

**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 1, 2, 3, 4, 5

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year service contract for maintenance and cleaning of kitchen exhaust vent-hoods - Superior Fire Prevention, LLC dba Bare Metal East Texas, lowest responsible bidder of three - Not to exceed \$24,553 - Financing: General Funds (subject to annual appropriations)

**BACKGROUND**

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

Kitchen exhaust systems are required to be cleaned and serviced once a year to meet fire and safety guidelines.

This service agreement will provide for the maintenance and cleaning of kitchen exhaust vent-hoods for Park and Recreation sites to include:

- Golf Courses
- Fair Park
- Recreation Centers
- Other facilities that may be added during the term of the agreement

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 346 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone.

**BACKGROUND** (continued)

Additionally, in an effort to secure more bids, the Office of Business Diversity's ResourceLINK Team sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 2, 2017, the Park and Recreation Board authorized a three-year service agreement from Superior Fire Prevention, LLC dba Bare Metal East Texas.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

**FISCAL INFORMATION**

General Funds - \$24,553 (subject to annual appropriations)

<b><u>Council District</u></b>	<b><u>Amount</u></b>
1	\$ 9,821
2	\$ 6,771
3	\$ 4,788
4	\$ 1,739
5	<u>\$ 1,434</u>
Total	\$24,553

**M/WBE INFORMATION**

- 49 - Vendors contacted
- 49 - No response
- 0 - Response (Bid)
- 0 - Response (No Bid)
- 0 - Successful

The awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended.

**BID INFORMATION**

The Office of Procurement Services received the following bids from solicitation number BW1711. We opened them on August 25, 2017. We recommend the City Council award this service contract in its entirety to the lowest responsive and responsible bidder.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Total Bid</u></b>
*Superior Fire Prevention, LLC dba Bare Metal East Texas 1203 CR 2330 Grapeland, TX 75844	\$ 24,552.50
Texas Power Clean Services, LLC	\$ 48,840.00
Kemp & Sons General Services	\$208,303.49

**OWNER**

**Superior Fire Prevention, LLC dba Bare Metal East Texas**

Jared Reynolds, President  
Charles Caskey, Vice President  
Amanda Reynolds, Treasurer

December 13, 2017

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager is hereby authorized to sign a three-year service agreement with Superior Fire Prevention, LLC dba Bare Metal East Texas (VC17215), approved as to form by the City Attorney, for maintenance and cleaning of kitchen exhaust vent-hoods for all applicable Park and Recreation locations, in an amount not to exceed \$24,553.

**SECTION 2.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute a three-year service agreement with Superior Fire Prevention, LLC dba Bare Metal East Texas, approved as to form by the City Attorney.

**SECTION 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$24,553 from the following appropriations:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Object</u>	<u>Encumbrance/Contract No.</u>	<u>Amount</u>
0001	PKR	5031	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5035	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5053	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5055	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5104	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5105	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5165	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5171	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5174	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5177	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5179	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5207	3099	PKR-2018-00004411	\$ 5,551
0001	PKR	5272	3099	PKR-2018-00004411	\$ 1,311
0001	PKR	5273	3099	PKR-2018-00004411	\$ 1,464
0001	PKR	5274	3099	PKR-2018-00004411	\$ 1,159
0001	PKR	5276	3099	PKR-2018-00004411	\$ 1,160
0001	PKR	5291	3099	PKR-2018-00004411	<u>\$ 1,159</u>

Total \$24,553

**SECTION 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 9

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** N/A

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**SUBJECT**

Authorize a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and programs within the city of Dallas for the period October 1, 2017 through September 30, 2018 – Not to exceed \$394,098 – Financing: General Funds

**BACKGROUND**

On March 23, 1988, the City entered into a twenty-five year agreement with the Dallas Arboretum and Botanical Society, Inc. (DABS), a nonprofit organization, to manage and operate the Dallas Arboretum. On February 27, 2013, the agreement was extended for ten more years. The agreement with DABS requires the execution of a separate funding contract to authorize the stipend payable during the current year. The funds have been identified and appropriated in the City’s General Fund for FY 2017-18.

The stipend payments will help provide access to the general public, special educational programs, community outreach services and special events. DABS will distribute 24,000 complimentary tickets for entry into the Dallas Arboretum grounds as approved by the Park and Recreation Board.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 21, 2013, the Park and Recreation Board authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc.

On December 11, 2013, City Council authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and programs within the City of Dallas for the period October 1, 2013 through September 30, 2014, by Resolution No. 13-2065.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)** (continued)

On October 2, 2014, the Park and Recreation Board authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc.

On November 12, 2014, City Council authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and programs within the City of Dallas for the period October 1, 2014 through September 30, 2015, by Resolution No. 14-1906.

On October 15, 2015, the Park and Recreation Board authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc.

Information about this item was provided to the Quality of Life & Environment Committee on November 9, 2015.

On November 10, 2015, City Council authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and programs within the City of Dallas for the period October 1, 2014 through September 30, 2015, by Resolution No. 15-2075.

On November 17, 2016, the Park and Recreation Board authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc.

On December 14, 2016, City Council authorized a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and programs within the City of Dallas for the period October 1, 2015 through September 30, 2016, by Resolution No. 16-1933.

On November 16, 2017, the Park and Recreation Board authorized a twelve-month funding agreement with Dallas Arboretum and Botanical Society, Inc.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

**FISCAL INFORMATION**

General Funds - \$394,098

**OWNER**

**Dallas Arboretum and Botanical Society, Inc.**

Mary Brinegar, President and Chief Executive Officer

Mark Wolf, Chairman, Board of Directors

Alan Walne, Vice Chairman, Board of Directors

Ed Perrin, Secretary

Will McDaniel, Treasurer

December 13, 2017

**WHEREAS**, on September 20, 2017, City Council authorized the final reading and adoption of appropriation ordinance for the FY 2017-18 City of Dallas Operating, Capital, and Grant & Trust Budgets by Resolution No. 17-1505; and

**WHEREAS**, it is deemed necessary for official action to be taken by the City Council to define services to be received and authorize payment of these funding allocations during FY 2017-18.

**Now, Therefore,**

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That a contract with the Dallas Arboretum and Botanical Society, Inc. totaling \$394,098 be approved.

**SECTION 2.** That the City Manager is hereby authorized to sign a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc., approved as to form by the City Attorney, to provide services and programs within the city of Dallas for the period October 1, 2017 through September 30, 2018, in an amount not to exceed \$394,098.

**SECTION 3.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute a twelve-month funding agreement with the Dallas Arboretum and Botanical Society, Inc., approved as to form by the City Attorney.

**SECTION 4.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$394,098 from General Fund, Fund 0001, Department PKR, Unit 5231, Object 3072, Encumbrance/Contract No. PKR-2018-00004519, Vendor 219121, as vouchers are processed by the Park and Recreation Department.

**SECTION 5.** That services to be provided are: operate and maintain the Dallas Arboretum and Botanical Garden for the general public, and provide special educational programs, community outreach services and sponsorship of a special summer program for disadvantaged children for 12 months.

**SECTION 6.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 7

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** N/A

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**SUBJECT**

Authorize a twelve-month funding agreement with Texas Discovery Gardens to provide services and program support within the city of Dallas for the period October 1, 2017 through September 30, 2018 - Not to exceed \$145,862 - Financing: General Funds

**BACKGROUND**

On June 25, 2003, the City entered into a ten-year agreement with Texas Discovery Gardens, a nonprofit organization, to manage and operate the Texas Discovery Gardens building and surrounding grounds at Fair Park. On November 7, 2013, the agreement was extended for ten more years. The Management Agreement with Texas Discovery Gardens does not automatically authorize funding, therefore a separate program funding contract to authorize the stipends payable during the current year is requested. The funds have been identified and appropriated in the City’s General Fund by authorization of the City Council and after approval by the Park and Recreation Board for the current fiscal year.

The stipend payments will allow Texas Discovery Gardens to provide access to the general public and community outreach services for schools, horticulture information services and presentations at community centers and special facilities for the period October 1, 2017 through September 30, 2018.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On December 19, 2013, the Park and Recreation Board authorized a twelve-month funding agreement with Texas Discovery Gardens.

On January 8, 2014, City Council authorized a twelve-month funding agreement with the Texas Discovery Gardens to manage the Texas Discovery Gardens facilities, provide programs and services within the city of Dallas for the period October 1, 2013 through September 30, 2014, by Resolution No. 14-0116.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)** (continued)

On October 15, 2015, the Park and Recreation Board authorized a twelve-month funding agreement with Texas Discovery Gardens.

Information about this item was provided to the Quality of Life & Environment Committee on November 9, 2015.

On November 10, 2015, City Council authorized a twelve-month funding agreement with Texas Discovery Gardens to provide programs and services within the City of Dallas for the period October 1, 2015 through September 30, 2016, by Resolution No. 15-2077.

On November 17, 2016, the Park and Recreation Board authorized a twelve-month funding agreement with Texas Discovery Gardens.

Information about this item was provided to the Quality of Life & Environment Committee on December 12, 2016.

On December 14, 2016, City Council authorized a twelve-month funding agreement with Texas Discovery Gardens to provide services and programs within the City of Dallas for the period October 1, 2016 through September 30, 2017, by Resolution No. 16-1935.

On November 16, 2017, the Park and Recreation Board authorized a twelve-month funding agreement with Texas Discovery Gardens.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

## **FISCAL INFORMATION**

General Funds - \$145,862

## **OWNER**

### **Texas Discovery Gardens**

Mike Bosco, President, Board of Directors  
Barbara Hunt Crow, Historian  
Michelle Robberson, Secretary  
John Fox Holt III, Treasurer

December 13, 2017

**WHEREAS**, on September 20, 2017, City Council authorized the final reading and adoption of appropriation ordinance for the FY 2017-18 City of Dallas Operating, Capital, and Grant & Trust Budgets by Resolution No. 17-1505; and

**WHEREAS**, it is deemed necessary for official action to be taken by the City Council to define services to be received and authorize payment of these funding allocations during FY 2017-18.

**Now, Therefore,**

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That a contract with the Texas Discovery Gardens, Inc. totaling \$145,862 be approved.

**SECTION 2.** That the City Manager is hereby authorized to sign a twelve-month funding agreement with Texas Discovery Gardens, approved as to form by the City Attorney, to provide services and program support within the city of Dallas for the period October 1, 2017 through September 30, 2018, in an amount not to exceed \$145,862.

**SECTION 3.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute a twelve-month funding agreement with Texas Discovery Gardens, approved as to form by the City Attorney.

**SECTION 4.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$145,862 from General Fund, Fund 0001, Department PKR, Unit 5206, Object 3072, Encumbrance/Contract No. PKR-2018-00004518, Vendor 219134, as vouchers are processed by the Park and Recreation Department.

**SECTION 5.** That services to be provided are: operate the Texas Discovery Gardens building and surrounding grounds at Fair Park for the general public, and provide community outreach services for schools, horticulture information services and presentations at community centers and special facilities for 12 months.

**SECTION 6.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 9

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** 37Q

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**SUBJECT**

Authorize a five-year development and maintenance agreement, with two, five-year renewal options, with Dallas United Crew Boathouse, LLC, a wholly owned subsidiary of Dallas United Crew, Inc. for the construction, operation and maintenance of a portable equipment shelter to store and protect rowing and other paddle sports equipment at White Rock Lake Park located at 417 East Lawther Drive - Estimated Annual Revenue: \$6,200

**BACKGROUND**

On November 14, 2012, the City of Dallas entered into an agreement with Dallas United Crew Boathouse, LLC, a wholly owned subsidiary of Dallas United Crew, Inc. (DUC) for the construction, renovation, operation and maintenance of a boathouse and other improvements at White Rock Lake. The purpose of that boathouse was to store rowing, kayaking, dragon boats and other oar and paddle sports. DUC at its sole cost was to undertake the development of the premises as approved by the Park and Recreation Department Director or designee.

The Park and Recreation Board elected to terminate the agreement for convenience on December 17, 2015. On February 23, 2016, the City of Dallas approved an Outdoor Program Permit for DUC to continue to conduct paddle sports programs at White Rock Lake. The term of that agreement was for six months and the Outdoor Fee Based Program Permit has been extended each six months since.

DUC has addressed issues related to the initial development attempt and is positioned to provide for the development of a portable equipment shelter at the premises which will store rowing and other paddle sports equipment at White Rock Lake along East Lawther Drive.

## **BACKGROUND** (continued)

Obligation of the City includes the following:

1. The term of the contract is for five years with two, five-year renewal options and allows the City to terminate for convenience.

Obligations of DUC include the following:

1. DUC shall design, develop, construct, operate and maintain a portable equipment shelter (collapsible and removable tent like structure) at their current location for the purpose of sheltering and protecting their equipment for rowing and other oar and paddle sports for the enjoyment of citizens, middle and high school students and others interested in paddle sports. Design and location of the structure shall be subject to the approval of the Park and Recreation Department Director or designee.
2. DUC at its sole cost shall undertake the development of the premises as approved by the Park and Recreation Department Director or designee. DUC has 24 months from date of execution of the Agreement to commence construction of the improvements, and shall complete such improvements within twelve months of commencing construction (subject to reasonable extension of force majeure). If DUC fails to timely commence or complete construction, the City, at its option, may terminate the Agreement for convenience.
3. DUC must provide the Park and Recreation Department Director with proof of sufficient financing and financial resource to ensure construction can be completed upon commencement.
4. DUC has the right to contract for and grant sponsorships and naming rights for the park improvements located on the Premises provided subject to the approval of the Park and Recreation Department Director.
5. DUC will continue to pay the rental amount of \$6,200 yearly; with payments of \$3,100 being due on January 10 and July 10 for the duration of the agreement.
6. DUC shall utilize, or disperse parking, between three parking lots on the White Rock Lake Park property so as to not impede the general public's parking and access. DUC will continue to encourage car-pooling by participants.
7. DUC shall monitor security and crowd control within the Premises and any areas occupied or utilized by it or its contractors. DUC's responsibility to monitor security, however shall not in any way prevent, hinder or affect the City's Police Department, Fire Department or Park Department Rangers or other City of Dallas staff from providing services and performing their official duties.
8. DUC will operate within park hours. The Premises (other than the secured equipment storage), services and dock provided at or through the Premises shall remain open and accessible for public use pursuant to DUC's guidelines subject to the approval of the Park and Recreation Department Director. The hours of open operation for public use and special events shall be commercially reasonable and consistent with good practices and standards within the industry and subject to the approval of the Park and Recreation Department Director.

## **BACKGROUND** (continued)

9. Further potential improvements DUC may undertake shall include: parking lot grading and parking development shall be Americans with Disabilities Act (ADA) compliant and subject to approval by the Park and Recreation Department Director.
10. Potential public dock improvements, including upgrading and expanding public dock shall be subject to approval by the Park and Recreation Department Director.
11. DUC shall submit annual financial reports and certified financial statements and DUC's most recent IRS Form 990 to the Park and Recreation Department Director for review. DUC shall post and maintain such financial reports and most recent IRS Form 990 on its website at all times for public access. In addition, DUC shall provide these items to the Park and Recreation Director annually. DUC shall also post and maintain on their website an up-to-date list of the board members.
12. DUC shall be required to set aside a minimum of \$25,000 per year to a needs-based financial aid program. In the event, that amounts raised towards the needs-based program exceed the \$25,000 then the overage can be used as a credit towards future years. Records of funds and financial aid awarded will be subject to review by the Park and Recreation Department Director annually.
13. DUC, through its volunteers, will continue to be a For the Love of the Lake shoreline group and actively promote and engage in community stewardship.
14. DUC and the Park and Recreation Department Director, shall develop and agree to performance metrics for the following year no later than January 30 annually. These performance metrics are subject to approval by the Park and Recreation Department Director.
15. Minimum performance metrics to be set annually shall include, but are not limited to, the following:
  - a. DUC will host a minimum of four on-campus recruiting events for youth rowing each year for Dallas Independent School District, Richardson Independent School District, and other students that are residents of the City of Dallas and continue to promote collegiate scholarship potential from within.
  - b. DUC will conduct introductory learn-to-row events for adults and children in the community and through it's summer Recreation Camps on an annual basis.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 2, 2017, the Park and Recreation Board authorized a five-year development and maintenance agreement, with two, five-year renewal options, with Dallas United Crew Boathouse, LLC, a wholly owned subsidiary of Dallas United Crew, Inc.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)** (continued)

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

**FISCAL INFORMATION**

Estimated Annual Revenue: \$6,200

December 13, 2017

**WHEREAS**, the City Charter provides for the Park and Recreation Board to grant contracts and agreements within park facilities with such terms and conditions as it shall deem proper; and

**WHEREAS**, the City of Dallas Park and Recreation Department and Dallas United Crew Boathouse, LLC, a wholly owned subsidiary of Dallas United Crew, Inc. (DUC) desire to enter into a five-year development and maintenance agreement, with two, five-year renewal options, for the construction, operation and maintenance of a portable equipment shelter to store and protect rowing and other paddle sports equipment at White Rock Lake Park located at 417 East Lawther Drive; and

**WHEREAS**, DUC shall construct, operate and maintain the portable equipment shelter at its sole cost; and

**WHEREAS**, DUC will pay the City through its Park and Recreation Department a yearly amount of \$6,200, with payments of \$3,100 being due every six months on January 10 and July 10 for the duration of the agreement.

**Now, Therefore,**

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager is hereby authorized to sign a five-year development and maintenance agreement, with two, five-year renewal options with DUC, approved as to form by the City Attorney, for the construction, operation and maintenance of a portable equipment shelter to store and protect rowing and other paddle sports equipment at White Rock Lake Park located at 417 East Lawther Drive.

**SECTION 2.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute a five-year development and maintenance agreement, with two, five-year renewal options with DUC, approved as to form by the City Attorney.

**SECTION 3.** That the duration of the agreement will be for a term of five years with two, five-year renewal options.

**SECTION 4.** That the Chief Financial Officer is hereby authorized to deposit all revenues received into Fund 0354, Department PKR, Unit 6410, Revenue Code 8481, Encumbrance/Contract No. PKR-2018-00004495.

**SECTION 5.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 12

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** 4 E

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**SUBJECT**

Authorize an operating and maintenance agreement with Carrollton-Farmers Branch Independent School District for the use and maintenance of the Oncor easement for the Timberglen Trail located at 3678 Timberglen Road - Financing: No cost consideration to the City

**BACKGROUND**

This action will authorize an operating and maintenance agreement (Agreement) with Carrollton-Farmers Branch Independent School District (C-FB ISD) for the use and maintenance of the Oncor easement for the Timberglen Trail.

The City of Dallas (City) is designing and constructing the Timberglen Trail which limits extend from Barry H. Barker Park to Timberglen Park. A portion of the trail requires the use of an existing Oncor easement located on the Kathryn S. McWhorter Elementary School campus. Before the City executes a license agreement with Oncor, the City must obtain consent by C-FB ISD to use the Oncor easement.

The Agreement with C-FB ISD will allow the City to use the Oncor easement for the Timberglen Trail and trail appurtenances. The City is required to maintain the Oncor easement area used for the trail. The City is also required to construct and maintain a four-foot-tall chain link fence just outside, and parallel to, the entire west side of the Oncor easement. This is to provide separation of the trail area, which is open to the public, from the remainder of the school campus, which is controlled, maintained, and operated by C-FB ISD, for the purpose of safety and control of the campus.

The agreement term shall be for the duration that the City maintains the trail. Either party may terminate the agreement with a ninety days notice. All public improvements made by the City belong to and become the property of the City. C-FB ISD has agreed to provide the area needed for the Timberglen Trail at no cost to the City.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 2, 2017, the Park and Recreation Board authorized an operating and maintenance agreement with Carrollton-Farmers Branch Independent School District for the Timberglen Trail.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

**FISCAL INFORMATION**

No cost consideration to the City.

**MAP**

Attached

December 13, 2017

**WHEREAS**, Chapter 791 of the Texas Government Code and Texas Transportation Code Chapter 251 provides authorization for local governments to contract with each other for the performance of governmental functions and services, and joint funding of transportation projects; and

**WHEREAS**, the preferred alignment of the Timberglen Trail requires that the City of Dallas use the Oncor easement on a portion of the Kathryn S. McWhorter Elementary School (McWhorter Elementary) campus of Carrollton-Farmers Branch Independent School District (C-FB ISD) as shown in Exhibit A; and

**WHEREAS**, it is necessary to enter into an operating and maintenance agreement (Agreement) with C-FB ISD to secure the rights to use and maintain the Oncor easement for the Timberglen Trail on a portion of the McWhorter Elementary campus.

**Now, Therefore,**

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager is hereby authorized to sign an operating and maintenance agreement with Carrollton-Farmers Branch Independent School District, approved as to form by the City Attorney, for the use and maintenance of the Oncor easement for the Timberglen Trail located at 3678 Timberglen Road.

**SECTION 2.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute an operating and maintenance agreement with C-FB ISD, approved as to form by the City Attorney.

**SECTION 3.** That this contract is designated as Contract No. PKR-2018-00004792.

**SECTION 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

# EXHIBIT A

**TIMBERGLEN TRAIL**  
TRAIL FROM TIMBERGLEN PARK TO BARRY BARKER PARK  
CITY OF DALLAS, PARK AND RECREATION DEPARTMENT  
1500 MARILLA STREET, RM#65  
DALLAS, TEXAS

PRELIMINARY - FOR REVIEW ONLY  
THESE DOCUMENTS ARE FOR  
DESIGN REVIEW AND NOT  
INTENDED FOR CONSTRUCTION,  
BIDDING, OR PERMIT PURPOSES.  
THEY WERE PREPARED BY, OR  
UNDER THE SUPERVISION OF,  
CHAD ST. JOHN, TX, R.A. #2154

8/09/2016

FOR  
REVIEW

DATE	BY	REVISIONS

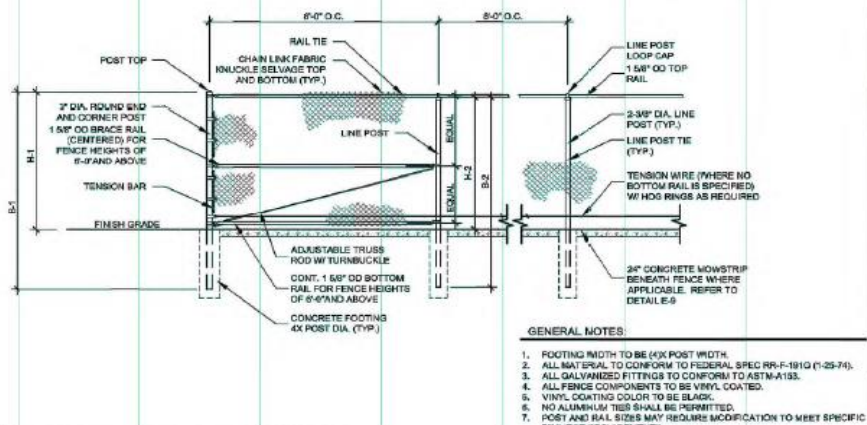
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DRAWN BY:  
CHECKED BY:

SHEET TITLE:  
PROPOSED FENCE PLAN

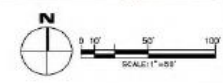
SHEET NUMBER:  
**SK.01**

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POST CAP	TOP & BOTTOM FABRIC DETAIL		FENCE HEIGHT			END & CORNER POSTS			LINE POSTS		
	DOVE	KNUCKLE	NOMINAL HEIGHT	B-1 BAR LENGTH	H-1 HEIGHT ABOVE GRADE	B-2 BAR LENGTH-1	H-2 HEIGHT ABOVE GRADE	B-2 BAR LENGTH-1	H-2 HEIGHT ABOVE GRADE		
		4'-0"	7'-0"	4'-0 5/8"	6'-8"	3'-8 7/8"	6'-0"	7'-0"	4'-0 5/8"	6'-8"	5'-8 7/8"
		6'-0"	9'-0"	6'-0 5/8"	8'-8"	7'-8 7/8"	8'-0"	11'-0"	6'-0 5/8"	10'-8"	7'-8 7/8"
		8'-0"	11'-0"	8'-0 5/8"	10'-8"	9'-8 7/8"	10'-0"	13'-0"	8'-0 5/8"	12'-8"	9'-8 7/8"
		10'-0"	13'-0"	10'-0 5/8"	14'-8"	11'-8 7/8"	12'-0"	15'-0"	10'-0 5/8"	14'-8"	11'-8 7/8"









**03 CHAINLINK FENCE (COD)**  
SCALE: NTS






### Legend

**STATUS**

-  Existing
-  Existing-SPECIAL
-  Programmed
-  Proposed
-  Sidewalk/Street
-  Park



0 200 400 800 1,200 Feet  
1 in = 400 ft




## Timberglen Trail Agreement (3678 Timberglen Road)

Mapsco  
4 E

District  
12

**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 6

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** 11A-C D F G

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**SUBJECT**

Authorize an Interlocal Agreement with Dallas County for designing, constructing, and maintaining a portion of the Cypress Waters Trail located at South Belt Line Road heading east to South North Lake Road - Financing: No cost consideration to the City

**BACKGROUND**

This action will authorize an Interlocal Agreement (ILA) between Dallas County (the County) and the City of Dallas. The City of Dallas and Dallas County are partnering to develop the 3.5-mile portion of the Cypress Waters Trail which contributes to a comprehensive trail system in the City of Dallas, Dallas County and the Regional Veloweb. The Regional Veloweb is comprised of over 1,800 miles, spanning ten counties on the northern side of North Lake in northwest Dallas. The ILA consists of design, construction and maintenance of a hike and bike trail. The project may be executed in several phases depending upon the final design and bid results.

The County shall provide \$3,000,000 for the project, which may only be used for design and construction of the project. The County shall seek matching funding from the North Central Texas Council of Governments, the Texas Department of Transportation, and other sources.

The City is also responsible for reviewing and approving plans prepared by the County and the acquisition of land rights; acquisition for the trail is expected to be by donation to the City.

The City shall not be responsible for any basic trail construction costs, but is responsible for the funding and the installation of any amenities, though none are planned now.

**BACKGROUND** (continued)

Upon completion of the project, the City shall own all improvements and is responsible for operation and maintenance of the concrete trail. Maintenance of the trail is subject to appropriation by City Council. Furthermore, the Park and Recreation Board shall name the trail Cypress Waters Trail.

The Interlocal Agreement term shall be for twenty-five years upon execution of the agreement by both parties.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On October 19, 2017, the Park and Recreation Board authorized an Interlocal Agreement with Dallas County for designing, constructing, and maintaining a portion of the Cypress Waters Trail located at South Belt Line Road heading east to South North Lake Road.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

**FISCAL INFORMATION**

No cost consideration to the City.

**MAP**

Attached

December 13, 2017

**WHEREAS**, the Chapter 791 of the Texas Government Code and Texas Transportation Code Chapter 251 provides authorization for local governments to contract with each other for the performance of governmental functions and services, and joint funding of transportation projects; and

**WHEREAS**, the City of Dallas and Dallas County desire to partner on the development of Cypress Waters Trail located at South Belt Line Road heading east to South North Lake Road as shown on Exhibit A; and

**WHEREAS**, upon completion of construction and acceptance of the project by the Park and Recreation Director, the City of Dallas shall take ownership and be responsible for operating and maintaining the project as a public recreational facility for no less than twenty-five years after consummation of the Interlocal Agreement by both parties; and

**WHEREAS**, this trail will be designed and constructed using \$3,000,000 of Dallas County funds.

**Now, Therefore,**

**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

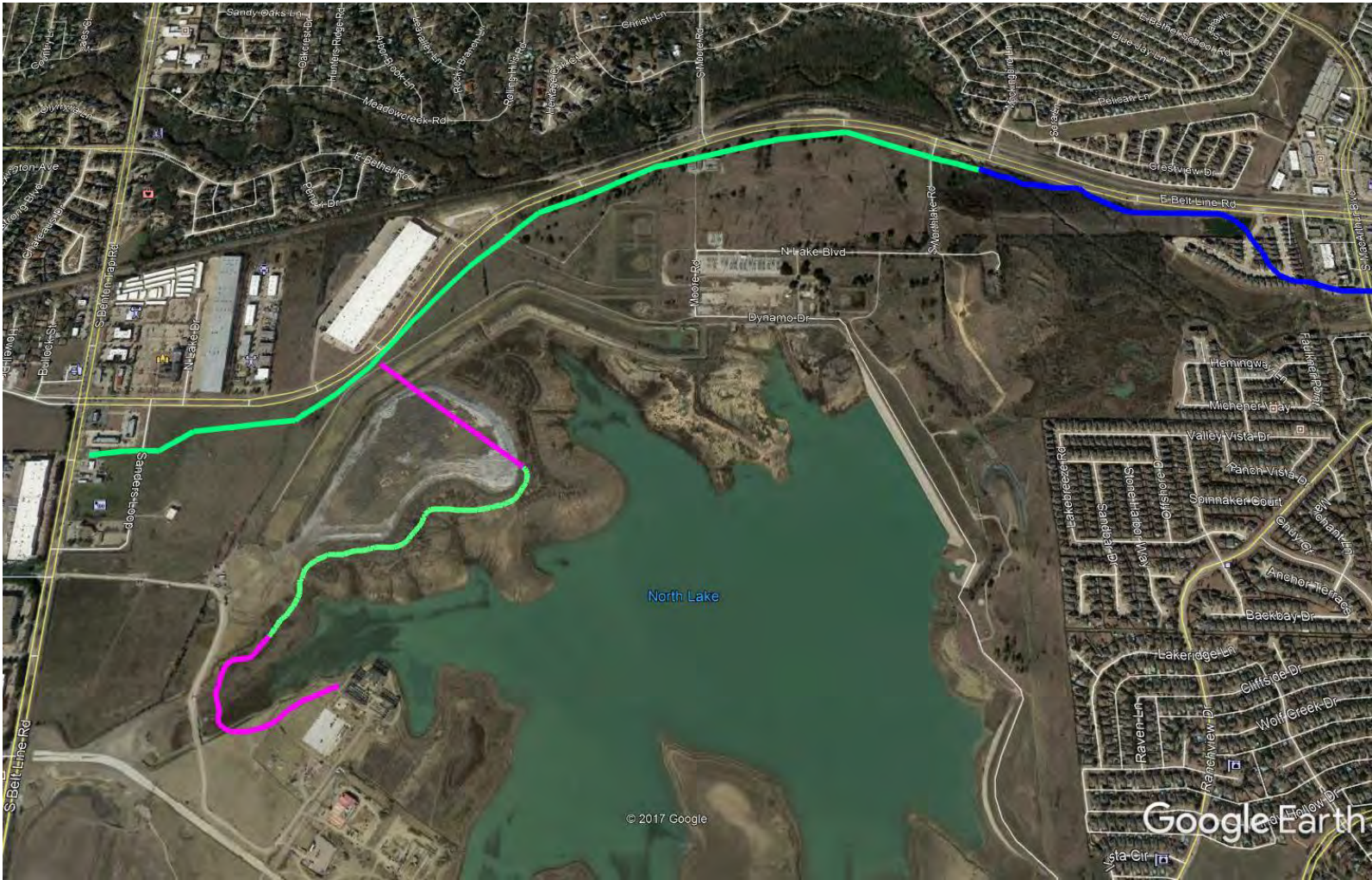
**SECTION 1.** That the President of the Park and Recreation Board and the City Manager are hereby authorized to sign a twenty-five year Interlocal Agreement with Dallas County for designing, constructing, and maintaining a portion of the Cypress Waters Trail located at South Belt Line Road heading east to South North Lake Road, approved as to form by the City Attorney.

**SECTION 2.** That this contract is designated as Contract No. PKR-2018-00004347.

**SECTION 3.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas and it is accordingly so resolved.



# EXHIBIT A CYPRESS WATERS TRAIL



**Segments covered by inter-local agreement and to be designed and built by County**

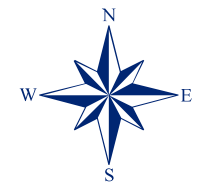
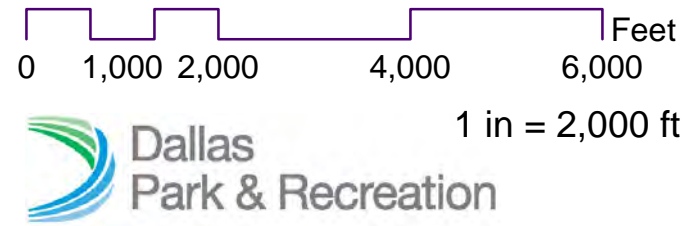
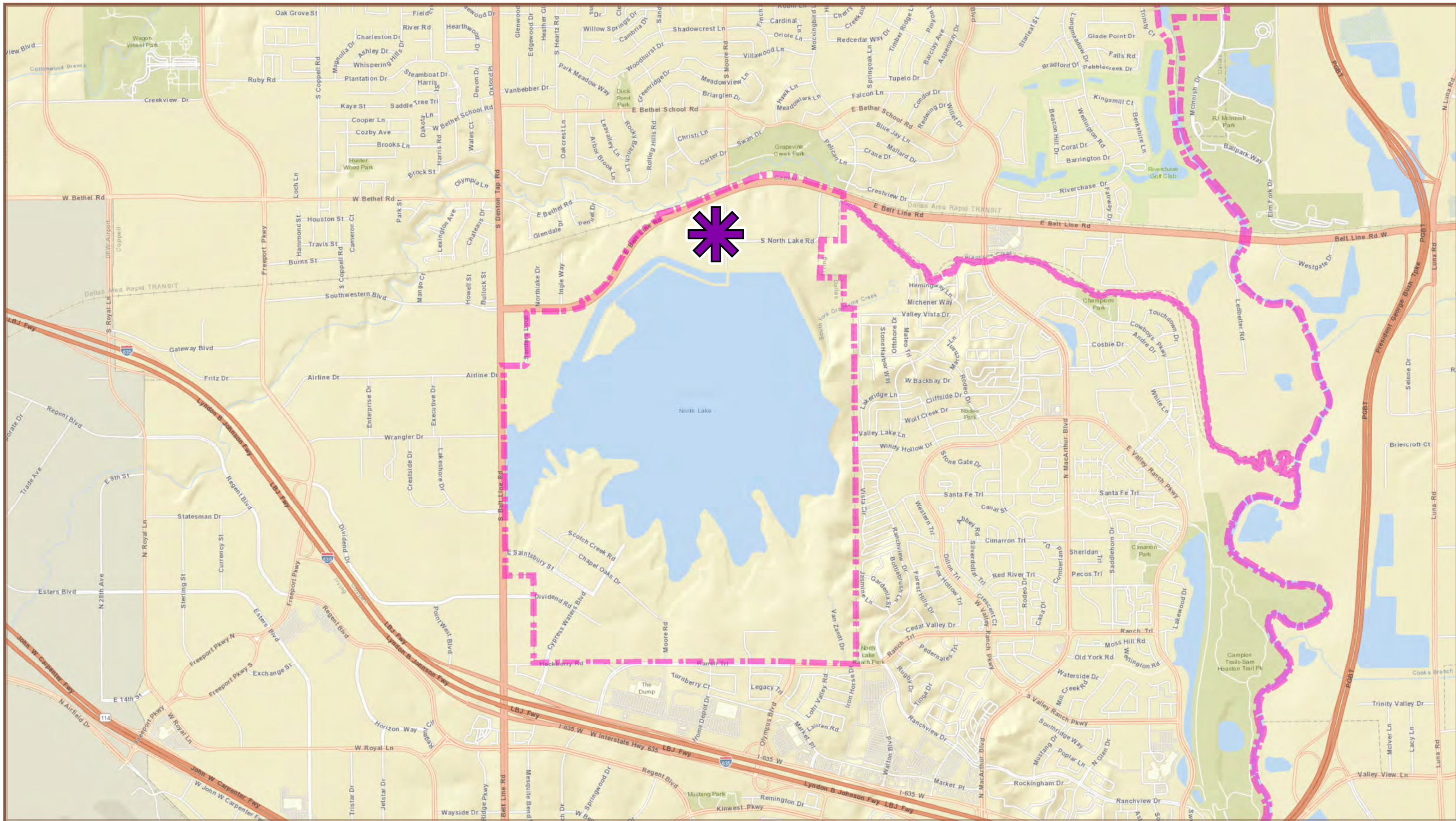


**Segments to be designed and built by developer**



**Upcoming extension of City of Irving Campion Trail**





# Cypress Waters Trail Interlocal Agreement (North Lake)

Mapsco  
11A-C D F G

District  
6



**STRATEGIC PRIORITY:** Quality of Life

**AGENDA DATE:** December 13, 2017

**COUNCIL DISTRICT(S):** 14

**DEPARTMENT:** Park & Recreation Department

**CMO:** Willis Winters, 670-4071

**MAPSCO:** 46 D

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**SUBJECT**

Authorize an amendment to the Interlocal Agreement with Dallas Independent School District (DISD), to allow DISD to expand the existing parking lot and temporarily utilize the new and existing parking spaces at Randall Park located at 201 South Glasgow Drive, for dedicated school purposes; for DISD to relocate and add brick columns to the existing park monument sign with aesthetic enhancements - Financing: No cost consideration to the City

**BACKGROUND**

Park and Recreation Department staff were approached by DISD to allow DISD to expand the existing parking lot at Randall Park by approximately twenty-two spaces for use during construction of the expansion of Woodrow Wilson High School. During construction, faculty parking would be temporarily reduced, and the additional spaces would accommodate the school’s temporary parking needs. All costs for the parking expansion would be paid by DISD.

On August 3, 2017, the Park and Recreation Board (Board), considered an action item to allow DISD to expand the existing parking lot at Randall Park by approximately twenty-two spaces for their exclusive use for the duration of their construction during school operating hours. The Park Board voted to defer the item and send it back to the Planning and Design Committee for further review after a public input meeting could be held.

On August 17, 2017, the Park Board voted to bring this item back to the full Park Board for consideration after a public input meeting was held.

On October 16, 2017, a public input meeting was held. The majority of attendees at the meeting were supportive of the parking lot expansion.

## **BACKGROUND**

On November 2, 2017, the Park Board approved the original item, for the parking lot expansion with the following amendments:

1. Allow DISD to utilize the existing parking lot during school hours for the duration of their construction.
2. DISD shall provide brick columns on the relocated park monument sign to compliment the school architecture (at a cost to DISD of approximately \$3,000).

On November 16, 2017, the Park and Recreation Board voted to bring the item that was approved by the Board on November 2, 2017, back to the full Board for reconsideration.

This action will authorize an amendment to the Interlocal Agreement to include the following:

1. The term is for two years or until completion of the DISD construction project.
2. DISD will design and construct the expansion to the Randall Park parking lot of approximately twenty-two parking spaces and DISD will be responsible for all costs. There will be no cost consideration to the City. Park and Recreation Department staff shall have the right to review and approve any plans before construction.
3. During school operating hours, DISD staff will have exclusive use of the twenty-two additional parking spaces constructed, along with the existing parking spaces, during the entire length of the DISD construction project. Upon completion of the DISD project at Woodrow Wilson High School, DISD staff will not be permitted to use parking at Randall Park, except as permitted in the Interlocal Agreement, namely, only in connection with DISD's activities and use of the park.
4. DISD will relocate the existing park monument sign and add brick columns to compliment the school's brick architecture (costing approximately \$3,000).
5. Any improvements made to Randall Park belong to and automatically vest in the City upon construction.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 13, 2003, the Park and Recreation Board authorized an Interlocal Agreement with Dallas Independent School District for a new soccer field, softball field, baseball field, concession and rest room structures and associated parking at Randall Park; and a professional services contract with Jones & Boyd, Inc. to provide design services for the construction of a new soccer field, softball field, baseball field, concession and rest room structures and associated parking at Randall Park.

On December 8, 2003, City Council authorized an Interlocal Agreement with Dallas Independent School District for a new soccer field, softball field, baseball field, concession and rest room structures and associated parking at Randall Park; and a professional services contract with Jones & Boyd, Inc. to provide design services for the construction of a new soccer field, softball field, baseball field, concession and rest room structures and associated parking at Randall Park by Resolution No. 03-3889.

On August 3, 2017, the Park and Recreation Board voted to send this item back to the Planning and Design Committee.

On August 17, 2017, the Park and Recreation Board voted to bring the item back to the full Park Board for consideration, after holding a public meeting.

On November 2, 2017, the Park and Recreation Board authorized the item with amendments.

On November 16, 2017, the Park and Recreation Board voted to bring the item back for reconsideration on December 7, 2017.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 11, 2017.

## **FISCAL INFORMATION**

No cost consideration to the City.

## **MAP**

Attached

December 13, 2017

**WHEREAS**, Chapter 791 of the Texas government Code and Texas Transportation Code Article 251 provides authorization for local governments to contract with each other for the performance of governmental functions and services, and joint funding of transportation projects; and

**WHEREAS**, on December 8, 2003, City Council authorized a 40-year agreement with Dallas Independent School District (DISD) for the design, construction, and maintenance of Randall Park to be jointly funded and developed by DISD and the City (DISD Board of Trustees File No. 45482, dated September 20, 2004) by Resolution No. 03-3389; and

**WHEREAS**, DISD is currently undertaking renovation to its facilities at Woodrow Wilson High School across the street from Randall Park and desires to amend the agreement to: (1) construct, at its own cost, additional permanent parking in the park for its temporary use for the duration of construction during school operating hours; ~~and~~ (2) permit temporary staff use of the existing parking lot for the duration of construction during school operating hours and (3) DISD to relocate and add brick columns to the existing park monument sign.

**Now, Therefore,**

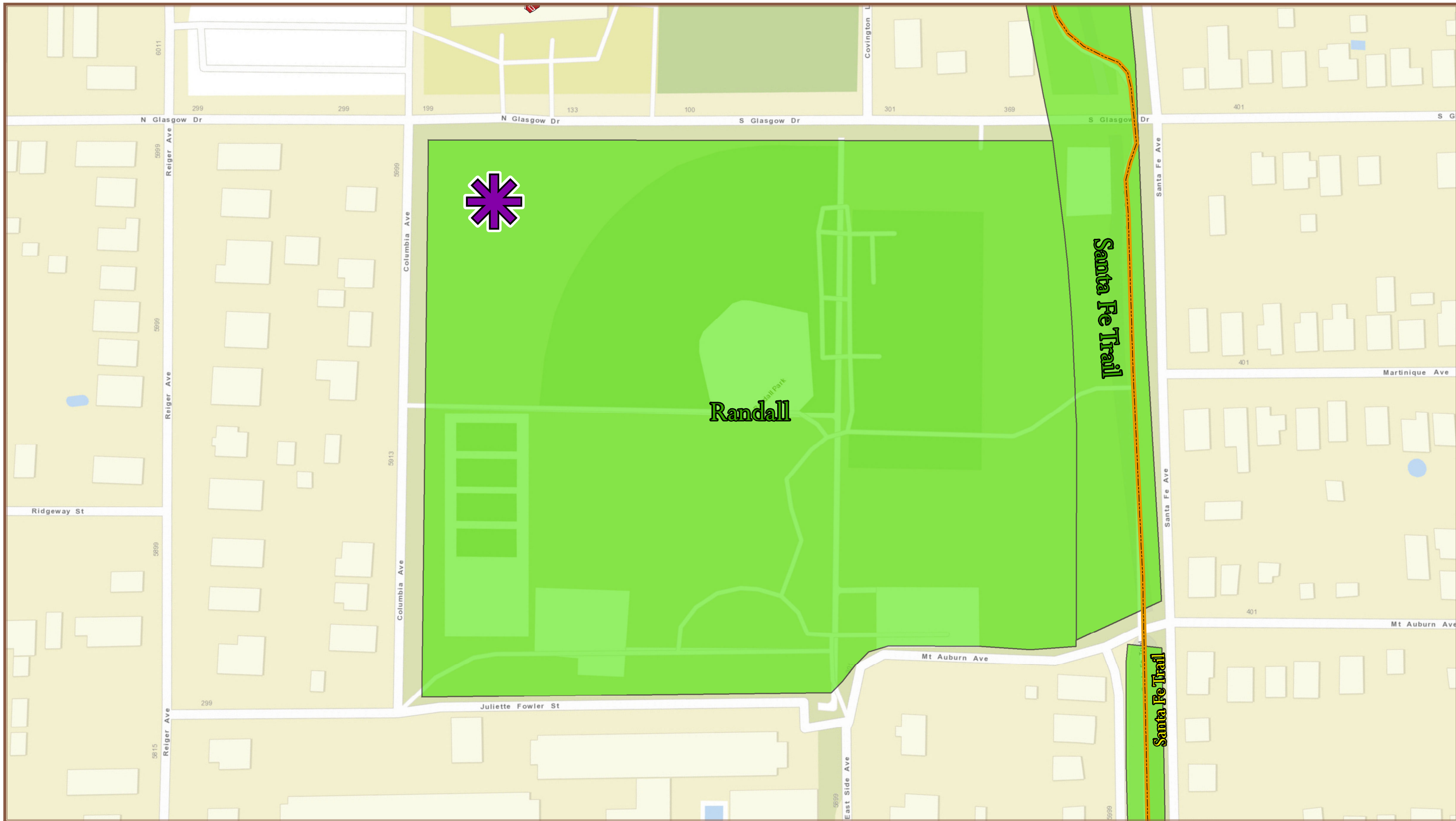
**BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager is hereby authorized to sign an amendment to the Interlocal Agreement with Dallas Independent School District, approved as to form by the City Attorney, permit Dallas Independent School District to construct and temporarily use expanded parking for the duration of construction during school operating hours, at Randall Park located at 201 South Glasgow Drive, and permit temporary staff use of the existing parking lot for the duration of construction during school operating hours and DISD to relocate and add brick columns to the existing park monument sign.

**SECTION 2.** That the President of the Park and Recreation Board and City Manager are hereby authorized to execute an amended Interlocal Agreement with Dallas Independent School District, approved as to form by the City Attorney.

**SECTION 3.** That this contract is designated as Contract No. PKR-2018-00004775.

**SECTION 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



August 3, 2017

# Randall Park Agreement—DISD

(201 South Glasgow Drive)

Mapsco  
46 D

District  
14