

Memorandum



DATE November 9, 2018

CITY OF DALLAS

TO Honorable Mayor and City Council

SUBJECT Taking Care of Business – November 6, 2018

Staffing Announcement

[Retirement Announcement for Margaret Wright](#)

After 23 years of service with the City of Dallas, Margaret Wright, Director of the 311 Customer Service Center has announced her retirement effective December 21, 2018. We have been fortunate to have Margaret serve in a number of executive management roles within Human Resources, Strategic Customer Services and 311. Margaret also managed the reorganization of 311 and 911 into two separate operations. We congratulate her on the completion of this major milestone within the public service profession. We wish her all the best in this new phase of life.

I will be working with Assistant City Manager and Chief Resilience Officer, Nadia Chandler Hardy, on a transition plan and recruitment process for the new Director. I will provide updates as developments occur.

Update Items

[Encampment Resolution Schedule –November 6 and 13, 2018](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on Tuesday, November 6 and 13, 2018:

November 6, 2018 – complete as of 4:00 pm	November 13, 2018
<ul style="list-style-type: none">• Ferguson Rd. at Interstate 30 (District 7)• Skillman St at Northwest Highway (District 9)• Stemmons Freeway at Southwell Rd (District 6)• Stemmons Freeway at Royal Lane (District 6)• John W. Carpenter Freeway at Mockingbird Ln. (District 6)• Stemmons Freeway at Medical District Dr. (District 6)	<ul style="list-style-type: none">• Interstate I-20 at Bonnieview Road (District 8)• 1925 Fort Worth Ave (District 1)• Interstate I-30 at St. Francis (District 7)• Interstate I-30 at Buckner Blvd (District 7)• Interstate I-30 at Jim Miller Road (District 7)• Interstate 75 at St. Augustine (District 7)

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 or Monica Hardman, Managing D

DATE November 9, 2018
SUBJECT Taking Care of Business – November 6, 2018

[Bandit Sign Violations](#)

As the polling season comes to a close, the City has observed an increase in sign violations, including “bandit signs” placed in the public right-of-way. The Department of Code Compliance has a written standard process for addressing these violations, which includes photographing, removal of the signs from the right-of-way, and disposal of the sign in a City of Dallas garbage container or transfer station. Additional information on this issue is provided in the attached memorandum from Interim Code Compliance Director, Lynetta Kidd. Should you have any questions or concerns, please feel free to contact Lynetta Kidd, Interim Code Compliance Director.

[The Dallas Office of Economic Development - Community Survey](#)

As part of its mission to foster job and investment opportunities in the City of Dallas, the City of Dallas Office of Economic Development is working on a comprehensive economic development strategic plan. Angelou Economics, an economic development consulting firm, has been selected by the City of Dallas to complete the new strategy. This plan, to be completed in 2019, will provide the City with a roadmap on how to best reach our economic growth and diversification goals. But for the City to do this, we need your input! Staff have created a survey for both residents and businesses available on the Office of Economic Development [website](#) at www.dallasecodev.org/544/Strategic-Economic-Development-Plan. The information provided will give the City invaluable insight on how we can continue to make Dallas a vibrant global city. Regular updates to the plan will be made available on the departments website. Should you have any questions or concerns, please contact Courtney Pogue, Director of the Office of Economic Development.

[2018 Digital Cities Survey Winners](#)

The Center for Digital Government (CDG) announced the winners of the 2018 Digital Cities Survey. Now in its 18th year, the annual survey recognizes cities using technology to tackle social challenges, enhance cybersecurity, improve transparency and much more. The City of Dallas is honored to receive 10th place in the ‘500,000 Population or More’ classification. As a top 10 awardee, the City of Dallas will be honored at a special awards dinner during the National League of Cities’ annual conference in Los Angeles on November 8. Should you have any questions or concerns, please contact Hugh Miller, Chief Information Officer.

[Talk to TC Series](#)

This past August, through the Human Resources Department we launched the Values of Service training program to inform employees about the 4E’s: Empathy, Ethics, Excellence and Equity. This dedicated effort further demonstrates our commitment to Service First by providing employees the opportunity to fully understand the importance of our work as public servants. On November 1st, we kicked off the Talk to TC series to provide a safe space where non-managerial City employees can engage in candid conversations about their experience in the workplace. Talk to T.C. includes a series of 30 to 45-minute dialogue forums carried out in two different types of formats:

1. **Topic Driven:** This format is for department visits and all City employee town hall sessions. Employees are encouraged to submit their questions via an established email account in advance of their visit with me. There will also be time allotted for open mic Q&A.
2. **Listening Session:** This format is an opportunity for employees to engage in an open dialogue with me in a more intimate setting over lunch. Employees will be encouraged to sign up to be randomly selected for this opportunity which will be held once every quarter.

Should you have any questions or concerns, please contact Gwen Schuler, Managing Director of the Office of Public Affairs and Outreach.

DATE November 9, 2018
SUBJECT **Taking Care of Business – November 6, 2018**

Big Brother Big Sister North Texas

On October 15th Brett Wilkinson, Managing Director of the Office of Strategic Partnerships and Government Affairs (OSPGA), was officially voted in as the newest board member for Big Brothers Big Sisters (BBBS) North Texas. Since August, the City of Dallas has been working with Big Brothers Big Sisters North Texas to hold volunteer drives for City of Dallas employees. The goal is to educate City of Dallas employees about BBBS, and work to match at least 100 employees with mentees. OSPGA is planning another BBBS event for January to coincide with National Mentor Month. We congratulate Brett and his selection to represent the City. Should you have any questions regarding how to become involved with BBBS, or more information on our partnership with BBBS, please contact Brett Wilkinson, Managing Director of the Office of Strategic Partnerships and Government Affairs.

Media Inquiries

As of November 5th, the City has received media requests from various news outlets regarding the following topics:

- Amazon HQ2
- Campaign Signs
- Man Electrocuted While Trimming Trees
- DFR Truck Struck By 2 Intoxicated Drivers
- Firefighter Suffers Minor Burn at Apartment Fire

Please see the attached document compiling information provided to the media outlets for the week of October 30th – November 5th for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizor Tolbert, Chief of Staff.

Look Ahead

City Council Briefings

December 5, 2018

- Kay Bailey Hutchinson Convention Center Dallas Private Management Contract
- Fleet Services
- Goals for Dallas 2030 Update



T.C. Broadnax
City Manager

c: Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Bilierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizor 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
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors



**City of Dallas
Public Affairs & Outreach
Media Requests
Oct. 30 – Nov. 5**

Nov. 5, 2018, Sarah Holder, Staff Writer, CityLab: I'm Sarah Holder, a reporter for CityLab with The Atlantic, and I'm writing about the recent reporting that indicates Amazon HQ2 might be headed for Northern Virginia. I also understand that Amazon reps have visited the Dallas area multiple times, and I'm wondering if the mayor or an economic development official might be available to comment on reactions to that news -- how advanced have your talks been with Amazon representatives, and do you think Dallas still has a chance to host the company's second headquarters?

Let me know if someone might have time on Monday to speak with me briefly on this topic.

City response: The City of Dallas is not commenting on Amazon's HQ2 search.

Nov. 1, 2018, JD Miles CBS DFW and Jack Highberger, NBC 5: Can you please explain whose signs were removed and a little more detail about where they were? / Reaching out to see if I could get some clarification regarding what was decided concerning the political signs at Lochwood? (Asked question about candidate who alleged the city removed campaign signs illegally.)

City response: The Department of Code Compliance removed temporary political signs outside the Lockwood Library in accordance with Chapter 15A Article III of the Dallas City Code. The City is within its rights to remove signs that violate that portion of the code and is in compliance with state laws regarding political signs.

Nov. 1, 2018, L.P. Phillips, KRLD Reporter:

I am doing a story on cracks in city sidewalks. In general, how they handle claims and in specific, the closed case involving Juanda Tate. She has given me an interview and her permission to question the city. I may also want to talk to someone in legal.

City response: The City Attorney's Office is not commenting on the case. The Office of Risk Management provided the following statement about claims in a general sense:

1. Claim is setup, assigned, and contact is attempted within 24 business hours of the notice.
2. A request is sent to the responsible department to gather all information they would have about the incident. One of the questions asked is if they had any prior notice of the defect that would have caused the incident.
3. An investigation is conducted, which includes a statement from the claimant regarding the incident.
4. Liability is determined.
5. If there is no liability, then the claimant is informed about the decision and a denial letter is mailed.



City of Dallas

Oct. 31, 2018, Jason Whitely, WFAA reporter: We're working on a story with Dallas Weekly – the long-time newspaper in South Dallas – which has hit a bureaucratic roadblock at City Hall.

The newspaper applied for and got a \$50,000 loan from the South Dallas / Fair Park Opportunity Fund. The newspaper paid off the loan in full in August.

Here's the problem. City Hall won't provide a receipt. The Dallas Weekly has tried for weeks to get a "receipt" or something on letterhead stating the loan was paid off in full – so the newspaper can file quarterly taxes.

You'll see from the email chain below – there are new accountants and a business manager at City Hall wasn't in – bottom line the paper is stuck and getting nowhere on what appears to be a simple thing that the city said should have taken 7 to 10 days.

Who do you think can address this?

City Response: To show that the loan has been paid in full, the City of Dallas will send the borrower a letter signed by Courtney Pogue, director of the Office Economic Development, verifying that the Dallas Weekly's loan balance has been paid. Their original promissory note will be marked "paid in full" and returned to the Dallas Weekly. The signed letter is be available for pickup or mailout pending Mr. Washington's preference.

Oct. 31, 2018, Mike Pool/Melissa Jones, Assignment Desk/Producer WFAA:

What is the latest on the deployment of the autonomous vehicles? I had a note the vehicles were set to deployed on November 1. True? If so, when and where and can we see them today? // I'm looking for a contact for the company Marble, the folks with the robotic delivery service that is set to begin service tomorrow.

Can someone help me?

City Response: Jackie Erickson is the Director of Communications for Marble. You may contact her at Jackie@marble.io /412-606-7302 to ask for an opportunity to obtain b-roll of their autonomous delivery vehicle. They can also answer questions about when they intend to begin their pilot program.

**Dallas Police Department
Media
Oct. 29 – Nov. 5**

September 19, FOX 4, NBC 5, WFAA, CBS 11, DMN: inquiries regarding a shooting at 3333 Webb Chapel Extension.

City Response: On Wednesday, September 19, 2018, at approximately 11:37 p.m., Dallas Police responded to a shooting call at 3333 Webb Chapel Extension where the victim, Eduardo Orellana, a 43-year-old Latin male, was passed out and bleeding outside next to his apartment. The victim had a gunshot wound and was transported to Parkland Hospital where he died of his injuries. Homicide detectives responded to the scene and an area hospital.



City of Dallas

As a result of the investigation, the following individuals were arrested for the murder of Eduardo Orellana:

Corey Smith, a 20-year-old black male

Michael McCoy, a 20-year-old black male

Dominique Mangum, a 21-year-old black male

Edward Roper, a 20-year-old black male

All four have been charged with Capital Murder, a Capital Felony. The bail was set by a Dallas County Magistrate as \$500,000 for Dominique Mangum and Edward Roper and \$200,000 for Corey Smith and Michael McCoy. This offense will be documented on case number 208596-2018.



City of Dallas

Dallas Fire-Rescue Department

Media Requests: October 29th – November 4th (5th), 2018.

Monday, October 29th: All local news outlets – Can we have more information on a US&R call the department is responding to on West Jefferson Boulevard?

City Response: At 11:48 a.m. Dallas Fire-Rescue units were dispatched to a home at the 2800 block of West Jefferson Boulevard after a homeowner, attempting to trim trees in front of his house, made contact with a high voltage wire and was electrocuted. Units arrived on the scene to find the man still positioned on top of the lift, he was using to access the trees, unresponsive.

After contacting Oncor to ensure the lines were no longer hot, the lift was lowered to the ground, where medics confirmed the 44 year-old man deceased, before the Medical Examiner's Office responded and took custody of the body.

Thursday, November 1st: James Rose (Fox 4 News) – Interview request regarding DFR Fire Truck that was struck twice in one morning while blocking traffic at two different major accidents. **Giles Hudson (CBS 11 News)**

City Response: Granted the interview request for Mr. Rose and provided the following information to him and Mr. Hudson.

- On Thursday, November 1st, at 12:22 a.m., Dallas Fire-Rescue's Truck 19 was struck by a vehicle while blocking traffic for an accident on Interstate 30, at Dolphin Road. The driver of the vehicle was not injured, but was taken into custody, by Dallas PD, on suspicion of DWI. The damage was minimal, and the truck was able to remain in service. Three hours later, at 3:28 a.m., the same truck, while blocking traffic for another accident near the same location, was again struck by a vehicle. The driver of this vehicle had to be extricated at the scene, before being taken to the hospital and ultimately into custody by Dallas PD for suspicion of DWI. This time, the damage to the fire truck rendered it inoperable. The truck was towed back to the Maintenance facility and taken out of service, while its personnel swapped all equipment onto a reserve unit. In both cases, all firefighters were uninjured.

Monday, November 5th: All local media outlets – May we have more information on a 2-alarm fire DFR is responding to?

City Response: At 8:43 a.m. Dallas Fire-Rescue units were assigned to a 911 call for a structure fire at the Veranda at Midtown Apartments, located at 6521 Melody Lane. When firefighters arrived at the scene, they observed smoke and fire coming from the roof of a two-story apartment building. Firefighters were able to move in initially for an offensive fire attack; however, after the flames consumed the majority of the roof, efforts shifted to a defensive posture. A ladder tower was used to deploy a master stream onto the roof; which, with the help of a nearby firewall, effectively stopped the fire spread. Firefighters used hand-lines to knock down the remaining hot spots before declaring the fire extinguished, but at least 8 units were immediately impacted by varying degrees of smoke, fire and/or water damage. An unknown number of residents were displaced as a



City of Dallas

result of the incident, but the American Red Cross was called out to assist them with their needs.

No residents were injured during the fire, but one firefighter was taken to the hospital for evaluation after suffering a minor, non-life-threatening, burn injury to his upper body. The cause of the fire is undetermined.

Memorandum



DATE November 6, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

SUBJECT Sign Violations

As the election season continues, we are observing an increase in sign violations, including "bandit signs" and "temporary political campaign signs" placed in the public right-of-way.

Bandit Signs

Signs (including political signs) placed in the public right-of-way are a violation of Dallas City Code Section 51A-7.203(b). The Department of Code Compliance has a written standard process for addressing these violations, which includes photographing, removing from the right-of-way, and disposing of the sign in a City of Dallas garbage container or transfer station. This process is only used when signs are in violation of this section for being placed in the right-of-way. When "bandit signs" are placed in other locations, other rules may apply which dictate different enforcement procedures.

Work instructions allow Code Inspectors to attempt contact with the owner of the sign and educate them on the code violation. This is usually done when signs for the same business/campaign are repeatedly removed. Additionally, the Department of Code Compliance has educated citizens regarding bandit signs in each Citizens Code Academy session which is held quarterly in Code's administration office.

Dallas City Code Section 51A-7.203(c) states that a phone number, address, name, or description of a person on a sign placed in the right-of-way is *prima facie* evidence that such person is the one who violated the ordinance, either personally or through an agent or employee. Code Inspectors can take enforcement action against the person listed on the sign. Municipal Court has set a fine amount for civil citations for violation of this section at \$650. Because of this, Code Compliance Inspectors could issue citations to the person listed on the sign after a notice of violation is issued.

Code has incorporated regular inspector sign sweeps to not only pick up and dispose of the illegal signs but to also make a concentrated effort to locate the offenders resulting in enforcement.

Temporary Political Campaign Signs

Chapter 15-A of the Dallas City Code states a temporary political sign may be placed on public property that serves as an early voting location or election day voting location for an election that has been ordered by a governmental entity. Temporary political campaign signs placed on public property may not have an effective area greater than 20 square feet; be more than eight feet high; be illuminated; have any moving elements; be placed in or over any public right-of-way; or project more than 18 inches from a wall, roof, parapet or eaves. The ordinance allows temporary signs to be placed on public property two calendar days before the commencement of early voting if placed at an early voting location or two calendar days before election day if placed at an election day voting location.

DATE November 6, 2018
SUBJECT Sign Violations

Code Inspectors may without notice, confiscate and dispose of any sign that is placed in violation of the ordinance. Political signs must be removed from public property within two calendar days after the last day of early voting, if the sign is at an early voting location; or two calendar days after election day, if the sign is at an election day voting location.

Should you have any questions or concerns, please feel free to contact me at (214) 670-3118.



Lynetta M. Kidd
Interim Code Compliance Director

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Bilierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizon 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
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors