

**Memorandum**

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CITY SECRETARY  
DALLAS, TEXAS



DATE January 30, 2015

TO Members of the Budget, Finance & Audit Committee:  
Jennifer S. Gates (Vice Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT Budget, Finance & Audit Committee Meeting

**Monday, February 2, 2015, 1:00 p.m.**

Dallas City Hall - 6ES, 1500 Marilla St., Dallas, TX 75201

The agenda for the meeting is as follows:

1. Consideration of minutes from the January 20, 2015 Budget, Finance & Audit Committee meeting
2. City of San Antonio's Department of Human Services - Family Assistance Services Comprehensive Model  
Melody Woosley, Director  
Department of Human Services  
City of San Antonio

**FYI**

3. Upcoming Agenda Item: Hosting and Service Contracts for Fleet Data Management System and FuelFocus Software

Jerry R. Allen, Chair  
Budget, Finance & Audit Committee

c: Honorable Mayor and Members of City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager

Joey Zapata, Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Eric D. Campbell, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Forest E. Turner, Chief Wellness Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager

A quorum of the Dallas City Council may attend this Council Committee meeting.

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.

# **Budget, Finance & Audit Committee**

## **Meeting Record- DRAFT**

**Meeting Date:** 1.20.2015

**Convened:** 1:03pm

**Adjourned:** 1:23pm

### **Committee Members Present:**

Jerry R. Allen, Chair

Jennifer S. Gates, Vice-Chair

Sheffie Kadane

### **Committee Members Absent:**

Tennell Atkins

Philip T. Kingston

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

N/A

### **Staff Present:**

Jeanne Chipperfield

Edward Scott

Lance Sehorn

Corrine Steeger

Craig Kinton

Wally Waits

Jack Ireland

Bill Finch

Terry Lowery

Wanda Moreland

Mike Frosch

Filicia Hernandez

Bob Sims

Renee Hayden

### **Others Present:**

N/A

### **AGENDA:**

#### **1. Consideration of the January 5, 2015 Minutes**

**Presenter(s):**

**Information Only:** \_\_

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

A motion was made to approve the January 5, 2015 minutes. Motion passed unanimously.

Motion made by: Sheffie Kadane

Motion seconded by: Jennifer S. Gates

#### **2. External Audit Contract- Request for Proposals**

**Presenter(s):** Edward Scott, City Controller

**Information Only:** \_

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

Committee members recommended that staff move forward according to the proposed timeline and Request for Competitive Sealed Proposal presented in the briefing.

#### **3. Dallas Water Utilities Upcoming Bond Sale**

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

**Information Only:** \_

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

Committee members authorized staff to proceed with preparations for the sale of up to \$1.135 billion Waterworks and Sewer System Revenue Refunding Bonds, Series 2015A/B on the February 11, 2015 Council Agenda. A motion was made to recommend approval of parameters ordinance authorizing the sale of up to \$1.135 billion

# **Budget, Finance & Audit Committee**

## **Meeting Record- DRAFT**

Waterworks and Sewer System Revenue Refunding Bonds, Series 2015A/B on the Wednesday, February 25, 2015, Council Agenda. Motion passed unanimously.

Motion made by: Jennifer S. Gates

Motion seconded by: Sheffie Kadane

### **FYI**

4. **Upcoming Agenda Item: Service Extensions for Grounds Maintenance, Litter Pick Up and Refuse Collection Services**

**Presenter(s):**

**Information Only:** \_

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

A motion was made to forward to the City Council for consideration on Wednesday, January 28, 2015. Motion passed unanimously.

Motion made by: Sheffie Kadane

Motion seconded by: Jennifer S. Gates

5. **Upcoming Agenda Item: Enhanced Technical Support for Microsoft Products**

**Presenter(s):**

**Information Only:** \_

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

A motion was made to forward to the City Council for consideration on Wednesday, January 28, 2015. Motion passed unanimously.

Motion made by: Sheffie Kadane

Motion seconded by: Jennifer S. Gates

6. **November 2014 Financial Forecast Report**

**Presenter(s):**

**Information Only:** X

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

N/A

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Jerry R. Allen, Chair  
Budget, Finance & Audit Committee

# Memorandum



CITY OF DALLAS

DATE January 30, 2015

TO Members of the Budget, Finance & Audit Committee: Jerry R. Allen (Chair),  
Jennifer S. Gates (Vice Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT City of San Antonio's Department of Human Services-  
Family Assistance Services Comprehensive Model

On February 2, 2015, the Budget, Finance and Audit Committee will be briefed on the City of San Antonio's Department of Human Services- Family Assistance Services Comprehensive Model. The briefing will be presented by Melody Woosley, Director of the Department of Human Services for the City of San Antonio.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "Jeanne Chipperfield".

Jeanne Chipperfield  
Chief Financial Officer

c: Honorable Mayor and Members of City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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**City of San Antonio**

**Department of Human Services**

Teamwork • Integrity • Innovation • Professionalism

# **Family Assistance Services Comprehensive Model**

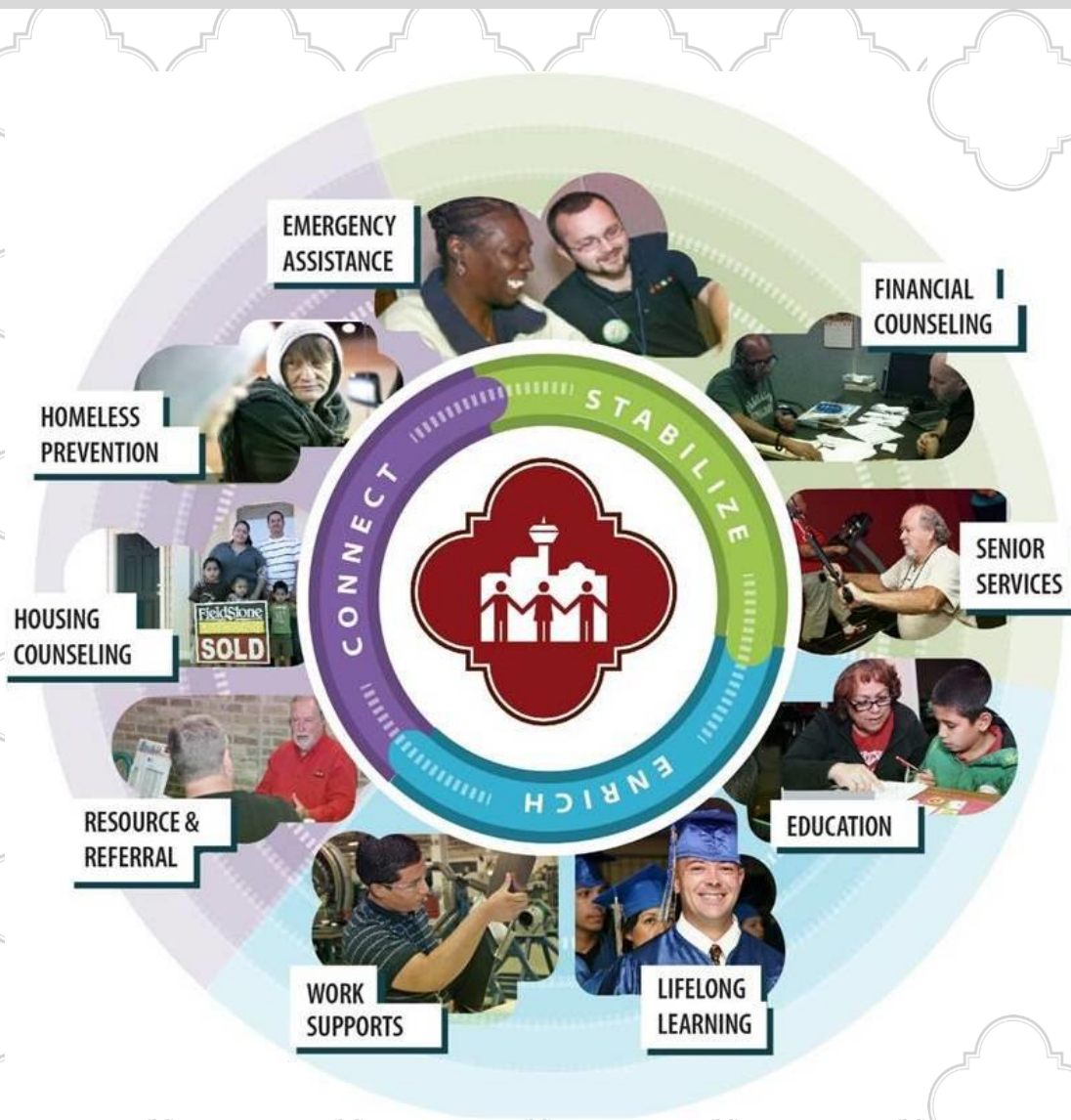
**Melody Woosley**

**Director**

**February 2, 2015**

**Budget, Finance and Audit Committee**

# Our Mission



*We promote life-long success by providing human services and connecting people to community resources*

# Challenges



**7<sup>th</sup> Largest City in the Nation**  
1.4M residents



**19.9% Poverty Rate**  
17.6% Texas/14.5% Nationally



**80.7% High School Graduation rate**  
81.2% Texas/86% Nationally



**Shortage of low-income Affordable Housing Stock**  
Unmet Demand of 142,647 Units



**Growing Senior Population**  
213,478 Currently/260,000 Projected by 2020





# SA 2020 - Strategic Focus



**Family  
Well Being**



**Education**

**\$102.5M Budget**  
**328 Employees**

**Community  
Safety**

**Economic  
Competitiveness**





# FY 2015 Budget

**General Fund – DHS**  
**\$18.9 M**

**General Fund  
Delegate Agencies**  
**\$16.4 M**

**Grants**  
**\$83.6 M**



## Revenues

## Expenditures

**Children's Services**  
**\$76.9 M (65%)**

**Delegate Agencies**  
**\$18.5 M (16%)**

**Senior Services**  
**\$12.6 M (10%)**

**Administration**  
**\$3.6 M (3%)**

**Community and Family Services**  
**\$7.3 M (6%)**



# Comprehensive Approach



## Comprehensive Approach

### Family Support



- Family Case Management
- Financial Counseling
- Work Supports
- Adult Learning

### Education Success



- Early Education
- High Quality Care
- Youth Employment
- College Access



Improved Education Success and Family Stability



# Family Support



**Financial Empowerment Centers**



**Volunteer Income Tax Assistance (VITA)**



**Family Assistance Centers**



**Fair Housing**

*Service Model*



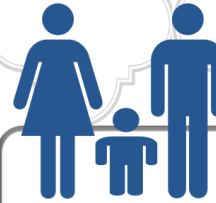
Integrate social services with financial counseling to address immediate client goals and promote family financial sustainability



# Family Support

## Family Assistance

- Emergency utility, rental and mortgage assistance to prevent homelessness
- Case management for long-term positive family outcomes:
  - Training for Job Success
  - Learn at San Antonio Public Library



**7,100**

**Received Utility Assistance in 2014**

## Housing Counseling

- HUD certified counselors facilitate housing stability:
  - Mortgage default and foreclosure prevention counseling
  - Landlord and tenant dispute mediation
  - Fair Housing education



**3,337**

**Families improved housing stability in 2014**



# Financial Empowerment Centers



## San Antonio Financial Empowerment Center

*Free One-on-One  
Financial Counseling*



- 1 of 5 cities selected to replicate New York Financial Empowerment Center model
  - 2 sites opened March 2013 through local government and non-profit partnerships
- Grant funded by Bloomberg Philanthropies and Cities for Financial Empowerment Fund
- One-on-one financial counseling with goal of assisting clients in:
  - Building Credit
  - Reducing Debt
  - Increasing Savings
  - Connecting to benefits

# Financial Empowerment Centers



## Client Demographics



**Under \$30K**  
Average Income



**Over \$20K**  
Average Debt



**\$500 emergency**  
66% of clients  
unable to address

## Results



**3,000**  
Residents Served



**\$3.2 M**  
Reduced Debt



**\$360K**  
Increased Savings



# Volunteer Income Tax Assistance



- Estimated \$80 million in unclaimed federal EITC left on the table annually
- Free federal income tax preparation for residents with incomes at or below \$60,000 annually
- San Antonio coalition is one of the largest in the nation with 21 locations and 2 mobile clinics
- 2014 - prepared 35,000 returns; refunds totaling \$58M; saving \$7.8M in tax preparation fees
- Sites also connect families to:
  - Matched savings program
  - IRS Sponsored Self Assistance Program
  - FAFSA Preparation
  - Library cards and voter registration





# Education Success



**12,080**

Children Served



**6,918**

Families employed, in training, or in school

- Head Start – Grantee for over 30 years
  - Early education, health, family support services to 3,020 children in 26 schools
  - Partner with two inner-city school districts to blend federal and State pre-k funding for full day services
- Child Care Services (CCS)
  - Manage childcare subsidy program for Bexar and 11 surrounding rural counties
  - 8,800 children are in care daily
- Early Head Start – CCS Partnership
  - High quality care and education for 260 0-3 year olds
  - \$2.7M will improve the quality of 5 inner city child care providers



# Education Success

- After School Challenge
  - \$2.7M to school districts
  - Provides education, recreation, and meals to 11,000 students daily in school district facilities
- Ambassador Program
  - Internship program for currently enrolled college students in local, high demand occupations
  - 120 interns placed each summer
- cafécollege
  - Free guidance, information and resources for students to prepare for, apply to, and enroll in higher education
  - Over 30,000 students served annually and 3,000 assisted with FAFSA





# Education Success

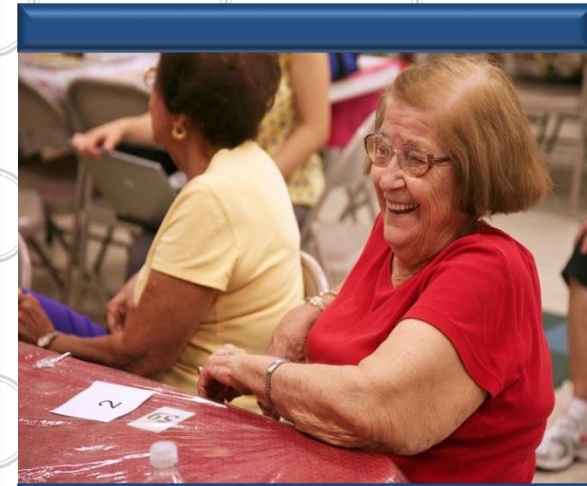
- Pre – K4 SA
  - In 2011 Brainpower Taskforce recommended development of program
  - Approved by voters and funded by City's remaining 1/8 percent sales tax capacity
  - Four centers (opened in August 2013 and 2014) serve 1,500 4-year olds annually
- Services include:
  - Blends tax revenue and State pre-k funds to provide full-day pre-k and afterschool care
  - Transportation and meals
  - Family support and case management
- Provides citywide learning opportunities and training for childhood professionals





# Safety Net

- Senior Services
  - 8 Comprehensive Senior Centers offer noon meal, recreational activities and full complement of supportive services
  - 56 part-time nutrition sites offer noon meal and limited activities
- Homelessness
  - Haven for Hope – \$20 million capital investment; \$6.5 million annual operating investment
  - Contractual support for shelter and rapid re-housing services
  - Participation in local Continuum of Care
  - Mayor's Challenge to End Veteran Homelessness by 2015 and Chronic Homelessness by 2016





# City of San Antonio

## Department of Human Services

Teamwork • Integrity • Innovation • Professionalism

### Contact Information:

Melody Woosley

Director, Department of Human Services

City of San Antonio

(210) 207 – 8198

[melody.woosley@sanantonio.gov](mailto:melody.woosley@sanantonio.gov)

# Memorandum



CITY OF DALLAS

DATE January 30, 2015

TO Members of the Budget, Finance & Audit Committee: Jerry R. Allen (Chair),  
Jennifer Staubach Gates (Vice-Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT Upcoming Agenda Item: Hosting and Service Contracts for Fleet Data Management System and  
FuelFocus Software

The February 11, 2015 Council Agenda includes an item to authorize a five-year service contract for ongoing hosting for the Fleet Data Management System and related hardware in the amount of \$452,549; and a five-year service contract for maintenance and support for the FuelFocus software in the amount of \$66,414 with AssetWorks, LLC, sole source, for a total amount not to exceed \$518,963.

Since 2009 the City has invested over \$3 million in professional services, hardware and a five-year software application hosting and support agreement for the M5 Fuel and Fleet Data Management systems. An upgraded Fuel Management system was implemented to provide tighter fuel controls, improved reporting, and reliable system hardware required to address identified audit issues. The City also converted multiple databases of vehicle / equipment maintenance and management data to a common shared fleet management database. Five City departments were consolidated and three departments were added into a single database allowing enterprise reporting of vehicle /equipment maintenance expense. Over 300 hours of training was provided to end-user department personnel to effectively utilize the system's capabilities.

The five-year service contract provides hosting, maintenance and support of the AssetWorks systems used for general fleet asset and fuel management. In addition the contract provides continuous performance monitoring and timely software updates.

With the approval of the item we are poised to continue to see the benefits of this investment.

A handwritten signature in blue ink that reads "Jill Jordan".

Jill A. Jordan, P.E.  
Assistant City Manager

c: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
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