



MINUTES
CITY COUNCIL FINANCE AND GOVERNMENT COMMITTEE
July 13, 2021

The City of Grand Prairie Finance and Government Committee convened at 2:30 p.m. on Tuesday, July 13, 2021, in the City Council Briefing Room, 300 West Main Street, Grand Prairie, Texas. The following members were in attendance:

COMMITTEE MEMBERS PRESENT

Jeff Copeland, Chairperson
Cole Humphreys, City Councilperson
Kurt Johnson, City Councilperson

No Guests were recognized as being in attendance.

COMMITTEE MEMBERS NOT PRESENT

None

STAFF PRESENTATIONS

1. Internal Audit FY21 3rd Quarter Report

Audit Director and Interim Chief Financial Officer, Cathy Patrick, presented information on FY21 3rd Quarter Report, including completed projects, projects in progress, and on-going projects. Ms. Patrick clarified that the Audit Department's responsibility is to verify if the documentation provided (e.g., from Departments, hotels) is correct, and to make recommendations, with direction by Deputy City Manager, Cheryl De Leon.

Ms. Patrick stated that the prioritized Audit Workplan will be presented to the Finance and Government Committee in December. After a discussion, it was determined that Lynn Creek Marina should achieve two consecutive years of positive findings before being placed on a bi-yearly audit schedule. A brief discussion took place regarding potential amendments to contracts.

Ms. Patrick noted that the EnerGov implementation is expected in August of this year, and will involve Public Works, Planning, Inspections, and Engineering. Ms. Patrick also discussed the Capital Assets Project. Going forward, 'clean' data will be entered into the new financial system. Ms. Patrick also stated that the new ERP software will replace Lawson with a new financial and human resources system. An RFI was sent out, and they are reviewing the information.

Ms. Patrick mentioned the Finance Department survey conducted in June. The Finance Department held a team-building retreat on Monday, July 12. She also discussed Procurement Card reviews.

Ms. Patrick stated that the American Rescue Plan is still being adjusted by the Federal Government, and there is not yet a reporting format.

CONSENT AGENDA

Deputy City Manager Cheryl De Leon discussed the criteria for items included on the Consent Agenda, and she noted that any member of the Finance and Government Committee can request an item be pulled from the Consent Agenda to be presented for individual consideration. Councilperson Kurt Johnson requested Item 5 and

Item 6 be pulled from the Consent Agenda and presented for individual consideration.

2. Minutes from the June 1, 2021, Finance and Government Committee Meeting
3. Professional services contract with Gaylen Howard Laing Architect, Inc. (GHLA) in the amount of \$69,440 and approve a 5% contingency of \$3,472, for a total cost of \$72,912 for architectural services for Epic Central maintenance building
4. Amendment No. 1 with Halff Associates professional service agreement for the Grand Prairie Landfill-West Fork Trinity River Erosion Protection Improvements in the amount of \$88,490
5. Second Amendment to Lease Agreement Reinstating Rental Payments for 321 Firehouse GPLLC located at 321 W. Main Street
6. Authorize Sublease agreement between 321 Firehouse GP LLC and Dimitrios VaGenas LLC d/b/a "My Kuzina" for a portion of the premises owned by the City and leased to Firehouse Gastro Park LLC at 321 W. Main Street
7. Authorize payment of \$63,741.94 to McGriff Insurance Services, Inc. for renewal of Cyber Liability policy number ESJ0127928264 from Underwriter's at Lloyd's of London for the period of February 4, 2021 through February 4, 2022
8. Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Purchase of gas masks and related accessories from Safeware, Inc., in the amount of \$58,023 through a national interlocal with Omnia Partners
9. Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Professional Services Contract with Freese and Nichols, Inc. in the amount of \$88,000 for Feasibility and Cost-Effectiveness Study of annexing in Extraterritorial Jurisdiction (ETJ)
10. Amend the FY21 Solid Waste Landfill Replacement Fund Budget; Authorize and confirm the purchase of an approximate 1.91-acre tract of land located at 3499 IH30 from Gifco Properties, Inc. in the amount of \$22,000 for additional Landfill property

Councilperson Cole Humphries moved to approve Items 2-4 and Items 7-10 on the Consent Agenda, with Items 5-6 pulled for individual consideration and discussed in Executive Session. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0.

Ayes: 3

Nays: 0

Abstentions: 0

ITEMS FOR INDIVIDUAL CONSIDERATION

11. Contract with Pyro Brand Development LLC for Brand Development of Epic Central in the amount of \$128,000, plus a contingency amount of 5% for a total project cost of \$134,400

Deputy City Manager Cheryl De Leon presented information for Item 11. The goal is to make Epic Central one of the top five entertainment venues in Dallas-Fort Worth. Item 11 is about branding, not marketing. An RFP was done, 15 proposals were received, and the selection team selected the top five companies. Ms. De Leon noted that the selection team was comprised of several persons from Parks, Arts and Recreation, as well as other departments. She explained the scoring process, and the reasons why Pyro Brand Development was chosen (e.g., diverse workforce, great team, creative ideas). After four interviews with each company, Pyro Brand Development was selected. She further stated that the

marketing piece will be a separate contract. Marketing may be done with Pyro Brand Development, or with another company.

Councilperson Cole Humphreys moved to approve Item 11 as presented. Councilman Kurt Johnson seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3

Nays: 0

Abstentions: 0

12. Ordinance amending the FY2020/2021 Capital Improvement Projects Budget; Contract with The Broussard Group (TBG Partners, Inc.) in the amount of \$49,500 and approve a 5% contingency of \$2,475, for a total cost of \$51,975 for design services for PlayGrand Adventures – Tranquil Adventures; Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) for pre-Construction services for PlayGrand Adventures – Tranquil Adventures in the amount of \$0.00 and approve a Construction Service Fee of 5% to be applied at a later time to the actual approved construction costs for the work; Contract with Whirlix Design, LLC in the amount of \$132,306 per BuyBoard agreement for playground equipment; and Contract with Site Source, Inc. in the amount of \$45,151 per BuyBoard agreement for site shade and amenities

Director of Parks, Art & Recreation, Duane Strawn, presented information for Item 12. He stated that Item 12 was comprised of three parts: Design contract, construction management, and playground equipment that needs to be ordered because of the long lead time. He also recapped the PlayGrand Adventures-Tranquil Adventures, explaining it is a more quiet, less stimulating, secure area, especially beneficial for children on the Autism Spectrum. Mr. Strawn stated that once the final maximum cost is determined, he will return to the Finance and Government Committee to present an amended contract. The goal is to be open by Spring Break 2022.

A brief discussion took place regarding the origin of the idea, and the necessity to include this type of space for Grand Prairie citizens. Mr. Strawn also clarified that each of the areas/pods are a separate phase. Item 12 is the second phase. Mr. Strawn will send conceptual drawings to the Finance and Government Committee members.

Councilperson Cole Humphries moved to approve Item 12 as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3

Nays: 0

Abstentions: 0

13. Construction Management Agreement with Arch-Con Corporation (Arch-Con) in the amount of \$38,910,167 for construction of the dual brand hotel and convention center within the overall EpicCentral project; owner-controlled contingency in the amount of \$1,089,833 and a budget allowance of \$350,000 for potential price escalation of construction materials for a total funding request of \$40,350,000

Senior Building and Construction Project Manager, Andy Henning, presented information for Item 13, which is related to the hotels and conference center. Concord Hospitality was originally the development partner, but they were unable to secure financing timely. Council voted for the City to fund the project, which includes two hotels and the conference center. Arch-Con was selected as the general contractor based on experience and lower cost. It was clarified that Item 13 does not include the underground garage. Mr. Henning also stated that the City always supplies the general contractor with contact information for local sub-contractors and they are encouraged to use them, when possible.

Councilperson Cole Humphries moved to approve Item 13 as presented. Councilperson Kurt Johnson seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3
Nays: 0
Abstentions: None

14. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Change Order 1 with The Nay Company for the construction of Water Utilities Metal Fabrication Shop in the amount of \$252,630

Director of Engineering and Public Works, Gabe Johnson, presented information for Item 14. The design build was approved by Council in September 2020. However, since that time, prices have increased. Item 14 is asking for additional funds primarily for construction materials.

Councilperson Kurt Johnson moved to approve Item 14 as presented. Councilperson Cole Humphries seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3
Nays: 0
Abstentions: 0

15. Ordinance amending the FY 2021 Red Light Safety Fund; Price agreement for the purchase of police technology and services from Axon, Inc., through a national interlocal agreement with Sourcewell, at a first-year cost of \$625,000. This agreement will be for one year, with the option to renew for nine additional one-year periods, totaling \$14,650,150 if all extensions are exercised; Authorize the City Manager to execute the renewal options with aggregate price fluctuations of up to \$50,000 so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

Support Services Manager for the Police Department, Ryan Simpson, presented information on Item 15. Mr. Simpson stated that Axon, Inc., provides equipment for the Police Department (e.g., body cameras, dash cameras, tasers). The current contract with Axon, Inc., will expire soon. Item 15 is regarding a one-year agreement, with an option to renew nine additional one-year periods. The cost includes hardware upgrades and price protection throughout the life of the contract at no additional cost. At the end of the 10-years, the City will own the equipment. The City (Police Department) will also receive an equipment issue in the 10th year. A portion of the cost for Item 15 will come from the 'Red Light' fund, but going forward, the cost will be split between the ¼ cent crime tax and the General Fund.

City Attorney, Megan Mahan, noted that Item 15 is a contract renewal. It was also clarified that the first two years of the contract, the payments will be lower. However, once the Public Safety Building is paid for, more funds will be available, and the payments will go up. Deputy City Manager, Cheryl De Leon, explained that if funds are not available in future years, prioritization will be done, and other funding sources may be used.

Councilperson Kurt Johnson moved to approve Item 15 as presented. Councilperson Cole Humphries seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3
Nays: 0
Abstentions: 0

16. Agreement regarding Ground Lease with CNP6 Real Estate LLC and Great Southern Bank

Item 16 was discussed in Executive Session.

17. Intercreditor Agreements for Bolder Adventure Park: Tri-Party Agreement with Bolder One, LLC and Plains State Bank; Lease Estoppel with Bolder One, LLC, Greater Texas Capital Corporation, and Lincoln Capital Management

Item 17 was discussed in Executive Session.

18. Resolution Authorizing Lease with Option to Purchase between Grand Prairie Local Government Corporation and Zavala's Barbecue, LLC for 103 SW 5th Street and 151 SW 5th Street; identify Zavala's Barbecue, LLC as a business suitable for expansion within the City

Item 18 was discussed in Executive Session.

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 one or more of the following:

- (1) *Section 551.071 "Consultation with Attorney"*
- (2) *Section 551.072 "Deliberations Regarding Real Property"*
- (3) *Section 551.074 "Personnel Matters"*
- (4) *Section 551.087 "Deliberations Regarding Economic Development Negotiations"*

Chairperson Jeff Copeland convened an Executive Session of the Finance and Government Committee at 3:35 p.m. to discuss matters involving Section (4) 551.087 "Deliberations Regarding Economic Development Negotiations and (2) Section 551.072 "Deliberation Regarding Real Property."

Chairperson Jeff Copeland reconvened the regular meeting of the Finance and Government Committee at 3:58 p.m. Councilperson Kurt Johnson moved to approve Items 5, 6, 16, 17, and 18 as presented, with correspondence clarifying the terms of the lease agreement to the lessee regarding Item 6. Councilperson Cole Humphreys seconded the motion. The motion passed 3-0, with no abstentions.

Ayes: 3
Nays: 0
Abstentions: 0

CITIZEN COMMENTS

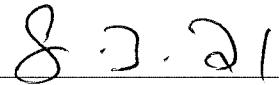
There were no citizen comments.

ADJOURNMENT

There being no further business, the Finance and Government Committee meeting adjourned at 4:00 p.m.



Chairperson, Jeff Copeland
Finance and Government Committee



Date