



GARLAND

AGENDA

CITY COUNCIL WORK SESSION
City of Garland
Work Session Room, City Hall
200 North Fifth Street
Garland, Texas
February 6, 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. Written Briefings:

a. Abandonment and Sale of Seventh Street Public Right-of-Way between Avenue A and Avenue B, including portion of 20 foot Alley Right-of-Way, to Tx Garland Apartments, LP

Council is requested to consider abandoning Seventh Street public right-of-way between Avenue A and Avenue B, including a portion of 20 foot alley public right-of-way. The abandonment has been requested by the developer of an apartment community located at 704 Avenue B (formerly the old Bank of America property). Unless otherwise directed by Council, this item will be scheduled for formal consideration at the February 21, 2017 Regular Meeting.

b. Public Health Agreement with Garland Independent School District

Council is requested to consider two agreements regarding assistance in a public health emergency between the Garland Independent School District (GISD) and the City of Garland. This agreement expired in 2016 and staff seeks Council authorization to renew these agreements. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the February 21, 2017 Regular Meeting.

2. Verbal Briefings:

a. Downtown Square Design

Staff will provide an update to the Council on the proposed process for moving forward on the design of the Downtown Square.

b. Review and/or Adoption of Policies Regarding City Boards and Commissions

At the request of Council Member David Gibbons and Council Member Rich Aubin, Council is requested to discuss the review and/or adopt a policy regarding actions, activities and expenditures by City Boards and Commissions including annual budget amounts and purchases related to meals, travel, clothing, business cards, promotional items, outside organization participation and other miscellaneous expenditures.

c. Recap of January 25 Legislative Trip to Austin

Council will be briefed on the January 25, 2017 trip to Austin.

3. Regular Item:**a. Rules of Order and Council Policies**

Consider for adoption Rules of Order and Council Policies to be operative for calendar year 2017.

b. Review and Deliberation of 2017 Capital Improvement Program

Council will continue its review and discuss the 2017 Capital Improvement Program.

4. Discuss Appointments to Boards and Commissions

Council Member Anita Goebel

- Eric Stuyvesant - Citizens Environmental and Neighborhood Advisory Committee

5. Consider the Consent Agenda

A member of the City Council may ask that an item on the consent agenda for the next regular meeting be pulled from the consent agenda and considered separate from the other consent agenda items. No substantive discussion of that item will take place at this time.

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

POLICY REPORT

City Council Work Session Agenda

Work Session Item 1.a.

Meeting Date: 02/06/2017

Item Title: Abandonment and Sale of Seventh Street Public Right-of-Way between Avenue A and Avenue B, including portion of 20 foot Alley Right-of-Way, to Tx Garland Apartments, LP

Submitted By: Michael Polocek, Engineering Director

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

ISSUE

Consider abandoning Seventh Street public right-of-way between Avenue A and Avenue B, including a portion of 20 foot alley public right-of-way. The abandonment has been requested by the developer of an apartment community located at 704 Avenue B (formerly the old Bank of America property).

OPTIONS

1. Approve the sale and abandonment of Seventh Street public right-of-way between Avenue A and Avenue B, including a portion of 20 feet alley public right-of-way, to TX Garland Apartments, LP for fair market value in the amount of \$110,000.
2. Take no action.

RECOMMENDATION

Approve Option 1. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the February 21, 2017 Regular Meeting.

BACKGROUND

The right-of-way of Seventh Street and alley was dedicated by the plat of the Town of Embree and filed for record September 18, 1886. The portion of Seventh Street measures 70 feet wide by 270 feet in length from Avenue A to Avenue B and is approximately 0.434 acres. The portion of the alley measures 20 feet wide by 166 feet in length and is approximately 0.076 acres.

TX Garland Apartments, LP recently purchased the former bank properties located at 616 W. Avenue A and 705 W. Avenue B, and thus own both sides of Seventh Street from Avenue A to Avenue B. Mr. Bill Fisher presented his development plan to City Council on February 2, 2015 requesting a Resolution of Support of the project from the City of Garland. The Resolution of Support was necessary for TX Garland Apartments, LP to apply for a 9% tax credit application from the Texas Department of Housing and Community Affairs for an adaptive reuse of the existing building. In their presentation, Mr. Fisher mentioned the desire to abandon Seventh Street in order to develop the site. Council approved the Resolution of Support on February 17, 2015.

Recently, TX Garland Apartments, LP approached the City requesting the abandonment of the right-of-way adjacent to and across their properties as part of the proposed two-phase development of an apartment community. TX Garland Apartments, LP provided the City with an appraisal prepared by BBG, Inc. valuing the land at \$110,000.

TX Garland Apartments, LP also provided a Traffic Volume Analysis for Seventh Street performed by Lee Engineering. The study shows a weekday average of 325 vehicles/day (M-F) and a weekend average of 198 vehicles/day (Sat-Sun). The average peak hourly rate is 40 vehicles/hour (M-F) and 26 vehicles/hour (Sat-Sun). According to the study, the low traffic counts would have a minimal impact on adjacent roadways should Seventh Street be abandoned.

CONSIDERATION

1. TX Garland Apartments, LP owns both sides of Seventh Street from Avenue A to Avenue B. The abandonment would allow TX Garland Apartments to proceed with the redevelopment of the existing bank site into affordable apartments. Additionally, the City of Garland would no longer have any responsibility for maintenance of the right-of-way.
2. Because of its size and shape, this tract could not reasonably be utilized by a separate, non-adjacent owner.

Attachments

Location Map
Offer and Abandonment Request Letter
Seventh Street Appraisal
Seventh Street Traffic Count Study
Exhibit Seventh St. ROW Abandon
Exhibit Alley ROW Abandon

**GARLAND****POLICY REPORT****City Council Work Session Agenda****Work Session Item 1.b.****Meeting Date:** 02/06/2017**Item Title:** Public Health Agreement with GISD**Submitted By:** Richard Briley, Managing Director**Council Goal:** Defends Rightful Powers of Municipalities
Consistent Delivery of Reliable City Services

ISSUE

Two agreements regarding assistance in a public health emergency between the Garland Independent School District (GISD) and the City of Garland. These agreements expired in 2016 and staff seeks Council authorization to renew these agreements.

OPTIONS

- 1) Authorize the City Manager to sign the agreements.
- 2) Reject the agreements and direct staff to procure resources elsewhere to fulfill the needs outlined in the agreements.

RECOMMENDATION

Staff recommends that City Council authorize the City Manager to sign the agreements between GISD and the City of Garland. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the February 21, 2017 Regular Meeting.

BACKGROUND

Chapter 418 of the Texas Government Code requires local emergency management agencies to prepare and maintain emergency management plans. These agreements support planning for public health emergencies such as the widespread outbreak of communicable disease by procuring assistance from GISD in two specific areas. First, in the event of a public health emergency that requires widespread use of vaccines or medicines, the agreement provides for the City of Garland to utilize the Curtis Culwell Center as a mass dispensing site capable of assisting large numbers of individuals. Second, the agreement provides for the use of GISD school busses and drivers in the event that door-to-door delivery of medication over a widespread area becomes necessary.

CONSIDERATION

Through inter-local agreement with the City of Garland, Dr. Lambert, City of Garland Health Officer, also serves as the City Health Officer for the City of Rowlett and the City of Sachse. GISD also serves all three communities. By extension, citizens of Rowlett and Sachse will also be served by these agreements.

Attachments

GISD Culwell Center Agreement 2017

GISD Bus Agreement 2017



GARLAND

POLICY REPORT

City Council Work Session Agenda

Work Session Item 2.a.

Meeting Date: 02/06/2017

Item Title: Downtown Square Design (District 2)

Submitted By: Angela Self, Comprehensive Planning Administrator

Council Goal: Sustainable Quality Development and Redevelopment

ISSUE

The purpose of this item is to provide an update to the Council on the proposed process for moving forward on the design of the Downtown Square.

OPTIONS

Information only.

BACKGROUND

The scope of the Downtown Square project addresses potential architectural opportunities to the eastern half of the square which includes the Civic Theater Building and the design of the western Plaza area. An outline of activity is included below:

1. The Downtown Square project was approved by Garland voters as a part of the 2004 Bond Fund. The project scope included the redesign of the Downtown Square to create a more functional and inviting public space for large gatherings, as well as individual activity. In 2012, preliminary design services were completed with a consultant team led by David C. Baldwin, Inc. providing a comprehensive assessment of the project area. An extensive public engagement process concluded with the identification of three (3) design concepts for consideration.
2. In September 2016, three (3) design concepts were presented during a series of public engagement meetings. Each concept presented a unique layout for the Square featuring amenities identified by area stakeholders. Project stakeholders included Downtown user groups; and Downtown merchants, organizations, and property owners.
3. In October 2016, an additional design concept was initiated. It was based on public input and with an emphasis on limited amenities to allow for more open space. Each of these options included the development of open space along State Street in the area formerly occupied by the GP&L Building and retaining the Civic Theater building at 108 Sixth Street, also known as the Crossman Block, with planning for the building identified as "to be determined".
4. A comprehensive asbestos and lead survey and a structural condition assessment were completed for the Civic Theater in September 2016. The assessment concluded that the structure was generally sound with no unknown deficiencies.

CONSIDERATION

1. In February 2017, a public meeting is proposed to garner input regarding the two revised concepts for the Square which include a) Concept C, an option based on public input provided in September 2016 with reduced amenities and b) Concept D, an option with further reduced amenities than those identified by the public. Project stakeholders will include Downtown user groups; and Downtown merchants, organizations, and property owners. An update would be given to the City Council in March 2017.
2. It is proposed that a Request for Qualifications (RFQ) and Request for Proposals (RFP) be issued to identify a private partner to develop a final proposal for the eastern end of the Downtown Square and Civic Theater building.
3. A streetscape engineering analysis has been initiated to review opportunities to improve accessibility, identity, and safety along properties adjacent to the Downtown Square. This analysis will address fundamental quality of needs, along with the development of a framework for improvements that encourage vital spaces within Downtown.
4. Once Council has made a final decision on design, construction cost estimates will be completed as part of the 2019 Capital Improvement Projects program.

Attachments

Downtown Square Design Projects Attachments
Downtown Square Design Project RFQ Final Draft



GARLAND

CITY COUNCIL ITEM SUMMARY SHEET**City Council Work Session Agenda****Work Session Item 2.b.****Meeting Date:** 02/06/2017**Item Title:** Review and/or Adoption of Policies Regarding City Boards and Commissions

Summary of Request/Problem

At the request of Council Member David Gibbons and Council Member Rich Aubin, Council is requested to discuss the review and/or adopt a policy regarding actions, activities and expenditures by City Boards and Commissions including annual budget amounts and purchases related to meals, travel, clothing, business cards, promotional items, outside organization participation and other miscellaneous expenditures.

Recommendation/Action Requested and Justification

Council discussion.



GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

Work Session Item 2.c.

Meeting Date: 02/06/2017

Item Title: Recap of January 25 Legislative Trip to Austin

Submitted By: Brad Neighbor, City Attorney

Summary of Request/Problem

Council will be briefed on the January 25, 2017 trip to Austin.

Recommendation/Action Requested and Justification

Council discussion.



GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

Work Session Item 3.a.

Meeting Date: 02/06/2017

Item Title: Rules of Order and Council Policies

Submitted By: Brad Neighbor, City Attorney

Summary of Request/Problem

Consider for adoption Rules of Order and Council Policies to be operative for calendar year 2017.

Recommendation/Action Requested and Justification

A final form of the Council's rules of order and its policies has not yet been adopted for 2017. The attached draft will be revised as may be directed by the City Council and placed on a Regular agenda for final approval.

Attachments

council rules and policies 2017



GARLAND

CITY COUNCIL ITEM SUMMARY SHEET

City Council Work Session Agenda

Work Session Item 3.b.

Meeting Date: 02/06/2017

Item Title: Review and Deliberation of 2017 Capital Improvement Program

Submitted By: Ron Young, Budget Director

Summary of Request/Problem

The City Council will continue its review and discuss the 2017 Capital Improvement Program.

Recommendation/Action Requested and Justification

Information only.

Attachments

Written Response for February 6th Work Session



GARLAND

City Council Work Session Agenda

Meeting Date: 02/06/2017

Item Title:

Submitted By: Elisa Morales, Management Services Coordinator , Administration

Summary:

Council Member Anita Goebel

- Eric Stuyvesant - Citizens Environmental and Neighborhood Advisory Committee
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Attachments

Eric Stuyvesant - Citizens Environmental and Neighborhood Advisory Committee
