GARLAND

AGENDA

CITY COUNCIL WORK SESSION
City of Garland
Work Session Room, City Hall
William E. Dollar Municipal Building
200 North Fifth Street
Garland, Texas
July 31, 2017
6:00 p.m.

DEFINITIONS:

Written Briefing: Items that generally do not require a presentation or discussion by the staff or Council. On these items the staff is seeking direction from the Council or providing information in a written format.

Verbal Briefing: These items do not require written background information or are an update on items previously discussed by the Council.

Regular Item: These items generally require discussion between the Council and staff, boards, commissions, or consultants. These items are often accompanied by a formal presentation followed by discussion.

[Public comment will not be accepted during Work Session unless Council determines otherwise.]

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 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]

1. Consider the Consent Agenda

A member of the City Council may ask for discussion or further information on an item posted as a consent agenda item on the next Regular Meeting of the City Council. The Council Member may also ask that an item on the posted consent agenda be pulled from the consent agenda and considered for a vote separate from consent agenda items on the regular agenda. All discussions or deliberations on this portion of the work session agenda are limited to posted agenda items and may not include a new or unposted subject matter.

2. Written Briefings:

a. Investment Portfolio Summary

The Portfolio Summary is provided to Council each quarter. The report is in compliance with the requirements of the Public Funds Investment Act. Management of the City's portfolios is conducted in accordance with the City Council Statement of Investment Policy and City Council Statement of Investment Strategy.

b. Confirmation of City Health Authority

Dr. Timothy Lambert has served as Garland's Health Authority since June 25, 2005. His current two year term expires October 1, 2017. Dr. Lambert also serves as the Health Authority for the City of Rowlett and the City of Sachse through interlocal agreements. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the August 15, 2017 Regular Meeting.

c. Citywide Entryway Signage Update

Staff will provide the City Council with a written update on the citywide entryway signs.

d. Resale of Tax Foreclosed Property - 228 Loma Drive

Council is requested to approve the sale of 228 Loma Drive and provide an executed deed without warranty. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the August 15, 2017 Regular Meeting.

e. Downtown Square Streets, Sidewalk, Drainage, Infrastructure Engineering Design

Council is requested to consider authorizing staff to enter into a Professional Services Agreement with Kimley-Horn and Associates to provide a comprehensive infrastructure analysis of the rights-of-way surrounding the Downtown Square.

f. Report on Council Official Travel

Council Policy Section 6 (E) A Councilmember shall provide a brief report on any meeting attended at the expense of the City at the next regular meeting of the Council. If multiple Councilmembers attended the same event, a joint report may be made. The City Manager will provide the City Council with an annual written briefing on Council travel and related expenses.

3. Verbal Briefings:

a. DART Update Report

Council will be updated on DART's services, activities, programs and projects within Garland.

b. Windsurf Bay Park

At the request of Council Member Jerry Nickerson and Council Member Rich Aubin, Council is requested to discuss Windsurf Bay Park.

c. Discuss Creation of an Infrastructure Committee

At the request of Council Member Rich Aubin and Council Member Anita Goebel, Council is requested to discuss the creation of an Infrastructure Committee.

d. Review and Approve Final Walnut Street Pedestrian Corridor Design, Project Budget, Authorization to Prepare Bid and Specification Documents, Authorization to Bid Project

Council is requested to approve the final Walnut Street pedestrian design, project budget ($705,000), authorize staff to prepare bid and specification documents, and authorize staff to bid the Walnut Street pedestrian corridor/linear open space project.

e. Downtown Square City Council Mobile Workshop & Design Retreat

Staff will discuss with the City Council scheduling an evening mobile workshop and a Saturday design exercise to assist the City Council with finalizing a design for the Downtown Square. Karen Walz, Strategic Community Solutions, will lead a City Council discussion to review public space best practices and to assist City Council in developing a consensus on the final design direction for the Downtown Square.

f. Council Committee Assignments

Mayor Douglas Athas will provide Council with appointments to Council Committees.

g. Network Nodes in Public Rights-of-Way

Staff will present the City Council with an update to a design manual for network nodes ("small cells") in public rights-of-way, including draft language in accordance with SB 1004.

4. Regular Item:

a. Preview of 2017-18 Proposed Budget

Staff will provide an overview of the City Manager's Proposed Budget for FY 2017-18. The FY 2017-18 Proposed Budget document will officially be presented to Council at the August 1, 2017 Regular Meeting.

5. Discuss Appointments to Boards and Commissions

Mayor Douglas Athas

- Justice Dickson - Garland Youth Council
- Maxwell Lavinsky - Garland Youth Council

Council Member David Gibbons

- Ozair Ali - Garland Youth Council
- Cameron Glick - Garland Youth Counci

Council Member Anita Goebel

- Sydney Colón - Garland Youth Council
- Cynthia Carrillo - Garland Youth Council

Council Member Jerry Nickerson

- Max Luna - Garland Youth Council
- Joshua Joda - Garland Youth Council

Council Member B.J. Williams

- Jazmin Sanchez - Garland Youth Council
- Ester Akapo - Garland Youth Council

Council Member Rich Aubin

- Sarah Cox - Garland Youth Council
- Jade Martinez - Garland Youth Council

Council Member Robert Vera

- Naomie Avila - Garland Youth Council
- Ximena Coronado - Garland Youth Council
- Lori Barnett Dodson - Plan Commission
- Bruce L. Astin - Board of Adjustment
- Jack R. Wyatt Jr. - Building and Fire Codes Board
- Craig Wright - Garland Cultural Arts Commission
- Doug A. Williams - Property Standards Board
- Dorothy McAllister - Library Board

Mayor Pro Tem Scott LeMay

- Elizabeth Rushing - Garland Youth Council
- Jose Rodriguez - Garland Youth Council

Council Member Robert J. Smith

- Patricio Gonzalez - Garland Youth Council
- Katherine Sinclair - Garland Youth Council
- John McDonald - Board of Adjustment
- Vonda Tyson - Community Multicultural Commission
- Trellas Gotcher - Library Board

6. Announce Future Agenda Items

A member of the City Council, 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 a committee of the City Council. No substantive discussion of that item will take place at this time.

7. Adjourn

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **2.a.**

Meeting Date: July 31, 2017

Item Title: Investment Portolio Summary

Submitted By: Steve Anderson, Investment and Debt Administrator

Summary of Request/Problem

Staff presents the Portfolio Summary report to Council each quarter. The report is in compliance with the requirements of the Public Funds Investment Act. Management of the City's portfolios is conducted in accordance with the City Council Statement of Investment Policy and City Council Statement of Investment Strategy.

Recommendation/Action Requested and Justification

The June 30, 2017 Portfolio Summary is presented to inform the Council. Staff will be available to discuss the report with Council.

Attachments

Investment Portfolio 06-30-2017

GARLAND

July 31, 2017

To: Members of the City Council,
City Manager,
and City of Garland Residents

The Portfolio Summary report is presented to Council each quarter. We certify that the June 30, 2017 report is in compliance with the requirements of the Public Funds Investment Act. Management of the City's portfolios is maintained in accordance with the City Council Financial Policy, Statement of Investment Policy and Statement of Investment Strategy.

Steve Anderson
Investment & Debt Director

Matt Watson
Finance Director

Kathryn Ritchie
Controller

City of Garland
Portfolio Summary

The City of Garland Portfolio Summary presents investment portfolio information on eight portfolios. Each portfolio has a purpose with unique investment management characteristics and objectives.

All portfolios and funds on hand are managed in compliance with the requirements of the Public Funds Investment Act. Management of the City's portfolios is conducted in accordance with the City Council Financial Policy, Statement of Investment Policy, and Statement of Investment Strategy.

Treasury Portfolio

The Treasury Portfolio is the primary source of funding City operation and maintenance expenditures. All budgeted revenues as well as bond proceeds are deposited into the Treasury Portfolio. The portfolio is managed so that sufficient liquidity is achieved at all times to support the ongoing operations, maintenance and capital improvements of the City.

General Obligation Interest & Sinking Portfolio

The General Obligation Interest & Sinking Portfolio pays periodic debt service on tax supported debt. Ad Valorem tax collections is the major revenue source. The portfolio is managed to ensure that debt is paid when it becomes due.

Rate Mitigation Portfolio

The Rate Mitigation Portfolio was established in 1997. The assets in the portfolio may be used to either pay Garland Power & Light Electric Utility debt service or to offset rate increases of the Electric Utility. The portfolio is managed according to forecasted funding requirements.

Economic Development Portfolio

The Economic Development Portfolio serves as a funding source for economic development initiatives. The portfolio maintains ample liquidity since a major expenditure can occur within a short amount of time.

CMH Landfill Portfolio

The CMH Landfill Portfolio holds invested funds that will be used to expand the Hinton Landfill when a current refuse cell reaches its capacity. The portfolio is managed so that funding is available when needed.

Water & Sewer Reserve Portfolio

The Water & Sewer Reserve Portfolio is required by Water & Sewer bond covenants. The City is required to set aside a reserve which serves as additional assurance to a bond holder that Water & Sewer debt will be paid when due.

CIP Interim Financing Portfolio

The CIP Interim Financing Portfolio is comprised of funds which will be spent in the General Obligation, the Electric Utility and the Water & Sewer Utility Capital Improvement Programs. The funds are managed to achieve maximum liquidity.

Grants & Other Portfolio

The Grants & Other Portfolio is comprised of funds that have been granted to the City by Federal or State agencies which are yet unspent. Maximum liquidity is required in this portfolio.

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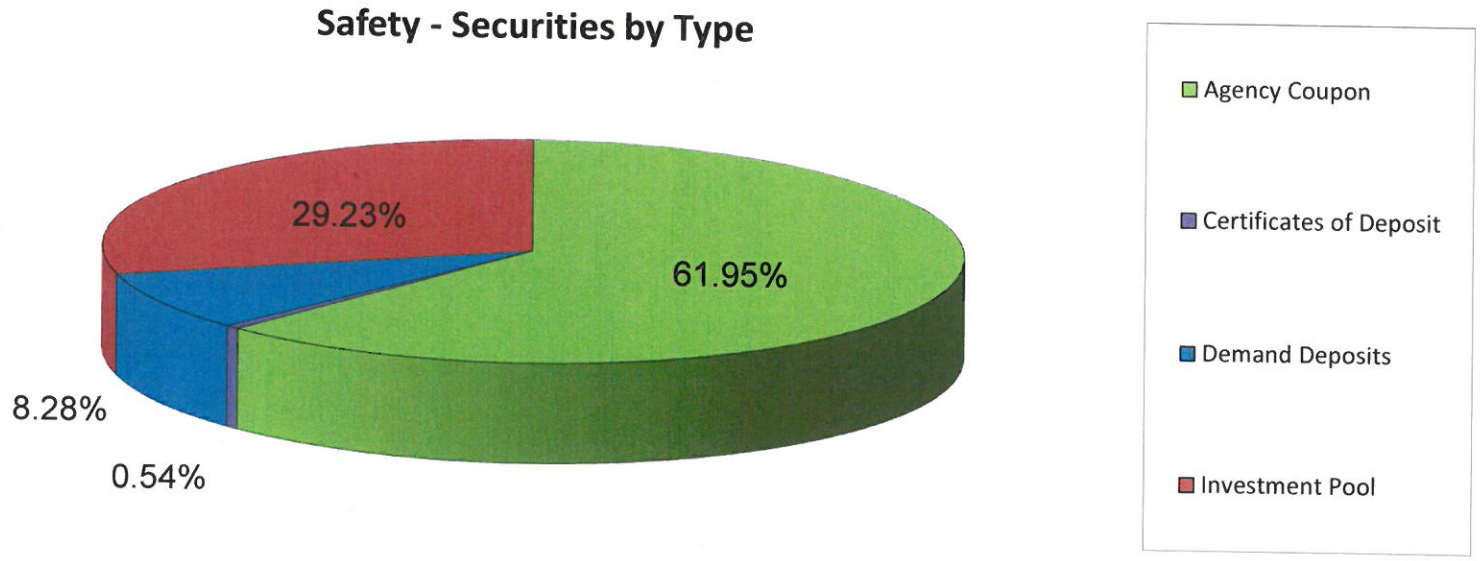
City of Garland Selected Funds
Texas Compliance Summary
Sorted by Investment Class
October 1, 2016 - June 30, 2017

Investment Class			Par Value	Market Value	Book Value	Accrued Interest
> 1 Year FV	Value beginning	10/01/2016	300,514,320.36	300,659,904.94	300,703,799.16	490,629.11
	Net Change		-36,774,320.36	-37,694,138.59	-36,843,830.87	181,595.44
	Value ending	06/30/2017	263,740,000.00	262,965,766.35	263,859,968.29	672,224.55
< 1 Year AC	Value beginning	10/01/2016	161,825,285.42	161,834,530.76	161,828,199.13	26,158.21
	Net Change		10,833,367.28	10,819,168.12	10,830,435.79	1,325.79
	Value ending	06/30/2017	172,658,652.70	172,653,698.88	172,658,634.92	27,484.00
Total	Value beginning	10/01/2016	462,339,605.78	462,494,435.70	462,531,998.29	516,787.32
	Net Change		-25,940,953.08	-26,874,970.47	-26,013,395.08	182,921.23
	Value ending	06/30/2017	436,398,652.70	435,619,465.23	436,518,603.21	699,708.55

Safety - Securities by Type
City of Garland, Texas
June 30, 2017

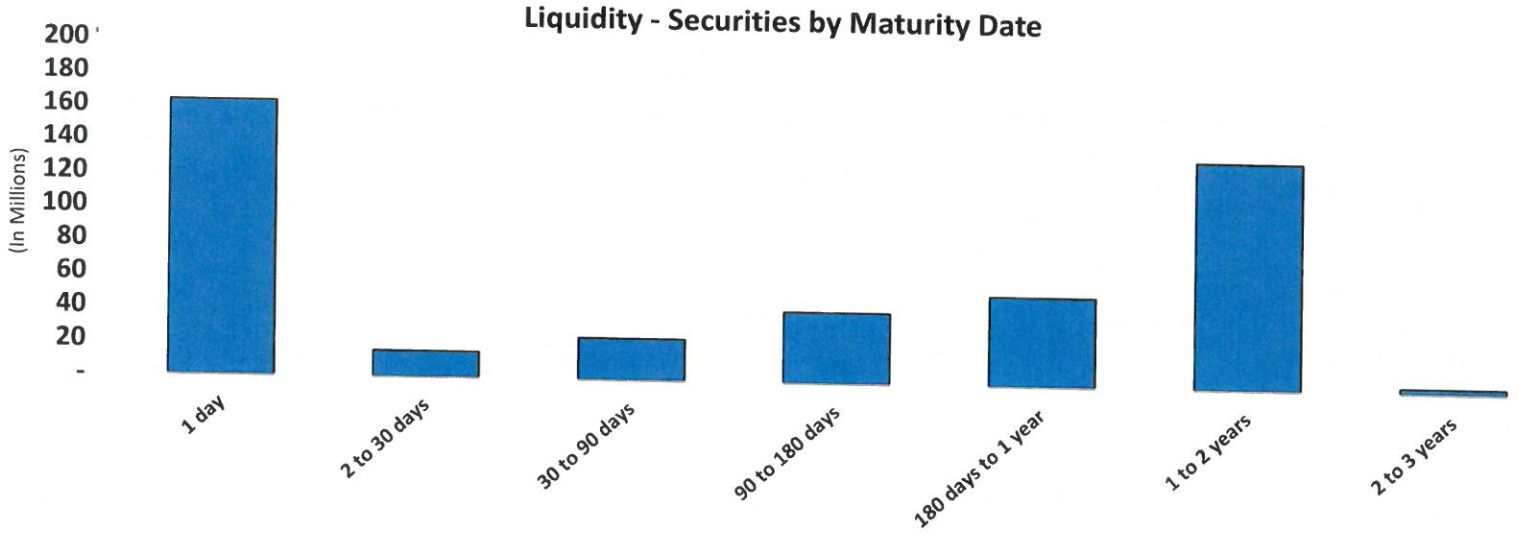
Security Type	Treasury	GO I & S	Rate Mitigation	Economic Development	CMH Landfill	Water & Sewer Reserve	CIP Interim Financing	Grants & Other	Total Book Value	Percent
Agency Coupon	$128,533,130	$ -	$131,087,077	$ 3,999,965	$ 4,799,796	$ 1,999,982	$ -	$ -	$270,419,951	61.95%
Certificates of Deposit	-	-	-	-	-	2,372,000	-	-	2,372,000	0.54%
Demand Deposits	36,149,653	-	-	-	-	-	-	-	36,149,653	8.28%
Investment Pool	48,784,324	9,871,261	47,977,793	3,805,621	2,632,082	2,626,038	10,571,187	1,308,695	127,577,000	29.23%
Total	$213,467,106	$ 9,871,261	$179,064,870	$ 7,805,587	$ 7,431,879	$ 6,998,020	$ 10,571,187	$ 1,308,695	$436,518,603	100.00%



Note:
Safety and preservation of capital are the foremost objectives of the investment program. Types of securities held in the investment portfolio must be authorized by the Texas Government Code and City Council Policy.

Liquidity - Securities by Maturity Date
City of Garland, Texas
June 30, 2017

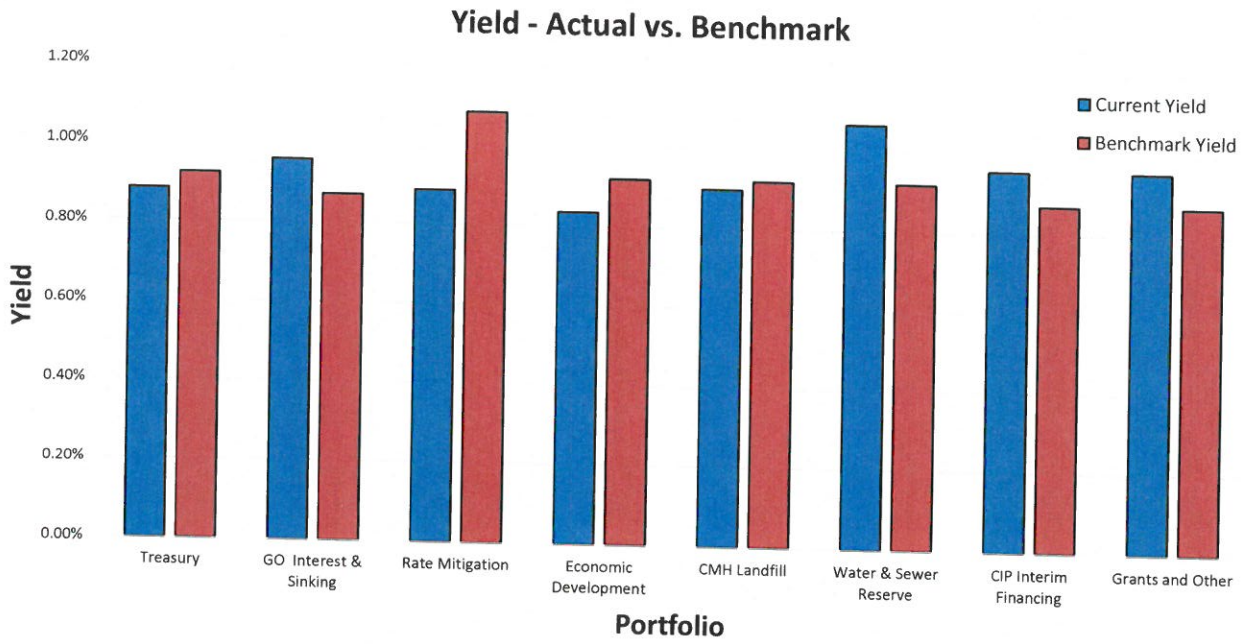
	Treasury	GO I & S	Rate Mitigation	Economic Development	CMH Landfill	Water & Sewer Reserve	CIP Interim Financing	Grants & Other	Total Par Value	Percent
1 day - Pools & Demand Deposits	$ 84,933,977	$ 9,871,261	$ 47,977,793	$ 3,805,621	$ 2,632,082	$ 2,626,038	$ 10,571,187	$ 1,308,695	$ 163,726,653	37.52%
2 to 30 days	6,000,000	-	7,000,000	2,000,000	-	380,000	-	-	15,380,000	3.52%
30 to 90 days	11,000,000	-	11,000,000	2,000,000	-	682,000	-	-	24,682,000	5.66%
90 to 180 days	26,000,000	-	12,000,000	-	3,800,000	248,000	-	-	42,048,000	9.64%
180 days to 1 year	12,750,000	-	40,000,000	-	-	147,000	-	-	52,897,000	12.12%
1 to 2 years	69,750,000	-	61,000,000	-	1,000,000	2,915,000	-	-	134,665,000	30.86%
2 to 3 years	3,000,000	-	-	-	-	-	-	-	3,000,000	0.69%
	$ 213,433,977	$ 9,871,261	$ 178,977,793	$ 7,805,621	$ 7,432,082	$ 6,998,038	$ 10,571,187	$ 1,308,695	$ 436,398,653	100.00%
Weighted Average Maturity Days	198	1	230	12	108	234	0	1	197	



Note:
Liquidity is maintained in the investment portfolio to ensure that all operating expenditures are paid when due. Securities with varing maturities comprise the investment portfolio so that sufficient funds are always available.

Yield - Interest Income
City of Garland, Texas
June 30, 2017

Portfolio	Interest Income Fiscal YTD	Current Yield	Benchmark Yield	Unrealized Gain (Loss)
Treasury	$1,247,617	0.881%	0.921%	($442,854)
GO Interest & Sinking	$66,829	0.957%	0.872%	$0
Rate Mitigation	$1,036,408	0.887%	1.082%	($444,596)
Economic Development	$38,147	0.837%	0.921%	$35
CMH Landfill	$44,454	0.900%	0.921%	($7,549)
Water & Sewer Reserve	$40,996	1.067%	0.921%	($3,456)
CIP Interim Financing	$72,137	0.957%	0.872%	$0
Grants and Other	$5,783	0.957%	0.872%	$0
Total Portfolios	$2,552,371			($898,420)



Note:
The investment program is designed to attain a market average rate of return taking into account the cash flow characteristics of each portfolio. Investment securities are held to maturity. Consequently, losses are not incurred. Unrealized Gain / Loss is reported to draw attention to possible gains or losses only if securities were sold prior to maturity.

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City of Garland Selected Funds
Texas Compliance Details
Sorted by Investment Class
June 30, 2017

CUSIP	Investment #	Fund	Issuer	Investment Type	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
Investment Class: > 1 Year FV												
3133EFBS5	2215	214	Federal Farm Credit Bank	FAC	3,000,000.00	07/03/2017		0.680	100.000	06/30/2017	3,000,000.00	3,000,000.00
3133EFBS5	2216	215	Federal Farm Credit Bank	FAC	2,000,000.00	07/03/2017		0.680	100.000	06/30/2017	2,000,000.00	2,000,000.00
3133EE4K3	2199	100	Federal Farm Credit Bank	FAC	3,000,000.00	07/21/2017		0.720	99.983	06/30/2017	2,999,505.00	3,000,000.00
3133EE4K3	2200	214	Federal Farm Credit Bank	FAC	2,000,000.00	07/21/2017		0.720	99.983	06/30/2017	1,999,670.00	2,000,000.00
3130A5ZU6	2203	100	Federal Home Loan Bank	FAC	3,000,000.00	07/27/2017		0.800	99.976	06/30/2017	2,999,298.00	3,000,000.00
3130A5ZU6	2204	214	Federal Home Loan Bank	FAC	2,000,000.00	07/27/2017		0.800	99.976	06/30/2017	1,999,532.00	2,000,000.00
3133EE5T3	2207	100	Federal Farm Credit Bank	FAC	3,000,000.00	08/03/2017		0.750	99.971	06/30/2017	2,999,148.00	3,000,000.00
3133EE5T3	2208	214	Federal Farm Credit Bank	FAC	2,000,000.00	08/03/2017		0.750	99.971	06/30/2017	1,999,432.00	2,000,000.00
3133EE7C8	2212	215	Federal Farm Credit Bank	FAC	2,000,000.00	08/14/2017		0.750	99.963	06/30/2017	1,999,262.00	1,999,965.36
3134G7MJ7	2197	100	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	08/25/2017		0.750	99.955	06/30/2017	2,998,668.00	3,000,000.00
3134G7MJ7	2198	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	08/25/2017		0.750	99.955	06/30/2017	1,999,112.00	2,000,000.00
3133EFEM5	2222	100	Federal Farm Credit Bank	FAC	3,000,000.00	09/25/2017		0.900	99.974	06/30/2017	2,999,220.00	3,001,260.00
3133EFEM5	2223	214	Federal Farm Credit Bank	FAC	2,000,000.00	09/25/2017		0.900	99.974	06/30/2017	1,999,480.00	2,000,840.00
3136G0J28	2163	100	Fed National Mort Assoc	FAC	2,000,000.00	09/27/2017		1.250	100.089	06/30/2017	2,001,784.00	2,001,658.84
3133EFHY6	2243	100	Federal Farm Credit Bank	FAC	3,000,000.00	10/13/2017		0.650	99.883	06/30/2017	2,996,502.00	2,999,510.23
3133EFHY6	2244	214	Federal Farm Credit Bank	FAC	2,000,000.00	10/13/2017		0.650	99.883	06/30/2017	1,997,668.00	1,999,673.48
3130A4TR3	2165	635	Federal Home Loan Bank	FAC	3,800,000.00	10/16/2017		0.875	99.910	06/30/2017	3,796,587.60	3,800,000.00
3133EFKM8	2245	100	Federal Farm Credit Bank	FAC	3,000,000.00	10/20/2017		0.710	99.859	06/30/2017	2,995,791.00	2,999,678.96
3133EFKM8	2246	214	Federal Farm Credit Bank	FAC	2,000,000.00	10/20/2017		0.710	99.859	06/30/2017	1,997,194.00	1,999,785.97
3130A6LZ8	2305	100	Federal Home Loan Bank	FAC	3,000,000.00	10/26/2017		0.625	99.849	06/30/2017	2,995,479.00	3,000,511.38
3134G73X7	2240	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	10/27/2017		0.720	99.937	06/30/2017	1,998,752.00	2,000,000.00
3133EFPH4	2252	100	Federal Farm Credit Bank	FAC	3,000,000.00	11/17/2017		0.930	99.931	06/30/2017	2,997,933.00	3,000,000.00
3133EFPH4	2253	214	Federal Farm Credit Bank	FAC	2,000,000.00	11/17/2017		0.930	99.931	06/30/2017	1,998,622.00	2,000,000.00
3133EFWC7	2265	100	Federal Farm Credit Bank	FAC	3,000,000.00	11/27/2017		0.875	99.917	06/30/2017	2,997,522.00	3,000,000.00
3133EFWC7	2266	214	Federal Farm Credit Bank	FAC	2,000,000.00	11/27/2017		0.875	99.917	06/30/2017	1,998,348.00	2,000,000.00
3133EE6J4	2211	100	Federal Farm Credit Bank	FAC	2,000,000.00	12/07/2017		0.875	99.935	06/30/2017	1,998,704.00	2,000,000.00
3133EFYM3	2272	100	Federal Farm Credit Bank	FAC	3,000,000.00	12/11/2017		0.800	99.899	06/30/2017	2,996,994.00	3,000,000.00
3133EFYM3	2273	214	Federal Farm Credit Bank	FAC	2,000,000.00	12/11/2017		0.800	99.899	06/30/2017	1,997,996.00	2,000,000.00
3137EADX4	2304	100	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	12/15/2017		1.000	99.923	06/30/2017	2,997,708.00	3,005,227.50
3133EFWW3	2267	100	Federal Farm Credit Bank	FAC	3,000,000.00	12/27/2017		0.875	99.911	06/30/2017	2,997,348.00	2,999,992.35
313381ME2	1918	214	Federal Home Loan Bank	FAC	2,500,000.00	12/28/2017		0.600	99.711	06/30/2017	2,492,777.50	2,500,000.00
3134G34W7	1927	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	01/30/2018		1.250	99.987	06/30/2017	1,999,752.00	2,001,730.06

CUSIP	Investment #	Fund	Issuer	Investment Type	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
Investment Class: > 1 Year FV												
3133EGAS4	2295	100	Federal Farm Credit Bank	FAC	3,000,000.00	02/16/2018		0.750	99.755	06/30/2017	2,992,674.00	2,999,785.71
3133EGAS4	2296	214	Federal Farm Credit Bank	FAC	5,000,000.00	02/16/2018		0.750	99.755	06/30/2017	4,987,790.00	5,000,000.00
3133EGAS4	2297	214	Federal Farm Credit Bank	FAC	7,000,000.00	02/16/2018		0.750	99.755	06/30/2017	6,982,906.00	6,999,912.50
3133EFF51	2312	214	Federal Farm Credit Bank	FAC	2,000,000.00	02/26/2018		0.850	99.810	06/30/2017	1,996,200.00	2,000,000.00
3137EADP1	2331	214	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	03/07/2018		0.875	99.741	06/30/2017	2,992,233.00	3,001,385.57
313378A43	2224	100	Federal Home Loan Bank	FAC	2,000,000.00	03/09/2018		1.375	100.100	06/30/2017	2,002,002.00	2,007,121.18
3130A7CX1	2277	100	Federal Home Loan Bank	FAC	3,000,000.00	03/19/2018		0.875	99.745	06/30/2017	2,992,362.00	3,000,000.00
3130A7CX1	2332	214	Federal Home Loan Bank	FAC	3,000,000.00	03/19/2018		0.875	99.745	06/30/2017	2,992,362.00	3,001,195.37
3130A4GJ5	2317	214	Federal Home Loan Bank	FAC	4,000,000.00	04/25/2018		1.125	99.890	06/30/2017	3,995,628.00	4,012,997.89
313379DT3	2319	214	Federal Home Loan Bank	FAC	5,000,000.00	06/08/2018		1.250	99.963	06/30/2017	4,998,165.00	5,022,677.82
3133EGEQ4	2299	214	Federal Farm Credit Bank	FAC	2,500,000.00	06/13/2018		0.875	99.610	06/30/2017	2,490,255.00	2,503,124.27
3133EGEQ4	2301	214	Federal Farm Credit Bank	FAC	4,000,000.00	06/13/2018		0.875	99.610	06/30/2017	3,984,408.00	4,004,126.93
3134G9A31	2302	100	Federal Home Loan Mort. Corp.	FAC	4,750,000.00	06/29/2018		0.920	99.750	06/30/2017	4,738,125.00	4,750,000.00
3133EGML6	2308	214	Federal Farm Credit Bank	FAC	7,500,000.00	07/18/2018		0.750	99.425	06/30/2017	7,456,905.00	7,496,819.06
3133EGML6	2309	100	Federal Farm Credit Bank	FAC	2,500,000.00	07/18/2018		0.750	99.425	06/30/2017	2,485,635.00	2,498,939.69
3134G73Q2	2241	100	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	07/27/2018		1.000	99.421	06/30/2017	2,982,642.00	3,000,000.00
3134G73Q2	2242	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	07/27/2018		1.000	99.421	06/30/2017	1,988,428.00	2,000,000.00
3133EGPL3	2313	100	Federal Farm Credit Bank	FAC	6,000,000.00	07/27/2018		0.830	99.566	06/30/2017	5,973,960.00	5,998,777.67
3133EGPL3	2314	214	Federal Farm Credit Bank	FAC	3,000,000.00	07/27/2018		0.830	99.566	06/30/2017	2,986,980.00	2,999,388.83
3133EGPL3	2315	635	Federal Farm Credit Bank	FAC	1,000,000.00	07/27/2018		0.830	99.566	06/30/2017	995,660.00	999,796.28
3136G1AK5	2221	100	Fed National Mort Assoc	FAC	2,000,000.00	07/30/2018		1.000	99.384	06/30/2017	1,987,686.00	1,999,863.64
3136G1AK5	2300	214	Fed National Mort Assoc	FAC	1,500,000.00	07/30/2018		1.000	99.384	06/30/2017	1,490,764.50	1,503,818.72
3133EE6G0	2210	100	Federal Farm Credit Bank	FAC	2,000,000.00	08/06/2018		1.150	99.883	06/30/2017	1,997,674.00	2,000,000.00
3130A6XE2	2310	100	Federal Home Loan Bank	FAC	4,000,000.00	08/10/2018		1.250	99.981	06/30/2017	3,999,264.00	4,019,993.14
3130A6XE2	2311	214	Federal Home Loan Bank	FAC	4,000,000.00	08/10/2018		1.250	99.981	06/30/2017	3,999,264.00	4,019,993.14
3130A8TF0	2320	100	Federal Home Loan Bank	FAC	10,000,000.00	08/15/2018		0.800	99.399	06/30/2017	9,939,920.00	10,003,201.09
3133EGSB2	2336	100	Federal Farm Credit Bank	FAC	4,000,000.00	08/24/2018		0.850	99.535	06/30/2017	3,981,436.00	3,998,446.63
3130A9CX7	2337	214	Federal Home Loan Bank	FAC	3,000,000.00	09/07/2018	09/07/2017	1.000	99.488	06/30/2017	2,984,646.00	3,001,309.81
3133EGUK9	2321	100	Federal Farm Credit Bank	FAC	10,000,000.00	09/19/2018	09/19/2017	0.930	99.466	06/30/2017	9,946,690.00	10,000,000.00
3133EGUK9	2322	214	Federal Farm Credit Bank	FAC	10,000,000.00	09/19/2018	09/19/2017	0.930	99.466	06/30/2017	9,946,690.00	10,000,000.00
3133EGUK9	2323	214	Federal Farm Credit Bank	FAC	10,000,000.00	09/19/2018	09/19/2017	0.930	99.466	06/30/2017	9,946,690.00	9,996,350.00
3133EGUY9	2335	214	Federal Farm Credit Bank	FAC	3,000,000.00	09/20/2018		0.875	99.426	06/30/2017	2,982,804.00	2,999,678.32
3130A9LV1	2338	100	Federal Home Loan Bank	FAC	3,000,000.00	09/27/2018		0.900	99.550	06/30/2017	2,986,503.00	3,000,570.98
949763BK1	2324	233-02	First Financial	BCD	115,000.00	09/28/2018		1.150	100.000	06/30/2017	115,000.00	115,000.00
949763BK1	2325	223-02	First Financial	BCD	110,000.00	09/28/2018		1.150	100.000	06/30/2017	110,000.00	110,000.00
55266CTF3	2326	223-02	First Financial	BCD	105,000.00	09/28/2018		1.050	100.000	06/30/2017	105,000.00	105,000.00

CUSIP	Investment #	Fund	Issuer	Investment Type	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
Investment Class: > 1 Year FV												
55266CTF3	2327	233-02	First Financial	BCD	110,000.00	09/28/2018		1.050	100.000	06/30/2017	110,000.00	110,000.00
3134GAMV3	2328	214	Federal Home Loan Mort. Corp.	FAC	5,000,000.00	09/28/2018	09/28/2017	1.000	99.641	06/30/2017	4,982,055.00	5,002,331.36
3130A9AE1	2333	214	Federal Home Loan Bank	FAC	3,000,000.00	10/01/2018		0.875	99.395	06/30/2017	2,981,871.00	3,000,038.19
3130A9AE1	2334	100	Federal Home Loan Bank	FAC	2,000,000.00	10/01/2018		0.875	99.395	06/30/2017	1,987,914.00	2,000,000.00
3136G2R58	2249	100	Fed National Mort Assoc	FAC	4,000,000.00	10/26/2018		1.040	99.698	06/30/2017	3,987,952.00	4,000,000.00
3136G2PF8	2239	100	Fed National Mort Assoc	FAC	2,000,000.00	10/29/2018		1.125	99.620	06/30/2017	1,992,406.00	2,000,000.00
3135G0G72	2251	100	Fed National Mort Assoc	FAC	3,000,000.00	12/14/2018		1.125	99.644	06/30/2017	2,989,347.00	2,999,062.24
313376BR5	2346	214	Federal Home Loan Bank	FAC	2,000,000.00	12/14/2018		1.750	100.538	06/30/2017	2,010,776.00	2,014,208.46
3134G9ZR1	2303	100	Federal Home Loan Mort. Corp.	FAC	1,250,000.00	12/28/2018		1.000	99.289	06/30/2017	1,241,118.75	1,250,000.00
3134GAQT4	2329	100	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	01/17/2019	07/17/2017	1.000	99.330	06/30/2017	2,979,921.00	3,000,000.00
3134GAQT4	2330	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	01/17/2019	07/17/2017	1.000	99.330	06/30/2017	1,986,614.00	2,000,000.00
3133EFWD5	2262	100	Federal Farm Credit Bank	FAC	5,000,000.00	01/25/2019		1.230	99.686	06/30/2017	4,984,320.00	5,000,000.00
3134G9U88	2316	100	Federal Home Loan Mort. Corp.	FAC	3,000,000.00	01/25/2019		1.000	99.153	06/30/2017	2,974,611.00	2,999,528.43
3137EADZ9	2339	214	Federal Home Loan Mort. Corp.	FAC	2,000,000.00	04/15/2019		1.125	99.550	06/30/2017	1,991,014.00	1,991,732.99
313379EE5	2347	214	Federal Home Loan Bank	FAC	3,000,000.00	06/14/2019		1.625	100.339	06/30/2017	3,010,197.00	3,013,958.25
3133EGPD1	2318	100	Federal Farm Credit Bank	FAC	3,000,000.00	08/01/2019	08/01/2017	1.180	99.150	06/30/2017	2,974,509.00	3,000,000.00
				Subtotal	**263,740,000.00**						**262,965,766.35**	**263,859,968.29**
Investment Class: < 1 Year AC												
TEXSTAR	1822	100	TXSTAR	RRP	4,993,221.40			0.863	100.000	06/30/2017	4,993,221.40	4,993,221.40
TREASURY	1825	100	TEXPOOL Investement Pool	RRP	43,791,102.73			0.957	100.000	06/30/2017	43,791,102.73	43,791,102.73
FICA1	1944	100	Federally Insured Cash Accunt	RR2	25,284,595.51			0.750	100.000	06/30/2017	25,284,595.51	25,284,595.51
ICSA	1991	100	Insured Cash Shelter Account	RR2	10,865,057.07			0.750	100.000	06/30/2017	10,865,057.07	10,865,057.07
DEBTSVC	1814	111	TEXPOOL Investement Pool	RRP	9,871,260.61			0.957	100.000	06/30/2017	9,871,260.61	9,871,260.61
RATE	1815	214	TEXPOOL Investement Pool	RRP	47,977,792.64			0.957	100.000	06/30/2017	47,977,792.64	47,977,792.64
LANDFILL	1812	635	TEXPOOL Investement Pool	RRP	2,632,082.25			0.957	100.000	06/30/2017	2,632,082.25	2,632,082.25
WTR-RES-2009	1826	223-01	TEXPOOL Investement Pool	RRP	254.57			0.957	100.000	06/30/2017	254.57	254.57
WTR-RES-OTHER	1833	223-02	TEXPOOL Investement Pool	RRP	2,214,944.14			0.957	100.000	06/30/2017	2,214,944.14	2,214,944.14
SWR-RES-2009	1827	233-01	TEXPOOL Investement Pool	RRP	205,221.58			0.957	100.000	06/30/2017	205,221.58	205,221.58
SWR-RES-OTHER	1834	233-02	TEXPOOL Investement Pool	RRP	205,617.24			0.957	100.000	06/30/2017	205,617.24	205,617.24
HCV	1865	822-01	TEXPOOL Investement Pool	RRP	1,123,014.67			0.957	100.000	06/30/2017	1,123,014.67	1,123,014.67
FSS ESCROW	1866	822-02	TEXPOOL Investement Pool	RRP	93,660.75			0.957	100.000	06/30/2017	93,660.75	93,660.75
SEIZURE OTHR	1905	923	TEXPOOL Investement Pool	RRP	62,357.89			0.957	100.000	06/30/2017	62,357.89	62,357.89
ED FD	2186	215	TEXPOOL Investement Pool	RRP	3,805,621.42			0.957	100.000	06/30/2017	3,805,621.42	3,805,621.42
GO CP	2268	601	TEXPOOL Investement Pool	RRP	4,446,028.91			0.957	100.000	06/30/2017	4,446,028.91	4,446,028.91
ELEC CP	2269	210	TEXPOOL Investement Pool	RRP	4,173,724.73			0.957	100.000	06/30/2017	4,173,724.73	4,173,724.73

CUSIP	Investment #	Fund	Issuer	Investment Type	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
Investment Class: < 1 Year AC												
WATER CP	2270	220	TEXPOOL Investement Pool	RRP	269,212.97			0.957	100.000	06/30/2017	269,212.97	269,212.97
SEWER CP	2271	230	TEXPOOL Investement Pool	RRP	1,681,120.09			0.957	100.000	06/30/2017	1,681,120.09	1,681,120.09
ELEC NOTES	2298	208	TEXPOOL Investement Pool	RRP	1,100.15			0.957	100.000	06/30/2017	1,100.15	1,100.15
JAG-2017	2344	871-17	TEXPOOL Investement Pool	RRP	29,661.38			0.957	100.000	06/30/2017	29,661.38	29,661.38
140420TP5	2206	223-02	First Financial	NCB	106,000.00	07/22/2017		1.150	100.001	06/30/2017	106,001.27	106,000.00
844772AY9	2145	223-02	First Financial	RR3	131,000.00	07/27/2017		0.900	100.000	06/30/2017	131,000.00	131,000.00
319590BY0	2146	233-02	First Financial	RR3	143,000.00	07/28/2017		0.900	100.000	06/30/2017	143,000.00	143,000.00
140420TU4	2205	233-02	First Financial	RR3	109,000.00	07/31/2017		1.150	100.000	06/30/2017	109,000.00	109,000.00
05580ACV4	2219	223-02	First Financial	NC2	69,000.00	09/18/2017		1.200	100.027	06/30/2017	69,019.04	69,000.00
05580ACV4	2220	233-02	First Financial	NC2	72,000.00	09/18/2017		1.200	100.027	06/30/2017	72,019.87	72,000.00
83540RFE8	2285	233-02	First Financial	RR3	72,000.00	09/18/2017		0.800	100.000	06/30/2017	72,000.00	72,000.00
83540RFE8	2286	223-02	First Financial	RR3	70,000.00	09/18/2017		0.800	100.000	06/30/2017	70,000.00	70,000.00
83540RFE8	2287	233-01	First Financial	RR3	106,000.00	09/18/2017		0.800	100.000	06/30/2017	106,000.00	106,000.00
3133EFN78	2283	214	Federal Farm Credit Bank	FAC	5,000,000.00	09/21/2017		0.900	99.970	06/30/2017	4,998,500.00	5,000,000.00
084601FR9	2288	233-01	First Financial	BCD	184,000.00	09/23/2017		0.850	100.000	06/30/2017	184,000.00	184,000.00
06610QDF5	2289	233-01	First Financial	RR3	248,000.00	09/29/2017		0.850	100.000	06/30/2017	248,000.00	248,000.00
3133EHHF3	2345	233-02	Federal Farm Credit Bank	FAC	2,000,000.00	11/01/2018		1.250	99.825	06/30/2017	1,996,506.00	1,999,982.22
91527PBB2	2341	223-01	First Financial	BCD	227,000.00	02/25/2019		1.300	100.000	06/30/2017	227,000.00	227,000.00
02006LX57	2342	223-01	First Financial	BCD	248,000.00	02/25/2019		1.500	100.000	06/30/2017	248,000.00	248,000.00
857894SY6	2343	233-01	First Financial	BCD	147,000.00	02/25/2019		1.350	100.000	06/30/2017	147,000.00	147,000.00
				Subtotal	**172,658,652.70**						**172,653,698.88**	**172,658,634.92**
				Total	**436,398,652.70**						**435,619,465.23**	**436,518,603.21**

GARLAND
POLICY REPORT

City Council Work Session Agenda **2.b.**

Meeting Date: July 31, 2017

Item Title: Confirmation of City Health Authority

Submitted By: Jason Chessher, Health Director

Council Goal: Defends Rightful Powers of Municipalities
Consistent Delivery of Reliable City Services

ISSUE

Dr. Timothy Lambert has served as Garland's Health Authority since June 25, 2005. His current two year term expires October 1, 2017. Dr. Lambert also serves as the Health Authority for the City of Rowlett and the City of Sachse through interlocal agreements.

OPTIONS

1. Confirm the Director of Health's appointment of Dr. Timothy Lambert as City Health Authority.
2. Reject Dr. Timothy Lambert's appointment as City Health Authority and request the Director of Health to interview new candidates for the position.

RECOMMENDATION

Staff recommends that Council confirm Dr. Timothy Lambert for a two year term as City Health Authority and authorize the City Manager to renew interlocal agreements with the City of Rowlett and the City of Sachse for the purpose of public health services. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the August 15, 2017 Regular Meeting.

BACKGROUND

Chapter 121 of the Texas Health & Safety Code requires a local health department (city or county) which employees a nonphysician Director of Health have a licensed physician to aid the Director in the control of communicable diseases within the jurisdiction. State law also requires that the Director's appointment of a City Health Authority be confirmed by Council every two years. The position is paid $16,800 annually through the Texas Department of State Health Services Immunization Grant.

CONSIDERATION

Through interlocal agreement with the City of Garland, Dr. Lambert also serves as the Health Authority for the City of Rowlett and the City of Sachse. Both of these interlocal agreements expire October 1, 2017. Staff is currently working with both cities to renew their agreements and no issues with renewal are foreseen. Rowlett reimburses Garland at $300.00 per month and Sachse reimburses Garland at $100.00 per month. With all three cities sharing one school district with open campus enrollment, the common Health Authority provides an effective way to track and control communicable disease outbreaks.

GARLAND
POLICY REPORT

City Council Work Session Agenda **2.c.**

Meeting Date: July 31, 2017
Item Title: Citywide Entryway Signage Update
Submitted By: Angela Self, Comprehensive Planning Administrator
Council Goal: Sustainable Quality Development and Redevelopment

ISSUE

Update on the development of design concepts for citywide entryway signs.

OPTIONS

Information only.

BACKGROUND

The City has initiated work to develop design concepts for citywide entryway signs, updating existing signs installed in the mid- to late-1980s. Entryway signs, under the scope of this effort, are defined as being generally located within areas along Garland city limits. MERJE Design, a team experienced in environmental graphic design, has been engaged to complete this request. This team led the 2014 Wayfinding program for routes to and within Downtown Garland.

Currently, concept sketches are in review by the Wayfinding Management Committee (WMC). The WMC is a staff technical team engaged in the design, fabrication, and installation of vehicular, pedestrian, campus, and gateway signs within the city. This review will confirm a direction for the development of design options providing recommendations leading to a final design concept. In addition, the WMC will review each option for compliance with brand standards and city or local agency regulations. Draft design options will be available in September 2017. As stated above, these signs would replace existing signage locations.

GARLAND
POLICY REPORT

City Council Work Session Agenda **2.d.**

Meeting Date: July 31, 2017

Item Title: Resale of Tax Foreclosed Property - 228 Loma Drive

Submitted By: Corey Worsham, Tax Administrator

Council Goal: Sustainable Quality Development and Redevelopment
Financially Stable Government with Tax Base that Supports Community Needs

ISSUE

The City of Garland has received an unsolicited offer from Leticia Floriana Santiago Osorio related to the purchase of City owned property obtained through a Sheriff's Sale. This property is located at 228 Loma Drive. Leticia Floriana Santiago Osorio has offered $17,000 for the property. The net proceeds from the offer to the City of Garland will include a $1,500 administration fee, $3,456.00 demolition fee and $2,345.29 in delinquent taxes.

OPTIONS

The City Council May:
1. Approve the sale of 228 Loma Drive and provide an executed deed without warranty, or
2. Deny the offer to purchase the property.

RECOMMENDATION

Staff recommends Council accept the offer and sell the property. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the August 15, 2017 Regular Meeting.

BACKGROUND

The property was struck off to the City of Garland at a Sheriff's Sale on May 1, 2007. In accordance with the requirements of Tax Code section 34.05(h) the County and School District have issued a consent to sale. If the sale is approved, the City of Garland will accept payment on behalf of all entities and disperse all sale proceeds.

CONSIDERATION

This property has been retained by the City of Garland since 2007. Pursuant to Section 34.05 of the Texas Property Tax Code it may be resold to a private entity with approval of the governing body.

Attachments

228 Loma Dr. - Offer to Purchase
228 Loma Dr. - Picture and Map
228 Loma Dr. - Resolution
228 Loma Dr. - County Consent to Sale
228 Loma Dr. - ISD Consent to Sale
228 Loma Dr. - Non-Warranty Deed

PerdueBrandonFielderCollins&Mott LLP
ATTORNEYS AT LAW

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J. Douglas Burnside
ATTORNEY AT LAW
dburnside@pbfcm.com

June 22, 2016

Mr. Corey Worsham
Tax Assessor/Collector
City of Garland
217 N. 5th Street
Garland, Texas 75040

Via electronic-mail

Re: Offer by Leticia Floriana Santiago Osorio to purchase 228 Loma Drive, Garland, Texas

Dear Mr. Worsham:

The above referenced property was struck off to the City of Garland on May 1, 2007 at a Sheriff's Sale pursuant to delinquent tax suit no. TX92-40220, Garland Independent School District v. Salvador E. Bahena. The property was struck off for the total amount of the Judgment, $17,895.55. Leticia Floriana Santiago Osorio has offered to purchase this property for $17,000.00. The property is currently assessed by the Dallas Central Appraisal District at $15,000.00.

The costs and distribution of net proceeds are:

Court Costs		$2,699.54
Sheriff's Costs of Sale		$1,187.15
Publication Fees		$293.70
Net Court Costs and Costs of Sale		$4,180.39
Personnel and Overhead		$1,500.00
Post-Sale Demolition		$3,456.00
Total City Reimbursement		$4,956.00
City of Garland	29.8%	$2,345.29
Garland ISD	56.8%	$4,468.07
Dallas County	13.4%	$1,050.25
Total Tax Distribution		$7,863.61
Net Court Costs and Costs of Sale		$4,180.39
Total City Reimbursement		$4,956.00
Total Tax Distribution		$7,863.61
Total Sale Price		$17,000.00

If the City desires, our office would recommend that the City sell the property pursuant to §34.05(j) of the Texas Property Tax Code. This section allows the City to sell for an amount equal to or greater than the current assessed value by the Dallas CAD. As part of this sale, in addition to all amounts included in the judgment, all post-judgment taxes will also be extinguished by the sale. The total amount of post-judgment taxes is $23,887.69 of which the City of Garland's portion is $7,155.00. If the City does not elect to sell under this section, the sale will not be able to occur as the amount of the post-judgment taxes exceeds the amount of the offer.

Because the purchase price is less than either the Judgment amount of taxes and court costs, $17,895.55, or the market value as stated in the judgment, $19,960.00, all jurisdictions included in the judgment must consent to the sale. Pursuant to a sale under §34.05(j), any unit not consenting to the sale would be liable to the City for their pro-rata share of any costs incurred in maintaining the property from the date of the non-consent forward. Our office will obtain the necessary consent for the sale to proceed.

If the City Council approves this transaction, please forward to me the executed Deed. Please note that the deed has added language required under §34.05(j) that specifically extinguishes all post-judgment liens.

Once the sale has been approved and the deed executed, I will contact Leticia Floriana Santiago Osorio to complete the transaction.

If you have any questions or need additional information, please contact me.

Yours truly,

J. Douglas Burnside
Attorney at Law

Re-sale Disbursement Worksheet
City of Garland

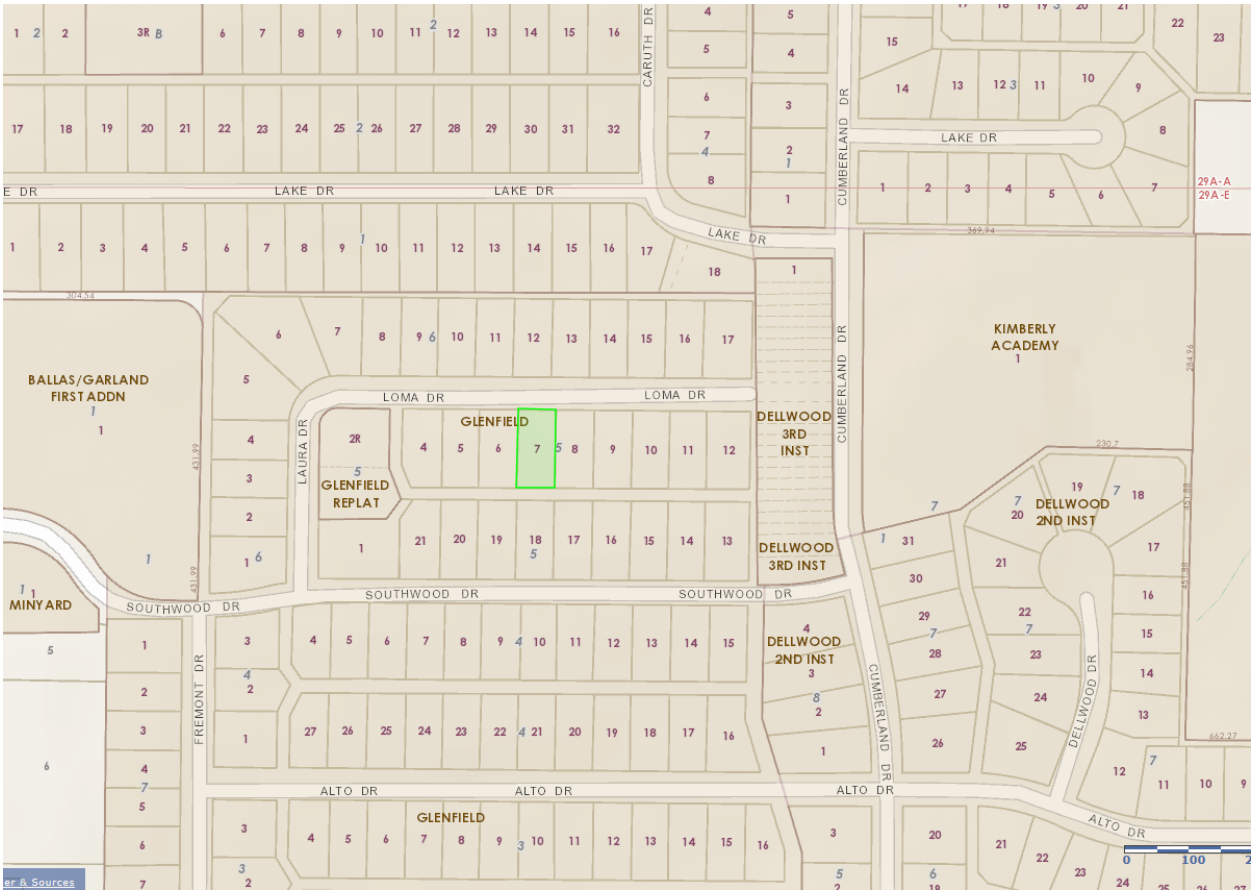
CAD Acct #:	26240500050070000
Property address:	228 Loma Drive
Cause No.:	TX92-40220
Judgment Date:	February 19, 1997
Sheriff's Sale Date:	May 1, 2007
Judgment amount:	GISD 1990-1996 taxes $3,857.87 (56.8%)
	City 1990-1996 taxes $2,024.99 (29.8%)
	County 1991-1996 taxes $906.82 (13.4%)
Total Judgment for Taxes:	$6,789.68
City of Garland Post-Sale Demolition:	$3,456.00
Court costs:	$2,699.54
Sheriff's fees for sale:	$1,187.15
Publication fees for sheriff's sale, paid by Gay & McCall:	$293.70
Total Costs:	$4,180.39

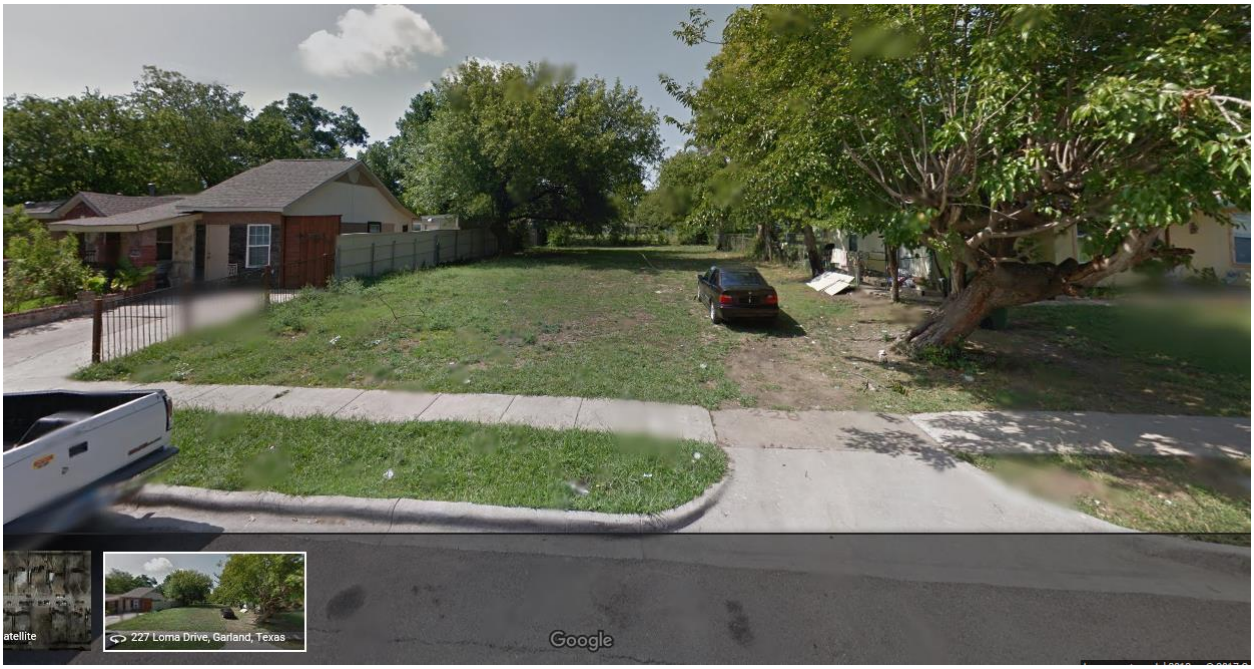
Checks to be disbursed as follows:

1.	**Dallas County District Clerk**	$2,699.54
2.	**Dallas County Sheriff**	$1,187.15
3.	**Gay, McCall, Isaacks & Roberts**	$293.70
4.	**City of Garland (administrative fee)**	$1,500.00
5.	**City of Garland (Post-sale demolition)**	$3,456.00
5.	**City of Garland (Pro-rata Judgment tax year distribution)**	$2,345.29
6.	**Garland ISD (Pro-rata Judgment tax year distribution**	$4,468.07
7.	**John Ames, Dallas County Tax Assessor (Pro-rata Judgment tax year distribution**	$1,050.25
	TOTAL	$17,000.00

The cause number and Dallas Central Appraisal District tax account number should be on all checks.

228 Loma Dr


LAKE DR
LOMA DR
SOUTHWOOD DR
ALTO DR
CUMBERLAND DR
CARUTH DR
LAURA DR
FREMONT DR
DELLWOOD DR
BALLAS/GARLAND FIRST ADDN
GLENFIELD
GLENFIELD REPLAT
DELLWOOD 3RD INST
DELLWOOD 2ND INST
KIMBERLY ACADEMY
MINYARD


227 Loma Drive, Garland, Texas
Google

RESOLUTION NO. ____

A RESOLUTION AGREEING TO THE SALE OF CERTAIN PROPERTY LOCATED WITHIN THE CITY OF GARLAND AND OWNED BY TAXING AUTHORITIES INCLUDING THE CITY OF GARLAND AS THE RESULT OF A TAX SALE; AUTHORIZING THE MAYOR TO EXECUTE A DEED WITHOUT WARRANTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, taxing entities including the City of Garland, Texas, have become owners of certain real property by virtue of a foreclosure sale conducted pursuant to an order of the 192nd Judicial District Court of Dallas County, Texas in cause number TX92-40220, and

WHEREAS, it is to the benefit of all taxing entities that the property ultimately be returned to the tax rolls

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

Section 1

That City agrees to the sale of certain real property being LOT 7, BLOCK 5, GLENFIELD ADDITION an addition to the City of Garland, Dallas County, Texas, also known as 228 Loma Dr., Garland, Dallas County, Texas.

Section 2

That the Mayor is hereby authorized to execute a deed without warranty in the form and substance of that attached hereto as Exhibit "A".

Section 3

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

PASSED AND APPROVED this the ___ day of _____, 2017.

CITY OF GARLAND, TEXAS

_____
Mayor

ATTEST:

_____
City Secretary

COURT ORDER
2017-0889

Request to Consent to Sale of Tax Foreclosed Property located at 228 Loma Drive, Garland, Texas

On a motion made by Commissioner Dr. Elba Garcia, District 4, and seconded by Commissioner Dr. Theresa M. Daniel, District 1, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 7/5/2017
FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby consent on its own behalf, and on behalf of the Dallas County Community College District, the Parkland Hospital District, and the Dallas County School Equalization Fund to the sale of the tax foreclosure property located at 228 Loma Drive, Garland, Dallas County, Texas, DCAD Account No. 26240500050070000, to Leticia Floriana Santiago Osorio for $17,000 subject to the prior owner's remaining right of redemption, if any, in compliance with Section 34.05(j) of the Texas Tax Code, and authorize the City of Garland, as trustee, to act and sign on behalf of Dallas County, the Dallas County Community College District, the Parkland Hospital District and the Dallas County School Equalization Fund in the sale, use, and disposition of the Property, acquired by tax foreclosure, which has been jointly vested in the name of the Taxing Jurisdictions.

Recommended by: Alberta Blair
Originating Department: Public Works

Done in open court July 5, 2017, by the following vote:

IN FAVOR:	Honorable Clay Lewis Jenkins, County Judge Commissioner Dr. Theresa M. Daniel, District 1 Commissioner Mike Cantrell, District 2 Commissioner John Wiley Price, District 3 Commissioner Dr. Elba Garcia, District 4
OPPOSED:	None
ABSTAINED:	None
ABSENT:	None

Recommended by: Alberta Blair
Originating Department: Public Works

COMMISSIONERS COURT BRIEFING

DATE: 7/5/2017

SUBMITTING DEPARTMENT: Public Works

THROUGH:

SUBJECT: Request to Consent to Sale of Tax Foreclosed Property located at 228 Loma Drive, Garland, Texas

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BACKGROUND:
Pursuant to the delinquent tax suit No. TX-92-40220 styled Garland Independent School District vs. Salvador E. Bahena, the property located at 228 Loma Drive, Garland, Texas ("Property") was offered for sale by the Sheriff of Dallas County at public auction on May 1, 2007 and was struck off to the City of Garland. The Property was struck off for the total amount of the Judgment, $17,895.55. The City of Garland holds the Property in trust for each taxing jurisdiction party to the judgment, e.g., City of Garland, Garland Independent School District and Dallas County ("Taxing Jurisdictions"), pursuant to Section 34.01(k) Texas Tax Code.

Leticia Floriana Santiago Osorio has submitted an offer to the City of Garland for $17,000. Said offer is more than the assessed value of $15,000 shown by the Dallas Central Appraisal District 2016 certified tax roll and qualifies for sale pursuant to Section 34.05(j) of the Tax Code. According to DCAD, the property is unimproved and measures 60 feet wide by 120 feet deep (7,374 square feet).

Acceptance of the offer will discharge and extinguish both the ad valorem property tax liens for the tax years 1990 - 1996 included in the tax judgment and post judgment tax liens for tax years 1990-1996. Section 34.05(j) of the Tax Code allows the City to sell for an amount equal to or greater than the current assessed value by DCAD.

Section 34.05(j) of the Tax Code requires each Taxing Jurisdiction to consent to the resale.

OPERATIONAL IMPACT:
No impact.

FINANCIAL IMPACT:
As noted on the attached Resale Worksheet prepared by the tax attorneys, after payment of $4,180.39 in court costs and costs of sale, $3,456 for post-sale demolition of the substandard structure on the property and $1,500 administrative fee for post-sale maintenance provided by the City of Garland, $7,863.61 will be available for distribution to the taxing entities. This amount will be distributed based on the pro rata percentages of the total judgment for taxes.

LEGAL IMPACT:
The sale complies with the Texas Tax Code, Section 34.05(j).

RECOMMENDED BY:	Public Works	**PREPARED BY:**	Steven Henderson
		APPROVED BY DEPT HEAD:	Alberta Blair

PROJECT SCHEDULE:
N/A

M/WBE PARTICIPATION:
N/A

ADMINISTRATIVE PLAN COMPLIANCE:
Acceptance of the offer is consistent with Vision 5 (Dallas County is the destination of choice for residents and businesses) of the County's Strategic Plan in partnering with the City returning deteriorated or unproductive properties to the tax rolls, enhancing the value of ownership to surrounding properties, and improving safety and quality of life in deteriorating neighborhoods.

RECOMMENDATION:
Consent on its own behalf, and on behalf of the Dallas County Community College District, the Parkland Hospital District, and the Dallas County School Equalization Fund to the sale of the tax foreclosure property located at 228 Loma Drive, Garland, Dallas County, Texas, DCAD Account No. 26240500050070000, to Leticia Floriana Santiago Osorio for $17,000 subject to the prior owner's remaining right of redemption, if any, in compliance with Section 34.05(j) of the Texas Tax Code, and authorize the City of Garland, as trustee, to act and sign on behalf of Dallas County, the Dallas County Community College District, the Parkland Hospital District and the Dallas County School Equalization Fund in the sale, use, and disposition of the Property, acquired by tax foreclosure, which has been jointly vested in the name of the Taxing Jurisdictions.

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY OF GARLAND TO RE-SELL TAX FORECLOSED PROPERTY LOCATED AT 228 LOMA DRIVE, GARLAND, TEXAS, BY PUBLIC OR PRIVATE SALE, AS PROVIDED BY SECTION 34.05 OF THE TEXAS PROPERTY TAX CODE

WHEREAS, pursuant to a delinquent tax collection lawsuit and tax foreclosure sale, the property located at 228 Loma Drive, Garland, Texas, ("The Property") was struck off to the City of Garland on its own behalf and as Trustee for the Garland Independent School District and Dallas County, pursuant to Section 34.01(j) of the Property Tax Code, and

WHEREAS, Garland Independent School District desires to resell The Property pursuant to Section 34.05 of the Property Tax Code for an amount not less than $17,000.00, and

WHEREAS, Garland Independent School District desires to authorize the City of Garland to act as Trustee to offer The Property for sale pursuant to Section 34.05 of the Texas Property Tax Code,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GARLAND INDEPENDENT SCHOOL DISTRICT, GARLAND, TEXAS THAT:

Section 1. The Garland Independent School District does hereby provide specific authorization to the City of Garland to act as Trustee to offer for sale by public or private sale 228 Loma Drive, Garland, Texas, more fully described in Exhibit "A," attached hereto and made a part hereof, and the Board of Trustees for Garland Independent School District does hereby consent to the sale of 228 Loma Drive, Garland, Texas for an amount not less than $17,000.00 in compliance with Section 34.05 of the Texas Property Tax Code, and each taxing unit entitled to receive proceeds of the sale consents to the sale for that amount.

Section 2. This Resolution shall take effect immediately from and after its passage in accordance with the provisions of the law.

PASSED AND APPROVED this 27 day of June, 2017, by the Board of Trustees for the Garland Independent School District.

GARLAND INDEPENDENT SCHOOL DISTRICT

By: _____
Larry Glick
President, Board of Trustees

ATTEST:

_____
Johnny Beach
Secretary, Board of Trustees
Garland Independent School District

EXHIBIT A

BEING LOT 7 OF BLOCK 5 OF THE GLENFIELD ADDITION TO THE CITY OF GARLAND AND MORE COMMONLY KNOWN AS 228 LOMA DRIVE, CITY OF GARLAND, DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED IN THAT CERTAIN DEED RECORD AT VOLUME 90032, PAGE 2938 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS

DEED WITHOUT WARRANTY

THE STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF DALLAS §

That the **City of Garland**, a Texas home-rule municipality ("Grantor"), for and in consideration of Ten and No/100 Dollars ($10.00) and other good and valuable consideration to Grantor, the receipt and sufficiency of which is hereby acknowledged, paid in hand by **Leticia Floriana Santiago Osorio, 220 Loma Drive, Garland, TX 75040** ("Grantee"), has GRANTED, SOLD and CONVEYED, and by these presents does GRANT, SELL and CONVEY unto Grantee that certain lot, tract, or parcel of land, commonly known as **228 Loma Drive**, situated in the City of Garland, County of Dallas, State of Texas, to wit:

BEING LOT 7 OF BLOCK 5 OF THE GLENFIELD ADDITION TO THE CITY OF GARLAND AND MORE COMMONLY KNOWN AS 228 LOMA DRIVE, CITY OF GARLAND, DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED IN THAT CERTAIN DEED RECORD AT VOLUME 90032, PAGE 2938 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS (the "Property").

This Deed Without Warranty is subject to:

(i) any and all visible and apparent easements and encroachments, whether of record or not;

(ii) any and all covenants, conditions, reservations, restrictions, exceptions, easements, rights-of-way, mineral interests, mineral leases, or other instruments of record applicable to the land or any part thereof;

(iii) rights of the public to any portion of the above described property lying within the boundaries of dedicated or existing roadways or which may be used for road or street purposes;

(iv) rights of parties in possession; and

(v) any right of redemption as specified in Chapter 34, Subchapter B, Texas Property Tax Code.

It is understood and agreed that Grantor is not making any warranties or representations of any kind or character, express, implied or statutory, with respect to the Property, its physical condition or any other matter or thing relating to or affecting the Property and that the Property is being conveyed and transferred to Grantee "AS IS, WHERE IS, AND WITH ALL FAULTS." Grantor does not warrant or make any representations, express or implied, as to fitness for a particular purpose, merchantability, design, quantity, physical condition, operation compliance with specifications, absence of latent defects or compliance with laws and regulations (including, without limitation, those relating to zoning, health, safety and the environment) or any other matter affecting the Property.

THIS DEED IS MADE WITHOUT WARRANTY, EXPRESS OR IMPLIED, AND GRANTOR EXPRESSLY DISCLAIMS, EXCEPTS AND EXCLUDES ANY AND ALL WARRANTIES OF TITLE OR OTHERWISE FROM THIS CONVEYANCE, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES ARISING UNDER COMMON LAW OR STATUTE.

The intent of this Deed Without Warranty is to transfer the Property foreclosed on by the Grantor taxing jurisdictions in Cause TX92-40220 in the 192nd Judicial District Court, Dallas County, Texas, and no more. The liens foreclosed by the subject judgment and the post-judgment tax liens are discharged and extinguished by virtue of this conveyance.

When the context requires, singular nouns and pronouns include the plural.

TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances thereto and in anywise belonging unto Grantee, his heirs, successors and assigns forever; **WITHOUT WARRANTY AND SUBJECT IN ALL RESPECTS TO THE DISCLAIMERS SET FORTH ABOVE.**

EXECUTED on the dates set forth in the acknowledgements below, to be EFFECTIVE on the _____day of _____ 2016.

GRANTOR:

CITY OF GARLAND, a Texas home-rule municipality

By: _____

Title:_____

THE STATE OF TEXAS §
§
COUNTY OF DALLAS §

The foregoing instrument was acknowledged before me on the _____ day of _____, 2016, by _____, in his capacity as Mayor of the City of Garland.

_____
NOTARY PUBLIC, STATE OF TEXAS

_____
PRINTED NAME OF NOTARY

MY COMMISSION EXPIRES:
_____

GARLAND
POLICY REPORT

City Council Work Session Agenda **2.e.**

Meeting Date: July 31, 2017

Item Title: Downtown Square Streets, Sidewalk, Drainage, Infrastructure Engineering Design

Submitted By: Rick Vasquez, Managing Director

Council Goal: Sustainable Quality Development and Redevelopment
Financially Stable Government with Tax Base that Supports Community Needs
Fully Informed and Engaged Citizenry
Consistent Delivery of Reliable City Services
Safe, Family-Friendly Neighborhoods

ISSUE

This engineering study includes the conceptual design of several streets surrounding the Downtown Square. The study will also examine the streets that provide vehicle and pedestrian access to the Square. The project area includes the following limits:

- State Street, from 7th Street to 3rd Street
- Main Street, from 7th Street to 4th Street
- Avenue A, from 7th Street to 4th Street
- 6th Street, from Avenue A to approximately 150’ north of State Street
- 5th Street, from Avenue A to approximately 150' north of State Street

This scope includes full topographic survey for the project streets, a traffic analysis, plan view layouts of the project streets, and preliminary vertical grading for the streets adjacent to the Garland Square Park. The consultant will prepare alternative concepts for treatment of the pedestrian / amenity zones between the face of buildings and curbs. These concepts will explore options for configuring this zone in a manner that provides flexibility to respond to the needs of the various ground floor uses, and with the ability to be easily reconfigured as uses change over time. The layout alternative concepts will identify locations and configurations for primary pedestrian traffic areas, locations for street furnishings (specialty lighting, bollards, benches, trash receptacles if applicable), and any opportunities for landscape elements.

The alternative concepts will also explore paving materials and patterns and configurations that will establish a rhythm for the amenity improvements. This portion of the study will also include paving materials, paving patterns and site furnishing configurations for the street and parking areas to support an option for a festival street. Finally, the alternative concepts will explore locations, materials, and configurations for potential outdoor dining areas to ensure that a guide is established for the creation of these spaces where applicable based on adjacent use. Typical layouts for these areas will be established that will achieve maintenance of a zone for pedestrian circulation and amenities, while also providing space for tables, chairs, shade

elements and any fencing that may be required by TABC (if applicable).

RECOMMENDATION

Staff recommends City Council authorize staff to enter into a Professional Services Agreement with Kimley-Horn and Associates to provide a comprehensive infrastructure analysis of the rights-of-way surrounding the Downtown Square.

CONSIDERATION

Kimley-Horn will perform the services in Tasks 1-3 for the lump sum fee as follows:

Task 1. Data Collection $70,000; Task 2. Traffic Analysis and Counts $26,000; Project Development Phase $210,000. Special services in Tasks 4 & 5 will be billed on a labor fee plus expenses basis with a maximum fee of $24,000.

Funding for the right-of-way infrastructure engineering analysis shall come from the approved 2017 Downtown Gateway intersection improvement project, the Downtown Square Redesign project, water & sewer, and storm-water funds.

Attachments

Downtown ROW Engineering Analysis Agreement

Downtown Engineering Analysis

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into between the City of Garland, Texas ("City"), and Kimley-Horn and Associates, Inc. ("Consultant").

W I T N E S S E T H

For and in consideration of the agreements contained herein, City and Consultant agree as follows:

1. **Retention of Consultant**. City hereby retains Consultant to provide the professional services described in Exhibit A.

2. **Compensation**.

(A) City shall pay Consultant for the services of Consultant not to exceed $330,000.00. Consultant shall invoice City for services performed and expenses incurred no more frequently than every thirty (30) days according to Exhibit B.

(B) City agrees to pay the actual, necessary and reasonable expenses incurred by Consultant in performing services under this Agreement for the City, or to reimburse Consultant for such expenses, as the case may be, for those expenses which the City has approved such as long distance telephone, fax, postage, copying costs, travel, subconsultant and related business expenses (such expenses not to exceed $1,000.00 without the prior approval of the City) according to Exhibit B.

3. **Records and Billing**. Consultant shall maintain records of all work done on behalf of the City and of all expenses incurred for which Consultant seeks payment or reimbursement. Bills for Consultant's expenses are payable within thirty (30) days of receipt by the City.

4. **Status of Consultant**. Consultant acknowledges that Consultant is an independent contractor of the City and that Consultant is not an employee, agent, official or representative of the City. Consultant shall not represent, either expressly or through implication, that Consultant is an employee, agent, official or representative of the City. Income taxes, self-employment taxes, social security taxes and the like are the sole responsibility of the Consultant. Consultant agrees to indemnify and hold the City, its agents, employees and representatives harmless from and against any loss, cost, damages or expenses (including attorney and expert witness fees) arising from or attributable to the negligent performance of Consultant under this Agreement whether attributable solely to Consultant or jointly to and between Consultant and others, including any party indemnified herein and including liability arising from strict or other non-fault based liability. In the event of concurrent negligence on the part of Consultant and an indemnified party, Consultant's indemnification obligation shall be limited to the degree of fault apportioned to the Consultant.

5. **Termination**. Either party may terminate this Agreement at any time, at will and without cause, thirty (30) days after delivery of written notice of termination to the other party. In the event the City terminates this Agreement and Consultant is not in default or in breach of this Agreement, City agrees to pay Consultant for all services actually performed and for expenses actually incurred as of the day of termination provided that such services and expenses conform to the terms of this Agreement.

6. **Notices**. Any notice required or desired to be given to either party hereto shall be deemed to be delivered: (i) on the date of delivery, if hand delivered; (ii) one (1) day after sending, if sent by overnight courier; or (iii) three (3) days after the same is posted in a U.S. mail receptacle, postage prepaid, to the address of the applicable party set out below such party's signature herein below, if sent by mail. Either party hereto may change such party's address for notice to another address within the United States of America, 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.

7. **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.

8. **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 provisions 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.

9. **Waiver**. Either party shall have the right to waive any requirement contained in this Agreement, which is intended for the waiving party's benefit, but, expect as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended.

10. **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. This Agreement is performable in Dallas County, Texas, and exclusive venue for any action arising out of this Agreement shall be in Dallas County, Texas.

11. **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. The parties acknowledge that they have read and participated in the preparation of this Agreement so that this Agreement shall not be construed either more or less strongly in favor of or against either party.

12. **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.

13. **Counterparts**. This Agreement has been executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

14. **Relationship of Parties**. 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 or of joint venture or of any association whatsoever between the parties, 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 an independent contractor.

15. **Exhibits**. All exhibits attached hereto are incorporated herein by reference for all purposes wherever reference is made to the same provided that, to the extent of any conflict between the terms of this Agreement and the terms of any exhibit, the terms of this Agreement shall control.

16. **Non-Collusion**. Consultant represents and warrants that Consultant has not given, made, promised or paid, nor offered to give, make, promise or pay any gift, bonus, commission, money or other consideration to any person as an inducement to or in order to obtain the work to be provided to the City under this Agreement. Consultant further agrees that Consultant shall not accept any gift, bonus, commission, money, or other consideration from any person (other than from the City under this Agreement) for any of the services performed by Consultant under or related to this Agreement. If any such gift, bonus, commission, money, or other consideration is received by or offered to Consultant, Consultant shall immediately report that fact to the City and, at the sole option of the City, the City may elect to accept the consideration for itself or to take the value of such consideration as a credit against the compensation otherwise owing to Consultant under this Agreement.

17. **Disclosure of Business Relationships/Affiliations; Conflict of Interest Questionnaire**. Consultant represents that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code.

18. **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 response does not reasonably resolve the dispute, in the opinion of the dissatisfied party, 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.

EXECUTED this_____day of _____, 2017.

CITY:

CITY OF GARLAND

Bryan Bradford
City Manager

CONSULTANT:

KIMLEY-HORN AND ASSOCIATES, INC.

G. Brad Tribble, P.E.
Senior Vice President

ADDRESS FOR NOTICE:

CITY

City of Garland
800 Main Street
P. O. Box 469002
Garland, TX 75046-9002
Attn: Michael Polocek, P.E.

CONSULTANT

Kimley-Horn and Associates, Inc.
2201 West Royal Lane
Suite 275
Irving, TX 75063
Attn: Tom Grant, P.E.

Exhibit A

Scope of Services

Downtown Streets Roadway and Sidewalk Design Phase 1

This project includes the conceptual design of several downtown streets and sidewalks to make them more pedestrian friendly and interface with the Garland Square Park redesign currently underway. The project area includes the following limits:

- State Street, from 7th Street to 3rd Street
- Main Street, from 7th Street to 4th Street
- Avenue A, from 7th Street to 4th Street
- 6th Street, from Avenue A to approximately 150' north of State Street
- 5th Street, from Avenue A to approximately 150' north of State Street

This scope includes full topographic survey for the project streets, a traffic analysis, plan view layouts of the project streets, and preliminary vertical grading for the streets adjacent to the Garland Square Park.

1. Data Collection

The CONSULTANT will perform a topographic and boundary survey within the limits of the proposed improvements. The following items will be performed:

Property Research

- Gather existing plat information
- Collect property owner information
- Gather existing right-of-way and easement information based on available plats and record drawings. Title research, if required by the CITY, can be provided as an Additional Service
- Coordinate with Texas811 to locate and mark existing franchise and public utilities prior to performing the field survey
- CITY shall arrange and make provisions for CONSULTANT's Subconsultant to access all properties to perform survey, if necessary. CONSULTANT will provide door hanger pamphlets to property owners prior to performing the survey.

Perform Topographic Survey

- Perform full topographic survey for the project limits provided below, supplemented by the existing survey (from 2010) and record drawings provided by the City.
- Limits will include the following:
  - State Street, from 7th Street to 3rd Street from building face to building face or 20’ beyond the right-of-way, whichever is less.
  - Main Street, from 7th Street to 4th Street from building face to building face or 20’ beyond the right-of-way, whichever is less.
  - Avenue A, from 7th Street to 4th Street from building face to building face or 20’ beyond the right-of-way, whichever is less.
  - 6th Street, from Avenue A to 150’ north of State Street from building face to building face or 20’ beyond the right-of-way, whichever is less.
  - 5th Street, from Avenue A to 150’ north of State Street from building face to building face or 20’ beyond the right-of-way, whichever is less.
- Perform field survey ground control
- Locate pertinent objects and above-ground features, typically including:
  - Roadway pavement
  - Drainage structures (i.e. culverts, ditches, inlets, manholes, and outfalls)
  - Utilities (signs or markers showing the presence of underground utilities, valves, manholes, flowlines, meters, backflow preventers, vents, poles, and guy wires)
  - Large (6 inch diameter and up), significant trees (identify species and caliper)
  - Limits of landscaped areas will be defined. Individual plans and or trees (less than 6 inch diameter) will not be located.
  - Fences (including material type) and gates
  - Sidewalks
  - Door threshold locations (horizontally and vertically)
  - Street lights
  - Signs (roadway and private)
  - Right-of-Way monumentation
- Process survey data to create plan view of existing features

- Prepare a final topographic drawing in digital format (including contours and break lines) showing the features located in the field as well as right-of-way information, an ASCII coordinate file of the points located in the field, and a hard copy of the coordinates and feature descriptions. Digital files will be in .DWG format. The CONSULTANT will conduct one site visit to field verify the topographic survey.

Subsurface Utility Engineering (SUE) Quaility Level "B" (performed by subconstultant)

- Coordinate with SUE subconsultant
- Designate SUE Quality Level "B" toneable utilities within the one-block area adjacent to the Garland Square Park (6th Street, State Street, 5th Street, and Main Street). SUE Quality Level "A" work is included in the Scope of services under Task 4.
- SUE Quality Level "B" services will include use of geophysical prospecting equipment to identify franchised utilities and mark them with paint and/or pin flags.
- Evaluate the SUE results and provide a summary of potential utility conflicts to the City.
- Perform topographic survey to tie down SUE Quality Level "B" locates.

Review of Previous City of Garland Studies and Design Standards

- Review previous City of Garland Studies and Design Standards, including the following:
  - Downtown Urban Design Standards
  - Downtown Drainage Study
  - Downtown Parking Implementation Plan
  - Construction Standards
  - Utility information provided by the City
  - Other information provided by the City, if applicable

Site Visit and Kickoff Meeting

- Site visit with City staff to walk the project streets.
- Kickoff meeting and presentation with City staff and key stakeholders.

2. Traffic Analysis and Traffic Counts

The CONSULTANT will perform the following tasks to analyze the collected data and provide recommendations for improvements.

- The CONSULTANT (through a Subconsultant) will collect non-holiday weekday AM (7:00 – 9:00) peak hour, PM (4:00 – 6:00) peak hour, and weekend midday (11:00 – 1:00) traffic and pedestrian turning movement counts for the following intersections:
  - State Street and 6th Street (unsignalized)
  - State Street and 5th Street (signalized, in all-way stop flash mode)
  - Main Street and 7th Street (unsignalized)
  - Main Street and 6th Street (signalized)
  - Main Street and 5th Street (signalized)
- The CONSULTANT (through a Subconsultant) will collect 24-hour weekday bi-directional counts for the following roadways:
  - State Street, between 5th and 6th
  - Main Street, between 5th and 6th
  - 5th Street, between Main and State
  - 6th Street, between Main and State
- In the general vicinity of the project limits, the CONSULTANT will perform in-field verification of the existing roadway network, parking areas, sidewalk network, and intersection characteristics. The CONSULTANT will observe any general traffic patterns, pedestrian/bicycle traffic patterns, parking spot occupancy levels, and sight distances in the project limits.
- Develop future traffic and pedestrian projections with input from City Staff. The future traffic projections will focus on the build out of the study area for potential future uses and development of undeveloped parcels.
- Analyze the five intersections previously listed where traffic data is being collected for Existing Conditions (2017) and Horizon Year Conditions (2027).
- Review lane widths, turn bay needs, parking space sizes and quantity, bicycle facility needs, and handicapped parking space and ramp requirements. Also consider parking space needs for pickup trucks.
- Recommend future traffic control devices for intersections, lane geometries, and potential crosswalk locations.

- The CONSULTANT will produce a brief technical memorandum summarizing the traffic analysis with recommendations. The CONSULTANT will revise the memorandum up to one time based on City comments and submit the final memorandum to the City.

3. Project Development Phase

Pedestrian/Amenity Concepts

The CONSULTANT will prepare alternative concepts for treatment of the pedestrian / amenity zones between the face of buildings and curbs. These concepts will explore options for configuring this zone in a manner that provides flexibility to respond to the needs of the various ground floor uses, and with the ability to be easily reconfigured as uses change over time. The layout alternative concepts will identify locations and configurations for primary pedestrian traffic areas, locations for street furnishings (specialty lighting, bollards, benches, trash receptacles if applicable), and any opportunities for landscape elements.

The alternative concepts will also explore paving materials and patterns and configurations that will establish a rhythm for the amenity improvements. This portion of the study will also include paving materials, paving patterns and site furnishing configurations for the street and parking areas to support an option for a festival street. Finally, the alternative concepts will explore locations, materials, and configurations for potential outdoor dining areas to ensure that a guide is established for the creation of these spaces where applicable based on adjacent use. Typical layouts for these areas will be established that will achieve maintenance of a zone for pedestrian circulation and amenities, while also providing space for tables, chairs, shade elements and any fencing that may be required by TABC (if applicable).

This task includes the development of up to three hand drawn typical plan view and section alternative concepts for pedestrian / amenity zones. Input received by the City on the three hand drawn concepts will be incorporated into the preferred conceptual layout. Perspective and artist renderings can be provided as an Additional Service.

Typical Section Option Development

The CONSULTANT will prepare up to two planning-level street typical sections per study area street segment that will incorporate the following elements:

- Pedestrian traffic areas
- Street furnishings and outdoor dining
- Landscaping
- Travel lanes and parking areas
- Right-of-way
- Flexible adjacent building use
- Design details for a Festival Street, if applicable

One-Day Workshop

The CONSULTANT will prepare for a day-long workshop with the City and key stakeholders to discuss the hand drawn alternative concepts for pedestrian / amenity zones and the planning-level typical sections for each street segment. The City will provide guidance on the preferred concepts for each street segment.

Downtown Streets Conceptual Layout in AutoCAD (approximately 15 street segments)

The CONSULTANT will incorporate the preferred street segment concepts into one (1) preferred conceptual plan-view layout of the entire project area in AutoCAD, which may include the following:

- Control data
- Existing right-of-way and easements
- Existing face of curb
- Existing trees
- Existing storm drain locations
- Existing water line locations
- Existing sanitary sewer line locations
- Existing franchise utility locations, to be provided by the City
- Proposed centerline alignment and horizontal curve data
- Proposed curb lines, turn lanes, pedestrian ramps, sidewalks
- Proposed parking spaces

- Proposed City utilities, including replacement and upsizing, as provided by the City
- Proposed landscaped areas
- Proposed Garland Square Park (by others)
- Possible ROW and easement requirements
- Lighting placement based on City standards

Downtown Streets Conceptual Layout Computer Rendering (approximately 15 street segments)

For the public, the CONSULTANT will also prepare a version of the conceptual plan that is more graphical in nature that is based on the AutoCAD drawing. This will consist of one plan-view color computer rendering of the preferred conceptual plan-view layout of the entire project area, which may include the following:

- Existing and possible ROW and easement requirements
- Proposed curb lines, turn lanes, pedestrian ramps, sidewalks
- Proposed parking spaces
- Proposed landscaped areas
- Proposed lighting placement based on City standards
- Proposed Garland Square Park (by others)
- Proposed pedestrian traffic areas
- Proposed street furnishing areas
- Proposed outdoor dining areas
- Proposed hardscape treatments
- Proposed planning-level typical sections for each street segment

Preliminary Grading for the Streets Adjacent to Square Park (4 street segments)

The CONSULTANT will develop one preliminary grading plan for the one-block area adjacent to the Garland Square Park (6th Street, State Street, 5th Street, and Main Street) in AutoCAD. It may include the following elements:

- Preliminary grading, which will be from the face of surrounding buildings to the proposed Garland Square Park

- Identify significant vertical design constraints within the square, including existing building finished floor and threshold elevations and proposed Garland Square Park design (if available)
- Establish limits of intersection improvements at the four intersections around the square
- Establish and document design criteria
- Project centerline/baseline
- Show future alignments for existing City utilities inside the project area (sizes and locations to be provided by City)
- American with Disabilities Act (ADA) paths
- Evaluate and document potential construction sequencing approaches (narrative only)
- Refined typical sections

Phasing, Prioritization, and Opinion of Probable Construction Costs

- Develop preliminary phasing and prioritization through discussions with the City.
- Prepare preliminary opinion of probable construction cost for the project based on proposed project phasing. City utilities will be broken out separately.

Meetings and Public Involvement

- Up to four project meetings that could include the following:
  - City staff
  - David C. Baldwin Inc.
  - One open house
  - One City Council Meeting
  - Additional meetings will be performed hourly (as part of Task 5)

4. Subsurface Utility Engineering (SUE) Quality Level "A"

Approximate location of utilities will be identified during Task 1. If required and authorized by the City, Consultant (through a Subconsultant) will perform up to five (5) Quality Level "A" potholes at a rate of $2,000/each to identify existing City and franchise utilities at critical locations within the project limits.

- Non-destructive vacuum excavation equipment may be used to expose the utilities at specific points which will then be field surveyed.
- Consultant will evaluate the SUE results and provide a summary of potential utility conflicts to the City.

5. **Additional Meetings (hourly)**

   Additional project meetings requested by the City beyond the meetings included in Tasks 1-3 will be provided on an hourly basis. These meetings could include the following:

   - One-on-one stakeholder meetings
   - Additional meetings with City staff
   - Additional public meetings
   - Additional City Council Meetings
   - Other project meetings as requested by the City

   The budgeted fee for this task is based upon approximately 60 hours of labor. We will not proceed with performance of services beyond the hours budgeted without written authorization by the client.

Additional Services

1. Geotechnical study and pavement design
2. Parking supply and demand analysis
3. Intersection all-way stop or traffic signal warrant studies
4. Construction documents
5. Right-of-Way documentation, title research, and easement documents
6. Coordination with franchise utilities and railroad
7. Photometric analysis
8. Drainage studies
9. Renderings beyond what are included in the scope of services
10. Any item not specifically described in the scope of services

Exhibit B

Fee Proposal

BASIC SERVICES

Kimley-Horn will perform the services in Tasks 1-3 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1	Data Collection	$70,000
Task 2	Traffic Analysis and Traffic Counts	$26,000
Task 3	Project Development Phase	$210,000
Total Lump Sum Fee		$306,000

For Tasks1-3, the lump sum fee will be billed monthly on a percent complete basis.

SPECIAL SERVICES

Kimley-Horn will perform the services in Tasks 4-5 on a labor fee plus expense basis with the maximum labor fee shown below.

Task 4	Subsurface Utility Engineering (SUE) Quality Level "A"	$10,000
Task 5	Additional Meetings	$14,000
Maximum Reimbursable Fee and Expenses		$24,000

For Tasks 4-5, labor fee will be billed on an hourly basis according to our then-current rates. Kimley-Horn will not exceed the total maximum fee shown without authorization from the Client. As to these tasks, direct reimbursable expenses such as express delivery services, fees, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses as to these tasks 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. All permitting, application, and similar project fees will be paid directly by the Client.

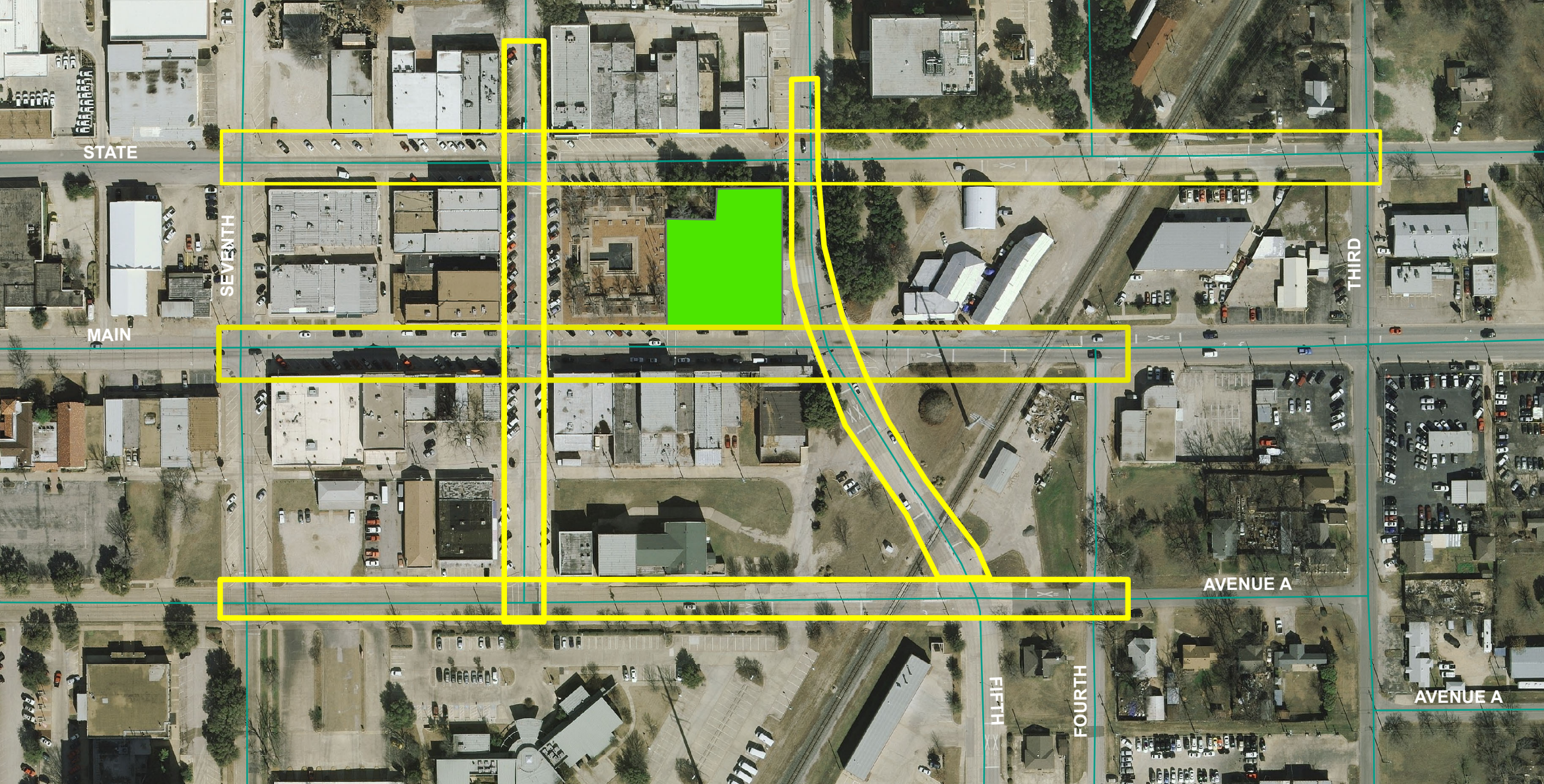
Kimley-Horn and Associates, Inc.

Standard Rate Schedule

(Hourly Rate)

Senior Professional I	$240 - $265
Senior Professional II	$180 - $250
Professional	$160 - $210
Senior Technical Support	$115 - $190
Technical Support	$70 - $100
Analyst	$105 - $175
Support Staff	$ 75 - $ 115

Effective July 2017


STATE
SEVENTH
MAIN
THIRD
AVENUE A
FIFTH
FOURTH
AVENUE A

GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **2.f.**
Meeting Date: July 31, 2017
Item Title: Report on Council Official Travel

Summary of Request/Problem

Council Policy Section 6
(E) A Councilmember shall provide a brief report on any meeting attended at the expense of the City at the next regular meeting of the Council. If multiple Councilmembers attended the same event, a joint report may be made. The City Manager will provide the City Council with an annual written briefing on Council travel and related expenses.

Written report will be provided by Mayor and or Council Member.

Recommendation/Action Requested and Justification

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **3.a.**

Meeting Date: July 31, 2017

Item Title: DART Update Report

Summary of Request/Problem

Council will be updated on DART's services, activities, programs and projects within Garland.

Recommendation/Action Requested and Justification

Council discussion.

Attachments

City of Garland DART Update Presentation

DART Briefing to the Garland City Council

Jonathan Kelly

DART Board of Directors

July 31, 2017

DART let's go.

Agenda

- DART Overview
- Ridership Trends
- City Comparisons
- Key Board Updates
  - Cotton Belt
  - D2 alignment
  - Fare Changes and Payment Enhancements
  - Board Turnover
- 1st Year Performance Update
- Questions

DART let's go.

DART Overview

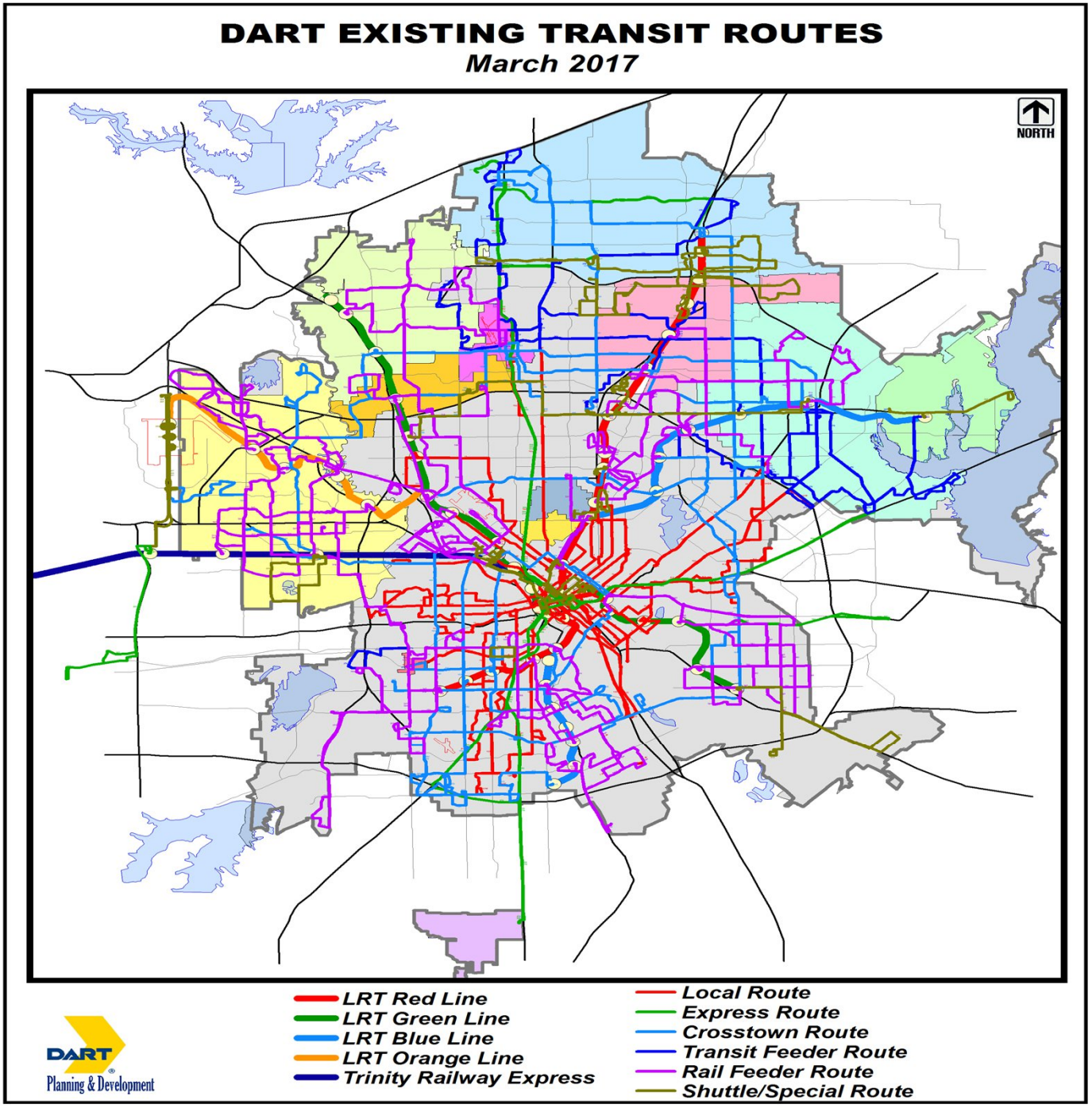
- Formed in 1983
- 700 Sq. Mile Service Area/2.35M Population
- 67.1 million riders in FY16
  - 233,780 avg. weekday riders
- 13 Service Area Cities & 15 Board Members
  - Dallas: 8 Board Members
  - Suburban Cities: 7 Board Members
  - Meet twice a month (2nd & 4th Tuesdays) (time range 10:30A-8P)

DART let's go.

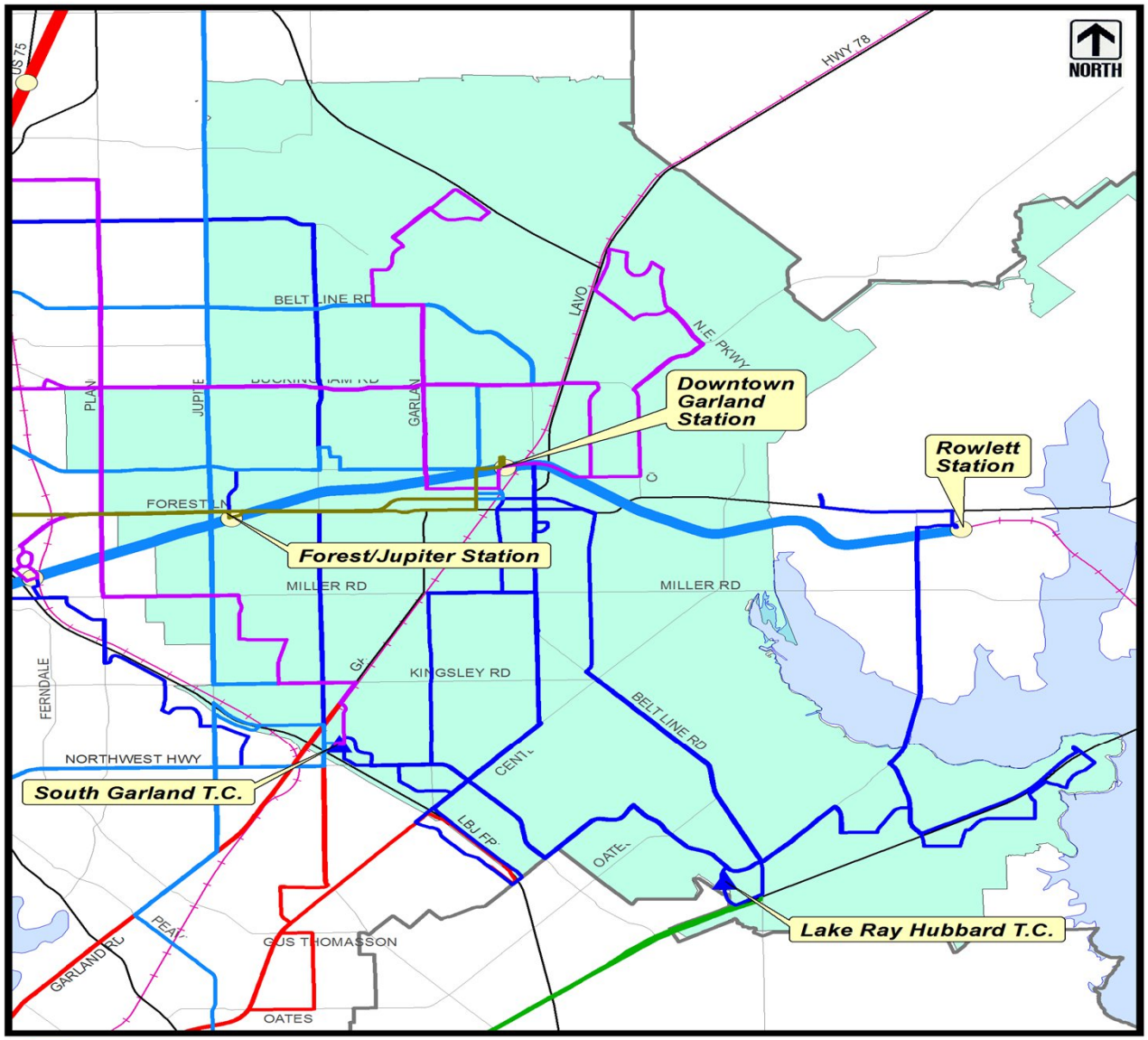
The Multimodal DART System

- 140 bus routes
  12k bus stops
- 93 miles Light Rail
- 34 miles Commuter Rail
- Para transit/Vanpool
- Modern Street Car
- Future?

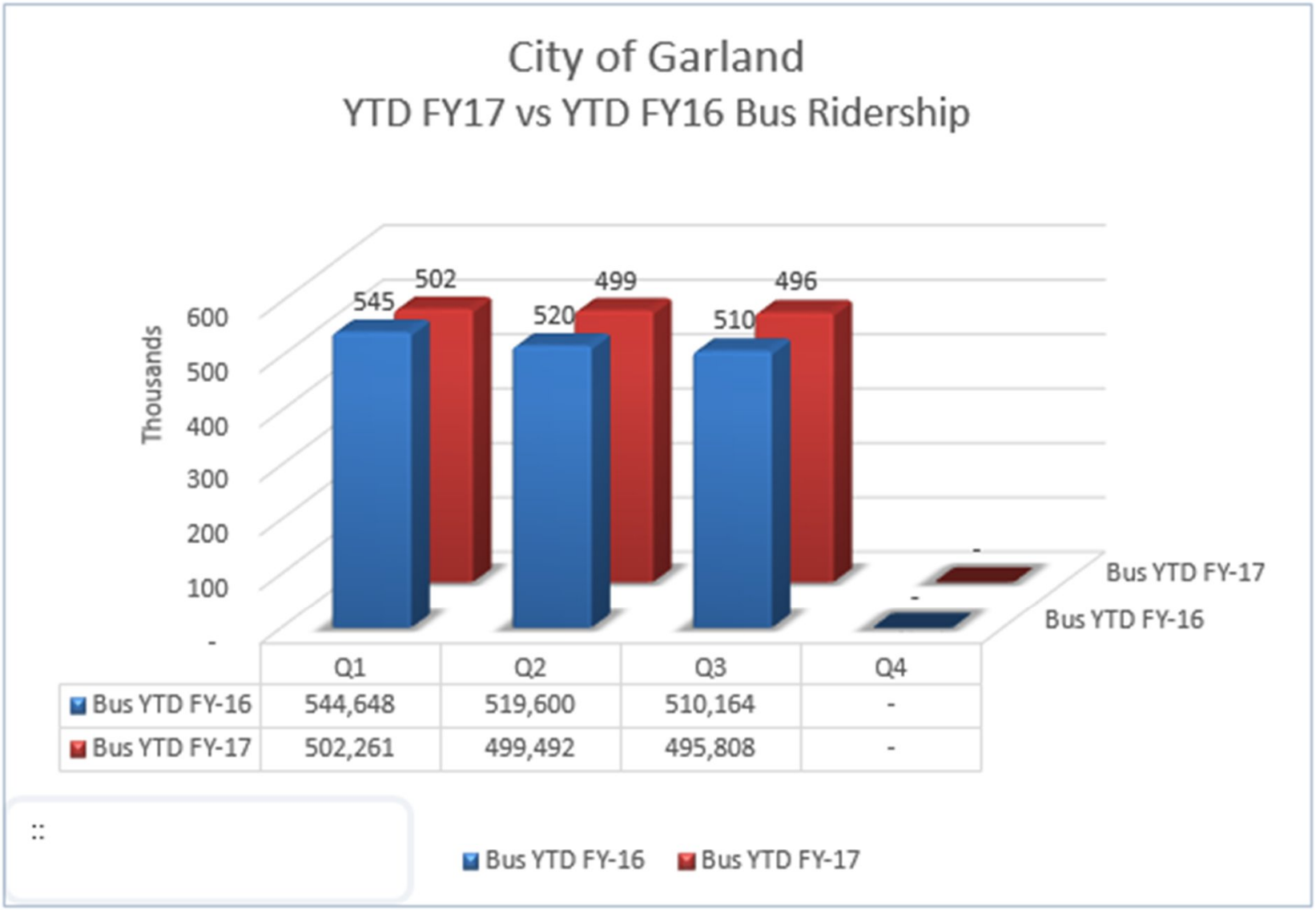
DART let's go.


DART EXISTING TRANSIT ROUTES
March 2017
NORTH
LRT Red Line
LRT Green Line
LRT Blue Line
LRT Orange Line
Trinity Railway Express
Local Route
Express Route
Crosstown Route
Transit Feeder Route
Rail Feeder Route
Shuttle/Special Route
DART
Planning & Development

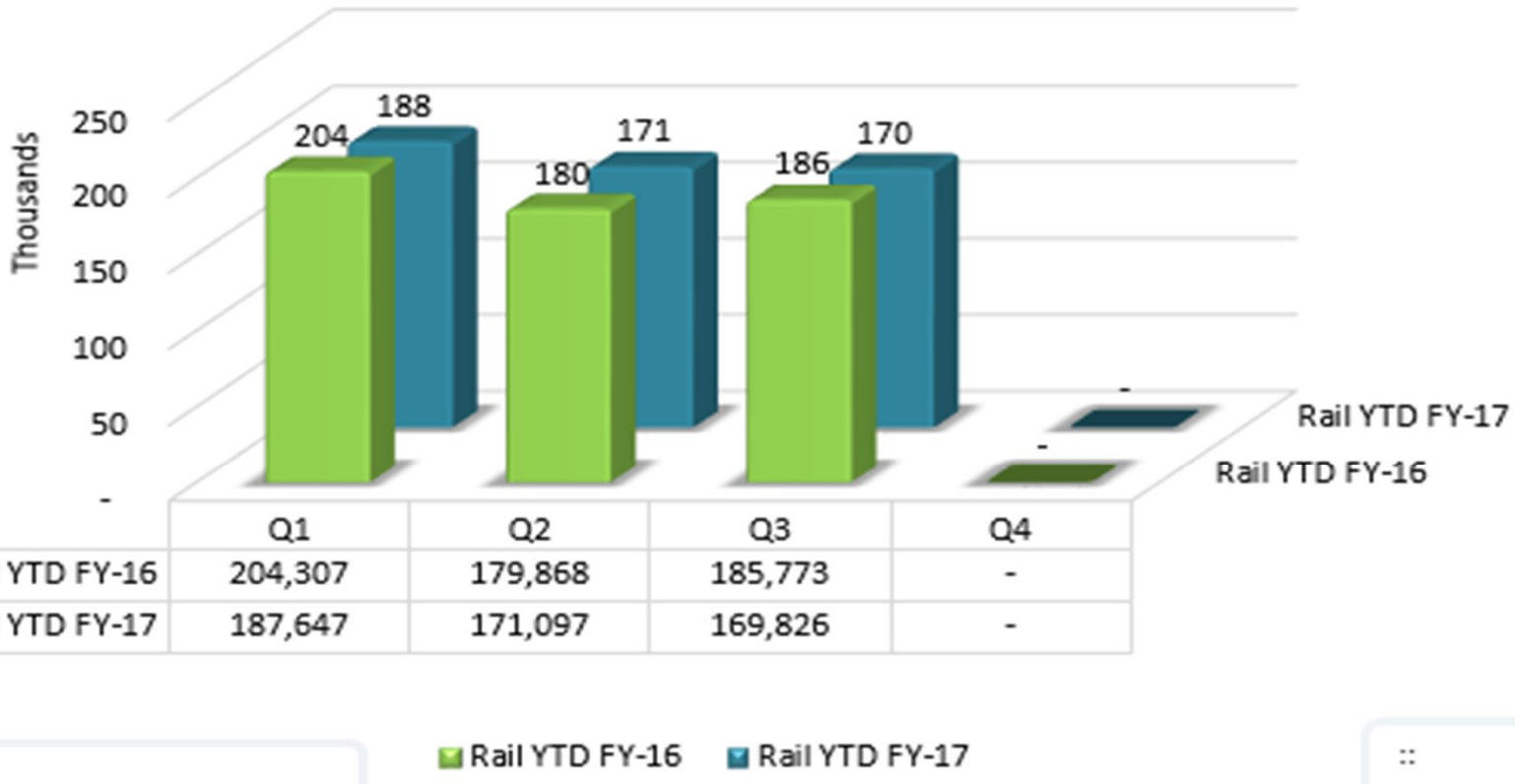
BUS ROUTES SERVICE IN GARLAND



DART
Planning & Development

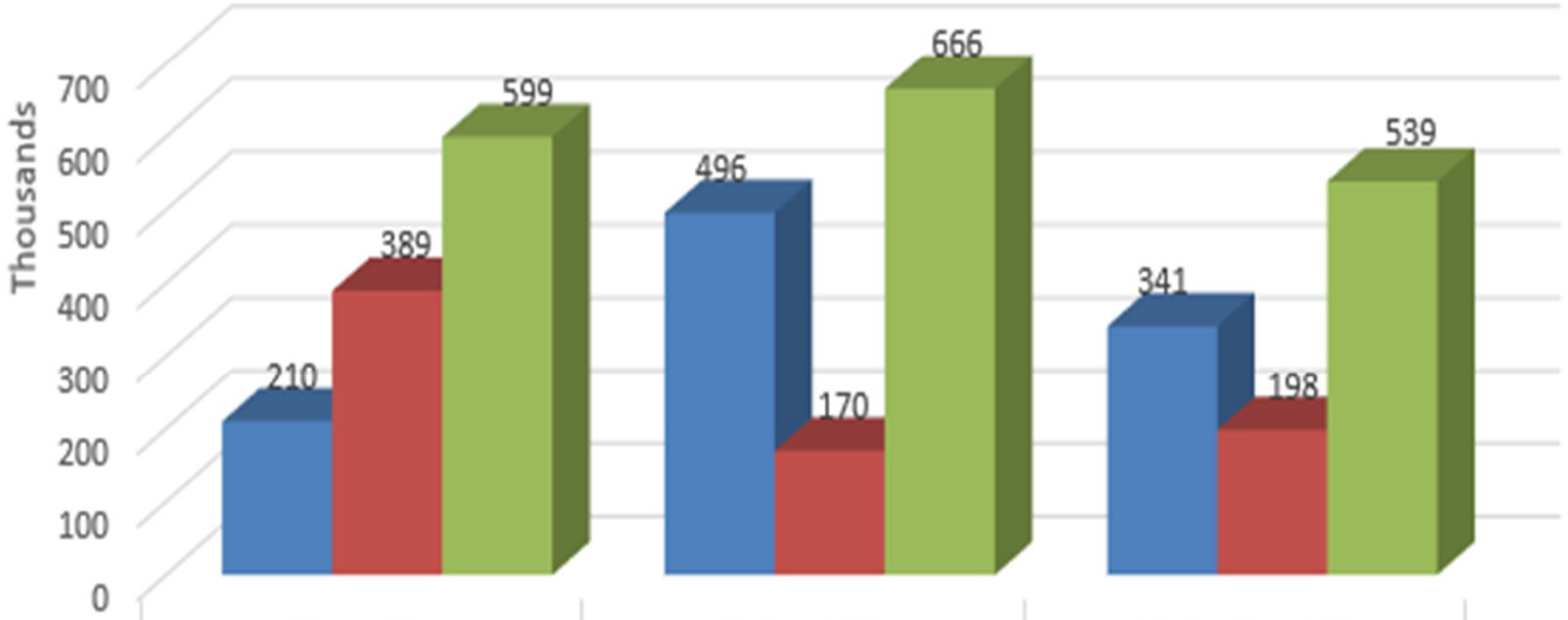

City of Garland
YTD FY17 vs YTD FY16 Bus Ridership
Thousands
600
500
400
300
200
100
-
545
502
520
499
510
496
-
-
Bus YTD FY-17
Bus YTD FY-16
Q1
Q2
Q3
Q4
Bus YTD FY-16
544,648
519,600
510,164
-
Bus YTD FY-17
502,261
499,492
495,808
-
::
Bus YTD FY-16
Bus YTD FY-17

City of Garland
YTD FY17 vs YTD FY16 Light Rail Ridership



	Q1	Q2	Q3	Q4
Rail YTD FY-16	204,307	179,868	185,773	-
Rail YTD FY-17	187,647	171,097	169,826	-

Ridership Comparison Among Serviced Cities For Q3 FY 2017

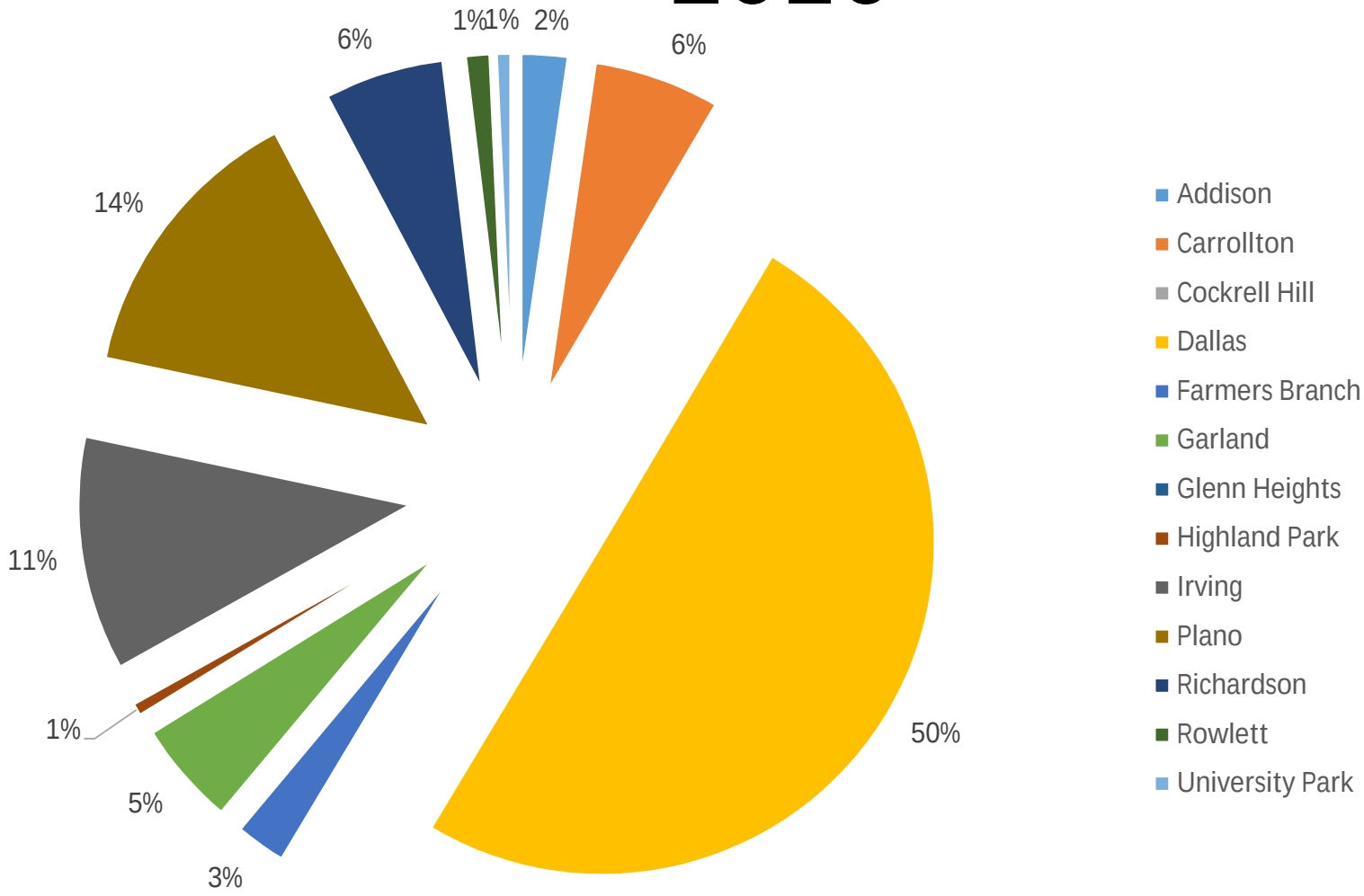


	Plano Q3	Garland Q3	Richardson Q3
Bus	210,049	495,808	340,902
Light Rail	389,427	169,826	197,892
Total	599,476	665,634	538,794

Bus Light Rail Total

DART let's go.

Total DART Sales Tax Collected - 2016



DART let's go.

DART City Comparison

City	2016 Sales Tax Collected	Sales Tax %	2015 Population	Population %	Board Members
Dallas	$273,160,667	50%	1,244,270	52.90%	7.9
Plano	$76,054,846	14%	271,140	11.50%	1.7
Irving	$62,224,995	11%	228,610	9.70%	1.5
Carrollton	$33,539,074	6%	125,250	5.30%	0.8
Richardson	$31,766,711	6%	102,430	4.40%	0.7
Garland	$27,713,235	5%	232,960	9.90%	1.5
Farmers Branch	$13,491,744	2%	30,350	1.30%	0.2
Addison	$12,485,440	2%	15,530	0.70%	0.1
Rowlett	$6,471,147	1%	56,910	2.40%	0.4
University Park	$3,870,840	1%	22,840	1.00%	0.1
Highland Park	$3,465,647	1%	8,440	0.40%	0.1
Glenn Heights	$506,347	>1%	11,440	0.50%	0.1
Cockrell Hill	$332,210	>1%	4,160	0.20%	0.02
Total:	$545,082,903		2,354,330		15.12

Garland Amenities Comparison

Garland Bus Shelters	
Total Garland Bus Stops	877
Total Garland Stops with Shelters	45*
Non Shelter Benches at Bus Stops	101**

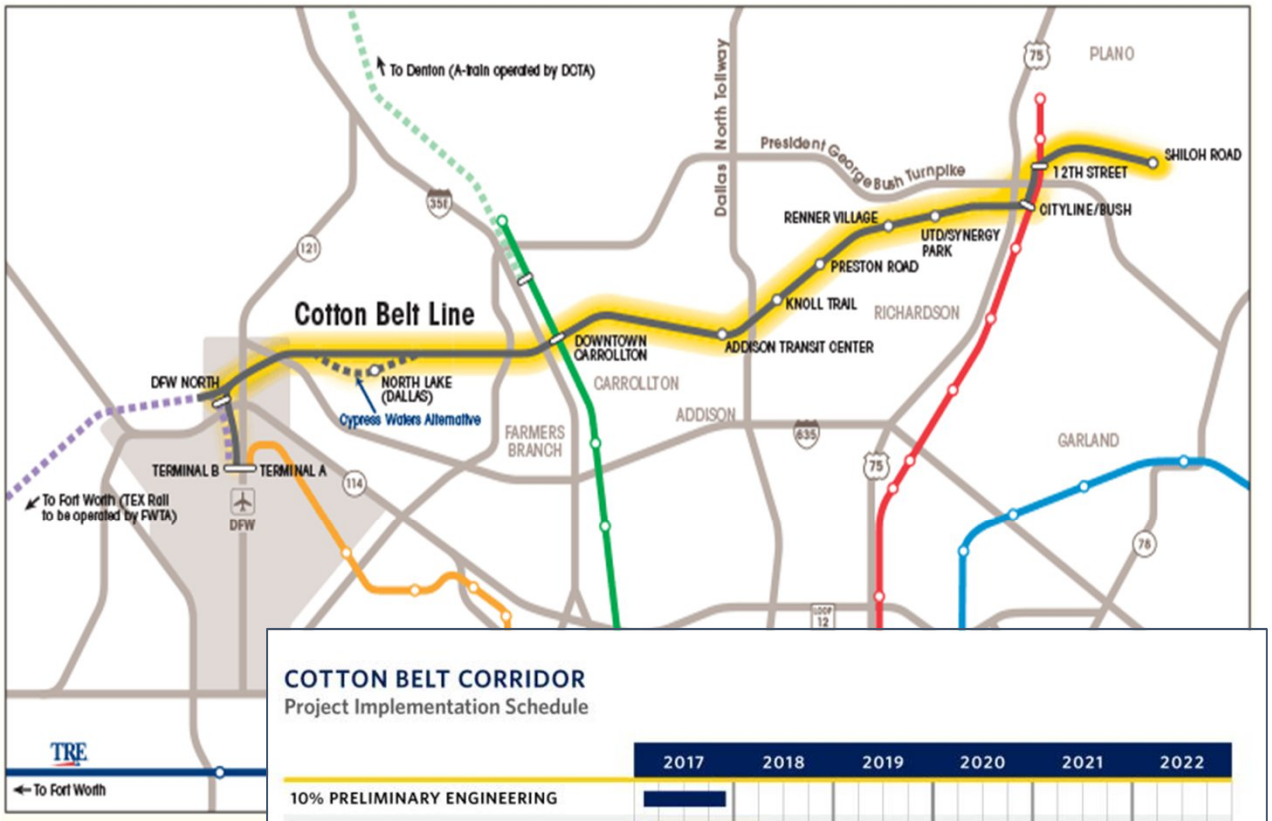
Plano	
Total Plano Bus Stops	575
Total Plano Stops with Shelters	15*
Non Shelter Benches at Bus Stops	67**

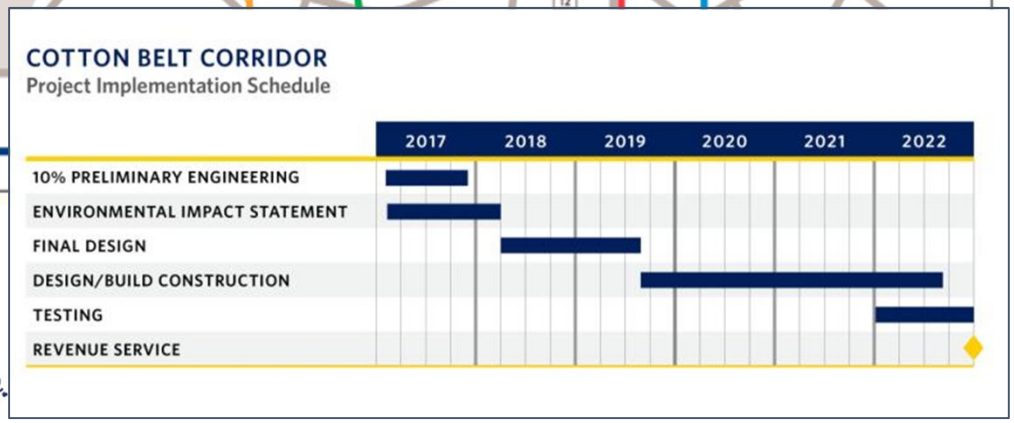
Richardson	
Total Richardson Bus Stops	489
Total Richardson Stops with Shelters	14*
Non Shelter Benches at Bus Stops	53**

* **Excluding shelters at Rail or Transit Centers**
** **All shelters also include benches**

DART let's go.

Cotton Belt Rail Line





DART let's go.

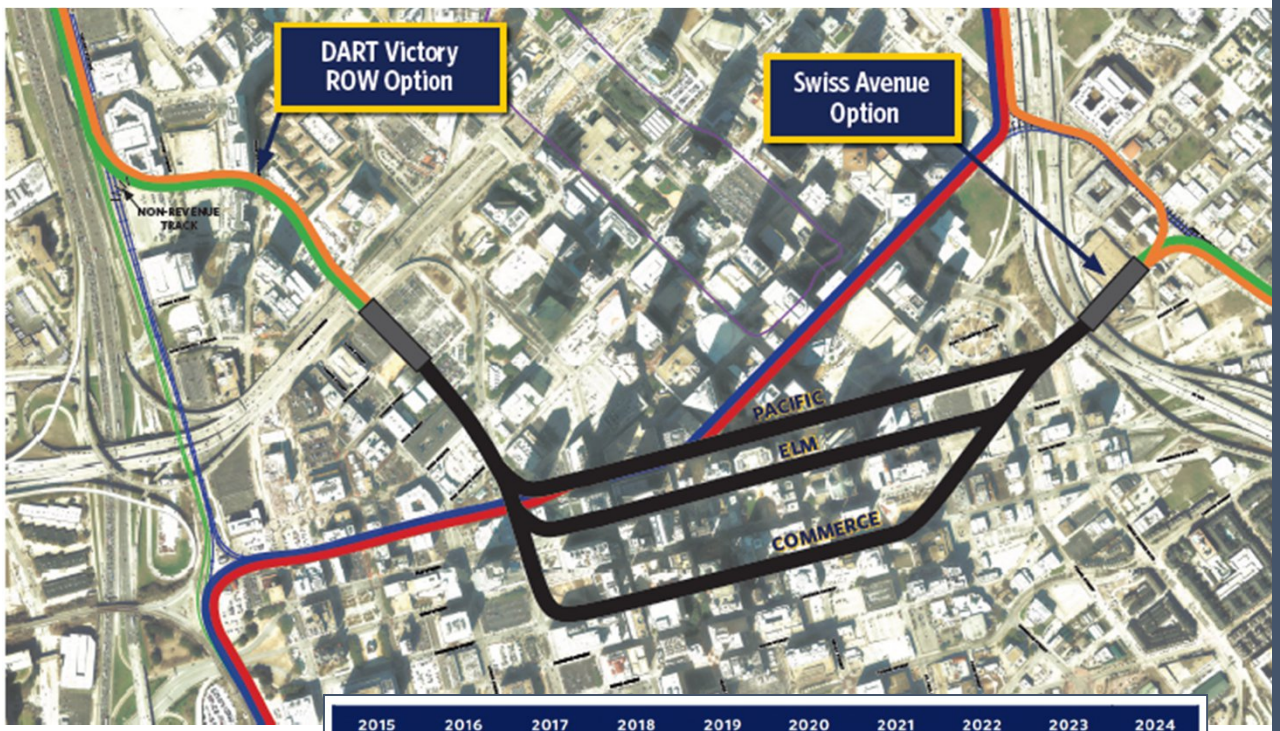
Current Status:

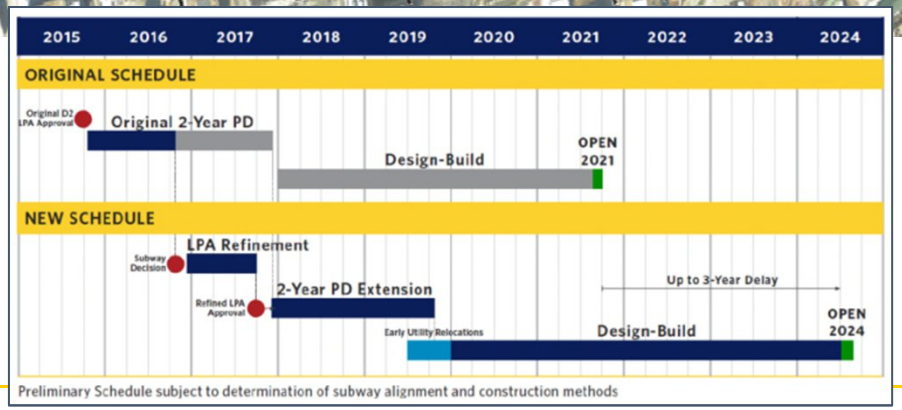
- DART 2030 Financial Plan
- Two Board votes to allow staff to proceed with debt issuance failed (by 1 vote each time).
- 26 miles
- Revenue service in 2022

$1.1 billion Project

- $150m spent to date
- $227m of DART local funds, COG, Cities
- $908m RRIF bond

D2 – Downtown Second Alignment: Locally Preferred Alternative





Current Status:

- DART 2030 Financial Plan
- Originally an At-Grade line & changed to subway
- Subway doubles cost
- Awaiting:
  - Dallas LPA
  - FTA Core Capacity Matching ($650m)
- Dallas leveraging Cotton Belt vote for contingency plan if no FTA match funding
- Revenue service 2024

Project Est. Costs by Align.:

- $938m Pacific Street
- $1.3b Commerce St.

DART let's go.

DART New Fare Product Price Schedule

- Introduction of single-ride fare for bus service at $2.50 (the price of 2-hour pass today)
- Across-the-board 20% price increase except Mid-Day pass increase of 25¢ from $1.75 to $2.00 and paratransit 50¢ increase from $3.00 to $3.50
- 2-hour pass expanded to a.m. / p.m. pass of $3.00
- Ratios to remain unchanged: Monthly (31-Day) = 32 a.m./p.m. passes. Annual = 10 x monthly. Annual Corporate = 75% of Annual. Regional = 2 x Local
- Weekly pass eliminated. Fare capping will obsolete this.

DART let's go.

New Payment System

- New fareboxes on DART buses in November 2017 (with change to a.m. / p.m. from 2-hour & day passes)
- GoPass “2.0” arrives November 2017 & will enable cash purchase of GoPass tickets
- Contactless payment cards (DART GoPassTap) deployed to stores beginning August 2018
- GoPassTap cards sell for $6.00 and have $6.00 of transit value upon activation = the cost of an a.m. pass ($3.00) and a p.m. pass ($3.00)
- Daily and monthly fare capping

DART let's go.

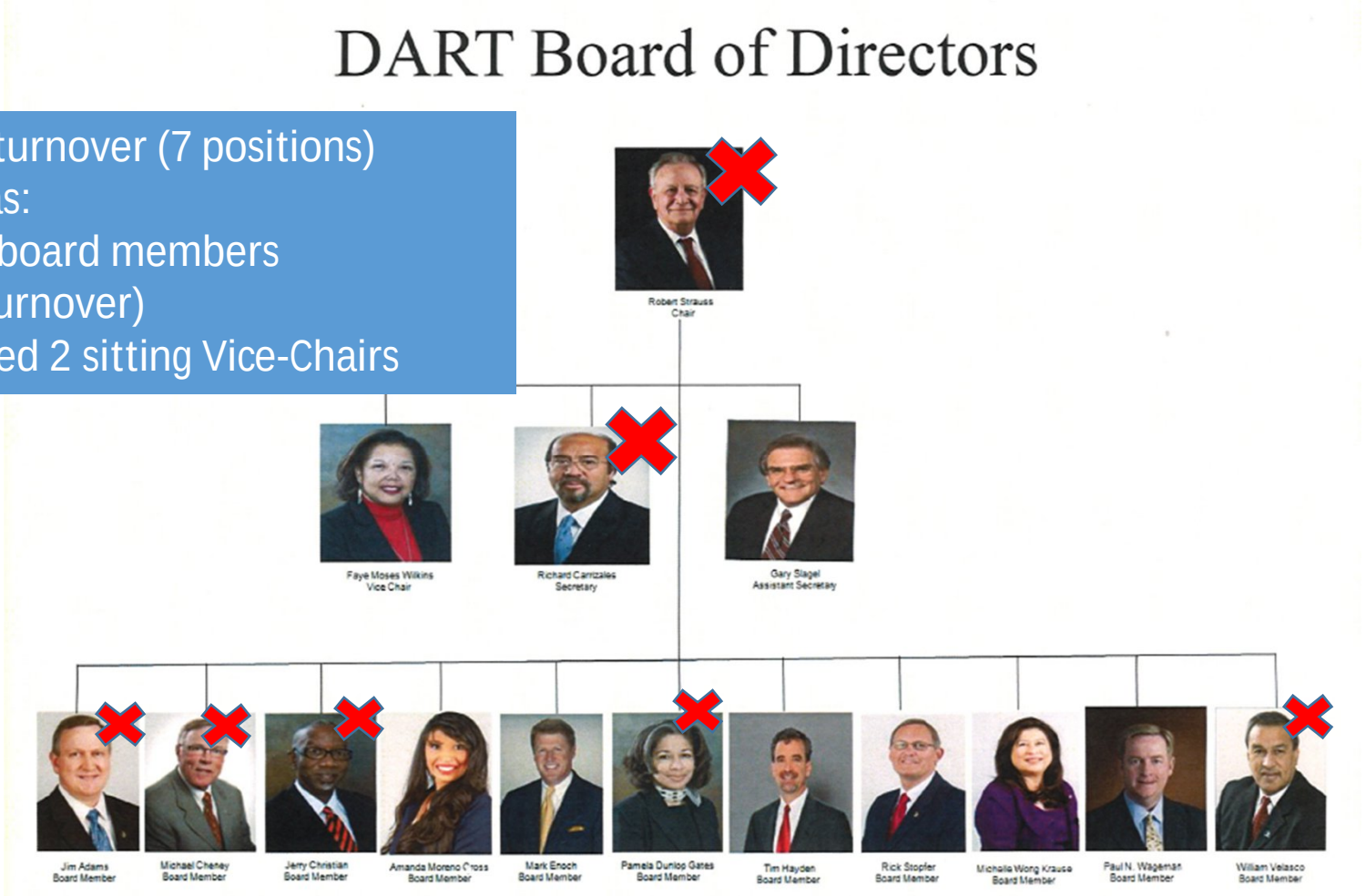
Fare Structure & New Payment System Calendar

Date	Description
June 2017	Community meetings
06/27/17	Public hearing
08/08/17	DART Board consideration of fare structure amendment
November 2017	GoPass 2.0: Cash purchase of GoPass passes
November 2017	New fare boxes on buses: Change to a.m./p.m. pass
November 2017	General effective date for clarifications & additions to fare structure descriptions
November 2017	Change Reduced Fare to Local and introduction of Regional price
January 2018	Price increase for annual pass
May 2018	GoPass 2.0: Expected availability of fare capping on GoPass
August 2018	Deployment of new payment system
August 2018	Introduction of $2.50 single fare on bus
August 2018	General price increase
August 2018	Elimination of weekly pass. Elimination of free LoveLink ride from Love Field
August 2018	Expansion of high school eligibility to full week
March 2019	Expected transition to new payment system: Fare boxes no longer issue passes
March 2019	Expected expansion of new payment system to paratransit service

DART let's go.

Board Members: 2 Years ago vs Today

- 47% Board turnover (7 positions)
- City of Dallas:
  - 6 new board members (75% turnover)
  - Replaced 2 sitting Vice-Chairs



DART let's go.

Garland DART Representation – Jonathan R. Kelly

1st Year performance update

- Appointed July 2016
  - Replaced Michael Cheney
- Committees: Audit, Budget & Finance, Economic Opportunity and Diversity, Operations, and Safety and Security
- Attended 22 of 23 Board meetings, and over 120 committee meetings.
- Resolved numerous citizen and councilmember escalations.

DART let's go.

Garland Items

- Increased DART Police presence at Forest/Jupiter Station
- New amenities installed by Good Shepard Catholic Church
- Full page advertisement purchased for Garland NAACP Fundraiser

Questions?

DART let's go.

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **3.b.**

Meeting Date: July 31, 2017

Item Title: Windsurf Bay Park

Summary of Request/Problem

At the request of Council Member Jerry Nickerson and Council Member Rich Aubin, Council is requested to discuss Windsurf Bay Park.

Recommendation/Action Requested and Justification

Council discussion.

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **3.c.**

Meeting Date: July 31, 2017

Item Title: Discuss Creation of an Infrastructure Committee

Summary of Request/Problem

At the request of Council Member Rich Aubin and Council Member Anita Goebel, Council is requested to discuss the creation of an Infrastructure Committee.

Recommendation/Action Requested and Justification

Council discussion.

GARLAND
POLICY REPORT

City Council Work Session Agenda **3.d.**

Meeting Date: July 31, 2017

Item Title: Review and Approve Final Walnut Street Pedestrian Corridor Design, Project Budget, Authorization to Prepare Bid and Specification Documents, Authorization t Bid Project

Submitted By: Rick Vasquez, Managing Director

Council Goal: Sustainable Quality Development and Redevelopment
Financially Stable Government with Tax Base that Supports Community Needs
Fully Informed and Engaged Citizenry
Safe, Family-Friendly Neighborhoods

ISSUE

Review and approve final Walnut Street pedestrian design, project budget ($705,000), authorize staff to prepare bid and specification documents, and authorize staff to bid project.

OPTIONS

None.

RECOMMENDATION

Staff recommends City Council approve the final Walnut Street pedestrian design, project budget ($705,000), authorize staff to prepare bid and specification documents, and authorize staff to bid the Walnut Street pedestrian corridor/linear open space project.

BACKGROUND

This project will establish a pedestrian corridor/linear open space on the southside of Walnut Street, north of the Dart line, between 5th Street and Glenbrook Drive. The project will link public and private projects including the Downtown Rail Station, 5th Street Crossing Apartments, the Richland College, the Granville Arts Center, the Central Library and Downtown.

City Council approved $1,065,000 in the 2017 CIP for the Walnut Creek Pedestrian project. After construction bids were received staff requested an additional $600,000 in CIP funds due to an actual construction bid received in January 2016, the sole bid received came in 50% higher than the budgeted amount ($1,474,065). City Council, during the January 28, 2017 CIP workshop, directed staff to review the original Walnut Street corridor plan and to develop an alternative concept.

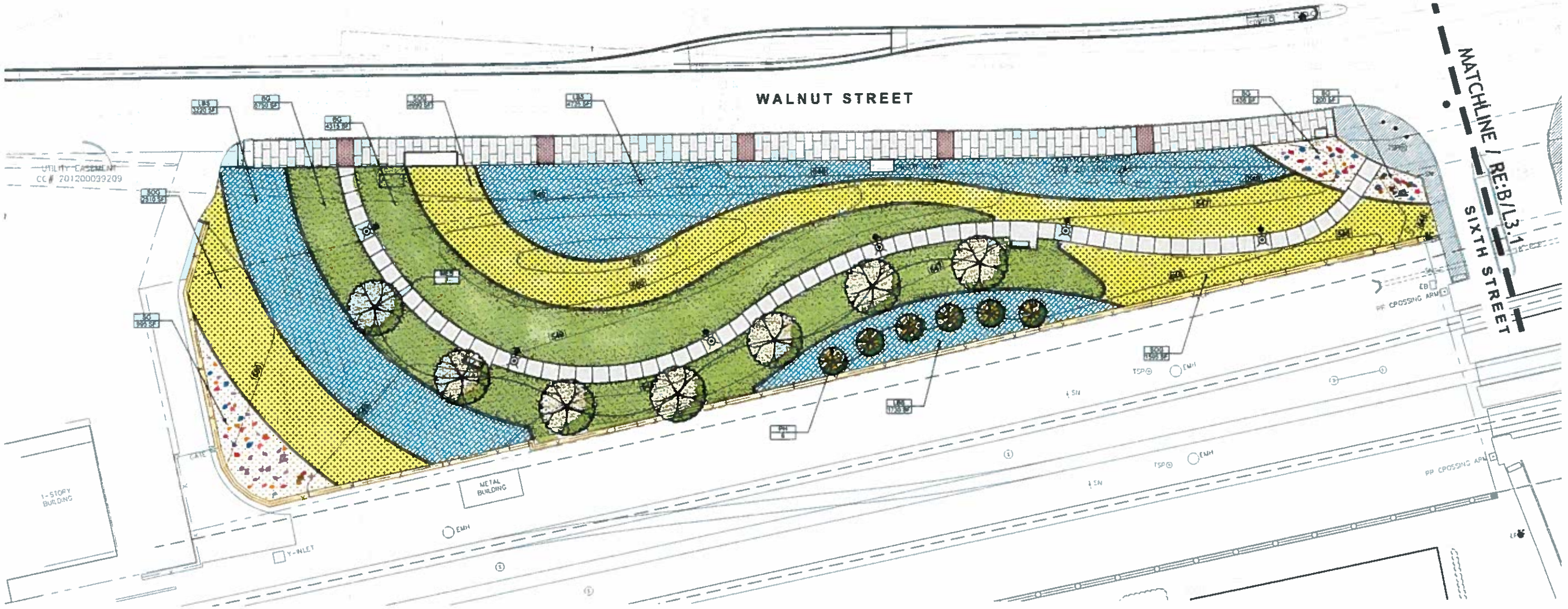
Jermel Stevenson, Parks Managing Director and Ziad Kahrrat, Senior Parks Planner, performed

a review of the original corridor design and staff determined the original illustrative design's on-going maintenance cost would be a challenge for the Park Department's overtaxed maintenance budget. The staff's final alternative design includes more hardscape and the use of native trees and plants. The staff's design approach will reduce one-time project costs and the proposed design will also reduce future on-going maintenance costs.

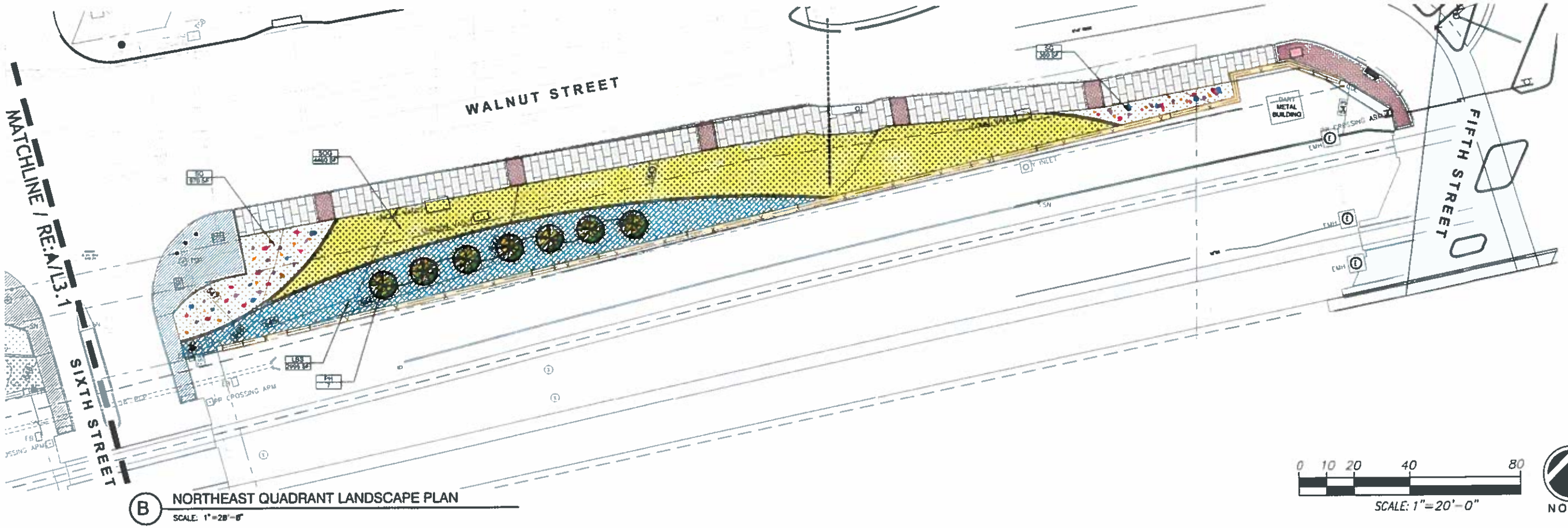
Bid documents will be developed to allow staff the opportunity to eliminate bid items to insure the project is delivered within the budget authorized by City Council.

Attachments

Walnut Corridor



A NORTHWEST QUADRANT LANDSCAPE PLAN
SCALE: 1"=20'-0"



B NORTHEAST QUADRANT LANDSCAPE PLAN
SCALE: 1"=20'-0"

0 10 20 40 80
SCALE: 1"=20'-0"

NORTH

HERITAGE CROSSING

PHASE 2
GARLAND, TEXAS

GARLAND

CITY OF GARLAND
PARKS, RECREATION, AND CULTURAL ARTS
634 APOLLO RD, GARLAND, TEXAS 75040

Drawn By	ZK
Checked By	ZK
Approved By	ZK
Job Number:	

Sheet Title:
NW & NE QUADRANT LANDSCAPE PLANS

Park Board Approval Date:	
Issue Date:	May 19, 2017
Revisions	

Sheet No:
L3.1

A SOUTHEAST QUADRANT LANDSCAPE PLAN
SCALE: 1"=28'-6"

PAVING SCHEDULE

SYMBOL	NOTES	QTY
	PAVER TYPE A PAVER: STANDARD STRAIGHT EDGE COLOR: SUMMIT "GARLAND BLEND" 2 1/4" X 4" X 8" LUGGED, 75% #853 INCA, 20% #856 ACADEMY, 5% #853 DDE FLINT PATTERN: 90 DEGREE HERRINGBONE SUBMIT SAMPLES FOR LANDSCAPE ARCHITECT'S AND OWNER'S APPROVAL	1,449 sf
	SIDEWALK CLASS A WITH 24" X 48" JOINT PATTERN	6,897 sf
	SIDEWALK 4" CLASS A	6,364 sf

PLANT SCHEDULE

TREES	QTY	BOTANICAL NAME / COMMON NAME	CONT	CAL	SIZE
	15	Ilex decidua / Possumhaw Holly	30 gal		5' H x 4' W
	14	Prosopis glandulosa 'Maverick' TM / Honey Mesquite	36"box		6' H x 6' W

SHRUBS	QTY	BOTANICAL NAME / COMMON NAME	SIZE	REMARKS
	48	Hesperaloe parviflora / Red Yucca	5 gal	Full; Plant 36" O.C.
	17	Leucophyllum frutescens 'Silverado' / Texas Sage	7 gal	Full; Plant 36" O.C.

GROUND COVERS	QTY	BOTANICAL NAME / COMMON NAME	CONT	REMARKS	SPACING
	375 sf	Lantana urbcoides / Texas Lantana	1 gal	Full; Plant 18" O.C.	18" o.c.
	3,076 sf	Salvia greggii / Autumn Sage	1 gal	Full; Plant 18" O.C.	18" o.c.

SOD/SEED	QTY	BOTANICAL NAME / COMMON NAME	CONT	REMARKS	SPACING
	15,149 sf	Bouteloua curtipendula / Side Oats Grama	seed	Hydromulch: 1lb / 500 square feet	
	23,557 sf	Buchloe dactyloides / Buffalo Grass	seed	Hydromulch: 1lb / 200 square feet	
	16,111 sf	Schizachyrium scoparium / Little Bluestem Grass	seed	Hydromulch: 1lb / 500 square feet	

0 10 20 40 80
SCALE: 1"=20'-0"

NORTH

HERITAGE CROSSING

PHASE 2
GARLAND, TEXAS

GARLAND

CITY OF GARLAND
PARKS, RECREATION, AND CULTURAL ARTS
634 APOLLO RD, GARLAND, TEXAS 75040

Drawn By: ZK
Checked By: ZK
Approved By: ZK
Job Number:
Sheet Title:
SE QUADRANT LANDSCAPE PLANS
Park Board Approval Date:
Issue Date: May 19, 2017
Revisions:

Sheet No:
L3.2

A SOUTHEAST QUADRANT LANDSCAPE PLAN
SCALE: 1"=20'-0"

PAVING SCHEDULE

SYMBOL	NOTES	QTY
	PAVER TYPE A PAVER: STANDARD STRAIGHT EDGE COLOR: SUMMIT "GARLAND BLEND" 2 1/4" X 4" X 8" LUGGED, 75% #653 INCA, 20% #656 ACADEMY, 5% #853 DDE FLINT PATTERN: 90 DEGREE HERRINGBONE SUBMIT SAMPLES FOR LANDSCAPE ARCHITECT'S AND OWNER'S APPROVAL	1,449 sf
	SIDEWALK CLASS A WITH 24" X 48" JOINT PATTERN	6,897 sf
	SIDEWALK 4" CLASS A	5,895 sf

PLANT SCHEDULE

TREES	QTY	BOTANICAL NAME / COMMON NAME	CONT	CAL	SIZE
	15	Ilex decidua / Possumhaw Holly	30 gal		5' H x 4' W
	14	Prosopis glandulosa `Maverick` TM / Honey Mesquite	36"box		6' H x 6' W

SHRUBS	QTY	BOTANICAL NAME / COMMON NAME	SIZE	REMARKS
	48	Hesperaloe parviflora / Red Yucca	5 gal	Full; Plant 36" O.C.
	17	Leucophyllum frutescens `Silverado` / Texas Sage	7 gal	Full; Plant 36" O.C.

GROUND COVERS	QTY	BOTANICAL NAME / COMMON NAME	CONT	REMARKS	SPACING
	375 sf	Lantana urticoides / Texas Lantana	1 gal	Full; Plant 18" O.C	18" o.c.
	3,076 sf	Salvia greggii / Autumn Sage	1 gal	Full; Plant 18" O.C.	18" o.c.

SOD/SEED	QTY	BOTANICAL NAME / COMMON NAME	CONT	REMARKS	SPACING
	15,158 sf	Bouteloua curtipendula / Side Oats Grama	seed	Hydromulch: 1lb / 500 square feet	
	26,135 sf	Buchloe dactyloides / Buffalo Grass	seed	Hydromulch: 1lb / 200 square feet	
	16,520 sf	Schizachyrium scoparium / Little Bluestem Grass	seed	Hydromulch: 1lb / 500 square feet	

0 10 20 40 80
SCALE: 1"=20'-0"

NORTH

HERITAGE CROSSING

PHASE 2
GARLAND, TEXAS

GARLAND

CITY OF GARLAND
PARKS, RECREATION, AND CULTURAL ARTS
634 APOLLO RD, GARLAND, TEXAS 75040

Drawn By ZK
Checked By ZK
Approved By ZK
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SE QUADRANT LANDSCAPE PLANS
Park Board Approval Date:
Issue Date: May 19, 2017
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Sheet No:
L3.2

GARLAND
POLICY REPORT

City Council Work Session Agenda **3.e.**

Meeting Date: July 31, 2017

Item Title: Downtown Square City Council Mobile Workshop & Design Retreat

Submitted By: Rick Vasquez, Managing Director

Council Goal: Sustainable Quality Development and Redevelopment
Financially Stable Government with Tax Base that Supports Community Needs
Fully Informed and Engaged Citizenry
Consistent Delivery of Reliable City Services

ISSUE

Staff is seeking to schedule a evening mobile workshop and a Saturday design exercise to assist the City Council with finalizing a design for the Downtown Square. Karen Walz, Strategic Community Solutions, will lead a City Council discussion to review public space best practices and to assist City Council in developing a consensus on the final design direction for the Downtown Square.

Attachments

Downtown Square Workshop

GARLAND

PLANNING &
COMMUNITY DEVELOPMENT

MEMORANDUM

TO: Bryan Bradford, City Manager

FROM: Rick Vasquez, AICP, Assistant City Manager

DATE: July 21, 2017

SUBJECT: Downtown Square Design Project

During the City Council Work Session held on June 19, 2017, it was proposed that a workshop be held to finalize a design for the Downtown Square. A consultant has been identified to conduct this discussion and facilitate the development of an agreed upon design direction and next steps for the project. It is proposed that this workshop be held on October 6 and 7, 2017.

Strategic Community Solutions, LLC, led by Karen Walz, FAICP, will prepare a two-day workshop with the Mayor, City Council, and key staff intended to accomplish the following tasks:

- Present a summary of past discussions, directions, and results so all participants have a common understanding and basis for decisions
- Review best practices for public spaces similar to the Downtown Square
- Discuss and reach a collective understanding about the role of the Square in Downtown and for the entire Garland community
- Establish an agreement on a design direction and a set of next steps

An evening session is proposed for Friday, October 6 at Clyde Warren Park in downtown Dallas to experience a public space that exemplifies some of the key concepts that may be considerations for Garland. The consultant will share elements that have been keys to the success of the space, as well as lessons learned. The session will include a walking tour, presentation, discussion over dinner. Chartered transportation will be arranged by city staff, with travel initiating at City Hall and returning at the end of the session.

On Saturday, October 7, 2017, a design workshop would be held at City Hall focused on the challenges and opportunities related to Garland's downtown square. Presentations will provide insight from similar efforts in other communities on design and practical issues for public spaces. The consultant will lead participants in a series of team exercises to move the discussion and decisions forward towards an agreement on the overall direction for the Square.

Additional resources to be developed by the Consultant in support of the two-day workshop session include individual interviews, reading assignments, visioning exercises, and videos of similar projects and innovative ideas for public spaces. The proposed budget for this activity includes a consultant fee of $10,800, with a not-to-exceed expense amount of $200, along with transportation and meal costs.

I am available if you have any questions or if you would like additional information.

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **3.f.**

Meeting Date: July 31, 2017

Item Title: Council Committee Assignments

Summary of Request/Problem

Mayor Douglas Athas will provide Council with appointments to Council Committees.

Recommendation/Action Requested and Justification

Council discussion.

Attachments

2017-18 Council Committee List

GARLAND
TEXAS MADE HERE

COMMITTEE ASSIGNMENTS
2017 - 2018

ADMINISTRATIVE SERVICES COMMITTEE — Staff: Rene Dowl
B.J. Williams – Chair
Jerry Nickerson
Robert Smith

AUDIT COMMITTEE — Staff: Jed Johnson
Rich Aubin – Chair
David Gibbons
Robert Smith

COMMUNITY SERVICES COMMITTEE — Staff: Steve Killen, Jason Chessher
Anita Goebel – Chair
Rich Aubin
Scott LeMay

DEVELOPMENT SERVICES COMMITTEE — Staff: Rick Vasquez
David Gibbons – Chair
Jerry Nickerson
Robert Vera

PUBLIC SAFETY COMMITTEE — Staff: Chief Mitch Bates
Scott LeMay – Chair
Robert Vera
Anita Goebel

EXTERNAL BOARDS

RTC: Mayor Douglas Athas
Alternate: Scott LeMay

DRMC: Mayor Douglas Athas
Alternate: B.J. Williams

TEX-21: B.J. Williams

GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **3.g.**

Meeting Date: July 31, 2017

Item Title: Network Nodes in Public Rights-of-Way

Submitted By: Kira Wauwie, Principal Development Planner

Summary of Request/Problem

Staff will present the City Council with an update to a design criteria for network nodes ("small cells") in public rights-of-way, including draft language in accordance with SB 1004. The draft language to this point is attached. The SB 1004 takes effect September 1, 2017.

Recommendation/Action Requested and Justification

Unless otherwise directed by the Council, staff will place an item on the August 15, 2017 Regular City Council meeting for formal consideration and adoption.

Attachments

Draft Small Cells Design Manual

Small Cells Presentation

City of Garland, Texas

WIRELESS UTILITY IN PUBLIC RIGHT-OF-WAY DESIGN MANUAL

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WORKING DRAFT DATE: JULY 25, 2017

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I. Purpose

I.1. General.

A. Due to the increasing number of facilities in the City's Right-of-Way, the City has adopted the Right-of-Way Ordinance Chapter 51 of the Code of Ordinances which is applicable to all public service providers including Wireless Service Providers or Network Providers (collectively, "Providers") as defined by Chapter 284 of the Texas Local Government Code.

B. In addition, the City has adopted this Wireless Utility in Public Right-of-Way Design Manual, to provide technical criteria and details necessary for Providers seeking to install and construct network nodes and node support poles in the City's Right-of-Way.

C. Providers shall adhere to the requirements found in the Right-of-Way Ordinance Chapter 51 of the Code of Ordinances and this Wireless Utility in Public Right-of-Way Design Manual for the placement of their facilities within the City's Right-of-Way.

D. To the extent of any conflict with the City of Garland Right-of-Way Directives, this Wireless Utility in Public Right-of-Way Design Manual shall control with regard to a Provider.

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II. Definitions

II.1. **Definitions.**

For purposes of this Wireless Utility in Public Right-of-Way Design Manual the following terms shall have the same meanings herein. When not inconsistent with the context, words used in the present tense include the future; words in the plural number include the singular number, and words in the singular include the plural. The word "shall" is always mandatory and not merely permissive.

A. *"Abandon"* and its derivatives means the network nodes and node support poles, or portion thereof, that have been left by Provider in an unused or non-functioning condition for more than 120 consecutive days unless, after notice to Provider, Provider has established to the reasonable satisfaction of the City that the network nodes and node support poles, or portion thereof, has the ability to provide communications.

B. *"City"* means the City of Garland, Texas and the City's officers and employees.

C. *"Decorative Pole"* means a streetlight pole specially designed and placed for aesthetic purposes and on which no appurtenances or attachments, other than specially designed informational or directional signage or temporary holiday or special event attachments, have been placed or are permitted to be placed according to nondiscriminatory municipal codes.

D. *"Equipment"* means a network node and associated elements and features that provide functionality for the network node.

E. *"Municipal Owned Utility Pole"* means a utility pole owned or operated by a municipally owned utility, as defined by Section 11.003, Utilities Code, and located in a public right-of-way.

F. *"Network node"* means Provider's equipment as defined by Chapter 284 of the Texas Local Government Code.

G. *"Node support pole"* means a pole installed by a

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network provider for the primary purpose of supporting a network node.

H. *"Park"* means the various properties, including waterway (top of bank to top of bank), easements, etc. under the direction, control and supervision of the City's Director of Parks and Recreation Department pursuant to the authority granted by City Council and the City Code of Ordinances.

I. *"Permit"* means a document issued by the City authorizing installation, removal, modification and other work for Provider's network nodes or node support poles in accordance with the approved plans and specifications.

J. "*Pole*" means a service pole, node support pole, or utility pole.

K. *"Provider"* means a Network Provider as defined by Chapter 284 of the Texas Local Government Code.

L. *"Right-of-Way (ROW)"* means the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway (from top of bank to top of bank), or utility easement in which the municipality has an interest. The term does not include a private easement or the airwaves above a public right-of-way with regard to wireless telecommunications.

M. *"Service Pole"* means a pole, other than a municipally owned utility pole, owned or operated by municipality and located in a public right-of-way, including:
1. a pole that supports traffic control functions;
2. a structure for signage;
3. a pole that supports lighting, other than a decorative pole; and
4. a pole or similar structure owned or operated by a municipality and supporting only network nodes.

N. *"Utility Pole"* means a pole that provides:
1. Electric distribution with a voltage rating of not more than 34.5 kilovolts; or
2. Services of a telecommunications provider, as defined by Section 51.002, Utilities Code.

O. *"Street"* and or *"Thoroughfare"* means actual concrete

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or asphalt cumulative pavement width from back of curb to back of curb.

P. *"Traffic Signal"* means any device, whether manually, electrically, or mechanically operated by which traffic is alternately directed to stop and to proceed.

Q. *"Underground Utility District"* means an area where poles, overhead wires, and associated overhead or above ground structures have been removed and buried or have been approved for burial underground.

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III. Aesthetics

III. 1. **Pole Location.**

A. There shall be no other pole, permitted or under application review, within 600 feet of the subject pole.

III. 2. **Equipment and Other Items Located off Pole.**

A. Must remain in cabinetry or enclosed structure underground, except for the electric meter pedestal.

B. Decorative cabinet shall be colored with a color scheme approved by the City.

III. 3. **Equipment and Other Items Placed on Pole.**

A. Shall be concealed or enclosed in an equipment box, cabinet, or other unit that may include ventilation openings.

B. Equipment and other items shall be attached to City poles only by securing with straps. Drilled holes in any City pole is strictly prohibited.

C. There shall be no external cables, electric wire/cables on a pole or structures or aerial wires or cables extending from the pole or structure. All cable and electrical lines shall be placed in a single conduit. However if a single conduit is not feasible then there shall a maximum of two (2) conduit, one for cable and one for electrical wire.

III. 4. **The Electrical Meter and Backup Power.**

A. Provider shall use 120/240 voltage when connecting to any City infrastructure and include a disconnect installed on the load side of the meter base.

B. Electric and any other meters shall be installed on the same pole with the network node. Pole mounted meters shall be painted to match the color of the network node and attached pole. Only slim meters or smart meters on slim installations shall be allowed.

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C. Electric meters shall be mounted directly to the same pole as the network node.

D. Electric meters may be mounted to a city pole or structure provided no holes are drilled into the city pole and it is secured by metal strapping.

E. A maximum dimension of 11.5” wide X 26” high X 11.5” wide outdoor battery backup for DAS (distributed antenna system) installations is allowed.

III. 5. **Projecting Attachments to Pole.**

A. All attachments to a pole that are projecting, or any equipment or appurtenance mounted on the ground, shall comply with Texas Accessibility Standards and the Americans With Disabilities Act and shall not obstruct an existing or planned sidewalk or walkway.

B. All proposed projecting attachments to the pole shall provide a minimum vertical clearance of eight (8) feet. If any attachments are projecting towards the street side, it shall provide a minimum vertical clearance of 16 feet. However, shrouded poles shall be individually evaluated to confirm public safety considerations are satisfied.

III. 6. **Pole Type and Standards.**

A. Network providers desiring to locate on an existing wood poles may be required to replace poles. New poles must match the context of the location in regard to type and color, or if the city has replacement plans that will be implemented within six (6) months of the construction of the proposed pole, then the proposed pole shall match the poles in the replacement plan.

B. Poles shall not be installed or used that require installation of power line runs to cross streets, alleys, or otherwise increase the number of lines from one pole to another. All new network nodes shall be installed such that overhead power is available on the same pole that the network node is to be placed upon; or such that underground power feeds to the pole that the network node is to be placed upon.

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III. 7. **Height.**

A. All efforts shall be made to limit the total height of network node installations, including site selection relative to topographic height (another location on a different topographic height might be more suitable), backhaul (fiber vs. air wave), and other siting requirements. A network node distribution map shall be submitted demonstrating the location of all proposed network nodes and associated heights.

III. 8. **Color and Materials.**

A. City reserves the right to deny a certain style of node due to its difference in color to pole.

B. New poles and associated installations shall match the dominate pole style and colors of the surrounding area up to a radius of 600 feet.

C. Color of all items associated with the installation shall match the new or existing pole color.

D. Cross bracing and similar devices shall be painted to match the pole.

E. All elements shall be painted to match the pole.

F. Finishes shall be matte. Glossy, mirrored, reflective, or similar finishes shall be strictly prohibited on all elements of the installation.

G. Fastening devices such as metal strapping, clamps, conduit, screws, bolts, and similar elements shall be colored to match the color of the network node and attached pole.

III. 9. **Lighting.**

A. There shall be no lighting of the network node. There shall be no equipment indicators that emit light for any purpose. There shall be no flashing or strobing light. Street lights are not considered network node lights, however new street lights proposed with a network node shall be evaluated under the City's separate street lighting regulations and policies.

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B. Work lights shall be strictly temporary and not a permanent feature of the network node installation. Any work lighting shall be temporary, mobile and shall be removed from the site when workers are not present.

III. 10. **Ventilation - Sound and Noise.**

A. If equipment does not use passive cooling, then any fans or other cooling devices and HVAC units shall be located so as not to cause undue noise to the surrounding environment, live/work, or other places where quiet is of essence.

III. 11. **Screening.**

A. All equipment located off pole shall be placed in a decorative cabinet. Decorative cabinet shall be colored with a color scheme approved by the City. In determining an appropriate color, the City shall take into account the surrounding color palette of walls, poles, street furniture, and similar improvements.

III. 12. **Landscaping.**

A. Nothing in this design guide shall allow the disruption of required buffer landscaping along a public right-of-way per the Garland Development Code.

III. 13. **Antenna.**

A. Antennas shall be enclosed within a canister or similar enclosure to shield the view of the bare antennae. Any such enclosure shall occupy the least amount of space possible, excessively sized antenna enclosures shall not be allowed.

B. In historic and design districts the provider shall replace the pole in order to avoid the use of bayonet antenna mounts and encourage complete pole design with uninterrupted flat surfaces where all the network node elements are fully encapsulated within the new pole, and the pole tapers toward the antenna.

C. GPS (Global Positioning System) antennas should not be visible and shall be no more than 3-inches (three-inches) in total height, and shall be integrated into the top of the main antenna. GPS antenna are to be

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painted to match the color of the network node installation.

III. 14. **Boxes, Pedestals, Miscellaneous.**

A. Fiber boxes shall be considered a part of the network node equipment, and shall meet the design requirements of all other network node equipment.

B. Grounding fixture and associated devices shall be hidden and painted to match the elements of the network node.

C. Guy wires are strictly prohibited. If a site is selected where guy wires would be required then the applicant shall install a self-supporting pole or an alternate location may be required.

D. Identification tag shall be the only exposed messaging on the facility. The identification tag shall be of a color to match the pole and equipment. Graffiti shall be removed immediately upon notification that any graffiti has been affixed to the facility. Stickers, bills, posters and similar items that may be fixed onto the facility shall be immediately removed. RF warning stickers are required only near the actual antenna and shall not be placed more than three (3) feet from the antenna. Identification tag shall be of a color to match the pole and shall be placed on the back or underside of the equipment. Logos, decals, and similar company identification, including the Provider, equipment manufacturers, suppliers and similar identification shall be removed, painted over, or filled in.

III. 15. **Cable.**

A. There shall be no external cables, electric wire/cables on a pole or structures or aerial wires or cables extending from the pole or structure. Cables shall not be exposed to view from any angle.

B. All cable boxes and conduit shall be capped at the top and bottom, and fully wrapped with no gaps between conduit edges and the device to which the conduit is attached.

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C. All cable and electrical lines shall be placed in a single conduit. However if a single conduit is not feasible then there shall a maximum of two (2) conduit, one for cable and one for electrical wire.

D. Conduit shall be mounted firmly abutting flush to the pole, with no offset. There shall be no visible air gaps between the conduit and the pole.

E. Conduit shall not be horizontally offset, and shall be run in vertical lines.

F. Each antenna shall be installed with cable shrouds to reduce and eliminate visibility of multiple cables entering the bottom or top of the antenna.

III. 16. **Conduit.**

A. Conduit shall be of a solid, not flexible, metal material.

B. Conduit color shall match the pole.

C. Metal conduit shall be colored with a powder coat baked on color.

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IV. Permitting

IV. 1. Attachment to Existing Poles.

A. Prior to installation or modification of a network node or node support pole, Provider shall complete and submit to the City a Right-of-Way Permit application, along with standard required documents and the following items:

1. Contractor Annual License Fee per City Ordinance Sec. 51.107 (C).

B. Aerial Map showing the location of the existing pole to which the network node is proposed to be attached, and a street view image.

C. Plans and drawings prepared by a professional engineer licensed in the State of Texas that has evaluated the existing pole or infrastructure for structural stability to carry proposed network nodes and can bear the wind load without pole modification or whether the installation will require pole reinforcement. If pole reinforcement is necessary, Provider shall provide engineering design and specification drawings for the proposed alteration to the existing pole. Any pole reinforcement or replacement shall be at Provider's sole cost. All reinforcement or replacement poles shall match the character of the pre-existing pole in order to blend into the surrounding environment and be visually unobtrusive. City reserves the right to deny a certain type of pole due to its differences.

D. Scaled dimensioned drawings (1"=20' scale is preferred) or pictures of the proposed attachments of the network node to the existing poles or structures as well as any other proposed equipment associated with the proposal, indicating the spacing from existing curb, driveways, sidewalk, and other existing light poles and any other poles or appurtenances. This shall include a before-and-after image of the pole and all proposed attachments and associated

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standalone equipment.

E. Scaled dimensioned construction plans indicating the current Right-of-Way line and showing the proposed underground conduit and equipment, and its spacing from all existing utilities. The drawings shall also show a sectional profile of the Right-of-Way and identify all existing utilities and existing utility conflicts.

F. If a City pole is proposed, GPS coordinates shall be provided along with the nearest street address of the pole.

G. The applicant needs to provide analysis that the proposed network node shall not cause any interference with City public safety radio system, traffic signal light system, or other communications components. It shall be the responsibility of the Provider to evaluate, prior to making the application for the permit, the compatibility between the existing City infrastructure and the Provider's proposed infrastructure. A network node shall not be installed in a location that causes any interference. Network nodes shall not be allowed on City's public safety radio infrastructure.

H. A traffic control plan, SWPPP, and trench safety plan may also be required based on the proposed scope of work.

I. The City issued Right-of-Way permit authorizes use of its Right-of-Way. Providers/applicants are responsible for obtaining permission on non-city-owned infrastructure. If the project lies within the State Right-of-Way, the applicant must provide evidence of a permit from the State.

J. Notification may be required to adjacent residential developments/neighborhoods within 300 feet is required on all node attachments on City infrastructure.

K. The proposal shall comply with Section III Aesthetics.

IV.2. Installation of New Poles.

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A. Prior to installation or modification of a node support pole, Provider shall complete and submit to the City a Commercial Building Permit application for the new pole, as well as a Right-of-Way Permit application. Along with standard required documents, the following items will also be required for the ROW Permit application:

1. Annual License Fee per City Ordinance Sec. 51.107 (C).

2. Permit fee.

3. Map showing intended location of the node support pole.

4. Aerial Map showing the location of the proposed new pole, and a street view image. The applicant will need to provide analysis showing that the proposed new node support pole is spaced at least 600 linear feet from another existing pole that is capable of supporting network nodes along the proposed location, unless otherwise approved by the City in writing.

5. Scaled dimensioned drawings or pictures of the proposed node support pole as well as any other proposed equipment associated with the proposal, indicating the spacing from existing curb, driveways, sidewalk, light poles, and any other poles or appurtenances. This shall include a before-and-after street view image. The after-image needs to include the proposed pole and all proposed attachments and associated standalone equipment.

6. Scaled dimensioned construction plans indicating the current Right-of-Way line and showing the proposed underground conduit and equipment, its spacing from existing lines. The drawings shall also show a sectional profile of the Right-of-Way and identify all existing utilities and existing utility conflicts.

7. A traffic control plan, SWPPP, and trench safety plan may also be required based on the proposed scope of work.

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8. The applicant needs to provide analysis that the proposed network node shall not cause any interference with City public safety radio system, traffic signal light system, or other communications components. It shall be the responsibility of Provider to evaluate, prior to making application for permit, the compatibility between the existing City infrastructure and Provider's proposed infrastructure. A network node shall not be installed in a location that causes any interference. Network nodes shall not be allowed on City's public safety radio infrastructure.

9. If the project lies within the State Right-of-Way, the applicant must provide evidence of a permit from the State.

B. If a new pole is proposed within a city right-of-way, aerial electric connections are strictly prohibited. All power sources, fiber connections, etc. shall be made to the closest source. If crossing street is necessary, boring methods shall be used.

C. If replacing an existing wood pole with a new pole, network providers desiring to locate on an existing wood pole shall be required to replace such poles with a steel pole designed to provide the services of the existing pole, and the network node with cabling hidden inside and a decorative base to hide equipment. On such poles, an openable cover shall be provided for meter reading access.

D. New poles shall not cause damage to existing trees nor shall a tree be removed with a new pole. Such installation shall not be within the mature canopy area of an existing tree.

E. The proposal shall comply with the following standards:

- Any facilities located off pole must remain in cabinetry or enclosed structure underground, except for the electric meter pedestal. Decorative cabinet shall be colored with a color scheme approved by the City.

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- Facilities on pole shall be concealed or enclosed as much as possible in an equipment box, cabinet, or other unit that may include ventilation openings. There shall be no external cables or electric wire/cables on pole or structures or aerial wires or cables extending from the pole or structure.

- The electrical meter may be mounted on City's poles or structures provided the meter is secured with straps and not bolted or drilled. Provider shall use 120/240 voltage when connecting to any City infrastructure and include a disconnect installed on the load of the meter base.

- The pole and all attachments to the pole that are projecting, or any equipment or appurtenance mounted on the ground shall comply with Texas Accessibility Standards, Americans with Disabilities Act and shall not obstruct an existing or planned sidewalk or walkway.

- Wooden poles are prohibited. All new poles are required to be break-away and black powder-coated. All attachments for the network nodes shall also match the color of the network support pole. All network support poles shall match the existing poles in the surrounding block or district in which the network support pole is located in order to blend into the surrounding environment and be visually unobtrusive. City reserves the right to deny a certain type of pole due to its differences.

- Upon approval of the permit, the Provider shall call for locates in accordance with Right-of-Way Ordinance City Chapter 51 of the Code of Ordinances.

- The proposal shall comply Section III Aesthetics except conflicts in this Section.

IV.3. Electrical Permit.

A. Provider shall be responsible for obtaining any

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required electrical power service to the network nodes and node support poles or structures. Provider's electrical supply shall be separately metered from the City and must match City infrastructure voltage.

B. Provider shall provide City with the electrical permit and provide sealed engineered drawings for conduit size, circuit size, calculations for Amp, distances running, etc.

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V. Network Node and Node Support Pole Requirements

V.1. **Installation.**

A. Provider shall, at its own cost and expense, install the network nodes and node support poles in a good and workmanlike manner and in accordance with the requirements promulgated by the Wireless Utility in Public Right-of-Way Design Manual, Right-of-Way Ordinance Chapter 51 of the Code of Ordinances, the City of Garland Directives and all other applicable laws, ordinances, codes, rules and regulations of the City, the state, and the United States ("Laws"), as such may be amended from time to time. Provider's work shall be subject to the regulation, control and direction of the City. All work done in connection with the installation, operation, maintenance, repair, modification, and/or replacement of the network nodes and node support poles shall be in compliance with all applicable Laws.

V.2. **Inspections.**

A. The City may perform visual inspections of any network nodes and node support poles located in the Right-of-Way as the City deems appropriate without notice. If the inspection requires physical contact with the network nodes or node support poles, the City shall provide written notice to the Provider within forty-eight (48) hours business days of the planned inspection. Provider may have a representative present during such inspection.

B. In the event of an emergency situation, the City may, but is not required to, notify Provider of an inspection. The City may take action necessary to remediate the emergency situation and the City shall notify Provider as soon as practically possible after remediation is complete.

V.3. **Placement.**

A. Parks. Placement of network nodes and node support poles in any Parks, Park roads, sidewalk, or property

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is prohibited

B. City Infrastructure. Provider shall neither allow nor install network nodes or node support poles on any City property that falls outside the definition of Public Right-of-Way in Chapter 284 of the Texas Local Government Code.

C. Residential Streets. Provider shall neither allow nor install network nodes or node support poles in Right-of-Way that is adjacent to a street or thoroughfare that is not more than 50 feet wide and adjacent to single-family residential lots or other multifamily residences or undeveloped land that is designated for residential use by zoning or deed restrictions.

D. Historic District. Provider shall neither allow nor install network nodes or node support poles in Right-of-Way that is within a Historic District as defined by Chapter 284 of the Texas Local Government Code, unless approved by the City in writing.

E. Decorative Poles. Provider shall neither allow nor install network nodes on a Decorative Pole as defined by Chapter 284 of the Texas Local Government Code, unless approved by the City in writing. This standard shall be applicable to all the new decorative poles in the Downtown Overlay District currently, as well as any others citywide in the future. The City may entertain proposals, if they do not detract from the intended aesthetic design of the existing poles in the surrounding area.

Poles. Wireless Facilities on node support poles shall be installed at least eight (8) feet above the ground. If any attachments are projecting towards the street side, it shall provide a minimum vertical clearance of 16 feet.

F. Right-of-Way. Node support poles and ground equipment shall be placed, as much as possible, within two feet of the outer edge of the Right-of-Way line. Node support poles and ground equipment or network nodes shall not impede pedestrian or vehicular traffic in the Right-of-Way. If a node support pole and ground equipment or network node is installed in a location that is not in accordance with the plans approved by

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the City and impedes pedestrian or vehicular traffic or does not comply or otherwise renders the Right-of-Way non-compliant with applicable Laws, including the American Disabilities Act, then Provider shall remove the node support poles, ground equipment or network nodes at the provider's expense as referenced per this Manual, Section VII.

V.4. **Fiber Connection.**

A. Provider shall be responsible for obtaining access and connection to fiber optic lines or other backhaul solutions that may be required for its node support poles or network nodes.

V.5. **Generators.**

A. Provider shall not allow or install generators or back-up generators in the Right-of-Way.

V.6. **Equipment Dimensions.**

A. Provider's node support poles and network nodes shall comply with the dimensions set forth in Chapter 284 of the Texas Local Government Code.

V.7. **Tree Maintenance.**

A. Provider, its contractors, and agents shall obtain written permission from the City before trimming trees hanging over its node support poles and network nodes to prevent branches of such trees from contacting node support poles and network nodes. When directed by the City, Provider shall trim under the supervision and direction of the Parks Director. The City shall not be liable for any damages, injuries, or claims arising from Provider's actions under this section. All City Code provisions apply, including Right-of-Way Ordinance Chapter 51 of the Code of Ordinances.

V.8. **Identification.**

A. Provider shall post its name, location identifying information, and emergency telephone number in an area on the cabinet of the node support poles and network nodes that is visible to the public. Identification

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required under this section shall not exceed 4 inches x 6 inches, unless otherwise required by law (e.g. RF ground notification signs) or the City.

B. Except as required by Laws or by the utility pole owner, Provider shall not post any message, writing or graphics on the node support poles and network nodes, or utility pole.

V.9. **Overhead Lines Prohibited.**

A. In Underground Utility Districts, Provider shall neither allow nor install overhead lines connecting to node support poles. All overhead lines connecting to the node support pole where other overhead telecommunications or utility lines are or planned to be buried below ground as part of a project shall be buried below ground.

V.10. **Repair.**

A. Whenever the installation, placement, attachment, repair, modification, removal, operation, use, or relocation of the node support poles or network nodes, or any portion thereof is required and such installation, placement, attachment, repair, modification, removal, operation, use, or relocation causes any property of the City to be damaged or to have been altered in such a manner as to make it unusable, unsafe, or in violation of any Laws, Provider, at its sole cost and expense, shall promptly repair and return such property to its original condition. If Provider does not repair such property or perform such work as described in this paragraph, then the City shall have the option, upon fourteen (14) days' prior written notice to Provider or immediately if there is an imminent danger to the public, to perform or cause to be performed such reasonable and necessary work on behalf of Provider and to charge Provider for the reasonable and actual costs incurred by the City. Provider shall reimburse the City for the costs.

V.11. **Graffiti Abatement.**

A. As soon as practical, but not later than fourteen (14) days from the date Provider receives notice thereof,

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Provider shall remove all graffiti on any of its node support poles and network nodes located in the Right of Way.

V.12. **Inventory.**

A. Provider shall maintain a list of its network nodes and node support poles and provide City an Inventory of locations within ten (10) days of installation. The Inventory of network nodes and node support poles shall include GIS coordinates, date of installation, City pole ID number (if applicable), street address, type of pole used for installation, pole owner, and description/type of installation for each network node and node support pole installation.

B. Upon City's written request, Provider shall provide a cumulative Inventory, in a format approved by the Director of Engineering, or designee, within thirty (30) days of City's request. Concerning network nodes and node support poles that become inactive, the Inventory shall include the same information as active installations in addition to the date the network node and/or node support pole was deactivated and the date the network node and/or node support pole was removed from the Right-of-Way. City may compare the Inventory to its records to identify any discrepancies.

V. 13. **Reservation of Rights.**

A. The City reserves the right to install, and permit others to install, utility facilities in the Rights-of-Way. In permitting such work to be done by others, the City shall not be liable to Provider for any damage caused by those persons or entities.

B. The City reserves the right to locate, operate, maintain, and remove City traffic signal poles in the manner that best enables the operation of its traffic signal system and protect public safety.

C. The City reserves the right to locate, operate, maintain, and remove any City pole or structure located within the right-of-way in the manner that best enables the City's operations.

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V. 14. Coordination of Traffic Signal Maintenance Activities and Emergency Response.

A. The City shall have the ability to temporarily cut-off electricity to its facilities for the safety of maintenance personnel. In the event of failure of components of the traffic signal system for whatever reason, including damage resulting from vehicular collisions, weather related events, or malicious attacks, City will respond to restore traffic signal operations as a matter of public safety. Should the events that result in damage or failure of the traffic signal system also affect Provider's network nodes, Provider shall have the sole responsibility to repair or replace its network nodes and shall coordinate its own emergency efforts with the City.

- The electrical meter may be mounted on City's poles or structures provided the meter is secured with straps and not bolted or drilled. Provider shall use 120/240 voltage when connecting to any City infrastructure and include a disconnect installed on the load side of the meter base.

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VI. Interference with Operations

VI.1. **No Liability.**

A. The City shall not be liable to Provider for any damage caused by other Providers with Wireless Facilities sharing the same pole or for failure of Provider's network nodes for whatever reason, including damage resulting from vehicular collisions, weather related events, or malicious attacks.

B. The City shall not be liable to Provider by reason of inconvenience, annoyance or injury to the network nodes or node support poles or activities conducted by Provider therefrom, arising from the necessity of repairing any portion of the Right-of-Way, or from the making of any necessary alteration or improvements, in, or to, any portion of the Right-of-Way, or in, or to, City's fixtures, appurtenances or equipment. The City will use reasonable efforts not to cause material interference to Provider's operation of its network nodes or node support poles.

VI. 2. **Signal Interference with City's Communications Infrastructure Prohibited.**

A. No interference. In the event that Provider's network nodes interferes with the City's traffic signal system, public safety radio system, or other City communications infrastructure operating on spectrum where the City is legally authorized to operate, Provider shall promptly cease operation of the network nodes causing said interference upon receiving notice from the City and refrain from operating. Provider shall respond to the City's request to address the source of the interference as soon as practicable, but in no event later than twenty-four (24) hours of receiving notice.

VI. 3. **Protocol for Responding to Event of Interference.**

A. The protocol for responding to events of interference will require Provider to provide the City an Interference Remediation Report that includes the following items:

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1. Remediation Plan. Devise a remediation plan to stop the event of inference;

2. Time Frame for Execution. Provide the expected time frame for execution of the remediation plan; and

3. Additional Information. Include any additional information relevant to the execution of the remediation plan.

B. In the event that interference with City facilities cannot be eliminated, Provider shall shut down the network nodes and remove or relocate the network node that is the source of the interference as soon as possible to a suitable alternative location made available by City.

VI.4. RF and Functional Testing.

A. Following installation or modification of a network node, the City may require Provider to test the network node's radio frequency and other functions to confirm it does not interfere with the City's Operations.

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VII. Abandonment, Relocation and Removal

VII. 1. Abandonment of Obsolete Network Nodes and Node Support Poles.

A. Provider shall remove network nodes and node support poles when such facilities are abandoned regardless of whether or not it receives notice from the City. Unless the City sends notice that removal must be completed immediately to ensure public health, safety, and welfare, the removal must be completed within the earlier of 30 days of the network nodes and node support poles being abandoned or within thirty (30) days of receipt of written notice from the City. When Provider removes or abandons permanent structures in the Right-of-Way, the Provider shall notify the City in writing of such removal or abandonment and shall file with the City the location and description of each network node or node support pole removed or abandoned. The City may require the Provider to complete additional remedial measures necessary for public safety and the integrity of the Right-of-Way.

VII. 2. Relocation and Removal at Provider's Expense.

A. Provider shall remove and relocate its network nodes and node support poles at its own expense to an alternative location not later than thirty (30) days unless otherwise approved by the City, after receiving written notice that removal, relocation, and/or alteration of the network nodes and/or node support poles is necessary due to:

1. Construction, completion, repair, widening, relocation, or maintenance of, or use in connection with, any City construction or maintenance project or other public improvement project; or

2. Maintenance, upgrade, expansion, replacement, removal or relocation of the City's pole or structure upon which Provider's network nodes are attached; or

3. The network node or node support pole, or portion

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thereof, is adversely affecting proper operation of traffic signals, streetlights or other City property;

4. Closure of a street or sale of City property; or

5. Projects and programs undertaken to protect or preserve the public health or safety; or

6. Activities undertaken to eliminate a public nuisance; or

7. Provider fails to obtain all applicable licenses, Permits, and certifications required by Law for its network nodes or node support poles; or

8. Duty otherwise arising from applicable law.

B. Provider's duty to remove and relocate its network nodes and node support poles at its expense is not contingent on the availability of an alternative location acceptable for relocation. City will make reasonable efforts to provide an alternative location within the Right-of-Way for relocation, but regardless of the availability of an alternative site acceptable to Provider, Provider shall comply with the notice to remove its network nodes and node support poles as instructed.

C. The City may remove the network node and/or node support pole if provider does not remove such within 30 days. In such case, Provider shall reimburse City for the City's actual cost of removal of its network nodes and node support poles within 30 days of receiving the invoice from the City.

VII. 3. **Removal or Relocation by Provider.**

A. If the Provider removes or relocates at its own discretion, it shall notify the City in writing not less than 10 business days prior to removal or relocation. Provider shall obtain all Permits required for relocation or removal of its network nodes and node support poles prior to relocation or removal.

VII. 4. **Refunds.**

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A. The City shall not issue any refunds for any amounts paid by Provider for network nodes and node support poles that have been removed.

VII. 5. **Restoration.**

A. Provider shall repair any damage to the Right-of-Way, and the property of any third party resulting from Provider's removal or relocation activities (or any other of Provider's activities hereunder) within fourteen (14) days following the date of such removal or relocation, at Provider's sole cost and expense, including restoration of the Right-of- Way and such property to substantially the same condition as it was immediately before the date Provider was granted a Permit for the applicable location, including restoration or replacement of any damaged trees, shrubs or other vegetation. Such repair, restoration and replacement shall be subject to the sole, reasonable approval of the City.

VII. 6. **Provider Responsibility.**

B. Provider shall be responsible and liable for the acts and omissions of Provider's employees, temporary employees, officers, directors, consultants, agents, Affiliates, subsidiaries, sub lessees, and subcontractors in connection with the performance of activities within the City's right-of-way, as if such acts or omissions were Provider's acts or omissions.

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VIII. Appendix A - Supplemental Documents & Forms

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Wireless Construction Documents

Submittal Checklist

Case # _____-____-_____

A copy of this submittal checklist must accompany your submittal. Provide each item listed on the submittal checklist with your first plan review application.

Submittal Requirements

All graphics and plans shall be to scale and dimensioned.

INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED

Req'd	Rec'd	
☐	☐	**5 Sets of all Plan Types (Right-of-Way, Building, Engineering, Transportation, Planning, GPL, File; additional sets of plans may be required for unusual locations or conditions.)**
☐	☐	Letter stating the purpose and intent of the proposed construction, the anticipated time of service start from the new network node, contact information including emergency contact information of the Network Provider. Including the Section 283 or Section 284 whichever the applicant is filing under.
☐	☐	Justification narrative for dual poles for one network node. Explain the location limitations and obstructions that preclude the use of one pole.
☐	☐	Statement affirming that the network node uses passive cooling (no noise) or requires cooling fans. Show location of cooling device(s) on plans.

General

☐	☐	Engineering site plan showing all existing and proposed conditions • Show all fences/walls, equipment, antenna, structures, towers, etc. • Show all boxes, cables, antenna, existing pole attachments, strapping, conduit, etc. • Show any proposed cross bracing and similar devices. • Show notes indicating all finishes, paint color, and other elements. • ROW lines • Sidewalks • Existing paving • Existing trees
☐	☐	Photo simulation of the resulting installation, accurately depicting the entire network node installation.

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- ☐ ☐ Photographic context exhibit showing photographs in all directions to demonstrate the nearby poles. Include an indexed site plan showing the location and direction of photos.
- ☐ ☐ Photograph of the existing pole, and a photograph of the most adjacent street address and street name sign.
- ☐ ☐ Aerial map (no older than 6 months and with date of photo affixed to the sheet; shall not be based on Google Maps or Google Street View photos) at a scale of 1:20, overlaid with the proposed network node, accurately depicting the entire network node installation.
    - Show all Map Elements within a 100-foot radius of the site.
    - List the density factors that result in the site selection.
    - Identify all proposed and existing poles, utility boxes, electric meter pedestals, combiners, and cabling.
- ☐ ☐ Structural plan; details and calculations for complete project, Certificate of Special Inspection as necessary.
- ☐ ☐ Foundation plan and details for any enclosure or structure.
- ☐ ☐ Equipment: show all equipment – brackets and metal attachment wire or other elements, mast and arms and platforms for equipment, grounding bar(s), radio packs, fans, antennae, electrical boxes, electric drop risers, electric meters, breaker panels/disconnects, coax cable and all other cable or wires, fiber/telecom junction boxes, base transceiver stations, any other junction boxes, enclosing boxes, and provide the associated manufacturers installation instructions and specifications.
- ☐ ☐ Note on plan stating that generator is not provided and is not allowed.
- ☐ ☐ Equipment and box cut sheets from the manufacturer.
- ☐ ☐ Dimensions of the equipment and associated boxes.
- ☐ ☐ Color paint chip samples, including paint manufacturer name, and associated color name and number.
- ☐ ☐ Antenna plan.
- ☐ ☐ Elevations (before and after): show any buildings, towers, poles, ground equipment, landscape, wall enclosures and gates.
- ☐ ☐ Electrical plans and all grounding arrays and connections.
- ☐ ☐ Letter of authorization from owner of streetlight pole.
- ☐ ☐ Improvement plan: existing and proposed underground utilities.
- ☐ ☐ Identify and show on an aerial map the location of all wireless facilities and poles, towers, and antennas within a 900 foot distance.

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Traffic Signal Submittal Requirements: 1 Set (Transportation)

☐ ☐ Traffic Signal Design and Civil Improvement plans. Specifications and Engineering estimate of probable cost, all signed and sealed by a Texas registered Engineer.

☐ ☐ Foundation detail, pole detail, Certificate of Special Inspection as necessary.

Other:

☐ ☐ Documentation and certification that the installation will not cause interference with City public safety radio system, traffic signal light system, or other communications component.

☐ ☐ Community notification report documenting that notification was provided to adjacent residential developments/neighborhoods in accordance with LGC Sec. 284. Include copies of correspondence, list of addresses to which notification was sent, and a property map indicating the site of the installation as well as a radius of the notification distance and addresses of the properties.

☐ ☐ Site address will be assigned with the permit review process. Do not show any site address on your plan sheets until after the site address is assigned.

☐ ☐ Identification tag plan sheet. List the identification tag information in the format of the required tag. Please copy the following information box, fill in the proper information and affix it to the plan sheet. The box size is to be no greater than 3 inches X 3 inches.

Provider Name

Address

Emergency Phone

The equipment attached to this pole and contained in cabinets is provided for small cell infrastructure. In the event of damage or emergency concerning the small cell infrastructure on this pole or cabinets, contact the above Provider.

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Small Cells

Wireless Services Network Nodes In Public Right-of-Way

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2017 Legislation

- Effective September 1st
- Pre-emption of local authority to regulate City ROW
- Allows easy deployment of “network nodes on poles” from Wireless providers
- Allows attachments to any type of poles located in public ROW
- Allows design & permitting & limits fees that municipalities can collect

Design Manual & Applications

- **Design Criteria**:
  - Off Pole Facilities – conceal with cabinetry; enclosed vault; behind wall; or shrubs;
  - On Pole Facilities
    - Conceal or enclose
    - Secure with straps, no drilled holes on City poles
    - Conceal all wires, cables, and other like material
    - Electric meter on same pole preferred
    - No lines to second pole
  - Attach to wood or steel poles

Design Manual & Applications

- **Design Criteria**:
  - Spacing of node network antenna at 820 feet
  - Height evaluate site elevation
  - Color and materials
    - Match the dominate pole style and colors of the área
    - Color of all facilities attached to match the pole
    - Matte finishes
  - Lighting only for maintenance type work

Design Manual & Applications

- **Design Criteria**:
  - Ventilation (sound and noise)
  - Retain existing landscaping
  - Antenna to be enclosed
  - Boxes, pedestals, miscellaneous
  - Identification tag
  - Cable not exposed
  - Conduit singular within pole or in conduit
  - Conduit of sturdy material to match pole color

Design Manual & Applications

- **Application requirements**
  - Construction plans and drawings
  - Proof of load bearing (existing poles)
  - Conformance with Design Manual, other applicable City Standards, and Sec. 284
  - Proof of non-interference with emergency communications, traffic signal system
  - ROW and Electrical permitting

Design Manual, Permits & Applications

- **Installation & Inventory**
- **Inspections**
- **Placement restrictions:**
  - Parks
  - City property if it is not ROW
  - Residential streets
  - Historic District
  - Decorative poles
  - Not to impede traffic or pedestrians

Design Manual, Permits & Applications

- Identification
- Graffiti Abatement
- Abandonment

Section 2.84
Charges and Fees

- Annual public ROW Rate
  - $250 X # of network notes in ROW
  - May charge lower rate
- Use of Public ROW Rate
  - $28 per node per month
- Collocation of Network Nodes on Service Poles
  - $20 per year per Service pole
- Application Fee

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Next Steps

- **Formalize**
  - Underground Ordinance
  - ROW Ordiance Update
  - Design Manual
  - Application and Permitting Requirements

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Schedule

- City Council Consideration August 1st
- Effective Implementation September 1st

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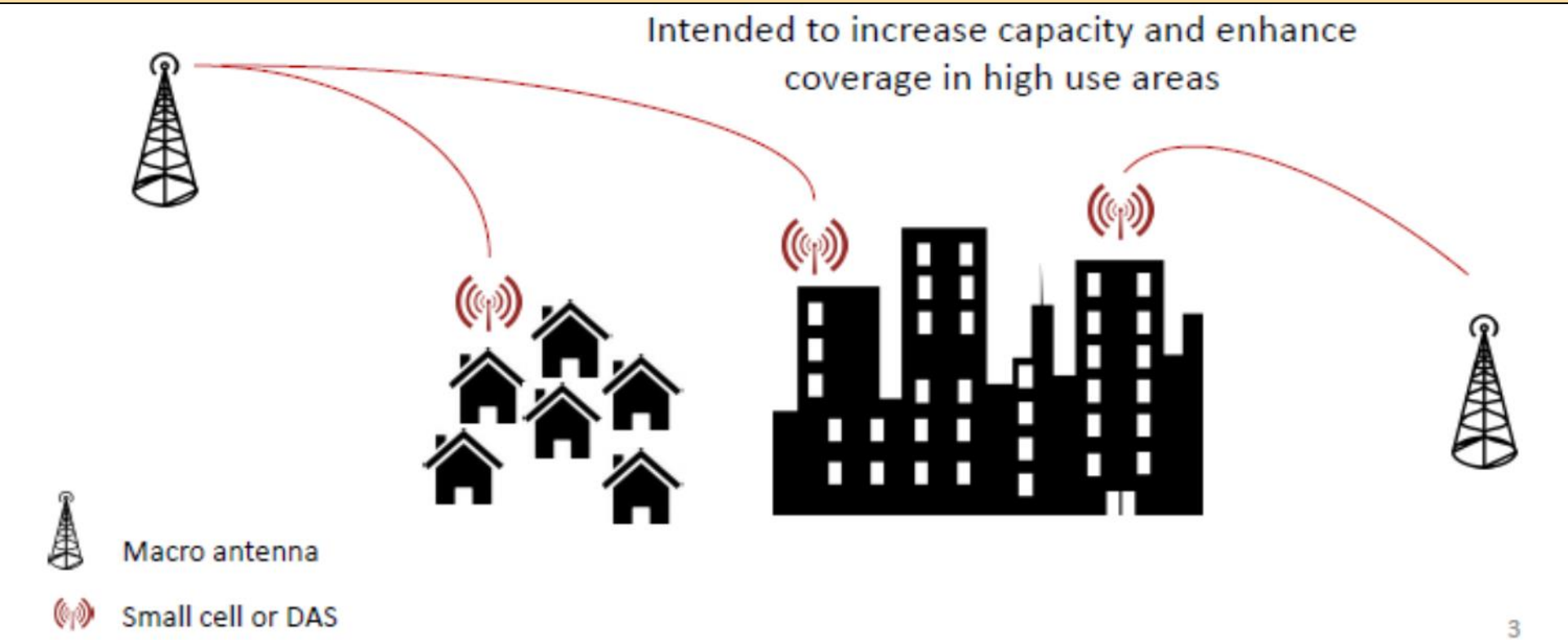
What are Small Cells?

- Mobile phone and voice and data relays placed strategically to add capacity, increase data speeds and enhance area coverage.



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High Capacity Users

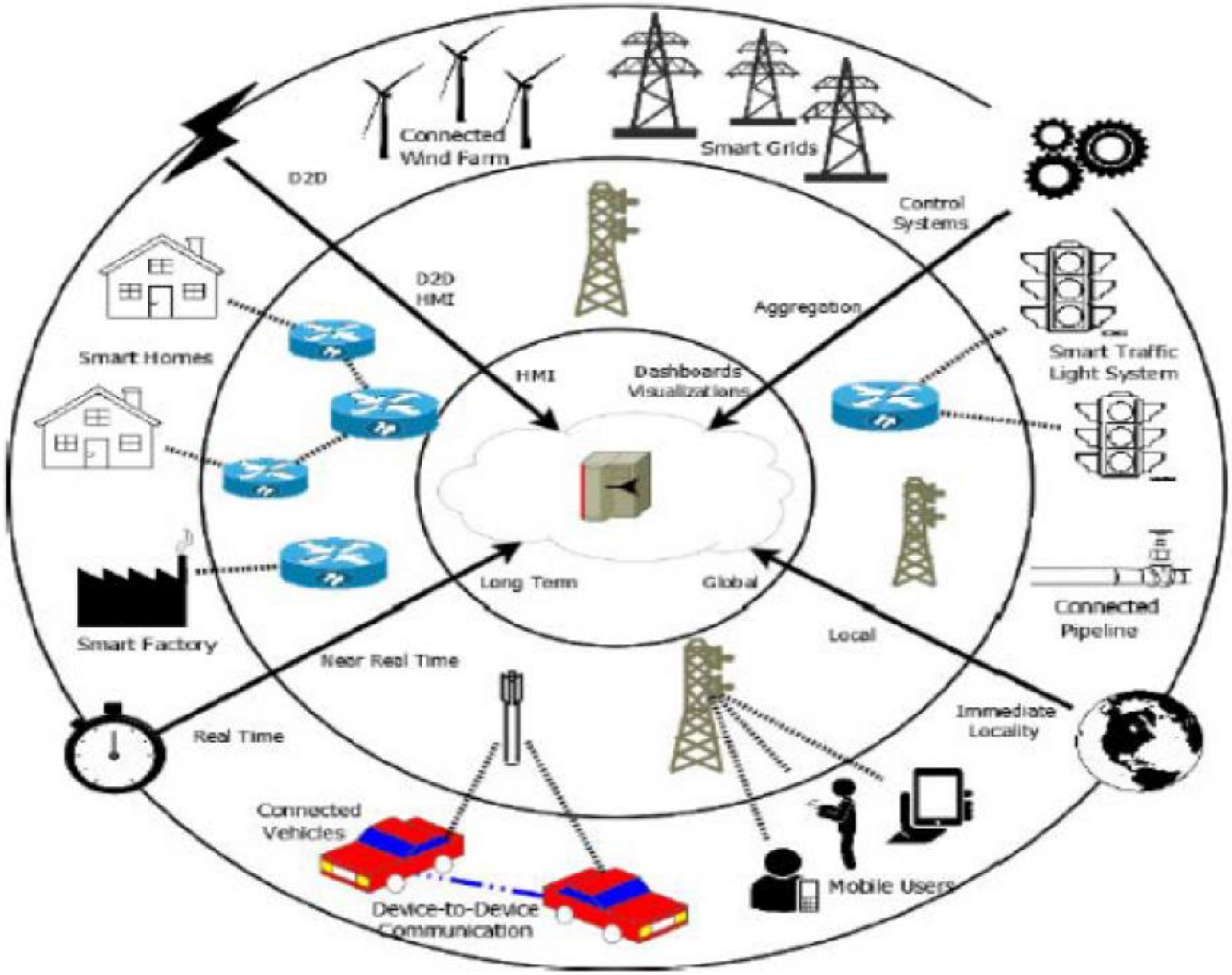

Figure 2–1 Examples of fog/MEC use cases enabled by small cells[2]

SOURCE: Small Cell Forum - http://scf.io/en/themes/Urban.php

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Chapter 284…

- Attachment of network nodes on existing poles
- Add new poles and attach network nodes
- Local permitting and design

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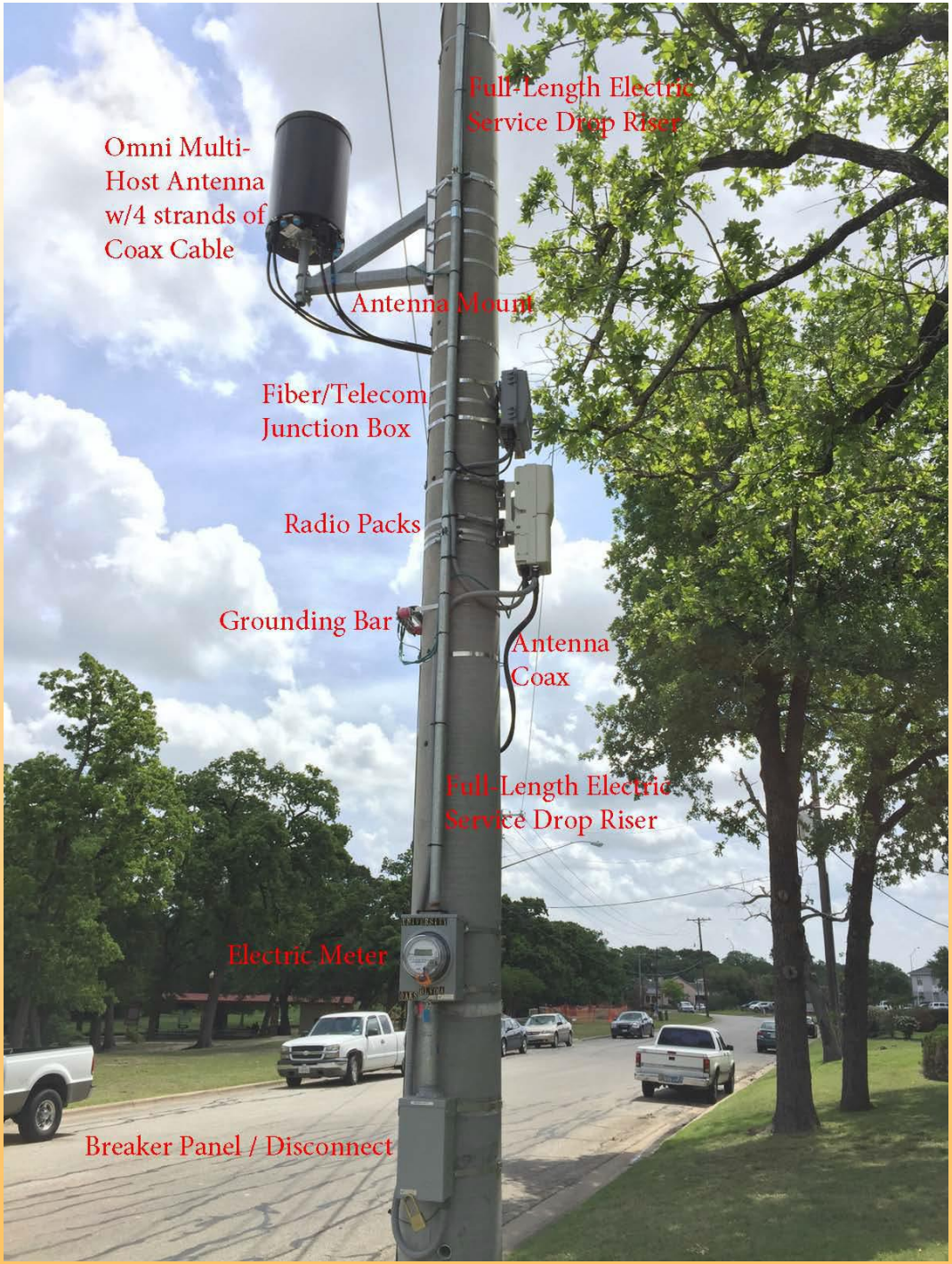
Example of Nodes



Example of Nodes

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Chapter 284

Antenna on pole w/o exposed elements	Antenna with exposed elements
Inside enclosure of up to 6 cubic feet	Inside imaginary enclosure of up to 6 cubic feet
Up to 3 feet above existing pole	Up to 3 feet above existing pole
Protrude up to 2 feet from the pole	Protrude up to 2 feet from the pole
Other Wireless Equipment associated with Network Node, attached to pole	
i. Up to 28 cubic feet	
ii. Protrude up to 2 feet from the pole	
iii. Up to 5 feet tall	
Ground-based Enclosures, separate from pole	
i. Height up to 3 feet, 6 inches from grade	
ii. Width up to 3 feet, 6 inches	
iii. Depth up to 3 feet, 6 inches	
Above Volumes Exclude: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, vertical cable runs.	

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Chapter 284

- Height not greater than:
  - No greater than 10 feet in height above the tallest existing utility pole located within 500 linear feet of the new pole in the same ROW; or
  - 50 feet above grade
- Not allowed in ROW <50 feet wide and adjacent to single-family / multi-fmaily residential lots developed or undeveloped and parks, unless otherwise approved
- Design or Historic Districts

Chapter 284

- Not allowed in ROW <50 feet wide and adjacent to single-family / multi-fmaily residential lots developed or undeveloped and parks, unless otherwise approved
- Allowed with approval in Design or Historic Districts
- Underground Areas may restrict (proposal for underground ordinance)

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Historic Preservation

- Nationwide Programmatic Agreement
- Requires Environmental Assessment
- Applicable t National Register of Historic Places “National Register”

Pole Types

- **Decorative pole**
  = Specially designed street light pole
- **Municipally owned utility pole**
- **Network support pole** (provider installed)
- **Pole**
  = service pole, utility pole, node support pole, utility pole
- **Service Pole**
  = traffic control, signage, lighting, any other municipal owned pole supporting network node(s)

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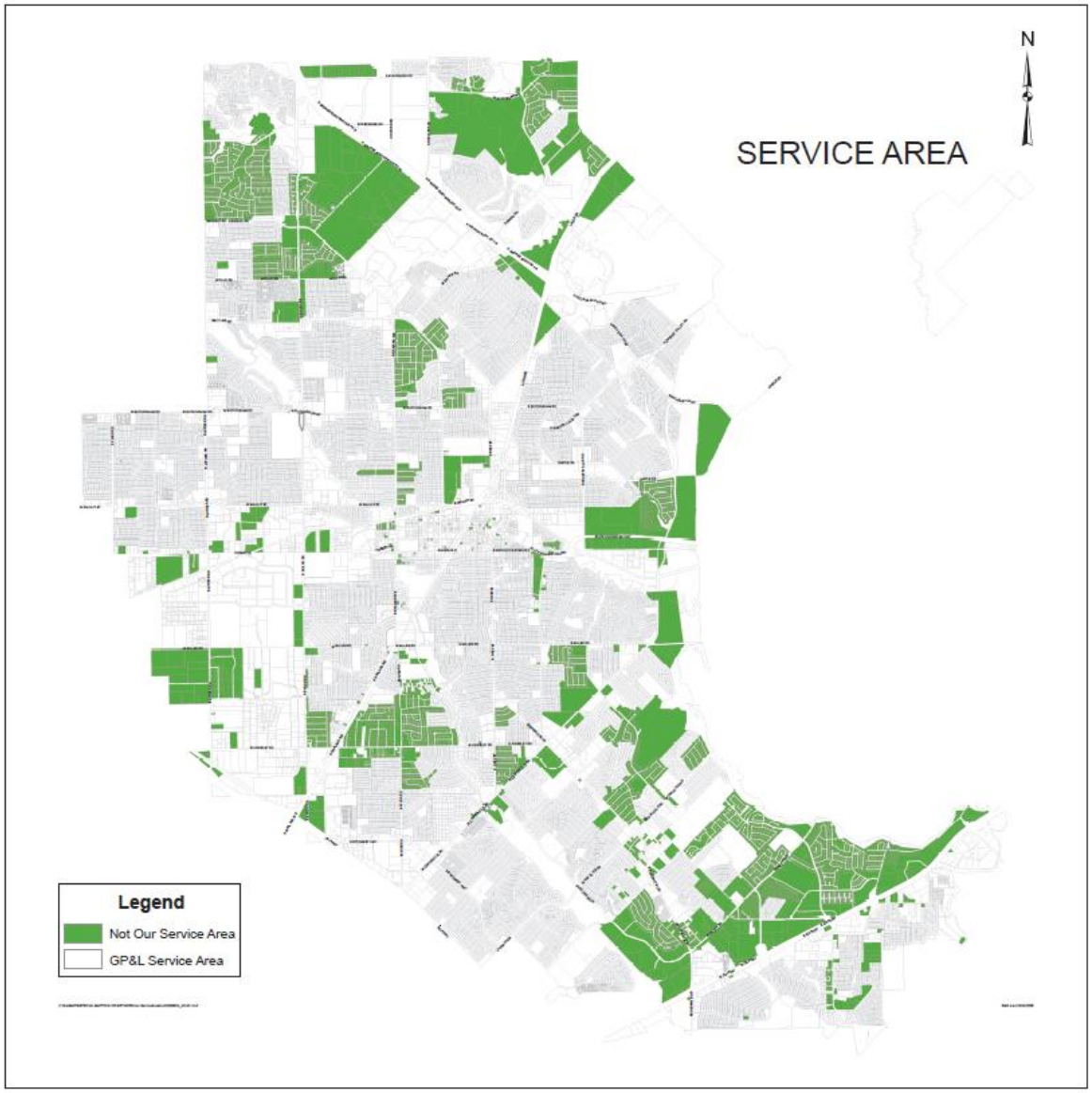
GPL Service Areas



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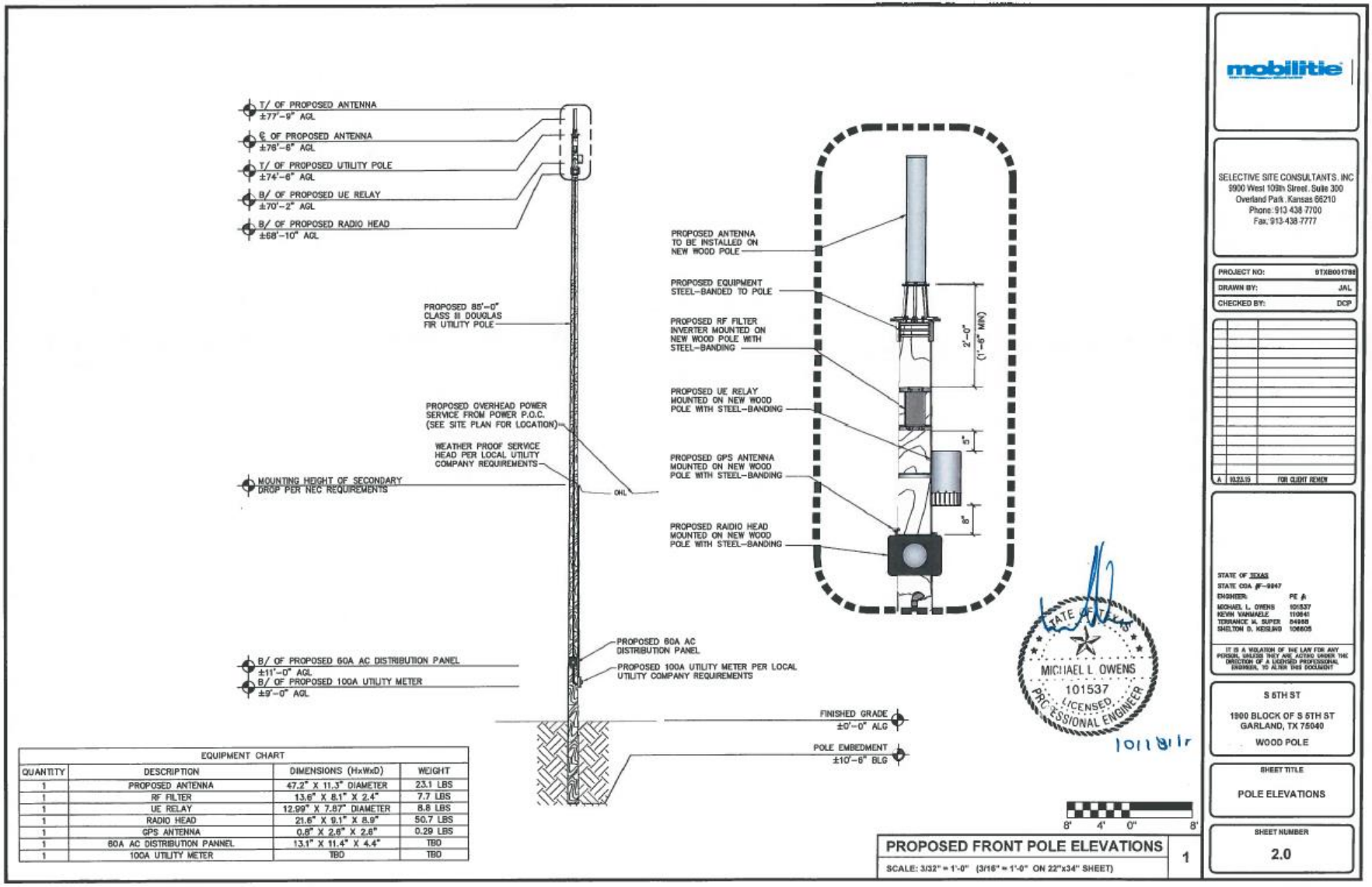
Typical Pole Plan



EQUIPMENT CHART			
QUANTITY	DESCRIPTION	DIMENSIONS (HxWxD)	WEIGHT
1	PROPOSED ANTENNA	47.2" X 11.3" DIAMETER	23.1 LBS
1	RF FILTER	13.6" X 8.1" X 2.4"	7.7 LBS
1	UE RELAY	12.99" X 7.87" DIAMETER	8.8 LBS
1	RADIO HEAD	21.6" X 9.1" X 8.9"	50.7 LBS
1	GPS ANTENNA	0.8" X 2.6" X 2.6"	0.29 LBS
1	60A AC DISTRIBUTION PANNEL	13.1" X 11.4" X 4.4"	TBD
1	100A UTILITY METER	TBD	TBD

PROPOSED FRONT POLE ELEVATIONS 1

SCALE: 3/32" = 1'-0" (3/16" = 1'-0" ON 22"x34" SHEET)

mobilitie

SELECTIVE SITE CONSULTANTS, INC
9900 West 109th Street, Suite 300
Overland Park, Kansas 66210
Phone: 913 438 7700
Fax: 913-438-7777

PROJECT NO:	9TXB001798
DRAWN BY:	JAL
CHECKED BY:	DCP

A	10.22.15	FOR CLIENT REVIEW

STATE OF TEXAS
STATE COA #F-9947
ENGINEER: PE #
MICHAEL L. OWENS 101537
KEVIN VANMAELE 110041
TORRANCE M. SUPER 84988
SHELTON S. KESSLING 106605

IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT

STATE OF TEXAS
MICHAEL L OWENS
101537
LICENSED
PROFESSIONAL ENGINEER

10/19/15

S 6TH ST
1900 BLOCK OF S 6TH ST
GARLAND, TX 75040
WOOD POLE

SHEET TITLE
POLE ELEVATIONS

SHEET NUMBER
2.0

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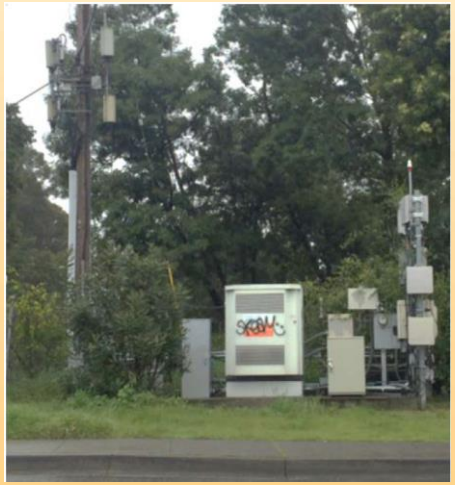
Pictures



GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda **4.a.**

Meeting Date: July 31, 2017

Item Title: Preview of 2017-18 Proposed Budget

Submitted By: Ron Young, Budget Director

Summary of Request/Problem

Staff will provide an overview of the City Manager's Proposed Budget for FY 2017-18. The FY 2017-18 Proposed Budget document will officially be presented to Council at the August 1, 2017 Regular Meeting.

Recommendation/Action Requested and Justification

Preview only for the Proposed Budget. Questions and discussion will occur at future Budget Work Sessions after Council has received the Budget document.

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:

Mayor Douglas Athas

- Justice Dickson - Garland Youth Council
- Maxwell Lavinsky - Garland Youth Council

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:
Council Member David Gibbons

- Ozair Ali - Garland Youth Council
- Cameron Glick - Garland Youth Counci

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:
Council Member Anita Goebel

- Sydney Colón - Garland Youth Council
- Cynthia Carrillo - Garland Youth Council

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City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title:
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:
Council Member Jerry Nickerson

- Max Luna - Garland Youth Council
- Joshua Joda - Garland Youth Council

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:
Council Member B.J. Williams

- Jazmin Sanchez - Garland Youth Council
- Ester Akapo - Garland Youth Council

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:

Council Member Rich Aubin

- Sarah Cox - Garland Youth Council
- Jade Martinez - Garland Youth Council

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:

Council Member Robert Vera

- Naomie Avila - Garland Youth Council
- Ximena Coronado - Garland Youth Council
- Lori Barnett Dodson - Plan Commission
- Bruce L. Astin - Board of Adjustment
- Jack R. Wyatt Jr. - Building and Fire Codes Board
- Craig Wright - Garland Cultural Arts Commission
- Doug A. Williams - Property Standards Board
- Dorothy McAllister - Library Board

Attachments

Lori Barnett Dodson - Plan Commission
Bruce L. Astin - Board of Adjustment
Jack R. Wyatt Jr. - Building and Fire Codes Board
Craig Wright - Garland Cultural Arts Commission
Doug A. Williams - Property Standards Board
Dorothy McAllister - Library Board

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: June 1, 2017

Name: Lori Barnett Dodson Phone: _____ (Home)

Address: 2501 Lakeside Drive Phone: _____ (Other)

City, State, Zip: Garland, Texas 75042 Email: _____

Resident of Garland for 53 years Resident of Texas for 53 years

Dallas County Voter Registration Numb... • Garland City Council District Number 6

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.

Over 30 years in the real estate development and real estate investment field

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

2006-2011 Plan Commission; 2011-2017 City Council

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

Senior Source 2004-present

What is your educational background?

BBA-Accounting

What is your occupational experience?

VP Investment Management

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	Garland Cultural Arts Commission	Parks and Recreation Board
___ Building and Fire Codes Board	Garland Youth Council **	Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board	* *Plan Commission members must live in district* ** *Garland Youth Council has a separate application*	

FOR OFFICE USE ONLY

Ad Valorem Tax Status: Current ✓ Past Due ___

Utility Account Status: Current ✓ Past Due ___ evident

CSO Suit/Claim Filed: Yes ___ No ✓

Clerk Signature & Date: Laura Sullivan 6/20/17

Date Appointed ___

Appointed By ___

Date Notified ___

Disclosure Form Filed ___

Revised 03/2017

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: July 13, 2017

Name: Bruce L. Astin Phone: None (Home)

Address: 1706 Timbercreek Dr Phone: _____ (Other)

City, State, Zip: Garland, Texas 75042 Email: _____

Resident of Garland for 28 years Resident of Texas for 28 years

Dallas County Voter Registration Number _____ Garland City Council District Number 6

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 served on this board for the past 12 years.

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

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

Have been an adult leader with the Boy Scouts of American since 2003

What is your educational background?

High School with some college

What is your occupational experience?

I have been retired since 2012, previously worked as District sales manager for Curtis Circulation Co.

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

Board or Commission of first, second, and third choice:

X Board of Adjustment	Garland Cultural Arts Commission	Parks and Recreation Board
Building and Fire Codes Board	Garland Youth Council **	Plan Commission *
Citizens Environmental and Neighborhood Advisory Committee	Property Standards Board	Plumbing and Mechanical Codes Board
Community Multicultural Commission	Library Board	Senior Citizens Advisory Committee
Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status: Current X Past Due ___

Utility Account Status: Current ___ Past Due ___

CSO Suit/Claim Filed: Yes ___ No X

Clerk Signature & Date: Mayra Sullivan

Date Appointed _____

Appointed By _____

Date Notified _____

Disclosure Form Filed _____

Revised 03/2017

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: june 27, 2017

Name: Jack R. Wyatt Jr. (Rick) Phone: _____ (Home)

Address: 614 Worcester Phone: _____ (Other)

City, State, Zip: Garland, Tx. 75040 Email: _____

Resident of Garland for 50+ years Resident of Texas for 66 years

✓ Dallas County Voter Registration Number _____ Garland City Council District Number 8

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.

Business owner, real estate broker

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

planning comission, board of adjustments, fire & building code

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

Garland Business Association, Boy Scouts of America, youth coach for over 30 years

What is your educational background?

High school, some college,

What is your occupational experience?

family business for 50 years, held real estate broker license for 30 + years

I hereby affirm that all statements herein are true and correct. Jack R Wyatt Jr

Board or Commission of first, second, and third choice:

___ Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
1 Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status Current ✓ Past Due ___
Utility Account Status Current ✓ Past Due ___

CSO Suit/Claim Filed Yes ___ No ✓
Clerk Signature & Date Courtney Vanover 7/3/17

Date Appointed _____
Appointed By _____
Date Notified _____
Disclosure Form Filed _____

Revised 03/20

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: 6/22/72

Name: CRAIG WRIGHT Phone: ___ (Home)

Address: 4313 SWEETBRIAR DR. Phone: ___ (Other)

City, State, Zip: GARLAND TX 75042 Email: ___

Resident of Garland for 42 years Resident of Texas for 45 years

Dallas County Voter Registration Number Garland City Council District Number 6

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.
Arts Commissioner Since 2009 (around these! :)

If you have previously served on a City Board or Commission, please specify and list dates of service.
2009 - present Arts Commission

List civic or community endeavors with which you have been involved.
YMCA, Northeast Church & Watermark Church outreach community programs

What is your educational background?
Bachelor's of Arts from UNT

What is your occupational experience?
Video Production & Photography for over 22 years

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	X Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status Current ☒ Past Due ___
Utility Account Status Current ☒ Past Due ___

CSO Suit/Claim Filed Yes ___ No ☒
Clerk Signature & Date [signature]

Date Appointed ___
Appointed By ___
Date Notified ___

Revised 02/2011

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GARLAND
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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: 6.16.2017

Name: DOUG A. WILLIAMS Phone: _____ (Home)

Address: 3810 BURNING TREE LN Phone: _____ (Other)

City, State, Zip: GARLAND TEX 75042 Email: _____

Resident of Garland for 44 years Resident of Texas for 64 years

√ Dallas County Voter Registration Number ____ Garland City Council District Number 6

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.

If you have previously served on a City Board or Commission, please specify and list dates of service.
PLAN COMMISSION - 2-TIMES | WEST AREA
ZIB BOARD | MANY ADD HOC COMM
UTILITY ADVISORY BOARD | NOW ON PROPERTY STANDARDS BOARD

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

What is your educational background? HIGH SCHOOL - SOME COLLEGE

What is your occupational experience? MASTER PLUMBER - OWNER

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	✓ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status Current ✓ Past Due ___
Utility Account Status Current ✓ Past Due ___

CSO Suit/Claim Filed Yes ___ No ✓
Clerk Signature & Date Courtney Vanover 6/30/17

Date Appointed _____
Appointed By _____
Date Notified _____
Disclosure Form Filed _____

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: 5/8/2017

Name: Dorothy McAllister Phone: ✓ (Home)

Address: 4222 Tynes Circle Phone: (Other)

City, State, Zip: Garland, TX 75042 Email

Resident of Garland for 40+ years Resident of Texas for 50+ years

Dallas County Voter Registration Number ✓ Garland City Council District Number 6

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.
Taught school (Jr High)
Organized school Library

If you have previously served on a City Board or Commission, please specify and list dates of service.
Sr Citizens Advisory Committee 1yr (date?)

List civic or community endeavors with which you have been involved.
Neighborhood Association (LUGNA), Visual Aid Volunteers
TIAA Retiree Group

What is your educational background? B.S. Education

What is your occupational experience? Taught jr high, organized grade school library, brailled text books

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	1 Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status Current X Past Due ___
Utility Account Status Current X Past Due ___

CSO Suit/Claim Filed Yes ___ No X
Clerk Signature & Date LOS 05/24/17

Date Appointed ___
Appointed By ___
Date Notified ___
Disclosure Form Filed ___

Revised 03/2017

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:

Mayor Pro Tem Scott LeMay

- Elizabeth Rushing - Garland Youth Council
- Jose Rodriguez - Garland Youth Council

GARLAND

City Council Work Session Agenda
Meeting Date: July 31, 2017
Item Title: Boards & Commission Appointment
Submitted By: Elisa Morales, Management Services Coordinator , Administration

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Summary:
Council Member Robert J. Smith

- Patricio Gonzalez - Garland Youth Council
- Katherine Sinclair - Garland Youth Council
- John McDonald - Board of Adjustment
- Vonda Tyson - Community Multicultural Commission
- Trellas Gotcher - Library Board

Attachments

John McDonald - Board of Adjustment
Vonda Tyson - Community Multicultural Commission
Joseph Schroeder - Downtown TIF Board
Trellas Gotcher - Library Board

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Application for City of Garland Boards/Commissions/Committees

Return completed application to: City Secretary's Office, 200 North Fifth Street, Garland, Texas 75040

Please Type or Print Clearly: Date: June 23, 2017

Name: John McDonald Phone: _____ *(Home)*

Address: 1605 Trowbridge St Phone: _____ *(Other)*

City, State, Zip: Garland Texas 75044 Email: _____

Resident of Garland for 30+ years Resident of Texas for 64+ years

√ Dallas County Voter Registration Number _____ Garland City Council District Number D8

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 served on the BOA for many years and have served on several Mayor's committees

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

I have served on BOA since 2001 and have served on several Mayor's committees

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

School supply drives and donations (Masonic); NGHS Scholarship Presentations (Scottish Rite)

What is your educational background?

MS - Physics and Computer Science both; BS - Mathematics and Computer Science both

What is your occupational experience?

Engineering, Engineering Management, Business and Division Management for Raytheon

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

Board or Commission of first, second, and third choice:

X Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

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Ad Valorem Tax Status: Current √ Past Due ___
Utility Account Status: Current √ Past Due ___
CSO Suit/Claim Filed: Yes ___ No √
Clerk Signature & Date: Courtney Vanover 6/29/17

Date Appointed _____
Appointed By _____
Date Notified _____
Disclosure Form Filed _____

Revised 03/201

GARLAND

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Application for City of Garland Boards/Commissions/Committees

Please Type or Print Clearly: Date: February 1, 2017

Name: Vonda Tyson Phone: _____ *(Home)*

Address: 1905 Wyster Dr. Phone: _____ *(Other)*

City, State, Zip: Garland, TX 75040 Email: _____

Resident of Garland for 22 years Resident of Texas for 51 years

Dallas County Voter Registration Number _____ Garland City Council District Number 8

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.

- Volunteer at my Church
I have wrk and volunteered with several community and work organizations over the past 20 yrs.
Information Technology Future Black Data Processor- Volunteer Fel 9 yrs in Garland ISD Schools

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

N/A

List civic or community endeavors with which you have been involved. Was ONE of Eight selected out of 2000 to win Parent of the year - For working with Middle School children

* Boy Tie Boys, Garland NAACP Yth Council - Leader of "Higher Grounds -Teen Mentoring Grp- 3 yrs - until Dec 2016

What is your educational background?

(2) Associates Degrees - Currently wrking on Bachors-Several Learning & Dev & Consulting Certifications

What is your occupational experience?

21 yrs at Blue Cross Blue Shield/Proj Mngt., Vendor Mngmt, Training Specialist - Current - Contract Speci

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	2 Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
3 Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
1 Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

* *Plan Commission members must live in district* ** *Garland Youth Council has a separate application*

Return completed application to:

City Secretary's Office
200 North Fifth Street
Garland, TX 75040
Fax: 972-205-2504
Email: rdowl@GarlandTx.gov

Revised 03/2015

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Application for City of Garland Boards/Commissions/Committees

Please Type or Print Clearly: Date: July 10, 2017

Name: Joseph Schroeder Phone: _____ *(Home)*

Address: 1726 Archery Ln. Phone: _____ *(Other)*

City, State, Zip: 75044 Email: _____

Resident of Garland for 30 years Resident of Texas for 30 years

Dallas County Voter Registration Number _____ Garland City Council District Number 7

Have you ever been convicted of a felony? ____ Yes X No

Have you ever been convicted of a Class A misdemeanor? ____ Yes X No

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

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

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

What is your educational background?

MBA Graduate

Student for Texas Real Estate License

What is your occupational experience?

Photographer - 4 years at personal studio and Heritage Auctions

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

Signature of Applicant

Board or Commission of first, second, and third choice: _X_ Tax Increment Finance Board (Downtown) *TIFF

___ Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Housing Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	___ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

* *Plan Commission members must live in district* ** *Garland Youth Council has a separate application*

Return completed application to:

City Secretary's Office
200 North Fifth Street
Garland, TX 75040
Fax: 972-205-2504
Email: rdowl@GarlandTx.gov

Revised 03/2015

Utilities: Current
Taxes: Current
Claims: none MS 7/19

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Application for City of Garland Boards/Commissions/Committees

Please complete this form and return to: City Secretary's Office, 200 North 5th Street, Garland, Texas 75040

Please Type or Print Clearly: Date: 6/20/2017

Name: Trellas Gotcher Phone: _____ (Home)

Address: 1801 Travis Phone: _____ (Other)

City, State, Zip: Garland Email: _____

Resident of Garland for 25 years Resident of Texas for 35 years

Dallas County Voter Registration Number _____ Garland City Council District Number 8

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.

Held several officer positions, including president, as well as several committees while at SMU

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

Presently serving on Library Board

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

Active in church, assisted with republcian elections

What is your educational background?

Graduated with Complete Business Degree from Parks Business College in Denver, Co.

What is your occupational experience?

Administrative Assistant for Mechanical Engineering at SMU

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

Board or Commission of first, second, and third choice:

___ Board of Adjustment	___ Garland Cultural Arts Commission	___ Parks and Recreation Board
___ Building and Fire Codes Board	___ Garland Youth Council **	___ Plan Commission *
___ Citizens Environmental and Neighborhood Advisory Committee	___ Property Standards Board	___ Plumbing and Mechanical Codes Board
___ Community Multicultural Commission	✓ Library Board	___ Senior Citizens Advisory Committee
___ Electrical Board		

** Plan Commission members must live in district ** Garland Youth Council has a separate application*

FOR OFFICE USE ONLY

Ad Valorem Tax Status Current ✓ Past Due ___
Utility Account Status Current ✓ Past Due ___

CSO Suit/Claim Filed Yes ___ No ✓
Clerk Signature & Date Courtney Vanover 6/27/17

Date Appointed _____
Appointed By _____
Date Notified _____
Disclosure Form Filed _____

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