

Memorandum



CITY OF DALLAS

DATE August 31, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Responses to Questions on Proposed FY 2020-21 Budget (Fourth Set)**

1. What is the total amount needed to address the need for Broadband compared the amounts spent in CRF and proposed for ARPA? (Equity and Inclusion)

The estimated costs to fund a fiber ring, a fixed wireless network, and implement digital equity initiatives are between \$100 to 110 million over the course of 5 years. The City would utilize \$40 million in ARPA funds.

Recommendation	Initial Investment	Ongoing Costs
1. Fiber Back Bone – 180-mile Ring	\$25,000,000	\$2,000,000
3. Digital Equity Initiatives <ul style="list-style-type: none"> • Digital Navigators Program • Subsidy Support Program 	\$1,000,000 \$289,600	\$1,000,000 \$264,600
SUB TOTAL	\$26,289,600	\$3,264,600
2. Fixed Wireless Infrastructure-Scenario 5	\$56,156,064	\$8,424,700
TOTAL	\$82,445,664	\$11,689,300

The City and its partners are scheduling a facilitated workshop to advance plan development and fiscal responsibilities. The City expended \$8.8 million of CARES Act funding to fund the following:

Project/Initiative	Department	Cost
Digital Navigators	E&I - Resilience	\$110,000
Strategic Engineering Consultant	E&I - Resilience	\$250,000
Private Cellular Network (DISD)	E&I - Resilience	\$500,000
Small Cell Integrated Streetlight Poles and Fiber Projects	Information & Technology Services	\$500,000
Texas Education Agency Matching Funds	E&I - Resilience	\$835,400
Hardware Purchase	Dallas Public Library	\$1,860,000
Fiber Optic/Wireless Broadband Network	Public Works	\$2,800,000
Streetlight/Smart Poles	Transportation	\$2,800,000
TOTAL AMOUNT		\$8,855,400

For further information, please refer to the August 4 briefing to City Council on the City's broadband and digital equity strategic plan, which can be found [here](#).

2. How many Dallas Animal Services (DAS) employees need a rabies vaccine? It’s budgeted at \$47,000. Could health insurance cover this for specialized employment, such as work with animals?

\$47,000 will vaccinate approximately 40 staff members over the course of a year. Health insurance could cover this, though the guidance DAS has received is that not all employees opt-in to the City of Dallas’ health benefit, and it may become an issue of equity. The suggestion of a stipend has been raised. DAS is open to finding the most efficient, equitable, and economical way to provide this support to staff.

3. Is vaccinating against rabies a standard practice in municipal Animal Services departments?

[CDC guidelines](#) state that “people at high risk of exposure to rabies should be offered pre-exposure rabies vaccination, including: Veterinarians, animal handlers, and veterinary students.” DAS surveyed surrounding Metroplex animal services departments to understand and be comparative to standard practice in our field and area.

City	Do you pay for rabies vaccines for your staff?	Which staff are vaccines offered to?	Vaccine Administration	Is vaccination mandatory?
Weatherford	Yes	All staff	Purchase through Walgreens and administer through store pharmacy.	Yes
Lewisville	Yes	All full time staff	Contract with Concentra	No
Denton	Yes	All staff	Employee health clinic	Yes
Cleburne	Yes	All staff	Risk Mgmt orders vaccines, administered by FD or EMTs.	No
Collin (County)	Yes	All full time staff	Employee health clinic	Yes, for full time
Arlington	Yes	All staff	Contract with Concentra	No
Plano	Yes	All staff	Contract with Concentra	Yes
Richardson	Yes	Any staff who may come in contact with high risk animals	Garland Health Department	Yes

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4. Please provide justifications for the WRR credit card charges and outside temps staffing line items.

Credit card charges are Bank of America credit card transaction fees incurred by accepting credit cards for fees charged. When private WRR advertisers such as the Symphony or DalWorth Duct Cleaning pay by credit card, we are charged a percentage of the total by the credit card companies as a processing fee. This is lower than budget in FY 20 since WRR's revenue is lower than budget, approximately \$1.3 million vs. \$1.8 million budget. We do not charge these fees to other departments as departments do not pay by credit card, but rather by internal billing systems.

In regards to outside temp staffing, we are trying to decrease salaries and replace with temp/contract workers based on a forecasted retirement but have to budget both for overlap and then project overall savings once that transition is complete. It would result in net savings in FY22 and in future years for WRR, and is part of ongoing cost containment tactics.

5. Provide more information about the Small Business Center including the budget and positions for each of the three divisions as well as comparisons to how the new Center was modeled against other cities. Specifically, how much staffing and funding will the BUILD, BRAIN, and the Small Building Center each have? What is included within the budget to address the Entrepreneurship task force recommendations?

The Small Business Center (SBC) will provide dedicated resources designed to assist small emerging firms to increase opportunities by navigating through Dallas' business and economic ecosystems. By working with existing and new partnerships within the ecosystem, the SBC will facilitate strategic business guidance, serve as a resource arm, and bring together the City's business diversity, workforce development, and entrepreneurship support related activities to champion the growth and development needs of small businesses in Dallas. The SBC will convene and leverage existing external efforts underway to address challenges impacting workforce readiness, capacity building of minority, women, and veteran-owned businesses, business startups and retention strategies, and residents' re-entry services.

The City Manager's Proposed FY21/22 General Fund Budget includes a total of 16 positions (transferred from the Office of Economic Development) for the SBC. As part of the proposed structure for the SBC, the existing assistant director position will be reclassified to a director level position to oversee the center. Dedicated project managers will lead the following three divisions:

- Business Diversity (total of 5 positions)
- Workforce (total of 5 positions)

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- Entrepreneurship (total of 5 positions formerly allocated to the B.U.I.L.D. program)

The newly formed Entrepreneurship Division will focus specifically on developing, building, and growing entrepreneurs in alignment with the Mayor’s Task Force on Innovation and Entrepreneurship. This team will focus on the following services:

- Staff liaisons (two positions) to support local entrepreneurial talent with a focus on business incubation, creativity, and innovation
- Venture capitalist liaison (1 position) to work with private partners in the Dallas Startup Ecosystem to establish public private partnerships that support small businesses throughout their life cycle
- Staff liaison (1 position) for outreach to small businesses and alignment of internal and external resources to provide startup support critical for the success of Dallas’ small businesses. This will also include working in coordination with minority chambers of commerce, trade associations, and other small business resource organizations.

To support the SBC, we have an overall total budget of \$7.7 million. The City Manager’s Proposed FY21/22 General Fund Budget includes a total of \$2.4 million which includes staff and operating expenses. In addition, we have a total of \$5.3 million allocated to the SBC from other non-General Fund sources to support small businesses. Please see the following breakdown of funding:

General Fund	Amount	Use of Funds
Reentry Services	\$500,000	Workforce reentry programming to support job training services
Fresh Start	\$230,000	Includes 2 staff positions and \$68K operating expenses
Non-General Fund	Amount	Use of Funds
CBDG Workforce Funding	\$2,900,000	Workforce development contracts with third parties to provide job skills training services
Public and Partnership Fund – move to SBC October 1 st .	\$137,000 (includes balance from FY21 funding, new funding approved by City Council, 8/25/21)	Workforce development contract with Oak Cliff Empowerment (DBA Oak Cliff Works) to provide healthcare training in partnership with Dallas College.
Southern Dallas Investment Fund (included in the 2017 Proposition I Bond Funds)	\$2,300,000	Grants to support small businesses related to capital expenditures.
Seed funding to support entrepreneurship (ARPA Funds)	\$250,000	Public match to support the recommendations of the Mayor’s Taskforce on Innovation and Entrepreneurship

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As it relates to the Dallas Business Resource and Information Network (BRAIN) program, launched in 2005, the BRAIN has served as a collaboration of the Office of Economic Development and the Dallas Public Library to provide training and a website with resources and tools for small businesses. Currently, there is a private fund of \$66,000 held at the Communities Foundation of Texas to cover the expenses associated with maintaining the website. In the coming weeks, we will evaluate the BRAIN and determine the best approach for the program under the SBC.

By September 15, we hope to start the recruitment/appointment process for a director that will allow us to stand up the Center shortly after October 1. Shortly after getting a director on board, we will advertise the vacant project manager positions to staff the workforce and entrepreneurship teams.

6. Explain the difference between the Dallas Police Department major budget item on page 227 and the amount funded in overtime on page 229?

The major budget items in the budget document provide a summary of major budget items and are not intended to reconcile the year-over-year variances in each expense object. The major budget item on page 227 reflects a net increase in overtime of \$3,775,450. The FY22 overtime budget on page 229 reflects an increase of \$5,624,345 compared to FY21. Please note, the FY22 planned budget from last summer was \$2,258,278 higher than the FY21 budget.

	Budget
FY21 Approved	17,284,425
FY22 Planned	19,542,703
FY22 Proposed	22,908,770

We will continue to answer questions we receive on a rolling basis. If you need additional information, please contact me or Jack Ireland, Director of Budget & Management Services.



M. Elizabeth Reich
Chief Financial Officer

- c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff
- Jon Fortune, Assistant City Manager
Majed A. Al-Ghafry, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors