



CITY OF GRAND PRAIRIE  
FINANCE AND GOVERNMENT COMMITTEE  
CITY HALL - COUNCIL BRIEFING ROOM  
TUESDAY, SEPTEMBER 06, 2022, AT 2:00 PM

## MINUTES

### CALL TO ORDER

Chairman Jeff Copeland called the City of Grand Prairie Finance and Government Committee meeting to order at 2:00 p.m. on Tuesday, September 06, 2022, in the Council Briefing Room, 300 West Main Street, Grand Prairie, Texas.

### MEMBERS PRESENT

Chairman Jeff Copeland  
Council Member Cole Humphreys  
Council Member Kurt Johnson

### STAFF PRESENTATIONS

1. Public Hearing & Presentation on Public Improvement District (PID) Budgets

Lee Harriss, Special District Administrator, presented Public Improvement District (PID) Budgets; a discussion took place about mowing and mailing legal notices, statistical information on the PIDs for 2023, and a comparison between FY22 and FY23 to PID residents. Deputy City Manager Cheryl De Leon clarified the new process for advertising meetings to allow the citizens to attend and ask questions; she also reviewed the timeline and approval process for PID budgets. Council Member Kurt Johnson asked about rolling over funds that were not exhausted next year. Ms. Harriss explained that they could roll over money, that there was no financial danger at this time, and that the City would not allow PIDs to spend more than they have.

Ms. Harriss explained that Mira Lagos is not a PID but a subdivision within a PID. The PID board members decided not to track spending in individual subdivisions. Council Member Humphreys asked if there were rules on how much the PID must spend. Ms. Harriss explained that when a large amount of money is rolled over into the following year, it's for significant future expenses, such as fence repair.

Citizen: Juanita Valdez, 4521 Amherst Lane, asked if someone was making sure the PIDs comply with how they are spending the money and what happened to the funds collected in 2020-2021 when nothing was virtually done due to COVID. Ms. Valdez also inquired about the Christmas lights. Ms. Harris explained that an electrical issue kept the lights from being turned on. She also said that PIDS is exempt from the competitive bid process. Council Member Johnson asked if the city could open a bidding process. Ms. De Leon and City Attorney Megan Mahan responded that the city could not require them to get more than one bid by state law and

are looking into putting together a vendor list. Ms. Harriss also mentioned that not all vendors could meet City's high insurance requirement. Council Member Humphreys pointed out that PID Boards do not get paid; the property Managers do get paid and need to be held accountable. Council Member Johnson asked who was responsible for overseeing the Property Manager ensure he was selecting quality vendors. Ms. Harriss responded by saying the PID Board oversees the Property Manager. Ms. De Leon said the PID budget could be provided to Juanita Valdez, which can also be found on the PID website.

Citizen: Phillip Varghese, 549 Park Crest Dr. Westchester PID suggested the city notify citizens about PID meetings by putting it in the City's electronic newsletter, he used to receive an email notification, and two months ago, the emails stopped coming. Mr. Varghese asked for an update on the Apartment Complex to be built in the Westchester PID, how it will affect the budget, and when they start paying as a PID member. The apartment complex was supposed to start paying when construction began. Ms. Harriss said the tax roll shows the property is still attached to the church. She will research further. Chairman Copeland asked if the city could add the meeting notices to the Pipeline newsletter. Ms. De Leon says she will work with Marketing to add it to the Pipeline. Council Member Humphreys said that city needs to monitor the marketing costs.

Citizen: David Yaqubian, 609 W. Springdale Ln. Discussed the sidewalks in his area; further discussion determined that he did not live in a PID. Council Member Humphreys said Public Works would address the sidewalks. Chairman Copeland stated that the city would also take care of it. Public Works Director Gabe Johnson and Mr. Yaqubian walked out of the meeting into the foyer to address the sidewalk.

With no additional speakers present, Chairman Copeland closed the public hearing.

## 2. Epic Central Construction Update

Director of Design and Construction Andy Henning presented the Epic Central Update. A previous decision had been made to spend approximately nine hundred fifty thousand to put the third level on the parking garage, adding one hundred spaces. It will now cost two million four hundred thousand. Mr. Henning explained that considering the price increase, he suggested not going forward with the project. The Chairman and Council Members agreed. Ms. Mahan added that a third level to the parking garage could be added later because of how the garage is being built. Alternative parking is available down the road. No vote is needed since this is just a presentation.

## CONSENT AGENDA

Council Member Humphreys moved, seconded by Council Member Johnson, to approve consent agenda items three through eleven. The motion carried unanimously.

## 3. Minutes of the July 27, 2022, Finance and Government Committee Budget Meeting

### Approved On Consent Agenda

## 4. Minutes of the August 2, 2022, Finance and Government Committee

**Approved On Consent Agenda**

5. Ordinance amending the FY2021/2022 Capital Improvement Projects Budget; Change Order No. 2 with Fast General Contracting at the Grand Prairie Memorial Gardens for wrought iron fence replacement, the substitution of hydroseed in place of sod and to ratify the payment for irrigation pipe relocation and sprinkler head installation in the total amount of \$28,120.00 for a total project cost of \$465,504.00

**Approved On Consent Agenda**

6. Professional services contract with BSA Design Group, Inc. (BSA) in the amount of \$43,500.00 and approve a 5% contingency of \$2,175.00 for a total cost of \$45,675.00 for architectural services for the Grand Prairie Memorial Gardens Administration Building Lobby Improvements

**Approved On Consent Agenda**

7. Amendment/Change Order No. 2 to the construction contract with Felix Construction Company in the amount of \$44,881.59 for the demolition of the old Fire Station No. 3 and a time extension due to switchboard delivery days for Robinson Road Pump Station for a total contract cost of \$7,953,274.48

**Approved On Consent Agenda**

8. Ordinance amending the FY 2021/2022 Capital Improvements Projects Budget; Professional Consultant Contract with Pacheco Koch Consulting Engineering, Inc. for the Main Street Roadway Improvements in the amount of \$49,000.00 for a total project cost of \$3,159,003.00

**Approved On Consent Agenda**

9. Change Order #1 in the amount of \$10,000.00 for the Fish Creek Stabilization project to verify existing conditions within the project area, accommodate changes with the design, and deliver 100% of documents to the City to the agreement with Teague, Nall, and Perkins, Inc for a total project cost of \$100,445.00

**Approved On Consent Agenda**

10. Professional Engineering Contract with Halff Associates, Inc. for Henry Branch Slope Repair in the amount of \$61,325.00

**Approved On Consent Agenda**

11. Resolution for the City of Grand Prairie to enter an Interlocal Agreement (ILA) with the North Central Texas Council of Governments (NCTCOG); and authorize the City Manager to accept the ILA to proceed with the Solid Waste Implementation Grant project of \$48,560.00 from the NCTCOG

**Approved On Consent Agenda**



## ITEMS FOR INDIVIDUAL CONSIDERATION

### 12. 2023 Finance and Government Committee Meeting Dates

*Chairman Jeff Copeland presented the 2023 Finance and Government Committee Meeting Dates.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

### 13. Water and Wastewater Rate Increase Consideration

*Mr. Johnson presented information and a PowerPoint slide explaining the different rate tiers for Water (e.g., residential, commercial). Wastewater does not have tiers. The goal is to get the lowest tier to have little or no increase. The most significant tier is two. Ms. De Leon noted in the discussion at the workshop that the goal is to help residents in tiers one and two.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

### 14. Annual contract for HOOPLA Streaming Media Service for Library Customers, with Midwest Tape, in an amount not to exceed \$100,000.00 annually to equal a total contract value of \$500,000.00 if all four one-year extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$25,000.00 so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms

*Library Director Peter Sime presented information on Hoopla, a book streaming service for books. He explained that the city has had Hoopla since 2012 and is charged per checkout. Mr. Sime cited details of increased use. The city will pay no more than one hundred thousand dollars annually with the new contract. Council Member Johnson asked what would happen if the city exceeded that amount. Mr. Sime responded that the money would be moved from the book account to cover it, and after three weeks, the downloads disappear from the user's devices.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

### 15. Professional engineering services contract with Halff Associates in the maximum amount of \$116,000.00 for Stormwater Modeling Annual Update.

*Mr. Johnson presented the annual contract with Halff, noting that the city has maintained this model for the last seven to eight years.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

### 16. Annual contract for grass sod from King Ranch Turf Grass (up to \$28,660.00 annually). This agreement will be for one year with the option to renew for four additional one-year periods totaling \$143,300.00 if all extensions are exercised. An annual contract for grass seed from Justin Seed (up to

\$18,270.00 annually). This agreement will be for one year with the option to renew for four additional one-year periods totaling \$91,350.00 if all extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$35,825 for King Ranch and \$22,837.50 for Justin Seed so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms

*Mr. Johnson explained that any Department could use this contract for replacing sod after sidewalks are repaired if the amount of the total agreement is not exceeded. The company puts the sod down.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

17. Annual Contract for product or service from Professional Coating Technologies (\$30,000.00) through a Master Interlocal Agreement with the City of Arlington. This contract will be for one year with the option to renew for four additional one-year periods totaling \$150,000 if all extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$37,500.00 so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms.

*Mr. Johnson states this item was a pricing agreement for street coating and is 'piggy-backed' off Arlington. Council Member Humphreys noted the number is minimal. Mr. Johnson said it is not the asphalt itself.; it is a coating product that the city buys, and our employees spray it.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

18. Annual easement and alley clearing agreement from Bronco Land Clearing (up to \$114,725.00 annually). This agreement will be for one year with the option to renew for one additional one-year period totaling \$229,450.00 if all extensions are exercised. Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to \$50,000 so long as the City Council appropriates sufficient funding to satisfy the City's obligation during the renewal terms.

*Mr. Johnson explained this was another pricing agreement and said there is a 'Hodge podge' of 'no man's land' that has not been maintained for years, blocking right-of-way access. This project is a clear cut, not landscaping so that the city can get to it and homeowners can retain it. He said he was concerned about the low cost because the other bid was much higher and more than what he expected the price to be. He said the vendor is working in Mansfield now, and there seem to be no issues. He also noted that this cost would likely continue, not a one-time fee. Council Member Humphreys said that he (as a council person) gets complaints about alleyways being an overgrown and criminal activity.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

19. Ratify expenditures estimating \$428,519 with North Texas Contracting for an emergency purchase to repair a 12" water line at the northwest corner of Johnson Creek and Carrier.

*Mr. Johnson requested approval for an emergency repair purchase from North Texas Contracting for \$428,519.00 to repair a water line leak due to unforeseen damage to public property and to protect the public health and safety of the City of Grand Prairie.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

20. Ratification of the application for the FY23 Office of the Governor's (OOG) Homeland Security Grants Division's (HSGD) Statewide Emergency Radio Infrastructure (SERI) grant; and authorize the City Manager to accept grant funding provided by the HSGD through the North Central Texas Council of Governments (NCTCOG) for up to \$1,000,00.00

*Emergency Management Manager Fire Chase Wheeler presented that Grand Prairie was the only city in the State of Texas to be awarded this type of Grant.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

21. Resolution n for the City of Grand Prairie to enter an Interlocal Agreement (ILA) with the North Central Texas Council of Governments (NCTCOG); and authorize the City Manager to accept the ILA to proceed with the Statewide Emergency Radio Infrastructure (SERI) grant project of up to \$1,000,000 from the NCTCOG

*Mr. Wheeler stated that this is a companion to item number 20 for the SERI grant.*

*Council Member Humphreys moved, seconded by Council Member Johnson, to approve this item. The motion carried unanimously.*

## **EXECUTIVE SESSION**

*No executive session was held.*

## **CITIZEN COMMENTS**

*There were no citizen comments.*

## **ADJOURNMENT**

*There being no further business, the Finance and Government Committee meeting adjourned at 3:38 p.m.*

  
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*Chairman Jeff Copeland* *10-3-22*  
*Finance and Government Committee*  
*Council Member Cole Humphreys*