

# Memorandum



DATE June 8, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

SUBJECT Taking Care of Business – June 5, 2018

## Update Items

### [Encampment Resolution Schedule June 5, 2018](#)

The Office of Homeless Solutions (OHS) scheduled the following sites for homeless encampment resolution on Tuesday June 5, 2018 at 9am:

- 4900 E R L Thornton (Barry St @ I-30)
- 600 S. Peak St @ I-30
- 500 S. Haskell Ave. @ I-30
- 500 S. Hill St. @ I-30
- Chestnut @ I-30
- 1816 Jeffries St.
- 2800 Santa Fe Ave
- 2600 Louise @ I-45
- 2500 Dawson @ I-45
- 2500 Hickory St
- 600 S. Malcolm X
- 2600 Taylor St.

OHS Street Outreach team have been engaging individuals experiencing homelessness to provide notice of clean-up and connect them to resources and shelter. OHS Community Mobilization will be meeting with stakeholders in the surrounding areas to determine long-term sustainability of encampment sites. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Chief of Community Services or Monica Hardman, Managing Director of Office of Homeless Solutions.

## New Items

### [Injured DFR Fire Fighter](#)

On Monday, June 4<sup>th</sup>, 2018, Dallas Fire-Rescue responded to multiple 911 calls for a structure fire, at 4300 Gaston Avenue, outside of Downtown Dallas. When firefighters arrived at the two-story vacant apartment complex, they observed flames coming from a first-floor apartment unit in the back of the complex. Firefighters were able to quickly access the unit and knock the fire down. Sometime after suppression efforts concluded, Firefighter Bryan Block began exhibiting symptoms believed to be associated with the heat and had to be taken to a nearby hospital. He is being discharged home and is expected to make a full recovery. The cause of the fire is currently undetermined. Should you have any questions or concerns, please contact Chief Coatney of Dallas Fire-Rescue.

DATE June 8, 2018  
SUBJECT Taking Care of Business – June 5, 2018

### Illegal Dumping at Dowdy Ferry: “Titan”

The Dallas City Marshal’s Office in collaboration with the North Texas SPCA is currently investigating the illegal dumping of a deceased dog, “Titan”, at the 2400 block of Dowdy Ferry Road in the City of Dallas. The SPCA investigator and detectives from the Marshal’s Office, Environmental Crime Unit are seeking possible additional evidence. If a suspect(s) is identified, criminal charges under the appropriate state statutes will be filed. Dallas Animal Services (DAS) has no jurisdiction over this case but will comply as needed to assist in the investigation. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Chief of Community Services or Ed Jamison, Director of Animal Services.

### Bulk and Brush Collection Delays - May and June

Due to heavy spring set-out volumes and resource issues (equipment availability and staffing) May collection schedules have been delayed. Sanitation Service’s crews are currently working to complete May 28 (Week 4) collection, with a goal to complete all areas by Wednesday, June 6th. It is estimated that crews will have collected over 20,000 tons in May, almost 40% above the monthly average. Below is the anticipated schedule for June, with a goal to be back on schedule by the end of Week 3.

Anticipated June Collection Schedule			
Collection Week	Programmed Start Date	Revised Start Date	Delay
Week 1	June 4 <sup>th</sup>	June 7 <sup>th</sup>	3 Day
Week 2	June 11 <sup>th</sup>	June 13 <sup>th</sup>	2 Day
Week 3	June 18 <sup>th</sup>	June 19 <sup>th</sup>	1 Day
Week 4	June 25 <sup>th</sup>	June 25 <sup>th</sup>	0

Sanitation Service crews have been working 6 days a week (10+ hours a day) since the first of May to collect and service all routes. Five crews from outside contractors, in addition to assistance from Code Compliance (collection crews) and Public Works (trucks drivers) have been working overtime to get us back schedule. Should you have any questions or concerns, please contact Kelly High, Director of Sanitation Services.

### City of Dallas and Dallas ISD Joint Education Task Force

The Joint Education Task Force (JETF) held its first meeting on March 22, 2018 with robust discussions on Census 2020, Welcoming Communities, and Charter Schools. Please find attached a letter from Co-Chairs, Council Member Mark Clayton and Trustee Audrey Pinkerton, detailing the outline and goals of the Task Force. The leadership of each entity will meet again in June 21, 2018 and anticipate the next Task Force meeting in mid-August as the next school year begins. Should you have questions or concerns, please contact Brett Wilkinson in the Office of Strategic Partnerships & Government Affairs.

DATE June 8, 2018  
SUBJECT **Taking Care of Business – June 5, 2018**

### **Media Inquiries**

As of June 5<sup>th</sup>, the City has received media requests from various news outlets regarding the following topics:

- DAS Animal Adoption Fees
- Pothole Repairs
- Library's Homeless Engagement Program

Please see the attached document compiling information provided to the media outlets for the week of May 29<sup>th</sup> – June 4<sup>th</sup> for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.

### **Look Ahead**

#### **City Council Briefings**

June 6, 2018

- Amendments to City Manager's Proposed FY 2018-19 Consolidated Plan Budget
- Dockless Vehicles Ordinance Discussion
- Motor Assisted Scooter Ordinance Discussion
- Proposed Changes to the Bulk and Brush Collection Program

June 20, 2018

- FY 2018-19 and FY 2019-20 Biennial Budget Update
- Homeless Solutions Proposed Strategy

Customer Service Management: 311 System Replacement



C. Broadnax  
City Manager

c: Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billerae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager  
Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors



City of Dallas

**Public Affairs & Outreach  
Media Requests  
May 29 to June 5**

**May 30; Tasha Stevens, KRLD 1080AM;** Could I do a short, taped, phone interview with you guys about the adoption fees being waived due to overcrowding? I can record between 1:30 and 3:30pm.

**City response:** Ed Jamison, Director of Dallas Animal Services provided an interview, covering:

- **Why are we so full?** The warmer weather brings more animals into the shelter.
- **Does the animal come with anything?** Vaccinations, spay/neuter, & microchip.
- **Why are we trying so hard to find homes?** Because so many amazing animals come into our care.
- **Do we think bad people will adopt because the fees are waived?** No. Studies show that the price a person pays for an animal has no correlation to the amount of love they will give it.

**May 31; James Potter, Patch;** I'm a reporter with Patch in Dallas. I'm inquiring to see when the waived pet adoption period ends via Dallas Animal Services

**City Response:** The waived adoption fee will continue until the facilities are no longer at or over capacity.

**May 31; Cody Lillich, NBC 5;** In reference to the tweet this morning about OEM going to Level 2 of their Heat Alert plan, can we receive a complete copy of the city's extended heat plan?

**City Response:** Emailed Mr. Lillich OEM's updated Heat Alert plan

**June 1; Larry Collins, NBC 5;** We are working on a story about potholes and I was hoping to get some information.

How can citizens report potholes and request those potholes get filled?  
How long does it normally take to get a pothole taken care of after someone reports an issue.  
How many pothole complaints were received by the city in 2017 and so far in 2018?

**City response:** Potholes can be reported by calling 311, the 311 app, or online at <http://dallascityhall.com/services/311> ; Hazardous potholes are fulfilled within 24 hours. Routine repairs take 3 to 5 business days. ; In 2017 there were 13,211 pothole requests created. So far in 2018, there have been 7,598 service requests created for pothole repairs.

**Dallas Police Media:**

**June 2; Fox 4, NBC5, WFAA, CBS 11, DMN;** Inquiries related to a shooting on the 13000 block of Fall Manor Drive.

**City response:** On June 2, 2018 at 6:45 a.m., officers responded to a shooting call at the 13000 block of Fall Manor Drive. Upon arrival, they were met by the suspect, who stated that



### City of Dallas

she had shot her husband. The victim was transported to Presbyterian Dallas, where he was pronounced deceased. The suspect was transported to Jack Evans Head Quarters, where she reported that she shot her husband as he was beating the family cat. The suspect was arrested for Murder and will be transported to Lew Sterrett. This offense will be documented on case number 118254-2018.

**June 4; Fox 4, NBC5, WFAA, CBS 11, DMN;** Inquiries related to a shooting at 4600 Spring Ave.

**City response:** On June 3, 2018, at approximately 9:20pm, a disturbance broke out between unknown males attending a football game in the 4600 block of Spring Avenue. According to witnesses, a Black male walked up to the field then got on a moped and drove to the middle of the field when he opened fired on the crowd. A witness stated that multiple people began shooting towards that shooter on the moped. A total of five individuals were shot. Two females are listed in critical condition, one female is listed in stable condition, and two males are listed in stable conditions. There are no named suspects at this time. This incident will be documented on Case #119669-2018.

**Dallas Public Library Media:**

**May 31; James Rose, Fox 4;** inquired about services offered to people looking to escape the heat.

**City response:** We don't have specific numbers on people who come into the library for only that reason. Everyone is welcome to the library, whether it's to escape the heat, attend a free program or event or to use any of the library's services, such as job search, access to computers, earning a GED, etc.

**May 31; Robbie Owens, CBS 11;** Interviewed Library Director Jo Giudice and Adult Services Administrator Heather Lowe regarding the Library's Homeless Engagement Program.

#### Talking points:

- The library is a welcoming place; we provide access to information and we are about helping people, including our homeless neighbors, navigate the world
- At its heart, the library is a service agency
- Once the library was about access to books, now it's about access to computers, to online resources, service providers, etc.
- We will always have books in the library, but we are much more than books
- We are about relationships and relationship building with all our customers
- Clearly, the engagement the library provides can be critical in the lives of our homeless patrons
- We are not a social service agency, we don't have case workers, we're not putting people directly into housing, but we can supplement what service providers do
- Encourage public to attend our Community Forum in November



**City of Dallas**  
**Dallas Fire-Rescue Department**  
Media Requests: May 28, 2018 – June 3, 2018.

**May 30, 2018: Maria Guerrero, NBC5** – Interview with DFR Lieutenant, Regina Trail, regarding her becoming the first African American female to be promoted to Lieutenant, in Fire Operations, in the department's history.

**City Response:** Invited her to the May 31<sup>st</sup> promotional ceremony (for B-roll), and coordinated interviews for her, her family and DFR's Fire Chief

**Background:** Lt. Trail has been with DFR since October 2008, and is currently assigned to the Recruiting Division. She is the niece of Retiree, Robert Trail, who served DFR and the City of Dallas for 31 years before retiring in 2012. The story ran Thursday, May 31<sup>st</sup>, at 4:30 p.m., and can be viewed at the following link: <http://www.nbcdfw.com/news/local/Dallas-Fire-Rescue-Celebrates-Historic-Promotion-484187401.html?akmobile=o>

**May 31, 2018: ALL NEWS OUTLETS** – Do you have information to share about a Water Rescue DFR is responding to at 3000 Rochester Street (William Blair Jr., Park)?

**City Response:** On Thursday, May 31<sup>st</sup>, at [12:35 p.m.](#), Dallas Fire-Rescue responded to a 911 call for a Water Rescue, after witnesses saw a man go out into the lake at Rochester/William Blair Jr. Park, go underwater and never resurface. Using information, provided by witnesses, DFR boats were able to narrow down their search area and get sonar feedback near the location the man was last seen. Soon after, they located the body at that spot, extracted it from the water, with the assistance of the DPD Dive Team, and transferred it to the custody of the Dallas County Medical Examiner.

**June 1, 2018: ALL MEDIA OUTLETS** – Do you have any information you can share about a fire DFR is responding to at The Bridge Homeless Shelter?

**City Response:** Saturday, June 2<sup>nd</sup>, at 3:49 p.m., Dallas Fire-Rescue responded to a 911 call for a fire at The Bridge Homeless Shelter, located at 1818 Corsicana Street, in Downtown Dallas.

When firefighters arrived at the location they observed fire coming from a transformer in a parking lot outside one of the buildings that make up the facility. After conducting a primary search of all of the buildings, it was confirmed that there was no fire inside the shelter; however, at least 250 people and 12 dogs (addressed by Dallas Animal Services) were still evacuated from the location.

Due to the fire's nature and involved contents, firefighters had to attack the flames using dry powder extinguishers before bringing it under control. Thankfully, there were no injuries reported as a result of the fire, and no one had to be taken to the hospital.



#### **City of Dallas**

Though there was no interior damage, the fire left the shelter without power. Staff from the City's Office of Emergency Management assisted in the temporary housing of the displaced, overnight on Saturday at the "Stewpot", and on Sunday at "Our Calling", before the shelter was reopened on Sunday evening at approximately 7:00 p.m.



## City of Dallas

May 22, 2018



As chairs of the Dallas ISD and City of Dallas Joint Education Task Force (JETF), we would like to thank you for attending the first meeting on March 22, 2018. Along with Councilmembers Jennifer Gates and Casey Thomas, and Trustees Joyce Foreman and Dustin Marshall, the Task Force had quite a robust conversation on the 2020 Census, Welcoming Communities, and Charter Schools to kick-off the initial meeting (please see the attached minutes from the meeting). The Task Force is excited to forge this partnership aimed at creating an even stronger Dallas.

Understanding that the work of the City and of the School District intersect and impact one another, the Dallas City Council and the Dallas ISD Board of Trustees have come together in order to work towards achieving common goals and objectives, and to discuss substantive issues relating to the City's youth; opportunities for collaboration and advocacy; and implementation of programs, services, and policies.

The JETF will focus on five Joint Strategic Education Initiatives in 2018. These initiatives include: Teen Pregnancy, Immigration and Welcoming Communities/Census 2020, Youth Leadership in the City, Homelessness, and Collegiate Academies/Workforce Development. In addition, the JETF will identify other policies and practices that support the entire life of a learner and their families through community development and public infrastructure, housing, economic and sustainable development to create wrap around sustainable quality of life.

The JETF has committed to meeting quarterly to advocate and advise on behalf of current policies, new policies, policy modifications, and funding opportunities from federal, state, and local resources pertaining to the adopted Joint Strategic Education Initiatives. Additionally, the JETF will build interest and help engage their respective colleagues in the significant issues surrounding the Initiatives, and serve as a sounding board toward the advancement of those initiatives.

The Task Force would like to thank you all for your commitment to the City of Dallas and Dallas ISD, and to the education of our students. We will be in touch shortly with proposed dates and times for our future meetings.

Sincerely,

A handwritten signature in black ink that appears to read 'mjt'.

Mark Clayton  
City Councilmember  
City of Dallas  
Co-Chair, Joint Education Task Force

A handwritten signature in blue ink that appears to read 'Audrey Pinkerton'.

Audrey Pinkerton  
Trustee  
Dallas Independent School District  
Co-Chair, Joint Education Task Force

March 22, 2018

## **Meeting Notes: City of Dallas and Dallas ISD Joint Education Task Force**

---

On Thursday, March 22, the City of Dallas and Dallas ISD Joint Education Task Force convened for their first meeting of 2018. Present were task force members: Councilmember and City Chair Mark Clayton; Trustee and Dallas ISD Chair Audrey Pinkerton; Councilmember Jennifer Gates; Trustee Joyce Foreman; Councilmember Casey Thomas and Trustee Dustin Marshall.

### **Call to Order at 1:30 P.M.**

**Introduction/ Announcements:** Councilmember Mark Clayton and Trustee Audrey Pinkerton

**Item 1:** The meeting took place at Momentous Institute where the Executive Director Michelle Kinder gave a welcome and brief overview of social and emotional learning. (**No Further Action Required**)

**Item 2:** Following the City's Managing Director of the Office of Strategic Partnerships and Government Affairs Brett Wilkinson presented on Census 2020. The city is asking the district for support on this initiative through the following avenues:

#### **Action Requested:**

- Participate in the Mayor's Complete Count Committee
- Help identify and engage community partners and grass roots organizations
- Inform district employees and students regarding the importance of the Census and their participation
- Enlist the assistance of Parent Teacher Associations in the Census
- Distribute Census message and promotional material at district facilities and through e-communication
- Engage Teen Board and the City's Youth Commission to carry the Census message to their peers and community

**Recommendation(s):** All three trustees that sit on the task force voiced support for assisting the city on this endeavor.

**Next Steps:** This item will be briefed to both City and District Leadership at the next Joint Leadership Team Meeting in June.

**Due Date:** City is looking to launch this initiative in mid 2018. Will update as needed.

**Staff Assigned:** TBD after joint leadership meeting in June.

**Item 3:** This item was presented by Liz Cedillo, Director of Welcoming Communities and Immigrant Affairs. In lieu of recent events targeting the unauthorized population, Liz is charged with looking at ways to engage the public and foster community relationship as well as educate them on current immigration policy and their rights. The city is requesting the district support this effort through the following:

#### **Action Requested:**

- Create welcoming hubs at district facilities/campuses
- Host DACA and Family Preparedness Trainings
- Host information forums to educate parents and community members regarding SB4
- District to accept City Issued Identification Cards as valid form of identification

**Recommendation(s):** Trustee Marshall would like to host a few of these community meetings as part of the Lone Star Governance Policy to fulfill the community meeting requirements. Trustee Foreman asked that this be looked into further before committing.

**Next Steps:** This item will be briefed to both City and District Leadership at the next Joint Leadership Team Meeting in June. Will discuss the Trustee's concerns and report back in June.

**Due Date:** TBD/ Welcome hubs are looking to launch by the end of 2018/ early 2019. This item is still in planning/design phase.

**Staff Assigned:** Deputy Superintendent Israel Cordero is working with Liz Cedillo on Dallas ISD's participation.

**Item 4:** On behalf of Dallas ISD, Deputy Superintendent Israel Cordero gave a brief overview over the Racial Equity Audit and where we are to date. The group has asked that once the study is finalized and is ready to be shared to please present the findings at a future meeting.

**Next Steps:** Provide finalized report to the task force at the next meeting.

**Due Date:** Next meeting has not been determined.

**Staff Assigned:** Deputy Superintendent Israel Cordero

**Item 5:** Trustee Joyce Foreman opened up a discussion regarding the over saturation of charter schools in certain districts, primarily in the southern half of Dallas.

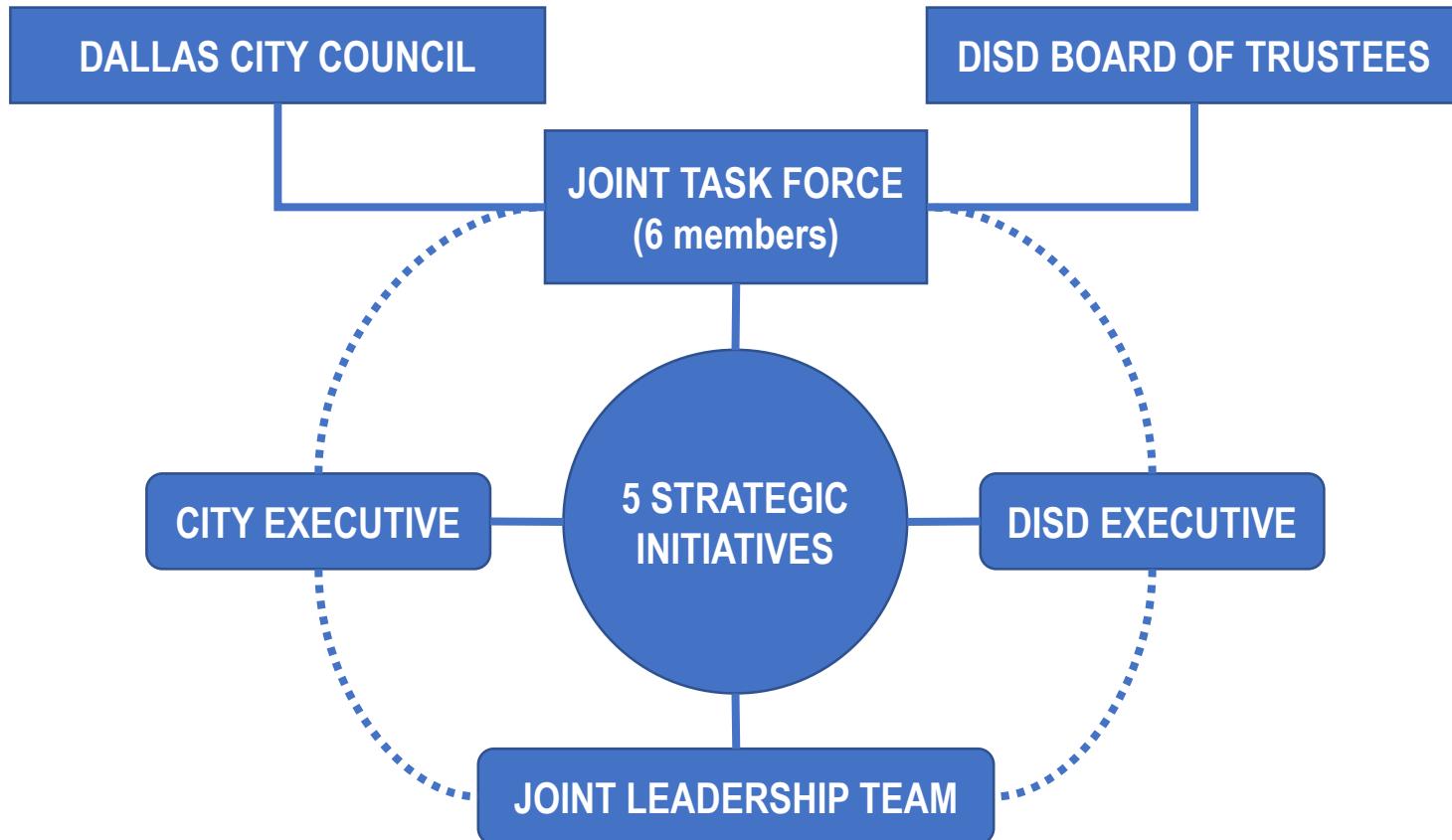
**Recommendation(s):** To review best practices and conduct the study although there were mixed reviews among task force members for this item.

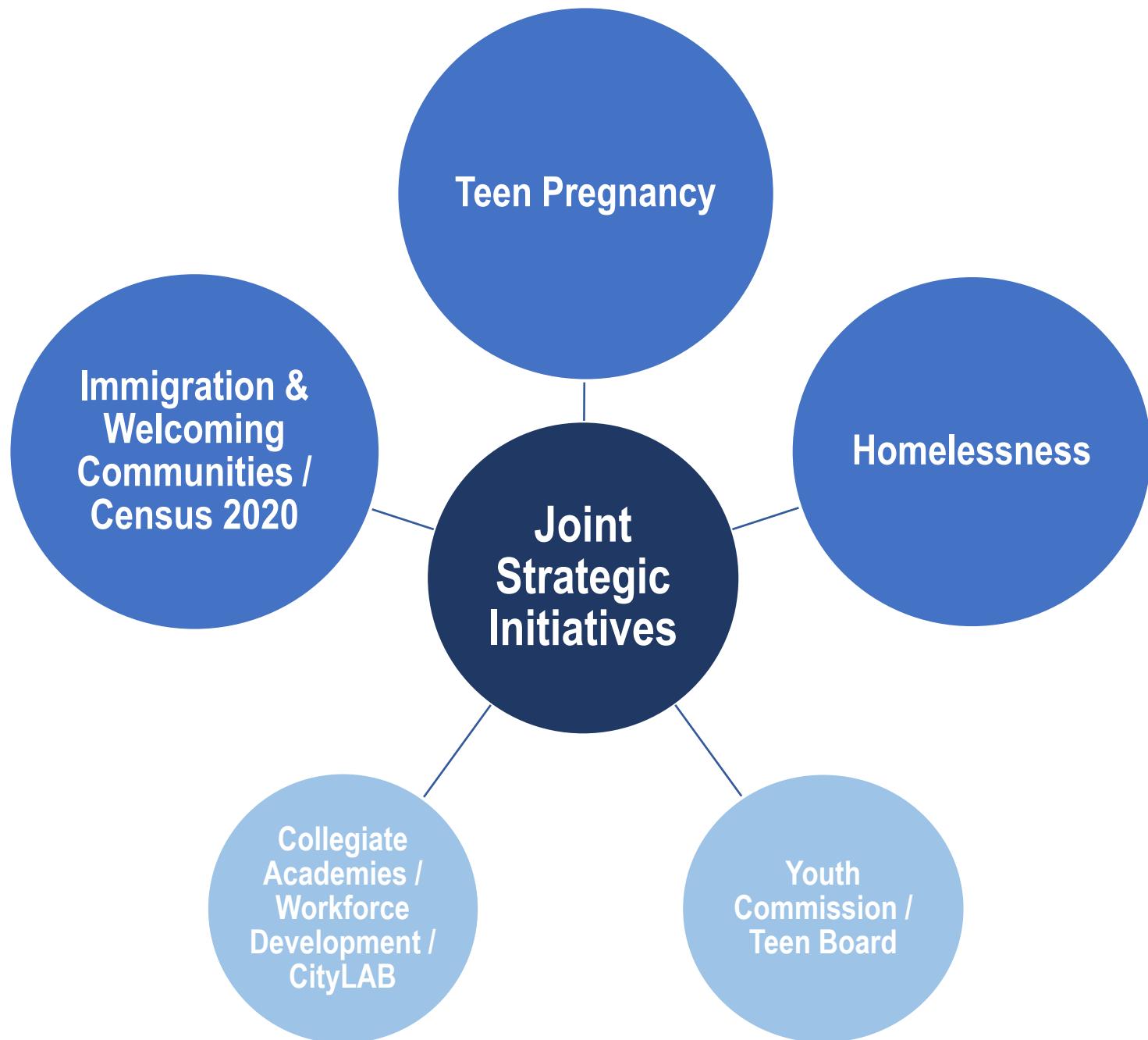
**Next Steps:** Councilmember Thomas is looking at conducting a study to see how the city can be more informed about Charters when approving specific use permits.

**Due Date:** TBD

**Staff Assigned:** Deputy Superintendent Israel Cordero will follow up with Councilmember Thomas to see the districts involvement with the proposed study.

# **CITY OF DALLAS/DISD EDUCATION PARTNERSHIP**





# Memorandum



CITY OF DALLAS

DATE June 8, 2018

TO The Honorable Mayor and Members of the City Council

SUBJECT **Review of Interlocal Agreements**

In response to questions asked regarding the status and contract compliance of interlocal agreements (ILA's) at the City Council briefing in January 2018 regarding Dallas County Schools, staff advised that we would review existing ILA's to determine operational and/or financial impacts if the agreements were terminated.

In January, a list of 356 ILA's was provided to Council via memorandum with a commitment to review the list and report back any ILA's which may be of concern within 90-120 days. This list included all approved City Council actions and any Administrative Actions which included the term "interlocal agreement". Since that time, the list has been reviewed and analyzed to determine the status of the agreements. The list spanned a 10-year period, so many of the ILA's have been completed. Also, many ILA's are renewed annually or on a periodic basis creating duplicate records within the list.

We reviewed the relative risk of each category and focused our review on those contracts with significant operational impact and/or significant revenue implications. From the original list of 356, 112 unique ILA's are currently open. We are pleased to report no immediate issues exist with these open ILA's. However, we have identified a potential future funding issue with the City's agreement with the Dallas County Sheriff's Office for traffic management services to perform law enforcement activities on specified highways [I-35, I-20, I-30, I-75, Loop 12, I-45 and Woodwall Rodgers Freeway] within the city limits. Funding to support this agreement previously included financial support from NCTCOG; however, the funding will no longer be available for future fiscal years. The County has committed to maintaining the current funding arrangement of \$600,000 from the City until FY18-19. We will begin discussions with the County regarding this ILA as the potential operational impact of the loss of this contract could be significant if DPD needs to resume responding to calls on these highways.

The agreements can be divided into several broad categories which are described below.

1. **Operational** – These agreements either provide or purchase a wide range of services from other governments. This category includes the riskiest contracts to the City in terms of potential impact on the City's operations should the other entity not be able to provide services or opts to discontinue services or payment for cost sharing.
2. **Purchased Services** - Instead of contracting with a private sector or non-profit vendor, the City has opted to partner with other government(s) to receive services. In many cases, pooling of costs with multiple jurisdictions creates economies of scale. Replacing these services with a private sector vendor would likely be priced significantly higher. In some instances, the services are simply not available from the private sector.

DATE June 8, 2018  
 SUBJECT Review of Interlocal Agreements

**Agreements for purchased services include:**

Entity	Service	Term
Dallas County - Tax Office	Bill and collect property taxes.	Indefinite
Dallas County – Sheriff	Provides traffic management on specified highways in the City of Dallas	09/30/2018 Annual Renewal
Dallas County – Household Hazardous Waste Collections	Waste collection events and drop off locations	09/30/2022
Various Local Government Investment Pools	Purchase pooled investments for City's treasury	Indefinite
Dallas County – Southwest Forensic Science Institute	Provision of forensic, drug, toxicological, environmental, and physical evidence analysis	09/30/2018 Annual Renewal
Dallas County – Parkland Hospital System	Bio-medical on-line supervision for EMS patients	09/30/2018
Dallas County - TXDOT	Scofflaw program to prevent registration of vehicles of owners with outstanding municipal court tickets	Indefinite
Dallas County – Health & Human Services	Professional services of its Health Authority Health authority	09/30/2019
DART	Operation and maintenance of the street car program	Indefinite
NTTA	Toll tag service at Love Field parking garages	09/30/2018
Texas Municipal League	Risk pool for excess workers' compensation insurance policies	02/1/2019

3. **City provides the services.** There are several agreements where the City is the service provider and receives revenue from other jurisdictions for a pro-rata share of the other jurisdiction's cost. In many instances, a reduction in cost sharing revenue would not likely result in reduced expenses to the City.

**Agreements include:**

Entity	Service	Term
Dallas County	Annual financial support for City's efforts addressing homelessness	09/30/2018
Dallas County	Payment for use of City's radio system	09/30/2020
TXDOT	Partial reimbursement of City's cost to mow rights-of-way along state highways	06/15/2021
Richardson ISD	Reimbursement for 2 police officers provided for law enforcement services at RISD locations	Indefinite
Dallas ISD	Reimbursement for afterschool programs provided at DISD locations	06/30/2020

DATE June 8, 2018  
 SUBJECT Review of Interlocal Agreements

4. **D/FW Airport Revenue Sharing** - Agreements to receive a pro-rata share of specific tax and other revenues generated on DFW Airport property in the cities that overlap the Airport's boundaries. Revenue is shared with the airport owner cities Dallas and Fort Worth as well as the jurisdiction in which the property is located. These agreements generate significant General Fund revenue. The contracts include requirements for annual independent procedures be conducted to ensure the revenue share amounts are calculated correctly.
5. **Purchasing** – State law allows for governmental entities to utilize the formal procurement process of another governmental entity as a means to contract with vendors without having to recreate the same purchasing process on its own. 31 of the agreements in the ILA list were approved to enter into a purchase with a vendor utilizing the ILA as the conduit. In these instances, the underlying contract with the vendor carries the risk, not the ILA, which is simply the vehicle used to facilitate the transaction. The City has entered into over 150 of these agreements to expedite the purchasing process.
6. **Construction Cost-sharing** – Agreements to cost share for construction of streets and traffic signals. The arrangements include both the City contributing funds for another entity to manage projects and the City receiving funds to manage the construction.
7. **Land Transactions** – Purchase/sale of land; temporary/permanent easements transactions with other governmental entities. Permanent easements do not have an end date so these ILA's remain open indefinitely.

As we continue to implement our Enterprise Contract Management System, each ILA will have an on-line monitoring plan with established monitoring activities at specified intervals.

Please let me know if you have questions on the ILA review process and/or the contract management system implementation currently underway.



Kimberly B. Tolbert  
 Chief of Staff to the City Manager

c: T. C Broadnax, City Manager  
 Larry Casto, City Attorney  
 Craig D. Kinton, City Auditor  
 Bilierae Johnson, City Secretary  
 Daniel F. Solis, Administrative Judge  
 Majed A. Al-Ghafry, Assistant City Manager  
 Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager  
 Joey Zapata, Assistant City Manager  
 M. Elizabeth Reich, Chief Financial Officer  
 Nadia Chandler Hardy, Chief of Community Services  
 Raquel Favela, Chief of Economic Development & Neighborhood Services  
 Theresa O'Donnell, Chief of Resilience  
 Directors and Assistant Directors

# Memorandum



DATE June 8, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council  
SUBJECT Dallas Police Incident Data on City's Open Data Portal

I would like to bring to your attention that over the past few weeks, we have received multiple inquiries from citizens and community watch groups regarding police incident data that is published on the Open Data Portal. The current challenges include missing incident records and the latency in the data refresh cycle on the portal.

Dallas Police Department (DPD) and Communication Information Services (CIS) have been investigating the root cause for these issues and have narrowed it down to two variables that impacted the publication of the incident data. They are as follows:

- The NIBRS upgrade in February 2018 had an impact on data fields being filtered (filters are based on established state data privacy rules)
- The Open Data Portal solution upgrade impacted the data refresh cycle

It is our goal to restore this service back to established levels as soon as possible. Both departments have been working in conjunction with the vendor to ensure all permissible police incident records are available on the City's Open Data Portal.

Please feel free to contact me if you have any questions or concerns.

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

Jon Fortune  
Assistant City Manager

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Bilierae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jo M.(Jody) Puckett, Assistant City Manager(I)  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 8, 2018

TO Honorable Mayor and Members of the City Council  
SUBJECT **City License Applications**

Attached is a list of the most recent Dance Hall and/or Sexual Oriented Business applications received for the week of May 28- June 6, 2018 by the Strategic Deployment Bureau Licensing Squad of the Dallas Police Department.

Please have your staff contact Sergeant Lisette Rivera #7947, at (214) 670-4811 and/or by email at [lisette.rivera@dpd.ci.dallas.tx.us](mailto:lisette.rivera@dpd.ci.dallas.tx.us) should you need further information.

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

Jon Fortune  
Assistant City Manager

[Attachment]

cc: Honorable Mayor and Members of the City Council  
T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Bilierae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafray, Assistant City Manager

Jo M. (Jody) Puckett, Assistant City Manager (Interim)  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

# **Weekly License Application Report**

**May 31, 2018 - June 07, 2018**

<b>BEAT</b>	<b>DIST.</b>	<b>NAME OF BUSINESS</b>	<b>ADDRESS</b>	<b>LICENSE</b>	<b>STATUS</b>	<b>LATE HOUR</b>	<b>DATE</b>	<b>APPLICANT</b>
545	2	STATION 4	3911 CEDAR SPRINGS RD	DH-CLASS A	RENEWAL	YES	5/31/2018	KILHOFFER, GREG
543	2	EL NUEVO AMANECER	4340 MAPLE AVE	DH-CLASS A	RENEWAL	YES	6/01/2018	CRUZ, CARLOS
534	6	EL CRISTAL BAR	10523 HARRY HINES BLVD	DH-CLASS A	RENEWAL	YES	6/01/2018	ANDRES VILLAPANDO
551	6	DALLAS CABARET	11569 HARRY HINES BLVD	DH-CLASS A	RENEWAL	YES	6/01/2018	DOUGLAS ERNEST
534	6	DALLAS CABARET	2436-2452 WALNUT RIDGE ST	DH-CLASS A	RENEWAL	YES	6/01/2018	DOUGLAS ERNEST

**License Definitions:**

- DH - Class "A" -Dance Hall - Dancing Permitted 3 Days Or More A Week*
- DH - Class "B" Dance Hall - Dancing Permitted Less Than Three Days a Week*
- DH - Class "C" Dance Hall - Dancing Scheduled One Day At A Time*
- DH - Class "E" Dance Hall - Dancing Permitted Seven Days A Week for Persons Age 14 through Age 18 Only*
- LH - Late Hours Permit - Can Operate A Dance Hall Until 4:00*
- BH - Billiard Hall - Billiards Are Played*
- SOB - Sexually Oriented Business - Adult Arcade / Adult Book/Video Store / Adult Cabaret / Adult Adult Theater / Escort Agency / Nude Model Studio*

# Memorandum



DATE June 8, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

SUBJECT **June 13, 2018 Council Agenda Item # 45 - Multifamily Recycling Ordinance**

On your June 13<sup>th</sup> Council Agenda, Item # 45 is an ordinance amending Chapter 18 "Municipal Solid Wastes" of the Dallas City Code related to recycling requirements for multifamily properties. Specifically, the ordinance provides regulations for owners of multifamily sites regarding collection and removal of recyclable materials from multifamily sites; adds a new article regarding multifamily site recycling collection and removal services; provides permit and reporting requirements for multifamily site recycling collection service businesses; and provides guidelines regarding inspections of vehicles of multifamily site recycling collection service businesses.

Sanitation Services briefed the Quality of Life, Arts and Culture Committee originally on January 22, 2018 then again on May 14, 2018 with a proposed multifamily recycling ordinance that would go into effect January 1, 2020, if approved. The proposed ordinance would require multifamily properties, over 8 units, to provide recycling access to their tenants. The Committee recommended the ordinance be moved forward for full council consideration. Since approximately 50-55% of the population in Dallas lives in multifamily units, ensuring that these residents have access to recycling is an important part of the City's overall waste diversion goals and why it's a key component of the City's Long-range Solid Waste Management Plan ("Zero Waste" Plan).

If you have any questions related to this agenda item or the multifamily recycling ordinance, please feel free to contact myself or Kelly High, Director of the Department of Sanitation Services.

A handwritten signature in black ink, appearing to read "Jody Puckett".

Jo M. (Jody) Puckett  
Assistant City Manager (I)

[Attachment]

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billerae Johnson, City Secretary  
Daniel F. Solis, 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  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

ORDINANCE NO. \_\_\_\_\_

An ordinance amending Chapter 18, "Municipal Solid Wastes," of the Dallas City Code, by amending Sections 18-2 and 18-12.1; adding Section 18-5.1; adding Article IV-a; clarifying and adding definitions; providing regulations for owners of multifamily sites regarding collection and removal of recyclable materials from multifamily sites; adding a new article regarding multifamily site recycling collection and removal services; providing permit and reporting requirements for multifamily site recycling collection service businesses; provide guidelines regarding inspections of vehicles of multifamily site recycling collection service businesses and provisions regarding suspensions and revocations of recycling permits; providing a penalty not to exceed \$500; providing a saving clause; providing a severability clause; and providing an effective date.

WHEREAS, the city seeks to increase residents' access to recycling services because recycling reduces solid waste accumulations that are harmful to human health and the environment;

WHEREAS, recyclable materials are taking up valuable space at the city's landfill when they could more beneficially be processed at recycling facilities;

WHEREAS, the city has passed a zero-waste plan and the regulations in this ordinance are consistent with the plan and will further the goals of the plan; Now, Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That Section 18-2, "Definitions," of Article I, "Collection and Disposal," of Chapter 18, "Municipal Solid Wastes," of the Dallas City Code, is amended to read as follows:

**"SEC. 18-2 DEFINITIONS.**

For the purpose of this chapter, the following words and phrases have the meanings respectively ascribed to them by this section:

(1) ALLEY. Any public way, generally of less width than a street, used for public utility purposes and right-of-way and as an alternate secondary or emergency route for vehicular and pedestrian traffic, generally situated at the rear of or alongside a tier of lots.

(2) ~~[APARTMENT. Apartment as defined by the building code.]~~

(3) APARTMENT HOUSE. Apartment house as defined by the building code.

(3[4]) BRUSH. Cuttings or trimmings, individual pieces not exceeding six inches in diameter, from trees, shrubs, or lawns and similar materials, further categorized as:

(A) OVERSIZE BRUSH. Brush of lengths exceeding five feet.

(B) SIZED BRUSH. Brush of lengths not exceeding five feet.

(C) BUNDLED BRUSH. Sized brush tied in bundles, not exceeding 50 pounds in weight.

(D) CONTAINERIZED BRUSH. Sized brush in containers not exceeding a combined weight of 50 pounds.

(4[5]) BUILDING. A structure used or intended for supporting or sheltering any use or occupancy.

(5[6]) BUILDING CODE. The Dallas Building Code, as amended.

(6[7]) CITY. The city of Dallas, Texas.

(7[8]) CODE. The Dallas City Code, as amended.

(8[9]) COMMERCIAL ESTABLISHMENT. Any structure intended or used for the purpose of conducting a commercial business enterprise.

(9[10]) CONTAINER. A receptacle for the deposit of solid waste, including garbage and recyclable materials (meeting the requirements of Section 18-3 for containers).

(10[11]) DESIGNATED ALLEY. An alley that is not paved to city standard with concrete or asphalt, that has a right-of-way less than 12 feet in width, that deadends, that serves a dual use as a lined drainage channel, or that involves other unusual conditions and which has been designated by the director of sanitation.

[12] Reserved.]

(11[12]) DIRECTOR OF SANITATION. The head of the department of sanitation services of the city or any authorized representative.

(12[14]) DOWNTOWN AREA. The area within the Dallas city limits bounded by the west line of Houston Street, the south line of all properties on the south side of Young Street, the east line of Pearl Street, and the south line of Gaston-Pacific extension.

(13[15]) DRIVE-IN SERVICE. Service involving city sanitation service employees driving in on private property to collect garbage or recyclable materials.

(14[16]) DRY SOLID WASTE. Trash (or rubbish), as defined in this section.

(15[17]) DUPLEX. A structure intended for the use and occupancy as two family dwelling units.

(16[18]) DWELLING UNIT. Dwelling unit has the meaning assigned in Section 51A-2.102 of the Dallas Development Code, as amended [as defined by the building code].

(17[19]) FOOD ESTABLISHMENT. Cafe, restaurant, or other similar establishment serving food or food products, including quick service drive-ins where food is prepared or served.

(18[20]) GARBAGE. Solid waste consisting of putrescible animal and vegetable waste materials resulting from the handling, preparation, cooking, and consumption of food, including waste materials from markets, storage facilities, handling and sale of produce, and other food products.

(19[21]) ILLEGALLY DUMPED SOLID WASTE. Any solid waste placed on property with or without the consent of the owner or person in control.

(20[22]) INDUSTRIAL SOLID WASTE. Solid waste resulting from or incidental to any process of industry or manufacturing, or mining or agricultural operations.

(21[23]) INSTITUTION OR INSTITUTIONAL. Any church, church building, or structure housing any charitable or[;] philanthropic~~[, or eleemosynary]~~ undertaking, or any school.

(22[24]) MANAGER. The person in charge of real estate used for apartment, institutional, or commercial purposes.

(23[25]) MANUAL COLLECTION. The service rendered in collecting municipal solid waste, including recyclable materials, in bags or from containers where sanitation workers pick up the bags and containers manually instead of by mechanical means.

(24[26]) MOBILE HOME PARK. Six or more mobile home type dwelling units or mobile home parking spaces that are:

(A) all located on one lot under single ownership; and

(B) only accessible by a private road.

(25[27]) MULCH. Cutting grass, weeds, and similar vegetation into fine particles.

(26) MULTIFAMILY SITE RECYCLING COLLECTION SERVICE. The business of removing recyclable material, for processing, from a multifamily site for compliance with Section 18-5.1 of this code.

(27) MULTIFAMILY SITE. Multifamily site means eight or more dwelling units on a lot.

(28) MUNICIPAL SOLID WASTE. Solid waste resulting from or incidental to municipal, community, commercial, and recreational activities, including garbage, trash (or rubbish), ashes, street cleanings, dead animals, and all other solid waste other than industrial solid waste.

(29) OCCUPANT. A person living on premises or in control of premises.

(30) OWNER. A person or the person's agent, including a condominium or homeowner's association, jointly or severally, with an ownership interest in a commercial establishment, multifamily site, residence, or duplex[The record title holder of real property].

(31) PACKOUT SERVICE. Service involving city sanitation service employees walking in on private property or walking in to a point that is not immediately adjacent to a location reasonably accessible to the standard city garbage or recycling truck by route of a public right-of-way to collect garbage or recyclable materials.

(32) PARKWAY. The area ordinarily intervening between the curb line of a street and the adjacent property line, or the sidewalk if a sidewalk exists.

(33) PERMITTEE. Any person licensed by the city of Dallas to contract to collect, remove, or dispose of solid waste.

(34) PERSON. Any individual, corporation, organization, partnership, association, or any other legal entity.

(35) PROPERTY LINE. The peripheral boundary of real estate.

(36) PUBLIC UTILITY EASEMENT. A right- of-way used or dedicated to be used by any public utility, including but not limited to services such as electricity, telephone, gas, solid waste collection, water, sewer, and drainage.

(37) PUBLIC WAY. Any street, alley, easement, or other right-of-way.

(38) RECYCLING. The process of collecting, sorting, cleansing, treating, and reconstituting recyclable materials for the purpose of using the altered form in the manufacture of a new product.

(39) RECYCLABLE MATERIAL. Any material or product designated in writing by the director of sanitation as being suitable for re-use and/or recycling.

(40) RESIDENCE. A structure intended for use and occupancy as a one family dwelling unit, including a mobile type dwelling unit that is not part of a mobile home park.

(41) ROLLCART. A plastic receptacle, which is furnished by the city for the collection of residential refuse and recyclable materials, that:

- (A) has two wheels and a lid;
- (B) is designed to be lifted and emptied mechanically;
- (C) is too large for handling by manual means; and
- (D) is from 48 to 96 gallons.

(42) ROLLCART SERVICE. The service rendered in collecting municipal solid waste, including recyclable materials, by mechanical means from rollcart containers furnished by the city.

(43) SANITARY LANDFILL. A method of disposing of municipal solid waste on land without creating a nuisance or hazard to public health or safety by utilizing the principles of engineering to confine the solid waste to the smallest practical area, to reduce it to the smallest practical volume, and to cover it with a layer of earth at appropriate periodic intervals.

(44) SANITATION SERVICES. The department of the city that is responsible for the operation of the city's solid waste collection and disposal utility, including, but not limited to, the collection, removal, disposal, and processing of municipal solid waste (including recyclable materials).

(45) STREET. Any public roadway for the passage of vehicular and pedestrian traffic.

(46) TRASH (OR RUBBISH). Municipal solid wastes other than garbage and further categorized as:

- (A) BULKY TRASH. Furniture, appliances, tree trunks, and other similar objects too large for routine placement in normal compaction-type collection vehicles.
- (B) YARD TRASH. Leaves, grass, twigs, and other similar objects.
- (C) HOUSEHOLD TRASH. Paper, wood, glass, metal, cans, rags, cartons, rubber, plastic, and other similar materials.
- (D) CONTAINERIZED TRASH. Household or yard trash in containers not exceeding a combined weight of 50 pounds.

(47) UNPAVED ALLEY. Any alley not paved with concrete or asphalt.

(48) VEGETATION. Any plant growth.

(49) VEHICLES. Every wheeled conveyance or any other device in, or by which any property may be transported or drawn upon a public street or highway, including devices used exclusively on stationary rails or tracks.

(50) WALKWAY. Any area, paved or unpaved, normally used as a pedestrian right-of-way.

(51) WET SOLID WASTE. Any putrescible animal or vegetable waste materials, other than waterborne waste material, resulting from the handling, preparation, cooking, or consumption of food, including waste material from markets, storage facilities, or the handling or sale of produce or other food products.”

SECTION 2. That Article I, “Collection and Disposal,” of Chapter 18, “Municipal Solid Wastes,” of the Dallas City Code, is amended by adding a new Section 18-5.1, “Collection and Removal of Recyclable Materials from Multifamily Sites,” to read as follows:

**“SEC. 18-5.1                    COLLECTION AND REMOVAL OF RECYCLABLE MATERIALS  
FROM MULTIFAMILY SITES.**

(a) General regulations. The owner of a multifamily site shall:

(1) provide single stream, dual stream, or valet recycling through persons holding a multifamily site recycling collection service permit pursuant to Article IV-a of this chapter.

(2) provide recycling container(s) through persons holding a multifamily site recycling collection service permit pursuant to Article IV-a of this chapter.

(3) provide and place recycling containers in locations within visibility of waste containers. If valet trash service is provided, the recycling service should be of a similar nature. If trash chute rooms or trash rooms are utilized, then the recycling service should be of a similar nature or should be as convenient for the tenant, such as placing a recycling container adjacent to the trash chute, if there is adequate space.

(4) provide information (e.g. posters, signs) in suitable common areas, such as mail rooms and laundry facilities, that discusses how to recycle at the property, including information on the types of recyclable materials that are acceptable using photos or images, the chasing arrows recycling symbol, locations of recycling containers, and onsite contact information to report overflowing recycling containers and contamination. If the property utilizes valet

recycling collection services, then only information regarding how to recycle and materials accepted is required.

(5) educate each tenant on recycling program implementation upon lease commencement and biannually thereafter of the following:

(A) the multifamily site provides access to recycling in accordance with Chapter 18 of the Dallas City Code;

(B) location of recycling containers;

(C) types of recycling materials accepted;

(D) information related to proper recycling practices, including that cardboard boxes should be broken down before placed in recycling containers;

(E) onsite contact information to report overflowing recycling containers and contamination; and

(F) information on how to report waste or recycling problems to the City of Dallas, utilizing 3-1-1, the 311 app or submitting an online service request.

(6) inform each tenant within 30 days of any significant change in recycling services to the multifamily site.

(7) for multifamily sites offering back-of-house and valet recycling, provide biannual training (or within 30 days of new employee start date) to those collecting recyclable materials of the following:

(A) types of clean and empty materials accepted in recycling containers;

(B) instruction to break down cardboard boxes before depositing into recycling containers serviced by a permitted multifamily site recycling collection service business;

(C) for multifamily sites providing valet recycling, instruction to empty plastic bags before depositing contents into recycling containers serviced by permitted multifamily site recycling collection service businesses and instruction to place plastic bags into waste or garbage containers to be landfilled;

(E) location of recycling containers; and

(F) onsite contact information for reporting overflowing recycling containers and contamination.

(8) submit an annual recycling plan to the director of sanitation as set forth in Subsection (g) of this section, along with an affidavit of compliance as part of the owner's annual multi-tenant registration or on a form approved by the director of sanitation.

(b) Recyclable materials for collection. The owner of a multifamily site must provide collection for recyclable materials that are consistent with those materials accepted by the city's residential recycling program, unless otherwise exempted by the director of sanitation.

(c) Recycling collection and capacity. The owner of a multifamily site must provide recycling container collection capacity equal to or greater than 11 gallons per unit, per week.

(d) Recycling containers. A recycling container must:

(1) be a roll cart, bin, wheelie bin, dumpster, or compactor. Wheelie bins, dumpsters, and compactors larger than two yards may have restricted access to prevent gross contamination; and

(2) comply with screening and other applicable regulations in the Dallas Development Code, as amended.

(e) Parking reduction. Minimum parking required for a multifamily site may be reduced in order to provide adequate space for recycling containers.

(f) Implementation.

(1) An owner of a multifamily site shall implement a multifamily site recycling program by January 1, 2020.

(2) An owner of a multifamily site applying for a certificate of occupancy after January 1, 2020, shall immediately comply with this section upon issuance of the property's certificate of occupancy and submit a recycling plan with their initial multi-tenant registration application.

(g) Recycling plans.

(1) The owner of a multifamily site shall submit a recycling plan each year, as part of their annual multi-tenant registration application, to the city. Initial recycling plans must be submitted upon the first annual multi-tenant registration after January 1, 2020. Electronic or hard copy of the recycling plan information should be available for inspection on site after January 1, 2020. The recycling plan must include the following information:

(A) name of permitted multifamily site recycling collection service business utilized;

(B) types of materials recycled;

(C) type, size, location(s), and frequency of recycling container(s) collection;

(D) a site map of the property showing current garbage and recycling locations, unless valet recycling service is provided and no community recycling containers are available;

(E) notation of any changes to the multifamily site recycling program in the previous calendar year, including but not limited to changes of the following: multifamily site recycling collection service business utilized or method of collection, if applicable; and

(F) any other information that the director of sanitation deems necessary, and is reasonable, to verify compliance with this ordinance or to enhance program reporting capabilities and other information.

(2) The owner of a multifamily site shall maintain records and examples of materials relevant to meeting the requirements of Section 18-5.1(a)(5) and make records available if requested by the city manager's designee, or that designee's authorized representative during an on-site inspection.

(3) The director of sanitation may reject a recycling plan if it does not contain the information specified in this section or meet the minimum requirements as defined in this section. The owner of a multifamily site shall submit a revised plan no later than 30 days from notification of the director of sanitation's determination to reject the plan.

(h) Inspection. For any multifamily site, the city manager's designee, or that designee's authorized representative, may conduct an inspection for compliance with this section and verify the site's provision of access to recycling services at any time or when an inspection under Section 27-42, of Chapter 27 of the Dallas City Code, as amended, is conducted, even if the multifamily site is not a rental property, as defined in Chapter 27 of the Dallas City Code, as amended.

(i) Exemptions and Implementation Extension.

(1) Section 18-5.1(a)(8) does not apply to multifamily sites that have a current contract with the City of Dallas to receive recycling collection services from the city.

(2) The owner of a multifamily site may submit to the director of sanitation, within 90 days of required recycling program implementation, a written request for an implementation extension and/or exemption from all or specifics provisions of the regulations of this section because of the owner's inability to comply. The director of sanitation will conduct a thorough evaluation on whether the owner demonstrated an inability to comply with the ordinance. The owner will receive a determination by the director of sanitation in writing within 60 days. The director of sanitation's decision will be final."

SECTION 3. That Subsection (c) of Section 18-12.1, “Penalties for Violation,” of Article IV, “Collection and Disposal,” of Chapter 18, “Municipal Solid Wastes,” of the Dallas City Code, is amended to read as follows:

“(c) An offense under section 18-4(c)(1) is punishable by a fine of not more than \$500 or less than \$50. An offense under Section 18-4(e)(2) is punishable by a fine of not more than \$500 or less than \$150. An offense under Section 18-5.1(a)(1) is punishable by a fine of not more than \$500 or less than \$150. Each day's violation shall constitute a separate offense and will be subject to the fines established in this section.”

SECTION 4. That Chapter 18, “Municipal Solid Wastes,” of the Dallas City Code, is amended by adding a new Article IV-a, “Private Recycling Collection and Removal Services,” to read as follows:

**“ARTICLE IV-a.**

**MULTIFAMILY SITE RECYCLING COLLECTION AND REMOVAL SERVICES.**

**SEC. 18-52. DIRECTOR OF SANITATION’S AUTHORITY.**

(a) The director of sanitation shall implement and enforce this article and may, by written order, promulgate rules or regulations consistent with this article and other applicable laws, as the director of sanitation determines are necessary to discharge any duty under this article or to achieve a purpose outlined in the scope of this chapter.

(b) The city manager’s designee, or that designee’s authorized representative may impound any vehicle or container used for the collection and removal of recyclable materials if its contents become foul, offensive, or otherwise hazardous to the public health or safety or if it is being used in violation of this chapter. A vehicle or container impounded under this subsection may not be moved without the consent of the city manager’s designee, or that designee’s authorized representative and may not be returned to service until the contents are properly disposed of and the vehicle or container is cleaned and brought into compliance with this chapter.

**SEC. 18-53. MULTIFAMILY SITE RECYCLING COLLECTION SERVICE.**

(a) Multifamily site recycling collection service permit.

(1) Recycling collection service permit required. A person who is in the business of collecting or removing recyclable materials from a multifamily site shall obtain a multifamily site recycling collection service permit from the city. A permit is not required for a business such as a building contracting, home repair, landscaping, roofing, or other similar business that incidentally collects or removes recyclable materials in performance of their service.

(2) Permit application requirements. To obtain a multifamily site recycling collection service permit, a person shall submit an application, on a form or in a manner approved by the director of sanitation, and shall include the following information:

- (A) the person's name, address, and notarized signature;
- (B) the person's form of business, and if, applicable, the documents establishing the form of business, including a list of directors and officers and their contact information;
- (C) a description of any past business experience in providing recycling collection and removal services as well as information related to revocation or suspension by the city, or by any other governmental entity, of a recycling permit, solid waste collection license, franchise, or similar authorization held by the applicant;
- (D) the number and description of vehicles to be used for recycling collection and removal services, including year, make, model, vehicle identification number, and state license registration number for each vehicle;
- (E) documentary evidence from an insurance company that the person or company has liability insurance and a commercial fleet policy;
- (F) documentation that applicant is registered and authorized to do business in the state of Texas;
- (G) documentary evidence, if requested, of payment of ad valorem taxes owed on the real and personal property to be used in connection with the operation of the proposed recycling collection service if the business establishment is located in the City of Dallas; and
- (H) any other information that the director of sanitation deems necessary and is reasonable in determining if the person is qualified to provide recycling collection and removal services at a multifamily site in compliance with this code.

(3) Fees and annual renewal. The fee for an initial multifamily site recycling collection service permit is \$275 and is non-refundable. The recycling permit must be renewed every twelve months for a fee of \$100 and is non-refundable.

(b) Recycling containers. A multifamily site recycling collection service business shall provide color coded recycling containers to its customers. The recycling containers must display the following affixed signage:

- (1) photo or images of recyclable materials accepted, minimum size of 18" x 12", must be on the front of the container, along with information or a graphic indicating that cardboard boxes should be broken down and "No Plastic Bags";

(2) the word "RECYCLING ONLY", with minimum letter size of 12 inches, and chasing arrows symbol in prominent lettering and clearly labeled on the front recycling container; and

(3) contact information to report overflowing recycling containers and contamination.

(c) Recycling facilities. A multifamily site recycling collection service business shall transport collected recyclable materials to a recycling facility authorized to operate in the State of Texas.

(d) Reporting. A multifamily site recycling collection service business shall submit an annual report to the director of sanitation by February 1 of each year, beginning on February 1, 2021, on a form provided by the director of sanitation, and shall include the following information:

(A) multifamily site recycling collection service business's contact information;

(B) tonnage of recyclable materials collected from multifamily sites in the city of Dallas in the prior calendar year. If collection routes require comingling of material collected outside the city, tonnage should be reported on a total basis and an appropriately prorated percentage to estimate Dallas tons;

(C) for the prior fiscal year, on average, the total number of units served and total weekly recycling capacity for multifamily sites in Dallas;

(D) name and location of materials recovery facilities or other recycling processing facility utilized in the prior calendar year;

(E) load reject rate used in the prior calendar year, as reported by materials recovery or recycling processing facilities;

(F) residue percentage rate used in the prior calendar year, as reported by materials recovery facilities or recycling processing facilities;

(G) documentary evidence, if requested, of payment of ad valorem taxes owed on the real and personal property to be used in connection with the operation of the proposed multifamily site recycling collection service if the business establishment is located within the city; and

(H) any other information that may be reasonably requested by the director of sanitation regarding the recycling collection services.

(e) Customer education. A multifamily site recycling collection service business shall educate and inform each customer upon contracting and annually thereafter of the following:

- (1) that the multifamily site recycling collection service business provides recycling collection services in accordance with Chapter 18 of the Dallas City Code;
- (2) types and capacity of recycling containers that may be utilized;
- (3) types of recyclable materials accepted to transport to a materials recovery facility;
- (4) disclosure of additional fees assessed to multifamily sites that exceed the multifamily site recycling collection service business's allowable contamination rate;
- (5) instruction on reducing contamination of recyclable materials; and
- (6) the multifamily site recycling collection service business's information to request an audit of recyclables collected from a multifamily site.

**SEC. 18-54. INSPECTIONS, SUSPENSIONS, REVOCATIONS, AND PENALTIES.**

(a) Inspections, suspensions, and revocations. A multifamily site recycling collection service business's vehicles are subject to inspections in a manner approved by the director of sanitation. If a multifamily site recycling collection service business has three violations of this chapter, then the director of sanitation may suspend or revoke the recycling permit until such time that the director of sanitation determines the business is in compliance with this chapter.

(b) Penalties. A person who violates a provision of this article, or who fails to perform a duty required of him under this article, commits an offense. A person is guilty of a separate offense for each day or part of a day during which a violation is committed, continued, or permitted. An offense under this article is punishable by a fine not more than \$500 or less than \$150.

[SECS. 18-52 THRU 18-54. ~~RESERVED~~]”

SECTION 5. That, unless specifically provided otherwise by this ordinance or by state law, a person violating a provision of this ordinance is, upon conviction, punishable by a fine not to exceed \$500.

SECTION 6. That Chapter 18 of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

**SECTION 7.** That any act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced in any action before the amendment or repeal of any ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of any ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if the amended or repealed ordinance, or part thereof, had remained in force.

**SECTION 8.** That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

**SECTION 9.** That this ordinance shall take effect January 1, 2019, and it is accordingly so ordained.

APPROVED AS TO FORM:

LARRY E. CASTO, City Attorney

By \_\_\_\_\_  
Assistant City Attorney

Passed \_\_\_\_\_

# Memorandum



DATE June 8, 2018

CITY OF DALLAS

to Honorable Mayor and Members of the City Council

SUBJECT **Sales Tax Receipts**

The April's 2018 sales tax receipts from the State Comptroller's Office are \$23,469,135 which represents a 5.7 percent increase in total collections compared to the same reporting period last year. April's sales tax revenue is 2.3 percent more than the current month's budget.

• April 2017 actual	\$22,205,794
• April 2018 budget	\$22,942,319
• April 2018 actual	\$23,469,135

Sales tax receipts for the first 7 months of FY 2017-18 are more than budgeted by \$1,492,388 or 1.0 percent. Over the most recent 12 months, sales tax receipts have increased by 3.7 percent. We will continue to monitor our sales tax forecast closely and keep you informed.

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

M. Elizabeth Reich  
Chief Financial Officer

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Bilierae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jo M. (Jody) Puckett, Assistant City Manager (Interim)  
Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

# SALES TAX

as of April 2018

	ACTUAL FY 2016-17	BUDGET FY 2017-18	ACTUAL FY 2017-18	YTD VARIANCE FY 17-18 ACT. VS. FY 16-17	YTD VARIANCE FY 17-18 ACT. PERCENT	YTD VARIANCE FY 17-18 ACTUAL VS. BUDGET	YTD VARIANCE FY 17-18 DOLLARS PERCENT
OCT	\$23,256,127	\$24,027,490	\$24,658,939	\$1,402,812	6.0%	\$631,450	2.6%
NOV	22,167,177	22,902,421	23,107,433	940,256	4.2%	205,011	0.9%
DEC	30,146,384	31,146,284	30,495,919	349,535	1.2%	(650,365)	-2.1%
JAN	21,809,865	22,533,258	22,512,572	702,707	3.2%	(20,686)	-0.1%
FEB	21,898,775	22,625,117	22,085,841	187,066	0.9%	(539,276)	-2.4%
MAR	28,359,166	29,299,787	30,639,226	2,280,060	8.0%	1,339,439	4.6%
APR	22,205,794	22,942,319	23,469,135	1,263,341	5.7%	526,815	2.3%
MAY	23,406,768	24,183,127					
JUN	27,407,086	28,316,129					
JUL	23,147,421	23,915,178					
AUG	23,277,160	24,049,220					
SEP	26,528,842	27,408,755					
TOTAL	<b>\$293,610,565</b>	<b>\$303,349,086</b>	<b>\$176,969,065</b>	<b>\$7,125,777</b>	<b>4.2%</b>	<b>\$1,492,388</b>	<b>1.0%</b>

