

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **May 22, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On May 10, 2024, a DRAFT City Council Agenda May 22, 2024, was provided for your review. This memorandum outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda. In addition, we have highlighted agenda items which have been briefed to the City Council and/or Committee by briefing memorandums.

Additional items and deletions to the DRAFT agenda are outlined below, including *revisions* to the FINAL agenda are underlined in blue and *deletions* are strikethrough in red. A brief explanation for revisions along with staff's contact information is provided.

Additions:

48. 24-1753 Consideration of appointments to the Dallas Area Rapid Transit Board of Directors for Positions 01 and 02 for the 2024-2026 Board Term (Closed Session, if necessary, Personnel, Sec. 551.074, T. O. M. A.) (Name of nominee in the City Secretary's Office) - Financing: No cost consideration to the City
49. 24-1540 Authorize a one-year service contract, with one, one-year renewal option for the City Manager recruitment consultant for the Department of Human Resources - Baker Tilly US, LLP, most advantageous proposer of fifteen - Not to exceed \$134,375.00 - Financing: General Fund (subject to annual appropriations)

Revisions:

7. 24-1572 Authorize a three-year service contract with two one-year renewal options for permitting software licenses and services for the Convention and Event Services Department's Office of Special Events with Event Approvals, Inc. - Not to exceed \$142,500.00 - Financing: Convention and Event Services Fund (subject to annual appropriations)
This item is being revised to add the M/WBE Information section. Please contact Joyce Williams, Director, Small Business Center Department, at 214-500-4217 or Rosa Fleming, Director, Department of Convention and Event Services, at 214-939-2755, for more information.
8. 24-1486 Authorize (1) the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2)(E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of

Dallas Housing Finance Corporation (DHFC or Issuer) in one or more series of tax-exempt bonds in an amount not to exceed \$22,500,000.00; proceeds of the Bonds will be loaned to DevCo. LLC or its affiliate, Mondello Apartments, LLC (collectively referred to as Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as The Mondello and located at 2000 Highland Road, Dallas, Texas, ~~75288~~ [75228](#) (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City

This item is being revised to update the Council District and Subject. Please contact Cynthia Rogers-Ellickson, Director (i), Department of Housing & Neighborhood Revitalization, at 214-670-3601, for more information.

Additionally, File ID No. 24-1481 was previously item 47 under Items for Individual Consideration has been placed under Consent and has caused a renumbering of several items from Item Nos. 2 through 47.

A memorandum was previously provided to the City Council and/or Committee regarding the following items. A link to the specific memorandums is also attached for more information.

Memorandums:

8. 24-1486 Authorize **(1)** the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2)(E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of Dallas Housing Finance Corporation (DHFC or Issuer) in one or more series of tax-exempt bonds in an amount not to exceed \$22,500,000.00; proceeds of the Bonds will be loaned to DevCo. LLC or its affiliate, Mondello Apartments, LLC (collectively referred to as Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as The Mondello and located at 2000 Highland Road, Dallas, Texas, ~~75288~~ [75228](#) (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City

of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City [The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this item on May 17, 2024.](#)

9. 24-1485 Authorize **(1)** the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2) (E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of Dallas Housing Finance Corporation (DHFC or Issuer) in one or more series of tax-exempt bonds in an amount not to exceed \$30,000,000.00; proceeds of the Bonds will be loaned to Generation Housing Partners, LLC or its affiliates, TX Tenison 2024, Ltd., (collectively referred to as the Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as Tenison Lofts and located at 3500-3632 Samuell Boulevard, Dallas, Texas, 75223 (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City [The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this item on May 17, 2024.](#)
10. 24-1484 Authorize **(1)** the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2)(E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of Dallas Housing Finance Corporation in one or more series of tax-exempt bonds in an amount not to exceed \$35,000,000.00; proceeds of the Bonds will be loaned to Generation Housing Partners, LLC or its affiliate, TX Illinois 2024, Ltd. (collectively referred to as Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as Hi Line Illinois and located at 4710 West Illinois Avenue, Dallas, Texas, 75211 (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City

[The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this item on May 17, 2024.](#)

11. 24-1487 Authorize **(1)** the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2) (E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of Dallas Housing Finance Corporation (DHFC or Issuer) in one or more series of tax-exempt bonds in an amount not to exceed \$31,000,000.00; proceeds of the Bonds will be loaned April Housing, or its affiliate, 13695 Goldmark Drive (TX) Owner, LP (collectively referred to as Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as Waterford at Goldmark and located at 13695 Goldmark Drive, Dallas, Texas, 75240 (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City [The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this item on May 17, 2024.](#)

12. 24-1488 Authorize **(1)** the approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2) (E) of the Internal Revenue Code of 1986, as amended (Code), of the issuance of multifamily residential mortgage revenue bonds (Bonds) issued by the City of Dallas Housing Finance Corporation (DHFC or Issuer) in one or more series of tax-exempt bonds in an amount not to exceed \$32,000,000.00; proceeds of the Bonds will be loaned to April Housing, or its affiliate, 8004 West Virginia Drive (TX) Owner, LP (collectively referred to as Borrower) to finance a portion of the cost of the renovation of units for an affordable multifamily complex to be known as West Virginia Apartments and located at 8004 West Virginia Drive, Dallas, Texas, 75237 (Development); and **(2)** the approval of the application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 18, 2024 after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code - Financing: No cost consideration to the City [The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this item on May 17, 2024.](#)

13. 24-1431 Authorize **(1)** the sale of one vacant Land Transfer Program lot to Southfair Community Development Corporation and/or its affiliates, a Qualified Participating Developer under the Land Transfer Program (“Developer”) for the construction of up to two to three affordable housing units subject to restrictive covenants, a right of reverter, and execution and recording of all necessary documents, pursuant to the City’s Land Transfer Program; **(2)** the release of all non-tax City liens, notices or orders that were filed on the one Land Transfer Program lot prior or subsequent to the deeds transferring the lot the City of Dallas; and **(3)** execution of a development agreement with Developer for the construction of up to two to three homeownership townhome units on the Land Transfer Program lot - Estimated Revenue: General Fund \$1,972.28 (see Fiscal Information)
[The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on March 25, 2024.](#)
14. 24-1291 Authorize **(1)** the City Manager to negotiate and execute a development loan agreement and security documents with TX Tenison 2023, Ltd., an affiliate of Generation Housing Partners, LLC (together, the Applicant) in an amount not to exceed \$6,500,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR), conditioned upon Applicant, or the entity named by the award, receiving 2023 4% Housing Tax Credit award or other funding source subject to approval of the City for the development of the Tenison Lofts at Samuell Grand, a 164-unit mixed-income affordable multifamily complex to be located at 3500-3632 Samuell Boulevard Dallas, Texas 75223 (Project); **(2)** the City Manager to negotiate and execute a development loan agreement and security documents with the Dallas Housing Finance Corporation (DHFC) or affiliate(s) thereof in an amount not to exceed \$4,500,000.00 in Community Development Block Grant and HOME Investment Partnerships (HOME) Funds to purchase and own the real property located at 3500-3632 Samuell Boulevard Dallas, Texas 75223 (Property); and **(3)** approve the DHFC as long-term ground lessor of the property to enter into a long-term ground lease with Applicant and/or its affiliates(s) for the development of the Property pursuant to 24 CFR 570.201(a) and (b), subject to compliance with all funding source requirements - Not to exceed \$11,000,000.00 - Financing: HOME Funds (\$1,000,865.51), Community Development Block Grant Funds (\$3,499,134.49), and Community Block Grant Disaster Recovery Funds (\$6,500,000.00)
[The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on April 23, 2024.](#)
23. 24-659 A resolution authorizing the adoption of the City of Dallas On-Street Parking and Curb Management Policy - Financing: This action has no cost consideration to the City (see Fiscal Information for future costs)
[The Transportation and Infrastructure Committee was briefed by memorandum regarding this matter on August 16, 2021.](#)

[The City Council was briefed by memorandum regarding this matter on July 7, 2023.](#)

[The Transportation and Infrastructure Committee was briefed by memorandum regarding this matter on September 18, 2023.](#)

[The City Council was briefed by memorandum regarding this matter on February 9, 2024.](#)

24. 24-660 An ordinance amending Chapter 28, "Motor Vehicles and Traffic," of the Dallas City Code by amending Sections 28-2, 28-26, 28-103, 28-104, 28-105, 28-106, 28-107, 28-108, 28-109, 28-110, 28-111, 28-112, 28-113, 28-114, 28-114.1, 28-114.11, and 28-114.12; **(1)** adding new Sections 28-103.1, 28-103.2, 28-103.3, and 28-114.13; **(2)** providing a paid parking area; **(3)** modifying the authority of the Director of Transportation to install and operate paid parking payment devices and setting the rates for paid parking in the paid parking area; **(4)** providing a penalty not to exceed \$500.00; **(5)** providing a saving clause; **(6)** providing a severability clause; and **(7)** providing an effective date - Financing: This action has no cost consideration to the City (see Fiscal Information)

[The Transportation and Infrastructure Committee was briefed by memorandum regarding this matter on August 16, 2021.](#)

[The City Council was briefed by memorandum regarding this matter on July 7, 2023.](#)

[The Transportation and Infrastructure Committee was briefed by memorandum regarding this matter on September 18, 2023.](#)

[The City Council was briefed by memorandum regarding this matter on February 9, 2024.](#)

40. 24-1493 Authorize **(1)** amendment to the contract with Dallas College for instructional services for police academy training; **(2)** the receipt and deposit of additional funds in an amount not to exceed \$415,000.00 from Dallas College in the Dallas College Police Training Funds; and **(3)** an increase in appropriations in an amount not to exceed \$415,000.00 in the Dallas College Police Training Funds for the period September 1, 2023 through August 31, 2024 - Not to exceed \$415,000.00 - Financing: Dallas College Police Training Funds

[The Public Safety Committee was briefed by memorandum regarding this matter on May 13, 2024.](#)

41. 24-1492 Authorize a three-year service contract for maintenance, support, and licenses for an audio and video recording system for the Dallas Police Department - CALLYO 2009 CORP, sole source - Not to exceed \$148,584.60 - Financing: Confiscated Monies - State Fund

[The Public Safety Committee was briefed by memorandum regarding this matter on May 13, 2024.](#)

- PH2. 24-1483 A public hearing to receive comments on **(1)** the Proposed FY 2024-25 HUD Consolidated Plan Budget for U.S. Department of Housing and Urban Development (HUD) Grant Funds and Fiscal Year (FY) 2023-24 Reprogramming Funds; and **(2)** the new Five-Year Consolidated Plan, covering the period of FY 2024-25 through FY 2028-29 - Financing: No cost consideration to the City [The City Council was briefed by memorandum regarding this matter on December 8, 2023.](#)

[The Government Performance and Financial Management Committee was briefed by memorandum regarding this matter on January 19, 2024.](#)

[The Government Performance and Financial Management Committee was briefed by memorandum regarding this matter February 26, 2024.](#)

- PH3. 24-1304 A public hearing to receive comments concerning the Dallas Tourism Public Improvement District (the District) expansion in accordance with Chapter 372 of the Texas Local Government Code, allowing the City to include property in a hotel-public improvement district (hotel-PID) with the property owner's consent if such property could have been included in the District, when created, without violating the petition thresholds, to provide supplemental public services funded by assessments on Dallas hotels with 100 or more rooms (Qualifying hotels); and, at the close of the public hearing authorize a resolution approving District boundary expansion to include an estimated one additional Qualifying hotel in the District not described in the resolution or petition renewing the District in 2016 and the resolutions approving the 2020, 2022, or 2023 boundary expansions (District expansion) - Financing: This action has no cost consideration to the City (see Fiscal Information) [The Economic Development Committee was briefed by memorandum regarding this matter on April 1, 2024.](#)

- PH4. 24-1305 A public hearing to receive comments concerning the renewal of the North Lake Highlands Public Improvement District (the "District"), in accordance with Chapter 372 of the Texas Local Government Code, for the specified area of the District, to provide supplemental public services to be funded by assessments on real property and real property improvements in the District; and, at the close of the public hearing, authorize: **(1)** approval of a resolution renewing the District for a period of ten years, from 2025 to 2034; **(2)** approval of the District's Service Plan for 2025-2034 to provide supplemental public services, to be funded by assessments on real property and real property improvements in the District; and **(3)** a management contract with Lake Highlands Improvement District Corporation, a Texas nonprofit corporation as the management entity for the District – Financing: This action has no cost consideration to the City (see Fiscal Information)

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[The Economic Development Committee was briefed by memorandum regarding this matter on April 1, 2024.](#)

PH5. 24-1306 A public hearing to receive comments concerning the renewal of the Prestonwood Public Improvement District (the “District”), in accordance with Chapter 372 of the Texas Local Government Code, for the specified area of the District, to provide supplemental public services to be funded by assessments on real property and real property improvements in the District; and, at the close of the public hearing, authorize: **(1)** approval of a resolution renewing the District for a period of ten years, from 2025 to 2034; **(2)** approval of the District’s Service Plan for 2025-2034 to provide supplemental public services, to be funded by assessments on real property and real property improvements in the District; and **(3)** a management contract with Prestonwood Homeowners Association, Inc., a Texas nonprofit corporation, as the management entity for the District – Financing: This action has no cost consideration to the City (see Fiscal Information)

[The Economic Development Committee was briefed by a memorandum regarding this matter on April 1, 2024.](#)

Please feel free to reach out to me or Jon Fortune, Deputy City Manager if you have questions or should you require additional information at this time.



Kimberly Bizzor Tolbert
City Manager (I)

c:

Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for May 22, 2024 Council Agenda**

The policy of the City of Dallas is to engage certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City’s architecture & engineering, construction, goods, and professional services contracts. The City’s Business Inclusion and Development Policy (BID Policy) is overseen by the Business Inclusion and Development (BID) division of the Small Business Center, which is providing this summary of M/WBE subcontracting participation for the May 22, 2024 City Council Agenda.

As a reminder, the M/WBE goals that became effective on October 1, 2020 are:

Architecture & Engineering	Construction	Professional Services	Other Services*	Goods
34.00%	32.00%	38.00%	N/A	32.00%

For this agenda, BID reviewed **19** agenda items; **7** items on this agenda include an M/WBE goal. Of those **7** items, **3** exceeded the goal, **2** met the goal, **2** did not meet the goal. This agenda includes **12** items that did not have an applicable M/WBE goal. The table below provides a summary of M/WBE participation for this agenda.

#	Contract Amount	Procurement Category	M/WBE Goal	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
6	\$347,500.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Interlocal Agreement
7	\$142,500.00	Other Services	23.00%	0.00%	0.00%	\$0.00	Does not meet M/WBE Subcontracting Goal
13	\$345,000.00	Construction	32.00%	32.00%	32.00%	\$110,400.00	Meets MWBE Subcontracting Goal
14	\$27,571,941.00	Construction	32.00%	32.00%	32.00%	\$8,823,021.12	Meets MWBE Subcontracting Goal
16	\$2,908,232.40	Other Services	N/A	N/A	100.00%	\$2,908,232.40	M/WBE N/A Co-Op Prime is WBE
21	\$324,905.00	Architecture & Engineering	25.66%	59.36%	100.00%	\$324,905.00	Exceeds MWBE Subcontracting Goal
25	\$7,000,000.00	Goods	N/A	N/A	N/A	N/A	M/WBE N/A Co-Op
31	\$2,002,199.50	Goods	32.00%	0.00%	0.00%	\$0.00	Item is Request for Bid Lowest responsive bidders being selected.
32	\$200,000.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
33	\$5,253,400.00	Other Services	N/A	N/A	N/A	N/A	Item is Request for Bid Lowest responsive bidders being selected
34	\$529,636.70	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services

#	Contract Amount	Procurement Category	M/WBE Goal	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
35	\$1,031,965.00	Other Services	N/A	N/A	N/A	N/A	Item is Request for Bid Lowest responsive bidders being selected
36	\$1,940,954.00	Other Services	N/A	N/A	N/A	N/A	Item is Request for Bid Lowest responsive bidders being selected.
38	\$632,512.90	Goods	N/A	N/A	N/A	N/A	M/WBE N/A Co-Op
39	\$217,228.00	Construction	N/A	36.46%	36.46%	\$79,191.00	M/WBE N/A Co-Op Prime is WBE
44	\$600,000.00	Architecture & Engineering	34.00%	34.50%	67.00%	\$402,000.00	Exceeds MWBE Subcontracting Goal. Prime is MBE.
45	\$16,497,925.00	Construction	32.00%	32.03%	32.03%	\$5,285,027.00	Exceeds MWBE Subcontracting Goal
46	\$13,877,982.60	Construction	32.00%	20.65%	20.65%	\$2,865,421.29	Item is Request for Bid Lowest responsive bidders being selected.
49	\$134,375.00	Other Services	23.00%*	5.95%	5.95%	\$7,998.00	Does not meet M/WBE Subcontracting Goal

*This item has a 23.00% Other Services goal

The following items do not meet the M/WBE goal:

Agenda Item No. 7

Authorize a three-year service contract with Event Approvals, Inc for permitting software licenses and services for the Convention and Event Services Department’s Office of Special Events. This proprietary software and maintenance services are being purchased from the manufacturer.

Agenda Item No. 49

Authorize a one-year service contract with Baker Tilly US, LLP, with one, one-year renewal option for the City manager recruitment consultant for the Department of Human Resources. Award amount will not exceed \$134,375. One MBE firm is subcontracted on this contract.

Local Businesses

The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There are a total of 21 prime contractors considered in this agenda. The local status for each prime contractor and the percentage of local workforce is also included in the agenda information sheet.

Vendor	Local		Non-Local		Total
Prime	6	31.58%	13	68.42%	19
M/WBE Prime	2	100.00%	0	0.00%	2
M/WBE Sub	8	50.00%	8	50.00%	16

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SUBJECT **M/WBE Participation for May 22, 2024 Council Agenda**
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Please feel free to contact me or Joyce Williams, Director of the Small Business Center, if you have any questions or should you require additional information.



Robin Bentley
Assistant City Manager (I)

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| Kimberly Bizzor Tolbert, City Manager (I) | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Tammy Palomino, City Attorney | Dr. Robert Perez, Assistant City Manager |
| Mark Swann, City Auditor | Donzell Gipson, Assistant City Manager (I) |
| Biliera Johnson, City Secretary | Jack Ireland, Chief Financial Officer |
| Preston Robinson, Administrative Judge | Genesis D. Gavino, Chief of Staff to the City Manager |
| Jon Fortune, Deputy City Manager | Directors and Assistant Directors |
| Majed A. Al-Ghafry, Assistant City Manager | |



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-818 6	\$347,500.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a five-year cooperative purchasing agreement for air tower maintenance and repairs with DBT Transportation Services, LLC through an interlocal agreement with the City of Grand Prairie - Not to exceed \$347,500.00 - Financing: Aviation Fund		
The Business Inclusion and Development Policy does not apply to Interlocal Purchasing Agreements.			
DBT Transportation Services, LLC - Non-local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1572 7	\$142,500.00	Other Services	23.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a three-year service contract with two one-year renewal options for permitting software licenses and services for the Convention and Event Services Department's Office of Special Events with Event Approvals, Inc. - Not to exceed \$142,500.00 - Financing: Convention and Event Services Fund (subject to annual appropriations)		
This item does not meet the M/WBE subcontracting goal.			
Event Approvals, Inc - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1431 13	\$345,000.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00%	\$110,400.00
Subject:	Authorize (1) the sale of one vacant Land Transfer Program lot to Southfair Community Development Corporation and/or its affiliates, a Qualified Participating Developer under the Land Transfer Program (“Developer”) for the construction of up to two to three affordable housing units subject to restrictive covenants, a right of reverter, and execution and recording of all necessary documents, pursuant to the City’s Land Transfer Program; (2) the release of all non-tax City liens, notices or orders that were filed on the one Land Transfer Program lot prior or subsequent to the deeds transferring the lot the City of Dallas; and (3) execution of a development agreement with Developer for the construction of up to two to three homeownership townhome units on the Land Transfer Program lot - Estimated Revenue: General Fund \$1,972.28 (see Fiscal Information)		
This contract meets the M/WBE subcontracting goal.			
Southfair Community Development Corporation – Local; Workforce – 33.33% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1291 14	\$27,571,941.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00%	\$8,823,021.12
Subject:	<p>Authorize (1) the City Manager to negotiate and execute a development loan agreement and security documents with TX Tenison 2023, Ltd., an affiliate of Generation Housing Partners, LLC (together, the Applicant) in an amount not to exceed \$6,500,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR), conditioned upon Applicant, or the entity named by the award, receiving 2023 4% Housing Tax Credit award or other funding source subject to approval of the City for the development of the Tenison Lofts at Samuell Grand, a 164-unit mixed-income affordable multifamily complex to be located at 3500-3632 Samuell Boulevard Dallas, Texas 75223 (Project); (2) the City Manager to negotiate and execute a development loan agreement and security documents with the Dallas Housing Finance Corporation (DHFC) or affiliate(s) thereof in an amount not to exceed \$4,500,000.00 in Community Development Block Grant and HOME Investment Partnerships (HOME) Funds to purchase and own the real property located at 3500-3632 Samuell Boulevard Dallas, Texas 75223 (Property); and (3) approve the DHFC as long-term ground lessor of the property to enter into a long-term ground lease with Applicant and/or its affiliates(s) for the development of the Property pursuant to 24 CFR 570.201(a) and (b), subject to compliance with all funding source requirements - Not to exceed \$11,000,000.00 - Financing: HOME Funds (\$1,000,865.51), Community Development Block Grant Funds (\$3,499,134.49), and Community Block Grant Disaster Recovery Funds (\$6,500,000.00)</p>		
This contract meets the M/WBE subcontracting goal.			
Generation Housing Partners, LLC – Local; Workforce – 66.66% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1387 16	\$2,908,232.40	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	100.00% WF	\$2,908,232.40
Subject:	Authorize a one-year cooperative purchasing agreement for help desk and desk-side support services for the Department of Information and Technology Services with GTS Technology Solutions, Inc. through The State of Texas Department of Information Resources cooperative agreement - Not to exceed \$2,908,232.40 - Financing: Data Services Fund		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements however, the prime contractor is a certified WBE.			
GTS Technology Solutions, Inc., Non-Local, WF, 100.00% - Information Technology (Prime)			
GTS Technology Solutions, Inc. - Non-Local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-82 21	\$324,905.00	Architecture & Engineering	25.66%*
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	59.36%	100.00% WF, BM, HM	\$324,905.00
Subject:	Authorize Supplemental Agreement No. 2 to the professional services contract with Nathan D. Maier Consulting Engineers, Inc. to provide additional engineering services for Marsalis Avenue Bridge over Cedar Creek/Dallas Zoo Bridge Repair in Bridge Repair Group 17-0001 - Not to exceed \$324,905.00, from \$256,665.00 to \$581,570.00 - Financing: 2023 Certificate of Obligation Fund		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
This contract exceeds the M/WBE goal.			
Supplemental Agreement No 2 – 100.00% Overall participation			
Nathan D Maier Consulting, L, WF, 68.77% - Engineering, Surveying, Management (Prime)			
Alliance Geotechnical Group, L, BM, 10.44% - Geotechnical Engineering			
Integrated Environmental Solutions, Non-Local, WF, 7.99% - Engineering Environmental			
Othon Engineering, L, HM, 12.80% - Engineering			
This Item – 100.00% MWBE participation			
Nathan D Maier Consulting, Local, WF, 60.43% - Engineering, Surveying, Management (Prime)			
Alliance Geotechnical Group, Local, BM, 8.00% - Geotechnical Engineering			
Integrated Environmental Solutions, Non-Local, WF, 12.14% - Engineering Environmental			
Othon Engineering, Local, HM, 19.44% - Engineering			
Nathan D. Maier Consulting Engineers, In – Local; Workforce – 57.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1340 25	\$7,000,000.00	Goods	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a two-year master agreement for the purchase of Dynamic Message Signs and traffic signal materials for the Department of Transportation with Consolidated Traffic Controls, Inc. through the Houston-Galveston Area Council cooperative agreement - Estimated amount of \$7,000,000.00 - Financing: General Fund (\$2,984,000.00), Street and Transportation (A) Fund (\$56,000.00), Fair Park Capital Reserve Fund (\$2,900,000.00), Transportation Special Projects Fund (\$460,000.00), and Coronavirus State and Local Fiscal Recovery Fund (\$600,000.00)		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Consolidated Traffic Controls, Inc.- Non-local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1505 31	\$2,002,199.50	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a two-year master agreement for the purchase of frictional asphaltic preservation treatment and pre-treatment concentrate for the Department of Public Works - Hall Brothers, Inc., only bidder - Estimated amount of \$2,002,199.50 - Financing: General Fund		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Hall Brothers, Inc.- Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1508 32	\$200,000.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a one-year service contract, with one, one-year renewal option, for planning and production of the annual Dr. Martin Luther King Jr. Parade for the Office of Community Care - Sons of Solomon dba Hope Encourage Love Protect, most advantageous proposer of two - Not to exceed \$200,000.00 - Financing: General Fund (subject to annual appropriations)		
This item is Other Services and no availability and disparity in the market.			
Sons of Solomon dba Hope Encourage Love Protect - Local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1307 33	\$5,253,400.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service contract for emergency dewatering services during localized flood events within the city for the Water Utilities Department - Herc Rentals, Inc., lowest responsible bidder of two - Not to exceed \$5,253,400.00 - Financing: Stormwater Drainage Management Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest bidder being selected.			
Herc Rentals, Inc. – Local; Workforce – 8.57% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1512 34	\$529,636.70	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service price agreement for repairs, maintenance, and inspections for the railroad spur track system for the Water Utilities Department - Lone Star Railroad Contractors, Inc. in the estimated amount of \$484,651.10 and Coastline Rail Engineering, LLC in the estimated amount of \$44,985.60, most advantageous proposers of three - Total estimated amount of \$529,636.70 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)		
This item is Other Services and no availability and disparity in the market.			
Coastline Rail Engineering - Non-local; Workforce - 0.00% Local Lone Star Railroad Contractors, Inc. - Non-local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1509 35	\$1,031,965.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service price agreement for service and maintenance of water main pipeline joints for the Water Utilities Department - Miller Pipeline, Corp., only bidder - Estimated amount of \$1,031,965.00 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Miller Pipeline, Corp. - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1510 36	\$1,940,954.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service price agreement for sports officiating services for the Park & Recreation Department - Top Basketball Officials Association in the estimated amount of \$1,090,000.00 and Raymond Alford, Jr. dba Realford Consulting, LLC in the estimated amount of \$850,945.00 lowest responsible bidders of three - Total estimated amount of \$1,940,945.00 - Financing: General Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Top Basketball Officials Association- Local; Workforce - 0.00% Local Raymond Alford, Jr. dba Realford Consulting, LLC - Local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1502 38	\$632,512.90	Goods	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service price agreement for the provision of a cloud-based Enterprise Asset Management Software System from Vertosoft, LLC through the Texas Association of School Boards (BuyBoard) for the Park & Recreation Department - Not to exceed \$632,512.90 - Financing: General Fund (subject to annual appropriations)		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Vertosoft, LLC - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1479 39	\$217,228.00	Construction	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	36.46%	36.46% WF	\$79,191.00
Subject:	Authorize a construction services contract for installation of playground equipment and Independent Safety Audit with Whirlix Design Inc. through the Texas Association of School Boards (BuyBoard) for the Juanita J. Craft Park Playground Renovation located at 4500 Spring Avenue - Not to exceed \$217,228.00 - Financing: General Fund		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements however, the prime contractor is subcontracting with a certified WBE.			
Henneberger Construction, Local, WF, 36.46% - Demolition and Installation			
Whirlix Design Inc. - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-942 44	\$600,000.00	Architecture & Engineering	34.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	34.50%	67.00% BM	\$402,000.00
Subject:	Authorize two professional services contracts with two consulting firms, for the most highly qualified proposals to provide construction materials testing services during the installation of capital improvement projects at water treatment and distribution facilities - East Texas Testing Laboratory Inc. dba E TTL Engineers & Consultants Inc., in an amount not to exceed \$300,000, and Alliance Geotechnical Group, Inc., in an amount not to exceed \$300,000.00 - Total not to exceed \$600,000.00 - Financing: Water Capital Improvement G Fund (\$375,000.00) and Water Construction Fund (\$225,000.00)		
This contract exceeds the M/WBE subcontracting goal and one Prime is MBE.			
Alliance Geotechnical Group, Inc, Local, BM, 32.50% - Materials Testing and Inspections (Prime) TQD Group, Local, BM, 17.50% - Materials Testing and Inspections Project Management Associates, LLC, Non-Local, BM, 17.00% - CMT			
Alliance Geotechnical Group, Inc– Local; Workforce – 0.08% Local East Texas Testing Laboratory, Inc – Non-Local; Workforce – 45.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1410 45	\$16,497,925.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.03%	32.03% HF, BF, HM, WF	\$5,285,027.00
Subject:	Authorize (1) a construction services contract for flood protection and storm drainage relief improvements associated with the Pensive Drive Channel and Walnut Hill Lane storm drainage system and (2) an increase in appropriations in an amount not to exceed \$1,316,901.00 in the Certificate of Obligation Fund (Series 2024A) - Austin Filter Systems, Inc., lowest responsible bidder of four - Not to exceed \$16,497,925.00 - Financing: Certificate of Obligation Fund (Series 2024A) (\$11,711,255.00), Water Capital Improvement F Fund (\$1,000,000.00), Wastewater Capital Improvement F Fund (\$2,512,545.00), Water Capital Improvement G Fund (\$271,110.00), and Water Construction Fund (\$1,003,015.00)		
This contract exceeds the M/WBE subcontracting goal.			
DFW Aggregates LLC, Local, HF, 3.50% - Hauling Services Llano River Fence Co, Local, BF, 0.33% - Fencing/Tree Removal Hernandez Underground Construction, Local, HM, 13.35% - Utility Work Champion Fuel Solutions, Non-Local, WF, 3.82% - Fuel Delivery Gonzalez and Schneeberg, Non-Local, HM, 0.24% - Surveying Services B & B Materials and Services, Non-Local, 0.15% - Dumpsters Cow Town Redi-Mix, Non-Local, 10.64% - Concrete Supplier Austin Filter Systems– Non-local; Workforce – 74.00% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-868 46	\$13,877,982.60	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	20.65%	20.65% HM, WF	\$2,865,421.29
Subject:	Authorize a construction services contract for the installation of storm drainage improvements and water and wastewater main replacements at seven locations (list attached to the Agenda Information Sheet) - SYB Construction Co., Inc., lowest responsible bidder of three - Not to exceed \$13,877,982.60 - Financing: Flood Control (D) Fund (2017 General Obligation Bond Fund) (\$2,057,403.12), 2024B Certificate of Obligation Fund (\$7,474,691.88), Water Capital Improvement G Fund (\$2,616,107.60) and Wastewater Capital Improvement F Fund (\$1,729,780.00)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
JT's Asphalt & Concrete, Local, HM, 7.20 – Concrete & Asphalt Paving North Texas Utility Supply Inc, Non-Local, WF, 11.64% - PVC Pipe, WWMH, & Storm Drain Supplier Ricochet Fuel Distributors, Inc, Non-Local, WF, 1.80% - Fuel Supply & Delivery SYB Construction Co Inc – Local; Workforce – 30.71% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-1540 49	\$134,375.00	Other Services	23.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	5.95%	5.95% BM	\$7,998.00
Subject:	Authorize a one-year service contract, with one, one-year renewal option for the City Manager recruitment consultant for the Department of Human Resources - Baker Tilly US, LLP, most advantageous proposer of fifteen - Not to exceed \$134,375.00 - Financing: General Fund (subject to annual appropriations)		
This item does not meet the M/WBE subcontracting goal.			
Cartgroup Consultants International LLC, Local, BM, 10.00% -Candidate Outreach Baker Tilly US, LLP – Non-local; Workforce – 1.25% Local			



M/WBE Agenda Item Matrix
May 22, 2024 City Council Agenda

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **HUD Grant Allocations for FY 2024-25 Consolidated Plan Budget**

On May 8, 2024, City Council authorized preliminary adoption of the FY 2024-25 HUD Consolidated Plan Budget. For budget development purposes, the proposed budget assumed level funding for all four grants, pending notification from HUD of the City's actual formula grant allocations. To meet statutory deadline requirements, development of the budget had to begin using preliminary estimates of level funding and could not wait for notification of actual grant amounts.

HUD has now published the actual formula grant allocations, and the City Manager has proposed increases and decreases as necessary to balance the budget with available resources, including capped categories. The HUD actual formula grant allocations are as follows:

Grant	Preliminary Estimate (5/8/2024)	Actual Amount (5/17/2024)	Change
Community Development Block Grant (CDBG)	\$13,809,603	\$13,023,068	(\$786,535)
HOME Investment Partnerships Program (HOME)	\$6,433,179	\$5,078,453	(\$1,354,726)
Emergency Solutions Grant (ESG)	\$1,241,010	\$1,213,719	(\$27,291)
Housing Opportunities for Persons with AIDS (HOPWA)	\$9,604,613	\$9,864,583	\$259,970
Estimated Program Income and FY 2023-24 CDBG Reprogrammed Funds	\$1,769,286	\$1,769,286	\$0
Total	\$32,857,691	\$30,949,109	(\$1,908,582)

The Attachment included with this memo shows the following information for each grant (by funded project) in the proposed FY 2024-25 HUD Consolidated Plan Budget:

- FY 2023-24 Amended Budget
- FY 2024-25 Preliminary Adoption Budget (as of 5/8/2024)
- Change between Preliminary Adoption and Proposed Final Adoption
- FY 2024-25 Proposed Final Adoption Budget (as of 5/17/2024)

DATE May 17, 2024
SUBJECT **HUD Grant Allocations for FY 2024-25 Consolidated Plan Budget**

Below is a summary of the proposed changes shown in the Attachment.

- **CDBG:** The CDBG appropriation decreased at the federal level, resulting in a decrease in the City's CDBG allocation by \$786,535. This decrease was applied to the new Drivers of Poverty Program (Line CD03) (due to the 15% cap on the public services category) and Planning and Program Oversight activities (Lines CD11-CD14) (due to the 20% cap on program planning and oversight). The remainder of the decrease was applied to Public Facilities and Improvements (Line CD09).
- **HOME:** The HOME appropriation decreased at the federal level, resulting in a decrease in the City's HOME grant by \$1,354,726. This decrease was applied to CHDO Development Loan Program (Line HM01) (to comply with 15% minimum requirement) and HOME Program Administration (Line HM03) due to 10% cap on this activity. The remainder of the decrease was applied to Housing Development Loan Program (Line HM05).
- **ESG:** The ESG appropriation decreased at the federal level, resulting in a slight decrease in the City's ESG grant by \$27,291. This decrease was applied to the Emergency Shelter program (Line ES01) to comply with 60% limit on combined Emergency Shelter and Street Outreach costs. The remainder of the decrease was applied to the rapid re-housing activity (Line ES04). Please note, there are other resources dedicated to rapid re-housing in the community for the upcoming year.
- **HOPWA:** The HOPWA appropriation increased at the federal level, resulting in an increase in the City's HOPWA grant of \$259,970. This increase was used to enhance Emergency/Rental Assistance activity (Line HW01), with associated increases in City Administration (Lines HW05 and HW06) to support the service enhancement.

On May 22, 2024, a public hearing will be held before City Council to receive resident comments on the FY 2024-25 HUD Consolidated Plan Budget. Final adoption is scheduled for June 12, 2024.

A copy of this memorandum is also being distributed to the Community Development Commission (CDC). The next meeting of the CDC is scheduled for June 6, 2024, unless a special called meeting occurs prior to that date.

DATE May 17, 2024
SUBJECT **HUD Grant Allocations for FY 2024-25 Consolidated Plan Budget**

Please contact me or Janette Weedon, Director of Budget and Management Services, if you need additional information.



Jack Ireland
Chief Financial Officer

[Attachment]

- c: Community Development Commission
Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
- Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
<u>SOURCE OF FUNDS</u>				
Community Development Block Grant				
Entitlement (grant)	\$13,809,603	\$13,809,603	(786,535)	\$13,023,068
Program Income - Housing Activities	200,000	200,000	0	200,000
One-Time Revenue	1,000,000	0	0	0
FY 2023-24 CDBG Reprogrammed Funds		1,069,286	0	1,069,286
	\$15,009,603	\$15,078,889	(786,535)	\$14,292,354
Home Investment Partnership				
Entitlement (grant)	\$6,433,179	\$6,433,179	(1,354,726)	\$5,078,453
Program Income - Housing Activities	500,000	500,000	0	500,000
	\$6,933,179	\$6,933,179	(1,354,726)	\$5,578,453
Emergency Solutions Grant				
Entitlement (grant)	\$1,241,010	\$1,241,010	(27,291)	\$1,213,719
Housing Opportunities for Persons with AIDS				
Entitlement (grant)	\$9,604,613	\$9,604,613	259,970	\$9,864,583
TOTAL SOURCE OF FUNDS	\$32,788,405	\$32,857,691	(1,908,582)	\$30,949,109

USE OF FUNDS

Community Development Block Grant				
Public Services (15% of CDBG maximum amount allowed)	\$2,124,846	\$2,124,846	(117,980)	\$2,006,866
Housing Activities	7,319,689	7,341,112	0	7,341,112
Public Improvements	2,803,147	2,851,010	(511,248)	2,339,762
Fair Housing and Program Oversight (20% of CDBG max amount allowed)	2,761,921	2,761,921	(157,307)	2,604,614
	\$15,009,603	\$15,078,889	(786,535)	\$14,292,354

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
HOME Investment Partnerships Program HOME Programs	6,933,179	6,933,179	(1,354,726)	5,578,453
Emergency Solutions Grant ESG Programs	1,241,010	1,241,010	(27,291)	1,213,719
Housing Opportunities for Persons with AIDS HOPWA Programs	9,604,613	9,604,613	259,970	9,864,583
TOTAL USE OF FUNDS	32,788,405	32,857,691	(1,908,582)	30,949,109
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)				
CDBG - Public Services				
CD01 Out-of-School Time Program - Provide after school and summer programs for low/mod income youth ages 5-12 Monday - Friday through structured recreational, cultural, social and life skills activities. 16 CDBG funded sites. FY 2024-25: estimated 1,750 children to be served. (PKR)	738,301	738,301	0	738,301
CD02 Early Childhood and Out of School Time Services Program - The program enables low/moderate-income parents to work and adolescent parents to attend school by providing child care referral, support and services. Contracts with providers ensures access to quality child care services. Support levels based on cost and need, for infant or toddler care, underserved communities, quality programs, and parent workshops. Funds will also pay for intake, assessments and provide direct client services. FY 2024-25: estimated 190 children to be served. (OCC)	650,000	650,000	0	650,000
Youth Programs Sub-Total	1,388,301	1,388,301	0	1,388,301

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
CD03 Drivers of Poverty Program - The program will address the drivers of poverty, with focus on reducing and/or eliminating barriers to work and childcare and closing disparity gaps for residents with greatest need. FY 2024-25: Estimated households to be served - TBD (OCC)	0	736,545	(117,980)	618,565
CD04 Community Court Program - The Community Court, a unique program, provides restoration to the community where the crime is committed, seeks to rehabilitate individuals, deters further criminal action, and encourage defendants to become productive members of the community. FY 2024-25: estimated 475 clients to be served.	736,545	0	0	0
• South Dallas / Fair Park Community Court	215,839	0	0	0
• South Oak Cliff Community Court	181,946	0	0	0
• West Dallas Community Court	338,760	0	0	0
Other Public Services (Non-Youth) Sub-Total	736,545	0	(117,980)	117,980
Total CDBG - Public Services	2,124,846	2,124,846	(117,980)	2,006,866
CDBG - Public Services 15% Cap	2,124,846	2,124,846		2,006,866
Under/(Over) Cap	0	0		0
CDBG - Public Services Cap Percentage	15.0%	15.0%		15.00%
<u>CDBG - Housing Activities</u>				
CD05 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and assistance with closing costs. Eligible homebuyers must get a principal mortgage through participating lenders and complete a homebuyer counseling course by a HUD approved trainer. FY 2024-25: estimated 20 loans to be administered.	400,000	400,000	0	400,000
Homeownership Opportunities Sub-Total	400,000	400,000	0	400,000

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
CD06 Home Improvement and Preservation Program (HIPP) - Provide an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units and landlord/rental multi-family units, with the purpose of making needed improvements and preserving affordable housing. FY 2024-25: estimated 128 households to be served.	3,094,038	3,094,038	0	3,094,038
CD07 Support for Home Improvement and Preservation Program (HIPP) - Provide direct service, delivery staff, to implement the Home Improvement Preservation Program.	1,187,427	1,208,850	0	1,208,850
CD08 Residential Development Acquisition Loan Program - Provide loans and grants to affordable housing developers for acquisition, relocation, and demolition to support affordable housing development for low income households at 80% or below AMFI. 40 Housing Units	2,638,224	2,638,224	0	2,638,224
Homeowner Repair Sub-Total	6,919,689	6,941,112	0	6,941,112
Total CDBG - Housing Activities	7,319,689	7,341,112	0	7,341,112
<u>CDBG - Public Improvements</u>				
CD09 Public Facilities and Improvements - Provide improvements to public facilities and infrastructure within eligible areas.	2,803,147	2,851,010	(511,248)	2,339,762
Public Improvement Sub-Total	2,803,147	2,851,010	(511,248)	2,339,762
Total CDBG - Public Improvement	2,803,147	2,851,010	(511,248)	2,339,762
<u>CDBG - Fair Housing and Planning & Program Oversight</u>				
CD10 Fair Housing Division - Provide housing discrimination investigations, fair housing education and outreach, and citizen referrals.	530,112	530,112	0	530,112

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
CD11 Citizen Participation/CDC Support/HUD Oversight - Budget & Management Services/Community Development Division. Provide coordination of ConPlan budget development, citizen participation, and reporting to HUD as primary City liaison.	838,787	838,787	(26,307)	812,480
CD12 HUD Environmental Review and Compliance - Budget & Management Services. Provides compliance and lead for City's "responsible entity" designation with HUD, Part 58 environmental review requirements for all HUD funded projects, including Continuum of Care, Dallas Housing Authority, and nonprofits within the city limits of Dallas.	411,204	411,204	(10,000)	401,204
CD13 Community Care Management Support - Provide salaries and operational support to manage and administer CDBG-funded public service programs in the Office of Community Care.	178,890	178,890	(25,690)	153,200
CD14 Housing Management Support - Provide operational support for the management and administration for serving housing related CDBG programs.	802,928	802,928	(95,310)	707,618
Total CDBG - Fair Housing and Planning & Program Oversight	2,761,921	2,761,921	(157,307)	2,604,614
CDBG - FH/PLN/Program Oversight 20% Cap	2,761,921	2,761,921		2,604,614
Under/(Over) Cap	(0)	(0)		(0)
CDBG - FH/PLN/Program Oversight Cap Percentage	20%	20%		20%
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT	15,009,603	15,078,889	(786,535)	14,292,354
<u>HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)</u>				
HM01 CHDO Development Loan Program - Provide loans to City-certified Community Housing Development Organizations (CHDOs) to develop affordable housing for low to moderate income households earning up to 80% Area Median Family Income. (15% minimum)	1,216,076	966,076	(201,076)	765,000

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
HM02 HOME Project Cost - Provides development assistance to for-profit and non-profit developers and down payment and closing cost assistance to homebuyers. These funds pay for staff costs associated with both development and homebuyer assistance programs.	450,000	450,000	0	450,000
HM03 HOME Program Administration - Provide operational support for the administration and servicing of the HOME programs which are housing based. (10% maximum)	589,796	589,796	(82,796)	507,000
HM04 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and assistance with closing costs. DHAP is offered to homebuyers earning up to eighty percent (80%) of Area Median Family Income. Eligible homebuyers must get a principal mortgage through participating lenders and complete a homebuyer counseling course by a HUD approved trainer. FY 2024-25: estimated 20 households to be served.	400,000	400,000	0	400,000
HM05 Housing Development Loan Program - Provide profit and nonprofit organizations with loans for the development of single family housing (1-4 units) and multifamily housing (5 or more units); FY 2024-25 estimated 77 homes funded.	4,277,307	4,527,307	(1,070,854)	3,456,453
Home Ownership Opportunities Sub-Total	6,933,179	6,933,179	(1,354,726)	5,578,453
TOTAL HOME INVESTMENT PARTNERSHIP PROGRAM	6,933,179	6,933,179	(1,354,726)	5,578,453

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
<u>EMERGENCY SOLUTIONS GRANT (ESG)</u>				
ES01 Emergency Shelter - Provides (i) payment of operational costs for shelters or transitional housing facilities for homeless persons, and (ii) essential services to homeless persons residing in shelters or transitional housing facilities. Emergency Shelter and Street Outreach costs combined are limited to 60.0% of the grant. FY 2024-25 estimated 3,500 persons to be served (OHS)	568,435	568,435	(5,117)	563,318
ES02 Street Outreach - Provide direct services designed to meet the immediate needs of unsheltered homeless persons by connecting them with emergency shelter, housing, and/or critical health services. Emergency Shelter and Street Outreach costs combined are limited to 60.0% of the grant. FY 2024-25 estimated 340 persons to be served (OHS)	153,673	164,913	0	164,913
Essential Services/Operations Sub-Total	722,108	733,348	(5,117)	728,231
ES03 Homeless Prevention - Provide financial assistance and housing relocation/stabilization services to persons at-risk of homelessness and meet income limit below 30% of the area median income, including short-term (3 months) and medium-term (4 - 24 months) rental assistance; payment of rental arrears up to 6 months; and utility payments. FY 2024-25 estimated 102 persons to be served. (OCC)	246,086	246,086	0	246,086
Homeless Prevention Sub-Total	246,086	246,086	0	246,086

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
ES04 Rapid Re-Housing - Provide the rapid re-housing assistance to persons who are homeless, to include: (i) housing relocation and stabilization services (HRSS) service costs (ii) HRSS financial assistance and (iii) rental assistance (including short-term (3 months) and medium-term (4-24 months) rental assistance and one-time payment of up to 6 months of rental arrears, and utility payments. FY 2024-25 estimated 11 persons to be served (OHS)	180,813	169,573	(21,200)	148,373
Rapid Re-Housing Sub-Total	180,813	169,573	(21,200)	148,373
ES05 ESG Administration - Provide monitoring, reporting, and evaluation of contracts and related activities. Administrative costs are limited to 7.5% of the grant. (OHS)	69,003	69,003	(974)	68,029
ES06 ESG Administration - Provide monitoring, reporting, evaluation and environmental review for program activities. Administrative costs are limited to 7.5% of the grant. (BMS)	23,000	23,000	0	23,000
Program Administration Sub-Total	92,003	92,003	(974)	91,029
TOTAL EMERGENCY SOLUTIONS GRANT	1,241,010	1,241,010	(27,291)	1,213,719
<u>HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)</u>				
HW01 Emergency/Housing Placement/ Tenant Based Rental Assistance - Provide financial assistance and staff costs for emergency short-term rent/mortgage/utility assistance, long-term tenant-based rental assistance, and permanent housing placement, as well as supportive services, to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2024-25 estimated 693 households to be served. (OCC)	5,918,510	5,918,510	252,171	6,170,681

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
HW02 Facility Based Housing - Provide housing operation costs, including lease, maintenance, utilities, insurance and furnishings) and supportive services, as well as rehabilitation/repair/acquisition, at facilities and master leasing and emergency vouchers that provide assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2024-25 estimated 270 households to be served. (OCC)	2,682,450	2,682,450	0	2,682,450
HW03 Housing Placement & Other Support Services - Provide supportive services to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area, including hospice and respite care for affected children. FY 2024-25 estimated 19 households to be served. (OCC)	163,395	163,395	0	163,395
HW04 Housing Information Services/ Resource Identification - Provide housing information services and resource identification, including a housing resource center with direct one-on-one housing referral assistance and online searchable housing database and web resources, for persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2024-25 estimated 175 households to be served. (OCC)	160,500	160,500	0	160,500
Housing and Services Sub-Total	8,924,855	8,924,855	252,171	9,177,026
HW05 Program Administration/ City of Dallas - Provide administrative oversight, evaluation, technical assistance, and HMIS client-level data collection for grant funds and program activities. Administrative costs are limited to 3.0% of the grant. (OCC)	152,640	152,640	4,134	156,774
HW06 Program Administration/ City of Dallas - Provide administrative oversight, evaluation, technical assistance and environmental review for grant funds and program activities. Administrative costs are limited to 3.0% of the grant.(BMS)	135,498	135,498	3,665	139,163

**FY 2024-25 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT

A	B	C	E	F
Project Name	FY 2023-24 Amended Budget	FY 2024-25 HUD Consolidated Plan Budget Prel. Adoption 5/8/24	HUD Final Allocation Variance +/-	FY 2024-25 Revised Proposed Budget
HW07 Program Administration/Project Sponsors - Provide administrative oversight, evaluation, and technical assistance for grant funds and program activities.	391,620	391,620	0	391,620
Program Administration Sub-Total	679,758	679,758	7,799	687,557
TOTAL HOUSING OPPORTUNITIES FOR PERSONS W/ AIDS	9,604,613	9,604,613	259,970	9,864,583
GRAND TOTAL CONSOLIDATED PLAN BUDGET	32,788,405	32,857,691	(1,908,582)	30,949,109

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Items (TEFRA Hearing Approval) – The Mondello, HiLine Illinois, Tenison Lofts, Waterford at Goldmark, West Virginia Apartments**

Due to the change in the Housing and Homelessness Committee meeting from May 20, 2024 to May 24, 2024, this memorandum is to provide information regarding several Dallas City Council upcoming agenda items on May 22, 2024. To fulfill one of the primary purposes of the Dallas Housing Finance Corporation (DHFC), it is the responsibility of the DHFC to authorize and issue bonds for the financing of Low Income Housing Tax Credits (LIHTC) projects. One of the standard approvals is the Tax Equity and Fiscal Responsibility Act (TEFRA) resolution approval that is required by Dallas City Council for all projects that apply for 4% tax credits through the DHFC. The TEFRA approval requires no financial or final commitment from the city. It is solely a statutory requirement from the state rules regarding issuance of tax-exempt bonds. If a project would like to continue forward with its state application for bonds and tax credits, then a resolution from the local jurisdiction is required to recognize that a public hearing has been held and there has been no objection raised at that hearing. It is to be noted that all of the projects listed have previously received a Resolution Of No Objection (RONO) from the Dallas City Council, and the TEFRA hearings have been published and held with no comment from the public.

The Dallas City Council agenda items are to authorize issuance of multifamily residential mortgage revenue bonds by the City of Dallas Housing Finance Corporation for construction or renovation of affordable multifamily complexes. There is no cost consideration to the City for these agenda items.

Below is a table summarizing the five (5) projects that are currently requesting a TEFRA resolution as well as key dates in their application process:

Property	District	Address	Units	Bond Amount	DHFC Inducement Date	RONO Approval Date	Bond Reservation Date	TEFRA Hearing Date
The Mondello	7	2000 Highland Rd	150	\$22,500,000.00	10/13/2022	1/11/2023	1/22/2024	4/18/2024
HiLine Illinois	1	4701 W Illinois Ave	200	\$35,000,000.00	9/12/2023	2/14/2024	8/1/2024	4/18/2024
Tenison Lofts	2	3600 Samuel Grand	164	\$30,000,000.00	9/12/2023	2/14/2024	8/1/2024	4/18/2024
West Virginia Apartments	8	8004 West Virginia Dr	204	\$32,000,000.00	10/10/2023	2/14/2024	2/7/2024	4/18/2024
Waterford at Goldmark	11	13695 Goldmark Dr	220	\$31,000,000.00	10/10/2023	2/14/2024	8/1/2024	4/18/2024

The TEFRA hearing notice was published in the *Dallas Morning News* on April 10, 2024. On April 18, 2024, the public hearing was held with no outside participants in attendance, and thus, no comments made. Under applicable federal income tax law, the TEFRA

DATE May 17, 2024
SUBJECT **Upcoming Agenda Items (TEFRA Hearing Approval) – The Mondello, HiLine Illinois, Tenison Lofts, Waterford at Goldmark, West Virginia Apartments**
PAGE **2 of 2**

approval may only be valid for a one-year term. It is anticipated that the tax-exempt bonds to fund a portion of the costs for the Development will close within the next 12 months.

The Texas Housing Finance Corporations Act, Chapter 394 of the Texas Local Government Code requires that the City of Dallas approve the issuance of bonds by the DHFC and their use to finance the construction and development of affordable housing.

For additional information please contact me or Cynthia Rogers-Ellickson at Cynthia.Rogersellic@dallas.gov or by phone at (214) 670-3601.



Robin Bentley
Assistant City Manager (I)

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Third-Party Support and Next Steps: 7800 N. Stemmons Freeway**

As outlined in the Interim City Manager's 100 Day Transition Playbook, City staff has enlisted third-party expertise to develop a go-forward strategy for the City-owned property at 7800 N. Stemmons Freeway.

The Office of Economic Development (OED) will engage the City of Dallas Economic Development Corporation (EDC) through an addendum (Addendum #1) to the Interlocal Agreement (ILA) between the City and the EDC. Addendum #1 will be executed by the City Manager via Administrative Action upon approval of Addendum #1 by the EDC Board of Directors next week.

Last week, the EDC announced the hiring of its Chief Executive Officer, Linda McMahon, an executive with expertise in commercial real estate development. Given the scope of the ILA and Ms. McMahon's relevant knowledge and expertise, the EDC is a natural partner to take on this important work.

Upon execution of Addendum #1 the EDC will perform all of the following services on a timeline that will permit the EDC to submit the Deliverable defined below by the deadline outlined below:

1. Fact Gathering:

- EDC will identify and interview City staff involved in the purchase, renovation, move to, and move out of the facility at 7800 N. Stemmons (the "Property") as deemed necessary by the EDC to gather facts and information.
- EDC will review, catalogue, and analyze all reports and evaluations completed by City staff or vendors for the City of Dallas.
 - City will provide EDC with copies of all reports and evaluations procured by the City or completed by City staff. City will also provide a complete accounting of all expenditures to date as well as a proposed use plan for the City facilities in the Property. City will provide the EDC access to the Property upon execution of Addendum #1.
- To the extent not adequately addressed by the City-procured and City-produced reports and evaluations, EDC will engage a qualified expert(s) to inspect the Property in order to assess the condition of the exterior, the parking lot, the lobby, each floor, the restrooms, the parking garage, common areas, all other spaces including non-leasable space, life safety systems including the

- fire alarm system and sprinkler systems, mechanical, plumbing, roof, HVAC chillers, IT systems, electrical, etc. From this inspection (including review of City-procured and City-produced reports and evaluations where adequate), EDC will create a punch list of recommended maintenance and repairs needed to complete renovation of the building and move City staff into the Property. EDC will also ensure that the existing non-City tenant is properly noticed prior to any inspection.
- City and EDC agree that, while this analysis is ongoing, City staff will continue to work through the punch list identified by the City's Bond and Construction Office. The EDC will meet weekly with the City to discuss the status of the work led by City staff. City and EDC will collaborate to ensure that the City's punch list work is completed in furtherance of the Deliverable. If conflicts arise, interim Assistant City Manager Robin Bentley will determine next steps.
 - If feasible within the budget of this engagement, EDC will look at the City's proposed/actual design, layout and workspaces for each floor and determine if they are appropriate for the City functions assigned to the spaces.
 - Any other work that the EDC deems necessary to complete the Deliverable on time.
2. Investigation and Evaluation: Based on the EDCs evaluation during the Fact Gathering stage, EDC will engage qualified and appropriately licensed vendors as necessary to complete any missing analysis, evaluation, testing, inspection, or other analysis of the Property necessary to determine the next steps, timeline, and budget for the Deliverable. EDC will ensure that the existing non-City tenant is properly noticed prior to any inspection.
 3. Recommendations: Based on the Fact Gathering, Investigation, and Evaluation, EDC will develop recommendations on how the City should proceed in order to achieve the following goals: (1) complete renovation of the Property, (2) secure all necessary permits, certificates of occupancy, and other regulatory approvals necessary for occupancy of the Property, (3) ensure the safety and health of City employees and other tenants of the Property, and (4) move City employees into the Property by a date certain.
 4. Deliverable: On or before July 31, 2024, the EDC will prepare a report and deliver it to the interim City Manager. The report will include the following:
 - a. A complete assessment of the condition of the Property including major systems (information technology, HVAC, elevator, roof, electrical, plumbing, mechanical, parking garage, exterior lighting, security system, etc.), environmental concerns, and a floor-by-floor assessment of work completed and still-to-be-completed to ensure regulatory compliance for occupancy and move in of City staff to each unleased floor by a date certain.

- b. An estimated budget and timeline to complete all of the issues identified in item 4(a) above.
- c. A set of recommendations framed as a “go forward plan” to complete the Property renovation and move staff in by a date certain identified in the timeline.
- d. After review and approval of the report by the interim City Manager, the EDC will be available to present the report to the full City Council at a briefing meeting in August 2024.

In consideration of the services to be performed by the EDC under the terms of Addendum #1, OED shall pay a fee not to exceed \$100,000. If the actual costs to perform the services required by Addendum #1 exceed \$100,000, the EDC will pay for such costs from the balance of the seed funding provided to the EDC by the City upon the EDC’s formation.

For additional information please contact me at robin.bentley@dallas.gov or by phone at (214) 671-9942.



Robin Bentley
Assistant City Manager (I)

- c:
- | | |
|--|--|
| Kimberly Bizzor Tolbert, City Manager (I) | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Tammy Palomino, City Attorney | Dr. Robert Perez, Assistant City Manager |
| Mark Swann, City Auditor | Donzell Gipson, Assistant City Manager (I) |
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| Majed A. Al-Ghafry, Assistant City Manager | Directors and Assistant Directors |

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Follow Up to the Ad Hoc Committee on Investigating and Ethics regarding the Stemmons Facility**

Background

The Ad Hoc Committee on General Investigating and Ethics (Committee) met on May 2, 2024, to learn more about the purchase and renovation of the 7800 N. Stemmons Building, an 11-story office tower (Stemmons Building) which is intended to serve as a “One-Stop” permitting office and to house Development Services and other supporting City departments. This memorandum is intended as a follow-up to address the additional information requested by Committee Members during the meeting.

Overview

The City Council approved the purchase of the Stemmons Building on August 10, 2022, and the City took possession on September 23, 2022. After several different inspections (more detailed description below), including assessment by a third-party consultant, the Office of Bond and Construction Management (BCM) began the renovations of floors 1, 2, 5, 8 and 9. As renovation continued, the scope of work expanded when existing tenants vacated their suites in the building, when their leases expired.

Development Services (DEV) staff began to transition to floor 5 of the Stemmons Building and a Temporary Certification of Occupancy (TCO) was issued on December 19, 2023. In February and April of 2024, Fire Inspections were conducted and as an outcome of the April 3, 2024 inspections, a fire system issue was identified as a safety concern. With the approval of Dallas Fire-Rescue (DFR) and in accordance with the City of Dallas standard practice, a Fire Watch was immediately established on April 3, 2024, as a remediation of the identified safety concern.

On April 9, 2024, DEV teams were directed to transition back to Oak Cliff Municipal Center (OCMC) until final improvements at the Stemmons Building were completed. At the request of the Chair, the Committee was briefed on the matter on May 2, 2024.

Expenditures To-Date for the Stemmons Facility

For a summary of expenses to date and future anticipated expenses to address the remaining needs at the Stemmons Building, please see the “Stemmons Budget Summary” attachment included in this memorandum.

At the Committee meeting, there was a specific question regarding DEV’s enterprise fund expenditures to-date relating to this facility. Table 1 below summarizes the expenditures for major tasks that have been completed and paid.

DATE May 17, 2024

SUBJECT Follow Up to the Ad Hoc Committee on Investigating and Ethics regarding the Stemmons Facility

PAGE 2 of 8

Table 1: Development Services Expenditures To-Date for Stemmons Building

Task	Cost
Acquisition	\$14,089,558
Information Technology	\$2,391,567
Renovation	\$1,548,908
Electrical	\$1,315,039
Furniture	\$1,281,025
Demolition	\$831,068
Build Out	\$499,765
Mechanical	\$498,288
Overhead	\$206,377
Environmental	\$115,305
Moving	\$47,127
Fire System	\$32,543
Total	\$22,856,570

In addition, staff clarified that recent DEV enterprise fund expenditures were for technology upgrades unrelated to the Stemmons Building. Those expenditures are summarized in Table 2.

Table 2: Development Services Expenditures Related to Technology

Technology Upgrades	Cost
Garter (Consultant/Program Assurance)	\$2,423,000
Accela (Legacy System Replacement)	\$9,700,508
Computronix (POSSE)	\$1,020,000
Total	\$13,143,508

Together, \$36,000,078 has been expended out of the DEV enterprise fund on both the Stemmons Building and department technology upgrades, not associated with the Stemmons Building. The Enterprise Fund Balance as of March 2024 was \$14,358,499.

Table 3, included as an attachment to this memorandum, itemizes existing and future expenses specific to the Stemmons Building across all funding sources, which total \$34,603,753. Please refer to a summary below of the major funding sources from Table 3 below:

Funding Source	Fund Total
Development Services Enterprise Fund	\$22,856,570
ARPA	\$6,468,731
General Fund	\$1,287,538
2017 Bond Funds	\$1,975,914
Additional Funding needed	\$2,015,000
Total Funding	\$34,603,753

Original Scope of Work

In December 2022, BCM submitted permit applications for the renovation of empty floors 1, 2, 5, 8 and 9. Floors 1 and 2 were designated for the DEV team to become the new City of Dallas Permit Center. Renovations consisted of electrical and IT infrastructure upgrades on those floors as well as interior renovations to create an open working environment for the DEV team. The original Scope of Work did not include upgrades to overall building components such fire or mechanical systems. Upon the completion of the renovations by the BCM, and in accordance with standard procedures, the Stemmons Building would have been transferred to Building Services Department for future maintenance oversight and more long-term maintenance activities.

Temporary Certificate of Occupancy (TCO) and Certificate of Occupancy (CO)

At the May 2, 2024, Committee meeting, several questions were raised relating to the TCO and CO. DEV has provided the following information in response to questions.

1. Please describe the standard process of the application and approval process of a TCO.

A TCO may be issued by the City’s Building Official for the temporary use or occupancy of a portion of a structure. The Building Official shall set a time period during which the TCO is valid. When the TCO expires, the holder must obtain a CO authorizing the use or occupancy or cease the use or occupancy. The Building Official may grant one or more extensions of the TCO for periods not to exceed 30 days. If a request for extension is made by the applicant or the applicant’s agent, the request must be in writing and made within the time period sought to be extended. TCO’s must be applied for on a provided application and filed in the District Office responsible for the location.

A TCO application should be in conjunction with an issued Building Permit and an application for a full CO. A TCO allows occupancy of a structure or suite while certain non-life safety issues, such as final plat, paving and drainage, landscape, or even final trade permits are not fully completed but have satisfied life safety requirements. A TCO may be approved by the Dallas Fire-Rescue (DFR) Fire Inspector even without fire alarm or fire sprinkler certification, if the Fire Inspector determines no life safety issues exist.

The TCO application includes the following statement: If “Fire Inspections” are part of the project, the Fire Inspector will need to approve life safety before a TCO can be issued. The application also states: All Life Safety shall be approved before TCO Issuance. Subject to Field Inspectors and DFR approval.

Once an application has been completed and accepted, it must be approved by the following trade inspectors: Building, Plumbing / Mechanical, Electrical, and if the permit contains fire sprinkler or fire alarm, the Fire Inspector from DFR. (DFR approval is indicated on the building permit as a red tag, that includes the wording of “OK for TCO”). It is the responsibility of the Building Inspector to confirm that the DFR inspector has approved the TCO, when applicable, before providing final approval of the TCO.

2. Please describe the standard process of the application and approval process of a CO.

No structure or land shall be used or occupied, no change in the existing occupancy classification, zoning use, or the tenant or occupant of a structure or portion of a structure shall be made, and no floor area increases or decreases of any existing tenancy area of a structure shall be used or occupied, until the Building Official has issued a CO.

Application for a CO must be made at the main Office of Building Inspection and is usually made at the same time as application for a building permit. This may or may not require further review depending on the use of the building.

Approval of a CO is only made after all open permits at the location have been completed, and includes approval by Building, Plumbing / Mechanical, and Electrical Inspectors. Any required Fire Inspections would have been completed on the permits issued prior to CO inspection.

3. Please describe the difference between a TCO and a CO and the different standards of compliance that must be met to obtain each respectively. Please include the standards of fire system compliance required to receive a TCO and a CO.

A full CO is required for all commercial buildings in the City of Dallas for the following reasons: use of land or a building, a change of use of land or a building, a change of tenant on an existing CO, or any change of floor area of an existing use. A person shall not use or change the use of a building, a portion of a building, or land without obtaining a CO from the Building Official.

Full CO’s require any and all issued permits for the associated address or suite be completed prior to issue. Full CO’s do not have an expiration date, and continue in effect until a change is made, as stated above, to the location that would trigger a new CO application.

TCO's are a carefully curated allowance to occupy a specified portion of a structure or suite for a metered amount of time while certain non-life safety issues are completed on the issued permits.

4. Should there be a modification to current required standards for fire system testing and compliance in order to obtain a TCO or a CO?

If any permits are issued for the installation, alteration, or repair of fire systems at a location, life safety system approval must be obtained by either completion of the permit or approval by the Fire Inspector, prior to any issuance of TCO. All fire system permits must be completed prior to issuance of a full CO. These standards if applied as stated and followed, no further standards would need to be added or modified.

Fire System Questions

DFR and other departments have provided the following information in response to questions received at the Committee meeting regarding the fire system in the Stemmons Building.

Please note that as it related to the inspections of the fire safety systems and the issuance of a TCO, a fire inspection is required for a TCO or CO for work that impacts the fire safety systems. In December 2023, there had been no permits for, or work done on, the fire safety systems to warrant a fire inspection as part of the TCO permit. The permits for the Stemmons Facility did not include work on the fire sprinklers or fire alarm.

What are the costs and training for the current third-party company conducting Fire Watch?

The Fire Watch is being conducted by Communication Concepts Inc. who is already providing security to the Stemmons Building and there are no additional costs associated with the Fire Watch. DFR requires that Fire Watch personnel meet the criteria identified in the Dallas Fire Code for conducting a Fire Watch. DFR confirmed that the Fire Watch personnel met these requirements and that the Fire Watch is being conducted in an approved manner.

What were the dates of the Fire Alarm System inspections at the Stemmons Building? Was an annual fire system inspection conducted in 2023?

Fire protection systems are not required to be licensed by DFR. These systems are required to be annually inspected by state licensed fire protection companies, not fire departments. An annual fire system inspection was not conducted in 2023.

On May 3, 2022, DFR conducted an inspection of all primary life safety systems. DFR provided notice to previous owner's building management to have the fire alarm system, fire sprinkler system and fire pump serviced for maintenance issues per reports from the fire protection company.

On April 26, 2023, DFR conducted an inspection specific to the fire alarm system. DFR provided notice to BCM to have the fire alarm system serviced due to a lack of a secondary phone line for monitoring the fire alarm system per a report from the fire alarm company. BCM utilized a City vendor to remediate this by installing a secondary phone line in July 2023.

On February 7, 2024, the DFR inspection identified 35 non-compliance items ranging from the striping in the parking lot, to expired fire extinguishers, to locking fire department connection caps. DFR also provided notice to BCM that the fire alarm system, fire sprinkler system and fire pump needed to be serviced due to maintenance issues and there was a need for updated annual inspections by a fire protection company. The 2024 annual inspection has been delayed until the fire alarm system can be replaced, which is currently in progress. BCM continues to work with staff from multiple departments to remediate the non-compliance items noted in the inspection.

On April 3, 2024, there was a DFR re-inspection prompted by the February 7, 2024, report as well as the receipt of a complaint. The complaint was related to fire panel issues and was submitted to the Inspector General (IG). The IG asked DFR to follow up with an inspection. Additional non-compliance items were identified, including elevator inspection documentation, luminous egress paths and the fire alarm not being heard on floors 3-11, which required a Fire Watch, which was initiated the same day.

On April 11, 2024, Initial Fire Watch Monitoring inspection stated the Fire Watch was being performed in an approved manner.

Why did DFR require a Fire Watch in the Stemmons Building?

Upon reinspection on April 3, 2024, DFR was provided information from BCM that the initial testing from the fire alarm company indicated issues with notification in the building; the fire alarm could not be heard on floors 3 – 11. At this time, the fire alarm was immediately tested by DFR. Areas of inoperability were noted on the same day, requiring a Fire Watch to maintain emergency notification throughout.

Did the Stemmons Building meet DFR fire safety requirements for occupancy after a Fire Watch was established?

With a Fire Watch in place, safety for the building met requirements for occupancy, as is the practice throughout the City of Dallas.

Tenant and Leasing Information

There were 31 tenants at the time the City took possession of the Stemmons Building. There currently remains one tenant on floor 7, whose lease expires in November 2026. With the exception of the tenant on floor 7, all the leases inherited by the City contained language which provided for the automatic termination of the lease if the building was acquired for a public purpose. It was presumed that the rental income would offset the operations and maintenance costs of the facility only in the short term. When the City took

possession of the building, tenants were offered a month-to-month lease to allow them time to relocate. Approximately 40% of the tenants terminated their tenancy by mutual agreement and chose to vacate the Stemmons Building almost immediately. The remaining 60% of the tenants vacated within the first eight months of the City taking possession.

Staff Emails Regarding Working Conditions at Stemmons

The Committee also requested that emails received by City staff regarding the working conditions at the Stemmons Building be made available for review by the Committee. Emails have been collected by the Department of Information and Technology Services (ITS). ITS filtered DEV staff emails for the terms “7800” AND “Stemmons” that were sent to the assistant director position or higher within the timeframe of December 18, 2023 – April 9, 2024. The filter identified 5,600 emails. That list was further filtered for emails containing the words “Fire” OR “Plumbing” OR “Safety”. The additional filter reduced the number of emails to 2,268. Staff is now working to further review and identify the emails specific to safety concerns at the facility. It is expected that the review will be complete, and the requested email will be available for the Committee on Friday, May 24, 2024.

Next Steps

Along with the internal review of work done as part of the purchase and renovation of the Stemmons Building, a third-party vendor is being procured to finish out the building and report on lessons learned on the overall Stemmons Building activities. The plan will be forthcoming in a separate memorandum next week.

Should you have additional questions please contact Jenny Nicewander, Director of the Office of Bond and Construction Management at Jennifer.nicewander@dallas.gov.



Majed Al-Ghafry
Assistant City Manager

Attachments

- Stemmons Budget Summary, Table 3
- Timeframe of Events

c: Kimberly Bizzor Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
Invoice # 90919419 - Furniture for 5th floor			\$6,591.38			\$6,591.38	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 90919225 - Furniture for 5th floor			\$120,482.25			\$120,482.25	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 90919467 - Furniture for 5th floor			\$339,752.17			\$339,752.17	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 90918801 - Furniture for 5th floor			\$23,569.88			\$23,569.88	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 90919418 - Furniture for 5th floor			\$3,921.75			\$3,921.75	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 90918802 - Furniture for 5th floor			\$10,395.00			\$10,395.00	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 91027277 - 5th Floor Expansion / Reconfiguration			\$5,502.70			\$5,502.70	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice #91027811 - 5th Floor Expansion / Reconfiguration			\$3,662.85			\$3,662.85	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 91030028 - 5th Floor Expansion / Reconfiguration			\$14,887.85			\$14,887.85	Furniture	5	NO	Vari Sales Corporation (VC25162)
Invoice # 91039520 - Furniture for 1st floor			\$20,720.00			\$20,720.00	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91039626 - Furniture for 1st floor			\$2,712.00			\$2,712.00	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91041724 - Furniture for 1st floor			\$81,177.50			\$81,177.50	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91041725 - Furniture for 1st floor			\$6,912.00			\$6,912.00	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91041723 - Furniture for 1st floor			\$27,798.75			\$27,798.75	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91039125 - Furniture for 1st floor			\$10,687.50			\$10,687.50	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91039124 - Furniture for 1st floor			\$13,387.50			\$13,387.50	Furniture	1	NO	Vari Sales Corporation (VC25162)
Invoice # 91059160 - Furniture for 2nd floor			\$25,875.00			\$25,875.00	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91060022 - Furniture for 2nd floor			\$13,972.50			\$13,972.50	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91040435 - Furniture for 2nd floor			\$44,741.25			\$44,741.25	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91040434 - Furniture for 2nd floor			\$38,529.00			\$38,529.00	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91040433 - Furniture for 2nd floor			\$125,544.85			\$125,544.85	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91038976 - Furniture for 2nd floor			\$38,812.50			\$38,812.50	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91038975 - Furniture for 2nd floor			\$16,584.00			\$16,584.00	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91038538 - Furniture for 2nd floor			\$30,960.00			\$30,960.00	Furniture	2	NO	Vari Sales Corporation (VC25162)
Invoice # 91076146 - Furniture for 3rd floor			\$87,570.00			\$87,570.00	Furniture	3	NO	Vari Sales Corporation (VC25162)
Invoice # 91074456 - Furniture for 3rd floor			\$12,600.00			\$12,600.00	Furniture	3	NO	Vari Sales Corporation (VC25162)
Invoice # 91074142 - Furniture for 3rd floor			\$7,128.00			\$7,128.00	Furniture	3	NO	Vari Sales Corporation (VC25162)
Invoice # 91088424 - Furniture for 4th floor			\$6,075.00			\$6,075.00	Furniture	4	NO	Vari Sales Corporation (VC25162)
Invoice # 91088137 - Furniture for 4th floor			\$101,337.45			\$101,337.45	Furniture	4	NO	Vari Sales Corporation (VC25162)
Invoice # 91086270 - Furniture for 4th floor			\$4,927.50			\$4,927.50	Furniture	4	NO	Vari Sales Corporation (VC25162)
Invoice # 91086224 - Furniture for 4th floor			\$30,471.75			\$30,471.75	Furniture	4	NO	Vari Sales Corporation (VC25162)
Invoice # 91086225 - Furniture for 4th floor			\$405.00			\$405.00	Furniture	4	NO	Vari Sales Corporation (VC25162)
Invoice # 629695 - Phase 1 - Move Furniture to Stemmons			\$5,424.02			\$5,424.02	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 628677 - Moving from 7610 Stemmons to 7800 Stemmons			\$3,136.25			\$3,136.25	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 629697 - Phase 2 - Move Furniture to Stemmons			\$6,235.50			\$6,235.50	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 630619 - Moving furniture for Stemmons, DEV, 3rd Floor			\$7,281.00			\$7,281.00	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 630513 - Furniture for Stemmons, DEV, Phase 2			\$6,534.00			\$6,534.00	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 630572 - DEV next move phase to Stemmons			\$5,584.00			\$5,584.00	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 630618 - DEV next move phase to Stemmons for 3/6/24			\$2,898.50			\$2,898.50	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Invoice # 630815 - Jefferson Move			\$5,254.50			\$5,254.50	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Pending Invoice			\$4,779.50			\$4,779.50	Moving		NO	Facilitech, Inc. / Business Interiors (339655)
Pinnacle 30508 - 7800 Stemmons Building Project - Network Cabling (remaining floors), Cabinets and APC.			\$1,266,466.13			\$1,266,466.13	Information Technology			Shelby Communications, LLC/VC25785
Invoice # 1034204-01 - 9th floor buildout				\$215,600.00		\$215,600.00	Renovation	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 1034204-02 - 9th floor buildout				\$202,350.00		\$202,350.00	Renovation	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 1034204-03 - 9th floor buildout				\$25,500.00		\$25,500.00	Renovation	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 1046457-01 - 9th Floor Electrical Buildout				\$20,000.00		\$20,000.00	Electrical	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 1046457-02 - 9th Floor Electrical Buildout				\$161,850.00		\$161,850.00	Electrical	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 1046457-03 - 9th Floor Electrical Buildout				\$57,250.00		\$57,250.00	Electrical	9		Big Sky Construction Company, Inc. (VS0000061638)
Invoice # 2302J5820002 - 3rd & 4th floor electrical renovations			\$12,000.00			\$12,000.00	Electrical	3 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2303J5820002 - 3rd & 4th floor electrical renovations			\$10,000.00			\$10,000.00	Electrical	3 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2305J5820002 - 3rd & 4th floor electrical renovations			\$113,734.00			\$113,734.00	Electrical	3 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2309J5820002 - 3rd & 4th floor electrical renovations			\$96,000.00			\$96,000.00	Electrical	3 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2311J5820002-FINAL - 3rd & 4th floor electrical renovations			\$4,020.00	\$74,734.00		\$78,754.00	Electrical	3 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2401J5820004 - Elevators 2 & 4 controls modernization				\$53,272.00		\$53,272.00	Renovation	2 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 2402J5820004 - Elevators 2 & 4 controls modernization				\$60,000.00		\$60,000.00	Renovation	2 & 4		Brown & Root Industrial Services LLC (VC15293)
Invoice # 3M - 8th and 9th floor demolition				\$5,000.00		\$5,000.00	Demolition	9		METCO ENGINEERING (VS0000025965)
Invoice # 1M - 8th and 9th floor demolition			\$108,682.43	\$291,297.57		\$399,980.00	Demolition	9		METCO ENGINEERING (VS0000025965)
Invoice # 2M - 8th and 9th floor demolition				\$94,995.00		\$94,995.00	Demolition	9		METCO ENGINEERING (VS0000025965)
Invoice # 1034221-1 - 5th Floor Buildout			\$494,999.00			\$494,999.00	Demolition	5		METCO ENGINEERING (VS0000025965)

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
Invoice # 1034221-2 Final - 5th Floor Buildout			\$5,000.00			\$5,000.00	Demolition	5		METCO ENGINEERING (VS0000025965)
Invoice # 1MO - 3rd and 4th floor partial demolition			\$50,704.00			\$50,704.00	Demolition	4		METCO ENGINEERING (VS0000025965)
Invoice # 2 MO - 3rd and 4th floor partial demolition			\$171,683.00			\$171,683.00	Demolition	4		METCO ENGINEERING (VS0000025965)
Invoice # DO1066403-1 - 3rd floor buildout			\$198,002.80			\$198,002.80	Build Out	3		METCO ENGINEERING (VS0000025965)
Invoice # DO1066403-2 - 3rd floor buildout			\$301,762.20			\$301,762.20	Build Out	3		METCO ENGINEERING (VS0000025965)
Invoice # 7800-3-E-01 - 3rd floor electrical buildout			\$149,865.00			\$149,865.00	Electrical	3		METCO ENGINEERING (VS0000025965)
Invoice # 3-1068588 - 3rd floor electrical buildout			\$37,886.95			\$37,886.95	Electrical	3		METCO ENGINEERING (VS0000025965)
Invoice # 4-1068588 - 3rd floor electrical buildout			\$34,811.05			\$34,811.05	Electrical	3		METCO ENGINEERING (VS0000025965)
Invoice # 5-1068588 - 3rd floor electrical buildout			\$109,929.56			\$109,929.56	Electrical	3		METCO ENGINEERING (VS0000025965)
Invoice # B31970C - 1 - 5th Flr Electrical Buildout			\$143,171.56			\$143,171.56	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C - 2 - 5th Flr Electrical Buildout			\$25,700.00			\$25,700.00	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C3 - 5th Flr Electrical Buildout			\$161,361.35			\$161,361.35	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C - 4 - 5th Flr Electrical Buildout			\$88,748.74			\$88,748.74	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C5 - 5th Flr Electrical Buildout			\$62,210.39			\$62,210.39	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C - 6 - 5th Flr Electrical Buildout			\$97,149.20			\$97,149.20	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B31970C-7 - 5th Flr Electrical Buildout			\$2,666.53			\$2,666.53	Electrical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32011C1 - 5th Flr IT Mechanical Buildout			\$233,796.97			\$233,796.97	Mechanical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32011C2 - 5th Flr IT Mechanical Buildout			\$202,861.78			\$202,861.78	Mechanical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32011C4 - 5th Flr IT Mechanical Buildout			\$40,972.33			\$40,972.33	Mechanical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32011C - 5 - 5th Flr IT Mechanical Buildout			\$17,499.09			\$17,499.09	Mechanical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32011C-5 - 5th Flr IT Mechanical Buildout			\$3,157.37			\$3,157.37	Mechanical	5		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32189C1 - 4th floor renovation			\$145,865.89			\$145,865.89	Renovation	4		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32189C2 - 4th floor renovation			\$214,157.23			\$214,157.23	Renovation	4		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32189C - 3 - 4th floor renovation			\$93,995.49			\$93,995.49	Renovation	4		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32189C - 4 - 4th floor renovation			\$12,500.00			\$12,500.00	Renovation	4		Nouveau Technology Services, L.P (VS0000066932)
Invoice # B32189C - 5 - 4th floor renovation			\$20,692.53			\$20,692.53	Renovation	4		Nouveau Technology Services, L.P (VS0000066932)
Invoice # 1034145-1 - 2nd floor buildout			\$133,748.37			\$133,748.37	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1034145-2 - 2nd floor buildout			\$48,635.76			\$48,635.76	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1034145-3 - 2nd floor buildout			\$58,362.93			\$58,362.93	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1034145-4 - 2nd floor buildout			\$194,326.50			\$194,326.50	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1034145-5 - 2nd floor buildout			\$38,517.24			\$38,517.24	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1034145-6 - 2nd floor buildout			\$20,402.73			\$20,402.73	Renovation	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1060655-1 - 2nd floor electrical buildout			\$38,424.14			\$38,424.14	Electrical	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1060655-2 - 2nd floor electrical buildout			\$52,310.48			\$52,310.48	Electrical	2		RS Commercial Construction, LLC (VS98430)
Invoice # 1060655-3 - 2nd floor electrical buildout			\$33,508.28			\$33,508.28	Electrical	2		RS Commercial Construction, LLC (VS98430)
Invoice # 395302-01C - 1st Floor Buildout				\$78,035.00		\$78,035.00	Renovation	1		Phillip/Gilbert May, Inc. (VS0000039750)
Invoice # 3953-02-01 - 1st Floor Buildout			\$36,000.00			\$36,000.00	Renovation	1		Phillip/Gilbert May, Inc. (VS0000039750)
Invoice # 3953-02-02R - 1st Floor Buildout			\$187,000.00			\$187,000.00	Renovation	1		Phillip/Gilbert May, Inc. (VS0000039750)
Invoice # 3953-02-03 - 1st Floor Buildout			\$58,989.40	\$17,838.60		\$76,828.00	Renovation	1		Phillip/Gilbert May, Inc. (VS0000039750)
Invoice # US024VAS035562 - Appraisal fee			\$9,500.00			\$9,500.00	Acquisition	Building - Wide		JLL Valuation & Advisory Services (VC16465)
Invoice # 22.0622 - Appraisal fee			\$19,500.00			\$19,500.00	Acquisition	Building - Wide		NSN Corp dba Nicholas Co. (332630)
Invoice # US024VAS035692 - Property Condition Assessment Report Fee			\$4,400.00			\$4,400.00	Acquisition	Building - Wide		JLL Valuation & Advisory Services (VC16465)
Invoice # TH84593 - Environmental Review			\$2,700.00			\$2,700.00	Environmental	Building - Wide		TERRACON CONSULTANTS, INC (341409)
Invoice # TH51771 - Environmental Review			\$3,415.75			\$3,415.75	Environmental	Building - Wide		TERRACON CONSULTANTS, INC (341409)
Invoice # TH50757 - Environmental Review			\$46,805.00			\$46,805.00	Environmental	Building - Wide		TERRACON CONSULTANTS, INC (341409)
Invoice # 22DEV-ACQ-7800-STEM			\$14,056,157.86			\$14,056,157.86	Acquisition	Building - Wide		7800 Ricchi, LLC, Building Purchase
Invoice # 2022006545 - Floors 1-8 Asbestos Abatement			\$93.00			\$93.00	Environmental	Building - Wide		Texas Department of State Health Services (214083)
Invoice # TH88777 - Asbestos Abatement Consulting			\$5,595.00			\$5,595.00	Environmental	Building - Wide		TERRACON CONSULTANTS, INC (341409)
Invoice # DEV-110422 - Asbestos Abatement			\$29,300.00			\$29,300.00	Environmental	Building - Wide		RNDI Companies, Inc (520330)
P - 00015946 Network Switches and Wireless Access Points			\$731,165.67			\$731,165.67	Information Technology			Presidio Networked Solutions Group LLC/Vs0000012547

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)					Total Funding	Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined					
Bond Office Staff Reimbursements FY23			\$114,886.60			\$114,886.60	Overhead			QTR JV's (8 JVs Total)
WO#22-181503 - 7800 STEMMONS -Parking garage exit gate repair		\$750.00				\$750.00	Garage			DOOR CONTROL SERVICES INC
WO#22-228306 Fire Alarm, Stemmons 7800 DSV -Raymond Hernandez		\$190.00				\$190.00	Fire System	Building - Wide	Yes	Communicon Inc.
WO#22-163518 Trouble shoot ctrlcntr, Stemmons-Raymond Hernandez		\$2,414.50				\$2,414.50	Electrical	Building - Wide	No	NATIONAL SWITCHGEAR SYSTEMS NORTH TEXAS, INC
WO#23-77199-7800Stemmons-DSV-INSTALL CHEMICAL FEDERS AND EQU		\$7,587.81				\$7,587.81	HVAC	Building - Wide	No	WESCO CHEMICALS INC
WO#23-95671-Repair CW Pump-Stemmons 7800- Eric Taylor		\$5,342.00				\$5,342.00	HVAC	Building - Wide	No	THE BRANDT COMPANIES, LLC
WO#23-119453-York Chiller T/S- Stemmons 7800-Todd Ditmars		\$16,819.00				\$16,819.00	HVAC	Building - Wide	No	THE BRANDT COMPANIES, LLC
WO#22-228306 Fire Alarm, Stemmons 7800 DSV -Raymond Hernandez		\$3,664.02				\$3,664.02	Fire System	Building - Wide	Yes	Communicon Inc.
WO#23-141056 Board Up Window, Stemmons 7800-Samuel Jefferson		\$3,450.00				\$3,450.00	Repair	7	Nn	Peruna Glass Inc.
WO#23-141884 Damaged Window, Stemmons 7800-Samuel Jefferson		\$10,360.78				\$10,360.78	Rep	7	No	Peruna Glass Inc.
wo#23-213161-Trouble Shoot FPB & VAVS-7800 Stemmons-Eric		\$750.00				\$750.00	HVAC	Building - Wide	No	THE BRANDT COMPANIES, LLC
WO#23-10122 Emergency Stemmons Repair 3 broken gates		\$517.70				\$517.70	Repair	Garage	No	DOOR CONTROL SERVICES INC
WO#23-240147 Water Extraction Stemmons 7800-Samuel Jefferson		\$16,570.20				\$16,570.20	Repair		No	Tigerhawk LLC
WO#23-255496 RPZ Failure Stemmons 7800-Samuel Jefferson		\$3,281.17				\$3,281.17	Fire System	Building - Wide	Yes	Tigerhawk LLC
WO#23-256677,TEMP COOLING rental 8/24 - 9/30, Todd Ditmars		\$2,494.60				\$2,494.60	HVAC	7	No	TDIndustries, Inc
WO#23-256677 TEMP COOLING, 7800 Stemmons TODD DITMARS		\$2,181.43				\$2,181.43	HVAC	7	No	TDIndustries, Inc
WO#23-302145 Damaged Window, Stemmons 7800-Inv 286651 B/D		\$263.00				\$263.00	Repair	7	No	Peruna Glass Inc.
WO#23-323553 7800 Stemmons - Chiller 2 Purge		\$13,434.84				\$13,434.84	HVAC	Building - Wide	No	THE BRANDT COMPANIES, LLC
WO#24-13134 Sewer Water 7800Stemmons Samuel Jefferson		\$2,670.19				\$2,670.19	Repair	8	No	Tigerhawk LLC
WO#23-315694 Mount mirror, Stemmons7800 Samuel Jefferson		\$1,711.94				\$1,711.94	Repair		No	Peruna Glass Inc.
WO#24-20594,20595,20596,20592,20593, Annual Inspection		\$1,405.00				\$1,405.00	Inspection/Assessment	Building - Wide	No	Reliant Elevator Inspections & Consulting, LLC
WO#24-106179, Fire Sprinkler Inspections, 7800 Stemmons		\$2,405.00				\$2,405.00	Fire System	Building - Wide	Yes	TOTAL FIRE & SAFETY INC
WO#21-133069 Roof assessment, Stemmons 7800-Gus Aswad		\$4,314.76				\$4,314.76	Inspection		No	CASTRO ROOFING OF TEXAS LLC
WO#24-97062 Asbestos insp, Stemmons 7800-Filmon Weldelibanos		\$2,053.75				\$2,053.75	Inspection/Assessment		No	Aptim Environmental & Infrastructure, LLC
Stemmons Bldg. Plaza tile assessment & demolition		\$29,730.00				\$29,730.00	Inspection/Assessment	Entry plaza	No	RNDI COMPANIES, INC. ^
Fan Wall Replacement		\$664,806.00				\$664,806.00	HVAC	Building - Wide	No	THE BRANDT COMPANIES, LLC
DO-00001103378,, Fire Suppression System (fire pumps and sprinkler repairs)		\$154,975.67			\$215,687.00	\$370,662.67	Fire System	Building - Wide	Yes	DO-00001103378/Total Fire & Safety
Fire Alarm System (entire building floor 1-11)		\$650,000.00				\$650,000.00	Fire System	Building - Wide	Yes	Communication Concepts
DO-00001065013, Elevator Modernization (Phase I & Phase II)		\$865,000.00			\$385,602.00	\$1,250,602.00	Elevator	Building - Wide	No	K & M Elevator
MA BTZ2200017739, Fire Alarm Troubleshooting and Monitoring Takeover		\$32,542.53				\$32,542.53	Fire System	Building - Wide	Yes	MA BTZ2200017739/Communication Concepts
Fire Inspection Report non-complaint issues (floors 1-11)		\$100,000.00				\$100,000.00	Fire System	Building - Wide	No	RNDI Companies
Complete electrical upgrades (6-11)		\$200,000.00				\$200,000.00	Electrical	6 thru 11	No	Big Sky Construction
Complete data, network, and access controls		\$2,700,000.00				\$2,700,000.00	Information Technology	6 thru 11	No	Shelby Communications
Finish out and furniture (floors 6-11)		\$485,000.00			\$2,015,000.00	\$2,500,000.00	Renovation	6 thru 11	No	Big Sky Construction
Plaza Assessment and Demolition	\$29,730.00					\$29,730.00	Plaza			DUPLICATE of LINE 142 - DELETE
Plaza Reconstruction	\$350,000.00					\$350,000.00	Plaza	Entry plaza		Unknown until awarded
Recommended immediate proactive roof repairs	\$27,674.00					\$27,674.00	Roof	Roof		Unknown until awarded
Contractor Services (FY25)	\$405,607.00					\$405,607.00	Repair			
Consultant Services (Plaza construction documents/administration)		\$37,000.00				\$37,000.00	Plaza			W.P. Moore
CX DEV-2022-00019838 Phase 1 Environmental Site Assessment & Asbestos Consulting Services					\$5,994.25	\$5,994.25	Environmental			Terracon
DO 1103942 3th to 5th floor emergency work					\$171,299.00	\$171,299.00	Renovation			Metco Engineering, Inc.

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
DO 00001069279/00001073701 General work, Demo, Electrical items						\$23,899.88	Electrical			Philip-May
DO 00001099695 Upgrades to 1st and 2nd floor						\$71,922.95	Renovation	1 & 2		Philip-May
DO 00001068588 3rd floor electrical buildout						\$17,641.44	Electrical			Metco Engineering
DO 00001093795 floors 3 thru 5 additional work						\$40,141.97	Renovation	3 & 5		Nouveau Technology Services
DO 00001101263 3rd Floor Men's Restroom Moisture-Microbial Remediation						\$19,527.50	Environmental			Terracon
DO 00001069279/00001073701 Restroom Remodel					\$12,355.26	\$12,355.26	Renovation			Philip-May
DO 00001103378 Sprinkler Repair		\$99,033.00				\$99,033.00	Fire System			Total Fire & Safety
Bond Program Staff reimbursement				\$4,406.32		\$4,406.32	Overhead			JV-Staff time reimbursement
Bond Program Staff reimbursement				\$140.78		\$140.78	Overhead			JV-Staff time reimbursement
suppression system		\$55,942.67				\$55,942.67	Fire System			KE Industrial LLC
New Fire Alarm System		\$648,949.00				\$648,949.00	Fire System			Communion, Inc
cleanup of the 8th floor	\$37,279.00					\$37,279.00		8		RDNI Companies, Inc.
Signage for the Faculty						\$0.00	Signage			
Parking Garage Gate exit is not working-		\$92.92				\$92.92	Repair	n/a	No	BSD In-House Service/Repair
Stemmons Building - 10th Floor Hot		\$59.01				\$59.01	Repair	10	No	BSD In-House Service/Repair
Ste. 360- Really loud noise in the ceiling		\$77.50				\$77.50	Repair	3	No	BSD In-House Service/Repair
11 th floor MCC has bad wire		\$308.10				\$308.10	Repair	11	No	BSD In-House Service/Repair
4th Floor- Vacant Office- Security Guard		\$0.00				\$0.00	Repair	4	No	BSD In-House Service/Repair
POWER SHUT DOWN FOR CONTRACTOR		\$195.24				\$195.24	Repair	Building-Wide	No	BSD In-House Service/Repair
Damaged Exterior Window Replacement		\$176.53				\$176.53	Repair	7	No	BSD In-House Service/Repair
Damaged window up on 6th floor call		\$69.69				\$69.69	Repair	6	No	BSD In-House Service/Repair
6th floor- Women's Restroom- Running		\$67.80				\$67.80	Repair	6	No	BSD In-House Service/Repair
rear of the building water leak maybe a		\$257.26				\$257.26	Repair	Exterior	No	BSD In-House Service/Repair
front left entrance door not latching		\$92.92				\$92.92	Repair	Exterior	No	BSD In-House Service/Repair
7800 Stemmons exit gate in parking						\$0.00	Repair	Garage	No	BSD In-House Service/Repair
garage stuck open and will not close		\$0.00				\$0.00	Repair	6	No	BSD In-House Service/Repair
Electrical Power out on 6th floor		\$256.19				\$256.19	Repair	Building-Wide	No	BSD In-House Service/Repair
Stemmons Building - Check Water Leak		\$1,697.35				\$1,697.35	Repair	10	No	ServPro
Water Intrusion on 10 floor		\$2,138.72				\$2,138.72	Repair	Building-Wide	No	BSD In-House Service/Repair
water leak on 3 rd floor		\$914.22				\$914.22	Repair	Building-Wide	No	BSD In-House Service/Repair
HVAC operation review due to project		\$1,638.66				\$1,638.66	Repair	Building-Wide	No	BSD In-House Service/Repair
Janitorial Contract - PMI: 7800		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
2 of the Garage gates are not working		\$101.00				\$101.00	Repair	Garage	No	BSD In-House Service/Repair
Secure Gates 7800 Stemmons not		\$291.74				\$291.74	Repair	Garage	No	BSD In-House Service/Repair
Stemmons Building - Elevators operating		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
Janitorial Contract - PMI: 7800		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
Exterior lights not working on parking		\$1,372.92				\$1,372.92	Repair	Building-Wide	No	BSD In-House Service/Repair
Roof leak in Central Plant office		\$211.79				\$211.79	Repair	Roof	No	BSD In-House Service/Repair
Water spigot relocation by rear entry		\$115.86				\$115.86	Repair	Exterior	No	BSD In-House Service/Repair
Clean Parking garage storage room		\$2,356.87				\$2,356.87	Repair	Garage	No	BSD In-House Service/Repair
Fire Alarm Dialer not reporting to		\$185.84				\$185.84	Repair	Building-Wide	No	Communication Concepts
Elevator Entrapment- about 6:52pm on		\$43.62				\$43.62	Repair	Building-Wide	No	BSD In-House Service/Repair
Suite #735 . Working to cool		\$328.98				\$328.98	Repair	7	No	BSD In-House Service/Repair
MOW call after hours plumbing issue in		\$97.50				\$97.50	Repair	Building-Wide	No	BSD In-House Service/Repair
Routine pest control services for 7800		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
Replace the American and add the city		\$262.43				\$262.43	Repair	Exterior	No	BSD In-House Service/Repair
Third floor temps are warm at 7800		\$283.36				\$283.36	Repair	3	No	BSD In-House Service/Repair
Service call on elevator # 3 stuck on 6th		\$158.24				\$158.24	Repair	Building-Wide	No	BSD In-House Service/Repair
leak in he 1st floor janitorial closet		\$442.73				\$442.73	Repair	1	No	BSD In-House Service/Repair
7 th floor suite 735 Hot Call		\$196.15				\$196.15	Repair	7	No	BSD In-House Service/Repair
Stemmons Building Energy assessment		\$391.93				\$391.93	Repair	Building-Wide	No	BSD In-House Service/Repair
Stemmons Lower flags half-staff in		\$58.65				\$58.65	Repair	Exterior	No	BSD In-House Service/Repair
Project review 1 & 5 floor HVAC,		\$3,866.30				\$3,866.30	Repair	1,5	No	BSD In-House Service/Repair
Sewer pipes cracked on 1 st floor East						\$1,447.61	Repair	1	No	BSD In-House Service/Repair
Side		\$1,447.61				\$1,447.61	Repair	1	No	BSD In-House Service/Repair
Reported by Security A/C not working		\$106.26				\$106.26	Repair	Building-Wide	No	BSD In-House Service/Repair
The chill water pump bearing is going		\$209.07				\$209.07	Repair	Garage	No	BSD In-House Service/Repair
electrical fence not closing		\$80.72				\$80.72	Repair	Building-Wide	No	BSD In-House Service/Repair
for annual fire Ext .inspection for all		\$0.00				\$0.00	Repair	3	No	BSD In-House Service/Repair
3rd floor water heater keeps tripping		\$476.96				\$476.96	Repair	4	No	BSD In-House Service/Repair
4th floor Janitors closet - leaking faucet		\$57.93				\$57.93	Repair			BSD In-House Service/Repair

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)					Total Funding	Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined					
Clogged toilet in Men's RR on 3rd floor		\$638.76				\$638.76	Repair	3	No	BSD In-House Service/Repair
EQUIPMENT AND MATERIAL FOR 7800		\$891.26				\$891.26	Repair	Building-Wide	No	BSD In-House Service/Repair
7800 Stemmons Electrical Shutdown		\$945.22				\$945.22	Repair	Building-Wide	No	BSD In-House Service/Repair
Generator PM on Stemmons Building		\$712.08				\$712.08	Repair	Building-Wide	No	LJ Power
Raise new City of Dallas Flag		\$88.55				\$88.55	Repair	Exterior	No	BSD In-House Service/Repair
Check restrooms and breakrooms on all		\$283.36				\$283.36	Repair	Building-Wide	No	BSD In-House Service/Repair
Review HVAC equipment on 11 th floor		\$2,013.12				\$2,013.12	Repair	11	No	BSD In-House Service/Repair
5th Office #5 Development Services		\$17.71				\$17.71	Repair	5	No	BSD In-House Service/Repair
1st floor - Men's RR - 1st toilet leaks at		\$115.86				\$115.86	Repair	1	No	BSD In-House Service/Repair
1st floor - Women's RR - toilets (SEE		\$212.41				\$212.41	Repair	1	No	BSD In-House Service/Repair
2nd floor - Men's RR - leaks (SEE NOTES)		\$135.17				\$135.17	Repair	2	No	BSD In-House Service/Repair
2nd floor - Southwest Breakroom sink		\$147.29				\$147.29	Repair	2	No	BSD In-House Service/Repair
2nd floor - Southeast Breakroom -		\$103.23				\$103.23	Repair	2	No	BSD In-House Service/Repair
3rd floor - Women's RR - 2nd toilet NOT		\$35.42				\$35.42	Repair	3	No	BSD In-House Service/Repair
3rd floor - Southeast Breakroom sink		\$538.92				\$538.92	Repair	3	No	BSD In-House Service/Repair
4th floor - Women's RR (SEE NOTES)		\$328.27				\$328.27	Repair	4	No	BSD In-House Service/Repair
4th floor - Men's RR - (SEE NOTES)		\$83.85				\$83.85	Repair	4	No	BSD In-House Service/Repair
4th floor - Northwest Breakroom - (SEE		\$38.62				\$38.62	Repair	4	No	BSD In-House Service/Repair
4th floor - Southeast sink has NO water		\$35.42				\$35.42	Repair	4	No	BSD In-House Service/Repair
Lights out on 1st floor lobby area & by		\$653.62				\$653.62	Repair	1	No	BSD In-House Service/Repair
FUNDED - Move tables, chairs and white		\$832.13				\$832.13	Repair	Building-Wide	No	BSD In-House Service/Repair
1 st floor drain backup and needs to be		\$65.00				\$65.00	Repair	1	No	BSD In-House Service/Repair
Back flow failed needs to be replaced		\$4,118.44				\$4,118.44	Repair	Building-Wide	No	BSD In-House Service/Repair
water pipe busted inside suite 120 1st		\$343.37				\$343.37	Repair	1	No	BSD In-House Service/Repair
Check AC condensation levels in Suite		\$192.20				\$192.20	Repair	Building-Wide	No	BSD In-House Service/Repair
Review building operations - October		\$1,007.76				\$1,007.76	Repair	Building-Wide	No	BSD In-House Service/Repair
Elevator #1&2 out of Service		\$560.96				\$560.96	Repair	1,2	No	BSD In-House Service/Repair
Leak 3rd floor women's restroom,		\$569.81				\$569.81	Repair	3	No	BSD In-House Service/Repair
Lower flaffs half staff Stemmons BLDG		\$191.11				\$191.11	Repair	Exterior	No	BSD In-House Service/Repair
10th floor there's a leak on the ceiling		\$543.39				\$543.39	Repair	10	No	BSD In-House Service/Repair
repair chiller		\$1,149.97				\$1,149.97	Repair	Building-Wide	No	Brandt
Suite 735 reporting to be too hot		\$186.00				\$186.00	Repair	7	No	BSD In-House Service/Repair
Repair Light 11th flr. stare floor										
midpoint.		\$196.86				\$196.86	Repair	11	No	BSD In-House Service/Repair
7th floor plumbing leak		\$832.03				\$832.03	Repair	7	No	BSD In-House Service/Repair
Add temporary plug for small grinder		\$100.90				\$100.90	Repair	Building-Wide	No	BSD In-House Service/Repair
replace damaged ceiling tiles on 10th		\$203.67				\$203.67	Repair	10	No	BSD In-House Service/Repair
Walked through out building with a		\$221.38				\$221.38	Repair	Building-Wide	No	BSD In-House Service/Repair
Clean storage room behind 1st floor IDF		\$177.10				\$177.10	Repair	1	No	BSD In-House Service/Repair
Clean 3rd floor IDF Room and Electrical		\$672.98				\$672.98	Repair	3	No	BSD In-House Service/Repair
suite #735 is better but still a little warm		\$141.68				\$141.68	Repair	7	No	BSD In-House Service/Repair
suite #735 was reporting to be warm		\$106.26				\$106.26	Repair	7	No	BSD In-House Service/Repair
Main elevator stuck on 6th floor not in		\$46.46				\$46.46	Repair	6	No	BSD In-House Service/Repair
NEED TEMP COOLING		\$4,676.03				\$4,676.03	Repair	7	No	BSD In-House Service/Repair
CHEMICALS FOR WATER TREATMENT		\$1,537.06				\$1,537.06	Repair	Building-Wide	No	Wesco
Stemmons Ground Maintenance FY23-		\$69.69				\$69.69	Repair	Exterior	No	Good Earth
Suite 735 reporting to be too warm		\$0.00				\$0.00	Repair	7	No	BSD In-House Service/Repair
Suite 735 reporting to be too warm		\$283.36				\$283.36	Repair	7	No	BSD In-House Service/Repair
Energy management assessment		\$283.36				\$283.36	Repair	Building-Wide	No	BSD In-House Service/Repair
4th floor temps at 7800 are too hot		\$283.36				\$283.36	Repair	4	No	BSD In-House Service/Repair
Areas of 3rd floor are warm		\$0.00				\$0.00	Repair	3	No	BSD In-House Service/Repair
3rd floor and suite 735 are too warm		\$0.00				\$0.00	Repair	3	No	BSD In-House Service/Repair
3rd floor is warm		\$283.36				\$283.36	Repair	3	No	BSD In-House Service/Repair
Suites 365, 370, and 735 are warm		\$283.36				\$283.36	Repair	3	No	BSD In-House Service/Repair
Men's restroom sink check low water		\$123.97				\$123.97	Repair	Building-Wide	No	BSD In-House Service/Repair
raise and lower lags per memorandum		\$35.42				\$35.42	Repair	Exterior	No	BSD In-House Service/Repair
set up and monitor temp cooling units		\$777.22				\$777.22	Repair	7	No	BSD In-House Service/Repair
suites 750 and 780 are warm		\$283.36				\$283.36	Repair	7	No	BSD In-House Service/Repair
Suites 350, 360, and 364 are warm		\$283.36				\$283.36	Repair	3	No	BSD In-House Service/Repair
Suites 700, 710, 750 are warm		\$141.68				\$141.68	Repair	7	No	BSD In-House Service/Repair
Replace damaged ceiling tiles		\$141.68				\$141.68	Repair	Building-Wide	No	BSD In-House Service/Repair
2nd floor is warm. Need to locate and		\$212.52				\$212.52	Repair	2	No	BSD In-House Service/Repair

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Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
7th floor continues to be warm, suite		\$212.52				\$212.52	Repair	7	No	BSD In-House Service/Repair
Hazmat Cleaning-3rd floor- Employee		\$0.00				\$0.00	Repair	3	No	BSD In-House Service/Repair
Call from Security power lost to front		\$80.72				\$80.72	Repair	1	No	BSD In-House Service/Repair
Review men and women restroom for		\$283.36				\$283.36	Repair	Building-Wide	No	BSD In-House Service/Repair
review suite 735 temp AC for		\$301.07				\$301.07	Repair	7	No	BSD In-House Service/Repair
clean up 11 th floor chiller plant room		\$2,204.95				\$2,204.95	Repair	11	No	BSD In-House Service/Repair
lamps out on 7th floor women's/men's		\$153.64				\$153.64	Repair	7	No	BSD In-House Service/Repair
Review building operation and walk		\$1,363.67				\$1,363.67	Repair	Building-Wide	No	BSD In-House Service/Repair
Security reported back door off the hinges review operation		\$53.13				\$53.13	Repair	1	No	BSD In-House Service/Repair
Review irrigation controller for the		\$88.55				\$88.55	Repair	Exterior	No	BSD In-House Service/Repair
Review building operations - April		\$814.66				\$814.66	Repair	Building-Wide	No	BSD In-House Service/Repair
Safety Concern: Door handle fell off		\$53.13				\$53.13	Repair	1	No	BSD In-House Service/Repair
Raise/lower flags		\$35.42				\$35.42	Repair	Exterior	No	BSD In-House Service/Repair
Safety Concern: Door handle fell off		\$0.00				\$0.00	Repair	1	No	BSD In-House Service/Repair
No HOT water / Leaking faucet in 6th		\$500.14				\$500.14	Repair	6	No	BSD In-House Service/Repair
4th floor Women's RR - 1st toilet not		\$35.42				\$35.42	Repair	4	No	BSD In-House Service/Repair
Revised DO 1087117 Stemmons Ground		\$69.69				\$69.69	Repair	Exterior	No	BSD In-House Service/Repair
Project review 2nd floor HVAC and		\$1,660.11				\$1,660.11	Repair	2	No	BSD In-House Service/Repair
Review building operations - November		\$950.69				\$950.69	Repair	Building-Wide	No	BSD In-House Service/Repair
Check Cooling Tower basin heaters		\$404.23				\$404.23	Repair	Building-Wide	No	BSD In-House Service/Repair
Check electric heaters for air supply		\$4,290.42				\$4,290.42	Repair	Building-Wide	No	BSD In-House Service/Repair
5th floor - Men's RR - (SEE NOTES)		\$1,135.77				\$1,135.77	Repair	5	No	BSD In-House Service/Repair
Janitorial Services		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
House Keeping on walkway		\$35.42				\$35.42	Repair	Building-Wide	No	BSD In-House Service/Repair
Fly the United States Flag at Half-Staff on Thursday, December 7, 2023 in		\$70.84				\$70.84	Repair	Exterior	No	BSD In-House Service/Repair
ASSESS AND REPAIR FRONT ENTRY		\$11.62				\$11.62	Repair	1	No	JOC
Move furniture and plants in Lobby due to construction		\$165.18				\$165.18	Repair	1	No	BSD In-House Service/Repair
Check exterior lights		\$283.36				\$283.36	Repair	Exterior	No	BSD In-House Service/Repair
Review operation of generator fail to		\$113.67				\$113.67	Repair	Building-Wide	No	BSD In-House Service/Repair
Repair sheetrock/tile behind sink and		\$4,057.53				\$4,057.53	Repair	?	No	BSD In-House Service/Repair
Demo multiple conduits and trace		\$60.54				\$60.54	Repair	Building-Wide	No	BSD In-House Service/Repair
Exterior lighting NOT working (SEE NOTES)		\$176.68				\$176.68	Repair	Exterior	No	BSD In-House Service/Repair
Review building operations - December		\$442.75				\$442.75	Repair	Building-Wide	No	BSD In-House Service/Repair
Water plants in Lobby per Brian		\$230.23				\$230.23	Repair	1	No	BSD In-House Service/Repair
Vacuum elevator door tracks on all		\$88.55				\$88.55	Repair	Building-Wide	No	BSD In-House Service/Repair
Broken door stop @ Central Plant entrance		\$60.36				\$60.36	Repair	11	No	BSD In-House Service/Repair
2nd floor-North hallway glass door needs door stop - hits wall		\$260.40				\$260.40	Repair	2	No	BSD In-House Service/Repair
Clean and set up Office 614		\$725.43				\$725.43	Repair	6	No	BSD In-House Service/Repair
PO - Generator Fail To Start found		\$2,438.52				\$2,438.52	Repair	Building-Wide	No	LJ Power
Lobby lights review several burned out		\$0.00				\$0.00	Repair	1	No	BSD In-House Service/Repair
Stemmons light out in lobby		\$923.76				\$923.76	Repair	1	No	BSD In-House Service/Repair
Glass Doctor Invoice Underpayment		\$309.46				\$309.46	Repair	7	No	Glass Doctor
Lights out in Men's RR on 11th floor		\$53.13				\$53.13	Repair	11	No	BSD In-House Service/Repair
2nd floor - Janitors closet - Sink valve is		\$77.24				\$77.24	Repair	2	No	BSD In-House Service/Repair
DPD will hold its annual Police Memorial		\$17.71				\$17.71	Repair	Building-Wide	No	BSD In-House Service/Repair
Pick-up crowd control stanchions and		\$230.23				\$230.23	Repair	1	No	BSD In-House Service/Repair
Air compressor in Central Plant NOT		\$216.97				\$216.97	Repair	Building-Wide	No	BSD In-House Service/Repair
Clogged sink in Women's RR on 5th floor		\$125.51				\$125.51	Repair	5	No	BSD In-House Service/Repair
Clogged toilet in Men's RR on 1st floor.		\$57.93				\$57.93	Repair	1	No	BSD In-House Service/Repair
4th floor Men's RR - clogged urinal		\$1,137.91				\$1,137.91	Repair	4	No	BSD In-House Service/Repair
Men's & Women's RR's on 5th floor - missing door closers		\$106.26				\$106.26	Repair	5	No	BSD In-House Service/Repair
2nd floor has partial power outage for 8		\$17.71				\$17.71	Repair	2	No	BSD In-House Service/Repair
Clogged urinal in Men's RR on 2nd floor		\$88.55				\$88.55	Repair	2	No	BSD In-House Service/Repair
Sewer backing up from floor drain in		\$1,130.77				\$1,130.77	Repair	Building-Wide	No	BSD In-House Service/Repair
Review building operations - March		\$672.98				\$672.98	Repair	Building-Wide	No	BSD In-House Service/Repair

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
Project review 4th floor - HVAC/ Plumb./		\$2,125.20				\$2,125.20	Repair	4	No	BSD In-House Service/Repair
NO WATER in urinal on 5th floor Men's		\$17.71				\$17.71	Repair	5	No	BSD In-House Service/Repair
Clogged urinal on 4th floor		\$452.24				\$452.24	Repair	4	No	BSD In-House Service/Repair
Replace flag Flagpole US Flag		\$0.00				\$0.00	Repair	Exterior	No	BSD In-House Service/Repair
Replace USA flag, it is torn and stuck in		\$35.42				\$35.42	Repair	Exterior	No	BSD In-House Service/Repair
Make out of order signs for floors 7- 11		\$212.52				\$212.52	Repair	7,8,9,10,11	No	BSD In-House Service/Repair
Elevator #3 stuck on 6th floor with doors		\$123.97				\$123.97	Repair	3	No	BSD In-House Service/Repair
Water leak in Men's RR on 1st floor -		\$53.13				\$53.13	Repair	1	No	BSD In-House Service/Repair
Review building operations - January		\$531.30				\$531.30	Repair	Building-Wide	No	BSD In-House Service/Repair
Water plants in Lobby per Brian		\$177.10				\$177.10	Repair	1	No	BSD In-House Service/Repair
7800 Stemmons - Central Plant Air		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
it's been too cold in the building for		\$189.26				\$189.26	Repair	Building-Wide	No	BSD In-House Service/Repair
5th floor. No/inadequate heat. Too cold.		\$7.75				\$7.75	Repair	5	No	BSD In-House Service/Repair
Clogged toilet in Men's RR on 6th floor		\$126.32				\$126.32	Repair	6	No	BSD In-House Service/Repair
Clogged toilets in Men's RR on 1st floor		\$38.62				\$38.62	Repair	1	No	BSD In-House Service/Repair
Clogged toilet in Men's RR on 3rd floor		\$35.42				\$35.42	Repair	3	No	BSD In-House Service/Repair
Remove curtains behind security desk on 1st floor		\$35.42				\$35.42	Repair	1	No	BSD In-House Service/Repair
Office #735 is reporting too cold.		\$53.13				\$53.13	Repair	7	No	BSD In-House Service/Repair
Turn on heat strips on 2nd floor		\$265.65				\$265.65	Repair	2	No	BSD In-House Service/Repair
Remove plants and furniture from Lobby		\$177.10				\$177.10	Repair	1	No	BSD In-House Service/Repair
Too cold. No/inadequate AC		\$43.62				\$43.62	Repair	Building-Wide	No	BSD In-House Service/Repair
Mount handicap rail in Women's RR on		\$35.42				\$35.42	Repair	1	No	BSD In-House Service/Repair
Janitorial Contracts - PMI 7800		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
2nd floor 7800 Stemmons too cold		\$83.81				\$83.81	Repair	2	No	BSD In-House Service/Repair
No Power 2nd floor NW corner		\$17.71				\$17.71	Repair	2	No	BSD In-House Service/Repair
There is a flickering light in room 210 at please check water heater on 3th floor		\$0.00				\$0.00	Repair	2	No	BSD In-House Service/Repair
Suite 735 T-Stat keeps blowing air in		\$3,881.38				\$3,881.38	Repair	3	No	BSD In-House Service/Repair
Annual Pest Control Service		\$35.42				\$35.42	Repair	7	No	BSD In-House Service/Repair
Connect faucet & sink in NW offices on		\$0.00				\$0.00	Repair	Building-Wide	No	Shamrock
Replace sewage pump in SE breakroom		\$280.00				\$280.00	Repair	1	No	BSD In-House Service/Repair
Install flush sensors on both urinals in		\$873.69				\$873.69	Repair	Building-Wide	No	BSD In-House Service/Repair
2 faucets not working in Women's RR on		\$819.22				\$819.22	Repair	5	No	BSD In-House Service/Repair
Project review 3rd floor - HVAC/ Plumb./		\$1,403.08				\$1,403.08	Repair	5	No	BSD In-House Service/Repair
Door locked to office # on 2nd floor		\$1,452.22				\$1,452.22	Repair	3	No	BSD In-House Service/Repair
Protection panel is falling in Elev. #3		\$35.42				\$35.42	Repair	2	No	BSD In-House Service/Repair
5th Floor Office 5. Too hot.		\$35.42				\$35.42	Repair	Building-Wide	No	BSD In-House Service/Repair
Insta-hot not working in SE breakroom		\$77.50				\$77.50	Repair	5	No	BSD In-House Service/Repair
Sewage pump not working in SW		\$834.66				\$834.66	Repair	?	No	BSD In-House Service/Repair
Barely warm water from insta-hot in SW		\$919.71				\$919.71	Repair	Building-Wide	No	BSD In-House Service/Repair
Update Fire Alarm plan for floors 1 - 5		\$794.30				\$794.30	Repair	?	No	BSD In-House Service/Repair
Review building operations - February		\$956.34				\$956.34	Repair	1,2,3,4,5	No	BSD In-House Service/Repair
Water leak in 1st floor IDF room		\$513.59				\$513.59	Repair	Building-Wide	No	BSD In-House Service/Repair
Provide access for RNDI for entrance		\$874.20				\$874.20	Repair	1	No	BSD In-House Service/Repair
Lights out in Men's and Women's RR on		\$637.56				\$637.56	Repair	Exterior	No	BSD In-House Service/Repair
Light NOT working in 1st floor IDF back		\$151.56				\$151.56	Repair	?	No	BSD In-House Service/Repair
Fire exiting. needs to be mounted by SW		\$282.52				\$282.52	Repair	1	No	BSD In-House Service/Repair
Water leak on 1st floor Jan. closet -		\$35.42				\$35.42	Repair	?	No	BSD In-House Service/Repair
Clogged urinal in Men's RR on 2nd floor		\$505.37				\$505.37	Repair	1	No	BSD In-House Service/Repair
Gate on north side not closing		\$53.13				\$53.13	Repair	2	No	BSD In-House Service/Repair
Create Fire Alarm floor plans for floors 6		\$720.64				\$720.64	Repair	Garage	No	BSD In-House Service/Repair
Review building operations - May		\$708.40				\$708.40	Repair	6	No	BSD In-House Service/Repair
Monthly Fire Extinguisher checks		\$35.42				\$35.42	Repair	Building-Wide	No	BSD In-House Service/Repair
Project review 8th floor - HVAC/ Plumb./		\$0.00				\$0.00	Repair	Building-Wide	No	BSD In-House Service/Repair
Rear entry handicap doors NOT closing properly		\$0.00				\$0.00	Repair	8	No	BSD In-House Service/Repair
Office #735 is reporting too warm.		\$123.97				\$123.97	Repair	1	No	BSD In-House Service/Repair
Loud air noise from thermostat on North		\$106.26				\$106.26	Repair	7	No	BSD In-House Service/Repair
4 power outlets are not working on the		\$35.42				\$35.42	Repair	?	No	BSD In-House Service/Repair
Label all columns on floors 1 -5.		\$113.67				\$113.67	Repair	?	No	BSD In-House Service/Repair
Water leak from 3rd sink in Women's RR		\$1,132.51				\$1,132.51	Repair	1,2,3,4,5	No	BSD In-House Service/Repair
		\$499.86				\$499.86	Repair	3	No	BSD In-House Service/Repair

Table 3: Stemmons Budget Summary

Expense (include as much detail and specificity as possible)	Funding Source(s) and Amount(s)						Category	Floor	Required for CO	Vendor
	General Fund	ARPA	Development Services Expenses	Bond Funds	To Be Determined	Total Funding				
Cannot open 2nd floor Janitors closet		\$35.42				\$35.42	Repair	2	No	BSD In-House Service/Repair
Window water leak on 5th floor by SE corner.		\$35.42				\$35.42	Repair	5	No	BSD In-House Service/Repair
Put up signage while building parking is		\$336.49				\$336.49	Repair	Garage	No	BSD In-House Service/Repair
7800 Stemmons - 11th Floor Asbestos		\$0.00				\$0.00	Repair	11	No	BSD In-House Service/Repair
Escort & assist contractor (K&M		\$35.42				\$35.42	Repair	Building-Wide	No	BSD In-House Service/Repair
2nd floor - SW breakroom sink is NOT		\$258.63				\$258.63	Repair	2	No	BSD In-House Service/Repair
All toilets clogged in Men's & Women's		\$355.69				\$355.69	Repair	Building-Wide	No	BSD In-House Service/Repair
Remove garbage disposal in NW		\$579.30				\$579.30	Repair	?	No	BSD In-House Service/Repair
NO HOT water from insta-hot in NW		\$35.42				\$35.42	Repair	?	No	BSD In-House Service/Repair
Roof Assessment		\$0.00				\$0.00	Repair	Roof	No	Castro
Water leak from toilet on 1st floor Men's		\$70.84				\$70.84	Repair	1	No	BSD In-House Service/Repair
Water leaking on toilet in Men's RR on		\$1,151.13				\$1,151.13	Repair	?	No	BSD In-House Service/Repair
Lights out in Pump Room		\$53.13				\$53.13	Repair	11	No	BSD In-House Service/Repair
Circuits for Fire Alarm Panels		\$1,187.63				\$1,187.63	Repair	Building-Wide	No	BSD In-House Service/Repair
Escort roofing contractor to		\$123.97				\$123.97	Repair	Roof	No	BSD In-House Service/Repair
Texas flag is upside down!		\$53.13				\$53.13	Repair	Exterior	No	BSD In-House Service/Repair
Lights out on 10th floor elevator lobby area		\$35.42				\$35.42	Repair	10	No	BSD In-House Service/Repair
Lights out on 11th floor elevator lobby area and hallway		\$53.13				\$53.13	Repair	11	No	BSD In-House Service/Repair
Wall repair needed on 1st floor Janitors		\$90.08				\$90.08	Repair	1	No	BSD In-House Service/Repair
Fire Sprinkler Inspection (Total Fire		\$1,749.19				\$1,749.19	Repair	Building-Wide	No	Total Fire, Inc
Generator service call generator fail to		\$464.56				\$464.56	Repair	Building-Wide	No	LJ Power
Pinnacle #30508 7800 Stemmons 5th Floor MDF/IDF Patch Cables				\$616.32		\$616.32	Information Technology			
Invoice # 91074143 - Furniture for 3rd floor				\$1,642.50		\$1,642.50	Furniture			
Invoice # 91086226 - Furniture for 4th floor				\$1,687.50		\$1,687.50	Furniture			
Invoice # TJ13005 - Environmental Review				\$1,875.00		\$1,875.00	Environmental			
Invoice # 1800000205 - Reconfiguration Cost				\$2,350.00		\$2,350.00	Renovation			
Pinnacle #30508 7800 Stemmons Fiber Termination MOPE				\$2,539.45		\$2,539.45	Information Technology			
34348 7800 Stemmons Call center network cabling				\$6,201.94		\$6,201.94	Information Technology			
Pinnacle # 30508 - Network Cabling - 7800 Stemmons WiFi Installation 5th floor				\$9,660.00		\$9,660.00	Information Technology			
Pinnacle 30508RFQ - 7800 Stemmons Building Project - Patch				\$19,201.62		\$19,201.62	Information Technology			
Dedicated Ethernet (ADE) 10G Circuit from 7800 Stemmons to 1500 Marilla City Hall. Installed Nov 2022				\$20,400.00		\$20,400.00	Information Technology			
Pinnacle 30508- 7800 Stemmons 5th Floor Patching Desks & Work Stations				\$43,988.17		\$43,988.17	Information Technology			
Pinnacle 30508 Shelby cable 2nd floor at 7800 Stemmons				\$46,114.47		\$46,114.47	Information Technology			
Pinnacle # 30508 - 4th Floor Cabling Work - 7800 Stemmons				\$47,410.05		\$47,410.05	Information Technology			
Pinnacle Ticket No. 30508 - 7800 Stemmons 1st and 2nd Floors networking accessories				\$52,523.20		\$52,523.20	Information Technology			
Pinnacle 30508 Cabling 1st Stemmons Bldg 7800 Stemmons Fwy Contacts: Joseph Mwenje - 469-934-6464				\$66,720.46		\$66,720.46	Information Technology			
Amend network managed services agreement to accept the cSOW and to spend existing option catalog services for the installation of network equipment at 7800 Stemmons site.				\$78,560.00		\$78,560.00	Information Technology			
Bond Program Staff reimbursement(FY 22 &FY 24) and Remaining balance				\$91,490.79		\$91,490.79	Overhead			
		\$1,287,538.49	\$6,468,730.67	\$22,856,570.42	\$1,975,913.53	\$2,015,000.00	\$34,603,753.11			

Stemmons Project

Timeline

Date	Action	Dept.	Responsible Party
June 2022	<ul style="list-style-type: none"> City of Dallas identified 7800 N Stemmons to serve as the new Development Service permit center. BCM conduct building surface level assessment - \$6.75M Needed in MEP BSD Assessment – Add \$2.8M Needed 	DEV BCM BSD	A. Espinoza J. Nicewander J. Johnson
July 2022	<ul style="list-style-type: none"> Internal assessments by Office of Bond and Construction Management and Building Services identified \$9.7M in long term capital needs improvements. Property Condition Assessment by JLL – Immediate need \$1.2M and \$1.6M over 1-12 years 	BCM BSD PBW	J. Nicewander J. Johnson A. Hatefi
August 10, 2022	<ul style="list-style-type: none"> City Council Approves acquisition by Resolution No. 22-1139, amount authorized \$14.2M Phase I Environmental Site Assessment was completed, and asbestos was found on floors 1 and 8, remediation was completed by October 29, 2022 	PBW OEQ	A. Hatefi C. Evans
Missed Opportunity	<i>Transfer Certificate of Occupancy from previous owner, re-inspect All life safety system, and develop a maintenance plan</i>	DEV, BCM, BSD	A. Espinoza, J. Nicewander, J. Johnson
September 2022	<ul style="list-style-type: none"> Stemmons Final Closing Statement (Republic Title of Texas) – Total \$14.2M, City takes ownership of building – Sept. 23 Began onsite MEP/Fire alarm (FA)/Fire sprinkler (FS) high level visual surveys of equipment and systems (verification of original plans and documentation of existing conditions) All systems were functioning properly at this time Began design of guide set of plans for core electrical upgrades. This was needed for the increased staff load and equipment that DEV was going to assign to this building 	PBW BCM, BSD BCM BCM, DEV	A. Hatefi J. Nicewander / J. Johnson J. Nicewander Based on observations at the time, no formal report was implemented or issued. J. Nicewander A. Espinoza

Stemmons Project

Timeline

	(100 to 120 people per floor rather than the existing capacity of 2 approx.. 75 per floor)	BCM, DEV	J. Nicewander A. Espinoza
	<ul style="list-style-type: none"> Began working with DEV staff on floor plan and furniture layouts for floors 1,2,5,8 and 9 (based on framed offices and cubicle workspaces) 		
November 9, 2022	<ul style="list-style-type: none"> BCM tasked with leading renovations through a job order contracting services contract approved by City Council by Resolution No. 22-1676 	BCM	J. Nicewander
December 2022	<ul style="list-style-type: none"> BCM issues notice to proceed with renovations to prioritize Development Services as floors became vacant (\$5M budget) Floors 1 and 8 were vacated; permits (2212071052) were issued and demolition and finish out began on vacant floors 1, 2, 8, and 9 	BCM BCM	J. Nicewander J. Nicewander
January 2023	<ul style="list-style-type: none"> Renovation, finish out, and rebuild of floors 1, 2, 5, 8 and 9 in process 	BCM	J. Nicewander
February 2023	<ul style="list-style-type: none"> 45% vacancy, renovation continues as floors become available Floor plan and furniture layouts were changed from framed offices and cubicles to the "VARI" open concept furniture and partition wall system. This then required a necessary redesign for the floor electrical, data, FA and FS systems FA and FS systems were put on hold to be redone under a separate contract after building renovations were complete and as funding became available 	BCM BCM DEV BCM DEV	J. Nicewander J. Nicewander A. Espinoza J. Nicewander A. Espinoza
March 2023	<ul style="list-style-type: none"> Based upon vacated floors, Development Services teams were programmed to occupy floors 1, 2, 5, 8 and 9 Performance of 2 of the 3 functional and in-service elevators declined significantly 	BCM DEV BCM	J. Nicewander A. Espinoza J. Nicewander
April 2023	<ul style="list-style-type: none"> DFR received a complaint – Repair second phone line required for monitoring 	DFR BCM	D. Artis J. Nicewander
April 5, 2023	<ul style="list-style-type: none"> Floor 1 Demo Inspected/green tagged (2212071067) 	BCM DEV	J. Nicewander A. Espinoza

Stemmons Project

Timeline

	<ul style="list-style-type: none"> Floor 2 Demo Inspected/green tagged (2212071068) Floor 8 Demo Inspected/green tagged (2212071069) Floor 9 Demo Inspected/green tagged (2212071070) 	<p>BCM DEV</p> <p>BCM DEV</p> <p>BCM DEV</p>	<p>J. Nicewander A. Espinoza</p> <p>J. Nicewander A. Espinoza</p> <p>J. Nicewander A. Espinoza</p>
May 2023	<ul style="list-style-type: none"> Ongoing discussions to relocate Development Services teams on floors 1-5 for ease of customers (Development Services to be located on sequential floors) 	<p>BCM DEV</p>	<p>J. Nicewander A. Espinoza</p>
June 2023	<ul style="list-style-type: none"> BCM received three proposals for the elevator modernization and a funding plan was put into action Floors 3 and 4 were vacated by all tenants. Demo contract was issued for interior demo of the floors, leaving the exterior offices Contract issued for renovation/finish out/rebuild of floor 3 Contract issued to upgrade the electrical on the floors 	<p>BCM DEV</p> <p>BCM DEV</p> <p>BCM</p> <p>DEV</p>	<p>J. Nicewander A. Espinoza</p> <p>J. Nicewander A. Espinoza</p> <p>J. Nicewander</p> <p>A. Espinoza</p>
June 16, 2023	<ul style="list-style-type: none"> Electrical Remodel floors 1,2,7 and 8 (2304213032) 	<p>BCM DEV</p>	<p>J. Nicewander A. Espinoza</p>
June 29, 2023	<ul style="list-style-type: none"> Interior Remodel floor 2 (2303311115) 	<p>DEV BCM</p>	<p>A. Espinoza J. Nicewander</p>
July 2023	<ul style="list-style-type: none"> All remaining tenants vacated the building, except Tricon Group, Suite 725 DFR complaint from April 2023 was fixed per PM 	<p>N/A</p> <p>BCM</p>	<p>J. Nicewander</p>
August 2023	<ul style="list-style-type: none"> Funding request was submitted for elevator modernization 	<p>BCM</p>	<p>J. Nicewander</p>

Stemmons Project

Timeline

August 11, 2023	<ul style="list-style-type: none"> Electrical Remodel floor 1 (2304173027) Green tagged /rough not final 	DEV BCM	A. Espinoza J. Nicewander
September 1, 2023	<ul style="list-style-type: none"> Electrical remodel floor 1 (2309012003) Green tagged /Final 	DEV BCM	A. Espinoza J. Nicewander
September 8, 2023	<ul style="list-style-type: none"> Access Control Permit Floor DSD 1 Issued /Expired no contractor inspections requested within 180 days 	MSH BCM	D. Pughes J. Nicewander
September 12, 2023	<ul style="list-style-type: none"> BCM issued job order to K & M for elevators 2 and 4 	BCM	J. Nicewander
September 15, 2023	<ul style="list-style-type: none"> Interior Remodel floor 1 (2309122005) Green Tag Pending final 	DEV BCM	A. Espinoza J. Nicewander
October 10, 2023	<ul style="list-style-type: none"> Electrical Remodel floors 3 and 4(2305053017) Green tagged /Final 	DEV BCM	A. Espinoza J. Nicewander
October 12, 2023	<ul style="list-style-type: none"> Electrical Remodel floor 9 (2305053017) Green tagged /Final 	DEV BCM	A. Espinoza J. Nicewander
December 2023	<ul style="list-style-type: none"> Approximately 40 DEV staff members move-in on floor 5 - Dec. 18 Temporary Certificate of Occupancy issued by Development Services - Dec. 19 	DEV DEV	A. Espinoza A. Espinoza
December 19, 2023	<ul style="list-style-type: none"> Floor 5 TCO final 	DEV	A. Espinoza
December 22, 2023	<ul style="list-style-type: none"> Floor 2 Remodel (2306151060) Green Tagged/ Final 	DEV	A. Espinoza
January 5, 2024	<ul style="list-style-type: none"> Floor 1 Fire Alarm Green Tagged/ Final 		

Stemmons Project

Timeline

January 16, 2024	<ul style="list-style-type: none"> • 20-25 DEV staff members on the floor 2 (no C.O) 	DEV	A. Espinoza
February 2024	<ul style="list-style-type: none"> • Dallas Fire Inspection – Initial Annual Inspection; 35 violations, from fire lane stripping to fire alarm monitoring - February 7. • BCM in collaboration with multiple departments begins addressing violations. • Received complaint from Inspector General regarding facility condition - February 27 • Received complaint regarding health and safety from USW member – February 29 • Certificate of Occupancy (2402291075) application submitted for the entire building /February 29 	DFR BCM DEV DFR BSD MSH DFR BCM BSD BCM DEV BCM DEV	D. Artis J. Nicewander A. Espinoza D. Artis J. Johnson D. Pughes D. Artis J. Nicewander J. Johnson J. Nicewander A. Espinoza J. Nicewander A. Espinoza
March 2024	<ul style="list-style-type: none"> • 4 DEV staff members on floor 3 (no C.O) – March 4 • TCO’s submitted for floor 1; March 4 - March 6 • BCM staff meet with DEV employees currently housed at Stemmons and provide project update, project schedule, and address complaints - March 15 • TCO’s submitted for common spaces - March 21 • Email sent to DEV staff reminding not to access unauthorized floors – March 27 	DEV BCM DEV BCM DEV BCM BCM	A. Espinoza J. Nicewander A. Espinoza J. Nicewander A. Espinoza J. Nicewander A. Espinoza

Stemmons Project

Timeline

April 2024	<ul style="list-style-type: none"> • Dallas Fire Re-Inspection, an additional 4 violations on fire alarm monitoring; Fire Watch initiated – April 3 • Development Services team directed to transition back to OCMC until final improvements completed – April 9 • Multi-departmental floor-by-floor walk through evaluation completed to determine future occupancy, building, and finish out needs – April 12 • BCM leads inspections on all building systems 	<p>DFR</p> <p>DEV</p> <p>BCM DEV ITS MSH BSD DFR</p> <p>BCM</p>	<p>D. Artis</p> <p>A. Espinoza</p> <p>J. Nicewander A. Espinoza B. Gardner D. Pughes J. Johnson D. Artis</p> <p>J. Nicewander</p>
April 18, 2024	<ul style="list-style-type: none"> • Floor 3 Electrical Remodel Green tagged /Rough not final 	<p>DEV BCM</p>	<p>A. Espinoza J. Nicewander</p>
May 2024	<ul style="list-style-type: none"> • BCM briefing Ad Hoc Committee on General Investigating and Ethics - May 2 • BCM develops project timeline and new project schedule 	<p>BCM</p> <p>BCM</p>	<p>J. Nicewander</p> <p>J. Nicewander</p>
May 7, 2024	<ul style="list-style-type: none"> • Replace fire pump controller, replace existing 371 fire sprinkler heads, replace 2 OSTY control valves on pump, replace 371 sprinkler escutcheons with heads. Inspections are scheduled for July 2024 	<p>BCM BSD</p>	<p>J. Nicewander J. Johnson</p>

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **City Council Committee Assignments**

The purpose of this memorandum is to provide clarity regarding City Council Committee Executive Liaison assignments.

As we elevate our core values with three new key principles: Connect, Collaborate, Communicate, we have implemented a cross-departmental approach to City Council Committee meetings. Department Directors will continue to brief the respective committee that most closely aligns with their functions and services, regardless of the Executive Liaison responsible for the specific departmental portfolio. This approach is designed to strengthen our foundational structure and eliminate silos across the organization.

Thus, our goal is to expand upon our current efforts and explore creative and innovative internal partnerships.

Should you have any questions or concerns, please contact me directly.

Service First, Now!

A handwritten signature in black ink, appearing to read 'Kimberly Bizer Tolbert'.

Kimberly Bizer Tolbert
City Manager (I)

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **5-Year plan for the 2024 Bond Prioritization of Projects**

Background

On May 4, 2024, City of Dallas voters approved all 10 propositions comprising the 2024 General Obligation Bond Program totaling \$1.25B. The purpose of this memorandum is to provide the City Council with an update on the status of the development of the 5-Year plan for the 2024 Bond Program.

Overview

The Office of Bond and Construction Management has been working with the several City infrastructure departments to develop a prioritized list of projects that will be funded and completed within the next five (5) years.

Coordination among the client and project-executing departments will continue to be emphasized to ensure that the prioritization process is comprehensive and balanced, both financially and logistically, while also identifying potential scope or budget overlaps that may provide opportunities for cost savings and increased construction efficiency.

Elements that determine prioritization ranking may include, but not limited to, the following:

1. Source of funding
 - a. Matching funds which may require scheduling around availability,
 - b. Partnership agreements in place,
 - c. External deadlines to expend specific funds.
2. Overlapping projects or proximity projects with ability to coordinate or combine construction activities.
3. Design status: If projects are under design or are already design-completed.
4. Projects that are focused on equity and will provide benefit to a larger spectrum of community areas.
5. Projects that have longer design and completion process, which may take more years to complete.

Over the next couple of weeks, staff will be completing the priority matrix and prioritized list of projects and will present to the City Council in June 2024.

Should you have additional questions please contact Jenny Nicewander, Director of the Office of Bond and Construction Management, at Jennifer.nicewander@dallas.gov.

DATE May 17, 2024
SUBJECT 5-Year plan for the 2024 Bond Prioritization of Projects
PAGE 2 of 2



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

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
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Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **S&P Global Ratings Affirms 'A' Rating and Stable Outlook on Love Field Airport Modernization Corp. General Airport Revenue Bonds – RATING ACTION**

On May 8, 2024, S&P Global Ratings (S&P) affirmed its 'A' rating and stable outlook on the Love Field Airport Modernization Corp. (LFAMC) General Airport Revenue Bonds (GARBs) issued for Dallas Love Field Airport (DAL).

In the report, S&P notes “strong enplanement trends following the pandemic, showing growth every year since 2020, with 2023 enplanements coming in above prepandemic levels.” According to the report, DAL’s key credit strengths remain in its “role as an important provider of air service in the Dallas-Fort Worth MSA,” “very strong management and governance,” as well as, “strong financial metrics,” as evidenced by a healthy debt-to-net revenues ratio and debt service coverage (DSC) in fiscal 2023. The report also notes potential credit weaknesses, including “very high airline concentration, with Southwest Airlines comprising more than 95% market share,” and competition from nearby airports.

S&P previously upgraded the rating and outlook on the LFAMC GARBs in August 2021. The current S&P report states that, “enplanements will at least remain stable and likely grow given favorable demographic trends in the Dallas MSA, and that with limited capital needs, management will maintain its historically strong DSC,” and “could raise the rating with two-year outlook period if the airport improves and maintains its financial metrics, particularly its debt-to-net revenues levels.” This is a positive indicator of the future financial performance of DAL and the continued strength of the LFAMC credit profile.

Please find attached the report issued by S&P. If you have any questions or need further information, please do not hesitate to contact me.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
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Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

RatingsDirect®

Love Field Airport Modernization Corp., Texas; Airport

Primary Credit Analyst:

Alex Louie, Englewood + 1 (303) 721 4559; alex.louie@spglobal.com

Secondary Contact:

Scott Shad, Englewood (1) 303-721-4941; scott.shad@spglobal.com

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Credit Highlights

Outlook

Credit Opinion

Enterprise Risk Profile -- Strong

Financial Risk Profile -- Strong

Related Research

Love Field Airport Modernization Corp., Texas; Airport

Credit Profile

Love Field Airport Modernization Corp gen arpt rev rfdg bnds ser 2021 (AMT) due 11/01/2040		
<i>Unenhanced Rating</i>	A(SPUR)/Stable	Current
Love Field Airport Modernization Corp AIRPORTS		
<i>Long Term Rating</i>	A/Stable	Current

Many issues are enhanced by bond insurance.

Credit Highlights

- S&P Global Ratings' rating on Love Field Airport Modernization Corp. (LFAMC), Texas' general airport revenue bonds (GARBs), issued for Dallas Love Field airport (DAL), is A.
- The outlook is stable.

Security

Net airport system revenues, as made available by the city under a project financing agreement with the LFAMC, secure the bonds. A debt service reserve fund provides additional liquidity to bondholders. Legal provisions include a rate covenant equal to 1.25x debt service coverage (DSC) based on average annual debt service. Furthermore, an additional bonds test requires that historical net revenues, including passenger facility charges (PFCs) applied as a debt service offset, will provide at least 1.10x DSC or projected net revenues provide at least 1.25x DSC, respectively. We consider the bond provisions credit neutral.

As of April 2024, the airport had \$496 million in airport revenue bonds outstanding.

Credit overview

The rating reflects our opinion of the airport's strong enterprise risk profile and strong financial risk profile incorporating its role as an important provider of air service in the Dallas-Worth Worth metropolitan statistical area (MSA) and a key component of Southwest Airline's route network. Enplanement activity surpassed prepandemic levels by 5% in fiscal 2023 to 8.8 million, and year-to-date fiscal 2024 enplanements are trending favorably at 103% in February and 106% in March) compared with 2023 levels. The airport has maintained historically solid financial metrics that we expect will continue, supported by favorable demographic trends in the Dallas Forth Worth MSA.

Based on fiscal 2023 audited financial results and fiscal 2024 activity trends, we expect DAL will maintain DSC above 1.25x, a debt-to-net revenue ratio ranging from 5x-10x, and unrestricted cash above 250 days and 7.5% of debt.

The airport's key credit strengths, in our opinion, include:

- Strong enplanement trends following the pandemic, showing growth every year since 2020, with 2023 enplanements coming in above prepandemic levels, supported by the growing Dallas metropolitan area.
- Strong financial metrics, with strong coverage of more than 1.49x in fiscal 2023, debt-to-net revenues ratio around

6.00x and limited capital needs given the constrained land the airport operates on, and very strong liquidity with 621 days' cash on hand, an increase from pandemic-era liquidity that was adequate around 250 days' cash.

- Very strong management and governance assessment employing practical financial management practices to assist the airport in navigating a dynamic post-pandemic growth market.

Partially offsetting these strengths, in our view, are DAL's:

- Competition from Dallas-Fort Worth International Airport (DFW), one of the busiest and largest airports in the world.
- Very high airline concentration, with Southwest Airlines comprising more than 95% market share, followed by Delta Airlines.
- Limited room for growth, given its location and lack of land for additional terminals or development.

Environmental, social, and governance

Long-term credit stability is supported by favorable demographic trends and economic growth within the Dallas-Fort Worth MSA, and represents a social capital demographics opportunity that generates demand for the system. In addition, we analyzed DAL's risks related to environmental and governance factors and consider them neutral in our credit rating analysis.

Outlook

The stable outlook reflects our view that DAL's enplanements will at least remain stable and likely grow given favorable demographic trends in the Dallas MSA, and that with limited capital needs, management will maintain its historically strong DSC.

Downside scenario

We could lower the rating if financial metrics deteriorate and we expect these metrics will be sustained at lower levels, or if enplanement trends weaken materially, leading us to change our view of the airport's market position.

Upside scenario

We could raise the rating with the two-year outlook period if the airport improves and maintains its financial metrics, particularly its debt-to-net revenues ratio at levels that we consider very strong, and if the airport maintains very strong liquidity and DSC.

Credit Opinion

Enterprise Risk Profile -- Strong

Important airport serving a large MSA, but facing significant competition from DFW

Our strong market position assessment reflects the strong recovery in enplanements after the pandemic and continued growth where fiscal 2023 total enplanements (8.8 million) were 105% of prepandemic levels in 2019 . For the first two

months of 2024, the airport reported improved monthly enplanements at 3% and 6% higher than 2023, respectively.

The airport faces direct competition from DFW and is four miles north of Dallas' central business district. The airport is also a vital hub for Southwest Airlines, and the air carrier comprises more than 95% of market share at the airport, followed by Delta. We expect enplanement trends will continue at similar rates given strong economic activity in the Dallas-Forth Worth MSA.

Management and governance remains very strong

Our management and governance assessment remains unchanged, reflecting our view of the airport's strong risk and financial management. In our view, management has sufficient knowledge and experience to operate an airport of this size, which is evident in its very strong operations, even during the pandemic. As a wholly owned entity of the City of Dallas, the airport does not release its own statements or budgets but does have a five-year capital improvement plan (CIP) included yearly in the budget.

Financial Risk Profile -- Strong

Continued growth in the Dallas metropolitan area and growing enplanements will continue to support DAL's strong financial metrics.

Based on fiscal 2023 audited financial results, we believe that DAL will continue to maintain DSC above 1.25x, and a debt-to-new revenue ratio above 7.00x. DAL has received \$127.3 million in federal stimulus and has used the majority of the proceeds to pay off its commercial paper program and fund a some capital projects.

Liquidity has increased significantly in the past two years due to an infusion of federal stimulus aid, and improved-to-very strong levels, but we expect elevated reserve levels will moderate as the airport deploys some unspent remaining federal stimulus, bringing liquidity close to historical levels. After increasing to more than 800 days' in the fiscal 2022 audit, cash available declined to about 600 days', which is substantially higher than historical ranges at around 200 days' cash. We expect this will continue to slowly decline as the airport uses federal grants as a part of its capital plan.

The airport has limited capital needs, given space constraints on approximately 1,300 acres. DAL's most recent CIP is \$497.8 million, an amount that we consider moderate given the airport's size, with most projects funded by commercial paper and intended to rehabilitate existing runways and tarmacs. We do not expect the airport will issue significant debt in the outlook period and that it will continue to use grants and its aviation capital commercial program for near-term needs.

Love Field Airport Modernization Corp., Texas--Financial and operating data

	--Fiscal year ended Sept. 30--				
	2023	2022	2021	2020	2019
Financial performance					
Total operating revenue (\$000s)	185,572	167,339	146,826	132,045	154,344
Plus: interest income (\$000s)	9,905	-3,500	786	2,916	4,885
Plus: other committed recurring revenue sources (\$000s)	10,000	10,000	10,000	10,000	10,000

Love Field Airport Modernization Corp., Texas--Financial and operating data (cont.)

	--Fiscal year ended Sept. 30--				
	2023	2022	2021	2020	2019
Less: total O&M expenses and like transfers out, if any, net of noncash expenses	114,981	88,237	82,650	77,693	91,555
Numerator for S&P Global Ratings' coverage calculation (\$000s)	90,496	85,602	74,962	67,268	77,674
Total debt service (\$000s)	60,581	48,147	54,713	54,786	47,758
Denominator for S&P Global Ratings' coverage calculation (\$000s)	60,581	48,147	54,713	54,786	47,758
S&P Global Ratings-calculated coverage (x)	1.49	1.78	1.37	1.23	1.63
Debt and liabilities					
Debt (\$000s)	575,840	658,373	623,029	694,889	712,995
EBIDA (\$000s)	70,591	79,102	64,176	54,352	62,789
S&P Global Ratings-calculated net revenue (\$000s)	90,496	85,602	74,962	67,268	77,674
Debt to net revenue (x)	6.4	7.7	8.3	10.3	9.2
Debt to EBIDA (x)	8.2	8.3	9.7	12.8	11.4
Liquidity and financial flexibility					
Unrestricted cash and investments (\$000s)	199,622	203,724	46,738	51,938	62,512
Available liquidity, net of contingent liabilities (\$000s)	199,622	203,724	46,738	51,938	62,512
Unrestricted days' cash on hand	633.7	842.7	206.4	244.0	249.2
Available liquidity to debt (%)	34.7	30.9	7.5	7.5	8.8
Operating metrics - airport					
Total EPAX (000s)	8,674	7,841	5,634	5,062	8,310
Origin and destination EPAX (%)	67.0	67.0	67.0	67.0	66.0
Primary passenger airline carrier name	Southwest	Southwest	Southwest	Southwest	Southwest
Primary airline EPAX market share (%), including regional affiliates	96.1	96.5	95.0	95.0	93.7
Passenger airline revenue (\$000s)	104,931	94,293	98,301	88,246	85,338
Debt per EPAX (\$)	66.39	83.97	110.58	137.28	85.80
Airline cost per EPAX (\$)	12.10	12.03	17.45	17.43	10.27
Annual PFC revenue (\$000s)	30,972	28,404	20,499	15,805	29,404
PFC rate (\$)	4.50	4.50	4.50	4.50	4.50
Operating metrics - PFC					
Total EPAX (000s)	8,674	7,841	5,634	5,062	8,310
Origin and destination EPAX (%)	67.0	67.0	67.0	67.0	66.0
Primary passenger airline carrier name	Southwest	Southwest	Southwest	Southwest	Southwest
Primary airline EPAX market share (%), including regional affiliates	96.1	96.5	95.0	95.0	93.7
Passenger airline revenue (\$000s)	104,931	94,293	98,301	88,246	85,338
Airline cost per EPAX (\$)	12.10	12.03	17.45	17.43	10.27

Love Field Airport Modernization Corp., Texas--Financial and operating data (cont.)

	--Fiscal year ended Sept. 30--				
	2023	2022	2021	2020	2019
Stand-alone PFC debt per EPAX (\$)	N.A.	N.A.	N.A.	N.A.	N.A.

O&M--Operations and maintenance. EBIDA = Total operating revenue - total O&M expenses excl. noncash expenses. EPAX--Enplanements. PFC--Passenger facility charge. CFC--Customer facility charge. MADS--Maximum annual debt service. S&P Global Ratings-calculated net revenue = (Total operating revenue + other recurring nonoperating revenue committed to debt service) - total O&M expenses excl. noncash expenses. Available liquidity = unrestricted cash and investments + total contingent liquidity resources - contingent liabilities. Examples of total contingent liquidity resources include working capital line of credit and other available cash reserves not already included in unrestricted cash and investments. See Global Not-For-Profit Transportation Infrastructure Enterprises: Methodologies And Assumptions criteria for more S&P Global Ratings definitions and calculations. N.A.--Not available.

Related Research

Through The ESG Lens 3.0: The Intersection Of ESG Credit Factors And U.S. Public Finance Credit Factors, March 2, 2022

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Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Love Field Participation in the AirportNEXT Pilot Program**

Dallas Love Field is working in partnership with Airports Council International – North America (ACI-NA) on a new pilot program with the AirportNEXT team. This pilot program will help Dallas Love Field with:

- Creating a new dynamic new tool to track and improve stakeholder engagement & support
- Offering a powerful advocacy tool to demonstrate gaps in government policy and support
- Providing an objective, holistic approach to help prioritize funding and strategic requirements
- Creating a useful engagement tool to educate stakeholders on complexities of airport operations & capital improvements

The AirportNEXT program includes a survey that will be sent out to key stakeholder groups including:

- Airport vendors and contractors
- Airlines
- Food, beverage, and retail operators
- General aviation and other aviation service providers
- Business community leaders
- Tourism industry leaders
- Government and elected officials
- Economic development leaders

This is not a survey of passengers, as is the focus of many other airport surveys. The completed surveys are sent directly and confidentially to the AirportNEXT team. The Council will be sent an email and link from the Department of Aviation.

We appreciate your participation in completing this survey as we look to make continued improvements at Dallas Love Field.

DATE May 17, 2024
SUBJECT **Dallas Love Field Participation in the AirportNEXT Pilot Program**
PAGE **2 of 2**

If you have any questions or require additional information, please contact Patrick Carreno, Director of Aviation at (214) 670-6149 or patrick.carreno@dallas.gov.



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

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **DallasGo Update**

This memo is a follow-up to information previously provided about DallasGo, the City's new online payment platform. The new platform launched on Monday, March 25, 2024. As a security measure, customer banking information did not transfer to the new payment portal.

DallasGo offers more functionality and makes it easier for Dallas residents to pay Dallas Water Utilities (DWU) and other City of Dallas bills. Customers can quickly view bills, set up secure automatic payments, change payment methods or review account information. DallasGo also offers a convenient one-time payment option, without creating a profile or logging in, by using the Guest Pay feature.

We are pleased to share that since the implementation of DallasGo, over 47,586 customers have re-enrolled in Autopay and 85,897 customers have registered on DallasGo. Previously, 82,000 customers were enrolled in the ePay payment system. To date, we have received 180,244 payments out of 313,320 accounts on the new payment portal.

DallasGo continues to have a robust public education campaign that includes a DallasGo webpage with FAQs, emails to existing customers, direct mail to AutoPay customers, water bill inserts, messages on DWU invoices, City Council memos, print advertising, a social media campaign and DallasGo videos. Customer outreach efforts also include collaborating with 311's Dallas City Hall on the Go. DWU will continue its public education campaign in the community and on all platforms.

Customers have several options for obtaining assistance with setting up their DallasGo account. Customers may visit dallas.gov/DallasGo to learn more about DallasGo and to activate their DallasGo profile. If customers have any questions, they can send email to dallasgo@dallas.gov, use the QR code below, or call DWU Customer Service at 214-651-1441 between 8 a.m. and 5 p.m., Monday through Friday. Dallas 311 is addressing long hold times, which have increased due to the spike in calls, by implementing temporary staffing while simultaneously expediting the onboarding process for a new class of agents.

DATE May 17, 2024
SUBJECT **DallasGo Update**
PAGE **2 of 2**



Should you require additional information, please feel free to contact me or Sarah Standifer, Director of DWU at sarah.standifer@dallas.gov.

A handwritten signature in blue ink, appearing to read "M. Al-Ghafry", is written over a light blue circular scribble.

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

c: Kimberly Bizzor Tolbert, City Manager (I)
Tammy Palomino, City Attorney
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Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Emerald Ash Borer (EAB) - Update**

As part of the City Forestry Task Force response efforts, in coordination with the EAB Action Plan, the City has partnered with the Texas A&M Forest Service (TFS) and the Texas Department of Agriculture (TDA) to monitor EAB populations, initiate treatment of significant ash trees, and perform limited removal of infected trees if they pose a public safety concern. The City began preventative treatment of ash species during Fall 2022 with over 200 trees treated. As part of our Action Plan for monitoring across the City, 15 EAB traps were installed this fiscal year.

During the last week, EAB was confirmed and verified by city staff and the TFS in four locations within city limits: on the west side nearby the intersection of Texas Loop 12 and Interstate Highway 30, north side adjacent to 635, northeast near Northwest Hwy and on the south side in the Great Trinity Forest. As previously reported, EAB was found near Dowdy Ferry and IH20 during summer 2023.

Dallas County is currently in quarantine status along with Denton, Parker, and Tarrant counties; the quarantine is mandated by the State through the TDA. During the quarantine, the moving of ash wood, wood waste, and hardwood firewood products from within Dallas County to non-quarantined counties is prohibited. As of May 14, 2024, EAB has been found in 5 new Texas counties.

City staff will continue to monitor and track EAB and resume tagging and treating significant ash trees (i.e., 15" or larger in diameter in good condition or large groves of ash species). Infected ash trees that pose safety issues will be removed. We will provide additional updates as part of scheduled forestry updates at the Parks, Trails and Environment Committee. Additionally, the City continues to provide outreach opportunities and relevant information; residents and business owners may visit the [EAB Information Center](#) to find resources for their property.

DATE May 17, 2024
SUBJECT **Emerald Ash Borer (EAB) - Update**
PAGE **2 of 2**

Should you require additional information, please feel free to contact John Jenkins, Director of Park and Recreation at john.jenkins@dallas.gov, or Sarah Standifer, Director of DWU at sarah.standifer@dallas.gov.



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

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Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Budget Accountability Report – March 2024**

Please find attached the March Budget Accountability Report (BAR) based on information through March 31, 2024. You may view all published reports on the [Financial Transparency website](#). The monthly BAR provides a financial forecast for all operating funds, update on General Obligation Bond spending, economic indicators, status of Dallas 365, updates for highlighted budget initiatives, and status of active process improvement projects.

If you have any questions, please contact me or Janette Weedon, Director of Budget & Management Services.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

[Attachment]

c: Honorable Mayor and Members of the City Council
Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

BUDGET ACCOUNTABILITY REPORT FY 2023-24

As of March 31, 2024



Cover Photo Credit: "Trinity Flood Plain" by Don Raines, Jr., Planning & Urban Design



**Budget & Management
Services**

EXECUTIVE SUMMARY

Financial Forecast Report

Operating Fund	Year-End Forecast vs. Budget	
	Revenues	Expenses
General Fund	✓	✓
Aviation	✓	✓
Convention and Event Services	✓	✓
Development Services	9% under budget	✓
Municipal Radio	28% over budget	13% under budget
Sanitation Services	✓	✓
Storm Drainage Management	✓	✓
Dallas Water Utilities	✓	✓
Bond and Construction Management	✓	✓
Equipment and Fleet Management	✓	✓
Express Business Center	✓	✓
Information Technology	✓	✓
Radio Services	✓	✓
9-1-1 System Operations	✓	✓
Debt Service	✓	✓

✓ YE forecast within 5% of budget

Dallas 365

Year-to-Date

✓ 26
On Target

! 2
Near Target

✗ 7
Not on Target

Year-End Forecast

✓ 28
On Target

! 4
Near Target

✗ 3
Not on Target

Budget Initiative Tracker

● 4
Complete

⏸ 1
On Hold

✓ 29
On Track

! 1
At Risk

✗ 0
Canceled



FINANCIAL FORECAST REPORT

The Financial Forecast Report (FFR) provides a summary of financial activity through March 31, 2024, for the General Fund and other annual operating funds of the City. The Adopted Budget column reflects the budget adopted by City Council on September 22, 2023, effective October 1, 2023, through September 30, 2024. The Amended Budget column reflects City Council-approved transfers between funds and programs, department-initiated transfers between expense objects, approved use of contingency, and other amendments supported by revenue or fund balance.

Year-to-date (YTD) actual amounts represent revenue or expenses/encumbrances that have occurred through the end of the most recent accounting period. Departments provide the year-end (YE) forecast, which projects anticipated revenues and expenditures as of September 30, 2024. The variance is the difference between the FY 2023-24 amended budget and the YE forecast. Variance notes are provided when the YE forecast is +/- five percent of the amended budget and/or if YE expenditures are forecast to exceed the amended budget.

General Fund Overview

The General Fund overview provides a summary of financial activity through March 31, 2024.

	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$323,159,062	\$323,159,062		\$345,178,891	\$22,019,829
Revenues	1,837,576,470	1,840,372,470	1,396,017,286	1,838,639,099	(1,733,371)
Expenditures	1,837,576,470	1,840,372,470	855,560,889	1,843,835,925	3,463,455
Ending Fund Balance	\$323,159,062	\$323,159,062		\$339,982,065	\$16,823,003

Fund Balance. As of March 31, 2024, the beginning fund balance for the adopted and amended budgets and YE forecast reflects the FY 2022-23 audited unassigned ending fund balance and includes FY 2022-23 YE savings.

Revenues. Through March 31, 2024, General Fund revenues are projected to be \$1,733,000 under budget due to reduced property tax, sales tax, and miscellaneous revenues, partially offset by increased intergovernmental revenue and charges for service.

Expenditures. Through March 31, 2024, General Fund expenditures are projected to be \$3,463,000 over budget due to uniform overtime expenditures and increased supplies related to Dallas Fire-Rescue fleet maintenance and repair and street light maintenance, partially offset by salary savings from vacant uniform and non-uniform positions across General Fund departments.

FY 2023-24 Amended Budget. City Council amended the General Fund budget on:

- May 8, 2024, by ordinance #32723 in the amount of \$2,796,000 due to use of contingency reserve. This allocation will be used for Fair Park maintenance, Old City Park programming, and real estate appraisals and brokerage services.

FY 2023-24 Financial Forecast Report

GENERAL FUND REVENUE

Revenue Category		FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
1	Property Tax	\$1,047,595,636	\$1,047,595,636	\$1,017,103,969	\$1,046,173,537	(\$1,422,099)
2	Sales Tax	451,745,839	451,745,839	222,178,997	446,222,810	(5,523,029)
3	Franchise and Other	126,633,664	126,633,664	51,452,913	126,571,109	(62,555)
4	Charges for Services	117,236,140	117,236,140	63,695,884	118,941,938	1,705,798
5	Fines and Forfeitures	20,117,759	20,117,759	9,811,845	19,133,099	(984,660)
6	Operating Transfers In	28,086,049	30,882,049	8,842,156	30,882,049	0
7	Intergovernmental	16,177,900	16,177,900	9,880,427	21,052,734	4,874,834
8	Miscellaneous	9,882,543	9,882,543	2,799,027	8,827,734	(1,054,809)
9	Licenses and Permits	6,100,940	6,100,940	4,006,665	6,834,089	733,149
10	Interest	14,000,000	14,000,000	6,245,403	14,000,000	0
	Total Revenue	\$1,837,576,470	\$1,840,372,470	\$1,396,017,286	\$1,838,639,099	(\$1,733,371)

VARIANCE NOTES

General Fund revenue variance notes are provided below for revenue categories with YE forecast variances of +/- five percent and revenue with an amended budget.

2 Sales Tax. Based on actual collection trends and analysis provided by our contract economist, sales tax is projected to be \$5,523,000 under budget for FY 2023-24.

4 Charges for Services. Charges for Services revenue is projected to be \$1,706,000 over budget due to increased traffic control permits and increased revenue associated with State Fair patrol and emergency services, partially offset by lower-than-budgeted income from leasing City-owned property, reduced activity for the DPD Expanded Neighborhood Patrol (ENP) program, and reduced use of City of Dallas metered parking.

5 Fines and Forfeitures. Fines and Forfeitures revenue is projected to be \$985,000 under budget due to a decrease in auto pound storage fee collections and declines in citations filed with Dallas Municipal Court. Year-to-date revenue for citations is averaging 10 percent higher than the same reporting period last year, however a 6 percent decline in citations issued, primarily for non-traffic violations, is causing revenue projections to be \$598,000 under budget for FY 2023-24.

6 Operating Transfers In. The revenue budget for Operating Transfers In was amended on May 8, 2024 by ordinance #32723 in the amount of \$2,796,000 for Fair Park maintenance, Old City Park programming, and real estate appraisals and brokerage services.

7 Intergovernmental. Intergovernmental revenue is projected to be \$4,875,000 over budget due to higher-than-budgeted payments from the DFW Airport revenue-sharing agreement with the City of Euless, the City of Irving, and anticipated revenues from the school resource officer program.

8 Miscellaneous. Miscellaneous revenue is projected to be \$1,055,000 under budget due to a delay in implementing various traffic-related developer review fees and a delay in the online application and payment system for convenience store registration due to Payment Card Industry (PCI) compliance issues. Additionally, a court injunction halts enforcement and registration for the CCS short-term rental program resulting in reduced projected revenues.

FY 2023-24 Financial Forecast Report

GENERAL FUND EXPENDITURES

	Expenditure Category	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
	Non-uniform Pay	\$298,421,415	\$298,873,702	\$131,052,809	\$289,422,878	(\$9,450,824)
	Non-uniform Overtime	7,963,253	7,963,253	6,464,362	14,237,099	6,273,846
	Non-uniform Pension	42,275,230	42,245,830	19,248,383	42,245,831	0
	Uniform Pay	544,271,659	544,271,664	253,182,821	532,639,828	(11,631,836)
	Uniform Overtime	72,658,144	81,158,144	48,515,561	99,731,042	18,572,898
	Uniform Pension	187,861,142	187,857,480	86,818,841	184,787,283	(3,070,197)
	Health Benefits	97,632,432	97,632,434	27,995,521	97,632,434	0
	Workers Comp	13,051,299	13,051,300	13,051,300	13,051,300	0
	Other Personnel Services	14,204,686	14,205,250	6,526,190	14,568,210	362,960
1	Total Personnel Services	\$1,278,339,260	\$1,287,259,057	\$592,855,788	\$1,288,315,905	\$1,056,848
2	Supplies	92,646,763	92,975,589	44,106,203	98,552,034	5,576,445
3	Contractual Services	531,126,582	691,816,997	230,951,687	694,719,666	2,902,669
4	Capital Outlay	25,239,244	25,911,965	12,519,350	25,869,564	(42,401)
5	Reimbursements	(89,775,379)	(257,591,138)	(24,872,140)	(263,621,244)	(6,030,106)
	Total Expenditures	1,837,576,470	\$1,840,372,470	\$855,560,889	\$1,843,835,925	\$3,463,455

VARIANCE NOTES

General Fund expenditure variance notes are provided below for expenditure categories with YE forecast variances of +/- five percent. The Amended Budget column reflects department-initiated transfers between expense objects.

1 Personnel Services. Personnel Services are projected to be \$1,057,000 over budget due to uniform overtime expenses in Dallas Police Department (\$13,143,000), Dallas Fire-Rescue (\$5,430,000), and non-uniform overtime expenses, partially offset by salary savings associated with vacant uniform and non-uniform positions across General Fund departments. Dallas Police Department uniform overtime expenses are due in part to elevated attrition in FY 2022-23 and consistent demand for police services (P1 call volume). Dallas Fire-Rescue uniform overtime expenses are due to higher-than-anticipated attrition requiring backfill to meet minimum staffing standards.

2 Supplies. Supplies are projected to be \$5,576,000 over budget due to Dallas Fire-Rescue expenses for fleet maintenance and repair, reimbursed utility costs associated with Fair Park First, and street light maintenance.

3 Contractual Services. City Council increased the Contractual Services budget by \$159,316,000 on February 28, 2024 by ordinance #32663 in order to fund a transfer to the ARPA Redevelopment Fund. This funding will be used for the continuation of projects originally funded under the American Rescue Plan Act (ARPA). City Council also increased the Contractual Services budget by \$2,796,000 on May 8, 2024 by ordinance #32723 for Fair Park maintenance, Old City Park programming, and real estate appraisals and brokerage services.

5 Reimbursements. City Council increased Reimbursements budget by \$159,316,000 on February 28, 2024 by ordinance #32663 due to ARPA funding to be used for eligible Dallas Fire-Rescue salary expenses.



FY 2023-24 Financial Forecast Report

GENERAL FUND EXPENDITURES

#	Expenditure by Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
1	Budget & Management Services	\$4,420,110	\$4,420,110	\$1,734,890	\$4,410,235	(\$9,875)
2	Building Services	31,078,791	31,078,791	17,502,357	31,078,791	0
3	City Attorney's Office	23,799,058	23,799,058	10,047,810	23,546,355	(252,703)
4	City Auditor's Office	3,266,138	3,266,138	1,279,329	3,178,183	(87,955)
5	City Controller's Office	9,162,430	9,162,430	4,389,782	9,092,339	(70,091)
6	Independent Audit	767,071	767,071	757,500	767,071	0
7	City Manager's Office	3,389,700	3,809,497	1,483,780	3,905,064	95,567
8	City Marshal's Office	21,905,930	21,905,930	9,951,240	21,472,799	(433,131)
9	Jail Contract	8,594,776	8,594,776	3,581,157	8,594,776	0
10	City Secretary's Office	3,509,388	3,509,388	1,605,948	3,515,709	6,321
11	Elections	1,946,292	1,946,292	696,633	1,946,292	0
12	Civil Service	2,762,162	2,762,162	1,311,369	2,964,447	202,285
13	Code Compliance	45,562,455	45,562,455	18,762,796	45,133,252	(429,203)
14	Dallas Animal Services	19,180,051	19,180,051	10,630,798	19,463,543	283,492
15	Dallas Fire-Rescue	413,381,222	413,381,222	202,765,143	420,681,053	7,299,831
16	Dallas Municipal Court	8,370,958	8,370,958	3,896,048	8,032,552	(338,406)
17	Dallas Police Department	656,936,353	656,936,353	305,507,180	656,494,206	(442,147)
18	Data Analytics & Business Intelligence	6,108,162	6,108,162	2,531,338	6,108,162	0
19	Housing & Neighborhood Revitalization	6,920,100	6,920,100	2,272,907	6,815,481	(104,619)
20	Human Resources	9,186,760	9,186,760	4,829,084	9,599,610	412,850
21*	Judiciary	4,397,241	4,397,241	1,957,641	4,494,256	97,015
22	Library	43,489,755	43,489,755	19,237,430	43,466,506	(23,249)
	Management Services					
23	311 Customer Service Center	6,331,204	6,331,204	3,439,823	5,812,264	(518,940)
24*	Communications, Outreach, & Marketing	3,777,588	3,777,588	1,413,212	3,486,947	(290,641)
25	Office of Community Care	10,114,699	10,114,699	3,240,836	10,082,151	(32,548)
26	Office of Community Development	754,620	754,620	156,944	689,164	(65,456)
27	Office of Community Police Oversight	784,565	784,565	272,421	672,030	(112,535)
28	Office of Emergency Management	1,251,963	1,251,963	618,829	1,304,018	52,055
29	Office of Environmental Quality and Sustainability	6,244,743	6,244,743	4,500,072	5,961,518	(283,225)
30	Office of Equity and Inclusion	3,785,554	3,785,554	1,668,142	3,705,931	(79,623)
31	Office of Government Affairs	1,112,725	1,112,725	514,424	1,042,443	(70,282)
32	Office of Homeless Solutions	17,850,149	17,850,149	13,463,161	17,850,149	0
33	Office of Integrated Public Safety Solutions	5,822,887	5,822,887	1,680,754	5,822,887	0
34	Small Business Center	4,354,640	4,354,640	1,114,724	4,204,871	(149,769)
35	Mayor & City Council	7,399,447	7,399,447	2,909,240	7,287,274	(112,173)
36	Non-Departmental	128,443,112	128,443,112	18,636,743	128,443,112	0
37	Office of Arts & Culture	23,180,773	23,180,773	20,105,112	23,110,118	(70,655)
38	Office of Economic Development	3,679,042	3,679,042	2,219,303	3,678,457	(585)
39	Park & Recreation	120,076,933	122,236,933	61,714,423	122,236,933	0
40	Planning & Urban Design	8,024,033	8,024,033	2,681,199	7,512,992	(511,041)
41	Procurement Services	3,500,823	3,500,823	1,244,900	3,157,813	(343,010)
42	Public Works	88,552,090	89,188,090	57,217,176	89,188,090	0
43	Transportation	59,125,541	59,125,541	26,629,352	58,971,444	(154,097)
	Total Departments	\$1,832,302,034	\$1,835,517,831	\$852,172,948	\$1,838,981,286	\$3,463,455
44	Financial Reserves		0	0	0	0
45	Liability/Claims Fund Transfer	3,387,941	3,387,941	3,387,941	3,387,941	0
46	Salary & Benefit Stabilization	1,886,495	1,466,698	0	1,466,698	0
	Total Expenditures	\$1,837,576,470	\$1,840,372,470	\$855,560,889	\$1,843,835,925	\$3,463,455

*BMS did not receive a department update for the March reporting month. Forecast was prepared by BMS staff.



VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

7 City Manager's Office. City Council increased CMO's budget by \$420,000 on May 8, 2024 by ordinance #32723 for anticipated termination payouts for the City Manager. CMO is projected to be \$96,000 over budget due to salary expenses related to position classification actions to better meet department operations and executive support functions, partially offset by salary savings associated with vacant positions.

10 City Secretary's Office. SEC is projected to be \$6,000 over budget due to termination payouts for retiring employees, partially offset by salary savings associated with two vacant positions.

12 Civil Service. CVS is projected to be \$202,000 over budget due to salary expenses associated with prior year elimination of funding for vacant positions, one of which was already filled, and hiring above the budgeted vacancy rate.

14 Dallas Animal Services. DAS is projected to be \$283,000 over budget due to animal food, security services, day labor, and professional service expenditures as a result of shelters being over capacity, partially offset by salary savings associated with 31 vacant positions.

15 Dallas Fire-Rescue. DFR is projected to be \$7,300,000 over budget due to uniform overtime expenses, the high cost of repairs to fire engines damaged in accidents, and costs of parts and labor for routine maintenance expenses.

20 Human Resources. HR is projected to be \$413,000 over budget due to temporary staffing expenses associated with Workday implementation.

21 Judiciary. CTJ is projected to be \$97,000 over budget due to salary expenses associated with prior year elimination of funding for vacant positions, that are now forecast to be filled.

23 311 Customer Service Center. 311 is projected to be \$519,000 under budget due to salary savings from 30 vacant positions.

24 Communications, Outreach, & Marketing. COM is projected to be \$291,000 under budget due to salary savings associated with four vacant positions.

26 Office of Community Development. CDV is projected to be \$65,000 under budget due to salary savings associated with three vacant positions.

27 Office of Community Police Oversight. OCPO is projected to be \$113,000 under budget due to salary savings associated with one vacant position.

28 Office of Emergency Management. OEM is projected to be \$52,000 over budget due to termination payouts for retiring employees, partially offset by salary savings associated with two vacant positions.

31 Office of Government Affairs. OGA is projected to be \$70,000 under budget due to salary savings associated with two vacant positions.

35 Mayor & City Council. MCC is projected to be \$112,000 under budget due to salary savings associated with 10 vacant position, partially offset by expenses related to the relocation of a community district office and the City Council lunch catering contract.

39 Park & Recreation. City Council increased PKR's budget by \$2,160,000 on May 8, 2024 by ordinance #32723 for Fair Park building and grounds maintenance and Old City Park programming costs for summer 2024.

VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

40 Planning & Urban Design. PNV is projected to be \$511,000 under budget due to salary savings associated with 17 vacant positions.

41 Procurement Services. OPS is projected to be \$343,000 under budget due to salary savings associated with 12 vacant positions.

42 Public Works. City Council increased PBW's budget by \$636,000 on May 8, 2024 by ordinance #32723 for appraisal costs, brokerage services, and Request for Proposals (RFP) development services for potential redevelopment of city-owned properties.

46 Salary & Benefit Stabilization. The FY 2023-24 Budget Ordinance authorizes the City Manager to transfer appropriations from S&B to any department as allowed by City Charter Chapter XI (Section 3). \$420,000 was transferred to CMO to address overages related to termination payouts.

FY 2023-24 Financial Forecast Report

ENTERPRISE FUNDS

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
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1 AVIATION

Beginning Fund Balance	\$87,104,190	\$87,104,190		\$108,814,479	\$21,710,289
Total Revenues	182,592,444	182,592,444	96,479,197	185,489,950	2,897,506
Total Expenditures	184,832,684	184,832,684	89,256,594	184,832,684	0
Ending Fund Balance	\$84,863,950	\$84,863,950		\$109,471,745	\$24,607,795

2 CONVENTION & EVENT SERVICES

Beginning Fund Balance	\$56,656,767	\$56,656,767		\$69,854,331	\$13,197,564
Total Revenues	137,145,998	137,145,998	54,002,421	140,784,673	3,638,675
Total Expenditures	137,145,998	152,931,223	46,906,053	152,931,223	0
Ending Fund Balance	\$56,656,767	\$40,871,542		\$57,707,781	\$16,836,239

3 DEVELOPMENT SERVICES

Beginning Fund Balance	\$20,815,859	\$20,815,859		\$19,390,635	(\$1,425,224)
Total Revenues	45,465,884	45,465,884	16,691,920	41,465,169	(4,000,715)
Total Expenditures	53,952,347	53,952,347	23,128,059	53,714,172	(238,175)
Ending Fund Balance	\$12,329,396	\$12,329,396		\$7,141,631	(\$5,187,765)

4 MUNICIPAL RADIO*

Beginning Fund Balance	\$337,211	\$337,211		\$176,692	(\$160,519)
Total Revenues	636,398	636,398	179,917	816,355	179,957
Total Expenditures	636,398	636,398	392,691	552,119	(84,279)
Ending Fund Balance	\$337,211	\$337,211		\$440,928	\$103,717

5 SANITATION SERVICES

Beginning Fund Balance	\$23,377,689	\$23,377,689		\$20,910,931	(\$2,466,758)
Total Revenues	152,709,535	152,709,535	81,002,175	159,952,209	7,242,674
Total Expenditures	153,689,531	153,689,531	56,780,795	153,689,531	0
Ending Fund Balance	\$22,397,693	\$22,397,693		\$27,173,609	\$4,775,916

6 STORM DRAINAGE MANAGEMENT—DALLAS WATER UTILITIES

Beginning Fund Balance	\$9,962,402	\$9,962,402		\$21,744,930	\$11,782,528
Total Revenues	80,093,972	80,093,972	39,265,409	80,093,972	0
Total Expenditures	80,093,972	89,089,948	33,637,880	89,089,948	0
Ending Fund Balance	\$9,962,402	\$966,426		\$12,748,954	\$11,782,528

7 WATER UTILITIES

Beginning Fund Balance	\$97,247,412	\$97,247,412		\$157,544,609	\$60,297,197
Total Revenues	791,276,133	791,276,133	389,459,960	799,381,746	8,105,613
Total Expenditures	791,275,376	865,275,376	356,258,146	865,275,376	0
Ending Fund Balance	\$97,248,169	\$23,248,169		\$91,650,979	\$68,402,810

*BMS did not receive a department update for the March reporting month. Forecast was prepared by BMS staff.

FY 2023-24 Financial Forecast Report

INTERNAL SERVICE FUNDS

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
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8 BOND & CONSTRUCTION MANAGEMENT

Beginning Fund Balance	\$64,982	\$64,982		(\$243,843)	(\$308,825)
Total Revenues	22,043,477	22,043,477	4,573,246	21,454,020	(589,457)
Total Expenditures	22,043,477	22,043,477	9,395,997	21,210,177	(833,300)
Ending Fund Balance	\$64,982	\$64,982		\$0	(\$64,982)

9 EQUIPMENT & FLEET MANAGEMENT

Beginning Fund Balance	\$6,399,526	\$6,399,526		\$5,511,197	(\$888,329)
Total Revenues	68,778,781	71,089,693	14,376,779	71,089,693	0
Total Expenditures	71,794,210	74,105,122	34,472,192	74,052,121	(53,001)
Ending Fund Balance	\$3,384,097	\$3,384,097		\$2,548,769	(\$835,328)

10 EXPRESS BUSINESS CENTER

Beginning Fund Balance	\$7,212,164	\$7,212,164		\$6,268,575	(\$943,589)
Total Revenues	2,868,790	2,868,790	1,085,355	2,906,021	37,231
Total Expenditures	2,152,280	2,152,280	949,338	2,195,153	42,873
Ending Fund Balance	\$7,928,674	\$7,928,674		\$6,979,442	(\$949,232)

11 INFORMATION TECHNOLOGY

Beginning Fund Balance	\$19,328,923	\$19,328,923		\$21,691,826	\$2,362,903
Total Revenues	121,639,867	121,639,867	58,547,108	121,677,168	37,301
Total Expenditures	131,784,124	131,784,124	72,391,845	131,760,223	(23,901)
Ending Fund Balance	\$9,184,666	\$9,184,666		\$11,608,771	\$2,424,105

12 RADIO SERVICES

Beginning Fund Balance	\$2,825,954	\$2,825,954		\$6,283,792	\$3,457,838
Total Revenues	22,264,018	22,264,018	11,974,121	22,383,102	119,084
Total Expenditures	18,873,781	18,873,781	6,327,927	18,872,310	(1,471)
Ending Fund Balance	\$6,216,191	\$6,216,191		\$9,794,584	\$3,578,393

FY 2023-24 Financial Forecast Report

OTHER FUNDS

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
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13 9-1-1 SYSTEM OPERATIONS

Beginning Fund Balance	\$4,811,495	\$4,811,495		\$9,451,258	\$4,639,763
Total Revenues	12,897,076	12,897,076	5,341,337	13,246,364	349,288
Total Expenditures	12,866,761	12,866,761	6,358,203	12,724,608	(142,153)
Ending Fund Balance	\$4,841,810	\$4,841,810		\$9,973,014	\$5,131,204

14 DEBT SERVICE

Beginning Fund Balance	\$114,061,997	\$114,061,997		\$100,972,008	(\$13,089,989)
Total Revenues	443,871,742	443,871,742	394,370,621	447,496,818	3,625,076
Total Expenditures	420,687,511	420,687,511	286,897,123	403,341,437	(17,346,075)
Ending Fund Balance	\$137,246,228	\$137,246,228		\$145,127,390	\$7,881,162

15 EMPLOYEE BENEFITS

City Contributions	\$134,878,640	\$134,878,640	\$37,131,615	\$134,947,865	\$69,225
Employee Contributions	46,665,178	46,665,178	23,987,135	46,665,178	0
Retiree	25,583,019	25,583,019	10,526,940	25,583,019	0
Other	0	0	14,942	14,942	14,942
Total Revenues	207,126,836	207,126,836	71,660,632	207,211,004	84,168
Total Expenditures	\$205,942,598	\$205,942,598	\$52,554,932	\$212,181,294	\$6,238,696

Note: FY 2023-24 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported (IBNR) claims.

16 RISK MANAGEMENT

Worker's Compensation	\$18,362,599	\$18,362,599	\$19,115,008	\$19,115,008	\$752,409
Third Party Liability	10,033,670	10,033,670	9,972,136	10,033,670	0
Purchased Insurance	18,139,030	18,139,030	18,124,438	18,124,438	(14,592)
Interest and Other	0	0	336,996	336,996	336,996
Total Revenues	46,535,299	46,535,299	47,548,578	47,610,113	1,074,814
Total Expenditures	\$60,094,967	\$60,094,967	\$24,917,898	\$57,875,254	(\$2,219,713)

Note: FY 2023-24 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects the total current liability for Risk Management (worker's compensation/liability/property insurance).

VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summaries include the beginning fund balance with the YE revenue and expenditure forecasts. As of March 31, 2024, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2022-23 audited unassigned ending fund balance and includes FY 2022-23 YE savings. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, YE forecast projected to exceed budget, or projected use of fund balance.

1 Aviation. AVI revenues are projected to be \$2,898,000 over budget due to greater-than-forecasted enplanements which has driven higher garage parking, concessions, terminal rental, and landing fee revenues.

2 Convention & Event Services. City Council increased CCT's expense budget by \$15,785,000 on May 8 by ordinance #32723 for a capital construction transfer. CCT revenues are projected to be \$3,639,000 over budget due to increased tourism related revenues, specifically Hotel Occupancy Tax (HOT) and Alcohol Beverage Tax (ABT).

3 Development Services. DEV revenues are projected to be \$4,001,000 under budget due to delayed implementation of the 2023 fee recommendations. City Council approved the fee updates on March 27, 2024; the new fees will go into effect on May 1, 2024.

4 Municipal Radio. WRR revenues are projected to be \$180,000 over budget due to the inclusion of revenues not accounted for in FY 2022-23, but now recognized in FY 2023-24. WRR expenses are projected to be \$84,000 under budget due to Pension Bond Debt Service costs lower than initially budgeted to reflect updated staffing.

5 Sanitation Services. SAN revenues are projected to be \$7,243,000 over budget due to higher volume of disposal business from commercial haulers.

6 Storm Drainage Management. City Council increased SDM's expense budget by \$5,996,000 on December 13 by resolution 23-1699 for a construction contract with Merrell Bros, Inc. for dredging at five locations and by \$3,000,000 on May 8, 2024 by ordinance #32723 for a capital construction transfer.

7 Water Utilities. City Council increased DWU's expense budget by \$74,000,000 on May 8, 2024 by ordinance #32723 for a transfer to capital construction. DWU revenues are projected to be \$8,106,000 over budget due to higher water consumption.

8 Bond & Construction Management. BCM revenues are projected to be \$589,000 under budget due to lower expenses. BCM expenses are projected to be \$833,000 under budget due to salary savings associated with 47 vacant positions. BCM charges each capital project budget for project implementation costs. Savings in actual implementation expenses result in fewer charges to the capital project.

9 Equipment and Fleet Management. City Council increased EFM's expense budget by \$2,311,000 on May 8, 2024 by ordinance #32723 for a capital construction transfer.

10 Express Business Center. EBC revenues are projected to be \$37,000 over budget due to interest earnings and surplus revenues from retail items, copies, and notary services. EBC expenses are projected to be \$43,000 over budget due to temporary staffing costs to cover vacant positions.

11 Information Technology. ITS revenues are projected to be \$37,000 over budget due to interest earnings.

12 Radio Services. Radio Services revenues are projected to be \$119,000 over budget due to interest earnings.

VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summaries include the beginning fund balance with the YE revenue and expenditure forecasts. As of March 31, 2024, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2022-23 audited unassigned ending fund balance and includes FY 2022-23 YE savings. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, YE forecast projected to exceed budget, or projected use of fund balance.

13 9-1-1 System Operations. 9-1-1 System Operations revenues are projected to be \$349,000 over budget due to increased 9-1-1 fee collections for residential and commercial wireline services based on year-to-date receipts.

14 Debt Service. Debt Service revenues are projected to be \$3,625,000 over budget due to delayed transfers from SAN related to Equipment Acquisition Contractual Obligation, Series 2023, and from unbudgeted transfers from Stormwater and Fair Park for Certificates of Obligation, Series 2024A, partially offset by reduced property tax revenues. Debt Service expenses are projected to be \$17,346,000 below budget primarily due to the postponement of a Master Lease program, the refunding of the General Obligation Refunding and Improvement Bonds, Series 2013A and Series 2014, as well as a more advantageous debt structure for a litigation judgement, General Obligation Refunding Bonds Series 2024A.

15 Employee Benefits. Employee Benefits revenues are projected to be \$84,000 over budget due to interest earnings and City Contributions based on forecast usage. Employee Benefits expenses are projected to be \$6,239,000 over budget due to the increased cost of inpatient and outpatient medical and pharmacy claims from October 2023 to February 2024. The 2024 health plan enrollment also increased by 434 participants. The resulting effect is an estimated 3.7 percent increase in the enrollment in comparison to last fiscal year.

16 Risk Management. Risk Management revenues are projected to be \$1,075,000 over budget due to interest earnings and higher-than-budgeted Worker's Compensation subrogation recovery. Risk Management expenses are projected to be \$2,220,000 under budget due to lower-than-budgeted insurance claims and a delay in anticipated claims that have been moved from FY 2023-24 to FY 2024-25.

FY 2023-24 Financial Forecast Report

GENERAL OBLIGATION BONDS**2017 Bond Program**

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
A	Street and Transportation	\$533,981,000	\$533,981,000	\$351,190,307	\$124,363,844	\$58,426,849
B	Park and Recreation Facilities	261,807,000	261,807,000	182,573,886	12,374,777	66,858,337
C	Fair Park	50,000,000	50,000,000	42,513,657	1,928,705	5,557,637
D	Flood Protection and Storm Drainage	48,750,000	48,750,000	21,263,324	15,134,509	12,352,167
E	Library Facilities	15,589,000	15,589,000	14,918,344	166,261	504,396
F	Cultural and Performing Arts Facilities	14,235,000	14,235,000	13,219,909	345,632	669,459
G	Public Safety Facilities	32,081,000	32,081,000	27,313,754	189,984	4,577,261
H	City Facilities	18,157,000	18,157,000	3,753,866	501,256	13,901,878
I	Economic Development	55,400,000	55,400,000	22,687,527	9,460,131	23,252,342
J	Homeless Assistance Facilities	20,000,000	20,000,000	17,428,025	88,383	2,483,592
Total		\$1,050,000,000	\$1,050,000,000	\$696,862,599	\$164,553,483	\$188,583,919

2012 Bond Program

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
1	Street and Transportation Improvements	\$260,625,000	\$266,938,887	\$260,924,293	\$3,161,575	\$2,853,019
2	Flood Protection and Storm Drainage Facilities	326,375,000	326,375,000	255,803,984	59,254,282	11,316,734
3	Economic Development	55,000,000	55,000,000	39,111,855	5,025,181	10,862,964
Total		\$642,000,000	\$648,313,887	\$555,840,131	\$67,441,038	\$25,032,718

2006 Bond Program

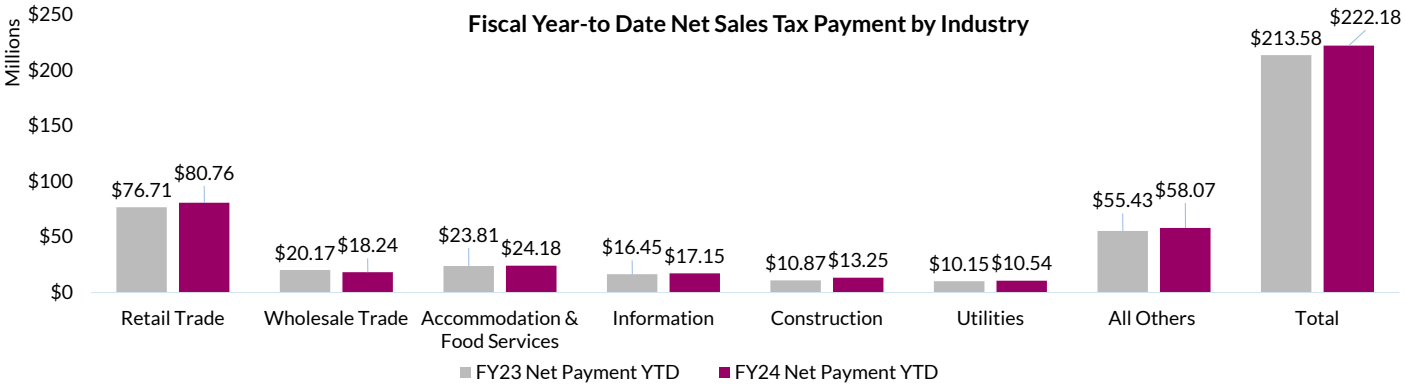
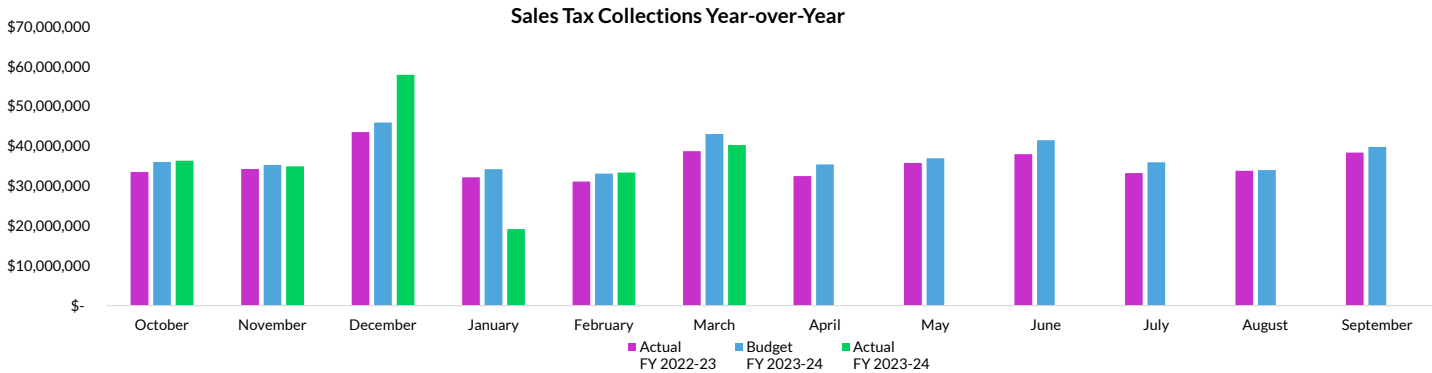
Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
1	Street and Transportation Improvements	\$390,420,000	\$406,490,554	\$393,810,247	\$7,996,294	\$4,684,013
2	Flood Protection and Storm Drainage Facilities	334,315,000	342,757,166	307,166,025	10,177,258	25,413,883
3	Park and Recreation Facilities	343,230,000	353,343,060	350,012,701	916,250	2,414,109
4	Library Facilities	46,200,000	52,148,600	47,675,319	54,692	4,418,589
5	Cultural Arts Facilities	60,855,000	63,821,447	63,151,488	46,127	623,831
6	City Hall, City Service and Maintenance Facilities	34,750,000	36,216,478	33,309,338	303,727	2,603,412
7	Land Acquisition Under Land Bank Program	1,500,000	1,500,000	1,474,169	0	25,831
8	Economic Development	41,495,000	45,060,053	42,735,357	2,075,221	249,475
9	Farmers Market Improvements	6,635,000	6,933,754	6,584,013	0	349,741
10	Land Acquisition in the Cadillac Heights Area	22,550,000	22,727,451	11,818,529	22,150	10,886,772
11	Court Facilities	7,945,000	8,146,606	7,869,762	0	276,844
12	Public Safety Facilities and Warning Systems	63,625,000	66,072,938	65,385,969	411,256	275,714
Total		\$1,353,520,000	\$1,405,218,107	\$1,330,992,919	\$22,002,975	\$52,222,213

Note: The tables above reflect expenditures and encumbrances recorded in the City's financial system of record. They do not include commitments that have not yet been recorded in the system, such as amounts recently approved by City Council.

ECONOMIC INDICATORS

Sales Tax

The current sales tax rate is 8.25 percent - 6.25 percent goes to the state, one percent to the City, and one percent to DART. The FY 2023-24 Sales Tax Budget is \$451,745,839 and the year-end forecast is \$446,222,810 due to actual collection trends and analysis provided by our contract economist. We will update the forecast throughout the year as additional information becomes available. The charts in this section provide more information about sales tax collections.



FY 2023-24 Financial Forecast Report

ECONOMIC INDICATORS

Year-over-Year Change in Sales Tax Collections		
Industry	March FY24 over March FY23	FYTD24 over FYTD23
Retail Trade	4%	5%
Wholesale Trade	-8%	-10%
Accommodation and Food Services	3%	2%
Information	12%	4%
Construction	49%	22%
Utilities	2%	4%
All Others	0%	5%
Total Collections	4%	4%

Retail Trade. Includes establishments engaged in selling (retailing) merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. The retailing process is the final step in the distribution of merchandise, so retailers are organized to sell merchandise in small quantities to the general public.

Wholesale Trade. Includes establishments engaged in wholesaling merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. Wholesalers are organized to sell or arrange the purchase or sale of (a) goods for resale to other wholesalers or retailers, (b) capital or durable non consumer goods, and (c) raw and intermediate materials and supplies used in production.

Accommodation and Food Services. Includes establishments providing customers with lodging and/or preparing meals, snacks, and beverages for immediate consumption.

Information. Includes establishments engaged in (a) producing and distributing information and cultural products, (b) providing the means to transmit or distribute these products as well as data or communications, and (c) processing data.

Construction. Includes establishments primarily engaged in the construction of buildings or engineering projects (e.g., highways and utility systems). Establishments primarily engaged in the preparation of sites for new construction or in subdividing land for sale as building sites are also included in this sector.

Utilities. Includes establishments providing electric power, natural gas, steam supply, water supply, and sewage removal.

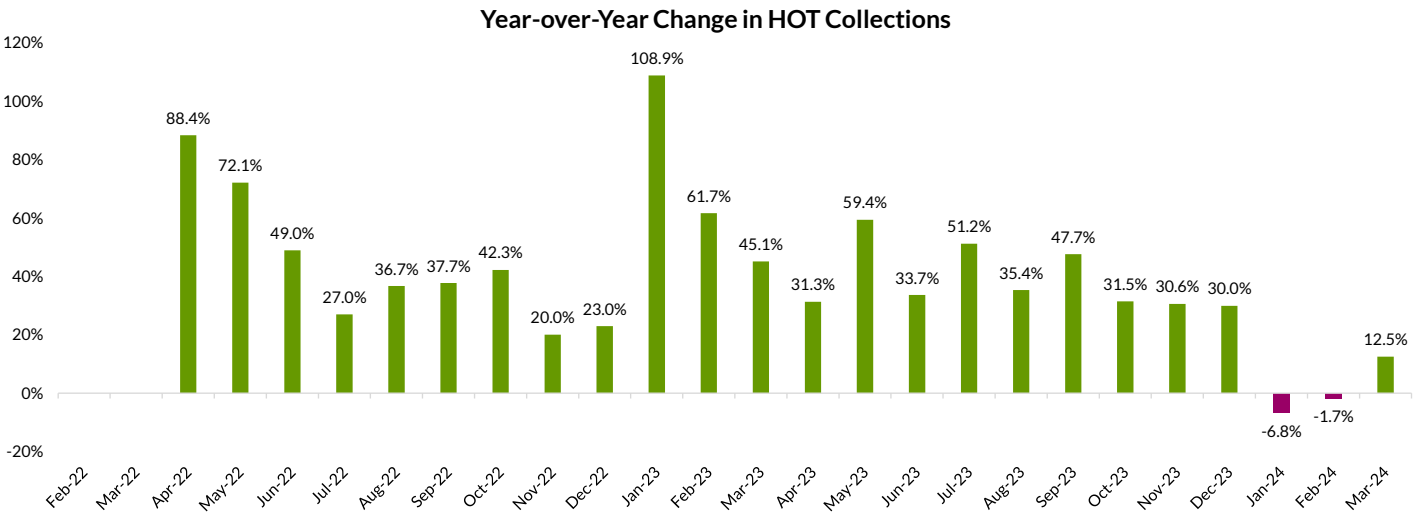
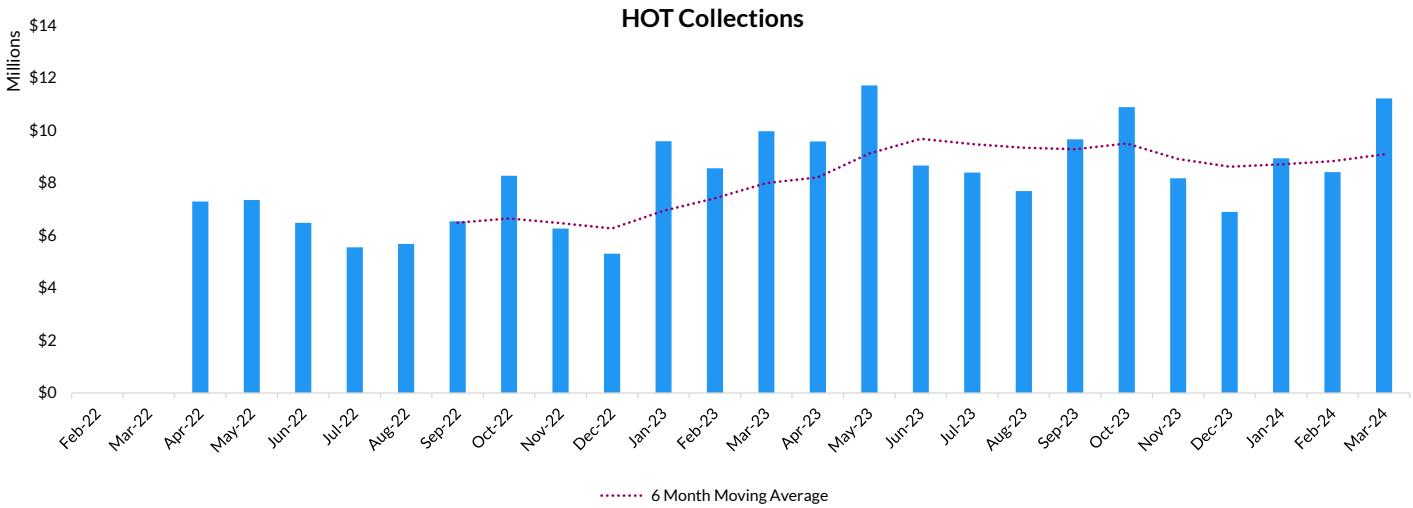
All Others. Includes but is not limited to manufacturing, professional and business services, financial activities, education and health services, and natural resources and mining.

FY 2023-24 Financial Forecast Report

ECONOMIC INDICATORS

Hotel Occupancy Tax

The City collects hotel occupancy taxes (HOT) on hotel, motel, bed and breakfast, and short-term rentals in the city limits. The HOT rate in Dallas is 15 percent of the cost of the room (not including food served or personal services not related to cleaning and readying the space for the guest)—six percent goes to the state, and nine percent goes to the City. Of the nine percent to the city, two percent is to be used for the Convention Center Expansion and the Fair Park Facilities Venue Projects and seven percent is allocated for Visit Dallas, Office of Arts and Culture, and Kay Bailey Hutchison Convention Center Dallas. HOT is the largest single revenue source for the Kay Bailey Hutchison Convention Center, and data is typically updated every two months.



Beginning November 2022, the HOT rate collected by the City of Dallas increased from seven to nine percent. HOT allocations including the additional two percent are reflected beginning in January 2023.

January 2024 and February 2024 data were revised to include HOT revenues related to Fair Park and Omni.



FY 2023-24 Financial Forecast Report

ECONOMIC INDICATORS

Convention Center Event Bookings

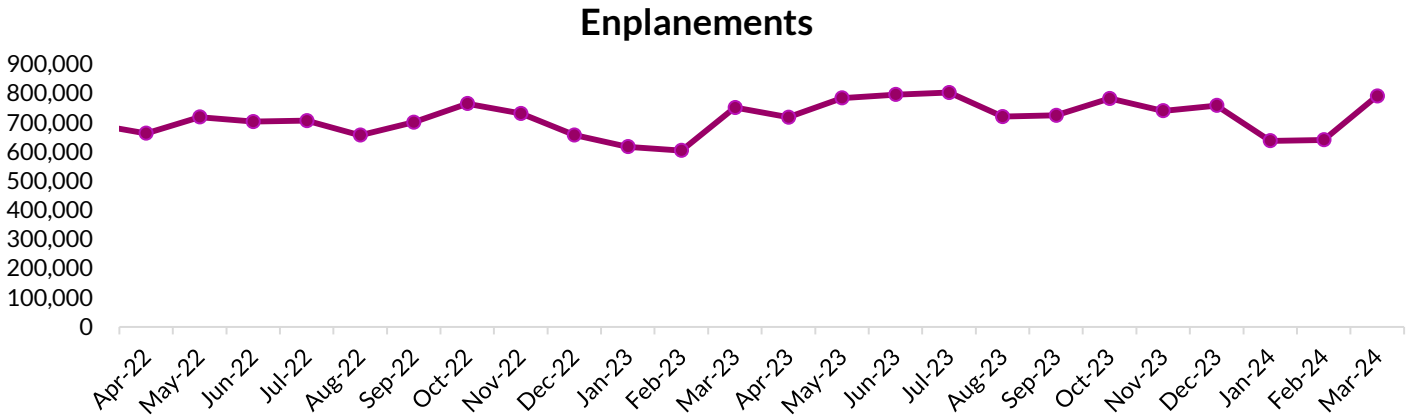
The table below lists the number of actual, planned, and forecast events at the KBHCCD for the last three fiscal years. Please note if no event takes place, it results in an equal reduction in revenue and expenses.

	FY22 Actual	FY23 Actual	FY24 Planned	FY24 Actual/Forecast*
October	6	10	11	11
November	5	2	4	4
December	9	12	6	7
January	4	5	7	10
February	10	14	10	15
March	13	10	8	11
April	8	6	3	3
May	6	10	9	8
June	11	12	9	9
July	4	5	6	5
August	8	5	7	7
September	10	5	3	3
Total	94	96	83	93

* Due to shifts in cancellations and rescheduling, FY24 actuals for prior months may be updated.

Love Field Enplanements

An enplanement is when a revenue-generating passenger boards an aircraft. Enplanements are the most important air traffic metric because enplaned passengers directly or indirectly generate 80 percent of Aviation revenues. Typically, Aviation generates only 20 percent of total operating revenues from non-passenger-related activities.

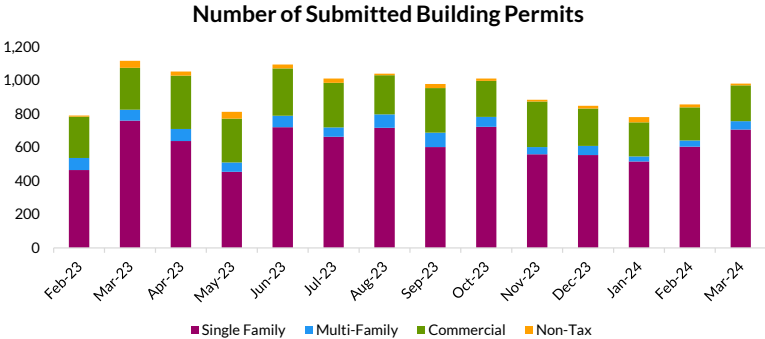


FY 2023-24 Financial Forecast Report

ECONOMIC INDICATORS

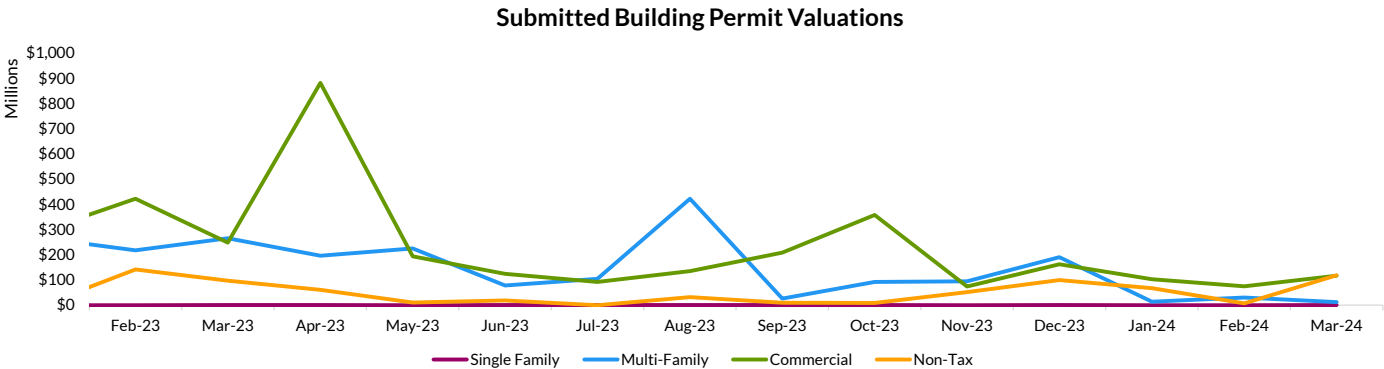
Building Permits

Building permits (required for all construction in Dallas) can provide insight into upcoming activity in the housing market and other areas of the economy. Permits are a key indicator of the confidence developers have in the economy; likewise, a decline can indicate developers do not anticipate economic growth in the near future. In some cities, this measure may be a leading indicator of property tax value growth, but in Dallas, the property tax forecast model includes other variables like wage/job growth, housing supply, gross domestic product, population, vacancy rates, and others.



Source: Data from POSSE Land Management software (Development Services)

*October 2023 to December 2023 were revised to reflect submitted building permit data



*Single-family home valuations are estimations only.

**October 2023 to December 2023 were revised to reflect submitted building permit data



DALLAS 365

The Dallas 365 initiative aligns 35 key performance measures to our eight strategic priorities. The department responsible for each measure is noted at the end of the measure’s description, and last year’s performance is included if available. If FY 2023-24 data is not available, N/A is listed.

Year-to-date (YTD) and year-end (YE) targets are presented for each measure. YTD targets may vary based on seasonality of the work. Each month, we compare 1) the YTD target with the actual performance for the current reporting period and 2) the YE target with the department’s forecasted performance as of September 30, 2023.

Measures are designated “on target” (green) if actual YTD performance is equal to or greater than the YTD target. If actual YTD performance is within five percent of the YTD target, it is “near target” (yellow). Otherwise, the measure is designated “not on target” (red). The same methodology applies to YE forecasts. Variance notes are provided for each red measure.



#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
Economic Development						
1*	Average number of business days to complete first review of residential permit application (Development Services)	8	7	1	10	8
2*	Average number of business days to complete first review of commercial permit application (Development Services)	2	15	10	15	15
3	Percentage of attracted private investment documented by contract that occurs in Target Areas (Office of Economic Development)	N/A	40.0%	100.0%	40.0%	48.0%
4	Percentage spent with local businesses (Small Business Center)	59.0%	40.0%	37.6%	40.0%	40.0%
5	Percentage of dollars spent with local M/WBE businesses (Small Business Center)	80.9%	70.0%	75.5%	70.0%	75.5%
Government Performance & Financial Management						
6	Percentage of invoices paid within 30 days (City Controller's Office)	79.7%	85.0%	79.9%	85.0%	82.6%
7	Percentage of vehicles receiving preventive maintenance on schedule (Compliance I) (Equipment & Fleet Management)	N/A	65.0%	75.4%	65.0%	65.0%
8	Percentage of customers satisfied with call experience (311 Customer Service Center)	89.1%	88.0%	92.4%	88.0%	92.4%

* For most measures, high values indicate positive performance, but for these measures, the reverse is true.



FY 2023-24 Dallas 365

#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
9	Completion rate for informal solicitations (Procurement Services)	22.2%	80.0%	90.7%	80.0%	90.7%
Housing & Homelessness Solutions						
10	Percentage of development funding leveraged by private sources (Housing & Neighborhood Revitalization)	89.7%	60.0%	80.8%	60.0%	60.0%
11	Percentage of service requests resolved within 21 days (Office of Homeless Solutions)	87.0%	85.0%	92.7%	85.0%	92.7%
12	Percentage of beds utilized under the Pay-to-Stay program (Office of Homeless Solutions)	100.0%	90.0%	130.9%	90.0%	130.9%
Parks, Trails, & the Environment						
13	Percentage of CECAP actions underway annually (Office of Environmental Quality & Sustainability)	75.3%	70.1%	72.2%	75.3%	77.3%
14	Average number of recreation programming hours per week (youth, seniors, and athletic leagues) (Park & Recreation)	3,269	2,300	3,703	2,300	3,703
15	Residential recycling diversion rate (Sanitation Services)	18.2%	20.5%	17.6%	20.5%	17.6%
16	Percentage of garbage and recycling routes completed on time (Sanitation Services)	99.9%	95.0%	99.8%	95.0%	99.8%
Public Safety						
17	Percentage of EMS responses within nine minutes or less (Dallas Fire-Rescue)	85.4%	90.0%	85.3%	90.0%	86.5%
18	Percentage of first company responses to structure fires within five minutes and 20 seconds of dispatch (Dallas Fire-Rescue)	87.0%	90.0%	88.8%	90.0%	88.8%
19*	Crimes against persons (per 100,000 residents) (Dallas Police Department)	1,936	976.7	934.7	2,000	934.7
20	Percentage of responses to Priority 1 calls within eight minutes or less (Dallas Police Department)	61.5%	60.0%	51.6%	60.0%	51.6%
21	Percentage of 911 calls answered within 10 seconds (Dallas Police Department)	93.3%	90.0%	93.6%	90.0%	93.6%
22	Monthly complaint resolution rate (DPD and OCPO) (Office of Community Police Oversight)	78.3%	70.0%	84.6%	70.0%	84.6%
23	Percentage of crisis intervention calls handled by the RIGHT Care team (Office of Integrated Public Safety Solutions)	59.8%	60.0%	47.9%	60.0%	53.4%

* For most measures, high values indicate positive performance, but for these measures, the reverse is true.



FY 2023-24 Dallas 365

#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
Quality of Life, Arts, & Culture						
24	Number of cases resolved by community prosecution (City Attorney's Office)	211	228	396	450	450
25	Percentage of litter and high weed service requests closed within SLA (Code Compliance)	98.4%	85.0%	94.2%	85.0%	94.2%
26	Percentage increase in dogs and cats transferred to rescue partners (Dallas Animal Services)	41.9%	5.0%	7.6%	5.0%	7.6%
27	Satisfaction rate with library programs (Library)	98.1%	95.0%	100.0%	95.0%	98.3%
28	Percentage of cultural services funding to ALAANA (African, Latinx, Asian, Arab, Native American) artists and organizations (Office of Arts & Culture)	32.8%	35.0%	39.7%	35.0%	39.7%
Transportation & Infrastructure						
29	Planned lane miles improved (792 of 11,770 miles) (Public Works)	98.4%	30.0%	73.5%	100.0%	100.0%
30	Percentage of planned sidewalk projects completed (Public Works)	N/A	22.0%	66.7%	100.0%	100.0%
31	Percentage of potholes repaired within three days (Public Works)	97.7%	98.0%	98.0%	98.0%	98.0%
32	Percentage of signal malfunction responses within 120 minutes (Transportation)	90.4%	80.0%	81.3%	80.0%	81.3%
33	Percentage of long line pavement marking miles restriped (611 of 1,223 miles) (Transportation)	50.0%	18.3%	18.5%	50.0%	50.0%
Workforce, Education, & Equity						
34	Percentage of users who reported learning a new skill through adult learning or career development programs (Library)	94.0%	92.0%	86.7%	92.0%	92.0%
35	Percentage of annual Racial Equity Plan department progress measures completed (Office of Equity & Inclusion)	N/A	35.0%	59.7%	75.0%	75.0%

* For most measures, high values indicate positive performance, but for these measures, the reverse is true.

FY 2023-24 Dallas 365

VARIANCE NOTES

4 In March 2024, SBC participated in M/WBE outreach events with the Dallas Fort Worth Minority Supplier Development Council, the African Chamber of Commerce, and the Regional Hispanic Contractor Association to encourage more local M/WBE companies to bid on City contracts as primes or as subcontractors. Additionally, another Program Operator for the SBC Dallas Accelerator Program started their first cohort in March 2024. The program supports companies in growing their capacity to compete on City of Dallas contracts.

6 CCO invoices paid within 30 days are below the target mainly due to one high-volume department experiencing delays in processing invoices. CCO has been working with the department and the invoices paid within 30 days met the target of 85 percent in March 2024. CCO AP expects to meet the 85 percent target for the remaining months of the fiscal year but anticipates ending the year overall below the 85 percent target at 82.6 percent due to underperformance during the first half of the fiscal year.

15 Recycling tonnage has been slightly lower than anticipated due to collection equipment shortages and a decline in resident participation in the recycling program while refuse collections have been increasing. SAN is continuing to work with EFM to improve equipment availability so this will continue later into this fiscal year as new equipment comes online. Additionally, the Sanitation Outreach Team is continuing efforts to educate the public on the City's recycling program. The Sanitation Outreach Team has hosted 89 events in FY 2023-24 across multiple Sanitation and Council districts.

17 DFR is experiencing increased EMS response times due to several factors: emergency call volume remains high, and DFR's EMS transport rate continues to be over 60 percent (compared to historical rates of 40-45 percent). High call volume and transport rates result in a decrease in the number of available units and an increase in unit hour utilization, which in turn causes increases in response times. While March 2024 saw a decrease from February 2024 in this metric, DFR has seen an overall improvement in EMS response times since the beginning of the fiscal year. DFR remains confident that recent improvements to the emergency response model will continue this positive trend.

20 DPD continues to emphasize hiring to increase the percentage of calls answered within eight minutes. This fiscal year, DPD's hiring goal is 250 police officers, with 85 hired as of March 2024. Additionally, DPD is working to create a referral incentive program to further accelerate future hiring. An increase in police personnel will provide more resources to call response and result in better response times.

23 There has been a sizable decrease in the number of incoming behavioral health calls over the past two years, which indicates that investments in alternative response are limiting duplicate calls. However, the proportion of calls for service that are dispatched initially as non-behavioral health related and are handled by the unit has risen, primarily due to patrol requests for assistance. Additionally, the expansion of alternative response teams and recent staffing and vehicle limitations of the RIGHT Care Unit contribute to challenges in maintaining response rates. Overall, the unit answered over 14,000 total calls for service in calendar year 2023 and is on pace to answer over 12,000 total calls for service this calendar year.

34 LIB is under target due to the recent expansion of the Career Launchpad program to all full-service library locations. Due to the novelty of the program, staff and customers are still adjusting to its requirements. Performance is expected to increase with program training for staff to ensure information is accurately entered from surveys into the form. The YTD Actual anticipates improvement by June 2024.

BUDGET INITIATIVE TRACKER

The Budget Initiative Tracker reports on 35 activities included in the FY 2023-24 budget. For each initiative included in this report, you will find the initiative number, title, description, status, and measure. At the end of each description, the responsible department is listed. Each month, the responsible department provides a current status for the initiative and indicates whether the initiative is “complete” (blue circle), “on track” for completion by the end of the fiscal year or life of the program initiative (green check mark), "on hold" by City Manager's Office (black circle), “at risk” of not being completed by the end of the fiscal year (yellow exclamation mark), or “canceled” (red x).



In the Spotlight

Small Business Center

The Small Business Center (SBC) is expanding its capacity to support a diverse pipeline of contractors, vendors, and suppliers, aiming to enhance economic stability and workforce development. SBC has chosen three program operators: Business & Community Lenders (BCL) of Texas, the Dallas Black Chamber of Commerce, and the Greater Dallas Hispanic Chamber of Commerce to collaborate with. These local minority business organizations will increase the capacity of minority and women-owned businesses by 25 percent through the Accelerators Pilot Program. The Accelerator Pilot Program will utilize educational resources to aid small business growth and capacity building to strengthen stability in the City of Dallas market. SBC has selected 72 applicants that will undergo eligibility review by the Small Business Center and Program Operators and then be ranked through a lottery system to determine final participant recommendations.



FY 2023-24 Budget Initiative Tracker

ECONOMIC DEVELOPMENT**1 Augmentation of Planning and Zoning** ✓

INITIATIVE Augment planning and zoning staff with additional funding to address high demand for new development. In FY 2023-24, PNV will invest \$400,000 to decrease the review time for new development initiatives from 10 months to four months (PNV).

STATUS The expansion and update of the contract with existing provider was presented to City Council for approval on April 10, 2024. PNV staff will meet with Freese and Nichols to discuss integrating them into other projects.

2 Community Development Team ✓

INITIATIVE Launch a Community Development Team to advance community-oriented real estate projects with catalytic potential. In FY 2023-24, OCD will implement affordable housing initiatives to revitalize neighborhoods that align with the Comprehensive Environmental and Climate Action Plan (CECAP), the Connect Dallas Strategic Mobility Plan (Connect Dallas), the Racial Equity Plan (REP), the Economic Development Policy (EDP), the Economic Development Incentives Policy (Incentives Policy), and the Housing Policy 2033 (DHP33) (OCD).

STATUS As of March 2024, OCD has attended introductory meetings with 11 departments, participated in 23 collaborative community and public engagements, and has initiated notable catalytic projects (such as the Martin Luther King Jr. Dart Station projects) to fulfill the department mission in partnering with stakeholders, local emerging developers, and business owners to advance real estate projects in priority areas.

3 Infrastructure Investment Fund ✓

INITIATIVE Allocate up to \$5.987 million in available funding from the Infrastructure Investment Fund to stimulate private investments in distressed areas as part of implementation of the Economic Development Policy (ECO). In FY 2023-24, ECO will report the cumulative amount of Infrastructure Investment Funds awarded to date by administrative action and/or City Council for new development in Southern Dallas and/or other historically underinvested areas (ECO).

STATUS As of March 2024, no applications have been awarded for the infrastructure investment fund. The infrastructure investment fund, alongside other funding sources, may be used to offer incentives in development agreements with private partners. While ongoing incentive applications are in process, the most suitable funding sources will be determined after completing the analysis, underwriting, and negotiation process, to potentially make incentive offers involving infrastructure investment funds in FY 2023-24.

4 Development Services ●

INITIATIVE DEV will focus on updating fees to ensure maintenance of at least 30 days of budgeted operations and maintenance expense in net working capital and avoid cash deficit. In FY 2023-24, DEV will implement fee study recommendations resulting from the 2023 cost of service study and implement an annual fee cost escalator by February 2024 (DEV).

STATUS Development Services' outcomes from the 2023 fee study were presented to the City Council on March 27, 2024. The City Council approved the proposed changes to the fees, with an effective start date of May 1, 2024. The proposed new fees aim to align revenues with the actual costs incurred, ensuring that the department maintains sufficient funds to cover operational and maintenance expenses in its net working capital, thus avoiding cash deficits.

5 Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Master Plan ✓

INITIATIVE Continue implementation of the Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Master Plan. In FY 2023-24, CCT will complete the A&E design for the first phase of the expansion plan - 3C West of Lamar & Dallas Memorial Auditorium and award a contract for construction services (CCT).

STATUS Convention and Event Services, working with their project manager, Inspire Dallas, is procuring Architecture/Engineering & Design and Pre-Construction firms for Component 1.

FY 2023-24 Budget Initiative Tracker

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

6 Modernize Key Software Applications

INITIATIVE Invest in Information Technology infrastructure to optimize and support the digital ecosphere, improve productivity, and ensure the City's network is amply protected in everyday operations. In FY 2023-24, ITS will complete implementation of network resilience through advanced technology and connectivity and modernizing technology such as upgrading financial and budget system and expanding the use of the Salesforce platform to an additional five departments (City Manager's Office, Code Compliance, Dallas Police and the Offices of Procurement Services and Community Care). ITS will also implement projects to improve operations for public safety including the rehosting of all 911 Computer Aided Dispatch and 911 call recording servers, replacement of the Dallas Fire Rescue Station Alerting System, and updates to the Dallas Police body worn camera infrastructure (ITS).

STATUS As of March 2024, ITS has invested \$2,557,000 for infrastructure optimization towards diverse network resilience initiatives.

ITS is currently in the following process phases: (1) the discovery phase for OPS' Solicitation Management project, (2) the procurement phase for DFR's Station Alerting System, (3) the planning phase for OCC's Online Grant Management to expand salesforce, (4) the configuration phase for CMO's Enterprise Community & Employee Engagement project and AdvantageDallas project to upgrade the financial and budget systems for implementation October 2024, and lastly, (5) CCS' Inventory & Asset Management and DPD's Procurement Automation have completed testing pending final approval.

ITS has completed the rehosting of 911 Computer Aided Dispatch system (CAD) and call recording servers while updates continue for DPD's body-worn camera infrastructure. The implementation of Software Defined Wide Area Networking (SD-WAN) for 29 DPD facilities is ongoing to improve operations.

7 Procurement Services - Enhanced Services

INITIATIVE Ensure support of citywide solicitations and contract management are maintained and optimized per industry standards. In FY 2023-24, POM will increase staffing capacity by adding five positions to procure goods and services more efficiently and decrease contract development by 45 days (OPS).

STATUS In March 2024, OPS collaborated with a consulting firm to facilitate professional recruitment and staffing services, aiming to fill all purchasing staff vacancies, including the four Procurement Specialists added in FY 2023-24. Following the launch of the Salesforce Procurement Service Request Portal on February 5, 2024, ITS is actively engaged in developing dashboards and reporting functions to provide departments with access to view active procurement statuses. The Lean Six Sigma process improvement initiative and the deployment of the Salesforce platform have both been fully implemented, and OPS is consistently evaluating projects and identifying operational enhancements.

FY 2023-24 Budget Initiative Tracker

HOUSING & HOMELESSNESS SOLUTIONS

8 Addressing Homelessness - Rebranded RTR

INITIATIVE The Dallas R.E.A.L Time Rapid Rehousing (DRTRR) initiative's team of homeless providers has now been rebranded as the R.E.A.L. Time Rehousing (RTR) initiative with a new goal of housing a combined 6,000 unique individuals by the end of 2025 (OHS).

STATUS From October 2021 to March 2024, the Real Time Rehousing Initiative housed 3,843 individuals. Of those housed, 38 percent consisted of adults with children and 62 percent were of adults only. OHS is partnering with Housing Forward to continue encampment decommissioning effort to offer individuals in established encampment housing solutions.

9 Minor Home Repair Program

INITIATIVE Support senior residents and invest \$1.7 million in the Minor Home Repair Program. In FY 2023-24, HOU will approve up to 150 applications for grants up to \$10,000 to improve accessibility within the home and increase safety and efficiency (HOU).

STATUS As of March 2024, HOU is working through multiple applications received before program amendment to consolidate multiple home repair programs into one streamlined initiative, investing \$1,700,000 in the Minor Home Repair Program. The proposal was adopted by City Council on March 27, 2024.

FY 2023-24 Budget Initiative Tracker

PARKS, TRAILS, & THE ENVIRONMENT**10 Strengthen Park Security Presence** ✓

INITIATIVE Strengthen park security presence and enhance parks and trails enforcement by installing additional lighting, security cameras, and Emergency Blue Light tower phones. In FY 2023-24, PKR will hire eight City Marshals (including supervisor), hire four park rangers, install new lighting, install new security cameras, and install Emergency Blue Light tower phones (PKR).

STATUS The City Marshal's Office is currently recruiting and interviewing for the eight City Marshal positions and two of the Park Ranger positions have been filled. For park security, 20 cameras are currently pending installation in 17 different parks, trails, and tennis court locations. Light installations are completed in West Trinity and Northhaven with more scheduled for various parks around the city. PKR has purchased trucks, UTVs, bikes, and a drone for future deployment of additional park safety.

11 Urban Agriculture Infrastructure Grant Program ✓

INITIATIVE Invest in an Urban Agriculture Infrastructure grant program to aid urban agriculture stakeholders (OEQS). In FY 2023-24, OEQS will establish a grant program and award at least one grant, not to exceed \$10,000 to an urban agricultural organization seeking to implement urban agricultural facilities (OEQS).

STATUS The Urban Agriculture team met with the Office of Procurement Services and completed an administrative action proposal to partner with Dallas County Health and Human Services (DCHHS) to develop and manage the distribution of grants. DCHHS is the leading organization in the area for distributing grants to local growers and will be tracking metrics and reports on evaluations of recipients to OEQS monthly. The proposal is now under CAO review and the procurement process is anticipated to conclude by April 2024, at which point DCHHS will release the grant announcement and begin to accept applications. Per the interlocal agreement, DCHHS will have one year to implement the program and distribute the funds.

12 Composting Site ✓

INITIATIVE In furtherance of CECAP and Zero Waste goals, SAN is leading efforts to identify and implement policies, programs, and infrastructure needed to manage solid waste and recyclable materials generated in the City over the next 50 years. In FY 2023-24, SAN will initiate a feasibility study and development of a composting site and processing system at McCommas Bluff to support commercial and resident self-haul to turn waste into resources (SAN).

STATUS City Council has approved the acceptance of a grant for a composting study. SAN is working with a consultant to complete a site study to determine the best location for the composting site. The current timeframe to have the site study completed is by May 2024.

13 Solar Installation ✓

INITIATIVE Invest \$500,000 in FY 2023-24 for solar energy initiative at City facilities (BSD).

STATUS A portion of the \$500,000 allocated in FY 2023-24 for solar energy initiatives will be used for maintenance and repair of existing failed solar equipment installed at City facilities. An RFP solicitation for providing maintenance and repair for Solar Power Equipment continues to be reviewed by the Office of Procurement Services. Any remaining funds will be used to expand the City's solar PV system infrastructure to additional City facilities.

FY 2023-24 Budget Initiative Tracker

PUBLIC SAFETY**14 Police Response Times** 

INITIATIVE Improve response times to high priority calls by hiring 250 police officers in FY 2023-24 and implement retention incentive program targeted at reducing the attrition rate of experienced officers for a total of 3,144 police officers by September 30, 2024 (DPD).

STATUS As of March 2024, DPD has hired 85 personnel, which includes laterals, rehires, and trainees. An upcoming class of 26 recruits is scheduled to begin March 13, 2024. Current trends show that DPD is unlikely to hit the target headcount due to higher attrition in FY 2022-23 causing the starting headcount to be 3,058, which is lower than FY 2023-24 budgeted headcount of 3,069.

16 Single Function Paramedic Program 


INITIATIVE Expand the Single Function Paramedic Program to increase recruiting flexibility, improve response times, and increase operational efficiency. In FY 2023-24, DFR will expand the Single Function Paramedic Program from six units to eight units to be deployed throughout the City to improve response times (DFR).

STATUS Through March 2024, DFR has filled 16 Single Function Paramedics positions of the allocated 32 positions. The vacant Single Function Paramedic shifts are being covered by Fire-Rescue Officers and it is anticipated that by June 2024 the additional two units will be covered by Single Function Paramedics and not by Fire-Rescue Officers. DFR has expanded from six to eight units to increase operational efficiency.

18 Dallas Police Department Forensic Lab 

INITIATIVE Streamline the forensic analysis of digital evidence and ensure compliance with statutory regulations. In FY 2023-24, DPD will create a Forensic Lab in the Police Technology unit (DPD).

STATUS The Police Technology unit has finalized Standard Operating Procedures (SOP), equipment details, and working to maintain accreditation standards. Five positions have been identified to help with these tasks and the recruitment process began in January 2024 with interviews scheduled for April 2024.

15 Right Size the Fire Department 

INITIATIVE Right size the fire department staffing model by adding 100 firefighters and increasing overtime funding. In FY 2023-24, DFR will implement four (4) classes of 60 recruits each in addition to 40 lateral hires with a goal to end the year with 2,187 uniformed personnel by September 30, 2024 (DFR).

STATUS As of March 2024, DFR has hired 204 personnel, which includes laterals, rehires, trainees, and Single Function Paramedics. An additional academy class is scheduled for July of 2024. Current trends show that DFR is likely to hit the target ending headcount for FY 2023-24.

17 Dallas Police Department Technology 

INITIATIVE Continue to invest in the safety of Dallas residents by ensuring that public safety equipment including software, technology, and equipment is readily available to police officers and will be deployed in high crime areas. In FY 2023-24, DPD will install 120 stationary Automated License Plate Recognition (ALPR) cameras and 1,540 ALPR for marked squad cars (DPD).

STATUS Automated License Plate Recognition (ALPR) cameras are live in all marked squad car dash cams. As of March 2024, stationary camera locations have been identified. Of the 120 stationary cameras, 93 cameras have been installed and the remaining 27 are still in the installation process to be completed by April 2024.

19 Investigations and Operations 

INITIATIVE Respond to the growing volume of digital evidence and improve efficiency and effectiveness of the investigative process. In FY 2023-24, DPD will hire 20 non-uniform positions to relieve sworn detectives of certain administrative tasks related to researching, retrieving, and transferring digital evidence, saving an estimated 5,180 hours of sworn detective time per year. Additionally, these positions will ensure compliance with the Richard Miles Act (SB111, 2021) (DPD).

STATUS As of March 2024, DPD has reassigned 20 non-uniform positions to investigations and operations from other areas in DPD while DPD completes recruitment efforts. There are 15 positions that have been filled with the remaining five positions in various stages awaiting background checks and interviews are currently being coordinated for the remaining four positions to occur in April 2024.

FY 2023-24 Budget Initiative Tracker

QUALITY OF LIFE, ARTS, & CULTURE

20 Short-Term Rental Registration Program

INITIATIVE Create a short-term rental registration program and inspection team to ensure compliance and oversight of rental properties (CCS).

STATUS A court injunction, with court proceedings set to begin in June 2024, has halted CCS enforcement and registration for the Short-Term rental program. CCS staff is working to ensure prompt resumption of the program after the court decision. As of December 2023, staff have been onboarded and are supporting temporary assignments within the department awaiting direction to prepare for immediate action in the event the injunction is lifted. The staff are inspecting and upholding standards for boarding home facilities, single-family rentals, and multi-tenant registrations.

21 Reduce Blight

INITIATIVE Continue investments to remove dangerous properties and improve the quality of life in neighborhoods. In FY 2023-24, CCS will demolish 19 properties with increased investment of \$250,000 (CCS).

STATUS In January 2024, City Council approved a demolition vendor agreement. As of March 2024, demolition has been completed at four out of 23 properties ready to be scheduled for demolition to be completed by May 11, 2024.

22 Beautification Program

INITIATIVE Continue investments to reduce blight and foster clean, healthy, and safe communities. In FY 2023-24, CCS will add three positions to expand Keep Dallas Beautiful Program to perform 75 Community Clean ups, two vacant lot beautifications, and perform three decorative board-up projects on blighted properties (CCS).

STATUS The Keep Dallas Beautiful program has filled two out of the three positions and the third is awaiting applicants. As of March 2024, the Volunteer Community Clean-Up program has completed 55 community cleanups and anticipates completing an additional 20 by September 2024. Additionally, the Community Clean Trash-Off program has completed nine events and anticipates another seven to be completed by September 2024.

23 Night Detail Team

INITIATIVE Address nuisances created by after-hours entertainment venues. In FY 2023-24, CCS will hire staff (5 positions) and ensure entertainment venues are operating within their approved scope and ensure better adherence with promoters and vending ordinances (CCS).

STATUS CCS has filled three of the five positions and continues recruitment efforts for the final two positions. CCS plans to continue utilizing existing staff willing to work overtime until these positions are filled.

24 Expanding Library Access

INITIATIVE Provide Library access to invaluable resources, programs, and services. Expand library hours and staffing levels at 15 additional locations to six (6) days per week of service so residents can enhance their lives through education, workforce development, and senior and early literacy programs (LIB).

STATUS In March 2024, the Library was able to hire sufficient positions to allow for the additional hours to be covered with non-overtime shifts beginning on January 30, 2024.

25 Spay and Neuter Program

INITIATIVE Add \$250,000 in operational funding to Dallas Animal Services to support spay and neuter services and promote responsible pet ownership. In FY 2023-24, DAS will provide an estimated 2,000 low-cost surgeries to aid in population control resulting in less animals housed in the shelter (DAS).

STATUS DAS anticipates providing 2,000 low-cost surgeries with the additional funding. These additional surgeries will help reduce the animal population, increase the spay/neuter capacity, increase compliance with violations and citations, and reduce the loose animal population in Dallas. As of March 2024, DAS has completed 566 surgeries and estimates reaching their goal of 2,000 surgeries by September 2024.



FY 2023-24 Budget Initiative Tracker

TRANSPORTATION & INFRASTRUCTURE**26 Sidewalk Master Plan** ✓

INITIATIVE Continue improvements in pedestrian mobility by reconstruction and repairing sidewalks in the Sidewalk Master Plan. In FY 2023-24, PBW will spend \$4.3 million to complete nine sidewalk projects which equates to approximately 7.3 miles of sidewalk improvements (PBW).

STATUS As of March 2024, PBW has spent \$3,199,000 to continue work on sidewalk improvements for the Sidewalk Master Plan FY 2023-24. PBW is on track to complete nine sidewalk projects which equates to approximately 7.3 miles of sidewalk improvements by September 2024.

27 Street Maintenance ✓

INITIATIVE Invest \$141.0 million in funding to improve approximately 792 street lane miles (PBW).

STATUS As of March 2024, PBW completed 176.1 lane miles of street maintenance work and spent \$46,634,000 in funding.

28 Parking Management ✓

INITIATIVE Invest \$500,000 to implement a comprehensive approach to parking management citywide by upgrading approximately 500 of the combined totals of 2,800 2G and coin operated meters (TRN).

STATUS On January 10, 2024, City Council approved a cooperative purchasing agreement for electronic intelligent parking technology which has been executed as of February 2024. The procurement of 500 meters has been completed, the implementation and installation will be completed in summer 2024.

29 Public Safety Street Light Program ✓

INITIATIVE Invest \$2.0 million in corridor lighting and continuation of public safety street lighting along Walton Walker/Loop 12 (TRN).

STATUS TRN streetlight team has completed its review of lighting options for corridor lighting along Walton Walker/Loop 12. TRN has sent a project extent map of streetlights to TxDOT for review. TRN has issued a Request for Proposals for the streetlight analysis and design with bids due by April 26, 2024.

30 Drainage Improvements ✓

INITIATIVE Invest \$35.1 million in capital funding for stormwater and drainage management to minimize flooding in 31 areas (SDM).

STATUS As of March 2024, SDM has spent \$11,800,000 citywide on the completion of one project, one project under construction, eight projects in design, and 21 that are in development.

FY 2023-24 Budget Initiative Tracker

WORKFORCE, EDUCATION, & EQUITY**31 Small Business Center**

INITIATIVE Expand the Small Business Center (SBC) capacity to support the development of a pipeline of diverse contractors, vendors, and suppliers to increase economic stability and workforce development. In FY 2023-24, SBC will help lift-up and expand capacity of minority and women-owned business enterprises by 25 percent in collaboration with local minority business organizations utilizing an Accelerators Pilot Program (SBC).

STATUS As of March 2024, SBC advertised for the second round of applications for the next program cohort expected to begin towards the end of June. Additional classes were started by Dallas Black Chamber with an expected 20 participants.

32 Day Labor Program

INITIATIVE Improve workforce initiatives for day laborers through a facility or mobile workstation and staff to support a Day Labor Center Program (SBC).

STATUS SBC developed a new logo "On Demand Labor" in conjunction with COM to improve workforce initiatives for day laborers. In coordination with EFM, SBC will move forward with wrapping the mobile unit. The project is anticipated to be completed in July 2024.

33 Expand Green Job Skills Program

INITIATIVE Expand the Green Job Skills Program that empowers local contractors looking to increase their skill set and fulfill high-demand green jobs in Dallas and by expanding the number of participants courses offered from four to six. (OEQS).

STATUS OEQS met with Dallas College and the Regional Black Contractors Association on February 20, 2024, to introduce the Green Job Skills program and discuss gaps in formal instruction around sustainability topics. OEQS and Dallas College have not confirmed courses; however, the two alternative options will be to review the list of Building Performance Institute (BPI)-accredited courses offered by Santa Fe Community College, Energy Smart Academy, and to collaborate with SBC to support their workforce program at Dallas College with a focus on electric vehicle charging station installation and maintenance.

34 Senior Services

INITIATIVE Support awareness of senior services and cross-departmental alignment of existing senior programs through the appointment of an Age-Friendly Officer and awarding the contract for a comprehensive senior needs assessment and strategic plan to strengthen community engagement and better support future senior programs and services (OCC).

STATUS The Age-Friendly Officer position was posted on January 17, 2024, and closed on February 2, 2024. A candidate has been selected for the position and is currently in the onboarding process with Human Resources, with a tentative start date of early June 2024. Once the candidate begins, evaluation of senior needs and services within the community will commence in earnest.

35 Fair Housing Equity Plan

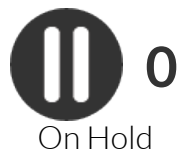
INITIATIVE Reduce disparities while improving outcomes in fair housing through the development of a New Fair Housing Equity Plan. In FY 2023-24, OEI will procure a consultant that will support the development of thorough, inclusive plan that will support the actions of affirmatively further fair housing in Dallas (OEI).

STATUS OEI has selected a vendor to assist with an Analysis of Impediments, which must be completed before the New Fair Housing Equity Plan can be developed. OEI and HOU are working together to select a separate vendor to develop the New Fair Housing Equity Plan, with an estimated procurement completion date of August 2024.

FY 2023-24 Budget Initiative Tracker

MULTI-YEAR INITIATIVES

While most initiatives can be completed in a single fiscal year, several FY 2018-19, FY 2019-20, and FY 2020-21 initiatives required additional time because of the scope and term of the project, as well as delays due to COVID-19. We will continue to report the status of these fourteen initiatives below, using the initiative numbers from the prior reports for reference.

**FY 2021-22****1 Economic Development Entity** 


INITIATIVE Launch the economic development entity called for in the Economic Development Policy with \$7 million over three years to pay formation costs and hire staff to begin the entity's business and real estate development work, after which it will be self-sustaining. In FY 2021-22, ECO will spend \$2.0 million to launch operations, hire a new Economic Development Corporation Director, develop a 3-year work plan, and develop an operational budget for Year 2 (FY 2022-23) and Year 3 (FY 2023-24) (ECO).

STATUS The EDC board met in January 2024 and approved the website, logo, and branding. The CEO search committee has identified a candidate for CEO and is currently in salary negotiations to be approved by the board in March 2024. Once a CEO is hired, a 3-year work plan and budget will be developed.

13 Affordable Housing Units 

INITIATIVE Incentivize developers to build affordable housing by subsidizing \$10 million worth of water and sewer infrastructure required for up to 250 new affordable single-family and 1,000 multifamily units over the life of the program (based on the mix of projects and the amount of funding requested). The program will be implemented from FY 2022-23 through FY 2023-24 with new units projected in years 2 and 3 due to construction timelines (HOU).

STATUS Housing is implementing this funding along with other measures through the existing Notice of Funding Availability. On January 12, 2022, City Council approved the first project utilizing these funds, providing \$1,800,000 million to be used for water infrastructure related to the development of 125 for-sale single-family homes. On August 24, 2022, City Council approved authorizing \$4,100,000 to be allocated to Cypress Creek at Montfort, a mixed-income multifamily development in District 11. This project is currently waiting for an environmental review. Due to increased development costs, on December 13, 2023, Housing allocated an additional \$7,600,000 in CDBG-DR funds to Cypress Creek at Monfort.

14 Preservation of Affordable Housing 

INITIATIVE Devote \$11.3 million for the preservation of affordable housing and investment in water and sewer infrastructure in qualified census tracts. In FY 2021-22, HOU will spend \$2 million for neighborhood infrastructure and \$2 million to preserve 20 housing units (HOU).

STATUS In December 2021, City Council approved \$11,250,000 in ARPA for home repair and infrastructure improvements within specified qualified neighborhoods in Dallas. As of March 2024, \$2,900,000 has been spent or encumbered for 15 homes under construction and 16 that have been completed. By summer 2024, \$4,500,000 will be encumbered for infrastructure improvements including water, wastewater, and sewer utilities. Proposed implementation change to be presented to Housing and Homelessness Solutions Committee.

27 Wi-Fi at Park Facilities 

INITIATIVE Install Wi-Fi at 63 park facilities (PKR).

STATUS The cabling installation of 14 high-priority sites was completed in December 2022 with an additional four in February 2024 for a total of 18 sites. The remaining 45 Wi-Fi sites have received Access Point equipment and scheduling with the cable companies has begun. Additionally, requests have been submitted to AT&T for network connections at various community pools.

FY 2023-24 Budget Initiative Tracker

MULTI-YEAR INITIATIVES**29 Traffic Signals** 

INITIATIVE Devote \$14 million over three years to leverage over \$50 million in matching federal funds to replace 100 traffic signals as part of our Vision Zero strategy. This initiative was started in FY 2021-22 and implemented in three phases. In FY 2021-22 spend \$2.0 million to design 50 traffic signals to leverage federal and county funds. In FY 2022-23, spend \$2.1 million to design 44 traffic signals (FY 2022-23 initiative 28 and FY 2021-22 initiative 29 combined) (TRN).

STATUS Traffic signal replacement will be a multi-year effort and is delayed due to the extended TxDOT approval process. This initiative includes both design and construction/replacement components for 100 traffic signals. This multi-year initiative to devote \$14,000,000 over three years will be completed in FY 2024-25. As of March 2024, TRN has spent and encumbered \$10,100,000 on the design of 65 signals and construction of 75 signals associated with both FY 2021-22 and FY 2022-23 initiatives.

32 Bike Lanes 

INITIATIVE The project to improve the bike lane network is a multiyear effort and multiyear initiatives have been combined for reporting. This initiative now reflects FY 2022-23 initiative #31 (spend \$2.5 million to design and/or implement 10 lane miles), and FY 2021-22 initiative #32 (spend \$2.0 million to design and/or implement 18 lane miles). FY 2021-22 projects have been prioritized for completion before moving on to future projects related to bike lanes (TRN).

STATUS TRN presented the bike plan update to City Council on November 1, 2023. The bike lane update included recommended future bike lane locations and facility types, updated design standards, and prioritized a phased implementation plan. As of March 2024, TRN has spent \$1,900,000 of the \$4,500,000 in available funding on design, study, or completion of 15.9 lane miles and the installation of 1.0 mile of bike lanes for the Akard Street Bike Lane is complete. TRN is preparing to award a bike lane engineering contract in June 2024.

34 Accessibility 

INITIATIVE Implement software system to track identified American Disabilities Act (ADA) compliance issues and barrier removal costs (OEI).

STATUS As of May 2024, ITS and OEI have submitted for approval a request to procure the ADA software directly from one source. Once implemented, OEI and its core internal partners will have enhanced capacity to effectively track accessibility barriers in public-facing City of Dallas buildings until we remediate them through infrastructure improvements. Through effective tracking, OEI will enhance required reporting to government agencies, in addition to streamlining updates to the City's ADA Action Log available to the public so they can know OEI's progress in creating a more accessible and inclusive city for all residents.

35 Water/Wastewater Service 

INITIATIVE Accelerate the extension of water and sewer services to all 47 occupied and unserved areas of the City (DWU). In FY 2021-22, DWU will award approximately \$9.5 million for the design of 211,219 feet and construction of 9,960 feet of new pipelines in Mesquite Heights, Killough Blvd & Wasco Lane, and Gooch Street areas (DWU).

STATUS In December 2023, construction contracts were awarded for pipelines in 11 unserved and occupied areas, totaling 28,415 feet in length. The final designs for the remaining unserved and occupied areas are being completed. Additional locations ready for construction will be packaged for advertisement in spring 2024 with planned construction awarded by summer 2024 using the remaining \$8,900,000 in ARPA funds.

FY 2023-24 Budget Initiative Tracker

MULTI-YEAR INITIATIVES**FY 2022-23****2 City Development Code** ✓

INITIATIVE Overhaul the City's Development Codes (Chapters 51, 51A, and 51P) to develop a modern, updated, and user-friendly development code that is streamlined, consistent, clear, and aligned with all City plans and policies. In FY 2022-23, PNV will execute a consultant contract, work alongside the consultant to perform a technical analysis of the effectiveness of current development codes and begin the public engagement process to ultimately reduce the total land development timeline (PNV).

STATUS The consultant has completed the diagnostics phase, which includes cataloging the current code standards, benchmarking the code per best practices, GIS Analysis, and outlining the website content. A working document has been forwarded to staff for review and discussion. The document is anticipated for public release in early fall of 2024.

5 Water Conservation Five-Year Work Plan ✓

INITIATIVE Update the Water Conservation Five-Year Work Plan to be incorporated into the 2024 state required Water Conservation Plan and Long-Range Water Supply Plan that will update population, water demand and supply, and re-evaluate strategies to meet future needs for Dallas' water system (DWU).

STATUS The Long Range Water Supply and associated Water Conservation Plan updates were awarded in fall 2022. A kick-off meeting was held in February 2023 between consultants and the City to review the current plan, analyze conservation strategies, and update and index the plan against customer cities, including the southwest cities. The City delivered the data to the consultant and the initial draft is being prepared for delivery to City staff. The anticipated delivery to staff of the initial draft is in March 2024. The Water Conservation Five-Year Work Plan will be incorporated into the 2024 state-required Water Conservation Plan and Long-Range Water Supply Plan that will update population, water demand and supply, and re-evaluate strategies to meet future needs for Dallas' water system.

17 Innovative Equipment and Technology ✓

INITIATIVE Invest in the tools and technology to deliver effective and innovative public safety solutions within the Dallas Police Department. In FY 2022-23, DPD will integrate Automatic License Plate Reader (ALPR) technology into dash cameras installed in marked squad cars, replace over 4,000 portable and mobile radios, convert the public safety records management system to a web-based RMS system, and upgrade tasers to newer Taser 7 model (DPD).

STATUS DPD has integrated the ALPR Technology into the dash cams in all marked squad cars. The mobile and portable radio project is complete with 4,000 radios being issued. DPD has begun training and issuance of Taser 7 while pending state legislative regarding Taser 10 is finalized. Specifications are being developed for a system that will combine the functionality of RMS and CAD programs to provide efficiency for DPD.

20 City Facility Security Assessment ✓

INITIATIVE In FY 2022-23, initiate \$2.9 million [of \$6.4 million allocated] of high-priority improvements identified through the City Facility Security Assessment including perimeter access control, security camera systems, radio systems, officer shelter space, vehicles access control, panic notification, lighting, weapons screening, security operating center upgrades, security staffing, and intrusion detection (DMC and MSH).

STATUS As of February 2024, Dallas Municipal Court (DMC) and City Marshal's Office (MSH) have initiated over 103 projects and completed 32 of them. Currently, 66 of these projects are in the installation/construction phase. The remaining projects are in the design/pre-construction phase pending City Council approval of the new Master Agreement scheduled for April 2024. The completed projects include park lighting surveillance systems, access controls, window treatments, radios, and garage doors. DMC and MSH have spent \$4,600,000 of the total \$6,400,000 ARPA allocations.

FY 2023-24 Budget Initiative Tracker

MULTI-YEAR INITIATIVES

25 Sidewalk Master Plan

INITIATIVE Continue improving pedestrian mobility by reconstructing and repairing sidewalks in the Sidewalk Master Plan. In FY 2022-23, PBW will spend \$5.0 million in bond funds (Certificate of Obligation Bonds), \$1.0 million in Community Development Block Grant (CDBG) funds, and \$0.3 million from the General Fund to complete 17 sidewalk projects, which equates to approximately 14.25 miles of sidewalk improvements (PBW).

STATUS As of March 2024, PBW spent \$5,042,000 appropriations to complete 17 sidewalk projects and 14.84 lane miles of sidewalk improvements.

30 School Zone Flashing Beacons

INITIATIVE Replace 1,000 outdated school zone flashing beacons with state-of-the-art technology to protect students as they walk to school. This initiative began in FY 2021-22 and will be implemented in three phases. In FY 2022-23 spend \$2.5 million to procure equipment and complete installation for 500 school zone flashing beacons (TRN).

STATUS As of March 2024, TRN has spent or encumbered \$2,600,000 of \$5,000,000 allocated in FY 2021-22 through FY 2023-24, with 422 flashing beacons installed. Due to supply chain issues, the manufacturer was unable to deliver school zone flashing beacon equipment as planned which impacted installation. The manufacturer has resumed shipping new equipment as of September 2023. Replacement of the school zone flashing beacons will be conducted when the flashers are inactive. The remaining 78 school zone flashing beacons will be updated FY 2023-24.


PROCESS IMPROVEMENT

The Process Improvement Team seeks to build a culture of continuous improvement throughout the City of Dallas, partnering with departments to leverage data and research-based best practices for transformative operational success today while laying with foundation for future innovation.


The Process Improvement Team has focused on building awareness among departments, creating an organization-wide framework for process improvement, and establishing a cross-functional knowledge base for greater inter-departmental coordination. The following table summarizes current Process Improvement projects for FY 2023-24 which will be reported as Complete, On Track, Delayed, or Pre-Kickoff. The Baseline for Key Performance Indicators is the starting point of metric to engage success for completing projects. Additional projects will be added to the list throughout the course of the fiscal year.




Project Status




3
Complete





1
On Track





0
Delayed



0
Pre-Kickoff

#	Measure	Status	Timeline	Key Performance Indicators		
				Measure (Target)	Baseline	Current
1	<p>DPD Workload Optimization Assess current operational demands to identify process improvement opportunities for workload management (DPD)</p>		Jan 2022 - Dec 2023	% Accurately Reported Hours (95)	TBD	TBD
			<p>Status Update: The review protocols, dashboard and reports that will trigger leadership action have been identified. DPD staff reviewing data. The project is complete, and the technology option has been implemented.</p>			
2	<p>DWU/DEV/DFR Map water/wastewater permitting process, from start to finish including installation of items. Cross-training/provide understanding of entire process for stakeholders</p>		April 2023 - Nov 2023	Reduce Errors, Breakdown Silos, Improving Communication	N/A	N/A
			<p>Status Update: OFIs were presented to the Dallas Builders Association in October, and DBA supports the recommendations. The final executive approval of four main improvement items occurred in February with implementation to begin in March 2024. The four main improvement items are: 1) Prioritizing New Fire Hydrants with DWU, A joint memo from DFR and DWU addressing the issue was released in March, and details of implementation will be worked out in April; 2) Transitioning the City to Utilize 811 for DWU utility line locations; 3) Eliminating the "City" option to purchase utility connections; and 4) Creating a permitting team within DWU and incorporating the inspection process with Building Inspection. The main improvement items 2, 3, and 4 are currently being addressed and will be adopted within the FY 2024-25 budget. This project is complete from a Process Improvement Team (PIT) standpoint; however, the PIT continues to support the implementation of improvements.</p>			

3	<p><u>Low Sterrett Prisoner Intake</u> Reduce the amount of time DPD officers spend processing prisoners at Low Sterrett</p>		July 2023 – Jan 2024	Cycle Time/Arrest	228 minutes/ arrest	TBD
			<p>Status Update: The project was relaunched in July 2023, initially connected with the 'Low Sterrett Officer Turn Around Process project. An Executive Report-Out was completed in January 2024. Customized report writing approval from ITS occurred in February 2024. Enhancements implemented include establishing a Single Arrest Line and transitioning an existing Parkland nurse from night to day shift. Detailed reporting requirements to be gathered for warrants, Driving While Intoxicated (DWI), and assaults with a family violence component will occur in March. We will continue collaborating with the Dallas County Sheriff's Department to adjust group transfers in an effort to balance volume throughout the working day. A meeting is being scheduled with surrounding cities to discuss improvement options for group transfers. While the project is complete from a Process Improvement Team (PIT) standpoint, the PIT continues to support the implementation of improvements.</p>			
4	<p><u>DPD Sworn Hiring Process</u> Reduce unnecessary attrition and decrease number of days it takes to hire an applicant</p>		Feb 2024 – April 2024	Calendar days between application and hire date	134	TBD
			<p>Status Update: The team is currently mapping the process, collecting data, and identifying opportunities for improvement. An executive report-out is being prepared and is scheduled to take place in April 2024.</p>			



Memorandum



CITY OF DALLAS

DATE May 17, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Technology Accountability Report – April 2024**

Please find attached the Technology Accountability Report (TAR) based on information through April 30, 2024. The TAR is a progress report reflecting the performance and operational status of the city in purchasing, implementing, operating, and securing technology to achieve the city's priorities and service objectives.

If you have any questions, please contact Dr. Brian Gardner, Chief Information Officer (I) and Director of Information & Technology Services.

A handwritten signature in cursive script that reads "Donzell Gipson".

Donzell Gipson
Assistant City Manager (I)

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Technology Accountability Report (TAR)



City of Dallas

As of April 30, 2024

Prepared by Information & Technology Services

**1500 Marilla Street, 4DS
Dallas, TX 75201**

214-671-9868

Executive Summary

The highlight of accomplishments achieved in April 2024 include:

- Section 1: IT Programs & Projects – Since the March 2024 TAR report, four major projects were completed and removed from the report:
 - **DAS Inventory Management Tool** project implemented a barcode-based inventory system to allow improved automation and tracking of movement of supplies from areas within the shelter and allow DAS to true up unit budgets more effectively and save costs due to efficiencies. *(Previously Project # 15 on March TAR Report)*
 - The **COBWEBS** project was the implementation of the social media investigative software for the Police Department (DPD). This software will provide an efficient tool for investigating social media post from potential suspects. *(Previously Project #29 on March TAR Report)*
 - **Short Term Rental Enforcement Database** project will be a Host Compliance software solution that will aid the department with identifying and locating Short-term rentals, monitoring activity on host platforms, tracking code violations, issuing notices and other administrative documents. *(Previously Project #7 on January TAR Report)*
 - **DWU Ancile U Perform Upgrade** project is a software used by DWU for training aid and work instruction development.

- Section 1: IT Programs & Projects – Since the March 2024 TAR report, three new major projects have been approved by the ITS Governance Board:
 - **Civil Service Assessment Capability**
This project is to procure Applicant Assessment/Testing Solution or Civil Service.
 - **Enterprise Partnership Database**
This project is to establish a comprehensive partnership database aimed at enhancing community collaboration and employee engagement.
 - **Itron Temetra Upgrade**
This project is to upgrade the Itron Mobile system to modernize data management and reading of water meter which needs the smart devices and advanced technology. This update provides the water utility with improved meter reading, reporting, and verification services.

- Section 2: IT Operations – adds a new Subsection C that provides metrics for the City’s IT Applications Support Team. The City has over 800 plus applications between the 40 plus departments. ITS provides support for over 400 applications used across the enterprise both Public Safety and Non-Public Safety.

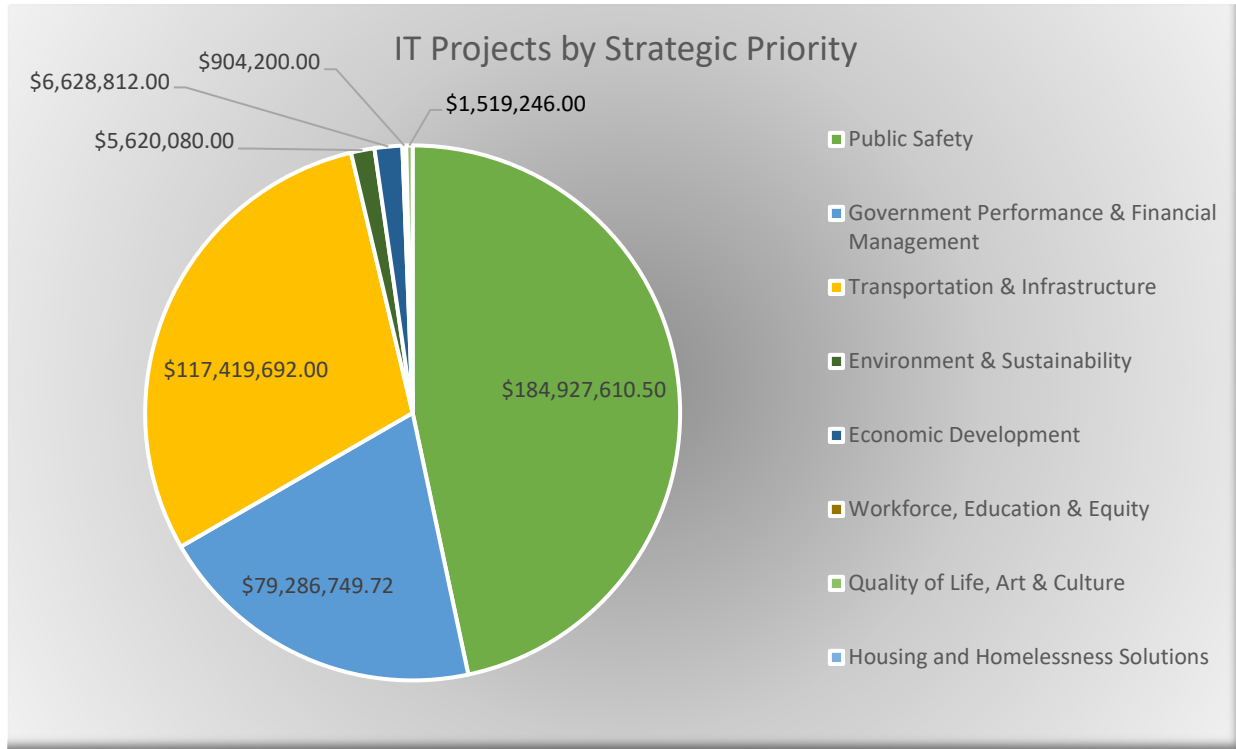
- On Tuesday, April 9th, Dr. Brian Gardner spoke to the Association of Records Managers and Administrators (ARMA). ARMA International, a non-profit professional association and network comprising experts in records management, information management, and information governance, focuses on optimizing information benefits while mitigating risks. The discussion centered on the "anatomy of a cyberattack." Topics explored included the impact of cyberattacks on records, the role of records managers in recovery efforts, preventative and responsive measures against cyber threats, as well as insights into managing cyberattacks when they occur.

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Section 1: IT Programs & Projects

A. Project Pipeline

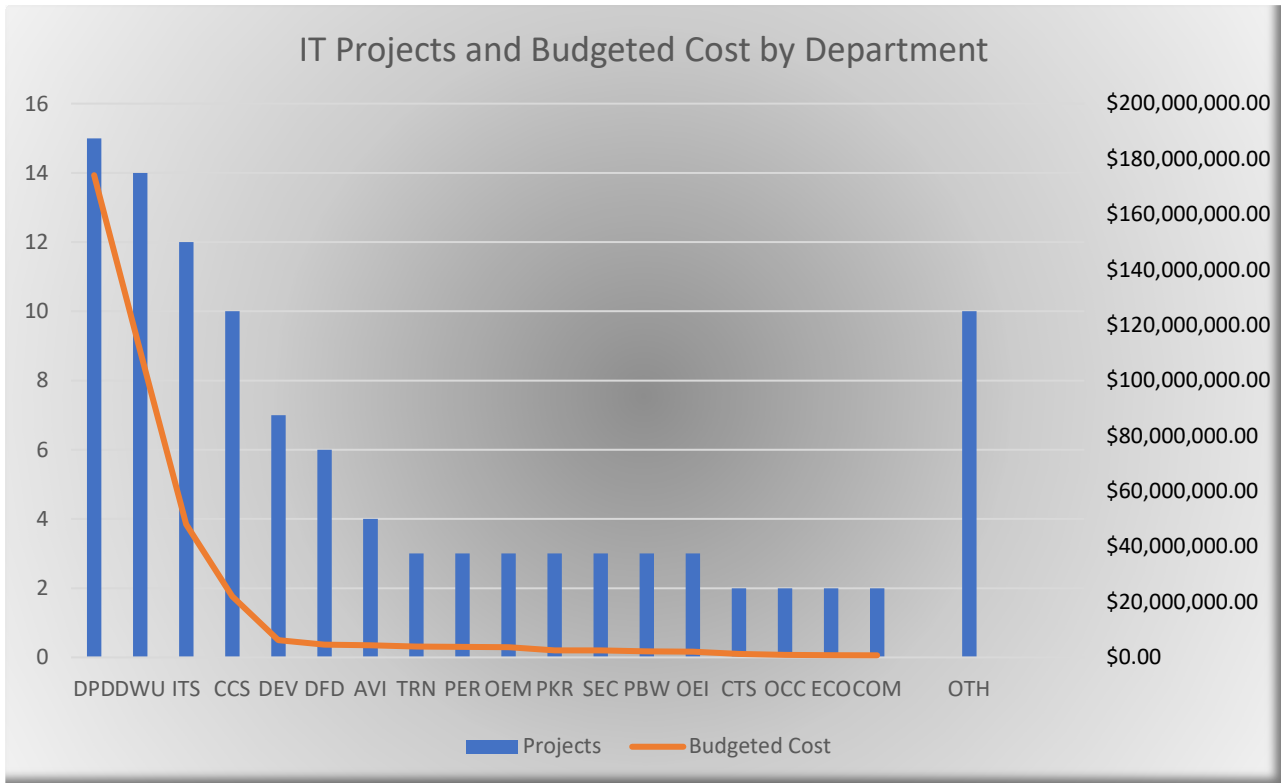
1. IT Projects by Strategic Priority



NOTES:

1. As of 04/30/2024, ITS has 105 approved IT projects in the pipeline.
2. The total budgeted costs for the 107 projects are \$395,048,632.
3. Project pipeline includes at least one project in 7 of the identified 8 strategic priorities.
4. The highest number of active IT projects are aligned to the Public Safety Strategic Priority with 25 projects at a total budgeted cost of \$184.7M, and Governance Performance Financial Management with a total of 27 projects at a total budgeted cost of \$79.3M, and followed by Transport & Infrastructure with 24 projects at a total budgeted cost of \$117.03M, and Environment & Sustainability with 10 projects at a total budgeted cost of \$4.9M.

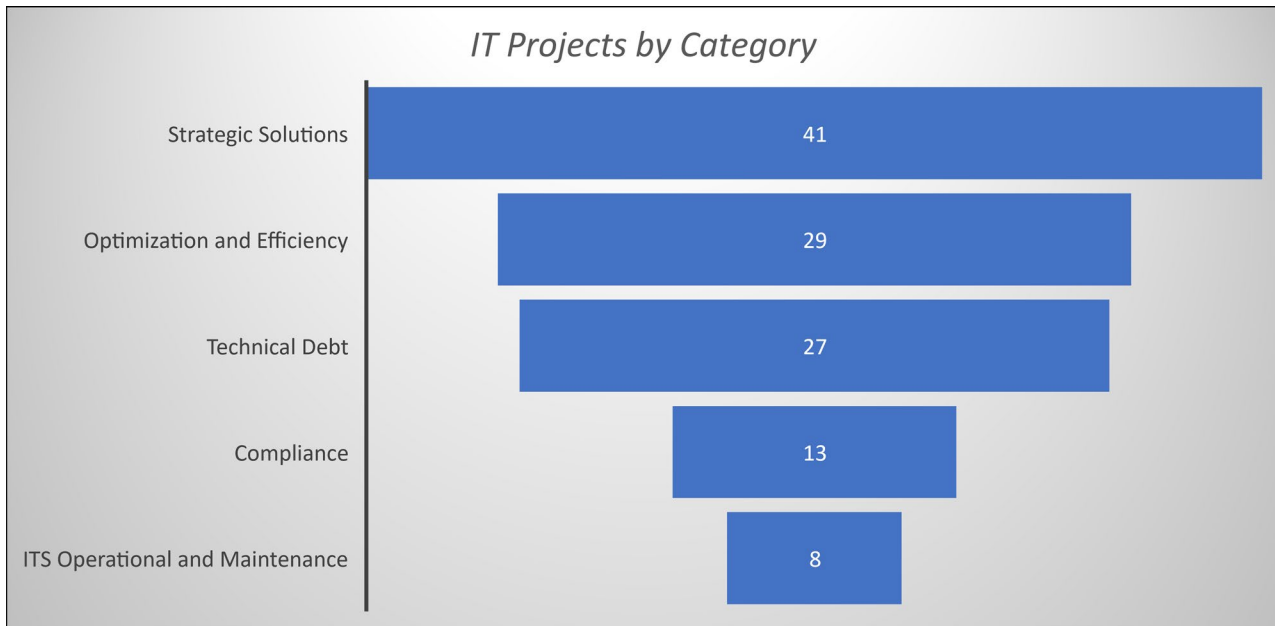
2. IT Projects and Budgeted Cost by City Department



NOTES:

1. Twenty-nine City Departments are represented across the 105 approved IT projects in the pipeline.
2. Dallas Police Department has 14 active projects at a total budgeted cost of \$174.2 million, followed by Dallas Water Utilities with 14 active projects at a total budgeted cost of \$110.4 million, Information & Technology Services with 12 projects at a total budgeted cost of \$48M, Code Compliance with 8 projects at a total budgeted cost of \$4.01M, and Development Services with 7 active projects at a total budgeted cost of \$6.2M and Dallas Fire and Rescue with 6 active projects at a total budgeted cost of \$3.8M.
3. Nine Departments have 1 active project each, making up the Other (OTH) group in figure 2 above.

3. IT Projects and Budgeted Cost by Category



NOTES:

1. Thirty-one projects implement Strategic Solutions of new products or services with a budgeted cost of \$67.76M.
2. Twenty-eight projects aim to increase Optimization and Efficiency of City processes and systems with a budgeted cost of \$273.55M.
3. Twenty-seven projects focus on reducing Technical Debt with a budgeted cost of \$109.95M.
4. Thirteen projects address Compliance Standards to meet industry regulations, government policies, or security frameworks with a budgeted cost of \$98.98M.
5. Eight projects are internal Operations and Maintenance projects with a budgeted cost of \$1.05M.


*The number of projects spread among these categories total to more than 105 due to some projects falling into more than one category.



B. Major Project Status





****LEGEND:**




- **Cancelled:** The project has not finished, and work on the project will not continue.
- **Completed:** Work on the project has finished, and all deliverables/tasks have been completed.
- **Delayed:** The project is still active, but we have passed the initial estimated completion date.
- **In Process:** The project is currently being worked on by the project team.
- **On Hold:** The project has not finished, and work on the project has been suspended.
- **Ongoing:** The project consists of multiple phases or is an operational project. Some portions have been completed, but the project has not fully reached fruition.




-  : Addresses Technical Debt
-  : PCI project



#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
1.	Enterprise Contact Center (ECC) Solution	The Enterprise Contact Center application within the City of Dallas is a secure, reliable, and scalable call platform to meet the high call volumes and growth to meet the needs of city residents. The ECC includes Natural Language Processing (NLP), Knowledge Base, Workforce Management, Interactive Voice Response (IVR), Courtesy Call Back, and other core call center capabilities to support multiple departments across the city. (\$2,134,245)	GPFM	311	Planning	In Process	
2.	Department of Aviation INDMEX AirBOSS Vehicle Tracking	This system provides the airport staff with a user friendly, browser-based means to track vehicle, aircraft movements, increase operational safety, and create a common operational picture. The Vehicle Tracking technology in this system allows the airport staff to track ground vehicles, driver positions while the Runway Incursion Warning System (RIWS) will alert vehicle operators in advance of a possible incident on runways. (TBD)	Transport & Infra	AVI	Planning	In Process	
3.	Veoci Dallas Airport System Phase 2 Implementation	This system provides the airport staff with a multifunctional platform providing emergency, safety management systems. This system allows users to create, share and manage all information related to unlimited number of emergencies, incidents, events and facilitates emergency mass communications to internal and external stakeholders of Dallas Love Field Airport. (TBD)	Transport & Infra	AVI	Jun-24	In Process	


#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
4.	AdvantageDallas Financial Upgrade	The CGI Advantage 3 system is utilized by all departments within the City for processing and recording of all budgets, procurement, and financial accounting transactions and interfaces with many enterprise business applications. This major upgrade will move the City's core financial system to a cloud-based solution providing advanced capabilities and incorporating modern technologies such as robotic process automation (RPA) and machine learning (ML) to improve the quality and speed of financial transactions. (\$22,095,745)	GPFM	CCO	Oct-24	In Process	
5.	Consumer Protection Online Salesforce Application/ Permitting system	This system will allow the department to implement online permit process for seven applications (wood vendor, motor vehicle repairs, Credit access, electronic repairs, home repair, scrap tire). Will allow business owners to access, complete, submit, and track their business permit applications online. (\$318,050)	Environment & Sustain	CCS	Planning	In Process	
6.	Asset Management System	The Code Compliance office is seeking an asset management system to manage several different assets to include Ballistic vests, uniform items (pants, belts, reflective vests, shirts, jackets) that they issue officers, and other equipment deployed to their staff to perform their duties. This effort gathers requirements to conduct market research and identify potential solutions to meet the business needs. (\$76,000)	Environment & Sustain	CCS	Planning	In Process	
7.	Body Worn Cameras for Code Personnel (CCS)	Code Compliance is implementing body-worn cameras to enhance citizen interactions, officer safety, and provide investigatory evidence for field inspections. The department has completed a pilot with limited staff and will move forward with a phased rollout. (TBD)	Environment & Sustain	CCS	Planning	In Process	
8.	Envision Connect Replacement	This project will replace the current Restaurant Inspection System - Envision Connect. Envision Connect is at the end of life for support. The vendor is requesting to move to a newer application for restaurant inspections. (\$482,611)	Environment & Sustain	CCS	Planning	In Process	
9.	Vacant Property Registration Salesforce Platform	This project will develop a registration platform and process for identifying and tracking vacant properties. This City-wide process will be managed by the Code Compliance Department. It will also enable citizens to access an online platform to register and pay for vacant properties they own. (TBD)	Environment & Sustain	CCS	May-24	In Process	



#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
10.	Electronic Citation (eCitation) System	This project will implement an electronic citation system to support the Code Compliance department's operations. On an annual basis, the department issues over 69,000 Notices of Violation and over 10,000 citations. This system will improve operational efficiency by reducing the amount of time officers spend on-site, reducing paper waste, as well as data entry mistakes from hand-written citations. (TBD)	Environment & Sustain	CCS	Aug-24	In Process	
11.	Safety Tracking, and Hazardous Identification and Inspections	This electronic system monitors training records and certifications. It permits the sharing of policies and procedures with a confirmation acknowledgement, conducts hazard identification inspections, audits, checklists, and conduct job safety hazard analysis. (TBD)	Environment & Sustain	CCS	Aug-24	In Process	
12.	Convention and Event Svcs - Office of Special Events - Customer Relation Mgmt System	Convention and Event Services Customer Relation Management System is currently operational but is not accepting Credit Card payments. This project implements PCI requirements to allow the system to eventually accept credit card payments. (TBD)	ECO	CCT	Planning	In Process	
13.	Enterprise Community and Employee Engagement Solution	This solution streamlines the city's ability to inform the public, solicit opinions, and conduct surveys to better support the citizens. It facilitates city authorities' active communication with residents and will help to better inform residents about service changes. (TBD)	GPFM	CMO	Sep-24	In Process	
14.	RFCSP for Court Case Management System	The current Court Case Management System (Tyler Technologies) contract will expire June 2024. CTS wishes to conduct market research and conduct a competitive procurement to ensure the best solution is selected to upgrade and improve Court Case Management. (\$4,371,720)	Public Safety	CTS	Planning	In Process	
15.	Development Services Training Simulator	The building permitting and inspection process involves several different components operating independently on separate software platforms. The purpose of this project is to develop a training simulator that allows for cross-collaboration across city divisions to improve quality and efficiency of processes. (\$50,000)	ECO	DEV	Planning	On Hold	


#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
16.	Customer Queueing Software	Customers currently walking into the permit center need to be able to "sign in" and set appointments remotely. DEV needs to be able to offer this service to their customers to better track the data associated with their customers' experiences; volume, wait times, types of service...etc. This project will identify, procure, and implement a customer queue management solution for Development Services. (\$60,000)	ECO	DEV	Planning	In Process	
17.	Expand OnBase to the Entire SDC Department	The OnBase content management system was originally implemented only for the Building Inspection division within the Development Services Department (DEV). Purpose of this project is to implement the content management system to all divisions within DEV. (\$180,712)	ECO	DEV	Dec-24	On Hold	
18.	iNovah Upgrade	This project upgrades existing software to the most recent version and provide new hardware for iNovah, the Point of Sale/cashiering system for Sustainable Development. (\$484,350)	ECO	DEV	Dec-24	In Process	
19.	DallasNow	The city's current permitting system has reached end of life, cannot interact with the new geospatial technology standards, and is difficult to change to support new business requirements, and workflows. This project will deploy a new system to replace the existing system and to add efficiencies in the permitting process. (\$9,746,780)	ECO	DEV	Sep-25	In Process	
20.	Smart Device/ Technology Behavioral Health App for DFR Members	This project will provide a Peer Support Contact App for Dallas Fire-Rescue (DFR) personnel. At Dallas Fire-Rescue (DFR), the City is promoting whole-person wellness. This new application will supplement existing mental health support services available to the City's DFR members. (\$170,000)	Public Safety	DFD	Planning	In Process	
21.	Telestaff-Workday Integration Phase 2	Telestaff automated scheduling and staffing system for City of Dallas Fire Department 24-hr employees' integration with Workday Payroll System. (\$731,238)	Public Safety	DFD	Jun-24	In Process	
22.	Dispatch/ Communications Video Wall	This video system will be a "video wall" solution to display relevant information regarding Fire and EMS dispatches. It will include Traffic Camera inputs, weather information, and other information to enhance DFR's dispatchers as they work Fire and EMS teams in real-time. (TBD)	Public Safety	DFD	Sep-24	In Process	



#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
23.	Fire Station Alerting System	Dallas Fire Rescue dispatches resources from 58 fire stations strategically deployed throughout the City. To avoid response delays, DFR relies on a station Alerting System that integrates with our Computer Aided Dispatch (CAD) system to advise firefighter/paramedics of assistance calls. The current station alerting system is end of life, difficult to maintain, and lacks the full range of functionality more modern solutions provide. This project will conduct market research, procure, and implement a new modern station alerting system for Dallas Fire Rescue. (\$1,860,000)	Public Safety	DFD	Oct-24	In Process	
24.	IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59	Total of 8 new and rebuild Dallas Fire Stations are being constructed in scope Sta. 46, 36, 59, 41 Temp, 41 Replacement, 19, 58 and 21 FS/AVI Center. All new IT infrastructures including cabling, network, workstations, printers, radio alerting system equipment, etc., will be activated in line with facility openings. (\$131,688)	Public Safety	DFD	May-25	In Process	
25.	DPD Gun Range Software	This system supports the Firearms Training Center (FTC). It will provide tracking of weapons training and weapons qualifications for rifle, pistol and shotgun training. It will also need to keep track of weapons maintenance and other information related to officer's firearm training. (TBD)	Public Safety	DPD	Planning	In Process	
26.	County CAD Collaboration	Upgrade and expand the city's Computer-Aided Dispatch (CAD), extending it to the County to improve collaborate on emergency 911 call center responses. This project is also required to fully implement the upgrade of the 911 call center's telecommunications infrastructure. (\$0)	Public Safety	DPD	Planning	In Process	
27.	WEB-RMS	This project will migrate DPD's current law enforcement Records Management System (RMS) case management system from the current onsite solution to an upgraded Web-based system. The upgraded RMS will give the department needed functionality that is not available to the department currently in the on-premises solution. Current limitations require process workarounds creating potential errors and inefficiencies which will be resolved with the upgrade. (\$1,010,000)	Public Safety	DPD	Planning	In Process	
28.	Ricoh-Fortis Document Management System Replacement	The DPD Fortis document management system is at end of life and no longer supported. This project will replace and upgrade the DPD document management system. (\$217,633)	Public Safety	DPD	Planning	In Process	

#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
29.	Fusus Devices Implementation for DPD	The Fusus product suite will provide a video and data collaboration platform to expedite intelligence gathering and efficiency of response to situations as they unfold throughout the community. Further, providing a tool for identifying the location of cameras in proximity that may provide valuable information to aid in the response and/or subsequent investigation. (\$478,589)	Public Safety	DPD	July-24	In Process	
30.	Off-Duty Job Application	This system will manage all elements of off duty jobs for DPD employees including tracking of personnel off-duty jobs, and number of hours worked. It will handle payments to employees for off-duty work and payments to the City for the use of any City assets. (TBD)	Public Safety	DPD	Nov-24	In Process	
31.	Use of Force – Police Strategies LLC	This project will provide a data analytics platform which produces analytic dashboards which provides comparative analysis by extracting data from incident reports, officer narratives, analyzes the data using established algorithms, and produces written summary reports used by DPD leadership in focusing resources. (\$1,383,800)	Public Safety	DPD	Jul-26	Ongoing	
32.	Surveillance Cameras and Real Time Crime Center	This project will provide a “Real Time Crime Center” capability within Jack Evans police station. It will include: 1) building a new command center video room (Real Time Crime Center), 2) building camera installations, 3) video camera software, video storage, and surveillance camera installations at intersections, and 4) trailer camera installations. (\$20,409,944)	Public Safety	DPD	Sep-26	In Process	
33.	CAD & RMS Universal Replacement	This project will replace the current Computer Aided Dispatch (CAD) system and the Records Management System (RMS) with a holistic, universal solution to support the Dallas Police Department, Dallas Fire-Rescue, and the Dallas Marshal’s office. The goal of this project is a solution utilizing industry best practices, while also providing uniformity across both platforms. This will support better tracking of incidents from initiation through investigations to final resolution. (TBD)	Public Safety	DPD	Oct-26	In Process	
34.	In Car Video Body Worn Camera Interview Room	There is a Federal Requirement to video record public safety stops. In car systems involve video in patrol cars. Body worn cameras involve wearable video camera systems for officers and replacing video equipment in Public Safety interview rooms. (\$146,855,764)	Public Safety	DPD	Planning	In Process	

#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
35.	Relocate Development Services to New Facility	In September 2022, the City of Dallas purchased a new facility at 7800 N. Stemmons Freeway which will serve as the offices and storefront for the Development Services Department (DEV). This project will provide all new IT infrastructure including cabling, network, workstations, printers, radio equipment, etc. in line with the facility opening. (\$5,000,000)	GPFM	DSV	Planning	In Process	
36.	Apptio IT Financial Transparency SaaS	This project is for a cloud-based solution for the Department of Information and Technology Services (ITS) to gain detailed insight into IT expenses, cloud infrastructure/ software usage and other IT related costs. (\$1,353,866)	GPFM	DSV	Planning	In Process	
37.	Network Unified Communications Upgrade	The City's current collaboration suite is at end of life and requires an update to maintain functionality and reduce risk. This project will upgrade the Unified Communications Management (UCM) to the latest version available. (\$618,180)	GPFM	DSV	Planning	In Process	
38.	PCI DSS Requirements Validation Project	This project focuses on protecting Cardholder Data (CHD) and the Cardholder Data Environment (CDE) by utilizing PCI Data Security Standards. The goal of Payment Card Information Data Security Standards (PCI DSS) is to ensure the protection (privacy) of cardholder data and sensitive authentication data wherever it is processed, stored or transmitted. This project initially focuses on current active projects with PCI components and will expand to cover other projects and systems, as necessary. (TBD)	GPFM	DSV	Oct-24	In Process	
39.	IT Project and Portfolio Management Tool	This project will implement a new Project and Portfolio Platform (PPM) tool suite to provide a centralized and automated project management portfolio, assist with project intake, and improve the tracking and management of IT projects. (\$300,134)	GPFM	DSV	Nov-24	In Process	
40.	ServiceNow Phase 2	ServiceNow Phase 2 comprises 4 major tasks or subprojects – "IT Software and Hardware Asset Management", "ServiceNow Stabilization and Workflow Improvement", "ServiceNow Fedramp Cloud Migration", and "ServiceNow Version Upgrade to San Diego Q1 2022". (\$1,305,890)	GPFM	DSV	Dec-24	In Process	

#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
41.	Digital Equity Infrastructure	This project seeks to meet the City’s vision of ensuring that all Dallas households will have high-speed, reliable internet and access to devices in their homes by seeking commercial telecommunication service providers to develop and implement digital equity infrastructure which addresses established gaps in targeted communities. (\$40,000,000)	GPFM	DSV	Dec-26	In Process	
42.	Unsupported Software Remediation	Identify servers and databases running unsupported versions of software and applications that will require modifications to bring up to supported software levels. As well as develop a plan to upgrade in a sequenced fashion. (\$0)	GPFM	DSV	Dec-26	Ongoing	
43.	Enterprise Capital Project Management System (ECPMS) Phase 2	Phase 2 Implementation of the Enterprise Capital Project Management System (ECPMS), IBM Tririga, to support the DWU Capital Projects division. Also, includes the delivery of reporting enhancements and efficiencies to the Phase 1 implementation. (\$2,169,090)	Transport & Infra	DWU	Planning	In Process	
44.	LIMS Acquisition and Implementation Phase 3	DWU is implementing a Laboratory Information Management System (LIMS) for one Analytical Lab, five treatment plants, the Water Quality Division and the Watershed-Reservoir Division to increase regulatory compliance, productivity, efficiency and effectiveness. (TBD)	Transport & Infra	DWU	May-24	In Process	
45.	Enterprise Work Order and Asset Management (EWAMS) Phase 2	Implementation of an Enterprise Work Order and Asset Management System (EWAMS), that can be utilized as the standard for the City of Dallas. The Phase 2 effort of this Enterprise platform implementation will manage Work Orders and Maintenance. (\$4,901,864)	Transport & Infra	DWU	Sep-25	In Process	
46.	Enterprise Work Order and Asset Management (EWAMS) Phase 3	This professional service contract allows for continuous consultant services for the expansion of the Enterprise Work Order and Asset Management System (EWAMS). Phase 3 will oversee the implementation of Dallas Water Utilities (DWU) Meter Services division. (\$12,989,751)	Transport & Infra	DWU	May-28	In Process	
47.	Library Website Update	The library’s website needs to be updated to meet the current and future needs of the library including being able to support additional online content, online programs, and education. (TBD)	QOL	LIB	Dec-25	In Process	
48.	Neighborhoodly Expansion Fair Housing	The purpose of the software is to complete the Fair Housing assessment of housing projects. This ensures we affirmatively further fair housing in the City as required by the Fair Housing Act and HUD. (\$25,700)	WEE	OEI	Planning	Delayed	

#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
49.	Stormwater Compliance Information Management System	OEQ staff currently manage mission-critical and legally sensitive environmental management consent decree (EMCD) /permit-required tasks through a 20-year-old “homemade” information system built on MS Access 2002 and InfoPath. This project will procure and implement a new, modern system which provides timely information through dashboards and reports. (\$49,900)	Environment & Sustain	OEQ	Jun-24	In Process	
50.	Real Estate Case Management System	This project will streamline the leasing of properties and the utilization of right-of-way by introducing an online application process. It will also give applicants the ability to track progress of their application in real time. (TBD)	Transport & Infra	PBW	Planning	In Process	
51.	Snow & Ice Response	This project supports emergency response during snow and ice events. It will streamline the City’s emergency response capability and will allow the Public Works department to quickly provide updated sanding information to other departments, to include Public Affairs Outreach Dept., Office of Emergency Management, Dallas Fire and Rescue, and Dallas Water Utilities. (TBD)	Transport & Infra	PBW	Oct-24	In Process	
52.	Document and Automate COD Worker On-Offboarding Process(es)	This project will document and improve city Onboarding and Offboarding processes and system interactions. (TBD)	GPFM	PER	Nov-24	In Process	
53.	Replace Human Capital Management System Ph 2	This initiative involves the strategic implementation of HR modules for Performance and Talent Management, Recruiting and Onboarding, Learning Management System, Benefits Administration, and Advanced Compensation. In addition, we are orchestrating a meticulous Data Migration process, ensuring a seamless transition from legacy applications. (\$3,016,700)	GPFM	PER	Feb-25	In Process	
54.	Historical Data Repository Solution for Select HR System Data	This project will provide an approved data warehouse solution for HR data being migrated from offboarding applications. This project will define data governance rules and enable compliant retention of City data from numerous current Human Resources (HR) systems. It will provide for an approved Data Warehouse for operational support, reporting and regulatory (data retention) compliance. The final solution will integrate with the HR Workday (WD) system. (\$1,961,406)	GPFM	PER	Feb-25	In Process	
55.	Installation of Lighting and Security Cameras on the Runyon Creek Trail	This project will install cameras and lighting along the Runyon Creek Trail. It will enhance safety for the 2.7-mile Runyon Creek Trail in southern Dallas. (\$186,464)	QOL	PKR	Planning	In Process	

#	Project Name	Description	Strategic Priority	Dept	Estimated Completion Date	Project Status	Value Adds
56.	PKR Asset Inventory, Amenity, and Maintenance Management System	This project will implement an integrated park asset, work order, operations and maintenance, along with resource management for the Park and Recreation Department. (TBD)	QOL	PKR	Nov-24	In Process	
57.	Payment Vendor (SAP Users – DWU)	This project is to migrate DWU and other user departments of online (Biller Direct) and IVR payments to a new payment platform which provides real-time information for payments and reconciliation. (\$15,000,000)	Transport & Infra	SAP	Planning	In Process	
58.	DWU Billing CIS and Customer Portal Replacement	DWU’s current CIS system, SAP, will reach its end of life in 2025. DWU must replace SAP by 2025 to ensure continuity for billing. (\$0)	Transport & Infra	SAP	July-28	In Process	
59.	Build an Ethics Financial Reporting Solution	The purpose of this system is to promote and support ethical financial compliance. (\$15,000)	GPFM	SEC	On Hold	On Hold	
60.	SEC Records Inventory Management Solution	Replace the current obsolete and unsupported FoxPro database with a state-of-the-art software application (preferably SaaS) that provides full functionality for operating a records center. Replacing this application will improve the management of the 70,000+ (\$231,440)	GPFM	SEC	July-24	In Process	
61.	Electronic Document Management (EDMS)	Project provides Electronic Document Management and Document Archive System for the City Secretary’s Office. (\$336,562)	GPFM	SEC	Dec-24	On Hold	

NOTES

1. **Enterprise Contact Center (ECC) Solution.** Project is still in process. Anticipate approximately 3 – 6 months' work to implement Single Sign On. The final phase of procurement was finalized 11/20/2023. Estimated Completion Date will be updated after phase planning is complete.
2. **Department of Aviation INDMEX AirBOSS Vehicle Tracking.** This project is in the initiation phase. End date will be adjusted once planning phase is complete.
3. **Veoci Dallas Airport System Phase 2 Implementation.** This project is in the planning stage. Completion date will be updated, as necessary, upon completion of planning phase.
4. **Advantage Dallas Financial Upgrade.** This project has been renamed from "Core Financial Systems Upgrade" to "ADVANTAGE Dallas Financial Upgrade".
14. **RFCSP for Court Case Management System.** The RFCSP is pending and expected to be released by Procurement by April 2024.
15. **Development Services Training Simulator.** This project is on hold due to competing priorities.
18. **iNovah Upgrade.** The iNovah project reconvened with the goal of upgrading the application to the newest software version of 2.70 from the 2.64 version. During the process the team will also upgrade all cashiering stations with the latest cashiering devices.
20. **Smart Device/Technology Behavioral Health App for DFR members.** Project has moved to procurement phase.
21. **Telestaff-Workday Integration Phase 2.** Telestaff-Workday Integration(s) Phase 2 - Fire and CCO-Payroll started Parallel Payroll testing March 2024 - June 2024. TS-WD Integration(s) for Fire uniform anticipated Go-live in Production June 2024.
24. **IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59.** Project is being implemented in an agile fashion. Next phase is expected to complete February 2024. Fire Stations complete to date include Stations 46, 36, 41, 58, 59 and 19. Remaining FS 21/AVI Center.
25. **DPD Gun Range Software.** This project is beginning the procurement process. Completion date will be provided when available.

27. **WEB-RMS.** Procurement Process has been completed. Project meetings have started for both internal and external cadence.
28. **Ricoh-Fortis Document Management System Replacement.** This project is in the planning stages. A new timeline is being developed and a new date will be provided when available.
30. **Off-Duty Job Application.** This project is beginning the procurement process. Completion date will be provided when available.
31. **Use of Force - Police Strategies LLC.** All initial project tasks have been completed. End date of project is 2026 because Dallas will continue to provide data on a quarterly basis until the end of the contract.
43. **Enterprise Capital Project Management System (ECPMS) Phase 2.** Additional GIS enhancements are being documented for review and approval by the Business Unit and vendor before adding additional scope to the project. Purchasing request in progress.
53. **Replace Human Capital Management System Phase 2.** The Workday Modules Implementation will be done in three phases. Recruiting-Onboarding and Talent-Performance is Now Live in Production. Benefits anticipated Go-live is Oct 2024. Advanced Comp and LMS (Learning Mgmt. System) anticipated Go-live Feb 2025.
59. **Build an Ethics Financial Reporting Solution.** Project date will be updated after this project has completed the procurement process.
60. **SEC Records Inventory Management Solution.** Project is on schedule per our project plan. The team is currently moving into UAT and training phases. Documents for PCI Compliance have been requested from the vendor.
61. **Electronic Document Management - EDMS.** The EDMS project is part of a group of projects relying on the Hyland Software System, which are being developed serially. We are currently re-validating the project budget and scope. Participating departments will then re-work the schedule.

C. Changes to Major Project Status List

1. Major Projects implemented or closed since last report.
 - a. DAS Inventory Management Tool - Project #15 on March 2024 report.
 - b. COBWEBS - Project #29 on March 2024 report.
 - c. Short Term Rental Enforcement Database - Project #7 on January 2024 report.
 - d. DWU Ancile U Perform Upgrade

2. New Projects approved by the IT Governance Board.
 - a. Civil Service Assessment Capability
 - b. Enterprise Partnership Database
 - c. Itron Temetra Upgrade

Section 2: IT Operations

A. Outage Report

1. Monthly Service Desk Report

The IT Service Desk functions as the single point of contact (SPOC) between the City’s IT organization and its end users. The Service Desk handles a variety of requests that include distribution to support, setting user passwords, and troubleshooting issues. It assists customers with incident resolution and service request management. The Monthly Service Desk Report provides metrics and trends of the IT service desk performance.

Service Desk Call Metrics

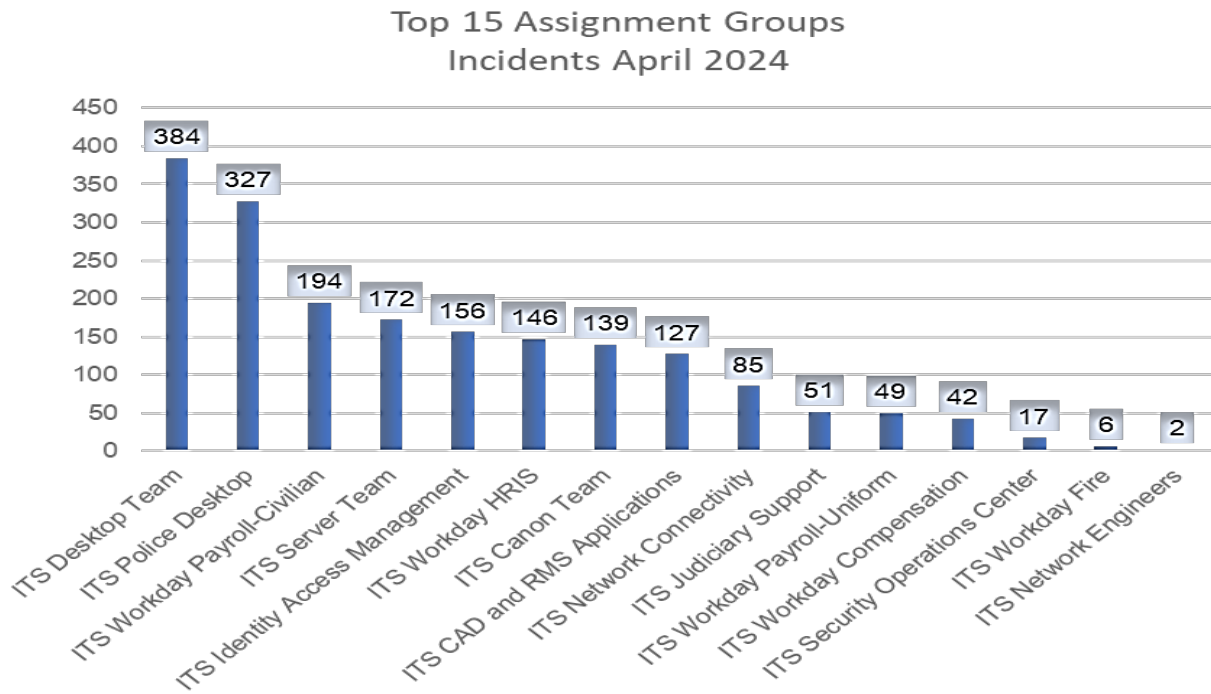
Category	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Total Calls	11740	5528	5698	8195	6344	6228	5836	3034	3719	4108	5720	6419
Answered	7977	5005	5513	7941	6056	6143	5759	3006	3693	4070	5628	6315
Abandoned	523	523	185	254	288	85	77	28	26	38	92	104
Abandoned (<10sec)	1398	175	71	103	122	55	57	12	19	18	52	23
Abandoned %(<10sec)	17.5	3.5	1.3	1.3	2.0	1	1	1	1	0	1	1

Metric	Metric	Current Month	Trend								
Average Speed to Answer – Voice	Average Speed to Answer - Voice	00:09									
Password Related Incidents	Password Related Incidents	71%	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Feb</td><td>70.3%</td></tr> <tr><td>Mar</td><td>69.3%</td></tr> <tr><td>Apr</td><td>71.1%</td></tr> </table>	Month	Value	Feb	70.3%	Mar	69.3%	Apr	71.1%
Month	Value										
Feb	70.3%										
Mar	69.3%										
Apr	71.1%										
First Contact Resolution - Incident	First Contact Resolution - Incident	90.80%	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Feb</td><td>91%</td></tr> <tr><td>Mar</td><td>86%</td></tr> <tr><td>Apr</td><td>91%</td></tr> </table>	Month	Value	Feb	91%	Mar	86%	Apr	91%
Month	Value										
Feb	91%										
Mar	86%										
Apr	91%										
Average Duration – Service Desk	Average Duration - Service Desk	0.25 Days* 361 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Feb</td><td>365</td></tr> <tr><td>Mar</td><td>300</td></tr> <tr><td>Apr</td><td>361</td></tr> </table>	Month	Value	Feb	365	Mar	300	Apr	361
Month	Value										
Feb	365										
Mar	300										
Apr	361										
Average Duration – Field Services	Average Duration - Field Services	2.35 Days 3391 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Feb</td><td>3387</td></tr> <tr><td>Mar</td><td>3365</td></tr> <tr><td>Apr</td><td>3391</td></tr> </table>	Month	Value	Feb	3387	Mar	3365	Apr	3391
Month	Value										
Feb	3387										
Mar	3365										
Apr	3391										
Average Duration - PD Field Services	Average Duration - PD Field Services	2.39 Days 3455 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Feb</td><td>4870</td></tr> <tr><td>Mar</td><td>2851</td></tr> <tr><td>Apr</td><td>3455</td></tr> </table>	Month	Value	Feb	4870	Mar	2851	Apr	3455
Month	Value										
Feb	4870										
Mar	2851										
Apr	3455										

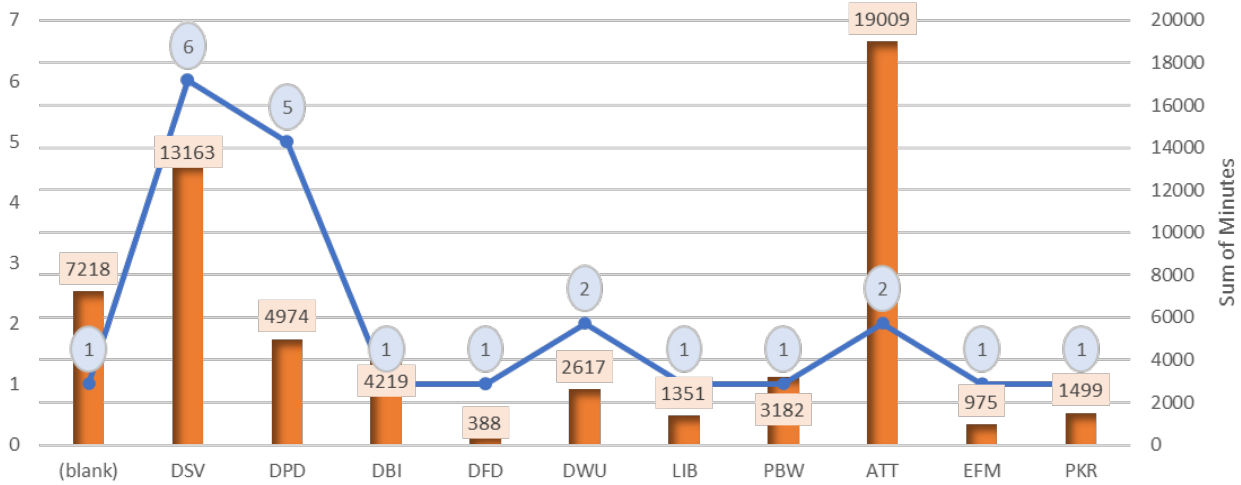
NOTES:

1. In April 2024, the IT Helpdesk received 6419 calls for support. This is an increase of 1299 calls over March 2024 which saw 5120 calls, and significantly above the rolling yearly average of ~5529 per month (excluding May 2023 and the impact of ransomware related calls).
2. First Contact Resolution (Incidents) rebounded to 90.8% in April, compared to March, at 86.7% and above the rolling year average of 83%.
3. Field Services (excluding DPD) average service duration of 2.35 days in April is in line with March.
4. Field Services for DPD average service duration increased marginally to 2.4 days in April compared to 1.97 days in March.

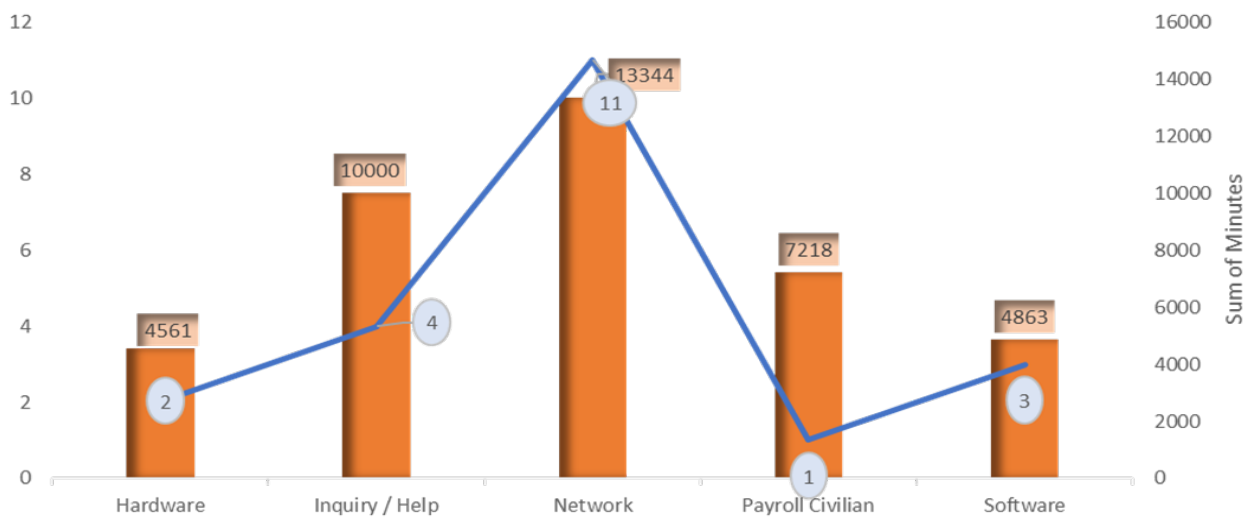
2. Monthly Incident Report (Break/Fix “My Computer Doesn’t Work”)



Impact Minutes by Department
Severity 1 and Severity 2

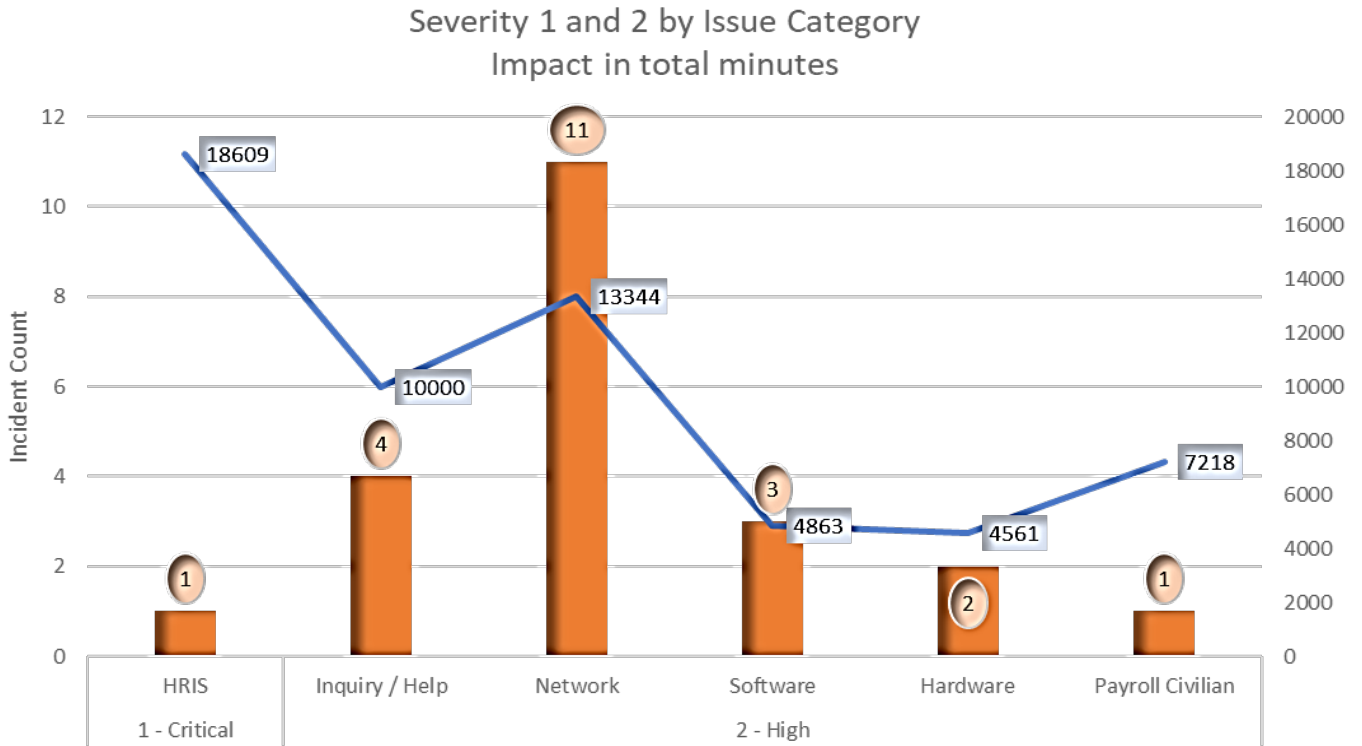


Impact Minutes by Issue Category
Severity 1 and Severity 2



NOTES:

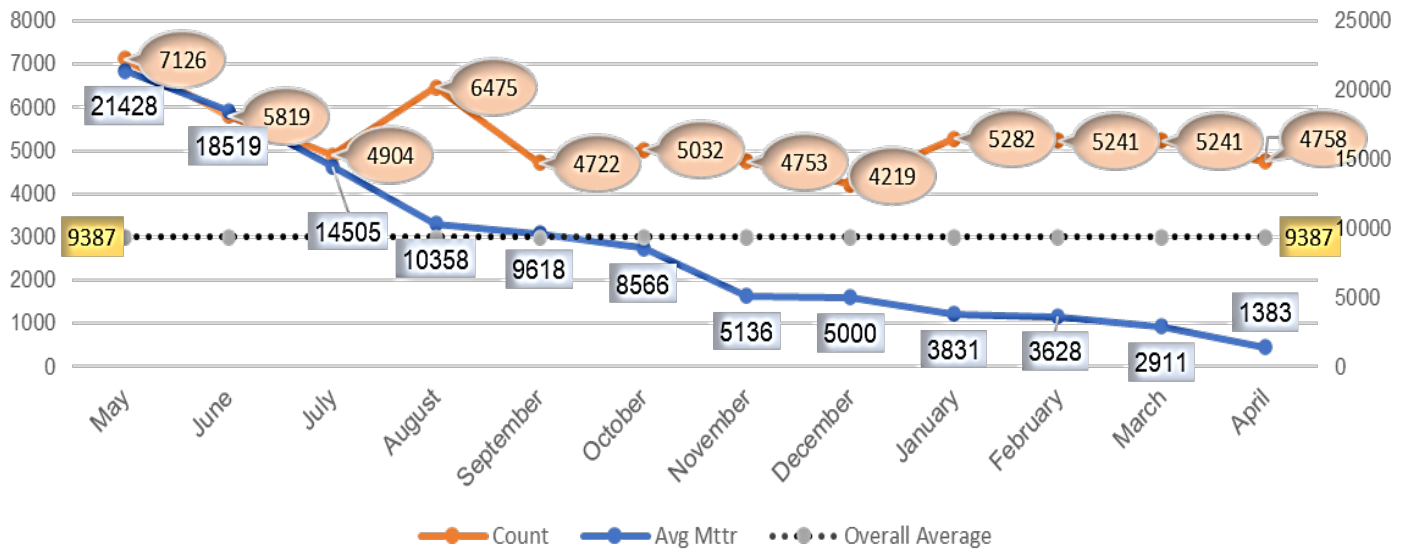
1. Severity 1 and Severity 2 incidents are the most severe and most likely result in degraded services or outages that impact the ability of City departments to fulfill their missions.
2. The top chart tracks the number of reported major incidents by department, along with the total number of minutes the incident(s) potentially impacted them.
3. The lower chart tracks major incidents by category and minutes of impact.



NOTES:

1. This chart provides the distribution of major incidents and impact minutes over specific services and delineated by Critical and High severity.
2. Payroll issues are all treated as Critical in nature. Payroll issues are not considered IT related issues.

Monthly MTTR



NOTES

1. This chart provides the trendline for the average mean time to repair (MTTR), an industry standard for tracking the timeliness of resolution on reported incidents.
2. Mean Time to Repair, in these reports, is calculated as the total time from Report of Incident to the Resolution of the Incident.
3. April numbers do not include 422 tickets which remain “in-progress” and as of the reporting date not yet resolved.
4. Previous months MTTR figures have been adjusted to reflect 173 incidents from previous months that were closed in this reporting cycle.
5. Previous months MTTR numbers updated to reflect post reporting month closure validation. April numbers will be updated in May reporting cycle to reflect tickets closed post data compilation.

3. Monthly Major Outage Report

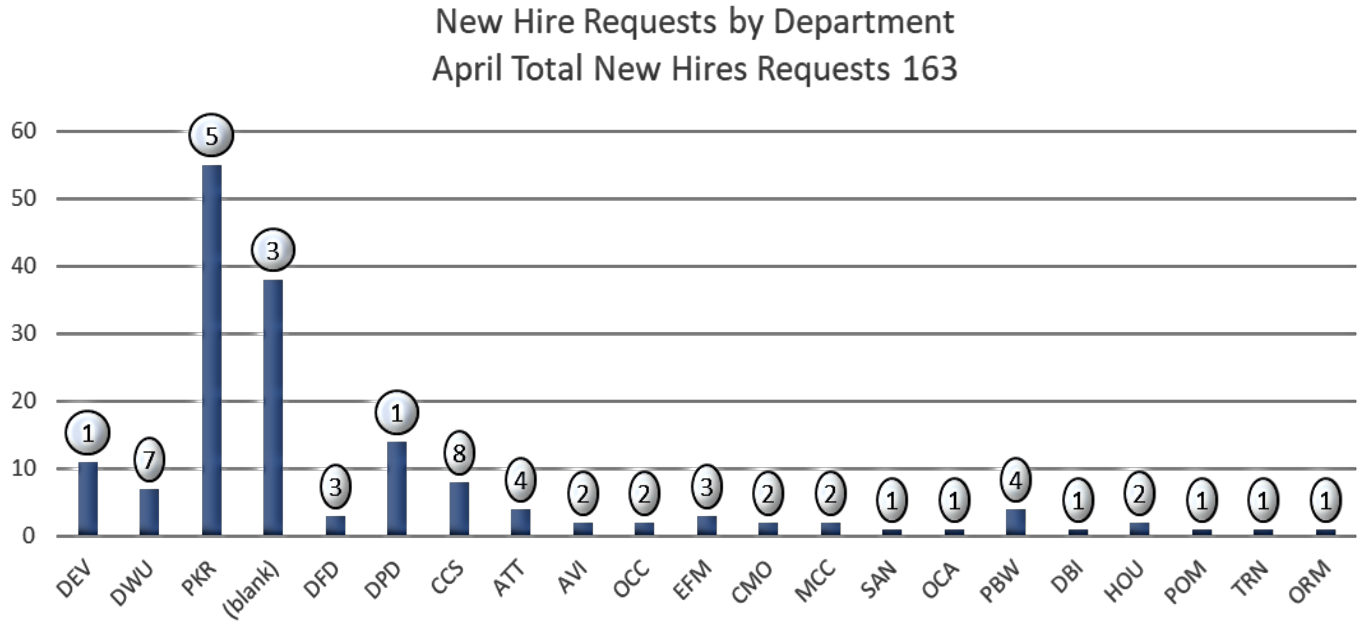
Priority	Description	Department	Primary	Secondary	Assignment Group	Hours
1 - Critical	Workday sick time issue	ATT	HRIS	Leave/Absence Issue	ITS Workday HRIS	310.2
2 - High	W-2 Request		Payroll Civilian	W-2	ITS Workday Payroll-Civilian	120.3
2 - High	Posse APPOSSE02 C Drive is Full	DSV	Inquiry / Help	How To	ITS Server Team	9.3
2 - High	Phone Support Service Desk number is not working	DSV	Network	Outage	ITS Network Phone	6.0
2 - High	Server Unresponsive request for reboot after 8pm	DBI	Hardware	Server	ITS Server Team	70.3
2 - High	Network Network Unresponsive	PBW	Network	Outage	ITS Network Engineers	53.0
2 - High	Server Replication errors on xxxnnnn	DSV	Software	Troubleshooting	ITS Server Team	19.4
2 - High	SCADA SCADA not sending data	DWU	Software	Troubleshooting	ITS Network Connectivity	26.9
2 - High	Network Network Unresponsive	DWU	Network	Outage	ITS Network Connectivity	16.7
2 - High	Network Network Unresponsive	EFM	Network	Outage	ITS Network Connectivity	16.3
2 - High	Network Network Unresponsive	DPD	Inquiry / Help	Policy/Procedure	ITS Network Connectivity	7.4
2 - High	Right-of-Way Mangement System data validation	DSV	Software	Troubleshooting	ITS Salesforce Apps	34.7
2 - High	Network Network and phones unresponsive	DPD	Network	Outage	ITS Network Connectivity	16.7
2 - High	Network Network Unresponsive	ATT	Network	Outage	ITS Network Connectivity	6.7
2 - High	Network Network Unresponsive	LIB	Network	Outage	ITS Network Connectivity	22.5
2 - High	Network Network and phones unresponsive	DFD	Network	Outage	ITS Network Phone	6.5
2 - High	Print Canon print jobs not responding	DPD	Hardware	Network Printer	ITS Network Connectivity	5.7
2 - High	Network Network unresponsive on multiple floors	DPD	Network	Outage	ITS Network Connectivity	29.9
2 - High	Server Server Unresponsive xxxnnnn	DSV	Inquiry / Help	Escalation/Status	ITS Server Team	144.2
2 - High	Network Network unresponsive on multiple floors	DPD	Network	Outage	ITS Network Connectivity	23.1
2 - High	VMWare VDI is unresponsive for Service desk	DSV	Inquiry / Help	How To	ITS Server Team	5.7
2 - High	Network Network Unresponsive	PKR	Network	Outage	ITS Network Connectivity	25.0

NOTES:

1. Major incidents are identified as Severity1 and Severity2 that have significant impact to City services or Department’s ability to perform critical functions and last over 4 hours in duration. Major incidents are measured by duration of impact, degraded or full outage of services.
2. Major Incidents with #value are incidents that had over 4 hours of impact, however, are incomplete of details or still in progress at the time the report was generated to identify full impact to departments.
3. April saw an increase in both the average time to repair and total impact time for Major Incidents compared to March. April average MTTR of 44.4 hours compared to 33.9 hours in March. April total impact 976.6 hours compared to March which had 779.2 hours.
4. Twenty-two major incidents in the month of April, 1 critical and 21 high. A decrease of 4 over March of 1 critical and 25 high.

B. Service Requests (including new employee onboarding)

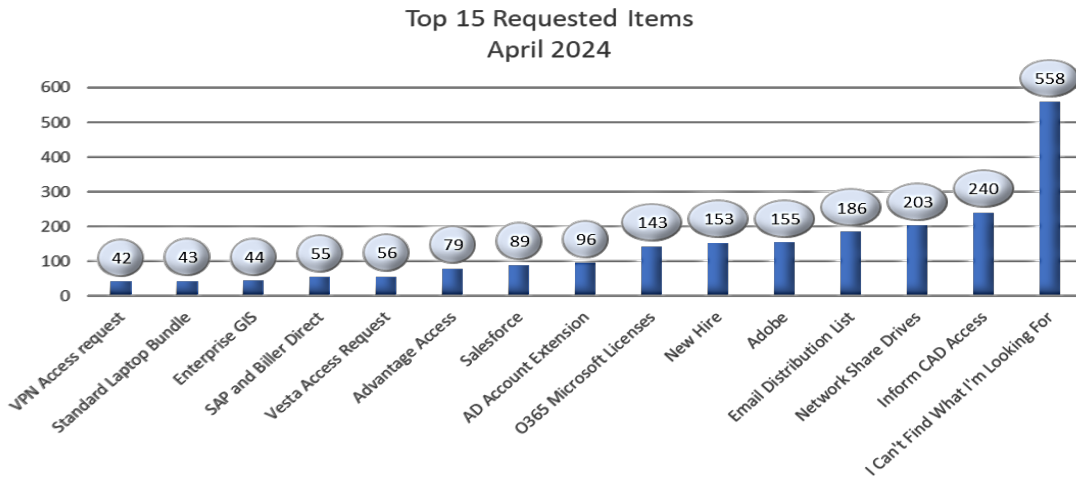
1. New Hire Report



NOTES:

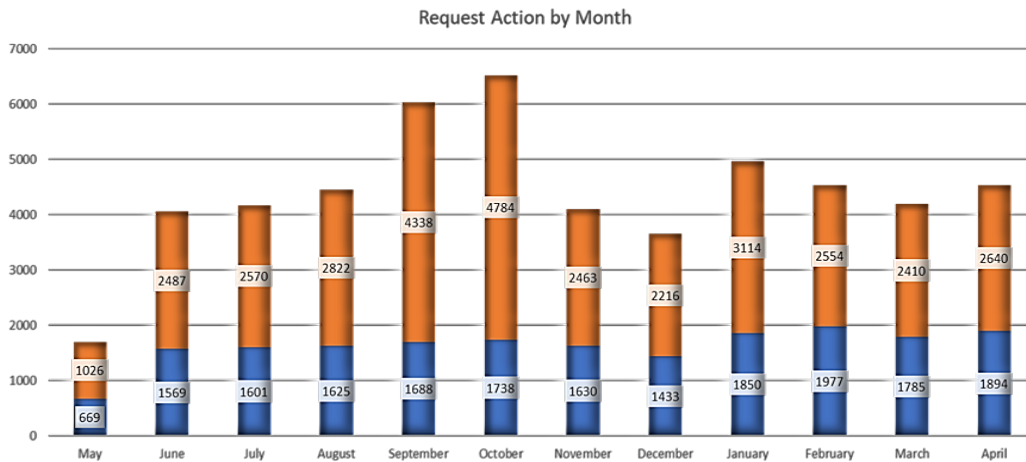
1. In the month of April, a total of 163 request tickets were generated for new employees.
2. PKR, DPD, and DEV were the top 3 New Hire Request departments. *Excluding blanks
3. Blank indicates no department match was available for the requested onboarding at the time the report was generated.

2. Service Request Report (An ask for service – “I Need Software Installed”)



NOTES:

1. April Service Requests totaled 2640, an increase of 850+ over March which totaled 1785. This report depicts the top 15 Request by type that were selected.
2. “I Can’t Find What I’m Looking For” is a category used when a service catalog item does not exist for what the user is asking.



NOTES:

This chart illustrates that 1894 Requested Tickets generated 2460 Requested Actions. Frequently, one request generates multiple actions to be completed by one or more teams to fulfill the ask.

C. IT Applications Availability **** (New) ****

The City’s IT Applications Support Team is responsible for maintaining, troubleshooting, and providing user assistance for over 800 plus applications used across the enterprise. Applications, both Public Safety and Non-Public Safety, are rated based on the critical nature of the application, availability requirements, and the departments they support. They are provided with a tier-based rating. Monthly availability of Tier 1 or critical applications is a primary performance indicator.

Application	Support Team	PS/NonPS	Target	April Hours	April Uptime
Computer Aided Dispatch (CAD)	ITS CAD and RMS Applications	Public Safety	99.999%	716	100.00%
Fire Station Alerting System (Locution)	ITS DFR Applications	Public Safety	99.999%	716	100.00%
inPursuit Records Management System (RMS)	ITS CAD and RMS Applications	Public Safety	99.999%	716	100.00%
POSSE	ITS Land and Permit Applications	Non-Public Safety	99.980%	716	100.00%
Salesforce CRMS	ITS 311 Applications Salesforce CRMS	Non-Public Safety	99.980%	716	100.00%
CGI/AMS Advantage Financial	ITS Financial App	Non-Public Safety	99.999%	716	100.00%

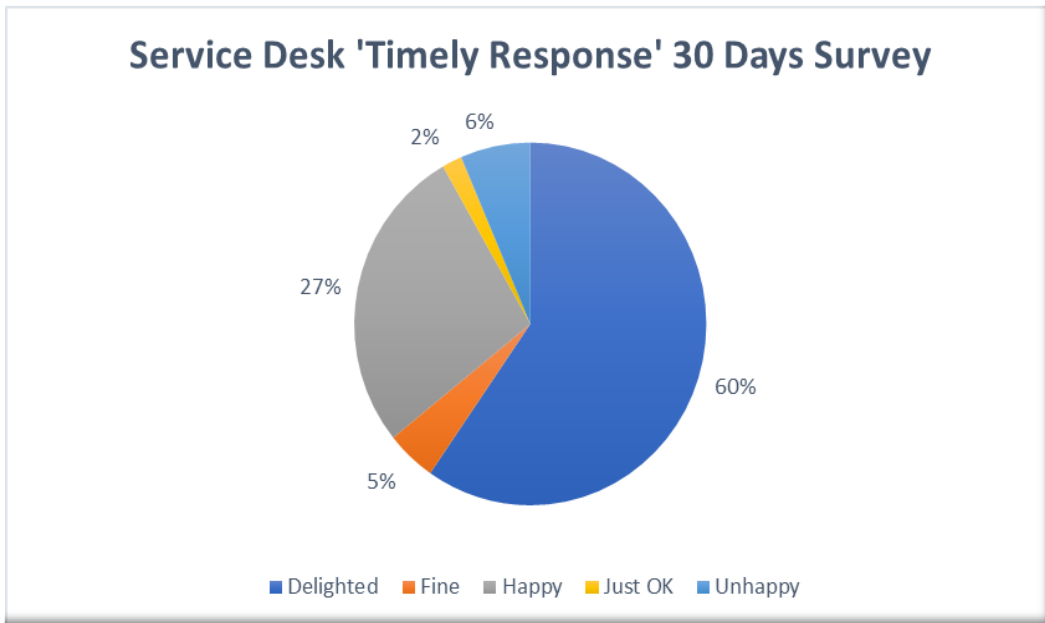
NOTES:

1. The table lists the top six Tier 1 applications and the performance indicators for the month of April.
2. The table will be expanded to include the top ten (10) applications and show performance over a period of six (6) months.
3. Target is the expected availability expressed as a percentage, or uptime of the application for the reporting period. Reporting period (month) hours are determined by the number of hours in a reporting period, minus the number of standard maintenance hours an application is allocated in the reporting period. For example, if a reporting period has 720 hours and an application has 4 maintenance hours allocated in the reporting period, the reporting period hours are 716.
4. Reporting period availability is determined by the number of hours, not including the allocated maintenance hours that the application was not available as percentage of the reporting period hours.

D. IT Service Desk Satisfaction Surveys

The City's IT Service Desk conducts surveys of employees that have submitted incident reports and service requests. These surveys are performed through the ServiceNow platform in the form of email requests directly to the individuals who submitted the request to the IT Service Desk either by calling or submitting through the online ServiceNow platform. Submitters are asked to provide feedback on the timeliness of the disposition of their request and their rating of the overall Service Desk experience. Along with the rating, submitters are asked to provide other feedback which can be used to address specific issues and to improve the overall timeliness and experience.

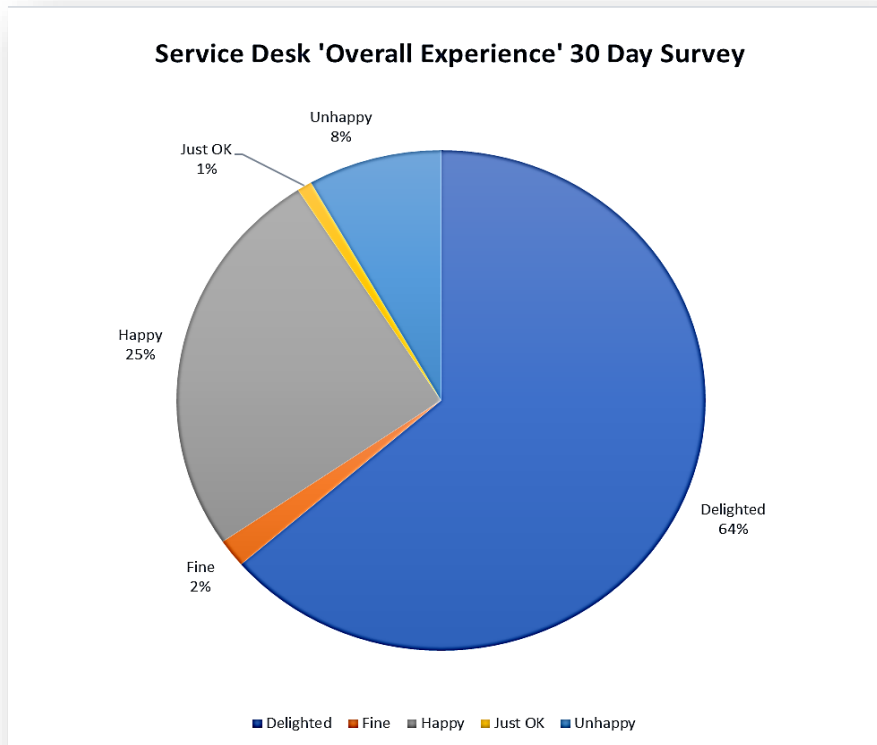
1. IT Service Desk Timeliness Report



NOTES:

1. This chart illustrates the overall survey responses to the question of Service Desk timeliness for requests submitted in April 2024.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate the timeliness of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the April 2024 survey, 86% of respondents rated their perception of timeliness of the service to be either Fine, Happy, or Delighted.

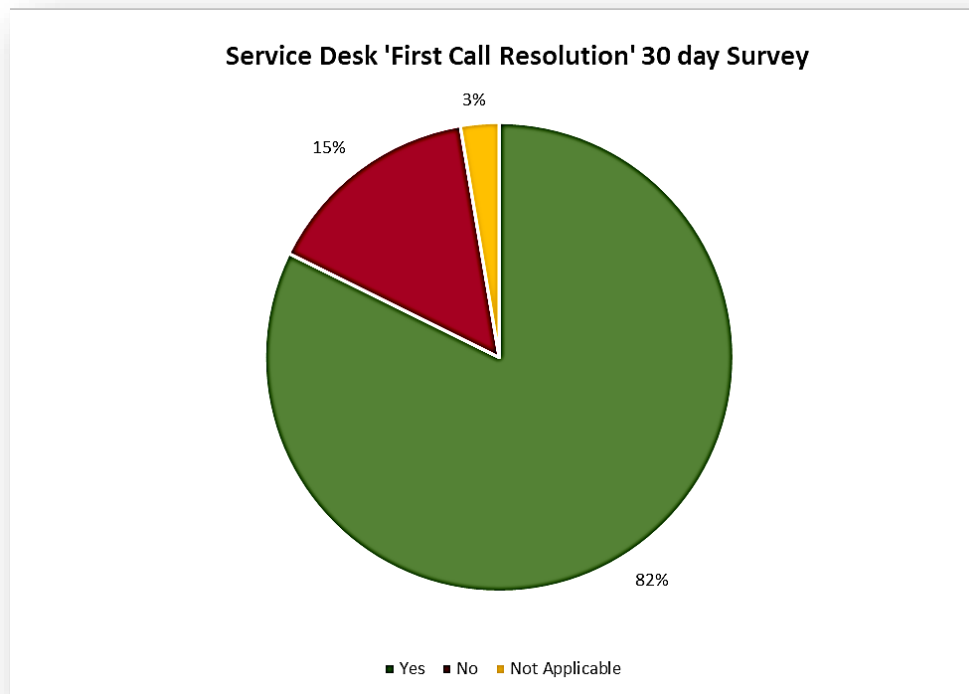
2. IT Service Desk Overall Experience Report



NOTES:

1. This chart illustrates the overall survey responses to the question of Service Desk experience for requests submitted in April 2024.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate their overall experience of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the April 2024 survey, 84% of respondents rated their overall experience with the IT Service Desk to be either Fine, Happy, or Delighted.

3. IT Service Desk First Call Resolution Report



NOTES:

1. This chart illustrates the overall survey responses to the question of whether the issue was resolved on the first call to the Service Desk for requests in April 2024.
2. The survey requests employees that have submitted an incident report or service request to the IT Service Desk on whether the issue was resolved with the first call (Yes or No).
3. For the April 2024 survey, 82% of respondents responded that their issue or request was resolved on the first call.

Section 3: IT Budget Execution

IT Budget Execution provides information on the execution of the IT budget, the management of technology procurements, and the management of IT Human Capital.

A. Contract/Procurement Management

Upcoming/Recent Contracts Requiring Council Approval

Items Approved on April 10 Agenda

ePlus Technology, Inc - Three-year cooperative purchasing agreement for a network visibility and threat management solution for the Department of Information and Technology Services through The Interlocal Purchasing System cooperative agreement - Not to exceed \$405,828.06 - Financing: Data Services Fund (\$270,552.04) and Coronavirus State and Local Fiscal Recovery Funds (\$135,276.02) (subject to annual appropriations).

- Contract amount - \$405,828
- The solution provides a portion of the City's layered network and performance monitoring approach to security while ensuring the network achieves an expected level of performance.
- This network visibility and threat management solution monitors incoming and outgoing network traffic by those transacting business with the City; communications between devices connected to and/or inside the City's network; and performance of critical applications, telephony, and video services.

Carahsoft Technology Corporation - Four-year cooperative purchasing agreement for the continuous use of enterprise software licenses, maintenance and support of the core network and security infrastructure for the Department of Information and Technology Services with Carahsoft Technology Corporation through the Texas Department of Information Resources cooperative.

- Contract amount - \$9,888,100
- Software used to test new operating system updates and patches in a safe environment before updates are deployed to physical computers throughout the City.
- Allows ITS to run multiple applications and operating system workloads on one server for better resource management.

ESRI, Inc. - Three-year service contract for the purchase of enterprise software licenses maintenance for a geographic information system for the Department of Information and Technology Services.

- Contract amount - \$3,498,000
- Used to develop, manage, and distribute GIS data.
- Enables to City to store, edit, analyze, and publish geographic data.
- Works in collaboration with other critical systems, such as Computer Aided Dispatch and Dallas 311.

Item Approved on April 24 Agenda

Netsync Network Solutions – Supplemental Agreement No. 1 to increase the contract for continuous use and upgrade of an existing device threat detection response solution and licensing through Texas Department of Information Resources

- Contract amount - \$949,747, from \$873,105 to \$1,822,852
- Utilized to ensure the City's endpoints (i.e., employee's laptops, desktops, and servers) have modernized protection against malicious cyber actors that would attempt to attack the City through employee's computers

Items on May 22 Agenda

Next Generation (NG) 9-1-1 Service - Authorize the acceptance of a statutory distribution from the Next Generation (NG) 9-1-1 Service Fund to the City of Dallas emergency communication district in the base amount of \$6,709,001.31 pursuant to Sec. 771.0713, Health and Safety Code, plus any related interest that accrues related to this distribution amount while deposited in the NG 9-1-1 Service Fund, as approved by Proposition 8 and Texas Government Code 403, subchapter T, established by House Bill 9, passed by the 88th Texas Legislature –

- Distributed Amount - \$6,748,850.65
- Funds will be used to support eligible expenses such as hardware, software, support services for the City's 911 call handling system.

GTS Technology Solutions, Inc – Authorize a cooperative purchasing agreement for help desk and desk-side support services.

- Contract amount - \$949,747, from \$873,105 to \$1,822,852
- Utilized to ensure the City's endpoints (i.e., employee's laptops, desktops, and servers) have modernized protection against malicious cyber actors that would attempt to attack the City through employee's computers.

Open Solicitations

Network Cabling

- Five-year contract with two (2) two-year renewal options for the design, installation, maintenance, and repair of network cabling.
- Selection committee is evaluating the proposals.

Broadband and Digital Divide

- Eight-year initial contract with four (4) three-year (3) renewal options for Digital Equity Infrastructure and Last Mile Connectivity. The City is looking to select one or multiple solution/service providers qualified to design, build, deliver, and manage scalable fiber infrastructure to connect City facilities and high-priority unserved Census Tracts.
- Selection committee is evaluating the proposals.

Network Managed Services

- Managed services for voice and data services, as well as the network support helpdesk.
- Selection committee is evaluating the proposals.

Enterprise Data Repository

- Three-year master service agreement with two (2) one-year (1-year) renewal options for a solution to migrate data from the City's NeoGov, LearningZen, and BenSelect (Enrollment Benefit Concepts) systems into a robust repository, as well as ongoing maintenance and support services related to the repository.
- Selection committee is evaluating the proposals.

EMS Inventory Management System

- System to manage and track acquisitions, distribution of DFR inventory, which include operation/emergency medical supplies, and personnel gear.
- Selection committee is evaluating the proposals.

Court Case Management System

- Court Case Management Solution is seeking a Proposer with the capability to implement a Court Case Management solution in accordance with the needs of the requesting Department(s), primarily the Dallas Municipal Court, including transferring existing data to the solution and integrating with other related software and hardware.
- Open/Advertised Dates – March 21 and March 28
- Pre-Solicitation Conference Dates – April 1 at 2:00 p.m.
- Solicitation Due Date – May 31

B. Budget Performance & Execution – March 2024

**Fund 0191 – 9-1-1 System Operations
March 2024**

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	661,024	661,024	275,828	612,715	(48,309)
Pension	95,983	95,983	44,096	95,983	-
Health Benefits	67,550	67,550	22,144	66,050	(1,500)
Worker's Compensation	1,712	1,712	1,712	1,712	-
Other Personnel Services	14,899	14,899	33,472	38,103	23,204
Total Personnel Services	841,168	841,168	377,251	814,563	(26,605)
Supplies	201,464	201,464	20,858	201,464	-
Contractual Services	11,824,129	11,824,129	5,960,094	11,708,581	(115,548)
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	12,866,761	12,866,761	6,358,203	12,724,608	(142,153)

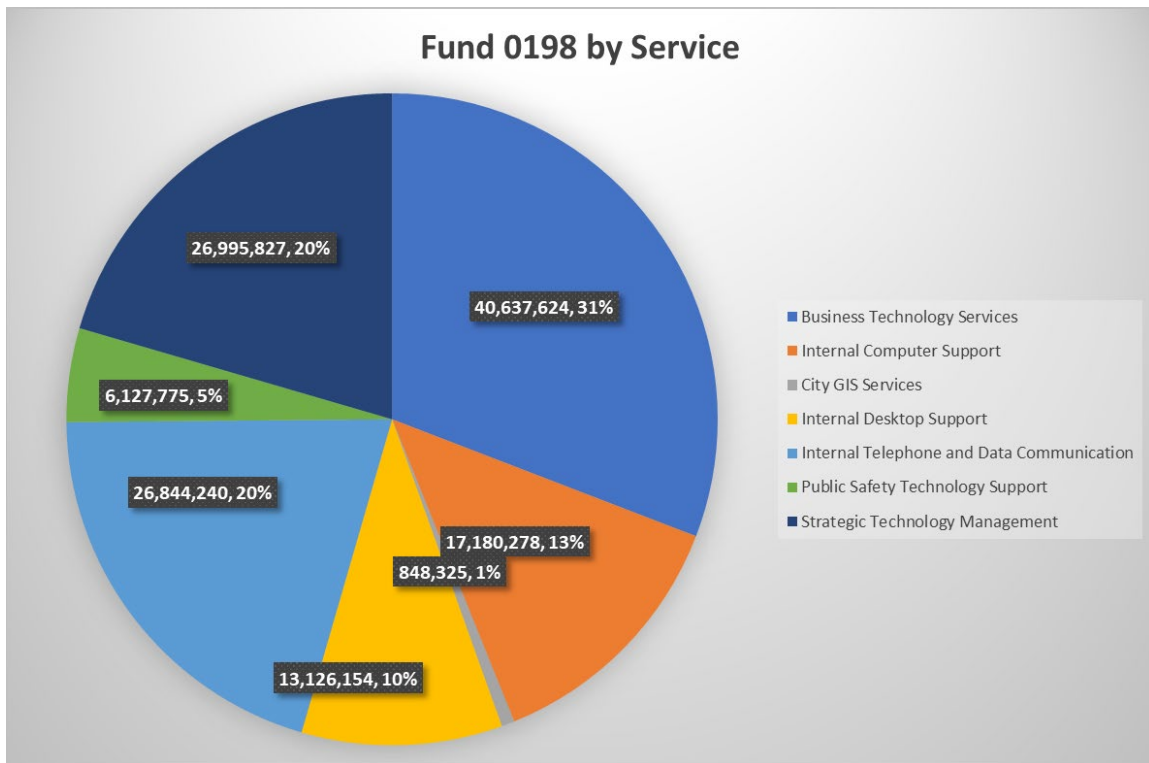
**Fund 0197 – Communication Services (Radio Network)
March 2024**

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	1,995,239	1,995,239	864,922	1,782,103	(213,136)
Overtime Pay	96,632	96,632	124,555	141,790	45,158
Pension	303,582	303,582	153,419	303,582	-
Health Benefits	289,500	289,500	87,028	284,000	(5,500)
Worker's Compensation	8,059	8,059	8,059	8,059	-
Other Personnel Services	35,196	35,196	86,929	101,705	66,509
Total Personnel Services	2,728,208	2,728,208	1,324,912	2,621,240	(106,968)
Supplies	1,433,876	1,433,876	148,885	1,436,535	2,659
Contractual Services	14,711,697	14,711,697	4,854,129	14,814,535	102,838
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	18,873,781	18,873,781	6,327,927	18,872,310	(1,471)

Budget Performance & Execution (continued)

Fund 0198 – Data Services
March 2024

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	20,914,938	20,914,938	8,009,830	18,162,305	(2,752,633)
Overtime Pay	31,612	31,612	21,636	24,955	(6,657)
Pension	3,027,737	3,027,737	1,207,352	3,027,737	-
Health Benefits	2,036,150	2,036,150	527,119	1,991,650	(44,500)
Worker's Compensation	53,893	53,893	53,893	53,893	-
Other Personnel Services	1,028,754	1,028,754	530,147	831,813	(196,941)
Total Personnel Services	27,093,084	27,093,084	10,349,977	24,092,352	(3,000,732)
Supplies	764,420	764,420	221,202	653,021	(111,399)
Contractual Services	103,926,620	103,926,620	61,820,555	107,014,739	3,088,119
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	131,784,124	131,784,124	72,391,734	131,760,112	(24,012)



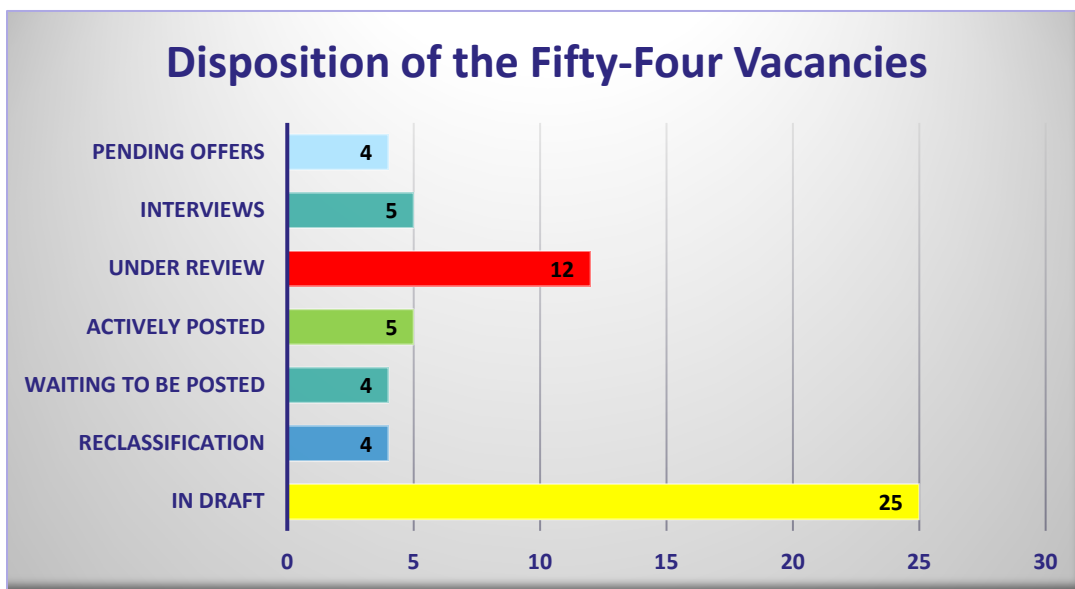
C. ITS Staffing & Hiring Report

1. ITS Funded Staffing Levels

IT Fund	FY 21	FY 22	FY 23	FY 24	FY 25 Plan
Fund 0191 - 9-1-1 Technology Support	7.0	7.0	7.0	7.0	7.0
Fund 0197 - Radio Communications	28.0	30.0	30.0	30.0	30.0
Fund 0198 - Data Services	190.0	204.0	223.0	224.0	229.0
Total	225.0	241.0	260.0	261.0	266.0

2. Vacancies and Hiring Activities

- As of April 30, 2024, ITS had 54 vacancies out of the available 259 positions.

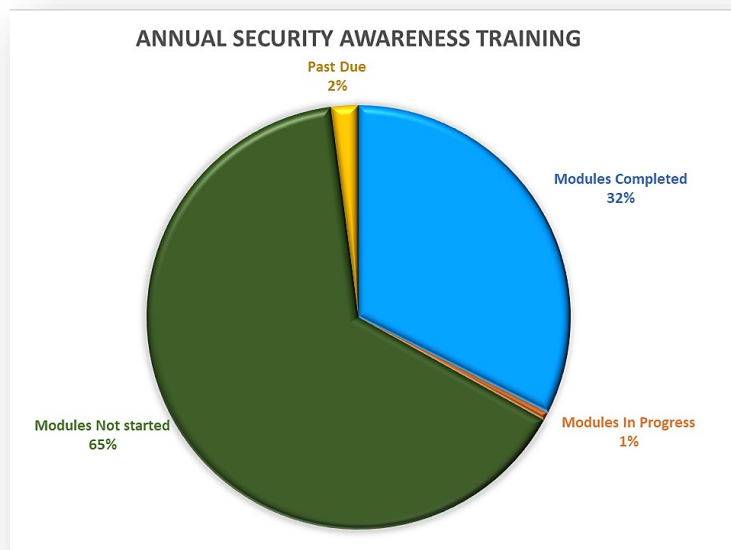


Section 4: Cybersecurity Programs

A. Awareness Training

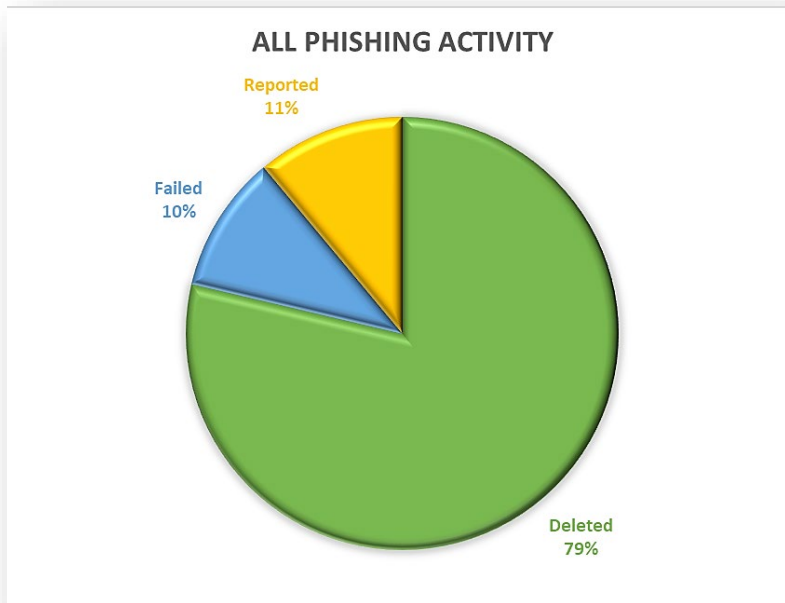
Security Awareness training is measured on an annual basis. Over the last several years ITS has observed a generally positive trend in risk scoring associated with annual employee training. Beginning with each new fiscal year the City will conduct a new set of security awareness courses to meet not only the best practices, but State of Texas House Bill 3834 requirements for all government employees.

However, each year we see new or enhanced requirements from the Texas State Legislature as the risk environment evolves and becomes increasingly more threatening. As such, our security awareness training program must evolve to reflect the latest requirements and latest threats and it is critical that the security awareness training is completed each year. The graph illustrates the enrollment and completion efforts of employee training over the course of the year.



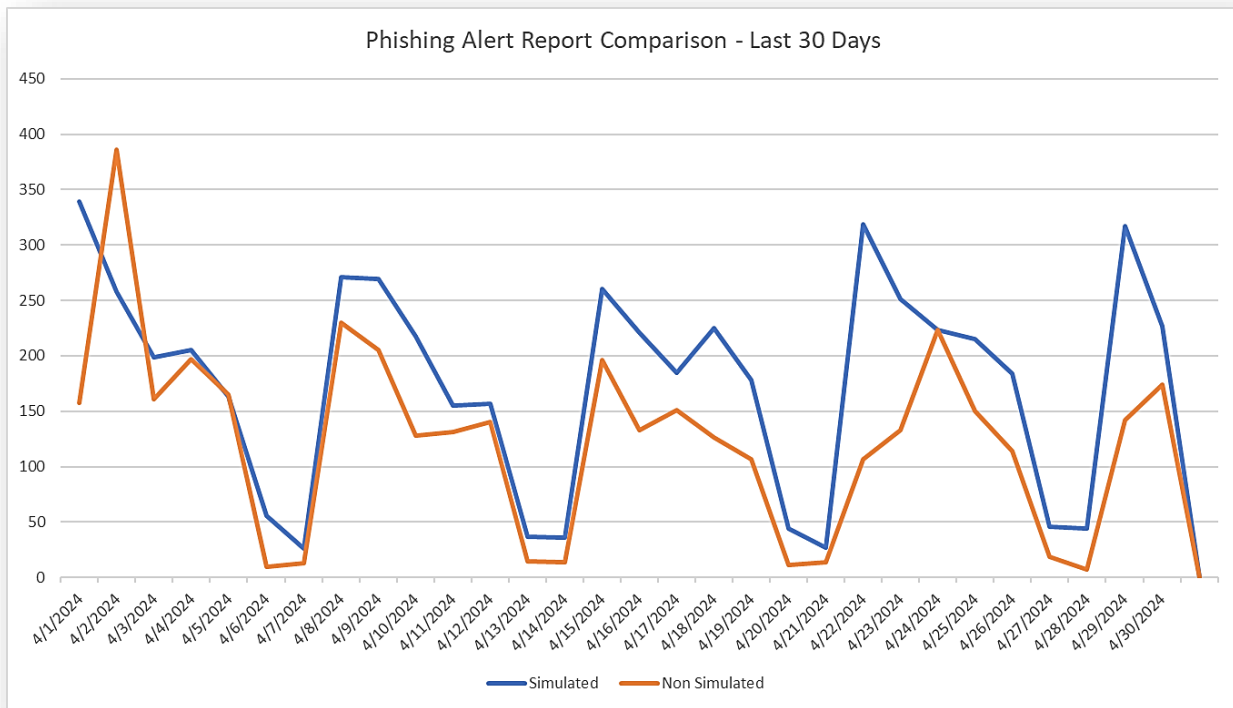
For FY 2022-23 the City completed 92% of 30 training campaigns covering HIPAA, PCI, and Cybersecurity. The FY 2023-24 security awareness training campaigns are currently being drafted and scheduled, and ITS will track progress and work with City employees to ensure completion.

- Note employees with less than 25% of job function on technology are not required to complete Cybersecurity Training.



In addition, ITS continuously applies best practices to the employees around phishing and their ability to recognize and appropriately handle phishing incidents. Campaigns designed given real world scenarios, typically taken from recent events are sent out to the employee population to test their ability to distinguish and act. This provides feedback to the employees as well has increased the actual amount of

true phishing reported. As well, a "Report phishing" button added to user's Outlook has increased both the numbers of test phish and actual phishing emails.



B. Situational Awareness

Annually ITS assess the overall Security posture of the organization based upon the NIST Cybersecurity Framework (CSF). Each category within the NIST CSF is evaluated for the current level of maturity and expectant maturity level. This process uses current and projected technologies and documented standards and procedures to complete the process. ITS utilizes both internal and external resources to conduct assessments. The results of the assessments are used by ITS to develop security strategy for cybersecurity and privacy. The below figure outlines the maturity model for the CSF. While the TAR does not provide our scores from our self-assessment, ITS can provide this information to Council members and discuss the assessments in depth as requested.

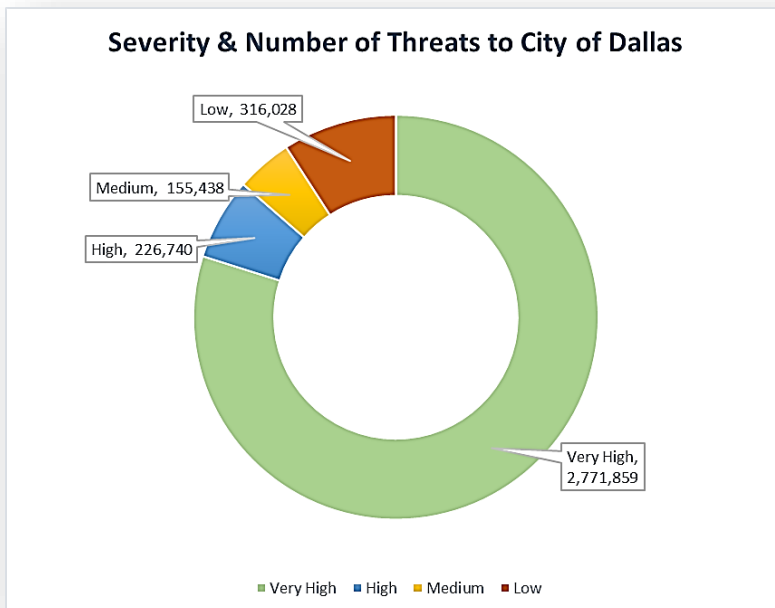
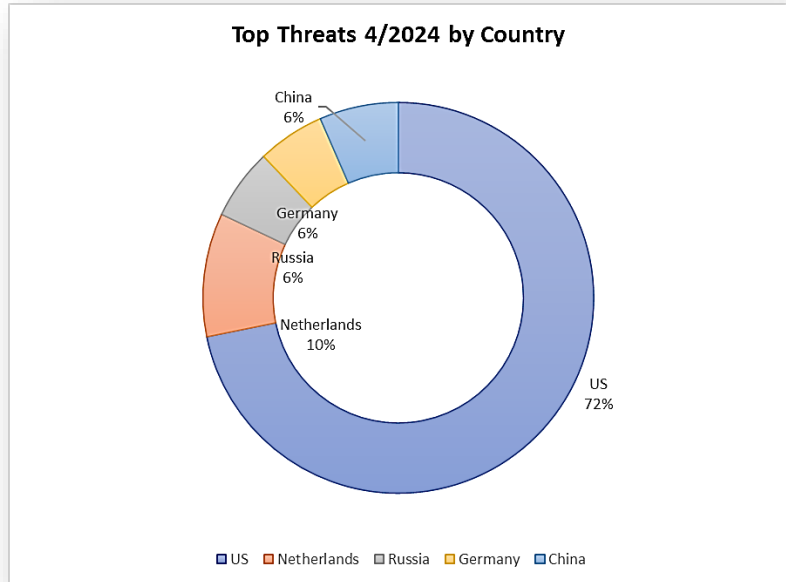
		Capability Maturity Model Levels				
		Level 1 Initial	Level 2 Repeatable	Level 3 Defined	Level 4 Managed	Level 5 Optimized
NIST Cybersecurity Framework Functions	Identify	Little to no cybersecurity risk identification.	Process for cybersecurity risk identification exists, but it is immature.	Risks to IT assets are identified and managed in a standard, well defined process.	Risks to the business environment are identified and proactively monitored on a periodic basis.	Cybersecurity risks are continuously monitored and incorporated into business decisions.
	Protect	Asset protection is reactive and ad hoc.	Data protection mechanisms are implemented across the environment.	Data is formally defined and protected in accordance with its classification.	The environment is proactively monitored via protective technologies.	Protection standards are operationalized through automation and advanced technologies.
	Detect	Anomalies or events are not detected or not detected in a timely manner.	Anomaly detection is established through detection tools and monitoring procedures.	A baseline of "normal" activity is established and applied against tools/procedures to better identify malicious activity.	Continuous monitoring program is established to detect threats in real-time.	Detection and monitoring solutions are continuously learning behaviors and adjusting detection capabilities.
	Respond	The process for responding to incidents is reactive or non-existent.	Analysis capabilities are applied consistently to incidents by Incident Response (IR) roles.	An IR Plan defines steps for incident preparation, analysis, containment, eradication, and post-incident.	Response times and impacts of incidents are monitored and minimized.	The capabilities of all IT personnel, procedures, technologies are regularly tested and updated.
	Recover	The process for recovering from incidents is reactive or non-existent.	Resiliency and recovery capabilities are applied consistently to incidents impacting business operations.	A Continuity & Disaster Recovery Plan defines steps to continue critical functions and recover to normal operations.	Recovery times and impacts of incidents are monitored and minimized.	The capabilities of all IT personnel, procedures, technologies are regularly tested and updated.

Figure 3: Assessing Cybersecurity Maturity

C. Cyber Threats

1. Global

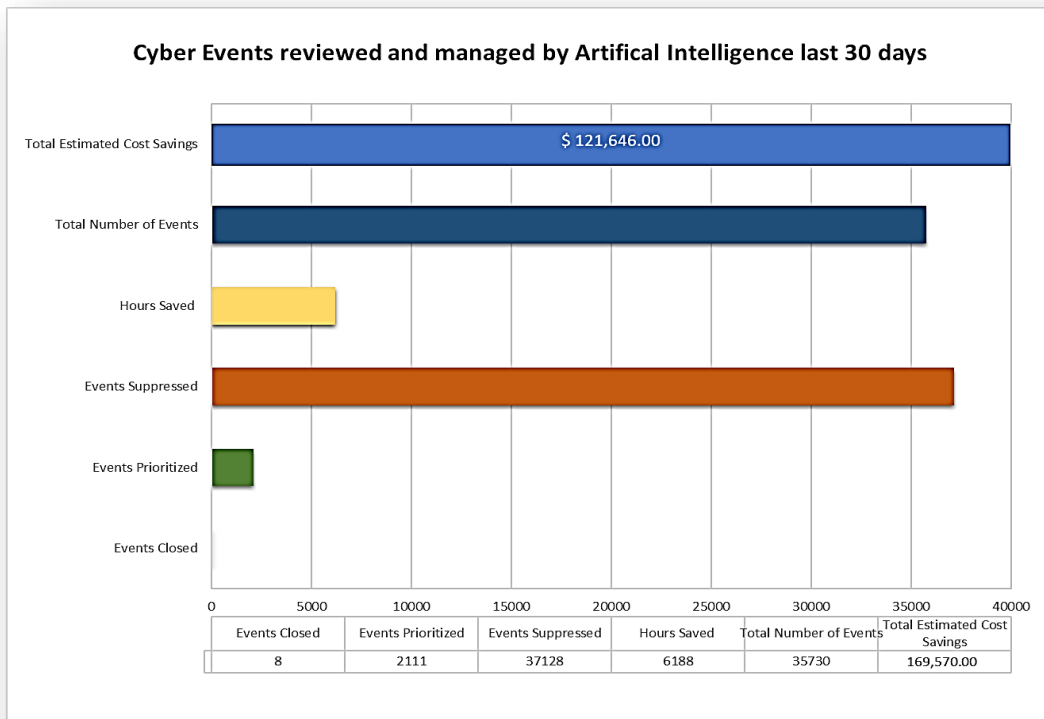
Global cyber threats represent a multifaceted and pervasive challenge in the modern digital era, encompassing a spectrum of malicious activities that exploit vulnerabilities across cyberspace. From sophisticated malware attacks designed to infiltrate systems and compromise data integrity to deceptive phishing schemes aimed at manipulating individuals into disclosing sensitive information, the landscape of cyber threats are



diverse and ever evolving. The proliferation of interconnected devices, coupled with the increasing sophistication of cybercriminals and state-sponsored actors, amplifies the complexity and scale of these threats.

2. AI Reviewed Cyber Events

AI's role in the review and analysis of cyber events by leveraging its capabilities in data processing, pattern recognition, and predictive modeling. Through machine learning algorithms, AI systems can sift through vast volumes of data generated by network logs, security alerts, and user activity to identify anomalous patterns indicative of potential cyber threats.



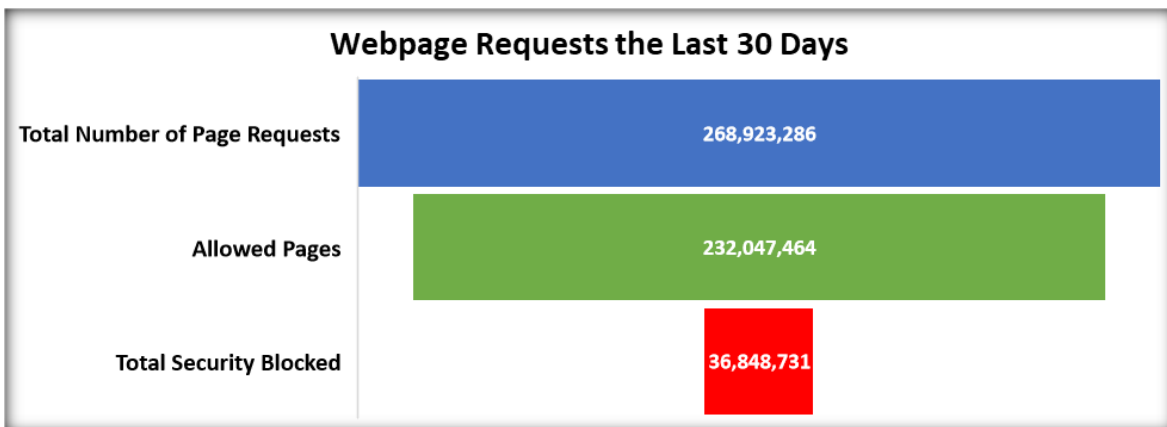
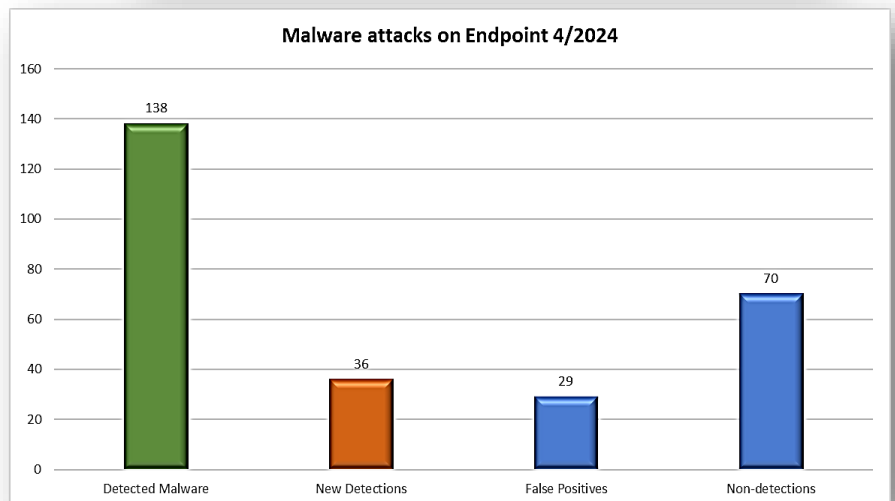
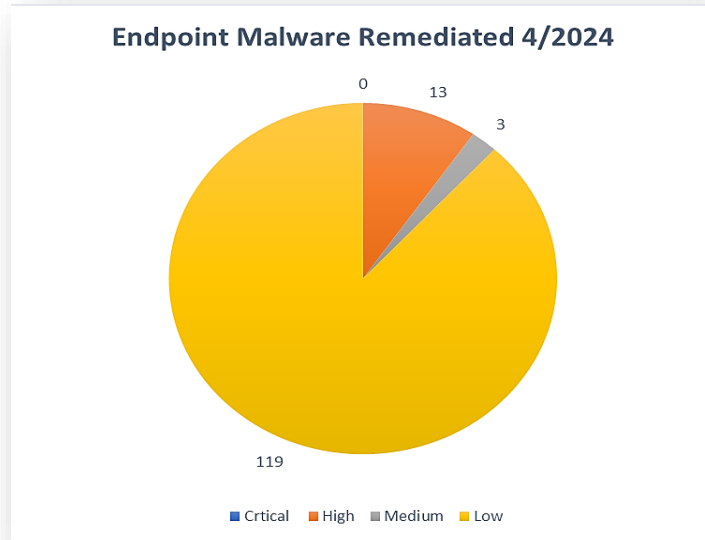
By continuously learning from past incidents and adapting to evolving attack techniques, AI has enhanced the speed and accuracy of threat detection, enabling the city to respond swiftly to emerging risks and mitigate potential damages. Moreover, AI's ability allows for automated routine tasks, such as incident triage and threat prioritization.

D. Data Protection & Privacy

3. Endpoint Protection

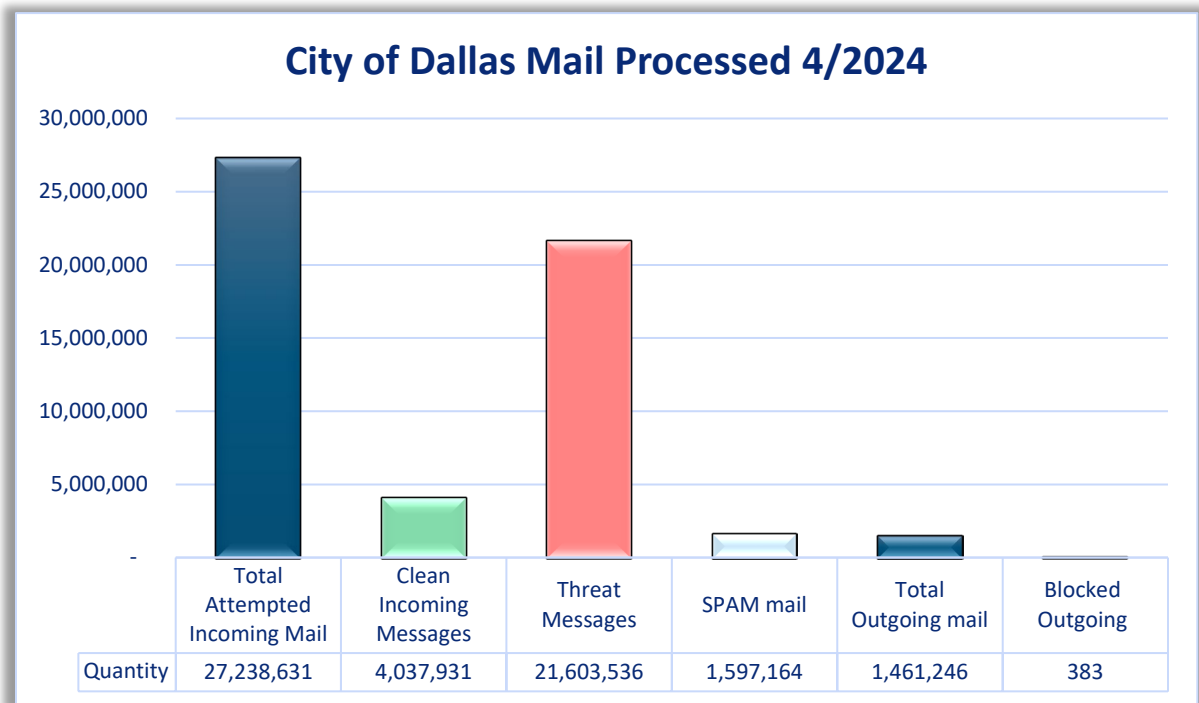
Endpoint protection is one component to the organization's ability to handle daily malware. Attacks are mitigated through technologies monitoring the systems in real time reacting and responding to those attacks.

Technologies like Firewall and Endpoint Detection and Response are all in place to respond to those attacks. Below is the status metrics.



4. Email Screening

The City of Dallas receives and send millions of emails a month. Phishing is an attack vector that is utilized by bad actors in the form of social engineering, to gain internal access to the network. This can then be used to introduce malware, ransomware, and other malicious software to adversely affect City services. Below provides a picture of mail messages processed and remediated prior to user reception.



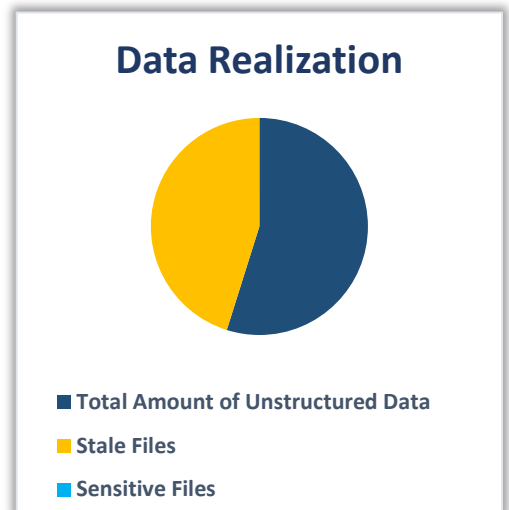
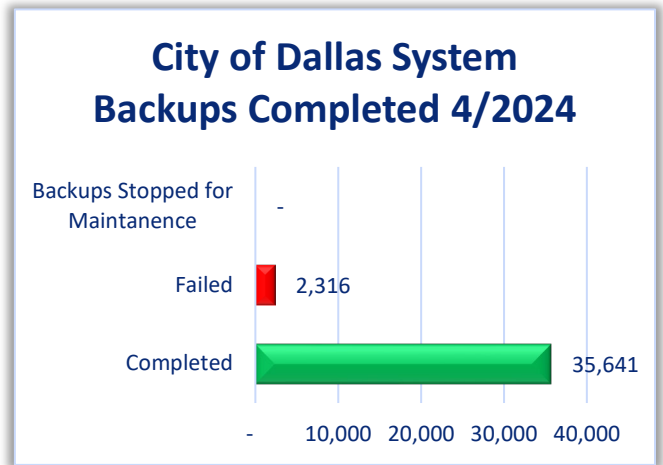
Section 5: IT Infrastructure

IT Infrastructure information and status updates on efforts to upgrade and improve the IT infrastructure used by the city to reduce technical debt, better meet current needs, and build for future service needs.

A. Resiliency - Disaster Recovery and Business Continuity

Resilience is essential in the City's IT environment because it ensures that the system can continue to function effectively and efficiently even when unexpected events occur. This can include things like hardware or software failures, power outages, natural disasters, and cyber-attacks. Lack of resiliency impacts Local government to prolonged outages, data loss, and security breaches. These can be costly in terms of services to residents, loss of public trust, and regulatory penalties.

Resiliency can be achieved through a combination of redundancy, fault tolerance, disaster recovery planning, and proactive monitoring and maintenance. By designing and implementing resilient IT systems, the city can minimize the impact of disruptions and maintain business continuity, ensuring that critical applications and services remain available. ITS has begun evaluating on opportunities to design the City's IT environment to improve resilience. A critical component of Disaster Recovery and Business Continuity practices is backing up critical data, testing data backups, and conducting exercises to ensure that data backups can be successfully utilized to restore business services.



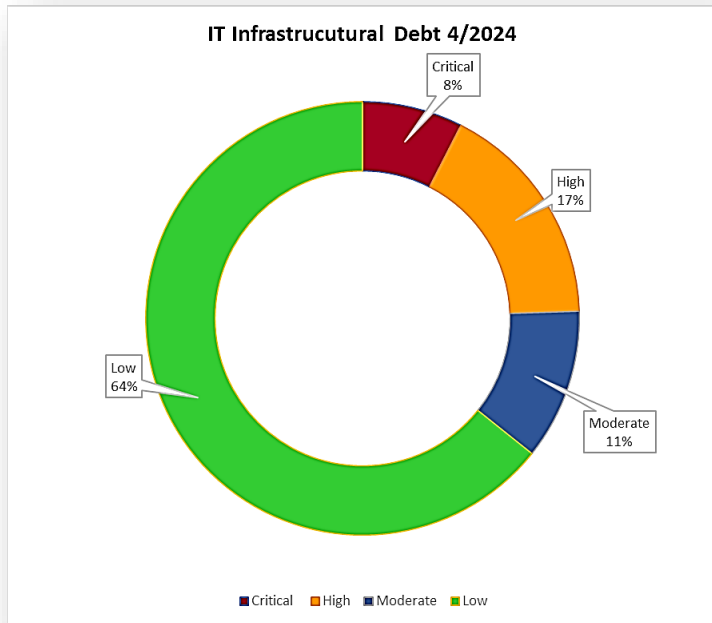
Total Data 3.3 PB
Total Backup Data 1.93 PB
Total Files 22.8 m

B. Technical Debt

Technical debt refers to the accumulation of design or implementation compromises made during the development of software, applications, or systems. Similar to how financial debt accrues interest over time, technical debt also accumulates and incurs a cost in the form of increased maintenance and development time, reduced quality, and decreased productivity.

Generally, technical debt is categorized by three types:

- Intentional Tech Debt: This is created deliberately by an organization to get technical capability into production more quickly. This form of tech debt involves a premeditated choice where an organization knowingly accepts some level of instability, insecurity, poor performance, user dissatisfaction or some other type of problem in exchange for launching the product sooner. This form of tech debt introduces risk, but represents a known risk that can be documented, tracked, and remedied over time.
- Unintentional Tech Debt: This form of tech debt arises from sloppiness, unexpected complexity, or a lack of technical expertise in designing and implementing software systems. This type of tech debt may be documented, but usually it is not because it often remains unknown until an event occurs revealing the issues or errors. Unintentional tech debt can still be remediated, but the development process will need to be adjusted accordingly, impacting the function and value of software.
- Environmental Tech Debt: This category of tech debt occurs over time and without effort. A system may be developed well, implemented well, and perform well at the time of implementation, but if not managed over time, environmental technical debt is likely to accrue because the environment in which it operates is in flux and changing. The technology will change, the needs of its users will change, and the capabilities of the devices on which it operates will change rendering a system that was originally well-designed unhealthy over time.

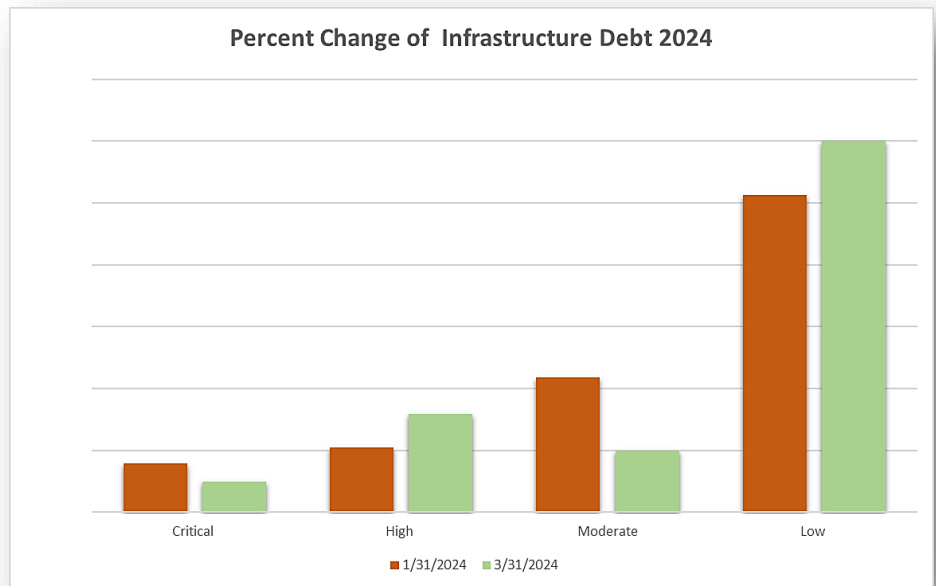


The City of Dallas has each of these types of technical debt present in its technology environment. In many instances there is a combination of multiple types of tech debt present for a given system or service operated in the City.

As a part of the City's IT Infrastructure improvement direction, a proactive approach has been taken that identifies, tracks, and communicates the potential risks and costs associated with technical debt to City departments.

The City's technical debt has accumulated over time, reducing the effectiveness for IT services. Any plan must involve setting aside time and resources, specifically to address the deficit.

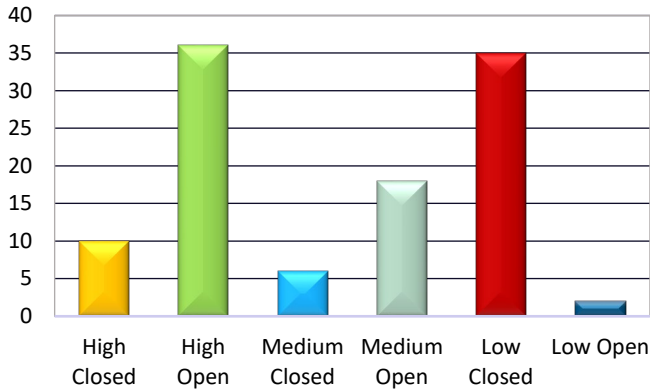
ITS is working to build a technical debt remediation program for addressing technical debt over time. The program shall outline and review changes in the system landscape and the City's strategic priorities. The plan shall track progress toward milestones and adjust the roadmap as needed to ensure that technical debt is not only reduced, but continuously managed.



C. Audit

Currently, the ITS department is working through several audits that impact technology services. Below representative of the Audit remediation efforts and stages.

Current Audit Findings



Audit Remediation Stage 4/2024

