



# GARLAND

---

## PARKS & RECREATION

---

**DATE:** June 4, 2025

**TO:** D'Lee Williams, Managing Director *DW*  
DW

**FROM:** Andy Hesser, Assistant City Manager *ah*  
ah

**RE:** Comprehensive Review and Revision of the Garland Playbook

The City of Garland is undertaking a comprehensive review and revision of our City Directive, known as the Garland Playbook. This essential document serves as a cornerstone for unifying, aligning, and organizing the work we do across the organization.

The Garland Playbook is designed to ensure we are working collaboratively and strategically in service to our community. It helps guide our decisions, actions, and initiatives across all departments—fostering a shared vision and a unified approach.

As part of this important effort, we are currently reviewing and updating Risk Management Plans to ensure they align with the goals and strategies outlined in the revised Playbook. These updates are critical to ensuring our practices reflect the most effective, responsible, and forward-thinking approaches to managing risk in our operations.

This is a meaningful opportunity to ensure our framework reflects our collective commitment to excellence, accountability, and continuous improvement. We appreciate your engagement and cooperation as we move through this process.

**Signature:** *D'Lee Williams*  
**Email:** dwilliams@garlandtx.gov

**Signature:** *Andy Hesser*  
Andy Hesser (Jun 4, 2025 09:35 CDT)  
**Email:** ahesser@garlandtx.gov










# Memo on Risk

Final Audit Report

2025-06-04

Created:	2025-06-04
By:	Keith Reagan (kreagan@garlandtx.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAM45PkFWPbrxaa6MW27KgJOdPliu-fMCR

## "Memo on Risk" History

-  Document created by Keith Reagan (kreagan@garlandtx.gov)  
2025-06-04 - 1:53:06 PM GMT- IP address: 50.84.41.254
-  Document emailed to DLee Williams (dwilliams@garlandtx.gov) for signature  
2025-06-04 - 1:53:30 PM GMT
-  Email viewed by DLee Williams (dwilliams@garlandtx.gov)  
2025-06-04 - 2:00:33 PM GMT- IP address: 104.47.64.254
-  Document e-signed by DLee Williams (dwilliams@garlandtx.gov)  
Signature Date: 2025-06-04 - 2:00:54 PM GMT - Time Source: server- IP address: 50.84.41.254
-  Document emailed to ahesser@garlandtx.gov for signature  
2025-06-04 - 2:04:03 PM GMT
-  Email viewed by ahesser@garlandtx.gov  
2025-06-04 - 2:34:23 PM GMT- IP address: 104.47.64.254
-  Signer ahesser@garlandtx.gov entered name at signing as Andy Hesser  
2025-06-04 - 2:35:03 PM GMT- IP address: 50.84.41.133
-  Document e-signed by Andy Hesser (ahesser@garlandtx.gov)  
Signature Date: 2025-06-04 - 2:35:05 PM GMT - Time Source: server- IP address: 50.84.41.133
-  Agreement completed.  
2025-06-04 - 2:35:05 PM GMT