# Memorandum

CITY OF DALLAS

DATE **May 19, 2023**

TO Honorable Mayor Johnson and Members of the Dallas City Council

SUBJECT **Public Hearing and Ordinance Amendment in Support of Environmental Commission**

The purpose of this memorandum is to provide information on an ordinance amending Chapter 2, Administrative Code, and for a related public hearing to be held as a part of the May 24, 2023, City Council Agenda. The ordinance forming the Environmental Commission that the City Council approved on April 28, 2021, requires this amendment and a public hearing.

In the original City Council resolution (CR 20-0688) adopting the Comprehensive Environmental and Climate Action Plan (CECAP), there was a requirement to develop a diverse, inclusive, and representative group of professionals and community members to advise the City Council on environment, sustainability, CECAP implementation, and to support achieving equitable and effective environmental and climate action.

To accomplish this requirement, Dallas City Council approved CR 21-0700, adopting Ordinance 31847 on April 28, 2021. This ordinance formed the original Environmental Commission, comprised of one commissioner from each council district with a community action or environmental background and eight non-voting technical panel members to advise on the eight areas of the CECAP. Additionally, the ordinance requires the formation of an Environmental Health Committee comprised of community members with medical, environmental health, or public health backgrounds. This ordinance also established a commission format, defined a meeting framework, and set sunset and end-of-service dates for the Environmental Commissioners and Environmental Health Committee Members.

Both the Environmental Commission and the Environmental Health Committee are beneficial to the Environment & Sustainability Committee, advising on policies concerning batch plants, environmental justice indicators, actions to be considered for the Racial Equity Plan, landscape equipment transition, building code updates, Urban Forest Master Plan implementation, and most recently, recommendations for technical specifications to ensure that the projects constructed as a part of the 2024 Bond Program support CECAP goals towards net zero construction.

This item will be on the May 24, 2023, Agenda, as the formational ordinance requires, to provide the public hearing and ordinance amendment and continue the efforts of this body beyond June 14, 2023. We recommend an additional two-year extension until June 18,

2025, so the Environmental Commission and Environmental Health Committee terms correspond to Council Member office terms.

Please let us know if you have questions or need additional information. Please direct questions to Carlos Evans at carlos.evans@dallas.gov; 469-617-1925.

Carl Simpson
Assistant City Manager

c:  T.C. Broadnax, City Manager
    Tammy Palomino, Interim City Attorney
    Mark Swann, City Auditor
    Bilierae Johnson, City Secretary
    Preston Robinson, Administrative Judge
    Kimberly Bizor Tolbert, Deputy City Manager
    Jon Fortune, Deputy City Manager

    Majed A. Al-Ghafry, Assistant City Manager
    M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
    Dr. Robert Perez, Assistant City Manager
    Jack Ireland, Chief Financial Officer
    Genesis D. Gavino, Chief of Staff to the City Manager
    Directors and Assistant Directors

# Memorandum

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

SUBJECT **Office of Homeless Solutions Update: Shelter Capacity Overflow Services**

The purpose of this memorandum is to notify City Council that the Shelter Capacity Overflow Services RFP award is scheduled for approval on May 24, 2023. These contracts will provide crucial support for ongoing and expanded shelter capacity overflow services performed by area non-profit partners. The approval will include a ratification for services provided beginning January 19, 2023, the date of award notification.

**Upcoming Action**
The proposed Shelter Capacity Overflow Services Contract would authorize **(1)** service contracts for shelter capacity overflow services to increase sheltering capacity services for the homeless in the amount of $375,000 for Austin Street Center; in the amount of $375,000 for Bridge Steps dba The Bridge; and in the amount of $250,000 for Family Gateway, Inc., most advantageous proposers of five for the period from January 19, 2023 through September 30, 2023; and **(2)** ratification(s) for the Office of Homeless Solutions to pay outstanding invoices for services provided from January 19, 2023 through May 1, 2023 in the amount of $210,000 for Austin Street Center; in the amount of $128,240 for Bridge Steps dba The Bridge; and in the amount of $75,000 for Family Gateway, Inc. – Total not to exceed $1,000,000 - Financing: U.S. Department of Housing and Urban Development Emergency Solutions Grant Funds

**Prior Action**
The Shelter Capacity Overflow Services item was approved by City Council on September 14, 2022. This item authorized Substantial Amendment No. 4 to the FY 2021-22 Annual Action Plan for the Coronavirus Aid, Relief, and Economic Security (CARES) Act Relief Fund No. 1 and CARES Act Relief Fund No. 2 for the Emergency Solutions Grant (ESG) Program to reallocate funds in the amount of $1,589,407.00 from Rapid Re-Housing and ESG Administration to Emergency Shelter ($1 million for a solicitation to provide expanded shelter overflow and overflow services to hotels and $589,407.00 in emergency shelter expenses for repairs at the Bridge, which has had no major improvements in 14 years).

This item is scheduled to be presented to City Council on May 24, 2023, for approval.

Should you have any questions or concerns, please contact me or Christine Crossley, Director of the Office of Homeless Solutions.

Kimberly Bizor Tolbert
Deputy City Manager

c: 
| | |
|---|---|
| T.C. Broadnax, City Manager | Majed A. Al-Ghafry, Assistant City Manager |
| Tammy Palomino, Interim City Attorney | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Mark Swann, City Auditor | Dr. Robert Perez, Assistant City Manager |
| Bilierae Johnson, City Secretary | Carl Simpson, Assistant City Manager |
| Preston Robinson, Administrative Judge | Jack Ireland, Chief Financial Officer |
| Jon Fortune, Deputy City Manager | Genesis D. Gavino, Chief of Staff to the City Manager |
| | Directors and Assistant Directors |

# Memorandum

DATE  May 19, 2023

TO  Honorable Mayor and Members of the City Council

SUBJECT  **Shared Dockless Vehicle Program Relaunch Date**

The purpose of this memorandum is to provide an update to the May 5, 2023, memorandum and announce that the Shared Dockless Vehicle Program is expected to relaunch prior to June 1, 2023.

Following further conversations with the Operators, it has been confirmed that there will be a soft launch of shared scooters and e-bikes ("shared dockless vehicles") on May 24th, and the official launch will occur on May 31st.  The Department of Transportation and the Department of Communications, Outreach, & Marketing are working together to create social media graphics announcing the relaunch and to plan an official launch event with the Operators - Bird, Lime, and Superpedestrian - and any interested elected officials and stakeholders for May 31, 2023.

Prior to the soft launch, a new 311 service request category is expected to go live to allow City officials and members of the public to report any issues related to the rental scooters and e-bikes.  Department of Transportation Field Operations staff are working tirelessly to get the first set of parking corrals installed in Deep Ellum and downtown and the first set of "No Ride Zone" signs installed around entrances to the Katy Trail, Klyde Warren Park, and AT&T Discovery District Plaza.  The Operators are working to validate the geofenced "No Ride Zone" and "Slow-Ride Zone" boundaries provided by City staff.

As a reminder:
- "No Ride Zones" include all public parks, trails, and plazas,
- "Slow-Ride Zones", where speeds are limited to 10 mph, include areas such as Deep Ellum, West End, and the Ronald Kirk Pedestrian Bridge,
- The Operators are each only allowed to have up to 500 devices at any given time on public property in Dallas,
- The shared scooters and e-bikes may only be used between the hours of 5am and 9pm,
- Riding scooters on sidewalks is still prohibited.

The Micromobility Working Group has been notified of the planned launch schedule.  Staff will continue to coordinate with the group in order to evaluate any challenges and subsequent programmatic changes that may need to be considered.

Additional information can be found on the program website: https://dallascityhall.com/departments/transportation/Pages/dockless-vehicle-program.aspx

Should you have any questions or concerns, please contact Ghassan "Gus" Khankarli, PhD, PE, PMP, CLTD, Director of the Department of Transportation, at ghassan.khankarli@dallas.gov.

Robert M. Perez, Ph.D.
Assistant City Manager

c:   T.C. Broadnax, City Manager                          Majed A. Al-Ghafry, Assistant City Manager
     Tammy Palomino, Interim City Attorney               M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
     Mark Swann, City Auditor                            Carl Simpson, Assistant City Manager
     Bilierae Johnson, City Secretary                    Jack Ireland, Chief Financial Officer
     Preston Robinson, Administrative Judge              Genesis D. Gavino, Chief of Staff to the City Manager
     Kimberly Bizor Tolbert, Deputy City Manager         Directors and Assistant Directors
     Jon Fortune, Deputy City Manager

# Memorandum

DATE May 19, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **May 24, 2023 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On May 12, 2023, a DRAFT City Council Agenda for May 24, 2023, was provided for your review. This memorandum outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda. In addition, we have highlighted agenda items which have been briefed to the City Council and/or Committee by briefing memorandums.

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:

44. 23-1417    An ordinance amending Chapter 12A, "Code of Ethics," of the Dallas City Code, **(1)** adding a substantial interest in business entity conflict of interest; **(2)** providing that the rules against impermissible financial interest in discretionary contracts or sales during service with the city do not apply to volunteers on a committee or task force formed by a board or commission; **(3)** requiring a disclosure for those who were paid to work on councilmember campaigns when representing interests before the city council; **(4)** creating an offense for disclosing confidential information; **(5)** prohibiting campaign/political consultants from lobbying councilmembers for one year following an election; **(6)** amending the standard of proof to be a preponderance of the evidence; **(7)** providing updated subpoena processes for the inspector general and ethics advisory commission and updated hearing procedures; and **(8)** updating definitions and simplifying and clarifying language - Financing: No cost consideration to the City

45. 23-1449    Authorize the Dallas Public Facility Corporation to acquire, develop, and own The Elms, a mixed-income, multifamily development to be located at 1710 Morrell Avenue (Project) and enter into a seventy-five-year lease agreement with 1710 Morrell Avenue, LLC or its affiliate, for the development of the Project - Estimated Revenue Foregone: General Fund $50,517.00 (15 Years of Estimated Taxes)

46. 23-1448    Authorize the City Manager or designee to execute development agreements with the SoGood Cedars Municipal Management District and the NewPark Municipal Management Agreement -- Financing: No cost consideration to the City

PH9. 23-1468   A public hearing to receive comments and to approve an ordinance amending Chapter 2, "Administration," of the Dallas City Code by amending Section 2-120; **(1)** extending the sunset date for the environmental commission; **(2)** providing a saving clause; **(3)** providing a severability clause; and **(4)** providing an effective date - Financing: This action has no cost consideration to the City (see Fiscal Information)

**Revisions:**

7.   23-983     Authorize **(1)** the City Manager to negotiate and execute a development loan agreement and security documents covering a loan with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) in an amount not to exceed $4,618,487.00 in HOME Investment Partnerships Program Funds, conditioned upon Applicant, or the entity named by the award, receiving 2023 4% Housing Tax Credit award or other funding source subject to approval of the City for the development of a mixed-income affordable multi-family senior living community known as Estates at Ferguson, located at 9220 Ferguson Road, Dallas, Texas 75228 (Property); **(2)** the City Manager to negotiate and execute a development loan agreement and security documents with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount not to exceed $3,965,000.00 in Community Development Block Grant Disaster Recovery (CDBG-DR) Funds to purchase and own the Property; and **(3)** approve the DHFC as long-term ground lessor of the property to enter into a long-term ground lease with Applicant and/or its affiliate(s), for the development of the Property pursuant to 24 CFR 570.201(a) and (b), subject to compliance with all funding source requirements - Not to exceed $8,583,487.00 - Financing: HOME Investment Partnerships Funds ($4,618,487.00) and Community Development Block Grant Disaster Recovery Funds ($3,965,000.00)
**This item is being revised to update the Subject and Resolution to include compliance and legal requirements. Please contact David Noguera, Director, Department of Housing & Neighborhood Revitalization, at 214-671-5336, for more information.**

20. 23-765     Authorize a professional engineering services contract with Halff Associates, Inc. to provide engineering services for the Oak Farms Local Corridors conceptual engineering study in the area from Interstate Highway 30 to the north; Trinity River to the northeast; Beckley Avenue, Elsbeth Street, and Zang Boulevard to the west; Cumberland Street and

Marsalis Avenue to the southwest; and DART Red Line to the southeast - Not to exceed $1,078,824.36 - Financing: Oak Farms Project Fund
**This item is being revised to update the M/WBE Information section. Please contact Joyce Williams, Director, Small Business Center Department, at 214-500-4217, for more information.**

22. 23-1186  Authorize **(1)** an increase in the construction services contracts for job order contract with Nouveau Construction and Technology Services, L.P. to continue to provide additional construction services at Stemmons Municipal Center located at 7800 North Stemmons Freeway job order contacting services at City facilities; and **(2)** an increase in appropriations in an amount not to exceed $124,420.78 in the Building Inspection Fund – Not to exceed $124,420.78, from $456,586.99 to $581,007.77 – Financing: Building Inspection Fund (subject to annual appropriations)
**This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Jennifer Nicewander, Director, Office of Bond and Construction Management, at 214-671-8450, for more information.**

31. 23-1205  Authorize Supplemental Agreement No. 3 to increase to the service price agreement with Miner Ltd. dba Overhead Door Co. of Dallas for citywide overhead door repair, maintenance, parts, and labor - Not to exceed $1,143,472.98, from $4,573,891.92 to $5,717,364.90 - Financing: General Fund ($571,736.98), Capital Construction Fund ($190,579.00), Aviation Fund ($190,578.00), Dallas Water Utilities Fund ($185,528.66), and Stormwater Drainage Management Operations Fund ($5,050.34) (subject to annual appropriations)
**This item is being revised to update the M/WBE Information section. Please contact Joyce Williams, Director, Small Business Center Department, at 214-500-4217, for more information.**

### Deletions:

35. 23-1296  Authorize a decrease to the construction services contract with the Fain Group, Inc. for a reduced scope of work to delete accent lighting and underground electrical service rerouting and adjust for construction material cost increased due to delays postponing the project start date by nine months on the Hi-Line Connector Trail along Victory Avenue and Hi Line Drive between the Katy Trail and the Trinity Strand Trail - Not to exceed ($96,486.41), from $11,531,424.84 to $11,434,938.43 - Financing: Circuit Trail Conservancy Fund
**This item is being deleted to allow time to further discuss certain details for the Hi- Line Connector Trail Change Order No.1. This item will return at a later date. Please contact John Jenkins, Director, Park & Recreation Department, at 214-670-4073, for more information.**

40. 23-1279    Consideration of appointment to the Dallas Area Rapid Transit Board of Directors for Positions 03, 04, 05, 06, 07, and 08 (Closed Session, if necessary, Personnel, Sec. 551.074, T. O. M. A.) (Name of nominee in the City Secretary's Office) - Financing: No cost consideration to the City **This item is being deleted due to the recommendation of the Transportation and Infrastructure Committee to hold in-person interviews. This item will return at a later date. Please contact Bilierae Johnson, City Secretary, City Secretary's Office, at 214-670-5654, for more information.**

## Memorandums:

A memorandum was previously provided to Committee and/or City Council regarding the following items. A link to the memorandums is attached for more information.

2. 23-1306     An ordinance denying rates as requested by Atmos Energy Corp. Mid-Tex Division provided pursuant to its January 13, 2023, Dallas Annual Rate Review filing and setting rates as recommended by the City Manager - Financing: No cost consideration to the City
The Government Performance and Financial Management Committee was briefed by memorandum on the Dallas Annual Rate Review filing on May 12, 2023.

3. 23-928      Authorize a construction services contract for installation of solar photovoltaic and battery energy storage system at Bachman Recreation Center located at 2750 Bachman Drive - Ameresco, Inc., most advantageous proposer of three - Not to exceed $975,000.00 - Financing: Capital Construction Fund
The City Council was briefed by memorandum regarding this matter on May 5, 2023.

7. 23-983      Authorize **(1)** the City Manager to negotiate and execute a development loan agreement and security documents covering a loan with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) in an amount not to exceed $4,618,487.00 in HOME Investment Partnerships Program Funds, conditioned upon Applicant, or the entity named by the award, receiving 2023 4% Housing Tax Credit award or other funding source subject to approval of the City for the development of a mixed-income affordable multi-family senior living community known as Estates at Ferguson, located at 9220 Ferguson Road, Dallas, Texas 75228 (Property); **(2)** the City Manager to negotiate and execute a development loan agreement and security documents with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount not to exceed $3,965,000.00 in Community Development Block Grant Disaster

Recovery (CDBG-DR) Funds to purchase and own the Property; and **(3)** approve the DHFC as long-term ground lessor of the property to enter into a long-term ground lease with Applicant and/or its affiliate(s), for the development of the Property pursuant to 24 CFR 570.201(a) and (b), subject to compliance with all funding source requirements - Not to exceed $8,583,487.00 - Financing: HOME Investment Partnerships Funds ($4,618,487.00) and Community Development Block Grant Disaster Recovery Funds ($3,965,000.00)
The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on March 21, 2023.

8. 23-1265    Authorize the approval of the **(1)** 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 $45,000,000.00; proceeds of the Bonds will be loaned to Ash Creek Housing, LLC to finance a portion of the cost for the acquisition and renovation of units for an affordable multifamily complex to be known as Rosemont at Ash Creek, located at 2605 John West Road, Dallas, Texas (Development); and **(2)** application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and acquire and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 10, 2023 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 - Financing: No cost consideration to the City
The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on April 24, 2023.

9. 23-1266     Authorize the approval of the **(1)** City Council, 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 Dallas Housing Finance Corporation (DHFC) or Issuer in one or more series of tax-exempt bonds in an amount not to exceed $35,000,000.00; proceeds of the Bonds will be loaned to Positano Acquisition, LLC to finance a portion of the cost for the acquisition and renovation of units for an affordable multifamily complex for seniors to be known as The Positano and located at 2519 John West Road, Dallas, Texas (Development); and **(2)** application of the Texas Housing Finance Corporations Act, Chapter 394, Local Government Code (Act), to the property on which the

Development will be constructed and the use of proceeds of the bonds issued by the DHFC pursuant to the Act to finance and construct the Development; a public hearing with respect to the Bonds and the Development was held on April 10, 2023 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 - Financing: No cost consideration to the City
The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on April 24, 2023.

10. 23-1260    Authorize the Dallas Housing Finance Corporation to acquire and own Axis Kessler Park, a multifamily development located at 2400 Fort Worth Avenue - Estimated Revenue Foregone: General Funds $7,880,155.00 (15 Years of Estimated Taxes)
The Housing and Homelessness Solutions Committee was briefed by memorandum on April 24, 2023.

11. 23-1261    Authorize the Dallas Housing Finance Corporation to acquire and own Domain at Midtown, a multifamily development located at 8169 Midtown Boulevard - Estimated Revenue Foregone: General Funds $10,191,769.00 (15 Years of Estimated Taxes)
The Housing and Homelessness Solutions Committee was briefed by memorandum on April 24, 2023.

19. 23-1253    Authorize a resolution to support the "Refined Hybrid Option" as recommended by the Texas Department of Transportation for future redevelopment of Interstate Highway 345 and the accommodation of the interface with Dallas Area Rapid Transit's D2 alignment - Financing: No cost consideration to the City
The City Council was briefed by memorandum regarding this matter on March 24, 2023.

The City Council was briefed by memorandum regarding this matter on April 21, 2023.

23. 23-1225    Authorize a public hearing to be held on June 14, 2023 to receive comments on the proposed amendment to the Project Plan and Reinvestment Zone Financing Plan ("Plan") for Tax Increment Reinvestment Zone Number Three, the Oak Cliff Gateway Tax Increment Financing ("TIF") District (the "TIF District") to: **(1)** increase the geographic area of the Bishop/Jefferson Sub-District by approximately 7 acres to include properties at 1200 and 1400 East Jefferson Boulevard; **(2)** increase the geographic area of the Clarendon/Beckley/Kiest Sub-District by approximately 11 acres to include: **(a)** approximately 4 acres generally on the northeast and southeast corners of Grant Street and Ridge Street,

west of the terminus of Grant Street and north of the terminus of Ridge Street, and **(b)** approximately 7 acres generally in the 900 and 1000 blocks of Morrell Avenue at Fernwood Avenue and the 1200 and 1300 blocks of Morrell Avenue at Denley Drive; and **(3)** make corresponding modifications to the TIF District's boundary and Plan; and, at the close of the public hearing on June 14, 2023, consider an ordinance amending Ordinance No. 21466, as amended, previously approved on November 11, 1992, and Ordinance No. 23033, as amended, previously approved on February 12, 1997, to reflect this amendment - Financing: No cost consideration to the City

The Economic Development Committee was briefed by memorandum regarding this matter on May 1, 2023.

28. 23-1233    Authorize **(1)** service contracts for shelter capacity overflow services to increase sheltering capacity services for the homeless in the amount of $375,000 for Austin Street Center; in the amount of $375,000 for Bridge Steps dba The Bridge; and in the amount of $250,000 for Family Gateway, Inc., most advantageous proposers of five for the period from January 19, 2023 through September 30, 2023; and **(2)** ratification(s) for the Office of Homeless Solutions to pay outstanding invoices for services provided from January 19, 2023 through May 1, 2023 in the amount of $210,000 for Austin Street Center; in the amount of $128,240 for Bridge Steps dba The Bridge; and in the amount of $75,000 for Family Gateway, Inc. - Total not to exceed $1,000,000 - Financing:  U.S. Department of Housing and Urban Development Emergency Solutions Grant Funds

The Housing and Homelessness Solutions Committee was briefed by memorandum on the status and Council date for this project on April 24, 2023.

45. 23-1449    Authorize the Dallas Public Facility Corporation to acquire, develop, and own The Elms, a mixed-income, multifamily development to be located at 1710 Morrell Avenue (Project) and enter into a seventy-five-year lease agreement with 1710 Morrell Avenue, LLC or its affiliate, for the development of the Project - Estimated Revenue Foregone: General Fund $50,517.00 (15 Years of Estimated Taxes)

The Housing and Homelessness Solutions Committee will be briefed by memorandum regarding this matter on May 22, 2023.

PH3. 23-1228    A public hearing to receive comments on the Proposed FY 2023-24 HUD Consolidated Plan Budget for U.S. Department of Housing and Urban Development (HUD) Grant Funds - Financing: No cost consideration to the City

The City Council was briefed by memorandum on the "FY 2023-24 HUD Consolidated Plan Budget" on April 21, 2023, due to the cancelled City Council meeting on April 19, 2023.

The City Council was briefed on the "FY 2023-24 HUD Consolidated Plan Budget: City Council Discussion and Amendments" on May 3, 2023.

PH4. 23-1262    A public hearing to receive comments regarding an application by LDG The Crossing at Clear Creek, LP, or its affiliates (Applicant) to the Texas Department of Housing and Community Affairs (TDHCA) for 4% Non-Competitive Low Income Housing Tax Credits for The Crossing at Clear Creek located at the Northeast Corner of Highway I75 and Woody Road, Dallas, TX 75253 (the "Development"); and, at the close of the public hearing adopt a Resolution of No Objection for Applicant, related to its application to TDHCA for the development of The Crossing at Clear Creek and in accordance with 10 TAC § 11.3(d) (the "Administrative Code"), specifically allow the construction of the development, as required by the Administrative Code, because the Development is within one linear mile or less of Meadowbrook (a 4% housing tax credit development located at 910 South Beltline Road), and is therefore subject to the One Mile Three Year Rule - Financing: No cost consideration to the City
The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on October 24, 2022.

PH5. 23-1263    A public hearing to receive comments regarding an application by LDG The Ridge at Loop 12, LP, or its affiliates (Applicant) to the Texas Department of Housing and Community Affairs (TDHCA) for 4% Non-Competitive Low Income Housing Tax Credits for The Ridge at Loop 12 located at 1200 North Walton Walker Boulevard, Dallas, TX 75211 (the "Development"); and, at the close of the public hearing adopt a Resolution of No Objection for Applicant, related to its application to TDHCA for the development of The Ridge at Loop 12 and in accordance with 10 TAC § 11.3(d) (the "Administrative Code"), specifically allow the construction of the development, as required by the Administrative Code, because the Development is within one linear mile or less of Meadowbrook (a 4% housing tax credit development located at 910 S. Beltline Road), and is therefore subject to the One Mile Three Year Rule - Financing: No cost consideration to the City
The Housing and Homelessness Solutions Committee was briefed regarding this matter on April 24, 2023.

PH6. 23-1264    A public hearing to receive comments regarding an application by LDG The Terrace at Highland Hills, LP, or its affiliates (Applicant) to the Texas Department of Housing and Community Affairs (TDHCA) for 4% Non-Competitive Low Income Housing Tax Credits for The Terrace at Highland Hills located at 3100 Persimmon Road, Dallas, Texas 75241; and, at the close of the public hearing **(1)** adopt a Resolution of No Objection for Applicant, related to its application to TDHCA for the development of The Terrace at Highland Hills, a multifamily development (Development); **(2)**

in accordance with 10 TAC § 11.3(d) (Administrative Code) and the Qualified Allocation Plan (QAP), specifically allow the construction of the Development, as required by the Administrative Code, because the Development is within one linear mile or less of the Ridge at Lancaster and Palladium Simpson Stuart (recent 4% housing tax credit projects located at 5703 South Lancaster Road and 3380 Simpson Stuart Road, respectively), and is therefore subject to the One Mile Three Year Rule; **(3)** pursuant to 10 TAC §11.3(e) and §11.4(c)(1) and the QAP, specifically acknowledge that the Development is located in a census tract that has more than 20% Housing Tax Credit Units per total households and the proposed Development is consistent with the City's obligation to affirmatively further fair housing; and **(4)** pursuant to 10 TAC §11.101(a)(3) and the QAP, specifically acknowledge that the proposed Development is located in a census tract that has a poverty rate above 40 percent for individuals - Financing: No cost consideration to the City The Housing and Homelessness Solutions Committee was briefed regarding this matter on October 24, 2022.

PH7. 23-1226   A public hearing to receive comments concerning the Dallas Tourism Public Improvement District (the District) expansion in accordance with Chapter 372 of the Texas Local Government Code (the Act), allowing the City to include property in a hotel-public improvement district (hotel-PID) with the property owner's consent if such property could have been included in the District, when created, without violating the petition thresholds, to provide supplemental public services funded by assessments on Dallas hotels with 100 or more rooms (Qualifying hotels); and, at the close of the hearing, authorize a resolution approving District boundary expansion to include an estimated two additional Qualifying hotels in the District not described in the resolution or petition renewing the District in 2016 and the resolutions approving the 2020 or 2022 boundary expansions (District expansion) - Financing: This action has no cost consideration to the City (see Fiscal Information) The Economic Development Committee was briefed by a memorandum regarding this matter on April 3, 2023.

PH8. 23-1227   A public hearing to receive comments concerning the renewal of the Oak Lawn Hi-Line Public Improvement District (the District), in accordance with Chapter 372 of the Texas Local Government Code (the Act), for the specified area of the District, to provide supplemental public services to be funded by assessments on real property and real property improvements in the District; and, at the close of the public hearing, authorize: **(1)** approval of a resolution renewing the District for a period of 10 years, from 2024 to 2033; **(2)** approval of the District's Service Plan for 2024-2033 to provide supplemental public services, to be funded by assessments on real property and real property improvements in the

District; and **(3)** a management contract with Oak Lawn-Hi Line Improvement Corporation, a Texas nonprofit corporation as the management entity for the District – Financing: This action has no cost consideration to the City (see Fiscal Information)
The Economic Development Committee was briefed by a memorandum regarding this matter on April 3, 2023.

PH9. 23-1468    A public hearing to receive comments and to approve an ordinance amending Chapter 2, "Administration," of the Dallas City Code by amending Section 2-120; **(1)** extending the sunset date for the environmental commission; **(2)** providing a saving clause; **(3)** providing a severability clause; and **(4)** providing an effective date – Financing: This action has no cost consideration to the City (see Fiscal Information)
The City Council was briefed by memorandum regarding this matter on May 19, 2023.

Please feel free to reach out to me or Kimberly Bizor Tolbert, Deputy City Manager if you have questions or should you require additional information at this time.

T.C. Broadnax
City Manager

c:    Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Bilierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizor Tolbert, Deputy City Manager
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Directors and Assistant Directors

# Memorandum

**CITY OF DALLAS**

TO  Honorable Mayor and Members of the City Council

SUBJECT  **M/WBE Participation for May 24, 2023 Council Agenda**

The policy of the City of Dallas is to engage certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's architecture & engineering, construction, goods, and professional services contracts. The City's Business Inclusion and Development Policy (BID Policy) is overseen by the Business Inclusion and Development (BID) division of the Small Business Center, which is providing this summary of M/WBE participation for the May 24, 2023 City Council Agenda.

As a reminder, the M/WBE goals that became effective on October 1, 2020 are:

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

For this agenda, BID reviewed **19** agenda items; **8** items on this agenda include an M/WBE goal. Of those **8** items, **2** met the goal and **3** exceeded the goal, **3** did not meet the goal, but complied with the BID policy. This agenda includes **11** items that did not have an applicable M/WBE goal. The table below provides a summary of M/WBE participation for this agenda.

| # | Contract Amount | Procurement Category | M/WBE Goal | M/WBE Subcontracting % | M/WBE Overall Participation % | M/WBE Overall $ | Status |
|---|---|---|---|---|---|---|---|
| 3 | $975,000.00 | Construction | 32.00% | 2.36% | 2.36% | $23,000.00 | Does not meet goal, Prime completed the BID forms. |
| 4 | $15,000,000.00 | Construction | 32.00% | 16.00% | 32.00% | $2,400,000.00 | Meets Goal. One of the Primes is M/WBE. |
| 6 | $249,600.00 | Architecture & Engineering | 15.00%** | 0.00% | 0.00% | $0.00 | Does not meet DBE goal, Prime completed the BID forms. |
| 7 | $29,464,538.00 | Construction | 32.00% | 32.00% | 32.00% | $9,428,652.16 | Meets Goal |
| 14 | $3,100,000.00 | Construction | 32.00% | 32.22% | 32.05% | $998,746.46 | Exceeds Goal |
| 15 | $4,661,560.00 | Construction | 32.00% | 32.98% | 32.98% | $1,537,327.50 | Exceeds Goal |
| 20 | $1,078,824.36 | Architecture & Engineering | 7.00%** | 8.50% | 8.5% | $91,700.07 | Exceeds DBE Goal |
| 21 | $290,868.75 | Professional Services | 17.00%** | 51.26% | 51.26% | $149,085.95 | Exceeds DBE Goal |
| 22 | $124,420.78 | Construction | 25.00* | 0.00% | 19.63% | $24,420.78 | Does not meet goal, Prime completed the BID forms. |

| 25 | $514,784.43 | Other Services | N/A | N/A | N/A | N/A | M/WBE N/A CO-OP |
|----|-------------|----------------|-----|-----|-----|-----|-----------------|
| 26 | $18,133,470.00 | Goods | N/A | N/A | 100.00% | $18,133,470.00 | M/WBE N/A CO-OP, Prime is M/WBE. |
| 27 | $344,455.02 | Other Services | N/A | N/A | N/A | N/A | M/WBE N/A CO-OP |
| 28 | $1,000,000.00 | Other Services | N/A | N/A | N/A | N/A | M/WBE NA Other Services |
| 29 | $3,676,924.00 | Other Services | N/A | N/A | N/A | N/A | M/WBE NA Other Services |
| 30 | $1,898,075.00 | Other Services | N/A | N/A | N/A | N/A | M/WBE NA Other Services |
| 31 | $1,143,472.98 | Other Services | 23.80%* | 0.00% | 0.00% | $0.00 | Does not meet goal, Prime completed the Bid forms. This is a specialty service. |
| 32 | $416,066.00 | Other Services | N/A | N/A | N/A | N/A | M/WBE NA Other Services |
| 36 | $1,230,600.00 | Construction | 32.00%** | 0.36% | 0.36% | $4,400.00 | Exceeds DBE Goal |
| 38 | $12,711,348.00 | Construction | 32.00% | 37.36% | 66.86% | $8,498,666.94 | Exceeds Goal |

**\*This item reflects the previous BID Policy goal.**
**\*\*This item has a DBE goal.**

## The following items do not meet the M/WBE goal, but comply with the BID Policy:

**Agenda Item No. 3** Authorize a construction services contract to Ameresco, Inc. for installation of solar photovoltaic and battery energy storage system at Bachman Recreation Center. Award amount will not exceed $975,000.00. The prime selected an M/WBE subcontractor.

**Agenda Item No. 22** Authorize an increase in the construction services contracts with Nouveau Construction and Technology Services, L.P. to continue to provide job order contacting services at City facilities. The award amount is not to exceed $124,420.78. Total award amount will increase from $456,586.99 to $581,007.77. The overall M/WBE participation is 34.19%

**Agenda Item No. 31** Authorize Supplemental Agreement No. 3 to increase to the service price agreement with Miner Ltd. dba Overhead Door Co. of Dallas for citywide overhead door repair, maintenance, parts, and labor. Award amount will not exceed $1,143,472.98. Total award will increase from $4,573,891.92 to $5,717,364.90. The Prime did not have M/WBE participation in this specialty service.

**Local Businesses**

The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There are a total of 24 prime contractors considered in this agenda. The local status for each prime contractor and the percentage of local workforce is also included in the agenda information sheet.

| Vendor | Local | | Non-Local | | Total |
|---|---|---|---|---|---|
| **Prime** | 17 | 70.83% | 7 | 29.17% | **24** |
| **M/WBE Sub** | 11 | 57.89% | 8 | 42.11% | **19** |

Please feel free to contact me or Joyce Williams, Director Small Business Center if, you have any questions or should you require additional information.

Kimberly Bizor Tolbert
Deputy City Manager

c:

| | |
|---|---|
| TC Broadnax, City Manager | Majed A. Al-Ghafry, Assistant City Manager |
| Tammy Palomino, Interim City Attorney | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Mark Swann, City Auditor | Dr. Robert Perez, Assistant City Manager |
| Bilierae Johnson, City Secretary | Carl Simpson, Assistant City Manager |
| Preston Robinson, Administrative Judge | Jack Ireland, Chief Financial Officer |
| Jon Fortune, Deputy City Manager | Genesis D. Gavino, Chief of Staff to the City Manager |
| | Directors and Assistant Directors |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-928 3 | $975,000.00 | Construction | 32.00% |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 2.36% | 2.36% HF | $23,000.00 |
| Subject: | Authorize a construction services contract for installation of solar photovoltaic and battery energy storage system at Bachman Recreation Center located at 2750 Bachman Drive - Ameresco, Inc., most advantageous proposer of three - Not to exceed $975,000.00 - Financing: Capital Construction Fund |||
| This contract does not meet the M/WBE goal. ||||
| MECA Construction, L, HF, 2.36% - Concrete (labor) ||||
| Ameresco, Inc– Local; Workforce – 0.14% Local ||||

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-976 4 | $15,000,000.00 | Construction | 32.00% |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 16.00% | 32.00% HF | $2,400,000.00 |
| Subject: | Authorize a two-year construction services contract, with three one-year renewal options, to perform job order contracting services for environmental remediation at City of Dallas buildings with Prism Response LLC, dba Alloy Group, and RNDI Companies, Inc., the most advantageous proposers of three - Not to exceed $15,000,000.00 - Financing: General Fund ($5,000,000.00) and Capital Construction Fund ($10,000,000.00) |||
| Job Order Contracting Services at City Facilities have a 32.00% M/WBE goal, one of the Primes is a M/WBE. ||||
| A&A Construction, Non-Local, HF, 32.00% - Transportation (RNDI's Subcontractor) ||||
| RNDI Companies – Local, HF - (Prime Contractor) ||||
| RNDI Companies – Local; Workforce – 100.00% Local ||||
| Prism response dba Alloy Group – Local; Workforce – 50.00% Local ||||

| Agenda Item # | Contract Amount | Procurement Category | DBE Goal | |
|---|---|---|---|---|
| 23-926 6 | $249,600.00 | Architecture & Engineering | 15.00% | |
| | **DBE Subcontracting %** | **DBE Overall %** | **DBE Overall Participation $** | |
| | 0.00% | 0.00% | $0.00 | |
| **Subject:** | Authorize an engineering services contract with O'Brien Engineering, Inc. to provide engineering services for the analysis of Garage A and B pedestrian concourse walkway roof and heating, ventilation, and air conditioning (HVAC) system as well as other HVAC system around the garage/terminal area, correct existing deficiencies, bid phase and construction administration services at Dallas Love Field - Not to exceed $249,600.00 - Financing:  Aviation Fund | | | |
| **This contract does not meet the DBE goal.** | | | | |
| O'Brien Engineering, Inc – Local; Workforce – 10.00% Local | | | | |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal | |
|---|---|---|---|---|
| 23-983 7 | $29,464,538.00 | Construction | 32.00% | |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** | |
| | 32.00% | 32.00% | $9,428,652.16 | |
| **Subject:** | Authorize (1) a development loan agreement and security documents with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) in an amount not to exceed $4,618,487.00 in HOME Investment Partnerships Program Funds, conditioned upon Applicant receiving 2023 4% Housing Tax Credit award for the development of mixed-income affordable multi-family senior living community known as Estates at Ferguson, located at 9220 Ferguson Road, Dallas, Texas 75228 (Property); (2) a development loan agreement and security documents with the Dallas Housing Finance Corporation (DHFC), or  affiliate(s) thereof in an amount not to exceed $3,965,000.00 in Community Development Block Grant Disaster Recovery (CDBG-DR) Funds to purchase and own the Property; and (3) the DHFC to enter into a long-term ground lease with Applicant and/or its affiliate(s), for the development of the Property pursuant to 24 CFR 570.201(a) and (b) - Not to exceed $8,583,487.00 - Financing: HOME Investment Partnerships Funds ($4,618,487.00) and Community Development Block Grant Disaster Recovery Funds ($3,965,000.00) | | | |
| **This contract meets the M/WBE goal.** | | | | |
| Generation Housing Partners, LLC. - Local; Workforce - 66.66% Local | | | | |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1009 14 | $3,100,000.00 | Construction | 32.00% |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 32.22% | This Item 32.22% Overall Item 32.05% HM, WF | $998,746.46 |

| Subject: | Authorize an increase in the construction services contract with Viking Construction, LLC f/k/a Viking Construction, Inc. for the 2022 Two-Year Term Agreement Slurry Seal and Polymer Modified Micro-Surfacing Contract - Not to exceed $3,100,000.00, from $12,423,914.65 to $15,523,914.65 - Financing: General Fund |
|---|---|

**This contract exceeds the M/WBE goal.**

**Change Order No. 1 – 32.22% Overall MWBE participation**
Elite Striping LLC, Local, HM, 4.84% - Pavement Markings
Four B Paving, Non-Local, WF, 27.38% - Emulsion Supply
**This Item – 32.05% MBE participation**
Elite Striping LLC, Local, HM, 4.53% - Pavement Markings
Four B Paving, Non-Local, WF, 27.52% - Emulsion Supply

Viking Construction, Inc – Non-local; Workforce – 0.00% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-932 15 | $4,661,560.00 | Construction | 32.00% |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 32.98% | 32.98% HM, WF, WF, HF | $1,537,327.50 |

| Subject: | Authorize a construction services contract for the construction of the Jefferson/Twelfth Connector Lane Diet/Removal Project - Jeske Construction Co., lowest responsible bidder of two - Not to exceed $4,661,560.00 - Financing: Street and Transportation (A) Fund (2017 General Obligation Bond Funds) ($3,811,812.00), Water Capital Improvement F Fund ($679,654.00), and Wastewater Capital Improvement G Fund ($126,394.00), Water Construction Fund ($31,325.00) and Wastewater Construction Fund ($12,375.00) |
|---|---|

**This contract exceeds the M/WBE goal.**

| Flowline Utilities, Local, HM, 16.37% - Utilities |
| Champion Solutions, Non-Local, WF, 0.04% - Fuel |
| Buyer's Barricades, Local, WF, 0.34% - Traffic Control |
| C. Green Scaping, LP, Non-Local, HF, 16.21% - Landscaping |
| True Environmental, Local, WF, 0.02% - SWPPP |
| Jeske Construction Company– Local; Workforce – 85.00% Local |

| Agenda Item # | Contract Amount | Procurement Category | DBE Goal |
|---|---|---|---|
| 23-765 20 | $1,078,824.36 | Architecture & Engineering | 7.00% |
| | **DBE Subcontracting %** | **DBE Overall %** | **DBE Overall Participation $** |
| | 8.5% BM, PM | 8.5% BM, PM | $91,700.07 |
| **Subject:** | Authorize a professional engineering services contract with Halff Associates, Inc. to provide engineering services for the Oak Farms Local Corridors conceptual engineering study in the area from Interstate Highway 30 to the north; Trinity River to the northeast; Beckley Avenue, Elsbeth Street, and Zang Boulevard to the west; Cumberland Street and Marsalis Avenue to the southwest; and DART Red Line to the southeast - Not to exceed $1,078,824.36 - Financing: Oak Farms Project Fund | | |

**This contract exceeds the DBE goal.**

| Cemetrics, LLC, Non-Local, BM, 7.79% - Public Involvement |
| Beyond Engineering & Testing, Local, PM, 0.71% - Geotech |
| Halff Associates, Inc. –Local; Workforce – 22.80% Local |

| Agenda Item # | Contract Amount | Procurement Category | DBE Goal |
|---|---|---|---|
| 23-1045 21 | $290,868.75 | Professional Services | 17.00% |
| | **DBE Subcontracting %** | **DBE Overall %** | **DBE Overall Participation $** |
| | 51.26% IM, HM | 51.26% IM, HM | $149,085.95 |
| **Subject:** | Authorize a three-year professional design services contract for traffic signal design services for the following six intersections: Gaston Avenue and Haskell Avenue; Oates Drive and Peavy Road; Lake June Road and Pleasant Drive; Ledbetter Drive and Veterans Drive; Buckner Boulevard and Hume Drive; McKinney Avenue and Routh Street; and other related tasks - HDR Engineering Inc., most highly qualified proposer of five - Not to exceed $290,868.75 - Financing: Coronavirus State and Local Fiscal Recovery Fund | | |

**This contract exceeds the DBE goal.**

| ARS Engineers, Inc., Local, IM, 39.46% - Survey and SUE |
|---|
| OTHON, INC, Local, HM, 11.80% - Design |
| HDR Engineering, Inc. –Local; Workforce – 24.39% Local |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1186 22 | $124,420.78 | Construction | 25.00%* |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 19.63% IM | This Item 19.63% IM Overall Item 34.19% IM HM | $24,420.78 |
| Subject: | Authorize (1) an increase in the construction services contracts with Nouveau Construction and Technology Services, L.P. to continue to provide job order contacting services at City facilities; and (2) an increase in appropriations in an amount not to exceed $124,420.78 in the Building Inspection Fund - Not to exceed $124,420.78, from $456,586.99 to $581,007.77 - Financing: Building Inspection Fund (subject to annual appropriations) | | |
| *This item reflects previous Business Inclusion and Development Policy M/WBE goal. | | | |
| **Job Order Contracting Services at City Facilities have a 25.00% M/WBE goal.** | | | |
| **Change Order No 1 – 34.19% Overall MWBE participation** Nouveau, Non-Local, IM, 28.06% - GC Ventura Construction, Local, HM, 6.13% - Buildout **This Item – 19.63% MWBE participation** Nouveau, Non-Local, IM, 19.63%% - GC | | | |
| Nouveau Construction, – Non-Local; Workforce – 29.00% Local | | | |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-34 25 | $514,784.43 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |

| Subject: | Authorize a three-year cooperative purchasing agreement for the acquisition and service maintenance and support of a web application firewall and distributed denial of service protective technologies for the Department of Information and Technology Services with ePlus Technology, Inc. through the Interlocal Purchasing System cooperative agreement - Not to exceed $514,784.43 - Financing: Data Services Fund (subject to annual appropriations) |
|---|---|

**The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.**

ePlus Technology, Inc. - Non-local; Workforce - 1.39% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1206 26 | $18,133,470.00 | Goods | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | 100.00% | $18,133,470.00 |

| Subject: | Authorize a three-year master agreement for the purchase of janitorial supplies, trash bags, and liners for the Department of Aviation with M.A.N.S. Distributors, Inc. through The Local Government Purchasing Cooperative (BuyBoard) agreement - Estimated amount of $18,133,470 - Financing: Aviation Fund |
|---|---|

**The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements, however, the prime contractor is a certified M/WBE.**

M.A.N.S. Distributors, Inc., Local, IF (Prime Contractor)
M.A.N.S. Distributors, Inc. - Local; Workforce – 59.00% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1204 27 | $344,455.02 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |

| Subject: | Authorize the purchase of automated chest compression systems for the Fire-Rescue Department with Stryker EMS through the National Association of State Procurement Officials cooperative agreement - Not to exceed $344,455.02 - Financing: Coronavirus State and Local Fiscal Recovery Funds |
|---|---|

**The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.**

Stryker EMS – Non-local; Workforce – 0.00% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1233 28 | $1,000,000.00 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |
| **Subject:** | Authorize (1) service contracts for shelter capacity overflow services to increase sheltering capacity services for the homeless in the amount of $375,000 for Austin Street Center; in the amount of $375,000 for Bridge Steps dba The Bridge; and in the amount of $250,000 for Family Gateway, Inc., most advantageous proposers of five for the period from January 19, 2023 through September 30, 2023; and (2) ratification(s) for the Office of Homeless Solutions to pay outstanding invoices for services provided from January 19, 2023 through May 1, 2023 in the amount of $210,000 for Austin Street Center; in the amount of $128,240 for Bridge Steps dba The Bridge; and in the amount of $75,000 for Family Gateway, Inc. - Total not to exceed $1,000,000 - Financing: U.S. Department of Housing and Urban Development Emergency Solutions Grant Funds | | |
| **This item is Other Services which does not have an availability and disparity participation goal.** | | | |
| Shelter Ministries of Dallas dba Austin Street Center - Local; Workforce – 100.00% Local<br>The Bridge Homeless Recovery Center – Local; Workforce – 47.74% Local<br>Family Gateway, Inc. – Local; Workforce - 52.00% Local | | | |

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1332 29 | $3,676,924.00 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |

| Subject: | Authorize (1) a one-year service contract in the amount of $1,150,000, with a one year renewal option in the amount of $1,150,000 with Services of Hope & Financial Hope CCS; (2) a one-year service contract in the amount of $536,581, with a one year renewal option in the amount of $540,343 with Catholic Charities of Dallas, Inc.; and (3) a one-year service contract in the amount of $150,000, with a one year renewal option in the amount of $150,000 with Dallas Leadership Foundation, for the administration of food distribution and delivery programs to residents of Dallas that have been impacted and/or had their needs exacerbated by the COVID-19 pandemic for the Office of Community Care, most advantageous proposers of six - Total amount not to exceed $3,676,924 - Financing: Coronavirus State and Local Fiscal Recovery Fund |
|---|---|

**This item is Other Services which does not have an availability and disparity participation goal.**

Services of Hope & Financial Hope CCS – Local; Workforce – 91.00% Local
Catholic Charities of Dallas, Inc – Local; Workforce – 35.00% Local
Dallas Leadership Foundation – Local; Workforce – 25.00% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1259 30 | $1,898,075.00 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |

| Subject: | Authorize a three-year service contract, with two one-year renewal options, for wastewater flowmeter monitoring services for the Water Utilities Department - Hach Company, most advantageous proposer of four - Not to exceed $1,898,075.00 - Financing: Wastewater Construction Fund (subject to annual appropriations) |
|---|---|

**This item is Other Services which does not have an availability and disparity participation goal.**

Hach Company – Non-local; Workforce – 0.5% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1205 31 | $1,143,472.98 | Other Services | 23.80%* |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 0.00% | 0.00% | $0.00 |

| Subject: | Authorize Supplemental Agreement No. 3 to increase to the service price agreement with Miner Ltd. dba Overhead Door Co. of Dallas for citywide overhead door repair, maintenance, parts, and labor - Not to exceed $1,143,472.98, from $4,573,891.92 to $5,717,364.90 - Financing:  General Fund ($571,736.98), Capital Construction Fund ($190,579.00), Aviation Fund ($190,578.00), Dallas Water Utilities Fund ($185,528.66), and Stormwater Drainage Management Operations Fund ($5,050.34) (subject to annual appropriations) |
|---|---|

**This contract does not meet the M/WBE goal.**

Supplemental Agreement No. 3 – 0.00% Overall Participation
This Item – 0.00% MWBE Participation

Miner Ltd. dba Overhead Door Co.  – Local; Workforce – 16.66% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-1209 32 | $416,066.00 | Other Services | N/A |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | N/A | N/A | N/A |

| Subject: | Authorize a five-year service contract for a comprehensive web-based recreation management software system for the Park & Recreation Department - Vermont Systems, Inc. most advantageous proposer of five - Not to exceed $416,066 - Financing:  Recreation Program Fund (subject to annual appropriations) |
|---|---|

**The Business Inclusion and Development Policy does not apply to Other Service contracts.**

Vermont Systems, Inc. – Non-local; Workforce – 0.00% Local

| Agenda Item # | Contract Amount | Procurement Category | DBE Goal |
|---|---|---|---|
| 23-1129 36 | $1,230,600.00 | Construction | 0.00% |
| | **DBE Subcontracting %** | **DBE Overall %** | **DBE Overall Participation $** |
| | 0.36% HM | 0.36% HM | $4,400.00 |

| Subject: | Authorize a construction services contract for the University Crossing Trail Lighting Project from Ellsworth Avenue to the Matilda Bridge - RoeschCo Construction, LLC, lowest responsible bidder of two - Not to exceed $1,235,000.00 - Financing: University Crossing PID Trail Fund |
|---|---|

**This contract exceeds the DBE goal.**

Elite Striping, Local, HM, 0.36% - Striping

RoeschCo Construction, Inc. – Non-local; Workforce – 8.69% Local

| Agenda Item # | Contract Amount | Procurement Category | M/WBE Goal |
|---|---|---|---|
| 23-891 38 | $12,711,348.00 | Construction | 32.00% |
| | **M/WBE Subcontracting %** | **M/WBE Overall %** | **M/WBE Overall Participation $** |
| | 37.36% | 66.86% HM, HF, WF | $8,498,666.94 |

| Subject: | Authorize a construction services contract for the installation of water and wastewater mains at 21 locations (list attached to the Agenda Information Sheet) - Muniz Construction, Inc., lowest responsible bidder of four - Not to exceed $12,711,348.00 - Financing: Water (Drinking Water) - TWDB 2022 Fund ($9,939,813.00) and Wastewater (Clean Water) - 2022 TWDB Fund ($2,771,535.00) |
|---|---|

**This contract exceeds the M/WBE goal.**

MB Concrete Construction Inc, Local, HM, 32.09% - Concrete Paving
Cowtown Redi-Mix Inc, Non-Local, WF, 4.76% - Concrete Supplier
Big D Concrete, Inc, Local, WF, 0.39% - Concrete Supplier
Texas SWPPP Services, Non-Local, WF, 0.05% - Storm Water Prevention Planning
Partnering For Success, Inc, Non-Local, HF 0.07% - Partnering Meeting
Muniz Construction In, Local, HM, 29.50% - Underground Utilities (Prime Contractor)

Muniz Construction, Inc– Local; Workforce – 96.00% Local

# Memorandum

CITY OF DALLAS

DATE  May 19, 2023

TO  Honorable Mayor and Members of the City Council

SUBJECT  **Technology Accountability Report – April 2023**

Please find attached the Technology Accountability Report (TAR) based on information through April 30, 2023. The TAR is a progress report reflecting the performance and operational status of the city in purchasing, implementing, operating, and securing technology to achieve the city's priorities and service objectives.

NOTE: As this report provides information through April 30, 2023, it does not provide information regarding the recent Ransomware attack against the City. Publicly releasable information regarding this event, the impact to City services and the restoration of those services will be included in the May 2023 TAR which will be released on June 9, 2023.

If you have any questions, please contact William (Bill) Zielinski, Chief Information Officer and Director of Information & Technology Services.

Jack Ireland
Chief Financial Officer

c:  TC Broadnax, City Manager
    Tammy Palomino, Interim City Attorney
    Mark Swann, City Auditor
    Bilierae Johnson, City Secretary
    Preston Robinson, Administrative Judge
    Kimberly Bizor Tolbert, Deputy City Manager
    Jon Fortune, Deputy City Manager

    Majed A. Al-Ghafry, Assistant City Manager
    M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
    Dr. Robert Perez, Assistant City Manager
    Carl Simpson, Assistant City Manager
    Genesis D. Gavino, Chief of Staff to the City Manager
    Directors and Assistant Directors

# Technology Accountability Report (TAR)

City of Dallas

# Executive Summary

The highlights of the April 2023 Technology Accountability Report (TAR) include:

- Section 1: IT Programs & Projects – During April 2023, one major project was completed:
  - Phase I of the ***Visualization Engineering Services*** project (#40 on this month's Major Projects List) was completed on 4/28/2023. This project provides a validated baseline of the City of Dallas' current technology landscape and will be used to define and track health and risk associated with systems and services and track progress in remediation.
- Section 1: IT Programs & Projects – During April 2023, one major projects was added to the major project list. The *Body Worn Cameras for Code Personnel* project was added to the Major Project's List as item #8. This project will purchase body-worn cameras, install infrastructure for storing and charging the cameras when not in use, and store and maintain the video that is captured through their use.
- Section 5: IT Infrastructure – An update on efforts to identify and remediate technical debt present in the technology environment.
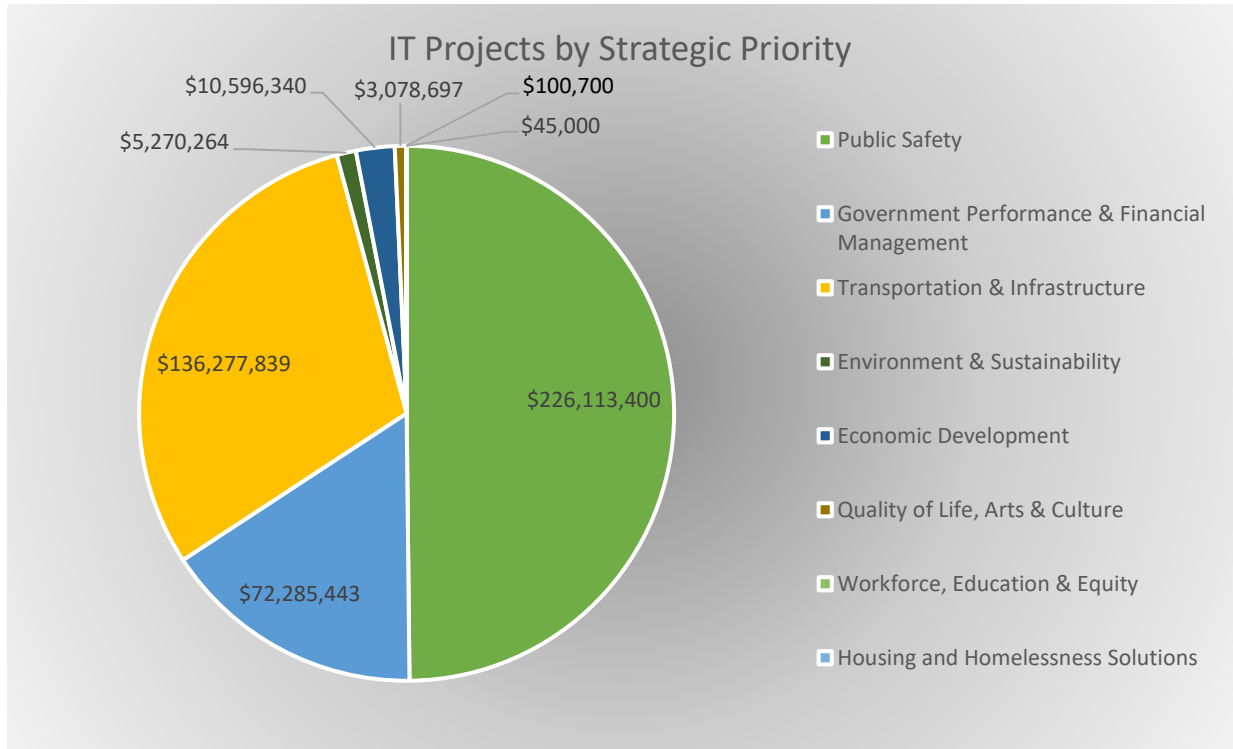
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# Section 1:  IT Programs & Projects
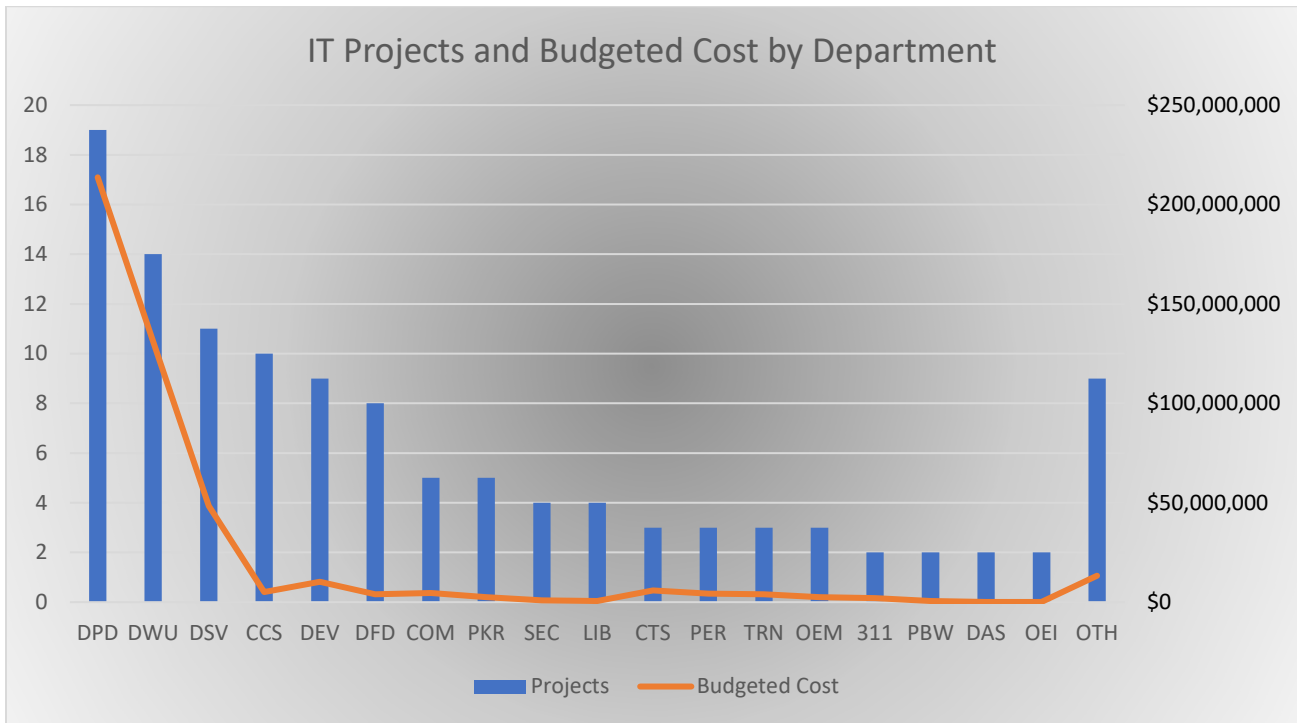
## A. Project Pipeline

### 1. IT Projects by Strategic Priority



IT Projects by Strategic Priority

- Public Safety — $226,113,400
- Government Performance & Financial Management — $72,285,443
- Transportation & Infrastructure — $136,277,839
- Environment & Sustainability — $5,270,264
- Economic Development — $10,596,340
- Quality of Life, Arts & Culture — $3,078,697
- Workforce, Education & Equity — $100,700
- Housing and Homelessness Solutions — $45,000

**NOTES:**

1. As of 04/30/2023, ITS has 118 approved IT projects in the pipeline.
2. The total budgeted costs for the 118 projects are $453,767,683.
3. Project pipeline includes at least one project aligned to every one of the identified 8 strategic priorities.
4. The highest number of active IT projects are aligned to the Public Safety Strategic Priority with a total of 33 projects at a total budgeted cost of $226.1M, followed by Government Performance & Financial Management with a total of 29 projects at a total budgeted cost of $72.3M, Transportation & Infrastructure with a total of 20 projects at a total budgeted cost of $136M, and Environment & Sustainability with 13 projects at a total budgeted cost of $5M.

2. *IT Projects and Budgeted Cost by City Department*



IT Projects and Budgeted Cost by Department

**NOTES:**

1. 28 City Departments are represented across the 118 approved IT projects in the pipeline.
2. Dallas Police Department has 19 active projects at a total budgeted cost of $213.6 million, followed by Dallas Water Utilities with 14 active projects at a total budgeted cost of $131.1 million, Information & Technology Services with 11 projects at a total budgeted cost of $48.3M, Code Compliance with 10 projects at a total budgeted cost of $5.1M, and Development Services with 9 active projects at a total budgeted cost of$10.2M.
3. 9 Departments have 1 active project each, making up the Other (OTH) group in figure 2 above.

# B. Major Project Status

-------------------------------------------------------------------------------------------------
**LEGEND:**
- **Cancelled:** The project has not finished, and work on the project will not continue.
- **Completed:** Work on the project has finished, and all deliverables/tasks have been completed.
- **Delayed:** The project is still active, but we have passed the initial estimated completion date.
- **In Process:** The project is currently being worked on by the project team.
- **On Hold:** The project has not finished, and work on the project has been suspended.
- **Ongoing:** The project consists of multiple phases or is an operational project. Some portions have been completed, but the project has not fully reached fruition.
-  : Addresses technical debt
-  : PCI project

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 1. | Enterprise Contact Center (ECC) Solution | The Enterprise Contact Center application within the City of Dallas is a secure, reliable, and scalable call platform to meet the high call volumes and growth to meet the needs of city residents. The ECC includes Natural Language Processing (NLP), Knowledge Base, Workforce Management, Interactive Voice Response (IVR), Courtesy Call Back, and other core call center capabilities to support multiple departments across the city. ($2,134,245) | GPFM | 311 | TBD | In Process |  |
| 2. | Ethics Point Salesforce Integration | The purpose of this system is to promote and support ethical financial compliance. ($63,164) | GPFM | ATT | Dec-23 | In Process | |
| 3. | Core Financial System Upgrade | The CGI Advantage 3 system is utilized by all departments within the City for processing and recording of all budget, procurement and financial accounting transactions and interfaces with many enterprise business applications. This major upgrade will move the City's core financial system to a cloud-based solution providing advanced capabilities and incorporating modern technologies such as robotic process automation (RPA) and machine learning (ML) to improve the quality and speed of financial transactions. ($11,823,168) | GPFM | CCO | Dec-24 | In Process |  |
| 4. | Code Case Management System Phase 2 (Boarding Homes) | CCMS Phase 2 provides Code Compliance Services (CCS) with an application to support all operational, mobility, integration with 311 CRM/SAN/CTS, and other supporting departments, in managing service requests from city residents. ($344,858) | Environment & Sustain | CCS | Oct-20 | Delayed |  |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 5. | Asset Management System | The Code Compliance office is seeking an asset management system to manage a number of different of assets to include Ballistic vests, uniform items (pants, belts, reflective vests, shirts, jackets) that they issue officers, and other equipment deployed to their staff to perform their duties. This effort gathers requirements to conduct market research and identify potential solutions to meet the business need. ($76,000) | Environment & Sustain | CCS | TBD | Delayed | |
| 6. | Consumer Protection online Salesforce Application/ permitting system | This system will allow the department to implement online permit process for seven applications (wood vendor, motor vehicle repairs, Credit access, electronic repairs, home repair, scrap tire). Will Allow business owners to access, complete, submit, and track their business permit applications online. ($318,050) | Environment & Sustain | CCS | Jul-23 | In Process | PCi |
| 7. | Envision Connect Replacement Project | This project will replace the current Restaurant Inspection System - Envision Connect. Envision Connect is at the end of life for support. The vendor is requesting to move to their newer application for restaurant inspections. ($482,611) | Environment & Sustain | CCS | TBD | In Process | PCi |
| 8. | Body Worn Cameras for Code Personnel | Code Compliance is implementing body-worn cameras to enhance citizen interactions, officer safety, and provide investigatory evidence for field inspections. The department has completed a pilot with limited staff and will move forward with a phased rollout. (TBD) | Environment & Sustain | CCS | Feb-24 | In Process | |
| 9. | Remote Video Streaming | COM is currently exploring acquiring equipment that would allow live video and audio to be streamed from offsite locations to our control room. This is a frequently requested service by various departments and Council offices and aligns with COM's mission. ($192,166) | GPFM | COM | TBD | In Process | |
| 10. | Closed Captioning System for City Council Meetings | Closed Captioning on the live webstream/cable channel of City Council meetings will help meet ADA compliance and our Equity and Inclusion goals. ($504,612) | GPFM | COM | Jun-23 | In Process | |
| 11. | Court Case Management System: On Prem Upgrades | Upgrades to the current Court Case Management System to improve stability, performance, and resilience. ($259,016) | Public Safety | CTS | Dec-23 | In Process | 🖥️ |
| 12. | RFCSP for Court Case Management System | The current Court Case Management System (Tyler Technologies) contract will expire June 2024. CTS wishes to conduct market research and conduct a competitive procurement to ensure the best solution is selected to upgrade and improve court case management. ($4,371,720) | Public Safety | CTS | TBD | In Process | 🖥️ |
| 13. | DAS Inventory Management Tool | Dallas Animal Services manages a large inventory of drugs, supplies and business equipment needed to perform their functions. Currently inventory management is done through a legacy system database (animal software) or on spreadsheets, but are inadequate to provide appropriate controls, auditability, and functionality. ($14,062) | Environment & Sustain | DAS | TBD | Delayed | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 14. | iNovah Upgrade | This project upgrades existing software to most recent version and provides new hardware for iNovah, the Point of Sale/cashiering system for Sustainable Development. ($484,350) | ECO | DEV | TBD | In Process |  |
| 15. | Expand OnBase to the entire SDC Department | The OnBase content management system was originally implemented only for the Building Inspection division within the Development Services Department (DEV). Purpose of this project is to implement the content management system to all divisions within DEV. ($180,712) | ECO | DEV | TBD | On Hold | |
| 16. | Development Services Training Simulator | The building permitting and inspection process involves a number of different components operating independently on separate software platforms. The purpose of this project is to develop a training simulator that allows for cross-collaboration across city divisions to improve quality and efficiency of processes. ($50,000) | ECO | DEV | TBD | On Hold | |
| 17. | Customer Queuing software | Customers currently walking into the permit center need to be able to "sign in" and set appointments remotely. DEV needs to be able to offer this service to their customers to better track the data associated with their customers' experiences; volume, wait times, types of service...etc.  This project will identify, procure, and implement a customer queue management solution for Development Services. ($60,000) | ECO | DEV | Jul-23 | In Process | |
| 18. | Land Management System_POSSE replacement project | The city's current permitting system has reached end of life, cannot interact with the new geospatial technology standards, and is difficult to change to support new business requirements, and workflows. This project will deploy a new system to replace the existing system and to add efficiencies in the permitting process. ($9,746,780) | ECO | DEV | Sep-25 | In Process |  |
| 19. | Telestaff | Telestaff automated scheduling and staffing system for City of Dallas Public Safety 24-hr employees' integration with Workday Payroll System. ($731,238) | Public Safety | DFD | Sep-22 | On Hold |  |
| 20. | Smart Device/Technology Behavioral Health App for DFR members | This project will provide a Peer Support Contact App for Dallas Fire–Rescue (DFR) personnel.  At Dallas Fire-Rescue (DFR), the City is promoting whole-person wellness. This new application will supplement existing mental health support services available to the City's DFR members. ($170,000) | Public Safety | DFD | TBD | On Hold | |
| 21. | Unmanned Aerial Systems (Drones) | Unmanned Aerial Systems (UAS) may be used during crucial emergency response occurrences., giving real-time video to improve situational awareness, officer safety, and thermal assessment. They are useful in a variety of special operations, including Haz-Mat, search and rescue, water rescue, and wildland fires, allowing Incident Command and Executive Staff to perform airborne surveys of an incident. ($111,400) | Public Safety | DFD | Sep-23 | In Process | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 22. | Station Alerting System | Dallas Fire Rescue dispatches resources from 58 fire stations strategically deployed throughout the City. To avoid response delays, DFR relies on a station Alerting System that integrates with our Computer Aided Dispatch (CAD) system to advise firefighter/paramedics of assistance calls. The current station alerting system is end of life, difficult to maintain, and lacks the full range of functionality more modern solutions provide. This project will conduct market research into, procure, and implement a new, modern station alerting system for Dallas Fire Rescue. ($1,860,000) | Public Safety | DFD | Sep-23 | |  |
| 23. | IT Infrastructures For New Fire Stations 19, 21, 36, 41, 46, 58 & 59 | Total of 8 new and rebuild Dallas Fire Stations are being constructed in scope Sta. 46, 36, 59, 41 Temp, 41 Replacement, 19, 58 and 21 FS/AVI Center. All new IT infrastructures including cabling, network, workstations, printers, radio Alerting system equipment, etc., will be activated in line with facility openings. ($131,688) | Public Safety | DFD | Oct-23 | In Process | |
| 24. | Mobile Surveillance Platform Vehicles (Formerly known as Bait Car) | The Dallas Police Department ("DPD") currently operates a fleet of 25 Mobile Surveillance Platform vehicles. These vehicles are deployed throughout the City and serve as "bait cars". These vehicles are outfitted with covert cameras, microphones, GPS, and other capabilities. ($700,000) | Public Safety | DPD | TBD | On Hold | |
| 25. | County CAD Collaboration | Upgrade and expand the city's Computer-Aided Dispatch (CAD), extending it to the County to improve collaborate on emergency 911 call center responses. This project is also required to fully implement the upgrade of the 911 call center's telecommunications infrastructure. ($0) | Public Safety | DPD | TBD | In Process |  |
| 26. | DPD - Auto Pound | This project provides a public portal to allow for citizens to pay fines and fees online to the auto pound in order to recover their vehicle. The information from the payment system allows for better management of the DPD Auto Pound. ($311,006) | Public Safety | DPD | TBD | In Process | |
| 27. | WEB-RMS | This project will migrate DPD's current law enforcement Records Management System (RMS) case management system from the current onsite solution to an upgraded Web-based system. The upgraded RMS will give the department needed functionality that is not available to the department currently in the on-premise solution. Current limitations require process workarounds creating potential errors and inefficiencies which will be resolved with the upgrade. ($1,010,000) | Public Safety | DPD | TBD | In Process | |
| 28. | Real Time Crime Center (RTCC) Video Integration (Previously Starlight) | To provide an analytics-driven video monitoring platform, capable of alerting the Dallas Police Department's Real Time Crime Center (RTCC) of criminal behavioral indicators and activity occurring at local businesses. ($747,052) | Public Safety | DPD | Feb-23 | In Process | |
| 29. | Ricoh-Fortis Document Management System Replacement | The DPD Fortis document management system is at end of life and no longer supported. This project will replace and upgrade the DPD document management system. ($217,633) | Public Safety | DPD | TBD | In Process | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 30. | COBWEBS | This project will implement social media investigative software for the Police Department (DPD). This software will provide an efficient tool for investigating social media post from potential suspects to aid in investigations. ($93,353) | Public Safety | DPD | Apr-23 | In Process | |
| 31. | P25 Compliant Radio Project | The city's current public safety radio network is 40 years old and not compliant with new standards (P25) for these networks. This project installs all-new infrastructure for a fully P25 compliant radio communications system that will be used by multiple departments within the City and County of Dallas. This system is intended and designed to host external governmental agencies throughout the region. ($54,898,873) | Public Safety | DPD | Jun-23 | In Process |  |
| 32. | Axon Air (Drones) | UAS capture vital information that officers can use to resolve very dangerous situations with in the best possible way. The information can be sent, in real-time, to officers in the field. Also, the data gathered from UAS can be key in an investigation for locating suspects who are wanted for a crime. For example, murder suspect barricades himself in a residence, the UAS will be able to be sent in to let the officers in the field know if there are innocent citizens in danger or if the officers have time to deescalate and talk the suspect out. UAS technologies are used by departments and agencies across the nation. Agencies that use UAS technology have seen great benefits from the information gathered in real time situations. Combining this technology with Axon Air will provide the real time intelligence and evidentiary needs to create the holistic solution. ($20,160) | Public Safety | DPD | Jul-23 | In Process | |
| 33. | Non-City Business Live Surveillance (Fusus) | The Fūsus product suite will provide a video and data collaboration platform to expedite intelligence gathering and efficiency of response to situations as they unfold throughout the community. Further, providing a tool for identifying the location of cameras in proximity that may provide valuable information to aid in the response and/or subsequent investigation. ($478,589) | Public Safety | DPD | Sep-23 | In Process | |
| 34. | Early Warning System | This project provides the Dallas Police Department a data-driven, decision-making support application that helps Police leadership systematically identify officers who are showing signs that they are at risk to citizens or of executing law enforcement objectively. The platform utilizes data from a multitude of sources to assess and score risk and provide information to DPD leadership for potential interventions. ($302,495) | Public Safety | DPD | Oct-23 | Ongoing | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 35. | Surveillance Cameras and Real Time Crime Center | This project will provide a "Real Time Crime Center" capability within Jack Evans police station. It will include 1) building a new command center video room (Real Time Crime Center), 2) building camera installations, 3) video camera software, video storage and surveillance camera installations at intersections, and 4) Trailer camera installations. ($16,261,454) | Public Safety | DPD | Dec-24 | In Process | |
| 36. | In Car Video - Body Worn Camera - Interview Room | There is a Federal Requirement to video record public safety stops. In car systems involve video in patrol cars. Body Worn Cameras involve wearable video cameras systems for officers. Interview Rooms involves replacement of video equipment in Public Safety interview rooms. ($134,756,801) | Public Safety | DPD | Dec-24 | In Process | |
| 37. | Use of Force - Police Strategies LLC | This project will provide a data analytics platform which produces analytic dashboards which provides comparative analyses by extracting data from incident reports & officer narratives, analyzes the data using established algorithms, and produces written summary reports used by DPD leadership in focusing resources. ($1,383,800) | Public Safety | DPD | Jul-26 | Ongoing | |
| 38. | Unsupported Software Remediation | Identify Servers running unsupported Software, DBs running unsupported versions of software, and Applications that will require modifications to bring up to supported software levels. Develop a plan to upgrade, in a sequenced fashion. ($0) | GPFM | DSV | Dec-20 | Ongoing |  |
| 39. | Apptio IT Financial Transparency SaaS | This project is for a cloud-based solution for the Department of Information and Technology Services (ITS) to gain detailed insight into information technology (IT) expenses, cloud infrastructure / software usage and other IT related costs. ($1,353,866) | GPFM | DSV | Mar-23 | In Process | |
| 40. | Visualization Engineering Services | Purchase of Visualization Engineering services will provide an authoritative visualization of our Current State and Future States - an effort critical to information data center improvements. The outputs of this engagement will be crucial to the success of planned improvements to Application Portfolio Management in addition to the stated necessity in regard to data center improvements. ($685,972) | GPFM | DSV | Apr-23 | In Process |  |
| 41. | ServiceNow Phase 2 | ServiceNow Phase 2 comprises 4 major tasks or subprojects - "IT Software and Hardware Asset Management", "ServiceNow Stabilization and Workflow Improvement", "ServiceNow Fedramp Cloud Migration", and "ServiceNow Version Upgrade to San Diego Q1 2022". ($1,305,890) | GPFM | DSV | Jun-23 | In Process | |
| 42. | Relocate Development Services to New Facility | In September 2022, the City of Dallas purchased a new facility at 7800 N. Stemmons Freeway which will serve as the offices and storefront for the Development Services Department (DEV). This project will provide all new IT infrastructure including cabling, network, workstations, printers, radio equipment, etc. in line with the facility opening. ($5,000,000) | GPFM | DSV | Nov-23 | In Process | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 43. | Network Unified Communications Upgrade | The City's current collaboration suite is at end of life and requires an update to maintain functionality and reduce risk. This project will upgrade the Unified Communications Management (UCM) to the latest version available. ($618,180) | GPFM | DSV | Dec-23 | In Process |  |
| 44. | Data Center Improvement Program | This program provides a comprehensive review, assessment, and cleanup of the City Hall Data Center and all other locations which hold primary and ancillary equipment used for IT operations in the City. ($10,700,000) | GPFM | DSV | Apr-24 | Ongoing | |
| 45. | IT Project and Portfolio Management Tool | This project will implement a new Project and Portfolio Platform (PPM) tool suite to provide a centralized and automated project management portfolio, assist with project intake, and improve the tracking and management of IT projects. ($300,134) | GPFM | DSV | Aug-24 | In Process |  |
| 46. | Digital Equity Infrastructure | This project seeks to meet the City's vision of ensuring that all Dallas households will have high-speed, reliable internet and access to devices in their homes by seeking commercial telecommunication service providers to develop and implement digital equity infrastructure which addresses established gaps in targeted communities. ($40,000,000) | GPFM | DSV | Dec-23 | In Process | |
| 47. | Enterprise Capital Project Management System (ECPMS) Phase 2 | Phase 2 Implementation of the Enterprise Capital Project Management System (ECPMS), IBM Tririga, to support the DWU Capital Projects division. Also, includes the delivery of reporting enhancements and efficiencies to the Phase 1 implementation. ($2,169,090) | Transport & Infra | DWU | Dec-22 | In Process | |
| 48. | Enterprise Work Order and Asset Management (EWAMS) Phase 2 | Implementation of an Enterprise Work Order and Asset Management System (EWAMS), that can be utilized as the standard for the City of Dallas. The Phase 2 effort of this Enterprise platform implementation will manage Work Orders and Maintenance. ($4,901,864) | Transport & Infra | DWU | Sep-23 | In Process | |
| 49. | LIMS Acquisition and Implementation Phase 3 | DWU is implementing a Laboratory Information Management System (LIMS) for one Analytical Lab, five treatment plants, the Water Quality Division and the Watershed-Reservoir Division to increase regulatory compliance, productivity, efficiency and effectiveness. (TBD) | Transport & Infra | DWU | May-24 | In Process |  |
| 50. | Enterprise Work Order and Asset Management (EWAMS) Phase 3 | This professional service contract allows for continuous consultant services for the expansion of the Enterprise Work Order and Asset Management System (EWAMS).  Phase 3 will oversee the implementation of Dallas Water Utilities (DWU) Meter Services division. ($12,989,751) | Transport & Infra | DWU | May-28 | In Process | |
| 51. | Infrastructure Upgrade of Dallas LIB system (formerly called E-Rate) | This project will refresh existing, and add new components, to LIB Network Infrastructure.  The upgraded infrastructure will dramatically improve the delivery of digital services to LIB patrons. (TBD) | QOL | LIB | Sep-23 | In Process | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 52. | Library Website update | The library's website needs to be updated to meet the current and future needs of the library including being able to support additional online content and online programs and education. (TBD) | QOL | LIB | Dec-24 | In Process | |
| 53. | Neighborly Expansion - Fair Housing | The purpose of the software is to complete the Fair Housing assessment of housing projects. This ensures we affirmatively further fair housing in the City as required by the Fair Housing Act and HUD. ($25,700) | WEE | OEI | Mar-23 | Delayed | |
| 54. | Stormwater Compliance Information Management System | OEQ staff currently manage mission-critical and legally sensitive environmental management consent decree (EMCD) /permit-required tasks though a 20-year-old "homemade" information system built on MS Access 2002 and InfoPath. This project will procure and implement a new, modern system which provides timely information through dashboards and reports. ($49,900) | Environment & Sustain | OEQ | Mar-23 | In Process | |
| 55. | Implement Workday Prism | The Workday Prism Project will aggregate historical data from the City's prior payroll system and make it available with new payroll data in Workday. ($68,995) | GPFM | PER | May-22 | Delayed | |
| 56. | PKR-IT Infrastructures for New Parks and Recreation Sites Phase 2 | This project includes the acquisition and installation of IT infrastructure and services for new PKR facilities. New IT Infrastructures include local and metro network, internet, PCs, printers, security systems, point of sale systems, telephones, etc. ($670,000) | QOL | PKR | Apr-23 | Ongoing | |
| 57. | IT Infrastructure for Bachman Aquatic Center | Park and Recreation is building a new Bachman Aquatic Center which provides new Digital Service to Residents or Businesses. ($118,000) | QOL | PKR | May-23 | In Process | |
| 58. | PKR Recreational Management System | Dallas Park and Recreation Department is looking for a recreation management system to manage recreation activities and programs of its 43 recreation centers, 107 pavilions, 19 aquatic facilities and over 200 athletic fields. ($0) | QOL | PKR | Dec-24 | In Process | PCi |
| 59. | Payment Vendor (SAP Users - DWU) | This project is to migrate DWU and other user departments of online (Biller Direct) and IVR payments to a new payment platform which provides real-time information for payments and reconciliation. ($15,000,000) | Transport & Infra | SAP | Dec-23 | In Process | PCi |
| 60. | DWU Billing CIS and Customer Portal Replacement | DWU's current CIS system, SAP, will reach it's end of life in 2025. DWU must replace SAP by 2025 in order to ensure continuity of our billing. ($0) | Transport & Infra | SAP | Jul-24 | In Process | PCi |
| 61. | Electronic Document Management - EDMS | Project Provides Electronic Document Management and Document Archive System for City Secretary's Office. ($336,562) | GPFM | SEC | Dec-20 | On Hold | |
| 62. | Boards and Commissions Management Solution | The business objective for this project is to assist and upgrade the City Council's Boards and Commission appointment process in 3 key areas: New Boards and Commission Application Portal, Upgraded Boards and Commission Tracking/Reporting Solution. ($12,675) | GPFM | SEC | Apr-22 | In Process | |

| # | Project Name | Description | Strategic Priority | Dept. | Estimated Completion Date | Project Status | Value Adds |
|---|---|---|---|---|---|---|---|
| 63. | SEC Records Inventory Management Solution | Replace the current obsolete unsupported FoxPro database with a state-of-the-art software application (preferably SaaS) that provides full functionality for operating a records center. Replacing this application will improve the management of the 70,000+ ($231,440) | GPFM | SEC | Nov-22 | In Process | |
| 64. | Build an Ethics Financial Reporting Solution | The purpose of this system is to promote and support ethical financial compliance. ($15,000) | GPFM | SEC | Feb-23 | On Hold | |

**NOTES**

**1. Enterprise Contact Center (ECC) Solution.** Project is still in process. Anticipate approximately 3 – 6 months' work to implement Single Sign On (multi-factor authentication), for final delivery of the Lab (test portion) of the project, and potential re-evaluation of Salesforce integration.

**3. Core Financial System Upgrade.** The contract requirements and project timeline have been finalized and the contract action is targeting May or June Council agenda.

**4. Code Case Management System Phase 2 (Boarding Homes).** Application processing is delivered.  Awaiting Payment Card Industry (PCI) compliance to deploy remaining modules.

**5. Asset Management System.** Multiple departments have requested an asset/inventory management tool. ITS is consolidating requirements across departments to perform market research to determine whether an option for a city-wide solution can be provided.

**9. Remote Video Streaming.** Project plan/schedule is being developed. New date will be provided when available.

**13. DAS Inventory Management Tool.** Multiple departments have requested an asset/inventory management tool. ITS is consolidating requirements across departments to perform market research to determine whether an option for a city-wide solution can be provided.

**14. iNovah Upgrade.** Project is currently in planning stage.  Project date will be updated after the planning phase is complete.

**16. Development Services Training Simulator.** This project is on hold due to competing priorities.

**19. Telestaff.** Telestaff Scheduling System is operational.  Telestaff integration with Workday Payroll system on hold for a fully executed Accenture contract.

**20. Smart Device/Technology Behavioral Health App for DFR members.** Project requirements are being re-evaluated.

**23. IT Infrastructures For New Fire Stations 19, 21, 36, 41, 46, 58 & 59.** Project is being implemented in an agile fashion.  Stations 19, 21, 36, temp 41, 46 & 58 have been fully completed.  Next phase is expected to complete in August 2023.

**24. Mobile Surveillance Platform Vehicles (Formerly known as Bait Car).** Awaiting funding to be identified.

**27. WEB-RMS.** This project is still in the procurement process. Purchase request has been submitted. New date will be provided when available.

**29. Ricoh-Fortis Document Management System Replacement.** This project is in the planning stages. New date will be provided when available.

**31. P25 Compliant Radio Project.** Effective with August 2022, the new P25 Public Safety Radio system was live, operational, and performing as designed. All City departments have completed their migration to the new system. Project now moves into steady state operations and will be closed out as an active project in May 2023.

**36. In Car Video - Body Worn Camera - Interview Room.** Budget costs reflect new 10-year contract from Council Resolution 221784 dated Dec 14, 2022.

**37. Use of Force - Police Strategies LLC.** All initial project tasks have been completed. End date of project is 2026 because CoD will continue to provide data on a quarterly basis until the end of the contract.

**40. Visualization Engineering Services.** Phase I completed 4/28/2023.

**41. ServiceNow Phase 2.** This project is being implemented in an "Agile" fashion – rolling out in numerous phases. Estimated completion of next phase estimated June 2023.

**43. Network Unified Communications Upgrade.** Project is being implemented in an agile fashion. Unity Voice Mail portion is now complete. The next phase, "Call Manager" has an estimated completion date December 2023.

**45. IT Project and Portfolio Management Tool.** Project schedule adjusted in anticipation of Council approval in June 2023.

**47. Enterprise Capital Project Management System (ECPMS) Phase 2.** PCR pending by Vendor for update requirements/deliverables for linear segments, linear structures and X/Y coordinates, working with DWU GIS to finalize requirements.

**55. Implement Workday Prism.** Project On Hold awaiting new contract with Accenture for integration support.

**56. PKR-IT Infrastructures for New Parks and Recreation Sites Phase 2.** Equipment has been received. Installation scheduled for Apr and May 2023.

**61. Electronic Document Management - EDMS.** The EDMS project is part of a group of projects relying on the Hyland Software System, which are being developed serially. We are currently re- validating project budget, scope, and participating department and will then re-work the schedule.

**62. Boards and Commissions Management Solution.** Project is in post-implementation review as it was implemented in April 2023. Project will be formally closed out and removed from Major Projects List in May 2023.

**63. SEC Records Inventory Management Solution.** Requirements have been developed. Awaiting Council approval.

**64. Build an Ethics Financial Reporting Solution.** Project date will be updated after this project has completed the procurement process.

## C. Changes to Major Project Status List

1.  Projects Implemented since last report.
    a.  Visualization Engineering Services (#40 on this month's Major Projects List) - Phase I completed 4/28/2023.
    b.  This project will remain on the Major Projects List as we begin Phase II.

2.  New Projects added to the Major Projects List.
    a.  The Body Worn Cameras for Code Personnel project was added to the Major Project's List as item #8.
    b.  This project was approved in the February IT Governance Board meeting and has been elevated to Major Project Status.

3.  The IT Governance Board meeting for the month of April 2023 was cancelled.  New Technology Requests and IT Projects will be discussed when the IT Governance Board resumes on May 31, 2023.  There were no new projects added during the month of April 2023.

# Section 2: IT Operations

IT Operations provides information and status updates on the IT operations to include outages and incidents impacting city operations. Source data is drawn from the City's ServiceNow platform which was implemented in April 2021 to better manage incident reporting and resolution and to better track and control requests for IT services. ServiceNow documents incidents and service requests and is used by technicians and departments alike to submit, track, manage, and resolve pending requests and issues.

## A. Outage Report

### 1. Monthly Help Desk Report

| Category | Jun | Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Total Calls | 7502 | 7546 | 8006 | 7252 | 7616 | 7151 | 7222 | 9694 | 6969 | 8230 | 7319 |
| Answered | 7136 | 7138 | 7763 | 7017 | 6921 | 6132 | 6222 | 7117 | 6778 | 8048 | 7171 |
| Abandoned | 366 | 408 | 243 | 235 | 695 | 1019 | 1000 | 1084 | 191 | 182 | 148 |
| Abandoned (<10sec) | 166 | 172 | 115 | 93 | 273 | 408 | 380 | 1493 | 81 | 81 | 65 |
| Abandoned %(<10sec) | 2.3 | 2.4 | 1.5 | 1.3 | 3.9 | 6 | 5 | 8 | 1 | 1 | 1 |

| Metric | Metric | Current Month | Trend |
|---|---|---|---|
| Average Speed to Answer – Voice | Average Speed to Answer - Voice | 00:10 | |
| Password Related Incidents | Password Related Incidents | 58% | 54.6% 59.9% 58.5% / Feb Mar Apr |
| First Contact Resolution - Incident | First Contact Resolution - Incident | 0.00% | 71% 84% / Feb Mar Apr |
| Average Duration – Service Desk | Average Duration - Service Desk | 0.6 Days 861 Minutes | 637 626 861 / Feb Mar Apr |
| Average Duration – Field Services | Average Duration - Field Services | 3.4 Days 4909 Minutes | 4247 7935 4909 / Feb Mar Apr |
| Average Duration - PD Field Services | Average Duration - PD Field Services | 2.7 Days 4000 Minutes | 3088 9452 4000 / Feb Mar Apr |

**NOTES:**

1. In April 2023, the IT Helpdesk received 7319 calls for support. This is a 900+ decrease over March which saw over 8230 calls, however, is more in line with a yearly average of ~7700 per month.

2. First Contact Resolution (Incidents) for April was not available at reporting time and will be provided in next month's report.

3. Field Services (excluding DPD) average service duration of 3.4 days in April is a decrease from 5.51 days in March.

4. Field Services for DPD saw a similar decrease in average service duration 2.7 days in April from 6.56 days in March.

2. *Monthly Incident Report (Break/Fix "My Computer doesn't work")*

Top 15 Assignment Groups
Incidents April 2023

| Assignment Group | Incidents |
|---|---|
| ITS Desktop Team | 376 |
| ITS Police Desktop | 320 |
| ITS Workday Payroll-Civilian | 189 |
| ITS Server Team | 173 |
| ITS Identity Access Management | 153 |
| ITS Workday HRIS | 144 |
| ITS Canon Team | 129 |
| ITS CAD and RMS Applications | 125 |
| ITS Network Connectivity | 79 |
| ITS DPD Applications | 55 |
| ITS Judiciary Support | 49 |
| ITS Workday Payroll-Uniform | 47 |
| ITS Workday Compensation | 34 |
| ITS Executive Support | 28 |
| ITS SAP Vendor Support | 27 |

Impact Minutes by Department
Severity 1 and Severity 2



Impact Minutes by Issue Category
Severity 1 and Severity 2

**NOTES:**

1. Severity 1 and Severity 2 incidents are the most severe and most likely result in degraded services or outages that impact the ability of City departments to fulfill their missions.

2. This chart tracks the number of reported incidents by department, along with the total number minutes the incident(s) potentially impacted them.

3. These data points are extracted from ServiceNow based upon input by city IT technicians. Our analysis reveals that there are incidents which are resolved but have not been timely or appropriately closed out within the ServiceNow platform, resulting in artificially inflated resolution timeframes. ITS is working with IT service delivery managers to improve documented processes to ensure timely updates to ServiceNow in order to accurately reflect the actions for the incident and to provide a more representative experience. As is demonstrated by the reduction in MTTR over the past several months, our efforts in this area are having positive results.

Severity 1 and 2 by Issue Category
Impact in total minutes
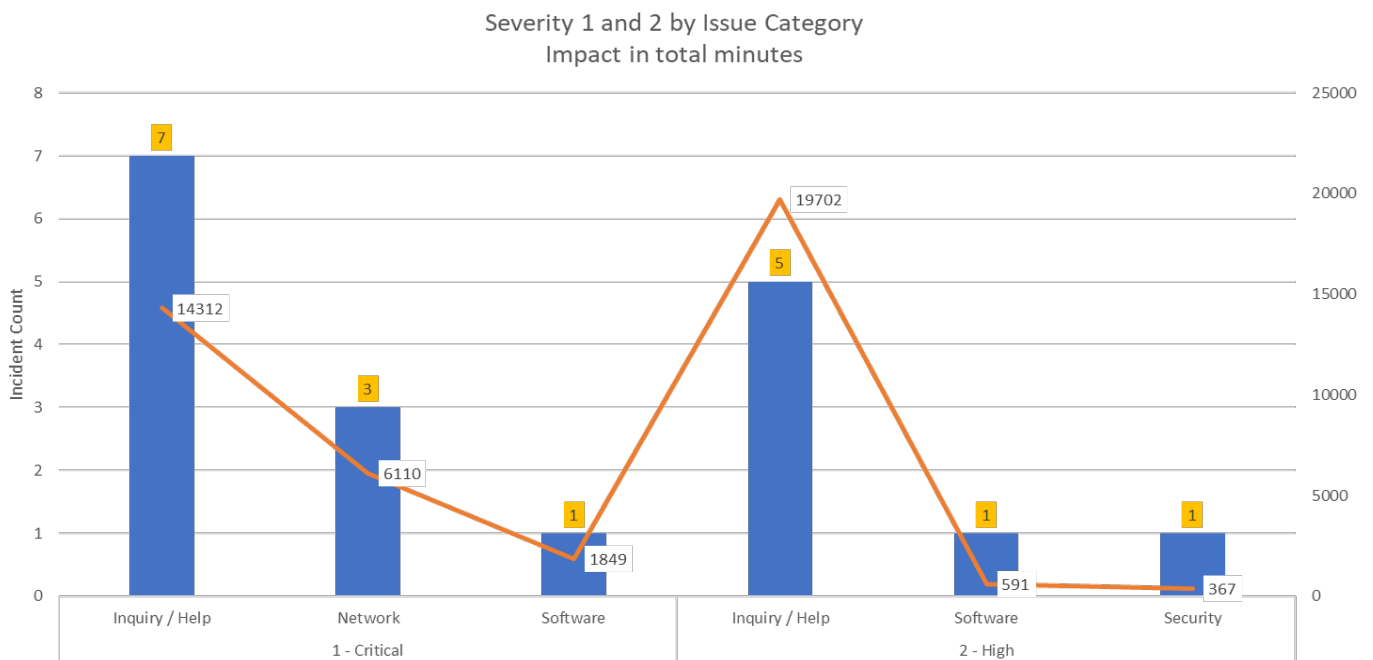


**NOTES:**

1. This chart provides the distribution of incidents and impact minutes over specific services and delineated by Critical and High severity.

## Monthly MTTR



Chart data:

| Month | Count | Avg Mttr |
|---|---|---|
| May | 5575 | 10042 |
| June | 5809 | 8371 |
| July | 5891 | 6551 |
| August | 6760 | 6133 |
| September | 6101 | 5514 |
| October | 6201 | 4980 |
| November | 5505 | 6145 |
| December | 5311 | 5980 |
| January | 6428 | 6633 |
| February | 5522 | 3495 |
| March | 6171 | 3358 |
| April | 5681 | 1817 |

Overall Average: 5782

Legend: Count — Avg Mttr — Overall Average
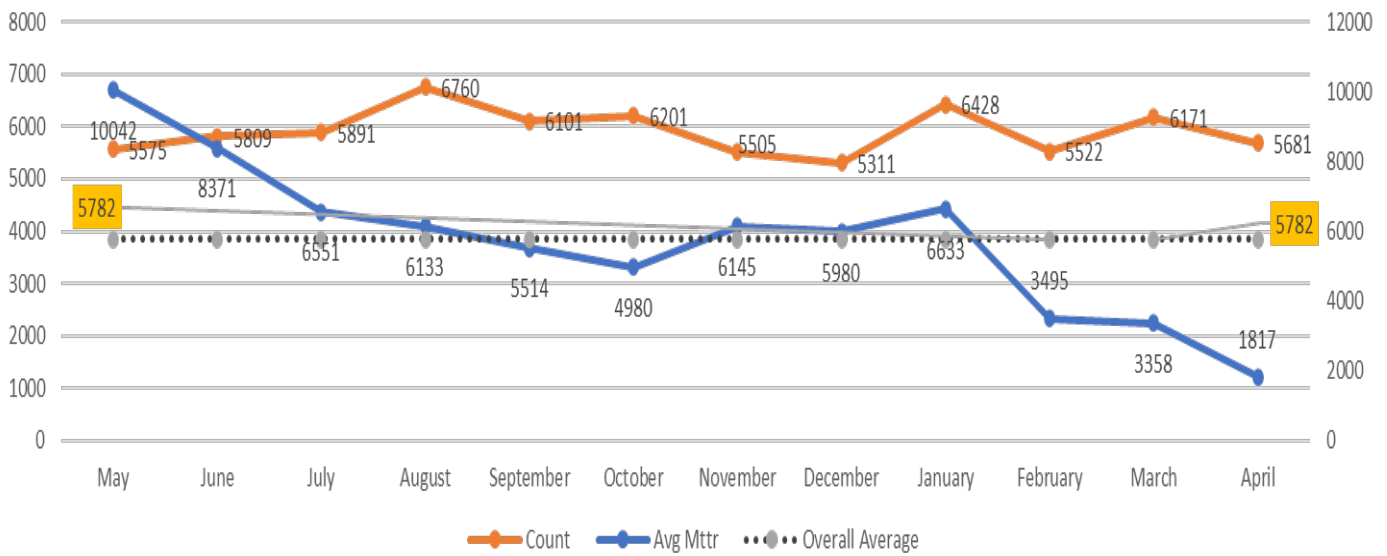
**NOTES**

1. This chart provides the trendline for the average mean time to repair (MTTR), an industry standard for tracking the timeliness of resolution on reported incidents.
2. In April 2023, the MTTR continued downwards averaging just over 1800 minutes, on a count similar to February of 2023 where the MTTR was in the 3400-minute range.
3. Diligence by the technicians to document and resolve tickets in a timely manner is the primary driver of the reduction in MTTR.

   *Open incidents may impact April MTTR in May report

### 3. Monthly Major Outage Report

| Priority | Description | Department | Primary | Secondary | Assignment Group | Hours |
|---|---|---|---|---|---|---|
| 1 - Critical | Network: Network Outage (5100 yong blood rd) | SAN | Network | Outage | ITS Network Connectivity | 4.5 |
| 1 - Critical | Network outage: 1600 CHESTNUT | CTS | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 34.6 |
| 1 - Critical | P1: Network outage: 1400 botham jean blvd 6th floor | DPD | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 34.5 |
| 1 - Critical | P1: user has no network in vehicle and can't connect to network Mobility as well : | DAS | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 34.1 |
| 1 - Critical | P1: network outage:  4120 SCOTTSDALE | DWU | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 34.0 |
| 1 - Critical | P1 : Network outage : 320 EASTJEFFERSON room 212 | TRN | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 33.9 |
| 1 - Critical | P1 : network outage: 111 w commerce st | DPD | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 33.8 |
| 1 - Critical | P1: Network outage: | DPD | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 33.6 |
| 1 - Critical | Network: Network and phone outage: 1020 Sargent Rd | DWU | Network | Outage | ITS Network Connectivity | 76.0 |
| 1 - Critical | L3 Support: L3 server down: 1400 Botham Jean HQ | DPD | Software | Troubleshooting | ITS DPD Applications | 30.8 |
| 1 - Critical | Access \| entire dept unable to access \\fsdwu06\shared \| 2900 WHITE ROCK ROAD | DWU | Network | Outage | ITS Server Team | 21.3 |
| 2 - High | Sql server APCTSCNS02 RDP is not working.. we are able to connect to it using ssms | DSV | Inquiry / Help | How To | ITS Server Team | 192.2 |
| 2 - High | The BioTel (Parkland Hosp) Radio Room is unable to connect to CoD VPN for view of DFR EMS calls in VisiNET Browser | DSV | Security | VPN | ITS Security Firewall Services | 6.1 |
| 2 - High | Network outage : 1955 vilbig | DPD | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 31.7 |
| 2 - High | Network outage : 2710 municipal | PBW | Inquiry / Help | Escalation/Status | ITS Network Connectivity | 31.3 |
| 2 - High | Network\| H Drive not accessible \| 334 S HALL ST | DPD | Software | Troubleshooting | ITS Server Team | 9.9 |
| 2 - High | Biotel.user account used by Parkland for vpn is missing Ref ticket: INC0191473 | DSV | Inquiry / Help | Policy/Procedure | ITS Security Engineering | 73.2 |
| 2 - High | (Presidio Ticket # INC10050715) Phone issue: 311 Dispatch \| user states that some of their phone is down stating host not found error code 504 | DSV | Inquiry / Help | | ITS Network Engineers | #VALUE! |

## NOTES

1. Major outages are identified as Severity1 that have significant impact to City services or Department's ability to perform critical functions and last over 4 hours in duration.  As we mature the process this definition will be better scoped around impact and less around duration.

2. Outages with #value are incidents that had over 4 hours of impact, however, are incomplete of details to identify full impact to departments.

3. April saw an increase in both average time to repair and total outage time for Major Incidents compared to March.  April average MTTR of 42.1 hours compared to March of 24.4 hours.  April total outage 715 hours compared to March which had 487 hours

4. April saw 18 Major incidents, 11 critical and 7 high, a decrease of 2 over March of 20, 10 critical and 10 high.

# B. Service Requests (including new employee onboarding)

*1. New Hire Report*

**New Hire Requests by Department**
**April Total New Hires Requests 152**
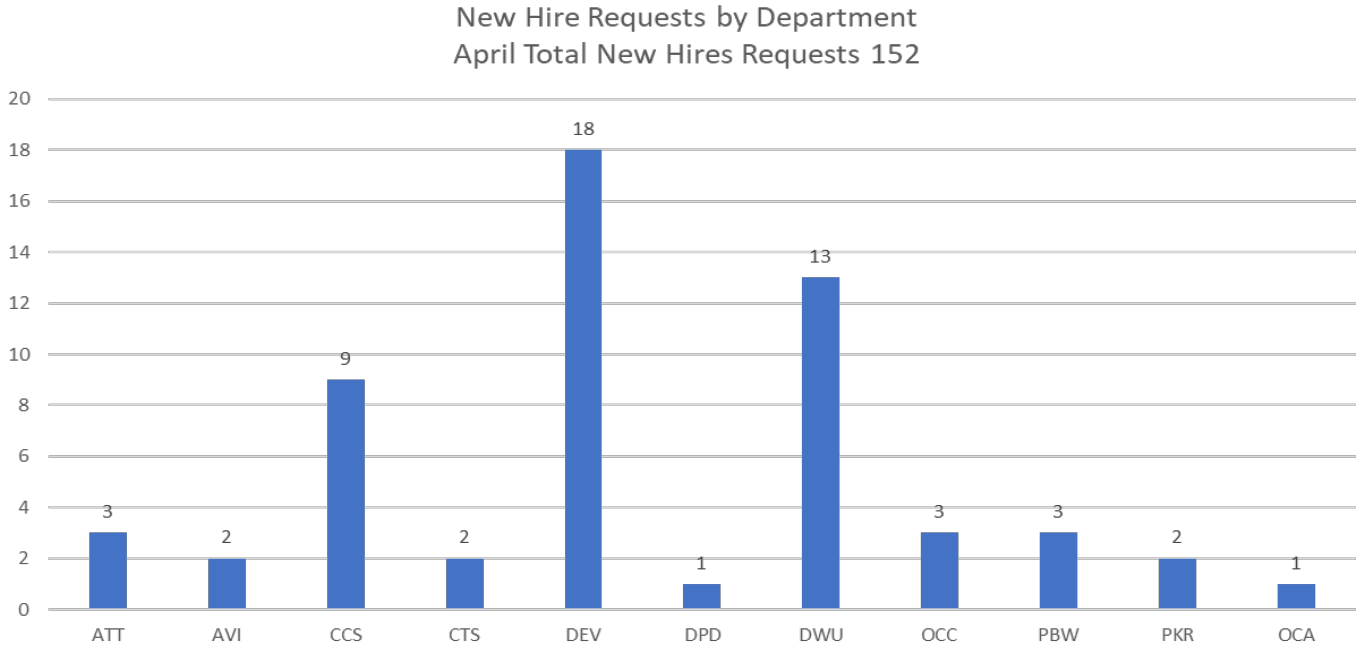


**Notes**

1. In the month of April, a total of 152 requests were opened for new employees.
2. DEV, CCS, and DWU being the top 3 hiring departments. DWU has had 7 consecutive months in the top 3.
3. Blank indicates no department match was available for the requested onboarding at the time the report was generated.

## 2. Service Request Report (An ask for service – "I need Software Installed")



Top 15 Requested Items
April 2023
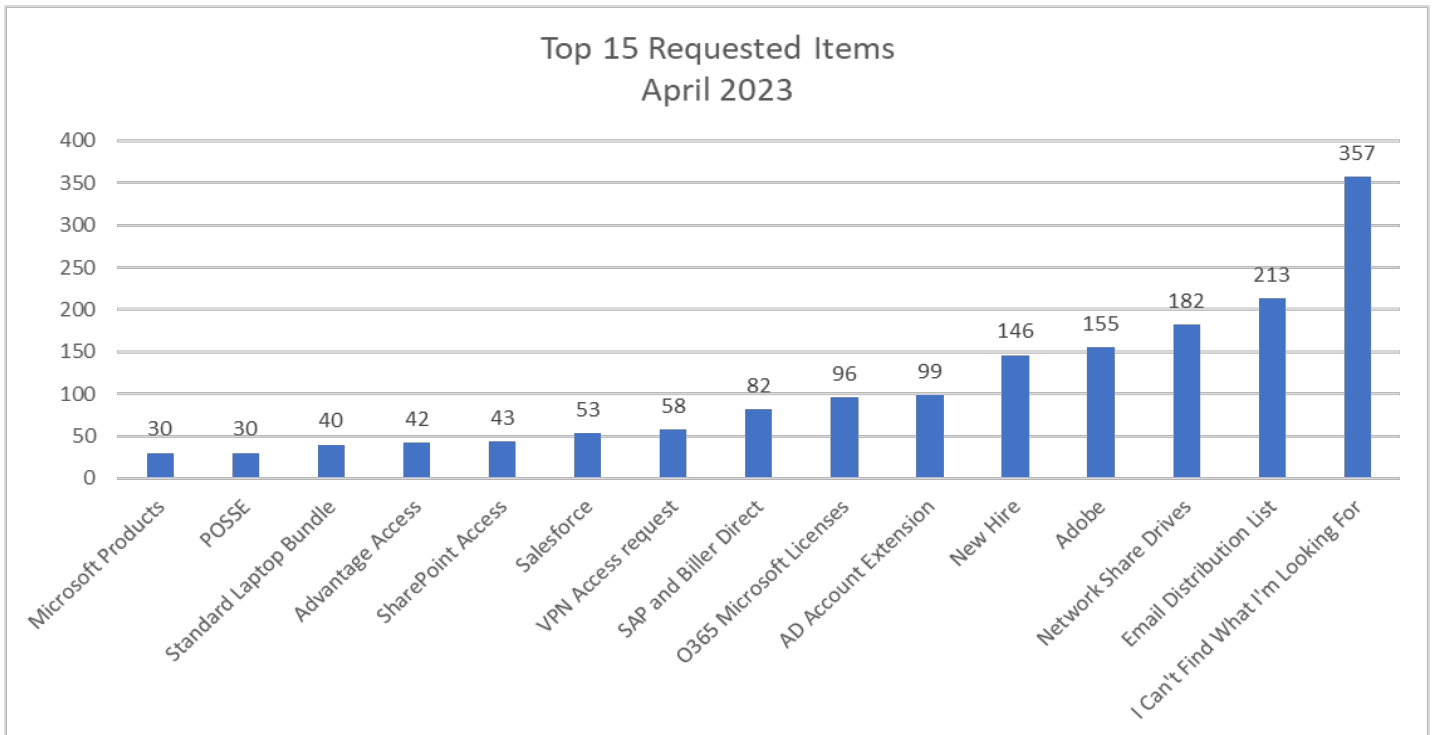
**Notes**

1. April Service Request actions totaled 1942 a decrease of ~500 over March which totaled 2471.  This report depicts the top 15 Request by type that were selected.
2. "I Can't Find What I'm Looking For" is a category used when a service catalog item does not exist for what the user is asking.

**Request Action by Month**
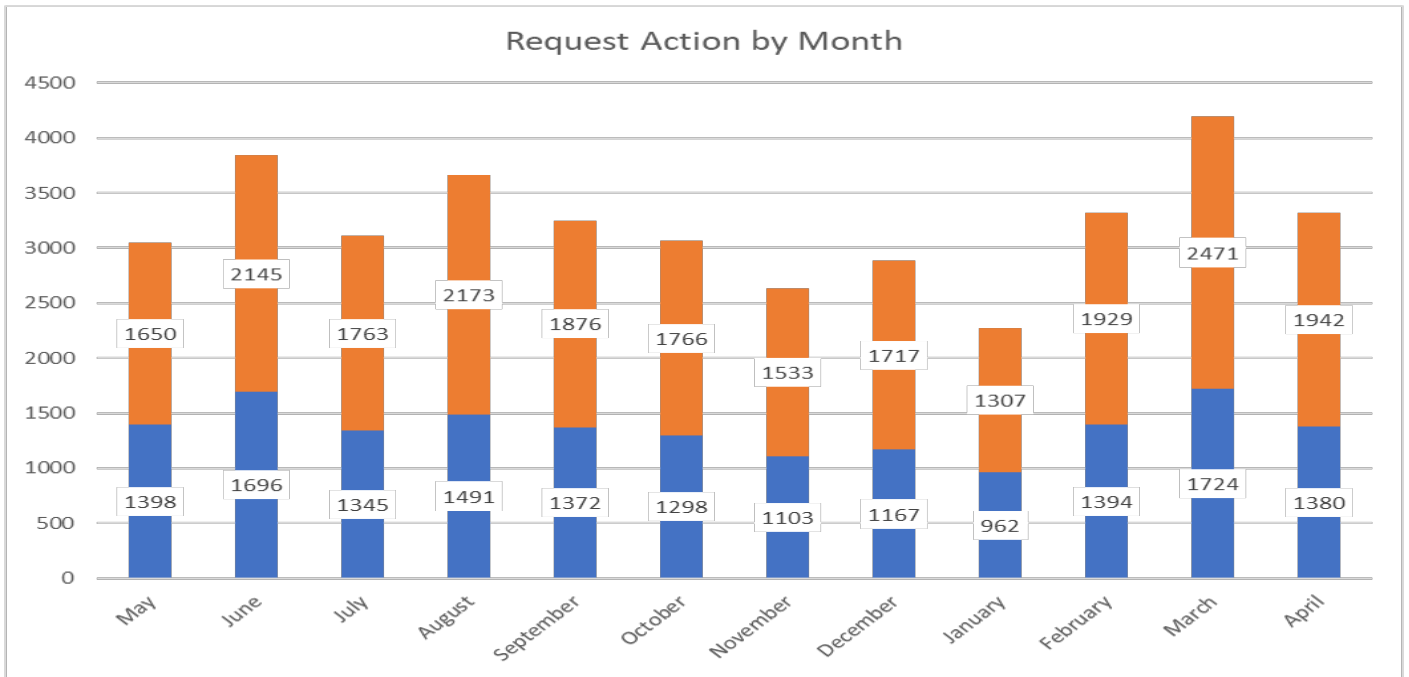


**Notes**

1. This chart illustrates that 1380 Request Tickets, generated 1942 Request Actions. Frequently one Request generates multiple actions to be completed by one or more teams to fulfill the ask.

# Section 3: IT Budget Execution

IT Budget Execution provides information on the execution of the IT budget, the management of technology procurements, and the management of IT Human Capital. Information in this section is effective through 9/30/2022.

## A. Contract/Procurement Management

**Upcoming Contracts Requiring Council Approval**

Items Approved on April 12 Agenda:

22nd Century Technologies, Inc.

- 5-year agreement
- Contract amount $12,583,720
- Installation of a network of secondary circuits at City Hall and crucial City sites to enable the City to continue operating in the event primary circuits become inoperable as a result of a disaster

Netsync Network Solutions – purchase of hardware, installation and deployment of a backup and recovery solution

- 5-year agreement
- Contract amount $2,173,000
- System to back up data across the City's on-premises servers, cloud environment, and in Microsoft O365

Item Approved on April 26 Agenda:

Netsync Network Solutions – purchasing agreement for acquisition, service maintenance and support of a device threat detection response solution

- 3-year agreement
- Contract amount $873,104
- Endpoint detection and response solution to protect the City's computers and servers

Item on May 24 Agenda:

ePlus Technology, Inc – purchasing agreement for acquisition and service maintenance and support of a web application firewall and distributed denials of service protective technologies

- 3-Year agreement
- Contract amount $514,784
- Adds protective layers to the City's website
- Allows normal website traffic to flow for normal business use

New Solicitation

Fire Station Alerting System (BCZ23-00021813) – system to replace Locution

- Advertised and posted in Bonfire on March 30
- Site visits conducted the week of April 24
- Proposals due date has been extended to July 28

## B. Budget Performance & Execution

### Fund 0191-9-1-1 System Operations as of March 2023

| Expenditure Category | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| Civilian Pay | 643,798 | 643,798 | 250,091 | 562,314 | (81,484) |
| Pension | 91,413 | 91,413 | 38,621 | 79,906 | (11,507) |
| Health Benefits | 54,481 | 54,481 | 28,751 | 54,481 | - |
| Worker's Compensation | 1,658 | 1,658 | 1,658 | 1,658 | - |
| Other Personnel Services | 14,262 | 14,262 | 63,491 | 67,296 | 53,034 |
| **Total Personnel Services** | **805,612** | **805,612** | **382,611** | **765,655** | **(39,957)** |
| Supplies | 201,465 | 201,465 | 28,047 | 201,465 | - |
| Contractual Services | 13,205,665 | 13,205,665 | 5,666,754 | 13,063,868 | (141,797) |
| Capital Outlay | - | - | - | - | - |
| Reimbursements | - | - | - | - | - |
| **Total Expenditures** | **14,212,742** | **14,212,742** | **6,077,411** | **14,030,988** | **(181,754)** |

### Fund 0197 - Communication Services (Radio Network) as of March 2023

| Expenditure Category | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| Civilian Pay | 1,995,477 | 1,995,477 | 812,061 | 1,815,788 | (179,689) |
| Overtime Pay | 51,320 | 51,320 | 109,131 | 120,394 | 69,074 |
| Pension | 282,080 | 282,080 | 133,130 | 266,649 | (15,431) |
| Health Benefits | 234,423 | 234,423 | 140,466 | 234,423 | - |
| Worker's Compensation | 7,197 | 7,197 | 7,197 | 7,197 | - |
| Other Personnel Services | 33,819 | 33,819 | 21,937 | 41,081 | 7,262 |
| **Total Personnel Services** | **2,604,316** | **2,604,316** | **1,223,921** | **2,485,532** | **(118,784)** |
| Supplies | 1,156,482 | 1,156,482 | 361,665 | 723,532 | (432,950) |
| Contractual Services | 13,106,759 | 13,106,759 | 3,954,515 | 13,646,649 | 539,890 |
| Capital Outlay | - | - | - | - | - |
| Reimbursements | - | - | - | - | - |
| **Total Expenditures** | **16,867,557** | **16,867,557** | **5,540,101** | **16,855,712** | **(11,845)** |

## Budget Performance & Execution (continued)

### Fund 0198 – Data Services as of March 2023

| Expenditure Category | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| Civilian Pay | 20,152,694 | 20,152,694 | 7,342,373 | 17,549,519 | (2,603,175) |
| Overtime Pay | 41,612 | 41,612 | 11,057 | 41,612 | - |
| Pension | 2,858,569 | 2,858,569 | 1,049,552 | 2,518,292 | (340,277) |
| Health Benefits | 1,609,376 | 1,609,376 | 927,775 | 1,609,376 | - |
| Worker's Compensation | 49,182 | 49,182 | 49,182 | 49,182 | - |
| Other Personnel Services | 1,036,948 | 1,036,948 | 185,082 | 1,009,329 | (27,619) |
| **Total Personnel Services** | **25,748,381** | **25,748,381** | **9,565,022** | **22,777,310** | **(2,971,071)** |
| Supplies | 759,552 | 759,552 | 2,899,973 | 781,200 | 21,648 |
| Contractual Services | 83,683,424 | 83,683,424 | 54,098,922 | 84,879,049 | 1,195,625 |
| Capital Outlay | - | - | - | - | - |
| Reimbursements | - | - | - | - | - |
| **Total Expenditures** | **110,191,357** | **110,191,357** | **66,563,916** | **108,437,559** | **(1,753,798)** |



Fund 0198 by Service

- Business Technology Services — 29,728,097, 27%
- Internal Computer Support — 13,138,408, 12%
- City GIS Services — 848,223, 1%
- Internal Desktop Support — 12,903,513, 12%
- Internal Telephone and Data Communication — 20,663,426, 19%
- Public Safety Technology Support — 6,668,635, 6%
- Strategic Technology Management — 24,487,257, 23%
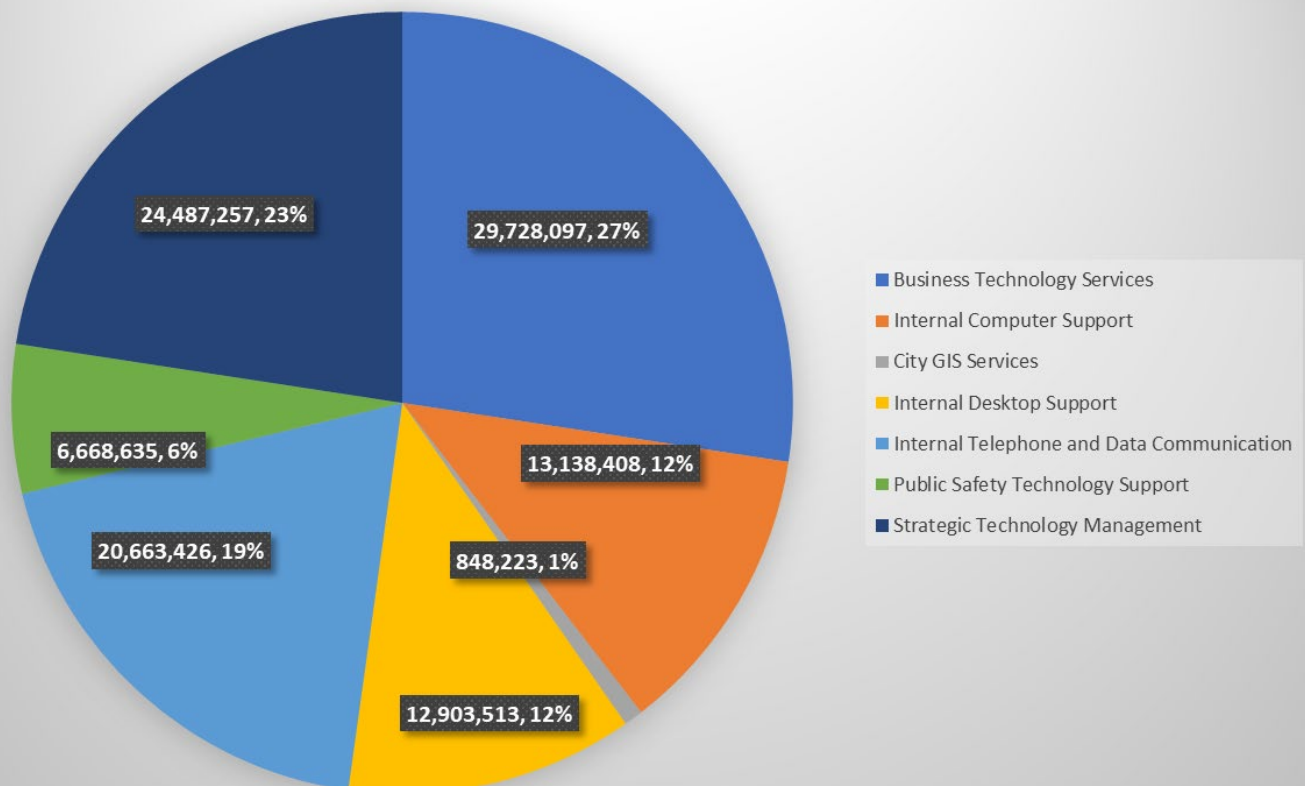
## B. ITS Staffing & Hiring Report

### 1. *ITS Funded Staffing Levels*

| IT Fund | FY 20 | FY 21 | FY 22 | FY 23 | FY 24 Plan |
|---|---|---|---|---|---|
| **Fund 0191 - 9-1-1 Technology Support** | 7.0 | 7.0 | 7.0 | 7.0 | 7.0 |
| **Fund 0197 - Radio Communications** | 28.0 | 28.0 | 30.0 | 30.0 | 30.0 |
| **Fund 0198 - Data Services** | 204.0 | 190.0 | 204.0 | 223.0 | 223.0 |
| Total | 239.0 | 225.0 | 241.0 | 260.0 | 260.0 |

### 2. *Vacancies and Hiring Activities*

- As of April 30, 2023, ITS had 62 vacancies out of the available 260 positions.
- As of April 30, 2023, of the 62 vacancies the disposition was:
  - Completed 3 hiring actions (2 internal promotions, 1 new employee
  - 4 are in draft posting
  - 0 are undergoing reclassification to re-align within the ITS department
  - 12 are awaiting posting
  - 14 are actively posted
  - 27 were previously posted
    - 16 are under review
    - 11 are in a round of interviews
    - 6 have pending offers with candidates

# Section 4: Cybersecurity Programs

## A. Awareness Training

Security Awareness training is measured on an annual basis. Over the last several years ITS has observed a generally positive trend in risk scoring associated with annual employee training. Beginning with each new fiscal year the City will conduct a new set of security awareness courses to meet not only the best practices, but State of Texas House Bill 3834 requirements for all government employees.

However, each year we see new or enhanced requirements from the Texas State Legislature as the risk environment evolves and becomes increasingly more threatening. As such, our security awareness training program must evolve to reflect the latest requirements and latest threats and it is critical that the security awareness training is completed each year. The information below illustrates the enrollment and completion efforts of employee training over the course of the year. For FY 2021-22 the City completed 99% of 18 training campaigns covering HIPAA, PCI, and Cybersecurity. The FY 2022-23 security awareness training campaign on January 25, 2023, and ITS is tracking its progress and working with City employees to ensure completion.

- o Note employees with less than 25% of job function on technology are not required to complete cybersecurity training.

**FY 2022-23 Annual Security Awareness Training (April 2023)**

41%

58%

1%

■ Modules Completed   ■ Modules In Progress   ■ Modules Not started
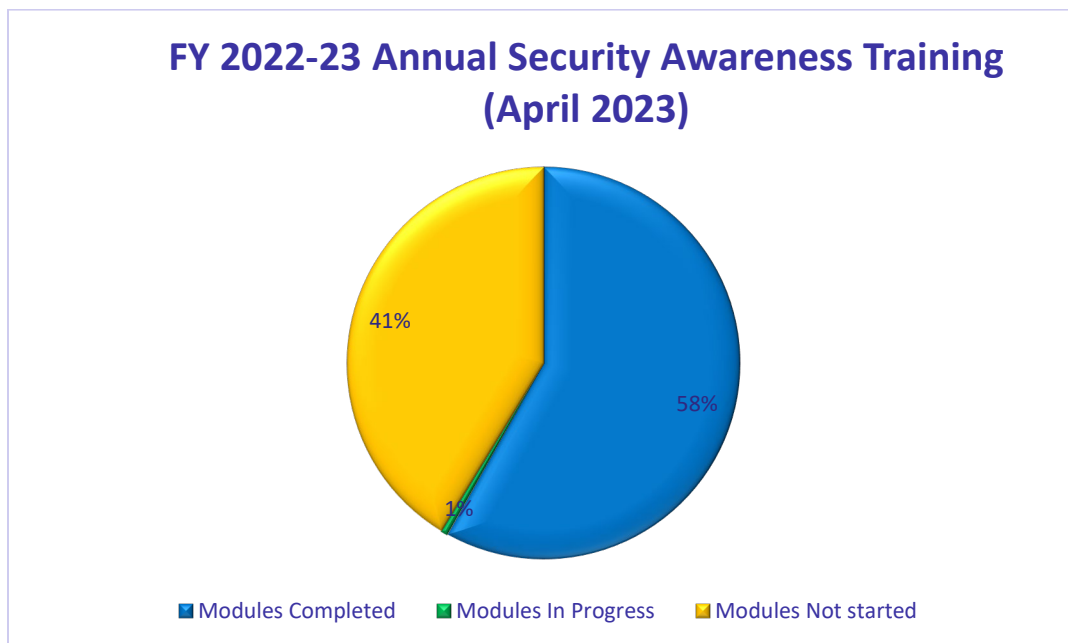
In addition, ITS continuously applies best practices to the employees around phishing and their ability to recognize and appropriately handle phishing incidents. Campaigns designed given real world scenarios, typically taken from recent events are sent out to the employee population to test their ability to distinguish and act. This provides feedback to the employees as well has increased the actual amount of true phishing reported.  As well, a "Report phishing" button added to user's Outlook has increased both the numbers of test phish and actual phishing emails.



**All Phishing Activity (April 2023)**



**Phishing Alert Report Comparison - Last 30 Days**
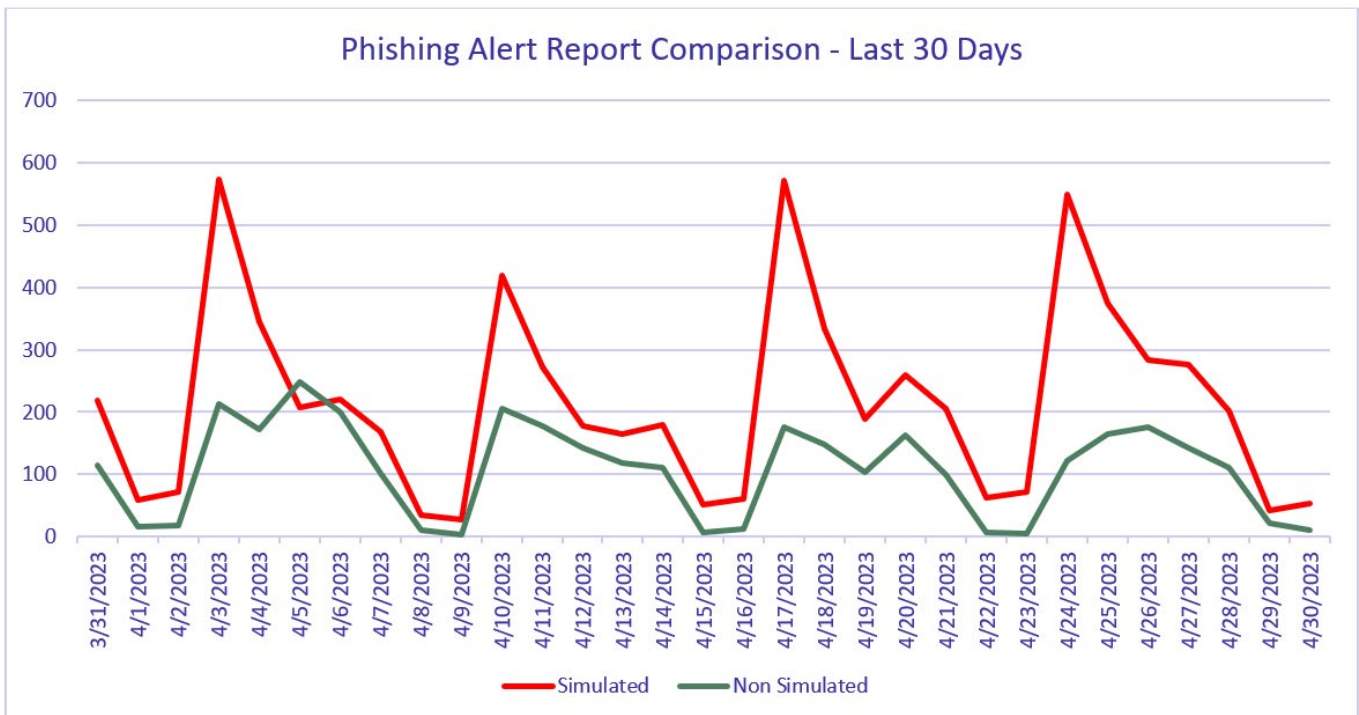
## B.  Situational Awareness

Annually ITS assess the overall Security posture of the organization based upon the NIST Cybersecurity Framework (CSF). Each category within the NIST CSF is evaluated for the current level of maturity and expectant maturity level. This process uses current and projected technologies and documented standards and procedures to complete the process. ITS utilizes both internal and external resources to conduct assessments.  The results of the assessments are used by ITS to develop security strategy for cybersecurity and privacy.   The below figure outlines the maturity model for the CSF.  While the TAR does not provide our scores from our self-assessment, ITS can provide this information to Council members and discuss the assessments in depth as requested.
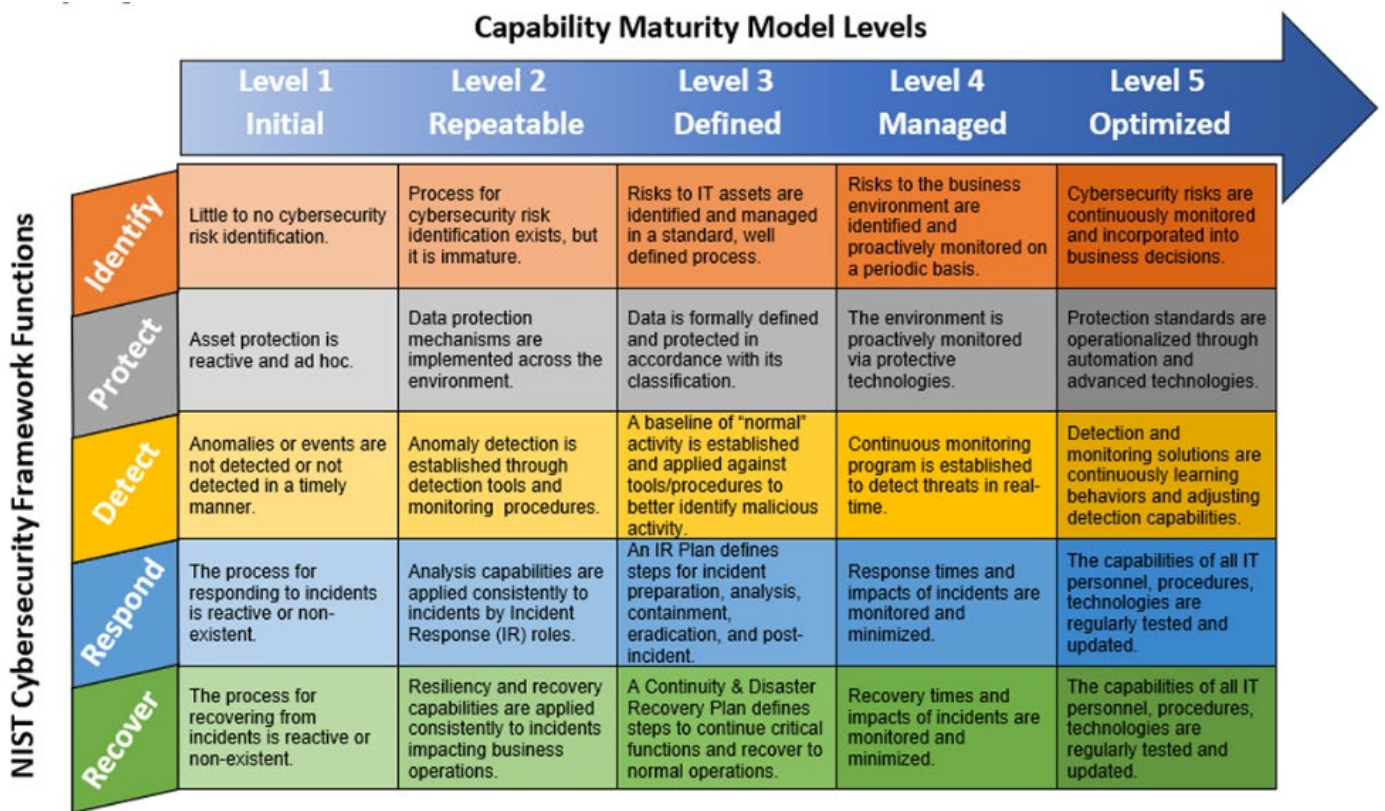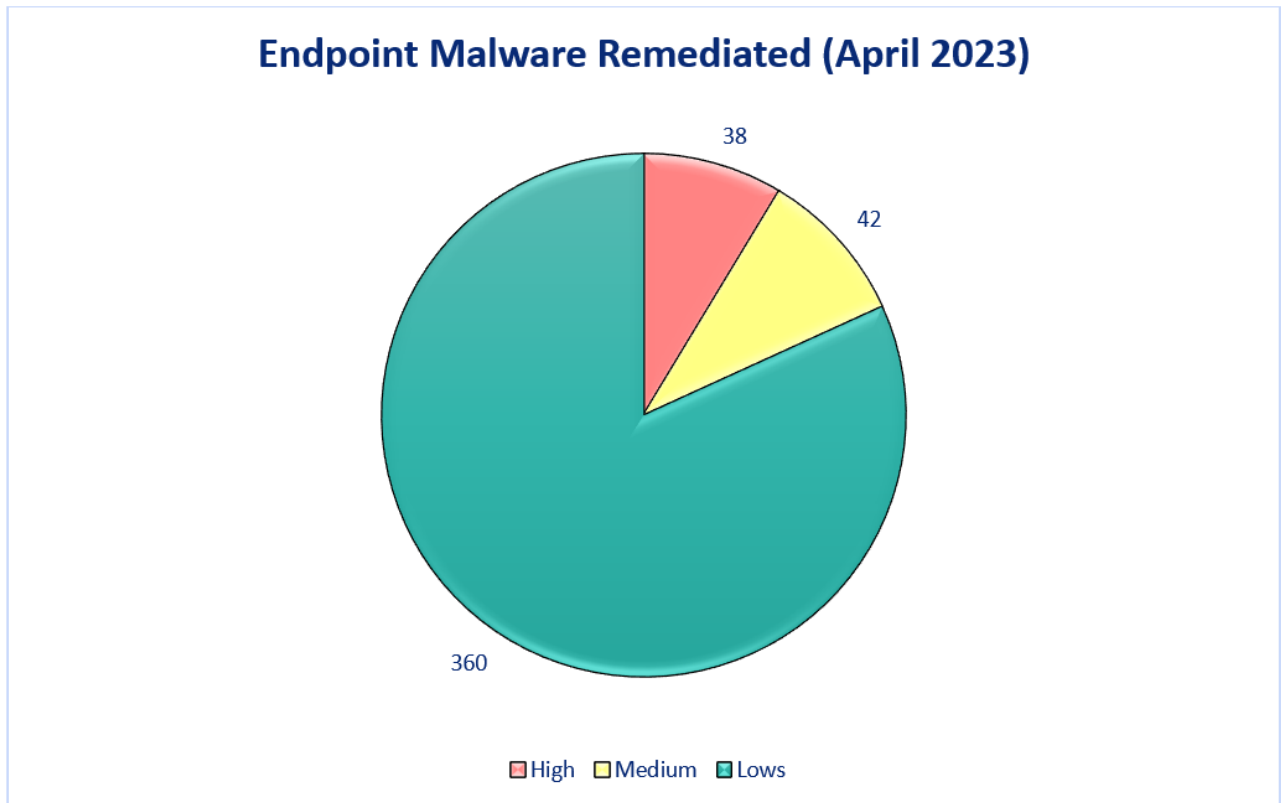
### Capability Maturity Model Levels

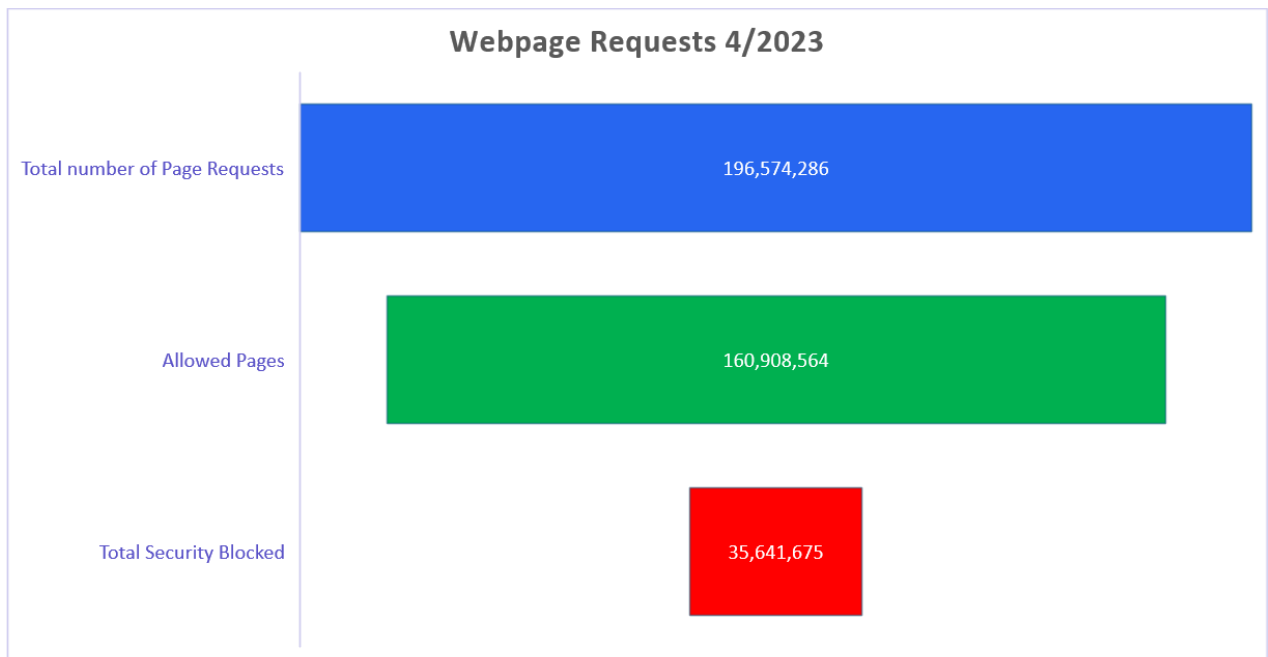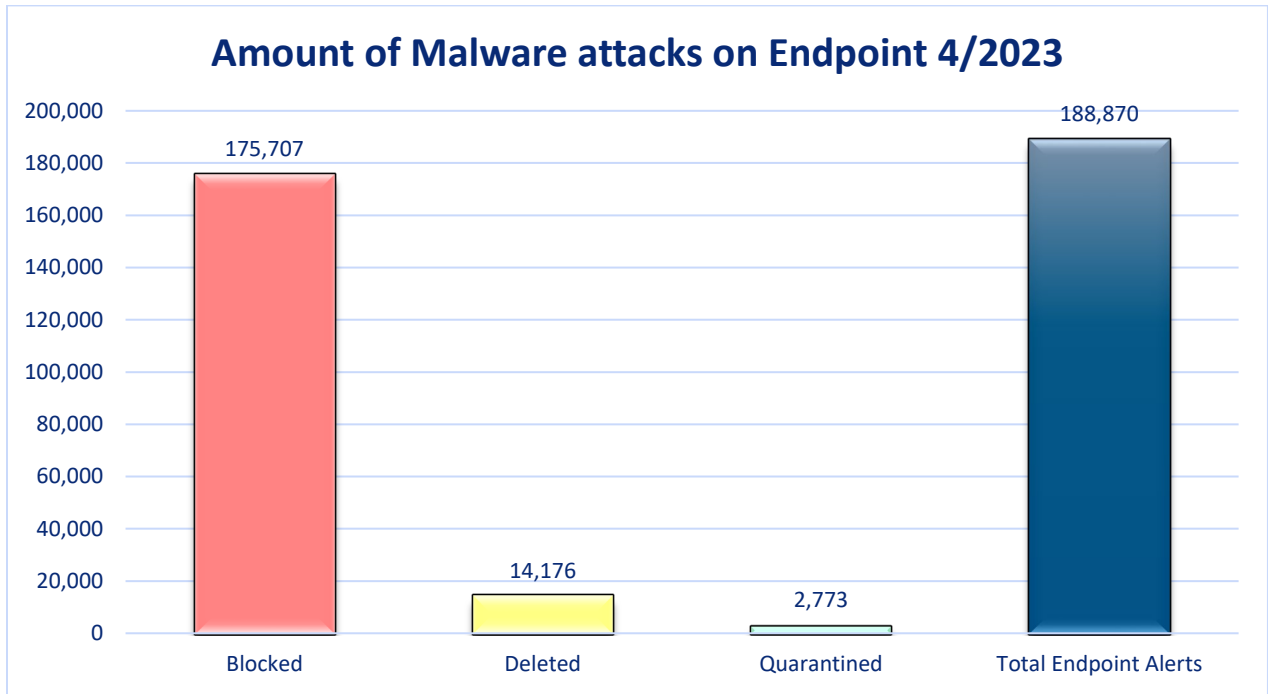| NIST Cybersecurity Framework Functions | Level 1 Initial | Level 2 Repeatable | Level 3 Defined | Level 4 Managed | Level 5 Optimized |
|---|---|---|---|---|---|
| Identify | Little to no cybersecurity risk identification. | Process for cybersecurity risk identification exists, but it is immature. | Risks to IT assets are identified and managed in a standard, well defined process. | Risks to the business environment are identified and proactively monitored on a periodic basis. | Cybersecurity risks are continuously monitored and incorporated into business decisions. |
| Protect | Asset protection is reactive and ad hoc. | Data protection mechanisms are implemented across the environment. | Data is formally defined and protected in accordance with its classification. | The environment is proactively monitored via protective technologies. | Protection standards are operationalized through automation and advanced technologies. |
| Detect | Anomalies or events are not detected or not detected in a timely manner. | Anomaly detection is established through detection tools and monitoring procedures. | A baseline of "normal" activity is established and applied against tools/procedures to better identify malicious activity. | Continuous monitoring program is established to detect threats in real-time. | Detection and monitoring solutions are continuously learning behaviors and adjusting detection capabilities. |
| Respond | The process for responding to incidents is reactive or non-existent. | Analysis capabilities are applied consistently to incidents by Incident Response (IR) roles. | An IR Plan defines steps for incident preparation, analysis, containment, eradication, and post-incident. | Response times and impacts of incidents are monitored and minimized. | The capabilities of all IT personnel, procedures, technologies are regularly tested and updated. |
| Recover | The process for recovering from incidents is reactive or non-existent. | Resiliency and recovery capabilities are applied consistently to incidents impacting business operations. | A Continuity & Disaster Recovery Plan defines steps to continue critical functions and recover to normal operations. | Recovery times and impacts of incidents are monitored and minimized. | The capabilities of all IT personnel, procedures, technologies are regularly tested and updated. |

*Figure 3: Assessing Cybersecurity Maturity*

## C. Data Protection & Privacy

*1. Endpoint Protection*

Endpoint protection is one component to the organization's ability to handle daily malware. All devices needing connection to the internet are subject to attacks. Attacks are mitigated through technologies monitoring the systems in real time reacting and responding to those attacks. Technologies like Firewall and Endpoint Detection and Response all are in place to respond to those attacks. Below is the current status for endpoint attack metrics.
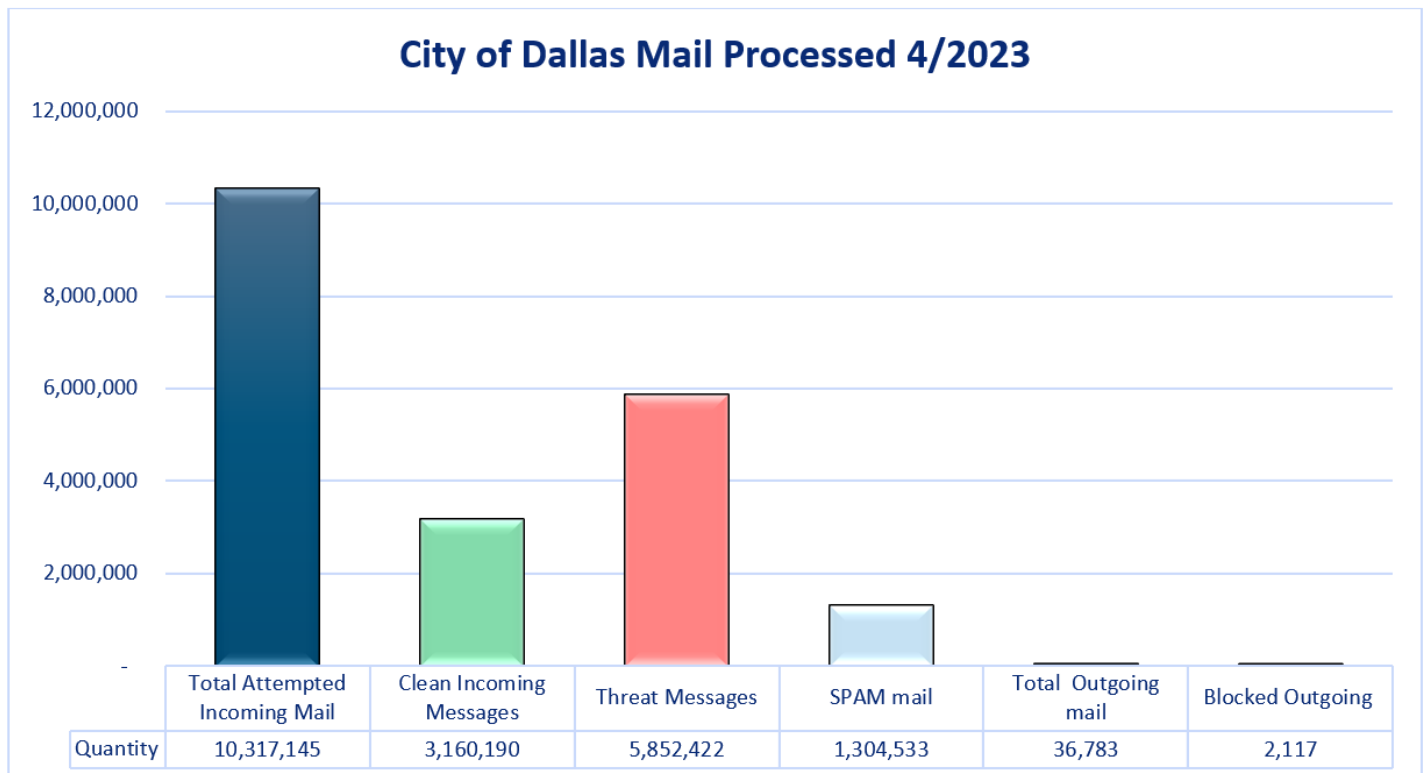
**Endpoint Malware Remediated (April 2023)**

38

42

360

High  Medium  Lows

# Amount of Malware attacks on Endpoint 4/2023



| | |
|---|---|
| 200,000 | |
| 180,000 | 188,870 |
| 160,000 | |
| 140,000 | 175,707 |
| 120,000 | |
| 100,000 | |
| 80,000 | |
| 60,000 | |
| 40,000 | |
| 20,000 | 14,176   2,773 |
| 0 | |

Blocked          Deleted          Quarantined          Total Endpoint Alerts

## Webpage Requests 4/2023



Total number of Page Requests — 196,574,286

Allowed Pages — 160,908,564

Total Security Blocked — 35,641,675

2. *Email Screening*

The City of Dallas receives and send millions of emails a month. Phishing is an attack vector that is utilized by bad actors in the form of social engineering, as a means to gain internal access to the network. This can then be used to introduce malware, ransomware, and other malicious software to adversely affect City services. Below provides a picture of mail messages processed and remediated prior to user reception.

**City of Dallas Mail Processed 4/2023**

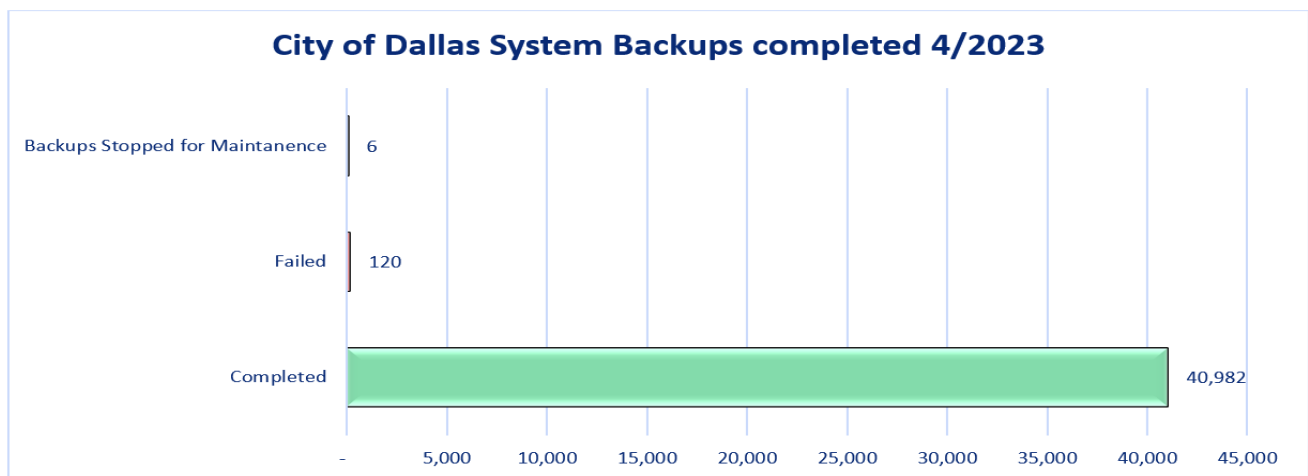| | Total Attempted Incoming Mail | Clean Incoming Messages | Threat Messages | SPAM mail | Total Outgoing mail | Blocked Outgoing |
|---|---|---|---|---|---|---|
| Quantity | 10,317,145 | 3,160,190 | 5,852,422 | 1,304,533 | 36,783 | 2,117 |

# Section 5: IT Infrastructure

IT Infrastructure information and status updates on efforts to upgrade and improve the IT infrastructure used by the City to reduce technical debt, better meet current needs, and build for future service needs.

## A. Resiliency - Disaster Recovery and Business Continuity

Resilience is essential in the City's IT environment because it ensures that the system can continue to function effectively and efficiently even when unexpected events occur. This can include things like hardware or software failures, power outages, natural disasters, and cyber-attacks. Lack of resiliency impacts Local government to prolonged outages, data loss, and security breaches. These can be costly in terms of services to residents, loss of public trust, and regulatory penalties.

Resiliency can be achieved through a combination of redundancy, fault tolerance, disaster recovery planning, and proactive monitoring and maintenance. By designing and implementing resilient IT systems, the City can minimize the impact of disruptions and maintain business continuity, ensuring that critical applications and services remain available. ITS has begun evaluating opportunities to design the City's IT environment to improve resilience.

A critical component of Disaster Recovery and Business Continuity practices is backing up critical data, testing data backups, and conducting exercises to ensure that data backups can be successfully utilized to restore business services.



**City of Dallas System Backups completed 4/2023**

| | |
|---|---|
| Backups Stopped for Maintanence | 6 |
| Failed | 120 |
| Completed | 40,982 |

## B. Technical Debt

As a part of the City's IT Infrastructure improvement direction, a proactive approach has been taken that identifies, tracks, and will communicate the potential risks and costs associated with technical debt to City departments. The City's Technical debt has accumulated over time, reducing the IT effectiveness for services. This must involve setting aside a time and resources, specifically for the deficit.  By ITS developing a comprehensive technical debt management strategy, organizations can prevent the accumulation of technical debt, reduce development costs and timelines, and improve system stability and maintainability over the long term. This leads to a long-term sustainability and maintainability.

On April 28, 2023, the Information & Technology Services (ITS) Department completed Phase I of a project to fully document and baseline the City's IT environment.  Over the period from January 2023 to April 2023, ITS employed the services of consulting and strategy firm IT Cadre to create the authoritative collection of the Current State of the City of Dallas technical landscape. The diagram and associated data simplifies the business and information technology complexity by capturing the following:
- A mapping of the business process to the technologies by functional area;
- Insight into the technologies by capability, topology, strategic designation, and technical debt; and,
- An end-to-end operational visual with insight into business process anomalies and technology areas of concern
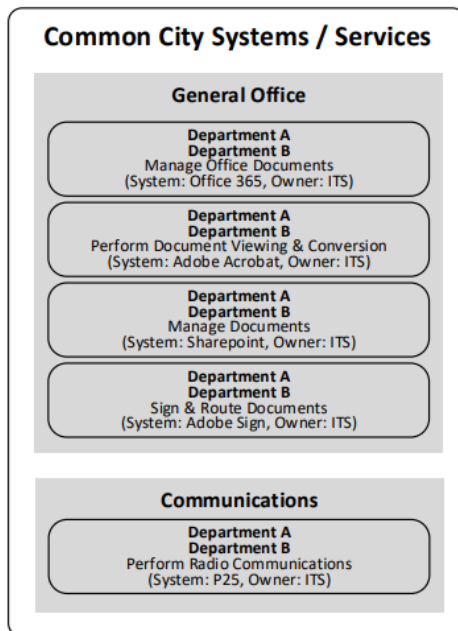
Over the course of the first quarter of 2023, ITS worked with the vendor and key stakeholders to develop the Current State Visualization. The Current State visualization is intended to capture the baseline systems and services across all forty-seven (47) city departments including ITS. The IT Cadre Visualization Engineering® methodology drives a unique collaboration with small groups to review a visualization diagram designed to remove the complexity and present a simple comprehensive view. The diagram is a representative view of detail that allows stakeholders to visualize the operations, comprehend the challenges so that leadership can drive the City of Dallas towards a stronger operating unit.

The project deliverables provide a comprehensive baseline of the City's current IT environment which ITS is using to document the health of each system or service utilized by the City, to identify risks associated with the health of those systems, and to readily opportunities to remediate technical debt present.

The current state was validated by the ITS Department and by each of the City departments through a series of focused reviews. The reviews validated the business functions performed by each department along with the systems and services that support those business functions. Information captured during the reviews is captured and retained in both a visualization, as well as a database:



Figure 1.0 - Current State
(Note: the above is a 1/3 excerpt from the entre diagram)



**Common City Systems / Services**

**General Office**

Department A
Department B
Manage Office Documents
(System: Office 365, Owner: ITS)

Department A
Department B
Perform Document Viewing & Conversion
(System: Adobe Acrobat, Owner: ITS)

Department A
Department B
Manage Documents
(System: Sharepoint, Owner: ITS)

Department A
Department B
Sign & Route Documents
(System: Adobe Sign, Owner: ITS)

**Communications**

Department A
Department B
Perform Radio Communications
(System: P25, Owner: ITS)

- The column of commonly used city systems/services is situated between two departments.
- Each department that utilizes the system is noted within the system text box (i.e., Dept A and Dept B).
- Respective task boxes are connected from each department's process area into the shared system column.
- Department relationships to these shared systems are visible via the connected lines in the ViEW applet.

Figure 2.0 – Enterprise Capture

ITS is currently working with IT Consultancy Gartner, Inc. to conduct a structured review of each system and service and capture the results into the model.

This work provides the City of Dallas with an authoritative baseline of operations and provides focus on the tier of applications for criticality, costs associated with the operations and maintenance, interaction between systems and processes, age of services relative to End-of-Life, Version Life Extension, and Capability provided. From the initial review of documentation to the final validation by each department, the goal was to collect the maximum amount of data possible with current accurate status.
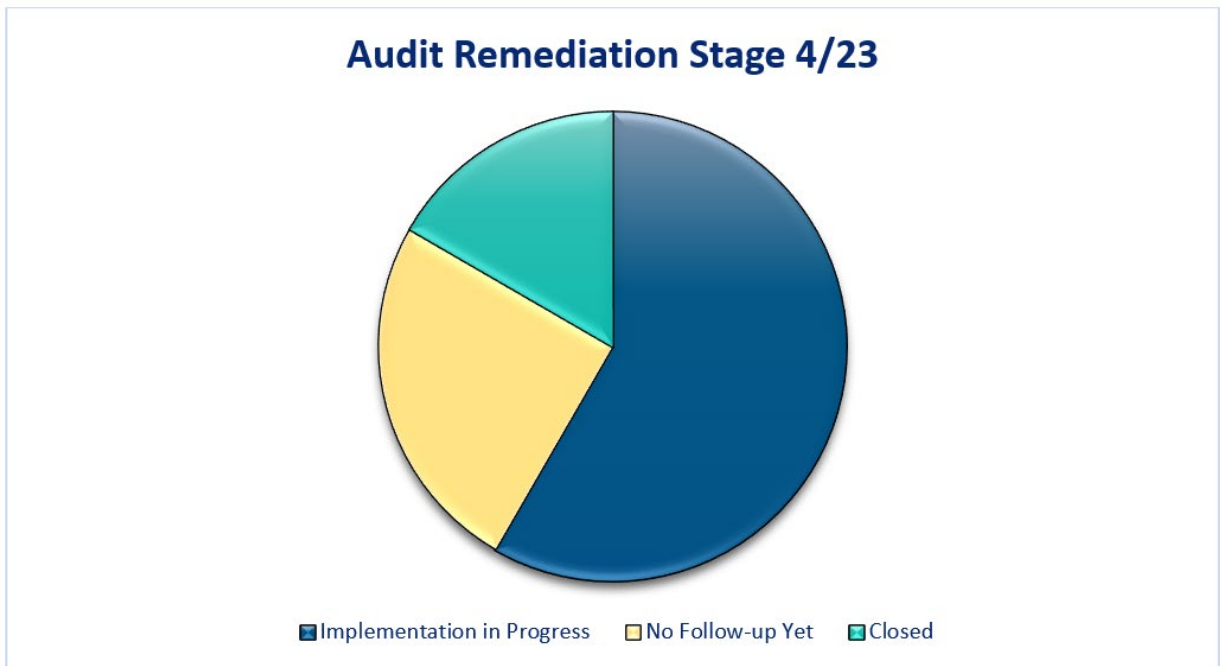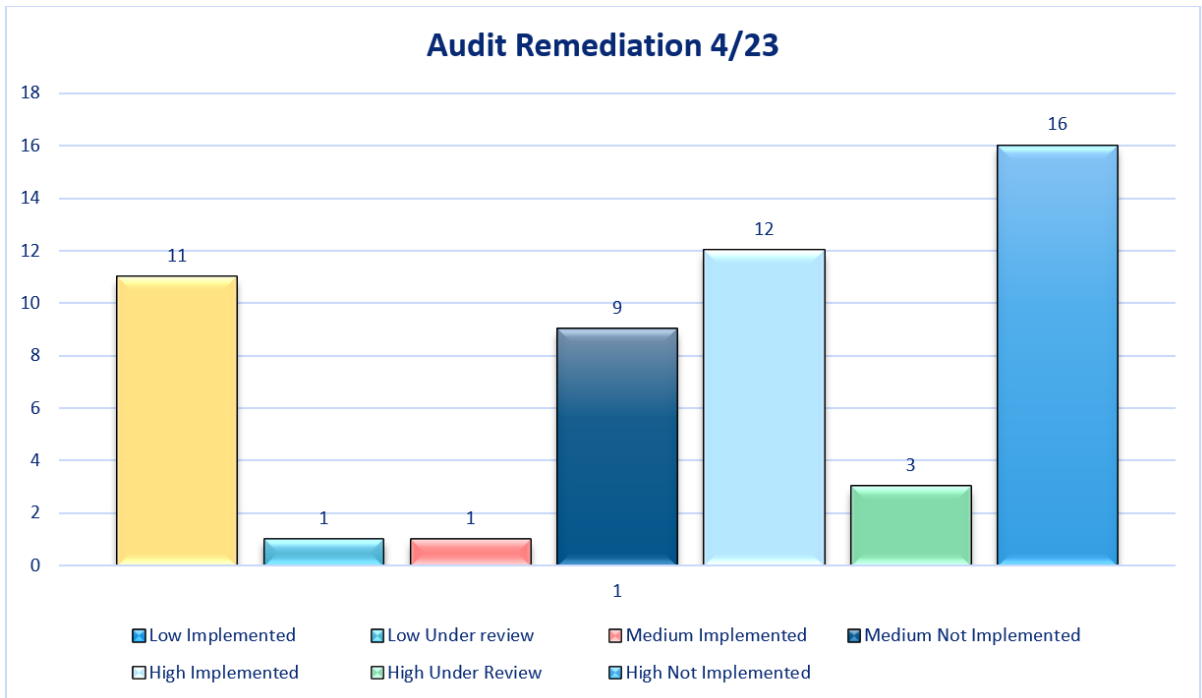
The example below shows the exact location where data attribute associated with a particular system can be found on the diagram. It should be noted that the "Technical Debt" collection is still in progress and that this information will be conducted based on the information (i.e., version, end of life and extension estimation) collected within this current state model.



Figure 4.0 – System Block
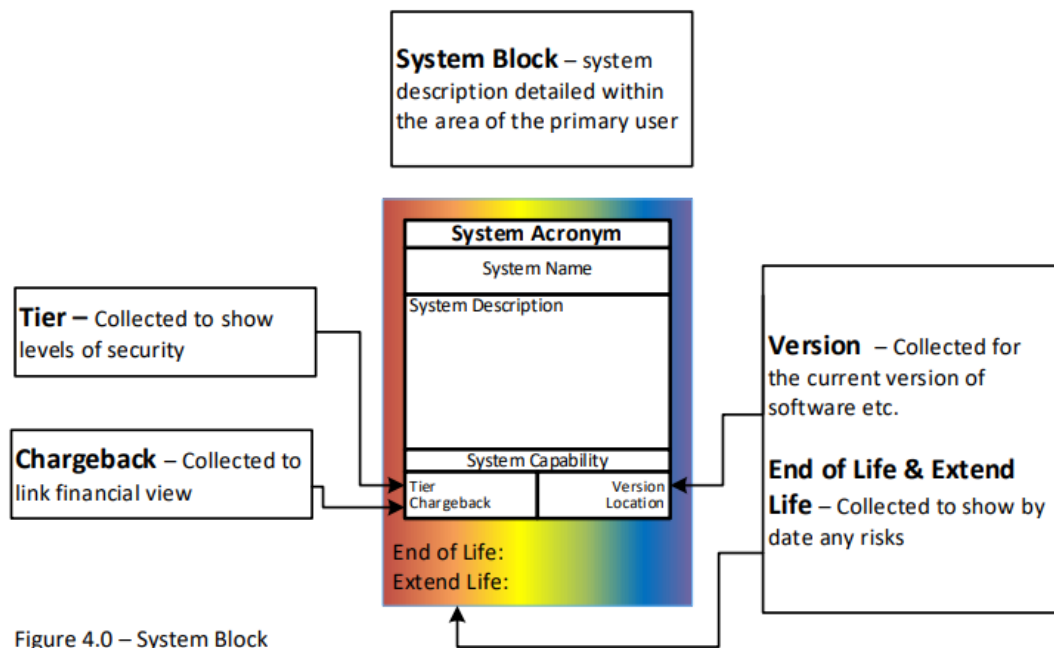
As this project progresses and specific goals and metrics are developed for the remediation of technical debt, it will be updated in future TAR reports.

## C. Audit

Currently the ITS department is working through several audits that impact technology services. Below represents the Audit remediation efforts and stages.

**Audit Remediation 4/23**

Low Implemented: 11
Low Under review: 1
Medium Implemented: 1
Medium Not Implemented: 9
High Implemented: 12
High Under Review: 3
High Not Implemented: 16

Legend:
- Low Implemented
- Low Under review
- Medium Implemented
- Medium Not Implemented
- High Implemented
- High Under Review
- High Not Implemented

**Audit Remediation Stage 4/23**

Legend:
- Implementation in Progress
- No Follow-up Yet
- Closed

# Memorandum

CITY OF DALLAS

DATE May 19, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Budget Accountability Report – March 2023**

Please find attached the March Budget Accountability Report (BAR) based on information through March 31, 2023. You may view all published reports on the Financial Transparency website. The monthly BAR provides financial forecast for all operating funds, update on General Obligation Bond spending, economic indicators, status of Dallas 365, updates for highlighted budget initiatives, and status of active process improvement projects.

If you have any questions, please contact Janette Weedon, Director of Budget and Management Services.

Jack Ireland
Chief Financial Officer

c:  T.C. Broadnax, City Manager
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Bilierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

# BUDGET ACCOUNTABILITY REPORT

## As of March 31, 2023



Cover Photo Credit: City of Dallas - Mural by Daniel Yanez, "No Space for Hate"

**Prepared by Budget & Management Services**

1500 Marilla Street, 4FN
Dallas, TX 75201

214-670-3659
financialtransparency.dallascityhall.com

# EXECUTIVE SUMMARY
## Financial Forecast Report

| Operating Fund | Year-End Forecast vs. Budget | |
| --- | --- | --- |
| | *Revenues* | *Expenses* |
| General Fund | ✅ | ✅ |
| Aviation | 13% over budget | ✅ |
| Convention and Event Services | ✅ | ✅ |
| Development Services | 11% over budget | ✅ |
| Municipal Radio | ✅ | ✅ |
| Sanitation Services | ✅ | ✅ |
| Storm Drainage Management | ✅ | ✅ |
| Dallas Water Utilities | ✅ | ✅ |
| Bond and Construction Management | ✅ | 6% under budget |
| Equipment and Fleet Management | 7% over budget | ✅ |
| Express Business Center | 41% over budget | ✅ |
| Information Technology | ✅ | ✅ |
| Radio Services | ✅ | ✅ |
| 9-1-1 System Operations | 9% over budget | ✅ |
| Debt Service | ✅ | ✅ |

✅ YE forecast within 5% of budget

## Dallas 365

**Year-to-Date**

✅ 26
On Target

❗ 2
Near Target

❌ 7
Not on Target

**Year-End Forecast**

✅ 31
On Target

❗ 0
Near Target

❌ 4
Not on Target

## Budget Initiative Tracker

🔵 4
Complete

❗ 2
At Risk

✅ 29
On Track

❌ 0
Canceled

# FINANCIAL FORECAST REPORT

The Financial Forecast Report (FFR) provides a summary of financial activity through March 31, 2023, for the General Fund and other annual operating funds of the City. The Adopted Budget column reflects the budget adopted by City Council on September 28, 2022, effective October 1, 2022, through September 30, 2023. The Amended Budget column reflects City Council-approved transfers between funds and programs, department-initiated transfers between expense objects, approved use of contingency, and other amendments supported by revenue or fund balance.

Year-to-date (YTD) actual amounts represent revenue or expenses/encumbrances that have occurred through the end of the most recent accounting period. Departments provide the year-end (YE) forecast, which projects anticipated revenues and expenditures as of September 30, 2023. The variance is the difference between the FY 2022-23 amended budget and the YE forecast. Variance notes are provided when the YE forecast is +/- five percent of the amended budget and/or if YE expenditures are forecast to exceed the amended budget.

## General Fund Overview

The General Fund overview provides a summary of financial activity through March 31, 2023.

| | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| Beginning Fund Balance | $308,405,349 | $308,405,349 | | $322,248,566 | $13,843,217 |
| Revenues | 1,706,814,187 | $1,727,562,642 | 1,250,733,683 | 1,730,725,453 | 3,162,811 |
| Expenditures | 1,706,814,187 | $1,727,562,642 | 837,494,783 | 1,720,711,976 | (6,850,666) |
| Ending Fund Balance | $308,405,349 | $308,405,349 | | $332,262,043 | $23,856,694 |

**Fund Balance.** Through September 30, 2022, the audited unassigned ending fund balance for FY 2021-22 is $329,048,566 and includes FY 2021-22 YE savings. As of March 31, 2023, the beginning fund balance for YE forecast reflects the FY 2021-22 audited unassigned ending fund balance and usage of Contingency Reserve in the amount of $6,800,000 as approved by the City Council on December 14, 2022. This allocation from Contingency Reserve was used to establish the 2022 Severe Weather and Flooding Fund to facilitate repair of insured city facilities.

**Revenues.** Through March 31, 2023, General Fund revenues are projected to be $3,163,000 over budget primarily due to fines and forfeitures and miscellaneous revenue.

**Expenditures.** Through March 31, 2023, General Fund expenditures are projected to be $6,851,000 under budget primarily due to salary savings from vacant uniform and non-uniform positions across all General Fund departments and reimbursements from the American Rescue Plan Act (ARPA), partially offset by uniform overtime expenses and temporary staffing costs.

**FY 2022-23 Amended Budget.** City Council amended the General Fund budget on:

- May 10, 2023, by ordinance #32456 in the amount of $20,748,455 due to additional sales tax revenue, miscellaneous revenue from auto pound sales, and intergovernmental revenue from DFW Airport city partners. This allocation will be used for the maintenance and operation of various departments and activities.

FY 2022-23 Financial Forecast Report
# GENERAL FUND REVENUE

| | Revenue Category | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|---|
| 1 | Property Tax | $961,502,880 | $961,502,880 | $944,804,824 | $961,955,999 | $453,119 |
| 2 | Sales Tax | 417,232,383 | 432,750,269 | 174,789,694 | 432,750,269 | 0 |
| 3 | Franchise and Other | 127,865,821 | 127,865,821 | 50,297,571 | 127,865,821 | 0 |
| 4 | Charges for Services | 115,554,550 | 115,554,550 | 37,185,628 | 115,020,641 | (533,909) |
| 5 | Fines and Forfeitures | 23,776,847 | 23,776,847 | 13,600,303 | 25,135,158 | 1,358,311 |
| 6 | Operating Transfers In | 28,185,836 | 28,185,836 | 4,490,081 | 28,185,836 | 0 |
| 7 | Intergovernmental | 13,161,563 | 18,003,654 | 8,201,397 | 18,248,501 | 244,847 |
| 8 | Miscellaneous | 7,967,394 | 8,355,872 | 8,082,998 | 9,275,742 | 919,870 |
| 9 | Licenses and Permits | 5,616,913 | 5,616,913 | 2,441,183 | 6,337,486 | 720,573 |
| 10 | Interest | 5,950,000 | 5,950,000 | 6,840,004 | 5,950,000 | 0 |
| | Total Revenue | $1,706,814,187 | $1,727,562,642 | $1,250,733,683 | $1,730,725,453 | $3,162,811 |

## VARIANCE NOTES

General Fund revenue variance notes are provided below for revenue categories with YE forecast variances of +/- five percent and revenue with an amended budget.

**2 Sales Tax.** City Council increased the sales tax budget to be $432,750,269 on May 10 as part of the mid-year appropriations adjustment process, due to actual collections five months into the fiscal year.

**5 Fines and Forfeitures.** Fines and Forfeitures revenue is projected to be $1,358,000 over budget primarily due to incoming revenue from bankruptcy settlements and the close-out of the SafeLight Auto Red Light Running fund ($1,532,000) and increased wrecker fee collections at the Dallas Auto Pound ($1,127,000), partially offset by declines in citations filled with the court ($1,100,000).

**7 Intergovernmental.** City Council increased Intergovernmental revenue by $4,842,000 on May 10 as part of the mid-year appropriations adjustment process, due to higher than budgeted payments through the DFW Airport revenue-sharing agreements.

**8 Miscellaneous.** City Council increased Miscellaneous revenue by $388,000 on May 10 as part of the mid-year appropriations adjustment process. Miscellaneous revenue is projected to be $920,000 over budget primarily due to increased collections from Dallas Auto Pound auction sales.

**9 Licenses and Permits.** Licenses and permits revenue is projected to be $721,000 over budget primarily due to higher than budgeted Real Estate license fee collection.

FY 2022-23 Financial Forecast Report
# GENERAL FUND EXPENDITURES

| | Expenditure Category | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|---|
| | Non-uniform Pay | $285,227,838 | $288,015,819 | $118,865,713 | $271,178,714 | ($16,837,105) |
| | Non-uniform Overtime | 8,144,953 | 8,154,053 | 7,678,609 | 11,939,208 | 3,785,155 |
| | Non-uniform Pension | 40,352,092 | 40,344,739 | 17,612,108 | 39,106,547 | (1,238,192) |
| | Uniform Pay | 527,979,958 | 527,979,959 | 242,912,621 | 500,359,178 | (27,620,781) |
| | Uniform Overtime | 39,791,958 | 54,236,690 | 44,984,049 | 87,060,147 | 25,012,082 |
| | Uniform Pension | 182,727,572 | 182,727,571 | 84,187,626 | 182,261,942 | (465,629) |
| | Health Benefits | 79,837,068 | 79,834,065 | 41,567,141 | 79,834,065 | 0 |
| | Workers Comp | 11,152,531 | 11,152,531 | 11,152,531 | 11,152,531 | 0 |
| | Other Personnel Services | 13,091,916 | 13,216,312 | 6,006,503 | 13,457,805 | 241,493 |
| 1 | Total Personnel Services | $1,188,305,887 | $1,205,661,739 | $574,966,900 | $1,196,350,137 | ($17,122,977) |
| 2 | Supplies | 84,389,204 | 83,061,244 | 42,700,999 | 85,243,357 | 2,182,113 |
| 3 | Contractual Services | 507,274,125 | 514,069,613 | 221,415,040 | 522,302,188 | 8,232,575 |
| 4 | Capital Outlay | 16,465,953 | 25,625,778 | 12,933,568 | 25,822,149 | 196,371 |
| 5 | Reimbursements | (89,620,981) | (100,855,732) | (14,521,725) | (109,005,855) | (338,748) |
| | Total Expenditures | $1,706,814,187 | $1,727,562,642 | $837,494,783 | $1,720,711,976 | ($6,850,666) |

## VARIANCE NOTES

General Fund expenditure variance notes are provided below for expenditure categories with YE forecast variances of +/- five percent. The Amended Budget column reflects department-initiated transfers between expense objects.

**1 Personnel Services.** Personnel services are projected to be $17,123,000 under budget primarily due to salary savings associated with vacant uniform and non-uniform positions across General Fund departments, partially offset by uniform overtime expenses in Dallas Fire-Rescue ($8,080,000), Dallas Police Department ($16,932,000), and non-uniform overtime expenses. DPD overtime expenses are due in part to elevated attrition in FY 2021-22, consistent demand for police services (P1 call volume), focused support for 911 ($2.0 million) and the speeding/racing initiative ($1.8 million), as well as increased response/deployment to "hot spots". DPD uniform overtime expenses are partially offset by a budgeted American Rescue Plan Act (ARPA) reimbursement. DFR uniform overtime expenses are due to higher than anticipated attrition requiring backfill to meet minimum staffing standards, offset by American Rescue Plan Act (ARPA) reimbursement.

FY 2022-23 Financial Forecast Report
# GENERAL FUND EXPENDITURES

| # | Expenditure by Department | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|---|
| 1 | Budget & Management Services | $4,277,919 | $4,289,014 | $1,951,965 | $4,173,639 | ($115,375) |
| 2 | Building Services | 30,390,891 | 33,797,107 | 15,463,687 | 33,634,929 | (162,178) |
| 3 | City Attorney's Office | 20,971,242 | 21,033,650 | 9,869,119 | 21,019,994 | (13,656) |
| 4 | City Auditor's Office | 3,163,255 | 3,167,416 | 1,277,571 | 2,974,658 | (192,758) |
| 5 | City Controller's Office | 8,567,559 | 8,594,256 | 4,486,728 | 8,594,256 | 0 |
| 6 | Independent Audit | 755,000 | 755,000 | 0 | 755,000 | 0 |
| 7 | City Manager's Office | 3,205,072 | 3,114,911 | 1,462,430 | 3,114,911 | 0 |
| 8 | City Secretary's Office | 3,141,520 | 3,258,784 | 1,514,300 | 3,243,520 | (15,264) |
| 9 | Elections | 2,022,829 | 2,201,129 | 939,463 | 2,201,129 | 0 |
| 10 | Civil Service | 3,064,698 | 3,076,486 | 1,195,170 | 2,808,978 | (267,508) |
| 11 | Code Compliance | 41,342,433 | 41,565,021 | 19,691,267 | 40,995,392 | (569,629) |
| 12 | Court & Detention Services | 26,923,902 | 27,033,462 | 12,597,802 | 26,421,330 | (612,132) |
| 13 | Jail Contract | 8,344,443 | 8,344,443 | 3,476,851 | 8,344,443 | 0 |
| 14 | Dallas Animal Services | 17,725,448 | 17,812,125 | 8,985,972 | 17,511,053 | (301,072) |
| 15 | Dallas Fire-Rescue | 369,069,665 | 372,901,392 | 191,234,910 | 372,901,392 | 0 |
| 16 | Dallas Police Department | 611,908,283 | 612,748,297 | 298,365,349 | 612,333,878 | 0 |
| 17 | Data Analytics & Business Intelligence | 5,281,114 | 5,294,289 | 1,698,674 | 4,883,817 | (410,472) |
| 18 | Housing & Neighborhood Revitalization | 4,639,881 | 4,651,669 | 1,739,803 | 4,355,190 | (296,479) |
| 19 | Human Resources | 8,140,152 | 8,365,826 | 4,770,865 | 8,336,702 | (29,124) |
| 20 | Judiciary | 4,273,646 | 4,282,660 | 2,028,042 | 4,063,800 | (218,860) |
| 21 | Library | 37,544,060 | 37,751,393 | 16,632,785 | 37,175,786 | (575,607) |
|  | Management Services |  |  |  |  |  |
| 22 | 311 Customer Service Center | 5,850,487 | 5,912,201 | 2,853,607 | 5,617,973 | (294,228) |
| 23 | Communications, Outreach, & Marketing | 3,699,446 | 3,464,435 | 1,332,976 | 3,336,504 | (127,931) |
| 24 | Office of Community Care | 9,365,486 | 9,392,529 | 2,974,611 | 9,355,369 | (37,160) |
| 25 | Office of Community Police Oversight | 811,382 | 812,769 | 247,086 | 522,927 | (289,842) |
| 26 | Office of Emergency Management | 1,344,664 | 1,347,438 | 655,944 | 1,347,438 | 0 |
| 27 | Office of Environmental Quality & Sustainability | 6,898,850 | 6,951,897 | 5,134,963 | 6,484,540 | (467,357) |
| 28 | Office of Equity & Inclusion | 3,809,929 | 3,818,250 | 1,152,621 | 3,424,802 | (393,448) |
| 29 | Office of Government Affairs | 956,162 | 974,559 | 528,603 | 980,662 | 6,103 |
| 30 | Office of Historic Preservation | 1,341,076 | 1,362,424 | 304,837 | 1,179,778 | (182,646) |
| 31 | Office of Homeless Solutions | 15,197,632 | 16,851,704 | 9,104,162 | 16,832,982 | (18,722) |
| 32 | Office of Integrated Public Safety Solutions | 5,630,099 | 5,649,515 | 1,359,138 | 5,392,155 | (257,360) |
| 33 | Small Business Center | 3,746,673 | 3,752,914 | 1,099,072 | 3,514,664 | (238,250) |
| 34 | Mayor & City Council | 6,645,643 | 6,940,550 | 2,674,349 | 6,555,065 | (385,485) |
| 35 | Non-Departmental | 135,306,683 | 142,306,683 | 28,290,579 | 141,339,491 | (967,192) |
| 36 | Office of Arts & Culture | 22,496,061 | 22,524,491 | 19,501,532 | 22,485,896 | (38,595) |
| 37 | Office of Economic Development | 3,918,798 | 4,019,415 | 2,348,625 | 3,899,248 | (120,167) |
| 38 | Park & Recreation | 106,863,878 | 111,301,421 | 62,818,796 | 111,301,421 | 0 |
| 39 | Planning & Urban Design | 5,150,852 | 5,177,895 | 2,724,950 | 4,716,384 | (461,511) |
| 40 | Procurement Services | 3,014,089 | 3,138,877 | 1,331,607 | 3,138,877 | 0 |
| 41 | Public Works | 89,209,383 | 89,445,468 | 64,167,265 | 89,445,468 | 0 |
| 42 | Transportation | 51,984,903 | 52,086,778 | 27,506,706 | 53,290,017 | 1,203,239 |
|  | Total Departments | $1,697,995,188 | $1,721,270,543 | $837,494,783 | $1,714,419,877 | ($6,850,666) |
| 43 | Financial Reserves | 0 | 0 | 0 | 0 | 0 |
| 44 | Liability/Claims Fund Transfer | 3,501,999 | 3,501,999 | 0 | 3,501,999 | 0 |
| 45 | Salary and Benefit Stabilization | 5,317,000 | 2,790,100 | 0 | 2,790,100 | 0 |
|  | Total Expenditures | $1,706,814,187 | $1,727,562,642 | $837,494,783 | $1,720,711,976 | ($6,850,666) |

# VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

**1 Budget & Management Services.** City Council increased BMS's budget by $11,000 on May 10 by ordinance #32456 for one-time incentive payments.

**2 Building Services.** City Council increased BSD's budget by $3,406,000 on May 10 by ordinance #32456 for one-time incentive payments and HVAC and heating costs at City Hall.

**3 City Attorney's Office.** City Council increased CAO's budget by $62,000 on May 10 by ordinance #32456 for one-time incentive payments.

**4 City Auditor's Office.** City Council increased AUD's budget by $4,000 on May 10 by ordinance #32456 for one-time incentive payments. AUD is projected to be $193,000 under budget primarily due to salary savings associated with four vacant positions.

**5 City Controller's Office.** City Council increased CCO's budget by $27,000 on May 10 by ordinance #32456 for one-time incentive payments.

**7 City Manager's Office.** City Council decreased CMO's budget by $90,000 on May 10 by ordinance #32456 to reallocate existing resources between various City Departments, partially offset by an increase for one-time incentive payments.

**8 City Secretary's Office.** City Council increased SEC's budget by $117,000 on May 10 by ordinance #32456 for one-time incentive payments and various equity adjustments.

**9 Elections.** City Council increased Election's budget by $178,000 on May 10 by ordinance #32456 to pay a contract expense with the Dallas County Elections Department for the June 5, 2021 Joint Runoff Election and advertising ($382,000), partially offset by a refund from the May 1, 2021 Joint Election ($203,000) due to final costs being less than the City's deposit.

**10 Civil Service.** City Council increased CVS's budget by $12,000 on May 10 by ordinance #32456 for one-time incentive payments. CVS is projected to be $268,000 under budget primarily due to salary savings associated with five vacant positions.

**11 Code Compliance.** City Council increased CCS's budget by $223,000 on May 10 by ordinance #32456 for one-time incentive payments. CCS is projected to be $570,000 under budget primarily due to salary savings associated with 66 vacant positions.

**12 Court & Detention Services.** City Council increased CTS's budget by $110,000 on May 10 by ordinance #32456 for one-time incentive payments. CTS is projected to be $612,000 under budget primarily due to salary savings associated with 81 vacant positions.

**14 Dallas Animal Services.** City Council increased DAS's budget by $87,000 on May 10 by ordinance #32456 for one-time incentive payments.

**15 Dallas Fire-Rescue.** City Council increased DFR's budget by $3,832,000 on May 10 by ordinance #32456 for one-time incentive payments, uniform overtime expenses, and the increase in fuel prices. DFR uniform expenses offset by an ARPA reimbursement in the amount of $10,311,000.

**16 Dallas Police Department.** City Council increased DPD's budget by $840,000 on May 10 by ordinance #32456 for one-time incentive payments, to reallocate existing resources between various City departments, equity adjustments for Open Records staff, and the increase in fuel prices.

# VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

**17 Data Analytics & Business Intelligence.** City Council increased DBI's budget by $13,000 on May 10 by ordinance #32456 for one-time incentive payments. DBI is projected to be $411,000 under budget primarily due to salary savings associated with 18 vacant positions.

**18 Housing & Neighborhood Revitalization.** City Council increased HOU's budget by $12,000 on May 10 by ordinance #32456 for one-time incentive payments. HOU is projected to be $296,000 under budget primarily due to salary savings associated with four vacant positions.

**19 Human Resources.** City Council increased HR's budget by $226,000 on May 10 by ordinance #32456 for one-time incentive payments and to reallocate existing resources between various City departments.

**20 Judiciary.** City Council increased CTJ's budget by $9,000 on May 10 by ordinance #32456 for one-time incentive payments. CTJ is projected to be $219,000 under budget primarily due to salary savings associated with 13 vacant positions.

**21 Library.** City Council increased LIB's budget by $207,000 on May 10 by ordinance #32456 for one-time incentive payments. LIB is projected to be $576,000 under budget primarily due to salary savings associated with 19 vacant positions.

**22 311 Customer Service Center.** City Council increased 311's budget by $62,000 on May 10 by ordinance #32456 for one-time incentive payments. 311 is projected to be $294,000 under budget primarily due to salary savings associated with 25 vacant positions, partially offset by capital improvement costs for an office reconfiguration.

**23 Communications, Outreach, & Marketing.** City Council decreased COM's budget by $235,000 on May 10 by ordinance #32456 for one-time incentive payments and to reallocate existing resources between various City departments.

**24 Office of Community Care.** City Council increased OCC's budget by $27,000 on May 10 by ordinance #32456 for one-time incentive payments.

**25 Office of Community Police Oversight.** City Council increased OCPO's budget by $1,000 on May 10 by ordinance #32456 for one-time incentive payments. OCPO is projected to be $290,000 under budget primarily due to salary savings associated with four vacant positions.

**26 Office of Emergency Management.** City Council increased OEM's budget by $3,000 on May 10 by ordinance #32456 for one-time incentive payments.

**27 Office of Environmental Quality & Sustainability.** City Council increased OEQS's budget by $53,000 on May 10 by ordinance #32456 for one-time incentive payments. OEQS is projected to be $467,000 under budget primarily due to salary savings and reduced forecasts for supplies and personnel development costs associated with 19 vacant positions.

**28 Office of Equity & Inclusion.** City Council increased OEI's budget by $8,000 on May 10 by ordinance #32456 for one-time incentive payments. OEI is projected to be $393,000 under budget primarily due to salary savings associated with seven vacant positions.

# VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

**29 Office of Government Affairs.** City Council increased OGA's budget by $18,000 on May 10 by ordinance #32456 for one-time incentive payments and to reallocate existing resources between various City departments. OGA is projected to be $6,000 over budget primarily due to temporary staffing costs and other costs associated with the Texas State Legislature session.

**30 Office of Historic Preservation.** City Council increased OHP's budget by $21,000 on May 10 by ordinance #32456 for one-time incentive payments and other equity adjustments. OHP is projected to be $183,000 under budget primarily due to salary savings associated with four vacant positions.

**31 Office of Homeless Solutions.** City Council increased OHS's budget by $1,654,000 on May 10 by ordinance #32456 for one-time incentive payments and an emergency procurement for temporary housing of 94 individuals from an encampment decommissioned by the DRTRR in January. The expense includes up to 90 days of lodging, food, and hygiene products for the clients ($923,000); security services ($216,000); and staff to monitor the shelter ($497,000).

**32 Office of Integrated Public Safety Solutions.** City Council increased IPSS's budget by $19,000 on May 10 by ordinance #32456 for one-time incentive payments. IPSS is projected to be $257,000 under budget primarily due to salary savings associated with 15 vacant positions and program savings related to the Metrocare services contract.

**33 Small Business Center.** City Council increased SBC's budget by $6,000 on May 10 by ordinance #32456 for one-time incentive payments. SBC is projected to be $238,000 under budget primarily due to salary savings associated with five vacant positions.

**34 Mayor & City Council.** City Council increased MCC's budget by $295,000 on May 10 by ordinance #32456 for one-time incentive payments, to reallocate existing resources between various City departments, and other equity adjustments. MCC is projected to be $385,000 under budget primarily due to salary savings associated with 10 vacant positions.

**35 Non-Departmental.** City Council increased Non-D's budget by $7,000,000 on May 10 by ordinance #32456 for a transfer to the Economic Development Corporation (EDC). Non-D is projected to be $967,000 under budget primarily due to savings associated with reduced interest costs for Master Lease drawdowns.

**36 Office of Arts & Culture.** City Council increased OAC's budget by $28,000 on May 10 by ordinance #32456 for one-time incentive payments.

**37 Office of Economic Development.** City Council increased ECO's budget by $101,000 on May 10 by ordinance #32456 for one-time incentive payments and to reallocate existing resources between various City departments.

**38 Park & Recreation.** City Council increased PKR's budget by $4,438,000 on May 10 by ordinance #32456 for one-time incentive payments, security and safety measures, park maintenance, temporary staffing, and the increase in fuel prices.

# VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, amended budgets, or YE forecasts projected to exceed budget.

**39 Planning & Urban Design.** City Council increased PUD's budget by $27,000 on May 10 by ordinance #32456 for one-time incentive payments, to reallocate existing resources between various City departments, and for professional planning and zoning services to assist with the workload of processing and reviewing zoning applications (to be reimbursed by DEV). PUD is projected to be $462,000 under budget primarily due to salary savings associated with 18 vacant positions.

**40 Procurement Services.** City Council increased POM's budget by $125,000 on May 10 by ordinance #32456 for one-time incentive payments and temporary staffing costs related to informal bid solicitation review.

**41 Public Works.** City Council increased PBW's budget by $236,000 on May 10 by ordinance #32456 for one-time incentive payments, to reallocate existing resources between various City departments, and the increase in fuel prices.

**42 Transportation.** City Council increased TRN's budget by $102,000 on May 10 by ordinance #32456 for one-time incentive payments and the increase in fuel prices. TRN is projected to be $1,203,000 over budget primarily due to unbudgeted costs to replace parking meters ($810,000); expenses related to Grant Matches and the Bike Plan Supplemental Agreement originally budgeted in FY 2021-22 ($270,000); overages in materials and supplies for street lighting and signal systems ($407,000); expenses for cell phone actuals, event supplies, and disposal services ($10,000); ReadyKey and Safety Skills Subscriptions ($92,000); partially offset by salary savings associated with 59 vacant positions ($767,000) and savings in rental costs due to not moving Parking Enforcement offices this fiscal year ($120,000).FY 2021-22 $1.2 million expenses were rolled into FY 2022-23 budget due to electricity overages for streetlights.

**45 Salary & Benefit Stabilization.** The FY 2022-23 Ordinance authorizes the City Manager to transfer appropriations from S&B to any department as allowed by City Charter Chapter XI (Sec. 3), of which, $2,424,000 was transferred to all General Fund departments for one-time incentive payments ($2,424,000) and various equity adjustments in SEC ($103,000).

## FY 2022-23 Financial Forecast Report
# ENTERPRISE FUNDS

| Department | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| **1 AVIATION** | | | | | |
| Beginning Fund Balance | $53,227,959 | $53,227,959 | | $75,205,004 | $21,977,045 |
| Total Revenues | 158,542,590 | 158,542,590 | 88,912,483 | 178,412,450 | 19,869,860 |
| Total Expenditures | 163,476,405 | 163,476,405 | 70,607,504 | 162,100,287 | (1,376,118) |
| Ending Fund Balance | $48,294,144 | $48,294,144 | | $91,517,166 | $43,223,022 |
| **2 CONVENTION & EVENT SERVICES** | | | | | |
| Beginning Fund Balance | $43,463,338 | $43,463,338 | | $56,656,767 | $13,193,429 |
| Total Revenues | 113,230,392 | 115,690,184 | 46,202,802 | 117,153,072 | 1,462,888 |
| Total Expenditures | 113,231,392 | 115,690,184 | 52,514,003 | 117,153,072 | 1,462,888 |
| Ending Fund Balance | $43,462,338 | $43,463,338 | | $56,656,767 | $13,193,429 |
| **3 DEVELOPMENT SERVICES** | | | | | |
| Beginning Fund Balance | $45,375,814 | $45,375,814 | | $38,036,071 | ($7,339,743) |
| Total Revenues | 35,340,940 | 35,340,940 | 17,709,287 | 39,112,011 | 3,771,071 |
| Total Expenditures | 43,830,455 | 54,659,486 | 27,287,284 | 55,884,836 | 1,225,349 |
| Ending Fund Balance | $36,886,299 | $26,057,268 | | $21,263,247 | ($4,794,021) |
| **4 MUNICIPAL RADIO** | | | | | |
| Beginning Fund Balance | $745,490 | $745,490 | | $572,451 | ($173,039) |
| Total Revenues | 1,003,095 | 1,100,931 | 326,593 | 1,100,931 | 0 |
| Total Expenditures | 1,003,095 | 1,100,931 | 791,981 | 1,100,931 | 0 |
| Ending Fund Balance | $745,490 | $745,490 | | $572,541 | ($173,039) |
| **5 SANITATION SERVICES** | | | | | |
| Beginning Fund Balance | $19,328,242 | $19,328,242 | | $19,627,964 | $299,722 |
| Total Revenues | 145,369,518 | 145,369,518 | 71,336,815 | 144,528,749 | (840,769) |
| Total Expenditures | 143,785,140 | 143,785,140 | 52,215,784 | 143,785,140 | 0 |
| Ending Fund Balance | $20,912,620 | $20,912,620 | | $20,371,573 | ($541,047) |
| **6 STORM DRAINAGE MANAGEMENT—DALLAS WATER UTILITIES** | | | | | |
| Beginning Fund Balance | $15,732,597 | $15,732,597 | | $19,962,402 | $4,229,805 |
| Total Revenues | 72,433,742 | 72,433,742 | 38,047,519 | 72,433,742 | 0 |
| Total Expenditures | 72,433,742 | 82,433,742 | 18,294,448 | 82,433,742 | 0 |
| Ending Fund Balance | $15,732,597 | $5,732,597 | | $9,962,402 | $4,229,805 |
| **7 WATER UTILITIES** | | | | | |
| Beginning Fund Balance | $133,050,983 | $133,050,983 | | $168,023,058 | $34,972,075 |
| Total Revenues | 755,226,160 | 755,226,160 | 375,077,813 | 755,226,160 | 0 |
| Total Expenditures | 761,226,160 | 834,226,160 | 318,521,568 | 834,226,160 | 0 |
| Ending Fund Balance | $127,050,983 | $54,050,983 | | $89,023,058 | $34,972,075 |

FY 2022-23 Financial Forecast Report
# INTERNAL SERVICE FUNDS

| Department | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| **8 BOND & CONSTRUCTION MANAGEMENT** | | | | | |
| Beginning Fund Balance | ($14,768) | ($14,768) | | ($1,400,504) | ($1,385,736) |
| Total Revenues | 23,087,146 | 23,087,146 | 2,829,537 | 23,178,947 | 91,801 |
| Total Expenditures | 23,087,146 | 23,087,146 | 8,032,156 | 21,778,062 | (1,309,084) |
| Ending Fund Balance | ($14,768) | ($14,768) | | $381 | $15,149 |
| **9 EQUIPMENT & FLEET MANAGEMENT** | | | | | |
| Beginning Fund Balance | $10,783,384 | $10,783,384 | | $11,008,909 | $225,525 |
| Total Revenues | 61,259,566 | 64,190,485 | 16,073,140 | 68,597,822 | 4,407,337 |
| Total Expenditures | 66,600,148 | 69,531,067 | 28,288,984 | 72,631,996 | 3,100,929 |
| Ending Fund Balance | $5,442,802 | $5,442,802 | | $6,974,736 | $1,531,933 |
| **10 EXPRESS BUSINESS CENTER** | | | | | |
| Beginning Fund Balance | $5,684,817 | $5,684,817 | | $5,940,355 | $255,538 |
| Total Revenues | 2,593,790 | 2,593,790 | 1,518,818 | 3,656,455 | 1,062,665 |
| Total Expenditures | 2,361,983 | 2,361,983 | 786,280 | 2,323,271 | (38,712) |
| Ending Fund Balance | $5,916,624 | $5,916,624 | | $7,273,539 | $1,356,915 |
| **11 INFORMATION TECHNOLOGY** | | | | | |
| Beginning Fund Balance | $9,119,837 | $9,119,837 | | $20,013,158 | $10,893,321 |
| Total Revenues | 108,985,933 | 108,985,933 | 53,984,666 | 109,270,030 | 284,097 |
| Total Expenditures | 110,191,357 | 110,191,357 | 66,563,916 | 108,437,559 | (1,753,798) |
| Ending Fund Balance | $7,914,413 | $7,914,413 | | $20,845,629 | $12,931,216 |
| **12 RADIO SERVICES** | | | | | |
| Beginning Fund Balance | $1,139,315 | $1,139,315 | | $2,712,126 | $1,572,811 |
| Total Revenues | 16,863,428 | 16,863,428 | 7,533,541 | 16,920,730 | 57,302 |
| Total Expenditures | 16,867,557 | 16,867,557 | 5,540,101 | 16,867,557 | 0 |
| Ending Fund Balance | $1,135,186 | $1,135,186 | | $2,765,299 | $1,630,113 |

## FY 2022-23 Financial Forecast Report
# OTHER FUNDS

| Department | FY 2022-23 Adopted Budget | FY 2022-23 Amended Budget | YTD Actual | YE Forecast | Variance |
|---|---|---|---|---|---|
| **13 9-1-1 SYSTEM OPERATIONS** | | | | | |
| Beginning Fund Balance | $4,180,269 | $4,180,269 | | $6,626,869 | $2,446,600 |
| Total Revenues | 12,017,444 | 12,017,444 | 6,299,552 | 13,103,535 | 1,086,091 |
| Total Expenditures | 14,212,742 | 14,212,742 | 6,077,411 | 14,030,988 | (181,754) |
| Ending Fund Balance | $1,984,971 | $1,984,971 | | $5,699,416 | $3,714,445 |
| **14 DEBT SERVICE** | | | | | |
| Beginning Fund Balance | $66,867,697 | $66,867,697 | | $69,564,897 | $2,697,200 |
| Total Revenues | 408,298,161 | 408,298,161 | 362,924,657 | 408,298,161 | 0 |
| Total Expenditures | 412,314,869 | 412,314,869 | 0 | 412,314,869 | 0 |
| Ending Fund Balance | $62,850,989 | $62,850,989 | | $65,548,189 | $2,697,200 |
| **15 EMPLOYEE BENEFITS** | | | | | |
| City Contributions | $108,965,789 | $108,965,789 | $59,784,366 | $109,353,954 | $388,165 |
| Employee Contributions | 44,675,798 | 44,675,798 | 22,048,723 | 45,403,470 | 727,672 |
| Retiree | 26,927,732 | 26,927,732 | 4,075,609 | 25,212,693 | (1,715,039) |
| Other | 0 | 0 | 96,241 | 96,241 | 96,241 |
| Total Revenues | 180,569,319 | 180,569,319 | 86,004,940 | 180,066,358 | (502,961) |
| Total Expenditures | $189,583,785 | $189,583,785 | $64,652,187 | $195,636,756 | $6,052,971 |

Note: FY 2022-23 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported (IBNR) claims.

| | | | | | |
|---|---|---|---|---|---|
| **16 RISK MANAGEMENT** | | | | | |
| Worker's Compensation | $16,041,001 | $16,041,001 | $16,038,120 | $16,041,001 | $0 |
| Third Party Liability | 10,033,670 | 10,033,670 | 10,868,871 | 10,033,670 | 0 |
| Purchased Insurance | 13,445,548 | 13,445,548 | 13,447,522 | 13,445,548 | 0 |
| Interest and Other | 0 | 0 | 368,782 | 368,782 | 368,782 |
| Total Revenues | 39,520,219 | 39,520,219 | 40,723,295 | 39,889,001 | 368,782 |
| Total Expenditures | $57,449,878 | $57,449,878 | $19,675,472 | $46,386,104 | ($11,063,774) |

Note: FY 2022-23 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects the total current liability for Risk Management (worker's compensation/liability/property insurance).

# VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summaries include the beginning fund balance with the YE revenue and expenditure forecasts. As of March 31, 2023, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2021-22 audited ending fund balance and includes FY 2021-22 YE savings. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, YE forecast projected to exceed budget, or projected use of fund balance.

**1 Aviation.** AVI revenues are projected to be $19,870,000 over budget due to greater-than-expected revenues from garage parking, concessions, and NTTA fees. AVI expenses are projected to be $1,376,000 under budget due to salary savings associated with vacant positions.

**2 Convention and Event Services.** City Council increased CCT's expense budget by $2,459,000 on May 10 by ordinance #32456 for new positions for the internal master planning team. CCT revenues are projected to be over budget $1,463,000 due to higher number of events than budgeted. CCT expenses are projected to be over budget $1,463,000 due to an increase in capital transfer. Excess revenue will be transferred to the CCT capital fund.

**3 Development Services.** City Council increased DEV's expense budget by $5,000,000 on November 9 by resolution 22-1676 for construction services at 7800 N Stemmons; by $5,700,508 on February 22 by resolution 23-0317 for a service contract with Accela, Inc. for the purchase of initial licenses and implementation, maintenance, and support of a building permitting and land management solution; and by $129,000 on May 10 by ordinance #32456 to reimburse planning and zoning services in Planning & Urban Design (PUD). DEV revenues are projected to be over budget by $3,771,000 due to an increase in permits. DEV expenses are projected to be $1,225,000 over budget due to Engineering contractual services.

**4 Municipal Radio.** City Council increased Municipal Radio's expense budget by $98,000 on May 10 by ordinance #32456 for the Nielsen contract buyout.

**5 Sanitation Services.** SAN revenues are $841,000 under budget to lower than anticipated commercial customer volume at the City's landfill and volatile disposal market. Recycling revenues are also projected to be lower than budget due to the commodity market downturn.

**6 Storm Drainage Management.** City Council increased SDM's expense budget by $10,000,000 on May 10 by ordinance #32456 for a transfer to capital construction.

**7 Water Utilities.** City Council increased DWU's expense budget by $73,000,000 on May 10 by ordinance #32456 for a transfer to capital construction.

**8 Bond & Construction Management.** BCM revenues are expected to be $92,000 over budget due to the reimbursement of prior year projects that were not expensed before the end of FY 2021-22. BCM expenses are projected to be $1,309,000 under budget primarily due to salary savings associated with vacant positions. BCM charges each capital project budget for project implementation costs. Savings in actual implementation expenses result in fewer charges to the capital project.

**9 Equipment and Fleet Management.** The FY 2022-23 Adopted Budget reflects planned use of fund balance. EFM's expense budget by $2,931,000 on May 10 by ordinance for increased fuel costs. EFM revenues are projected to be $4,407,000 over budget due to additional charge-backs to cover maintenance costs as a result of extended life repairs for SAN, DWU, PBW, and TRN equipment; increase in vehicle parts prices; extending the maintenance schedules for Sanitation from four to five days; and higher fuel costs. EFM expenses are projected to be $3,101,000 over budget primarily due to contracted labor and temporary staffing needed to address maintenance.

## VARIANCE NOTES

**10 Express Business Center.** Express Business Center revenues are projected to be $1,063,000 over budget due to an increase in auto pound sales.

**11 Information Technology.** Information Technology revenues are projected to be over budget $284,000 primarily due to an increase in interest earnings. Information Technology expenses are projected to be $1,754,000 under budget due to salary savings associated with vacant positions.

**13 9-1-1 System Operations.** 911 System Operations revenues are projected to be $1,086,000 over budget due to an increase in 911 fee collections for both wireless and wireline phones based on year-to-date receipts.

**15 Employee Benefits.** Employee Benefits expenses are projected to be $6,053,000 over budget primarily due to the increased cost of inpatient and outpatient medical and pharmacy claims, which have increased 10 percent on a per-enrollee basis compared to the historical cost increase of seven percent.

**16 Risk Management.** ORM expenses are projected to be $11,064,000 under budget primarily due to a delay in anticipated claims expenses from FY 2022-23 to FY 2023-24.

FY 2022-23 Financial Forecast Report
# GENERAL OBLIGATION BONDS

## 2017 Bond Program

| Proposition | | Authorized by Voters | ITD Appropriations | ITD Expenditures | Current Encumbered | Unencumbered |
|---|---|---|---|---|---|---|
| A | Street and Transportation | $533,981,000 | $533,981,000 | $240,830,999 | $174,769,077 | $118,380,925 |
| B | Park and Recreation Facilities | 261,807,000 | 261,807,000 | 170,911,463 | 11,399,859 | 79,495,678 |
| C | Fair Park | 50,000,000 | 50,000,000 | 31,333,000 | 6,762,613 | 11,904,386 |
| D | Flood Protection and Storm Drainage | 48,750,000 | 48,750,000 | 14,002,671 | 11,741,808 | 23,005,522 |
| E | Library Facilities | 15,589,000 | 15,589,000 | 14,866,288 | 218,721 | 503,991 |
| F | Cultural and Performing Arts Facilities | 14,235,000 | 14,235,000 | 13,012,454 | 447,437 | 775,110 |
| G | Public Safety Facilities | 32,081,000 | 32,081,000 | 26,357,251 | 218,965 | 5,504,784 |
| H | City Facilities | 18,157,000 | 18,157,000 | 2,411,826 | 38,015 | 15,707,159 |
| I | Economic Development | 55,400,000 | 55,400,000 | 20,044,893 | 9,265,754 | 26,089,353 |
| J | Homeless Assistance Facilities | 20,000,000 | 20,000,000 | 15,451,941 | 1,786,467 | 2,761,592 |
| Total | | $1,050,000,000 | $1,050,000,000 | $549,222,785 | $216,648,716 | $284,128,499 |

## 2012 Bond Program

| Proposition | | Authorized by Voters | ITD Appropriations | ITD Expenditures | Current Encumbered | Unencumbered |
|---|---|---|---|---|---|---|
| 1 | Street and Transportation Improvements | $260,625,000 | 266,938,887 | $257,766,287 | $5,280,241 | $3,892,360 |
| 2 | Flood Protection and Storm Drainage Facilities | 326,375,000 | 326,375,000 | 244,773,936 | 56,525,149 | 25,075,915 |
| 3 | Economic Development | 55,000,000 | 55,000,000 | 37,827,528 | 4,557,010 | 12,615,462 |
| Total | | $642,000,000 | $648,313,887 | $540,367,751 | $66,362,400 | $41,583,736 |

## 2006 Bond Program

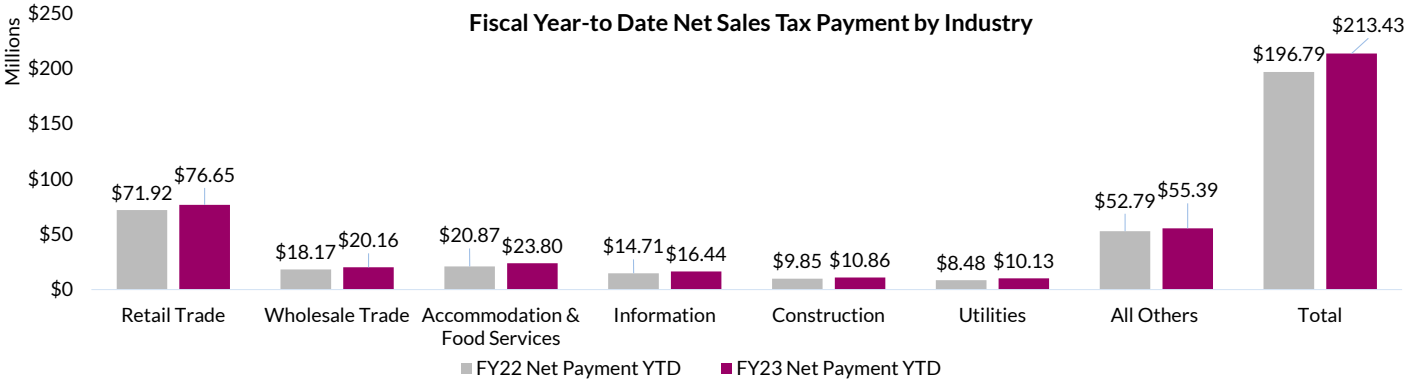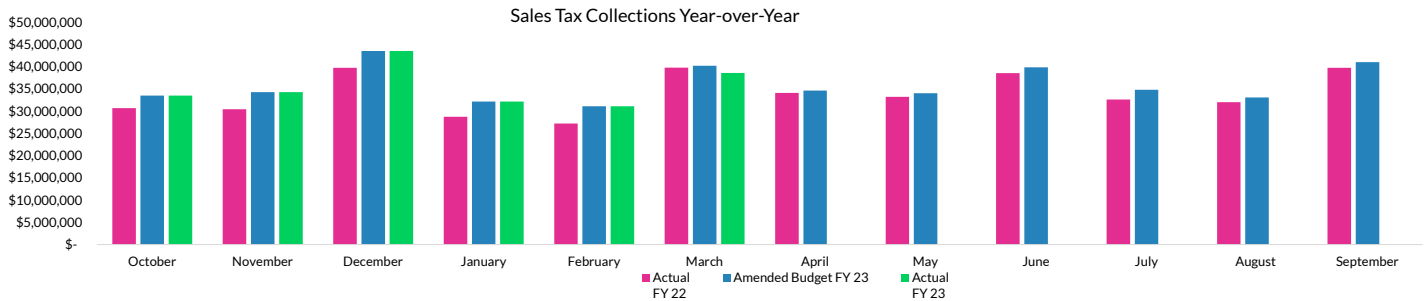| Proposition | | Authorized by Voters | ITD Appropriations | ITD Expenditures | Current Encumbered | Unencumbered |
|---|---|---|---|---|---|---|
| 1 | Street and Transportation Improvements | $390,420,000 | $406,490,554 | $393,629,773 | $8,256,091 | $4,604,689 |
| 2 | Flood Protection and Storm Drainage Facilities | 334,315,000 | 342,757,166 | 299,648,876 | 14,022,633 | 29,085,657 |
| 3 | Park and Recreation Facilities | 343,230,000 | 353,343,060 | 347,780,924 | 1,347,015 | 4,215,121 |
| 4 | Library Facilities | 46,200,000 | 48,318,600 | 47,669,994 | 10,521 | 638,084 |
| 5 | Cultural Arts Facilities | 60,855,000 | 63,821,447 | 63,151,488 | 0 | 669,959 |
| 6 | City Hall, City Service and Maintenance Facilities | 34,750,000 | 36,216,478 | 32,260,813 | 313,184 | 3,642,481 |
| 7 | Land Acquisition Under Land Bank Program | 1,500,000 | 1,500,000 | 1,474,169 | 0 | 25,831 |
| 8 | Economic Development | 41,495,000 | 45,060,053 | 42,735,357 | 922,500 | 1,402,196 |
| 9 | Farmers Market Improvements | 6,635,000 | 6,933,754 | 6,584,013 | 0 | 349,741 |
| 10 | Land Acquisition in the Cadillac Heights Area | 22,550,000 | 22,727,451 | 11,591,924 | 237,544 | 10,897,983 |
| 11 | Court Facilities | 7,945,000 | 8,146,606 | 7,869,762 | 0 | 276,844 |
| 12 | Public Safety Facilities and Warning Systems | 63,625,000 | 66,072,938 | 65,362,255 | 4,737 | 705,946 |
| Total | | $1,353,520,000 | $1,401,388,107 | $1,319,759,350 | $25,114,225 | $56,514,532 |

Note: The tables above reflect expenditures and encumbrances recorded in the City's financial system of record. They do not include commitments that have not yet been recorded in the system, such as amounts recently approved by City Council.

FY 2022-23 Financial Forecast Report
# ECONOMIC INDICATORS
## Sales Tax

The current sales tax rate is 8.25 percent - 6.25 percent goes to the state, one percent to the City, and one percent to DART. The FY 2022-23, Sales Tax Budget was $417,232,383, which was increased to $432,750,269 by the mid-year ordinance #32456 approved by City Council on May 10, 2023. We will update the forecast throughout the year as additional information becomes available. The charts in this section provide more information about sales tax collections.

### Sales Tax Collections Year-over-Year



Legend: Actual FY 22 | Amended Budget FY 23 | Actual FY 23

### Fiscal Year-to Date Net Sales Tax Payment by Industry



| Industry | FY22 Net Payment YTD | FY23 Net Payment YTD |
|---|---|---|
| Retail Trade | $71.92 | $76.65 |
| Wholesale Trade | $18.17 | $20.16 |
| Accommodation & Food Services | $20.87 | $23.80 |
| Information | $14.71 | $16.44 |
| Construction | $9.85 | $10.86 |
| Utilities | $8.48 | $10.13 |
| All Others | $52.79 | $55.39 |
| Total | $196.79 | $213.43 |

FY 2022-23 Financial Forecast Report
# ECONOMIC INDICATORS

| Year-over-Year Change in Sales Tax Collections | | |
|---|---|---|
| Industry | March FY23 over March FY22 | FYTD23 over FYTD22 |
| Retail Trade | -2% | 7% |
| Wholesale Trade | -9% | 11% |
| Accommodation and Food Services | 7% | 14% |
| Information | 6% | 12% |
| Construction | -6% | 10% |
| Utilities | 9% | 19% |
| All Others | -10% | 5% |
| Total Collections | -3% | 8% |

**Retail Trade.** Includes establishments engaged in selling (retailing) merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. The retailing process is the final step in the distribution of merchandise, so retailers are organized to sell merchandise in small quantities to the general public.

**Wholesale Trade.** Includes establishments engaged in wholesaling merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. Wholesalers are organized to sell or arrange the purchase or sale of (a) goods for resale to other wholesalers or retailers, (b) capital or durable nonconsumer goods, and (c) raw and intermediate materials and supplies used in production.

**Accommodation and Food Services.** Includes establishments providing customers with lodging and/or preparing meals, snacks, and beverages for immediate consumption.

**Information.** Includes establishments engaged in (a) producing and distributing information and cultural products, (b) providing the means to transmit or distribute these products as well as data or communications, and (c) processing data.

**Construction.** Includes establishments primarily engaged in the construction of buildings or engineering projects (e.g., highways and utility systems). Establishments primarily engaged in the preparation of sites for new construction or in subdividing land for sale as building sites are also included in this sector.

**Utilities.** Includes establishments providing electric power, natural gas, steam supply, water supply, and sewage removal.

**All Others.** Includes but is not limited to manufacturing, professional and business services, financial activities, education and health services, and natural resources and mining.

FY 2022-23 Financial Forecast Report

# ECONOMIC INDICATORS

## Hotel Occupancy Tax

The City collects hotel occupancy taxes (HOT) on hotel, motel, bed and breakfast, and short-term rentals in the city limits. The HOT rate in Dallas is 15 percent of the cost of the room (not including food served or personal services not related to cleaning and readying the space for the guest)—six percent goes to the state, and nine percent goes to the City. Of the nine percent to the city, two percent is to be used for the Convention Center Expansion and the Fair Park Facilities Venue Projects and seven percent is allocated for Visit Dallas, Office of Arts and Culture, and Kay Bailey Hutchison Convention Center Dallas. HOT is the largest single revenue source for the Kay Bailey Hutchison Convention Center, and data is typically updated every two months.

### HOT Collections



········· 6 Month Moving Average

### Year-over-Year Change in HOT Collections
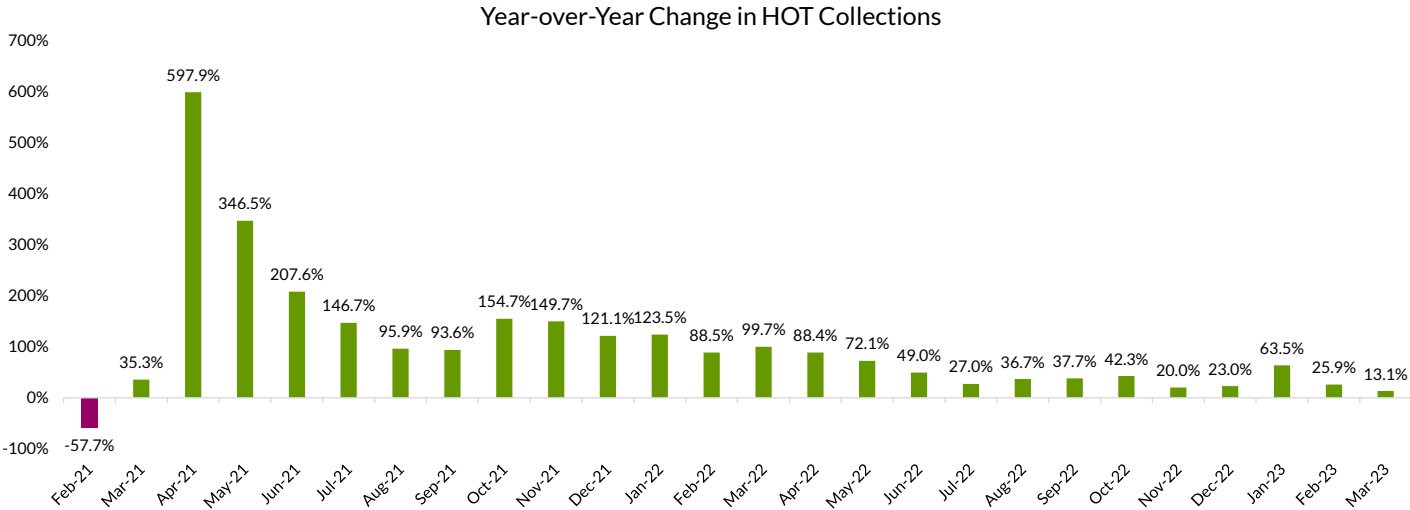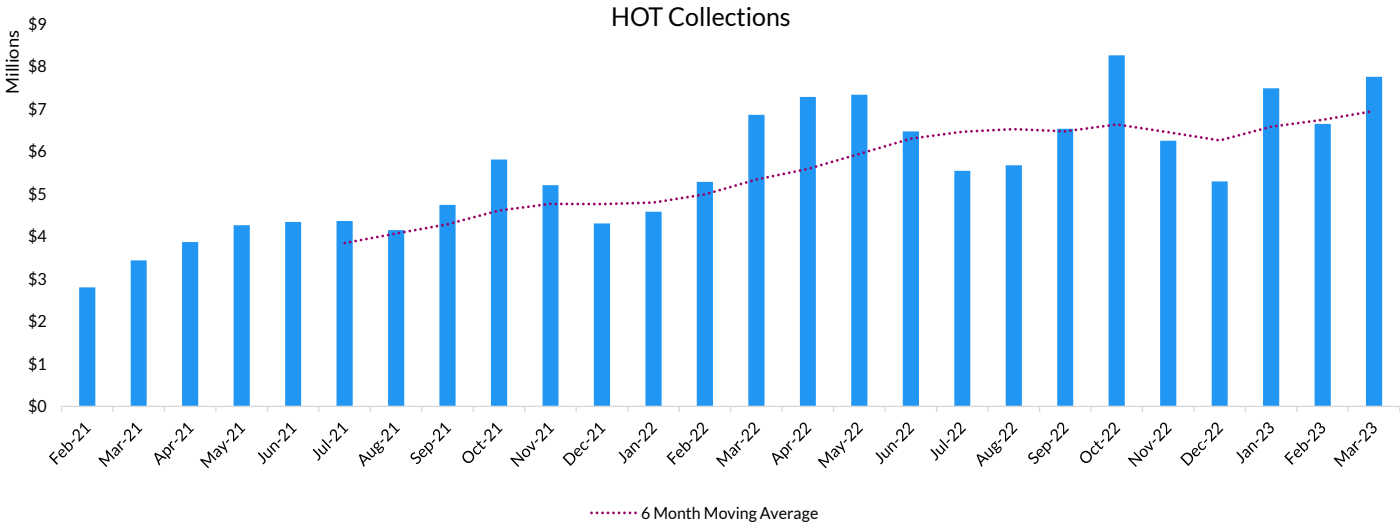
## FY 2022-23 Financial Forecast Report
# ECONOMIC INDICATORS
## Convention Center Event Bookings

The table below lists the number of actual, planned, and forecast events at the KBHCCD for the last three fiscal years. Please note if no event takes place, it results in an equal reduction in revenue and expenses.

| | FY21 Actual | FY22 Actual | FY23 Planned | FY23 Actual/Forecast* |
|---|---|---|---|---|
| October | 3 | 6 | 10 | 10 |
| November | 1 | 5 | 2 | 2 |
| December | 2 | 9 | 11 | 12 |
| January | 1 | 4 | 7 | 5 |
| February | 0 | 10 | 9 | 14 |
| March | 2 | 13 | 7 | 10 |
| April | 1 | 8 | 5 | 5 |
| May | 6 | 6 | 9 | 9 |
| June | 7 | 11 | 9 | 9 |
| July | 7 | 4 | 10 | 10 |
| August | 4 | 8 | 5 | 5 |
| September | 5 | 10 | 4 | 4 |
| **Total** | **39** | **94** | **88** | **95** |

\* Due to shifts in cancellations and rescheduling, FY23 actuals for prior months may be updated.

## Love Field Enplanements

An enplanement is when a revenue-generating passenger boards an aircraft. Enplanements are the most important air traffic metric because enplaned passengers directly or indirectly generate 80 percent of Aviation revenues. Typically, Aviation generates only 20 percent of total operating revenues from non-passenger-related activities.

### Enplanements
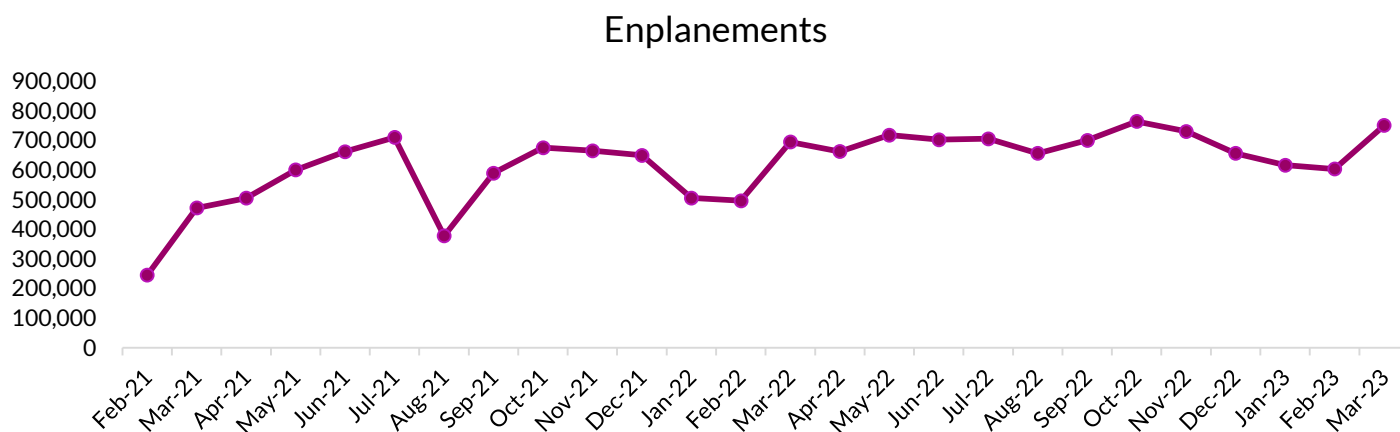
FY 2022-23 Financial Forecast Report
# ECONOMIC INDICATORS
## Building Permits

Building permits (required for all construction in Dallas) can provide insight into upcoming activity in the housing market and other areas of the economy. Permits are a key indicator of the confidence developers have in the economy; likewise, a decline can indicate developers do not anticipate economic growth in the near future. In some cities, this measure may be a leading indicator of property tax value growth, but in Dallas, the property tax forecast model includes other variables like wage/job growth, housing supply, gross domestic product, population, vacancy rates, and others.



Number of Building Permits



Building Permit Valuations
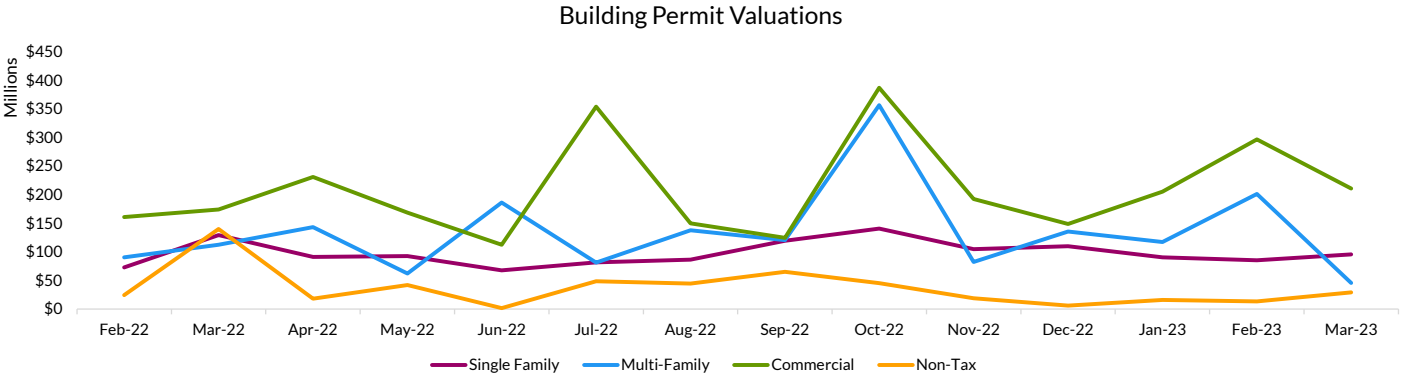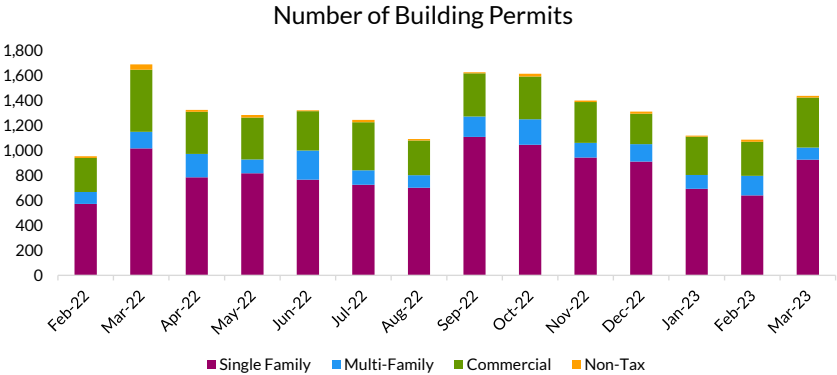
# DALLAS 365

The Dallas 365 initiative aligns 35 key performance measures to our eight strategic priorities. The department responsible for each measure is noted at the end of the measure's description, and last year's performance is included if available. If FY 2022-23 data is not available, N/A is listed.

Year-to-date (YTD) and year-end (YE) targets are presented for each measure. YTD targets may vary based on seasonality of the work. Each month, we compare 1) the YTD target with the actual performance for the current reporting period and 2) the YE target with the department's forecasted performance as of September 30, 2023.

**Year-to-Date**

✓ **26** On Target

! **2** Near Target

✗ **7** Not on Target

**Year-End Forecast**

✓ **31** On Target

! **0** Near Target

✗ **4** Not on Target

Measures are designated "on target" (green) if actual YTD performance is equal to or greater than the YTD target. If actual YTD performance is within five percent of the YTD target, it is "near target" (yellow). Otherwise, the measure is designated "not on target" (red). The same methodology applies to YE forecasts. Variance notes are provided for each red measure.

| # | Measure | FY 2021-22 Actual | YTD Target | YTD Actual | YE Target | YE Forecast |
|---|---|---|---|---|---|---|
| | **Economic Development** | | | | | |
| 1 | Average number of business days to complete commercial permit application prescreen (Development Services) | 5.7 | 2.0 | 1.0 | 5.0 | 5.0 |
| 2* | Percentage of next business day inspections performed on time (Development Services) | 98.5% | 98.0% | 97.3% | 98.0% | 98.0% |
| 3 | Percentage spent with local businesses (Small Business Center) | 36.7% | 53.0% | 54.7% | 40.0% | 40.0% |
| 4 | Percentage of dollars spent with local M/WBE businesses (Small Business Center) | 84.6% | 62.0% | 62.8% | 70.0% | 70.0% |
| | **Environment & Sustainability** | | | | | |
| 5 | Percentage of CECAP actions underway annually (Office of Environmental Quality & Sustainability) | 94.3% | 54.6% | 69.1% | 75.3% | 75.3% |
| 6 | Percentage of on-time bulk & brush collections (Sanitation Services) | 99.9% | 99.9% | 99.9% | 95.0% | 95.0% |
| 7 | Residential recycling diversion rate (Sanitation Services) | 18.6% | 18.0% | 18.2% | 20.0% | 20.0% |

**\*** For most measures, high values indicate positive performance, but for these measures, the reverse is true.

## FY 2022-23 Dallas 365

| # | Measure | FY 2021-22 Actual | YTD Target | YTD Actual | YE Target | YE Forecast |
|---|---------|-------------------|------------|------------|-----------|-------------|
| | **Government Performance & Financial Management** | | | | | |
| 8 | Percentage of invoices paid within 30 days (City Controller's Office) | 88.1% | 88.0% | 86.7% | 92.0% | 92.0% |
| 9 | Percentage of vehicles receiving preventive maintenance on schedule (Equipment & Fleet Management) | 96.2% | 91.0% | 93.7% | 90.0% | 90.0% |
| 10 | Percentage of 311 calls answered within 90 seconds (311 Customer Service Center) | 42.4% | 60.0% | 64.5% | 60.0% | 60.0% |
| 11 | Percentage of informal solicitation requests (<$50k) processed within 15 business days (Procurement Services) | N/A | 80.0% | 17.7% | 60.0% | 80.0% |
| | **Housing & Homeless Solutions** | | | | | |
| 12 | Percentage of development funding leveraged by private sources (Housing & Neighborhood Revitalization) | 85.6% | 0.0% | 0.0% | 60.0% | 60.0% |
| 13 | Percentage of unduplicated persons placed in permanent housing who remain housed after six months (Office of Homeless Solutions) | 94.0% | 85.0% | 91.5% | 85.0% | 85.0% |
| 14 | Percentage of beds utilized under the Pay-to-Stay program (Office of Homeless Solutions) | 98.6% | 80.0% | 139.2% | 80.0% | 80.0% |
| | **Public Safety** | | | | | |
| 15 | Percentage of EMS responses within nine minutes or less (Dallas Fire-Rescue) | 85.1% | 90.0% | 83.8% | 90.0% | 83.8% |
| 16 | Percentage of first company responses to structure fires within five minutes and 20 seconds of dispatch (Dallas Fire-Rescue) | 87.5% | 90.0% | 88.7% | 90.0% | 90.0% |
| 17* | Crimes against persons (Dallas Police Department) | 2,302.0 | 2,000.0 | 2,149.0 | 2,000.0 | 2,149.0 |
| 18 | Percentage of responses to Priority 1 calls within eight minutes or less (Dallas Police Department) | 47.6% | 68.3% | 52.3% | 60.0% | 52.3% |
| 19 | Percentage of 911 calls answered within 10 seconds (Dallas Police Department) | 96.4% | 90.0% | 98.2% | 90.0% | 90.0% |
| 20 | Complaint resolution rate (Office of Community Police Oversight) | 82.2% | 70.0% | 71.6% | 70.0% | 70.0% |
| 21 | Percentage of crisis intervention calls handled by the RIGHT Care team (Office of Integrated Public Safety Solutions) | 52.6% | 60.0% | 62.3% | 60.0% | 60.0% |

* For most measures, high values indicate positive performance, but for these measures, the reverse is true.

## FY 2022-23 Dallas 365

| # | Measure | FY 2021-22 Actual | YTD Target | YTD Actual | YE Target | YE Forecast |
|---|---------|-------------------|------------|------------|-----------|-------------|
| | **Quality of Life, Arts, & Culture** | | | | | |
| 22 | Percentage of litter and high weed service requests closed within SLA (Code Compliance) | 83.6% | 65.0% | 84.0% | 65.0% | 65.0% |
| 23 | Percentage increase in dogs and cats fostered (Dallas Animal Services) | 33.4% | 5.0% | 9.8% | 5.0% | 5.0% |
| 24 | Percentage of technology devices checked out monthly (Hotspots and Chromebooks) (Library) | 77.3% | 78.5% | 71.8% | 75.0% | 75.0% |
| 25 | Satisfaction rate with library programs (Library) | 99.0% | 98.0% | 98.2% | 93.0% | 93.0% |
| 26 | Percentage of cultural services funding to ALAANA (African, Latinx, Asian, Arab, Native American) artists and organizations (Office of Arts & Culture) | 30.2% | 25.0% | 28.9% | 32.0% | 32.0% |
| 27 | Average number of recreation programming hours per week (youth, seniors, and athletic leagues) (Park & Recreation) | 2,192 | 1,615 | 2,659 | 1,615 | 1,615 |
| 28 | Participation rate at late-night Teen Recreation (TRec) sites (Park & Recreation) | 68.0% | 80.0% | 34.5% | 60.0% | 60.0% |
| | **Transportation & Infrastructure** | | | | | |
| 29 | Percentage of bond appropriations awarded (ITD) (Bond & Construction Management) | 85.6% | 71.0% | 77.2% | 97.0% | 97.0% |
| 30 | Percentage of planned lane miles improved (787 of 11,770 miles) (Public Works) | 81.6% | 11.0% | 12.9% | 100.0% | 100.0% |
| 31 | Percentage of potholes repaired within three days (Public Works) | 99.0% | 98.0% | 98.5% | 98.0% | 98.0% |
| 32 | Percentage of signal malfunction responses within 120 minutes (Transportation) | 91.4% | 91.0% | 92.1% | 91.0% | 91.0% |
| 33 | Percentage of faded long line pavement marking miles improved (611 of 1,223 miles) (Transportation) | 83.4% | 0.0% | 0.0% | 50.0% | 50.0% |
| | **Workforce, Education, & Equity** | | | | | |
| 34 | Percentage increase of original multicultural and multilingual content (on public, educational, and government) (Communications, Outreach, & Marketing) | 40.2% | 25.0% | 126.3% | 25.0% | 25.0% |
| 35 | Percentage increase of workforce development grant participants in underserved populations (Small Business Center) | N/A | 60.0% | 42.0% | 60.0% | 60.0% |

\* For most measures, high values indicate positive performance, but for these measures, the reverse is true.

## FY 2022-23 Dallas 365
# VARIANCE NOTES

**11** OPS has identified the factors impeding the successful performance of temporary staffing to support procurement process (<$50k) within 15 business days goal. The current formula being used to calculate this metric is skewed, as it includes solicitation requests that are not informal solicitations (IFS) requests into the equation which distorts the accuracy of the output. Additionally, OPS recognizes that most of the requests received are not submitted correctly or with the appropriate forms and documentation from departments, so to mitigate that issue OPS plans to implement citywide service level agreements (SLAs) for IFS that will specify the correct IFS process, documentation and forms needed. OPS is also working towards bringing on additional temporary staff for further support. This new initiative is in effect for the current fiscal year.

**15** DFR continues to experience increased EMS response times due to several factors.  Emergency call volume remains extremely high; in March there were over 25,000 responses, over a 35 percent increase from February. EMS transport rates continues to be over 60 percent, compared to historical rates of 40-45 percent.  Increases in call volume and transport rates result in a decrease in the number of available units, while an increase in unit hour utilization, results in increased response times.

**17** Overall violent crime has increased by 3.24 percent for March 2023. With the focus on interrupting and disrupting violent people and places, DPD strives to continue to see a reduction in crimes against persons. DPD continues to focus on Violent Crime reduction throughout the city with violent crime down by 2.7 percent YTD. Total Crime is down 2.6 percent YTD by 669 less offenses with an increase in Aggravated Assaults. This is due to single incidents having multiple complainants. DPD is using all available resources to help investigate these offenses to determine the cause.

**18** The increase in high-priority calls is a contributing factor to increasing response times. High-priority calls have increased by 6.21 percent compared to the same time last year. This is in addition to re-evaluating the call volume to determine if new substations are needed and the 10-hour shift study to help determine if this benefits the residents of Dallas.

**24** LIB circulation has experienced a decline due to a considerable number of customers failing to return technological devices. Customers are charged for unreturned items and are presently unable to borrow any further library materials until the devices have been returned. LIB is reviewing technology inventory and policy to ensure devices are available for other library customers.

**28**  PKR experienced a 20 percent increase in attendance for March 2023, similar to the previous year in March 2022. Staff are engaging directly with middle and high schools, promoting programs and collecting survey information from teens to address programming needs. Additional system wide teen programming is being offered and recreation centers are providing "late night" type of programming on alternate days in varying locations.

**35** The participation percentage has been impacted by SBC employee turnover and staffing levels. Additionally, participation was impacted by COVID due to a six-month delay of program and recruitment. SBC Workforce Initiatives is now fully staffed to ensure data is represented accurately and anticipates an increase in attendance with three new contracts anticipated to execute in late May/early June.

# BUDGET INITIATIVE TRACKER

The Budget Initiative Tracker reports on 35 activities included in the FY 2022-23 budget. For each initiative included in this report, you will find the initiative number, title, description, status, and measure. At the end of each description, the responsible department is listed. Each month, the responsible department provides a current status for the initiative and indicates whether the initiative is "complete" (blue circle), "on track" for completion by the end of the fiscal year (green check mark), "at risk" of not being completed by the end of the fiscal year (yellow exclamation mark), or "canceled" (red x).

**4** Complete    **29** On Track    **2** At Risk    **0** Canceled
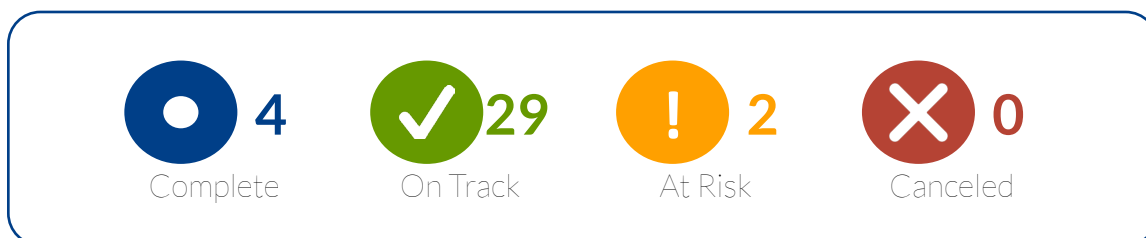
## In the Spotlight

Access to healthy food for vulnerable communities in southern and western Dallas remains to be a significant challenge. With food production, distribution, and land use accounting for 30 percent of global GHG emissions, the rising temperatures and changing precipitation patterns create more frequent droughts that result in losses to crops and livestock across the nation and the globe. In these extreme events, there has been a noticeable lead to increased food pricing. The Comprehensive Food & Urban Agriculture Plan prioritizes Dallas communities' access to local food sources by outlining the current state of agriculture and offering strategies for sustaining existing efforts, improving resources, creating pathways, and supporting expanding urban agriculture projects throughout the city of Dallas.

With over 35 different farms, community and commercial, the Office of Environmental Quality & Sustainability and the Office of Procurement has established a pilot project to provide small growing units for food desert homes and will be deployed on a rolling basis with the hopes of targeting the majority of the population to have access to healthy, affordable food by 2030.

FY 2022-23 Budget Initiative Tracker
# ECONOMIC DEVELOPMENT

## 1 Building Permit Process ✅

INITIATIVE Reform the City's building permit process and improve the customer experience through investments in a new centrally located facility, enhanced technology, and expanded staffing. In FY 2022-23, Development Services will hire additional staff to expand the Project Dox Intake Division, add a Housing Team to improve quality inspections, and add a 2nd Q-Team to increase the timeliness of project completions. (DEV)

STATUS DEV plans to move in phases to the "One Stop Permitting Shop" centrally located at 7800 N Stemmons. Occupancy will begin taking place on the 5th floor during Phase I in April/May of 2023. Design for the 9th floor (Phase 2) is already underway. DEV signed a contract for new permitting software on February 22, 2023. Of the 54 new positions for FY 2022-23, DEV has filled 32 positions and will continue to fill remaining vacancies. DEV has prepared several items to go before Council in April to adopt and amend building, residential, fuel, mechanical, plumbing, and energy codes according to the International Code Council's (ICC) 2021 version. Code amendments have been slated to go to Council on April 6, 2023, with an effective implementation date of May 15, 2023.

## 2 City Development Code ✅

INITIATIVE Overhaul the City's Development Codes (Chapters 51, 51A, and 51P) to develop a modern, updated, and user-friendly development code that is streamlined, consistent, clear, and aligned with all City plans and policies. In FY 2022-23, PNV will hire execute a consultant contract, work alongside the consultant to perform a technical analysis of the effectiveness of current development codes and begin the public engagement process to ultimately reduce the total land development timeline. (PNV)

STATUS A vendor has been selected and PNV plans to bring the item to City Council for contract award in May 2023.

## 3 Planning and Urban Design ✅

INITIATIVE Provide critical administrative support to boards and committees supported by Planning and Urban Design. In FY 2022-23, PNV will hire four additional positions to provide administrative and technical support, which are key critical functions currently performed by planning staff, managers, and executive staff. (PNV)

STATUS Two positions were hired with start dates in March 2023. PNV has closed the job postings for the other two positions and will begin interviews soon.

## 4 City Auto Pound ✅

INITIATIVE Pave the way for redevelopment of the Vilbig Auto Pound by fully implementing the terms of the service contract that includes wrecker dispatch, wrecker response, storage of vehicles, collection of fees, and disposition of unclaimed vehicles for non-evidentiary tows and implementation of fee changes for towing and storage. (DPD)

STATUS Implementation of the Auto Pound Management contract is underway. 911 and Auto Pound personnel are currently testing the vendor systems to ensure a smooth transition for wrecker dispatch. Capital improvements are complete for the southern private storage location and improvements for the northern location are anticipated to be completed by the end of April.

FY 2022-23 Budget Initiative Tracker
# ENVIRONMENT & SUSTAINABILITY

## 5 Water Conservation Five-Year Work Plan ✓

INITIATIVE Update the Water Conservation Five-Year Work Plan to be incorporated into the 2024 state required Water Conservation Plan and Long-Range Water Supply Plan that will update population, water demand and supply, and re-evaluate strategies to meet future needs for Dallas' water system. (DWU)

STATUS The contract to develop the water supply plan was awarded in fall 2022. A kick-off meeting was held in February 2023 between consultants and the City team to review the current plan, analyze conservation strategies, and update and index the plan against other Southwest Cities. The data collection is coming to a close and the initial draft is currently being prepared for delivery in Summer 2023. Upon review by DWU and Water Conservation the Work Plan will be indexed to five southwestern cities.

## 6 Emerald Ash Borer (EAB) Mitigation ✓

INITIATIVE Protect the City's tree canopy and slow the spread of Emerald Ash Borer (EAB) through a multi-departmental mitigation effort. In FY 2022-23, PKR will hire four positions for the Forestry EAB strike team to respond to Emerald Ash Borer deterioration effects and plant trees in city parks. In FY 2022-23, PBW will hire seven positions and focus on tree inventory and EAB treatments to slow the spread of EAB and develop a tree planting plan for citywide right-of-way and parkways. (PKR and PBW)

STATUS The EAB response plan has been initiated. The PKR staff Arborist will continue special assignment assessing and mapping ash trees on park properties. As of February the Arborist has surveyed about 315 parks and inventoried approximately 905 ash trees in the maintained portions of park properties. The Urban Biologist and City Forester positions continue working with the interdepartmental Forestry Technical Team. A candidate for PKR has accepted the Sr. Environmental Coordinator position. Once the individual has been on-boarded, this position will continue inventory assessment of the ash tree population. Six out of seven PBW positions to be hired have been filled.

## 7 Comprehensive Environmental & Climate Action Plan (CECAP) Outreach ✓

INITIATIVE Develop a comprehensive multimedia outreach, education, and engagement program to provide information on environmental stewardship and sustainability, energy efficiency, and other related topics in the CECAP. In FY 2022-23, OEQ will implement effective community outreach in all areas of the City, including creative, media buys, banners, and other material to support greater community outreach and engagement efforts. (OEQ)

STATUS During the first three months of FY 2022-23 a vendor was selected to develop the marketing tool kit. The CECAP media plan is currently being consolidated into the overall OEQS department engagement plan and the effort will be facilitated by the OEQS Outreach and Engagement Team moving forward. The initial draft plan has been reviewed and there will be monthly meetings to refine and implement the media plan.

## 8 Solar Energy Initiative ✓

INITIATIVE Invest $1.0 million in FY 2022-23 for a solar energy initiative, to install solar panels, energy efficient lighting, retrofit controls, and weatherization at City facilities; and invest $500,000 for solar battery pack at a city facility. (BSD)

STATUS RFP solicitation was published on January 18, 2023 for a $500,000 solar PV and $500,000 battery energy storage systems. Solicitation was awarded to the winning bidder on March 20, 2023. Contract has been finalized and is on the agenda item for City Council approval on May 24, 2023. BSD has also completed weatherization activities at all of the current eight resiliency locations.

FY 2022-23 Budget Initiative Tracker
# ENVIRONMENT & SUSTAINABILITY

## 9  Brownfield Program ✅

INITIATIVE Further environmental justice efforts by setting aside $1.5 million for educational programs and/or community-led solutions for environmental remediation projects as well as seed money for grants to build a brownfield program. In FY 2022-23, OEQ will hire two positions that will manage the program and develop a comprehensive Brownfields Program focused on community-informed solutions and potential Environmental Protection Agency (EPA) grants for environmental remediation projects to address brownfields throughout the city. (OEQ)

STATUS: One Environmental Coordinator position has been filled, and the other position has been posted, with a closing date of 4/7/23. Data Analytics & Business Intelligence (DBI) has delivered a Dallas-based environmental justice screening tool to OEQS, and staff is currently testing the tool to identify any needed modifications.

## 10  Comprehensive Environmental and Climate Action Plan (CECAP) ✅

INITIATIVE Continue advancement of various components of the CECAP including the neighborhood air quality program. In FY 2022-23, OEQ will complete the data platform and data qualification procedures to begin testing air quality in designated neighborhoods. (OEQ)

STATUS The first batch of monitors have been calibrated and deployed. The first three of eight are in the field and transmitting data from West Dallas and Dixon Circle. A fourth monitor has been installed at 5000 Scyene Rd in the Dixon Circle neighborhood on March 3, 2023, and the fifth has been deployed at South Central Park, in the Joppa neighborhood, on March 12, 2023.  Staff is continuing to work with affected communities, Environmental Commission, and Council Members to schedule implementation of the remaining monitors in Joppa, Floral Farms, and Dixon Circle.  All installed units are operational and transmitting data, and Data Analytics is working with OEQS to create a data dashboard that will be available to the public.

## 11  Environmental Justice (EJ) ✅

INITIATIVE With an emphasis on effectively addressing environmental justice, and the focus on using data to drive related policy, OEQ will hire one new Environmental Coordinator to develop, evaluate, and track environmental justice metrics for the department, and coordinate city-wide efforts association with EJ priorities, goals, and actions. The new position will work with other city departments to develop a Dallas-based EJ screening tool and help with the development of training to better ensure City staff integrate environmental justice into city work. (OEQ)

STATUS Human Resources and OEQS is in the process of scheduling interviews for the Environmental Justice Coordinator positions.  Candidates will be interviewed through the first two weeks in April.

# GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

**12  Equipment and Fleet**  ✅

INITIATIVE Achieve a state of good repair in five years for all City fleet vehicles, including sanitation trucks, fire apparatus, police cruisers, and heavy equipment vehicles used by Public Works and Dallas Water Utilities by investing $72.6 million for the purchase of replacement and additional fleet and equipment. (EFM, DFR, DPD, SDM, DWU, and SAN)

STATUS DFR has approved the specifications for all the engines, trucks, and ambulances that will be purchased with the FY 2022-23 funds. One engine has been ordered through General Fund appropriations (approved budget amendment) and seven engines, two trucks, nine ambulances, and three Wildland Type VI vehicles have been ordered from the remaining funding allocation. Purchase agreements for two remaining ambulances are in the process of being finalized for a total of 11. DFR was recently awarded a grant from the North Central Council of Governments for the acquisition of three blocker vehicles  (to be ordered and delivered in FY 2022-23) to protect residents, first responders, and emergency fleet units during freeway responses. EFM has ordered 319 units using department funds totaling $41.8 million. Departments include CCS (32 units), CTS (3), AVI (2), DFD (10), DPD (121), DWU (14), EFM (13), LIB (1), OEM (1), PBW (36), PKR (6), SAN (78), SEC (2).

FY 2022-23 Budget Initiative Tracker
# HOUSING & HOMELESSNESS SOLUTIONS

**13** **Addressing Homelessness** ✅

INITIATIVE Contribute $25 million to leverage an additional $47 million in public and private investment for an overall $72 million program. The program employs housing navigation services, landlord incentives, rental subsidies, move-in kits, and case management to reduce and prevent homelessness, in partnership with Dallas County, the Dallas Housing Authority, the Metro Dallas Homeless Alliance, and other cities in Dallas County. The program began in FY 2021-22 and will be implemented over three years (FY 2021-22 – FY 2023-24). It is anticipated that over 2,700 individuals will be housed by the end of 2023. The third year (FY 2023-24) of the program will be focused solely on providing rental assistance and case management to those individuals housed in FY 2021-22 and FY 2022-23. (OHS)

STATUS The Dallas Rapid Rehousing Initiative has housed 1,878 individuals since it's onset in October 2021 through March 2023. Of those individuals housed, 43 percent are from households consisting of adults with children and 57 percent are adults only. OHS is partnering with Housing Forward to launch the encampment decommissioning effort offering individuals in established encampments housing solutions.

**15** **Healthy Community Collaborative (HCC) Program** ✅

INITIATIVE Invest $1.5 million [including $523,000 of new funding] to provide services to persons who are homeless and have a mental illness or who might also have co-occurring substance use or primary health care issues. In FY 2022-23, HCC anticipates serving 750 clients. (OHS)

STATUS From October 2022 to March 2023, the three organizations contracted by OHS have provided services for 650 clients.

**14** **Homeless Action Response Team (HART)** ✅

INITIATIVE Launch a cross-departmental Homeless Action Response Team (HART) to deliver immediate interventions to expedite the improvement of unsafe encampments in need of immediate resolution, and address issues concerning panhandling. In FY 2022-23, implement a collaborative approach and hire seven positions in the Office of Homeless Solution, one position in the Office of Integrated Public Safety Solutions, seven positions in Public Works, four positions in Park and Recreation, two positions in Dallas Animal Services, four positions in Court and Detention Services, and eight positions in Code Compliance Services. (OHS, IPS, PBW, PKR, DAS, CTS, and CCS)

STATUS The two HART teams are established in two new off-site office locations and officially began work on December 12, 2022. From December 2022 to March 2023, the HART teams have received 371 locations based on 203 service requests (SR's). 92 percent of these service requests were responded within 24-48 hours and resolved within 10 days. During March, the HART teams have visited 159 locations, cleaned up and/or closed 17 sites, and removed 32,000 lbs. of debris for a cumulative total of 35 sites cleaned up and/or closed and 109,700 lbs. of debris removed. As of March, PBW filled all positions; PKR anticipates filling their four HART positions in late Spring; the Marshal's office is currently conducting interviews for new Deputy Marshals and has hired one new Deputy who is currently in the six-month training program; and CCS continues to work on filling their three open HART positions. DAS is currently using vehicles the department already owned while working with EFM to purchase the vehicles for their HART role. Similarly, CCS continues to wait on heavy equipment and is working jointly with the Nuisance Abatement Heavy Clean Teams to cover the program's needs on an as-needed basis.

# FY 2022-23 Budget Initiative Tracker
# PUBLIC SAFETY

## 16  Police Response Times ✅

INITIATIVE Improve response times to high priority calls by hiring 250 police officers in FY 2022-23 and implement retention incentive program targeted at reducing the attrition rate of experienced officers. (DPD)

STATUS A new Academy class started in January 2023 with 32 recruits and Class 385 graduated with 21 officers. Year to date, DPD has hired 61 officers with a goal of hiring 250 by the end of FY 2022-23. DPD anticipates ending the fiscal year with 3,200 officers, which is an increase of 116 officers from September 2022. To assist in the response of priority one calls within 8 minutes or less, the department will be conducting a 10-hour shift study to help determine if this benefits the citizens of Dallas. The department is also going to reevaluate the call volume to determine if new substations are needed.

## 17  Innovative Equipment and Technology ✅

INITIATIVE Invest in the tools and technology to deliver effective and innovative public safety solutions within the Dallas Police Department. In FY 2022-23, DPD will integrate Automatic License Plate Reader (ALPR) technology into dash cameras installed in marked squad cars, replace over 4,000 portable and mobile radios, convert the public safety records management system to a web-based RMS system, and upgrade tasers to newer Taser 7 model. (DPD)

STATUS The portable radio replacement began in late February 2023 with the mobile radio upgrade occurring simultaneously. The new Taser 7 deployment has been received and DPD and ITS personnel are meeting weekly to determine location needs for electrical, charging stations, and network drops. DPD is currently assessing station infrastructure to ensure acceptable building conditions for charging stations. ALPR has been installed in all marked squad cars.

## 18  Single Function Paramedic Program ✅

INITIATIVE Expand the Single Function Paramedic Program to increase recruiting flexibility, provide a more diverse workforce, improve response times, and increase operational efficiency. In FY 2022-23, DFR will invest $3.2 million to begin conversion of five existing peak demand units into units staffed by certified uniformed paramedics whose sole focus will be to staff ambulances at peak hours of call volumes. (DFR)

STATUS Since the commission of the Single-Role Paramedic Program on February 15, 2023, EMS is currently on track to hire 16 Single-Role Paramedics by April 15, 2023. To date, two of the five Peak Demand Units have been converted and the Single-Role Lieutenant has been added. The program is on target with hiring the additional positions, improving the operational workload and efficiency during peak hours of call volumes. In the first 30 days, 384 calls have been responded to.

## 19  Inspection Life Safety Education Night Detail Team ⦿

INITIATIVE Effective safety begins with prevention and compliance with safety standards.  In FY 2022-23, DFR will launch the ILSE Night Detail Team (sworn personnel) to educate, monitor, and inspect venues in the City's entertainment zones during their peak hours of operation. (DFR)

STATUS The launch is complete. In the month of February, there was a continued focus on conducting inspections in the Henderson/Greenville area in preparation for the St. Patrick's Day Parade. To date, $28,583 has been collected in permits and fees. There have been 301 code activities that has resulted in 1,414 hazards identified. Additionally, the team has been able to follow up on Alternative Fire Watches (AFW) to ensure compliance with the Dallas Fire Code.

## 20  City Facility Security Assessment ✅

INITIATIVE In FY 2022-23, initiate $2.9 million [of $6.4 million allocated] of high-priority improvements identified through the City Facility Security Assessment including perimeter access control, security camera systems, radio systems, officer shelter space, vehicles access control, panic notification, lighting, weapons screening, security operating center upgrades, security staffing, and intrusion detection. (CTS)

STATUS CTS is continually receiving quotes and proposals for lighting, fencing, access controls and camera systems. As of March, CTS has expensed $1,200,000 or 41.3 percent of the department's $2.9 million ARPA allocation in FY 2022-23.

FY 2022-23 Budget Initiative Tracker

# QUALITY OF LIFE, ARTS, & CULTURE

**21 Proactive Team ("Pro Team")** ✅

INITIATIVE Proactively identify and abate illegal dumping sites before residents submit a service request by expanding the number of proactive teams from two to four teams assigned to each quadrant of the city. In FY 2022-23, CCS will hire sixteen positions, and develop a metric to track the effectiveness of the team. (CCS)

STATUS Hiring is in progress for the additional two proactive illegal dumping abatement teams. Out of the budgeted 16 positions, CCS has hired all but six. The Pro Teams are currently fulfilling the weekly expectation of 30 illegal dumping site abatements per week. Full deployment is scheduled for FY 2023-24 due to procurement of heavy equipment.

**22 Multi-Family Violence Crime Reduction Plan** ◉

INITIATIVE In FY 2022-23, add twelve [10 added as budget amendment] Code Compliance officers focused on the multi-family violent crime reduction plan in partnership with the Dallas Police Department and Integrated Public Safety Solutions. (CCS, and IPS)

STATUS All 12 Code Compliance Officers have been hired and onboarded as of February. The teams are up and running as anticipated.

**23 Expanding Library Access** ◉

INITIATIVE Provide Library access to invaluable resources, programs, and services. In FY 2022-23, LIB will hire 55 personnel and expand Library hours from five days per week to six days per week at 15 locations, expanding children's services, workforce development, SMART summer participation, and adult learning programs at those locations. (LIB)

STATUS The Library successfully filled all additional positions added in FY2022-23 to expand hours at 15 locations. The extended hours begin January 17, 2023.

**24 Historic Resource Survey** ✅

INITIATIVE Invest $1.0 million over the next two years to support a Historic Resource Survey and a strategic plan, which will identify historic resources, help determine what resources need to be preserved, and assist in guiding and developing local ordinances and planning efforts for preservation. In FY 2022-23, OHP will invest $500,000 to start implementation of the survey and strategic plan. (OHP)

STATUS An official grant award for $50,000 to increase funding for the Historic Resources Survey has been received. In February, OHP entered into a contract with HR&A Advisors to provide services to begin the work.

# TRANSPORTATION & INFRASTRUCTURE

## 25 Sidewalk Master Plan ✅

INITIATIVE Continue improving pedestrian mobility by reconstructing and repairing sidewalks in the Sidewalk Master Plan. In FY 2022-23, PBW will spend $5.0 million in bond funds (certificate of obligation bonds), $1.0 million in Community Development Block Grant (CDBG) funds, and $0.3 million from the General Fund to complete 17 sidewalk projects, which equates to approximately 14.25 miles of sidewalk improvements. (PBW)

STATUS As of March, PBW spent $882,291 to complete 4.84 miles of sidewalk improvements. PBW is on track to complete the remaining 9.41 miles of sidewalk improvements by the end of September.

## 26 Bridge Maintenance ✅

INITIATIVE Implement an Annual Bridge Maintenance Program to address over 600 bridges and culverts inspected by the Texas Department of Transportation on a bi-annual basis. In FY 2022-23, PBW will spend $3.4 million to maintain 20 bridges and set aside existing funding of $1.0 million for emergency repairs. (PBW)

STATUS Construction on bridge maintenance began in January with invoices for expenses expected to be submitted in March. As of end of February, maintenance on six bridges were completed, three were completed in March, and the remaining ten are on track to be completed by September 2023. YTD, PBW has spent $335,512 on emergency repairs for State Highway 356 Bridge and authorized $569,500 on emergency repairs to Ron Kirk Pedestrian Bridge.

## 27 Vision Zero Action Plan ◉

INITIATIVE Invest funding in Dallas's mobility infrastructure, emphasizing a system focused on life-saving improvements, and infrastructure solutions that reduce the risk of serious incidents. In FY 2022-23, TRN will hire an Engineer and focus on low-cost improvements that include safety evaluations for streets prone to high rates of injury, road safety improvements, and a citywide speed limit evaluation. (TRN)

STATUS The Engineer started with the Planning division in December and has been working on low-cost improvements for safety evaluations, road safety, and city-wide speed limit evaluation.

## 28 Traffic Signals ✅

INITIATIVE Devote $14 million over three years to leverage over $50 million in matching federal funds to replace 100 traffic signals as part of our Vision Zero Action Plan. This initiative was started in FY 2021-22 and implemented in three phases. In FY 2022-23, TRN will spend $2.1 million to design 44 traffic signals to leverage federal and county funds. (TRN)

STATUS On April 12, TRN received City Council approval for an Advanced Funding Agreement (AFA) with TxDOT for the design of 44 signals in total. The project to replace traffic lights will be a multi-year effort.

## 29 Crosswalks ✅

INITIATIVE This initiative began in FY 2021-22 and will be implemented over two fiscal years. In FY 2022-23, TRN will spend $2.5 million (of $5.0 million allocated) to restripe 320 lane miles and paint 864 crosswalks. (TRN)

STATUS Longline restriping and crosswalks are scheduled to start in April. TRN is on track to complete restriping of 320 miles and painting of 864 crosswalks by year end. $2.5 million has been contracted with the vendor.

FY 2022-23 Budget Initiative Tracker
# TRANSPORTATION & INFRASTRUCTURE

### 30 School Zone Flashing Beacons ⚠️

INITIATIVE Replace 1,000 outdated school zone flashing beacons with state-of-the-art technology to protect students as they walk to school This initiative began in FY 2021-22 and will be implemented in three phases. In FY 2022-23 spend $2.5 million to procure equipment and complete installation for 500 school zone flashing beacons. (TRN)

STATUS As of March, 180 flashing beacons have been installed. Due to supply chain issues of specific parts, the manufacturer is behind schedule on the shipment of new equipment. At this time, TRN does not have an estimated completion date for the remaining 320 school zone flashing beacons scheduled for installation this fiscal year.

### 31 Bike Lanes ⚠️

INITIATIVE Extend and improve the bike lane network throughout the city with an increased annual investment to $2.5 million to design and/or implement approximately 10 lane miles of bicycle facilities per year. (TRN)

STATUS TRN is scheduled to present a bike plan update to the City Council in the Summer 2023. The bike plan update will include the recommended future bike lane locations. Currently, engineering work is being finalized on several bike lane projects with a plan for implementation in the coming months. Transportation staff is coordinating with the City Attorney's Office to develop a bike lane engineering contract.

FY 2022-23 Budget Initiative Tracker
# WORKFORCE, EDUCATION, & EQUITY

## 32 Mentor Protégé Program ✅

INITIATIVE Establish a mentor protégé program to support equity and capacity building of small and emerging businesses. (SBC)

STATUS Applications for the SBC Mentor Protégé Coordinator position were reviewed in early January and interviews were held in March. Staff is also working to complete the procurement for the proposed vendor for the Mentor-Protégé Match Making system.

## 33 Equity Education Through Engagement ✅

INITIATIVE Hire a new Public Engagement Coordinator to effectively communicate the City's equity initiatives, programs, services and events through public awareness, outreach, engagement, and transparency. (OEI).

STATUS OEI is in the final stages of the interviewing process for the Public Engagement Coordinator position and anticipates filling the position by the end of May.

## 34 Accessibility ✅

INITIATIVE Advance the City's compliance with the Americans with Disabilities Act by continuing to complete building assessments, review departmental policies, and provide employee training. In FY 2022-23, OEI will complete approximately 20 assessments. (OEI)

STATUS OEI is continuing ADA building assessments and of the 20 assessments planned, 10 of these were completed during 2022 and have revised reports that are pending review by department stakeholders and OEI and another three buildings are currently in the survey process with the consultant. The department review, consisting of the collection and review of department programs, services, and activities, has been completed and face to face ADA interviews are scheduled for mid-April with department representatives. Web content for online ADA training courses is anticipated to be completed soon, with 90 percent of the material currently completed.

## 35 Bridging the Digital Divide ✅

INITIATIVE Expand efforts to bridge the digital divide by allocating $2.0 million for Digital Navigators to make internet access to individual households affordable, install reliable computer hardware, and enhance digital literacy skills and training. (CMO)

STATUS Staff have completed the evaluation and review of proposals submitted for the RFCSP for Digital Navigators. City Council awarded the contract to Dallas Innovation Alliance in March 2023.

FY 2022-23 Budget Initiative Tracker

# MULTI-YEAR INITIATIVES

While most initiatives can be completed in a single fiscal year, several FY 2018-19, FY 2019-20, and FY 2020-21 initiatives required additional time because of the scope and term of the project, as well as delays due to COVID-19. We will continue to report the status of these seven initiatives below, using the initiative numbers from the prior reports for reference.

**1** Complete  **10** On Track  **1** At Risk  **0** Canceled
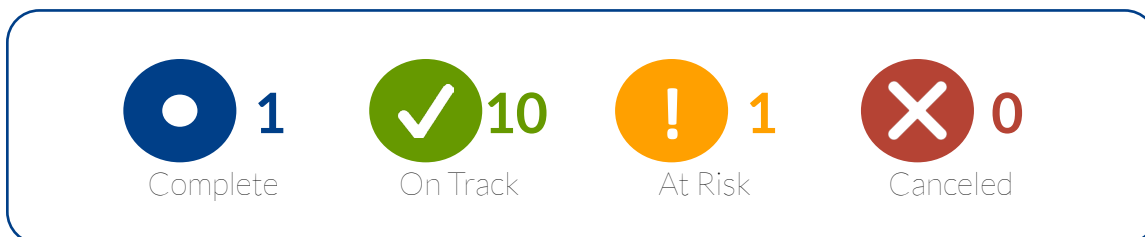
## FY 2018-19

**23 Historic Resource Survey (FY 19)**

INITIATIVE Devote $100,000 to conduct a historic resource survey with private partners. (OHP)

STATUS OHP staff and external consultant presented the final report to the Landmark Commission on May 2, 2022, and to the City Plan Commission on June 2, 2022. The final presentation to City Council has been delayed and OHP is working with the contracted organization on completing the presentation during FY 2022-23.

## FY 2021-22

**1 Economic Development Entity**

INITIATIVE Launch the economic development entity called for in the Economic Development Policy with $7 million over three years to pay formation costs and hire staff to begin the entity's business and real estate development work, after which it will be self-sustaining. In FY22, ECO will spend $2.0 million to launch operations, hire a new Economic Development Corporation Director, develop a 3-year work plan, and develop an operational budget for Year 2 (FY 2022-23) and Year 3 (FY 2023-24). (ECO)

STATUS City Council approved creation of the Economic Development Corporation (EDC) on January 12, 2022, and the certificate of formation was filed with the State of Texas in February. The City Council approved the initial Board of Directors to the EDC on August 24, 2022. In January 2023, the EDC board prioritized the following for the upcoming year: hire a search firm for the EDC Director, hire a EDC director, and develop a strategic plan and funding plan (including budget). The EDC Board met on March 7 where they authorized the executive committee to enter into negotiations for legal counsel. EDC committees continued to meet throughout the month. The FY 202-23 mid-year budget ordinance #32456 approved by City Council on May 10, 2023 exchanged ARPA for the General Fund as the source of funds to support this initiative.

**6 Comprehensive Food & Urban Agriculture Plan**

INITIATIVE Prioritize Dallas communities' access to healthy, local food by contributing $200,000 to implement a Comprehensive Food & Urban Agriculture Plan in collaboration with external stakeholders. (OEQ)

STATUS OEQS staff are continuing efforts under the contract for the Comprehensive Food & Urban Agriculture Plan, including internal and external engagement with over 35 different farms (both community and commercial scale) and other Dallas food stakeholders. OEQS staff are also working with the City's internal Food Equity Working group and the Office of Procurement efforts to pilot a project to provide small growing units for food desert homes. Once implemented, the units will be deployed on a rolling basis. In February, Dallas Inner City Growers Summit was convened at the Briscoe Hall at the Texas State Fairgrounds. About 150 people attended and heard presentations about farm finance, growing, farm to market opportunities, as well as walking farm tours. A post-event survey was distributed to assess feedback for programmatic planning.

FY 2022-23 Budget Initiative Tracker
# MULTI-YEAR INITIATIVES

## 8  Water Distribution System ✅

INITIATIVE Enhance monitoring for lead and copper in the water distribution system and develop a plan to educate and support customers in regulatory-driven programs for lead and copper monitoring within schools, childcare centers, and public spaces.  In FY22, DWU will hire two FTEs and spend approximately $75,000 to develop an outreach plan and procedures to sample both schools and day care operations; develop a data management and reporting procedure to comply with the new regulations; and begin initial sampling in the second quarter of 2022 with a goal of 50 sites sampled by September 30, 2022. (DWU)

STATUS The Water Quality Group has dedicated two FTEs for the purpose of supporting the new Lead and Copper Rule Revisions (LCRR).  These two positions are developing a Service Line Inventory that will aid in identifying lead services in need of replacement. The official sampling per TCEQ requirements can begin after the lines are inventoried, which will be after October 2024. Water Quality is also developing a Lead and Copper Sampling Program for Schools and Childcare facilities and contacting these facilities to offer educational material and opportunities for free testing of lead and copper ahead of the October 2024 compliance start date of the LCRR. Currently, there are 401 Public and Charter Schools, 93 Private Schools and 458 Childcare and Daycare centers. The Water Quality group continues to offer free lead sampling when requested by any customer.

## 13  Affordability Housing Units ✅

INITIATIVE Incentivize developers to build affordable housing by subsidizing $10 million worth of water and sewer infrastructure required for up to 250 new affordable single-family and 1,000 multifamily units over the life of the program (based on the mix of projects and the amount of funding requested). The program will be implemented from FY 2022-23 through FY 2023-24 with new units projected in years 2 and 3 due to construction timelines. (HOU)

STATUS Housing is implementing this new funding along with other measures through the existing Notice of Funding Availability. On January 12, 2022, City Council approved the first project utilizing these funds, providing $1.8 million to be used for water infrastructure related to the development of 125 for-sale single family homes. On August 24, 2022, City Council approved the second project using these funds, authorizing $4.1 million in ARPA funds to Cypress Creek at Montfort, a mixed-income multifamily development in District 11. Both developments are anticipated to begin construction in the third quarter of FY 2022-23. Housing has also reallocated $1.5 million of these program funds to support the ARPA Neighborhood Revitalization Program.

## 14  Preservation of Affordable Housing ✅

INITIATIVE Devote $11.3 million for the preservation of affordable housing and investment in water and sewer infrastructure in qualified census tracts. In FY 2021-22, HOU will spend $2 million for neighborhood infrastructure and $2 million to preserve 20 housing units. (HOU)

STATUS In December 2021, City Council approved the program design to use ARPA funding for home repairs and infrastructure improvements within specific qualified neighborhoods in Dallas. The application opened in May 2022. The program has received 83 applications and staff has so far committed $2,556,876 across 28 homes. Due to the success of the program, Housing and City Council have increased the funding available for this program by moving $1.5 million from the ARPA development budget into the home repair program. Five councilmembers have committed $2.5 million in discretionary funds, and a partnership with DWU has added over $2 million into this program.

## 19  Non-Emergency Enforcement ⦿

INITIATIVE Alleviate Police Department call volume by transferring non-emergency calls such as handicapped/fire lane parking enforcement and street blockage clearance from DPD to the Department of Transportation. (DPD, and TRN)

STATUS Parking violations services have been fully transferred from DPD to TRN. Road blockage calls (that do not need DPD to be present) during the hours of 6am-4pm have been transferred from DPD to TRN. Due to legal requirements, handicap and fire lane calls have to remain in DPD and DFD.

FY 2022-23 Budget Initiative Tracker
# MULTI-YEAR INITIATIVES

**27** **Wi-Fi at Park Facilities** ✅

INITIATIVE Install Wi-Fi at 63 park facilities. (PKR)

STATUS The cabling installation of the 14 high priority sites was completed in December 2022. PKR is waiting for the vendor's master agreement extension, then cabling and port installation can continue. The estimated delivery time for the network equipment for the remaining 49 Wi-Fi sites is summer 2023.

**29** **Traffic Signals** ✅

INITIATIVE Devote $14 million over three years to leverage over $50 million in matching federal funds to replace 100 traffic signals as part of our Vision Zero strategy. In FY 2021-22 spend $3.5m to design 46 traffic signals to leverage federal and county funds

STATUS On April 12, TRN received City Council approval for an Advanced Funding Agreement (AFA) with TxDOT for the design of 44 signals in total. The project to replace traffic lights will be a multi-year effort.

**32** **Bike Lanes** ✅

INITIATIVE Extend and improve our bike lane network throughout the City with an annual investment of $2 million to design and/or implement approximately 18 lane miles of bicycle facilities per year. (TRN)

STATUS As of March, 9.0 lane miles are under design and 2.8 lane miles are being installed or installation is complete for a total of 12.8 lane miles.

**34** **Accessibility** ✅

INITIATIVE Implement software system to track identified American Disabilities Act (ACA) compliance issues and barrier removal costs. (OEI)

STATUS OEI, ITS, and the proposed ADA software vendor have confirmed the ADA tracking program is compatible with the City's systems and meets security requirements. A demonstration of the software and testing of a comparative ADA tracking program have been completed. ITS met with proposed vendor on March 31, 2023 to discuss additional software requirements. Next steps include continued integration checks and design of data transferring parameters with specialized software and a follow-up meeting with City software managers to answer vendor questions.

**35** **Water/Wastewater Service** ✅

INITIATIVE Accelerate the extension of water and sewer services to all 47 occupied and unserved areas of the City (DWU). In FY 2021-22, DWU will award approximately $9.5 million for the design of 211,219 feet and construction of 9,960 feet of new pipelines in Mesquite Heights, Killough Blvd & Wasco Lane, and Gooch Street areas. (DWU)

STATUS Engineering work for the remaining occupied and unserved areas began in February 2022 and includes the design of approximately 211,219 feet of new pipelines to the remaining unserved areas. Upon completion of design, these projects will be packaged and awarded for construction beginning in FY 2022-23. Construction in the University Hills area is under construction through Fall 2023. In addition, approximately 11,146 feet of new pipelines to four unserved locations that were designed in-house was awarded on November 9, 2022 and work started in March 2023. Twelve additional areas are planned for construction award in June 2023.

# PROCESS IMPROVEMENT

The Process Improvement Team seeks to build a culture of continuous improvement throughout the City of Dallas, partnering with departments to leverage data and research-based best practices for transformative operational success today while laying with foundation for future innovation.

The Process Improvement Team applies the DMAIC problem solving approach to dig into process issues and deliver quantifiable, sustainable results. DMAIC is a five-phase method:

- Define – Define the problem
- Measure – Quantify the problem
- Analyze – Identify the cause of the problem
- Improve – Solve the root cause, develop structured improvements, and verify improvement
- Control – Maintain the gains and pursue perfection

The Process Improvement Team has focused on building awareness among departments, creating an organization-wide framework for process improvement, and establishing a cross-functional knowledge base for greater inter-departmental coordination. The following table summarizes current Process Improvement projects for FY 2022-23 which will be reported as Complete, On Track, Delayed, Cancelled, or Pre-Kickoff. The DMAIC phase may be referenced in the status update. The Improve phase is often the most challenging to implement because it involves eliminating the root cause and implementing improvements. This phase often extends the project timeline.

The Baseline for Key Performance Indicators is the starting point of metric to engage success for completing projects. Additional projects will be added to the list throughout the course of the fiscal year.

# PROCESS IMPROVEMENT

## Project Status

| | | | | |
|---|---|---|---|---|
| 🔵 **2** Complete | ✅ **3** On Track | ⚠️ **1** Delayed | 🟥 **1** Cancelled | ⬜ **0** Pre-Kickoff |

| # | Measure | Status | Timeline | Key Performance Indicators | | |
|---|---|---|---|---|---|---|
| | | | | Measure (Target) | Baseline | Current |
| 1 | **SFD Building Permit Process** Decrease building permits issuance lead time for single-family residential developments (DEV) | ✅ | Feb 2022 – TBD | Permit Application Internal Processing Time (12 days) | 29 days - Establish Feb 2022 | TBD |
| | | | **Status Update:** *Action items from the Rolling Action Items List have been submitted for work through ITS team and all enhancements are being worked into the project management schedule. Project manager has been assigned and is being implemented with three Customer Service Improvements, 23 fields removed unnecessary data, and 21 Optical Character Recognition (OCR) issues.* | | | |
| 2 | **DPD Workload Optimization** Assess current operational demands to identify process improvement opportunities for workload management (DPD) | ✅ | Jan 2022 – TBD | TBD | TBD | TBD |
| | | | **Status Update:** *Working with DPD team to establish a Tableau data visualization tool to facilitate workload and overtime monitoring, analysis and management.* | | | |
| 3 | **DFR Workload Optimization** Assess current operational demands to identify process improvement opportunities for workload management (DFR) | ⚠️ | Jan 2022 – TBD | Assessment completion (100%) | TBD | TBD |
| | | | **Status Update:** *Improvements to leave scheduling process have been implemented. Additional improvements to staffing level management are being vetted. Team is reviewing improvement data, documenting open action items, and developing a control plan.* | | | |
| 4 | **Contract Review and Execution** Decrease contract review and execution lead time in order to minimize costs to the City and improve quality of procurement services from vendors. (OPS) | 🟥 | June 2022 - March 2022 | Average number of contract development days (90 days) | 190 | TBD |
| | | | **Status Update:** *The remaining stages of this project are now managed by the Office of Procurement Services (OPS).* | | | |

# PROCESS IMPROVEMENT

| # | Measure | Status | Timeline | Key Performance Indicators | | |
|---|---------|--------|----------|---------------------------|---|---|
| | | | | Measure (Target) | Baseline | Current |
| 5 | **Risk Review & Certificate of Insurances** Decrease the number of days and rework to process Risk Reviews and Certificates of Insurance (ORM) | ◉ | Aug 2022 - March 2023 | Days and time to process Risk Reviews and Certificates of Insurance, Reduce amount of backlog | TBD | TBD |
| | | | **Status Update:** *The software used for Risk Review information is being customized to better serve ongoing improvements. Executive leadership has approved additional changes to be included for new business processes and standard operations developments. This project is forecast to be complete by the first week of April 2023. The project completion date was extended from December 2022 to April 2023. The team has identified in excess of 30 OFI's related to customer service and processing.* | | | |
| 6 | **"Lew Sterrett Officer Turnaround Process"** Decrease the amount it takes to write arrest reports | ✅ | Dec 2022 - June 2023 | Streamline arrest reporting to minimize cycle time while maintaining effectiveness and accuracy. | 144 and 228 | TBD |
| | | | **Status Update:** *Established three highest volume arrest types accounting for more than 50 percent of the arrests made are: Warrants Only (1,774), Assault Family Violence (1,460), DWI (697) and corresponding baseline data. Average arrest takes 144 minutes to complete and 228 minutes when accounting multiple officers involved in an average arrest.* | | | |
| 7 | **Water/Wastewater Permit Process** Reduce cycle time of Water/Wastewater Permit Application Process to decrease overall building permit lead time (DEV/DWU) | ◉ | Nov 2021 - March 2022 | Permit Application Cycle Time (1 day) | 45 days | 1 day |
| | | | **Status Update:** *Complete and continuing to track progress. DEV and BMS are working to create/document training processes to ensure project results are maintained. This process improvement will be reported until training documents are complete. Training documents will be complete and tested in April with formal executive review to occur in early June.* | | | |

# Memorandum

DATE May 19, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Code Amendment to Chapters 51 and 51A**

On May 24, 2023, City Council will consider the following agenda item:

**PH1. 23-1270:** A public hearing to receive comments regarding consideration of amending Chapters 51 and 51A of the Dallas Development Code, Sections 51-4.217(b)(20) and 51A-4.217(b) (11.1) "Temporary inclement weather shelter" and related sections with consideration being given to appropriate spacing requirements for temporary inclement weather shelters within a half-mile of the central business district and an ordinance granting the amendments.

This proposed change affects the wording in Section 51A-4.217, Chapter 45 citing permission to operate temporary inclement weather shelters in city-owned buildings inside of the ½ mile buffer around the Central Business District (CBD), amending it to state "city-owned <u>or leased</u> facilities."

**Background**
On November 11, 2020, City Council approved the creation of Chapter 45 "Temporary Inclement Weather Shelter Program" and amendments to the Dallas Development Code to create a new specific temporary inclement weather shelter use.

Temporary inclement weather shelters are currently prohibited from operating within a half-mile of the central business district (CBD), as shown in the attached map, unless they are located in the Kay Baily Hutchison Convention Center or in a city-owned facility. It has been determined that leased property is not equivalent to owned property, even though both require City Council approval. Therefore, a code amendment is required to operate a temporary inclement weather shelter within a city-leased facility within a half-mile of the CBD.

The recommended amendment is as follows:

Section 51A-4.217, "Accessory Uses,"

(b) Specific Accessory Uses.

 (11.1)   <u>Temporary inclement weather shelter.</u>

(A)   Definition: A facility that offers shelter during times of inclement weather in compliance with Chapter 45.

(B)   District restrictions: This accessory use is not permitted in the P(A) district.

(C)   Required off-street parking: None.

(D)   Required off-street loading: None.

(E)   Additional provisions:

(i)   This use must comply with the regulations in Chapter 45.

(ii)   This use may only operate in conjunction with a valid certificate of occupancy for a permitted main use. This use is not allowed in conjunction with single family, duplex, townhouse, or handicapped group dwelling unit.

(iii)   Except at the Kay Bailey Hutchison Convention Center and other city-owned <u>or leased</u> facilities, this accessory use may not operate within 0.5 mile of the central business district.

(iv)   The area restrictions in Subsection (a)(3) do not apply to this use.

Based on the 2022 – 2023 cold weather season and current estimates for upcoming inclement weather seasons, in addition to existing city-owned facilities, an additional, city-leased facility is needed within a half-mile of the CBD to protect the city's unsheltered population from hot and cold conditions. During recent inclement weather events, some city-leased facilities have operated, as approved by City Council as a critical part of the OHS and OEM Inclement Weather Shelter Plan, on December 14, 2022, under the authority of the COVID-19 Disaster Declaration. This is possible because the Chapter 45 "Temporary Inclement Weather Shelter Program" does not apply to a shelter established as disaster relief. The proposed code amendment is presented with urgency due to concern that when the COVID-19 Disaster Declaration ends, which is expected before the Summer of 2023, services for temporary inclement weather shelters, as approved by City Council will be unavailable in city-leased facilities within a half-mile of the CBD.

To address this specific issue, an amendment to the spacing requirements to allow temporary inclement weather shelters in city-leased facilities within a half-mile of the CBD is recommended. This recommendation is consistent with the spirit and intent of the original spacing requirement, and it allows the city to effectively manage crisis weather

events by having resources available near unsheltered persons, emergency services, and OEM and OHS bases of operations.

**Prior Action**

February 28, 2023: Zoning Ordinance Advisory Committee (ZOAC) considered the issue and voted to unanimously recommend the proposal move to City Plan Commission (CPC)

March 23, 2023: CPC voted to unanimously recommended the proposal move to City Council

If you have any questions or concerns, please contact Rocky Vaz, Director of the Office of Emergency Management, at (214) 670-4277 or rocky.vaz@dallas.gov.
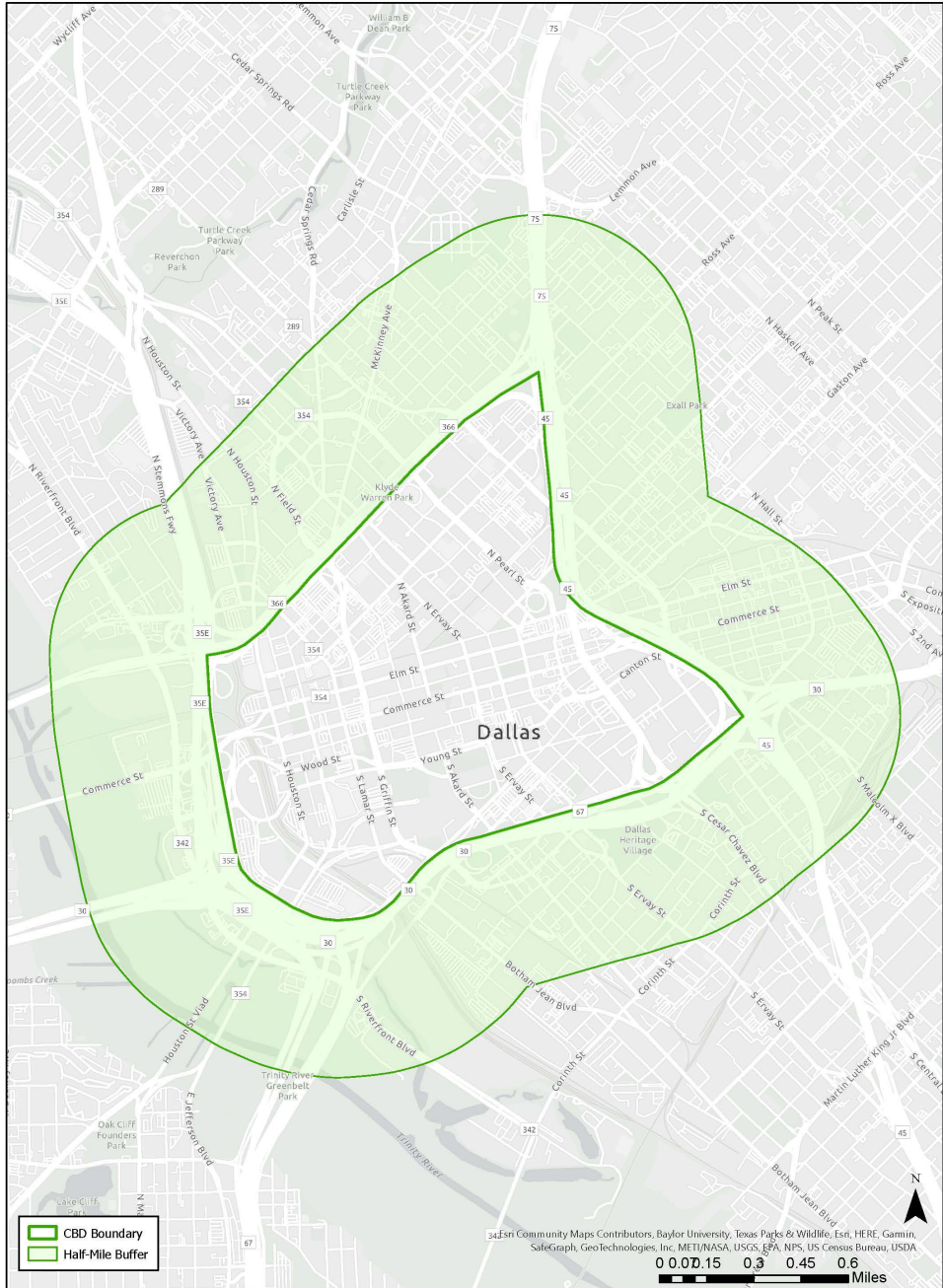
Jon Fortune,
Deputy City Manager
**[Attachment]**

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|---|---|
| T.C. Broadnax, City Manager | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Tammy Palomino, Interim City Attorney | Dr. Robert Perez, Assistant City Manager |
| Mark Swann, City Auditor | Carl Simpson, Assistant City Manager |
| Bilierae Johnson, City Secretary | Jack Ireland, Chief Financial Officer |
| Preston Robinson, Administrative Judge | Genesis D. Gavino, Chief of Staff to the City Manager |
| Kimberly Bizor Tolbert, Deputy City Manager | Directors and Assistant Directors |

# <u>Attachment</u>



Legend:
- CBD Boundary
- Half-Mile Buffer

## Central Business District and Surrounding 0.5 mile

**City of Dallas**

"Our Product is Service"
Empathy | Ethics | Excellence | Engagement | Equity