

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **2021 City Council Calendar Amendments**

On Wednesday, October 28, 2020, City Council adopted the 2021 City Council Calendar. Following adoption of the calendar, the City Secretary's Office noted that in preparation for the 2021 municipal election, the City Council inauguration should be scheduled on the first Monday following the 30th day after election canvassing. The final election canvass date is May 12, 2021, with the 30th day after election canvassing falling on June 11, 2021.

This memo outlines revisions proposed to the adopted 2021 City Council calendar as advised by the City Secretary's Office:

- The 2021 City Council Inauguration date is revised to June 14, 2021 from June 21, 2021, to align with the final canvass date on May 12, 2021 and 30 days following.
- The Quality of Life Committee and the Transportation and Infrastructure Committee meetings are moved to their normal committee meeting date of June 21, 2021.
- The Housing and Homelessness Solutions Committee and the Government Performance and Financial Management Committee meetings are moved from June 15, 2021 to June 22, 2021.

Following the approval of amendments to the 2021 City Council Calendar, the revised calendar will be uploaded to the City of Dallas city events calendar and the City Secretary's web page. Instructions will be provided to staff to import the approved calendar dates into your Outlook calendar.

As a reminder, the adopted calendar reflects the Rules of Procedure time of 3:00 p.m. for City Council Agenda Meetings held the second Wednesday of each month. During the current and ongoing emergency ordinance, all City Council meetings will be held at 9:00 a.m., including those meetings on the second Wednesday of each month. The City Council requested that the meeting times be revisited after the declaration of disaster terminates or expires.

Should you have any questions or concerns, please contact me at 214.670.5682 or carrie.prysock@dallascityhall.com.

A handwritten signature in cursive script that reads "Carrie Rogers".

Carrie Rogers
Director
Mayor and City Council Office

January 2021

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day City Holiday	2
3	4 Council Committees 9 a.m. ENVS 1 p.m. ECO	5	6 Council Briefing 9 a.m.	7	8	9
10	11 Council Committees 9 a.m. WEE 1 p.m. PS	12	13 Council Agenda 3 p.m.	14	15 Semiannual Campaign Finance Report Due	16
17	18 Council Committee Meetings Moved to 1/19 MLK Day City Holiday	19 Council Committees 9 a.m. QOL 1 p.m. TRNI	20 Council Briefing 9 a.m.	21 U.S. Conference of Mayors 89 th Winter Meeting	22 U.S. Conference of Mayors 89 th Winter Meeting	23 U.S. Conference of Mayors 89 th Winter Meeting
24	25 Council Committees 9 a.m. HHS 1 p.m. GPFM	26	27 Council Agenda 9 a.m.	28	29	30
31						

QOL: Quality of Life, Arts & Culture
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February 2021

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committees 9 a.m. ENVS 1 p.m. ECO	2	3 Council Briefing 9 a.m.	4	5	6
7	8 Council Committees 9 a.m. WEE 1 p.m. PS	9	10 Council Agenda 3 p.m.	11	12	13
14	15 President's Day City Holiday Council Committee Meetings Moved to 2/23	16	17 Council Briefing 9 a.m.	18	19	20
21	22 Council Committees 9 a.m. HHS 1 p.m. GPFM	23 Council Committees 9 a.m. QOL 1 p.m. TRNI	24 Council Agenda 9 a.m.	25	26	27
28						

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March 2021

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committees 9 a.m. ENVS 1 p.m. ECO	2 Council Committees 9 a.m. WEE 1 p.m. PS	3 Council Briefing 9 a.m.	4	5	6 National League of Cities Congressional City Conference
7 Daylight Saving Time Begins 2 a.m. National League of Cities Congressional City Conference	8 Council Recess National League of Cities Congressional City Conference Council Committee Meetings Moved to 3/2	9 Council Recess National League of Cities Congressional City Conference	10 Council Recess	11 Council Recess	12 Council Recess	13
14	15 Council Recess Council Committee Meetings Moved to 3/23	16 Council Recess	17 Council Recess	18 Council Recess	19 Council Recess	20
21	22 Council Committees 9 a.m. HHS 1 p.m. GPFM	23 Council Committees 9 a.m. QOL 1 p.m. TRNI	24 Council Agenda 3 p.m. Budget Public Hearing	25	26	27 Passover
28	29 Fifth Monday – No Council Committee Meetings	30	31 Fifth Wednesday – No City Council Meeting			

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April 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 Easter	5 Council Committees 9 a.m. ENVS 1 p.m. ECO	6	7 Council Briefing 9 a.m.	8	9	10
11	12 Council Committees 9 a.m. WEE 1 p.m. PS	13 Ramadan Begins	14 Council Agenda 3 p.m.	15	16	17
18	19 Council Committees 9 a.m. QOL 1 p.m. TRNI	20	21 Council Briefing 9 a.m.	22	23	24
25	26 Council Committees 9 a.m. HHS 1 p.m. GPFM	27	28 Council Agenda 9 a.m.	29	30	

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May 2021

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 General Election
2	3 Council Committees 9 a.m. ENVS 1 p.m. ECO	4	5 Council Briefing 9 a.m. Budget Workshop	6	7	8
9	10 Council Committees 9 a.m. WEE 1 p.m. PS	11	12 Council Agenda 3 p.m.	13 End of Ramadan Eid al-Fir	14	15 End of Eid al-Fitr
16	17 Council Committees 9 a.m. QOL 1 p.m. TRNI	18	19 Council Briefing 9 a.m.	20	21	22
23	24 Council Committees 9 a.m. HHS 1 p.m. GPFM	25	26 Council Agenda 9 a.m. Budget Public Hearing	27	28	29
30	31 Memorial Day City Holiday					

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June 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Council Briefing 9 a.m.	3	4	5 Runoff Election
6	7 Council Committees 9 a.m. ENVS 1 p.m. ECO	8 Council Committees 9 a.m. WEE 1 p.m. PS	9 Council Agenda 3 p.m.	10	11 U.S. Conference of Mayors 88th Annual Meeting (Rescheduled from 2020)	12 U.S. Conference of Mayors 88th Annual Meeting (Rescheduled from 2020)
13 U.S. Conference of Mayors 88th Annual Meeting	14 Inauguration Special Called City Council Meeting Council Committee Meetings Moved to 6/8	15	16 Council Briefing 9 a.m. Budget Workshop	17	18	19 Juneteenth
20	21 Council Committees 9 a.m. QOL 1 p.m. TRNI	22 Council Committees 9 a.m. HHS 1 p.m. GPFM	23 Council Agenda 9 a.m.	24	25	26
27	28 Council Committee Meetings Moved to 6/22	29	30 Fifth Wednesday – No City Council Meeting			

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July 2021

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Council Recess	2 Council Recess	3
4 Independence Day	5 Council Recess City Holiday Independence Day Observance	6 Council Recess	7 Council Recess	8 Council Recess	9 Council Recess	10
11	12 Council Recess	13 Council Recess	14 Council Recess	15 Council Recess Semiannual Campaign Finance Report Due	16 Council Recess	17
18	19 Council Recess	20 Council Recess	21 Council Recess	22 Council Recess	23 Council Recess	24
25	26 Council Recess	27 Council Recess	28 Council Recess	29 Council Recess	30 Council Recess	31

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August 2021

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1	2 Council Committees 9 a.m. ENVS 1 p.m. ECO	3	4 Council Briefing 9 a.m.	5	6	7
8	9 Council Committees 9 a.m. WEE 1 p.m. PS	10 Budget Workshop: City Manager's Recommended Budget	11 Council Agenda 3 p.m.	12 Budget Town Hall Meetings Begin	13	14
15	16 Council Committees 9 a.m. QOL 1 p.m. TRNI	17	18 Council Briefing 9 a.m. Budget Workshop	19	20	21
22	23 Council Committees 9 a.m. HHS 1 p.m. GPFM	24	25 Council Agenda 9 a.m. Budget Public Hearing	26 Budget Town Hall Meetings End	27	28
29	30 Fifth Monday – No Council Committee Meetings	31				

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September 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m. Budget Workshop: Consider Amendments	2	3	4
5	6 Council Committee Meetings Moved to 9/13 Labor Day/Cesar E. Chavez Day City Holiday Rosh Hashana at Sundown	7 Council Committee Meetings Moved to 9/21	8 Rosh Hashana Council Agenda Meeting Moved to 9/9 at 9 a.m.	9 Council Agenda 9 a.m. Adopt Budget on First Reading	10	11
12	13 Council Committees 9 a.m. WEE 1 p.m. PS	14 Council Briefing 9 a.m. Budget Workshop: Consider Amendments, if necessary	15 Yom Kippur Council Briefing Meeting Moved to 9/14	16 Yom Kippur	17	18
19	20 Council Committees 9 a.m. QOL 1 p.m. TRNI	21 Council Committees 9 a.m. ENVS 1 p.m. ECO	22 Council Agenda 9 a.m. Adopt Budget on Second Reading, Adopt Tax Rate and Approve Other Budget Related Items	23 Council Committees 9 a.m. HHS 1 p.m. GPFM	24	25
26	27 Council Committee Meetings Moved to 9/23	28	29 Fifth Wednesday – No City Council Meeting	30		

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October 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 FY 2021-22 Begins	2
3	4 Council Committees 9 a.m. ENVS 1 p.m. ECO	5 Council Briefing 9 a.m.	6 Council Briefing Meeting Moved to 10/5 Texas Municipal League Annual Conference	7 Texas Municipal League Annual Conference	8 Texas Municipal League Annual Conference	9
10	11 Council Committees 9 a.m. WEE 1 p.m. PS	12	13 Council Agenda 3 p.m.	14	15	16
17	18 Council Committees 9 a.m. QOL 1 p.m. TRNI	19	20 Council Briefing 9 a.m.	21	22	23
24	25 Council Committees 9 a.m. HHS 1 p.m. GPFM	26	27 Council Agenda 9 a.m.	28	29	30
31						

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November 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committees 9 a.m. ENVS 1 p.m. ECO	2	3 Council Briefing 9 a.m.	4	5	6
7 Daylight Saving Time Ends 2 a.m.	8 Council Committees 9 a.m. WEE 1 p.m. PS	9 Council Committees 9 a.m. HHS 1 p.m. GPFM	10 Council Agenda 3 p.m.	11	12	13
14	15 Council Committees 9 a.m. QOL 1 p.m. TRNI	16 Council Briefing 9 a.m.	17 Council Briefing Moved to 11/16 National League of Cities City Summit	18 National League of Cities City Summit	19 National League of Cities City Summit	20 National League of Cities City Summit
21	22 Council Committees moved to 11/9	23	24 Council Agenda Meeting Canceled	25 Thanksgiving Day City Holiday	26 Day after Thanksgiving City Holiday	27
28	29 Hanukkah begins Fifth Monday – No Council Committee Meetings	30				

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December 2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m.	2	3	4
5	6 Hanukkah ends Council Committee Meetings Moved to 12/7	7 Council Committees 9 a.m. ENVS 1 p.m. ECO 3 p.m. TRNI	8 Council Agenda 3 p.m.	9	10	11
12	13 Council Committees 9 a.m. WEE 1 p.m. PS 3 p.m. QOL	14 Council Committees 9 a.m. HHS 1 p.m. GPFM	15 Council Briefing 9 a.m.	16	17	18
19	20 Council Committee Meetings Moved to 12/7 (TRNI) & 12/13 (QOL) at 3 p.m.	21	22 Council Agenda Meeting Canceled	23	24 Christmas Day Observance City Holiday	25 Christmas Day
26	27 Council Committee Meetings Moved to 12/14	28	29 Fifth Wednesday – No Council Meetings	30	31 New Years Day Observance City Holiday	

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Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **2021 Point-In-Time Count of Persons Experiencing Homelessness**

Metro Dallas Homeless Alliance (MDHA), the lead agency for the homeless response system in Dallas and Collin Counties, recently informed the City of Dallas of changes being made to the 2021 Point-In-Time (PIT) count of persons experiencing homelessness. As you know, the US Department of Housing and Urban Development (HUD) requires that the count be completed in January of each year. MDHA, as the lead agency of the Continuum of Care (COC), is responsible for planning and organizing the event and reporting the results to HUD.

Due to the COVID-19 pandemic, HUD asked COCs to develop a plan to conduct the count while also reducing face-to-face interaction between individuals and decreasing the number of individuals working in close physical contact with persons experiencing homelessness. After conferring with the Dallas and Collin County Health Departments, MDHA decided to proceed with the count as follows:

- Conduct the count over a two-week period beginning February 18 and ending on March 3, 2021
- Utilize existing trained street outreach teams, not volunteers
- Partner with the County health departments to provide PPE and rapid COVID-19 tests to ensure street outreach workers remain safe and healthy, should vaccines not be available to them prior to count
- Work closely with the MDHA Street Outreach Committee to ensure full coverage in both counties
- Partner with departments across Dallas and Collin Counties and utilize encampment tracking data sets (such as the City of Dallas 3-1-1 system) to help MDHA identify locations where unsheltered individuals are residing
- Partner with corporate, faith, and community partners to obtain PPE and welcome kits

In the past, City Council members, city staff and residents have volunteered for the annual count. Due to the focus of this year's count being on trained street outreach staff, the Office of Homeless Solutions has identified opportunities for the City Council and the community to support this event. Street Outreach team members, including the Office of Homeless Solutions, will be counting across the City over the two-week period and would appreciate and use support with lunch, snacks, and beverages. In addition, items are needed for the welcome kits being distributed to our neighbors experiencing homelessness.

DATE January 8, 2021
SUBJECT **2021 Point-In-Time Count of Persons Experiencing Homelessness**

If you would like to help sponsor this event through the donation of items to MDHA, please contact Gloria Sandoval (gloria.sandoval@dallascityhall.com). Results of the 2021 count will be shared by MDHA on a date yet to be determined.

If you have any questions, please contact me or Kevin Oden, Interim Director of the Office of Homeless Solutions



Kimberly Bizzor Tolbert
Chief of Staff

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Liz Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **DPD Active Bystandership in Law Enforcement Training Program Update**

On January 13, 2021, City Council will consider draft agenda item #41, which authorizes an Interlocal Agreement between University of North Texas at Dallas and the Dallas Police Department through the Caruth Police Institute at the University of North Texas at Dallas to provide strategic planning, technical assistance, training, policy development, and guidance for the implementation of Active Bystandership in Law Enforcement (ABLE) at the Dallas Police Department for the period of February 1, 2021 through December 31, 2024. Considering this, DPD wanted to provide the City Council an update and overview of actions taken to date.

As part of the FY-21 Budget, the Dallas Police Department received funding to provide Active Bystandership in Law Enforcement, also known as ABLE, training for all employees of the Dallas Police Department. Project ABLE is a nationally coordinated initiative from the Georgetown Innovative Policing Program which seeks to improve the cultures of law enforcement agencies by providing officers with techniques designed to prevent harm and promote peer intervention prior to misconduct occurring. The ABLE Program aims to avoid police mistakes, prevent misconduct, and promote officer health and wellness.

On September 14, 2020, the Public Safety Committee was briefed on the ABLE Program by BJ Wagner, the Executive Director of the Caruth Police Institute. In October of 2020, the Dallas Police Department submitted its formal application into the ABLE Program. As part of the application, DPD obtained letters of support for the program from the National Association for the Advancement of Colored People (NAACP), League of United Latin American Citizens (LULAC) Council #100, and the Caruth Police Institute (CPI).

The Dallas Police Department recently instituted an Anti-Retaliation General Order and established peer intervention as a possible mitigating factor to be considered by commanders when issuing corrective action to employees. These two general orders are requirements for the ABLE Program and were modeled after guidelines recommended by the International Association of Chiefs of Police (IACP).

On December 31, 2020, the Dallas Police Department received formal notification of acceptance into the ABLE Program. In conjunction with the Caruth Police Institute, the Department will begin identifying internal and external instructors to attend Train the Trainer Sessions with a full Departmental roll out to begin shortly thereafter. DPD will work closely with CPI to host training sessions on all three shifts in order to minimize

DATE January 8, 2021

SUBJECT **DPD Active Bystandership in Law Enforcement Training Program Update**

overtime costs and to limit the impact to patrol operations. All DPD employees are expected to have completed this training 18 months after all trainers have received their certifications.

Participation in this innovative program will complement the actions that have been implemented from the *One Dallas: R.E.A.L. Change* plan. The Dallas Police Department is committed to policing that is **R**esponsible, **E**quitable, **A**ccountable, and **L**egitimate. The implementation of the ABLE Program represents a major goal in FY2021.

R.E.A.L. Change alongside the ABLE Program will foster improved relationships with the community and strengthen the Dallas Police Department. ABLE will drive the catalyst for the innovative changes occurring in the City of Dallas and the Dallas Police Department.

Should you have any additional questions, please contact me or Interim Chief of Police Lonzo Anderson. Thank you.



Jon Fortune
Assistant City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
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CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Agenda Item #PH2 January 13, 2021 – Fill Permit 20-04 – 5850 W Davis Street, Dallas, TX 75211; Applicant: Halff Associates, Inc.**

The purpose of this memo is to share information regarding the environmental impact and the public acquisition report for fill permits. Fill Permit 20-04, located at 5850 W Davis Street, involves the reclamation of 7.89 acres of the current 14.65 acres of floodplain on this property on Stream 8C1 (Tributary to Mountain Creek) for the development of two commercial building with parking.

A neighborhood meeting was held virtually on November 18, 2020 and has been posted on the City of Dallas website; two citizens from the area attended. There has been no objection to this permit.

An environmental impact study was performed for this fill permit. Since there is no impact to wetlands or waters of the United States, permitting under Section 404 of the Clean Water Act is not required.

Park and Recreation and the Department of Sustainable Development and Construction reviewed the application for public acquisition. Neither department objected to the proposed fill permits.

This application meets the engineering requirements outlined in the Dallas Development Code, Section 51A-5.105(h), floodplain regulations; as such, it is recommended that the City Council approve the fill permit application. Alternatively, the City Council may resolve to acquire the property under the laws of eminent domain and may then deny the application.

Please let me know if you need additional information.

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

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

c: T.C. Broadnax, City Manager
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
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CITY OF DALLAS

DATE January 8, 2021

TO The Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item on January 13, 2021: Amendment to Chapter 380 Grant Agreement with Chime Solutions, Inc.**

On January 4, 2021, the Economic Development Committee was briefed on a proposed amendment to the Chapter 380 Grant Agreement with Chime Solutions, Inc.

As such, in advance of the January 13, 2021 City Council meeting, staff wanted to ensure that the Mayor and all Members of City Council have the same information that was provided to the Economic Development Committee.

In May 2019, City Council approved Resolution No. 19-0827, authorizing a Chapter 380 Grant Agreement with Chime in an amount not to exceed \$2 million (payable in two equal installments of \$1 million each) to support Chime's establishment and operation of a new business process outsourcing center ("BPO") within Red Bird Mall located at 3662 W. Camp Wisdom Road.

In December 2019, Grant Installment #1 in the amount of \$1 million was disbursed to Chime upon Chime's successful performance of the following conditions: executing a lease for a minimum 50,000 square feet for the Red Bird BPO with a minimum 7-year term; making a minimum investment of \$2.2 million in business personal property (furniture, fixtures, machinery & equipment) at the Red Bird BPO; obtaining a final certificate of occupancy for a minimum 50,000 square feet for the Red Bird BPO; creating a minimum 500 net new full-time equivalents ("FTEs") based at the Red Bird BPO with a minimum starting wage of \$14.00/hour (and a benefits package including medical, prescription, dental, vision, life insurance, and disability) and with a minimum 35% of the 500 new FTEs being residents of the city of Dallas; hosting a minimum of three job recruitment events targeting city of Dallas residents and also coordinating with Workforce Solutions Greater Dallas to promote the job opportunities to residents of the City of Dallas; providing workforce development training for at least 400 of the new 500 FTEs and documenting that a minimum of \$1 million in costs were incurred for that purpose.

During 2020, Chime continued to grow, reaching 1,000 newly created FTEs. However, with the COVID-19 pandemic, nearly all of the Red Bird-based employees have been working from home.

Now, due to the uncertainties regarding work-from-home conditions and future office space needs, Chime is requesting to amend two of the conditions required to earn Grant Installment #2 (\$1 million) as follows:

DATE January 8, 2021

SUBJECT **Amendment to Chapter 380 Grant Agreement with Chime Solutions, Inc.**

- Delete the requirement that Chime execute a right of first refusal to lease an additional 30,000 square feet within Red Bird Mall with a minimum 5-year term by June 30, 2022 and delete the associated requirement that Chime obtain a final certificate of occupancy for the additional minimum 30,000 square feet within Red Bird mall by June 30, 2022.
- Delete the requirement that Chime make an additional investment of at least \$2.2 million in business personal property (furniture, fixtures, machinery & equipment) at Red Bird Mall by June 30, 2022.

In consideration of the requested changes above, Chime is committing to increase the job creation requirement for Grant Installment #2 by 200 FTEs from an additional minimum 500 new FTEs to an additional minimum 700 new FTEs (for a cumulative minimum total of 1,200 FTEs) by June 30, 2022.

Additionally, Chime is in pursuit of new service contracts with Dallas-area corporations and is requesting the City of Dallas to increase the total amount of the grant agreement by \$500,000 by adding a third grant installment (“Grant Installment #3”) to help offset the cost of training new Red Bird-based employees that Chime hires as a result of executing new service contracts.

Staff has negotiated that Grant Installment #3 in an amount not to exceed \$500,000 shall be paid when the following key conditions are satisfied:

- Chime shall continue to remain in compliance with all conditions of Grant Installment #1 and Grant Installment #2 (as amended).
- Chime shall create an additional minimum 250 new FTEs (for a cumulative minimum total of 1,450 FTEs) by December 31, 2023.
- The additional 250 new FTEs shall have a minimum starting wage of \$14.00/hour and shall include a benefits package. Benefits package shall include medical, prescription, dental, vision, life insurance, and disability.
- A minimum 35% of the additional 250 new FTEs shall be residents of the city of Dallas.
- By December 31, 2023, Chime shall host a minimum of two additional job recruitment events targeting city of Dallas residents. Chime shall also coordinate with Workforce Solutions Greater Dallas to promote the job opportunities to residents of the city of Dallas. Chime shall also use best efforts to hire veterans, re-entry candidates, and other hard-to-place job applicants.

DATE January 8, 2021

SUBJECT **Amendment to Chapter 380 Grant Agreement with Chime Solutions, Inc.**

- By December 31, 2023, Chime shall provide workforce development training for at least 200 of the additional 250 new FTEs and shall document that an additional minimum of \$500,000 in costs have been incurred for that purpose.

Incorporated in 2013, Chime is an outsourced human resources company that operates a business process outsourcing center (commonly called a customer contact center or call center). Chime provides services that support several Fortune 500 corporate clients in a range of industries including financial services, insurance, health care, and telecommunications sectors. Chime is headquartered in Morrow, Georgia, ten miles outside of Atlanta, in Southlake Mall. Prior to Chime's establishment of their business process outsourcing center, Southlake Mall had been a struggling mall very similar to Red Bird mall. Chime is a privately owned and certified minority and woman-owned business.

Chime's services can be considered "back office" functions in three general categories: (1) customer care (e.g. account and billing support; appointment setting; insurance policy support; benefits administration; healthcare exchange support; technical support; help desk; multilingual support), (2) seasonal support (e.g. open enrollment; retail support; new product launches; tax season support; contingency support; crisis management rapid response), and (3) business process outsourcing (e.g. email; webchat; SMS; online verification; quality assurance; data collection; social media; mail fulfillment).

Chime's President and Chief Executive Officer is Mark Wilson. Mr. Wilson is an entrepreneur with more than 25 years of experience in the business information services industry. He has held senior-level sales and operations management positions with Dun & Bradstreet, ABF Freight Systems, and Whirlpool Corporation. In 2001, Mr. Wilson established RYLA Teleservices Inc., a nationally-recognized customer support and contact center that grew from one employee to more than 3,000 and over \$100 million in revenues. Mr. Wilson sold RYLA Teleservices Inc. in 2010. In 2012, Mr. Wilson acquired eVerifile, a contractor screening company, and then established eVerifile CS, a subsidiary focused on BPO services. In 2016, Mr. Wilson merged the company with Chime. Mr. Wilson has been recognized with several awards, including Ernst & Young's Entrepreneur of the Year Award® in 2010; TiE Atlanta's Entrepreneur of the Year in 2010; Hall of Fame at the Coles College of Business at Kennesaw State University in 2014; and Atlanta Business Chronicle's Small Business Person of the Year in 2017.

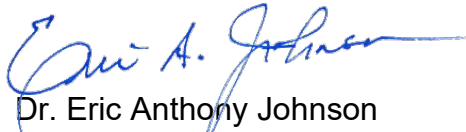
Chime puts significant emphasis on company culture with their "Total Life" Program, an employee-first approach designed to provide the proper tools and resources needed to help employees succeed outside of the workplace. Within the Total Life Program, Chime offers development courses and wellness programs designed to enhance all aspects of employee's lives, including: financial aptitude and credit repair seminars; home ownership/home buying workshops; car buying assistance; physical health; mental health; personalized workouts (on-site); mindfulness lunch and learns; and flexibility with personal appointments, family illness, etc.

DATE January 8, 2021
SUBJECT **Amendment to Chapter 380 Grant Agreement with Chime Solutions, Inc.**

In the context of the City's Market Value Analysis, the project is located in a non-residential tract and is generally surrounded by residential market types E, F, and G. Market types E, F, and G reflect middle to lower-middle residential real estate markets. The project provides stable and accessible middle-skilled employment opportunities to the surrounding residential market areas. The project is also located in a Redevelopment Area as designated in the City's Comprehensive Housing Policy.

Pursuant to the City's Public/Private Partnership Program ("P/PPP") Guidelines and Criteria (effective for the period December 31, 2020 through June 30, 2021), the project is located in a Target Area. With Chime's commitment to create an additional 250 new jobs for Grant Installment #3, the project meets minimum eligibility criteria requirements of the P/PPP Guidelines and Criteria for a Target Area.

Should you have any questions, please contact Kevin Spath, Assistant Director, Office of Economic Development at 214-670-1691.



Dr. Eric Anthony Johnson
Chief of Economic Development & Neighborhood Services

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Joppa Neighborhood Service Plan – Upcoming Agenda Items**

The Department of Transportation has two items scheduled for the January 13, 2021 City Council agenda for City Council consideration.

Agenda Item #20: Authorize the (1) acceptance of a grant from the United States Department of Transportation Federal Highway Administration through the Texas Department of Transportation (TxDOT) for the Congestion Mitigation and Air Quality Improvement Program (Agreement No. CSJ 0581-01-157, CFDA No. 20.205) in the amount of \$1,212,500.00 as federal and state share in the total project engineering cost of \$1,304,805.00 (includes \$1,212,500.00 in Federal and State reimbursement, Direct State Cost of \$37,500.00, and Indirect State \$54,805.00 participation) for costs related to the preparation of preliminary engineering (design schematic, environmental documents/public involvement), plans, specifications and estimates to allow for the construction of intersection improvements including regrading, repaving, and sidewalks at Carbondale Street and Great Trinity Forest Way in the City of Dallas; (2) establishment of appropriations in the amount of \$1,212,500.00 in the Carbondale Project Grant Fund; (3) receipt and deposit of funds in the amount of \$1,212,500.00 in the Carbondale Project Grant Fund; and (4) execution of the Local Project Advance Funding Agreement with TxDOT in a total approximate amount of \$1,304,805.00 and all terms, conditions, and documents required by the grant agreement – Total amount of \$1,212,500.00 - Financing: Texas Department of Transportation Grant Funds

Agenda Item #21: Authorize the (1) acceptance of a grant from the United States Department of Transportation Federal Highway Administration through the Texas Department of Transportation (TxDOT) for the Congestion Mitigation and Air Quality Improvement Program (Agreement No. CSJ 0918-47-310, CFDA No. 20.205) in the amount of \$1,225,000.00 as federal share in the total project cost of \$1,305,370.00 (includes Federal \$1,225,000.00, Direct State \$25,000.00 and Indirect State \$55,370.00 participation) for costs related to the preparation of preliminary engineering (design schematic, environmental documents/public involvement), plans, specifications and estimates to allow for the construction of shared use path on Linfield Road over Union Pacific Railroad Railroad Yard in the City of Dallas; (2) establishment of appropriations in the amount of \$1,225,000.00 in the Linfield Project Grant Fund; (3) receipt and deposit of funds in the amount of \$1,225,000.00 in the Linfield Project Grant Fund; and (4) execution of the Local Project Advance Funding Agreement with TxDOT in a total approximate amount of \$1,305,370.00 and all terms, conditions, and documents required by the grant agreement - Total amount of \$1,225,000.00 - Financing: Texas Department of Transportation Grant Funds

On October 13, 2020, City Council approved two resolutions (1) authorizing an agreement between the City of Dallas and Unpacific Railroad (UPRR) for the closure of the at-grade vehicular crossing at Linfield Road and the receipt and deposit of funds in the Linfield project fund in an

DATE January 8, 2021
SUBJECT **Joppa Neighborhood Service Plan – Upcoming Agenda Items**

amount not to exceed \$500,000 for the purposes of UPRR's contributions to address the impact of the pedestrian at-grade crossing, and (2) authorizing an Interlocal Agreement between the City of Dallas and Dallas Area Rapid Transit (DART) in an amount not to exceed \$500,000 to provide "on-demand" transportation services for the residents of the Joppa neighborhood for the period covering the design and construction of a new pedestrian bridge over the Union Pacific Railroad (UPRR) tracks that parallels the existing Linfield vehicular bridge. City Council was [briefed by memorandum](#) on October 2, 2020.

These actions will authorize a Local Transformation Project Advance Funding Agreement for the engineering and construction of the project utilizing a combination of Transportation Development Credits, contributions from UPRR, state, federal and regional funds associated with these projects.

The completion of these projects is vital to the City and its residents. The City's continued ability to source and receive these types of grants is a testament to City Council's leadership and due diligence by staff.

If you have any questions or need additional information, please contact Ghassan Khankarli, Interim Director of the Department of Transportation, at Ghassan.khankarli@dallascityhall.com.



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

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

Jon Fotune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for January 13, 2021 Council Agenda**

It is the mission of the Office of Economic Development Business and Workforce Inclusion division to ensure non-discriminatory practices and eliminate barriers while resourcing businesses to the next step in their business life cycle. The policy of the City of Dallas is to use certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's construction, procurement, and professional services contracts. For your information, staff is providing you with the summary below of M/WBE participation for the voting items scheduled for the January 13, 2021 City Council Agenda. The total contract award amount, consisting of 25 agenda items, is \$65.6M. **M/WBE is applicable to 18 of the 25 agenda items. For these items, construction and architecture and engineering items total \$42.2M with an overall M/WBE participation of \$13.9M or 32.96%, while goods and services items total \$19.0M with an overall M/WBE participation of \$17.4M or 91.14%.**

As a reminder, the NEW M/WBE goals are:

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

DALLAS FIRST

Below is a summary of local business for primes and subs as well as the workforce utilization for prime contractors. In addition to the local information provided below, you can find the local status for each prime contractor under the M/WBE information section of the agenda information sheet. Also, the local status for each prime contractor and the percentage of local workforce is included in the agenda information sheet.

Local Business

This agenda consists of 25 agenda items being awarded to multiple prime contractors and subcontractors. This agenda has a total of 44 M/WBE subcontractors. 14 or 31.82% of the M/WBE subcontractors are local. The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors.

Vendor	Local		Dallas County		Non-Local		Total
Prime	8	29.63%	3	11.11%	16	59.26%	27
M/WBE Sub	14	31.82%	19	43.18%	11	25.00%	44

Local Workforce

This agenda consists of 25 agenda items with a total of 27 prime contractors (some agenda items have multiple prime contractors). **18 prime contractors or 66.67% of prime contractors reported a local workforce composition greater than 20.00%.**

DATE January 8, 2021
SUBJECT **M/WBE Participation for January 13, 2021 Council Agenda**

2017 Bond Program – January 13, 2021 Council Agenda

Business and Workforce Inclusion continues to work diligently with the Bond Program Office to ensure, not only that the M/WBE goals are met, but to also include diverse teams on the bond program projects. This agenda includes five agenda items that are funded by 2017 bond funds. We are pleased to announce that four of these five items have 100.00% M/WBE participation. **These five items total \$5.2M with an overall M/WBE participation of \$5.1M or 99.57%.**

2017 Bond Program – Inception to Date

2017 Bond Program ITD consists of 260 items totaling \$461.5M with an overall M/WBE participation of \$204.5 or 44.31%.

Highlighted Items:

Dallas Love Field Entry Road Enhancements – Department of Aviation

Agenda Item No. 3 Authorize a construction services contract in the amount of \$13.1M to provide construction services for the Dallas Love Field Entry Road Enhancements Project. **This item includes participation from eight M/WBE vendors resulting in \$3.2M participation or 24.68% M/WBE participation on a 25.00% goal.**

Water and Wastewater Main Improvements – Water Utilities Department

Agenda Item No. 47 Authorize a construction services contract in the amount of \$11.4M for the installation of water and wastewater main improvements at 12 locations and water transmission main valve improvements at 27 locations. **This item includes participation from four M/WBE vendors resulting in \$3.8M participation or 33.45% M/WBE participation on a 25.00% goal.**

Grounds Maintenance Service Price Agreement – Water Utilities Department

Agenda Item No. 34 Authorize a three-year service price agreement in the amount of \$732K for grounds maintenance and xeriscaping for the Water Utilities Department. **This item includes participation from one M/WBE vendor resulting in \$368K participation or 50.00% M/WBE participation on a 23.80% goal.**

Please feel free to contact me if you have any questions or should you require additional information.



Zarin D. Gracey
Assistant Director
Office of Economic Development

- c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
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Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
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- Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item 26 – January 13, 2021 – Authorization of Housing Opportunities for Persons with AIDS (HOPWA) Grant Program Contracts for OHS**

In order to meet grant specific requirements, the Office of Homeless Solutions is bringing forward Agenda Item 26 for your review. The item will be considered on the January 13, 2021 City Council Agenda and, if approved, will not result in additional costs to the City. This action will ensure the much-needed renovation of housing operated by AIDS Services of Dallas and Supportive Housing Inc. Approval will authorize an extension in the time needed to spend Housing Opportunities for Persons with AIDS (HOPWA) Grant Program funds for structural and cosmetic repairs at four properties owned and operated by the grantee.

HOPWA funds assist grantees in meeting the housing needs of low-income persons with HIV/AIDS and HIV-related illness. On October 23, 2019, City Council authorized a loan agreement of \$300,000.00, to renovate four AIDS Services of Dallas/Supportive Housing Inc. properties (Ewing Center, Hillcrest House, Revlon Apartments, and Spencer Gardens). The planned renovation will include installation of water filtration systems at all four facilities; exterior paint, boiler replacement, and heating, ventilation, and air conditioning chiller repairs at Hillcrest House; and exterior paint, roof replacement, and exterior stairs and balcony repairs at Revlon Apartments.

The grantee began requesting bids for design and renovation work shortly after the loan agreement was executed on January 14, 2020. Less than two months later, the COVID-19 pandemic emergency reached our community and all work on this project was forced to immediately stop. While stay-at-home orders have relaxed, AIDS Services of Dallas has been slower to fully resume normal operations because of the enhanced risk COVID-19 poses for their residents. The group is once again requesting competitive bids and commitments from contractors but, due to the work stoppage, they lost valuable time and will not be able to meet the original deadline required in the loan agreement. They are requesting an extension of the original terms of the agreement in order to perform these necessary repairs.

If you have any questions, please contact me or Kevin Oden, Interim Director of the Office of Homeless Solutions

Kimberly Bizer Tolbert
Chief of Staff

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
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Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Liz Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Otis E. Banks Burial Fund**

In 1942, the Otis E. Banks Burial Fund (“the Fund”) was founded to assist Dallas Fire-Rescue (“DFR”) employees by providing burial benefits. The Fund is not a City of Dallas program and is not operated by the City of Dallas. Rather, the Fund is administered by DFR employees and retirees on a volunteer basis. Based on information I have received; the Fund is a tax exempt 501(c)(12) benevolent organization that allows DFR members to participate through voluntary payroll deductions. As I understand, the Fund has always required that members initiate participation while actively employed and can then continue participation after retirement through deductions from their pension payments.

However, it has recently come to our attention that several retirees were permitted to sign up for the Fund without having participated prior to retirement. Evidently, this renders them ineligible for the Fund, and administrators of the Fund are preparing to notify the affected retirees. The Fund will also be notifying the affected retirees that they will receive refunds from the Fund for any contributions made.

While the only involvement by the City of Dallas in the Fund has been the processing of voluntary payroll deductions, I did want to make you aware of this situation and the planned resolution. Should you have any additional questions, please contact Fire Chief Artis. Thank you.

A handwritten signature in black ink that reads "Jon Fortune".

Jon Fortune
Assistant City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Sales Tax Receipts**

The November 2020 sales tax receipts from the State Comptroller's Office are \$25,010,956, which represents a 6.7 percent decrease in total collections compared to the same reporting period last year, which was prior to the COVID-19 outbreak and the subsequent economic decline. Over the most recent 12 months, sales tax receipts have decreased by 3.8 percent.

Similar to last month, sales tax exceeded the projected monthly budget by 12 percent.

- November 2019 actual \$26,805,867
- November 2020 budget \$22,339,564
- November 2020 actual \$25,010,956

November's receipts represent the second month of FY 2020-21 collections. We will continue to monitor our sales tax receipts and provide additional information as it becomes available.

Thank you for your support. Please contact me with any questions

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

cc: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billieae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

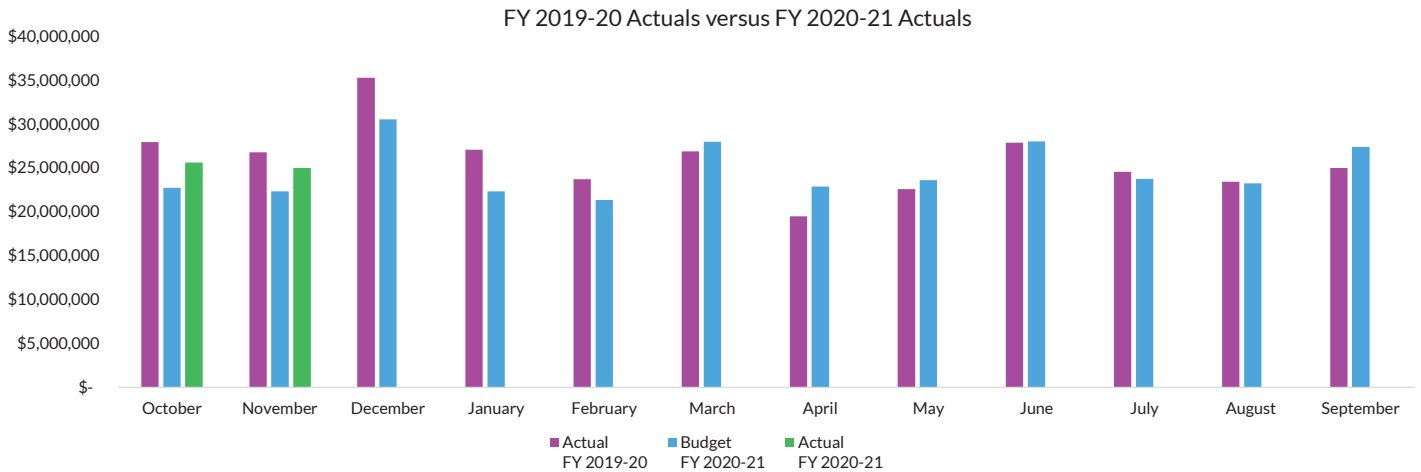
Majed A. Al-Ghafry, Assistant City Manager
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Sales Tax

as of November 2020

Month	Actual FY 2019-20	Budget FY 2020-21	Actual FY 2020-21	YTD Variance FY 2020- 21 Actuals versus FY 2019-20 Actuals (\$)	YTD Variance FY 2020- 21 Actuals versus FY 2019-20 Actuals (%)	FY 2020-21 Actuals versus Budget (\$)	FY 2020-21 Actuals versus Budget (%)
October	\$ 27,942,608	\$ 22,757,735	\$ 25,607,902	\$ (2,334,706)	-8.4%	\$ 2,850,167	12.5%
November	\$ 26,805,867	\$ 22,339,564	\$ 25,010,956	\$ (1,794,911)	-6.7%	\$ 2,671,392	12.0%
December	\$ 35,274,527	\$ 30,546,181					
January	\$ 27,074,542	\$ 22,334,940					
February	\$ 23,738,211	\$ 21,368,002					
March	\$ 26,900,241	\$ 27,992,061					
April	\$ 19,483,347	\$ 22,902,432					
May	\$ 22,615,759	\$ 23,621,251					
June	\$ 27,891,265	\$ 28,031,574					
July	\$ 24,568,195	\$ 23,753,049					
August	\$ 23,433,307	\$ 23,262,607					
September	\$ 25,009,630 ¹	\$ 27,414,969					
Total	\$ 310,737,499	\$ 296,324,365	\$ 50,618,858	\$ (4,129,617)	-7.5%	\$ 5,521,559	12.2%

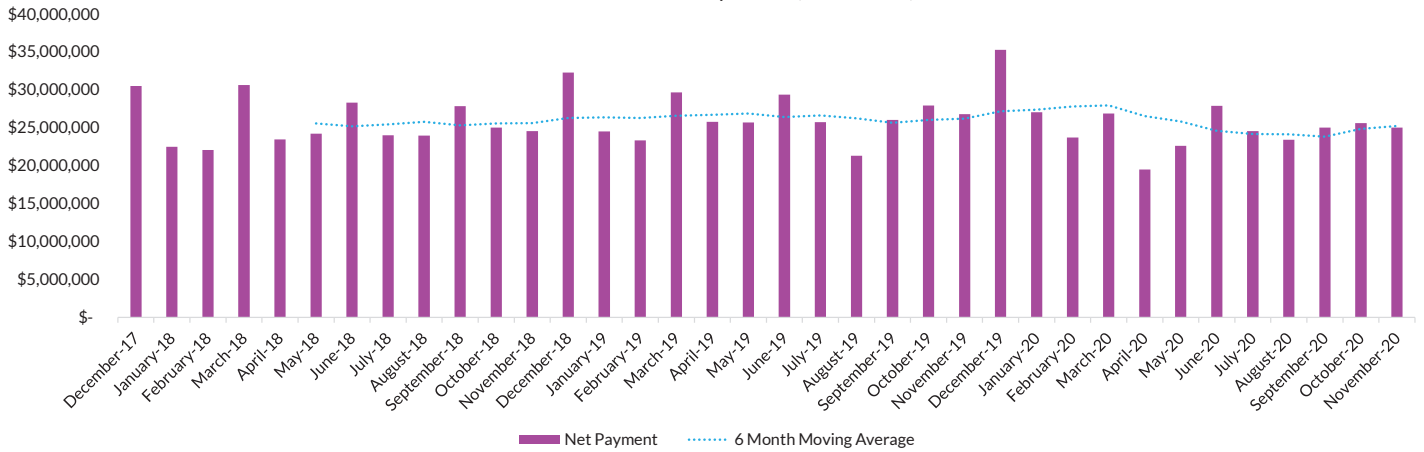
¹ FY 2019-20 revenue reduced due to a one-time repayment to the State of \$3,393,027.



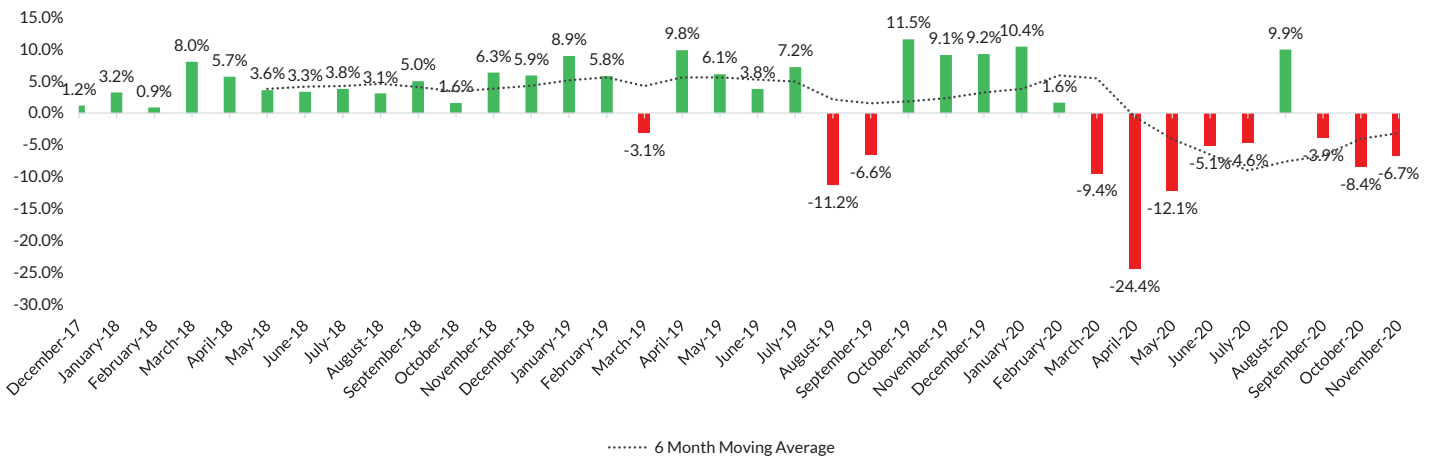
Sales Tax

as of November 2020

Sales Tax Net Payments (36 Months)



Sales Tax Net Payments - Year over Year Change (%)



Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – January 7, 2021**

New Updates

[City Manager's Corner](#)

As a new section in the TCB, the City Manager will be recognizing an employee of the week or a good news story going forward. We want to recognize our hard-working employees and show them appreciation for going above and beyond their job description. If you have an outstanding employee or have heard a good news story, please let us know! You can send information over to the Assistant to the City Manager and Chief of Staff, Victoria Moe at victoria.moe@dallascityhall.com.

[Late Council Meetings](#)

As a reminder, the adopted calendar reflects the Rules of Procedure time of 3:00 p.m. for City Council Agenda Meetings held the second Wednesday of each month. During the current and ongoing emergency ordinance, all City Council meetings will be held at 9:00 a.m., including those meetings on the second Wednesday of each month. The City Council requested that the meeting times be revisited after the declaration of disaster terminates or expires. Should you have questions please contact, Carrie Prysock, Director of the Mayor and City Council Office.

[Mayor and City Council Office Staff Annual Ethics Training – Jan. 15, 2021](#)

The Mayor and City Council Office staff will participate in their annual ethics training with the City Attorney's Office on Friday, January 15, 2021. The training will cover several topics, including but not limited to, the City's Code of Ethics, gift policy, state law regarding political activity, and proper use of City property and resources. Should you have any questions, please contact Carrie Rogers, Director of the Mayor and City Council Office, at 214.670.5682 or carrie.prysock@dallascityhall.com.

[COVID-19 Vaccine update](#)

City of Dallas has effectively administered all 2,000 vaccines allocated by the State, bringing a close to the first-round administration efforts at the Kay Bailey Hutchison Convention Center. Once more vaccines become available, the Office of Emergency Management will use a parking garage at KBHCCD for limited drive-thru COVID-19 vaccinations.

Given the limited availability of COVID-19 vaccines and uncertainty about when or how many more doses may be available, at this time, **the City's vaccine distribution is not open to the public** and members of **the public should not visit KBHCCD to receive a vaccine**. Please share with your constituents the attached social media graphics and sample text below in English and Spanish.

DATE January 8, 2021

SUBJECT **Taking Care of Business – January 7, 2021**

Sample text:

- #COVID19 vaccines in Texas are limited; continue to wear a mask, avoid crowds and #StayOnGuard. Dallas residents can visit dallascityhall.com/covid19 to find vaccine registration information & updates when more vaccines become available.
- Las vacunas contra #COVID19 en Texas son limitadas. Usa mascarilla, evita masas y sigue #EnGuardiaDallas. Si resides en Dallas visita dallascityhall.com/covid19 para más información sobre la inscripción para recibir la vacuna y disponibilidad.

Should you have any Questions, please contact Rocky Vaz, Director for the Office of Emergency Management.

[MLK Week 2021](#)

The 39th annual City of Dallas Dr. Martin Luther King, Jr. Celebration kicks off Friday, January 15. The theme for the week is “The Fierce Urgency of Now” and the week will feature the MLK Job Fair, hosted by OCC and Office of Economic Development in partnership with Workforce Solutions of Greater Dallas, the MLK Youth Summit, hosted by the City’s Youth Commission, the MLK Equity Summit, hosted by the Office of Equity and Inclusion, and culminate with the annual MLK Scholarships and Awards Gala, which will this year will be virtual. Attached is the MLK Week events schedule and sharable social media graphics. You can also visit the MLK Center website for more information on MLK Week and events - <https://dallasmlkcenter.com/mlk-celebration-week/>. Should you have any questions, please contact Jessica Galleshaw Director for Office of Community Care.

[DAS Celebrates Fiscal Year 2020 with a Year End Video](#)

Despite the many challenges brought on by the COVID-19 pandemic in 2020, DAS took a few moments to celebrate all that has been accomplished this past Fiscal Year with the Dallas90 community. With the help of supporters, DAS was able to save the lives of 21,275 dogs and cats and exceeded a 90% live release rate for the first time in history. [Click here to watch the DAS Year End Celebration Video.](#)

[Office of Environmental Quality and Sustainability Director Recruitment Update](#)

The City’s national search for the Office of Environmental Quality and Sustainability director position is underway. Initial interviews for candidates will be on January 14, 2021, with internal interviewers as well as community panels comprised of various stakeholders and members of the ENVIS Task Force. Final candidate interviews with the City Manager and Executive Leadership Team are targeted for January 28, 2021. The selected candidate will have a targeted start date of February 19, 2021. Should you require additional information, please reach out to Chief of Equity and Inclusion Liz Cedillo-Pereira

DATE January 8, 2021
SUBJECT **Taking Care of Business – January 7, 2021**

[City Awarded \\$4M Transportation Grant](#)

The City of Dallas Transportation Department has been awarded \$4 million for an Advanced Transportation and Congestion Management Technologies Deployment grant. The grant, written and submitted by the Office of Government Affairs (OGA) in conjunction with the Transportation department and our partners, will be used to optimize the SM Wright corridor for connected vehicles and more efficient freight delivery by funding traffic signal improvements and connectivity, smart transit shelters, air quality sensors, broadband communications, and bicycle and pedestrian improvements. The City of Dallas will work directly with key partners including the North Central Texas Council of Governments (NCTCOG), industry partners such as Kapsch USA and Ericsson, and the Texas A&M University Transportation Institute (TTI) to reach the goals and objectives of the grant. For more information contact Ghassan Khankarli at 214-671-8451 or ghassan.khankarli@dallascityhall.com.

[Building Permit Process/ProjectDox Trainings – January 2021](#)

The Sustainable Development and Construction (SDC) Department will host three virtual training sessions (English) for contractors and interested parties in January. The virtual trainings will be held from 2:00 – 4:00 p.m. on January 13, January 21 and January 27. Individuals can register online [here](#). As per their practice, SDC will work with the Regional Hispanic Contractors Association on an additional bilingual training session, which they will help promote through their channels as well. We will also have a bilingual BI representative monitoring to help if any Spanish-language questions are presented in the chat channel. Should you have any questions, please contact Kris Sweckard, Director of the Department of Sustainable Development and Construction.

[Equity Indicators Symposium](#)

The Office of Equity and Inclusion in partnership with Communities Foundation of Texas will host the 2nd Annual Equity Indicators Symposium - *Building an Equitable and Inclusive Bounce Back*. The virtual symposium will be centered around the Equity Indicators report and consist of three panels: Business Strategies that Promote Equity, Moving Racial Equity Forward in Dallas, and A Blueprint for an Equitable Bounce Back. The event is scheduled to take place on Friday, January 22, 2021, from 8:30 am – 12:00 pm as part of the Dr. Martin Luther King, Jr. Celebration Week. Should you have any questions, please contact Chief of Equity and Inclusion, Liz Cedillo-Pereira.

[Translation Service Request 311 Salesforce Tool](#)

COM's virtual language access center partnered with the 311 Configuration Team to develop and implement a Salesforce tool that was launched in December 2020 to create a Service Request (SR) ticketing system for written translation requests. Service Requests (SRs) created through the new 311 Salesforce tool will allow all departments City-wide to request written translation of documents and messages. The system will then route, track, and monitor all SRs. COM will also be able to generate translation usage reports. COM will be the first trained and tested to create SRs for each department's translation needs. Please reach out to your PIO liaison to request a translation allowing at least one business day per page of text in Microsoft Word. Other departmental

DATE January 8, 2021
SUBJECT **Taking Care of Business – January 7, 2021**

representatives wishing to be trained and tested to use the translation SR tool should contact COM director Catherine Cuellar.

[DAS Receives \\$50,000 Grant from American Society for the Prevention of Cruelty to Animals](#)

DAS is thrilled to have received its first grant from American Society for the Prevention of Cruelty to Animals (ASPCA) since 2014. This funding opportunity was created in response to the ongoing COVID-19 pandemic, which has strained the resources of animal shelters across the country. The \$50,000 in funding will be used to feed animals in DAS' care, including pets with special dietary needs such as neonatal kittens and senior pets. This item will be included on the January 13th City Council agenda. Should you have questions, please contact Ed Jamison, Director of Dallas Animal Services.

[New Procurement Opportunities](#)

The Office of Procurement Services (OPS) is excited to announce the following new contract opportunities. More information can be found on the City's [electronic bid portal](#):

Opportunity No.	Opportunity Name
CIZ1959	Dallas Airport System Pre-Qualified Architectural and Engineering Consulting Services, by Department of Aviation
CIZ1960	TRN Signal Construction – Group 7, by Department of Transportation
CIZ1961	TRN Signal Construction – Group 8, by Department of Transportation
CIZ1962	TRN Signal Reconstruction – Walnut Hill and White Rock Trail, by Department of Transportation
BS21-00014927	Fair Park Multimedia Center
BR21-00015363	Emergency Solution Grant– Homelessness Prevention, Short Term Rental Assistance Program

For citywide opportunities for the current quarter, we invite you to review the [Procurement Quarterly](#), published on the OPS [website](#).

Please be advised that once an opportunity is advertised, it is considered an open procurement until the City Council awards the contract. The Code of Ethics prohibits communication between councilmembers and vendors/ suppliers on open procurements. Should you have any questions, please contact Chhunny Chhean, Director of Procurement Services.

Look Ahead

[City Council Briefings](#)

January 20, 2021

- TBD

February 3, 2021

- Coronavirus Relief Fund Update

[Media Inquiries](#)

DATE January 8, 2021
SUBJECT **Taking Care of Business – January 7, 2021**

As of December 15, 2020, the City has received media requests from various news outlets regarding the following topics:

- Rental assistance provided by stimulus bill
- CARES Act funding
- Code citations
- DFR Begins First Responder Vaccination Efforts
- WFAA Inquires About Video of Woman After Alleged Assault by DFR Member
- DFR Engine Struck While on Scene of Major Accident
- Overnight Storms Cause Spike in Major Accident Responses
- Fox 4 Inquiries About Whether DFR Will Administer Tier 1B Group Vaccinations
- Day 1 Update on First Responder Vaccination Efforts
- A DFR Engine Struck for the Second Consecutive Day While on the Scene of Major Accident
- DFR and DPD Rescue Woman from SUV After Crashing into Creek
- Day 2 Update on First Responder Vaccination Efforts
- DFR Monitoring Locations for Capacity Compliance on NYE
- Fire at Northeast Dallas Condominium Complex Yields 4-Alarm Response
- Day 3 Update on First Responder Vaccination Efforts
- Day 4 Update on First Responder Vaccination Efforts
- DFR Responds to Fire at Dallas Motel
- Day 5 Update on First Responder Vaccination Efforts
- Day 6 Update on First Responder Vaccination Efforts
- DFR Accepting Applications for Trainee Fire and Rescue Officer

Please see the attached document compiling information provided to media outlets, during the period from December 8 – 15, 2020, for your reference. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.



T. C. Broadnax
City Manager

c: Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors



DR. MARTIN LUTHER KING JR. CELEBRATION WEEK 2021

January 15 - 23

The Fierce Urgency of Now

Candle Lighting Ceremony (Alpha Phi Alpha Fraternity Inc.)

Friday, January 15 | 4 p.m.

A candle-lighting ceremony to commemorate the life and legacy of Dr. Martin Luther King Jr.

Youth Summit

Monday, January 18 | 6 p.m.

Join the Dallas Youth Commission in bringing together a diverse group of young people to reflect on Dr. Martin Luther King Jr.'s legacy.

Discuss thoughts and ideas on making a difference in Texas through leadership and civic engagement.

Wreath Laying Ceremony

Tuesday, January 19 | 10 a.m.

The City of Dallas and the Martin Luther King, Jr. Community Center invites the community to watch its Wreath Laying Ceremony online, celebrating the life and legacy of Dr. King.

Virtual Job Fair

Wednesday, January 20 | 10 a.m. to 2 p.m.

Virtual Job fair featuring live hiring as well as a showcase of workforce skills and credentialing programs to support jobseekers in preparing for new opportunities. The event will be hosted in partnership with Workforce Solutions of Greater Dallas.

2nd Annual Equity Indicators Symposium

Friday, January 22 | 8:30 a.m. to 12 p.m.

Join the City of Dallas and Communities Foundation of Texas in a critical conversation on building an equitable and inclusive economic bounce back.

MLK Scholarship & Award Gala

Saturday, January 23

Networking Reception | 5:15 p.m.

Gala | 6:30 p.m.

Annual MLK Scholarship & Award recipients with host, keynote speaker and presentation.

All events will be virtual. For more information, visit bit.ly/DallasMLKcenter.

2nd Annual Equity Indicators Symposium

Building an Equitable and Inclusive Bounce Back

**FRIDAY, JANUARY 22
8:30 A.M. TO NOON**

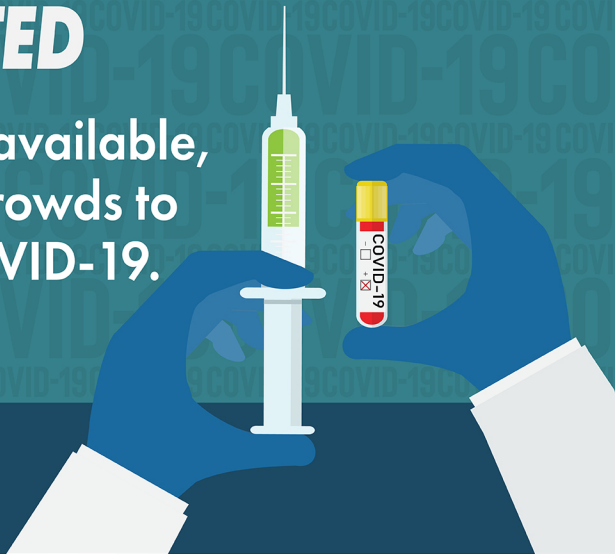
Join the City of Dallas and Communities Foundation of Texas in a critical conversation on building an equitable and inclusive economic bounce back.



DR. MARTIN LUTHER
KING^{JR.}
CELEBRATION WEEK

SUPPLY OF THE COVID-19 VACCINE IN TEXAS IS LIMITED

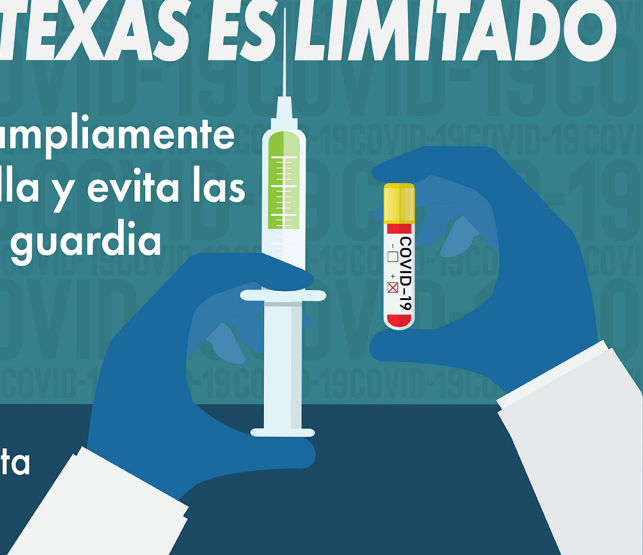
Until vaccines are widely available,
wear a mask and avoid crowds to
stay on guard against COVID-19.



For more information, visit
dshs.texas.gov

EL SUMINISTRO DE VACUNAS PARA LA COVID-19 EN TEXAS ES LIMITADO

Mientras la vacuna no esté ampliamente disponible, usa una mascarilla y evita las multitudes para mantener la guardia contra la COVID-19.



Ciudad de Dallas

Para más información, visita
dshs.texas.gov

Communications, Outreach & Marketing
Media Requests
Dec. 28 – Jan. 4

Date Submitted: 12/28/2020

Topic: DMN - rental assistance

Inquiry: Dom DiFurio with DMN asked about new rental assistance provided by the stimulus bill and details on Dallas' share. The City responded that we are not yet aware of the amount or details of the program and information will be provided to City Council once it's available.

Submitted By: Roxana Rubio (Office of Budget)

Media Entity: Dom DiFurio (Dallas Morning News)

Date Submitted: 12/29/20

Topic: Cares Act Funding

Inquiry: Lori Brown, Reporter with Fox 4 inquired: "Can you please tell me where Dallas stands with spending all of the CARES Act funding by 12/30? I know Ms. Reich has said in the past that her goal was to get every dollar out the door by the 12/30 deadline so none of the money would need to be sent back. Can you please tell me how much of the money still needs to be distributed?" the City's response: Our commitment has been to incur all expenses by December 30, 2020 which was the original deadline. Since Congress/President approved an extension, we are allowing a few expenses to occur after today while we are waiting on delivery or installation of equipment in a few instances. There are only a few exceptions, and we do not want to call those out at this time.

Submitted By: Tenisha Bogan (Office of Community Care)

Media Entity: Lori Brown, Reporter, Fox 4

Date Submitted: 12/29/20

Topic: Citations Issued

Inquiry: William Joy, Reporter with WFAA inquired: "We're working on a story about codes throughout the pandemic as well as NYE plans. I saw you've issued 1 citation since the July. Is there a reason the number is so low despite the high number of complaints? I also wanted to check to see if the city has any plans to increase the number of code officers out on NYE." the City's response:

I saw you've issued 1 citation since the July. Is there a reason the number is so low despite the high number of complaints?

- Some things viewed as a violation are either fully understood by those reporting, some things viewed as a violation may not be an actual violation.
 - Examples are:
 - People who are not wearing a mask while seated and eating in a restaurant. This is not a violation.
 - Folks who are gathered in a business not practicing social distancing.
 - In some cases this may be a violation however, in some cases the group may all be together. This could be a couple with a child or children over the age of 2 in a business.

- The reason for the low number of citations is due to either, no violation found at the time of inspection or businesses who are cooperative and address the issues identified immediately.
 - Codes numbers for citations are only reflective of Code and not other departments within the city who may have the authority to cite a violation.

I also wanted to check to see if the city has any plans to increase the number of code officers out on NYE.

- Code will work closely with our internal partners to develop an operational staffing and inspection plan for locations during NYE. The final plan has not been completed at this point.

Submitted By: Tenisha Bogan (Code Compliance)

Media Entity: William Joy, Reporter, WFAA

Date Submitted: 12/30/20

Topic: City Abbreviations: CARES Act

Inquiry: Everton Bailey with The Dallas Morning News inquired: "I recently received a spreadsheet from the city on CARES Act spending and there are some abbreviations on there that I was hoping I could have some help understanding. Does anyone know what the following terms mean: BUDCURR, ENCBFY, EXPBFY?" the City's response: From CFO: Current budget, Encumbrance, Expense

Submitted By: Tenisha Bogan (Office of Community Care)

Media Entity: Everton Bailey, Reporter, Dallas Morning News



CITY OF DALLAS

Dallas Fire-Rescue Department
Media Requests: December 29, 2020 – January 4, 2021.

Tuesday, December 29th: Sent the following information to all the local news desks –

Dallas City Newsroom | Having trouble viewing this email? [View it as a Web page.](#)



FOR IMMEDIATE RELEASE

Dec. 29, 2020

FOR MORE INFORMATION CONTACT:

Communications, Outreach and Marketing
media@dallascityhall.com

City of Dallas begins first responder vaccinations

DALLAS - The City of Dallas has started COVID-19 vaccinations of first responders from Dallas Fire-Rescue (DFR), the Dallas Police Department (DPD) and the Dallas City Marshals. These efforts were made possible through the Texas Department of State Health Services' allocation of 2,000 Moderna COVID-19 vaccines.

The process consists of a check-in, vaccination stations, made up of strike teams (two paramedics and one documentation officer) specially trained to administer the vaccine, and an evaluation area where members can be monitored for potential side-effects before leaving.

The City expects 250 first responders to be vaccinated per day and expects this first Moderna allocation to be followed in the coming months by additional vaccines to inoculate remaining City of Dallas first responders.

In the weeks leading up to the vaccine allocation, DFR, DPD and the Office of Emergency Management put together a plan for a drive-thru style vaccination process using a parking garage at the Kay Bailey Hutchison Convention Center.

In addition to those that will be vaccinated with this allotment, there have been over 100 DFR members to receive their first round of the vaccine through Parkland Hospital and Dallas County Health and Human Services.

Tracking is being done electronically; first responders will be automatically scheduled for their second round of the vaccine in 28 days.

Note for media: To ensure the privacy of those receiving the vaccination, the vaccination process is closed to the media. Broll, interviews and photos can be downloaded here: <https://drive.google.com/drive/folders/15mPlxVbJLfPypkur3KrybaCZ2raTulw>. Please courtesy the City of Dallas. Interviews shared include:
Dr. Alex Eastman, Chief Medical Officer for Dallas Police Department
Chief Dominique Artis, Dallas Fire-Rescue
Dr. Marshal Isaacs, Medical Director for Dallas Fire-Rescue

Tuesday, December 29th: WFAA 8 (Matt Howerton) - Don't know if anyone's reached out to you about this.

But has the department been made aware of this video involving Jorge Alberto Puente?

His girlfriend showed herself punched in the face and then he can be heard on video saying he doesn't care if he goes to jail.

City Response - The department has been made aware of this video by way of email and Facebook Messenger. All of the information has been sent to our Internal Affairs Division and they have begun an internal investigation.

Wednesday, December 30th: Univision 23 (Erika Torres Caraban) - I reached out to DPD about this but since it involved a Dallas Fire dept. engine I thought I'd reach out to you as well. There was an incident last night around 10pm on E R L Thornton just before Grand Avenue exit in east Dallas, can you provide me with info on it please? I was told at least one person was injured. Was the driver of the truck involved intoxicated? Is the cause of the accident known at the moment? Did the occupants of the DFR truck sustain any injuries?

City Response - The accident took place just before 10 o'clock last night. It involved a vehicle colliding with the back of a fire engine that was on the scene of a major accident at 4800 S. RLT Freeway.

There was one person transported from the location, but it unclear if it was someone from the original accident or the vehicle that collided with the back of the engine.

There were no injuries to any firefighters. Law enforcement (Dallas Sheriff's Office) will have to fill in the gaps if they have answers to the remaining questions.

Wednesday, December 30th: Univision 23 (Erika Torres Caraban) and WFAA 8 (Maci Smith) - Is there a good number available for the amount of traffic accidents that were worked since midnight?

City Response – Since midnight DFR has responded to a total of 75 motor vehicle accidents.

Wednesday, December 30th: Fox 4 (Lori Brown) - Good Morning, can you please tell me if Dallas has plans to administer the vaccine to Phase 1 B (members of the public who are over 65 or high risk)? If not, can you explain why? The state is urging all providers to make it available to Phase 1B so vaccines are not sitting on the shelf. Can you tell me how many of Dallas allotment have been administered and how many are left at this time? Thank you.

City Response - At this point we have not been asked by the City to be the provider for anyone outside of Tier 1A group. Additionally, when the application for the State allotment of Modern vaccines was submitted, it was specifically for the vaccination of first responders.

We began administering the vaccines on Tuesday, December 29th, at 8:00 a.m., with a soft launch, in order to assess the plan and determine where adjustments might need to be made. At the conclusion of the first operational period (5:00 p.m.) 250 of the vaccines had been administered to first responders, but we expect to vaccinate significantly more per day going forward. As of today, 1,300 first responders from DFR, DPD and the City Marshal have volunteered to receive the vaccine by this Friday; and with the overall operation expected to last approximately two weeks, we don't anticipate there being any left.

Wednesday, December 30th: Sent the following update, on first responder vaccination efforts, to local media –

On Tuesday, December 29th, at 8:00 a.m., the City of Dallas began the wide-spread COVID19 vaccinations of its first responders from Dallas Fire-Rescue, the Dallas Police Department and the Dallas City Marshals.

In the weeks leading up to the effort, DFR, DPD and the Office of Emergency Management (OEM) put together a plan, deemed Operation Medicine Wheel, for a drive-thru style inoculation process using a parking garage at the Kay Bailey Hutchison Convention Center.

The process consists of a check-in, vaccination stations made up of strike teams (two paramedics and one documentation officer) specially trained to administer the vaccine and an evaluation area where members can be monitored for potential side-effects before leaving.

The first day of operations concluded at 5:00 p.m. and resulted in the vaccination of 250 first responders from all three agencies. It was considered to be a soft launch, and was planned with the intent of testing the process to identify where any adjustments may need to be made. The operation is estimated to run approximately two weeks with the number of daily vaccinations expected to increase significantly going forward.

The process ran mostly smooth from start to finish, with no significant issues or challenges to report of.

Thursday, December 31st: Univision 23 (Erika Torres Caraban) and CBS 11 (Robbie Hoy) - I hope you are doing well. I heard that once again a car read ended a DFR Engine? This time around 2am at Red Bird / S Polk St? Let me know what details you can provide me with about this please.

City Response - At approximately 2:37 a.m., while on the scene of a major accident, a DFR engine was stuck by a vehicle. Thankfully, there were no injuries to any of the firefighters at the scene.

I have no detail on the original accident they were responding to, but it does appear that two rescue units transported from the location. Law enforcement should be able to fill in the gaps.

Thursday, December 31st: Dallas Morning News (Jesus Jimenez) - I'm reaching out to see whether you had any information about a water rescue that happened just after midnight at 6400 block of Spring Valley Rd (White Rock Creek).

City Response - You'll have to reach out to law enforcement for accident details, but according to DFR personnel who were on scene, a woman in an SUV somehow ended up in the creek. When they arrived a DPD police officer was already on scene making his way toward the vehicle.

The police officer was able to reach the driver and guide her through the water to safety, while DFR waited at the shore to ensure the safety of the officer and the citizen.

Medics checked her out and she did not have to be taken to the hospital.

Thursday, December 31st: Sent the following update, on first responder vaccination efforts, to local media –

The second day (12/30/20) of operations continued to run smoothly as vaccination administrations ramped up significantly.

On Wednesday, December 30th, strike teams doubled their efforts, while administering vaccines to 501 first responders from DFR, DPD and the Dallas City Marshals. Only a handful of individuals experiencing mild side-effects have been reported, but nothing that has impacted the flow of the operation as a whole.

Though weather conditions have worsened since yesterday, we anticipate the numbers to stay consistent for day three and through the New Year weekend.

Thursday, December 31st: Telemundo (Emilio Ramos DeJesus) - Do you happen to know (or can point me to the right person) if there is any heightened or special enforcement efforts happening tonight at businesses who may be participating in NYE celebrations? I know I've seen a lot of restaurants selling tickets or tables, to give residents a place to celebrate ringing in the new year. Will enforcement be any different to other holidays such as the Fourth of July, Thanksgiving, Christmas? Also, what happens if there's a violation?

City Response - DFR's Fire Inspection Bureau will have teams checking for violations, of the Emergency Order regulations, proactively as well as from complaints received through 911. There will be teams specifically assigned to those areas with expected high activity, as well as teams patrolling throughout the City.

The severity of the violation is taken into consideration by the inspector onsite. If it is evident that the intent of the regulation is being followed, a minor infraction will be addressed by the inspector as an education opportunity. More severe violations are dealt with by issuance of a notice of hazard and a municipal citation.

Friday, January 1st: Sent the following information to all local media outlets -

On Friday, January 1st, 2021, at 12:54 a.m., Dallas Fire-Rescue (DFR) units were dispatched to a 911 call for a structure fire at a condominium complex, located at 9819 Walnut Street, in northeast Dallas.

When firefighters arrived at the three-story building, they observed smoke and flames coming through its roof. Handlines were immediately deployed and an offensive fire attack initiated. Due to a combination of the structure size, time of morning and weather conditions, second, third and fourth alarms were dispatched to the scene for manpower. Approximately 100 DFR personnel responded to the scene and worked to quickly extinguish the fire by around 2:30 a.m.

Investigators determined that the fire was accidental in nature, and most probably the result of combustible materials being left too close to a heat source in a third-floor condominium. The resident in the unit of origin, while using an open electric oven for heat, was awakened by an orange glow inside of his kitchen and called 911. Though he made it out safely, he did sustain non-life-threatening burn injuries in the process. He was taken to a local hospital for evaluation and later released. The fire spread into the breezeways and the attic space before breaking through the roof line; leaving behind significant damage.

There were at least 16 privately-owned condos in the building; and though not as many sustained fire damage, power to all of them had to be shut off. Thankfully, only three residents came forward seeking assistance, for which the American Red Cross was called on to provide. There were no injuries to any firefighters during the course of this incident.

Friday, January 1st: Sent the following update, on first responder vaccination efforts, to local media –

On Thursday, December 31st, at 08:00, vaccination efforts resumed at the Kay Bailey Hutchison Convention Center. Though operations continued to run smoothly, inclement weather played a role in a dip of the number of first responders vaccinated.

Yesterday, strike teams administered vaccines to 342 first responders from DFR, DPD and the Dallas City Marshals. There have been no significant operational challenges to date, but we continue to assess the situation on a day-to-day basis to ensure the operation continues to run as efficiently as possible.

Saturday, January 2nd: Sent the following update, on first responder vaccination efforts, to local media –

On Friday, January 1st, at 08:00, vaccination efforts resumed at the Kay Bailey Hutchison Convention Center. Strike teams administered vaccines to an additional 278 first responders from DFR, DPD and the Dallas City Marshals. Including the nearly 150 first responders who've received vaccinations through Parkland and Dallas County, there have been a total of 1,571 members vaccinated from all three agencies.

There have been no significant operational challenges to date, but we continue to assess the situation on a day-to-day basis to ensure the operation continues to run as efficiently as possible.

Saturday, January 2nd: WFAA 8 (Lourdes Vazquez), CBS 11 (Mark Willis) and NBC 5 (Claire Cardona) - I was reaching out see if you had more details about the fire on N. Central Expressway near Fitzhugh?

City Response - DFR units were dispatched to the Quality Inn, located at 4150 N. Central Expressway, at 09:47. First arriving companies reported out with smoke showing from the two-story motel.

Firefighters initiated an offensive fire attack and extinguished a fire they found in a non-residential utility room in just under an hour. Though investigators have not determined exactly what caused the fire, it is not believed to be suspicious in nature.

The fire spread, by way of the building's exterior, to the attic, but did not damage any of the residential spaces. All tenants self-evacuated prior to DFR arrival, and there were no injuries reported as a result of the incident.

Sunday, January 3rd: Sent the following update, on first responder vaccination efforts, to local media –

On Saturday, January 2nd, at 08:00, vaccination efforts resumed at the Kay Bailey Hutchison Convention Center. Strike teams administered vaccines to an additional 107 first responders from DFR, DPD and the Dallas City Marshals. To date, there have been a total of 1,678 members from all three agencies who've received their first dose of the vaccine; including the nearly 150 DFR members who were vaccinated through Parkland and Dallas County,

There have been no challenges of significance; however, we continue to assess the situation on a day-to-day basis to ensure the operation continues to run as efficiently as possible.

Monday, January 4th: Sent the following update, on first responder vaccination efforts, to local media –

On Sunday, January 3rd, at 08:00, vaccination efforts resumed at the Kay Bailey Hutchison Convention Center. Strike teams administered vaccines to an additional 83 first responders from DFR, DPD and the Dallas City Marshals. Including the nearly 150 DFR members who were vaccinated through Parkland and Dallas County, there have been 1,761 members from all three agencies who've received their first dose of the vaccine.

Operations are tentatively expected to run through Tuesday, January 5th, at which the entirety of the initial State allotment will have been administered. Efforts have run smoothly, and without incidence, up to this point; however, we continue to assess

the situation on a day-to-day basis to ensure the operation continues to run as efficiently as possible.

Monday, January 4th: Posted information, regarding DFR's acceptance of applications, on out social media platforms –

https://twitter.com/DallasFireRes_q/status/1346159421303496705

<https://www.facebook.com/340809029275626/posts/3761410287215466/>

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item for Brownfields Assessment Coalition Grant**

The following Office of Environmental Quality and Sustainability item will be considered by the City Council on the January 13, 2021 Agenda:

Item 20-2497: Authorize **(1)** the application for and acceptance of a grant from the U.S. Environmental Protection Agency (EPA) for the FY2020 Brownfields Assessment Coalition Grant via Cooperative Agreement (Grant No. 01F87501, CFDA No. 66.818) in the amount of \$600,000.00 to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for brownfield sites primarily in the South Dallas/Fair Park area, for the period October 1, 2020 through September 30, 2023; **(2)** the establishment of appropriations in an amount not to exceed \$600,000.00 in the Brownfields Assessment Coalition Grant Fund; **(3)** the receipt and deposit of funds in an amount not to exceed \$600,000.00 in the Brownfields Assessment Coalition Grant Fund; **(4)** a contract with Stantec Consulting Services, Inc. in the amount of \$587,400.00 for environmental consulting services to assist the City with implementing the Brownfields Program; **(5)** execution of the Coalition Member Memorandum of Agreement between the City of Dallas and the Coalition Partners including The Real Estate Council Foundation, St. Philip's School and Community Center, and Lone Star Justice Alliance; and **(6)** execution of the FY2020 Brownfields Assessment Coalition Grant and all terms, conditions, and documents required by the agreement - Not to exceed \$600,000.00 – Financing: U.S. Environmental Protection Agency Grant Funds

Background

A brownfield is a property that may have its expansion, redevelopment, or reuse complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. EPA's Brownfields Program provides grants and technical assistance to communities, states, tribes and others to assess, safely clean up and sustainably reuse contaminated properties.

In 2019, the City used a qualifications-based process to contract a Qualified Environmental Professional (QEP) consultant team to assist with preparing the FY2020 Brownfields Assessment Coalition Grant application and to support grant implementation activities if the City was awarded the EPA grant. Stantec Consulting Services, Inc. was the vendor selected to provide these services.

DATE January 8, 2021

SUBJECT **Upcoming Agenda Item for Brownfields Assessment Coalition Grant**

In May 2020, the EPA selected the City of Dallas (City) for the Brownfields Assessment Coalition Grant. The City was awarded a \$600,000 grant for use over a three-year grant term for FY2021-23. Funds will primarily focus on revitalizing priority brownfield sites in the South Dallas/Fair Park target area. Three priority focus areas have been identified within the target area: Fair Park focus area, Martin Luther King Corridor focus area, and St. Philip's focus area.

To combat conditions of economic and educational disparities, the City has formed a Coalition with The Real Estate Council Foundation, St. Philip's School and Community Center, and the Lone Star Justice Alliance. These local non-profit organizations are dedicated to reducing poverty and increasing public safety, improving education, and providing better housing and social services within the community. The Coalition will engage stakeholders in a dynamic process that is inclusive of the greater interests of the community to revitalize priority brownfields that will help address the socioeconomic challenges facing the community.

The Memorandum of Agreement with the Coalition Partners documents roles and responsibilities of each partner. The Coalition will use a collective governance structure to ensure the interests of each are represented throughout the project. A Brownfield Advisory Committee has also been established that includes each Coalition Partner and other project partners that will guide the site prioritization process, inform cleanup/reuse planning, and assist with community engagement.

The City will manage all aspects of the project, including coordination with EPA, Coalition Partners, and the QEP. The contract for environmental consulting services is being awarded to Stantec Consulting Services, Inc. in the amount of \$587,400. The remaining \$12,600 from the grant is designated for supplies and training/travel.

The EPA Brownfields Assessment Coalition Grant will significantly benefit the City by enhancing the local economy, increasing the tax base and improving the environment.

The Environment and Sustainability Committee was briefed regarding this matter on August 3, 2020.

Should you have any questions, please contact Sheila Delgado, Interim Director of the Office of Environmental Quality and Sustainability at (214) 670-1642.

DATE January 8, 2021

SUBJECT **Upcoming Agenda Item for Brownfields Assessment Coalition Grant**



Liz Cedillo-Pereira
Chief of Equity and Inclusion

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item for City of Dallas Eviction Assistance Initiative**

The following Office of Equity and Inclusion item will be considered by the City Council on the January 13, 2021 Agenda:

Authorize a subrecipient agreement with Legal Aid of NorthWest Texas, most advantageous proposer of two, to provide legal services to Dallas residential tenants at risk of eviction and homelessness due to financial hardships brought on by the COVID-19 pandemic for the period December 31, 2020 through December 31, 2021 – Not to exceed \$200,000 – Financing: CDBG Funding (subject to annual appropriations)

Background

The COVID-19 pandemic has affected the entire country and to alleviate some hardships the City implemented the Eviction Assistance Initiative. In 2020 the City's Eviction Assistance Initiative, in partnership with Legal Aid of NorthWest Texas, provided tenants facing eviction with services including education and training, counseling, and legal representation.

In 2020, Legal Aid of NorthWest Texas (LANWT) was awarded \$50,000 in CARES Act funds for the Evictions Assistance Initiative through the administrative action process. LANWT is a non-profit organization that provides civil legal services to low-income residents.

There is a continued need for eviction assistance due to the effects of the COVID-19 pandemic. It is a priority to continue counseling and legal support for evictions utilizing CDBG funding. To continue mitigation of evictions in the City of Dallas, the Office of Equity and Inclusion has taken steps to continue the Eviction Assistance Initiative in 2021 utilizing \$200,000 in CDBG funds.

To continue the Evictions Assistance Initiative, the Office of Equity and Inclusion issued a Request for Proposal (RFP) through procurement services on December 10, 2020 and set the RFP to close on December 28, 2020.

Since the close of the proposal process, the Office of Equity and Inclusion has followed procedure, including proposal scoring, verifying entities, and beginning the agenda process in Legistar. The office has now designated the top applicant as LANWT.

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LANWT intends to collaborate with several partners, including CitySquare, whose subsidiary is a plaintiff in litigation against the City. They disclosed and agreed to obtain a conflict waiver from their clients who are adverse to the City. LANWT has also implemented an ethical wall between their staff members who are representing clients adverse to the City and those who are working on the eviction program. They agreed not to use City-issued funds toward adverse litigation or clients.

The goal of the continued 2021 Eviction Assistance Initiative is to provide counseling and direct legal services to Dallas residents facing evictions due to the COVID-19 pandemic. This will help individuals avoid an eviction judgment and the long terms effects of having an eviction on their record.

Should you have any questions, please do not hesitate to reach out to me or Dr. Priscylla Bento, Policy Manager, at priscyla.bento@dallascityhall.com.



Liz Cedillo-Pereira
Chief of Equity and Inclusion

- c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
- Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 8, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on Sustainable Development & Construction Permit Processing**

The information provided below is an update on the enhancements to the permitting process:

Phase I / Prescreen Backlog

When a permit package is submitted, it is reviewed to ensure it is complete for processing. If it is not complete, it is returned to the applicant for re-submission. This is the Prescreen Phase.

- Total number of permit types in the Prescreen Phase combined was 981 on August 18, 2020. As of December 30, 2020, the total number was 292.
- On September 1, 2020, there were 464 Single Family permits in the prescreen stage. As of December 30, 2020, the total was 141 (including 62 awaiting re-submittal from the applicant).
- Four additional staff members were allocated internally and via a third-party contract. They have assisted with prescreening and working through the backlog.

Phase II / Plan Review Backlog

Once a project submission passes Prescreen and the applicant pays initial fees, it moves to Phase II, plan review. When the Prescreen backlog was reduced, the number of complete Prescreen packages were moved into Phase II, creating a backlog in Phase II.

- On October 30, 2020, there were 642 Single Family projects in Phase II. By December 30, 2020, that number had been reduced to 457.
- Phase II / Plan Review has the largest concentration of “backlog” and is the focus of current efforts to re-assign internal staff and supplement with third-party plan review services.

On December 1, 2020 and December 17, 2020, respectively, Senior Plan Examiners were re-assigned to Single Family Plan Review from other internal plan review teams.

As recently as December 30, 2020 we have engaged in discussions with a third-party vendor who has an existing Omnia Partners contract (cooperative purchasing contracts). We are also exploring the use of an Administrative Action (\$70k) to engage external skilled plan reviewers. We are currently working with Procurement to expedite the engagement process.

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Additionally, overtime is currently allowed and being used.

ITS is upgrading computers for all relevant staff. This equipment will have expanded memory and faster processing speeds, to assist with managing large files associated with plan review.

The website now lists processing times for project type at each phase. This is being regularly updated: [Building Inspection](#)

Staff is on track with the previously stated goal of clearing the backlog by the end of the first quarter 2021.

Customer Service

A new Single Family Prescreen process has been implemented to make direct communication with applicants more effective.

- If first Prescreen fails, staff contacts applicant by phone.
- After second and third submission, staff sends a ProjectDox generated email.
- If the application is still not successful after the third attempt, staff reaches out to the applicant again via phone.

Training, reference materials, and instructions on how to properly submit applications are now available on the [Building Inspection website](#) and on the ProjectDox login page: [ProjectDox](#)

Staff will host virtual webinars on the use of the ProjectDox electronic plan review system for project submittals. The following dates are being promoted.

Wednesday, January 13, 2021

2:00p.m.- 4:00p.m.

[Register](#)

Thursday, January 21, 2021

2:00p.m.-4:00p.m.

[Register](#)

Wednesday, January 27, 2021

2:00p.m.-4:00p.m.

[Register](#)

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SUBJECT **Update on Sustainable Development & Construction Permit Processing**

Videos highlighting the Permit Center, Q-Team, Residential Plan Review, and District Offices are also available for applicants to review: [Building Inspection](#). A ProjectDox Electronic Plan review video is in production. We anticipate posting it by Mid-January.

COVID-19 technology enhancements using CARES Act funding were implemented in late December:

- Electronic submittal and review for Real Estate and Subdivision (platting)
- Dynamic plan review for Q-Team
- Advanced ProjectDox/Posse integration

The advanced interface between ProjectDox and Posse using CARES Act funding resulted in reduced manual steps to transfer information between ProjectDox and Posse. The project will continue through January and uses the existing Building Inspection Fund Balance to further enhance the interface and reduce the manual steps currently required.

Beginning January 11, 2021, Dallas Water Utilities staff will assist with processing Water/Wastewater taps for Single Family Residential projects.

Staff is researching a potential Memorandum of Understanding with large volume single family builders to outline clear expectations for the number of permits that can be processed per week. Staff will work with these builders to identify builder priorities on permits.

Long Term

As adopted in the FY20-21 budget, a third-party Workflow Evaluation and Staffing Study to help determine appropriate staffing levels and additional opportunities for improvements is in procurement.

- Seven proposals received in November 2020.
- A short list with two of the top proposers was compiled.
- Vendor presentations/Q&A held on 12/23/20 and 12/30/20.
- Evaluation voting completed 12/31/20.
- Seek contract approval from City Council in February 2021.

A very large project to replace the backbone permitting system, Posse, is in the procurement stages:

- Proposal evaluations complete and Office of Procurement Services finalized recommendation.
- Department concurrence signed off on 12/22/20.
- Committee briefing and Council agenda item is being scheduled.
- Critical for reviewing the end-to-end processes and determine the long-term technology to support these processes.

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SUBJECT **Update on Sustainable Development & Construction Permit Processing**

Staff is writing an RFCSP for a third-party vendor to develop a program for engineers and/or architects to self-certify for certain types of permitting. The planned timeline is to issue the RFCSP in February 2021, have proposals due in March 2021, evaluate proposals and negotiate contract in April – May 2021, and seek City Council approval to award a contract in June 2021.

Staff will continue to provide regular updates to the evolution of this process. Please do not hesitate to reach out to Dr. Eric Anthony Johnson with any questions or concerns.



T.C. Broadnax
City Manager

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