



## **AGENDA**

**CITY COUNCIL WORK SESSION  
City of Garland  
Duckworth Building, Goldie Locke Room  
217 North Fifth Street  
Garland, Texas  
May 2, 2016  
5:30 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]

## EXECUTIVE SESSION AGENDA

1. 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.
    - a) A commercial project proposed to be located in southwest Garland, near the general vicinity of S. Garland Rd. and LBJ Freeway
    - b) A commercial project proposed to be in north Garland, near the general vicinity of Lookout Drive and State Highway 190
    - c) A commercial project proposed to be located in north Garland, near the general vicinity of Lookout Drive and State Highway 190
  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.
    - a) A parcel of real property located downtown Garland, near the general vicinity of State Highway 66 and Fifth Street
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### 1. Written Briefings:

#### a. Neighborhood Vitality Matching Grant

*The Community Services Committee recommends approval for the applications as submitted by the following 7 neighborhood associations: Camelot Neighborhood Association, Charleston Commons HOA, Herons Bay HOA, Oakridge Neighborhood Association, Oaks at Stoney Creek HOA, Provence at Firewheel HOA, and Ridgewood Neighbors. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the May 17, 2016 Regular Meeting.*

#### b. Youth Programs Standards of Care Ordinance

*Council is requested to consider adopting an ordinance with public comments for Youth Programs Standards of Care to meet requirements of Texas Human Resources Code 42.041. Unless otherwise directed by*

*Council, this item will be scheduled for formal consideration at the May 3, 2016 Regular Meeting.*

**c. Rate Mitigation Quarterly Portfolio Report**

*The Rate Mitigation Portfolio Report is provided to Council each quarter. The Report presents investment information regarding the balances held in the Rate Mitigation Fund.*

**d. Portfolio Summary**

*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 Policy Finance-06, Statement of Investment Policy and City Council Policy Finance-05, Statement of Investment Strategy.*

Item	Key Person
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**2. Verbal Briefings:**

**a. DART Quarterly Report**

**Thomas**

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

**b. Community Services Committee Report**

**Goebel**

*Council Member Anita Goebel, chair of the Community Services Committee, will provide a committee report on the following items:*

- *Garage Sale Ordinance*
- *Maximum Number of Animals Ordinance*
- *Dangerous Dog Ordinance*
- *National Historic Registry for Downtown*

**c. Texas Department of Transportation's S.T.E.P – "Click It or Ticket" - Grant** **Bates**

*Council is requested to consider accepting a Texas Department of Transportation (TXDOT) - Selective Traffic Enforcement Program (STEP) – CIOT (Click It or Ticket) Grant. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the May 3, 2016 Regular Meeting.*

**3. Regular Item:**

**a. 2016/17 CDBG, HOME, and ESG Budgets** **Woodard**

*Council is requested to discuss the funding for the 2016/17 CDBG, HOME, and ESG Budgets.*

**4. Consider the Consent Agenda** **Council**

*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.*

**5. Announce Future Agenda Items** **Council**

*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.*

**6. Adjourn** **Council**



**Meeting: Work Session**

**Date: May 2, 2016**

# **Policy Report**

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## **NEIGHBORHOOD VITALITY MATCHING GRANT**

### **ISSUE**

Review Neighborhood Vitality Matching Grant applications.

### **OPTIONS**

1. Approve applications as submitted.
2. Approve applications with modifications
3. Deny approval of applications

### **RECOMMENDATION**

The Community Services Committee recommends approval for the applications as submitted by the following 7 neighborhoods associations: Camelot Neighborhood Association, Charleston Commons HOA, Herons Bay HOA, Oakridge Neighborhood Association, Oaks at Stoney Creek HOA, Provence at Firewheel HOA, and Ridgewood Neighbors. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the May 17, 2016 Regular Meeting.

### **COUNCIL GOAL**

Safe, Family-Friendly Neighborhoods

### **BACKGROUND**

Proposition 6 was approved by Garland voters in May 2004 and included \$5,000,000 for the Neighborhood Vitality Matching Grant Program. Council has previously indicated that funds would be made available annually for neighborhood improvement projects. The Community Services Committee reviewed the application on April 18, 2016. Preliminary bids obtained by the applicants total \$86,161.62. Of this amount, funding requests total \$73,021.68 with the difference of \$12,952.94 coming from matching funds provided by the applicants.

Costs may vary after awards are made and final bids are received.

### **CONSIDERATION**

1. According to the program guidelines, approximately \$500,000 will be available annually for the grant program. These funds will be appropriated as part of the

NEIGHBORHOOD VITALITY MATCHING GRANT

Page 2

annual Capital Improvement Program for approved Neighborhood Vitality projects.

2. Staff has reviewed the applications to ensure compliance with the program guidelines. Issues identified during the review process are indicated on the project summary sheets.

**ATTACHMENT(S)**

Project Summaries

Submitted By:

Laura Castillo  
Neighborhood Vitality Specialist

Date: April 25, 2016

Approved By:

Bryan L. Bradford  
City Manager

Date: April 25, 2016

## NEIGHBORHOOD STORY AWARD

### PROJECT SUMMARY

**Neighborhood Association:** Camelot Neighborhood Association

**Project Name:** Camelot King Arthur Landscaping Plan

**Project Location:** 3400 block King Arthur Dr. at N. Jupiter Rd.

**Total Project Cost:** \$3,405

**Requesting Amount:** \$3,218

**Neighborhood Match:** Special (see below)

#### **Project:**

Add new landscaping on the west end of the King Arthur median.

- Plant three dwarf pampas grass
- Add one large landscaping stone to the base of the Camelot sign to protect it from inbound cars. Stone is roughly 2' to 3' ft. tall.

At the east end of the same median, they will remove old overgrown shrubs and add drought-resistant landscaping.

- Plant 4 dwarf Hameln Fountain Grass
- Plant 6 Arkansas Yucca
- Plant 5 Seep Muhly Grass
- Mulch – decomposed granite or expanded shale

#### **Additional Information:**

Camelot Neighborhood Association won the Neighborhood Story Contest, awarded at the 2011 Neighborhood Summit for a grand prize of \$10,000 to contribute toward a neighborhood project. \$6,782 has been expended, including a new entryway feature installed in 2012. The Association is proposing to use the remaining amount to contribute to this project.

#### **Staff Recommendation:**

Upgrades to existing landscaping are not typically eligible through the Neighborhood Vitality Matching Grant program. However, no such restrictions were attached to the Neighborhood Story award. Replacing the shrubs with drought tolerant landscaping will provide both a physical and environmental enhancement to the neighborhood.



## NEIGHBORHOOD VITALITY MATCHING GRANT

### PROJECT SUMMARIES

**Neighborhood Association:** Charleston Commons

**Project Name:** Charleston Commons Entryway Improvement

**Project Location:** Apollo & Brand

**Total Project Cost:** \$25,300

**Requesting Amount:** \$20,240

**Neighborhood Match:** \$5,060

**Project:**

Charleston Commons currently has two different entryways with monuments signs which do not match. They are proposing to replace the monument sign at Goose Creek Pkwy with a sign that is similar in style to the existing sign at Brand Road and Three Oaks Drive.

**Staff Comments:**

Staff recommends this project as ineligible. Charleston Commons currently has entryway/monument signs, and the proposed project is to upgrade one of the existing, functioning signs to match the other in visual style.

## NEIGHBORHOOD VITALITY MATCHING GRANT

### PROJECT SUMMARIES

**Neighborhood Association:** Heron's Bay HOA

**Project Name:** Community Entrance Improvement

**Project Location:** Rosehill Rd. (Between Sanderling & Blue Heron

**Total Project Cost:** \$17,950

**Requesting Amount:** \$15,258

**Neighborhood Match:** \$2,692

**Project:**

- Add Boulders to entrance features on both sides of Blue Heron Dr. at Rosehill.
- Install bushes along Rosehill Rd.
- Install 4 trees along right of way on Rosehill Rd.
- Install drip irrigation along Rosehill Rd. and on both sides of Sanderling Dr. Entrance.
- Install bushes along entrance on both sides of Sanderling Dr.
- Install flowerbeds at Sanderling Dr. entrance.
- Install 2 trees on Rosehill east of Sanderling Dr.

**Staff Recommendations:**

Staff recommends the drip irrigation installation to be ineligible because there is currently an irrigation system that sufficiently waters that area. All other items are recommended as eligible.

## NEIGHBORHOOD VITALITY MATCHING GRANT

### PROJECT SUMMARIES

**Neighborhood Association:** Oakridge Neighborhood Association

**Project Name:** Oakridge Street Sign Toppers

**Project Location:** All 74 Street Signs within the confines of Oakridge Neighborhood (Bound by Beltline, Shiloh, Buckingham, & Jupiter)

**Total Project Cost:** \$9,600

**Requesting Amount:** \$8,640

**Neighborhood Match:** \$960

**Project:**

Install sign toppers on 74 street signs on interior streets within the neighborhoods.

**Staff Recommendation:**

Staff recommends this project as eligible.

## NEIGHBORHOOD VITALITY MATCHING GRANT

### PROJECT SUMMARIES

**Neighborhood Association:** Oaks at Stoney Creek

**Project Name:** Holford Revitalization

**Project Location:** Holford Rd (between City Limit and Campbell)

**Total Project Cost:** \$3,391

**Requesting Amount:** \$3,052

**Neighborhood Match:** \$339

#### **Project:**

The Oaks at Stoney Creek propose to make landscaping enhancements to the area along Holford Rd as listed below:

- On Holford Rd., north of Creekwood Dr. install liriope around existing sweetgum trees to cover tree roots, and install gravel beds between existing trees.
- On Holford Rd, south of Creekwood to the small creek planting color guard yucca, liriope, coreopsis and blackfoot daisy.
- On Holford Rd. from the small creek to Campbell plant liriope, coreopsis and blackfoot daisy.

#### **Staff Recommendation:**

Staff recommends this project as eligible.

## NEIGHBORHOOD VITALITY MATCHING GRANT

### PROJECT SUMMARIES

**Neighborhood Association:** Provence at Firewheel

**Project Name:** Entryway enhancements and additional safety lighting

**Project Location:** Provence Blvd & Pond Area near 1201 Howard Ln.

**Total Project Cost:** \$24,999.62

**Requesting Amount:** \$21,249.68

**Neighborhood Match:** \$3,749.94

**Project:**

- Improve and complete plantings in front of entryway wall, finish bush row installing knockout roses, Mexican petunia, holly, spirea and juniper.
- Add low voltage lighting to perimeter entry area located on Provence Blvd, and also in the flowerbeds that surround the walking path of the pond near Howard Ln.

**Staff Recommendations:**

Staff recommends the low voltage lighting to the perimeter of the entry area and around the walking path as eligible.

Staff also recommends the landscaping to the front entryway wall as ineligible because they currently have landscaping they will be removing to complete this project.

# NEIGHBORHOOD VITALITY MATCHING GRANT

## PROJECT SUMMARIES

**Neighborhood Association:** Ridgewood Neighbors

**Project Name:** Sign Toppers

**Project Location:** Interior streets bound by Kingsley, First, Woodbury and Ridgedale.

**Total Project Cost:** \$1,516

**Requesting Amount:** \$1,364

**Neighborhood Match:** \$152

**Project:**

- Install 13 sign toppers within the Ridgewood Subdivision.

**Staff Recommendations:**

Staff recommends this project as eligible.



# Policy Report

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## YOUTH PROGRAMS STANDARDS OF CARE ORDINANCE

### ISSUE

Council is requested to consider adopting an ordinance with public comments for Youth Programs Standards of Care to meet requirements of Texas Human Resources Code 42.041.

### OPTIONS

1. Adopt an ordinance with public comments for Youth Programs Standards of Care
2. Do not adopt an ordinance with public comments for Youth Programs Standards of Care

### RECOMMENDATION

Option 1: Adopt an ordinance with public comments for Youth Programs Standards of Care. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the May 3, 2016 Regular Meeting.

### COUNCIL GOAL

Fully Informed and Engaged Citizenry  
Consistent Delivery of Reliable City Services  
Safe, Family-Friendly Neighborhoods  
Embrace Diversity

### BACKGROUND

Texas Human Resource Code, Section 42.041(b)(14) establishes requirements to exempt recreational programs for children operated by municipalities from state child care licensing. In order to receive exempt status for elementary age (ages 5-13) and teen recreation programs, a municipality must adopt a youth programs standards of care ordinance after a public hearing, then submit a copy of the standards, a notice of the public hearing for the program and a copy of the program and a copy of the ordinance adopting the standards to the state.

Parks, Recreation and Cultural Arts Department staff has formulated standards of care for youth programs that includes staffing ratios, minimum staff, qualifications, minimum facilities, health and safety standards, and a mechanism for monitoring and enforcing the local standards; and further provides for notifying parents that the program is not licensed by the state and that the program may not be advertised as a day care facility. These

## YOUTH PROGRAMS STANDARDS OF CARE ORDINANCE

Page 2

Standards have been reviewed and approved by the City Attorney's Office and the Parks and Recreation Board has been briefed on the issue.

### **CONSIDERATION**

If adopted, the ordinance for Youth Programs Standards of Care will comply with the state code for children's recreational programs.

### **ATTACHMENT(S)**

Submitted By:

Warren Bird  
Parks, Recreation and Cultural Arts

Date: May 2, 2016

Approved By:

Bryan L. Bradford  
City Manager

Date: May 2, 2016





**GARLAND**

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**PARKS, RECREATION  
& CULTURAL ARTS**

# **YOUTH PROGRAMS STANDARDS OF CARE**

**Approved (date)**

***City of Garland recreation programs are not licensed  
child care programs.***

## **I. General Administration**

### **A. Organization**

1. The governing body of the City of Garland Parks, Recreation and Cultural Arts Department (PRCAD) is the Garland City Council.
2. The City of Garland is responsible for the operation of youth recreation programs in compliance with the Standards of Care implemented by PRCAD and approved by City Council ordinance.
3. Implementation of the Standards of Care is the responsibility of PRCAD.
4. A copy of the Standards of Care will be made available at each program site for public and staff review.

## **II. Staffing - Qualifications, Responsibilities and Training**

- A. All staff working in Department programs must meet and adhere to the required position qualifications. Position descriptions and qualifications will be available through the Department of Human Resources.
- B. A criminal background check will be conducted on all prospective City of Garland employees. Applicants may be disqualified if they have a criminal conviction.
- C. In accordance with the position qualifications, staff will:
  1. Participate in orientation and training programs designed to educate staff in working with participants and inform them of specific job responsibilities. Each staff person will be provided with a policy and procedures manual specific to the program in which they were employed.
  2. Be familiar with the policies, procedures, discipline, guidance, and release of program participants as illustrated in the program manual.
  3. Be trained in appropriate procedures to handle emergencies.
  4. Be trained in areas including City, Departmental, and program policies and procedures, provision of recreation activities, safety issues, and organization.
  5. Be required to sign an acknowledgment that they received the required training.
- D. Additional staff responsibilities:
  1. Staff must relate to the participants with courtesy, respect, tolerance, and patience.
  2. Staff will be responsible to provide participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.

## **III. Inspection / Monitoring / Enforcement**

- A. Policies and procedures established by the City of Garland will be monitored and enforced by City Departments responsible for their respective areas as identified. Health and safety standards will be monitored and enforced by the Garland Fire Department, Garland Police Department, Department of Health, and the Department of Code Enforcement. Staff and program issues will be monitored and enforced by PRCAD.

- B. Emergency evacuation and relocation plans will be posted.
- C. Buildings, grounds, and equipment on the site will be inspected, cleaned, repaired, and maintained to protect the health of the participants.
- D. Program equipment and supplies must be safe for the participants' use.
- E. Staff must have first aid supplies readily available at each site, during transportation to an off-site activity, and for the duration of any off-site activity.
- F. Staff must have an immediately accessible guide to first aid and emergency care.
- G. Complaints regarding enforcement of the Standards of Care will be directed to the program supervisor. The program supervisor will be responsible for taking the necessary steps to resolve the problem. The program supervisor will record complaints regarding enforcement of the Standards of Care and their resolution.

#### **IV. Operations**

- A. Before a participant can be enrolled, a parent/guardian must sign registration forms that contain:
  - 1. Participant's name, address, and home telephone number
  - 2. Name and address of parent/guardian and telephone number during program hours
  - 3. The names and telephone numbers of people to whom the child can be released
  - 4. A list of special accommodations needed
  - 5. Emergency medical authorization
  - 6. A liability waiver
- B. Suspected Abuse
  - 1. Program employees will report suspected abuse or neglect in accordance with Texas Family Code.
  - 2. In the case where a City employee is involved in an incident with a child that could be construed as child abuse, the incident must be reported immediately to the program supervisor. The program supervisor will immediately notify the Police Department and any other agency as may be appropriate.
  - 3. Texas state law requires the staff of youth programs to report any suspected abuse or neglect of a child to the Texas Department of Protective and Regulatory Services or a law enforcement agency. Confidential reports may be made by calling 1-800-252-5400.
- C. The standard ratio of participants to staff will be 15 to 1 (15:1). In the event a staff person is unable to report to a program site, a replacement will be assigned.
- D. Discipline and Guidance
  - 1. Discipline and guidance of participants must be consistent and based on an understanding of individual needs and development.
  - 2. There shall be no harsh, cruel, or unusual treatment.
  - 3. Staff may use brief, supervised separation from the group if necessary.
  - 4. As necessary, staff will initiate discipline reports to the parent(s) of participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.

5. A sufficient number and/or severe nature of discipline reports may result in a participant being suspended from the program.
6. In instances where there is danger to participants or staff, offending participants will be removed from the program site as soon as possible.

E. Programming

1. Activities appropriate to each participant's developmental needs will be provided.
2. Activities will be appropriate to the participant's health, safety and well-being.
3. Staff will be attentive and considerate of the participant's safety on field trips and during any transportation provided by the program.
  - a) During trips, staff must have immediate access to emergency medical forms and emergency contact information for each participant.
  - b) Staff must have a written list of the participants in the group and check the roll frequently.
  - c) Staff must have first aid supplies and a guide to first aid and emergency care available on field trips.
  - d) Staff will be equipped with communication devices (i.e. two-way radios and cellular phones).

F. Illness or Injury

1. The City of Garland shall not be responsible for pre-existing medical conditions of participants who register in a municipal recreation program.
2. Parents shall be notified in cases of illness and injury.
3. An ill participant will not be allowed to participate if one of the following exists:
  - a) The illness prevents the participant from participating comfortably in program activities.
  - b) The illness results in a greater need for care than the staff can provide without compromising the health, safety, and supervision of the other participants.
4. A participant who is considered to be a health and safety concern to other participants or employees will not be admitted to the program.
5. Illnesses and injuries will be handled in a manner to protect the health of all participants and employees.
6. Staff will follow the recommendation of the Texas Department of Health concerning the admission or re-admission of any participant after a communicable disease.
7. In the event an injury cannot be administered through basic first aid staff shall notify the Fire Department Paramedics (call 911).

G. Dispensing of medication - Staff will administer medication only if:

1. Parent/Guardian completes and signs a medication form that provides authorization for staff to dispense medication with details as to time and dosages. The form will include a hold harmless clause to protect the City.
2. Prescription medications are in original containers labeled with the participants name, a date, directions, and the physician's name. Staff will administer the medication only as stated on the label. Staff will not administer medication after the expiration date.
3. The medication sent to the program MUST be the daily dosage. Staff are not permitted to accept larger doses.
4. Non-prescription medications are labeled with the participants name and the date the medication was brought to the site/facility. Non-prescription medication must be in the original container. Program employees will administer it only according to label direction.
5. Program employees must ensure medications are inaccessible to participants or, if it is necessary to keep medications in the refrigerator (when available), medications will be kept separate from food.

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF GARLAND, TEXAS, ADOPTING STANDARDS OF CARE FOR YOUTH PROGRAMS OFFERED BY THE CITY OF GARLAND PARKS, RECREATION, CULTURAL ARTS DEPARTMENT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Texas Human Resource Code, Section 42.041(b)(14) establishes requirements to exempt recreational programs operated by municipalities for children from State child care licensing;

**WHEREAS**, in order to receive exempt status for an elementary age (ages 5-13) and teen recreation programs, a municipality must adopt standards of care ordinance after a public hearing for the program, then submit a copy of the standards, a notice of the public hearing for the program and a copy of the program and a copy of the ordinance adopting the standards to the state;

**WHEREAS**, the City of Garland, Texas, has formulated standards of care that at a minimum includes staffing ratios, minimum staff, qualifications, minimum facilities, health and safety standards, and a mechanism for monitoring and enforcing the local standards; and further provides for notifying parents that the program is not licensed by the state and that the program may not be advertised as a day care facility; and

**WHEREAS**, the City Council after conducting a public hearing and affording a full and fair hearing to all citizens, and in the exercise of legislative discretion, has concluded that the attached standards of care should be approved.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF GARLAND, TEXAS;**

**Section 1.**

The City Of Garland, Texas, hereby adopts the standards of care for an elementary age recreation program, which is attached as Exhibit "A" and incorporated herein by reference, pursuant to section 42.041 (b)(14), Texas Human Resources Code.

**Section 2.**

That should any word, sentence, clause, paragraph or provision of this ordinance be held to be invalid or unconstitutional, the remaining provisions of this ordinance shall remain in full force and effect.

**Section 3.**

This Ordinance shall become effective immediately upon its passage and approval.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF GARLAND, TEXAS**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Secretary



# City Council Item Summary Sheet

☒ **Work Session**

**Date:** May 2, 2016

☐ **Agenda Item**

## Rate Mitigation Quarterly Portfolio Report

### Summary of Request/Problem

The Rate Mitigation Portfolio Report is provided to Council each quarter. The Report presents investment information regarding the balances held in the Rate Mitigation Fund.

### Recommendation/Action Requested and Justification

The March 31, 2016 Rate Mitigation Quarterly Portfolio Report is presented to inform the Council. Staff will be available to discuss the report with Council.

**Submitted By:**

**David Schuler**  
**Chief Financial Officer**

**Approved By:**

**Bryan L. Bradford**  
**City Manager**



Rate Mitigation Fund  
Quarterly Portfolio Report  
March 31, 2016

Portfolio Book Value - October 1, 2015		\$177,203,499
Interest income:		
October 1 - December 31	\$214,338	
January 1 - March 31	223,925	
April 1- June 30	-	
July 1- September 30	-	
Total interest income recognized - fiscal year-to-date	438,263	
Adjustment for beginning and ending accruals	(13,031)	
Total interest income received - fiscal year-to-date		425,232
Portfolio Book Value - March 31, 2016		<u>\$177,628,731</u>

Portfolio Book Value is the value of the entire portfolio that is recorded in the financial records. The interest income received in each quarter increases the portfolio book value. The adjustment for the beginning and ending accruals is an accounting entry.

Portfolio Book Value - March 31, 2016	\$177,628,731
Future interest income to be earned	-4,346
Portfolio Par Value - March 31, 2016	<u>\$177,624,385</u>

Portfolio Par Value is the face value, at maturity, of the various securities held in the portfolio. The variance between Book Value and Par Value is one component of future income that will be earned as each security matures. Unlike Book Value, Par Value is not recorded in the financial records. It is reported for informational purposes only.

Portfolio Book Value - March 31, 2016	\$177,628,731
Unrealized gain (loss)	22,116
Portfolio Market Value - March 31, 2016	<u>\$177,650,847</u>

Portfolio Market Value is the current Fair Market Value of the various securities in the portfolio. Generally, Fair Market Value of a fixed income security will decline as interest rates rise. Conversely, as interest rates fall, the Fair Market Value of a fixed income security will increase. Governmental financial reporting standards require that Fair Market Value and the changes in Fair Market Values be reported in year-end financial statements.

It should be noted that declines of Fair Market Value below Book Value are reported as Unrealized Losses for informational purposes. The City does not realize investment losses because securities are held to maturity.



# City Council Item Summary Sheet

☒ **Work Session**

**Date:** May 2, 2016

☐ **Agenda Item**

## Portfolio Summary

### 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 Policy Finance-06, Statement of Investment Policy and City Council Policy Finance-05, Statement of Investment Strategy.

### Recommendation/Action Requested and Justification

The March 31, 2016 Portfolio Summary is presented to inform the Council. Staff will be available to discuss the report with Council.

**Submitted By:**

**David Schuler**  
**Chief Financial Officer**

**Approved By:**

**Bryan L. Bradford**  
**City Manager**



# GARLAND

April 26, 2016

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 this 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 Policy Finance-06, Statement of Investment Policy and City Council Policy Finance-05, Statement of Investment Strategy.

A blue ink signature of Steve Anderson, written in a cursive style, positioned above a horizontal line.

Steve Anderson  
Investment & Debt Director

A blue ink signature of David Schuler, written in a cursive style, positioned above a horizontal line.

David Schuler  
Managing Director Financial Services

A black ink signature of Kathryn Ritchie, written in a cursive style, positioned above a horizontal line.

Kathryn Ritchie  
Accounting Administrator



# GARLAND

## City of Garland Investment Portfolios Texas Compliance Summary Sorted by Investment Type October 1, 2015 - March 31, 2016

City of Garland

Investment Type			Par Value	Market Value	Book Value	Accrued Interest
Federal Agency Coupon Securities	Value beginning	10/01/2015	263,690,320.36	263,881,807.23	263,744,507.14	358,981.69
	Net Change		45,500,000.00	45,434,203.41	45,482,817.46	65,239.04
	Value ending	03/31/2016	309,190,320.36	309,316,010.64	309,227,324.60	424,220.73
Federal Agency Disc. -Amortizing	Value beginning	10/01/2015	26,200,000.00	26,184,670.80	26,169,659.09	0.00
	Net Change		-6,885,000.00	-6,889,148.12	-6,876,773.46	0.00
	Value ending	03/31/2016	19,315,000.00	19,295,522.68	19,292,885.63	0.00
Municipal Bonds	Value beginning	10/01/2015	1,500,000.00	1,505,805.00	1,502,501.66	2,005.00
	Net Change		0.00	-4,545.00	-1,501.00	0.00
	Value ending	03/31/2016	1,500,000.00	1,501,260.00	1,501,000.66	2,005.00
Investment Pool Accounts	Value beginning	10/01/2015	52,448,477.84	52,448,477.84	52,448,477.84	0.00
	Net Change		-13,209,211.84	-13,209,211.84	-13,209,211.84	0.00
	Value ending	03/31/2016	39,239,266.00	39,239,266.00	39,239,266.00	0.00
CD's Rolling	Value beginning	10/01/2015	59,156,998.81	59,156,998.81	59,156,998.81	3,008.80
	Net Change		-19,930,611.42	-19,930,611.42	-19,930,611.42	463.70
	Value ending	03/31/2016	39,226,387.39	39,226,387.39	39,226,387.39	3,472.50
Total	Value beginning	10/01/2015	402,995,797.01	403,177,759.68	403,022,144.54	363,995.49
	Net Change		5,475,176.74	5,400,687.03	5,464,719.74	65,702.74
	Value ending	03/31/2016	408,470,973.75	408,578,446.71	408,486,864.28	429,698.23

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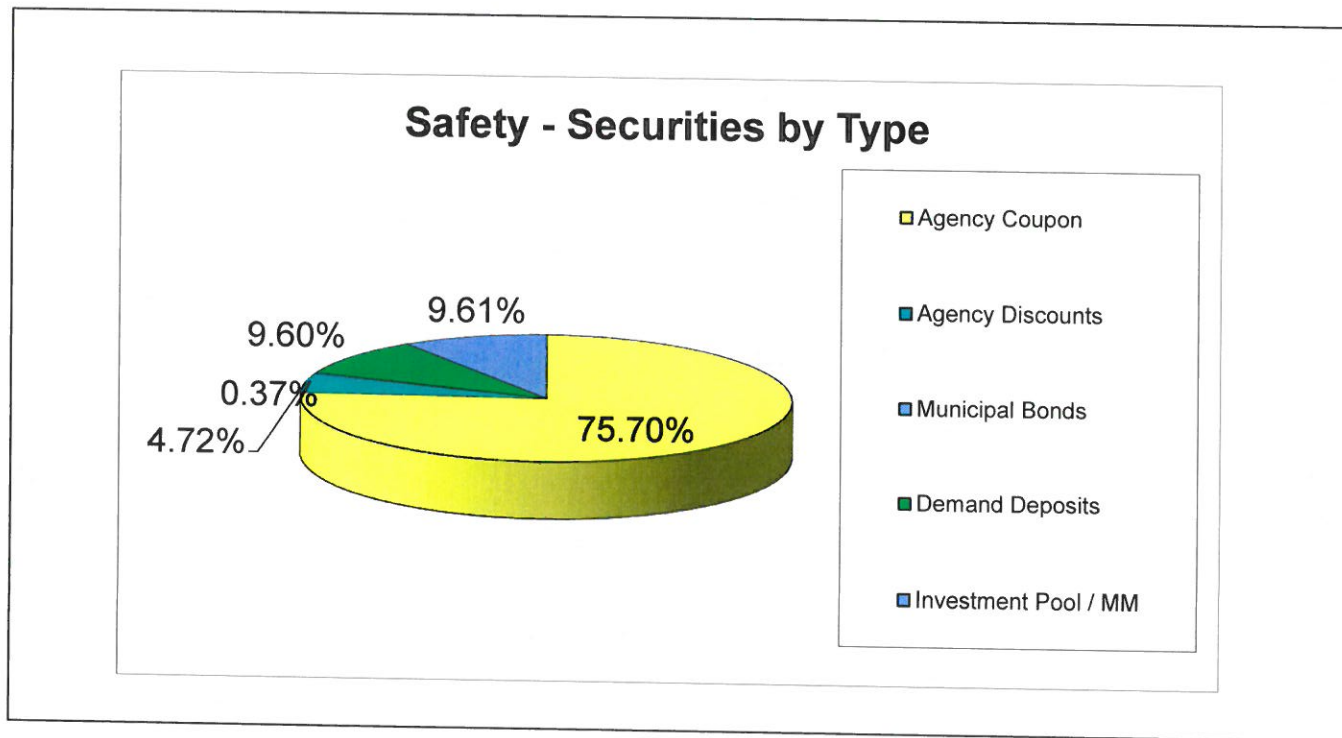
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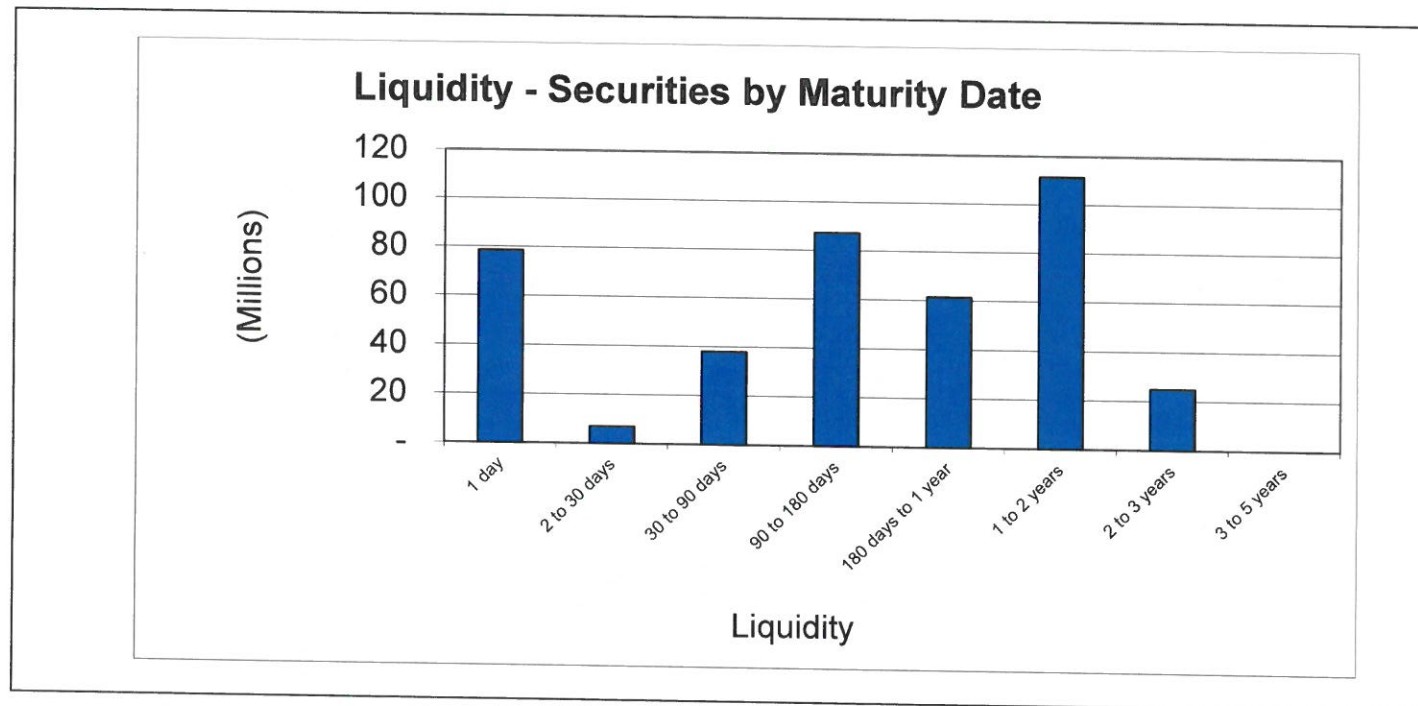
**Safety - Securities by Type**  
**City of Garland, Texas**  
**March 31, 2016**

<u>Security Type</u>	<u>Treasury</u>	<u>GO I &amp; S</u>	<u>Rate Mitigation</u>	<u>CMH Landfill</u>	<u>Total Book Value</u>	<u>Percent</u>
Agency Coupon	139,530,104	-	163,897,220	5,800,000	309,227,324	75.70%
Agency Discounts	-	6,986,177	9,996,444	2,310,265	19,292,886	4.72%
Municipal Bonds	-	-	1,501,001	-	1,501,001	0.37%
Demand Deposits	34,183,305	5,043,082	-	-	39,226,387	9.60%
Investment Pool / MM	35,310,101	1,041,094	2,234,066	654,005	39,239,266	9.61%
Total	<u>209,023,510</u>	<u>13,070,353</u>	<u>177,628,731</u>	<u>8,764,270</u>	<u>408,486,864</u>	<u>100.00%</u>



**Liquidity - Securities by Maturity Date**  
**City of Garland, Texas**  
**March 31, 2016**

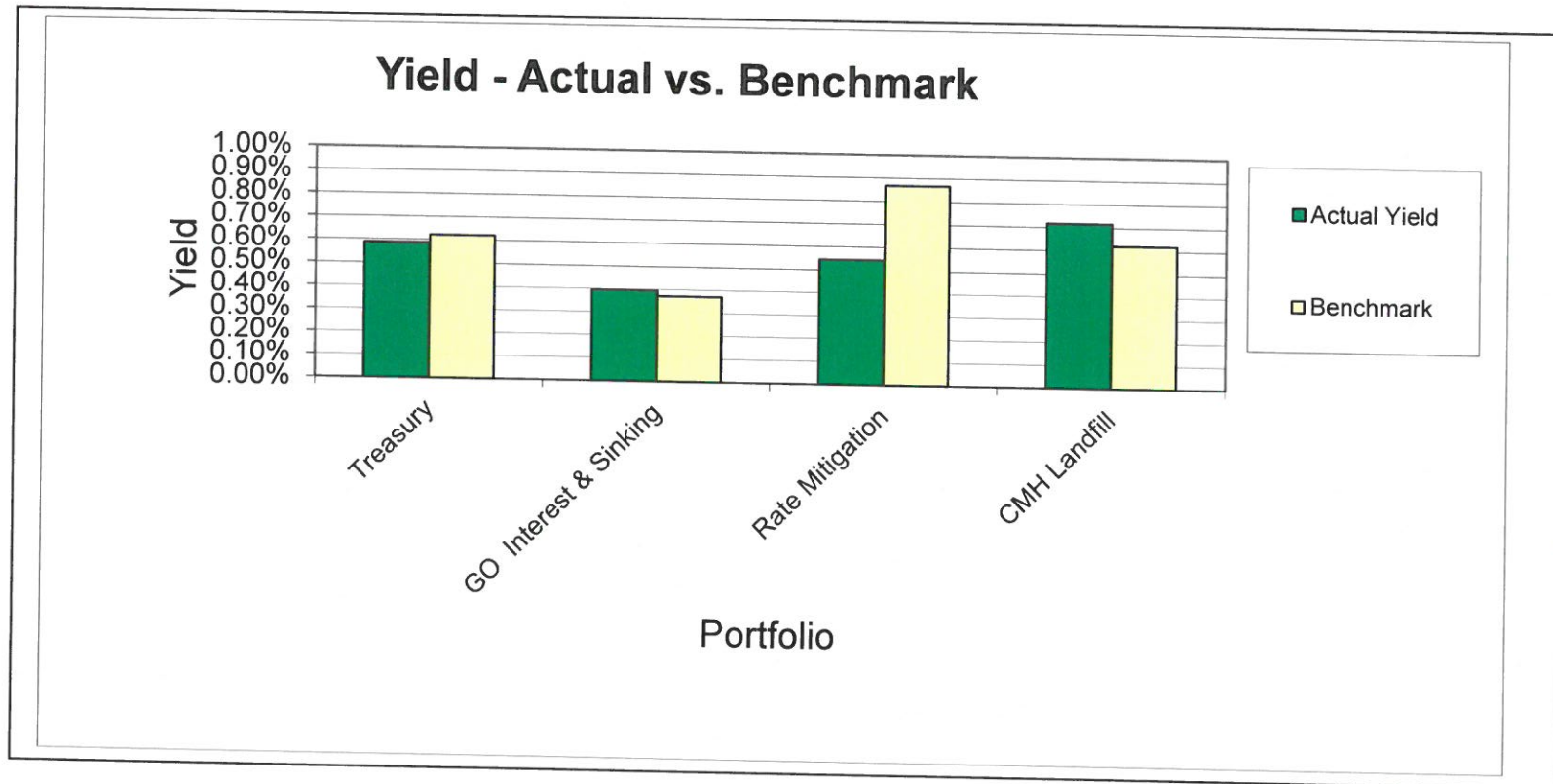
	<u>Treasury</u>	<u>GO I &amp; S</u>	<u>Rate Mitigation</u>	<u>CMH Landfill</u>	<u>Total Par Value</u>	<u>Percent</u>
1 day - Pools & CD's	69,493,406	6,084,176	2,234,066	654,005	78,465,653	19.21%
2 to 30 days	5,000,000	-	2,000,000	-	7,000,000	1.71%
30 to 90 days	8,000,000	-	30,000,000	-	38,000,000	9.30%
90 to 180 days	20,500,000	7,000,000	57,500,000	2,315,000	87,315,000	21.38%
180 days to 1 year	26,000,000	-	35,390,320	-	61,390,320	15.03%
1 to 2 years	57,000,000	-	48,500,000	5,800,000	111,300,000	27.25%
2 to 3 years	23,000,000	-	2,000,000	-	25,000,000	6.12%
3 to 5 years	-	-	-	-	-	0.00%
	<u>208,993,406</u>	<u>13,084,176</u>	<u>177,624,386</u>	<u>8,769,005</u>	<u>408,470,973</u>	<u>100.00%</u>
Weighted Average Maturity Days	311	81	259	447		





**Yield - Interest Income**  
**City of Garland, Texas**  
**March 31, 2016**

<u>Portfolio</u>	<u>Interest Income Fiscal YTD</u>	<u>Current Yield</u>	<u>Benchmark Yield</u>	<u>Unrealized Gain (Loss)</u>
Treasury	\$557,613	0.587%	0.621%	\$59,542
GO Interest & Sinking	\$22,767	0.396%	0.371%	\$1,758
Rate Mitigation	\$438,263	0.544%	0.867%	\$22,116
CMH Landfill	\$24,319	0.718%	0.621%	\$8,166
Total Portfolios	<u>\$1,042,962</u>			<u>\$91,582</u>





# GARLAND

## City of Garland Investment Portfolios Texas Compliance Details Sorted by Investment Type March 31, 2016

City of Garland

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
<b>Federal Agency Coupon Securities</b>												
3130A6JW8	2227	214	Federal Home Loan Bank	< 1 Y	5,000,000.00	06/15/2016		0.300	99.998	03/31/2016	4,999,925.00	5,000,184.61
3130A7NE1	2290	100	Federal Home Loan Bank	< 1 Y	10,000,000.00	07/29/2016		0.400	100.008	03/31/2016	10,000,870.00	10,000,000.00
3130A7JE6	2279	214	Federal Home Loan Bank	< 1 Y	10,000,000.00	09/14/2016		0.520	100.059	03/31/2016	10,005,990.00	9,999,909.44
3130A7K53	2284	214	Federal Home Loan Bank	< 1 Y	10,000,000.00	09/16/2016		0.530	100.071	03/31/2016	10,007,100.00	10,000,000.00
3133EFN78	2283	214	Federal Farm Credit Bank	< 1 Y	5,000,000.00	09/21/2017		0.900	100.224	03/31/2016	5,011,215.00	5,000,000.00
3130A3C93	2105	100	Federal Home Loan Bank	> 1 Y	2,000,000.00	04/20/2016		0.430	100.008	03/31/2016	2,000,166.00	2,000,000.00
3133EDZ88	2108	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	04/27/2016		0.250	99.991	03/31/2016	2,999,748.00	2,999,871.88
3133EDZ88	2109	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	04/27/2016		0.250	99.991	03/31/2016	1,999,832.00	1,999,914.59
3130A3E67	2106	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	05/11/2016		0.320	99.996	03/31/2016	2,999,883.00	2,999,997.85
3130A3E67	2107	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	05/11/2016		0.320	99.996	03/31/2016	1,999,922.00	1,999,998.57
3133EDM66	2066	214	Federal Farm Credit Bank	> 1 Y	4,000,000.00	05/27/2016		0.390	99.974	03/31/2016	3,998,968.00	3,999,906.67
3133EDM66	2067	214	Federal Farm Credit Bank	> 1 Y	4,000,000.00	05/27/2016		0.390	99.974	03/31/2016	3,998,968.00	3,999,906.67
3130A5GD5	2176	100	Federal Home Loan Bank	> 1 Y	2,000,000.00	06/30/2016		0.320	100.003	03/31/2016	2,000,078.00	2,000,000.00
3130A5GD5	2177	214	Federal Home Loan Bank	> 1 Y	3,000,000.00	06/30/2016		0.320	100.003	03/31/2016	3,000,117.00	3,000,000.00
3130A5K57	2184	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	06/30/2016		0.330	100.003	03/31/2016	3,000,096.00	3,000,000.00
3130A5K57	2185	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	06/30/2016		0.330	100.003	03/31/2016	2,000,064.00	2,000,000.00
3132X0AZ4	2189	100	Farmer Mac	> 1 Y	2,500,000.00	07/01/2016		0.400	100.038	03/31/2016	2,500,970.00	2,500,000.00
3132X0AZ4	2190	214	Farmer Mac	> 1 Y	2,000,000.00	07/01/2016		0.400	100.038	03/31/2016	2,000,776.00	2,000,000.00
3130A7NE1	2291	214	Federal Home Loan Bank	> 1 Y	7,000,000.00	07/29/2016		0.400	100.008	03/31/2016	7,000,609.00	7,000,000.00
3130A65P8	2209	214	Federal Home Loan Bank	> 1 Y	4,000,000.00	08/03/2016		0.375	100.021	03/31/2016	4,000,868.00	3,999,646.25
3130A45N8	2148	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	08/09/2016		0.450	100.034	03/31/2016	2,000,680.00	2,000,000.00
3133EE4G2	2193	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	08/11/2016		0.400	100.018	03/31/2016	3,000,567.00	3,000,000.00
3133EE4G2	2194	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	08/11/2016		0.400	100.018	03/31/2016	2,000,378.00	2,000,000.00
3130A5ZA0	2195	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	08/16/2016		0.390	100.014	03/31/2016	3,000,420.00	3,000,000.00
3130A5ZA0	2196	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	08/16/2016		0.390	100.014	03/31/2016	2,000,280.00	2,000,000.00
3133EDMBS	2065	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	08/23/2016		0.500	100.052	03/31/2016	2,001,048.00	2,000,000.00
3135G0YE7	2054	214	Fed National Mort Assoc	> 1 Y	5,000,000.00	08/26/2016		0.625	100.065	03/31/2016	5,003,260.00	5,002,498.49
3133EFBT3	2213	214	Federal Farm Credit Bank	> 1 Y	3,000,000.00	09/01/2016		0.420	99.954	03/31/2016	2,998,644.00	3,000,000.00
3130A2DK9	2079	100	Federal Home Loan Bank	> 1 Y	2,000,000.00	09/12/2016		0.590	100.118	03/31/2016	2,002,372.00	1,999,944.41
3130A2DK9	2080	214	Federal Home Loan Bank	> 1 Y	4,000,000.00	09/12/2016		0.590	100.118	03/31/2016	4,004,744.00	3,999,888.83
3134G4XW3	2032	214	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	09/26/2016		0.600	100.084	03/31/2016	3,002,532.00	3,000,000.00
3130A6JU2	2225	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	09/30/2016		0.375	99.976	03/31/2016	1,999,536.00	2,000,000.00

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## City of Garland Investment Portfolios

## Texas Compliance Details

March 31, 2016

Page 2

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
<b>Federal Agency Coupon Securities</b>												
3133EEYT1	2168	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	10/20/2016		0.510	100.004	03/31/2016	2,000,092.00	2,000,000.00
3130A6PZ4	2247	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	10/28/2016		0.400	99.936	03/31/2016	2,998,098.00	3,000,000.00
3130A6PZ4	2248	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	10/28/2016		0.400	99.936	03/31/2016	1,998,732.00	2,000,000.00
3133ECNT7	1969	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	11/07/2016		0.540	99.878	03/31/2016	1,997,566.00	2,000,000.00
3135G0WY5	1970	214	Fed National Mort Assoc	> 1 Y	2,000,000.00	11/14/2016		0.550	99.941	03/31/2016	1,998,828.00	1,999,964.60
3134G5RS6	2120	100	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	11/28/2016		0.600	99.985	03/31/2016	2,999,550.00	3,000,000.00
3134G5RS6	2121	214	Federal Home Loan Mort. Corp.	> 1 Y	2,000,000.00	11/28/2016		0.600	99.985	03/31/2016	1,999,700.00	2,000,000.00
313381BG9	1928	214	Federal Home Loan Bank	> 1 Y	1,390,320.36	11/28/2016		0.625	100.001	03/31/2016	1,390,337.04	1,390,199.03
3133EFLN5	2237	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	11/28/2016		0.450	99.892	03/31/2016	2,996,763.00	3,000,000.00
3133EFLN5	2238	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	11/28/2016		0.450	99.892	03/31/2016	1,997,842.00	2,000,000.00
3134G3Z37	1902	214	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	12/05/2016		0.625	100.001	03/31/2016	3,000,054.00	2,999,491.67
3130A5EW5	2181	214	Federal Home Loan Bank	> 1 Y	3,000,000.00	12/15/2016		0.540	100.021	03/31/2016	3,000,657.00	3,000,000.00
3130A5UB3	2187	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	12/16/2016		0.550	99.908	03/31/2016	2,997,240.00	3,000,000.00
3130A5UB3	2188	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	12/16/2016		0.550	99.908	03/31/2016	1,998,160.00	2,000,000.00
3130A0C65	2047	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	12/28/2016		0.625	100.087	03/31/2016	3,002,616.00	2,998,261.59
3130A0C65	2048	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	12/28/2016		0.625	100.087	03/31/2016	2,001,744.00	1,998,841.06
3130A3N42	2124	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	12/30/2016	12/30/2016	0.650	100.064	03/31/2016	2,001,292.00	2,000,000.00
3133EE3Y4	2191	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	01/13/2017		0.500	100.134	03/31/2016	3,004,023.00	3,000,000.00
3133EE3Y4	2192	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	01/13/2017		0.500	100.134	03/31/2016	2,002,682.00	2,000,000.00
3130A75B7	2263	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	01/25/2017		0.650	100.004	03/31/2016	3,000,132.00	3,000,000.00
3130A75B7	2264	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	01/25/2017		0.650	100.004	03/31/2016	2,000,088.00	2,000,000.00
3130A4TD4	2164	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	02/01/2017		0.625	100.083	03/31/2016	2,001,674.00	2,000,000.00
3130A4AQ5	2152	100	Federal Home Loan Bank	> 1 Y	2,000,000.00	02/13/2017		0.750	100.113	03/31/2016	2,002,272.00	2,000,000.00
3133EFLM7	2235	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	03/27/2017		0.520	99.816	03/31/2016	2,994,501.00	3,000,000.00
3133EFLM7	2236	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	03/27/2017		0.520	99.816	03/31/2016	1,996,334.00	2,000,000.00
3133EEZR4	2169	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	04/21/2017		0.600	99.816	03/31/2016	2,994,480.00	3,000,000.00
3133EEZR4	2170	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	04/21/2017		0.600	99.816	03/31/2016	1,996,320.00	2,000,000.00
3133EFKR7	2250	214	Federal Farm Credit Bank	> 1 Y	4,000,000.00	04/21/2017		0.500	99.758	03/31/2016	3,990,328.00	3,999,030.39
3134G6UC5	2172	100	Federal Home Loan Mort. Corp.	> 1 Y	4,000,000.00	04/28/2017	04/28/2016	0.700	99.912	03/31/2016	3,996,512.00	4,000,000.00
3133EEN48	2174	100	Federal Farm Credit Bank	> 1 Y	2,000,000.00	05/22/2017		0.625	99.975	03/31/2016	1,999,506.00	2,000,000.00
3133EEN48	2175	214	Federal Farm Credit Bank	> 1 Y	3,000,000.00	05/22/2017		0.625	99.975	03/31/2016	2,999,259.00	3,000,000.00
3133EFBS5	2215	214	Federal Farm Credit Bank	> 1 Y	3,000,000.00	07/03/2017		0.680	99.969	03/31/2016	2,999,094.00	3,000,000.00
3133EE4K3	2199	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	07/21/2017		0.720	99.988	03/31/2016	2,999,661.00	3,000,000.00
3133EE4K3	2200	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	07/21/2017		0.720	99.988	03/31/2016	1,999,774.00	2,000,000.00
3130A5ZU6	2203	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	07/27/2017		0.800	100.085	03/31/2016	3,002,574.00	3,000,000.00
3130A5ZU6	2204	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	07/27/2017		0.800	100.085	03/31/2016	2,001,716.00	2,000,000.00

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City of Garland Investment Portfolios  
Texas Compliance Details  
March 31, 2016

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
<b>Federal Agency Coupon Securities</b>												
3130A5XK0	2201	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	07/28/2017	07/28/2016	0.800	99.844	03/31/2016	2,995,332.00	3,000,000.00
3130A5XK0	2202	214	Federal Home Loan Bank	> 1 Y	2,000,000.00	07/28/2017	07/28/2016	0.800	99.844	03/31/2016	1,996,888.00	2,000,000.00
3133EE5T3	2207	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	08/03/2017		0.750	100.054	03/31/2016	3,001,635.00	3,000,000.00
3133EE5T3	2208	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	08/03/2017		0.750	100.054	03/31/2016	2,001,090.00	2,000,000.00
3133EEG53	2173	214	Federal Farm Credit Bank	> 1 Y	3,000,000.00	08/04/2017		0.800	99.983	03/31/2016	2,999,514.00	2,999,908.98
3134G7MJ7	2197	100	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	08/25/2017		0.750	100.102	03/31/2016	3,003,069.00	3,000,000.00
3134G7MJ7	2198	214	Federal Home Loan Mort. Corp.	> 1 Y	2,000,000.00	08/25/2017		0.750	100.102	03/31/2016	2,002,046.00	2,000,000.00
3133EFEM5	2222	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	09/25/2017		0.900	100.318	03/31/2016	3,009,561.00	3,008,010.00
3133EFEM5	2223	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	09/25/2017		0.900	100.318	03/31/2016	2,006,374.00	2,005,340.00
3136G0J28	2163	100	Fed National Mort Assoc	> 1 Y	2,000,000.00	09/27/2017		1.250	100.613	03/31/2016	2,012,274.00	2,010,338.84
3133EFHY6	2243	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	10/13/2017		0.650	99.780	03/31/2016	2,993,409.00	2,997,349.46
3133EFHY6	2244	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	10/13/2017		0.650	99.780	03/31/2016	1,995,606.00	1,998,232.97
3130A4TR3	2165	635	Federal Home Loan Bank	> 1 Y	3,800,000.00	10/16/2017		0.875	100.186	03/31/2016	3,807,094.60	3,800,000.00
3133EFKM8	2245	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	10/20/2017	10/20/2016	0.710	99.805	03/31/2016	2,994,162.00	2,998,353.58
3133EFKM8	2246	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	10/20/2017	10/20/2016	0.710	99.805	03/31/2016	1,996,108.00	1,998,902.38
3134G73X7	2240	214	Federal Home Loan Mort. Corp.	> 1 Y	2,000,000.00	10/27/2017	04/27/2016	0.720	100.003	03/31/2016	2,000,068.00	2,000,000.00
3133EFPH4	2252	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	11/17/2017		0.930	100.279	03/31/2016	3,008,385.00	3,000,000.00
3133EFPH4	2253	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	11/17/2017		0.930	100.279	03/31/2016	2,005,590.00	2,000,000.00
3134G6S38	2178	100	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	11/27/2017	05/27/2016	0.950	100.010	03/31/2016	3,000,321.00	3,000,000.00
3133EFWC7	2265	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	11/27/2017		0.875	100.157	03/31/2016	3,004,725.00	3,000,000.00
3133EFWC7	2266	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	11/27/2017		0.875	100.157	03/31/2016	2,003,150.00	2,000,000.00
3133EE6J4	2211	100	Federal Farm Credit Bank	> 1 Y	2,000,000.00	12/07/2017		0.875	100.122	03/31/2016	2,002,450.00	2,000,000.00
3133EFYM3	2272	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	12/11/2017		0.800	99.992	03/31/2016	2,999,787.00	3,000,000.00
3133EFYM3	2273	214	Federal Farm Credit Bank	> 1 Y	2,000,000.00	12/11/2017		0.800	99.992	03/31/2016	1,999,858.00	2,000,000.00
3133EFWW3	2267	100	Federal Farm Credit Bank	> 1 Y	3,000,000.00	12/27/2017		0.875	100.124	03/31/2016	3,003,732.00	2,999,972.78
313381ME2	1918	214	Federal Home Loan Bank	> 1 Y	2,500,000.00	12/28/2017		0.600	99.537	03/31/2016	2,488,445.00	2,500,000.00
3134G34W7	1927	214	Federal Home Loan Mort. Corp.	> 1 Y	2,000,000.00	01/30/2018		1.250	100.788	03/31/2016	2,015,762.00	2,005,455.06
3133EFF51	2278	635	Federal Farm Credit Bank	> 1 Y	2,000,000.00	02/26/2018		0.850	100.042	03/31/2016	2,000,858.00	2,000,000.00
313378A43	2224	100	Federal Home Loan Bank	> 1 Y	2,000,000.00	03/09/2018		1.375	101.098	03/31/2016	2,021,960.00	2,020,042.68
3130A7CX1	2277	100	Federal Home Loan Bank	> 1 Y	3,000,000.00	03/19/2018		0.875	100.170	03/31/2016	3,005,112.00	3,000,000.00
3133EEN55	2180	100	Federal Farm Credit Bank	> 1 Y	2,000,000.00	06/01/2018	06/01/2016	1.120	99.897	03/31/2016	1,997,950.00	2,000,000.00
3134G73Q2	2241	100	Federal Home Loan Mort. Corp.	> 1 Y	3,000,000.00	07/27/2018	04/27/2016	1.000	100.009	03/31/2016	3,000,276.00	3,000,000.00
3134G73Q2	2242	214	Federal Home Loan Mort. Corp.	> 1 Y	2,000,000.00	07/27/2018	04/27/2016	1.000	100.009	03/31/2016	2,000,184.00	2,000,000.00
3136G1AK5	2221	100	Fed National Mort Assoc	> 1 Y	2,000,000.00	07/30/2018		1.000	100.256	03/31/2016	2,005,136.00	1,999,705.90
3133EE6G0	2210	100	Federal Farm Credit Bank	> 1 Y	2,000,000.00	08/06/2018		1.150	100.609	03/31/2016	2,012,188.00	2,000,000.00
3136G2R58	2249	100	Fed National Mort Assoc	> 1 Y	4,000,000.00	10/26/2018	10/26/2016	1.040	100.110	03/31/2016	4,004,428.00	4,000,000.00

City of Garland Investment Portfolios  
Texas Compliance Details  
March 31, 2016

Page 4

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	Maturity Date	Call Date	Current Rate	Market Price	Market Date	Market Value	Book Value
Federal Agency Coupon Securities												
3136G2PF8	2239	100	Fed National Mort Assoc	> 1 Y	2,000,000.00	10/29/2018	04/29/2016	1.125	100.002	03/31/2016	2,000,040.00	2,000,000.00
3135G0G72	2251	100	Fed National Mort Assoc	> 1 Y	3,000,000.00	12/14/2018		1.125	100.626	03/31/2016	3,018,801.00	2,998,255.37
3133EFWD5	2262	100	Federal Farm Credit Bank	> 1 Y	5,000,000.00	01/25/2019	01/25/2017	1.230	100.036	03/31/2016	5,001,815.00	5,000,000.00
Subtotal					309,190,320.36						309,316,010.64	309,227,324.60
Federal Agency Disc. -Amortizing												
313312WS5	2228	214	Federal Home Loan Mortgage Cor	< 1 Y	10,000,000.00	05/11/2016		0.320	99.971	03/31/2016	9,997,110.00	9,996,444.44
313396C27	2281	111	Federal Home Loan Mortgage Cor	< 1 Y	4,000,000.00	08/15/2016		0.450	99.848	03/31/2016	3,993,956.00	3,993,200.00
313312E97	2234	635	Federal Home Loan Mortgage Cor	< 1 Y	815,000.00	09/07/2016		0.340	99.814	03/31/2016	813,488.18	813,776.14
313396G64	2280	111	Federal Home Loan Mortgage Cor	< 1 Y	3,000,000.00	09/20/2016		0.490	99.799	03/31/2016	2,993,979.00	2,992,976.70
313396G64	2282	635	Federal Home Loan Mortgage Cor	> 1 Y	1,500,000.00	09/20/2016		0.490	99.799	03/31/2016	1,496,989.50	1,496,488.35
Subtotal					19,315,000.00						19,295,522.68	19,292,885.63
Municipal Bonds												
882723FH7	2014	214	State Bonds	> 1 Y	1,500,000.00	08/01/2016		0.802	100.084	03/31/2016	1,501,260.00	1,501,000.66
Subtotal					1,500,000.00						1,501,260.00	1,501,000.66
Investment Pool Accounts												
TEXSTAR	1822	100	TXSTAR	< 1 Y	5,003,992.93			0.345	100.000	03/31/2016	5,003,992.93	5,003,992.93
TREASURY	1825	100	TEXPOOL Investment Pool	< 1 Y	22,607,766.13			0.342	100.000	03/31/2016	22,607,766.13	22,607,766.13
DEBTSVC	1814	111	TEXPOOL Investment Pool	< 1 Y	1,041,094.18			0.342	100.000	03/31/2016	1,041,094.18	1,041,094.18
RATE	1815	214	TEXPOOL Investment Pool	< 1 Y	2,234,065.37			0.342	100.000	03/31/2016	2,234,065.37	2,234,065.37
LANDFILL	1812	635	TEXPOOL Investment Pool	< 1 Y	654,005.30			0.342	100.000	03/31/2016	654,005.30	654,005.30
GO CP	2268	601	TEXPOOL Investment Pool	< 1 Y	7,698,342.09			0.342	100.000	03/31/2016	7,698,342.09	7,698,342.09
Subtotal					39,239,266.00						39,239,266.00	39,239,266.00
CD's Rolling												
FICA1	1944	100	Federally Insured Cash Account	< 1 Y	25,127,786.57			0.300	100.000	03/31/2016	25,127,786.57	25,127,786.57
ICSA	1991	100	Insured Cash Shelter Account	< 1 Y	9,055,518.59			0.290	100.000	03/31/2016	9,055,518.59	9,055,518.59
ICSA	1945	111	Insured Cash Shelter Account	< 1 Y	5,043,082.23			0.290	100.000	03/31/2016	5,043,082.23	5,043,082.23
Subtotal					39,226,387.39						39,226,387.39	39,226,387.39
Total					408,470,973.75						408,578,446.71	408,486,864.28

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Report Ver. 7.3.3b



# City Council Item Summary Sheet

☒ **Work Session**

**Date:** May 2, 2016

☐ **Agenda Item**

## DART Quarterly Update

### Summary of Request/Problem

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

### Recommendation/Action Requested and Justification

Council discussion.

**Submitted By:**

**Approved By:**

**Bryan L. Bradford**  
**City Manager**

## **DART Report to the Garland City Council May 2016**

DART currently is engaged in several initiatives and activities that affect the city of Garland. We appreciate your interest in DART and hope this update addresses those topics.

### **DART Passenger Service in Garland**

Ridership for the 2nd quarter of FY 2016 (Jan through Mar) in Garland was 699,468 riders. There were 519,600 bus riders and 179,868 light rail riders at the two stations serving Garland. Those figures translate into an average of about 7,222 bus riders and 2,393 light rail riders each weekday.

The ridership on Route 378 – which connects Downtown Garland Station, Lake Ray Hubbard Transit Center and South Garland Transit Center averages about 1,315 riders each weekday. It is one of the most heavily used transit center feeder routes in the DART System, as well as one of the best performing.

During the 2nd quarter, Downtown Garland Station averaged 1,549 daily riders, ranking it eighteenth among DART's 62 light rail stations.

South Garland Transit Center averages approximately 1,390 weekday bus riders and Lake Ray Hubbard Transit Center averages just between 850 and 860 weekday riders.

As requested, see APPENDIX 1 for a comparison of Garland's bus ridership with that of Plano and Richardson.

### **Safety and Security (Provided by DART Police)**

Uniform Crime Reporting Part I Offenses committed at Garland's rail stations and bus transit centers totaled one (1) in the second quarter of FY 2016. There were three (3) offenses classified as Part II Offenses in the Uniform Crime Reporting System. Part II Offenses are generally less serious offenses like drunkenness and trespassing.

Crime statistics at Garland transit facilities have remained low or decreased during Q2 FY 2016 compared to those in Q2 FY 2015. (See Attachment 1 and Attachment 2.)

### **Benches and Shelters in Garland**

DART was asked to look into the bus stop amenities along Northwest Highway, between LaPrada Drive and Centerville Road. DART Board Policy provides for the installation of bus shelters at bus stops that have 50+ daily boardings and the installation of bus benches at bus stops that have 25-50 daily boardings or qualify as a sensitive use.

DART planning staff has identified two stops that qualify for bus shelter upgrades, located in both the northbound and southbound directions of Centerville Road. The concrete pads for these two

locations have been ordered for installation, and the installation of the shelters has been scheduled to begin in approximately 60 days due to recent and ongoing road projects in the area.

Staff has also identified four bus stops that qualify for benches due to their ‘sensitive use.’ The benches were added in the southbound direction at Birchwood and at Sleepy Hollow and in the northbound direction at Birchwood and Arrowhead.

### **Garland Labor Day Parade**

Garland’s annual Labor Day Parade travels down and back N. Glenbrook Drive, crossing the DART Rail tracks near N. Walnut Street. Light rail trains operate on a Saturday schedule on Labor Day, which means trains operate on 20 minute headways. Between 9 and 11 a.m., 14 trains cross Glenbrook Drive.

Following both the 2014 and 2015 Labor Day Parades, DART staff has met with parade organizers to discuss DART’s policy to not curtail train service for parades, races and similar events because more than 100 such events take place annually across the DART Service Area.

DART staff has discussed ways to reduce gaps between parade elements through better communication and pace management. On Friday, April 29, DART’s multi-department special event staff will meet with parade organizers to further discuss new ideas on how to reduce the impact of rail operations on the 2016 Garland Labor Day Parade.

### **Blue Line Extension to UNT Dallas and Late 2016 Service Changes**

New rail stations are opening in late 2016 as part of both the Dallas Streetcar expansion and the SOC-3 Blue Line Extension. Bus route changes are proposed to reduce bus-rail duplication and to move passengers between the new stations and surrounding neighborhoods more efficiently. There will be no major impacts on bus frequencies, spans or service coverage.

On August 28, 2016, DART will open the second phase of the Dallas Streetcar, which is owned by the City of Dallas. The modern streetcar line will then reach the Bishop Arts District at the intersection of 7th Street and Zang Boulevard. It is proposed to improve service frequency from 30 minutes all day to 20 minutes. To avoid duplication with the streetcar, it is proposed to redesign the D-Link service to operate at two different routes. Route 722 D-Link would focus on the Dallas Central Business District and areas surrounding downtown, while Route 723 Bishop Arts Shuttle would serve the Bishop Arts District and Jefferson Boulevard area.

The Blue Line extension will open October 24, 2016, and includes the addition of Camp Wisdom Station and UNT Dallas Station. Several associated bus routes in southern Dallas will be altered to tie into the new stations.

## **2040 Transit System Plan**

DART is updating the agency's long-range transit system plan to the year 2040. Since adoption of the 2030 Transit System Plan in 2006, the region has continued to experience rapid growth. The 2040 Transit System Plan will focus on sustaining the DART system for current and future customers and provide a blueprint for DART projects and programs through 2040. Since regional growth trends and mobility needs extend beyond the DART Service Area, the 2040 plan will also identify regional opportunities to expand transit and mobility choices.

Over the past year, DART has been conducting a Comprehensive Operations Analysis (COA) of the agency's bus operations. The study has given planners a greater understanding of the service environment by identifying passenger facility limitations and assessing accessibility. Recommendations from the COA effort will be documented in the Moving You Forward 10-Year Service Plan. This plan will guide potential service change opportunities through the year 2025.

The 2040 Plan must be approved by the DART Board of Directors. Board action is scheduled for later this year. For more information or to submit your feedback, visit [www.DART.org/2040](http://www.DART.org/2040).

## **Platform Extensions on the Blue and Red Lines**

President Obama's proposed FY 2017 budget includes \$49 million for the Platform Extensions Project, affirming DART's reputation for completing projects on time and within budget. That money would be added to \$9.6 million in Capital Investment Grant funds recently reallocated by the Federal Transit Administration from fiscal years 2014, 2015 and 2016.

These funds, added to \$60 million received from the Texas Department of Transportation, would finance the project.

Platform extensions at 28 Red and Blue Line stations will enable all rail lines to support three-car trains, increasing passenger capacity by 33 percent without adding frequency. Platforms in Downtown Dallas were previously lengthened, and Green and Orange line stations were built to the longer specifications. DART officials plan for work to begin in summer 2018 with completion by 2020.

## **D2: Dallas Central Business District Second Light Rail Alignment**

DART is working on plans to construct a second rail corridor through downtown Dallas, which would add both capacity and operational flexibility to the DART Rail System. Currently, if there is a situation along the rail corridor that blocks the tracks, the incident affects rail service – not just downtown, but throughout the entire 90-mile network.

The Green and Orange lines would shift to the new set of tracks, which will be located in a new corridor in the right of way of one or more streets south of Commerce Street. If an incident or malfunction disrupts service along one corridor, trains could be diverted to the other corridor to keep the system operating.

The agency has applied to the Federal Transit Agency (FTA) for a \$325 million Capital Investment Grant for Core Capacity to support the project. On Nov. 5, 2015, FTA authorized DART to begin the project development phase as part of the extensive, multistep federal funding process.

DART staff have begun developing more detailed preliminary engineering (PE) on the locally preferred alternative route, leading to an environmental impact statement (EIS). The PE/EIS effort will refine the preferred alternative, solicit stakeholder and public input, and evaluate routing options.

More information about the project is available at **DART.org/D2**.



**ATTACHMENT 1**Part 1 Offenses

Quarter 2 (Jan. - April 2016)	Criminal Homicide	Forcible Rape	Robbery	Aggravated Assault	Burglary	Larceny-Theft	Motor-Vehicle Theft	Arson	Total: Q2 FY 16	Total: Q2 2015
Lake Ray Hubbard	0	0	0	0	0	0	0	0	0	0
South Garland Transit Center	0	0	0	0	0	0	0	0	0	1
Forest/Jupiter	0	0	0	0	0	0	0	0	0	2
Downtown Garland	0	0	0	0	0	1	0	0	1	2

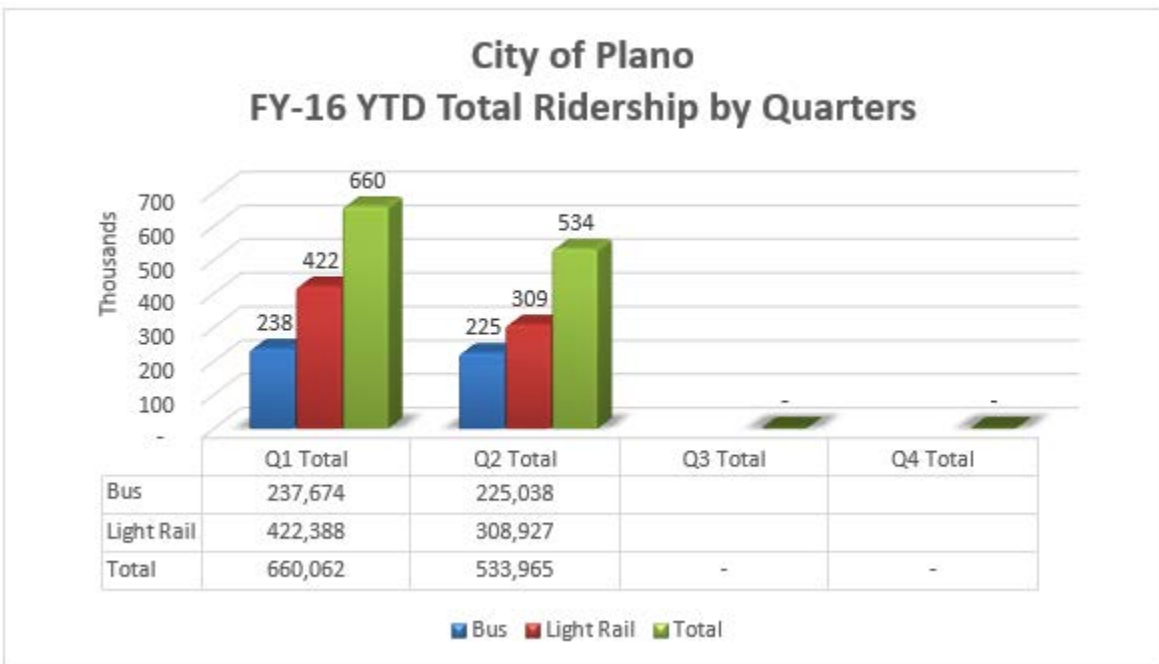
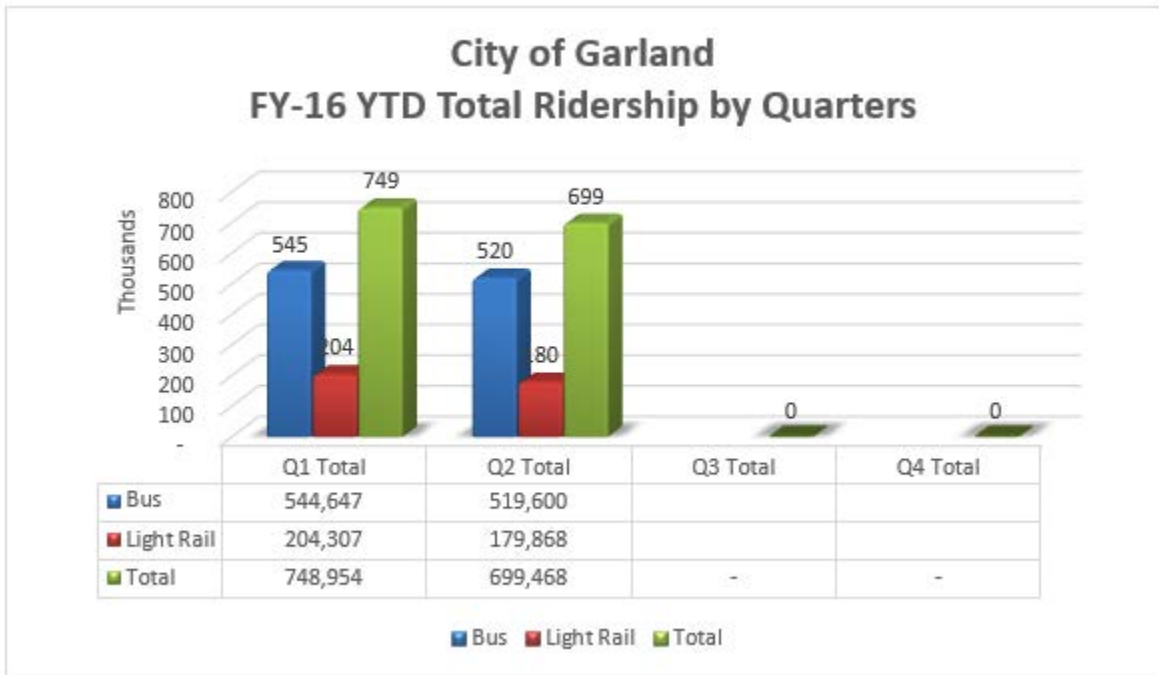
## Part 2 Offenses

Quarter 2 (Jan. – April 2016)	Acciden t	Assault (Other)	Child Abandon/ Endager	Criminal Mischief	CT	DOC	Drug Violation	DUI	DWLI	Embezzle ment	Emerg. Det.	Interfere W/ Public Duties	Int W/RR	Lewd	Obstruct Hwy/Psg
Lake Ray Hubbard	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
South Garland Transit Center	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forest/ Jupiter	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0
Downtown Garland	0	0	0	0	0	0	0	0	0	0				0	0

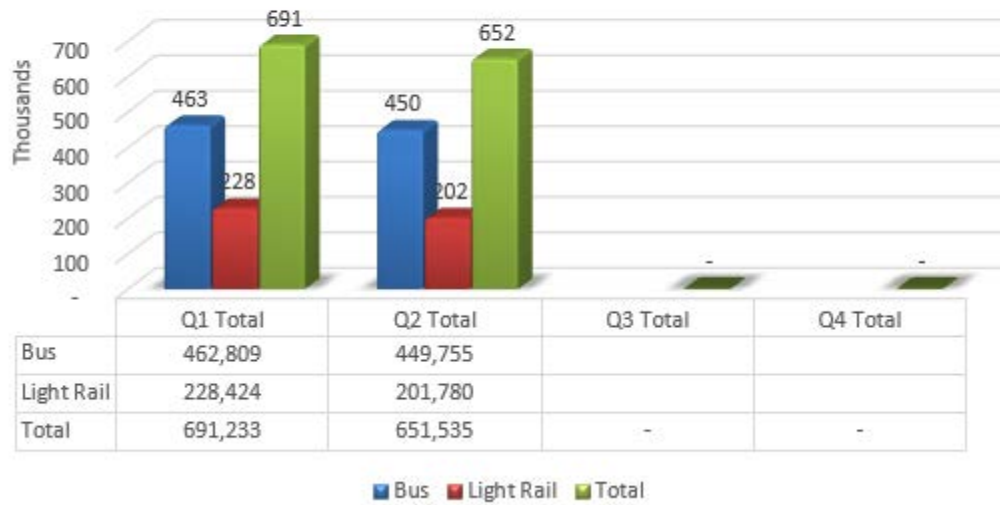
\*Continuation of above chart

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## APPENDIX 1



# **City of Richardson** **FY-16 YTD Total Ridership by Quarters**





# **Briefing to the Garland City Council**

**Gary C. Thomas  
President/Executive Director  
DART**

**May 2, 2016**



# Agenda

- Garland Ridership/Amenities Update
- Blue Line Extension to UNT Dallas
- DART 2040 Plan
- Blue Line Platform Extensions
- D2 Status Update
- Service Outside the DART Service Area
- Ongoing Garland Items

# FY 16 Garland Ridership Comparison

Garland Ridership	Q1	Q2	Q3	Q4	Total
Bus	544,647	519,600	-	-	-
Light Rail	204,307	179,868	-	-	-
<b>Total</b>	<b>748,954</b>	<b>699,468</b>	-	-	-

Plano Ridership	Q1	Q2	Q3	Q4	Total
Bus	237,674	225,038	-	-	-
Light Rail	422,388	308,927	-	-	-
<b>Total</b>	<b>660,062</b>	<b>533,965</b>	-	-	-

Richardson Ridership	Q1	Q2	Q3	Q4	Total
Bus	462,809	449,755	-	-	-
Light Rail	228,424	201,780	-	-	-
<b>Total</b>	<b>691,233</b>	<b>651,535</b>	-	-	-

# Garland Shelter Comparison

<u>Garland Bus Shelters</u>	
Total Garland Bus Stops	868
Total Garland Stops with Shelters	37*
Non Shelter Benches at Bus Stops	95**

<u>Plano</u>	
Total Plano Bus Stops	577
Total Plano Stops with Shelters	13*
Non Shelter Benches at Bus Stops	56**

<u>Richardson</u>	
Total Richardson Bus Stops	484
Total Richardson Stops with Shelters	20*
Non Shelter Benches at Bus Stops	50**

\* Excluding shelters at Rail or Transit Centers

\*\* All shelters also include benches

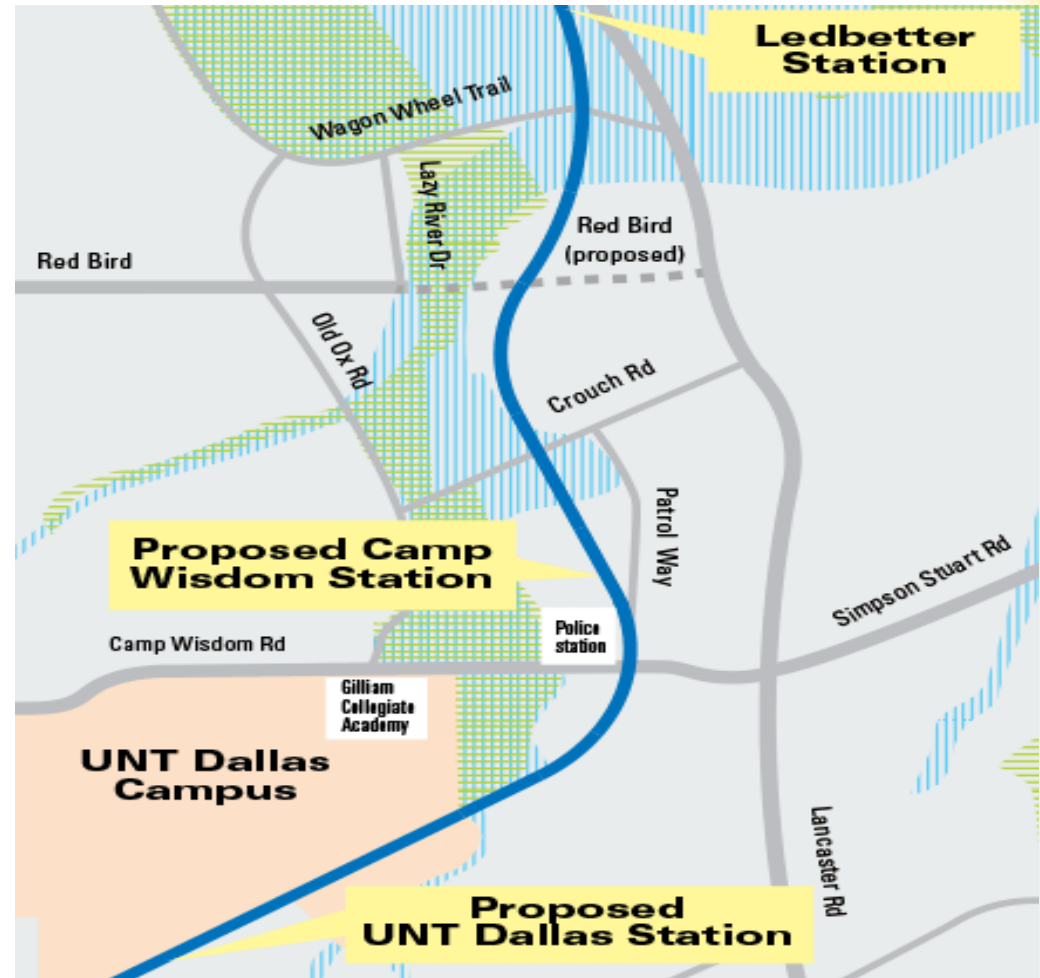


# Northwest Highway Bus Stop Improvements



# South Oak Cliff - 3

- 3-mile extension is under construction
- Scheduled for completion in October 2016
- Two new stations
  - Camp Wisdom
  - UNT Dallas



# 2040 Transit System Plan

- **2040 Transit System Plan development is underway**
  - Phase 1 - Draft Bus Service Plan recommendations are complete
  - Phase 2 – Will identify longer term capital and operating programs

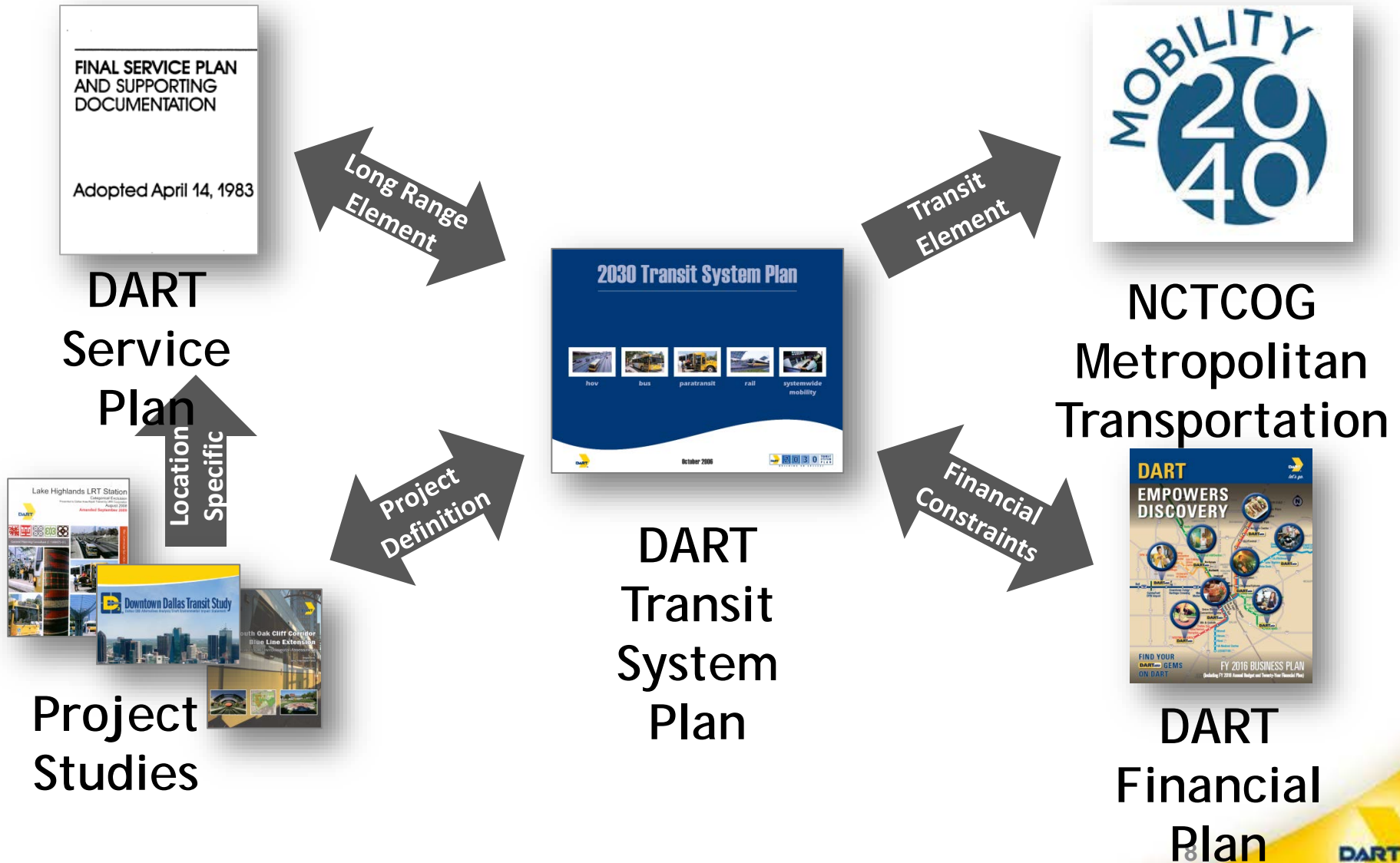
PHASE 1



PHASE 2

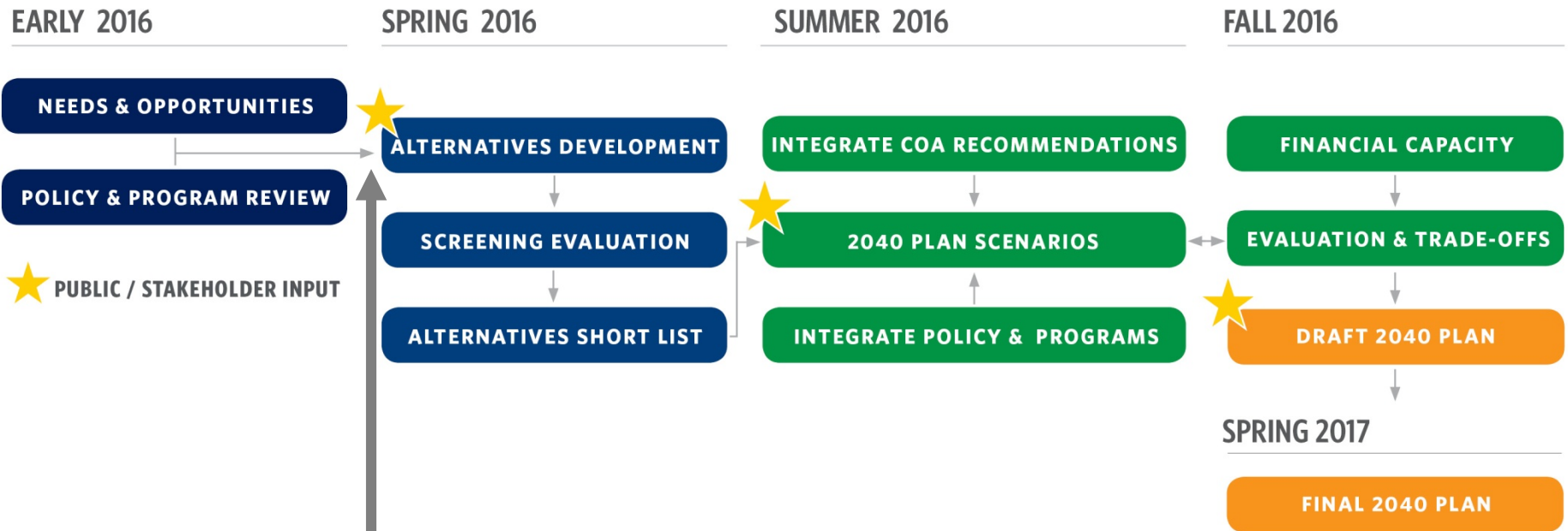


# System Plan Relationships



# Plan Development Process

## PLAN DEVELOPMENT SCHEDULE & KEY MILESTONES



- First round of public and stakeholder input is complete

# Common Themes

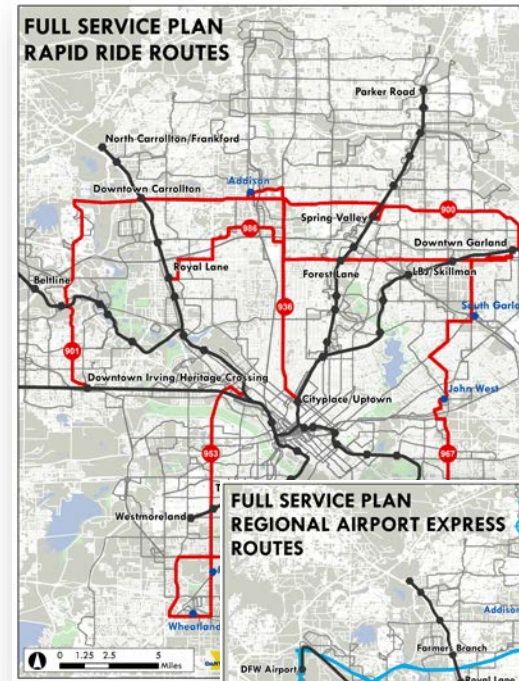
- A frequent (and straighter) bus network, including crosstown routes, is a must sooner rather than later
- Focus less on new rail and more on bus frequency
- Any additional rail expansion must focus on serving destination dense locations in a reasonable amount of time, and also focus on crosstown rail like the Cotton Belt
- Frequency is key to growing DART ridership. This coupled with crosstown rail will enable a more complete and usable system
- Regional transit expansion



# Phase 1 – Draft Bus Service Plan

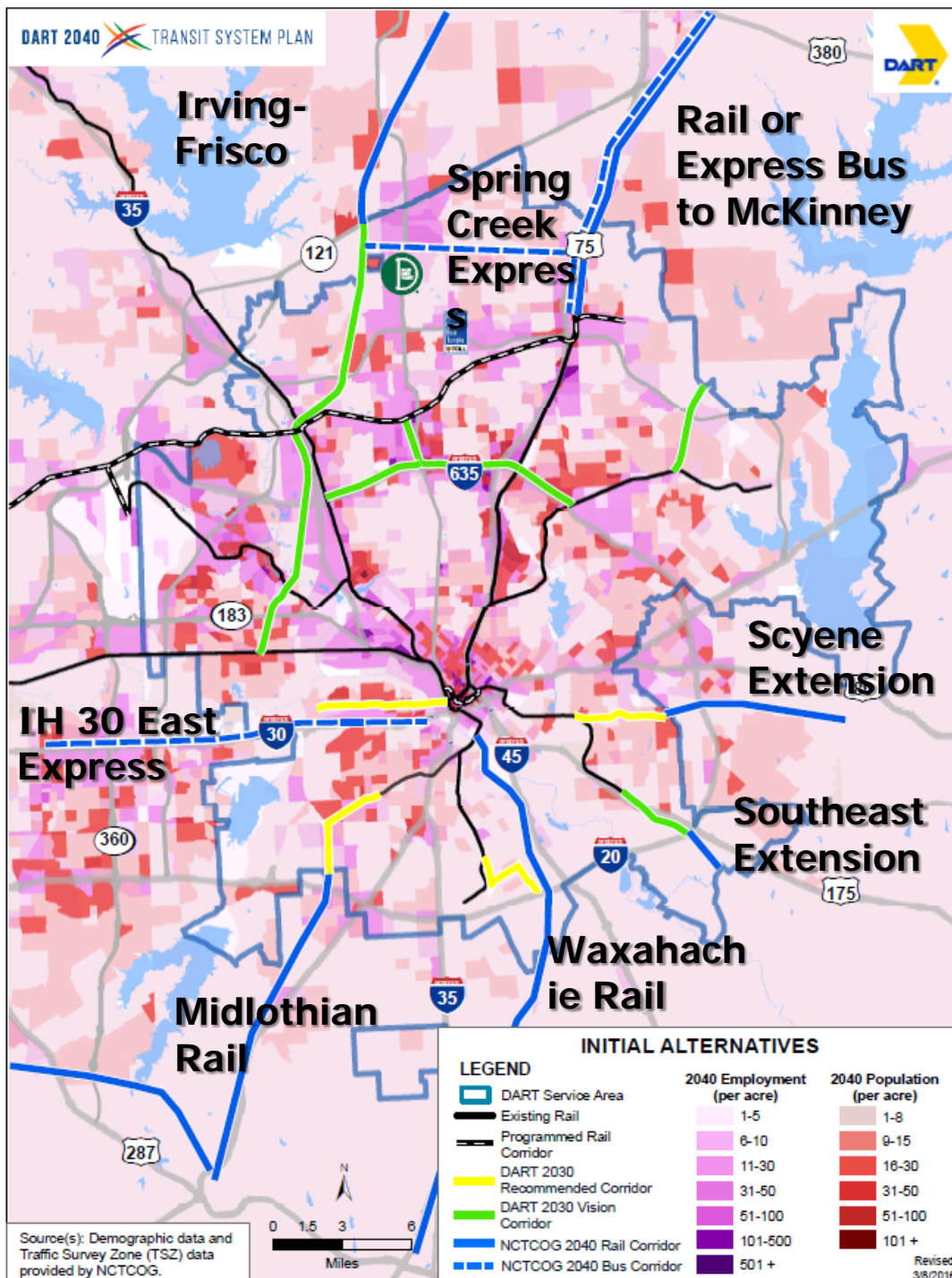
## Key Elements

- Core Frequent Route network
- High-frequency Rapid Ride network
- Crosstown / Airport Express network
- Expanded On-Call
- Specific Route Changes



# Phase 2 Initial Alternatives

- Deferred 2030 Transit System Plan Corridors
- 2030 Vision Corridors
- NCTCOG 2040 Plan Rail and Bus Corridors





# Next Steps

- April-May: Complete alternatives development
- May-June: Refine evaluation criteria and develop analysis tools
- June-August: Conduct screening evaluation to develop short-list of alternatives
- Fall 2016: Initiate 2040 Plan Scenario Development
  - Integrate Phase 1 Bus Service Plan

# Platform Extensions

- President Obama's Fiscal Year 2017 budget includes \$49 million for construction of DART's Red and Blue Line Platform Extensions Project.
- \$60 million from Texas Mobility Fund
- 28 Platform Extensions along the Red and Blue Lines
  - Forrest/Jupiter and Downtown Garland Station
- 30% Design to be completed in May
- Project Schedule
  - Project Development 2015
  - Engineering (final design) 2015-2016
  - Construction 2016-2018
  - Completion between 2018 and 2020

# Status of D-2 Second Alignment

- DART submitted its application for Core Capacity funding to FTA on September 30, 2015 for the D2 Locally Preferred Alternative (LPA) along Lamar, Young and Jackson Streets.
- DART conducted Public Meetings in December 2015 to kickoff the Supplemental Draft Environmental Impact Statement (SDEIS) work.
- FTA released ratings in February for projects seeking investment from the Capital Investment Grant Program. The D2 project was rated with a Medium-High rating.
- DART is continuing Project Development efforts.

# Service Outside the DART Service Area

- Board Policy III.07 governs DART Service outside of the DART Service Area
- On December 8, 2015, the DART Board modified III.07 abolishing the 4 year election requirement
- Cities must work with DART to develop a system plan, financial plan, and a plan for membership in the DART Service Area
- Mayors and City Managers for the DART Service Area met on April 11, 2016 to discuss the changes to Board Policy III.07
- A follow up meeting has been scheduled for later this summer

# Ongoing Garland Items



214.979.1111  
[www.DART.org](http://www.DART.org)



# City Council Item Summary Sheet

☒ **Work Session**

**Date:** May 2, 2016

☐ **Agenda Item**

## Community Services Committee Report

### Summary of Request/Problem

Council Member Anita Goebel, chair of the Community Services Committee, will provide a committee report on the following items:

- Garage Sale Ordinance
- Maximum Number of Animals Ordinance
- Dangerous Dog Ordinance
- National Historic Registry for Downtown

### Recommendation/Action Requested and Justification

Council discussion.

**Submitted By:**

**Richard Briley  
Managing Director  
Health & Code Compliance**

**Approved By:**

**Bryan L. Bradford  
City Manager**



**Meeting: Work Session**

**Date: May 2, 2016**

# **Policy Report**

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## **TEXAS DEPARTMENT OF TRANSPORTATION'S S.T.E.P – “Click It or Ticket” – GRANT**

### **ISSUE**

Council is requested to consider accepting a Texas Department of Transportation (TXDOT) – Selective Traffic Enforcement Program (STEP) - CIOT (Click It or Ticket) Grant.

### **OPTIONS**

1. Accept TxDOT S.T.E.P. grant funding.
2. Do Not Accept TxDOT S.T.E.P. grant funding.

### **RECOMMENDATION**

Option 1: Accept TxDOT grant funding for the Selective Traffic Enforcement Grant, “Click It or Ticket,” for increased safety belt compliance, May 23, 2016 – June 5, 2016. Unless otherwise directed by Council, this item will be scheduled for formal consideration at the May 3, 2016 Regular Meeting.

### **COUNCIL GOAL**

Safe, Family-Friendly Neighborhoods  
Financially Stable Government

### **BACKGROUND**

The Garland Police Department has successfully participated in S.T.E.P. enforcement grants for many years. The purpose of this grant is to save lives by increasing occupant restraint use in all passenger vehicles and trucks by conducting intense occupant protection enforcement as well as public information and education efforts during enforcement period. Enforcement of these efforts will be focused throughout the City of Garland.



## **CONSIDERATION**

If accepted, the \$10,879.40 grant will provide 100% salary reimbursement for officers conducting CIOT enforcement during the enforcement period, May 23, 2016 – June 5, 2016. The grant is fully funded by the Texas Department of Transportation (TxDOT). The City of Garland is not required to provide matching funds.

## **ATTACHMENT**

None

Submitted By:

Mitchel L. Bates  
Chief of Police

Date: May 2, 2016

Approved By:

Bryan Bradford  
City Manager

Date: May 2, 2016



# Policy Report

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**Meeting: Work Session**

**Date: May 2, 2016**

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## 2016/17 CDBG, HOME, AND ESG BUDGETS

### ISSUE

Information regarding applications, funding history, and available funds for the CDBG, HOME, and ESG Budgets are provided for Council's information and review.

### RECOMMENDATION

A public hearing was held at the April 5, 2016 Regular meeting. This item is being brought back to Council at the May 2 2016 Work Session to discuss proposals; as in past years, unless otherwise directed, staff will present recommendations regarding the CDBG project and administration, HOME and ESG budgets and Council will discuss CDBG Public Services. Budget adoption is scheduled for May 17, 2016.

### BACKGROUND

The City expects to receive the following funding for 2016/2017:

CDBG:	\$2,055,453
HOME:	\$515,152
ESG:	\$165,656

The proposed budget for Fiscal Year 2016/2017 must be submitted to the Department of Housing and Urban Development (HUD) by August 15, 2016 for CDBG, HOME and ESG. To this point, there have been three neighborhood meetings to receive input on the proposed use of funds.

### CONSIDERATION

1. Staff received CDBG applications requesting a total of \$650,729 for public service, \$3,717,300 for projects, and \$374,945 for administrative use for the next fiscal year. There is a total of \$2,055,453 available through a combination of \$1,874,725 in 2016/2017 entitlement funds and \$180,728 in reprogrammed funds. Attached is a detail of the estimated available funds.
2. HUD regulations limit CDBG monies used for grant planning and administration to no more than 20% of the entitlement funds available, and public service applications to a maximum of 15% of entitlement funds. Funds available for

public services total \$281,208; grant administration total of \$374,945. Using the above totals, there is \$1,399,300 available for projects.

3. HOME funds available total \$515,152, requests total \$515,152. HUD regulations allow 10% of the grant for administration and require that 15% of the grant be set a side for use by Community Housing Development Organizations. The balance of the funding is available for projects.
4. Total funds available for the 2016 Emergency Solutions Grant are \$165,656. Regulations require consultation with citizens, the Continuum of Care, stakeholders and business groups to recommend distribution of funding within HUD's basic regulatory requirements. The amount allowed for administration is \$12,424. The required computer data base services as well as a street outreach program provided by Metro Dallas Homeless alliance equals \$8,000. The remaining was divided among the eligible activities as follows: \$53,010 was allocated to the emergency shelter (funding for shelter operations and essential services); \$50,252 for Homelessness Prevention; and \$41,970 for Rapid Re-housing for the literally homeless. Applications for funding equaled the amount of funding for each category.

## **ATTACHMENTS**

Anticipated Funding  
Requests/History and Recommendations

Submitted By:

Mona L. Woodard  
Manager  
Housing and Community Services

Date: \_\_\_\_\_

Approved By:

Bryan Bradford  
City Manager

Date: \_\_\_\_\_

Anticipated Funding  
2016/17

**Community Development Block Grant**

Entitlement	\$1,874,725
Re-Programmed	\$180,728
Total	\$2,055,453
Administration	\$374,945
Public Services	\$281,208
Projects	\$1,218,572
Total	\$1,874,725

**HOME Investment Partnership**

Entitlement	\$515,152
Administration	\$51,515
CHDO Set Aside	\$77,273
Projects	\$386,364
Total	\$515,152

**Emergency Solutions Grant**

Entitlement	\$165,656
Administration	\$12,424
Shelter Operations/Services	\$53,010
Rapid Rehousing	\$41,970
Homelessness Prevention	\$50,252
HMIS Data Base/Outreach	\$8,000
Total	\$165,656

Policy Report  
CDBG/HOME/ESG/Budget 2016/2017  
Page 1

CDBG Public Services							
PUBLIC SERVICES	Page	2012/13	2013/14	2014/15	2015/16	2016/17 Requested	Council Recommendation
Achievement Center of Texas	14	\$39,425	\$41,932	\$41,418	\$42,373	\$50,000	
Addicare Group of Texas		\$4,650					
Axe Memorial United Methodist Church - Food Pantry	15	\$1,600	\$1,702	\$1,173	\$1,500	\$20,000	
Axe Memorial United Methodist Church-Motel Vouchers	16				\$1,750	\$10,000	
Counseling Institute of Texas	17	\$9,125	\$9,705	\$10,693	\$9,875	\$50,000	
Dental Health Program		\$37,375	\$38,688	\$38,248	\$36,375		
Galaxy Counseling Center	18	\$14,438	\$15,356	\$15,307	\$17,025	\$17,000	
Garland Family YMCA		\$7,475	\$7,950	\$7,852			
Garland Code Lawn Care Program	19	\$20,500	\$21,804	\$22,041	\$21,500	\$21,500	
Parks S.T.A.R.S. Summer Program	20	\$25,750	\$27,388	\$27,089	\$27,670	\$80,000	
Garland Police - Youth Boxing Program	21	\$23,613	\$22,641	\$22,392	\$23,000	\$23,800	
Girls Escape Club		\$2,750	\$1,064				
Hope Clinic	22	\$24,250	\$25,792	\$26,669	\$34,133	\$40,000	
Matthew 25:40 Project - Rental Assistance	23				\$4,125	\$3,000	
Matthew 25:40 Project - Motel Vouchers	24				\$3,000	\$6,000	
Mount Hebron Literacy Enhancement	25	\$5,000	\$7,711	\$7,593		\$20,000	
Mount Hebron Summer Arts Program		\$2,250	\$0	\$1,451			
New Beginning Center	26	\$24,600	\$26,165	\$26,204	\$26,938	\$88,079	
Reinventing Human Capital	27	\$2,750	\$2,925	\$2,955	\$3,266	\$15,000	
Salvation Army - After School Program	28	\$5,950	\$6,328	\$7,601	\$7,313	\$20,000	
Salvation Army - Rent Assistance	29	\$5,950	\$6,328	\$7,601	\$7,438	\$21,000	
Senior Citizens (Garland Ombudsman)	30	\$7,325	\$7,790	\$7,912	\$8,750	\$15,000	
Urban League			\$1,064				
Vietnamese American Community	31	\$4,750				\$25,000	
NEW APPLICATIONS							
Emma's Education Center	33					\$3,600	
Ikandy	34					\$10,000	
Matthew 25:40 - GLOWS	35					\$1,250	
Matthew 25:40 ID Replacement	36					\$500	
Mt. Hebron Rent Assistance	37					\$45,000	
Rowlett Road CDC	38					\$50,000	
Visiting Nurses Association	39					\$15,000	
7-Day Fitness Academy	New Addition					\$10,000	
Total		\$269,526	\$272,333	\$274,199	\$276,031	\$660,729	
Available Funds		\$269,526	\$272,334	\$274,199	\$276,031	\$281,208	
Difference to be reconciled						-\$379,521	\$660,729
							\$281,208
							-\$379,521

Policy Report  
CDBG/HOME/ESG/Budget 2016/2017  
Page 1

CDBG PROJECTS							
PROJECTS	Page	2012/13	2013/14	2014/15	2015-16	2016-17 Requested	Staff Recommended
Code Enforcement	41	\$182,000	\$182,000	\$182,000	\$182,000	\$182,000	\$182,000
Infrastructure Improvements	42	\$612,000	\$542,000	\$654,000	\$550,000	\$693,000	\$693,000
Minor Home Repair	43	\$175,000	\$150,000	\$150,000	\$125,000	\$125,000	\$125,000
Neighborhood Enhancement		\$50,000			\$0		
Great Homes Project	44		\$560,700	\$265,789	\$279,000	\$154,236	\$154,236
Single Family Housing Rehabilitation	45	\$153,615	\$256,094	\$200,040	\$182,336	\$245,064	\$245,064
Total		\$1,172,615	\$1,690,794	\$1,451,829	\$1,318,336	\$1,399,300	\$1,399,300
CDBG Funding						\$1,218,572	\$1,218,572
Available Funds		\$1,172,615	\$1,690,794	\$1,451,829	\$1,318,336	\$1,399,300	\$1,399,300
			*Includes reprogrammed funds				\$180,728
INFRASTRUCTURE PROJECTS - REQUESTED 16-17							
Ranking	To	PCI	Length	Council	Total	Staff Recommended	
1 - Curtis	Davidson	0	1260	2	\$315,000		
2 - Nash	Garwood	0	1012	8	\$228,000		\$228,000
3 - Vista	Cumberland	0	1430	2	\$354,000		\$354,000
4 - Rolando	Delano	2	445	5	\$111,000		\$111,000
5 - Tennyson Circle	end	0	471	2	\$118,000		
6 - Sundown	Robin	3	815	4	\$202,000		
7 - Ridgewood	First	3	1263	2	\$313,000		
8 - Arcady	End	0	1189	2	\$294,000		
9 - Carroll	Lamesa	12	1475	5	\$365,000		
10 - Dent	Garwood	0	1065	8	\$246,000		
11 - Bandera	Sylvan	0	732	8	\$185,000		
12 - Curtis	Burke	1	1120	2	\$280,000		
TOTAL					\$3,011,000	\$0	
Not Eligible							
CDBG ADMININSTRATION		2012/13	2013/14	2014/15	2015/16	2016/17 Requested	Staff Recommended
Grant Administration		\$359,368	\$344,811	\$345,599	\$348,042	\$354,945	\$354,945
Fair Housing			\$18,300	\$20,000	\$20,000	\$20,000	\$20,000
Total			\$363,111	\$365,599	\$368,042	\$374,945	\$374,945
Available Funds		\$359,368	\$363,111	\$365,599	\$368,042	\$374,945	\$374,945
Difference to be Reconciled		\$359,368	\$363,111	\$365,599	\$0	\$0	\$0
REPROGRAMED Funding		\$180,728					
CDBG Total		\$1,874,725					
TOTAL CDBG AVAILABLE		\$2,055,453					

Policy Report  
CDBG/HOME/ESG/Budget 2016/2017  
Page 1

<b>HOME FUNDING</b>							
<b>Administration</b>		<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17 Request</b>	<b>2015/16 Staff Recommended</b>
<i>Administration</i>		\$46,127	\$46,111	\$50,139	\$44,730	\$51,515	\$51,515
<b>Total Funding Requested</b>					<b>\$44,730</b>	<b>\$51,515</b>	<b>\$51,515</b>
<b>Total Funding Available</b>		<b>\$46,127</b>	<b>\$46,111</b>	<b>\$50,139</b>	<b>\$44,730</b>	<b>\$51,515</b>	<b>\$51,515</b>
<b>CHDO</b>	<b>Page</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17 Request</b>	<b>2015/16 Staff Recommended</b>
<i>CHDO Green Extreme Homes CDC</i>					\$69,147		
<i>Habitat for Humanity-CHDO Infill Housing</i>	47	\$69,190	\$69,167	\$75,209	\$69,167	\$77,273	\$77,273
<b>Total Funding Requested</b>		<b>\$69,190</b>	<b>\$69,167</b>	<b>\$75,209</b>	<b>\$138,314</b>	<b>\$77,273</b>	
<b>Total Funding Available</b>		<b>\$69,190</b>	<b>\$69,167</b>	<b>\$75,209</b>	<b>\$0</b>	<b>\$77,273</b>	<b>\$77,273</b>
<b>HOME "Projects"</b>	<b>Page</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17 Request</b>	<b>2015/16 Staff Recommended</b>
<i>New Beginning Ctr-TBRA</i>			\$0	\$0	\$0		
<i>Housing &amp; Community Services - Infill Housing</i>	48	\$145,949	\$265,833	\$336,044	\$305,472	\$346,364	\$346,364
<i>Housing and Community Services - Down payment Assistance</i>	49	\$200,000	\$80,000	\$40,000	\$30,000	\$40,000	\$40,000
<b>Total Funding Requested</b>			<b>\$345,833</b>	<b>\$376,044</b>	<b>\$335,472</b>	<b>\$386,364</b>	
<b>Total Funding Available</b>		<b>\$345,949</b>	<b>\$345,833</b>	<b>\$376,044</b>	<b>\$0</b>	<b>\$386,364</b>	<b>\$386,364</b>
			<b>TOTAL</b>			<b>\$515,152</b>	<b>\$515,152</b>

Policy Report  
CDBG/HOME/ESG/Budget 2016/2017  
Page 1

<b>EMERGENCY SOLUTIONS GRANT</b>						
<b>Administration</b>		<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2016/17 Staff Recommended</b>
Housing & Comm. Serv		\$9,620	\$11,062	\$12,424	\$12,424	\$12,424
<b>Total Funding Requested</b>				\$12,424	\$12,424	
<b>Total Funding Available</b>		<b>\$9,620</b>	<b>\$11,062</b>	<b>\$12,424</b>	<b>\$12,424</b>	<b>\$12,424</b>
<b>Shelter Operations &amp; Essential Services</b>	<b>Page</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>		<b>2016/17 Staff Recommended</b>
<i>New Beginning Center</i>	52	\$49,590	\$75,000	\$75,000	\$78,000	\$78,000
<b>Total Funding Requested</b>			<b>\$75,000</b>	<b>\$75,000</b>	<b>\$78,000</b>	
<b>Total Funding Available</b>		<b>\$49,590</b>	<b>\$49,590</b>	<b>\$53,010</b>	<b>\$53,010</b>	<b>\$53,010</b>
<b>Prevention</b>	<b>Page</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>		<b>2016/17 Staff Recommended</b>
<i>New Beginning Center</i>	53	\$16,859	\$30,000	\$32,588		\$0
<i>Garland Fair Housing Office</i>					\$50,252	\$50,252
<b>Total Funding Requested</b>		<b>\$16,859</b>	<b>\$30,000</b>		<b>\$50,252</b>	
<b>Total Funding Available</b>		<b>\$16,859</b>	<b>\$31,647</b>	<b>\$50,252</b>	<b>\$50,252</b>	<b>\$50,252</b>
<b>Rapid Re-Housing</b>	<b>Page</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>		<b>2016/17 Staff Recommended</b>
<i>New Beginning Center</i>	54	22,394	78,000	\$78,000	78,000	\$78,000
Urban League of Greater Dallas and NC Tx						
Mount Hebron Urban Community Housing		22,394	15,000	\$0		\$0
<b>Total Funding Requested</b>		<b>44,788</b>	<b>93,000</b>	<b>\$78,000</b>	<b>78,000</b>	
<b>Total Funding Available</b>		<b>44,788</b>	<b>26,670</b>	<b>\$41,970</b>	<b>41,970</b>	<b>\$41,970</b>
<b>Street Outreach/HMIS</b>		<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>		<b>2016/17 Staff Recommended</b>
<i>Metro Dallas Homeless Alliance</i>			28,525	8,000	8,000	8,000
<b>Total Funding Available</b>			<b>28,525</b>	<b>\$8,000</b>	<b>8,000</b>	<b>\$8,000</b>
<b>Total Funding Requested</b>						\$165,656
<b>Total Funding Available</b>		<b>\$9,443</b>	<b>\$147,494</b>	<b>\$165,656</b>	<b>\$8,000</b>	<b>\$165,656</b>
				<b>TOTAL</b>	<b>\$165,656</b>	