

Memorandum

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CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE September 5, 2014

TO Honorable Members of the Quality of Life & Environment Committee:
Sandy Greyson (Vice Chair), Adam Medrano, Rick Callahan, Carolyn R. Davis, Lee M. Kleinman

SUBJECT Quality of Life & Environment Committee Meeting Agenda

Monday, September 8, 2014, 9:00 a.m.

Dallas City Hall - 6ES, 1500 Marilla St., Dallas, TX 75201

The agenda for the meeting is as follows:

1. Call to Order
Dwaine R. Caraway
Chair
2. Approval of August 25, 2014 Minutes
Dwaine R. Caraway
Chair
3. Recreation Master Plan and Comprehensive Plan Update
Willis Winters
Director, Park and Recreation
4. September 10, 2014 Consent Agenda for Water Utilities
Capital Projects – Items #33 & #34
Jo Puckett
Director, Dallas Water Utilities
5. Briefing Forecast
Joey Zapata
Assistant City Manager
6. Adjourn
Dwaine R. Caraway
Chair

Please let me know if you have any questions.

Dwaine R. Caraway
N.O.

Dwaine R. Caraway
Chair

- c: Honorable Mayor and Members of the City Council
- | | |
|--|---|
| A.C. Gonzalez, City Manager | Mark McDaniel, Assistant City Manager |
| Warren M.S. Ernst, City Attorney | Forest E. Turner, Assistant City Manager |
| Craig D. Kinton, City Auditor | Joey Zapata, Assistant City Manager |
| Rosa A. Rios, City Secretary | Charles M. Cato, Interim Assistant City Manager |
| Daniel F. Solis, Administrative Judge | Theresa O'Donnell, Interim Assistant City Manager |
| Ryan S. Evans, First Assistant City Manager | Jeanne Chipperfield, Chief Financial Officer |
| Jill A. Jordan, P.E., Assistant City Manager | Sana Syed, Public Information Officer |
| | Elsa Cantu, Assistant to the City Manager – Mayor & Council |

NOTICE: A quorum of the Dallas City Council may attend this Council committee meeting.

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
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. Section 551.072 of the Texas Open Meetings Act.
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. Section 551.073 of the Texas Open Meetings Act.
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. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.

Quality of Life & Environment Committee Meeting Record

DRAFT

Meeting Date: August 25, 2014

Convended: 9:27 a.m.

Adjourned: 10:56 a.m.

Members Present:

Dwaine R. Caraway, Chair
Sandy Greyson, Vice Chair
Lee M. Kleinman
Adam Medrano
Rick Callahan

Members Absent:

Carolyn R. Davis

Briefing Presenters

Joey Zapata
Assistant City Manager

Willis Winters
Director, Park and Recreation

Staff Present:

Joey Zapata, Michael Hellmann, Ryan O'Connor, Peter Bratt, Willis Winters, Eric Izuora, Priscylla Bento

Special Guests:

Max Wells, President, Park and Recreation Board
Gail Terrell, Vice President, Park and Recreation Board
Tiffani A Young, Member, Park and Recreation Board

AGENDA:

1. Approval of June 23, 2014 Minutes

Presenter(s):

A motion was made to approve the minutes of June 23, 2014.

Action Taken/Committee Recommendation(s):

Motion made by: Lee M. Kleinman

Motion seconded by: Sandy Greyson

Item passed unanimously:

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

2. CAPRA: Commission for Accreditation of Park and Recreation Agencies

Presenter(s):

Willis Winters & Ryan O'Connor

Information Only

The purpose of this briefing was to provide the committee a report on the Park and Recreation Department’s efforts to obtain CAPRA (Commission for Accreditation of Park and Recreation Agencies) accreditation.

The Committee requested to be briefed on the Parks Master Plan Update.

Action Taken/Committee Recommendation(s):

Motion made by:

Motion seconded by:

Item passed unanimously:

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

3. Trust for Public Land Parkscore Briefing

Presenter(s):

Willis Winters & Michael Hellmann

Information Only

The purpose of this briefing was to provide the committee a report of the ParkScore methodology; an analysis of Dallas’ ParkScore; and an explanation of future strategies to address areas for improvement in access, service and investment, and access.

Committee members requested a future briefing on proposed park impact fees.

Action Taken/Committee Recommendation(s):

Motion made by:

Motion seconded by:

Item passed unanimously:

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

Councilmember Dwaine R. Caraway
Chair

Memorandum



CITY OF DALLAS

DATE September 5, 2014

TO Honorable Members of the Quality of Life & Environment Committee: Dwaine R. Caraway (Chair)
Sandy Greyson (Vice Chair), Adam Medrano, Rick Callahan, Carolyn R. Davis, Lee M. Kleinman

SUBJECT Recreation Master Plan and Comprehensive Plan Update

On Monday, September 8, the Quality of Life & Environment Committee will be briefed on Recreation Master Plan and Comprehensive Plan Update.

If you have questions, please contact me at 214-640-4071.

A handwritten signature in black ink, appearing to read 'Willis Winters'.

Willis C. Winters, FAIA, Director
Park and Recreation Department

Attachment

c: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
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Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council



RECREATION MASTER PLAN AND COMPREHENSIVE PLAN UPDATE

DALLAS PARK AND RECREATION DEPARTMENT
QUALITY OF LIFE COMMITTEE



Overview

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- Recreation Master Plan and Comprehensive Plan Update are two of the key strategic initiatives DPR plans to undertake this year
- Both plans are cornerstone components of the NRPA/CAPRA accreditation process
- DPR has never completed a master plan for recreation
- Comprehensive plan (Renaissance Plan) was adopted in 2002
 - An updated comprehensive plan is a requirement for critical grants the department pursues

Recreation Master Plan

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□ Scope

- ▣ Interviews with department and City government leaders and major stakeholders
- ▣ Employee survey
- ▣ Public input meetings
- ▣ Citizen survey
- ▣ Assessment of indoor and outdoor facilities
- ▣ Demographic analysis
- ▣ Innovative indoor and outdoor programming trend analysis

Recreation Master Plan

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□ Scope

- Recreation division governance and staff placement analysis
- Recreation program assessment
- Facility utilization analysis
- Long range development planning for golf and tennis
- Service area mapping
- Financial management and strategy
- Implementation plan

Comprehensive Plan Update

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□ Scope

- Review of department mission and vision statements
- Review of goals and operational objectives
- SWOT analysis
- Demographic analysis
- Community input/survey
- Citizen needs assessment
- Transportation patterns

Comprehensive Plan Update

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□ Scope

- Management plan for historical, cultural and natural resources
- Private and not-for-profit competition analysis
- Recommendations for future acquisitions, capital improvements and development of Park system
- Development of guidelines for prioritization of future capital improvements
- Strategic implementation plan

Procurement Process

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- Worked in conjunction with Business Development and Procurement Services (BDPS), staff developed and managed a Request for Proposals process that combined the Recreation Master Plan and Comprehensive Plan Update
- Scoring criteria included:
 - ▣ Related Experience – 35%
 - ▣ Price – 30%
 - ▣ Qualification of Key Personnel – 15%
 - ▣ Business Inclusion and Development Plan – 15%
 - ▣ Schedule – 5%

Procurement Process

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- Three proposals were received
- Evaluation panel, comprised of various City Departments (including DPR), reviewed submitted proposal materials and participated in an interview with each firm
- Evaluation process determined that Wallace Roberts & Todd (WRT) is the best value proposer for both the Recreation Master Plan and the Comprehensive Plan Update

Consultant Team

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- Team is comprised of several consultants that will have various roles on both the Rec MP and the Comp Plan Update
 - ▣ Wallace Roberts & Todd (WRT) - strategic planning
 - ▣ PROS Consulting - recreation consultant
 - ▣ Dunaway - local liaison/park planning
 - ▣ K Strategies - public outreach
 - ▣ National Service Research - survey
 - ▣ Quimby McCoy Preservation Architecture – historic and cultural planning
 - ▣ Verdunity – transportation planning
- WRT proposal met the Business Inclusion and Development Plan goal

Consultant Team Leaders

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- Wallace Roberts & Todd – Comprehensive Plan Lead Consultant
 - ▣ National firm focusing on city and regional planning, urban design, landscape architecture and architecture
 - ▣ Completed over 200 park and open space planning projects
 - ▣ Established in 1963

Consultant Team Leaders

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- PROS Consulting – Recreation Master Plan Lead Consultant
 - Consulting and planning firm specializing in recreation
 - One of the primary consultants involved in the Renaissance Plan
 - Worked with over 700 park and recreation agencies providing master planning, strategic planning and other associated consulting services
 - Established in 1995

Planning Process Update

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- Consultant team began work in June 2014
 - ▣ Expect to complete process by June 2015
- Five community input meetings held at recreation centers in August 2014
 - ▣ August 5, 2014 - Janie C. Turner & Campbell Green
 - ▣ August 6, 2014 - Grauwlyer & Kiest
 - ▣ August 7, 2014 - Harry Stone
- Interviews with City Council members and Park Board members
 - ▣ Week of August 4, 2014

Next Steps

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- Completing interviews with City Council and Park Board members
- Completing stakeholder interviews in September 2014
- Operating, financial and condition assessments of facilities in September 2014
 - ▣ Recreation Centers
 - ▣ Athletic complexes
 - ▣ Golf courses
 - ▣ Tennis Centers

Next Steps

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- Online public engagement tool (Mindmixer) in September 2014
 - ▣ Allows interested citizens who were not able to attend the public meetings to respond to similar questions, state preferences for services and ask questions
 - ▣ Linked to DPR website
 - ▣ Will be active for several months
 - ▣ Input will be utilized in the assessment of services
- Additional public input meetings (Phase II)
 - ▣ Four to be held later this year

Next Steps

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- Citizens Survey
 - ▣ Statistically valid mail/phone/online survey in October 2014
 - Will be produced in English and Spanish
 - Will be mailed out to 8,000 to 10,000 households (distributed geographically)
 - Will be linked to DPR website with notifications on all DPR social media platforms
 - Will be emailed to all existing email databases (City Council, neighborhood associations, friends groups, etc.)
 - Will establish a 1-800 number for citizens to provide responses
 - ▣ Plan to achieve a 95% level of confidence
 - ▣ Managed by National Survey Research
 - Local firm that conducts surveys nationwide for a variety of public and private clients including Fortune 500 companies
 - Conducted survey for the 2002 Renaissance Plan



RECREATION MASTER PLAN AND COMPREHENSIVE PLAN UPDATE

DALLAS PARK AND RECREATION DEPARTMENT
QUALITY OF LIFE COMMITTEE



Memorandum



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DATE September 5, 2014

TO Honorable Members of the Quality of Life & Environment Committee: Dwaine R. Caraway (Chair), Sandy Greyson (Vice Chair), Adam Medrano, Rick Callahan, Carolyn R. Davis, and Lee M. Kleinman

SUBJECT September 10, 2014 Consent Agenda for Water Utilities Capital Projects – **Items #33 & #34**

The Eastside Water Treatment Plant was originally constructed in the 1960s and expanded to 440 million gallons per day (MGD) in three stages. Currently the Eastside Water Treatment Plant supplies approximately half of the treated water delivered to the City of Dallas and its customer cities.

In June 2010, City Council approved a contract with Black & Veatch Corporation (B&V) to perform engineering of the recommended water quality improvements at the Eastside Water Treatment Plant. The contract and the planned supplemental agreements included design and construction phase services for changes to the treatment process, including enhanced coagulation and biological filtration, for improved water quality and disinfection stability.

The construction was designed in a phased approach to implement the treatment process changes recommended in the water quality study. The first construction project, awarded in June 2012, included electrical distribution improvements and modification of filter Stages I – III to facilitate filter to waste operation and changes to the hydraulic conduits pre- and post-filter to provide for improved filter operation and reliability and to accommodate the transition to biologically active filters.

Items 33 and 34 on the September 10, 2014 consent agenda are for furthering the implementation of the water quality study recommendations completed in 2009. Details of the items are below:

Agenda Item 33 is to authorize the award of a construction contract to Oscar Renda Contracting, Inc. for an amount not to exceed \$79,259,374. This project includes the modifications to the flocculation and sedimentation basins which will allow the transition to the enhanced coagulation while bringing the basins in compliance with the current TCEQ regulations for basin loading rates. The project replaces flocculation and residuals collection equipment, increases the flocculation time, and improves hydraulics to promote flow through the basins. This includes demolition of the existing basins and installation of a pier supported structural foundation to provide structural stability for the new equipment, floors and walls.

Agenda Item 34 is to authorize Supplemental Agreement No. 3 to the professional service contract with Black & Veatch Corporation for additional engineering services for a not to exceed amount of \$6,284,000, from 10,217,885 to \$16,501,885. This supplemental agreement includes design services for the Biological Filtration Optimization Improvements including a required non-chlorinated backwash pump station and associated chemical storage & feed improvements, Programmable Logic Controllers, and SCADA used for operating the system. The engineer will also provide conceptual design services for residuals improvements at Eastside Water Treatment Plant addressing hydraulic and capacity limitations of the current residuals lagoons and the use of off-site lagoons. Construction phase services for the flocculation and sedimentation basin project (Item 33) are included in this item.

Completion of these projects is an integral step for the full implementation of the recommendations from the water quality study to achieve a more stable chemical and biological water quality throughout the entire water distribution system. The implementation of enhanced coagulation and biological filtration will reduce the number of redwater incidents in the distribution system as well as meet the TCEQ and EPA's regulatory requirements for treated water and disinfection by-products.

Please let me know if you should need additional information or require additional information.



Mark McDaniel
Assistant City Manager

cc: A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
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Jo M. Puckett, P.E., Director, Dallas Water Utilities

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SUBJECT Briefing Forecast

The committee will review and provide guidance to staff on upcoming and requested briefings for upcoming meetings. The table below summarizes these requests:

Briefing/Information Request	Requestor	Department/Status
1. Animal Services Registrations	Committee	Code Compliance
2. Tree Trimmings/Brush & Bulky Trash Service	Greyson	Sanitation Services
3. Targeted Animal Control Enforcement	Council	Code Compliance
4. Improving Responsiveness to Customer Service Requests	Caraway	Various Departments
5. Park Impact Ordinance	Committee	Park & Recreation
6. Cadillac Heights Park	Caraway	TBD
7. Barking Dog Enforcement & Best Practices	Greyson	Animal Services
8. Pocket Parks	Greyson	Park & Recreation
9. Task Force on Gunfire and Fireworks	Callahan	TBD
10. Citizen Action Teams for Sidewalk Repairs	Callahan	TBD
11. Proposed Adopt an Intersection Program	Callahan	TBD
12. Noise Abatement Strategy	Callahan	TBD
13. Strengthened Panhandler Ordinance	Callahan	TBD

Please contact me if you have any questions or require additional information.

A handwritten signature in blue ink that reads "Joey Zapata".

Joey Zapata
Assistant City Manager

c: Honorable Mayor and Members of the City Council
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