

# Memorandum



CITY OF DALLAS

DATE January 9, 2015  
TO The Honorable Mayor and Members of the City Council  
SUBJECT 2014 Texas Comptroller's Leadership Circle Award for Financial Transparency

The Texas Comptroller of Public Accounts has awarded the City of Dallas with the 2014 Platinum Leadership Circle Award for the Financial Transparency website. The Leadership Circle program was enhanced this year to include the "Platinum" level designation that is awarded to entities that go above and beyond providing financial transparency.

The Financial Transparency website was graded on various criteria that previously included: raw format budget information, annual financial reports, check register and payments, local government contact information and ease of access to financial documents. To achieve the Platinum level status, the Financial Transparency website was updated to include debt service information, a link to the Texas Comptroller's Transparency website and the submission of a bond election pledge to the State. The Financial Transparency website can be accessed from the City of Dallas homepage or directly at <http://www.dallascityhall.com/transparency>.

Attached is the letter of recognition and award from Susan Combs, Texas Comptroller of Public Accounts.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "Jeanne Chipperfield".

Jeanne Chipperfield  
Chief Financial Officer

## Attachments

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

Joey Zapata, Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Eric D. Campbell, Assistant City Manager  
Forest E. Turner, Chief Wellness Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager

December 29, 2014

Mr. A. C. Gonzalez  
City Manager  
City of Dallas  
1500 Marilla St., Room 4DN  
Dallas, Texas 75201-6318

Dear Mr. Gonzalez:

I am pleased to inform you that the city of Dallas has earned a 2014 Platinum Leadership Circle Award. Your application scored 21 points of 22 possible on our ratings criteria to earn this award.

Your listing on our "Texas Transparency" website now displays the Platinum seal to indicate that you have received this award. Enclosed is your copy of a Leadership Circle Award Certificate. You will also receive a digital seal that you may post on your website.

Congratulations on your success in moving forward on financial transparency and joining our Leadership Circle.

Sincerely,

  
Susan Combs

Enclosure





# Texas Comptroller Leadership Circle Platinum Member

awarded to

## City of Dallas

For continued progress toward achieving financial transparency. The Texas Comptroller's Leadership Circle program recognizes local governments across Texas that are striving to meet a high standard for financial transparency online. Your efforts to provide citizens with clear, consistent pictures of spending and share information in a user-friendly format have paved the way for achieving greater financial transparency.

December 29, 2014

A handwritten signature in black ink that reads "Susan Combs".

# Memorandum



DATE January 9, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT **Plaza Hotel Project Section 108 Award**

The U.S. Department of Housing and Urban Development (HUD) has announced that the City's Section 108 Loan application submitted in February 2013, for the renovation of the Ramada Plaza Hotel at 1011 S. Akard Street across I-30 in the Cedars neighborhood into a new full-service hotel (Project), has been approved.

The Project will renovate all 12 floors of the existing structure including 237 guest rooms, meeting space/banquet facility on the top floor, lobby bar and restaurant on the first floor, a two-story structured parking garage, and amenities including outdoor pool, fitness center, business center and outdoor patio bar. The hotel will contain a total of approximately 165,006 square feet and a parking deck of approximately 101,823 square feet. The Section 108 funds will be used for environmental remediation, elimination of adverse health and safety hazards, construction hard costs, loan interest reserve, and financial costs for public offering for the loan.

The City will loan the \$11,000,000 to Teof Hotel, LP, including general partners John Greenan, Executive Director of Central Dallas CDC and Larry Hamilton, CEO of Hamilton Properties. The loan to Teof Hotel, LP will require full repayment to the City so that the City can repay its Section 108 loan to HUD. The new hotel will employ a minimum of 220 people. It will be a four-star hotel operated in the Choice Hotels International line under the Ascend Hotel Collection. Construction will begin this summer.



Ryan S. Evans,  
First Assistant City Manager

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Eric D. Campbell, Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council

# Memorandum



CITY OF DALLAS

DATE January 9, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item #3: Ricondo & Associates, Inc. Agenda Item – January 14, 2015**

On your January 14, 2015, Council Agenda, there is an item for consideration to authorize the Supplemental Agreement No. 2 for the professional service contract with Ricondo & Associates, Inc. for on-call airport planning and advisory services for the Dallas Airport Systems. At the time of the original contract award, the forecast of future passengers at Love Field was significantly lower than what is now being forecasted with current data. The need for the supplemental agreement is due to the fact the Ricondo Team has been utilized for a number of unforeseen planning tasks to accommodate the traffic increase, in addition to the anticipated tasks within the original scope and budget.

The on-call contract has enabled the Dallas Airport Systems to accurately identify and plan for airport system projects and City of Dallas initiatives. The anticipated planning services that Ricondo has completed to date include: airfield traffic and parking capacity studies, airspace analysis, creation of the electronic airfield layout plan (E-ALP), obstruction surveys, airfield geometry analysis, land use and property development for Love Field and Dallas Executive Airport. Ricondo has also provided planning support and analysis for several real estate transactions, commercial development prospects, and revenue enhancement planning including parking rate surveys, Safety Management System (SMS), and environmental studies for the airport system.

With the Wright Amendment restrictions lifted and the addition of a new airline entrant, full utilization of all gates resulted in an increase in ground transportation, aeronautical and passenger activity at Love Field; stressing the need for near term planning projects and infrastructure improvements that were not originally anticipated or identified. The increase in passengers has emphasized the acceleration of planning tasks and elements that were not anticipated to be addressed until beyond 2017, which includes the immediate need for vehicular parking for passengers and employees, traffic flow and roadway improvements, rental car facilities, and concessionaire's food delivery and storage. Environmental issues also increased the need for planning services including the DalFort historic property designation resulting in the Section 106 and Section 4(f) processes, Runway 18/36 Environmental Assessment associated with its transition to a taxiway.

In addition, unanticipated environmental studies were completed by Ricondo, including the DalFort/Braniff hangar environmental and historical assessment, Runway 18/36 environmental assessment, and the Love Field Modernization Program aircraft apron hydrant fueling system. These unanticipated studies, projects and required environmental assessment have impacted the ability to fund the remaining contract items and planning. This supplemental agreement will allow the continuation of existing projects already started such as: commercial development and revenue enhancement planning, evaluation and analysis of future parking requirements for both employee and passengers, airfield capacity, community outreach techniques and applications, the analysis and assessments for vehicular traffic and traffic failure points, evaluation of aircraft

patterns and behavior, airport safety and security planning, E-ALP AND GIS services, maintenance assessment and planning, terminal sensitivity analysis, sustainability planning and finalization of master plan.

Please let me know if you have any questions.



Ryan S. Evans  
First Assistant City Manager

- C: A.C. Gonzalez, City Manager
- Warren M.S. Ernst, City Attorney
- Craig D. Kinton, City Auditor
- Rosa A. Rios, City Secretary
- Daniel F. Solis, Administrative Judge
- Eric D. Campbell, Assistant City Manager
- Jill A. Jordan, P.E., Assistant City Manager
- Mark McDaniel, Assistant City Manager
- Joey Zapata, Assistant City Manager
- Jeanne Chipperfield, Chief Financial Officer
- Sana Syed, Public Information Officer
- Mark Duebner, Director of Aviation
- Elsa Cantu, Assistant to the City Manager – Mayor & Council

# Memorandum



CITY OF DALLAS

DATE January 9, 2015

TO Honorable Members of the Arts, Culture & Libraries Committee: Philip T. Kingston (Chair), Monica R. Alonzo (Vice Chair), Vonciel Jones Hill, Jerry R. Allen, Carolyn R. Davis, Jennifer Staubach Gates

SUBJECT Office of Cultural Affairs Cultural Conversations

In August 2014, the Arts, Culture & Libraries Committee was briefed on the Office of Cultural Affairs' FY14-15 Outlook and a planned review of the City's Cultural Policy. This process will also include the Cultural Affairs Commission, our cultural partners, and the public.

The Office of Cultural Affairs is now set to start a series of conversations with its partner organizations. The primary purpose of these meetings is to listen to our cultural constituents and gain their input and perspective on their operations, needs, plans, and challenges. We also seek to learn how we can best partner with and support them in their work. This input will be used to inform ongoing strategic planning for the Department, and will help lay the foundation for the review of the City's Cultural Policy and further discussion towards the creation of a new Cultural Plan.

The first meeting will be held on Tuesday, January 20<sup>th</sup> at the Latino Cultural Center from 6:30-8:00 PM. The next two meetings will be on Monday, February 23<sup>rd</sup> from 6:30-8:00 PM at the Bath House Cultural Center, and on Saturday, March 21<sup>st</sup> from 10:00 AM – 12:00 PM at the South Dallas Cultural Center. These initial meetings are the first of what will be many opportunities for the OCA to receive input from our partners and the cultural community.

Please contact me if you have any questions.

  
Joey Zapata  
Assistant City Manager

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

Eric D. Campbell, Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council  
David Fisher, Interim Director, Office of Cultural Affairs

# Memorandum



City of Dallas

DATE January 9, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT Code Compliance "Dirty Dozen" Handout

During the Dallas Water Utilities Drought Status Update briefing on Wednesday, January 7<sup>th</sup>, reference was made to the Code Compliance "Dirty Dozen" handout. That handout is attached for your information.

This Code Compliance brochure is one of the materials used by Neighborhood Code Reps and other Code Compliance Officers to share information with residents at neighborhood meetings, crime watch meetings, and other events.

If you have any questions, or require additional information, please do not hesitate to contact me.

A handwritten signature in blue ink that reads "Joey Zapata".

Joey Zapata

Assistant City Manager

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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## TOP CODE COMPLIANCE ISSUES

Code Compliance is responsible for enforcing more than 900 City ordinances related to Housing, Zoning, Signs, Litter, Illegal Dumping, Weeds, Premise Parking and Animal Control violations.

**Property owners and tenants are expected to comply with all City ordinances**

For additional information on ordinances, consult the Dallas Development Code at [www.dallascityattorney.com](http://www.dallascityattorney.com) and choose the tab labeled "City Codes".

Many property renovations require a building permit. Information on permits and the locations where they can be obtained can be found at the web site for Building Inspection: [http://www.dallascityhall.com/building\\_inspection/index.html](http://www.dallascityhall.com/building_inspection/index.html).

- **Brush Collection/Bulky Trash (Section 18-4)**-No material may be placed out front earlier than the 7:00 a.m. on Thursday prior to collection week, and must be in place by 7:00 a.m. the Monday of the pick up week
- **Litter/High Weeds (Section 7A-18/section 18-13(a))**-Homeowners or tenants are responsible for keeping their lawns mowed, clipped mulched or cleared and the property free of litter (garbage, paper, cardboard, wood, glass, bedding, auto parts, appliances, limbs, etc.).
- **Obstructions (Section 18-14)**-The occupant or owner is responsible for keeping the street, alley, sidewalk and public grounds clear of obstructions.
- **Illegal Storage (Section 51A-4.217(b)(6))**-Any item that is not customarily used or stored outside or is not made of material that is resistant to damage or deterioration from exposure to the outdoors cannot be placed outside on your property.
- **Graffiti (Section 31-38(b))**-An owner of any tangible property in the City commits an offense if he/she fails to remove all graffiti from the property that is visible from any public property or right-of-way or from any private property other than the property on which the graffiti exists.
- **Junk Motor Vehicle (Section 18-20)**-Motor vehicles that are inoperative and/or partially dismantled and have expired license tags or safety stickers are considered "junk motor vehicles".
- **Parking on an Unapproved Surface (Section 51A-4.301(d)(5))**-Motor vehicles must be parked on an approved surface which is defined as concrete, asphalt or 6 inches of gravel with a border surrounding the gravel where permitted.
- **Substandard Structure (Section 27-11(b))**-Property owners are required to keep structures in good repair. Peeling paint, leaking roof, electrical and plumbing problems, holes in the wall, floor and ceiling, and decayed wood are building violations.
- **Open and Vacant Structure (Section 27-11(a)(6))**-An owner must keep the doors and windows of a vacant structure or vacant portion of a structure securely closed to prevent unauthorized entry.
- **Garage Sales (Section 51A-4.217(b)(9))**-The City of Dallas permits two garage sales each year per property. The sale may last no longer than three days and a person cannot sell merchandise acquired solely for resale purposes in the garage sale.
- **Mandatory Watering Guidelines (Section 49-21.1(b)(c))**-Watering is prohibited during any type of precipitation, as well as between April 1 through October 31 between the hours of 10:00 a.m. and 6:00 p.m.





## PRINCIPALES TEMAS DE CUMPLIMIENTO DE CODIGOS

**Cumplimiento de Códigos es responsable de hacer cumplir mas de 900 leyes de la Ciudad relacionadas a la vivienda, zonificación, letreros, basura, tiraderos ilegales, yerbas, estacionamiento indebido, y violaciones del control de animales.**

**Dueños de propiedad e inquilinos deben cumplir con todas las ordenanzas**

Para mas información sobre las ordenanzas, consulte el Código de Desarrollo de Dallas en [www.dallascityattorney.com](http://www.dallascityattorney.com) y escoja la pestaña que dice "City Codes".

Muchas renovaciones a propiedades requieren un permiso de construcción. Información de permisos y los sitios para obtenerlos pueden ser encontrados en la pagina Web de Inspección de Edificaciones en: [http://www.dallascityhall.com/building\\_inspection/index.html](http://www.dallascityhall.com/building_inspection/index.html).

- **Colección de Basura Voluminosa (Sección 18-4)**-Ningún material debe ser colocado al frente antes de las 7:00 a.m. el jueves antes de su semana de colección, y debe estar en su lugar para las 7:00 a.m. del lunes de su semana de colección.
- **Basura/Hierbas (Sección 7A-18/sección 18-13(a))**-Dueños de casas o inquilinos tienen la responsabilidad de mantener el pasto cortado, pajote y maleza recogido y tener la propiedad limpia de basura (papel, cartón, madera, vidrio, ropa de cama, auto partes, enseres domésticos, ramas, etc.).
- **Obstrucciones (Sección 18-14)**-El inquilino o dueño es responsable por mantener las calles, callejones, banquetas y áreas publicas libres de obstrucciones.
- **Almacén Ilegal (Sección 51A-4.217(b)(6))**-Cualquier objeto que no es usualmente usado afuera o no esta hecho de material que es resistente al daño o deterioro a la intemperie, no puede ser colocado afuera de su propiedad.
- **Grafiti (Sección 31-38(b))**-El dueño de cualquier propiedad tangible en la Ciudad comete un delito si él/ella no puede eliminar todo el grafiti de la propiedad que es visible desde cualquier propiedad pública o derecho de paso o de cualquier propiedad privada que no sea la propiedad en la que el grafiti existe.
- **Vehículos Chatarra (Sección 18-20)**-Los vehículos de motor que estén fuera de servicio y/o parcialmente desmantelados y con placas o engomados expirados se consideran "vehículos chatarra".
- **Estacionamiento en Superficie no Autorizada (Sección 51A-4.301(d)(5))**Vehículos de motor deben estacionarse en superficies autorizadas que se definen como concreto, asfalto o 6 pulgadas de grava con un bordo alrededor de la grava donde es permitido.
- **Estructura Inferior (Sección 27-11(b))**-Se requiere que dueños de propiedad mantengan las estructuras en buenas condiciones. Pintura descascarada, techos con goteras, problemas eléctricos y de plomería, hoyos en la pared, piso y techo y madera podrida son violaciones.
- **Estructuras Abiertas y Vacantes (Sección 27-11(a)(6))**-El dueño de una propiedad debe mantener las puertas y ventanas de una estructura vacante o partes de una estructura vacante cerradas para evitar la entrada sin autorización.
- **Ventas de Garaje (Sección 51A-4.217(b)(9))**-La Ciudad de Dallas permite dos ventas de garaje por año por propiedad. La venta puede durar no mas de tres días y la persona no debe vender mercancía adquirida exclusivamente con fines de reventa en una venta de garaje.
- **Guía de Riego Obligatorio (Sección 49-21.1(b)(c))**-Esta prohibido regar durante la lluvia así como del 1 de abril hasta el 31 de octubre entre las 10:00 a.m. y 6:00 p.m.



# Memorandum



CITY OF DALLAS

DATE January 9, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT Correction to Agenda Item #9 on the January 14, 2015 Council Agenda

There was a correction to the Ethnic Composition and Owner sections of Agenda Item #9 - Authorize an annual payment in the amount of \$125,000 for the next five years to Dallas/Fort Worth (D/FW) International Airport to provide basic, live fire drills and advanced specialized aircraft/fire training to aircraft-rescue firefighters at Dallas Love Field and Dallas Executive Airport.

There was no change or correction made to the subject wording so it will not be shown on the agenda document, only the corrected page will be replaced.

Should you have any questions or require more information, please don't hesitate to contact me.

A handwritten signature in cursive script that reads "Eric D. Campbell".

Eric D. Campbell  
Assistant City Manager

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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Elsa Cantu, Assistant to the City Manager – Mayor & Council

**REVISED AGENDA ITEM # 9**

**KEY FOCUS AREA:** Public Safety

**AGENDA DATE:** January 14, 2015

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Fire  
Aviation

**CMO:** Eric Campbell, 670-3255  
Ryan S. Evans, 671-9837

**MAPSCO:** N/A

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**SUBJECT**

Authorize an annual payment in the amount of \$125,000 for the next five years to Dallas/Fort Worth (D/FW) International Airport to provide basic, live fire drills and advanced specialized aircraft/fire training to aircraft-rescue firefighters at Dallas Love Field and Dallas Executive Airport - Not to exceed \$625,000 - Financing: Current Funds (to be reimbursed by Aviation, subject to annual appropriations)

**BACKGROUND**

This training is mandated by the Federal Aviation Administration/Texas Commission on Fire Protection as part of the required basic and annual live aircraft/fire training to maintain the certification level to work at the fire stations located at Love Field and Dallas Executive Airport.

Approximately 20 Firefighters are scheduled for the Basic Certification, 85 are scheduled for the "Hot Drill" training, and 20 are scheduled for advanced specialized fire training annually.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

Hot drill training approved by City Council on September 22, 2010, by Resolution No. 10-2248.

Hot drill training approved by City Council on November 12, 2003, by Resolution No. 03-3070.

Hot drill training approved by City Council on January 24, 2001, by Resolution No. 01-0334.

Hot drill training approved by City Council on March 25, 1998, by Resolution No. 98-0923.

**FISCAL INFORMATION**

Current Funds - \$625,000 (\$125,000 annually) (to be reimbursed by Aviation, subject to annual appropriations)

**M/WBE INFORMATION**

D/FW Airport is the sole provider in this area for live fire training. All other burn pit facilities have ceased operation due to the Environmental Protection Agency's concerns.

**ETHNIC COMPOSITION**

Dallas/Fort Worth International Airport

Board of Directors

|                 |                |               |                |
|-----------------|----------------|---------------|----------------|
| Hispanic Female | 1              | Hispanic Male | <del>2</del> 1 |
| Black Female    | <del>3</del> 2 | Black Male    | <del>0</del> 1 |
| White Female    | <del>0</del> 2 | White Male    | <del>5</del> 4 |
| Other Female    | 0              | Other Male    | 1              |

**OWNER**

**Dallas/Fort Worth International Airport**

Jeffrey P. Fegan Sean Donohue, Chief Executive Officer

January 14, 2015

**WHEREAS**, the Federal Aviation Administration/Texas Commission on Fire Protection mandates basic and annual fire training to maintain aircraft rescue certification for Dallas Fire-Rescue Department Aircraft Rescue Firefighters located at Dallas Love Field and Dallas Executive Airport; and

**WHEREAS**, the Dallas/Fort Worth International Airport is the sole provider in the Dallas/Fort Worth area for basic, live fire drills and advanced specialized aircraft fire training; and

**WHEREAS**, the Aviation Department reimburses the general fund for aircraft rescue services provided by the Dallas Fire-Rescue Department;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That the City Manager be and is hereby authorized to expend funds in an amount not to exceed \$125,000 per year for five years to the Dallas/Fort Worth International Airport to provide basic, live fire drills and advanced specialized aircraft/fire training for approximately 132 Dallas Love Field and Dallas Executive Airport Aircraft Rescue Firefighters subject to annual appropriations. Such funds are to be disbursed on an as needed, per class basis.

**Section 2.** That the City Controller be and is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$625,000 (subject to annual appropriations) as noted below:

| <u>FY</u> | <u>Fund</u> | <u>Dept</u> | <u>Unit</u> | <u>Object</u> | <u>Vendor No.</u> | <u>Encumbrance No.</u> | <u>Amount</u> |
|-----------|-------------|-------------|-------------|---------------|-------------------|------------------------|---------------|
| 2014-15   | 0001        | DFD         | HS21        | 3361          | 162760            | CR DFDHS21794          | \$125,000     |
| 2015-16   | 0001        | DFD         | HS21        | 3361          | 162760            | CR DFDHS21795          | \$125,000     |
| 2016-17   | 0001        | DFD         | HS21        | 3361          | 162760            | CR DFDHS21796          | \$125,000     |
| 2017-18   | 0001        | DFD         | HS21        | 3361          | 162760            | CR DFDHS21797          | \$125,000     |
| 2018-19   | 0001        | DFD         | HS21        | 3361          | 162760            | CR DFDHS21798          | \$125,000     |

**Section 3.** That the Dallas Fire-Rescue Department will be reimbursed by the Aviation Department from:

Fund 0130, DEPT AVI, UNIT 7720, OBJ 3650 to Fund 0001, DEPT DFD, UNIT HS21, OBJ 5011

**Section 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas and it is accordingly so resolved.