



# GARLAND

## NOTICE OF MEETING CITY OF GARLAND, TEXAS

### COMMUNITY SERVICES COMMITTEE

Work Session Room of City Hall  
200 N. Fifth Street  
Garland, Texas  
January 23, 2025, at 10:00 a.m.

A meeting of the Community Services Committee of the City of Garland, Texas will be held at the aforementioned location, date, and time to discuss and consider the following agenda items.

**NOTICE:** The committee may recess from the open session and convene in a closed executive session if the discussion of any of the listed agenda items concerns attorney/client communication, including 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.

#### AGENDA:

#### 1. APPROVAL OF MINUTES

- a. Consider approval of the December 5, 2024, Meeting Minutes.

#### 2. PUBLIC COMMENTS

Persons who desire to address the Committee on any item on the agenda are allowed three minutes to speak. Testimony may be held until the item is considered or given at the beginning of any committee meeting. Invited testimony may also occur at any time, subject to a request of the Member of the Committee and with the approval of the Committee Chairperson.

#### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

##### a. Discuss and Review Fall 2024 Neighborhood Matching Grants

Staff will present applications received to the committee for review and consideration.

##### b. Discuss Civil Penalties for Code Compliance Issues

This is a continuation of the discussion related to potential civil enforcement for certain code compliance violations. Technical capacity and limitations pertaining to these types of violations will be addressed. This item was previously discussed during December 5th, Community Services meeting. Item submitted by Councilmembers Lucht and Dutton.

##### c. Discuss Downtown Square Programming and Usage Policy

The committee will review and discuss the practices and policies currently in place concerning the Downtown Square. Item submitted by Councilmembers Lucht and Beard.

#### 4. ADJOURN

**NOTE:** A quorum of the City Council may be in attendance and may or may not participate in the discussions of the Committee or board.





GARLAND

**Community Services Committee**

**1. a.**

**Meeting Date:** 01/23/2025

**Item Title:** Approval of the December 5 Meeting Minutes

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**Summary:**

Consider approval of the December 5, 2024, Meeting Minutes.

**Background/Additional Information:**

Consider approval of the December 5, 2024, Meeting Minutes.

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**Attachments**

12.05.24 CSC Draft Meeting Minutes

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**DRAFT**



# **GARLAND**

## **MINUTES**

The Community Services Committee of the City of Garland convened in regular session at 10:00 a.m. on Thursday, December 5, 2024, in the Council Chambers 200 North Fifth Street, Garland, Texas, with the following members:

- Present:** Jeff Bass, Chair  
Kris Beard, Council Member  
Carissa Dutton, Council Member
- Staff Present:** Phil Urrutia, Assistant City Manager  
Kevin Slay, Managing Director, Customer Service  
Brian England, City Attorney  
Mike Betz, IT Managing Director  
Rick Barker, Code Compliance Director  
Nelda Murpy, Recording Secretary

### **1. APPROVAL OF MINUTES**

#### **Consider Approval of Minutes from the October 24, 2024 Meeting**

Motion was made by Council Member Dutton and seconded by Council Member Beard to approve the October 24 meeting minutes. Motion carried unanimously.

### **2. PUBLIC COMMENTS**

Persons who desire to address the Committee on any item on the agenda are allowed three minutes to speak. Testimony may be held until the item is considered or given at the beginning of any committee meeting. Invited testimony may also occur at any time, subject to a request of the Member of the Committee and with the approval of the Committee Chairperson.

There were no speakers for Public Comments.

### **3. ITEMS FOR INDIVIDUAL CONSIDERATION**

- a.** Discuss Civil Penalties for Code Compliance Issues and the Capacity and Limitations Pertaining to These Types of Violations

City staff made a presentation on transitioning some code compliance issues from criminal to civil enforcement.

Mike Betz, IT Managing Director, provided an overview of the proposed transition from criminal to civil enforcement for certain code compliance violations. He explained the challenges with the current criminal enforcement system and highlighted how administrative citations could streamline the process, reduce court workload, and encourage compliance more effectively. He detailed the technological integration plan, involving Salesforce and T2 Systems, and the anticipated timeline for the necessary API upgrade to be completed.

Rick Barker, Code Compliance Director, emphasized the potential benefits of the civil enforcement program for improving neighborhoods. He shared examples of code violations that could be addressed through photographic evidence and how the program could reduce the workload for code officers. He reassured the committee that the program would still incorporate existing notice

processes and that Code Cares would remain available for residents requiring assistance.

Brian England, City Attorney, discussed legal considerations, including due process, public trust, and policy implications. He explained the importance of ensuring clear, fair procedures for residents and noted that residents dissatisfied with administrative hearings could appeal to the Municipal Court.

At the next meeting, staff will prepare and present a list of code violations suitable for civil enforcement and a proposed fee schedule. Once approved, a draft ordinance will be developed and presented to the City Council, potentially by February 2025.

**4. ADJOURN**

At 10:53 a.m. the meeting was adjourned.

Submitted By:

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Jeff Bass, Chair

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Kevin Slay, Staff Liaison



GARLAND

**Community Services Committee**

**3. a.**

**Meeting Date:** 01/23/2025

**Item Title:** Discuss and Review Fall 2024 Neighborhood Matching Grants

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**Summary:**

**Discuss and Review Fall 2024 Neighborhood Matching Grants**

Staff will present applications received to the committee for review and consideration.

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GARLAND

**Community Services Committee**

**3. b.**

**Meeting Date:** 01/23/2025

**Item Title:** Discuss Civil Penalties for Code Compliance Issues

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**Summary:**

**Discuss Civil Penalties for Code Compliance Issues**

This is a continuation of the discussion related to potential civil enforcement for certain code compliance violations. Technical capacity and limitations pertaining to these types of violations will be addressed. This item was previously discussed during December 5th, Community Services meeting. Item submitted by Councilmembers Lucht and Dutton.

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GARLAND

**Community Services Committee**

**3. c.**

**Meeting Date:** 01/23/2025

**Item Title:** Discuss Downtown Square Programming and Usage Policy

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**Summary:**

**Discuss Downtown Square Programming and Usage Policy**

The committee will review and discuss the practices and policies currently in place concerning the Downtown Square. Item submitted by Councilmembers Lucht and Beard.

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