

Budget, Finance & Audit Committee

Meeting Record- DRAFT

Meeting Date: August 17, 2015

Convened: 1:03 pm

Adjourned: 2:25 pm

Committee Members Present:

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

Erik Wilson
Rickey D. Callahan

Scott Griggs
Lee M. Kleinman

Committee Members Absent:

N/A

Other Council Members Present:

N/A

Staff Present:

Jeanne Chipperfield	Mike Frosch	Kris Sweckard	Robert Sims	Jeffery Cotner
Craig Kinton	Jing Xiao	Patrick Inyabri	Eileen Youens	Brigitte Gassaway
Edward Scott	Zarin Gracey	Renee Hayden	Filicia Hernandez	Errick Thompson
Richard Wagner	Fernando Gray, Sr.	Shelia Robinson	Dawna Brown	William Finch
Rick Galceran	Lance Sehorn	Louie Bright	Jack Ireland	Donzell Gipson
Brittany Burrell	David Brown	Eileen Youens	Mark Duebner	Stephanie Cooper
Tanishia Dorsey	Molly Carroll	Jody Puckett	Corrine Steeger	Yasmin Barnes
Tammie Butler	Zarin Gracey	Randall Hanks	Wallace Waits	Anatoli Douditski
Tony Aguilar	Amy Messer	Tina Richardson	Ronald Salo	Cynthia Villarreal
Carol Smith	David Pughes	Robert Rubel	Mamatha Sparks	Richard Siu

Others Present:

N/A

AGENDA:

Call to Order

1. **Consideration of the August 3, 2015 Minutes**

Presenter(s):

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to approve the August 3, 2015 minutes. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Erik Wilson

2. **Office of the City Auditor Fiscal Year 2015 Fourth Quarter Update**

Presenter(s): Craig D. Kinton, City Auditor

Information Only: X

Action Taken/Committee Recommendation(s):

N/A

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3. **Office of the City Auditor's Fiscal Year 2016 Audit Plan**

Presenter(s): Craig D. Kinton, City Auditor

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: Scott Griggs

Motion seconded by: Lee M. Kleinman

4. **FY2015-16 Budget: General Fund Reserve Levels and Proposed Amendment to the Financial Management Performance Criteria (FMPC)**

Presenter(s): Jack Ireland, Director, Office of Financial Services

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to not recommend to the City Council the revisions to the FMPC allowing the use of up to \$3 million for the one-time use for capital investment in transportation and/or City facility improvements in the upcoming budget on Tuesday, September 22, 2015. Motion passed on a divided vote, with Councilmember Wilson voting in opposition.

Motion made by: Scott Griggs

Motion seconded by: Lee M. Kleinman

5. **FY2014-15 Operating and Capital Budgets: Appropriation Adjustments**

Presenter(s): Jack Ireland, Director, Office of Financial Services

Jing Xiao, Assistant Director, Office of Financial Services

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration, with the deletion of Section 3a in the Operating Budget Ordinance, on Wednesday, August 26, 2015. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Rickey D. Callahan

UPCOMING AGENDA ITEMS:

August 26, 2015 City Council Meeting

A. **Agenda Item: Authorize a one-year service contract for airfield marking, striping and painting services for Aviation – Hi-Lite Airfield Services, LLC through an Interlocal Purchasing Agreement with Dallas/Fort Worth International Airport – Not to exceed \$1,000,003 - Financing: Aviation Current Funds (subject to appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015. Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

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- B. Agenda Item: Authorize a two-year service contract for airport runway concrete crack and joint repair services at Dallas Executive Airport – MRK Industrial Flooring, Inc., lowest responsible bidder of three - Not to exceed \$207,000 - Financing: Aviation Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- C. Agenda Item: Authorize a five-year service contract, with two one-year renewal options, for voice and data cable installation services to connect computers and phones at City facilities - AAA Data Communications, Inc., most advantageous proposer of two - Not to exceed \$2,453,513 - Financing: Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- D. Agenda Item: Authorize a five-year service contract, with two three-year renewals, for maintenance, support and parts for the existing audible paging system at Love Field facilities - Ford Audio-Video Systems, LLC, most advantageous proposer of two - Not to exceed \$198,100 - Financing: Aviation Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- E. Agenda Item: Authorize a six-year service contract, for preventive maintenance and repair services for the City's outdoor warning siren system - West Shore Services, Inc., only bidder - Not to exceed \$109,272 - Financing: Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

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- F. **Agenda Item: Authorize (1) an acquisition contract for the purchase and implementation of an aircraft identification and billing solution for Aviation in the amount of \$137,581; and (2) a three-year service contract, with two one-year renewal options, for maintenance and support for an aircraft identification and billing solution in the amount of \$173,574 - Vector Airport Systems, LLC, only proposer - Total not to exceed \$311,155 - Financing: Aviation Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- G. **Agenda Item: Authorize a five-year master municipal lease agreement for the financing of personal property purchases - Banc of America Public Capital Corp., most advantageous proposer of three - Not to exceed \$160,000 (\$60,000 upfront legal costs plus annual legal fees of \$20,000) - Financing: Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- H. **Agenda Item: Authorize a two-year master agreement for asphalt emulsion to be utilized by Street Services – Heartland Asphalt Materials, Inc., lowest responsible bidder of three - Not to exceed \$904,612 - Financing: Current Funds**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- I. **Agenda Item: Authorize a three-year master agreement for emergency road flares - Standard Fusee Corp. dba Orion, lowest responsible bidder of two - Not to exceed \$480,690 - Financing: Current Funds (\$478,650) and Water Utilities Current Funds (\$2,040)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

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- J. Agenda Item: Authorize (1) a five-year master agreement for fire emergency vehicle pump parts for Fire-Rescue - Fire Pump Specialty in the amount of \$200,000; and (2) a five-year service contract for fire vehicle repair services with parts for Fire-Rescue - Metro Fire Apparatus Specialist, Inc. in the amount of \$168,375, lowest responsible bidders of two - Total not to exceed \$368,375 - Financing: Current Funds (subject to annual appropriations)**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- K. Addendum Item: Merchant Services Contract**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- L. Addendum Item: Bond Counsel Services**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

- M. Agenda Item: Report Repository Software**

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, August 26, 2015.
Motion passed unanimously.

Motion made by: Scott Griggs

Motion seconded by: Philip T. Kingston

Adjourn