

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

DALLAS CITY COUNCIL COMMITTEE AGENDA

RECEIVED

2018 MAR 15 PM 12: 12

CITY SECRETARY
DALLAS, TEXAS

MONDAY, MARCH 19, 2018
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA STREET
DALLAS, TEXAS 75201
2:00 P.M. – 3:30 P.M.

Chair, Councilmember Jennifer S. Gates
Vice-Chair, Councilmember Scott Griggs
Councilmember Sandy Greyson
Councilmember Lee M. Kleinman
Councilmember Philip T. Kingston
Councilmember Tennell Atkins
Councilmember Kevin Felder

Call to Order

1. Consideration of Minutes from the February 20, 2018 Government Performance & Financial Management Committee meeting
2. Consideration of Upcoming Agenda Items for March 28, 2018 City Council Meeting

BRIEFINGS

3. Dallas Fleet Management Efficiency Study Errick Thompson, Director
Equipment and Building Services
4. Procurement: Recommended Changes to Chapter 2 and 15B of Dallas City Code Mike Frosch, Director
Office of Procurement Services

FYI

5. Local Preference – Upcoming Agenda Items 40 & 41 on the March 28, 2018 Council Agenda
6. Dallas Central Appraisal District (DCAD) Proposed 2018-19 Budget
7. Financial Forecast Report
Information as of January 2018
8. December Quarterly Investment Report

Adjourn


Jennifer S. Gates, Chair

Government Performance & Financial Management Committee

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

Meeting Date: February 20, 2018

Convened: 2:05 pm

Adjourned: 3:27 pm

Committee Members Present:

Jennifer S. Gates, Chair
Scott Griggs, Vice Chair
Sandy Greyson

Philip Kingston
Tennell Atkins
Lee Kleinman

Kevin Felder

Committee Members Absent:

Other Council Members Present:

Staff Present:

Elizabeth Reich
Akilah McLaughlin
Jack Ireland
Chan Williams
Edward Scott

Mike Frosch
Stephanie Cooper
Barbara McAninch
Adelia Gonzalez
Craig Kinton

JaQuina Gilbert
Molly Carroll
Errick Thompson
Terry Lowery
Bill Finch

Angela Finley-
Everett

Others Present:

David Gibson

AGENDA:

Call to Order

1. Consideration of the February 5, 2018 Minutes

Presenter(s): N/A

Information Only: _

Action Taken/Committee Recommendation(s): *Approved*

A motion was made to approve the February 5, 2018 minutes. Motion passed unanimously.

Motion made by: Kevin Felder

Motion seconded by: Sandy Greyson

2. Consideration of Upcoming Agenda Items for February 28, 2018 City Council Meeting

Presenter(s): N/A

Information Only: _

Action Taken/Committee Recommendation(s): *Approved*

Motion was made to move the items forward to the City Council on February 28, 2018. Motion passed unanimously.

Motion made by: Tennell Atkins

Motion seconded by: Scott Griggs

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

Briefings

3. **Community Development Block Grant: Timely Expenditure of Funds**

Presenter(s): Chan Williams, Assistant Director, *Office of Budget*

Information Only: X

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

4. **Office of Budget Quarterly Report**

Presenter(s): Jack Ireland, Director, *Office of Budget*

Information Only: X

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

5. **Employee Health Clinics**

Presenter(s): Molly Carroll, Director, *Human Resources*

Information Only: X

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

FYI

6. **Procedures for Processing Payments**

Presenter(s):

Information Only: X

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

Adjourn

Jennifer S. Gates, Chair
Budget, Finance, & Audit Committee

AGENDA ITEM # 20

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

March 28, 2018

COUNCIL DISTRICT(S):

14

DEPARTMENT:

Office of Cultural Affairs
Office of Budget

CMO:

Joey Zapata, 670-1204
Elizabeth Reich, 670-7804

MAPSCO:

N/A

SUBJECT

A resolution authorizing **(1)** reimbursement to Dallas Center For The Performing Arts Foundation, Inc. for payments made to Tait Towers Manufacturing LLC for emergency flood remediation and related repairs to theater automation systems at the Dee and Charles Wyly Theater located at 2400 Flora Street in an amount not to exceed \$189,300; and **(2)** an increase in appropriations in an amount not to exceed \$189,300 in the Office of Cultural Affairs budget - Not to exceed \$189,300 - Financing: Contingency Reserve Funds (to be reimbursed by property insurance)

BACKGROUND

On March 30, 2017, a contractor working on the fire safety system at the Dee and Charles Wyly Theater, a City-owned cultural facility operated by Dallas Center For The Performing Arts Foundation, Inc. d/b/a AT&T Performing Arts Center (ATTPAC), located at 2400 Flora Street, inadvertently triggered the building's fire suppression system, which released a tremendous deluge of water into the theater, inundating the space, fixtures and theatrical equipment.

On November 8, 2017, City Council authorized a bridge payment to ATTPAC to reimburse expenses from Mooring Recovery Services, Inc. for emergency flood remediation and related repairs at the Wyly Theater, in an amount not to exceed \$139,403.87, by Resolution No. 17-1735.

Additional flood remediation and repair services have been required for theatrical equipment in the building. Tait Towers Manufacturing LLC, which specializes in theater automation systems, was engaged by ATTPAC to repair and replace the master control computer which controls the theater's lifts, relays, and safety system.

BACKGROUND (continued)

This action seeks authorization to reimburse ATTPAC for payments made to Tait Towers Manufacturing LLC for theater system repairs and replacement. Per the use agreement for the venue, the City is responsible for property insurance against loss or damage to the premises. Staff is working on an insurance claim and a settlement with the vendor whose employee was responsible for the incident. Once settled, the City is expected to be fully reimbursed for these costs.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Government Performance and Financial Management Committee on March 19, 2018.

FISCAL INFORMATION

Contingency Reserve Funds - \$189,300 (to be reimbursed by property insurance)

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: March 28, 2018

COUNCIL DISTRICT(S): Outside City Limits

DEPARTMENT: Office of Procurement Services
Water Utilities Department

CMO: Elizabeth Reich, 670-7804
Majed Al-Ghafry, 670-3302

MAPSCO: 50A N

SUBJECT

Authorize a six-month service contract for the purchase and installation of an emergency evacuation system at the Eastside Water Treatment Plant - Schneider Electric Buildings Americas, Inc., most advantageous proposer of two - Not to exceed \$273,107 - Financing: Water Utilities Capital Construction Funds (subject to appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide for the purchase and installation of an emergency evacuation system at the Eastside Water Treatment Plant for the Water Utilities Department. The emergency evacuation system provides a method to send alerts by way of sirens, strobe lights, and verbal communication to quickly evacuate the facility to all employees, contractors, and visitors on the plant grounds. The system is a necessary tool to ensure safety for all site specific chemical emergencies.

A five member committee from the following departments reviewed and evaluated the qualifications:

- Water Utilities Department (3)
- Department of Communication and Information Services (1)
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost.

BACKGROUND (continued)

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 40%
- Experience and capabilities 30%
- Technical/functional match 30%

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,131 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

Water Utilities Capital Construction Funds - \$273,107.00 (subject to appropriations)

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE %</u>	<u>M/WBE \$</u>
\$273,107.00	Other Services	23.80%	24.94%	\$68,100.00

- This contract exceeds the M/WBE goal of 23.80%

PROPOSAL INFORMATION

The Office of Procurement Services received the following proposals from solicitation number BIZ1702. We opened them on September 14, 2017. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Schneider Electric Buildings Americas, Inc.	1650 W. Crosby Rd. Carrollton, TX 75006	100.00%	\$273,107.00
Mayer Electric Supply	2525 E. Hwy. 121 Suite 300 Lewisville, TX 75067	72.25%	\$303,465.00

OWNER

Schneider Electric Buildings Americas, Inc.

Jim Sandelin, President
Sebastian Chague, Vice President
Victor Copeland, Secretary
Rob Wheater, Treasurer

AGENDA ITEM # 31

STRATEGIC PRIORITY: Mobility Solutions, Infrastructure, and Sustainability

AGENDA DATE: March 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services
Department of Aviation
Department of Public Works
Park & Recreation Department
Water Utilities Department

CMO: Elizabeth Reich, 670-7804
Jody Puckett, 670-3390
Majed Al-Ghafry, 670-3302
Willis Winters, 670-4071

MAPSCO: N/A

SUBJECT

Authorize a two-year master agreement for hot mix asphalt and cold patch materials - Oldcastle Materials Texas, Inc. dba TexasBit in the amount of \$6,287,625, Unique Paving Materials, Corp. in the amount of \$910,996, and Austin Asphalt, Inc. in the amount of \$48,000, lowest responsible bidders of three - Total not to exceed \$7,246,621 - Financing: General Funds (\$6,358,015), Water Utilities Current Funds (\$809,766), and Aviation Current Funds (\$78,840)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide hot mix asphalt and cold patch materials to conduct permanent pavement and temporary roadway repairs. The hot mix asphalt product is used for street and alley repairs including potholes, hike and bike trails, service drives, curbs, speed bumps, and full-depth repairs, throughout the city. The hot mix asphalt material is delivered to the job-site and immediately applied to the surface. The Department of Public Works will utilize the asphalt materials to repair approximately 34,000 potholes, over 400 lane miles of asphalt streets, and alleys each year. Additionally, the Department of Public Works recycles approximately 30 percent of the old asphalt excavated during repairs and uses it as base material supporting new street surfaces.

BACKGROUND (continued)

Cold patch is an asphalt product that can be used in inclement weather and can be stored at City facilities for maintenance use. The cold patch product is used to repair potholes and other street repair needs. The Department of Aviation uses the cold mix asphalt for repairs done on active taxiways and runways, where closing is not an option. Cold patch materials are utilized when there is little time for curing; thereby reducing the time a roadway needs to be closed.

In this solicitation, the Office of Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 1.3 percent decrease over comparable prices for the bids awarded in 2015.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 413 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 23, 2013, City Council authorized a two-year master agreement for the purchase of hot mix asphalt and cold patch materials with APAC-Texas, Inc., Unique Paving Materials, International Roadway Research, LLP, and Austin Asphalt, LP by Resolution No. 13-1818.

On December 9, 2015, City Council authorized a two-year master agreement for the purchase of hot mix asphalt and cold patch materials with Austin Asphalt, L.P, APAC-Texas, Inc., and Unique Paving Materials by Resolution No. 15-2201.

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

General Funds - \$6,358,015.00
Water Utilities Current Funds - \$809,765.60
Aviation Current Funds - \$78,840.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE %</u>	<u>M/WBE \$</u>
\$7,246,620.60	Other Services	23.80%	7.72%	\$559,107.00

- This contract does not meet the M/WBE goal of 23.80%, but complies with good faith efforts

BID INFORMATION

The Office of Procurement Services received the following bids from solicitation number BY1801. We opened them on December 29, 2017. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by groups. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Oldcastle Materials Texas, Inc. dba TexasBit	420 Decker Dr. Suite 200 Irving, TX 75063	Multiple Groups
*Unique Paving Materials, Corp.	3993 E. 93rd St. Cleveland, OH 44105	Multiple Groups
*Austin Asphalt, Inc.	6330 Commerce Dr. Suite 150 Irving, TX 75063	Multiple Groups

OWNERS

Oldcastle Materials Texas, Inc. dba TexasBit

David Church, President
John Reid, Vice President
Stephen Ross, Secretary

OWNERS (continued)

Unique Paving Materials, Corp.

Michael Pemberton, President
Donna Letizia, Vice President
Jeffrey Higerd, Secretary
Donald Kautzman, Treasurer

Austin Asphalt, Inc.

Richard Mills, President
Mike Manning, Vice President
Justin B. Holt, Secretary
Patricia A. Jones, Treasurer

AGENDA ITEM # 32

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: March 28, 2018

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services
Department of Convention and Event Services

CMO: Elizabeth Reich, 670-7804
Joey Zapata, 670-3009

MAPSCO: 45P

SUBJECT

Authorize a three-year master agreement for the purchase of trash and recycling receptacles for the Kay Bailey Hutchison Convention Center Dallas - Midpoint International, Inc. dba CleanRiver Inventive Recycling Products, lowest responsible bidder of three - Not to exceed \$177,769 - Financing: Convention and Event Services Current Funds

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

The Kay Bailey Hutchison Convention Center Dallas (KBHCCD) currently uses Hefty trash bins and cardboard boxes as primary trash and recycling repositories in and around the convention center. This master agreement will allow KBHCCD to purchase receptacles that complement the aesthetics of the facility's meeting rooms, exhibit halls, ballrooms, common areas, and outdoor spaces. Additionally, the vendor's product is made of 97 percent recycled products, which is in line with the department's commitment to use environmentally friendly materials.

The KBHCCD covers 2.2 million square feet and hosts an excess of one million visitors each year.

BACKGROUND (continued)

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 783 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

Convention and Event Services Current Funds - \$177,768.75

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE%</u>	<u>M/WBE \$</u>
\$177,768.75	Goods	18.00%	0.00%	\$0.00

- This contract does not meet the M/WBE goal of 18.00%, but complies with good faith efforts

BID INFORMATION

The Office of Procurement Services received the following bids from solicitation number BI1701. We opened them on September 25, 2017. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Midpoint International, Inc. dba CleanRiver Inventive Recycling Products	189 Earl Stewart Drive Aurora, ON L4V6V5	\$177,768.75

BID INFORMATION (continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
Prestwick Group dba Max-R	W258 N5499 Executive Drive Sussex, WI 53089	\$255,225.00***
Infinite Manufacturing Group, Inc.	35 O'Brien Street Kearny, NJ 07032	Non-Responsive**

**Infinite Manufacturing Group, Inc. was deemed non-responsive due to not meeting bid specifications.

***The City has received a protest regarding this procurement which has been addressed. Please find attached the vendor protest letter and the City's response.

OWNER

Midpoint International, Inc. dba CleanRiver Inventive Recycling Products

Bruce Buchan, President
Hugh Caines, Vice President
Carla Marcone, Secretary

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

March 28, 2018

COUNCIL DISTRICT(S):

2

DEPARTMENT:

Office of Procurement Services
Department of Aviation

CMO:

Elizabeth Reich, 670-7804
Jody Puckett, 670-3390

MAPSCO:

34 E

SUBJECT

Authorize **(1)** a three-year master agreement for the purchase of heating, ventilation, and air conditioning air filters for Dallas Love Field with Advanced Filtration Products, LLC in the amount of \$377,224 through the Texas Association of School Boards; and **(2)** a three-year master agreement for the purchase of heating, ventilation, and air conditioning canisters for Dallas Love Field with Texas AirSystems LLC in the amount of \$277,200 through The Interlocal Purchasing System - Total not to exceed \$654,424 - Financing: Aviation Current Funds

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This master agreement will provide for the purchase of heating, ventilation, and air conditioning filters and canisters for Dallas Love Field to ensure the airport is up to equipment and design standards. Utilizing these filters and canisters assist in maintaining compliance with Leadership in Energy and Environmental Design (LEED) certification. These canisters and filters are only available through certified distributors in Dallas.

Dallas Love Field was designed utilizing LEED certifications standards for measuring buildings sustainability. Maintaining LEED certification contributes to a clean, safe, and healthy environment by providing the best air flow and filtration possible to City employees and passengers of Love Field.

BACKGROUND (continued)

The Interlocal Purchasing System and the Texas Association of School Boards are authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

Aviation Current Funds - \$654,423.03

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE%</u>	<u>M/WBE \$</u>
\$654,423.03	COOP	N/A	N/A	N/A

- The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (COOPs)

OWNERS

Advanced Filtration Products, LLC

Andrea Mock, President
James Mock, Vice President
Melissa Matuke, Secretary & Treasurer

Texas AirSystems LLC

Armando Brunetti, President
Frank Shahin, Vice President & Treasurer
Bill Slode, Secretary

AGENDA ITEM # 34

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

March 28, 2018

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Water Utilities Department

CMO:

Elizabeth Reich, 670-7804
Majed Al-Ghafry, 670-3302

MAPSCO:

N/A

SUBJECT

Authorize a three-year master agreement for the purchase of quicklime - Lhoist North America of Texas Ltd, lowest responsible bidder of two - Not to exceed \$17,245,482 - Financing: Water Utilities Current Funds

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide quicklime for use in water purification and wastewater treatment. Three water purification plants and one wastewater treatment plant use lime slaking equipment to convert quicklime to lime slurry. The resultant lime slurry is then used in the water purification process during the chemical treatment stage to adjust pH level of the water. It also serves as a partial softening and corrosion control agent to reduce water hardness, certain minerals and impurities as mandated by Texas Commission on Environmental Quality regulations. Lime slurry made with quicklime is used in wastewater treatment to remove suspended solids and eliminate odors as required by Environmental Protection Agency regulations. Quicklime has been used by Dallas Water Utilities (DWU) for over twenty years in water and wastewater treatment process.

This master agreement will continue to provide National Sanitary Foundation 60 certified quicklime for use in water purification and wastewater treatment. Providing service to an estimated 2.3 million people in the City and surrounding communities, DWU treats approximately 417 million gallons of fresh water and 167 million gallons of wastewater per day.

BACKGROUND (continued)

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 499 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 9, 2013, City Council authorized a three-year master agreement for quicklime with Texas Lime Company by Resolution No. 13-0107.

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

Water Utilities Current Funds - \$17,245,482.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE%</u>	<u>M/WBE \$</u>
\$17,245,482.00	Goods	18.00%	0.00%	\$0.00

- This contract does not meet the M/WBE goal of 18.00%, but complies with good faith efforts

BID INFORMATION

The Office of Procurement Services received the following bids from solicitation number BW1801. We opened them on January 26, 2018. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

BID INFORMATION (continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Lhoist North America of Texas Ltd	5600 Clearfork Main Street Fort Worth, TX 76109	\$17,245,482.00
Texas Lime Company	5429 LBJ Freeway Suite 230 Dallas, TX 75240	\$24,416,000.00

OWNER

Lhoist North America of Texas Ltd

Ron Thompson, President
Michael Eliassen, Vice President
Ken Curtiss, Secretary
James Robinson, Treasurer

AGENDA ITEM # 40

STRATEGIC PRIORITY:

Government Performance and Financial Management

AGENDA DATE:

March 28, 2018

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Department of Aviation
Department of Convention and Event Services
Department of Sanitation Services
Department of Trinity Watershed Management
Water Utilities Department

CMO:

Elizabeth Reich, 670-7804
Jody Puckett, 670-3390
Joey Zapata, 670-3009
Majed Al-Ghafry, 670-3302

MAPSCO:

N/A

SUBJECT

Authorize **(1)** a three-year master agreement for the purchase of employee uniforms and safety shoes for civilian employees - Regali, Inc. in the amount of \$3,227,442, Northern Imports dba Work Wear Safety Shoes in the amount of \$1,701,429, Red Wing Brands of America, Inc. in the amount of \$307,462 and Promotional Designs, Inc. in the amount of \$190,688, lowest responsible bidders of five; and **(2)** a three-year master agreement for the purchase of employee uniforms and safety shoes for civilian employees - Promotional Designs, Inc. in the amount of \$444,142, local preference bidder - Total not to exceed \$5,871,163 - Financing: General Funds (\$3,035,002), Water Utilities Current Funds (\$1,988,117), Sanitation Current Funds (\$321,194), Stormwater Drainage Management Current Funds (\$227,250), Convention and Event Services Current Funds (\$169,300), and Aviation Current Funds (\$130,300)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide uniforms and safety shoes for civilian employees citywide as required to perform their daily duties. Uniforms are a key element in identifying employees, meeting safety regulations, and maintaining the professionalism of the City. Civilian new hires will receive five sets of summer and five sets of winter uniforms and an additional two sets thereafter. Safety shoes and boots are replaced yearly or as needed.

BACKGROUND (continued)

The City standard embroidered logo will be sewn on all department uniform shirts, coveralls, and jackets.

Examples of the uniforms and safety shoes on this agreement include but are not limited to the following:

- Long/short sleeve shirts and sweatshirts
- Pants, jeans, and shorts
- Basic and insulated coveralls
- Caps and hats
- Jackets
- Safety shoes and boots

Promotional Designs, Inc., with their principal place of business located in Dallas, TX, is being recommended for \$444,141.55 based on the local preference ordinance. Promotional Designs, Inc., submitted the local preference affidavit with their bid confirming that the business meets all of the requirements for being granted a local preference. Promotional Designs, Inc., currently has 7 employees at their Dallas location and plans to retain 7 employees to supply civilian uniforms and safety shoes in relation to this City agreement.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,130 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 22, 2011, City Council authorized a three-year master agreement for employee uniforms and safety shoes for civilian City employees by Resolution No. 11-1741.

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

General Funds - \$3,035,001.04
Water Utilities Current Funds - \$1,988,117.00
Sanitation Current Funds - \$321,194.00
Stormwater Drainage Management Current Funds - \$227,250.00
Convention and Event Services Current Funds - \$169,300.00
Aviation Current Funds - \$130,300.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE %</u>	<u>M/WBE \$</u>
\$5,871,162.04	Goods	18.00%	65.78%	\$3,862,271.55

- This contract exceeds the M/WBE goal of 18.00%

BID INFORMATION

The Office of Procurement Services received the following bids from solicitation number BP1706A. We opened them on December 8, 2017. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Regali, Inc.	518 North Interurban Street Richardson, TX 75081	Multiple Lines
*Northern Imports dba Work Wear Safety Shoes	6318 Airport Freeway Fort Worth, TX 76117	Multiple Lines
*Red Wing Brands of America, Inc.	314 Main Street Red Wing, MN 55066	Multiple Lines
*Promotional Designs, Inc.	8150 Brookriver Drive Suite S-155 Dallas, TX 75247	Multiple Lines

BID INFORMATION (continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
Galls LLC	10345 Brockwood Road Dallas, TX 75238	Multiple Lines

OWNERS

Regali, Inc.

Rupa Dutia, President/Secretary
Krish Dutia, Vice President/Treasurer

Northern Imports dba Work Wear Safety Shoes

Joe Peltier, President
Allen Watterson, Vice President

Red Wing Brands of America, Inc.

William J. Sweasy, Board of Directors Chairman
Mark C. Urdahl, Chief Executive Officer

Promotional Designs, Inc.

Lynn Katers, President
Brian Katers, Vice President

AGENDA ITEM # 41

STRATEGIC PRIORITY:

Government Performance and Financial Management

AGENDA DATE:

March 28, 2018

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Department of Aviation
Department of Convention and Event Services
Department of Sanitation Services
Department of Trinity Watershed Management
Water Utilities Department

CMO:

Elizabeth Reich, 670-7804
Jody Puckett, 670-3390
Joey Zapata, 670-3009
Majed Al-Ghafry, 670-3302

MAPSCO:

N/A

SUBJECT

Authorize a three-year master agreement for the purchase of employee uniforms and safety shoes for civilian employees - Regali, Inc. in the amount of \$3,664,039, Northern Imports dba Work Wear Safety Shoes in the amount of \$1,701,429, Red Wing Brands of America, Inc. in the amount of \$307,462, and Promotional Designs, Inc. in the amount of \$190,688, lowest responsible bidders of five - Total not to exceed \$5,863,618 - Financing: General Funds (\$3,027,457), Water Utilities Current Funds (\$1,988,117), Sanitation Current Funds (\$321,194), Stormwater Drainage Management Current Funds (\$227,250), Convention and Event Services Current Funds (\$169,300), and Aviation Current Funds (\$130,300)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide uniforms and safety shoes for civilian employees citywide as required to perform their daily duties. Uniforms are a key element in identifying employees, meeting safety regulations, and maintaining the professionalism of the City. Civilian new hires will receive five sets of summer and five sets of winter uniforms and an additional two sets thereafter. Safety shoes and boots are replaced yearly or as needed.

BACKGROUND (continued)

The City standard embroidered logo will be sewn on all department uniform shirts, coveralls, and jackets.

Examples of the uniforms and safety shoes on this agreement include but are not limited to the following:

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- Pants, jeans, and shorts
- Basic and insulated coveralls
- Caps and hats
- Jackets
- Safety shoes and boots

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PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 22, 2011, City Council authorized a three-year master agreement for employee uniforms and safety shoes for civilian City employees by Resolution No. 11-1741.

The Government Performance & Financial Management Committee will receive this item for consideration on March 19, 2018.

FISCAL INFORMATION

General Funds - \$3,027,456.49

Water Utilities Current Funds - \$1,988,117.00

Sanitation Current Funds - \$321,194.00

Stormwater Drainage Management Current Funds - \$227,250.00

Convention and Event Services Current Funds - \$169,300.00

Aviation Current Funds - \$130,300.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE %</u>	<u>M/WBE \$</u>
\$5,863,617.49	Goods	18.00%	65.74%	\$3,854,726.00

- This contract exceeds the M/WBE goal of 18.00%

BID INFORMATION

The Office of Procurement Services received the following bids from solicitation number BP1706A. We opened them on December 8, 2017. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
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*Promotional Designs, Inc.	8150 Brookriver Drive Suite S-155 Dallas, TX 75247	Multiple Lines
Galls LLC	10345 Brockwood Road Dallas, TX 75238	Multiple Lines

OWNERS

Regali, Inc.

Rupa Dutia, President/Secretary
Krish Dutia, Vice President/Treasurer

OWNERS (continued)

Northern Imports dba Work Wear Safety Shoes

Joe Peltier, President
Allen Watterson, Vice President

Red Wing Brands of America, Inc.

William J. Sweasy, Board of Directors Chairman
Mark C. Urdahl, Chief Executive Officer

Promotional Designs, Inc.

Lynn Katers, President
Brian Katers, Vice President

AGENDA ITEM # 62

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: March 28, 2018

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Budget

CMO: Elizabeth Reich, 670-7804

MAPSCO: N/A

SUBJECT

A public hearing to receive comments on the FY 2018-19 Operating, Capital, and Grant & Trust Budgets - Financing: No cost consideration to the City

BACKGROUND

Each year the City of Dallas holds public hearings to provide the citizens of Dallas the opportunity to speak on the upcoming year's budget. This public hearing is one of three to be held at Dallas City Hall on March 28, 2018, May 9, 2018, and August 22, 2018. Citizen input is an important part of the budget development process.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 28, 2018, City Council authorized the public hearing by Resolution No. 18-0344.

FISCAL INFORMATION

No cost consideration to the City.

Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Dallas Fleet Management Efficiency Study**

On Monday, March 19, 2018, Errick Thompson, Director of Equipment and Building Services, will brief the Government Performance & Financial Management Committee on the Dallas Fleet Management Efficiency Study. I have attached the briefing for your review.

Please let me know if you need additional information.

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

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
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
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
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

Dallas Fleet Management Efficiency Study

**Government Performance &
Financial Management Committee**

March 19, 2018

**Errick Thompson, P.E., Director
Equipment and Building Services**



City of Dallas

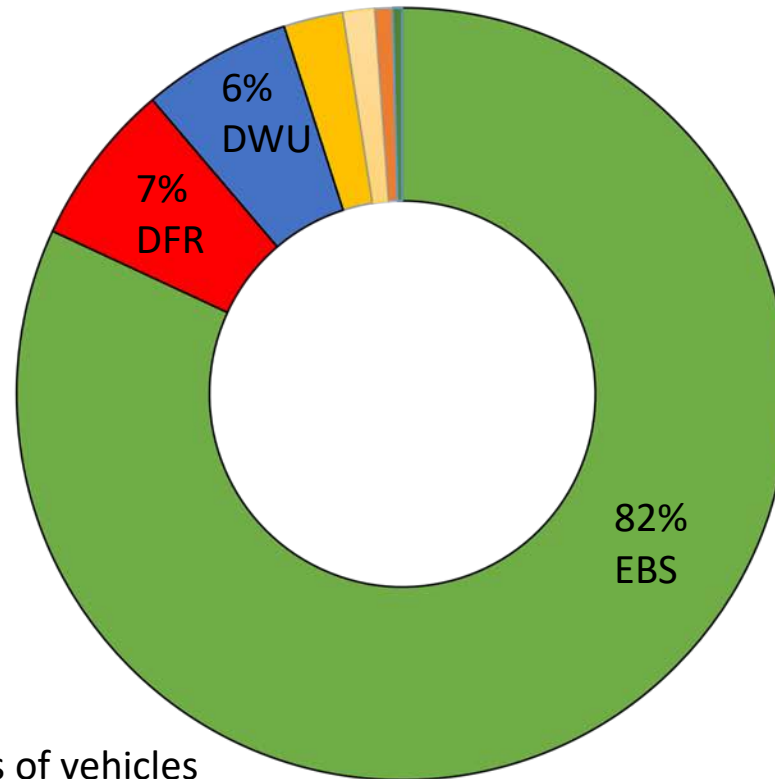
Presentation Overview

- Provide background on fleet management across the organization
- Discuss operational concerns
- Suggest a path forward and associated fiscal impact
- Recommendation / Next Steps

Background

City Fleet of 6,654 Units (across seven departments)

- 82% of the City's overall fleet is currently managed by Equipment and Building Services
- Following slides focus on EBS but intention is to take a closer look at overall City fleet management



Numbers of vehicles

Aviation - 50	EBS - 5,451	Fire-Rescue - 456	Public Works - 88
Sanitation - 165	Trinity - 27	Water - 417	

Background

EBS Fleet Management Overview

- Internal Service Fund
- \$52.7m FY18 Budget
- 276.7 FTEs
- Five Service Centers
(Central, Southeast,
Southwest, Northeast,
and Northwest)



EBS Fleet Service Centers

Northwest Service Center

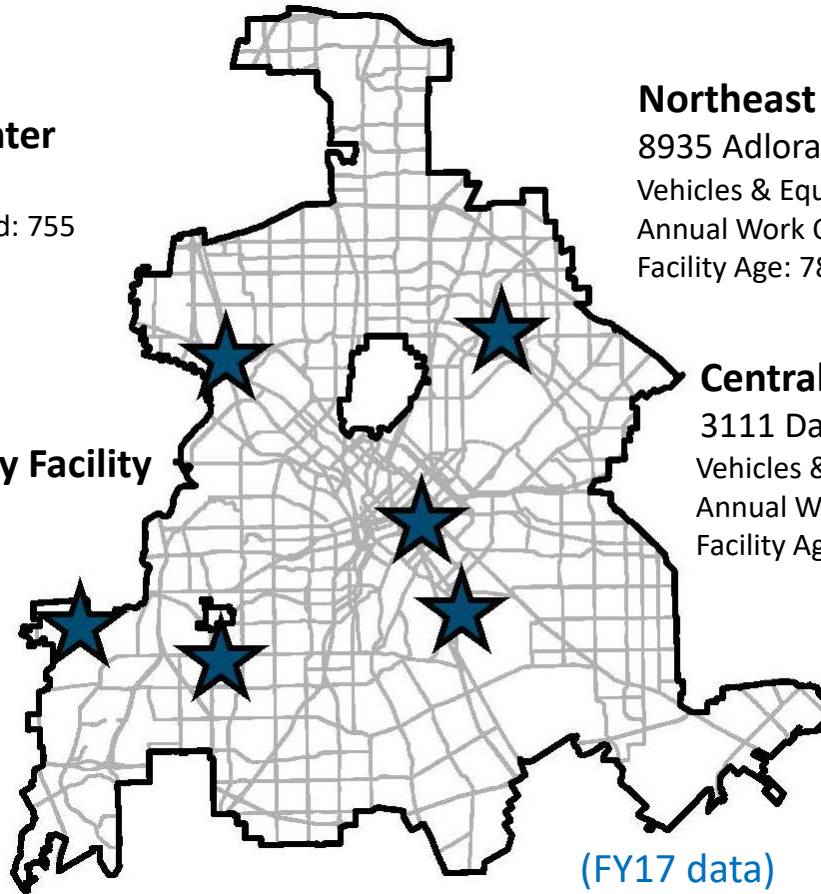
9809 Harry Hines Blvd.
Vehicles & Equipment Assigned: 755
Annual Work Orders: 11,663
Facility Age: 13 years

Hensley Field Make-Ready Facility

501 E. Leatherneck
Annual Work Orders: 1,800
Facility Age: 62 years

Southwest Service Center

2411 Valleria Dr.
Vehicles & Equipment Assigned: 877
Annual Work Orders: 7,914
Facility Age: 32 years



Northeast Service Center

8935 Adlora Ln.
Vehicles & Equipment Assigned: 943
Annual Work Orders: 6,299
Facility Age: 78 years

Central Service Center

3111 Dawson St.
Vehicles & Equipment Assigned: 1,543
Annual Work Orders: 16,605
Facility Age: 38 years

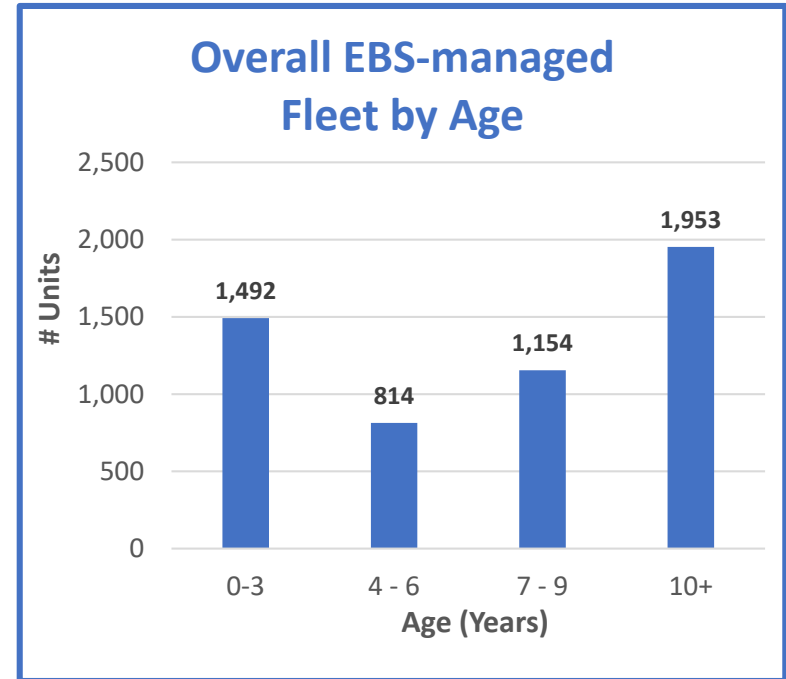
Southeast Service Center

2761 Carlton Garrett St.
Vehicles & Equipment Assigned: 1,254
Annual Work Orders: 14,555
Facility Age: 66 years

Background

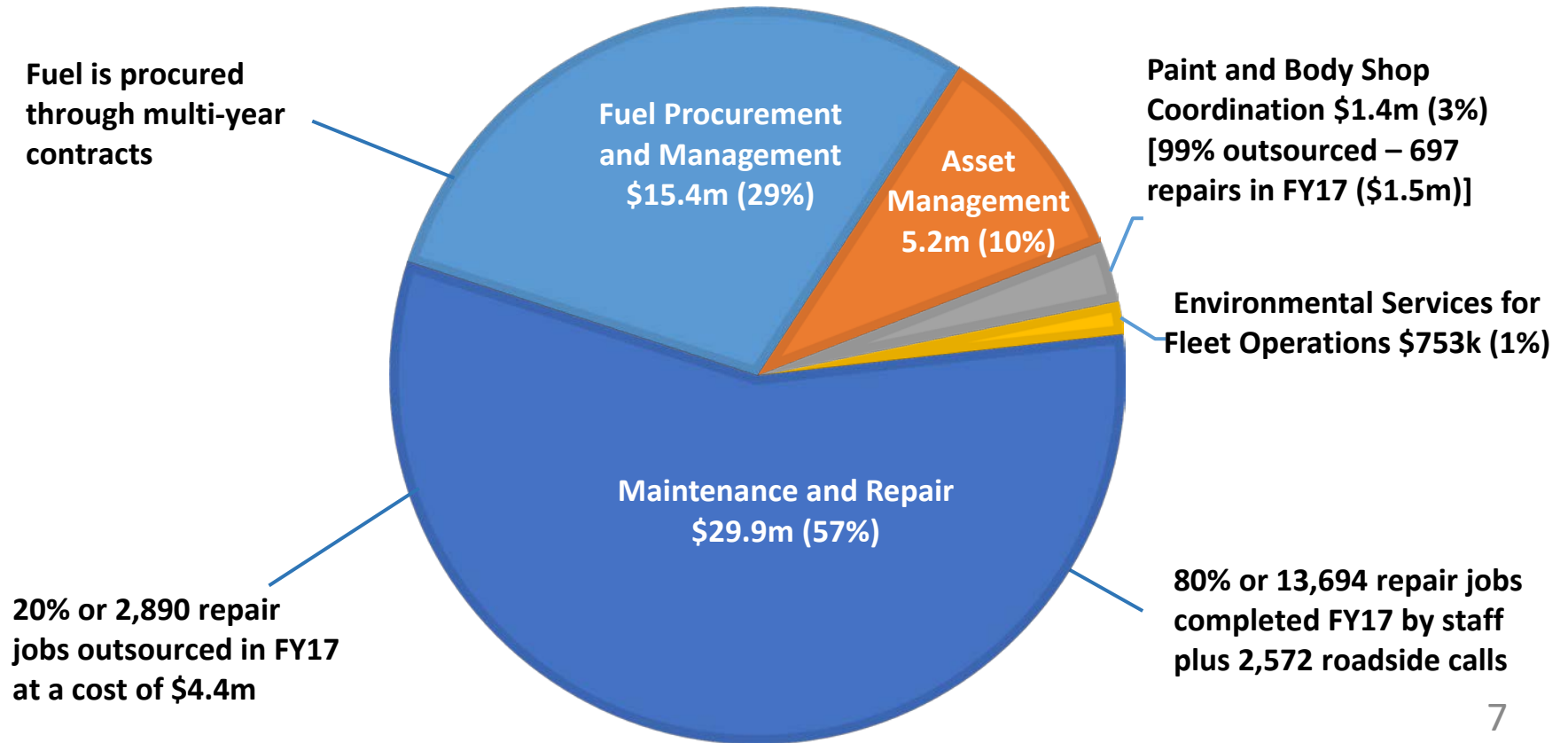
EBS Fleet Profile

- Diverse – police cars and motorcycles, refuse trucks, sedans, light trucks/vans, dump trucks, construction equipment, and more
- Alternative fuel/SmartWay® vehicles represent approximately 38% of the EBS fleet
- Overall average age of the vehicles is 9 years despite most replacement criteria being 6 – 8 years



Background

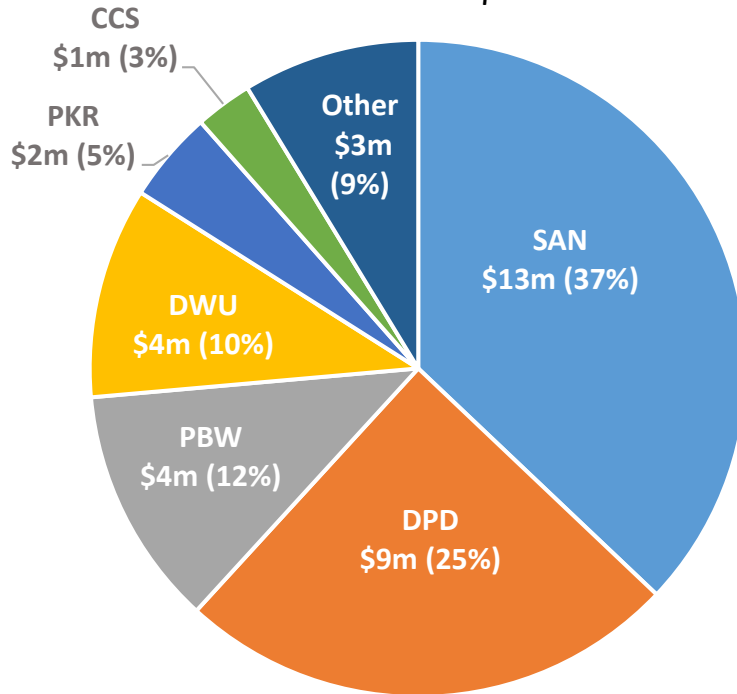
FY18 EBS Fleet Management Budget \$52.7m



Background – FY18 EBS Fleet Budget

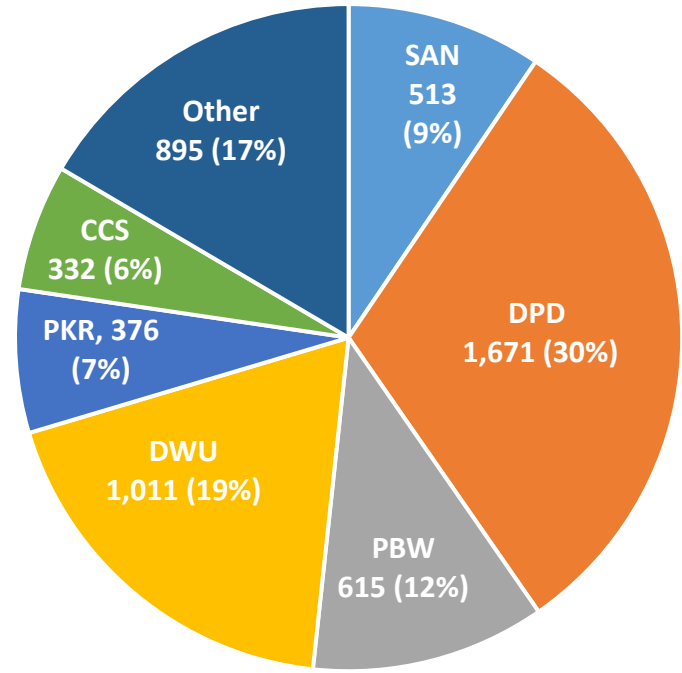
Expenses Projected to be Billed to Departments

Total: \$35.6m



Units by Department

Total: 5,413 (budgeted)



■ SAN
 ■ DPD
 ■ PBW
 ■ DWU
 ■ PKR
 ■ CCS
 ■ Other

Operational Concerns

- Aging fleet results in increased higher-cost maintenance activities (like major transmission service, timing belt replacements, etc.)
 - Increased down-time
 - Expensive repairs
 - (avg. maintenance cost: \$478, avg. repair cost: \$639)*
- Preventive maintenance compliance / vehicle care
- Multiple makes / models add to shop inefficiency (expertise, tools, software and other reference material, parts inventory, etc.)
- Inconsistent replacement funding

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Proposed Action

- Review current operations
- Confirm and identify opportunities for improvement / additional efficiencies
- Accomplish business plan strategic objectives
- Assess overall efficiency/effectiveness including current fleet asset management technology
- Review large dollar amount contracts
- Assess lease/buy opportunities

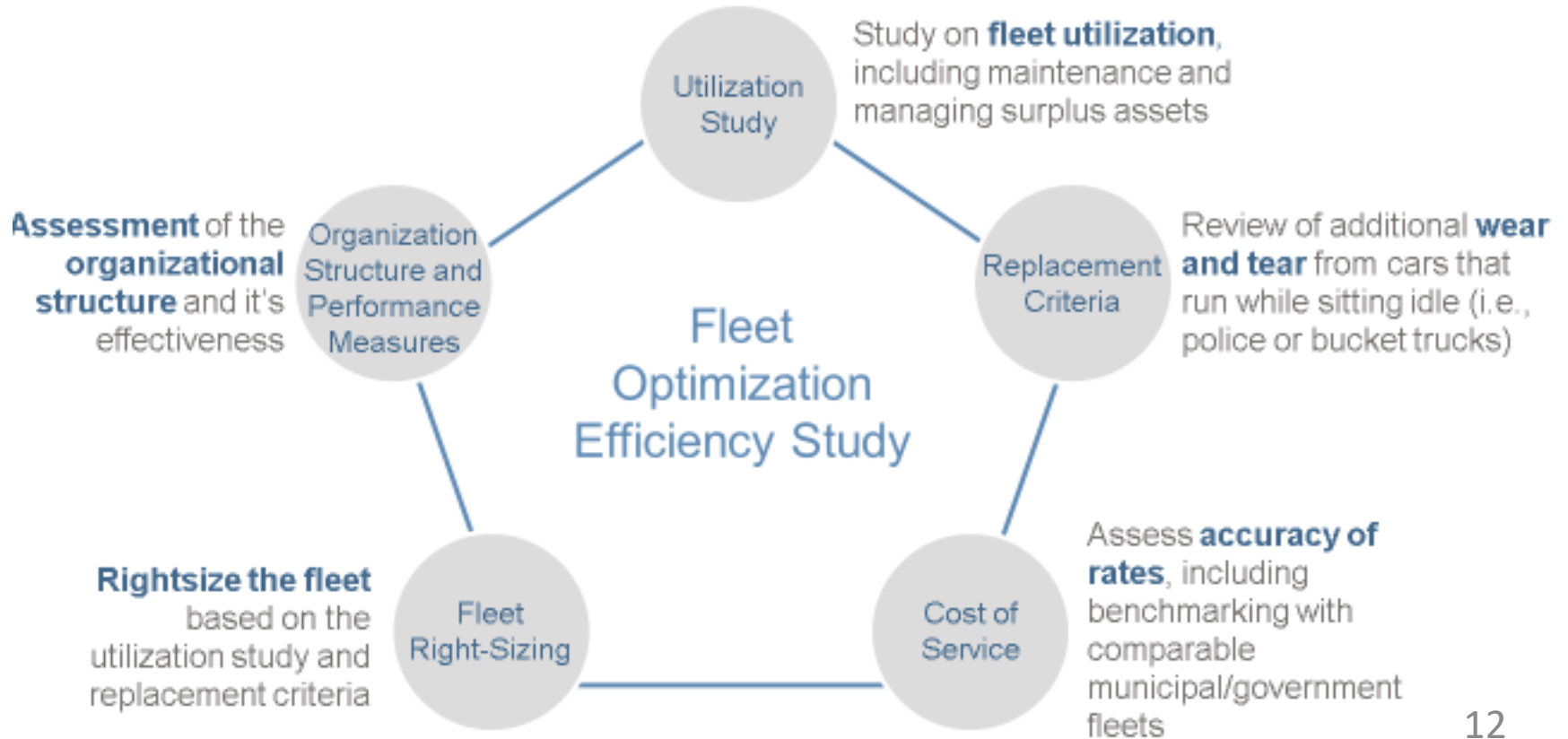
Proposed Action

Contract with Alvarez & Marsal Public Sector Services through U.S. Communities Government Purchasing Alliance's cooperative purchasing agreement (estimate \$475,000)

- Cooperative purchasing involves sharing competitively procured contracts between governments with common requirements
- Project scope includes all seven departments with fleet management
- Project also includes partnership with Paul Quinn College
- Recommended source of funds is Equipment Services operating reserve

Proposed Action: Study Scope – Five Components

Proposed three month schedule



12

Project Deliverables

- Utilization report for under/over utilized vehicles
- Replacement criteria analysis and recommendations
- Recommended options to simplify/streamline billing
- Fleet right-sizing recommendations and implementation strategy
- Recommended options to enhance organizational structure

Recommendation / Next Steps

- Council consideration of contract award on April 11, 2018 voting agenda
- Study commences late April
- Consultant and staff develop draft implementation plan August/September

Questions / Discussion

15



Dallas Fleet Management Efficiency Study

Government Performance
& Financial Management
Committee

March 19, 2018

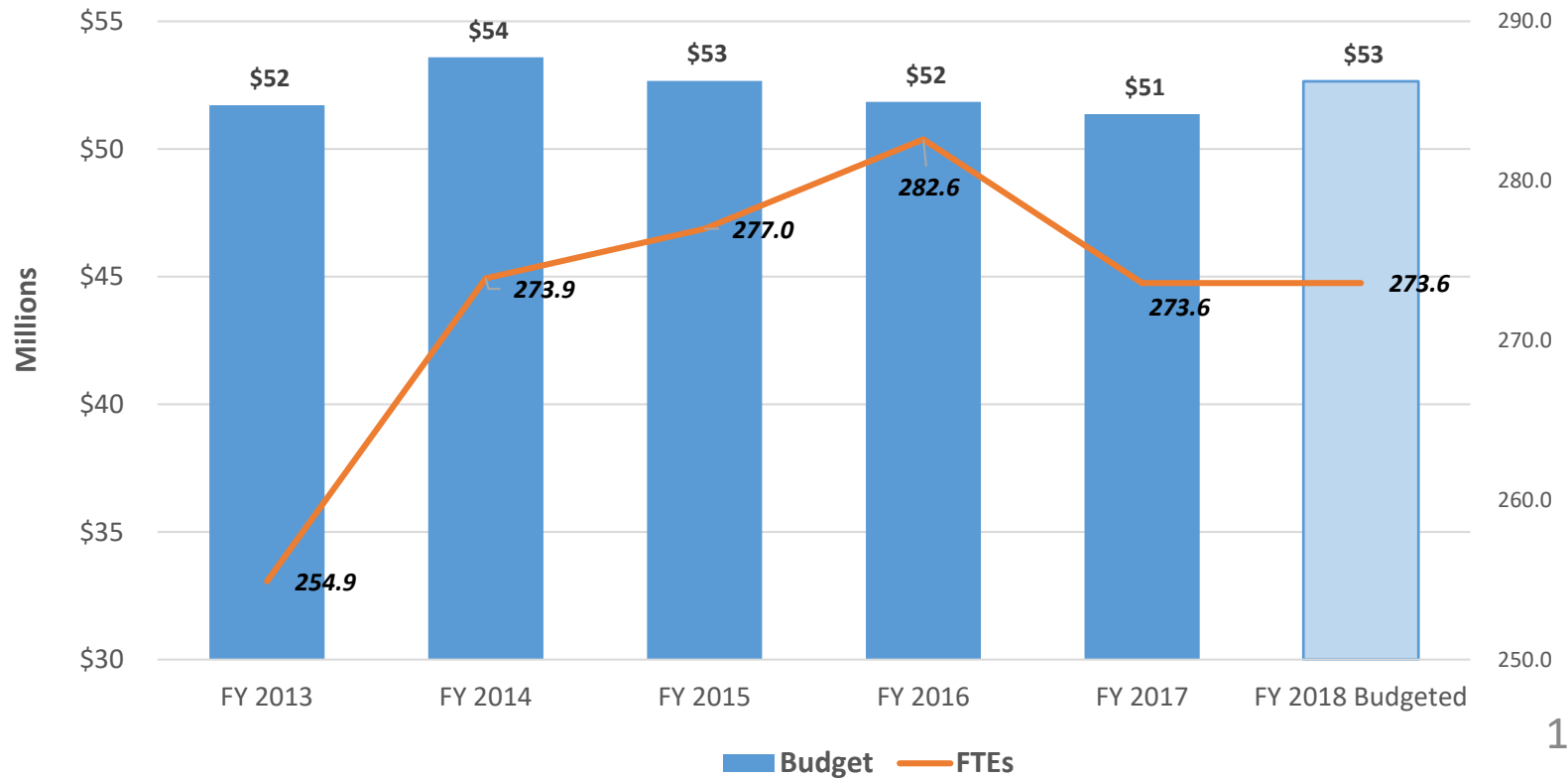
Errick Thompson, P.E., Director
Equipment and Building Services



City of Dallas

Appendix: Additional Background

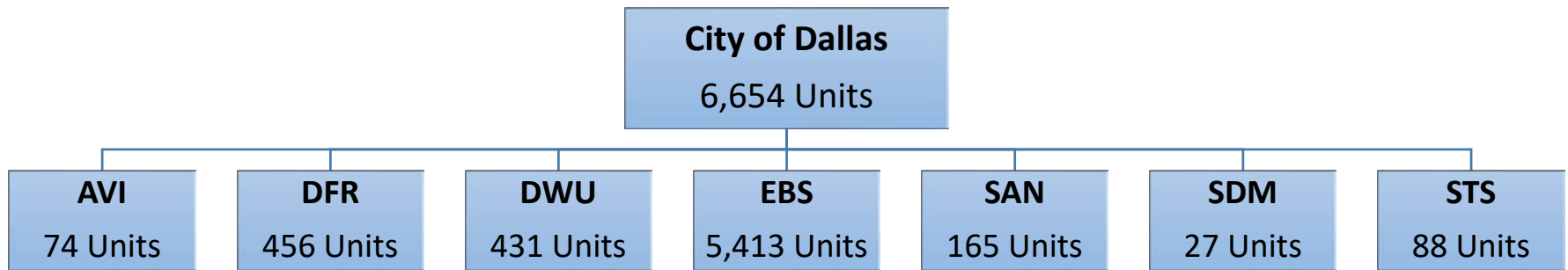
EBS Fleet Management Historical FY Budget/FTEs



Appendix: Additional Background

FY18 City Fleet by Maintenance Department

Total Units: 6,654

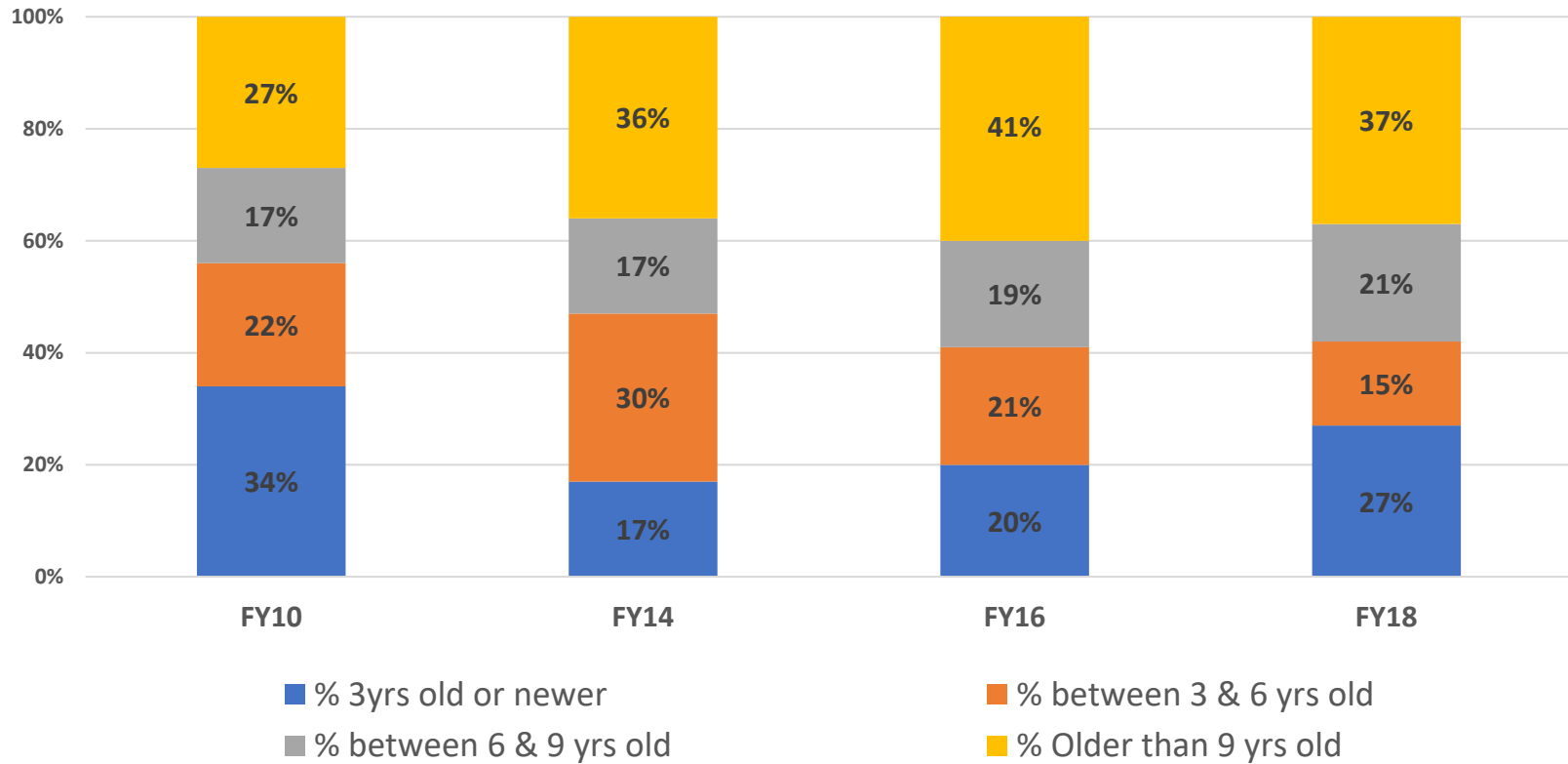


Unit Examples:

- | | | | | | |
|---|---|---|---|---|--|
| <ul style="list-style-type: none">• Backhoe• Brush Trailer• Tractor• Roller• Tractor Truck• Wheel Loader | <ul style="list-style-type: none">• Escape• Explorer• F350• Suburban• Tahoe• Trailblazer | <ul style="list-style-type: none">• Backhoe• Excavator• Marine Equipment• Mower Tractor• Track Loader | <ul style="list-style-type: none">• Brush Truck• Rotoboom• Transfer Truck• Rear Loader• F450• F150 | <ul style="list-style-type: none">• Gasoline Van• Dump Truck• F350• F150• Truck Loader• Heavy Haul Truck | <ul style="list-style-type: none">• F150• Static Roller• Backhoe• F350• Dump Truck• Patch Truck |
|---|---|---|---|---|--|

Appendix: Additional Background

Age of Active EBS Managed Fleet Over Time

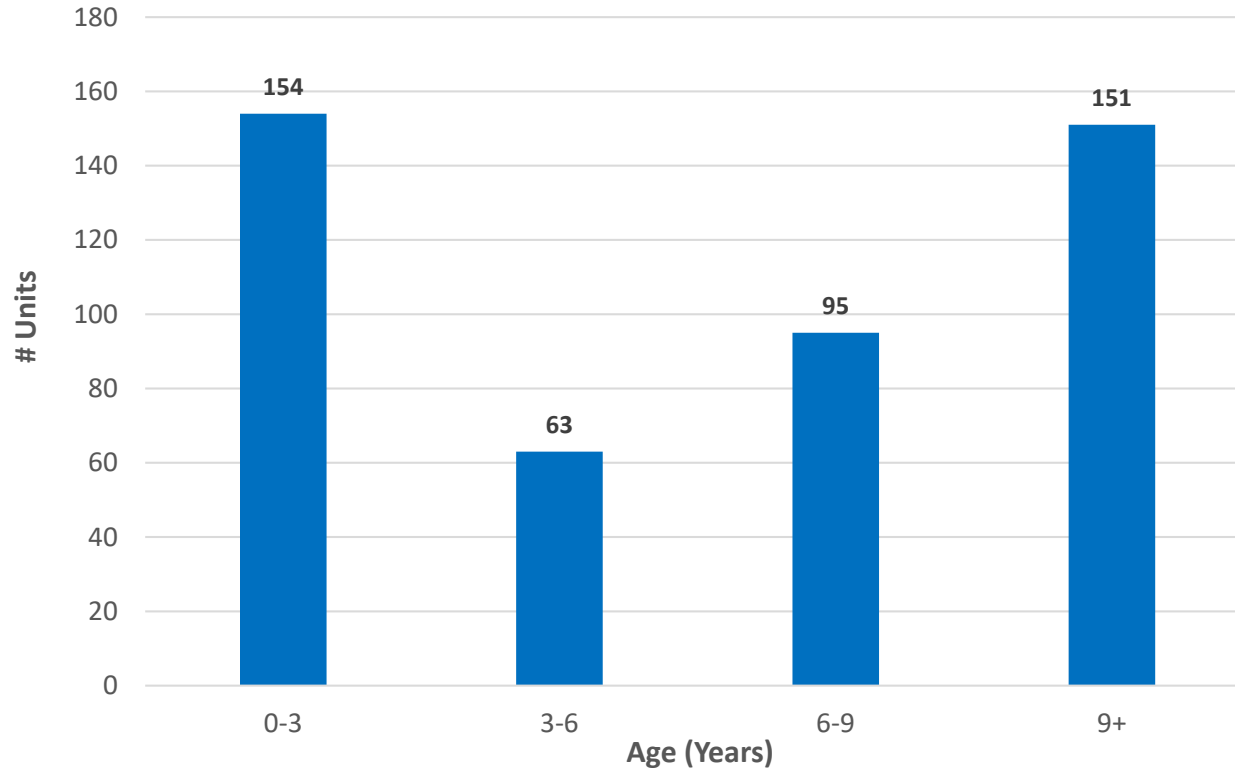


Appendix: Additional Background

FY18 EBS Maintained Active Refuse Units by Age

Total Units: 463

Major Replacement Criteria: 7 Years, 65k Miles

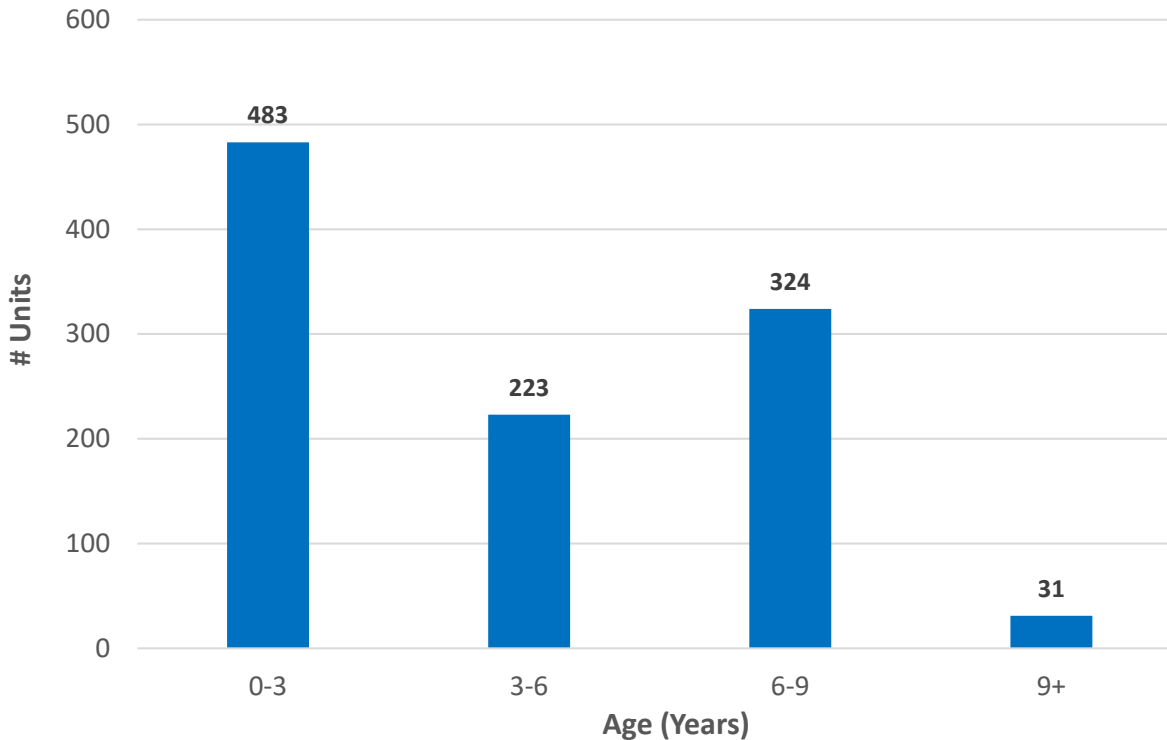


Appendix: Additional Background

FY18 EBS Maintained Active **Marked Squad** Units by Age

Total Units: 1,061

Replacement Criteria: 5 Years, 110K Miles



Appendix: Additional Background

Older Marked Squad Units

Replacement Criteria: 5 Years, 110K Miles

- 60 are 6 years old with an average of 98,090 miles
- 166 are 7 years old with an average of 100,267 miles
- 92 are 8 years old with an average of 100,374 miles
- 66 are 9 years old with an average of 98,290 miles

Dallas Fleet Management Efficiency Study

**Government Performance &
Financial Management Committee**

March 19, 2018

**Errick Thompson, P.E., Director
Equipment and Building Services**



City of Dallas

Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
TO Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Procurement: Recommended Changes to Chapter 2 (Administration) and 15B
(Equal Employment Opportunity Contract Compliance) of Dallas City Code**

On Monday, March 19, 2018, the Office of Procurement Services will brief the Government Performance & Financial Management Committee on recommended changes to Chapter 2 and 15B of the City Code.

During staff review of the Administrative Directive governing City contracting (AD 4-5), the Office of Procurement Services and City Attorney's Office identified a number of proposed changes to Dallas City Code. Although many of the changes are simply codifications of State statute language, several changes to the Code are being recommended to provide operational efficiencies.

I have attached the briefing and draft ordinance for your review.

Please let me know if you need additional information.

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

M. Elizabeth Reich
Chief Financial Officer

Attachments

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billierae Johnson, City Secretary (Interim)
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
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
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

Procurement: Recommended Changes to Chapter 2 (Administration) and Chapter 15B (Equal Employment Opportunity Contract Compliance) of Dallas City Code

**Government Performance and
Financial Management**

March 19, 2018

**Mike Frosch, Director
Office of Procurement
Services**



City of Dallas

Purpose

- Discuss the Office of Procurement Services review of Administrative Directive 4-5
- Discuss recommended Chapter 2 and Chapter 15B City Code amendments
- Discuss operational efficiencies
- Discuss next steps

Background

- Office of Procurement Services (OPS) is committed to delivering timely service to its clients through strategic and competitive purchasing
- Effective public procurement is grounded in the following key values
 - Transparency
 - Accountability
 - Ethics
 - Impartiality
 - Professionalism

Background

- The City must comply with all local, State, and Federal procurement laws
 - State Laws of Texas
 - Dallas City Charter
 - Dallas City Code
 - City Administrative Directives

Background

- OPS and the City Attorney's Office have worked in collaboration to review and recommend changes to the Administrative Directive governing Contract (AD 4-5) – Latest revision date – April 2013
 - This group is independent of the Construction Task Force
 - Changes were circulated to all departments for review and recommendations
- During the review, changes were identified to Chapter 2 of the Dallas City Code governing the procurement process and Chapter 15B, Equal Employment Opportunity Contract Compliance

Background

- Changes are recommended for two primary reasons: administrative clean-up and to provide operational efficiencies
- Administrative Directives (ADs) provide references to the employees on areas of daily operations
- ADs often reference the applicable state statutes, City Charter, or City Code
- Changes were identified within the City Code during the review of AD 4-5

Administrative Directive 4-5 – Changes

- Major Highlights

- Added section requiring attestation engagement for any construction related project over \$50M
 - Recommended by Government Performance and Financial Management Committee on February 5, 2018
- Removed the requirement for the City Auditor’s Office to review all sole source and single bid solicitations
 - Recommendation of the City Auditor’s Office to Budget, Finance, and Audit Committee in 2017
 - Already implemented
- Added a new internal document referred to as “service order” for certain types of minor services, such as mail and delivery services not requiring a contract
 - Recommendation of the OPS and the City Attorney’s Office

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Administrative Directive 4-5 – Changes

- Minor Changes
 - Changed the layout of the document and modified definitions to provide clarity
 - Administrative clean-up for references to statutes, department names, etc.

Recommended Changes to Chapter 2

Section 2-27 Definitions

- (1) ALTERNATIVE DELIVERY METHOD means one of the methods by Chapter 2269 of the Texas Government Code, as amended, for contracting for facility construction.
- ~~(3) CONSTRUCTION SERVICES means the following activities, but does not include facility construction:~~
 - ~~(A) the construction of capital improvements to city owned real property or right of way, including but not limited to streets, traffic signals, signal systems or control devices, storm drainage facilities, sidewalks, alleys, water or wastewater mains or appurtenances, process plants, or other similar facilities;~~
 - **IMPACT:** Updates City Code with current state statutes.

Recommended Changes to Chapter 2

Section 2-27 Definitions (continued)

- ~~• (B) the renovation, modification, alteration, modification, or repair activities that are treated or defined under state law as public works.~~
- ~~• (C) other construction, renovation, alteration, modification, or repair activities that are treated or defined under state law as public works.~~
- (5) FACILITY has the meaning given that term in Chapter 2269 of the Texas ~~CONSTRUCTION means the construction, rehabilitation, alteration, or repair of a building or any portion of a building, the design and construction of which is governed by accepted building codes, but does not include construction that is specifically excluded from the definition of “facility” contained in Section 271.111, Texas~~ Local Government Code, as amended
- **IMPACT:** Updates City Code with current state statutes.

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Recommended Changes to Chapter 2

Section 2-27 Definitions (continued)

- (16) SERVICE ORDER means a legal instrument, similar to a purchase order for equipment or supplies, used to authorize payment, without the requirement of a contract, for certain types of minor services, such as mail and delivery services, or minor repair, restoration and remediation services necessary for a timely and efficient response to equipment failure or damage to a facility.
- **IMPACT:** Significant operational efficiency. Creates a new definition within City Code to process small service related orders not to exceed \$3,000. This will function as a purchase order (PO) for services. Administrative Actions are required today for all service orders.

Recommended Changes to Chapter 2

Section 2-30 General Delegation of Contracting Authority

- (d) The city manager is authorized to approve the following by administrative action, without further city council action:
 - (1) A contract for the purchase of goods, general services, ~~construction services~~, or facility construction, or for any other lawful municipal purpose not specifically described in this subsection, that requires a city expenditure not exceeding \$50,000.
 - **IMPACT:** Clean-up

Recommended Changes to Chapter 2

Section 2-30 General Delegation of Contracting Authority (continued)

- (2) A contract requiring a city expenditure exceeding \$50,000, but not exceeding \$70,000, for:
 - (a) the purchase of goods, or general services, ~~or construction services~~ required to be procured through competitive bid or competitive sealed proposal in accordance with Chapter 252, Texas Local Government Code, as amended, including purchases made utilizing a cooperative purchasing program; or
 - (b) facility construction required to be procured through competitive bid or competitive sealed proposal in accordance with Chapter 252, Texas Local Government Code, as amended, or through an alternative delivery method in accordance with Chapter 2269, Texas Government Code, as amended.
- **IMPACT:** Updates City Code with current state statutes.

Recommended Changes to Chapter 2

Section 2-31 Rules Regarding Expenditures Not Exceeding \$50,000

- (a) Except as otherwise provided by this section, all purchases of goods, general services, or facility construction, ~~or construction services~~ under this section must be made by the director after giving reasonable opportunity for competition under procedures that are established by the director, with city manager approval, and that are consistent with the purpose of this section
- **IMPACT:** Clean-up

Recommended Changes to Chapter 2

Section 2-31 Rules Regarding Expenditures Not Exceeding \$50,000 (continued)

- (b) If the city expenditure for the purchase of goods, general services, or facility construction ~~, or construction services~~ exceeds ~~\$1,000~~ 3,000, price quotations from not less than three independent vendors or contractors, if available, must be secured.
- **IMPACT:** Updates City Code with current state statutes, and amends to allow for small dollar purchases under \$3,000 to be purchased more efficiently.

Recommended Changes to Chapter 2

Section 2-32 Rules Regarding Expenditures Exceeding \$50,000

- (a) Advertisement. No city expenditure exceeding \$50,000 may be made without advertising for competitive bids or competitive sealed proposals pursuant to Chapter 252, Texas Local Government Code, as amended, and this division, or without following the advertisement requirements in Chapter 2269, Texas Government Code, as amended, and this division, for alternative delivery methods, except in cases ~~of facility construction as provided in Section 2-33 of this division~~, an immediate emergency, or where competitive bidding, or sealed proposal, or an alternative delivery method is not otherwise required by state law or the city charter.
- **IMPACT:** Updates City Code with current state statutes.

Recommended Changes to Chapter 15B

Section 15B-1 Definitions

- (6) DISCRIMINATE, DISCIMINATES, OR DISCRIMINATION means to distinguish, differentiate, separate, or segregate solely on the basis of race, color, age, religion, marital status, sexual orientation, gender identity and expression, genetic characteristics, national origin, disability, military or veteran status, sex, political opinions or affiliations ~~age, color, religion, sex, sexual orientation, or national origin.~~
- (7) SEXUAL ORIENTATION has the meaning assigned to it in Chapter 34 of the Dallas City Code, as amended ~~means an individual's real or perceived orientation as heterosexual, homosexual, or bisexual or an individual's real or perceived gender identity.~~
- **IMPACT:** Conforms with the Dallas City Charter and same change was made in Chapter 2 of the City Code.

Recommended Changes to Chapter 15B

Section 8 Equal Employment Opportunity Clause

- (1) The contractor shall not discriminate against any employee or applicant for employment because of race, color, age, religion, marital status, sexual orientation, gender identity and expression, genetic characteristics, national origin, disability, military or veteran status, sex, political opinions or affiliations ~~age, color, religion, sex, sexual orientation, or national origin.~~
- **IMPACT:** Conforms with the Dallas City Charter and same change was made in Chapter 2 of the City Code.

Operational Efficiencies



Summary of Operational Efficiencies

- Procurement management tool was developed, tested, and fully implemented in Oct. 2017
 - Salesforce platform will provide additional dashboards for reporting, and milestone tracking
- Office of Procurement Services is researching available options for online bidding systems to further automate the bid receipt, tabulation, evaluation, and vendor notification process.
 - Fall 2018
- Implementation of electronic signatures for contracting and administrative actions
 - Pilot is successful with additional departments being added

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Master Agreement for Goods and Services: Process

- Used for goods and general services based primarily on demand analysis
 - Estimates annual requirements based on the previous year plus anticipated use for upcoming contract term
- Contracts are “not to exceed” contracts (capped)
 - Departments ordering items must have available budget appropriations
- Pricing is fixed firm pricing, for a specific term, ordered on an as needed basis
- Terms are typically one to five years based on market analysis
 - Product availability, market volatility, supply and demand, and price

Master Agreement for Goods and Services: Recommended Changes

- Continue use for goods and general services based primarily on demand analysis
 - Estimates annual requirements based on the previous year plus anticipated use for upcoming contract term
- Contracts will NOT be capped providing departments the ability to purchase items for firm pricing for a specific period of time, however purchases may not exceed the budgeted amounts for those goods and services
- Pricing remains fixed firm pricing, for a specific term, which are ordered on an as-needed basis

Master Agreement for Goods and Services: Recommended Changes – Benefits

- Provides indefinite quantities which allows the City to respond to policy and unforeseen events expeditiously.
 - Current process requires departments to limit quantities to forecasted projections
- Recommended process allows the City to respond to changes such as:
 - New Grants: Allows the utilization of existing agreements to make immediate purchases without depleting agreement when accepting grants to purchase goods and services
 - Policy changes which increased the number of spay and neuter cases
 - Emergency Response: Allows department to utilize existing agreements in response to weather and unforeseen events without risk of depleting agreement

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Next Steps

- Schedule agenda item to revise Chapter 2 and 15B on the April 11, 2018 Council agenda
- Publish the revised Administrative Directive 4-5 for Contracting following Council approval

Procurement: Recommended Changes to Chapter 2 (Administration) and Chapter 15B (Equal Employment Opportunity Contract Compliance) of Dallas City Code

**Government Performance and
Financial Management**

March 19, 2018

**Mike Frosch, Director
Office of Procurement
Services**



City of Dallas

Appendix

ORDINANCE NO. _____

An ordinance amending Chapters 2, “Administration,” 15B, “Equal Employment Opportunity Contract Compliance,” of the Dallas City Code by amending Sections 2-17.3, 2-27, 2-29, 2-30, 2-31, 2-32, 2-33, 15B-1, and 15B-3; providing clarifying changes to the city’s nondiscrimination provisions in Chapters 2 and 15B; adding and deleting definitions; updating state law references; clarifying that the city manager may approve purchases made utilizing a cooperative purchase program if under a certain amount; adding alternative delivery method as another form of procurement; authorizing the director to use a service order to approve payment for minor services under \$3,000; providing a decision making process for facility construction procured through an alternative delivery method; making other grammatical and structural changes; providing a penalty not to exceed \$500; providing a saving clause; providing a severability clause; and providing an effective date.

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

SECTION 1. That Subsection (a) of Section 2-17.3, “Nondiscrimination in the Provision of City Services,” of Article I, “In General,” of Chapter 2, “Administration,” of the Dallas City Code, as amended, is amended to read as follows:

“(a) The city of Dallas will not discriminate because of a person’s race, color, age, religion, marital status, sexual orientation, gender identity and expression, genetic characteristics, national origin, disability, military or veteran status, sex, [~~marital status, sexual orientation, national origin, disability,~~] political opinions, or affiliations in the provision of services to the general public.”

SECTION 2. That Section 2-27, “Definitions,” of Division 1, “Purchasing and Contracting Generally” of Article IV, “Purchasing,” of Chapter 2, “Administration,” of the Dallas City Code, as amended, is amended to read as follows:

“SEC. 2-27. DEFINITIONS.

In this article:

(1) ALTERNATIVE DELIVERY METHOD means one of the methods authorized by Chapter 2269 of the Texas Government Code, as amended, for contracting for facility construction.

(2) CITY EXPENDITURE means the payment of money by the city directly to a vendor or contractor pursuant to a city-awarded contract in consideration of goods furnished to or services performed on behalf of the city, or in consideration of the accomplishment of some other lawful public or municipal purpose, regardless of the source or nature of the funds used by the city to make payment and regardless of the form of contract used.

(3[2]) COMMUNITY DEVELOPMENT ITEM means the purchase, by competitive sealed proposal as required in Section 252.021(d) of the Texas Local Government Code, as amended, of goods or services pursuant to a community development program established under Chapter 373 of the Texas Local Government Code, as amended, in which the source of the city expenditure for the purchase is derived exclusively from an appropriation, loan, or grant of funds from the federal or state government for community development purposes.

[~~(3) CONSTRUCTION SERVICES means the following activities, but does not include facility construction:~~

~~(A) the construction of capital improvements to city owned real property or right of way, including but not limited to streets, traffic signals, signal systems or control devices, storm drainage facilities, sidewalks, alleys, water or wastewater mains or appurtenances, process plants, or other similar facilities;~~

~~(B) the renovation, modification, alteration, or repair of existing capital improvements upon or within city owned real property or right of way; or~~

~~(C) other construction, renovation, alteration, modification, or repair activities that are treated or defined under state law as public works.]~~

(4) DIRECTOR means the director of the department designated by the city manager to administer this chapter [~~office of business development and procurement services,~~] or the director's authorized representatives.

(5) FACILITY has the meaning given that term in Chapter 2269 of the Texas [~~CONSTRUCTION means the construction, rehabilitation, alteration, or repair of a building or any portion of a building, the design and construction of which is governed by accepted building codes, but does not include construction that is specifically excluded from the definition of "facility" contained in Section 271.111, Texas Local~~] Government Code, as amended.

(6) GENERAL SERVICES means insurance (including insurance-related services such as claims adjustment and policy administration), technical services related to the purchase of a high technology item, or other types of manual, physical, or intellectual labor performed on behalf of the city and purchased for a lawful municipal purpose. The term does not

include personal services, professional services, planning services, or facility construction [~~or construction services~~].

(7) GOODS means supplies, equipment, or other personal property, including but not limited to high technology items, purchased and used for a lawful municipal purpose.

(8) GOVERNMENTAL CONTRACT has the meaning given that term in Chapter 2252, Subchapter A, Texas Government Code, as amended.

(9) HIGH TECHNOLOGY ITEM means an item of equipment, goods, or services of a highly technical nature, including but not limited to:

(A) data processing equipment and software and firmware used in conjunction with data processing equipment;

(B) telecommunications equipment and radio and microwave systems;

(C) electronic distributed control systems, including building energy management systems; and

(D) technical services related to those items listed in Paragraphs (A) through (C) of this subsection.

(10) LOCAL BUSINESS means a business with a principal place of business within the city.

(11) NONRESIDENT BIDDER has the meaning given that term in Chapter 2252, Subchapter A, Texas Government Code, as amended.

(12) PERSONAL SERVICES means any service personally performed by the individual with whom the city has contracted.

(13) PLANNING SERVICES has the meaning given that term in Section 252.001, Texas Local Government Code, as amended.

(14) PRINCIPAL PLACE OF BUSINESS means:

(A) the headquarters of a business or the primary executive or administrative office of a business from which the operations and activities of the business are directed, controlled, and coordinated by its officers or owners; or

(B) an established office, plant, store, warehouse, or other facility where the majority of the business' operations and activities are conducted and located, except that a location solely used as a message center, post office box, mail drop, or similar service or activity that provides no substantial function to the business is not a principal place of business.

(15) PROFESSIONAL SERVICES means those services defined as professional services under state law applicable to municipal purchases or contracts, including but not limited to services provided by accountants, architects, artists, attorneys, auditors, court reporters, doctors, engineers, optometrists, real estate appraisers, land surveyors, scientists, and teachers.

(16) SERVICE ORDER means an authorization to make a payment under \$3,000, without the requirement of a contract, and on a form approved by the city attorney.

SECTION 3. That Section 2-29, "Approval of Plans and Specifications," of Division 1, "Purchasing and Contracting Generally" of Article IV, "Purchasing," of Chapter 2, "Administration," of the Dallas City Code, as amended, is amended to read as follows:

"SEC. 2-29. APPROVAL OF PLANS AND SPECIFICATIONS.

If the director determines that preparation of plans and specifications is necessary and practical for the purchase of goods, general services, or facility construction [~~services~~], the director shall require the preparation of the plans and specifications in cooperation with the department concerned. The plans and specifications must be approved by both the director and the director of the department concerned. If the plans and specifications are approved, the director shall keep a copy of the plans and specifications on file in the director's office and make the copy available for public inspection for five years after the date of approval of the plans and specifications. Subject to state law requirements governing the retention and disposal of records, the director may dispose of any plans and specifications that have been on file in the director's office longer than five years after the date of their approval."

SECTION 4. That Subsection (d) of Section 2-30, "General Delegation of Contracting Authority," of Division 1, "Purchasing and Contracting Generally" of Article IV, "Purchasing," of Chapter 2, "Administration," of the Dallas City Code, as amended, is amended to read as follows:

"(d) The city manager is authorized to approve the following by administrative action, without further city council action:

(1) A contract for the purchase of goods, general services, [~~construction services,~~] or facility construction, or for any other lawful municipal purpose not specifically described in this subsection, that requires a city expenditure not exceeding \$50,000.

(2) A contract requiring a city expenditure exceeding \$50,000, but not exceeding \$70,000, for:

(A) the purchase of goods[;] or general services[; ~~or construction services~~] required to be procured through competitive bid or competitive sealed proposal in

accordance with Chapter 252, Texas Local Government Code, as amended, including purchases made utilizing a cooperative purchasing program; or

(B) facility construction required to be procured through competitive bid or competitive sealed proposal in accordance with Chapter 252, Texas Local Government Code, as amended, or through an alternative delivery method in accordance with Chapter 2269, Texas Government Code, as amended.

(3) A change order to a contract required by state law to be procured through ~~either~~ competitive bid, ~~or~~ competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$50,000 or less, provided that the original contract price may never be increased by more than 25 percent. This paragraph does not delegate authority to the city manager to approve a change order amending a contract provision or a specification for the purpose of altering an existing payment schedule, payment method, time or date of payment, or interest rate on a payment, regardless of whether the payment obligation under the contract belongs to the contractor or the city and regardless of the amount of the increase or decrease in the contract price.

(4) A contract for personal, professional, or planning services requiring a city expenditure not exceeding \$50,000, except that no formal administrative action is required to execute a contract for real estate appraisal services requiring a city expenditure not exceeding \$50,000.

(5) An amendment to a contract not required by state law to be procured through competitive bid, ~~or~~ competitive sealed proposal, or an alternative delivery method, which amendment increases the contract price by \$50,000 or less or causes any decrease in the contract price, except that approval of the city council is required on an amendment that increases the contract price by \$50,000 or less if:

(A) the original contract price does not exceed \$50,000 and the amendment increases the total contract price to an amount greater than \$50,000; or

(B) the original contract price exceeds \$50,000 and the amendment increases the original contract price by more than 25 percent.

(6) The exercise of a renewal option of a contract required by state law to be procured through ~~either~~ competitive bid, ~~or~~ competitive sealed proposal, or an alternative delivery method, if the city expenditure required during the renewal term does not exceed \$70,000.

(7) The exercise of a renewal option of a contract not required by state law to be procured through competitive bid or competitive sealed proposal, if the city expenditure required during the renewal term does not exceed \$50,000.

~~[(8) A contract for facility construction procured pursuant to Chapter 271, Subchapter H, Texas Local Government Code, as amended, that requires a city expenditure exceeding \$50,000, but not exceeding \$70,000.]”~~

SECTION 5. That Section 2-31, “Rules Regarding Expenditures Not Exceeding \$50,000,” of Division 1, “Purchasing and Contracting Generally” of Article IV, “Purchasing,” of Chapter 2, “Administration,” of the Dallas City Code, as amended, is amended to read as follows:

“SEC. 2-31. RULES REGARDING EXPENDITURES NOT EXCEEDING \$50,000.

(a) Except as otherwise provided by this section, all purchases of goods, general services, or facility construction [~~-, or construction services~~] under this section must be made by the director after giving reasonable opportunity for competition under procedures that are established by the director, with city manager approval, and that are consistent with the purpose of this section.

(b) If the city expenditure for the purchase of goods, general services, or facility construction [~~-, or construction services~~] exceeds \$3~~[+]~~,000, price quotations from not less than three independent vendors or contractors, if available, must be secured. If three independent vendors or contractors are not available, the director shall secure such price quotations as will, in the director’s judgment, ensure that the city is purchasing the property or contracting for the best quality at the lowest possible cost. If the city expenditure for the purchase of goods, general services, or facility construction [~~-, or construction services~~] exceeds \$3,000, the director shall follow the procedures for contacting disadvantaged businesses prescribed in Section 252.0215 of the Texas Local Government Code, as amended.

(c) The director may, with prior authorization by city council resolution, purchase goods, including high technology items, through a cooperative purchasing program established pursuant to Chapter 271, Subchapter D, F, or G, Texas Local Government Code, as amended, or through a cooperative purchasing program established by interlocal agreement pursuant to Chapter 791, Texas Government Code, as amended. Authorized participation in a cooperative purchasing program satisfies the requirements of this section.

(d) The city manager may establish procedures for purchasing goods, general services, or facility construction [~~services~~] under this section through electronic means, including but not limited to the Internet, to the extent the procedures do not conflict with state law, the city charter, or other provisions of this code.

(e) A contract for [~~construction services or~~] facility construction that requires a city expenditure not exceeding \$50,000 must provide that, in lieu of requiring performance and payment bonds, no money will be paid to the contractor for any work under the contract until the final completion and acceptance of the work by the city.

(f) The director may use a service order for minor services under \$3,000, including mail and delivery services, repair, restoration, and remediation services necessary for a timely and efficient response to equipment failure or facility damage.”

SECTION 6. That Section 2-32, “Rules Regarding Expenditures Exceeding \$50,000,” of Division 1, “Purchasing and Contracting Generally” of Article IV, “Purchasing,” of Chapter 2, “Administration,” of the Dallas City Code, as amended, is amended to read as follows:

“SEC. 2-32. RULES REGARDING EXPENDITURES EXCEEDING \$50,000.

(a) Advertisement. No city expenditure exceeding \$50,000 may be made without advertising for competitive bids or competitive sealed proposals pursuant to Chapter 252, Texas Local Government Code, as amended, and this division, or without following the advertisement requirements in Chapter 2269, Texas Government Code, as amended, and this division, for alternative delivery methods, except in cases of [facility construction as provided in Section 2-33 of this division,] an immediate emergency, or where competitive bidding, [or] sealed proposal, or an alternative delivery method is not otherwise required by state law or the city charter.

(b) Emergency expenditures. In cases of immediate emergency, the director may make the necessary emergency expenditure, subject to the approval of the city manager or a designee. If an emergency expenditure is made, a written report setting out the emergency purchase, accompanied by a definite statement of the occasion and the reasons for the purchase, must be submitted by the director to the city manager for presentation to the city council for its approval prior to payment for the purchase.

(c**[b]**) Administratively authorized purchases. The following rules govern purchases authorized administratively as described in Section 2-30(d)(2) of this division:

(1) If the purchase is for goods, the director or the director’s designee, or the city council if the purchase is being considered under Subsection (b)(~~6~~[5]), shall tabulate the bids or sealed proposals and shall select the vendor or contractor with the lowest responsible bid (or with the most advantageous proposal if the purchase is by competitive sealed proposal under Chapter 252, Texas Local Government Code, as amended), or the vendor or contractor who provides the best value if the bid specifications or requirements indicate contract selection on a best value basis.

(2) If the purchase is for general services, the director or the director’s designee shall tabulate the bids or sealed proposals and present to the city manager a recommendation as to the lowest responsible bidder (or as to the most advantageous proposal if the purchase is allowed by competitive sealed proposal under Chapter 252, Texas Local Government Code, as amended), or present a recommendation as to who provides the best value if the bid specifications or requirements indicate contract selection on a best value basis. The city manager, or the city council if the contract is being considered under Subsection (b)(~~6~~[5]), shall select the contractor that provides the lowest responsible bid, the most advantageous proposal, or the best value, whichever applies.

(3) If the purchase is for facility construction [services], and an alternative delivery method is not being used, the director or the director’s designee shall tabulate the bids or

sealed proposals and present to the city manager a recommendation as to the lowest responsible bidder or proposer. The city manager, or the city council, if the contract is being considered under Subsection (b)(~~6~~5), shall select the contractor with the lowest responsible bid or the most advantageous proposal.

(4) If the purchase is for facility construction, and an alternative delivery method is being used, the director or the director's designee shall present to the city manager a recommendation based on the applicable standard in Chapter 2269, Texas Government Code, as amended.

(5) If, in the opinion of the city manager[;] or the city council, if the purchase is being considered under Subsection (b)(~~6~~5)[;] and no bid or sealed proposal is satisfactory or it is otherwise in the best interest of the city, the city manager or the city council may reject all bids or sealed proposals, and the director may readvertise for competitive bids or competitive sealed proposals.

(~~6~~5) A member of the city council may request that a purchase or contract be brought before the city council for consideration any time before 48 hours have elapsed after bid or proposal opening.

(c) Contracts requiring council approval. The following rules govern competitive bid or sealed proposal contracts requiring a city expenditure exceeding \$70,000:

(1) The director or the director's designee shall tabulate the bids or sealed proposals.

(2) If the purchase is for goods or general services, the city manager shall recommend to the city council who, in the city manager's opinion, provides the lowest responsible bid; the most advantageous proposal if the purchase is by competitive sealed proposal under Chapter 252, Texas Local Government Code, as amended; or the best value to the city if the bid specifications or requirements indicate contract selection on a best value basis. The city council shall determine which bidder provides the lowest responsible bid, the most advantageous proposal, or the best value, whichever applies, and, if that bidder or proposer is acceptable, approve the contract. If, in the judgment of the city council, no bid or sealed proposal is satisfactory or it is in the best interest of the city, then the city council may reject all bids or sealed proposals.

(3) If the purchase is for facility construction [~~services~~], and an alternative delivery method is not being used, the city manager shall recommend who, in the city manager's opinion, is the lowest responsible bidder. The city council shall determine the lowest responsible bidder and, if that bidder is acceptable, approve the contract. If, in the judgment of the city council, no bid or sealed proposal is satisfactory or it is in the best interest of the city, then the city council may reject all bids.

(4) If the purchase is for facility construction, and an alternative delivery method is being used, the director shall present to the city manager a recommendation. The city manager shall then present a recommendation to the city council. If, in the judgment of the city

council, no bid, proposal, or other offer is satisfactory or it is in the best interest of the city, then the city council may reject all bids. All recommendations and determinations under this subsection must be made according to the criteria set out in Chapter 2269 of the Texas Government Code, as amended.

(5) If all bids or sealed proposals are rejected, the city council may authorize the director to readvertise or proceed otherwise, as may be determined at the discretion of the city council, in accordance with state law. The original specifications, as amended or changed, must be kept on file in the office of the director in accordance with Section 2-29 of this division.

(d) Additional rules for competitive bids. The following additional rules govern all purchases made by competitive bid, including purchases on a best value basis, in accordance with Subsections (b) and (c) of this section:

(1) If there is a single responsive bid, the director, the city manager, or the city council may consider the bid as the lowest responsible bid.

(2) A nonresponsive bid has the effect of being a no bid and may not be considered for any purpose.

(3) A bid that has been opened is not subject to amendment, alteration, or change for the purpose of correcting an error in the bid price. This restriction is not intended to alter, amend, or revoke the common law right of a bidder to withdraw a bid due to a material mistake in the bid.

(e) Competitive sealed proposals. For the purchase of goods and general services (including but not limited to community development items, high technology items, and insurance) requiring a city expenditure exceeding \$50,000, the director may follow the competitive sealed proposal procedures authorized in this division and in Chapter 252, Texas Local Government Code, as amended. If the director chooses not to follow the competitive sealed proposal process, the purchase must be competitively bid as required by this division and by Chapter 252, Texas Local Government Code, as amended.

(f) Electronic procurement and reverse auctions. The city manager may establish procedures for purchasing goods, general services, or facility construction [~~services~~] under this section through electronic means, including but not limited to the Internet, to the extent the procedures do not conflict with state law, the city charter, or other provisions of this code. The city manager may also establish procedures for purchasing goods or general services pursuant to the reverse auction method defined in Section 2155.062(d), Texas Government Code, as amended, to the extent the procedures do not conflict with state law, the city charter, or other provisions of this code.

(h) Local preferences.

(1) Where a contract is required to be awarded to the lowest responsible bidder and a competitive bid is received from a nonresident bidder, the city may not award a governmental

contract to the nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located. This requirement does not apply to a contract involving federal funds.

(2) In a purchase for goods, general services, [~~construction services,~~] or facility construction through competitive bid, if one or more bids are received from a local business whose bid is within five percent of the lowest responsible bid received from a bidder who is not a local business, a contract for [~~construction services or~~] facility construction in an amount less than \$100,000 or a contract for goods or general services in an amount less than \$500,000 may be awarded to:

(A) the bidder with the lowest responsible bid; or

(B) the local business if the city council determines, in writing, that the bid submitted by the local business offers the city the best combination of contract price and additional economic development opportunities for the city created by the contract award, including employment of residents of the city and increased tax revenue to the city.

(3) In a purchase for goods through competitive bid, if one or more bids are received from a local business whose bid is within three percent of the lowest responsible bid received from a bidder who is not a local business, a contract in an amount of \$500,000 or more may be awarded to:

(A) the bidder with the lowest responsible bid; or

(B) the local business if the city council determines, in writing, that the bid submitted by the local business offers the city the best combination of contract price and additional economic development opportunities for the city created by the contract award, including employment of residents of the city and increased tax revenue to the city.

(4) Subsection (h)(2) of this section does not apply to the purchase of telecommunication services or information services, as those terms are defined by 47 U.S.C. Section 153, as amended.

(5) Subsections (h)(2) and (h)(3) of this section do not prohibit the city from rejecting all bids."

SECTION 7. That Section 2-33, "Alternative Methods of Procurement For Facility Construction," of Division 1, "Purchasing and Contracting Generally" of Article IV, "Purchasing," of Chapter 2, "Administration," of the Dallas City Code is amended to read as follows:

“SEC. 2-33. ALTERNATIVE METHODS OF PROCUREMENT FOR FACILITY CONSTRUCTION.

(a) The city council finds that, in general, the methods of procuring a contractor to perform facility construction established in Chapter 2269 [~~271, Subchapter H~~], Texas [~~Local~~] Government Code, as amended, provide a better value for the city than the methods set forth in Chapter 252, Texas Local Government Code, as amended. The provisions of Chapter 2269 [~~271, Subchapter H~~], Texas [~~Local~~] Government Code, as amended, are therefore adopted for use in procuring a contract for facility construction, superseding any conflicting provisions in the city charter.

(b) The city manager is authorized, in accordance with Chapter 2269 [~~271, Subchapter H~~], Texas [~~Local~~] Government Code, as amended, to choose which method of contractor selection provides the best value for the city on each facility construction project, subject to the applicable provisions of Sections 2-30 through 2-32 of this division. The city manager may, by administrative directive, establish procedures for choosing the method of contractor selection and to conduct the selection process, to the extent the procedures do not conflict with state law or Sections 2-30 through 2-32 of this division.

(c) If, in the case of an individual facility construction project, the city manager finds that there is better value in following the methods of procurement authorized in Chapter 252, Texas Local Government Code, as amended, the city manager is authorized to secure a contractor in accordance with the rules of that state law. If the procedures of Chapter 252, Texas Local Government Code, as amended, are used to procure a facility construction contract, the award of the contract must be to the lowest responsible bidder or to a local business when allowed under Section 2-32(h) of this division. The rules of Section 2-32(b) and (c) of this division also apply to an award made under this subsection.”

SECTION 8. That Section 15B-1, “Definitions,” of Chapter 15B, “Equal Employment Opportunity Contract Compliance,” of the Dallas City Code is amended to read as follows:

“SEC. 15B-1. DEFINITIONS.

In this chapter:

(1) **AFFIRMATIVE ACTION** means the positive steps taken to ensure compliance with the equal employment opportunity clause described in Section 15B-3 of this chapter.

(2) **BIDDER** means any person, partnership, corporation, association, or joint venture seeking to be awarded a contract.

(3) **CITY MANAGER** means the city manager of the city of Dallas or the city manager’s designated representative.

(4) CONSTRUCTION CONTRACT means any public contract for the construction, rehabilitation, alteration, conversion, extension, or repair of city facilities.

(5) CONTRACTOR means any person, partnership, corporation, association, or joint venture that has been awarded a contract by the city.

(6) DISCRIMINATE, DISCRIMINATES, OR DISCRIMINATION means to distinguish, differentiate, separate, or segregate solely on the basis of race, color, age, religion, marital status, sexual orientation, gender identity and expression, genetic characteristics, national origin, disability, military or veteran status, sex, political opinions or affiliations [~~age, color, religion, sex, sexual orientation, or national origin~~].

(7) SEXUAL ORIENTATION has the meaning assigned to it in Chapter 34 of the Dallas City Code, as amended [~~means an individual's real or perceived orientation as heterosexual, homosexual, or bisexual or an individual's real or perceived gender identity~~].”

SECTION 9. That Paragraph (1) of Section 15B-3, “Equal Employment Opportunity Clause,” of Chapter 15B, “Equal Employment Opportunity Contract Compliance,” of the Dallas City Code is amended to read as follows:

“(1) The contractor shall not discriminate against any employee or applicant for employment because of race, color, age, religion, marital status, sexual orientation, gender identity and expression, genetic characteristics, national origin, disability, military or veteran status, sex, political opinions or affiliations [~~age, color, religion, sex, sexual orientation, or national origin~~]. The contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, age, color, religion, sex, sexual orientation, or national origin. This action shall include, but not be limited to, the following:

- (A) employment, upgrading, demotion, or transfer;
- (B) recruitment or recruitment advertising;
- (C) layoff or termination;
- (D) rates of pay or other forms of compensation; and
- (E) selection for training, including apprenticeship.”

SECTION 10. 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 11. That Chapters 2 and 15B of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

SECTION 12. 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 13. 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 14. That this ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so ordained.

APPROVED AS TO FORM:

LARRY E. CASTO, City Attorney

By _____
Assistant City Attorney

Passed _____

Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
TO Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Local Preference - Upcoming Agenda Items 40 & 41 on the March 28, 2018 Council
Agenda**

In June 2012, Council passed a local preference ordinance, amending Chapter 2 of the City Code to allow Council to give preference to local businesses when awarding some City contracts. On March 28, 2018, the Council will consider awarding one such contract.

The March 28, 2018 Council agenda includes two agenda items to establish a three-year master agreement for the purchase of employee uniforms and safety shoes for civilian employees. Agenda item 40 is the local preference option and totals \$7,544.55 more than the non-local option. Agenda item 41 is the low bid option. Council may approve one of the two options.

In cases where there is a local preference consideration, Council may use its discretion to award a contract to a local bidder, if the Council determines that awarding the contract to a local business offers the City the best combination of contract award and additional economic development benefits, like the employment of residents of the City and increased tax revenue to the City.

Background on this Procurement:

The City received five bids for this contract, and during review, it was determined that a local bidder, Promotional Designs, Inc., 8150 Brookriver Drive, Suite S-155, Dallas, Texas submitted an affidavit (attached) indicating they meet all the applicable requirements for the City's Local Preference ordinance. The local preference consideration only applies to 4 of the 89 individual lines, with the remaining lines being recommended by low bid. The City structured the solicitation by line to allow for the best possible pricing by uniform type and brand.

DATE March 12, 2018
 SUBJECT Local Preference - Upcoming Agenda Items 40 & 41 on the March 28, 2018 Council Agenda

Summary Prices for Local Preference Option Being Considered on March 28, 2018:

<u>Line #</u>	<u>UNIFORM BRAND</u>	Promotional Designs, Inc.	Regali, Inc.	Difference
20	Jerzees	\$75,758.76	\$73,791.00	\$1,967.76 or 2.597%
27	Occu-Lux	\$119,535.00	\$118,002.50	\$1,532.50 or 1.282%
40	Wrangler	\$85,593.30	\$82,301.25	\$3,292.05 or 3.846%
42	Occunomix	\$58,674.72	\$57,922.48	\$752.24 or 1.28%
		Local Preference	Low Bid	

The total differences for the local preference lines compared to the low bid lines is \$7,544.55 over a three year period and is within the 5 percent preference for the purchase of Goods under \$500,000.

Local Preference Background:

- June 6, 2012 – Council briefing regarding Local Preference Option
 - [http://www3.dallascityhall.com/council Briefings/Briefings0612/LocalPreferenceContractLimits_060612.pdf](http://www3.dallascityhall.com/council/Briefings/Briefings0612/LocalPreferenceContractLimits_060612.pdf)
- June 27, 2012 - Council authorized an ordinance amending Chapter 2 of the City Code to provide that a preference may be given to local businesses in awarding City Contracts.
 - Council may award to the lowest responsible bidder OR award contract to a local preference option if the City Council determines, that awarding the contract to a local business “offers the City the best combination of contract award and additional economic development benefits, including the employment of residents of the City and increased tax revenue to the City.”

Contract Amount	Goods	General Services	Construction Services and Facility Construction
\$0 to \$50,000	No preference	No preference	No Preference
\$50,001 to <\$100,000	5% preference	5% preference	5% preference
>\$100,000 to \$500,000	5% preference	5% preference	No preference
>\$500,000	3% preference	No preference	No preference

DATE March 12, 2018
SUBJECT Local Preference - Upcoming Agenda Items 40 & 41 on the March 28, 2018 Council Agenda

- This is only the third case for which the local preference would apply since the effective date of ordinance – Sept. 1, 2012.
 - May 1, 2013 Council awarded local preference fuel master agreement
 - Overall difference on a one-year contract - \$58,250 or 0.71 percent
 - April 14, 2014 Council awarded local preference fuel master agreement
 - Overall difference on a three-year contract - \$49,305 or 0.12 percent

Please let me know if you have any questions.



M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizzor 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
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
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

**Business Development and Procurement Services
Local Preference Affidavit**

Sections 2-32(h)(2) and (h)(3) of the Dallas City Code (adopted pursuant to Sections 271.905 and 271.9051 of the Texas Local Government Code) authorize the City of Dallas to grant a preference to a local business (a business with a principal place of business in the City of Dallas) in awarding certain competitively bid contracts with the city when the local business bid is within a specified percentage from the lowest responsible bid (5% for construction services or facility construction contracts of less than \$100,000; 5% for goods or general services contracts of less than \$500,000; 3% for goods contracts of \$500,000 or more). Section 2-27 of the city code defines a bidder's "principal place of business" as:

- (A) the headquarters of a business or the primary executive or administrative office of a business from which the operations and activities of the business are directed, controlled, and coordinated by its officers or owners; or
- (B) an established office, plant, store, warehouse, or other facility where the majority of the business' operations and activities are conducted and located, except that a location solely used as a message center, post office box, mail drop, or similar service or activity that provides no substantial function to the business is not a principal place of business.

In granting a local preference, the city council must determine that the bid submitted by the local business offers the best combination of contract price and additional economic development opportunities for the city (including employment of city residents and increased tax revenue). Exclusions to the local preference authorization are expenditures of \$50,000 or less, construction contracts greater than \$100,000, competitive sealed proposals, and purchases that are: federally-funded, sole source, emergency, cooperative agreements, telecommunication services, or information services.

A business interested in being considered for a local preference in a bid award shall complete, sign, and submit this affidavit with its bid. Only a business meeting the local preference requirements may be considered.

SECTION I. PRINCIPAL PLACE OF BUSINESS

According to the definitions above, is your business a local business? Yes

Name of Business: Promotional Designs Name of Owner: Lyn Katers
 Address: 8150 Brookriver Dr Ste 5-155 E-Mail: lynk@promotionaldesigns.com
 City: Dallas State: Tx Zip: 75247 Phone: 920-593-2670 Fax: 920-405-2655
 Phone: 214-295-8679 Fax: 214-432-6617 Website: www.promotionaldesigns.com
 Number of employees at this location: 7

SECTION II. ECONOMIC DEVELOPMENT OPPORTUNITIES (use additional pages if needed)

1) Number of jobs created and/or retained within the City of Dallas if the bidder is awarded the city contract. 7

2) Information about local subcontractors to be used, if applicable:

Company Name: _____	Company Name: _____
Address: _____	Address: _____
Contact Name: _____	Contact Name: _____
Phone: _____	Phone: _____

3) Economic development opportunities for the City of Dallas if the bidder is awarded the city contract:

Local Preference Affidavit

The undersigned swears/affirms that the foregoing information and statements are true and correct and that the business meets all of the requirements for being granted a local preference. Furthermore, the undersigned agrees to notify the City of Dallas within 30 days after any change in its principal place of business or in any other information provided to obtain a local preference.

Lyn Katers Owner Name (Print) CEO Owner Title
Lyn Katers Owner Signature 12-6-17 Date

Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Dallas Central Appraisal District (DCAD) – FY 2018-19 Proposed Budget**

Each year, DCAD submits their annual budget to all 61 taxing entities they serve. Attached is their FY 2018-19 proposed budget. Representatives from DCAD will attend your Monday, March 19 meeting and be available to discuss their budget proposal.

Their FY 2018-19 proposed budget is \$27,495,334 which is a 7.63 percent increase from their current budget of \$25,546,023. Their budget includes 235 full-time positions (an increase of 7 positions) and a 3 percent merit increase for their employees.

The City of Dallas contribution to DCAD will increase from \$3,545,853 for the current year to \$3,801,918 for FY 2018-19. This is an increase of \$256,065 or 7.22 percent.

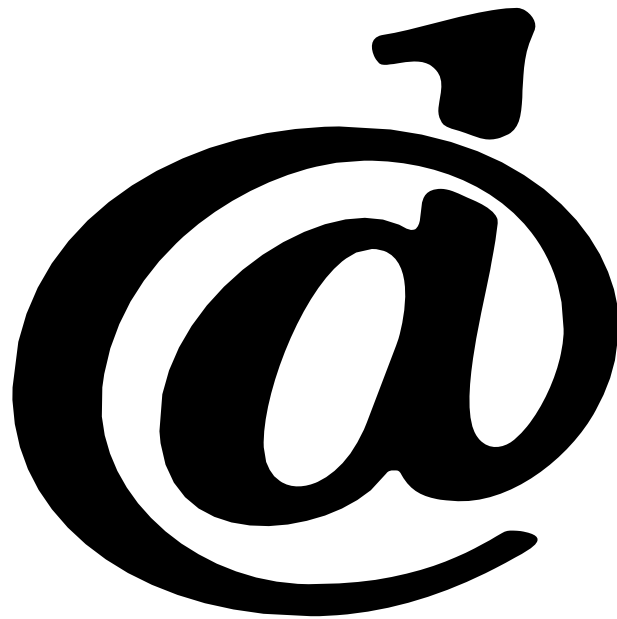
DCAD is seeking favorable support of their proposed budget for FY 2018-19. If 25 entities served by DCAD reject their budget, then DCAD would be required to adopt a new budget within 30 days of the disapproval.

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

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of the City Council	Jon Fortune, Assistant City Manager
T.C. Broadnax, City Manager	Joey Zapata, Assistant City Manager
Larry Casto, City Attorney	Jo M. (Jody) Puckett, Assistant City Manager (Interim)
Craig D. Kinton, City Auditor	Nadia Chandler Hardy, Chief of Community Services
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Kimberly Bizzor Tolbert, Chief of Staff to the City Manager	Directors and Assistant Directors
Majed A. Al-Ghafry, Assistant City Manager	



**DALLAS CENTRAL
APPRAISAL DISTRICT**

2018 - 2019

PROPOSED BUDGET

BUDGET OVERVIEW



2018 - 2019

PROPOSED BUDGET

@

Dallas Central Appraisal District

2018/2019 Proposed Budget

Budget Comparison

Executive Summary

	2017/2018	2018/2019
	<u>Approved</u>	<u>Proposed</u>
BUDGET EXPENDITURES:		
Salaries & Wages	\$14,178,856	\$14,932,929
Auto Expense	928,005	973,067
Supplies & Materials	726,457	821,124
Operational Services	41,040	39,330
Maintenance of Structure	340,321	357,211
Maintenance of Equipment	320,497	356,258
Contractual Services	673,345	792,773
Sundry Expenses	337,512	350,780
Insurance & Benefits	6,238,135	6,743,287
Professional Services	1,664,155	2,009,875
Capital Expenditures	97,700	118,700
Technology Development	0	0
Contingency	0	0
Total Expenditures	\$25,546,023	\$27,495,334
OPERATING FUND SOURCES:		
Entity Allocations (Local Support)	\$25,271,023	\$27,220,334
Rendition Fees	265,000	265,000
Investment Proceeds	0	0
Other Income	10,000	10,000
Total Revenues	\$25,546,023	\$27,495,334



2018/2019

PROPOSED BUDGET OVERVIEW

The 2018/2019 Proposed Budget is highlighted in the attached document as follows:

1. The 2018/2019 Proposed Budget of \$27,495,334 is an increase of 7.63% from the 2017/2018 Approved Budget of \$25,546,023.
2. The 2018/2019 Proposed Budget calls for a total of two hundred thirty-five (235) full-time positions, which is an increase of seven (7) new positions over the 2017/2018 Approved Budget. This is the first increase in the number of employees in over 20 years. The budget notes personnel by departments/divisions as follows:
 - **Office of Chief Appraiser Department.** The department has four (4) positions and includes the divisions of Chief Appraiser's Office, the Community Relations Officer, and Quality Control.
 - **Administrative Services Department.** The divisions included in this department are Administration, Finance/Purchasing, Human Resources, Customer Service, Appeals and Support, Building Services and the Appraisal Review Board (ARB). The department has thirty-four (34) employees and assists in coordinating the one hundred two (102) member ARB.
 - **Legal Services Department.** There are a total of three (3) employees in this department.
 - **Information Technology (IT) Department.** The divisions included are Technical Support, Systems Programming, Computer Support and Database Management. There are a total of thirteen (13) employees in this department. The Geographic Information System (GIS) division has been moved from the IT Department to the Appraisal Services Department for this budget period.
 - **Appraisal Services Department.** This department includes the divisions of Central Appraisal, Residential, Commercial, Business Personal Property, Property Records/Exemptions, and Geographic Information System (GIS) totaling one hundred eighty-one (181) employees.
3. For the 2018/2019 Proposed Budget a 3.0% merit increase is proposed for the District employees. This figure is tied directly to the average salary/merit increases and adjustments given by the taxing entities in 2017/2018, which was 2.86%. This information is obtained from an entity salary survey of all participating entities in the Appraisal District. DCAD bases any merit increases on what the taxing entities have afforded to their employees.
4. Overtime funds are included for appraisal support staff assisting with after hours informal and legally required formal hearings with property owners during the ARB process. Funds are also included for Building Services, Appeals and Support, Customer Service, and the Appraisal Departments during the ARB process.
5. Contract Labor includes funds for temporary services for the Business Personal Property verification and leased equipment projects, contract clerical help during the ARB process in Appeals and Support and Legal Services in processing lawsuits, and for security provided by off-duty police officers year round.

6. Other increases and decreases in the Proposed Budget are noted in the categories as follows:

Auto Expenses are for the monthly auto allowance for appraisers at \$700 per month and \$300 per month for management level employees. Funds were added for the six (6) new appraisal positions.

Supplies and Materials increased from last year's budget primarily in software costs for the upgrade of the District's ABRA payroll system. Postage costs were increased for the mailing of appraisal and ARB notices and for a postage rate increase. Slight cost increases were noted in computer supplies and printing.

Operational Services is the District's telephone communication system. A slight decrease was noted from the previous year. A new phone system was installed early in 2015 and has helped reduced operating costs.

Maintenance of Structure shows a slight increase overall. The most notable increases are in Building Maintenance in general upkeep and janitorial supplies. Most other costs remained constant.

Maintenance of Equipment increased in the line items of PC Maintenance and Software Maintenance. Software maintenance costs are budgeted to maintain the software for network and desktop applications, while PC Maintenance includes funds for maintenance and replacement of servers, network equipment, desktop devices, and the iPad computers used as field devices by the appraisal staff.

Contractual Services increased due to the estimated increase in the mailing of Appraisal Notices, Renditions, Homestead Applications, and Homestead Postcards. The production and mailing of the majority of these items is completed by a 3rd party vendor. A new printing contract was implemented in 2017/2018, but the cost increases are a result of the increase in the number of notices mailed. Costs for internet service has also increased as the public increasingly utilizes the vast amounts of information we make available on the DCAD web site.

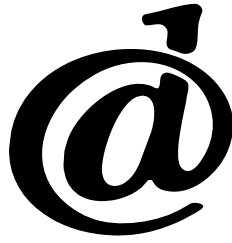
Sundry Expenses noted a decrease in the categories of Training costs and Dues and Subscriptions. Travel costs increased slightly as more appraisal personnel are taking IAAO Courses which are higher in costs and travel.

Insurance and Benefits noted the largest increase in Group Medical Insurance and Retirement, respectively. Group Medical costs are anticipated at a rate of 12% and the Retirement expense is at a rate of 20% to keep the employee program current. A slight increase was noted for Group Benefits which captures only the premium payments for all ancillary insurance programs and in the Medicare Tax category. General Insurance costs increased slightly in this category as well.

Professional Services rose overall from last year as a result of increased costs in ARB Compensation due to more hearing days and more total panels being anticipated to complete the increasing demands of the ARB process. There is also a proposed increase in funds for ARB member compensation fees being adjusted from \$160 per day service to \$175 per day. A large increase in Arbitration Expense was noted for additional filings of these activities. Auditing fees were also increased slightly.

Capital Expenditures decreased significantly as many of the IT hardware needs have been met in previous budgets. However, funds are still needed this year for a Dell server, disk arrays, and switches.

Technology Development and Capital Improvement includes no requested or budgeted funds for this fiscal year. Capital Improvement projects are funded from surplus funds approved by the Board of Directors upon the approval of the Capital Improvement Plan annually.



Dallas Central Appraisal District 10 Year Budget Analysis

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
Budget Amount	\$21,799,127	\$21,733,893	\$21,516,555	\$21,516,555	\$21,872,977
Budget Increase/Decrease	\$419,064	-\$65,234	-\$217,338	\$0	\$356,422
% Budget Increase/Decrease	1.96%	-0.30%	-1.00%	0.00%	1.66%
Merit Increases	3.00%	0.00%	0.00%	0.00%	3.00%
Entity Salary Survey	3.19%	1.50%	1.09%	1.08%	3.13%
# of Personnel	245	240	232	229	229



Dallas Central Appraisal District 10 Year Budget Analysis

2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
\$23,009,832	\$23,677,340	\$24,471,932	\$25,546,023	\$27,495,334
\$1,136,855	\$667,508	\$794,592	\$1,074,091	\$1,949,311
5.20%	2.90%	3.36%	4.39%	7.63%
3.00%	3.00%	2.50%	4.00%	3.00%
2.92%	3.14%	2.68%	3.80%	2.86%
228	228	228	228	235

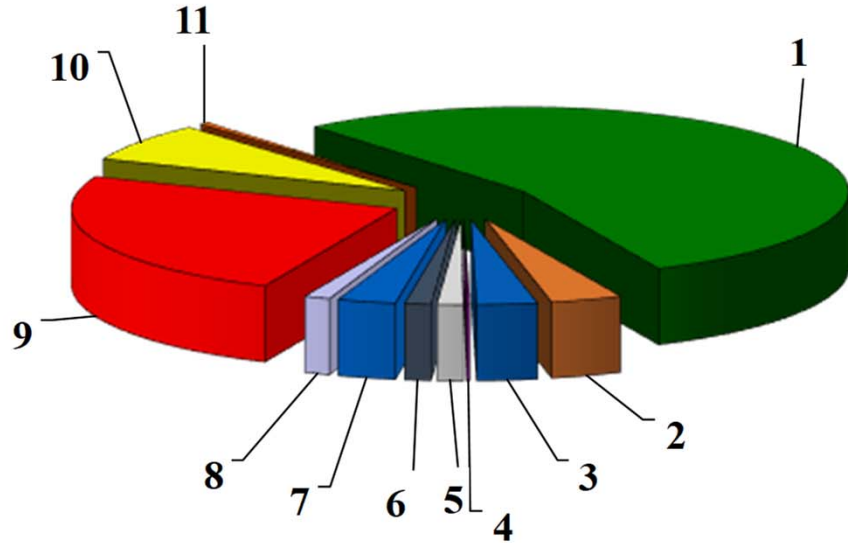
Dallas Central Appraisal District

Proposed Areas Of Change

	2017/2018	2018/2019	Increase or	Percent
	<u>Approved</u>	<u>Proposed</u>	<u>(Decrease)</u>	<u>Variance</u>
BUDGET EXPENDITURES:				
Salaries & Wages	\$14,178,856	\$14,932,929	\$754,073	5.32%
Auto Expense	\$928,005	\$973,067	\$45,062	4.86%
Supplies & Materials	\$726,457	\$821,124	\$94,667	13.03%
Operational Services	\$41,040	\$39,330	(\$1,710)	-4.17%
Maintenance of Structure	\$340,321	\$357,211	\$16,890	4.96%
Maintenance of Equipment	\$320,497	\$356,258	\$35,761	11.16%
Contractual Services	\$673,345	\$792,773	\$119,428	17.74%
Sundry Expenses	\$337,512	\$350,780	\$13,268	3.93%
Insurance & Benefits	\$6,238,135	\$6,743,287	\$505,152	8.10%
Professional Services	\$1,664,155	\$2,009,875	\$345,720	20.77%
Capital Expenditures	\$97,700	\$118,700	\$21,000	21.49%
Technology Development	\$0	\$0	\$0	0.00%
Contingency	\$0	\$0	\$0	0.00%
Total Expenditures	<u>\$25,546,023</u>	<u>\$27,495,334</u>	<u>\$1,949,311</u>	<u>7.63%</u>

2018/2019

Budget by Category

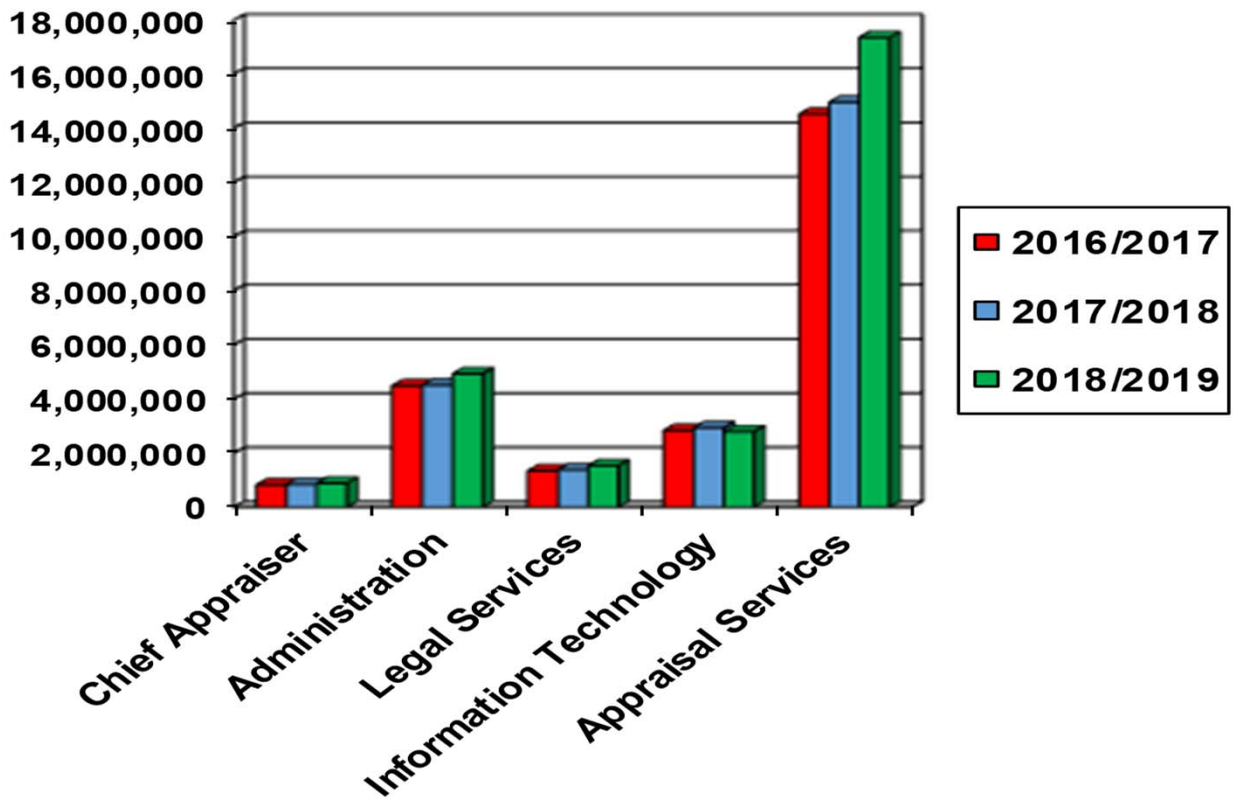


<u>Category</u>	<u>Budget Total</u>	<u>Percent</u>
1 Salaries & Wages	\$14,932,929	54.3%
2 Auto Expenses	973,067	3.5%
3 Supplies & Materials	821,124	3.0%
4 Operational Services	39,330	0.1%
5 Maintenance of Structure	357,211	1.3%
6 Maintenance of Equipment	356,258	1.3%
7 Contractual Services	792,773	2.9%
8 Sundry Expenses	350,780	1.3%
9 Insurance & Benefits	6,743,287	24.5%
10 Professional Services	2,009,875	7.3%
11 Capital Expenditures	118,700	0.5%
Total	\$27,495,334	100%

Dallas Central Appraisal District

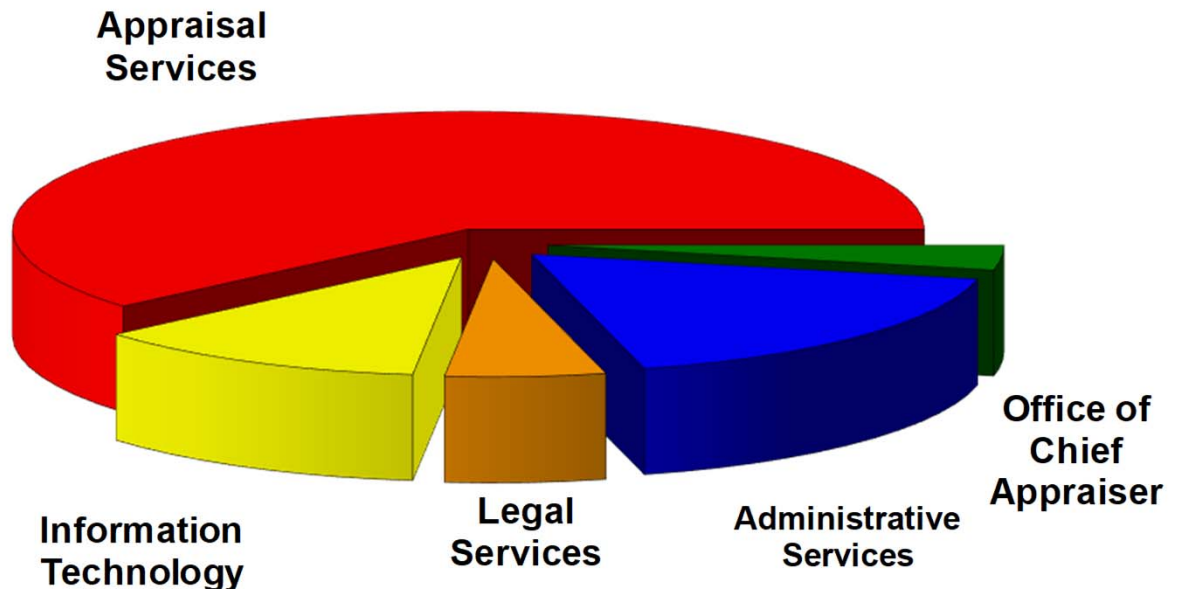
Budget Comparison

<u>Category</u>	<u>2016/2017 Approved</u>	<u>2016/2017 Actual</u>	<u>2017/2018 Approved</u>	<u>2018/2019 Proposed</u>
Consolidated				
Office of Chief Appraiser	\$828,325	\$877,171	\$842,306	\$884,708
Consolidated				
Administrative Services	4,491,128	4,727,800	4,515,551	4,930,389
Consolidated				
Legal Services	1,345,165	1,311,176	1,380,772	1,533,764
Consolidated				
Information Technology	2,838,095	2,861,857	2,942,382	2,788,994
Consolidated				
Appraisal Services	14,969,219	14,929,755	15,865,012	17,357,479
Contingency	0	0	0	0
Total	\$24,471,932	\$24,707,759	\$25,546,023	\$27,495,334



2018/2019

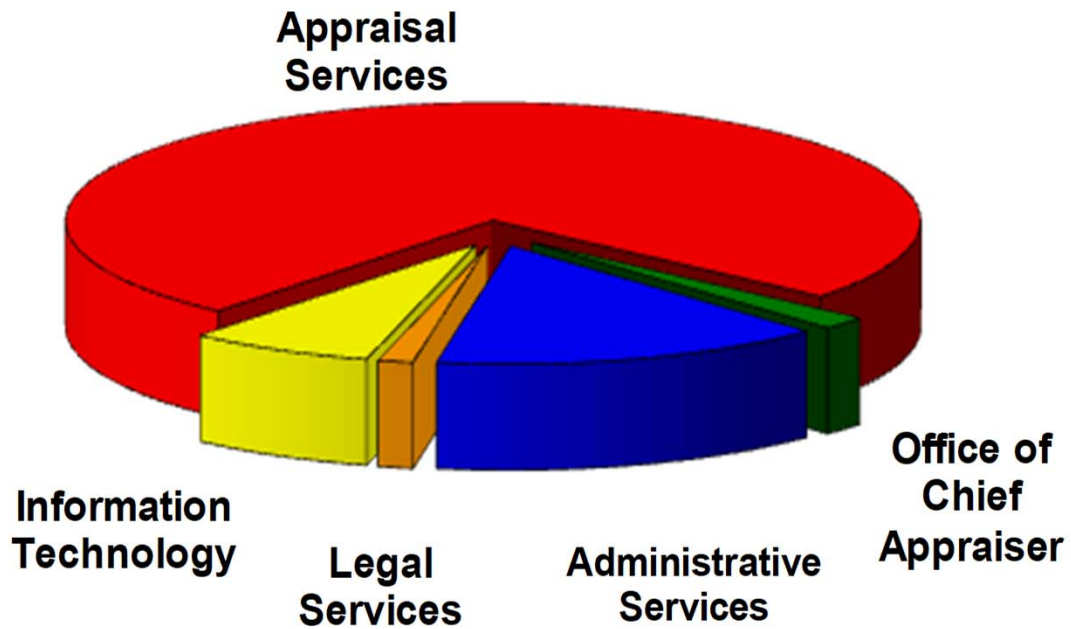
Budget By Department



<u>Department</u>	<u>Budget Total</u>	<u>Percent</u>
Office of Chief Appraiser	\$884,708	3.2%
Administrative Services	4,930,389	17.9%
Legal Services	1,533,764	5.6%
Information Technology	2,788,994	10.2%
Appraisal Services	<u>17,357,479</u>	<u>63.1%</u>
Total	\$27,495,334	100%

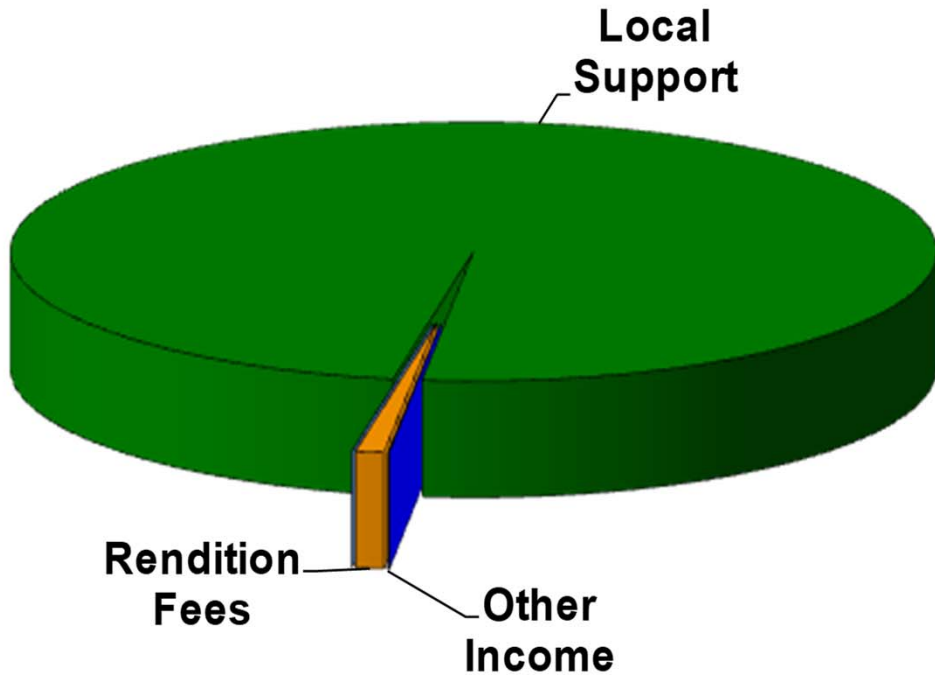
2018/2019

Personnel Breakdown



<u>Department</u>	<u>Number of Personnel</u>	<u>Percent</u>
Office of Chief Appraiser	4	1.7%
Administrative Services	34	14.5%
Legal Services	3	1.3%
Information Technology	13	5.5%
Appraisal Services	<u>181</u>	<u>77.0%</u>
Total	235	100%

2018/2019 Operating Funds Sources



<u>Source</u>	<u>Amount</u>	<u>Percent</u>
Local Support	\$27,220,334	99.00%
Investment Proceeds	0	0.00%
Rendition Fees	265,000	0.96%
Other Income	10,000	0.04%
Total	\$27,495,334	100.00%

Revenue Summary Budget Allocation Comparison

	<u>2017/2018 Approved Allocation</u>	%	<u>2018/2019 Proposed Allocation</u>	%
Local Support				
Municipalities	\$6,415,150	25.39%	\$6,890,932	25.32%
School Districts	\$10,432,199	41.28%	\$11,255,957	41.35%
County/County Wide	\$8,128,978	32.17%	\$8,776,056	32.24%
Special Districts				
Non-County Wide	\$294,696	1.17%	\$297,389	1.09%
Special Districts				
TOTAL	\$25,271,023	100%	\$27,220,334	100%

2018/2019

PROPOSED BUDGET ALLOCATIONS

	<u>2017/2018 Approved Allocation</u>	<u>2018/2019 Proposed Allocation</u>	<u>Increase or (Decrease)</u>	<u>% Change</u>
County/County-wide				
Special Districts:				
Dallas County	3,236,651	3,494,648	257,997	7.97%
D.C.H.D.	3,734,653	4,032,834	298,181	7.98%
D.C.C.C.D.	1,157,674	1,248,574	90,900	7.85%
Subtotal	8,128,978	8,776,056	647,078	7.96%
Non-County-Wide				
Special Districts:				
Dallas URD	206,830	211,327	4,497	2.17%
Valwood Imp. Authority	20,385	19,190	(1,195)	-5.86%
Irving FCD 1	6,488	6,717	229	3.53%
Irving FCD 3	9,970	10,633	663	6.65%
Dallas FCD #1	39,585	36,607	(2,978)	-7.52%
Denton County LID #1	1,877	1,940	63	3.36%
Denton County RUD #1	0	0	0	0.00%
Lancaster MUD #1	2,671	4,041	1,370	51.29%
Grand Prairie Metro URD	579	513	(66)	-11.40%
Northwest FCD	6,311	6,421	110	1.74%
Subtotal	294,696	297,389	2,693	0.91%

2018/2019

PROPOSED BUDGET ALLOCATIONS

	2017/2018	2018/2019	Increase or	% Change
	Approved	Proposed	(Decrease)	
Cities:	<u>Allocation</u>	<u>Allocation</u>		
Addison	104,774	106,840	2,066	1.97%
Balch Springs	27,015	29,806	2,791	10.33%
Carrollton	150,262	157,061	6,799	4.52%
Cedar Hill	95,600	102,675	7,075	7.40%
Cockrell Hill	4,574	4,872	298	6.52%
Combine	152	163	11	7.24%
Coppell	164,337	172,631	8,294	5.05%
Dallas	3,545,853	3,801,918	256,065	7.22%
DeSoto	114,579	123,608	9,029	7.88%
Duncanville	64,972	69,276	4,304	6.62%
Farmers Branch	127,037	134,632	7,595	5.98%
Ferris	303	381	78	25.74%
Garland	378,585	417,070	38,485	10.17%
Glenn Heights	14,379	16,604	2,225	15.47%
Grand Prairie	170,150	188,065	17,915	10.53%
Grapevine	2,072	2,341	269	12.98%
Highland Park	55,116	57,625	2,509	4.55%
Hutchins	14,506	16,332	1,826	12.59%
Irving	591,999	627,374	35,375	5.98%
Lancaster	78,214	85,907	7,693	9.84%
Lewisville	1,516	1,633	117	7.72%
Mesquite	200,955	221,274	20,319	10.11%
Ovilla	733	735	2	0.27%
Richardson	230,952	248,603	17,651	7.64%
Rowlett	115,564	128,289	12,725	11.01%
Sachse	36,870	40,694	3,824	10.37%
Seagoville	17,007	19,816	2,809	16.52%
Sunnyvale	17,260	19,381	2,121	12.29%
University Park	80,059	81,797	1,738	2.17%
Wilmer	8,567	11,923	3,356	39.17%
Wylie	1,188	1,606	418	35.19%
Total	6,415,150	6,890,932	475,782	7.42%

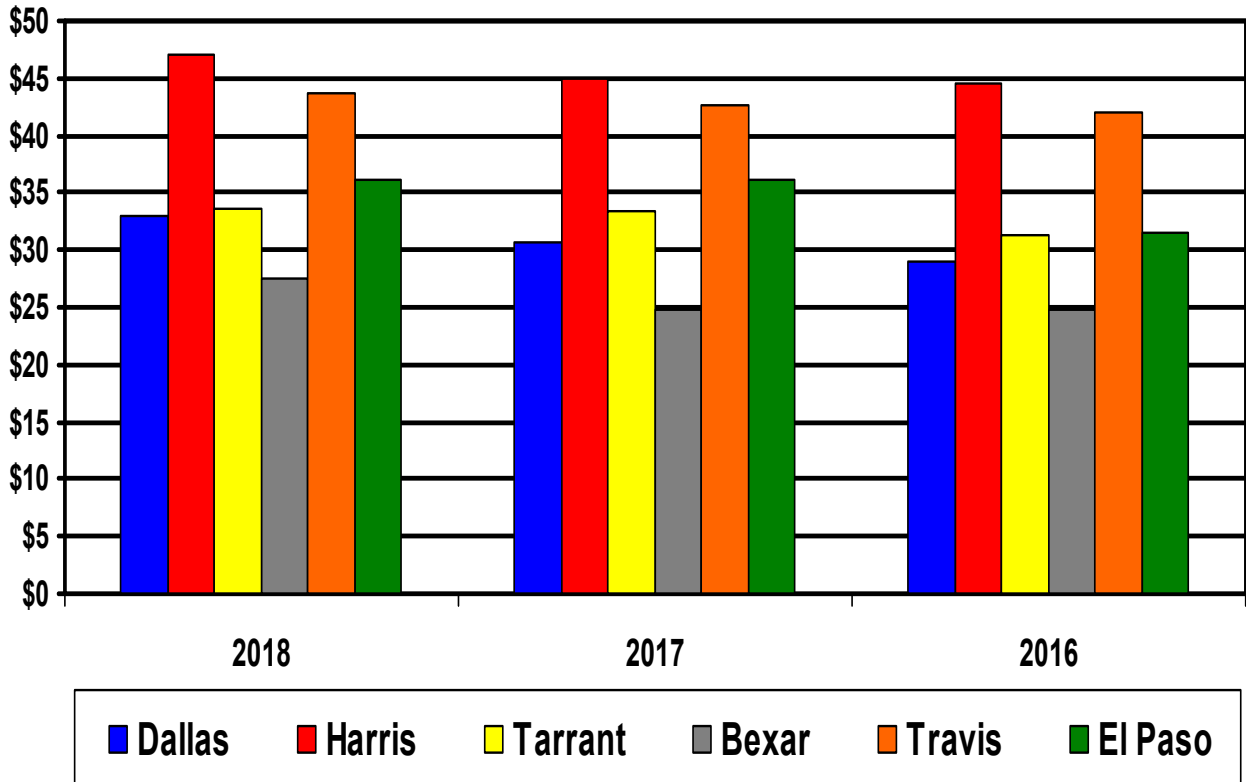
2018/2019

PROPOSED BUDGET ALLOCATIONS

	<u>2017/2018 Approved Allocation</u>	<u>2018/2019 Proposed Allocation</u>	<u>Increase or (Decrease)</u>	<u>% Change</u>
School Districts:				
Carrollton/F.B.	735,116	785,900	50,784	6.91%
Cedar Hill	163,528	177,640	14,112	8.63%
Coppell	553,043	584,143	31,100	5.62%
Dallas	4,627,678	5,024,165	396,487	8.57%
Dallas County Schools	68,717	0	(68,717)	-100.00%
DeSoto	132,847	150,917	18,070	13.60%
Duncanville	213,965	234,570	20,605	9.63%
Ferris	802	971	169	21.07%
Garland	835,727	930,404	94,677	11.33%
Grand Prairie	336,507	375,267	38,760	11.52%
Grapevine/Colleyville	13,081	13,987	906	6.93%
Highland Park	609,065	659,596	50,531	8.30%
Irving	599,317	627,536	28,219	4.71%
Lancaster	113,577	126,080	12,503	11.01%
Mesquite	368,753	408,208	39,455	10.70%
Richardson	1,008,228	1,095,628	87,400	8.67%
Sunnyvale	52,248	60,945	8,697	16.65%
Wilmer/Hutchins	0	0	0	0.00%
Total	10,432,199	11,255,957	823,758	7.90%

APPRAISAL DISTRICT COMPARISONS

	2018	Real	Personal	Total	Cost Per Parcel		
	<u>Budget Amount</u>	<u>Property</u>	<u>Property</u>	<u>Parcels</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Dallas CAD	\$27,495,334	728,333	104,359	832,692	\$33.02	\$30.75	\$28.89
Harris CAD	\$85,562,087	1,438,267	382,188	1,820,455	\$47.00	\$45.06	\$44.55
Tarrant CAD	\$23,687,614	649,752	56,943	706,695	\$33.52	\$33.45	\$31.32
Bexar CAD	\$18,657,516	632,765	44,722	677,487	\$27.54	\$24.83	\$24.76
Travis CAD	\$18,827,658	387,990	43,359	431,349	\$43.65	\$42.69	\$42.09
El Paso CAD	\$14,954,129	376,530	36,275	412,805	\$36.23	\$36.13	\$31.57



APPRAISAL DISTRICT EMPLOYEE COMPARISONS

Appraisal District	2018 Budget	Total Parcels	Number of Employees	Parcels per Employee	Number of Appraisers	Parcels per Appraiser
Dallas Central Appraisal District	\$27,495,334	832,692	235	3,543	103	8,084
Harris Central Appraisal District	\$85,562,087	1,820,455	661	2,754	322	5,653
Tarrant Appraisal District	\$23,687,614	706,695	211	3,349	99	7,138
Bexar Appraisal District	\$18,657,516	677,487	157	4,315	59	11,482
Travis Central Appraisal District	\$18,827,658	431,349	123	3,507	65	6,636
El Paso Central Appraisal District	\$14,954,129	412,805	140	2,949	40	10,320

2017-2018 BUDGET/LEVY COMPARISON

	2017	2018	
	Tax Levy	Budget Amount	Cost As % Of Levy
Dallas CAD	\$6,249,011,113	\$27,495,334	0.44
Harris CAD*	\$11,069,676,943	\$85,562,087	0.77
Tarrant CAD	\$4,476,506,204	\$23,687,614	0.53
Bexar CAD	\$3,500,716,948	\$18,657,516	0.53
Travis CAD	\$4,007,819,939	\$18,827,658	0.47
El Paso CAD	\$1,134,387,928	\$14,954,129	1.32

* 2016 Tax Levy

ACCURACY OF APPRAISALS

	Median Level of Appraisals	Coefficient of Dispersion
Dallas Central Appraisal District	0.99	8.60
Harris Central Appraisal District	0.99	8.04
Tarrant Appraisal District	0.93	10.86
Bexar Appraisal District	0.99	7.24
Travis Central Appraisal District	0.99	7.20
El Paso Central Appraisal District	0.99	12.61

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2017 -2018 Dallas Central Appraisal District Entity Salary Survey

Entity	Contact Person	Title	Increase	Comments
Town of Addison	Cindy Jeong	Human Resources Coordinator	4.00%	
City of Balch Springs	Bianca Sauls	Chief Financial Officer	4.00%	
City of Carrollton	Thania Saucedo	Admin Support Assistant	3.00%	
City of Cedar Hill	Angelica Morales	HR Generalist	3.00%	
City of Cockrell Hill	Bret Haney	City Administrator	3.00%	Effective January 2018
City of Combine	Robin Price	City Secretary	1.67%	
City of Coppell	Stephanie Jenkins	Sr HR Advisor	3.00%	
City of Dallas	Laquisha Bill	Sr. HR Analyst	3.00%	
City of Desoto	Jenette Naranja	HR Staff Assistant	2.00%	
City of Duncanville	Jennifer Otey	HR Manager	2.00%	2% General Employees, 3% Public Safety
City of Farmers Branch	Sherrelle Evans-Jones	Chief Financial Officer	4.00%	
City of Ferris	Melissa Gomez	Finance Director	5.00%	
City of Garland	Beatriz Sapene	Sr HR Analyst-Compensation	3.00%	
City of Glenn Heights	Kacye Harvey	Administrator-Organizational Development	4.80%	
City of Grand Prairie	Diana Ortiz	CFO	3.00%	
City of Grapevine	Gary Livingston	Management Services Director	5.00%	
Town of Highland Park	Steven Alexander	CFO	3.00%	
City of Hutchins	Trudy Lewis	Budget/HR Director	3.00%	
City of Irving	Corey Hendon	Sr. HR Specialist I	3.50%	
City of Lancaster	Dori Lee	HR Director	3.00%	
City of Lewisville	Rena Cates	HR Specialist	2.00%	
City of Mesquite	Kerry Graham	Employee Services Coordinator	2.00%	
City of Ovilla	Linda Harding	City Accountant	3.00%	
City of Richardson	Chelsea Curran	Sr. Compensation Analyst	3.00%	
City of Rowlett	Amanda Carter	Budget Officer	7.00%	
City of Sachse	Melinda Walter	HR Manager	4.00%	
City of Seagoville	Cindy Brown	Director of Human Resources	3.00%	
Town of Sunnyvale	Gretchen Delgado	Comp & Benefits Specialist	4.73%	
City of University Park	Alicia Dorsey	Director of HR	3.00%	
City of Wilmer	Denny Wheat	City Administrator-Interim	5.00%	
City of Wylie	Kortney House	HR Analyst	4.56%	
Average Cities			3.46%	

2017 -2018 Dallas Central Appraisal District Entity Salary Survey

Entity	Contact Person	Title	Increase	Comments
Carrollton/Farmers Branch ISD	Rebecca McDowell	Director - Payroll	4.00%	4% Teachers 3% Prof/Admin
Cedar Hill ISD	Sherra McGaha	Chief Financial Officer	2.00%	Teachers only
Coppell ISD	Vicky Cason	Administrative Assistant	3.00%	
Dallas ISD	E. Patrick Ekong	Compensation Manager	1.13%	
DeSoto ISD	Sue Land	Employment & Data Management Coord.	0.00%	
Duncanville ISD	Jan Arrington	Chief Financial Officer	3.00%	
Ferris ISD	TJ Knight	Business Manager	2.00%	
Garland ISD	Gilberto Prado	Budget Director	2.00%	2.5% Professionals, 2% Teachers, 1.75% Administrators
Grand Prairie ISD	Nancy Bridges	Deputy Superintendent Business Ops	3.00%	
Grapevine/Colleyville ISD	DaiAnn Mooney	Chief Financial Officer	2.00%	
Highland Park ISD	Dr. Brent Ringo	Asst. Superintendent of Business	0.00%	One time payment \$500 Nonexempt \$1,000 Exempt
Irving ISD	Mia Stroy	Compensation and Benefits Manager	2.00%	
Lancaster ISD	Leon Fisher	Chief Financial Officer	3.00%	
Mesquite ISD	Lanny Frasier	Asst. Superintendent-Personnel Services	2.00%	
Richardson ISD	Mary Welch	Director of Compensation	3.00%	
Sunnyvale ISD	Margaret Davis	Business Manager	2.00%	
Average School Districts			2.13%	

Dallas County	Jim Sparkman	HR Analyst IV	3.00%	
DCCCD	John Robertson	CFO	3.00%	
Average Countywide			3.00%	

Total Aggregated Average for All Entities			2.86%	
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2018/2019 Dallas Central Appraisal District Proposed Budget Allocation Analysis

ENTITY and ENTITY CODE		2016 Grand Total Taxable Value 9/2016	2017 Grand Total Taxable Value 9/2017	Taxable Value Change	Taxable Value Percent Change	2016 Tax Rates	2017 Tax Rates	Tax Rate Change	Tax Rate Percent Change	2016 Levy	2017 Levy	Levy Change	Levy Percent Change	2017/2018 Budget Allocation	2018/2019 Proposed Budget Allocation	Budget Allocation Change	Budget Allocation Percent Change
CITIES																	
Addison	CA	\$4,303,028,610	\$4,459,781,021	\$156,752,411	3.64%	0.560472	0.550000	(0.010472)	(1.87%)	\$24,117,271	\$24,528,796	\$411,525	1.71%	\$104,774	\$106,840	2,066	1.97%
Balch Springs	CB	774,396,129	852,415,626	78,019,497	10.07%	0.803000	0.803000	0.000000	0.00%	6,218,401	6,844,897	626,497	10.07%	27,015	29,806	2,791	10.33%
Carrollton - Dallas Co.	CC	5,729,786,602	6,012,639,706	282,853,104	4.94%	0.603700	0.599700	(0.004000)	(0.66%)	34,590,722	36,057,800	1,467,079	4.24%	150,262	157,061	6,799	4.52%
Cedar Hill - Dallas Co.	CH	3,149,455,467	3,373,164,476	223,709,009	7.10%	0.698760	0.698760	0.000000	0.00%	22,007,135	23,570,324	1,563,189	7.10%	95,600	102,675	7,075	7.40%
Cockrell Hill	CL	94,038,769	105,935,987	11,897,218	12.65%	1.119407	1.058833	(0.060574)	(5.41%)	1,052,677	1,121,685	69,009	6.56%	4,574	4,872	298	6.52%
Combine	OM	11,117,837	10,906,628	(211,209)	(1.90%)	0.330000	0.350000	0.020000	6.06%	36,689	38,173	1,484	4.05%	152	163	11	7.24%
Coppell - Dallas Co	CO	6,528,050,771	6,838,433,814	310,383,043	4.75%	0.579500	0.579500	0.000000	0.00%	37,830,554	39,628,724	1,798,170	4.75%	164,337	172,631	8,294	5.05%
Dallas	DA	104,307,190,201	111,841,989,764	7,534,799,563	7.22%	0.782500	0.780400	(0.002100)	(0.27%)	816,203,763	872,814,888	56,611,125	6.94%	3,545,853	3,801,918	256,065	7.22%
DeSoto	CS	3,540,368,459	3,835,514,625	295,146,166	8.34%	0.744900	0.739900	(0.005000)	(0.67%)	26,372,205	28,378,973	2,006,768	7.61%	114,579	123,608	9,029	7.88%
Duncanville	CV	1,972,023,747	2,097,223,216	125,199,469	6.35%	0.758447	0.758447	0.000000	0.00%	14,956,755	15,906,327	949,572	6.35%	64,972	69,276	4,304	6.62%
Farmers Branch	CF	4,855,783,963	5,131,542,465	275,758,502	5.68%	0.602267	0.602267	0.000000	0.00%	29,244,784	30,905,587	1,660,803	5.68%	127,037	134,632	7,595	5.98%
Ferris	FE	9,916,016	12,676,916	2,760,900	27.84%	0.687134	0.687134	0.000000	0.00%	68,136	87,107	18,971	27.84%	303	381	78	25.74%
Garland - Dallas Co	CG	12,367,778,205	13,589,018,269	1,221,240,064	9.87%	0.704600	0.704600	0.000000	0.00%	87,143,365	95,748,223	8,604,857	9.87%	378,585	417,070	38,485	10.17%
Glenn Heights - Dallas Co	CE	353,751,685	430,348,384	76,596,699	21.65%	0.935530	0.885434	(0.050096)	(5.35%)	3,309,453	3,810,451	500,998	15.14%	14,379	16,604	2,225	15.47%
Grand Prairie - Dallas Co	CP	5,845,550,495	6,444,335,155	598,784,660	10.24%	0.669998	0.669998	0.000000	0.00%	39,165,071	43,176,917	4,011,845	10.24%	170,150	188,065	17,915	10.53%
Grapevine	GV	164,595,285	185,938,272	21,342,987	12.97%	0.289271	0.289271	0.000000	0.00%	476,126	537,865	61,739	12.97%	2,072	2,341	269	12.98%
Highland Park	TH	5,766,024,470	6,012,769,984	246,745,514	4.28%	0.220000	0.220000	0.000000	0.00%	12,685,254	13,228,094	542,840	4.28%	55,116	57,625	2,509	4.55%
Hutchins	CU	489,204,571	549,790,158	60,585,587	12.38%	0.682459	0.682459	0.000000	0.00%	3,338,621	3,752,092	413,472	12.38%	14,506	16,332	1,826	12.59%
Irving	CI	22,937,014,000	24,242,770,872	1,305,756,872	5.69%	0.594100	0.594100	0.000000	0.00%	136,268,800	144,026,302	7,757,502	5.69%	591,999	627,374	35,375	5.98%
Lancaster	CN	2,075,125,683	2,273,706,062	198,580,379	9.57%	0.867500	0.867500	0.000000	0.00%	18,001,715	19,724,400	1,722,685	9.57%	78,214	85,907	7,693	9.84%
Lewisville	LE	80,333,828	86,576,143	6,242,315	7.77%	0.436086	0.436086	0.000000	0.00%	350,325	377,546	27,222	7.77%	1,516	1,633	117	7.72%
Mesquite - Dallas Co	CM	6,733,493,379	7,394,258,527	660,765,148	9.81%	0.687000	0.687000	0.000000	0.00%	46,259,100	50,798,556	4,539,457	9.81%	200,955	221,274	20,319	10.11%
Ovilla	OV	24,119,827	25,181,311	1,061,484	4.40%	0.700000	0.680399	(0.019601)	(2.80%)	168,839	171,333	2,495	1.48%	733	735	2	0.27%
Richardson	CR	8,504,082,476	9,129,322,804	625,240,328	7.35%	0.625160	0.625160	0.000000	0.00%	53,164,122	57,072,874	3,908,752	7.35%	230,952	248,603	17,651	7.64%
Rowlett - Dallas Co	CW	3,379,658,926	3,789,220,379	409,561,453	12.12%	0.787173	0.777173	(0.010000)	(1.27%)	26,603,763	29,448,798	2,845,035	10.69%	115,564	128,289	12,725	11.01%
Sachse	CK	1,120,560,676	1,250,407,793	129,847,117	11.59%	0.757279	0.747279	(0.010000)	(1.32%)	8,485,771	9,344,035	858,264	10.11%	36,870	40,694	3,824	10.37%
Seagoville - Dallas Co	CJ	526,678,887	611,597,202	84,918,315	16.12%	0.743800	0.743800	0.000000	0.00%	3,917,438	4,549,060	631,622	16.12%	17,007	19,816	2,809	16.52%
Sunnyvale	TS	973,479,636	1,076,713,864	103,234,228	10.60%	0.407962	0.413088	0.005126	1.26%	3,971,427	4,447,776	476,349	11.99%	17,260	19,381	2,121	12.29%
University Park	CQ	7,406,921,428	7,548,899,037	141,977,609	1.92%	0.248761	0.248761	0.000000	0.00%	18,425,532	18,778,717	353,185	1.92%	80,059	81,797	1,738	2.17%
Wilmer	CT	392,220,517	544,105,189	151,884,672	38.72%	0.503000	0.502900	(0.000100)	(0.02%)	1,972,869	2,736,305	763,436	38.70%	8,567	11,923	3,356	39.17%
Wylie	WY	3,242,421,426	47,246,716	14,825,290	45.73%	0.848900	0.781000	(0.067900)	(8.00%)	275,225	368,997	93,771	34.07%	1,188	1,606	418	35.19%
COUNTYWIDE ENTITIES																	
Dallas County	DC	207,449,828,888	223,639,375,599	16,189,546,711	7.80%	0.243100	0.243100	0.000000	0.00%	504,310,534	543,667,322	39,356,788	7.80%	3,236,651	3,494,648	257,997	7.97%
Dallas Co Community College	DO	216,767,767,721	230,715,898,093	13,948,130,372	6.43%	0.122933	0.124238	0.001305	1.06%	266,479,120	286,636,817	20,157,698	7.56%	1,157,674	1,248,574	90,900	7.85%
Parkland Hospital	PH	208,269,657,764	224,550,318,979	16,280,661,215	7.82%	0.279400	0.279400	0.000000	0.00%	581,905,424	627,393,591	45,488,167	7.82%	3,734,653	4,032,834	298,181	7.98%
SCHOOL DISTRICTS																	
Carrollton/Farmers Branch ISD	AS	14,783,835,446	15,880,626,671	1,096,791,225	7.42%	1.391700	1.381000	(0.010700)	(0.77%)	205,746,638	219,311,454	13,564,816	6.59%	735,116	785,900	50,784	6.91%
Cedar Hill ISD	ES	3,019,042,685	3,269,912,337	250,869,652	8.31%	1.516000	1.516000	0.000000	0.00%	45,768,687	49,571,871	3,803,184	8.31%	163,528	177,640	14,112	8.63%
Coppell ISD	OS	10,369,616,083	11,031,299,124	661,683,041	6.38%	1.492700	1.477700	(0.015000)	(1.00%)	154,787,259	163,009,507	8,222,248	5.31%	553,043	584,143	31,100	5.62%
Dallas ISD	DS	101,023,617,187	109,355,515,261	8,331,898,074	8.25%	1.282085	1.282085	0.000000	0.00%	1,295,208,642	1,402,030,658	106,822,015	8.25%	4,627,678	5,024,162	396,484	8.57%
DeSoto ISD	SS	2,546,694,497	2,826,475,360	279,780,863	10.99%	1.460000	1.490000	0.030000	2.05%	37,181,740	42,114,483	4,932,743	13.27%	132,847	150,917	18,070	13.60%
Duncanville ISD	US	3,935,982,438	4,302,290,641	366,308,203	9.31%	1.521480	1.521480	0.000000	0.00%	59,885,186	65,458,492	5,573,306	9.31%	213,965	234,570	20,605	9.63%
Ferris ISD	FS	16,558,646	19,534,163	2,975,517	17.97%	1.355000	1.387300	0.032300	2.38%	224,370	270,997	46,628	20.78%	802	971	169	21.07%
Garland ISD	GS	16,020,949,193	17,783,306,461	1,762,357,268	11.00%	1.460000	1.460000	0.000000	0.00%	233,905,858	259,636,274	25,730,416	11.00%	835,727	930,404	94,677	11.33%
Grand Prairie ISD	PS	5,904,860,640	6,565,592,719	660,732,079	11.19%	1.595000	1.595000	0.000000	0.00%	94,182,527	104,721,204	10,538,677	11.19%	336,507	375,267	38,760	11.52%
Grapevine-Colleyville ISD	VS	262,133,022	279,455,100	17,322,078	6.61%	1.396700	1.396700	0.000000	0.00%	3,661,212	3,903,149	241,937	6.61%	13,081	13,987	906	6.93%
Highland Park ISD	HS	14,788,497,285	15,297,986,218	509,488,933	3.45%	1.152700	1.203200	0.050500	4.38%	170,467,008	184,065,370	13,598,362	7.98%	609,065	659,596	50,531	8.30%
Irving ISD	IS	11,608,222,345	12,234,076,233	625,853,888	5.39%	1.445000	1.431400	(0.013600)	(0.94%)	167,738,813	175,118,567	7,379,754	4.40%	599,317	627,536	28,219	4.71%
Lancaster ISD	LS	2,064,181,065	2,284,647,912	220,466,847	10.68%	1.540000	1.540000	0.000000	0.00%	31,788,388	35,183,578	3,395,189	10.68%	113,577	126,080	12,503	11.01%
Mesquite ISD	MS	7,069,024,202	7,802,296,468	733,272,266	10.37%	1.460000	1.460000	0.000000	0.00%	103,207,753	113,913,528	10,705,775	10.37%	368,753	408,208	39,455	10.70%
Richardson ISD	RS	20,300,423,138	21,995,135,418	1,694,712,280	8.35%	1.390050	1.390050	0.000000	0.00%	282,186,032	305,743,380	23,557,348	8.35%	1,008,228	1,095,628	87,400	8.67%
Sunnyvale ISD	YS	1,025,475,993	1,118,890,702	93,414,709	9.11												

2018/2019 Dallas Central Appraisal District Proposed Budget Allocation Analysis

SPECIAL DISTRICTS																	
Dallas County FCD #1	DD	404,971,153	420,199,855	15,228,702	3.76%	2.250000	2.000000	(0.250000)	(11.11%)	9,111,851	8,403,997	(707,854)	(7.77%)	39,585	36,607	(2,978)	(7.52%)
Dallas County URD	DM	3,676,388,303	3,884,276,979	207,888,676	5.65%	1.295000	1.249000	(0.046000)	(3.55%)	47,609,229	48,514,619	905,391	1.90%	206,830	211,327	4,497	2.17%
Denton Co. LID #1	NL	234,834,604	243,413,011	8,578,407	3.65%	0.184000	0.183000	(0.001000)	(0.54%)	432,096	445,446	13,350	3.09%	1,877	1,940	63	3.36%
Denton Co. RUD #1	NR	201,598,839	209,931,458	8,332,619	4.13%	0.000000	0.000000	0.000000	0.00%	0	0	0	0.00%	0	0	0	0.00%
Grand Prairie Metro URD	GU	22,219,593	19,633,843	(2,585,750)	(11.64%)	0.600000	0.600000	0.000000	0.00%	133,318	117,803	(15,515)	(11.64%)	579	513	(66)	(11.40%)
Irving FCD, Section I	IF	329,668,824	345,737,177	16,068,353	4.87%	0.453000	0.446000	(0.007000)	(1.55%)	1,493,400	1,541,988	48,588	3.25%	6,488	6,717	229	3.53%
Irving FCD, Section III	ID	1,835,986,565	1,952,759,646	116,773,081	6.36%	0.125000	0.125000	0.000000	0.00%	2,294,983	2,440,950	145,966	6.36%	9,970	10,633	663	6.65%
Lancaster MUD #1	LM	58,000,645	92,761,773	34,761,128	59.93%	1.060000	1.000000	(0.060000)	(5.66%)	614,807	927,618	312,811	50.88%	2,671	4,041	1,370	51.29%
Northwest Dallas Co FCD	NF	484,261,721	491,385,801	7,124,080	1.47%	0.300000	0.300000	0.000000	0.00%	1,452,785	1,474,157	21,372	1.47%	6,311	6,421	110	1.74%
Valwood Improvement Auth.	FF	1,876,916,432	2,002,514,031	125,597,599	6.69%	0.250000	0.220000	(0.030000)	(12.00%)	4,692,291	4,405,531	(286,760)	(6.11%)	20,385	19,190	(1,195)	(5.86%)

2018/2019 Dallas Central Appraisal District Proposed Budget Allocation Analysis with Dallas County Schools included in Allocation

ENTITY and ENTITY CODE		2016 Grand Total Taxable Value 9/2016	2017 Grand Total Taxable Value 9/2017	Taxable Value Change	Taxable Value Percent Change	2016 Tax Rates	2017 Tax Rates	Tax Rate Change	Tax Rate Percent Change	2016 Levy	2017 Levy	Levy Change	Levy Percent Change	2017/2018 Budget Allocation	2018/2019 Proposed Budget Allocation	Budget Allocation Change	Budget Allocation Percent Change
CITIES																	
Addison	CA	\$4,303,028,610	\$4,459,781,021	\$156,752,411	3.64%	0.560472	0.550000	(0.010472)	(1.87%)	\$24,117,271	\$24,528,796	\$411,525	1.71%	\$104,774	\$106,459	1,685	1.61%
Balch Springs	CB	774,396,129	852,415,626	78,019,497	10.07%	0.803000	0.803000	0.000000	0.00%	6,218,401	6,844,897	626,497	10.07%	27,015	29,697	2,682	9.93%
Carrollton - Dallas Co.	CC	5,729,786,602	6,012,639,706	282,853,104	4.94%	0.603700	0.599700	(0.004000)	(0.66%)	34,590,722	36,057,800	1,467,079	4.24%	150,262	156,517	6,255	4.16%
Cedar Hill - Dallas Co.	CH	3,149,455,467	3,373,164,476	223,709,009	7.10%	0.698760	0.698760	0.000000	0.00%	22,007,135	23,570,324	1,563,189	7.10%	95,600	102,294	6,694	7.00%
Cockrell Hill	CL	94,038,769	105,935,987	11,897,218	12.65%	1.119407	1.058833	(0.060574)	(5.41%)	1,052,677	1,121,685	69,009	6.56%	4,574	4,872	298	6.52%
Combine	OM	11,117,837	10,906,628	(211,209)	(1.90%)	0.330000	0.350000	0.020000	6.06%	36,689	38,173	1,484	4.05%	152	163	11	7.24%
Coppell - Dallas Co	CO	6,528,050,771	6,838,433,814	310,383,043	4.75%	0.579500	0.579500	0.000000	0.00%	37,830,054	39,628,724	1,798,670	4.75%	164,337	172,005	7,668	4.67%
Dallas	DA	104,307,190,201	111,841,989,764	7,534,799,563	7.22%	0.782500	0.780400	(0.002100)	(0.27%)	816,203,763	872,814,888	56,611,125	6.94%	3,545,853	3,788,363	242,510	6.84%
DeSoto	CS	3,540,368,459	3,835,514,625	295,146,166	8.34%	0.744900	0.739900	(0.005000)	(0.67%)	26,372,205	28,378,973	2,006,768	7.61%	114,579	123,172	8,593	7.50%
Duncanville	CV	1,972,023,747	2,097,233,216	125,199,469	6.35%	0.758447	0.758447	0.000000	0.00%	14,956,755	15,906,327	949,572	6.35%	64,972	69,031	4,059	6.25%
Farmers Branch	CF	4,855,783,963	5,131,542,465	275,758,502	5.68%	0.602267	0.602267	0.000000	0.00%	29,244,784	30,905,587	1,660,802	5.68%	127,037	134,142	7,105	5.59%
Ferris	FE	9,916,016	12,676,916	2,760,900	27.84%	0.687134	0.687134	0.000000	0.00%	68,136	87,107	18,971	27.84%	303	381	78	25.74%
Garland - Dallas Co	CG	12,367,778,205	13,589,018,269	1,221,240,064	9.87%	0.704600	0.704600	0.000000	0.00%	87,143,365	95,748,223	8,604,857	9.87%	378,585	415,600	37,015	9.78%
Glenn Heights - Dallas Co	CE	353,751,685	430,348,384	76,596,699	21.65%	0.935530	0.885434	(0.050096)	(5.35%)	3,309,453	3,810,451	500,998	15.14%	14,379	16,550	2,171	15.10%
Grand Prairie - Dallas Co	CP	5,845,550,495	6,444,335,155	598,784,660	10.24%	0.669998	0.669998	0.000000	0.00%	39,165,071	43,176,917	4,011,845	10.24%	170,150	187,412	17,262	10.15%
Grapevine	GV	164,595,285	185,938,272	21,342,987	12.97%	0.289271	0.289271	0.000000	0.00%	476,126	537,865	61,739	12.97%	2,072	2,341	269	12.98%
Highland Park	TH	5,766,024,470	6,012,769,984	246,745,514	4.28%	0.220000	0.220000	0.000000	0.00%	12,685,254	13,228,094	542,840	4.28%	55,116	57,408	2,292	4.16%
Hutchins	CU	489,204,571	549,790,158	60,585,587	12.38%	0.682459	0.682459	0.000000	0.00%	3,338,621	3,752,092	413,472	12.38%	14,506	16,278	1,772	12.22%
Irving	CI	22,937,014,000	24,242,770,872	1,305,756,872	5.69%	0.594100	0.594100	0.000000	0.00%	136,268,800	144,026,302	7,757,502	5.69%	591,999	625,142	33,143	5.60%
Lancaster	CN	2,075,125,683	2,273,706,062	198,580,379	9.57%	0.867500	0.867500	0.000000	0.00%	18,001,715	19,724,400	1,722,685	9.57%	78,214	85,608	7,394	9.45%
Lewisville	LE	80,333,828	86,576,143	6,242,315	7.77%	0.436086	0.436086	0.000000	0.00%	350,325	377,546	27,222	7.77%	1,516	1,633	117	7.72%
Mesquite - Dallas Co	CM	6,733,493,379	7,394,258,527	660,765,148	9.81%	0.687000	0.687000	0.000000	0.00%	46,259,100	50,798,556	4,539,457	9.81%	200,955	220,485	19,530	9.72%
Ovilla	OV	24,119,827	25,181,311	1,061,484	4.40%	0.700000	0.680399	(0.019601)	(2.80%)	168,839	171,333	2,495	1.48%	733	735	2	0.27%
Richardson	CR	8,504,082,476	9,129,322,804	625,240,328	7.35%	0.625160	0.625160	0.000000	0.00%	53,164,122	57,072,874	3,908,752	7.35%	230,952	247,732	16,780	7.27%
Rowlett - Dallas Co	CW	3,379,658,926	3,789,220,379	409,561,453	12.12%	0.787173	0.777173	(0.010000)	(1.27%)	26,603,763	29,448,798	2,845,035	10.69%	115,564	127,827	12,263	10.61%
Sachse	CK	1,120,560,676	1,250,407,793	129,847,117	11.59%	0.757279	0.747279	(0.010000)	(1.32%)	8,485,771	9,344,035	858,264	10.11%	36,870	40,558	3,688	10.00%
Seagoville - Dallas Co	CJ	526,678,887	611,597,202	84,918,315	16.12%	0.743800	0.743800	0.000000	0.00%	3,917,438	4,549,060	631,622	16.12%	17,007	19,735	2,728	16.04%
Sunnyvale	TS	973,479,636	1,076,713,864	103,234,228	10.60%	0.407962	0.413088	0.005126	1.26%	3,971,427	4,447,776	476,349	11.99%	17,260	19,299	2,039	11.81%
University Park	CQ	7,406,921,428	7,548,899,037	141,977,609	1.92%	0.248761	0.248761	0.000000	0.00%	18,425,532	18,778,717	353,185	1.92%	80,059	81,498	1,439	1.80%
Wilmer	CT	392,220,517	544,105,189	151,884,672	38.72%	0.503000	0.502900	(0.000100)	(0.02%)	1,972,869	2,736,305	763,436	38.70%	8,567	11,868	3,301	38.53%
Wylie	WY	32,421,426	47,246,716	14,825,290	45.73%	0.848900	0.781000	(0.067900)	(8.00%)	275,225	368,997	93,771	34.07%	1,188	1,606	418	35.19%
COUNTYWIDE ENTITIES																	
Dallas County	DC	207,449,828,888	223,639,375,599	16,189,546,711	7.80%	0.243100	0.243100	0.000000	0.00%	504,310,534	543,667,322	39,356,788	7.80%	3,236,651	3,497,208	260,557	8.05%
Dallas Co Community College	DO	216,767,767,721	230,715,898,093	13,948,130,372	6.43%	0.122933	0.124238	0.001305	1.06%	266,479,120	286,636,817	20,157,698	7.56%	1,157,674	1,244,121	86,447	7.47%
Parkland Hospital	PH	208,269,657,764	224,550,318,979	16,280,661,215	7.82%	0.279400	0.279400	0.000000	0.00%	581,905,424	627,393,591	45,488,167	7.82%	3,734,653	4,035,788	301,135	8.06%
SCHOOL DISTRICTS																	
Carrollton/Farmers Branch ISD	AS	14,783,835,446	15,880,626,671	1,096,791,225	7.42%	1.391700	1.381000	(0.010700)	(0.77%)	205,746,638	219,311,454	13,564,816	6.59%	735,116	782,045	46,929	6.38%
Cedar Hill ISD	ES	3,019,042,685	3,269,912,337	250,869,652	8.31%	1.516000	1.516000	0.000000	0.00%	45,768,687	49,571,871	3,803,184	8.31%	163,528	176,769	13,241	8.10%
Coppell ISD	OS	10,369,616,083	11,031,299,124	661,683,041	6.38%	1.492700	1.477700	(0.015000)	(1.00%)	154,787,259	163,009,507	8,222,248	5.31%	553,043	581,277	28,234	5.11%
Dallas ISD	DS	101,023,617,187	109,355,515,261	8,331,898,074	8.25%	1.282085	1.282085	0.000000	0.00%	1,295,208,642	1,402,030,658	106,822,015	8.25%	4,627,678	4,999,512	371,834	8.04%
DeSoto ISD	SS	2,546,694,497	2,826,475,360	279,780,863	10.99%	1.460000	1.490000	0.030000	2.05%	37,181,740	42,114,483	4,932,743	13.27%	132,847	150,176	17,329	13.04%
Duncanville ISD	US	3,935,982,438	4,302,290,641	366,308,203	9.31%	1.521480	1.521480	0.000000	0.00%	59,885,186	65,458,492	5,573,306	9.31%	213,965	233,419	19,454	9.09%
Ferris ISD	FS	16,558,646	19,534,163	2,975,517	17.97%	1.355000	1.387300	0.032300	2.38%	224,370	270,997	46,628	20.78%	802	966	164	20.45%
Garland ISD	GS	16,020,949,193	17,783,306,461	1,762,357,268	11.00%	1.460000	1.460000	0.000000	0.00%	233,905,858	259,636,274	25,730,416	11.00%	835,727	925,839	90,112	10.78%
Grand Prairie ISD	PS	5,904,860,640	6,565,592,719	660,732,079	11.19%	1.595000	1.595000	0.000000	0.00%	94,182,527	104,721,204	10,538,677	11.19%	336,507	373,426	36,919	10.97%
Grapevine-Colleyville ISD	VS	262,133,022	279,455,100	17,322,078	6.61%	1.396700	1.396700	0.000000	0.00%	3,661,212	3,903,149	241,937	6.61%	13,081	13,918	837	6.40%
Highland Park ISD	HS	14,788,497,285	15,297,986,218	509,488,933	3.45%	1.152700	1.203200	0.050500	4.38%	170,467,008	184,065,370	13,598,362	7.98%	609,065	656,360	47,295	7.77%
Irving ISD	IS	11,608,222,345	12,234,076,233	625,853,888	5.39%	1.445000	1.431400	(0.013600)	(0.94%)	167,738,813	175,118,567	7,379,754	4.40%	599,317	624,457	25,140	4.19%
Lancaster ISD	LS	2,064,181,065	2,284,647,912	220,466,847	10.68%	1.540000	1.540000	0.000000	0.00%	31,788,388	35,183,578	3,395,189	10.68%	113,577	125,461	11,884	10.46%
Mesquite ISD	MS	7,069,024,202	7,802,296,468	733,272,266	10.37%	1.460000	1.460000	0.000000	0.00%	103,207,753	113,913,528	10,705,775	10.37%	368,753	406,205	37,452	10.16%
Richardson ISD	RS	20,300,423,138	21,995,135,418	1,694,712,280	8.35%	1.390050	1.390050	0.000000	0.00%	282,186,032	305,743,380	23,557,348	8.35%	1,008,228	1,090,253	82,025	8.14%
Sunnyvale ISD	YS	1,025,47															

2018/2019 Dallas Central Appraisal District Proposed Budget Allocation Analysis with Dallas County Schools included in Allocation

ENTITY and ENTITY CODE		2016 Grand Total Taxable Value 9/2016	2017 Grand Total Taxable Value 9/2017	Taxable Value Change	Taxable Value Percent Change	2016 Tax Rates	2017 Tax Rates	Tax Rate Change	Tax Rate Percent Change	2016 Levy	2017 Levy	Levy Change	Levy Percent Change	2017/2018 Budget Allocation	2018/2019 Proposed Budget Allocation	Budget Allocation Change	Budget Allocation Percent Change
SPECIAL DISTRICTS																	
Dallas County FCD #1	DD	404,971,153	420,199,855	15,228,702	3.76%	2.250000	2.000000	(0.250000)	(11.11%)	9,111,851	8,403,997	(707,854)	(7.77%)	39,585	36,477	(3,108)	(7.85%)
Dallas County URD	DM	3,676,388,303	3,884,276,979	207,888,676	5.65%	1.295000	1.249000	(0.046000)	(3.55%)	47,609,229	48,514,619	905,391	1.90%	206,830	210,573	3,743	1.81%
Denton Co. LID #1	NL	234,834,604	243,413,011	8,578,407	3.65%	0.184000	0.183000	(0.001000)	(0.54%)	432,096	445,446	13,350	3.09%	1,877	1,933	56	2.98%
Denton Co. RUD #1	NR	201,598,839	209,931,458	8,332,619	4.13%	0.000000	0.000000	0.000000	0.00%	0	0	0	0.00%	0	0	0	0.00%
Grand Prairie Metro URD	GU	22,219,593	19,633,843	(2,585,750)	(11.64%)	0.600000	0.600000	0.000000	0.00%	133,318	117,803	(15,515)	(11.64%)	579	511	(68)	(11.74%)
Irving FCD, Section I	IF	329,668,824	345,737,177	16,068,353	4.87%	0.453000	0.446000	(0.007000)	(1.55%)	1,493,400	1,541,988	48,588	3.25%	6,488	6,693	205	3.16%
Irving FCD, Section III	ID	1,835,986,565	1,952,759,646	116,773,081	6.36%	0.125000	0.125000	0.000000	0.00%	2,294,983	2,440,950	145,966	6.36%	9,970	10,595	625	6.27%
Lancaster MUD #1	LM	58,000,645	92,761,773	34,761,128	59.93%	1.060000	1.000000	(0.060000)	(5.66%)	614,807	927,618	312,811	50.88%	2,671	4,026	1,355	50.73%
Northwest Dallas Co FCD	NF	484,261,721	491,385,801	7,124,080	1.47%	0.300000	0.300000	0.000000	0.00%	1,452,785	1,474,157	21,372	1.47%	6,311	6,398	87	1.38%
Valwood Improvement Auth.	FF	1,876,916,432	2,002,514,031	125,597,599	6.69%	0.250000	0.220000	(0.030000)	(12.00%)	4,692,291	4,405,531	(286,760)	(6.11%)	20,385	19,122	(1,263)	(6.20%)

DALLAS CENTRAL APPRAISAL DISTRICT 2018 PRELIMINARY ESTIMATED REAPPRAISAL PLAN - As of January 2018 .

ENTITY	RESIDENTIAL			COMMERCIAL			BPP			TOTAL OF ALL DIVISIONS		
	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED
CITIES												
Addison	1,865	2,382	78.30%	331	687	48.18%	2,972	2,972	100.00%	5,168	6,041	85.55%
Balch Springs	4,427	6,865	64.49%	347	969	35.81%	829	829	100.00%	5,603	8,663	64.68%
Carrollton	9,869	12,462	79.19%	939	1,777	52.84%	3,763	3,763	100.00%	14,571	18,002	80.94%
Cedar Hill	10,594	16,233	65.26%	367	1,224	29.98%	1,239	1,239	100.00%	12,200	18,696	65.25%
Cockrell Hill	804	924	87.01%	105	105	100.00%	165	165	100.00%	1,074	1,194	89.95%
Combine	210	337	62.31%	76	76	100.00%	17	17	100.00%	303	430	70.47%
Coppell	8,621	12,350	69.81%	499	1,077	46.33%	1,542	1,542	100.00%	10,662	14,969	71.23%
Dallas	169,241	292,162	57.93%	17,915	39,331	45.55%	48,217	48,217	100.00%	235,373	379,710	61.99%
Desoto	10,535	17,024	61.88%	4	1,282	0.31%	1,399	1,399	100.00%	11,938	19,705	60.58%
Duncanville	9,536	11,959	79.74%	270	1,050	25.71%	1,423	1,423	100.00%	11,229	14,432	77.81%
Farmers Branch	7,104	8,116	87.53%	580	1,256	46.18%	3,366	3,366	100.00%	11,050	12,738	86.75%
Ferris	0	0	0.00%	15	15	100.00%	8	8	100.00%	23	23	100.00%
Garland	52,600	64,778	81.20%	1,627	4,736	34.35%	5,915	5,915	100.00%	60,142	75,429	79.73%
Glenn Heights	1,827	3,631	50.32%	200	200	100.00%	95	95	100.00%	2,122	3,926	54.05%
Grand Prairie	25,157	35,983	69.91%	1,232	5,021	24.54%	3,045	3,045	100.00%	29,434	44,049	66.82%
Grapevine	0	0	0.00%	34	34	100.00%	83	83	100.00%	117	117	100.00%
Highland Park	1,900	3,447	55.12%	74	74	100.00%	358	358	100.00%	2,332	3,879	60.12%
Hutchins	902	1,379	65.41%	76	441	17.23%	356	356	100.00%	1,334	2,176	61.31%
Irving	27,921	45,871	60.87%	2,706	5,508	49.13%	8,383	8,383	100.00%	39,010	59,762	65.28%
Lancaster	8,230	12,809	64.25%	727	1,606	45.27%	889	889	100.00%	9,846	15,304	64.34%
Lewisville	199	300	66.33%	10	10	100.00%	16	16	100.00%	225	326	69.02%
Mesquite	29,226	38,225	76.46%	1,234	2,665	46.30%	3,236	3,236	100.00%	33,696	44,126	76.36%
Ovilla	26	163	15.95%	23	23	100.00%	8	8	100.00%	57	194	29.38%
Richardson	19,448	21,662	89.78%	770	1,605	47.98%	5,092	5,092	100.00%	25,310	28,359	89.25%
Rowlett	11,303	17,773	63.60%	813	1,065	76.34%	1,040	1,040	100.00%	13,156	19,878	66.18%
Sachse	3,579	5,668	63.14%	326	327	99.69%	306	306	100.00%	4,211	6,301	66.83%
Seagoville	2,747	5,173	53.10%	62	792	7.83%	468	468	100.00%	3,277	6,433	50.94%
Sunnyvale	1,390	2,534	54.85%	208	625	33.28%	437	437	100.00%	2,035	3,596	56.59%
University Park	4,625	6,940	66.64%	147	324	45.37%	731	731	100.00%	5,503	7,995	68.83%
Wilmer	748	1,597	46.84%	26	26	100.00%	192	192	100.00%	966	1,815	53.22%
Wylie	320	430	74.42%	19	19	100.00%	14	14	100.00%	353	463	76.24%
Total Cities	424,954	649,177	65.46%	31,762	73,950	42.95%	95,604	95,604	100.00%	552,320	818,731	67.46%
SCHOOLS												
Carrollton/Farmers Branch	18,877	23,865	79.10%	1,328	3,499	37.95%	6,372	6,372	100.00%	26,577	33,736	78.78%
Cedar Hill	10,882	16,893	64.42%	383	1,298	29.51%	1,227	1,227	100.00%	12,492	19,418	64.33%
Coppell	11,003	16,022	68.67%	716	1,532	46.74%	2,413	2,413	100.00%	14,132	19,967	70.78%
Dallas	151,198	269,435	56.12%	17,758	40,127	44.25%	47,818	47,818	100.00%	216,774	357,380	60.66%
Desoto	11,865	19,445	61.02%	221	1,128	19.59%	1,023	1,023	100.00%	13,109	21,596	60.70%
Duncanville	14,328	20,577	69.63%	597	2,084	28.65%	2,000	2,000	100.00%	16,925	24,661	68.63%
Ferris	0	116	0.00%	100	100	100.00%	14	14	100.00%	114	230	49.57%
Garland	63,466	84,132	75.44%	2,923	6,231	46.91%	6,856	6,856	100.00%	73,245	97,219	75.34%
Grand Prairie	25,006	34,512	72.46%	1,269	4,944	25.67%	3,099	3,099	100.00%	29,374	42,555	69.03%
Grapevine-Colleyville	0	0	0.00%	18	18	100.00%	168	168	100.00%	186	186	100.00%
Highland Park	6,291	10,789	58.31%	227	487	46.61%	1,759	1,759	100.00%	8,277	13,035	63.50%
Irving	20,721	36,969	56.05%	2,306	4,922	46.85%	5,959	5,959	100.00%	28,986	47,850	60.58%
Lancaster	9,045	13,151	68.78%	701	1,776	39.47%	917	917	100.00%	10,663	15,844	67.30%
Mesquite	33,646	47,443	70.92%	1,561	3,330	46.88%	3,657	3,657	100.00%	38,864	54,430	71.40%
Richardson	48,140	57,074	84.35%	1,496	3,402	43.97%	10,418	10,418	100.00%	60,054	70,894	84.71%
Sunnyvale	1,390	2,534	54.85%	208	639	32.55%	437	437	100.00%	2,035	3,610	56.37%
Total Schools	425,858	652,957	65.22%	31,812	75,517	42.13%	94,137	94,137	100.00%	551,807	822,611	67.08%

DALLAS CENTRAL APPRAISAL DISTRICT 2017 PRELIMINARY ESTIMATED REAPPRAISAL PLAN - As of January 2017

ENTITY	RESIDENTIAL			COMMERCIAL			BPP			TOTAL OF ALL DIVISIONS		
	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED
CITIES												
Addison	1,194	2,358	50.64%	686	687	99.85%	3,037	3,037	100.00%	4,917	6,082	80.85%
Balch Springs	2,856	6,875	41.54%	623	964	64.63%	780	780	100.00%	4,259	8,619	49.41%
Carrollton	9,076	12,462	72.83%	1,406	1,778	79.08%	3,728	3,728	100.00%	14,210	17,968	79.09%
Cedar Hill	9,239	16,207	57.01%	698	1,216	57.40%	1,228	1,228	100.00%	11,165	18,651	59.86%
Cockrell Hill	926	926	100.00%	105	105	100.00%	168	168	100.00%	1,199	1,199	100.00%
Combine	209	334	62.57%	75	75	100.00%	13	13	100.00%	297	422	70.38%
Coppell	6,440	12,275	52.46%	672	1,077	62.40%	1,507	1,507	100.00%	8,619	14,859	58.01%
Dallas	155,742	292,124	53.31%	20,883	39,169	53.32%	48,653	48,653	100.00%	225,278	379,946	59.29%
Desoto	7,320	16,935	43.22%	591	1,285	45.99%	1,349	1,349	100.00%	9,260	19,569	47.32%
Duncanville	6,319	11,960	52.83%	737	1,048	70.32%	1,403	1,403	100.00%	8,459	14,411	58.70%
Farmers Branch	6,591	8,116	81.21%	610	1,244	49.04%	3,319	3,319	100.00%	10,520	12,679	82.97%
Ferris	0	0	0.00%	15	15	100.00%	7	7	100.00%	22	22	100.00%
Garland	40,066	64,789	61.84%	2,670	4,709	56.70%	5,839	5,839	100.00%	48,575	75,337	64.48%
Glenn Heights	2,249	3,489	64.46%	20	199	10.05%	87	87	100.00%	2,356	3,775	62.41%
Grand Prairie	24,716	35,977	68.70%	965	4,870	19.82%	2,977	2,977	100.00%	28,658	43,824	65.39%
Grapevine	0	0	0.00%	33	33	100.00%	75	75	100.00%	108	108	100.00%
Highland Park	812	3,447	23.56%	76	76	100.00%	374	374	100.00%	1,262	3,897	32.38%
Hutchins	525	1,379	38.07%	75	421	17.81%	329	329	100.00%	929	2,129	43.64%
Irving	23,126	45,364	50.98%	2,271	5,518	41.16%	8,313	8,313	100.00%	33,710	59,195	56.95%
Lancaster	6,066	12,713	47.71%	562	1,604	35.04%	869	869	100.00%	7,497	15,186	49.37%
Lewisville	186	300	62.00%	10	10	100.00%	17	17	100.00%	213	327	65.14%
Mesquite	31,132	38,221	81.45%	782	2,658	29.42%	3,187	3,187	100.00%	35,101	44,066	79.66%
Ovilla	0	162	0.00%	23	23	100.00%	9	9	100.00%	32	194	16.49%
Richardson	17,874	21,659	82.52%	1,070	1,596	67.04%	4,959	4,959	100.00%	23,903	28,214	84.72%
Rowlett	10,057	17,771	56.59%	372	1,037	35.87%	1,007	1,007	100.00%	11,436	19,815	57.71%
Sachse	3,209	5,592	57.39%	48	325	14.77%	298	298	100.00%	3,555	6,215	57.20%
Seagoville	1,443	5,160	27.97%	786	786	100.00%	447	447	100.00%	2,676	6,393	41.86%
Sunnyvale	1,365	2,467	55.33%	241	629	38.31%	452	452	100.00%	2,058	3,548	58.00%
University Park	1,362	6,940	19.63%	217	320	67.81%	762	762	100.00%	2,341	8,022	29.18%
Wilmer	548	1,544	35.49%	249	250	99.60%	183	183	100.00%	980	1,977	49.57%
Wylie	152	384	39.58%	18	18	100.00%	12	12	100.00%	182	414	43.96%
Total Cities	370,800	647,930	57.23%	37,589	73,745	50.97%	95,388	95,388	100.00%	503,777	817,063	61.66%
SCHOOLS												
Carrollton/Farmers Branch	17,516	23,833	73.49%	2,195	3,484	63.00%	6,293	6,293	100.00%	26,004	33,610	77.37%
Cedar Hill	10,205	16,865	60.51%	700	1,293	54.14%	1,218	1,218	100.00%	12,123	19,376	62.57%
Coppell	8,712	15,760	55.28%	943	1,541	61.19%	2,332	2,332	100.00%	11,987	19,633	61.06%
Dallas	132,682	269,435	49.24%	22,213	39,937	55.62%	48,425	48,425	100.00%	203,320	357,797	56.83%
Desoto	9,055	19,213	47.13%	369	1,129	32.68%	996	996	100.00%	10,420	21,338	48.83%
Duncanville	11,000	20,575	53.46%	862	2,089	41.26%	1,980	1,980	100.00%	13,842	24,644	56.17%
Ferris	0	116	0.00%	99	99	100.00%	17	17	100.00%	116	232	50.00%
Garland	48,678	83,995	57.95%	3,087	6,172	50.02%	6,762	6,762	100.00%	58,527	96,929	60.38%
Grand Prairie	23,979	34,523	69.46%	881	4,795	18.37%	3,018	3,018	100.00%	27,878	42,336	65.85%
Grapevine-Colleyville	0	0	0.00%	18	18	100.00%	155	155	100.00%	173	173	100.00%
Highland Park	2,330	10,789	21.60%	334	483	69.15%	1,839	1,839	100.00%	4,503	13,111	34.35%
Irving	17,196	36,665	46.90%	2,454	4,927	49.81%	5,900	5,900	100.00%	25,550	47,492	53.80%
Lancaster	6,546	13,059	50.13%	710	1,773	40.05%	881	881	100.00%	8,137	15,713	51.79%
Mesquite	34,783	47,379	73.41%	1,123	3,318	33.85%	3,592	3,592	100.00%	39,498	54,289	72.76%
Richardson	46,147	57,011	80.94%	2,303	3,388	67.98%	10,097	10,097	100.00%	58,547	70,496	83.05%
Sunnyvale	1,365	2,467	55.33%	253	642	39.41%	451	451	100.00%	2,069	3,560	58.12%
Total Schools	370,194	651,685	56.81%	38,544	75,088	51.33%	93,956	93,956	100.00%	502,694	820,729	61.25%

DALLAS CENTRAL APPRAISAL DISTRICT 2016 PRELIMINARY ESTIMATED REAPPRAISAL PLAN - As of January 2016 .

ENTITY	RESIDENTIAL			COMMERCIAL			BPP			TOTAL OF ALL DIVISIONS		
	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED	ACCOUNTS REAPPRAISED	TOTAL NUMBER OF ACCOUNTS	PERCENT REAPPRAISED
CITIES												
Addison	1,716	2,358	72.77%	229	688	33.28%	3,049	3,049	100.00%	4,994	6,095	81.94%
Balch Springs	3,435	6,830	50.29%	317	952	33.30%	789	789	100.00%	4,541	8,571	52.98%
Carrollton	11,106	12,458	89.15%	576	1,782	32.32%	3,689	3,689	100.00%	15,371	17,929	85.73%
Cedar Hill	9,981	16,218	61.54%	319	1,201	26.56%	1,269	1,269	100.00%	11,569	18,688	61.91%
Cockrell Hill	511	929	55.01%	103	103	100.00%	182	182	100.00%	796	1,214	65.57%
Combine	0	331	0.00%	75	75	100.00%	17	17	100.00%	92	423	21.75%
Coppell	8,671	12,254	70.76%	319	1,070	29.81%	1,523	1,523	100.00%	10,513	14,847	70.81%
Dallas	186,607	291,741	63.96%	14,057	39,155	35.90%	48,701	48,701	100.00%	249,365	379,597	65.69%
Desoto	11,292	16,902	66.81%	691	1,285	53.77%	1,338	1,338	100.00%	13,321	19,525	68.23%
Duncanville	8,596	11,958	71.88%	246	1,050	23.43%	1,445	1,445	100.00%	10,287	14,453	71.18%
Farmers Branch	7,218	8,081	89.32%	614	1,240	49.52%	3,150	3,150	100.00%	10,982	12,471	88.06%
Ferris	0	0	0.00%	15	15	100.00%	7	7	100.00%	22	22	100.00%
Garland	53,742	64,519	83.30%	2,278	4,719	48.27%	5,766	5,766	100.00%	61,786	75,004	82.38%
Glenn Heights	1,344	3,465	38.79%	200	200	100.00%	89	89	100.00%	1,633	3,754	43.50%
Grand Prairie	25,876	35,920	72.04%	1,147	4,304	26.65%	2,992	2,992	100.00%	30,015	43,216	69.45%
Grapevine	0	0	0.00%	28	28	100.00%	74	74	100.00%	102	102	100.00%
Highland Park	2,636	3,407	77.37%	76	76	100.00%	375	375	100.00%	3,087	3,858	80.02%
Hutchins	119	1,378	8.64%	393	400	98.25%	297	297	100.00%	809	2,075	38.99%
Irving	26,858	44,867	59.86%	2,252	5,534	40.69%	8,343	8,343	100.00%	37,453	58,744	63.76%
Lancaster	8,596	12,718	67.59%	545	1,598	34.11%	845	845	100.00%	9,986	15,161	65.87%
Lewisville	186	300	62.00%	10	10	100.00%	17	17	100.00%	213	327	65.14%
Mesquite	31,767	38,175	83.21%	988	2,630	37.57%	3,231	3,231	100.00%	35,986	44,036	81.72%
Ovilla	0	162	0.00%	23	23	100.00%	10	10	100.00%	33	195	16.92%
Richardson	19,729	21,764	90.65%	354	1,599	22.14%	4,856	4,856	100.00%	24,939	28,219	88.38%
Rowlett	14,316	17,619	81.25%	384	1,028	37.35%	982	982	100.00%	15,682	19,629	79.89%
Sachse	4,397	5,447	80.72%	108	326	33.13%	283	283	100.00%	4,788	6,056	79.06%
Seagoville	2,037	5,034	40.46%	258	775	33.29%	458	458	100.00%	2,753	6,267	43.93%
Sunnyvale	1,543	2,419	63.79%	194	625	31.04%	435	435	100.00%	2,172	3,479	62.43%
University Park	6,400	6,934	92.30%	236	317	74.45%	793	793	100.00%	7,429	8,044	92.35%
Wilmer	543	1,534	35.40%	82	246	33.33%	165	165	100.00%	790	1,945	40.62%
Wylie	93	317	29.34%	14	14	100.00%	12	12	100.00%	119	343	34.69%
Total Cities	449,315	646,039	69.55%	27,131	73,068	37.13%	95,182	95,182	100.00%	571,628	814,289	70.20%
SCHOOLS												
Carrollton/Farmers Branch	20,912	23,621	88.53%	1,786	3,494	51.12%	6,198	6,198	100.00%	28,896	33,313	86.74%
Cedar Hill	10,521	16,879	62.33%	332	1,275	26.04%	1,256	1,256	100.00%	12,109	19,410	62.39%
Coppell	11,315	15,508	72.96%	617	1,487	41.49%	2,320	2,320	100.00%	14,252	19,315	73.79%
Dallas	163,877	268,970	60.93%	13,734	39,893	34.43%	48,241	48,241	100.00%	225,852	357,104	63.25%
Desoto	11,838	19,157	61.79%	544	1,127	48.27%	990	990	100.00%	13,372	21,274	62.86%
Duncanville	13,781	20,539	67.10%	865	2,103	41.13%	2,029	2,029	100.00%	16,675	24,671	67.59%
Ferris	0	115	0.00%	98	98	100.00%	15	15	100.00%	113	228	49.56%
Garland	67,898	83,334	81.48%	2,682	6,174	43.44%	6,655	6,655	100.00%	77,235	96,163	80.32%
Grand Prairie	25,729	34,526	74.52%	1,138	4,227	26.92%	3,039	3,039	100.00%	29,906	41,792	71.56%
Grapevine-Colleyville	0	0	0.00%	18	18	100.00%	157	157	100.00%	175	175	100.00%
Highland Park	9,038	10,744	84.12%	335	478	70.08%	1,919	1,919	100.00%	11,292	13,141	85.93%
Irving	18,723	36,510	51.28%	1,024	4,946	20.70%	5,921	5,921	100.00%	25,668	47,377	54.18%
Lancaster	9,231	13,066	70.65%	591	1,768	33.43%	833	833	100.00%	10,655	15,667	68.01%
Mesquite	35,707	47,087	75.83%	986	3,280	30.06%	3,629	3,629	100.00%	40,322	53,996	74.68%
Richardson	49,444	57,314	86.27%	981	3,395	28.90%	10,112	10,112	100.00%	60,537	70,821	85.48%
Sunnyvale	1,543	2,419	63.79%	195	638	30.56%	434	434	100.00%	2,172	3,491	62.22%
Total Schools	449,557	649,789	69.19%	25,926	74,401	34.85%	93,748	93,748	100.00%	569,231	817,938	69.59%

Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **FY 2017-18 Financial Forecast Report**

Please find attached the Financial Forecast Report based on information through January 2018.

We currently forecast General Fund revenues will exceed expenses at the end of the fiscal year by \$0.8 million. Revenues are forecast to be \$3.1 million above budget primarily due to franchise fees, penalties and interest on property tax, and a new contract with the State Fair for patrol services. Expenses are forecast to be \$2.3 million above budget due to uniform overtime.

Details related to other budget variances may be found throughout the report. We will continue to closely monitor revenues and expenditures and keep you informed.

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

M. Elizabeth Reich
Chief Financial Officer

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

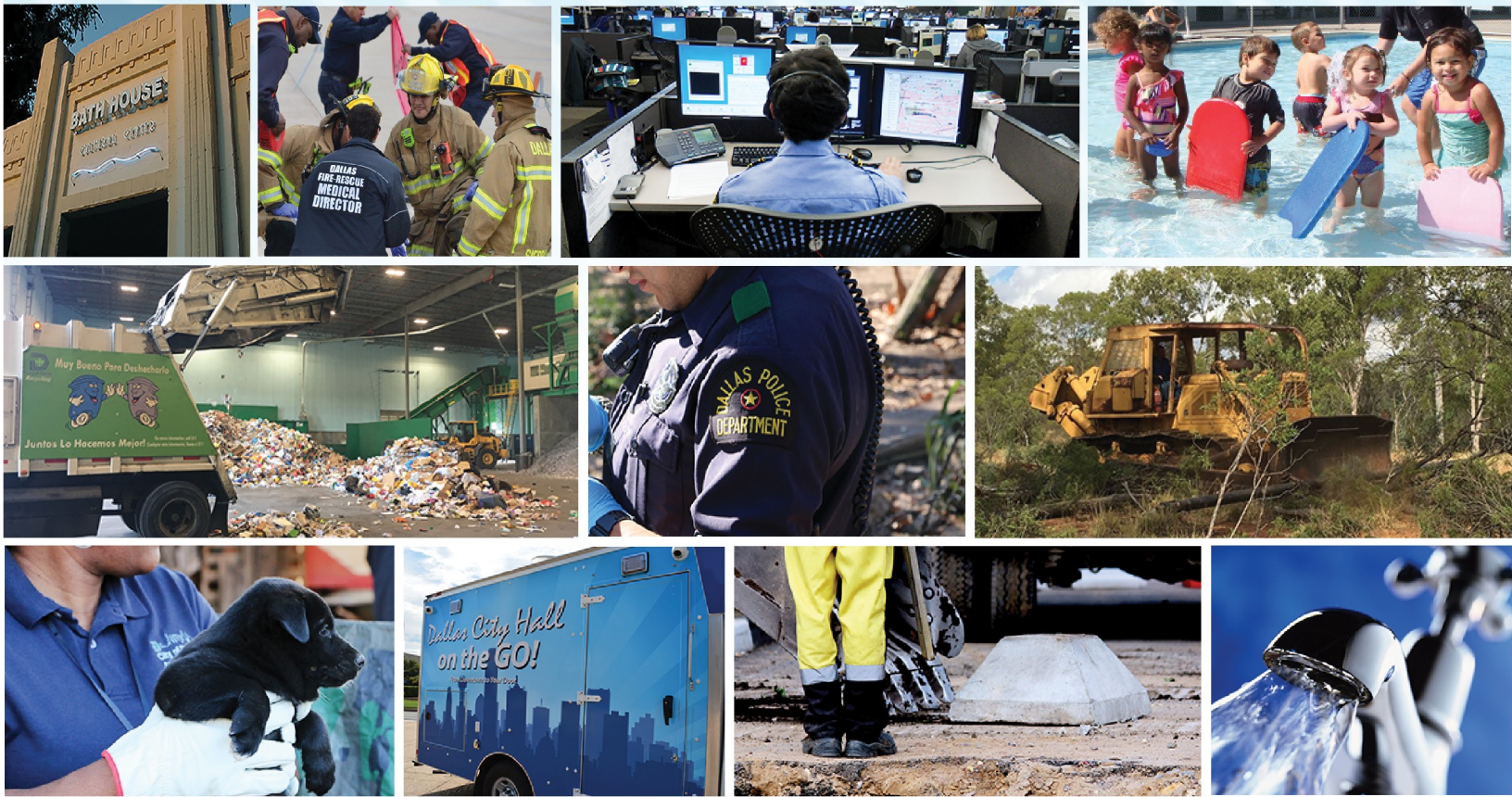
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant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



FY 2017-18 FINANCIAL FORECAST REPORT

Information as of January 31, 2018

SERVICE FIRST



GENERAL FUND OVERVIEW

As of January 31, 2018

	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$160,617,192	\$160,617,192	\$160,617,192	\$ 160,617,192	\$0
Revenues	1,276,420,942	1,278,320,588	508,444,142	1,281,444,525	3,123,937
Expenditures	1,276,420,942	1,278,320,588	394,532,049	1,280,619,720	2,299,132
Ending Fund Balance	\$160,617,192	\$160,617,192	\$274,529,285	\$161,441,997	\$824,805

SUMMARY

The General Fund overview provides a summary of financial activity through January 31, 2018. The Adopted Budget reflects the budget adopted by City Council on September 20, 2017 effective October 1 through September 30. The Amended Budget column reflects City Council approved transfers between funds and programs and approved use of contingency. The summary includes the beginning fund balance with the YE revenue and expenditure forecasts. As of January 31, 2018, the beginning fund balance represents the FY 2016-17 unaudited projected ending fund balance and does not reflect additional year-end savings anticipated at FY 2016-17 year-end. It is anticipated that there will be adjustments to the FY 2017-18 Amended Beginning Fund balance after FY 2016-17 audited statements become available in April 2018.

Revenues. Through January 31, 2018, General Fund revenues are projected to be above budget by \$3.1 million primarily due to fiber optic and electric franchise fees, penalties and interest on property tax, and a new contract with the State Fair for patrol services.

Expenditures. Through January 31, 2018, General Fund expenditures are projected to be over budget by \$2.3 million due to overtime in Dallas Fire Rescue (DFR). Most departments are under budget as a result of vacancies. The General Fund budget was increased on October 25, 2017 by resolution #17-1652 in the amount of \$120,000 for a Regional Assessment of Fair Housing, on November 8, 2017 by resolution #17-1735 in the amount of \$139,000 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wylie Theatre, and on January 17, 2018 by resolution #18-0125 in the amount of \$1,640,679 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year.

GENERAL FUND REVENUES

As of January 31, 2018

Revenue Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Property Tax ¹	\$652,067,958	\$652,067,958	\$345,903,698	\$652,929,043	\$861,085
Sales Tax ²	303,349,086	303,349,086	78,328,387	303,514,496	165,410
Franchise & Other ³	135,319,609	135,319,609	49,603,399	136,625,462	1,305,853
Charges for Services ⁴	103,578,036	103,578,036	20,977,724	104,622,674	1,044,638
Fines and Forfeitures ⁵	36,515,082	36,515,082	7,488,270	35,605,592	(909,490)
Operating Transfers In ⁶	22,777,865	24,557,948	139,404	24,557,948	0
Intergovernmental	9,548,046	9,667,609	617,637	9,722,215	54,606
Miscellaneous	6,580,004	6,580,004	2,271,009	6,681,654	101,650
Licenses & Permits	4,668,685	4,668,685	2,506,715	4,667,811	(874)
Interest ⁷	2,016,571	2,016,571	607,899	2,517,630	501,059
Total Revenue	\$1,276,420,942	\$1,278,320,588	\$508,444,142	\$1,281,444,525	\$3,123,937

VARIANCE NOTES

General Fund revenue variance notes are provided below for revenue categories with year-end (YE) forecast variances of +/- five percent and revenue with an Amended Budget.

1 Property Tax. Property tax revenues are forecast to be 0.13 percent (\$861,000) greater than budget based on penalties and interest trending above average.

2 Sales Tax. Sales tax revenues are forecast to be 0.2 percent (\$165,400) greater than budget based on most recent sales tax receipts. Sales tax receipts have increased by 3.2 percent over the most recent 12 months.

3 Franchise and Other. Franchise and Other revenues are projected to be \$1.3 million over budget primary due to fiber optic and electric franchise fees.

4 Charges for Service. Charges for services revenues are forecast to be 1.01 percent (\$1 million) greater than budget primarily due to new agreement signed with State Fair for police patrol services in which FY 2017-18 received revenue for both FY 2015-16 and 2016-17 State Fairs.

5 Fines and Forfeitures. Fines and forfeitures are projected to be \$910,000 under budget as a result of a decrease in parking citations issued due to staff turnover in the Parking Management and Enforcement division of Transportation.

6 Operating Transfer In. Operating Transfer In was amended on November 8, 2017 by CR# 17-1735 (approved use of contingency reserve funds) to reimburse the ATTPAC for emergency flood remediation and repairs at the Dee and Charles Wylly Theatre. CR# 18-0125 amended Operating Transfers In (approved use of contingency) on January 17, 2018 to appropriate funds for the Dallas County Schools Dissolution Committee Crossing Guard payroll settlement.

7 Interest. Interest earned revenues are projected to be \$500,000 over budget based on current trends.

GENERAL FUND EXPENDITURES

As of January 31, 2018

Expenditure Category	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	\$236,580,308	\$70,842,098	\$233,480,093	(\$3,100,215)
Civilian Overtime	6,087,198	2,746,607	7,728,692	1,641,494
Civilian Pension	33,951,878	10,320,418	33,379,837	(572,041)
Uniform Pay	401,698,616	124,444,892	393,667,663	(8,030,953)
Uniform Overtime	32,197,371	15,930,124	43,964,145	11,766,774
Uniform Pension	153,665,564	46,628,233	153,665,564	0
Health Benefits	62,812,518	23,021,419	62,812,518	0
Workers Comp	10,211,638	0	10,211,638	0
Other Personnel Services	13,310,573	3,158,711	13,477,172	166,599
Total Personnel Services ¹	950,515,664	297,092,501	952,387,322	1,871,658
Supplies ²	77,670,996	23,890,779	77,709,414	38,418
Contractual Services ³	340,431,842	77,374,790	345,089,810	4,657,968
Capital Outlay ⁴	8,329,492	2,112,332	8,933,247	603,755
Reimbursements ⁵	(98,627,406)	(5,938,353)	(103,500,073)	(4,872,667)
Total Expenditures	\$1,278,320,588	\$394,532,049	\$1,280,619,720	\$2,299,132

VARIANCE NOTES

1 Personnel Services. Year-end forecast variance of \$2 million is due to greater than budgeted uniform overtime expenses. Uniform overtime YE forecast assumes \$8.6 million for the Dallas Police Department and \$3.1 million for Dallas Fire Rescue. Uniform pension YE forecast equals budget and includes the \$150.7 million contribution required to fund the police and fire pension as enacted by the Texas State Legislature through House Bill 3158, and additional funding for supplemental pension.

2 Supplies. Current year-end forecast is at budget.

3 Contractual Services. Current year-end forecast is \$4.7 million over budget due to approved use of personnel services savings for contract temporary help (\$1.2 million), day labor (\$320,000), and contract services that are providing personnel to accomplish the department services, including:

- \$963,000 Dallas Fire Rescue unbudgeted increase in emergency ambulance supplement contract payment;
- \$535,000 Equipment and Building Services overrun for unexpected contract repairs and emergency facility call-outs; and
- \$430,000 Office of Cultural Affairs overrun for stagehand labor services at the Majestic.

4 Capital Outlay. Current year-end forecast is \$603,000 over budget due primarily to vehicles purchased by Dallas Animal Services that will be reimbursed by an unbudgeted reimbursement and an approved purchase of a nuisance abatement brush truck using salary savings in Code Compliance.

5 Reimbursements. General Fund reimbursements reflects contributions from various agencies, including federal and state funds, internal service fund departments, and enterprise fund departments. Current year-end forecasts are \$4.9 million greater than budget, primarily due to:

- \$1.7 million greater than budgeted reimbursement to the Dallas Police Department from the 9-1-1 System Operations Fund and \$720,000 reimbursement from a Police Donation Fund for overtime expenses incurred in FY 2016-17 for increased patrols in the Oak Lawn area;

VARIANCE NOTES

- \$948,000 greater than budgeted reimbursement to Dallas Fire Rescue from Building Inspections for new construction inspections and Aviation for two full-time paramedics assigned to Love Field Airport;
- \$401,000 Office of Cultural Affairs greater than budgeted reimbursement from the Hotel Occupancy Tax Fund;
- \$350,000 Dallas Animal Services reimbursement from a special revenue fund for vehicles;
- \$151,000 Courts and Detention Services unbudgeted reimbursement from the City Attorney's Office for three full-time staff dedicated to the Community Courts; and
- \$123,000 Park and Recreation greater than budgeted reimbursement for overtime work at Fair Park performed by Facility Services.

GENERAL FUND EXPENDITURES

As of January 31, 2018

Expenditure By Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Building Services ¹	\$28,590,583	\$28,590,583	\$10,022,094	\$29,045,844	\$455,261
City Attorney's Office	16,788,175	16,788,175	5,347,002	16,702,970	(85,205)
City Auditor's Office ²	3,360,043	3,360,043	957,755	3,212,620	(147,423)
City Controller's Office ³	5,351,812	5,379,331	1,735,253	5,379,331	0
Independent Audit	891,157	891,157	0	891,157	0
City Manager's Office	2,266,902	2,266,902	804,505	2,266,902	0
City Secretary ⁴	2,367,327	2,632,693	819,218	2,607,855	(24,838)
Civil Services	3,080,815	3,080,815	918,948	3,009,095	(71,720)
Code Compliance	30,438,826	30,438,826	9,387,627	30,438,826	0
Court Services	11,627,393	11,627,393	3,663,165	11,610,200	(17,193)
Jail Contract	8,484,644	8,484,644	2,121,161	8,484,644	0
Dallas Animal Services	14,007,159	14,007,159	4,595,317	13,956,557	(50,602)
Dallas Fire Department ⁵	267,026,909	267,026,909	89,103,422	270,286,430	3,259,521
Dallas Police Department ⁶	465,522,805	464,763,484	145,687,994	464,763,484	0
Housing and Neighborhood Services ⁷	3,668,283	3,668,283	930,526	3,711,784	43,501
Human Resources	5,234,618	5,234,618	1,819,992	5,157,241	(77,377)
Judiciary	3,454,079	3,454,079	1,158,768	3,454,079	0
Library	31,279,877	31,279,877	9,999,751	30,798,856	(481,021)
Office of Management Services					
311 Customer Services ⁸	3,509,120	3,509,120	1,011,074	3,534,041	24,921
Center for Performance Excellence ⁹	1,265,811	1,265,811	538,653	1,182,958	(82,853)
Council Agenda Office	224,495	224,495	73,823	224,495	0
EMS Compliance Program	340,988	340,988	91,299	339,758	(1,230)
Ethics and Diversity	97,631	97,631	672	97,631	0
Fair Housing ¹⁰	278,274	397,837	198,039	397,837	0
Office of Strategic Partnerships ¹¹	726,947	3,126,947	294,576	3,072,366	(54,581)
Office of Business Diversity ¹²	793,297	793,297	223,709	726,654	(66,643)
Office of Community Care	4,932,564	4,932,564	1,129,567	4,932,564	0
Office of Emergency Management	715,020	715,020	303,786	715,020	0
Office of Environmental Quality	1,197,487	1,197,487	1,129,337	1,177,188	(20,299)
Office of Homeless Solutions	10,081,328	10,081,328	5,704,122	10,076,832	(4,496)
Public Affairs and Outreach ¹³	1,666,011	1,400,645	394,767	1,400,645	0
Resiliency Office	353,875	353,875	108,735	353,875	0
Welcoming Communities	428,845	428,845	112,330	428,845	0
Mayor and City Council	4,820,561	4,820,561	1,509,220	4,820,561	0
Non-Departmental	77,323,336	77,323,336	4,531,463	77,323,336	0
Office of Budget	3,406,338	3,406,338	1,037,982	3,400,564	(5,774)
Office of Cultural Affairs ¹⁴	20,268,063	20,407,467	10,681,486	20,407,467	0
Office of Economic Development	4,840,594	4,840,594	1,520,828	4,840,594	0
Park and Recreation ¹⁵	98,005,546	98,005,546	34,695,464	98,260,618	255,072
Planning and Urban Design	2,911,297	2,911,297	877,824	2,905,028	(6,269)
Procurement Services	2,389,442	2,389,442	775,145	2,353,348	(36,094)
Public Works	73,137,927	73,137,927	25,402,238	72,867,756	(270,171)
Sustainable Development	1,656,869	1,656,869	926,575	1,617,753	(39,116)
Transportation	44,325,574	44,325,574	11,908,652	44,129,335	(196,239)
Trinity Watershed Management	1,302,754	1,302,754	278,186	1,302,754	0
Total Departments	\$1,264,441,401	\$1,266,368,566	\$394,532,049	\$1,268,667,698	\$2,299,132
Liability/Claim Fund Transfer	4,642,666	4,642,666	0	4,642,666	0
Contingency Reserve	4,686,875	4,686,875	0	4,686,875	0
Salary and Benefit Reserve ¹⁶	2,650,000	2,622,481	0	2,622,481	0
Total Expenditures	\$1,276,420,942	\$1,278,320,588	\$394,532,049	\$1,280,619,720	\$2,299,132

VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, departments with an Amended Budget, and for departments with YE forecast projected to exceed budget.

1 Building Services. Building Services expenditures are forecast to be \$455,000 over budget due to overtime, unbudgeted vacation/sick termination payments, unexpected contract repairs, emergency facility call-outs, and greater than budgeted custodial supplies needed to clean 22 buildings that were previously serviced by contract staff.

2 City Auditor's Office. City Auditor's Office expenditures are forecast to be \$147,000 below budget due to salary savings associated with attrition, including four vacancies planned to be filled in the second quarter of the fiscal year.

3 City Controller's Office. Salary and Benefit Reserve funds totaling \$27,500 were allocated to the City Controller's Office.

4 City Secretary. City Secretary Office's budget was increased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred from the Office of Management Services (Public Affairs and Outreach).

5 Dallas Fire Department. Dallas Fire Department expenditures are forecast to be \$3.2 million over budget primarily driven by increased uniform overtime due to higher than expected attrition in January. Vacation/sick termination pay is also higher than expected due to attrition. Additionally, a budgeted increase in revenue from the Ambulance Supplemental Payment Program caused a corresponding, greater than budgeted increase in billing and consulting fees.

6 Dallas Police Department. Dallas Police Department budget was decreased by \$759,000 on January 17, 2018 by CR 18-0125 from the Child Safety Funds held by the Dallas Police Department to Management Services (Office of Strategic Partnerships).

7 Housing and Neighborhood Services. Housing and Neighborhood Services expenditures are forecast to be \$44,000 over budget due to repayment of ineligible CDBG grant program expenses and unbudgeted sick/vacation termination payments.

8 311 Customer Services. 311 Customer Services is forecast to be \$24,000 over budget due to an increase in usage of the language line for non-English speaking 311 customers calling in for assistance with city services due to call routing issues. 311 Customer Services will continue to monitor this expense.

9 Center for Performance Excellence. Center for Performance Excellence expenditures are forecast to be \$83,000 under budget primarily due to salary and benefit savings associated with current employee salaries for two FTE(s) being lower than anticipated.

10 Fair Housing Office. Fair Housing Office budget was increased by \$120,000 on October 25, 2017 by CR#17-1652 for a Regional Assessment of Fair Housing.

11 Office of Strategic Partnerships. Office of Strategic Partnerships budget was increased by \$2.4 million on January 17, 2018 by CR #18-0125 to appropriate funds for the Dallas County School Dissolution Committee Crossing Guard payroll.

12 Office of Business Diversity. Office of Business Diversity expenditures are forecast to be \$66,000 below budget due to salary savings associated with vacancies.

13 Public Affairs and Outreach. Public Affairs and Outreach budget was decreased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred to the City Secretary.

VARIANCE NOTES

14 Office of Cultural Affairs. Office of Cultural Affairs budget was increased by \$139,000 on November 8, 2017 by CR# 17-1735 (approved use of contingency reserve funds) to reimburse the ATTPAC for emergency flood remediation and repairs at the Dee and Charles Wylly Theatre.

15 Park and Recreation. Park and Recreation expenditures are forecast to be \$255,000 over budget due to unbudgeted vacation/sick termination payments. Additional attrition throughout the year may offset this overage.

16 Salary and Benefit Reserve. Salary and Benefit Reserve funds totaling \$27,500 were allocated to the City Controller's Office.

ENTERPRISE FUNDS

As of January 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
AVIATION¹					
Beginning Fund Balance	\$10,469,442	\$10,469,442	\$10,469,442	\$10,469,442	\$0
Total Revenues:	127,028,405	127,028,405	38,429,160	125,153,462	(1,874,943)
Total Expenditures:	127,028,405	127,028,405	20,835,584	127,008,672	(19,733)
Ending Fund Balance	\$10,469,442	\$10,469,442	\$28,063,018	\$8,614,232	(\$1,855,210)
CONVENTION AND EVENT SERVICES²					
Beginning Fund Balance	\$32,258,124	\$32,258,124	\$32,258,124	\$32,258,124	\$0
Total Revenues:	97,787,266	97,787,266	25,661,073	101,843,009	4,055,743
Total Expenditures:	97,787,266	97,787,266	24,718,080	100,994,548	3,207,282
Ending Fund Balance	\$32,258,124	\$32,258,124	\$33,201,117	\$33,106,585	\$848,461
MUNICIPAL RADIO					
Beginning Fund Balance	\$1,217,847	\$1,217,847	\$1,217,847	\$1,217,847	\$0
Total Revenues:	2,098,813	2,098,813	511,352	2,052,043	(46,770)
Total Expenditures:	2,051,318	2,051,318	794,623	2,015,657	(35,661)
Ending Fund Balance	\$1,265,342	\$1,265,342	\$934,576	\$1,254,233	(\$11,109)
SANITATION SERVICES³					
Beginning Fund Balance	\$15,052,459	\$15,052,459	\$15,052,459	\$15,052,459	\$0
Total Revenues:	102,279,097	102,279,097	37,635,173	106,353,064	4,073,967
Total Expenditures:	102,279,097	102,279,097	24,535,603	102,279,097	0
Ending Fund Balance	\$15,052,459	\$15,052,459	\$28,152,029	\$19,126,426	\$4,073,967
STORM DRAINAGE MANAGEMENT					
Beginning Fund Balance	\$4,546,490	\$4,546,490	\$4,546,490	\$4,546,490	\$0
Total Revenues:	55,987,895	55,987,895	18,516,676	55,626,221	(361,674)
Total Expenditures:	55,936,837	55,936,837	10,085,407	55,642,236	(294,601)
Ending Fund Balance	\$4,597,548	\$4,597,548	\$12,977,758	\$4,530,476	(\$67,072)
SUSTAINABLE DEVELOPMENT AND CONSTRUCTION⁴					
Beginning Fund Balance	\$37,809,029	\$37,809,029	\$37,809,029	\$37,809,029	\$0
Total Revenues:	31,711,218	31,711,218	10,645,796	31,590,429	(120,789)
Total Expenditures:	32,376,190	32,376,190	8,603,830	32,377,315	1,125
Ending Fund Balance	\$37,144,057	\$37,144,057	\$39,850,996	\$37,022,142	(\$121,915)
Note: FY 2017-18 Budget reflects planned use of fund balance.					
WATER UTILITIES⁵					
Beginning Fund Balance	\$84,788,025	\$84,788,025	\$84,788,025	\$84,788,025	\$0
Total Revenues:	667,471,388	667,471,388	219,384,104	667,471,388	0
Total Expenditures:	667,471,388	667,471,388	177,088,558	643,354,393	(24,116,995)
Ending Fund Balance	\$84,788,025	\$84,788,025	\$127,083,570	\$108,905,021	\$24,116,996

INTERNAL SERVICES FUNDS

As of January 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
INFORMATION TECHNOLOGY⁶					
Beginning Fund Balance	\$10,959,687	\$10,959,687	\$10,959,687	\$10,959,687	\$0
Total Revenues:	67,963,283	67,963,283	15,593,548	67,963,283	0
Total Expenditures:	70,242,680	70,242,680	29,858,146	69,913,284	(329,396)
Ending Fund Balance	\$8,680,290	\$8,680,290	(\$3,304,911)	\$9,009,686	\$329,396
Note: FY 2017-18 Budget reflects planned use of fund balance.					
RADIO SERVICES					
Beginning Fund Balance	\$2,537,356	\$2,537,356	\$2,537,356	\$2,537,356	\$0
Total Revenues:	4,823,063	4,823,063	505,818	4,823,063	0
Total Expenditures:	4,823,063	4,823,063	1,330,168	4,783,920	(39,143)
Ending Fund Balance	\$2,537,356	\$2,537,356	\$1,713,006	\$2,576,499	\$39,143
EQUIPMENT SERVICES⁷					
Beginning Fund Balance	\$5,611,863	\$5,611,863	\$5,611,863	\$5,611,863	\$0
Total Revenues:	52,652,059	52,652,059	12,626,453	54,397,399	1,745,340
Total Expenditures:	52,652,059	52,652,059	12,841,540	52,652,059	0
Ending Fund Balance	\$5,611,863	\$5,611,863	\$5,396,776	\$7,357,203	\$1,745,340
EXPRESS BUSINESS CENTER⁸					
Beginning Fund Balance	\$2,011,100	\$2,011,100	\$2,011,100	\$2,011,100	\$0
Total Revenues:	4,231,450	4,231,450	1,239,002	2,888,936	(1,342,514)
Total Expenditures:	3,740,420	3,740,420	635,108	2,407,473	(1,332,947)
Ending Fund Balance	\$2,502,130	\$2,502,130	\$2,614,994	\$2,492,563	(\$9,567)

OTHER FUNDS

As of January 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
9-1-1 SYSTEM OPERATIONS⁹					
Beginning Fund Balance	\$5,941,912	\$5,941,912	\$5,941,912	\$5,941,912	\$0
Total Revenues:	12,539,195	12,539,195	3,700,549	12,085,612	(453,583)
Total Expenditures:	15,048,378	15,048,378	2,106,271	16,735,001	1,686,623
Ending Fund Balance	\$3,432,729	\$3,432,729	\$7,536,190	\$1,292,523	(\$2,140,206)
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DEBT SERVICE					
Beginning Fund Balance	\$13,769,804	\$13,769,804	\$13,769,804	\$13,769,804	\$0
Total Revenues:	278,149,358	278,149,358	138,258,603	278,149,358	0
Total Expenditures:	267,322,998	267,322,998	0	267,322,998	0
Ending Fund Balance	\$24,596,164	\$24,596,164	\$152,028,407	\$24,596,164	\$0
EMPLOYEE BENEFITS¹⁰					
City Contributions	\$86,088,120	\$86,088,120	\$34,727,553	\$86,088,120	\$0
Employee Contributions	38,086,396	38,086,396	13,635,519	38,086,396	0
Retiree	30,118,491	30,118,491	8,879,640	30,118,491	0
Other	0	0	(13,718)	(11,513)	(11,513)
Total Revenues:	154,293,007	154,293,007	57,228,994	154,281,494	(11,513)
Total Expenditures:	\$154,293,007	\$154,293,007	\$32,459,112	\$154,293,007	\$0
Note: The FY 2017-18 YE forecast reflect claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported claims (IBNR).					
RISK MANAGEMENT¹¹					
Worker's Compensation	\$13,219,304	\$13,219,304	\$224,384	\$13,219,304	\$0
Third Party Liability	10,203,093	10,203,093	253,521	10,203,093	0
Purchased Insurance	3,090,183	3,090,183	(529)	3,090,183	0
Interest and Other	406,970	406,970	0	406,970	0
Total Revenues:	26,919,550	26,919,550	477,375	26,919,550	0
Total Expenditures:	\$29,406,225	\$29,406,225	\$6,146,535	\$29,406,225	\$0
Note: The FY 2017-18 YE forecast reflect claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects the total current liability for Risk Management (Worker's Compensation/Liability/Property Insurance).					

VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summary includes the beginning fund balance with the YE revenue and expenditure forecasts. As of January 31, 2018, the beginning fund balance represents the FY 2016-17 unaudited ending fund balance and does not reflect projected year-end savings anticipated at FY 2016-17 year-end. It is anticipated that there will be adjustments to the FY 2017-18 Amended Beginning Fund balance after FY 2016-17 audited statements become available in April 2018. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, funds with YE forecast projected to exceed budget, and funds with projected use of fund balance.

1 Aviation. Aviation revenues are projected to be \$1.9 million less than budget due to the postponement of the AVI "Fuel Sale" initiative project at Dallas Executive Airport.

2 Convention and Event Services. Convention and Event Services revenues are projected to exceed budget by \$4.0 million primarily due to heavier than anticipated use of catering services at various national corporate events held at the Convention Center. Expenditures are projected to be \$3.2 million greater than budget primarily due to a \$2 million increase in Food Service expenses associated with the increase in catering service revenues, an additional \$1.9 million Capital Construction transfer, and \$600,000 in electrical equipment purchases approved by City Council.

3 Sanitation Services. Sanitation Services revenues are projected \$4.1 million over budget due to private disposal fees at the landfill.

4 Sustainable Development and Construction. Sustainable Development and Construction FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

5 Water Utilities. Water Utilities expenditures are projected to be \$24.1 million less than budget due to a settlement of potential litigation with Sabine River Authority (SRA) that was budgeted at \$24.1 million. The savings will be used to minimize future rate increases. City Council was briefed on this topic in February 2018.

6 Information Technology. Information Technology FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

7 Equipment Services. Equipment Services revenues are projected to exceed budget by \$1.7 million primarily due to an increase in the rental rate charged to Sanitation for retained vehicles. Retained vehicles are units that were replaced but departments later opted to keep, along with the replacement unit.

8 Express Business Center. Express Business Center expenditures and revenues are projected to be \$1.3 million less than budget due to transfer of the water bill printing services to Dallas Water Utilities (DWU) at the end of September 2017. Water bill printing services will be provided by a vendor and expensed in DWU.

9 9-1-1 System Operations. 9-1-1 System Operations FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance and a \$1.8 million greater than budgeted reimbursement to the Dallas Police Department. The YE forecast decline in revenue is due to decreases in residential and commercial wireline services.

10 Employee Benefits. Employee Benefits FY 2017-18 YE forecast expenditures will exceed revenue due to an unbudgeted refund.

11 Risk Management. Risk Management FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.



City of Dallas Contact Information

Financial Transparency

financialtransparency@dallascityhall.com

Dallas City Hall

1500 Marilla St.

Room 4-F-North

Dallas, Texas 75201

[Phone: \(214\) 670-3659](tel:(214)670-3659)

Fax: (214) 670-7008



Memorandum



CITY OF DALLAS

DATE March 15, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **December 31, 2017 Quarterly Investment Report**

The City of Dallas Investment Policy, in accordance with the Texas Public Funds Investment Act, requires that the City Council and City Manager receive quarterly investment reports. The purpose of this report is to provide a means for Council members, Council committee members, and staff to regularly review and monitor the City's investment position, and to demonstrate compliance with the City's Investment Policy and the Public Funds Investment Act. We have included summary reports on each of the City's individual portfolios, as well as summary information on the combined portfolio.

For the quarter ended December 31, 2017, the City's individual portfolios and the combined portfolio are in compliance with the relevant provisions of the Public Funds Investment Act and the investment strategies adopted in Sec. 17.0 of the City's Investment Policy.

Please let me know if you need additional information.

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

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of the City Council	Jon Fortune, Assistant City Manager
T.C. Broadnax, City Manager	Joey Zapata, Assistant City Manager
Larry Casto, City Attorney	Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)
Craig D. Kinton, City Auditor	Nadia Chandler Hardy, Chief of Community Services
Biliera Johnson, City Secretary (Interim)	Raquel Favela, Chief of Economic Development & Neighborhood Services
Daniel F. Solis, Administrative Judge	Theresa O'Donnell, Chief of Resilience
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager	Directors and Assistant Directors
Majed A. Al-Ghafry, Assistant City Manager	



CITY OF DALLAS

December 31, 2017

QUARTERLY INVESTMENT REPORT

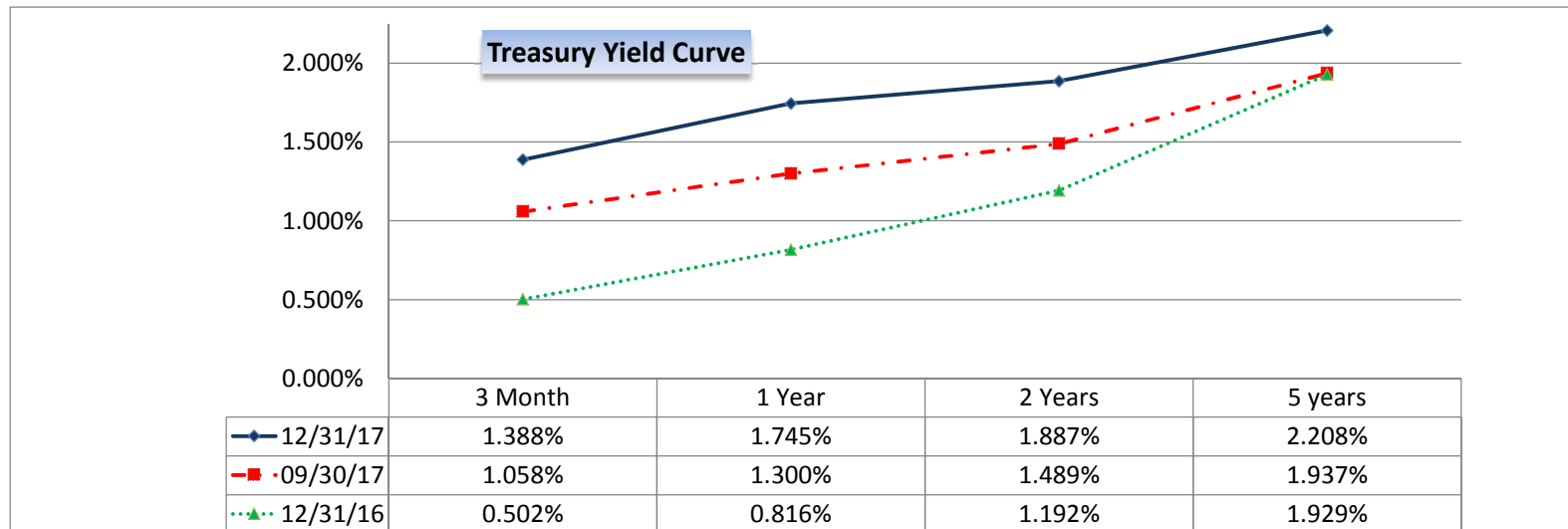
Quarterly National Economic and Market Update
 Quarter Ended December 31, 2017

- Labor market continued to strengthen and economic activity rose at a solid rate
- Job gains were solid and the unemployment rate declined further
- Household spending expanded at a moderate rate
- The Federal Open Market Committee (FOMC) raised the top of the target range for the federal funds rate from 1.00% - 1.25% to 1.25% - 1.50%.

Source: FOMC December 13, 2017 Statement

National Economic Data	12/31/2016	12/31/2017
Fed Funds Effective Rate Target Range	0.50% - 0.75%	1.25% - 1.50%
2 Years Treasury Note Yield	1.192%	1.887%
10 Years Treasury Note Yield	2.446%	2.407%
Monthly Unemployment Rate	4.7%	4.1%
Weekly Initial Jobless Claims	237,000	250,000
Monthly Change in Nonfarm Payrolls	157,000	148,000
Monthly New Housing Starts	1,279,000	1,192,000

Source: Bloomberg



Source: Bloomberg

City of Dallas
Portfolio Holdings
Combined Investment Summary
As of 12/31/2017

Portfolio Description	Face Amount	Book Value	Market Value	Accrued Interest	Market Value + Accrued Interest	*Unrealized Gain/(Loss)	Weighted Average Yield To Maturity
01 The City's Investment Pool	1,919,915,000	1,919,973,287	1,913,208,177	2,974,693	1,916,182,870	(6,765,110)	1.36%
02 Convention Center Reserve	23,000,000	23,000,000	22,454,082	8,400	22,462,482	(545,918)	1.34%
03 Water Reserve	90,000,000	89,995,056	88,810,185	274,522	89,084,707	(1,184,871)	1.30%
04 Arts Endowment	2,235,000	2,235,000	2,196,504	10,654	2,207,158	(38,496)	1.32%
05 Ida Green Library Fund	1,000,000	1,000,000	986,184	833	987,017	(13,816)	1.25%
10 DWU Commercial Paper Program	13,960	13,960	13,960	0	13,960	-	1.20%
11 GO Commercial Paper Program	3,500,000	3,500,000	3,500,000	0	3,500,000	-	1.23%

*Unrealized gain/loss is the difference between the market value and book value and does not represent an actual gain or loss. Gains and losses are realized only when a security is sold prior to maturity. Since it is the City's practice to hold investments until they mature, the temporary gains and losses are unlikely to be realized.

City of Dallas
Trade Activity by Portfolio
As of: 09/30/2017 - 12/31/2017

Portfolio Description	Beginning Face Amount	Beginning Weighted Average Yield To Maturity	Purchased/Deposited	Matured/Called/Redeemed	Ending Face Amount	Ending Weighted Average Yield To Maturity
City's Investment Pool*						
Federal Agricultural Mortgage Corp.	344,770,000	1.27%	30,000,000	30,000,000	344,770,000	1.35%
Federal Farm Credit Bank	289,275,000	1.07%	20,000,000	80,000,000	229,275,000	1.25%
Federal Home Loan Bank	358,850,000	1.31%	53,000,000	-	411,850,000	1.38%
Federal Home Loan Mortgage Corp.	311,000,000	1.29%	-	70,000,000	241,000,000	1.45%
Federal National Mortgage Assoc.	110,000,000	1.18%	-	15,000,000	95,000,000	1.19%
Total Portfolio	1,413,895,000	1.24%	103,000,000	195,000,000	1,321,895,000	1.35%
<i>*Trade activity excludes local government investment pools and money market mutual funds.</i>						
Convention Center Reserve						
Federal Home Loan Mortgage Corp.	4,000,000	1.25%	-	-	4,000,000	1.25%
Federal National Mortgage Assoc.	19,000,000	1.36%	-	-	19,000,000	1.36%
Total Portfolio	23,000,000	1.34%	-	-	23,000,000	1.34%
Water Reserve						
Federal Agricultural Mortgage Corp.	-	0.00%	20,000,000	-	20,000,000	1.52%
Federal Farm Credit Bank	10,000,000	0.00%	-	-	10,000,000	1.31%
Federal Home Loan Bank	5,000,000	1.50%	-	-	5,000,000	1.50%
Federal Home Loan Mortgage Corp.	10,000,000	1.25%	-	-	10,000,000	1.25%
Federal National Mortgage Assoc.	45,000,000	1.20%	-	-	45,000,000	1.20%
Total Portfolio	70,000,000	1.24%	20,000,000	-	90,000,000	1.30%
Arts Endowment						
Federal Home Loan Mortgage Corp.	2,235,000	1.32%	-	-	2,235,000	1.32%
Total Portfolio	2,235,000	1.32%	-	-	2,235,000	1.32%
Ida Green Library Endowment						
Federal Agricultural Mortgage Corp.	1,000,000	1.25%	-	-	1,000,000	1.25%
Total Portfolio	1,000,000	1.25%	-	-	1,000,000	1.25%
DWU Commercial Paper Program						
Money Market	13,960	0.92%	-	-	13,960	1.20%
Total Portfolio	13,960	0.92%	-	-	13,960	1.20%
Trinity Parkway Escrow						
Money Market	551,425	0.93%	855	552,280	-	
Total Portfolio	551,425	0.93%	855	552,280	-	
GO Commercial Paper Program						
Money Market			3,500,000	-	3,500,000	1.23%
Total Portfolio			3,500,000	-	3,500,000	1.23%

City of Dallas
 Summary Statement by Portfolio
 As of: 09/30/2017 - 12/31/2017

Portfolio Description	Beginning Face Amount	Ending Face Amount	Beginning Book Value	Ending Book Value	Beginning Market Value	Ending Market Value	Deposits/ (Redemptions)	Change in Market Value	Accrued Interest	Ending Weighted Average Yield To Maturity
City's Investment Pool¹										
Local Govt. Investment Pool	53,020,000	398,020,000	53,020,000	398,020,000	53,020,000	398,020,000	345,000,000	-	-	1.46%
Money Market	120,000,000	200,000,000	120,000,000	200,000,000	120,000,000	200,000,000	80,000,000	-	-	1.20%
US Agency	1,413,895,000	1,321,895,000	1,413,976,242	1,321,953,287	1,411,099,645	1,315,188,177	(92,000,000)	(3,911,468)	2,974,693	1.35%
*Total Portfolio	1,586,915,000	1,919,915,000	1,586,996,242	1,919,973,287	1,584,119,645	1,913,208,177	333,000,000	(3,911,468)	2,974,693	1.36%
Convention Center Reserve²										
US Agency	23,000,000	23,000,000	23,000,000	23,000,000	22,566,423	22,454,082	-	(112,341)	8,400	1.34%
Total Portfolio	23,000,000	23,000,000	23,000,000	23,000,000	22,566,423	22,454,082	-	(112,341)	8,400	1.34%
Water Reserve²										
US Agency	70,000,000	90,000,000	69,993,656	89,995,056	69,168,575	88,810,185	20,000,000	(358,390)	274,522	1.30%
Total Portfolio	70,000,000	90,000,000	69,993,656	89,995,056	69,168,575	88,810,185	20,000,000	(358,390)	274,522	1.30%
Arts Endowment³										
US Agency	2,235,000	2,235,000	2,235,000	2,235,000	2,211,553	2,196,504	-	(15,048)	10,654	1.32%
Total Portfolio	2,235,000	2,235,000	2,235,000	2,235,000	2,211,553	2,196,504	-	(15,048)	10,654	1.32%
Ida Green Library Endowment⁴										
US Agency	1,000,000	1,000,000	1,000,000	1,000,000	990,010	986,184	-	(3,826)	833	1.25%
Total Portfolio	1,000,000	1,000,000	1,000,000	1,000,000	990,010	986,184	-	(3,826)	833	1.25%
DWU Commercial Paper⁵										
Money Market	13,960	13,960	13,960	13,960	13,960	13,960	-	-	-	1.20%
Total Portfolio	13,960	13,960	13,960	13,960	13,960	13,960	-	-	-	1.20%
Trinity Parkway Escrow⁶										
Money Market	551,425	-	551,425	-	551,425	-	(551,425)	-	-	
Total Portfolio	551,425	0	551,425	-	551,425	-	(551,425)	-	-	
GO Commercial Paper⁵										
Money Market	-	3,500,000	-	3,500,000	-	3,500,000	3,500,000	-	-	1.23%
Total Portfolio	-	3,500,000	-	3,500,000	-	3,500,000	3,500,000	-	-	1.23%

Notes 1-6: See Page 6 for Strategy Statement by Portfolio.

*Numbers may not sum due to rounding

City of Dallas
Strategy Statement and Compliance by Portfolio
As of: 09/30/2017 - 12/31/2017

STRATEGY COMPLIANCE STATEMENT

For the quarter ended December 31, 2017 the portfolios are in compliance with the relevant provisions of the Public Fund Investment Act and the investment strategies adopted in Sec. 17.0 of the City's Investment Policy.

STRATEGY STATEMENT BY PORTFOLIO

1) City's Investment Pool

The City's Investment Pool is an aggregation of the majority of City funds that includes tax receipts, enterprise fund revenues, fine and fee revenues, as well as some, but not all, bond proceeds, grants, gifts and endowments. This portfolio is maintained to meet anticipated daily cash needs for City of Dallas operations, capital projects and debt service. In order to ensure the ability of the City to meet obligations and to minimize potential liquidation losses, the dollar-weighted average stated maturity of the Investment Pool shall not exceed 1.5 years.

2) Convention Center Bond Reserve and Water Bond Reserve

Non-pooled reserve funds for outstanding revenue bonds (Convention Center and Water) are set at levels required by their respective bond ordinances. These funds will be used to pay principal and/or interest at final maturity or if called prior to final maturity.

3) Arts Endowment

The Arts Endowment Fund was created by the City from a \$1,285,026 repayment to the General Fund from the Convention Center. Pursuant to Resolution No. 84-311 dated September 26, 1984, this endowment fund was created to provide additional monies for the arts, not to replace the current level of support. Funds received as gifts to the City with instructions that the income generated by the investment of said funds be used for specified purposes are invested as separate non-pooled portfolios in order to maximize return.

4) Ida Green Library Endowment

The Ida M. Green Endowment Fund was created with the proceeds from the sale of stock from the estate of Ms. Green pursuant to Resolution No. 87-0836. Its purpose is to provide funds for the operating and capital expenses of the library's Texas Center for the Book and Children's Center. Funds received as gifts to the City with instructions that the income generated by the investment of said funds be used for specified purposes are invested as separate non-pooled portfolios in order to maximize return.

5) DWU Commercial Paper Program and GO Commercial Paper Program

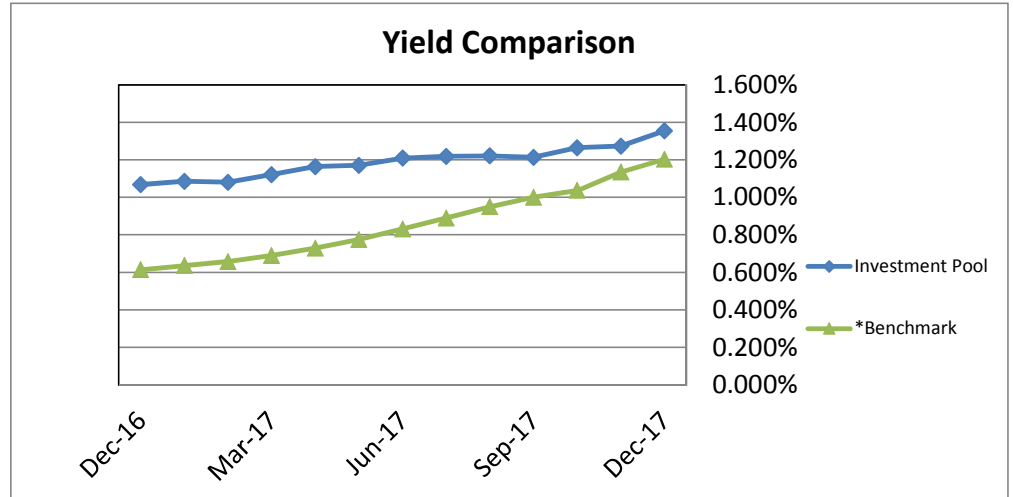
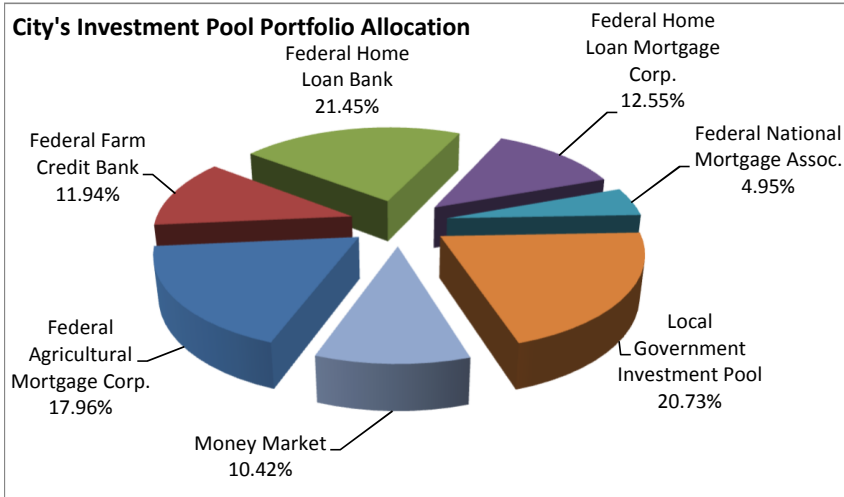
The City issues tax-exempt commercial paper notes as an interim financing tool for construction of capital projects. The investment of the proceeds from the issuance of commercial paper debt should have a high degree of liquidity in order to fund payments to contractors.

6) Trinity Parkway Escrow*

The Trinity Parkway Escrow portfolio was created with the deposit of \$5,000,000 on November 16, 1999 in an escrow account in accordance with an agreement dated as of January 1, 1999 between the City, North Texas Tollway Authority ("NTTA"), and TxDOT pertaining to development of the Trinity Parkway. These funds will be used to share costs for the studies and design efforts related to the Trinity Parkway project. Permitted investments for this account are defined in the Escrow Agreement as those that are consistent with the Public Funds Investment Act.

* The City and NTTA closed Trinity Parkway Escrow account in November 2017.

City of Dallas
City's Investment Pool Portfolio Allocation
Investment Summary
As of 12/31/2017



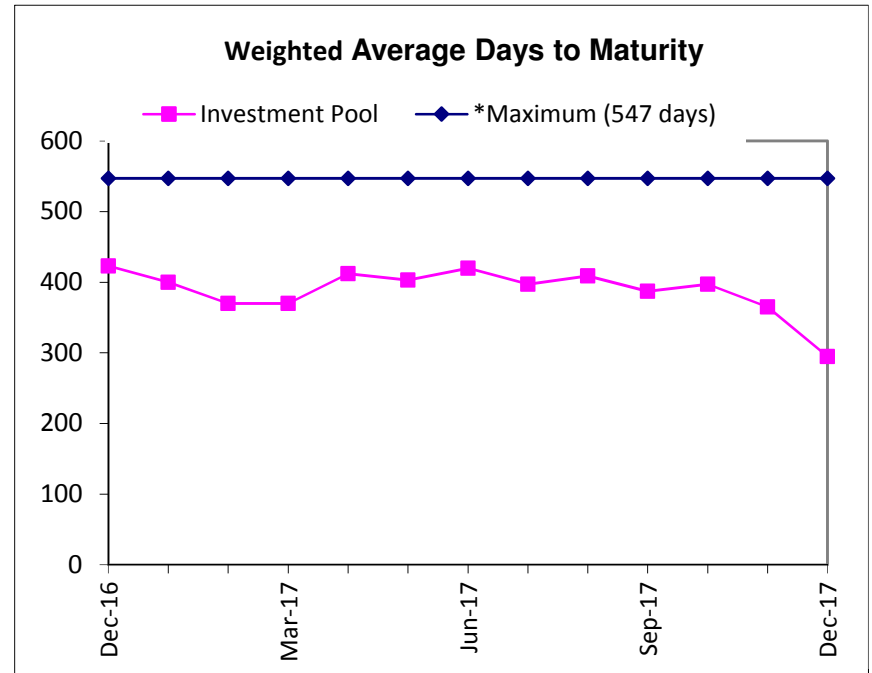
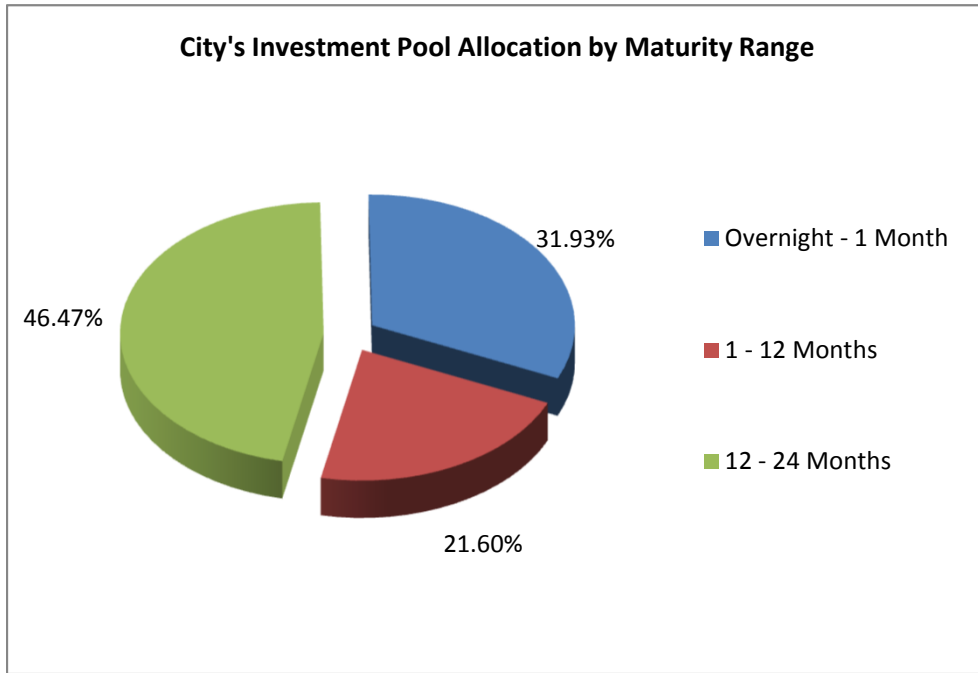
Description	Face Amount	Book Value	Market Value	**Unrealized Gain/(Loss)	Weighted Average Days To Maturity	Weighted Average Yield To Maturity	% of Portfolio
Federal Agricultural Mortgage Corp.	344,770,000	344,825,231	343,669,337	(1,155,894)	369	1.35%	17.96%
Federal Farm Credit Bank	229,275,000	229,256,126	228,074,147	(1,181,979)	378	1.25%	11.94%
Federal Home Loan Bank	411,850,000	411,887,694	409,641,530	(2,246,164)	457	1.38%	21.45%
Federal Home Loan Mortgage Corp.	241,000,000	241,000,000	239,259,323	(1,740,677)	564	1.45%	12.55%
Federal National Mortgage Assoc.	95,000,000	94,984,236	94,543,840	(440,396)	292	1.19%	4.95%
Local Government Investment Pool	398,020,000	398,020,000	398,020,000	-	1	1.46%	20.73%
Money Market	200,000,000	200,000,000	200,000,000	-	1	1.20%	10.42%
***Total Portfolio	1,919,915,000	1,919,973,287	1,913,208,177	(6,765,110)	295	1.36%	100.00%

*As per Section 17.1 of the City's Investment Policy, the benchmark for the Investment Pool is the 12-month moving average yield on treasury 1-year constant maturities as reported by Federal Reserve Statistical Release H.15.

** Unrealized gain/loss is the difference between the market value and book value and does not represent an actual gain or loss. Gains and losses are realized only when a security is sold prior to maturity. Since it is the City's strategy to hold investments until they mature, the temporary gains and losses are unlikely to be realized.

*** Numbers may not sum due to rounding

City of Dallas
City's Investment Pool Allocation by Maturity Range
As of 12/31/2017



Description	Face Amount/Shares	Book Value	Market Value	Weighted Average Yield To Maturity	Weighted Average Days To Maturity	% of Portfolio
Overnight - 1 Month	613,020,000	613,020,000	613,019,925	1.36%	1	31.93%
1 - 12 Months	414,620,000	414,660,458	413,323,144	1.18%	236	21.60%
12 - 24 Months	892,275,000	892,292,829	886,865,108	1.43%	524	46.47%
**Total Portfolio	1,919,915,000	1,919,973,287	1,913,208,177	1.36%	295	100%

*As per Section 13.0 of the City's Investment Policy, the dollar-weighted average stated maturity of the Investment Pool shall not exceed 1.5 years (547 days).

** Numbers may not sum due to rounding

City of Dallas

Date To Date

Broker/Dealer Activity

As of: FY 17-18 Year to Date

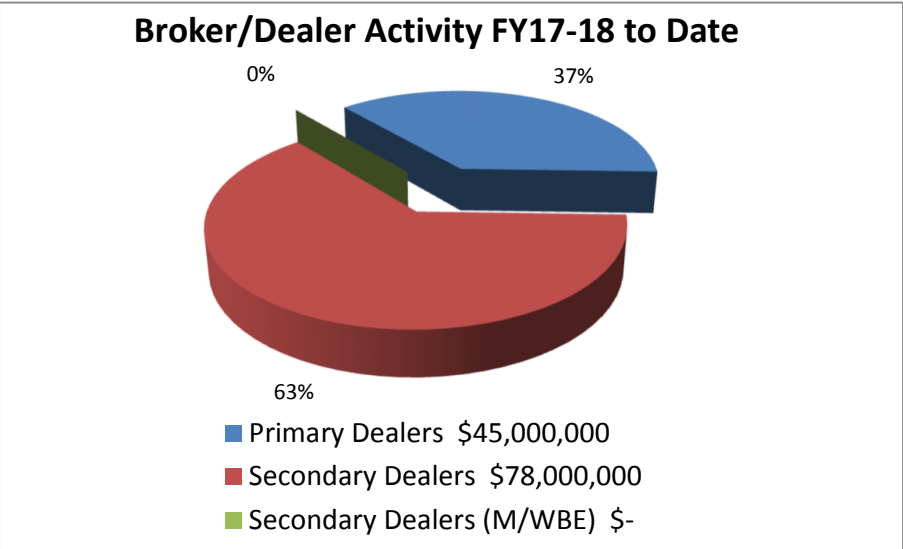
FY 17-18 Year to Date		
Description	Awarded	%
Primary Dealers		
Bank of America	\$25,000,000	20.33%
Jefferies & Co.	20,000,000	16.26%
Morgan Stanley	0	0.00%
RBC Capital Markets, LLC	0	0.00%
Wells Fargo	0	0.00%
Secondary Dealers		
FTN Financials	0	0.00%
Hilltop Securities Inc.	0	0.00%
Intl Fcstone Financial Inc.	0	0.00%
Multi Bank Securities	20,000,000	16.26%
Piper Jaffray & Co.	0	0.00%
Samco Capital Market	0	0.00%
SunTrust Robinson Humphrey, Inc.	0	0.00%
Vining Sparks	58,000,000	47.15%
Secondary Dealers - M/WBE		
Capital Institutional Services, Inc.	0	0.00%
Loop Capital	0	0.00%
Rice Financial	0	0.00%
Stern Brothers & Co.	0	0.00%
Total	\$123,000,000	100.00%

Notes:

Section 9 of the City's investment Policy requires the investment committee to annually review and adopt a list of qualified broker/dealers. These firms represent the broker dealer firms that are currently approved by the Investment Committee as of February 2017.

It is the City's policy to solicit three or more competitive bids/offers each trade except for agency securities purchased at issue.

Q1 FY 17-18		
Description	Awarded	%
Bank of America	\$25,000,000	20.33%
Jefferies & Co.	20,000,000	16.26%
Multi Bank Securities	20,000,000	16.26%
Vining Sparks	58,000,000	47.15%
Total	\$123,000,000	100.00%



CITY OF DALLAS

December 31, 2017

QUARTERLY INVESTMENT REPORT

For the quarter ended December 31, 2017 the portfolios are in compliance with the relevant provisions of the Public Funds Investment Act and the investment strategies adopted in Sec. 17.0 of the City's Investment Policy.

Chief Financial Officer:

M. Elizabeth Reich

City Controller:

David R. Sims

Treasury Manager:

Connie Steege