

ARTS, CULTURE & LIBRARIES COMMITTEE
DALLAS CITY COUNCIL COMMITTEE AGENDA

RECEIVED

2016 SEP 15 PM 3:52

CITY SECRETARY
DALLAS, TEXAS

MONDAY, SEPTEMBER 19, 2016
CITY HALL
COUNCIL BRIEFING ROOM 6ES
1500 MARILLA
DALLAS, TX 75201
3:00 P.M. – 4:30 P.M.

Chair, Mayor Pro Tem Monica R. Alonzo
Vice-Chair, Councilmember Mark Clayton
Deputy Mayor Pro Tem Erik Wilson
Councilmember Carolyn King Arnold
Councilmember Jennifer S. Gates
Councilmember Scott Griggs

Call to Order

1. Approval of August 15, 2016 Minutes

BRIEFINGS

2. Deal Points for Proposed Amendments to the AT&T Performing Arts Center Contract

Jennifer Scripps
Director, Office of Cultural Affairs

Doug Curtis
President and CEO
AT&T Performing Arts Center
3. Bureau of Vital Statistics at the Library

Jo Giudice
Director, Dallas Public Library

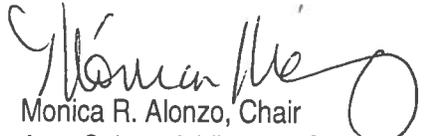
4. **UPCOMING AGENDA ITEM**

SEPTEMBER 28, 2016

Agenda Item #31 - Authorize (1) the acceptance of two grants through the Texas State Library and Archives Commission: the Special Projects Grant in the amount of \$75,000, the Library Cooperation Grant in the amount of \$75,000; (2) the receipt and deposit of program income for the Library Cooperation Grant in an amount not to exceed \$10,000 generated from GED Testing Center activities; (3) the establishment of appropriations not to exceed \$10,000 in the GED Testing Center Program income fund to be used for other eligible activities and (4) execution of the grant agreements – Total not to exceed \$150,000 – Financing: Texas State Library and Archives Commission Grant Funds

A quorum of the City Council may attend this Council Committee meeting

Adjourn


Monica R. Alonzo, Chair
Arts, Culture & Libraries Committee

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.
6. Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

Arts, Culture & Libraries Committee Meeting Record

Meeting Date: August 15, 2016

Convened: 3:05 p.m.

Adjourned: 4:11 p.m.

Committee Members Present:

Monica R. Alonzo, Chair
Mark Clayton, Vice-Chair
Deputy Mayor Pro Tem Erik Wilson
Carolyn King Arnold
Jennifer S. Gates
Scott Griggs

Committee Members Absent:

Briefing Presenters:

Jo Giudice
Director, Dallas Public Library

Jennifer Scripps, Director, Office of
Cultural Affairs

Council Members Present:

Staff Present:

Anne Adiele, Benjamin Espino, David Fisher, Clifton Gillespie, Don Knight, George Landis, Clinton Lawrence, Harold Steward, Joey Zapata

Special Guests:

Jill Bernstein and Tamara Wotton Forsyth, Dallas Museum of Art

AGENDA:

1. **Approval of June 20, 2016 Minutes**

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s): Approve the minutes of June 20, 2016.

A motion was made to approve the minutes of June 20, 2016

Motion made by: Erik Wilson

Item passed unanimously:

Item failed unanimously:

Motion seconded by: Mark Clayton

Item passed on a divided vote:

Item failed on a divided vote:

2. Dallas Public Library: FY 16 – 17 Outlook

Presenter(s): Jo Giudice, Director, Dallas Public Library

Information Only:

Action Taken/Committee Recommendation(s):

The Dallas Library Department briefed the Committee on the Library's fiscal year outlook.

The Chair requested the location of the Dallas B.R.A.I.N program in new locations.

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 FY 2016 – 17 Budget Summary and Season Preview

Presenter(s): Jennifer Scripps, Director, Office of Cultural Affairs

Information Only:

Action Taken/Committee Recommendation(s):

The Office of Cultural Affairs briefed the Committee on the fiscal year 2016 – 2017 budget summary and season preview.

The Committee requested options to increase the use of recreation centers and library black box theaters for increased cultural offerings throughout Dallas.

Motion made by:

Motion seconded by:

Item passed unanimously:

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

4. Dallas Public Library: Integrated Library System Maintenance and Support Renewal

Presenter(s): Jo Giudice, Director, Dallas Public Library

Information Only:

Action Taken/Committee Recommendation(s):

By memorandum, the Committee was informed about an upcoming September 14, 2016, council agenda item for authorization of a five-year service contract with Innovative Interfaces, Incorporated dba Polaris for maintenance and support of the Polaris Integrated Library System, in the amount of \$1,347,207.04.

Motion made by:

Motion seconded by:

Item passed unanimously:

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

Mayor Pro Tem Monica R. Alonzo
Chair

Memorandum



CITY OF DALLAS

DATE September 16, 2016

Honorable Members of the Arts, Culture & Libraries Committee: Mayor Pro Tem Monica R. Alonzo (Chair), Mark Clayton (Vice-Chair), Deputy Mayor Pro Tem Erik Wilson, Carolyn King Arnold, Jennifer S. Gates, Scott Griggs

SUBJECT **Deal Points for Proposed Amendments to the AT&T Performing Arts Center Contract**

On September 19, 2016, the Arts, Culture, and Libraries Committee will be briefed on deal points for proposed amendments to the AT&T Performing Arts Center contract for \$1.5M by Jennifer Scripps, Director of the Office of Cultural Affairs and Doug Curtis, President and CEO of the AT&T Performing Arts Center.

The briefing materials are attached for your review.

Please contact me if you have any questions or need 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
A.C. Gonzalez, City Manager
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Eric D. Campbell, Assistant City Manager
Mark McDaniel, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council



Office of Cultural Affairs
CITY OF DALLAS

Deal Points for Proposed Amendments to the AT&T Performing Arts Center Contract

Briefing to the Arts, Culture & Libraries Committee

September 19, 2016



Purpose of the Briefing

- Provide an overview of the draft deal points for an amendment to the AT&T Performing Arts Center contract

Overview of 2016-2017 Proposed OCA Budget

Service	FY 2015-16 Budget	FY 2016-17 Proposed Budget
Cultural Services Contracts ¹	6,909,238	6,366,893
City-Owned Cultural Venues ²	11,971,824	14,396,564
Public Art For Dallas	456,429	481,313
TOTAL	19,337,491	21,244,770
<i>Pending Amendment:</i>		
Hotel Occupancy Tax allocation increase	N/A	98,747
REVISED TOTAL	19,337,491	21,343,517

Service	FY 2015-16 Budget	FY 2016-17 Proposed Budget
WRR Municipal Radio	2,054,549	2,032,482

Footnotes:

1. Reduction due to pending reallocation of funds for Fair Park management agreement (\$132,675), transfer insurance allocation to Cultural Venues bid (\$285,000), and adjustments to personnel and other internal operational expenses (\$124,670).
2. Increase due to ATTPAC service increase (\$1.5 million), security and custodial costs (\$665,000), personnel and other operational expense adjustments (\$259,000).

ATTPAC Background:

- The City owns the Winspear Opera House and Wyly Theater, and originally contributed \$17M for construction + \$9M for land, out of a total budget \$360M (7.2% of total)
 - City construction money built right-of-way infrastructure and Annette Strauss Square
- Currently the City pays up to \$2.5M for annual operating support
- Proposed term is for 10-year contract amendment and is a part of a larger debt relief deal that ATTPAC has secured:
 - Total construction debt is \$151M
 - Banks are forgiving \$45M
 - Private donor funds have paid \$56M in cash, and \$8M in donor pledges are being paid
 - ATTPAC is going to raise another \$27M
 - City portion of \$15M in increased support for services over 10 years allows more cash for debt repayment and provides for long-term viability of ATTPAC

AT&T Performing Arts Center

- The City is contracting for \$1.5M in new artistic services, including:
 - Ticketing and marketing for smaller arts organizations
 - Dallas Arts Month support
 - Artistic space in the Wyly (“Elevator Project”)
 - Community stage
 - Community ticketing
 - Rush ticketing for the arts community
 - Support for other City programming
 - Front-of-house training
 - CPH parking
- Arts organizations have helped refine these benefits, with particular scrutiny of artistic space availability, marketing and ticketing, and the community stage

Item	Programs Benefit Value	+10% OCA org Participation	+25% OCA org Participation	+50% OCA org Participati
Marketing Services				
- E-Blast	\$26,693	\$140,683	\$351,708	\$703,416
- OCA Culture Calendar				
Community Programs				
- Community Stage				
- Dallas Arts Month				
- Dallas Police Department	\$272,729	n/a	n/a	n/a
- Artist Rush Tickets				
- Donated Tickets				
Performance Spaces	\$198,940	n/a	n/a	n/a
Ticketing Services				
- E-Ticketing	\$2,160	\$288,650	\$721,750	\$1,443,650
- Marketing				
Parking Support	\$90,450	n/a	n/a	n/a
Operational Support				
- Patron Services Analysis	\$35,470	n/a	n/a	n/a
- Patron Relations Training				
SUBTOTAL	\$626,442	\$429,333	\$1,073,458	\$2,147,066

ESTIMATED TOTAL VALUE = \$1,700,000 annually

(Programs + 25% participation by OCA supported groups for marketing and ticketing services)

Additional Services and Support Provisions

- Timing of payment(s)
- Transparent and customer-friendly marketing of these services by ATTPAC – e.g., information sessions for all OCA supported arts organizations twice a year (possibly January and July of each year)
- Quarterly usage report by ATTPAC to OCA and schedule a quarterly business review to document/track services provided
- Annual review and update of support services by the Director of the OCA and the ATTPAC Director of External Affairs
- Possible early termination language or at the end of year 10

Financial and Long-Term Consideration

- Obtain assurance that City support allows ATTPAC to relieve debt over next 10 years
- Protect City's interest in case of full range of financial scenarios
- Investigate other sources of revenue generation that reduce City obligations. E.g., possibly increase ticket surcharges for City's capital maintenance fund obligations

Impact on OCA per the Cultural Policy

- Section II: Methods of Implementation

- A. Procurement of Cultural Services:

- 5. Increases to the Office of Cultural Affairs' budget for contractual services by, and indirect support to, organizations whose mission is not culturally specific shall be accompanied by corresponding percentage increases to the budget for services by, and indirect support to, culturally specific and ethnic organizations/artists

Proposed Cultural Equity Funding Enhancements:

Sources	Funds	Uses	Funds
Arts Endowment Fund	137,762	Community Artist Program	76,509
General Fund: Unallocated funds due to projected HOT increase	98,747	Cultural Vitality Program	75,000
General Fund: In-kind, loss of revenue	25,000	Cultural center programming	50,000
General Fund: COP reallocation	23,491	Free/reduced cost facility rental at COP partner- managed venues	33,491
		Free/reduced cost facility rentals at OCA managed venues	25,000
		Arts Month programming	25,000
TOTAL	\$ 285,000	TOTAL	\$ 285,000

Next Steps:

- With direction from ACL, prepare a draft contract amendment
- Schedule draft contract amendment for ACL review on October 17th and City Council consideration on October 26th

Memorandum



CITY OF DALLAS

DATE September 16, 2016

TO Honorable Members of the Arts, Culture & Libraries Committee: Mayor Pro Tem Monica R. Alonzo (Chair), Mark Clayton (Vice Chair), Jennifer S. Gates, Deputy Mayor Pro Tem Erik Wilson, Scott Griggs, Carolyn King Arnold

SUBJECT **Bureau of Vital Statistics at the Library**

On September 19, 2016, the Arts, Culture, and Libraries Committee Dallas will be briefed on the move of the Bureau of Vital Statistics to the J. Erik Central Library.

The briefing materials are attached for your review.

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

A handwritten signature in blue ink, appearing to read 'Joey Zapata'.

Joey Zapata,
Assistant City Manager

c: Honorable Mayor and Members of the City Council
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

Bureau of Vital Statistics at the Library

Briefing to the Arts, Culture and Libraries Committee

September 19, 2016



Purpose

- ▶ Provide an overview of the move of The Bureau of Vital Statistics to the J. Erik Jonsson Central Library
 - ▶ Bookends closes
 - ▶ Vital Statistics overview of services
 - ▶ New engagement opportunities for the Library
 - ▶ Long-term goals

Bookends @ the Central Library

- ▶ Established in 1985 as a place to sell used library books
- ▶ BookEnds closed on July 31, 2016
- ▶ Used books will be sold by the Friends of the Dallas Public Library via bi-annual sales in January and July



Vital Statistics Facts

- ▶ Responsible for:
 - ▶ Registration of all births and deaths within the city limits of Dallas
 - ▶ Preservation of records
 - ▶ Issuance of births and deaths certificates
 - ▶ Issuance of cremation and burial transit permits
 - ▶ Acknowledgment of paternity

The numbers

	Monthly Average FY 15-16
Customers @ Counter	4,220
Requests by Mail	112
Requests On-line	320
Births Registered	2,730
Birth Certificates Sold	5,000
Death Certificates Sold	1,100

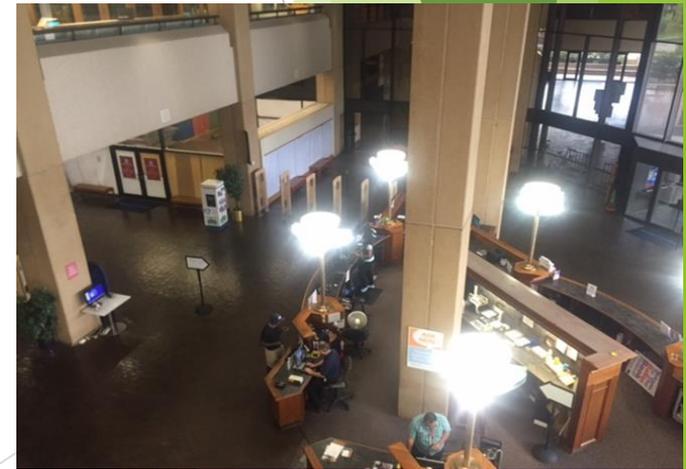
Fees for Records

ITEM	FEE
Birth Certificates (Search and/or Certified Copy)	\$23
Birth Certificates outside the city of Dallas but within the State of Texas (Search and/or Certified Copy)	\$23
Death Certificates (Search and/or Certified Copy)	\$21
Additional Death Certificates (Certified Copy of the same death record ordered at the same time)	\$4
Notary Service for each document notarized	\$6
Subpoena Fee	\$1 plus the cost of the records
Mail Fee	\$1
Fees are non-refundable and non-transferable if a record is not found	

Fees are regulated by TX Department of State Health Services (DSHS)

Library Opportunities

- ▶ Library program information on display inside The Bureau of Vital Statistics
- ▶ Library staff engaging waiting customers
 - ▶ Showcasing the Central Library
 - ▶ Information on ESL/GED and other learning opportunities
 - ▶ Sign up for library cards and register to vote



Long-Term Goals

- ▶ Open Downtown Branch/1st floor of the Central Library earlier to match The Bureau of Vital Statistics hours (8:30am)



Additional Information

- ▶ Vital Statistics Office Hours: 8:30am - 4:30pm Monday through Friday
- ▶ Telephone: (214) 670-3092
- ▶ For copy of application, requirements, and additional information, visit: www.dallasvitalstatistics.com



AGENDA ITEM # 29

KEY FOCUS AREA: Culture, Arts and Recreation and Educational Enhancements

AGENDA DATE: September 28, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Library

CMO: Joey Zapata, 670-1204

MAPSCO: N/A

SUBJECT

Authorize **(1)** acceptance of two grants through the Texas State Library and Archives Commission for the period September 1, 2016 through August 31, 2017: Special Projects Grant in the amount of \$75,000 and Library Cooperation Grant in the amount of \$75,000; **(2)** the receipt and deposit of program income in the amount of \$10,000 for the Library Cooperation Grant generated from GED Testing Center activities; **(3)** the establishment of appropriations in the amount of \$10,000 in the GED Testing Center Program income fund to be used for other eligible activities; and **(4)** execution of the grant agreements - Total not to exceed \$160,000 - Financing: Texas State Library and Archives Commission Grant Funds (\$150,000) and Estimated Program Income (\$10,000)

BACKGROUND

Texas State Library and Archives Commission (TSLAC) awards competitive grants to libraries and regional library systems across the state to support literacy and educational initiatives. The Dallas Public Library received two of these grants from TSLAC.

Special Projects Grant, in the amount of \$75,000, to provide continued staffing for its Homeless Engagement Initiative at the J. Erik Jonsson Central Library. The collaborative project between the Dallas Public Library, the Friends of the Dallas Public Library and CitySquare's AmeriCorps program provides services to approximately 1,800 homeless customers annually. This grant will support a full-time Coordinator II and part-time Customer Service Representative who will oversee the specialized services and community partnerships available through this program.

BACKGROUND (Continued)

Library Cooperation Grant, in the amount of \$75,000, to provide continued staffing for the GED Testing Center at the J. Erik Jonsson Central Library. The GED Testing Center was established with a gift from Atmos Energy, through the Friends of the Dallas Public Library, and provides GED test-taking and workforce development resources to approximately 3,200 adults a year. This grant will support the salary of a full-time Coordinator I and part-time Library Associate who oversee operations of the Testing Center.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Arts, Culture & Libraries Committee on September 19, 2016.

FISCAL INFORMATION

\$150,000 - Texas State Library and Archives Commission Grant Funds

\$ 10,000 - Estimated Program Income (generated from GED Testing Center Activities)

September 28, 2016

WHEREAS, the Texas State Library has awarded the City of Dallas, Dallas Public Library, funds to enhance community engagement and child literacy efforts, including the Special Projects Grant to support staff salaries for the Library's Homeless Engagement Initiative, the Library Cooperation Grant to support staff salaries for the GED Testing Center; and

WHEREAS, it is recommended that the City Manager is authorized to accept the grant funds in an amount not to exceed \$150,000; and

WHEREAS, it is recommended that the program income generated by the Library Cooperation Grant - GED Testing Center, estimated to be \$10,000 for FY 2016-17, be retained by the Library to carry out eligible activities in accordance with the Texas State Library and Archives Commission.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager is hereby authorized to **(1)** accept two grants through the Texas State Library and Archives Commission for the period September 1, 2016 through August 31, 2017: Special Projects Grant (Grant No. 478-17005, CFDA No. 45.310) in the amount of \$75,000 and Library Cooperation Grant (Grant No. 479-17004, CFDA No. 45.310) in the amount of \$75,000; **(2)** receive and deposit program income in the amount of \$10,000 for the Library Cooperation Grant generated from GED Testing Center activities; and **(3)** execute the grant agreements and other documents required by the grant.

Section 2. That the Chief Financial Officer is hereby authorized to receive and deposit grant funds into Fund F499, Department LIB, Unit 2053, Revenue Source 6506 in an amount not to exceed \$75,000; and Fund F500, Department LIB, Unit 2054, Revenue Source 6506 in an amount not to exceed \$75,000.

Section 3. That the City Manager is hereby authorized to establish appropriations in accordance with the grant agreements in Special Projects Fund F499, Department LIB, Unit 2053, various object codes in an amount not to exceed \$75,000; and Library Cooperation Fund F500, Department LIB, Unit 2054, various object codes in an amount not to exceed \$75,000, according to the attached Schedule.

Section 4. That the Chief Financial Officer is hereby authorized to disburse funds from Fund F499, Department LIB, Unit 2053, various object codes in an amount not to exceed \$75,000; and Fund F500, Department LIB, Unit 2054, various object codes in an amount not to exceed \$75,000 in accordance with the grant agreements for the Special Projects Grant and Library Cooperation Grant, according to the attached Schedule.

September 28, 2016

Section 5. That the Chief Financial Officer is hereby authorized to receive and deposit program income in an amount not to exceed \$10,000 for the Library Cooperation Grant in Fund F500, Department LIB, Unit 2054, Revenue Source 7291.

Section 6. That the City Manager is hereby authorized to establish appropriations in F500, Department LIB, Unit 2054 in various object codes in an amount not to exceed \$10,000 for the estimated program income, according to the attached Schedule.

Section 7. That the Chief Financial Officer is hereby authorized to disburse grant funds from F500, Department LIB, Unit 2054, various object codes in an amount not to exceed \$10,000, according to the attached Schedule.

Section 8. That the City Manager is hereby authorized to reimburse to the granting agency any expenditure identified as ineligible. The City Manager shall notify the appropriate City Council Committee of expenditures identified as ineligible not later than 30 days after the reimbursement.

Section 9. That the City Manager shall keep the appropriate City Council Committee informed of all final granting agency monitoring reports not later than 30 days after the receipt of the report.

Section 10. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.