



City Council Questions and Answers

City Council Questions and Answers for
Thursday, September 01, 2016

These questions and answers are related to the
Austin City Council meeting that will convene at 10:00 AM on
Thursday, September 01, 2016 at Austin City Hall
301 W. Second Street, Austin, TX



Mayor Steve Adler
Mayor Pro Tem Kathie Tovo, District 9
Council Member Ora Houston, District 1
Council Member Delia Garza, District 2
Council Member Sabino "Pio" Renteria, District 3
Council Member Gregorio Casar, District 4
Council Member Ann Kitchen, District 5
Council Member Don Zimmerman, District 6
Council Member Leslie Pool, District 7
Council Member Ellen Troxclair, District 8
Council Member Sheri Gallo, District 10

The City Council Questions and Answers Report was derived from a need to provide City Council Members an opportunity to solicit clarifying information from City Departments as it relates to requests for council action. After a City Council Regular Meeting agenda has been published, Council Members will have the opportunity to ask questions of departments via the City Manager's Agenda Office. This process continues until 5:00 p.m. the Tuesday before the Council meeting. The final report is distributed at noon to City Council the Wednesday before the council meeting.

QUESTIONS FROM COUNCIL

1. Agenda Item # 4: Authorize award and execution of a construction contract with GADBERRY CONSTRUCTION COMPANY, INC. for the Historic Rehabilitation of the Oakwood Cemetery Chapel in the amount of \$1,077,250 plus a contingency of \$107,725 for a total contract amount not to exceed \$1,184,975. (District 1)
 - a. QUESTION: 1) What did the cemetery task force reveal that it wanted with the Bond money? 2) Have all the cemetery irrigation projects been completed? Are there any outstanding irrigation needs at the cemeteries? 3) Were any fund raisers conducted to raise money for this project? COUNCIL MEMBER ZIMMERMAN'S OFFICE
 - b. ANSWER: 1) Parks and Recreation Board led a special taskforce to determine what issues existed related to the cemeteries. The public feedback from that process informed Staff's recommendation for the 2012 Bond. The Oakwood Cemetery Chapel, which is a City of Austin Historic Landmark, was prioritized for full restoration due to the severity of its deteriorated condition. PARD received \$2M in the 2012 Bond. 2) Staff have repaired and replaced irrigation sprinkler heads at Oakwood Cemetery. There are long term irrigation projects which could be initiated to improve the current systems. Oakwood, Oakwood Annex, Evergreen, Austin Memorial Park have in-ground main line, with manual raisers. Plummers has no irrigation system. All cemeteries need updated irrigation systems. 3) No, there's been no fundraising to our knowledge.
 - c. FOLLOW-UP QUESTIONS: 1) Please provide a copy of the Cemeteries Work Group Issues Matrix 03/31/2013. 2) If Restoring Oakwood Chapel is approved by Council, how much of the 2012 GO Bonds for cemeteries is remaining and what projects is it earmarked for? 3) What is the estimated cost for the "All cemeteries need updated irrigation systems"? COUNCIL MEMBER ZIMMERMAN'S OFFICE
 - d. ANSWER: See attachment.
2. Agenda Items # 14, # 15 and # 16: 14. Authorize negotiation and execution of

various cooperative contracts during Fiscal Year 2016-2017 through the STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES cooperative purchasing program for the purchase of computer, network and other technology hardware and related maintenance in an amount not to exceed \$22,842,222.15. Authorize negotiation and execution of various cooperative contracts during Fiscal Year 2016-2017 through the STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES cooperative purchasing program for the purchase of computer software and software maintenance and support in an amount not to exceed \$16,686,867.16. Authorize negotiation and execution of various cooperative contracts during Fiscal Year 2016-2017 through the STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES cooperative purchasing program for the purchase of technology services in an amount not to exceed \$27,256,144.

- a. QUESTION: For the past 5 years, please provide a chart similar to the DIR Request Breakdown showing what was asking and what was actually spent in each year. COUNCIL MEMBER ZIMMERMAN'S OFFICE
 - b. ANSWER: See attached for overall DIR spend for the past 5 years. The DIR spend by department is still being compiled and will be distributed as soon as it is available.
 - c. QUESTION: Are these items distinct from or related to Item 14 from the August 11, 2016 Agenda related to the \$12.1M dollar cooperative purchasing program with Dell? COUNCIL MEMBER TROXCLAIR'S OFFICE
 - d. ANSWER: Items # 14, # 15 and # 16 in this week's Council Meeting (September 1, 2016) and Item # 14 from the August 11, 2016 Council Meeting are related in that all of these items are to authorize the use of Department of Information Resources (DIR) cooperative contracts. Item # 14, # 15 and # 16 from this week's meeting are our annual aggregate DIR authorizations. These authorizations cover all DIR contracts and allow staff to access these contracts throughout the year to make IT-related purchases. Item # 14 from the August 11, 2016 meeting is an individual authorization to access a specific DIR contract with Dell. Because this particular authorization was large and would be needed over multiple fiscal periods, it was pulled out of the annual aggregate DIR authorizations and taken to Council individually. Over the last year, staff have made increasing efforts to pull larger IT purchases out of the annual aggregate DIR authorizations. By authorizing larger DIR items individually, staff is bring down the values of our annual aggregate DIR authorizations while improving our estimates for the coming year.
3. Agenda Item # 20: Authorize negotiation and execution of a contract with MUNICIPAL CODE CORPORATION to publish the City's revised Land Development Code in an amount not to exceed \$100,000.
 - a. QUESTION: 1) Will this be a new contract with the vendor or an amendment of the current contract? 2) What are the terms and scope of the proposed new

contract or amended contract? MAYOR ADLER'S OFFICE

- b. ANSWER: 1) This contract with Municipal Code Corporation is a new contract to publish the new land development code. 2) This contract will commence when the new land development code is ready to be published. The scope of the new contract is for codification of the new land development code, including on-line and hardcopy publication of the code to be consistent with the current City Code.
4. Agenda Item # 21: Authorize an amendment to the contract with MYCOFF, FRY & PROUSE, LLC, to provide executive search services to assist in selecting a new General Manager for Austin Energy, for an increase in the amount of \$5,115, for a revised total contract amount not to exceed \$62,115.
 - a. QUESTION: Please provide a detailed breakdown of the travel expenses.
COUNCIL MEMBER ZIMMERMAN'S OFFICE
 - b. ANSWER: See attachment.
5. Agenda Item # 25: Authorize negotiation and execution of a 12-month interlocal agreement with THE UNIVERSITY OF TEXAS AT AUSTIN for DNA sequencing for salamanders in an amount not to exceed \$13,000, with two 12-month extension options in an amount not to exceed \$13,000 per transaction option, for a total amount not to exceed \$39,000.
 - a. QUESTION: 1) Why is 3 years needed? What is the high level schedule for this project? 2) How with the DNA be extracted from the Salamanders? 3) Who initiated this interlocal - UT or the City? COUNCIL MEMBER ZIMMERMAN'S OFFICE
 - b. ANSWER: 1) The initial study is planned to be completed within a one year period. The two additional option years are a contingency to provide flexibility for additional sampling should unforeseen complications arise with the initial study, or if results lack sufficient discriminatory power such that additional sampling is required to formulate conclusions. 2) For live animals, a portion of the tail of the salamanders to be sampled will be clipped and used to obtain individual DNA. Tail clipping is an established scientific sampling technique, and the salamanders can regenerate their tails. For any salvaged (dead) animals included, the liver will be removed and used for analysis. Salamander skin swabs and fecal pellets may be used to obtain samples for microbiome analysis. 3) The interlocal agreement was initiated by the City of Austin, as the analytical resources necessary to do the analyses do not exist within the City of Austin.
6. Agenda Item # 28: Approve a resolution related to addressing mortgage fraud.
 - a. QUESTION: How many incidents have been reported in the City of Austin in the past year? COUNCIL MEMBER ZIMMERMAN'S OFFICE

- b. ANSWER: APD refers these cases to other agencies and does not keep statistics for the number of reports it receives.
- 7. Agenda Item # 29: Approve a resolution requiring that any future incentive program for expedited permit review include worker protection standards for nonresidential projects.
 - a. QUESTION: 1) How many projects do you estimate that the Expedited Permitting process will remove from the regular queue? 2) What percentage of the total workload do you estimate that will be relieved? MAYOR ADLER'S OFFICE
 - b. ANSWER: The proposed Expedited Permitting Program would apply to specific qualifying commercial and residential projects. A list of the qualifying projects can be found on page 6 of the proposed Expedited Permitting Program submitted to City Council on August 9, 2016 (attached). The data presented in this response pertains only to qualifying projects that would be eligible under the proposed Expedited Permitting Program.


For Fiscal Year 2015-16, there were an estimated 10,786 regular plan reviews and 2,803 Quick Turnaround (QT) plan reviews (total of 13,589 plan reviews) performed for 9,065 qualifying projects. On average, there were 1.5 plan reviews per project.

It is estimated that one strike team could process 440 qualifying projects, which multiplied by the 1.5 plan review average would equate to 660 regular plan reviews in the normal queue. When fully operational, the Expedited Permitting Program would consist of two strike teams which could then perform the equivalent of 1,320 regular plan reviews under the normal queue.

Additionally, it is our intent that the two strike teams will perform Quick Turnaround reviews, which for FY 2015-16 equated to 2,803 QT plan reviews. Combined, it is estimated the two strike teams could perform the equivalent of 4,123 plan reviews (1,320 regular plan reviews plus 2,803 QT plan reviews) under the normal queue. The 4,123 plan reviews is 30.3% of 13,589 plan reviews performed for FY 2015-16.

In summary, it is estimated that up to 30.3% of workload could be relieved from the regular queue for qualifying projects.

END OF REPORT - ATTACHMENTS TO FOLLOW

 For assistance, please call 512-974-2210 or TTY users route through 711.

SPEND BY DEPARTMENT

FY12						
	Software Authority	Software Spend	Hardware Authority	Hardware Spend	IT Services Authority	IT Services Spend
Austin Code	\$0.00	\$1,685.52	\$342,890.00	\$201,140.29	\$0.00	\$206,099.70
Austin Convention Center	\$135,500.00	\$75,311.10	\$642,995.00	\$315,153.21	\$328,000.00	\$201,817.05
Austin Energy	\$8,747,048.00	\$5,869,287.41	\$9,843,500.00	\$9,831,543.27	\$6,708,977.00	\$5,181,110.95
Austin Fire	\$6,620.00	\$479.06	\$305,224.00	\$28,642.25	\$150,000.00	\$1,500.00
Austin Police	\$1,173,359.00	\$67,695.77	\$541,823.00	\$755,219.49	\$636,673.00	\$372,528.23
Austin Public Library	\$41,760.00	\$50,542.38	\$183,680.00	\$82,370.00	\$0.00	\$0.00
Austin Resource Recovery	\$139,671.00	\$2,923.72	\$149,035.00	\$115,312.64	\$0.00	\$0.00
Austin Transportation		\$138,404.64	\$118,959.00	\$69,078.97	\$0.00	\$0.00
Austin Water	\$1,009,530.00	\$317,538.16	\$1,914,842.00	\$1,074,692.13	\$2,192,000.00	\$325,887.57
Aviation	\$438,103.00	\$381,224.38	\$1,090,387.00	\$222,272.92	\$135,000.00	\$180,031.02
Building Services	\$0.00	\$0.00	\$129,080.00	\$0.00	\$0.00	\$0.00
Capital Contracting	\$1,227.00	\$5,243.84	\$34,607.00	\$1,763.91	\$0.00	\$0.00
City Managers Office	\$752.00	\$191,473.85	\$0.00	\$77,533.00	\$0.00	\$110,421.60
Communications & Public Information	\$9,184.00	\$11,730.00	\$0.00	\$7,233.05	\$0.00	\$0.00
Communications & Technology Mgmt	\$1,232,692.00	\$2,189,001.44	\$6,548,228.00	\$3,338,863.82	\$1,059,349.00	\$1,965,714.65
Economic Development	\$0.00	\$1,895.75	\$0.00	\$21,300.38	\$0.00	\$0.00
Emergency Medical Services	\$52,362.00	\$2,220.00	\$153,334.00	\$40,325.36	\$100,000.00	\$0.00
Financial Services	\$162,140.00	\$343,367.50	\$181,297.00	\$36,552.43	\$484,000.00	\$132,394.00
Fleet Services	\$1,400.00	\$3,102.39	\$0.00	\$11,223.12	\$1,200.00	\$1,199.40
Health & Human Services	\$0.00	\$11,025.70	\$0.00	\$91,811.74	\$0.00	\$0.00
Human Resources	\$188.00	\$8,563.87	\$0.00	\$1,485.00	\$0.00	\$3,883.67
Law	\$0.00	\$0.00	\$0.00	\$4,956.88	\$0.00	\$19,397.00
Municipal Court	\$17,298.00	\$6,760.30	\$158,050.00	\$113,294.35	\$0.00	\$4,432.80
Neighborhood Housing	\$0.00	\$772.07	\$0.00	\$0.00	\$0.00	\$187.28
Office of the City Auditor	\$5,640.00	\$0.00	\$1,000.00	\$297.49	\$0.00	\$0.00
Office of the City Clerk	\$0.00	\$0.00	\$0.00	\$1,634.00	\$0.00	\$0.00
Parks and Recreation	\$146,705.00	\$8,151.77	\$14,531.00	\$32,803.67	\$0.00	\$0.00
Planning & Zoning	\$18,977.00	\$4,913.74	\$33,699.00	\$66,832.67	\$0.00	\$0.00
Public Works	\$50,128.00	\$28,413.37	\$217,299.00	\$253,646.98	\$900,000.00	\$0.00
Telecom & Regulatory Affairs	\$188.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Watershed Protection	\$143,000.00	\$185,593.14	\$340,564.00	\$224,847.25	\$322,000.00	\$0.00
Wireless	\$40,000.00	\$21,500.00	\$1,511,000.00	\$33,144.22	\$0.00	\$0.00
Special Projects - Not Dept Specific	\$40,000.00	\$0.00	\$3,107,500.00	\$0.00	\$651,287.00	\$0.00
Total	\$13,613,472.00	\$9,928,820.87	\$27,563,524.00	\$17,054,974.49	\$13,668,486.00	\$8,706,604.92

FY13						
	Software Authority	Software Spend	Hardware Authority	Hardware Spend	IT Services Authority	IT Services Spend
Animal Services	\$0.00	\$0.00	\$0.00	\$1,835.00	\$0.00	\$0.00
Austin Code	\$0.00	\$2,600.45	\$489,305.00	\$363,620.52	\$260,000.00	\$0.00
Austin Convention Center	\$515,000.00	\$293,538.11	\$1,070,300.00	\$634,933.44	\$323,000.00	\$94,666.00
Austin Energy	\$9,110,190.00	\$4,603,355.66	\$9,470,191.00	\$4,835,432.86	\$10,084,840.00	\$8,158,537.54
Austin Fire	\$546,080.00	\$30,278.02	\$0.00	\$48,663.60	\$500.00	\$6,250.00
Austin Police	\$1,036,050.00	\$96,869.14	\$1,583,358.00	\$488,048.66	\$175,000.00	\$25,000.00
Austin Public Library	\$107,780.00	\$15,253.92	\$246,495.00	\$88,117.34	\$0.00	\$0.00
Austin Resource Recovery	\$125,200.00	\$17,905.14	\$113,104.00	\$54,617.91	\$0.00	\$262.60
Austin Transportation	\$81,203.00	\$29,980.66	\$114,577.00	\$105,580.75	\$0.00	\$0.00
Austin Water	\$1,159,213.00	\$557,734.51	\$1,394,534.00	\$1,069,874.56	\$2,000,000.00	\$407,589.56
Aviation	\$683,241.00	\$459,391.24	\$872,416.00	\$409,485.13	\$0.00	\$0.00
Building Services	\$0.00	\$1,083.00	\$7,000.00	\$22,677.08	\$0.00	\$0.00
Capital Contracting	\$15,479.00	\$17,743.30	\$2,977.00	\$6,929.95	\$0.00	\$0.00
City Managers Office	\$104,758.00	\$5,699.80	\$31,596.00	\$19,568.71	\$0.00	\$54,862.50
Communications & Public Information	\$9,145.00	\$1,353.75	\$5,300.00	\$0.00	\$0.00	\$0.00
Communications & Technology Mgmt	\$1,701,933.00	\$2,124,859.41	\$8,794,764.00	\$4,117,539.62	\$2,951,763.00	\$1,454,245.01
Economic Development	\$0.00	\$5,438.45	\$0.00	\$27,097.31	\$0.00	\$0.00
Emergency Medical Services	\$302,334.00	\$25,855.67	\$5,000.00	\$2,240.01	\$0.00	\$0.00
Financial Services	\$613,361.00	\$249,354.11	\$319,400.00	\$38,307.83	\$553,000.00	\$0.00
Fleet Services	\$2,600.00	\$1,805.00	\$9,100.00	\$9,570.08	\$0.00	\$0.00
Govt Relations	\$100.00	\$90.25	\$4,701.00	\$0.00	\$0.00	\$0.00
Health & Human Services	\$0.00	\$31,018.96	\$41,000.00	\$51,699.66	\$0.00	\$30,863.08
Human Resources	\$18,000.00	\$10,180.31	\$46,172.00	\$8,887.25	\$0.00	\$0.00
Law	\$163,000.00	\$6,405.09	\$37,049.00	\$15,476.76	\$0.00	\$0.00
Mayor and Council	\$0.00	\$1,534.25	\$35,164.00	\$0.00	\$0.00	\$0.00
Municipal Court	\$6,000.00	\$11,175.05	\$168,923.00	\$43,304.71	\$0.00	\$0.00
Neighborhood Housing	\$11,161.00	\$4,849.53	\$4,200.00	\$1,330.76	\$0.00	\$0.00
Office of Real Estate	\$850.00	\$992.75	\$0.00	\$0.00	\$0.00	\$0.00
Office of the City Auditor	\$0.00	\$7,751.81	\$0.00	\$1,770.77	\$0.00	\$0.00
Office of the City Clerk	\$4,000.00	\$2,234.87	\$0.00	\$0.00	\$0.00	\$0.00
Parks and Recreation	\$62,398.00	\$24,190.49	\$334,202.00	\$159,517.43	\$11,903.00	\$0.00
Planning & Zoning	\$216,953.00	\$30,751.18	\$71,502.00	\$27,794.07	\$10,000.00	\$36,000.00
Public Works	\$3,800.00	\$60,998.14	\$230,293.00	\$132,722.95	\$0.00	\$0.00
Small & Minority Business Resources	\$600.00	\$1,914.95	\$14,672.00	\$0.00	\$0.00	\$0.00
Watershed Protection	\$172,290.00	\$27,863.00	\$0.00	\$64,566.28	\$72,000.00	\$0.00
Total	\$16,772,719.00	\$8,762,049.97	\$25,517,295.00	\$12,851,211.00	\$16,442,006.00	\$10,268,276.29

FY14						
	Software Authority	Software Spend	Hardware Authority	Hardware Spend	IT Services Authority	IT Services Spend
Animal Services	\$0.00	\$0.00	\$250.00	\$14,923.19	\$0.00	\$0.00
Austin Code	\$10,082.00	\$6,320.78	\$479,457.00	\$287,420.83	\$0.00	\$0.00
Austin Convention Center	\$416,000.00	\$122,665.13	\$987,500.00	\$590,833.07	\$320,000.00	\$0.00
Austin Energy	\$12,402,130.00	\$7,790,057.02	\$13,571,414.00	\$11,612,976.59	\$28,426,101.00	\$18,744,184.60
Austin Fire	\$31,957.00	\$2,643.71	\$69,946.00	\$84,903.86	\$0.00	\$53,949.44
Austin Police	\$512,655.00	\$227,090.29	\$590,140.00	\$588,289.95	\$260,000.00	\$0.00
Austin Public Library	\$83,991.00	\$123,126.77	\$150,367.00	\$95,100.77	\$15,000.00	\$0.00
Austin Resource Recovery	\$53,729.00	\$391.52	\$87,148.00	\$52,546.84	\$20,291.00	\$0.00
Austin Transportation	\$181,003.00	\$29,499.91	\$137,249.00	\$63,865.97	\$0.00	\$8,000.00
Austin Water	\$1,218,553.00	\$680,810.37	\$2,905,242.00	\$807,988.79	\$2,050,000.00	\$351,870.49
Aviation	\$1,171,181.00	\$710,638.12	\$1,743,849.00	\$1,580,636.37	\$150,000.00	\$55,500.00
Building Services	\$23,000.00	\$0.00	\$21,679.00	\$3,031.81	\$0.00	\$0.00
Capital Contracting	\$8,660.00	\$525.20	\$6,241.00	\$1,311.42	\$16,000.00	\$0.00
City Managers Office	\$50,000.00	\$65,525.95	\$0.00	\$154,336.49	\$0.00	\$20,995.00
Communications & Public Information	\$24,500.00	\$0.00	\$6,700.00	\$0.00	\$0.00	\$0.00
Communications & Technology Mgmt	\$3,649,122.00	\$6,753,386.86	\$8,294,705.00	\$6,951,181.32	\$5,807,270.00	\$3,867,432.88
Economic Development	\$0.00	\$11,169.39	\$12,360.00	\$7,559.34	\$0.00	\$0.00
Emergency Medical Services	\$2,000.00	\$0.00	\$32,000.00	\$140,085.69	\$0.00	\$0.00
Financial Services	\$379,967.00	\$517,132.76	\$103,300.00	\$21,217.44	\$0.00	\$102,694.60
Fleet Services	\$10,600.00	\$301.54	\$140,952.00	\$22,134.88	\$0.00	\$0.00
Health & Human Services	\$63,360.00	\$55,515.19	\$169,250.00	\$10,400.82	\$0.00	\$6,527.22
Human Resources	\$18,000.00	\$1,118.54	\$17,160.00	\$0.00	\$0.00	\$0.00
Law	\$0.00	\$0.00	\$5,000.00	\$3,328.70	\$0.00	\$10,000.00
Mayor and Council	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
Municipal Court	\$6,000.00	\$0.00	\$119,400.00	\$141,767.69	\$0.00	\$0.00
Neighborhood Housing	\$12,000.00	\$610.98	\$6,600.00	\$3,880.93	\$0.00	\$0.00
Office of Real Estate	\$2,000.00	\$804.84	\$2,078.00	\$2,656.82	\$0.00	\$0.00
Office of the City Auditor	\$2,000.00	\$0.00	\$3,949.00	\$1,624.61	\$0.00	\$0.00
Office of the City Clerk	\$2,000.00	\$0.00	\$1,833.00	\$7,101.42	\$0.00	\$0.00
Parks and Recreation	\$100,511.00	\$40,059.36	\$98,210.00	\$157,528.80	\$725.00	\$0.00
Planning & Zoning	\$20,000.00	\$10,919.62	\$130,420.00	\$98,192.68	\$300,000.00	\$0.00
Public Works	\$292,847.00	\$112,150.01	\$325,017.00	\$242,097.29	\$0.00	\$0.00
Small & Minority Business Resources	\$1,600.00	\$420.43	\$38,000.00	\$452.27	\$0.00	\$0.00
Watershed Protection	\$365,861.00	\$159,340.13	\$348,423.00	\$252,464.62	\$0.00	\$0.00
Total	\$21,115,309.00	\$17,422,224.42	\$30,606,339.00	\$24,001,841.27	\$37,365,387.00	\$23,221,154.23

FY15						
	Software Authority	Software Spend	Hardware Authority	Hardware Spend	IT Services Authority	IT Services Spend
Animal Services	\$26,955.00	\$1,048.33	\$0.00	\$4,600.67	\$0.00	\$0.00
Austin Code	\$150,000.00	\$38,200.32	\$278,730.00	\$249,607.93	\$300,000.00	\$0.00
Austin Convention Center	\$673,500.00	\$260,225.55	\$1,169,000.00	\$546,207.09	\$455,000.00	\$160,865.94
Austin Energy	\$11,795,951.00	\$11,771,418.15	\$19,730,398.00	\$12,537,350.82	\$33,858,399.00	\$22,469,272.34
Austin Fire	\$105,780.00	\$6,028.58	\$37,380.00	\$96,432.56	\$0.00	\$0.00
Austin Police	\$437,648.00	\$7,411.60	\$427,947.00	\$719,758.87	\$460,000.00	\$0.00
Austin Public Library	\$710,158.00	\$51,887.15	\$3,152,018.00	\$165,322.32	\$229,000.00	\$0.00
Austin Resource Recovery	\$31,500.00	\$1,902.51	\$61,975.00	\$71,401.45	\$0.00	\$0.00
Austin Transportation	\$153,565.00	\$5,109.53	\$42,715.00	\$80,235.58	\$0.00	\$0.00
Austin Water	\$1,369,602.00	\$417,799.29	\$2,037,143.00	\$792,658.61	\$2,430,000.00	\$94,911.48
Aviation	\$1,230,450.00	\$575,008.09	\$3,492,536.00	\$1,391,775.00	\$2,102,000.00	\$56,523.60
Building Services	\$214,000.00	\$538.47	\$302,000.00	\$11,894.89	\$100,000.00	\$0.00
Capital Contracting	\$500.00	\$263.53	\$6,300.00	\$1,997.59	\$0.00	\$0.00
City Managers Office	\$52,372.00	\$2,717.05	\$251,569.00	\$16,800.54	\$0.00	\$0.00
Communications & Public Information	\$18,700.00	\$0.00	\$500.00	\$2,388.92	\$0.00	\$0.00
Communications & Technology Mgmt	\$3,897,114.00	\$5,063,380.86	\$10,336,806.00	\$10,045,166.39	\$6,469,661.00	\$2,811,371.50
Economic Development	\$9,700.00	\$3,723.16	\$17,080.00	\$6,831.05	\$0.00	\$0.00
Emergency Medical Services	\$89,900.00	\$4,245.00	\$26,200.00	\$15,593.91	\$0.00	\$0.00
Financial Services	\$217,880.00	\$190,466.21	\$21,824.00	\$24,513.43	\$1,000,000.00	\$12,032.96
Fleet Services	\$150,664.00	\$53,559.55	\$105,427.00	\$25,374.63	\$0.00	\$0.00
Govt Relations	\$191.00	\$263.53	\$200.00	\$1,577.70	\$0.00	\$0.00
Health & Human Services	\$340,780.00	\$48,398.79	\$51,400.00	\$80,957.49	\$100,000.00	\$15,353.40
Human Resources	\$17,000.00	\$2,800.83	\$10,000.00	\$5,654.80	\$190,000.00	\$0.00
Law	\$51,254.00	\$1,197.29	\$45,000.00	\$12,151.28	\$0.00	\$0.00
Mayor and Council	\$0.00	\$644.39	\$750.00	\$4,002.81	\$0.00	\$0.00
Municipal Court	\$6,187.00	\$1,544.00	\$150,000.00	\$64,920.42	\$0.00	\$0.00
Neighborhood Housing	\$27,377.00	\$964.89	\$7,000.00	\$4,481.38	\$0.00	\$0.00
Office of Real Estate	\$0.00	\$296.02	\$0.00	\$3,967.94	\$0.00	\$0.00
Office of the City Auditor	\$19,000.00	\$0.00	\$6,250.00	\$3,464.80	\$0.00	\$0.00
Office of the City Clerk	\$21,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parks and Recreation	\$76,899.00	\$16,331.44	\$80,478.00	\$85,435.29	\$3,000.00	\$0.00
Planning & Zoning	\$11,798.00	\$246,787.67	\$226,518.00	\$31,963.79	\$0.00	\$84,560.00
Public Works	\$386,654.00	\$43,879.00	\$258,974.00	\$306,486.93	\$630,000.00	\$737.43
Small & Minority Business Resources	\$600.00	\$0.00	\$4,036.00	\$1,123.26	\$0.00	\$0.00
Watershed Protection	\$349,545.00	\$77,013.17	\$205,573.00	\$267,287.25	\$0.00	\$0.00
Total	\$22,645,124.00	\$18,895,053.95	\$42,543,727.00	\$27,679,387.39	\$48,327,060.00	\$25,705,628.65

FY16						
	Software Authority	Software Spend	Hardware Authority	Hardware Spend	IT Services Authority	IT Services Spend
Animal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,980.00
Austin Code	\$170,087.00	\$9,143.31	\$147,805.00	\$126,129.44	\$84,408.00	\$16,659.00
Austin Convention Center	\$448,058.00	\$502,563.91	\$1,305,661.00	\$376,819.89	\$583,300.00	\$202,060.00
Austin Energy	\$11,252,613.00	\$10,351,687.82	\$17,404,957.00	\$5,728,253.01	\$28,836,898.00	\$14,483,475.65
Austin Fire	\$82,441.00	\$19,978.99	\$23,750.00	\$31,082.83	\$4,750.00	\$0.00
Austin Police	\$247,093.00	\$13,232.12	\$55,782.00	\$98,213.48	\$0.00	\$0.00
Austin Public Library	\$583,742.00	\$513,633.95	\$2,053,748.00	\$1,709,550.28	\$0.00	\$235,888.48
Austin Resource Recovery	\$175,750.00	\$12,330.47	\$164,748.00	\$144,282.52	\$0.00	\$0.00
Austin Transportation	\$30,326.00	\$8,942.61	\$169,453.00	\$126,018.57	\$114,000.00	\$28,000.00
Austin Water	\$1,789,190.00	\$1,564,487.98	\$2,710,797.00	\$2,816,466.69	\$1,555,150.00	\$265,679.90
Aviation	\$501,847.00	\$693,582.64	\$3,467,562.00	\$1,030,344.12	\$1,279,282.00	\$0.00
Building Services	\$0.00	\$0.00	\$0.00	\$5,329.50	\$950.00	\$0.00
City Managers Office	\$28,975.00	\$2,139.50	\$3,705.00	\$29,707.38	\$0.00	\$1,500.00
Communications & Public Information	\$8,403.00	\$9,138.97	\$950.00	\$0.00	\$671.00	\$0.00
Communications & Technology Mgmt	\$5,151,622.00	\$2,387,002.19	\$7,717,743.00	\$4,564,946.91	\$5,875,465.00	\$3,577,344.14
Development Services	\$14,250.00	\$33,113.33	\$102,600.00	\$46,266.01	\$142,500.00	\$0.00
Economic Development	\$9,215.00	\$2,868.63	\$29,545.00	\$2,721.66	\$0.00	\$0.00
Emergency Medical Services	\$245,955.00	\$901.10	\$18,050.00	\$61,341.88	\$0.00	\$0.00
Financial Services	\$389,345.00	\$59,602.11	\$94,430.00	\$47,216.15	\$128,250.00	\$13,120.00
Fleet Services	\$145,886.00	\$660.31	\$75,710.00	\$5,089.22	\$8,550.00	\$0.00
Govt Relations	\$665.00	\$295.20	\$475.00	\$2,006.06	\$665.00	\$0.00
Health & Human Services	\$102,437.00	\$33,340.77	\$112,955.00	\$102,214.33	\$0.00	\$28,041.00
Human Resources	\$11,400.00	\$791.96	\$19,770.00	\$17,243.05	\$0.00	\$0.00
Law	\$141,031.00	\$17,060.40	\$26,600.00	\$0.00	\$0.00	\$0.00
Mayor and Council	\$0.00	\$0.00	\$238.00	\$419.88	\$5,834.00	\$0.00
Municipal Court	\$5,878.00	\$0.00	\$205,919.00	\$97,299.31	\$0.00	\$0.00
Neighborhood Housing	\$950.00	\$4,674.30	\$4,750.00	\$10,061.65	\$0.00	\$0.00
Office of Real Estate	\$7,743.00	\$1,116.99	\$4,788.00	\$3,852.82	\$0.00	\$0.00
Office of the City Auditor	\$0.00	\$0.00	\$6,745.00	\$464.82	\$0.00	\$0.00
Office of the City Clerk	\$5,035.00	\$575.20	\$950.00	\$0.00	\$0.00	\$0.00
Office of the Medical Director	\$665.00	\$0.00	\$855.00	\$0.00	\$0.00	\$0.00
Parks and Recreation	\$34,200.00	\$30,839.13	\$100,808.00	\$50,607.82	\$14,250.00	\$0.00
Planning & Zoning	\$12,825.00	\$14,646.33	\$9,025.00	\$31,660.02	\$0.00	\$0.00
Public Works	\$542,659.00	\$64,248.24	\$286,347.00	\$93,500.77	\$0.00	\$0.00
Small & Minority Business Resources	\$0.00	\$0.00	\$0.00	\$154.94	\$0.00	\$0.00
Telecom & Regulatory Affairs	\$18,050.00	\$7,108.72	\$288,800.00	\$5,292.76	\$0.00	\$0.00
Watershed Protection	\$216,329.00	\$16,462.80	\$241,234.00	\$85,740.60	\$7,600.00	\$0.00
Total	\$22,374,665.00	\$16,376,169.98	\$36,857,255.00	\$17,450,298.37	\$38,642,523.00	\$18,901,748.17



Council Question and Answer

Related To	Item #4	Meeting Date	September 1, 2016
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Additional Answer Information

QUESTION: FOLLOW-UP QUESTIONS: 1) Please provide a copy of the Cemeteries Work Group Issues Matrix 03/31/2013. 2) If Restoring Oakwood Chapel is approved by Council, how much of the 2012 GO Bonds for cemeteries is remaining and what projects is it earmarked for? 3) What is the estimated cost for the "All cemeteries need updated irrigation systems"? COUNCIL MEMBER ZIMMERMAN'S OFFICE

ANSWER:

1) Attached is the Cemeteries Working Group issues matrix, the group last met in March, 2012. The working group purpose was to look broadly at cemetery issues and it was not a bond advisory committee. The matrix provided valuable input that informed staff recommendations.

2) Upon approval of the construction contract with Gadberry Construction Company for a historic rehabilitation of Oakwood Chapel (an item approved in the Cemetery Master Plan), and upon completion of the Austin Memorial Park roof replacement project, there will be approximately \$75K remaining in the 2012 GO Bond for Cemetery Improvements. That money will be set aside for any unforeseen conditions related to the Oakwood Chapel and the Austin Memorial Park roof replacement.

3) Attached is a PDF of the council adopted cemetery master plan, which provides a list of prioritized projects and cost estimates for each cemetery. It should be noted that in some cases, these recommendations cannot be implemented without additional funding. Further, these probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase. Irrigation costs for Austin Memorial Park are "to be determined" due to the need of an additional assessment.

Cemetery	Item	Estimate*	Notes
Oakwood	Upgrade irrigation system, replacing hose bib risers with ground-level quick couplers and hose bibs .	\$ 31,200	Finish converting 60 risers already equipped with new fixtures

	Oakwood	Upgrade irrigation system, replacing hose bib risers with ground-level quick couplers and hose bibs .	\$ 149,600	Full conversion of remaining 187 risers	
	Oakwood Annex	Upgrade irrigation system, replacing rotors with ground-level quick couplers and hose bibs	\$ 50,000		
	Plummers	no irrigation existing or planned due to its high vulnerability and risk of unmarked graves.	\$ 0		
	Evergreen	Upgrade irrigation system, replacing rotors with ground-level quick couplers and hose bibs.	\$ 50,000		
	Austin Memorial Park	Upgrade irrigation system as needed, replacing rotors with ground level quick couplers and hose bibs.	The master plan states “ TBD” because additional assessment is needed to determine cost estimate. The timing will depend on the bond funding that remains after improvement to AMP are		

[illegible]

PRIORITIZED PROJECT LIST AND ESTIMATE OF PROBABLE COSTS

Priority One

(to be completed within 1-2 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Limit vehicular access by adding bollards (assume 100 removable bollards at \$1,000 each).	\$100,000
Divert a portion of stormwater from the concrete channel.	\$500,000
Conduct GPR or utilize a similar technique to locate unmarked graves and extent of burials.	allow \$10,000
Replace shade trees (assume 54-4" caliper).	\$43,200
Survey grave marker conditions and prioritize for repair/ conservation/ resetting.	\$0 (to be completed by volunteers)
Upgrade irrigation system, replacing hose bib risers with ground-level quick couplers and hose bibs .	\$31,200 to finish converting 60 risers already equipped with new fixtures \$149,600 for full conversion of remaining 187 risers

Priority Two

(to be completed within 3-5 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Repair west cemetery entrance, including remove and restore steel gates.	\$50,000
Replace boundary fence with metal picket fence (4488 lf x \$40/lf), potentially at same time as Oakwood Cemetery Annex fence.	\$179,520
Rehabilitate Oakwood Chapel.	\$1,200,000
Document, stabilize, and preserve unique works of art and craft.	allow \$10,000
Repair and stabilize concrete channel (replace 50 concrete braces, paint 50 steel braces, replace 480 lf concrete ditch wall).	\$500,000

Priority Three

(to be completed within 5-7 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Grind down asphalt on Main Avenue, replace/repair curb and gutter, sidewalks, and road aprons, repave asphalt to match original. Grind down and replace asphalt (36450 sf x \$10/s = \$364,500) Replace ½ curb and gutter (1,260 lf x \$25 = \$31,500) Replace ½ sidewalks (5040 sf x \$5 = \$50,400) Replace 6 road aprons (225 sf x 6 x \$10 = \$13,500)	\$459,900
Add interpretive kiosk at chapel.	\$7,500
Place cemetery drive markers at intersections (assume 20 post-type hewn stone).	\$3,000
Install informational signs at graves of community leaders (assume 25 small metal, short post).	\$6,250
Install interpretive waysides for notable cemetery areas (assume 10 medium interpretive signs).	\$15,000
Remove east entrance gate piers and rebuild original in original location.	allow \$30,000
Redevelop concrete channel as a bioswale planter.	allow \$75,000
Remove and rehabilitate historic pedestrian bridges	allow \$50,000

PRIORITIZED PROJECT LIST AND ESTIMATE OF PROBABLE COSTS

Priority One

(to be completed within 1-2 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Replace boundary fence with metal picket fence (2914 lf x \$40/lf), to include a pedestrian gate on the east (Leona Street) side, potentially at same time as Oakwood Cemetery fence.	\$116,560
Evaluate marker conditions (continuing volunteer project?).	\$0 (to be completed by volunteers)
Replace dead/poor shade trees (assume 119-4" caliper x \$800)	\$95,200
Upgrade irrigation system, replacing rotors with ground-level quick couplers and hose bibs	\$50,000

Priority Two

(to be completed within 3-5 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Document, stabilize, and preserve unique works of art and craft	allow \$10,000

Priority Three

(to be completed within 5-7 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Place cemetery drive markers at intersections (assume 6 post-type hewn stone)	\$900
Install informational signs at graves of community leaders (assume 10 small metal, short post)	\$2,500
Install interpretive waysides for notable cemetery areas (assume 5 medium interpretive signs)	\$1,250
Remove entrance gate piers and rebuild original in original location	\$ TBD
Adaptively reuse cemetery building	\$ TBD

PRIORITIZED PROJECT LIST AND ESTIMATE OF PROBABLE COSTS

Priority One

(to be completed within 1-2 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Locate and map unmarked graves within the cemetery and attempt to resolve its extents.	allow \$10,000
Add native stone boulders along Springdale Road (assume 60).	\$6,000
Limit vehicular access to the cemetery by installing removable bollards across the drive (2).	\$2,000
Evaluate marker conditions (continuing volunteer project?).	\$0 (to be completed by volunteers)
Document, stabilize, and preserve unique works of art and craft.	allow \$10,000

Priority Two

(to be completed within 3-5 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Install a single-car, accessible parking space at entrance.	\$5,000
Overseed cemetery with native grass and wildflower mix that is shade-tolerant.	\$9,500

Priority Three

(to be completed within 5-7 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Install an interpretive kiosk or low informative sign at the entrance.	\$7,500
Install informational signs at graves of community leaders (assume 15 small metal, short post).	\$3,750

PRIORITIZED PROJECT LIST AND ESTIMATE OF PROBABLE COSTS

Priority One

(to be completed within 1–2 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Develop new cemetery entrance on Tillery Street with visitor kiosk, parking space, and restroom. Entrance (new lichgate with walls, assume \$100,000) Restroom (assume \$250,000) Kiosk (assume \$7,500) Benches/trash receptacles (2@ \$2,500 = \$5,000) Parking space and sidewalk (assume 400sf @ \$5/sf = \$2,000)	\$368,500
Remove existing restroom and associated utilities after new restroom is completed.	\$ 4,500
Organize Twelfth Street signage into one unit.	\$10,000
Replace shade trees (assume 60-4" caliper at \$800 each).	\$48,000
Relocate maintenance yard.	\$5,000
Survey grave marker conditions and prioritize for repair/conservation/resetting.	\$0 (to be completed by volunteers)
Upgrade irrigation system, replacing rotors with ground-level quick couplers and hose bibs.	\$50,000

Priority Two

(to be completed within 3–5 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Extend avenues K and G to create new scatter garden area with plaque wall, seating area, and parking spaces. Extend avenues K and G (4870 sf x \$5/sf = \$24,350). Install plaque wall (assume \$5,000). Install benches/trash receptacles (assume \$20,000).	\$98,050
Grind down paved cemetery drives, establish stabilized shoulder, and re-pave in chip seal to match native soil. (81,000 sf x \$10/sf)	\$810,000

Priority Three

(to be completed within 5–7 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

<i>Item</i>	<i>Estimated Cost</i>
Replace boundary fence on Tillery and Twelfth with black metal picket fence that is rounded at the Tillery and Twelfth corner and includes cemetery identification sign. Replace fence (1920 lf x \$40 = \$76,800). Install cemetery identification sign (assume \$3,000).	\$79,800
Place cemetery drive markers at intersections (assume 15 post-type hewn stone).	\$2,250
Replace section markers with ground-level markers (assume 15 post-type hewn stone).	\$2,250
Install informational signs at graves of community leaders (assume 15 small metal, short post).	\$3,750
Install interpretive waysides for Highland Cemetery (assume two medium interpretive signs).	\$3,000

PRIORITIZED PROJECT LIST AND ESTIMATE OF PROBABLE COSTS

Priority One

(to be completed within 1-2 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Renovate the cemetery offices to better accommodate staff and visitor needs, including universal accessibility.	\$1,000,000
Replace the chain-link boundary fence along Hancock Drive.	
Option 1: Replace with black metal picket fence (2300 lf x \$40).	\$92,000
Option 2: Replace with stone wall (2300 lf at 5' tall x \$300/lf).	\$690,000
Option 3: Replace with combination stone wall and black metal picket fence.	\$ TBD
Design and construct a new cemetery sign between the entrance gate piers.	allow \$95,000
Develop a kiosk to provide historical and wayfinding information.	
Option 1: Install information on a board within the office colonnade.	\$2,500
Option 2: Construct a new kiosk as part of a new visitor garden adjacent to the office.	\$7,500
Create new wayfinding signage system within the cemetery.	\$250,000
Develop methodology for monitoring tree conditions.	\$ TBD
Upgrade irrigation system as needed, replacing rotors with ground-level quick couplers and hose bibs.	\$ TBD
Name the cemetery drives as part of the wayfinding project.	\$0 (to be completed by volunteers or staff)

Priority Two

(to be completed within 3-5 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Relocate the maintenance yard, with a new building, to the cemetery's north section. Adaptively reuse the maintenance building as a visitor services center. Construct an addition to the office building for administrative and sales offices.	\$5,000,000
Construct a new, 10-car parking lot adjacent to the new visitor services center.*	\$75,000
Develop a visitor gathering area/garden between the office and new visitor services center.	\$ TBD
Redesign the cemetery entrance garden.	\$150,000
Develop a columbarium within the cemetery.	\$2,000,000
Locate at least one scatter garden within the cemetery.	allow \$500,000
Grind down the asphalt cemetery drive layer and reset limestone units along curbs.	\$408,000
Place cemetery drive markers at intersections.	\$4,500
Replace the chain link boundary fence along the northern boundary with black chain link.	\$34,000
Plant additional trees to screen views on the western boundary (MoPac).	\$29,000
Replace trees along cemetery drives.	\$24,000
Adaptively reuse the service tower for storage or other purpose.	\$ TBD

Priority Three

(to be completed within 5-7 years)

These probable costs are estimates based on comparable projects and previous estimates. All costs are subject to fluctuation and/or increase.

Item	Estimated Cost
Replace the chain link boundary fence along the eastern boundary with a screening fence.	\$34,000
Develop and install interpretive signs at graves of important community leaders.	\$5,000
Investigate the possibility of green burials within the cemetery.	\$ TBD
Install a concrete sidewalk along Hancock Drive.	\$57,500

* The Master Plan team originally recommended a 30-car parking lot to meet anticipated visitor needs. The size was reduced to 10 spaces, based on a citizen request and resulting direction by the Environmental Board and Planning Commission. Future construction plans should be based on expected needs as calculated at that time.

**City of Austin Parks and Recreation Board
Cemeteries Work Group
Issues Matrix 03/31/2012**

	A	B	C	D	E	F	G
1	Item #	Citizen Concerns	Possible Solution(s)	Support	Document	Responsible	Intended Outcome
2		Operations					
3	1	Outline Tree Maintenance Goals	Develop funding source(s) for tree program	General Support	Master Plan	PARD/Consultant/Citizens/ Urban Forestry	Tree maintenance and replacement program
4	2	Establish Tree Maintenance and replacement programs	Establish responsibilities, guidelines, enforcement and penalties. Upgrade systems. Develop funding source(s) for tree program	General Support	Current Agreement with Amendments	PARD/Contractor/Purchasing/ Urban Forestry	Overall improved care of trees and ongoing establishment of new trees.
5	3	Watering guidelines and enforcement; Watering restrictions due to drought	Improve tree watering guidelines, apply sufficient water. Establish enforcement processes and penalties. Contractor to water more trees at each cemetery while following water conservation guidelines by combining soaker hoses, irrigation and hand watering.	General Support	Current Agreement; Water Plan	PARD/Contractor/Citizens/ Urban Forestry	More trees to survive. Break trend of losing over 174 trees in 2011 at Oakwood alone. Instead of spending money to remove the trees that will die in the next couple of years from not watering, save trees by using that money to water them this year. Have policies that apply to all cemeteries.
6	4	Watering guidelines and enforcement; Watering restrictions due to drought	Contractor to extend watering hours and increase staff (or change staff hours) to maximize watering during allowed day(s). Obtain variance to water more than allowed day(s). Forestry to provide additional recycled water or water from swimming pools.	General Support	Current Agreement; Water Plan	PARD/Contractor/ Urban Forestry	Improve care of trees so that more trees can live longer. Improve look of cemetery and community satisfaction with care of cemetery.
7	5	Watering guidelines and enforcement; Watering restrictions due to drought	Contractor & PARD need to water trees. Volunteer citizens to help, but not to be the predominant watering force. PARD needs to allocate funds (bonds) for repairing, updating or installing new irrigation at all cemeteries (except Plumbers).	Moderate Support	Current Agreement; Water Plan	PARD/Contractor/Citizens/ Urban Forestry	Clear policy on water use and roles. Increased professional care with less reliance on citizens. Citizens will continue to water as needed.
8	6	Pruning guidelines and enforcement	Define tree maintenance responsibilities. Establish pruning guidelines for contractor's part of pruning responsibilities. Establish enforcement process and penalties. Contractor to hire certified arborist to implement contractor's part of pruning responsibilities. Contractor to obtain Public Tree Care Permit or Public Tree Care Site Permit from Forestry prior to pruning. See UFB report.	General Support	Current Agreement with Amendments	PARD/Contractor/Purchasing/Urban Forestry	Improved tree health. More heritage trees to survive. Reduce safety risks. Improve care of heritage trees so that they can live longer. Improve look of cemetery and community satisfaction with care of cemetery.
9	7	Dead tree removal guidelines and enforcement	Add immediate care to Contractor contract restatement. Add more responsibilities for Contractor into the agreement. Add more components and timeline for action.	General Support	Current Agreement with Amendments	PARD/Contractor/Purchasing/Urban Forestry	Removal of dead trees. Improved look of cemetery and community satisfaction.
10	8	Dead tree removal guidelines and enforcement	Contractor has always been responsible for immediate care of fallen trees and limbs (Mode II care in 2006 contract), so contract re-statement is not needed only for this. Establish guidelines, enforcement and penalties for contractor when removing fallen trees and limbs that pose imminent danger. In these occasions, contractor to have a certified arborist on site when pruning limbs from live trees, and to follow proper pruning techniques. Provide funding to Forestry to remove dead trees that don't pose imminent danger. Clarify Forestry estimate, independent contractor bid \$175K. Establish dead tree removal on a continuous basis by Forestry.	General Support	Current Agreement with Amendments	PARD/Contractor/Purchasing/Urban Forestry	More heritage trees to survive when limbs fall and pose imminent danger. Reduce safety risks. Improve care of heritage trees so that they can live longer. Improve look of cemetery and community satisfaction with care of cemetery.
11	9	Ball moss removal schedule and enforcement	Cover in detail in Cemeteries Master Plan	General Support	Master Plan	PARD/Urban Forestry/Consultant	Improved tree health.
12	10	Routine tree maintenance (compost, mulch) guidelines and enforcement needed	Cover fully in new competitive solicitation. Volunteers to implement now under current contract, in some areas, as possible.	General Support	Request for Proposal	PARD/Purchasing/Le gal	Improved tree health.

**City of Austin Parks and Recreation Board
Cemeteries Work Group
Issues Matrix 03/31/2012**

	A	B	C	D	E	F	G
1	Item #	Citizen Concerns	Possible Solution(s)	Support	Document	Responsible	Intended Outcome
13	11	Need tree planting guidelines and enforcement	Forestry to develop cemeteries planting plan with citizen input, or cover in detail in Cemeteries Master Plan.	General Support	Master Plan	PARD/Consultant/Citizens/Urban Forestry	Ongoing additions to maintain urban forest as trees die from natural and other causes.
14	12	Digging graves within root system can injure trees. Need guidelines and enforcement for contractor.	Develop and implement immediately	General Support	City Code	PARD/Contractor/City Arborist	Avoid or limit damage to existing trees.
15	13	Digging graves within root system can injure trees. Need guidelines and enforcement for contractor.	Enforce city code to prevent contractor from pruning roots larger than 1 inch from heritage trees without review from City Arborist, and without following proper procedures (proper cut done by certified arborist, seal roots, cover roots to prevent drying, mitigation plan for tree to recover). Inspector to add item to Inspection Checklist because proper root cutting is specified in city code.	General Support	City Code	PARD/Contractor/City Arborist	More trees to survive when roots need to be cut for a burial. Reduce future safety risks and killing tree. Improve care of trees so that they can live longer. Improve look of cemetery and community satisfaction with care of cemetery.
16	14	Private ownership of trees	City Legal opinion on City's ability to manage trees that are on private plots, including COA liability for tombstone damage due to falling limbs and trees, to be researched, implement policy upon adoption. Refer to health and safety code 713.011 Care of Municipal Cemeteries.	General Support	State Code, City Code	PARD/Legal	Clear policy regarding planting trees on private plots.
17	15	Avoiding general tree damage: Not cutting tree trunks when weed eating or damage trees trunks or surface roots with lawn mowers. Not applying fertilizers or chemicals that damage trees.	Contractor to train staff. PARD inspector to add to Inspection checklist and enforce penalties when trees are damaged.	General Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Reduce future safety risks and killing tree. Improve care of trees so that they can live longer. Improve look of cemetery and community satisfaction with care of cemetery.
18	16	Define use of Equipment Storage Area at AMP	Include in restated agreement.	Limited Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Balanced needs of storage and aesthetics.
19	17	Determine amount of space required for equipment storage for each cemetery, determine location for each cemetery	Add immediate plan to restated contract.	Limited Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Minimize equipment storage area and ensure equipment is needed and used only for care of Austin cemeteries.
20	18	No space at other COA cemeteries for storage	Follow restatement	Limited Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Improve appearance of AMP.
21	19	Equipment needed for COA cemetery operations	Contractor to store all equipment off site	Limited Support	Request for Proposal	PARD/Purchasing/Legal	Improve appearance of AMP.
22	20	If spoils and equipment must be on site, do something to block if from view	Large but decorative gate to block view of equipment and spoils at AMP	Limited Support	Master Plan	PARD/Consultant/Citizens	Screening of spoils and equipment
23	21	Contractor stores spoils at AMP not only from AMP but other COA cemeteries and public thinks other cemeteries in Contractor management	Establish spoils management program	Limited Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Acceptable program for timely spoils removal. Assurance that spoils are from Austin cemeteries.
24	22	Determine maximum amount of spoils appropriate per site	Contractor to store all spoils off site	Moderate Support	Request for Proposal	PARD/Purchasing/Legal	Improve appearance of AMP.
25	23	Determine appropriate space for storage	Large but decorative gate or other visual screen to block view of equipment and spoils at AMP	Limited Support	Master Plan	PARD/Consultant/Citizens	Screening of spoils and equipment
26	24	Dead Grass	Replace dead grassy areas with drought resistant grasses and ground covers.		Current Agreement with Amendments	PARD/Contractor/Purchasing	Establish and implement a Turf Maintenance Plan.

**City of Austin Parks and Recreation Board
Cemeteries Work Group
Issues Matrix 03/31/2012**

	A	B	C	D	E	F	G
1	Item #	Citizen Concerns	Possible Solution(s)	Support	Document	Responsible	Intended Outcome
27		Operations: Capital Improvements					
28	25	Irrigation improvements are a higher priority than road and drainage improvements	Add CIP funding request for installation/repair of irrigation systems and roadway resurfacing for all cemeteries. Citizens speak to bond committee about needs.	Moderate Support	Bond Election and Budget Process	PARD/City Manager/City Council/Citizens	Funding for major improvements to the cemeteries
29	26	Oakwood aqueduct creates safety concern.	Add CIP funding request for repair of aqueduct reconstruction at Oakwood.	Moderate Support	Bond Election and Budget Process	PARD/Public Works?	Funding to maintain concrete drainage channels that run through Oakwood cemetery.
30	27	Contractor does not place headstones upright after they fall	Establish Headstone Leveling Standards	Moderate Support	Current Agreement with Amendments	PARD/Contractor/Purchasing	Clarify policy and responsibility for re-leveling headstones making sure to align policy with existing city code
31	28	Ownership of headstones, tracking descendants, concept of abandoned property all influence whether PARD/Contractor replace headstones	Request City Legal opinion on Contractor/City's ability to move headstones	Limited Support	Master Plan	PARD/Legal/Consultant	Clarify policy and responsibility for managing headstones.
32	29	Roadways are in poor shape and detract from the cemeteries.	Resurface the roadways.		Budget Process	PARD/Public Works?	Improve the functionality and appearance of the cemetery roadways.
33		Management: Cemetery Master Plan					
34	30	COA has no plan or 10-year vision for the for cemeteries	Create Cemetery Master Plan Schedule and Scope of Work; Focus on reverence, dignity, respect, beauty, peace, tranquility, vivid/good memories of those you visit.	General Support	Master Plan	PARD/Consultant/Citizens	A comprehensive assessment of the cemeteries and plan for maintaining them.
35	31	COA needs best practices for cemetery plan	Conduct market/industry analysis to determine best practices for cemetery management	Moderate Support	Master Plan	PARD/Consultant/Citizens	A comprehensive assessment of the cemeteries and plan for maintaining them.
36	32	Space issue, number of available spaces, including researching abandoned space	Look at issue of overcrowding and possibilities for expansion.	Moderate Support	Master Plan	PARD/Consultant/Citizens	A comprehensive assessment of the cemeteries and plan for maintaining them.
37	33		Engineering and archeological analysis required.	Moderate Support	Master Plan	PARD/Consultant/Citizens	A comprehensive assessment of the cemeteries and plan for maintaining them.
38	34	COA needs to find funding to deal with space issue	Assess possibility of bond funding Includes efforts for 2012 Bond	General Support	Bond Election and Budget Process	PARD/City Council/City Manager/Citizens	A comprehensive assessment of the cemeteries and plan for maintaining them.
39	35	Inadequate monitoring under current contract	Establish clear performance and monitoring measures.	Moderate Support	Current Agreement with Amendments; Cemetery On-site Compliance form	PARD/Contractor/Purchasing	Improve cemetery monitoring
40	36	Inadequate tree care under current contract	Include tree watering and tree pruning in the monitoring/inspection process. Add to PARD inspection checklist and enforce penalties when trees are damaged.	General Support	Current Agreement with Amendments; Water Plan; On-site Compliance form	PARD/Contractor/Purchasing	Improve tree health
41	37	COA needs a special board or commission to handle cemetery management	Create a Cemetery Commission or Cemetery Manager position to oversee the operations and management of the cemeteries	General Support	Budget Process	PARB/City Council/City Manager	Dedicated person(s) with appropriate background and skills to oversee cemetery operations, planning, budgeting, and policies.

**City of Austin Parks and Recreation Board
Cemeteries Work Group
Issues Matrix 03/31/2012**

	A	B	C	D	E	F	G
1	Item #	Citizen Concerns	Possible Solution(s)	Support	Document	Responsible	Intended Outcome
42		Management: Historic Preservation					
43	38	COA does not have Historic Preservation Goals	Create Historic Preservation Goals - to include the following:		Master Plan	PARD/Consultant/Citizens	Detail requirements for Cemetery Master Plan
44	39	COA does not have Historic Preservation Goals	Don't remove damaged old headstones and replace with new stones not appropriate for the time	Limited Support	Master Plan	PARD/Consultant/Citizens	Detail requirements for Cemetery Master Plan
45	40	COA does not have Historic Preservation Goals	Restore Oakwood Chapel	General Support	Bond Election and Budget Process	PARD/City Council/City Manager/Citizens	Preservation of historic structures.
46	41	COA does not have Historic Preservation Goals	Refurbish Oakwood Annex Restroom and Roof	General Support	Bond Election and Budget Process	PARD/City Council/City Manager/Citizens	Preservation of historic structures. Meet or exceed public health standards.
47	42	COA does not have Historic Preservation Goals	Refurbish AMP Caretaker House and Restroom to include a feasibility study for appropriate use(s)	General Support	Bond Election and Budget Process	PARD/City Council/City Manager/Citizens	Preservation of historic structures. Meet or exceed public health standards.
48	43	Recognize there is likely to be unmarked graves in some sections as consider expansion options. Respect history.	Establish strategy for preserving older graves found below newer areas in some cemeteries. (Predominately Evergreen Cemetery)	General Support	Master Plan	PARD/Consultant/Citizens	Preserve and respect cemetery history.
49	44	COA Lacks a Cemetery Monitoring System	Establish clear performance and monitoring measures.	General Support	Current Agreement with Amendments; Cemetery On-site Compliance form	PARD/Contractor/Purchasing	Improved cemetery operations
50	45	All records are kept manually, transition to an automated management system	Explore CIM's software to track cemetery operations; hire temp staff once SW adopted to back fill with all manual data. Important that City own the system and the data.	General Support	Budget Process	PARD/City Manager/City Council/Contractor	Improved accuracy, security, and accessibility of cemetery records.
51	46	311 complaint process is not working well	Create operations manual that clearly defines operating and management responsibilities; work with 311 operations to ensure prompt, appropriate response. Add 311 complaint resolution to the website	General Support	new	PARD/311 Center	Improved customer service.
52	47	COA needs best practices for cemetery plan	Gather contracts from other municipal cemeteries and analyze for best practices.	General Support	new	PARD	Knowledge of typical and best practices to use as a foundation in master planning and RFP.
53	48	COA needs funding for cemetery maintenance	Make cemetery maintenance a line item in COA budget, add a separate line item in the general fund budget specifically for maintenance	General Support	Budget Process	PARD/City Council/City Manager	Short- and long-term sustainability of cemeteries.
54		Management: Coordination with the Public					
55	49	Community Groups don't understand PARD relationship to the cemeteries	Define Community Groups and PARD Relationship	Moderate Support	new	PARD/Citizens	Improved communication and relationships.
56	50	Lack of coordination between interest groups, PARD, PARB, and Contractor	Develop MOU between PARD and Save Austin Cemeteries, and other interested stakeholder cemetery groups, to formalize partnership	General Support	new	PARD/Citizens	Clear policy and expectations for working with special interest groups.
57	51	Documents that used to be posted on the website are no longer available from the new City website.	Update website to reflect all documents previously included, prior to website change, completed	General Support	City website	PARD	Better communications with citizens and government transparency.
58	52	Can't depend on PARD. Staff rotates and no accountability. Have to start the process too many times.	PARD budget for full-time, dedicated position to oversee the cemetery operations.		Budget Process	PARD/City Manager/City Council	Improved relationships, processes, and accountability for management of the municipal cemeteries.

**City of Austin Parks and Recreation Board
Cemeteries Work Group
Issues Matrix 03/31/2012**

	A	B	C	D	E	F	G
1	Item #	Citizen Concerns	Possible Solution(s)	Support	Document	Responsible	Intended Outcome
59		Management: Finance					
60	53	Financial Terms Do not appear to Support Economic Sustainability. Financial arrangement in the 2006 and draft contract is not sustainable.	Craft the compensation formula to mirror a real business model where performance is a factor and where Contractor is responsible for their profit and not the City of Austin. Convert to a fees for services rendered contract	Moderate Support	Request for Proposal	PARD/Purchasing/Le gal	Provide adequate funding for Perpetual Care.
61	54	Contractor Retained Revenue Estimate, including expenses for markup for Contractor management of projects, is not a sustainable financial model.	For new contract, don't use retained revenue as funding-- make it a payment for service contract with a not to exceed amount and mechanism for PARD to sell plots and other revenue generation. Revamp the financial compensation. Eliminate the RRE formula. Include performance measures in the contract. Cap on fee for contractor and install performance measures	Limited Support	Request for Proposal	PARD/Purchasing/Le gal	Improved financial terms that can lead to economic sustainability and better managed cemeteries.
62	55		Same as above, but: Without Cap on fee for contractor and install performance measures	Limited Support	Request for Proposal	PARD/Purchasing/Le gal	Improved financial terms that can lead to economic sustainability and better managed cemeteries.
63	56	Contractor expense cap to \$200 per repair	Cover actual expenditure for expenses beyond contract scope, with PARD to approve prior to expenditure. Any expense above \$200 requires City approval	Moderate Support	Current Contract with Amendments	PARD/Contractor/Pu rchasing	Improved management of expenses.
64	57	Contractor Water Expense capped at \$50,000	Determine appropriate budget for water and expenses allowed by contract.	General Support	Current Contract with Amendments	PARD/Contractor/Pu rchasing	Improved management of expenses. Feasible plan for watering trees and landscape.
65	58	Not sure where cemetery fees recovered by PARD actually go to.	Ensure cemetery fees all go to cemetery account. Deposit the \$100/space Cemetery Maintenance Fee into the permanent, interest-bearing Perpetual Fund account.	General Support	Current Budget; Current Contract	PARD/Finance	Clear accounting for Cemetery Perpetual and Interest Funds. Compliance with H&S code 713.011 concerning Municipal care of cemeteries.
66	59	The perpetual cemetery interest fund (operating fund) is being drained by the extra expenses paid Contractor outside the contracted RRE formula.	Ensure cemetery perpetual fund is protected	General Support	Request for Proposal	PARD/Purchasing/Le gal	Adequate funding for Perpetual Care.
67	60	Contractor Retained Revenue Estimate including expenses for markup for Contractor management of projects.	Re-solicitation of the cemetery contract not later than one year from now	Moderate Support	Request for Proposal	PARD/Purchasing/Le gal	Improved cemetery operations
68		Management: Rules and Regulations					
69	61	PARD and contractor not enforcing rules and regulations	Enforce the rules. Make sure everyone gets a copy of the rules and knows they will be enforced.		Cemetery Rules & Regulations	PARD/Contractor	Improved cemetery appearance and provide for easier maintenance (fewer non-compliant objects to edge around).
70	62	Previous enforcement has led to Council mandating no enforcement	Establish mechanism for reviewing and ruling on conflicts. Educate City Council, contractor, and public about the established process.		Cemetery Rules & Regulations	PARD/Contractor/Co uncil/Citizens	Clear and consistent process for enforcement of the cemetery rules and regulations.

OVERALL DIR SPEND

	Software Authority	Software Spend
FY12	\$13,613,472.00	\$9,928,820.87
FY13	\$16,772,719.00	\$8,762,049.97
FY14	\$21,115,309.00	\$17,422,224.42
FY15	\$22,645,124.00	\$18,895,053.95
FY16 YTD	\$22,374,665.00	\$16,376,169.98

	Hardware Authority	Hardware Spend
FY12	\$27,563,524.00	\$17,054,974.49
FY13	\$25,517,295.00	\$12,851,211.00
FY14	\$30,606,339.00	\$24,001,841.27
FY15	\$42,543,727.00	\$27,679,387.39
FY16 YTD	\$36,857,255.00	\$17,450,298.37

	IT Services Authority	IT Services Spend
FY12	\$13,668,486.00	\$8,706,604.92
FY13	\$16,442,006.00	\$10,268,276.29
FY14	\$37,365,387.00	\$23,221,154.23
FY15	\$48,327,060.00	\$25,705,628.65
FY16 YTD	\$38,642,523.00	\$18,901,748.17



Council Question and Answer

Related To	Item #21	Meeting Date	September 1, 2016
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Additional Answer Information

QUESTION: Please provide a detailed breakdown of the travel expenses. COUNCIL MEMBER ZIMMERMAN'S OFFICE

ANSWER:

The detailed breakdown reflects the receipts that prospects submitted to Mycoff, Fry & Prouse to be reimbursed. Ten prospects were invited to be confidentially vetted/screened in person and explore their commitment to be considered further in a public process. Seven of the prospects were external and from out of town. The prospects were given nine days to make their travel arrangements to come to Austin. One external prospect did not submit a receipt.

Names have not been included to preserve and respect the confidentiality of the external individuals who did not proceed further in the interview process.

Prospect 1			
	Airfare	\$770.46	
	Meals	\$29.00	
		\$13.00	
	Rental	\$71.30	
	Parking	\$10.00	
	Total		\$893.76
Prospect 2			
	Airfare	\$813.96	
	Cab	\$33.72	
	Parking	\$16.00	
	Meal	\$7.57	
	Total		\$871.25
Prospect 3			
	Airfare	\$530.20	
	Hotel	\$241.45	
	Rental	\$107.35	
	Parking	\$31.00	
	Meals	\$60.70	
	Total		\$970.70

Prospect 4			
	Mileage	\$250.56	
	Total	(464 miles)	\$250.56
Prospect 5			
	Airfare	\$840.20	
	Total		\$840.20
Prospect 6			
	Airfare	\$823.10	
	Total		\$823.10
		TOTAL	\$4,649.57
		10% Handling	\$465.00
			\$5,114.57



CITY OF AUSTIN
EXECUTIVE RECRUITMENT TRAVEL EXPENSE GUIDELINES

The City of Austin will direct pay for the following, when reservations are made by Human Resources Department staff: hotel room and taxes, hotel parking and airline travel cost.

The City of Austin will reimburse each candidate directly for the following eligible expenses (**itemized receipts are required for reimbursement**):

- ☐ Airline travel cost (if candidate makes own arrangements)
- ☐ Hotel room cost plus taxes (if candidate makes own arrangements)
- ☐ Meals not to exceed the following fixed rates (tax and up to 15% tips included):
 - Breakfast - \$13.00
 - Lunch - \$17.00
 - Dinner - \$29.00
- ☐ Car rental and gasoline, OR mileage at rate of 54 cents per mile if personal vehicle is used (actual odometer reading required)
- ☐ Airport and hotel parking
- ☐ Cab or shuttle fare

*****All itemized receipts must be submitted to the Human Resources Department in the self addressed envelope provided, within 10 calendar days from the interview. Please do not staple, tape or highlight the receipts; submit them loosely in the provided envelope.**

Exclusions: The following expenses are not eligible for reimbursement:

- Entertainment expenses and alcoholic beverages
- Local and long distance calls
- Valet parking
- Personal expenses (laundry or dry cleaning cost, toiletry items, haircuts, etc.)
- Flight, rental car or other travel insurance
- Internet connection fees (unless pre-authorized and related to the interview process); limit of connections will apply.

Table 2: Qualifying Projects

Commercial Projects	Residential Projects
Assembly	Accessory Use to Primary
318 Amusement, Social and Recreational Buildings	330 Accessory Use to Primary
319 Churches and Other Religious Buildings	
	Condominium
Business	101 Single Family Houses
324 Office, Bank, and Professional Buildings	103 Two Family Buildings
Commercial Miscellaneous	Duplex
214 Other Non-housekeeping Shelter	103 Two Family Buildings
328 Commercial Other Nonresident Building	
329 Commercial Structures Other than Building	Residential Building Miscellaneous
2002 Commercial Boat Dock	328 Resident Other Nonresident Building
	329 Residential Structures Other than Building
Commercial Remodel/Addition	437 Residential Boat Dock
437 Addition, Alteration, Conversion Non-Residential	438 Residential Garage/Carport Addition
1000 Commercial Remodel	438 Residential Retaining Wall
1001 Commercial Finish Out	
1002 Commercial Remodel and Finish Out	Residential Remodel/Addition
	434 Addition and Alterations
Commercial Residence (Transient)	435 Renovations/Remodel
213 Hotels, Motels, and Tourist Cabins	436 Addition to Increase Housing Units
Duplex	Secondary Apartment
103 Two Family Buildings	102 Secondary Apartment
Educational	Single Family
326 Schools and Other Educational Buildings	101 Single Family Houses
Industrial	
320 Industrial Buildings	
Institutional	
323 Hospital and Institutional Buildings	
Mercantile	
327 Stores and Customer Services	
MF3-4	
104 Three and Four Family Buildings	
MF5+	
105 Five or More Family Buildings	
Mixed Use	
106 Mixed Use	
Single Family	
101 Single Family Houses	
Storage	
321 Parking Garage Building and Open Deck	
322 Service Station and Repair Garage	