



**MINUTES**  
**CITY COUNCIL FINANCE AND GOVERNMENT COMMITTEE**  
**July 14, 2020**

The City of Grand Prairie Finance and Government Committee convened at 2:30 p.m. on Tuesday, July 14, 2020 via Zoom video conference in Grand Prairie, Texas. The following persons were in attendance:

**COMMITTEE MEMBERS PRESENT**

Jim Swafford, Chairman  
Greg Giessner  
Jorja Clemson

*Chairman Swafford called the meeting to order.*

**Staff Presentations**

**Item 1 – Internal Audit FY 3<sup>rd</sup> Quarter Report**

Ms. Cathy Patrick, Management Services Director, informed the committee of all completed reports, work in progress and miscellaneous projects. *Mr. Swafford asked if the audit team is reviewing tax rebates with Economic Development. Ms. Patrick said yes, we are reviewing those before the payment is made.*

**Item 2 – 2020 Plan of Capital Finance for Tax Notes**

Mr. Brady Olsen, Treasury & Debt Manager, advised the committee last year we did all of our big debt issuances along with the property tax in August and that was too much at the same time. The committee can expect \$2 million at next month's meeting and \$22 million next winter depending on how the CIP is passed. Mr. Andre Ayala, Director of Hilltop Securities gave a brief presentation. *Mr. Swafford questioned if Hilltop had done any similar issuances since the pandemic began. Mr. Ayala answered no, but longer terms have been successful. Mr. Swafford asked what kind of rates. Mr. Ayala said, it depends on the credit strength of the borrower. We should get under 2%. However, on a good day, it could be in the low ones and on a bad day maybe 1.5% or more. Mr. Giessner clarified if the city can pay this off in a year, then it is just an interim loan. Mr. Olsen replied we are trying to fund the CIP without making any long-term commitments since we are not sure what the next 2 years will look like.*

*Chairman Swafford gave an invitation for citizens to speak. Mr. Barron Fraker, I.T. Systems Administrator verified that no citizens were present for the video conference.*

## **Consent Agenda**

*Chairman Swafford asked the committee if they needed to remove any items from the consent agenda. Committee members Clemson and Giessner said they did not. Council member Clemson moved to approve Items 3 – Items 6 on consent and send them to City Council for review and approval. Council Member Giessner seconded. Motion carried 3 – 0.*

**Item 3** – Minutes of the June 2, 2020, Finance and Government Committee Meeting

**Item 4** – Minutes of the June 16, 2020, Finance and Government Committee Meeting

**Item 5** – Price Agreement for Lake Park Operations software from RMS North America in the amount of \$17,687 (\$4,571 one-time/implementation cost; \$13,116 Annual Maintenance) for one year with the option to renew for nine additional one year periods totaling \$135,731 if all extensions are exercised and authorize the City 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

**Item 6** – Professional design services contract with Komatsu Architecture in the amount of \$70,686 for programming, planning, design, documentation and construction administration services for all scope of work associated with renovations to the existing Water Utility Customer Service office space and previous City Manager office area located in City Hall West.

## **Items for Individual Consideration**

**Item 7** – Republic Services Rate Increase

*Chairman Swafford informed the committee that he met with Mr. Steve Dye, Deputy City Manager. Due to the fact that Republic failed to send the information for an analysis of the requested rate increase, Chairman Swafford recommended tabling this item until the Finance & Government Budget Workshop in August. Mr. Giessner moved to table this item until the Budget workshop. Ms. Clemson seconded. Motion carried 3-0.*

**Item 8** – Resolution ratifying and amending the Municipal Maintenance Agreement between the City of Grand Prairie and the State of Texas Department of Transportation, providing for the City to conduct all mowing and litter collection along TxDOT rights-of-way in Dallas County

**Item 9** – Resolution ratifying and amending the Municipal Maintenance Agreement between the City of Grand Prairie and the State of Texas Department of Transportation, providing for the City to conduct all mowing and litter collection along TxDOT rights-of-way in Tarrant County

Mr. Steve Dye, Deputy City Manager, advised the committee that he is very excited about this item. As part of the Clean Prairie Initiative that was started several years, we wanted to do a better job of mowing and litter collection on our interstate highways I30, I20 and 360. Kudos to Dr. Redfearn, Steve Collins, and Walter Shumac III for making this happen. The state department is going to reimburse us for monies paid and the city will hire contractors which will result in faster service. *Mr. Giessner thanked all involved because this topic has been frustrating, in particular the area of IH20 and Carrier Parkway with continual high grass and litter. Ms. Clemson clarified if this is one item or two. Mr. Dye replied two, one for Dallas County and one for Tarrant County. The reimbursements are slightly different, and the contractors will be the same for all of the highways. Mr. Swafford questioned if a similar agreement can be made with Union Pacific Railroad. Mr. Dye answered as a matter of fact, Andrew Fortune is working with them for better control over their right of ways. The committee thanked the team again! Ms. Clemson moved to approve Items 8 and 9 and send to City Council for review. Mr. Giessner seconded. Motion carried 3-0.*

**Item 10 – Agreement with the Home Depot for the Public Safety Building's outstanding drain line repairs, in the amount not to exceed \$146,400 through a national interlocal with U.S. Communities**

Mr. Ryan Simpson, Support Services Division Manager informed the committee this item is a contract with Home Depot to make some plumbing repairs to fix damage under the slab of the PBS garage area. *Mr. Giessner inquired if these are storm drains or sanitary sewers. Mr. Simpson replied both. Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

**Item 11 – Authorize the City Manager to accept a Routine Airport Maintenance Program (RAMP) Grant from Texas Department of Transportation - Aviation Division (TXDOT-Aviation) which provides matching funds of 50% of City expenditures for airport maintenance up to \$50,000**

Mr. Mark Divita, Airport Director, advised the committee this is our annual reimbursement grant from TXDOT Aviation. The committee had no questions. *Ms. Clemson moved to approve and send to City Council for review. Mr. Giessner seconded. Motion carried 3-0.*

**Item 12 – Ordinance amending the FY 2019/2020 Parks Capital Improvements Project Fund by \$301,716 for plan review and inspection of the Northwest Trail Connection Regional Veloweb grant (CentrePort Trail Phase II)**

Mr. Duane Strawn, Director of Parks, Arts, and Recreation informed the committee this is a joint project supported by the mayors of Grand Prairie, Fort Worth, Arlington, Dallas, and Irving. This project will provide a continuous trail from Dallas to Ft Worth. *Ms. Clemson questioned if this last section is the part that Crow Holdings is taking care of. Mr. Strawn answered no. That is part of the Veloweb, but not this portion. Mr. Giessner inquired how long the study will last before construction begins. Mr. Strawn replied the bidding should start at the end of 2021 and the project will be completed by 2023. Mr. Swafford asked Mr. Fraker if there were any speakers*

*with questions. Mr. Fraker said no sir. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

**Item 13 – Change Order/Amendment No. 7 for PlayGrand Adventures Phase 1 with Hill & Wilkinson., in the amount of \$81,557.35 for multiple items including irrigation power relocation, concrete, earthwork, landscape and irrigation additions and an allowance for haul off of spoils due to compliance with Oncor Electric easement requirements as related to the parking expansion**

Mr. Strawn advised the committee this change order is for construction items related to the new parking lot. Construction should begin on August 1<sup>st</sup> with a 90 days window and hopefully be done by November 1<sup>st</sup>. *Mr. Swafford inquired if there will be enough money left over after the change order to complete the project. Mr. Strawn replied yes sir. Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Ms. Clemson moved to approve and send to City Council for review and approval. Mr. Giessner seconded. Motion carried 3-0.*

**Item 14 – Ordinance amending the FY 2019/2020 Capital Improvements Projects Budget for Pavement Sidewalk Repairs in the amount of \$300,000**

Mr. Gabe Johnson, Public Works Director, informed the committee typically the city spends \$1 million dollars per year on sidewalks improvements. This \$300,000 will cover the project at Warrior Trail. *Mr. Swafford asked if this includes the sidewalk and fence on the northern side of Waterwood. Mr. Johnson said no, it is the part of the Summit and west on Warrior by PlayGrand and ties in at the intersection. The fence money is separate. Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

**Item 15 – Final Reconciliation Change Order/Amendment #6 with Excel 4 Construction, LLC in the negative amount of \$173,499.00 for the FY19 Water and Wastewater Improvements**

Mr. Johnson advised the committee this is a project closeout in the negative amount for FY19 water/wastewater improvements. The committee had no questions. *Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Ms. Clemson moved to approve and send to City Council for review. Mr. Giessner seconded. Motion carried 3-0.*

**Item 16 – Change Order/Amendment No. 15 in the net negative amount of \$154,839.02 with Tiseo Paving Company for Great Southwest Parkway Improvements**

Mr. Johnson informed the committee this is a project closeout in the negative amount with Tiseo Paving Company. The committee had no questions. *Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Mr. Giessner moved to approve and send to City Council for review and approval. Ms. Clemson seconded. Motion carried 3-0.*

**Item 17 – Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) in the amount of ~~\$6,878,130~~ for the initial phase of construction work**

associated with the EpicCentral (City Phase) project; 5% owner-controlled contingency in the amount of ~~\$343,907~~; budget allowance of \$500,000 for Oncor infrastructure and equipment; \$250,000 allowance for owner construction testing; \$225,000 allowance for Atmos infrastructure and equipment requirements; \$100,000 allowance for signage and site furnishings; \$75,000 allowance for security provisions; \$50,000 allowance for IT/data installation for a total funding request in the amount of ~~\$8,422,037~~

Mr. Andy Henning, Senior Building and Construction Projects Manager, informed the committee this is for sight grating and preparatory work (Phase I) of EpicCentral and to remove Esplanade from the front of the Public Safety Building. *Mr. Swafford inquired if this is the entrance to the EPIC off 161. Mr. Henning said yes, that entrance will move to the south. Mr. Giessner questioned if that is where the deceleration lane will go. Mr. Henning answered yes. Ms. Clemson asked when will the project begin. Mr. Henning said the contract will be in place in next 7-10 days. Ms. Clemson commented this is an ideal time to do this and will make the transition smoother. Ms. Clemson moved to approve and send to City Council for review. Mr. Giessner seconded. Motion carried 3-0.*

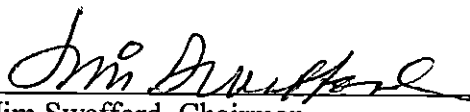
**Item 18 – Purchase and installation of all network infrastructure required for the revised routing of existing City of Grand Prairie, AT&T and Spectrum fiber optic cabling. This work is associated with the initial construction scope of work for the EpicCentral (City Phase) project in which Esplanade Drive will be removed within the project site. Labor will be procured through Gardner Telecommunications, Inc. (GTI) in the amount of \$64,320; ground boxes will be procured through Dynamic Vision Co. in the amount of \$13,078, and conduit will be procured from Graybar Electric Company, Inc. in the amount of \$13,088.10 for an overall project cost of \$90,486.10**

Mr. Henning advised the committee that AT&T, Spectrum and ATMOS do all of their own work, but they require us to install the infrastructure. *Mr. Giessner inquired if we will take care of the connectivity between all of the Epic Central facilities. Mr. Henning said yes, with careful planning, it will be a quick switchover. Mr. Swafford asked Mr. Fraker if there were any speakers with questions. Mr. Fraker said no sir. Mr. Giessner moved to approve and send to City Council for review. Ms. Clemson seconded. Motion carried 3-0.*

#### Executive Session

There was no executive session at today's meeting.

The Finance and Government Committee meeting adjourned at 5:25 p.m.

  
Jim Swafford, Chairman  
Finance and Government Committee

9-1-2020  
Date