

# Memorandum



CITY OF DALLAS

DATE November 30, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Department of Defense Training Exercise**

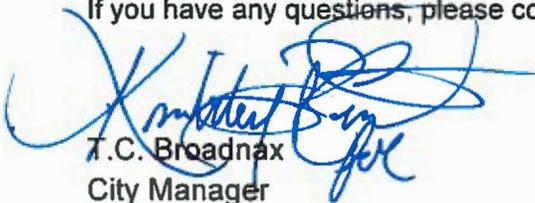
On Thursday, December 6, 2018 from 7pm-10pm, a Department of Defense (DOD) training exercise will be conducted at 7525 Scyene Road (old vacant Doctor's Hospital). The training will consist of two scenarios spaced an hour apart. During each of the scenarios two military helicopters will transport personnel to the location, briefly land (to extract personnel) and depart the area. Once the personnel have assembled, they will enter the vacant structure. An energetic breaching will be used on an external and internal door. The energetic breach will be made with small, contained explosives to open the doorways. Once personnel are inside the structure, the training will continue with the use of simunitions (not live rounds). Each scenario will have approximately 65 military personnel, this includes the individuals already staged at the location and those that will be airlifted in by helicopter. Other than the energetic breach on an external door, all the training will be contained inside the vacant structure.

On Friday, December 7, 2018 from 12pm-6pm, the exercise will be conducted at 2727 Turtle Creek (vacant, old Republic Bank). The training will incorporate energetic breaching and simunitions. However, the entire exercise will be contained inside the vacant structure. All involved military personnel will be parked and staged inside the adjoining parking garage.

The Dallas SWAT unit will be providing an initial sweep of the buildings as well as site security for training. There will be safety officers at each location to prevent any unauthorized personnel from entering the site.

The DOD will notify surrounding residences and businesses of the training by going door to door prior to the start of the exercises. If an individual is not at a location, a handbill will be left. Dallas Police and Dallas Fire Rescue Communications will be notified prior to the training commencing. The DOD will provide a script to address any 911 calls. Dallas Police Department Public Information Office (PIO) has been in contact with the DOD PIO and will post information on Nextdoor to the affected neighborhoods.

If you have any questions, please contact Assistant Chief Paul Stokes at 214-316-5014.



T.C. Broadnax  
City Manager

cc: Chris Caso, City Attorney (I)  
Carol A. Smith, City Auditor (I)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapala, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager & Chief Resilience Officer  
M. Elizabeth Reich, Chief Financial Officer  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE November 30, 2018

TO Honorable Members of the Mobility Solutions, Infrastructure and Sustainability Committee

SUBJECT **Four-Way Stop Notification**

This memo provides a succinct history of the Five-Signature Memo for Four-Way Stop Notification Process, and responds to Council Member Greyson's question regarding wording.

On August 15, 2018, a Five-Signature Memo was submitted to the City Secretary's office, and was received by the Mayor's Office, proposing a change to the notification process for the installation of Four-Way Stops. (Attached as EXHIBIT "A")

On August 21, 2018, Transportation staff was requested via email from the Mayor's Office to brief the item at an upcoming MSIS Committee meeting. On September 24, 2018, the Five-Signature Memo was briefed to the MSIS Committee, and during the meeting, several Council Members raised questions about the background of the item and the previous attempts to change the four-way stop notification process, and requested that staff further clarify the matter and bring back at a future MSIS meeting.

On November 12, 2018, staff provided a clarification memo to the MSIS Committee with additional background information regarding the notification process for four-way stops, including specific language that was used in the resolution from the Five-Signature Memo (attached as EXHIBIT "B"). During this committee meeting Council Member Greyson asked about the wording, as it related to the notification protocol, and staff responded that clarification would be provided in an upcoming memo. To clarify, below are excerpts from the language of the 5-Signature Memo, and the current Dallas Development Code.

The 5-Signature Memo requested:

1. The traffic engineer shall not accept an application unless it has the support of at least two-thirds of 70 of the closest owners or tenants reside within 900 feet of the residential intersection at issue. An application must have the support of at least two-thirds of all of the owners or tenants within the 900-foot radius.
2. Except as provided in this paragraph, owners or tenants residing within 900 feet of the residential intersection at issue, but across a thoroughfare, flood plain or waterway are not counted toward the 70 closest owners or tenants. Exception: If a bridge connects owners or tenants separated by a flood plain or water way to the neighborhood seeking the four-way/all-ways stop control, the owners or tenants may be counted toward the 70 closest owners or tenants.

The current Dallas Development Code states:

1. The traffic engineer shall not accept an application unless it has the support of at least two-thirds of the owners or tenants residing within 900 feet of the intersection at issue.

DATE November 30, 2018  
SUBJECT Four-Way Stop Notification

MSIS Committee did not support moving this memo forward. Staff will not proceed further with the request without future direction from the MSIS Committee or the full City Council to do so.

If you have any questions, please contact Mike Rogers, Transportation Director, at 214-671-9596.



Majed A. Al-Ghafry, P.E.  
Assistant City Manager

c: Honorable Mayor and Members of the City Council  
T.C. Broadnax, City Manager  
Chris Caso, City Attorney (I)  
Carol A. Smith, City Auditor (I)  
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Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
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EXHIBIT "A"

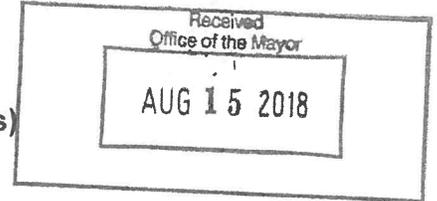
RECEIVED

Memorandum

2018 AUG 15 PM 3: 18



City of Dallas



CITY SECRETARY DALLAS, TEXAS

DATE August 15, 2018
TO The Honorable Michael S. Rawlings
FROM Philip T. Kingston
SUBJECT Request for Placement of Agenda Item - Council Member(s)

ITEM/ISSUE PROPOSED FOR COUNCIL CONSIDERATION:

Pursuant to Section 6.2 of the City Council Rules of Procedure, please post the following item on the first VOTING agenda scheduled at least 30 calendar days after receipt of this request:

Submitted for consideration by:

Philip T. Kingston, District #14
Printed Name, District #

Signature [Handwritten Signature]

Supporting Council Member Signatures (4 Signatures Only):

Omar Norvaer District 6
Printed Name, District #

Signature [Handwritten Signature]

SCOTT GRIGGS, DISTRICT 1
Printed Name, District #

Signature [Handwritten Signature]

Adam Medrano District 2
Printed Name, District #

Signature [Handwritten Signature]

Mark Clayton DIST 9
Printed Name, District #

Signature [Handwritten Signature]

Attachment: Draft Resolution or Ordinance

- Honorable Council Members
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary
Scott Goldstein, Chief of Policy and Communications, Office of the Mayor

## COUNCIL CHAMBER

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**SECTION 1.** That Subsection (a), "Prerequisites for Accepting an Application," of Section 51A-9.401, "Application," of Division 51A-9.400, "Four-Way/All-Way Stop Controls at Residential Intersections," of Article IX, "Thoroughfares," of Chapter 51A, "Dallas Development Code: Ordinance No. 19455, as amended," of the Dallas City Code is amended to read as follows:

"(a) Prerequisites for accepting an application.

(1) An application for installation or removal of four-way/all-way stop controls at residential intersections must be filed with the traffic engineer.

(2) The traffic engineer shall not accept an application unless it has the support of at least two-thirds of 70 of the closest [the] owners or tenants residing within 900 feet of the intersection at issue. If fewer than 70 owners or tenants reside within 900 feet of the residential intersection at issue, an application must have the support of at least two-thirds of all of the owners or tenants within the 900 foot radius.

(3) Except as provided in this paragraph, owners or tenants residing within 900 feet of the residential intersection at issue, but across a thoroughfare, flood plain, or waterway are not counted toward the 70 closest owners or tenants. Exception: If a bridge connects owners or tenants separated by a flood plain or water way to the neighborhood seeking the four-way/all-way stop control, the owners or tenants may be counted toward the 70 closest owners or tenants."

**SECTION 2.** That a person violating a provision of this ordinance, upon conviction, is punishable by a fine not to exceed \$2,000.

**SECTION 3.** That Chapter 51A of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

**SECTION 4.** That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

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

Each councilmember signing the five-person request to place an item on the agenda must review and confirm that they have read and agree with the draft resolution by dating, initialing, and placing their district number below.

<u>8/15/18</u>	<u>8/15/18</u>	<u>8/15/18</u>	<u>8/15/18</u>	<u>8/15/18</u>
DATE	DATE	DATE	DATE	DATE
<u>[Signature]</u>	<u>[Signature]</u>	<u>[Signature]</u>	<u>AM</u>	<u>[Signature]</u>
CM INITIAL	CM INITIAL	CM INITIAL	CM INITIAL	CM INITIAL
<u>14</u>	<u>6</u>	<u>1</u>	<u>2</u>	<u>27</u>
DIST. NO.	DIST. NO.	DIST. NO.	DIST. NO.	DIST. NO.

# Memorandum



CITY OF DALLAS

EXHIBIT "B"

DATE October 26, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Proposed Amendment to Section 51A-9.401 of Chapter 51A of the Dallas City Code**

On September 24, 2018, the Mobility Solutions, Infrastructure and Sustainability Committee reviewed a briefing memo regarding the notification process for all-way stop petitions. Several City Council Members asked questions regarding the history of the issue. Answers to those questions as well as additional information has been provided below.

## **Background:**

### **June 24, 2015 Original Proposal**

1. Installation of four-way/all-way stop controls at residential intersections based on petition supported by at least 2/3 of owners or tenants residing within 900 feet of the intersection at issue.
2. A proposed amendment to reduce the petition distance to 300 feet was presented to the Public Safety and Criminal Justice (PSCJ) Committee on June 23, 2014, which recommended that it be presented to the Dallas City Council. The amendment was presented to the City Plan Commission at its December 4, 2014 and January 22, 2015 meetings. CPC voted to keep the petition distance at 900 feet.
3. At its May 26, 2015 meeting, the PSCJ committee proposed an alternate amendment for council consideration: to revise the 900-foot petition distance to the 70 closest lots from the intersection at issue. City Council was briefed on the potential amendment on June 24, 2015. City Council modified recommended the petition distance to 70 closest lots, or 900 feet, whichever was closest to the intersection at issue.
4. City Council did not approve the item on the August 26, 2015 voting agenda.

## **Council Request:**

### **August 15, 2018 Five-Signature Memo Proposal**

1. Installation of four-way/all-way stop controls at residential intersections must be supported by 2/3 of the 70 closest owners or tenants residing within 900 feet of the residential intersection at issue. An application must have the support of at least two-thirds of ALL the owners or tenants within 900-foot radius.
2. Owners or tenants residing within 900 feet of the residential intersection at issue, but across a thoroughfare, flood plain or waterway are NOT counted toward the 70 closest owners or tenants. Exception: If a bridge connects owners or tenants separated by a flood plain or water way to the neighborhood seeking the four-way/all-ways stop control, the owners or tenants may be counted toward the 70 closest owners or tenants.

## **Department of Transportation Recommendation:**

The Department of Transportation has no objections to the amendments to the four way/all-way stop control regulations at residential intersections in Section 51A-9.401 of the Dallas City Code proposed in Councilmember Kingston's five-person memorandum dated August 15, 2018.

DATE October 26, 2018  
SUBJECT Proposed Amendment to Section 51A-9.401 of Chapter 51A of the Dallas City Code



Majed Al-Ghafry  
Assistant City Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (I)  
Carol A. Smith, City Auditor (I)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer  
M. Elizabeth Reich, Chief Financial Officer  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE November 30, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT 2018 Notices of Funding Availability (NOFA) Results

On August 30, 2018, the Department of Housing and Neighborhood Revitalization (HNR) issued a Notice of Funding Availability (NOFA). The primary purpose of the NOFA was to provide gap financing in the form of a repayable loan to support new developments or substantial rehabilitation of existing developments located within the City limits, with such funding prioritized in the Reinvestment Strategy Areas, as outlined in the City's Comprehensive Housing Policy and the Program Statement for the New Construction and Substantial Rehabilitation Program. All proposals for funding should assist in meeting the production goals set forth in the policy by proposing to serve households earning between 30%-120% of the Dallas Area Median Income with the targeted income bands varying according to the market and development type. HNR issued the NOFA with an estimated \$25,000,000 in funding available from federal and local sources such as Community Development Block Grant, General Obligation Bonds, and Housing Trust Fund. Responses were due on October 11, 2018. There were 19 proposals submitted.

Proposals were evaluated in two stages: 1) threshold review and 2) technical scoring. During threshold review, reviewers evaluated whether the proposal included: all elements, eligible activities, eligible end users/beneficiaries, and whether the proposer is an individual or entity eligible for a City contract. Proposals that passed threshold review moved to technical scoring, where an Evaluation Committee made up of 5 City employees, scored the proposals based on the evaluation criteria set forth in the NOFA, see table below. All proposals that scored at or above the minimum score of 100 out of 155 points are considered eligible for a funding award.

Evaluation Criteria	Points
<b>Experience and Nonprofit Participation</b>	
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	10
Timely Completion of Projects and Property Performance	5
Qualified Nonprofit on Project Team	5
<b>Leveraging</b>	
Leverage	10
<b>Geography</b>	
Project Located in Reinvestment Strategy Area	20
<b>Consistency with Comprehensive Housing Policy</b>	
Income Bands Served	10
Design Principles	5
Neighborhood/Community Group Support	5
<b>Consistency with City's Business Inclusion and Development Plan</b>	
Affirmative Action Plan and/or Policy	1

Ethnic Workforce Composition Report	1
Business Inclusion and Development Affidavit	2
History of M/WBE or Section 3 Business Utilization	4
Proposer and Project Team's Composition	7
<b>Project and Site Factors</b>	
Project Site Characteristics	5
Site Amenities	35
Homeowner and Tenant Services	5
Project Feasibility	15
Project Readiness	10
<b>Total Points Available*</b>	<b>155</b>

\* The points listed for each category are the maximum points available.

Staff and the Evaluation Committee has concluded its evaluation of the 2018 NOFA proposals for housing development. Out of the 19 proposals submitted, 10 passed threshold requirements. Based on the evaluation criteria, 3 of the 10 proposals earned a minimum score of 100 to receive a funding award. A summary of the proposals and evaluation results are attached. The highlighted proposals received a minimum score to qualify for a funding award.

On January 7, 2019, HNR staff will brief the Economic Development and Housing Committee on the NOFA results. On January 23, 2019, HNR will recommend loan terms and seek authority to execute contracts with eligible proposers. For more information regarding, please contact me at 214-670-3619.



David Noguera, Director  
Housing and Neighborhood Revitalization

Attachment: NOFA Evaluation Summary

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (I)  
Carol A. Smith, City Auditor (I)  
Biliera Johnson, City Secretary  
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Directors and Assistant Directors

**2018 Notice of Funding Availability (NOFA Proposal) Evaluation Summary**

	Developer	Development Name	Council District	Unit Proposed	Income Bands Served	City Request	Total Development Cost	Proposal Total Score
1	Generation Housing Partners	Estates at Shiloh	9	40 townhomes 224 apartments (Seniors)	30% - 120% AMI	\$4,000,000	\$38,435,465	117
2	Palladium USA	Palladium Redbird	3	224 apartments (Option 1) 300 apartments (Option 2)	30% - 60% AMI Market Rate	\$4,950,000 (Option 1) \$8,900,000 (Option 2)	\$45,508,161 (Option 1) \$61,148,008 (Option 2)	111
3	RMGM Developers, LLC Matthews Holdings Southwest	2400 Bryan	14	212 multifamily units	30% - 60% AMI	\$5,000,000 of General Obligation Bond Funds \$3,000,000 of Housing Trust Funds; and \$1,300,000 Tax Increment Financing	\$63,928,715	107
5	Villa Santa Maria Inc.	Villa Santa Maria	2	45 apartments (Seniors)	50% - 80 % AMI Market Rate	\$1,500,000	\$44,500,000	84
4	Dallas City Homes	Topeka Apartments and Imagine Community Center	6	15 units	50% - 120% AMI	\$3,247,843	\$6,854,623	80
6	High Point at Wynnewood, LP	High Point at Wynnewood	1	220 multifamily units	21 units - 30% AMI & Below 62 units - 60% AMI & Below 21 units - 80% AMI & Below 116 units - 80% AMI & Above	\$4,687,244	\$41,000,000	70
7	Grand 136	Grand Avenue Lofts	7	136 units	120% AMI and Market Rate	\$6,000,000	\$28,543,989	58
8	Highridge Costa Housing, LLC./ Casa Linda Development Corporation	Cielo at Mountain Creek	3	100 Units (Seniors)	60% AMI	\$3,560,450	\$19,262,439	55
9	Renaissance Neighborhood Development Corp.	Buckner Senior Housing	7	240 units	30% - 60% AMI and Market Rate	\$2,497,148	\$33,194,944	49
10	OM Housing	Villa at MountainView Apartments	3	250 multifamily units	60% AMI	\$1,300,000	\$44,000,000	32
<b>Did Not Pass Threshold</b>								
11	Camden Homes & Cooperzadeh Development	Kensington Valley	8	112 homes, 3-4 bdrms, 1600-2000 sq. ft	60% to 120% AMI	\$990,000	\$21,157,700	did not meet threshold requirements
12	Polk Street Partners	Polk Street Partners	8	69 single family home	60% - 120% AMI	\$2,700,000	\$15,227,551	did not meet threshold requirements

	Developer	Development Name	Council District	Unit Proposed	Income Bands Served	City Request	Total Development Cost	Proposal Total Score
13	Camden Homes & Cooperzadeh Development	Teagarden Estates	8	33 Single family homes	60% - 120% AMI	\$990,000	\$39,410,965	did not meet threshold requirements
14	Greenleaf Venture, LLC	Courtyards on Singleton	6	30 townhomes	80% - 120% AMI	\$450,000	\$6,570,000	did not meet threshold requirements
15	Dallas Neighborhood Alliance for Habitat (DNAfH)	Joppa	7	50 single family homes	30% - 120%	\$2,650,000	45% Bank Financing/Construction Funded by donors	did not meet threshold requirements
16	Dallas Neighborhood Alliance for Habitat	Los Arboles	6	29 single family homes	60% - 120% AMI	\$1,750,000	45% Bank Financing/Construction Funded by donors	did not meet threshold requirement
17	Builders of Hope Community Development Corporation	Chariot Village	7	20 multifamily units	80% AMI - 120% AMI	\$25,000 per unit grant	\$525,000.00	did not meet threshold requirements
18	OM Housing	Lawnview Pointe Apartments	7	250 multifamily units	not included	\$1,200,000	\$47,532,395	did not meet threshold requirements
19	OM Housing	Lawnview Place Apartments	7	132 multifamily units	not included	\$750,000	\$27,098,412	did not meet threshold requirements

# Memorandum



CITY OF DALLAS

DATE November 29, 2018

TO Honorable Mayor and City Council

SUBJECT **Taking Care of Business – November 27, 2018**

## Update Items

### [Deck the Plaza: City Hall Lights](#)

As previously communicated, Deck the Plaza, an inaugural holiday event for the city of Dallas will be held on November 30, 2018 from 4:30 pm to 8:00 pm and will feature an official illumination of City Hall Plaza, including a 40-foot tree, an appearance by Santa Claus, musical entertainment by Dallas Winds, the Castro Band, and special guest Nia Franklin, Miss America 2019. The official program will begin at 5:30 pm.

Deck the Plaza is a free event open to the public that kicks off our activation of City Hall Plaza as the City's official gathering place for special events. To reserve seating, please submit your RSVP to Genesis D. Gavino ([genesis.gavino@dallascityhall.com](mailto:genesis.gavino@dallascityhall.com)) no later than November 28, 2018. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.

### [Encampment Resolution Schedule – November 27, 2018 and December 4, 2018](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on Tuesday, November 27, 2018 and December 4, 2018:

November 27, 2018	December 4, 2018
<ul style="list-style-type: none"><li>• Central Expressway at Forest Lane (District 11)</li><li>• Central Expressway at Lyndon B Johnson Freeway (District 11)</li><li>• Stemmons Freeway at Northwest Highway (District 6)</li><li>• Stemmons Freeway at Medical District (District 6)</li></ul>	<ul style="list-style-type: none"><li>• Interstate I-20 at Bonnieview Road (District 8)</li><li>• Interstate I-30 at Jim Miller Road (District 7)</li><li>• Interstate I-75 at St. Augustine (District 7)</li><li>• Interstate I-30 at St Francis (District 7)</li></ul>

OHS Street Outreach team will continue to engage with homeless individuals to provide notice of clean-up and connect to resources and shelter. OHS Community Mobilization staff are meeting with stakeholders to determine long-term sustainability of encampment sites and will provide periodic updates. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer or Monica Hardman, Managing Director of Office of Homeless Solutions.

### [Office of Community Care – Senior Listening Sessions](#)

The Office of Community Care is coordinating Senior Listening Sessions to inform seniors of the services offered by the City of Dallas. The Sessions are intended to generate a greater awareness of senior issues & available resources.

DATE November 29, 2018  
SUBJECT **Taking Care of Business – November 27, 2018**

Throughout the year, Senior Affairs commission and staff have hosted multiple sessions in various districts, and additional sessions are being scheduled (see below). City Council members, Senior Affairs Commissioners and community organizations selected by the Commissioners are invited to serve as co-hosts. Should you have questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer, or Jessica Galleshaw, Director of the Office of Community Care.

<b>Date</b>	<b>Council District</b>	<b>Location</b>
December 4, 2018 10:00-11:00am	3	Thurgood Marshall Recreation Center 5150 Mark Trail Way Dallas, TX 75232

### **New Items**

#### [Kay Bailey Hutchinson Center \(KBHCCD\) Private Management Contract](#)

The procurement process for the KBHCCD private management contract continues to progress. Although staff had forecasted a December 5, 2018 briefing to City Council, we will instead initiate the public discussion with a briefing to the Quality of Life, Arts and Culture Committee on January 14, 2019. City Council briefing and action would follow in February 2019. Should you have any questions or concerns, please contact Joey Zapata, Assistant City Manager.

#### [Availability & Disparity Study Update](#)

On September 26, 2018, City Council authorized the professional service contract with MGT Consulting Group to begin the availability and disparity study. The study is officially underway, and MGT Consulting Group anticipates completion by March 2020. Currently, the Office of Business Diversity (OBD) is in the 'data gathering' phase of the study and the development of a community outreach plan. OBD plans to use all accessible communication outlets such as online, TV, Facebook live, phone townhall, and in-person to ensure that all stakeholders are aware of the study approach and timeline. The first outreach session is planned for January 2019 (after the holidays). The official City of Dallas Availability & Disparity study website will be live by the first week of December which will include a frequently asked questions section and a place for businesses to provide anonymous feedback. Should you have any questions or concerns, please contact Zarin Gracey, Interim Managing Director of the Office of Business Diversity.

#### [Diversity University](#)

On Thursday, November 29, 2018, the Office of Business Diversity will host its third installment of Diversity University. This session will be a three-part procurement simulation series. Instead of talking about doing business with the City, business owners will experience a simulated request for proposal. In addition to preparing an actual proposal, they will be coached by City staff as well as experience peer review evaluations. Should you have any questions or concerns, please contact Zarin Gracey, Interim Managing Director of the Office of Business Diversity.

#### [November 28, 2018 Agenda Item – GARE Contract](#)

On Wednesday, November 28, 2018, Mayor and City Council will be asked to authorize the execution of a contract with Governmental Alliance for Racial Equity (GARE) in the amount of \$178,500. The goal is to operationalize equity and be equipped to utilize the equity tools provided by GARE in our internal and external service delivery. GARE is a national membership organization of jurisdictions working to achieve racial equity and advance opportunities for all.

GARE is standing by to help the City of Dallas embark on and sustain a racial equity effort. GARE has a proposed a process that:

DATE November 29, 2018

SUBJECT **Taking Care of Business – November 27, 2018**

- Engages City of Dallas department heads in an Advancing Racial Equity workshop to build their awareness and support for integrating racial equity into city operations.
- Surveys employees to identify a baseline of where staff are in their awareness of the importance for racial equity and the progress of departments in operationalizing racial equity.
- Builds and sustains a Core Team to operate across departments to increase employee awareness and build support for organizational change that embraces racial equity as a desired objective for the city.
- Develops a Racial Equity Action Plan and staff expertise in using racial equity tools to assess and refine departmental processes, policies and practices so that community-level racial equity outcomes and internal departmental goals are achieved.

Additionally, the contract provides additional funding to conduct intensive accelerated training for the Office of Cultural Affairs after staff identified a need for training during the development of the Cultural Plan. Please see attachment for additional information regarding the breakdown of costs for the GARE contract that will be presented to City Council. Should you have any questions or concerns, please feel free to contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer, and Beverly Davis, Director of Office of Equity and Human Rights.

#### [State Finalizes Allocations for Volkswagen Settlement](#)

On Friday, October 16, 2018 Texas Commission on Environmental Quality (TCEQ) released the Final Beneficiary Mitigation Plan outlining the regional allocations and uses of Volkswagen (VW) Settlement Funds. The DFW region will receive \$33.3 million, which is an increase from the \$29 million proposed under the draft plan released on August 8, 2018. City staff has been tracking this issue since the settlement was first announced in 2017, and the City of Dallas has submitted comments several times both in person and in writing.

VW Settlement funds are tightly restricted, can be used to repower or replace vehicles and other equipment to reduce NOx emissions, and for infrastructure for zero-emission vehicles. Other expenses, such as air monitoring, are not allowed. Funding is expected to be available in early 2019 for cities to apply for grants, and Fund Development staff will coordinate any applications with the appropriate departments. Should you have any questions or concerns, please contact Brett Wilkinson, Managing Director of the Office of Strategic Partnerships and Government Affairs.

#### [Media Inquiries](#)

As of November 27<sup>th</sup>, the City has received media requests from various news outlets regarding the following topics:

- Curious Questions about Oak Cliff's Boundaries
- 2012 Bond Projects
- California Wildfires (DFR)
- North Dallas Apartment Complex Fire (DFR)

Please see the attached document compiling information provided to the media outlets for the week of November 20<sup>th</sup> – November 26<sup>th</sup> for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.

DATE November 29, 2018  
SUBJECT **Taking Care of Business – November 27, 2018**

**Look Ahead**

**City Council Briefings**

December 5, 2018

- 5-Year HUD Consolidated Plan Part 2
- Fleet Services Management Study Update



T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney (I)  
Carol A. Smith, City Auditor (I)  
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**City of Dallas  
Public Affairs & Outreach  
Media Requests  
November 15 – November 26**

**Nov.26, 2018, Miguelangel Pinero Alvarez:** This is a new case that I'm working on. Residents at Castle Place Apartments (3637 Almazan Dr, Tx 75220) are complaining about rats. According to them, the situation started four months ago with no definitive action taken so far for this problem to be solved. Even though residents assure they have reported several times, the Assistant Management of the complex told me either there was no report (Apt 102) or dogs have impeded them from executing inspections (Apt 101). I want to know whether the City is aware on this and the city's position about this situation. (Potential measures) As always, thank you very much.

**City Response:**

**Nov. 26, 2018, Luke Ranker, Reporter, Star-Telegram:** I'm working a possible story exploring payday loan ordinances and the lack of one in Fort Worth. I understand Dallas had the first in Texas. I was hoping to talk to someone your city's law, how it came about and what impact it has had. I don't have tight deadline, but sometime this week would be best. I can be reached at this email or either number below.

**City Response:**

Attached is information about Dallas' current payday loan ordinances. One is the regulation of credit access businesses in Chapter 50, "Consumer Affairs," the other is the regulation of alternative financial establishments as a land use in Section 51A-4.207 of the Dallas Development Code.

ARTICLE XI. CREDIT ACCESS BUSINESSES  
ARTICLE IV. ZONING REGULATIONS

**Nov. 19, 2018, Lori Brown, Reporter FOX 4:** Is there a city department that regulates parking garages? For example, someone had to pay \$20 to get out of a garage they were in for only a few minutes (it did not have any spaces left). They are now unable to contact the owner of the garage to get a refund. Is there a city department that provides business licenses for the garages that they can complain to?

**City Response:**

The City does not regulate the pricing to park in garages and the amount of time in said garage. However, the city requires parking garage businesses to obtain a Certificate of Occupancy (CO) through Sustainable Development and Construction. You may search for the CO at the link below:

<https://developdallas.dallascityhall.com/Default.aspx?PossePresentation=SearchForAddresses>



## City of Dallas

**Nov. 16, 2018, Elvia Limon, Engagement Reporter, Dallas Morning News:** *The Dallas Morning News* has received a few [Curious Texas questions](#), which are questions our readers ask that we then answer, and I was wondering if you would be able to get some of the answers and get me in touch with someone who could talk more about these questions.

- What are Oak Cliff's boundaries?
- Why does the city mow the grass between the Trinity River levees?

### City Response:

- What are Oak Cliff's boundaries?

The boundaries of Oak Cliff are roughly Interstate 30 on the north, Loop 12 and Spur 408 on the west, Interstate 35 on the east, the Trinity River on the northeast and Interstate 20 on the south.

- Why does the city mow the grass between the Trinity River levees?

The City of Dallas mows the Dallas Floodway Levee System (the levees, sumps and floodways) as part of our maintenance responsibilities under the U.S. Army Corps of Engineers for levee ownership and federal regulatory requirements associated with the levees and flood risk mitigation. Mowing prevents invasive plants and other species from growing inside the floodway, aids in visibility for routine visual inspections as well as meets the criteria for appropriate conveyance of river and flood waters.

**Nov. 15, 2018, Joe Setyon, Associate Editor, Reason:** I'm Joe Setyon, a reporter for *Reason* magazine. I read this recent story about legal fees approved by the city council for a lawsuit against former officer Amy Wilburn.

<https://dfw.cbslocal.com/2018/11/14/dallas-725k-defend-former-officer-shot-unarmed-man/>

I was looking for a bit more information about the council's decision yesterday to approve the legal fees. The civil lawsuit is against Wilburn, correct? Why did the council ultimately decide to spend this money?

**City response:** The City Attorney's Office has no comment beyond what is listed on the Agenda Information Sheet on the Council Agenda. You may find that here: [https://dallascityhall.com/government/Council%20Meeting%20Documents/Final%20Combined%20Agenda\\_Addendum\\_November%2014,%202018.pdf](https://dallascityhall.com/government/Council%20Meeting%20Documents/Final%20Combined%20Agenda_Addendum_November%2014,%202018.pdf) Please refer to agenda item #4.



**City of Dallas**

**Nov. 15, 2018, Giles Hudson, Assignment Editor, CBS DFW:** Is the water department seeing an uptick in water main breaks like today because of the cold?

**City Response:** City of Dallas Water Utilities administers an average 1,300 pipeline repairs annually (approx. four daily) within its 4,984-mile water pipeline network. Recently, DWU has averaged three pipeline repairs daily.

**Nov. 14, 2018, Maria Guerraro, Reporter, NBC 5:**

**City Response:** The project you see coming into fruition is from a 2012 Bond Street Improvement program and covers - Jefferson Blvd from Zang to Adams.

The 2017 Bond covers street improvements on Jefferson Blvd from Adams to S. Polk. Residents and business owners may petition their Councilmember or the appropriate City Official to have their street concerns addressed during the generation of the next bond cycle.

**Nov. 13, 2018, Maritza Esquivel, Reporter, Assignment Editor, Univision:** We were wondering if the city had announced any plans in regards to the freezing weather alert for tonight. Do you have any plans of implanting the extension of shelters or offering any other resources?

**City Response:** The City of Dallas Office of Emergency Management is monitoring the weather situation overnight and will be ready to respond to any situations that occur overnight.

If necessary, a shelter can quickly be activated should an emergency (such as a power failure) occur. Residents and guests that need relief from the cold weather visit any City facility during normal operating hours. We encourage residents and guests to report any icy road conditions, downed limbs or trees, and power outages to 3-1-1 so the appropriate resources can be dispatched. Residents should also promptly report power outages to Oncor for service restoration.

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**City of Dallas**

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**City of Dallas**  
Dallas Fire-Rescue Department  
Media Requests: November 12 – 25, 2018.

**Monday, November 12<sup>th</sup>: All local media outlets** – May we have information about DFR deploying to California to help with the wildfires?

**City Response:** DFR held a 1:00 p.m. press conference at the Training Facility to brief members of the local media on the information contained in the summary below.

**Dallas Fire-Rescue to Assist with Southern California Wildfires**

The State of California requested assistance from the State of Texas, through the Emergency Management Assistance Compact (EMAC), in battling the wildfire outbreak in the Southern part of their State. In response, the North Texas Branch of the Texas Department of Emergency Management, through the Texas Intrastate Fire Mutual Aid System (TIFMAS), is coordinating the deployment of a Strike Team, consisting of personnel and equipment from multiple area departments, to assist with the efforts. As part of the response, Dallas Fire-Rescue (DFR) will be sending one (1) Type I Engine, two (2) Type III Brush Trucks, one (1) Type VI Booster Engine, one (1) tactical tender, and Task Force Leader Vehicle and 16 firefighters to wildfire ravaged areas in Southern California. Though there is no defined time for which assistance will be needed, the initial strike team is prepared to be in place for no longer than 14-days. If resources are required beyond the initial response, a new team will be sent in relief, until assistance is no longer needed.

Members are expected to deploy on Monday, November 12<sup>th</sup>, at 3:00 p.m., from the DFR Training and Maintenance Facility, located at 5000 Dolphin Road, to go on their estimated 24 – 36 hour drive.

**Overall Deployment:** As part of this State-wide emergency management request, 200 Texas firefighters, representing multiple fire departments, will deploy to Southern California to help with the wildfires. Those individuals will make up 20 task forces, and will be staffing 50 fire engines, of varying Types, while on assignment.

**Tuesday, November 13<sup>th</sup>: Don Peritz and Jack Highberger, NBC 5** – Can you verify that the apparatus bay doors at Fire Station 24 are broken, and that the City's contract with Overhead Door is expired; resulting in a delay in getting the door repaired.

**City Response:** Yes, one of the apparatus bay doors at Fire Station 24 is currently not working. We have reached out to Overhead Door, and they already have a representative responding to address the issue. If you are looking for more information on the status of the City's contract, you'll need to reach out to Procurement. The reporters were advised that the broken door was reported around 7:00 a.m., and fixed around 1:00 p.m. It was also noted that the status of the contract caused no delay in the door getting fixed.

**The City PAO released this statement on behalf of Procurement:**



## City of Dallas

The contract for overhead maintenance and repair is currently expired and the replacement service contract is scheduled to be considered on the December 12, 2018 City Council agenda. In the interim, all service needs are handled on an as needed basis. Please note there was no delay in getting the door serviced and our interim service procedures worked effectively. There was no delay or public safety hazard to our knowledge.

**Saturday, November 17<sup>th</sup>: All Local Media Outlets** – Can we have more information on a 2-alarm fire DFR is responding to on Amanda Lane?

**City Response:** At [11:29](#) Dallas Fire-Rescue units were assigned to a 911 call for a structure fire at an apartment complex, located at 11330 Amanda Lane, in Northeast Dallas.

First arriving companies reported out with fire and smoke coming from the second floor of a three-story apartment building. They were able to mount an offensive fire attack using hand-lines, and despite a second-alarm response, knock the fire down in about half an hour.

There were no reported injuries to any of the residents as they had self-evacuated prior to the arrival of first responders.

The fire damage was mostly isolated to one second-floor unit, with an unspecified number of others having sustained varying degrees of smoke and/or water damage. The American Red Cross and apartment management are working together to accommodate the needs of an unknown number of displaced residents, and the cause of the fire is undetermined.

**Sunday, November 18<sup>th</sup>: All Local Media Outlets** – Can we have more information on a 2-alarm fire DFR is responding to on Chariot Drive?

**City Response:** At [17:19](#) Dallas Fire-Rescue units were dispatched to a 911 call for a structure fire at an apartment complex, located at 8030 Chariot Drive, in Southeast Dallas.

When first responding companies arrived at the scene, they observed flames coming through the roof of a two-story apartment building. Firefighting efforts were mostly defensive from the onset, as a request for a second-alarm was subsequently transmitted for manpower.

Thanks to the tireless efforts of approximately 50 firefighters, using hand-lines and ladder-pipes to contain and drown out the flames, the fire was declared extinguished almost 2 hours later.

There were a total of 28 apartment units (an unknown number of which were vacant) in the building. An unknown number of residents were displaced from these units, but the American Red Cross was called out to assist them with their needs. Thankfully, there were no injuries reported.

According to one witness, who was watching television when the fire began, the power in his apartment went out; and when he went outside to investigate, he saw flames coming from the roof of the building.



## City of Dallas

The cause of this fire is undetermined.

**Wednesday, November 21<sup>st</sup>: All Local Media Outlets** – May we have more information on an apartment fire, involving injuries and trapped residents, DFR is responding to?

**City Response:** At [7:02](#) Dallas Fire-Rescue units responded to a 911 call for a structure fire at the Meadows at Ferguson Apartments, located at 11760 Ferguson Road, in Northeast Dallas.

When first responding companies arrived at the scene, they observed heavy fire coming from the roof of a three-story apartment building. Though a brief quick attack was made, efforts were mostly defensive in nature. A second alarm was transmitted, and with the efforts of approximately 50 firefighters, the fire was ultimately extinguished.

Despite the excellent work of firefighters, the real heroes showed up prior to the arrival of DFR. Dallas Police Officers in the area, along with some of the residents of the complex, began running through the breezeways and knocking on doors to wake people up. At one point they noticed residents still trapped inside apartments on the third floor. Realizing the residents had no other means of escape, the officers (and residents helping) grabbed mattresses from some of the apartment units to create a cushion on the ground for the trapped residents to jump onto. Six residents, including a baby who had to be caught, jumped to safety from the third floor.

A total of 24 units were in the building; displacing an unknown number of residents, but the American Red Cross was called out to assist. Two residents were taken to local hospitals with non-life-threatening injuries. Additionally, one firefighter was taken to a local hospital with non-life-threatening burn injuries. Later in the afternoon, he was discharged from the hospital and sent home.

The damage left behind by the fire was so severe that management ultimately decided to demolish the building. The damage also prevented investigators from making safe entry to conduct their investigation; and as a result, the fire will more than likely remain undetermined.

**Wednesday, November 21<sup>st</sup>: Sent this information to All Local Media Outlets** – After conducting various operations, to include mopping up hot-spots and assisting residences in different capacities, the strike team has been demobilized and is expected to arrive back in Dallas on Wednesday afternoon. While we are excited to welcome our members back home, we are that much more grateful that they can be with their families for the Thanksgiving holiday.

**Note** – The team arrived back in Dallas, around 2:30 p.m., and we invited the media to come out to get b-roll and sound from the team members.



City of Dallas

**Sunday, November 25<sup>th</sup>: All Local Media Outlets** – May we have more detail about multiple vehicle fires overnight at a North Dallas apartment complex?

**City Response:** Just after midnight, Dallas Fire-Rescue units responded to a 911 call for a fire at an apartment complex, located at 4200 Horizon North Parkway, near the intersection of the Dallas North Tollway and President George Bush Turnpike. When firefighters arrived on the scene they observed multiple vehicles on fire underneath a car port. The flames were well advanced upon arrival; but firefighters made quick work of the matter, as they declared the fire extinguished in just under half an hour.

According to Investigators, the fire was accidental in nature and began in a van that was parked near several vehicles. Evidently, over-heated equipment, which was being used for unspecified work, inside the van caused it to catch fire and subsequently expose an unspecified number of other vehicles.

There were no injuries reported, and the quick response of firefighters kept the flames from impacting any residential structures.



LOCAL AND REGIONAL  
**GOVERNMENT ALLIANCE ON  
RACE & EQUITY**

**race forward** & *Csi* CENTER FOR  
SOCIAL INCLUSION

October 29, 2018

Beverly Davis, Equity and Human Rights Office Director  
City of Dallas, 1500 Marilla Street  
Dallas, TX 75201

Dear Ms. Davis:

Thank you for your interest in working with the Government Alliance on Race and Equity (GARE). We have appreciated talking with you over the past few weeks. This letter includes background information on GARE and a proposed scope of services designed to build employee racial equity awareness and the capacity of the city's departments to proactively advance racial equity.

GARE is standing by to help the City of Dallas embark on and sustain a racial equity effort. We have discussed a process that:

- Engages City of Dallas department heads in an Advancing Racial Equity workshop to build their awareness and support for integrating racial equity into city operations.
- Surveys employees to identify a baseline of where staff are in their awareness of the importance for racial equity and the progress of departments in operationalizing racial equity.
- Builds and sustains a Core Team to operate across departments to increase employee awareness and build support for organizational change that embraces racial equity as a desired objective for the city.
- Develops a Racial Equity Action Plan and staff expertise in using racial equity tools to assess and refine departmental processes, policies and practices so that community-level racial equity outcomes and internal departmental goals are achieved.

GARE has worked with over 150 jurisdictions in 30 states to begin embedding racial equity into local government practice. We are very familiar and experienced with providing the services desired by City of Dallas, and we deliver them with care, expertise and full appreciation of the challenges encountered and support needed when doing organizational change.

#### **BACKGROUND**

The [Government Alliance on Race and Equity](#) (GARE) is a core project of [Race Forward](#) and the [Haas Institute for a Fair and Inclusive Society](#) at the University of California Berkeley. We are a national network of government working to achieve racial equity and advance opportunities for all. We use a three-prong approach:

1. We are a membership organization that supports national and regional networks of jurisdictions that are at the forefront of work to achieve racial equity
2. We offer pathways for new jurisdictions to begin doing racial equity work, including

150 Broadway, Suite 303  
New York, NY 10038

Tel: (212) 248-2785  
Fax: (212) 248-6409

[www.centerforsocialinclusion.org](http://www.centerforsocialinclusion.org)  
<http://racialequityalliance.org>

- contractual technical assistance and year-long learning cohorts
3. We support and build local and regional collaborations that are broadly inclusive and focused on achieving racial equity

Government has the potential to leverage significant change and set the stage for achieving racial equity in our communities. GARE is building a national movement for racial equity; we share and expand best practices, tools and resources. If government is to advance racial equity, we must recognize its legacy of having created and maintained racial inequity, explicitly from the founding of our country, and implicitly for the past half century. We work with government because achieving racial equity will not occur unless government serves as an agent for creating an inclusive multi-racial democracy.

GARE has effective approaches for building the capacity of organizations and institutions to eliminate institutional and structural racism and advance racial equity. We offer training and organizational development, either in introductory workshops, specific topics or via an extended learning curriculum.

Our workshops include:

- **Interactive and experiential components.** Adult learning styles vary. We use varied forms (including exercises and small group discussions) to share information to ensure learning objectives are met.
- **Explicit conversation and facilitation to illuminate the connection between individual, institutional and structural racism.** Our training methodology allows participants to make connections between individual experiences and the broader societal and structural ways in which race is constructed. We focus on institutional and structural strategies, as those are most effective for leveraging change.
- **Strong, expert facilitation.** Conversations about race can sometimes be difficult. We have a team of expert facilitators who not only are prepared to lead and guide conversation but to re-design activities in the moment to ensure participants' time and experience is maximized.
- **Applied learning.** Racial equity concepts can, at times, be abstract. Our workshops focus on the application of learning in the work place. *Doing* is often the best teacher.

GARE recognizes the importance of responding to unique situations. Context matters. We tailor workshops and learning activities to best meet the needs of participants and organizations. Our workshops are informed by context setting to understand how best to tailor content and exercises and interviews with key stakeholders to ensure design meets needs and expectations of participants.

#### **What Creates Change: National Best Practice**

Leadership and staff must **normalize** racial equity as a key value and have clear understanding and shared definitions, **operationalize** equity via new policies and by transforming the underlying culture of our organizations, and finally, **organize**, both internally and in partnership with other institutions and the community. The elements and actions are based on our understanding of your desired direction.

#### **SCOPE OF WORK**

*Context setting*

GARE recognizes that this project will benefit from additional context setting in the form of an assessment of the current level of understanding and skills of employees. We will conduct an on-line Employee Equity Assessment to analyze employee understanding of racial equity and their competencies for operationalizing racial equity. We will also work with you to identify a set of core staff who will form a “Core Team” for this project, leading efforts to operationalize racial equity in the City of Dallas. GARE will moderate the selection process in partnership with the City.

#### *Normalize*

Normalizing conversations about race includes developing and sharing a racial equity framework as well as operating with urgency and accountability. The first level of understanding would be developed with City leadership and key staff across departments. GARE will provide six workshops, five for Dallas leadership and another for the Core Team. A high-level description is as follows:

- ***Advancing Racial Equity: The Role of Government (full day workshop, to be provided twice)*** – This workshop provides an orientation to the role, responsibilities and opportunities for government to advance racial equity. We focus on normalizing racial equity as a core value with clear definitions of key terminology, operationalizing racial equity via new policies and institutional practice, and organizing, both internally and in partnership with other institutions and the community. We introduce a racial equity tool that can be used in decisions relating to policies, practices, programs and budget and share effective communications strategies. Participants gain increased understanding of racial equity terminology, including implicit and explicit bias and individual, institutional, and structural racism; gain skill at identifying and addressing institutional and structural racism; and increase capacity to advance racial equity in the work place.

#### *Operationalize and Organize*

After the initial workshops, GARE will lead four additional sessions with the Core Team, thereby creating the foundations of the internal infrastructure needed to organize and share effective practice across departments. This Core Team will be an early adopter by piloting the use of a racial equity tool, using data to develop and track racial equity strategies and developing racial equity action plans. The sessions will take place over the course of approximately six months with additional work and guidance (as needed) from the GARE team between sessions. The content of the sessions will again be informed by the context setting phase. The GARE curriculum will be used to support the Core Team’s work, with one full day workshop and two half day workshops that integrate the following topics:

- ***Using a Racial Equity Tool*** – This content provides information on how to use a racial equity toolkit within policy, program and budget decision-making processes. Team members will gain skills by using the tool with their own lines of business that they would like to assess from a racial equity perspective.
- ***Communicating for Racial Equity*** – Communicating about race can sometimes be a challenge, but preparation and strategy make a big difference. This content provides tools for both interpersonal communication and communicating with the media and broader outside audiences.
- ***Tools for Organizational Change*** – This workshop provides hands-on exercises to discuss moving organizational change within government, including building organizational infrastructure across the breadth (all functions) and depth (up and down hierarchy). Content is tailored to meet participants’ needs, and will include topics such as stakeholder analysis, power and politics, and tipping point theory.

- **Developing a Racial Equity Action Plan** – Introductory training is not enough; the city of Dallas will want to put ideas and understanding into action, including and strategies that are designed to advance racial equity.

To ensure that lessons from the Core Team’s work are shared broadly across the city, GARE will work with the team to design and facilitate a broader internally focused information-sharing session at the end of the contract period. This half-day session will feature the work of the Dallas Core Team and supported by GARE work happening across the region.

The total cost and timeline for Dallas’s work with GARE is \$178,500 (summary below).

Activity/Deliverable	Total cost
1. Context setting and assessment <ul style="list-style-type: none"> <li>• In-person, introductory meeting</li> <li>• Employee Equity Assessment</li> <li>• Interviews with 5 to 10 key stakeholders</li> </ul> Deliverable – summary memo of assessment results	\$10,000
2. Leadership Normalizing: Five full-day workshops on Advancing Racial Equity-The Role of Government for 250 senior leaders and department directors Deliverable – participant packet and PowerPoint from workshops	\$50,000
3. Core Team <ul style="list-style-type: none"> <li>a. Normalizing: Day and a half workshop on Advancing Racial Equity-The Role of Government</li> <li>b. Operationalizing / Organizing: Three full day workshops-Using a Racial Equity Tool(2 days) and one full day emergent workshop (1 day); and One half-day workshop- Prep for Cumulative Summary Symposium</li> </ul> Deliverable – participant packet and PowerPoint from workshops	\$50,000 15,000 35,000
4. Technical assistance/coaching and support for Core Team members and as well as guidance on homework assignments Deliverable – Written Feedback for Homework/Racial Equity Action Plan	\$5,000
5. Cumulative summary symposium to share the results of the project with leadership and other key stakeholders Deliverables – participant packet and PowerPoint from symposium, final report with highlights and recommendations from the project	\$5,000
6. 1 year annual GARE Core membership	Complimentary
	120,000
Supplemental	
7. Train-the-Trainer: <ul style="list-style-type: none"> <li>a. One half-day Advancing Racial Equity Workshop for non-core team members</li> <li>b. One full-day Train-the-trainer workshop for Core Team members and other staff who will assist with the delivery of training for employees</li> </ul> Deliverable – participant packet and PowerPoint from workshop	\$15,000 5,000 10,000
8. Office of Cultural Affairs	\$35,000

Activity/Deliverable	Total cost
a. Normalizing-1 full day workshop Advancing Racial Equity	10,000
b. Organizing/Operationalizing- 2 full day workshops Using a Racial Equity Tool and Developing a Racial Equity Action Plan	20,000
c. Technical Assistance, Coaching, and Support as well as guidance on homework assignments	5,000
Sub-total	\$170,000
Administration (5 %)	\$8,500
Total	\$178,500

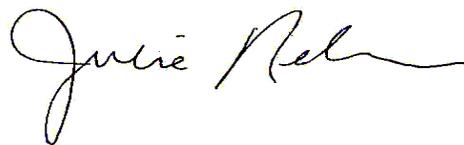
This project will support the creation of deeper shared understanding among leadership, a Racial Equity Action Plan and greater staff capacity for implementation of racial equity across key departments. Our approach incorporates proven practices and replicates success, changing the norm of what is expected and possible from government.

We have appreciated your leadership, and are excited about the possibility of moving this work forward. Please contact Shawna Davie, [sdavie@raceforward.org](mailto:sdavie@raceforward.org) or 404-919-0351 with questions or to discuss next steps.

Sincerely yours,



Glenn Harris, President  
Race Forward



Julie Nelson, Senior Vice President  
Race Forward  
Government Alliance on Race and Equity Co-Director