

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **August 28, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On August 28, 2024, a DRAFT City Council Agenda August 16, 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 the revisions along with staff's contact information is provided.

Revisions:

6. 24-2206 A resolution (1) declaring approximately 4,430 square feet of land unwanted and unneeded, located near the intersection of Colonial Avenue and Martin Luther King Junior Boulevard, and authorizing its advertisement for sale by public auction; (2) establishing a reserve for the auctioned surplus property; (3) authorizing a Purchase and Sale Agreement to be prepared for the auctioned surplus property receiving highest qualified bid that meets or exceeds the reserve; and (4) authorizing the conveyance of a deed in a form acceptable to City Attorney - Estimated Revenue: General Capital Reserve Fund (\$61,110.00) and General Fund (\$7,500.00) ([Current Dallas Central Appraisal District value](#))
This item is being revised to update the Agenda Information Sheet. Please contact John Johnson, Director, Department of Facilities and Real Estate Management, at 214-670-0196, for more information.
7. 24-2203 A resolution (1) declaring approximately 17,647 square feet of improved land unwanted and unneeded, located at the intersection of Marilla and South St. Paul Streets, and authorizing its advertisement for sale by public auction; (2) establishing a reserve for the auctioned surplus property; (3) authorizing a Purchase and Sale Agreement to be prepared for the auctioned surplus property receiving highest qualified bid that meets or exceeds the reserve; and (4) authorizing the conveyance of a deed in a form acceptable to City Attorney - Estimated

Revenue: General Capital Reserve Fund (\$2,395,360.00) and General Fund (\$7,500.00) ([Current Dallas Central Appraisal District value](#))
This item is being revised to update the Agenda Information Sheet. Please contact John Johnson, Director, Department of Facilities and Real Estate Management, at 214-670-0196, for more information.

27. 24-2243 Authorize the **(1)** acceptance of a grant from the Texas Department of Housing and Community Affairs (“TDHCA”) in the amount of \$1,052,503.00 to provide services to the homeless through the Homeless Housing and Services Program (“HHSP”), consisting of (a) \$937,885.00 for the FY 2025 TDHCA-Homeless Housing and Services Program 24-25 Fund for the period September 1, 2024 through August 31, 2025 and (b) \$114,618.00 for the FY 2023 TDHCA-HHSP Youth Set-Aside Reallocation Fund for the period ~~September 1, 2024~~ [August 1, 2024](#) through May 31, 2025; **(2)** establishment of appropriations in an amount not to exceed \$937,885.00 in the FY 2025 TDHCA-Homeless Housing and Services Program 24-25 Fund; and in an amount not to exceed \$114,618.00 in the FY 2023 TDHCA-HHSP Youth Set-Aside Reallocation Fund; **(3)** receipt and deposit of funds in an amount not to exceed \$937,885.00 in the FY 2025 TDHCA-Homeless Housing and Services Program 24-25 Fund and in an amount not to exceed \$114,618.00 in the FY 2023 TDHCA-HHSP Youth Set-Aside Reallocation Fund; **(4)** City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2025 TDHCA-Homeless Housing and Services Program 24-25 Fund and FY 2023 TDHCA-HHSP Youth Set-Aside Reallocation Fund; and **(5)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$1,052,503.00 - Financing: FY 2025 TDHCA-Homeless Housing and Services Program 24-25 Fund (\$937,885.00) and FY2023 TDHCA-HHSP Youth Set-Aside Reallocation Fund (\$114,618.00)
This item is being revised to update the Subject and Resolution. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-1291, for more information.

33. 24-2411 Authorize a three-year master agreement for the purchase of certified drinking water treatment chemicals and filtration materials for the Water Utilities Department - Chemtrade Chemicals US LLC in the estimated amount of \$40,888,682.60, Texas Lime Company in the estimated amount of \$17,957,189.12, Polydyne, Inc. in the estimated amount of \$5,986,400.00, Chameleon Industries, Inc. in the estimated amount of \$2,484,000.00, Carbon Activated Corporation in the estimated amount of \$2,450,000.00, Pencco, Inc. in the estimated amount of \$1,263,924.00, and ~~Evonik Corporation in the estimated amount of~~

~~\$603,642.00~~, [U.S. Peroxide, LLC dba USP Technologies in the estimated amount of \\$823,429.00](#), lowest responsible bidders of twelve - Total estimated amount of ~~\$71,633,837.72~~ [\\$71,853,624.72](#) - Financing: Dallas Water Utilities Fund

This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Danielle Thompson, Director, Office of Procurement Services, at 214-670-3874, for more information.

39. 24-2199 Authorize Supplemental Agreement No. 1 to increase the service contract with 22nd Century Technologies, Inc. through the Sourcwell cooperative agreement for the purchase, installation, hardware monitoring, and support of additional secondary backup circuits for the Department of Information and Technology Services - Not to exceed \$694,629.80, from \$12,583,720.40 to \$13,278,350.20 - Financing: Data Services Fund (subject to annual appropriations)

This item is being revised to update the M/WBE Information section. Please contact Patrick Carreno, Director, Department of Aviation, at 214-670-6149 or Danielle Thompson, Director, Office of Procurement Services, at 214-670-3874, for more information.

40. 24-2305 Authorize a three-year subscription contract, with two one-year renewal options, for a web-based hosted risk management information system, including software, maintenance, and support for the Office of Risk Management - Origami Risk, LLC, sole source - Estimated amount of \$1,956,861- Financing: Risk Management Fund

This item is being revised to update the M/WBE Information section. Please contact Zeronda Smith, Director, Office of Risk Management, at 214-671-9051 or Danielle Thompson, Director, Office of Procurement Services, at 214-670-3874, for more information.

44. 24-2393 Authorize a three-year [Interlocal Agreement](#) with Southern Methodist University Simmons School of Education and Human Development to provide consulting and technical assistance for the Dallas Police Department Virtual Reality De-escalation Site-Based Initiative Grant Project for the period October 1, 2023 through September 30, 2026 - Not to exceed \$662,301.00 - Financing: BJA FY 23 Virtual Reality De-escalation Site-Based Initiative Fund

This item is being revised to update the Subject and Resolution. Please contact Martin Riojas, Assistant Director, Police Department, at 214-671-3197, for more information.

48. 24-1756 Authorize a five-year [Indefinite Delivery/Indefinite Quality](#) service [price agreement, plus one six-month extension](#), ~~contract~~ for internal pipe repair of large diameter reinforced concrete water mains - Structural Preservation Systems, LLC, most advantageous proposer of two - ~~Not to exceed~~ [Estimated amount of](#) \$13,263,579.00 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)
This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Sarah Standifer, Director, Water Utilities Department, at 214-671-9581, for more information.

In Addition, Agenda Item Nos. 14-17 were previously numbered 43-46 on the DRAFT Agenda, were moved and placed under the Department of Transportation that have caused a renumbering to several items.

Deletions:

31. 24-2410 Authorize **(1)** a three-year master agreement for the purchase of equipment and horticulture materials for parks, playgrounds, and golf courses for the Park & Recreation Department - PlayWell Group in the estimated amount of \$1,083,029.92, Most Dependable Fountains, Inc in the estimated amount of \$297,071.00, and Pioneer Manufacturing Company in the estimated amount of \$220,000.00; lowest responsible bidders of three; and **(2)** a three-year master agreement for the purchase of equipment and horticulture materials for parks, playgrounds, and golf courses for the Park & Recreation Department with BSN Sports, LLC in the estimated amount of \$100,000.00, Superior Recreational Products in the estimated amount of \$50,000.00, The Playground, Shade and Surfacing Depot LLC in the estimated amount of \$42,000.00, Whirlix Design, Inc. in the estimated amount of \$40,500.00, Lea Park & Play, Inc. in the estimated amount of \$32,500.00, Victor Stanley, Inc. in the estimated amount of \$27,000.00, T.F. Harper & Associates in the estimated amount of \$20,000.00, Child's Play, Inc. in the estimated amount of \$10,000.00, Cunnigham Recreation in the estimated amount of \$10,000.00, Webuildfun, Inc. in the estimated amount of \$10,000.00, and PlayPower LT Farmington, Inc. in the estimated amount of \$10,000.00, through The Local Government Purchasing Cooperative (Buyboard) agreement - Total estimated amount of \$1,952,100.92 - Financing: General Fund
This item is being deleted pending the Park and Recreation Board approval. Please contact Danielle Thompson, Director, Office of Procurement Services, at 214-670-3874, for more information.

53. 24-2315 Authorize the second step of acquisition for condemnation by eminent domain to acquire from Howard Coleman of approximately 26,992 square feet of land located near the intersection of Red Bird Lane and Boulder Drive for the Dallas Executive Airport Project - Not to exceed \$53,000.00 (\$50,000.00, plus closing costs and title expenses not to exceed \$3,000.00) - Financing: Aviation Fund
This item is being deleted due to continued negotiations with the property owner. Please contact John Johnson, Director, Department of Facilities and Real Estate Management, at 214-670-0196, for more information.

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:

19. 24-2170 Authorize an Interlocal Agreement with Dallas County on behalf of Dallas County Health and Human Services in the amount of \$2,824,600.00 to provide scattered site housing assistance for persons with HIV/AIDS for the period October 1, 2024 through September 30, 2025 - Not to exceed \$2,824,600.00 - Financing: U.S. Department of Housing and Urban Development Housing Opportunities for Persons with AIDS Grant Funds
[The Workforce, Education, and Equity Committee was briefed by memorandum regarding this matter on August 12, 2024.](#)
22. 24-1586 Adopt the City of Dallas Hazard Mitigation Plan (HMP) in compliance with the Federal Disaster Mitigation Act of 2000 to maintain eligibility for pre-disaster and post-disaster federal mitigation funding as well as state mitigation funding. Federal regulations require an update to the HMP every five years to maintain eligibility for federal mitigation funding and some state mitigation funding - Financing: No cost consideration to the City
The Public Safety Committee will be briefed by memorandum regarding this matter on August 27, 2024.
24. 24-2164 Authorize the **(1)** acceptance of a grant from Cities for Financial Empowerment Fund, Inc. (CFE) for Emergency Financial Empowerment in the amount of \$150,000.00 to support municipal engagement to improve the financial stability of low and moderate income households by embedding financial empowerment strategies into local government infrastructure for the period June 1, 2024 through September 30, 2025; **(2)** establishment of appropriations in an amount

not to exceed \$150,000.00 in the Cities for Financial Empowerment Grant Fund; (3) receipt and deposit of funds in an amount not to exceed \$150,000.00 in the Cities for Financial Empowerment Grant Fund; and (4) execution of the award with CFE and all terms, conditions, and documents required by the agreement - Not to exceed \$150,000.00 - Financing: Cities for Financial Empowerment Grant Fund

The Public Safety Committee will be briefed by memorandum regarding this matter on August 27, 2024.

44. 24-2393 Authorize a three-year **Interlocal Agreement** with Southern Methodist University Simmons School of Education and Human Development to provide consulting and technical assistance for the Dallas Police Department Virtual Reality De-escalation Site-Based Initiative Grant Project for the period October 1, 2023 through September 30, 2026 - Not to exceed \$662,301.00 - Financing: BJA FY 23 Virtual Reality De-escalation Site-Based Initiative Fund
The Public Safety Committee will be briefed by memorandum regarding this matter on August 27, 2024.

45. 24-2407 Authorize a five-year purchasing agreement for a Law Enforcement Monitoring Facility product for the Dallas Police Department - Gladiator Forensics, LLC, sole source - Not to exceed \$196,400.00 - Financing: Confiscated Monies-Federal Fund (\$102,000.00) and General Fund (\$94,400.00) (subject to annual appropriations)
The Public Safety Committee will be briefed by memorandum regarding this matter on August 27, 2024.

46. 24-2408 Authorize an Interlocal Agreement with Tarrant County, through The Tarrant County Medical Examiner's Office for the provision of forensic, drug, toxicological, environmental, and physical evidence analysis, and other similar medical/forensic analytical services for the period September 1, 2024 through September 30, 2028 - Estimated amount of \$500,000.00 - Financing: General Fund
The Public Safety Committee will be briefed by memorandum regarding this matter on August 27, 2024.

- PH4. 24-2465 A public hearing to receive comments concerning: (1) the proposed levy of assessment for the Dallas Downtown Improvement District (the "District"), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: (2) authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary)

and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Downtown Dallas, Inc.; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$12,497,758.37 - Financing: Dallas Downtown Improvement District Fund (\$11,478,901.82), General Fund (\$684,361.15), and Convention and Event Services Enterprise Fund (\$334,495.40) (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by a memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by a memorandum regarding this matter on August 23, 2024.](#)

PH5. 24-2466

A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Dallas Tourism Public Improvement District (the "District"), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on Dallas hotels with 100 or more rooms; and at the close of the public hearing, **(2)** authorize an ordinance approving and adopting the proposed and final FY 2024-25 Service Plan, the final FY 2024-25 Assessment Plan and the FY 2024-25 Assessment Roll (to be kept on file with the City Secretary), and FY 2024-25 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the hearing and levying a special assessment on Dallas hotels with 100 or more rooms for services and improvements to be provided during FY 2024-25; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the FY 2024-25 assessment; **(8)** authorizing the receipt and deposit of assessments; **(9)** authorizing the disbursement of assessments and

interest to Dallas Tourism Public Improvement District Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$21,330,581.00 - Financing: Dallas Tourism Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by a memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH6. 24-2467

A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Deep Ellum Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing; **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Deep Ellum Foundation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$1,705,381.00 - Financing: Deep Ellum Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH7. 24-2468 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Klyde Warren Park/Dallas Arts District Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing; **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Woodall Rodgers Park Foundation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$1,951,450.00 - Financing: Klyde Warren Park/Dallas Arts District Public Improvement District Fund (subject to appropriations) (see Fiscal Information)
[The Economic Development Committee was briefed by a memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH8. 24-2469 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Knox Street Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided

in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Knox Street Improvement District Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$630,563.00 - Financing: Knox Street Public Improvement District Fund (subject to appropriations) (see Fiscal Information)
[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH9. 24-2470

A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Lake Highlands Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Lake Highlands Improvement District Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$1,379,153.00 - Financing: Lake Highlands Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH10. 24-2471 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Midtown Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** fixing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to MID Management Corporation; **(10)** authorizing amendments to the District’s adopted 2024 Service Plan in accordance with the Act; **(11)** requiring City staff to file a copy of the amended service plan and notice with the Dallas county clerk; and **(12)** providing for an effective date - Not to exceed actual collections estimated at \$1,650,605.00 - Financing: Midtown Improvement District Fund (subject to appropriations) (see Fiscal Information)
[The Economic Development Committee was briefed by a memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH11. 24-2472 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the North Lake Highlands Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay

Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Lake Highlands Improvement District Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$1,034,623.00 - Financing: North Lake Highlands Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by a memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH12. 24-2474 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Oak Lawn-Hi Line Public Improvement District (the "District"), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Oak Lawn-Hi Line Improvement Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$809,093.00 - Financing:

Financing: Oak Lawn-Hi Line Public Improvement District Fund (subject to appropriations) (see Fiscal Information) (see Fiscal Information)
[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH13. 24-2475 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Prestonwood Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Prestonwood Homeowners Association; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$645,822.00 - Financing: Prestonwood Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

PH14. 24-2476 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the South Side Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and

adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to South Side Quarter Development Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$379,687.00 - Financing: South Side Public Improvement District Fund (subject to appropriations) (see Fiscal Information)

[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

- PH15. 24-2477 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the University Crossing Public Improvement District (the "District"), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to University Crossing

Improvement District Corporation; and **(10)** providing for an effective date - Not to exceed actual collections estimated at \$1,108,946.00 - Financing: University Crossing Public Improvement District Fund (subject to appropriations) (see Fiscal Information)
[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

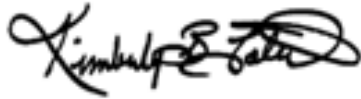
PH16. 24-2478 A public hearing to receive comments concerning: **(1)** the proposed levy of assessment for the Uptown Public Improvement District (the “District”), in accordance with Chapter 372, Texas Local Government Code, for the purpose of providing supplemental public services to be funded by special assessments on property in the District; and, at the close of the public hearing: **(2)** authorize an ordinance approving and adopting the final 2025 Service Plan, the final 2024 Assessment Plan, the 2024 Assessment Roll (to be kept on file with the City Secretary) and 2025 Notice of Obligation to Pay Improvement District Assessment (to be filed with Dallas County); **(3)** establishing classifications for the apportionment of costs and the methods of assessing special assessments for the services and improvements to property in the District; **(4)** closing the public hearing and levying a special assessment on property in the District for services and improvements to be provided in the District during 2025; **(5)** providing for reimbursement of city administrative costs for operational oversight of the District; **(6)** establishing charges and liens against the property in the District and against the owners thereof; **(7)** providing for the collection of the 2024 assessment; **(8)** authorizing the receipt and deposit of assessments from Dallas County; **(9)** authorizing the disbursement of assessments and interest to Uptown Inc.; **(10)** authorizing amendments to the District’s adopted 2024 Service Plan in accordance with the Act; **(11)** requiring City staff to file a copy of the amended service plan and notice with the Dallas county clerk; and **(12)** providing for an effective date - Not to exceed actual collections estimated at \$3,821,031.00 - Financing: Uptown Public Improvement District Fund (subject to appropriations) (see Fiscal Information)
[The Economic Development Committee was briefed by memorandum regarding this matter on August 5, 2024.](#)

[The City Council was briefed by memorandum regarding this matter on August 23, 2024.](#)

DATE August 23, 2024
SUBJECT August 28, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum
PAGE 16 of 16

Please feel free to reach out to me or Vhee Anastacio, City Agenda Manager if you have questions or should you require additional information at this time.

Service First, Now!



Kimberly Bizer Tolbert
City Manager (I)

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Sanitation Refuse & Recycle Collection Route Safety & Efficiency – Delay of Discussed Timeline**

On June 18, 2024, the City Council was briefed on Sanitation Refuse & Recycle Collection Route Safety & Efficiency. The briefing covered concerns associated with alleyway garbage and recycle collection for 38% of residential locations, specifically:

- Safety concerns for route workers
- Routing efficiency
- Increasing costs
- Environmental/CECAP factors
- Ongoing damages to Sanitation equipment, City right-of-way, and private property

Staff recommended that the majority of alleyway collections be phased out over a period of 24 months with implementation of a revised Alley Service Criteria, with the first affected alleyways converted to curbside collection 12 months after implementation of the new criteria. While a timeline was never firmly established, it was suggested that a possible implementation date of the new criteria may be in January 2025, with the first affected alleyways being converted to curbside collection in January 2026.

Since the June briefing, we have heard from many residents about the proposed changes to transition away from alleyway collection service. The City values resident input and is committed to evaluating the feedback we receive as it relates to this initiative. Therefore, in an effort for us to reset and revisit this approach, Interim City Manager Kimberly Bizer Tolbert has asked our Sanitation team to postpone the suggested implementation timeline to allow for further community engagement. Simultaneously, we will leverage this feedback to continue mapping out a comprehensive approach and phased strategy that is equitable and user friendly.

Results of a fee analysis related to alleyway services are still expected in September 2024. Our team will continue to participate in community meetings arranged by councilmembers on this topic, and the follow-up briefing to the City Council originally slated for this fall will be rescheduled to later summer 2025. This extension will allow for a full year of listening sessions to ensure future operational changes are thoroughly communicated across the city. The existing Alley Service Criteria will continue to guide Sanitation staff's decision-making process when addressing significant alleyway hazards and impediments during this time.

DATE August 23, 2024
SUBJECT **Sanitation Refuse & Recycle Collection Route Safety & Efficiency –
Delay of Discussed Timeline**
PAGE **2 of 2**

For additional information, please contact me or Clifton Gillespie, Director of Sanitation, at clifton.gillespie@dallas.gov.

Service First, Now!



Alina Ciocan
Assistant City Manager

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
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Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on Elm Thicket - Northpark Permit Oversights and Violations**

This memorandum serves as an update on the Planning and Development Department's ongoing work to identify and correct potential permitting oversights that occurred in late 2022 and early 2023 in the Elm Thicket - Northpark neighborhood.

PDD has compiled a list of potentially impacted sites in the Elm Thicket – Northpark neighborhood for review. As of today, the list of sites reviewed stands at 169. This includes all properties for which permits were issued after October 2022, all properties identified in 311 requests, and all properties identified by neighborhood referrals. Details on the 169 sites are included below.

Compliant Sites: A total of **134 of the 169** investigated sites comply with the neighborhood zoning standards, do not have an active permit, or have successfully filed correction addendums to come into compliance. A breakdown of these 134 sites is below:

- 36 sites filed compliant site plans that satisfy the PD requirements.
- 6 sites were found to have no permits filed or issued.
- 82 sites applied for permits prior to October 12, 2022, the date the zoning change was approved by Council.
- 10 sites were found to be noncompliant but have since been corrected through site plan addendums.

Noncompliant Sites: A total of **6 of the 169** sites have been found to be noncompliant as outlined below:

- 4 sites were found to have noncompliant site plans but have since filed an addendum to come into compliance. These addendums are under expedited review by PDD.
- 2 permits have been revoked, with appeals pending before the Board of Adjustment. Both appeals are scheduled for September.

Sites Still Under Investigation: A total of **29 of the 169** sites are still under investigation to determine compliance.

The following chart provides a summary of the investigation outcomes to date, and will be updated weekly to reflect ongoing progress:

DATE August 23, 2024
SUBJECT **Update on Elm Thicket-Northpark Permit Oversights and Violations**

Sites Investigated	Sites In Compliance	Violations Outstanding	Addendums Pending	Appeals Pending
169	134	6	4	2

Additionally, PDD has developed a dedicated website ([here](#)) to provide up-to-date information regarding the Elm Thicket-Northpark permit corrections, as well as a Frequently Asked Questions flyer in English and Spanish.

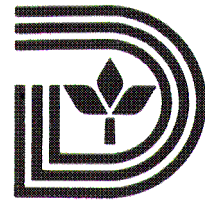
Our team is continuing to work diligently to resolve these issues and ensure compliance with the updated zoning standards. Should you have any questions or concerns, please do not hesitate to contact me or Emily Liu, Director of Planning and Development, yu.liu@dallas.gov.

Service First Now!



Robin Bentley
Assistant City Manager (I)

- c: Kimberly Bizer Tolbert City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
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Donzell Gipson, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors



CITY OF DALLAS

Memorandum

DATE August 9, 2024

TO: The Honorable Mayor and City Councilmembers, City Officials, and City Employees

SUBJECT Political Activities and Advocacy of City Councilmembers, City Officials, and City Employees for an Election Ordered by the City of Dallas for a Measure or Proposition

This memorandum has been prepared in anticipation of the upcoming charter amendment election for voter-initiated measures and city council measures; this memorandum summarizes the applicable rules and regulations governing political activities and advocacy of city councilmembers, city officials, and city employees in an election ordered by the city for a measure or proposition. Some of these rules and regulations apply to all three categories of persons listed above, but some rules specifically apply to a category of persons. Therefore, this memorandum sets forth general information and then divides the three categories of persons for the specific applicable rules.¹

General Information

1. An officer or employee of a political subdivision may not knowingly spend or authorize the spending of public funds for political advertising.²
2. An officer³ or employee of a political subdivision *may not spend or authorize the spending of public funds* for a communication describing a ballot measure in an election ordered by the City of Dallas if the communication contains information that (1) the officer or employee knows is false and (2) is sufficiently substantial and important as to be reasonably likely to influence a voter to vote for or against the measure.⁴
3. A person violating Sections 1 and 2 above,⁵ commits a Class A misdemeanor.⁶

¹ This memorandum explains the requirements of the Texas Election Code and the Dallas Ethics Code but does not provide a “safe harbor” from the requirements of Texas Election Code and is not an ethics advisory opinion under DALLAS CITY CODE § 12-47(d) or TEX. ELEC. CODE § 255.003(e).

² TEX. ELEC. CODE §255.003(a). Subsection (a) does not apply to a communication that factually describes the purposes of a measure if the communication does not advocate passage or defeat of the measure. *Id.* § 225.003(b).

³ *See Officer*, BLACK'S LAW DICTIONARY (11th ed. 2019) (“Officer (14c) - Someone who holds an office of trust, authority, or command. In public affairs, the term refers especially to a person holding public office under a national, state, or local government, and authorized by that government to exercise some specific function.”).

⁴ TEX. ELEC. CODE § 255.003(b-1) (emphasis added).

⁵ *Id.* § 255.003(a), (b-1).

⁶ *Id.* § 255.003(c).

4. Neither the Texas Election Code nor the Texas Ethics Commission (TEC) specifically define public funds; however, the TEC has issued opinions concluding that the use of public funds means any use of a political subdivision's resources, including, but not limited to, public facilities, employees' work time, internal email system and other equipment, including printers and city phones, as well as the city's logo.⁷
5. "Political advertising" means:
 - (a) a communication supporting or opposing a candidate for nomination or election to a public office or office of a political party, a political party, or a public officer, that: (A) in return for consideration, is published in a newspaper, magazine, or other periodical or is broadcast by radio or television; or (B) appears: (i) in a pamphlet, circular, flier, billboard or other sign, bumper sticker, or similar form of written communication; or (ii) on an Internet website;⁸ and
 - (b) a communication that advocates passage or defeat of a measure, and that: (A) in return for consideration, is published in a newspaper, magazine, or other periodical or is broadcast by radio or television; or (B) appears in a pamphlet, circular, flier, billboard or other sign, bumper sticker, or similar form of written communication.⁹

For more information, consult the *Guide to the Prohibition Against Using Political Subdivision Resources for Political Advertising in Connection with an Election* (attached).

City Councilmembers

1. A city councilmember is not prohibited from lending their name and official city title/office held in connection with any election ordered by the City of Dallas on a proposition or measure or any election for public office.¹⁰
2. A city councilmember may not, directly or indirectly, induce or attempt to induce any city subordinate to:
 - a. participate in an election campaign;
 - b. contribute to a political committee;
 - c. engage in any other political activity related to an issue; or
 - d. refrain from engaging in any lawful political activity.

A general statement merely encouraging another person to vote is allowed.¹¹

⁷ See TEX. ETHICS COMM'N OP. NO. 45 (1992); TEX. ETHICS COMM'N OP. NO.443 (2002); TEX. ETHICS COMM'N OP. NO. 532 (2015).

⁸ TEX. ELEC. CODE § 251.001(16).

⁹ *A Short Guide to the Prohibition Against Using Political Subdivision Resources for Political Advertising in Connection with an Election*, TEX. ETHICS COMM'N (Oct. 12, 2017), https://www.ethics.state.tx.us/resources/advertising/Bsub_adv.php.

¹⁰ DALLAS CITY CODE § 12A-21(a)(1)(B) & (C).

¹¹ *Id.* § 12A-21(c).

3. A city councilmember shall not directly or indirectly accept anything of value for political activity relating to an item pending on the ballot of an election ordered by the City of Dallas, if the city councilmember participated in, or provided advice relating to, the exercise of discretionary authority by a city body that contributed to the development of the ballot item. “Anything of value” does not include a meal or other item of nominal value the city councilmember receives in return for providing information on an item pending on the ballot.¹²
4. Political advertising.
 - a. A city councilmember may not knowingly spend or authorize the spending of public funds (including public resources) for political advertising.¹³
 - b. A city councilmember may not use the city’s internal mail system for the distribution of political advertising.¹⁴

City Officials

1. A “city official” includes:
 - a. city council members;
 - b. municipal judges;
 - c. the city manager, the chief of staff, assistant city managers, and chiefs;
 - d. the city auditor and first assistant city auditor;
 - e. the city attorney, first assistant city attorney, and inspector general;
 - f. the city secretary and first assistant city secretary;
 - g. all department directors and their supervisors;
 - h. members of city boards and commissions;
 - i. members appointed by the city council to boards of entities not created by the city council;
 - j. the chief financial officer; and
 - k. for purposes of Chapter 12A only, a volunteer on committees or task forces formed by boards or commissions.¹⁵
2. A city official (who is a city official only because that person is an appointed member of a board, commission, or body) shall not use the prestige of their position with the city on behalf of a political committee.¹⁶ A city official (who is a city official only because that person is an appointed member of a board, commission, or body) may, however, lend their name so long as the office held with the city is not mentioned in connection with the endorsement.¹⁷

¹² *Id.* § 12A-21(d).

¹³ TEX. ELEC. CODE § 255.003(a).

¹⁴ *Id.* § 255.0031(a).

¹⁵ DALLAS CITY CODE § 12A-2(22).

¹⁶ *Id.* § 12A-21(a)(1).

¹⁷ *Id.* § 12A-21(a)(1)(A).

3. A city official may not solicit or receive contributions for a political committee.¹⁸ A city official may serve on a steering committee to plan a program of solicitation. The city official’s name may be listed, without reference to the city official’s title, when the committee as a whole is listed.¹⁹
4. A city official may not, directly or indirectly, induce or attempt to induce any city subordinate to:
 - a. participate in an election campaign;
 - b. contribute to a political committee;
 - c. engage in any other political activity related to a particular issue; or
 - d. refrain from engaging in any lawful political activity.

A general statement merely encouraging another person to vote is allowed.²⁰

5. A city official shall not directly or indirectly accept anything of value for political activity relating to an item pending on the ballot of an election ordered by the City of Dallas, if the city official participated in, or provided advice relating to, the exercise of discretionary authority by a city body that contributed to the development of the ballot item. “Anything of value” does not include a meal or other item of nominal value the city official receives in return for providing information on an item pending on the ballot.²¹
6. A city official may display campaign bumper stickers on their personal vehicle but may not display campaign bumper stickers on a city vehicle. A city official must remove campaign bumper stickers from a city vehicle that is under the city official’s control.²²
7. A city official may not use city facilities, personnel, equipment, or supplies for private purposes, including political purposes, except pursuant to city policies or to the extent and according to the terms that those city resources are available to the public.²³
8. Political advertising.
 - a. A city official may not knowingly spend or authorize the spending of public funds (including public resources) for political advertising.²⁴
 - b. A city official *may not spend or authorize the spending of public funds* for a communication describing a measure in an election ordered by the City of Dallas if the communication contains information that (1) the city official knows is false and (2) is sufficiently substantial and important as to be reasonably likely to influence a voter to vote for or against the measure.²⁵

¹⁸ *Id.* § 12A-21(a)(3).

¹⁹ *Id.*

²⁰ *Id.* § 12A-21(c).

²¹ *Id.* § 12A-21(d).

²² *Id.* § 12A-21(e).

²³ *Id.* §§ 12A-20 & 12A-21(h).

²⁴ TEX. ELEC. CODE § 255.003(a).

²⁵ *Id.* § 255.003(b-1).

- c. A city official may not use the city's internal mail system for the distribution of political advertising.²⁶

City Employees

1. A city employee includes any person listed on the City of Dallas payroll as an employee, whether part-time, full-time, permanent, or temporary.²⁷
2. A city employee may not use the prestige of their position with the city on behalf of any political committee.²⁸
3. A city employee may not, directly or indirectly, induce or attempt to induce any city subordinate to:
 - a. participate in an election campaign;
 - b. contribute to a political committee;
 - c. engage in any other political activity related to a particular party, candidate, or issue; or
 - d. refrain from engaging in any lawful political activity.

A general statement merely encouraging another person to vote is allowed.²⁹

4. A city employee may display campaign bumper stickers on their personal vehicle but may not display campaign bumper stickers on a city vehicle. A city employee must remove campaign bumper stickers from a city vehicle that is under the city employee's control.³⁰
5. A city employee may not use city facilities, personnel, equipment, or supplies for private purposes, including political purposes, except pursuant to city policies or to the extent and according to the terms that those city resources are available to the public.³¹
6. A city employee may not wear city council campaign buttons or distribute campaign literature while at work, in a city uniform, or in a City of Dallas building.³²
7. Political advertising.
 - a. A city employee may not knowingly spend or authorize the spending of public funds (or public resources) for political advertising.³³

²⁶ *Id.* § 255.0031(a).

²⁷ DALLAS CITY CODE § 12A-2(16).

²⁸ *Id.* § 12A-21(f).

²⁹ *Id.* § 12A-21(c).

³⁰ *Id.* § 12A-21(e).

³¹ *Id.* §§ 12A-20 & 21(h).

³² DALLAS CITY CODE § 12A-10(g); DALLAS CITY CHARTER Ch. XVI § 16(b)(4).

³³ TEX. ELEC. CODE § 255.003(a).

- b. A city employee may not use the city’s internal mail system for the distribution of political advertising.³⁴
 - c. A city employee shall not directly or indirectly accept anything of value for political activity relating to an item pending on a ballot in an election ordered by the City of Dallas, if the city employee participated in, or provided advice relating to, the exercise of discretionary authority by a city body that contributed to the development of the ballot item. “Anything of value” does not include a meal or other item of nominal value the city employee receives in return for providing information on an item pending on the ballot.³⁵
8. A city employee *may not spend or authorize the spending of public funds* for a communication describing a measure in an election ordered by the City of Dallas if the communication contains information that (1) the city employee knows is false and (2) is sufficiently substantial and important as to be reasonably likely to influence a voter to vote for or against the measure.³⁶

Discussion of Matters Before Calling the Election

The Texas Election Code prohibits the use of public resources to advocate passage or failure of a ballot measure.³⁷ However, the Election Code does not specifically state when this prohibition applies. The TEC has recognized that this prohibition does not apply when city council members discuss whether to place an issue before the voters.³⁸ In TEC Advisory Opinion No. 456, the TEC determined that Section 255.003 was not “intended to inhibit discussion of matters pending before a governmental body. When a city council holds a meeting to discuss whether to place an issue before the voters, council members and members of the public are likely to voice opinions about the issues.”³⁹ The TEC went on to say that the Election Code would not prohibit broadcasting such discussions if broadcasting is the customary practice of the city since the resource was not used “for” political advertising and broadcasting a statement in support or opposition to a ballot measure was incidental.⁴⁰

While the TEC opinion indicates that the governing body may allow discussion of the issues when debating whether to place the items before the voters, the Election Code and numerous TEC Advisory Opinions (cited earlier in this memo) make it clear that other uses of a public facility or publicly-funded newsletter sent through the city’s email, are impermissible uses of public resources.⁴¹ Further examples of impermissible use of public resources include the use of a city letterhead, internal email system, city-contracted video production, and even a government owned vehicle for transportation to events for political advertising.⁴² And, because the Election Code is

³⁴ *Id.* § 255.0031(a).

³⁵ DALLAS CITY CODE § 12A-21(d).

³⁶ TEX. ELEC. CODE § 255.003(b-1).

³⁷ *Id.*

³⁸ TEX. ETHICS COMM’N OP. No 456 (2004).

³⁹ *Id.*

⁴⁰ *Id.*

⁴¹ TEX. ETHICS COMM’N OP. No. 550 (2019). *See also* TEX. ETHICS COMM’N OP. No. 456 (2004); TEX. ETHICS COMM’N OP. No. 556 (2020).

⁴² TEX. ETHICS COMM’N OP. No. 550 (2019).

silent as to *when* use of public resources to advocate on behalf of a measure, or a potential measure, are impermissible, our office cautions against any use of public resources at any time to advocate on behalf of or in opposition to an item that could become a measure on an upcoming ballot.

Please distribute this memorandum as you deem necessary or appropriate.

/s/ Tammy L. Palomino

TAMMY L. PALOMINO
City Attorney

Attachment: Guide to the Prohibition Against Using Political Subdivision Resources for Political Advertising in Connection with an Election (Texas Ethics Commission)

c: Kimberly Bizer Tolbert, City Manager (I)
Bertram Vandenberg, Chief of General Counsel
Bart Bevers, Inspector General
Baron Eliason, Chief Integrity Officer

A Short Guide to the Prohibition Against Using Political Subdivision Resources For Political Advertising In Connection With An Election

No matter how enthusiastic you are about an election, it is important to remember that the Texas Election Code prohibits the use of political subdivision resources to produce or distribute political advertising in connection with an election. Section 255.003 of the Election Code provides as follows:

- An officer or employee of a political subdivision may not spend or authorize the spending of public funds for political advertising.
- This section does not apply to a communication that factually describes the purposes of a measure if the communication does not advocate passage or defeat of the measure.
- A person who violates this section commits an offense. An offense under this section is a Class A misdemeanor.

New legislation effective September 1, 2009, further clarifies that an officer or employee of a political subdivision may not spend or authorize the spending of public funds for a communication describing a measure if the communication contains information that:

- (1) the officer or employee knows is false; and
- (2) is sufficiently substantial and important as to be reasonably likely to influence a voter for or against the measure.

To understand the practical significance of this prohibition, it is useful to look at some of the specific words and phrases used in the law.

“**Political advertising**” means

- (1) a communication supporting or opposing a candidate for nomination or election to a public office or office of a political party, a political party, a public officer, that: (A) in return for consideration, is published in a newspaper, magazine, or other periodical or is broadcast by radio or television; or (B) appears: (i) in a pamphlet, circular, flier, billboard or other sign, bumper sticker, or similar form of written communication; or (ii) on an Internet website; and
- (2) a communication that advocates passage or defeat of a measure, and that: (A) in return for consideration, is published in a newspaper, magazine, or other periodical or is broadcast by radio or television; or (B) appears: (i) in a pamphlet, circular, flier, billboard or other sign, bumper sticker, or similar form of written communication; or (ii) on an Internet website.

Newsletter of Public Officer of a Political Subdivision. The Ethics Commission adopted a rule providing guidelines for when a newsletter of a public officer of a political subdivision is not political advertising. Texas Ethics Commission Rule 26.2 provides as follows:

For purposes of section 255.003 of the Election Code, a newsletter of a public officer of a political subdivision is not political advertising if:

- (1) It includes no more than two pictures of a public officer per page and if the total amount of area covered by the pictures is no more than 20 percent of the page on which the pictures appear;
- (2) It includes no more than eight personally phrased references (such as the public officer’s name, “I”, “me”, “the city council member”) on a page that is 8 ½” x 11” or larger, with a reasonable reduction in the number of such personally phrased references in pages smaller than 8 ½” x 11”; and
- (3) When viewed as a whole and in the proper context:

- (A) is informational rather than self-promotional;
- (B) does not advocate passage or defeat of a measure; and
- (C) does not support or oppose a candidate for nomination or election to a public office or office of political party, a political party, or a public officer.

The prohibition applies to any “**officer or employee of a political subdivision.**” In other words, if an officer or employee of a political subdivision makes a decision to use political subdivision resources in violation of the prohibition, the employee could be fined by the Ethics Commission or held criminally liable. School board members, as “officers” of a school district, are also subject to the prohibition.

★ The prohibition applies to “**spending or authorizing the spending of public funds**” for political advertising. Not only does this mean that the political subdivision may not purchase or authorize the purchase of new materials for use in creating political advertising, it also means that a political subdivision would violate the prohibition by using existing paper and machinery to generate, display, or distribute political advertising.

Also, it is not permissible to use or authorize the use of the paid time of an employee of a political subdivision to create or distribute political advertising.

★ The prohibition does not apply to “**a communication that factually describes the purposes**” of a measure election. In other words, it is permissible to use the resources of a political subdivision to produce explanatory material about what is at stake in a measure election. However, the communication may not contain information that an officer or employee of a political subdivision knows is false. The information must not be sufficiently substantial and important, such that it would be reasonably likely to influence a voter to vote a certain way.

Violations of the law often occur because someone finds it irresistible to wrap up a factual explanation with a motivational slogan such as:

IT PAYS TO INVEST IN THE FUTURE.

or

IT'S TIME TO MOVE AHEAD.

Another common misstep is to include "calls to action" such as:

LET'S BUILD A BETTER CITY.

or

SHOW THAT YOU CARE ABOUT OUR FUTURE.

Remember: No matter how much factual information about the purposes of a measure election is in a communication, *any amount* of advocacy is impermissible.

★ A violation of the prohibition is a **Class A misdemeanor**. This means that a violation could lead to criminal prosecution. Also, the Ethics Commission has authority to impose fines for violations of section 255.003.

Another provision of the Texas Election Code prohibits an officer or employee of a political subdivision from using or authorizing the use of an internal mail system to distribute political advertising. An internal mail system is a system operated by a political subdivision to deliver written documents to its officers or employees. A violation of this prohibition could also lead to the imposition of fines by the Ethics Commission or to criminal prosecution.

Although you may not use political subdivision resources for political advertising, you are free to campaign for or against a proposition on your own time and with your own resources. If you do plan to become involved in a campaign, you should educate yourself about filing requirements and about the rules regarding disclosures on political advertising.

Information is available from the Texas Ethics Commission by phone at (512) 463-5800 or on the Ethics Commission's web site at <https://www.ethics.state.tx.us>.

A Short Guide to the Prohibition Against Using Political Subdivision Resources For Political Advertising In Connection With An Election



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Revised October 13, 2017

Memorandum



CITY OF DALLAS

DATE August 21, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2024-25 Budget – Remaining Timeline and Amendment Process**

Thank you for your ongoing engagement and support in the FY 2024-25 budget development process. The remaining timeline and information about the amendment process is provided below.

Remaining Timeline

Date	Action
August 30	City Council Member proposed amendments if any due to the City Manager and Chief Financial Officer by 10:00 a.m.
August 30	Distribute proposed amendments received August 30 at 10:00 a.m. after 5:00 p.m.
September 4	Budget Workshop: Consider Amendments (straw votes anticipated), Adopt budget on First Reading
September 7	Advertise tax rate notice and budget appropriation ordinance
September 18	Hold tax rate public hearing, Adopt tax rate and budget on Final Reading, Approve other budget-related agenda items
October 1	Fiscal year begins

Budget Amendment Process

At this point in the budget development process, City Council Members are invited to submit their amendments if any, to the City Manager’s proposed budget for FY 2024-25. City Council Member proposed amendments should be balanced with a specific source of funds identified to cover the full amount of the desired use of funds. Although the City Council will only adopt the FY 2024-25 budget on September 18, we ask that if you submit amendments that they are sustainable over both years of the biennial. Amendments are balanced when an on-going source of funds is identified to offset an on-going use of funds, or if a one-time source of funds is identified it should only be used to offset a one-time use of funds.

Similar to prior years, we will work with each City Council Member and, as needed, suggest an alternative source of funds that may have less service impact. Please use this [form](#) to submit proposed amendments.

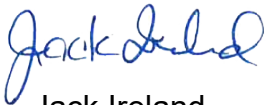
DATE August 21, 2024
SUBJECT **FY 2024-25 Budget – Remaining Timeline and Amendment Process**
PAGE **#2 of #2**

If you are co-sponsoring an amendment with one or more of your colleagues, the amendment should only be submitted once – by one member of the City Council. Please do not submit duplicate copies of the same amendment.

As you can see in the above timeline, we request that all City Council Member proposed amendments be submitted to the City Manager and Chief Financial Officer by 10:00 a.m. on Friday, August 30. This will allow staff time to conduct a technical review of amendments, work with each City Council Member as needed, and distribute balanced amendments received to all members of the City Council on Friday, August 30 after 5:00 p.m.

Historically, we package and number the amendments based on the order in which we receive them. It is the discretion of the presiding officer to determine the order in which the City Council will discuss the amendments. While this memo outlines the steps to submit amendments in advance of the meeting scheduled for September 4, City Council Members may offer floor amendments up to and including the day of final budget adoption on September 18.

If you have any questions or need assistance preparing an amendment, please contact me or Janette Weedon, Director of Budget & Management Services.



Jack Ireland
Chief Financial Officer

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Responses to Questions Regarding the Interim City Manager's Recommended Biennial Budget for FY 2024-25 & FY 2025-26 (First Set)**

We were pleased to share the City Manager's FY 2024-25 & FY 2025-26 Recommended Biennial Budget on Tuesday, August 13. Below are responses to unanswered questions.

1. Once we commit to having no unpaved streets in Dallas, will there be an opportunity to look at street repair/improvement of highly used downtown streets?

The goal is to reconstruct all unimproved streets to concrete curb and gutter, with sidewalks and subsurface storm drain lines. The opportunity exists for all candidates in this category, provided they have sufficient existing right-of-way (otherwise, property acquisition would be necessary). In the FY 2023-24 workplan, the Public Works Department programmed and completed various street repairs from preservation to street resurfacing in the Central Business District. If there are areas of interest for specific streets downtown, Transportation & Public Works staff will follow up with an assessment and potential action plan.

2. Will there be an increase in Inspectors/Code Enforcement Officers to focus on historic/conservation districts?

Code Compliance does not currently have any direct plans for increasing staffing in these areas. Currently, Code Compliance supports Planning and Development (PDV) by staffing one dedicated Code Officer for Historic Districts. Conservation District violations are enforced directly by Planning and Development.

3. Provide a breakdown of how revenue from the new \$3 Environmental Clean-up Fee will be allocated to the various programs.

Please see breakdown below.

Department	FY 2024-25 Budget
Sanitation Services	\$3.5 million
Homeless Solutions	\$1.0 million
Transportation & Public Works	\$6.0 million
Total	\$10.5 million

4. What does the \$3 Environmental Clean-up Fee seek to accomplish?

The City of Dallas will use the revenue from the fee for the following services: severe storm reserve, zero waste, household hazardous waste, illegal dumping on public right-of-way, homeless encampment cleanup, and litter and mowing nuisance abatement on public right-of-way.

5. Provide a “People’s Chart” that includes annual utility bills using the same median home value in both years.

The median residential value in FY 2024-25 is \$381,545. This value is used in the comparison provided in the chart below. The comparison assumes the property has a 20% homestead exemption, but no over-65/disabled exemption. The property tax rate is 73.57¢ per \$100 valuation in FY 2023-24 and is reduced to 70.47¢ per \$100 valuation in FY 2024-25. In addition to the City portion of a property tax bill, the chart also includes Dallas Water Utilities, Storm Drainage Management, Sanitation Services, and the new Environmental Clean-up Fee. Please see the requested chart below for the year-to-year comparison.

People's Chart Using FY 2024-25 Median Home Value of \$381,545 resulting in an Assessed Value of \$305,236	FY 2023-24 Adopted Budget Non-Seniors	FY 2024-25 Proposed Budget Non-Seniors	Difference
Tax Rate	73.57	70.47	(3.10)
Dallas Water Utilities typical monthly bill	71.33	72.32	0.99
DWU Annual Cost	\$ 855.96	\$ 867.84	\$ 11.88
Storm Drainage Mgmt typical monthly bill	9.68	10.16	0.48
SDM Annual Cost	\$ 116.16	\$ 121.92	\$ 5.76
Sanitation Services typical monthly bill	37.98	39.73	1.75
SAN Annual Cost	\$ 455.76	\$ 476.76	\$ 21.00
Environmental Clean-up Fee monthly bill	-	3.00	3.00
Environmental Clean-up Fee Annual Cost*	\$ -	\$ 36.00	\$ 36.00
Property Tax Bill Total (City of Dallas	\$ 2,245.62	\$ 2,151.04	\$ (94.58)
Total Annual Bill	3,673.50	3,653.56	(19.94)

*Represents a new fee in FY 2024-25

6. Provide additional information regarding the Aviation Department (AVI):

- Top FY 2024-25 anticipated revenues for Aviation/Love Field Airport: The anticipated revenue for airlines is \$107 million, Parking is \$44 million, and Concession is \$39 million.
- FY 2024-25 enplanement forecast: 9.9 million
- FY 2023-24 Adopted Budget compared to FY 2024-25 Proposed Budget –
 - AVI budget will increase by \$23.8 million. Significant investments include:
 - Acquisition of 20 new vehicles \$1.6 million
 - Renovation of the baggage handling system including upgrades to servers, communication modules, operator workstations, network switches, and other essential equipment \$12.7 million
 - Increased capital construction transfer \$11.1 million

7. Provide additional information regarding Convention and Event Services (CCT):

- Three primary revenue sources that fund CCT - In FY 2024-25, the three key revenue sources are:
 - Hotel Occupancy Tax collections at \$83.5 million
 - Event Revenues at \$40.0 million
 - Alcohol Beverage Tax collections at \$18.5 million
- FY 2023-24 Adopted Budget compared to FY 2024-25 Proposed Budget – FY 2024-25 budget to equal the FY 2023-24 adopted budget at \$137 million
- Capital Budget Highlights - The proposed Capital budget is \$69.6 million which will primarily be used for Kay Bailey Hutchinson Convention Center Dallas (KBHCCD) Master Plan activities.

8. Elaborate on veterinarian services such as spay/neuter funding for Dallas Animal Services (DAS) and after-hours vet care and proposed reductions for this program.

In FY 2023-24, DAS had a goal of 2,000 spay/neuter surgeries and budgeted resources of \$250,000 for these surgeries. Year to date expenditures total \$118,180 for 1,443 completed surgeries, utilizing services from the Spay Neuter Network, Operation Kindness, and the Texas Coalition for Animal Protection. DAS anticipates meeting the goal of 2,000 surgeries by September 30 without expending the full \$250,000. Due to this, DAS has proposed to true up FY 2024-25 funding to align better with the current year forecast and reduce the spay/neuter budget from \$250,000 to \$182,500 (a reduction of \$67,500). The spay/neuter program remains unchanged, and DAS will continue to strive to meet the goal of 2,000 surgeries per year.

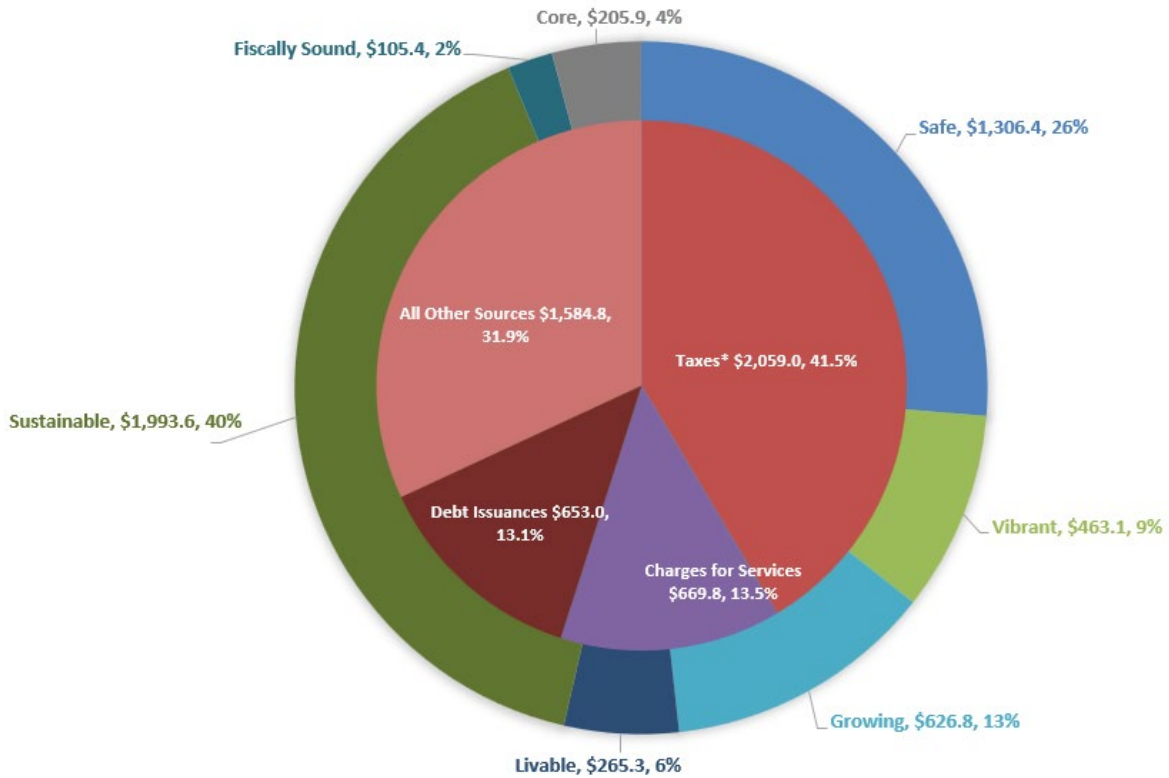
DATE August 23, 2024

SUBJECT **Responses to Questions Regarding the City Manager’s Recommended Biennial Budget for FY 2024-25 & FY 2025-26 (First Set)**

PAGE **4**

9. Provide a pie chart of total budget (all funds) with revenue in the center, expenses on the outside.

Please see chart below (in millions).



*Taxes include Property Tax, Sales and Use Tax, Hotel Occupancy Tax, and Alcohol and Beverage Tax.

10. Provide a graph depicting funds needed for zero street degradation compared to actual and budgeted spend.

This graph can be prepared by the City’s consultant in the coming months, subject to various assumptions that need to be articulated to run the models. However, the [Infrastructure Management Plan](#) provides a number of different scenarios and analyses, including information on achieving zero degradation beginning on page 12 of the Infrastructure Management Plan.

11. Why are we cutting the new bike engineer position and reducing bike funds from \$2.5 million to \$2.0 million?

The decision to streamline the new bike engineer position and adjust bike funding from \$2.5 million to \$2.0 million is part of a broader effort to optimize resources while expanding bike infrastructure. On August 14, 2024, the City Council approved two on-call engineering contracts to accelerate bike lane and shared-use path projects. By leveraging existing staff, we can ensure a comprehensive approach to bike lane development.

The bike lane funds are part of a multi-year funding strategy. This means that any unspent funds from the current fiscal year will roll over into the next, ensuring that resources are continuously available as projects progress. As the bike plan update is still in progress and set for completion by the end of 2024, there are sufficient funds available to support upcoming projects. Additionally, integrating bike lanes into larger capital projects allows us to use other funding sources, maximizing every dollar spent.

12. Provide additional information regarding Bike Plan initiatives and staffing.

Bike Lane Funding: The FY 2024-25 Budget shows \$2 million for Bike Plan projects. In addition, the City received \$2.2 million from DART’s excess sales tax funds that is dedicated to bike lane projects in the coming year and for the purchase of a bike lane sweeper (\$200K). As such, total available bike lane project funding for FY 2024-25 is \$4 million, a 60% increase from the \$2.5 million in the FY 2023-24 budget.

Leveraging Funding: Bike Lane projects are also being implemented through street reconstruction projects, allowing us to leverage funding to expand our bike network. Some current projects include Riverfront Blvd, Pemberton Hill, and CBD/ Fair Park link. Future projects include projects like Columbia-Main, Harwood, and Chalk Hill.

Safety: The City has enhanced safety for our cyclists with the installation of the first bike lanes traffic signal at Gaston/Abrams intersection and the implementation of green pavement markings at some intersection locations such as Richmond Ave at Skillman St.

Project Delivery and Staffing: On August 14, 2024, the City Council approved two on-call engineering contracts totaling \$900,000 for the design of bike lanes and shared use paths, which will allow for faster mobilization and delivery of projects than would be achieved through a single engineer position.

13. What would be the process of instituting a new fee for individuals who maintain vacant lots?

The Dallas City Council has endorsed a vacant lot/property registration program under Chapter 48B of the Dallas City Code to enhance compliance with health and safety standards and mitigate urban blight and crime. This program applies to all vacant properties outside the central business district and includes:

- Tier I – Voluntary: No fee for initial registration to encourage prompt compliance.
- Tier II – Basic: A \$124 fee for properties with 1-2 maintenance violations within six months.
- Tier III – Problem Property: A \$196 registration fee plus a \$219 monitoring fee for properties with three or more violations within the same period.

Implementation and Software: The program features an online registration and payment system, developed in partnership with a software vendor, currently in its final testing phase.

Current Enforcement: Vacant private properties are already regulated through code enforcement processes, including notices of violation, citations, and abatements that can lead to liens for cost recovery.

Code Compliance Services (CCS) is considering introducing a blighted property fee, similar to successful implementations in cities like Atlanta, to incentivize the maintenance or redevelopment of underused properties. This would involve a legal assessment to verify authority and a feasibility study to evaluate potential impacts and gather stakeholder feedback.

14. Provide more information about the \$670,000 expenditure in FY 2025-26 for AI enhanced camera systems.

The cameras will be mounted on vehicles and will automatically capture, label, and categorize violations in a database for easy access and reporting. Using AI technology, the camera can detect over 100 violations including tall weeds, roof damage, graffiti, illegal dumping, homeless encampments, potholes, vacant and open structures, and junk motor vehicles. This technology enhancement will be a force multiplier for Code Compliance Services (CCS). It will aid the CCS inspectors by providing data for strategic enforcement, the CCS Marketing and Outreach team to better organize volunteer clean-up efforts, and the CCS Nuisance Abatement team by supplying data for targeted illegal dumping and graffiti abatement. The technology may also have some positive uses for partner departments in identifying homeless encampments, potholes, and bulky trash.

15. What is the procedural process for bringing up the short-term rental ordinance again, based on the fiscal concerns with the current ordinance?

There are two aspects related to short-term rental ordinances.

The first aspect is related to zoning under the Dallas City Code Chapter 51A. A public hearing will need to be authorized if there is a desire to amend Chapter 51A. Under Section 51A-4.701, a public hearing to amend the short-term rental zoning regulations may be authorized by City Council or the City Plan Commission.

The process for requesting a public hearing at the City Council level may be initiated through:

- A five-signature memo under City Council Rules of Procedure Section 6.2,
- A written request from three Committee Members to place an item on a City Council Committee Agenda under City Council Rules of Procedure Section 9.6,
- A Committee Chair placing an item directly on a City Council Committee agenda under City Council Rules of Procedure Section 9.6, or
- The Mayor placing an item directly on the City Council agenda under City Council Rules of Procedure Section 6.1.

The City Plan Commission may initiate a request for a public hearing through a written request from three members under City Plan Commission Rules of Procedure Section 5(b)(1).

Under either scenario, Section 51A-4.701 requires the City to provide notice of the public hearing to consider authorizing a public hearing to amend Chapter 51A and either City Council or the City Plan Commission, as appropriate, to vote to authorize the public hearing following the public hearing to consider authorizing a public hearing to amend Chapter 51A.

The second aspect is the regulations for short-term rental operations and hosting platforms under Dallas City Code Chapter 42B. No public hearing is required to amend Chapter 42B. City Council may amend Chapter 42B at any time by initiating a code amendment through one of the four processes detailed above, however, the regulations in Chapters 42B and 51A were designed to work together, so the City will likely want to consider any amendments to Chapters 42B and 51A at the same time.

16. Provide 5-year forecast for HOT revenues contributed to the Office of Arts and Culture.

Please see the table below.

Fiscal year	Amount	Allocation %
FY 2023-24	\$8,068,365	10.0%
FY 2024-25	\$10,437,500	12.5%
FY 2025-26 *	\$10,625,000	12.5%
FY 2026-27 **	\$11,498,427	13.0%
FY 2027-28 **	\$12,336,759	13.5%
FY 2028-29 **	\$14,495,857	15.0%

*Amounts subject to change based on reforecasting of FIFA revenues.
 **Based on current Tourism Economic Data.

17. Why are Street Name Change Fees provided at no cost, but we charge for Ceremonial Street Signs and Neighborhood Sign Toppers?

Charges for both Street Name Changes and Ceremonial Street Names are authorized by City Council Ordinance 31040. When the request is submitted by a City Council member, the City absorbs the cost. When the request is submitted by a resident, the resident must pay the cost. Most street renaming changes for the City are submitted by the City Council members rather than residents.

18. Explain Surplus Property fees (undevelopable and developable). What are these for, who pays for them, and why are they so high? (Revenue/Fees slide 88-89)

The Surplus Property fee is an interdepartmental fee to cover staff costs for processing the transaction. Pursuant to the authorizing resolution for each transaction, Real Estate shall be reimbursed for their administrative costs which shall be disbursed from the sale proceeds. Any remaining proceeds shall be transferred to the General Capital Reserve (GCR) Fund or the appropriate Enterprise Fund.

19. Please prioritize DAS maintenance, focusing on the HVAC system and adding parking spaces. The shelter, built in 2006 and not included in the bond package, urgently needs AC/HVAC upgrades. Unlike other facilities, DAS staff can’t leave due to the animals they care for, making these improvements critical. We also request city assistance in expanding the parking lot.

Citywide facilities maintenance funding is allocated based on the urgency of anticipated critical failures, emergency repairs, abatement needs, operational overages, and other essential requirements. For emergency HVAC repairs at DAS facilities, priority is given, and large-scale temporary equipment is promptly deployed to ensure supplemental cooling in case of permanent infrastructure failure.

Recognizing that animals cannot be relocated, DAS facilities are treated with the highest priority. However, addressing parking concerns falls outside the scope of Facility & Real Estate Management’s capabilities. Although a bond program request was made for additional land to build a larger DAS facility, it was not approved by the City Council.

20. Provide an overview of the newly streamlined workflows as part of the Planning and Development reorganization.

The Planning & Development Department has implemented the following changes to enhance efficiency, reduce bottlenecks, and ensure that our procedures remain effective and practical:

A. Q-Team

1. Merge the two Q-Teams: There are currently two Q-Teams that have different submittal requirements based on square footage and project scope of work. The new process will consolidate Q-Team 2 with the main Q-Team to ensure all projects are submitted through a single team. This will eliminate redundancy and promote a more unified approach to commercial project management.
2. Remove Minimum Square Footage Requirements: The current process requires that projects have a minimum of 10,000 square feet to be eligible to utilize the Q-Team process. The new process will eliminate the minimum square footage requirement to allow any commercial project, regardless of size, to be submitted to the Q-Team. This change will enable a broader range of projects to benefit from the Q-Team review process.
3. Adjust Engineering Approval Requirements: The current process requires that proposers have full engineering approval and an Early Release to submit to the Q-Team. The new process will mandate that only one round of engineering review be completed. This will expedite the submission process without compromising project quality.

4. **Modify Same-Day Approval Requirement:** The current process disqualifies applicants unless the Q-Team review can accomplish same-day permit approval. The new process will make same-day approval optional for those who qualify for it, allowing for greater flexibility and reducing unnecessary pressure on the approval process.

B. Commercial Permitting

The Planning and Development Department is implementing a system to streamline the permitting process by canceling permit applications that have been inactive for 180 days or longer. Effective Sunday, September 1, we will begin canceling permit applications in both Posse and Project Dox where no submittals or resubmittals have been received. A notification has already been sent to the public, informing them of this initiative and providing time to resubmit any required information for final review and approval before the action take effect on September 1.

As of August 14, 2024, the City of Dallas Permitting Commercial Dashboard reflected 318 median issued days for permits. This figure includes the time with both the applicant and City staff. Of these 318 median issued days, 178 days represent the time with City staff only. Recognizing that continuous improvement of our commercial permitting system is a priority, we will evaluate in more detail the factors in the review process that are contributing to this number and identify areas where permit delays are most significant. Once identified, we will assess these areas to implement potential measures that can streamline the permitting process and enhance efficiency.

C. Rezoning

Efforts to streamline the rezoning process include digitization and technology updates. Restructuring of the department will create a unified zoning team which will ensure coordination and alignment for a more efficient process from rezoning to permitting. In the first phase we are looking at an improved pre-application phase so that we can provide predictability of our applicants.

As a result of the merger of the two previous departments, executive positions funded by the General Fund decreased from 3.00 to 2.26 FTEs.

Executive Positions Associated with General Fund Before Merger		
Executive Positions	General Fund	Enterprise Fund
Director of Planning & Urban Design	100%	0%
Assistant Director of Planning & Urban Design	100%	0%
Assistant Director-Urban Design & Preservation	100%	0%
Full Time Equivalent	3.0 FTEs	

Executive Positions Associated with General Fund After Merger		
Executive Positions	General Fund	Enterprise Fund
Director of Planning and Development	25%	75%
Deputy Director of Planning and Development	66%	34%
Assistant Director-Urban Design & Preservation	100%	0%
Assistant Director-Zoning	10%	90%
Assistant Director-Team Excellence	25%	75%
Full Time Equivalent	2.26 FTEs	

21. Provide a consolidated list of position deletions by department.

Please see the appendix that notes the net position changes for the FY 2024-25 Proposed Budget. For the FY 2024-25 Proposed Budget there is a net reduction of 533 positions across all operating funds. There are 8 additional position reductions in grant funds for a total of 541 positions being reduced.

Please note that vacant positions have been repurposed and reallocated between departments as part of a Citywide realignment strategy. Position changes due to increases in service delivery are noted as, "Realignment Strategy: Transfer" in the department summary sections. A thorough review of all positions was conducted, resulting in the elimination of vacant, unfunded non-uniform positions and primarily vacant, unfunded uniform positions that were used in prior years only to facilitate the academy hiring process. Both the Dallas Police Department and Dallas Fire-Rescue have enough positions remaining to meet budgeted hiring goals.

DATE August 23, 2024
SUBJECT **Responses to Questions Regarding the City Manager's Recommended Biennial Budget for FY 2024-25 & FY 2025-26 (First Set)**
PAGE 12

We will continue to respond to budget questions asked by members of the City Council over the next several weeks. Please contact me or Janette Weedon, Director of Budget and Management Services, if you need additional information.



Jack Ireland
Chief Financial Officer

[Attachment]

c: Kimberly Bizzor Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
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Robin Bentley, Assistant City Manager (I)
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Appendix

Positions by Department	FY 2023-24 Adopted	FY 2024-25 Proposed	FY 2024-25 Changes
General Fund			
Budget & Management Services	38	35	-3
Building Services*	195	0	-195
City Attorney's Office	175	178	3
City Auditor's Office	20	20	0
City Controller's Office	73	69	-4
City Manager's Office	18	16	-2
City Marshal's Office	174	166	-8
City Secretary's Office	25	26	1
Civil Service	24	23	-1
Code Compliance	490	466	-24
Dallas Municipal Court	66	61	-5
Dallas Animal Services	187	184	-3
Dallas Fire-Rescue**	2,548	2,383	-165
Dallas Police Department**	4,313	4,068	-245
Data Analytics & Business Intelligence	45	41	-4
Facilities & Real Estate Management*	0	212	212
Housing & Community Development*	26	31	5
Human Resources	107	103	-4
Judiciary	48	53	5
Library	468	444	-24
Management Services			
311 Customer Service Center*	135	0	-135
Office of Communications, Outreach & Marketing*	30	0	-30
Office of Communications & Customer Experience/311*	0	156	156
Office of Community Care & Empowerment	52	55	3
Office of Community Development*	9	0	-9
Office of Community Police Oversight	6	6	0
Office of Emergency Management*	6	0	-6
Office of Emergency Management & Crisis Response*	0	33	33
Office of Environmental Quality & Sustainability	103	103	0
Office of Equity & Inclusion	22	19	-3
Office of Government Affairs	9	6	-3
Office of Homeless Solutions	44	45	1
Office of Integrated Public Safety Solutions*	34	0	-34
Small Business Center*	21	0	-21
Mayor & City Council	70	66	-4
Office of Arts & Culture	115	121	6
Office of Economic Development	41	38	-3
Park & Recreation	1,559	1,553	-6
Planning & Development*	0	70	70
Planning & Urban Design*	72	0	-72

Appendix

Procurement Services	34	36	2
Public Works*	470	638	168
Transportation*	213	0	-213
General Fund Total	12,085	11,524	-561
Enterprise Funds			
Aviation	366	375	9
Aviation - Transportation Regulation*	5	0	-5
Convention & Event Services	43	47	4
Dallas Water Utilities	1,561	1,562	1
Dallas Water Utilities - SDM	281	281	0
Development Services*	372	0	-372
Municipal Radio	1	1	0
Planning & Development*	0	360	360
Sanitation Services	628	634	6
Enterprise Funds Total	3,257	3,260	3
Internal Service & Other Funds			
Bond & Construction Management			
Bond & Construction Management	17	23	6
Park & Recreation	44	49	5
Public Works*	120	0	-120
Transportation & Public Works*	0	126	126
Employee Benefits	13	13	0
Equipment & Fleet Management	273	274	1
Express Business Center	10	10	0
Information & Technology Services - 911	7	7	0
Information & Technology Services - Data	229	227	-2
Information & Technology Services - Radio	30	32	2
Office of Risk Management	56	56	0
Transportation & Public Works-Transportation Regulation*	0	7	7
Internal Service & Other Funds Total	799	824	25
Grand Total	16,141	15,608	-533

*This department was included in a reorganization as part of realignment strategies to identify efficiencies throughout the City.

**A thorough review of all positions was conducted, resulting in the elimination of vacant, unfunded non-uniform positions and primarily vacant, unfunded uniform positions that were used in prior years only to facilitate hiring. Both the Dallas Police Department and Dallas Fire-Rescue have sufficient positions remaining to meet budgeted hiring goals.

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for August 28, 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 Enterprise Hub (BEH) division of the Office of Procurement Services, which is providing this summary of M/WBE subcontracting participation for the August 28, 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 **24** agenda items; **11** items on this agenda include an M/WBE goal. Of those **11** items, **4** exceeded the goal and **7** did not meet the goal. This agenda includes **13** 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
4	\$1,027,256.25	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Cooperative Agreement
5	\$7,199,214.61	Construction	32.00%	29.18%	85.00%	\$6,119,314.61	Does not meet MWBE Subcontracting Goal
10	\$2,280,539.96	Other Services	N/A	N/A	100.00%	\$2,280,539.96	MWBE N/A Cooperative Agreement; Prime is WBE
12	\$851,396.50	Other Services	N/A	N/A	100.00%	\$851,396.50	MWBE N/A Cooperative Agreement; Prime is MBE
13	\$145,113.69	Goods	N/A	N/A	N/A	N/A	M/WBE N/A Cooperative Agreement
15	\$317,000.00	Architecture & Engineering	34.00%	55.69%	55.69%	\$176,547.09	Exceeds MWBE Subcontracting Goal
19	\$2,824,600.00	Goods	N/A	N/A	N/A	N/A	M/WBE N/A Interlocal Agreement
20	\$4,177,795.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Other Services
30	\$236,809.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Other Services
32	\$13,165,407.99	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet MWBE Subcontracting Goal
33	\$71,663,837.72	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet MWBE Subcontracting Goal

DATE August 23, 2024

SUBJECT **M/WBE Participation for August 28, 2024 Council Agenda**

PAGE 2 of 4

#	Contract Amount	Procurement Category	M/WBE Goal	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
34	\$500,000.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Other Services
35	\$3,156,590.00	Other Services	23.00%	8.55%	8.55%	\$270,000.00	Does not meet MWBE Subcontracting Goal
36	\$495,075.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Proprietary Software
37	\$1,010,140.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Other Services
38	\$22,980,134.81	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet MWBE Subcontracting Goal
39	\$694,629.80	Other Services	N/A	N/A	100.00%	\$694,629.80	M/WBE N/A Cooperative Agreement; Prime is MBE
40	\$1,956,861.00	Other Services	N/A	N/A	N/A	N/A	MWBE N/A Proprietary Software
43	\$4,243,017.79	Construction	32.00%	35.70%	35.70%	\$1,514,857.10	Exceeds MWBE Subcontracting Goal
44	\$662,301.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Interlocal Agreement
45	\$196,400.00	Other Services	23.00%	0.00%	0.00%	\$0.00	Does not meet MWBE Subcontracting Goal
48	\$13,263,579.00	Construction	32.00%	35.51%	35.51%	\$4,709,300.00	Exceeds MWBE Subcontracting Goal
49	\$8,363,025.00	Construction	32.00%	34.00%	34.00%	\$2,843,428.50	Exceeds MWBE Subcontracting Goal
50	\$993,520.00	Construction	32.00%	7.15%	7.15%	\$71,085.73	Does not meet MWBE Subcontracting Goal

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

Agenda Item No. 5

Authorize a construction services contract with RushCo Energy Specialists, Inc. to demolish the existing rooftop units, boilers, and air handling units and install ten new rooftop units and roof layer replacements to the Dallas Love Field Garage A & B Pedestrian Concourse. Award amount will not exceed \$7,199,214.61. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 32

Authorize a three-year master agreement for the purchase of tires, tubes, and flaps for citywide use - Blagg Tire Wholesale, The Goodyear Tire & Rubber Company, Southern Tire Mart LLC, T&W Tire, LLC. Award amount will not exceed \$13,165,407.99. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 33

Authorize a three-year master agreement with Chemtrade Chemicals US LLC, Texas Lime Company, Polydyne, Inc., Chameleon Industries, Inc., Carbon Activated Corporation, Pencco, Inc., and Evonik Corporation for the purchase of certified drinking water treatment chemicals and filtration materials for the Water Utilities Department.

The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 35

Authorize a three-year service contract, with three one-year renewal options, for self-insured workers’ compensation claims administration and related cost containment services for the Office of Risk Management. Authorize a \$507,912.16 ratification for the Office of Risk Management to pay outstanding invoices for self-insured workers’ compensation claims administration. Two M/WBE firms are subcontracted to participate on this contract. Total award will not exceed \$3,664,502.16.

Agenda Item No. 38

Authorize a three-year service price agreement with PVS DX, Inc., Matheson Tri-Gas, Inc., and Shrieve Chemical Company for the purchase of drinking water treatment chemicals, tank cleaning, and inspection services for the Water Utilities Department. Award amount will not exceed \$22,980,134.81. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 45

Authorize a five-year purchasing agreement with Gladiator Forensics, LLC for a Law Enforcement Monitoring Facility product for the Dallas Police Department. Award amount will not exceed \$196,400.00. This platform is being procured through the Sole Source method of procurement. Only one vendor can provide this platform, resulting in no M/WBE subcontracting opportunities.

Agenda Item No. 50

Authorize an increase in the construction services contract with Archer Western Construction, LLC, for additional work associated with Dallas Water Utilities’ raw water system facilities located at Lake Ray Hubbard. Award increase amount will not exceed \$993,520.00. Total award to-date will be \$33,075,920.00. Six M/WBE subcontractors are impacted by this increase and M/WBE participation over the life on the project is 35.08%.

Local Businesses

The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There is a total of 44 prime contractors considered in this agenda.

Vendor	Local		Non-Local		Total
Prime	20	45.45%	24	54.54%	44
M/WBE Prime	3	100.00%	0	0.00%	3
M/WBE Sub	14	63.64%	8	36.36%	22

DATE August 23, 2024
SUBJECT **M/WBE Participation for August 28, 2024 Council Agenda**
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Please feel free to contact me or Danielle Thompson, Director of the Office of Procurement Services, if you have any questions or should you require additional information.

Service First, Now!



Donzell Gipson
Assistant City Manager (I)

c: Kimberly Bizer Tolbert City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Alina Ciocan, Assistant City Manager
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Items #PH4-PH16: Public Hearings for Public Improvement Districts (PIDs) to Set Annual Assessment Rates for 2024, Adopt 2025 Service Plans, and Amend 2024 Service Plans for two PIDs**

On August 28, 2024, City Council will hold a public hearing to consider authorizing a 2025 Service Plan, 2024 Assessment Plan, and 2024 Assessment Roll for each of the thirteen (13) Public Improvement Districts (PIDs) that will operate in the City of Dallas in the upcoming year.

Staff has reviewed the 2024 Assessment Roll and final 2025 Service Plan for each PID, has found the services and improvements to be advisable, and is recommending approval following each public hearing. At the adjournment of each public hearing, the City Council will hear and pass on any objections to a proposed assessment and may amend a proposed assessment on any parcel. After hearing and passing on objections, the City Council, by ordinance, shall levy the assessment as a special assessment on the properties in each PID.

For the 2025 Service Plan year, no changes in assessment rates are proposed, except by the Downtown Improvement District and Prestonwood PID. The Downtown Dallas Improvement District proposes a 2024 assessment rate of \$0.139 per \$100 valuation, an increase of \$0.01 cent per \$100 valuation over its 2023 assessment rate of \$0.129 per \$100 valuation. The additional funds will be used to expand the tree canopy and address the heat index downtown by planting approximately 500 trees throughout the district, with additional support from community partners. The Prestonwood PID proposes a 2024 assessment rate of \$0.075 per \$100 valuation, an increase of \$0.005 cent per \$100 over its 2023 assessment rate of \$0.070 per \$100 valuation. Prestonwood PID's rate increase is primarily driven by the rising costs associated with public safety, which is the PID's major expense category (as Dallas Police officer compensation increases, so does the off-duty rate for officers). The median year-over-year increase across all PIDs in gross certified assessment revenue is 6.6 percent. Please see **Exhibit A** for a list of 2024 gross certified assessments and rates (for the 2025 Service Plan year) as compared to 2023 gross certified assessment totals.

In addition, Chapter 372 of the Texas Local Government Code requires that any amendments or updates to a Service Plan be authorized by City Council ordinance, except in the case of a tourism public improvement district. Accordingly, Midtown Improvement District and Uptown PID have requested to amend their adopted 2024 Service Plans to reflect lower-than-budgeted expenditures, primarily due to project

delays. Midtown Improvement District experienced delays in execution of their Southern Pacific (SoPac) Trail management agreement with the City that will allow Midtown Improvement District to construct four planned trail heads. Payment for Uptown PID's \$1 million funding commitment for the City's McKinney Avenue/Two-Way Conversion Project has been delayed to 2025. Staff reviewed the proposed mid-year budget amendments, found the requests to be reasonable, and is recommending the mid-year budget amendments for approval.

Background

A PID is a special assessment area created at the request of property owners in the proposed district via petition. Property owners pay a supplemental assessment along with their taxes, which PIDs use for services and/or improvements above and beyond existing City services. The assessment is an apportionment of the total cost of service enhancements and improvements approved by property owners who signed a petition in support of the district's creation or renewal. The assessment allows each PID to have its own work program which may include eligible supplemental services such as additional security, landscaping in common areas, distinctive lighting, street cleaning, sidewalk improvements, cultural and recreational enhancements, advertising, and business recruitment. These services increase the PID area's desirability as a place to shop, enjoy leisure activity, work and live, which in turn increases property values for commercial and residential owners, as well as promotes patronage for businesses.

Individual PIDs are governed by property owner elected boards and managed by non-profit organizations or homeowners' associations. Under a management contract with the City, PID managers are responsible for updating the PID's service plan annually and, following Council approval, implementation of the PID's annual service plan. The City's power to levy is limited to a menu of supplemental services allowed by state law and petitioned by property owners.

Accomplishments

Over the past year, City of Dallas PIDs have had many successes. These include:

- *Beautification:*
 - The Downtown Improvement District executed a successful opening weekend of Harwood Park with festivities that drew thousands of visitors to the new park;
 - The Deep Ellum PID installed new landscaping on Elm Street;

DATE August 23, 2024

SUBJECT **Upcoming Agenda Items #PH4-PH16: Public Hearings for Public Improvement Districts (PIDs) to Set Annual Assessment Rates for 2024, Adopt 2025 Service Plans, and Amend 2024 Service Plans for two PIDs**

PAGE **3 of 5**

- The Lake Highlands PID held a ribbon-cutting for the first of several Transportation Art Boxes (City traffic boxes wrapped in nature-themed artwork); and
- The Midtown Improvement District purchased nineteen (19) new trash receptacles that were placed throughout the District.

- ***Capital Improvements:***
 - The Lake Highlands PID held a ribbon-cutting for a new Pegasus sculpture and landscaping it installed at the corner of Church Road and White Rock Trail;
 - The Oak Lawn Hi-Line PID completed a fencing project designed to create a safer and cleaner pedestrian experience under I-35, and with City assistance removed the remaining homeless encampment there;
 - The University Crossing PID completed a new pedestrian and biking connection from the Highland Hotel & Residences to the University Crossing Trail; and
 - The Uptown PID repaired sidewalks and removed damaged trees along public right of ways to increase pedestrian safety.

- ***Community Outreach & Marketing:***
 - The Deep Ellum PID installed new streetlight pole banners featuring designs by local graphic design firms to celebrate Deep Ellum's 150th anniversary;
 - The North Lake Highlands PID creating marketing materials with branding of banners, business cards, events shorts logo, and additional promotional items;
 - The Oak Lawn Hi-Line PID launched its new PID website www.olhlpid.com; and
 - The Klyde Warren Park/Dallas Arts District continued to host a multitude of events including 40th anniversary celebrations for the Dallas Arts District;

- ***Economic Development and Resilience:***
 - The Downtown Improvement District awarded over \$151,000 to (7) matching grant applicants to support nearly \$3.4 million of private investments for enhanced appearance, safety and functional quality of public spaces downtown;
 - The Dallas Tourism PID supported 75 local cultural organizations with more than \$1.4 million from its Event Marketing Incentive Fund;

DATE August 23, 2024

SUBJECT **Upcoming Agenda Items #PH4-PH16: Public Hearings for Public Improvement Districts (PIDs) to Set Annual Assessment Rates for 2024, Adopt 2025 Service Plans, and Amend 2024 Service Plans for two PIDs**

PAGE **4 of 5**

- The South Side PID hosted *Sizzling Summer Soiree*, a business development and network event for local business owners; and
- The Midtown Improvement District completed its *RCLCO Economic & Fiscal Impact Study*, to be used to assess the area's long-term economic prospects.
- **Public Safety:**
 - The Downtown Improvement District completed the decommissioning of a homeless encampment site located at Reunion Boulevard and I-35;
 - The Knox Street PID increased the number of security officers patrolling the district seven (7) days a week from four officers to six officers;
 - The Prestonwood PID provided security patrol services 24 hours a day, seven days a week, with approximately 90% coverage of scheduled patrol hours; and
 - The Uptown PID started a new help line number that anyone in Uptown can call for non-emergency issues that will connect callers to the PID's security team for assistance.

Recommendation

For each PID, following each public hearing on August 28, 2024, Staff recommends City Council authorization of an ordinance approving and adopting the final 2025 Service Plan, final 2024 Assessment Plan, and 2024 Assessment Roll. If City Council does not adopt the 2024 assessment rate and 2025 service plan for each PID by early September, the City will miss the assessment billing and collection deadlines put in place by the Dallas County Tax Office. As a result, the City would need to find another method to collect PID assessments and would likely not have the same success rate with payments or issuing penalties as Dallas County.

Fiscal Information

No cost consideration to the City except for the Downtown Improvement District (DID). The FY 2024-25 DID assessment for City-owned property is \$1,018,856.55 subject to appropriations, to be paid from the General Fund (\$684,361.15) and Convention and Event Services Fund (\$334,495.40).

Should you have any questions, please contact Maria Smith, Assistant Director, Office of Economic Development at (469) 953-7181 or Maria.Smith@dallas.gov.

Service First, Now!

DATE August 23, 2024

SUBJECT **Upcoming Agenda Items #PH4-PH16: Public Hearings for Public Improvement Districts (PIDs) to Set Annual Assessment Rates for 2024, Adopt 2025 Service Plans, and Amend 2024 Service Plans for two PIDs**

PAGE **5 of 5**



Robin Bentley
Assistant City Manager (I)

- c:
- | | |
|---------------------------------------------|------------------------------------------------------------------|
| Kimberly Bizer Tolbert, City Manager (I) | Dev Rastogi, Assistant City Manager |
| Tammy Palomino, City Attorney | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Mark Swann, City Auditor | Alina Ciocan, Assistant City Manager |
| Biliera Johnson, City Secretary | Donzell Gipson, Assistant City Manager (I) |
| Preston Robinson, Administrative Judge | Jack Ireland, Chief Financial Officer |
| Dominique Artis, Chief of Public Safety (I) | Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I) |
| | Directors and Assistant Directors |

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Water Utilities – Utility Bill Payment Plans Update**

This is a follow-up to the August 2, 2024, council memorandum regarding Dallas Water Utilities (DWU) offering payment plans to customers with accounts that are past due more than 60 days.

DWU is committed to working with customers and is offering 6-month payment plans. Customers will begin receiving the attached notification letter the week of August 26, 2024. The letter will encourage customers to establish a payment plan either online, by mail or by contacting customer service. Customers can also email dwupaymentplan@dallas.gov for assistance with establishing up to a 6-month payment plan.

Currently, 26% of Dallas Water Utilities customers have past due balances of more than 60 days. In 2022, it was 15% and pre-COVID-19 it averaged about 12%. Previously, 82,000 customers were enrolled in AutoPay in the ePay payment system. At this time, 6,000 or 7% of these customers have not enrolled in DallasGo. DWU is currently contacting these customers to provide assistance with setting up their DallasGo profile, if they choose to register. Accounts that are past due and are not set up on a payment plan will be subject to disconnection and late fees for non-payment starting Wednesday, September 18, 2024.

DWU customers have various options for making payments. Payments can be made online by registering for a user profile on DallasGo at dallas.gov/DallasGo or using the Guest Pay feature to make a convenient one-time payment. Payments can also be made by mail, by phone at (214) 651-1441, in person at Dallas City Hall between 8 a.m. and 5 p.m., Monday through Friday, at an authorized pay station listed at bit.ly/DWUPayStations, or the drop box outside City Hall in the driveway between Young Street and Canton Street.

Customers with questions regarding their account may contact DWU Customer Service at 214-651-1441 between 8 a.m. and 5 p.m., Monday through Friday. Hold times and call volumes may increase during this time.

DWU staff is attending city events in person to assist customers and is also identifying non-profit agencies that may be able to provide customers with financial assistance.

Should you require additional information, please feel free to contact Sarah Standifer, Director of Dallas Water Utilities, at Sarah.Standifer@dallas.gov.

DATE August 23, 2024
SUBJECT **Dallas Water Utilities – Utility Bill Payment Plans Update**
PAGE **Page 2 of 2**

Service First, Now!



Dev Rastogi
Assistant City Manager

[Attachment]

c: Kimberly Bizer Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors



City of Dallas

<DATE>

<Name>

<House # & Street Name>

<City, State ZIP>

RE: Account Number <XXXXXXXXXX>

Dear Valued Customer,

Records indicate that your Dallas Water Utilities (DWU) account is subject to disconnection; you may have already received a notice or will be receiving one soon. To avoid disconnection of your service and late fees for non-payment, full payment of the past due balance or establishment of a payment plan is required no later than 10 business days after receipt of this notice. If you have any questions, please email us at dwupaymentplan@dallas.gov.

As of August 21, 2024, your past due balance is \$ <XXXX.XX>.

The balance reflected above may not represent your current past due balance if you have recently made a payment.

TO MAKE A PAYMENT:

DWU customers can make payments online, by phone or in person. To pay online, visit dallas.gov/DallasGo. DallasGo is the online payment platform to pay your DWU bill. To register for a user profile, visit dallas.gov/DallasGo. Or use the Guest Pay feature to make a convenient one-time payment.

To pay by phone, call (214) 651-1441. Credit card, debit card and bank draft payments can be made using the automated phone system. In-person payments can be made at the second-floor lobby of Dallas City Hall between 8 a.m. and 5 p.m., Monday through Friday at 1500 Marilla Street, 2DS, Dallas, TX 75201. Customers can also make a payment at any DWU authorized pay station. For a list of customer pay station locations, please visit bit.ly/DWUPayStations. Customers can also mail their payment to the City of Dallas by using the return envelope and payment stub included in the monthly invoice.



City of Dallas

TO ESTABLISH A PAYMENT PLAN:

To access the payment plan form and enroll to avoid disconnection, please type bit.ly/DWUpaymentplan (case-sensitive) in your browser or use the QR code below. You will need to provide your account number and service address zip code as your Authentication ID. Once payment plan arrangements are submitted, customers will receive a confirmation email for their records and no further action is required. If you are unable to establish a payment plan online, please use the attached form and mail it to us for processing.

Scan the QR code to
complete the payment
plan process online.



If you have recently paid your account in full or established a payment plan, thank you. No further action is needed. Customers may email dwupaymentplan@dallas.gov with any questions.

Thank you,

Dallas Water Utilities



City of Dallas

<DATE>

<Name>

<House # & Street Name>

<City State, ZIP>

RE: Número de cuenta <XXXXXXX>

Estimado cliente,

Los registros indican que su cuenta de Servicios de Agua de Dallas (DWU, por sus siglas en inglés) está sujeta a la desconexión; es posible que ya haya recibido un aviso o que lo reciba pronto. Para evitar la desconexión de su servicio y recargos por falta de pago, se requiere el pago completo del saldo adeudado o establecer un plan de pago, a más tardar 10 días hábiles después de recibir este aviso. Si tiene alguna pregunta, por favor envíe un correo electrónico a dwupaymentplan@dallas.gov.

A partir del 21 de agosto de 2024, su saldo adeudado es \$<XXXX.XX>.

El saldo adeudado que aparece arriba puede variar de su saldo adeudado actual si usted recientemente hizo un pago.

PARA REALIZAR UN PAGO:

Los clientes de DWU pueden realizar los pagos en línea, por teléfono o en persona. Para realizar un pago en línea, visite dallas.gov/DallasGo. DallasGo es la plataforma de pago en línea para pagar sus facturas de agua. Para establecer un perfil de usuario, visite dallas.gov/DallasGo. O utilice la opción “Pago de invitado” para fácilmente hacer un pago único.

Para pagar por teléfono, llame al (214) 651-1441. Se pueden utilizar tarjetas de crédito, tarjetas de débito y cheques bancarios para hacer pagos en el sistema de pago telefónico. Los pagos en persona se pueden hacer en el vestíbulo de la Alcaldía de Dallas entre las 8 a.m. y 5 p.m., de lunes a viernes, ubicada en 1500 Marilla Street, 2DS, Dallas, TX 75201. También se pueden hacer pagos en cualquier estación de pago autorizada de DWU. Para obtener una lista de las ubicaciones de las estaciones de pago para clientes, visite bit.ly/DWUPayStations. Los clientes pueden también enviar su pago a la Ciudad de Dallas utilizando el sobre de remitente y el talón incluido con su factura mensual.



City of Dallas

PARA ESTABLECER UN PLAN DE PAGO:

Para acceder al formulario del plan de pago e inscribirse para evitar la desconexión, escriba bit.ly/DWUpaymentplan (sensible a mayúsculas y minúsculas) en su navegador o utilice el código QR que aparece a continuación. Necesitará proveer el número de su cuenta y el código postal de la dirección de servicio para la identificación de autenticación (Authentication ID). Una vez que los arreglos del plan de pago sean enviados, los clientes recibirán un correo electrónico de confirmación para sus registros y no se requerirá ninguna otra acción. Si no puede establecer su plan de pago en línea, por favor utilice el formulario adjunto y devuélvalo por correo para que sea procesado.

Escanee el código QR
para realizar el proceso del
plan de pago en línea.



Si recientemente ha pagado su cuenta en su totalidad o ya ha establecido un plan de pago, gracias. No es necesario realizar ninguna otra acción. Los clientes pueden enviar un correo electrónico a dwupaymentplan@dallas.gov si tienen alguna pregunta.

Gracias,

Servicios de Agua de Dallas



City of Dallas

**Dallas Water Utilities
Payment Plan Selection Form**

<DATE>

<Name>

<House # & Street Name>

<City, State, Zip code>

RE: Account Number <XXXXXXXXXX>

Dallas Water Utilities would like to work with you to set up a payment plan. As of August 21, 2024, your past due balance is \$ <XXXX.XX>. The past due balance may not represent your current past due balance if you have recently made a payment. To set up a payment plan by mail, please check the box below. Promptly return this form to our office at the address provided. The payment plan will be reflected in the next monthly invoice. Installment payments are in addition to your current bill balance. If you prefer to complete the payment plan process online, type bit.ly/DWUpaymentplan (case-sensitive) in your browser or scan the QR code below.

6 Month Payment Plan

Mail this form to:

DWU Customer Service
1500 Marilla Street – 2DS
Dallas, TX 75201

I certify that I am the account holder of record. I agree to the terms requested and understand that if I do not adhere to the payment plan, the payment plan will be terminated and the past due balance will be due in full.

Signature

Date





City of Dallas

**Servicios de Agua de Dallas
Formulario de selección del plan de pago**

<DATE>

<Name>

<House # & Street Name>

<City State, Zipcode>

RE: Número de cuenta <XXXXXXX>

Los Servicios de Agua de Dallas quieren ayudarle a establecer un plan de pago. A partir del 21 de agosto de 2024, su saldo adeudado es \$<XXXX.XX>. El saldo adeudado que aparece puede variar de su saldo adeudado actual si usted recientemente hizo un pago. Para establecer un plan de pago por correo, por favor marque la caja que aparece a continuación. Devuelva este formulario lo antes posible a nuestra oficina a la dirección indicada. El plan de pago se reflejará en la próxima factura mensual. Los pagos del plan se suman al saldo de su factura actual. Si prefiere realizar el proceso de plan de pago en línea, escriba bit.ly/DWUpaymentplan (sensible a mayúsculas y minúsculas) en su navegador o escanee el código QR que aparece abajo.

Plan de pago de 6 meses

Envíe este formulario por correo a:

DWU Customer Service
1500 Marilla Street - 2DS
Dallas, TX 75201

Yo certifico que soy el titular registrado de la cuenta. Estoy de acuerdo con las condiciones solicitadas y entiendo que si no me adhiero al plan de pago, el plan de pago se cancelará y el saldo adeudado se tendrá que pagar en su totalidad.

Firma

Fecha



Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Office of Procurement Services Agenda Item for Office of Community Care Contract with Dallas Leadership Foundation for Reentry Services**

On August 28, 2024, City Council will consider the following Office of Procurement Services Item:

Item 34: Authorize a one-year service contract in the amount of \$250,000.00, with a one-year renewal option in the amount of \$250,000.00 for employment and workforce training services for formally incarcerated individuals for the Office of Community Care - Dallas Leadership Foundation, most advantageous proposer of five - Not to exceed \$500,000.00 - Financing: FY23-24 TDJC Re-entry Pilot Program Grant Fund.

Background

This item will authorize a contract with Dallas Leadership Foundation to administer a Reentry Services Program focused on workforce training, job readiness, job placement support and post-release supportive services. The project includes a pre-release job readiness component, in partnership with Hutchins State Jail, as well as community-based post-release programming. This contract will be funded by grant funding from the Texas Department of Criminal Justice.

This project was procured via a solicitation administered by the Small Business Center and is being absorbed by Office of Community Care as part of the City Manager's strategic service realignment and centralization of services related to reentry effective August 1, 2024. Staff from OCC reviewed the initial Request for Proposals and Office of Procurement Services' recommendation and determined that the project is aligned with the City's approach to reentry services. Rather than completing an additional procurement, OCC advancing the award. By advancing this action, OCC is able continue to meet TDCJ funding timelines and expectations and to ensure continued reentry service delivery.

If have any questions about this item, please contact Office of Community Care Director Jessica Galleshaw, at jessica.galleshaw@dallas.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Liz Cedillo-Pereira'.

M. Elizabeth (Liz) Cedillo-Pereira
Assistant City Manager

c: Kimberly Bizar Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Quality of Life, Arts, and Culture Committee Responses**

This memorandum serves to provide follow-up responses to questions from the Quality of Life, Arts, and Culture Committee Member questions.

Item E. Bloomberg Center for Public Innovation Love Your Block Program Grant Recipient. Department: Code Compliance

1. **Question:** What is the plan for the accountability piece of this grant? How will we measure the impact and success of the grant?

Follow-up: Our current Marketing and Outreach tracking system documents various metrics, to include pounds of trash, paint, tires, and shredded documents removed. The system also tracks the number of volunteers and monetary value of volunteer hours contributed, along with the number of art installations, and community clean-up events. We will leverage existing staff, and staff provided through The Love Your Block grant initiative will be an integral part of a broader initiative led by Communications and Customer Experience/311 to focus on our environmental and cleanup initiatives.

2. **Question:** How do we measure not just the success but the impact that it has on the community?

Follow-up: One of our leading measures of impact is the increase in volunteerism. In FY23, we increased our volunteer hours by 53%, and are on pace for a similar increase in FY24. This speaks to sustainability of our community engagement initiatives, which actively supports community members in leading change within their communities. CCS supports these communities by providing strategic organization, tools and equipment, and trash removal after clean-up. Regarding quantifying the impact of the grant, we know there to be a nexus between clean communities, increased safety, and higher property values, therefore efforts to beautify communities will have both tangible and intangible benefits. Additionally, resident surveys will be conducted for the grant, which will provide valuable insights into the positive impact for this project. Staff will also align with specific goals and objectives outlined by the grant to measure the program's overall success. The Department will provide semi-quarterly feedback and updates to the Quality of Life, Arts, and Culture Committee for additional input and support.

Item G. Proposed closure of the Skillman Southwestern Branch Library:

1. **Question:** What will happen to the collection at the Skillman Southwestern branch library once it is closed?

Follow-up: Most of the collection will be redistributed to other DPL locations. We will be preserving about 500 items to fill the book vending machine that we anticipate standing up in the neighborhood early in 2025. Items that are out of date or in poor condition will be removed by our contracted used book reseller and will be sold or recycled with a portion of the funds returning to the Library via the Friends of Dallas Public Library.

2. **Question:** Could you talk about where the R&D in the plan is? Where are the new programs and risks that we want to take to try new things?

Follow-up: We spent the past few months since the plan was adopted by Council meeting with stakeholders and staff. We have multiple focus groups to collect feedback and develop objectives under each goal. Our first year is mostly internally based to develop the staff and new partnerships while responding to each neighborhood's need as we want to be hyper-local in each location.

Item H. Upcoming Office of Procurement Services Item for Office of Community Care to Authorize a Contract with Guidehouse, Inc. to Complete a Senior Services Strategic Plan:

1. **Question:** How will the senior services strategic plan incorporate feedback from the ongoing senior listening sessions?

Follow-up: OCC is collecting feedback from the listening sessions and will share this feedback with the vendor to help inform the strategic planning process and integrated into various aspects. Because we are still engaging with the listening sessions and these sessions vary somewhat by district, the data is not necessarily consistent, however we still believe the data and feedback are valuable in guiding the strategic planning process. OCC will continue to host listening sessions in each district, working with the Senior Affairs Commissioner and the district office and councilmember

2. **Question:** Will the strategic plan encompass the entire senior ecosystem or focus solely on city senior services?

Follow-up: Certain aspect of the planning will focus on the entire ecosystem, such as landscape/gap analysis work, however the plan will primarily focus on identifying on opportunities for the City from an organization standpoint. However, the planning may identify or recommend focus areas that should be addressed at the community level with partners.

3. **Question:** What recommendations are being developed for communications and outreach strategies targeted at older Adults?

Follow-up: The review of communications to and for older adults is a component of the strategic planning work. Specifically, the scope includes an activity to “Evaluate effectiveness of City’s communications related to older adults and generate recommendations related to communications and outreach strategies for older adults, with an emphasis on reaching those who are not already enrolled in available programming or otherwise connected to City programs and services.”

DATE August 23, 2024
SUBJECT **Quality of Life, Arts, and Culture Committee Responses**

Please advise if there are additional questions, I can be reached at 214-708-0151 or by email liz.cedillopereira@dallas.gov

Sincerely,



M. Elizabeth (Liz) Cedillo-Pereira
Assistant City Manager

c: Kimberly Bizer Tolbert, City Manager (I)
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Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
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Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 22, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **2011 Bike Plan Update**

The purpose of this memorandum is to provide an update to the 2011 Dallas Bike Plan, which is expected to be completed near the end of 2024. While projects are being designed and implemented now, the finalization of the updated bike plan will guide the direction and inform our needs going forward.

At the August 13, 2024, City Council Briefing Budget Workshop for the City Manager's Recommended FY24-25 Budget, Council requested additional information regarding Bike Plan initiatives and staffing. Below you will find our next steps for Bike Lane Funding, Leveraging Funding, Safety, Project Delivery and Staffing, and Reimagining and Realignment of the Transportation and Public Works Departments:

1. **Bike Lane Funding:** The FY25 Budget shows \$2M for Bike Plan projects. In addition, the City received \$2.2M from DART's excess sales tax funds that is dedicated to bike lane projects in the coming year and for the purchase of a bike lane sweeper (\$200K). As such, total available bike lane project funding for FY 25 is \$4M, a 60% increase from the \$2.5M in the FY 24 budget.
2. **Leveraging Funding:** Bike Lane projects are also being implemented through street reconstruction projects, allowing us to leverage funding to expand our bike network. Some current projects include Riverfront Blvd, Pemberton Hill, and CBD/Fair Park link. Future projects include projects like Columbia-Main, Harwood, and Chalk Hill.
3. **Safety:** The City has enhanced safety for our cyclists with the installation of the first bike lanes traffic signal at Gaston/Abrams intersection and the implementation of green pavement markings at some intersection locations such as Richmond Ave at Skillman St.
4. **Project Delivery and Staffing:** On August 14, 2024, the City Council approved two on-call engineering contracts totaling \$900,000 for the design of bike lanes and shared use paths, which will allow for faster mobilization and delivery of projects than would be achieved through a single engineer position.

DATE August 22, 2024
SUBJECT **Executive Management Team Transition**
PAGE **2 of 2**

5. **Reimagining and Realigning of the Transportation and Public Works Departments:** We realized synergy and optimized resources by combining the Department of Transportation and Public Works into one department named, Transportation and Public Works Department. This realignment generates savings of \$1.5M. Therefore, the Department plans to use engineers from its roadway and traffic engineering sections to support Bike Lane projects. With the addition of consultants and cross utilization of existing staff we are increasing our bench of resources to support FY25 projects and those identified in the Updated Bike Plan.

Feel free to reach out to me should you have any questions, or contact Assistant City Manager, Dev Rastogi at dev.rastogi@dallas.gov.

Service First, Now!



Kimberly Bizer Tolbert
City Manager (I)

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