

# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **December 9, 2020 City Council FINAL Agenda - Additions/Revisions/Deletions**

On November 20, 2020, a DRAFT City Council Agenda for December 9, 2020 was provided for your review. This memo outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda.

Additional items and deletions to the DRAFT agenda are outlined below, including *revisions* to the FINAL agenda are underlined in blue and *deletions* are strikethrough in red. A brief explanation for revisions along with staff's contact information is provided.

## **Additions:**

70. 20-2367 Authorize the **(1)** deposit of the amount awarded by the Special Commissioners in the condemnation proceedings styled City of Dallas v. Clams Casino LLC, et al., Cause No. CC-20-02647-A, pending in Dallas County Court at Law No. 1, to acquire a total of approximately 2,257 square feet of land in Dallas County for the Lower Eastbank Interceptor Project; and **(2)** settlement of the condemnation proceeding for an amount not to exceed the award - Not to exceed \$72,435.00, increased from \$104,565.00 (\$101,565.00, plus closing costs and title expenses not to exceed \$3,000.00) to \$177,000.00 (\$172,000.00 being the award, plus closing costs and title expenses not to exceed \$5,000.00) - Financing: Wastewater Utilities Capital Construction Fund
71. 20-2370 Authorize a contract with Center Operating Company, L.P. to cover previously unbudgeted costs of necessary expenditures incurred due to the Coronavirus Disease 2019 pandemic for protective supplies and retrofitting under the Coronavirus Aid, Relief, and Economic Security Act for the American Airlines Center - Not to exceed \$600,000.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
72. 20-2346 Authorize an Interlocal Agreement between the City of Dallas and the City of Irving for sharing of radio communications sites - Financing: No cost consideration to the City
73. 20-2320 Authorize acquisition from Hotel Miramar, LLC, of approximately 35,133 square feet of commercially improved land located near the intersection of Fort Worth Avenue and North Plymouth Road for the COVID-19 Supportive Housing Project - Not to exceed \$3,518,000.00 (\$3,500,000.00, plus closing costs and title expenses not to exceed \$18,000.00) - Financing: U.S. Department of Treasury - Coronavirus Relief Funds

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74. 20-2333 Authorize acquisition from Sunstone Group, Inc., of approximately 72,032 square feet of commercially improved land located in Collin County for the COVID-19 Supportive Housing Project. - Not to exceed \$6,630,000.00 (\$6,600,000.00, plus closing costs and title expenses not to exceed \$30,000.00) - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
75. 20-2369 Authorize an emergency construction services contract with Schneider Electric Buildings Americas, Inc. for the City Hall Data Center Power Distribution Units Upgrade located at 1500 Marilla Street - Not to exceed \$454,126.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
76. 20-2368 Authorize **(1)** an emergency Resident Necessities Assistance Program (Program) as described in **Exhibit A**, in an amount up to \$800,000.00 in Coronavirus Relief Fund (CRF) funding, to provide basic necessities to residents adversely impacted by the 2019 Novel Coronavirus Disease; **(2)** acceptance of donations to the Program; **(3)** increase appropriations for the Coronavirus Relief Fund for interest accrued in the amount up to \$800,000.00, from \$234,443,127.60 to \$235,243,127.60; and **(4)** purchases and/or execution of all documents and agreements necessary to implement the Program, including but not limited to agreements to administer the Program - Not to exceed \$800,000.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
77. 20-2377 Authorize the **(1)** ratification of \$314,800.00 to pay outstanding invoices due to Couture Hotel Corporation dba Wyndham Garden Dallas North for hotel lodging services due to COVID-19; **(2)** execution of a contract with Couture Hotel Corporation dba Wyndham Garden Dallas North for ongoing services in an amount up to \$253,000.00 - Total not to exceed \$567,800.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
78. 20-2378 Authorize the **(1)** ratification of \$304,150.00 to pay outstanding invoices due to Vishwanath Hotels, LLC for temporary hotel sheltering and services related to COVID-1; and **(2)** execution of a contract with Vishwanath Hotels, LLC for ongoing services in an amount up to \$175,350.00 - Total not to exceed \$479,500.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
79. 20-2379 Authorize the ratification of \$403,475.76 to pay outstanding invoices due to Family Endeavors, Inc. dba Endeavors for homeless shelter and dormitory management services related to COVID-19 - Not to exceed \$403,475.76 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds
80. 20-2332 Authorize the Park & Recreation Department to provide interim funding to compensate Dallas Zoo Management to continue operations at the Children's Aquarium located at 1462 First Avenue in Fair Park for a period of six months - Not to exceed \$300,000.00 - Financing: Council District 7 Equity Fund

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**Revisions:**

7. 20-2252 An ordinance amending Chapter 42A, “Special Events; Neighborhood Markets; Dallas Farmers Market Farmers Market; Streetlight Pole Banners,” of the Dallas City Code for the purpose of **(1)** extension of the temporary parklet program provisions until April 30, 2021; **(2)** creating a pilot program entitled “Street Seats” that will allow for private or public parklet options and the use of up to two curbside parking spaces; **(3)** definitions of “Street Seats”; **(4)** fees; **(5)** providing a penalty not to exceed ~~\$500.00~~ [\\$2,000.00 for a violation governing fire safety, zoning, or public health and sanitation](#); **(6)** providing a saving clause; **(7)** providing a severability clause; and **(8)** providing an effective date - Estimated Annual Revenue: Convention and Event Services Fund \$9,500.00 (see Fiscal Information for further details)

**This Subject was updated to clarify the highest applicable penalty fee. Please contact Rosa Fleming, Director at 214-939-775 for more information.**

58. 20-2331 Authorize a personal services contract with Andrea McWilliams for state legislative and information related services for the period December 9, 2020 through October 31, 2021 - Not to exceed \$50,000.00 - Financing: General Fund

**This item is being revised to include the vendor number in the Resolution. Please contact Christopher Caso, City Attorney at 214-670-1333 for more information.**

59. 20-2329 Authorize a personal services contract with Kwame Walker for state legislative and information related services for the period December 9, 2020 October 31, 2021 - Not to exceed \$50,000.00 - Financing: General Fund

**This item is being revised to add name of entity for payment processing purposes. Please contact Christopher Caso, City Attorney at 214-670-1333 for more information.**

60. 20-2328 Authorize a personal services contract with Lorena Campos for state legislative and information related services for the period December 9, 2020 through October 31, 2021 - Not to exceed \$50,000.00 - Financing: General Fund

**This item is being revised to add name of entity for payment processing purposes. Please contact Christopher Caso, City Attorney at 214-670-1333 for more information.**

61. 20-2330 Authorize a personal services contract with Randy C. Cain for state legislative and information related services for the period December 9, 2020 through October 31, 2021 - Not to exceed \$50,000.00 - Financing: General Fund

**This item is being revised to add name of entity for payment processing purposes. Please contact Christopher Caso, City Attorney at 214-670-1333 for more information.**

64. 20-2243 Authorize [the \(1\)](#) approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2)(E) of the

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Internal Revenue Code of 1986, as amended (“Code”), of the issuance of multifamily residential mortgage revenue bonds (“Bonds”) issued by the City of Dallas Housing Finance Corporation (“[DHFC](#)” or “[Issuer](#)”) in one or more series of tax-exempt bonds in an amount not to exceed \$40,000,000.00; proceeds of the Bonds will be loaned to Ridgecrest Terrace, LP to finance a portion of the cost for the acquisition of land and rehabilitation of 250 existing units for an affordable multifamily complex to be known as the Ridgecrest Terrace Apartments and located at 526 South Walton Walker Boulevard, Dallas, Texas 75211 (“Development”); a public hearing with respect to the Bonds and the Development was held on October 28, 2020, after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code; [and \(2\) approval of the bond issuance and the use of the bond proceeds by the DHFC to finance the construction of the Development](#) - Financing: No cost consideration to the City  
**This item is being revised to add language for clarity. Please contact Kyle Hines, Interim Assistant Director at 214-670-4942 for more information.**

65. 20-2244 Authorize [the \(1\)](#) approval of the City Council of the City of Dallas, to act as the applicable elected representative, as defined by Section 147(f)(2)(E) of the Internal Revenue Code of 1986, as amended (“Code”), of the issuance of multifamily residential mortgage revenue bonds (“Bonds”) issued by the City of Dallas Housing Finance Corporation (“[DHFC](#)” or “[Issuer](#)”) in one or more series of tax-exempt bonds in an amount not to exceed \$50,000,000.00; proceeds of the Bonds will be loaned to LDG The Ridge at Lancaster, LP to finance a portion of the cost for the acquisition of land and new construction of units for a mixed-income multifamily complex to be known as the Ridge at Lancaster and located at 5995 Crouch Road, Dallas, Texas (“Development”); a public hearing with respect to the Bonds and the Development was held on October 28, 2020, after reasonable public notice was published in a newspaper of general circulation in the City of Dallas all in compliance with Section 147(f) of the Code; [and \(2\) approval of the bond issuance and the use of the bond proceeds by the DHFC to finance the construction of the Development](#) - Financing: No cost consideration to the City  
**This item is being revised to add language for clarity. Please contact Kyle Hines, Interim Assistant Director at 214-670-4942 for more information.**

**Deletions:**

54. 20-2110 Authorize a loan application to the Texas Water Development Board for low cost financial assistance through the Drinking Water State Revolving Fund in an amount up to \$130,000,000.00 to fund the construction of Dallas Water Utilities’ Elm Fork Filter Improvements Project - Financing: No cost consideration to the City  
**This item is being deleted following notification from the Texas Water Development Board that they will not be able to provide low cost financial assistance for this project during the State Fiscal Year 2021. Please contact Matt Penk, Assistant Director, at 214-671-9560 for more information.**

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Thank you for your attention to these changes. If you have any questions, please contact Kimberly Bizzor Tolbert, Chief of Staff at 214-670-3302.



T. C. Broadnax  
City Manager

- c:
- |   |  |
|---|--|
| Chris Caso, City Attorney                                   | Jon Fortune, Assistant City Manager  |
| Mark Swann, City Auditor                                    | Joey Zapata, Assistant City Manager  |
| Biliera Johnson, City Secretary                             | Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services |
| Preston Robinson, Administrative Judge                      | M. Elizabeth Reich, Chief Financial Officer                                  |
| Kimberly Bizzor Tolbert, Chief of Staff to the City Manager | M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion            |
| Majed A. Al-Ghafry, Assistant City Manager                  | Directors and Assistant Directors  |

# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Members of the Quality of Life, Arts & Culture Committee

SUBJECT **Update on Government Alliance on Race and Equity (GARE) Innovation and Implementation Grant to the Office of Arts and Culture**

On September 23, 2020, City Council authorized the acceptance of a \$15,000 grant from the Government Alliance on Race and Equity (GARE) *Summer 2020 Innovation and Implementation Fund*. The City of Dallas was one of six jurisdictions nationwide selected for this grant to support pilot projects in public sector partnerships with artists and cultural workers to shape racially equitable public policy and develop and implement inclusive narratives that advance racial justice.

In partnership with the Office of Equity and the Department of Code Compliance, the Office of Arts and Culture (OAC) has developed a pilot project to transform a vacant lot in southern Dallas into a community sculpture garden and gathering place, in partnership with local artists, students, and the surrounding neighborhood. This project will pilot an artistic solution to the first recommendation from the Mayor's Task Force on Safe Communities, which was to remediate blighted buildings and abandoned lots in high-violence locations.

To select a site, Code Compliance identified 10 vacant, City-owned lots in the most vulnerable zip codes as indicated in the City's Equity Impact Assessment Table. The joint OAC and Code Compliance team visited the lots and assessed opportunity for impact based on lot potential for transformation, potential neighborhood partners, and community characteristics, including proximity to other City facilities, multi-family and single-family residences, and historic cultural services concentration.

Following this process, the City-owned lots at 6307 and 6309 Carlton Garrett Street in Bonton (Council District 7) was selected by the cross-departmental team for this pilot. The demographics of this Census Block Group (011500-3) are: 22% seniors, 25% youth, 47% Hispanic, 43% Black, and the median household income is \$31,000, or approximately 30% below the median household income in the City of Dallas.

The OAC and Code Compliance team are currently refining scopes for artists and lot remediation vendors for the site, with a call for artist entries planned in the next two months. The parties involved will work in partnership with the neighborhood and local students to remediate the lot as well as collaboratively imagine and create the artwork. Project completion is projected for Summer 2021.

Concurrent with this pilot, OAC and Code Compliance will codify learnings, report out through GARE symposia, and assess internal and external funding sources to create a scalable model that can be used in other neighborhoods across Dallas.

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SUBJECT **Update on Government Alliance on Race and Equity (GARE) Innovation and Implementation Grant to the Office of Arts and Culture**

Please contact me if you have any questions.



Joey Zapata  
Assistant City Manager

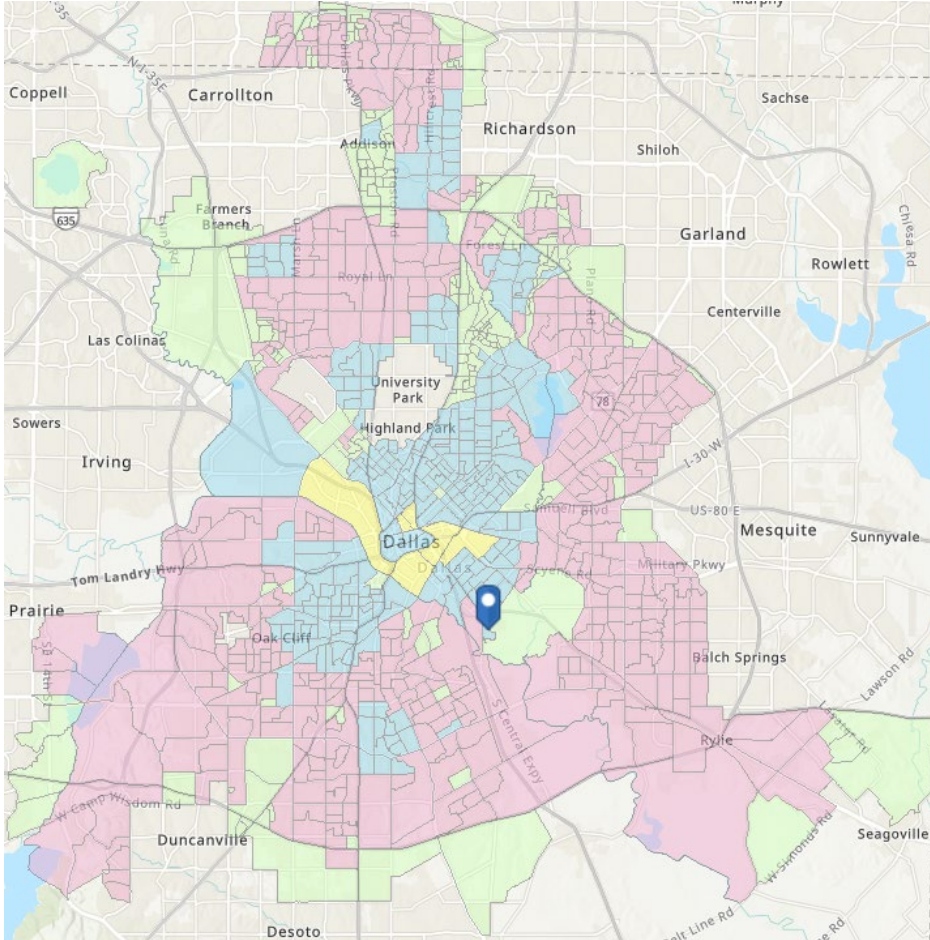
c: Honorable Mayor & City Council  
T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

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SUBJECT **Update on Government Alliance on Race and Equity (GARE) Innovation and Implementation Grant to the Office of Arts and Culture**

Map and image of lots at 6307 and 6309 Carlton Garrett Street



Dallas Cultural Plan 2018  
Neighborhood Typologies

- Urban Core
- Mixed Urbanism
- Residential Arts
- Non Traditional





# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item: COVID-19 Resident Necessities Assistance Program (Operation Pitter Patter)**

The Mayor and City Council Office, the Office of Community Care, and the Office of Equity and Inclusion are partnering to provide essential needs to families impacted by COVID-19. On December 9, 2020, City Council will consider the following agenda item, authorizing the program:

**Item 20-2368:** Authorize **(1)** an emergency Resident Necessities Assistance Program (Program) as described in **Exhibit A**, in an amount up to \$800,000.00 in Coronavirus Relief Fund (CRF) funding, to provide basic necessities to residents adversely impacted by the 2019 Novel Coronavirus Disease; **(2)** acceptance of donations to the Program; **(3)** increase appropriations for the Coronavirus Relief Fund for interest accrued in the amount up to \$800,000.00, from \$234,443,127.60 to \$235,243,127.60; and **(4)** purchases and/or execution of all documents and agreements necessary to implement the Program, including but not limited to agreements to administer the Program - Not to exceed \$800,000.00 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds

*Operation Pitter Patter* will provide essential supplies to women, infants and seniors, including but not limited to diapers, formula and distilled water. COVID-19 has also led caregivers to make difficult choices, forcing greater numbers of women into “period poverty.” Operation Pitter Patter will also provide feminine and senior hygiene products.

Through the COVID-19 relief program, Resident Necessities Assistance Program, in the Office of Community Care, the Mayor and City Council Office anticipates working with non-profit organizations within each Council District to distribute supplies, targeting ZIP codes heavily impacted by COVID-19. Recipients will be required to pre-register prior to the planned distribution events to self-certify they have been impacted by COVID-19.

The Mayor and City Council Office and the Office of Community Care have worked closely with the Office of Equity and Inclusion, the Office of Procurement Services, Budget Management Services and the City Attorney’s Office to identify needs and equitably appropriate resources.

Pending City Council action, the Communications, Outreach and Marketing Office will provide City Council Districts social media infographics in English and Spanish for public information.

DATE December 4, 2020

SUBJECT **Upcoming Agenda Item: COVID-19 Resident Necessities Assistance Program (Operation Pitter Patter)**

Should you have any questions, please contact Carrie Rogers, Director of the Mayor and City Council Office, or Jessica Galleshaw, Director of the Office of Community Care.



Kimberly Bizer Tolbert  
Chief of Staff to the City Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Jon Fortune, Assistant City Manager

Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Temporary Suspension of Encampment Resolution Efforts**

Following CDC protocols, The Dallas Police Department, Office of Homeless Solutions and City contracted vendors have jointly decided to temporarily suspend encampment resolution efforts in the month of December.

The OHS Street Outreach teams will continue to engage with persons experiencing homelessness, following all current COVID-19 protocols and procedures, to provide proactive clean-up and connections to resources and shelter. OHS will continue to monitor, assess and provide sanitary products to known encampment locations to limit the potential spread and effects of COVID-19. At present, the Office of Homeless Solutions have seen a major surge in COVID-19 cases from persons that are experiencing unsheltered homelessness.

The current CDC guidance for encampment service is:

- If individual housing options are not available, allow people who are living unsheltered or in encampments to remain where they are.
  - Clearing encampments can cause people to disperse throughout the community and break connections with service providers. This increases the potential for infectious disease spread.
- Encourage those staying in encampments to set up their tents/sleeping quarters with at least 12 feet x 12 feet of space per individual.
  - If an encampment is not able to provide sufficient space for each person, allow people to remain where they are but help decompress the encampment by linking those at increased risk for severe illness to individual rooms or safe shelter.
- Work together with community coalition members to improve sanitation in encampments.
- Ensure nearby restroom facilities have functional water taps, are stocked with hand hygiene materials (soap, drying materials) and bath tissue, and remain open to people experiencing homelessness 24 hours per day.
- If toilets or handwashing facilities are not available nearby, assist with providing access to portable latrines with handwashing facilities for encampments of more than 10 people. These facilities should be equipped with hand sanitizer (containing at least 60% alcohol)

The OHS Service Request dashboard can be utilized to track the encampment status in the City.

DATE December 4, 2020  
SUBJECT **Temporary Suspension of Encampment Resolution Efforts**

Councilmembers, Staff and Residents can access the dashboard using the link below:  
<https://dallasgis.maps.arcgis.com/apps/opsdashboard/index.html#/ccd41f0d795f407a94ae17e2c27bf073>.

If you have any questions about the encampment resolution process or the dashboard please contact Kevin Oden, Interim Director, Office of Homeless Solutions.



Kimberly Bizer Tolbert  
Chief of Staff

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
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Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for December 9, 2020 Council Agenda**

It is the mission of the Office of Economic Development Business and Workforce Inclusion division to ensure non-discriminatory practices and eliminate barriers while resourcing businesses to the next step in their business life cycle. The policy of the City of Dallas is to use certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City’s construction, procurement, and professional services contracts. For your information, staff is providing you with the summary below of M/WBE participation for the voting items scheduled for the December 9, 2020 City Council Agenda. The total contract award amount, consisting of 34 agenda items, is \$230.5M. **M/WBE is applicable to 22 of the 34 agenda items. For these items, construction and architecture and engineering items total \$161M with an overall M/WBE participation of \$51.1M or 31.77%, while goods and services items total \$46.5M with an overall M/WBE participation of \$11.3M or 24.25%.**

As a reminder, the NEW M/WBE goals are:

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
34.00%	32.00%	38.00%	N/A	32.00%

## DALLAS FIRST

Below is a summary of local business for primes and subs as well as the workforce utilization for prime contractors. In addition to the local information provided below, you can find the local status for each prime contractor under the M/WBE information section of the agenda information sheet. Also, the local status for each prime contractor and the percentage of local workforce is included in the agenda information sheet.

## Local Business

This agenda consists of 34 agenda items being awarded to multiple prime contractors and subcontractors. This agenda has a total of 57 M/WBE subcontractors. 25 or 43.86% of the M/WBE subcontractors are local. The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors.

Vendor	Local		Dallas County		Non-Local		Total
Prime	24	39.34%	1	1.64%	36	59.02%	61
M/WBE Sub	25	43.86%	1	1.75%	31	54.38%	57

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SUBJECT **M/WBE Participation for December 9, 2020 Council Agenda**

**Local Workforce**

This agenda consists of 34 agenda items with a total of 61 prime contractors (some agenda items have multiple prime contractors). **26 prime contractors or 42.62% of prime contractors reported a local workforce composition greater than 20.00%.**

**2017 Bond Program – December 9, 2020 Council Agenda**

Business and Workforce Inclusion continues to work diligently with the Bond Program Office to ensure, not only that the M/WBE goals are met, but to also include diverse teams on the bond program projects. This agenda includes four agenda items that are funded by 2017 bond funds. **These four items total \$8.9M with an overall M/WBE participation of \$3.8M or 42.27%.**

**2017 Bond Program – Inception to Date**

2017 Bond Program ITD consists of 255 items totaling \$456.4M with an overall M/WBE participation of \$199.3 or 43.67%.

**Highlighted Items:**

**Equipment and Horticulture Materials – Department of Parks and Recreation**

**Agenda Item No. 30** Authorize a three-year master agreement in the amount of \$1.3M for the purchase of equipment and horticulture materials for parks, playgrounds, and golf courses for the Park & Recreation Department. **This item includes participation from three M/WBE vendors resulting in \$740K participation or 57.73% M/WBE participation on a 18.00% goal.**

**Runway 13R/31L & Taxiway C - Phase 1 at Dallas Love Field – Department of Aviation**

**Agenda Item No. 68** Authorize a construction contract to provide construction services for the Reconstruction of Runway 13R/31L and Taxiway C Phase I Project at Dallas Love Field. **This item includes participation from 14 M/WBE vendors resulting in \$35.6M participation or 28.67% M/WBE participation on a 25.00% goal.**

Please feel free to contact me if you have any questions or should you require additional information.



Zarin D. Gracey  
Assistant Director  
Office of Economic Development

- c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billierae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
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- Jon Fortune, Assistant City Manager  
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE December 4, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – December 3, 2020**

## **New Updates**

### [\*Dallas Fire-Rescue Awards Show\*](#)

Councilmembers are invited to join the first virtual annual Dallas Fire-Rescue (DFR) Awards Show this Saturday December 5, 2020 at 7:00pm. For years, we have witnessed the amazing women and men of Dallas Fire-Rescue Department serve our community with true resilience, courage, and dedication. In a year like no other, DFR members continue to display their bravery and steadfast determination to serve the residents of our community. Please click here to register for our live Dallas Fire-Rescue Awards show. For more information visit [www.dfrawards.com](http://www.dfrawards.com). Should you have any questions, please contact Chief Artis.

### [Dallas Police Department Community Affairs Division Gift Card](#)

The Office of Community Affairs will host Operation Gift Card on December 18<sup>th</sup>. The Gift Card Giveaway will benefit those that reside in Dallas and are unemployed. We are giving away gift cards for the holidays! Please see the attached flyer as well as the link below. Should you have questions or concerns please contact, Jon Fortune, Assistant City Manager for Public Safety.

<https://www.eventbrite.com/e/dallas-police-department-big-holiday-give-back-tickets-131208896341>

### [Understanding Institutional and Structural Racism Training](#)

The Office of Equity and Inclusion – Equity Division will host an Understanding Institutional and Structural Racism training in partnership with the Center for Urban and Racial Equity (CURE) on Monday, December 7, 2020 from 9:00 am - 5:00 pm. Open to all Dallas residents and City employees (with supervisors' permission), this training will develop participants' analysis of race, racism, and racial equity through discussion, engagement, and other interactive activities. Starting with a historical analysis, participants will gain a fundamental understanding of the various levels of racism (internalized, interpersonal, institutional, and structural) and racial justice concepts. Attendees will learn how these concepts apply to their engagement with peers, as well as the people and communities they serve. The flyer is attached. Please contact Lindsey Wilson, Interim Equity Officer if you have questions.

### [DFW Symptom Tracker Survey supports the North Texas Regional Food Bank](#)

As COVID cases are spiking, it is more important than ever to stay vigilant and #StayonGuard. We also know there are an unprecedented number of people needing

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SUBJECT **Taking Care of Business – December 3, 2020**

food assistance. Please continue to encourage your constituents to take this [on-going survey](#) on a regular basis as we head into the flu and winter seasons. The survey is designed to proactively identify emerging hotspots to better allocate limited resources to address the public health crisis. *Each survey response provides a donation to the North Texas Regional Food Bank.* Should you have questions or concerns, please contact Laila Alequresh, City Manager's Office.

### [Municipal Equality Index Score](#)

Human Resources is excited to share that for the 6<sup>th</sup> consecutive year the City of Dallas has received a perfect Municipal Equality Index score. This recognizes our continued efforts to advance LGBTQ equality in our community. We are incredibly excited about this accomplishment and hope you will share the good news on your social media channels. Please consider sharing [this article](#) or resharing the City's post on social media which will be shared today. The full score card can be read [here](#). Should you have questions, please contact, Nina Arias, Director of Human Resources.

### [NFBPA service award honors assistant director](#)

National Forum for Black Public Administrators (NFBPA) has presented its Jacqueline L. Whitman Distinguished Service Award to M. Renee Johnson, Dallas Park and Recreation Assistant Director, for her commitment to excellence and exemplary volunteer service to NFBPA.



A member for 13 years, Ms. Johnson served on the North Texas NFBPA Board as the Vice President, President and Ex-Officio of the NFBPA North Texas Chapter. She has served as chairperson for the organization's program development and college recruitment committees.

NFBPA has established a national reputation for designing and implementing quality leadership development initiatives dedicated to the advancement of black public leadership in local and state governments.



### [Park projects earn Preservation Dallas awards](#)

Preservation Dallas has announced its 21<sup>st</sup> annual Preservation Achievement Awards and two park and recreation projects are winners: Samuell-Grand Regional Family Aquatics Center and the Sharrock-Niblo Barn.

Sharrock-Niblo Barn is a historic homestead located in southwest Dallas and the proposed site for a new city park. The construction of the new aquatic center at Samuell-Grand Park community pool preserved the existing historic building, incorporating it into the new facility's design.



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At its virtual awards program, Preservation Dallas gave special tribute to Dallas Park and Recreation for its efforts to preserve Dallas' historic parks and the historic features within them. The department has received the most Preservation Achievement Honor Awards than any other organization in the city.

Preservation Dallas champions initiatives to protect the history and culture of neighborhoods and historic buildings throughout the community, enhancing the quality of life and economic development of Dallas. Should you have questions please contact John Jenkins, Director of Park and Recreation.

### [Texas Recreation and Parks Society recognizes Dallas Park and Recreation for excellence](#)

Texas Recreation and Parks Society (TRAPS) North Region has recognized Dallas Park and Recreation for excellence in leisure programs, facility design, and marketing.



The department received the Promotional Award for its *Play It Safe in Dallas Parks* social distancing campaign; Lone Star Programming award for *Rec@Home* virtual recreation; and the Recreation Facility Design Excellence Award for the city's aquatic centers and spray grounds.

*Play It Safe in Dallas Parks* promoted personal responsibility for health and wellness when visiting parks and trails during the COVID-19 pandemic. The campaign included social media, videos and park and trail signage safety tips.

The Lone Star award honors first-time recreation programs and recognized how Dallas adapted traditional recreation to virtual programming. *Rec@Home* engaged families with activity videos and virtual programs on fitness, healthy snacks, arts, crafts, and other leisure activities.

The implementation of Dallas' aquatics masterplan led to the design and construction 12 new facilities within two years - six resort-styled aquatic centers and six spray grounds - to earn the Design Excellence award, which showcases a recreation facility project that displays a high degree of professional design quality and recreation usage. Should you have questions please contact John Jenkins, Director of Park and Recreation.

### [Operation Pitter Patter COVID-19 Essential Needs for Vulnerable Population](#)

The Mayor and City Council Office, Office of Community Care, and the Office of Equity and Inclusion are partnering to provide essential needs to families impacted by COVID-19. *Operation Pitter Patter* will provide essential supplies to women, infants and seniors, including but not limited to diapers, formula and distilled water. Through an established COVID-19 relief program, Resident Necessities Assistance Program, in the Office of Community Care, staff anticipates working with non-profit organizations within each

DATE December 4, 2020  
SUBJECT **Taking Care of Business – December 3, 2020**

Council District to distribute supplies, targeting ZIP codes heavily impacted by COVID-19 ([map](#)) with high-risk populations ([map](#)). Recipients will be required to pre-register prior to the planned distribution events to self-certify they have been impacted by COVID-19. Pending City Council action on Wednesday, December 9, the Communications, Outreach and Marketing Office will provide the council office with social media infographics in English and Spanish for public information. Should you have any questions, please contact Carrie Rogers, Director of the Mayor and City Council Office, or Jessica Galleshaw, Director of the Office of Community Care.

### [Upcoming Virtual Seminars for Title and Property Assistance Program – English and Spanish Available](#)

The Department of Housing & Neighborhood Revitalization and Cadilac Law Firm are hosting a free informational seminar on the Title & Property Assistance Program (TAPA). This informational seminar will provide a brief overview about fixing direct ownership issues, tax penalties, liens, heirship issues and a host of other title issues.

To RSVP in English for December 5, 2020 click [here](#)

To RSVP in Spanish for December 12, 2020 click [here](#)

To RSVP by phone please call 469-708-0022. If you register online before December 5th you will receive a free information packet ahead of the meeting.

This informational seminar is open to all City of Dallas residents. To qualify for program services, you must meet program criteria. Information on TAPA can be found [here](#). Should you have questions or concerns, please contact David Noguera, Director for Housing and Neighborhood Revitalization.

### [In-Home Garden Kits available for Vulnerable Populations](#)

The pandemic has increased food needs across our City. As part of the City's COVID relief efforts, we are providing a limited supply of indoor gardens to help vulnerable households grow fresh food inside their homes. The kits will be sent directly to households using contactless delivery. Please encourage your constituents to complete the survey [here](#) to express interest in receiving a garden. The form (available in both English and Spanish) should take less than 5 minutes and will be open through Sunday, December 6th. Social media collateral is attached for your convenience. Should you have questions or concerns, please contact Laila Alequresh, in the City Manager's Office.

### [New Procurement Opportunities](#)

The Office of Procurement Services (OPS) is excited to announce the following new contract opportunities. More information can be found on the City's [electronic bid portal](#):

<b>Opportunity No.</b>	<b>Opportunity Name</b>
CIZ1956	Crockett Park Dog Park – Site Development, by Park and Recreation Department

DATE December 4, 2020  
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BV21-00015070	Sewer Maintenance & TV Inspection
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For citywide opportunities for the current quarter, we invite you to review the [Procurement Quarterly](#), published on the OPS [website](#).

Please be advised that once an opportunity is advertised, it is considered an open procurement until the City Council awards the contract. The Code of Ethics prohibits communication between councilmembers and vendors/ suppliers on open procurements. Should you have any questions, please contact Chhunny Chhean, Director of Procurement Services.

### **Look Ahead**

#### [City Council Briefings](#)

December 16, 2020

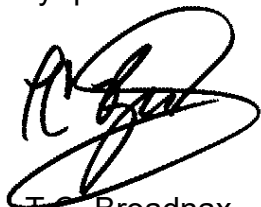
- Redistricting (tentative)

#### [Media Inquiries](#)

As of November 30, 2020, the City has received media requests from various news outlets regarding the following topics:

- Sheltering for persons experiencing homelessness
- Eviction assistance initiative
- COVID-19 related inspections, regulation enforcement
- DFR Featured on NBC 5's Talk Street
- DFR Responds to Gas Leak in Northeast Dallas
- DFR Informs the Public About Thanksgiving cooking safety
- Firefighters Extinguish Kitchen Fire in Dallas Condominium High-Rise
- DFR Shares Winter Fire Safety Tips with the Public
- Fire Prevention Officers Talk Space Heater and Cooking Safety with Univision 23

Please see the attached document compiling information provided to media outlets, during the period from November 24<sup>th</sup> – 30<sup>th</sup>, 2020, for your reference. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.



T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

**DALLAS POLICE DEPARTMENT**

Join us for the

**Big HOLIDAY GIVE BACK**



**OPERATION GIFT CARD**

*Simply Donate a Gift Card of \$25-\$100*

**Donation Deadline: December 14, 2020**

This event is benefiting those unemployed. Supplies are limited.

Must register to participate in this gift card give away.

Must be unemployed within last 6 Months: To Register Call 214.671.4045

**GIVE AWAY EVENT: FRIDAY DECEMBER 18, 2020**

DALLAS POLICE DEPARTMENT OFFICE OF COMMUNITY AFFAIRS



# UNDERSTANDING INSTITUTIONAL and STRUCTURAL RACISM

*Hosted by the City of Dallas Office of Equity & Inclusion – Equity Division in partnership with the Center for Urban and Racial Equity (CURE)*

This full-day virtual training aims to develop participants' analysis of race, racism and racial equity. Attendees will gain an understanding of the difference between internalized, interpersonal, institutional, and structural racism and how these concepts apply to their engagement with peers, as well as the people and communities they serve.

For more information and to register for the event, visit: <http://bit.ly/CURETraining>

**Monday, December 7 | 9 a.m. to 5 p.m.**

This virtual event is open to everyone. ASL is available upon request; please contact [kevin.acosta@dallascityhall.com](mailto:kevin.acosta@dallascityhall.com) at least 48 hours before the event to make arrangements or with any additional questions.



Office of  
**Equity & Inclusion**





# TANGLED TITLES



**JOIN THE CITY OF DALLAS AND CADILAC LAW TO  
LEARN ABOUT A NEW TITLE CLEARING PROGRAM.**

**ENGLISH**  
DECEMBER 5  
11 A.M. TO 2 P.M.  
[BIT.LY/38SNEHK](https://bit.ly/38SNEHK)

**SPANISH**  
DECEMBER 12  
11 A.M. TO 2 P.M.  
[BIT.LY/3LIFMRZ](https://bit.ly/3LIFMRZ)

**RSVP BEFORE DECEMBER 5**

**CALL 469-708-0022 OR VISIT [WWW.TEXASTAPA.COM](http://WWW.TEXASTAPA.COM) FOR MORE INFORMATION.**



# TÍTULOS ENREDADOS



ÚNETE A LA CIUDAD DE DALLAS Y A CADILLAC LAW PARA APRENDER  
SOBRE UN NUEVO PROGRAMA PARA TENER TÍTULOS LIMPIOS.

**INGLÉS**  
5 DE DICIEMBRE  
11 A.M. - 2 P.M.  
[BIT.LY/38SNEHK](https://bit.ly/38SNEHK)

**ESPAÑOL**  
12 DE DICIEMBRE  
11 A.M. - 2 P.M.  
[BIT.LY/3LIFMRZ](https://bit.ly/3LIFMRZ)

**CONFIRME ANTES DEL 5 DE DICIEMBRE**

LLAME AL 469-708-0022 O VISITE [WWW.TEXASTAPA.COM](http://WWW.TEXASTAPA.COM) PARA MÁS INFORMACIÓN.

## IN-HOME GARDEN KITS

Sign up to receive a free in-home garden kit!  
Comes with selection of seeds for nine plants,  
which could include lettuce, tomatoes & herbs!



As part of the city's public health efforts, the City has a limited supply of garden kits for vulnerable populations. Interested? Find out more and sign up here:  
<https://www.surveymonkey.com/r/DallasGardenKits>



# KITS DE JARDÍN EN CASA

¡Inscríbete para recibir un kit de cultivo de jardín casero gratis! Viene con una selección de semillas para nueve plantas, ¡que podrían incluir lechuga, tomates y hierbas!



Como parte de los esfuerzos de salud pública de la ciudad, el Ayuntamiento tiene un suministro limitado de kits de jardinería para las poblaciones vulnerables. ¿Interesado? Averigua más y regístrate aquí: <https://www.surveymonkey.com/r/DallasGardenKits>

**Communications, Outreach & Marketing**  
**Media Requests**  
**Nov. 24 – Nov. 30**

Date Submitted: 11/30/20

Topic: CBS 11 wanted to know more information about the special called Parks and Recreation meeting tomorrow. Specifically, the first item on the agenda about the Dallas FC contract. Park & Recreation advised the reporter that the FC item was being pulled from the agenda.

Submitted By: Demeshia Jackson (Park & Recreation)

Media Entity: Stewart McKenzie, Reporter(CBS 11)

Date Submitted: 11/25/20

Topic: Dallas Observer was looking for more information about the Eviction Assistance Initiative and the City's role.

COM provided the link to Fair Housing website that outlined the initiative and emphasized how the Office of Equity & Inclusion is working in partnership with Legal Aid of NorthWest Texas to provide free legal aid, outreach and community education to individuals and families who are negatively impacted by COVID-19 and unable to pay their rent to remain in their homes.

Submitted By: Demeshia Jackson (Office of Equity & Inclusion)

Media Entity: Jacob Vaughn, Reporter (Dallas Observer)

Date Submitted: 11/25/20

Topic: KERA wanted to interview Chief of Equity & Inclusion Liz to discuss the eviction initiative. COM coordinated a Teams interview with reporter Bret Jasper.

Submitted By: Demeshia Jackson (Office of Equity & Inclusion)

Media Entity: Bret Jasper Reporter (KERA)

Date Submitted: 11/23/20

Topic: CBS 11 wanted to interview a staff member from Code to discuss COVID-19 related inspections, violations and enforcement. COM scheduled a Zoom interview with Code Compliance A.D. Lynetta Kidd and reporter Jack Flink.

Submitted By: Demeshia Jackson (Code Compliance)

Media Entity: Jack Flink, Reporter (CBS 11)

Date Submitted: 11/30/2020

Topic: Sheltering for persons experiencing homelessness

Inquiry: Andrea Rega with Univision 23 requested an interview to discuss the City's plan to help shelter persons experiencing homelessness in Dallas. Roxana Rubio did the interview in Spanish and can be viewed here, <https://www.univision.com/local/dallas-kuvn/dallas-y-fort-worth-abren-albergues-para-desamparados-en-medio-de-una-noche-con-temperaturas-congelantes-video>

Submitted By: Roxana Rubio (Office of Homeless Solutions)

Media Entity: Andrea Rega (Univision 23)

Date Submitted: 11/30/2020

Topic: Sheltering for persons experiencing homelessness

Inquiry: Multiple outlets requested information regarding the City's plan to help shelter persons experiencing homelessness in Dallas. The following information was provided:

120 rooms paid for by the City and 100 paid for by the partners at different locations.

As of the latest report, we have only served single individuals that presented to our staff for hotel shelter; guests are housed 1 to a room.

The rooms that City has contracted for inclement weather sheltering are located at a property that has been utilized by the City multiple times since April. We currently also have 140 guests at that property in COVID-19 quarantine rooms. The guests being served tonight are being kept on different floors and are completely separate from any guests quarantining due to COVID-19 exposure.

Submitted By: Catherine Cuellar (Office of Homeless Solutions)



CITY OF DALLAS

Dallas Fire-Rescue Department  
Media Requests: November 24 - 30, 2020.

**From Last Week** - In response to an October 7<sup>th</sup> request from **NBC 5's, Nada Ruddock**, to feature DFR on the weekly Talk Street Segment, we had Lt. Robert Borse conduct the virtual interview (on November 11<sup>th</sup>) to give an overview of the department operations, the changes it had to incorporate during the COVID-19 pandemic, among other topics of interest. The main purpose of the segment, however, was to promote the Annual DFR Awards Show. The segment aired on Sunday, November 22<sup>nd</sup>, at 11:30 a.m., and can be viewed at the following link: <https://www.nbcdfw.com/about-nbc-5/community/salute-to-first-responders-dallas-fire-rescue/2487790/>

**Tuesday, November 24<sup>th</sup>: All Local Media Outlets** - Can you provide information on a gas leak 9937-9000 Garland Rd incident# 2020264573?

**City Response** - At 15:13 Dallas Fire-Rescue units were assigned to a 911 call for a gas leak after workers, doing an unspecified job, hit a reported 6 inch gas line at the intersection of Garland and Peavy Roads. Though HazMat was called to the scene, they did not pick up significant readings of natural gas in the area, as a result of the wind speed, and have already cleared the scene.

There is one engine company remaining on the scene until Atmos (which has been notified) arrives and addresses the problem. Traffic on Garland Road has been reduced to one lane of traffic in both directions. There have been no evacuations of any of the nearby businesses, but there have been calls for a gas odor coming from the neighboring community; for which first responders are assuring them of the actual source.

**Tuesday, November 24<sup>th</sup>: Sent the following social media postings, about Thanksgiving fire safety, to the local media outlets –**

[https://twitter.com/DallasFireRes\\_q/status/1331378434312986624?s=19](https://twitter.com/DallasFireRes_q/status/1331378434312986624?s=19)

[https://www.instagram.com/p/CH\\_fSEWh05x/?igshid=wzi2ctdc1i1d](https://www.instagram.com/p/CH_fSEWh05x/?igshid=wzi2ctdc1i1d)

<https://www.facebook.com/340809029275626/posts/3656466181043211/>

**Friday, November 27<sup>th</sup>: All Local Media Outlets** - Reaching out to see if you have any info regarding the 2-alarm fire in the 3800 block of Turtle Creek Blvd?

**City Response** - At 17:15 Dallas Fire-Rescue units responded to a 911 call for an Automatic Fire Alarm at Twenty-One Turtle Creek Condos, located at 3883 Turtle Creek Boulevard.

Firefighters arrived at the high-rise residence to find nothing showing from the outside. However, upon making it to 8th floor, they found the hallway filled with smoke and called for a one-alarm fire response.

They made it inside the unit from which the smoke was coming, and extinguished a fire on the kitchen stove. There were no injuries reported as a result of this fire, and firefighters are still on scene helping to ventilate smoke from the building.

The second alarm response was procedural since the location was a high-rise.

**Monday, November 30<sup>th</sup>: Shared the following social media posts, regarding winter fire safety, to the local news desks –**

<https://twitter.com/DallasFireRes/status/1333420669426610179?s=19>

<https://www.facebook.com/340809029275626/posts/3672007362822426/>

<https://www.instagram.com/p/CIOAKSUhhL/?igshid=qahy3swe9hrv>

**Monday, November 30<sup>th</sup>: Univision 23 (Cynthia Lemus)** - My name is Cynthia Lemus, I work for Univision Dallas and I am working on a story regarding the precautions to avoid fires during this holiday season. Especially this week that we will have a cold front and people are going to use more their heaters. Also as the holidays are coming people will start cooking more; therefore, we want to remind people about the precautions. I was also wondering if you have the number of fires from last year during the holiday season, as well as how someone can obtain a free smoke detector in Dallas?

**City Response** – From **November 1, 2019 – January 31, 2020, Dallas Fire-Rescue responded to 255 working structure fires**. This does not include vehicle, grass/brush or trash fires. It also does not include structure fires “reported”; which are fires that we are dispatched on in which the caller suspects a fire but has no definitive information indicating one. If we are dispatched on one that turns out to be an actual fire, we will update the response to “working”.

Also, if you are a resident living in the City of Dallas and are in need of smoke alarms, you can call our smoke alarm hotline (install team) at (214) 670-7016, or send an email to [DFD-SmokeDetector@dallascityhall.com](mailto:DFD-SmokeDetector@dallascityhall.com), and someone will come out and install your smoke alarms free of charge.

We also coordinated a virtual interview with a Fire Prevention Officer.