CITY OF GRAND PRAIRIE
FINANCE AND GOVERNMENT COMMITTEE
CITY HALL - CITY COUNCIL CHAMBERS, 300 W. MAIN STREET
TUESDAY, DECEMBER 09, 2025 AT 2:30 PM

MINUTES

CALL TO ORDER

Chairman Junior Ezeonu called the meeting to order at 2:30 p.m.

PRESENT
Chairman Junior Ezeonu
Deputy Mayor Pro Tem Kurt G. Johnson
Council Member Bessye Adams

STAFF PRESENTATIONS

1. Financial Update

   Luis Barrera, Assistant Director of Finance, informed the committee that the Finance Department received the Government Finance Officers Association's Award of Financial Reporting Achievement for its Annual Comprehensive Financial Report. He also introduced several Finance Department employees who contributed to this accomplishment. Mr. Barrera then provided a financial update, which included the year-end close timeline and a report on November sales tax audit activity.

CONSENT AGENDA

Chairman Ezeonu asked if there were any questions regarding the consent agenda. Hearing none, Council Member Adams moved, seconded by Deputy Mayor Pro Tem Johnson to approve consent agenda item two, table consent agenda item three and to recommend approval of consent agenda items four and five to Council. The motion carried unanimously.

2. Minutes of the October 28, 2025 Finance and Government Committee Meeting

   Approved on Consent Agenda

3. Ordinance Amending the FY 2025/2026 CIP Budget

   Tabled

4. Resolution Authorizing the submission of an application to the Texas Parks and Wildlife Department for directed grant funding through the Local Park Grant Program for the Fish Creek Linear Park Improvements Project; Designating the City's Director of Parks, Arts and Recreation as being responsible for, acting for, and on behalf of the City of Grand Prairie ("City") to work with the Texas Parks and Wildlife Department for the purpose of participating in the Local Park

Grant Program; Certifying that the City is eligible to receive program assistance; and Dedicating the proposed Project site for permanent public park and recreational uses

Approved on Consent Agenda

5. Contract with Kona Ice North Grand Prairie, LLC for food and beverage concessions at Lake Parks with a 30% commission back to the City based on gross revenues. The contract will be for an initial one-year term with the option to renew for up to two additional one-year terms

Approved on Consent Agenda

ITEMS FOR INDIVIDUAL CONSIDERATION

6. Resolution Adopting Updates to the Debt Management Policy and Designating the Director of Management Services as the primary responsible party for debt management and capital improvement plan financing

Thao Vo, Director of Management Services presented this item to the committee noting the most most recent review of the policy identified a need to update the policy for clarification, which included adding additional definitions, updating staff titles, and aligning with recent legislative changes. Most notably, new debt reporting requirements took effect on September 1, 2025, as a result of the State of Texas House Bill 1378 and House Bill 103. The requirements of the new legislation, improved formatting, and title updates have been incorporated into the October 2025 draft. Staff created a modification summary highlighting changes from the 2021 policy to the 2025 draft.

Deputy Mayor Pro Tem Johnson moved, seconded by Council Member Adams to recommend approval of this agenda item to Council. The motion carried unanimously.

7. Construction contract with LEMCO Construction & Materials, Inc. for construction of the Radio-Controlled Airplane Runway at Low Branch Park in the amount of $208,000 plus a 3% contingency in the amount of $6,240 for a total project cost of $214,240

Chris Michalski, Assistant Director of Parks, Arts and Recreation presented this item to the committee noting the work includes site construction for the replacement of the radio-controlled runway including earthwork, asphalt runway surfacing, and landscaping (sod). Deputy Mayor Pro Tem Johnson thanked staff for the investment.

Deputy Mayor Pro Tem Johnson moved, seconded by Council Member Adams to recommend approval of this agenda item to Council. The motion carried unanimously.

8. Annual Contract for HVAC maintenance and services at City-owned facilities in a split award to The Brandt Companies, LLC for an initial one-year term in an amount not to exceed $300,000.00 with the option to renew for two additional one-year periods totaling $900,000.00 if all extensions are exercised and to DynaTen Corporation for an initial one-year term in an amount not to exceed $200,000.00 with the option to renew for two additional one-year periods totaling $600,000.00 if all extensions are exercised. Staff will utilize one of the two vendors based on the lowest bid unit pricing and the needs of the City.

Jayson Ramirez, Director of General Services, presented the proposed annual contract for HVAC maintenance and services at City-owned facilities, noting that services would be provided on an "as needed" basis. While the City anticipates keeping expenditures low based on past experience, the contract includes an annual "up to" amount of $500,000 to allow for any unexpected, significant repairs that may exceed previous years' spending.

Mr. Ramirez addressed questions from Deputy Mayor Pro Tem Johnson regarding the inclusion of two primary contractors with the option for a third if needed, as well as the scope of services and historical spending levels. Deputy Mayor Pro Tem Johnson expressed discomfort with the proposed "up to" amount. Deputy City Manager Cheryl De Leon explained that the higher threshold is intended to provide flexibility and ensure service availability, while noting that spending limits and controls remain in place. Mr. Ramirez also responded to Council Member Adams' inquiries concerning vendor selection and capacity. Mr. Vo noted that it is generally more advantageous to utilize one or two contractors rather than a larger pool to maintain efficiency and manage workload.

Council Member Adams moved, seconded by Deputy Mayor Pro Tem Johnson to recommend approval of this agenda item to Council. The motion carried unanimously.

EXECUTIVE SESSION

No executive session was held.

CITIZEN COMMENTS

There were no citizen comments.

ADJOURNMENT

Chairman Ezeonu adjourned the meeting at 2:53 p.m.

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Chairman Junior Ezeonu