



GARLAND

Mission

We serve to grow public trust and a thriving Garland community, today and for the future.

Vision

Garland will be an engaged and vibrant community that residents proudly call home.

CITY OF GARLAND WORK SESSION OF THE CITY COUNCIL

The Garland City Council extends to all visitors a sincere welcome. We value your interest in our community and your participation in the meetings of this governing body. Visit GarlandTX.gov/Council for a full list of meeting dates.

The Council Chambers at Garland City Hall is wheelchair accessible, and ADA parking is available on the street as well as in the public parking garage. Persons with disabilities who may need auxiliary aids or services must contact the City Secretary's Office at 972-205-2404 at least two working days prior to the meeting so that appropriate arrangements can be made. Braille is not available.

NOTICE: Pursuant to Section 551.127 of the Texas Government Code, one or more members of the City Council may attend this meeting by internet/video remote means. A quorum of the City Council, as well as the presiding officer, will be physically present at the above-identified location. Members of the public that desire to make a public comment must attend the meeting in person.

PUBLIC COMMENTS ON WORK SESSION ITEMS

Members of the audience may address the City Council on any Work Session item at the beginning of the meeting. Speakers are allowed three minutes each, grouped by agenda item and called in the order of the agenda. Anyone wishing to speak must fill out a speaker card (located at the entrance to the Council Chambers and on the visitor's side of the Work Session Room) and give it to the City Secretary before the Mayor calls the meeting to order. Speakers are limited to addressing items on the Work Session agenda only. Items on a Regular Meeting agenda should be addressed at the respective Regular Meeting. Items not currently on an agenda may be addressed during the citizen comments portion of any Regular Meeting.

CONSIDER THE CONSENT AGENDA

Council may ask for discussion or further information on any item posted in the consent agenda of the next Regular Meeting. Council may also ask that an item on the consent agenda be pulled and considered for a vote separate from the consent agenda at the next Regular Meeting. All discussions or deliberations are limited to posted agenda items and may not include new or unposted subject matter.

WRITTEN BRIEFINGS

Council may ask for discussion, further information, or give direction to staff on an item posted as a written briefing.

1. TxDOT STEP 2026 Comprehensive Grant

Council is requested to consider approval of the FY 2026 Texas Department of Transportation (TxDOT) Selective Traffic Enforcement Program (STEP) Comprehensive Grant. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the October 6, 2025 Regular Meeting.

2. Neighborhood Vitality Matching Grant Funding Request - Spring 2025 Cycle

Council is requested to consider approval of the Spring 2025 Neighborhood Vitality Matching Grant request from the Shores of Wellington. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the October 21, 2025 Regular Meeting.

3. Pending Items List - City Council Committees and Future Work Sessions

An informational update with a dated list of items referred to Council Committees by two Councilmembers. These items are currently under committee-level discussion and remain pending. No Council action is requested at this time; items will return to the full Council with a report from the committee chair upon completion of committee review. This item also includes a list of future Work Session items that have been referred by Council. These items may not yet be scheduled, but remain in the queue for placement on future agendas.

VERBAL BRIEFINGS

Council may ask for discussion, further information, or give direction to staff on an item posted as a verbal briefing.

4. Spring Creek Forest Preserve and Wastewater Interceptor Condition Assessment

Garland Water Utilities staff will present the proposed professional services contract for the condition assessment of the Spring Creek Forest Preserve and Wastewater Interceptor. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the October 21, 2025 Regular Meeting.

Presenter: Michael Brinkmann, Managing Director-Water, Crystal Owens, Assistant City Manager

5. Garland Cultural Arts Commission, Inc. Hotel Occupancy Tax Revenue Budget, Sub-grant Recipients and Hotel Occupancy Tax Program Management Agreement

Council is requested to consider approval of the 2025-2026 Garland Cultural Arts Commission, Inc. Hotel Occupancy Tax Revenue Budget, Sub-grant Recipients and Hotel Occupancy Tax Program Management Agreement. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the October 6, 2025 Regular Meeting.

Presenter: Amy Rosenthal, Cultural Arts Director

6. Audit Committee Meeting Report

Staff will provide City Council with updates on recently completed audits by the Internal Audit Department.

Presenter: Jedson Johnson, City Auditor

CONSIDER APPOINTMENTS TO BOARDS AND COMMISSIONS

Terms are usually staggered whereby at least half of the membership has previous experience. Members are appointed based on qualifications.

7. Councilmember Kris Beard

- **Elizabeth Mitchell -Tax Increment Finance #2 South Board**

ANNOUNCE FUTURE AGENDA ITEMS

A Councilmember, with a second by another member or the Mayor alone, may ask that an item be placed on a future agenda of the City Council or of a committee of the City Council. No substantive discussion of that item will take place at this time.

EXECUTIVE SESSION

The City Council will adjourn into executive session pursuant to sections 551.071, 551.087, and 551.072 of the Texas Government Code to deliberate and discuss the following:

- 8. Attorney/client matters concerning privileged and unprivileged client information regarding pending or contemplated litigation and a settlement offer (551.071).**
- 9. Discuss or deliberate commercial or financial information that the City has received from one or more business prospects that the City seeks to have locate, stay, or expand in or near the vicinity of Holford Road and SH 190, and with which the City is conducting economic development negotiations; including a possible offer of a financial or other incentive, including the sale of real property, to a business prospect to relocate a proposed development to that vicinity within the City (551.072 and 551.087); and attorney/client matters concerning privileged and unprivileged client information related to the same (551.071).**

ADJOURN

All Work Sessions of the Garland City Council are broadcast live on CGTV, Time Warner Cable Channel 16 and Frontier FIOS TV 44. Meetings are rebroadcast at 9 a.m. and 7 p.m. Tuesdays - Sundays. Live streaming and on-demand videos of the meetings are also available online at GarlandTX.tv. Copies of the meetings can be purchased through the City Secretary's Office (audio CDs are \$1 each and DVDs are \$3 each).

NOTICE: The City Council may recess from the open session and convene in a closed executive session if the discussion of any of the listed agenda items concerns one or more of the following matters:

1. Pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct. Sec. 551.071, Tex. Gov't Code.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.072, Tex. Gov't Code.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.073, Tex. Gov't Code.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Sec. 551.074, Tex. Gov't Code.
5. The deployment, or specific occasions for implementation of security personnel or devices. Sec. 551.076, Tex. Gov't Code.
6. Discussions or deliberations regarding commercial or financial information that the City has received from a business prospect that the City seeks to have to locate, stay, or expand in or near the territory of the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect of the sort described in this provision. Sec. 551.087, Tex. Gov't Code.
7. Discussions, deliberations, votes, or other final action on matters related to the City's competitive activity, including information that would, if disclosed, give advantage to competitors or prospective competitors and is reasonably related to one or more of the following categories of information:
 - generation unit specific and portfolio fixed and variable costs, including forecasts of those costs, capital improvement plans for generation units, and generation unit operating characteristics and outage scheduling;
 - bidding and pricing information for purchased power, generation, and fuel, and Electric Reliability Council of Texas bids, prices, offers, and related services and strategies;
 - effective fuel and purchased power agreements and fuel transportation arrangements and contracts;
 - risk management information, contracts, and strategies, including fuel hedging and storage;
 - plans, studies, proposals, and analyses for system improvements, additions, or sales, other than transmission and distribution system improvements inside the service area for which the public power utility is the sole certificated retail provider; and
 - customer billing, contract, and usage information, electric power pricing information, system load characteristics, and electric power marketing analyses and strategies. Sec. 551.086; Tex. Gov't Code; Sec. 552.133, Tex. Gov't Code]

Each year, the City Council reviews and updates its goals for the Garland community and City operations. City management uses the goals to guide operational priorities, decision-making and resource allocation.



GARLAND

STRATEGIC FOCUS AREAS



Safe Community



Well-Maintained City Infrastructure



Reliable, Cost-Efficient Utility Services



Sound Governance and Finances



Vibrant Neighborhoods and Commercial Centers



Customer-Focused City Services



Growing Economic Base



Future-Focused City Organization



Enhanced Quality of Life through Amenities, Arts and Events



Commercially Thriving Downtown



GARLAND

CITY COUNCIL STAFF REPORT

1

Meeting Date: October 6, 2025

Title: TxDOT STEP 2026 Comprehensive Grant

Submitted by: Jeffrey Bryan, Chief of Police

Strategic Focus Area: Safe Community

Issue / Summary

Council is requested to consider approval of the FY 2026 Texas Department of Transportation (TxDOT) Selective Traffic Enforcement Program (STEP) Comprehensive Grant.

Background

The enforcement grant will consist of high-visibility patrols in identified zones throughout the City that have historically had major crashes. The required enforcement period will be the Fiscal Year 2025-2026. The increased police presence is anticipated to have a positive effect on the citizens of the City of Garland through both improved driver behavior resulting in fewer serious crashes, as well as crime reduction in these identified areas. The total grant is for \$189,358, with a 20% required match factored in.

Consideration / Recommendation

Unless directed otherwise, this item will be scheduled for formal consideration at the October 6, 2025 Regular Meeting.

Attachments

A. Reso No. _____ 2026 TxDOT STEP COMP Grant Resolution

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A TEXAS DEPARTMENT OF TRANSPORTATION (TxDOT) SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)- SINGLE YEAR - COMPREHENSIVE GRANT FOR THE FISCAL YEAR 2026 IN THE AMOUNT OF \$189,358.00; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

Section 1

That the City of Garland Police Department, by and through Police Chief Jeff Bryan, is hereby authorized to accept the Texas Department of Transportation (TxDOT) Selective Traffic Enforcement Program - Single Year - 2026 Comprehensive Grant in the amount of \$189,358.00 for the purpose of high visibility patrols and traffic stops during fiscal year 2026.

Section 2

That this Resolution shall be and become effective immediately upon and after its adoption and approval.

PASSED AND APPROVED this the 6th day of October, 2025.

CITY OF GARLAND, TEXAS

Mayor

ATTEST:

City Secretary



GARLAND

CITY COUNCIL STAFF REPORT

2

Meeting Date: October 6, 2025

Title: Neighborhood Vitality Matching Grant Funding Request - Spring 2025 Cycle

Submitted by: Laura De La Vega, Sr. Planner

Strategic Focus Area: Vibrant Neighborhoods and Commercial Centers

Issue / Summary

Council is requested to consider approval of the Spring 2025 Neighborhood Vitality Matching Grant funding request from The Shores of Wellington for the installation of a new sports court.

Background

City Council allocated Neighborhood Vitality Matching Grant funds for Garland neighborhood groups to improve the physical features of their neighborhoods. Projects must provide a public benefit which promotes stronger, safer, and healthier communities. Neighborhood Vitality staff presented the Spring 2025 Matching Grant funding request from the Shores of Wellington to the Community Services Committee on August 28, 2025.

The Committee recommended the request be considered by City Council with the following three (3) conditions for funding:

1. For the location of the sports court, Option 2, between the club house and screening wall, should be selected.
2. The neighborhood will need to submit in writing a statement that they are responsible for the maintenance and upkeep of the sports court.
3. The neighborhood will need to post a sign attesting that the sports court is publicly accessible during operating hours, not restricting the use to only HOA members.

Consideration / Recommendation

Unless directed otherwise, this item will be scheduled for formal consideration at the October 21, 2025 Regular Meeting.

Attachments

- A. Application Packet Shores of Wellington - Council

NEIGHBORHOOD VITALITY MATCHING GRANT

PROJECT SUMMARY FOR APPLICATION

Neighborhood Association: Shores of Wellington

Project Name: Sports Court

Project Locations: 4509 Alderny Dr, Garland, TX

Total Project Cost:	\$31,343
Requesting Amount:	\$25,074
Neighborhood Match	\$6,269
Match Percentage:	20%

Project Summary:

- Install a multi-purpose sports court primarily set for pickle ball, but will also be lined for hopscotch and shuffle board.

Stated Goals:

- Improve the community
- Add features that foster involvement.
- As a 20+ year old community, we would like to add some features that are important to today's standards.

Stated Maintenance:

- The sports court would need some line paint every 5 years, and possible resurface in 10 years.

Maps:



Overview Map Provided by Neighborhood:

Sports Court: 4509 Alderny Dr.



Photos of Project Area:



Project Area Option 1



Project Area Option 2

Community Services Committee:

At the August 28, 2025 Community Service Committee, Neighborhood Vitality staff presented the funding request from Shores of Wellington. The committee requested the following:

1. For the location of the sports court, Option 2, between the club house and screening wall, should be selected.
2. The neighborhood will need to submit in writing a statement that they are responsible for the maintenance and upkeep of the sports court.
3. The neighborhood will need to post a sign attesting that the sports court is publicly accessible during operating hours, not restricting the use to only HOA members.

The committee also asked if the neighborhood is able to apply next year for the dog designated area, if they are able to provide line-item estimates. Neighborhood Vitality staff confirmed the applicant may apply for this project in future grant cycles as long as all other approved Matching Grant projects are completed and closed out.

The committee motioned for the application to be considered by City Council with the above three (3) amendments.

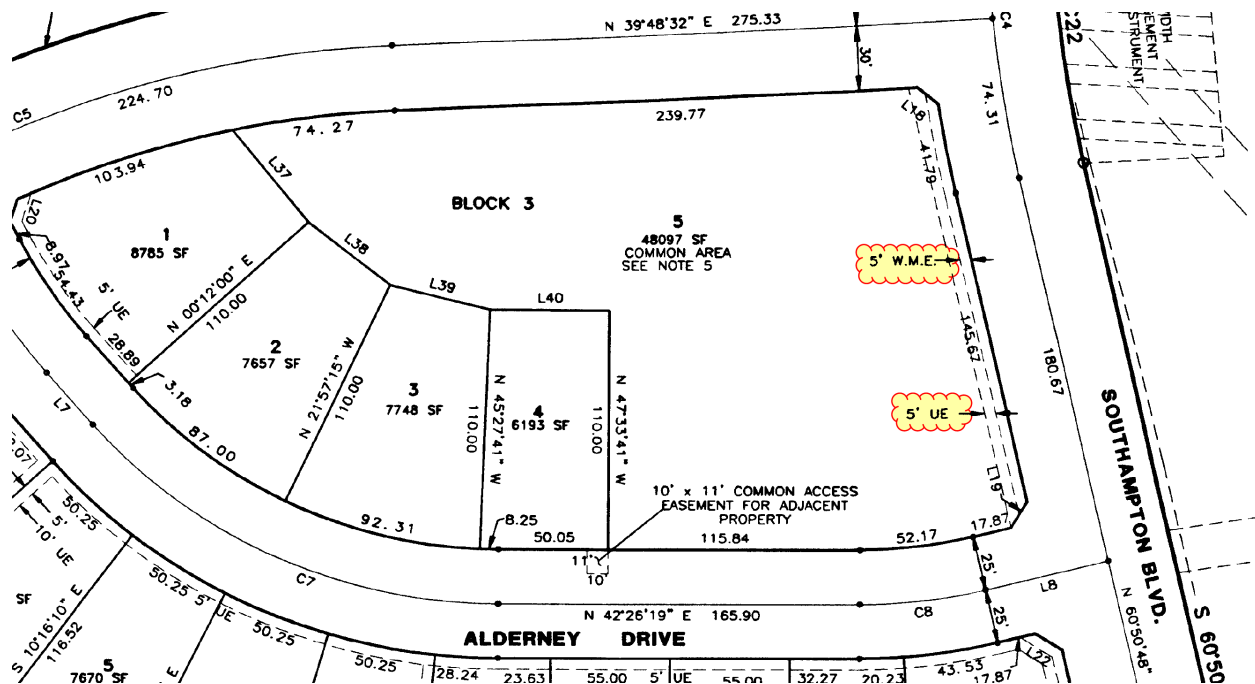
Staff Comments on Application:

Neighborhood Vitality

- Matching Grant applicants are eligible to receive up to \$100,000 within a five-year time frame. If approved, the completion of the current project will mark the beginning of their new five-year cycle.
- Line-item estimates must be included with Matching Grant applications. The application did not include an estimate for the dog designated area. An email requesting the line item estimate was sent to the applicant on April 10, 2025. This email also informed the applicant if we do not receive the estimate, this project component will not be included in the grant request. The applicant confirmed receipt of this email.
- Community Services Committee and City Council will determine whether the new sports court is eligible through Matching Grant.
- An easement or license agreement may be required to allow for public access to the facility.
- Option 1 location does not seem to be large enough to accommodate a 30'X60' sports court. Please confirm, with dimensions and the location of the sports court. If installing in Option 2, please show the location, including the setback distance from the easement as indicated by the Engineering Department's Comments.
- This new asset may need to be added to the HOA's insurance coverage.
- All projects must comply with applicable City of Garland codes and policies, and applicable federal, state, and local laws. Projects cannot create a public safety hazard or conflict with existing or approved municipal projects. They must also adhere to the comments from the departments below.

Engineering

- Per the attached plat, there is a 5' Utility Easement and 5' Wall Maintenance Easement running parallel along the Southampton Blvd. ROW line.
- There are no public utilities in the 5' U.E.
- All improvements, including fences and lighting, shall be constructed outside of these two easements.



Garland Power & Light

- This area is serviced by Oncor – not GP&L

Staff Comments on Letter of Intent:

Previous Project Summary

- Provide a designated area for off-leash dog walking along the shoreline. Will include fences with separate areas for small and large dogs. Also includes benches (6) for pet-owners, and pet watering device.
- Upgrade pool to a dual salt system, and expand the system to include solar power.
- Install a multi-purpose sports court primarily set for pickle ball, but will also be lined for hopscotch and shuffle board. Will include an adjacent storage facility for the community/social committee to store event items and sports equipment.

Neighborhood Vitality:

- Matching Grant applicants are eligible to receive up to \$100,000 within a five-year time frame. If approved, the completion of the current project will mark the beginning of their new five-year cycle.

- Line-item estimates must be included with application.
- Projects:
 - a. Dog Designated Area
 - i. Locking gates or fences are not eligible through the Matching Grant.
 - ii. There have been cases where fences around new playground installations have been approved for safety. Community Services and City Council must determine whether this dog designated area should be treated similarly to playground equipment.
 - iii. What type of fence is proposed?
 - iv. The area highlighted includes shoreline property belonging to the City of Dallas. An active sublease for the “take area” will be required.
 - v. Applicants must satisfy all requirements regarding the take area as outlined by Engineering and Parks department.
 - vi. Will usage be restricted to residents of Shores of Wellington only, or open to the public at large?
 - vii. Easement or license agreement may be required to allow for public access.
 - b. Pool Upgrades
 - i. Repairs or upgrades to existing facilities are not eligible through Matching Grant.
 - ii. Is pool access available to the public at large or HOA members only?
 - c. Sports Court and storage facility
 - i. Will the Sports Court and storage facility be available to the public at large or HOA members only?
 - ii. Community Services Committee and City Council will determine whether the new sports court and storage facility is eligible through Matching Grant.
 - iii. An easement or license agreement may be required to allow for public access to the facility.
 - iv. Does this include a new fence? If so, what type?
 - v. Will there be accompanying lighting?
 - 1. If so, what kind? Will they be on timers?
 - 2. Any new electrical may require a permit. Please contact Building Inspections for confirmation.
- If permits are required, please be sure to include this cost into your estimates as permit fees are not waived for Matching Grant projects.
- All projects must comply with applicable City of Garland codes and policies, and applicable federal, state, and local laws. Projects cannot create a public safety hazard or conflict with existing or approved municipal projects. They must also adhere to or address the comments from the departments below.

Engineering:

- Dog Designated Area (4302 SOUTHAMPTON BLVD / 4209 ABINGDON DR):
 - The HOA does have an active Sublease for the “take area” associated to the HOA at 4209 Abingdon Dr; however, no lease is associated with 4302 Southampton Blvd. Fencing requirements would fall under the requirements of the Lake Edge Development Standards: <https://www.garlandtx.gov/DocumentCenter/View/798/Lake-Edge-Zoning-District-and-Development-Standards-PDF?bidId=>. Fence requirements are in Section 4 and 18 and any improvements in the Take Area will be reviewed and approved by our Parks Department prior to being issued a fence permit from Building Inspections.
 - There is a public stormwater main (purple) and public wastewater main (green) running through your site, see attached COG Utilities Map. The public 42” storm drain is running within a 20’ Drainage Easement and the public 10” wastewater main is running within a 25’ Sanitary Sewer Easement (see attached plat and sheet 2 from As-built #DEV2009010).
 - Any private fencing, landscaping, etc. within the Easements would require a Real Property Improvement Authorization (RPIA) to be executed with the Engineering Dept. See Technical Standards Manual Appendix 3E for assistance. We would require fencing to cross our easements perpendicular as they are not allowed to run parallel within our easements.
 - Texas811 should be called to locate the public and private / franchise utility lines prior to installation.
 - We recommend you submit a detailed site plan once you incorporate our comments above for more specific feedback from Engineering.
- Pool Upgrade & Sports Court with Storage (4509 ALDERNEY DR):
 - Per the attached plat, there is a 5’ Utility Easement and 5’ Wall Maintenance Easement running parallel along the Southampton Blvd. ROW line.
 - All improvements, including fences and lighting, shall be constructed outside of these two easements.

Building Inspections:

- Permit will be required for fence
- Permit would be required for storage facility and maybe sports court it just depends on scope
- Pool upgrades will only require permits for any new electrical and plumbing

Garland Power & Light:

- This area is serviced by Oncor



GARLAND

CITY COUNCIL STAFF REPORT

3

Meeting Date: October 6, 2025

Title: Pending Items List - City Council Committees and Future Work Sessions

Submitted by: Letecia McNatt, Assistant to the City Manager

Strategic Focus Area:

Issue / Summary

The Pending Items List for Council Committees and Future Work Session Items is provided as a status update for Council's review.

Background

City Council Committees:

Administrative Services

Audit

Community Services

Development Services

Legislative & Public Affairs

Public Safety

Transportation, Infrastructure & Mobility (*no pending items at this time*)

Consideration / Recommendation

Information only.

Attachments

- A. 1. Future Agenda Items_Work Session_2025.10.06
- B. Administrative Services_2025.10.06
- C. Community Services_2025.10.06
- D. Legislative & Public Affairs_2025.10.06
- E. Audit_2025.10.06
- F. Development Services_2025.10.06
- G. Public Safety_2025.10.06

Future Agenda Items - Work Session

Pending Items List

10/6/2025

ITEM	DATE	Referred by:	Work Session	Council Action
1. Pets per Household Restrictions**	8/19/2024	Lucht; Dutton	TBD - On Hold	TBD
2. Post NXL Paintball Tournament Briefing	9/19/2025	Williams; Lucht	10/20/2025	TBD

Administrative Services Committee

Pending Items List

10/6/2025

Councilmember Kris Beard - Chair

Councilmember Carissa Dutton

Mayor Pro Tem Margaret Lucht

Staff Liasion - Phillip Urrutia

ITEM	DATE	Referred by:	Scoping	Committee Discussion	Work Session	Council Action
1. Boards & Commissions: Review Objectives and Engagement**	1/21/2025	Lucht; Dutton	2/27/2025	Ongoing	Ongoing	TBD
2. City Ordinance Related to Chickens: Review**	2/12/2025	Hedrick; Ott	2/27/2025	On Hold - Pending	4/14/2025	TBD
3. Intergovernmental Committee – GISD, City, Chamber	5/19/2025	Lucht; Moore	7/24/2025	On Hold	10/20/2025	TBD
4. Flags to Half-Staff Upon Passing of City Employee or Past Councilmember	7/14/2025	Dutton; Lucht	7/24/2025	9/25/2025	10/20/2025	TBD

**Items slated for scoping discussion at next committee date scheduled*

***Items previously discussed by the Committee and remain in progress or on hold, pending additional review*

Community Services Committee

Pending Items List

10/6/2025

Councilmember Carissa Dutton - Chair

Councilmember Jeff Bass

Councilmember Kris Beard

Staff Liaison - Scott Bollinger

ITEM	DATE	Referred by:	Scoping	Committee Discusson	Work Session	Council Action
1. Civil Penalties for Code Compliance Issues	8/20/2024	Dutton; Lucht	12/4/2024	1/23/2025	2/17/2025	Delayed pending Salesforce implementation
2. Outside Storage of Tires at Businesses	11/18/2024	Williams; Lucht	3/27/2025	9/25/2025	10/20/2025	TBD
3. Pop-up Businesses on Private Property at Night	2/17/2025	Williams; Lucht	3/27/2025	8/28/2025	10/20/2025	TBD
4. Adopt-A- Street Program	3/28/2025	Bass; Hedrick	7/24/2025	10/23/2025	TBD	TBD
5. Lake Ray Hubbard	5/14/2025	Moore; Lucht	9/25/2025	TBD - December	TBD	TBD
6. Emergency Weather Alerts Posted on Social Media	7/21/2025	Dutton; Lucht	9/25/2025		10/20/2025	TBD
7. Neighborhood Vitality Matching Grant Guidelines	8/28/2025	Bass; Dutton	10/23/2025	TBD	TBD	TBD
8. Mailers Distributed City-Wide (third party)	9/20/2025	Dutton; Lucht	10/23/2025	TBD	TBD	TBD

**Items slated for scoping discussion at next committee date scheduled*

***Items previously discussed by the Committee and remain in progress or on hold, pending additional review*

Legislative & Public Affairs Committee

Pending Items List

10/6/2025

Councilmember Jeff Bass - Chair
Councilmember B.J. Williams
Councilmember Chris Ott
Staff Liasion - Ariel Traub

ITEM	DATE	Referred by:	Scoping:	Committee Discusson	Work Session	Council Action
1. H.R. 1 "One Big Beautiful Bill Act" - Ramifications for the City of Garland	7/7/2025	Ott; Moore	10/20/2025	TBD	TBD	TBD
2. Consider Consultant Services to Explore Alcohol Retail Sales Options	7/14/2025	City Council	10/20/2025	TBD	TBD	TBD

**Items slated for scoping discussion at next committee date scheduled*

***Items previously discussed by the Committee and remain in progress or on hold, pending additional review*

Audit Committee
Pending Items List

10/6/2025

Councilmember Ed Moore - Chair
Councilmember B.J. Williams
Councilmember Chris Ott
Staff Liasion - Jed Johnson

ITEM	DATE	Referred by:	Scoping	Committee Discussion	Work Session	Council Action
1. Municipal Wastewater Treatment Agreements Audit - Update on Management Action Plans	4/8/2025	Williams; Moore		10/23/2025	TBD	TBD

Development Services Committee

Pending Items List

10/6/2025

Mayor Pro Tem Margaret Lucht- Chair

Councilmember Jeff Bass

Councilmember Joe Thomas Jr.

Staff Liaison - Andy Hesser

ITEM	DATE	Referred by:	Scoping	Committee Discusson	Work Session	Council Action
1. Review Sign Ordinance**	6/17/2024	Bass; Lucht; Dutton	10/21/2024	10/14/2025	TBD	TBD
2. Historical Signs & Façade Program **	9/16/2024	Lucht; Williams; Dutton	10/21/2024	9/9/2025	10/20/2025	TBD
3. Bounded 380 – Residential Improvements	9/16/2024	Ott; Hedrick	10/21/2024	10/14/2025	TBD	TBD
4. Review SUP Process	5/5/2025	Dutton; Lucht	8/15/2025	11/4/2025	TBD	TBD
5. Review Carport Ordinance**	5/19/2025	Lucht; Dutton	8/15/2025	10/14/2025	TBD	TBD
6. Review all SB840 Proposals (Amendments)	7/21/2025	Lucht; Unanimous	9/9/2025	10/14/2025	TBD	TBD
7. Evaluate Design Elements for Antennas	7/22/2025	Thomas; Lucht	8/15/2025	10/14/2025	TBD	TBD
8. Outside Eco Dev Tools Designation Process (FTZ, PACE, etc.)	8/21/2025	Bass; Lucht	9/9/2025	10/14/2025	TBD	TBD

**Items slated for scoping discussion at next committee date scheduled*

***Items previously discussed by the Committee and remain in progress or on hold, pending additional review*

Public Safety
Pending Items List

10/6/2025

Councilmember Chris Ott - Chair
Councilmember Carissa Dutton
Mayor Pro Tem Lucht
Staff Liasion - Letecia McNatt

ITEM	DATE	Referred by:	Scoping:	Committee Discusson	Work Session	Council Action
1. Review policies in place for traffic control devices in construction zones	8/18/2025	Dutton; Williams	9/17/2025	11/19/2025	TBD	TBD
2. Review Regulations for Construction Crews - Portable Restrooms	8/18/2025	Dutton: Lucht	9/17/2025	11/19/2025	TBD	TBD

**Items slated for scoping discussion at next committee date scheduled*

***Items previously discussed by the Committee and remain in progress or on hold, pending additional review*



GARLAND

CITY COUNCIL STAFF REPORT

4

Meeting Date: October 6, 2025

Title: Spring Creek Forest Preserve and Wastewater Interceptor Condition Assessment

Submitted by: Andrew Larkin, Water Utilities Financial Administrator

Strategic Focus Area: Well-Maintained City Infrastructure

Issue / Summary

A professional services agreement with Kimley-Horn & Associates is proposed to assess the condition of the Spring Creek Forest Preserve and Wastewater Interceptor.

Background

This presentation will cover the scope of the proposed professional services agreement, which includes analyzing the impact to vegetation and trails, surveying the affected corridor, and inspecting 38,000 linear feet of interceptor lines. The project will also provide recommendations for restoring damaged areas and establishing permanent access routes to support ongoing wastewater system maintenance.

Consideration / Recommendation

Council is requested to consider the approval of the professional services agreement for the condition assessment of the Spring Creek Forest Preserve and Wastewater Interceptor at the October 6, 2025 City Council Regular Meeting.

Attachments

- A. Spring Creek Interceptor & Forest Preserve Improvements Proposal_v4
- B. Spring Creek Forest Preserve 10-6 work session presentation with timeline



September 12, 2025

Ms. Crystal Owens, P.E.
Assistant City Manager
City of Garland
200 N. Fifth St,
Garland, TX 75040

Re: *Proposal*
Spring Creek Forested Area & Wastewater Interceptor Condition Assessment

Dear Ms. Owens:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this proposal to the City of Garland ("Client" or "City") for providing professional engineering and consulting services for the Spring Creek Forested Area & Wastewater Interceptor Condition Assessment project as outlined below.

Project Understanding

Kimley-Horn will observe the recently cleared portions of the identified forested areas along Spring Creek to document the impact of the disturbance and make recommendations for erosion protection, tree and brush clearing, small tributary cleaning, impacts to ongoing trail projects and other immediate rehabilitation recommendations. In addition, the City desires to inspect ~41,000 LF of the existing Spring Creek Wastewater Interceptor within the forested areas along Spring Creek from West Campbell to President George Bush Turnpike using a combination of CCTV and Multi-Sensor Inspection (MSI) tools as shown on the attached map and outlined in the scope below.

Task Summary, Basic Services

Kimley-Horn will provide the services specifically set forth below.

Task 1: Forested Area Impact Analysis

\$35,000 (LS)

Kimley-Horn will locate readily available resource documents and related data for a preliminary review of site conditions and then perform a site visit to evaluate the impacts to the forested areas along Spring Creek.

During the site visit up to nine (9), tenth acre (0.1-acre), circular, forest sample points will be inventoried for stand/vegetation composition. The plots will be located in undisturbed forest adjacent to the disturbed corridor to provide an estimate of trees removed during clearing. Observations of fallen trees will be made to better understand what species of trees were removed and supplement the forest sample statistics. Black walnut (*Juglans nigra*) is a species of high importance and will be specifically called out if observed fallen or standing along the cleared path. Observations of site conditions will be recorded to describe potential impacts to habitat for wildlife. Aquatic features will be mapped and documented within the cleared corridor and extending out up to 50 feet. Photographs will be taken to supplement observations.

As part of the site visit Kimley-Horn will evaluate the condition of the crossings of Unnamed Tributaries to Spring Creek in order to make an assessment on hydraulic functionality. Findings and photos from

the Tributary Assessment will be summarized as part of the technical memo deliverable for this task including an approximation of the Tributaries' historical hydraulic functionality, damage sustained, impacts to current hydraulic functionality, and recommendations for remediation.

No hydraulic modeling will be performed as part of this task.

Kimley-Horn will prepare exhibits showing the approximate boundaries of the impacted corridor identified onsite. Representative feature data, locations, and extents will be collected with a GPS with sub-meter accuracy. *This task does not include flagging of natural resources.*

Kimley-Horn will prepare a Technical Memorandum documenting the results of the Forested Area Impact Analysis performed onsite. The memo will describe the assessment methodology, limitations, and findings based on our interpretation of collected data. The report will also include applicable maps of the affected corridor, a high level cost estimate, and timeline for implementation of the proposed recommendations.

This task does not include an onsite meeting with the Spring Creek Preservation Organization; this can be handled in the Project Coordination and Meetings Task.

Task 2: Preliminary Topographic and Aerial Survey

\$40,000 (LS)

Kimley-Horn will perform topographic and aerial survey for approximately 12,500 linear feet along the impacted path within the existing forested area to establish existing conditions. The survey will include up to 50' outside the impacted path.

- Topographic Survey of Existing Cleared Areas
 - o Survey Subconsultant Coordination
 - Coordinate field work requirements and execute contract with surveying subconsultant.
 - Review electronic base files provided by surveyor.
 - Perform one (1) site visit to review surveyor's topographic information for general compliance with the scope of services and observed field conditions.
 - Prepare a final topographic drawing in digital format (including contours) showing the features located in the field.
 - o Field survey shall identify and locate the following existing above-ground topographic elements within the described survey limits including:
 - Storm drain outfalls, headwalls, bridges, and erosion control measures
 - Tree Line
 - Retaining walls
 - Fence limits and material types (excluding temporary fences)
 - Property Line monumentation
 - Establish field survey horizontal control points and a vertical control benchmark tied to City benchmarks.
 - Process survey to create plan view of existing features.
- Aerial Imagery of Existing Creek/ Interceptor Corridor & Tree Clearing:
 - o Aerial Imagery of the currently cleared area will be provided in addition to the topographic ground survey. Aerial imagery will be used for visual support only

and will not include survey level detail or data as part of this scope.

Task 3: Wastewater Interceptor Alternative and Access Evaluation

\$96,500 (LS)

Kimley-Horn will evaluate up to 41,000 linear feet of existing wastewater interceptors within the existing forested area, as indicated on the attached map, to determine their existing condition and evaluate potential rehabilitation options for the existing system. In addition, Kimley-Horn will recommend minimum access requirements to allow the City to access and maintain this critical infrastructure in the future.

- Record Research/ Due Diligence
 - o Design team will review the existing record drawings to determine the anticipated pipe sizes, alignments, manhole locations, potential access locations, and special procedures that may be needed for inspection.
- Pipe Inspection Access Coordination
 - o Access plan for inspection work will be provided to the City for preliminary review prior to mobilizing field crew. Any access requiring clearing of any kind will be discussed with City, Dallas County, and Forest Preserve team prior to executing proposed plan. Care will be taken to minimize any impacts to existing site conditions for inspection work. Access plan will be provided in e-mail format along with pictures and/or schematic-level exhibits, as needed, to document the proposed plan to receive buy-off from Stakeholders. No formal memo or report is anticipated to document this temporary access plan.
- Site Visits:
 - o Design team to visit the site to determine an anticipated access and mobilization plan for field inspections.
 - o If identified access plan requires any additional tree clearing or potential impacts to the existing forested area, design team to attend a site visit along with City staff, Dallas County, and Spring Creek Preserve representatives to confirm access plan and potential impacts and mitigation, if needed, prior to mobilizing (Fee for this task would be billed under Task 5).
- Preliminary Permanent Access Evaluation:
 - o Kimley-Horn will evaluate potential permanent access routes required for operation and maintenance of the existing wastewater infrastructure within the forested areas. Access shall be evaluated to minimize impacts to trees, trails, and other natural features of the forested areas. A single PDF exhibit is anticipated to document the proposed access points. A write-up of the proposed access routes will be included in the overall technical memorandum as described in the following section.
- Technical Memo:
 - o A technical memorandum will be developed summarizing the inspection findings, up to two feasible rehabilitation options, and a schematic level potential pipe realignment alternative. The schematic level pipe realignment route will be evaluated based on a desktop evaluation only. Publicly available LIDAR and aerial imagery will be used along with existing City sewer record drawings to determine a single potential route for future interceptor(s) to replace the current

Spring Creek interceptor within the limits of the evaluation. A full routing study is not included in this contract. No site visits, franchise utility research or coordination, field survey, property research, or other in-depth analysis will be performed at this time. A schematic level plan view only alignment exhibit will be provided showing a single pipe alignment alternative (with up to two parallel interceptors) in order to determine a level of magnitude cost projection for this alternative. Technical memo will also include recommendations for access to the existing pipe associated with potential improvements and future pipe maintenance. The memorandum shall include a map of the evaluated pipelines and anticipated access corridors along with high level cost estimates and timeline for implementation of the discussed alternatives. Cost estimates and timelines will be limited in scope as detailed pipe improvement option evaluation and final improvement recommendations for the existing interceptor will be included under a subsequent contract and scope of work.

- Opinion of Probable Construction Cost:
 - o Up to three (3) schematic level construction cost estimates will be developed showing estimated costs for the following options:
 - Up to two feasible rehabilitation options
 - Installation of new parallel interceptor(s) required to abandon existing sewers in forested area
- Deliverables:
 - o Technical Memorandum in PDF format

Task 4: Wastewater Interceptor Inspection

\$391,353 (Per Unit, Max)

ACE Pipe Cleaning will inspect up to 41,000 linear feet of existing wastewater interceptor within the existing forested area as shown on the attached map.

- Physical Pipe Inspection:
 - o Physical Pipe Inspection and Data Processing shall be as stated in the attached scope of work proposal from ACE Pipe Cleaning and is intended for the pipe limits shown on the attached map. Work is anticipated to include the following:
 - Pipe CCTV Inspection Only - Anticipated for all identified laterals into the main trunk line as shown in the attached map and for any pipes smaller than 24-inches along the main interceptor (~18,700 linear feet).
 - Multi-sensor Inspection with CCTV – Anticipated for main trunk lines along Spring Creek 24-inches and larger as shown on the attached map (~22,300 linear feet).
 - Data processing of raw inspection data.
- Deliverables:
 - o Raw inspection data and CCTV footage for City documentation
 - o Inspection Report in PDF format documenting condition, anomalies, infiltration, and GPS coordinates of inspected pipelines, manholes, and sewer vents

Task 5: Project Coordination and Meetings

\$60,000 (Hourly, Max)

This task shall be an hourly not to exceed task up to 240 hours and to be used only at the request of the City and shall include the following services:

- Weekly update meetings with the design team and the City.
- Monthly invoicing and administrative tasks.
- Coordination with the project team.

Task 6: Public and Stakeholder Meetings

\$60,000 (Hourly, Max)

This task shall be an hourly not to exceed task up to 240 hours and to be used only at the request of the City and shall include the following services:

- Forest Preserve Coordination: Preparation and attendance of meetings with the Spring Creek Forest Preserve organization to gather feedback and historical expertise for consideration as part of the ongoing evaluation process.
- Dallas County Coordination: Preparation and attendance of meetings and ongoing coordination with Dallas County including access coordination onto or through Dallas County property
- Dallas County Trail and Preserve Program (TAPP) Board: Preparation and attendance of at least two meetings with the TAPP Board to present recommendations and solicit feedback.
- Public Meetings: Preparation for and attendance for public meetings coordinated by the City or Forest Preserve
- City Council Meeting Attendance: Preparation for and attendance of Garland City Council Meetings to discuss the ongoing condition assessment of the existing or proposed impacts to the forested areas or condition of the existing Spring Creek Interceptor
- Misc. Meeting Attendance as Requested by the City

Task 7: Limited Tree Inventory

\$55,000 (Hourly, Max)

Once access locations are determined for physical pipe inspection, a limited tree inventory will be performed around the point of access and the path to the point of access. The path assumed to be the minimum necessary to allow the inspection vehicle to pass through to an access point. This task assumes up to eight (8) access points, each with separate access paths. The limited tree inventory will include up to 20 acres total.

Kimley-Horn will compile previous tree inventories (if provided to us), aerial photos, and other related data for use in the GPS data logger.

Tree data will be collected with a handheld GPS unit and will therefore be mapping grade, not survey grade. For each 6-inch and larger tree (measured at DBH) in accordance with the City of Garland Ordinance, the collected data will consist of:

- GPS coordinates (latitude and longitude in decimal degrees)
- Diameter of trunk at breast height (DBH) – City standard for multiple stemmed trees
- Species name (scientific and common)
- General health assessment (healthy, declining, or hazard)
- Tag number – each recorded tree will be physically identified using a pre-numbered aluminum tag

Black walnut, as a species of high importance, will be specifically called out on deliverables. Utilizing collected GPS data, Kimley-Horn will map and quantify existing trees. The deliverable will consist of a spreadsheet with the collected tree data and a GIS or CAD file showing the approximate locations of the trees collected. Paper maps will also be provided, if requested.

Note: While we will endeavor to tag and locate all trees, as described above, it may not be practicable to do so. Some trees may be missed in areas of heavy tree coverage or limited access.

Task 8: Special Services

\$50,000 (Hourly, Max)

Additional work beyond the current scope as authorized by City during project (as needed).

Fee and Expenses

Kimley-Horn will perform the services for the fees stated below. Individual task amounts are informational only.

Task	Description	Anticipated Fee
<u>Basic Services (Lump Sum)</u>		
1	Forested Area Impact Analysis	\$35,000 (LS)
2	Preliminary Topographic and Aerial Survey	\$40,000 (LS)
3	Wastewater Interceptor Alternative and Access Evaluation	\$96,500 (LS)
	Subtotal of Lump Sum Services:	\$171,500 (LS)
<u>Basic Services (Per Unit)</u>		
4	Wastewater Interceptor Inspection	\$391,353 (Per Unit)
	Subtotal of Per Unit Services:	\$391,353 (Per Unit)
<u>Hourly Services (Hourly)</u>		
5	Project Coordination and Meetings	\$60,000 (Hourly)
6	Public and Stakeholder Meetings	\$60,000 (Hourly)
7	Limited Tree Inventory	\$55,000 (Hourly)
8	Special Services	\$50,000 (Hourly)
9	Reimbursables	\$2,000
	Subtotal of Hourly Services:	\$227,000 (Hourly)
	<u>Total</u>	\$789,853

Kimley-Horn will perform the services in Tasks 1 through 3 for the total lump sum fee as shown. All permitting, application, and similar project fees will be paid directly by the City, if required. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Kimley-Horn's subconsultant, ACE Pipe Cleaning, will perform the services in Task 4 on a per unit, not to exceed basis as outlined in the attached scope of work. Subconsultant's invoices will be billed at 1.10 times the cost.

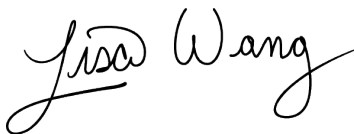
Kimley-Horn will perform the services in Tasks 5 through 8 on a labor fee plus expense (reimbursable) basis as shown below. Task 9 will be used to bill direct expenses such as car mileage or express delivery fees, as incurred throughout the project.

Kimley-Horn will not exceed the total projected reimbursable fee shown above without authorization from the City. Individual task amounts are provided for budgeting purposes only. Kimley-Horn reserves the right to reallocate amounts among reimbursable tasks as necessary.

Hourly tasks will be billed according to our then current and agreed upon hourly rate (see following current rate schedule), which is subject to bi-annual adjustment. As to these tasks, direct reimbursable expenses such as express delivery services, car mileage, and other direct expenses will be billed at 1.15 times cost. A percentage of the labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project may be billed hourly.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Sincerely,



Lisa Wang, P.E.
Kimley-Horn and Associates, Inc.



Jessica Little, P.E., CFM
Kimley-Horn and Associates, Inc.

Kimley-Horn and Associates, Inc.

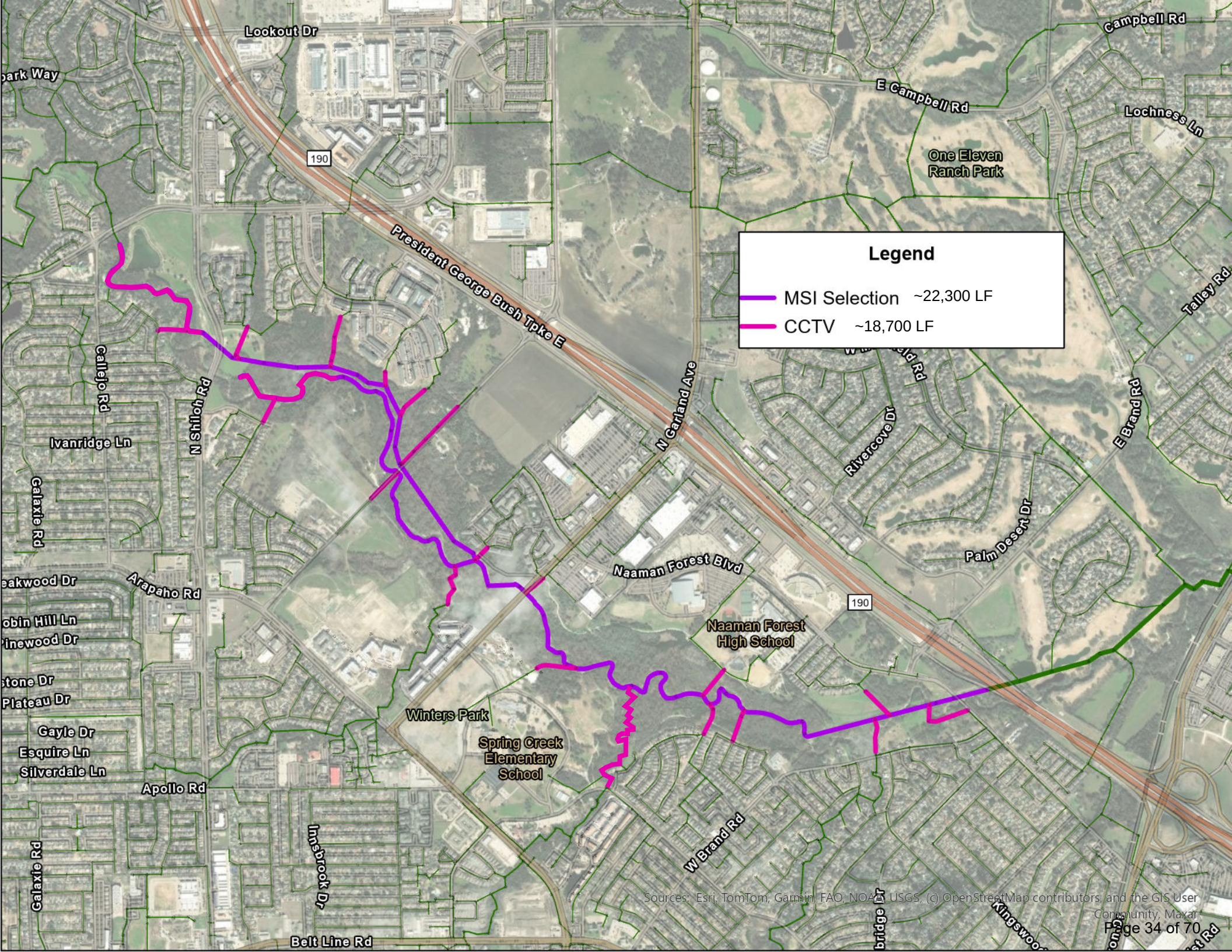
Standard Rate Schedule

(Hourly Rate)

Analyst	\$175 - \$260
Professional	\$250 - \$315
Senior Professional I	\$275 - \$380
Senior Professional II	\$370 - \$400
Senior Technical Support	\$170 - \$295
Support Staff	\$115 - \$160
Technical Support	\$130 - \$165

Effective through December 31, 2025

Subject to annual adjustment thereafter



Legend

- MSI Selection ~22,300 LF
- CCTV ~18,700 LF



ACE PIPE CLEANING
A Carylton Company

6601 Universal Avenue
Kansas City, MO 64120
p: (816) 241-2891
f: (816) 241-5054
office@acepipe.com

CONTRACT PROPOSAL

Date: 8/21/25

Customer: **Kimley-Horn**

Attn: **Marty Paris**

Address: **13455 Noel Road Two Galleria Office Tower Suite 700
Dallas TX 75240**

Email: **marty.paris@kimley-horn.com**

Phone: **972-776-1732**

Proposal #: 25-711R

1. PROJECT DESCRIPTION:

Garland, TX – Spring Creek Interceptor Investigation

2. SCOPE OF WORK:

Ace Pipe Cleaning, Inc. ("APC") will provide the labor, equipment, material, and supplies for work performed on the Project in accordance with this Proposal (the "Work"), and will include the following:

APC will provide Level 2 MHI & GPC of manhole structures, Pre-CCTV, Sonde to locate buried assets, Multi-Sensor Inspection (MSI), push camera and smoke testing as directed by customer.

3. PRICING AND PAYMENT:

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Level 2 MHI and GPS of manhole structure	120	ea	\$ 435.00	\$ 52,200.00
Pre CCTV of lateral to determine cleaning effort (off road)	18700	lf	\$ 2.35	\$ 43,945.00
Sonde to locate buried assets	30	ea	\$ 175.00	\$ 5,250.00
reverse inspection due to obstruction	50	ea	\$ 150.00	\$ 7,500.00
MSI of Interceptor 24" and above (includes post processing of laser and sonar)	22300	lf	\$ 7.95	\$ 177,285.00
push camera inspection of venting pipe	50	hr	\$ 385.00	\$ 19,250.00
smoke testing of manhole structures	17	ea	\$ 670.00	\$ 11,390.00
run off protection matting laterals	6	sites	\$ 2,000.00	\$ 12,000.00
GPS of structure unable to open	25	ea	\$ 75.00	\$ 1,875.00
PACP reporting Granite V7	1	ls	\$ 2,000.00	\$ 2,000.00
CCTV, MSI, GPS and Smoke testing mobilization/demobilization	1	ls	\$ 5,000.00	\$ 5,000.00
Traffic Control (lane closure or deviation)	4	ea	\$ 1,895.00	\$ 7,580.00
CSE	30	ea	\$ 350.00	\$ 10,500.00
TOTAL ESTIMATED PRICE				\$ 355,775.00

Payment shall be due Net 30 days from APC's invoice date. Quantities are estimated. Billing will reflect actual quantities achieved.

4. SCHEDULE: To be determined upon acceptance of this Proposal.

5. CLARIFICATIONS/ASSUMPTIONS; TERMS & CONDITIONS: The Clarifications/Assumptions are part of this Proposal. APC's Terms and Conditions are attached and are incorporated into and part of this Proposal. Please review the Clarifications/Assumptions and APC's Terms and Conditions carefully. The pricing is based upon Customer's acceptance of APC's Clarifications/Assumptions and Terms and Conditions. This Proposal represents our complete offering. If there are any conflicts between Customer's requirements or plans and specifications and this Proposal, this Proposal shall govern.

PREVAILING WAGE? YES NO x

If yes, please provide Wage Determination.

TAX EXEMPT? YES NO x

If yes, please provide Tax Exemption Certificate.

ACE PIPE CLEANING, INC.	ACCEPTED by CUSTOMER:
Signed: <u>Casey Carlentine</u> Date <u>8/21/25</u> Title: <u>Ops Manager</u>	Signed: _____ Date _____ Title: _____

CLARIFICATIONS / ASSUMPTIONS

All pricing is conditioned upon the Clarifications/Assumptions listed below.

1. CLARIFICATIONS:

- a. The Proposal excludes any sales or use or other similar taxes. If the Project is tax exempt, Customer shall provide APC the appropriate documentation.
- b. Except as otherwise stated herein, the Proposal does not include payment of prevailing wages or certified payroll reporting. If payment of prevailing wages or submission of certified payroll reports is required, Owner shall provide a wage determination sheet and/or certified payroll instructions.
- c. Except as otherwise stated herein, the Proposal does not include by-pass pumping.
- d. Any corrections, repairs, or extractions required due to existing structural defects or failures are excluded from the Work.
- e. Customer will obtain all necessary permits at no cost to APC.
- f. APC will provide light traffic control (cones) if needed.
- g. The quoted price does not include cleaning the pipe. APC can estimate cleaning, if needed.
- h. The CCTV inspection will be performed using a robotic camera capable of recording the condition of the pipe. Data will be generated in digital and physical report format and will provide logged information of pipe condition, calling out defects (such as root intrusions, pipe separations, cracks, decay, and crumbling) as necessary. All APC data technicians are NASSCO PACP certified.
- i. The MSI Data will be professionally processed by a third-party company and returned to Owner/Engineer in approximately 4 to 6 weeks from the date of the Processing Center's receipt..
- j. Cleaning effort to be determined by CCTV Inspections, MSI to include laser and sonar of interceptor MSI unit is only able to inspect in downstream direction with flow.
- k. Smoke testing includes plugging of outgoing pipes and CSE. Smoke testing home and business notifications to be handled by City personnel.
- l. If either unit is stuck due to pipe conditions, debris, roots, offset joints, city to assist with bypass and retrieval of inspection equipment.
- m. Any structure within a waterway either partially surrounded by or fully submerged will not be opened or inspected. GPS of structure may be possible unopened.

2. ASSUMPTIONS:

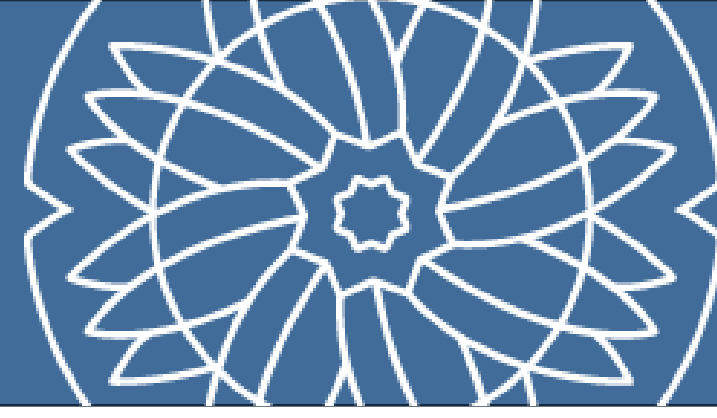
- a. Customer will provide free access to the work site which will be adequate for APC's equipment and will be within 150 feet from the access point. APC reserves the right to charge Customer if additional mobilizations are required if access is not available.
- b. Customer will coordinate the Work with any private property owners.
- c. Customer will provide environmentally responsible disposal site if cleaning occurs.
- d. Customer will provide water for cleaning and access to hydrant and hydrant meter if cleaning occurs.
- e. Pricing is subject to change 30 days from the date of the proposal.
- f. There are no hazardous materials present in the project area.



GARLAND

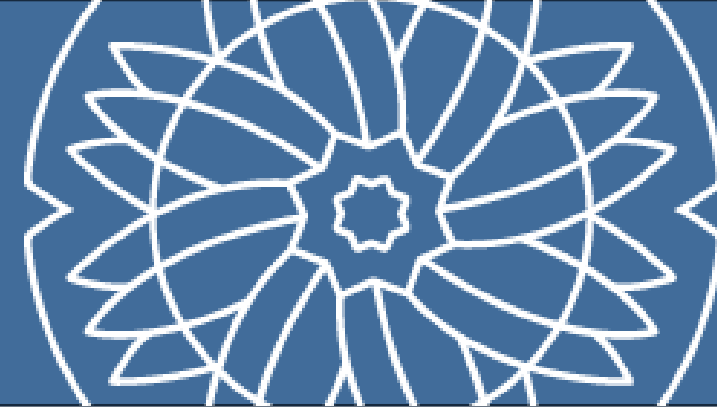
Spring Creek Forest Preserve — Assessment & Recommendations

October 6, 2025 Work Session



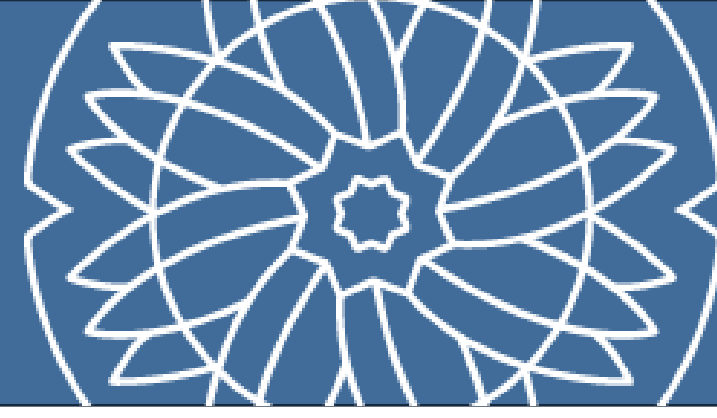
Immediate Actions

- Coordinate proposed work activities and stakeholder meetings with Garland Parks & Recreation Department, Dallas County, and Preservation Society for Spring Creek Forest.
- Create an erosion protection plan for the disturbed areas of the Preserve.
- Produce a Technical Memo on Preserve Damage Assessment (impacted trees, wildlife, plants, etc.).
- Provide recommendations for the clearing of brush and tree material and small tributaries to remove flow restrictions.



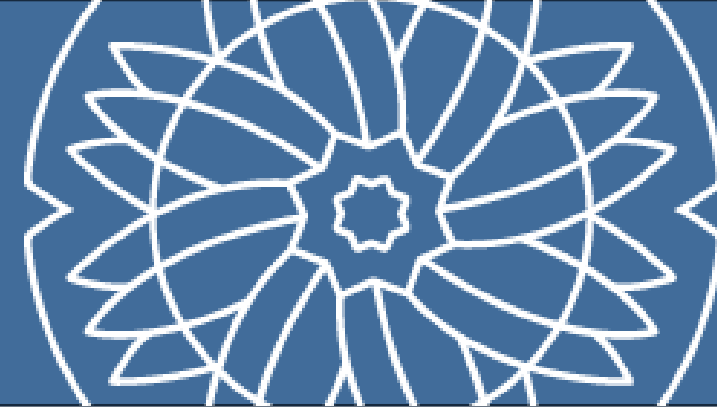
Survey of Impacted Areas & Access Plan

- Conduct topographic and drone surveys of creek and Preserve to determine the limits of impacted area.
- Produce a GIS map of the cleared areas.
- Evaluate potential access routes and conduct tree inventory around access points.
- Develop recommendations for permanent access plan for ongoing maintenance of wastewater infrastructure.



Inspection & Condition Assessment

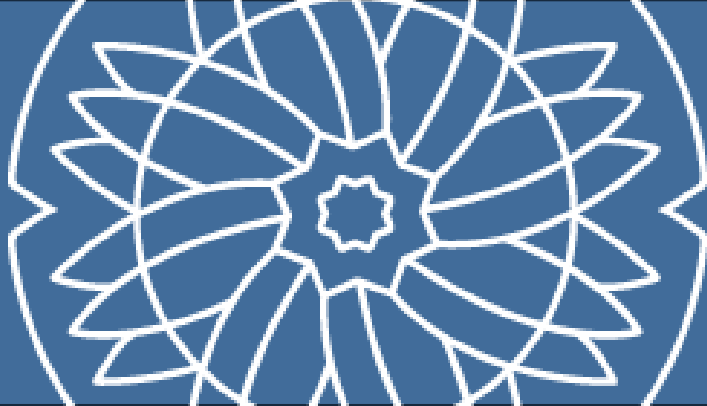
- Inspection of all wastewater lines located within the Preserve.
- Multi-sensor & CCTV inspection of the interceptor mains, manholes, and vents.
- CCTV inspection of smaller mains and manholes that connect to the interceptor.
- GPS locations of all pipes and manholes.



Future Realignment or Rehabilitation of Interceptor

- Opinion of probable construction cost (OPCC) for rehabilitation and in-place-replacement options.
- Alternative alignment considerations to abandon the existing interceptor and construct new interceptor outside of the Preserve.

Milestone Schedule



Phase 1 Milestones	2025					2026		
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Scoping, City Review, & Coordination								
Council Approval & Notice to Proceed								
Topo & Aerial Survey								
Forest Preserve Impact Analysis								
Wastewater Inspection Access Coordination								
Wastewater Interceptor Field Inspection								
Wastewater Interceptor Data Processing								
Wastewater Interceptor Condition Assessment Memo								

Thank You

Questions?





GARLAND

CITY COUNCIL STAFF REPORT

5

Meeting Date: October 6, 2025

Title: Garland Cultural Arts Commission, Inc. Hotel Occupancy Tax Revenue Budget, Sub-grant Recipients and Hotel Occupancy Tax Program Management Agreement

Submitted by: Amy Rosenthal, Cultural Arts Director

Strategic Focus Area: Commercially Thriving Downtown

Issue / Summary

Staff seeks Council approval of the 2025-2026 budget of the Garland Cultural Arts Commission, Inc.(GCACI) and sub-grant recipients, and authorization of the City Manager's execution of the "Hotel Occupancy Tax Program Management Agreement" between the City of Garland and the GCACI.

Background

In February 1986, the Garland City Council created the nine-member Garland Cultural Arts Commission to serve as a liaison between the city and all community-based arts related programs, as well as historical organizations. The Commission's primary goal is to increase the visibility of the arts and promote an active and diverse arts culture in Garland. In 1987, the Commission created the private non-profit Garland Cultural Arts Commission, Inc. (GCACI) to pursue various sources of revenue, contributions and support in order to grow a cultural arts grant program to provide funding assistance to meritorious arts and historical groups. The GCACI administers this grant program, funded primarily through revenues received from Hotel Occupancy Tax funds. Since the program's inception in 1987, grant funds have contributed over \$2 million towards the advancement of local cultural arts organizations. GCACI's extensive promotional efforts have been the foundation for building Garland's cultural tourism, which attracts thousands of arts patrons from throughout North Texas to Garland's arts facilities and activities. The Cultural Arts staff reviews the applicants to ensure all organizations presented to the GCACI have met the requirements for the granting process. The GCACI conducts interviews with each organization requesting funding, and then moves through the process with staff's guidance using a scoring rubric for applicants, followed by open panel discussion and award granting.

Consideration / Recommendation

The attached "Hotel Occupancy Tax Program Management Agreement" in the amount of \$163,868 provides the GCACI with a percentage of the hotel occupancy tax net revenue from Quarter 3 of 2024 through Quarter 2 of 2025. As a provision of this agreement, the GCACI annually adopts a budget which details the proposed expenditures of the revenues provided by this program. Attachments include the GCACI budget and list of GCACI sub-grant recipients approved on September 16, 2025, by the GCACI for this 2025-2026 fiscal year. Staff recommends approval of the 2025-2026 GCACI budget and list of sub-grant recipients, and authorization of the City's execution of the agreement.

Attachments

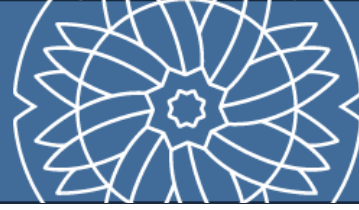
- A. GCAC Recommendations FY26 and CA Update
- B. GCAC Inc Recommendations FY26
- C. Proposed Budget GCAC Inc FY26 Council
- D. Hotel Agreement GCAC Inc 2025 2026



GARLAND

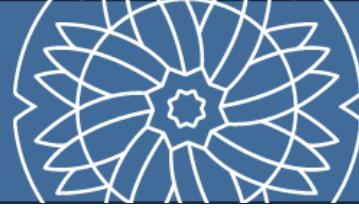
Cultural Arts GCAC, Inc. Grant Recommendations & Arts Update

October 6, 2025



- Online application process for arts groups & commissioners
- Open Aug 1 & Due Aug 31
- Commissioner interviews Sept 9
- Commissioners submit scores Sept 14
- Commissioners vote on Award Recommendations based on scores Sept 16
- Council Work Session to present Award Recommendations Oct 6
- Council Regular Session to Confirm Awards Oct 6

GCAC, Inc. – Applicant Overview



2023 Applicants:

1. Accolade Community Theatre
2. Achievement Center
3. Breitling Performing Arts
4. Company of Rowlett Players
5. Culture Makers
6. Dallas Ballet Company
7. Ek Sitara **
8. Friends of Magic 11th St
9. Garland Civic Theatre
10. Garland Summer Musicals
11. Garland Symphony Orchestra
12. Landmark Heritage Society
13. Master Music Company
14. MLK Productions
15. Prism Movement Theatre **
16. Red Warriors
17. Reel Owl Cinema
18. Spectacular Follies
19. Texas Winds

2024 Applicants:

1. Accolade Community Theatre
 2. Achievement Center
 3. Breitling Performing Arts
 4. Company of Rowlett Players
 5. Culture Makers
 6. Dallas Ballet Company
 7. Ek Sitara
 8. Friends of Magic 11th St
 9. Garland Civic Theatre
 10. Garland Summer Musicals
 11. Garland Symphony Orchestra
 12. Landmark Heritage Society
 13. MLK Productions
 14. Prayaanam **
 15. Reel Owl Cinema
 16. Spectacular Follies
 17. Texas Winds
 18. Work/Shop **
- (6 applications started – not submitted)

2025 Applicants:

1. Accolade Community Theatre
 2. Achievement Center
 3. Bright Lights Theatre **
 4. Breitling Performing Arts
 5. Company of Rowlett Players
 6. Culture Makers
 7. Dallas Ballet Company
 8. Ek Sitara
 9. Friends of Magic 11th St
 10. Garland Civic Theatre
 11. Garland Creates **
 12. Garland Summer Musicals
 13. Garland Symphony Orchestra
 14. Landmark Heritage Society
 15. MLK Productions
 16. Prayaanam
 17. Reel Owl Cinema
 18. Spectacular Follies
 19. Texas Winds
- (13 applications started – not submitted)

GCAC, Inc. – FY26 Proposed Budget



REVENUES

Hotel Occupancy Tax Revenue **163,868**

Site Fees + Donations 14,000

TOTAL REVENUES **\$177,868**

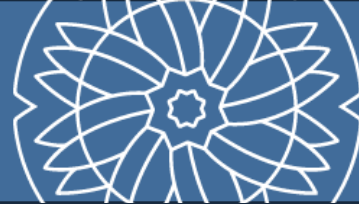
EXPENDITURES

Grant Awards **160,000**

GISD Awards & Reception 4,500
Event Support & Entertainers 12,500
Art Vibe Garland! 1,000
Chamber & Arts Memberships 3,425
CPA Fees & Admin Services 1,000

TOTAL EXPENDITURES **\$182,425**

GCAC, Inc. – FY26 Proposed Awards



- \$261,529 requested
- \$160,000 allocated for awards
- (+1k from \$159,000 in FY26)
- 19 applicants
- 2 new organizations

Organization	2025-2026 Award Amounts	
	GCAC Grant	Youth Subsidy
Garland Summer Musicals	\$33,000	\$3,000
Garland Civic Theatre	\$29,000	\$0
Garland Symphony Orchestra	\$20,000	\$1,200
Breitling Performing Arts	\$8,000	\$3,000
Company of Rowlett	\$7,000	\$3,000
Dallas Ballet Company	\$24,000	n/a
Magic 11th Street	\$4,500	n/a
NAACP	\$4,500	n/a
Garland Landmark Society	\$4,500	n/a
Reel Owl Cinema Booster	\$4,500	n/a
Spectacular Follies	\$4,500	n/a
Accolade Community Theatre	\$3,500	n/a
Texas Winds Musical Outreach	\$3,500	n/a
Achievement Center of Texas	\$3,000	n/a
Culture Makers	\$3,000	n/a
Prayaanam	\$1,500	n/a
Ek Sitara	\$1,000	n/a
Bright Lights Theatre	\$500	n/a
Garland Creates	\$500	n/a
	\$160,000	\$10,200
Affiliates		
Associates		

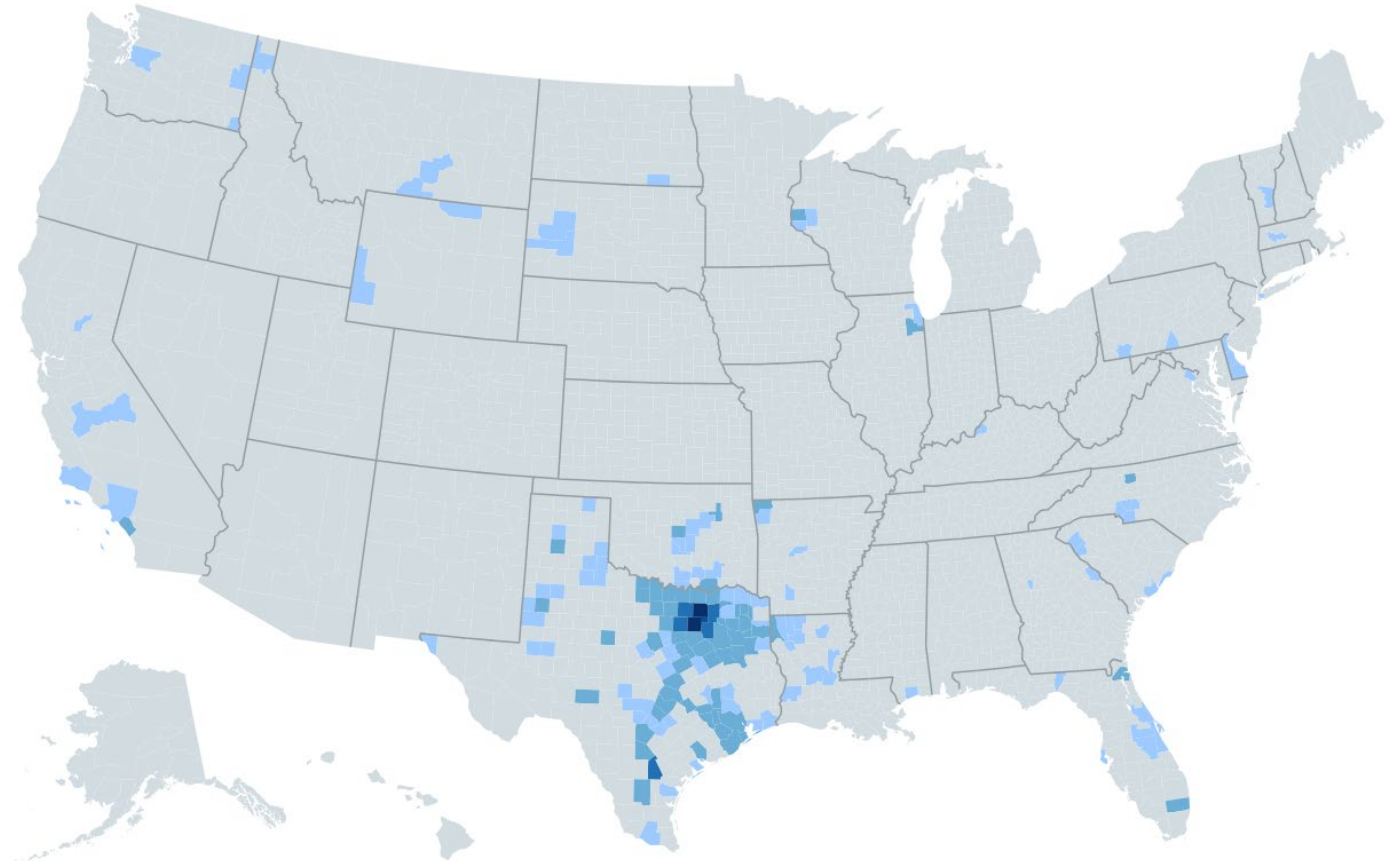
Cultural Arts Presents – FY25 in Review



Ticket Buyers Past 12 Months



- Presented programs top priority in Cultural Arts Plan
- Supplements our local groups
- Supports Cultural District as Destination

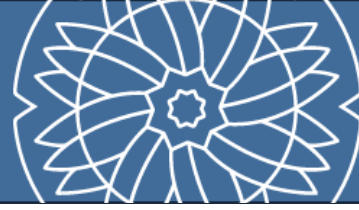


Cultural Arts Collaborations FY25



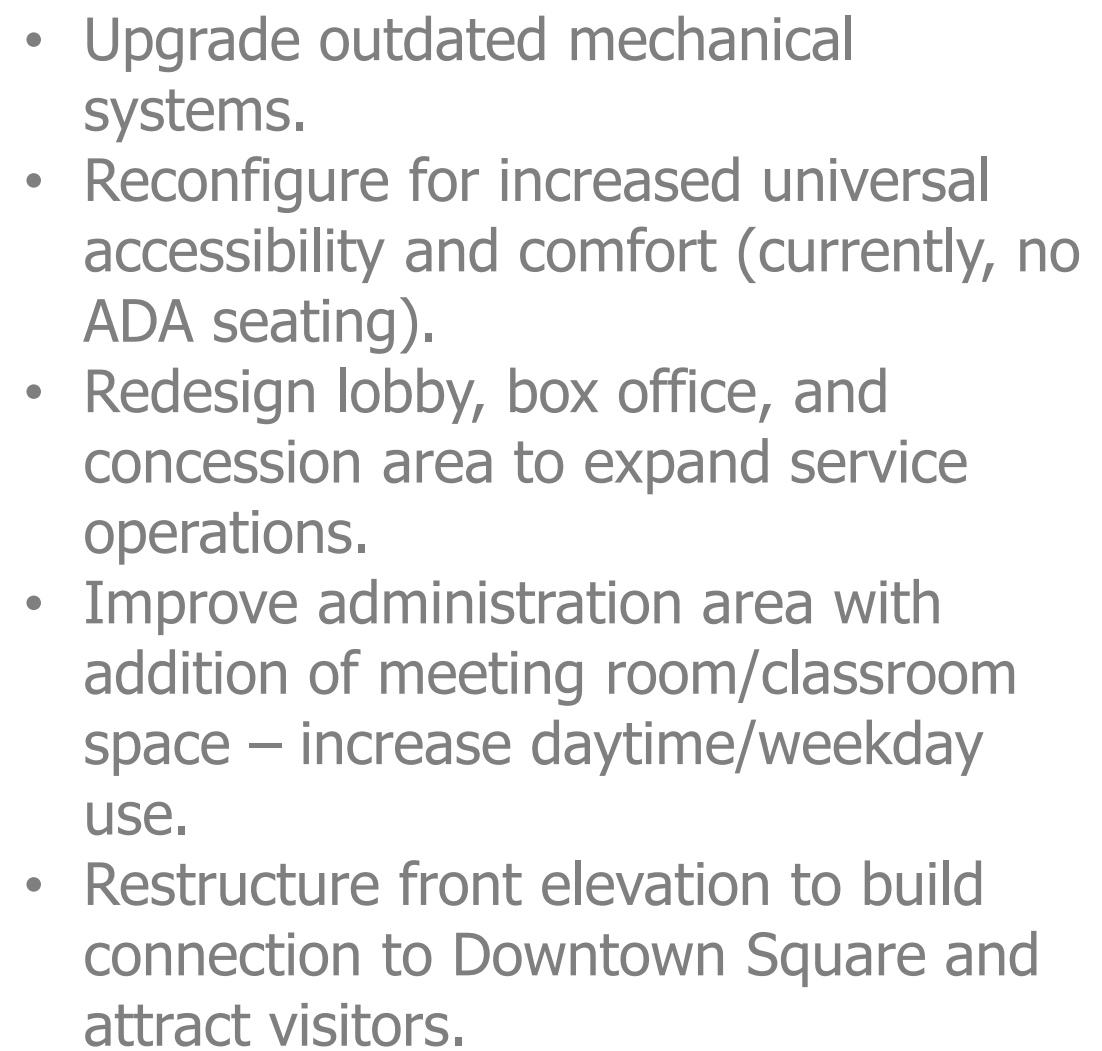
- Art Vibe!
- Art at Every Turn
- Garland Dia de los Muertos
- It Came From Texas Film Festival & Bankhead Film Festival

What's Ahead for FY26

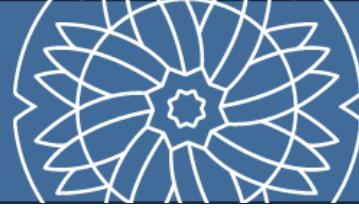


- Elida Reyna Farewell Tour – Oct 2025
- Mind Over Laughter – Oct 2025
- Gary Morris: Christmas in Garland - Dec 2025
- Battle Grounds Breakdancing Showcase – Jan 2026
- Quinceanera Expo – Feb 2026
- GISD Student Film Festival – March 2026
- The Flats Art Installation – May 2026





#GranvilleGlowUp – RFQ Design Process



- Specialized project with unique considerations.
- Not just new build – but renovation with stakeholders.
- Write RFQ Design Services to be as flexible as possible.
- Pre-submittal 40 attendees on August 27
- 16 RFQ Applications
- Design 2026/2027

Cultural Arts Commitment



- Book space 1 year in advance. Begin working with clients and resident companies to navigate options.
- Help identify alternate venues – GISD, Parks & Recreation facilities, The Atrium.
- Continued support with ticketing & promotions for clients and resident companies.
- Turn construction into a community adventure! Plan activities strategically to keep disruptions to a minimum, while incorporating creative ways for local involvement.

Thank You

Questions?

Garland Cultural Arts Commission, Inc.
Grant Recommendations FY26
Programs October 1, 2025 to September 30, 2026

Organization	2025-2026 Award Amounts	
	GCAC Grant	Youth Subsidy
Garland Summer Musicals	\$33,000	\$3,000
Garland Civic Theatre	\$29,000	\$0
Garland Symphony Orchestra	\$20,000	\$1,200
Breitling Performing Arts	\$8,000	\$3,000
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Culture Makers	\$3,000	n/a
Prayaanam	\$1,500	n/a
Ek Sitara	\$1,000	n/a
Bright Lights Theatre	\$500	n/a
Garland Creates	\$500	n/a
	\$160,000	\$10,200
Affiliates		
Associates		

**FY26 - 2025-2026 Proposed Budget
Garland Cultural Arts Commission, Inc.**

REVENUES

Hotel Occupancy Tax Revenue	163,868
Donation	7,000
Dia De Los Muertos Site Fees	3,000
Big Art Day Site Fees	4,000
TOTAL INCOME	\$177,868

EXPENDITURES

Grant Awards	160,000
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Additional Arts Activities & Promotions

GISD Arts Competition Awards & Reception	4,500
DDLMEntertainers (Katrina Contest Winners)	2,500
Big Art Day – Art Made Here	10,000
Art Vibe Garland!	1,000

Membership/Misc Administrative

Chamber Membership	600
Business Council for the Arts Membership + Leadership	2,825
CPA Fees & Admin Services	1,000

TOTAL EXPENSES	\$182,425
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GARLAND CULTURAL ARTS COMMISSION, INC. (GCACI)
HOTEL OCCUPANCY TAX
PROGRAM MANAGEMENT AGREEMENT

This Hotel Occupancy Tax Program Management Agreement (this “Agreement”) is made and entered into by and between the City of Garland, Texas, a Texas home-rule municipality (the “City”) and the Garland Cultural Arts Commission, Inc., a non-profit corporation organized under the laws of Texas (“GCACI”).

WHEREAS, Chapter 351, TEXAS TAX CODE authorizes a municipality that levies and collects a hotel occupancy tax to expend a portion of the revenues from such tax for the encouragement, promotion, improvement and application of the arts, and for certain historical preservation and restoration projects, activities and related promotions; and

WHEREAS, Sec. 351.101(c), TEX. TAX CODE, authorizes the governing body of a municipality to delegate by contract the management or supervision of programs and activities funded with revenue from the hotel occupancy tax authorized by Chapter 351, Texas Tax Code; and

WHEREAS, GCACI has agreed to manage and supervise various programs and activities relating to the encouragement, promotion, improvement and application of the arts;

NOW, THEREFORE, in consideration of the following mutual covenants and promises, the City and GCACI agree as follows:

Section 1. General Responsibilities of the GCACI. GCACI shall develop, operate, and administer: (i) programs and activities for the encouragement, promotion, improvement, and application of cultural arts within the City and at City facilities; and (ii) projects, activities, advertising and promotional programs for historical restoration and preservation. A detailed, written description of all such programs, activities, projects, advertisements, and promotions (collectively referred to as the “Program”) shall be provided to the City Manager annually upon renewal of this Agreement and shall be updated not less than quarterly as part of the periodic reporting required by Section 4 of this Agreement.

Section 2. Hotel Occupancy Tax Revenues. In consideration of GCACI’s development, operation, and administration of the Program, the City shall pay to GCACI **\$163,868.00**. In no event shall the payment under this Agreement exceed the amount City may lawfully allocate under Sec. 351.103(c) or fifteen percent (15%) of the hotel occupancy tax revenue actually received in hand by the City for the applicable fiscal quarter(s) used to calculate the amount. The City shall remit payment of Program funds to GCACI on or before October 30, 2024. GCACI shall maintain all revenues received by the City under this Agreement in a separate account established for that purpose and may not commingle that revenue with any other money.

Section 3. Budget. GCACI shall annually prepare and submit to the City a budget detailing all proposed uses and expenditures of the revenues to be provided to the GCACI under this Agreement, including any and all proposed uses and expenditures of revenues intended to be granted by GCACI to subgrantees. If approved by the City Council of the

City, the budget shall be made a part of this Agreement as Exhibit “A”, and all of GCACI expenditures of revenues received by the City under this Agreement shall be made in accordance with the approved budget.

Section 4. Limitation on Expenditures; Periodic Reporting.

- (A) For the purposes of this agreement, “convention center facilities” means facilities that are primarily used to host conventions and meetings. The term means civic centers, civic center buildings, auditoriums, exhibition halls, and coliseums that are owned by the City or that are managed in whole or part by the City.
- (B) Revenue from hotel occupancy taxes paid to GCACI by the City under this Agreement shall be used only to promote tourism and the convention and hotel industry, and that use is limited to the following:
 - (1) the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both;
 - (2) the furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
 - (3) advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the City;
 - (4) The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creating writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms.
 - (5) Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums:
 - (a) at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - (b) located elsewhere in the City or its vicinity that would be frequented by tourists and convention delegates; and
 - (6) Any other related purpose authorized by Chapter 351, TEX. TAX CODE, as may be amended from time to time.
- (C) None of the hotel occupancy tax revenues provided to GCACI under this Agreement may be spent for:

- (1) travel for a person to attend an event or conduct an activity, the primary purpose of which is not directly related to the promotion of tourism and the convention and hotel industry or the performance of the person's job in an efficient and professional manner; or
 - (2) programs, activities, or any other use located outside the territorial limits of the City of Garland.
- (D) GCACI shall provide a written report to the City Council, through the City Manager no less than quarterly each City fiscal year listing the expenditures made by the GCACI with and or the hotel occupancy tax revenue provided to GCACI under this Agreement. Additionally, on an annual basis, GCACI shall send to the City Manager a written report showing the activities conducted under the GCACI program for the preceding year. The report shall also indicate cumulative expenses and revenues for the preceding year. Financial reports shall show the relationship of actual expenses to the authorized budgeted expenses shown in the budget.
- (E) In addition to making, submitting, and filing the report in the manner described above, GCACI, if requested by the City shall make an oral presentation of such report at a regular City Council meeting. Minutes and financial reports shall be sent to the City Manager and City's Internal Audit Department after each quarterly meeting.
- (F) Subgrants. GCACI may by written contract make subgrants of Program funds for the encouragement, promotion, improvement, and application of the arts, to another person, entity or private organization. Prior to making subgrants of Program funds to third-parties, GCACI must include the proposed subgrant, including detailing the identity of the subgrantee and all proposed uses of the Program funds, in the budget required by above Section 3 and approved by the City Council. Written contracts between GCACI and subgrantees shall require that the subgrantee:
- (1) restrict the use of Program funds to the program or activity expressly identified in the approved budget;
 - (2) at least annually make periodic reports to the governing body of its expenditures of Program funds;
 - (3) make any and all records of these expenditures available for review by the City; and
 - (4) return to GCACI any and all Program funds not spent within the budget year in which the funds were granted.

Section 5. Responsibility for Funds; Audit of the GCACI.

- (A) GCACI acknowledges that the approval by the City Council of the annual budget of the GCACI for the functions and activities to be undertaken by GCACI pursuant to this Agreement creates a fiduciary duty in the GCACI with respect to the revenue provided by the hotel occupancy taxes that are made available to GCACI under this Agreement.

(B) GCACI shall maintain complete and accurate financial records of all expenditures of revenues provided to GCACI by the City under this Agreement. GCACI shall make all such books and records fully, completely and promptly available to the City through which an operational audit of all funds and activities of the Program may be made by the Internal Auditor of the City.

Section 6. Prohibition on Discrimination. GCACI shall not discriminate against any person in the development, operation or administration of any aspect of the Program on the basis of race, creed, sex, national origin or handicapped status.

Section 7. Termination. Either party may terminate this Agreement, at will and without cause, by giving written notice of termination to the other party not less than thirty-days prior to the date of termination. Upon the termination of this contract, either due to the expiration of the stated term hereof or due to the exercises by either party of the above described right of termination, any balance of funds in the account established for the GCACI program, as well as any equipment or other party which has been purchased from those accounts or transferred from the City shall belong to and be returned to the City. This provision shall not prevent the City and the GCACI from agreeing to use any such fund balance for the continuation of the GCACI program in the event the parties enter into another subsequent contract. The City shall not be responsible for any obligations made outside the contract period.

Section 8. Notices. Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by a courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

Section 9. No Assignment. Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

Section 10. Severability. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provision of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

Section 11. Waiver. Either City or GCACI shall have the right to waive any requirement contained in this Agreement, which intended for the waiving party's benefit, but except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended. No waiver of any breach or violation of any term of this Agreement shall be deemed or construed to constitute a waive of any

other breach or violation, whether concurrent or subsequent, and whether of the same or of a different type of breach or violation.

Section 12. Governing Law; Venue. This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Dallas County, Texas such that exclusive venue for any action arising out of this Agreement shall be in Dallas County, Texas.

Section 13. Paragraph Headings; Construction. The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the negotiation and preparation of this Agreement and this Agreement shall not be construed either more or less strongly against or for either party.

Section 14. Binding Effect. Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

Section 15. Gender. Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

Section 16. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

Section 17. Exhibits. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

Section 18. Computation of Deadlines. If any deadline contained herein ends on a Saturday, Sunday or a legal holiday recognized by the Texas Supreme Court, such deadline shall automatically be extended to the next day that is not a Saturday, Sunday or legal holiday.

Section 19. Entire Agreement. It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally and no written modification of this Agreement shall be effective unless executed by both parties.

Section 20. Relationship of Parties; No Third-Party Beneficiaries. Nothing contained in this Agreement shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership, joint venture, or employment, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the parties hereto shall be deemed to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this

Agreement. Neither party has the authority to enter into contracts or to assume any obligation for the other, nor to make warranties or representations on behalf of the other except in accordance with the express terms of this Agreement or as otherwise authorized in writing by the other. There are no third-party beneficiaries to this Agreement and no third-party beneficiaries are intended by implication or otherwise.

Section 21. Dispute Resolution. In accordance with the provisions of Subchapter I, Chapter 271, TEX. LOCAL GOV'T CODE, the parties agree that prior to instituting any lawsuit or other proceeding arising from a dispute under this agreement, the parties will first attempt to resolve the dispute by taking the following steps: (1) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied party to the other party, which notice shall request a written response to be delivered to the dissatisfied party not less than 5 days after receipt of the notice of dispute. (2) If the dissatisfied party shall give notice to that effect to the other party whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in an effort to resolve the dispute. (3) If those persons cannot or do not resolve the dispute, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the dispute.

Section 22. No Waiver of Immunity or Defense. No party, by execution of this Agreement, waives nor shall be deemed to have waived any immunity or defense that would otherwise be available to it including, without limitation, immunity from liability and suit for damages to one another or to any third-party except as otherwise provided by law.

EXECUTED on the dates indicated below but deemed to be effective as of the 6th day of October, 2025.

GARLAND CULTURAL ARTS COMMISSION, INC.

DeAnne Driver, Chairman

CITY OF GARLAND, TEXAS

Judson Rex, City Manager



GARLAND

CITY COUNCIL STAFF REPORT

6

Meeting Date: October 6, 2025

Title: Audit Committee Meeting Report

Submitted by: Erin Penney, Senior Auditor

Strategic Focus Area: Sound Governance and Finances

Issue / Summary

Councilmember Ed Moore, Chair of the Internal Audit Committee, and Jed Johnson, City Auditor, will provide a committee report on the following items:

- a. Weaver Presentation - FY/2025 Audit
- b. Firewheel Golf Course Operations Audit
- c. Fire Controlled Substance Audit
- d. Liability Claims Audit Follow-up

Background

Staff will provide City Council with updates on recently completed audits by the Internal Audit Department.

Consideration / Recommendation

Council discussion.

Attachments

None



GARLAND

CITY COUNCIL STAFF REPORT

7

Meeting Date: October 6, 2025

Title: Councilmember Kris Beard

- Elizabeth Mitchell -Tax Increment Finance #2 South Board

Submitted by: Jennifer Stubbs, City Secretary

Strategic Focus Area: Future-Focused City Organization

Issue / Summary

There became a vacancy on the TIF #2 Board. Councilmember Beard would like to appoint Elizabeth Mitchell to the TIF #2 Board.

Background

There became a vacancy on the TIF #2 Board. Councilmember Beard would like to appoint Elizabeth Mitchell to the TIF #2 Board. This appointment will be an unexpired term that will end on 8/31/2026.

Consideration / Recommendation

Approve Councilmember Beard's recommendation to the TIF #2 Board.

Attachments

- A. Elizabeth Mitchell Application



GARLAND

TEXAS MADE HERE

Application for City of Garland Boards/Commissions/Committees

Return completed application to City Secretary's Office, 200 N. Fifth St., Garland, Texas 75040 | Email: RDowling@GarlandTX.gov

Please Type or Print Clearly:

Date: 09/24/2025

Name: ELIZABETH (LIZ) MITCHELL

Phone:

Address: 1250 REGAL DRIVE

Phone:

City, State, Zip: GARLAND, TX 75040

Email:

Resident of Garland for 51 years

Resident of Texas for 52 years

Dallas County Voter Registration Number _____

Garland City Council District Number _____

Have you ever been convicted of a felony? _____ Yes ☒ No

Have you ever been convicted of a Class A misdemeanor? _____ Yes ☒ No

Please list any experience that qualifies you to serve in the areas you have indicated.

I HAVE BANKING AND MORTGAGE EXPERIENCE

If you have previously served on a City Board or Commission, please specify and list dates of service.

NO I HAVE NOT SERVED ON ANY BOARD OR COMMISSION.

List civic or community endeavors with which you have been involved.

Member of the GCPAAA AND THE CITIZENS FIREFIGHTERS CLUB

What is your educational background?

HIGH SCHOOL GRADUATE AND SOME COLLEGE

What is your occupational experience?

I WORK AT INWOOD NATIONAL BANK HERE IN GARLAND ON MAIN STREET.

I hereby affirm that all statements herein are true and correct.

Liz Mitchell

Board or Commission of first, second and third choice:

___ Animal Services

___ Board of Adjustment

___ Citizens Environmental and Neighborhood Advisory Committee

___ Civil Service Commission

___ Community Multicultural Commission

___ Garland Cultural Arts Commission

___ Garland Youth Council **

___ Library Board

___ Property Standards Board

___ Parks and Recreation Board

___ Plan Commission *

___ Senior Citizens Advisory Committee

___ Unified Building Standards Commission

** Garland Youth Council has a separate application

FOR OFFICE USE ONLY

Ad Valorem Tax Status

Current _____

Past Due _____

Date Appointed _____

Utility Account Status

Current _____

Past Due _____

Appointed By _____

CSO Suit/Claim Filed

Yes _____ No _____

Date Notified _____

Clerk Signature & Date _____

Disclosure Form Filed _____

Revised 05/2021