



AGENDA

The meeting will be held at City Hall Council Chambers, 300 W. Main St, Grand Prairie, Texas, and the Chairman or presiding member will be physically present. Members may be participating remotely via video conference.

CALL TO ORDER

STAFF PRESENTATIONS

- [1.](#) Presentation on Homestead Exemption
- [2.](#) Presentation on FY 2021-22 Debt Transactions
- [3.](#) Presentation on the Annual Financial Report for the year ended September 30, 2021
- [4.](#) Parks Enterprise Financial Report Update – 1st Quarter FY2022

CONSENT AGENDA

The full agenda has been posted on the city's website, www.gptx.org, for those who may want to view this agenda in more detail. Citizens may speak for five minutes on any item on the agenda by completing and submitting a speaker card.

- [5.](#) Minutes from the Finance and Government Committee Meeting February 1, 2022
- [6.](#) Construction Manager at Risk (CMAR) contract with Modern Contractors, Inc. for pre-construction management services for the Lynn Creek Event Pavilion in the amount of \$1,000 and approve a construction service fee of 3.0% to be applied at a later time to the actual approved construction costs for the work
- [7.](#) Construction Manager at Risk (CMAR) contract with Dean Electric, Inc. dba Dean Construction for pre-construction management services for Turner Park Improvements Phase 1 in the amount of zero \$0 and approve a construction service fee of 3.5% to be applied at a later time to the actual approved construction costs for the work

ITEMS FOR INDIVIDUAL CONSIDERATION

- [8.](#) Participation Agreement with 1301 Parker Rd, LLC for Right of Way Improvements in the total amount of \$131,014.75
- [9.](#) Developer Participation Agreement with Dechman Owner, LLC, for paving and drainage improvements on Dechman Drive in the not to exceed amount of \$755,860

- [10.](#) Professional Contract with Pyles Whatley for appraisal and court testimony services for City Projects with the combined costs not to exceed \$40,000; the contract will be for one year with the option to renew for four additional one-year periods, not to exceed \$200,000 cumulatively if all extensions are exercised and authorize the Manager to execute the renewal options with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City’s obligation during the renewal terms
- [11.](#) Review of DRAFT Comprehensive Annual Financial Report and associated audit services for Fiscal Year ending September 30, 2021
- [12.](#) Ordinance Amending the FY 2021/2022 Capital Improvement Projects Budget for \$19,800 for Compression Brake Signage
- [13.](#) Ordinance amending the FY 2020-2021 Operating Budgets in the amount of \$1,489,193
- [14.](#) Ordinance amending the FY 2021-2022 Capital Projects Budget to appropriate \$1,000,000 toward the purchase of Mobile Generators and amending the FY 2021-2022 Pooled Investment Fund Budgets to reverse \$1,000,000 of the appropriation previously appropriated through Ordinance #11128-2021
- [15.](#) Ordinance amending the FY 2021-2022 Operating Budgets for a net decrease of \$2,625,000

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.”*

CITIZEN COMMENTS

Citizens may speak during Citizen Comments for up to five minutes on any item not on the agenda by completing and submitting a speaker card.

ADJOURNMENT

The Grand Prairie City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-8035 or email GPCitySecretary@gptx.org at least three (3) business days prior to the scheduled meeting to request an accommodation.

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Finance and Government Committee agenda was prepared and posted February 25, 2022.



Gloria Colvin, Deputy City Secretary



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022
REQUESTER: Brady Olsen
PRESENTER: Brady Olsen, Treasury and Debt Manager
TITLE: Presentation on Homestead Exemption
RECOMMENDED ACTION: None

ANALYSIS:

Presentation on the Homestead Exemption

FINANCIAL CONSIDERATION:

None



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022
REQUESTER: Brady Olsen
PRESENTER: Brady Olsen, Treasury and Debt Manager
TITLE: Presentation on FY 2021-22 Debt Transactions
RECOMMENDED ACTION: None

ANALYSIS:

Presentation on FY 2021-22 Debt Transactions

FINANCIAL CONSIDERATION:

None



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Susan Sanders

PRESENTER: Susan Sanders, Assistant Director of Finance, Luis Barrera, Controller, and Jennifer Ripka, Weaver (Audit Firm) Partner

TITLE: Presentation on the Annual Financial Report for the year ended September 30, 2021

RECOMMENDED ACTION: None

ANALYSIS:

Presentation on the Annual Financial Report for the year ended September 30, 2021

FINANCIAL CONSIDERATION:

None



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Duane Strawn, Director Parks, Arts and Recreation

PRESENTER: Leticia Evans, Business Operations Mgr, Parks, Arts and Recreation

TITLE: PRES: Parks Enterprise Financial Report Update – 1st Quarter FY2022

RECOMMENDED ACTION: Presentation Only

ANALYSIS:

Presentation of FY2022 – 1st Quarter Parks Enterprise Financial Reports.

FINANCIAL CONSIDERATION:

None – Presentation Only

GOLF ROUND DETAILS
FYE 2021

	PRAIRIE LAKES	TANGLE RIDGE	TOTAL GOLF
Rounds			
Paid	42,068	32,146	74,214
Pass	9,436	7,750	17,186
Comp	<u>3,768</u>	<u>2,866</u>	<u>6,634</u>
Total Course Rounds	55,272	42,762	98,034
GolfNow Promo	3,661	3,744	7,405
Total Rounds	58,933	46,506	105,439
Avg Green Fee/Cart	27.87	35.85	
Comp Round \$ Value	105,014	102,746	207,760
GolfNow Promo Value - 50%	<u>51,016</u>	<u>67,111</u>	<u>118,127</u>
	156,030	169,857	325,887

CONSOLIDATED GOLF FUND REPORT

December 2021 (Unaudited)

	FY22 ACTUAL		FY21 ACTUAL		\$ Chg	FY22 BUDGET	
Rounds							
Paid	18,932		18,306		626	65,000	
Pass	4,491		3,877		614	12,300	
Comp	1,784		1,612		172	4,300	
Total Course Rounds	25,207		23,795		1,412	81,600	
GolfNow Promo	1,862		1,876		(14)		
Total Rounds	27,069		25,671		1,398		
Avg Green Fee	26.20		23.38		2.83	23.18	
Avg Cart Fee	7.11		7.95		(0.84)	7.40	
Avg Range	1.03		1.05		(0.03)	1.10	
Total	34.33		32.38		1.96	31.68	
Revenues							
Green Fee	496,049	64.09%	427,904	62.21%	68,146	1,507,000	57.50%
Cart Fee	134,543	17.38%	145,513	21.16%	(10,969)	481,000	18.35%
Driving Range	19,426	2.51%	19,255	2.80%	170	71,200	2.72%
Memberships	57,198	7.39%	40,763	5.93%	16,435	330,000	12.59%
Pro Shop	31,702	4.10%	27,385	3.98%	4,317	124,000	4.73%
F&B	27,536	3.56%	23,158	3.37%	4,378	104,000	3.97%
Other	7,536	0.97%	3,810	0.55%	3,726	3,500	0.13%
	773,990	100.00%	687,788	100.00%	86,202	2,620,700	100.00%
Labor							
City Labor	278,780	36.02%	228,488	33.22%	68.67%	1,198,875	45.75%
City Benefits	121,274	15.67%	104,245	15.16%	31.33%	489,048	18.66%
Workforce/Temp Labor	-	0.00%	585	0.09%		-	0.00%
	400,054	51.69%	333,318	48.46%		1,687,923	64.41%
Pro Shop Cost Of Goods	12,776	1.65%	16,197	2.35%		90,125	3.44%
	40.30%		59.15%		(3,421)	72.68%	
Course Maintenance	104,853	13.55%	68,301	9.93%	36,552	466,363	17.80%
Management Contract	106,761	13.79%	108,998	15.85%	(2,237)	403,200	15.39%
Cart Lease	53,918	6.97%	53,918	7.84%	-	217,834	8.31%
Supplies	366	0.05%	783	0.11%	(417)	6,268	0.24%
Utilities	27,312	3.53%	33,709	4.90%	(6,397)	191,759	7.32%
Promotion	9,708	1.25%	9,350	1.36%	358	46,825	1.79%
Services	5,877	0.76%	6,610	0.96%	(733)	46,924	1.79%
Total Operating Expenditures	721,625	93.23%	631,184	91.77%	90,441	3,157,221	120.47%
Operating Income / (Loss)	52,365	6.77%	56,604	8.23%	(4,239)	(536,521)	-20.47%

Financial Report
December 2021 (Unaudited)



	FY22		FY21			FY22	
	ACTUAL		ACTUAL		\$	BUDGET	
					Chg		
Rounds							
Paid	10,278		10,622		(344)	39,000	
Pass	2,350		2,151		199	4,300	
Comp	1,055		884		171	1,500	
Total Course Rounds	13,683		13,657		26	44,800	
GolfNow Promo	911		921		(10)		
Total Rounds	14,594		14,578		16		
Avg Green Fee	22.77		19.95		2.82	21.15	
Avg Cart Fee	8.41		7.52		0.89	6.56	
Avg Range	1.34		1.27		0.06	1.36	
Total	32.51		28.74		3.77	29.08	
Revenues							
Green Fee	233,993	56.27%	211,860	59.94%	22,133	825,000	55.16%
Cart Fee	86,404	20.78%	79,826	22.59%	6,578	256,000	17.12%
Driving Range	13,731	3.30%	13,537	3.83%	194	53,200	3.56%
Memberships	24,449	5.88%	814	0.23%	23,635	160,000	10.70%
Pro Shop	30,295	7.29%	26,382	7.46%	3,913	120,000	8.02%
F&B	19,412	4.67%	17,212	4.87%	2,200	78,000	5.21%
Other	7,536	1.81%	3,810	1.08%	3,726	3,500	0.23%
	415,820	100.00%	353,442	100.00%	62,378	1,495,700	100.00%
Labor							
City Labor	172,191	41.41%	125,517	35.51%	46,674	719,633	48.11%
City Benefits	65,251	15.69%	52,732	14.92%	12,519	258,712	17.30%
	237,442	57.10%	178,834	50.60%	58,608	978,345	65.41%
Pro Shop Cost Of Goods	12,776	3.07%	16,197	4.58%	(3,421)	90,125	6.03%
	42.17%		61.39%			75.10%	
Course Maintenance	42,948	10.33%	34,279	9.70%	8,669	234,243	15.66%
Cart Lease	22,843	5.49%	22,843	6.46%	-	92,558	6.19%
Supplies	366	0.09%	783	0.22%	(417)	6,268	0.42%
Utilities	17,899	4.30%	15,064	4.26%	2,835	94,600	6.32%
Promotion	1,500	0.36%	-	0.00%	1,500	21,825	1.46%
Services	4,716	1.13%	4,883	1.38%	(167)	35,534	2.38%
Total Operating Expenditures	340,490	81.88%	272,883	77.21%	67,607	1,553,498	103.86%
Operating Income / (Loss)	75,330	18.12%	80,559	22.79%	(5,229)	(57,798)	-3.86%

Tangle Ridge
December 2021 (Unaudited)



	FY22		FY21				FY22	
	ACTUAL		ACTUAL			\$	BUDGET	
						Chg		
Rounds								
Paid	8,654		7,684			970	26,000	
Pass	2,141		1,726			415	8,000	
Comp	729		728			1	2,800	
Total Course Rounds	11,524		10,138			1,386	36,800	
GolfNow Promo	951		955			(4)		
Total Rounds	12,475		11,093			1,382		
Avg Green Fee	30.28		28.12			2.17	26.23	
Avg Cart Fee	5.56		8.55			(2.99)	8.65	
Avg Range	0.66		0.74			(0.09)	0.69	
Total	36.50		37.41			(0.91)	35.58	
Revenues								
Green Fee	262,056	73.17%	216,044	64.62%		46,013	682,000	60.62%
Cart Fee	48,139	13.44%	65,687	19.65%		(17,547)	225,000	20.00%
Driving Range	5,695	1.59%	5,718	1.71%		(23)	18,000	1.60%
Memberships	32,749	9.14%	39,949	11.95%		(7,200)	170,000	15.11%
Pro Shop	1,406	0.39%	1,003	0.30%		403	4,000	0.36%
F&B	8,124	2.27%	5,946	1.78%		2,178	26,000	2.31%
Other	-	0.00%	-	0.00%		-	-	0.00%
	358,170	100.00%	334,347	100.00%		23,824	1,125,000	100.00%
Labor								
City Labor	106,589	29.76%	102,971	30.80%	66.65%	3,618	479,242	42.60%
City Benefits	56,023	15.64%	51,513	15.41%	33.35%	4,510	230,336	20.47%
	162,612	45.40%	154,484	46.20%		8,128	709,578	63.07%
Course Maintenance	61,905	17.28%	34,022	10.18%		27,883	232,120	20.63%
Management Contract	106,761	29.81%	108,998	32.60%		(2,237)	403,200	35.84%
Cart Lease	31,075	8.68%	31,075	9.29%		-	125,276	11.14%
Supplies	-	0.00%	-	0.00%		-	-	0.00%
Utilities	9,413	2.63%	18,645	5.58%		(9,232)	97,159	8.64%
Promotion	8,208	2.29%	9,350	2.80%		(1,142)	25,000	2.22%
Services	1,161	0.32%	1,727	0.52%		(566)	11,390	1.01%
Total Operating Expenditures	381,135	106.41%	358,301	107.16%		22,834	1,603,723	142.55%
Operating Income / (Loss)	(22,965)	-6.41%	(23,954)	-7.16%		990	(478,723)	-42.55%

Financial Report

December 2021 (Unaudited)



GRAND PRAIRIE MEMORIAL GARDENS *And Mausoleum*

	FY22 ACTUAL		FY21 ACTUAL		\$ Chg	FY22	BUDGET
Revenues							
Section Sales	326,073	58.72%	180,803	41.63%	145,271	600,000	45.15%
Marker Sales	95,883	17.27%	148,388	34.16%	(52,505)	350,000	26.34%
Columbarium Sales	12,582	2.27%	9,851	2.27%	2,732	45,000	3.39%
Interment Fees	100,053	18.02%	59,950	13.80%	40,103	225,000	16.93%
Mausoleum Sales	12,865	2.32%	22,796	5.25%	(9,932)	70,000	5.27%
Burial Box/Vaults	4,935	0.89%	8,675	2.00%	(3,740)	33,000	2.48%
Scattering Sales	63	0.01%	-	0.00%	63	1,000	0.08%
Other	2,858	0.51%	3,896	0.90%	(1,039)	5,000	0.38%
Transfers	-	0.00%	-	0.00%	-	-	0.00%
Total	555,313	100.00%	434,359	100.00%	120,954	1,329,000	100.00%
Labor							
City Labor	84,902	15.29%	66,108	15.22%	18,794	346,654	26.08%
City Benefits	35,490	6.39%	30,570	7.04%	4,920	142,269	10.70%
Workforce/Temp Labor	-	0.00%	-	0.00%	-	-	0.00%
	120,392	21.68%	96,678	22.26%	23,714	488,923	36.79%
Marker Cost	59,682	10.75%	11,551	2.66%	48,130	257,500	19.38%
Marker Cost As % Marker Rev	62.24%		7.78%			73.57%	
Utilities	6,090	1.10%	4,032	0.93%	2,058	35,612	2.68%
Operating Expense	42,261	7.61%	53,090	12.22%	(10,829)	331,401	24.94%
Indirect Cost - Gen Fund	12,450	2.24%	11,681	2.69%	769	49,809	3.75%
Total Operating Expenditures	240,875	43.38%	177,033	40.76%	63,842	1,163,246	87.53%
Operating Income / (Loss)	314,438	56.62%	257,326	59.24%	57,112	165,754	12.47%
Replacement Transfer Capital	-	0.00%	-	0.00%	-	-	0.00%
	-	0.00%	31,938	7.35%	(31,938)	17,400	1.31%
	-	0.00%	31,938	7.35%	(31,938)	17,400	1.31%
Total Expenditures	240,875	43.38%	208,971	48.11%	31,904	1,180,646	88.84%
Net Income / (Loss)	314,438	56.62%	225,388	51.89%	89,050	148,354	11.16%

Excludes encumbrances

Financial Report
December 2021 (Unaudited)



	FY22 ACTUAL		FY21 ACTUAL		\$ Chg	FY22 BUDGET	
Revenues							
Festivals	-	0.00%	-	0.00%	-	10,000	0.27%
Gate Receipts	142,813	26.00%	140,571	29.05%	2,242	1,874,000	51.11%
Annual Permits	36,665	6.68%	29,500	6.10%	7,165	175,000	4.77%
Cabins	17,150	3.12%	3,780	0.78%	13,370	150,000	4.09%
Rentals	22,885	4.17%	11,670	2.41%	11,215	87,000	2.37%
Parksites/RV	178,470	32.50%	173,789	35.92%	4,681	730,000	19.91%
Marina Lease	82,069	14.94%	96,135	19.87%	(14,066)	325,000	8.86%
Camp Store	12,956	2.36%	8,509	1.76%	4,447	80,000	2.18%
Lodge	15,450	2.81%	(1,978)	-0.41%	17,428	156,000	4.25%
Other	40,758	7.42%	21,891	4.52%	18,867	79,500	2.17%
	549,216	100.00%	483,868	100.00%	65,348	3,666,500	100.00%
Labor							
City Labor	268,804	48.94%	225,525	46.61%	43,280	1,265,230	34.51%
City Benefits	123,829	22.55%	114,895	23.75%	8,934	517,569	14.12%
Workforce/Temp Labor	3,375	0.61%	(1,857)	-0.38%	5,232	70,000	1.91%
	396,008	72.10%	338,562	69.97%	57,446	1,852,799	50.53%
Camp Store	8,161	1.49%	6,993	1.45%	1,168	50,750	1.38%
Camp Store Cost As % Camp Store Rev	62.99%		82.19%			63.44%	
Supplies	27,236	4.96%	10,055	2.08%	17,181	174,072	4.75%
Utilities	36,587	6.66%	32,538	6.72%	4,049	263,000	7.17%
Indirect Cost - Gen Fund	43,753	7.97%	37,366	7.72%	6,387	175,000	4.77%
Reimbursements	19,047	3.47%	19,695	4.07%	(648)	76,179	2.08%
Debt	750	0.14%	750	0.16%	-	330,500	9.01%
Operating Expense	89,550	16.30%	100,305	20.73%	(10,755)	525,679	14.34%
Total Operating Expenditures	621,093	113.09%	546,265	112.90%	74,828	3,447,980	94.04%
Operating Income / (Loss)	(71,877)	-13.09%	(62,397)	-12.90%	(9,479)	218,520	5.96%

Financial Report
December 2021 (Unaudited)



	FY22 ACTUAL		FY21 ACTUAL		\$ CHG	FY22 BUDGET	
Active Members	6,413		11,006		(4,593)	13,000	
MEMBERSHIPS	209,887	82.64%	60,540	98.85%	149,347	1,600,000	55.17%
LEAGUES / TOURNAMENTS	(400)	-0.16%	-	0.00%	(400)	250,000	8.62%
ACTIVITIES							
Camps	5,126	2.02%	-	0.00%	5,126	100,000	3.45%
Massage	-	0.00%	-	0.00%	-	50,000	1.72%
Swim	-	0.00%	(35)	-0.06%	35	75,000	2.59%
Recording Studio	-	0.00%	-	0.00%	-	80,000	2.76%
Art	30	0.01%	-	0.00%	30	25,000	0.86%
Fitness	5,774	2.27%	(860)	-1.40%	6,634	275,000	9.48%
	10,930	4.30%	(895)	-1.46%	11,825	605,000	20.86%
FOOD & BEVERAGE							
Food Service	-	0.00%	-	0.00%	-	20,000	0.69%
Alcohol	-	0.00%	-	0.00%	-	-	0.00%
Catering	-	0.00%	-	0.00%	-	5,000	0.17%
	-	0.00%	-	0.00%	-	25,000	0.86%
OTHER / MISC.							
Special Events	-	0.00%	-	0.00%	-	-	0.00%
Childcare	1,398	0.55%	(244)	-0.40%	1,642	30,000	1.03%
Vending	-	0.00%	716	1.17%	(716)	10,000	0.34%
Merchandise	378	0.15%	-	0.00%	378	25,000	0.86%
Theater	1,377	0.54%	925	1.51%	452	100,000	3.45%
Rentals	24,615	9.69%	200	0.33%	24,415	160,000	5.52%
Sponsorships	-	0.00%	-	0.00%	-	75,000	2.59%
Youth Programs	5,787	2.28%	-	0.00%	5,787	20,000	0.69%
Transfers - Gen Fund	-	0.00%	-	0.00%	-	-	0.00%
	33,555	13.21%	1,597	2.61%	31,958	420,000	14.48%
TOTAL REVENUE	253,972	100.00%	61,242	100.00%	192,730	2,900,000	100.00%

Financial Report
December 2021 (Unaudited)



	FY22 ACTUAL		FY21 ACTUAL		\$ CHG	FY22 BUDGET	
LABOR							
City Labor	320,470	126.18%	240,346	392.45%	80,124	1,972,533	68.02%
City Benefits	115,394	45.44%	98,723	161.20%	16,671	514,358	17.74%
	435,864	171.62%	339,069	553.65%	96,795	2,486,891	85.75%
COST METRICS							
Activities	6,859	62.75%	379	-42.35%	6,480	338,500	55.95%
Leagues/Tournaments	-	0.00%	-	0.00%	-	162,500	65.00%
Massage	-	0.00%	35	0.00%	(35)	40,000	80.00%
Resale	-	0.00%	-	0.00%	-	17,500	70.00%
Youth Programs	3,619	62.54%	-	0.00%	3,619	17,000	85.00%
Theater	400	29.05%	200	21.62%	200	30,000	30.00%
Food & Beverage	-	0.00%	-	0.00%	-	-	0.00%
	10,878	4.28%	614	1.00%	10,264	605,500	20.88%
EXPENDITURES							
Supplies	20,717	8.16%	4,251	6.94%	16,466	135,000	4.66%
Utilities	62,576	24.64%	50,015	81.67%	12,561	470,000	16.21%
Promotion	1,034	0.41%	9,061	14.80%	(8,027)	100,000	3.45%
Maintenance	52,188	20.55%	26,432	43.16%	25,756	130,125	4.49%
Contingency	-	0.00%	-	0.00%	-	48,875	1.69%
Operating Expense	61,497	24.21%	52,029	84.96%	9,468	281,609	9.71%
Reimbursements	2,202	0.87%	5,734	9.36%	(3,532)	8,817	0.30%
	200,214	78.83%	147,522	240.88%	52,692	1,174,426	40.50%
General Fund Reimbursement - Facilities	(18,750)		(18,750)		-	(75,000)	
**TOTAL EXPENDITURES	628,206	247.35%	468,455	764.92%	159,751	4,191,817	144.55%
OPERATING INCOME / (LOSS)	(374,234)	-147.35%	(407,213)	-664.92%	32,979	(1,291,817)	-44.55%
Cost Recovery	40.43%		13.07%			69.18%	
Subsidy	59.57%		86.93%			30.82%	

** Includes One Time

Financial Report
December 2021 (Unaudited)



		FY 22		FY 21		Chg	FY 22		Actual to
		ACTUAL		ACTUAL			BUDGET		Budget
VISITATION STAT	Guests	35,008		19,426		15,582	343,494		
	Revenue/Visit Metric	38.58		35.74		2.84	33.87		
REVENUE BY DEPARTMENT									
	Waterpark Revenue	788,106	58.35%	424,642	61.16%	363,464	7,877,745	67.72%	10.00%
	Food & Beverage Revenue + EPIC Eats	391,577	28.99%	176,974	25.49%	214,603	2,706,011	23.26%	14.47%
	Retail & Misc Revenue (Includes Other)	89,740	6.64%	46,602	6.71%	43,138	568,463	4.89%	15.79%
	Arcade Revenue	81,290	6.02%	46,059	6.63%	35,231	481,443	4.14%	16.88%
	Total Department Revenue	1,350,713	100.00%	694,277	100.00%	656,436	11,633,662	100.00%	11.61%
	Total Department Expenses	859,507	63.63%	581,080	83.70%	278,427	4,813,094	41.37%	17.86%
	Department Income	491,206	36.37%	113,197	16.30%	378,009	6,820,568	58.63%	7.20%
Undistributed Operating Expenses									
	Sales & Marketing	315,631	23.37%	162,324	23.38%	153,307	1,707,515	14.68%	18.48%
	Administration & General	236,424	17.50%	249,322	35.91%	(12,898)	1,231,096	10.58%	19.20%
	Maintenance	229,745	17.01%	126,230	18.18%	103,515	693,651	5.96%	33.12%
	Utilities	134,746	9.98%	99,301	14.30%	35,445	543,026	4.67%	24.81%
	Total Undistributed Operati	916,546	67.86%	637,177	91.78%	279,369	4,175,288	35.89%	21.95%
Gross Operating Profit		-425,340	-31.49%	-523,980	-75.47%	98,640	2,645,280	22.74%	
Fixed Cost / Insurance									
	One Time FF&E	50,242	3.72%	0	0.00%	50,242	200,000	1.72%	25.12%
	Management Fees	53,836	3.99%	27,888	4.02%	25,948	465,346	4.00%	11.57%
	Insurance & Other	110,845	8.21%	51,045	7.35%	59,800	349,300	3.00%	31.73%
	Total Fixed Cost / Insurati	214,923	12.19%	78,933	11.37%	135,990	1,014,646	8.72%	21.18%
19	NET INCOME	-640,263	-47.40%	-602,913	-86.84%	(37,350)	1,630,634	14.02%	

Financial Report

December 2021 (Unaudited)



	FY22 YTD		FY21 YTD		\$ CHANGE	FY22 BUDGET	
Active Members	1,906		665		1,241	4,000	
Active Silver Sneaker Members	948		427		521	750	
Active Renew Active Members	1,115		609		506	850	
	3,969		1,701		2,268	5,600	
MEMBERSHIPS	73,666	53.36%	2,303	22.92%	71,363	445,000	42.58%
Silver Sneakers	8,470	6.13%	4,795	47.71%	3,675	70,000	6.70%
Renew Active	18,320	13.27%	916	9.11%	17,404	85,000	8.13%
Total Memberships	100,456	72.76%	8,014	79.74%	92,442	600,000	57.42%
ACTIVITIES							
Fitness	5,580	4.04%	(2,290)	-22.79%	7,870	90,000	8.61%
Massage	4,586	3.32%	-	0.00%	4,586	40,000	3.83%
Aquatics	1,520	1.10%	-	0.00%	1,520	24,000	2.30%
Classes	5,451	3.95%	-	0.00%	5,451	18,000	1.72%
Dances	-	0.00%	-	0.00%	-	2,000	0.19%
Travel	539	0.39%	666	6.63%	(127)	50,000	4.78%
	17,676	12.80%	(1,624)	-16.16%	19,300	224,000	21.44%
FOOD & BEVERAGE							
In House Food Service	8,081	5.85%	-	0.00%	8,081	80,000	7.66%
Alcohol	1,629	1.18%	-	0.00%	1,629	13,000	1.24%
External Catering	3,036	2.20%	-	0.00%	3,036	20,000	1.91%
	12,746	9.23%	-	0.00%	12,746	113,000	10.81%
OTHER / MISC.							
Special Events/Theater	2,000	1.45%	2,000	19.90%	-	9,000	0.86%
Rentals & Attendant Fees	4,840	3.51%	1,660	16.52%	3,180	50,000	4.78%
Vending	-	0.00%	-	0.00%	-	3,000	0.29%
Merchandise	348	0.25%	-	0.00%	348	4,000	0.38%
Other Contributions	-	0.00%	-	0.00%	-	42,000	4.02%
	7,189	5.21%	3,660	36.42%	3,529	108,000	10.33%
TOTAL REVENUE	138,067	100.00%	10,050	100.00%	128,016	1,045,000	100.00%

Financial Report
December 2021 (Unaudited)



	FY22 YTD		FY21 YTD		\$ CHANGE	FY22 BUDGET		
LABOR								
City Labor	252,512	182.89%	139,038	1383.44%	113,474	965,391	92.38%	
City Benefits	88,773	64.30%	77,848	774.59%	10,925	341,849	32.71%	
Workforce / Recreation Leaders	7,711	5.58%	-	0.00%	7,711	90,250	8.64%	
	348,996	252.77%	216,886	2158.03%	132,110	1,397,490	133.73%	
COST OF GOODS								
Merchandise	-	0.00%	-	0.00%	-	2,250	56.25%	
In House Food Service	5,797	71.73%	58	0.00%	5,739	61,750	77.19%	
Alcohol Sales	1,038	63.74%	750	0.00%	288	7,642	58.78%	
External Catering	3,172	104.48%	-	0.00%	3,172	19,000	95.00%	
	10,007	7.25%	808	0.00%	9,200	90,642	8.67%	
EXPENDITURES								
Supplies	13,477	9.76%	5,008	49.83%	8,469	86,696	8.30%	
Utilities	12,968	9.39%	10,925	108.70%	2,043	248,000	23.73%	
Travel	-	0.00%	(1,005)	-150.90%	1,005	40,000	80.00%	
Special Events/Theater	57	10.64%	1,685	253.00%	(1,628)	12,582	24.20%	
Promotion	2,480	1.80%	-	0.00%	2,480	28,200	2.70%	
Maintenance	20,135	14.58%	38,767	385.73%	(18,632)	147,802	14.14%	
Janitorial	-	0.00%	-	0.00%	-	-	0.00%	
Masasage Therapy	3,338	2.42%	-	0.00%	3,338	24,000	2.30%	
Contingency	-	0.00%	-	0.00%	-	-	0.00%	
Operating Expense	12,676	9.18%	10,810	107.56%	1,866	94,204	9.01%	
Reimbursements	2,503	1.81%	2,500	24.88%	3	10,000	0.96%	
	67,634	48.99%	68,690	683.47%	(1,056)	691,484	66.17%	
TOTAL EXPENDITURES	426,637	309.01%	286,384	2849.54%	140,253	2,179,616	208.58%	
OPERATING INCOME / (LOSS)	(288,571)	-209.01%	(276,334)	-2749.54%	(12,237)	(1,134,616)	-108.58%	

Financial Report

December 2021 (Unaudited)



	FY22 ACTUAL		FY21 ACTUAL		\$ Chg	FY22 BUDGET		
Revenues								
In House Catering	1,618	0.46%	1,613	1.26%	5	125,000	9.29%	
Outside Catering	154,065	43.40%	47,799	37.47%	106,266	525,000	39.03%	
Service Charge	50,063	14.10%	14,774	11.58%	35,289	230,000	17.10%	
Alcohol	47,528	13.39%	13,531	10.61%	33,997	85,000	6.32%	
Equipment Rental	23,994	6.76%	6,868	5.38%	17,126	50,000	3.72%	
Room Rental	77,701	21.89%	42,970	33.69%	34,731	325,000	24.16%	
Other	-	0.00%	-	0.00%	-	5,000	0.37%	
	354,969	100.00%	127,556	100.00%	227,413	1,345,000	100.00%	
Labor								
City Labor	69,686	19.63%	55,657	43.63%	14,029	352,460	26.21%	
City Benefits	29,030	8.18%	25,710	20.16%	3,320	124,990	9.29%	
Workforce/Temp Labor	22,987	6.48%	4,202	3.29%	18,785	73,000	5.43%	
	121,703	34.29%	85,569	67.08%	36,134	550,450	40.93%	
Cost Of Goods								
Food	348	21.52%	(221)	-13.68%	569	56,250	45.00%	
Alcohol	17,590	37.01%	7,468	55.19%	10,122	36,508	42.95%	
	17,938	5.05%	7,247	47.85%	10,691	92,758	6.90%	
Catering Cost	127,994	36.06%	41,376	86.56%	86,617	404,500	30.07%	
<i>Cater Cost As % Catering Rev</i>	<i>83.08%</i>					<i>77.05%</i>		
Supplies	1,809	0.51%	404	0.32%	1,405	9,800	0.73%	
Utilities	11,903	3.35%	11,271	8.84%	631	84,520	6.28%	
Promotion	14,970	4.22%	15,426	12.09%	(456)	25,000	1.86%	
Operating Expense	41,272	11.63%	30,840	24.18%	10,431	230,505	17.14%	
Total All Expenditures	337,588	95.10%	192,135	150.63%	145,454	1,397,533	103.91%	
Operating Income / (Loss)	17,381	4.90%	(64,579)	-50.63%	81,959	(52,533)	-3.91%	

Financial Report

December 2021 (Unaudited)



	YEAR TO DATE		FY21 ACTUAL		\$ Chg	FY22 BUDGET	
	FY22 ACTUAL						
Revenues							
Tickets	39,582	53.22%	8,432	19.30%	31,150	65,000	26.37%
Rentals	17,513	23.55%	16,450	37.66%	1,063	65,000	26.37%
Concessions	-	0.00%	87	0.20%	(87)	20,000	8.11%
Alcohol	-	0.00%	2,669	6.11%	(2,669)	26,000	10.55%
Catering	-	0.00%	-	0.00%	-	-	0.00%
Arts Council Rent (HM)	15,628	21.01%	15,625	35.77%	3	62,500	25.35%
City Advertising Contribution (HM)	-	0.00%	-	0.00%	-	-	0.00%
Restoration Fees	1,648	2.22%	423	0.97%	1,225	8,000	3.25%
Sponsorships / Contributions	-	0.00%	-	0.00%	-	-	0.00%
	74,371	100.00%	43,686	100.00%	30,685	246,500	100.00%
Labor							
City Labor	28,282	38.03%	17,076	39.09%	11,205	107,742	43.71%
City Benefits	11,680	15.70%	8,727	19.98%	2,953	45,759	18.56%
Workforce/Temp Labor	-	0.00%	3,300	7.55%	(3,300)	40,000	16.23%
	39,961	53.73%	29,103	66.62%	10,858	193,501	78.50%
Cost Of Goods							
Food	-	0.00%	25	28.51%	(25)	11,000	55.00%
Alcohol	-	0.00%	1,070	40.07%	(1,070)	12,711	48.89%
	-	0.00%	1,094	39.71%	(1,094)	23,711	51.55%
Supplies	1,367	1.84%	1,262	2.89%	105	6,950	2.82%
Utilities	3,050	4.10%	3,150	7.21%	(99)	23,666	9.60%
Promotion	-	0.00%	-	0.00%	-	23,500	9.53%
Shows	16,149	21.71%	24,397	55.85%	(8,248)	60,000	24.34%
Operating Expense	52,610	70.74%	26,206	59.99%	26,404	149,664	60.72%
Total Operating Expenditures	113,137	152.13%	85,211	195.05%	27,926	480,992	195.13%
Operating Income / (Loss)	(38,767)	-52.13%	(41,525)	-95.05%	2,759	(234,492)	-95.13%

Financial Analytic - *DRAFT/PRELIM*



Fiscal Year	FY20	FY21	FY22	Year Over
Calendar Year	2019	2020	2021	Year Change
<u>REVENUES</u>				
Gate	\$ 1,378,340	\$ 1,435,221	\$ 1,727,385	\$ 292,164
Gift Shop	\$ 40,939	\$ -	\$ -	\$ -
Santa Pictures	\$ 15,149	\$ -	\$ 19,379	\$ 19,379
Concessions	\$ 55,077	\$ 41,658	\$ 92,692	\$ 51,034
Carnival	\$ 14,305	\$ -	\$ 40,439	\$ 40,439
Sponsorships	\$ 34,090	\$ 35,000	\$ 10,000	\$ (25,000)
	\$ 1,537,900	\$ 1,511,879	\$ 1,889,895	\$ 378,016
<u>STATS</u>				
		<i>Covid no tent</i>	<i>No show/gift shop</i>	
Total Vehicles	28,887	42,445	36,880	(5,565)
Fast Pass Vehicles	1,188	2,878	1,987	(891)
Fast Pass UpCharge	\$ 97,047	\$ 198,708	\$ 179,144	(19,564)
				-
Event Days	34	36	37	1
Avg Revenue/Day	\$ 45,232	\$ 41,997	\$ 51,078	\$ 9,082
Avg Vehicle/Day	850	1,179	997	\$ (182)
Vehicle Admission	45.00	30.00	40.00	



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: March 1, 2022

REQUESTER: Sheryl Osborn

PRESENTER: Chairperson, Jeff Copeland

TITLE: Minutes from the Finance and Government Committee Meeting
February 1, 2022

RECOMMENDED ACTION: Approve



CITY OF GRAND PRAIRIE
FINANCE AND GOVERNMENT COMMITTEE
CITY HALL - COUNCIL CHAMBERS, 300 W. MAIN STREET
TUESDAY, FEBRUARY 01, 2022 AT 2:30 PM

MINUTES

CALL TO ORDER

City Councilperson Cole Humphreys called to order the City of Grand Prairie Finance and Government Committee meeting at 2:30 p.m. on Tuesday, February 1, 2022 in the City Hall, Council Chambers, 300 West Main Street, Grand Prairie, Texas.

MEMBERS PRESENT

City Councilperson Cole Humphreys
 City Councilperson Kurt Johnson

MEMBERS ABSENT

Chairperson Jeff Copeland

GUESTS IN ATTENDANCE

No guests were recognized as being in attendance.

STAFF PRESENTATIONS

1. Employee Insurance Fund Quarterly Update
 Human Resources Director, Lisa Norris, presented the Employee Insurance Fund Quarterly Report. She stated that revenues are trending on track with projections, and she noted anomalies, such as higher claims in December. Ms. Norris explained the projection process and trends. Discussions took place about the requirements for fund balances and which funds are 100% employee funded.
2. Quarterly Investment Report
 Treasury and Debt Manager, Brady Olsen, presented information on the Quarterly Investment Report. He reviewed the investment portfolio and noted adjustments that were made in anticipation of higher interest rates. Mr. Olsen also discussed pooled investments. Deputy City Manager, Ms. Cheryl De Leon, noted that Mr. Olsen does an outstanding job overseeing the City's investments.
3. Facility Construction Process Overview Presentation
The Facility Construction Process Overview Presentation was postponed until the end of the meeting. Director of Municipal Facilities Design and Construction, Andy Henning, presented information for Item 3. Mr. Henning outlined the process, including a detailed slide show presentation. Mr. Henning also offered a break down on how contingencies are spent. A discussion took place about adjusting terminology to more accurately describe contract change orders to lay persons (e.g., contract amendment).

CONSENT AGENDA

4. Minutes from the Finance and Government Committee Meeting January 4, 2022

Councilperson Cole Humphreys presented for approval the Minutes from the January 4, 2022, Finance and Government Committee meeting.

Councilperson Kurt Johnson moved to approve the Finance and Government Committee January 4, 2022 minutes, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Chairperson Jeff Copeland

ITEMS FOR INDIVIDUAL CONSIDERATION

5. Discussion and consideration of all matters incident and related to the issuance and sale of “City of Grand Prairie, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022”, including the adoption of an ordinance authorizing the issuance of such certificates which certificates are expected to be issued in a principal amount of not to exceed \$26,000,000

Mr. Brady Olsen presented information for Item 5. He reviewed the Council’s authorization in December of the intent to issue debt to fund the Annual Capital Improvement Projects (CIP). Mr. Olsen stated the City is ready to authorize the debt. He also noted that it is within the current tax rate to absorb the new debt. Mr. Olsen additionally stated that a full recap of the investment activity will be presented in the next two months.

Councilperson Kurt Johnson moved to approve Item 5, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

6. Professional services contract with Dunaway Associates, L.L.C. in the amount of \$172,400 and approve a 5% contingency of \$8,620, total cost of \$181,020 for Phase I Construction Documentation and Construction Administration services for Turner Park

Parks, Arts, and Recreation Director, Duane Strawn, presented information for item 6. Mr. Strawn provided an update from the budget retreat regarding the master plan for Turner Park. The master plan will be executed in phases, and he outlined what projects will be completed in each phase. A discussion took place about the scope of the project and the steps involved. Additional discussion took place about diversifying the vendor selections.

Councilperson Kurt Johnson moved to approve Item 6, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

7. Change Order/Amendment No. 4 with Hill & Wilkinson General Contractors in the amount of

\$116,915.86 for final project closeout change orders regarding Phase 3 Construction of the CityHall Municipal Campus

Mr. Andy Henning presented information for Item 7. He noted that Item 7 is the last change order request for the project. Mr. Henning explained that if contingency funds are not used, they can be used to fund items in the project that were removed from the scope in order to end the project on time and on budget. The final expenditures will be \$66,000 less than projected.

Councilperson Kurt Johnson moved to approve Item 7, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

8. Ordinance amending the FY 2021/2022 Capital Improvement Projects Budget; and a Professional Engineering Contract with Gresham Smith for Wastewater Master Plan Update in the amount of \$1,421,004 plus 5% of contingency of \$71,050 for a total of \$1,492,054

Director of Engineering and Public Works, Gabe Johnson, presented information for Item 8 and Item 9. Mr. Johnson stated that both Items 8 and 9 are master plans. Item 8 is the Wastewater Master Plan, and Item 9 is the Water Master Plan. The master plans are required by TCEQ and are done every five years. One of the components in the master plans include impact fee updates. Mr. Johnson briefly discussed the breakdown of the impact fees, and how impact fees vary in different areas of the City (e.g., north, south).

Mr. Johnson noted that the \$1,492,054 in Item 8 total is two projects rolled into one, and he discussed the dollar value for each of the two projects.

Councilperson Kurt Johnson moved to approve Item 8, as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

9. Ordinance amending the FY 2021/2022 Capital Improvements Projects Budget; Professional Engineering Contract with Freese & Nichols, Inc. in the amount of \$720,000, plus a 5% contingency of \$36,000 for a total of \$756,000 for a Water Master Plan update and Water/Wastewater Impact Fee update

See Item 8 for additional discussion for Item 9.

Mr. Gabe Johnson stated that there are three primary components to Item 9: the master plan, the impact fee updates, and TCEQ mandates. He also discussed the approximate cost for each component.

Councilperson Kurt Johnson moved to approve Item 8 and Item 9, as presented.

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

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

10. Ordinance amending the FY2021/2022 Capital Improvement Projects Budget; Change Order No. 1 to the Design/Building Contract with Outside the Lines (OTL) in the amount of \$250,000 for material escalation costs associated with the interactive water, light and video projection entertainment attraction for EpicCentral

Mr. Andy Henning presented information for Item 10. He stated that the timing of when the project started was ahead of the supply chain issues, and that none of the \$3,000,000 contingency funds had been used. He did note that the water and light show contracted with OTL had been impacted by the supply chain issues. After considering a scaled down version, the conclusion was drawn that the original, full design is recommended. A discussion took place regarding use of the contingency funds.

Councilperson Kurt Johnson moved to approve Item 10 as presented. Councilperson Cole Humphreys seconded the motion. The motion passed 2-0.

Ayes: Humphreys, Johnson

Nays: None

Absent: Copeland

11. Ordinance amending Chapter 29, “Code Compliance”, of the to the Code of Ordinances of the City of Grand Prairie, Texas, to Provide for an Administrative Adjudication Process for Certain Violations; Providing a Penalty Clause, A Savings Clause, and a Severability Clause; and providing an effective date upon passage and publication

See Item 12 for Item 11 discussion and vote.

12. Ordinance amending the FY 2022 Red Light Safety Fund in the amount of \$33,150 for a portion of the first-year costs of a price agreement for CodeCite and CityCite Code Compliance violation issuance platforms; Price Agreement for CodeCite and CityCite Code Compliance violation issuance platforms from T2 Systems, Inc., through a national cooperative agreement with Sourcewell for a cost of 16% from gross revenues collected by the City, one time equipment cost of \$33,150, and a flat annual fee of \$14,280 (total estimated first year cost of \$98,150). This agreement will be for one year with the option to renew for two additional one-year periods, at an estimated renewal cost of \$65,000 each, totaling \$195,000 if all extensions are exercised; Authorize the City Manager to execute the renewal options under the same terms, so long as sufficient funding is appropriated by the City Council to satisfy the City’s obligation during the renewal terms

Police Operations Support Bureau Assistant Director, Ryan Simpson, presented information for Item 11 and 12. Mr. Simpson referred to a previous presentation to City Council.

Mr. Simpson stated that currently, all violations issued by Code Enforcement are classified as criminal violations. Item 11 would allow the flexibility to move some of the violations to a civil or administrative process. Police Chief, Daniel Scesney, additionally explained that that code violations, such as high grass, issued as civil violations instead of criminal violations could reduce staff time substantially, allowing Code Enforcement Officers to be in the field more often.

Mr. Simpson explained that Item 12 is regarding approval of an agreement with a vendor to facilitate the process. He also discussed fines, escalation as needed, and eventual penalties, including placing liens on properties and Justice of the Peace (JP) Court.

Councilperson Kurt Johnson moved to approve Items 11 and 12 as presented. Councilperson

Cole Humphreys seconded the motion. The motion passed 2-0.
Ayes: Humphreys, Johnson
Nays: None
Absent: Copeland

A discussion took place about hiring consultants and contractors instead of utilizing staffing resources. Ms. Cheryl De Leon explained the benefits of using expert contractors and vendors.

EXECUTIVE SESSION

No Executive Session was held.

- (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.”

CITIZEN COMMENTS

No citizen comments were made.

ADJOURNMENT

There being no further business, the Finance and Government Committee meeting adjourned at 4:21 PM.

Chairperson, Jeff Copeland
Finance and Government Committee

Date



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/01/2022

REQUESTER: Steve Plumer, Sr. Park Project Manager

PRESENTER: Duane Strawn, Director, Parks, Arts and Recreation

TITLE: Construction Manager at Risk (CMAR) contract with Modern Contractors, Inc. for pre-construction management services for the Lynn Creek Event Pavilion in the amount of \$1,000 and approve a construction service fee of 3.0% to be applied at a later time to the actual approved construction costs for the work

RECOMMENDED ACTION: Approve

ANALYSIS:

On November 16, 2021, the City Council approved an architectural design contract with Magee Architects, L.P. for professional design services including evaluating existing conditions, coordinating site engineering, architectural design, bidding and negotiations, construction administration and project close-out in the amount \$212,760 with a 5% design contingency in the amount of \$10,638 for a total of \$223,398.

Based on the work completed by Magee Architects, L.P. to-date, design plans now require a cost estimation and a constructability review. As a result, an RFP #22012 solicitation was advertised by the City in accordance with State law and respondents were required to submit their proposals no later than November 4, 2021. Four (4) Construction Managers responded to the RFP. All proposals were reviewed, and it was determined that Modern Contractors, Inc. met all requirements based on the cumulative scoring criteria. Modern Contractors, Inc. is being recommended for the Pre-Construction CMAR contract award for Lynn Creek Event Pavilion.

The Construction Manager at Risk pre-construction services involves development of conceptual project estimates, preliminary construction schedule, value engineering considerations and constructability review during the Design Phase.

Pending determination of a final construction cost, a subsequent contract award shall be comprised of Modern Contractors, Inc. field and office staff (\$100,000), general conditions (\$101,000) and approximate construction services fee based on a 3.0% fee applied to the construction cost. A guaranteed maximum price (GMP) will ultimately be confirmed and brought before City Council for final overall project cost award and approval.

Should City Council approve Modern Contractors, Inc. for CMAR contract award as recommended,

City staff will begin working with Modern Contractors, Inc., and the architect on finalizing design and begin the process of obtaining CMAR bids from subcontractors. Once available, the final GMP will then be presented to City Council for consideration and approval as an amendment to the initial contract.

FINANCIAL CONSIDERATION:

Funding for Lynn Creek Event Pavilion project is available in Grant Fund ARPA (300594), WO#68122015 (Lynn Creek Parkway).

CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY


Fund/Activity Account: 300594 - 68122015
 Project Title: Lynn Creek Parkway
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
Eng/Design (68450)	\$223,398	\$0		\$0	\$223,398
Construction (68540)	\$176,602	\$176,602		\$176,602	\$176,602
TOTAL	\$400,000	\$176,602	\$0	\$176,602	\$400,000


CMAR LYNN CREEK PARK PAVILION

RFB #22012

TABULATION

		AUI Partners FTW	Modem Contractors Bedford	Pete Durant FTW	Phillips May Dallas
Item	Description	PRICE	PRICE	PRICE	PRICE
	Pre-Construction Fee:	\$ 3,500.00	\$ 1,000.00	\$ 3,000.00	\$ 10,000.00
	Construction Fee				
	A. Percentage:	2.00%	3.00%	4.5%	30.0%
	B. Dollar Amount (included as part of GMP):	\$ 48,000.00	\$ 72,000.00	\$ 103,500.00	\$ 72,000.00
	Field & Office Staff (Line 12):	\$ 112,575.00	\$ 100,000.00	\$ 130,000.00	\$ 174,000.00
	General Conditions (Line 52):	\$ 87,030.00	\$ 101,000.00	\$ 82,000.00	\$ 123,750.00
	Total Cost (Pre-Construction (Line 1) + Construction (Line 2B) + Field & Office Staff (Line 3) + General Conditions (Line 4))	\$ 251,105.00	\$ 274,000.00	\$ 318,500.00	\$ 379,750.00

SCORECARD

		Evaluation Score Card			
Lynn Creek Park Pavilion RFB # 22012		AUI Partners	Modem Contractors	Pete Durant	Phillips May
		FTW	Bedford	FTW	Dallas
Evaluation Criteria	Maximum Score	Score	Score	Score	Score
Price	14.00	14.00	12.83	11.04	9.26
Experience (size)	16.00	15.47	14.93	16.00	14.93
Schedule	16.00	0.80	9.60	5.33	16.00
Procedures	16.00	12.80	14.08	14.08	16.00
Experience (contract)	14.00	6.30	13.53	13.53	11.67
Best Overall value	10.00	6.00	9.00	8.53	4.00
Interview	14.00	0.00	0.00	0.00	0.00
Total	62.00	55.37	73.98	68.52	71.86



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/01/2022

REQUESTER: Steve Plumer, Sr. Parks Project Manager

PRESENTER: Duane Strawn, Director, Parks, Arts and Recreation

TITLE: Construction Manager at Risk (CMAR) contract with Dean Electric, Inc. dba Dean Construction for pre-construction management services for Turner Park Improvements Phase 1 in the amount of zero \$0 and approve a construction service fee of 3.5% to be applied at a later time to the actual approved construction costs for the work

RECOMMENDED ACTION: Approve

ANALYSIS:

On February 15, 2022, the City Council approved an architectural design contract with Dunaway Associates LP for professional design services including Phase I plan development, site engineering, bidding and negotiations, construction administration and project close-out in the amount \$172,400 with a 5% design contingency in the amount of \$8,620 for a total of \$181,020.

Based on the work completed by Dunaway Associates LP, Phase I design plans now require a cost estimation and a constructability review. As a result, an RFP #22064 solicitation was advertised by the City in accordance with State law and respondents were required to submit their proposals within the specified timeframe. Four (4) Construction Managers responded to the RFP. All proposals were reviewed, and it was determined that Dean Construction met all requirements based on the cumulative scoring criteria, Dean Construction is being recommended for the Phase I Pre-Construction CMAR contract award for Turner Park Improvements Phase I.

The Construction Manager at Risk pre-construction services involves development of conceptual project estimates, preliminary construction schedule, value engineering considerations and constructability review during the Design Phase.

Pending determination of a final construction costs, a subsequent contract award shall be comprised of Dean Construction field and office staff (\$40,000), general conditions (\$56,000) and approximate construction services based on a 3.5% fee applied to the construction cost. A guaranteed maximum price (GMP) will ultimately be confirmed and brought before City Council for final overall project cost award and approval.

Should City Council approve Dean Construction for CMAR contract award as recommended, City staff will begin working with Dean Construction and the architect on finalizing design and begin the process of obtaining CMAR bids from subcontractors. Once available, the final GMP will then be presented to

City Council for consideration and approval as an amendment to the initial contract.


FINANCIAL CONSIDERATION:

Funding for Turner Park Improvements Phase I project is available in Grant Fund – ARPA (300594),
WO #68122013 (Turner Park Improvements Phase I)


CMAR for TURNER PARK PHASE I

RFB #22064

TABULATION

		AUI	Azul Valley Construction	Dean Construction	Pete Durant
		FTW	Mansfield	Cedar Hill	FTW
Item	Description	PRICE	PRICE	PRICE	PRICE
	Pre-Construction Fee:	\$ 3,000.00	\$ 74,562.00	\$ -	\$ 5,000.00
	Construction Fee				
	A. Percentage:	2.25%	7.50%	3.5%	7.0%
	B. Dollar Amount (included as part of GMP):	\$ 30,375.00	\$ 90,000.00	\$ 42,000.00	\$ 84,000.00
	Field & Office Staff (Line 12):	\$ 118,950.00	\$ 169,130.00	\$ 40,000.00	\$ 135,000.00
	General Conditions (Line 52):	\$ 69,670.00	\$ 163,790.00	\$ 58,000.00	\$ 74,900.00
	Total Cost (Pre-Construction (Line 1) + Construction (Line 2B) + Field & Office Staff (Line 3) + General Conditions (Line 4))	\$ 221,995.00	\$ 497,482.00	\$ 140,000.00	\$ 298,900.00

SCORECARD

		Evaluation Score Card				
		CMAR Turner Park Phase I	AUI	Azul Valley Construction	Dean Construction	Pete Durant
		RFB # 22064	FTW	Mansfield	Cedar Hill	FTW
Evaluation Criteria	Maximum Score	Score	Score	Score	Score	
Price	14.00	8.83	3.94	14.00	6.56	
Experience (size)	16.00	14.00	7.20	16.00	11.20	
Schedule	16.00	0.00	0.00	0.00	0.00	
Procedures	16.00	16.00	11.20	14.80	11.20	
Experience (contract)	14.00	12.60	1.40	13.65	11.20	
Best Overall value	10.00	8.00	3.50	9.75	5.25	
Interview	14.00	0.00	0.00	0.00	0.00	
Total	100.00	59.43	27.24	68.20	45.41	

**CITY OF GRAND PRAIRIE
CAPITAL PROJECTS BUDGET SUMMARY**

Fund/Activity Account: 300594 68122013
 Project Title: Turner Park
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
Eng/Design (68450)	\$220,370	\$181,020		\$181,020	\$220,370
Construction (68540)	\$1,279,630	\$1,279,630		\$1,279,630	\$1,279,630
TOTAL	\$1,500,000	\$1,460,650	\$0	\$1,460,650	\$1,500,000



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 03/01/2022

REQUESTER: Noreen Housewright

PRESENTER: Gabe Johnson, Director of Engineering and Public Works

TITLE: Participation Agreement with 1301 Parker Rd, LLC for Right of Way Improvements in the total amount of \$131,014.75

RECOMMENDED ACTION: Approve

ANALYSIS:

Landowner 1301 Parker Rd, LLC has acquired 18.351 acres within the city limits of Grand Prairie. To accommodate Landowner's development of the property as a truck terminal, the City requires paving and drainage improvements to a part of Parker Road adjacent to the property. The City also requires that the relevant right of way be expanded to a width of approximately 60 feet which includes or will include the City acquisition of land adjacent to the existing relevant right of way. The Developer has asked the City to participate in 25% of the total project cost of \$524,059.00, which equates to a payment of \$131,014.75 from the City.

Subchapter C of Chapter 212 of the Texas Local Government Code allows a municipality to be exempted from said competitive bidding procedures in cases where said municipality desires to enter into a contract with a developer of a subdivision of land in said municipality, wherein the municipality agrees to participate in the cost of public improvement projects, not including a building, if a City's level of participation is limited to no more than 30% of the contract price.

FINANCIAL CONSIDERATION:

Funding will be provided from Storm Drainage Capital Projects Fund (401592) W.O. 02206203 (FY22 Developer Participation) for drainage and paving improvements and unobligated fund balance in Water and Wastewater Capital Projects Funds for the Water and Sewer Improvements.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Gabe Johnson

PRESENTER: Gabe Johnson, Director of Engineering and Public Works

TITLE: Developer Participation Agreement with Dechman Owner, LLC, for paving and drainage improvements on Dechman Drive in the not to exceed amount of \$755,860

RECOMMENDED ACTION: Approve

ANALYSIS:

Dechman Owner, LLC has requested a participation agreement for infrastructure improvements with the City of Grand Prairie on Dechman Drive. The total estimated Project Cost is \$1,079,800.

All of the infrastructure has been determined by the City to be attributable to paving and drainage improvements required to provide access with respect to the Developer's project and has been included in the Capital Improvements Plan by the City Council. The oversized infrastructure funded by the City will serve multiple properties and areas for future development.

Subchapter C of Chapter 212 of the Texas Local Government Code allows a municipality to be exempted from said competitive bidding procedures in cases where said municipality desires to enter into a contract with a developer of a subdivision or land in said municipality, wherein the municipality agrees to participate in the cost of public improvement projects, not including a building, if a City's level of participation is limited to no more than 30% of the contract price and 100% of the cost of oversizing.

If approved by Council, the City will agree to directly participate in the cost of the project in the following estimated percentage:

City Participation in 30% of total Project: \$323,940

City Participation in 100% of Oversizing: \$431,920

Any change orders and additional costs within the City's Participation Amount must be approved by both parties. Any change orders and additional costs over the City's Participation Amount will be the sole responsibility of the Developer. All public participation in the cost of the Public Improvements associated with the project is dedicated to the extension of the improvements as per the Capital Improvements Plan, to increase necessary capacity for existing and in anticipation of other future development in the area.

Further, the City's participation shall be based on funds appropriated for this project in the Streets Capital Projects Fund.

FINANCIAL CONSIDERATION:

Funding will be allocated from Street (400192) and Stormwater (401592) Capital Projects Funds.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Dwayne Tyner

PRESENTER: Gabe Johnson, Director of Engineering and Public Works

TITLE: Professional Contract with Pyles Whatley for appraisal and court testimony services for City Projects with the combined costs not to exceed \$40,000; the contract will be for one year with the option to renew for four additional one-year periods, not to exceed \$200,000 cumulatively if all extensions are exercised and authorize the Manager to execute the renewal options with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

RECOMMENDED ACTION: Approve

ANALYSIS:

Pyles Whatley Corporation provides professional appraisal and court testimony services for properties the City is acquiring for construction projects. They have an in-depth knowledge of road construction and engineering. Their work is very accurate and well-documented for court testimony for condemnation cases if needed.

Chapter 252, Section 22 of the Local Government Code allows for the exemption to competitive bidding when the expenditure is for Professional Services such as engineering or appraisal services. Pyles Whatley was selected as the most qualified professional due to their extensive experience and has represented the City in previous years with numerous projects benefiting the City.

FINANCIAL CONSIDERATION:

Funding for a Professional Contract with Pyles Whatley Corporation will be available from various Capital Improvement Projects or individual City departments on an as needed basis.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Caryn Riggs

PRESENTER: Caryn Riggs, CFO, Susan Sanders, Assistant Director of Finance and Jennifer Ripka, Partner, Weaver

TITLE: Review of DRAFT Comprehensive Annual Financial Report and associated audit services for Fiscal Year ending September 30, 2021

RECOMMENDED ACTION: Approval to advance to City Council

ANALYSIS:

In accordance with State Law, the City is required to prepare an annual financial that represents the financial position of the City at the end of each fiscal year's operation. In addition, the City charter requires an annual audit of the City's financial records to be performed by an independent auditor. Weaver, LLP has audited the City's financial statements and is presenting a draft report on March 1, 2022 to include fund level statements and an overview of the audit process and findings. Upon approval from this committee, the auditors will finalize the process and submit a final report to City Council on March 15, 2022.

FINANCIAL CONSIDERATION:

None



**CITY OF GRAND PRAIRIE
ORDINANCE**

MEETING DATE: 3/1/2022

REQUESTER: Caryl DeVries, P.E.

PRESENTER: Walter Shumac III, P.E., Director of Transportation Services

TITLE: Ordinance Amending the FY 2021/2022 Capital Improvement Projects Budget for \$19,800 for Compression Brake Signage

RECOMMENDED ACTION: Approve

ANALYSIS:

The City of Grand Prairie has received complaints from residents regarding noise generated by large trucks using “compression” or “engine” brakes (also commonly known as “Jake Brakes”) as a means of slowing their rate of travel.

A compression brake is an engine braking mechanism installed on some diesel engines. When activated, it opens exhaust valves in the cylinders after the compression cycle, releasing the compressed air trapped in the cylinders, and slowing the vehicle. The use of compression release engine brakes may cause a vehicle to make a loud chattering or “machine gun” exhaust noise, especially on vehicles having high flow mufflers or no mufflers at all. The noise can be quite loud and creates a nuisance that disrupts and/or diminishes the quality of life of surrounding residents.

Current City Code does not directly address the noise caused by the use of compression brakes. Our existing ordinances related to noise in Chapter 13 Health and Sanitation, Article XIII Noise Restrictions, apply to discharging vehicle exhaust through a muffler but do not reference the muffling of any noise from the vehicle. Thus, to better address citizen concerns and mitigate negative impacts from noise on Grand Prairie residents and visitors, staff recommends adoption of an ordinance to address this issue, which is being presented on a separate agenda item in the same council meeting.

Upon adoption, staff will post the appropriate signs on applicable City streets and work with the Texas Department of Transportation (TxDOT) to install within their jurisdiction. In staff’s initial contact with the Dallas and Fort Worth area offices, the TxDOT is in agreement to allow the installation of these signs at approved locations. Once the signs have been installed, Transportation staff will contact the police department and advise them of the locations of the signs to facilitate enforcement.

FINANCIAL CONSIDERATION:

Sign installations:

City Streets: 45 locations at \$200 = \$9,000

State 6 locations at \$500 = \$3,000

Mainlanes (State) 13 locations at \$600= \$7,800

Funding in the total requested amount of \$19,800.00 is available by approving an ordinance transferring and appropriating from the unobligated fund balance in the Street Capital Projects Fund (400192) to WO# 02214403 (Engine Brake Signage).

BODY

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2021/2022 CAPITAL IMPROVEMENT PROJECTS BUDGET BY TRANSFERRING AND APPROPRIATING \$19,800 FROM THE UNOBLIGATED FUND BALANCE IN THE STREET CAPITAL PROJECTS FUND (400192) WO #02214403 (ENGINE BRAKE SIGNAGE)

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

SECTION 1. THAT the FY 2021/2022 Capital Improvement Projects Budget be amended by transferring and appropriating \$19,800 from the unobligated fund balance in the Street Capital Projects Fund (400192) to WO 02214403 (Engine Brake Signage).

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON THIS THE 1st DAY OF MARCH 2022.

CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 400192 / 02214403
 Project Title: Engine Brake Signage
 Current Request: \$19,800.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
63115 Roadway Markings	\$0	\$0	\$19,800	\$19,800	\$19,800
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
TOTAL	\$0	\$0	\$19,800	\$19,800	\$19,800



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Caryn Riggs

PRESENTER: Caryn Riggs, Chief Financial Officer

TITLE: Ordinance amending the FY 2020-2021 Operating Budgets in the amount of \$1,489,193

RECOMMENDED ACTION: Approve

ANALYSIS:

As part of the year-end final review, operating budgets are analyzed to ensure expenditures are not over the approved appropriations. There are several funds that have exceeded the approved appropriation budget.

Cable Fund increase is due to the ongoing pandemic and adjustments needed for virtual meetings.

Employee Insurance Fund is due to an increase in claims cost for both current employees and retirees.

Pooled Investment Fund is due to an increase in bank service charges and new bank bags.

Red Light Safety Fund increase is due the purchase of additional LPR Cameras. This was a budgeted item in FY 2019-2020 that posted in FY 2020-2021.

FINANCIAL CONSIDERATION:

Funding for the increase is either available from fund balance or from increased revenues in each of the individual funds. The detailed information for the total increase of \$1,489,193 is provided in the ordinance.

BODY

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020-2021 OPERATING BUDGETS REFLECTED IN SECTION 1 BELOW:

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

SECTION 1. That the FY 2020-2021 Operating budget is hereby amended for the following funds:

Fund	Increase
Cable Operations Fund	\$9,220
Employee Insurance Fund	\$1,300,140
Pooled Investment Fund	\$177,171
Red Light Safety Fund	\$2,662

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, March 15, 2022.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Caryn Riggs

PRESENTER: Caryn Riggs, Chief Financial Officer

TITLE: Ordinance amending the FY 2021-2022 Capital Projects Budget to appropriate \$1,000,000 toward the purchase of Mobile Generators and amending the FY 2021-2022 Pooled Investment Fund Budgets to reverse \$1,000,000 of the appropriation previously appropriated through Ordinance #11128-2021

RECOMMENDED ACTION: Approve

ANALYSIS:

On December 14, 2021, City Council voted to approve the purchase of Mobile Generators. This vote included amending the Pooled Investment Fund and allocated \$1,221,501.38. This item is to allocate \$1,000,000 of the 2022 Certificates of Obligation sale to the mobile generators and return \$1,000,000 to the unallocated fund balance of the Pooled Investment Fund.

FINANCIAL CONSIDERATION:

N/A

BODY

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING ORDINANCE #11128-2021 TO AMEND THE FY 2021-2022 POOLED INVESTMENTS FUND BUDGET BY REVERSING \$1,000,000 OF THE APPROPRIATION FROM THE UNOBLIGATED FUND BALANCE OF THE POOLED INVESTMENT FUND AND AMENDING THE FY 2021-2022 CAPITAL PROJECTS BUDGET TO ALLOCATE \$1,000,000 OF THE 2022 CERTIFICATES OF OBLIGATION SALE TOWARD THE PURCHASE OF MOBILE GENERATORS.

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

SECTION 1. That the FY 2021-2022 Pooled Investments Fund Budget be amended by reversing \$1,000,000 of the appropriation made through Ordinance #11128-2021 from the unobligated fund balance.

SETCTION 2. That the FY 2021-2022 Capital Projects Budget is amended to allocate \$1,000,000 of the 2022 Certificates of Obligation Sale for the purchase of mobile generators.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, March 15, 2022.



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 03/01/2022

REQUESTER: Caryn Riggs

PRESENTER: Caryn Riggs, Chief Financial Officer

TITLE: Ordinance amending the FY 2021-2022 Operating Budgets for a net decrease of \$2,625,000

RECOMMENDED ACTION: Approve

ANALYSIS:

As part of the year-end final review, current year operating budgets are analyzed to ensure proper appropriations are approved. This involves reviewing prior year-end projections, as well as actual expenditures. There one year-end projection where the actual expense did not occur in FY 2020-21 but have or will occur in FY 2021-22.

Cricket Fund increase is due to the city's commitment to the stadium renovations.

Additionally, as part of an effort to consolidate the Funds in the Financial System, the six funds related to Solid Waste are being combined into one. These funds are consolidated on the annual financial report.

The Solid Waste Operating Fund budget will be increased, while the Solid Waste Post Closure Liability Fund, Solid Waste Equipment Acquisition Fund, Solid Waste Landfill Replacement Fund, Solid Waste Liner Reserve Fund, and the Solid Waste Capital Projects Fund will be decreased.

FINANCIAL CONSIDERATION:

Funding for the increase in the Cricket Fund is available from fund balance. The net decrease in the Solid Waste Fund is due to the consolidation of funds. The detailed information for the net decrease of \$2,625,000 is provided in the ordinance.

BODY

AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2021-2022 OPERATING BUDGETS REFLECTED IN SECTION 1 BELOW:

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

SECTION 1. That the FY 2021-2022 Operating budget is hereby amended for the following funds:

Fund	Revenue Increase (Decrease)	Expenditure Increase (Decrease)
Cricket Fund		\$1,300,000
Solid Waste Fund		\$2,343,977
Solid Waste Post Closure Liability Fund	(\$250,000)	
Solid Waste Equipment Acquisition Fund	(\$2,625,000)	(\$2,538,500)
Solid Waste Landfill Replacement Fund	(\$700,000)	(\$3,490,477)
Solid Waste Liner Reserve Fund	(\$250,000)	(\$240,000)
Solid Waste Capital Projects Fund	(\$100,000)	

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, March 15, 2022.