

# Memorandum



CITY OF DALLAS

DATE June 6, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **June 10, 2020 City Council FINAL Agenda - Additions/Revisions/Deletions**

On May 29, 2020, a DRAFT City Council Agenda for June 10, 2020 was provided for your review. This memo outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda.

Additional items and deletions to the DRAFT agenda are outlined below, including *revisions* to the FINAL agenda are underlined in blue and *deletions* are strikethrough in red.

## **Additions:**

45. 20-1103 An ordinance amending Chapter 44, "Taxation," of the Dallas City Code by amending Section 44-35 to provide the authorized uses of revenue from the hotel occupancy tax - Financing: No cost consideration to the City
46. 20-1088 A resolution **(1)** authorizing the City Manager to execute the first five-year renewal option to the services contract with The Dallas Convention & Visitors Bureau dba VisitDallas, for convention and public event facility promotion, advertising and tourism development services, for the period beginning October 1, 2020 through September 30, 2025; and **(2)** revising the contract to incorporate an annually declining, pro-forma based Hotel Occupancy Tax allocation for the renewal term - Not to exceed \$79,351,000 - Financing: Convention and Event Services Fund
47. 20-1098 Authorize an agreement with Kansas City Southern (KCS) Railway to implement quiet zone improvements at nine rail crossings in East Dallas along the KCS railroad corridor - Not to exceed \$1,880,722.00 - Financing: Surface Transportation Block Grant Project Fund (\$1,504,577.60) and Street and Transportation (A) Fund (2017 General Obligation Bond Fund) (\$376,144.40)

## **Revisions:**

25. 20-1013 Authorize a three-year cooperative purchasing agreement for the purchase of hardware and software, maintenance, and support for a network security management monitoring and response system for the Department of Information Technology Services with Future Com, Ltd. through the Interlocal Purchasing System cooperative agreement - Not to exceed \$384,727.04 - Financing: ~~Data Services Funds~~ Information Technology Services Funds

DATE June 6, 2020  
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34. 20-729 Authorize the City Manager to purchase community COVID-19 testing services, testing kits, supplies, and laboratory services in response to the COVID-19 pandemic with various suppliers - Not to exceed \$20,000,000 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds

**Agenda Item Nos. 4, 6, 7, 8, 10, 22-34, 41, and 42 have been revised to include the workforce composition information under the M/WBE Information section.**

**Deletions:**

32. 20-970 Authorize Supplemental Agreement No. 2 to increase the service contract with VolunteerNow for volunteer coordination services with background checks and to extend the term from June 15, 2020 to March 14, 2021 - Not to exceed \$35,837.50, from \$393,350.00 to \$429,187.50 - Financing: General Fund
35. 20-1076 A resolution authorizing the appointment of Bank of America, N.A. as the purchaser of a negotiated financing of the Combination Tax and Revenue Certificates of Obligations, Series 2020 in an amount not to exceed \$16,000,000 - Financing: No cost consideration to the City
36. 20-2078 A resolution authorizing the appointment of Bank of America, N.A. as the purchaser in a negotiated financing of the Equipment Acquisition Contractual Obligations, Series 2020 in an aggregate principal amount not to exceed \$33,000,000 - Financing: No cost consideration to the City

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



T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager

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

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO City of Dallas Employees

SUBJECT **Return to Work Phases at City Facilities**

Welcome back employees! We are excited to begin seeing your faces once again. When you return, there will be changes and new policies in place. City staff has been working hard to ensure you feel safe returning to the workplace. Following guidance from the Centers for Disease (CDC) and state direction, we will reopen in a phased approach. Some departments will return on Monday in Phase 1, others June 22 in Phase 2 and July 6 in Phase 3. The return dates are based on your department. Your director or supervisor will share plans and guidelines which may be specific to your department. This memo serves as a brief look into changes employees can expect to see throughout City facilities. For the City's overall Return to Work Plan, you can access that [here](#).

## Before you Return

- If you are sick stay home
- Take your temperature at home
- Complete COVID-19 Return to Work Plan Course at <http://cityuniversity.learningzen.com>

## What to Expect

- Designated specific access points to all City facilities – Employee Only and Public Only Entrances (one way where feasible)
- Employees with garage access will enter through Red/Blue entrances. Employees that do not have garage access will enter through Blue on the plaza through the Exit only door
- Visitors will enter through Blue 1 entrance or Green L1 conference room entrance
- We will be retrofitting high-touch areas
- Signage – we will have signs and foot markers reminding you to keep social distancing, and please no more than two individuals per elevator
- Your desk and workspace may have shifted – this is to keep you at least 6 feet from coworkers

## While at Work

- All employees are required to wear a face covering except when in private workspace, and including when riding in cars, trucks, public transportation, etc.
- Other Personal Protective Equipment such as face shields may be provided to you based on departments and position
- Varied industry specific departments (such as DPD/DFR) will also be taking temperatures with handheld thermometers
- Best practice is to wash hands frequently with soap and water
- Breakrooms can be used to store food, but please no congregating
- We are not returning to normal – shifts may be staggered, we are discouraging in person meetings, online services are still available to residents

As this is all new, we are encouraging your directors to be open and transparent with you about all changes. If you have questions related to your health, our HR Cares Team is here to help you

DATE June 5, 2020

SUBJECT **Return to Work Phases at City Facilities**

and guide you. We are aware that there is still no cure for COVID-19, but we are doing what we can to prevent the spread and keep you safe.



T.C. Broadnax  
City of Dallas

c: Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
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Laila Aleqresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on Love Field Enplanements and Revenues During COVID-19**

This is an update of Dallas Love Field / Department of Aviation's financial impact from COVID-19 and the subsequent economic crisis on the Aviation Fund's end of the year revenue forecasts. These forecasts have been updated since the May 6 City Council's briefing, and may possibly be updated again when the actual information versus the forecasted information are reported in the upcoming months (see attached charts).

In contrast to the budgeted \$157 million for FY19-20, enplanements and revenues have decreased 85% from March 9 – May 15 but have shown a steady increase since May 15. Even though this is still significantly less than last year's actual enplanements, it is trending significantly more than the previous forecast on May 6. We are cautiously optimistic that the remaining months will also trend higher than forecasts bringing Dallas Love Field to 4.9 million enplanements (versus budgeted 8.3 million for FY19-20).

The Department of Aviation has been working with the airlines' forecasts for a 50-60% decrease in original enplanements over the next 90-120 days. With the Departments' efforts to reduce expenses to offset revenue losses and the CARES Act appropriations of \$53.8 million, the Aviation Fund should be balanced for FY19-20.

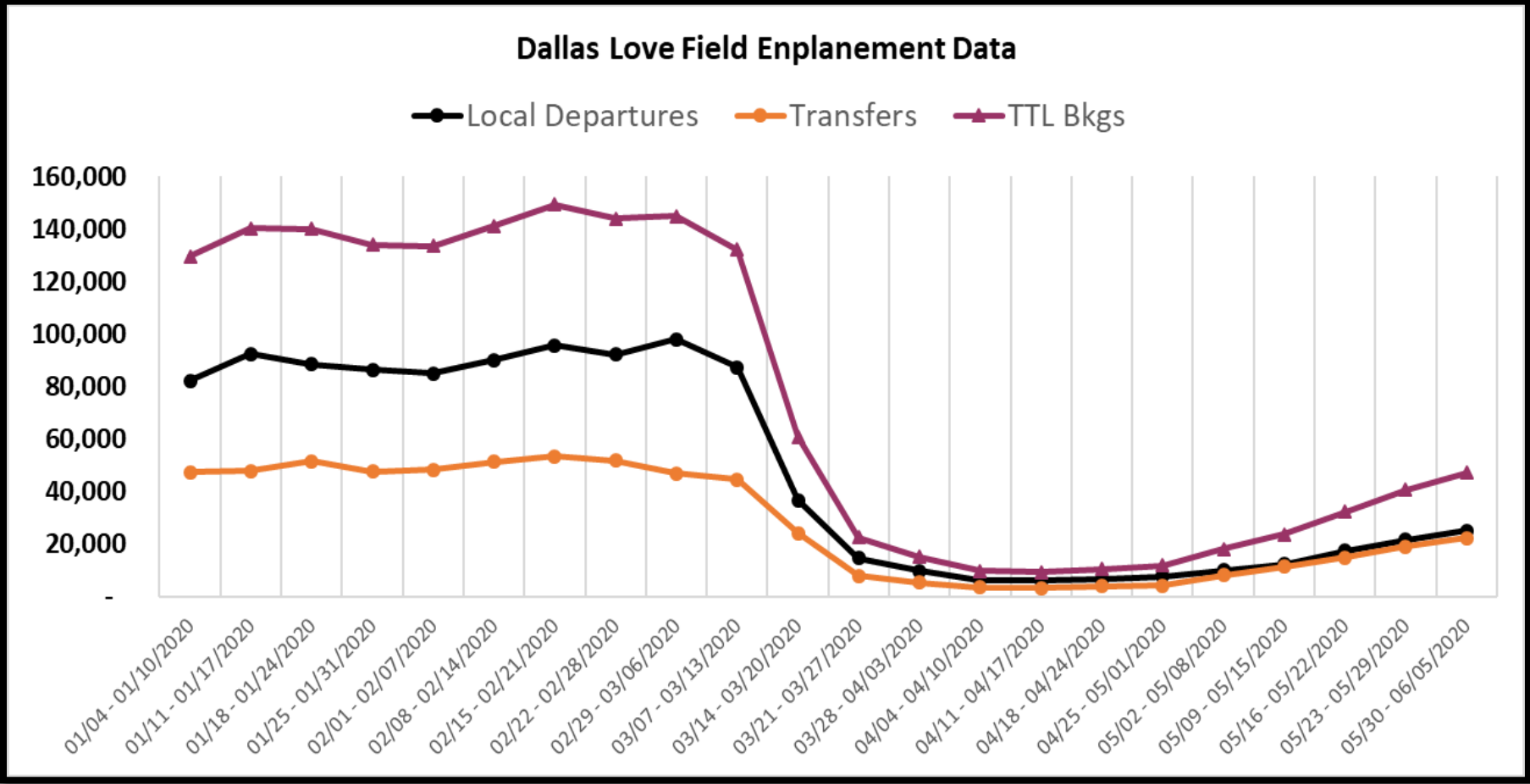
For any questions, please contact Mark Duebner, Director of Aviation, at 214-670-6084.

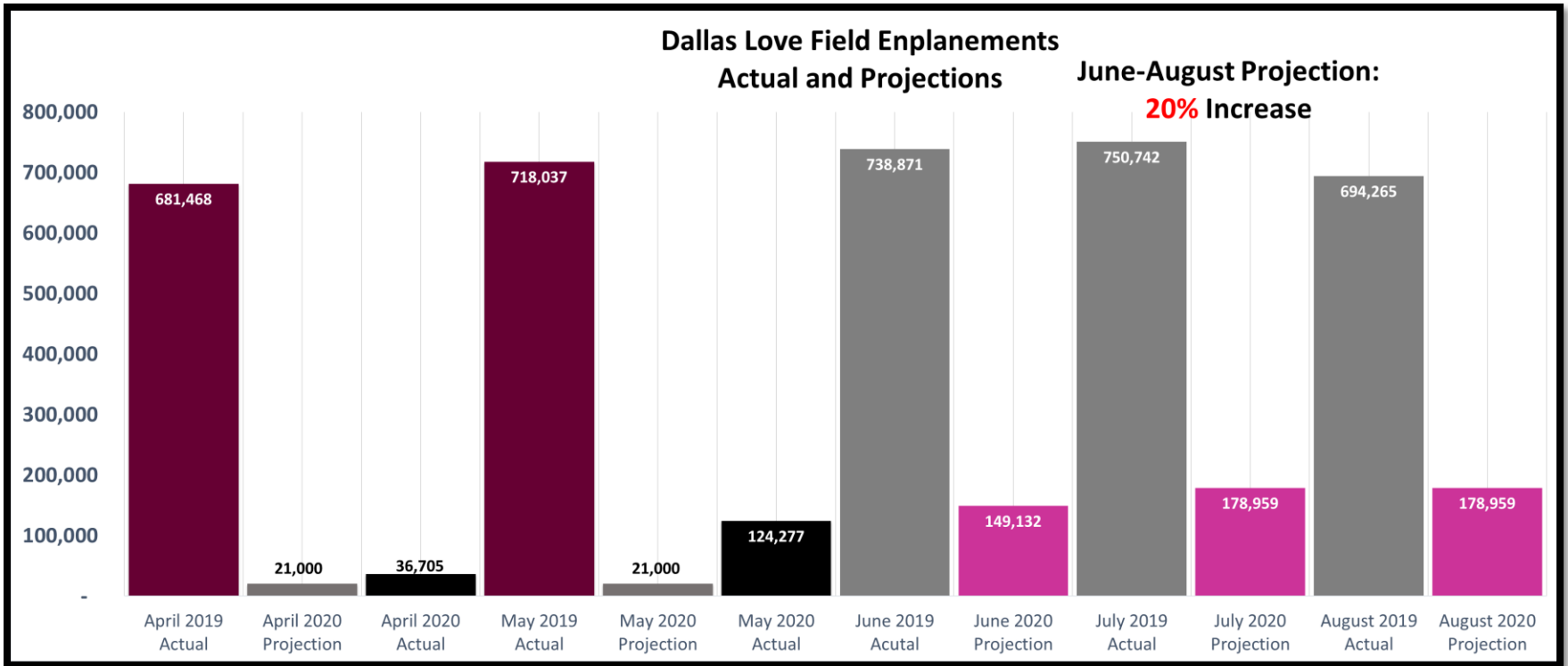
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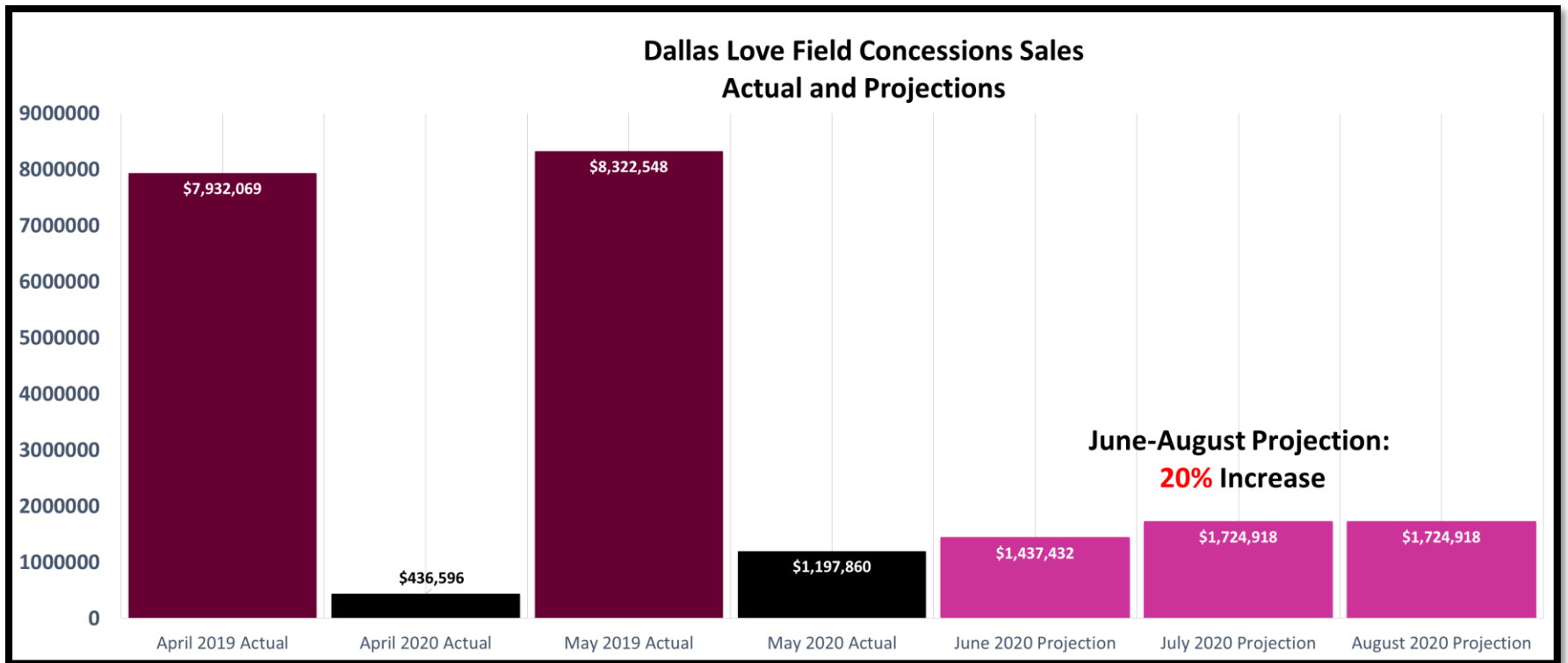
Kimberly Bizer Tolbert  
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Directors and Assistant Directors









# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item: Dallas Fort Worth International Airport**

On April 9, 2020 the Dallas Fort Worth International Airport Board approved a permanent easement for +/- 3.941 acres at the Airport's Northwest property to Oncor Electric Delivery Company to build and maintain electrical infrastructure and is now seeking owner city approval. This item is on the consent agenda for the June 10, 2020 City Council meeting.

The accompanying memo from Dallas Fort Worth International Airport staff further explains the conditions and details of the easement.

If you have any questions or concerns, please contact Brett Wilkinson, Managing Director of the Office of Strategic Partnerships and Government Affairs at [brett.wilkinson@dallascityhall.com](mailto:brett.wilkinson@dallascityhall.com).

A handwritten signature in black ink, appearing to read 'Kimberly Bizer Tolbert'.

Kimberly Bizer Tolbert  
Chief of Staff to the City Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
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Laila Aleqresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

June 10, 2020

To the Honorable Mayor and Members of the Dallas City Council:

The Dallas Fort Worth International Airport Board is requesting that the Owner Cities of Dallas and Fort Worth grant Oncor Electric Delivery Company (Oncor) a permanent easement for +/- 3.941 acres at the Airport's Northwest property to build and maintain electrical infrastructure. Oncor proposes to build a new 138 kV switch station titled "Vineyard Station" which would support electric infrastructure in the area, but also provides electrical redundancy for DFW Airport.

The alignment of the permanent easement will create a severed parcel of land, +/- 0.6622 acres, which Oncor will maintain and pay damages. The property was assessed by a certified third-party appraiser, and based on the appraisal, Oncor will pay DFW Airport total compensation in the amount of \$1,604,123 which includes \$230,763 in damages for the severed parcel of land.

Oncor will construct and maintain the proposed infrastructure on the permanent easement at their sole cost and expense. DFW Airport will not incur any operation or maintenance responsibility as a result of this action. Additionally, Oncor will be responsible for landscaping of the parcel. Should you have any questions on this item, please contact John Brookby, Assistant Vice President of Commercial Development at 972-973-4660.

This item was briefed and approved by the Dallas Fort Worth International Board at the April 9, 2020 meeting. The DFW Airport Board of Directors recommends that the City Councils of Dallas and Fort Worth approve this item.

Sincerely,



Sean Donohue  
Chief Executive Officer  
Dallas Fort Worth International Airport

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Council Members

SUBJECT **Moody's Investors Service Releases Credit Opinion in Update to Credit Analysis of City's 'A1' (Stable) Rating - INFORMATION**

Today, Moody's Investors Service (Moody's) released a credit opinion article regarding recent updates to the credit analysis of the City. According to Moody's report, the 'A1' (stable outlook) rating of the City "has benefited greatly from strong job growth fueling population growth, tax base expansion, revenue growth and increasing operating reserves. The city's credit profile also benefits from ongoing infrastructure investment while the debt burden remains stable relative to its expanding tax base." Regarding the coronavirus outbreak, Moody's states, "we do not see any material immediate credit risks for Dallas because the majority of the city's operating revenues are derived from property taxes, which tend to be more stable, and because the city is actively implementing expenditure cuts to make up the projected revenue shortfall in fiscal 2020."

The report identifies certain credit challenges, such as the "legislative reform that reduces the flexibility to increase property tax revenues," starting in fiscal 2021 and "budgetary pressures over the next few fiscal years stemming from economic contraction resulting from the coronavirus pandemic," and notes the pension plans' contribution caps and investment returns as weaknesses in the City's credit profile. However, the report continues, "The stable outlook reflects the city's strong fiscal management, ample budgetary flexibility and high nominal amount of governmental liquidity that will enable the city to weather the current economic downturn."

This article is not a rating action from Moody's but reflects the City's resiliency and the positive impact of strong leadership, prudent management, and careful consideration in budgeting and fiscal forecasting. Please let me know if you need additional information.

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

M. Elizabeth Reich  
Chief Financial Officer

c: [Attachment]  
T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
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## CREDIT OPINION

5 June 2020

Update

✓ Rate this Research

### Contacts

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Asia Pacific 852-3551-3077

Japan 81-3-5408-4100

EMEA 44-20-7772-5454

# Dallas (City of) TX

## Update to credit analysis

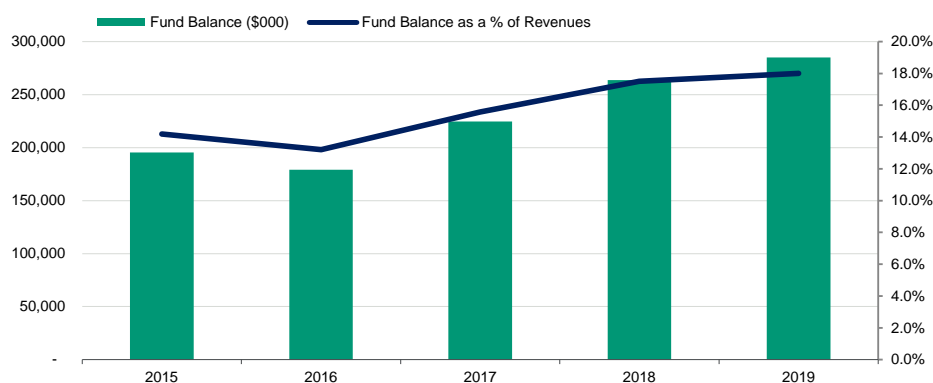
### Summary

The city of Dallas (A1 stable) has benefited greatly from strong job growth fueling population growth, tax base expansion, revenue growth and increasing operating reserves. The city's credit profile also benefits from ongoing infrastructure investment while the debt burden remains stable relative to its expanding tax base. The city's primary credit weakness remains its poorly funded pension plans despite pension reform. The city's pension burden has decreased post-reform, but will grow again because caps to contributions remain below a "tread water" level that would prevent the liability from growing, while investment returns lag plan targets.

We regard the coronavirus outbreak as a social risk under our environmental, social and governance framework, given the substantial implications for public health and safety and the economy. We do not see any material immediate credit risks for Dallas because the majority of the city's operating revenues are derived from property taxes, which tend to be more stable, and because the city is actively implementing expenditure cuts to make up the projected revenue shortfall in fiscal 2020. However, the situation surrounding coronavirus is rapidly evolving and the longer term impact will depend on both the severity and duration of the crisis. If our view of the credit quality of Dallas changes, we will update our opinion at that time.

Exhibit 1

### Operating fund balances increased annually through fiscal 2019



Operating fund balance includes the general and debt service funds, net of restricted amounts in the general fund reporting.  
Source: Moody's Investors Service, city audited financial reports

## Credit strengths

- » Large, rapidly growing and diverse tax base that anchors the Dallas/Fort Worth metroplex
- » Continued annual surpluses have increased operating reserves
- » Ample flexibility to adjust expenditures to maintain healthy reserves
- » Legal flexibility to further adjust pension benefits for current employees on a prospective basis

## Credit challenges

- » Legislative reform that reduces the flexibility to increase property tax revenues starts in fiscal 2021
- » Budgetary pressures over the next few fiscal years stemming from economic contraction resulting from the coronavirus pandemic
- » Longer term budgetary pressures deriving from rising pension costs coupled with maintenance of city services and continued infrastructure investment
- » Elevated pension burden expected to increase due to weak annual contributions and investment returns

## Rating outlook

The stable outlook reflects the city's strong fiscal management, ample budgetary flexibility and high nominal amount of governmental liquidity that will enable the city to weather the current economic downturn. The outlook also considers the reduced pension liabilities, now a few years into reform, though considers that weak annual contributions and investment returns will lead to future increases in the liability and rising pension costs.

## Factors that could lead to an upgrade

- » Material reduction in the Moody's Adjusted Net Pension Liability (ANPL) relative to operating revenues
- » Demonstrated balanced operations inclusive of pension funding at actuarially determined levels

## Factors that could lead to a downgrade

- » Trend of declining operating reserves
- » Trend of pension asset accumulation that lags targets; increases to the ANPL and weakened annual contributions
- » Significant increase to the debt burden

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on [www.moody's.com](http://www.moody's.com) for the most updated credit rating action information and rating history.

## Key indicators

Exhibit 2

Dallas (City of), TX	2015	2016	2017	2018	2019
<b>Economy/Tax Base</b>					
Total Full Value (\$000)	\$93,138,211	\$100,318,937	\$110,387,629	\$118,314,678	\$130,080,986
Population	1,260,688	1,278,433	1,300,122	1,318,806	1,318,806
Full Value Per Capita	\$73,879	\$78,470	\$84,906	\$89,713	\$98,635
Median Family Income (% of US Median)	71.1%	71.6%	72.3%	73.7%	73.7%
<b>Finances</b>					
Operating Revenue (\$000)	\$1,377,442	\$1,355,442	\$1,441,984	\$1,506,713	\$1,583,747
Fund Balance (\$000)	\$195,532	\$178,987	\$224,582	\$263,690	\$285,100
Cash Balance (\$000)	\$198,819	\$187,938	\$215,589	\$245,393	\$311,602
Fund Balance as a % of Revenues	14.2%	13.2%	15.6%	17.5%	18.0%
Cash Balance as a % of Revenues	14.4%	13.9%	15.0%	16.3%	19.7%
<b>Debt/Pensions</b>					
Net Direct Debt (\$000)	\$1,854,845	\$1,933,095	\$1,804,061	\$2,057,083	\$2,306,237
3-Year Average of Moody's ANPL (\$000)	\$6,476,453	\$7,117,560	\$7,974,113	\$7,599,576	\$6,929,342
Net Direct Debt / Full Value (%)	2.0%	1.9%	1.6%	1.7%	1.8%
Net Direct Debt / Operating Revenues (x)	1.3x	1.4x	1.3x	1.4x	1.5x
Moody's - adjusted Net Pension Liability (3-yr average) to Full Value (%)	7.0%	7.1%	7.2%	6.4%	5.3%
Moody's - adjusted Net Pension Liability (3-yr average) to Revenues (x)	4.7x	5.3x	5.5x	5.0x	4.4x

Cash and fund balances include the general fund and debt service funds

Source: Moody's Investors Service

## Profile

The city of Dallas is the ninth largest city in the US and the third largest in Texas behind Houston (Aa3 stable) and San Antonio (Aaa stable). The city serves as the anchor to the Dallas-Fort Worth metroplex. The current population is approximately 1.3 million.

## Detailed credit considerations

### Economy and tax base: large and diverse economy anchors Dallas/Fort Worth metro area

The coronavirus is driving an unprecedented economic slowdown which is impacting the city of Dallas. We currently forecast US GDP to decline significantly during 2020 with a gradual recovery commencing toward the end of the year. Local governments with the highest exposure to tourism, hospitality, healthcare, retail, and oil and gas could suffer particularly severe impacts. Given that Dallas is a large and diverse economy, these are industries, among many, that operate within the city and are being negatively impacted. Dallas continues to have the largest job base in the metro area, serving as a home to many fortune 500 companies and a daytime population that increases by an estimated 20% relative to resident population. Unemployment in the city had been incredibly low over the past several years, tracking around 3.4% for the past few years, though increased to 4.4% as of March 2020 and will reflect a greater increase as April and May data is released.

Prior to the coronavirus pandemic, the city continued to grow rapidly with job creation that surpassed state and national rates, driving strong population growth, high demand for commercial and residential property and robust tax base growth. As of fiscal 2020, the city's tax base grew to \$140.2 billion, up nearly 8% year over year. Over the past five years the city's tax base has grown an average of 8.5%. While the economic impacts of the pandemic will likely negatively impact the pace of new construction as well as property values, this will not hit the tax base until fiscal 2022 given the lag in property valuation. Fiscal 2021 (January 1, 2020 assessment date) preliminary assessed values increased 14.3% although certified values are likely to be lower.

### Finances and liquidity: ample budgetary flexibility and healthy reserves help city weather downturn

Strong revenue growth and increasing reserves serve the city well in managing the expected revenue loss through fiscal 2020 and 2021. Coupled with the city's strong financial trends, ample budgetary flexibility is enabling the city to enact expenditure controls in

the current fiscal year in order to maintain relatively stable reserves. Longer term, the city's financial position will be challenged by balancing increasing pension and public safety expenses, as well as general costs of services, with reduced revenue-raising flexibility under Senate Bill 2 (SB2).

Over the past five years, the city has increased general fund reserves. In fiscal 2019 (ending September 30), the city reported a general fund surplus of \$44.8 million, bringing available reserves to \$272.6 million, or 20.3% of revenues, up from 14.3% of general fund revenues in 2014. These financial results are somewhat muted by persistent annual underfunding of pension plans post pension reform. The underfunding is due to statutory and local ordinance caps on contributions, as well as investment returns which lag plan targets.

While the economic situation is evolving, as of May 2020 the city projects general fund revenues will be \$44.7 million below budget, largely due to a projected decline in sales tax revenues, charges for services, and franchise fees. Management is working through expenditure cuts to minimize the impact to reserves. The city has implemented staff furloughs, as well as other departmental cuts, and to date has identified \$19.6 million in savings, leaving another \$25 million to either cut, or dip into reserves. Prior to the pandemic, the city projected expenditures would exceed the budget because of police staffing levels that exceeded expectations, which is positive in that it has been a goal to bring levels up, though does leave less room to cut. The police department is projected to end the year with 97 officers above budgeted counts, driving department expenditures to \$5.1 million above the original 2020 budget. Even if no additional budgetary cuts were implemented, the reserve draw would be relatively modest compared to the total amount the city holds in the general fund, and available general fund reserves would decline to about 18% of revenues. Looking to fiscal 2021, the city is projecting to reduce budgeted general fund expenditures by 5-9%, or \$73-\$134 million, based on its projected continuation of weak revenues.

Starting in fiscal 2021, the city's property tax revenue-raising flexibility will decrease to 3.5% from 8% of revenues on existing property; new values are excluded from the annual revenue cap calculation. The city has historically not captured the previously allowable 8% property tax increase, and has been decreasing the tax rate since 2016 amid strong property value appreciation. In 2020, the tax rate was again decreased slightly, to \$7.766 per \$1000 of AV, from \$7.767. SB2 does allow for the cities to increase revenues on existing property by up to 8% if there was a disaster declaration, which the state's governor did declare in March. However, the city council voted in May that they will not exceed the new 3.5% cap in the coming fiscal year.

#### **LIQUIDITY**

The city's general fund cash position as of fiscal 2019 was \$278 million, a healthy 20.7% of general fund revenues. Inclusive of the debt service fund, the combined the operating funds cash position was \$312 million, or 19.7% of operating revenues.

#### **Debt and pensions: manageable debt burden; improved but high ANPL and fixed costs**

The city's balance sheet leverage is high, though this is largely driven by the pension burden, as the debt burden remain stable and moderately-low. The city's debt burden has been stable despite annual bond issuances due to strong tax base growth, and will remain under 2% of the tax base over the next few years due to additional growth expected for fiscal 2021. As of fiscal 2019, the net direct debt of \$2.3 billion, inclusive of accrued interest, represented a moderately-low 1.8% of the 2020 tax base. In November 2017, voters approved a \$1.05 billion bond package to invest in city roads and other public infrastructure, which the city has been issuing in phases. Of this, \$888.5 million in authorization remains outstanding, a portion of which is expected to be issued in 2020.

The city's fixed costs, which include debt service, pension contributions and OPEB, are high at 31.9% as of 2019. While the city is exercising its ample legal flexibility to adjust the budget during the coronavirus pandemic, high fixed costs are a constraining factor to flexibility. If the city were to increase its pension contributions to prevent the unfunded liability from growing, fixed costs would increase to 33.9% of operating revenues.

#### **DEBT STRUCTURE**

All of the city's general obligation bonds are fixed rate. About 70% of the outstanding principal matures within ten years. Principal repayment is slower than the median for Texas cities (80.7% over ten years), though relatively rapid considering the current practice of annual issuance to continue to invest in the city's infrastructure.

#### **DEBT-RELATED DERIVATIVES**

The city is not a party to any debt related derivative agreements.

## PENSIONS AND OPEB

Now in year three of major reform to the city's public safety pension plan, the pension burden has declined but remains elevated and a key constraining factor to the credit profile. Given the investment losses in the first quarter of 2020, and expected poor investment returns through the rest of the year, combined with weak contributions relative to benefit outflows, pension assets will be set back further while liabilities increase.

While focus has been on the Dallas Police and Fire Plan (DPFP) for several years, the city's Employees' Retirement Fund (ERF) is projecting depletion in 2049. In order for ERF to remain solvent and amortize the unfunded liability, asset returns would need to exceed targets, absent increases to contributions or further benefit changes. The plan is governed by local ordinance, and increases to contributions would need to be approved by voters.

For the DPFP reform plan to amortize the liability by 2057 as projected, accumulation of assets is highly dependent on investment returns and higher near-term contributions tied to payroll targets. Deviation from these key targets over the medium term could require further benefit changes or higher contributions. Favorably for DPFP, police officer counts have increased and salaries have been raised to better compete with suburban police departments. Both of these factors increase total public safety payroll, which bodes well for annual contributions, which are based on a percentage of payroll after 2024, though does increase the long term liability.

The city's fiscal 2019 adjusted net pension liability (ANPL), reflective of all three of the city's single-employer plans <sup>1</sup> has declined to \$6.2 billion, down from \$8.1 billion in 2017. While improved, the ANPL still represents an elevated 4 times fiscal 2019 operating revenues. The ANPL was calculated based on a discount rate of 4.22%, while the plans assume 7.25-7.75%, which is high compared to other large pension systems nationally.

Exhibit 3

### Overall balance sheet leverage is improved but remains high driven by ANPL

2019	(000)	% of Operating Revenues	Discount Rate
Operating Revenue	1,583,747	n/a	n/a
Reported Unfunded Pension Liability	3,771,525	238.1%	6.73%
Moody's Adjusted Net Pension Liability	6,243,059	394.2%	4.22%
Reported Net OPEB Liability	423,887	26.8%	2.75%
Moody's Adjusted Net OPEB Liability	397,144	25.1%	3.13%
Net Direct Debt	2,306,237	145.6%	n/a
Debt & unfunded retirement benefits (Moody's adjusted)	8,946,440	564.9%	
Pension Contribution	190,027	12.0%	n/a
OPEB Contribution	14,648	0.9%	n/a
Debt Service	301,276	19.0%	n/a
Total Fixed Costs	505,951	31.9%	n/a
Tread Water Gap	30,381	1.9%	n/a
Moody's Adjusted Fixed Costs	536,332	33.9%	n/a

The ANPL is an aggregate of DPFP and ERF; ERF is net of enterprise support

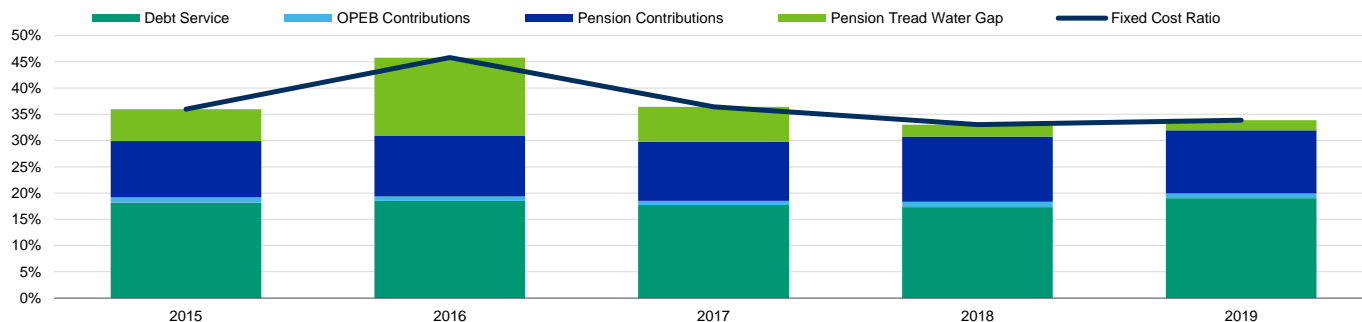
The discount rate for the reported unfunded liabilities is blended for the plans. DPFP assumes 7.25%, while ERF assumes 7.75%. Given the ERF depletion projection, the single-equivalent discount rate as reported in the audit was 5.98% in 2019.

Source: Moody's Investors Service, city audited financial reports

While improved, the ANPL is expected to increase again because contributions are not sufficient to prevent the unfunded liability from growing, even if all reported assumptions are hit, including the assumed rates of return for both plans. As shown in the exhibit below, annual contributions relative to the unfunded liability have improved significantly, though remain about \$30.4 million below a "tread water" level, or about 1.9% of 2019 operating revenues.



Exhibit 4

**Dallas' fixed costs remain high but reduced following pension reform in 2017**

Pension tread water gap indicates a contribution that is below an amount needed to prevent the unfunded liability from growing, under reported plan assumptions.

Source: Moody's Investors Service, city audited financial reports

## Environmental, social, and governance considerations

### ENVIRONMENTAL

The city is within the Great Plains region, which is forecast to be most affected by rising temperatures that put increasing strain on water supplies and energy. The region is also expected to see periods of extreme rainfall that can cause flooding. The city maintains a robust water, wastewater and stormwater capital improvement, water sourcing and conservation plans to manage these risks, which are expected to materialize over the long term.

### SOCIAL

The city's demographic trends have been strong though its socioeconomic profile is weak, similar to other large urban centers. The city's population is estimated at over 1.3 million as of 2019, and has increased by over 9% since the 2010 census. The median age in the city has increased slightly, but is still relatively young at 32.7 years as of the 2018 American Communities Survey, compared to 37.9 years for the nation. However, resident income levels are below average. As of 2018, median family income was 73.7% of the US median, though has been increasing very gradually since 2013.

### MANAGEMENT

The city operates under a council-manager form of government. Over the past few years, Dallas' city manager and CFO have worked to implement enhanced forward-thinking and strategic planning to bolster the already sophisticated financial management of the city.

Texas Cities have an institutional framework score of "Aa", which is strong. The sector's major revenue sources (property taxes and sales taxes) account for about a third of revenues each and are subject to a cap; the remaining third is derived from other fees and is not subject to a cap. Property taxes, are subject to a statutory cap of \$25 per \$1,000 of assessed values, with no more than \$15 allocated for debt. Most cities are well under the cap, and on an annual basis can increase their property tax revenues by 8% on existing property without voter approval. Most cities are at the sales tax cap for operating purposes. Unpredictable revenue fluctuations tend to be minor, or under 5% annually. Across the sector, fixed and mandated costs are generally less than 25% of expenditures and are primarily debt service expenditures. Unpredictable expenditure fluctuations tend to be minor, under 5% annually.

## Rating methodology and scorecard factors

The US Local Government General Obligation Debt methodology includes a scorecard, a tool providing a composite score of a local government's credit profile based on the weighted factors we consider most important, universal and measurable, as well as possible notching factors dependent on individual credit strengths and weaknesses. Its purpose is not to determine the final rating, but rather to provide a standard platform from which to analyze and compare local government credits.

Dallas (City of), TX		
Scorecard Factors	Measure	Score
Economy/Tax Base (30%) <sup>[1]</sup>		
Tax Base Size: Full Value (in 000s)	\$140,237,632	Aaa
Full Value Per Capita	\$106,337	Aa
Median Family Income (% of US Median)	73.7%	Baa
Notching Factors: <sup>[2]</sup>		
Regional Economic Center		Up
Finances (30%)		
Fund Balance as a % of Revenues	18.0%	Aa
5-Year Dollar Change in Fund Balance as % of Revenues	7.7%	A
Cash Balance as a % of Revenues	19.7%	Aa
5-Year Dollar Change in Cash Balance as % of Revenues	9.8%	A
Notching Factors: <sup>[2]</sup>		
Other Analyst Adjustment to Finances Factor:		Down
Management (20%)		
Institutional Framework	Aa	Aa
Operating History: 5-Year Average of Operating Revenues / Operating Expenditures (x)	1.0x	A
Debt and Pensions (20%)		
Net Direct Debt / Full Value (%)	1.6%	Aa
Net Direct Debt / Operating Revenues (x)	1.5x	A
3-Year Average of Moody's Adjusted Net Pension Liability / Full Value (%)	4.9%	Baa
3-Year Average of Moody's Adjusted Net Pension Liability / Operating Revenues (x)	4.4x	Baa
Notching Factors: <sup>[2]</sup>		
Unusually Strong or Weak Security Features: GO secured by statute		Up
Other Analyst Adjustment to Debt and Pensions Factor (specify):		Down
	Scorecard-Indicated Outcome	A1
	Assigned Rating	A1

[1] Economy measures are based on data from the most recent year available.

[2] Notching Factors are specifically defined in the US Local Government General Obligation Debt methodology dated December 16, 2016.

[3] Standardized adjustments are outlined in the latest GO Methodology Scorecard Inputs publication.

Source: Issuer's audited financial statements; US Census Bureau

## Endnotes

- The city participates in three single-employer systems: the Employees' Retirement Fund (ERF), DPFP, and the Supplemental Police and Fire Plan. Contribution rates for the systems are set by ordinance or statutes, and the ERF and DPFP are each managed by separate boards. In 2017, the city, DPFP and the state, were able to come to an agreement around pension reform: HB 3158 implemented sweeping changes to the DPFP plan, including reduced prospective pension benefits for current and future employees, significant reductions to DROP, including time limits to participation, ceased lump-sum withdrawals and elimination of guaranteed interest, increased statutorily required contributions from the city and the membership, and governance, changes. ERF also implemented changes in 2017, with the approval by the city council and voters in November 2016 to create a new tier of reduced pension benefits for new employees hired on or after January 1, 2017. The new tier reduces the normal cost and the pace at which pension liabilities are accrued.

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# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Agenda Item No. 34, Resolution Authorizing COVID-19 Testing and Related Supplies**

As part of the City's continuing response to the COVID-19 pandemic, and in partnership with Dallas County, the City seeks to ensure robust testing as businesses re-open and more people return to their worksites. Currently, the U.S. Department of Health and Human Services (HHS) is operating the community-based test sites, which are a significant component of COVID-19 testing. However, HHS is scheduled to leave at the end of June; therefore, the City is soliciting proposals for a vendor to maintain those testing services upon HHS's departure.

Agenda Item No. 34 will authorize the City Manager to make efficient purchases of COVID-19 testing services, testing kits, supplies, and laboratory services through contracts that are both price conscious and time sensitive, and that respond to the dynamic testing environment.

Services and testing supplies to be purchased through this action include, but are not limited to:

- Mobile, drive-thru testing site services located within a covered parking garage in/around downtown Dallas - Testing capacity of 500 tests/day
- Mobile, drive-thru testing site services located within an open parking lot within the southern sector of Dallas - Testing capacity of 500 tests/day
- Individual walk-up testing site services at a public facility - Testing capacity of 250 tests/day
- Testing kits, laboratory, and patient notification services. Testing kits to include both the swab and transport media- A total quantity of 25,000 testing kits and laboratory capacity of 500 to 1,000 tests daily

DATE June 5, 2020

SUBJECT **Agenda Item No. 34, Resolution Authorizing COVID-19 Testing and Related Supplies**

This agenda item is limited to \$20,000,000, and costs will be shared with Dallas County pursuant to the interlocal agreement approved by the City Council on May 27, 2020. The City's share of the costs will be paid from the Coronavirus Relief Funds.

Should you have any questions, please contact me or Assistant City Manager Jon Fortune.



M. Elizabeth Reich  
Chief Financial Officer

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

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

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **New Procurement Opportunities**

The Office of Procurement Services (OPS) would like to inform the City Council of the following contract opportunities that have been advertised in the last week in the *Dallas Morning News*. These opportunities are also on Bonfire, the City's electronic bid portal: <https://dallascityhall.bonfirehub.com/login>. (Free registration is required to view the opportunity in full.)

In addition, we have updated citywide opportunities for the current quarter on the OPS website: <https://dallascityhall.com/departments/procurement/Pages/Home.aspx>

Solicitation No.	Solicitation Name
1. CIZ1922	Paving and Drainage Improvements for Alley Reconstruction (Department of Public Works)*
2. CIZ1923	Water and Wastewater Main Replacements and White Rock North Transmission Main Valve Improvements at Various Locations (Dallas Water Utilities)*
3. BQ20-00013725	Jet A Fuel
4. BQ20-00013727	Rifle Purchase with Trade-in
5. BY20-00013705	Reflective Lane Striping

*\*Solicitations that begin with a "C" are for construction projects and the issuing department handles those procurements directly. OPS only advertises and unseals submissions for the construction procurements.*

Once an opportunity/solicitation is advertised, it is considered an open procurement until the City Council awards the contract. Please be advised that Section 12A-15.8(g) of the Code of Ethics prohibits communication between councilmembers and bidders or proposers on open procurements.

DATE June 5, 2020

SUBJECT **New Procurement Opportunities**

Should you have any questions, please contact Chhunny Chhean, Director of Procurement Services.



M. Elizabeth Reich  
Chief Financial Officer

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



# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on the Memorial to Victims of Racial Violence**

By resolution in April 2018, City Council directed the creation of a working group to recommend the scope to contextualize the full history of Fair Park and memorialize the lynching Allen Brooks.

As previously communicated by memorandum in October 2019, the Working Group recognized that there are many victims of racial violence that need memorialization. After consideration of five possible locations, they recommended Martyr's Park (265 Commerce Street, Dallas, 75201) for this City of Dallas Memorial.

Following approval by the Park Board on October 24, 2019, a national Request for Qualifications call for artists was published resulting in more than 50 submissions from local and national artists.

Three artists have been short-listed by the selection committee and will be contracted to submit a site-specific design, with the final selection panel scheduled for July 31, 2020. Those three finalist selections are:

- Norman Lee of Re-Site: <http://www.resite-studio.com/>
- Jay Warren: <http://warrensculpture.com/>
- Ai Qui Hopen/Humanity Memorial Inc: <https://www.aiquihopen.com>

The selection panel recommendation will be presented to the Public Art Committee and Arts and Culture Advisory Commission in September 2020. Thereafter, it will be presented to the Quality of Life, Arts & Culture Committee and then to City Council.

The project will be funded using \$100,000 from Dallas Water Utilities capital bond funds.

Current estimates are that installation will occur in 2021, depending on the design and scope of the project.

If you have any other questions, please contact Jennifer Scripps, Director of the Office of Arts and Culture.

A handwritten signature in blue ink, appearing to read 'Joey Zapata'.

Joey Zapata  
Assistant City Manager

DATE June 5, 2020

SUBJECT **Update on the Memorial to Victims of Racial Violence**

- c T.C. Broadnax, City Manager
- : Chris Caso, City Attorney
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- M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
- Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Amendments to Chapter 51A and Chapter 45 of the Dallas City Code for Temporary Inclement Weather Shelters**

## **Purpose:**

Staff will provide an update to the Temporary Inclement Weather Shelter Program (TIWS) and related Municipal Code amendments. This item was briefed to the Housing and Homelessness Solutions Council Committee on January 14, 2020. The Committee recommended the item be forwarded to City Council for consideration and possible action pending the additional outreach to faith-based communities and service providers. This memo provides a summary of the feedback received from the additional community outreach and is currently scheduled for the City Council voting agenda on June 24, 2020.

## **Background:**

According to the National Coalition for the Homeless, inclement weather accounts for the deaths of approximately 700 people experiencing homeless or persons who are at-risk of homelessness every year across the United States. Every day, street outreach workers in cities across the nation go out into communities to encourage people on the street to take shelter, but many people refuse, for a variety of personal and social reasons. The same remains true in Dallas.

On January 23, 2020, the Point in Time Count showed the number of unsheltered people in Dallas increased by 122 people from 1,452 to 1,619. That night, the temperature was in the 50s. The average overnight low temperature in January is in the mid-30s. Establishing predictable inclement weather shelters decreases the chances that a Dallas resident will die while experiencing homelessness. It also increases the chances of connecting a person experiencing homelessness with the services and shelter they need. These are the primary arguments that catalyzed staff's efforts to develop the Office of Homeless Solutions Strategy, which was approved by the City Council in August of 2018 and formalize temporary inclement weather shelters through the establishment of Chapters 45 and amendment of 51A of the Dallas City Code. These two Code revisions are intended to operate concurrently.

## **Why People Choose Street Sleeping Over Shelter:**

The reasons people choose to sleep on the street rather than going into shelters are as diverse as the people themselves. For some, it is that they have had a bad experience in a shelter or have heard about the bad experiences of others. Many who experience homelessness are not alone but have pet companions that may not be allowed. As a loyal pet owner, these individuals will not leave their pet, and refuse to surrender to a shelter. They are afraid that shelters are dangerous places and may risk having their personal belongings stolen.

For some people, a mental health condition magnifies the fear of going into shelter. It's a fear of the unknown, crowds, or the lack of ability to control their surroundings. Substance use disorders, criminal history, an unwillingness or inability to follow rules, and many other reasons contribute to the list of reasons that people choose to sleep outside. On the street, they may know where to find a blanket or a hot meal, but they don't necessarily know what they will find in shelter. Their

DATE June 5, 2020

SUBJECT **Amendments to Chapter 51A and Chapter 45 of the Dallas City Code to Allow for Temporary Inclement Weather Shelters**

space on a grassy area by the highway or under an overpass feels safer than a shelter, even when it is freezing outside. The street has become their home.

Establishing temporary inclement weather shelters provides immediate, potentially life-saving comfort to people who are resistant to staying inside, but it can also have a potentially much larger impact. Convincing an unsheltered person to come in from the cold, for even one night, can start them down a path to permanent housing. An unsheltered person can be shown that moving inside can be safe and that fears can be unfounded. Connections can begin to form that lead that unsheltered person to additional services and case management that are designed to lead to permanent housing. Inclement weather shelters are a critical piece of the overall strategy for ending chronic homelessness in Dallas.

### **City of Dallas Operations of Inclement Weather Shelters:**

In 2019 and early 2020, while Chapters 45 and 51A were in development, it became clear that a gap in services needed to be filled. The Office of Homeless Solutions (OHS) was tasked with operating inclement weather shelters on three occasions, which include November 11 – 16, 2019, December 10, 2019, and February 4 – 5, 2020. The first two shelters were staged at the Kay Bailey Hutchison Convention Center and the third was staged at the J. Erik Jonsson Central Library.

These efforts were supported by the Office of Emergency Management, Convention and Event Services, Dallas Police, Dallas Fire and Rescue, Animal Services, Parkland Health System, Dallas Right Care, volunteers from City staff, homeless service providers, and the faith-based community.

Over the eight-night period, 1,300 people were served, with 605 of those were unduplicated shelter guests. As is generally the case with the City's unsheltered population, the overwhelming majority of people served were adult men of color. 98% of them has a last known address in Dallas and 22% of them were in shelter for the first time.

### **Issue:**

OHS learned several important lessons while operating these temporary shelters. First, and most importantly, coordination with other service providers is critical. Temporary Inclement Weather Shelters (TIWS) are designed to function as overflow facilities. It is imperative that IWS operators communicate with traditional overnight shelters to ensure temporary shelter options are provided in areas where there is the most need and the ability to link guests to longer term shelters and services.

OHS also learned that there are organizations that are willing to donate services, food, other supplies, and volunteers but that coordination must be established well in advance of the need and deployable with little notice.

It became clear that a successful TIWS must be truly low barrier. Intake must be simple and fast. Many of the people who will come into an Inclement Weather Shelter may have been banned from a traditional overnight shelter. Creating barriers to entry will increase the chances that an unsheltered person will decide to take a chance on sleeping on the street.

DATE June 5, 2020

SUBJECT **Amendments to Chapter 51A and Chapter 45 of the Dallas City Code to Allow for Temporary Inclement Weather Shelters**

The final lesson was that Temporary Inclement Weather Shelters are a significant unmet need in Dallas. Passage of Chapters 45 and 51A will allow external organizations to legally and effectively operate these shelters and fill the need in a way that does not deplete City resources.

**Components of Chapter 51A Proposal:**

Chapter 51A is amended to include specific accessory uses of facilities to operate as Temporary Inclement Weather Shelters. The revised Chapter 51A allows for the operation of a site as a Temporary Inclement Weather Shelter provided that the site operates under the policy established in the Chapter 45. Chapter 51A is clear that the provisions and definition of a Temporary Inclement Weather Shelter is not allowed in single family, duplex, townhouse, or disabled group dwelling units.

**Components of Chapter 45 Proposal:**

Chapter 45 is designed to work in conjunction with proposed changes to Chapter 51A. It establishes an inclement weather shelter program which will be administered by the Office of Homeless Solutions.

Chapter 45 contains the process and procedure for which interested parties may participate, operate, and be permitted. Definition of inclement weather, periods of operation, temperature and other weather conditions, required coordinated intake and assessment, and any potential spacing requirements from other temporary inclement weather shelters and overnight general-purpose shelters.

**Inclement Weather Definitions:**

- **Cold weather advisory (CWA)** - means an advisory issued when the minimum nighttime temperature is forecast by the National Oceanic and Atmospheric Administration's National Weather Service to be 32 degrees Fahrenheit or below at any point from 4PM CST to 8AM CST (next day). A cold weather advisory is issued for any amount of freezing rain, ice or when two to four inches of snow (alone or in combination with sleet and freezing rain).
- **Heat weather advisory (HWA)** - means an advisory issued when the minimum nighttime temperature is forecast by the National Oceanic and Atmospheric Administration's National Weather Service to be 90 degrees Fahrenheit or higher at any point from 4PM CST to 8AM CST (next day).

**Permit Process: (new information included related to COVID 19 and infection control policies)**

- Provisions are cumulative of all city ordinances, building, electrical, food establishment, fire safety, and all other permits and licenses required by ordinance or other law.
- Applicant must submit permit to shelter coordinator at least 45 days prior to operation along with following:
  - Valid Certificate of Occupancy
  - Project Plan (including site and floor plan for shelter operations)
  - Operation Plan in compliance with Section 45-7
  - Community notification and outreach- operator's outreach and notification strategies to nearby residents, businesses, shelter participants,

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SUBJECT **Amendments to Chapter 51A and Chapter 45 of the Dallas City Code to Allow for Temporary Inclement Weather Shelters**

- governmental agencies, stakeholders, and service providers. (email, social media post, signs, etc.).
- Supportive services (if applicable) – supportive services, programs, and case management services offered to shelter participants.
- Emergency management and fire evaluation- procedures for medical and other emergency events, including illness, injury, fire, flood, and other natural disasters. Procedures must include staff training log with first aid, CPR, and any additional medical training.
- **NEW:** Infection control policies - policies and plans that comply with the guidelines of the Centers for Disease Control. (COVID-19, TB, etc.).
- Privacy measures for vulnerable subpopulations- Privacy measures for shelter participants who are deemed a vulnerable sub-population or require supportive equipment, such as a wheelchair, lift equipment, or service animals.
- Passed building and safety inspection required prior to issuance of final permit
- DFR and DPD notified of approved permit at least 10 days prior to operation and provided with approved site and floor plans (OHS will notify).
- Permits are valid for a twelve-month period and expires on September 1 each year.

#### **Permit Revocation:**

Under the proposed program, the Office of Homeless Solutions may deny or revoke for the following:

- Falsified information or incomplete application
- Operator fails to maintain public order in or around shelter location
- DFR or DPD declares structure or property a threat to public's health, safety, and welfare
- History of noncompliance or previous revocations
- Noncompliance regarding city ordinance, state, or federal law
- Noncompliance with Chapter 46 "Unlawful Discriminatory Practices" relating to sexual orientation and gender identity and expression
- Any violation of city ordinance, state, or federal law by shelter guests while on shelter premises

#### **Community Input:**

Community input is critical to the success of all OHS efforts. OHS staff presented the plan to the Citizen Homeless Commission at several monthly meetings. Staff also held public meetings with homeless services partners and providers, members of the Continuum of Care, and the general public. The final meeting was held on March 6<sup>th</sup> and largely included members of the faith-based community.

Each of these meetings resulted in valuable improvements to the creation of Chapter 45. Some examples of those improvements include:

- The initial draft of Chapter 45 did not specify that the qualifying temperature applied to the nighttime forecast. Given that most days between the beginning of June and mid-September will reach 90 degrees, it was important to clarify that the *nighttime* temperature

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SUBJECT **Amendments to Chapter 51A and Chapter 45 of the Dallas City Code to Allow for Temporary Inclement Weather Shelters**

must be forecast to reach at least 90 days and that daytime temperatures are not applicable.

- The temperature threshold for a heat advisory was lowered from 100 degrees to 90 degrees.
- Language was added that gives the OHS Coordinator the discretion to prioritize applications and permits based on unmet need in geographic locations. As was pointed out in the lessons learned section, effective management of this program will involve ensuring the Inclement Weather Shelters are staged in areas of Dallas where they are most needed. Adding this provision means OHS can prioritize approval of applications in areas where there is truly unmet need.
- Language was added requiring volunteer to guest ratios and training methods for volunteers to be based on best practices.
- The initial draft of Chapter 45 did not require operators to consider privacy and security of guests when setting spacing requirements and there was no consideration for provision of additional spacing for guests who were experiencing trauma. The CHC Subcommittee suggested adding this language to the proposal.

**Previous Committee Actions and Next Steps:**

On January 14, 2020, the Housing and Homelessness Solutions Committee recommended this item be forwarded to full City Council for consideration and possible action following the conclusion of the additional community outreach requested by service providers. Both Chapters 45 and 51A will be referred to the full City Council for consideration on the June 24<sup>th</sup> City Council voting agenda.

Should you have any questions or concerns or would like an individual briefing on these items prior to the June 24<sup>th</sup> voting agenda, please contact or Kevin Oden, Interim Director of Office of Homeless Solutions.



Nadia Chandler Hardy  
Assistant City Manager

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

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for June 10, 2020 Council Agenda**

It is the mission of the Office of Business Diversity to ensure non-discriminatory practices and eliminate barriers while resourcing businesses to the next step in their business life cycle. The policy of the City of Dallas is to use certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's construction, procurement, and professional services contracts. For your information, staff is providing you with the summary below of M/WBE participation for the voting items scheduled for the June 10, 2020 City Council Agenda. The total contract award amount, consisting of 22 agenda items, is \$198.9M. **M/WBE is applicable to 14 of the 22 agenda items. For these items, construction and architectural and engineering items total \$164.2M with an overall M/WBE participation of \$46.9M or 28.61%, while goods and services items total \$12.9M with an overall M/WBE participation of \$1.2M or 9.38%. Goods and service items have less opportunities for M/WBE participation due to the specialized nature of the specifications, and participation on those contracts is limited to availability of M/WBE vendors.**

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

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
25.66%	25.00%	36.30%	23.80%	18.00%

## DALLAS FIRST

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

## Local Business

This agenda consists of 22 agenda items being awarded to multiple prime contractors and subcontractors. This agenda has a total of 38 M/WBE subcontractors. Nine or 23.68% of the M/WBE subcontractors are local. The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors.

Vendor	Local		Dallas County		Non-Local		Total
Prime	13	56.52%	1	4.35%	9	39.13%	23
M/WBE Sub	9	23.68%	0	0.00%	29	76.32%	38



DATE  
SUBJECT

June 5, 2020

**M/WBE Participation for June 10, 2020 Council Agenda**

**Local Workforce**

This agenda consists of 22 agenda items with a total of 23 prime contractors (one agenda items has two prime contractors). **Nine prime contractors or 39.13% of the prime contractors reported a local workforce composition greater than 30.00%\*.**

*\*Please keep in mind that 30% is not the official target, but simply used as a parameter for this memo. The target will be determined as we continue to work through the program details if approved.*

**2017 Bond Program – June 10<sup>th</sup> Council Agenda**

The Office of Business Diversity continues to work diligently with the Bond Program Office to ensure, not only that the M/WBE goals are met, but to also include diverse teams on the bond program projects. This agenda includes one agenda item that is funded by 2017 bond funds. **This item totals \$2.7M with an overall M/WBE participation of \$1.1M or 40.77%.**

**2017 Bond Program – Inception to Date**

2017 Bond Program ITD consists of 229 items totaling \$392.1M with an overall M/WBE participation of \$166.3M or 42.42%.

**Highlighted Items:**

**City’s Land Transfer Program – Housing and Neighborhood Revitalization**

**Agenda Item No. 8** Authorize (1) sale of up to 24 Land Transfer lots, for up to 24 single family homes, in an amount of \$1.4M to The Golden S.E.E.D.S Foundation and/or its affiliates (Developer), subject to restrictive covenants, a right of reverter, and execution of all necessary documents pursuant to the City’s Land Transfer Program and the New Construction and Substantial Rehabilitation Program. **This item includes participation from one M/WBE vendor, resulting in \$375K participation or 26.79% M/WBE participation on a 25.00% goal.**

**Alley Reconstruction – Department of Public Works**

**Agenda Item No. 10** Authorize a construction contract in the amount of \$2.7M for the construction of Alley Reconstruction Group 17-1304. **This item includes participation from five M/WBE vendors resulting in \$1.1M participation or 40.77% M/WBE participation on a 25.00% goal.**

**Surveying Services – Water Utilities Department**

**Agenda Item No. 41** Authorize a professional services contract in the amount of \$1.9M with Lim & Associates, Inc. to provide land surveying services for approximately 61 parcels identified by the U.S. Army Corps of Engineers for the Dallas Levee System. **This item includes participation from three M/WBE vendors, including the prime contractor, resulting in \$1.9M participation or 100.00% M/WBE participation on a 25.66% goal.**

DATE June 5, 2020

SUBJECT **M/WBE Participation for June 10, 2020 Council Agenda**

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



Zarin D. Gracey  
Director  
Office of Business Diversity

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bazor 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, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Alequresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 7, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Items #PH1- #PH3, June 10, 2020 City Council Agenda**

The purpose of this memo is to share information regarding the environmental impacts and public acquisition reports for the following fill permits that will be considered at the June 10, 2020 City Council Agenda meeting:

- 1) Agenda Item #PH1: Fill Permit 19-02, located at 3435 Wendover Road, involves the reclamation of 0.037 acres of the current 1.009 acres of floodplain on this property on McCommas Branch for the construction of a new home. A neighborhood meeting was held virtually on May 5, 2020; no citizens from the area attended. There has been no objection to this permit.
- 2) Agenda Item #PH2: Fill Permit 19-05, located at 5050 Walnut Hill Lane (Ursuline Academy of Dallas), involves the reclamation of 0.0655 acres of the current 0.313 acres of floodplain on this property on Browning Branch, for the construction of a fire lane for the east campus building. A neighborhood meeting was held virtually on May 4, 2020; one citizen from the area attended. There has been no objection to this permit.
- 3) Agenda Item #PH3: Fill Permit 20-01, located at 2023 Lucas Drive (Genesis Women's Shelter), involves the reclamation of 0.907 acres of the current 0.970 acres of floodplain on this property on Cedar Springs Branch, for the construction of a commercial building. A neighborhood meeting was held virtually on May 6, 2020; one citizen from the area attended. There has been no objection to this permit.

Recordings from each of the neighborhood meetings can be found at the following link: <https://dallascityhall.com/departments/waterutilities/stormwater-operations/Pages/FloodplainandDrainageManagement.aspx>

Environmental impact studies are not required for these fill permits. Since there is no impact to wetlands or waters of the United States, permitting under Section 404 of the Clean Water Act is not required.

The Park and Recreation Department and the Department of Sustainable Development and Construction reviewed the applications for public acquisition. Neither department objected to the proposed fill permits.

These applications meet the engineering requirements outlined in the Dallas Development Code, Section 51A-5.105(h), floodplain regulations; as such, it is recommended that the City Council approve the fill permit applications. Alternatively, the City Council may resolve to acquire the property under the laws of eminent domain and may then deny the application.

DATE June 7, 2020

SUBJECT **Upcoming Agenda Items #PH1- #PH3, June 10, 2020 City Council Agenda**

If you have any questions or concerns, please contact Terry Lowery, Director of Dallas Water Utilities.



**Majed Al-Ghafry, P.E.**  
**Assistant City Manager**

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billieae Johnson, City Secretary  
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Slow Streets Pilot Program to Increase Residential Space for Social Distancing**

As part of the June 4, 2020, Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance meeting, the Committee was briefed on the City of Dallas' Slow Streets Pilot Program. The Slow Streets Pilot Program, in collaboration with the Better Block Foundation, Amanda Popken Development, Bike DFW, and the Coalition for a New Dallas, will provide Dallas residents with an opportunity to close residential streets to through-traffic in an effort to provide a safer atmosphere, close to home, to enjoy outdoor activities while maintaining social distancing during the COVID-19 pandemic.

The City of Dallas Slow Streets Pilot Program, mirrored from similar programs in Austin, Texas and Kansas City, Missouri, will be permitted on 10 residential streets for a period of 30 days. The selected pilot locations, which will be permitted on a first-come, first-served basis, will require a permit application submitted by a "Block Captain," notification to all residents on the block, and approval from at least 25% of those residents. Once a pilot block is permitted by the City of Dallas' Department of Public Works, all necessary traffic control and signage will be provided by the partnering organizations.

Additional information including criteria for pilot locations, permit requirements, and the application process, can be found at the following link: <https://dallascityhall.com/departments/public-works/Pages/Data-and-Maps.aspx>. Should you have additional questions or concerns, please contact Ali Hatefi, P.E., Assistant Director of Public Works or Robert M. Perez, Director of Public Works.

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

Majed A. Al-Ghafry, P.E.  
Assistant City Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
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M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE June 5, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Housing Performance Measure Update Chart**

**This memo addresses a request made during the Housing and Homelessness Solutions Committee Briefing on May 26, 2020 regarding the Department of Housing & Neighborhood Revitalization Performance Reports.**

## Summary

Housing and Neighborhood Revitalization Department staff created a chart containing programs, budgets, full time employees, production/performance measures, and production goals. This chart contains the same data as presented at the May 26, 2020 Committee Briefing, and updated data will be briefed during the June 22, 2020 Committee Briefing.

Should you have questions or concerns, please contact me at 214-670-3619.

A handwritten signature in blue ink, appearing to read 'David Noguera'.

David Noguera  
Director, Housing and Neighborhood Revitalization

Attachments  
Department of Housing Performance Measure Update Chart

## Department of Housing Performance Measure Update Chart

	Budget	Full Time Employees		Performance Measures	Apr 2020 Total	FY20 Goal	
Development	\$4,052,783 HOME \$965,000 CHDO	3 Development 2 Land Bank 1 Vacant	3 Admin, 4 Finance, 2 Strategy, 8 Inspection, 8 Compliance, 3 Floating Program Staff, 1 Assistant Director, 1 Director	Vacancies: 1 Inspection, 2 Floating Program Staff, 1 Assistant Director	Units Supported	783	590
					Units Permitted	1,297	880
					Units Completed	40	50
HIPP	\$3.2 million CDBG	2 HIPP 1 Lead			Units Approved	24	100
Units Repaired					7	25	
DHAP	\$1.7 million CDBG \$374,000 HOME	2 DHAP			Loans Approved	21	25
					Loans Provided	5	10
MRAP	\$4.5 million CDBG \$1.6 million HOME TBRA	1 Interim 2 Vacant			Prequals Complete	13,336	N/A
					Applications Assigned	1,600	N/A
					Placed in Program	138	N/A