

Memorandum



CITY OF DALLAS

DATE September 11, 2017

TO Honorable Members of the Government Performance & Financial Management Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson, Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Upcoming Draft Agenda Items**

September 20, 2017

The following draft agenda items are scheduled to go before City Council on September 20, 2017.

Draft Agenda Item A

A resolution ratifying the increase in total property tax revenues reflected in the FY 2017-18 budget - Revenue: \$59,544,546

Draft Agenda Item B

Final reading and adoption of appropriation ordinance for the FY 2017-18 City of Dallas Operating, Capital, and Grant & Trust Budgets - Financing: This action has no cost consideration to the City

Draft Agenda Item C

An ordinance setting the tax rate at \$0.7804 per \$100 valuation which includes \$0.5580 for the general fund and \$0.2224 for the debt service fund, and levying ad valorem taxes for the City of Dallas, Texas for FY 2017-18 - Financing: This action has no cost consideration to the City

Draft Agenda Item D

An ordinance amending Chapters 2, 6, 6A, 9A, 14, 17, 18, 41A, 49, of the Dallas City Code to: **(1)** adjust the stormwater fee structure; **(2)** provide for fees as authorized by the Texas Alcoholic Beverage Code; **(3)** adjust license fees for coin-operated amusement devices at amusement centers; **(4)** adjust fees for billiard halls; **(5)** adjust dance hall fees; **(6)** adjust food service manager registration fees; **(7)** permit certain food trailers as mobile food preparation vehicles; **(8)** clarifying and providing requirements for temporary food establishments; **(9)** adjust fees for temporary food establishments; **(10)** adjust fees for plans review for a mobile food preparation vehicle; **(11)** adjust the reinspection fee for food establishments; **(12)** adjust inspection fees for mobile and fixed facility food establishments; **(13)** adjust various service fees for food establishments; **(14)** delete certain fees related to food establishments; **(15)** adjust fees for a food establishment variance and provide for a period of validity; **(16)** adjust fees for the sanitation collection service and charges for disposal of solid waste materials; **(17)** adjust the fee for a sexually oriented business license; **(18)** adjust rates and charges for treated water service, wastewater service, wholesale water, and

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wastewater service to governmental entities, untreated water service, and fire hydrant usage; **(19)** and make certain conforming, semantic, grammatical and structural changes – Estimated Revenue: \$17,616,310 (Water Utilities Estimated Revenue: \$10,000,000, Sanitation Estimated Revenue: \$2,354,923, General Fund Estimated Revenue: \$261,387, Stormwater Drainage Management Estimated Revenue: \$5,000,000)

Draft Agenda Item E

Authorize **(1)** position changes; **(2)** approval of Civilian salary schedules for fiscal year 2017-18; **(3)** merit pay increases for civilian staff effective January 3, 2018; and **(4)** increase the minimum civilian hiring rate to \$10.94; **(5)** adding a two percent top step for each rank in the Police and Fire Executive pay schedule; 6) deleting the bottom step from each rank in the Police and Fire Executive pay schedule; and 7) increasing certification pay for Police and Fire Executives - Financing: This action has no cost consideration to the City

Draft Agenda Item F

An ordinance **(1)** renaming the Mobility and Street Services Department to the Public Works Department; **(2)** renaming the Office of Financial Services to the Office of Budget; **(3)** renaming the Department of Housing/Community Services to the Department of Housing and Neighborhood Revitalization; **(4)** renaming the Office of Business Development and Procurement Services to the Office of Procurement Services; **(5)** creating the Transportation Department; **(6)** incorporating portions of Mobility and Street Services to the Public Works Department; and **(7)** amending sections of the Dallas City Code related to transferring certain functions from Mobility and Street Services and the Dallas Police Department to the newly-created Transportation Department, effective October 1, 2017 - Financing: No cost consideration to the City

September 27, 2017

In addition, the following draft agenda items are scheduled to go before City Council on September 27, 2017.

Draft Agenda Item G

Authorize a three-year professional services contract, with two one-year renewal options, for maintenance and support for broadcast engineering services for WRR Radio - Broadcast Works GP, LLC, most qualified respondent of two - Not to exceed \$142,400 - Financing: Current Funds - Municipal Radio Current Funds (subject to annual appropriations)

Draft Agenda Item H

Authorize a one-year master agreement for the purchase of **(1)** 15 pieces of fleet equipment - Plano Fun Center, Inc. dba Plano Kawasaki Suzuki in the amount of \$103,990, Kirby-Smith Machinery in the amount of \$97,330, Four Brothers Outdoor Power in the amount of \$85,460, and Luarco Two LLC dba Grapevine Kawasaki Polaris in the amount of \$2,495, lowest responsible bidders of seven; **(2)** 9 pieces of fleet vehicles

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and equipment with Silsbee Ford, Inc. in the amount of \$223,353 and Grande Truck Center in the amount of \$124,773 through the Texas Association of School Boards; **(3)** 1 piece of equipment with Freedom Chevrolet in the amount of \$75,800 through the Houston-Galveston Area Council of Governments, and **(4)** 3 pieces of fleet vehicles with Freedom Chevrolet in the amount of \$120,600 through the Dallas County Interlocal Agreement – Total amount not to exceed \$833,801 – Financing: Current Funds (\$544,526) and Water Utilities Current Funds (\$289,275)

Draft Agenda Item I

Authorize a five-year service contract for maintenance and support of the City's automated fire station alerting system - Locution Systems, Inc., Sole Source - Not to exceed \$258,538 - Financing: Current Funds (subject to annual appropriations)

Draft Agenda Item J

Authorize a **(1)** five-year service contract for pesticide and algaecide pond treatment – Magnolia Fisheries, Inc. in the amount of \$249,000, and **(2)** a five-year service contract for fountain repair and maintenance – Lone Star Fountains, Inc. in the amount of \$26,900, lowest responsible bidders of three – Total not to exceed \$320,900 - Financing: Current Funds (subject to annual appropriations)

Draft Agenda Item K

Authorize Supplemental Agreement No. 2 to exercise the first one-year renewal option to the service contract with AAA Data Communications, Inc. for voice and data cable installation services to connect computers and phones at City facilities - Not to exceed \$3,055,200, from \$3,066,891 to \$6,122,091 - Financing: Current Funds (subject to appropriations)

Draft Agenda Item L

Authorize an acquisition contract for the purchase and installation of 58 communication call center consoles for the 911 call center with Russ Bassett Corporation through a procurement process by the Houston-Galveston Area Council of Governments - Not to exceed \$623,010 – Financing: Current Funds

Draft Agenda Item M

Authorize a three-year service contract for the rental of cranes with operators – Maxim Crane Works L.P. in the amount of \$209,220 and TNT Crane & Rigging, Inc. in the amount of \$3,258, lowest responsible bidders of two – Total amount not to exceed \$212,478 - Financing: Current Funds (subject to annual appropriations)

Draft Agenda Item N

Authorize a five-year service contract, with a two-year renewal option, for the printing, insertion, mailing, and document composition services of invoices for Dallas Water Utilities and Courts and Detention Services - FormMaker Software, Inc. dba Kubra, most advantageous proposer of seven - Not to exceed \$10,084,076 – Financing: Current funds (\$1,417,707) and Water Utilities Current Funds (\$8,666,369) (subject to annual appropriations)

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Draft Agenda Item O

Authorize a three-year master agreement for the purchase of hardware and tools associated with the M5 FuelFocus Wireless Automated Fueling System with AssetWorks, LLC through the General Services Administration - Not to exceed \$484,808 - Financing: Current Funds

Draft Agenda Item P

Authorize **(1)** Supplemental Agreement No. 1 to exercise the first of two one-year renewal options to the service contract with Wells Fargo Insurance Services USA, Inc. for the purchase of aviation, crime, fine arts, flood, media and professional liability, and general liability insurance policies effective October 1, 2017 through September 30, 2018 in the amount of \$125,443; and **(2)** Supplemental Agreement No. 1 to exercise the first of two one-year renewal options with McGriff, Seibels & Williams of Texas, Inc. for brokerage fees and the purchase of cyber liability and privacy insurance effective October 1, 2017 through September 30, 2018 in the amount of \$245,225 - Total not to exceed \$370,668 - Financing: Current Funds (subject to annual appropriations)

If you have questions regarding these items, please contact me at (214) 670-7804.



M. Elizabeth Reich
Chief Financial Officer

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors