

Budget, Finance & Audit Committee

Meeting Record

Meeting Date: April 18, 2016

Convened: 1:08 pm

Adjourned: 2:19 pm

Committee Members Present:

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

Rickey D. Callahan
Lee M. Kleinman

Scott Griggs
Eric Wilson

Committee Members Absent:

N/A

Other Council Members Present:

N/A

Staff Present:

Jeanne Chipperfield
Craig D. Kinton
Barbara McAninch
Michael Frosch
Stephanie Cooper

Jack Ireland
Akilah McLaughlin
William Finch
Lance Sehorn
Karen Plunkett

Robert Sims
Don Knight
Mark Duebner
Stephonie McHenry
Robert Williams

Auro Majumdar
Errick Thompson

Others Present:

N/A

AGENDA:

Call to Order

1. **Consideration of the April 4, 2016 Minutes**

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to approve the April 4, 2016 minutes. Motion passed unanimously.

Motion made by: Philip Kingston

Motion seconded by: Lee Kleinman

2. **Sanitation Services: Enterprise Fund Overview**

Presenter(s): Kelly High, Director, Sanitation Services

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

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3. **Street Rental / Franchise Fee Collections for City-Owned Utilities**

Presenter(s): Jeanne Chipperfield, Chief Financial Officer

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

FYI

4. **February 2016 Financial Forecast Report**

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s):

N/A

UPCOMING AGENDA ITEMS:

April 27, 2016 City Council Meeting

- A. Authorize a three-year service contract for traffic counting services – Quality Traffic Data, LLC, most advantageous proposer of four - Not to exceed \$318,000 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, April 20, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- B. Authorize a three-year service contract for courier services - Reliable Couriers, lowest responsible bidder of seven - Not to exceed \$347,864 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, April 20, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

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- C. Authorize a three-year service contract for graphic design services - El Creative, Inc., most advantageous proposer of ten - Not to exceed \$550,105 - Financing: Current Funds (\$535,880), Stormwater Drainage Management Current Funds (\$9,740) and Aviation Current Funds (\$4,485) (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, April 20, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- D. Authorize a three-year master agreement for herbicides and pesticides for citywide use – SiteOne Landscape Supply, LLC in the amount of \$731,779, Rentokil North America, Inc. dba Target Specialty Products in the amount of \$467,501, BWI Dallas/Ft. Worth in the amount of \$434,209, Winfield Solutions LLC in the amount of \$196,725, Red River Specialties, Inc. in the amount of \$160,457, N-Gulf, LLC dba Ameriturf in the amount of \$149,083, Turf Care of Texas, LLC in the amount of \$103,935 and Helena Chemical Company in the amount of \$86,879, lowest responsible bidders of nine - Total not to exceed \$2,330,568 - Financing: Current Funds (\$2,079,210), Aviation Current Funds (\$157,773), Water Utilities Current Funds (\$71,184), Sanitation Current Funds (\$17,654) and Stormwater Drainage Management Current Funds (\$4,747)**

A motion was made to forward to the City Council on Wednesday, April 20, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- E. Authorize a five-year master agreement, with three one-year renewal options, for the purchase of ruggedized mobile data computers - VetSource Mobility, LLC, most advantageous proposer of eight – Not to exceed \$8,739,789 – Financing: Municipal Lease Agreement Funds (subject to appropriations)**

A motion was made to forward to the City Council on Wednesday, April 20, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

Adjourn

Jennifer S. Gates, Chair
Budget, Finance & Audit Committee