

# Memorandum



CITY OF DALLAS

DATE November 18, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **2024 Capital Bond Program - Community Bond Task Force Update**

## **Background**

On August 17, 2022, The Dallas City Council was briefed on the details and milestones of the Proposed 2024 Bond Program. During the meeting, Dallas City Council Members requested additional information about the Community Bond Task Force (CBTF). This memorandum outlines the CBTF formation and responsibilities.

## **What is the Community Bond Task Force (CBTF)?**

The CBTF is a 15-member board, comprised of a Chair appointed by the Mayor, and one member appointed by each Dallas City Council Member. The purpose of the CBTF is to assist the Dallas City Council in reviewing and selecting projects for consideration on the 2024 Capital Bond Program. The CBTF, along with the City Manager, will recommend a 2024 Capital Bond Program to the City Council in December 2023.

In addition to the CBTF, there will be five Community Bond Subcommittees (Subcommittees) to recommend, through consensus, a prioritized list of capital projects based on the themes of the bond program. The Subcommittees will have a chair appointed by the Mayor and one member who is appointed by each member of the Dallas City Council. The subcommittees will assist the CBTF and staff to identify citywide and district specific projects for each proposition. The Subcommittee chairs will present recommendations to the CBTF by selecting projects for the 2024 Capital Bond Program.

In accordance with the City's Racial Equity Plan, boards and commissions should include equitable Representation in Government and staff recommends representation that is reflective of the demographics in the community. This recommendation supports City's Equity Indicator *to adopt a policy end goal that boards and commissions would represent the demographics of those most impacted by the decisions.*

## **Community Bond Task Force and Subcommittees Responsibilities**

The following is the anticipated list of responsibilities, which may be *subject to change until CBTF, and Subcommittees are appointed by the Mayor and Council Members:*

- Collect public input at Town Hall meetings,
- Evaluate and respectfully discuss potential bond program projects,
- Recommend projects consistent with 2024 Capital Bond Guiding Principles provided by staff,
- Ensure all committee and community members have an opportunity to participate,
- Consistent meeting attendance and participation,

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- Adhering to the City of Dallas' Code of Ethics.

### **Staff Responsibilities**

Department Directors will serve as liaisons to the CBTF with the support of the Assistant City Manager of Infrastructure. The Subcommittees will also be assigned staff, appointed by Department Directors, who are knowledgeable of the City's Capital Bond process and able to present department project recommendations as subject matter experts for subcommittee consideration.

Below is the anticipated list of staff responsibilities, which may be *subject to change until liaisons are identified from each department*.

- Brief the 2024 Capital Bond Guiding Principles and staff recommendations,
- Guide the CBTF and Subcommittees to keep meetings on time and on subject,
- Respond to questions and concerns regarding the technical criteria, needs inventory, and projects.

### **Next Steps**

As part of the communication for the Proposed 2024 Capital Bond Program, a press release will be issued on November 18, 2022. The press release will include information to be briefed in upcoming City Council and Committee briefings.

Aside from periodic press releases, throughout FY 2023, Bond & Construction Management will brief the City Council and City Council Committees to share updates and seek feedback on the Proposed 2024 Capital Bond Program. Scheduled briefings include the Transportation and Infrastructure Committee on January 17, 2022, and City Council on February 5, 2023.

Should you have any questions regarding the information within this memorandum, please contact Adriana Castaneda, Director of the Office of Bond and Construction Management, at [adriana.castaneda@dallas.gov](mailto:adriana.castaneda@dallas.gov).



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c: TC Broadnax, City Manager  
Chris Caso, 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

Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, 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

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