

Memorandum



CITY OF DALLAS

DATE June 30, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Development Services Department Continues to experience IT Connectivity issues**

Development Services Department (DSD) continues to experience ITS connectivity issues. DSD staff is sending notifications to customers via the Department's website and social media and is actively working with the ITS Team for a resolution.

In addition, the May 2023 Ransomware Attack impacted and limited staff's ability to access internal shared drives and GIS Zoning maps which are fundamental tools in the plan review process. These limitations caused major delays in the issuance of permits. The total number of permit applications for single-trade permits (re-roofs, fence permits, foundation repairs, demolition) in the queue is 870. The team is strategically implementing overtime and weekend schedules to reduce these permit types in the current queue.

The GIS Zoning maps were restored on June 7, 2023, in a limited capacity, and on June 27, 2023, in a more ample capacity. The team is progressively working to meet pre-Ransomware permitting performance goals.

Staff will provide weekly updates on the progress of this effort to internal and external stakeholders. Should you have any questions please contact Andrew Espinoza, Director/Chief Building Official of Development Services at (214) 542-1227 or andres.espinoza@dallas.gov.

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
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

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

Memorandum



CITY OF DALLAS

DATE June 30, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Fiscal Year 2022 Audit Reports**

We are pleased to report that we have now concluded all external audits for 2022. **The City of Dallas received unmodified or clean opinions for all of the 2022 external audits.**

- We previously published the [City of Dallas' Annual Comprehensive Financial Report \(ACFR\)](#), which we completed on February 24, 2023. This report is a summary of the financial activities of the City for the past fiscal year. We also published the annual audit reports for the [Airport Revenues Fund](#), [Schedule of Passenger Facility Charges Collected and Expended](#), [Dallas Water Utilities](#), and [Downtown Dallas Development Authority](#).
- On June 20, 2023, we received the City of Dallas' [Federal Single Audit](#) and [State Single Audit](#) reports for fiscal year 2022. The Federal and State Single Audits are annual reports checking for compliance with how the City administers its Federal and State financial assistance as required by the Office of Management and Budget (OMB) and State of Texas Uniform Grant Management Standards.
- On June 27, 2023, we received the audit opinion for the annual financial statements of the [Dallas Convention Center Hotel Development Corporation \(DCCHDC\)](#) for the year ended December 31, 2022.

Thank you for your support of excellent financial management and reporting. We look forward to working with you to further strengthen the City's financial policies and operations.

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

Jack Ireland
Chief Financial Officer

c: T.C. Broadnax, City Manager
Tammy Palomino, Interim City Attorney
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CITY OF DALLAS

DATE June 30, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Mayor and City Council Office Reconfiguration Update**

The Ad Hoc Committee on Administrative Affairs requested that staff explore the possibility of utilizing a zero-based planning approach to reconfigure the Mayor and City Council Offices. After careful consideration, the Building Services Department (BSD) has determined that contracting with a space planning consultant would be the most suitable course of action for redesigning the offices.

In collaboration with BSD, the Mayor and City Council (MCC) will initiate the process of procuring a space planning consultant through an administrative action. The primary objective for engaging the consultant will be to thoroughly assess the entire MCC office space and provide the Council with comprehensive cost estimates. These estimates should encompass various elements, such as design, demolition, construction, furniture, data ports, electrical systems, flooring, fire alarms, administrative costs, contingency, and any other relevant expenses.

However, it is important to note that we do not anticipate having the finalized cost estimates ready for presentation during the FY 2023-2024 budget briefings. Consequently, we may not have funds readily available for the upcoming fiscal year's budget. Nevertheless, we remain open to receiving further guidance and direction in this matter.

As we proceed with this important project, feel free to provide any additional input or clarification and any questions to Nikki Christmas, Interim Director of the Mayor and City Council Office, at (214) 422-9222 or nikki.christmas@dallas.gov.

A handwritten signature in black ink, appearing to read 'G. Gavino'.

Genesis D. Gavino
Chief of Staff to the City Manager

c: T.C. Broadnax, City Manager
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CITY OF DALLAS

DATE June 30, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – June 27, 2023**

Mayor and City Council,

In this week's issue of Taking Care of Business are the following topics:

New Information

- FreshStart Employment Program weekly pre-screening
- July is National Park and Recreation Month
- Dallas Teens Can Explore Cultural, Recreational Attractions – For Free
- Japanese Officials Celebrate Restoration of Kidd Springs Garden
- John A. Sasso Award
- Dallas Public Library Receives \$8,000 From Alpha Kappa Alpha
- July Is Texas Fibroid Awareness Month

Weekly Updates

- Convention and Event Services Weekly Event Report
- Office of Procurement Services New Opportunities
- Office of Homeless Solutions Update
 - R.E.A.L. Time Rehousing
 - OHS Street Outreach Update
 - Give Responsibly Campaign Outreach Update
 - H.A.R.T/eam Update
 - Heat Advisory
- Media Inquiries

NEW INFORMATION

FreshStart Employment Program weekly pre-screening

On-site applicant pre-screening to determine eligibility for the FreshStart Employment Program and employment with the City of Dallas is being conducted every Tuesday from 12:00 PM to 5:00 PM at the West Dallas Multipurpose Center, 2828 Fish Trap Rd. Dallas, TX 75212. Also, every Wednesday from 10:00 AM to 1:00 PM at the Janie C. Turner Recreation Center, 6424 Elam Rd. Dallas, TX 75217.

and Japanese treasures. Should you have questions, contact Renee Johnson, Dallas Park and Recreation, at marian.johnson@dallas.gov.



John A. Sasso Award

The City of Dallas was selected as a recipient of the National Community Development Association – 2023 John A. Sasso Award. This award recognizes community engagement and outreach efforts in promoting National Community Development (NCD) week. The NCD Week campaign is designed to focus both local and national attention on the outstanding accomplishments of the Community Development Block Grant and the HOME Investment Partnerships Program Grant. Through the collaborative efforts of the Community Development Commission members, community organizations, non-profit organizations, and City of Dallas staff, activities and events were held during NCD week in April to educate and inform residents about projects that have directly benefited our residents and neighborhoods. The award was accepted by City of Dallas staff - Yaiza Wade and Justus Bolo. Receiving this esteemed accolade is a tremendous source of pride for the City of Dallas and its dedicated team members. Should you have any questions, please contact Janette Weedon, Budget and Management Services Director, at janette.weedon@dallas.gov.



Dallas Public Library Receives \$8,000 From Alpha Kappa Alpha



The Dallas-based Alpha Xi Omega chapter of the Alpha Kappa Alpha sorority presented Dallas Public Library with an \$8,000 donation in a Flag Room ceremony on June 23. The sorority launched a fundraising campaign in 2023 called “Preserving Our History, one Library at a Time” to raise funds for new African American books at the Polk-Wisdom, Dallas West, Martin Luther King and Forest Green Branches. For more information, contact Assistant Director [Kierstine Nielsen](mailto:kierstine.nielsen@dallas.gov), at

kierstine.nielsen@dallas.gov.

July Is Texas Fibroid Awareness Month

Uterine fibroids are a common health condition that affects up to 80% of women. In collaboration with the Barbara Jordan Leadership Institute, the City of Dallas is joining the Fort Worth, Beaumont, Houston, and Tyler communities in promoting this health education campaign. Throughout July, the City of Dallas will be hosting several events surrounding Texas Uterine Fibroid Awareness Month. **The awareness campaign started June 28, with the *Texas Uterine Fibroid Awareness Month Kick-Off Press Conference* led by Council Member Paula Blackmon.**



For a full list of events, check out the [Employee Experience SharePoint](#).

Should you have any questions, please contact Taylor Moody, at taylor.moody@dallas.gov or Sonya Batts, Sr. HR Manager, at sonya.batts@dallas.gov.

WEEKLY UPDATES

Convention and Event Services Weekly Event Report

Each week, Convention and Event Services will provide a report featuring two weeks of upcoming events that are either coordinated with the Office of Special Events or hosted

at the Kay Bailey Hutchison Convention Center Dallas. The report highlights the dates, location, and Council District for each event, and is attached for your convenience. Should you have any questions or concerns, please contact Rosa Fleming, Director of Convention and Event Services at rosa.fleming@dallas.gov.

Office of Procurement Services New 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
CIZ-DWU-23 177	“Dredging At Various Locations, Contract No. 23-177”
CIZ23-PBW-3023	Bradford Drive from Maple Springs Blvd to Hedgerow Drive – PB17V194
CIZ23-PBW-3025	Street Reconstruction Group 17-4008
CIZ23-PBW-3026	Street Reconstruction Thoroughfares Group 17-1107
CIZ23-PBW-3027	Complete Street Reconstruction Project: Casa View Street Improvements
CIZ23-PBW-3028	Joppa Area Street Improvements
BBZ23-00022407	Kitchen and Cafeteria Supplies

We are also pleased to share the latest, [Procurement Quarterly](#) listing citywide opportunities for the current quarter (of the fiscal year) and published on the OPS [website](#). The City of Dallas Office of Procurement Services will host in-person and virtual meetings to engage business and non-profit vendors with technical assistance regarding "Doing Business with the City of Dallas". For more information about the City of Dallas Office of Procurement Services or to schedule an appointment, please contact Angela Akins, at Angela.akins@dallas.gov or call 972.243.2127

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 Danielle Thompson, Director of Procurement Services at Danielle.thompson@dallas.gov.

Office of Homeless Solutions Updates

R.E.A.L. Time Rehousing

The Dallas Real Time Rapid Rehousing (D.R.T.R.R.) team of homeless service providers, co-led by the Office of Homeless Solutions (OHS) and Housing Forward is on track to

house over 2,700 unique individuals by 2023. The City and its partners now have a new goal of housing 6,000 unique individuals by 2025 and have rebranded the initiative to reflect the rehousing of those individuals across the expanse of the metroplex to R.E.A.L. Time Rehousing (RTR).

OHS Street Outreach Update

Outreach is currently targeting several encampments, which will result in closure through the housing of those unsheltered individuals throughout the year. The team will outreach to these sites and meet with various persons experiencing homelessness to assess their needs in preparation for site closure via housing. During this time, the OHS Street Outreach Team will continue to engage with unsheltered residents through normal street outreach, connecting people with the needed resources, such as: getting IDs, working with Community Courts on expunging eligible tickets and offenses from their records, identifying medical needs, and getting them access to the Coordinated Access System (CAS). The RTR Community Dashboard is live and may be found [here](#).

Please see the attached schedule for homeless encampment cleaning the week of June 26 through June 30, 2023. Please note that these will be for debris removal and outreach only. All encampment cleaning requests are being resolved as time and weather allows and are subject to modification in response to special requests by City leadership.

Give Responsibly Campaign Outreach Update

The Office of Homeless Solutions and Code Compliance work together to promote the Give Responsibly Campaign (GRC). This initiative aims to prevent street charity and illegal solicitation in the community through education and engagement. While providing alternative solutions for our residents experiencing homelessness.

The Office of Homeless Solutions Community Liaison and Code Compliance Neighborhood Code Representatives are partnering to visit businesses in hot spots across all districts, which started May 16, 2023. So far, OHS has visited businesses in Districts 2 and 8 with plans to visit Districts 3,4,6,11, and 12 scheduled for June, July, and August. This joint effort aims to address issues related to homelessness and the adverse effects street charity and illegal solicitation have on the community. It will provide education on sustainably supporting those in need while ensuring a safer and more comfortable environment for businesses and their patrons. For more information on the GRC, to request GRC materials, or to request event/meeting presence, please reach out to the OHS Community Liaison, Marci Jackson, at Marci.Jackson@dallas.gov.

H.A.R.T/eam Update

The Homeless Action Response Team (H.A.R.T/eam) is led by the Office of Homeless Solutions (OHS) and encompasses four teams comprised of a core team of the following: Crisis Intervention Team (CIT), Dallas Animal Services (DAS), Dallas Marshals, and Code Compliance (Code). This team is supplemented by Parks and Recreation, Dallas Fire & Rescue, and Public Works as needed. The purpose of H.A.R.T/eam. is to provide a quick

response to immediate safety concerns around homeless encampments and hot spots. To report a critical issue regarding an encampment or panhandling, please submit a service request to 311 or the OurDallas smartphone app. For any questions or concerns please reach out to the Outreach Manager, Lisa Rand at Lisa.Rand@dallas.gov, Senior Outreach Supervisor, Barry Dyson at Barry.Dyson@dallas.gov, and H.A.R.T/eam leads April Jamison at April.Jamison@dallas.gov and Jeremy Scott at Jeremy.Scott@dallas.gov

The teams are assigned and respond to time-sensitive, critical issues received via 311 and via email which are defined as:

- Issues raised by City Leadership and members of City Council requests
- Issues presenting an immediate safety concern (the presence of firearms, uncontrolled fires, reports of threatening behavior)
- Any issues which would derail the normal street outreach service resolution process
- Panhandling

Please see the attached the H.A.R.T/eam's performance measures for the week of June 19 through June 24, 2023, and the H.A.R.T/eam's encampment resolution schedule for June 26 through July 1, 2023. OHS staff will also send individual H.A.R.T. encampment resolution reports bi-weekly to applicable Districts for a more comprehensive report out on the data outside of the TCB.

Heat Advisory

With a heat advisory in effect, partners within the local Continuum of Care are offering additional services so that our unsheltered neighbors may seek relief from the heat, as well as accepting in-kind donations. For all other donations please see the link provided [here](#). The attached information sheet provides details on what services are being offered by our partners during the heat advisory. Contact information for each organization is listed on the information sheet, all other inquires may be directed to ohsinfo@dallas.gov.

OHS continues to urge people who see an encampment to report it via 311 or 311's OurDallas smartphone app to ensure strategic alignment with comprehensive OHS outreach. The OHS Service Request dashboard can be utilized to track the progress of encampment resolution efforts. Please visit the [dashboard](#) and feel free to share this tool with residents. If you have any questions please reach out to Christine Crossley, Director of the Office of Homeless Solutions, at Christine.Crossley@dallas.gov.

Media Inquiries

As of June 27, 2023, the Communications, Outreach, and Marketing (COM) Department has received various media inquiries available to view [here](#). For more information, contact Catherine Cuellar, catherine.cuellar@dallas.gov.

Dallas Fire-Rescue Media Inquiries

The following storylines reference the major media inquiries addressed by Dallas Fire-Rescue (DFR) during the period dating from June 20th – 26th. A more detailed account of the department’s responses to those inquiries, and others, can be viewed at [this link](#). Should you have any questions or concerns, please contact Fire Chief, Dominique Artis, at dominique.artis@dallasfire.gov.

- DFR Responding to Increased Number of Environmental Emergency Calls During the Extreme Heat

Should you have any questions or concerns, please contact Genesis D. Gavino, Chief of Staff.



T.C. Broadnax
City Manager

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➤ FreshStart Employment Program

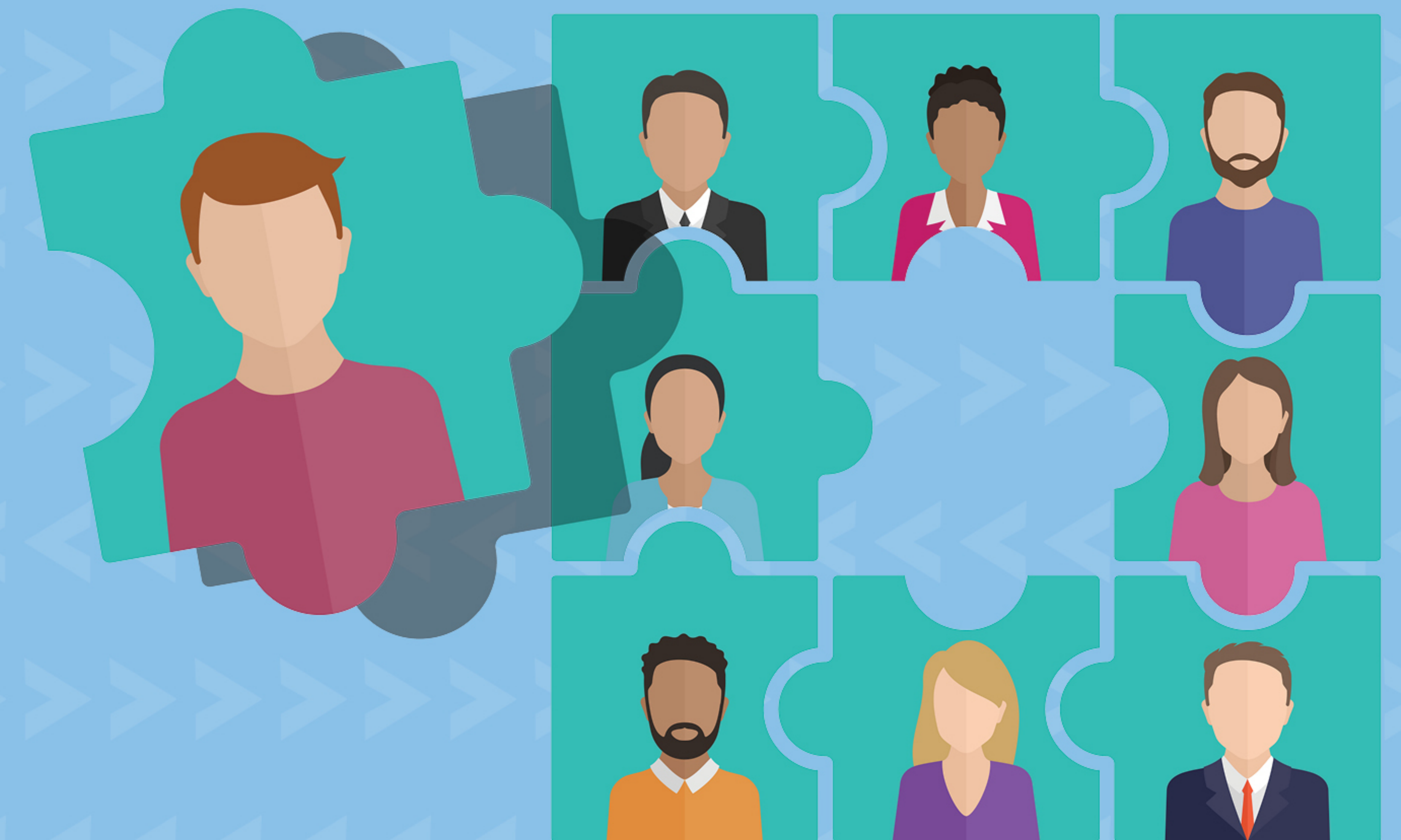
PRE-SCREENING

This event is to determine eligibility for the FreshStart Employment Program and employment with the City of Dallas.



- » Gainful and stable employment
- » Benefits that start on day one
- » A starting salary of \$18 per hour
- » Growth and advancement opportunities

Every Wednesday | 10 a.m. to 1 p.m.
Janie C. Turner Recreation Center
6424 Elam Rd.
Dallas, TX 75217



For more information about the FreshStart Employment Program and program eligibility, visit bit.ly/FreshStartDallas
Email us to register: freshstartemployment@dallas.gov

➤ Programa de empleo FreshStart

EVALUACIÓN PRELIMINAR

Este evento es para determinar si cumples con los requisitos para el programa de empleo FreshStart y para ser contratado por la Ciudad de Dallas.



- » Empleo remunerado y estable
- » Beneficios desde el primer día
- » Salario inicial de \$18 la hora
- » Oportunidades de crecimiento y ascenso

Todos los miércoles | 10 a.m. a 1 p.m.
Janie C. Turner Recreation Center
6424 Elam Rd.
Dallas, TX 75217



Para más información sobre el programa de empleo FreshStart y los requisitos, visita
bit.ly/FreshStartDallas

Envía un correo para registrarte: freshstartemployment@dallas.gov

➤ FreshStart Employment Program

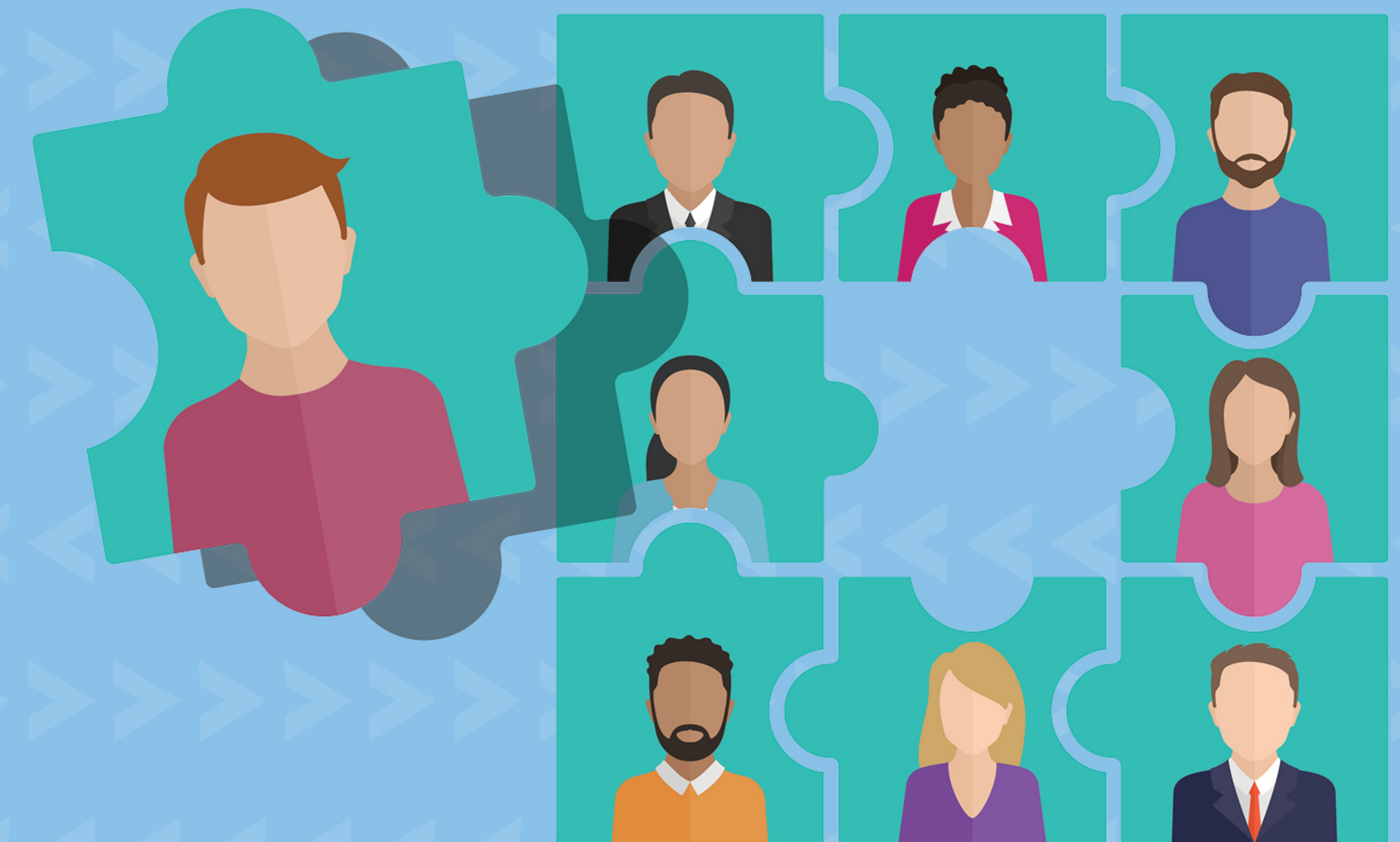
PRE-SCREENING

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Every Tuesday | 12 to 5 p.m.
West Dallas Multipurpose Center
2828 Fish Trap Rd.
Dallas, TX 75212



For more information about the FreshStart Employment Program and program eligibility, visit bit.ly/FreshStartDallas
Email us to register: freshstartemployment@dallas.gov

➤ Programa de empleo FreshStart

EVALUACIÓN PRELIMINAR

Este evento es para determinar si cumples con los requisitos para el programa de empleo FreshStart y para ser contratado por la Ciudad de Dallas.



- » Empleo remunerado y estable
- » Beneficios desde el primer día
- » Salario inicial de \$18 la hora
- » Oportunidades de crecimiento y ascenso

Todos los martes | 12 a 5 p.m.
West Dallas Multipurpose Center
2828 Fish Trap Rd.
Dallas, TX 75212



Para más información sobre el programa de empleo FreshStart y los requisitos, visita
bit.ly/FreshStartDallas

Envía un correo para registrarte: freshstartemployment@dallas.gov



City of Dallas

**Convention and Event Services
Weekly Events Report
June 30, 2023**

Event Type	Name	Dates	Location	District
Special Event	Valley View Mall Carnival #1	6/30/2023	13331 Preston Rd.	11
Special Event	KWP Independence Day Celebration – Road Closure	7/1/2023	2012 Woodall Rodgers Fwy.	14
Special Event	The Potter’s House Church Anniversary Event	7/1/2023	6777 W. Kiest Blvd.	3
Special Event	4 th of July – Sparkman Parade	7/4/2023	3366 Duchess Trl.	13
Special Event	4 th of July – Lakewood Parade	7/4/2023	6530 Lakewood Blvd.	9
Special Event	4 th of July – Bent Tree West	7/4/2023	18018 Voss Rd.	12
Special Event	4 th of July - Private Event	7/4/2023	501 Yacht Club Dr.	-
Special Event	4 th of July – Lake Highlands Parade and Carnival	7/4/2023	9344 Church Rd.	10
Special Event	4 th of July – Private Event	7/4/2023	4111 Dallas Athletic Club Dr.	9
Special Event	4 th of July – Little Forest Hills Parade	7/4/2023	1435 San Saba Dr.	9
Special Event	Garibaldi Bazaar Carnival with Triple T Amusements #1	7/6/2023	9334 E. R L Thornton Fwy.	7
Special Event	Run for the Blue Dallas	7/8/2023	3011 Gulden Ln.	6
Special Event	Happiest Hour Summer Night	7/8/2023	2616 Olive St.	14
Special Event	Valley View Carnival #2	7/10/2023	13331 Preston Rd.	11
Special Event	Bastille on Bishop	7/14/2023	400 N. Bishop Ave.	1
Special Event	The Sound Community Market	7/14/2023	3111 Olympus Blvd.	6

KBHCCD Schedule of Events

KBHCC	Texas FFA	7/11/2023	650 S. Akard St.	2
KBHCC	Alternative Products Expo	7/13/2023	650 S. Akard St.	2
KBHCC	Celebrations	7/14/2023	650 S. Akard St.	2

Heat Plan for Unsheltered Residents

The following **Salvation Army** Dallas locations have Cooling Stations open for those that need to seek refuge from the heat. Snacks and bottled water are available. Additionally, the locations will distribute bottled water and box fans (beginning mid-July) through their food pantries.

- The Salvation Army Carr P. Collins Social Service Center—5302 Harry Hines Boulevard, Dallas; open 7 days a week
- The Salvation Army Pleasant Grove Corps Community Center—8341 Elam Road, Dallas; open M-F 9:00-5:00
- The Salvation Army Oak Cliff Corps Community Center—1617 W. Jefferson Boulevard, Dallas; open M-F 9:00-5:00

Details can also be found here: <https://salvationarmytx.org/north-texas/heat-relief>

Union Gospel Mission Dallas is extending check-in times to 7:00PM daily at Calvert Place Men's Shelter located at 3211 Irving Blvd. The chapel area has been converted into a pop-up cooling area. The shelter needs bottled water, Gatorade and donations for the purchase of a commercial outdoor misting system. For more information about UGM, please visit <https://ugmdallas.org/>

Our Calling is open on Monday through Saturday and will remain open if the heat index reaches 105 degrees. The facility will be open until 5:00 PM or until the heat index drops below 105. The heat index is determined using weather.gov for zip code 75215. The facility is closed on Sundays and holidays. There is a great need for bottled water. For more information, please visit <https://www.ourcalling.org>.

Austin Street Center will be providing access to their lobby for air conditioning, hydration and phone charging from 8am – 6pm daily. Any and all are welcome to use the lobby.

- Austin Street will be increasing their bed count to ensure the most vulnerable are able to gain access to a shelter bed. They will be waiving the requirement of having an ID.
- In-kind Donations needed include: Blankets, Towels, feminine products, shampoo, conditioner, toothbrush and toothpaste. A full list can be found at <https://austinstreet.org/donate/>
- All donations can be dropped off at 1717 Jeffries Street, Dallas TX 75229 daily from 9am – 5pm.

Staff from **The Bridge Homeless Recovery Center**, located at 1818 Corsicana St., are patrolling the immediate area and offering water to individuals. During these engagements, staff is encouraging unsheltered homeless citizens to go to The Bridge's campus to shower, cool down, and take advantage of all services. For more information at about The Bridge, visit <https://www.bridgehrc.org/>

**City of Dallas
Office of Homeless Solutions
TCB Update – June 29, 2023**

**Encampment Resolution (Cleaning) Schedule
June 26 – June 30, 2023**

Location	District
900 Ceremonial Dr	2
6500 Harry Hines Blvd	2
1900 W Mockingbird Ln	2
1642 N Stemmons & Oaklawn Ave	2
11550 Ferguson Rd	9

**OHS H.A.R.T. Outreach and Advocacy
June 19 – June 24, 2023**

Performance Measure	Total
Number of Service Request Closed within 10 days	9
Number of Service Request still open (pending closure)	22
Number of MCC's received for the week	7
Number of Locations Visited	22
Number of Individuals Engaged	60
Number of HMIS Entered	0
Number of Panhandlers Engaged	6

**H.A.R.T. Encampment Resolution (Cleaning) Schedule
June 26 – July 1, 2023**

Location	District
3155 W Wheatland Rd	4
Webb Chapel & LBJ Fwy	6