

# Memorandum



CITY OF DALLAS

DATE March 18, 2016  
TO The Honorable Mayor and Members of the City Council  
SUBJECT Financial Forecast Report

The FY 2015-16 Financial Forecast Report based on information through January 2016 is attached and provided for your information.

For FY 2015-16, General Fund revenues are projected to be \$2,532,000 above budget and expenditures are projected to be \$483,000 below budget. This results in forecast revenues being in excess of forecast expenditures by \$3,016,000. Details related to budget variances may be found at the end of the Financial Forecast Report.

We will continue to closely monitor revenues and expenditures and keep you informed.

A handwritten signature in black ink, appearing to read 'A.G. Gonzalez', with a line extending from the signature towards the text above it.

A.G. Gonzalez  
City Manager

## Attachment

c: Ryan S. Evans, First Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
Joey Zapata, Assistant City Manager  
Eric D. Campbell, Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Jack Ireland, Director, Office of Financial Services



FY 2015-16

# Financial Forecast Report

Information as of January 31, 2016



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# GENERAL FUND

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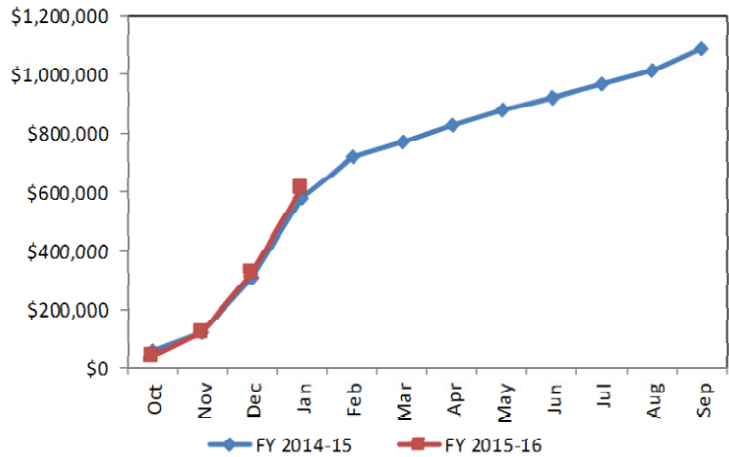
As of January 31, 2016  
(000s)

<b><u>ITEM</u></b>	<b><u>BUDGET</u></b>	<b><u>YEAR TO DATE</u></b>	<b><u>YEAR-END FORECAST</u></b>	<b><u>BUDGET VS FORECAST VARIANCE</u></b>
Revenues	\$1,144,800	\$612,197	\$1,147,332	\$2,532
Expenditures	1,144,800	375,581	1,144,317	(483)
Net Excess of Revenues Over Expenditures/Transfers	<u>\$0</u>	<u>\$236,616</u>	<u>\$3,016</u>	<u>\$3,016</u>

# GENERAL FUND REVENUES

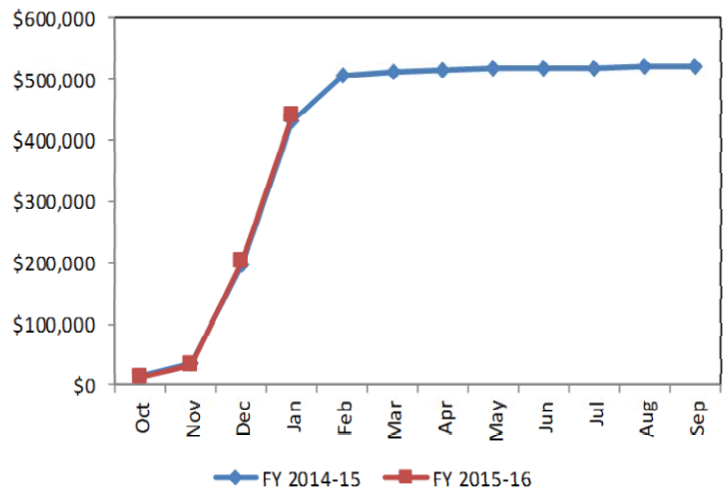
## ALL SOURCES

	FY 2014-15	FY 2015-16	Variance
Oct	\$60,959	\$41,660	(\$19,299)
Nov	58,982	77,665	18,682
Dec	187,753	203,876	16,123
Jan	271,536	288,996	17,460
Feb	138,254		
Mar	52,292		
Apr	59,984		
May	48,230		
Jun	43,757		
Jul	46,560		
Aug	45,056		
Sep	74,964		
<b>Total</b>	<b>\$1,088,327</b>	<b>\$612,197</b>	<b>\$32,966</b>



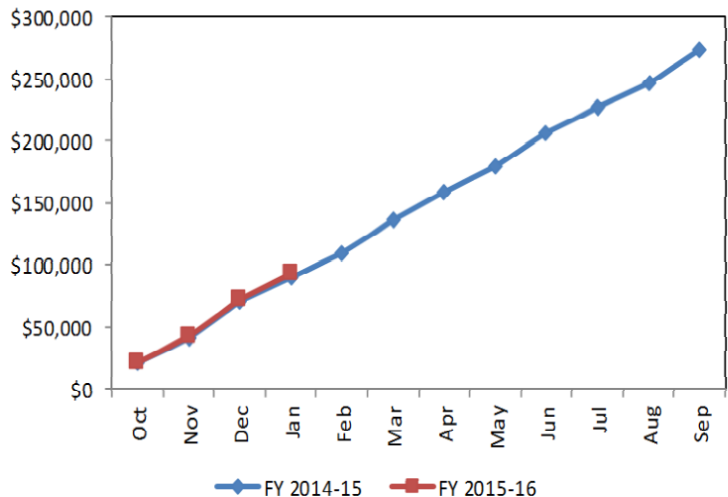
## PROPERTY TAX

	FY 2014-15	FY 2015-16	Variance
Oct	\$16,175	\$11,487	(\$4,688)
Nov	18,472	20,589	2,117
Dec	160,305	169,848	9,543
Jan	235,891	237,272	1,382
Feb	74,439		
Mar	6,533		
Apr	3,115		
May	1,536		
Jun	1,750		
Jul	821		
Aug	948		
Sep	673		
<b>Total</b>	<b>\$520,658</b>	<b>\$439,196</b>	<b>\$8,354</b>



## SALES TAX

	FY 2014-15	FY 2015-16	Variance
Oct	\$21,933	\$21,769	(\$164)
Nov	19,220	20,524	1,303
Dec	29,690	30,137	447
Jan	20,009	21,258	1,250
Feb	18,928		
Mar	26,847		
Apr	22,124		
May	20,755		
Jun	26,477		
Jul	20,798		
Aug	20,332		
Sep	26,386		
<b>Total</b>	<b>\$273,499</b>	<b>\$93,688</b>	<b>\$2,836</b>



FY 2014-15 All Sources has been restated to reflect the conversion of Sanitation to an Enterprise Fund in FY 2015-16

# GENERAL FUND REVENUES

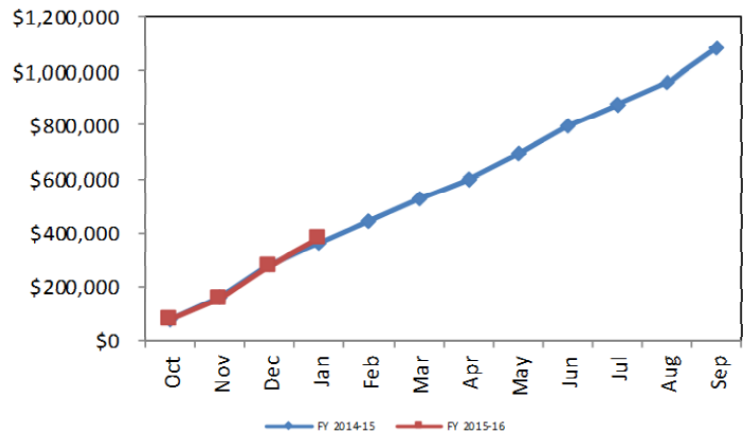
As of January 31, 2016  
(000s)

	BUDGET	REVENUES YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>TAXES</b>				
Ad Valorem Tax	\$559,636	\$439,196	\$559,239	(\$397)
Sales Tax <sup>1</sup>	281,272	93,688	282,828	1,556
<b>TOTAL TAXES</b>	<b>840,908</b>	<b>532,885</b>	<b>842,066</b>	<b>1,159</b>
<b>FRANCHISE REVENUES</b>				
Oncor Electric <sup>2</sup>	50,612	27,798	51,762	1,150
AT&T	10,950	0	10,950	0
Atmos Energy	12,242	0	12,242	0
Time Warner Cable	6,102	0	6,102	0
Other	27,291	1,387	27,291	0
<b>TOTAL FRANCHISE REVENUES</b>	<b>107,198</b>	<b>29,184</b>	<b>108,348</b>	<b>1,150</b>
<b>LICENSES AND PERMITS</b>	<b>6,067</b>	<b>2,881</b>	<b>6,100</b>	<b>33</b>
<b>INTEREST EARNED</b>	<b>962</b>	<b>0</b>	<b>962</b>	<b>0</b>
<b>INTERGOVERNMENTAL</b>	<b>7,432</b>	<b>365</b>	<b>7,460</b>	<b>29</b>
<b>FINES AND FORFEITURES</b>				
Municipal Court <sup>3</sup>	14,771	5,131	15,400	629
Vehicle Towing & Storage	7,146	2,532	7,146	0
Parking Fines	3,591	436	3,592	0
Red Light Camera Fines	7,460	0	7,460	0
Public Library <sup>4</sup>	494	84	445	(49)
<b>TOTAL FINES</b>	<b>33,462</b>	<b>8,183</b>	<b>34,042</b>	<b>580</b>
<b>CHARGES FOR SERVICE</b>				
Parks	10,283	2,256	10,283	0
Emergency Ambulance	31,569	5,018	31,569	0
Security Alarm	4,450	1,411	4,400	(50)
Street Lighting	648	138	648	0
Vital Statistics	1,484	441	1,484	0
Other <sup>5</sup>	23,147	11,347	22,779	(368)
<b>TOTAL CHARGES</b>	<b>71,581</b>	<b>20,610</b>	<b>71,162</b>	<b>(418)</b>
<b>INTERFUND REVENUE</b>	<b>67,123</b>	<b>14,375</b>	<b>67,123</b>	<b>0</b>
<b>MISCELLANEOUS</b>	<b>10,068</b>	<b>3,714</b>	<b>10,068</b>	<b>1</b>
<b>TOTAL REVENUES</b>	<b>\$1,144,800</b>	<b>\$612,197</b>	<b>\$1,147,332</b>	<b>\$2,532</b>

# GENERAL FUND EXPENDITURES

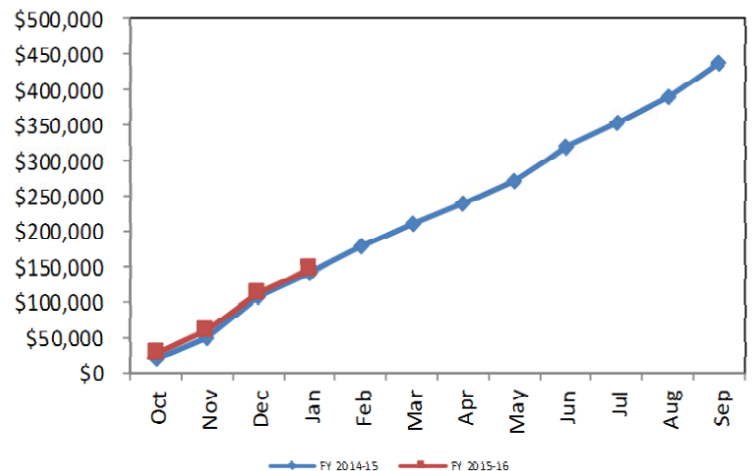
## ALL EXPENSES

	FY 2014-15	FY 2015-16	Variance
Oct	\$77,525	\$75,601	(\$1,924)
Nov	79,013	78,065	(948)
Dec	123,491	124,594	1,103
Jan	76,655	97,321	20,666
Feb	86,673		
Mar	82,668		
Apr	69,958		
May	96,984		
Jun	102,442		
Jul	78,895		
Aug	85,592		
Sep	124,316		
<b>Total</b>	<b>\$1,084,212</b>	<b>\$375,581</b>	<b>\$18,896</b>



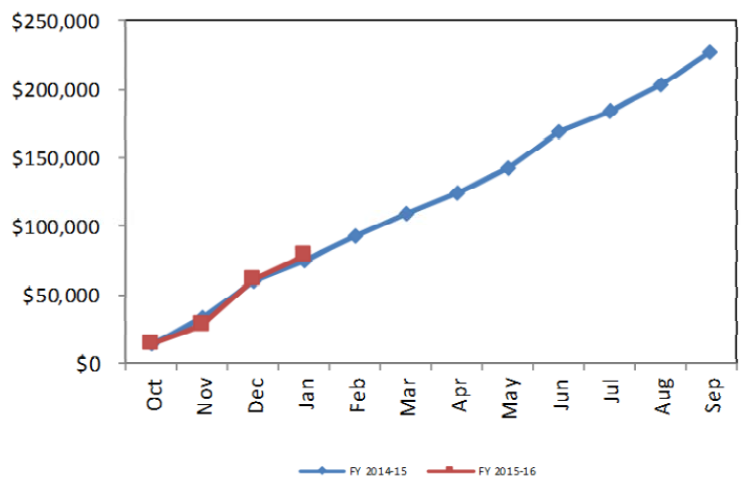
## POLICE

	FY 2014-15	FY 2015-16	Variance
Oct	\$19,262	\$28,488	\$9,226
Nov	31,339	31,370	31
Dec	57,789	52,490	(5,299)
Jan	32,898	35,550	2,652
Feb	36,863		
Mar	32,472		
Apr	27,900		
May	33,265		
Jun	47,086		
Jul	34,846		
Aug	35,661		
Sep	46,774		
<b>Total</b>	<b>\$436,155</b>	<b>\$147,898</b>	<b>\$6,610</b>



## FIRE

	FY 2014-15	FY 2015-16	Variance
Oct	\$13,502	\$13,994	\$492
Nov	19,557	14,184	(5,373)
Dec	26,055	32,389	6,334
Jan	16,078	17,547	1,469
Feb	17,117		
Mar	17,032		
Apr	15,063		
May	17,344		
Jun	26,753		
Jul	16,442		
Aug	18,322		
Sep	24,269		
<b>Total</b>	<b>\$227,535</b>	<b>\$78,114</b>	<b>\$2,922</b>



FY 2014-15 All Expenses has been restated to reflect the conversion of Sanitation to an Enterprise Fund in FY 2015-16

# GENERAL FUND EXPENDITURES

As of January 31, 2016

(000s)

DEPARTMENT	BUDGET	EXPENDITURES YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
Building Services	\$23,831	\$8,646	\$23,831	\$0
Business Dev/Procurement Svcs	2,884	991	2,884	0
City Attorney's Office	15,886	4,670	15,841	(45)
City Auditor's Office <sup>6</sup>	3,004	841	3,050	46
City Controller's Office <sup>7</sup>	4,541	1,473	4,415	(126)
City Manager's Office	1,972	664	1,972	0
City Secretary's Office <sup>8</sup>	2,005	520	2,032	27
Civil Service <sup>9</sup>	2,599	688	2,635	36
Code Compliance	38,569	10,918	38,569	0
Court Services	11,563	3,287	11,511	(52)
Elections <sup>10</sup>	97	27	109	12
Fire	239,567	78,114	239,468	(100)
Housing <sup>11</sup>	11,936	7,139	12,167	231
Human Resources	4,788	1,466	4,778	(11)
Independent Audit	786	-	786	0
Jail Contract - Lew Sterret	7,557	7,557	7,557	0
Judiciary <sup>12</sup>	3,231	986	3,050	(180)
Library	30,509	9,310	30,509	0
Management Services	8,544	4,382	8,427	(117)
Mayor and Council <sup>13</sup>	4,243	1,287	4,395	152
Non-Departmental <sup>14</sup>	57,926	5,349	58,031	105
Office of Cultural Affairs	17,671	8,467	17,663	(8)
Office of Economic Development	1,818	1,171	1,818	0
Office of Financial Services	2,957	783	2,957	0
Park and Recreation <sup>15</sup>	85,646	32,217	85,683	37
Planning & Urban Design <sup>16</sup>	4,232	721	3,941	(291)
Police	451,882	147,898	451,882	0
Public Works	5,911	3,559	5,861	(50)
Street Lighting	17,525	4,500	17,525	0
Street Services	71,531	24,924	71,522	(9)
Sustainable Dev/Construction <sup>17</sup>	1,438	747	1,297	(141)
Trinity Watershed Management	1,526	285	1,526	0
<b>RESERVES AND TRANSFERS</b>				
Contingency Reserve	2,628	0	2,628	0
Liability/Claim Fund	1,994	1,994	1,994	0
Salary & Benefit Reserve	2,000	0	2,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,144,800</b>	<b>\$375,581</b>	<b>\$1,144,317</b>	<b>(\$483)</b>

# PROPRIETARY FUNDS

As of January 31, 2016  
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>AVIATION</b>				
BEGINNING FUND BALANCE	\$16,775	\$ -	\$16,775	\$ -
<b>REVENUES:</b>				
Parking	27,443	8,046	27,443	0
Terminal Concessions	22,423	7,462	22,423	0
Landing Fees	17,784	4,631	17,784	0
Rental on Airport - Terminal	13,831	4,270	13,831	0
Rental on Airport - Field	9,067	2,334	8,950	(117)
Fuel Flow Fees	1,225	338	1,225	0
All Other	2,102	472	3,756	1,654
<b>TOTAL REVENUES<sup>18</sup></b>	<b>93,876</b>	<b>27,553</b>	<b>95,413</b>	<b>1,537</b>
<b>TOTAL EXPENDITURES<sup>18</sup></b>	<b>93,876</b>	<b>28,879</b>	<b>95,314</b>	<b>1,438</b>
<b>ENDING FUND BALANCE</b>	<b>\$16,775</b>	<b>\$ -</b>	<b>\$16,874</b>	<b>\$98</b>

## CONVENTION AND EVENT SERVICES

BEGINNING FUND BALANCE	\$20,607	\$ -	\$20,607	\$ -
<b>REVENUES:</b>				
Hotel Occupancy Tax	54,002	14,283	53,149	(853)
Alcoholic Beverage Tax	10,461	2,969	11,683	1,222
Contract Services	9,119	3,219	9,119	0
All Remaining Revenues	10,414	4,329	13,032	2,618
<b>TOTAL REVENUES<sup>19</sup></b>	<b>83,996</b>	<b>24,800</b>	<b>86,983</b>	<b>2,987</b>
<b>TOTAL EXPENDITURES</b>	<b>82,939</b>	<b>20,723</b>	<b>83,150</b>	<b>212</b>
<b>ENDING FUND BALANCE</b>	<b>\$21,664</b>	<b>\$ -</b>	<b>\$24,439</b>	<b>\$2,775</b>



# PROPRIETARY FUNDS

As of January 31, 2016

(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>SUSTAINABLE DEVELOPMENT AND CONSTRUCTION</b>				
BEGINNING FUND BALANCE	\$33,842	\$ -	\$33,842	\$ -
<b>REVENUES:</b>				
Building Permits	18,770	6,615	19,104	334
Certificate of Occupancy	1,412	395	1,412	0
Plan Review	3,736	1,502	3,749	13
Registration/License	1,028	408	1,028	(0)
Special Plats	887	392	887	0
Private Development	1,010	472	1,010	(0)
Zoning	1,184	231	1,184	0
Interest Earnings	117	0	117	0
All Remaining Revenues	1,478	594	1,478	0
<b>TOTAL REVENUES</b>	<b>29,622</b>	<b>10,609</b>	<b>29,969</b>	<b>347</b>
<b>TOTAL EXPENDITURES<sup>20</sup></b>	<b>30,697</b>	<b>7,378</b>	<b>29,704</b>	<b>(992)</b>
<b>ENDING FUND BALANCE</b>	<b>\$32,767</b>	<b>\$ -</b>	<b>\$34,106</b>	<b>\$1,339</b>
 <b>MUNICIPAL RADIO</b>				
BEGINNING FUND BALANCE	\$1,183	\$ -	\$1,183	\$ -
<b>REVENUES:</b>				
Local and National Sales	2,058	679	1,974	(84)
All Remaining Revenues	12	0	11	(1)
<b>TOTAL REVENUES<sup>21</sup></b>	<b>2,070</b>	<b>680</b>	<b>1,985</b>	<b>(85)</b>
<b>TOTAL EXPENDITURES<sup>21</sup></b>	<b>2,055</b>	<b>787</b>	<b>1,954</b>	<b>(101)</b>
<b>ENDING FUND BALANCE</b>	<b>\$1,198</b>	<b>\$ -</b>	<b>\$1,214</b>	<b>\$16</b>

# PROPRIETARY FUNDS

As of January 31, 2016

(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>WATER UTILITIES</b>				
BEGINNING FUND BALANCE	\$86,191	\$ -	\$86,191	\$ -
REVENUES:				
Treated Water - Retail	286,483	90,607	288,184	1,701
Treated Water - Wholesale	80,082	24,995	78,282	(1,799)
Wastewater - Retail	232,649	71,538	227,216	(5,433)
Wastewater - Wholesale	9,874	3,313	9,908	33
All Remaining Revenues	36,040	7,837	29,894	(6,146)
<b>TOTAL REVENUES<sup>22</sup></b>	<b>645,128</b>	<b>198,290</b>	<b>633,484</b>	<b>(11,644)</b>
<b>TOTAL EXPENDITURES<sup>22</sup></b>	<b>645,128</b>	<b>168,822</b>	<b>633,484</b>	<b>(11,644)</b>
<b>ENDING FUND BALANCE</b>	<b>\$86,191</b>	<b>\$ -</b>	<b>\$86,191</b>	<b>\$0</b>

## COMMUNICATION & INFORMATION SERVICES

BEGINNING FUND BALANCE	\$10,910	\$ -	\$10,910	\$ -
REVENUES:				
Interdepartmental Charges	52,799	16,622	52,799	0
Telephones Leased	8,532	1,244	8,532	0
Circuits	1,367	0	1,367	0
Desktop Services	269	46	58	(211)
Interest	137	0	137	0
Equipment Rental	4,546	1,515	4,546	0
Miscellaneous	77	610	612	535
<b>TOTAL REVENUES<sup>23</sup></b>	<b>67,727</b>	<b>20,038</b>	<b>68,051</b>	<b>324</b>
<b>TOTAL EXPENDITURES<sup>23</sup></b>	<b>72,284</b>	<b>27,912</b>	<b>72,742</b>	<b>458</b>
<b>ENDING FUND BALANCE</b>	<b>\$6,352</b>	<b>\$ -</b>	<b>\$6,218</b>	<b>(\$134)</b>

# PROPRIETARY FUNDS

As of January 31, 2016

(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>EQUIPMENT SERVICES</b>				
BEGINNING FUND BALANCE	\$4,129	\$ -	\$4,129	\$ -
REVENUES:				
Rental/Wreck	33,640	2,791	36,562	2,923
Fuel	16,180	1,246	13,591	(2,589)
Auto Auction	418	322	488	70
Miscellaneous Revenue	267	96	329	62
Interest and Other	5	0	3	(2)
<b>TOTAL REVENUES</b>	<b>50,509</b>	<b>4,455</b>	<b>50,973</b>	<b>464</b>
<b>TOTAL EXPENDITURES</b>	<b>50,509</b>	<b>15,307</b>	<b>50,973</b>	<b>464</b>
<b>ENDING FUND BALANCE</b>	<b>\$4,129</b>	<b>\$ -</b>	<b>\$4,129</b>	<b>\$0</b>

## EXPRESS BUSINESS CENTER

BEGINNING FUND BALANCE	\$1,223	\$ -	\$1,223	\$ -
REVENUES:				
Postage Sales	2,703	963	2,703	0
All Other Revenues	1,260	984	1,258	(2)
<b>TOTAL REVENUES</b>	<b>3,963</b>	<b>1,947</b>	<b>3,961</b>	<b>(2)</b>
<b>TOTAL EXPENDITURES</b>	<b>3,815</b>	<b>1,374</b>	<b>3,815</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>\$1,372</b>	<b>\$ -</b>	<b>\$1,370</b>	<b>(\$2)</b>

# PROPRIETARY FUNDS

As of January 31, 2016  
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>SANITATION SERVICES</b>				
BEGINNING FUND BALANCE	\$7,108	\$ -	\$7,108	\$ -
REVENUES:				
Residential Collection	66,537	22,938	66,858	320
Cost Plus Bulk/Brush	114	39	117	3
Sale of Recyclables	2,100	594	1,783	(317)
City Facility Collection	761	213	640	(121)
Landfill Revenue	17,676	9,913	21,150	3,474
<b>TOTAL REVENUES<sup>24</sup></b>	<b>87,188</b>	<b>33,697</b>	<b>90,548</b>	<b>3,360</b>
<b>TOTAL EXPENDITURES<sup>24</sup></b>	<b>86,480</b>	<b>21,347</b>	<b>87,021</b>	<b>540</b>
<b>ENDING FUND BALANCE</b>	<b>\$7,816</b>	<b>\$ -</b>	<b>\$10,635</b>	<b>\$2,819</b>

# OTHER FUNDS

As of January 31, 2016  
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>9-1-1 SYSTEM OPERATIONS</b>				
BEGINNING FUND BALANCE	\$7,090	\$ -	\$7,090	\$ -
REVENUES:				
9-1-1 Service Receipts - Wireless	6,257	1,701	6,315	59
9-1-1 Service Receipts - Wireline	6,898	2,220	6,894	(5)
Interest and Other	63	1	63	0
<b>TOTAL REVENUES</b>	<b>13,218</b>	<b>3,922</b>	<b>13,271</b>	<b>54</b>
<b>TOTAL EXPENDITURES</b>	<b>16,292</b>	<b>1,905</b>	<b>16,240</b>	<b>(52)</b>
<b>ENDING FUND BALANCE</b>	<b>\$4,015</b>	<b>\$ -</b>	<b>\$4,121</b>	<b>\$106</b>
<b>STORM DRAINAGE MANAGEMENT</b>				
BEGINNING FUND BALANCE	\$8,114	\$ -	\$8,114	\$ -
REVENUES:				
Storm Water Fees	50,413	16,703	50,413	-
Interest and Other	40	0	40	0
<b>TOTAL REVENUES</b>	<b>50,452</b>	<b>16,703</b>	<b>50,452</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>51,417</b>	<b>7,937</b>	<b>51,365</b>	<b>(52)</b>
<b>ENDING FUND BALANCE</b>	<b>\$7,150</b>	<b>\$ -</b>	<b>\$7,201</b>	<b>\$52</b>

# OTHER FUNDS

As of January 31, 2016  
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>EMPLOYEE BENEFITS</b>				
<b>BENEFITS ADMINISTRATION</b>				
TOTAL EXPENDITURES	\$1,126	\$170	\$1,112	(\$15)
<b>WELLNESS PROGRAM</b>				
TOTAL EXPENDITURES	\$430	\$117	\$427	(\$3)
<b>RISK MANAGEMENT</b>				
TOTAL EXPENDITURES	\$2,594	\$636	\$2,510	(\$84)

## LIABILITY/CLAIMS FUND

<b>Beginning Balance October 1, 2015</b>	<b>\$3,649</b>
Budgeted Revenue	6,297
<b>FY 2015-16 Available Funds</b>	<b>9,946</b>
Paid October 2015	(168)
Paid November 2015	(328)
Paid December 2015	(379)
Paid January 2016	(744)
<b>Balance as of January 31, 2016</b>	<b>\$8,327</b>

# DEBT SERVICE FUND

As of January 31, 2016  
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
<b>DEBT SERVICE FUND</b>				
BEGINNING FUND BALANCE	\$12,109	\$ -	\$12,109	\$ -
<b>REVENUES:</b>				
Ad Valorem	230,475	180,752	230,298	(177)
Interest/Transfers/Other	20,468	69	20,468	0
<b>TOTAL REVENUES</b>	<b>250,943</b>	<b>180,821</b>	<b>250,766</b>	<b>(177)</b>
<b>TOTAL EXPENDITURES<sup>25</sup></b>	<b>255,326</b>	<b>0</b>	<b>254,657</b>	<b>(669)</b>
<b>ENDING FUND BALANCE</b>	<b>\$7,726</b>	<b>\$ -</b>	<b>\$8,218</b>	<b>\$491</b>

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# NOTES

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(Dollars in 000s)

1. Sales tax revenue is projected to be \$1,556 above budget due to the improved economy.
2. Oncor Electric revenues are projected to be \$1,150 above budget primarily due to higher than expected electric consumption.
3. Municipal Court revenue is projected to be \$629 above budget primarily due to an increase in the collection per citation rates of the new collection agency.
4. Public Library revenue is projected to be \$49 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.
5. Other Charges for Service revenue is projected to be \$368 below budget primarily as a result of contracting with fewer hospitals than anticipated for the Mobile Community Healthcare Program.
6. City Auditor's Office is projected to be \$46 above budget due to salary expenses.
7. City Controller's Office is projected to be \$126 below budget due to vacancies.
8. City Secretary's Office is projected to be \$27 above budget due to higher than budgeted salary expenses and the purchase of unbudgeted software to assist with Boards and Commissions administration.
9. Civil Service is projected to be \$36 above budget due to salary expenses.
10. Elections is projected to be \$12 above budget due to the purchase of unbudgeted petition verification software.
11. Housing and Community Services is projected to be \$231 above budget due to several unbudgeted expenses including temp help, replacement of fire and alarm system at the MLK Community Center, items related to the master plan for the MLK and WDMP Community Centers, and various special events.
12. Judiciary is projected to be \$180 below budget due to vacancies.
13. Mayor and Council is projected to be \$152 above budget due to double filled positions and the unbudgeted use of temp help.
14. Non-Departmental is projected to be \$105 above budget primarily due to unbudgeted costs such as nationwide searches for the City Attorney and Chief Financial Officer, actuarial review related to the Police and Fire Pension Fund, and efforts related to ADA Compliance.
15. Park and Recreation is projected to be \$37 above budget primarily due to repairs related to flooding in 2015.



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# NOTES

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(Dollars in 000s)

16. Planning and Urban Design is projected to be \$291 below budget due to vacancies.
17. Sustainable Development and Construction is projected to be \$141 below budget due to vacancies.
18. Aviation expenses are projected to be \$1,438 above budget primarily due to the City leasing property for additional offsite parking and for the future site of the consolidated rental car facility. Revenues are projected to be \$1,537 above budget primarily due to revenue received from existing tenants on the newly leased property.
19. Convention and Event Services revenues are projected to be \$2,987 above budget primarily due to higher than expected Alcoholic Beverage Tax and more events than anticipated.
20. Sustainable Development and Construction expenses are projected to be \$992 below budget primarily due to vacancies.
21. Municipal Radio expenses are projected to be \$101 below budget due to vacancies and a reduction in sales commission. Revenues are projected to be \$85 below budget due to the sale of commercials being less than planned.
22. Water Utilities revenues and expenses are both projected to be \$11,644 below budget. Revenues are projected to be below budget primarily due to the loss of a wholesale water customer contract and lower than projected retail wastewater service revenues. Expenses are projected to be under budget due to a reduction in the transfer to fund capital projects.
23. Communication and Information Services expenses are projected to be \$458 above budget primarily due to removal of the Fair Park Tower and the purchase of software maintenance, support, and capacity to be in compliance with audit findings for storage. Revenues are projected to be \$324 above budget due to payment from the State Fair of Texas for removal of the Fair Park Tower.
24. Sanitation expenses are projected to be \$540 above budget and revenues are projected to be \$3,360 above budget due to the volume of solid waste from non-contract customers being above historic levels and solid waste from the Upper Chain of Wetlands projects.
25. Debt Service expenses are projected to be \$669 below budget due to lower than projected interest rates realized on the 2015 GO Bond sale.

# Memorandum



DATE: March 18, 2016

TO: Honorable Mayor and Members of the City Council

SUBJECT: **Community Emergency Preparedness Program**

The Office of Emergency Management (OEM) is pleased to announce the full launch of the City's new Disaster Resilient Citizens Program.

This 90-minute interactive program offers participants the key elements to preparedness: Making a Plan, Building a Kit, and Being Prepared. Additionally, the program provides opportunities to work with neighbors, groups, or organizations to create more disaster resilient citizens and neighborhoods. Participants are also encouraged to find further training and volunteer opportunities.

The program engages neighborhood leaders and citizens in a series of activities and discussions on what it means to be prepared for emergencies and how to help their families and neighbors recover. On February 18, 2016 the OEM presented the Disaster Resilient Citizens Program in Council District 10.

The OEM would like to offer this program in each council district. The attached flyer can be customized and sent out to your constituents. To organize a presentation to citizens of your district, please contact OEM Director Rocky Vaz via email at [rocky.vaz@dallascityhall.com](mailto:rocky.vaz@dallascityhall.com) or by phone at 214-670-4277 to arrange a time, facilitator, and materials.



Eric D. Campbell  
Assistant City Manager

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager

Mark McDaniel, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council  
Chief David O. Brown, Dallas Police Department

# Disaster Resilient Citizens The Key to Community Preparedness!



## Are you prepared for a disaster?

This 90-minute, discussion-based workshop engages neighborhood leaders and citizens and demonstrates how to be prepared!

**WHEN:**

**TIME:**

**WHERE:**



**Receive a Free Kit by Attending a Class!**

**TOGETHER** we can prepare for, respond to, and recover from any emergency.



**For more information: Call 214-670-4275 or [OEMDepartment@dallascityhall.com](mailto:OEMDepartment@dallascityhall.com)**

# Memorandum



DATE: March 18, 2016

TO: Honorable Mayor and Members of the City Council

SUBJECT: **City License Applications**

There were no Dance Hall and/or Sexual Oriented Business applications received for the week of March 7-11, 2016 by the Investigations Bureau Licensing Squad of the Dallas Police Department.

Please have your staff contact Sergeant Lisette Rivera, #7947 at (214) 670-4811 and/or by email at [lisette.rivera@dpd.ci.dallas.tx.us](mailto:lisette.rivera@dpd.ci.dallas.tx.us) should you need further information.



Eric D. Campbell  
Assistant City Manager

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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Elsa Cantu, Assistant to the City Manager – Mayor & Council  
Chief David O. Brown, Dallas Police Department

# Memorandum



DATE March 18, 2016

TO The Honorable Mayor and Members of the City Council

SUBJECT **Commission for Accreditation of Parks and Recreation Agencies (CAPRA)**

As you may know, for over two years the Park and Recreation Department ("Department") has been undertaking a rigorous accreditation process administered by the Commission for Accreditation of Parks and Recreation Agencies (CAPRA), which is affiliated with the National Park and Recreation Association (NRPA). CAPRA only grants accreditation to a select number of departments that have exhibited excellence in service and operations and adherence to national best practices as demonstrated by compliance with 151 standards of excellence.

The accreditation process involves three formal steps. First, the Department completes a comprehensive self-assessment. The second step is a site visit conducted by a visitation team comprised of parks and recreation professionals from around the country and third is a formal hearing before the Commission at the annual NRPA Convention. To date, the Department has submitted the self-assessment document, which with attachments is thousands of pages in length.

Beginning on Tuesday, March 22, 2016, the Department will be hosting the CAPRA visitation team who will conduct the site visit through Friday, March 25, 2016. We will be touring recreation centers, park maintenance facilities, parks and partner organizations all in an effort to show how our outstanding park system serves the citizens of Dallas and is in compliance with the prescribed standards.

Achieving accreditation has been a high priority goal of the Park and Recreation Board and the Department for three years. Accreditation signifies that the Department utilizes national best practices in all facets of the organization from recreation offerings to park maintenance standards to business operations. It is a prestigious and exclusive recognition in the field of parks and recreation as only 3% of departments and agencies in the country have attained CAPRA accreditation.

If you have any questions, please contact me at 214-670-4071.



Willis C. Winters, FAIA, Director  
Park and Recreation Department

## Attachments

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager

Eric D. Campbell, Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council

# Memorandum



CITY OF DALLAS

DATE March 18, 2016

TO Honorable Mayor and Members of the City Council

SUBJECT **2016 National Community Development Week Press Conference**

This year, National Community Development (CD) Week will commence on Monday, March 28, 2016 and end on Saturday, April 2, 2016. On Monday, March 28, 2016, at 10:00 a.m., Mayor Pro Tem Monica Alonzo and the Community Development Commission will hold a press conference at City Hall, in the Flag Room. The press conference will kick-off 2016 National CD Week which provides cities the opportunity to showcase HUD's Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funded projects and programs by involving the local community, local and state government officials, beneficiaries, citizens, and community groups in a week-long celebration. The City of Dallas will also showcase community development efforts with informational booths on the first floor lobby of City Hall, on March 28, 2016 at 9:00 a.m. to 1:00 p.m.

With the assistance of staff from the Office of Intergovernmental Services, Federal, State, and County officials have been invited to the press conference to ensure a concerted focus on the importance of and need for CDBG and HOME funds. Based upon the RSVP's received, elected officials from the Federal, State, and County levels are expected.

You are cordially invited to join Mayor Pro Tem Monica Alonzo and the Community Development Commission in attending the 2016 National CD Week press conference, on March 28, 2016 at 10:00 a.m.

Please let me know if you need additional information.

*for Jack*  


Jeanne Chipperfield  
Chief Financial Officer

## Attachment

c: Community Development Commission	Eric D. Campbell, Assistant City Manager
A.C. Gonzalez, City Manager	Jill A. Jordan, P.E., Assistant City Manager
Warren M.S. Ernst, City Attorney	Mark McDaniel, Assistant City Manager
Craig D. Kinton, City Auditor	Joey Zapata, Assistant City Manager
Rosa A. Rios, City Secretary	Sana Syed, Public Information Officer
Daniel F. Solis, Administrative Judge	Alan E. Sims, Chief of Neighborhood Plus
Ryan S. Evans, First Assistant City Manager	Elsa Cantu, Assistant to the City Manager



**City of Dallas**



*Mayor Pro Tem Monica R. Alonzo*

*You're Invited*

## 2016 National Community Development Week Press Conference

**Monday, March 28, 2016 | 10:00 am**

**1500 Marilla Street, Dallas, Texas**

Join Mayor Pro Tem Monica R. Alonzo and the City of Dallas Community Development Commission in kicking-off 2016 National Community Development (CD) Week by celebrating the impact Community Development Block Grants (CDBG) and Home Investment Program (HOME) has made in the community.

The press conference is brought to you by the Community Development Commission, Office of Financial Services – Community Development Division and Housing / Community Services Department - Thank you!

Community Development informational booths will be exhibited on the 1<sup>st</sup> floor of City Hall lobby, 9:00 A.M. – 1:00 P.M.



Contact Shanee Weston for more information at 214-670-4600 or [shanee.weston@dallascityhall.com](mailto:shanee.weston@dallascityhall.com)

# Memorandum



CITY OF DALLAS

DATE March 18, 2016

TO Honorable Mayor and Members of the City Council

SUBJECT Environmental Impact and Public Acquisition Report  
Agenda Item No. 70, March 23, 2016 – Fill Permit 15-08

Fill Permit 15-08 involves reclamation of 0.1762 acres of the current 0.8972 acres of the floodplain on this property near Osage Branch. The purpose of the floodplain removal is for single-family residential homes.

A neighborhood meeting was held on February 24, 2016. There were four citizens present, and there was no objection to the fill permit.

An environmental impact study is not required for this site. Since there is no impact to wetlands or waters of the United States, a Section 404 permit is not required.

Park and Recreation and Sustainable Development and Construction Departments have reviewed the application for public acquisition. Neither department objected to the proposed fill permit.

This application meets the engineering requirements outlined in the Dallas Development Code, Section 51A-5.105(h), floodplain regulations; as such, the City Council should approve the fill permit application, or in the alternative, it may resolve to acquire the property under the laws of eminent domain and may then deny the application.

Please let me know if you need additional information.

A handwritten signature in black ink, appearing to read 'Mark McDaniel'.

Mark McDaniel  
Assistant City Manager

C: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
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Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council



# Memorandum



CITY OF DALLAS

DATE March 18, 2016

TO Members of the Economic Development Committee:  
Rickey D. Callahan (Chair), Casey Thomas, II (Vice Chair), Lee M. Kleinman, Adam Medrano,  
Carolyn King Arnold, B. Adam McGough

SUBJECT **March 23, 2016 Upcoming Agenda Items for Sustainable Development & Construction**

**Upcoming Agenda Item No. 33 – Brigida Flores – Settlement In Lieu**

This item authorizes a settlement in lieu of proceeding with condemnation of a tract of land containing approximately 1,640 square feet from Brigida Flores located near the intersection of Gaston Avenue and Peak Street for the Peak Street and Gaston Avenue Project – Not to exceed \$6,000, increased from \$32,500 (\$30,000, plus closing costs and title expenses not to exceed \$2,500) to \$38,500 (\$35,420, plus closing costs and title expenses not to exceed \$3,080) – Financing: Water Utilities Capital Improvement Funds

**Upcoming Agenda Item No. 34 – Charles Krovetz Real Estate – Settlement In Lieu**

This item authorizes a settlement in lieu of proceeding with condemnation of a tract of land containing approximately 2,000 square feet from Charles Krovetz Real Estate located near the intersection of Swiss Avenue and Peak Street for the Peak Street and Gaston Avenue Project – Not to exceed \$8,000, increased from \$38,500 (\$36,000, plus closing costs and title expenses not to exceed \$2,500) to \$46,500 (\$43,200, plus closing costs and title expenses not to exceed \$3,300) – Financing: Water Utilities Capital Improvement Funds

**Upcoming Agenda Item No. 35 – County of Dallas – Acquisition**

This item authorizes an acquisition from County of Dallas, of approximately 15,337 square feet of land located in the City of Hutchins for the Southwest 120/96-inch Water Transmission Pipeline Project – Not to exceed \$33,674 (\$30,674 plus closing costs and title expenses not to exceed \$3,000) – Financing: Water Utilities Capital Construction Funds

Please let me know if you have any questions.

per Ryan S. Evans  
First Assistant City Manager

C: The Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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Elsa Cantu, Assistant to the City Manager – Mayor & Council  
David Cossum, Director, Sustainable Development and Construction