

# Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Relaunch of Cruise Autonomous Vehicles**

In May 2023, the City of Dallas (COD) was contacted by Cruise, LLC (Cruise) to advise of their intent to launch an autonomous vehicle operation in limited areas of the COD. As a result of the notification, an internal working group was initiated consisting of representatives of several city departments, including the Dallas Police Department, Dallas Fire-Rescue, the Department of Transportation, Information and Technology Services, the City Attorney's Office, and the City Marshall's Office. Concurrently, Cruise reached out to City Councilmembers to provide background information on the company, their planned launch, and a map showing their initial launch area. However, in October 2023, Cruise experienced a challenging situation in San Francisco that raised issues about its safety practices. On October 26, 2023, Cruise paused all driverless operations in Texas to examine its processes, systems, and management and reflect on how it can better operate to earn the public's trust.

Since that time, Cruise adjusted their processes and hired a Chief Safety Officer. On April 4, 2024, Cruise informed City staff that it is re-engaging with stakeholders to receive insights and guidance on autonomous vehicles operating in the city, as well as its possible re-launch. On April 26, 2024, Cruise briefed staff from various City departments about its revised approach, which includes a greater emphasis on safety protocols. Based on these discussions, Cruise is anticipating expanding manual and supervised driving in Dallas as it continues to focus on improving its performance by exposing their autonomous vehicles to a diverse set of driving environments and conditions, in preparation for a future autonomous service. Today, Cruise began conducting the first of several extensive training sessions of first responders which includes classroom and hands-on training with the vehicle. **They are planning a soft launch on Monday, June 3, 2024. This will be limited to a specific geographic area, using manually driven vehicles without autonomous systems engaged, and measured against predetermined safety benchmarks.** Over time Cruise will expand its operation to cover the full area as shown in the attached map.

Chapter 545 of the Texas Transportation Code allows the operation of driverless vehicles with no differentiation to a vehicle operated by a driver, with full compliance with existing applicable rules. Cruise has taken a proactive and collaborative approach in working with the city to rebuild trust in its safety protocols. As such, City staff looks forward to working with Cruise and to continuing to collaborate on our shared mission to improve road safety.

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We will continue to update you on its progress and monitor any issues. If you have any questions or concerns, please contact Ghassan "Gus" Khankarli, PhD, PE, PMP, CLTD, Director of the Department of Transportation, at [Ghassan.khankarli@dallas.gov](mailto:Ghassan.khankarli@dallas.gov).

Service First, Now!



Kimberly Bizer Tolbert  
City Manager (I)

[Attachment]

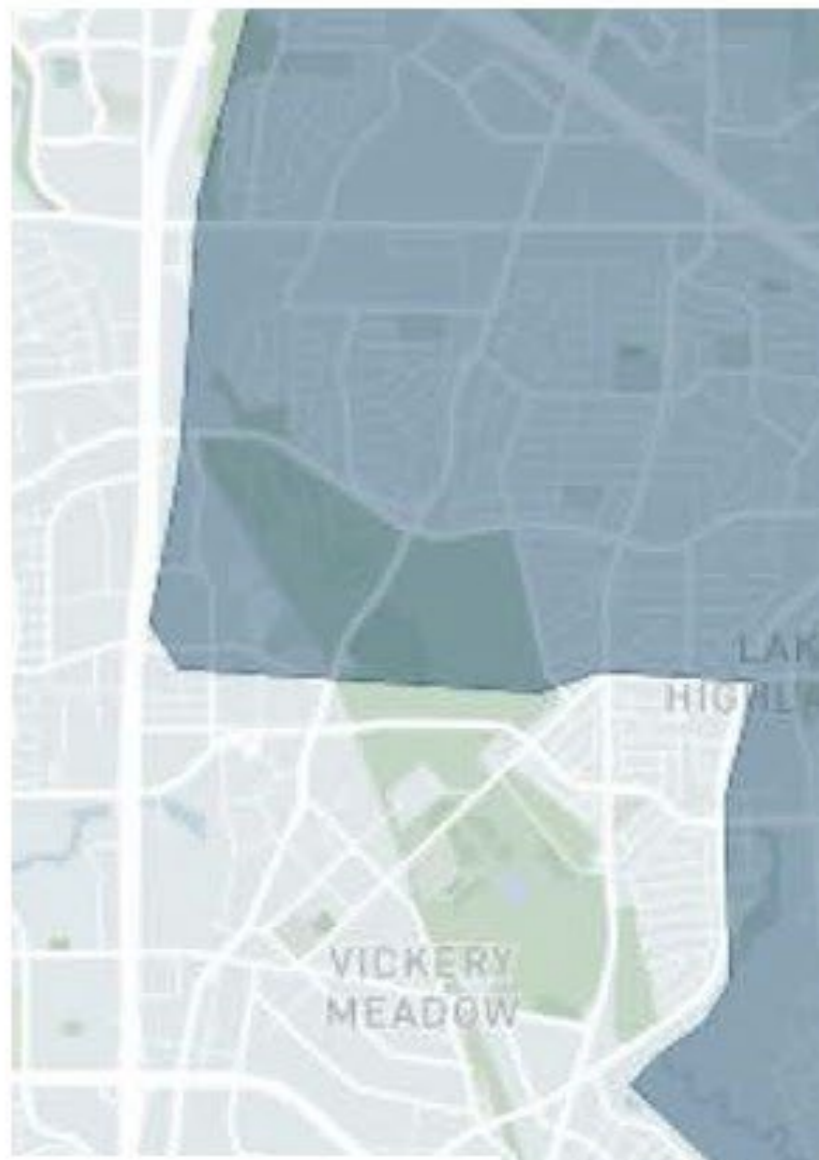
c: Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Jon Fortune, Deputy City Manager  
Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Alina Ciocan, Assistant City Manager  
Donzell Gipson, Assistant City Manager (I)  
Robin Bentley, Assistant City Manager (I)  
Jack Ireland, Chief Financial Officer  
Elizabeth Saab, Chief of Strategy, Engagement and Alignment  
Directors and Assistant Directors

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DISTRICT HISTORIC DISTRICT

# Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Annexation of Two (2) Orphan Roads**

On June 12, 2023, a briefing memo was provided to the Transportation and Infrastructure (TRNI) Committee to explain that the new agreement with Dallas County included additional policy clauses regarding orphan roads and small watershed dams. Attached to the briefing memo was the Department of Public Works (PBW) Annexation Management Plan. The purpose of this plan was to 1) satisfy the requirements of the new agreement with Dallas County, and 2) draft a plan to achieve ongoing improvements in the process for implementing its goals and objectives. Essentially, this plan was concerned with annexing orphan road segments that abut the city limits of Dallas and with the operation and maintenance (O&M) of small watershed dams. As described in Article XI, Orphan Road Policy section of the ILA, an orphan road is all or part of a street or road right-of-way that is outside the incorporated limits of local government(s). The incorporated area abuts or extends into the right-of-way. Small watershed dams are floodwater retarding structures previously constructed by the federal government (Article XII, Small Watershed Dams) and adjacent to cities/towns.

If this plan is followed, the City of Dallas will not be at risk of forfeiting reimbursements for roadway improvements on qualified "Type B" roadway segments as defined in Article II, Definitions section of the ILA. As shown in the table below, Dallas County identified two (2) orphan roads for the City of Dallas to annex:

ID #	Location	City Council District	Lane Miles
1	Irving Blvd Bridge (State HWY 356 Acrd S to E Irving Blvd)	6	2.22
2	Sam Houston Rd from Forney Rd to 481 Feet Southeast of Picadilly Blvd	7	5.52

Consequently, the purpose of this memo is to provide the anticipated milestone schedule for completing the described annexations. The milestone schedule is provided in the table below. It's important to note that the dates provided are subject to change based on the availability of resources and potential scope changes.

<b>PBW Orphan Road Annexation Milestone Schedule</b>			
<b>PHASE</b>	<b>BEGIN</b>	<b>COMPLETION</b>	<b>COMMENTS</b>
Annexation Discussion with CAO	Jun-23	Jun-23	CAO provided a step process as defined by Subchapter C-1 of Chapter 43 of the Texas Local Government Code and H.B. 586.
Kick-off meeting with Dallas County	Apr-24	Apr-24	Kick off to discuss the annexation process for both agencies. Locations to annex were discussed (Sam Houston Rd from Forney Rd to 481 feet SW of Picadilly Blvd and orphan bridge Shady Grove/Irving Blvd).
Dallas County Annexation Written Request Rec'd	Aug-24	Aug-24	
Digital Maps & Service Plans	Aug-24	Sep-24	Must be created to show the areas to be annexed.
Notices to Public and Private Entities	Sep-24	Sep-24	Notices required for those providing services to the area before the 30th day before the proposed annexation.
1st Newspaper Notice	Sep-24	Sep-24	
1st City Website Notice	Sep-24	Sep-24	Website notice must remain posted until the date of hearing.
1st Public Hearing	Oct-24	Oct-24	
2nd Newspaper Notice	Nov-24	Nov-24	
2nd City Website Notice	Nov-24	Nov-24	
2nd Public Hearing	Dec-24	Dec-24	
Final Annexation Phase	Jan-25	May-25	Assumes 4 months to complete (City Council Agenda and close-out)

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SUBJECT **Annexation of Two (2) Orphan Roads**  
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Should you have any questions, please contact Ali Hatefi, P.E., Director of Public Works Department.



**Majed A. Al-Ghafry, P.E.**  
**Assistant City Manager**

c: Kimberly Tolbert, Interim City Manager  
Tammy Palomino, City Attorney  
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Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Call for Projects for Unimproved Alley to Trail Conversions in Equity Priority Areas**

For this fiscal year (FY24), the City Council approved a one-time \$1M transfer to the Equity Fund for the installation of trails in unimproved alleys. This budget allocation is based on a first-come/first-serve basis, for the benefit of the community and alleys suitable for this type of application. The purpose of this memorandum is to inquire from the members of the City council their interest in participating in this program. The goal is to develop a list of unimproved alleys meeting the requirements of this program. The Department of Public Works (PBW) has received interest from a couple of council members, but this memorandum is to provide notice to all council districts that may be interested.

It is important to note that the proposed trails are not intended to be part of the City's official trail system. They are specifically geared towards serving internal neighborhood pedestrians and abutting property owners, aiming to eliminate unmaintained areas in alleys while maintaining current service capacity. It is anticipated that the criteria for qualifying alley conversion to trails include:

- Located in a Qualified Census Tract (QCT),
- No rear garage/entry access,
- Few or no utilities in the alley, and
- Proximity to publicly accessed facilities such as direct routes to schools, DART stations, recreation centers, or parks.

Public Works Department respectfully requests each council districts to please provide us with their list of alleys no later than June 21, 2024. Please contact Ali Hatefi, P.E., Director of Public Works Department at your earliest convenience.

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

Majed A. Al-Ghafry, P.E.  
Assistant City Manager

c: Kimberly Tolbert, Interim City Manager  
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# Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Commercial Permitting Dashboard Launch on June 3**

The City of Dallas Commercial Permitting Dashboard will launch on June 3, offering the public a monthly snapshot of important data regarding commercial permits including permit application submissions, number of permits issued, and median days for issuance.

The Commercial Permitting Dashboard will be demonstrated at the Economic Development Committee meeting on Monday, June 3, at 1:00, and will be publicly available on the [Development Services website](#) at that same time. The dashboard is a collaboration of the Development Services Department (DSD) and the Office of Data Analytics and Business Intelligence (DBI) and is a companion to the City of Dallas Residential Permitting Dashboard launched last year.

The commercial and residential permitting dashboards reveal the strong performance of DSD staff in issuing routine permits in a timely manner:

- As of May 30, 2024, a **total of 2,558** commercial and residential construction permit applications have been submitted to the City of Dallas.
- Of that total, **2,470 permit applications** were submitted in categories which have a median issuance time of **less than one month**. In other words, 96.56% of submitted applications are in these fast turnaround time categories.
- Only **88 permit applications** were submitted in categories with a median issuance time of **greater than one month**, a total of 3.44% of all permit applications.

The chart below shows a breakdown of the permits submitted in 2024:

Permit Application Categories	Total Applications Submitted in 2024	Percentage of Total Submitted	Median Days for Permit Issuance in this Category
Foundation Repair - Residential	314	12.28%	5
New Roof - Residential	64	2.50%	5
Addition - Residential	338	13.21%	6
Accessory Building - Residential	8	0.31%	7
New Construction - Residential	825	32.25%	7
Residential Remodel - Residential	144	5.63%	8
Addition of Detached Garage - Residential	9	0.35%	10
Remodel - Commercial	592	23.14%	16
QTeam Remodel - Commercial	176	6.88%	23
Addition - Commercial	33	1.29%	65
QTeam Addition - Commercial	3	0.12%	155
QTeam New Construction - Commercial	26	1.02%	190
New Construction - Commercial	26	1.02%	301
<b>TOTAL</b>	<b>2558</b>	<b>100%</b>	

96.56% of application submissions are in categories with a median turnaround time of 30 days or less

3.44% of application submissions are in categories with a median turnaround time of 30 days or more



The dashboards also highlight a few immediate areas for improvement. As each of these process improvements is developed, it will be briefed to the Economic Development Committee prior to rollout:

1. **Cancellation of Inactive Permits:** The dashboard data shows that hundreds of inactive permit applications are still in the queue and should be resolved or removed. A permit application is considered inactive if it is sitting with the applicant and the applicant has taken no action in at least 90 days. DSD staff will develop a plan to review and remove inactive applications on at least a quarterly basis.
2. **Paper Submission of Applications:** The dashboard data reveals that approximately 24% of residential permits and approximately 66% of commercial permits are submitted on paper, rather than electronically. As part of the department's push to improve efficiency and customer experience by better utilizing technology, DSD staff will develop a plan for a fully electronic submission process.
3. **Customer Interventions for Applications with Multiple Revisions:** The commercial permitting dashboard reveals that a small number of applications are taking an enormous amount of staff time, with up to nine revisions required prior to issuance. Rather than continue to dedicate staff time to permit applications that are fundamentally unready for review, DSD will develop plans for two customer service interventions to improve the quality of applications:
  - a. **Predevelopment Meetings:** Given that the permit categories with the longest median issuance time are commercial new construction and commercial addition, it is likely that much of the delay in issuance could be avoided by a more robust predevelopment process to ensure that the zoning, infrastructure, and other project components have been reviewed by all relevant city departments prior to permit application, and that feedback is documented in a written report that the applicant and permit reviewer can refer to when processing an application.

As described in the Interim City Manager's 100-Day Transition Playbook, department directors have launched a series of Process Improvement workshops to elevate key issues that cross multiple departments. The first topic that this group will tackle is the City's Predevelopment Review process.

- b. **Multi-Revision Interventions:** DSD staff is in the beginning stages of developing a program to intervene with elevated customer service and technical assistance when a permit application has been through a targeted number of revisions.

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SUBJECT **Commercial Permitting Dashboard Launch on June 3**  
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DSD staff will continue to review and react to the data revealed by the two dashboards with the goal of providing excellent customer service, timely issuance of permits, and predictable and consistent processes to the Dallas development community. Please contact me with any questions at (214) 671.9942 or [robin.bentley@dallas.gov](mailto:robin.bentley@dallas.gov).



**Robin Bentley**  
Assistant City Manager (I)

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# Memorandum



CITY OF DALLAS

DATE May 31, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Flood Risk Management Project – Charlie Pump Station Groundbreaking Event Postponed**

The Charlie Pump Station groundbreaking ceremony scheduled for Monday, June 3, 2024 has been postponed due to recent storms and forecasted inclement weather. Site conditions are not suitable for the ceremony; therefore, the event will be rescheduled, and details of the rescheduled event will be provided on a later date.

The postponement of the groundbreaking ceremony will not delay the construction of the Charlier Pump Station. USACE and Dallas Water Utilities (DWU) will continue with their efforts of delivering flood risk management projects in the Dallas Floodway System, including the Charlie Pump Station that is estimated to be in service by December 2025.

If you have any questions, please contact me or Sarah Standifer, Director of Dallas Water Utilities at [sarah.standifer@dallas.gov](mailto:sarah.standifer@dallas.gov).

A handwritten signature in blue ink, appearing to read 'M. Al-Ghafry'.

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