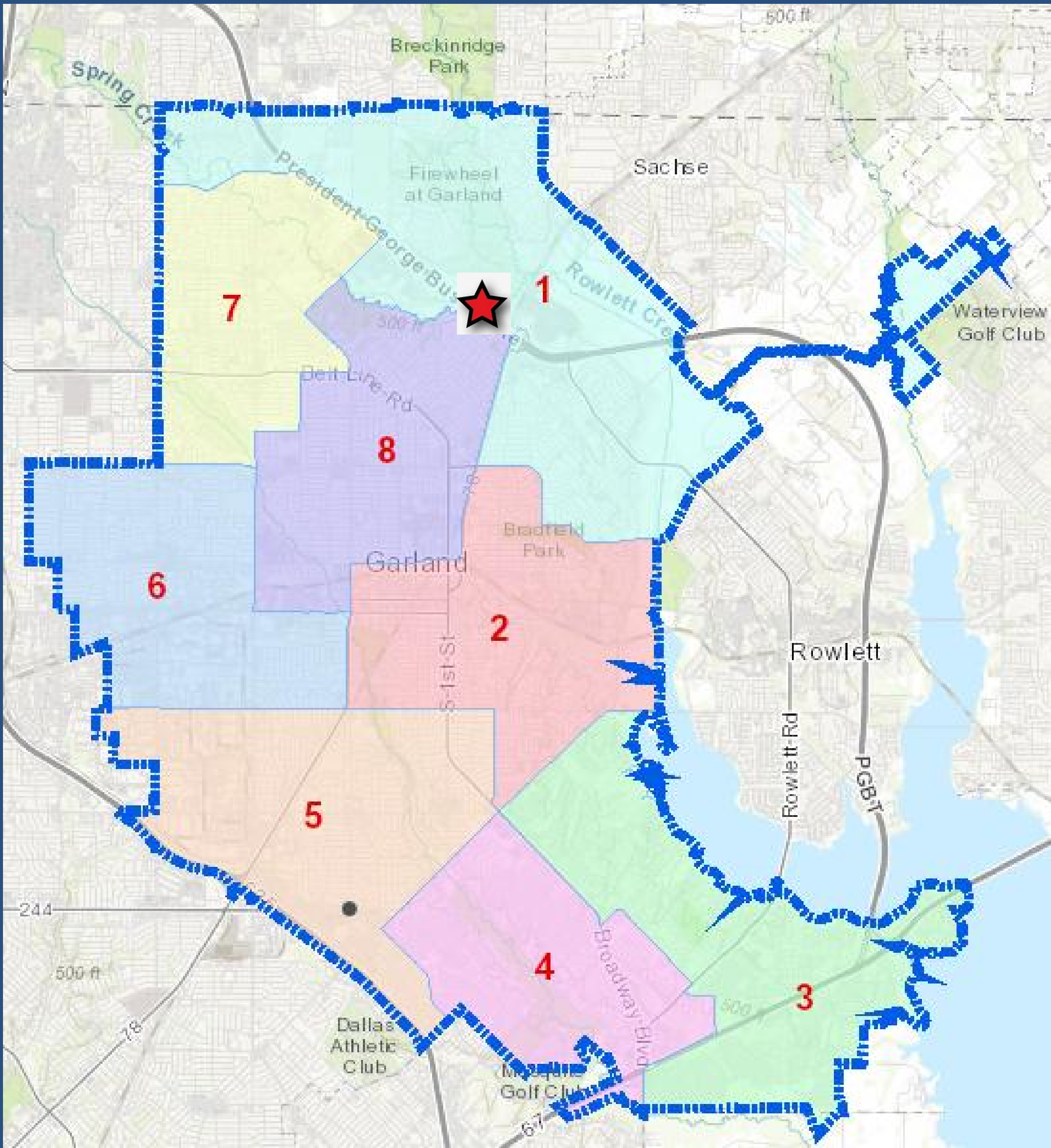
March 18, 2025





Request

The applicant requests a Planned Development Amendment for a **Landscape Nursery (retail) Use** on a property zoned Planned Development District 00-39 (PD 00-39) with a base zoning district of Community Retail District.



Case Information

Location: near 4400 President George Bush Highway

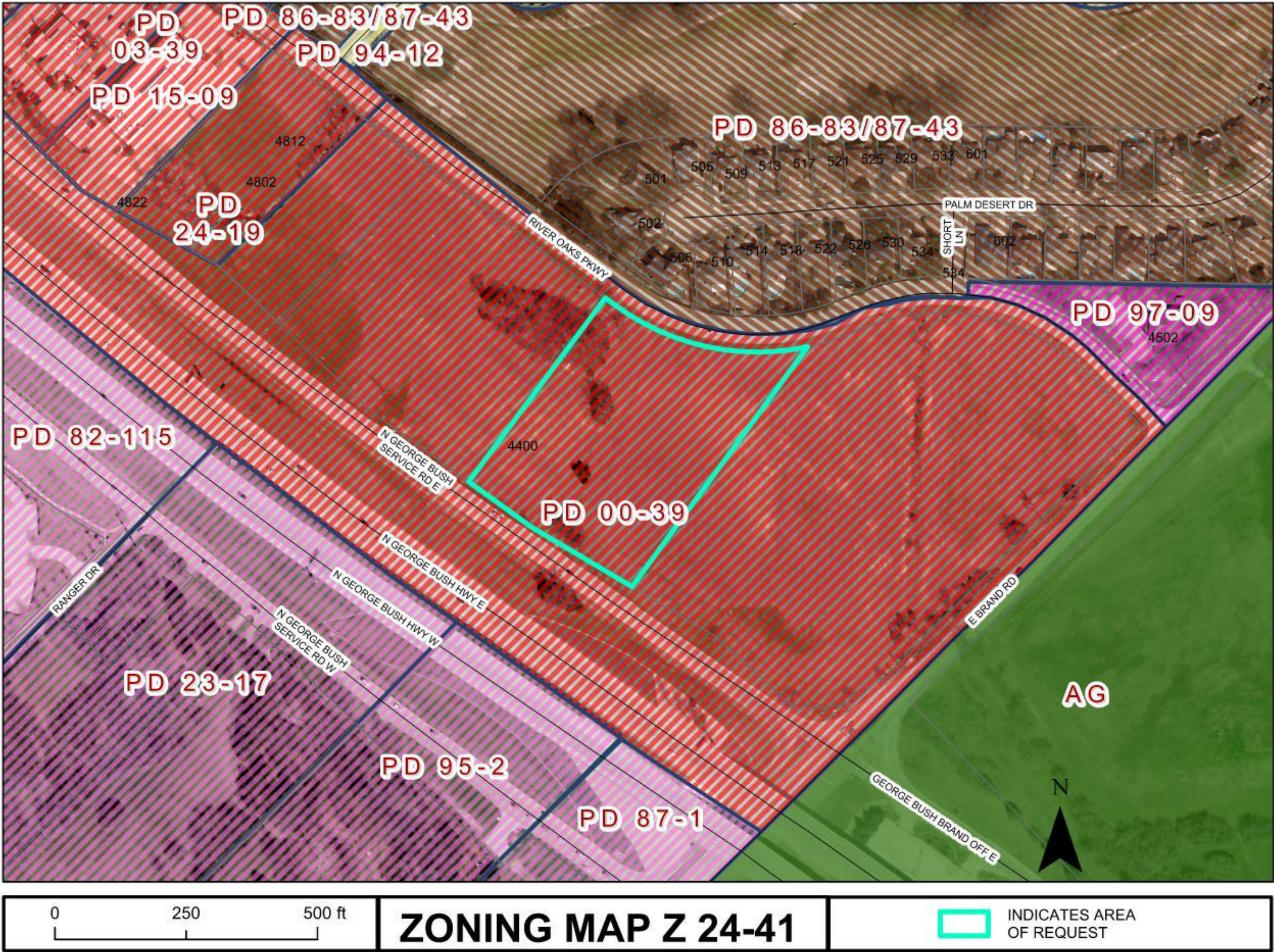
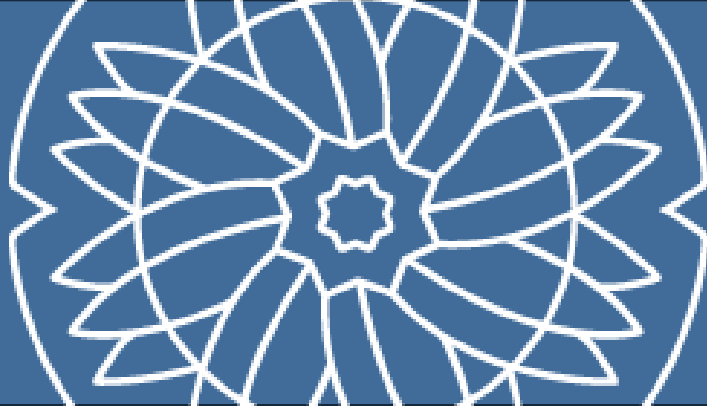
Applicant: Development Engineering Consultants, LLC.

Owner: BOKF, National Association, d/b/a Bank of Texas, Trustee Oliver, Dewey Mayor Foundation

Acreage: 4 Acres

Zoning: PD 00-39 Community Retail (CR) District (base zoning)

Location Map

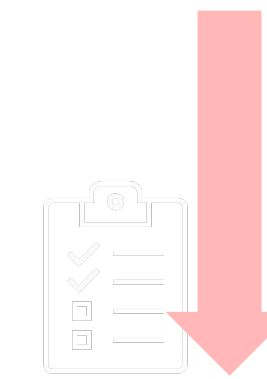


4400 N PRESIDENT GEORGE BUSH HWY

Comprehensive Plan



Community Centers



Community centers are areas with compact development, primarily non-residential, serving a collection of neighborhoods. This type of development consists of a mix of uses, including retail, services, office use, multi-family residential, and entertainment.

Site Photos

Near 4400 George Bush Highway



View of the subject site from the parking lot of the shopping center.



View from the subject site looking West down N President George Bush Hwy

View of the subject site from N President George Bush Hwy

Site Photos

Near 4400 George Bush Highway

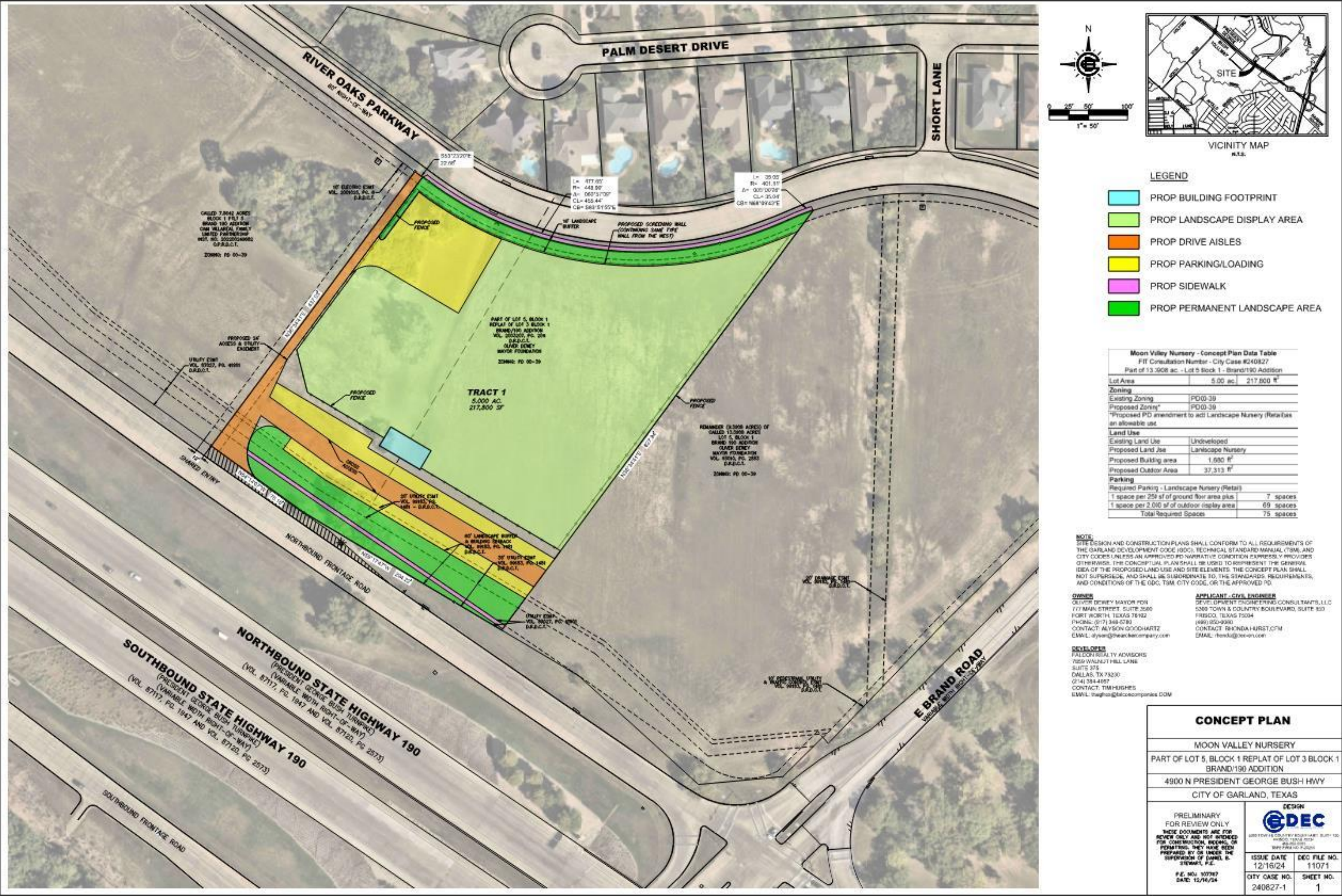
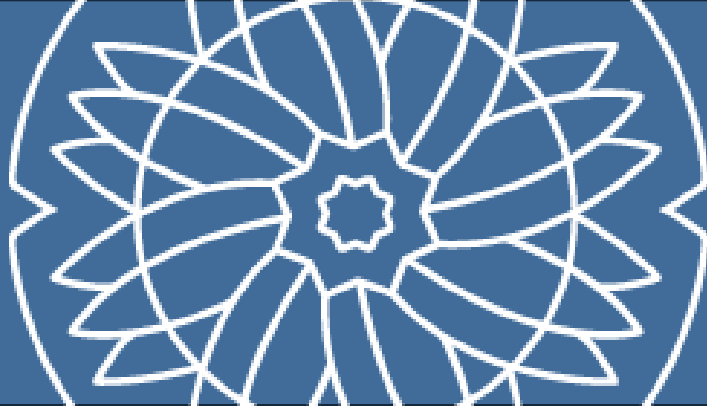


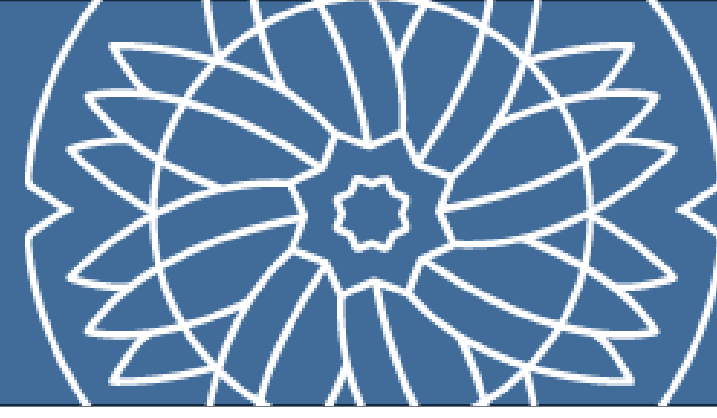
View from the subject site looking East down N
President George Bush Hwy



View of the subject site from River Oaks Parkway

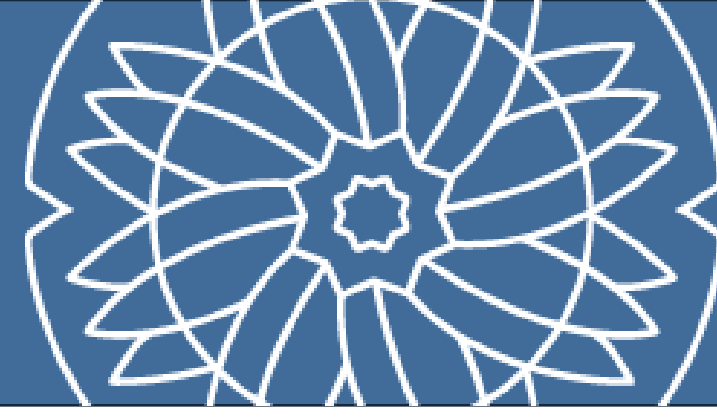
Concept Plan





Applicant Request: Planned Development (PD) District Amendment to allow a Landscape Nursery (retail) Use.

Recommendations



Staff Recommendation: Analysis

PC Recommendation: Denial



Response Letters

Thank You

Questions?





GARLAND
CITY COUNCIL STAFF REPORT

City Council Regular Session

7.

Meeting Date: 04/01/2025

Title: Boards and Commissions Appointment

Submitted By: Jennifer Stubbs, City Secretary

Issue/Summary

Councilmember Dylan Hedrick

- Kathleen Gardner, PhD, Senior Citizens Advisory Commission

Background

N/A

Consideration / Recommendation

Approval of the appointment as presented.

Attachments

Kathleen Gardner-Senior Citizens



Application for City of Garland Boards and Commissions

First Name:	Kathleen V	Last Name:	Gardner, PhD
Address:	4122 Mayflower Drive	Apt./Suite:	
City:	Garland	State:	TX
		Zip Code:	75043
Phone (preferred):		Phone (alt):	
Dallas County Voter Registration Number (or Date of Birth):			
Have you ever been convicted of a Class A Misdemeanor or a Felony (Yes or No)?			
No			
Length of Garland residency (in years)?		10+ years	Length of Garland residency (in years)?
		10+ years	

Email address:

Do you use, or have you ever used, any of the following:

☐ Facebook ☐ Twitter ☐ Instagram ☐ LinkedIn ☐ Nextdoor ☐ TikTok

Please list up to three Boards and Commission in order of interest (see complete list on pages 3-4):

1 st	Senior Citizens Advisory Committee	2 nd Choice:		3 rd Choice:	
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Please list any experience that qualifies you to serve in the areas you have indicated.

I have participated at the Sr. Center since 2019 in exercise classes, dance lessons, the holiday parties, hallway 'yard' sales, guitar lessons, weight room. After 'covid' I came to Gale Fields/Sr. Center and continue in exercise, van 'day' trips, holiday parties and luncheons, weight room etc. I have met lots of people and made many friends among the seniors and know what they/we like, want, appreciate, need, etc. I know the employees and they know me. Carol Cooper is a fellow exercise buddy and Angela Harrison is our Fit 2Live teacher. I have had my finger on the pulse of the older generation for several years and I believe I would be an asset to the Commission. Thank you for the opportunity to apply.

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

none

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

I planned on being in the MLK Parade this year but Gwen and the Fit2Live group were not able to get a van so that some participants could ride instead of walk the parade route. Other than that I have not been involved in a community project.

What is your educational background?

Univ. of NE 1970-73
Univ. of FL 1973-76 BAA
OK St Univ 1980 M.S.
OK St Univ 1989 Ph D

Referred by:	text message from Carol Cooper	District:	4
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Disclosure Form

For Ordinance Boards and Commission Applicants

First Name: Last Name:

Title:

Spouse:

Minor Children or Dependents:

1. Identify by name and address each business entity in which you, your spouse or any of your minor children or dependents have a substantial interest.

Business entity: Means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust or any other entity recognized by law.

Substantial interest means: (a) the ownership of 10 percent or more of the voting stock or shares of the business entity; (b) the ownership of either 10 percent or more or \$5,000 or more of the fair market value of the business entity; or (c) funds received from the business entity exceed 10 percent of the recipient's gross income for the previous year.

2. Identify (by street address, legal or lot and block description) all real property located within Garland owned by you through beneficial ownership, partnership, joint ownership or through corporate ownership of corporation in which you have an interest of one percent or more. You must also include all real property leased by you or held by you with a right of first refusal.

Return completed Boards and Commissions Application and Disclosure Form to:

City of Garland
City Secretary's Office
PO Box 469002
Garland, TX 75046-9002

Signature: Date: