

Memorandum



DATE August 13, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

SUBJECT **Municipal Management District Board Appointments and Nominations**

Please note the following appointments and nominations to the City's municipal management district.

- Cypress Waters MMD Board of Directors: In accordance with Special District Local Laws Code Section 3874.051 (2), I appoint Majed Al-Ghafry, Assistant City Manager to the Cypress Waters MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I appoint Raquel Favela, Chief of Economic Development and Neighborhood Services, the Cypress Waters MMD Board of Directors.
- North Oak Cliff MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I appoint Majed Al-Ghafry, Assistant City Manager to the North Oak Cliff MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I appoint Raquel Favela, Chief of Economic Development and Neighborhood Services, to the North Oak Cliff MMD Board of Directors.
- Trinity River West MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I nominate Terry Lowery, Director of Dallas Water Utilities, to the Trinity River West MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I nominate Sarah Standifer, Assistant Director – Stormwater Division of Dallas Water Utilities Department to the Trinity River West MMD Board of Directors. In accordance with Special District Local Laws Code Section 3874.051 (2), I nominate James McGuire, Managing Director of the Office of Environmental Quality and Sustainability, to the Trinity River West MMD Board of Directors.



T.C. Broadnax
City Manager

c: Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Biliera Johnson, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizar 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

Memorandum



CITY OF DALLAS

DATE August 17, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Census 2020 Talking Points for Budget Town Halls**

As Councilmember Thomas communicated earlier this week, the first Complete Count Committee (CCC) meeting for the 2020 Census was held on Wednesday evening. The meeting was well attended and the CCC members are excited to participate in this endeavor.

Below are talking points about the Census and its importance for your reference as you are out speaking in the community. Additionally, the attached document will be available at the various City of Dallas Budget Town Halls.

Census 2020 Talking Points for Budget Town Halls

- The U.S. Constitution requires that each decade we take a count of America's population.
- The census provides vital information for our community, including the number of representatives each state gets in Congress, and Census information is used to plan for a variety of resident needs including new roads, schools and emergency services.
- Texas receives \$43,334,650,874 in federal grant funds each year based on census data for programs.
- Every person not counted in the 2020 Census in Texas will result in a loss of \$1,578 per person, per year for a decade.
- Our goal is to ensure that the City of Dallas' Census count is as accurate and representative of its citizens as possible.
- The goal is to count everyone once, only once, and in the right place.
- The City of Dallas' Complete Count Committee, headed by Councilman Casey Thomas, will focus on increasing awareness about the Census to motivate residents to respond.
- Census 2020 will make it easier for people to self-respond. There will be three ways to complete the Census form – online, by phone or by paper questionnaire.
- The Census is safe and important! The US Census Bureau cannot and will not share personally identifiable information with any outside agency or organization – no data sharing with federal agencies, ICE, law enforcement, housing/apartment managers.
- Federal law protects the confidentiality of all the information the Census Bureau collects. Unauthorized disclosure of census data can result in up to 5 years imprisonment or a \$250,000 fine (or both) – Title 13 of the U.S. Code.
- Please help spread the word to our community about the importance of the Census.

DATE August 17, 2018

SUBJECT **Census 2020 Talking Points for Budget Town Halls**



Kimberly Bizon Tolbert
Chief of Staff

cc: TC Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
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The 2020 Census at a Glance



The U.S. Constitution requires that each decade we take a count—or a census—of America's population. The 2020 Census goal is to count everyone once, only once, and in the right place.

The census provides vital information for you and your community.

- It determines how many representatives each state gets in Congress.
- Communities rely on census statistics to plan for a variety of resident needs including new roads, schools, and emergency services.
- Businesses use census data to help provide more local jobs and places to shop.

Each year, the federal government distributes hundreds of billions of dollars to states and communities based on U.S. Census Bureau data.

In 2020, we will introduce new technology to make it easier than ever to respond to the census. For the first time, you will be able to respond online, by phone, or by mail. We will use data that the public has already provided to cut down on household visits. And, we are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.

The Census Bureau is the leading source of statistical information about the nation's people. We provide snapshots on population size and growth and detailed portraits of our changing communities.



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
census.gov

Foundation of a Successful Census



Establish Where To Count

- Using aerial imagery and in-field work to identify new homes and buildings
- Partner with U.S. Postal Service
- Local governments input through the Boundary Annexation Survey and Local Update of Census Addresses
- Comprehensive review of all addresses



Motivate People To Respond

- Partner with community leaders and trusted voices
- Use tailored messages
- Encourage self-response



Count The Population

- Respond online, by phone, or by mail
- Visit households that do not respond
- Online forms in multiple languages
- Mailed Individual Census ID is not required for online response



Release Census Results

- Deliver apportionment counts to the President by December 31, 2020
- Release counts for redistricting by April 1, 2021
- Make it easier for the public to access data



50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing “intelligent” maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as backup for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English-language proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

Memorandum



CITY OF DALLAS

DATE August 17, 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 June 2018. This report forecasts revenues and expenditures to the end of the current fiscal year (9/30/18).

After nine months of this fiscal year, we forecast general fund revenues will be \$8.8 million over the amended budget and expenses will be \$991,000 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 continues to refine year-end projections and is forecast to exceed budget by \$10.0 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. On April 25, City Council increased the general fund budget by \$3.7 million to offset DFR's overtime expense with savings from other general fund departments. We plan to use additional year-end savings from other general fund departments and 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. 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

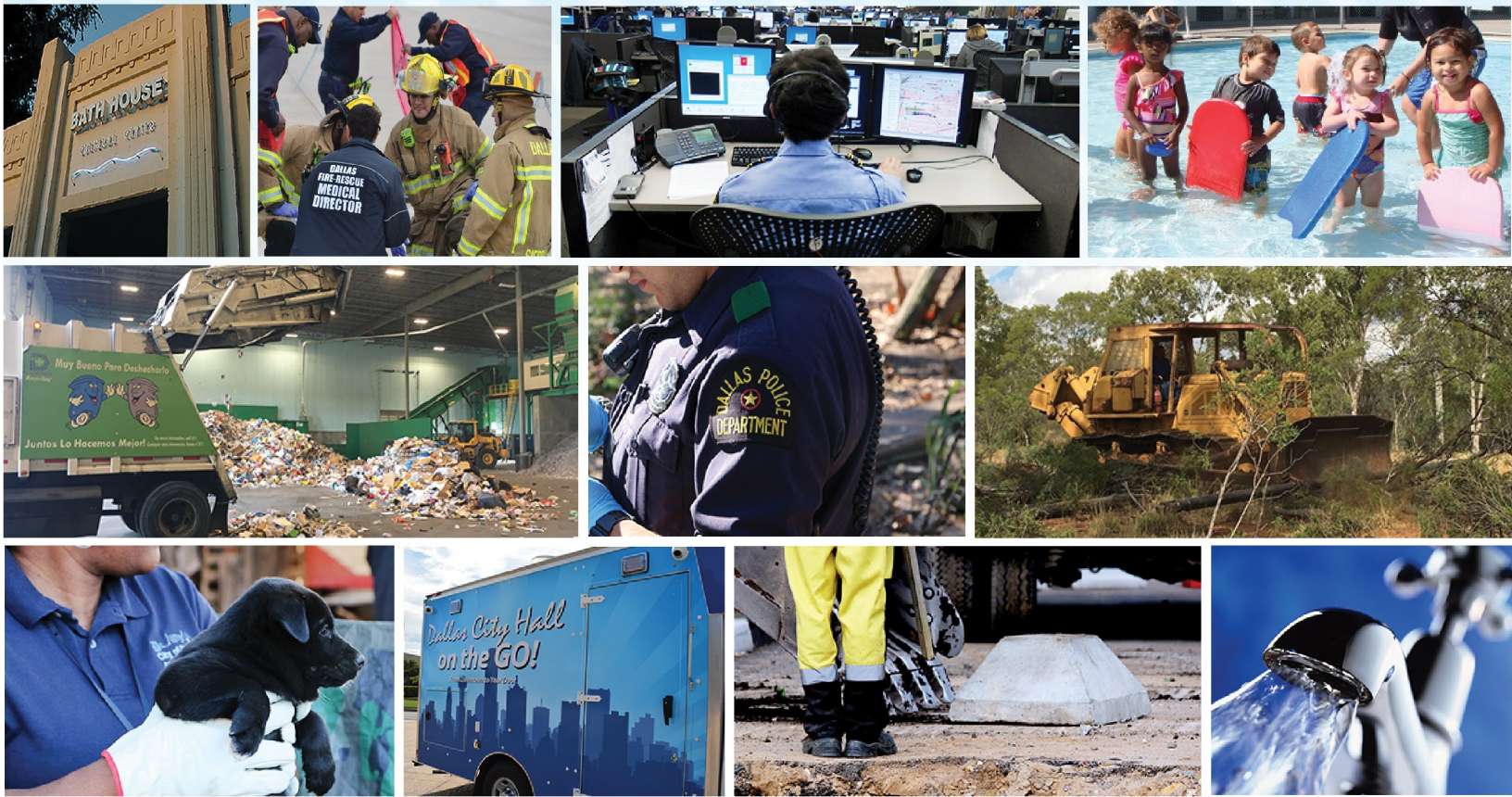
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FY 2017-18 FINANCIAL FORECAST REPORT

Information as of June 30, 2018

SERVICE FIRST



GENERAL FUND OVERVIEW

As of June 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	1,030,055,988	1,291,339,582	8,826,694
Expenditures	1,276,420,942	1,282,512,888	859,303,648	1,283,504,073	991,185
Ending Fund Balance	\$160,617,192	\$160,617,192		\$179,583,313	\$18,966,121

SUMMARY

The General Fund overview provides a summary of financial activity through June 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 June 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 June 30, 2018, General Fund revenues are projected to be above budget by \$8.8 million primarily due to electric, fiber optic, and natural gas franchise fees; sales tax; interest, Fire Watch fees; and a new contract with the State Fair for patrol services.

Expenditures. Through June 30, 2018, General Fund expenditures are projected to be above budget by \$991,000. The primary driver of the overrun is greater than anticipated use of overtime by Dallas Fire-Rescue.

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 Wylie 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 Wylie Theatre;
- 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 June 30, 2018

Revenue Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Property Tax ¹	\$652,067,958	\$653,667,958	\$650,616,847	\$653,733,742	\$65,784
Sales Tax ²	303,349,086	303,349,086	177,037,973	304,904,662	1,555,576
Franchise & Other ³	135,319,609	135,319,609	103,807,582	140,096,576	4,776,967
Charges for Services ⁴	103,578,036	104,878,036	53,421,623	106,811,573	1,933,537
Fines and Forfeitures ⁵	36,515,082	36,515,082	18,141,529	35,277,471	(1,237,611)
Operating Transfers In ⁶	22,777,865	24,747,248	9,453,237	24,747,248	0
Intergovernmental	9,548,046	9,667,609	3,532,437	9,682,641	15,032
Miscellaneous ⁷	6,580,004	7,683,004	6,988,562	8,061,171	378,167
Licenses & Permits	4,668,685	4,668,685	3,960,094	4,673,151	4,466
Interest ⁸	2,016,571	2,016,571	3,096,105	3,351,348	1,334,777
Total Revenue	\$1,276,420,942	\$1,282,512,888	\$1,030,055,988	\$1,291,339,582	\$8,826,694

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 3.53 percent (\$4,777,000) over budget primary due to electric, fiber optics, and natural gas.

4 Charges for Service. Charges for services revenues are forecast to be 1.84 percent (\$1,934,000) greater than budget primarily due to \$1.4 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 fees 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 (\$1,238,000) 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 repairs related to the

VARIANCE NOTES

theater automation system at the Dee and Charles Wyly Theatre.

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 66.2 percent (\$1,335,000) over budget based on current trends.

GENERAL FUND EXPENDITURES

As of June 30, 2018

Expenditure Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	\$233,174,548	\$235,953,394	\$157,025,033	\$225,036,194	(\$10,917,200)
Civilian Overtime	6,087,198	6,079,044	6,571,123	9,085,037	3,005,993
Civilian Pension	33,654,027	33,952,850	22,853,750	32,274,341	(1,678,509)
Uniform Pay	397,751,284	401,698,616	280,831,934	390,251,633	(11,446,983)
Uniform Overtime	32,141,841	35,897,371	36,165,675	51,336,958	15,439,587
Uniform Pension	151,450,013	153,665,564	108,253,065	153,665,564	0
Health Benefits	62,526,985	62,812,518	42,967,378	62,768,989	(43,529)
Workers Comp	10,211,638	10,211,638	0	10,209,171	(2,467)
Other Personnel Services	11,798,743	11,952,376	7,797,320	12,562,975	610,599
Total Personnel Services ¹	938,796,277	952,223,371	662,465,278	947,190,862	(5,032,509)
Supplies ²	76,688,160	77,679,249	52,598,199	78,448,549	769,300
Contractual Services ³	341,963,586	342,885,382	176,622,042	350,539,212	7,653,830
Capital Outlay ⁴	8,000,250	8,329,492	4,905,488	9,846,780	1,517,288
Reimbursements ⁵	(89,027,331)	(98,604,606)	(37,287,358)	(102,521,330)	(3,916,724)
Total Expenditures	\$1,276,420,942	\$1,282,512,888	\$859,303,648	\$1,283,504,073	\$991,185

VARIANCE NOTES

1 Personnel Services. Current year-end forecast is \$5 million below budget primarily due to civilian vacancy savings. Uniform overtime YE forecast assumes \$11.5 million for the Dallas Fire Rescue and \$3.9 million for Dallas Police Department. 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 \$769,000 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 \$7.7 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 June 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	\$20,584,566	\$28,667,529	\$0
City Attorney's Office	16,788,175	16,788,175	11,521,754	16,726,946	(61,229)
City Auditor's Office ¹	3,360,043	3,360,043	2,086,955	3,090,265	(269,778)
City Controller's Office	5,351,812	5,379,331	4,062,359	5,379,331	0
Independent Audit	891,157	891,157	0	891,157	0
City Manager's Office	2,266,902	2,344,267	1,669,281	2,239,664	(104,603)
City Secretary ²	2,367,327	2,703,024	1,829,106	2,766,194	63,170
Civil Service ³	3,080,815	3,080,815	1,993,562	3,146,870	66,055
Code Compliance	30,438,826	30,438,826	19,617,652	29,988,826	(450,000)
Court Services	11,627,393	11,627,393	8,765,200	11,321,999	(305,394)
Jail Contract	8,484,644	8,484,644	5,656,429	8,484,644	0
Dallas Animal Services	14,007,159	14,007,159	10,508,931	13,997,902	(9,257)
Dallas Fire-Rescue ⁴	267,026,909	270,726,909	199,239,153	280,612,397	9,885,488
Dallas Police Department ⁵	465,522,805	464,648,484	320,839,839	460,177,974	(4,470,510)
Housing and Neighborhood Services ⁶	3,668,283	4,010,682	2,727,340	4,010,682	0
Human Resources	5,234,618	5,234,618	3,977,899	5,187,707	(46,911)
Judiciary	3,454,079	3,454,079	2,589,656	3,454,079	0
Library	31,279,877	31,279,877	22,160,498	30,903,126	(376,751)
Office of Management Services					
311 Customer Services ⁷	3,509,120	3,569,390	2,378,100	3,350,284	(219,106)
Center for Performance Excellence	1,265,811	1,265,811	998,465	1,265,811	0
Council Agenda Office	224,495	247,782	135,518	247,782	0
EMS Compliance Program	340,988	340,988	206,249	329,580	(11,408)
Ethics and Diversity	97,631	119,855	45,764	119,855	0
Fair Housing ⁸	278,274	397,837	306,013	397,837	0
Office of Strategic Partnerships ⁹	726,947	3,126,947	610,278	2,985,762	(141,185)
Office of Business Diversity ¹⁰	793,297	793,297	531,480	752,200	(41,097)
Office of Community Care ¹¹	4,932,564	5,001,285	3,195,667	4,914,362	(86,923)
Office of Emergency Management	715,020	715,020	348,426	715,020	0
Office of Environmental Quality ¹²	1,197,487	1,197,487	1,126,536	884,449	(313,038)
Office of Homeless Solutions	10,081,328	10,081,328	7,135,683	10,074,910	(6,418)
Public Affairs and Outreach ¹³	1,666,011	1,400,645	869,454	1,126,225	(274,420)
Resiliency Office	353,875	353,875	234,850	346,386	(7,489)
Welcoming Communities	428,845	428,845	271,733	428,845	0
Mayor and City Council	4,820,561	4,827,575	3,245,201	4,827,575	0
Non-Departmental ¹⁴	77,323,336	77,029,345	12,061,680	76,387,722	(641,623)
Office of Budget	3,406,338	3,406,338	2,357,188	3,337,248	(69,090)
Office of Cultural Affairs ¹⁵	20,268,063	20,899,767	18,674,398	20,899,767	0
Office of Economic Development	4,840,594	4,840,594	3,938,087	4,840,594	0
Park and Recreation	98,005,546	98,269,651	68,955,909	97,274,492	(995,159)
Planning and Urban Design	2,911,297	2,911,297	2,000,012	2,892,067	(19,230)
Procurement Services	2,389,442	2,389,442	1,607,210	2,378,549	(10,893)
Public Works	73,137,927	73,137,927	60,053,424	73,097,374	(40,553)
Sustainable Development	1,656,869	1,656,869	1,640,448	1,605,406	(51,463)
Transportation ¹⁶	44,325,574	44,440,574	25,957,845	44,440,574	0
Trinity Watershed Management	1,302,754	1,302,754	587,849	1,302,754	0
Total Departments	\$1,264,441,401	\$1,271,279,537	\$859,303,648	\$1,272,270,722	\$991,185
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 ¹⁷	2,650,000	1,903,810	0	1,903,810	0
Total Expenditures	\$1,276,420,942	\$1,282,512,888	\$859,303,648	\$1,283,504,073	\$991,185

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 \$270,000 below budget due to salary savings associated with vacancies.

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). City Secretary Office's expenditures are forecast to be \$63,000 greater than budget primarily due to an office expansion needed to accommodate the new open records division.

3 Civil Service. Civil Service expenditures are forecast to be \$66,000 greater than budget due to a nationwide search for the vacant Civil Service Director position and replacement costs for damaged Civil Service Board Room audio and recording equipment.

4 Dallas Fire-Rescue. Dallas Fire-Rescue 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-Rescue expenditures are forecast to be \$10 million greater than budget primarily due to uniform overtime expenses. The primary 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.

5 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 \$4,471,000 below budget primarily due to hiring fewer officers than planned in FY 2017-18 and unplanned uniform attrition at the end of FY 2016-17.

6 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.

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. 311 Customer Services is forecast to be \$219,000 under budget primarily due to salary savings from vacancies.

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. Office of Strategic Partnerships expenditures are forecast to be \$141,000 below budget due to salary savings and lower than projected contractual service expenditures.

10 Office of Business Diversity. Office of Business Diversity expenditures are forecast to be \$41,000 below budget due to salary savings associated with vacancies.

11 Office of Community Care. Office of Community Care's budget was increased by \$87,000 on April 25, 2018 by ordinance 30843 for unbudgeted contract temporary help, overtime, and building maintenance expenses.

VARIANCE NOTES

12 Office of Environmental Quality. Office of Environmental Quality is forecast to be \$313,000 under budget due to salary savings associated with vacancies and frequent turnover in key positions.

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 \$274,000 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 \$642,000 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 Wylie 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 \$742,000 were allocated to Building Services (\$77,000), the City Controller's Office (\$27,000), the City Manager's Office (\$77,000), the City Secretary's Office (\$70,000), Housing and Neighborhood Revitalization (\$177,000), City Agenda Office (\$21,000), Ethics and Diversity (\$22,000), Mayor and Council (\$7,000), and Park and Recreation (\$264,000) for personnel related expenditures, primarily unbudgeted vacation/sick termination payments.

ENTERPRISE FUNDS

As of June 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
AVIATION					
Beginning Fund Balance	\$13,811,768	\$13,811,768		\$14,111,807	\$300,039
Total Revenues:	127,028,405	127,028,405	90,990,320	127,133,158	104,753
Total Expenditures:	127,028,405	127,028,405	78,270,754	127,028,405	0
Ending Fund Balance	\$13,811,768	\$13,811,768		\$14,216,560	\$404,793
CONVENTION AND EVENT SERVICES¹					
Beginning Fund Balance	\$32,258,124	\$32,258,124		\$33,234,399	\$976,275
Total Revenues:	97,787,266	101,187,266	71,559,036	104,430,364	3,243,098
Total Expenditures:	97,787,266	99,371,106	59,906,710	104,430,364	5,059,258
Ending Fund Balance	\$32,258,124	\$34,074,284		\$33,234,399	(\$839,885)
MUNICIPAL RADIO²					
Beginning Fund Balance	\$1,217,847	\$1,217,847		\$1,087,586	(\$130,261)
Total Revenues:	2,098,813	2,098,813	1,388,955	2,022,485	(76,328)
Total Expenditures:	2,051,318	2,051,318	1,351,744	1,904,579	(146,739)
Ending Fund Balance	\$1,265,342	\$1,265,342		\$1,205,492	(\$59,850)
SANITATION SERVICES³					
Beginning Fund Balance	\$22,431,707	\$22,431,707		\$29,641,449	\$7,209,742
Total Revenues:	102,279,097	106,579,097	84,408,683	109,056,415	2,477,318
Total Expenditures:	102,279,097	104,419,917	53,871,348	109,056,415	4,636,498
Ending Fund Balance	\$22,431,707	\$24,590,887		\$29,641,449	\$5,050,562
STORM DRAINAGE MANAGEMENT					
Beginning Fund Balance	\$4,546,490	\$4,546,490		\$7,593,575	\$3,047,085
Total Revenues:	55,987,895	55,987,895	42,351,763	55,868,207	(119,688)
Total Expenditures:	55,936,837	55,936,837	34,016,555	55,532,832	(404,005)
Ending Fund Balance	\$4,597,548	\$4,597,548		\$7,928,950	\$3,331,402
SUSTAINABLE DEVELOPMENT AND CONSTRUCTION					
Beginning Fund Balance	\$37,809,029	\$37,809,029		\$43,778,944	\$5,969,915
Total Revenues:	31,711,218	31,711,218	27,202,508	32,431,076	719,858
Total Expenditures:	32,376,190	32,376,190	21,133,931	32,376,190	0
Ending Fund Balance	\$37,144,057	\$37,144,057		\$43,833,830	\$6,689,773
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DALLAS WATER UTILITIES⁴					
Beginning Fund Balance	\$84,788,025	\$84,788,025		\$95,808,193	\$11,020,168
Total Revenues:	667,471,388	667,471,388	475,306,236	671,624,514	4,153,126
Total Expenditures:	667,471,388	667,471,388	401,122,872	649,107,129	(18,364,259)
Ending Fund Balance	\$84,788,025	\$84,788,025		\$118,325,578	\$33,537,553

INTERNAL SERVICES FUNDS

As of June 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
INFORMATION TECHNOLOGY⁵					
Beginning Fund Balance	\$10,959,687	\$10,959,687		\$10,747,503	(\$212,184)
Total Revenues:	67,963,283	67,963,283	43,278,756	68,598,649	635,366
Total Expenditures:	70,242,680	70,242,680	48,535,816	73,953,698	3,711,018
Ending Fund Balance	\$8,680,290	\$8,680,290		\$5,392,454	(\$3,287,836)
Note: FY 2017-18 Budget reflects planned use of fund balance.					
RADIO SERVICES					
Beginning Fund Balance	\$2,537,356	\$2,537,356		\$2,680,270	\$142,914
Total Revenues:	4,823,063	4,823,063	1,125,163	4,839,536	16,473
Total Expenditures:	4,823,063	4,823,063	3,149,139	4,719,230	(103,833)
Ending Fund Balance	\$2,537,356	\$2,537,356		\$2,800,576	\$263,220
EQUIPMENT SERVICES⁶					
Beginning Fund Balance	\$5,611,863	\$5,611,863		\$7,726,208	\$2,114,345
Total Revenues:	52,652,059	54,152,059	34,259,350	56,288,425	2,136,366
Total Expenditures:	52,652,059	54,417,268	33,421,212	56,760,634	2,343,366
Ending Fund Balance	\$5,611,863	\$5,346,654		\$7,254,000	\$1,907,346
EXPRESS BUSINESS CENTER⁷					
Beginning Fund Balance	\$2,011,100	\$2,011,100		\$1,700,445	(\$310,655)
Total Revenues:	4,231,450	4,231,450	2,570,429	3,109,529	(1,121,921)
Total Expenditures:	3,740,420	3,740,420	1,313,278	2,127,831	(1,612,589)
Ending Fund Balance	\$2,502,130	\$2,502,130		\$2,682,143	\$180,013

OTHER FUNDS

As of June 30, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
9-1-1 SYSTEM OPERATIONS⁸					
Beginning Fund Balance	\$5,941,912	\$5,941,912		\$12,060,896	\$6,118,984
Total Revenues:	12,539,195	12,539,195	8,952,317	12,357,090	(182,105)
Total Expenditures:	15,048,378	16,748,378	8,290,372	16,565,924	(182,455)
Ending Fund Balance	\$3,432,729	\$1,732,729		\$7,852,063	\$6,119,334
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DEBT SERVICE⁹					
Beginning Fund Balance	\$13,769,804	\$13,769,804		\$12,613,280	(\$1,156,524)
Total Revenues:	278,149,358	278,149,358	261,326,374	282,544,842	4,395,484
Total Expenditures:	267,322,998	267,322,998	0	263,466,877	(3,856,121)
Ending Fund Balance	\$24,596,164	\$24,596,164		\$31,691,245	\$7,095,081
EMPLOYEE BENEFITS¹⁰					
City Contributions	\$86,088,120	\$86,088,120	\$385,958	\$86,088,120	\$0
Employee Contributions	38,086,396	38,086,396	0	37,624,465	(461,931)
Retiree	30,118,491	30,118,491	11,154,763	31,448,943	1,330,452
Other	0	0	(7,893)	0	0
Total Revenues:	154,293,007	154,293,007	11,532,828	155,161,528	868,521
Total Expenditures:	\$154,293,007	\$154,293,007	\$326,163	\$149,728,266	(\$4,564,741)
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).					
RISK MANAGEMENT¹¹					
Worker's Compensation	\$13,219,304	\$13,219,304	\$0	\$14,050,921	\$831,617
Third Party Liability	10,203,093	10,203,093	0	13,779,511	3,576,418
Purchased Insurance	3,090,183	3,090,183	0	3,002,223	(87,960)
Interest and Other	406,970	406,970	0	0	(406,970)
Total Revenues:	26,919,550	26,919,550	0	30,832,655	3,913,105
Total Expenditures:	\$29,406,225	\$29,406,225	\$1,741,975	\$24,498,409	(\$4,907,816)
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 June 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 \$3.2 million primarily due to greater than projected Hotel Occupancy Tax collections. Expenditures are projected to be \$5.1 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 \$76,000 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 \$147,000 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 \$4.6 million increase in landfill revenues. Sanitation Services revenues are projected to be \$2.5 million over budget primarily due to higher than anticipated residential collection revenues and increased non-contract landfill customer usage. Expenditures are projected to exceed budget by \$4.6 million primarily due to an additional transfer to the Sanitation capital improvement fund, increased landfill equipment usage and repair costs, increased fuel costs, and increased overtime and contracted labor expenses related to high truck driver turnover.

4 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.

5 Information Technology. Information Technology expenditures will exceed revenue to fund an additional technology construction fund transfer using fund balance.

6 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 increased fuel cost and planned use of fund balance to fund a fleet consultant study.

7 Express Business Center. Express Business Center expenditures are projected to be \$1.6 million less than budget and revenues \$1.1 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.

8 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.

9 Debt Service Fund. Debt Service Fund FY 2017-18 YE forecast revenues will exceed budget by \$4.4 million primarily due to property tax collections trending above average and greater than budgeted interest earnings.

VARIANCE NOTES

10 Employee Benefits. Employee Benefits FY 2017-18 YE forecast expenditures are projected to be \$4.6 million below budget primarily due to lower than budgeted medical claim expenses for active employees.

11 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

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Memorandum



DATE August 17, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Animal Cruelty Investigations**

In a collaborative effort to reduce animal cruelty offenses and prosecute offenders in the City of Dallas, the Dallas Police Department (DPD) will be selecting two detectives to serve as animal cruelty investigators. These detectives will be responsible for follow-up investigations throughout the city on animal cruelty offenses. Individuals selected for these positions will have a passion for protecting animals and will work as a team in conjunction with the criminal investigator from the SPCA, Dallas Animal Services, animal advocacy groups, and the District Attorney's office. These investigators will receive specialized training in order to enhance their ability to investigate and present cases to the District Attorney's Office for prosecution. This higher level of service efficiency and accountability will enable the City of Dallas to more actively investigate cases involving animal fighting, animal cruelty and other forms of violence committed against animals.

In addition, changes are being implemented in both 911 and 311 to provide better service when calls are received involving possible animal cruelty. These changes outlined below will enable the city to better track reported instances of cruelty and abuse.

- When a call is received through 911 or 311 a new protocol of questions will be asked of the caller to obtain specific information beneficial to the follow-up investigation. A new specialized signal for animal cruelty has been created when the caller believes the animal's injuries were inflicted through violence.

While DPD hopes to implement these changes as quickly as possible, they are anticipated to take effect following the start of the new fiscal year (October 2018) once the necessary training and other procedural changes are complete. Please contact me if you have any questions or need additional information.

Jon Fortune
Assistant City Manager

cc: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billie Rae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, 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

Memorandum



CITY OF DALLAS

DATE August 17, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Community Meetings for Feedback on Dallas City Code Chapter 27**

In preparation to update the City Council on the implementation of amendments to Chapter 27 – Minimum Property Standards, including the Single Family Rental Registration and Inspection Program, staff will conduct community meetings to gather feedback from stakeholders. Anticipated participants include property owners, property management companies, tenants, industry associations, and anyone else who wishes to express their views. This feedback will be presented to Council as part of the general update on Chapter 27.

The schedule for these meetings is as follows:

- Thursday, August 23, 6-9pm, Nash-Davis Recreation Center, 3710 N. Hampton (West Dallas)
- Monday, August 27, 6-9pm, Harry Stone Recreation Center, 2401 Millmar ((East Dallas)
- Tuesday, August 28, 6-9pm, Pleasant Oaks Recreation Center, 8700 Greenmound (Pleasant Grove)
- Thursday, August 30, 12-2pm, City Hall, Room L1EN/Room D

The meetings will be publicized by Public Affairs & Outreach, the Code Compliance website and social media presence, and through direct emails to registered single family rental property owners and other stakeholders who participated in the original amendment process.

If you have any questions or concerns, please contact me.

A handwritten signature in black ink that reads "Raquel Favela".

Raquel Favela

Chief of Economic Development & Neighborhood Services

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
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Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 17, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for August 22, 2018 Council Agenda**

For your information staff is providing you with the summary below of M/WBE participation for the voting items scheduled for the August 22, 2018 Council Agenda. **The total contract award amount, consisting of 19 agenda items, is \$28.81M, with an overall M/WBE participation of \$10.67M or 37.04%.** As a reminder, the current M/WBE goals are:

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
25.6%	25.0%	36.3%	23.8%	18.0%

Highlighted Items

File No. 18-447 Authorize a three-year service price agreement for pump overhaul and repair services for the Department of Trinity Watershed Management. **This contract utilizes an M/WBE prime and M/WBE sub-contractor and resulted in 100% M/WBE participation on a 23.80% goal.**

File No. 18-450 Authorize a three-year service price agreement, with two one-year renewal options, for public safety uniform alterations. The prime contractor is a woman-owned business and has expressed an interest in becoming M/WBE certified. **At the completion of the M/WBE certification process, this item will result in an estimated 100% M/WBE participation on a 23.80% goal.**

File No. 18-448 Authorize a professional services contract for architectural and engineering services for the schematic design, design development, construction documents, bidding and negotiation, and construction administration phases for renovations at Backman Recreation Center. **This item includes participation from four M/WBE vendors, resulting in 32.03% M/WBE participation on a 25.66% goal.**

File No. 18-449 Authorize a professional services contract for schematic design and engineering services for Phase 1 improvements at Crawford Memorial Park. **This item includes participation from seven M/WBE vendors, resulting in 77.00% M/WBE participation on a 25.66% goal.**

File No. 18-583 Authorize a contract for the construction of street paving, drainage, water and wastewater main improvements. **This item includes participation from four M/WBE vendors, resulting in 52.53% M/WBE participation on a 25.00% goal.**

DATE August 17, 2018
SUBJECT **August 22, 2018 Council Agenda M/WBE Participation Overview**

The City has identified 16 new M/WBE companies participating on the voting items scheduled for the August 22, 2018 Council Agenda. We continue to make consistent progress on diversity participation across City contracting opportunities.

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



Zarin D. Gracey
Interim Managing Director
Office of Business Diversity

c: T.C. Broadnax, City Manager
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Larry Casto, City Attorney
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