

Budget, Finance & Audit Committee

Meeting Record

Meeting Date: June 20, 2016

Convened: 1:02 pm

Adjourned: 2:42 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
Michael Frosch
Stephanie Cooper
Jill Jordan
William Finch

Jack Ireland
Akilah McLaughlin
Lance Sehorn
Edward Scott
Anthony Asaad
Robert Sims

Dianne Gibson
Tammy Palomino
Obeng Opokku-Acheampong
Zaida Basora
Stephanie McHenry

Rick Galceran
Jo Giudice
Clinton Lawrence
Zack Kuentz
Susan Alvarez
Erick Thompson

Kelly High
Donzell Gibson
Louise Elam
Kris Sweckard
David Fisher
Daisy Fast

Others Present:

N/A

AGENDA:

Call to Order

1. **Consideration of the June 6, 2016 Minutes**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to approve the June 6, 2016 minutes. Motion passed unanimously.

Motion made by: Philip Kingston

Motion seconded by: Rickey Callahan

2. **Study of Fees for Service**

Presenter(s): Jack Ireland, Director

Information Only: X

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

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3. **Overview of Contract for Graphic Design Services**

Presenter(s): Mike Frosch, Director

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to move to City Council on Wednesday, June 22, 2016. Motion failed on a divided vote.

Motion made by: Erik Wilson

Motion seconded by: Jennifer Gates

A motion was made to not enter into a contract. Motion passed on a divided vote.

Motion made by: Scott Griggs

Motion seconded by: Philip Kingston

4. **2017 Bond Program Development Possible Revision to Financial Management Performance Criteria**

Presenter(s): Jeanne Chipperfield, Chief Financial Officer

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

5. **Bond Fund Uses, Savings and Reprogramming**

Presenter(s): Rick Galceran, Director

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

6. **FY 2015 Sunset Review Status Update**

Presenter(s): Jack Ireland, Director

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

FYI

7. **April 2016 Financial Forecast Report**

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s):

N/A

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UPCOMING AGENDA ITEMS:

June 22, 2016 City Council Meeting

- A. Agenda Item #2: Authorize a three-year service contract for volunteer coordination services with background checks - VolunteerNow, only proposer - Not to exceed \$343,350 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- B. Agenda Item #4: Authorize a one-year service contract for cloud services subscription for the IBM Tririga software for a citywide capital management system - IBM Corporation, through the Department of Information Resources, State of Texas Cooperative - Not to exceed \$298,800 - Financing: Current Funds (subject to appropriations)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- C. Agenda Item #5: Authorize a three-year service contract for the implementation of IBM Tririga software for a citywide capital management system – eCIFM Solutions, Inc., most advantageous proposer of six - Not to exceed \$549,125 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- D. Agenda Item #6: Authorize a three-year service contract, with a two-year renewal option, for legal document reproduction services - Delphi Legal Technologies, Inc., most advantageous proposer of seven - Not to exceed \$115,667 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- E. Agenda Item #8: Authorize a five-year subscription service contract for access to a web-based investigative subscription to assist Police in locating individuals involved in criminal and terrorism activities - TransUnion distributed by Carahsoft Technology Corp through The Cooperative Purchasing Network - Not to exceed \$679,401 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

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- F. Agenda Item #9: Authorize an acquisition contract for the purchase and installation of one laboratory analyzer (gas chromatograph mass spectrometer) for analytical laboratory testing for Water Utilities - All Business Machines, Inc. dba AttainIt, through the Texas SmartBuy - Not to exceed \$136,878 - Financing: Water Utilities Current Funds**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- G. Agenda Item #10: Authorize the purchase of one ozone generator – Xylem Water Solutions USA, Inc., only bidder – Not to exceed \$561,658 – Financing: Water Utilities Capital Construction Funds**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- H. Agenda Item #11: Authorize the purchase of (1) twenty three pieces of fleet vehicles and equipment - Hudson Bus Sales, LLC in the amount of \$2,665,662 and Metro Fire Apparatus Specialists, Inc. in the amount of \$7,053,525, through the Houston-Galveston Area Council of Governments; (2) one pumper truck - Brasada Ford, Ltd. in the amount of \$151,750 through the Texas Multiple Award Schedule; and (3) one excavator with mower attachment - Landmark Equipment, Inc. in the amount of \$107,399 through the Texas Association of School Boards - Total not to exceed \$9,978,336 - Financing: Municipal Lease Agreement Funds (\$9,321,400), Aviation Current Funds (\$549,537) and Stormwater Drainage Management Current Funds (\$107,399)**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- I. Agenda Item #12: Authorize a three-year master agreement for liquid carbon dioxide to be used in the water purification process - Ethanol Products, LLC, lowest responsible bidder of two - Not to exceed \$999,800 - Financing: Water Utilities Current Funds**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

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- J. Draft Addendum Item: Authorize Supplemental Agreement No. 9 to the contract with Xerox State and Local Solutions, Inc. (formerly ACS State and Local Solutions, Inc.) to extend the contract term from August 3, 2016 through September 14, 2016 for services related to meter operations and a parking management information system - Estimated Net Parking Revenue: \$937,500**

A motion was made to forward to the City Council on Wednesday, June 22, 2016. Motion passed on unanimous vote.

Motion made by: Rick Callahan

Motion seconded by: Erik Wilson

- K. Draft Addendum Item: Authorize (1) acceptance of the 2016-17 Veterans Treatment Court Grant from the Texas Veterans Commission's Fund for Veteran's Assistance for expansion of the South Oak Cliff Community Court to include the South Oak Cliff Veterans Treatment Court project for the period July 1, 2016 through June 30, 2017; (2) approval of creating two new full-time positions to execute the proposed project; and (3) execution of the grant agreement - Not to exceed \$300,000 - Financing: Texas Veterans Commission Grant Funds**

A motion was made to forward to the City Council on Wednesday, June 22, 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