

# Budget, Finance & Audit Committee

## Meeting Record- **DRAFT**

**Meeting Date:** September 8, 2015      **Convened:** 1:01 pm      **Adjourned:** 1:22 pm

### **Committee Members Present:**

Jennifer S. Gates, Chair	Erik Wilson	Lee M. Kleinman
Philip T. Kingston, Vice-Chair	Rickey D. Callahan	

### **Committee Members Absent:**

Scott Griggs

### **Other Council Members Present:**

N/A

### **Staff Present:**

Jeanne Chipperfield	Mike Frosch	Mark McDaniel	Robert Sims	Terry Lowery
Craig Kinton	Lance Sehorn	Corrine Steeger	Ayeh Powers	Zaida Basora
Edward Scott	Norman Seals	Rowena Zhang	Errick Thompson	Dawna Brown
Rick Galceran	Jing Xiao	Brittany Burrell	Yasmin Barnes	Filicia Hernandez

### **Others Present:**

N/A

### **AGENDA:**

#### **Call to Order**

#### **1. Consideration of the August 17, 2015 Minutes**

**Presenter(s):**

**Information Only:** \_

**Action Taken/Committee Recommendation(s):**

A motion was made to approve the August 17, 2015 minutes. Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Lee M. Kleinman

#### **2. Investment Policy Annual Review**

**Presenter(s):** Corrine Steeger, Assistant Director, City Controller's Office

**Information Only:** \_

**Action Taken/Committee Recommendation(s):**

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015. Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

#### **FYI:**

#### **3. July 2015 Financial Forecast Report**

#### **4. Quarterly Investment Report as of June 30, 2015**

# Budget, Finance & Audit Committee

## Meeting Record- **DRAFT**

### UPCOMING AGENDA ITEMS:

September 9, 2015 City Council Meeting

- A. **Agenda Item #2: Authorize a three-year service contract for ambulance power stretchers service and repair - San Antonio Equipment Repair, Inc. dba EMSAR of Texas, only bidder - Not to exceed \$182,850 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- B. **Agenda Item #3: Authorize a three-year service contract for chemical root control – Municipal Sales, Inc., lowest responsible bidder of two - Not to exceed \$900,500 - Financing: Water Utilities Capital Construction Funds (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- C. **Agenda Item #4: Authorize a five-year service contract for pest control services at City facilities - Shamrock Pest Control, Inc. in the amount of \$734,924 and Pest Management of Texas, Inc. in the amount of \$75,000, lowest responsible bidders of six - Total not to exceed \$809,924 - Financing: Current Funds (\$704,810), Department of State Health Services Grant Funds (\$31,260), Aviation Current Funds (\$27,010), Water Utilities Current Funds (\$18,418), Sanitation Current Funds (\$14,440), Convention and Event Services Current Funds (\$9,620) and Stormwater Drainage Management Current Funds (\$4,366) (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- D. **Agenda Item #7: Authorize the purchase of a bio-solids distribution vehicle – Texarkana Tractor Company dba Nor-Tex Tractor, lowest responsible bidder of two – Not to exceed \$474,954 - Financing: Water Utilities Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- E. **Agenda Item #9: Authorize a three-year master agreement for the purchase of veterinary drugs and supplies – Butler Animal Health Holding Company, LLC in the amount of \$2,101,318 and A-S Medication Solutions, LLC in the amount of \$295,200, lowest responsible bidders of three - Total not to exceed \$2,396,518 - Financing: Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

# **Budget, Finance & Audit Committee**

## **Meeting Record- DRAFT**

- F. **Agenda Item #10: Authorize supplemental agreement no. 1 to decrease the contract with DQS, Inc. (previously referred to as UL DQS, Inc.) for accredited registrar services for the International Organization for Standardization 9001:2008, International Organization for Standardization 14001:2004 and the Occupational Health and Safety Assessment Series 18001:2007 - Not to exceed (\$241,466), from \$1,202,364 to \$960,898 - Financing: Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.  
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

### **September 22, 2015 City Council Meeting**

- G. **Addendum Item: 2015 Personnel Rule Amendments**

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015.  
Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Philip T. Kingston

- H. **Addendum Item: Authorize the first renewal option of three to the Job Order Contract with (1) Kellogg Brown and Root, LLC, and METCO Engineering, Inc.**

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015.  
Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Philip T. Kingston

### **Adjourn**

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