

DATE August 5, 2016

TO Honorable Mayor and Members of the City Council

#### **SUBJECT Executive Appointments**

I am pleased to announce some staff changes at City Hall that will be effective on October 1, 2016. These moves are part of my continuous overall plan to innovate from the top down and re-energize from the bottom up. They are instrumental in strengthening key areas of the City's operations, improving transparency, and assisting with the upcoming transition in city management.

#### **MOBILITY STREETS & TRANSPORTATION**

#### Rick Galceran - Director, Mobility Streets & Transportation

Rick Galceran is reappointed as the Director of Mobility Streets and Transportation. Mr. Galceran has served in Public Works and Dallas Water Utilities. Mr. Galceran earned a Bachelor of Science degree in Civil Engineering, and a Master of Business Administration degree from the University of Texas at El Paso, and is a licensed professional engineer in the State of Texas. Rick is also a 2007 graduate of the Leadership Dallas Program, and a 2012 graduate of the Leadership North Texas Program.

#### **AVIATION**

#### Stephanie D. McHenry - Assistant Director, Aviation

Stephanie McHenry is being reassigned to the Department of Aviation. Prior to her service with Sanitation, Ms. McHenry worked in the in the Dallas Police Department, Public Works and Transportation, Code Compliance. Ms. McHenry has a Bachelor of Science degree in Accounting from the University of Arkansas – Little Rock and served in the United States Army both as an enlisted member and Commissioned Officer. In Aviation, she will be responsible for overseeing Transportation and Regulation including integration of Service Mobility within the City of Dallas.

#### SANITATION

#### Dennis Ware – Assistant Director, Sanitation

Dennis Ware is being appointed as Assistant Director of Sanitation. Mr. Ware has served most recently as part of the executive management team in Streets Services. Proceeding his appointment as Director, Mr. Ware was the Assistant Director of Street Services, Economic Development Manager, and an Urban Zoning Planner. Dennis holds a bachelor's degree in Political Science from Southern University and a Class IV Graduate Finance Certificate from Southern Methodist University Edwin L. Cox School of Business.

**SUBJECT** Executive Appointments

DATE August 5, 2016

PAGE # 2 of 2

#### OFFICE OF ETHICS AND COMPLIANCE

#### Jeanne Chipperfield - Chief of Ethics and Compliance

As previously announced, Jeanne Chipperfield is being appointed as the Chief of Ethics and Compliance. She will oversee ethics and diversity, internal controls, EMS Compliance, and the Office of Risk Management.

Currently, the nation-wide search for a Chief Financial Officer will be determined within the next month.

These staff changes reflect a great deal of exploration and planning over the past few months for the future of Dallas. As we present the FY 2016-17 budget, citizens will see a number of key initiatives to tackle both great challenges and exciting opportunities for our City. I am confident that the talents, experience, and resourcefulness of our current staff members will continue to help us make major strides. We look forward to working with the City Council and city residents to take Dallas to the next level.

C:

Christopher D. Bowers, Interim City Attorney Craig D. Kinton, City Auditor Rosa A. Rios, City Secretary Ryan Evans, First Assistant City Manager Daniel F. Solis, Administrative Judge Eric D. Campbell, Assistant City Manager Jill A. Jordan, P.E., Assistant City Manager Mark McDaniel, Assistant City Manager Joey Zapata, Assistant City Manager Sana Syed, Public Information Officer



DATE: August 5, 2016

TO: The Honorable Mayor and Members of the City Council

SUBJECT: Reentry Services Pilot Program

During the 2015-2017 biennium, a provision to the General Appropriations Bill directed the Texas Department of Criminal Justice (TDCJ) to provide funding to the City of Dallas to create and operate a pilot program for reentry services. On April 27, 2016, the City Council accepted a grant from the Texas Department of Criminal Justice for \$1,000,000 to develop and operate a Reentry Services Pilot Program under Resolution No. 16-0635.

A Request for Competitive Sealed Proposals (RFCSP) was issued on April 9, 2016 seeking proposals for reentry services, particularly job training, apprenticeship and employment opportunities that will reduce recidivism among the formerly incarcerated returning to the Dallas area. Eight proposals were received from non-profit and for-profit service providers. Proposals were reviewed by a multidisciplinary evaluation team with subject matter experience. The top two scoring proposals are recommended for funding through this pilot.

The Metroplex Economic Development Corporation is a non-profit organization that operates a program known as the Texas Offenders Reentry Initiative (T.O.R.I). Since 2005, T.O.R.I. has offered a wide range of services that include family, housing, employment, education, healthcare, and mentorship to over 10,000 formerly incarcerated men and women across Texas. Their reentry contract under the Pilot Program will help 100 individuals reintegrate back into society with the ultimate goal of job placement.

City Wide Community Development Corporation is a non-profit organization that received its 501(c)(3) status in 2001. It aims to revitalizing neighborhoods through economic development, and educational and social programs. City Wide offers substantial workforce development and job placement services with companies willing to employ formerly incarcerated individuals, and will serve 50 individuals under the Pilot Program.

More than 70,000 formerly incarcerated individuals return home to Texas cities each year. Many of them lack the necessary skills to find and obtain employment. Nearly one-third of released men and women are re-incarcerated because of the lack of education and employment opportunities. Metroplex Economic Development Corporation and City Wide Community Development Corporation will combat

relapses in criminal behavior and reduce recidivism through wrap-around services and job placement.

An item will be placed on the City Council Addendum on August 10, 2016 to approve these contracts.

A.C. Gonzalez City Manager

c: Christopher D. Bowers, Interim 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
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Elsa Cantu, Assistant to the City Manager – Mayor & Council



DATE August 5, 2016

To The Honorable Mayor and Members of the Dallas City Council

SUBJECT Potential Changes to Stormwater Fees

The City has collected stormwater fees from property owners since 1991 that are billed as part of the water bill. In 2013, the City hired Raftelis to perform a Stormwater Fee Study in order to ensure that rates accurately reflect impervious area and follow guidelines to comply with stormwater regulations. The potential changes to stormwater fees was briefed to the Budget, Finance and Audit Committee in January and, again in June to full Council as part of the 2016/17 Budget Workshop #5: Budget and Overview & Update.

The fee study has been conducted and recommends a change to the way the City bills for Stormwater. The proposed rate change bills residences and businesses on actual impervious area (hard surface area), rather than a percentage of lot or parcel size. The new rate structure is in alignment with how other cities across the nation bill for stormwater and will be revenue neutral to the City of Dallas. Most customers will not see a significant change in their bills, however, some rates may increase or decrease. The new rate structure also requires changes to the stormwater ordinance, which will be presented as part of the ordinance updates for FY 17.

A website has been established to view the proposed fees for each parcel. Customers may view proposed rates by clicking on <a href="http://gis.dallascityhall.com/swfeefinder/">http://gis.dallascityhall.com/swfeefinder/</a> and entering their property address:

Attached you will find a bill insert explaining the proposed changes to the rates for Stormwater. This insert will be included in the Dallas Water Utilities billing during the month of August. Staff is available to discuss these changes with concerned customers and will be available during the Budget Town Hall meetings.

Please let me know if you have any questions.

Mark McDaniel

Assistant City Manager

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

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# POTENTIAL CHANGES TO YOUR STORMWATER FEES



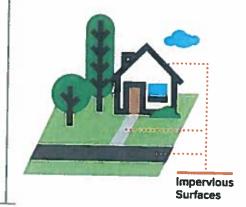
# The City is proposing to change the way that stormwater fees are calculated.

The current stormwater rate structure is based on the size of your lot. The proposed fee calculations will be based on measured impervious area (hard surface area) for each property. The impervious area is measured from the most recent aerial photographs.

The City has developed a website for you to look up your proposed stormwater fee and the amount of impervious area on your property. To view your proposed monthly fee, visit the Stormwater Fee Finder at www.WhereDoesItGo.com.

Most customers will not see a significant change in their bills. You can find your current stormwater fee here on your water bill:

WHAT IS IMPERVIOUS AREA? Impervious area is pavement, rooftop, and other hard surfaces that prevents or substantially impedes rain from soaking into the ground. Runoff from impervious area contains pollution and increases the chances of flooding.





#### Utilities And Services

Customer Name: JANE DOE Account Number: 100XXXXX Service Address: 1500 Marilla St.

| INVOICE SUMMARY                                 |                                   |
|---|-----------------------------------|
| Previous Balance                                | \$249.99                          |
| Payment(s) Balance Forward                      | (\$249,99)                        |
| Current Charges (See back page(s) Water Charges | \$0.00<br>for details)<br>\$30.36 |
| Sewer Charges                                   | \$33.18                           |
| Sanitation Charges                              | \$22.79                           |
| Storm Water Charges                             | \$5.17                            |
| Total Current Charges                           | \$91.50                           |
| Total Amount Due                                | \$91.50                           |

Publication Number: 15-16, 65

If the Dalias City Council approves the proposed stormwater rates, customers could see changes in their stormwater bills beginning October 1, 2016.

For more information on the current rate structure, please visit www.WhereDoesitGo.com.

For stormwater-related questions, please contact Water Customer Service at (214) 651-1441 or at WaterSpecialtyUnit@DallasCityHall.com.



DATE August 5, 2016

To The Honorable Mayor and Members of the City Council

SUBJECT Notifications of Animal Attacks with Serious Bodily Injury

A new process has been introduced to notify council members of cases of serious bodily injury from animal attacks. This memorandum outlines when and how you will be notified.

Sec. 822.001 of the Texas State Health & Safety Code regulates dogs that attack persons or are a danger to persons and states that:

"Serious bodily injury" means an injury characterized by severe bite wounds or severe ripping and tearing of muscle that would cause a reasonably prudent person to seek treatment from a medical professional and would require hospitalization without regard to whether the person actually sought medical treatment.

As a reminder, residents are instructed to call 9-1-1 whenever they or another person is or has been threatened or attacked by an animal. DPD responds to animal attacks in progress in the same way as shootings or stabbings.

When responding DPD officers witness injuries as described above, they will update the call to reflect an offense of serious bodily injury, and detectives are assigned to respond within an hour to initiate an investigation and gather evidence. The DPD deputy chief for the respective patrol bureau will notify the appropriate council member of the incident and provide available information. The goal is to provide this information within 8 hours of a reported incident.

Additionally, Dallas Animal Services [DAS] is dispatched to the scene for incidents involving serious bodily injury, transport of a victim for medical attention, and/or when the suspected animal(s) is loose and present to impound animals, issue citations, and/or advise victims of the dangerous dog affidavit process, as warranted. For bite/attack cases that do not cause serious bodily injury, DAS will investigate based on established call priorities and estimated response times.

Please let me know if you have questions.

Assistant City Manager

# DATE August 5, 2016

SUBJECT Notifications of Animal Attacks with Serious Bodily Injury

A.C. Gonzalez, City Manager
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DATE August 5, 2016

The Honorable Mayor and Members of the City Council

SUBJECT Dawson State Jail Update

#### DAWSON STATE JAIL FACTS

Address: 106 West Commerce Street

Built: 1995 Stories: 10

Land: 39,534 square feet

2016 DCAD Value: \$256,170

#### BACKGROUND

Texas Department of Criminal Justice (TDCJ) properties are examined and appraised once every four years; surplus properties are determined at that time.

- TDCJ facilities are undergoing appraisals at this time.
- A report will be published and released on September 1, 2016 with all of the TDCJ properties.
  - The report will include a recommendation for disposal of Dawson
  - The report will include an appraised value of Dawson
  - City will receive a copy of the report as soon as it is available
- The Governor will receive the report in October and will have 90 days to approve or deny the recommendation.
- Once the Governor approves, the General Land Office (GLO) will then decide how to dispose of the property.
- The property will be ready for disposal in January 2017, assuming the Governor approves the report.

#### **CURRENT DISCUSSIONS AND OPTIONS**

The City has the opportunity to control the sale and future use of the Dawson site by
either a) purchasing the building or b) soliciting a developer through a RFP/RFQ
process with the winning proposer to advance funds to the City (developer would
ultimately own and develop/redevelop the property).

Dawson State Jail Update August 5, 2016 Page 2 of 2

- Alternatively, staff could advise the GLO that it is not interested in a direct sale and the property would be publicly bid.
- The GLO's appraised value will affect the City's decision making and therefore we will not advise the GLO on a preferred direction until the value is known.

#### ADDITIONAL FACTS

- There is no parking associated with building. TDCJ owns only the .9 acre building site.
- H.B. 3438 was signed by Governor Perry in June 2009, authorizing the Texas Board
  of Criminal Justice to convey the Dawson State Jail property to the City of Dallas in
  exchange for comparable property but since Dawson State Jail has been fully
  vacated by the TDCJ, it has been determined that H.B. 3438 is no longer applicable
  (void).
- With the property's proximity to the levee, the USACE would likely have input on any new structure. Redevelopment concepts including residential tower and hotel were studied by Morris Architects and funded by the adjacent property owner.
- It is staffs' understanding that Senator West would like any action coordinated through his office and will want a community meeting.

Should you have any questions or concerns, please contact me at (214) 670-3296.

Ryan S. Evans

First Assistant City Manager

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c: A.C. Gonzalez, City Manager
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DATE August 5, 2016

TO Honorable Mayor and Members of the City Council

SUBJECT Homeless Encampment Closure Protocol

On August 3, 2016, the City Council received a briefing from the Homeless Commission. One of the mentioned documents was an encampment closure protocol.

Much of the draft document lists similar procedures as those used in the previous two closures. The resource assessment section recommends additional considerations before closing an encampment and the Commission recommends a 45-day timeframe before closing. Staff will be bringing this issue back to the City Council Housing Committee for further discussion.

Please contact me/ff you have additional questions.

Alan E. Sims

Chief of Neighborhood Plus

Attachment

A.C. Gonzalez, City Manager
Christopher Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
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#### **Evaluation and Action Guidelines for Clearing Homeless Encampment**

June 20, 2016
Cindy J. Crain, CEO and President
Metro Dallas Homeless Alliance

This document has been reviewed and amended in consultation with the Dallas Commission on Homelessness Unsheltered Homeless Subcommittee on June 20, 2016.

These guidelines detail the proposed process for evaluation and appropriate action in response to an encampment of persons experiencing homelessness within the Dallas city limits. The guidelines are developed to establish cooperative responses to unsheltered homeless by city officials and the emergency homeless response system.

These guidelines are built with the acknowledgment that the experience of extreme poverty and associated housing barriers is the contributing factor to a person spending the night in an outdoor place not meant for human habitation. The subjects of encampment clearing decisions will meet the HUD definition of unsheltered homelessness. The basis of these guidelines is to, at every possible stage, respond first and foremost to addressing the extreme poverty and homelessness condition that has resulted in a concentrated area presenting with serious observable threats to public health and safety.

#### **Identification of Encampment Site for Evaluation for Clearing**

The City of Dallas 311 system currently is used to identify concerns and locations related to unsheltered homeless. These calls are typically routed to the Dallas Police Department Crisis Intervention Unit following existing protocols (See attached CIU Operational protocol). Each occasion is triaged with available resources to resolve the complaint.

When a location begins to exhibit signs of threats to public health and safety concerns as determined by either a City of Dallas department head or homeless service provider leadership, the Crisis Intervention Unit in cooperation with MDHA or an assigned Street Outreach Provider, will develop an encampment profile document. The profile may include:

- A map, description and ownership information of the geographic area/property
- Relevant 311/911 call logs and police reports
- Population census and basic demographic information of encampment residents
- Case management assessments of encampment residents
- Photos, descriptions or other information related to public safety or public health observed in the area

The Encampment Profile will be presented for review to the Encampment Evaluation Team to determine a planned response. The Encampment Evaluation Team will include representation from:

- Housing and Community Services Department
- Dallas Police Department
- Dallas Fire and Rescue
- City Attorney
- Streets and Public Works Department
- MDHA and Street Outreach Providers

The Encampment Evaluation Team will recommend the course of action necessary to appropriately abate the property, public health and/or safety concerns. The scale of the recommended response may include only the provision of limited services and/or case management, to a full encampment closure including notice to vacate, clearing and securing of the area.

#### **Encampment Closure Process**

If the Encampment Evaluation Team determines that the site should be responded to with a full closure, the process should follow the following stages:

#### A. Resource Assessment Stage

- Comprehensive evaluation of staffing and housing resources to provide adequate services
  to the persons in the encampment. Before the encampment closure process is to begin,
  the City of Dallas and MDHA must be able to acquire a minimum threshold amount of
  resources dedicated to the encampment:
  - o full-time case management services of at least one case manager for every ten households within the encampment area
  - o identification of available shelter and housing for no less than 50% of the verified encampment population households
  - Flexible Assistance Funds of at least \$500 per person for 50% of the verified encampment population
- Comprehensive evaluation of legal, staffing, clean-up, and security resources necessary to close the encampment.

Once the resources necessary to properly respond to the population are identified and committed to the encampment closure, the Encampment Evaluation Team will meet and establish the closure timeline. The timeline will include:

#### **B.** Notice of Closure Stage

- Development of a 45 day Encampment Closure Plan detailing proposed actions and timeline for
  providing case management and housing access services to the persons at the site, actions and
  timelines to provide notice, clearing and securing the site. Because many persons who are
  experiencing homelessness may be recipients of mainstream benefit income such as SSI/SSDI,
  Social Security or Veterans benefits which commonly are paid on the first or third day of the
  month, the closure plan should consider closure dates that fall within the first week of the
  month to increase the opportunities to make these funds available as part of an individual's
  housing plan.
- Written Notice of Closure of 45 days' notice distributed to area residents, and repeat notices distributed bi-weekly in case of new residents moving into
- Intensive case management and housing services
- Weekly Encampment Closure Team progress briefings and population report
- First written Notice to Vacate distributed to encampment residents within seven days of closure
- Second written Notice to Vacate distributed to encampment residents within three days of closure
- Intensive outreach, case management and other support services to residents over final 48 hours prior to closure.
- Closure of encampment to residents and case managers and conduct site cleanup and clearing.
- Secure site.

All aspects of service and resource provision, notification and property handling will be conducted with the goal to minimize conflict and trauma. Encampment closure success will be defined when the process involves no citations or arrests and at least 50% of the encampment residents are relocated to shelter or housing.

#### C. Emergency Amendments to an Encampment Closure Plan/Timeline

At any point during the encampment closure process, the City of Dallas may have the discretion to expedite or extend closure because of unforeseen emergency conditions related to public health and safety or unanticipated loss of encampment closure resources.



DATE August 5, 2016

To Honorable Mayor and Members of the City Council

Environmental Impact and Public Acquisition Report Agenda Item #83, August 10, 2016 – Fill Permit 15-07

Fill Permit 15-07 involves reclamation of 8.08 acres of the current 10.9 acres of floodplain on this property near Elm Fork of Trinity River. The purpose of the floodplain removal is for a Scrap Metal Processing facility.

A neighborhood meeting was held on June 14, 2016. There were no citizens present, and there has been 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 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.

Mark McDaniel

Assistant City Manager

c: A.C. Gonzalez, City Manager Christopher D. Bowers, Interim 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
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DATE August 5, 2016

To Honorable Mayor and Members of the City Council

Environmental Impact and Public Acquisition Report
Agenda Item #84, August 10, 2016 – Fill Permit 16-03

Fill Permit 16-03 involves reclamation of 0.0988 acres of the current 0.123 acres of floodplain on this property near Elm Fork of the Trinity River. The purpose of the floodplain removal is for construction of a restaurant.

A neighborhood meeting was held on July 14, 2016. There were two citizens present, and there has been 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 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.

Mark McDaniel

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DATE: August 5, 2016

TO: Honorable Mayor and Members of the City Council

SUBJECT: City License Applications

Attached is a list of the most recent Dance Hall and/or Sexual Oriented Business applications received for the week of July 25 – 29, 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 <a href="mailto:lisette.rivera@dpd.ci.dallas.tx.us">lisette.rivera@dpd.ci.dallas.tx.us</a> should you need further information.

Eric D. Campbell Assistant City Manager

[Attachment]

cc: A.C. Gonzalez, City Manager Christopher D. Bowers, (I) City Attorney Craig D. Kinton, City Auditor Rosa A. Rios, City Secretary Daniel F. Solls, Administrative Judge Ryan S. Evans, First Assistant City Manager Jill A. Jordan, P.E., Assistant City Manager

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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

# Weekly License Application Report

July 22, 2016 - July 29, 2016

| <b>BEAT</b> | DIST. | NAME OF BUSINESS       | ADD   | RESS            | <b>LICENSE</b>      | <b>STATUS</b> | LATE HOUR | <b>DATE</b> | APPLICANT                |
|-------------|-------|------------------------|-------|-----------------|---------------------|---------------|-----------|-------------|--------------------------|
| 153         | 2     | CAFÉ SALSERA           | 2610  | ELM STREET      | DH-CLASS A          | NEW           | NO        | 7/27/2016   | CHAN, WILSON,<br>WAISUEN |
| 514         | 2     | NEW FINE ARTS          | 1720  | W MOCKINGBIRD   | SOB-<br>BOOKSTORE   | RENEWAL       | NO        | 7/27/2016   | HARTSTEIN, GARY          |
| 153         | 2     | RED LIGHT LOUNGE       | 2911  | MAIN STREET     | DH-CLASS A          | RENEWAL       | NO        | 7/27/2016   | NEDLER, DONALD           |
| 725         | 5     | KLIFF KLUB             | 5250  | SINGING HILLS   | DH-CLASS A          | RENEWAL       | NO        | 7/27/2016   | FRAZIER, WILLIAM         |
| 514         | 6     | THE PALM CABARET       | 3094  | N. STEMMONS FWY | DH-CLASS A          | NEW           | NO        | 7/27/2016   | BOYD, DAVID              |
| 233         | 9     | NEW FINE ARTS - SHILOH | 12045 | SHILOH          | SOB-<br>BOOKSTORE/V | RENEWAL       | NO        | 7/27/2016   | RADNITZ, PAUL            |

License Definitions: DH - Class "A" -Dance Hall - Dancing Permitted 3 Days Or More A Week

DH - Class "B" Dance Hall - Dancing Permitted Less Than Three Days a Week

DH - Class "C"Dance Hall - Dancing Scheduled One Day At A Time

DH - Class "E" Dance Hall - Dancing Permitted Seven Days A Week for Persons Age 14 through Age 18 Only

LH - Late Hours Permit - Can Operate A Dance Hall Until 4:00

BH - Billiard Hall - Billiards Are Played

SOB - Sexually Oriented Business - Adult Arcade / Adult Book/Video Store / Adult Cabaret / Adult

Adult Theater / Escort Agency / Nude Model Studio

Monday, August 01, 2016

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