

Memorandum



CITY OF DALLAS

DATE July 5, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **City Attorney Search**

Larry Casto resigned his position as City Attorney with the City of Dallas effective August 31, 2018. On September 5, 2018, City Council appointed Christopher J. Caso as Interim City Attorney. At the Mayor's request, staff was authorized to execute a national search for City Attorney beginning January 2019.

A request for Competitive Sealed Proposal (RFCSP) process for an executive search firm for the City Attorney position was released on January 18, 2019, and the pre-solicitation meeting was held with potential vendors on January 25, 2019. The original RFCSP required bidders to submit a fixed fee and did not allow the option to contract via retainer. The Evaluation Committee for these proposals included:

Mayor Rawlings
Council Member Adam Medrano
Council Member Jennifer Gates
Council Member Tennell Atkins

Three (3) proposals were received and presented to the Evaluation Committee, but none were selected. The Committee requested a second RFCSP be issued. The second RFCSP was released on April 18, 2019. This solicitation allowed vendors the opportunity to bid their fees on a percentage basis, retainer, or flat fee.

The RFCSP closed on May 2, and two proposals were received. After careful review, the Evaluation Committee recommended S. Renee Narloch and Associates. Human Resources responded to vendor questions regarding the contract terms. After revisions requested by the vendor, a contract was sent on June 27, 2019. We received the signed contract from the vendor on July 3, 2019.

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Staff is scheduled to meet with the vendor by July 10, 2019, to begin discussions regarding the search process and finalize the search timeline. Should you have any questions, please contact Kimberly Bizzor Tolbert, Chief of Staff or Nina Arias, Director, Human Resources at (214) 671-9050.



T.C. Broadnax
City Manager

- c:
- | | |
|---|---|
| Chris Caso, City Attorney (Interim) | Joey Zapata, Assistant City Manager |
| Mark Swann, City Auditor | Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer |
| Biliera Johnson, City Secretary | Michael Mendoza, Chief of Economic Development and Neighborhood Services |
| Preston Robinson, Administrative Judge | M. Elizabeth Reich, Chief Financial Officer |
| Kimberly Bizzor Tolbert, Chief of Staff to the City Manager | Laila Aleqresh, Chief Innovation Officer |
| Majed A. Al-Ghafry, Assistant City Manager | M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion |
| Jon Fortune, Assistant City Manager | Directors and Assistant Directors |

Memorandum



CITY OF DALLAS

DATE July 5, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **City License Applications**

Attached is a list of the most recent Dance Hall, Sexual Oriented Business, Billiard Hall, and/or Amusement Center license applications received for the week of June 24, 2019 – June 28, 2019 by the Criminal Investigation Bureau Licensing Squad of the Dallas Police Department.

Please have your staff contact Major Michael Igo, at (214) 670-4811 and/or by email at michael.igo@dallascityhall.com should you need further information.

A handwritten signature in cursive script that reads "Jon Fortune".

Jon Fortune
Assistant City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
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WEEKLY APPLICATION LOG REPORT

| DISTRICT | NAME OF BUSINESS | STREET ADDRESS | TYPE OF LICENSE | DATE OF APPLICATION | STATUS (RENEWAL/NEW) | APPLICANT NAME |
|----------|----------------------|------------------------|-----------------|---------------------|----------------------|----------------|
| D3 | REDBIRD TELEMART LLC | 3225 W. CAMP WISDOM RD | AC | 6/21/2019 | NEW | PEDRO RODRIGUZ |
| D6 | AMAZING.NET | 11311 HARRY HINES BLVD | SOB-ARCADE | 6/28/2019 | RENEWAL | DENNIS LESIEUR |
| | | | | | | |
| | | | | | | |
| | | | | | | |

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
- AC - Amusement Center

Memorandum



CITY OF DALLAS

DATE July 5, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Fiscal Year 2018 Audit Reports**

I am pleased to present the City of Dallas' [Federal Single Audit](#) and [State Single Audit Reports](#) for Fiscal Year (FY) 2018 and the [Dallas Convention Center Hotel Development Corporation \(DCCHDC\) Audit Report](#) for the year ended December 31, 2018.

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.

We have now concluded all external audits for 2018.

In March 2019, we previously published the City of Dallas' fiscal year [\(FY\) 2018 Comprehensive Annual Financial Report \(CAFR\)](#). This report is a summary of the financial activities of the City for the past fiscal year; we received an unmodified audit opinion on our financial statements. We also published the annual audit reports for the [Airport Revenues Fund](#) and [Dallas Water Utilities](#).

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 policy and operations.

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

M. Elizabeth Reich
Chief Financial Officer

- c:
- | | |
|--|---|
| T.C. Broadnax, City Manager | Jon Fortune, Assistant City Manager |
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Memorandum



CITY OF DALLAS

DATE July 5, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Storm Debris Collection Update**

This memo is to provide an update on storm debris collection following the storm event on June 9, 2019. As a reminder, **the City suspended its normal bulk and brush trash collection service for the month of July to focus on collecting storm debris.** This memorandum is our weekly progress update for your information.

We continue to estimate that the storm may have created over 70,000 tons or about 500,000 cubic yards of storm related debris, mostly from tree damage. For perspective, our average monthly volume is about 14,000 tons for bulk and brush, with an eight-year peak of 26,000 tons collected in May 2019.

Since the beginning of collecting Week 2, on June 12th after the storm, City of Dallas and contract crews have collected over 6,800 loads of debris. In the last 20 working days alone, it is estimated that crews have collected almost 300,000 cubic yards of debris, which is almost triple an average monthly total. Of the almost 300,000 cubic yards, about 3,400 loads or approximately 175,000 cubic yards have been taken to the temporary staging and grinding site near IH-635 and US-75.

A grinding contractor is in place at the temporary site and is actively working to reduce the size of the vegetative debris to provide greater hauling efficiency. The contractor estimates being able to grind approximately 10,000 cubic yards per day. Additionally, this week we began hauling some of the ground debris from the site and we anticipate utilizing additional contracted hauling services next week to increase ground debris hauling capacity. The ground debris will be utilized as wet road base at the McCommas Bluff Landfill or other beneficial uses or reuses at the landfill.

Attached is a map which reflects those areas where collections have been completed since June 1 or areas we estimate to be completed by the end of the day today, Friday, July 5, 2019. We have continued to follow our established brush and bulk collection areas for route sequencing (weeks 1, 2, 3, 4 with each numbered week beginning on a Monday). However, due to the volumes created by the storm event, each collection week continues to run long.

All Week 2 areas were completed early last week and we have a goal to complete all Week 3 areas by the end of day Monday, July 8th. We will begin collecting in some Week 4 areas on Monday, July 8th. When we complete Week 4, we will move to Week 1 areas. We anticipate that by the end of July, we will return to collect debris not set-out for collection during our initial sweep.

DATE July 5, 2019

SUBJECT **Storm Debris Collection Update**

Additionally, we have added 10 contractor crews, for a total of 35 contract crews assisting with storm debris collection. This should allow us to maintain or increase our collection capacity as we begin to see longer hauling times from upcoming collection areas. The contract crews are in addition to assistance we are receiving from Code Compliance collection crews, as their schedule will allow.

As a reminder, the City has suspended normal brush/bulk collection for the month of July to focus on **storm debris collection**. To assist with collection efforts, the City also requests that residents place tree debris, branches or shrubbery separate from other storm debris such as damaged fence panels or bagged storm/vegetative debris. Clean tree and green waste may be collected separately and taken to temporary processing sites nearby to expedite the overall collection process. Mixing or comingling storm debris or continuing to place out non-storm debris will slow citywide collection efforts.

Residents may also utilize the City's transfer stations or McCommas Bluff Landfill during designated days to self-haul debris (visit www.dallaszerowaste.com for information on transfer station and landfill operating hours and restrictions). Code Compliance will not issue citations for storm debris related items. Sanitation Services is planning to return to their normal bulk and brush waste schedule in August.

We ask for patience from our customers as the magnitude of the debris created by the storm is extensive and all areas of the city are affected. We appreciate your help communicating this message.

If you have any questions, please contact me or Kelly High, Director of Sanitation Services.



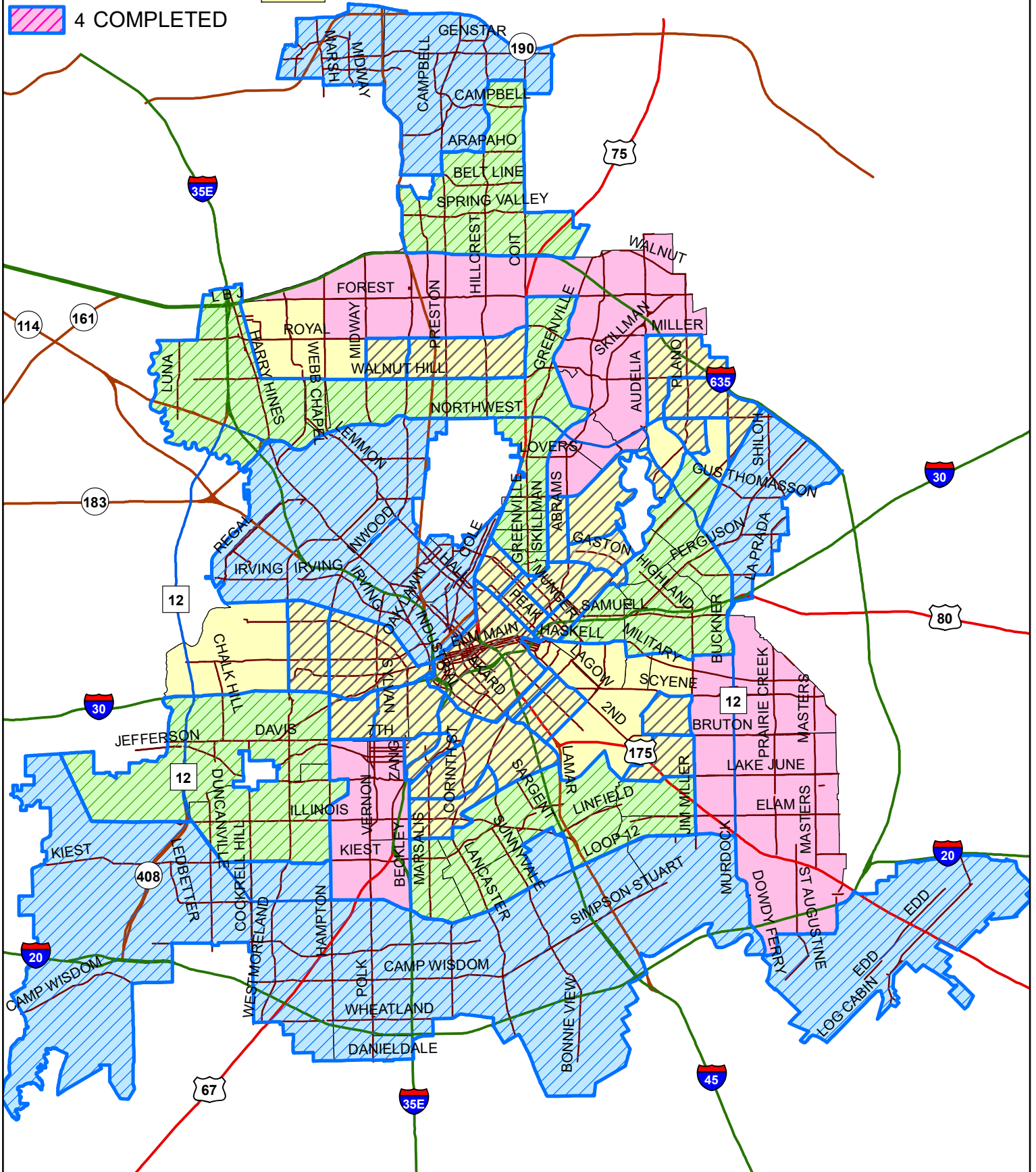
Joey Zapata
Assistant City Manager

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STORM DEBRIS COLLECTION STATUS

WEEK

- 1 COMPLETED
- 2 COMPLETED
- 3 COMPLETED
- IN PROGRESS
- 4 COMPLETED



Memorandum



CITY OF DALLAS

DATE July 5, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – July 3, 2019**

Updated Items

[Encampment Resolution Schedule – July 2, 2019 & July 9, 2019](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on July 2, 2019 and July 9, 2019:

| July 2, 2019 | July 9, 2019 |
|--|--|
| <ul style="list-style-type: none">• 1899 Watkins Ave (District 14)• Interstate 308 at Interstate 345 (District 14)• North Stemmons Freeway at Walnut Hill Ln (District 6)• Plano Rd at Walnut Hill Ln (District 10) | <ul style="list-style-type: none">• 3700 S. Polk St. (District 4)• 401 ERL Thornton Freeway (District 2)• 2601 Canton St. (District 2)• 933 Barry Ave. (District 2)• 392 ERL Thornton Freeway (District 2) |

OHS Street Outreach team will continue to engage with homeless individuals to provide notice of clean-up and connect to resources and shelter. OHS Community Mobilization staff are meeting with stakeholders to determine long-term sustainability of encampment sites and will provide periodic updates. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer, and Monica Hardman, Director of Office of Homeless Solutions.

[July 7 Memorial Unveiling](#)

On Monday, July 8, City leadership will convene for the July 7 Memorial Unveiling Ceremony at Jack Evans Headquarters. The Dallas Police Department will honor the fallen officers of July 7, 2016 by unveiling a memorial statue at the Dallas Police Headquarters. The program will begin at 10:30am and should conclude by 11:20am. All elected officials and VIP guests will be escorted to their assigned seating. City leadership is asked to park at Dallas City Hall to ride one of the shuttles to police headquarters. Shuttles will begin departing from L1 Green from 9:00am-9:45am and will return to City Hall following the ceremony. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

[Brush and Bulk Trash](#)

The City of Dallas Sanitation Services, as a result of heavy storms, is asking residents to limit brush/bulk set-outs to storm debris only for the remainder of June. **Additionally, normal Brush Bulk Service will be suspended in July so that crews can focus on storm debris collection only.** The City also requests that residents place tree debris, branches, or shrubbery separate from other storm debris such as damaged fence panels or bagged storm debris. Clean tree and green waste may be collected separately and taken to temporary processing sites. Code Compliance will not issue citations for storm debris related items, even if they are placed

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SUBJECT **Taking Care of Business – July 3, 2019**

out before the regular cycle. Non-storm related items, such as furniture, appliances, and mattresses, are still subject to citation. Sanitation Services is planning to return to the normal bulk and brush waste schedule in August. Should you have any questions or concerns, please contact Kelly High, Director of Sanitation Services. For constituents, please refer them to www.dallaszerowaste.com for sanitation transfer station locations and 311 to report storm debris or downed limbs in roadways.

New Items

[Service Request Performance Reports](#)

The Q3 for FY2019 Council District Service Request Performance Reports have been prepared for City Council review. These reports include a list of all service requests for each district that are currently overdue. The digest of overdue service requests has been shared with executive management for review and planning to advance performance expectations for closing service requests in a timely manner. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer, or John Johnson, Director of 311 Customer Services.

[Fire Station 19 Partial Roof Demolition](#)

On Sunday, June 16, 2019, a portion of an apparatus bay roof collapsed following severe storms. Demolition was permitted on Tuesday, July 2 with the contractor mobilizing on Wednesday, July 3. Demolition is anticipated to be completed within the next week. Building Services is procuring an engineer to complete a structural assessment of the station and to design a new roof. The station was closed for interior renovations when the damage occurred and a preliminary timeline for reopening will be established based on the engineer's assessment and design schedule. Additional information regarding the schedule will be provided later this month. Should you have any questions or concerns, please contact Joey Zapata, Assistant City Manager, or Errick Thompson, Director of Building Services.

[4th of July Block Parties](#)

The Inspection and Investigations Division of Dallas Fire & Rescue (DFR) will be hosting two neighborhood block parties on July 4, 2019. There will be one party at Poll Park Neighborhood, 6801 Roper Street in District 2 and another at Roseland Homes, 3335 Munger Avenue in District 14. Both locations were determined to have the highest use of illegal fireworks and this community engagement initiative is a collaborative effort with the Dallas Police Department (DPD) to offer residents family friendly activities and fire prevention education as an alternative to the use of illegal fireworks. The parties will take place between 6:00pm-10:00pm and anticipated attendance is approximately 200 participants per sector. DFR is seeking potential sponsorship and marketing from local radio stations to assist with the cost of food and a DJ. The logistics of street closures and possible changes to emergency routes will be coordinated by Fire Inspectors and Peace Officers. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

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[Paid Sick Leave Information Sessions](#)

On Tuesday, July 9, from 5:30pm-7:30pm and Wednesday July 10, from 1:00pm-3:00pm, the City will be hosting two information sessions about the Earned Paid Sick Leave Ordinance at the J. Erik Jonsson Central Library auditorium at 1515 Young St., Dallas, TX, 75201. Individuals may email questions ahead of time to paidsickleave@dallascityhall.com. Additionally, www.dallascityhall.com/paid-sick-leave is available as a resource to assist with implementation and compliance. The website will be updated frequently. Should you have any questions or concerns, please contact Beverly Davis, Director of Fair Housing and Human Rights.

[Best Friends Animal Society Annual Conference](#)

The not-for-profit group, Best Friends Animal Society, has selected Dallas to host their 2019 Annual Conference. The event will be held from July 24-27, 2019 and DAS will be hosting a full day session as well as offering scheduled tours to hundreds of animal welfare professionals from across the world. Should you have any questions or concerns, please contact Ed Jamison, Director of Dallas Animal Services or Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer.

[Media Inquiries](#)

As of June 24, 2019, the City has received media requests from various news outlets regarding the following topics:

- Implosion on N. Ervay
- Funding for Immigration Services
- Code Compliance/Mosquito Abatement
- Lightning Strikes Burn Two Dallas Homes
- Ambassador Hotel Fire Remains Undetermined
- Discarded Cigarette Results in East Dallas Apartment Fire
- Two Dogs and a Parakeet Rescued from NW Dallas House Fire

Please see the attached document compiling information provided to the media outlets for the June 24-July 1 for your reference. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.



T.C. Broadnax
City Manager

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DATE July 5, 2019
SUBJECT **Taking Care of Business – July 3, 2019**

Public Affairs & Outreach
Media Requests
June 24 – July 1

June 25, 2019

Topic: HUD OIG Audit of Dallas CHDO Program Audit

Summary of Statement: Provided the reporter with a copy of the Memorandum distributed in response to the program audit.

Department: Housing & Neighborhood Revitalization

Media Entity: Kerri Panchuk, Commercial Real Estate Reporter, BisNow

June 25, 2019

Topic: City of Dallas spending \$100,000 on legal services for local residents facing deportation

Summary of response: Dallas City Council approved the creation of a Civil Legal Immigration Services initiative in the amount of \$100,000 to selected nonprofit legal service agencies to provide civil legal services to immigrants facing immigration proceedings.

Department: Welcoming Communities & Immigrant Affairs

Media Entity: WFAA, Pacific Standard Magazine

June 26, 2019

Topic: Implosion on Ervay

Summary of Statement: Shared information on which streets would be closed in connection with the implosion below.

Department: Sustainable Development & Construction

Media Entity: WFAA

June 27, 2019

Topic: Confederate monuments

Summary of response: The Lee statue has been picked up with the buyer. The contracting for a vendor for the removal of monument in Pioneer Park is still in process.

Department: Office of Cultural Affairs

Media Entity: NBC 5, WBAP

June 28, 2019

Topic: Code concerns at a property on Bonnie View Road; mosquito abatement in Dallas

Summary of Statement: Informed reporter that Code met with the property owners and established a plan of action for bringing the property into compliance. Also shared information regarding mosquito abatement, related to testing and prevention of West Nile Virus.

Department: Code Compliance

DATE July 5, 2019
SUBJECT **Taking Care of Business – July 3, 2019**

Media Entity: Demond Fernandez, Reporter, WFAA

Dallas Fire-Rescue Department
Media Requests: June 24th – 30th, 2019.

Monday, June 24th: NBC 5 (Catherine Park) and Dallas Morning News (Claire Cardona) - Do you have any information about house fires on the 5700 block of Mercedes Avenue and the 1200 block of Maureen Drive? And do you know whether they were caused by a lightning strike or is otherwise attributable to weather?

City Response - DFR sent units to a house fire, at the 5700 block of Mercedes Avenue, at [21:36](#). The 911 caller reported it to have been caused by lightning, after finding fire in an upstairs bedroom. The fire was put out in about half an hour, and there were no reported injuries.

Units were assigned to a house fire on Maureen Drive at 04:12, after the 911 caller reported a nearby lightning strike, followed by a power outage and smell of smoke. Firefighters had the fire tapped out by 04:39. There were three people (1 adult male and 2 adult females) inside the house when the fire began, but they all made it out safely. The American Red Cross was called out to assist them with their needs, and there were no injuries reported.

Investigators determined the fire origin, in both cases, to be of natural causes resulting from a lightning strike.

Monday, June 24th: Dallas Morning News (Robert Wilonsky) - Just wondering where the investigation stands. I'd heard that afternoon that there'd been an arrest -- a homeless man was found in the old candy building across the street, and he set the fire to watch it burn. But never heard anything about it after that. Any word?

City Response - The cause of the Ambassador Hotel fire remains undetermined, as fire investigators continue to conduct interviews and generate whatever leads they can in the case. Since it is an open and ongoing investigation, I unable to disclose any details related it; but I can confirm that no arrests have been made.

Thursday, June 27th: All local media outlets – Do you have any details about a motor home and power lines on fire at Abrams Road and Walnut Street?

City Response - At 16:25 Dallas Fire-Rescue units were assigned to a 911 call for a Vehicle Fire, after an RV (Recreational Vehicle) was spotted burning in the entrance of a strip shopping center, located at 9410 Walnut Street, in East Dallas.

According to investigators, the RV's engine compartment caught fire, while a Husband and Wife were traveling along Walnut Street. In an attempt to pull the vehicle off the

DATE July 5, 2019
SUBJECT **Taking Care of Business – July 3, 2019**

road, it came to a stop, in a strip shopping center entrance, just underneath overhead power lines.

The couple was able to make it out of the vehicle safely. The heat from the flames was so intense that it eventually resulted in the power lines coming down, but firefighters were able to safely bring the fire under control.

Thursday, June 27th: All local media outlets – Can you provide any details on a 2-alarm fire DFR is responding to on Dilido Road?

City Response - At [18:24](#) Dallas Fire-Rescue units were assigned to a 911 call for a structure fire at the Bella Vista Pointe Apartments, located at 2900 Dilido Road, in East Dallas.

When firefighters arrived at the three-story apartment complex they observed fire coming from the roof of the entire apartment building. As a result, an immediate second-alarm was requested to help extinguish the blaze. However, firefighters were able to get a quick handle on the situation, bring the fire under control and disregard most of the second alarm companies shortly after their arrival.

There were a total of 24 units in the apartment building; 8 of which were destroyed by the fire. An unknown number of residents were displaced as a result, but the American Red Cross was requested to attend to their needs.

There were two people, a Mother and her child, in the apartment of origin, but they were able to get out safely. Fire Investigators determined that the fire was accidental in nature and most probably began as the result of “carelessly discarded smoking materials”, after the Mother admitted to smoking outside, about an hour prior to the fire, and believing she discarded her cigarette onto the ground below. The fire began near the base of the balcony storage closet, quickly making its way into the attic, then spreading laterally across the entire roof. There were no injuries to any other residents or firefighter who responded.

Saturday, June 29th: All local media outlets – Can you provide more information on a late night house fire on Durango Drive? We’re hearing that multiple puppies may have perished. Thank you.

City Response - On Friday, June 28th, at 21:28, Dallas Fire-Rescue responded to a 911 call for a structure fire at a home, located on the 3600 block of Durango Drive, in Northwest Dallas.

When firefighters arrived at the location they observed flames coming from the front of a one-story residential structure. They were met out front by a woman who claimed that her animals were still inside the home. Attack teams were able to get inside and quickly knock the flames out; while rescuing two dogs and a parakeet in the process.

It is unclear how many people were home when the fire began, but the American Red Cross was called to provide aid for 2 adult males and 2 adult females who lived in the residence.

There were no injuries reported as a result of the fire, and the cause is