

## **RESOLUTION NO. 2008**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TERRELL, TEXAS APPROVING THE RECOMMENDATION OF THE TAX INCREMENT REINVESTMENT ZONE NO. 1 BOARD OF DIRECTORS APPROVING THE PROFESSIONAL AGREEMENT WITH 720 DESIGN**

**WHEREAS**, the City of Terrell, Texas, (the "City"), promotes the development of a certain geographic area within its jurisdiction as authorized by the Tax Increment Financing Act, Chapter 311 of the Texas Tax Code, Vernon's Texas Codes Annotated (the "Act"); and

**WHEREAS**, the City Council of the City of Terrell on November 20, 2007, approved Ordinance No. 2355 creating Tax Increment Financing Reinvestment Zone Number One (TIRZ #1), establishing a Board of Directors for such Reinvestment Zone (Board), including the Project Plan and the Finance Plan; and

**WHEREAS**, on September 8, 2008 the County Commissioners' Court approved an Interlocal Agreement with the City of Terrell for the Reinvestment Zone, including the Project Plan and Finance Plan; and

**WHEREAS**, the 2020 Amendment to the Project Plan and Finance Plan includes \$16 million for Downtown Revitalization Projects; and

**WHEREAS**, among these eligible Projects in the Capital Plan is planning and engineering of projects that rehabilitate and refurbish downtown buildings, downtown streetscapes and downtown amenities.

### **NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TERRELL, TEXAS:**

Section 1 That the City Council of the City of Terrell, Texas approves the recommendation of the Tax Increment Reinvestment Zone No. 1 authorizing the City Manager to execute a Professional Services Agreement with 720 Design (attached) to conduct an assessment of the needs for a new library/community center.

Section 2. That the City Council of the City of Terrell, Texas approves the recommendation of the Tax Increment Reinvestment Zone No. 1 authorizing use of \$90,000.00 in TIRZ# 1 funds in both FY22 and FY23 to fund the next steps of the library/community center assessment as shown in "Exhibit A".

Section 3. This Resolution shall be effective immediately after its passage.

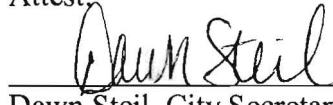
PASSED AND APPROVED by the City Council of the City of Terrell, Texas, on this 24<sup>th</sup> day of May, 2022.



---

E. RICK CARMONA, MAYOR

Attest:



---

Dawn Steil, City Secretary

**PROPOSAL PRESENTED TO: The City of Terrell**

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

**PROJECT GOALS AND OBJECTIVES – Phase 2a and 2b**

This proposal is for 720 Design Inc. to provide planning consulting services to the Terrell Public Library/Senior Center/Community Entrepreneur Center to prepare a marketing package for fundraising purposes.

**SCOPE OF WORK AND METHODOLOGY**

**Library Building Programming**

**Programming Meeting #1 “Kick Off”- 2 day**

- Determine methodology for community meetings and interviews.
- Review questions for online survey.
- Tour existing Senior Center related spaces.
- Discuss Discovery Tour itinerary:
  - City of Dallas 6<sup>th</sup> Floor
  - University Park Library (part of Preston Center)
  - Rowlett Public Library
  - Seguin Public Library
  - Coppell or Richardson Senior Center? Frisco Senior Center?
  - City of Chicago Library/Senior Center/Housing?
  - Others to be determined
- Update project visions and goals.

**Community Meetings - 2 days**

- Two community focus groups for library/senior center/community center.

**Leadership Interviews - 2 days**

- Interviews with Library Board, Friends, City Management, Workforce Development Staff, and Senior Center Staff.
- Interviews with Mayor and Council

**OPTIONAL On Line Survey**

- 720 design will assist the city in developing survey questions for the library, senior center, and community entrepreneur center that can be distributed electronically or on paper.
- 720 design will input the survey into electronic format, distribute the link and paper as required and collate all analytics for inclusion in the programming development.

**Discovery Tours**

- 720 design will assist in planning tours of the Seguin Public Library, Coppell Senior Center, City of Dallas 6<sup>th</sup> Floor Entrepreneur Center, Rowlett Public Library (new downtown library with housing above) and others to be determined.
- 

**Terrell Community Visioning/Execution Team**

- Monthly touch base with the City/Library, KSA, Kimley Horn, Friends of the Library Fundraising Team and others as required based on agenda. These meetings may be in person or via zoom.
- Branding development session

**Program Development Meeting #2 - 1 day**

- Refine library program based on three options:
  - 2040 City of Terrell Population of 43,000
  - Estimated Service Population in 2040
  - Estimated build out population and estimated service population
- Develop Community Entrepreneur Center Program based on input.
- Develop Senior Center Program based on input.
- Discuss potential shared spaces/services.

**Virtual Meeting to discuss program development and potential shared spaces.**

**Coordination Meeting with KSA/Town Center Development**

**Final Program Meeting #3 - 1 day**

- Presentation of final program with three options:
  - Based on a 2040 population of 43,000
  - Based on an estimated service population in 2040
  - Based on population at city build out and estimated service population
  - Coordination with Friends Fundraising Team
- Workshop adjacency and stacking diagram.

**City Council Update**

**Site Development and Conceptual Planning**

**Prior to Site Selection and Conceptual Planning**

*Collect all information including but not limited to:*

- Document any grade changes on the site(s) (KSA)
- Locations of public utilities (KSA)
- Relevant Zoning Ordinances/Overlay District
- Identify any easements, set back requirements and height restrictions (KSA)
- Site Survey/Plat (KSA)
- Deed restrictions
- Geotechnical reports (if they have been completed prior to this project)

**Site Regulatory and Identification Meeting #4 – 1 day**

- Meet with City officials regarding zoning and regulatory requirements in collaboration with KSA prior to kick off meeting.
- Prepare options, preliminary test fits and exterior visioning for two highest ranked site locations in collaboration with KSA.
  - Select preferred option.

**Concept Development Meeting #5 – 1 day**

- Presentation of the preferred developed site plan to Library/City Staff with graphics showing suitability of lot size, lot location, accessibility, traffic patterns, drainage, site orientations, entry locations, views, site circulation, parking, site amenities and multi-story building options in collaboration with KSA.
- Workshop space plan layout and adjacency/stacking diagrams.
- Discuss exterior vision for the desired architectural character of the building(s).

**Concept Development Meeting #6 – 1 day**

- Presentation further developed site in collaboration with KSA.
- Review mass models for the site, floor plans with furniture test fits, site plan development and developed character perspectives (based on massing models) for each site with Library/City Staff.
- Discuss preliminary furniture test fits.
- Discuss exterior vision for the desired architectural character of the library through an architectural visioning session.

**Project Development Meeting #7 - 1 day**

- Review developed concept rendering.
- Preliminary opinion of probable costs.

**Final Presentation/Council Update**

**Existing Library Monumental Sign Design**

- Design a changeable monumental sign for the existing library that can be re-used for other departments or tenants.
- Design options for a post and panel sign and traditional brick sign with costs associated.
- Structural services to be provided if required.

**Deliverables:**

- Detailed space program document
- Site plan rendering in coordination with KSA
- Floor plan with furniture (in color)
- Concept Rendering in coordination with KSA
- ROM Cost estimate including FFE and other "soft costs" for a total project budget
- 11x17 Marketing Brochure to include:
  - Rendering
  - Vignette sketches
  - Aspirational images
  - Cost
  - Size justification
  - History
  - Community Input
  - What is the benefit
  - What does this project mean to the city?

**COMPENSATION TABLE:**

<b>Programming and Programming Verification</b>		<b>Subtotals</b>
<b>Programming subtotal</b>		<b>\$64,834.00</b>
<b>Professional Fees - on call</b>		<b>\$10,000.00</b>
<b>Concept Design</b>		<b>Subtotals</b>
<b>Concept Design total</b>		<b>\$74,084.00</b>
<b>TOTAL PROGRAMMING AND CONCEPT DESIGN</b>		<b>\$148,918.00</b>
<b>Monumental Sign Design</b>		
Two Options		<b>\$3,000.00</b>
Structural Design if required		<b>\$3,000.00</b>
<b>Optional Services</b>		
Optional Online Survey		<b>\$10,000.00</b>
<b>Hourly Rate for additional meetings or other services not detailed:</b>		
Principal-in-Charge/ Project Director (Maureen Arndt)		<b>\$220.00</b>
Interiors Project Manager (Susannah Hills)		<b>\$198.00</b>

*Proposal to The City of Terrell & Riter C Hulsey Public Library  
Library/Senior Center/Community Center Needs Assessment and Concept Design*

Terrell, TX

Page 4 of 4

BIM Project Manager/Project Architect (Rebecca Atchison)	\$184.00
Graphic Design	\$150.00
LDS (Doug Gallow)	\$120.00
LDS (Ellen Gallow)	\$150.00
Cost Estimating	\$160.00
Renderer	\$200.00

Hourly rates increase at 3% per year beginning 2023

**Reimbursable Expenses:** Local travel costs are included per the compensation table. Other expenses will be billed at cost and will not exceed \$10,000.

**Change of Service:** Services that are required of 720 Design Inc. that are not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

**SCHEDULE:**

The schedule will be developed in conjunction with the owner and stakeholders for this project. All meetings and presentations as itemized above shall take place at the Riter C Hulsey Public Library, City Hall, or Zoom unless specified otherwise.

Submitted by:

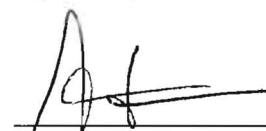


4/15/22

Maureen Arndt, AIA, IIDA

President  
720 Design Inc.

Approved by:



5-25-22

Date

Signature

Date

EXHIBIT A: General Conditions