

Budget, Finance & Audit Committee

Meeting Record- DRAFT

Meeting Date: February 1, 2016

Convened: 1:05 pm

Adjourned: 2:36 pm

Committee Members Present:

Jennifer S. Gates, Chair
Philip T. Kingston, Vice-Chair

Erik Wilson
Rickey D. Callahan

Lee M. Kleinman
Scott Griggs

Committee Members Absent:

N/A

Other Council Members Present:

N/A

Staff Present:

Jeanne Chipperfield
Craig D. Kinton
Lance Sehorn
Randall Hanks
Tony Aguilar
Mamatha Sparks
Mark Duebner

Mike Frosch
Stephanie Cooper
Carol Smith
Ron King
Rowena Zhang
Daniel Genz
Sean McGrew

Zarin Gracey
Juanita Ortiz
Corrine Steeger
J.D. Travis
Robert Valles
Robert Sims
Clifton Gillespie

William Finch
Jody Puckett
Ryan Rogers
Sam Wilson
Amy Messer
Zeronda Smith

Filicia Hernandez
Robert Rubel
Lee Chiang
John Johnson
Edward Scott
Jack Ireland

Others Present:

N/A

AGENDA:

Call to Order

1. Consideration of the January 19, 2016 Minutes

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to approve the January 19, 2016 minutes. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Erik Wilson

3. Office of the City Auditor: Fiscal Year 2016 Second Quarter Update

Presenter(s): Craig D. Kinton, City Auditor

Information Only: X

Action Taken/Committee Recommendation(s):

Councilmember Kleinman requested information regarding mechanic training policies and agreed with Councilmember Callahan in supporting cross-training mechanics for city-wide use. Committee members supported drafting a policy prohibiting the purchase of City-owned items by councilmembers.

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2. **Convention and Event Services: Enterprise Fund Overview**

Presenter(s): Ron King, Director, Convention and Event Services

Information Only: X

Action Taken/Committee Recommendation(s):

Councilmember Callahan requested historical Debt Service information on the Kay Bailey Hutchison Convention Center and Councilmember Kingston requested information on the incentives offered through the Convention and Visitor's Bureau for city-wide events.

FYI

3. **November 2015 Financial Forecast Report**

Presenter(s):

Information Only: X

Action Taken/Committee Recommendation(s):

N/A

4. **Quarterly Investment Report as of December 31, 2015**

Presenter(s):

Information Only: X

Action Taken/Committee Recommendation(s):

N/A

UPCOMING AGENDA ITEMS:

February 10, 2016 City Council Meeting

- A. Agenda Item #3: Authorize (1) an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and (2) a one-year agreement for Excess Workers' Compensation Insurance through, and subject to, approval by the executive board of Texas Municipal League Intergovernmental Risk Pool - Not to exceed \$525,000 - Financing: Current Funds (subject to appropriations)**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

- B. Agenda Item #4: Authorize a three-year service contract for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents - HSQ Technology, A Corporation, only proposer - Not to exceed \$293,850 - Financing: Stormwater Drainage Management Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

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- C. Agenda Item #5: Authorize a three-year professional services contract, with two one-year renewal options, for sales tax compliance review and recovery services - TexasCityServices, LLC, most advantageous proposer of four - Estimated Net Annual Revenue: \$558,600**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

- D. Agenda Item #6: Authorize the purchase of one airfield passenger bus for Love Field – Cobus Industries, LP, most advantageous proposer of two – Not to exceed \$398,500 - Financing: Aviation Current Funds**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

- E. Agenda Item #7: Authorize a three-year master agreement for waste collection roll carts – Toter, LLC through the Houston–Galveston Area Council of Governments - Not to exceed \$6,038,800 - Financing: Sanitation Current Funds**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

- F. Agenda Item #8: Authorize a three-year master agreement for electrical supplies – Crawford Electric Supply Co., lowest responsible bidder of six - Not to exceed \$7,618,837 - Financing: Current Funds (\$3,396,203), Water Utilities Current Funds (\$3,833,547), Aviation Current Funds (\$198,839) and Stormwater Drainage Management Current Funds (\$190,248)**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

- G. Agenda Item #9: Authorize supplemental agreement no. 5 to exercise the second one-year renewal option of the service contract with Austin Ribbon & Computer Supplies, Inc. for the lease or purchase of desktop computers, computer related equipment, accessories and various managed services - Not to exceed \$3,406,977, from \$34,798,253 to \$38,205,230 – Financing: Current Funds (subject to appropriations)**

A motion was made to forward to the City Council on Wednesday, February 10, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

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Adjourn

Jennifer S. Gates, Chair
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