

# AVIATION

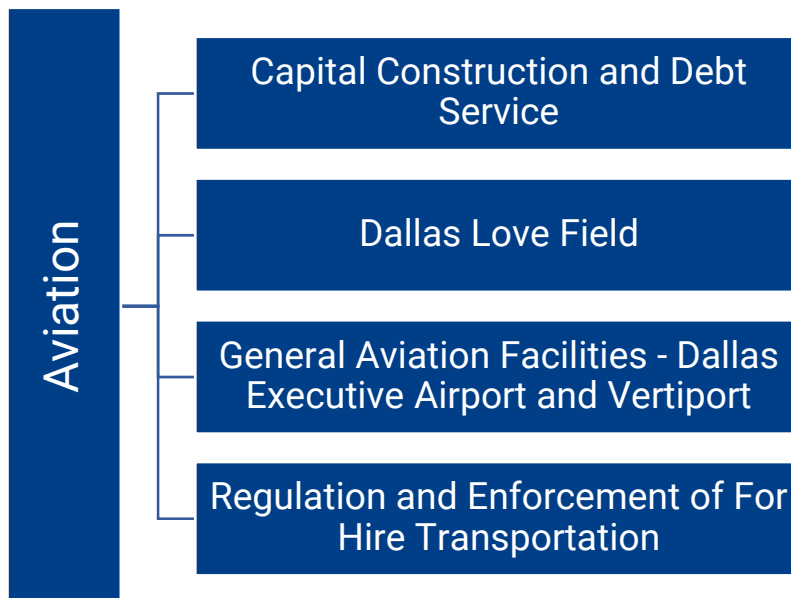
## MISSION

The Department of Aviation’s mission is to create innovative airport experiences by promoting safety and comfort, valuing our employees, developing our facilities, recognizing our unique role in the Dallas community, and contributing a positive economic impact.

## DEPARTMENT SUMMARY

The FY 2017-18 budget and FY 2018-19 planned budget for the Department of Aviation will support continued service to Dallas residents, visitors and airport partners by providing safe, clean, and aesthetically appealing facilities for air travel. The budget includes 33 additional positions that will enhance customer service and add efficiencies by bringing project management in-house. Due to the new State law, which eliminated regulation of Transportation Network Companies from the City’s permitting process, Transportation for Hire Driver and Vehicle Permit revenue will be reduced by an estimated 85 percent. Since Citywide activity transferred to the Aviation Department, plans are underway to right-size the Transportation Regulation division by shifting some personnel to the Ground Transportation Unit.

## FUNCTIONAL ORGANIZATION CHART



# AVIATION

## SERVICE DESCRIPTION AND BUDGET

**Capital Construction and Debt Service:** This service provides for the principal and interest payments towards revenue supported bond indebtedness for the Love Field Modernization Program (LFMP) terminal construction and debt service reimbursement to Southwest Airlines. Also included is the planned transfer of operating revenues in excess of expense requirements to the Capital Construction Fund for Aviation capital-intensive projects.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$30,272,836	\$30,272,836	\$45,251,582	\$52,205,894
Total	\$30,272,836	\$30,272,836	\$45,251,582	\$52,205,894

**Dallas Love Field:** This service provides for the continued operation and maintenance of Dallas Love Field. The City of Dallas owns and operates Dallas Love Field (DAL), a commercial service airport, one of the finest general-purpose airports in the nation.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$71,377,921	\$74,170,371	\$74,811,552	\$75,687,231
Additional Resources	\$526,700	\$526,700	\$526,700	\$526,700
Total	\$71,904,621	\$74,697,071	\$75,338,252	\$76,213,931

**General Aviation Facilities – Dallas Executive Airport & Vertiport:** This service provides for the continued operation and maintenance of Dallas Executive Airport and the Dallas Vertiport. The City of Dallas owns and operates Dallas Executive Airport (RBD) and the downtown Vertiport, providing outstanding infrastructure for the City and Region’s General Aviation Community. Dallas Executive Airport is located on a 1,040-acre site in southwest Dallas, conveniently located 6.5 miles southwest of the central business district. The Vertiport is located atop the south end of the Kay Bailey Hutchison Convention Center in downtown Dallas.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$5,780,910	\$2,980,321	\$6,604,498	\$6,641,723
Additional Resources	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$5,830,910	\$3,030,321	\$6,654,498	\$6,691,723

# AVIATION

**Regulation and Enforcement of For Hire Transportation:** This service provides regulation and enforcement of the City's for Hire Transportation services. Transportation Regulation promotes safety and quality in transportation-for-hire services in the City of Dallas. The work undertaken by Transportation Regulation ensures that transportation-for-hire services continue to be a viable component of the transportation system and provide consumers options when using transportation services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$1,454,325	\$1,231,493	\$360,773	\$360,773
Additional Resources	\$0	\$150,000	\$471,209	\$471,209
Total	\$1,454,325	\$1,381,493	\$831,982	\$831,982

## SOURCE OF FUNDS

The below table provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$108,885,992	\$108,655,021	\$127,028,405	\$134,895,621
Reimburse from Aviation Operating Fund	\$0	\$150,000	\$471,209	\$471,209
Reimbursement from TSA	\$576,700	\$576,700	\$576,700	\$576,700
Total	\$109,462,692	\$109,381,721	\$128,076,314	\$135,943,530

# AVIATION

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers' compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Capital construction transfer	\$ 12,698,181	\$ 4,141,644
Debt service payment for the Love Field Modernization Program (LFMP)	\$ 2,174,265	\$ 17,654,500
Full-service fueling operations at Vertiport and Dallas Executive Airport	\$ 1,892,656	\$ 1,892,656
Landside operations, administrative, facility systems, and information technology personnel (Includes 12 FTE)	\$ 3,986,392	\$ 3,986,392

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100 percent occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City's operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	266.00	236.10	302.00	302.00
Overtime FTEs	3.00	2.80	0.00	0.00
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	269.00	238.90	302.00	302.00

# AVIATION

## REVENUE BY SERVICE

The Aviation Department is an enterprise fund and so recovers its cost of operation through user fees and other sources. The Department is responsible for forecasting, collecting, and monitoring the following revenues that are deposited into the Aviation Fund.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Dallas Love Field	\$97,545,589	\$103,800,625	\$124,469,192	\$132,336,408
General Aviation Facilities - Dallas Executive Airport & Vertiport	\$672,775	\$281,264	\$2,198,440	\$2,198,440
Regulation and Enforcement of For Hire Transportation	\$800,400	\$1,230,806	\$360,773	\$360,773
Total	\$99,018,764	\$105,312,695	\$127,028,405	\$134,895,621

- Concessions (\$51,907,720) – revenues from airport concessionaires comprise the Aviation Department’s largest single income source. Dallas Love Field features a wide variety of food, beverage, and retail options.
- Rental on airport (\$46,983,700) – revenues are derived on rent collected from air carriers and tenants located at Dallas Love Field and Dallas Executive Airport.
- Landing fees (\$19,548,132) – revenue from airline landing fees are expected to climb slightly compared to the FY 2016-17 budget, due to positive travel outlook.
- Permits for Transportation for Hire (\$181,371) – revenue totaled approximately \$600,000 in FY 2016-17 but is being reduced by new State legislation prohibiting permit fees for Transportation Network Companies.

# AVIATION

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Provide a clean and safe environment for conducting air travel by maintaining facilities and airfield
- Improve the “Overall Customer Satisfaction” scores by 5 percent (4.38 to 4.6 on a 1-5 scale) thereby improving the traveling experience for residents and visitors
- Increase the Sales Per Enplaned Passenger from \$9.95 to \$10.20 by increasing/rebranding Food & Beverage and Retail options
- Plan, design, and construct facilities for users of the airport to ensure a safe and secure environment
- Be a good neighbor by engaging the surrounding communities through quarterly updates, public outreach, and educational events

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Number of enplaned passengers	8,239,789	7,842,510	7,998,532	7,934,567
Total cost per passenger	\$5.38	\$4.59	\$7.57	\$8.43
Overall customer satisfaction index (scale 1-5)	4.50	4.39	4.60	4.60
Sales Per Enplaned Passenger (SPEP)	\$10.12	\$9.95	\$10.23	\$10.23
Operation and Maintenance cost per general aviation operation	\$148.39	\$42.66	\$45.62	\$45.62

# CONVENTION AND EVENT SERVICES

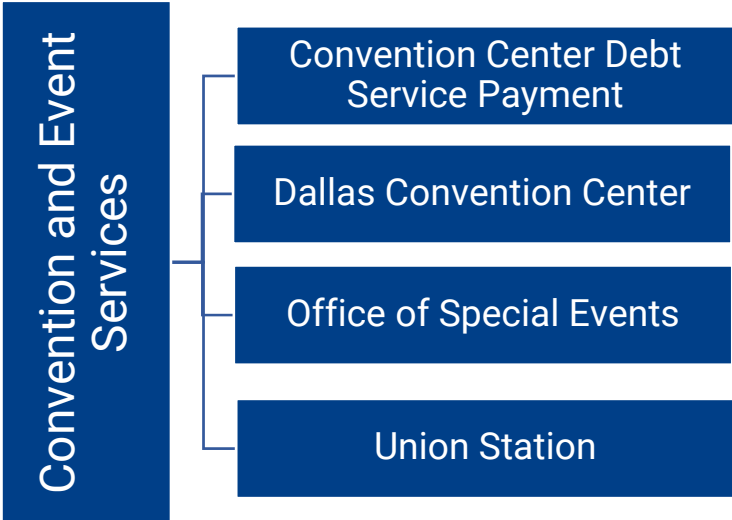
## MISSION

To serve as an economic engine for the City of Dallas, through efficient management, marketing and promotion of the Kay Bailey Hutchison Convention Center Dallas and the Office of Special Events, while providing a quality customer experience.

## DEPARTMENT SUMMARY

Kay Bailey Hutchison Convention Center Dallas hosts an average of 101 events a year, with bookings through 2027, while the Office of Special Events issues over 900 event permits annually. Convention and Events Services continues to see a growth in revenues with an estimated 1.4 percent and 3.7 percent increase over budget for FY 2017-18 budget and FY 2018-19 planned budget respectively. Key drivers of revenue consist of the Hotel Occupancy Tax, Alcohol Beverage Tax, and facility-driven revenues. Noteworthy shows for FY 2017-18 include annual events such as NCA High School and Dallas Safari Club, as well as new events, including: O'Reilly Auto Parts, ACE Hardware, Heineken Distributors Conference, and Society of Petroleum Engineers.

## FUNCTIONAL ORGANIZATION CHART



# CONVENTION AND EVENT SERVICES

## SERVICE DESCRIPTION AND BUDGET

Convention Center Debt Service Payment: Convention and Event Services sustains the Debt Service Fund which provides for the payment of principal and interest on the Convention Center’s outstanding revenue refunding and improvement bonds.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$22,524,413	\$22,524,413	\$23,482,163	\$23,484,663
Total	\$22,524,413	\$22,524,413	\$23,482,163	\$23,484,663

Dallas Convention Center: The Kay Bailey Hutchison Convention Center Dallas (KBHCCD) is one of the region’s most powerful economic engines, generating dollars that reduce the burden to local taxpayers, creating region-wide jobs and economic benefits. With over one million square feet of exhibit space, KBHCCD hosts an average of 101 professional, religious, corporate, consumer, trade, sports, and educational events each year.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$73,603,647	\$73,240,117	\$72,903,989	\$76,487,026
Additional Resources	\$0	\$6,080	\$0	0
Total	\$73,603,647	\$73,246,197	\$72,903,989	\$76,487,026

Office of Special Events: The Office of Special Events (OSE), a division of Convention and Event Services, serves as the regulatory authority for permitting outdoor special events, street pole banners, neighborhood farmers markets and commercial filming activities. OSE promotes economic development in the City of Dallas by facilitating the development and growth of both new and existing events and activities.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$603,720	\$467,404	\$659,565	\$675,674
Total	\$603,720	\$467,404	\$659,565	\$675,674



# CONVENTION AND EVENT SERVICES

Union Station: Union Station, a City of Dallas owned facility, serves as a hub for major transportation providers, including Dallas Area Rapid Transit (DART) light rail, American Railroad Passenger Corporation (AMTRAK), and Trinity Railway Express (TRE). Convention and Event Services is responsible for overseeing the operations of Union Station.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$746,549	\$893,149	\$741,549	\$741,549
Total	\$746,549	\$893,149	\$741,549	\$741,549

## SOURCE OF FUNDS

The table below provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$97,478,329	\$97,125,083	\$97,787,266	\$101,388,912
Reimbursement from Other Departments	\$0	\$6,080	\$0	\$0
Total	\$97,478,329	\$97,131,163	\$97,787,266	\$101,388,912

# CONVENTION AND EVENT SERVICES

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers' compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Food and beverage contract expenses driven by increased food and beverage revenues	\$1,085,141	\$1,085,141
Revenue Bond sale increase attributed to increase in the annual debt service payment, based on debt service schedule.	\$957,750	\$957,750
Equipment maintenance and repair	\$(762,096)	\$(88,596)
Debt service principal payment	\$(746,638)	\$(1,493,276)
Advertising to promote the Kay Bailey Hutchison Convention Center	\$323,063	\$1,247,359
Capital construction transfer	\$(147,476)	\$1,176,232
Increase in building maintenance and repair	\$0	\$995,896

# CONVENTION AND EVENT SERVICES

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100 percent occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	124.80	101.90	131.50	131.50
Overtime FTEs	0.00	7.00	5.40	5.40
City Temporary FTEs	2.00	0.10	1.00	1.00
Total FTEs	126.80	109.00	137.90	137.90

## REVENUE BY SERVICE

Convention and Event Services is an enterprise fund, as such, these funds are fully supported by charges for service. Each fund establishes revenue-based fees and charges to recoup the cost of providing the services.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Dallas Convention Center	\$96,281,960	\$96,956,453	\$97,638,450	\$101,240,096
Office of Special Events	\$99,500	\$147,014	\$127,200	\$127,200
Union Station	\$21,616	\$21,616	\$21,616	\$21,616
Total	\$96,403,076	\$97,125,083	\$97,787,266	\$101,388,912

- Convention and Event Services revenue consists of Hotel Occupancy Tax collections (\$59.9 million), Contract Revenues (Food and Beverage, Event Parking, and Technology Services - \$13.8 million), Alcohol Beverage Tax (\$12.9 million), Event Revenues (\$9.5 million), and other revenues (\$1.7 million).
- Convention and Event Services anticipates continued growth in revenue in FY 2017-18 and FY 2018-19, with a budgeted \$97.8 million and planned \$101.4 million. The key driver of increased revenue in FY 2018-19 is the Hotel Occupancy Tax (HOT).

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

# CONVENTION AND EVENT SERVICES

- Continue to foster and promote economic investment for Dallas and its citizens through the hosting of major tradeshow and conventions at the Kay Bailey Hutchison Convention Center Dallas
- Ensure that the Kay Bailey Hutchison Convention Center Dallas maintain its national reputation as one of the premier convention destinations
- Meet the needs of our clients and guests in a responsive and professional manner
- Facilitate safe community events through permitting activities at the Office of Special Events

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Average Building Occupancy Rate	35.0%	58.0%	60.0%	60.0%
Percent of Survey Respondents That Rated Overall Experience as "Excellent" or "Good"	85.0%	92.0%	90.0%	90.0%
Number of Permits Issued Annually	850	955	900	900

# DALLAS WATER UTILITIES

## MISSION

The mission of Dallas Water Utilities is to provide water and wastewater services vital to the health and safety of Dallas citizens and our customers.

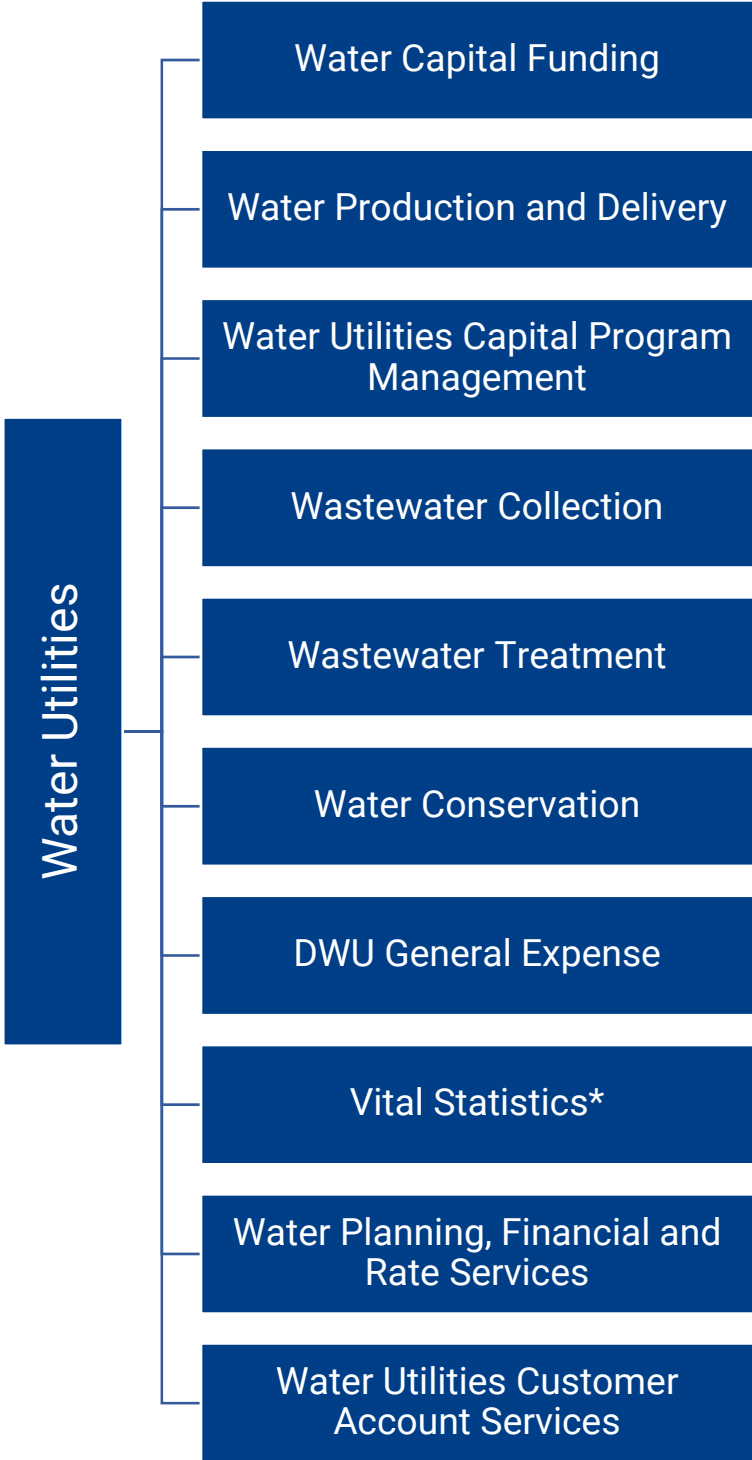
## DEPARTMENT SUMMARY

The FY 2017-18 budget and FY 2018-19 planned budget for Dallas Water Utilities will enable continued operation and maintenance of three water treatment plants, pump stations, storage, and over 4,946 miles of mains providing 147 billion gallons of drinking water annually and fire protection to 2.5 million people in Dallas and 23 customer cities while meeting all regulatory requirements. The budget will also support the continued operation and maintenance of two wastewater treatment plants, laboratories, and more than 4,020 miles of wastewater mains providing treatment of 64.5 billion gallons of wastewater annually while meeting all regulatory requirements for Dallas and 11 customer cities.

For FY 2017-18, Dallas Water Utilities is proposing a 1.6 percent combined rate increase. A typical residential monthly bill of \$66.09 based on 8,300 gallons usage (winter months' average of 5,700 gallons for sewer) will increase by \$1.03 (1.6%) to \$67.12. About 88 percent of residential customers will see an average monthly bill increase of \$1.54 or less. The rate change is driven by infrastructure requirements for both growth and renewal and payment for increased service demands, maintenance, and replacement of aging infrastructure and operation of facilities.

# DALLAS WATER UTILITIES

## FUNCTIONAL ORGANIZATION CHART



\* This service transferred to the new Office of Community Care in the Office of Management Services

# DALLAS WATER UTILITIES

## SERVICE DESCRIPTION AND BUDGET

**Water Capital Funding:** The Water Capital Funding unit provides funding related to the Water Utilities Capital Improvement Program through the issuance of long-term and short-term debt, as well as cash funding to meet the City's Financial Management Performance Criteria goal of at least 20% cash funding. Also, the unit maintains the minimum annual bond ordinance coverage of 1.25, with the Financial Management Performance Criteria goal of at least 1.50.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$306,764,583	\$300,000,861	\$317,672,155	\$326,839,109
Total	\$306,764,583	\$300,000,861	\$317,672,155	\$326,839,109

**Water Production and Delivery:** This division operates and maintains facilities to provide 147 billion gallons of drinking water and fire protection to more than 2.5 million people in the city of Dallas, 23 customer cities, and DFW Airport. This includes 24/7 operation of three water purification plants, both treated water and raw water pump stations, elevated storage tanks, and 4,946 miles of distribution system pipelines. Leak detection and back-flow prevention programs reduce water loss and protect the community from cross-connection contamination.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$137,936,321	\$136,857,948	\$140,248,692	\$146,608,413
Total	\$137,936,321	\$136,857,948	\$140,248,692	\$146,608,413

**Water Utilities Capital Program Management:** Provides management for capital improvement projects averaging \$300,000,000 annually from inception through start up. This includes capital budget planning; contract procurement; administration of professional and technical services; preparation of documents for rights-of-way acquisition; design of utilities; review of plans for major development; relocation of pipelines in advance of outside agency paving projects; construction administration, inspection, testing, training, and startup of the required improvements.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$13,461,341	\$13,401,363	\$13,453,248	\$13,539,212
Total	\$13,461,341	\$13,401,363	\$13,453,248	\$13,539,212

# DALLAS WATER UTILITIES

**Wastewater Collection:** The Wastewater Collection Division provides 24/7 operation and maintenance of more than 4,020 miles of wastewater mains to ensure the collection and transport of domestic and industrial wastewater. Functions include internal pipeline inspection and cleaning (40 percent of the system annually), root control, rehabilitation and replacement of mains, detection and mitigation of inflow and infiltration sources, and flow monitoring.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$19,574,270	\$19,595,750	\$20,544,616	\$21,894,345
Total	\$19,574,270	\$19,595,750	\$20,544,616	\$21,894,345

**Wastewater Treatment:** The Wastewater Treatment Division operates and maintains two wastewater treatment plants that process 64.5 billion gallons of domestic and industrial wastewater, treat and dispose of biosolids, and provide reuse effluent water to local area golf courses as a service for the citizens of Dallas. Additionally, the division performs wastewater treatment activities for 11 customer cities, operates an analytical laboratory and two process laboratories, and provides environmental services related to wastewater discharges to meet federal and state regulatory requirements.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$50,033,561	\$49,883,620	\$50,882,092	\$52,308,476
Total	\$50,033,561	\$49,883,620	\$50,882,092	\$52,308,476

**Water Conservation:** This function provides environmental protection, reduces drought rationing danger, addresses short-term and long-term water shortages, and mitigates the high costs of new water system improvements. The City has maintained a water conservation program since the early 1980s. Current efforts include mandatory requirements relating to lawn and landscape irrigation, education, regional outreach, and incentive initiatives aimed at reducing the growth rate of peak day demand and reducing per capita consumption by 1% per year.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$3,924,276	\$3,471,907	\$3,951,274	\$4,026,864
Total	\$3,924,276	\$3,471,907	\$3,951,274	\$4,026,864



# DALLAS WATER UTILITIES

**DWU General Expense:** This function manages payments for services received by the Dallas Water Utilities Department from other City departments. Examples include Payment In lieu of Taxes (PILOT), fleet replacement, and street rental.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$95,400,663	\$95,433,671	\$91,063,815	\$92,472,783
Total	\$95,400,663	\$95,433,671	\$91,063,815	\$92,472,783

**Vital Statistics:** This service was transferred out of Dallas Water Utilities beginning in FY 2017-18 to the new Office of Community Care in the Management Services Department.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Additional Resources	\$972,659	\$972,659	\$0	\$0
Total	\$972,659	\$972,659	\$0	\$0

**Water Planning, Financial and Rate Service:** This function ensures the City has water both now and in the future to meet the needs of the citizens of Dallas and customer cities by maintaining and acquiring water rights as needed. This division coordinates preparation of the annual capital budget to fund maintenance and rehabilitation of the water and wastewater system; develops and manages the Department's annual operating budget of more than \$660,000,000; conducts wholesale cost of service studies; and provides both wholesale and retail rate development to cover annual operating and capital budgets totaling more than \$950,000,000.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$3,696,073	\$3,693,003	\$3,766,062	\$3,935,832
Total	\$3,696,073	\$3,693,003	\$3,766,062	\$3,935,832

# DALLAS WATER UTILITIES

Water Utilities Customer Account Services: DWU Customer Account Services provides water meter reading, billing, collection, and customer service activities for more than 300,000 water, wastewater, sanitation, and stormwater utility accounts monthly. It also includes billing and collection of other City of Dallas account receivables. The division provides meter and account maintenance; performs payment processing for walk-in, online, auto-pay, and lockbox; and supports/trains all billing system users.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$26,673,649	\$26,089,526	\$25,889,434	\$26,046,354
Additional Resources	\$576,915	\$576,915	\$576,915	\$576,915
Total	\$27,250,564	\$26,666,441	\$26,466,349	\$26,623,269

## SOURCE OF FUNDS

The below table provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$657,464,737	\$648,427,649	\$667,471,388	\$687,671,388
General Fund Reimbursement	\$1,549,574	\$1,549,574	\$576,915	\$1,570,901
Total	\$659,014,311	\$649,977,223	\$668,048,303	\$689,242,289

# DALLAS WATER UTILITIES

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers' compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Increase for funding for ten-year capital improvement program	\$ 10,131,941	\$ 17,554,889
Fleet replacement and increased street rental charges	\$ 4,308,689	\$ 5,708,689
Compliance with Fourth Unregulated Contaminant Monitoring Rule (UCMR4) for water quality and Lake Lewisville dam repairs	\$ 2,549,263	\$ 4,505,279
Wastewater treatment charges from Trinity River Authority for contracted treatment service	\$ 2,019,925	\$ 3,724,314
Vital Statistics transferred to the Office of Community Care, a division in the Office of Management Services	\$(993,986)	\$(993,986)

# DALLAS WATER UTILITIES

## PERSONNEL

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers’ compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	1,428.00	1,427.10	1,415.00	1,415.00
Overtime FTEs	150.30	150.30	150.30	150.30
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	1,578.30	1,577.40	1,565.30	1,565.30

# DALLAS WATER UTILITIES

## REVENUE BY SERVICE

Dallas Water Utilities is an enterprise fund and so recovers its operating costs through user charges and non-property tax revenues. The Department is responsible for forecasting, collecting, and monitoring the following revenues that are deposited into the Utility Fund.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
DWU General Expense	\$657,464,737	\$648,427,649	\$666,477,405	\$687,671,388
Total	\$657,464,737	\$648,427,649	\$666,477,405	\$687,671,388

- DWU General Expense – This category includes all the Department’s revenue types, especially:
  - Treated Water – Retail (\$298 million) derived from sales to individual and business end users;
  - Treated Water – Wholesale (\$86.8 million) derived from sales to customer municipalities and special districts;
  - Wastewater – Retail (\$237.1 million) derived from sales to individual and business end users; and
  - Wastewater – Wholesale (\$11.8 million) derived from sales to customer municipalities and special districts.

# DALLAS WATER UTILITIES

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Continually provide high quality water to meet the demands of both retail and wholesale customers, and ensure adequate pressure for fire protection.
- Provide wastewater collection and treatment services for retail and wholesale customers while meeting U.S. Environmental Protection Agency and Texas Commission on Environmental Quality treatment plant discharge requirements and Trinity River Stream Standards as required by the Clean Water Act.
- Provide timely and quality customer service.
- Provide planning, design, and construction of capital projects to assure adequate and appropriate improvements within the water and wastewater systems.
- Ensure accountability of funds and prudent management of the Department's financial resources.

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Compliance with state and federal standards and regulations for drinking water	100.00%	100.00%	100.00%	100.00%
Small diameter pipelines replaced annually	1.00%	1.00%	0.90%	0.90%
Number of million gallons saved through plumbing fixture replacement programs annually	540	550	600	600
Meter reading accuracy	99.95%	99.96%	99.95%	99.95%
Total value of capital projects awarded	\$311,521,000	\$284,000,000	\$286,800,000	\$300,000,000
Main breaks per 100 miles of main	30.47	32.00	28.00	28.00
Number of sanitary sewer overflows per 100 miles of main	3.00	2.50	3.00	3.00
Average response time in minutes to emergency service requests	65.00	58.60	65.00	65.00

# MUNICIPAL RADIO

## MISSION

Operated by the City of Dallas Office of Cultural Affairs, Municipal Radio is an integral component of the City of Dallas’ commitment to providing access to arts opportunities and City Council meetings to all its citizens and to the over six million residents of North Texas capable of receiving the station’s signal.

## DEPARTMENT SUMMARY

The FY 2017-18 budget and FY 2018-19 planned budget for Municipal Radio (WRR) supports the station’s mission to provide 24-hour classical music programming Dallas residents and the North Texas region, and serve as a vital marketing partner to Dallas-area arts organizations through on-air promotions, event notices, and discounted advertising rates. WRR revenues are estimated to be over \$2 million, which directly supports the operations of the station.

## FUNCTIONAL ORGANIZATION CHART



# MUNICIPAL RADIO

## SERVICE DESCRIPTION AND BUDGET

WRR Municipal Radio and Classical Music: Manages radio station WRR 101.1 FM that provides 24-hour broadcasts that include classical music and other select musical programming, promotes cultural arts events and broadcasts City Council meetings. The station uses a commercial radio model as licensed by the Federal Communications Commission (FCC) selling commercial air-time and sponsorships to generate revenue to fund operational costs. The station has a 100-mile service area and boast weekly cumulative listeners of over 300,000.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$2,032,482	\$1,951,417	\$2,051,318	\$2,086,407
Total	\$2,032,482	\$1,951,417	\$2,051,318	\$2,086,407

## SOURCE OF FUNDS

The table below provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$2,032,482	\$1,951,417	\$2,051,318	\$2,086,407
Total	\$2,032,482	\$1,951,417	\$2,051,318	\$2,086,407

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers’ compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
None		



# MUNICIPAL RADIO

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100 percent occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	14.50	11.00	13.50	13.50
Overtime FTEs	0.00	0.00	0.00	0.00
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	14.50	11.00	13.50	13.50

## REVENUE BY SERVICE

Municipal Radio is an enterprise fund. These funds are fully supported by charges for service. Each fund establishes revenue-based fees and charges to recoup the costs of providing the services.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
WRR Municipal Radio Classical Music	\$2,055,000	\$2,014,613	\$2,098,813	\$2,198,813
Total	\$2,055,000	\$2,014,613	\$2,098,813	\$2,198,813

- Revenues are primarily from local and national advertising sales. WRR anticipates higher advertisement revenues in FY 2017-18 and FY 2018-19.

# MUNICIPAL RADIO

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Increase weekly total cumulative audience from 304,000 to 317,000 (four percent)
- Increase WRR marketing events from 80 to 100 (25 percent)

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Number of WRR community and marketing events	65	80	90	100
Weekly total cumulative audience (as measured by A.C. Nielsen PPM)	300,000	304,000	317,000	332,850

# SANITATION SERVICES

## MISSION

To benefit our community and environment while garnering benefit from our waste resources by providing excellent customer services that promote waste reduction, resource recovery, and support to the City of Dallas sustainability efforts.

## DEPARTMENT SUMMARY

The FY 2017-18 budget and FY 2018-19 planned budget will allow Sanitation Services to continue providing weekly refuse and recycling service and monthly bulk and brush collection to 240,000 residential households. The department will also continue providing seven day a week dead animal collection, six day a week disposal services to approximately 1,300 daily customers who bring 1.7 million tons to the McCommas Bluff landfill annually, operation of three regional transfer stations, and education and diversion program development as outlined in the City’s Zero Waste Plan. The FY 2017-18 budget increases the residential Sanitation fee by 3.5 percent, from \$24.32 to \$25.18. The change is driven by personnel merit and health care costs, increases in equipment replacement costs to address the aging vehicle fleet, increases in costs related to services provided to the department by the City’s General Fund (e.g., street maintenance, technology, 311 services, risk management, and other business services), and increased roll-cart replacement costs.

## FUNCTIONAL ORGANIZATION CHART



# SANITATION SERVICES

## SERVICE DESCRIPTION AND BUDGET

Animal Remains Collection: Animal Remains Collection (ARC) provides for the prompt (seven days a week) and respectful recovery and disposal of animal remains from residents, public right of way, and animal clinics. ARC removes approximately 24,000 animal remains annually. Expenses are recovered through the residential sanitation fee, direct charges to veterinary clinics, and charges to customers with animals weighing over 100 lbs.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$679,144	\$708,422	\$732,579	\$748,869
Total	\$679,144	\$708,422	\$732,579	\$748,869

Bulk/Brush Waste Removal Services: Sanitation Services provides monthly bulk and brush collections to approximately 240,000 households throughout the city of Dallas. This service provides residents the option to discard larger, less frequently disposed of items with convenient monthly curbside collection. The bulk/brush crews collect and dispose of over 170,000 tons of bulky waste annually. This service is financially self-supporting through the monthly sanitation fee and cost-plus fees.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$16,354,596	\$17,636,856	\$15,217,193	\$15,687,092
Total	\$16,354,596	\$17,636,856	\$15,217,193	\$15,687,092

City Facility Services: City Facility Services provides waste collection services for 186 City facilities, 216 recycling collection locations, and other neighborhood drop off sites. This service is provided through contracted vendors who perform roll-off collection or compactor collection service, but also includes refuse and recycling dumpster collection performed by City staff.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$736,763	\$727,654	\$737,259	\$740,756
Total	\$736,763	\$727,654	\$737,259	\$740,756

# SANITATION SERVICES

Landfill Services: The City's McCommas Bluff Landfill is an essential asset in managing the waste stream generated by its customers. The landfill accepts waste from residential and business customers and disposes of the waste in accordance with federal, state and local rules and regulations. The landfill also utilizes advanced landfill gas recovery technology to create positive revenue. The McCommas Bluff Landfill receives and disposes of almost 1.7 million tons of municipal solid waste each year and processes over 1,300 customers daily.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$28,795,518	\$25,923,348	\$31,666,389	\$30,693,338
Total	\$28,795,518	\$25,923,348	\$31,666,389	\$30,693,338

Recycling Collection and Zero Waste Division: Provides weekly residential recycling collection services to approximately 192,000 City of Dallas customers, which equates to approximately 48,000 service opportunities daily. This division also provides residents household hazardous waste disposal services, as well as education, outreach and diversion programs outlined in the City's Zero Waste Plan. The monthly residential sanitation fee along with revenues generated from the City's recycle processing contract supports funding of this service.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$13,241,093	\$13,448,203	\$13,236,627	\$13,717,005
Total	\$13,241,093	\$13,448,203	\$13,236,627	\$13,717,005

Residential Refuse Collection: Dallas households generate approximately 245,000 tons of refuse each year. Sanitation Service crews remove and dispose of waste each week for approximately 240,000 households, resulting in over 60,000 service opportunities daily. This service is financially self-supporting through the monthly sanitation fee. This division also includes the operation of three regional transfer stations that process and transport over 280,000 tons of material each year.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$40,733,940	\$42,096,082	\$40,689,050	\$42,495,679
Total	\$40,733,940	\$42,096,082	\$40,689,050	\$42,495,679

# SANITATION SERVICES

## SOURCE OF FUNDS

The below table provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$100,541,054	\$100,540,565	\$102,279,097	\$104,082,739
Total	\$100,541,054	\$100,540,565	\$102,279,097	\$104,082,739

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers' compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Incremental increase in FY2017-18 and decrease in FY2018-19 for landfill services capital transfer	\$1,671,464	\$(1,187,431)
Increase in master lease expense in FY2018-19	\$0	\$1,863,536

# SANITATION SERVICES

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100% occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	531.00	508.50	531.00	531.00
Overtime FTEs	93.30	99.00	93.30	93.30
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	624.30	607.50	624.30	624.30

# SANITATION SERVICES

## REVENUE BY SERVICE

Sanitation Services is an enterprise fund and so recovers its cost of operation through user charges and other non-property tax sources. The Department is responsible for forecasting, collecting, and monitoring the following revenues that are deposited into the Sanitation Fund.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Brush/Bulk Waste Removal Services	\$121,632	\$146,341	\$129,809	\$129,809
City Facility Services	\$736,763	\$774,758	\$737,259	\$737,259
Landfill Services	\$22,796,548	\$29,260,297	\$25,491,801	\$25,491,801
Recycling Collection and Zero Waste Division	\$872,175	\$1,259,636	\$1,062,951	\$1,062,951
Residential Refuse Collection	\$76,013,936	\$74,011,683	\$74,857,277	\$76,660,919
Total	\$100,541,054	\$105,452,715	\$102,279,097	\$104,082,739

- Brush and Bulk Waste Removal Services – Revenues are derived from cost-plus collection of materials other than during the monthly brush/bulk waste pickup.
- City Facility Services – Revenue is derived from charges to City departments for refuse and recycling collection services.
- The McCommas Bluff Landfill - Revenues are from charges (\$25 per ton) to individuals and businesses for disposal of a wide variety of solid waste materials.
- Recycling Collection and Zero Waste – Revenue is derived from the collection and sale of recyclable materials, as well as host fee revenues and diversion education revenues from the City’s recycle processing contract.
- Residential Refuse Collection – Revenue is derived from the monthly residential collection fee, residential extra cart fees, and fees to commercial customers. The FY 2017-18 budget includes an increase in this monthly fee from \$24.32 to \$25.18



# SANITATION SERVICES

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Reduce missed calls per 10,000 for refuse collection and recycling collection.
- Complete optimizing recycling collection routes by September 2018 and refuse collection routes by September 2019.
- Reduce number of property damage claims.
- Reduce number of preventable collisions/incidents.
- Identify mechanism to track customer processing time at landfill by March 2018.
- Reduce the number of hydraulic fluid spills related to parts failure.

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Missed collection calls per 10,000	10.40	12.50	11.50	11.50
Percent of on-time collection pickups	99.8%	99.8%	99.8%	99.8%
Residential diversion rate (recycle/refuse + recycle)	17.91	18.38	19.01	19.01
Tons of Residential recyclables collected annually	55,000	55,400	57,615	57,615
Missed refuse and recycling collections calls per 10,000 service opportunities	N/A	11.1	11	10
The percentage of workdays per month meeting minimum automated fleet availability target	N/A	N/A	90.0%	100.0%
The percentage of workdays per month meeting minimum rear loader fleet availability target	N/A	N/A	90.0%	100.0%



# STORM DRAINAGE MANAGEMENT

## MISSION

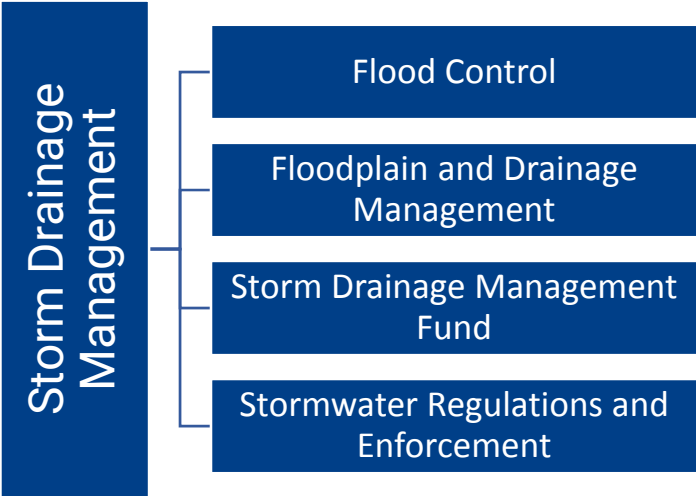
Enhance the quality of life for Dallas residents through management of the Trinity River watershed, associated neighborhood and system-wide flood control, floodplain, and surface water quality activities.

## DEPARTMENT SUMMARY

FY 2017-18 budget and FY 2018-19 planned budget for Trinity Watershed Management (TWM) address TWM's responsibility for the City's compliance with drainage systems regulations. This includes the City's Municipal Separate Storm Sewer System (MS4) permit issued under the Texas Pollutant Discharge Elimination System program, Federal Clean Water Act, and associated Consent Decree. The permit sets performance requirements that allow the City to discharge stormwater runoff through drainage systems into Trinity River and tributaries. Activities include design, construction, operation and maintenance, and inspection of storm drainage system; flood response; and regulatory operations including enforcement, water quality monitoring, and public outreach. TWM works with government agencies and other partners.

In FY 2017-18, residential customers will see an average increase of \$0.63 monthly, while commercial customers will see an increase of \$0.17 per 1,000 square feet impervious area. This fee increase in Storm Drainage Management will allow the department to create a formal capital program. The new program will address annual major maintenance, and major system wide projects as necessary. In the current year, \$5 million funding was allocated for major maintenance projects. Funding will increase to \$8.8 million in FY 2017-18 and \$10.7 million in FY 2018-19.

## FUNCTIONAL ORGANIZATION CHART



# STORM DRAINAGE MANAGEMENT

## SERVICE DESCRIPTION AND BUDGET

**Flood Control:** Provides (1) Flood Protection, (2) Storm Drainage System Maintenance, and (3) Flood Emergency Response. These activities include maintenance and operation of: Dallas Floodway Levee System (21 pump stations, six pressure sewers, 30-mile levees, sumps, and flood walls), city-wide drainage structures and 1,800 miles of storm drainage pipes, 180 miles of city-owned creeks and channels, other storm drainage facilities (City-owned detention basins, and dams), SCADA, and Flooded Roadway Warning System.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$16,613,373	\$16,563,373	\$16,663,159	\$17,173,923
Additional Resources	\$0	\$114,401	\$156,331	\$156,311
<b>Total</b>	<b>\$16,613,373</b>	<b>\$16,677,774</b>	<b>\$16,819,490</b>	<b>\$17,330,234</b>

**Floodplain and Drainage Management:** Provides implementation for 50-60 capital drainage projects annually; initiates 10-16 studies and mapping to ensure public/private infrastructure/development are designed to minimize flooding; prohibits development in areas prone to flooding without required floodplain permit; qualifies Dallas property owners for a discount on flood insurance; and provides in-house design, construction management, and inspections for storm drainage, erosion control, pump stations, and other Trinity Watershed Management (TWM) projects.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$3,818,502	\$3,377,725	\$3,902,409	\$3,902,409
<b>Total</b>	<b>\$3,818,502</b>	<b>\$3,377,725</b>	<b>\$3,902,409</b>	<b>\$3,902,409</b>

**Stormwater Regulations and Enforcement:** Manages compliance with the City's MS4 Permit and associated local, state, and federal regulations. Annual activities include approximately 8,200 industrial and construction inspections, 350 spill responses/ investigations, 130 creek and stream water quality sampling events, 6,000+ outfall/inlet/culvert inspections, 4,000 closed-circuit television inspections, inlet and pipe cleaning, 6,000 line locations, asset inventory, and condition assessments for over 180 miles of storm sewer lines and coordinating/documenting other required permit activities towards water quality improvement. Outreach efforts provide targeted surface water protection messages to over 220,000 people at over 330 events each year.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$6,201,461	\$5,949,631	\$6,313,192	\$6,313,192
<b>Total</b>	<b>\$6,201,461</b>	<b>\$5,949,631</b>	<b>\$6,313,192</b>	<b>\$6,313,192</b>

# STORM DRAINAGE MANAGEMENT

Storm Drainage Management Fund: Facilitates City department activities in compliance with the City’s MS4 permit issued by the Texas Commission on Environmental Quality (TCEQ). Activities include operations/maintenance of the storm drainage system, floodplain management, stormwater pollution prevention, enforcement, and education measures to comply with federal, state, and local requirements. Reimburses General Fund approximately \$18.4 million to 15 City Departments for stormwater-related activities including: drainage system maintenance, environmental management system, hazardous spill response, illegal dumping, litter control, public education/outreach, street sweeping, and inspection/enforcement.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$28,024,433	\$28,749,318	\$29,058,077	\$31,047,313
Total	\$28,024,433	\$28,749,318	\$29,058,077	\$31,047,313

## SOURCE OF FUNDS

The table below provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$54,657,769	\$54,640,047	\$55,936,837	\$58,436,837
Trinity Watershed Management Reimbursement	\$0	\$114,401	\$156,331	\$156,311
Total	\$54,657,769	\$54,754,448	\$56,093,168	\$58,593,148

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers’ compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Increase transfer to capital fund	\$3,787,984	\$1,920,654

# STORM DRAINAGE MANAGEMENT

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100 percent occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	273.00	209.80	251.00	251.00
Overtime FTEs	8.60	11.40	31.60	31.60
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	281.60	221.20	282.60	282.60

## REVENUE BY SERVICE

Storm Drainage Management is an Enterprise Fund department and, as such, generates revenue to fully cover the cost of departmental expenses. Each fund generates revenue-based fees and charges to recoup the costs of providing the services.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Storm Drainage Management Fund	\$52,586,837	\$50,936,837	\$55,987,895	\$58,436,837
Total	\$52,586,837	\$50,936,837	\$55,987,895	\$58,436,837

- Storm Drainage Management Fund revenue is derived from stormwater fees which are charged utilizing measured impervious data for residential and non-residential accounts. In FY 2017-18, residential customers will see an average monthly increase of \$0.63, and commercial customers will see an increase of \$0.17 per 1,000 square feet of impervious area. In FY 2018-19, residential customers will see an average monthly increase of \$0.32, and commercial customers will see an increase of \$0.09 per 1,000 square feet of impervious area.

# STORM DRAINAGE MANAGEMENT

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Improve the quality of life for the residents of Dallas
- Attract residents, businesses, and visitors to Trinity River Corridor (the Trinity River)
- Maintain strong working relationships with internal and external partners
- Consistently meet program regulatory requirements
- Maintain compliance with the City’s Stormwater (MS4) Permit
- Enhance and protect water resources in Dallas by providing environmental stewardship
- Ensure public/private infrastructure/development are designed to avoid flooding
- Plan and implement drainage infrastructure projects to improve drainage system efficiency and function
- Maintain the percentage of pump station uptime at 92 percent or greater
- Continue work towards integrated quality and environmental ISO certification

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Percent uptime pump station	94.0%	90.0%	92.0%	92.0%
Percent of service requests responded to within service level agreement (SLA)	96.0%	98.0%	96.0%	96.0%





# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

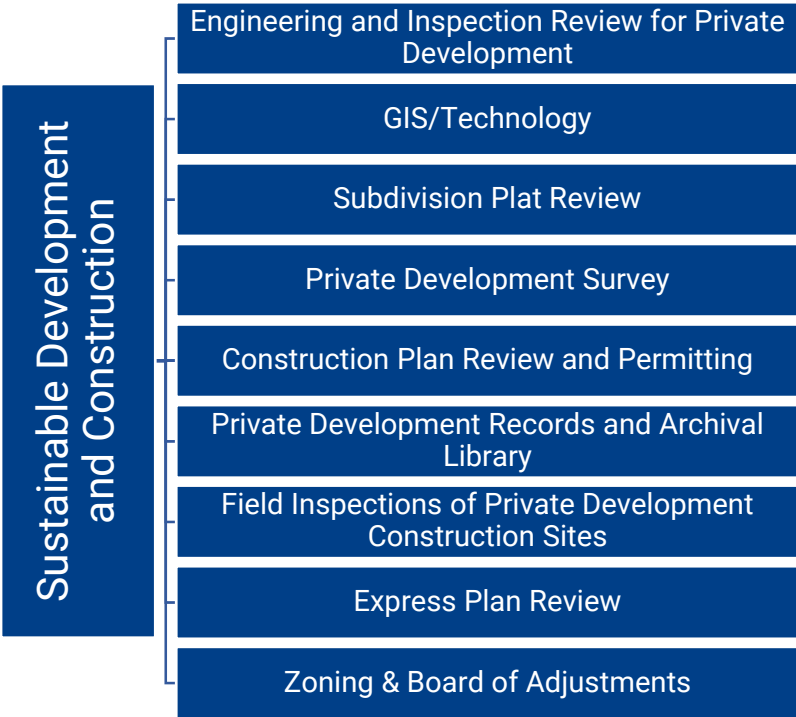
## MISSION

Dedicated to excellence by partnering with the community to build a safe and dynamic Dallas.

## DEPARTMENT SUMMARY

The FY 2017-18 budget and FY 2018-19 planned enterprise fund budget for Sustainable Development and Construction builds on past efforts to provide services associated with the review and inspection of development within the City of Dallas. There are four divisions supported primarily by the enterprise fund, which are Building Inspection, Engineering, Current Planning, and GIS/Technology. Over the next two years, the Department anticipates facilitating over \$7.5 billion in permit valuation related to construction activity, issuing over 65,000 building permits, conducting over 400,000 inspections, issuing over 10,000 Certificates of Occupancy, and processing 500 zoning changes. FY 2017-18 budget includes two additional Technology Analysts and one Data Analyst who will provide enterprise software configuration, maintenance, and support to the Department. The FY 2017-18 budget also restores funding that had been reduced in FY 2016-17 as part of a vacancy rate adjustment.

## FUNCTIONAL ORGANIZATION CHART



# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

## SERVICE DESCRIPTION AND BUDGET

Engineering and Inspection Review for Private Development: The private engineering and inspection division’s core responsibilities are to: review and approve engineering plans for infrastructure improvements that will be dedicated to the City by private developers; and inspect the construction of the infrastructure improvements to ensure that all construction is to City standards and specifications.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$2,425,210	\$2,363,943	\$2,271,562	\$2,332,654
Additional Resources	\$548,741	\$548,741	\$599,177	\$599,177
Total	\$2,973,951	\$2,912,684	\$2,870,739	\$2,931,831

GIS/Technology: The GIS mapping division’s core responsibilities are to: provide mapping, data and applications for development activities; create plat parcel GIS data to serve as the authoritative base for development activities; maintain the official zoning map of the City; generate mandated notifications for public hearings; maintain applications that provide data to staff and citizens; and maintain the department’s enterprise software configuration.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$950,360	\$731,727	\$1,117,790	\$1,207,308
Total	\$950,360	\$731,727	\$1,117,790	\$1,207,308

Subdivision Plat Review: The plat review division’s core responsibilities are to: administer and process all new plat submissions for the City of Dallas; respond to inquiries and provide information on platting regulations to both internal and external customers; and grow the tax base through the creation of legal building sites for new construction.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$609,356	\$551,170	\$606,403	\$621,049
Total	\$609,356	\$551,170	\$606,403	\$621,049

# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

Private Development Survey: The private survey division’s core responsibilities are to review plats, field notes, easements, abandonments, and covenant agreements associated with private development for accuracy, completeness, and compliance with City and State Professional Survey standards.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$660,371	\$596,804	\$666,788	\$681,434
Total	\$660,371	\$596,804	\$666,788	\$681,434

Construction Plan Review and Permitting: The plan review and permitting division’s core responsibilities are to: safeguard the public health, safety and general welfare through the application of the City’s construction codes and other federal and state mandates; review and issue permits associated with development in the City of Dallas; and ensure safety to fire fighters and emergency responders during emergency operations.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$17,143,489	\$15,105,744	\$14,676,395	\$14,487,092
Additional Resources	\$0	\$0	\$117,796	\$117,796
Total	\$17,143,489	\$15,105,744	\$14,794,191	\$14,604,888

Private Development Records and Archival Library: The central files division’s core responsibilities are to: record and archive building plans and permits as required by state law and industry practice; maintain, retrieve, and provide historical records on permitted private development plans and inspection reports; and respond to open records requests and provide certified records or absence of records for court proceedings.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$1,112,055	\$1,078,736	\$1,111,367	\$989,146
Total	\$1,112,055	\$1,078,736	\$1,111,367	\$989,146

Field Inspections of Private Development Construction Sites: The field inspections division’s core responsibilities are to: ensure commercial and residential structures are constructed, reconstructed, or renovated to meet mandatory standards for quality of life and building safety; support and administer the enforcement of building, plumbing, mechanical, electrical, zoning, certificate of occupancy, green ordinance and sign code requirements through field inspection of construction activity and changes in property use.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$9,511,180	\$11,606,759	\$8,407,809	\$8,563,287
Total	\$9,511,180	\$11,606,759	\$8,407,809	\$8,563,287

# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

Express Plan Review: The express plan review division’s core responsibilities are to provide an optional service to: expedite a coordinated construction plan review process for an additional fee (for new construction, remodels, renovations, and certificate of occupancies and ensure compliance with Dallas development codes, building and construction codes, and applicable ordinances) and provide pre-development trade coordination meetings for an additional fee for projects in the planning phases of construction.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$1,873,691	\$1,809,164	\$1,730,685	\$1,782,032
Total	\$1,873,691	\$1,809,164	\$1,730,685	\$1,782,032

Zoning and Board of Adjustments: The current planning division’s core responsibilities are to review and formulate staff recommendations on development applications in compliance with development codes, State law and accepted land use principles, including: zoning cases, special exceptions, variances development plans, and minor amendments to development plans.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$1,804,583	\$1,803,281	\$1,787,391	\$1,828,992
Additional Resources	\$88,214	\$88,214	\$96,759	\$96,759
Total	\$1,892,797	\$1,891,495	\$1,884,150	\$1,925,751

## SOURCE OF FUNDS

The table below provides a summary of funds from various sources that support departmental services.

Source of Funds	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Enterprise Fund	\$36,090,295	\$35,647,328	\$32,376,190	\$32,492,994
Public Works Reimbursement	\$0	\$0	\$117,796	\$117,796
Sustainable Development & Construction Reimbursement	\$88,214	\$88,214	\$96,759	\$96,759
Water Utilities Reimbursement	\$548,741	\$548,741	\$599,177	\$599,177
Total	\$36,727,250	\$36,284,283	\$33,189,922	\$33,306,726

# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

## MAJOR BUDGET ITEMS

The FY 2017-18 budget and FY 2018-19 planned budget include adjustments for costs such as employee/retiree health benefits, civilian merit pay adjustments, civilian employee retirement adjustments, and internal service charges such as information technology, fleet maintenance, fuel, workers’ compensation, liability, and property insurance. The table below lists increases and/or decreases in funding levels for major budget items for each year of the biennial.

Budget Items	FY 2017-18 Adopted	FY 2018-19 Planned
Reduction of 11 positions (11.00 FTEs) due to efficiencies achieved with the implementation of electronic plan review in FY 2018-19	\$0	\$(652,099)
Creation of 3 positions (2.25 FTEs) with full year funding in FY 2018-19 to provide enterprise software configuration, maintenance, and support to the department in FY 2017-18	\$177,254	\$238,082
Reduction of 2 vacant positions (2.00 FTEs) with minimal service impact in FY 2017-18	\$(164,649)	\$(164,649)

## PERSONNEL

Full-Time Equivalent (FTE) is a budget calculation that counts the number of personnel hours funded for the fiscal year. Each FTE equals 2,080 hours. Not all full-time positions are funded for 100 percent occupancy throughout the fiscal year. FTEs are calculated to consider vacancy and position turn-over that may occur. Additionally, multiple part-time and temporary positions may be added together to equal one FTE.

The table below represents regular FTEs, overtime FTEs, and City temporary FTEs for the City’s operating funds. The table does not include FTEs that may be funded from additional resources such as grant funds.

Personnel	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Regular FTEs	303.00	272.00	272.95	262.70
Overtime FTEs	0.00	3.60	1.77	1.77
City Temporary FTEs	0.00	0.00	0.00	0.00
Total FTEs	303.00	275.60	274.72	264.47

# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

## REVENUE BY SERVICE

Sustainable Development and Construction is an Enterprise Fund department and, as such, generates revenue to fully cover the cost of departmental expenses. Each fund generates revenue-based fees and charges to recoup the costs of providing the services.

Revenue by Service	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Construction Plan Review and Permitting	\$25,408,538	\$26,056,452	\$26,572,623	\$26,572,623
Engineering & Inspection Review for Private Development	\$1,009,818	\$1,313,220	\$1,116,706	\$1,116,706
Express Plan Review	\$1,362,313	\$1,483,252	\$1,675,936	\$1,675,936
Field Inspections of Private Development Construction Sites	\$251,824	\$319,810	\$254,343	\$254,343
Subdivision Plat Review	\$886,985	\$886,985	\$895,855	\$895,855
Zoning & Board of Adjustment	\$1,183,916	\$1,188,932	\$1,195,755	\$1,195,755
Total	\$30,103,394	\$31,248,651	\$31,711,218	\$31,711,218

- Construction Plan Review and Permitting revenues are derived from reviews and permitting of All Remodel building, New Single/Multi-Family building, Construction Plan Review and New Commercial building. Revenues are projected to increase due to an overall increase in construction permit activity and valuation in FY 2017-18.
- Expenses are expected to exceed revenues in FY 2017-18 and FY 2018-19 by \$1,446,748. Sustainable Development and Construction plans to use fund balance.

# SUSTAINABLE DEVELOPMENT AND CONSTRUCTION

## DEPARTMENT GOALS AND PERFORMANCE MEASURES

- Initiate construction of new Oak Cliff Municipal Center Expansion (FY 2017-18)
- Evaluate the process and cost for accepting online applications for Board of Adjustment and zoning requests (FY 2017-18)
- Cross-train two engineers between Paving/Drainage and Water/Wastewater review to build redundant capacity in each section to better manage review times and more efficiently serve the Q-Team (FY 2017-18)
- Fully deploy technology for electronic plan review (FY 2017-18) and chess clock calculation (FY 2018-19)
- Complete the digitization of all paper, microfilm/fiche records (FY 2018-19)
- Build public Permit Mapping website showing location of recent permits and Certificates of Occupancy (FY 2018-19)
- Implement electronic recording technology within Subdivision (FY 2018-19)

Performance Measure	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Adopted	FY 2018-19 Planned
Percent of new and addition single family dwelling permits approved within three days	N/A	74.0%	85.0%	85.0%
Percent of complex commercial reviews to receive zoning review within 15 days	N/A	86.0%	95.0%	95.0%
Percent of inspections performed same day as scheduled	98.0%	97.0%	98.0%	98.0%
Percent of Express projects completing meetings within 12 days of application submission	N/A	57.0%	75.0%	75.0%
Percent of plat technical reviews completed within 15 days	N/A	95.0%	95.0%	95.0%
Overall value of permits issued	N/A	\$4 billion	\$4 billion	\$4 billion