

Budget, Finance & Audit Committee

Meeting Record- DRAFT

Meeting Date: October 5, 2015

Convened: 1:08 pm

Adjourned: 2:20 pm

Committee Members Present:

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

Erik Wilson
Rickey D. Callahan

Lee M. Kleinman

Committee Members Absent:

Scott Griggs

Other Council Members Present:

Casey Thomas, II

Staff Present:

Jeanne Chipperfield
Craig Kinton
Edward Scott
Nick Fehrenbach
Stephanie Cooper
Juanita Ortiz

Mike Frosch
J.D. Travis
Tommy Tine
Davis Fisher
Zarin Gracey
Wally Waits

William Finch
Anna Holmes
Terry Lowery
Zachary Peoples
Ileana Fernandez
Corrine Steeger

Barbara McAnich
Errick Thompson
Harold Holland
Lynetta Kidd
Ron King
Shareese Davis

Filicia Hernandez
Zack Kuentz
Jack Ireland
Zaida Basora
Obeng Opoku-Acheampong

Others Present:

N/A

AGENDA:

Call to Order

1. Consideration of the September 21, 2015 Minutes

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to approve the September 21, 2015 minutes. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Lee M. Kleinman

2. General Obligation Bond Sale

Presenter(s): Wallace Waits, Debt Manager, City Controller's Office

Information Only: _

Action Taken/Committee Recommendation(s):

Councilmember Kleinman requested information on the effect of the duration of the bonds on the entire portfolio of outstanding debt. A motion was made to authorize plans to proceed with bond sale and the payment of the expenses associated with the issuance of up to \$227 million General Obligation Refunding and Improvement Bonds, Series 2015 on the October 14th Council Agenda and Authorize the sale of up to \$227 million General Obligation Refunding and Improvement Bonds, Series 2015 on the October 28th Council Agenda. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Philip T. Kingston

Budget, Finance & Audit Committee

Meeting Record- DRAFT

3. Business Inclusion and Development Program Overview

Presenter(s): Zarin Gracey, Assistant Director, Business Development and Procurement Services

Information Only: _

Action Taken/Committee Recommendation(s):

Councilmember Gates requested a legal briefing regarding the proposed motion. Councilmember Kingston made a motion to forward to the City Council as an agenda item for consideration of a renewed study. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Erik Wilson

FYI:

4. August 2015 Financial Forecast Report

UPCOMING AGENDA ITEMS:

October 14, 2015 City Council Meeting

- A. Draft Agenda Item: Authorize (1) a sixteen-month service contract to establish a master agreement for meter lease and maintenance for four Pitney Bowes postage machines in the amount of \$54,656; and (2) a sixteen-month master agreement for postage in the amount of \$2,944,934 - Pitney Bowes, Inc., sole source - Total not to exceed \$2,999,590 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- B. Draft Agenda Item: Authorize a three-year service contract for plumbing services at City facilities - A Star Heat & Air, Inc., lowest responsible bidder of three - Not to exceed \$829,617 - Financing: Current Funds (\$246,161), Water Utilities Current Funds (\$388,291), Sanitation Current Funds (\$91,716), Aviation Current Funds (\$43,260), Convention and Event Services Current Funds (\$42,100) and Stormwater Drainage Management Current Funds (\$18,089) (subject to annual appropriations)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- C. Agenda Item #4: Draft Agenda Item: Authorize a three-year service contract for boat and motor repairs – Tommy’s Mobile Boat & Motor Service, Inc. in the amount of \$208,154 and Triad Marine & Industrial Supply, Inc. in the amount of \$27,000, lowest responsible bidders of two – Total not to exceed \$235,154 – Financing: Current Funds (\$124,284), Water Utilities Current Funds (\$100,460) and Stormwater Drainage Management Current Funds (\$10,410) (subject to annual appropriations)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

Budget, Finance & Audit Committee

Meeting Record- DRAFT

- D. Draft Agenda Item: Authorize a five-year service contract for preventative maintenance, parts and repair for the central utility plant at Love Field airport – Trane U.S., Inc., most advantageous proposer of three - Not to exceed \$2,313,720 - Financing: Aviation Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- E. Draft Agenda Item: Authorize the purchase of a broadcast transmitter and related equipment for WRR radio station - Nautel Maine, Inc., lowest responsible bidder of two - Not to exceed \$178,936 - Financing: WRR Capital Construction Funds**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- F. Draft Agenda Item: Authorize a three-year master agreement for reprographic printing - Thomas Reprographics dba Thomas Printworks, lowest responsible bidder of four - Not to exceed \$1,354,746 - Financing: Current Funds (\$1,305,670), Water Utilities Current Funds (\$25,907), Stormwater Drainage Management Current Funds (\$12,288) and Aviation Current Funds (\$10,882)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- G. Draft Agenda Item: Authorize a three-year master agreement for lumber and building materials - Craddock Lumber Company in the amount of \$1,833,247, Big D Lumber Company in the amount of \$276,950 and Simba Industries in the amount of \$8,760, lowest responsible bidders of four - Total not to exceed \$2,118,957 - Financing: Current Funds (\$1,185,533), 2015-16 Community Development Block Grant Funds (\$392,752), Aviation Current Funds (\$181,423), Water Utilities Current Funds (\$169,738), Stormwater Drainage Management Current Funds (\$100,758), Convention and Event Services Current Funds (\$79,124) and Sanitation Current Funds (\$9,629)**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

Budget, Finance & Audit Committee

Meeting Record- DRAFT

- H. **Draft Agenda Item: Authorize payment of annual membership fees and continuation of arrangements for providing specialized municipal-related services to Gartner, Inc. (IT Executives and Leaders) in the amount of \$121,089, North Central Texas Council of Governments in the amount of \$124,427, North Texas Commission in the amount of \$93,320, Oncor Cities Steering Committee in the amount of \$160,169, Texas Coalition of Cities For Utility Issues in the amount of \$51,243, Texas Municipal League in the amount of \$51,947, Water Environment Research Foundation in the amount of \$80,820, and Water Research Foundation in the amount of \$243,998 - Total not to exceed \$927,013 - Financing: Current Funds (\$602,195) and Water Utilities Current Funds (\$324,818)**

A motion was made to forward to the City Council without a recommendation for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Rickey D. Callahan

- I. **Draft Agenda Item: Authorize Supplemental Agreement No. 1 to the contract with Campos Engineering, Inc. for additional engineering services for renovation of the east kitchen at the Kay Bailey Hutchison Convention Center Dallas located at 650 South Griffin Street - Not to exceed \$88,500, from \$49,950 to \$138,450 - Financing: 2009 Convention Center Revenue Bonds**

A motion was made to forward to the City Council with support for Wednesday, October 14, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

Adjourn

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