



City of Dallas

PARK AND RECREATION BOARD AGENDA

**THURSDAY, SEPTEMBER 15, 2016
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
214-670-4078**

**8:00 am: Administration and Finance Committee, Room 6FS
8:00 am: Planning and Design Committee, Room 6FN
9:00 am: Park and Recreation Board, Room 6FN**

RECEIVED

2016 SEP -9 PM 2:42

CITY SECRETARY
DALLAS, TEXAS



Rodney Schlosser, Chair
Raquel A. Rollins, Co-Chair
Barbara A. Barbee
Lawrence S. Jones
Jesse Moreno
Becky Rader
Marlon Rollins

(NOTICE OF MEETING)
DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FS
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(8:00 A.M.)

AGENDA

ACTION ITEMS

PARK BOARD AGENDA ITEM NO. 3 - Dallas Park and Recreation Department (All) - Consider a reimbursement of an amount no greater than \$615,000.00 from the Samuell Park Expendable Trust to the General Fund - Financing: Samuell Park Expendable Trust (\$615,000.00)

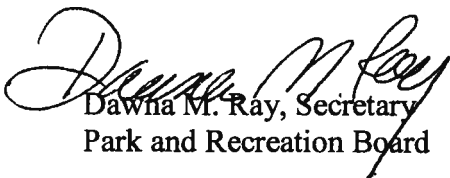
PARK BOARD AGENDA ITEM NO. 4 - Kidd Springs Park (1) - Consider an alcohol permit request for Amy Cowan, with Go Oak Cliff Go, to serve alcohol at a barbecue cook off event at Kidd Springs Park located at 711 West Canty Street, on Friday, November 11, 2016 at 4:00 p.m. to 11:00 p.m. through Saturday, November 12, 2016 from 8:00 a.m. – 10:00 p.m. - Estimated Revenue: \$1,075

NON-ACTION ITEMS

1. Park Partnership Policy Review and Recommendation (continued)
2. Proposed New Partners Workshop



(NOTICE OF MEETING – PAGE 2)
DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FS
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(8:00 A.M.)


Dawnia M. Ray, Secretary
Park and Recreation Board

- c: Dallas Park and Recreation Board Members
Willis C. Winters, Director, Park and Recreation Board
John D. Jenkins, Deputy Director, Park and Recreation Department
Christine Lanners, Assistant City Attorney
Rosa A. Rios, City Secretary

"A quorum of the Dallas Park and Recreation Board may attend this Dallas Park and Recreation Board Sub-Committee meeting."

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

RECEIVED

2016 SEP -9 PM 2:42

CITY SECRETARY
DALLAS, TEXAS



Amy W. Monier, Chair
Sean Johnson, Co-Chair
Celina Barajas
Lawrence P. Hochberg
Paul Sims
Robb P. Stewart
Yolanda F. Williams

(NOTICE OF MEETING)
DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(8:00 A.M.)

AGENDA

ACTION ITEMS

PARK BOARD AGENDA ITEM NO. 5 - Jules E. Muchert Army Reserve Center (10) – Consider Supplemental Agreement No. 1 to the professional services contract with Terracon Consultants, Inc. to provide additional environmental testing services, plans and specifications for the abatement of asbestos containing materials (ACM) and lead-based paint (LBP), including air monitoring, final inspection and close-out report at the former Jules E. Muchert U.S. Army Reserve Center located at 10031 East Northwest Highway – Not to exceed \$76,445 – Financing: General Obligation Commercial Paper Funds

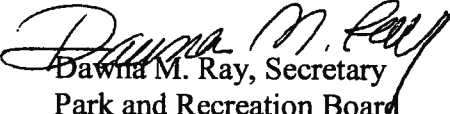
PARK BOARD AGENDA ITEM NO. 6 - Trinity Strand Trail Phase II (2, 6) – Consider an application for an Urban Outdoor Recreational Grant in the amount of \$1,000,000 from the Texas Parks and Wildlife Department for Development of Trinity Strand Trail Phase II Project from Trinity Strand Trail to Inwood Road – Financing: This action has no cost consideration to the City

NON-ACTION ITEM

1. Proposed revised Dallas Park and Recreation Board *Plaque and Interpretive Signage Policy*



(NOTICE OF MEETING – PAGE 2)
DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(8:00 A.M.)


Dawna M. Ray, Secretary
Park and Recreation Board

- c: Dallas Park and Recreation Board Members
Willis C. Winters, Director, Park and Recreation Board
Louise Elam, Interim Assistant Director, Park and Recreation Department
Christine Lanners, Assistant City Attorney
Rosa A. Rios, City Secretary

"A quorum of the Dallas Park and Recreation Board may attend this Dallas Park and Recreation Board Sub-Committee meeting."

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

RECEIVED

MEMORANDUM

2016 SEP -9 PM 2:43

CITY SECRETARY
DALLAS, TEXAS




DATE: September 9, 2016

TO: Max W. Wells, President, and
Members of the Dallas Park and Recreation Board

SUBJECT: Notice of Regular Meeting – Thursday – September 15, 2016 – 9:00 a.m.
Dallas City Hall – 1500 Marilla Street – Room 6FN – Dallas, Texas 75201

A Regular Meeting of the Dallas Park and Recreation Board is scheduled on Thursday, September 15, 2016 at Dallas City Hall, 1500 Marilla Street, Room 6FN, Dallas, Texas 75201 at 9:00 a.m. A copy of the agenda is attached.


Dawna M. Ray, Secretary
Park and Recreation Board

- c: Barbara A. Barbee, Park Boardmember, Council District 1
- Jesse Moreno, Vice President, Council District 2
- Marlon Rollins, Park Boardmember, Council District 3
- Lawrence P. Hochberg, Park Boardmember, Council District 4
- Yolanda F. Williams, Park Boardmember, Council District 5
- Celina Barajas, Park Boardmember, Council District 6
- Sean Johnson, Park Boardmember, Council District 7
- Raquel A. Rollins, Park Boardmember, Council District 8
- Susan Rader, Park Boardmember, Council District 9
- Robb P. Stewart, Park Boardmember, Council District 10
- Amy W. Monier, Park Boardmember, Council District 11
- Rodney Schlosser, Park Boardmember, Council District 12
- Lawrence S. Jones, Park Boardmember, Council District 13
- Paul Sims, Park Boardmember, Council District 14
- Willis C. Winters, Director, Park and Recreation Department
- John D. Jenkins, Deputy Director, Park and Recreation Department
- Christine Lanners, Assistant City Attorney
- Rosa A. Rios, City Secretary

RECEIVED

2016 SEP -9 PM 2:43

CITY SECRETARY
DALLAS, TEXAS

**DALLAS PARK AND RECREATION BOARD AGENDA
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(9:00 A.M.)**

MEETINGS:

8:00 am: Administration and Finance Committee – Room 6FS

8:00 am: Planning and Design Committee – Room 6FN

9:00 am: Park and Recreation Board – Room 6FN

(Public Speakers sign in by 8:30 a.m.)

1. Speakers
2. Approval of Minutes of the September 1, 2016 Park and Recreation Board Meeting

CONSENT AGENDA (ITEMS 3-6)

ADMINISTRATION AND FINANCE COMMITTEE – MISCELLANEOUS

3. Dallas Park and Recreation Department (All) - Authorize a reimbursement of an amount no greater than \$615,000.00 from the Samuell Park Expendable Trust to the General Fund - Financing: Samuell Park Expendable Trust (\$615,000.00)
4. Kidd Springs Park (1) - Authorize an alcohol permit request for Amy Cowan, with Go Oak Cliff Go, to serve alcohol at a barbecue cook off event at Kidd Springs Park located at 711 West Canty Street, on Friday, November 11, 2016 at 4:00 p.m. to 11:00 p.m. through Saturday, November 12, 2016 from 8:00 a.m. – 10:00 p.m. - Estimated Revenue: \$1,075

PLANNING AND DESIGN COMMITTEE – CONTRACT AWARDS

5. Jules E. Muchert Army Reserve Center (10) – Authorize Supplemental Agreement No. 1 to the professional services contract with Terracon Consultants, Inc. to provide additional environmental testing services, plans and specifications for the abatement of asbestos containing materials (ACM) and lead-based paint (LBP), including air monitoring, final inspection and close-out report at the former Jules E. Muchert U.S. Army Reserve Center located at 10031 East Northwest Highway – Not to exceed \$76,445 – Financing: General Obligation Commercial Paper Funds

PLANNING AND DESIGN COMMITTEE – MISCELLANEOUS

6. Trinity Strand Trail Phase II (2, 6) – Authorize an application for an Urban Outdoor Recreational Grant in the amount of \$1,000,000 from the Texas Parks and Wildlife Department for Development of Trinity Strand Trail Phase II Project from Trinity Strand Trail to Inwood Road – Financing: This action has no cost consideration to the City

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2
DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(9:00 A.M.)

ITEM FOR FURTHER CONSIDERATION

7. Elm Fork Gun Range (6) - Authorize a fifteen-year, plus one five-year renewal, concession contract with Elm Fork Clay Sports, Incorporated for management, operation and development of the Elm Fork Shooting Range (shotgun area) located at 10751 Luna Road – Estimated Annual Revenue: \$163,724; and authorize a fifteen-year, plus one five-year renewal, concession contract with Elm Fork Rifle and Pistol, Incorporated for management, operation and development of the Elm Fork Shooting Range (rifle and pistol range area) located at 10751 Luna Road – Estimated Annual Revenue: \$106,276 [This item was deferred by the Board on December 17, 2015; The Board was briefed on January 7, 2017]

NON-ACTION ITEM

8. Recent Police Activity in the Park System:
Rick Watson, Deputy Chief, Dallas Police Department

BRIEFINGS

9. Smart Growth for Dallas:
Louise Elam, Interim Assistant Director, Park and Recreation Department
10. The Trust for Public Land - Dallas Conservation Finance Program Update:
Willis Winters, Director, Park and Recreation Department
11. Dallas Midtown Park:
Louise Elam, Interim Assistant Director, Park and Recreation Department
12. Business Inclusion and Development Program Overview:
John Jenkins, Deputy Director, Park and Recreation Department

WORK SESSION

13. 2017 Bond Program:
Louise Elam, Interim Assistant Director, Park and Recreation Department

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3
DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(9:00 A.M.)

OTHER/NON-ACTION ITEMS

14. FY 2016-17 Budget Update

15. Trinity Standing Wave Update

16. Committee Reports

17. Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park

18. Staff Announcements – Upcoming Park and Recreation Department Events

19. Next Park and Recreation Board Regular Meeting: Thursday, October 20, 2016

20. Adjournment

A closed session may be held if the deliberation on any agenda item 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 Texas Open Meetings Act (T.O.M.A.)
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 T.O.M.A.
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 T.O.M.A.
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 T.O.M.A.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the T.O.M.A. Deliberations regarding Economic Development negotiations. Section 551.087 of the T.O.M.A.
6. Deliberations regarding Economic Development negotiations. Section 551.087 of the T.O.M.A.

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 4
DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, SEPTEMBER 15, 2016
(9:00 A.M.)

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

DRAFT

Park and Recreation Board
Dallas City Hall
1500 Marilla Street – Room 6FN
Dallas, Texas 75201
September 1, 2016 – 9:00 A.M.

Regular Meeting: Max W. Wells, President, presiding

Present: Max W. Wells, President; Jesse Moreno, Vice President; Celina Barajas, Barbara A. Barbee, Lawrence Hochberg, Sean Johnson, Lawrence S. Jones, Amy W. Monier, Susan Rader, Marlon Rollins, Raquel A. Rollins, Rodney Schlosser, Paul Sims, Robb P. Stewart, Yolanda F. Williams – 15

Absent: 0

President Wells convened the regular meeting at 9:02 a.m. A quorum of the Board was present.

Agenda Item 1. Speakers:

1. Elisabeth Akins regarding playground engineered wood fiber.

Agenda Item 2. A motion by Barbara Barbee, seconded by Raquel Rollins, for approval of the minutes of the August 18, 2016 Park and Recreation Board Meeting, was carried. The vote was unanimous.

CONSENT AGENDA (ITEMS 3-9)

ADMINISTRATION AND FINANCE COMMITTEE – MISCELLANEOUS

Agenda Item 3. Reverchon Park (2) – A motion by Rodney Schlosser, seconded by Lawrence Jones, to authorize an alcohol permit request for Raul Ramirez, with the Texas Latino Gay Pride, to serve alcohol at a Latin festival event at Reverchon Park located at 3505 Maple Avenue, on Saturday, October 08, 2016 from 9:00 a.m. – 11:00 p.m. - Estimated Revenue: \$460, was carried. The vote was unanimous.

BACKGROUND

The Park and Recreation Board has the authority by City Code (Sec.32-11.2(3)) to approve alcohol consumption on park property. A request has been received by Raul Ramirez, with Texas Latino Gay Pride, to serve alcohol from 3:00 – 11:00 pm, at a Latin festival, to be held at Reverchon Park (3505 Maple Avenue) on Saturday, October 08, 2016. The event will include the sale of beer and wine, food sales, and music. The estimated attendance is 800. Park Board approval of an alcohol permit is requested. This is a recurring event.

The Alcoholic Beverage Permit Conditions document has been given to the event organizers who will be required to meet all of the conditions to include Naming the City of Dallas as an Additional Insured as specified by the City's Risk Management Office and alcohol consumption will be restricted to a designated enclosed area staffed by Dallas Police.

FISCAL INFORMATION

Event organizers will pay a \$250 alcohol permit fee, \$210 special event fee and a \$450 refundable cleanup deposit-Estimated Revenue is \$460.

Agenda Item 4. Dallas Park and Recreation Department (All) – A motion by Rodney Schlosser, seconded by Lawrence Jones, to authorize a three-year master agreement for the purchase of sod with Robert Edison dba Brokers Quality Grass in the amount of \$482,691.50, Blue Sky Sod Farm, LLC in the amount of \$147,289.33, and J & J Sod Company, LLC in the amount of \$57,272.50, lowest responsive and responsible bidders of three - Total award for the Park and Recreation portion of the master agreement not to exceed \$687,253.33 - Financing: Current Funds (subject to annual appropriations), was carried. The vote was unanimous.

DRAFT

BACKGROUND

The purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis. This action does not encumber funds.

The Park and Recreation Department maintains the grounds at six 18-hole golf courses, and over 200 adult and youth athletic fields, including 13 football fields, 96 soccer fields, 105 softball fields, 17 baseball fields, two rugby fields, and two cricket fields. This master agreement will provide sod necessary to maintain the desired level of quality and playability of these greens, fairways and fields.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing and is to be awarded to the lowest responsible bidder of each line item. This bid included 25 line items.

Agenda Item 5. Dallas Park and Recreation Department (All) – A motion by Rodney Schlosser, seconded by Lawrence Jones, to authorize a three-year master agreement for the purchase of recreation and physical education supplies with S&S Worldwide, Inc. in the amount of \$269,630 and BSN Sports in the amount of \$60,500, lowest responsive and responsible bidders of three - Total award not to exceed \$330,130 - Financing: Current Funds (subject to annual appropriations), was carried. The vote was unanimous.

BACKGROUND

The purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis. This action does not encumber funds.

This master agreement will provide active play supplies, art and craft supplies, games, prepackaged activity sets, and educational supplies. Park and Recreation offers extensive recreation center programming at 42 recreation centers, Community Development Block Grant (CDBG) after school and summer programming at 19 Dallas Independent School District (DISD) schools and four recreation centers, and 17 Send a Kid to Camp programs at various parks.

This solicitation was structured in a manner which required bidders to submit a discount off manufacturer's list price for each group of products listed on the bid sheet. This bid included five groups.

Agenda Item 6. Dallas Park and Recreation Department (All) – A motion by Rodney Schlosser, seconded by Lawrence Jones, to authorize a three-year master agreement for the purchase of mulching materials and playground engineered wood fiber with Naturomulch, LLC in the amount of \$1,431,000.00, GWG Wood Group, Inc. in the amount of \$276,000.00, and The LETCO Group, LLC dba Living Earth in the amount of \$183,812.50, lowest responsive and responsible bidders of six - Total award for the Park and Recreation portion of the master agreement not to exceed \$1,890,812.50 - Financing: Current Funds (subject to annual appropriations), was carried. The vote was unanimous.

BACKGROUND

The purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis. This action does not encumber funds.

The Park and Recreation Department maintains the grounds at six 18-hole golf courses, over 21,000 acres of park property, and 43 recreation centers. This three-year master agreement will be used to supply mulching materials for horticulture beds and tree plantings, as well as for top dressing for weed and moisture control.

DRAFT

This master agreement will also provide wood fiber playground engineered wood fiber for outdoor playgrounds throughout the City. The playground engineered wood fiber provide a safe play surface under and around outdoor playground equipment and are certified by the International Playground Equipment Manufacturers Association (IPEMA). IPEMA certification verifies that the playground engineered wood fiber meet applicable ASTM standards with regard to composition, particle size, consistency, purity and impact attenuation.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing; this bid resulted in a 0.4% decrease from comparable unit prices for the bid awarded in 2014.

ADMINISTRATION AND FINANCE COMMITTEE – MISCELLANEOUS

Agenda Item 7. Dallas Park and Recreation Department (All) – A motion by Rodney Schlosser, seconded by Lawrence Jones, to authorize a three-year service contract for the rental and maintenance of portable toilets with Pot-O-Gold Rentals, LLC, lowest responsive and responsible bidder of three - Total award for the Park and Recreation portion of the service contract not to exceed \$547,909 - Financing: Current Funds (subject to annual appropriations), was carried. The vote was unanimous.

BACKGROUND

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. This action does not encumber funds.

This service contract provides for the rental of regular portable toilet units, ADA compliant toilet units, comfort stations and restroom trailers on a daily, weekly or monthly basis. Cleaning frequency of each unit will be scheduled based on the amount of usage at each location.

The units rented from this service contract will be used by the general public at the City's parks, athletic fields, and golf courses. This service contract will also provide units for use at work sites and will be utilized for special events and in emergency situations.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing and is to be awarded in total to the low bidder. This bid contained 33 line items.

PLANNING AND DESIGN COMMITTEE – CHANGE ORDERS

Agenda Item 8. South Central Park/Joppa Trail (7) – A motion by Amy Monier, seconded by Robb Stewart, to authorize **(1)** a decrease in the contract with RoeschCo Construction, Inc. for a credit to the existing contract in an amount of (\$728,458) for the Joppa Trail and South Central Park sprayground; and **(2)** a disbursement of funds to the U.S. Army Corps of Engineers in the amount of \$728,458 for the City's share costs for the construction of the Joppa Trail located between Fellows Lane to Elam Road - Not to exceed (\$728,458), from \$3,584,711 to \$2,856,253 - Financing: 2006 Bond Funds (\$711,398) and 1998 Bond Funds (\$17,060), was carried. The vote was unanimous.

WHEREAS, on October 8, 2014, by Resolution No. 14-1695, RoeschCo Construction, Inc. was awarded a contract for construction of the South Central Park and Joppa Connector Trail Project, which includes site improvements for South Central Park and the construction of approximately one mile of multipurpose concrete trail including two bridges, in an amount not to exceed \$3,536,435.00.

WHEREAS, on July 28, 2015, by Administrative Action No. 15-1118, RoeschCo Construction, Inc., Change Order No. 1 was authorized for concrete depth, dependable water fountain, bollards and other miscellaneous items to include a credit for reduced parking lot size; deduction for trail head sundial and concrete kiosk; add retaining wall at east parking area, and install automatic backwash for sprayground, in an amount not to exceed \$48,276.19, increasing the contract amount to \$3,584,711.19.

DRAFT

WHEREAS, this action will authorize Change Order No. 2 to the contract with RoeschCo Construction, Inc., in an amount not to exceed (\$728,458.10), from \$3,584,711.19 to \$2,856,253.09 for a credit for the Joppa Trail and South Central Park sprayground from the existing contract. Due to river flooding and inundation of the lower chain of wetlands, the U. S. Army Corps of Engineers (Corps) and the City determined that it would be the best course of action for the Corps' contractor to complete the work when the ground and river conditions permit. The sprayground has been completed and the Corps will be taking over completion of the trail. The City's contractor will provide two bridges as well as prefabricated structural steel elevated decking to the Corps.

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 enter into Change Order No. 2 to the contract with RoeschCo Construction, Inc. for a credit to the existing contract for the Joppa Trail and South Central Park sprayground, in an amount not to exceed (\$728,458.10), decreasing the contract amount from \$3,584,711.19 to \$2,856,253.09.

SECTION 2. That the President of the Park and Recreation Board and the City Manager are hereby authorized to execute a decrease in the contract with RoeschCo Construction, Inc., after approval as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in the amount of \$728,458.10 to the U.S. Army Corp of Engineers for the City's share costs for the construction of the Joppa Trail.

SECTION 4. That the Chief Financial Officer is hereby authorized to reduce encumbrances in the amount of (\$728,458.10) to RoeschCo Construction, Inc. as follows:

(2006) Street and Transportation Fund Fund 6R22, Department PBW, Unit P922 Object 4599, Activity HIBT, CT-PBW03P922A1 Program PB03P922, Commodity 91200 Vendor VS0000057213	(\$711,397.85)
(1998) Public Work and Transportation Fund Fund 6P14, Department PBW, Unit P922 Object 4599, Activity HIBT, CT-PBW03P922A1 Program PB03P922, Commodity 91200 Vendor VS0000057213	(\$17,060.25)
Total amount not to exceed	(\$728,458.10)

SECTION 5. That the 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.

PLANNING AND DESIGN COMMITTEE – CONTRACT AWARDS

Agenda Item 9. Bachman Lake Trail Phase III (6) – A motion by Amy Monier, seconded by Robb Stewart, to authorize **(1)** the acceptance of a grant with the Texas Parks and Wildlife Department in an amount not to exceed \$1,000,000; **(2)** the establishment of appropriations in the Texas Parks and Wildlife Grant Fund in the amount of \$1,000,000; **(3)** the receipt and deposit funds in the amount of \$1,000,000 in the Texas Parks and Wildlife Grant Fund; and **(4)** a contract with The Fain Group, Inc., best value proposer of five, for trail renovations at Bachman Lake Park along Shorecrest Drive from Denton Drive to Webb Chapel Road - Not to exceed \$2,138,524 - Financing: General Obligation Commercial Paper Funds (\$1,138,524) and Texas Parks and Wildlife Department Grant Funds (\$1,000,000), was carried. The vote was unanimous.

DRAFT

BACKGROUND

On May 13, 2016, five proposals were received for trail improvements at Bachman Lake Park. The Fain Group, Inc. was selected as the best value proposer for the Base Price and Alternate Nos. A1, A2, A4, B1 and B2, in the amount of \$2,138,524.29.

Proposals based on Request for Competitive Sealed Proposals (RFCSP) are evaluated on pre-set criteria which include cost, qualifications of the prime contractor, construction amount and schedule ratings, which are based on mathematical formulas, with the best price and best schedule being given the highest scores. Ratings "1" to "10" are given for each criterion with "10" being the best rating. These ratings are multiplied by the weighting to obtain the score for each criterion.

The following is a list of the rating criteria and values for each criterion:

<u>Rating Criteria</u>	<u>Value</u>
1. Proposed Construction Contract Award	45%
2. Qualifications/Experience/References for Prime Firm	20%
3. Subcontractor Experience	10%
4. Business Inclusion and Development Plan	15%
5. Financial Sufficiency	5%
6. Schedule/Time of Completion	<u>5%</u>
	100%

ESTIMATED PROJECT OF PROJECT

Begin Design	August 2011
Completed Design	April 2016
Begin Construction	December 2016
Completed Construction	August 2017

FISCAL INFORMATION

2012 Bond Program (General Obligation Commercial Paper Funds) - \$1,138,524.29
Texas Parks and Wildlife Department Grant Funds - \$1,000,000

NON-ACTION ITEM

Agenda Item 10 was cancelled. Recent Police Activity in the Park System - Rick Watson, Deputy Chief, Dallas Police Department.

BRIEFINGS

Agenda Item 11. 2017 Bond Program Briefing 3: Options and Partnership Matching Funds presented by Louise Elam, Interim Assistant Director, Park and Recreation Department. Straw Vote: 13-2 in favor of Option D - \$325 million dollars. [President Wells announced a recess during the briefing from 10:44 a.m. – 10:57 a.m.]

Agenda Item 12. Dallas Park and Recreation Department BioBlitz Briefing presented by Jeremy McMahon, Manager III, Park and Recreation Department and Brett Johnson, Senior Environmental Coordinator, Park and Recreation Department.

OTHER/NON-ACTION ITEMS

Agenda Item 13. FY 2016-17 Budget Update presented by John Jenkins, Deputy Director, Park and Recreation Department.

Agenda Item 14. Trinity River Standing Wave Update presented by Louise Elam, Interim Assistant Director, Park and Recreation Department.

DRAFT

Agenda Item 15. Committee Reports:

Max Wells: Aquatics Committee.

Yolanda Williams: Marketing Committee.

Agenda Item 16. No Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park.

Agenda Item 17. Staff Announcements – Upcoming Park and Recreation Department Events.

Daniel Huerta: High School Football at the Cotton Bowl Stadium.

Agenda Item 18. President Wells announced next Park and Recreation Board Regular Meeting: Thursday, September 15, 2016.

Agenda Item 19. President Wells adjourned the meeting at 11:44 a.m.

Dawna M. Ray, Secretary
Park and Recreation Board

Max W. Wells, President
Park and Recreation Board

NOTE: For more information on discussion of any issue heard during this meeting, refer to the tape recording retained in the Park Department's Central File.

**DALLAS PARK AND RECREATION BOARD
AGENDA INFORMATION SHEET**

DATE: September 15, 2016

COUNCIL DISTRICTS: All

STAFF: John Jenkins, 214-670-4073

SUBJECT

Authorize a reimbursement of an amount no greater than \$615,000.00 from the Samuell Park Expendable Trust to the General Fund - Financing: Samuell Park Expendable Trust (\$615,000.00)

BACKGROUND

In fiscal year 2007-2008, budget reductions were necessary to meet the Department's required Price of Government (POG). To minimize budget reductions, a reimbursement from the Samuell Park Expendable Trust was included in the Department's general fund operating budget. The reimbursement offsets general fund expenses associated with operations, maintenance and improvements at Samuell properties. If the reimbursement is removed from the operating budget, general fund expenses must be reduced by an equal amount.

The fiscal year 2015-16 budget includes a reimbursement to the general fund from the Samuell Park Expendable Trust. This reimbursement is typically taken when the fiscal year is being closed out. Funds in the Samuell Park Expendable Trust are held by the City of Dallas and accrued from interest and dividends paid out from the W.W. Samuell Trust managed by the Bank of America on behalf of the Samuell family as well as fees from facilities located on Samuell properties.

FISCAL INFORMATION

\$615,000.00 - Samuell Park Expendable Trust

COMMITTEE ACTION

The Administration and Finance Committee will consider this item on September 15, 2016. A recommendation will be presented to the Park and Recreation Board on the same day. This item does not require City Council approval.

STAFF RECOMMENDATION

Staff recommends approval.

**DALLAS PARK AND RECREATION BOARD
AGENDA SHEET**

DATE: September 15, 2016
COUNCIL DISTRICT(S): 1
STAFF: Daniel Huerta, 214-670-8483

SUBJECT

Authorize an alcohol permit request for Amy Cowan, with Go Oak Cliff Go, to serve alcohol at a barbecue cook off event at Kidd Springs Park located at 711 West Canty Street, on Friday, November 11, 2016 at 4:00 p.m. to 11:00 p.m. through Saturday, November 12, 2016 from 8:00 a.m. – 10:00 p.m. - Estimated Revenue: \$1,075

BACKGROUND

The Park and Recreation Board has the authority by City Code (Sec.32-11.2(3)) to approve alcohol consumption on park property. Amy Cowan, with Go Oak Cliff Go, is requesting approval to serve alcohol at the Blues, Bandits, BBQ Festival to be held at Kidd Springs (711 West Canty Street) on Friday, November 11 from 4:00 p.m. - 11:00 p.m. and Saturday, November 12, 2016 from 8:00 a.m. – 10:00 p.m. The event will include food, children's activities, local musicians, a 5K Run, and the sale of beer and wine, the estimated attendance is 700. Park Board approval of an alcohol permit is requested for this return event.

The Alcoholic Beverage Permit Conditions document has been given to the event organizers who will be required to meet all of the conditions to include Naming the City of Dallas as an Additional Insured as specified by the City's Risk Management Office and alcohol consumption restricted to a designated enclosed area staffed by Dallas Police.

FISCAL INFORMATION

Event organizers will pay a \$250 alcohol permit fee, \$825 special event fee and a \$450 refundable cleanup deposit. Estimated Revenue is \$1,075.

COMMITTEE ACTION

The Administration and Finance Committee will consider this item on September 15, 2016 and will present a recommendation to the Park and Recreation Board on the same day. This item does not require City Council approval.

STAFF RECOMMENDATION

Staff recommends alcoholic beverage permit approval.

KEY FOCUS AREA: Culture, Arts and Recreation and Educational Enhancements

AGENDA DATE: September 28, 2016

COUNCIL DISTRICT(S): 10

DEPARTMENT: Park & Recreation

CMO: Louise Elam, 214-670-5275

MAPSCO: 27Z

SUBJECT

Authorize Supplemental Agreement No. 1 to the professional services contract with Terracon Consultants, Inc. to provide additional environmental testing services, plans and specifications for the abatement of asbestos containing materials (ACM) and lead-based paint (LBP), including air monitoring, final inspection and close-out report at the former Jules E. Muchert U.S. Army Reserve Center located at 10031 East Northwest Highway - Not to exceed \$76,445 - Financing: General Obligation Commercial Paper Funds

BACKGROUND

The original professional services contract was authorized by Administrative Action in an amount not to exceed \$7,550 for Jules E. Muchert Army Reserve Center.

This action authorizes Supplemental Agreement No. 1 to the professional services contract with Terracon Consultants, Inc. to provide additional environmental testing services, plans and specifications for the abatement of asbestos containing materials (ACM) and lead-based paint (LBP), including air monitoring, final inspection and close-out report at the Jules E. Muchert U.S. Army Reserve Center for a fee not to exceed \$76,445, increasing the original contract from \$7,550 to \$83,995. This building will be used for Administrative Offices for the Park and Recreation Department.

ESTIMATED SCHEDULE OF PROJECT

Begin Design	October 2016
Complete Design	December 2016
Begin Construction	January 2017
Complete Construction	April 2017

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Planning and Design Committee will consider this item on September 15, 2016 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council approval on September 28, 2016.

FISCAL INFORMATION

General Obligation Commercial Paper Funds - \$76,445

Design Contract	\$7,550
Supplemental Agreement No. 1 (this action)	<u>\$76,445</u>
Total	\$83,995

M/WBE INFORMATION

See attached.

ETHNIC COMPOSITION

Terracon Consultants, Inc.

White Male	67	White Female	19
Hispanic Male	17	Hispanic Female	3
Black Male	6	Black Female	4
Other Male	10	Other Female	5

OWNER

Terracon Consultants, Inc.

David Gaboury, President
Michael Yost, Secretary
Donald Vrana, Treasurer

MAP

Attached

Anastacio, Vhee

From: Williams, Regina T.
Sent: Thursday, September 08, 2016 9:29 AM
To: Anastacio, Vhee
Cc: Lifsey, Sonja
Subject: FW: BID APPROVAL TERRACON JULES MUCHERT SA 1 25 OVERALL 23.62

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize Supplemental Agreement No. 1 to the professional services contract with Terracon Consultants, Inc. to provide additional environmental testing services, plans and specifications for the abatement of asbestos containing materials (ACM) and lead-based paint (LBP), including air monitoring, final inspection and close-out report at the former Jules E. Muchert U.S. Army Reserve Center located at 10031 East Northwest Highway - Not to exceed \$76,445 - Financing: General Obligation Commercial Paper Funds

Terracon Consultants, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractors.

PROJECT CATEGORY: Architecture & Engineering

LOCAL/NON-LOCAL CONTRACT SUMMARY - THIS ACTION ONLY

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$59,627.10	78.00%
Non-local contracts	\$16,819.90	22.00%
TOTAL THIS ACTION	\$76,447.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Cates Laboratories	WFDB32535Y0617	\$2,293.35	3.85%
Total Minority - Local		\$2,293.35	3.85%

Non-Local Contractors / Sub-Contractors

<u>Non-local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Stan's Enviroservice, Inc.	BMMB63985N0117	\$15,289.00	90.90%
Cheryl's Drafting & Design	WFDB96904Y0716	\$1,528.90	9.09%
Total Minority - Non-local		\$16,817.90	99.99%

TOTAL M/WBE PARTICIPATION

	This Action		Participation to Date	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$15,289.00	20.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$15,289.00	18.20%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$3,822.25	5.00%	\$4,550.06	5.42%
Total	<u>\$19,111.25</u>	<u>25.00%</u>	<u>\$19,839.06</u>	<u>23.62%</u>



**CITY OF DALLAS
CONTRACTOR'S AFFIDAVIT
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

3/11/17

Project Name: Jules E. Muchert Service Center

Supplemental Agreement No. 1, Contract
Bid/Contract #: Identification Number PKR-2016-00001127

Instructions:

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (If none, register online: www.bids.dallascityhall.org). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.

Column 3: List name of firm; MWBE Certification Number (if applicable).

Column 4: List firm(s); contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=African American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE.

Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work [1]	City of Dallas Vendor Number [2]	Name of Firm & MWBE Certification (If Applicable) [3]	Contact Name Address, City, State, Zip & Tel. Number [4]	Type of Firm [5]	L or N [6]	Value of Work (\$) [7]	Percent (%) [8]	Payments to Date (\$) [9]	Payment this Period (\$) [10]
Asbestos and Lead Consulting Services	341409	Terracon Consultants, Inc.	Greg Calhoun, 8901 John Carpenter Freeway, Suite 100, Dallas, Texas 75247 (214) 630-1010	NON	L	\$ 57,333.75	75.00%		
Notes:									
Air monitoring and project oversight		Stan's Enviroservice, Inc.	Stan Davis, P.O. Box 181720 Arlington, TX 76096 & (817) 239-5486	B	N	\$ 15,289.00	20.00%		
Notes: BMMB59450 N1214 <i>BMMB63985110117</i>									
Analysis		Cates Laboratories	John Cates, 1339 Motor Circle Dallas, TX 75207, (214) 920-5006	W	L	\$ 2,293.35	3.00%		
Notes: WFDB32535 Y0617									

Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
Drafting		Cheryl's Drafting & Design	Cheryl Driscoll, 1903 Everglade Court, Grapevine, TX 76051, (817) 366-9399	W	N	\$ 1,528.90	2.00%		
Notes: WFDB96904 Y0716 0717									
Analysis							0.00%		
Notes:									
Analysis							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									
							0.00%		
Notes:									

Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (If Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)	
[Note: Totals and Percentages will automatically calculate.]						Total Bid Amount:	\$ 76,445.00	100.00%	\$ -	\$ -

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.

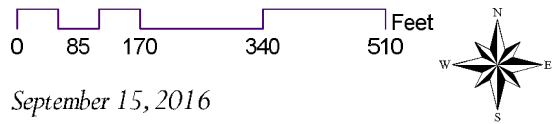
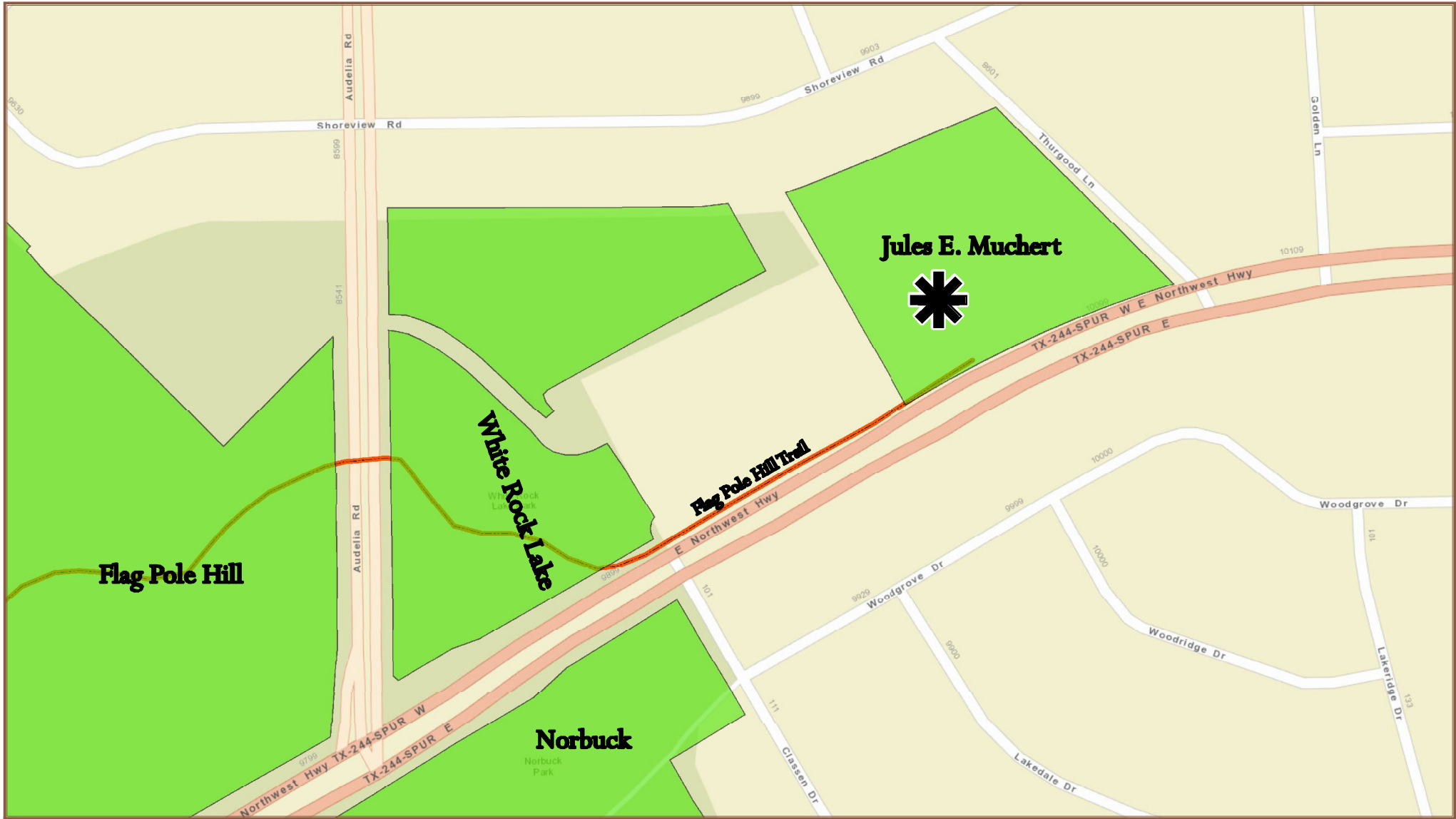
Officer's Signature: 

Title: Senior Principal

Printed Name: Saad M. Hineidi, P.E.

Date: Revised 9/7/16

Company Name: Terracon Consultants, Inc.



September 15, 2016

Jules E. Muchert Army Reserve Center
(10031 East Northwest Highway)

Mapsko
27 Z

District
10

KEY FOCUS AREA: Culture, Arts and Recreation and Educational Enhancements

AGENDA DATE: September 28, 2016

COUNCIL DISTRICT(S): 2, 6

DEPARTMENT: Park & Recreation

CMO: Louise Elam, 214-670-5275

MAPSCO: 34Q, 34U, 34Y, 44C, 44D, 44H

SUBJECT

Authorize an application for an Urban Outdoor Recreational Grant in the amount of \$1,000,000 from the Texas Parks and Wildlife Department for Development of Trinity Strand Trail Phase II Project from Trinity Strand Trail to Inwood Road – Financing: This action has no cost consideration to the City

BACKGROUND

The Texas Parks and Wildlife Department is accepting grant applications for the Urban Outdoor Recreation Grant program. This program will issue grants to public agencies of a population of greater than 500,000. The maximum grant award is \$1 million. The scoring criteria for this grant program focuses on projects which are designed to be harmonious with the natural environment, with an emphasis on public health, safety, and barrier-free access. Points are awarded for projects which include trails, protect natural resources, and improves opportunities for low-income and ethnic minority citizens, and citizens with disabilities. The Trinity Strand Trail Phase II project was chosen for this application as it achieves many of the points from the scoring criteria and will be shovel ready shortly after grants are awarded next year, and has existing required match funding.

The grant program stipulates a dollar for dollar match funding requirement. The City's existing 2012 Bond Program allocation for Phase II of the Trinity Strand Trail will be used for the required match funding. If successful, the grant will supplement the existing funding for alternates expected to exceed the current budget.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

The Planning and Design Committee will consider this item on September 15, 2016 and will present a recommendation to the Park and Recreation Board on the same day.

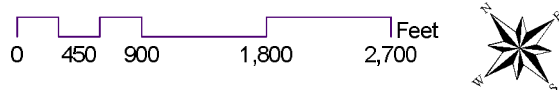
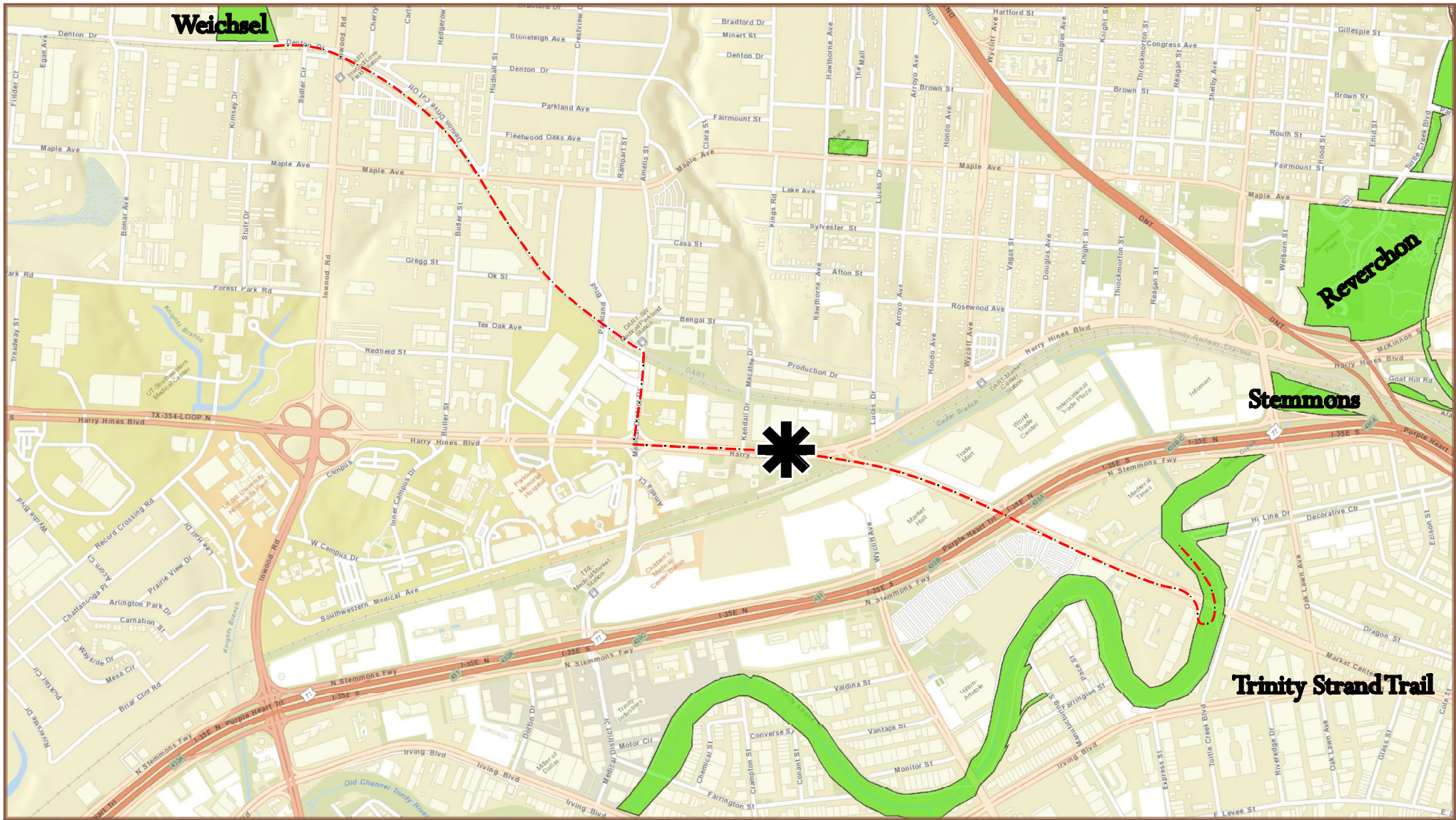
This item will be scheduled for City Council approval on September 28, 2016.

FISCAL INFORMATION

This action has no cost consideration to the City.

MAP

Attached



September 15, 2016

Trinity Strand Trail Phase II Grant Application (Trinity Strand Trail to Inwood Rd)

Mapsc0
34 Q,U,Y
44 C,D,H

District
2, 6

**DALLAS PARK AND RECREATION BOARD
AGENDA INFORMATION SHEET**

AGENDA DATE: September 15, 2016

COUNCIL DISTRICT(S): 6

STAFF: John Jenkins, 214-670-4073

SUBJECT

Authorize a fifteen-year, plus one five-year renewal, concession contract with Elm Fork Clay Sports, Incorporated for management, operation and development of the Elm Fork Shooting Range (shotgun area) located at 10751 Luna Road – Estimated Annual Revenue: \$163,724; and authorize a fifteen-year, plus one five-year renewal, concession contract with Elm Fork Rifle and Pistol, Incorporated for management, operation and development of the Elm Fork Shooting Range (rifle and pistol range area) located at 10751 Luna Road – Estimated Annual Revenue: \$106,276

BACKGROUND

The Elm Fork Shooting Range is divided into two components. One area of the range is for rifle and pistol shooting, and the other area is for shotgun. On August 13, 2003, the City, authorized by City Council Resolution No. 03-2166, entered into a ten-year contract with one five-year renewal option with Elm Fork Shooting Park, Incorporated to manage and operate both areas of the shooting range.

On February 11, 2004, a Supplemental Agreement No. 1 was executed to assign the shotgun range area of the shooting park from Elm Fork Shooting Park, Inc. to Elm Fork Clay Sports, Inc. On October 24, 2007, the parties executed Supplemental Agreement No. 2 to assign the rifle and pistol range area of the shooting park from Elm Fork Shooting Park, Inc. to Elm Fork Rifle and Pistol, Inc. Scott Robertson is the President of both entities operating and managing the two shooting ranges. On October 9, 2013, the contract was extended for a period of five years. Its current end date is October 31, 2018.

BACKGROUND (Continued)

Over the last eleven years, Mr. Robertson has made significant safety and environmental improvements and financial investments in property and building upgrades and enhancements to both ranges. This has made the Elm Fork Shooting Ranges a destination for outdoor enthusiasts, which has created opportunities for several events to be scheduled throughout the year. He has also worked with various government and law enforcement agencies to provide the ranges as training facilities including law enforcement agencies and the Department of Homeland Security, specifically the FFDO (Federal Flight Deck Officers) and FAMS (Federal Air Marshal Service).

Mr. Robertson is requesting consideration of new contracts in consideration of the primary needs: 1) need to complete repairs to the premises due to flooding in 2015 which will require substantial funds to facilitate needed repairs; 2) ability to secure reasonable financing from the lending source; and 3) complete planned capital improvements which are estimated at around \$2 million dollars including, but not limited to, constructing new clubhouses including office and restaurant space, constructing new picnic areas, new parking and 1.2 miles of concrete trails.

In order to allow time to make these improvements and recoup the required financial investment, approval of new fifteen-year, with one (1) five-year renewal, contracts are being requested.

Proposed Contract Deal Points:

City Obligations:

- City shall maintain the entrance road to the Premises leading to the parking lots of both the Clay and Shotgun Premises and the Rifle and Pistol Premises.
- City shall trim any and all trees necessary to maintain safe entry onto the Premises and shall provide trees for planting as required.
- In the event that operations are forced to close due to unavoidable circumstances for a period of at least 15 days, City shall waive its required commissions for the same number of days as operations were closed beginning on the day that operations can resume.
- City may review any and all services performed by the Concessionaire and shall have the right to audit, at reasonable times and upon reasonable notice, all of the Concessionaire's records and billing relating to the performance of the Agreements.

BACKGROUND (Continued)

Concessionaire Obligations:

- Concessionaire shall raise monies to fund improvements to the Premises. Concessionaire shall on a monthly basis pay to the City a percentage of gross receipts in accordance with the proposed table attached.
- Concessionaire will enter into (in its own name) and perform all contracts necessary to fully complete the improvements.
- City shall have no liability for any claims that may arise out of design or construction of the improvements.
- The Director of the Park and Recreation Department, or his designated representative (Director) has the right to review and approve the selection of any design consultants, contractors, and subcontractors used on the improvements.
- Fee simple title to the improvements, when made, shall automatically vest in the City without any further actions by either party.
- Concessionaire shall be responsible for actions and cost associated with the operation, management and maintenance of the improvements.
- Concessionaire shall submit annually an Examination-Level Attestation Report from an independent auditor/accountant, performed in accordance with the attestation standards established by the American institute of Certified Public Accountants
- Concessionaire shall be allowed to host events in which alcohol is sold provided the caterer has provided a valid license from the Texas Alcoholic Beverage Commission, the Premises has been closed to general public for the time of the event, and all firearms owned by both the Concessionaire and private citizens have been locked away and secured.
- Concessionaire has reviewed the City's environmental policy and shall adhere to the policy including being responsible to submit a Lead Reclamation Plan and submittal of document pertaining to that plan.
- Concessionaire will annually submit a full operating budget.
- Concessionaire shall not assign or sublet any part of the Agreements or the concession rights without the express prior written approval of the Director.
- Concessionaire shall not mortgage, pledge, or otherwise encumber its rights and interests under the Agreements to secure financing.
- Concessionaire shall purchase and maintain insurance in accordance with contractual requirements.

Authorize a fifteen-year concession contract with Elm Fork Clay Sports, Incorporated and authorize a fifteen-year concession contract with Elm Fork Rifle and Pistol, Incorporated – September 15, 2016 – Page 4

FISCAL INFORMATION

Elm Fork Clay Sports, Inc. - Estimated Annual Revenue: \$163,724

Elm Fork Rifle and Pistol, Inc. - Estimated Annual Revenue: \$106,276

COMMITTEE ACTION

This item was deferred by the Park and Recreation Board on December 17, 2015.

The Park and Recreation Board was briefed on January 7, 2016.

This item will be scheduled for City Council approval.

STAFF RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

1. Elm Fork Shooting Sports Fact Sheet
2. Financing Letter from The State Bank of Wynnewood to Scott Robertson
3. Proposed Exhibit D – Concessionaire Commission Payment (Proposed)



Elm Fork Shooting Sports Fact Sheet

Background

- ▲ Elm Fork Shooting Sports purchased the “shotgun side” in 2002. Gross revenue was \$327,000 and revenue to the City was \$27,795. In 2007, the Rifle/Pistol side was purchased and Elm Fork Shooting Sports spent \$1,500,000 to ensure facility safety and create a model for other range facilities to follow.
- ▲ Since 2002, Gross revenue and revenue to the City is up 1000% to \$3,500,000 in 2014 with revenue to the City of \$280,000.
- ▲ Since 2002, Elm Fork Shooting Sports has constructed \$3,500,000 in Capital Improvements to the facility at no cost to the City of Dallas:
 - 3 Sporting Clay Courses
 - 3 5-Stand Ranges
 - 2800 sqft Clubhouse
 - 4000 sqft Pavilion
 - 1000 sqft Patio Pavilion
 - 9 Additional Pistol Ranges
 - Vintage-style .22 Pistol Shooting Gallery
 - Tactical Shooting Range
 - 100 yd Rifle Range
 - 50 yd Rifle Range
 - Asphalt road and parking lot on Shotgun side
 - All maintenance to ranges, pro shops and shooting infrastructure, e.g., painting, flood cleanup and repairs, equipment, rental guns,

fencing, and electricity have been responsibility of Elm Fork Shooting Sports

- City provides maintenance to road, materials for gravel parking and road improvements, materials for other improvements such as sidewalks and trails
 - Elm Fork Shooting Sports provides labor
- ▲ In 2014, Elm Fork Shooting Sports served 118,000 guests.
- ▲ Elm Fork Shooting sports serves as the Regional Training Facility for the Federal Air Marshals (FAMS) and Federal Flight Deck Officers (FFDO) of the Department of Homeland Security. The facility is also utilized by the FBI, Secret Service, and numerous law enforcement agencies and private security companies.
- ▲ Elm Fork Shooting Sports has been recognized multiple times as the Top Range in Texas and 3 times in the last 10 years as the Top Range in the US (NSCA High Volume Award) by the National Sporting Clays Association.
- ▲ Elm Fork Shooting Sports has helped raise over \$5,000,000 for local and national charities.

Environmental Stewardship

- ▲ Elm Fork Shooting Sports reclaims lead every two years, or sooner, depending on use of range facilities
- ▲ Is operating under the EPA Best Management Practices for Outdoor Gun Ranges concerning lead
 - All pH samples taken to date, average of 7.8, have been within the limits identified by the EPA (6.5 and 8.5 pH) as being safe
 - Most current pH test results: Scott Robertson has had pH testing conducted and will have results available by 9/15/16.
- ▲ A new environmental management plan is being developed for the ranges and will be implemented beginning in October 2016
- ▲ Elm Fork Shooting Sports utilizes environmentally friendly clay targets in clay sports (shotgun)activities
- ▲ Elm Fork Shooting Sports provides non-toxic, or lead free, shot for purchase

Range Safety

- ▲ Upon assumption of contract, City asked Elm Fork Shooting Sports to improve safety – bullets leaving property from the rifle and pistol bays

- Constructed new berms and baffles in shooting bays thus eliminating “blue sky”
 - Oldest baffles on rifle range are being replaced this year
- No reported issues since finalizing this renovation work
- Facility is the model for outdoor ranges in the U.S.

Considerations

1. Due to 2015 floods, Elm Fork Shooting Sports suffered \$1,500,000 in lost revenue and over \$1,000,000 in property damage. All of the roads and parking lots need to be repaired or replaced and the current contract duration (expires October 31, 2018) does not allow sufficient time for Elm Fork to obtain reasonable financing for needed repairs and to recoup this expense.
2. A 20-year contract is preferred in order to obtain reasonable financing to repair the flood damage, make new capital improvements, and convey “fee simple title” to all existing improvements.
3. City will continue to be paid on a percentage of Gross Revenue.
4. City will maintain entry road and provide forestry operations pertaining to Elm Fork Shooting Sports operations.
5. Elm Fork Shooting Sports will pay for all maintenance and upkeep of property, completing drainage improvements, and utilities.
6. Elm Fork Shooting Sports will agree to give the City of Dallas “fee simple title” to the existing \$3,000,000+ worth of capital improvements already made, as well as those new improvements required by the new contract.
7. Elm Fork Shooting Sports will repair and maintain all parking lots.
8. Elm Fork Shooting Sports will be solely responsible for flood damage and clean up. To date, the following repairs have been made or are being completed:
 - Repaint Shotgun and Rifle Ranges
 - Strip and repaint all cages, stands, and gun racks
 - Replace concrete around Pavilion
 - Repair entry road

9. Elm Fork Shooting Sports will make additional capital improvements, including new storefronts to Shotgun and Rifle Range and the City of Dallas will be given "fee simple title" on improvements.

Proposed Elm Fork Improvement Plan

2017

- ▲ Finish plans and permits for new Clubhouses (Shotgun & Rifle/Pistol)
- ▲ Pave Rifle/Pistol parking lot
- ▲ Install new fire line at Rifle/Pistol
- ▲ Begin concrete path on Woods Course
- ▲ Replace concrete walkways on 6 Skeet fields and 2 Trap fields
- ▲ Install side and roll-up doors on Pavilion

2018

- ▲ Construct new clubhouse at Rifle/Pistol
- ▲ Construct new picnic area at Rifle/Pistol
- ▲ Construct new pavilion at Rifle/Pistol
- ▲ Install heat & a/c in pavilion

2019

- ▲ Construct new offices/clubhouse/restaurant at Shotgun
- ▲ Construct concrete parking lot at Shotgun

2020

- ▲ Construct concrete trail on Meadows Course
- ▲ Build new storage barn at Shotgun
- ▲ Replace asphalt entrance with concrete
- ▲ Replace entrance gates and barricades with wrought iron fence



The State Bank of Wynnewood
P.O. Box 369
Wynnewood, OK 73098

www.sbwok.com

Scott Robertson
3003 Canyon Bluff CT
Copper Canyon, TX 76226

Dear Scott,

I appreciate your inquiry into The State Bank of Wynnewood's process for financing lease hold improvements. I will outline the requirements as per my understanding of the amount and terms of your request. Prior to finance consideration, the Bank would require a lease with a minimum term of 20 years but would prefer 30 years to amortize the payments. In addition, we would need to review the lease to determine if it contains any restrictions on leasehold financing. Our normal underwriting standards would also apply.

We appreciate your business and would like the opportunity to help you in the future. Please let us know if you have any questions or need any additional information.

Sincerely,

James Waters
President

Exhibit D - Proposed

Concessionaire shall on a monthly basis pay to the City commissions based on annual gross sales, excluding charity events in accordance with the table below:

Years 1-3 – Concessionaire will pay, on a monthly basis, the City 2.5% of gross sales collected at the Contract Premises less applicable sales taxes. Gross sales excludes revenues received from charitable events.

Years 4 through 20 – Concessionaire will pay, on a monthly basis, the City a percentage of gross sales collected at the Contract Premises less applicable sales taxes based on the table below. Gross sales excludes revenues received from charitable events. Commissions will be calculated based on gross sales identified in table below.

Year 4 through Year 8 (2020 - 2024) – Commissions based on average gross sales of proceeding three (3) years

Years 9 through 14 (2025 – 2030) – Commissions based on average gross sales of proceeding five (5) years

Years 15 through 20 (2031 – 2036) – Commissions based on average gross sales of proceeding six (6) years

Contract Term	Gross Sales	Commissions Percentage
Years 1-3		2.5%
Years 4 -20 – commissions calculated based on	Less than \$3,000,000 annually	2.5%
	\$3,000,001 to \$3,999,999 annually	3.5%
	4M to 4.5 M	4.5%
	4.5 m to 5 m	5.5%
	5m to 5.5	6%
	5.5 to 6	7%
	6m to 6.5	8%

Gross sales shall mean all monies collected by Concessionaire at the Contract Premises less sales taxes. Gross sales excludes revenues received from charitable events

MEMORANDUM



DATE: September 9, 2016

TO: Max W. Wells, President, and
Members of the Dallas Park and Recreation Board

SUBJECT: September 15, 2016 Park and Recreation Board Briefings

On Thursday, September 15, 2016, the following briefings and work session will be presented to the Dallas Park and Recreation Board:

- Smart Growth for Dallas:
Louise Elam, Interim Assistant Director, Park and Recreation Department
- The Trust for Public Land - Dallas Conservation Finance Program Update:
Willis Winters, Director, Park and Recreation Department
- Dallas Midtown Park:
Louise Elam, Interim Assistant Director, Park and Recreation Department
- Business Inclusion and Development Program Overview:
John Jenkins, Deputy Director, Park and Recreation Department
- Work Session - 2017 Bond Program:
Louise Elam, Interim Assistant Director, Park and Recreation Department

Should you have any questions, please contact me at 214-670-4071.

A handwritten signature in black ink, appearing to read "Willis Winters".

Willis C. Winters, FAIA, FAAPRA, Director
Park and Recreation Department