



City of Dallas

Memorandum of Agreement – City of Dallas and Dallas County Lew Sterrett Criminal Justice Center

**Public Safety Committee
October 14, 2025**

Dominique Artis, Chief of Public Safety

Monica Igo, Deputy Police Chief

Gregory Nelson, Director of Court &
Detention Services

Osiris Marquez, Asst. Director of Court &
Detention Services

Clifton Knight & Scott Whitworth, Chief
Deputy City Marshal

Overview



- Background / History
- Memorandum of Agreement - 1978
 - Amendments #1, 2, 3, 4, and 5
- Cost Methodology
- Contract Terms
- Jail Operations DPD
- Performance Metrics



History



- 1850s: The first jail in Dallas was established
- 1950s: New jail facility was constructed - Lew Sterrett Justice Center
- 1970s: Initiative to address overcrowding and improve conditions



Memorandum of Agreement - MOA



- Memorandum of Agreement approved by Dallas City Council, November 22, 1978, Council Resolution 78-3303.
- City of Dallas agrees to participate and undertake financing, not to exceed \$9,995,000, for the construction and operation of the New Criminal Justice Center
- Dallas County grants the City of Dallas a leasehold estate for processing and maintaining City jail prisoners and for the operation of the Municipal Courts and its support functions



Memorandum of Agreement - MOA



- City of Dallas is entitled to 15% of the sale price of the land and a pro-rata share of the sale price of the buildings
- Housing of 100 City Prisoners on any one day
- Per diem rate-per day or a fraction of the day a City prisoner is incarcerated



Memorandum of Agreement - Amendments



- Amendment #1 - 1982
 - Clarified the Payment terms
- Amendment #2 - 1984
 - Further clarified payment terms and determined that costs would be reviewed by an Auditor
- Amendment #3 - 1985
 - Defined city prisoner, established fees, and maximum number of “City Prisoners”



Memorandum of Agreement - Amendments



- Amendment #4 - 1997
 - Establish cost methodology, requirement to review every 3 years
- Amendment #5 - 2022
 - Cost Methodology Revised, defined “City Prisoner”, incorporate performance measures, defined a list of reports to be provided by Dallas County, coordinate and facilitate cooperation and communication – quarterly and bi-monthly meetings



Cost Methodology



- Central Intake – Total Salaries + Operations / Total Prisoners processed through Intake = **\$Cost Per Prisoner**
 - **City Usage** = \$Cost per prisoner x total prisoners transported by City Agency (DPD, DFR, Marshals)
- Housing – Total Salaries + Operations of Cost Centers for maintaining and housing prisoners / Average Prisoner Population from previous FY = **Housing Cost per prisoner - “Hotel Rate”**



Cost Methodology



- **Average Prisoner Population** = total prisoner population / 365 days
- **City Usage** = Housing – Hotel Rate x Prisoners magistrate within 1 day or more
- **Indirect Cost Rate**



Contract Terms



- Preliminary Cost estimate provided by the month of May of the Fiscal year to the City of Dallas for review
- Based on Dallas County's Adopted FY budget
- Indirect Cost Rate – certified by a third party
- Actuals from previous FY to True up costs
- Municipal Court Jail Arraignment Dockets
- Leasehold Space for Municipal Court use



Over the last 5 years



Fiscal Year	Authorized Payments	Jail Intake	Y-o-Y	Housing	Y-o-Y
2020-2021	\$9,547,117	17,331	-3.90%	5,566	11.00%
2021-2022	\$8,989,659	17,040	-1.70%	5,154	-8.00%
2022-2023	\$8,344,443	19,979	14.70%	5,510	6.50%
2023-2024	\$8,594,776	21,872	8.70%	5,381	-2.40%
2024-2025	\$7,878,250	19,745	-10.80%	6,110	11.90%
2025-2026	\$8,705,882*	19,823	0.04%	6,326	3.41%



Housing – City Prisoners



Fiscal Year	COD Prisoners Average days until Magistration	Arrested Prisoners by DPD –Avg Days in Jail	Average Housing Population	City Prisoners Housed
2023	1.1 days	25.6 days	6,110	9,092
2024	1.1 days	22.2 days	6,326	8,794

*After magistration City prisoners are considered Dallas County prisoners



Detention Staffing

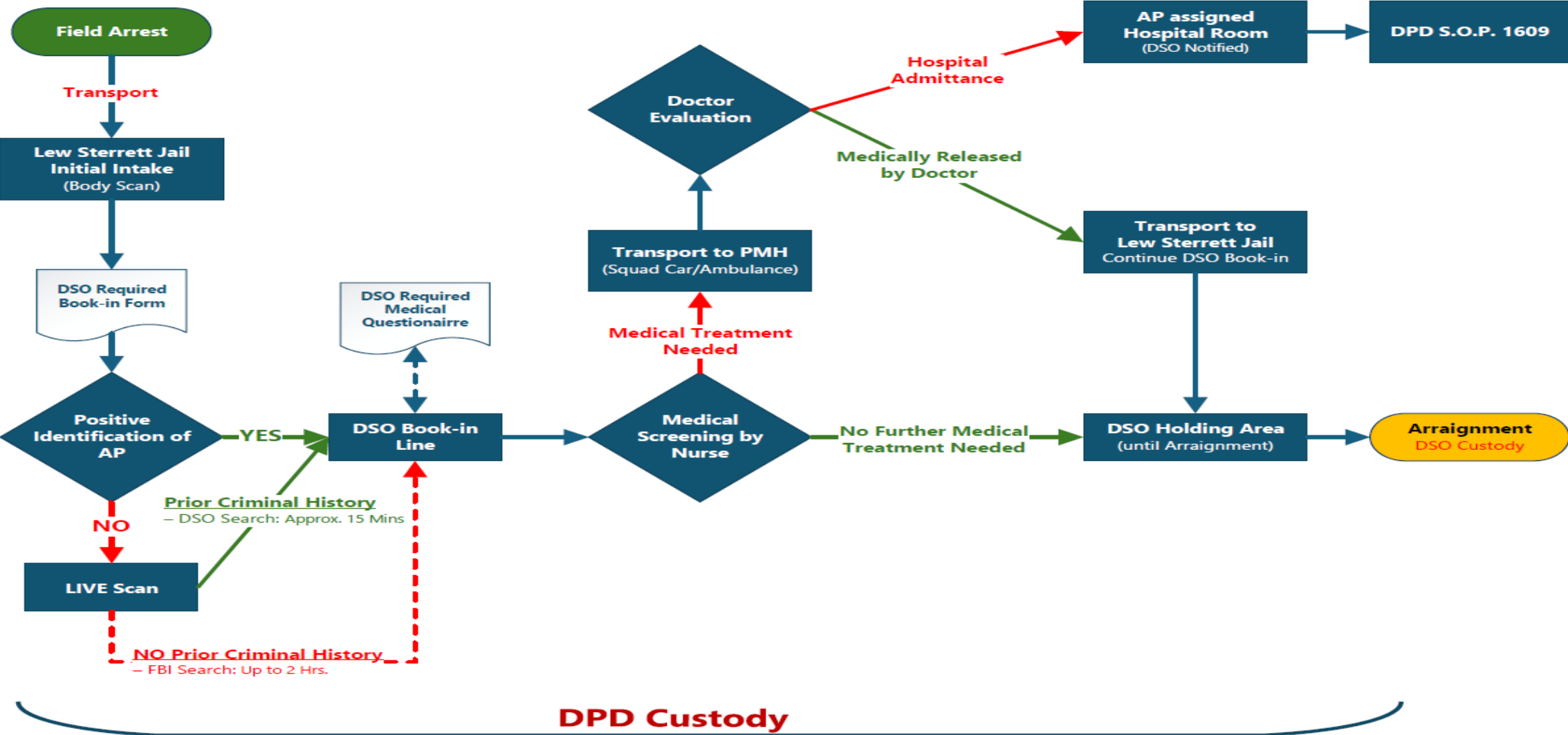


Year	Sworn	Professional Staff	TOTAL
2023	22	34	56
2024	26	36	62
2025 YTD	26	29	55

As of 10/1/2025



Intake Process



Hospital Procedures SOP 1609



- Prisoners restrained (handcuffed) at all times
- Detention supervisor reviews and approves arrest report
- Detention supervisor notified when prisoner is assigned to private room
- Notification to Dallas Sheriff's Office (DSO) supervisor



Hospital Procedures SOP 1609



- DSO guard assigned within 24-48 hours
- Updates will be given to DSO supervisor if guard is not posted within 24 hours
- DSO guards respond to hospitals located within Dallas County only
- DPD officers remain with the prisoner until relieved



Detention Services Metrics



Year	2023	2024	2025 YTD	TOTAL
Arrests	31,342	32,352	27,023	90,717
Charges	49,497	49,796	40,835	140,128

As of 10/1/2025



Jail Efficiency Study



- Initiated by former ACM Fortune in 2022
- Conducted by the Office of Budget & Management Services, DPD, DSO and PMH staff
- Recommendations included balancing DPD staffing with workload and improving nurse and booking line wait times
- Study concluded in Fall of 2023



Study Findings/Solutions:



Findings:	Implementation:
Inadequate Nurse Staffing on Day Shift	Additional Nurse Staffing Added
Personnel Not Aligned with Shift Needs	Realigned Staffing to Workload
Staff Review Delays	Centralization Staff Review
Prisoner Transfers	Single Arrest Line



Nurses Line



	2023	2024	2025 YTD	TOTAL
Total Officers to LSJC	35,046	34,002	28,966	98,014
Officers Relieved from Nurse Line	34,329	33,304	28,511	96,144
Officers Had to Wait in Nurse Line	717	698	455	1,870
Percentage Relieved	97.9%	97.9%	98.4%	98.1%

As of 10/1/2025



Performance Metrics



- Implement a system to track officers' time from booking to leaving jail
- Efficiency in DWI, Family Violence, and Warrants only reports after the new CAD/RMS is in place
- Monthly meetings with DSO personnel to discuss DPD prisoner processing





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