



CITY OF GRAND PRAIRIE
FINANCE AND GOVERNMENT COMMITTEE
COUNCIL BRIEFING ROOM, 300 W. MAIN STREET
TUESDAY, OCTOBER 05, 2021 AT 2:30 PM

MINUTES

CALL TO ORDER

Councilperson Cole Humphreys called to order the City of Grand Prairie Finance and Government Committee convened at 2:30 p.m. on Tuesday, October 5, 2021, in the City Council Briefing Room, 300 West Main Street, Grand Prairie, Texas. The following persons were in attendance:

MEMBERS PRESENT

Cole Humphreys, City Councilperson
Kurt Johnson, City Councilperson

MEMBERS ABSENT

Jeff Copeland, Chairperson

GUESTS IN ATTENDANCE

No Guests were recognized as being in attendance.

STAFF PRESENTATIONS

1. Hotel Occupancy Tax, HTMT Reporting update
Tourism Supervisor, Sara Dedeluk, stated that Tourism is 100% funded by hotel occupancy tax. She also reviewed the funding usage. Grand Prairie now has 36 hotels/motels, with 3066 rooms, and two new hotels opening soon will add 375 rooms. Ms. Dedeluk reviewed the Tourism budget history, including 2015-2016 and 2017-2018 which were negatively impacted due to construction delays, and 2020 which was affected by COVID during the last two quarters. 2018-2019 was used for budgeting. Construction delays may occur this year, but tourism should still do well. Additional discussion took place regarding the rationale for budget values and revenue seasonal trends. Ms. Dedeluk also presented information on short-term rentals, which are becoming popular in Grand Prairie. Ms. Dedeluk offered additional information on a new service they are using offered by STR, Inc. (not short-term rental). The company provides hotel market data for Grand Prairie, as well as information on other Metroplex hotels for comparisons. Some smaller and/or independently owned hotels do not report data to STR. Ms. Dedeluk also noted that hotel rooms can be booked directly from the tourism site, visitgrandprairietx.com.
2. Investment Presentation
Treasury and Debt Manager, Brady Olsen, presented information on the City's cash and investments, the various roles people play, and the investment framework the City uses, which is under state regulation. He discussed the different levels of regulation, reporting requirements, and allowable investments. The City Council decides on the options and communicates those decisions to staff. The City also has an Investment Committee. The Treasury team makes the day-to-day investments under leadership's guidance. Mr. Olsen also discussed the Public Funds Investment Act. He noted that the City does not invest in some options for various reasons, including a potentially higher risk. Mr. Olsen additionally discussed the City's investment strategy, which includes safety (low risk investments, diversity in investments), liquidity (access to cash), and

investment yield. He stated that US Treasury Bills and Notes are very safe. Approximately 1% of our total cash is in our checking account at any given time. Approximately 20% of our cash is in the investment pools. The City can have access to that cash within a day or so. The City also has cash in treasuries, agencies, and municipal bonds. Mr. Olsen noted that the City can fund between four and eight million dollars worth of additional projects each year because of investments. The investment policy must be approved every year. The policy will be presented to Council in November.

CONSENT AGENDA

3. Minutes from the Finance and Government Committee Meeting September 7, 2021
4. Ordinance amending the FY 2021/2022 Capital Lending Reserve Fund; to remodel the Main Library Archive Room using an established price agreement with Home Depot (\$54,072.72)
5. Purchase of lighting system for Friendship Park from Musco Lighting at a cost of \$94,211 through a cooperative agreement with BuyBoard
6. A resolution of the City of Grand Prairie, hereinafter "Applicant," designating certain officials as being responsible for, acting for, and on behalf of the Applicant in dealing with the Texas Parks & Wildlife Department, hereinafter referred to as the "Department," for the purpose of participating in the Local Park Grant Program, hereinafter referred to as the "Program,"; certifying that the Applicant is eligible to receive program assistance; and dedicating the proposed site for permanent public park and recreational uses (known as Tyre Park Improvements).
7. Ordinance amending the FY2021/2022 Capital Improvement Projects Budget; Professional engineering services contract with Plummer Associates, Inc. in the maximum amount of \$58,800 for the 2021 Annual Study for Outfall Rehabilitation
8. An ordinance amending the FY2021/2022 Capital Improvement Budget; contract with Parkhill/Shrickel Rollins, Inc. in the amount of \$67,500 and approve a 5% contingency of \$3,375, for a total cost of \$70,875 for architectural services for Tyre Park Development Plan
9. Ordinance Amending the FY2021/2022 Capital Improvement Projects Budget; Amendment No. 1 with Halff Associates, Inc. for additional engineering and survey service for Palace Pkwy and IH30 in the amount of \$19,500

Councilperson Kurt Johnson moved to approve the Consent Agenda, with an adjustment in the September 7, 2021 minutes changing the words "Members not in Attendance" to "Guests in Attendance." Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Abstentions: None

Absent: Copeland

ITEMS FOR INDIVIDUAL CONSIDERATION

10. 2022 Finance and Government Committee Meeting Dates

Councilperson Cole Humphreys stated that Item 10 would be pulled from this Agenda and would be discussed when the full Finance and Government Committee was present.

11. Professional Services Contract with Teague, Nall & Perkins, Inc. in the amount of \$381,040.21 to provide engineering of intersection improvements at Avenue K and SH 360, Belt Line Road and Marshall Drive, and Belt Line Road and Skyline Road (South)

Transportation Director, Walter Shumac, presented information on item 11. Mr. Shumac discussed issues at the listed locations. Mr. Shumac also explained why an outside engineering firm is needed for the design work.

Councilperson Kurt Johnson moved to approve Item 11, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Abstentions: None

Absent: Copeland

12. Change Order/Amendment No. 2 with Hill & Wilkinson General Contractors in the amount of \$111,953.02 for added scope of work requested by the City of Grand Prairie for emergency generator coordination and new waterproofing installation required as it relates to Phase 3 Construction of the City Hall Municipal Campus

Mr. Andy Henning, Engineering, presented information for Items 12, with contributing comments from Facility Services Manager, Ray Riedinger. The recommendation was made to add a permanent generator for both Housing and Courts, which will require a redesign of the landscape. Additionally, the floor-line in Courts is below grade, and in addressing that issue, asbestos was discovered in the current water-proofing system. The funding source for this change is from the Housing budget and the Courts budget. It is not associated with the funding for the City Hall project.

Councilperson Kurt Johnson moved to approve Item 12, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Abstentions: None

Absent: Copeland

13. Agreement with Dallas Area Agency on Aging for a total budget of \$257,847 (less Program Reimbursements of \$183,348) for Congregate Meals, Home Delivered Meals and Transportation Program

Parks, Arts, and Recreation Director, Mr. Duane Strawn, presented information for Items 13. Mr. Strawn also noted that Grand Connection, which Mr. Walter Shumac oversees, is a significant part of the program's success.

See Item 15 regarding motion and decision for this Item.

14. Purchase an irrigation controller system for Prairie Lakes from Longhorn, Inc in the amount of \$162,285.31, through a national cooperative agreement with BuyBoard and include a 5%contingency in the amount of \$8,115 for a total of \$170,400.31

Mr. Duane Strawn presented information for Items 14, regarding replacement of an outdated irrigation system. The labor will be in house and begin with the weather is cooler.

See Item 15 regarding motion and decision for this Item.

15. Contract with The Home Depot in the amount of \$138,916.57 for painting interior of the Ruthe Jackson Center through a cooperative agreement with BuyBoard; contract with Shaw Integrated Solutions in the amount of \$148,690.73 for facility improvements and carpet for Ruthe Jackson Center through a cooperative agreement with BuyBoard and include a 4% contingency in the amount of \$10,000 for a total of \$297,607.30.

Mr. Duane Strawn presented information for Items 15 regarding a design refresh. A discussion took place about the proposed updates and the timeline.

Councilperson Kurt Johnson moved to approve Items 13 through 15, as presented.

Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Abstentions: None

Absent: Copeland

16. Resolution authorizing the filing of an application for financial assistance from the state infrastructure bank of \$13 million; authorizing the City Manager to act on behalf of the City of Grand Prairie in all matters relating to the application

Mr. Brady Olsen presented information for Item 16. Mr. Olsen stated that the State created low interest loans for transportation projects throughout the state, but the program is not being used to its full potential. The City has a turnback project, and the State loans may be at a lower interest rate than issuing bonds. He also noted that Mr. Walter Shumac and the Transportation team were responsible for finding out about the low interest loan program.

Councilperson Kurt Johnson moved to approve the Item 16, as presented. Councilperson

Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Abstentions: None

Absent: Copeland

EXECUTIVE SESSION

The Finance and Government Committee may conduct a closed session pursuant to Chapter 551, Subchapter D of the Government Code, V.T.C.A., to discuss any of the following:

- (1) *Section 551.071 "Consultation with Attorney"*
- (2) *Section 551.072 "Deliberation Regarding Real Property"*
- (3) *Section 551.074 "Personnel Matters"*


(4) Section 551.087 "Deliberations Regarding Economic Development Negotiations."
No Executive Session was held.

CITIZEN COMMENTS


No citizen comments were made.

ADJOURNMENT

There being no further business, the Finance and Government Committee meeting adjourned at 3:34 p.m.



Chairperson, Jeff Copeland
Finance and Government Committee



Date