

Memorandum



CITY OF DALLAS

DATE June 14, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Preparing for FY 2024-25 August Budget Town Hall Meetings**

The FY 2024-25 August Budget Town Hall meetings begin on Thursday, August 15, and end on Thursday, August 29. These City Council member-hosted meetings provide residents an opportunity to give feedback directly to their City Council member on the City Manager's Recommended Biennial Budget for FY 2024-25 and FY 2025-26.

As discussed during the May 15 Budget Update briefing, new this year there will be 14 in-person meetings, one per City Council district, and 14 virtual meetings, one per City Council District. Additionally, we are adding four City Hall in Action combined district events including a Tele-Town hall meeting (TTHM), one in each quadrant of the city.

In-Person Opportunities – 14 meetings

For in-person meetings, a representative from the City Manager's Office will attend to provide brief introductory remarks, and we will provide a pre-recorded video. The City Manager representative along with departmental staff will be available to assist with questions. Language translation services and Spanish-led town hall meetings with City staff in attendance are available for the 1 in-person meeting.

Virtual Meetings – 14 meetings

For virtual meetings, a representative from the City Manager's Office will provide brief introductory remarks, and staff representatives from various departments will be available to answer questions. Budget and Management Services (BMS) will support and coordinate Webex, Microsoft Teams, and, if desired, coordinate and provide funding for one TTHM for each City Council district. The city has used the TTHM tool successfully for several years. In this scenario, the vendor calls district residents a few days prior to the scheduled meeting and allows residents to "opt-in" to the call on the evening of the event or register online. BMS will contact Council Assistants who have requested the TTHM format to coordinate the event.

The virtual formats allow you to broadcast from any location. City staff will also be available remotely to answer questions or provide information, as needed.

The available dates and capabilities of the virtual formats are outlined below.

Format	Availability	# of Participants	Other Features
Webex	Any day/time between 8/15 and 8/29	Up to 3,000 per meeting	<ul style="list-style-type: none"> Email invitations Meeting reminders Post-event surveys Simulcast in Spanish
Teams	Any day/time between 8/15 and 8/29	Up to 10,000 per meeting	<ul style="list-style-type: none"> Email invitations Meeting reminders Does not offer simultaneous translation
Tele-Town Hall Meeting (TTHM)	[TBD]*	Limited to residents within the selected district(s)	<ul style="list-style-type: none"> Simulcast in Spanish Accessible online Polling questions

*We can host two 60-minute meetings each evening at the time you choose (including simultaneously).

City Hall in Action with TTHM – 4 Events

For City Hall in Action, there will be four combined district events (similar to City Hall at Fair Park held earlier this year on March 30) in four locations throughout the city. The joint meeting will be held at a centralized location of the combined districts and provide an opportunity to engage with residents in a family-friendly, one-stop destination that highlights City resources and services.

The proposed quadrants for City Hall in Action are provided below.

- Quadrant 1 (Southwest) - Council Districts 1, 3, 4, 6, 8
- Quadrant 2 (South Central, Southeast) - Council Districts 2, 4, 5, 7, 8
- Quadrant 3 (Central, Northeast) - Council Districts 2, 9, 10, 14
- Quadrant 4 (Northwest, North Central) - Council Districts 6, 11, 12, 13

The attachment includes a list of location options for City Hall in Action.

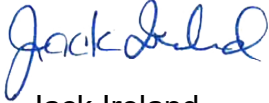
Council Member Requests due by June 28

Please provide your preference of meeting dates, times, virtual and in-person location preference, and language option(s) for the 1 in-person and 1 virtual event; and collaborate on preferred location for the City Hall in Action event and provide location preference and preferred date to Nikki Christmas, Interim Director of Mayor and City Council Office by Friday, June 28.

We will provide flyers and other collateral materials in English and Spanish to promote the meetings. BMS will finalize the schedule and provide marketing materials for you by Friday, July 19.

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If you have any questions, please contact me or Janette Weedon, Director of Budget and Management Services.



Jack Ireland
Chief Financial Officer

[Attachment]

c: Kimberly Bizzor Tolbert, City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
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)
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors

City Hall in Action Location Options	Event Scheduled	Inside/ Outside Setup
Quadrant 1 (Southwest) - Districts 1, 3, 4, 6, 8		
West Dallas Multipurpose Center 2828 Fish Trap Road		Both
Singing Hills Recreation Center 6805 Patrol Way		Both
Jaycee Zaragoza Recreation Center 3114 Clymer Street		Both
Kiest Park 3080 South Hampton Road		Both
Quadrant 2 (South Central, Southeast) - Districts 2, 4, 5, 7, 8		
Dallas College - Pleasant Grove Center 802 S Buckner Blvd.		Both
Highland Hills Library 6200 Bonnie View Road		Both
Pleasant Grove Library 7310 Lake June Road		Both
The Village Dallas* 5605 Village Glen Drive		Both
Texas Discovery Gardens* 3601 Martin Luther King, Jr. Boulevard		Both
Quadrant 3 (Central, Northeast) - Districts 2, 9, 10, 14		
Bath House Cultural Center 521 East Lawther Drive		Both
Klyde Warren Park* 2021 Woodall Rogers Freeway	The Boho Market August 25, 11am-3pm	Outside
Lake Highland North Recreation Center 9940 White Rock Trail		Both
Ridgewood Belcher Recreation Center 6818 Fisher Road		Both
Dallas Arboretum* 8525 Garland Road		Both
Samuell Grand Recreation Center 6200 East Grand Avenue		Both
Quadrant 4 (Northwest, North Central) - Districts 6, 11, 12, 13		
Fretz Recreation Center 6950 Belt Line Road		Both
Walnut Hill Recreation Center 10011 Midway Road		Both
Renner/Frankford Branch Library 6400 Frankford Road		Both
Bachman Lake Branch Library 9480 Webb Chapel Road		Both
<i>*May Include a Fee</i>		