

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT
DALLAS CITY COUNCIL COMMITTEE AGENDA

RECEIVED

2018 MAY 15 PH 4:45

CITY SECRETARY
DALLAS, TEXAS

MONDAY, MAY 21, 2018
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA STREET
DALLAS, TEXAS 75201
2:00 P.M. – 4:00 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 May 7, 2018 Government Performance & Financial Management Committee meeting
2. Consideration of Upcoming Agenda Items for May 23, 2018 City Council Meeting

BRIEFINGS

3. Office of the City Auditor - Preliminary Fiscal Year 2019 Budget Proposal
Craig Kinton, City Auditor
4. Office of Budget Quarterly Report
Jack Ireland, Director
Office of Budget
Janette Weedon, Assistant Director
Office of Budget
Latoya Jackson
Office of Budget
5. City Manager's Proposed FY 2018-19 Consolidated Plan Budget
Jack Ireland, Director
Office of Budget
Chan Williams, Assistant Director
Office of Budget
6. Housing Finance Corporation
David Noguera, Director
Housing & Neighborhood Revitalization

FYI

7. FY 2016-17 Budget vs. Actual End
End of Year Report
8. 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: May 7, 2018

Convened: 2:03 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:

Kimberly B. Tolbert	Connie Tankersley	Renee Hayden	Joseph Kunnath	Thandee Kywe
Akilah McLaughlin	Barbara McAninch	Bill Finch	Brandon Johnson	Rory Galter
Corrine Steeger	Adelia Gonzalez	Craig Kinton	Roger Reach	Lee Chiang
Jack Ireland	Zarin Gracey	Terry Lowery	Ben Collins	Robert Rubel
Mike Frosch	Sheila Gray	William Madison	Carol Smith	Erick Thompson
Eboni Mitchell	Mark Duebner	James McGuire	Bob Smith	Kris Sweckard

Others Present:

AGENDA:

Call to Order

1. Consideration of the April 16, 2018 Minutes

Presenter(s): N/A

Information Only: _

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

Motion was made to approve the April 16, 2018 minutes. Motion passed unanimously.

Motion made by: Kevin Felder

Motion seconded by: Philip Kingston

2. Consideration of Upcoming Agenda Items for May 9, 2018 City Council Meeting

Presenter(s): N/A

Information Only: _

Action Taken/Committee Recommendation(s):

Motion was made to approve the May 9, 2018 items. Motion passed unanimously.

Motion made by: Tennell Atkins

Motion seconded by: Sandy Greyson

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

Briefings

3. **Customer Request Management System Update**

Presenter(s): Margaret Wright, Director, 311; Bill Finch, Director, *Communications & Information Services*
Information Only: X

Action Taken/Committee Recommendation(s):

Directors Margaret Wright and Bill Finch presented an update on the implementation of the City's Customer Request Management System and demonstrated some of the capabilities of the new software. The project is on track to go live in August of this year, and represents a significant step forward in the City's 311 Service Request process.

The committee had questions regarding how the new system will interact with the city council contact management system. There was also discussion on what data was going to be retained in salesforce; staff clarified that older service requests would not be in salesforce, but that data can be pulled. There was also discussion of how this new system would affect the code compliance department.

Motion made by: N/A

Motion seconded by: N/A

4. **Office of the City Auditor – FY 2018 Third Quarter Update**

Presenter(s): Craig Kinton, City Auditor

Information Only: X

Action Taken/Committee Recommendation(s):

City Auditor Craig Kinton presented his findings from the following reports issued in the third quarter: Special Audit of the Accounts of Former City Secretary, Rosa A. Rios; Special Collections Operations; Environmental Compliance – Management of Environmental Spills and Scrap Tire Disposal at City Facilities; Fiscal Year 2017 Audit Follow-Up of Prior Audit Recommendations.

There was discussion on the city management implementation of recommendations that were included in seven audit reports issued in FY 2015 and FY 2016. CM Griggs requested additional information on the incomplete recommendations. The committee went into closed session to discuss audit findings related to security.

Motion made by: N/A

Motion seconded by: N/A

5. **Lean Six Sigma**

Presenter(s): Renee Hayden, Managing Director (I), *Center for Performance Excellence*

Information Only: X

Action Taken/Committee Recommendation(s):

The Center for Performance Excellence presented a briefing on the Lean Six Sigma program, highlighting projects across the city that are increasing efficiency and lowering costs. Since its creation in 2014, the Center has trained hundreds of employees on how to use the LSS tools to tackle issues, engage in grassroots problem solving, and deliver results increasing government performance.

Motion made by: N/A

Motion seconded by: N/A

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

Adjourn

Jennifer S. Gates, Chair
Government Performance & Financial Management

DRAFT

AGENDA ITEM # 21

STRATEGIC PRIORITY:

Government Performance and Financial Management

AGENDA DATE:

May 23, 2018

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Fire-Rescue Department
Water Utilities Department

CMO:

Elizabeth Reich, 670-7804
Jon Fortune, 670-1204
Majed Al-Ghafry, 670-3302

MAPSCO:

N/A

SUBJECT

Authorize a one-year service contract for maintenance and repair of facility backup electrical power generators – LJ Power, Inc., lowest responsible bidder of three - Not to exceed \$111,795 - Financing: General Funds (\$58,400) and Water Utilities Current Funds (\$53,395) (subject to annual appropriations)

BACKGROUND

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

This one-year service contract will provide maintenance and repair of facility backup electrical power generators. Each year, an annual preventative maintenance service schedule will be performed, followed by a quarterly preventative maintenance service schedule. Other repair services will be provided when there is a problem outside of the normal maintenance which impedes the generator from performing at optimum efficiency. This service contract will provide services for 93 generators at Water Utilities Department and Dallas Fire-Rescue Department locations.

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 3,316 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.

BACKGROUND (continued)

The recommended vendor meets the wage floor rate of \$10.94 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 25, 2016, City Council authorized a three-year service contract for emergency generator repair and maintenance with Clifford Power Systems, Inc. and Allegiance Power Systems, Inc. by Resolution No. 16-0795.

The Government Performance & Financial Management Committee will receive this item for consideration on May 21, 2018.

FISCAL INFORMATION

General Funds - \$58,400.00 (subject to annual appropriations)

Water Utilities Current Funds - \$53,395.00 (subject to annual 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>
\$111,795.00	Other Services	23.80%	17.89%	\$20,000.00

- 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 BN1801. We opened them on December 12, 2017. We recommend the City Council award this service contract to the lowest responsive and responsible bidder by group. Information related to this solicitation is available upon request.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*LJ Power, Inc.	9301 Hwy. 290 West Unit #100 Austin, TX 78736	Multiple Groups

BID INFORMATION (continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
Clifford Power Supply, Inc.	9310 E. 46th St. North Tulsa, OK 74117	Multiple Groups
Loftin Equipment Company	5204 Bear Creek Ct. Irving, TX 75061	Multiple Groups

OWNER

LJ Power, Inc.

James Davis, President
Larry Davis, Vice President

AGENDA ITEM # 23

STRATEGIC PRIORITY:

Government Performance and Financial Management

AGENDA DATE:

May 23, 2018

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Department of Aviation
Department of Equipment and Building Services
Department of Sanitation Services
Fire-Rescue Department
Park & Recreation Department
Police Department
Water Utilities Department

CMO:

Elizabeth Reich, 670-7804
Jody Puckett, 670-3390
Jon Fortune, 670-1204
Majed Al-Ghafry, 670-3302
Willis Winters, 670-4071

MAPSCO:

N/A

SUBJECT

Authorize a three-year service contract for on-site automotive glass replacement, repair, and window tinting services – Safelite Fulfillment, Inc. in the amount of \$435,311, Terrick Prince dba Abstract Auto Glass in the amount of \$157,150, and Binswanger Glass Co. in the amount of \$109,134, lowest responsible bidder of four – Total not to exceed \$701,595 – Financing: General Funds (\$663,255), Confiscated Monies Funds (\$18,000), Sanitation Current Funds (\$10,300), Water Utilities Current Funds (\$6,275), and Aviation Current Funds (\$3,765) (subject to annual 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 on-site automotive glass replacement, repair, and window tinting services for all City owned vehicles. This agreement will also provide the ability for the City to reuse salvaged windshields on alternate City owned vehicles, when approved by the City.

BACKGROUND (continued)

The City owns a fleet of over 5,500 vehicles such as:

- Sedans
- Squad cars
- Light, medium, and heavy duty trucks
- Rescue units
- Fire engines
- Aerial ladder trucks
- Agricultural equipment
- Refuse trucks

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This solicitation required bidders to submit discounts/mark ups on parts to be ordered from manufacturer's catalogs. Therefore, this bid resulted in an average percentage discount from manufacturer's catalog of 19 percent compared to an average discount of 18 percent. Additionally, this bid resulted in a 48.0 percent increase over comparable unit prices for services from the bid awarded in 2013.

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 8,455 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's 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 \$10.37, by Resolution No. 15-2141; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 11, 2013, City Council authorized a three-year service contract for automotive glass replacement with Binswanger Glass by Resolution No. 13-2046.

The Government Performance & Financial Management Committee will receive this item for consideration on May 21, 2018.

FISCAL INFORMATION

General Funds - \$663,254.25 (subject to annual appropriations)
Confiscated Monies - \$18,000.00 (subject to annual appropriations)
Sanitation Services Current Funds - \$10,300.00 (subject to annual appropriations)
Water Utilities Current Funds - \$6,275.85 (subject to annual appropriations)
Aviation Current Funds - \$3,764.80 (subject to annual 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>
\$701,594.90	Other Services	23.80%	0.00%	\$0.00

- 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 BN1712. We opened them on October 20, 2017. We recommend the City Council award this service contract to the lowest responsive and responsible bidders by group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Safelite Fulfillment, Inc.	7400 Safelite Way Columbus, OH 43235	Multiple Groups
*Terrick Prince dba Abstract Auto Glass	5125 Mosson Road Fort Worth, TX 76119	Multiple Groups
*Binswanger Glass Co.	965 Ridgelake Boulevard Memphis, TN 38187	Multiple Groups
Glass Clinic of Texas	2270 Manana Drive Dallas, TX 75220	Multiple Groups

OWNERS

Safelite Fulfillment, Inc.

Tom Feeney, President
Jon Cardi, Vice President
Cynthia Elliott, Secretary
Tim Spencer, Treasurer

Terrick Prince dba Abstract Auto Glass

Terrick Prince, President
Quiana Prince, Vice President

Binswanger Glass Co.

Tim Curran, President
James Geringswald, Vice President
William L. Collins, Secretary

STRATEGIC PRIORITY: Public Safety

AGENDA DATE: May 23, 2018

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services
Department of Aviation

CMO: Elizabeth Reich, 670-7804
Jody Puckett, 670-3256

MAPSCO: 34E

SUBJECT

Authorize a three-year concession contract, with two one-year renewal options, for a biometric identity verification kiosk system for secure expedited passenger checkpoint access at Dallas Love Field - Alclear, LLC, sole source - Estimated Annual Revenue: \$295,521 (12 percent monthly revenue-share based on all gross revenue and includes a monthly rent fee)

BACKGROUND

This concession contract will be used by Aviation to contract with Alclear, LLC and allow for a biometric identity verification kiosk system for secure expedited passenger checkpoint access at Dallas Love Field. By scanning an individual’s unique fingerprint pattern, this system will identify individuals upon check-in and before boarding a plane. This system will make the screening process more efficient by allowing an individual to enter the checkpoint at a dedicated “CLEAR lane” and use the biometric instead of queueing at an airport security checkpoint and showing boarding pass and license. The technology this system utilizes has been certified by Safety Act as a Qualified Anti-Terrorism Technology of the United States and is included in the Department of Homeland Security “Approved Products List”. In addition, it is the only biometric system operating under the Transportation Security Administration’s (TSA) Registered Traveler Program.

Alclear, LLC is presently being utilized at 24 airports in the United States including Terminal E at Dallas Fort Worth International Airport.

The cost of a membership for an individual is \$179 a year or \$15 a month; a family member can be added to the plan for \$50 a year. They will also be offering 15 percent off as a military discount.

BACKGROUND (continued)

The concession agreement is based on revenue-share of 12% of gross enrollment revenue and renewal fees of individual registered in the program.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on May 21, 2018.

FISCAL INFORMATION

Estimated Annual Revenue - \$295,520.28 (12 percent monthly revenue-share based on all gross revenue and includes a monthly rent fee)

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>
\$295,520.28	Revenue	N/A	N/A	N/A

- The Business Inclusion and Development Plan does not apply to Revenue Contracts

BID INFORMATION

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
Alclear, LLC	650 Fifth Ave., 12th Floor New York, NY 10019	\$295,520.28

Note: The Office of Procurement Services conducted a sole source review and found no exceptions.

OWNER

Alclear, LLC

Kenneth Cornick, President
Caryn Seidman Becker, Chief Executive Officer
Matthew Levine, General Counsel/Secretary
David P. Cohen, Chief Administrative Officer

AGENDA ITEM # 26

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: May 23, 2018

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Procurement Services
Department of Equipment and Building Services

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

MAPSCO: N/A

SUBJECT

Authorize the sale of one track loader and one dump truck through a public auction on April 18, 2018 to Quality Parts Supply LTD in the amount of \$20,250 and D&M Contractors in the amount of \$41,075, highest bidders - Revenue: \$61,325

BACKGROUND

This action seeks approval to sell one track loader (Equipment #009009) and one dump truck (Equipment #053045) which were publicly auctioned on April 18, 2018. The equipment and truck have reached their useful life, have met their replacement criteria and are no longer cost effective for the City to maintain.

The City used its current contract auctioneer, Lone Star Auctioneers, Inc., to auction this equipment. The auctioneer charges a buyer's premium instead of the City paying a fee.

Dallas City Code 2-37.4 requires that when the highest bid for property is more than \$20,000, the sale to the highest bidder must be confirmed by City Council.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on May 21, 2018.

FISCAL INFORMATION

Revenue - \$61,325

BID INFORMATION

The following bids were received at public auction on April 18, 2018.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Quality Parts Supply LTD (Equipment #009009)	15844 S. IH 35 Bruceville, TX 76630	\$20,250
*D&M Contractors (Equipment #053045)	887 CR 1516 Van, TX 75790	\$41,075

OWNERS

Quality Parts Supply LTD

Jerry Hays, Owner

D&M Contractors

Dean Dike, Owner

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

May 23, 2018

COUNCIL DISTRICT(S):

2, 3

DEPARTMENT:

Office of Procurement Services
Department of Aviation

CMO:

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

MAPSCO:

34E 63L

SUBJECT

Authorize Supplemental Agreement No. 1 to increase the service contract with CP&Y, Inc. for maintenance, support and integration of the newly constructed deicing pads, including one deicing control panel, a set of deicing valves, and to integrate the existing Outfall Closure Devices Control Systems at Dallas Love Field and Dallas Executive airports for the Department of Aviation - Not to exceed \$339,052, from \$1,356,216 to \$1,695,268 - Financing: Aviation Current Funds (subject to annual appropriations)

BACKGROUND

This Supplemental Agreement will add maintenance, support and integration of the newly constructed deicing pads at Dallas Love Field (DAL), including one deicing control panel and a set of deicing valves. The deicing control panel allows the system operator to remotely control the valves in the deicing fluid vaults. Depending on the status of the deicing valves (open or closed), the operator is able to divert the deicing fluid appropriately depending on the current weather conditions. The deicing valve control system will also be integrated with the Outfall Closure Devices Control System (OCDS) and the Supervisory Control and Data Acquisition (SCADA) system. SCADA is an application that retrieves data from the OCDS in order to control and optimize the operation of the OCDS.

The current Outfall Closure Devices Control Systems consists of two independent systems: one at DAL and one at Dallas Executive formerly Red Bird (RBD) airport. The systems control stormwater outfall gates at various discharge points along the perimeter of the airports. This Agreement will integrate the DAL and RBD OCDS resulting in a single merged system. This will allow for the remote monitoring and control of both locations with one seamless interface.

BACKGROUND (continued)

In 2015, Council approved a maintenance and support agreement for Aviation's large scale hazardous containment system at DAL and RBD airports. This system protects and preserves surrounding land and water areas from an environmental hazard by automated sliding gates to route and contain hazardous liquid inside specialized containers on airport property. There are six such gates at DAL and four at RBD.

Maintenance includes:

- Annual on-site inspection of Deicing Control Panel and valves
- Grease all service points and inspect equipment for wear in accordance with manufacturer's service recommendations
- Check Deicing Control Panel for functionality, condition of components and document condition
- Compare equipment condition with its recorded condition from the previous assessment
- Inspect actuators
- Inspect containers
- Cleaning and maintenance of gate equipment
- SCADA system maintenance

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 10, 2015, City Council authorized a five-year service contract, with three one-year renewal options, for maintenance and support of a large scale hazardous containment system for Aviation with CP&Y, Inc. by Resolution No. 15-1045.

The Mobility Solutions, Infrastructure & Sustainability Committee will receive this item for consideration on May 14, 2018.

FISCAL INFORMATION

Aviation Current Funds - \$339,052.00 (subject to annual appropriations)

<u>Council District</u>	<u>Amount</u>
2	\$326,919.22
3	<u>\$ 12,132.78</u>
Total	\$339,052.00

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>
\$339,052.00	Other Services	23.80%	91.45%	\$310,052.00

- Supplemental Agreement No. 1 – 91.45% M/WBE participation
- This contract exceeds the M/WBE goal of 23.80%, and has a 89.09% Overall M/WBE participation

OWNER

CP&Y, Inc.

W. Walter Chiang, President
Pete K. Patel, Vice President

AGENDA ITEM # 28

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: May 23, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services
Department of Communication and Information Services

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

MAPSCO: N/A

SUBJECT

Authorize **(1)** Supplemental Agreement No. 3 to increase the service contract for maintenance and support for the Lawson Human Resources Information System software in the amount of \$567,466, from \$1,727,821 to \$2,295,287 and to extend the contract from December 1, 2018 to November 31, 2019; and **(2)** Supplemental Agreement No. 3 to increase the service contract for subscriptions for the Knowledgebase and Case Management systems in the amount of \$429,202, from \$815,954 to \$1,245,156 and to extend the contract from June 1, 2018 to May 31, 2021 – Infor (US), Inc. – Total not to exceed \$996,668, from \$2,543,775 to \$3,540,443 – Financing: General Funds (\$429,202) and Communication and Information Services Current Funds (\$567,466) (subject to annual appropriations)

BACKGROUND

These Supplemental Agreements will provide continued maintenance and support for the Lawson Human Resources Information System (HRIS) software as well as extend the subscriptions for the Knowledgebase and Case Management systems. The HRIS application is utilized by City departments to manage employee information and payroll processing. Additionally, this agreement will provide the City with system patches and access to support personnel for critical incidents.

The City recently approved the acquisition of a new Human Capital Management system. This new system is planned to take approximately one year to implement the functionality provided by the current system. Therefore, the maintenance contract for the current system is necessary to ensure the system operates in efficiently until the new system becomes operational. Additionally, the provided Knowledgebase and Case Management systems will be integrated with the new Human Capital Management system.

BACKGROUND (continued)

The Knowledgebase and Case Management subscription allows Human Resources (HR) personnel to manage and track employee payroll and/or human resources inquiries. Using this subscription allows for automated assignment of cases to appropriate staff, case security for support of sensitive issues or employee information, and ability to provide robust reports.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on May 21, 2018.

FISCAL INFORMATION

General Funds - \$429,201.12 (subject to annual appropriations)
Communication and Information Services Current Funds - \$567,465.96 (subject to annual 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>
\$996,668.00	N/A	N/A	N/A	N/A

- M/WBE Goal Waived
- No M/WBE Availability

OWNER

Info (US), Inc.

Gregory M. Giangordano, President
Kevin Curry, Vice President
Brad Steiner, Secretary
Mark Henry, Treasurer

AGENDA ITEM # 40

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

May 23, 2018

COUNCIL DISTRICT(S):

N/A

DEPARTMENT:

Office of Budget

CMO:

Elizabeth Reich, 670-7804

MAPSCO:

N/A

SUBJECT

Authorize **(1)** preliminary adoption of the FY 2018-19 HUD Consolidated Plan Budget for U.S. Department of Housing and Urban Development Grant Funds in an estimated amount of \$31,021,054 for the following programs and estimated amounts: (a) Community Development Block Grant in the amount of \$14,810,163; (b) HOME Investment Partnerships Program in the amount of \$5,886,901; (c) Emergency Solutions Grant in the amount of \$1,203,874; (d) Housing Opportunities for Persons with AIDS in the amount of \$6,645,116; and (e) estimated Program Income in the amount of \$2,475,000; **(2)** preliminary adoption of the FY 2017-18 Reprogramming Budget in the amount of \$3,323,870; **(3)** an amendment to the five-year Consolidated Plan to extend the covered period by one year, from September 30, 2018 to September 30, 2019; and **(4)** a public hearing to be held on June 13, 2018 to receive comments on the proposed use of funds - Financing: No cost consideration to the City

BACKGROUND

The City of Dallas receives four formula grants each year from the U. S. Department of Housing and Urban Development (HUD). The four grants make up the Consolidated Plan and consists of: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). The purpose of CDBG is to develop viable urban communities by providing decent housing and a suitable living environment, and the expansion of economic opportunities. HOME funds provide, develop, support, produce, and expands the supply of decent and affordable housing. ESG funds help to prevent homelessness and assist individuals and families who are already homeless. HOPWA funds provide housing and supportive services to individuals with AIDS, persons who are HIV positive, and their family members.

BACKGROUND (continued)

The Assessment of Fair Housing is a critical component of the five-year Consolidated Plan. The City serves as the lead entity for a regional consortium of entitlement jurisdictions and public housing authorities in North Texas collaborating to submit a regional Assessment of Fair Housing (AFH). The original deadline for submission of the regional assessment was January 4, 2018. According to HUD rules, the AFH was required to be submitted no less than 270 days before the new five-year Consolidated Plan. HUD created an assessment tool that local governments and any collaborating program participants must use to conduct and submit an Assessment. On July 20, 2017, HUD issued updated data for the maps and tables in the Affirmatively Furthering Fair Housing Data and Mapping Tool (AFFH-T). The City of Dallas needed additional time to incorporate HUD's updated AFFH-T into its analysis. In November 2017, the City of Dallas submitted a request to HUD for approval of a one-year extension to the five-year period covered by the City of Dallas' approved Consolidated Plan. The current Consolidated Plan covered the period of October 1, 2013 through September 30, 2018. HUD approved the City's request to extend the period covered by the Consolidated Plan to September 30, 2019. Following HUD's approval, an amendment to the five-year Consolidated Plan is required to extend covered period from September 30, 2018 to September 30, 2019.

In collaboration with the Fair Housing & Human Rights Office, the Community Development Commission (CDC) and City staff, conducted a total of sixteen public meetings. These meetings provided the public opportunities to participate in identifying community needs, comment on the potential uses of HUD Grant Funds, be notified of the one-year extension for the five-year Consolidated Plan and provide input into development of the AFH.

Public meetings were held as follows:

January 4, 2018 - Dallas City Hall
January 9, 2018 - Martin Luther King, Jr. Community Center
January 9, 2018 - Jaycee Zaragoza Recreation Center
January 11, 2018 - Tommie M. Allen Recreation Center
January 16, 2018 - Timberglenn Recreation Center
January 18, 2018 - On-line Virtual Meeting
January 23, 2018 - Highland Hills Branch Library
January 23, 2018 - Continuum of Care (CoC)
January 25, 2018 - Willie B. Johnson Recreation Center
January 29, 2018 - West Dallas Multipurpose Center
January 31, 2018 - Audelia Road Library
February 6, 2018 - Juanita J. Craft Recreation Center
February 8, 2018 - Highland Hills Branch Library
February 13, 2018 - Renner Frankford Branch Library
February 14, 2018 - Ryan White Planning Council
February 20, 2018 - Pleasant Oaks Recreation Center

BACKGROUND (continued)

The City Council is scheduled to conduct a straw vote on the Proposed FY 2018-19 HUD Consolidated Plan Budget and the Proposed FY 2017-18 Reprogramming Budget on June 6, 2018.

Federal regulations and the City's Citizen Participation Plan require a public hearing to receive comments. This budget will be made available for public review and comment from May 24, 2018 through June 26, 2018. A public hearing will be held on June 13, 2018. Final adoption is scheduled for June 27, 2018.

This action includes the City Council's preliminary adoption of the FY 2018-19 HUD Consolidated Plan Budget and the FY 2017-18 Reprogramming Budget, an amendment to the five-year Consolidated Plan, and authorization to hold the public hearing on June 13, 2018 before the City Council.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 2, 2017, the Economic Development and Housing Committee was briefed on the extended timeline needed to complete the Assessment of Fair Housing (AFH) due to revised housing and demographic data released from HUD. The Committee was also made aware of how the AFH delay would impact timeline for development of the next Five-Year Consolidated Plan.

On February 20, 2018, the Economic Development & Housing Committee and the Government Performance & Financial Management Committee were briefed on the release of unobligated funds from their originally budgeted purposes for future reprogramming in conjunction with the FY 2018-19 Consolidated Plan Budget.

On April 5, 2018, the CDC was briefed on the City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget and the CDC held meetings in April 2018 to review the proposed budget.

On May 3, 2018, the CDC concurred with the City Manager's proposed budget with one amendment. The CDBG housing activities category and the HOME grant were not included in the CDC's vote. The City Manager's proposed budget did not include funding recommendations for specific programs in the CDBG housing activities category and the HOME grant pending Council approval of the Housing Policy. The City Council approved the Housing Policy on May 9, 2018.

On May 14, 2018, the CDC held a special called meeting to review and vote on the City Manager's proposed budget recommendations for programs in the CDBG housing activities category and the HOME grant.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS) (continued)

On May 21, 2018, the Economic Development & Housing Committee; the Human & Social Needs Committee; and the Government Performance & Financial Management Committee were briefed on the Proposed FY 2018-19 HUD Consolidated Plan Budget and the CDC's recommendation.

FISCAL INFORMATION

Proposed FY 2018-19 HUD Consolidated Plan Budget

CDBG:	\$14,810,163	2018-19 Entitlement
	\$ 1,250,000	Program Income (estimate includes one-time funds)
	<u>\$ 225,000</u>	Program Income - Retained by Sub-Recipient (estimate)
	\$16,285,163	
HOME:	\$ 5,886,901	2018-19 Entitlement
	<u>\$ 1,000,000</u>	Program Income (estimate)
	\$ 6,886,901	
ESG:	\$ 1,203,874	2018-19 Entitlement
HOPWA:	<u>\$ 6,645,116</u>	2018-19 Entitlement
	\$31,021,054	Total FY 2018-19 HUD Consolidated Plan Budget

FY 2017-18 Reprogramming Budget:

\$ 3,323,870 Unobligated funds in FY 2016-17 and prior years

Memorandum



CITY OF DALLAS

DATE: May 17, 2018

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

SUBJECT: Office of the City Auditor Preliminary Fiscal Year 2019 Budget Proposal

I will provide a briefing to the members of the Government Performance & Financial Management Committee on Monday, May 21, 2018 regarding:

- Office of the City Auditor Preliminary Fiscal Year 2019 Budget Proposal

Respectfully,

A handwritten signature in black ink that reads "Craig D. Kinton".

Craig D. Kinton
City Auditor

C: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
M. Elizabeth Reich, Chief Financial Officer
Biliera Johnson, City Secretary
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

**Office of the City Auditor
Preliminary Fiscal Year 2019
Budget Proposal**

**Government Performance & Financial
Management Committee
May 21, 2018**

**Craig D. Kinton, City Auditor
Office of the City Auditor
City of Dallas**



Preliminary Budget Proposal – City Charter

- The Office of the City Auditor (Office) is established by the City of Dallas (City) Charter, Chapter IX as an independent audit function with the primary responsibility of serving at the direction of the City Council.
- **Proposition 5 (11-04-2014) Amended Ch. XI, Sec 2**
The city auditor shall furnish a detailed budget estimate of the needs and requirements of the city auditor's office for the coming year directly to the city council, to be approved by the city council, and then consolidated with the city manager's annual budget estimate. (Amend. of 11-8-05, Prop. No. 13; Amend. of 11-4-14, Prop. No. 5)

Preliminary Budget Proposal – Mission and Purpose

Mission

To promote public trust and advance accountability through independent, objective, and useful professional services

Purpose

To assist the City Council with oversight responsibilities and management with operational responsibilities

Objective assessments provide information regarding:

- ❑ Accountability for City resources
- ❑ Adequacy of internal controls
- ❑ Accuracy of information
- ❑ Efficiency and effectiveness of City programs, projects, and departments

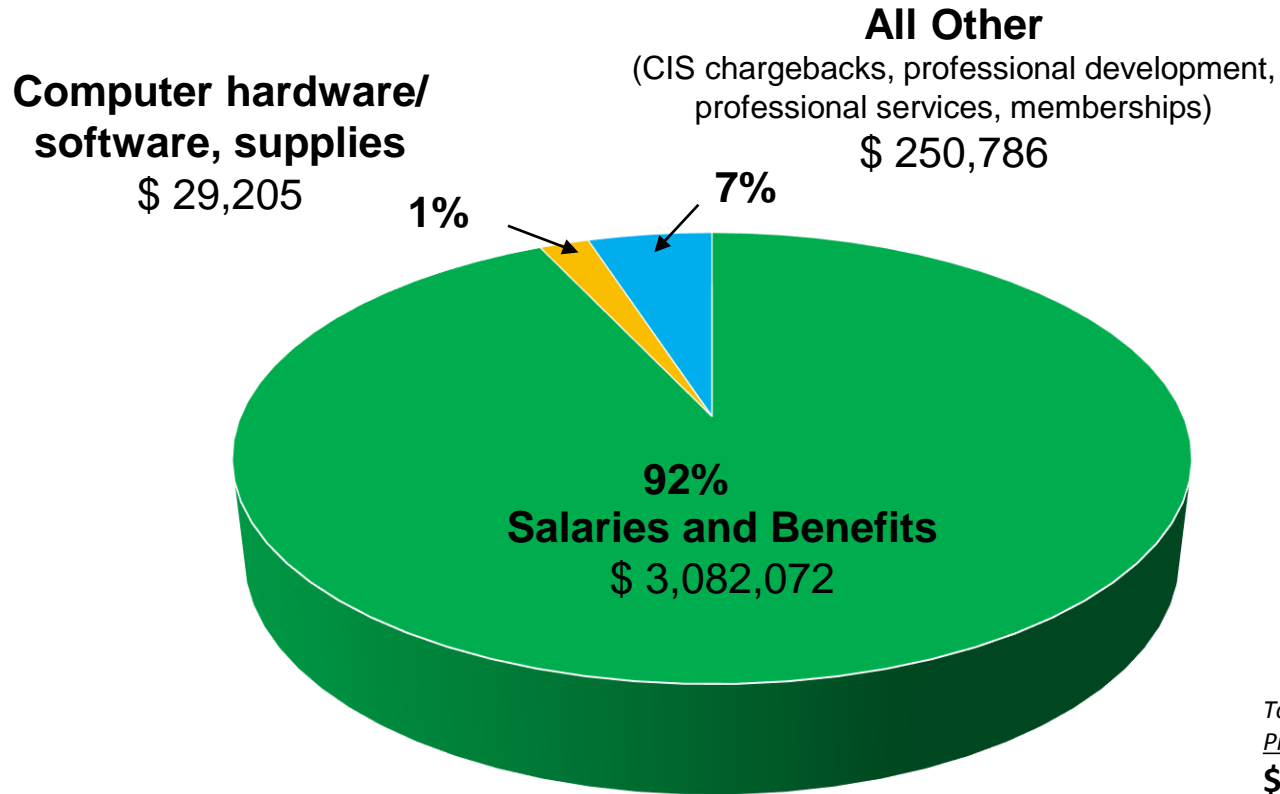
Preliminary Budget Proposal - Overview

	FY 2017-2018 Budget	FY 2017-2018 Estimate (as of 03/31/2018)	FY 2018-2019 Total Proposed
Total Expenditures	\$ 3,360,043	\$ 3,143,878	\$ 3,362,063
Total FTEs	26.0	25.2	26.0

Preliminary Budget Proposal – Notable Items

- Full-year funding of FY 2018 merit increases that were effective January 2018
- Peer Review – Required by Government Audit Standards every three years

Preliminary Budget Proposal – Breakdown



Preliminary Budget Proposal – Final Adjustments Needed

- Decision on:
 - Merit increases
 - Pension costs
 - Healthcare costs
 - Worker's Compensation rates
 - Property, casualty, and public liability insurance
 - CIS chargebacks

Preliminary Budget Proposal – Revenue Impact

- Audits provide oversight of controls supporting operational responsibilities for revenue collections
- Office administers sales/use tax compliance contract
- Office administers outsourced audit of utility franchise fees

Preliminary Budget Proposal – FY 2017 Results

	FY 2017 Target	FY 2017 Actual	FY 2018 Target	FY 2018 YTD Actual
Outputs				
Performance Audits	17	12	16	9
Attestations	0	0	0	1
Investigative Reports	8	6	18	0
Nonaudit Services	6	21	16	8
Efficiency				
Percentage of Hours on Direct Projects	73%	78%	75%	77%
Hourly Billable Rate	\$80.94	\$83.13	\$86.63	\$80.98

Preliminary Budget Proposal

Outcomes

City management's implementation of Office recommendations improves City operations and delivery of City services

	FY 2017 Target	FY 2017 Actual	FY 2018 Target	FY 2018 YTD Actual
Outcome Measures Include:				
Percentage of Recommendations Management Agrees to Implement	93%	86%	94%	100%
Percentage of Recommendations Implemented by Management	90%	40%	90%	---
Percentage of Substantiated Fraud/Waste/Abuse Complaints Resulting in Accountability Actions	100%	100%	100%	100%

Next Steps

- Seeking recommendation to the full City Council from the Government Performance & Financial Management Committee for approval of the Office's proposed preliminary budget estimate of \$3,362,063 (subject to final citywide adjustments, such as staff benefits, insurance, CIS chargebacks, and other items that may affect all City departmental budgets) to be included in the City Manager's annual budget estimate for FY 2018-19
- Item will be on the City Council Agenda for Wednesday, June 13, 2018

**Office of the City Auditor
Preliminary Fiscal Year 2019
Budget Proposal**

**Government Performance & Financial
Management Committee
May 21, 2018**

**Craig D. Kinton, City Auditor
Office of the City Auditor
City of Dallas**



Memorandum



CITY OF DALLAS

DATE May 17, 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 **Office of Budget Quarterly Report**

On Monday, May 21, 2018, the Office of Budget will brief the Government Performance & Financial Management Committee on the Office of Budget Quarterly Report. I have attached the briefing for your review.

Please let me know if you need additional information.

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
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

Office of Budget Quarterly Report

**Government Performance and
Financial Management Committee
May 21, 2018**

**Jack Ireland, Director
Janette Weedon, Assistant Director
LaToya Jackson, Assistant Director**



City of Dallas

Presentation Overview

- Provide an update for the second quarter of FY 2017-18 (through March 31, 2018)



Financial Forecast Report

- Compare budget to year-to-date (YTD) actual revenues and expenditures
- Forecast financial status for the end of the fiscal year



Dallas 365 Report

- Compare YTD target to YTD actual for performance measures
- Provide narrative related to each metric



Budget Initiative Tracker

- Provide current status of major initiatives included in the budget
- Indicate progress for implementing initiatives





Financial Forecast Report



General Fund as of March 31, 2018

(Dollars in Millions)

	Amended Budget	Year-to-Date (YTD) Actual	Year-End (YE) Forecast	Difference (between Year-End Forecast & Budget)	Difference as Percent of Budget
Revenues	\$1,278.8	\$867.2	\$1,286.1	\$7.3	0.57%
Expenses	\$1,278.8	\$582.6	\$1,279.4	\$0.6	0.05%
Difference	\$0	\$284.6	\$6.7	\$6.7	0.52%

- Report does not include appropriation adjustments approved by Council on April 25
- \$3.7m of forecast \$6.7m year-end surplus was added to budget on April 25

General Fund – Notable Variances

- Police and Fire uniform overtime is forecast to be over-budget (\$12.3m) but is partially offset by uniform pay that is forecast to be under-budget (\$8.4m)
- April 25 budget adjustments added \$3.7m of surplus revenue and \$1.7m reimbursement from 911 Fund to address Fire Department overtime expense
- Surplus revenue includes:
 - Property tax - \$1.6m
 - Charges for Service (EMS supplemental payment) - \$1.3m
 - Miscellaneous (Atmos payment) - \$0.8m



General Fund – Notable Variances

- Other General Fund adjustments on April 25 included:
 - Decrease Non-Departmental by \$293,991 from master lease debt expense
 - Increase Housing by \$165,000 for non-grant funded home repair activities and staff cost for high impact landlord initiative
 - Increase 311 Customer Service by \$60,270 for contract services to provide translation services for non-English speaking callers
 - Increase Community Care by \$68,721 for contract temporary help, overtime, and building maintenance costs



Enterprise, Internal Service, & Other Funds – Notable Variances

- Following variances were addressed by April 25 budget ordinance
 - Convention and Event Services – increase \$1.6m expense from \$3.4m surplus revenue (for additional transfer to capital construction for facility maintenance and repair)
 - Sanitation Services – increase \$2.1m expense from \$4.3m surplus revenue (for fleet maintenance, TCEQ expenses, and facility repairs)
 - Equipment Services – increase \$1.3m expense from additional charges to customer departments (for increased fleet maintenance and repair costs)
 - 911 System Operations – increase \$1.7m expense from available fund balance (for additional reimbursement to Fire Department for overtime)



Enterprise, Internal Service, & Other Funds – Notable Variances

- Water Utilities is forecast to be below budget (\$16.2m) due to settlement of Sabine River Authority dispute
 - Savings will be used to minimize future rate increases



Financial Forecast Report

- Revenues and expenses will continue to be reviewed and reported to GPFM committee each month
- Additional adjustments for the current fiscal year will be presented to GPFM and Council in August/September, if necessary





Dallas 365 Report



Dallas 365

- We are committed to **Service First**, 365 days each year
- Dallas 365 provides City Council and citizens information about how the City is performing on 35 metrics that align to our 6 strategic priorities
- Dallas 365 is about transparency and accountability
- Dashboard is updated monthly and located at www.dallas365.dallascityhall.com



Strategic Priorities – Status of Target vs Actual Data



Public Safety - Enhance the welfare and general protection of residents, visitors, and businesses in Dallas



Human & Social Needs - Provide services and programs to meet basic human needs by focusing on prevention or resolution of systemic problems



Mobility Solutions, Infrastructure, & Sustainability - Design, build, and maintain the underlying structures necessary to support Dallas' citizens



Quality of Life - Provide opportunities that enhance the standard of health, comfort, and happiness of Dallas residents



Economic & Neighborhood Vitality - Strengthen and grow the business community while planning and strengthening the long-term vitality of Dallas neighborhoods



Government Performance & Financial Management - Ensure that internal operations are conducted in a manner that promote core values of excellence, empathy, equity, and ethics

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X





Second Quarter Results

Public Safety – Enhance the welfare and general protection of residents, visitors, and businesses in Dallas

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
1	Fire-Rescue	Average response time 1 st paramedic (in minutes)	5:00	5:25	!
2	Fire-Rescue	Percent 1 st company responding to structure fires within 5:20 of dispatch	90%	83.8%	!
3	Police	Homicide clearance rate	56%	91.1%	✓
4	Police	Response time for dispatched Priority 1 calls	8:00	9:00	!
5	Police	Number of arrests by Field Patrol	26,000	21,610	!
6	Police	Number of Arrests by Narcotics Division	402	343	!
7	Police	Percent 911 calls answered within 10 seconds	90%	94.1%	✓
8	Police	Number of community events attended	900	944	✓





Second Quarter Results

Mobility Solutions, Infrastructure, and Sustainability – Design, build, and maintain the underlying structures necessary to support Dallas’ citizens

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
9	Public Works	Number of potholes repaired	17,050	28,400	✓
10	Public Works	Percent of street segments completed within scheduled work days	91%	97%	✓
11	Public Works	Number of lane miles resurfaced	93.5	65.7	✗
12	Sanitation Services	Missed refuse and recycling collections per 10,000 collections pints/service opportunities	11.5	11.3	✓
13	Sanitation Services	Tons of recyclables collected	28,808	26,930	!
14	Transportation	Percent of street thoroughfare street lights working	96%	94.6%	✓
15	Transportation	Percent of streets with visible striping	50%	42.3%	!
16	Water Utility	Meter reading accuracy rate	99.95%	99.92%	✓



City of Dallas



Second Quarter Results

Economic and Neighborhood Vitality – Strengthen and grow the business community while planning and strengthening the long-term vitality of Dallas neighborhoods by expanding housing options and creating job opportunities

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
17	Housing & Neighborhoods	Average cost per home repair	\$75,000	\$16,812	X
18	Housing & Neighborhoods	Number of housing units produced	152	563	✓
19	Economic Development	Net new jobs created	3,938	9,743	✓
20	Economic Development	Overall value of permits issued	\$2,000,000,000	\$1,967,161,628	✓





Second Quarter Results

Human and Social Needs – Provide services and programs to meet basic human needs by focusing on prevention or resolution of systemic problems

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
21	Community Care	Number of seniors served	967	758	X
22	Community Care	Cost per household assisted	\$720	\$653	!
23	Homeless Solutions	Number of days to close homeless encampment from report to clean-up, hardening, or reclamation	45	14.8	✓
24	Homeless Solutions	Number of unduplicated homeless persons placed in housing	118	164	✓
25	Welcoming Communities	Number of community engagements undertaken	46	162	✓





Second Quarter Results

Quality of Life – Provide opportunities that enhance the standard of health, comfort, and happiness of Dallas residents

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
26	Code Compliance	Number of single family rental properties inspected (initial inspections and reinspections)	5,000	7,269	✓
27	Code Compliance	Number of lots mowed and cleaned	18,000	8,916	✗
28	Code Compliance	Percent of 311 service requests responded to within stated estimated response time (ERT)	96%	95.7%	✓
29	Animal Services	Live release rate	75%	81.1%	✓
30	Animal Services	Percent increase in field impoundments	14%	28.1%	✓
31	Library	Library visits in person, online, and for programs	3,656,000	3,697,047	✓
32	Cultural Affairs	Attendance at OCA supported arts events	2,291,744	2,992,731	✓
33	Park & Recreation	Percent of residents within ½ mile of a park	61%	58%	✓





Second Quarter Results

Government Performance and Financial Management – Ensure that internal operations are conducted in a manner that promote core values of excellence, empathy, equity, and ethics

Number	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
34	City Controller	Percent of invoices paid within 30 days	93%	94.3%	✓
35	Business Diversity	Percent of dollars spent with local businesses	50%	51.9%	✓



City of Dallas



Budget Initiative Tracker



Initiative Tracker

- As part of our **Service First** commitment, we not only track the 35 performance measure in Dallas 365, but we also track other initiatives included in the budget to ensure that we are delivering the results we promised
- In our Initiative Tracker, we will monitor the status of 55 budget initiatives
- Initiative Tracker is one more example of transparency and accountability



Initiative Tracker

- Report includes initiative number, title, completion date, brief description, status, and progress
- Progress bar indicates the phase of implementation
 - Planning – in discussion and preparation to begin
 - In Progress – initial stages of implementation
 - Deployment – project underway
 - Complete – no further action needed



Initiative Tracker

Strategic Area	Planning	In Progress	Deployment	Complete	Total
Public Safety	0	4	3	3	10
Mobility Solutions, Infrastructure, & Sustainability	0	8	3	2	13
Economic & Neighborhood Vitality	0	2	1	0	3
Human & Social Needs	0	1	4	0	5
Quality of Life	0	4	3	1	8
Government Performance & Financial Management	2	9	4	1	16
Total	2	28	18	7	55





Initiative Tracker

Public Safety – Enhance the welfare and general protection of residents, visitors, and businesses in Dallas

#	Department	Initiative Name	Status
1	Fire-Rescue	New fire rescue officers	Deployment
2	Fire-Rescue	EMS rescue units (ambulances)	Complete
3	Fire-Rescue	Peak demand rescue units (ambulances)	Complete
4	Fire-Rescue	Dispatch personnel	Complete
5	Fire-Rescue	Priority Dispatch	In Progress
6	Fire-Rescue	Training and promotional exams	Deployment
7	Police	New police officers	In Progress
8	Police	911 improvements	Deployment
9	Police	Crime analysts	In Progress
10	Police	Crime statistics reporting	In Progress





Initiative Tracker

Mobility Solutions, Infrastructure, and Sustainability – Design, build, and maintain the underlying structures necessary to support Dallas’ citizens

#	Department	Initiative Name	Status
11	Aviation	Fueling operations	In Progress
12	Building Services	City facility repairs	In Progress
13	Building Services	DPD security enhancements	Deployment
14	Building Services	Cultural facility improvements	Deployment
15	Building Services	ADA improvements	In Progress
16	Building Services	Capital technology enhancements	In Progress
17	Public Works	Street lane miles	In Progress
18	Sanitation	Equipment replacement	In Progress
19	Sustainable Development	License automation	Complete
20	Sustainable Development	Technology deployment	Deployment
21	Transportation	Traffic signal replacement	In Progress
22	Transportation	Street lighting	Complete
23	Water Utilities	Water quality	In Progress



City of Dallas



Initiative Tracker

Economic and Neighborhood Vitality – Strengthen and grow the business community while planning and strengthening the long-term vitality of Dallas neighborhoods by expanding housing options and creating job opportunities

#	Department	Initiative Name	Status
24	Housing	Home repair	In Progress
25	Fair Housing	Regional assessment of Fair Housing	Deployment
26	Economic Development	Market value analysis	In Progress





Initiative Tracker

Human and Social Needs – Provide services and programs to meet basic human needs by focusing on prevention or resolution of systemic problems

#	Department	Initiative Name	Status
27	Community Care	Address aggressive solicitation	Deployment
28	Community Care	Senior dental program	Deployment
29	Community Care	Teen pregnancy initiative	In Progress
30	Homeless Solutions	Address homeless encampments	Deployment
31	Welcoming Communities	Welcoming communities and immigrant affairs	Deployment





Initiative Tracker

Quality of Life – Provide opportunities that enhance the standard of health, comfort, and happiness of Dallas residents

#	Department	Initiative Name	Status
32	Code Compliance	Intensive case resolution team	In Progress
33	Convention Center	Capital improvements	Deployment
34	Animal Services	Boston Consulting Group recommendations	Deployment
35	Library	Expand library hours	Complete
36	Library	Adult education	Deployment
37	Cultural Affairs	Cultural affairs priorities	In Progress
38	Park & Recreation	Aquatics and facility projects	In Progress
39	Park & Recreation	Senior programming	In Progress





Initiative Tracker

Government Performance and Financial Management – Ensure that internal operations are conducted in a manner that promote core values of excellence, empathy, equity, and ethics

#	Department	Initiative Name	Status
40	Controller's Office	Consolidation of accounts payable	In Progress
41	Secretary's Office	Board and Commissions	Planning
42	Civil Service	Video recording	Planning
43	CIS	Improving processes through technology	In Progress
44	311 Call Center	New CRM system	In Progress
45	312 Call Center	Citizen engagement at remote City facilities	Complete
46	313 Call Center	Citizen engagement	Deployment
47	CPE	Monitor audit deficiencies	In Progress
48	Business Diversity	Enhanced analysis	Deployment
49	Strategic Partnerships	External relations/strategic partnerships	In Progress
50	Strategic Partnerships	Youth Commission	Deployment
51	Public Affairs	Community outreach	In Progress
52	Resiliency Office	Equity indicators	In Progress
53	Mayor & Council	Council offices	In Progress
54	Office of Budget	Community survey	Deployment
55	Risk Management	Collision review committee	In Progress



Office of Budget Quarterly Report

**Government Performance and
Financial Management Committee
May 21, 2018**

**Jack Ireland, Director
Janette Weedon, Assistant Director
LaToya Jackson, Assistant Director**



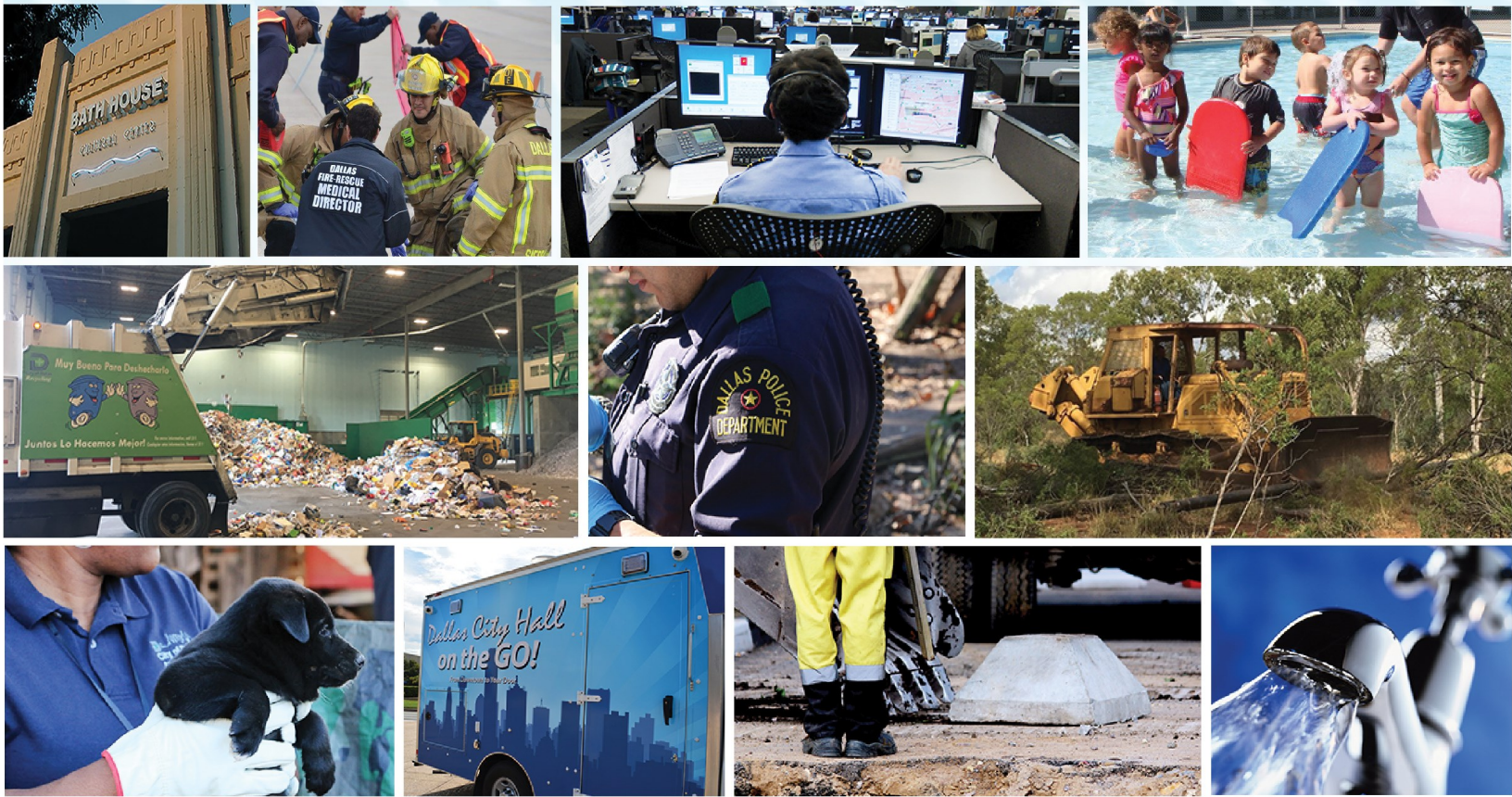
City of Dallas



FY 2017-18 FINANCIAL FORECAST REPORT

Information as of March 31, 2018

SERVICE FIRST



GENERAL FUND OVERVIEW

As of March 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		\$171,747,804	11,130,612
Revenues	1,276,420,942	1,278,812,888	867,249,760	1,286,105,167	7,292,279
Expenditures	1,276,420,942	1,278,812,888	582,602,518	1,279,380,202	567,314
Ending Fund Balance	\$160,617,192	\$160,617,192		\$178,472,769	\$17,855,577

SUMMARY

The General Fund overview provides a summary of financial activity through March 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.

Fund Balance. The summary includes fund balance with the year-end revenue and expenditure forecasts. As of March 31, 2018, the Year-End Forecast beginning fund balance represents the FY 2016-17 unassigned ending fund balance and includes FY 2016-17 year-end savings.

Revenues. Through March 31, 2018, General Fund revenues are projected to be above budget by \$7.3 million primarily due to property taxes trending above average; Emergency Ambulance revenue from the State; electric, fiber optic, and commercial container franchise fees; and a new contract with the State Fair for patrol services.

Expenditures. Through March 31, 2018, General Fund expenditures are projected to be over budget by \$0.6 million due to overtime in Dallas Fire Rescue (DFR) offset by savings in other departments. Most departments are under budget as a result of vacancies.

Amendments. 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;
- 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;
- January 17, 2018 by resolution #18-0125 in the amount of \$1,640,000 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018; and
- March 28, 2018 by resolution #18-0442 in the amount of \$189,300 for emergency flood remediation and related repairs related to the theater automation system at the Dee and Charles Wylie Theater.

GENERAL FUND REVENUES

As of March 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	\$644,989,349	\$653,988,652	\$1,920,694
Sales Tax ²	303,349,086	303,349,086	100,845,608	302,975,220	(373,866)
Franchise & Other ³	135,319,609	135,319,609	65,936,303	138,147,158	2,827,549
Charges for Services ⁴	103,578,036	103,578,036	33,434,144	106,119,704	2,541,668
Fines and Forfeitures ⁵	36,515,082	36,515,082	11,862,195	35,089,028	(1,426,054)
Operating Transfers In ⁶	22,777,865	25,169,811	139,404	25,169,811	0
Intergovernmental	9,548,046	9,548,046	998,271	9,650,072	102,026
Miscellaneous ⁷	6,580,004	6,580,004	4,025,471	7,481,775	901,771
Licenses & Permits	4,668,685	4,668,685	3,082,698	4,669,418	733
Interest ⁸	2,016,571	2,016,571	1,936,317	2,814,329	797,758
Total Revenue	\$1,276,420,942	\$1,278,812,888	\$867,249,760	\$1,286,105,167	\$7,292,279

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 0.29 percent (\$1,920,000) greater than budget based on current year property tax and penalties and interest trending above average.

2 Sales Tax. Sales tax revenues are forecast to be 0.1 percent (\$373,000) less than budget based on most recent sales tax receipts. Sales tax receipts have increased by 0.9 percent over the most recent 12 months.

3 Franchise and Other. Franchise and Other revenues are projected to be 0.97 percent (\$2,830,000) over budget primary due to electric, fiber optics, and commercial container franchise fees.

4 Charges for Service. Charges for services revenues are forecast to be 2.3 percent (\$2,540,000) greater than budget primarily due to a \$1.3 million increase in the Emergency Ambulance revenue from the State and a new agreement signed with State Fair for police patrol services in which FY 2017-18 received revenue for prior years State Fairs (\$1,000,000).

5 Fines and Forfeitures. Fines and forfeitures are projected to be 3.9 percent (\$1,430,000) 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 (\$929,000) and a decrease of 8,000 traffic citations over the same time period last year (\$578,000).

6 Operating Transfer In. The revenue budget for Operating Transfer In was amended on:

- October 25, 2017 by resolution #17-1652 for a Regional Assessment of Fair Housing;
- November 8, 2017 by resolution #17-1735 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wylie Theatre;
- January 17, 2018 by resolution #18-0125 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018; and
- March 28, 2018 by resolution #18-0422 for emergency flood remediation and related repairs related to the theater automation system at the Dee and Charles Wylie Theater.

VARIANCE NOTES

7 Miscellaneous. Miscellaneous revenue is projected to be 13.7 percent (\$900,000) greater than budget primarily due to an \$800,000 reimbursement from Atmos Energy for the City's support provided to residents affected by the gas emergency.

8 Interest. Interest earned revenues are projected to be 40 percent (\$798,000) over budget based on current trends.

GENERAL FUND EXPENDITURES

As of March 31, 2018

Expenditure Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	\$234,373,044	\$236,552,789	\$105,557,702	\$231,619,712	(\$4,933,077)
Civilian Overtime	6,087,198	6,087,198	4,233,297	8,406,361	2,319,163
Civilian Pension	33,654,027	33,951,878	15,346,523	33,123,642	(828,236)
Uniform Pay	397,751,284	401,698,616	184,516,595	393,279,989	(8,418,627)
Uniform Overtime	32,141,841	32,197,371	24,066,407	44,475,074	12,277,703
Uniform Pension	151,450,013	153,665,564	68,751,286	153,665,564	0
Health Benefits	62,526,985	62,812,518	28,500,376	62,812,518	0
Workers Comp	10,211,638	10,211,638	0	10,211,638	0
Other Personnel Services	10,600,247	10,688,092	4,621,974	10,983,886	295,794
Total Personnel Services ¹	938,796,277	947,865,664	435,594,159	948,578,384	712,720
Supplies ²	76,688,160	77,667,357	35,098,019	77,576,000	(91,357)
Contractual Services ³	341,963,586	343,577,781	123,738,183	347,558,506	3,980,725
Capital Outlay ⁴	8,000,250	8,329,492	2,791,035	9,322,853	993,361
Reimbursements ⁵	(89,027,331)	(98,627,406)	(14,618,880)	(103,655,541)	(5,028,135)
Total Expenditures	\$1,276,420,942	\$1,278,812,888	\$582,602,518	\$1,279,380,202	\$567,314

VARIANCE NOTES

1 Personnel Services. Current year-end forecast is \$713,000 over budget primarily due to uniform overtime expenses. Uniform overtime YE forecast assumes \$6.0 million for the Dallas Police Department and \$6.2 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 \$91,000 below budget resulting from other supplies, tools, uniform, and software purchases.

3 Contractual Services. Current year-end forecast is \$4.0 million over budget primarily due to contract temporary help, credit card charges, equipment maintenance and Dallas Fire Rescue unbudgeted increase in emergency ambulance supplement contract payment.

4 Capital Outlay. Current year-end forecast is \$993,000 over budget due primarily to vehicles purchased by Dallas Animal Services that will be reimbursed by an unbudgeted reimbursement, an approved purchase of a nuisance abatement brush truck using salary savings in Code Compliance, and the purchase of Gator vehicles by Code Compliance to better move in and out from alleys and back streets to clean litter, tires, and trash.

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 \$5.0 million greater than budget, primarily due to:

- \$1.7 million greater than budgeted reimbursement to Dallas Fire Rescue from the 9-1-1 System Operations Fund;
- \$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;
- \$720,000 reimbursement from a Police Donation Fund for overtime expenses incurred in FY 2016-17 for increased patrols in the Oak Lawn area;
- \$350,000 Dallas Animal Services reimbursement from a special revenue fund for vehicles;

VARIANCE NOTES

- \$313,500 Public Works greater than budgeted reimbursement for staff time on TIF projects;
- \$151,000 Courts and Detention Services unbudgeted reimbursement from the City Attorney's Office for three full-time staff dedicated to the Community Courts;
- \$130,000 Park and Recreation greater than budgeted reimbursement for overtime work at Fair Park performed by Facility Services; and
- \$60,000 Office of Cultural Affairs greater than budgeted reimbursement from the Hotel Occupancy Tax Fund.

GENERAL FUND EXPENDITURES

As of March 31, 2018

Expenditure By Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Building Services	\$28,590,583	\$28,667,529	\$14,885,855	\$28,664,493	(\$3,036)
City Attorney's Office	16,788,175	16,788,175	7,679,495	16,657,786	(130,389)
City Auditor's Office ¹	3,360,043	3,360,043	1,351,832	3,143,878	(216,165)
City Controller's Office	5,351,812	5,379,331	2,552,278	5,351,812	(27,519)
Independent Audit	891,157	891,157	0	891,157	0
City Manager's Office	2,266,902	2,348,029	1,190,069	2,348,029	0
City Secretary ²	2,367,327	2,632,693	1,225,490	2,642,297	9,604
Civil Service	3,080,815	3,080,815	1,382,463	3,078,647	(2,168)
Code Compliance	30,438,826	30,438,826	13,171,881	30,438,826	0
Court Services	11,627,393	11,627,393	5,862,734	11,597,971	(29,422)
Jail Contract	8,484,644	8,484,644	3,535,268	8,484,644	0
Dallas Animal Services	14,007,159	14,007,159	6,783,674	13,964,017	(43,142)
Dallas Fire Department ³	267,026,909	267,026,909	129,538,812	270,806,652	3,779,743
Dallas Police Department ⁴	465,522,805	464,763,484	214,642,938	464,763,484	0
Housing and Neighborhood Services ⁵	3,668,283	3,845,682	1,860,220	3,945,783	100,101
Human Resources	5,234,618	5,234,618	2,584,076	5,107,620	(126,998)
Judiciary	3,454,079	3,454,079	1,713,466	3,409,686	(44,393)
Library	31,279,877	31,279,877	14,901,144	30,943,419	(336,458)
Office of Management Services					
311 Customer Services ⁶	3,509,120	3,509,120	2,092,053	3,294,089	(215,031)
Center for Performance Excellence	1,265,811	1,265,811	719,915	1,254,596	(11,215)
Council Agenda Office	224,495	228,355	96,228	228,355	0
EMS Compliance Program ⁷	340,988	340,988	142,655	321,182	(19,806)
Ethics and Diversity	97,631	119,855	14,562	119,855	0
Fair Housing ⁸	278,274	397,837	241,501	397,837	0
Office of Strategic Partnerships ⁹	726,947	3,126,947	448,240	3,044,006	(82,941)
Office of Business Diversity ¹⁰	793,297	793,297	360,915	716,377	(76,920)
Office of Community Care ¹¹	4,932,564	4,932,564	2,250,544	4,987,708	55,144
Office of Emergency Management ¹²	715,020	715,020	435,079	750,823	35,803
Office of Environmental Quality	1,197,487	1,197,487	834,507	1,146,850	(50,637)
Office of Homeless Solutions	10,081,328	10,081,328	6,545,406	10,081,328	0
Public Affairs and Outreach ¹³	1,666,011	1,400,645	555,287	1,400,643	(2)
Resiliency Office	353,875	353,875	160,810	353,875	0
Welcoming Communities	428,845	428,845	175,242	428,845	0
Mayor and City Council	4,820,561	4,834,775	2,206,089	4,834,775	0
Non-Departmental ¹⁴	77,323,336	77,323,336	7,598,074	75,789,989	(1,533,347)
Office of Budget	3,406,338	3,406,338	1,554,439	3,360,719	(45,619)
Office of Cultural Affairs ¹⁵	20,268,063	20,899,767	15,221,262	20,899,767	0
Office of Economic Development	4,840,594	4,840,594	2,198,726	4,840,594	0
Park and Recreation	98,005,546	98,269,651	45,653,613	98,199,575	(70,076)
Planning and Urban Design	2,911,297	2,911,297	1,407,279	2,889,869	(21,428)
Procurement Services	2,389,442	2,389,442	1,095,535	2,329,412	(60,030)
Public Works	73,137,927	73,137,927	45,597,651	72,923,051	(214,876)
Sustainable Development	1,656,869	1,656,869	1,234,900	1,605,406	(51,463)
Transportation	44,325,574	44,325,574	18,523,458	44,325,574	0
Trinity Watershed Management	1,302,754	1,302,754	376,854	1,302,754	0
Total Departments	\$1,264,441,401	\$1,267,500,741	\$582,602,518	\$1,268,068,055	\$567,314
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	1,982,606	0	1,982,606	0
Total Expenditures	\$1,276,420,942	\$1,278,812,888	\$582,602,518	\$1,279,380,202	\$567,314

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 City Auditor's Office. City Auditor's Office expenditures are forecast to be \$216,000 below budget due to salary savings associated with five vacancies.

2 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). City Secretary's Office expenditures are forecast to be \$10,000 over-budget due to an office expansion needed to accommodate the new open records division.

3 Dallas Fire Department. Dallas Fire Department expenditures are forecast to be \$3.8 million over budget primarily driven by increased uniform overtime due to higher than expected attrition. 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. These expenses are offset by \$1.7 million greater than budgeted reimbursement from the 9-1-1 System Operations Fund. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

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

5 Housing and Neighborhood Services. Housing and Neighborhood Services expenditures are forecast to be \$100,000 over budget due to funding for a caseworker for the High Impact Landlord Initiative, additional home repair work at eight Home Repair Program properties and expenses associated with moving support staff from Bexar Street offices back to City Hall. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

6 311 Customer Services. 311 Customer Services is forecast to be \$215,000 under budget due to a ten percent overall attrition rate in its customer service agents and a decreased demand for overtime. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

7 EMS Compliance Program. EMS Compliance Program expenditures are forecast to be \$20,000 under budget primarily due to the non-renewal of the ComplyAssistant contract. The ComplyAssistant contract is a web-based software that was used to document and monitor the City's healthcare compliance activities.

8 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.

9 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.

10 Office of Business Diversity. Office of Business Diversity expenditures are forecast to be \$77,000 below budget due to salary savings associated with vacancies.

11 Office of Community Care. Office of Community Care is forecast \$55,000 over budget due to unbudgeted contract temporary help, overtime, and building maintenance. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

12 Office of Emergency Management. Office of Emergency Management is forecast to be \$36,000 over budget due to grant reimbursements from the State of Texas that will not be received until FY 2018-19.

VARIANCE NOTES

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.

14 Non-Departmental. Non-Departmental expenditure forecast \$1.5 million less than budget primarily due to a delay in Master Lease draw for new equipment purchase which will occur in fall of FY 2018-19. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

15 Office of Cultural Affairs. Office of Cultural Affairs budget was increased by \$139,000 on November 8, 2017 by resolution # 17-1735 and by \$189,3000 on March 28, 2018 by resolution #18-0442(approved use of contingency reserve funds) to reimburse the ATTPAC for emergency flood remediation and repairs at the Dee and Charles Wylly Theatre, and on February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018.

16 Salary and Benefit Reserve. Salary and Benefit Reserve funds totaling \$667,000 were allocated to Building Services (\$77,000), the City Controller's Office (\$27,000), the City Manager's Office (\$81,000), Housing and Neighborhood Revitalization (\$177,000), City Agenda Office (\$4,000), Ethics and Diversity (\$22,000), Mayor and Council (\$14,000), and Park and Recreation (\$264,000) for personnel related expenditures, primarily unbudgeted vacation/sick termination payments.

ENTERPRISE FUNDS

As of March 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
AVIATION					
Beginning Fund Balance	\$13,811,768	\$13,811,768		\$14,111,807	\$300,039
Total Revenues:	127,028,405	127,028,405	58,966,758	127,072,180	43,775
Total Expenditures:	127,028,405	127,028,405	30,464,349	127,017,387	(11,018)
Ending Fund Balance	\$13,811,768	\$13,811,768		\$14,166,600	\$354,833
CONVENTION AND EVENT SERVICES¹					
Beginning Fund Balance	\$32,258,124	\$32,258,124		\$33,234,399	\$976,275
Total Revenues:	97,787,266	97,787,266	44,153,709	101,328,799	3,541,533
Total Expenditures:	97,787,266	97,787,266	38,639,541	100,927,180	3,139,914
Ending Fund Balance	\$32,258,124	\$32,258,124		\$33,636,017	\$1,377,893
MUNICIPAL RADIO²					
Beginning Fund Balance	\$1,217,847	\$1,217,847		\$1,087,586	(\$130,261)
Total Revenues:	2,098,813	2,098,813	901,424	2,015,000	(83,813)
Total Expenditures:	2,051,318	2,051,318	1,023,670	1,967,094	(84,224)
Ending Fund Balance	\$1,265,342	\$1,265,342		\$1,135,492	(\$129,850)
SANITATION SERVICES³					
Beginning Fund Balance	\$22,431,707	\$22,431,707		\$29,641,449	\$7,209,742
Total Revenues:	102,279,097	102,279,097	54,444,996	106,706,755	4,427,658
Total Expenditures:	102,279,097	102,279,097	35,560,806	104,419,917	2,140,820
Ending Fund Balance	\$22,431,707	\$22,431,707		\$31,928,287	\$9,496,580
STORM DRAINAGE MANAGEMENT					
Beginning Fund Balance	\$4,546,490	\$4,546,490		\$7,593,575	\$3,047,085
Total Revenues:	55,987,895	55,987,895	28,212,133	56,106,197	118,302
Total Expenditures:	55,936,837	55,936,837	24,600,258	55,631,703	(305,134)
Ending Fund Balance	\$4,597,548	\$4,597,548		\$8,068,070	\$3,470,522
SUSTAINABLE DEVELOPMENT AND CONSTRUCTION⁴					
Beginning Fund Balance	\$37,809,029	\$37,809,029		\$43,778,944	\$5,969,915
Total Revenues:	31,711,218	31,711,218	17,028,680	31,551,349	(159,869)
Total Expenditures:	32,376,190	32,376,190	14,233,787	32,375,395	(795)
Ending Fund Balance	\$37,144,057	\$37,144,057		\$42,954,898	\$5,810,841
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DALLAS WATER UTILITIES⁵					
Beginning Fund Balance	\$84,788,025	\$84,788,025		\$95,808,193	\$11,020,168
Total Revenues:	667,471,388	667,471,388	311,385,995	667,472,258	870
Total Expenditures:	667,471,388	667,471,388	256,485,534	651,309,866	(16,161,522)
Ending Fund Balance	\$84,788,025	\$84,788,025		\$111,970,585	\$27,182,560

INTERNAL SERVICES FUNDS

As of March 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		\$10,747,503	(\$212,184)
Total Revenues:	67,963,283	67,963,283	27,327,538	68,613,408	650,125
Total Expenditures:	70,242,680	70,242,680	39,105,496	69,735,669	(507,011)
Ending Fund Balance	\$8,680,290	\$8,680,290		\$9,625,242	\$944,952
Note: FY 2017-18 Budget reflects planned use of fund balance.					
RADIO SERVICES					
Beginning Fund Balance	\$2,537,356	\$2,537,356		\$1,087,586	(\$1,449,770)
Total Revenues:	4,823,063	4,823,063	852,573	4,842,826	19,763
Total Expenditures:	4,823,063	4,823,063	1,710,541	4,761,653	(61,410)
Ending Fund Balance	\$2,537,356	\$2,537,356		\$1,168,759	(\$1,368,597)
EQUIPMENT SERVICES⁷					
Beginning Fund Balance	\$5,611,863	\$5,611,863		\$7,726,208	\$2,114,345
Total Revenues:	52,652,059	52,652,059	21,234,077	54,560,286	1,908,227
Total Expenditures:	52,652,059	52,652,059	20,859,175	54,415,167	1,763,108
Ending Fund Balance	\$5,611,863	\$5,611,863		\$7,871,327	\$2,259,464
EXPRESS BUSINESS CENTER⁸					
Beginning Fund Balance	\$2,011,100	\$2,011,100		\$1,700,445	(\$310,655)
Total Revenues:	4,231,450	4,231,450	1,703,733	2,723,881	(1,507,569)
Total Expenditures:	3,740,420	3,740,420	919,709	2,182,551	(1,557,869)
Ending Fund Balance	\$2,502,130	\$2,502,130		\$2,241,775	(\$260,355)

OTHER FUNDS

As of March 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		\$12,060,896	\$6,118,984
Total Revenues:	12,539,195	12,539,195	5,398,923	12,254,597	(284,598)
Total Expenditures:	15,048,378	15,048,378	2,747,906	16,638,189	1,589,811
Ending Fund Balance	\$3,432,729	\$3,432,729		\$7,677,304	\$4,244,575
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DEBT SERVICE¹⁰					
Beginning Fund Balance	\$13,769,804	\$13,769,804		\$12,613,280	(\$1,156,524)
Total Revenues:	278,149,358	278,149,358	260,976,573	278,945,555	796,197
Total Expenditures:	267,322,998	267,322,998	0	267,322,998	0
Ending Fund Balance	\$24,596,164	\$24,596,164		\$24,235,837	(\$360,327)
EMPLOYEE BENEFITS¹¹					
City Contributions	\$86,088,120	\$86,088,120	\$41,674,026	\$86,088,120	\$0
Employee Contributions	38,086,396	38,086,396	20,956,273	38,086,396	0
Retiree	30,118,491	30,118,491	10,275,847	30,118,491	0
Other	0	0	(39,109)	(39,109)	(39,109)
Total Revenues:	154,293,007	154,293,007	72,867,036	154,253,898	(39,109)
Total Expenditures:	\$154,293,007	\$154,293,007	\$54,796,687	\$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 MANAGEMENT¹²					
Worker's Compensation	\$13,219,304	\$13,219,304	\$261,777	\$13,219,304	\$0
Third Party Liability	10,203,093	10,203,093	469,663	10,203,093	0
Purchased Insurance	3,090,183	3,090,183	(389)	3,090,183	0
Interest and Other	406,970	406,970	0	406,970	0
Total Revenues:	26,919,550	26,919,550	731,050	26,919,550	0
Total Expenditures:	\$29,406,225	\$29,406,225	\$10,657,699	\$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 March 31, 2018, the Year-End Forecast represents the FY 2016-17 ending fund balance. 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 Convention and Event Services. Convention and Event Services revenues are projected to exceed budget by \$3.5 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 \$3.1 million greater than budget primarily due to increases in food and beverage expenses associated with the increase in catering service revenues, an additional \$1.1 million Capital Construction transfer contingent upon realization of increased revenue estimate, and an increase in HVAC and electrical equipment expenses. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

2 Municipal Radio. Municipal Radio FY 2017-18 revenues are projected to be lower than budget by \$84,000 due a decrease in projected local radio advertisement sales. Expenditures are projected to be \$84,000 below budget primarily due to hiring delays for three vacant positions.

3 Sanitation Services. Sanitation Services revenues are projected to be \$4.4 million over budget primarily due to increase in private disposal waste tonnage from cash customers at the landfill. Expenditures are projected to be \$2.1 million greater than budget due to increased landfill disposal fees (\$643,000) paid to Texas Commission on Environmental Quality (TCEQ), Equipment Services maintenance charges (\$673,000) and master lease payments (\$695,000). Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

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 Dallas Water Utilities. Water Utilities expenditures are projected to be \$16.2 million less than budget due to a settlement of potential litigation with Sabine River Authority (SRA). The escrow payment 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 \$1.9 million primarily due to an increase in the rental rate charged to Sanitation for retained vehicles and an increase in direct work orders. Retained vehicles are units that were replaced but departments later opted to keep, along with the replacement unit. Equipment Services expenditures are projected to exceed budget by \$1.8 million due to maintenance for unbudgeted retained and added equipment, increased motor pool use, and increased costs for make ready of new vehicles which will be offset by additional revenue. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

8 Express Business Center. Express Business Center expenditures and revenues are projected to be \$1.5 million less than budget primarily 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.

VARIANCE NOTES

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 greater than budgeted \$1.7 million reimbursement to Dallas Fire Rescue. The YE forecast decline in revenue is due to decreases in residential and commercial wireline services. Budget adjustments approved by City Council on April 25, 2018 are not included in the March Financial Forecast Report but will be reflected in the April Financial Forecast Report.

10 Debt Service Fund. Debt Service Fund FY 2017-18 YE forecast revenues will exceed budget by \$796,000 due to current year collections trending above average.

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

12 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

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FY 2017-18 DALLAS 365 REPORT

Information as of March 31, 2018

SERVICE FIRST









My Fellow Residents of Dallas:

Last quarter we introduced the inaugural Dallas 365 report. In this second report readers will see the continuation of reporting related to those same performance measures. I am pleased to show the City's efforts to put "Service First" in these areas remain strong, as does our performance.



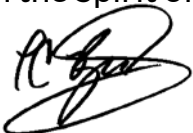
This second quarter Dallas 365 report breaks out city operations into six strategic priorities:

-  Public Safety
-  Mobility Solutions, Infrastructure, and Sustainability
-  Economic and Neighborhood Vitality
-  Human and Social Needs
-  Quality of Life
-  Government Performance and Financial Management

Identifying the 35 performance measures that are most important to you – our taxpayers and residents was not easy based on all the services the City provides. However, we know you understand staff members are working hard to provide excellence in service 365 days a year. That commitment to service extends beyond these 35 measures.

In this edition, I invite readers to rediscover the 35 performance measures, review our performance, and let us know if there's more we can do to meet you needs. Please visit www.dallas365.dallascityhall.com to stay up-to-date on our monthly progress and provide comments.

In the Spirit of Excellence,



T.C. Broadnax
City Manager

The City of Dallas' Performance-At-a-Glance

- 


Public Safety - Enhance the welfare and general protection of residents, visitors, and businesses in Dallas.
- 


Mobility Solutions, Infrastructure, and Sustainability - Design, build, and maintain the underlying structures necessary to support Dallas' citizens.
- 


Economic & Neighborhood Vitality - Strengthen and grow the business community while planning and strengthening the long-term vitality of Dallas neighborhoods.
- 


Human & Social Needs - Provide services and programs to meet basic human needs by focusing on prevention or resolution of systemic problems.
- 


Quality of Life - Provide opportunities that enhance the standard of health, comfort, and happiness of Dallas residents.
- 


Government Performance & Financial Management - Ensure that internal operations are conducted in a manner that promote core values of excellence, empathy, equity, and ethics.

Understanding the Report

For each of the 6 strategic priorities, we have identified performance measures. The following pages provide detail for the 35 measures selected. For each measure, we set a target. Each month, we compare our actual performance against the target. This report provides information for the second quarter of the fiscal year - January, February, and March, 2018. For some measures, a higher value is desired, while for other measures, a lower value is desired. We must also factor in the seasonality of some work, which accelerates during warmer months.

The status “on-target” indicates that actual data is within 5% of the target, “caution” indicates that actual data is 6% to 20% of the target, and “needs improvement” indicates that actual data is more than 20% away from the target. The report will explain efforts to improve our performance when the status is not “on-target.”

Status Legend

On Target:  Caution:  Needs Improvement: 



PUBLIC SAFETY

Enhance the welfare and general protection of residents, visitors, and businesses in Dallas.

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
1	Fire-Rescue	Average response time 1 st paramedic (in minutes)	5:00	5:25	!
2	Fire-Rescue	Percent 1 st company responding to structure fires within 5:20 of dispatch	90%	83.8%	!
3	Police	Homicide clearance rate	56%	91.1%	✓
4	Police	Response time for dispatched Priority 1 calls	8:00	9:00	!
5	Police	Number of arrests by Field Patrol	26,000	21,610	!
6	Police	Number of Arrests by Narcotics Division	402	343	!
7	Police	Percent 911 calls answered within 10 seconds	90%	94.1%	✓
8	Police	Number of community events attended	900	944	✓



MOBILITY SOLUTIONS, INFRASTRUCTURE, AND SUSTAINABILITY

Design, build, and maintain the underlying structures necessary to support Dallas' citizens.

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
9	Public Works	Number of potholes repaired	17,050	28,400	✓
10	Public Works	Percent of street segments completed within scheduled work days	91%	97%	✓
11	Public Works	Number of lane miles resurfaced	93.5	65.7	X
12	Sanitation Services	Missed refuse and recycling collections per 10,000 collections pints/service opportunities	11.5	11.3	✓
13	Sanitation Services	Tons of recyclables collected	28,808	26,930	!
14	Transportation	Percent of street thoroughfare street lights working	96%	94.6%	✓
15	Transportation	Percent of streets with visible striping	50%	42.3%	!
16	Water Utility	Meter reading accuracy rate	99.95%	99.92%	✓

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X



ECONOMIC AND NEIGHBORHOOD VITALITY

Strengthen and grow the business community while planning and strengthening the long-term vitality of Dallas neighborhoods.

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
17	Housing & Neighborhood Revitalization	Average cost per home repair	\$75,000	\$16,812	X
18	Housing & Neighborhood Revitalization	Number of housing units produced	152	563	✓
19	Economic Development	Net new jobs created	3,938	9,743	✓
20	Sustainable Development & Construction	Overall value of permits issued	\$2,000,000,000	\$1,967,161,628	✓



HUMAN AND SOCIAL NEEDS

Provide services and programs to meet basic human needs by focusing on prevention or resolution of systemic problems.

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
21	Community Care	Number of seniors served	967	758	X
22	Community Care	Cost per household assisted	\$720	\$653	!
23	Homeless Solutions	Number of days to close homeless encampment from report to clean-up, hardening, or reclamation	45	14.8	✓
24	Homeless Solutions	Number of unduplicated homeless persons placed in housing	118	164	✓
25	Welcoming Communities	Number of community engagements undertaken	46	162	✓

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X



QUALITY OF LIFE

Provide opportunities that enhance the standard of health, comfort, and happiness of Dallas residents

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
26	Code Compliance	Number of single family rental properties inspected (initial inspections and reinspections)	5,000	7,269	✓
27	Code Compliance	Number of lots mowed and cleaned	18,000	8,916	✗
28	Code Compliance	Percent of 311 service requests responded to within stated estimated response time (ERT)	96%	95.7%	✓
29	Animal Services	Live release rate	75%	81.1%	✓
30	Animal Services	Percent increase in field impoundments	14%	28.1%	✓
31	Library	Library visits in person, online, and for programs	3,656,000	3,697,047	✓
32	Cultural Affairs	Attendance at OCA supported arts events	2,291,744	2,992,731	✓
33	Park & Recreation	Percent of residents within ½ mile of a park	61%	58%	✓



GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT

Ensure that internal operations are conducted in a manner that promote core values of excellence, empathy, equity, and ethics

	Department	Measure	Year-to-Date Target	Year-to-Date Actual	Status
34	City Controller	Percent of invoices paid within 30 days	93%	94.3%	✓
35	Business Diversity	Percent of dollars spent with local businesses	50%	51.9%	✓

Status Legend

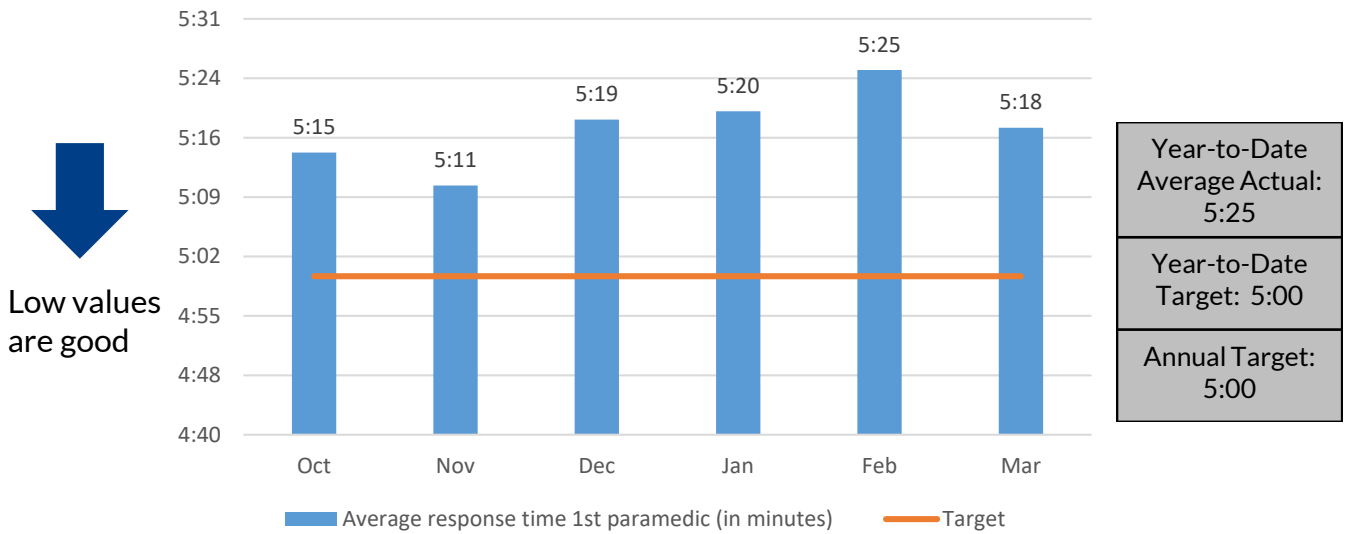
On Target: ✓ Caution: ! Needs Improvement: ✗



1. Average Response Time (1st) Paramedic



Caution



This measure tracks the average time it takes the first paramedic to arrive on scene after dispatch and provide medical care (All DFR engines have paramedics on board).

We based our target on a national standard called the National Fire Protection Association Code 1710, which allows one minute to get out the door after a call comes in, and four minutes of travel time. The City of Dallas strives to respond in 5 minutes or less to 90% of emergency medical calls.

Factors that can interfere with reaching or exceeding our response goal include the growing demand for service, apparatus being out of service due to heavy call volumes or for maintenance, inclement weather, and companies out of service for essential training.

DFR has undertaken initiatives such as implementation of tiered EMS dispatch software, Mobile Community Health Paramedics, RightCare team launch (targeting mental health patients, etc.), and adding more ambulances and resources to help achieve the 5 minute performance goal.

March is the beginning of warm weather season where this metric is expected to yield performance that does not achieve the annual target due to higher call volume during warmer weather months.

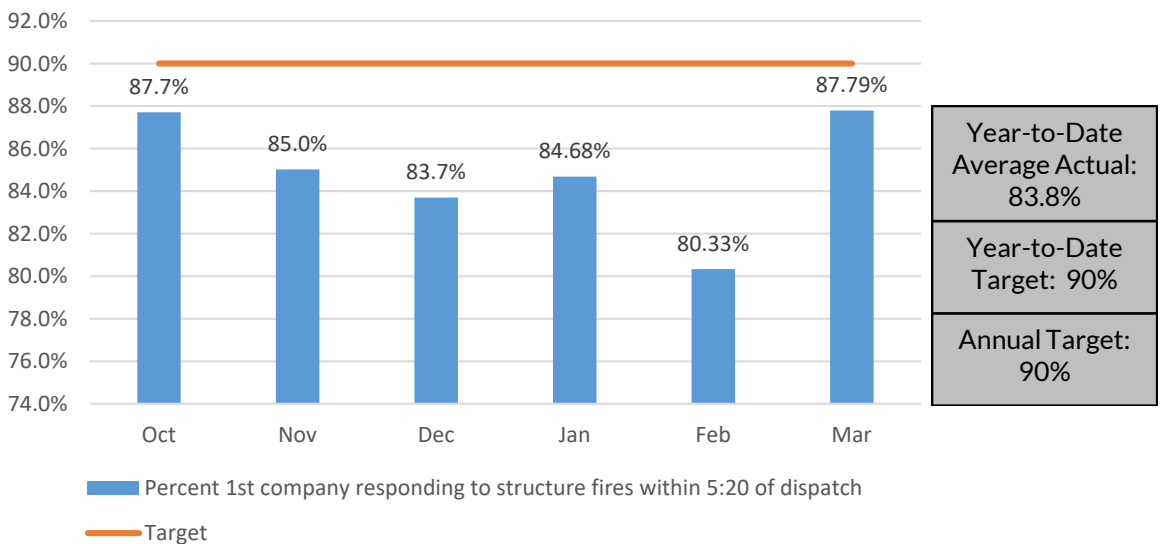


2. Percent 1st company responding to structure fires within 5:20 (minutes) of dispatch



Caution

High values are good

This measure indicates the percent of time the first engine or truck responding to a structure fire arrives on scene within 5 minutes and 20 seconds of dispatch.

We based our target on a national standard called the National Fire Protection Association Code 1710, which allows 1 minute and 20 seconds to get out the door after a call comes in, and 4 minutes of travel time. The City of Dallas strives to respond within 5:20 on 90% of calls.

During the month of January 2018, DFD was above average in receiving 248 structure fire calls. Our response percentage still hovered around 85% for both January and March, but dipped dramatically in February. This sharp decline is attributable to excessive amounts of rainfall (11.31 inches), four times the normal amount for the month of February. This has a powerful effect on all fire operations, most notably on response times. Rain and bad weather cause a noticeable rise in motor vehicle accidents, utility wire calls, automatic fire alarms, vehicles stuck in high water, and swift water calls, exemplified by the sharp uptick in our Truck runs during February. This results in a higher chance of first alarm companies being on another emergency when a structure fire occurs in their district. Safe practice also dictates a reduction in speed for fire apparatus during wet conditions.

We are continuously looking at the causative factors as to why these trends occur, and dedicated to take corrective action when we identify procedures that can be improved. However, we will not waver on measures that reduce the safety of our members or the public.

Status Legend

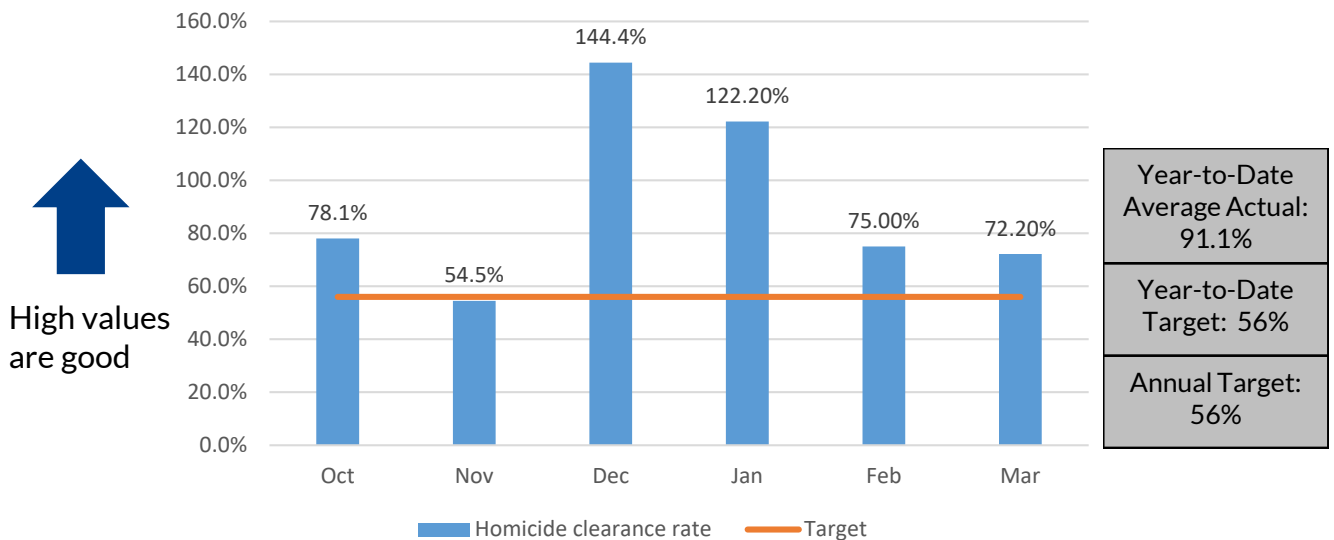
On Target: ✓ Caution: ! Needs Improvement: X



3. Homicide clearance rate



On Target



This measure indicates the percentage of homicides cleared by the Dallas Police Department. The formula for this measure is calculated by the total number of cleared homicide offenses divided by the total number of homicide offenses in the month.

During November 2017, leadership from the Southeast Patrol Division substation worked with members from the Gang and Homicide Units in response to a crime pattern. The crime pattern pointed out rival gangs operating in the Southeast Division. DPD hosted a gang summit, where leadership from each of the gangs agreed to a truce. Their gang rivalry was the reason there were so many homicides during 2017.

Further, there is a seasonality trend aligned with reduced violence. Thus, the winter months allow us time to focus on closing cases, since less violence occurs during these months.

Status Legend

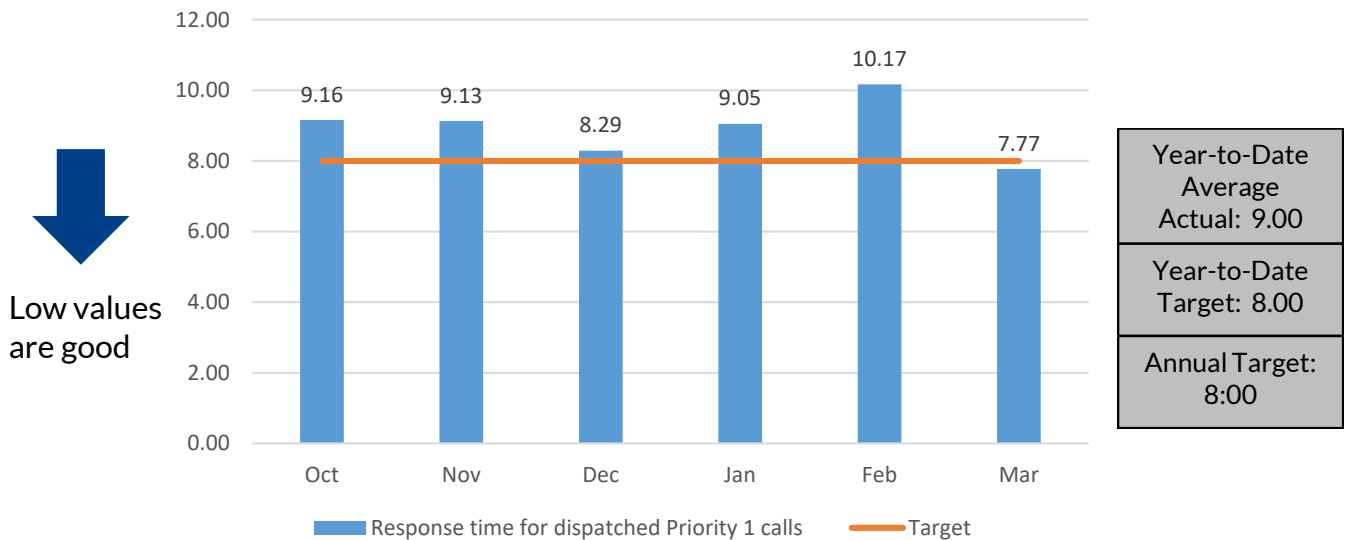
On Target: ✓ Caution: ! Needs Improvement: X



4. Response time for dispatched Priority 1 calls



Caution



This measure indicates the average response time for Priority 1 calls. Priority 1 calls are defined as when the immediate presence of the police is essential to have life, prevent serious injury, or to arrest a violent felon. The formula to calculate this measure is: Dispatch Time Priority 1 + Travel Time Priority 1.

DPD is not yet at the target response time of 8 minutes, but made incremental improvements in the first quarter. DPD identifies which patrol divisions or shifts are experiencing above average response time and takes steps to improve.

In January 2018, DPD implemented a process geared towards reducing response times and improving service levels for 911 calls. In this process, Night Major Supervisors have been assigned to monitor 911 calls for service, oversee officer activity, and ensure all levels of supervision and resources are being properly deployed.

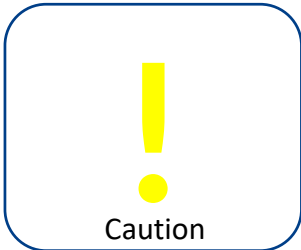
We expect to see further improvement in this measure and will continue to monitor its performance closely.

Status Legend

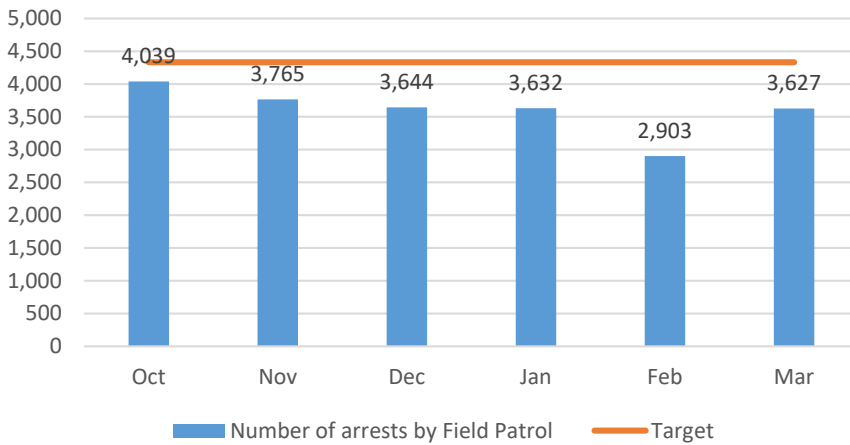
On Target: ✓ Caution: ! Needs Improvement: X



5. Number of arrests by field patrol



High values are good



Year-to-Date Cumulative Total: 21,610
Year-to-Date Target: 26,000
Annual Target: 52,000

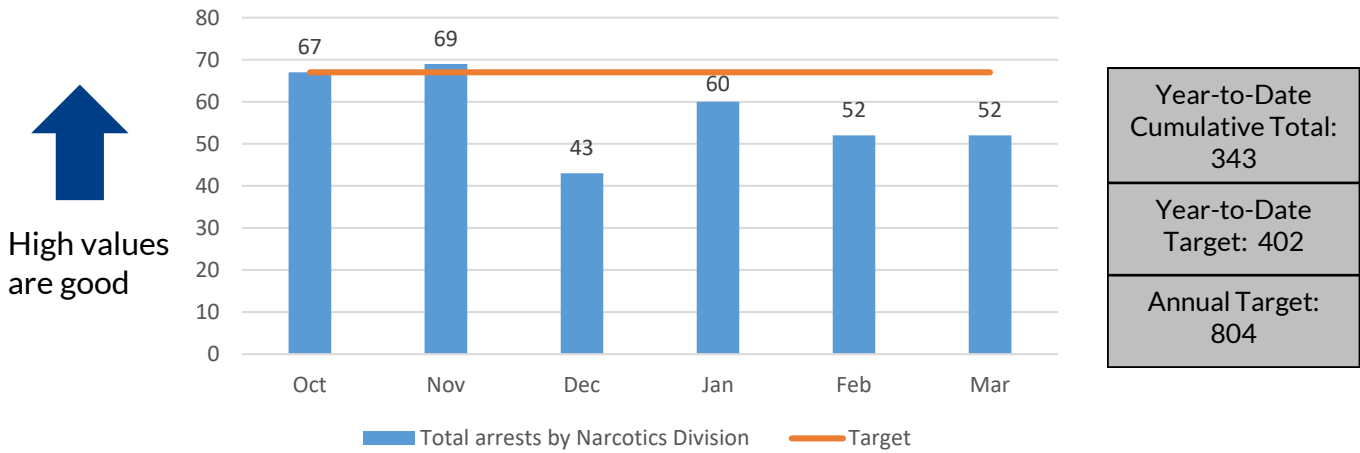
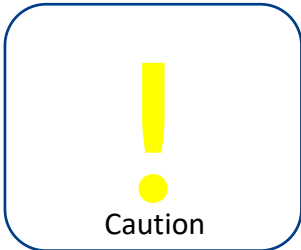
This measure indicates the number of arrests by Field Patrol Divisions. Police Field Patrol is the primary responder for police service calls by citizens. The formula to calculate this measure is equal to the total number of arrests based on the Hierarchy Rule according to the FBI-Uniform Crime Reporting procedure.

To meet the target, DPD officers execute outstanding warrants and perform other arrests as authorized by the Texas Code of Criminal Procedure. Arrests typically dip in the winter and accelerate in spring/summer.

Dallas is currently experiencing a 13.83% reduction in criminal offenses. We currently have 119 fewer violent offenses and 520 fewer non-violent offenses compared to last year which could account for the 10% reduction in arrests from the targeted goal.



6. Number of arrests by narcotics division



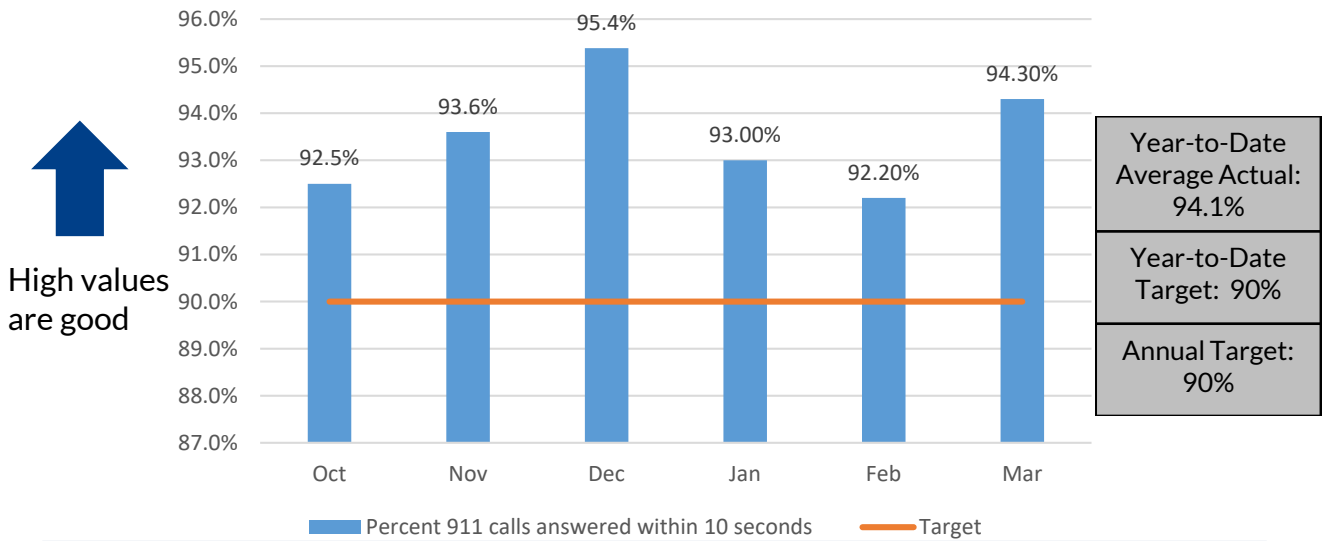
This measure indicates the number arrest by the Narcotics Division. These police arrests involve the illegal selling, buying, and possession of dangerous drugs or narcotics. The formula for this measure is calculated by the total counted number of arrests performed monthly by Narcotics detectives.

DPD’s Narcotics Division works street level complaints and develops street intelligence to lead to and effect drug arrests throughout the city. The Narcotics Division also works with our federal partners to conduct long-term and high drug volume investigations to effect narcotics arrests of major suppliers of drugs. These drug arrests prevent the “trickle down” effect to the street level that often lead to violent crime in our city. This multifaceted approach addresses the proliferation of drugs in our city as well as the trafficking of narcotics to, from, and through Dallas.

The Narcotics/Vice Section arrests are fewer than projected due to an expansion of responsibilities, more strategic focusing on thorough and quality investigations, as well as a reallocation of personnel. Narcotics detectives have temporarily taken on investigative responsibility for Vice related complaints since the disbanding of the vice Unit in October 2017. Additionally we have focused on working closely with patrol and other Crimes Against Persons related investigations providing covert intelligence and observation.



7. Percent 911 calls answered within 10 seconds or less



This measure indicates the percentage of 911 calls answered in 10 seconds or less by Dallas Police dispatch. The formula for this measure is equal to: $\frac{\text{Number of calls answered after 10 seconds}}{\text{Total number of calls answered}} \times 100$

To meet this target, DPD engaged in aggressive hiring activities to increase staffing, and DPD worked aggressively to shorten the background process for applicants. Further, we implemented a continuous open Civil Service list and a reduction of the re-application period.

Further, DPD implemented the Next Generation 911 technology which creates a faster, more flexible, and scalable system. These enhancements enable 911 to keep up with communication technology used by the public.

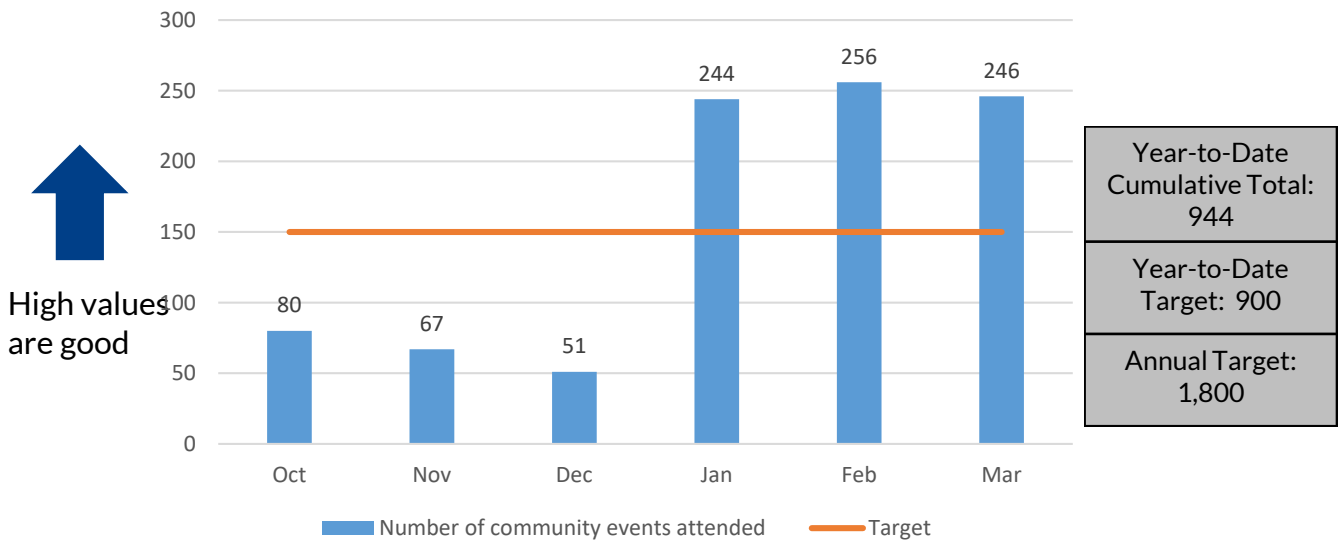
These efforts are improving the 911 call experience for our residents who contact the City during their time of need.



8. Number of community engagement events attended



On Target



High values are good

This measure indicates the number of community engagement events attended annually by DPD officers. The formula for this measure is equal to the total counted number of community events attended monthly.

DPD has experienced higher than normal attrition over the last 18 months. In addition to retirements, Dallas officers have been heavily recruited by surrounding police agencies. Adding to this already difficult situation is a nationwide reduction in the number of police officer applicants. Therefore, the department has placed a major emphasis on core services, which consist of patrol, investigative, and call response functions. Currently, DPD is assessing various ways to streamline processes, thus maximizing the efficiency of patrol substations. Once implemented, substations will be able to manage more community engagement efforts while maintaining resources for core functions.

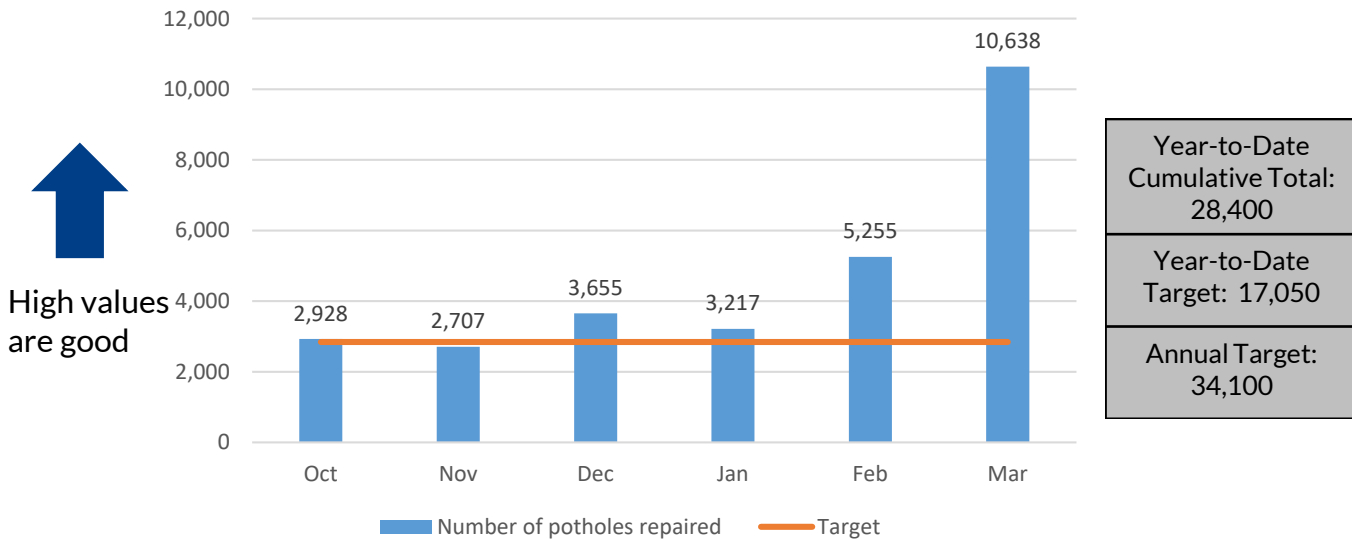
If you would like to request DPD attend a community event in your area, please contact Police Community Affairs at 214.671.4045. For information on youth programs, please contact 214.671.4993.



9. Number of potholes repaired



On Target



This measure indicates the cumulative total number of potholes repaired within the City of Dallas. The formula for this measure is calculated by adding the total number of potholes documented in the departments' cost allocation system month-over-month.

Following a recent major rain event, PBW initiated Pothole Patrol operations to quickly respond to the backlog of citizen 311 calls for pothole repairs and to proactively repair the growing number of potholes caused by the rain event. The Pothole Patrol operation consisted of 17-2 person crews, working 12 hour shifts, 6 days per week and resulted over 10,000 pothole repairs.

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X

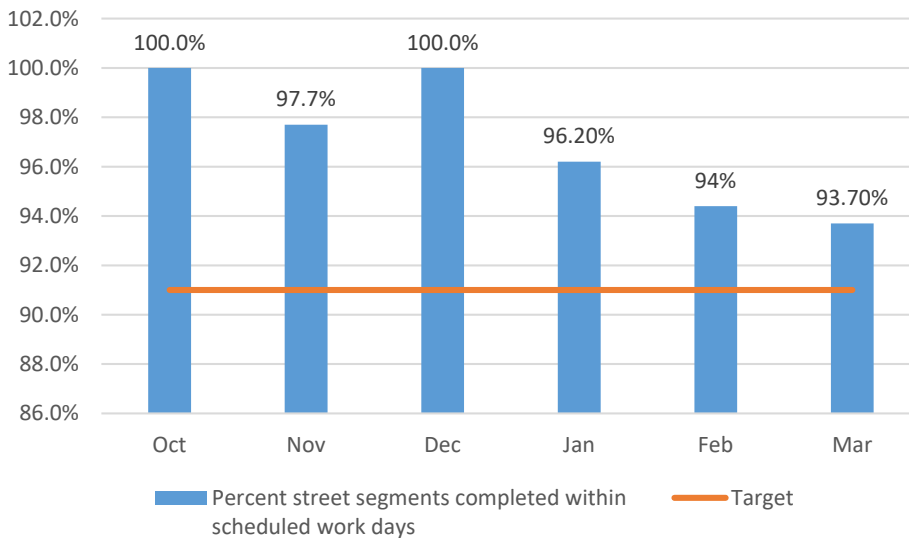


10. Percent of street segments completed within scheduled work days



On Target

High values are good



Year-to-Date Average Actual:	97%
Year-to-Date Target:	91%
Annual Target:	91%

This measure is the percentage of street segments completed within a scheduled time frame. The value is calculated by dividing the number of Service Requests closed within the scheduled work days by the total number of Service Requests received requesting street repair and then multiplying the result by 100 to get a percentage value.

Public Works receives requests to repair street segments through email, phone, or 311. City asphalt and/or concrete repair crews make the needed repairs within a scheduled amount of work days, usually 90 days. We are exceeding the target of 91% thus far this fiscal year, and expect this performance to continue.

Status Legend

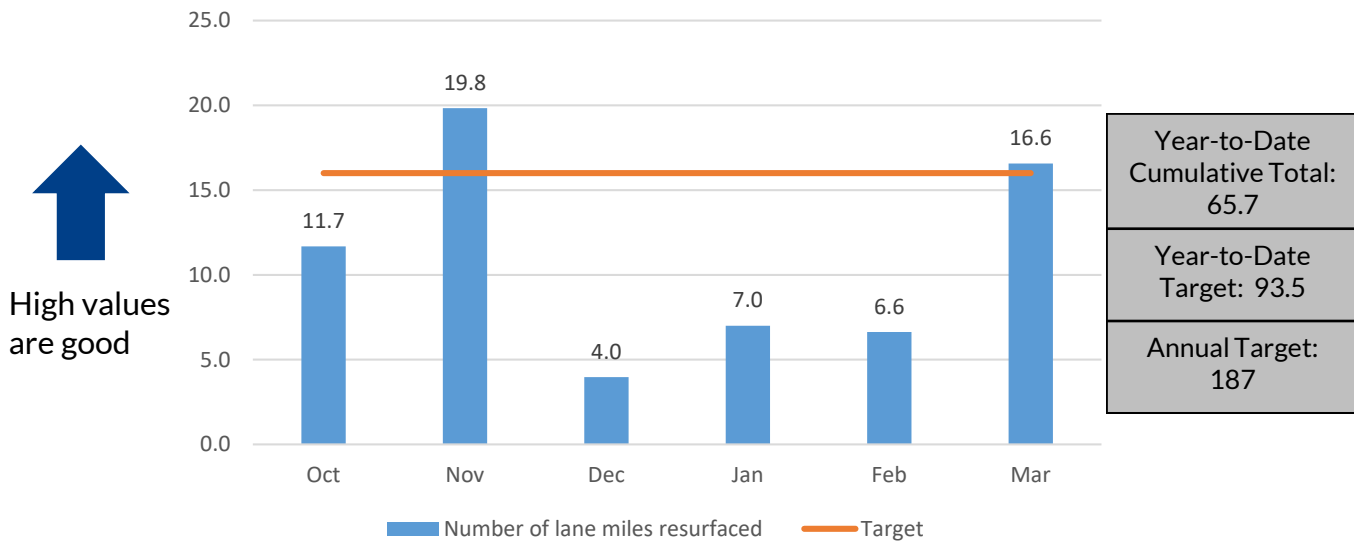
On Target: ✓ Caution: ! Needs Improvement: X



11. Number of lane miles resurfaced



Needs Improvement



This measure indicates the number of lanes miles resurfaced within the fiscal year. This value is calculated by taking the actual lane miles completed by the contractor per month (the construction cycle of productivity is higher in the spring and summer months).

The City has a contract in place to complete resurfacing of 187 lane miles this fiscal year. Public Works delivery plan will include averaging approximately 20 miles of resurfacing per month to meet the annual target. Resurfacing projects are complete only after inspections are completed.

Status Legend

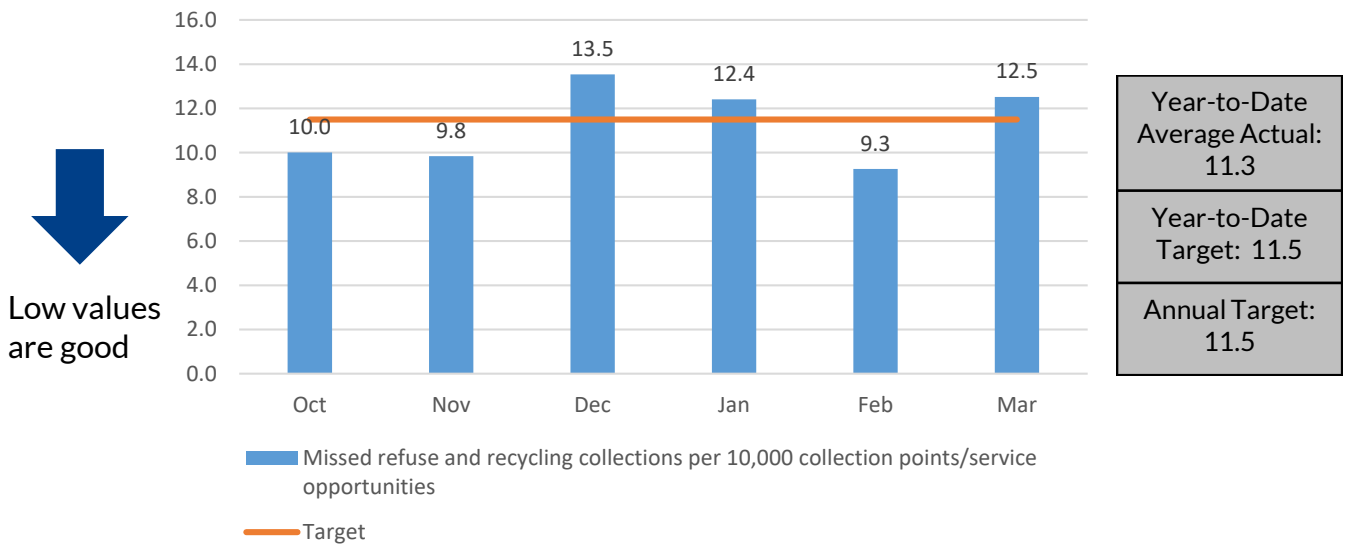
On Target: ✓ Caution: ! Needs Improvement: X



12. Missed refuse and recycling collections per 10,000 collection points/service opportunities



On Target



Low values are good

This measure provides a ratio of the number of monthly missed garbage and recycling service requests submitted compared to the total number of monthly collection opportunities.

This measure tracks a key component of meeting the needs of our customers, both in terms of consistency of collection and keeping neighborhoods clean. Sanitation Services is addressing several items to positively affect and lower missed collection, such as: continuing an aggressive fleet replacement program, performing route adjustments and enhancements, increasing truck driver and supervisor accountability and training, and developing more granular tracking measures to pinpoint isolated performance problems.

To report a missed collection, please call 311.

Status Legend

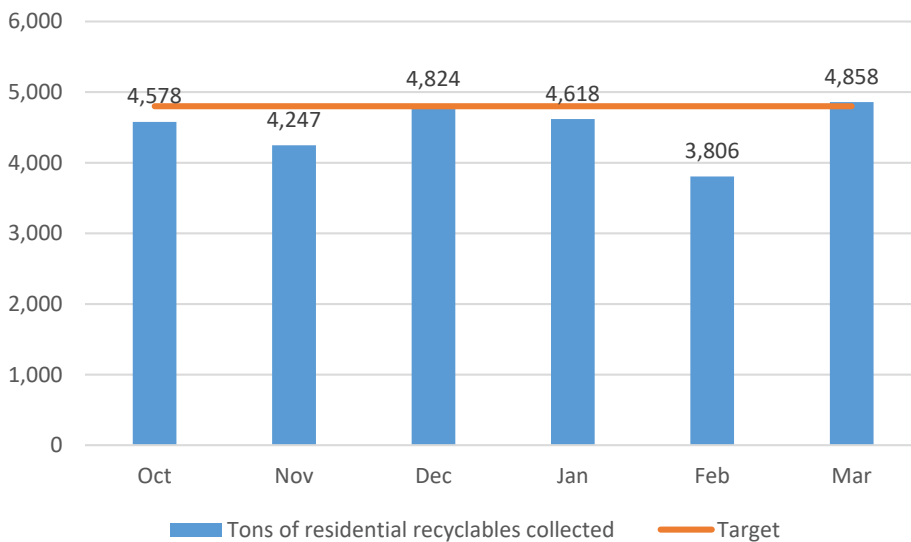
On Target: ✓ Caution: ! Needs Improvement: X



13. Tons of recyclables collected



High values are good

Year-to-Date Cumulative Total: 26,930
Year-to-Date Target: 28,808
Annual Target: 57,615

This measure indicates the total amount of tons of recyclables collected through weekly collection service provided by the Department of Sanitation Services.

This measure tracks the City’s progress related to residential recycling efforts, and we need your help to meet our target.

The City’s long-range Zero Waste Plan has short, intermediate, and long-term waste diversion goals. Residential recycling is a key component in increasing diversion and meeting those goals. Sanitation Services engages in several outreach and education efforts targeting residential customers. Efforts such as in-school recycling education, community outreach events, an extensive social media presence, and several other programs targeted to increase awareness of the City’s sustainability and waste diversion initiatives positively impact the outcome for this measure.

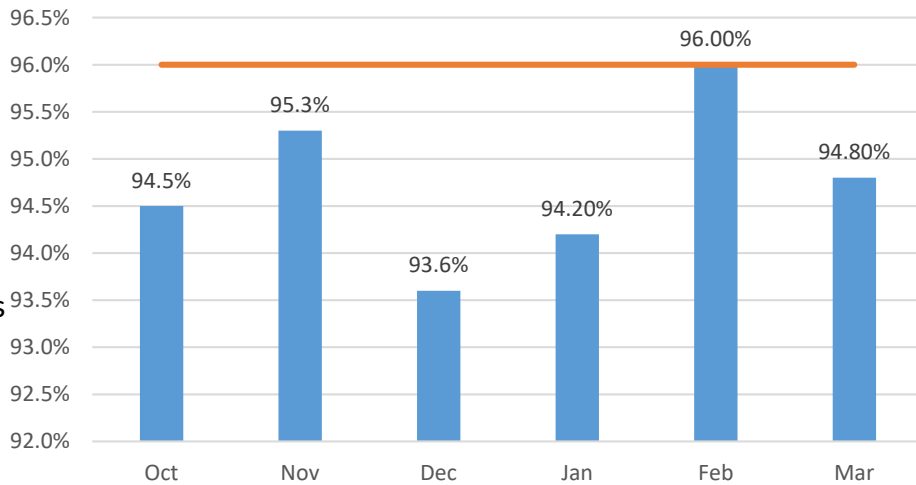
You can learn more about recycling at:
<http://dallascityhall.com/departments/sanitation/DCH%20Documents/pdf/DallasRecyclingGuide.pdf>.



14. Percent of surveyed thoroughfare street lights working



High values are good



Year-to-Date Average Actual: 94.6%
Year-to-Date Target: 96%
Annual Target: 96%

■ Percent of streets thoroughfare street lights working — Target

By the 10th of each month, the number of arterial street lights surveyed and the number of outages is totaled for the prior month. This data is used to calculate the percent of operational lights.

Street lights have an average life of two years. Traffic Signal Maintenance Technicians perform surveys of street lights at night between traffic signal response calls. This method provides good results, enabling us to notify ONCOR of outages. ONCOR has an agreement with the City of Dallas to repair inoperable lights within 5 days.

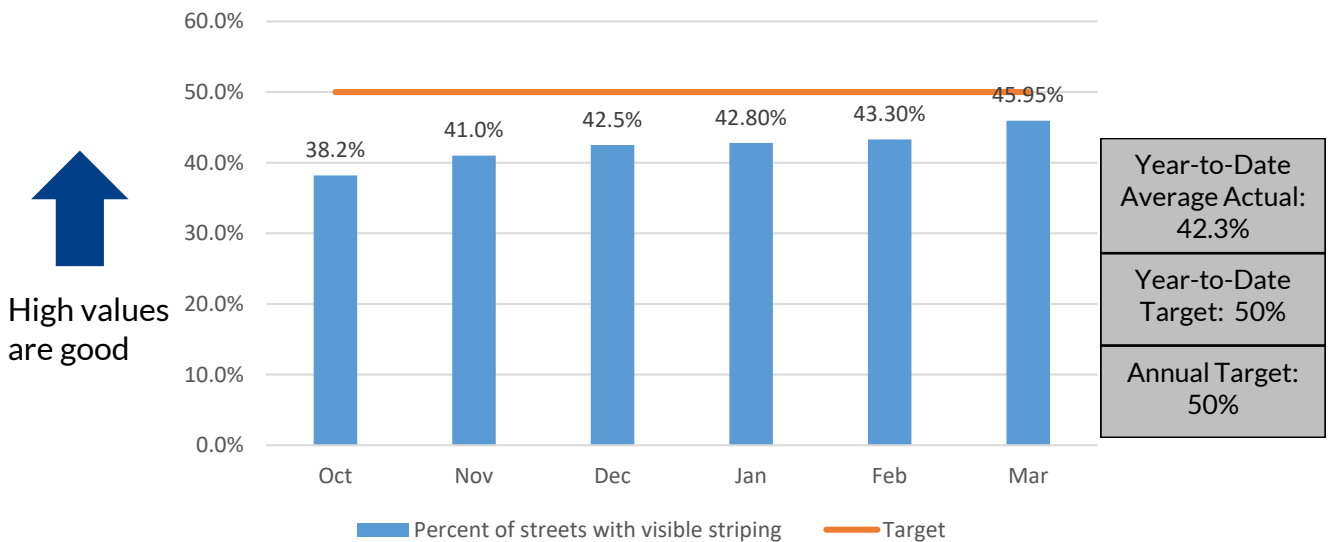
Although we are slightly below target, we are averaging close to less than .04% of the target. Monthly surveys continue with outages being reported to ONCOR on a daily basis.



15. Percent of streets with visible striping



Caution



An annual visual inspection of street striping is performed, and the miles of striping not visible is quantified. The percent of visible striping is calculated by dividing the number of miles of visible striping by the total number of miles of striping.

At the beginning of the fiscal year, only 39% of streets in Dallas had visible lane markings, or striping. Our goal is to stripe 419 lane miles this fiscal year to achieve 50% visibility by end of fiscal year. As you can see in the bar chart, the percent of streets with visible striping is increasing every month. Typically, we install more lane miles of striping in the summer months, since striping operations are weather dependent. Therefore, the percent of streets with visible striping is expected to rise as more striping is installed in the warmer months. We are on track to meet the 50% visibility target by the end of the fiscal year.

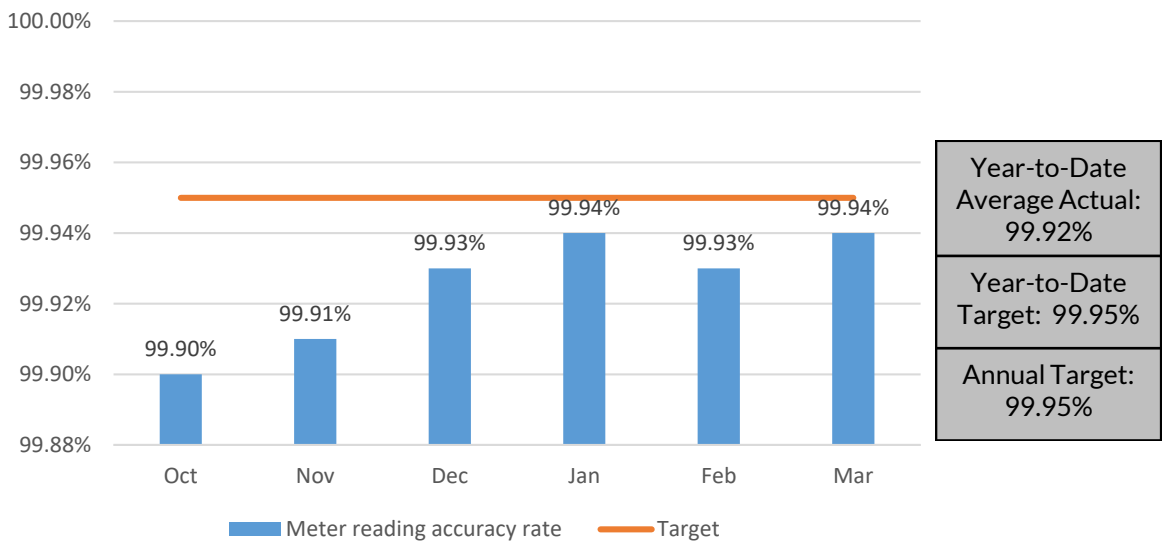


16. Meter reading accuracy rate



On Target

High values
are good



This measure indicates the accuracy rate of water meter readings completed by Dallas Water Utilities. The meter reading accuracy is determined by dividing the number of total read errors for the month by the total number of meter reads uploaded into the billing system.

This measure indicates the accuracy rate of the water meter readings completed by Dallas Water Utilities. The monthly meter reading accuracy is determined by dividing the number of meter reading errors by the number of meter reads collected that month.

Parameters are set in meter readers' handheld devices and in the billing system to alert staff of possible meter reading errors. If an alert occurs, we make corrections, as necessary, before generating a bill. If you have any questions about your water bill, please contact Water Customer Service at 214.651.1441.

Status Legend

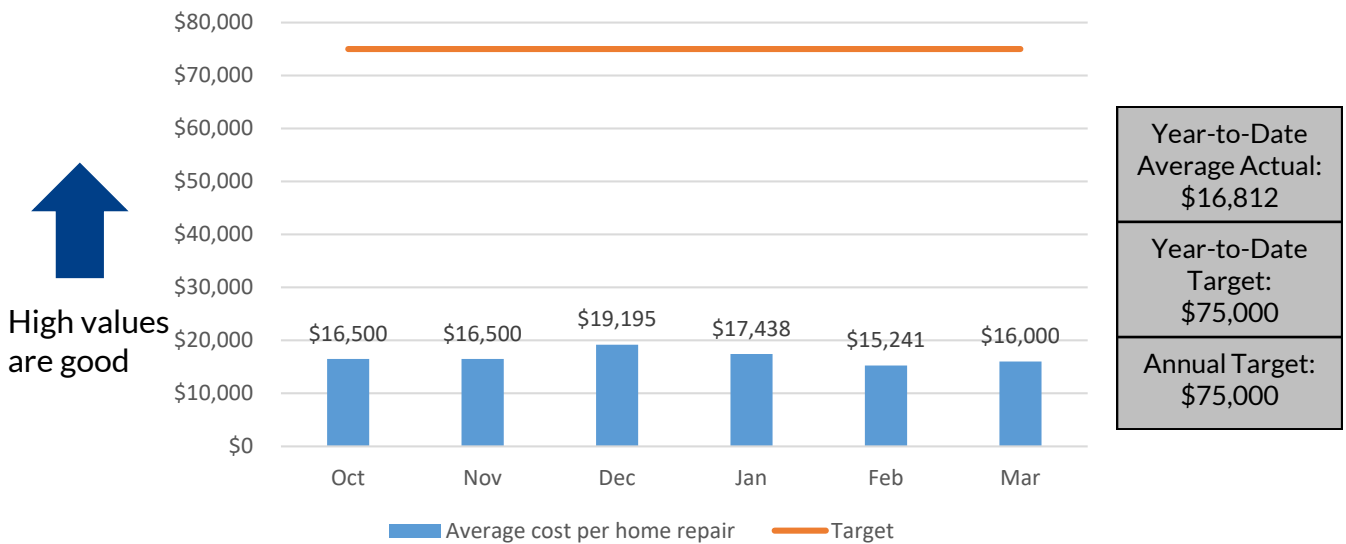
On Target: ✓ Caution: ! Needs Improvement: X



17. Average cost per home repair



Needs Improvement



This measure indicates the average cost of materials used to make repairs in each home assisted. The average cost is calculated by total cost of all home repairs divided by the number of units repaired.

The current Home Repair Program uses eligibility guidelines from 2015, which allow the City to provide a maximum of \$20,000 in assistance for repairs of roofs, electrical, HVAC, and/or plumbing. Thus, an average \$17,398 this quarter is reasonable.

However, with programmatic changes anticipated in April 2018, we will see the average cost per repair significantly increase. Once in place, the new program will allow eligible residents to receive repairs up to \$75,000. Because the changes will only be in effect for half the year, we may not meet the target this year, but we will see a significant increase in the assistance we are able to provide neighborhoods and residents beginning in April.

Status Legend

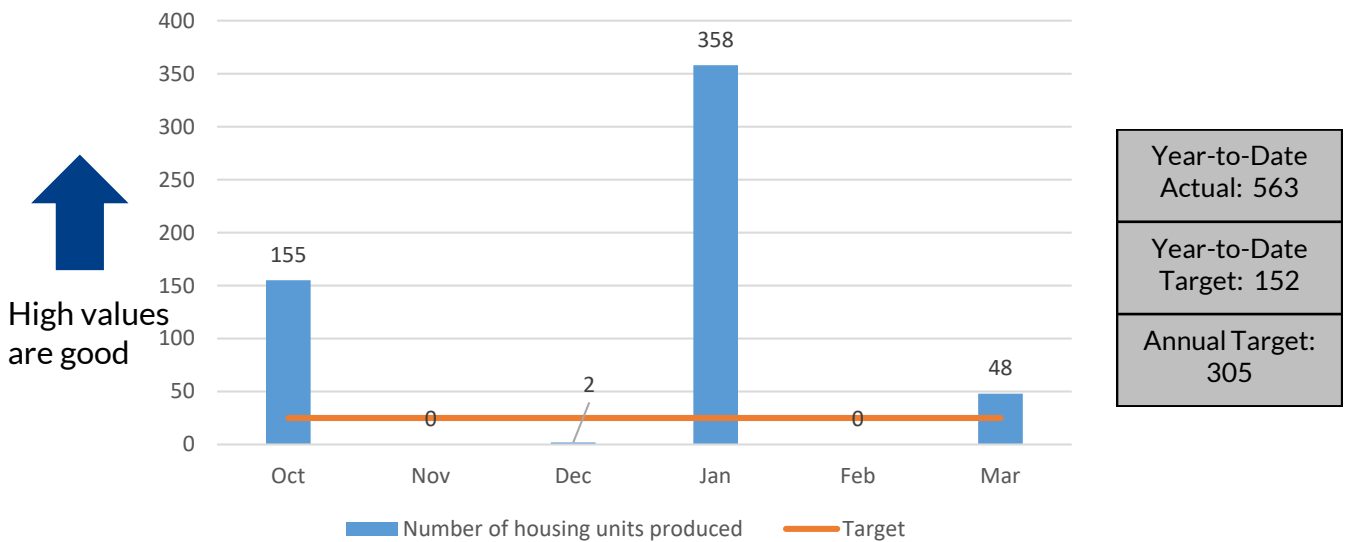
On Target: ✓ Caution: ! Needs Improvement: X



18. Number of housing units produced



On Target



The target number is a sum of actual units under contract that are scheduled to be completed by September 2018. It includes single family and multifamily units as well as units produced by Community Housing Development Organizations (CHDO) with development funding.

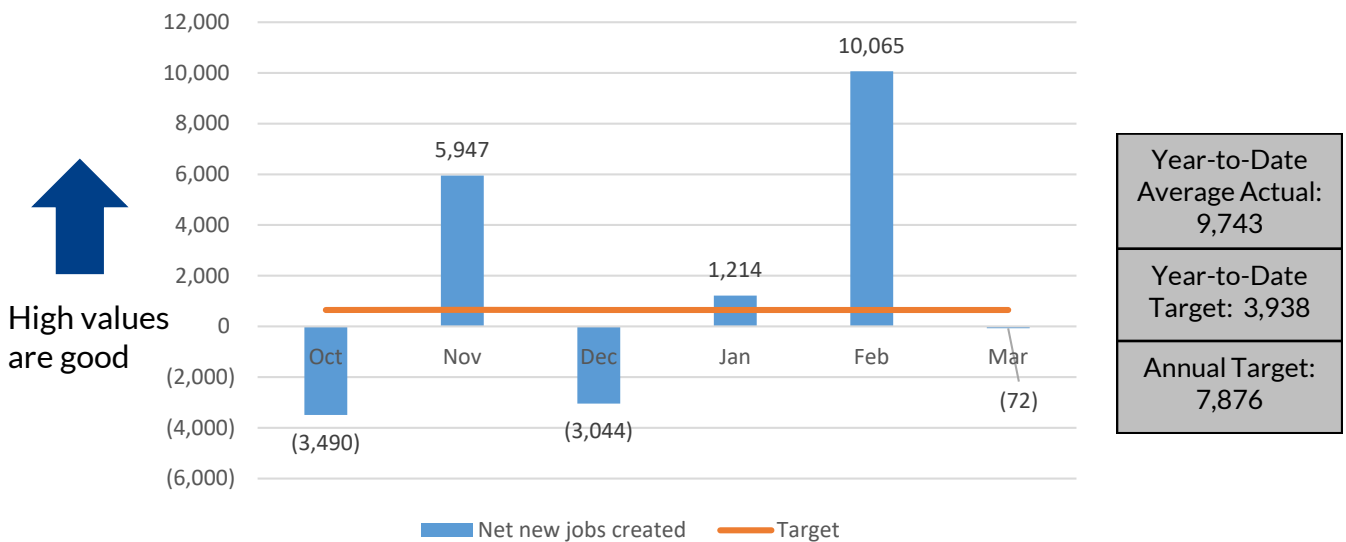
During the 1st quarter of FY 2017-18, a total of 157 units were produced, 7 from Housing & Neighborhood Revitalization (HNR) and 150 from Office of Economic Development (ECO). During this 2nd quarter a total of 406 units were created, 54 from HNR and 352 from ECO. The effort between the two departments has allowed the City meet the annual target of 305 housing units produced.



19. Net new jobs created



On Target



This measure indicates the number of net new jobs held by Dallas residents, as estimated by the Texas Workforce Commission.

The net new jobs information is collected by the Labor Market Information Department of the Texas Workforce Commission during the Current Population Survey (CPS), a household survey that is the source of the national unemployment rate. The survey information is combined with other data from the CPS, the Current Employment Statistics survey, and state unemployment insurance systems to estimate labor force figures. Each state's information is reported in the U.S. Bureau of Labor Statistics Local Area Unemployment Statistics (LAUS). For the first quarter of FY 2017-18, the total net jobs for Dallas residents increased 4,032 and the number of unemployed Dallas residents decreased 1,409, resulting in a total labor force increase of 2,623 individuals. The total unemployment rate for Dallas residents decreased from 3.5% to 3.3%.

Historically the Office of Economic Development has not tracked quarterly net new jobs created by incentivized projects. Going forward, this jobs reporting requirement will be included in all incentive agreements. In future quarters, net new jobs tied to City of Dallas incentives will be reported in this section.

Status Legend

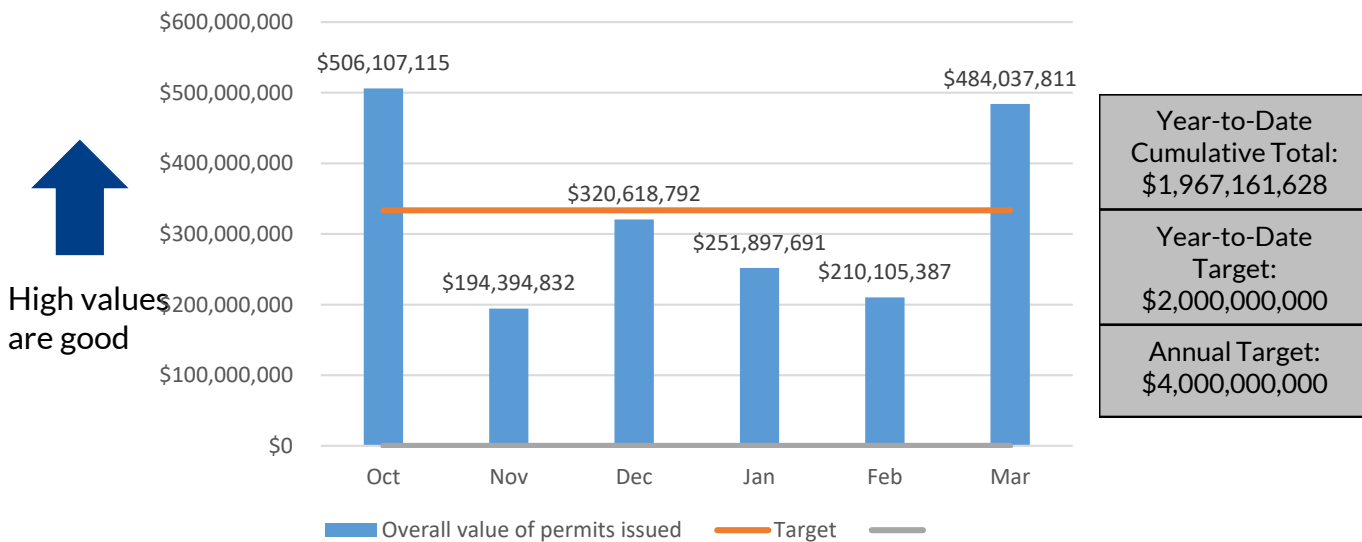
On Target: ✓ Caution: ! Needs Improvement: X



20. Overall value of permits issued



On Target



High values are good

This measure indicates the overall value of all residential and commercial permits issued by the Sustainable Development and Construction Department. The data is the sum of valuations provided by applicants for building permits.

The improvement value of construction activity directly impacts the tax base of the City. Building permit data, including improvement value, is reported to the Dallas County Appraisal District and surrounding districts and is used to help estimate improvement values of property. These changes in tax valuation impact the property taxes collected by the City to support city services.

The strength of the Dallas economy is evident by the recent growth in permit values - \$4,321,710,295 in FY 2014-15, \$4,600,136,444 in FY 2015-16 when we had a significant increase in Single Family & Multi Family Dwelling permits, and \$4,264,728,943 in FY 2016-17.

The City strives to make the development process as efficient as possible to encourage increased development activity within the city to grow the tax base. To this end, the City will be acquiring and implementing a new electronic plan review system, developing plans for a new development center and one stop shop for developers, continuing technology upgrades such as digitizing historic documents and records to assist with research necessary for new development, and striving for excellence in customer service by enhancing training and documentation of policies and procedures.

Status Legend

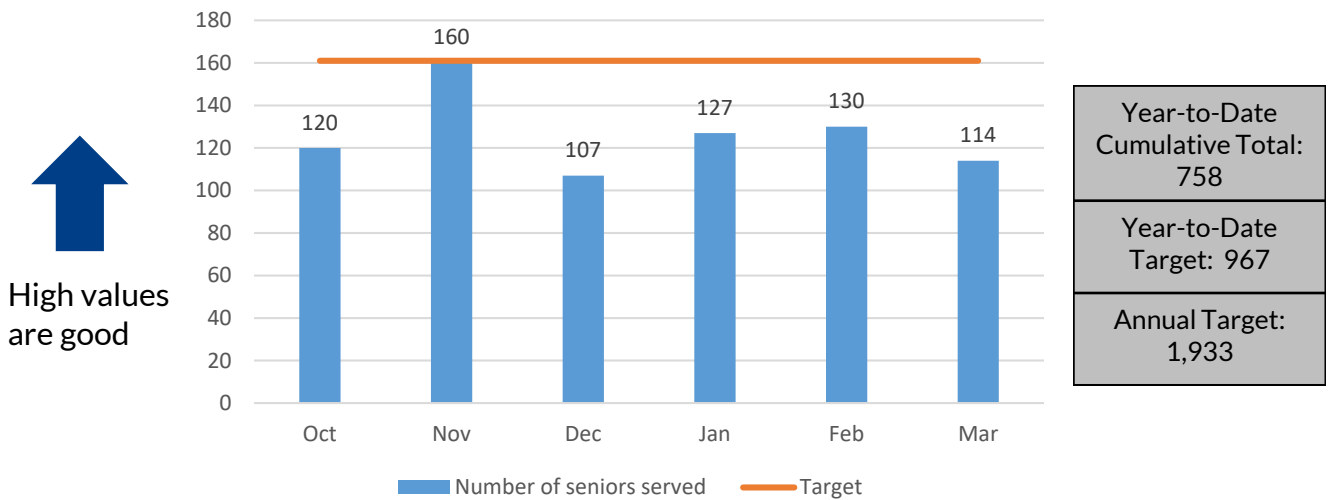
On Target: ✓ Caution: ! Needs Improvement: X



21. Number of seniors served



Needs Improvement



Count of unduplicated clients that receive direct service, referral, or support from caseworkers in the senior services division. Eligible clients are adults aged 60 years and older who live in Dallas.

The Office of Community Care, senior services division, provides caseworker services such as home visits, coordination with and referral to community agencies, and follow up with clients to ensure services were received. To better meet the target, staff will conduct outreach, listening sessions, and education activities to increase the number of seniors served, with an emphasis on vulnerable populations.

To request services for eligible residents through this program, please contact 311 or the Office of Community Care Senior Services division at 214.670.5227.

Status Legend

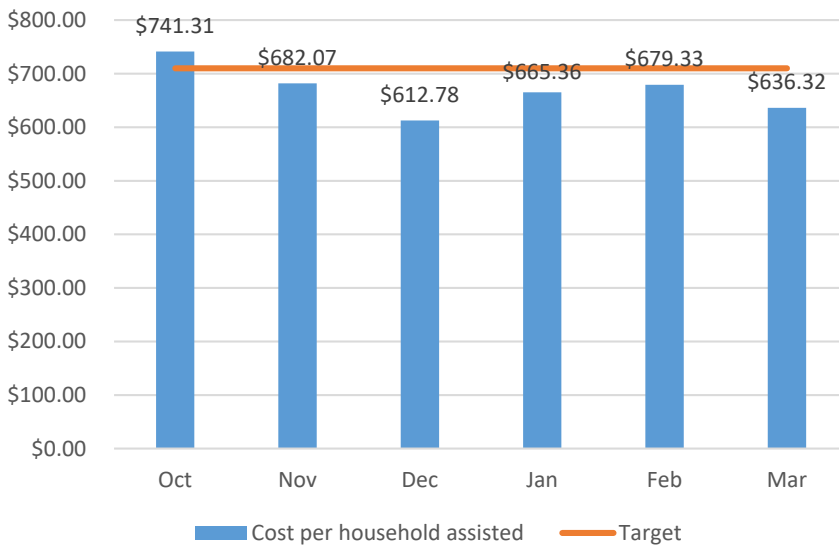
On Target: ✓ Caution: ! Needs Improvement: X



22. Cost per household assisted



Measuring



Year-to-Date Average Actual: \$653
Year-to-Date Target: \$720
Annual Target: \$720

Cost per household of support provided to individuals at-risk of homelessness through Office of Community Care programming at community centers and through the Fresh Start program. Calculated as total costs per month divided by clients served per month.

The Office of Community Care provides rental assistance, case management, and supportive services to homeless individuals and individuals at-risk of homelessness and their families. Ex-offenders are included in this group as housing is critical to reestablishing relationships and connections to the community; housing also lowers the risk for reoffending. December and November are slightly below expectations, since the amount of rental assistance provided to clients, which is income based, was offset by clients' temporary, seasonal employment.

For additional information on the program and services provided, please call the Office of Community Care at 214.670.7312.

Status Legend

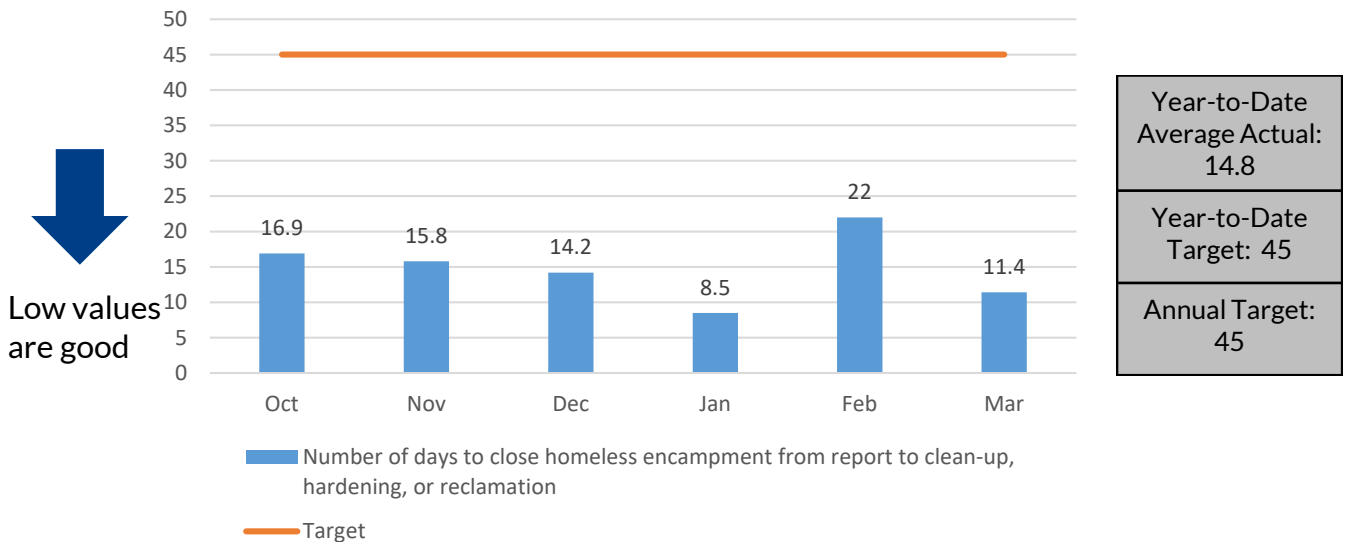
On Target: ✓ Caution: ! Needs Improvement: X



23. Number of days to close homeless encampment from report to clean-up, hardening, or reclamation



On Target



This measure indicates the number of days to close a homeless encampment, from the time of initial reporting, through clean-up, hardening, or reclamation efforts by City staff. This measure is the average number of days which encampments are reported as a 311 Service Request to the close out date reported in Citizens Response Management System.

Homeless encampments are makeshift temporary structures developed by unsheltered homeless persons. Due to health hazards, encampments are deemed illegal and are required to be cleaned, reclaimed, and cleared from the public rights-of-way. The Office of Homeless Solutions implemented a new encampment clean up and reclamation process which strengthens coordination efforts between Police, Fire, Code Compliance, 311-CRM, Dallas County, and service providers. As a result, the year-to-date average is 14.8 days, which is well below the target of 45 days.

Status Legend

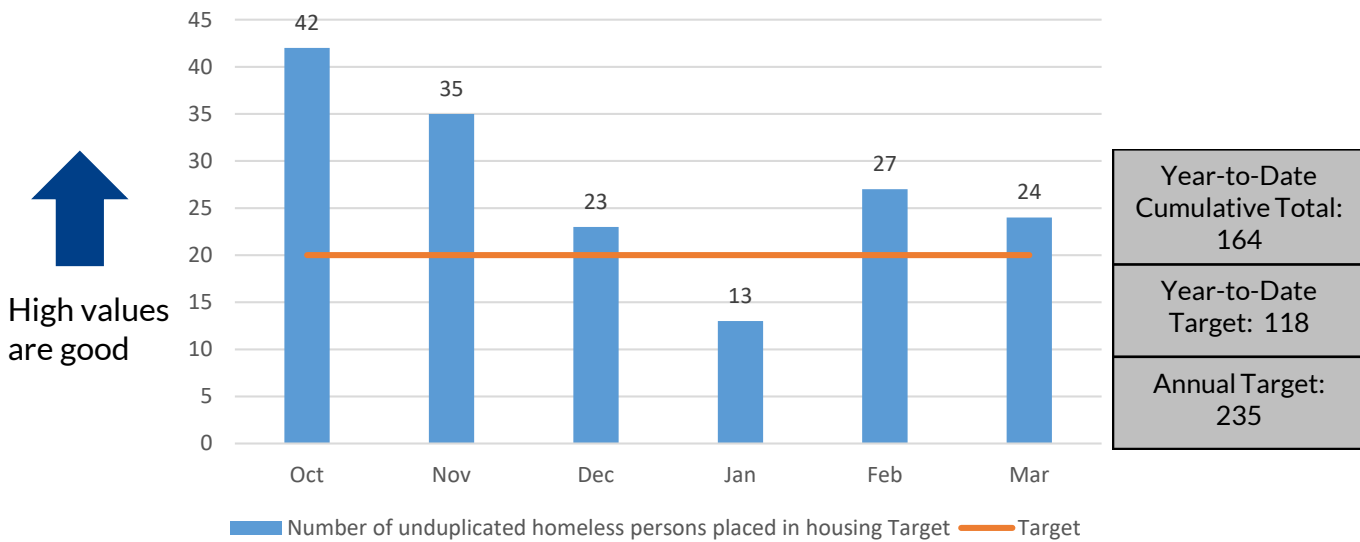
On Target: ✓ Caution: ! Needs Improvement: X



24. Number of unduplicated homeless persons placed in housing



On Target



This measure is the sum of the number of unduplicated homeless persons placed in housing through Continuum of Care, Emergency Solutions Grant, Housing Opportunities for Persons With AIDS, and Healthy Community Collaborative projects.

The Office of Homeless Solutions is exceeding the monthly target as a result of a community partnership approach to provide housing-focused street outreach with a housing first concept; annual allocation of funding through the City’s Continuum of Care housing projects to increase participation; and the launch of new properties through the permanent supportive housing project, which was able to place new clients at the properties to fill vacancies. This is a positive sign for our city.

Status Legend

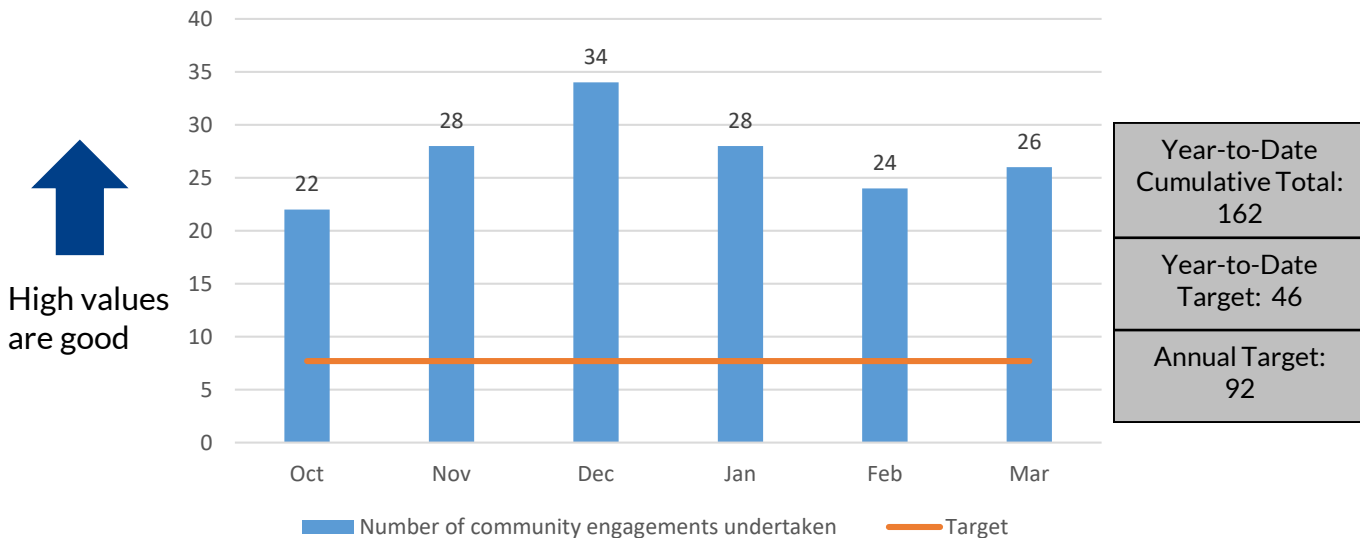
On Target: ✓ Caution: ! Needs Improvement: X



25. Number of community engagements undertaken



On Target



Community engagements undertaken by the Office of Welcoming Communities & Immigrant Affairs (WCIA) are recorded as they are scheduled in a Community Engagement Workbook. Evaluation data is captured into the workbook following each engagement. The WCIA team reviews and analyzes community engagement data on a monthly basis to ensure quantitative and qualitative outcomes.

WCIA continues to respond to numerous community engagement requests throughout fiscal year 2018. As still a relatively new office, WCIA is receiving a warm reception throughout the community, with many organizations and agencies expressing great interest to know more about WCIA's focus and work.

WCIA also participated in numerous events organized by the Dallas Police Department Office of Community Affairs, including several UNIDOS and Chief on the Beat events. Throughout the quarter WCIA coordinated with the Dallas Public Library, which has generously hosted monthly meetings of the Welcoming Communities Task Force.

WCIA was fortunate to be assigned an award-winning photojournalist through the Office of Cultural Affairs' "Micro-Resident" program. The photo journalist has been capturing WCIA's work in the community. The final collection of photographs will be presented to WCIA to chronicle its work in early 2018. For more information about WCIA community engagements, contact 214.631.5087.

Status Legend

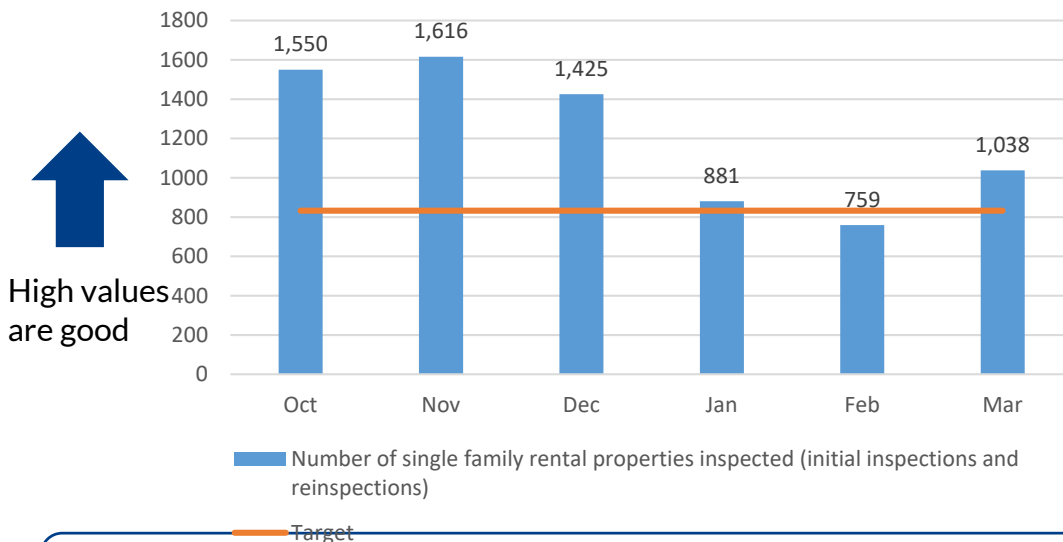
On Target: ✓ Caution: ! Needs Improvement: X



26. Number of single family rental properties inspected



On Target



Year-to-Date
Cumulative Total:
7,269

Year-to-Date
Target: 5,000

Annual Target:
10,000

A report from the 311system counts the number of initial inspections and re-inspections (follow-up if one or more violations are found during initial inspection) to obtain the total number of inspections conducted each month.

In October 2016, the Dallas City Council amended the Dallas City Code to allow the City to inspect the interior and exterior of single family homes identified as rental properties. This program went into effect in January 2017 and marked the first time these properties were proactively inspected on a regular basis to ensure compliance with minimum property standards.

In 2017, Code Compliance sent a mass mailing to owners of nearly 50,000 potential rental properties in Dallas, informing them of the requirement to register their rental property. The goal is to register and inspect all of these properties within a five-year period. During fiscal year FY 2017-18, Notices of Violation will be issued to property owners who fail to register their properties.

To obtain more information about this program view our [FAQ](#) or email us at ccsrentalprogram@dallascityhall.com or call 214.671.RENT (7368).

Status Legend

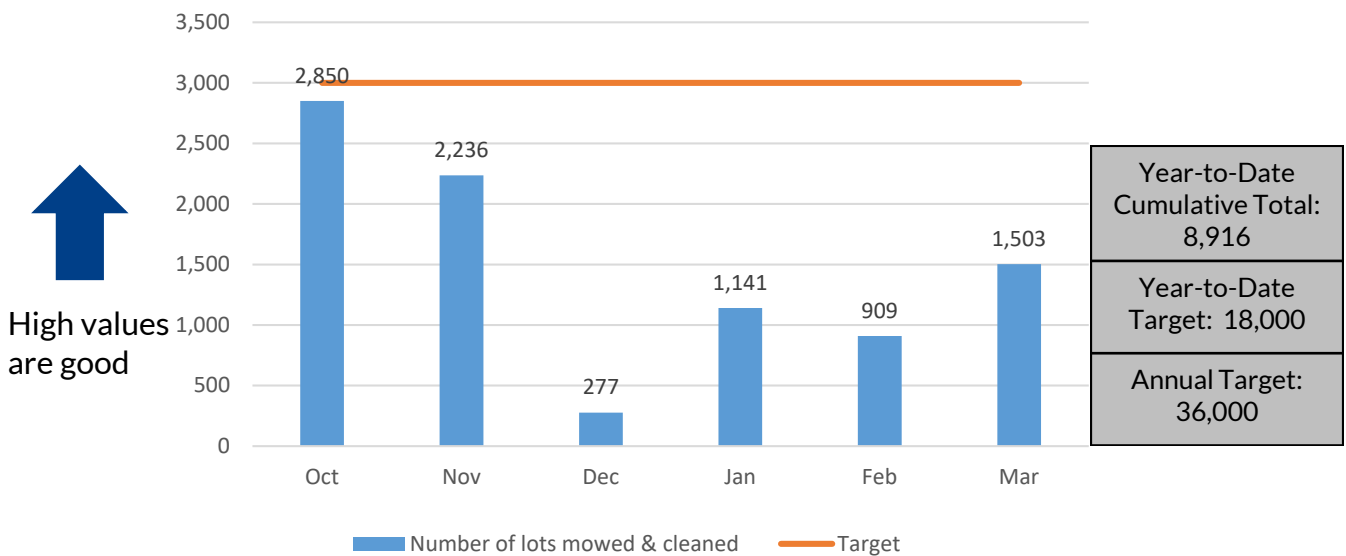
On Target: ✓ Caution: ! Needs Improvement: X



27. Number of lots mowed & cleaned



Needs Improvement



High values are good

A report from the 311 system counts the total number of closed Heavy Clean requests, Litter Removal requests, Mow Clean City Property Maintenance requests, Mow Clean requests, and Vegetation Removal requests to determine the total number of lots complied by City resources. The total number of lots mowed by the City’s mowing contractor is added to obtain the total.

When a property owner fails to bring a high weeds, litter, obstruction, or other violation into compliance, the code inspector creates a request for the nuisance abatement division to bring the lot into compliance by mowing/cleaning it. This helps to combat blighted conditions in the city.

This measure is below target for the first two quarters (during the winter months), but is anticipated to be on track once the peak mowing period arrives (April through October). On average, 4,200 lots are mowed a month in the peak season.

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X

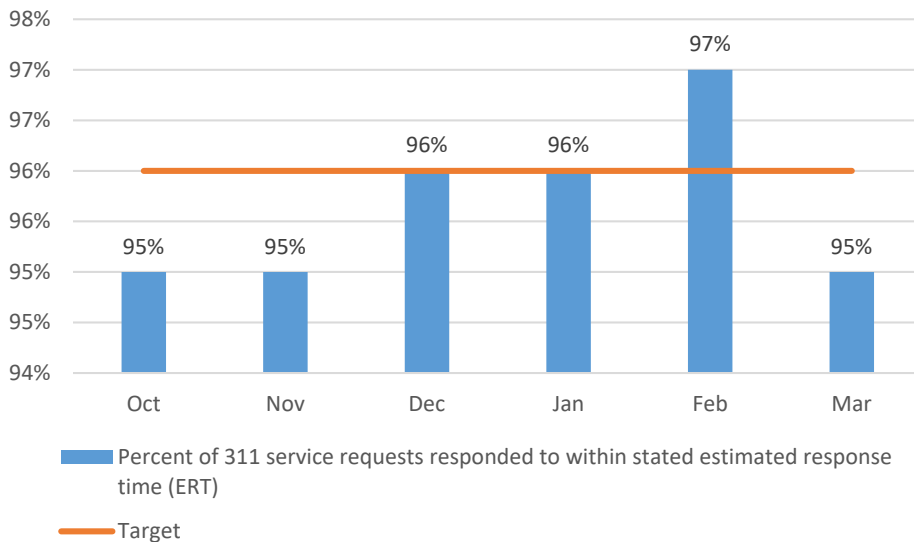


28. Percent of 311 SRs responded to within estimated response time



On Target

High values are good



Year-to-Date Average Actual: 95.7%
Year-to-Date Target: 96%
Annual Target: 96%

A report from the 311 system identifies service requests that are past due, i.e., the established Estimated Response Time (ERT) was not met for the particular service request type. The number of cases past due are subtracted from the total number of service requests and that number is divided by the total number of service requests to obtain the percentage responded to within the ERT.

Code Compliance strives to conduct an initial inspection of the service request within established timeframes based on the type of service request. Performance target was met for this period.

Status Legend

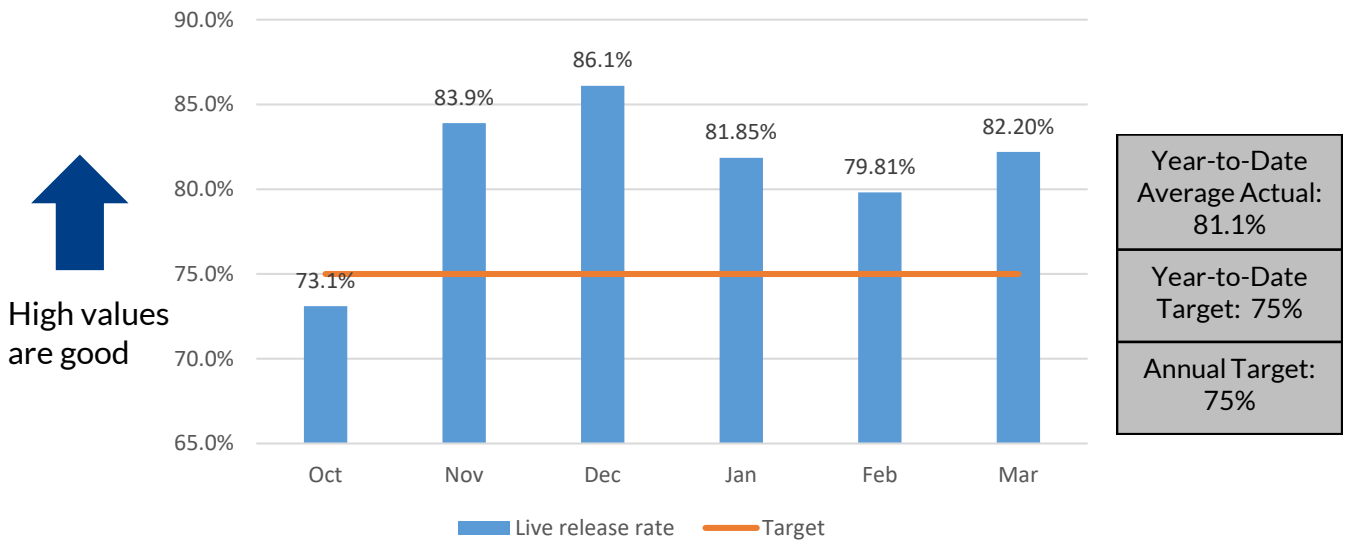
On Target: ✓ Caution: ! Needs Improvement: X



29. Live release rate



On Target



The number of adoptions, transfers, and reclaimed animals are summed and then divided by the total intake number of the same time period.

Dallas Animal Services' mission is to help Dallas be a safe, compassionate, and healthy place for people and animals. We work to control the loose animal population as well as increase positive outcomes for homeless animals in the city.

We have increased digital marketing, adoption specials, and offsite adoption events. Further, we have improved our relationships with rescue groups and our customer service, and streamlined the process for getting animals on the adoption floor. With these changes, DAS has improved our live release rate in the last year and expects that trend to continue through 2018.

Status Legend

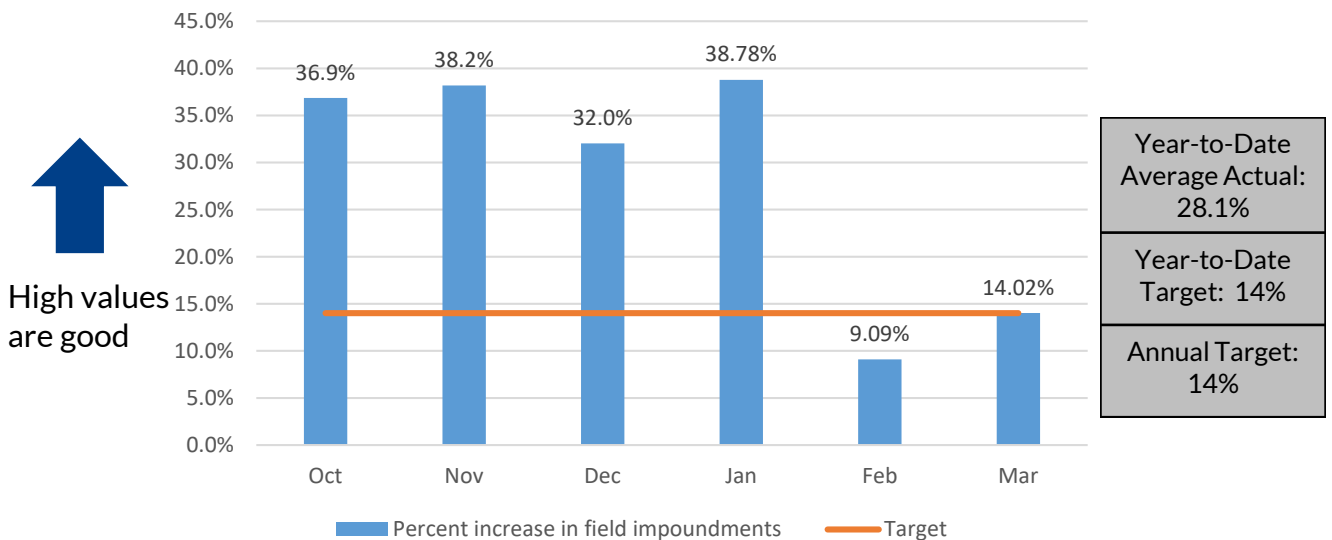
On Target: ✓ Caution: ! Needs Improvement: X



30. Percent increase in field impoundments



On Target



This measure is calculated by the overall percent increase in loose animals proactively captured by DAS field staff.

Dallas Animal Services' mission is to help Dallas be a safe, compassionate, and healthy place for people and animals. We work to control the loose animal population as well as increase positive outcomes for homeless animals in the city.

Dallas Animal Services (DAS) has encouraged staff to make bringing in loose dogs a primary goal. DAS has hired more animal officers, giving us additional teams working toward bringing in loose dogs. Additionally, we have added shifts, so we have teams on the streets more often throughout the day. These changes have resulted in a huge growth in the number of loose dogs being brought in.

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X

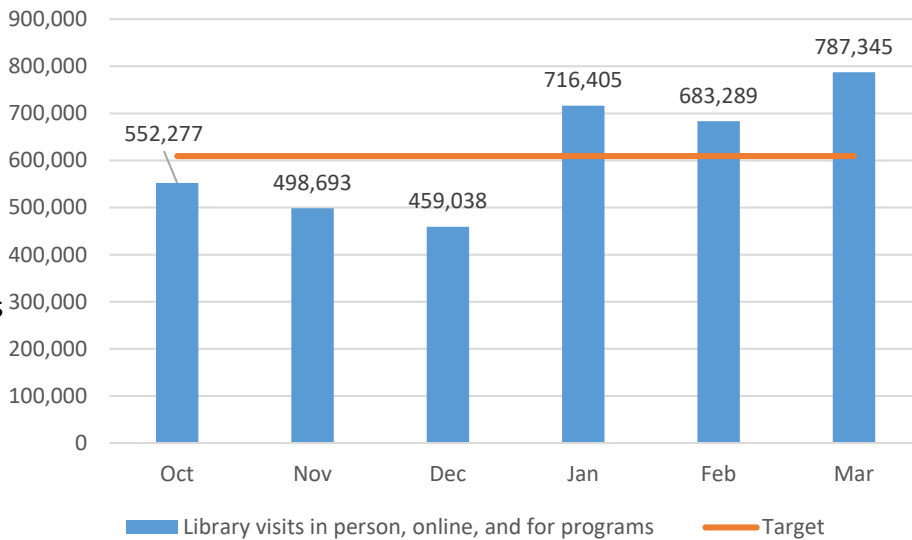


31. Library visits in person, online, and for programs



On Track

High values are good



Year-to-Date Cumulative Total: 3,697,047
Year-to-Date Target: 3,656,000
Annual Target: 7,312,000

This measure indicates the number of visits to the Dallas Public Libraries in person, online, and for programs.

The Dallas Public Library strengthens communities by connecting people, inspiring curiosity, and advancing lives. The FY2017-18 annual target for library visits represents a 6% increase over FY 2016-17 actual visits. In the second quarter, we are on track to meet our annual target through:

- Increased hours initiated in January 2018;
- On-going training to maintain high customer service satisfaction;
- Expanded outreach and participation in more neighborhood and community events to promote library services and programs; and
- Continued analysis of web and social media data to quantify virtual reach.

For hours and locations, please go to: <http://dallaslibrary2.org/hours.php>.

Status Legend

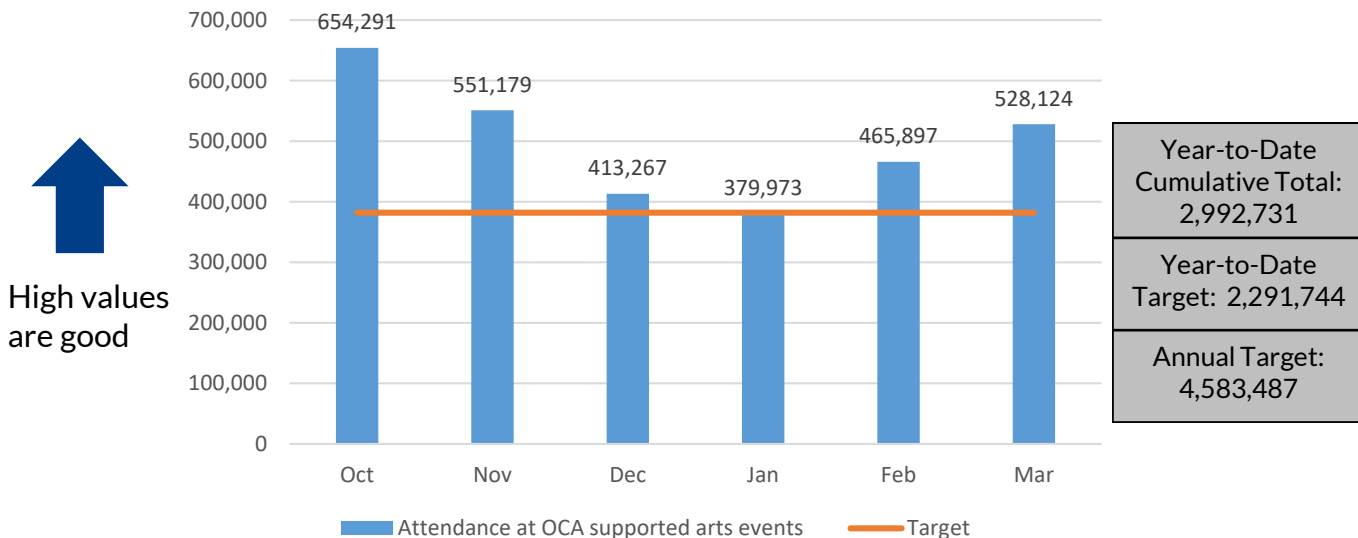
On Target: ✓ Caution: ! Needs Improvement: X



32. Attendance at Office of Cultural Affairs supported arts events



On Target



This measure indicates the attendance at events supported by the Office of Cultural Affairs as reported and tallied in the organizations' monthly report to OCA.

This quarter wrapped up Phase 1 (Engagement) of the 2018 Dallas Cultural Plan, in which over 6,000 citizens were engaged to understand needs and opportunities for the arts and culture ecosystem in Dallas. The insights from Phase 1 will inform the Cultural Plan and updated Cultural Policy to grow audiences and the vibrancy of arts and culture in Dallas. Attendance tends to be seasonal, and this is reflected in January's lower attendance due to back-to-school schedules. Engagement began to pick back up in February, primarily driven by increased attendance and dynamic programs at performance-based organizations (which had an increase of ~50,000 vs. January). The growth in March is primarily driven by museums' programming during spring break for families with school-aged children, which accounted for ~73% of total attendance in March (vs. 65% of the total in February). At this time, we anticipate meeting the target for attendance this fiscal year.

This figure represents the total number of audiences and participants at services provided by more than 120 arts organizations and artists that receive funding support through the OCA. To learn about cultural events around the community, go to: www.artandseek.org

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X

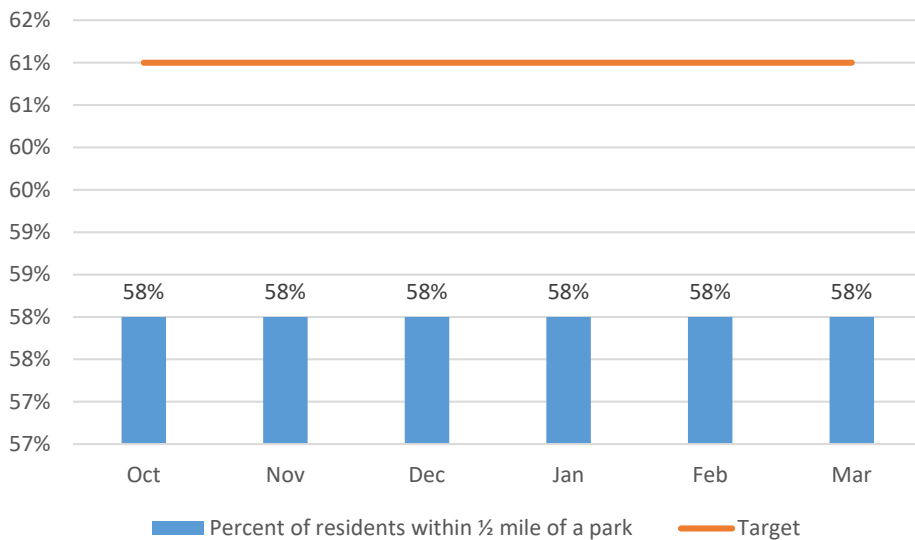


33. Percent of residents within ½ mile of a park



On Target

High values are good



Year-to-Date Average Actual: 58%
Year-to-Date Target: 61%
Annual Target: 61%

This measure tracks the percentage of residents within ½ mile (10 minute walk) of a park or open space.

The ½ mile/10 minute walk from a park or open space is a national standard for measuring parkland availability and access for residents. It is also a key measure of Parkscore, a Trust for Public Land (TPL) annual assessment of park systems throughout the United States.

In February 2018, Dallas City Council approved an agreement with Richardson Independent School District for shared access of seven (7) campus grounds afterschool hours and weekends.

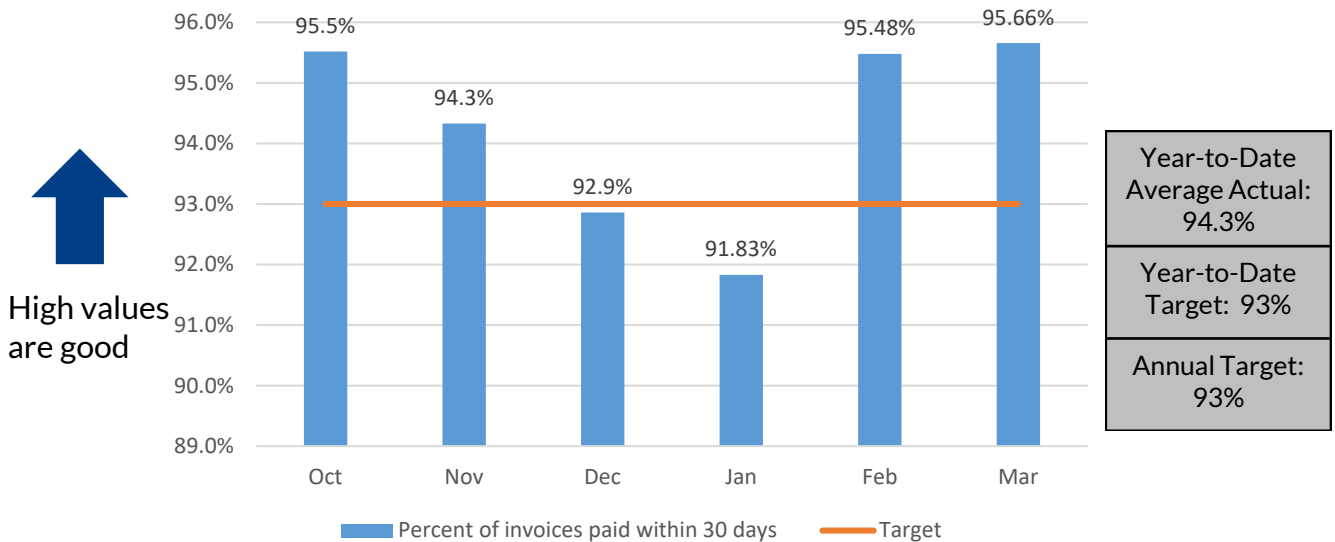
We expect to meet the target by the end of September through use of these cooperative agreements.



34. Percent invoices paid within 30 days



On Target



This measure reflects the percent of vendor invoices paid within 30 days of the tracking date on the payment document for the specified month.

Paying vendors on time is important to the City of Dallas. We value our relationships with businesses that provide goods or services, or perform construction or other work, in turn enabling us to provide services to our residents.

Although we have performed well in the past on this measure, we want to improve. We have begun a consolidation of accounts payable activity within the City Controller's Office, instituted new controls, and created a new problem resolution unit to monitor and research delinquent and problem invoices.

Status Legend

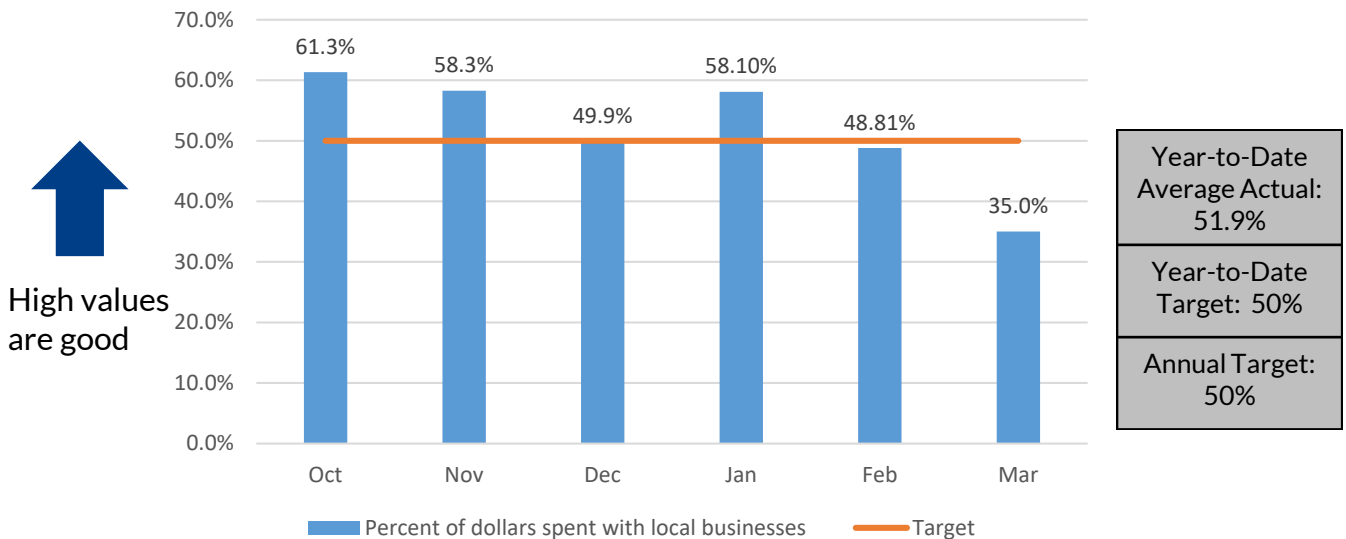
On Target: ✓ Caution: ! Needs Improvement: X



35. Percent dollars spent with local businesses



On Target



This measure indicates the percent of dollars spent by the City of Dallas with local businesses.

The Office of Business Diversity seeks to grow businesses. To achieve this goal, staff will:

- identify historical industry specific spend;
- target local businesses within those industries;
- provide direct contact via email using OBD compliance system ; and
- host outreach meetings to discuss 9- to 12-month forecast.

In June 2012, City Council passed a local preference ordinance which gives bidding preferences to businesses whose primary place of business is located in Dallas proper. Additionally, we make sure local businesses know how to do business with the City.

If you would like to do business with the City of Dallas, please register to be a vendor at: <https://bids.dallascityhall.com/webapp/VSSPROD/AltSelfService>.

Status Legend

On Target: ✓ Caution: ! Needs Improvement: X



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





FY 2017-18 BUDGET INITIATIVE TRACKER

Information as of March 31, 2018

SERVICE FIRST





About the Dallas Budget Initiative Tracker

The City of Dallas FY 2017-18 budget is focused on **Service First** and is aligned to the six strategic priorities of the City. This year's budget funded several new or expanded initiatives in each of the six strategic areas to improve our service to residents and visitors. This document will track the progress that staff is making as we implement these initiatives. We invite you to review the report and see our progress.

If you have any questions, you may contact the Office of Budget at (214) 670-3659 or send an email to financialtransparency@dallascityhall.com.



For each of the initiatives included in this report, you will find the initiative title, completion date, brief description, and status. Also included is a progress bar indicating the phase of implementation (planning, in progress, deployment, or complete). A summary for the initiatives by strategic area appears below.

Strategic Area	Planning	In Progress	Deployment	Complete	Total
Public Safety	0	4	3	3	10
Mobility Solutions, Infrastructure, & Sustainability	0	8	3	2	13
Economic & Neighborhood Vitality	0	2	1	0	3
Human and Social Needs	0	1	4	0	5
Quality of Life	0	4	3	1	8
Government Performance & Financial Management	2	9	4	1	16
Total	2	28	18	7	55

budget Initiative tracker

Public SAFETY

Dallas Fire-Rescue (DFR)

Initiative #1: Hire and Train New Fire Rescue Officers

Completion Date: April 2018

Description: Hire and train 241 Fire Rescue Officers bringing the total strength to 1,936 by the end of fiscal year 2017-18. \$800,000 one-time training costs budgeted for this initiative.

Status: Through March 2018, DFR has hired 115 recruits while losing 86 staff. DFR anticipates hiring an additional 130 recruits. Based on current projections, DFR will end the year with 1,936 uniform personnel.

Planning

In Progress

Deployment

Complete

Initiative #2: Add EMS Rescue Unit (Ambulance)

Completion Date: January 2018

Description: Enhance emergency response; 2 firefighters added for each of the 3 shifts for a total of 6 staff; \$1,216,352 budgeted for this initiative.

Status: Effective January 10, 2018, a new full-time ambulance housed at Fire Station #1 located at 1901 Irving Blvd. in West Dallas went into operation for the purpose of improving EMS response and service delivery. The ambulance was fully staffed.

Planning

In Progress

Deployment

Complete

Initiative #3: Peak Demand Rescue Unit (Ambulance)

Completion Date: January 2018

Description: Add peak demand overtime rescue unit; \$982,224 budgeted for this initiative.

Status: The peak ambulance was placed in service January 10, 2018 and is staffed during peak hours, 7 days a week by paramedics working overtime. This staffing structure helps prevent the increase in response times that would occur without the unit.

Planning

In Progress

Deployment

Complete

Initiative #4: Dispatch Personnel

Completion Date: March 2018

Description: Enhance Fire dispatch operations; 4 FTEs added; \$342,424 budgeted for this initiative.

Status: Staff (4) assigned to Communications effective January 10, 2018 and began training and certification spanning four to five weeks. Upon training completion, newly trained dispatchers were assigned to shift work during the month of March 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Public SAFETY

Dallas Fire-Rescue (DFR)

Initiative #5: Priority Dispatch

Completion Date: May 2018

Description: Implement priority dispatch system.

Status: The new priority dispatch software has implemented and currently is in use by the Fire Dispatchers. DFR is conducting data analysis to design emergency fleet dispatch matrix. Fire Engines will be added to low priority EMS calls May 2018.

Planning

In Progress

Deployment

Complete

Initiative #6: Firefighter Training & Promotional Exams

Completion Date: June 2018

Description: Improve Firefighter safety/development and succession planning through training and promotional exams; \$500,000 budgeted for this initiative.

Status: Officer Development training for new Lieutenants concluded in March 2018. Beginning Captain training development program. Beginning Officer Training for new Captains in April.

Planning

In Progress

Deployment

Complete

Dallas Police Department (DPD)

Initiative #7: Recruit and Hire New Police Officers

Completion Date: September 2018

Description: Recruit, hire, and train 250 Police Officers with a goal to end FY 2017-18 with 3,094 uniform personnel in the Police Department..

Status: Through March 3, 89 officers have been hired and 116 officers have left. It is anticipated that 161 more officers will be hired and 134 more will leave the department. The end of year projection is to have 3,070 officers.

Planning

In Progress

Deployment

Complete

Initiative #8: 911 Improvements

Completion Date: October 2018

Description: Implement improvements in 911 including NG 911 compatible solutions and upgrades at 911 backup facilities; \$2,473,106 budgeted for NG 911; \$823,106 budgeted for backup facilities.

Status: All equipment and circuits for the operational backup site have been ordered. Infrastructure upgraded at our primary site location and we are waiting to install the new computers as new consoles arrive. All consoles are expected to be delivered and installed by April 2018. Vesta upgrades are complete for Phase 1; the next step is to prepare to enable text to 911 capabilities from both a technical and a procedural perspective. The technical capabilities are installed but not activated; awaiting formation of City Policy, legal review, and training requirements before proceeding. Text to 911 is expected to roll-out by October 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Public SAFETY

Dallas Police Department (DPD)

Initiative #9: Crime Analysts

Completion Date: June 2018

Description: Improve response to crime through enhancements at the Fusion Center; 5 FTEs added; \$274,610 budgeted for this initiative.

Status: DPD is in the process of conducting interviews to fill these positions. Anticipate filling positions by June 2018.

Planning

In Progress

Deployment

Complete

Initiative #10: Crime Statistics Reporting

Completion Date: May 2018

Description: Implement NIBRS and improve crime statistics data reporting. \$135,300 budgeted (grant funded) for this initiative.

Status: Record Management System version upgrade in January 2018 to turn the National Incident-Based Reporting System (NIBRS) module on. The target cutover to the new system was February 2018. Once NIBRS module is on and certified with Department of Public Safety (target May 2018), DPD will run NIBRS reporting along side Uniform Crime Reporting system for 12 months.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Mobility Solutions, Infrastructure, & Sustainability

Aviation (AVI)

Initiative #11: Fueling Operations

Completion Date: January 2019

Description: Provide full-service fueling operations at Vertiport and Dallas Executive Airport; \$3,986,932 budgeted annually for this initiative in FY 2017-18 and FY 2018-19.

Status: New Request for Competitive Sealed Proposal (RFCSP), is being developed by a consultant and should be complete within 30 days. Aviation anticipates releasing it on or by beginning of June, 2018. Contract award by Council expected late summer or early fall 2018.

Planning

In Progress

Deployment

Complete

Equipment & Building Services (EBS)

Initiative #12: City Facility Major Maintenance

Completion Date: September 2018

Description: Implement major maintenance at City facilities; \$4,600,000 budgeted for this initiative.

Status: From the 2017-18 Major Maintenance project list of 30 projects approximately \$1.9 million has been encumbered and expended. Scheduled projects anticipated to be completed by June 2018 include plumbing repairs and the replacement of the fire alarm and detection system at Hensley Field, the replacement of the roof at Fireside Recreation Center, some fire inspections deficiencies addressed across City Facilities, and the replacement of the boiler at Kleberg-Rylie Recreation Center.

Planning

In Progress

Deployment

Complete

Initiative #13: DPD Security Enhancements

Completion Date: May 2018

Description: Enhance physical security measures at police headquarters and substations; \$500,000 budgeted for this initiative in major maintenance budget.

Status: South Central DPD Substation (\$331,806) and the Northeast DPD Substation (\$168,194) security fence improvements have begun. Remaining security fence improvements at the other stations are being addressed as part of the 2017 Bond Program.

Planning

In Progress

Deployment

Complete

Initiative #14: Cultural Facility Improvements

Completion Date: June 2018

Description: Implement improvements at cultural facilities; \$1,000,000 budgeted for this initiative.

Status: Repairs at the Meyerson and Majestic Theater have been initiated (\$420,000); anticipated completion June 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Mobility Solutions, Infrastructure, & Sustainability

Equipment & Building Services (EBS)

Initiative #15: ADA Improvements

Completion Date: September 2018

Description: Implement ADA improvements in City facilities; \$400,000 budgeted for this initiative in major maintenance budget.

Status: Four ADA ramps and associated sidewalk segments are to be replaced on the east side of City Hall (\$39,374). Construction is expected to be completed by June 2018. Sidewalk and ADA improvements at MLK Complex (\$139,778) are anticipated to be complete by June 2018. Additional projects are being identified in collaboration with the City's ADA Coordinator.

Planning

In Progress

Deployment

Complete

Initiative #16: Capital Technology Enhancements

Completion Date: October 2018

Description: Implementation of an enterprise work order and asset management system for vertical and horizontal infrastructure. \$177,283 budgeted in FY 2017-18.

Status: The capital project management system is designed for entry of new projects mid-January 2018. The full version of the work order management system will be rolled out in October 2018.

Planning

In Progress

Deployment

Complete

Public Works (PBW)

Initiative #17: Street Lane Mile Improvements

Completion Date: September 2018

Description: Complete 580 street lane miles of improvements with allocation of about \$153 million of pay-as-you-go and bond financing.

Status: Project schedule deployment by the end of February 2018. The project began in November 2017 and is expected to be completed by September 2018.

Planning

In Progress

Deployment

Complete

Sanitation Services (SAN)

Initiative #18: Equipment Replacement

Completion Date: December 2018

Description: Implement enhanced equipment replacement for FY 2017-18; \$8 million budgeted for this initiative.

Status: Working with Equipment and Building Services Fleet Division and Procurement Services to develop a master agreement for the purchase of the new equipment. Sanitation planning to purchase approximately 89 pieces of equipment including sanitation trucks, bulldozers, mowers, tractors, trailers, and other service equipment. The majority of the purchases are for replacements. Based on the past experience, we expect to receive the equipment by the end of 2018 calendar year.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Mobility Solutions, Infrastructure, & Sustainability

Sustainable Development & Construction (DEV)

Initiative #19: Right-of-way License Automation

Completion Date: October 2017

Description: Automate the right-of-way license billing process. Process will improve productivity, accuracy, and consistency of the annual invoicing process.

Status: Automated the right of way license billing process through a web application that provides Real Estate staff with access to license data. A batch process calculates the annual fee, updates the system data, and produces an invoice for each license in the public ROW that owes a fee for that year. This improves productivity, accuracy, and consistency of the annual invoicing process.

Planning

In Progress

Deployment

Complete

Initiative #20: Electronic Plan Review Implementation

Completion Date: September 2018

Description: Deploy electronic plan review which will reduce plan review time, improve customer service, and enhance tracking capabilities; \$1,350,000 budgeted for this initiative.

Status: Agenda item approved by City Council January 2018. Agreement on hosting services to support the application and test environment have been established. Kickoff and orientation for the system held mid-April. Configuration between CIS, BI and vendor initiated and will be ongoing throughout May. The application will be fully implemented by the end of FY 2017-18.

Planning

In Progress

Deployment

Complete

Transportation (TRN)

Initiative #21: Traffic Signal Replacement

Completion Date: September 2021

Description: Upgrade 25 high accident intersections including traffic signals; City match of \$2.1 million budgeted for this initiative for a \$8.3 million Federal Safety Grant.

Status: Consultant selection for design complete. Design contracts scheduled for Council approval in May 2018. Various Local Project Advanced Funding Agreements with TxDOT will be presented to Council over the next 2-3 years. Project will be subdivided into smaller construction groups and advertised in phases between 2019-2021 per TXDOT schedule.

Planning

In Progress

Deployment

Complete

Initiative #22: LED Street Lighting

Completion Date: September 2018

Description: Increase the City's LED lights at approximately 1,700 street locations where street lights exist on traffic signal poles.

Status: Staff converted all 1,771 High Pressure Sodium streetlight fixtures to Light Emitting Diode (LED) fixtures for intersection safety lights at signalized intersections.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Mobility Solutions, Infrastructure, & Sustainability

Dallas Water Utilities (DWU)

Initiative #23: Water Quality

Completion Date: September 2018

Description: Implement and optimize biological filtration process at Eastside Water Treatment Plant; \$250,000 budgeted for this initiative.

Status: Preparatory equipment installed; testing currently underway; on schedule for September 2018 start-up.

Planning	In Progress	Deployment	Complete
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budget Initiative tracker

Economic & Neighborhood vitality

Housing & Neighborhood Revitalization (HOU)

Initiative #24: Revise Home Repair Program

Completion Date: June 2018

Description: Implement a revised and comprehensive Home Repair Program which targets need-based homeowners. Program changes will also enable homeowners to age in place. The initiative includes \$9 million with staff of 22 (includes inspectors). Anticipates serving 460 homes.

Status: Preparing City Council agenda and resolution for amendment of the program statement. Stakeholder outreach underway; anticipated implementation Spring 2018.

Planning

In Progress

Deployment

Complete

Management Services – Fair Housing Office (FHO)

Initiative #25: Regional Assessment of Fair Housing

Completion Date: August 2018

Description: Complete the Regional Assessment of Fair Housing (AFH) and gain approval of the plan from the U.S. Department of Housing and Urban Development.

Status: Ten Assessment of Fair Housing meetings held January and February 2018 to seek community input. Draft plan will be available Summer 2018 and briefed to City Council in the Fall 2018.

Planning

In Progress

Deployment

Complete

Housing & Neighborhood Revitalization (HOU)

Initiative #26: Market Value Analysis

Completion Date: August 2018

Description: Conduct a Market Value Analysis (MVA) to Understand investment trends and allow policy development that would reverse disinvestment trends within the City; \$50,000 budgeted for this initiative.

Status: The base MVA briefed to City Council January 2018. Steering committee working with Reinvestment Fund as they have gathered data and field verified the draft model. This resulted in modification to data sources and algorithm calculations to yield the most accurate results of market conditions. Team working on customized data overlays requested by council members including job commutes, displacement risk, affordability markets, education, and demographics by market type among other things.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Human and Social Needs

Management Services – Office of Community Care (OCC)

Initiative #27: Address Aggressive Solicitation

Completion Date: May 2018

Description: Develop and implement an anti-panhandling (anti-aggressive solicitation) initiative; \$200,000 budgeted for this initiative.

Status: The City launched its “End Panhandling Now” (EPN) public education and outreach campaign early May 2018. This initiative pilot program, which will run the remainder of the fiscal year, will focus on direct messaging to the public, outreach and service referrals by outreach workers, and compliance efforts led by Dallas Police Department. In the coming weeks, staff from the Public Affairs Office will coordinate with interested councilmembers, the Mayor, and City leadership to begin drafting a series of videos with complimentary, but varied, messages.

Planning

In Progress

Deployment

Complete

Initiative #28: Senior Dental Program

Completion Date: September 2018

Description: Assist an additional 380 seniors with proper dental care; \$75,000 budgeted for this initiative.

Status: Contract executed September 2017. Target is to serve 1,190 unduplicated seniors and provide 3,570 procedures. As of March 1,160 unduplicated seniors have been served and 2,495 procedures have been provided.

Planning

In Progress

Deployment

Complete

Initiative #29: Teen Pregnancy Initiative

Completion Date: September 2018

Description: Develop initiatives and implement strategies to reduce incidents of teen pregnancy; \$300,000 budgeted for this initiative.

Status: Two proposals were received in response to the Teen Pregnancy Proposal RFCSP. Office of Community Care is beginning the contract execution process. Office of Community Care will brief Human & Social Needs May 21 with Council approval anticipated in June.

Planning

In Progress

Deployment

Complete

Management Services – Office of Homeless Solutions (OHS)

Initiative #30: Address Homeless Encampments

Completion Date: September 2018

Description: Implement strategies to address health concerns related to homelessness including homeless encampment clean-up and hardening or reclamation where appropriate; \$1,600,000 budgeted for this initiative.

Status: Street Outreach and Resource Manager selected January 2018. Interim Community Mobilization Coordinator onboarded late October 2017; draft plan to repurpose areas frequented by the homeless developed with community input. Meetings held with the Texas Department of Transportation, civic, business, neighborhood and faith-based organizations. Street outreach teams continue to engage the homeless by conducting needs assessments and offering services including housing assistance.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Human and Social Needs

Management Services – Office of Welcoming Communities & Immigrant Affairs (WCIA)

Initiative #31: Immigrant and Refugee Community Engagement

Completion Date: September 2018

Description: Enhance WCIA's engagement with Dallas' immigrant and refugee population through 92 community engagements. WCIA is currently budgeted in the amount of \$428,845.

Status: WCIA continues to be well ahead of its targeted number of community engagements, with 136 engagements completed as of the end of February 2018. With the subject of immigrants and refugees being of such national (and international) prominence, the Office of Welcoming Communities and Immigrants Affairs is being relied upon and sought out by myriad entities in Dallas for its expertise and knowledge of the immigrant and refugee community in Dallas. WCIA coordinates its community engagement with other City of Dallas departments, thereby enhancing its profile in the community. WCIA continues its work with the 85-member Welcoming Communities Task Force, which is also on target for finalizing a Welcoming Plan for the City of Dallas by early Summer 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Quality of life

Code Compliance Services (CCS)

Initiative #32: Intensive Case Resolution Team

Completion Date: January 2018

Description: Create Intensive Case Resolution Team to address 1,750 substandard structures and 1,750 illegal land use cases per year; 7 positions budgeted; \$711,633 budgeted for this initiative.

Status: As of March 31, 2018, nine of the ten positions filled. Interviews for the Title Examiner position held April 2018. The team has been operational for two months, received 144 cases and brought 7% of the cases (properties) into compliance to date.

Planning

In Progress

Deployment

Complete

Convention & Event Services (CCT)

Initiative #33: KBHCCD Capital Improvements

Completion Date: January 2019

Description: Implement maintenance and repair projects within the Convention Center.

Status: For FY 2017-18 our goal is to fully implement security system (\$825K – Sept. 2018), F-Hall Truss Repairs (\$600K – Sept. 2018), A-Meeting Room Renovation Project (\$700K – June 2018) and Phase I Wayfinding Improvements (\$1.8M – Sept. 2018). Council action required Summer 2018 to begin work on the facility's Water Infiltration Project (\$5-7M – Est. Completion January 2019). April 2018 City Council approved two contracts for the design and construction administration for Ballroom A Lighting Improvements (\$1.5M - Est. Completion Sept. 2018) and the Restroom Remodel Project (~\$3-5M – Est. Completion FY 2020).

Planning

In Progress

Deployment

Complete

Dallas Animal Services (DAS)

Initiative #34: Boston Consulting Group Recommendations

Completion Date: September 2018

Description: Foster clean, healthy, safe, enriching communities while implementing BCG recommendations; will double intake of loose dogs to 18,000/year, continue microchipping, and spay and neutering activities.

Status: On track to exceed goal of 18k loose dogs impounded by end of fiscal year 2017-18. Staff continuing to microchip, spay, and neuter animals. April projections show 18,200 intakes by year end.

Planning

In Progress

Deployment

Complete

Library (LIB)

Initiative #35: Expand Library Hours

Completion Date: January 2018

Description: Enhance learning by expanding library hours; all libraries will be open 6 or 7 days per week. 13.5 staff added; \$516,794 budgeted for this initiative.

Status: Expanded hours began January 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Quality of life

Library (LIB)

Initiative #36: Adult Education

Completion Date: September 2018

Description: Expand ESL to 28 locations and serve 800 additional learners; expand GED program; 7 staff added; \$856,028 budgeted for this initiative.

Status: Expansion of ELL began October 2017 with five new general English class locations and conversation classes at nine locations. Instructor led classes began January 2018 at six locations. GED expansion includes new online class application for obtaining a high school diploma. GED testing center at the Central Library expanded hours January 2018 to include two evenings a week. Total enrollments for FY18 to date are: GED – 1,169, ELL – 1,591, total – 2,760. This represents a 29% increase in enrollments over FY17's enrollments at the same time last year. In FY18 to date, 685 GED tests have been administered. This is a 12% increase over the same time period (Oct-Mar) in the previous fiscal year.

Planning

In Progress

Deployment

Complete

Office of Cultural Affairs (OCA)

Initiative #37: Cultural Affairs Priorities

Completion Date: September 2018

Description: Complete cultural planning process to have a practical guidebook for the OCA and our cultural partners which will serve to identify future priorities.

Status: Nearly 3,000 people have participated in community meetings which began in September; meetings planned through April. Economic analysis of local giving to arts groups has begun for comparison to benchmark cities. Will provide update to Council spring 2018.

Planning

In Progress

Deployment

Complete

Park & Recreation Services (PKR)

Initiative #38: Aquatic Centers

Completion Date: September 2019

Description: Operation and maintenance for six aquatic centers (three open in FY 2017-18 and the remaining three in FY 2018-19).

Status: Three of the six new aquatic facilities are under construction and will open for the 2018 summer season. The three remaining new facilities will begin construction in 2018 and open for the 2019 summer season.

Planning

In Progress

Deployment

Complete

Initiative #39: Senior Programming

Completion Date: September 2018

Description: Enhance senior programming through addition of 10,410 additional hours of senior programming; 20 part-time positions added; \$250,000 budgeted for this initiative.

Status: Staff worked with Civil Service to get the new position descriptions updated and the positions posted November 2017. Staff have hired 14 part-time employees to serve the Senior Program Division, resulting in 26,987 total senior programming hours (as of March 2018).

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Government Performance and Financial Management

City Controller's Office (CCO)

Initiative #40: Consolidation of Accounts Payable

Completion Date: September 2018

Description: Transfer-in accounts payable positions as pilot of Accounts Payable consolidation; 6 staff transferred; \$236,240 budgeted for this initiative.

Status: Four of the six positions are filled. The other positions are currently filled by temporary staff, but will be replaced by permanent employees. During the implementation, AP also deemed more staffing will be required for full centralization of invoice processing.

Planning

In Progress

Deployment

Complete

City Secretary's Office (SEC)

Initiative #41: Application and Background Check System

Completion Date: August 2018

Description: Implement application and background check system for City Council member appointed boards and commissions members.

Status: Projected to go to Council May 2018 for purchase of the system. The new system will accept applications from citizens interested in volunteering their service on one of the City's boards or commissions. Target go-live date of August 2018.

Planning

In Progress

Deployment

Complete

Civil Service (CVS)

Initiative #42: Video Recording for Assessment Centers

Completion Date: September 2018

Description: Implement video recording in the Police and Fire assessment processes to potentially decrease assessors' costs and improve consistency and accuracy in ratings.

Status: The Business Technology Request (BTR) to purchase video recording equipment is still under review by the CIS managers and assistant city managers. Pending approval, it is anticipated that the system will be operable by the end of calendar year 2018 for Fire Operations assessment centers.

Planning

In Progress

Deployment

Complete

Communication & Information Services (DSV)

Initiative #43: Electronic Document Management System

Completion Date: August 2018

Description: CIS will migrate Sustainable Development & Construction, City Secretary's Office and Human Resources into the citywide Electronic Document Management System. \$550,000 budgeted for this initiative.

Status: Sustainable Construction & Development completed the Document Management System deployment for Building Inspection division. SDC is continuing efforts to expand the Document Management System into their other divisions Engineering, Real Estate, Current Planning and Real Estate which is in planning phase; City Secretary department is in progress phase and projected to go to Council April 2018; Human Resources is in the planning phase.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Government Performance and Financial Management

Management Services – 311 Call Center (311)

Initiative #44: New CRM System

Completion Date: August 2018

Description: Complete procurement and implementation of new Customer Relationship Management software for the 311 Call Center.

Status: Service request configuration for first 200 SR types to be completed in April. Interfaces with other City systems 40% complete. Data migration planning complete. Standard reports and dashboards configured. Go-live planned for August 2018.

Planning

In Progress

Deployment

Complete

Initiative #45: 311 Agents at Remote City Facilities

Completion Date: July 2018

Description: Add customer service agents at remote city facilities to receive service requests and better engage citizens. 2 staff added; \$166,175 budgeted for this initiative.

Status: Agents available at MLK and West Dallas Multi-purpose Center Monday through Friday from 8 am – 5 pm since November 20, 2017. Customer contacts increasing each month; through March 2018, over 2,300 customer contacts made.

Planning

In Progress

Deployment

Complete

Initiative #46: Expand 311 Services

Completion Date: September 2018

Description: Add positions and software to assume auto-pound and Dallas Animal Services calls for service; 4 staff added; \$384,076 budgeted for this initiative.

Status: 311 has received over 21,000 Auto Pound calls since December 2017 with an average speed of answer of 1 minute 48 seconds. 311 began handling Dallas Animal Services shelter operations front desk calls March 1, 2018. Next step is to add service functionality in the Nuance conversational Interactive Voice Recognition (IVR); vendor submitted cost estimate for review.

Planning

In Progress

Deployment

Complete

Management Services – Center for Performance Excellence (CPE)

Initiative #47: Monitor Audit Deficiencies

Completion Date: September 2018

Description: Develop a computer application to monitor departments' efforts to remediate City Auditor identified deficiencies to reduce risks and improve service delivery.

Status: The computer application is being developed with a target completion of April 2018. Instructions for using the application will be developed by June 2018 with rollout of the application to the user departments by end of September 2018.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Government Performance and Financial Management

Management Services – Office of Business Diversity (OBD)

Initiative #48: Increase M/WBE Participation

Completion Date: March 2018

Description: Analyze historical and upcoming City contracts by industry to increase M/WBE participation; 1 FTE added; \$84,000 budgeted for this initiative.

Status: Using the data from industry reports CIS built, we will begin the Availability & Disparity Study and furnish this information to the selected firm. The A&D study was advertised in April 2018 and responses are due late May 2018. A firm will be selected later this fiscal year (pending contract negotiations).

Planning

In Progress

Deployment

Complete

Management Services – Office of Strategic Partnerships & Government Affairs (IGS)

Initiative #49: Enhance External Partnerships

Completion Date: September 2018

Description: Enhance strategic partnerships; inventory partners and stakeholders; prioritize initiatives; 2 staff; \$114,263 budgeted for this initiative.

Status: Working strategic initiatives with DISD including Census 2020, Welcoming Communities and Immigrant Affairs, Teen Pregnancy, Homelessness and Youth issues. Also working with area universities. Implementing a pilot Fellows Program with SMU.

Planning

In Progress

Deployment

Complete

Initiative #50: Youth Commission

Completion Date: September 2018

Description: Expand the role and impact of the City's Youth Commission; \$100,000 budgeted for this initiative.

Status: Working to increase Youth Engagement through multiple initiatives such as, district-wide town halls, a Children Savings Account project and a Mass Incarceration event for youth in Dallas; holding monthly meetings to discuss issues while joining efforts with other local youth councils on projects that help all students in North Texas. Hosted regional youth forum in November; planning to host another this year.

Planning

In Progress

Deployment

Complete

Management Services – Public Affairs & Outreach (PAO)

Initiative #51: Enhance Community Outreach

Completion Date: September 2018

Description: Focus on 10 underserved communities through enhanced community outreach; \$10,000 budgeted for this initiative.

Status: The City of Dallas Guide brochure completed. Seeking bids for printing. Finalizing print details with anticipated May 1 receipt date. Team polo shirts are in the process of being ordered. PAO worked with Councilmembers to identify underserved communities. PAO met with over 50 city outreach employees; currently identifying first sector to be addressed once printed brochures are received.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Government Performance and Financial Management

Management Services – Resiliency Office (RO)

Initiative #52: Equity Indicators

Completion Date: September 2018

Description: The Equity Indicators is a comprehensive tool that helps cities understand and measure equity in their city. This tool works across multiple areas and measures the disparities faced by multiple disadvantaged groups across those domains.

Status: First round of community comments is complete. Present to HSN on May 7.

Planning

In Progress

Deployment

Complete

Mayor and City Council Office (MCC)

Initiative #53: District Offices for Council Members

Completion Date: July 2018

Description: FY 2017-18 budget includes \$250,000 to pilot Council offices within individual districts.

Status: The District 3 Office opened January 2018 at Dallas Executive Airport (early review approximates opening cost at \$1,800). The District 7 office scheduled to open March 2018. The remaining offices are delayed due to limited space in City facilities. Reconfiguration by EBS planned for District 2/6 and District 10 in existing City facilities. Full opening of all offices projected by July.

Planning

In Progress

Deployment

Complete

Office of Budget (BMS)

Initiative #54: Community Survey

Completion Date: July 2018

Description: The City routinely conducts a Community Survey to understand citizens' perception of the City of Dallas and our services. \$65,000 was included in the FY 2017-18 budget to conduct the survey. Results will then be used through budget discussions.

Status: Survey initiated January 2018. Results will be briefed to City Council May 2018.

Planning

In Progress

Deployment

Complete

Office of Risk Management (ORM)

Initiative #55: Collision Review Committee

Completion Date: July 2018

Description: Investigate City Vehicle accidents and establish Collision Review Committee for Police and Fire Departments.

Status: 5 of 6 Safety Specialists hired. 3 Incident Investigators hired. Incident Investigations Manager hired. Office space, equipment and vehicles procured. Personal protective equipment ordered. AD 3-3 Driver Safety Program under CAO review for revision approval. AD 3-49 Drug and Alcohol Testing of Applicants and Employees approved by CAO; will distribute to directors for review and comment.

Planning

In Progress

Deployment

Complete

budget Initiative tracker

Phase	Definition
Planning	In discussions/completing paperwork to begin project
In Progress	Initial stages of implementation
Deployment	Project underway; meeting timeline and budget
Complete	No further action needed





City of Dallas Contact Information

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Memorandum



CITY OF DALLAS

DATE May 16, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget**

On May 21, 2018, the Office of Budget will brief the Economic Development & Housing, Human & Social Needs, and Government Performance & Financial Management Committees on the City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget. I have attached the briefing for your review.

Please let me know if you need additional information.

M. Elizabeth Reich

M. Elizabeth Reich
Chief Financial Officer

Attachment

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

Jo M. (Jody) Puckett, Assistant City Manager (Interim)
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
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 Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget

**City Council Committee
May 21, 2018**

**Elizabeth Reich
Chief Financial Officer**

**Chan Williams, Assistant Director
Office of Budget**



Purpose

- Recap Consolidated Plan services provided during FY 2016-17
- Present City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget
- Review recommendations from Community Development Commission
- Discuss next steps



Consolidated Plan

- Comprehensive analysis and strategic plan that identifies community needs, prioritizes those needs, and details how they will be addressed
- City's needs include:
 - Housing
 - Homelessness
 - Economic Development
 - Human and Social Services
 - Public Improvements/Infrastructure



Consolidated Plan

- Covers 5-year planning period
 - Current 5-year plan covers FY 2013-14 through FY 2017-18 (September 30, 2018)
- HUD granted one-year extension to current 5-year plan to allow additional time for new fair housing requirements to be incorporated into next 5-year plan
 - Current plan extended through FY 2018-19 (September 30, 2019)



Background

- Consolidated Plan program consists of 4 grants received annually from U.S. Department of Housing and Urban Development (HUD)
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnerships Program (HOME)
 - Emergency Solutions Grant (ESG)
 - Housing Opportunities for Persons with AIDS (HOPWA)



FY 2016-17 Consolidated Plan Programs

- Community Development Block Grant (CDBG)
 - Develops viable urban communities by providing decent housing and a suitable living environment, and by expansion of economic opportunities
 - 3,042 youth served through Afterschool and Child Care Programs
 - 4,680 seniors served through City's Office of Senior Affairs and Senior Services Program
 - 874 residents received services, including case management and rehabilitation services through Community Courts
 - 390+ households assisted with repairs and new homeownership



FY 2016-17 Consolidated Plan Programs

- HOME Investment Partnerships (HOME)
 - Provides, develops, supports, produces, and expands supply of decent and affordable housing
 - Ensures fair housing opportunities to citizens of Dallas regardless of race, color, religion, national origin, disability, familial status, or sexual orientation
 - 275+ housing units created and/or rehabilitated
 - 120 new first-time homebuyers



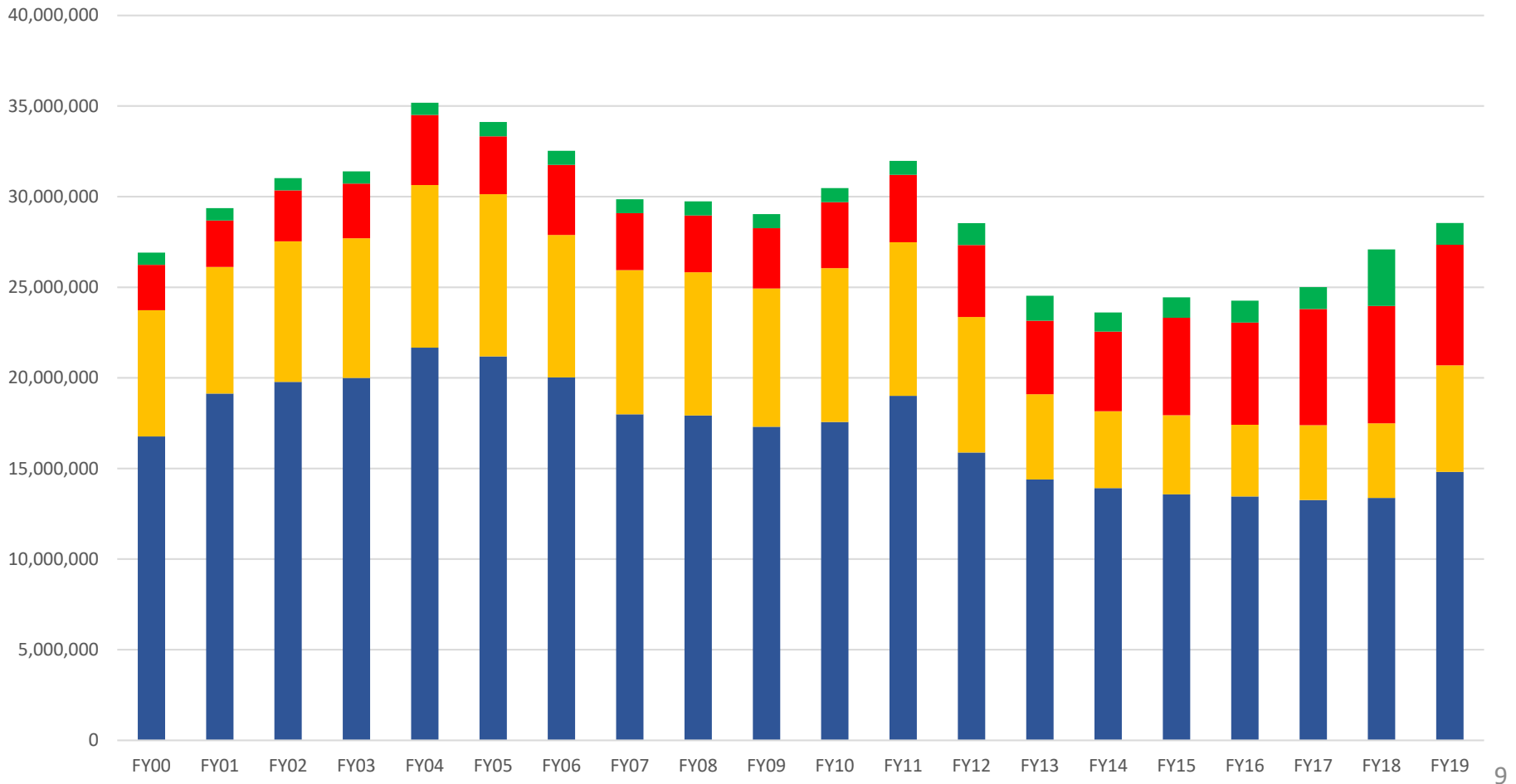
FY 2016-17 Consolidated Plan Programs

- Emergency Solutions Grant (ESG)
 - Prevents homelessness and assists those already homeless
 - 4,680 individuals and families served
- Housing Opportunities for Persons with AIDS (HOPWA)
 - Provides housing and/or supportive services to individuals with AIDS, persons who are HIV positive, and their families
 - 1,036 individuals and families served



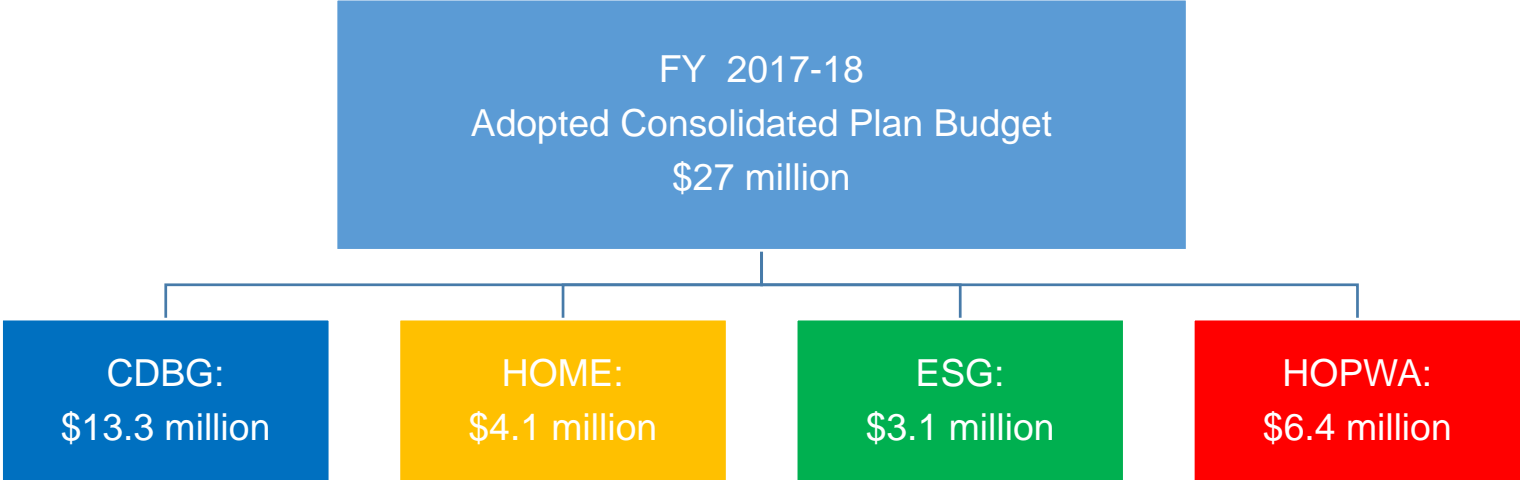
Funding History

■ CDBG ■ HOME ■ HOPWA ■ ESG

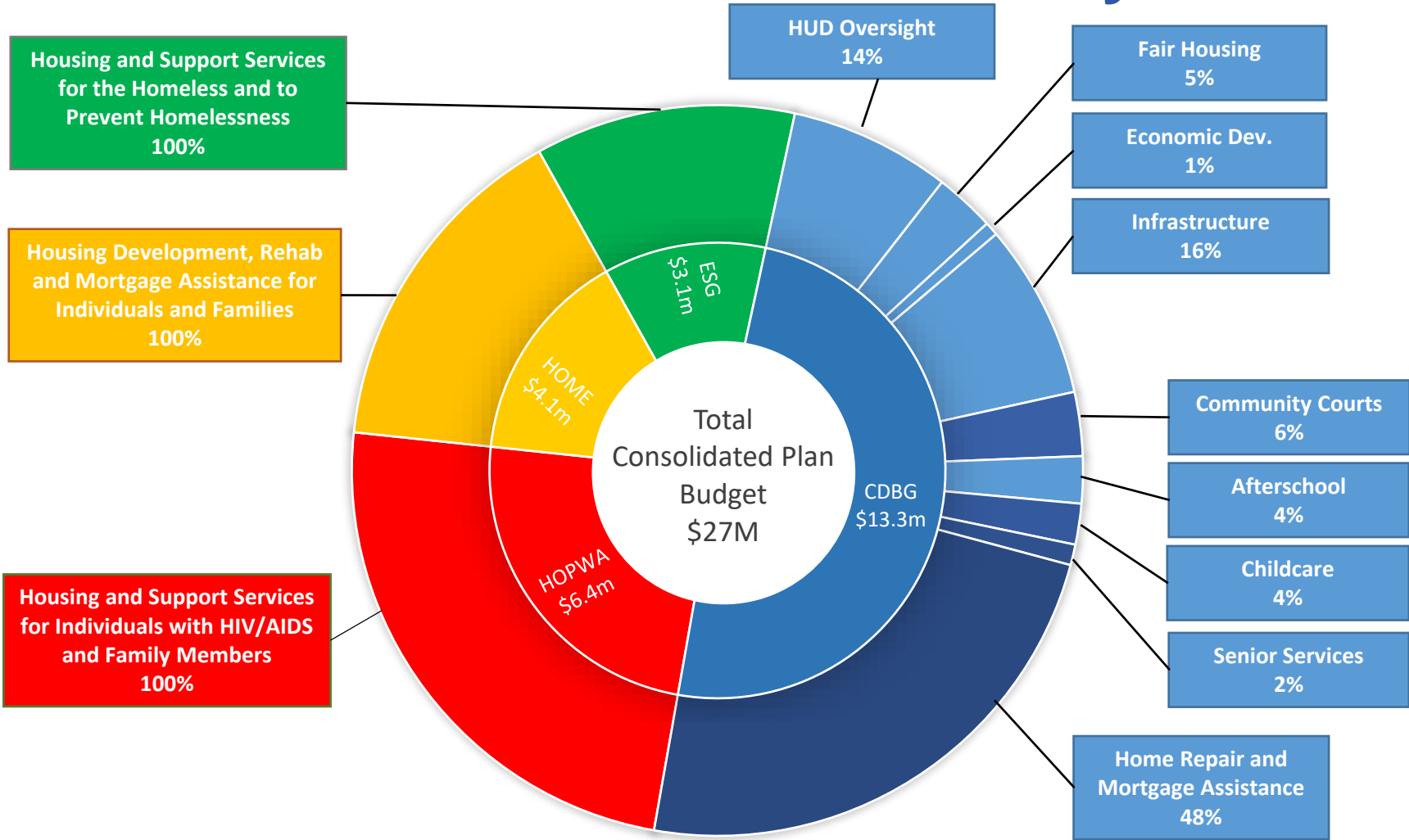


FY 2017-18 Consolidated Plan Funds

- Approximately \$27m received from HUD for FY 2017-18 Consolidated Plan Budget



FY 2017-18 Consolidated Plan by Service



FY 2018-19 Consolidated Plan

- HUD provided final grant allocation amounts for FY 2018-19 on May 1, 2018
 - Approximately \$28.5m
- FY 2018-19 allocations from HUD are about \$1.5m more than FY 2017-18
 - CDBG - \$14,810,163
 - HOME - \$5,886,901
 - ESG - \$1,203,874
 - HOPWA - \$6,645,116



Budget Considerations

- Consistent with 5-year Consolidated Plan
- Consider increased service level needs
- Comply with HUD guidelines in CDBG capped categories
 - CDBG Public Services 15%
 - CDBG Program Oversight 20%
- Adhere to HUD and City's timely expenditure policies



Budget Considerations

- Continue to meet HUD monitoring and reporting requirements
- Ensure housing programs affirmatively further fair housing
- Be consistent with Poverty Task Force recommendations to address drivers of poverty
- Be consistent with City's new Housing Policy
- Consider input from community stakeholders
 - Continuum of Care, Ryan White Planning Council of Dallas, etc.



FY 2018-19 Proposed Budget

Source of Funds (Entitlement)	FY 2017-18 Budget	FY 2018-19 Proposed	Variance
CDBG (grant)	\$13,373,031	\$14,810,163	\$1,437,132
HOME (grant)	4,123,371	5,886,901	1,763,530
ESG (grant)	3,117,540	1,203,874	(1,913,666)
HOPWA (grant)	6,470,345	6,645,116	174,771
Sub-Total HUD Grant Funds	\$27,084,287	\$28,546,054	\$1,461,767

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FY 2018-19 Additional Funds

Source of Funds (Non-Entitlement)	FY 2017-18 Budget	FY 2018-19 Proposed	Variance
CDBG Program Income – Housing Activities (includes one-time funds)	\$ 500,000	\$ 1,250,000	\$750,000
CDBG Program Income – Retained by Sub-Recipient (PeopleFund)	165,000	225,000	60,000
CDBG Reprogramming*	0	3,323,870	3,323,870
HOME Program Income (Housing & Neighborhood Revitalization)	1,500,000	1,000,000	(500,000)
Sub-Total Non-Entitlement Funds	\$2,165,000	\$5,798,870	\$3,633,870
Grand Total All Sources	\$29,249,287	\$34,344,924	\$5,095,637

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*Note: \$1.4m CDBG Reprogramming Funds approved on April 12, 2017 and added in FY 2016-17 to expedite services rather than waiting until FY 2017-18.



City of Dallas

FY 2018-19 Use of Funds

Use of Funds	FY 2017-18 Budget	FY 2018-19 Proposed	Variance
Public Services (CDBG)	\$ 2,065,115	\$ 2,258,979	\$193,864
Housing Activities (CDBG)	7,058,748	10,867,677	3,808,929
Economic Development (CDBG Revolving Loan Program)	165,000	225,000	60,000
Facilities and Improvements (CDBG)	2,097,504	3,419,373	1,321,869
Fair Housing and Program Oversight (CDBG)	2,651,664	2,838,005	186,341
HOME Activities	5,623,371	6,886,901	1,263,530
ESG Activities	3,117,540	1,203,874	(1,913,666)
HOPWA Activities	6,470,345	6,645,116	174,771
Total	\$29,249,287	\$34,344,924	\$5,095,637

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CDBG - Public Services Highlights & Changes

- HUD regulations limit funding for Public Services to 15% of entitlement and program income
 - Increase funding to cover full year operating costs for After-School/Summer Program and Senior Programs
 - Level funding for Child Care Services
 - Proposed reduction in Community Courts related to cost sharing for manager salary
 - New line added for funding opportunities with community partners to address poverty due to increase in grant funding



CDBG - Housing Highlights & Changes

- Increased funding for programs due to increase in grant funds and reprogramming funds
- Program allocations consistent with priorities identified in the new Housing Policy
- Funding increased for Dallas Homebuyer Assistance Program



CDBG - Housing

Highlights & Changes - continued

- Home repair and rehabilitation program expanded to now include single family rental properties consisting of up to four units
- Level funding recommended for operating costs which may include reallocation of staff and resources as new policies are implemented



CDBG - Economic Development Highlights & Changes

- Continue use of revolving loan funds for Business Loan Program
 - Additional funds available for FY 2018-19 due to slight increase expected in accounts receivable as a result of new loans added to portfolio



CDBG - Public Improvements Highlights & Changes

- Increased funding recommended for public facilities and improvements
 - Funds may be used for all eligible projects throughout the city



CDBG - Fair Housing and Program Oversight Highlights & Changes

- HUD regulations limit funding for Fair Housing, Planning, and Program Oversight activities to 20% of entitlement
- Increased funding to cover full year operating costs
 - Fair Housing
 - Program oversight, citizen participation, community engagement, and reporting
 - Administration and management of housing and human and social needs programs



HOME

Highlights & Changes

- CHDO Development Assistance funding requirements above 15% minimum and CHDO; Operating Assistance below 5% maximum of entitlement (HOME regulations)
- Funded programs provide for quality affordable housing and homeownership opportunities
- Program allocations based on new Housing Policy



HOME

Highlights & Changes

- Increased funding for programs due to increase in grant funds CHDO Development Loans
 - No new funding recommended for Operating Assistance budget due to prior year funds available
- Housing Development Loan Program
 - Single family units separated from multi-family units for tracking and reporting purposes



ESG

Highlights & Changes

- Continue funding for existing emergency shelter and homelessness prevention activities, rapid re-housing, to help people quickly regain stability in permanent housing, and program administration
- Funding allocations made in consultation with CoC and established priorities as recommended at January 23, 2018 monthly CoC meeting
- Reduced funding in shelter operations and rapid-rehousing programs due to elimination of FY 2017-18 one-time funding



ESG Highlights & Changes

Eligible Activities	Eligible Clients	
	Those who are Homeless	Those who are at-risk of Homelessness
1. Street Outreach*	X	
2. Emergency Shelter*	X	
3. Homelessness Prevention		X
4. Rapid Re-Housing	X	
5. Homeless Management Information System (HMIS)	X	X
6. Administration (7.5% of grant)	N/A	N/A

* Note: Combined total of Activities 1 and 2 can not exceed 60% of total grant allocation



HOPWA

Highlights & Changes

- Funding allocations made consistent with priorities established by Ryan White Planning Council of the Dallas Area (RWPC) and with needs identified in the RWPC 2016 Comprehensive HIV Needs Assessment
- Program services consolidated and reorganized to maximize resources and streamline HUD reporting
 - Facility Based Housing was formerly Housing Facilities Operations and merged with Supportive Services
- No new funding for Housing Facilities Rehab/Repair/Acquisition due to prior year funding available



Community Development Commission (CDC) Deliberations

- On April 5, City Manager's recommended budget for FY 2018-19 was presented to CDC
 - Proposal included estimated amounts for grants since HUD was not scheduled to release final allocations until May
 - Proposal did not include program specific recommendations for housing programs pending approval of Housing Policy by City Council
- CDC held committee meetings in April
 - Four committees met with staff from various departments to review each recommendation and to address program questions



CDC Deliberations

- On May 3, CDC received final grant allocation amounts that had been received from HUD on May 1
- On May 3, CDC approved their FY 2018-19 budget which concurred with City Manager's proposal
 - All components of the budget were approved except CDBG housing activities and HOME grant since those categories were still awaiting City Council approval of the Housing Policy



CDC Deliberations

- Members of CDC's Economic Development, Housing and HOME Committee actively participated throughout development process of new comprehensive Housing Policy
 - Housing Policy was approved by City Council on May 9
- On May 14, CDC held a special called meeting to review and discuss City Manager's proposal for housing programs
 - Committee concurred with City Manager's proposal with no changes



CDC Recommendation

- On May 15 at special called CDC meeting, commission concurred with committee's recommendation
- While no changes were recommended to City Manager's proposed FY 2018-19 budget, the CDC encouraged:
 - New allocation of \$193,357 in CDBG public services category be used to address identified drivers of poverty by supporting the provision of services to address human and social needs
 - Community partners be engaged in this new funding opportunity



Next Steps

- May 23 - Preliminary adoption of FY 2018-19 HUD Consolidated Plan Budget and call a public hearing
- May 24 - Begin 30 day public review
- May 30 - Council amendments due
- June 6 - Discuss proposed Council amendments and conduct straw votes
- June 13 - Hold public hearing before City Council
- June 27 - Final adoption of FY 2018-19 HUD Consolidated Plan Budget
- August 15 - Submit FY 2018-19 Action Plan to HUD
- October 1 - Implement plan



City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget

**City Council Committee Briefing
May 21, 2018**

**Elizabeth Reich
Chief Financial Officer**

**Chan Williams, Assistant Director
Office of Budget**



Attachment A

- City Manager's Proposed FY 2018-19 HUD Consolidated Plan Budget
 - *Line-by-line budget detail*



**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
<u>SOURCE OF FUNDS</u>			
Community Development Block Grant			
Entitlement (grant)	13,373,031	14,810,163	
Program Income - Housing Activities (includes one-time funds)	500,000	1,250,000	
Program Income - Sub-Recipient Retained	165,000	225,000	
Reprogramming *	0	3,323,870	
	<hr/> 14,038,031	<hr/> 19,609,033	0
Home Investment Partnership			
Entitlement (grant)	4,123,371	5,886,901	
Program Income - Housing Activities	1,500,000	1,000,000	
	<hr/> 5,623,371	<hr/> 6,886,901	0
Emergency Solutions Grant			
Entitlement (grant) **	3,117,540	1,203,874	0
Housing Opportunities for Persons with AIDS			
Entitlement (grant)	6,470,345	6,645,116	
TOTAL SOURCE OF FUNDS	<hr/> 29,249,287	<hr/> 34,344,924	0
<p>*\$1.4m CDBG Reprogramming Funds approved on April 12, 2017, and added in FY17 to expedite services rather than waiting until FY18. **FY 2018-19 amount does not include 1.9m one-time FY 2017-18 funding.</p>			
<u>USE OF FUNDS</u>			
Community Development Block Grant			
Public Services (15% of CDBG maximum amount allowed)	2,065,115	2,258,979	7,944,322
Housing Activities	7,058,748	10,867,677	2,350,901
Economic Development Activities	165,000	225,000	0
Public Improvements	2,097,504	3,419,373	0
Fair Housing and Program Oversight (20% of CDBG max amount allowed)	2,651,664	2,838,005	0
	<hr/> 14,038,031	<hr/> 19,609,033	<hr/> 10,295,223
HOME Investment Partnerships Program			
HOME Programs	5,623,371	6,886,901	0
Emergency Solutions Grant			
ESG Programs	3,117,540	1,203,874	15,590,920
Housing Opportunities for Persons with AIDS			
HOPWA Programs	6,470,345	6,645,116	0
TOTAL USE OF FUNDS	<hr/> 29,249,287	<hr/> 34,344,924	<hr/> 25,886,143

**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
<u>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</u>			
<u>CDBG - Public Services</u>			
CD01 After-School/Summer Program - Provide after school and summer programs for low income youth Monday thru Friday through structured recreational, cultural, social and life skills activities. 24 CDBG funded sites. FY 2018-19: estimated 2,800 children to be served. Additional resources: General Fund Youth Programs in PKR, DPD and Library.	563,515	589,708	5,710,730
CD02 Child Care Services Program - Provide various programs for children and youth, including after school programs; daycare for special needs children, children who are homeless, and children with disabilities via contracts with non-profit agencies. Funds are also used to provide child care subsidies for low and moderate income working parents and teenage parents who are attending school and do not qualify for any other form of public assistance. FY 2018-19: estimated 350 children to be served. Additional resources: One-time prior year funds from Private Grant	488,826	488,826	150,000
Youth Programs Sub-Total	1,052,341	1,078,534	5,860,730
CD03 Senior Services Program - Enhance the quality of life for older adults by disseminating support services information and providing direct and emergency support services. FY 2018-19: estimated 4,733 individuals to be served. Additional resources: General Fund	247,349	273,962	733,867
Senior Services Sub-Total	247,349	273,962	733,867
CD04 Community Court Program - Through the community court, offenses to persons and code violations of property are swiftly adjudicated and restitution made by defendants who plead guilty or no contest. FY 2018-19: estimated 2,300 clients to be served. Additional resources: General Fund and Federal Grants	765,425	713,126	1,349,725
• South Dallas / Fair Park Community Court	318,738	247,413	0
• South Oak Cliff Community Court	228,370	243,857	0
• West Dallas Community Court	218,317	221,856	0
Other Public Services (Non-Youth) Sub-Total	765,425	713,126	1,349,725
CD05 Contract(s) with nonprofit agencies - Services to address human and social needs. (Request for competitive sealed proposals)	0	193,357	0
Total CDBG - Public Services	2,065,115	2,258,979	7,944,322
CDBG - Public Services 15% Cap	2,065,115	2,258,979	
Under/(Over) Cap	0	0	
CDBG - Public Services Cap Percentage	15.0%	15.0%	

**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
<u>CDBG - Housing Activities</u>			
CD06 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and closing cost assistance. FY 2018-19: estimated 47 households to be served at an avg cost of \$75K.	859,663	2,500,000	0
Homeownership Opportunities Sub-Total	859,663	2,500,000	0
CD07 Home Improvement and Preservation/SF Program (HIPP) - Provide an all-inclusive repair and rehabilitation for single-family, owner-occupied housing units. FY 2018-19: estimated 109 households to be served at an avg cost of \$75k. Additional resources: General Fund and Code Compliance	4,427,741	4,617,433	2,350,901
CD08 Home Improvement and Preservation/MF Program (HIPP) - Provide an all-inclusive repair and rehabilitation for Landlord/rental single-family housing units (1-4 units). Landlord must have income eligible tenants. FY 2018-19: estimated 47 households to be served at an avg cost of \$75k.	0	1,978,900	
CD09 Support for Home Improvement and Preservation Program (HIPP) - Provide direct service delivery staff to implement the Home Repair Program.	1,771,344	1,771,344	0
Homeowner Repair Sub-Total	6,199,085	8,367,677	2,350,901
Total CDBG - Housing Activities	7,058,748	10,867,677	2,350,901
<u>CDBG - Economic Development</u>			
CD10 Business Loan Program (Program Income) - Subrecipient retains program income generated from revolving business loan program to provide additional loans.	165,000	225,000	0
Total CDBG - Economic Development	165,000	225,000	0
<u>CDBG - Public Improvements</u>			
CD11 Public Facilities and Improvements - Provide improvements to public facilities and infrastructure within eligible areas.	2,097,504	3,419,373	0
Public Improvement Sub-Total	2,097,504	3,419,373	
Total CDBG - Public Improvement	2,097,504	3,419,373	0

**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
<u>CDBG - Fair Housing and Planning & Program Oversight</u>			
CD12 Fair Housing Enforcement - Provide housing discrimination investigations, fair housing education and outreach, and citizen referrals.	721,345	743,830	0
CD13 Citizen Participation/CDC Support/HUD Oversight - Office of Budget Services/Community Development Division. Provide coordination of ConPlan budget development, citizen participation, and reporting to HUD as primary City liaison.	751,819	801,626	0
CD14 Community Care Management Support - Provides funding for Office of Community Care (OCC) management staff support for OCC programs.	186,237	270,518	0
CD15 Housing Management Support - Provide funding for Housing management staff support for housing programs.	992,263	1,022,031	0
Total CDBG - Fair Housing and Planning & Program Oversight	2,651,664	2,838,005	0
CDBG - FH/PLN/Program Oversight 20% Cap	2,674,606	2,962,033	
Under/(Over) Cap	22,942	124,028	
CDBG - FH/PLN/Program Oversight Cap Percentage	20%	19%	
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT	14,038,031	19,609,033	10,295,223
<u>HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)</u>			
HM01 CHDO Development Loan Program - Provide development and pre-development loans to City-certified CHDOs developing affordable housing for low income households. (15% minimum)	700,000	885,000	0
HM02 CHDO Operating Assistance - Provide operational support to assist with the development and management of CHDO projects. (5% maximum)	125,000	0	0
HM03 HOME Program Administration - Provide partial Housing department staff HOME funded program administrative costs. (10% maximum)	550,672	688,600	0
HM04 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and closing cost assistance. FY 2018-19: estimated 18 households to be served at an avg of \$75k.	642,129	767,129	0
HM05 Housing Development Loan/For Sale Program - Provide organizations with loans for the development of single-family homes.	3,605,570	2,454,933	0
HM06 Housing Development Loan/Rental Program - Provide landlords with loans for the rehabilitation or construction of multifamily units. (> 4 units)	0	2,091,239	0
Home Ownership Opportunities Sub-Total	5,623,371	6,886,901	0
TOTAL HOME INVESTMENT PARTNERSHIP PROGRAM	5,623,371	6,886,901	0

**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
EMERGENCY SOLUTIONS GRANT (ESG)			
ES01 Emergency Shelter - Provide temporary shelter for homeless persons by paying for operating costs and providing essential services (such as case management, child care, legal services, employment assistance, and medical/behavioral health services) for those in emergency shelter. FY 2018-19: City program estimated 90 clients to be served; contracts = 12,650. Additional resources: General Fund, State and County	1,587,807	570,854	9,211,130
ES02 Street Outreach - Provide case management and referral services to unsheltered homeless in using the local coordinated assessment system and assisting clients in obtaining Federal, State, and local assistance. FY 2018-19: estimated 125 clients to be served. Additional resources: General Fund	69,072	71,585	1,000,000
Essential Services/Operations Sub-Total	1,656,879	642,439	10,211,130
ES03 Homeless Prevention - Provide assistance to persons at-risk of homelessness who meet income limits below 30% of the area median income. Provide short-term (3 months) and medium-term (4 - 24 months) of rental assistance; payment of rental arrears up to 6 months. FY 2018-19: estimated 68 clients to be served. Additional resources: Private Grants	170,000	80,261	534,185
Homeless Prevention Sub-Total	170,000	80,261	534,185
ES04 Rapid Re-Housing - Provide rental assistance, financial assistance and housing relocation and stabilization services to move homeless people quickly to permanent housing. FY 2018-19: estimated 235 clients to be served. Additional resources: Continuum of Care and General Fund	1,065,784	366,654	4,845,605
Rapid Re-Housing Sub-Total	1,065,784	366,654	4,845,605
ES05 HMIS Data Collection - Provide client-level data collection for persons served by the grant, as well as training, generating reports, monitoring and reviewing data quality.	69,000	25,000	0
HMIS Data Collection Sub-Total	69,000	25,000	0
ES06 ESG Administration - Provide monitoring, data collection and evaluation of contracts and other program activities.	155,877	89,520	0
Program Administration Sub-Total	155,877	89,520	0
TOTAL EMERGENCY SOLUTIONS GRANT	3,117,540	1,203,874	15,590,920

**FY 2018-19 CONSOLIDATED PLAN FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

ATTACHMENT A

A	B	C	D
Project Name	FY 2017-18 Amended Budget	FY 2018-19 CM/CDC Recommended Budget	Additional Resources
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)			
HW01 Emergency/Tenant Based Rental Assistance - Provide emergency assistance and long-term rental assistance, with support services, to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2018-19: estimated 680 clients to be served. (Merged with E/TBRA Financial Assist and E/TBRA Housing Services)	3,177,000	3,766,134	0
HW02 Facility Based Housing - Provide housing operation costs, including lease, maintenance, utilities, insurance and furnishings, for facilities, with support services, that provide assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2018-19: estimated 222 clients to be served. (Formerly Housing Facilities Operations and merged with Supportive Services)	753,615	2,040,000	0
HW03 Housing Placement & Other Support Services - Provide supportive services and housing placement assistance to persons with HIV/AIDS and their families who live in Dallas eligible metropolitan area. FY 2018-19: estimated 205 clients to be served. (Supportive Services category redesigned and now split into Facility Based Housing.)	1,238,313	228,625	0
HW04 Housing Facilities Rehab/Repair/Acquisition - Provide rehabilitation/repair or acquisition funds for facilities that provide housing to persons with HIV/AIDS and their families who live in the metropolitan area.	704,345	0	0
HW05 Housing Information Services/Resource Identification - Provide housing navigation services consisting of a housing resource center with direct one-on-one housing referral assistance and online searchable housing database and web resources, as well as HMIS client level data collection for persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2018-19: estimated 175 clients to be served.	151,212	151,212	0
Other Public Services Sub-Total	6,024,485	6,185,971	0
HW06 Program Administration/City of Dallas - Provide administrative oversight, evaluation, technical assistance, and HMIS client-level data collection for grant funds and program activities.	172,980	186,265	0
HW07 Program Administration/Project Sponsors - Provide administrative costs for project sponsors in oversight and evaluation of program activities and HMIS client-level data collection for program activities.	272,880	272,880	0
Program Administration Sub-Total	445,860	459,145	0
TOTAL HOUSING OPPORTUNITIES FOR PERSONS W/ AIDS	6,470,345	6,645,116	0
GRAND TOTAL CONSOLIDATED PLAN BUDGET	29,249,287	34,344,924	25,886,143

Memorandum



CITY OF DALLAS

DATE May 17, 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 **Housing Finance Corporation**

Summary

The Vice-Chair of the Government Performance and Financial Management Committee requested a briefing on the finances and activities of the City of Dallas Housing Finance Corporation (DHFC). Accordingly, since the primary purpose of the DHFC is residential development, staff determined it would be beneficial to brief the Economic Development and Housing Committee as well.

Background

The Texas Housing Finance Corporations Act (Act), Chapter 394 of the Texas Local Government Code, governs the powers and duties of Texas housing finance corporations (HFC). The primary purpose of the Act is to finance the cost of residential ownership and the development of decent, safe, sanitary housing at affordable prices for residents of local governments. Under the Act, all HFC property, income, and bonds are exempt from state and local taxes. HFCs can make contracts and other instruments necessary to exercise its powers under the Act. Additionally, HFCs can purchase, lease, sell mortgage and exchange its property and assets, can borrow and lend money for corporate purposes, may conduct studies and promote residential development, establish rules and regulations for loan applicants including income limits, issue bonds for the cost of residential development and home mortgages, and create subsidiary entities.

The Act preclude HFCs from other state statutes such as competitive bidding, requirements, restrictions applying to public property, and HFCs can accept and transfer a residential development site by sale or lease from a local government without the local government submitting the issue to voters and without regard to any other general or local law. Finally, the Act allows HFCs to contract with and to perform services for other HFCs, execute contracts for residential development with housing authorities, nonprofits or similar entities, the Texas Department of Housing and Community Affairs, and HFCs can designate an area as economically blighted after Council holds a public hearing and makes required findings.

Dallas Housing Finance Corporation History and Background

On April 25, 1984, the City Council approved creation of the DHFC, a public instrumentality and nonprofit corporation, and adopted the Articles of Incorporation. The purpose of the DHFC was to issue revenue bonds on behalf of the City for the purpose

of providing funds to finance multifamily developments and mortgage loans for the purchase of single family homes that serve low to moderate income households. On March 28, 1990, the DHFC bylaws were amended to expand the eligible loan area to citywide for the single-family mortgage program. In February 2007, the DHFC bylaws were amended to allow the DHFC to purchase, lease, hold title to, and take an ownership interest in a residential development subject to City Council approval. To date, the DHFC has an ownership interest in 5 properties. The chart below illustrates the DHFCs role in each of these properties.

Development	Council District	Co-Developer	General Contractor	General Partner	Own Property	Own Improvements	Issue Bonds	Lender
Gurley Place at Jubilee Park (2012)	7				✓	✓		
Providence Mockingbird (2012)	2			✓	✓			✓
Sterlingshire aka Bruton (2016)	7	✓	✓	✓	✓		✓	
Park at Cliff Creek (2016)	8			✓	✓		✓	
Martha's Vineyard (2017)	2			✓	✓		✓	

On March 27, 2013, the DHFC articles of incorporation were amended to state the DHFC was organized for charitable, religious, educational and scientific purpose including for making distributions to 501(c)(3) charitable organizations. Finally, on October 10, 2017, the DHFC Board approved changes to its articles of incorporation and other governing documents to include conflict of interest and contracting requirements; however, staff did not bring forward to Council for consideration.

Issues and Challenges

Recently, there have been several concerns raised regarding the DHFC. In particular, concerns raised with the role of the DHFC as intermediary for the Voucher Sublease Program adopted under the Comprehensive Housing Policy. Moreover, City staff has challenges with providing the DHFC Board with support and the Board has expressed concerns with staff overreaching its authority. To alleviate these concerns and overcome challenges staff recommends amending the DHFCs articles of incorporation and bylaws to provide staff administrative support and oversight, streamline functions, modify Board representation, memorialize Chapter 12A and portions of Chapter 8 of the City Code.

Alternatives

If the proposed amendments do not move forward, then the issues and challenges outlined will persist. Particularly regarding administrative oversight and concerns with overall operations of the DHFC. Additionally, the DHFC will be limited in terms of the

service area for bond issuances for residential developments. In order to fully implement the adopted Comprehensive Housing Policy, the DHFC's service area should be citywide.

Fiscal Impact

There are no costs considerations to the City as the DHFC generates its own revenue from the following sources: **1)** issuer fees, **2)** application fees, **3)** developer fees, **4)** cash flow payments, **5)** partnership fees, and/or **6)** ground lease payments. In Fiscal Year 2017, the DHFC receipted and estimated **\$447,266.36**; this is based on bank statements provided and not actual deposit slips. A summary of the expenditures for the last **12** months is included as **Attachment I**. These expenditures include reimbursements for City staff salaries, reimbursements to Board members for travel and conferences, third party contractor payments, and legal services expenses for DHFC general counsel.

Department/Committee Coordination

HNR staff will work with the CAO, CFO, and the DHFC Board to finalize amendments the DHFCs articles of incorporation and bylaws.

Staff Recommendations and Next Steps

Staff recommends amending the DHFC articles of incorporation and bylaws to include the following:

1. Insert language that City Council in its sole discretion may amend the bylaws of the DHFC if it finds and determines such changes are wise, expedient, necessary or advisable. Currently, the articles of incorporation may be amended by the City Council in its sole discretion
2. Broaden service area to citywide; currently, restricted to CBD, CDBG eligible areas, and southern portion of Dallas for residential developments
3. Include language that City Councilmembers may appoint only one Director to the Board; increase members to 15
4. Incorporate Chapter 12A of the City Code in the articles of incorporation and bylaws; and statement of conflict of interests which is consistent with other Boards and Commissions of the City
5. Incorporate from Chapter 8 of the City Code; Article I sections 8-1.2. and 1.4. Chapter 8 covers Boards and Commissions and includes qualifications for appointment such as no criminal history and residency requirement, etc.
6. Incorporate General Manager which must be the Director of the Housing and Neighborhood Revitalization Department; General Manager may appoint Assistant General Manager and Administrator

7. Staff services for the Board must be provided by the City including the City Attorney's Office (CAO) as general counsel, and the City's Chief Financial Officer (CFO) or designee as Treasurer. The Board must reimburse the pro rata share of City staff salaries and benefits

The proposed amendments to the articles of incorporation and bylaws are in draft form, are still under review and subject to change. At its May 8, 2018 meeting, the DHFC Board approved the Director and Assistant Director of Housing and Neighborhood Revitalization (HNR), and the City's Chief Financial Officer (CFO) as signatories for all DHFC bank accounts; however, any expenditure over **\$10,000** will require Board approval.

The DHFC Board was briefed at its regularly scheduled Board meeting on May 8, 2018. The Board requested time to provide comments to the proposed amendments; therefore, the Board can submit comments until June 1, 2018. Staff will respond to comments and bring forward final recommended amendments to the articles of incorporation and bylaws at the June 12, 2018, DHFC Board meeting. In August 2018, staff will bring forward amendments to Council for consideration and adoption. If approved, the articles of incorporation will be filed with the Texas Secretary of State.



Raquel Favela
Chief of Economic Development & Neighborhood Services

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- | | |
|--|--|
| 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 | M. Elizabeth Reich, Chief Financial Officer |
| Billierae Johnson, City Secretary | Nadia Chandler Hardy, Chief of Community Services |
| Daniel F. Solis, Administrative Judge | Theresa O'Donnell, Chief of Resilience |
| Kimberly Bizer Tolbert, Chief of Staff to the City Manager | Directors and Assistant Directors |
| Majed A. Al-Ghafry, Assistant City Manager | |

Attachment I

LINE ITEM	AMOUNT
Travel Reimbursement & Conference Registration for Board Members (7 Board Members)	\$15,333.15
Travel Reimbursement & Conference Registration for City Staff	\$4,492.84
Reimbursement for City Staff Salaries (8% Interim Director, 3% AD, 0.5% Fin Mgr, 0.5% Comm Coord, 0.5% Ag Coord, 0.5% Secretary; 100%DHFC Coord 5pps+1 Interim); salaries reflect 7+part Pay Periods and no salary for Acct {Note: this includes the amount of the Term Pay}**	\$203,081.75
Reimbursement for City Staff Mileage	\$242.96
3rd Party Consultant (Includes Mileage)* 2016 invoices paid in 2017	\$14,523.63
3rd Party Consultant (Includes Mileage)*	\$24,386.41
Legal Services	\$46,194.11
Audits	\$5,500.00
Membership Fees & Dues (NALHFA, TALHFA, & Apartment Association of Greater Dallas)	\$9,478.25
Nonprofit Donations	\$318,000.00
Food for Board Meetings	\$2,843.57
Marketing & Advertisement	\$2,658.15
Insurance	\$15,948.30
Partnership Expenses	\$12,826.00
Other DHFC Expenses (Interpretation, Bank Statements, etc.)	\$325.00
***Total	\$675,834.12

*\$30,000 contract with Board member for social services compliance monitoring and to serve as Board liaison with property managers

**Includes estimated accrual for July thru December 2017; dollars have not been reimbursed to the City

***These are preliminary estimates and numbers are unaudited

Housing Finance Corporation

Government Performance and Financial Management Committee May 21, 2018

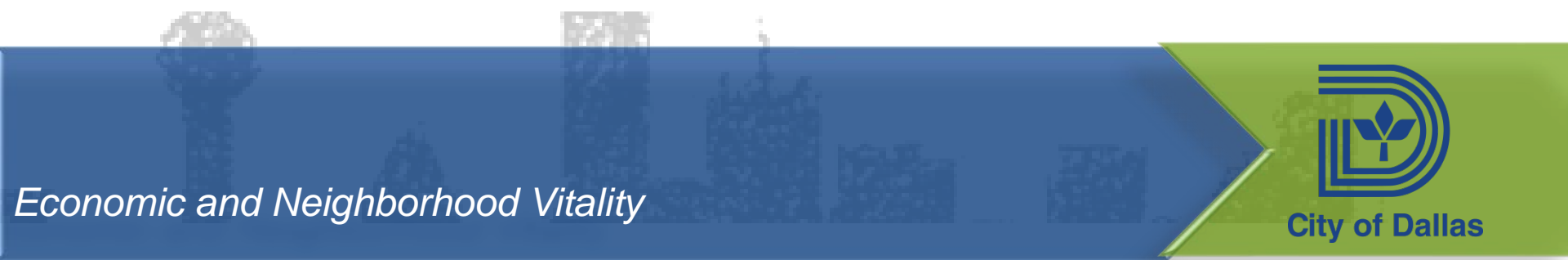
**Raquel Favela, Chief of Economic
Development & Neighborhood Services**

**Avis F. Chaisson, Assistant Director
Housing & Neighborhood Revitalization
City of Dallas**



Presentation Overview

- Powers and Duties of Texas HFCs
- History and Background of DHFC
- DHFC Developments
- DHFC Revenue & Expenditures
- Proposed Amendments to the DHFC Articles of Incorporation and Bylaws
- Next Steps



Powers and Duties of Texas HFCs

- Authorized under Chapter **394** of the **LGC** which the primary purpose is to finance the cost of residential ownership and the development of decent, safe, sanitary housing at affordable prices for residents of local governments
- Make contracts and other instruments necessary to exercise powers
- Can purchase, lease, sell mortgage and exchange its property and assets
- Can borrow and lend money for corporate purposes
- May conduct studies and promote residential development

3



Powers and Duties of Texas HFCs – cont'd

- Establish rules and regulations for loan applicants including income limits
- Operate a public instrumentality on behalf of the City, not a division of the City
- Issue bonds for the cost of residential development and home mortgages
- Create subsidiary entities
 - DHFC Jubilee Seniors, LLC
 - DHFC Providence at Mockingbird, LLC (Alden Torch)
 - Bruton Apartments GP, LLC (NRP Group, LLC)
 - PCC280, LLC (Cesar Chavez Foundation)
 - Unicom Crest Development GP, LLC (Deaf Action Center)

4



Other Exemptions and Eligible Activities of Texas HFCs

- Not subject to competitive bidding statutes
- All of its property, income and bonds are exempt from state and local taxes
- Can accept transfer of a residential development site by sale or lease from a local government without local government submitting the issue to voters and without regard to any other general or local law
- Exempt from requirements and restrictions applying to public property
- Can contract to perform services for other HFCs
- Can contract for residential development with housing authorities, nonprofits or similar entities
- Can contract with Texas Department of Housing and Community Affairs
- Can designate an area as economically blighted after Council holds a public hearing and makes required findings

5



History and Background of DHFC

- **April 25, 1984:** City Council approved creation of the City of Dallas Housing Finance Corporation, a public instrumentality and nonprofit corporation, and adopted the Articles of Incorporation
- **Purpose:** To issue revenue bonds on behalf of the City for the purpose of providing funds to finance multifamily developments and mortgage loans for the purchase of single family homes that serve low to moderate income households
- **March 28, 1990:** Amended bylaws expanded the eligible loan area to make single family mortgage program citywide



History and Background of DHFC – cont'd

- **February 28, 2007:** Bylaws were amended to allow the Corporation to purchase, lease, hold title to, and take an ownership interest in a residential development
- **March 27, 2013:** Articles were amended to state the DHFC was organized for charitable, religious, educational and scientific purpose including for making distributions to 501 (c) (3) charitable organizations
- **October 10, 2017:** Board approved changes to bylaws and other governing documents to include conflict of interest and contracting requirements; staff did not bring forward to Council for consideration

DHFC Developments

- Since **2002**, the DHFC has issued bond obligations to partially fund **14** projects for families totaling **\$183.3M** in conjunction with **4%** housing tax credits allocated by the Texas Department of Housing Community Affairs
- Since **2007**, the DHFC has taken a ownership interest in **5** properties

Development	Council District	Co-Developer	General Contractor	General Partner	Own Property	Own Improvements	Issue Bonds	Lender
Gurley Place at Jubilee Park (2012)	7				✓	✓		
Providence Mockingbird (2012)	2			✓	✓			✓
Sterlingshire aka Bruton (2016)	7	✓	✓	✓	✓		✓	
Park at Cliff Creek (2016)	8			✓	✓		✓	
Martha's Vineyard (2017)	2			✓	✓		✓	



DHFC Developments

Providence Mockingbird
Apartment Homes
251 Units
CD 2



Jubilee at
Gurley Place
24 Units
CD 7



Park At Cliff Creek
280 Units
CD 8



Sterlingshire Village
264 Units
CD 7



Martha's Vineyard
100 Units
CD 2

DHFC Revenue

- The DHFC receives revenue from the following sources:
 - ✓ Issuer Fees
 - ✓ Application Fees
 - ✓ Developer Fees
 - ✓ Cash Flow Payments
 - ✓ Partnership Fees
 - ✓ Ground Lease Payments
- For **FY 17**, the DHFC booked **\$447,266.36** in Revenue; the amount is based on bank statements and not actual deposit slips

DHFC Expenditures for Last 12 Months

LINE ITEM	AMOUNT
Travel Reimbursement & Conference Registration for Board Members (7 Board Members)	\$15,333.15
Travel Reimbursement & Conference Registration for City Staff	\$4,492.84
Reimbursement for City Staff Salaries (8% Interim Director, 3% AD, 0.5% Fin Mgr, 0.5% Comm Coord, 0.5% Ag Coord, 0.5% Secretary; 100% DHFC Coord 5pps+1 Interim); salaries reflect 7+part Pay Periods and no salary for Acct {Note: this includes the amount of the Term Pay}**	\$203,081.75
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***Total	\$675,834.12

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***These are preliminary estimates and numbers are unaudited

Purpose of Proposed Amendments to the DHFC Articles of Incorporation and Bylaws

- The proposed amendments are in **DRAFT** form, are still under review and subject to change
- Housekeeping items to reflect transition from Office of Economic Development to Housing and Neighborhood Revitalization Department as Board liaison
- Provide Board with Administrative Support and Oversight
- Streamline Functions
- Modify Board Representation
- Memorialize Chapter 12A of the City Code and portions of Chapter 8 of the City Code

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Proposed Amendments to the DHFC Articles of Incorporation and Bylaws

- Insert language that City Council in its sole discretion may amend the bylaws of the DHFC if it finds and determines such changes are wise, expedient, necessary or advisable. Currently, the articles of incorporation may be amended by the City Council in its sole discretion
- Broaden service area to citywide; currently, restricted to CBD, CDBG eligible areas, and southern portion of Dallas for residential developments
- Include language that City Councilmembers may appoint only **one** Director to the Board; increase members to **15**
- Incorporate **Chapter 12A** (Code of Ethics) of the City Code in the articles of incorporation and bylaws; and statement of conflict of interest making DHFC consistent with other Boards and Commissions

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Proposed Amendments to the DHFC Articles of Incorporation and Bylaws – cont'd

- Incorporate from **Chapter 8** (Boards and Commissions) of the City Code; Article I sections **8-1.2.** and **1.4.**
- Board Appointee must adhere to the following:
 - ✓ Accept appointment by signature within **15** calendar days and acknowledge read the code of ethics and agree to comply; must submit to City Secretary
 - ✓ Resident of the City for at least **6** months prior to date of appointment
 - ✓ Must be a qualified voter in the City at the time of appointment
 - ✓ Cannot have a conviction that is considered to be serious by the City Council
 - ✓ Cannot individually, be an employee, or business associate of an adversary party or representative in any pending litigation against the City
 - ✓ Cannot be in arrears on any City taxes or other obligation owed the City
 - ✓ Creditable record of attendance
 - ✓ May only serve on 1 Board; except TIF Boards

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Proposed Amendments to the DHFC Articles of Incorporation and Bylaws – cont'd

- Incorporate General Manager which must be the Director of the Housing and Neighborhood Revitalization Department; General Manager may appoint Assistant General Manager and Administrator
- Staff services for the Board must be provided by the City including the City Attorney's Office as general counsel, and the City's Chief Financial Officer or designee as Treasurer. The Board must reimburse the City for staff salaries and benefits
- Authorize, Director and Assistant Director of Housing and Neighborhood Revitalization, and Chief Financial Officer or designee to be signatories for all DHFC bank accounts

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Recommended Next Steps

Action	Date
Presentation to the Economic Development & Housing Committee	May 21, 2018
Presentation to the Government Performance & Financial Management Committee	May 21, 2018
DHFC Board Comments Due	June 1, 2018
Proposed DHFC Board Adoption of Amendments to Articles of Incorporation and Bylaws	June 12, 2018
Adoption of Amendments of Articles of Incorporation and Bylaws to Council for Consideration	August, 2018

Housing Finance Corporation

Government Performance and Financial Management Committee May 21, 2018

**Raquel Favela, Chief of Economic
Development & Neighborhood Services**

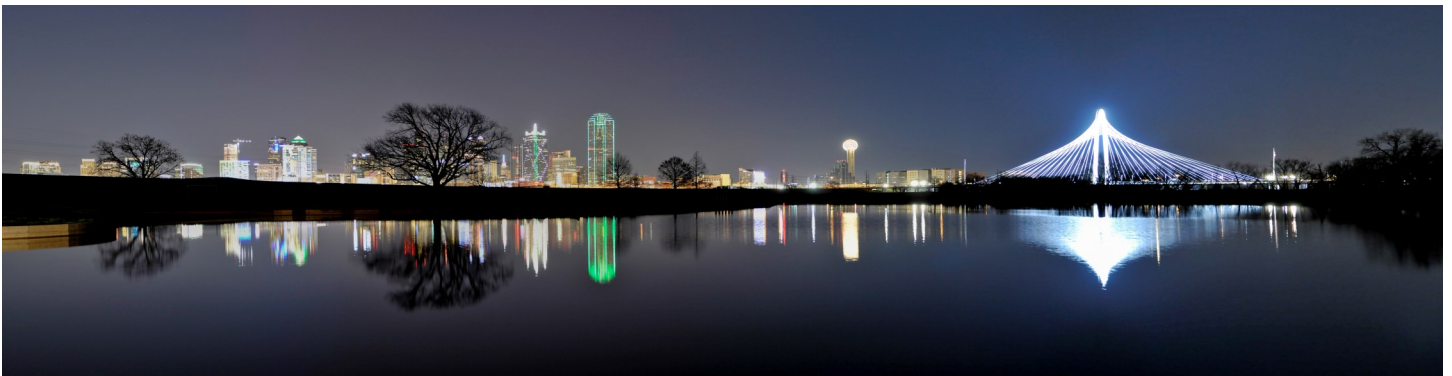
**Avis F. Chaisson, Assistant Director
Housing & Neighborhood Revitalization
City of Dallas**





Fiscal Year 2016-17 Budget versus Actual End of Year Report

Information as of September 30, 2017



GENERAL FUND

As of September 30, 2017
(000s)

	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
Revenues	\$1,229,339	\$1,239,518	\$1,241,013	\$1,496
Expenditures	1,229,339	1,239,518	1,224,887	(14,630)
Net Excess of Revenues Over Expenditure/Transfers	<u>\$0</u>	<u>\$0</u>	<u>\$16,126</u>	<u>\$16,126</u>

SUMMARY

This report provides a summary of audited financial activity for Fiscal Year 2016-17. The Amended Budget reflects City Council approved transfers between funds and programs and approved use of contingency. Through September 30, 2017, General Fund revenues exceeded budget by \$1,496 while General Fund expenditures were less than budget by \$14,630, resulting in a net excess of revenues over expenditures of \$16,126.

Amendments. The General Fund budget was amended based on Council's approved use of contingency reserve funds, approved transfer of appropriations from one department to another in accordance with Chapter XI, Section 4, of Dallas City Charter, and approved appropriation of excess revenues in accordance with Chapter XI, Section 5, of the Dallas City Charter, as follows:

- Increased by \$490 on December 14, 2016 by CR#16-1987 due to excess revenue for Fair Housing Office for a Regional Assessment of Fair Housing.
- Increased by \$500 on February 22, 2017 by CR# 17-0438 due to use of contingency reserve by the City Attorney's Office for legal fees and services related to the Dallas Police and Fire Pension System.
- Increased by \$759 on March 22, 2017 by CR #17-0483 due to use of contingency reserve by the City Controller's Office for actuarial services related to the Dallas Police and Fire Pension System.
- Increased by \$330 on May 24, 2017 by CR# 17-0889 -1628 due to use of contingency reserve for the May 6, 2017 General Election runoff held on June 10, 2017.
- Increased by \$8,100 on June 14, 2017 by CR #17-0954 for street improvements due to excess Emergency Ambulance revenue; and the net of a \$4,000 decrease in non-departmental department appropriations, \$1,000 decrease in Police department appropriations, and \$13,100 increase in Mobility and Street Services department appropriations.
- Mid-year appropriation ordinance adjustments made on August 11, 2017 by Ordinance No. 30594 consisting of a \$2,100 decrease in non-departmental, \$1,250 increase in Elections, \$50 increase in Mayor and City Council, \$120 increase in Housing, and \$680 increase in Liability Reserve Fund.

GENERAL FUND REVENUES

As of September 30, 2017
(000s)

	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
TAXES				
Ad Valorem Tax	\$610,219	\$610,219	\$610,958	\$739
Sales Tax ¹	292,189	292,189	293,611	1,422
TOTAL TAXES	902,408	902,408	904,569	2,161
FRANCHISE REVENUES				
Oncor Electric	51,078	51,078	52,121	1,043
AT&T	9,594	9,594	9,767	173
Atmos Energy ²	17,157	17,157	15,061	(2,096)
Time Warner Cable	6,210	6,210	6,379	169
Other	29,737	29,737	29,454	(282)
TOTAL FRANCHISE REVENUES	113,775	113,775	112,781	(993)
LICENSES AND PERMITS³	4,891	4,891	5,474	583
INTEREST EARNED⁴	1,316	1,316	3,149	1,833
INTERGOVERNMENTAL⁵	8,501	8,501	9,196	696
FINES AND FORFEITURES				
Municipal Court	18,701	18,701	18,115	(587)
Vehicle Towing and Storage	7,146	7,146	7,442	297
Parking Fines ⁶	5,022	5,022	4,604	(418)
Red Light Camera Fines ⁷	7,460	7,460	5,576	(1,884)
Public Library ⁸	431	431	179	(252)
TOTAL FINES	38,760	38,760	35,916	(2,843)
CHARGES FOR SERVICE				
Parks ⁹	10,522	10,522	11,293	771
Emergency Ambulance ¹⁰	32,091	40,191	48,792	8,601
Security Alarm ¹¹	4,380	4,380	3,733	(647)
Street Lighting	648	648	634	(14)
Vital Statistics ¹²	1,600	1,600	1,845	245
Other ¹³	28,311	28,311	24,502	(3,809)
TOTAL CHARGES	77,552	85,652	90,799	5,147
INTERFUND REVENUE¹⁴	74,523	76,601	70,672	(5,929)
MISCELLANEOUS¹⁵	7,616	7,616	8,457	841
TOTAL REVENUES	\$1,229,339	\$1,239,518	\$1,241,013	\$1,496

GENERAL FUND EXPENDITURES

As of September 30, 2017
(000s)

DEPARTMENT	ADOPTED BUDGET	AMENDED BUDGET	ACTUAL	OVER/(UNDER) BUDGET
Building Services	\$25,312	\$25,312	\$25,279	(\$32)
Business Development and Procurement Services	\$3,041	\$3,041	\$3,036	(\$4)
City Attorney's Office	\$16,160	\$16,660	\$16,303	(\$357)
City Auditor's Office ¹⁶	\$3,194	\$3,194	\$2,864	(\$330)
City Controller's Office ¹⁷	\$4,682	\$5,441	\$5,039	(\$402)
City Manager's Office	\$1,966	\$2,468	\$2,455	(\$13)
City Secretary's Office	\$2,029	\$2,029	\$1,983	(\$46)
Civil Service	\$2,887	\$2,887	\$2,847	(\$41)
Code Compliance ¹⁸	\$42,386	\$42,386	\$40,951	(\$1,434)
Court Services	\$11,976	\$11,976	\$11,974	(\$2)
Elections ¹⁹	\$1,401	\$2,980	\$1,914	(\$1,066)
Fire	\$254,603	\$254,603	\$254,040	(\$562)
Housing	\$14,403	\$14,523	\$14,377	(\$147)
Human Resources ²⁰	\$5,220	\$5,220	\$4,577	(\$643)
Independent Audit	\$865	\$865	\$865	\$0
Jail Contract - Lew Sterret	\$7,813	\$7,813	\$7,813	(\$0)
Judiciary	\$3,296	\$3,296	\$3,295	(\$1)
Library	\$29,984	\$29,984	\$29,283	(\$701)
Management Services ²¹	\$10,235	\$10,725	\$10,058	(\$667)
Mayor and Council	\$4,465	\$4,515	\$4,494	(\$22)
Mobility and Street Services	\$84,577	\$97,677	\$97,615	(\$62)
Mobility and Street Services - Street Lighting	\$16,956	\$16,956	\$16,694	(\$262)
Non-Departmental	\$70,412	\$64,312	\$63,513	(\$800)
Office of Cultural Affairs	\$19,605	\$19,605	\$19,603	(\$2)
Office of Economic Development	\$2,575	\$2,575	\$2,538	(\$37)
Office of Financial Services	\$2,957	\$2,957	\$2,832	(\$124)
Park and Recreation	\$94,673	\$94,730	\$94,643	(\$87)
Planning and Urban Design ²²	\$3,029	\$3,029	\$2,806	(\$223)
Police ²³	\$478,004	\$477,004	\$472,461	(\$4,542)
Sustainable Dev/Construction ²⁴	\$1,386	\$1,386	\$1,259	(\$126)
Trinity Watershed Management ²⁵	\$1,318	\$1,318	\$863	(\$455)
RESERVES AND TRANSFERS				
Contingency Reserve	\$1,650	\$1,650	\$1,650	\$0
Liability/Claims Fund	\$4,283	\$4,963	\$4,963	\$0
Salary and Benefit Reserve ²⁶	\$2,000	\$1,441	\$0	(\$1,441)
TOTAL EXPENDITURES	\$1,229,339	\$1,239,518	\$1,224,887	(\$14,630)

PROPRIETARY FUNDS

As of September 30, 2017
(000s)

<u>DEPARTMENT</u>	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
AVIATION				
TOTAL REVENUES	98,174	107,872	106,372	(1,499)
TOTAL EXPENDITURES	<u>99,188</u>	<u>108,886</u>	<u>108,790</u>	<u>(96)</u>
Net Excess of Revenues Over Expenditures	<u>(\$1,014)</u>	<u>(\$1,014)</u>	<u>(\$2,418)</u>	<u>(\$1,403)</u>
CONVENTION CENTER				
TOTAL REVENUES	96,403	97,478	98,469	990
TOTAL EXPENDITURES	<u>96,403</u>	<u>97,478</u>	<u>97,210</u>	<u>(269)</u>
Net Excess of Revenues Over Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$1,259</u>	<u>\$1,259</u>
SUSTAINABLE DEVELOPMENT & CONSTRUCTION²⁷				
TOTAL REVENUES	30,103	30,103	34,619	4,516
TOTAL EXPENDITURES	<u>36,090</u>	<u>36,090</u>	<u>32,808</u>	<u>(3,282)</u>
Net Excess of Revenues Over Expenditures	<u>(\$5,987)</u>	<u>(\$5,987)</u>	<u>\$1,810</u>	<u>\$7,797</u>
MUNICIPAL RADIO²⁸				
TOTAL REVENUES	2,055	2,055	1,747	(308)
TOTAL EXPENDITURES	<u>2,032</u>	<u>2,032</u>	<u>1,801</u>	<u>(232)</u>
Net Excess of Revenues Over Expenditures	<u>\$23</u>	<u>\$23</u>	<u>(\$54)</u>	<u>(\$76)</u>
WATER UTILITIES²⁹				
TOTAL REVENUES	657,465	657,465	659,835	2,370
TOTAL EXPENDITURES	<u>657,465</u>	<u>657,465</u>	<u>607,035</u>	<u>(50,429)</u>
Net Excess of Revenues Over Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$52,799</u>	<u>\$52,799</u>

PROPRIETARY FUNDS

As of September 30, 2017
(000s)

<u>DEPARTMENT</u>	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
COMMUNICATION & INFORMATION SERVICES				
TOTAL REVENUES	72,825	72,825	71,901	(924)
TOTAL EXPENDITURES	<u>74,838</u>	<u>74,838</u>	<u>73,093</u>	<u>(1,745)</u>
Net Excess of Revenues Over Expenditures	<u>(\$2,013)</u>	<u>(\$2,013)</u>	<u>(\$1,192)</u>	<u>\$821</u>
EQUIPMENT SERVICES				
TOTAL REVENUES	50,837	52,387	54,483	2,096
TOTAL EXPENDITURES	<u>50,837</u>	<u>52,387</u>	<u>51,275</u>	<u>(1,112)</u>
Net Excess of Revenues Over Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$3,208</u>	<u>\$3,208</u>
EXPRESS BUSINESS CENTER				
TOTAL REVENUES	3,981	3,981	4,018	37
TOTAL EXPENDITURES	<u>3,780</u>	<u>3,780</u>	<u>3,729</u>	<u>(51)</u>
Net Excess of Revenues Over Expenditures	<u>\$201</u>	<u>\$201</u>	<u>\$290</u>	<u>\$88</u>
SANITATION SERVICES³⁰				
TOTAL REVENUES	95,946	100,541	107,046	6,505
TOTAL EXPENDITURES	<u>95,946</u>	<u>100,541</u>	<u>100,448</u>	<u>(93)</u>
Net Excess of Revenues Over Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$6,598</u>	<u>\$6,598</u>

OTHER FUNDS

As of September 30, 2017
(000s)

<u>DEPARTMENT</u>	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
EMPLOYEE BENEFITS³¹	\$998	\$998	\$889	(\$109)
WELLNESS ADMIN³²	\$349	\$349	\$177	(\$173)
RISK MANAGEMENT	\$2,630	\$2,710	\$2,651	(\$59)
9-1-1 SYSTEM OPERATIONS³³				
TOTAL REVENUES	12,873	12,873	12,582	(292)
TOTAL EXPENDITURES	<u>16,389</u>	<u>16,389</u>	<u>10,044</u>	<u>(6,344)</u>
Net Excess of Revenues Over Expenditures	<u>(\$3,515)</u>	<u>(\$3,515)</u>	<u>\$2,537</u>	<u>\$6,053</u>
STORM WATER DRAINAGE MANAGEMENT				
TOTAL REVENUES	50,937	50,937	47,304	(3,633)
TOTAL EXPENDITURES	<u>53,008</u>	<u>54,658</u>	<u>48,214</u>	<u>(6,443)</u>
Net Excess of Revenues Over Expenditures	<u>(\$2,071)</u>	<u>(\$3,721)</u>	<u>(911)</u>	<u>\$2,810</u>

DEBT SERVICE FUND

As of September 30, 2017
(000s)

<u>DEPARTMENT</u>	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>ACTUAL</u>	<u>OVER/(UNDER) BUDGET</u>
DEBT SERVICE FUND³⁴				
BEGINNING FUND BALANCE	\$10,777	\$10,777	\$12,613	\$1,836
REVENUES:				
Ad Valorem	242,487	242,487	242,775	287
Interest/Transfers/Other	<u>19,799</u>	<u>19,799</u>	<u>9,757</u>	<u>(10,043)</u>
TOTAL REVENUES	262,287	262,287	252,531	(9,755)
Changes in Encumbrances and other Balance Sheet Accounts			-	
TOTAL EXPENDITURES	<u>261,865</u>	<u>261,865</u>	<u>261,289</u>	<u>(576)</u>
ENDING FUND BALANCE	<u>\$11,198</u>	<u>\$11,198</u>	<u>\$3,855</u>	<u>(\$7,343)</u>

VARIANCE NOTES

(Dollars in 000s)

1. Sales tax revenues are \$1,422 (0.5 percent) better than the FY 2016-17 budget and \$9,693 (3.4 percent) better than the prior fiscal year due to the strength of the local economy.
2. Atmos Energy revenues are \$2,096 under budget primarily due to approximately \$2,000 in revenues related to an amended gas franchise agreement that were anticipated in FY 2016-17 but accrued back to FY 2015-16 at the request of the City's independent auditor.
3. License and Permits revenues are \$583 over budget primarily due to an increase in fire prevention permits.
4. Interest earned revenues are \$1,833 over budget due to an increase in the market interest rate.
5. Intergovernmental revenues are \$696 over budget due to higher than expected payments from the City of Irving, City of Euless, and City of Grapevine as part of the D/FW Airport revenue sharing agreement and reimbursements received from surrounding entities for the FY 2016-17 Regional Assessment of Fair Housing.
6. Parking Fines are \$418 below budget due in part to improved payment compliance resulting in fewer meter related ticket issuance, and increased construction in the downtown area reducing available on-street parking, a greater focus on neighborhood parking problems addressed by the responses to service requests, and a higher than anticipated Parking Enforcement Officer vacancy rate.
7. Red Light Camera revenues are \$1,884 below budget due to construction lag time resulting from changing red light camera vendors. The revenue loss is offset by \$2.1m in reduced expenses related to not paying for camera activity during construction.
8. Public Library revenues are \$252 below budget due to implementation of automatic renewal on materials that have been checked out at library locations and an increase in the usage of e-materials. Fines and late fees are not collected on e-materials as they are electronically recalled on the due date.
9. Park revenues are \$771 over budget primarily due to greater than budgeted special events, building usage fees, parking, and concessions revenue generated at Fair Park (\$288) and charges for room rentals, swimming lessons, and athletic field rentals (\$479).
10. Emergency Ambulance revenue are \$8,601 greater than budget due to an increase in the reimbursement from the State of Texas Ambulance Supplemental Payment Program.
11. Security Alarm revenues are \$647 below budget due to a decrease in the number of permits issued compared to last fiscal year.
12. Vital Statistics revenues are \$245 over budget due to an increase in the issuance of birth and death certificates.
13. Other Charges for Service revenue is \$3,809 below budget primarily due to the reduction of fire watch fees, contract delays for the Mobile Community Health Program, a change in the interlocal

VARIANCE NOTES

(Dollars in 000s)

agreement with Parkland Health System for Biotel services whereby government entities that would formerly reimburse the City for Biotel services now contract directly with Parkland, and lower than budgeted multitenant registration and reinspection fees.

14. Interfund revenues are \$5,929 below budget primarily due to deferred transfers from internal City funds.

15. Miscellaneous Revenues are \$841 over budget primarily due to greater than budgeted auto auction sales and vendor rebates received by Business Development and Procurement Services.

16. City Auditor's Office expenditures are \$330 below budget due to salary savings.

17. City Controller's Office is \$402 below budget primarily due to lower than anticipated actuarial contract expenses related to the Dallas Police and Fire Pension System.

18. Code Compliance expenditures are \$1,434 below budget primarily due to salary savings.

19. Elections expenditures are \$1,066 below budget due to savings associated with the November 2017 Bond Election contract. The Elections budget was increased on August 23, 2017 by Ordinance #30594 in the amount of \$1,250 to reflect estimated costs of the proposed Bond Election known at that time. The actual cost of the Bond Election was much lower resulting in savings.

20. Human Resources is \$643 below budget due to hiring delays for five positions (three Sr. Human Resources Assistant positions, one investigator position, and an Assistant Director position) and lower than budgeted training, professional development, and tuition reimbursement expenses.

21. Management Services is \$667 below budget primarily due to a Resiliency Office reimbursement being budgeted as revenue but booked as a reimbursement (\$224), lower than budgeted contractual service expenditures in the Office of Environmental Quality (\$196), and salary savings in EMS Compliance (\$186).

22. Planning and Urban Design expenditures are \$223 below budget primarily due to holding three full-time positions (one Assistant Director II and two Planner positions) vacant that were transferred out in FY 2017-18 to the newly created Management Services' Office of Welcoming Communities and Immigrant Affairs and the Department of Transportation.

23. Police expenditures are \$4,542 below budget primarily due to hiring less sworn officers than planned and more attrition than anticipated. The net loss of officers in FY 2017-18 was 268.

24. Sustainable Development and Construction is \$126 below budget primarily due to greater than budgeted reimbursements related to sales of surplus abandonment and surplus developable real property.

25. Trinity Watershed Management is \$455 below budget due to salary savings associated with hard to

VARIANCE NOTES

(Dollars in 000s)

fill positions, lower than budgeted use of professional services, and savings generated by conducting event advertising by in-house staff instead of a third party.

26. Salary and Benefit Reserve funds were allocated to the City Manager's Office (\$502) and Park and Recreation (\$57) to offset vacation/sick termination payments.

27. Sustainable Development and Construction Service revenues are \$4,516 over budget due to greater than anticipated volume of plan reviews for home remodels, private developments, and express plan service. Sustainable Development and Construction expenses are \$3,282 below budget primarily as a result of a \$1,680 engineering plan review technology enhancement being delayed to Fiscal Year 2017-18 and salary savings associated with vacant positions.

28. Municipal Radio revenues are \$308 below budget primarily due to lower than projected local radio advertisement sales. Municipal Radio expenditures are \$232 below budget primarily due to savings in budgeted sales commissions.

29. Water Utilities expenditures are \$50,429 below budget primarily due to reducing \$24,100 in Fiscal Year 2016-17 escrow payment expenses and recording \$23,200 in prior year escrow payment expenses as revenues per the Sabine River Authority rate settlement agreement and savings in electricity, street rental, maintenance, and personnel expenses as well as reductions in capital construction transfers.

30. Sanitation Services revenues are \$6,505 over budget due to increased landfill collection fees and residential collection.

31. Employee Benefits administrative expenses are \$109 below budget primarily as a result of lower than budgeted outside legal consulting fees for benefits related issues.

32. Wellness administrative expenses are \$173 below budget as a result of salary savings due to vacancies.

33. 9-1-1 System Operations expenses are \$6,344 below budget primarily due to a reduction in the 911 reimbursement to the Fire and Police department.

34. Debt Service Fund revenues are \$9,755 below budget primarily due to reclassifying \$11,283 in pension obligation bond transfers in from enterprise fund departments to a reduction of liability for pension obligation bond principal and interest.

Memorandum



CITY OF DALLAS

DATE May 17, 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 **March 31, 2018 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 March 31, 2018, 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.

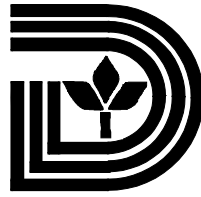
A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billierae Johnson, City Secretary
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, P.E., 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

March 31, 2018

QUARTERLY INVESTMENT REPORT

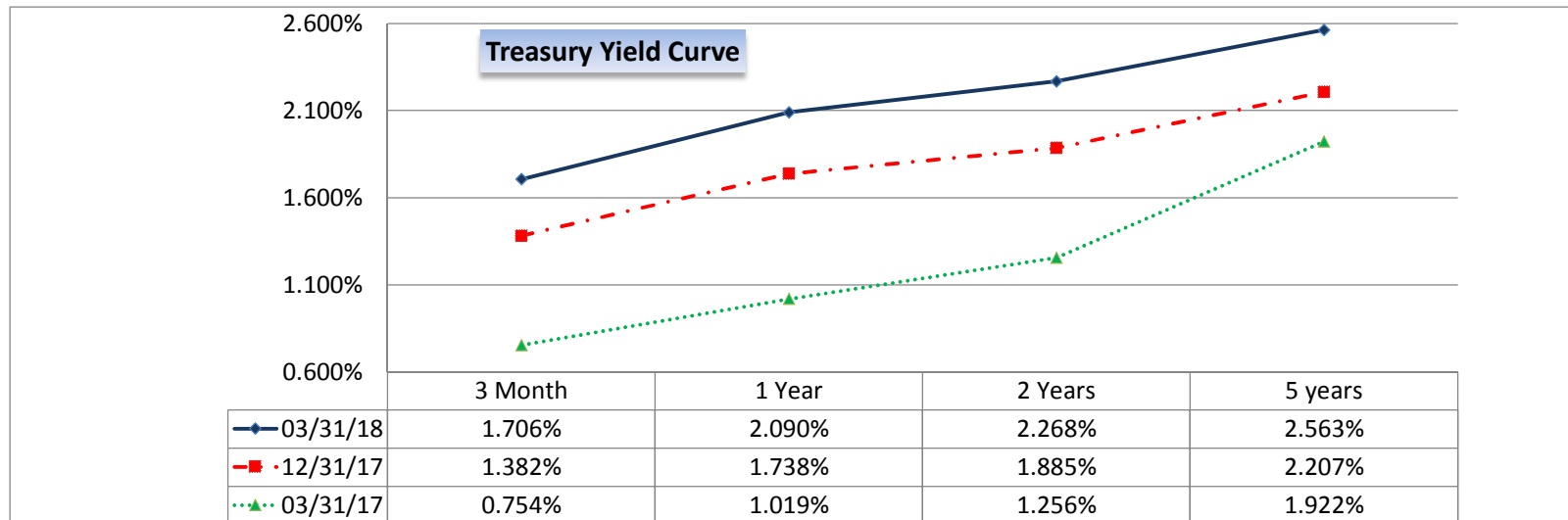
Quarterly National Economic and Market Update
 Quarter Ended March 31, 2018

- Labor market continued to strengthen and economic activity rose at a moderate rate
- Job gains were strong and the unemployment rate stayed low
- Household spending growth rate had moderated
- The Federal Open Market Committee (FOMC) raised the top of the target range for the federal funds rate from 1.25% - 1.50% to 1.50% - 1.75%.

Source: FOMC March 21, 2018 Statement

National Economic Data	3/31/2017	3/31/2018
Fed Funds Effective Rate Target Range	0.75% - 1.00%	1.50% - 1.75%
2 Years Treasury Note Yield	1.256%	2.268%
10 Years Treasury Note Yield	2.388%	2.740%
Monthly Unemployment Rate	4.5%	4.1%
Weekly Initial Jobless Claims	235,000	242,000
Monthly Change in Nonfarm Payrolls	79,000	103,000
Monthly New Housing Starts	1,203,000	1,319,000

Source: Bloomberg



Source: Bloomberg

City of Dallas
Portfolio Holdings
Combined Investment Summary
As of 3/31/2018

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	2,186,915,000	2,186,908,897	2,176,799,129	6,017,000	2,182,816,129	(10,109,769)	1.52%
02 Convention Center Reserve	23,000,000	23,000,000	22,568,556	85,650	22,654,206	(431,444)	1.34%
03 Water Reserve	90,000,000	89,996,425	88,760,075	222,508	88,982,583	(1,236,350)	1.30%
04 Arts Endowment	2,235,000	2,235,000	2,187,410	3,278	2,190,688	(47,590)	1.32%
05 Ida Green Library Fund	1,000,000	1,000,000	988,977	3,958	992,935	(11,023)	1.25%
10 DWU Commercial Paper Program	13,960	13,960	13,960	-	13,960	-	1.58%
11 GO Commercial Paper Program	3,500,000	3,500,000	3,500,000	-	3,500,000	-	1.61%

*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: 12/31/2017 - 3/31/2018

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	1.35%	214,000,000	-	558,770,000	1.57%
Federal Farm Credit Bank	229,275,000	1.25%	35,000,000	20,000,000	244,275,000	1.37%
Federal Home Loan Bank	411,850,000	1.38%	135,000,000	15,000,000	531,850,000	1.53%
Federal Home Loan Mortgage Corp.	241,000,000	1.45%	-	-	241,000,000	1.45%
Federal National Mortgage Assoc.	95,000,000	1.19%	-	-	95,000,000	1.19%
Total Portfolio	1,321,895,000	1.35%	384,000,000	35,000,000	1,670,895,000	1.53%

*Trade activity excludes bank investment holding account, local government investment pools and money market mutual funds.

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.	20,000,000	1.52%	-	-	20,000,000	1.52%
Federal Farm Credit Bank	10,000,000	1.31%	-	-	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	90,000,000	1.30%	-	-	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	1.20%	-	0	13,960	1.58%
Total Portfolio	13,960	1.20%	-	0	13,960	1.58%

GO Commercial Paper Program						
Money Market	3,500,000	1.23%	-	-	3,500,000	1.61%
Total Portfolio	3,500,000	1.23%	-	-	3,500,000	1.61%

City of Dallas
 Summary Statement by Portfolio
 As of: 12/31/2017 - 3/31/2018

Portfolio Description	Beginning Face Amount	Ending Face Amount	Beginning Book Value	Ending Book Value	Beginning Market Value	Ending Market Value	Net Deposits/ (Redemptions)	Change in Market Value	Accrued Interest	Ending Weighted Average Yield To Maturity
City's Investment Pool¹										
*Public Funds Interest Checking (PFIC) Account	-	100,000,000	-	100,000,000	-	100,000,000	100,000,000	-	-	0.90%
Local Govt. Investment Pool	398,020,000	361,020,000	398,020,000	361,020,000	398,020,000	361,020,000	(37,000,000)	-	-	1.85%
Money Market	200,000,000	55,000,000	200,000,000	55,000,000	200,000,000	55,000,000	(145,000,000)	-	-	1.57%
US Agency	1,321,895,000	1,670,895,000	1,321,953,287	1,670,888,897	1,315,188,177	1,660,779,129	349,000,000	(3,368,750)	6,017,000	1.49%
**Total Portfolio	1,919,915,000	2,186,915,000	1,919,973,287	2,186,908,897	1,913,208,177	2,176,799,129	267,000,000	(3,368,750)	6,017,000	1.52%
Convention Center Reserve²										
US Agency	23,000,000	23,000,000	23,000,000	23,000,000	22,454,082	22,568,556	-	114,474	85,650	1.34%
Total Portfolio	23,000,000	23,000,000	23,000,000	23,000,000	22,454,082	22,568,556	-	114,474	85,650	1.34%
Water Reserve²										
US Agency	90,000,000	90,000,000	89,995,056	89,996,425	88,810,185	88,760,075	-	(50,110)	222,508	1.30%
Total Portfolio	90,000,000	90,000,000	89,995,056	89,996,425	88,810,185	88,760,075	-	(50,110)	222,508	1.30%
Arts Endowment³										
US Agency	2,235,000	2,235,000	2,235,000	2,235,000	2,196,504	2,187,410	-	(9,094)	3,278	1.32%
Total Portfolio	2,235,000	2,235,000	2,235,000	2,235,000	2,196,504	2,187,410	-	(9,094)	3,278	1.32%
Ida Green Library Endowment⁴										
US Agency	1,000,000	1,000,000	1,000,000	1,000,000	986,184	988,977	-	2,793	3,958	1.25%
Total Portfolio	1,000,000	1,000,000	1,000,000	1,000,000	986,184	988,977	-	2,793	3,958	1.25%
DWU Commercial Paper⁵										
Money Market	13,960	13,960	13,960	13,960	13,960	13,960	-	-	-	1.58%
Total Portfolio	13,960	13,960	13,960	13,960	13,960	13,960	-	-	-	1.58%
GO Commercial Paper⁵										
Money Market - Tax Exempt	-	-	-	-	-	-	-	-	-	-
Total Portfolio	-	-	-	-	-	-	-	-	-	-
GO Commercial Paper⁵										
Money Market	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	-	-	-	1.61%
Total Portfolio	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	-	-	-	1.61%

Notes 1-5: See Page 6 for Strategy Statement by Portfolio.

*Public Funds Interest Checking (PFIC) Account is fully collateralized, interest-bearing account with liquidity equal to that of a money market mutual fund

**Numbers may not sum due to rounding

City of Dallas
Strategy Statement and Compliance by Portfolio
As of: 12/31/2017 - 3/31/2018

STRATEGY COMPLIANCE STATEMENT

For the quarter ended March 31, 2018 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.

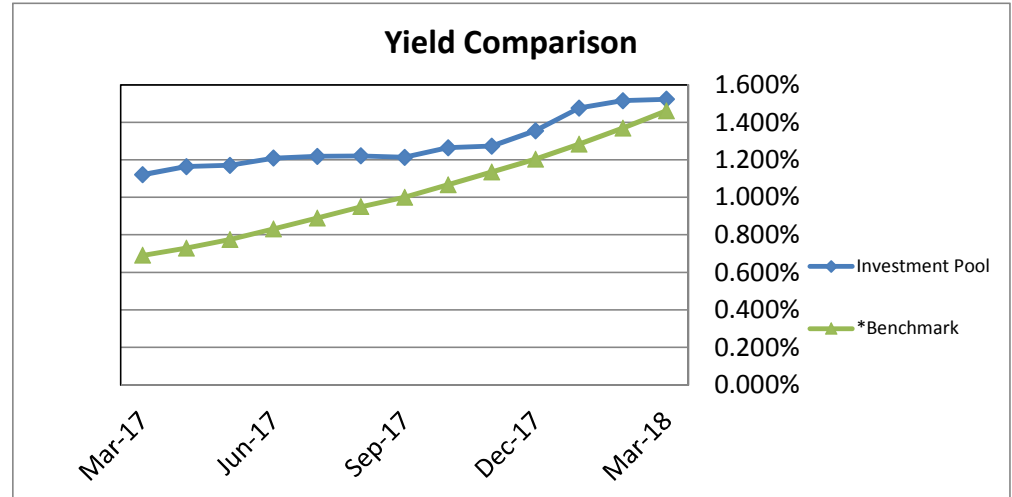
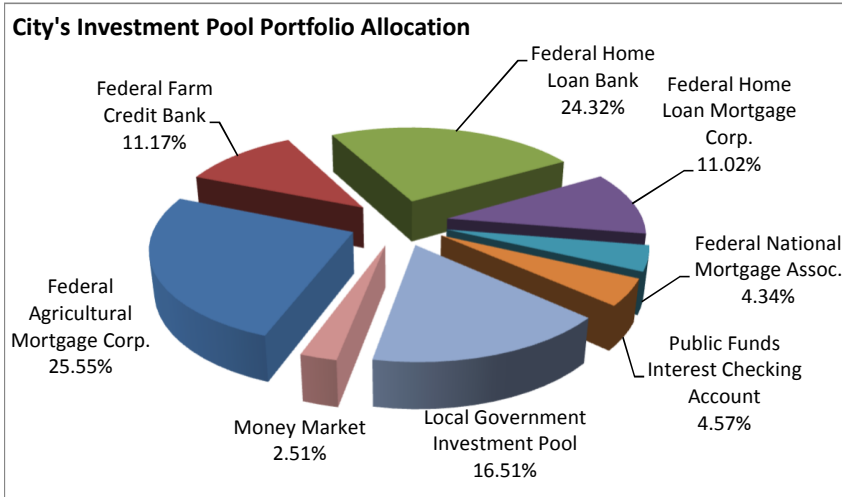
4) Ida Green Library Endowment

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.

City of Dallas
City's Investment Pool Portfolio Allocation
Investment Summary
As of 3/31/2018



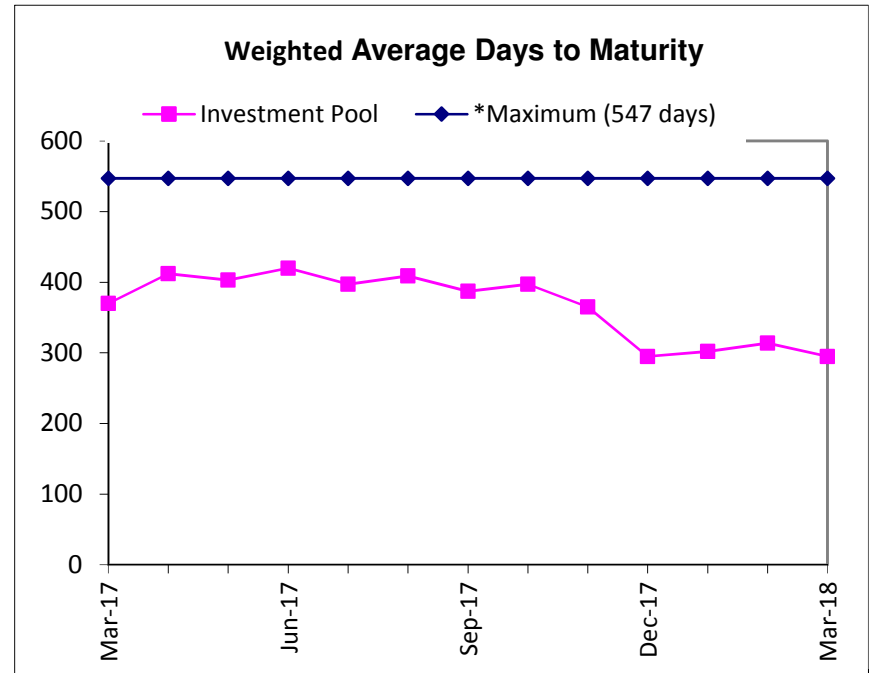
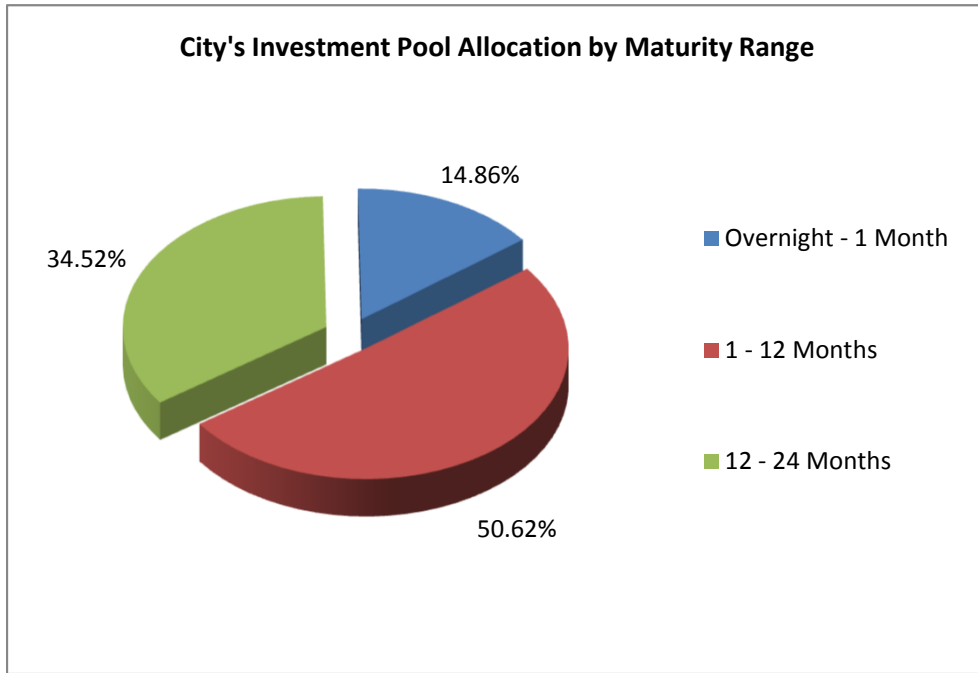
Description	Face Amount	Book Value	Market Value	**Unrealized Gain/(Loss)	Weighted Average Days To Maturity	Weighted Average Yield To Maturity	% of Portfolio
Federal Agricultural Mortgage Corp.	558,770,000	558,792,171	556,510,271	(2,281,900)	317	1.57%	25.55%
Federal Farm Credit Bank	244,275,000	244,253,093	242,864,127	(1,388,966)	344	1.37%	11.17%
Federal Home Loan Bank	531,850,000	531,852,339	528,203,260	(3,649,080)	422	1.53%	24.32%
Federal Home Loan Mortgage Corp.	241,000,000	241,000,000	238,656,062	(2,343,938)	474	1.45%	11.02%
Federal National Mortgage Assoc.	95,000,000	94,991,295	94,545,410	(445,885)	202	1.19%	4.34%
Public Funds Interest Checking Account	100,000,000	100,000,000	100,000,000	-	1	0.90%	4.57%
Local Government Investment Pool	361,020,000	361,020,000	361,020,000	-	73	1.85%	16.51%
Money Market	55,000,000	55,000,000	55,000,000	-	1	1.57%	2.51%
***Total Portfolio	2,186,915,000	2,186,908,897	2,176,799,129	(10,109,769)	295	1.52%	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 3/31/2018



Description	Face Amount/Shares	Book Value	Market Value	Weighted Average Yield To Maturity	Weighted Average Days To Maturity	% of Portfolio
Overnight - 1 Month	325,020,000	325,019,735	325,019,584	1.50%	1	14.86%
1 - 12 Months	1,106,895,000	1,106,887,849	1,103,159,762	1.46%	227	50.62%
12 - 24 Months	755,000,000	755,001,313	748,619,783	1.62%	522	34.52%
**Total Portfolio	2,186,915,000	2,186,908,897	2,176,799,129	1.52%	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	\$57,000,000	11.24%
Jefferies & Co.	40,000,000	7.89%
RBC Capital Markets, LLC	0	0.00%
Wells Fargo	0	0.00%
Secondary Dealers		
FTN Financials	30,000,000	5.92%
Hilltop Securities Inc.	15,000,000	2.96%
Intl Fcstone Financial Inc.	15,000,000	2.96%
Multi Bank Securities	135,000,000	26.63%
Piper Jaffray & Co.	40,000,000	7.89%
Samco Capital Market	15,000,000	2.96%
SunTrust Robinson Humphrey, Inc.	0	0.00%
Vining Sparks	58,000,000	11.44%
Secondary Dealers - M/WBE		
Capital Institutional Services, Inc.	0	0.00%
Loop Capital	40,000,000	7.89%
Rice Financial	42,000,000	8.28%
Stern Brothers & Co.	20,000,000	3.94%
Total	\$507,000,000	100.00%

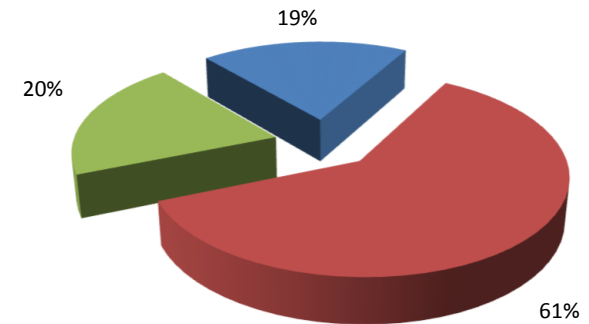
Notes:

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 2018.

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

Q2 FY 17-18		
Description	Awarded	%
Bank of America	\$32,000,000	8.33%
FTN Financials	30,000,000	7.81%
Hilltop Securities Inc.	15,000,000	3.91%
Intl Fcstone Financial Inc.	15,000,000	3.91%
Jefferies & Co.	20,000,000	5.21%
Loop Capital - M/WBE	40,000,000	10.42%
Multi Bank Securities	115,000,000	29.95%
Piper Jaffray & Co.	40,000,000	10.42%
Rice Financial - M/WBE	42,000,000	10.94%
Samco Capital Market	15,000,000	3.91%
Stern Brothers & Co. - M/WBE	20,000,000	5.21%
Total	\$384,000,000	100.00%

Broker/Dealer Activity FY17-18 to Date



- Primary Dealers \$97,000,000
- Secondary Dealers \$308,000,000
- Secondary Dealers (M/WBE) \$102,000,000

CITY OF DALLAS

March 31, 2018

QUARTERLY INVESTMENT REPORT

For the quarter ended March 31, 2018 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

Interim City Controller: Rance Shon

Treasury Manager: Corrine Steeger