

# Memorandum



CITY OF DALLAS

DATE July 27, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Homeless Solutions Proposed Strategy - Track II: Temporary Homeless Centers**

At the request of City Council and the Citizens Homelessness Commission (CHC), the Office of Homeless Solutions has provided for consideration, a preliminary list of City-owned facilities that meet minimum requirements for overnight sheltering as proposed in the Homeless Solutions Strategy-Track 2 (see attachment A). The locations identified are not, at this time, recommended by staff for the operation of temporary sheltering, but could be considered for further evaluation to determine feasibility upon City Council approval of the Strategy.

The list of sites was determined based on minimum threshold conditions to determine eligibility. In order for any City-owned facility to be eligible for consideration to host a THC, it must meet one or more of the following:

1. Compliance with building, fire, and other City codes
2. Compliance with Texas Accessibility Standards
3. Designated sleeping area from 8pm-8am
4. Not located within 2 miles of an existing shelter serving 100+ overnight clients

Sites were also evaluated based on location, security, and other amenities to determine most feasible locations. Scoring criteria originated from the Site Selection Supportive Housing Criteria recommended by the CHC and approved the Human and Social Needs Council Committee; additional THC-applicable components were added. Scoring criteria are listed below:

<b>Scoring Criteria for Sites meeting minimum threshold</b>	<b>Points</b>
<b>THC Location</b>	
Not located in TAAG DPD hot spot area	5
Located in census tract with less than 20% poverty rate	5
Public transportation located within 1/2 mile of site	4
Public library, community center, or recreational center located within 2 miles of site	2
<b>THC Security and Amenities</b>	
Monitored Security Alarm with cameras	3
On-site programming (recreational, pro-social, etc)	2
Existing storage space for equipment, supplies, and client belongings	2
Capacity to add storage space for equipment, supplies, and client belongings	2
On-site kitchen	1
On-site dining area and equipment for serving meals	1
On-site shower facilities	1
Secured outdoor gathering area for clients	1
WiFi access	1
<b>Total</b>	<b>30</b>

DATE July 27, 2018

SUBJECT **Evaluation and Feasibility of Publicly/City-owned Facilities as Temporary Cooling Shelters**

Sites were then grouped into four categories:

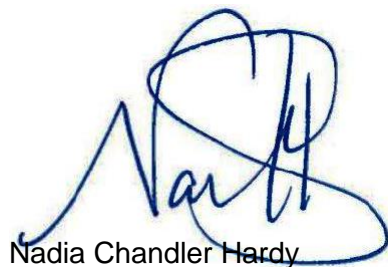
1. Ineligible: Does not meet minimum threshold eligibility requirements (Score of 0)
2. Unfavorable location (Score 1-10)
3. Good location (Score 11-20)
4. Ideal location (Score 21-30)

Based on this criterion, a total of 46 City-owned facilities were identified. Of the 46 identified, 20 were determined to be "ideal", 18 "good" and 8 "ineligible". Asterisks indicate the facility is currently designated as an emergency shelter site for the City's Office of Emergency Management. There are a total of 9 with the OEM designation.

As aforementioned, these facilities are **not recommended** by OHS staff for temporary sheltering at this time. This list is preliminary in nature and subject to City Council consideration and approval. Once City Council has approved the Proposed Strategy and provided further direction, staff will conduct a more in-depth analysis of each location and work with its partners, to include the Citizens Homelessness Commission, Park and Recreation Department Staff, and Board, and other stakeholders, to develop recommendations for Temporary Homeless Centers sites.

OHS will brief City Council on its comprehensive four-track Homeless Solutions Strategy Plan on Wednesday August 1, 2018. Public engagement and outreach meetings will continue through August 9, 2018. Round two of public outreach meetings will occur in neighborhoods of proposed temporary homeless centers upon City Council approval.

Please contact Nadia Chandler Hardy, Chief of Community Services, or Monica Hardman, Managing Director, with any additional questions or concerns.



Nadia Chandler Hardy  
Chief of Community Services

#### Attachment

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billerae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

Facility Name	Council District	MINIMUM					LOCATION					AMENITIES									Total Score	Prelim Site Rating**
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q				
<b>Ideal Location</b>																						
1	Anita Martinez Rec Center	6				5	0	4	2	3	2	0	2	1	1	0	1	1	22	Ideal		
2	Arcadia Rec Center	3				5	0	4	2	3	2	0	2	1	1	0	1	0	21	Ideal		
3	Beckley / Saner Rec Center	4				5	0	4	0	3	2	0	2	1	1	1	1	1	21	Ideal		
4	Campbell Green Rec Center	12				5	5	4	0	3	2	0	2	1	1	0	0	1	24	Ideal		
5	Churchill Rec Center	11				5	5	0	0	3	2	0	2	1	1	1	1	1	22	Ideal		
6	Cummings Rec Center	4				0	5	4	2	3	2	0	2	1	1	0	1	1	22	Ideal		
7	Exline Rec Center	7				5	0	4	2	3	2	0	2	1	1	1	0	1	22	Ideal		
8	Fretz Park Rec Center	11				5	5	4	2	3	2	0	2	1	1	0	1	1	27	Ideal		
9	Harry Stone Rec Center *	9				5	0	4	2	3	2	0	2	1	1	0	1	1	22	Ideal		
10	John C. Phelps Rec Center	4				5	0	4	2	3	2	0	2	1	1	0	1	1	22	Ideal		
11	Kidd Springs Rec Center *	1				5	5	4	2	3	2	0	2	1	1	0	1	1	27	Ideal		
12	Kiest Park Rec Center *	4				5	0	4	2	3	2	0	2	1	1	0	1	1	22	Ideal		
13	Lake Highlands North Rec Center *	10				5	5	0	2	3	2	0	2	1	1	1	1	1	24	Ideal		
14	Park In The Woods Rec Center	3				5	5	4	2	3	2	0	2	1	1	0	1	1	27	Ideal		
15	Pike Park Rec Center	2				5	5	4	2	2	2	0	2	1	1	0	1	0	25	Ideal		
16	Ridgewood/Belcher Rec Center	9				5	5	0	2	3	2	0	2	1	1	0	1	1	23	Ideal		
17	Samuel Grand Rec Center *	2				5	5	0	2	3	2	0	2	1	1	1	1	1	24	Ideal		
18	Timberglen Rec Center	12				5	5	4	2	3	2	0	2	1	1	0	1	1	27	Ideal		
19	Walnut Hill Rec Center *	13				5	5	4	0	3	2	0	2	1	1	0	0	1	24	Ideal		
20	West Dallas MultiPurpose Center	6				5	0	4	2	3	2	0	2	0	1	0	1	1	21	Ideal		
<b>Good Location</b>																						
1	Fireside Rec Center	8				5	0	0	0	3	2	0	2	1	1	0	1	1	16	Good		
2	Fruitdale Rec Center	4				5	0	4	0	3	2	0	2	1	1	0	0	0	18	Good		
3	Janie C. Turner Rec Center	8				5	0	0	2	3	2	0	2	1	1	0	1	1	18	Good		
4	Jaycee / Zaragoza Rec Center	6				5	0	4	0	3	2	0	2	1	1	0	1	1	20	Good		
5	Juanita J. Craft Rec Center	7				0	0	4	2	3	2	0	2	1	1	0	1	1	17	Good		
6	K. B. Polk Rec Center	2				0	5	4	0	3	2	0	0	1	1	1	0	1	18	Good		
7	Kleburg - Rylie Rec Center	5				5	0	0	2	3	2	0	2	1	1	0	0	1	17	Good		
8	Larry Johnson Rec Center	7				5	0	4	0	3	2	0	2	1	1	0	1	1	20	Good		
9	Marcus Rec Center	13				0	5	4	0	3	2	0	2	1	1	0	1	1	20	Good		
10	Martin Weiss Rec Center	1				5	0	0	0	3	2	0	2	0	1	0	1	1	15	Good		
11	Mildred L. Dunn Rec Center	7				0	0	4	2	3	2	0	2	1	1	0	1	1	17	Good		
12	Nash / Davis Rec Center	6				5	0	0	2	3	2	0	2	1	1	0	1	1	18	Good		
13	Pleasant Oaks Rec Center	5				5	0	0	0	3	2	0	2	1	1	1	0	1	16	Good		
14	Singing Hills Rec Center	8				5	0	0	0	2	2	0	2	1	1	0	0	1	14	Good		
15	Thurgood Marshall Rec Center *	3				5	0	4	0	3	2	0	2	1	1	0	0	1	19	Good		
16	Tommie M. Allen Rec Center *	8				0	0	4	2	3	2	0	2	1	1	0	1	1	17	Good		
17	Umphress Rec Center	5				5	0	0	2	3	2	0	2	1	1	0	0	1	17	Good		
18	Willie B. Johnson Rec Center	10				5	0	0	2	3	2	0	2	1	1	0	1	1	18	Good		
<b>Unfavorable Location</b>																						
N/A																						

Facility Name	Council District	MINIMUM				LOCATION						AMENITIES					Total Score	Prelim Site Rating**	
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			P
<b>Ineligible Location</b>																			
1	Arlington Park Rec Center	2				IE													Ineligible
2	Bachman Rec Center	6				IE													Ineligible
3	Eloise Lundy Rec Center	4				IE													Ineligible
4	Exall Rec Center	14				IE													Ineligible
5	Grauwyley Park Rec Center *	2				IE													Ineligible
6	Martin Luther King Jr. Rec Center	7				IE													Ineligible
7	Martlin Luther King Jr. Multi Purpose Center	7				IE													Ineligible
8	Reverchon Park Rec Center	2				IE													Ineligible

\* Office of Emergency Management (OEM) designated locations

\*\*Site rating is based on preliminary scoring of components D-Q. This analysis assumes that the remaining minimum threshold requirements (A-C) are met. Minimum components A-C will be evaluated and confirmed by Buildings and Parks staff

1. Ineligible (IE): Does not meet minimum threshold eligibility requirements (No score): 8 sites
2. Unfavorable location (Score 1-10): None
3. Good location (Score 11-20): 18 sites
4. Ideal location (Score 21-30): 20 sites

# Memorandum



CITY OF DALLAS

DATE July 27, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2017-18 Financial Forecast Report**

Please find attached the Financial Forecast Report (FFR) based on information through May 2018. This report forecasts revenues and expenditures to the end of the current fiscal year (9/30/18).

After eight months of this fiscal year, we forecast general fund revenues will be \$8.4 million over the amended budget and expenses will be \$6.3 million over the amended budget. Sales tax, franchise fees, and other charges for service are trending better than budget, accounting for the revenue variance. On the expense side, the projected year-end variance is due to overtime usage within Dallas Fire-Rescue (DFR).

DFR is forecast to exceed budget by \$11.8 million, primarily due to attrition, which has a negative impact on the Department's daily minimum staffing model. As the Department continues to catch-up from excessive attrition of 182 firefighters last year and an estimated 154 firefighters this year, it is using overtime to meet the daily minimum staffing requirement. Although we are able to partially offset DFR's overtime expense with savings from other general fund departments, we will be asking City Council to increase the general fund budget and use excess revenue to cover the remainder of DFR's overtime.

On September 4, we will brief GPFM on a complete package of FY 2017-18 appropriation adjustments, including this requested adjustment. We will also prepare an agenda item for City Council consideration in September to amend the current year budget.

Details related to budget variances may be found throughout the report. We will continue to closely monitor revenues and expenditures and keep you informed.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich  
Chief Financial Officer

Attachment

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billierae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

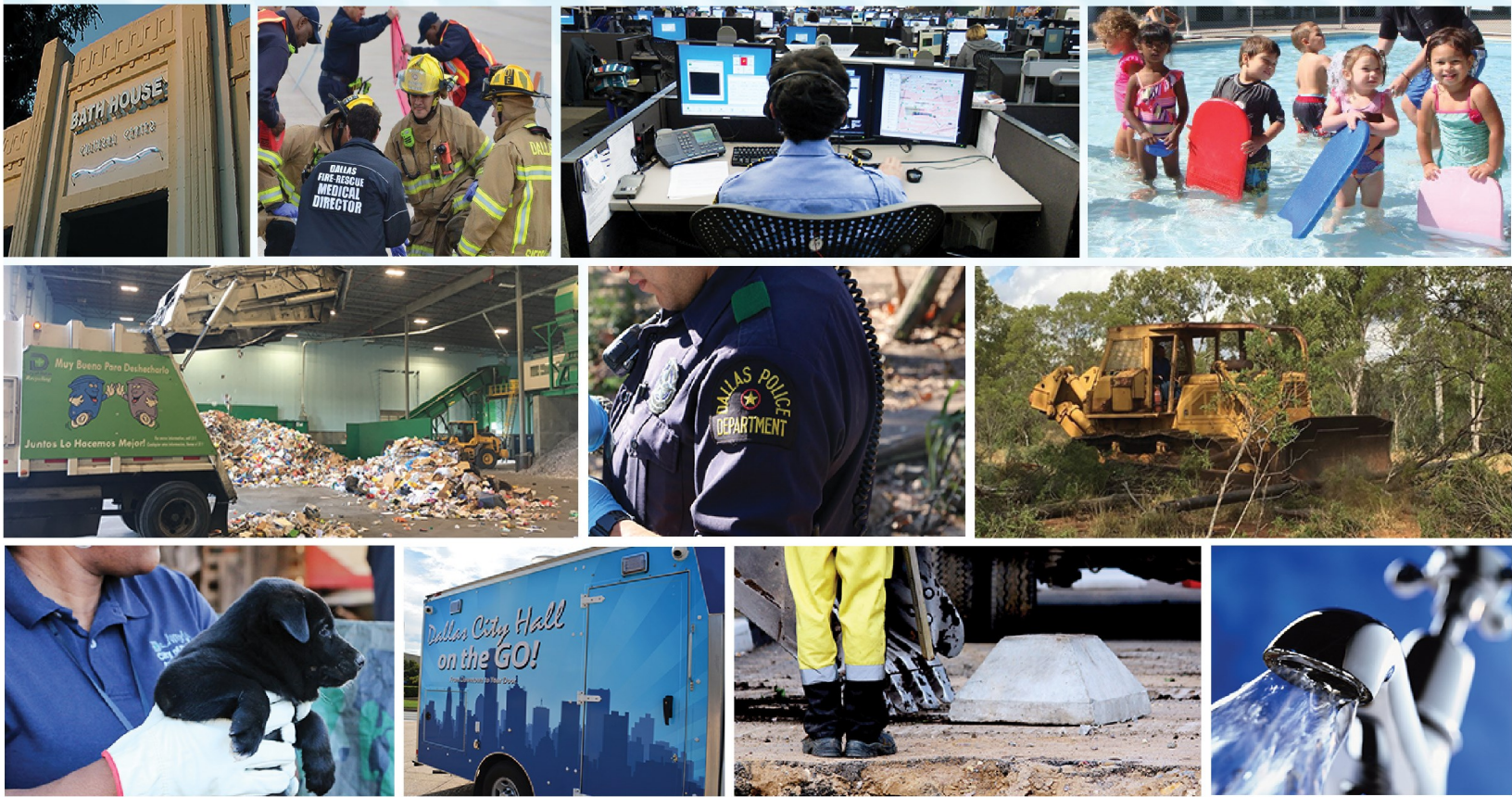
Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors



# FY 2017-18 FINANCIAL FORECAST REPORT

Information as of May 30, 2018

## SERVICE FIRST



# GENERAL FUND OVERVIEW

As of May 30, 2018

	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$160,617,192	\$160,617,192		\$171,747,804	\$11,130,612
Revenues	1,276,420,942	1,282,512,888	991,853,127	1,290,897,705	8,384,817
Expenditures	1,276,420,942	1,282,512,888	782,287,030	1,288,814,657	6,301,769
Ending Fund Balance	\$160,617,192	\$160,617,192		\$173,830,852	\$13,213,660

## SUMMARY

The General Fund overview provides a summary of financial activity through May 30, 2018. The Adopted Budget reflects the budget adopted by City Council on September 20, 2017 effective October 1 through September 30. The Amended Budget column reflects City Council approved transfers between funds and programs and approved use of contingency.

**Fund Balance.** The summary includes fund balance with the year-end revenue and expenditure forecasts. As of May 30, 2018, the Year-End Forecast beginning fund balance represents the FY 2016-17 audited unassigned ending fund balance and includes FY 2016-17 year-end savings.

**Revenues.** Through May 30, 2018, General Fund revenues are projected to be above budget by \$8.4 million primarily due to electric, fiber optic, and natural gas franchise fees; sales tax; Fire Watch fees; and a new contract with the State Fair for patrol services.

**Expenditures.** Through May 30, 2018, General Fund expenditures are projected to be above budget by \$6.3 million. The primary driver of the overrun is greater than anticipated use of overtime by Dallas Fire Department.

**Amendments.** The General Fund budget was amended on:

- October 25, 2017 by resolution #17-1652 in the amount of \$120,000 for a Regional Assessment of Fair Housing;
- November 8, 2017 by resolution #17-1735 in the amount of \$139,000 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wyly Theatre;
- January 17, 2018 by resolution #18-0125 in the amount of \$1,640,000 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018;
- March 28, 2018 by resolution #18-0442 in the amount of \$189,300 for emergency flood remediation and related repairs related to the theater automation system at the Dee and Charles Wyly Theater;
- April 25, 2018 by ordinance #30843 for mid-year appropriation ordinance adjustments consisting of a \$294,000 appropriation decrease in Non-Departmental, \$165,000 appropriation increase in Housing and Neighborhood Revitalization, \$60,300 appropriation increase in 311 Customer Service Center, \$68,700 appropriation increase in Office of Community Care, \$115,000 transfer of appropriations from Dallas Police Department to Transportation; and \$3,700,000 appropriation increase in Dallas Fire Rescue from excess revenue.

# GENERAL FUND REVENUES

As of May 30, 2018

Revenue Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Property Tax <sup>1</sup>	\$652,067,958	\$653,667,958	\$648,547,880	\$653,733,742	\$65,784
Sales Tax <sup>2</sup>	303,349,086	303,349,086	153,568,703	304,904,662	1,555,576
Franchise & Other <sup>3</sup>	135,319,609	135,319,609	101,191,057	140,085,777	4,766,168
Charges for Services <sup>4</sup>	103,578,036	104,878,036	46,845,066	106,453,883	1,575,847
Fines and Forfeitures <sup>5</sup>	36,515,082	36,515,082	16,160,884	34,980,750	(1,534,332)
Operating Transfers In <sup>6</sup>	22,777,865	25,169,811	9,453,237	25,359,111	189,300
Intergovernmental	9,548,046	9,548,046	3,282,437	9,765,015	216,969
Miscellaneous <sup>7</sup>	6,580,004	7,380,004	6,314,157	7,815,480	435,476
Licenses & Permits	4,668,685	4,668,685	3,685,889	4,713,208	44,523
Interest <sup>8</sup>	2,016,571	2,016,571	2,803,817	3,086,077	1,069,506
<b>Total Revenue</b>	<b>\$1,276,420,942</b>	<b>\$1,282,512,888</b>	<b>\$991,853,127</b>	<b>\$1,290,897,705</b>	<b>\$8,384,817</b>

## VARIANCE NOTES

General Fund revenue variance notes are provided below for revenue categories with year-end (YE) forecast variances of +/- five percent and revenue with an Amended Budget.

**1 Property Tax.** Property Tax budgeted revenue was increased by \$1.6 million on April 25, 2018 by ordinance 30843 due to higher current year collections.

**2 Sales Tax.** Sales tax revenues are forecast to be 0.5 percent (\$1,555,000) greater than budget based on most recent sales tax receipts. Sales tax receipts have increased by 3.7 percent over the most recent 12 months.

**3 Franchise and Other.** Franchise and other revenues are projected to be 3.52 percent (\$4,766,000) over budget primary due to electric, fiber optics, and natural gas.

**4 Charges for Service.** Charges for services revenues are forecast to be 1.50 percent (\$1,576,000) greater than budget primarily due to \$1.0 million from Fire Watch inspection fees resulting from multiple hard freezes in the winter affecting sprinkler systems at various locations and a new agreement signed with State Fair for police patrol services in which FY 2017-18 received \$1.0 million in revenue for prior years State Fairs. Overages are offset by a decrease of 758,000 in swimming pool charges due to the delayed opening of three aquatic centers. Charges for Services budgeted revenue was increased by \$1.3 million on April 25, 2018 by ordinance 30843 due to additional Emergency Ambulance supplemental payment revenue.

**5 Fines and Forfeitures.** Fines and forfeitures are projected to be 4.2 percent (\$1,534,000) under budget as a result of a decrease in parking citations issued due to staff turnover in the Parking Management and Enforcement division of Transportation (\$849,000); a decrease of 8,000 traffic citations over the same time period last year (\$578,000); and a decrease in forfeiture hearings due to compliance of bond terms by defendants (\$289,000).

**6 Operating Transfer In.** The revenue budget for Operating Transfer In was amended on:

- October 25, 2017 by resolution #17-1652 for a Regional Assessment of Fair Housing;
- November 8, 2017 by resolution #17-1735 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wily Theatre;
- January 17, 2018 by resolution #18-0125 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018; and
- March 28, 2018 by resolution #18-0422 for emergency flood remediation and related repairs related to



# VARIANCE NOTES

the theater automation system at the Dee and Charles Wyly Theater.

**7 Miscellaneous.** Miscellaneous budgeted revenue was increased \$800,000 on April 25, 2018 by ordinance 30843 due to additional one-time revenue from Atmos Energy for the City's support provided to residents affected by the gas emergency. Reimbursement from Atmos was greater than anticipated (\$1,120,000).

**8 Interest.** Interest earned revenues are projected to be 53.0 percent (\$1,070,000) over budget based on current trends.

# GENERAL FUND EXPENDITURES

As of May 30, 2018

Expenditure Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	\$233,174,548	\$235,952,119	\$140,489,370	\$226,499,684	(\$9,452,435)
Civilian Overtime	6,087,198	6,078,044	5,690,042	8,885,476	2,807,432
Civilian Pension	33,654,027	33,952,850	20,454,216	32,495,770	(1,457,080)
Uniform Pay	397,751,284	401,698,616	257,182,518	392,436,236	(9,262,380)
Uniform Overtime	32,141,841	35,897,371	33,085,918	52,659,106	16,761,735
Uniform Pension	151,450,013	153,665,564	97,258,715	153,665,564	0
Health Benefits	62,526,985	62,812,518	38,655,958	62,812,518	0
Workers Comp	10,211,638	10,211,638	0	10,211,638	0
Other Personnel Services	11,798,743	11,952,376	7,162,427	12,516,490	564,114
Total Personnel Services <sup>1</sup>	938,796,277	952,221,096	599,979,165	952,182,482	(38,614)
Supplies <sup>2</sup>	76,688,160	77,667,357	47,337,706	79,597,842	1,930,485
Contractual Services <sup>3</sup>	341,963,586	342,922,349	162,455,820	349,906,512	6,984,163
Capital Outlay <sup>4</sup>	8,000,250	8,329,492	4,541,339	9,791,870	1,462,378
Reimbursements <sup>5</sup>	(89,027,331)	(98,627,406)	(32,027,000)	(102,664,049)	(4,036,643)
Total Expenditures	\$1,276,420,942	\$1,282,512,888	\$782,287,030	\$1,288,814,657	\$6,301,769

## VARIANCE NOTES

**1 Personnel Services.** Current year-end forecast is \$39,000 below budget primarily due to greater than anticipated use of overtime by Dallas Fire Department. Uniform overtime YE forecast assumes \$5.3 million for the Dallas Police Department and \$11.5 million for Dallas Fire Rescue. Uniform pension YE forecast equals budget and includes the \$150.7 million contribution required to fund the police and fire pension as enacted by the Texas State Legislature through House Bill 3158, and additional funding for supplemental pension.

**2 Supplies.** Current year-end forecast is \$1.9 million above budget resulting from the purchase of ballistic helmets for the Dallas Police Department, software maintenance of an automated fingerprint identification system for the Dallas Police Department, and software purchases for various other departments.

**3 Contractual Services.** Current year-end forecast is \$7.0 million over budget primarily due to contract temporary help, day labor, equipment rental, security services, and Dallas Fire Rescue unbudgeted increase in emergency ambulance supplement contract payment.

**4 Capital Outlay.** Current year-end forecast is \$1.5 million over budget due primarily to vehicles purchased by Dallas Animal Services that will be reimbursed by an unbudgeted reimbursement, an approved purchase of a nuisance abatement brush truck using salary savings in Code Compliance, and the purchase of Gator vehicles by Code Compliance to better move in and out from alleys and back streets to clean litter, tires, and trash.

**5 Reimbursements.** General Fund reimbursements reflects contributions from various agencies, including federal and state funds, internal service fund departments, and enterprise fund departments. Current year-end forecasts are \$4.0 million greater than budget, primarily due to:

- \$1.7 million greater than budgeted reimbursement to Dallas Fire Rescue from the 9-1-1 System Operations Fund;
- \$600,000 greater than budgeted reimbursement to Dallas Fire Rescue from Building Inspections for new construction inspections and Aviation for two full-time paramedics assigned to Love Field Airport,
- \$720,000 reimbursement from a Police Donation Fund for overtime expenses incurred in FY 2016-17 for increased patrols in the Oak Lawn area; and \$347,000 greater than budgeted department support reimbursement.

# VARIANCE NOTES

- \$350,000 Dallas Animal Services reimbursement from a special revenue fund for vehicles;
- \$151,000 Courts and Detention Services unbudgeted reimbursement from the City Attorney's Office for three full-time staff dedicated to the Community Courts; and
- \$161,000 Park and Recreation greater than budgeted reimbursement for overtime work at Fair Park performed by Facility Services.

# GENERAL FUND EXPENDITURES

As of May 30, 2018

Expenditure By Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Building Services	\$28,590,583	\$28,667,529	\$18,586,856	\$28,667,529	\$0
City Attorney's Office	16,788,175	16,788,175	10,308,390	16,740,025	(48,150)
City Auditor's Office <sup>1</sup>	3,360,043	3,360,043	1,848,977	3,083,365	(276,678)
City Controller's Office	5,351,812	5,379,331	3,533,780	5,379,331	0
Independent Audit	891,157	891,157	0	891,157	0
City Manager's Office	2,266,902	2,344,267	1,575,693	2,334,829	(9,438)
City Secretary <sup>2</sup>	2,367,327	2,632,693	1,611,300	2,631,747	(946)
Civil Service	3,080,815	3,080,815	1,832,734	3,066,463	(14,352)
Code Compliance	30,438,826	30,438,826	17,365,698	30,188,826	(250,000)
Court Services	11,627,393	11,627,393	7,967,993	11,401,449	(225,944)
Jail Contract	8,484,644	8,484,644	4,949,376	8,484,644	0
Dallas Animal Services	14,007,159	14,007,159	9,454,620	13,832,122	(175,037)
Dallas Fire Department <sup>3</sup>	267,026,909	270,726,909	178,574,361	282,538,369	11,811,460
Dallas Police Department <sup>4</sup>	465,522,805	464,648,484	294,110,639	462,048,484	(2,600,000)
Housing and Neighborhood Services <sup>5</sup>	3,668,283	4,010,682	2,576,831	4,010,682	0
Human Resources <sup>6</sup>	5,234,618	5,234,618	3,435,983	4,929,012	(305,606)
Judiciary	3,454,079	3,454,079	2,282,524	3,453,375	(704)
Library	31,279,877	31,279,877	20,000,663	30,918,264	(361,613)
Office of Management Services					
311 Customer Services <sup>7</sup>	3,509,120	3,569,390	1,910,751	3,565,945	(3,445)
Center for Performance Excellence	1,265,811	1,265,811	906,529	1,265,811	0
Council Agenda Office	224,495	245,628	121,843	245,628	0
EMS Compliance Program	340,988	340,988	185,407	327,641	(13,347)
Ethics and Diversity	97,631	119,855	39,819	119,855	0
Fair Housing <sup>8</sup>	278,274	397,837	285,253	397,837	0
Office of Strategic Partnerships <sup>9</sup>	726,947	3,126,947	542,495	3,031,537	(95,410)
Office of Business Diversity <sup>10</sup>	793,297	793,297	523,733	741,970	(51,327)
Office of Community Care <sup>11</sup>	4,932,564	5,001,285	2,924,984	4,975,093	(26,192)
Office of Emergency Management	715,020	715,020	348,172	715,020	0
Office of Environmental Quality <sup>12</sup>	1,197,487	1,197,487	1,154,109	1,006,369	(191,118)
Office of Homeless Solutions	10,081,328	10,081,328	6,983,717	10,081,328	0
Public Affairs and Outreach <sup>13</sup>	1,666,011	1,400,645	790,322	1,190,870	(209,775)
Resiliency Office	353,875	353,875	213,955	353,636	(239)
Welcoming Communities	428,845	428,845	239,378	428,845	0
Mayor and City Council	4,820,561	4,827,575	2,917,952	4,827,575	0
Non-Departmental <sup>14</sup>	77,323,336	77,029,345	10,737,597	76,603,864	(425,481)
Office of Budget	3,406,338	3,406,338	2,065,992	3,364,909	(41,429)
Office of Cultural Affairs <sup>15</sup>	20,268,063	20,899,767	17,568,625	20,899,767	0
Office of Economic Development	4,840,594	4,840,594	3,649,324	4,840,594	0
Park and Recreation	98,005,546	98,269,651	62,258,338	98,183,669	(85,982)
Planning and Urban Design	2,911,297	2,911,297	1,783,759	2,897,693	(13,604)
Procurement Services	2,389,442	2,461,754	1,523,904	2,461,754	0
Public Works	73,137,927	73,137,927	57,012,253	73,096,472	(41,455)
Sustainable Development	1,656,869	1,656,869	1,368,485	1,614,450	(42,419)
Transportation <sup>16</sup>	44,325,574	44,440,574	23,695,811	44,440,574	0
Trinity Watershed Management	1,302,754	1,302,754	518,105	1,302,754	0
<b>Total Departments</b>	<b>\$1,264,441,401</b>	<b>\$1,271,279,364</b>	<b>\$782,287,030</b>	<b>\$1,277,581,133</b>	<b>\$6,301,769</b>
Liability/Claim Fund Transfer	4,642,666	4,642,666	0	4,642,666	0
Contingency Reserve	4,686,875	4,686,875	0	4,686,875	0
Salary and Benefit Reserve <sup>17</sup>	2,650,000	1,903,983	0	1,903,983	0
<b>Total Expenditures</b>	<b>\$1,276,420,942</b>	<b>\$1,282,512,888</b>	<b>\$782,287,030</b>	<b>\$1,288,814,657</b>	<b>\$6,301,769</b>

# VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, departments with an Amended Budget, and for departments with YE forecast projected to exceed budget.

**1 City Auditor's Office.** City Auditor's Office expenditures are forecast to be \$277,000 below budget due to salary savings associated with five vacant positions. Four positions were filled in April 2018, and one in May 2018.

**2 City Secretary.** City Secretary Office's budget was increased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred from the Office of Management Services (Public Affairs and Outreach).

**3 Dallas Fire Department.** Dallas Fire Department budget was increased by \$3.7 million on April 25, 2018 by ordinance 30843 for overruns in uniform overtime due to higher than expected attrition. Dallas Fire Department expenditures are forecast to be \$11.8 million greater than budget primarily due to uniform overtime expenses. The primary driving factor of the greater than budgeted use of overtime includes the impact of attrition in prior fiscal years that has exceeded hiring which has affected mandatory minimum staffing. The department is reviewing options to reduce and/or defer expenses in order to reduce the impact of uniform overtime.

**4 Dallas Police Department.** Dallas Police Department budget was decreased by \$759,000 on January 17, 2018 by CR 18-0125 to reallocate Child Safety Funds held by the Dallas Police Department to Management Services (Office of Strategic Partnerships) and decreased by \$115,000 on April 25, 2018 by ordinance 30843 to transfer Parking Enforcement division overtime and merit funding to Transportation. Dallas Police Department expenditures are forecast to be \$2,600,000 below budget primarily due to hiring 34 fewer officers than planned in FY 2017-18 and unplanned uniform attrition at the end of FY 2016-17.

**5 Housing and Neighborhood Services.** Housing and Neighborhood Services budget was increased by \$165,000 on April 25, 2018 by ordinance 30843 to fund a caseworker for the High Impact Landlord Initiative, additional home repair work at eight Home Repair Program properties and expenses associated with moving support staff from Bexar Street offices back to City Hall.

**6 Human Resources.** Human Resources expenditures are forecast to be \$306,000 below budget due to salary savings associated with vacancies, including 5 vacant positions at the end of May.

**7 311 Customer Services.** 311 Customer Services budget was increased by \$60,300 by City Council on April 25, 2018 by ordinance 30843 due to higher than expected usage of the Language Line, a third-party vendor that is used to translate calls for non-English speakers when bilingual 311 Customer Services agents are not available.

**8 Fair Housing Office.** Fair Housing Office budget was increased by \$120,000 on October 25, 2017 by CR#17-1652 for a Regional Assessment of Fair Housing.

**9 Office of Strategic Partnerships.** Office of Strategic Partnerships budget was increased by \$2.4 million on January 17, 2018 by CR #18-0125 to appropriate funds for the Dallas County School Dissolution Committee Crossing Guard payroll.

**10 Office of Business Diversity.** Office of Business Diversity expenditures are forecast to be \$51,000 below budget due to salary savings associated with vacancies.

**11 Office of Community Care.** Office of Community Care's budget was increased by \$69,000 on April 25, 2018 by ordinance 30843 for unbudgeted contract temporary help, overtime, and building maintenance expenses.

**12 Office of Environmental Quality.** Office of Environmental Quality is forecast to be \$191,000 under budget due to salary savings associated with seven vacancies and frequent turnover in key positions.

# VARIANCE NOTES

**13 Public Affairs and Outreach.** Public Affairs and Outreach budget was decreased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred to the City Secretary. Public Affairs and Outreach expenditures are forecast to be \$210,000 under budget primarily due to salary savings associated with three vacant management positions.

**14 Non-Departmental.** Non-Departmental budget was decreased by \$294,000 on April 25, 2018 by ordinance 30843 for mid-year appropriation adjustments. Non-Departmental expenditures are forecast to be \$426,000 less than budget primarily due to a delay in Master Lease draw for new equipment purchase which will occur in fall of FY 2018-19.

**15 Office of Cultural Affairs.** Office of Cultural Affairs budget was increased by \$139,000 on November 8, 2017 by resolution # 17-1735 and by \$189,300 on March 28, 2018 by resolution #18-0442 (approved use of contingency reserve funds) to reimburse the ATTPAC for emergency flood remediation and repairs at the Dee and Charles Wyly Theatre, and on February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018.

**16 Transportation.** Transportation budget was increased by \$115,000 on April 25, 2018 by ordinance 30843 to transfer Parking Enforcement division overtime and merit funding from Police to Transportation.

**17 Salary and Benefit Reserve.** Salary and Benefit Reserve funds totaling \$746,000 were allocated to Building Services (\$77,000), the City Controller's Office (\$27,000), the City Manager's Office (\$77,000), Housing and Neighborhood Revitalization (\$177,000), City Agenda Office (\$21,000), Ethics and Diversity (\$22,000), Mayor and Council (\$7,000), Park and Recreation (\$264,000), and Procurement Services (\$74,000) for personnel related expenditures, primarily unbudgeted vacation/sick termination payments.

# ENTERPRISE FUNDS

As of May 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
<b>AVIATION</b>					
Beginning Fund Balance	\$13,811,768	\$13,811,768		\$14,111,807	\$300,039
Total Revenues:	127,028,405	127,028,405	69,749,351	127,029,201	796
Total Expenditures:	127,028,405	127,028,405	54,297,941	126,811,603	(216,802)
Ending Fund Balance	\$13,811,768	\$13,811,768		\$14,329,405	\$517,638
<b>CONVENTION AND EVENT SERVICES<sup>1</sup></b>					
Beginning Fund Balance	\$32,258,124	\$32,258,124		\$33,234,399	\$976,275
Total Revenues:	97,787,266	101,187,266	56,075,537	102,365,086	1,177,820
Total Expenditures:	97,787,266	99,371,106	45,626,165	101,043,544	1,672,438
Ending Fund Balance	\$32,258,124	\$34,074,284		\$34,555,940	\$481,656
<b>MUNICIPAL RADIO<sup>2</sup></b>					
Beginning Fund Balance	\$1,217,847	\$1,217,847		\$1,087,586	(\$130,261)
Total Revenues:	2,098,813	2,098,813	1,102,728	2,015,000	(83,813)
Total Expenditures:	2,051,318	2,051,318	1,136,161	1,974,411	(76,907)
Ending Fund Balance	\$1,265,342	\$1,265,342		\$1,128,175	(\$137,167)
<b>SANITATION SERVICES<sup>3</sup></b>					
Beginning Fund Balance	\$22,431,707	\$22,431,707		\$29,641,449	\$7,209,742
Total Revenues:	102,279,097	106,579,097	64,341,035	106,974,517	395,420
Total Expenditures:	102,279,097	104,419,917	41,403,761	104,419,917	0
Ending Fund Balance	\$22,431,707	\$24,590,887		\$32,196,049	\$7,605,162
<b>STORM DRAINAGE MANAGEMENT</b>					
Beginning Fund Balance	\$4,546,490	\$4,546,490		\$7,593,575	\$3,047,085
Total Revenues:	55,987,895	55,987,895	32,551,825	55,705,089	(282,806)
Total Expenditures:	55,936,837	55,936,837	28,535,410	55,592,877	(343,960)
Ending Fund Balance	\$4,597,548	\$4,597,548		\$7,705,787	\$3,108,239
<b>SUSTAINABLE DEVELOPMENT AND CONSTRUCTION<sup>4</sup></b>					
Beginning Fund Balance	\$37,809,029	\$37,809,029		\$43,778,944	\$5,969,915
Total Revenues:	31,711,218	31,711,218	20,028,321	31,764,764	53,546
Total Expenditures:	32,376,190	32,376,190	16,614,921	32,375,277	(913)
Ending Fund Balance	\$37,144,057	\$37,144,057		\$43,168,431	\$6,024,374
Note: FY 2017-18 Budget reflects planned use of fund balance.					
<b>DALLAS WATER UTILITIES<sup>5</sup></b>					
Beginning Fund Balance	\$84,788,025	\$84,788,025		\$95,808,193	\$11,020,168
Total Revenues:	667,471,388	667,471,388	355,656,200	667,471,388	0
Total Expenditures:	667,471,388	667,471,388	298,260,918	649,048,060	(18,423,328)
Ending Fund Balance	\$84,788,025	\$84,788,025		\$114,231,522	\$29,443,497

# INTERNAL SERVICES FUNDS

As of May 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
<b>INFORMATION TECHNOLOGY<sup>6</sup></b>					
Beginning Fund Balance	\$10,959,687	\$10,959,687		\$10,747,503	(\$212,184)
Total Revenues:	67,963,283	67,963,283	32,986,045	68,590,020	626,737
Total Expenditures:	70,242,680	70,242,680	43,052,385	69,673,911	(568,769)
Ending Fund Balance	\$8,680,290	\$8,680,290		\$9,663,612	\$983,322
Note: FY 2017-18 Budget reflects planned use of fund balance.					
<b>RADIO SERVICES</b>					
Beginning Fund Balance	\$2,537,356	\$2,537,356		\$1,087,586	(\$1,449,770)
Total Revenues:	4,823,063	4,823,063	1,102,564	4,842,427	19,364
Total Expenditures:	4,823,063	4,823,063	2,093,688	4,779,926	(43,137)
Ending Fund Balance	\$2,537,356	\$2,537,356		\$1,150,087	(\$1,387,269)
<b>EQUIPMENT SERVICES<sup>7</sup></b>					
Beginning Fund Balance	\$5,611,863	\$5,611,863		\$7,726,208	\$2,114,345
Total Revenues:	52,652,059	54,152,059	25,704,660	54,110,256	(41,803)
Total Expenditures:	52,652,059	54,417,268	24,697,294	54,417,268	0
Ending Fund Balance	\$5,611,863	\$5,346,654		\$7,419,196	\$2,072,542
<b>EXPRESS BUSINESS CENTER<sup>8</sup></b>					
Beginning Fund Balance	\$2,011,100	\$2,011,100		\$1,700,445	(\$310,655)
Total Revenues:	4,231,450	4,231,450	1,977,403	2,756,467	(1,474,983)
Total Expenditures:	3,740,420	3,740,420	1,049,816	2,108,350	(1,632,070)
Ending Fund Balance	\$2,502,130	\$2,502,130		\$2,348,563	(\$153,567)



# OTHER FUNDS

As of May 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
<b>9-1-1 SYSTEM OPERATIONS<sup>9</sup></b>					
Beginning Fund Balance	\$5,941,912	\$5,941,912		\$12,060,896	\$6,118,984
Total Revenues:	12,539,195	12,539,195	6,768,410	12,276,357	(262,838)
Total Expenditures:	15,048,378	16,748,378	6,748,292	16,665,942	(82,436)
Ending Fund Balance	\$3,432,729	\$1,732,729		\$7,671,311	\$5,938,582
Note: FY 2017-18 Budget reflects planned use of fund balance.					
<b>DEBT SERVICE<sup>10</sup></b>					
Beginning Fund Balance	\$13,769,804	\$13,769,804		\$12,613,280	(\$1,156,524)
Total Revenues:	278,149,358	278,149,358	262,447,064	279,561,773	1,412,415
Total Expenditures:	267,322,998	267,322,998	0	267,322,998	0
Ending Fund Balance	\$24,596,164	\$24,596,164		\$24,852,055	\$255,891
<b>EMPLOYEE BENEFITS<sup>11</sup></b>					
City Contributions	\$86,088,120	\$86,088,120	\$48,595,828	\$86,088,120	\$0
Employee Contributions	38,086,396	38,086,396	24,621,905	38,086,396	0
Retiree	30,118,491	30,118,491	15,536,511	30,118,491	0
Other	0	0	(46,669)	(39,109)	(39,109)
Total Revenues:	154,293,007	154,293,007	88,707,575	154,253,898	(39,109)
Total Expenditures:	\$154,293,007	\$154,293,007	\$72,289,958	\$154,293,007	\$0
Note: The FY 2017-18 YE forecast reflect claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported claims (IBNR).					
<b>RISK MANAGEMENT<sup>12</sup></b>					
Worker's Compensation	\$13,219,304	\$13,219,304	\$282,713	\$13,219,304	\$0
Third Party Liability	10,203,093	10,203,093	691,532	10,203,093	0
Purchased Insurance	3,090,183	3,090,183	(389)	3,090,183	0
Interest and Other	406,970	406,970	0	406,970	0
Total Revenues:	26,919,550	26,919,550	973,856	26,919,550	0
Total Expenditures:	\$29,406,225	\$29,406,225	\$11,438,759	\$23,043,523	(\$6,362,702)
Note: The FY 2017-18 YE forecast reflect 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 summary includes the beginning fund balance with the YE revenue and expenditure forecasts. As of May 30, 2018, the Year-End Forecast beginning fund balance represents the FY 2016-17 audited ending fund balance. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, funds with YE forecast projected to exceed budget, and funds with projected use of fund balance.

**1 Convention and Event Services.** Convention and Event Services budget was increased by \$1.6 million on April 25, 2018 by ordinance 30843 due to increased food and beverage expenses and by an offsetting \$3.4 million increase in catering service revenues. Convention and Event Services revenues are projected to exceed budget by \$1.2 million primarily due to greater than projected Hotel Occupancy Tax collections. Expenditures are projected to be \$1.7 million greater than budget primarily due to an increased food and beverage expenses fully offset by additional catering revenue.

**2 Municipal Radio.** Municipal Radio FY 2017-18 revenues are projected to be lower than budget by \$84,000 due a decrease in projected local radio advertisement sales. Local arts groups and small retailers (which account for the largest portion of local sales) have difficulty with the cost of media buys in DFW's large media market. Expenditures are projected to be \$77,000 below budget primarily due to hiring delays for four vacant positions.

**3 Sanitation Services.** Sanitation Services budget was increased by \$2.1 million on April 25, 2018 by ordinance 30843 for increased landfill disposal fees paid to Texas Commission on Environmental Quality (TCEQ), Equipment Services maintenance charges and master lease payments and by an offsetting \$4.3 million increase in landfill revenues. Sanitation Services revenues are projected to be \$395,000 over budget primarily due to greater than budgeted collection charges.

**4 Sustainable Development and Construction.** Sustainable Development and Construction FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

**5 Dallas Water Utilities.** Water Utilities expenditures are projected to be \$18.4 million less than budget due to a settlement of potential litigation with Sabine River Authority (SRA). The escrow payment savings will be used to minimize future rate increases. City Council was briefed on this topic in February 2018.

**6 Information Technology.** Information Technology FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

**7 Equipment Services.** Equipment Services budget was increased by \$475,000 on April 11, 2018 by ordinance for a fleet consultant study, and by \$1.2 million on April 25, 2018 by ordinance 30843. The amendment on April 25, 2018 was due to unbudgeted equipment maintenance charges for retained vehicles, increased motor pool use, and increased costs for make ready of new vehicles offset by a \$1.5 million increase in revenues. Equipment Services FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance to fund a fleet consultant study.

**8 Express Business Center.** Express Business Center expenditures are projected to be \$1.6 million less than budget and revenues \$1.5 million less than budget primarily due to the transfer of the water bill printing services to Dallas Water Utilities (DWU) at the end of September 2017. Water bill printing services will be provided by a vendor and expensed in DWU.

**9 9-1-1 System Operations.** 9-1-1 System Operations budget was increased by \$1.7 million on April 25, 2018 by ordinance 30843 for a greater than budgeted \$1.7 million reimbursement to Dallas Fire Rescue. 9-1-1 System Operations FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

**10 Debt Service Fund.** Debt Service Fund FY 2017-18 YE forecast revenues will exceed budget by \$1.4 million due to property tax collections trending above average.

**11 Employee Benefits.** Employee Benefits FY 2017-18 YE forecast expenditures will exceed revenue due to an unbudgeted refund.

# VARIANCE NOTES

**12 Risk Management.** Risk Management FY 2017-18 YE forecast expenditures are less than budget due to planned resolution of settlements in the current year moving to FY 2018-19 (\$6,363,000).



# City of Dallas Contact Information

Financial Transparency

[financialtransparency@dallascityhall.com](mailto:financialtransparency@dallascityhall.com)

Dallas City Hall

1500 Marilla St.

Room 4-F-North

Dallas, Texas 75201

[Phone: \(214\) 670-3659](tel:(214)670-3659)

Fax: (214) 670-7008



# Memorandum



CITY OF DALLAS

DATE July 27, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – July 24, 2018**

## Update Items

[Encampment Resolution Schedule - July 24, 2018 and July 31, 2018](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on Tuesday, July 24, 2018 and July 31, 2018:

July 24, 2018 – Complete as of 4:00 pm	July 31, 2018
<ul style="list-style-type: none"><li>• 12298 Shiloh at Lyndon B Johnson Freeway (District 9)</li><li>• Lyndon B Johnson Freeway at Jupiter Rd (District 9)</li><li>• 9575 Lyndon B Johnson Freeway (District 10)</li><li>• 11989 N. Central Expressway (District 11)</li><li>• 11505 N. Central Expressway (District 11)</li><li>• Central Expressway at Forest Lane (District 11)</li><li>• Stemmons Freeway at Medical District (District 6)</li></ul>	<ul style="list-style-type: none"><li>• Interstate I-20 at Bonnieview Road (District 8)</li><li>• Interstate I-20 at Bonnieview Road (District 8)</li><li>• Interstate I-30 at Jim Miller Road (District 7)</li><li>• Interstate I-30 at Jim Miller Road (District 7)</li><li>• Interstate I-30 at St Francis (District 7)</li><li>• Interstate I-30 at St Francis (District 7)</li><li>• Interstate I-30 at Buckner Blvd (District 7)</li><li>• Interstate I-75 at St. Augustine (District 7)</li></ul>

OHS Street Outreach team will continue to engage with homeless individuals to provide notice of clean-up and connect to resources and shelter. OHS Community Mobilization staff are meeting with stakeholders to determine long-term sustainability of encampment sites and will provide periodic updates. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Chief of Community Services and Monica Hardman, Managing Director of Office of Homeless Solutions.

## Availability & Disparity Study

As previously communicated, the Office of Business Diversity is in the early stages of performing an availability & disparity study. As a reminder, the sunset date for the existing M/WBE goals is September 30, 2020. The City received proposals from five qualified firms on June 14, 2018. Vendor presentations were held on Thursday July 19, 2018 and the evaluations are due today (July 23, 2018). The City anticipates having a recommended agreement in August 2018 to be scheduled for consideration by City Council on September 12, 2018.

DATE July 27, 2018  
SUBJECT **Taking Care of Business – July 24, 2018**

The City anticipates the study to begin in September 2018 with an estimated 18 months to complete. It will be performed in two phases. Phase I is the utilization analysis in which the City's current procurement practices, procedures, policies, activity, and M/WBE utilization will be reviewed. Phase II will consist of a disparity analysis in which the City's M/WBE utilization by industry will be compared to the market availability. We will share additional information on the stakeholder engagement process for the study following the selection of the consultant for the project. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff to the City Manager.

### [Dallas Fire Rescue - Financial Forecast Report](#)

Later this week, we will send City Council the May 2018 Financial Forecast Report (FFR) with forecast revenue and expenditures to the end of the fiscal year (9/30/18). After eight months of this fiscal year, we forecast general fund revenues will be \$8.4 million over the amended budget and expenses will be \$6.3 million over the amended budget. Sales tax, franchise fees, and other charges for service are trending greater than budget, accounting for the revenue variance. On the expense side, the projected year-end variance is due to overtime usage within Dallas Fire-Rescue (DFR).

DFR is forecast to exceed budget by \$11.8 million, primarily due to attrition, which has a negative impact on the Department's daily minimum staffing model. As the Department continues to catch-up from excessive attrition of 182 firefighters last year and an estimated 154 firefighters this year, it is using overtime to meet the daily minimum staffing requirement. Although we are able to partially offset DFR's overtime expense with savings from other general fund departments, we will be asking City Council to increase the general fund budget and use excess revenue to cover the remainder of DFR's overtime.

We will provide the May FFR to the Government Performance and Financial Management Committee (GPFM) on August 6 and will answer any questions at that time. We will also brief GPFM on a complete package of FY 2018 Appropriation Adjustments, including this requested adjustment, on September 4 and will prepare an agenda item for City Council consideration in September. Should you have any questions or concerns about the Financial Forecast Report, please contact Elizabeth Reich, Chief Financial Officer or Jack Ireland, Director of the Office of Budget. Should you have programmatic questions or concerns related to the use of overtime within DFR, please contact Chief Coatney.

### [White Rock Creek Spill](#)

As previously communicated on July 3, 2018, there was a discharge of wastewater from a North Texas Municipal Water District's (NTMWD) force main into White Rock Creek at the Audi Plano dealership just north of Dallas. Between 3:45 pm on June 27, 2018, and 2:30 am on June 28, 2018, approximately 1,069,000 gallons of wastewater were discharged into White Rock Creek from NTMWD's sanitary sewer system. The City worked with NTMWD to protect health and the environment by quickly removing and disposing of 3,474,000 gallons of liquid from White Rock Creek. The associated

DATE July 27, 2018

SUBJECT **Taking Care of Business – July 24, 2018**

wastewater disposal costs will be billed to NTMWD. The Texas Commission on Environmental Quality (TCEQ) is conducting an investigation into the discharge which may result in an enforcement action and penalties against one or more responsible parties.

The NTMWD discharge did not impact White Rock Lake and the impacts to White Rock Creek have dissipated. Over the past two weeks, during both wet and dry weather, City staff tested water quality along White Rock Creek and did not identify impacts south of the Frankford Road crossing or near White Rock Lake. This is consistent with Texas Parks & Wildlife staff observation that there was no associated fish kill south of the Frankford Road crossing. Water quality tests from July 17, 2018 showed normal summer conditions at White Rock Lake and along the extent of White Rock Creek. Should you have any questions or concerns, please contact James McGuire, Managing Director of OEQ.

### **New Items**

#### [DPD Promotional Ceremony](#)

Today, July 24<sup>th</sup>, the Dallas Police Department promoted 9 Lieutenants, 34 Sergeants, and 47 Senior Corporals at a promotional ceremony at Moody Performance Hall, 2520 Flora Street, Dallas, Texas. After reviewing staffing levels and department vacancies, it was determined that a total of 90 officers would fill various positions, predominantly in the Patrol Bureau. Should you have any questions or concerns, please contact Chief U. Renee Hall.

#### [OEQ Sustainability Leadership Award](#)

The City's Office of Environmental Quality (OEQ) is proud to accept Site Selection Magazine's 2018 Top Sustainable US Metros Award. The award is based on OEQ's leadership role in sustainability and other factors such as energy efficiency, use of renewable energy, government policies, quality of life, and corporate social responsibility. This award is a reflection of the work done by many City departments and partners in making Dallas a better and greener place to live. Should you have any questions or concerns, please contact James McGuire, Managing Director of OEQ.

#### [Media Inquiries](#)

As of July 23<sup>rd</sup>, the City has received media requests from various news outlets regarding the following topics:

- Establishment of City Marshal's Office
- Valley View Mall Code Enforcement
- Margaret McDermott Bridge
- DFR, DPD and Citizen Rescue Boy from the Trinity
- DFR Receives STAR Request for Assistance with Wildfire Suppression

Please see the attached document compiling information provided to the media outlets for the week of July 16<sup>th</sup> – July 23<sup>rd</sup> for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizzor Tolbert, Chief of Staff.

DATE July 27, 2018  
SUBJECT **Taking Care of Business – July 24, 2018**

## **Look Ahead**

### **City Council Briefings**

August 1, 2018

- Homeless Solutions Proposed Strategy
- Resilient Dallas Strategy and Equity Indicators

August 14, 2018

- City Managers Recommended Budget for FY 18-19 and FY 19-20 Biennial Budget
- Truth in Taxation
- FY 18-19 and FY 19-20 Budget for Public Safety Strategic Priority



T.C. Broadnax  
City Manager

c: Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billerae Johnson, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors





City of Dallas

**Public Affairs & Outreach  
Media Requests  
July 16 – July 23**

**July 16; Ken Kalthoff, NBC 5;** Last summer I inquired and was told that there have been NO citations for the Dallas Rest Break ordinance that was approved several years ago. Have there been any since last year?

**City Response:** There have been no citations issued for the rest break ordinance in the last year.

**July 16; Cody Lillich, NBC 5;** Can we get a statement regarding the Working Texans for Paid Sick Time petition being rejected by the city secretary's office due to an insufficient number of valid signatures?

The city's memo we've seen said they accepted 52k signatures, but the group says they submitted 120k signatures.

**City Response:** Pursuant to section 11, Chapter XVIII of the Dallas City Charter, the City Secretary's Office has disqualified the petition for proposing an earned paid sick leave ordinance. Only valid signatures were counted. The number of valid signatures received totaled 52,885. The required number of valid signatures for the proposed petition was 53,756.

**July 16; Hannah Ortega, Dallas Morning News;** Though it's a city's individual decision to establish a city marshal's office, is it usually only major cities doing so?

What is the benefit of establishing a city marshal's office?

How does a city decide if they need their own city marshal's office?

**City Response:**

- No, smaller cities in Dallas County such as Lancaster and Desoto and across the country have Marshal Offices.
- The Marshal Offices carry out the business of the city's courts involving both criminal and non-criminal matters and the cities make it a priority rather than an ancillary duty of another law enforcement agency. In addition, the Dallas Marshal's Office conducts environmental crime investigations in the city involving illegal dumping and spills into waterways.

Art. 45.202. SERVICE OF PROCESS. (a) All process issuing out of a municipal court may be served and shall be served when directed by the court, by a peace officer or **🚓marshal** of the municipality within which it is situated, under the same rules as are provided by law for



## City of Dallas

the service by sheriffs and constables of process issuing out of the justice court, so far as applicable.

(b) The peace officer or **marshal** may serve all process issuing out of a municipal court anywhere in the county in which the municipality is situated. If the municipality is situated in more than one county, the peace officer or **marshal** may serve the process throughout those counties.

- Each city decides on its own how they will administer the processes of their city court, what is most efficient and what functions they wish a Marshal's Office to perform.

**July 17; Dionne Anglin, Fox 4; Allen Manning, WFAA;** inquiries related to a family dog quarantined at Dallas Animal Services

**City Response:** A dog owned by a Dallas family was quarantined between July 5 through July 15 after it was reported to have bitten the owner's family member. Per State law, dogs involved in a reported bite incident must be quarantined and examined for rabies.

On July 16, the family notified Dallas Animal Services (DAS) of the presence of ticks on their dog. An immediate review of DAS kennels was conducted and it was discovered that 30 of the 500 animal kennels at the shelter, all within the quarantined dog area for bite dogs, had a tick issue between dogs.

Tuesday, all dogs in the quarantine room were given tick protection medicine to resolve the issue. Dallas Animal Services' primary focus is the care of our animals. Immediate action was taken once the issue was brought to our attention. Moving forward, tick prevention medicine will be administered to all dogs that come into DAS' care. Additionally, the 30 quarantine kennels are also being treated for tick prevention.

**July 18; Lori Brown, Fox 4;** We are working on a story about Valley View Mall. Can we please speak with Chhunny Chhean, or someone with the city, regarding the code enforcement issues as the mall stands now?

**City Response:** The City sent letters to two property owners at Valley View Mall to address the Code violations there, including the partial demolition sites. The property owners took steps to secure the demolition sites from unauthorized entry and pulled permits to finish the demolition and otherwise bring the properties up to Code. The City is still in active discussion with both property owners and will take additional enforcement measures, as needed, to address continuing Code violations.

**July 18; Jobin Panicker, WFAA;** questions regarding the dog quarantined at DAS

**City Response:**

- Do we know what kind of ticks these were?
  - o Not determined at this time
- What type of preventative was administered to the dogs?



### City of Dallas

- All dogs were given Bravecto. Additionally, we are using Advantage spay as a supplementary measure on an ad hoc basis.
- How much does that cost; is that cost passed to the owner?
  - About \$28 per dog, and no, that is not passed to the owner.
- Are cats and other animals also treated for ticks?
  - Again, only the 30 quarantined dog kennels of our 500 dog kennels were impacted upon our immediate investigation. However, if an any animal shows signs of ticks, we have always administered treatment immediately.

**July 19; Jack Fink, CBS 11;** regarding the Margaret McDermott bridge; what is the next step? Who's court is the ball in?

**City Response:** The City has requested pricing and schedule estimates through TxDOT for the alternatives suggested by the Engineer of Record.

**July 19; Nicole Johnson, CW33;** I am a reporter with CW33, and I am hoping for a comment about something that's going around online!

Here's the link: <http://justsavethedog.com/call-and-email-dallas-city-council/>

We are speaking to someone with "Just Save The Dog" about how they want the city to designate funding for an animal cruelty investigation unit.

We are wondering if the city is aware of this petition?

Is this something the city would consider?

Any additional comments about the matter?

**City Response:** The City of Dallas is aware of the petition. Currently, the Dallas Police Department and Dallas Animal Services refer all cases of animal cruelty to the SPCA and Dallas County District Attorney for investigation. City staff continues to have meaningful dialog with Dallas animal advocates to discuss additional ways to better address animal cruelty concerns in Dallas.

**July 20; Jack Fink, CBS 11;** I heard through the grapevine that the city is considering opening the McDermott bike/pedestrian bridges even as the repairs are being discussed. Is that true? Timetable?

**City Response:** The City has asked the Engineer of Record to develop several options, some of which include a partial opening of the bridge. At this time, there has been no decision.

### Dallas Police media:

**July 21; Fox 4, NBC 5, WFAA, CBS 11, DMN;** inquiries related to an officer involved accident

**City Response:** On Saturday, July 21, 2018, at approximately 5:30 a.m., Dallas motorcycle officers were assigned to escort the body of Senior Corporal Tyrone Andrews from Laurel Land Funeral Home to a location in East Texas. During the escort, Senior Corporal Earl "Jamie" Givens positioned himself to block oncoming traffic to the eastbound entrance ramp to Interstate 20 at Bonnie View Road. Senior Corporal Givens was stationary on his motorcycle with his emergency lights on when the driver of a Kia Sportage struck the officer at a high rate of speed. Fellow officers immediately turned around and began rendering aid to Senior Corporal Givens



## City of Dallas

until Dallas Fire and Rescue arrived. Senior Corporal Givens was transported to Baylor Hospital where he was pronounced deceased.

The driver of the Kia Sportage collided into the concrete divider and remained at the scene where he was subsequently arrested for suspicion of DWI. He has been identified as a 25-year-old Black male.

Senior Corporal Earl "Jaimie" Givens, #5484, is a 32 year veteran of the department and was assigned to the Traffic Unit. Please keep Senior Corporal Givens' family and friends in your thoughts and prayers.

The suspect in this incident has been identified as Adrian Breedlove, Black male 25 years old. He is currently in jail and charged with Intoxicated Manslaughter and Unlawful Carrying of a Weapon. This incident is documented on Case #159487-2018.

**July 22; Fox 4, NBC 5, WFAA, CBS 11, DMN;** inquiries related to a pedestrian struck on Good Latimer Expy.

**City Response:** On July 21, 2018, at approximately 11:46pm City of Dallas Streets employee B/M 50 was in the process of completing work on the left lane of northbound 800 S. Good Latimer Expressway. He was standing behind his City vehicle, wearing a reflective traffic vest while in the left lane of southbound S. Good Latimer when the arrestee, Daisy Smith W/F 30, took faulty evasive action and struck the City worker. The City worker was transported to an area hospital and is currently listed in critical condition as a result of injuries sustained in the accident. The arrestee fled the scene failing to stop and render aid and pulled over approximately 1 mile away. After calling relatives and a friend, the arrestee called 911 and reported her location approximately 20 minutes after the accident. The arrestee was found to be under the influence of alcohol and was placed under arrest for Intoxication Assault and FSRA. This incident is documented on Case #s 160094-2018 and 160095-2018.

**July 22; Fox 4, NBC 5, WFAA, CBS 11, DMN;** inquiries related to six juveniles arrested for robberies

**City Response:** Many of you have been asking about the arrest of the suspects in the Aggravated Robbery offense that occurred on Stevens Bluff. There were 6 juveniles arrested by Mesquite PD for this offense. It was also determined that these suspects were also involved in three other robbery offenses on Case #s 160128-2018, 160149-2018, and 160162-2018.

July 22nd at approximately 12:45am officers responded to an apartment complex at 3055 W. Pentagon Parkway where suspects took the complainant's vehicle, a black Chevy Malibu, at gunpoint. Case #160128-2018.

Officers responded to a Robbery call in the 900 block of Elisabeth Avenue. The victim was walking home when a black Chevy pulled up alongside of him and 6 suspects exited the vehicle and circled around the victim. The suspects demanded the victim's property at gunpoint. The suspect punch the victim and subsequently took his property. This is documented on Case #160149-2018.

The next incident occurred on Stevens Bluff on Case #160155-2018. The narrative was provided earlier.

At approximately 12:40am, the suspects committed another robbery. The victim, a Domino's Pizza delivery employee, was sent to deliver a pizza in the 2300 block of Crow Creek Circle when he was approached by the 6 Black male suspects. The suspect began yelling at the victim



### City of Dallas

with one suspect carrying a shotgun. The suspect began striking the victim and subsequently took the cash the victim was carrying. The suspect then fled after a failed attempt to take the victim's vehicle. Case #160162-2018.

The suspect drove into Mesquite where Mesquite PD located the suspects driving the black Chevy Malibu. Mesquite PD attempted a traffic stop, but the suspect fled. Mesquite Pd chased suspects until the suspects eventually crashed into a fence in the 2000 block of Rayburn where all 6 suspects were taken into custody. The suspects were turned over to Dallas detectives. Weapons were recovered. All suspects are juvenile and therefore their names will not be released.



City of Dallas  
Dallas Fire-Rescue Department  
Media Requests: July 16, 2018 – July 22, 2018.

**Tuesday, July 17<sup>th</sup>: All local media outlets** – Can we please have information on a Water Rescue you all are conducting in the Trinity River

**City Response**: At 2:29 p.m. Dallas Fire-Rescue units were assigned to a Water Rescue, at South Central Expressway and Great Trinity Forest Way, after witnesses spotted an 11 year-old boy walk out of the woods and into the Trinity River. As he made his way across, he became trapped in mud and was unable to free himself. A female, who witnessed the act, and a Dallas Police Officer were able to make it to the boy and keep him above water until DFR tied them off and pulled them to safety. Though the boy didn't suffer any injuries, and wasn't visibly shaken by the incident, he was taken to a local hospital for evaluation and observation

**Friday, July 20<sup>th</sup>: Sent to all the local media, and posted to DFR social media platforms.**

**Detail**: On Friday, July 20<sup>th</sup>, Dallas Fire-Rescue received a State of Texas Assistance Request (STAR) to provide equipment and personnel to assist with wildfire suppression efforts, at the Waggoner Ranch Fire, in Baylor County, Texas; which began on Sunday, July 15<sup>th</sup>. DFR deployed a two-member team, with one Type IV Booster Truck to help. According to the Texas A&M Forest Service, at the time of the request, the fire was approximately 5,200 acres in size, only 25% contained, with no estimate on their deployment duration. The fire ended up expanding to 5,880 acres; but as of Sunday, July 22<sup>nd</sup>, at 6:30 p.m., it was 100% contained.