



# City of Grand Prairie

City Hall  
300 W. Main Street  
Grand Prairie, Texas

## Meeting Agenda

### Finance and Government Committee

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Tuesday, June 16, 2020

3:30 PM

Council Briefing Room

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#### SPECIAL MEETING

#### Call to Order

#### Consent Agenda

*Citizens may speak for up to five minutes on any item on the agenda by completing and submitting a speaker card.*

- 1      [20-10045](#)      Resolution authorizing a Thirty-Year Tenant Ground Lease with Option to Renew for two Ten-Year Terms with CNP Operating, LLC (or related assignee), for the Construction and Operation of a Restaurant at EpicCentral for \$40,001 annual rent
  
- 2      [20-10036](#)      Resolution authorizing an Economic Development Agreement and Ten-Year Tenant Lease with Option to Renew for three Five-Year Terms with Milkshake, LLC (or related assignee), for the Operation of Three Restaurants at EpicCentral for \$25 rent per square foot for years 1-5 and incrementally increasing up to \$35 per square foot for years 21-25 and 20% of Net Operating Income

#### Items for Individual Consideration

- 3      [20-10043](#)      Ratify and approve three COVID-19 testing agreements with TopCare Medical Group Inc. DBA Clinicas Mi Doctor for Drive Through Testing, At Home Testing, Rapid and Nursing Home Testing with a cumulative first term amount not to exceed \$290,000.00; authorize the City Manager to execute up to two four-week renewal options in the estimated cumulative amount of \$870,000.00 if determined necessary  
**Attachments:** [Expenditure Information Form.doc](#)
  
- 4      [20-10042](#)      Compromise, Settlement and Release Agreement with HKS Architects regarding Epic Waters and The Epic
  
- 5      [20-10059](#)      Application and Letter of Agreement for construction services in the amount of \$61,400 with AT&T Texas for the relocation of all communication cabling necessary for the start of the EpicCentral construction project  
**Attachments:** [EPICCLST.xlsx](#)

- 6      [20-9856](#)      Award bid for the completion of one residential reconstruction project as part of the HOME Reconstruct Program to Johnson Construction Services in the amount of \$120,365  
**Attachments:** [Contractors Bid Attachment A](#)  
[Reconstruct Procedures Attachment B](#)
- 7      [20-10038](#)      Public hearing and ordinance adopting the PY2020 CDBG and HOME Program budgets through its five year 2020-2025 Consolidated Plan and One (1) year Action Plan.  
**Attachments:** [Exhibit 1](#)  
[Exhibit 2](#)
- 8      [20-10051](#)      Ordinance Amending the Code of Ordinances, Chapter 24-1.1 "Taxation," to increase the Homestead Exemption percentage and change the minimum amount to the greater of 10% or \$5,000

### 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 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

*Certification*

*In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Finance & Government Committee meeting agenda was prepared and posted June 12, 2020.*

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*Mona Lisa Galicia, Deputy City Secretary*

*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 972-237-8018 or email Mona Lisa Galicia ([mgalicia@gptx.org](mailto:mgalicia@gptx.org)) at least three (3) business days prior to the scheduled meeting to request an accommodation.*



Legislation Details (With Text)

**File #:** 20-10045      **Version:** 1      **Name:** CNP Lease  
**Type:** Resolution      **Status:** Consent Agenda  
**File created:** 6/4/2020      **In control:** City Attorney  
**On agenda:** 6/16/2020      **Final action:**  
**Title:** Resolution authorizing a Thirty-Year Tenant Ground Lease with Option to Renew for two Ten-Year Terms with CNP Operating, LLC (or related assignee), for the Construction and Operation of a Restaurant at EpicCentral for \$40,001 annual rent

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**From**

Megan Mahan

**Title**

Resolution authorizing a Thirty-Year Tenant Ground Lease with Option to Renew for two Ten-Year Terms with CNP Operating, LLC (or related assignee), for the Construction and Operation of a Restaurant at EpicCentral for \$40,001 annual rent

**Presenter**

Tom Hart, City Manager

**Recommended Action**

Approve

**Analysis**

A thirty-year Lease Agreement would be executed with CNP Operating, LLC, or related entity, as the developer and operator. The Lease would require Tenant to construct and operate a restaurant during the term of the Lease at their sole cost. Base rent is \$1 per year with \$40,000 Common Area Maintenance charge as additional rent. The restaurant has entertainment and recreation ancillary components, including pickleball and outdoor games. Tenant will also be required to offer certain special benefits to Grand Prairie residents during the term of the Lease.

The City will make the facility site "Pad Ready" and will provide access to non-exclusive parking for the facility. The Tenant would construct the facility and pay all operating costs during the term of the Lease, such as equipment maintenance, insurance, and utilities, and maintenance. The Lease could be renewed for two additional ten-year terms.

**Financial Consideration**

Rent will be paid into the EpicCentral Revenue Account

**Body**

**A RESOLUTION OF THE CITY OF GRAND PRAIRIE, TEXAS, TO ENTER INTO A GROUND LEASE AGREEMENT WITH CNP OPERATING, LLC (OR RELATED ASSIGNEE) FOR THE CONSTRUCTION AND OPERATION OF A RESTAURANT AT EPICCENTRAL**

**WHEREAS**, the City of Grand Prairie wishes to enter into this agreement for a tenant to construct and operate a restaurant at EpicCentral and it is in the public interest to do so; and

**WHEREAS**, CNP Operating, LLC was selected to construct and operate a restaurant under a ground lease; and

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

**Section 1.** THAT the granting of this Lease Agreement is approved and the City Manager is hereby authorized to execute contracts to effectuate this approval.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON THIS THE 16TH DAY OF JUNE, 2020.**



Legislation Details (With Text)

**File #:** 20-10036      **Version:** 1      **Name:** Milkshake Lease  
**Type:** Resolution      **Status:** Consent Agenda  
**File created:** 5/27/2020      **In control:** City Attorney  
**On agenda:** 6/16/2020      **Final action:**  
**Title:** Resolution authorizing an Economic Development Agreement and Ten-Year Tenant Lease with Option to Renew for three Five-Year Terms with Milkshake, LLC (or related assignee), for the Operation of Three Restaurants at EpicCentral for \$25 rent per square foot for years 1-5 and incrementally increasing up to \$35 per square foot for years 21-25 and 20% of Net Operating Income

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**From**

Megan Mahan

**Title**

Resolution authorizing an Economic Development Agreement and Ten-Year Tenant Lease with Option to Renew for three Five-Year Terms with Milkshake, LLC (or related assignee), for the Operation of Three Restaurants at EpicCentral for \$25 rent per square foot for years 1-5 and incrementally increasing up to \$35 per square foot for years 21-25 and 20% of Net Operating Income

**Presenter**

Tom Hart, City Manager

**Recommended Action**

Approve

**Analysis**

A ten-year Lease Agreement would be executed with Milkshake, LLC, or related entity, as the tenant. The Lease would require Milkshake to operate three restaurants. Rent would be calculated as follows:

- Base Rent. Years 1 through 5 \$25.00 PSF annually plus CAM
- Years 6 through 10 \$27.00 PSF annually plus CAM
- Years 11 through 15 \$29.00 PSF annually plus CAM
- Years 16 through 20 \$32.00 PSF annually plus CAM
- Years 21 through 25 \$35.00 PSF annually plus CAM

Percentage Rent. City to share in 20% of all NOI for the duration of the term and all respective extensions.

The Tenant would pay all operating costs during the term of the Lease, such as equipment maintenance, insurance, and utilities, and the City would maintain the building structure. The Tenant may not sublet the space and has no right to assign the lease without City approval. The Lease could be renewed for three additional five-year terms.

The Lease provides for \$100 per square foot for tenant finish out allowances. The 380 Agreement authorizes any payments required under the Lease to be paid as an economic development incentive.

#### **Financial Consideration**

Rent will be paid into the EpicCentral Revenue Account

#### **Body**

### **A RESOLUTION OF THE CITY OF GRAND PRAIRIE, TEXAS, TO ENTER INTO A CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT WITH MILKSHAKE, LLC (OR RELATED ASSIGNEE) FOR THE OPERATION THREES RESTAURANT AT EPICCENTRAL**

**WHEREAS**, the City of Grand Prairie wishes to enter into this agreement for a tenant to operate three restaurants at EpicCentral and it is in the public interest to do so; and

**WHEREAS**, Milkshake, LLC was selected to operate a restaurant under a lease; and

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

**Section 1.** THAT the granting of this Chapter 380 Economic Development Agreement and Lease Agreement is approved and the City Manager is hereby authorized to execute contracts to effectuate this approval.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON THIS THE 16TH DAY OF JUNE, 2020.**



Legislation Details (With Text)

**File #:** 20-10043      **Version:** 1      **Name:** COVID-19 Testing  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 6/2/2020      **In control:** City Council  
**On agenda:** 6/16/2020      **Final action:**  
**Title:** Ratify and approve three COVID-19 testing agreements with TopCare Medical Group Inc. DBA Clinicas Mi Doctor for Drive Through Testing, At Home Testing, Rapid and Nursing Home Testing with a cumulative first term amount not to exceed \$290,000.00; authorize the City Manager to execute up to two four-week renewal options in the estimated cumulative amount of \$870,000.00 if determined necessary

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Expenditure Information Form.pdf](#)

Date	Ver.	Action By	Action	Result
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**From**  
Bryce Davis, Purchasing Manager

**Title**  
Ratify and approve three COVID-19 testing agreements with TopCare Medical Group Inc. DBA Clinicas Mi Doctor for Drive Through Testing, At Home Testing, Rapid and Nursing Home Testing with a cumulative first term amount not to exceed \$290,000.00; authorize the City Manager to execute up to two four-week renewal options in the estimated cumulative amount of \$870,000.00 if determined necessary

**Presenter**  
Steve Dye, Deputy City Manager

**Recommended Action**  
Approve

**Analysis**  
As part of the City’s pandemic response, on May 22, 2020 the City entered into an agreement for COVID-19 Drive Through Testing at a cost of \$85.00 per test administered for an initial four week period with two four-week renewal options. The estimated total is between \$34,000 and \$204,000 per term depending on the total number of tests administered. Drive through testing began on May 26, 2020 at the Grand Prairie Veteran’s Center and is offered to residents free of charge.

Additionally, the City entered into an agreement for COVID-19 At Home Testing at a cost of \$150.00 per test administered for an initial four week period with two four-week renewal options. The estimated total is between \$27,000 and \$36,000 per term depending on the total number of tests administered. This allows COVID-19 testing of residents unable to transport themselves to a drive through testing site.



Lastly, the City entered into an agreement for COVID-19 Rapid Testing and Nursing Home Testing on an as needed basis, not to exceed \$50,000, should the need arise. This agreement will provide our First Responders access to take the rapid test, currently being developed, and receive results within 24 hours; additionally should the City have a nursing home or similar facility require testing, this pre-positioned contract would expedite the City's response in getting those residents tested.

This requested Council action is to ratify each agreement and authorize the City Manager to execute any renewal options as may be needed as the pandemic situation continues to progress.

Per Federal procurement guidelines, 2 CFR 200, these contracts were entered into on an exigency basis due to the federally declared disaster. All supporting documentation is on file.

### **Financial Consideration**

Federal Funds from The Coronavirus Aid, Relief, and Economic Security (CARES) Act are available for this expenditure. One third would come from the Tarrant County contribution (3005-300598-TARCARES-61480), and two thirds would come from the Dallas County contribution (3005-300598-DALCARES-61480).

CITY OF GRAND PRAIRIE  
OPERATING BUDGET EXPENDITURE INFORMATION

FUND: 3005 – Grant Fund

ACTIVITY: 66% DALCARES; 33% TARCARES

ACCOUNTING UNIT: 300598

AVAILABLE: 61480  
Account Code, Description, and amount available

STAFF CONTACT: Cindy Mendez

VENDOR NUMBER: \_\_\_\_\_

VENDOR NAME: TopCare Medical Group, Inc. DBA Clinicas Mi Doctor

CONTINGENCY: \_\_\_\_\_



Legislation Details (With Text)

**File #:** 20-10042      **Version:** 1      **Name:** HKS Settlement Agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 6/2/2020      **In control:** City Attorney  
**On agenda:** 6/16/2020      **Final action:**  
**Title:** Compromise, Settlement and Release Agreement with HKS Architects regarding Epic Waters and The Epic  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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**From**  
Mark Dempsey

**Title**  
Compromise, Settlement and Release Agreement with HKS Architects regarding Epic Waters and The Epic

**Presenter**  
Andy Henning - Senior Building and Construction Projects Manager

**Recommended Action**  
Approve

**Analysis**  
In November of 2014, the City entered into a professional services agreement with HKS for architectural services in connection with the The Epic and Epic Waters. The City determined there were design deficiencies associated with work performed by HKS under certain change orders it submitted under the contract. All of the change orders were paid by the City. There is one outstanding change order request filed by HKS in the amount of \$46,875. In settlement of the dispute, HKS has agreed to withdraw the \$46,875 change order request, and pay the City \$31,085.50 as compensation for the alleged deficiencies.

**Financial Consideration**  
none



Legislation Details (With Text)

<b>File #:</b>	20-10059	<b>Version:</b>	1	<b>Name:</b>	Application and Letter of Agreement for construction services with AT&T at Epic Central
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	6/8/2020	<b>In control:</b>		<b>In control:</b>	Engineering
<b>On agenda:</b>	6/16/2020	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Application and Letter of Agreement for construction services in the amount of \$61,400 with AT&T Texas for the relocation of all communication cabling necessary for the start of the EpicCentral construction project				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">EPICCLST.pdf</a>				

Date	Ver.	Action By	Action	Result
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**From**

max

**Title**

Application and Letter of Agreement for construction services in the amount of \$61,400 with AT&T Texas for the relocation of all communication cabling necessary for the start of the EpicCentral construction project

**Presenter**

Andy Henning, Senior Building and Construction Projects Manager

**Recommended Action**

Approve

**Analysis**

Despite beginning discussions with AT&T nearly twelve (12) months ago regarding the relocation of AT&T infrastructure along Esplanade Drive, the EpicCentral destination project has now reached a critical milestone due to the lack of action on the part of AT&T.

The City finally received the long-awaited Application and Letter of Agreement for Construction Services from AT&T on Friday, June 5, 2020. Because AT&T requires their equipment and communication cabling be serviced only by AT&T, a bid process was not able to be undertaken and costs associated with the agreement between AT&T and the City of Grand Prairie will be applied to the relocation work to be performed.

**Financial Consideration**

Funding for an Application and Letter of Agreement for construction services, in the amount of \$61,400, is available in the EPIC Central Capital Projects Fund (360093) WO #EPICCLST (EPIC Central-Streets)

## CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 360093 / EPICCLST  
 Project Title: EPIC Central - Streets  
 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)	\$300,000	\$300,000	\$0	\$300,000	\$300,000
Construction (68540)	\$2,700,000	\$2,700,000	\$0	\$2,700,000	\$2,700,000
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$3,000,000</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$3,000,000</b>	<b>\$3,000,000</b>



Legislation Details (With Text)

<b>File #:</b>	20-9856	<b>Version:</b>	1	<b>Name:</b>	Reconstruction project, 1658 Oak St.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	3/4/2020	<b>In control:</b>		<b>In control:</b>	Housing and Neighborhood Services
<b>On agenda:</b>	6/16/2020	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Award bid for the completion of one residential reconstruction project as part of the HOME Reconstruct Program to Johnson Construction Services in the amount of \$120,365				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Contractors Bid Attachment A</a> <a href="#">Reconstruct Procedures Attachment B</a>				

Date	Ver.	Action By	Action	Result
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**From**

Katherine Garcia-Thomson

**Title**

Award bid for the completion of one residential reconstruction project as part of the HOME Reconstruct Program to Johnson Construction Services in the amount of \$120,365

**Presenter**

William A. Hills, Director, Housing and Neighborhood Services

**Recommended Action**

Approve

**Analysis**

The family residing at the location in attachment A, has met all of the eligibility requirements of the HOME Reconstruct Program as described below; therefore the City Council is requested to award the bid for one residential reconstruction project as part of the HOME Reconstruct Program to the low bidder for the project, Johnson Construction Services in the amount of \$120,365.

The Housing and Neighborhood Services Department, as part of the Housing rehabilitation program, takes applications from citizens of Grand Prairie for assistance in the rehabilitation of their homes. All HNS rehabilitation programs are federally funded, with the reconstruction program being the most comprehensive rehabilitation effort. The detailed procedures and guidelines for the reconstruction program can be found in attachment B.

The HOME Reconstruct Program has specific eligibility requirements. The applicant must be 60 years of age or older, or have a long-term disability supported statement; the home must be owner occupied with a valid Deed of Trust; the property must be located in the city limits of Grand Prairie; the applicant must have owned

the property at least 3 years; the current taxes must be paid (county, city, and schools); the insurance must be current (minimum value of the home); and the property must be more than 75% deteriorated from its appraised value, as provided by the appropriate appraisal district. To qualify for the program, the applicant's income must not exceed 80% of the median income for the City of Grand Prairie, as determined by the U.S. Department of Housing and Urban Development (HUD). This program is a Deferred Payment Loan (DPL), not a grant, and a lien is placed on the property for the total amount of reconstruction with a 0% to 3% interest rate, based on the applicant's income.

### **Financial Consideration**

The bid sheet for the project is attached (Attachment A). We recieved two (2) competative bids from our contractors after sending the bid packet to all 11 eligible bidders. Sufficient funding is available and was approved in the PY19 CDBG/HOME program budget to complete the projects using 302092 HOME Grant Funding.



HOUSING AND NEIGHBORHOOD SERVICES

CONTRACTOR'S BID FOR PLAN # 1267

PROPERTY: 1658 Oak St. Grand Prairie, TX 75050

Date Bids 1/22/2020 Bid Deadline 1/31/2020 Bid Opening 2/6/2020

# of Bids Faxed or Emailed 11 # of Bids Returned 2

Table with 2 columns: BIDDING CONTRACTORS and BID AMOUNT. Lists contractors like Johnson Construction Services with bid amount \$120,365.00.

Signature of Staff Member Reviewing

STAFF MEMBER REVIEWING

Signature of Director Reviewing

DIRECTOR REVIEWING

Signature of Manager Reviewing

MANAGER REVIEWING

Handwritten initials 'SE'



**RECONSTRUCT PROCEDURES**

- I. Potential clients fill out the qualification questions form.  
Property must be owner occupied and client must fall in the income range.
- II. When client comes up on waiting list, client fills out application and provides qualifying documents.
- III. We determine income and whether rehab will be paid back or not.
- IV. Rehab Coordinator does the Work Write Up (WWUP) and determines if the property is more than 75% deteriorated.
- V. If the property is more than 75% deteriorated, will need to be reconstructed.
- VI. Obtain Land Records  
Property must be in owner's name. If any liens were found, they will need to be cleared before demolition.
- VII. Obtain Survey  
Determine if building over the common lot line and if house will be over, we need to obtain paperwork from zoning and get it signed before demolition.
- VIII. Check zoning to determine the square footage of the house.
- IX. Obtain site plan
- X. Obtain foundation letter.
- XI. Obtain MEC check.
- XII. Project out for bid (5-10 days).
  - a. Site Plans
  - b. Building Materials List
  - c. Floor Plans
  - d. 3 elevations
- XIII. Award Bid to winning contractor.
- XIV. Client moves out to a relocation house, apartment or relatives.



Legislation Details (With Text)

<b>File #:</b>	20-10038	<b>Version:</b>	1	<b>Name:</b>	PY2020 CDBG and HOME Program budgets, Five year 2020-2025 Consolidated Plan and One (1) year Action Plan.
<b>Type:</b>	Ordinance	<b>Status:</b>			Items for Individual Consideration
<b>File created:</b>	5/28/2020	<b>In control:</b>			Housing and Neighborhood Services
<b>On agenda:</b>	6/16/2020	<b>Final action:</b>			
<b>Title:</b>	Public hearing and ordinance adopting the PY2020 CDBG and HOME Program budgets through its five year 2020-2025 Consolidated Plan and One (1) year Action Plan.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Exhibit 1</a> <a href="#">Exhibit 2</a>				

Date	Ver.	Action By	Action	Result
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**From**  
Katherine Garcia-Thomson

**Title**  
Public hearing and ordinance adopting the PY2020 CDBG and HOME Program budgets through its five year 2020-2025 Consolidated Plan and One (1) year Action Plan.

**Presenter**  
William A. Hills, Director, Housing and Neighborhood Services

**Recommended Action**  
Approve

**Analysis**  
2020-2025 Consolidated Plan, (1) One year Action Plan and PY2020 CDBG/HOME Budgets  
The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in 24 CFR 91.200-91.230, with revisions for preparing a Consolidated Plan and guiding the use of CDBG and HOME funding based on applications to the U.S. Department of Housing and Urban Development (HUD). A copy of the Consolidated Plan is available for review in the Housing and Neighborhood Services office.

The Housing and Community Development Act of 1974, as amended, combines several previous federal programs for community development into a single block grant. CDBG activities must primarily benefit low to moderate income persons and/or neighborhoods. Community development activities must meet 1 of 3 primary CDBG objectives, decent housing, suitable living environments, or expanded economic opportunity.

Total CDBG funding has increased by \$9,014, from \$1,496,990 (2019) to \$1,506,004 (2020). As in previous years, the number of CDBG proposals exceeded the amount of CDBG funds available. Attached is a summary

of the 2020 proposed programs as **Exhibit 1**. The CDBG Program Development Process included neighborhood public hearings in February, Request for Proposals (RFP) and the Housing and Community Improvement Commission (HCIC) priority rating meeting in April.

**Exhibit 2** includes the proposed 2020 CDBG/HOME budget which continues funding for existing CDBG/HOME programs and funding for new projects based on the HCIC priority rating and the recommendations from staff.

**CDBG Program Administration** is increasing by \$5,566 and includes the continued funding of the Neighborhood Services Manager and 2 Senior Office Assistants positions. The program administration budget is below the 20% cap limitation that is required by law. This budget includes indirect cost allocation and Fair Housing Activity funding.

### **Rehabilitation, Code, Housing**

Direct Delivery funds the salaries of 2 Rehabilitation Coordinators and a Neighborhood Services Specialist position. It also funds operational expenses. Housing Rehabilitation funds are utilized to rehabilitate and repair single family homes. Emergency Small Home Repair will provide emergency repairs to single family homeowners with a 24-48 hour response time. Buying Power provides down payment and closing cost assistance to low/moderate income first time home buyers.

As in the past, **Public Service Activities** will be capped at 15% of the total CDBG grant and will increase from last year's levels by \$1,352.

**Public Facility Improvements** will fund a sidewalk repair and replacement program in CDBG low/moderate areas.

### PROPOSED 2020 HOME

The HOME Program was created by the National Affordable Act of 1990 (NAHA) to provide decent affordable housing to low/moderate income households and to leverage private sector participation. Eligible activities *are limited* to homeowner rehabilitation, homebuyer activities, rental housing, and tenant-based rental assistance.

Grand Prairie is receiving \$519,994, an increase of \$35,175 HOME funds from last year's \$484,819. **Exhibit 1** also identifies the HOME funding for rehabilitation, reconstruction, and Community Housing and Development Organizations (CHDO) programs.

### **Financial Consideration**

The 2020 CDBG and HOME Programs, funded by the U.S. Department of Housing and Urban Development (HUD), will commence on October 1, 2020, and end on September 30, 2021. The total amount estimated to be available, including reallocated funds is summarized below.

#### 2020 INCREASE DIFFERENCE FROM LAST YEAR

CDBG Entitlement, \$1,506,004, an increase of \$9,014 from 2019 total.

HOME PJ Funds, \$519,994, an increase of \$35,175 from 2019 total.

### **Body**

## **AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, ADOPTING THE 2020-2025 CONSOLIDATED PLAN, (1) ONE YEAR ACTION PLAN AND PY2020 CDBG AND HOME BUDGETS**

**WHEREAS, the Consolidated Plan application provides federal funds through the U.S. Department of Housing and Urban Development (HUD); and**

**WHEREAS, the CDBG and HOME Programs are authorized by entitlement (Community Development Act of 1994) and participating jurisdiction (National Affordable Housing Act <NANA> of 1990) respectively as amended within the Federal Code of Regulations; and**

**WHEREAS, the CDBG and HOME Programs allow the City to provide various projects, activities, and programs benefiting low and moderate income persons and families as developed through a five year Consolidated Plan, a one year Action Plan; and**

**WHEREAS, the CDBG and HOME Programs application provides funding in the amount of \$1,506,004 and \$519,994 respectively through HUD; and**

**WHEREAS, the 2020-2025 Consolidated Plan and PY2020 budgets have been developed through public hearings and in accordance with the CDBG and HOME Program guidelines and regulations;**

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

**SECTION 1. That the City Council of Grand Prairie adopts the 2020-2025 Consolidated Plan, One (1) year action plan and PY2020 Community Development Block Grant (CDBG) and HOME Program budgets as contained in the attached Exhibits 1 and 2; and**

**SECTION 2. That this Ordinance shall become effective upon passage and approval and it is accordingly so ordained.**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON THIS THE 16TH DAY OF JUNE, 2020.**

**CITY OF GRAND PRAIRIE  
2020 CDBG PROGRAM SUMMARY**

**Program Administration**

***CDBG Program Administration \$275,000***

This includes oversight, management, monitoring and coordination of the CDBG Program. This pays the full salaries of the Neighborhood Services Manager, and Neighborhood Services Specialist.

***Fair Housing \$5,000***

Provision of fair housing services and counseling is available to all city residents. The budget supports part of the Fair Housing Officer's activities.

**Rehabilitation, Code and Housing Related**

***Housing Rehabilitation, Reconstruction, Emergency, Homeownership and Program Direct Delivery Cost \$356,750***

Payment of operational expenses for the Housing and Emergency Rehabilitation Program, HOME, BuyinG-Power, and public service agency administration. This program pays for the salaries of staff positions.

***Housing Rehabilitation/Reconstruction \$386,354***

This program provides full rehab assistance up to \$25,000 and reconstruction up to \$120,000 for citizens 60 years and older or disabled utilizing CDBG funds. Liens are filed to protect the City's investment on single family low/mod owner occupied units. Depending on income, deferred payment, 0 percent and 3 percent loans are utilized.

***Emergency Small Home Repair \$70,000***

This program provides emergency repairs up to \$5,000 to alleviate health, safety, and public welfare conditions. Emergencies must occur without warning and applicants must be 50% of the median area income or below.

***BuyinG-Power Program \$37,000***

The City of Grand Prairie BuyinG-Power Program will help pay initial costs to help qualified low and moderate income citizens purchase a home. The City will provide up to \$5,000 which can be used towards half of the down payment and/or reasonable closing costs. The home purchased must be the primary residence of the buyer and located within the city limits of Grand Prairie.

**Public Service Activities**

***Grand Prairie United Charities \$51,000***

Provide salaries for a Caseworker, Administrative Assistant, Office Coordinator, and Donation Coordinator to assist Low Income families and water bill payments for clients. Services provided are food pantry, rent/mortgage, utility assistance (electric, water, gas), etc. for Grand Prairie families in need.

***Brighter Tomorrows \$51,000***

Payment of salaries of Residential Specialists related to the direct operation of a battered women and children shelter. This includes food, clothing, shelter, emergency transportation, emergency medical care, 24-hour a day crisis intervention, legal assistance in civil and criminal justice systems, educational arrangements for children, support groups, parenting classes, survival skills, and domestic and sex violence counseling.

***Children First Center \$51,000***

Funds are used for abuse counseling at a reduced cost. It makes counseling affordable to qualified low/mod income and presumptive benefactor persons. This includes counseling and guidance services with a primary focus on child abuse prevention.

***Lifeline Shelter for Families \$51,000***

This program was established to address the problem of homelessness in Grand Prairie providing full services to homeless families including shelter, food, clothing, transportation along with educational and employment services. This funding will be used to offset the salary of the Case Manager and Executive Director. The focus is on families with children based on students classified as homeless in the Grand Prairie Independent School District.

***GP Charlie Taylor/Shotwell/Dalworth Day Camps & The Epic \$12,900***

After school and day camps are provided Monday – Friday for school age children under the supervision of the Parks and Recreation Department. This service will be provided to low and moderate income children that reside in the City of Grand Prairie.

***Grand Prairie Summit \$4,000***

The Summit Scholarship Program is total scholarships for Grand Prairie low-income residents above the age of 50. The Summit scholarship would have no overhead and would go completely to cover the complete cost of the membership fees of those awarded.

***Grand Prairie Homeless Outreach \$5,000***

Helps lift the homeless out of homelessness and into homes (could be apartments or other housing arrangements) via case management that assesses the homeless persons current situation and develops a plan to improve their situation.

**Public Facilities and Improvements**

***Sidewalks Repair and Replacement \$150,000***

This project will repair / replace concrete sidewalks along streets where children routinely walk to school in CDBG Low-Moderate census tract areas. Maintaining these sidewalks will increase the children's safety and beautify the neighborhoods.

**HOME Program**

***Home Rehabilitations (HRP)/Home Reconstructions \$309,269***

The rehabilitation and reconstruction program provides deferred payment, 0% and 3% loans up to \$85,000 for low and moderate-income homeowners 60 years and older or disabled citizens to rehab single-family homes and is used in conjunction with the CDBG Rehabilitation Program. Liens are filed to protect the City's investment on single family low/mod owner occupied units Applications are accepted on a first-come first-served basis and rehabs and/or reconstructions are conducted based on need.

***Grand Prairie Community Housing Development Organization, Inc.  
(CHDO) \$78,000***

This organization provides revitalization to Grand Prairie city wide through new construction and lot development for single family units. This funding will be used primarily for lot acquisition and construction to provide affordable housing for low to moderate income qualified families.

***Future Builders Program \$132,725***

City of Grand Prairie partnership with Grand Prairie Independent School District construction students to build affordable housing for low to moderate income qualified families.

City of Grand Prairie Housing and Neighborhood Services PY 2020		EXHIBIT 2				
APPLICANT ORGANIZATION	PROJECT DESCRIPTION			FUNDED		
		2019 Budget	PY 2020 Funds Requested	PY 2020	IDIS #	HCIC Rating
<b>CDBG - \$1,506,004 HOME - \$519,994</b>						
<b>Program Administration</b>						
CDBG Program Administration	Salaries, managing CDBG program	\$269,434	\$275,000	\$275,000		1
Fair Housing	Services, counseling, and outreach	\$5,000	\$5,000	\$5,000		2
<b>20% cap \$301,200</b>						
<b>SUB-TOTAL</b>		<b>\$274,434</b>	<b>\$280,000</b>	<b>\$280,000</b>		
<b>Rehabilitation, Code, Housing</b>						
Rehab/Recon/Direct Delivery	Salaries, operation, expenses	\$351,750	\$356,750	\$356,750		1
Housing Rehabilitation/Reconstruct	Rehab & reconstruction of single family homes	\$381,258	\$386,354	\$386,354		2
Emergency Repair	Repair single family homes	\$70,000	\$70,000	\$70,000		3
Buying-Power Program (LMH)	1st time Home Buyer Program	\$45,000	\$37,000	\$37,000		4
<b>SUB-TOTAL</b>		<b>\$848,008</b>	<b>\$850,104</b>	<b>\$850,104</b>		
<b>Public Service Activity</b>						
GP United Charities (LMC)	Provides food rent & utility assistance	\$51,137	\$89,823	\$51,000		1
Brighter Tomorrows (LMC)	Expenses for battered women & children shelter	\$51,137	\$107,000	\$51,000		2
Children First Center (LMC)	Child abuse prevention and counseling	\$51,137	\$63,000	\$51,000		3
Life Line Shelter for Families (LMC)	Homeless Program	\$51,137	\$76,950	\$51,000		4
GP Charlie Taylor/Shotwell/Dalworth Day Camp/The Epic (LMC)	After school and summer day camp	\$20,000	\$20,000	\$12,900		6
GP Summit (LMC)	Elderly Program	New	\$10,000	\$4,000		7
Grand Prairie Homeless Outreach (LMC)	Homeless Program	New	\$10,000	\$5,000		5
Grand Prairie NAACP (ASPIRE)	Historical Education Youth Program	New	\$30,000	\$0		8
				<b>Received RFP's over cap by \$180,873</b>		
<b>15% limit of \$1,506,004=</b>		<b>\$225,900</b>				
<b>SUB-TOTAL</b>		<b>\$224,548</b>	<b>\$406,773</b>	<b>\$225,900</b>		
<b>Public Facility and Improvements and Projects</b>						
Sidewalks improvement & installation	Repair & install sidewalks (LMA)	\$150,000	\$150,000	\$150,000		1
<b>SUB-TOTAL</b>				<b>\$150,000</b>		
<b>CDBG TOTAL</b>				<b>\$1,506,004</b>		
<b>HOME Program (15% CHDO set aside) is \$78,000</b>						
HOME Rehab (HRP) HOME Reconstruct	Rehab & reconstruct of single family homes	\$291,096	\$309,269	\$309,269		1
GP CHDO / Dreambuilder	New construction / build affordable homes	\$72,723	\$78,000	\$78,000		2
Future Builders Program	New construction / build affordable homes	\$121,000	\$132,725	\$132,725		3
<b>HOME TOTAL</b>		<b>\$484,819</b>	<b>\$519,994</b>	<b>\$519,994</b>		



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Legislation Details (With Text)

**File #:** 20-10051      **Version:** 1      **Name:** Tax Rate 2020  
**Type:** Ordinance      **Status:** Items for Individual Consideration  
**File created:** 6/4/2020      **In control:** Finance  
**On agenda:** 6/16/2020      **Final action:**  
**Title:** Ordinance Amending the Code of Ordinances, Chapter 24-1.1 "Taxation," to increase the Homestead Exemption percentage and change the minimum amount to the greater of 10% or \$5,000

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title**

Ordinance Amending the Code of Ordinances, Chapter 24-1.1 "Taxation," to increase the Homestead Exemption percentage and change the minimum amount to the greater of 10% or \$5,000

**From**

Brady Olsen, Treasury and Debt Manager

**Presenter**

Becky Brooks, CFO

**Recommended Action**

Approve

**Analysis**

This ordinance is to increase the percentage from 7.5% to 10%, providing property tax relief for all citizens with a homestead exemption.

**Financial Consideration**

It is estimated that property tax revenues will be reduced by an estimated \$1.2 million if the Homestead Exemption is increased to the greater of 10% or \$5,000.

**Body**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING CHAPTER 24 "TAXATION", SECTION 24-1.1 "HOMESTEAD EXEMPTION" OF THE CODE OF ORDINANCES TO INCREASE THE HOMESTEAD EXEMPTION TO THE GREATER OF TEN HALF (10) PERCENT OF THE APPRAISED VALUE OR FIVE THOUSAND DOLLARS (\$5,000) OF ALL OWNER OCCUPIED RESIDENCES; CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT THEREWITH**

**WHEREAS, Ordinance 7694 was adopted on November 6, 2007 granting a Homestead Exemption for**

**all persons owning the primary residence they are residing in.**

**WHEREAS, the amount of the Homestead Exemption adopted in 2007 was the greater of 1% of the appraised value or \$5,000.00.**

**WHEREAS, the Homestead Exemption was amended on February 7, 2017 and again on May 16, 2017 increasing the Homestead Exemption to the greater of 1% of the appraised value of \$10,000.**

**WHEREAS, the Homestead Exemption was amended on June 18, 2019 increasing the Homestead Exemption to the greater of 7.5% or the appraised value of \$5,000.**

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

**SECTION 1.** That Chapter 24, Section 24-1.1 of the Code of Ordinances is hereby amended to read as follows:

"Section 24-1.1 Homestead Exemption - Granted for all persons owning the primary residence that are residing in under the following conditions.

That pursuant to Section 11.3 of the Texas Tax Code, the greater of 10% of the appraised value or \$5,000 of the residential homestead of all persons shall be exempt from City ad valorem taxes when taxes are levied for the year 2019 and for all subsequent levies, upon the owner's compliance with the following requirements:

1. The owner shall primarily dwell in the residence claimed as homestead for the tax year claimed. If the owner claims in the same tax year a homestead exemption on any other property, regardless of its location, the homestead exemption shall be denied.
2. The owner of the residence homestead shall submit to the County Appraisal District of the County in which they reside before May 1 that the owner of the residence homestead used it as a primary residence in the tax year. An exemption, once allowed, need not be claimed in subsequent years; the exemption applies to the property until it changes ownership or the person's qualification for the exemption changes.
3. To receive an exemption, the eligibility for which is determined by the claimant's qualifications on January 1 of the tax year, a person required to claim an exemption must file a completed exemption application form before May 1 and must furnish the information required by the form. A person who, after January 1 of a tax year, acquires a property that qualifies for an exemption covered by Section 11.42(d) of the Texas Tax Code must apply for the exemption for the applicable portion of that tax year before the first anniversary of the date the person acquires the property.

**SECTION 2.** That it is further provided that in case a section, clause, sentence, or part of this Ordinance shall be deemed or adjudged by a Court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of the ordinance.

**SECTION 3.** That all ordinances or parts of ordinances in conflict herewith are specifically repealed.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON THIS THE 16TH DAY OF JUNE, 2020.**

