

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **February 28, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On February 16, 2024, a DRAFT City Council Agenda for February 28, 2024, was provided for your review. This memorandum outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda. In addition, we have highlighted agenda items which have been briefed to the City Council and/or Committee by briefing memorandums.

Additional items and deletions to the DRAFT agenda are outlined below, including *revisions* to the FINAL agenda are underlined in blue and *deletions* are strikethrough in red. A brief explanation for revisions along with staff's contact information is provided.

## Additions:

72. 24-667 A resolution authorizing **(1)** a joint elections agreement and election services contract between the City of Dallas, Dallas County, and various other jurisdictions within Dallas County, for the conduct of a special election to be held Saturday, May 4, 2024, in an amount not to exceed \$595,279.67; and **(2)** legal advertising in connection with the Saturday, May 4, 2024 Special Election, in an amount not to exceed \$150,000.00 - Total not to exceed \$749,279.67 - Financing: General Fund
73. 24-670 A resolution authorizing the Mayor to appoint an Ad Hoc City Council Canvassing Committee to review the returns of the May 4, 2024 special election, and submit a canvass report to the full City Council on Wednesday, May 14, 2024 City Council meeting or at a special called city council meeting - Financing: No cost consideration to the City
74. 24-703 Authorize a thirty-one month professional services contract in the amount of \$7,682,340, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option, as detailed in the Fiscal Information section, for project management services and owner's representation for the implementation of Component Three of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of Dallas Memorial Arena using either the Design-Build Bid or Construction Manager At-Risk Delivery Model - McKissack & McKissack of Washington, Inc., most highly qualified proposer of nine - Not to exceed \$7,982,340 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)

75. 24-704 Authorize a forty-nine months professional services contract in the amount of \$9,252,031, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option as detailed in the Fiscal Information section, for project management services and owner's representation for the implementation of Component Four of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of The Black Academy of Arts and Letters and the temporary relocation and re-establishment of the existing lease holder - Dikita Enterprises, Inc., most highly qualified proposer of nine - Not to exceed \$9,552,031 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)

**Revisions:**

3. 24-543 An ordinance amending Ordinance No. 32554, previously approved on September 20, 2023, authorizing certain transfers and appropriation adjustments for FY 2023-24 for the maintenance and operation of various departments, activities, and amending the capital budget; and authorize the City Manager to implement those adjustments - Not to exceed ~~\$4,898,376,958~~ \$3,840,307,585 - Financing: General Fund (~~\$1,678,260,711~~ \$1,837,576,470), ~~General Obligation Debt Service Fund (\$420,687,511)~~, Enterprise Funds (\$1,401,626,306), Internal Service and Other Funds (\$268,266,846), ~~and Employee Retirement Fund (\$6,673,227)~~ and Grants, Trust, and Other Funds (~~\$325,742,911~~ \$332,837,963), ~~Capital Funds (\$797,119,446)~~  
**This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Janette Weedon, Director, Budget and Management Services, at 214-670-3550, for more information.**
8. 24-587 Authorize partial settlement of the lawsuit styled Vicki Timpa, Individually and as Representative of the Estate of Anthony Timpa, and Cheryll Timpa, Individually and as Next Friend of K.T., a Minor Child v. Dustin Dillard, Danny Vasquez, Raymond Dominguez, Domingo Rivera, Kevin Mansell, Glenn Johnson, Criminal Investigative Unit, LLC, Civil Action No. 3:16-CV-03089-N - Not to exceed ~~\$XXX~~ \$2,500,000.00 - Financing: Liability Reserve Fund  
**This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Jennifer Huggard, Chief of Litigation, City Attorney's Office, at 214-670-5622, for more information.**
19. 24-443 Authorize (1) the adoption of a revised Public Transportation Agency Safety Plan for the Dallas Streetcar System; and (2) the ~~City Manager to sign the ratification of the City Manager's approval of the updated and~~ revised Public Transportation Agency Safety Plan on December 22, 2023 -

Financing: This action has no cost consideration to the City (see Fiscal Information)

**This item is being revised to update the Subject and Resolution. Please contact Gus Khankarli, Director, Department of Transportation, at 214-671-8451, for more information.**

27. 24-361 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Seven (Sports Arena TIF District or District), and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
**This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Robin Bentley, Director, Office of Economic Development, at 214-671-9942, for more information.**
31. 24-365 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Eleven (Downtown Connection TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
**This item is being revised to update the Resolution. Please contact Robin Bentley, Director, Office of Economic Development, at 214-671-9942, for more information.**
50. 24-525 Authorize a three-year service price agreement for citywide fire extinguisher and sprinkler system maintenance and repairs - Safety Control LLC in the estimated amount of \$1,999,019.68 and Total Fire & Safety, Inc. in the estimated amount of \$6,440,520.34, lowest responsible bidders of four - Total estimated amount of \$8,439,540.02 - Financing: General Fund (~~\$3,324,871.66~~ \$5,234,088.40), ~~Capital Construction Fund (\$1,909,216.74)~~, Aviation Fund (\$1,549,381.32), Dallas Water Utilities Fund (\$843,190.50), Sanitation Operation Fund (\$677,029.50), and Equipment and Fleet Management Fund (\$135,850.30) (subject to annual appropriations)  
**This item is being revised to update the Agenda Information Sheet. Please contact John Johnson, Director, Building Services Department, at 214-670-3550, for more information.**
66. 24.594 Authorize (1) Supplemental Agreement No. 1 to the Construction Manager at Risk Agreement with JE Dunn-Russell, a joint venture, to provide construction services for Part One of the Cotton Bowl Renovation, Rehabilitation and Addition Project located at 3750 The Midway in Fair Park

(which includes an owner's contingency of \$1,541,553.00 and a Guaranteed Maximum Price of \$51,385,067.00); and (2) establish appropriations in an amount not to exceed \$31,426,620.00 in the 2024 Certificate of Obligation Fund - Not to exceed \$52,926,620.00, from \$145,000.00 to \$53,071,620.00 - Financing: 2024 Certificate of Obligation Fund (\$31,426,620.00) and Fair Park Revenue Bonds, Series 2023 Fund (\$21,500,000.00)

**This item is being revised to update the Subject and Resolution. Please contact John D. Jenkins, Director, Park & Recreation Department, at 214-670-4073, for more information.**

67. 24-444 Authorize (1) a Small Business Microgrants Program Statement for microgrants (\$5,000.00 or less) to eligible small businesses in Dallas for assistance with qualified operational expenses incurred between March 3, 2021 and September 30, 2024 due to COVID-19 pandemic to mitigate negative financial impact from the COVID-19 pandemic; and (2) the allocation of funds for the Small Business Microgrants Program - Not to exceed \$230,000.00 - Financing: ~~American Rescue Plan Act~~ Coronavirus State and Local Fiscal Recovery Fund

**This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Joyce Williams, Director, Small Business Center Department, at 214-500-4217, for more information.**

68. 24-60 Authorize Supplemental Agreement No. 2 to the professional services contract with Black & Veatch Corporation for additional construction management services associated with the construction of the Mill Creek/Peaks Branch/State-Thomas Drainage Relief Tunnel Project - Not to exceed \$5,507,000.00, from \$26,794,000.00 to \$32,301,000.00 - Financing: Flood Protection and Storm Drainage Facilities Fund (2006 General Obligation Bond Funds)

**This item is being revised to update the M/WBE Information section and Resolution. Please contact Sarah Standifer, Director (i), Water Utilities Department, at 214-671-9581, for more information.**

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

**Memorandums:**

4. 24-112 Authorize **(1)** rescinding the Community Development Block Grant Contract - Public Facility Improvements Project contract awarded to City Square Arts Opportunity Center, LLC, previously approved on January 21, 2021, by Resolution No. 21-0246, to complete public facility improvements to the Forest Theater located at 1918 Martin Luther King Jr. Boulevard; and **(2)** the funds to be reprogrammed for other eligible uses during the development of the FY 2024-25 Community Development Block Grant - Financing: No cost consideration to the City  
**The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.**
5. 24-535 Authorize initial support of the approach for development of the new 5-Year Consolidated Plan, covering the period of FY 2024-25 through FY 2028-29 for the four U.S. Department of Housing and Urban Development grant funds: Community Development Block Grant; HOME Investment Partnerships Program; Emergency Solutions Grant; and Housing Opportunities for Persons with AIDS, as prescribed by federal regulations - Financing: No cost consideration to the City  
[The City Council was briefed by memorandum regarding this matter on December 8, 2023.](#)
10. 24-199 Authorize the annual adoption of the City's Investment Policy and investment strategies regarding funds under the City's control and management - Financing: No cost consideration to the City  
**The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.**
21. 24-118 Authorize the execution of a Streetlight Maintenance Authorization for light-emitting diodes (LED) replacements with Oncor Electric Delivery Company, LLC to replace existing non-working, Oncor-owned streetlight fixtures with LED streetlight fixtures within the City of Dallas under the terms of the existing Street Lighting Service Agreement approved by Resolution No. 85-3519 - Financing: This action has no cost consideration to the City (see Fiscal Information for future costs)  
[The Transportation and Infrastructure Committee was briefed by memorandum regarding this matter on February 20, 2024.](#)

22. 24-509 A resolution authorizing and establishing the Cultural Organizations Program (COP) and approving the COP guidelines established by the Office of Arts and Culture to support cultural services in the City of Dallas for the fiscal year 2024-25 - Financing: This action has no cost consideration to the City (see Fiscal Information)  
[The Quality of Life, Arts and Culture Committee was briefed by memorandum regarding this matter on February 20, 2024.](#)
23. 24-356 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Three (Oak Cliff Gateway TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
24. 24-357 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Four (Cedars TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
25. 24-358 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Five (City Center TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
26. 24-360 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Six (Farmers Market TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)

27. 24-361 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Seven (Sports Arena TIF District or District), and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
28. 24-362 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Eight (Design District TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
29. 24-363 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Nine (Vickery Meadow TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
30. 24-364 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Ten (Southwestern Medical TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
31. 24-365 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Eleven (Downtown Connection TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)

32. 24-366 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Twelve (Deep Ellum TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City [The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
33. 24-367 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Thirteen (Grand Park South TIF District or District), and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City [The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
34. 24-368 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Fourteen (Skillman Corridor TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City [The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
35. 24-369 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Fifteen (Fort Worth Avenue TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City [The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
36. 24-371 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Sixteen (Davis Garden TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City [The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)



37. 24-372 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Seventeen (TOD TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
38. 24-373 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Eighteen (Maple/Mockingbird TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
39. 24-374 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Nineteen (Cypress Waters TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
40. 24-375 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Twenty (Mall Area Redevelopment TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District and to the State Comptroller, as required by state law - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
41. 24-376 A resolution accepting the FY 2022-2023 Annual Report on the status of Tax Increment Financing Reinvestment Zone Number Twenty-One (University TIF District or District) and authorizing the City Manager to submit the annual report to the Chief Executive Officer of each taxing jurisdiction that levies taxes on real property in the District, and to the State Comptroller, as required by state law - Financing: No cost consideration to the City

[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)

42. 24-396 Authorize a New Markets Tax Credit (NMTC) transaction between the Dallas Development Fund, a Dallas-based Texas nonprofit corporation and certified CDE or a subsidiary thereof (DDF), Nexus Recovery Center (Nexus) and Truist Community Capital, LLC and its subsidiaries thereof, of up to \$7 million in NMTC allocation for a construction project located at 8733 La Prada Drive, Dallas, Texas (Project), a qualified project under Section 45D of the Internal Revenue Code of 1986, as amended, as further described in Attachment A, and for DDF to collect related closing costs and annual fees - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
43. 24-398 Authorize a New Markets Tax Credit (NMTC) transaction between the Dallas Development Fund (DDF), a Dallas-based Texas nonprofit corporation and certified Community Development Entity or a subsidiary thereof DDF, Resource Center and Regions Community Investments, LLC and its subsidiaries thereof, of up to \$7 million in NMTC allocation for a rehabilitation project to create a health campus located at 2603 Inwood Road, Dallas, Texas (Project), a qualified project under Section 45D of the Internal Revenue Code of 1986, as amended, as further described in Exhibit A, and for DDF to collect related closing costs and annual fees - Financing: No cost consideration to the City  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
44. 24-531 Authorize a tax increment financing (“TIF”) development agreement and all other necessary documents in an amount not to exceed \$1,778,000.00 (“TIF Subsidy”) payable from current and future Transit-Oriented Development (“TOD”) TIF District funds with UCR Development Services LLC and/or its affiliates, in consideration of the Lancaster-Corning Retail Development Project on property currently addressed at 3011 through 3039 South Lancaster Road in Tax Increment Financing Reinvestment Zone Number Seventeen (“TOD TIF District”) - Not to exceed \$1,778,000.00 - Financing: TOD TIF District Fund (subject to annual appropriations from tax increments)  
[The Economic Development Committee was briefed by memorandum regarding this matter on February 5, 2024.](#)
48. 24-37 Authorize **(1)** a five-year service contract for benefits consulting services and auditing services of medical and pharmacy benefit plans for the Department of Human Resources in an amount not to exceed \$1,143,750.00; and **(2)** the ratification for the Department of Human

Resources to pay outstanding invoices in the amount of \$162,895.81 for benefits consulting services and auditing services of medical and pharmacy benefit plans - Holmes Murphy and Associates, LLC, most advantageous proposer of eight - Total not to exceed \$1,306,645.81 - Financing: Employee Benefits Fund (subject to annual appropriations)

**The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.**

56. 24-39 Authorize Supplemental Agreement No. 1 to exercise the first of two, one-year renewal options to the service contract with FMLASource, Inc. for Family Medical Leave Act services for the Department of Human Resources - Not to exceed \$190,500 - Financing: General Fund

**The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.**

58. 24-40 Authorize Supplemental Agreement No. 6 to increase the service contract with CAREATC to operate and manage employee on-site and off-site medical clinics - Not to exceed \$918,771.14, from \$3,768,899.00 to \$4,687,670.14 - Financing: Employee Benefits Fund (subject to annual appropriations)

**The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on February 26, 2024.**

67. 24-444 Authorize **(1)** a Small Business Microgrants Program Statement for microgrants (\$5,000.00 or less) to eligible small businesses in Dallas for assistance with qualified operational expenses incurred between March 3, 2021 and September 30, 2024 due to COVID-19 pandemic to mitigate negative financial impact from the COVID-19 pandemic; and **(2)** the allocation of funds for the Small Business Microgrants Program - Not to exceed \$230,000.00 - Financing: American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund

[The Economic Development Committee was briefed by memorandum regarding this matter on January 9, 2024.](#)

74. 24-703 Authorize a thirty-one month professional services contract in the amount of \$7,682,340, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option, as detailed in the Fiscal Information section, for project management services and owner's representation for the implementation of Component Three of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of Dallas Memorial Arena using either the Design Bid Build or Construction

Manager At-Risk Delivery Model - McKissack & McKissack of Washington, Inc., most highly qualified proposer of nine - Not to exceed \$7,982,340 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)

[The City Council was briefed by memorandum regarding the KBHCCD Master Plan on January 22, 2021.](#)

[The City Council was briefed by memorandum regarding progress to-date on the KBHCCD Master Plan on August 13, 2021.](#)

[The Transportation and Infrastructure Committee was briefed by memorandum regarding an update on questions presented during the December 7, 2021 committee meeting on December 17, 2021.](#)

[The City Council was briefed by memorandum regarding this matter on December 17, 2021.](#)

[The City Council was updated by memorandum regarding questions presented during the January 18, 2022 Transportation and Infrastructure briefing on January 28, 2022.](#)

[The City Council was briefed by memorandum regarding questions presented by a constituent regarding the KBHCCD Master Plan on January 28, 2022.](#)

**The Transportation & Infrastructure and Economic Development Committees were updated by memorandum on February 24, 2023, related to questions presented during the special called meeting on February 7, 2023.**

[The Government Performance and Finance Committee was briefed by memorandum on the KBHCCD Master Plan and Fair Park Improvements on June 13, 2023.](#)

75. 24-704 Authorize a forty-nine months professional services contract in the amount of \$9,252,031, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option as detailed in the Fiscal Information section, for project management services and owner's representation for the implementation of Component Four of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of The Black Academy of Arts and Letters and the temporary relocation and re-establishment of the existing lease holder - Dikita Enterprises, Inc., most highly qualified proposer of nine - Not to exceed \$9,552,031 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)

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



T.C. Broadnax  
City Manager

c: Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager

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

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for February 28, 2024 Council Agenda**

The policy of the City of Dallas is to engage certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City’s architecture & engineering, construction, goods, and professional services contracts. The City’s Business Inclusion and Development Policy (BID Policy) is overseen by the Business Inclusion and Development (BID) division of the Small Business Center, which is providing this summary of M/WBE participation for the February 28, 2023 City Council Agenda.

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

<b>Architecture &amp; Engineering</b>	<b>Construction</b>	<b>Professional Services</b>	<b>Other Services</b>	<b>Goods</b>
34.00%	32.00%	38.00%	N/A	32.00%

For this agenda, BID reviewed **24** agenda items; 13 items on this agenda include an M/WBE goal. Of those **13** items, 4 exceeded the goal, 1 met the goal, and **8** did not reach the goal. This agenda includes 11 items that did not have an applicable M/WBE goal. The table below provides a summary of M/WBE subcontracting participation and the overall M/WBE subcontracting participation for this agenda.

#	Contract Amount	Procurement Category	M/WBE Goal Subcontracting	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
11	\$932,500.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
15	\$11,564,976.75	Construction	32.00%	16.67%	16.67%	\$1,927,823.75	Does not meet Goal; Item is RFB. Lowest responsible bidder was selected
16	\$2,642,465.00	Construction	32.00%	9.08%	9.08%	\$240,064.00	Does not meet Goal; Item is RFB. Lowest responsible bidder was selected
17	\$243,003.00	Construction	32.00%	30.00%	98.00%	\$238,142.94	Does not meet Goal. Prime is a MBE
45	\$161,196.54	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
46	\$1,707,246.62	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Interlocal Agreement
47	\$4,304,984.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
48	\$1,306,645.82	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services

#	Contract Amount	Procurement Category	M/WBE Goal Subcontracting	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
49	\$1,727,036.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
50	\$8,439,540.02	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
51	\$1,138,860.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
52	\$618,813.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
53	\$184,800.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
54	\$166,000.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
56	\$190,500.00	Other Services	23.80*	0.00%	0.00%	\$0.00	Does not meet Goal
57	\$1,299,700.00	Other Services	23.80*	0.00%	0.00%	\$0.00	Does not meet Goal
58	\$918,994.20	Other Services	23.80*	0.00%	0.00%	\$0.00	Does not meet Goal
59	\$7,620,008.80	Architecture & Engineering	34.00%	34.00%	34.00%	\$2,561,944.70	Meets Goal
60	\$250,316.00	Architecture & Engineering	34.00%	35.00%	100.00%	\$250,316.00	Exceeds Goal Prime is a MBE
65	\$14,640,308.00	Construction	32.00%	21.96%	21.96%	\$3,215,192.00	Does not meet Goal
66	\$52,926,620.00	Construction	34.00%	36.02%	36.02%	\$19,066,203.00	Exceeds Goal
68	\$5,507,000.00	Professional Services	36.30%*	21.93%	21.93%	\$1,207,685.00	Does not meet Goal
74	\$7,982,340.00	Professional Services	38.00%	51.11%	83.16%	\$6,638,293.00	Exceeds Goal Prime is a MBE
75	\$9,552,031.00	Professional Services	38.00%	48.52%	78.03%	\$7,453,561.00	Exceeds Goal Prime is a MBE

\*This item contains the previous M/WBE goal.

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

**Agenda Item No. 15** Authorize an increase in the development loan agreement with Texas Heavenly Homes Ltd., or its affiliate (Applicant), conditioned upon the completion of a third-party underwriting for the development of the Bottom Infill, a 32-unit single-family affordable housing project located in the Bottom neighborhood of Council District. Award amount will not exceed \$3,084,427.00. The M/WBE subcontractors on this contract are currently pending M/WBE re-certification. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

**Agenda Item No. 16** Authorize a construction services contract for the construction of Streetscape/Urban Design Group 17-7006. Award amount will not \$2,642,465.00. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected. Two M/WBE are subcontracted on this project.

**Agenda Item No. 17** Authorize (1) an increase in the construction services contract with Estrada Concrete Company, LLC to add funding to compensate the contractor for additional alley pavement and (2) extending the contract term a total of 127 calendar

days. Award increase will not exceed \$243,003.00. One M/WBE subcontractor is providing 30% participation on this contract. The remainder of this contract is held by an M/WBE prime contractor.

**Agenda Item No. 56** Authorize Supplemental Agreement No. 1 to exercise the first of two, one-year renewal options to the service contract with FMLASource, Inc. for Family Medical Leave Act services for the Department of Human Resources. Award amount will not exceed \$190,500. The prime vendor on this contract self-performs these health services.

**Agenda Item No. 57** Authorize Supplemental Agreement No. 2 to exercise the second of two, two-year renewal options, to provide maintenance and support for the existing airport access control system and add an expansion of services to include the maintenance and support of the exit lane system for the Department of Aviation. Award amount will not exceed \$1,299,700. This prime vendor has self-performed the maintenance to this control system over the life of this contract.

**Agenda Item No. 58** Authorize Supplemental Agreement No. 6 to increase the service contract with CAREATC to operate and manage employee on-site and off-site medical clinics. Award increase will be \$918,771.14. This prime vendor has self-performed the medical clinic services over the life of this contract.

**Agenda Item No. 65** Authorize a construction services contract for the construction of the Dallas Zoo South Garage. Award amount will not exceed \$14,640,308.00. Seven M/WBE firms are subcontracted to participate on this project.

**Agenda Item No. 68** Authorize Supplemental Agreement No. 2 to the professional services contract with Black & Veatch Corporation for additional construction management services of the Mill Creek/Peaks Branch/State-Thomas Drainage Relief Tunnel Project. Award increase will not exceed \$5,507,000.00. Two M/WBE firms are subcontracted to participate on this project. The item is below the M/WBE goal because one of the subcontractors is no longer M/WBE certified. The SBC is providing guidance to the Prime to find a resolution.

**Local Businesses**

The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There are a total of 27 prime contractors considered in this agenda. The local status for each prime contractor and the percentage of local workforce is also included in the agenda information sheet.

Vendor	Local		Non-Local		Total
<b>Prime</b>	11	40.74%	16	59.26%	<b>27</b>
<b>M/WBE Sub</b>	51	85.00%	9	15.00%	<b>60</b>



DATE February 23, 2024

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SUBJECT **M/WBE Participation for February 28, 2024 Council Agenda**

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

Putting Service First,



Kimberly Bizer Tolbert  
Deputy City Manager

c: TC Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Jon Fortune, Deputy City Manager

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



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-101 11	\$932,500.00	Other Services	N/A
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a five-year cooperative service agreement for Airfield Lighting for Aviation Department with ADB Safegate Americas, LLC through the Sourcewell cooperative agreement - Estimated amount of \$932,500.00 - Financing: Aviation Funds		
<b>The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.</b>			
ADB Safegate Americas, LLC – Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-84 15	\$11,564,976.75	Construction	32.00%
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	16.67%	16.67% WF, BM, HM	\$1,927,823.75
<b>Subject:</b>	Authorize a construction services contract for the construction of the Five Mile Infrastructure Improvements Package A (list attached to the Agenda Information Sheet) - XIT Paving & Construction, Inc., lowest responsible bidder of three - Not to exceed \$11,564,976.75 - Financing: Community Development Block Grant Fund (\$4,545,531.75), Equity Fund (\$4,000,000.00) Water Capital Improvement F Fund (\$1,690,462.00), Water Construction Fund (\$93,228.00), Wastewater Capital Improvement G Fund (\$1,189,014.00), Wastewater Construction Fund (\$46,741.00)		
<b>The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.</b>			
Big D Ready Mix, Local, WF, 10.93% - Ready Mix EJT Trucking, Non Local, BM, 2.31% - Hauling TreeNewal, Non Local, HM, 1.68% - Clearing TexBraska, Non Local, WF, 1.75% - Pipe Supplier			
XIT Paving & Construction Inc – Non-local; Workforce – 58.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-546 16	\$2,642,465.00	Construction	32.00%
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	9.08%	9.08% WF, HM	\$240,064.00
<b>Subject:</b>	Authorize a construction services contract for the construction of Streetscape/Urban Design Group 17-7006 (list attached to the Agenda Information Sheet) - HQS Construction, LLC, lowest responsible bidder of three - Not to exceed \$2,642,465.00 - Financing: Street and Transportation (A) Fund (2017 General Obligation Bond Fund)		
<b>The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.</b>			
American Striping Company, Local, WF, 0.62% - Pavement Markings			
Estrada Ready Mix Concrete LLC, Local, HM, 8.46% - Ready-Mix Concrete Supply			
HQS Construction, LLC – Non-local; Workforce – 80.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-391 17	\$243,003.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	30.00%	This Item 98.00% HM Overall Participation 100.00% HM WF	\$238,142.94
<b>Subject:</b>	Authorize <b>(1)</b> an increase in the construction services contract with Estrada Concrete Company, LLC to add funding to compensate the contractor for paving an extra one thousand, three hundred and five feet of alley pavement for the alley between 15632-15724 Golden Creek Road and 6231-6239 La Cosa Drive and 15503-15531 Bay Point Drive. This is due to part of the alley being out of the original scope in this project; and <b>(2)</b> extending the contract term a total of 127 calendar days - Not to exceed \$243,003.00, from \$2,658,786.21 to \$2,901,789.21 - Financing: Street and Transportation (A) Fund (2017 General Obligation Bond Funds) (\$243,003.00)		
<b>This contract does not meet the M/WBE goal, however prime is a MBE.</b>			
<b>Change Order # 1</b> – 100.00% Overall MWBE Participation Estrada Concrete Company, Local, HM, 68.00% - Prime Estrada Readymix Concrete, Local, HM, 30.00% - Concrete Supplier Ram-Tool, L, WF, 2.00% - Supplier <b>This Item</b> – 98.00% MWBE Participation Estrada Concrete Company, Local, HM, 68.00% - Prime Estrada Readymix Concrete, Local, HM, 30.00% - Concrete Supplier Estrada Concrete Company, LLC – Local; Workforce – 63.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-513 45	\$161,196.54	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year cooperative purchasing agreement for the application and hosting services, integration support and ongoing technical, and maintenance support of an electronic information notification system for the Department of Information and Technology Services with SHI Government Solutions, Inc. through the OMNIA Partners - Not to exceed \$161,196.54 - Financing: Data Services Fund (subject to annual appropriations)		
<b>The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.</b>			
SHI Government Solutions, Inc. – Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-466 46	\$1,707,246.62	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year cooperative purchasing agreement, with two one-year renewal options, for professional marketing services for the Department of Aviation with The Voice Society LLC through an interlocal agreement with Dallas Independent School District - Estimated amount of \$1,707,246.62 - Financing: Aviation Fund (subject to annual appropriations)		
<b>The Business Inclusion and Development Policy does not apply to Interlocal Purchasing Agreements.</b>			
The Voice Society LLC - Non-local; Workforce - 0.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-465 47	\$4,304,984.00	Other Services	N/A
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	N/A	N/A	N/A
<b>Subject:</b>	Authorize <b>1)</b> a five-year master agreement for metered U.S. postage for the Office of Procurement Services through the National Association of State Procurement Officials cooperative agreement - Quadient Finance USA, Inc. in an amount not to exceed \$4,106,250; <b>2)</b> a five-year equipment lease agreement for the lease of postage equipment and software for the Office of Procurement Services with Quadient Leasing USA, Inc. through the National Association of State Procurement Officials cooperative agreement - Not to exceed \$162,900; and <b>3)</b> a five-year master agreement for supplies related to postage equipment for the Office of Procurement Services through the National Association of State Procurement Officials cooperative agreement - Quadient, Inc. in an amount not to exceed \$35,834 - Total amount not to exceed \$4,304,984 - Financing: Express Business Center Fund (subject to annual appropriations)		
<b>The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.</b>			
Quadient Finance USA, Inc. – Non-local; Workforce – 0.00% Local Quadient Leasing USA, Inc. – Non-local; Workforce – 0.00% Local Quadient, Inc. – Local; Workforce – 100.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-37 48	\$1,306,645.82	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject: Melony</b>	Authorize (1) a five-year service contract for benefits consulting services and auditing services of medical and pharmacy benefit plans for the Department of Human Resources in the amount of \$1,143,750.00; and (2) the ratification for the Department of Human Resources to pay outstanding invoices in the amount of \$162,895.81 for benefits consulting services and auditing services of medical and pharmacy benefit plans - Holmes Murphy and Associates, LLC, most advantageous proposer of eight - Total not to exceed \$1,306,645.81 - Financing: Benefits Fund (subject to annual appropriations)		
<b>This item is Other Services which does not have an availability and disparity participation goal.</b>			
Holmes Murphy and Associates LLC - Local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-471 49	\$1,727,036.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a five-year service contract for armored car services for City facilities for the City Controller's Office - Garda CL Southwest, Inc., only proposer - Not to exceed \$1,727,036 - Financing: General Fund (subject to annual appropriations)		
<b>This item is Other Services which does not have an availability and disparity participation goal.</b>			
Garda CL Southwest, Inc. – Non-local; Workforce – 74.44% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-525 50	\$8,439,540.02	Other Services	N/A
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year service price agreement for citywide fire extinguisher and sprinkler system maintenance and repairs - Safety Control LLC in the estimated amount of \$1,999,019.68 and Total Fire & Safety, Inc. in the estimated amount of \$6,440,520.34, lowest responsible bidders of four - Total estimated amount of \$8,439,540.02 - Financing: General Fund (\$3,380,428.78), Capital Construction Fund (\$1,853,659.61), Aviation Fund (\$1,549,381.32), Dallas Water Utilities Fund (\$843,190.50), Sanitation Operation Fund (\$677,029.50), and Equipment and Fleet Management Fund (\$135,850.30) (subject to annual appropriations)		
<b>This item is Other Services which does not have an availability and disparity participation goal.</b>			
Safety Control LLC – Non-local; Workforce – 0.00% Local Total Fire & Safety, Inc. – Local; Workforce – 12.73% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-572 51	\$1,138,860.00	Other Services	N/A
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year service price agreement for citywide window washing services - 7916 Holdings, LLC dba Squeegee Squad, lowest responsible bidder of two - Estimated amount of \$1,138,860 - Financing: General Fund (\$364,650) and Aviation Fund (\$774,210) (subject to annual appropriations)		
<b>The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.</b>			
7916 Holdings, LLC dba Squeegee Squad – Local; Workforce – 0.00% Local			





**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-323 52	\$618,813.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year service price agreement for self-contained breathing apparatus equipment, services, testing, and repairs for the Water Utilities Department - Specialized Response Solutions, only bidder - Estimated amount of \$618,813 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)		
<b>This item is Other Services which does not have an availability and disparity participation goal.</b>			
Specialized Response Solutions – Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-521 53	\$184,800.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a three-year service price agreement for supply parts and maintenance services for two SH 8000 Stripe Hogs operated by Dallas Love Field/Air Field Management - Waterblasting, LLC dba Hog Technologies, sole source - Estimated amount of \$184,800 - Financing: Aviation Fund (subject to annual appropriations)		
<b>This item is Other Services which does not have an availability and disparity participation goal.</b>			
Waterblasting, LLC dba Hog Technologies – Non-local; Workforce – 0.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-467 54	\$166,000.00	Other Services	N/A
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	N/A	N/A	N/A
<b>Subject:</b>	Authorize a five-year service price agreement for electrical pole bracing services for the Water Utilities Department - Primoris T&D Services LLC, only bidder - Estimated amount of \$166,000 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)		
<b>The Request of Bid method of this procurement resulted in the lowest responsive bidder being selected.</b>			
Primoris T&D Services LLC – Non-local; Workforce – 2.64% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-39 56	\$190,500.00	Other Services	23.80%*
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	0.00%	0.00%	N/A
<b>Subject:</b>	Authorize Supplemental Agreement No. 1 to exercise the first of two one-year renewal options to the service contract with FMLASource, Inc. for Family Medical Leave Act services for the Department of Human Resources - Not to exceed \$190,500 - Financing: General Fund (subject to annual appropriations)		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
<b>This contract does not meet the M/WBE goal.</b>			
<b>Supplemental Agreement No 1 – 0.00% Overall MWBE Participation</b>			
<b>This Item – 0.00% - MWBE Participation</b>			
FMLA Source, Inc – Non-local; Workforce – 0.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-508 57	\$1,299,700.00	Other Services	23.80%*
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	0.00%	0.00%	\$0.00
<b>Subject:</b>	Authorize Supplemental Agreement No. 2 to exercise the second of two, two-year renewal options, to provide maintenance and support for the existing airport access control system and add an expansion of services to include the maintenance and support of the exit lane system for Department of Aviation - Convergent Technologies, LLC - Not to exceed \$1,299,700 - Financing: Aviation Fund (subject to annual appropriations)		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
<b>This contract does not meet the M/WBE goal.</b>			
Convergent Technologies, LLC – Local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-40 58	\$918,994.20	Other Services	23.80%*
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	0.00%	0.00%	N/A
<b>Subject:</b>	Authorize Supplemental Agreement No. 6 to increase the service contract with CAREATC to operate and manage employee on-site and off-site medical clinics - Not to exceed \$918,994.20, from \$3,768,899.00 to \$4,687,893.20 - Financing: Benefit Fund (subject to annual appropriations)		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
<b>This contract does not meet the M/WBE goal.</b>			
<b>Supplemental Agreement No 6</b> – 0.00% Overall MWBE Participation			
<b>This Item</b> – 0.00% - MWBE Participation			
CAREATC – Non-local; Workforce – 0.00% Local			



## M/WBE Agenda Item Matrix

### February 28, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-593 59	\$7,620,008.80	Architecture & Engineering	34.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	34.00%	34.00% HM, IM, WF, BM, NM, IF	\$2,561,944.70
<b>Subject: Robert</b>	Authorize (1) an architectural services contract with Overland Partners, Inc. to provide architectural and engineering services for the Cotton Bowl Renovation, Rehabilitation and Addition Project located at 3750 The Midway in Fair Park; and (2) increase appropriations in an amount not to exceed \$7,620,008.80 in the Fair Park Revenue Bonds, Series 2023 Fund - Not to exceed \$7,620,008.80 - Financing: Fair Park Revenue Bonds, Series 2023 Fund		
<b>This contract meets the M/WBE goal.</b>			
Modus Architecture, LLC, Local, HM, 6.60% - Architecture McAfee3 Architecture, Inc., Local, BF, 6.60% - Architecture JQ Infrastructure, Local, IM, 3.10% - Civil Engineering Access by Design, Local, WF, 0.05% - TAS Review CCA Landscape Architects, Inc., Local, WF, 4.62% - Landscape Martinez Moore Engineers, Local, HM, 4.75% - Structural Engineering B & H Engineers, Inc., Local, NM, 0.44% - Low Voltage Design DFW Consulting Group, Inc., Local, BM, 3.82% -MEP CoreShift Pro, LLC, Local, BM, 0.38% - Kitchen Aguirre Project Resources, LLC, Local, HM, 1.50% - Cost Estimator RSM Design, Local, WF, 1.02% - Signage and Wayfinding FSC, Inc., Non-Local, IF, 1.12% - Code Safety and Fire Safety Overland Partners, Inc. - Non-local; Workforce - 8.65% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-591 60	\$250,316.00	Architecture & Engineering	34.00%
	<b>M/WBE Subcontracting %</b>	<b>M/WBE Overall %</b>	<b>M/WBE Overall Participation \$</b>
	35.00% BM, WF	100.00% BM, WF	\$250,316.00
<b>Subject:</b>	Authorize (1) an engineering services contract with Alliance Geotechnical Group, Inc. to provide materials testing and construction observation services for the Cotton Bowl Renovation, Rehabilitation and Addition Project located at 3750 The Midway in Fair Park; and (2) increase appropriations in an amount not to exceed \$250,316.00 in the Fair Park Revenue Bonds, Series 2023 Fund - Not to exceed \$250,316.00 - Financing: Fair Park Revenue Bonds, Series 2023 Fund		
<b>This contract exceeds the M/WBE goal, prime is a MBE.</b>			
Alliance Geotechnical Group, Inc., Local, BM, 65.00% - Materials Testing and Inspections (Prime)			
TDQ Group, Local, BM, 25.00% - Materials Testing and Inspections			
Steel Inspectors of Texas, Inc., Non-Local, WF, 10.00% - Structural Steel Inspections			
Alliance Geotechnical Group, Inc. - Local; Workforce - 6.35% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-537 65	\$14,640,308.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	21.96%	21.96% HM, WF	\$3,215,192.00
<b>Subject:</b>	Authorize a construction services contract for the construction of the Dallas Zoo South Garage located at 725 South Ewing Avenue with Rogers-O'Brien Construction LLC, best value proposer of three - Not to exceed \$14,640,308.00 - Financing: Capital Gifts Donation & Development Fund (\$11,504,656.00), and Park and Recreation Facilities (B) Fund (2017 General Obligation Bond Fund) (\$3,135,652.00)		
<b>This contract does not meet the M/WBE goal.</b>			
System Electric Co dba McBride Electric, Non-Local, HM, 9.06% - Electrical Salas Plumbing, Inc., Local, HM, 5.70% - Plumbing Obra Ramos Construction, LLC, Non-Local, HM, 2.98% - Earthwork Mobile Enterprises, Inc., Local, WF, 2.53% - Waterproofing Carrco Painting Contractors, Inc, Local, HM,0.99% - Painting Artografx Inc., Local, HM, 0.73% - Signage PDV Associates, Inc., Local, WF, 0.09% - Fire Extinguishers Rogers-O'Brien Construction LLC - Local; Workforce - 27.11% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-594 66	\$52,926,620.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	36.02%	This Item 36.02% WF, BM, HM, NM Overall Item 35.99% BM, WF, HM, NM	\$19,066,203.00
<b>Subject:</b>	Authorize (1) Supplemental Agreement No. 1 to the Construction Manager at Risk Agreement with JE Dunn-Russell, a joint venture, to provide construction services for Part One of the Cotton Bowl Renovation, Rehabilitation and Addition Project located at 3750 The Midway in Fair Park; and (2) establish appropriations in an amount not to exceed \$31,426,620.00 in the 2024 Certificate of Obligation Fund - Not to exceed \$52,926,620.00, from \$145,000.00 to \$53,071,620.00 - Financing: 2024 Certificate of Obligation Fund (\$31,426,620.00) and Fair Park Revenue Bonds, Series 2023 Fund (\$21,500,000.00)		
<b>This contract exceeds the M/WBE goal.</b>			
<b>Supplemental No 1- 35.99% Overall MWBE Participation</b>			
HJ Russell, Local, BM, 17.08% - Concrete, Steel Erection, Precast Erection, Low Voltage (Prime) Royal Electric, Local, WF, 8.74% - Electrical Weldon Contractors, Non-Local, WF, 6.84% - Specialties Mobile Enterprises, Inc., Local, WF, 1.59% - Waterproofing BridgMar Construction, Local, BM, 0.56% - Mechanical and Plumbing Lowe Precast, Non-Local, WF, 0.45% - Precast Supply Father & Sons Masonry & Stucco Inc., Local, HM, 0.32% - Masonry Carrco Painting, Local, HM, 0.29% - Painting Alpine Roofing Construction, Local, NM, 0.12% - Roofing			
<b>This Item – 36.02% MWBE Participation</b>			
HJ Russell, Local, BM, 17.06% - Concrete, Steel Erection, Precast Erection, Low Voltage (Prime) Royal Electric, Local, WF, 8.76% - Electrical Weldon Contractors, Non-Local, WF, 6.86% - Specialties Mobile Enterprises, Inc., Local, WF, 1.60% - Waterproofing BridgMar Construction, Local, BM, 0.57% - Mechanical and Plumbing Lowe Precast, Non-Local, WF, 0.46% - Precast Supply Father & Sons Masonry & Stucco Inc., Local, HM, 0.32% - Masonry Carrco Painting, Local, HM, 0.29% - Painting Alpine Roofing Construction, Local, NM, 0.12% - Roofing			
JE Dunn - Russell, a joint venture - Local; Workforce - 0.45% Local			



## M/WBE Agenda Item Matrix

### February 28, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-60 68	\$5,507,000.00	Professional Services	36.30%*
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	21.93%	This Item 21.93% HM, BM, IM Overall Participation 26.91% BF, HM, BM, IM	\$1,207,685.00
<b>Subject:</b>	Authorize Supplemental Agreement No. 2 to the professional services contract with Black & Veatch Corporation for additional services associated with construction management services on the Mill Creek / Peaks Branch / State-Thomas Drainage Relief Tunnel project for administration and inspection of the ongoing construction of the project - Not to exceed \$5,507,000.00, from \$26,794,000.00 to \$32,301,000.00 - Financing: 2012 Bond Funds		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
<b>This contract does not meet the M/WBE goal.</b>			
<b>Supplemental Agreement No 2 – 26.91% Overall Participation</b>			
K Strategies Group, LLC, Local, BF, 0.98% - Public Relations			
Arredondo, Zepeda & Brunz, LLC, Local, HM, 11.78% - Traffic, Utilities & Surveying			
CMTS LLC, Local, BM, 8.17% - Tunnel and Structural Inspections			
2M Associates, Local, IM, 5.98% - Project Controls/Scheduling/Admin Srvs			
<b>This Item – 21.93% MWBE participation</b>			
CMTS LLC, Local, BM, 13.91% - Tunnel and Structural Inspections			
2M Associates, Local, IM, 8.02% - Project Controls/Scheduling/Admin Srvs			
Black & Veatch– Local; Workforce – 33.00% Local			





**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-703 74	\$7,982,340.00	Professional Services	38.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	51.11%	83.16% TBD	\$6,638,293.00
<b>Subject:</b>	Authorize a thirty-one month professional services contract in the amount of \$7,682,340, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option, as detailed in the Fiscal Information section, for project management services and owner's representation for the implementation of Component Three of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of Dallas Memorial Arena using either the Design-Build Bid or Construction Manager At-Risk Delivery Model - McKissack & McKissack of Washington, Inc., most highly qualified proposer of nine - Not to exceed \$7,982,340 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)		
<b>This contract exceeds the M/WBE goal, prime is a MBE.</b>			
McKissack & McKissack of Washington, Inc., Local, BF, 10.00% - Prime Self-performance K Strategies Group LLC, Local, BF, 5.18%, - Project Support with a focus on Civic Stakeholders Engagement EJES Inc, Local, BM, 10.17% - Project Management Paragon Project Resources, Inc, Local, HM, 8.29% - QA/QC Inspections, Commissioning, Cost Estimating MRR & Associates, Local, HF, 3.44% - Public Engagement Levis Consulting Group, Non-Local, BF, 12.13% - Project Management Kysu Group, PLLC, Non-Local, AM, 1.90% - Design Review & Constructability			
McKissack & McKissack of Washington, Inc.– Non-Local; Workforce – 0.00% Local			



**M/WBE Agenda Item Matrix**  
**February 28, 2024 City Council Agenda**

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-704 75	\$9,552,031.00	Professional Services	38.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	48.52%	78.03% TBD	\$7,453,561.00
<b>Subject:</b>	Authorize a forty-nine months professional services contract in the amount of \$9,252,031, with a \$300,000 contingency for potential scope enhancement, and one one-year renewal option as detailed in the Fiscal Information section, for project management services and owner’s representation for the implementation of Component Four of the Kay Bailey Hutchison Convention Center Dallas master plan, which includes project management of the process for the renovation and reconstruction of The Black Academy of Arts and Letters and the temporary relocation and re-establishment of the existing lease holder - Dikita Enterprises, Inc., most highly qualified proposer of nine - Not to exceed \$9,552,031 - Financing: Convention Center Construction Fund (to include reimbursements from Brimer Bill Bonds) (subject to annual appropriations)		
<b>This contract exceeds the M/WBE goal, prime is a MBE.</b>			
Dikita Enterprises, Inc., Local, BM, 10.00% - Prime Self-performance Focus Communications, Local, BM, 3.90% - Outreach and Communications Click Engineering, Local, NM, 1.74% - Engineering Swayzer, Local, BF, 7.66% - Commissioning, Quality, MEP PMG Project Management Group, LLC, Non-Local, HM, 25.22% - Professional Services Dikita Enterprises, Inc.– Local; Workforce – 100.00% Local			

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **February 28, 2024, Upcoming Agenda Item #24-543 - American Rescue Plan Act (ARPA): Reallocation and Reprogramming**

The February 28, 2024, City Council Agenda includes an ordinance authorizing transfers and appropriation adjustments to the FY 2023-24 General Fund budget and the Grant, Trust, and Other budget to facilitate a reallocation and reprogramming of American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF).

This agenda item amends the budget to reflect: (1) a reallocation of ARPA funding to the General Fund to support Dallas Fire Rescue emergency response payroll; (2) a transfer of cash and appropriations from the General Fund to a new fund, ARPA Redevelopment Fund, a non-grant multi-year fund; (3) establishing budget appropriations in the new ARPA Redevelopment Fund to continue previously funded ARPA projects and programs; and (4) moving existing contracts to the new ARPA Redevelopment Fund. The item includes the budget ordinance that reflects revenue and expenditure increases within Grant, Trust, and Other Funds, and a reimbursement to the General Fund.

In addition to the above actions, this item includes reprogramming of \$28,126,050. The table below provides a summary of the proposed changes to the use of funds.

Source of Funds	Amount
Interest Income & FEMA Reimbursement	\$7,615,878
Digital Divide	17,961,207
Theatre Spaces	550,000
Cultural Programming	325,000
Personal Protective Equipment & Disinfection	1,673,965
<b>Total Source of Funds</b>	<b>\$28,126,050</b>
Use of Funds	Amount
Compliance Monitoring - Contract Services	\$1,738,600
Restroom Renovations	240,000
Legal Compliance	50,000
Compliance and Monitoring	100,000
Fire Station Alerting System	3,237,908
Deferred Maintenance and Resilience (Grant Match for Solar \$2M, Resilience at MLK Center \$1.4M, and Citywide Deferred Maintenance \$3M)	6,400,000
Demolition	1,200,000
Stemmons	5,000,000
Permanent Supportive Housing	2,500,000
City Hall Maintenance (Generators \$6.5M and Electrical \$1.2M)	7,659,542
<b>Total Use of Funds</b>	<b>\$28,126,050</b>

DATE February 23, 2024  
SUBJECT **February 28, 2024, Upcoming Agenda Item #24-543 - American Rescue Plan Act (ARPA): Reallocation and Reprogramming**  
PAGE **2 of 2**

The proposed reallocation and reprogramming was briefed to City Council on February 21. The projects below will remain in the proposed reallocation but are not included for reprogramming in the upcoming agenda item.

<b>Projects Removed from Source of Funds</b>	<b>Amount</b>
Needs Assessment	\$75,000
International Center	142,569
Small Business Support	230,000
Workforce Development	453,506
<b>Total</b>	<b>\$901,075</b>

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



**Jack Ireland**  
Chief Financial Officer

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

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Members of the Government Performance and Financial Management Committee: Chad West (Chair), Paula Blackmon (Vice Chair), Cara Mendelsohn, Jesse Moreno, and Jaime Resendez

SUBJECT **February 28, 2024, Upcoming Agenda Item #24-112 – Resolution to Authorize Rescinding the CDBG Public Improvement Contract with City Square Arts Opportunity Center, LLC**

The February 28, 2024, City Council agenda includes an item to rescind the Community Development Block Grant contract (Public Facility Improvements Project contract) awarded to City Square Arts Opportunity Center, LLC, on January 27, 2021, by Resolution No. 21-0246, to complete public facility improvements at the Forest Theater, located at 1918 Martin Luther King Jr. Blvd, in an amount not to exceed \$500,000.

The Forest Theater Project is a historic restoration and renovation project designed to spark community and economic development in South Dallas/Fair Park. The total amount was projected to be \$31,571,865. CDBG funds were awarded to the project for completion of a community classroom to implement programs and partner with organizations to provide community and arts programming for youth and adults. To ensure compliance with HUD rules, CDBG funds (\$500,000) were to be used at the end of the project for finish-out and/or punch-list items. The contract award anticipated the project would be complete by August 30, 2024. Following the award of the CDBG funds, the agency received an award of funds for the project from another source. The revised timeline to complete the project with the new funds were not compatible with the timeline to expend CDBG funds. Requirements of the additional funds awarded to complete the project would significantly delay expenditure of CDBG funds, potentially putting the City at risk of exceeding HUD's timely expenditure regulations for the CDBG funds. The agency requested to return the CDBG funds with consideration to reapply in the future. The unspent CDBG funds will be reprogrammed for other eligible uses during development of the FY 2024-25 CDBG budget.

This amount was included with reprogramming funds in your January 22 briefing by memorandum regarding the Community Development Block Grant: Timely Expenditure of Funds. Also, the reprogramming was approved on January 24, 2024, by Resolution No. 24-0164. The attachment from the January 22 briefing is provided in this memorandum as a reference. This agenda item is presented separately due to the contractual obligation.

DATE February 23, 2024  
SUBJECT **February 28, 2024, Upcoming Agenda Item #24-112 – Resolution to Authorize Rescinding  
the CDBG Public Improvement Contract with City Square Arts Opportunity Center, LLC**  
PAGE **2 of 2**

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



Jack Ireland  
Chief Financial Officer

[Attachment]

c: Honorable Mayor and Members of the City Council  
T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
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Dr. Robert Perez, Assistant City Manager  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors

**FY 2023-24 COMMUNITY DEVELOPMENT BLOCK GRANT  
EXTENSION REQUEST AND REPROGRAMMING FUNDS  
as of September 30, 2023**

#	Fund	Unit	Dept	Project Name	A Appropriations	B ITD Expended	C Encumbrance	D Unobligated	E Extension Request	F Reprogramming Funds	G Explanation
<b>City Attorney's Office</b>											
1	CD22	601G	ATT	South Dallas/Fair Park Community Court	\$296,772.00	\$169,577.76	\$47,934.11	\$79,260.13	0	\$79,206.13	Reprogram - unspent funds due to vacant positions during the year.
<b>Total City Attorney's Office</b>					<b>\$296,772.00</b>	<b>\$169,577.76</b>	<b>\$47,934.11</b>	<b>\$79,260.13</b>	<b>\$0.00</b>	<b>\$79,206.13</b>	
<b>Budget &amp; Management Services</b>											
2	CD22	615G	BMS	Citizen Participation/CDC Support/HUD Oversight	\$1,029,062.00	\$653,712.84	\$206,171.45	\$169,177.71		\$169,177.71	Reprogram - unspent funds due to increased time distribution and vacant positions during the year.
3	CD20	471E	BMS	Public Facilities and Improvements - City Square	\$500,000.00	\$0.00	\$0.00	\$500,000.00		\$500,000.00	Reprogram - Agency received additional funds for project that were not compatible with CDBG expenditure timeline. Agency requested to return funds with consideration to reapply in the future.
4	CD21	500F	BMS	FY21-22 Funds Reprogrammed	\$186.43	\$0.00	\$0.00	\$186.43		\$186.43	Reprogram - savings and unspent funds from closesd/completed projects during FY.
5	CD18	875C	BMS	FY18-19 Funds Reprogrammed	\$71,604.23	\$0.00	\$0.00	\$71,604.23		\$71,604.23	Reprogram - savings and unspent funds from closesd/completed projects during FY.
6	CD20	473E	BMS	FY 20-21 Funds Reprogrammed	\$10,006.68	\$0.00	\$0.00	\$10,006.68		\$10,006.68	Reprogram - savings and unspent funds from closesd/completed projects during FY.
7	CD19	978D	BMS	FY19-20 Funds Reprogrammed	\$36,185.08	\$0.00	\$0.00	\$36,185.08		\$36,185.08	Reprogram - savings and unspent funds from closesd/completed projects during FY.
<b>Total Budget &amp; Mangement Services</b>					<b>\$1,647,044.42</b>	<b>\$653,712.84</b>	<b>\$206,171.45</b>	<b>\$787,160.13</b>	<b>\$0.00</b>	<b>\$787,160.13</b>	
<b>Housing &amp; Neighborhood Revitalization</b>											
8	CD19	976D	HOU	Home Improvement and Preservation Program (HIPP)	\$3,545,572.59	\$3,446,201.92	\$86,005.67	\$13,365.00	\$13,365.00		Funds are under contract and/or committed to identified homeowners.
9	CD20	404E	HOU	Home Improvement and Preservation Program (HIPP)	\$2,924,819.00	\$2,510,606.26	\$322,963.77	\$91,248.97	\$91,248.97		Funds are under contract and/or committed to identified homeowners.
10	CD21	505F	HOU	Home Improvement and Preservation Program (HIPP)	\$3,094,038.00	\$1,872,983.97	\$822,188.41	\$398,865.62	\$398,865.62		Funds are under contract and/or committed to identified homeowners.
<b>Total Housing &amp; Neighborhood Revitalization</b>					<b>\$9,564,429.59</b>	<b>\$7,829,792.15</b>	<b>\$1,231,157.85</b>	<b>\$503,479.59</b>	<b>\$503,479.59</b>	<b>\$0.00</b>	
<b>Park and Recreation</b>											
11	CD22	617G	PKR	Out-of-School Time Services	\$640,860.00	\$455,231.70	\$227.94	\$185,400.36		\$185,400.36	Payment of final year-end expenses underway. Remaining unspent funds from prior year to be reprogrammed. Program
12	CD22	658G	PKR	Out-of-School Time Program - School Sites-Community Sit	\$97,441.00	\$79,920.64	\$0.00	\$17,520.36		\$17,520.36	Payment of final year-end expenses underway. Remaining unspent funds from prior year to be reprogrammed. Program
<b>Total Park &amp; Recreation</b>					<b>\$738,301.00</b>	<b>\$535,152.34</b>	<b>\$227.94</b>	<b>\$202,920.72</b>	<b>\$0.00</b>	<b>\$202,920.72</b>	
<b>TOTAL</b>								<b>\$503,479.59</b>	<b>\$1,069,286.98</b>		

**HUD CARES ACT RELIEF  
COMMUNITY DEVELOPMENT BLOCK GRANT  
EXTENSION REQUEST AND REPROGRAMMING FUNDS**

#	Fund	Unit	Dept	Project Name	A Appropriations	B ITD Expended	C Encumbrance	D Unobligated	E Extension Request	F Reprogramming Funds	G Explanation
<b>Budget &amp; Management Services</b>											
1	CCV1	959G	BMS	Reprogramming Funds CCV1	\$5,175.83	\$0.00	\$0.00	\$5,175.83		\$5,175.83	Reprogram - Unspent funds to be used to provide additional Emergency Rental Assistance.
2	CCV3	960G	BMS	Reprogram CDBG-CCV3	\$740,511.35	\$0.00	\$0.00	\$740,511.35		\$740,511.35	Reprogram - Unspent funds to be used to provide additional Emergency Rental Assistance.
<b>Total Budget &amp; Mangement Services</b>					<b>\$745,687.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$745,687.18</b>	<b>\$0.00</b>	<b>\$745,687.18</b>	
<b>Park &amp; Recreation</b>											
3	CCV3	997F	PKR	Virtual Learning Technology	\$133,460.87	\$113,965.80	\$0.00	\$19,495.07		\$19,495.07	Reprogram - Unspent funds to be used to provide additional Emergency Rental Assistance.
<b>Total Park &amp; Recreation</b>					<b>\$133,460.87</b>	<b>\$113,965.80</b>	<b>\$0.00</b>	<b>\$19,495.07</b>	<b>\$0.00</b>	<b>\$19,495.07</b>	
<b>Office of Equity &amp; Inclusion</b>											
4	CCV3	916G	MGT	OEI Evictions Assistance Initiative The Concilio	\$25,000.00	\$22,737.31	\$0.00	\$2,262.69		\$2,262.69	Reprogram - Contract completed. Unspent remaining funds to be used to provide additional Emergency Rental Assistance.
<b>Total Office of Equity &amp; Inclusion</b>					<b>\$25,000.00</b>	<b>\$22,737.31</b>	<b>\$0.00</b>	<b>\$2,262.69</b>	<b>\$0.00</b>	<b>\$2,262.69</b>	
<b>Small Business Center</b>											
5	CCV3	988G	MGT	SBC Oakcliff Empowering	\$749,943.00	\$689,800.74	\$0.00	\$60,142.26		\$60,142.26	Reprogram - Contract completed. Unspent remaining funds to be used to provide additional Emergency Rental Assistance.
<b>Total Small Business Center</b>					<b>\$749,943.00</b>	<b>\$689,800.74</b>	<b>\$0.00</b>	<b>\$60,142.26</b>	<b>\$0.00</b>	<b>\$60,142.26</b>	
<b>Office of Community Care</b>											
6	CCV3	939G	MGT	Emergency Rental Assistance Program	\$1,764,791.63	\$1,121,651.50	\$643,140.13	\$0.00	\$0.00	\$0.00	
7	CCV3	984G	MGT	Drivers of Poverty Friendship West	\$448,250.00	\$353,333.55	\$94,916.45	\$0.00		\$94,916.45	Reprogram - Contract completed. Unspent remaining funds to be used to provide additional Emergency Rental Assistance.
8	CCV3	985G	MGT	Drivers of Poverty Non Profit Food Pantry	\$56,620.00	\$23,340.76	\$33,279.24	\$0.00		\$33,279.24	Reprogram - Contract completed. Unspent remaining funds to be used to provide additional Emergency Rental Assistance.
9	CCV3	994F	MGT	Drivers of Poverty Child Care	\$415,909.00	\$415,575.00	\$0.00	\$334.00		\$334.00	Reprogram - Funds not spent to provide additional Emergency Rental Assistance.
10	CCV3	995F	MGT	OCC Administration Non Profit	\$1,381,871.04	\$314,765.74	\$0.00	\$1,067,105.30	\$0.00	\$1,067,105.30	Reprogram - Contracts completed, funds no longer needed in this category - propose to reallocate to provide additional Emergency Rental Assistance.
<b>Total Office of Community Care</b>					<b>\$4,067,441.67</b>	<b>\$2,228,666.55</b>	<b>\$771,335.82</b>	<b>\$1,067,439.30</b>	<b>\$0.00</b>	<b>\$1,195,634.99</b>	
<b>TOTAL</b>									<b>\$0.00</b>	<b>\$2,023,222.19</b>	



# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **2017 Bond Program – City Hall Project**

## Background

On February 14, 2024, City Council approved Ordinance No. 32658, calling for a bond election to be held on Saturday, May 4, 2024. As follow-up to a question posed during the February 14<sup>th</sup> discussion, the purpose of this memorandum is to provide details regarding the 2017 Bond Program, City Hall Project.

## Status of 2017 Bond Program – City Hall Project

Approved by voters in November 2017, the 2017 Bond Program's, Proposition H, included \$7M for capital improvements at City Hall. Utilizing the \$7M of 2017 Bond Funds, as of December 31, 2023, the City team has expended \$4.4M for City Hall enhancements to include replacing electrical switchgear, completing Americans with Disabilities Act (ADA) improvements, and addressing roof and water infiltration issues.

The remaining balance of \$2.6M (from the \$7M of 2017 Bond Funds) has been committed to focus on ADA improvements at City Hall. Any remaining funds after the ADA improvements have been completed will be directed to electrical panel replacements.

For reference, the following table provides a status of the City Hall project:

**Status of Project – City Hall (EB17VH05)**

Scope of Work	Funds Expended	Status
Federal Pacific Electrical Switchgear Replacement	\$3,420,161	Completed
ADA Improvements – L2EN & 2 <sup>nd</sup> floor restroom	\$324,666	Completed
Water infiltration and roof repair	\$533,590	Completed
Project Administration	\$129,871	Completed
Electrical Panel Replacement (TBD)	-	Remaining
ADA Improvements (TBD)	-	Remaining
<b>TOTAL</b>	<b>\$4,408,288</b>	

## Next Steps

Over the next few months, the Office of Bond and Construction Management and the Office of Equity and Inclusion will continue to identify ADA improvements that align with the City's ADA Transition Plan. Additionally, the electrical panel replacements will be scoped within the remaining budget. The additional ADA and electrical panel work at City Hall, which will utilize the remaining \$2.6M of 2017 Bond funds, will begin in late spring/early summer 2024.

DATE February 23, 2024  
SUBJECT **2017 Bond Program – City Hall Project**  
PAGE **2 of 2**

Should you have additional questions, please contact Jennifer Nicewander, P.E., Director of Bond and Construction Management, at [jennifer.nicewander@dallas.gov](mailto:jennifer.nicewander@dallas.gov) or 972-841-9847.



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

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Billieae Johnson, City Secretary  
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Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Housing response to question raised at the February 12, 2024, Workforce Education, & Equity Committee**

Housing & Neighborhood (HOU) revitalization briefed the Workforce, Education, & Equity Committee on February 12, 2024, about the Dallas Housing Policy 2033 (DHP33) Implementation Update. The committee commented on the identified Equity Strategy Target Areas and requested to understand other areas of the city not selected as an Equity Strategy Target Areas that might be area 4 or 5.

While area 4, and 5 do not formally exist, this memorandum will provide an overview of the process that TDA Consultants conducted that led to the identification of the three Equity Strategy Target Areas.

## **Selection of Equity Strategy Target Areas: Background**

TDA Consulting worked with City staff to define a methodology and selection process for a set of geographic areas for concentrated investment over the next five years. These Equity Strategy Target Areas were identified through a three-stage process:

### (1) Equity Indicator and Market Condition Data Analysis:

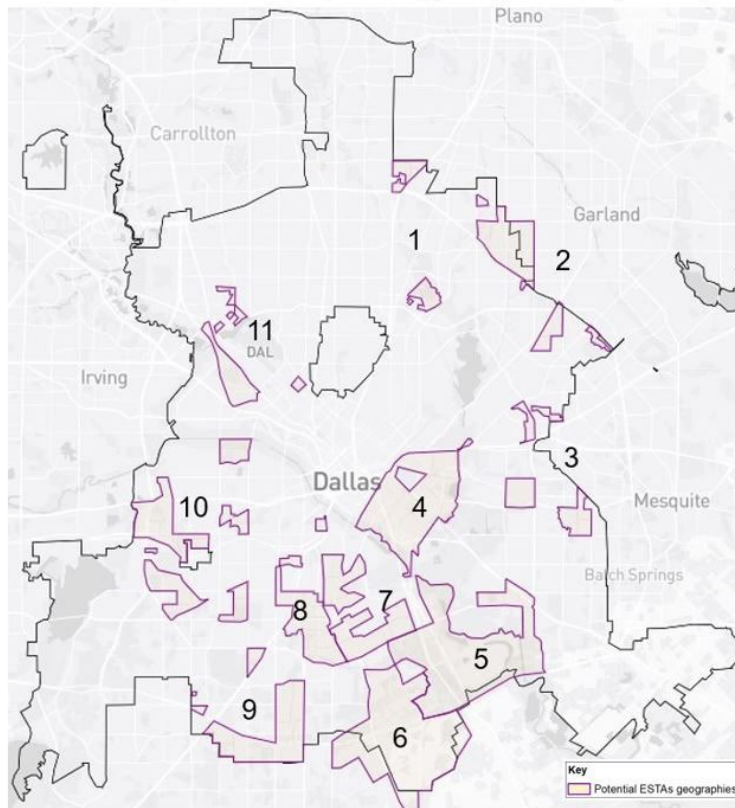
To identify a preliminary set of Equity Strategy Target Areas, TDA developed a Housing Equity Index that combined the Dallas Racial Equity Impact Assessment Tool and the 2023 Market Value Analysis with an equal weighting and then looked at where other departments are working or planning to understand current housing conditions across the city. The result of this process can be seen on Map 1. **The numbers on the map indicate nearby areas for grouping purposes and are not a ranking of areas.**

DATE February 23, 2024

SUBJECT **Housing response to question raised at the February 12, 2024, Workforce Education, & Equity Committee**

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**Preliminary set of Equity Strategy Target Areas (ESTAs)**



*Map 1*

(2) Interdepartmental Coordination:

In August 2023, TDA and City staff presented the results of the data analysis work referenced above to department leaders. The team then met with department leaders individually to discuss each department’s existing and planned investment that could benefit from coordination with DHP33.

(3) Community Engagement:

The prior two stages above produced scattered areas that could potentially be Equity Strategy Target Areas as a result of the highest need. To refine this set of preliminary areas down to final set, the team launched a community engagement initiative to seek input from residents. This initiative included:

- A Telephone Town Hall event that was hosted in English and Spanish and attended by 3,192 residents.

DATE February 23, 2024

SUBJECT **Housing response to question raised at the February 12, 2024, Workforce Education, & Equity Committee**

PAGE **3 of 5**

- A digital Housing and Community Needs Survey that recorded over 600 responses.
- Individual Focus Group sessions for the following stakeholder groups: Community development corporations, senior and special needs populations, environmental and sustainability advocates, Latinx and immigrant populations, workforce housing stakeholders, and nonprofit/housing advocates. These sessions were attended by an aggregate total of over 50 individual stakeholders.

### **Analysis**

The process revealed differing types of housing conditions and program needs across the city. In Target Areas identified in the northern part Dallas, housing density is greater than in the southern part of Dallas and fewer infill opportunities exist. Following Map 1, fewer than 1% of residential properties are vacant in areas 1 and 2, and roughly 2% of residential units were vacant in area 3.<sup>1</sup> Residents in these areas sought support for rental assistance and housing preservation.

The construction of new for-sale units and homebuyer assistance were identified by Housing and Community Needs Survey respondents as the two types of housing investment that are of the “highest need” in Dallas. Several Southern Dallas target areas (4,6,7,8) include characteristics conducive to these activities. Areas 4 and 7 have the highest vacancy rate for residential properties of any of the 11 preliminary areas (6% of all residential units). Areas 6 and 7 contain the highest rates of homeowner-occupied units and median annual incomes below \$40,000.

Preliminary Areas 4,6,7,8, showed the highest potential to leverage cross-departmental investment in a way that aligns with community feedback. In the Housing and Community Needs Survey, infrastructure improvement (82% of respondents) and utility access (72% of respondents) were identified as the two types of investments that HOU should most align with.

### **The Result:**

This analysis conducted using the various data sets and listening to the community during the engagement sessions has led to a conclusion that areas 4,6,7 from Map 1 were best suited to be the Equity Strategy Target Areas. These areas display the following characteristics: high potential for infill development, overlapping infrastructure investments, and high potential for coordination across departments and with community organizations.

The final step in selection of the three Equity Strategy Target Areas was to look at the completed set of Census Block Groups that surround 4, 6, 7, and combine into three major areas to provide a contiguous areas as seen in Map 2.

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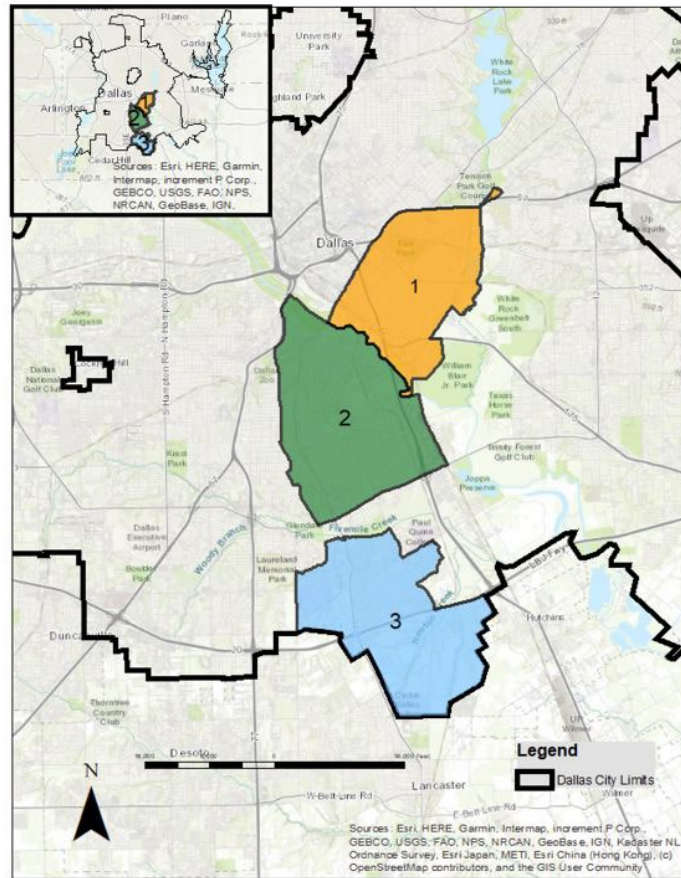
<sup>1</sup> Per Reinvestment Fund’s 2023 Market Value Analysis.

DATE February 23, 2024

SUBJECT **Housing response to question raised at the February 12, 2024, Workforce Education, & Equity Committee**

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### Selected Equity Strategy Target Areas (ESTAs)



#### Map 2

These Equity Strategy Target Areas are meant to be a starting place to guide the housing work over the next 5 years and Pillar 1 – Equity Strategy Target Areas has the SMARTIE goal of By December 31, 2027, analyze Equity Strategy Target Areas to assess continuity or consider potential creation of new areas.

The process to update the areas will include a review of these areas to determine success and then decide if we should continue work in these areas or shift the boundaries by end of 2027, Housing will analyze a shifted focus area with updated data set of both the Equity Impact Assessment Tool and the updated Market Value Analysis scheduled for 2028.

Should you have any questions or require any additional information, please contact Cynthia Rogers-Ellickson, Director (I), Department of Housing & Neighborhood Revitalization at [cynthia.rogersellic@dallas.gov](mailto:cynthia.rogersellic@dallas.gov) or 214-670-3601.

DATE February 23, 2024  
SUBJECT **Housing response to question raised at the February 12, 2024, Workforce Education, & Equity Committee**  
PAGE **5 of 5**

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



T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager

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

# Memorandum



CITY OF DALLAS

DATE **February 23, 2024**

TO **Honorable Mayor and Members of the City Council**

SUBJECT **Responses to Questions from the February 21, 2024, City Council Briefing – Equipment and Fleet Management**

## **Background**

On February 21, 2024, Equipment and Fleet Management (EFM) briefed City Council on major fleet initiatives and the alignment of some of those initiatives with the City of Dallas' Comprehensive Environmental and Climate Action Plan (CECAP), and the City Manager's goals. Given the information provided during EFM's February 21<sup>st</sup> City Council briefing, the purpose of this memorandum is to provide further information on questions asked during the briefing.

## **City Council Question: Who owns the fleet GPS data and what security protocols are in place to protect data?**

### Data Ownership

- Per contract, data is owned by the City and must be available to the City during the length of the contract.
- Data is stored by vendor and upon termination, all data must be returned to the City in a readable format. Additionally, the contract states that the vendor understands they have access to private or confidential City information and the disclosure of such information to a third party is illegal.

### Security Protocols

- CalAmp employs a third-party Security Operations that provides 24/7 security and threat monitoring.
- Customer data is encrypted at rest and in transit with commercial grade encryption.
- The CalAmp system is certified SOC 2 Type II, an industry gold standard for hosted solution security practices.
- All CalAmp security practices and documentation are based on NIST guidelines and standards.

## **City Council Question: Can you please provided clarification on purchase of Sanitation Services (SAN) electric refuse truck?**

In fall 2023, EFM worked with the Department of Sanitation (SAN) to apply for the Diesel Emissions Reduction Act (DERA) Grant, which focuses on phasing out diesel equipment, through the North Central Texas Council of Governments (NCTCOG). Through the



DATE **February 23, 2024**  
SUBJECT **Responses to Questions from the February 21, 2024, City Council Briefing – Equipment and Fleet Management**  
PAGE **2 of 2**

DERA Grant’s call for submissions, SAN applied for an all-electric refuse truck. DERA Grant awards should be determined by August 2024.

If you need further information or have additional questions, please contact Donzell Gipson @ [donzell.gipson@dallas.gov](mailto:donzell.gipson@dallas.gov).



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

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Billierae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
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Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Save the Date – March 30, 2024 for City Hall at Fair Park!**

The City Manager's Office (CMO) and Budget & Management Services (BMS) are excited to announce "City Hall at Fair Park! *Engage. Explore. Experience.*"

This family-friendly event is designed to showcase department services/resources and allow residents to experience City services at one location. This event will also include a Telephone Town Hall Meeting (TTHM) and in-person (hybrid) option to further gain input on what services/resources are important to residents. Participating departments will have visual, interactive elements that provides engagement opportunities with residents. Mayor and Council Office participation in the event and TTHM is encouraged.

City Hall at Fair Park! event details and information will be shared on the event [website](#). Marketing and advertisement materials will be available March 8.

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

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland  
Chief Financial Officer

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
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Directors and Assistant Directors



**SAVE THE DATE FOR**

# **CITY HALL AT FAIR PARK**

**Engage. Explore. Experience.**

*March 30, 2024 | 10 a.m. to 3 p.m.*

This family friendly event is designed to showcase department services and resources and allow residents to experience City services at one location.

This event will also include a Telephone Town Hall Meeting (TTHM) and in-person (hybrid) option to further gain input on what services/resources are important to residents.



*Scan the QR code to stay tuned  
for more information!*





**RESERVA LA FECHA PARA**

# LA ALCALDÍA EN FAIR PARK

**Acércate. Infórmate. Participa.**

*30 de marzo de 2024 | 10 a.m. a 3 p.m.*

Este evento familiar tiene el fin de acercar a los residentes a los recursos de los departamentos y poner a su alcance los servicios de la Ciudad en un solo lugar.

Este evento también incluirá una reunión pública telefónica (TTHM, por sus siglas en inglés) y una opción en persona (híbrida) para obtener más información sobre qué servicios/recursos son importantes para los residentes.



*¡Escanea el código QR  
para más información!*



# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Budget Accountability Report – December 2023**

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

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

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland  
Chief Financial Officer

[Attachment]

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
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Directors and Assistant Directors

# BUDGET ACCOUNTABILITY REPORT FY 2023-24

As of December 31, 2023



Cover Photo Credit: "Trinity Flood Plain" by Don Raines, Jr., Planning & Urban Design



**Budget & Management  
Services**

# EXECUTIVE SUMMARY

## Financial Forecast Report

Operating Fund	Year-End Forecast vs. Budget	
	Revenues	Expenses
General Fund	✓	✓
Aviation	✓	✓
Convention and Event Services	✓	8% over budget
Development Services	✓	✓
Municipal Radio	✓	✓
Sanitation Services	✓	✓
Storm Drainage Management	✓	✓
Dallas Water Utilities	✓	✓
Bond and Construction Management	✓	✓
Equipment and Fleet Management	✓	✓
Express Business Center	✓	✓
Information Technology	✓	✓
Radio Services	✓	✓
9-1-1 System Operations	✓	✓
Debt Service	✓	✓

✓ YE forecast within 5% of budget

### Dallas 365

#### Year-to-Date

✓ 28  
On Target

! 2  
Near Target

✗ 5  
Not on Target

#### Year-End Forecast

✓ 35  
On Target

! 0  
Near Target

✗ 0  
Not on Target

### Budget Initiative Tracker

● 2  
Complete

! 3  
At Risk

✓ 30  
On Track

✗ 0  
Canceled

# FINANCIAL FORECAST REPORT

The Financial Forecast Report (FFR) provides a summary of financial activity through December 31, 2023, for the General Fund and other annual operating funds of the City. The Adopted Budget column reflects the budget adopted by City Council on September 22, 2023, effective October 1, 2023, through September 30, 2024. The Amended Budget column reflects City Council-approved transfers between funds and programs, department-initiated transfers between expense objects, approved use of contingency, and other amendments supported by revenue or fund balance.

Year-to-date (YTD) actual amounts represent revenue or expenses/encumbrances that have occurred through the end of the most recent accounting period. Departments provide the year-end (YE) forecast, which projects anticipated revenues and expenditures as of September 30, 2024. The variance is the difference between the FY 2023-24 amended budget and the YE forecast. Variance notes are provided when the YE forecast is +/- five percent of the amended budget and/or if YE expenditures are forecast to exceed the amended budget.

## General Fund Overview

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

	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$323,159,062	\$323,159,062		\$323,159,062	\$0
Revenues	1,837,576,470	1,837,576,470	470,103,222	1,839,165,945	1,589,475
Expenditures	1,837,576,470	1,837,576,470	428,886,872	1,835,968,423	(1,608,048)
Ending Fund Balance	\$323,159,062	\$323,159,062		\$326,356,584	\$3,197,523

**Fund Balance.** As of December 31, 2023, the beginning fund balance for the adopted and amended budgets and YE forecast reflects the FY 2022-23 unaudited unassigned ending fund balance as projected during budget development (July 2023). The ending fund balance for the adopted and amended budget does not reflect changes in encumbrances or other balance sheet accounts. We anticipate updates to the beginning fund balance after the FY 2022-23 audited statements become available in April 2024.

**Revenues.** Through December 31, 2023, General Fund revenues are projected to be \$1,589,000 over budget due to increased revenue in charges for service.

**Expenditures.** Through December 31, 2023, General Fund expenditures are projected to be \$1,608,000 under budget primarily due to salary savings associated with vacant uniform and non-uniform positions across several General Fund departments, partially offset by higher-than-budgeted salary and overtime expenses in Office of Integrated Public Safety Solutions, Judiciary, Human Resources, and Civil Service.



## FY 2023-24 Financial Forecast Report

**GENERAL FUND REVENUE**

Revenue Category		FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
1	Property Tax	\$1,047,595,636	\$1,047,595,636	\$300,950,582	\$1,047,595,636	\$0
2	Sales Tax	451,745,839	451,745,839	115,844,351	451,745,839	0
3	Franchise and Other	126,633,664	126,633,664	25,760,594	126,633,664	0
4	Charges for Services	117,236,140	117,236,140	17,640,920	118,834,517	1,598,377
5	Fines and Forfeitures	20,117,759	20,117,759	4,713,056	20,254,168	136,409
6	Operating Transfers In	28,086,049	28,086,049	0	28,086,049	0
7	Intergovernmental	16,177,900	16,177,900	1,133,423	16,513,701	335,801
8	Miscellaneous	9,882,543	9,882,543	1,732,737	9,360,738	(521,805)
9	Licenses and Permits	6,100,940	6,100,940	1,957,421	6,141,633	40,693
10	Interest	14,000,000	14,000,000	370,138	14,000,000	0
	<b>Total Revenue</b>	<b>\$1,837,576,470</b>	<b>\$1,837,576,470</b>	<b>\$470,103,222</b>	<b>\$1,839,165,945</b>	<b>\$1,589,475</b>

**VARIANCE NOTES**

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

**2 Sales Tax** December sales tax receipts include \$13,391,000 from the State Comptroller's Office as part of an audit finding. During a prior reporting period (2010-2013), one vendor incorrectly reported sales tax to other entities. Based on actual collection trends (excluding the audit finding) and analysis provided by our contract economist, sales tax is projected to be at budget for FY 2023-24.

**4 Charges for Services.** Charges for Services revenue is projected to be \$1,598,000 over budget due to increased traffic control permits and increased revenue associated with State Fair patrol, partially offset by the elimination of parking revenues at Jack Evans Police Headquarters and reduced activity for the DPD Expanded Neighborhood Patrol (ENP) program.

**8 Miscellaneous.** Miscellaneous revenue is projected to be \$522,000 under budget due to a delay in implementing the online application and payment system for convenience store registration due to Payment Card Industry (PCI) compliance issues. Additionally, a court injunction halts enforcement and registration for the CCS short-term rental program resulting in reduced projected revenues.

## FY 2023-24 Financial Forecast Report

**GENERAL FUND EXPENDITURES**

	Expenditure Category	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
	Non-uniform Pay	\$298,421,415	\$298,421,408	\$65,749,011	\$293,238,944	(\$5,182,464)
	Non-uniform Overtime	7,963,253	7,963,253	3,476,720	11,933,686	3,970,433
	Non-uniform Pension	42,275,230	42,240,242	9,651,095	42,859,457	619,215
	Uniform Pay	544,271,659	544,271,664	109,740,602	530,388,869	(13,882,795)
	Uniform Overtime	72,658,144	81,158,144	22,491,358	93,138,510	11,980,366
	Uniform Pension	187,861,142	187,896,125	37,708,124	187,570,855	(325,270)
	Health Benefits	97,632,432	97,632,434	12,335,695	97,632,434	0
	Workers Comp	13,051,299	13,051,300	13,051,300	13,051,300	0
	Other Personnel Services	14,204,686	14,204,690	3,027,035	14,177,147	(27,543)
<b>1</b>	<b>Total Personnel Services</b>	<b>\$1,278,339,260</b>	<b>\$1,286,839,260</b>	<b>\$277,230,941</b>	<b>\$1,283,991,202</b>	<b>(\$2,848,058)</b>
<b>2</b>	<b>Supplies</b>	<b>92,646,763</b>	<b>92,526,132</b>	<b>21,853,649</b>	<b>92,258,038</b>	<b>(273,094)</b>
<b>3</b>	<b>Contractual Services</b>	<b>531,126,582</b>	<b>530,487,294</b>	<b>124,686,903</b>	<b>532,382,793</b>	<b>1,937,018</b>
<b>4</b>	<b>Capital Outlay</b>	<b>25,239,244</b>	<b>25,999,163</b>	<b>6,442,900</b>	<b>25,714,404</b>	<b>(321,278)</b>
<b>5</b>	<b>Reimbursements</b>	<b>(89,775,379)</b>	<b>(98,275,379)</b>	<b>(1,327,521)</b>	<b>(98,378,013)</b>	<b>(102,634)</b>
	<b>Total Expenditures</b>	<b>1,837,576,470</b>	<b>\$1,837,576,470</b>	<b>\$428,886,872</b>	<b>\$1,835,968,424</b>	<b>(\$1,608,047)</b>

**VARIANCE NOTES**

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

**1 Personnel Services.** Personnel Services are projected to be \$2,848,000 under budget due to salary savings associated with vacant uniform and non-uniform positions across General Fund departments, partially offset by uniform overtime expenses in Dallas Police Department (\$11,053,000), Dallas Fire-Rescue (\$927,000), and non-uniform overtime expenses. Dallas Police Department uniform overtime expenses are due in part to elevated attrition in FY 2022-23 and consistent command for police services (P1 call volume). Dallas Fire-Rescue uniform overtime expenses are due to higher-than-anticipated attrition requiring backfill to meet minimum staffing standards.

## FY 2023-24 Financial Forecast Report

**GENERAL FUND EXPENDITURES**

#	Expenditure by Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
1	Budget & Management Services	\$4,420,110	\$4,420,110	\$903,707	\$4,420,110	\$0
2	Building Services	31,078,791	31,078,791	10,647,597	31,078,791	0
3	City Attorney's Office	23,799,058	23,799,058	5,005,508	23,560,190	(238,868)
4	City Auditor's Office	3,266,138	3,266,138	684,166	3,246,158	(19,980)
5	City Controller's Office	9,162,430	9,162,430	2,123,344	9,153,768	(8,662)
6	Independent Audit	767,071	767,071	0	767,071	0
7	City Manager's Office	3,389,700	3,389,700	753,522	3,445,687	55,987
8	City Marshal's Office	21,905,930	21,905,930	4,812,479	21,722,208	(183,722)
9	Jail Contract	8,594,776	8,594,776	0	8,594,776	0
10	City Secretary's Office	3,509,388	3,509,388	872,083	3,519,389	10,001
11	Elections	1,946,292	1,946,292	28,298	1,946,292	0
12	Civil Service	2,762,162	2,762,162	693,138	3,012,132	249,970
13	Code Compliance	45,562,455	45,562,455	9,564,480	45,507,562	(54,893)
14	Dallas Animal Services	19,180,051	19,180,051	6,377,368	18,782,334	(397,717)
15*	Dallas Fire-Rescue	413,381,222	413,381,222	92,523,441	413,381,222	0
16	Dallas Municipal Court	8,370,958	8,370,958	2,041,365	8,076,158	(294,800)
17	Dallas Police Department	656,936,353	656,936,353	145,288,175	656,936,353	0
18	Data Analytics & Business Intelligence	6,108,162	6,108,162	1,207,782	5,895,440	(212,722)
19	Housing & Neighborhood Revitalization	6,920,100	6,920,100	623,430	6,703,378	(216,722)
20	Human Resources	9,186,760	9,186,760	2,703,136	9,458,787	272,027
21*	Judiciary	4,397,241	4,397,241	979,704	4,834,209	436,968
22	Library	43,489,755	43,489,755	9,631,330	43,411,103	(78,652)
	Management Services					
23	311 Customer Service Center	6,331,204	6,331,204	2,104,887	6,292,527	(38,677)
24	Communications, Outreach, & Marketing	3,777,588	3,777,588	675,886	3,522,447	(255,141)
25	Office of Community Care	10,114,699	10,114,699	1,486,903	10,082,151	(32,548)
26	Office of Community Development	754,620	754,620	22,209	730,720	(23,900)
27	Office of Community Police Oversight	784,565	784,565	107,107	690,615	(93,950)
28	Office of Emergency Management	1,251,963	1,251,963	258,912	1,251,963	0
29	Office of Environmental Quality and Sustainability	6,244,743	6,244,743	2,680,415	6,244,743	0
30	Office of Equity and Inclusion	3,785,554	3,785,554	668,635	3,482,147	(303,407)
31	Office of Government Affairs	1,112,725	1,112,725	284,074	1,062,189	(50,536)
32	Office of Homeless Solutions	17,850,149	17,850,149	9,773,162	17,956,638	106,489
33	Office of Integrated Public Safety Solutions	5,822,887	5,822,887	850,791	6,331,852	508,965
34	Small Business Center	4,354,640	4,354,640	469,364	4,253,862	(100,778)
35	Mayor & City Council	7,399,447	7,399,447	1,455,343	7,073,374	(326,073)
36	Non-Departmental	128,443,112	128,443,112	6,697,172	128,443,112	0
37*	Office of Arts & Culture	23,180,773	23,180,773	10,922,811	23,180,773	0
38	Office of Economic Development	3,679,042	3,679,042	1,098,966	3,671,583	(7,459)
39	Park & Recreation	120,076,933	120,076,933	39,267,549	120,076,933	0
40	Planning & Urban Design	8,024,033	8,024,033	1,648,079	7,753,238	(270,795)
41	Procurement Services	3,500,823	3,500,823	631,022	3,466,882	(33,941)
42	Public Works	88,552,090	88,552,090	36,580,836	88,552,090	0
43	Transportation	59,125,541	59,125,541	13,738,695	59,121,027	(4,514)
	<b>Total Departments</b>	<b>\$1,832,302,034</b>	<b>\$1,832,302,034</b>	<b>\$428,886,872</b>	<b>\$1,830,693,987</b>	<b>(\$1,608,048)</b>
44	Financial Reserves		0	0	0	0
45	Liability/Claims Fund Transfer	3,387,941	3,387,941	0	3,387,941	0
46	Salary & Benefit Stabilization	1,886,495	1,886,495	0	1,886,495	0
	<b>Total Expenditures</b>	<b>\$1,837,576,470</b>	<b>\$1,837,576,470</b>	<b>\$428,886,872</b>	<b>\$1,835,968,423</b>	<b>(1,608,048.03)</b>

\*BMS did not receive a department update for the December reporting month. Forecast was prepared by BMS staff.



## VARIANCE NOTES

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

**7 City Manager's Office.** CMO is projected to be \$56,000 over budget due to salary expenses related to position classification actions to better meet department operations and executive support functions.

**10 City Secretary's Office.** SEC is projected to be \$10,000 over budget due to termination payouts for retiring employees, partially offset by salary savings associated with two vacant positions.

**12 Civil Service.** CVS is projected to be \$250,000 over budget due to salary expenses associated with prior year elimination of funding for vacant positions, one of which was ultimately filled, and increased hiring above the budgeted vacancy rate.

**20 Human Resources.** HR is projected to be \$272,000 over budget due to temporary staffing expenses.

**21 Judiciary.** CTJ is projected to be \$437,000 over budget due to salary expenses associated with higher recruitment and retention of staff than in previous years, assuming a straight-line projection through the end of FY 2023-24 with no changes to current staffing levels, as well as additional work CTJ is involved with in underserved low-impact communities in four selected districts to provide additional access to court services through an unbudgeted program.

**24 Communications, Outreach, & Marketing.** COM is projected to be \$255,000 under budget due to salary savings associated with four vacant positions.

**27 Office of Community Police Oversight.** OCPO is projected to be \$94,000 under budget due to salary savings associated with three vacant positions.

**32 Office of Homeless Solutions.** OHS is projected to be \$106,000 over budget due to salary expenses above the budgeted vacancy rate.

**33 Office of Integrated Public Safety Solutions.** OIPSS is projected to be \$509,000 over budget due to salary expenses above the budgeted vacancy rate.

## FY 2023-24 Financial Forecast Report

**ENTERPRISE FUNDS**

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
------------	------------------------------	------------------------------	------------	-------------	----------

**1 AVIATION**

Beginning Fund Balance	\$87,104,190	\$87,104,190		\$87,104,190	\$0
Total Revenues	182,592,444	182,592,444	44,587,802	184,832,684	2,240,240
Total Expenditures	184,832,684	184,832,684	45,857,302	184,743,348	(89,336)
Ending Fund Balance	\$84,863,950	\$84,863,950		\$87,193,526	\$2,329,576

**2 CONVENTION & EVENT SERVICES**

Beginning Fund Balance	\$56,656,767	\$56,656,767		\$56,656,767	\$0
Total Revenues	137,145,998	137,145,998	18,751,478	137,775,961	629,963
Total Expenditures	137,145,998	137,145,998	19,913,166	147,775,961	10,629,963
Ending Fund Balance	\$56,656,767	\$56,656,767		\$46,656,767	(\$10,000,000)

**3 DEVELOPMENT SERVICES\***

Beginning Fund Balance	\$20,815,859	\$20,815,859		\$20,815,859	\$0
Total Revenues	45,465,884	45,465,884	8,932,944	45,465,884	0
Total Expenditures	53,952,347	53,952,347	9,788,707	53,952,347	0
Ending Fund Balance	\$12,329,396	\$12,329,396		\$12,329,396	\$0

**4 MUNICIPAL RADIO\***

Beginning Fund Balance	\$337,211	\$337,211		\$337,211	\$0
Total Revenues	636,398	636,398	103,774	636,398	0
Total Expenditures	636,398	636,398	251,080	636,398	0
Ending Fund Balance	\$337,211	\$337,211		\$337,211	\$0

**5 SANITATION SERVICES**

Beginning Fund Balance	\$23,377,689	\$23,377,689		\$23,377,689	\$0
Total Revenues	152,709,535	152,709,535	39,246,324	157,184,700	4,475,165
Total Expenditures	153,689,531	153,689,531	22,898,156	153,689,531	0
Ending Fund Balance	\$22,397,693	\$22,397,693		\$26,872,858	\$4,475,165

**6 STORM DRAINAGE MANAGEMENT—DALLAS WATER UTILITIES**

Beginning Fund Balance	\$9,962,402	\$9,962,402		\$9,962,402	\$0
Total Revenues	80,093,972	80,093,972	18,843,310	80,093,972	0
Total Expenditures	80,093,972	80,093,972	15,213,039	80,093,972	0
Ending Fund Balance	\$9,962,402	\$9,962,402		\$9,962,402	\$0

**7 WATER UTILITIES**

Beginning Fund Balance	\$97,247,412	\$97,247,412		\$97,247,412	\$0
Total Revenues	791,276,133	791,276,133	205,357,646	791,276,133	0
Total Expenditures	791,275,376	791,275,376	169,156,733	791,275,376	0
Ending Fund Balance	\$97,248,169	\$97,248,169		\$97,248,169	\$0

\*BMS did not receive a department update for the December reporting month. Forecast was prepared by BMS staff.



## FY 2023-24 Financial Forecast Report

**INTERNAL SERVICE FUNDS**

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
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**8 BOND & CONSTRUCTION MANAGEMENT**

Beginning Fund Balance	\$64,982	\$64,982	\$0	\$64,982	\$0
Total Revenues	22,043,477	22,043,477	734,545	21,177,331	(866,146)
Total Expenditures	22,043,477	22,043,477	4,240,651	21,177,331	(866,146)
Ending Fund Balance	\$64,982	\$64,982		\$64,982	\$0

**9 EQUIPMENT & FLEET MANAGEMENT**

Beginning Fund Balance	\$6,399,526	\$6,399,526		\$6,399,526	\$0
Total Revenues	68,778,781	68,778,781	21,483	68,778,781	0
Total Expenditures	71,794,210	71,794,210	11,180,883	71,794,210	0
Ending Fund Balance	\$3,384,097	\$3,384,097		\$3,384,097	\$0

**10 EXPRESS BUSINESS CENTER**

Beginning Fund Balance	\$7,212,164	\$7,212,164		\$7,212,164	\$0
Total Revenues	2,868,790	2,868,790	555,762	2,946,949	78,159
Total Expenditures	2,152,280	2,152,280	589,209	2,143,571	(8,709)
Ending Fund Balance	\$7,928,674	\$7,928,674		\$8,015,542	\$86,868

**11 INFORMATION TECHNOLOGY**

Beginning Fund Balance	\$19,328,923	\$19,328,923		\$19,328,923	\$0
Total Revenues	121,639,867	121,639,867	28,019,251	121,621,375	(18,492)
Total Expenditures	131,784,124	131,784,124	55,456,051	131,761,408	(22,716)
Ending Fund Balance	\$9,184,666	\$9,184,666		\$9,188,890	\$4,224

**12 RADIO SERVICES**

Beginning Fund Balance	\$2,825,954	\$2,825,954		\$2,825,954	\$0
Total Revenues	22,264,018	22,264,018	5,278,638	22,264,018	0
Total Expenditures	18,873,781	18,873,781	3,790,278	18,873,781	0
Ending Fund Balance	\$6,216,191	\$6,216,191		\$6,216,191	\$0

## FY 2023-24 Financial Forecast Report

**OTHER FUNDS**

Department	FY 2023-24 Adopted Budget	FY 2023-24 Amended Budget	YTD Actual	YE Forecast	Variance
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**13 9-1-1 SYSTEM OPERATIONS**

Beginning Fund Balance	\$4,811,495	\$4,811,495		\$4,811,495	\$0
Total Revenues	12,897,076	12,897,076	2,709,311	13,476,671	579,595
Total Expenditures	12,866,761	12,866,761	3,733,381	12,821,804	(44,957)
Ending Fund Balance	\$4,841,810	\$4,841,810		\$5,466,362	\$624,552

**14 DEBT SERVICE**

Beginning Fund Balance	\$114,061,997	\$114,061,997		\$114,061,997	\$0
Total Revenues	443,871,742	443,871,742	118,512,273	448,177,954	4,306,212
Total Expenditures	420,687,511	420,687,511	0	409,798,610	(10,888,901)
Ending Fund Balance	\$137,246,228	\$137,246,228		\$152,441,341	\$15,195,113

**15 EMPLOYEE BENEFITS**

City Contributions	\$134,878,640	\$134,878,640	\$18,535,874	\$134,947,865	\$69,225
Employee Contributions	46,665,178	46,665,178	11,375,676	46,665,178	0
Retiree	25,583,019	25,583,019	5,800,684	25,583,019	0
Other	0	0	48,730	48,730	48,730
Total Revenues	207,126,836	207,126,836	35,760,965	207,244,792	117,956
Total Expenditures	\$205,942,598	\$205,942,598	\$52,554,932	\$205,942,598	\$0

Note: FY 2023-24 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported (IBNR) claims.

**16 RISK MANAGEMENT**

Worker's Compensation	\$18,362,599	\$18,362,599	\$18,574,984	\$18,574,984	\$212,385
Third Party Liability	10,033,670	10,033,670	6,387,527	10,033,670	0
Purchased Insurance	18,139,030	18,139,030	18,124,438	18,124,438	(14,592)
Interest and Other	0	0	236,709	236,709	236,709
Total Revenues	46,535,299	46,535,299	43,323,657	46,969,801	434,502
Total Expenditures	\$60,094,967	\$60,094,967	\$24,917,898	\$52,786,208	(\$7,308,759)

Note: FY 2023-24 YE forecast reflects claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects the total current liability for Risk Management (worker's compensation/liability/property insurance).

## VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summaries include the beginning fund balance with the YE revenue and expenditure forecasts. As of December 31, 2023, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2022-23 unaudited projected ending fund balance and does not reflect additional YE savings. We anticipate adjustments to the FY 2023-24 amended beginning fund balance after FY 2022-23 audited statements become available in April 2024. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, YE forecast projected to exceed budget, or projected use of fund balance.

**1 Aviation.** AVI revenues are projected to be \$2,240,000 over budget due to greater-than-forecasted enplanements which has driven higher garage parking, concessions, terminal rental, and landing fee revenues.

**2 Convention & Event Services.** CCT revenues are projected to be \$630,000 over budget due to higher number of events than budgeted. CCT expenses are projected to be \$10,630,000 over budget due to an increased capital transfer from fund balance supported by excess revenue in FY 2022-23.

**5 Sanitation Services.** SAN revenues are projected to be \$4,475,000 over budget due to higher volume of disposal business from commercial haulers.

**8 Bond & Construction Management.** BCM revenues are projected to be \$866,000 under budget due to lower expenses. BCM expenses are projected to be \$866,000 under budget due to salary savings associated with 46 vacant positions. BCM charges each capital project budget for project implementation costs. Savings in actual implementation expenses result in fewer charges to the capital project.

**10 Express Business Center.** EBC revenues are projected to be \$78,000 over budget due to interest earnings and surplus revenues from retail items, copies, and notary services.

**13 9-1-1 System Operations.** 911 System Operations revenues are projected to be \$580,000 over budget due to increased 9-1-1 fee collections for residential and commercial wireline services based on year-to-date receipts.

**14 Debt Service.** Debt Service revenues are projected to be \$4,306,000 over budget due to delayed transfers from Sanitation related to Series 2023 equipment acquisition notes and from unbudgeted interest payments from Stormwater and Fair Park for Series 2024A certificates of obligation. Debt service expenses are \$10,889,000 below budget mainly because of reduced expenses linked to the refunding of the Series 2013A and Series 2014 GO refunding and improvement bonds, as well as a more advantageous debt structure for the Trinity River bond Series 2024A

**15 Employee Benefits.** Employee Benefits revenues are projected to be \$118,000 over budget due to interest earnings and City Contributions based on forecast usage.

**16 Risk Management.** ORM revenues are projected to be \$435,000 over budget due to interest earnings and higher than budgeted subrogation recovery. ORM expenses are projected to be \$7,309,000 under budget due to a delay in anticipated claims that have been moved from FY 2023-24 to FY 2024-25.



## FY 2023-24 Financial Forecast Report

**GENERAL OBLIGATION BONDS****2017 Bond Program**

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
A	Street and Transportation	\$533,981,000	\$533,981,000	\$338,237,344	\$125,141,197	\$70,602,459
B	Park and Recreation Facilities	261,807,000	261,807,000	180,919,416	13,590,119	67,297,465
C	Fair Park	50,000,000	50,000,000	40,812,621	3,004,362	6,183,017
D	Flood Protection and Storm Drainage	48,750,000	48,750,000	17,894,337	17,179,185	13,676,479
E	Library Facilities	15,589,000	15,589,000	14,899,938	184,017	505,045
F	Cultural and Performing Arts Facilities	14,235,000	14,235,000	13,218,853	345,632	670,514
G	Public Safety Facilities	32,081,000	32,081,000	27,197,030	150,131	4,733,839
H	City Facilities	18,157,000	18,157,000	3,542,120	498,874	14,116,006
I	Economic Development	55,400,000	55,400,000	22,018,319	8,073,894	25,307,787
J	Homeless Assistance Facilities	20,000,000	20,000,000	17,426,227	90,181	2,483,592
<b>Total</b>		<b>\$1,050,000,000</b>	<b>\$1,050,000,000</b>	<b>\$676,166,206</b>	<b>\$168,257,591</b>	<b>\$205,576,203</b>

**2012 Bond Program**

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
1	Street and Transportation Improvements	\$260,625,000	\$266,938,887	\$260,027,760	\$4,134,615	\$2,776,512
2	Flood Protection and Storm Drainage Facilities	326,375,000	326,375,000	251,926,296	63,035,800	\$11,412,904
3	Economic Development	\$55,000,000	55,000,000	39,111,855	5,072,684	\$10,815,462
<b>Total</b>		<b>\$642,000,000</b>	<b>\$648,313,887</b>	<b>\$551,065,910</b>	<b>\$72,243,099</b>	<b>\$25,004,878</b>

**2006 Bond Program**

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
1	Street and Transportation Improvements	\$390,420,000	\$406,490,554	\$394,090,036	\$8,029,706	\$4,370,812
2	Flood Protection and Storm Drainage Facilities	334,315,000	342,757,166	304,239,786	12,827,312	25,690,068
3	Park and Recreation Facilities	343,230,000	353,343,060	349,880,666	1,025,492	2,436,902
4	Library Facilities	46,200,000	52,148,600	47,675,238	15,085	4,458,276
5	Cultural Arts Facilities	60,855,000	63,821,447	63,151,488	0	669,959
6	City Hall, City Service and Maintenance Facilities	34,750,000	36,216,478	33,261,031	232,349	2,723,098
7	Land Acquisition Under Land Bank Program	1,500,000	1,500,000	1,474,169	0	25,831
8	Economic Development	41,495,000	45,060,053	42,735,357	922,500	1,402,196
9	Farmers Market Improvements	6,635,000	6,933,754	6,584,013	0	349,741
10	Land Acquisition in the Cadillac Heights Area	22,550,000	22,727,451	11,809,029	22,150	10,896,272
11	Court Facilities	7,945,000	8,146,606	7,869,762	0	276,844
12	Public Safety Facilities and Warning Systems	63,625,000	66,072,938	65,380,180	417,044	275,714
<b>Total</b>		<b>\$1,353,520,000</b>	<b>\$1,405,218,107</b>	<b>\$1,328,150,757</b>	<b>\$23,491,638</b>	<b>\$53,575,712</b>

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

FY 2023-24 Financial Forecast Report

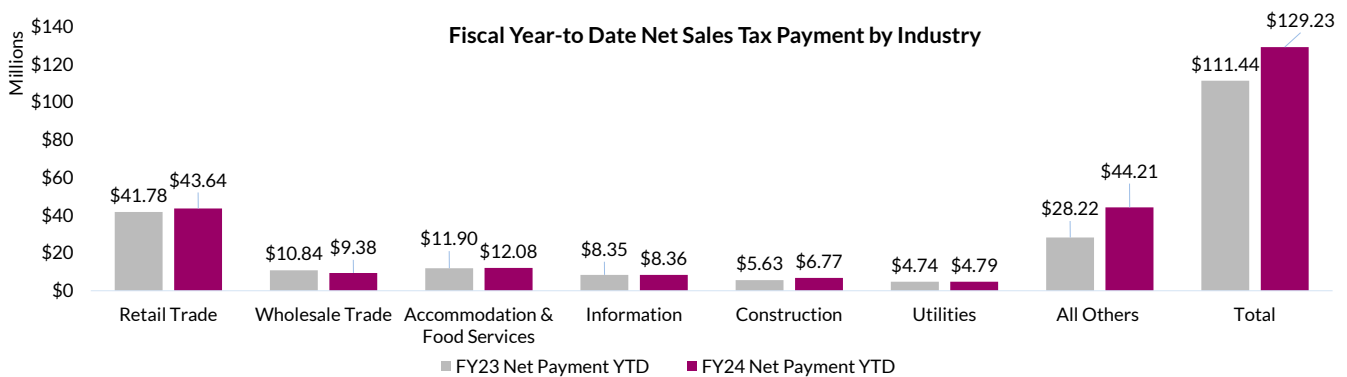
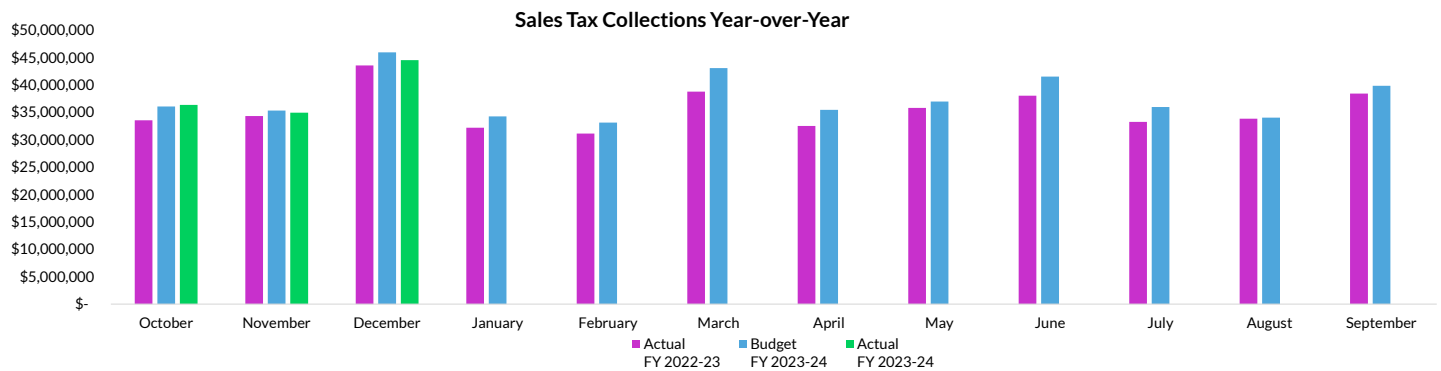
# ECONOMIC INDICATORS

## Sales Tax

The current sales tax rate is 8.25 percent - 6.25 percent goes to the state, one percent to the City, and one percent to DART. The FY 2023-24, Sales Tax Budget is \$451,745,839. As of December 31, 2023, the sales tax forecast is at budget. We will update the forecast throughout the year as additional information becomes available.

December sales tax receipts include \$13,391,000 from the State Comptroller's Office as part of an audit finding. During a prior reporting period (2010-2013), one vendor incorrectly reported sales tax to other entities.

The charts in this section provide more information about sales tax collections.



## FY 2023-24 Financial Forecast Report

**ECONOMIC INDICATORS**

Year-over-Year Change in Sales Tax Collections		
Industry	December FY24 over December FY23	FYTD24 over FYTD23
Retail Trade	5%	4%
Wholesale Trade	-21%	-13%
Accommodation and Food Services	1%	2%
Information	-3%	0%
Construction	56%	20%
Utilities	-15%	1%
All Others	128%	57%
Total Collections	33%	16%

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

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

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

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

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

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

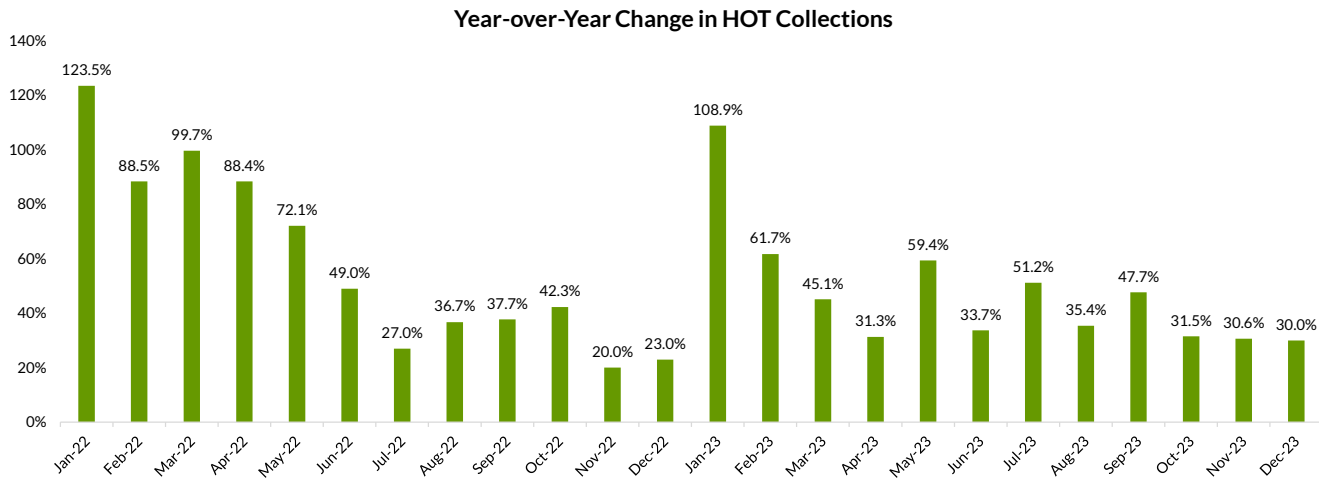
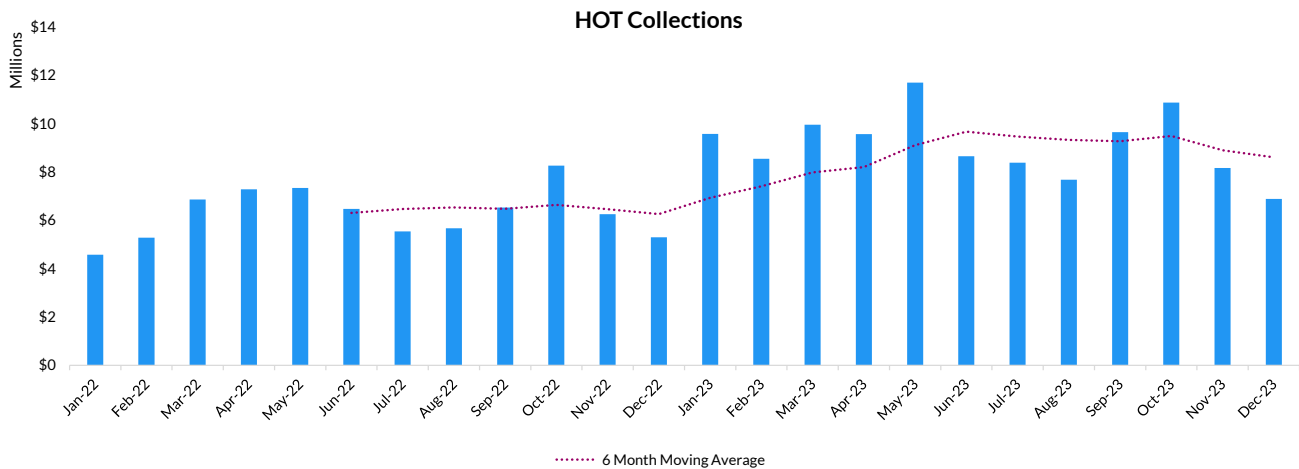
**All Others.** Includes but is not limited to manufacturing, professional and business services, financial activities, education and health services, and natural resources and mining.

FY 2023-24 Financial Forecast Report

# ECONOMIC INDICATORS

## Hotel Occupancy Tax

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



Beginning November 2022, the HOT rate collected by the City of Dallas increased from seven to nine percent. HOT allocations including the additional two percent are reflected beginning in January 2023.



FY 2023-24 Financial Forecast Report

# ECONOMIC INDICATORS

## Convention Center Event Bookings

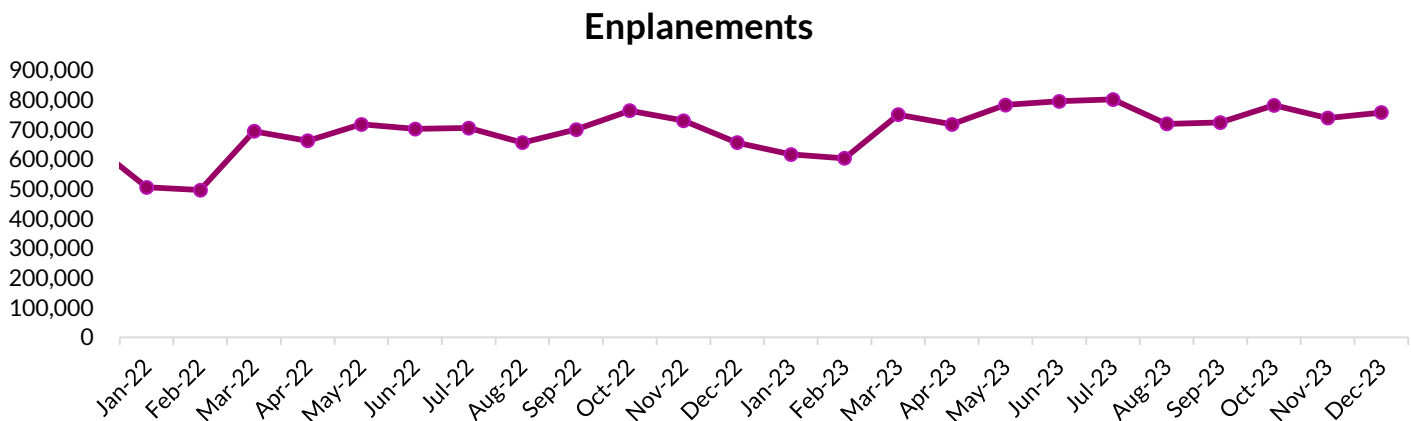
The table below lists the number of actual, planned, and forecast events at the KBHCCD for the last three fiscal years. Please note if no event takes place, it results in an equal reduction in revenue and expenses.

	FY22 Actual	FY23 Actual	FY24 Planned	FY24 Actual/Forecast*
October	6	10	11	11
November	5	2	4	4
December	9	12	6	7
January	4	5	7	8
February	10	14	10	10
March	13	10	8	10
April	8	6	3	3
May	6	10	9	8
June	11	12	9	9
July	4	5	6	5
August	8	5	7	7
September	10	5	3	5
<b>Total</b>	<b>94</b>	<b>96</b>	<b>83</b>	<b>87</b>

\* Due to shifts in cancellations and rescheduling, FY24 actuals for prior months may be updated.

## Love Field Enplanements

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



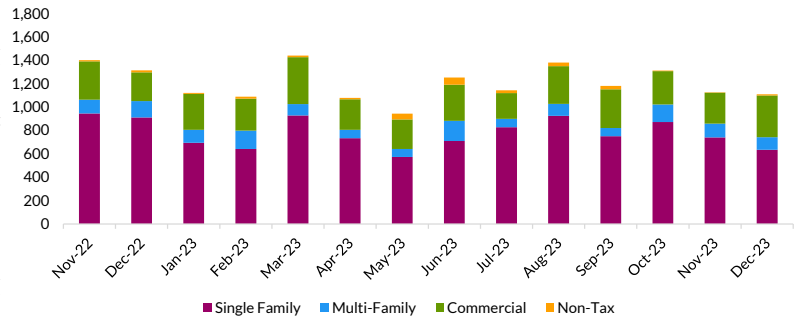
FY 2023-24 Financial Forecast Report

# ECONOMIC INDICATORS

## Building Permits

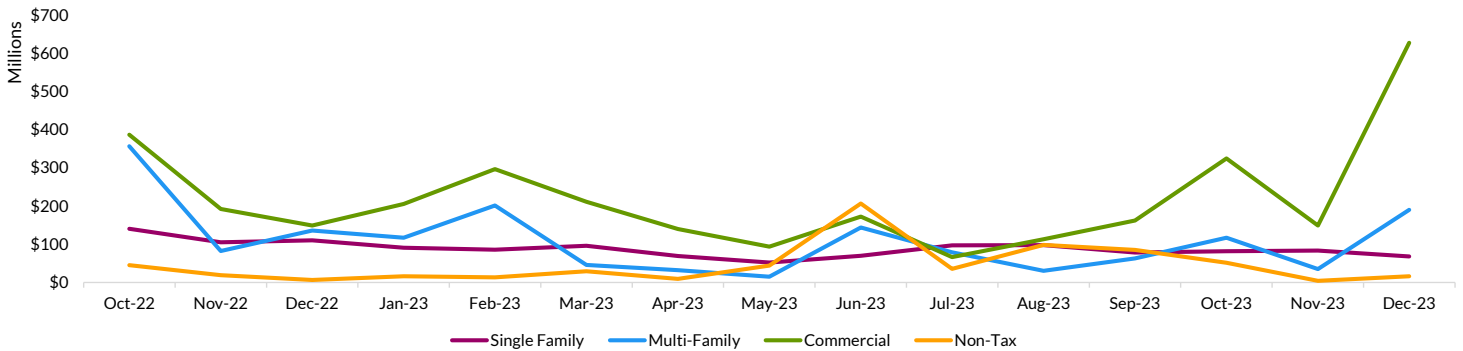
Building permits (required for all construction in Dallas) can provide insight into upcoming activity in the housing market and other areas of the economy. Permits are a key indicator of the confidence developers have in the economy; likewise, a decline can indicate developers do not anticipate economic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

Number of Issued Building Permits



Source: Data from POSSE Land Management software (Development Services)

Issued Building Permit Valuations



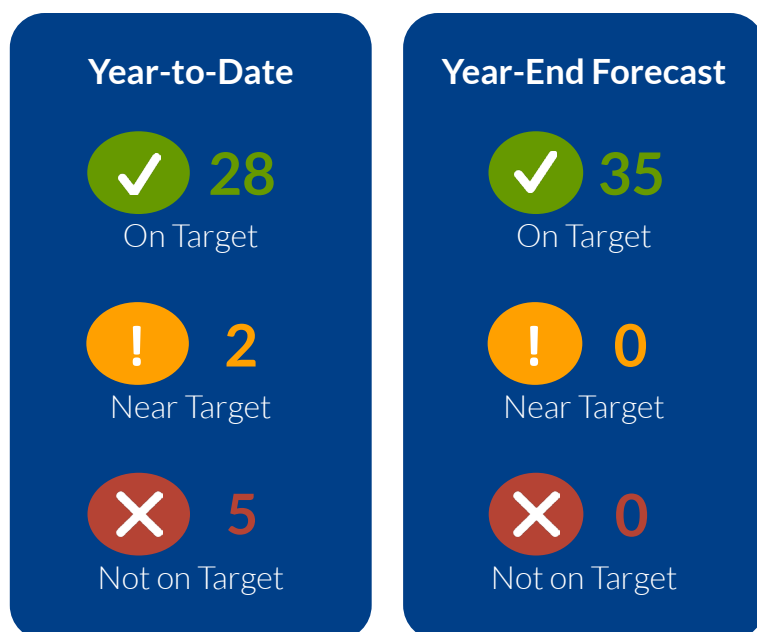
Source: Data from POSSE Land Management software (Development Services)  
 \*Single-family home valuations are estimations only.

# DALLAS 365

The Dallas 365 initiative aligns 35 key performance measures to our eight strategic priorities. The department responsible for each measure is noted at the end of the measure's description, and last year's performance is included if available. If FY 2023-24 data is not available, N/A is listed.

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

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



#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
<b>Economic Development</b>						
1*	Average number of business days to complete first review of residential permit application (Development Services)	8	10	1	10	8
2*	Average number of business days to complete first review of commercial permit application (Development Services)	2	15	11	15	15
3	Percentage of attracted private investment documented by contract that occurs in Target Areas (Office of Economic Development)	N/A	40.0%	100.0%	40.0%	40.0%
4	Percentage spent with local businesses (Small Business Center)	59.0%	40.0%	40.5%	40.0%	40.5%
5	Percentage of dollars spent with local M/WBE businesses (Small Business Center)	80.9%	70.0%	62.3%	70.0%	70.0%
<b>Government Performance &amp; Financial Management</b>						
6	Percentage of invoices paid within 30 days (City Controller's Office)	79.7%	85.0%	76.3%	85.0%	85.0%
7	Percentage of vehicles receiving preventive maintenance on schedule (Compliance I) (Equipment & Fleet Management)	N/A	65.0%	75.3%	65.0%	75.3%
8	Percentage of customers satisfied with call experience (311 Customer Service Center)	89.1%	88.0%	91.1%	88.0%	91.1%

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



## FY 2023-24 Dallas 365

#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
9	Completion rate for informal solicitations (Procurement Services)	22.2%	80.0%	82.8%	80.0%	82.8%
<b>Housing &amp; Homelessness Solutions</b>						
10	Percentage of development funding leveraged by private sources (Housing & Neighborhood Revitalization)	89.7%	60.0%	80.9%	60.0%	80.9%
11	Percentage of service requests resolved within 21 days (Office of Homeless Solutions)	87.0%	85.0%	92.4%	85.0%	92.4%
12	Percentage of beds utilized under the Pay-to-Stay program (Office of Homeless Solutions)	100.0%	90.0%	104.4%	90.0%	95.0%
<b>Parks, Trails, &amp; the Environment</b>						
13	Percentage of CECAP actions underway annually (Office of Environmental Quality & Sustainability)	75.3%	59.8%	69.1%	75.3%	77.3%
14	Average number of recreation programming hours per week (youth, seniors, and athletic leagues) (Park & Recreation)	3,269	2,300	3,550	2,300	2,300
15	Residential recycling diversion rate (Sanitation Services)	18.2%	20.5%	17.6%	20.5%	20.5%
16	Percentage of garbage and recycling routes completed on time (Sanitation Services)	99.9%	95.0%	99.8%	95.0%	99.8%
<b>Public Safety</b>						
17	Percentage of EMS responses within nine minutes or less (Dallas Fire-Rescue)	85.4%	90.0%	84.9%	90.0%	90.0%
18	Percentage of first company responses to structure fires within five minutes and 20 seconds of dispatch (Dallas Fire-Rescue)	87.0%	90.0%	89.4%	90.0%	90.0%
19*	Crimes against persons (per 100,000 residents) (Dallas Police Department)	1,936	316.4	467.6	2,000	483.3
20	Percentage of responses to Priority 1 calls within eight minutes or less (Dallas Police Department)	61.5%	60.0%	49.2%	60.0%	60.0%
21	Percentage of 911 calls answered within 10 seconds (Dallas Police Department)	93.3%	90.0%	94.0%	90.0%	94.0%
22	Monthly complaint resolution rate (DPD and OCPO) (Office of Community Police Oversight)	78.3%	70.0%	85.1%	70.0%	85.1%
23	Percentage of crisis intervention calls handled by the RIGHT Care team (Office of Integrated Public Safety Solutions)	59.8%	44.2%	52.3%	44.2%	52.3%

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





## FY 2023-24 Dallas 365

#	Measure	FY 2022-23 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
<b>Quality of Life, Arts, &amp; Culture</b>						
24	Number of cases resolved by community prosecution (City Attorney's Office)	211	38	162	450	450
25	Percentage of litter and high weed service requests closed within SLA (Code Compliance)	98.4%	85.0%	93.4%	85.0%	93.4%
26	Percentage increase in dogs and cats transferred to rescue partners (Dallas Animal Services)	41.9%	5.0%	11.0%	5.0%	8.7%
27	Satisfaction rate with library programs (Library)	98.1%	95.0%	100.0%	95.0%	100.0%
28	Percentage of cultural services funding to ALAANA (African, Latinx, Asian, Arab, Native American) artists and organizations (Office of Arts & Culture)	32.8%	35.0%	46.4%	35.0%	46.4%
<b>Transportation &amp; Infrastructure</b>						
29	Planned lane miles improved (792 of 11,770 miles) (Public Works)	98.4%	17.0%	9.0%	100.0%	100.0%
30	Percentage of planned sidewalk projects completed (Public Works)	N/A	5.0%	0.0%	100.0%	100.0%
31	Percentage of potholes repaired within three days (Public Works)	97.7%	98.0%	97.8%	98.0%	98.0%
32	Percentage of signal malfunction responses within 120 minutes (Transportation)	90.4%	79.7%	81.1%	91.0%	91.0%
33	Percentage of long line pavement marking miles restriped (611 of 1,223 miles) (Transportation)	50.0%	14.4%	18.3%	50.0%	50.0%
<b>Workforce, Education, &amp; Equity</b>						
34	Percentage of users who reported learning a new skill through adult learning or career development programs (Library)	94.0%	92.0%	100.0%	92.0%	100.0%
35	Percentage of annual Racial Equity Plan department progress measures completed (Office of Equity & Inclusion)	N/A	15.0%	44.5%	75.0%	75.0%

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

## FY 2023-24 Dallas 365

**VARIANCE NOTES**

**5** SBC YTD Actual is under the target due to a decrease in spending with non-local M/WBE vendors. Performance is expected to increase as a result of outreach events within the city and with partner departments. Outreach efforts include: B2B Connect Networking Events, the Dallas Accelerator Program, and the Mentor Protégé Program. SBC and AVI planned a Disadvantaged Business Enterprise outreach event for January 2024. SBC anticipates improvement by April with December actuals reported at the target of 70 percent.

**6** CCO invoices paid within 30 days are below the target mainly due to a few high-volume departments experiencing delays approving invoices. Delays in departmental approval results in delays in payment by CCO Accounts Payable (AP). CCO AP is actively working with identified departments to reduce processing delays such as invoices with incomplete information. CCO December 2023 actuals were reported at 85 percent and anticipates meeting the target in future reporting periods.

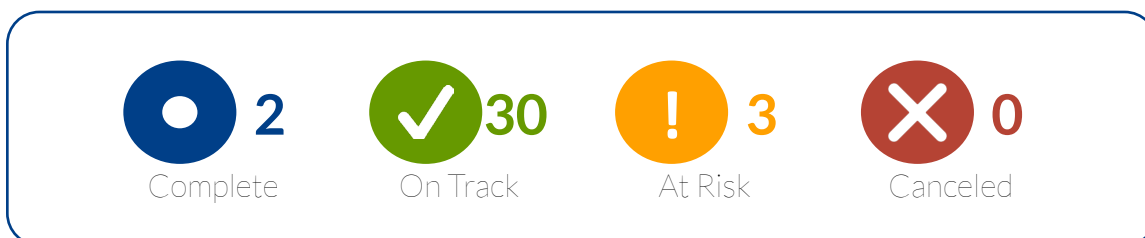
**15** Recycling tonnage has been slightly lower than anticipated due to collection equipment shortages and fewer resident participation in the recycling program while refuse collections have been increasing. SAN is continuing to work with EFM to improve equipment availability so delays due to equipment will continue later into this FY as new equipment comes online. Additionally, the Sanitation Outreach Team is continuing efforts to educate the public on the City's recycling program. The Sanitation Outreach Team hosted 23 City-wide events in December.

**17** DFR is experiencing increased EMS response times due to several factors: Emergency call volume remains high, and DFR's EMS transport rate continues to be over 60 percent (compared to historical rates of 40-45 percent). High call volume and transport rates result in a decrease in the number of available units and an increase in unit hour utilization, resulting in an increase in response times. Additionally, a significant winter weather event in December 2023 resulted in extremely high call volume and negatively impacted response times. DFR remains confident that recent improvements to the emergency response model will continue to improve service delivery.

**20** DPD continues to emphasize hiring to increase the percentage of calls answered within eight minutes. These expanded hiring efforts have resulted in an increase in applicants from last year. An increase in police personnel will provide more resources to call response and result in better response times.

# BUDGET INITIATIVE TRACKER

The Budget Initiative Tracker reports on 35 activities included in the FY 2023-24 budget. For each initiative included in this report, you will find the initiative number, title, description, status, and measure. At the end of each description, the responsible department is listed. Each month, the responsible department provides a current status for the initiative and indicates whether the initiative is “complete” (blue circle), “on track” for completion by the end of the fiscal year or life of the program initiative (green check mark), “at risk” of not being completed by the end of the fiscal year (yellow exclamation mark), or “canceled” (red x).



## In the Spotlight

The Office of Homeless Solutions (OHS) is actively taking measures to reduce homelessness through the R.E.A.L. Time Rehousing Initiative (RTR). This initiative aimed to house over 2,700 individuals by 2023, with a new target of reaching a cumulative 6,000 by 2025. The initiative involves conducting assessments to determine participants' ability to maintain stable housing, providing rental subsidies for 12 months, distributing move-in kits, and offering personalized support services such as mental healthcare and job training. The program emphasizes the importance of community support and has already successfully housed 2,977 individuals and families in two years, including those with specific needs such as domestic violence survivors and individuals with chronic health issues.



## FY 2023-24 Budget Initiative Tracker

**ECONOMIC DEVELOPMENT****1 Augmentation of Planning and Zoning** ✓

**INITIATIVE** Augment planning and zoning staff with additional funding to address high demand for new development. In FY 2023-24, PNV will invest \$400,000 to decrease the review time for new development initiatives from 10 months to four months (PNV).

**STATUS** An Administrative Action request was submitted to CAO in December 2023 to consolidate funding into the existing contract and clarify scope of work. The updated contract will go to City Council for approval in February 2024.

**2 Community Development Team** ✓

**INITIATIVE** Launch a Community Development Team to advance community-oriented real estate projects with catalytic potential. In FY 2023-24, OCD will implement affordable housing initiatives to revitalize neighborhoods that align with the Comprehensive Environmental and Climate Action Plan (CECAP), the Connect Dallas Strategic Mobility Plan (Connect Dallas), the Racial Equity Plan (REP), the Economic Development Policy (EDP), the Economic Development Incentives Policy (Incentives Policy), and the Housing Policy 2033 (DHP33) (OCD).

**STATUS** OCD has hired and completed onboarding for all Project Managers. Project Managers have begun evaluating various citywide comprehensive plans and policies in collaboration with partner departments to ensure alignment of various citywide comprehensive plans and policies.

**3 Infrastructure Investment Fund** ✓

**INITIATIVE** Allocate up to \$5.987 million in available funding from the Infrastructure Investment Fund to stimulate private investments in distressed areas as part of implementation of the Economic Development Policy (ECO). In FY 2023-24, ECO will report the cumulative amount of Infrastructure Investment Funds awarded to date by administrative action and/or City Council for new development in Southern Dallas and/or other historically underinvested areas (ECO).

**STATUS** As of December 2023, no applications have been awarded for the infrastructure investment fund. The infrastructure investment fund, alongside other funding sources, may be used to offer incentives in development agreements with private partners. While ongoing incentive applications are in process, the most suitable funding sources will be determined after completing the analysis, underwriting, and negotiation process, to potentially make incentive offers involving infrastructure investment funds in FY 2023-24.

**4 Development Services** ✓

**INITIATIVE** DEV will focus on updating fees to ensure maintenance of at least 30 days of budgeted operations and maintenance expense in net working capital and avoid cash deficit. In FY 2023-24, DEV will implement fee study recommendations resulting from the 2023 cost of service study and implement an annual fee cost escalator by February 2024 (DEV).

**STATUS** DEV's fee study outcomes from the 2023 cost of service study were deferred until March 2024 for City Council consideration.

**5 Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Master Plan** ✓

**INITIATIVE** Continue implementation of the Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Master Plan. In FY 2023-24, CCT will complete the A&E design for the first phase of the expansion plan - 3C West of Lamar & Dallas Memorial Auditorium and award a contract for construction services (CCT).

**STATUS** City Council approved a contract on September 13, 2023, with Inspire Dallas to be the KBHCCD Component 1 Project Manager at Risk. Inspire Dallas has begun work to procure A&E design and construction firms. Open and active procurements for Components 2-6 of the KBHCCD Master Plan are underway, and City staff has begun the evaluation process for owner's representative for Component 2 Transportation Alternatives. CCT will present a full briefing to City Council on March 6, 2024.

## FY 2023-24 Budget Initiative Tracker

# GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

## 6 Modernize Key Software Applications

**INITIATIVE** Invest in Information Technology infrastructure to optimize and support the digital ecosphere, improve productivity, and ensure the City's network is amply protected in everyday operations. In FY 2023-24, ITS will complete implementation of network resilience through advanced technology and connectivity and modernizing technology such as upgrading financial and budget system and expanding the use of the Salesforce platform to an additional five departments (City Manager's Office, Code Compliance, Dallas Police and the Offices of Procurement Services and Community Care). ITS will also implement projects to improve operations for public safety including the rehosting of all 911 Computer Aided Dispatch and 911 call recording servers, replacement of the Dallas Fire Rescue Station Alerting System, and updates to the Dallas Police body worn camera infrastructure (ITS).

**STATUS** As of December 2023, ITS spent \$981,910 out of \$5,423,435 allocated for various network resilience projects. ITS completed the rehosting of 911 CAD and call recording servers. The remaining projects' status is as follows: The AdvantageDallas project to upgrade the financial and budget systems is in the configuration phase of the project and on schedule for October 2024 implementation. For Salesforce expansions, the OCC's Online Grant Management is still in the planning phase. The CMO's Enterprise Community & Employee Engagement has moved to the configuration phase. The CCS' Inventory and Asset Management and DPD's Procurement Automation - Phase 1 projects are near the end of the User Acceptance testing phase. Finally, the POM's Solicitation Management project for Phase 2 is still in the discovery phase. The Request for Competitive Sealed Proposal (RFCSP) for the DFR's Station Alerting System is in the procurement process. Updates are ongoing for DPD's body-worn camera infrastructure.

## 7 Procurement Services - Enhanced Services

**INITIATIVE** Ensure support of citywide solicitations and contract management are maintained and optimized per industry standards. In FY 2023-24, POM will increase staffing capacity by adding five positions to procure goods and services more efficiently and decrease contract development by 45 days (OPS).

**STATUS** Of the five approved positions, three have received offer letters with expected start dates starting in January and February 2024, one position will be reclassified to a different title, and the remaining position has been filled. Process changes have been implemented and Salesforce training will be introduced in the second quarter of FY 2023-24.

## FY 2023-24 Budget Initiative Tracker

**HOUSING & HOMELESSNESS SOLUTIONS****8 Addressing Homelessness - Rebranded RTR**

**INITIATIVE** The Dallas R.E.A.L Time Rapid Rehousing (DRTRR) initiative's team of homeless providers has now been rebranded as the R.E.A.L. Time Rehousing (RTR) initiative with a new goal of housing a combined 6,000 unique individuals by the end of 2025 (OHS).

**STATUS** From October 2021 to December 2023, the Real Time Rehousing Initiative housed 2,977 individuals. Of those housed, 38 percent consisted of adults with children and 62 percent were of adults only. OHS is partnering with Housing Forward to continue encampment decommissioning effort to offer individuals in established encampment housing solutions.

**9 Minor Home Repair Program**

**INITIATIVE** Support senior residents and invest \$1.7 million in the Minor Home Repair Program. In FY 2023-24, HOU will approve up to 150 applications for grants up to \$10,000 to improve accessibility within the home and increase safety and efficiency (HOU).

**STATUS** Housing is working on a program amendment to Home Repair Programs to serve seniors more effectively with the \$1,700,000 allocated. Housing will use the funding for the amended program once adopted by City Council, tentatively set for spring 2024. Housing will use their current list of applications once program is updated.

## FY 2023-24 Budget Initiative Tracker

**PARKS, TRAILS, & THE ENVIRONMENT****10 Strengthen Park Security Presence** ✓

**INITIATIVE** Strengthen park security presence and enhance parks and trails enforcement by installing additional lighting, security cameras, and Emergency Blue Light tower phones. In FY 2023-24, PKR will hire eight City Marshals (including supervisor), hire four park rangers, install new lighting, install new security cameras, and install Emergency Blue Light tower phones (PKR).

**STATUS** The City Marshal's Office is currently recruiting and interviewing for the eight City Marshal positions and two of the Park Ranger positions have been filled. Offers have been made to fill the remaining Park Ranger positions. For park security, 20 cameras are currently on order and pending installation in 17 different parks, trails, and tennis court locations. Light installations have been installed in West Trinity and Northhaven with more being scheduled for various parks around the city. Trucks, UTVs, bikes, and a drone are in the process of being purchased to be deployed for added park safety.

**11 Urban Agriculture Infrastructure Grant Program** ✓

**INITIATIVE** Invest in an Urban Agriculture Infrastructure grant program to aid urban agriculture stakeholders (OEQS). In FY 2023-24, OEQS will establish a grant program and award at least one grant, not to exceed \$10,000 to an urban agricultural organization seeking to implement urban agricultural facilities (OEQS).

**STATUS** OEQS has identified local organizations with the potential to qualify for the Urban Agriculture Infrastructure grant. Contact with these organizations has begun and guidelines are being established for implementation. Initial conversations have been facilitated with Dallas County Health & Human Services as a partner organization to implement the grant.

**12 Composting Site** ✓

**INITIATIVE** In furtherance of CECAP and Zero Waste goals, SAN is leading efforts to identify and implement policies, programs, and infrastructure needed to manage solid waste and recyclable materials generated in the City over the next 50 years. In FY 2023-24, SAN will initiate a feasibility study and development of a composting site and processing system at McCommas Bluff to support commercial and resident self-haul to turn waste into resources (SAN).

**STATUS** City Council has approved the acceptance of a grant for a composting study. SAN is working with a consultant to complete a site study to determine the best location for the composting site. The current timeframe to have the site study completed is by May 2024.

**13 Solar Installation** ✓

**INITIATIVE** Invest \$500,000 in FY 2023-24 for solar energy initiative at City facilities (BSD).

**STATUS** A portion of the \$500,000 allocated in FY 2023-24 for solar energy initiatives will be used for maintenance and repair of existing failed solar equipment installed at City facilities. An RFP solicitation for providing maintenance and repair for Solar Power Equipment is currently being reviewed by the Office of Procurement Services. Any remaining funds will be used to expand the City's solar PV system infrastructure to additional City facilities.

## FY 2023-24 Budget Initiative Tracker

**PUBLIC SAFETY****14 Police Response Times** 

**INITIATIVE** Improve response times to high priority calls by hiring 250 police officers in FY 2023-24 and implement retention incentive program targeted at reducing the attrition rate of experienced officers for a total of 3,144 police officers by September 30, 2024 (DPD).

**STATUS** As of December 2023, DPD has hired 53 personnel, this includes laterals, rehires, and trainees. The second academy class on January 17, 2024, is scheduled to have 29 recruits. Current trends show that DPD is unlikely to hit the target headcount due to higher attrition in FY 2022-23 causing the starting headcount to be lower than budgeted headcount of 3,069.

**15 Right Size the Fire Department** 

**INITIATIVE** Right size the fire department staffing model by adding 100 firefighters and increasing overtime funding. In FY 2023-24, DFR will implement four (4) classes of 60 recruits each in addition to 40 lateral hires with a goal to end the year with 2,187 uniformed personnel by September 30, 2024 (DFR).

**STATUS** As of December 2023, DFR has hired 68 personnel, this includes laterals, rehires, and trainees. The next class of 70 personnel is scheduled for January 17, 2024. Additional academy classes are scheduled for January, March, and July of 2024. Current trends show that DFR is unlikely to hit the target headcount due to higher attrition in FY 2022-23 causing the starting headcount to be lower than budgeted headcount of 2,043.

**16 Single Function Paramedic Program** 

**INITIATIVE** Expand the Single Function Paramedic Program to increase recruiting flexibility, improve response times, and increase operational efficiency. In FY 2023-24, DFR will expand the Single Function Paramedic Program from six units to eight units to be deployed throughout the City to improve response times (DFR).

**STATUS** As of December 2023, DFR has filled 13 Single Function Paramedics positions of the allocated 32 positions. The vacant Single Function Paramedic shifts are being covered by Fire-Rescue Officers and it is anticipated that by April 2024 the additional two units will be covered by Single Function Paramedics and not by Fire-Rescue Officers.

**17 Dallas Police Department Technology** 

**INITIATIVE** Continue to invest in the safety of Dallas residents by ensuring that public safety equipment including software, technology, and equipment is readily available to police officers and will be deployed in high crime areas. In FY 2023-24, DPD will install 120 stationary Automated License Plate Recognition (ALPR) cameras and 1,540 ALPR for marked squad cars (DPD).

**STATUS** Automated License Plate Recognition (ALPR) cameras are live in all marked squad car dash cams. Stationary camera locations have been identified and are currently in the installation process. As of December 2023, 84 cameras have been installed, with six to be completed by the end of January 2024. The remaining 30 are currently in the permitting process and are estimated to be installed by the end of March 2024.

**18 Dallas Police Department Forensic Lab** 

**INITIATIVE** Streamline the forensic analysis of digital evidence and ensure compliance with statutory regulations. In FY 2023-24, DPD will create a Forensic Lab in the Police Technology unit (DPD).

**STATUS** The Police Technology unit is currently finalizing the Standard Operating Procedure (SOP), resolving accreditation issues, and working on equipment details. Five positions have been identified to help with these tasks with recruitment to begin in January 2024.

**19 Investigations and Operations** 

**INITIATIVE** Respond to the growing volume of digital evidence and improve efficiency and effectiveness of the investigative process. In FY 2023-24, DPD will hire 20 non-uniform positions to relieve sworn detectives of certain administrative tasks related to researching, retrieving, and transferring digital evidence, saving an estimated 5,180 hours of sworn detective time per year. Additionally, these positions will ensure compliance with the Richard Miles Act (SB111, 2021) (DPD).

**STATUS** As of December 2023, DPD has reassigned 20 non-uniform positions to investigations and operations from other areas in DPD while DPD completes recruitment efforts. Three positions have been filled and interviews are currently being coordinated for the remaining 17 positions.



## FY 2023-24 Budget Initiative Tracker

**QUALITY OF LIFE, ARTS, & CULTURE****20 Short-Term Rental Registration Program**

**INITIATIVE** Create a short-term rental registration program and inspection team to ensure compliance and oversight of rental properties (CCS).

**STATUS** A court injunction has halted CCS enforcement and registration for the Short-Term rental program. CCS staff is working to ensure prompt resumption of program after court decision. As of December 2023, staff have been onboarded and are supporting temporary assignments within the department awaiting direction to prepare for immediate action in the event the injunction is lifted.

**21 Reduce Blight**

**INITIATIVE** Continue investments to remove dangerous properties and improve the quality of life in neighborhoods. In FY 2023-24, CCS will demolish 19 properties with increased investment of \$250,000 (CCS).

**STATUS** CCS has identified 21 properties ready for demolition, pending vendor approval by City Council on January 24, 2024.

**22 Beautification Program**

**INITIATIVE** Continue investments to reduce blight and foster clean, healthy, and safe communities. In FY 2023-24, CCS will add three positions to expand Keep Dallas Beautiful Program to perform 75 Community Clean ups, two vacant lot beautifications, and perform three decorative board-up projects on blighted properties (CCS).

**STATUS** As of December 2023, three new positions were posted and are currently in the hiring process. One vacant lot cleanup was completed on December 9, 2023, and 29 total community cleanups have been conducted since the start of the fiscal year, of which five were community clean trash-off events.

**23 Night Detail Team**

**INITIATIVE** Address nuisances created by after-hours entertainment venues. In FY 2023-24, CCS will hire staff (5 positions) and ensure entertainment venues are operating within their approved scope and ensure better adherence with promoters and vending ordinances (CCS).

**STATUS** CCS is interviewing and recruiting for all five positions while existing staff continue working overtime until these positions are filled.

**24 Expanding Library Access**

**INITIATIVE** Provide Library access to invaluable resources, programs, and services. Expand library hours and staffing levels at 15 additional locations to six (6) days per week of service so residents can enhance their lives through education, workforce development, and senior and early literacy programs (LIB).

**STATUS** As of December 2023, the Library filled 50 of the 65 total positions. This staffing will allow for expanded hours by January 30, 2024.

**25 Spay and Neuter Program**

**INITIATIVE** Add \$250,000 in operational funding to Dallas Animal Services to support spay and neuter services and promote responsible pet ownership. In FY 2023-24, DAS will provide an estimated 2,000 low-cost surgeries to aide in population control resulting in less animals housed in the shelter (DAS).

**STATUS** DAS anticipates providing 2,000 low-cost surgeries with the additional funding. These additional surgeries will help reduce the animal population, increase the spay/neuter capacity, increase compliance with violations and citations, and reduce the loose animal population in Dallas. As of December 2023, DAS has completed 185 surgeries and estimates reaching their goal of 2,000 surgeries by September 2024.

## FY 2023-24 Budget Initiative Tracker

**TRANSPORTATION & INFRASTRUCTURE****26 Sidewalk Master Plan** ✓

**INITIATIVE** Continue improvements in pedestrian mobility by reconstruction and repairing sidewalks in the Sidewalk Master Plan. In FY 2023-24, PBW will spend \$4.3 million to complete nine sidewalk projects which equates to approximately 7.3 miles of sidewalk improvements (PBW).

**STATUS** As of December 2023, PBW has spent \$1,365,000 to continue work on sidewalk improvements for the Sidewalk Master Plan FY 2023-24. PBW is on track to complete nine sidewalk projects which equates to approximately 7.3 miles of sidewalk improvements by September 2024.

**27 Street Maintenance** ✓

**INITIATIVE** Invest \$141.0 million in funding to improve approximately 792 street lane miles (PBW).

**STATUS** As of December 2023, PBW completed 72.2 lane miles of street maintenance work.

**28 Parking Management** ✓

**INITIATIVE** Invest \$500,000 to implement a comprehensive approach to parking management citywide by upgrading approximately 500 of the combined totals of 2,800 2G and coin operated meters (TRN).

**STATUS** On January 10, 2024, TRN will request City Council approval for a cooperative purchasing agreement for electronic intelligent parking technology. TRN's parking team is in development of a comprehensive plan to strategically implement upgrades once a purchase agreement is approved.

**29 Public Safety Street Light Program** ✓

**INITIATIVE** Invest \$2.0 million in corridor lighting and continuation of public safety street lighting along Walton Walker/Loop 12 (TRN).

**STATUS** TRN streetlight team has completed its review of lighting options for corridor lighting along Walton Walker/Loop 12. TRN has sent a project extent map of streetlights to TxDOT for review.

**30 Drainage Improvements** ✓

**INITIATIVE** Invest \$35.1 million in capital funding for stormwater and drainage management to minimize flooding in 31 areas (SDM).

**STATUS** As of December, SDM has spent \$7,300,000 on three projects that are under construction. Four projects are in design, and 24 are in development.

## FY 2023-24 Budget Initiative Tracker

**WORKFORCE, EDUCATION, & EQUITY****31 Small Business Center** ✓

**INITIATIVE** Expand the Small Business Center (SBC) capacity to support the development of a pipeline of diverse contractors, vendors, and suppliers to increase economic stability and workforce development. In FY 2023-24, SBC will help lift-up and expand capacity of minority and women-owned business enterprises by 25 percent in collaboration with local minority business organizations utilizing an Accelerators Pilot Program (SBC).

**STATUS** SBC hosted the Dallas Accelerator Program (DAP) kickoff in October 2023. As of December 2023, SBC has accepted applications to DAP. Beginning January 2024, SBC will finalize and select applicants with classes to begin in February 2024.

**32 Day Labor Program** ✓

**INITIATIVE** Improve workforce initiatives for day laborers through a facility or mobile workstation and staff to support a Day Labor Center Program (SBC).

**STATUS** SBC met with DPD to do a walkthrough of possible options for mobile units. As of December 2023, SBC is working with vendors to obtain quotes for mobile unit repairs, such as tires, in order to be operational for the Day Labor Outreach Program.

**33 Expand Green Job Skills Program** ✓

**INITIATIVE** Expand the Green Job Skills Program that empowers local contractors looking to increase their skill set and fulfill high-demand green jobs in Dallas and by expanding the number of participants courses offered from four to six. (OEQS).

**STATUS** OEQS has initiated conversations with local colleges, minority contractor associations, and non-profits to explore possible partnerships to expand the Green Skills Program by increasing the number of courses offered for Green Job skills. Additionally, the program has been advertised on the Dallas Observer to increase awareness.

**34 Senior Services** ✓

**INITIATIVE** Support awareness of senior services and cross-departmental alignment of existing senior programs through the appointment of an Age-Friendly Officer and awarding the contract for a comprehensive senior needs assessment and strategic plan to strengthen community engagement and better support future senior programs and services (OCC).

**STATUS** The Age-Friendly Officer position was posted on January 17, 2024, and applications are being reviewed. The posting closes on January 31, 2024, and interviews will begin shortly after. Once the position is filled, the new Age-Friendly Officer will begin to evaluate senior needs and services within the community.

**35 Fair Housing Equity Plan** ✓

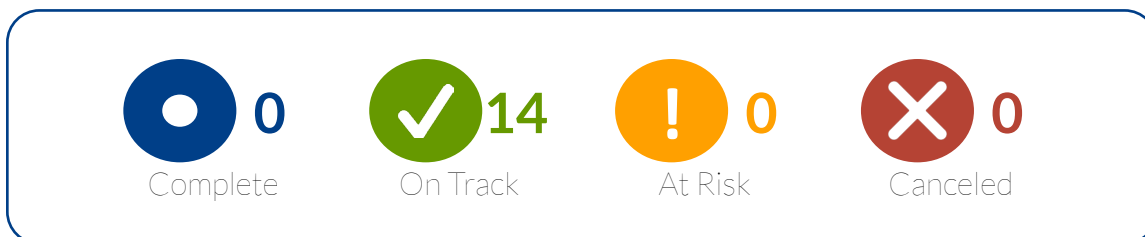
**INITIATIVE** Reduce disparities while improving outcomes in fair housing through the development of a New Fair Housing Equity Plan. In FY 2023-24, OEI will procure a consultant that will support the development of thorough, inclusive plan that will support the actions of affirmatively further fair housing in Dallas (OEI).

**STATUS** OEI's team is actively engaged in a series of internal meetings with City leadership as they work to lay out the foundation for the New Fair Housing Equity Plan. The primary focus of these discussions revolves around establishing clear expectations, defining our goals, and outlining the key objectives we aim to achieve through this initiative, including promoting affordable housing, eliminating discrimination, enhancing neighborhood diversity, supporting sustainable development, improving access to essential services, engaging with community stakeholders, and monitoring and evaluating progress. OEI Team is planning to update the Workforce, Education, and Equity (WEE) Committee in January 2024.

## FY 2023-24 Budget Initiative Tracker

**MULTI-YEAR INITIATIVES**

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

**FY 2021-22****1 Economic Development Entity** ✓

**INITIATIVE** Launch the economic development entity called for in the Economic Development Policy with \$7 million over three years to pay formation costs and hire staff to begin the entity's business and real estate development work, after which it will be self-sustaining. In FY 2021-22, ECO will spend \$2.0 million to launch operations, hire a new Economic Development Corporation Director, develop a 3-year work plan, and develop an operational budget for Year 2 (FY 2022-23) and Year 3 (FY 2023-24) (ECO).

**STATUS** The EDC board did not meet in December 2023. The marketing team continues to work on the website, logo, and branding. The CEO search committee continued work to interview candidates and hopes to have a new CEO identified by February 2024. Once a CEO is hired, a 3-year work plan and budget will be developed.

**13 Affordable Housing Units** ✓

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

**STATUS** Housing is implementing this funding along with other measures through the existing Notice of Funding Availability. On January 12, 2022, City Council approved the first project utilizing these funds, providing \$1,800,000 million to be used for water infrastructure related to the development of 125 for-sale single-family homes. On August 24, 2022, City Council approved authorizing \$4,100,000 to be allocated to Cypress Creek at Montfort, a mixed-income multifamily development in District 11. Due to increased development costs, on December 13, 2023, Housing allocated an additional \$7.6 million in CDBG-DR funds to Cypress Creek at Monfort.

**14 Preservation of Affordable Housing** ✓

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

**STATUS** In December 2021, City Council approved \$11,250,000 in ARPA for home repair and infrastructure improvements within specified qualified neighborhoods in Dallas. As of December 2023, \$2,500,000 has been spent or encumbered for 16 homes under construction and 11 that have been completed. By summer 2024, \$4,500,000 will be encumbered for infrastructure improvements including water, wastewater, and sewer utilities. Proposed change to be presented to Housing and Homelessness Solutions Committee.

**27 Wi-Fi at Park Facilities** ✓

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

**STATUS** The cabling installation of 14 high-priority sites was completed in December 2022. The remaining 49 Wi-Fi sites have received Access Point equipment and scheduling with the cable companies has begun. Additionally, requests have been submitted to AT&T for network connections at various community pools.

## FY 2023-24 Budget Initiative Tracker

**MULTI-YEAR INITIATIVES****28 Traffic Signals** ✓

**INITIATIVE** Devote \$14 million over three years to leverage over \$50 million in matching federal funds to replace 100 traffic signals as part of our Vision Zero strategy. This initiative was started in FY 2021-22 and implemented in three phases. In FY 2021-22 spend \$2.0 million to design 50 traffic signals to leverage federal and county funds. In FY 2022-23, spend \$2.1 million to design 44 traffic signals (FY 2022-23 initiative 28 and FY 2021-22 initiative 29 combined) (TRN).

**STATUS** Traffic signal replacement will be a multi-year effort and is delayed due to the extended TxDOT approval process. This initiative includes both design and construction/replacement components for 100 traffic signals. This multi-year initiative to devote \$14,000,000 over three years will be completed in FY 2024-25. As of December 2023, TRN has spent and encumbered \$6,200,000 on the design of 65 signals and construction of 75 signals associated with both the FY 2021-22 and FY 2022-23 initiatives.

**32 Bike Lanes** ✓

**INITIATIVE** The project to improve the bike lane network is a multiyear effort and multiyear initiatives have been combined for reporting. This initiative now reflects FY 2022-23 initiative #31 (spend \$2.5 million to design and/or implement 10 lane miles), and FY 2021-22 initiative #32 (spend \$2.0 million to design and/or implement 18 lane miles). FY 2021-22 projects have been prioritized for completion before moving on to future projects related to bike lanes (TRN).

**STATUS** TRN presented the bike plan update to City Council on November 1, 2023. The bike lane update included recommended future bike lane locations and facility types, updated design standards, and prioritized a phased implementation plan. As of December 2023, TRN has spend \$1,700,000 of the \$4,500,000 in available funding on design, study, or completion of 14.9 lane miles. TRN is actively working with the Office of Procurement Services on bike lane engineering and design contracts.

**34 Accessibility** ✓

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

**STATUS** OEI team met with the ADA software vendor in October 2023, vendor-provided documents needed to be updated and OEI requested software support policy. The number of software licenses increased, and the multiyear quote is expected to increase as well. The team is awaiting updated vendor information from the roll-out plan requested by ITS in November. Software acquisition is on track for spring 2024.

**35 Water/Wastewater Service** ✓

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

**STATUS** In December 2023, construction contracts were awarded for pipelines in 11 unserved and occupied areas, totaling 28,415 feet in length. The final designs for the remaining unserved and occupied areas are being completed. Additional locations ready for construction will be packaged for advertisement in spring 2024 with planned construction awarded by summer 2024 using the remaining \$8,900,000 in ARPA funds.

## FY 2023-24 Budget Initiative Tracker

**MULTI-YEAR INITIATIVES****FY 2022-23****2 City Development Code** ✓

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

**STATUS** From November 2023 through January 2024, the consultant conducted virtual and in-person stakeholder interviews and in-person staff roundtables to gather input from those who have both direct and indirect experience with the Dallas Development Code. In October 2023, staff and the consultant participated in a citywide tour to observe existing conditions and identify areas of inadequate zoning protection. The consultant is in the initial diagnostics phase and has an estimated phase completion of March 2024.

**5 Water Conservation Five-Year Work Plan** ✓

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

**STATUS** The Long Range Water Supply and associated Water Conservation Plan updates were awarded in fall 2022. A kick-off meeting was held in February 2023 between consultants and the City to review the current plan, analyze conservation strategies, and update and index the plan against customer cities, including the southwest cities. The City delivered the data to the consultant and the initial draft is being prepared for delivery to City staff. The anticipated delivery to staff of the initial draft is in mid-February 2024. The Water Conservation Five-Year Work Plan will be incorporated into the 2024 state-required Water Conservation Plan and Long-Range Water Supply Plan that will update population, water demand and supply, and re-evaluate strategies to meet future needs for Dallas' water system.

**17 Innovative Equipment and Technology** ✓

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

**STATUS** DPD has integrated the ALPR Technology into the dash cams in all marked squad cars. The mobile and portable radio project is complete with 3,900 radios being issued and the remainder are being stored for new staff or replacements. DPD has begun training and issuance of Taser 7 while pending state legislation regarding Taser 10 is finalized. DPD continues to explore options of combining the RMS and CAD programs.

**20 City Facility Security Assessment** ✓

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

**STATUS** Through December 2023, CTS has initiated over 103 projects and has completed 32 of them. Currently, 66 of these projects are in the installation/construction phase. The remaining projects are in the design/pre-construction phase. The completed projects include park lighting surveillance systems, access controls, window treatments, radios, and garage doors. CTS has spent \$4,600,000 of the total \$6,400,000 ARPA allocations.

## FY 2023-24 Budget Initiative Tracker

**MULTI-YEAR INITIATIVES****25 Sidewalk Master Plan** 

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

**STATUS** In December 2023, PBW spent \$4,992,000 appropriations to complete 14 sidewalk projects and 13.6 lane miles of sidewalk improvements. PBW anticipates completing the remaining three sidewalk projects and 0.65 miles of sidewalk improvements by February 2024.

**30 School Zone Flashing Beacons** 

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

**STATUS** TRN has spent or encumbered \$2,597,355 of \$5,000,000 allocated in FY 2021-22 through FY 2023-24, with 294 flashing beacons installed. Due to supply chain issues, the manufacturer was unable to deliver school zone flashing beacon equipment as planned which impacted installation. The manufacturer has resumed shipping new equipment as of September. Replacement of the school zone flashing beacons will be conducted when the flashers are inactive. The remaining 206 school zone flashing beacons will be updated this FY 2023-24.

# PROCESS IMPROVEMENT

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


The Process Improvement Team has focused on building awareness among departments, creating an organization-wide framework for process improvement, and establishing a cross-functional knowledge base for greater inter-departmental coordination. The following table summarizes current Process Improvement projects for FY 2023-24 which will be reported as Complete, On Track, Delayed, or Pre-Kickoff. The Baseline for Key Performance Indicators is the starting point of metric to engage success for completing projects. Additional projects will be added to the list throughout the course of the fiscal year.




**Project Status**




**1**  
Complete






**2**  
On Track



**0**  
Delayed



**0**  
Pre-Kickoff

#	Measure	Status	Timeline	Key Performance Indicators		
				Measure (Target)	Baseline	Current
1	<b><u>DPD Workload Optimization</u></b> Assess current operational demands to identify process improvement opportunities for workload management (DPD)		Jan 2022 - Dec 2023	% Accurately Reported Hours (95)	TBD	TBD
			<b>Status Update:</b> The review protocols, dashboard or reports that will trigger leadership action have been identified. DPD staff reviewing options. Project complete and ready to close pending final technology option selected/implemented			
2	<b><u>DWU/DEV/DFR</u></b> Map water/wastewater permitting process, from start to finish including installation of items. Cross-training/provide understanding of entire process for stakeholders		April 2023 - Nov 2023	Reduce Errors, Breakdown Silos, Improving Communication	N/A	N/A
			<b>Status Update:</b> Over 40 OFI's have been identified. OFI's were presented to the Dallas Builders Association in October 2023, feedback was positive, and they support the recommendations. Executive report-outs took place in December 2023 and January 2024. Implementation approval is scheduled for February 2024.			
3	<b><u>Lew Sterrett Prisoner Intake</u></b> Reduce the amount of time DPD officers spend processing prisoners at Lew Sterrett		July 2023 - Jan 2024	Cycle Time/Arrest	228 minutes/arrest	TBD
			<b>Status Update:</b> This project was relaunched in July, originally coupled with the "Lew Sterrett Officer Turn Around Process" project. Enhancements implemented include establishing Single Arrest Line and transitioning an existing Parkland nurse from night shift to day shift. An Executive Report Out meeting is scheduled for January 2024.			





# Memorandum



CITY OF DALLAS

DATE February 16, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Technology Accountability Report- January 2024**

Please find attached the Technology Accountability Report (TAR) based on information through January 31, 2024. The TAR is a progress report reflecting the performance and operational status of the city in purchasing, implementing, operating, and securing technology to achieve the city's priorities and service objectives.

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

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland  
Chief Financial Officer

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

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

DATE February 23, 2024  
SUBJECT **SUBJECT**  
PAGE **# of #**

# Technology Accountability Report (TAR)



City of Dallas

**As of January 31, 2024**

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**Prepared by Information & Technology Services**

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**1500 Marilla Street, 4DS  
Dallas, TX 75201**

**214-671-9868**

## Executive Summary

The highlights of the January 2024 Technology Accountability Report (TAR) include:

- Section 1: IT Programs & Projects – Since the December 2023 TAR report, two major projects were completed and removed from the report:
  - The **Cameras at 7901 Goforth** project replaces an old analog camera system with high resolution cameras. The camera system will provide 360-degree coverage around the building at 7901 Goforth. Cameras will extend into the common areas of the building and the front counter area. (Previously project #13 on the December 2023 TAR)
  - The **Upgrade of DMZ and Security Switch Stacks** project replaces critical city network equipment. (Previously project #46 on the December 2023 TAR)
  
- Section 1: IT Programs & Projects – Since the December 2023 TAR report, two new projects have been approved by the IT Governance Board:
  - **Online Training Management System with Training Access Portal**  
This project is to perform DWU analysis requirements for a modern training management system.
  - **Case Management Software System for Fair Housing Division**  
This project is to gather OEI business and functional requirements for the enhancements of customer service.
  
- ITS Training Division has started scheduling and offering training on Microsoft Power Automate to IT employees and CMO Executive Assistant staff. Power Automate can help business units reduce the cost of operations by boosting productivity, freeing users from manual data entry-like expenses, minimizing the risk of human error, and allowing users to focus on more profitable tasks, thereby reducing costs. Training will continue over the next two months, and use cases will be identified to improve efficiencies.

*Executive Summary...continued*

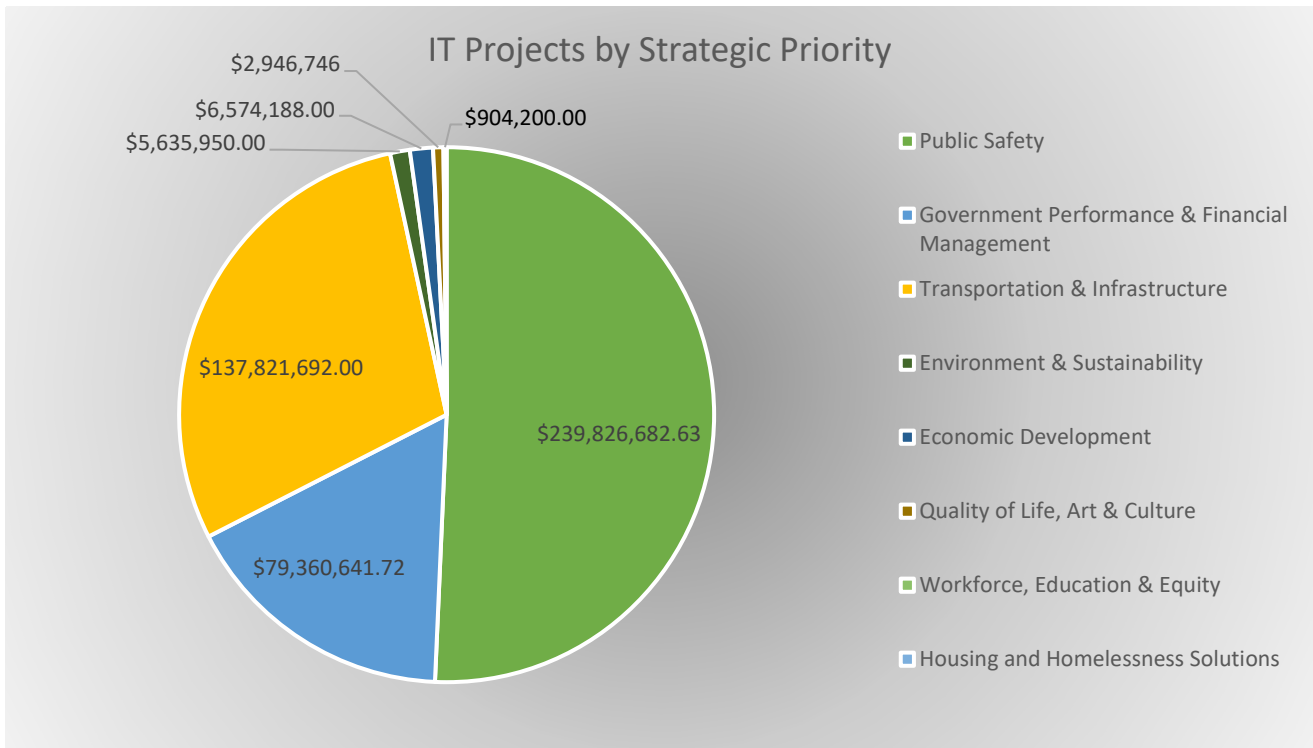
- The network team successfully deployed the initial set of 101 secondary circuits and Software Defined Network services (SD-WAN) to the City's 101 most crucial sites. The integration of SD-WAN is expected to enhance the City's network capabilities by introducing an additional layer of resilience. This not only bolsters operational efficiency but also improves responsiveness by diversifying network traffic through multiple channels. The intelligent routing of traffic based on real-time conditions is anticipated to optimize connectivity, ensuring an enhanced user experience for critical applications, even in the event of network disruptions.
- Dr. Brian Gardner joined the CIO Round Table in Austin, Texas, organized by State officials. Facilitated by Amanda Crawford, the discussions focused on Artificial Intelligence, Cybersecurity, and Leadership in Government. The primary goal was to explore how collaborative efforts among State, County, and Local governments could effectively address the evolving technological needs of both the present and the future. Emphasis was placed on fostering relationships, identifying shared concerns, and addressing challenges among various agencies and local municipalities.

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# Section 1: IT Programs & Projects

## A. Project Pipeline

### 1. IT Projects by Strategic Priority

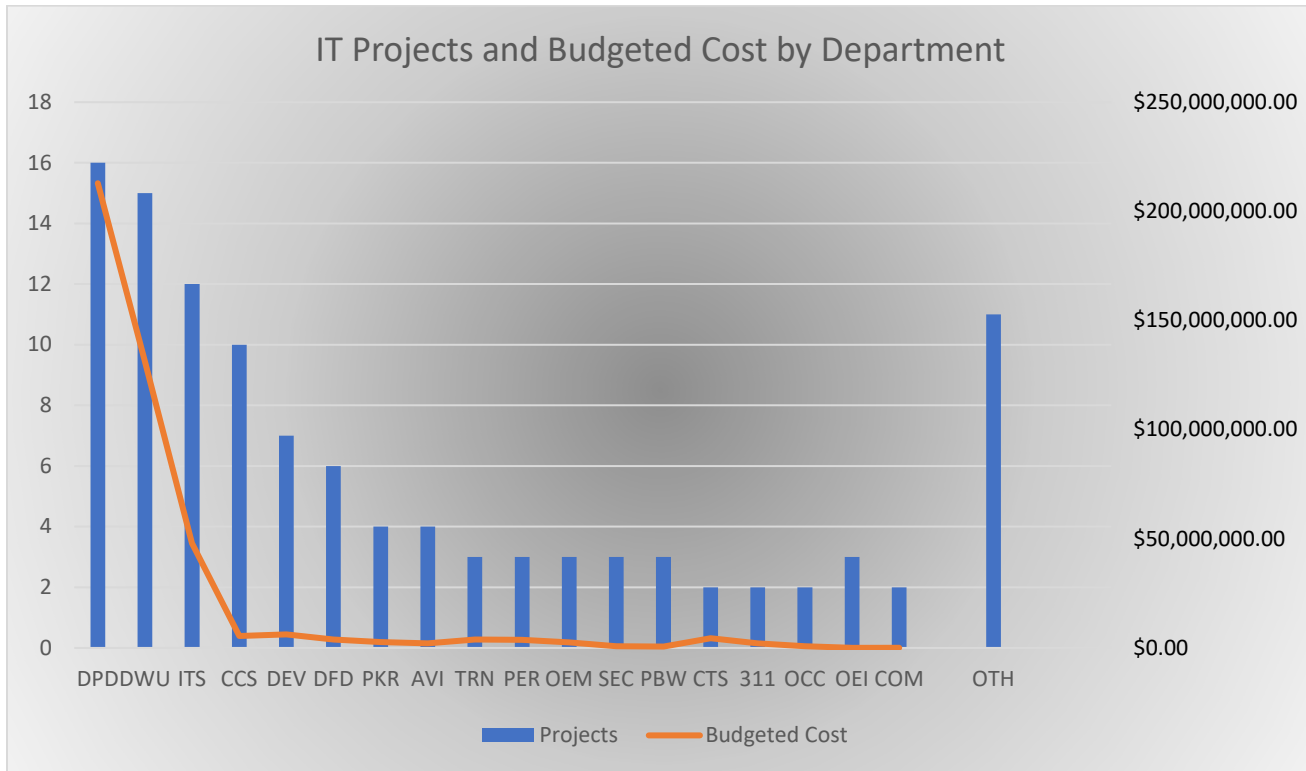


#### NOTES:

1. As of 01/31/2024, ITS has 111 approved IT projects in the pipeline.
2. The total budgeted costs for the 111 projects are \$473,070,100.
3. Project pipeline includes at least one project in 7 of the identified 8 strategic priorities.
4. The highest number of active IT projects are aligned to the Public Safety Strategic Priority with 27 projects at a total budgeted cost of \$239.8M, Government Performance & Financial Management with a total of 27 projects at a total budgeted cost of \$79.4M, followed by Transportation & Infrastructure with 25 projects at a total budgeted cost of \$137.8M, and Environment & Sustainability with 13 projects at a total budgeted cost of \$5.6M.



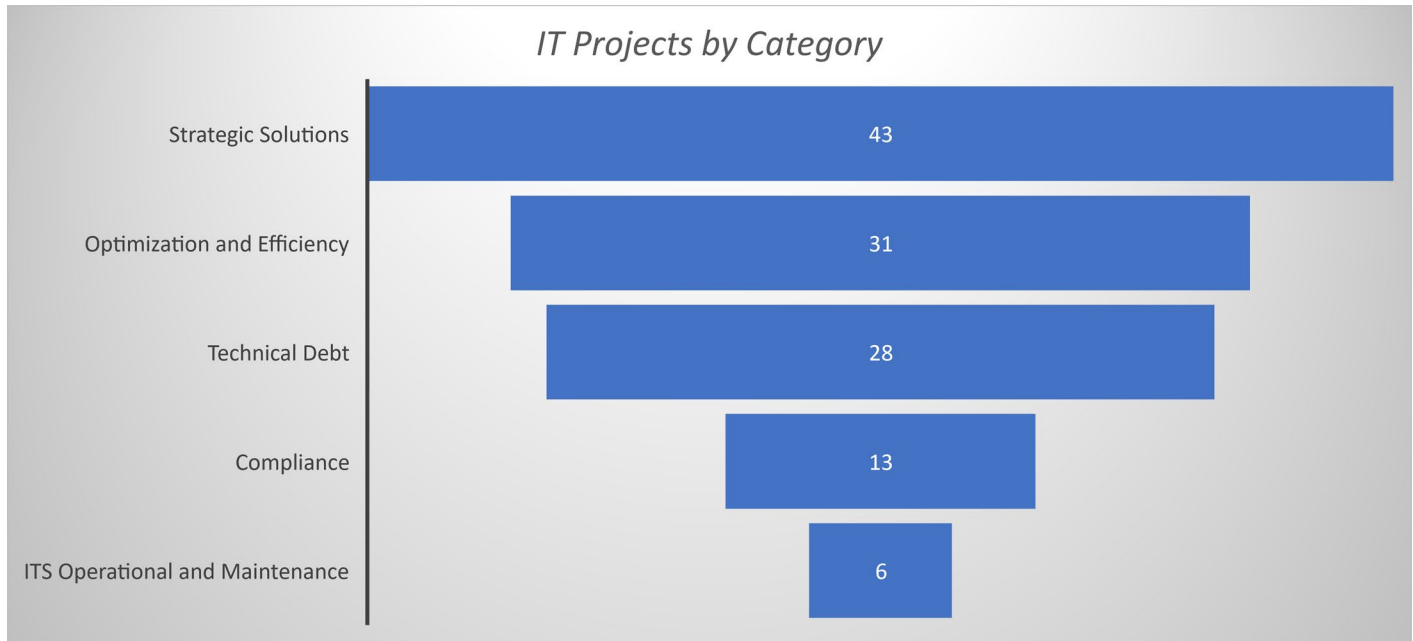
2. IT Projects and Budgeted Cost by City Department



**NOTES:**

1. Twenty-nine City Departments are represented across the 111 approved IT projects in the pipeline.
2. Dallas Police Department has 16 active projects at a total budgeted cost of \$212.9 million, followed by Dallas Water Utilities with 15 active projects at a total budgeted cost of \$131.1 million, Information & Technology Services with 12 projects at a total budgeted cost of \$48M, Code Compliance with 10 projects at a total budgeted cost of \$5.4M, Development Services with 7 active projects at a total budgeted cost of \$6.2M and Dallas Fire and Rescue with 6 active projects at a total budgeted cost of \$3.9M.
3. Eleven Departments have 1 active project each, making up the Other (OTH) group in figure 2 above.

3. IT Projects and Budgeted Cost by Category



**NOTES:**

1. Forty-three projects implement Strategic Solutions of new products or services with a budgeted cost of \$68.59M.
2. Thirty-one projects aim to increase Optimization and Efficiency of City processes and systems with a budgeted cost of \$273.98M.
3. Twenty-eight projects focus on reducing Technical Debt with a budgeted cost of \$109.95M.
4. Thirteen projects address Compliance Standards to meet industry regulations, government policies, or security frameworks with a budgeted cost of \$98.97M.
5. Six projects are internal Operations and Maintenance projects with a budgeted cost of \$1.01M.

**\*The number of projects spread among these categories total to more than 111 due to some projects falling into more than one category.**


## B. Major Project Status

**\*\*LEGEND:**


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

-  : Addresses Technical Debt






-  : PCI project

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
1.	Enterprise Contact Center (ECC) Solution	The Enterprise Contact Center application within the City of Dallas is a secure, reliable, and scalable call platform to meet the high call volumes and growth to meet the needs of city residents. The ECC includes Natural Language Processing (NLP), Knowledge Base, Workforce Management, Interactive Voice Response (IVR), Courtesy Call Back, and other core call center capabilities to support multiple departments across the city. (\$2,134,245)	GPFM	311	TBD	In Process	
2.	Ethics Point Salesforce Integration	The purpose of this system is to promote and support ethical financial compliance. The project was canceled by the Attorney Office. (\$63,164)	GPFM	ATT	Dec-29	On Hold	
3.	Department of Aviation INDMEX AirBOSS Vehicle Tracking	This system provides the airport staff with a user friendly, browser-based means to track vehicle, aircraft movements, increase operational safety, and create a common operational picture. The Vehicle Tracking technology in this system allows the airport staff to track ground vehicles, driver positions while the Runway Incursion Warning System (RIWS) will alert vehicle operators in advance of a possible incident on runways. (TBD)	Transport & Infra	AVI	Mar-24	In Process	
4.	Veoci Dallas Airport System Phase 2 Implementation	This system provides the airport staff with a multifunctional platform providing emergency, safety management systems. This system allows to create, share and manage all information related to unlimited number of emergencies, incidents, events and facilitates emergency mass communications to internal and external stakeholders of Dallas Love Field Airport. (TBD)	Transport & Infra	AVI	Jun-24	In Process	




## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
5.	Advantage Dallas Financial Upgrade	The CGI Advantage 3 system is utilized by all departments within the City for processing and recording of all budgets, procurement and financial accounting transactions and interfaces with many enterprises business applications. This major upgrade will move the City's core financial system to a cloud-based solution providing advanced capabilities and incorporating modern technologies such as robotic process automation (RPA) and machine learning (ML) to improve the quality and speed of financial transactions. <a href="#">(\$22,095,745)</a>	GPFM	CCO	Oct-24	In Process	
6.	Consumer Protection online Salesforce Application/ permitting system	This system will allow department to implement online permit process for seven applications (wood vendor, motor vehicle repairs, Credit access, electronic repairs, home repair, scrap tire). Will Allow business owners to access, complete, submit, and track their business permit applications online. <a href="#">(\$318,050)</a>	Environment & Sustain	CCS	TBD	In Process	
7.	Short Term Rental Enforcement Database	This solution facilitates compliance enforcement of new zoning and registration ordinances for STRs. It will enable CCS to identify and locate Short-term rentals, monitor activity on host platforms, track code violations and issue notices and other administrative documents. <a href="#">(TBD)</a>	Environment & Sustain	CCS	TBD	In Process	
8.	Asset Management System	The Code Compliance office is seeking an asset management system to manage a number of different of assets to include Ballistic vests, uniform items (pants, belts, reflective vests, shirts, jackets) that they issue officers, and other equipment deployed to their staff to perform their duties. This effort gathers requirements to conduct market research and identify potential solutions to meet the business need. <a href="#">(\$76,000)</a>	Environment & Sustain	CCS	Feb-24	In Process	
9.	Safety Tracking, and Hazardous Identification and Inspections	This electronic system monitors training records and certifications. It permits the sharing of policies and procedures with a confirmation acknowledgement, conducts hazard identification inspections, audits, and checklists, and conducts job safety hazard analysis. <a href="#">(TBD)</a>	Environment & Sustain	CCS	Feb-24	In Process	
10.	Body Worn Cameras for Code Personnel (CCS)	Code Compliance is implementing body-worn cameras to enhance citizen interactions, officer safety, and provide investigatory evidence for field inspections. The department has completed a pilot with limited staff and will move forward with a phased rollout. <a href="#">(TBD)</a>	Environment & Sustain	CCS	Feb-24	In Process	
11.	Envision Connect Replacement Project	This project will replace the current Restaurant Inspection System - Envision Connect. Envision Connect is at the end of life for support. The vendor is requesting to move to their newer application for restaurant inspections. <a href="#">(\$482,611)</a>	Environment & Sustain	CCS	Feb-24	In Process	




## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
12.	Electronic Citation (eCitation) system	This project will implement an electronic citation system to support the Code Compliance department's operations. The department issues over 69,000 Notices of Violation and over 10,000 citations annually. This system will improve operational efficiency by reducing the amount of time officers spend on-site, reducing paper waste and reducing data entry mistakes from hand-written citations. (TBD)	Environment & Sustain	CCS	Aug-24	In Process	
13.	Vacant Property Registration Salesforce Platform	This project will develop a registration platform and process for identifying and tracking vacant properties. This City-wide process will be managed by Code Compliance Department. It will also enable citizens to access an online platform to register and pay for vacant properties they own. (TBD)	Environment & Sustain	CCS	TBD	Planning	
14.	Convention and Event Services - Office of Special Events - Customer Relation Management System	Convention and Event Services Customer Relation Management System is currently operational but is not currently accepting Credit Card payments. This project implements PCI requirements to allow the system to eventually accept credit card payments. (TBD)	ECO	CCT	TBD	In Process	
15.	Enterprise Community and Employee Engagement Solution	This solution streamlines the city's ability to inform the public, solicit opinions, and conduct surveys to better support the citizens. It facilitates city authorities' active communication with residents and will help to better inform residents about service changes. (TBD)	GPFM	CMO	Sep-24	In Process	
16.	RFCSP for Court Case Management System	The current Court Case Management System (Tyler Technologies) contract will expire June 2024. CTS wishes to conduct market research and conduct a competitive procurement to ensure the best solution is selected to upgrade and improve court case management. (\$4,371,720)	Public Safety	CTS	TBD	Planning	
17.	Dallas Animal Services Inventory Management Tool	Dallas Animal Services manages a large inventory of drugs, supplies and business equipment needed to perform their functions. Currently inventory management is done through a legacy system database (animal software) or on spreadsheets but are inadequate to provide appropriate controls and functionality. (\$14,062)	Environment & Sustain	DAS	Mar-24	In Process	
18.	Development Services Training Simulator	The building permitting and inspection process involves a number of different components operating independently on separate software platforms. The purpose of this project is to develop a training simulator that allows for cross-collaboration across city divisions to improve quality and efficiency of processes. (\$50,000)	ECO	DEV	TBD	On Hold	

## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
19.	Customer Queueing software	Customers currently walking into the permit center need to be able to "sign in" and set appointments remotely. DEV needs to be able to offer this service to their customers to better track the data associated with their customers' experiences; volume, wait times, types of service...etc. This project will identify, procure, and implement a customer queue management solution for Development Services. <a href="#">(\$60,000)</a>	ECO	DEV	Mar-24	In Process	
20.	Expand OnBase to the entire SDC Department	The OnBase content management system was originally implemented only for the Building Inspection division within the Development Services Department (DEV). Purpose of this project is to implement the content management system to all divisions within DEV. <a href="#">(\$180,712)</a>	ECO	DEV	Dec-24	On Hold	
21.	iNovah Upgrade	This project upgrades existing software to most recent version and provides new hardware for iNovah, the Point of Sale/cashiering system for Sustainable Development. <a href="#">(\$484,350)</a>	ECO	DEV	Dec-24	In Process	
22.	DallasNow	The city's current permitting system has reached end of life, cannot interact with the new geospatial technology standards, and is difficult to change to support new business requirements, and workflows. This project will deploy a new system to replace the existing system and to add efficiencies in the permitting process. <a href="#">(\$9,746,780)</a>	ECO	DEV	Sep-25	In Process	
23.	Smart Device/Technology Behavioral Health App for DFR members	This project will provide a Peer Support Contact App for Dallas Fire-Rescue (DFR) personnel. At Dallas Fire-Rescue (DFR), the City is promoting whole-person wellness. This new application will supplement existing mental health support services available to the City's DFR members. <a href="#">(\$170,000)</a>	Public Safety	DFD	TBD	In Process	
24.	Telestaff-Workday Integration Phase 2	Telestaff automated scheduling and staffing system for City of Dallas Fire Department 24-hr employees' integration with Workday Payroll System. <a href="#">(\$731,238)</a>	Public Safety	DFD	Mar-24	In Process	
25.	Dispatch/Communications - Video Wall	This video system will be a "video wall" solution to display relevant information regarding Fire and EMS dispatches. It will include Traffic Camera inputs, weather information, and other information to enhance DFR's dispatchers as they work Fire and EMS teams in real-time. <a href="#">(TBD)</a>	Public Safety	DFD	Sep-24	In Process	

As of 1/31/2024




#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
26.	Fire Station Alerting System	Dallas Fire Rescue dispatches resources from 58 fire stations strategically deployed throughout the City. To avoid response delays, DFR relies on a station Alerting System that integrates with our Computer Aided Dispatch (CAD) system to advise firefighter/paramedics of assistance calls. The current station alerting system is end of life, difficult to maintain, and lacks the full range of functionality more modern solutions provide. This project will conduct market research into, procure, and implement a new, modern station alerting system for Dallas Fire Rescue. (\$1,860,000)	Public Safety	DFD	Oct-24	On Hold	
27.	IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59	Total of 8 new and rebuild Dallas Fire Stations are being constructed in scope Sta. 46, 36, 59, 41 Temp, 41 Replacement, 19, 58 and 21 FS/AVI Center. All new IT infrastructures including cabling, network, workstations, printers, radio Alerting system equipment, etc., will be activated in line with facility openings. (\$131,688)	Public Safety	DFD	May-25	In Process	
28.	DPD Gun Range Software	This system supports the Firearms Training Center (FTC). It will provide tracking of weapons training and weapons qualifications for rifle, pistol and shotgun training. It will also need to keep track of weapons maintenance and other information related to officer's firearm training. (TBD)	Public Safety	DPD	TBD	In Process	
29.	County CAD Collaboration	Upgrade and expand the city's Computer-Aided Dispatch (CAD), extending it to the County to improve collaborate on emergency 911 call center responses. This project is also required to fully implement the upgrade of the 911 call center's telecommunications infrastructure. (\$0)	Public Safety	DPD	TBD	In Process	
30.	WEB-RMS	This project will migrate DPD's current law enforcement Records Management System (RMS) case management system from the current onsite solution to an upgraded Web-based system. The upgraded RMS will give the department needed functionality that is not available to the department currently in the on-premises solution. Current limitations require process workarounds creating potential errors and inefficiencies which will be resolved with the upgrade. (\$1,010,000)	Public Safety	DPD	TBD	In Process	
31.	COBWEBS	This project will implement social media investigative software for the Police Department (DPD). This software will provide an efficient tool for investigating social media post from potential suspects to aid in investigations. (\$93,353)	Public Safety	DPD	TBD	In Process	
32.	Ricoh-Fortis Document Management System Replacement	The DPD Fortis document management system is at end of life and no longer supported. This project will replace and upgrade the DPD document management system. (\$217,633)	Public Safety	DPD	TBD	In Process	

## As of 1/31/2024



#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
33.	P25 Compliant Radio Project	The city's current public safety radio network is 40 years old and not compliant with new standards (P25) for these networks. This project installs all-new infrastructure for a fully P25 compliant radio communications system that will be used by multiple departments within the City and County of Dallas. This system is intended and designed to host external governmental agencies throughout the region. (\$54,898,873)	Public Safety	DPD	Feb-24	In Process	
34.	Fusus Devices Implementation for DPD	The Fusus product suite will provide a video and data collaboration platform to expedite intelligence gathering and efficiency of response to situations as they unfold throughout the community. Further, providing a tool for identifying the location of cameras in proximity that may provide valuable information to aid in the response and/or subsequent investigation. (\$478,589)	Public Safety	DPD	May-24	In Process	
35.	CAD & RMS Universal Replacement	This project will replace the current Computer Aided Dispatch (CAD) system and the Records Management System (RMS) with a holistic, universal solution to support Dallas Police Department, Dallas Fire-Rescue and the Dallas Marshal's office. The goal of this project is a solution utilizing industry best practices, while also providing uniformity across both platforms. This will support better tracking of incidents from initiation through investigations to final resolution. (TBD)	Public Safety	DPD	Oct-26	In Process	
36.	Off-Duty Job Application	This system will manage all elements of off duty jobs for DPD employees including tracking of personnel off-duty jobs, and number of hours worked. It will handle payments to employees for off-duty work and payments to the City for the use of any City assets. (TBD)	Public Safety	DPD	Nov-24	In Process	
37.	Use of Force - Police Strategies LLC	This project will provide a data analytics platform which produces analytic dashboards which provides comparative analyses by extracting data from incident reports & officer narratives, analyzes the data using established algorithms, and produces written summary reports used by DPD leadership in focusing resources. (\$1,383,800)	Public Safety	DPD	Jul-26	Ongoing	
38.	Surveillance Cameras and Real Time Crime Center	This project will provide a "Real Time Crime Center" capability within Jack Evans police station. It will include 1) building a new command center video room (Real Time Crime Center), 2) building camera installations, 3) video camera software, video storage and surveillance camera installations at intersections, and 4) Trailer camera installations. (\$20,409,944)	Public Safety	DPD	Sep-26	In Process	






## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
39.	In Car Video - Body Worn Camera - Interview Room	There is a Federal Requirement to video record public safety stops. In car systems involve video in patrol cars. Body Worn Cameras involve wearable video cameras systems for officers. Interview Rooms involves replacement of video equipment in Public Safety interview rooms. <a href="#">(\$146,855,764)</a>	Public Safety	DPD	TBD	Planning	
40.	Relocate Development Services to New Facility	In September 2022, the City of Dallas purchased a new facility at 7800 N. Stemmons Freeway which will serve as the offices and storefront for the Development Services Department (DEV). This project will provide all new IT infrastructure including cabling, network, workstations, printers, radio equipment, etc. in line with the facility opening. <a href="#">(\$5,000,000)</a>	GPFM	DSV	TBD	In Process	
41.	Apptio IT Financial Transparency SaaS	This project is for a cloud-based solution for the Department of Information and Technology Services (ITS) to gain detailed insight into information technology (IT) expenses, cloud infrastructure / software usage and other IT related costs. <a href="#">(\$1,353,866)</a>	GPFM	DSV	Feb-24	In Process	
42.	Network Unified Communications Upgrade	The City's current collaboration suite is at end of life and requires an update to maintain functionality and reduce risk. This project will upgrade the Unified Communications Management (UCM) to the latest version available. <a href="#">(\$618,180)</a>	GPFM	DSV	Aug-24	In Process	
43.	PCI DSS Requirements Validation Project	This project focuses on protecting Cardholder Data (CHD) and the Cardholder Data Environment (CDE) by utilizing PCI Data Security Standards. The goal of Payment Card Information Data Security Standards (PCI DSS) is to ensure the protection (privacy) of cardholder data and sensitive authentication data wherever it is processed, stored or transmitted. This project initially focuses on currently active projects with PCI components and will expand to cover other projects and systems, as necessary. <a href="#">(TBD)</a>	GPFM	DSV	Oct-24	In Process	
44.	IT Project and Portfolio Management Tool	This project will implement a new Project and Portfolio Platform (PPM) tool suite to provide a centralized and automated project management portfolio, assist with project intake, and improve the tracking and management of IT projects. <a href="#">(\$300,134)</a>	GPFM	DSV	Nov-24	In Process	
45.	ServiceNow Phase 2	ServiceNow Phase 2 comprises 4 major tasks or subprojects - "IT Software and Hardware Asset Management", "ServiceNow Stabilization and Workflow Improvement", "ServiceNow Fedramp Cloud Migration", and "ServiceNow Version Upgrade to San Diego Q1 2022". <a href="#">(\$1,305,890)</a>	GPFM	DSV	Dec-24	In Process	




As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
46.	Unsupported Software Remediation	Identify Servers running unsupported Software, DBs running unsupported versions of software, and Applications that will require modifications to bring up to supported software levels. Develop a plan to upgrade, in a sequenced fashion. (\$0)	GPFM	DSV	Dec-26	Ongoing	
47.	Digital Equity Infrastructure	This project seeks to meet the City's vision of ensuring that all Dallas households will have high-speed, reliable internet and access to devices in their homes by seeking commercial telecommunication service providers to develop and implement digital equity infrastructure which addresses established gaps in targeted communities. (\$40,000,000)	GPFM	DSV	Dec-26	In Process	
48.	Enterprise Capital Project Management System (ECPMS) Phase 2	Phase 2 Implementation of the Enterprise Capital Project Management System (ECPMS), IBM Tririga, to support the DWU Capital Projects division. Also, includes the delivery of reporting enhancements and efficiencies to the Phase 1 implementation. (\$2,169,090)	Transport & Infra	DWU	TBD	In Process	
49.	LIMS Acquisition and Implementation Phase 3	DWU is implementing a Laboratory Information Management System (LIMS) for one Analytical Lab, five treatment plants, the Water Quality Division and the Watershed-Reservoir Division to increase regulatory compliance, productivity, efficiency and effectiveness. (TBD)	Transport & Infra	DWU	May-24	In Process	
50.	Enterprise Work Order and Asset Management (EWAMS) Phase 2	Implementation of an Enterprise Work Order and Asset Management System (EWAMS), that can be utilized as the standard for the City of Dallas. The Phase 2 effort of this Enterprise platform implementation will manage Work Orders and Maintenance. (\$4,901,864)	Transport & Infra	DWU	Sep-25	In Process	
51.	Enterprise Work Order and Asset Management (EWAMS) Phase 3	This professional service contract allows for continuous consultant services for the expansion of the Enterprise Work Order and Asset Management System (EWAMS). Phase 3 will oversee the implementation of Dallas Water Utilities (DWU) Meter Services division. (\$12,989,751)	Transport & Infra	DWU	May-28	In Process	
52.	Library Website update	The library's website needs to be updated to meet the current and future needs of the library including being able to support additional online content and online programs and education. (TBD)	QOL	LIB	Sep-25	In Process	
53.	Neighborly Expansion - Fair Housing	The purpose of the software is to complete the Fair Housing assessment of housing projects. This ensures we affirmatively further fair housing in the City as required by the Fair Housing Act and HUD. (\$25,700)	WEE	OEI	TBD	Delayed	

## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
54.	Stormwater Compliance Information Management System	OEQ staff currently manage mission-critical and legally sensitive environmental management consent decree (EMCD) /permit-required tasks through a 20-year-old "homemade" information system built on MS Access 2002 and InfoPath. This project will procure and implement a new, modern system which provides timely information through dashboards and reports. (\$49,900)	Environment & Sustain	OEQ	Jun-24	In Process	
55.	Real Estate Case Management System	This project will streamline the leasing of properties and the utilization of right-of-way by introducing an online application process. It will also give applicants the ability to track progress of their application in real time. (TBD)	Transport & Infra	PBW	TBD	In Process	
56.	Snow & Ice Response	This project supports emergency response during snow and ice events. It will streamline the City's emergency response capability and will allow the Public Works department to quickly provide updated sanding information to other departments, to include Public Affairs Outreach Dept., Office of Emergency Management, Dallas Fire and Rescue, and Dallas Water Utilities. (TBD)	Transport & Infra	PBW	Oct-24	In Process	
57.	Document and Automate COD Worker On-Offboarding Process(es)	This project will document and improve city Onboarding and Offboarding processes and system interactions. (TBD)	GPFM	PER	Nov-24	In Process	
58.	Historical Data Repository Solution for Select HR System Data	This project will provide an approved data warehouse solution for HR data being migrated from offboarding applications. This project will define data governance rules and enable compliant retention of City data from numerous current Human Resources (HR) systems. It will provide for an approved Data Warehouse for operational support, reporting and regulatory (data retention) compliance. The final solution will integrate with the HR Workday (WD) system. (\$1,961,406)	GPFM	PER	Feb-25	In Process	
59.	Replace Human Capital Management System Phase 2	This initiative involves the strategic implementation of HR modules for Performance and Talent Management, Recruiting and Onboarding, Learning Management System, Benefits Administration, and Advanced Compensation. In addition, we are orchestrating a meticulous Data Migration process, ensuring a seamless transition from legacy applications. (\$3,016,700)	GPFM	PER	Feb-25	In Process	
60.	Installation of lighting and security cameras on the Runyon Creek Trail	This project will install cameras and lighting along the Runyon Creek Trail. It will enhance safety for the 2.7-mile Runyon Creek Trail in southern Dallas. (\$186,464)	QOL	PKR	Feb-24	In Process	
61.	PKR Asset Inventory, Amenity, and Maintenance Management System	This project will implement an integrated park asset, work order, operations and maintenance and resource management for the Park and Recreation Department. (TBD)	QOL	PKR	Nov-24	In Process	

## As of 1/31/2024

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
62.	PKR Recreational Management System	Dallas Park and Recreation Department is looking for a recreation management system to manage recreation activities and programs of its 43 recreation centers, 107 pavilions, 19 aquatic facilities and over 200 athletic fields. (\$0)	QOL	PKR	Feb-24	In Process	
63.	Payment Vendor (SAP Users - DWU)	This project is to migrate DWU and other user departments of online (Bill Direct) and IVR payments to a new payment platform which provides real-time information for payments and reconciliation. (\$15,000,000)	Transport & Infra	SAP	Apr-24	In Process	
64.	DWU Billing CIS and Customer Portal Replacement	DWU's current CIS system, SAP, will reach its end of life in 2025. DWU must replace SAP by 2025 in order to ensure continuity of our billing. Contract under review with City Attorney Office. Proposed project schedule is 3-4 years for implementation. (\$34,000,000)	Transport & Infra	SAP	TBD	In Process	
65.	Build an Ethics Financial Reporting Solution	The purpose of this system is to promote and support ethical financial compliance. (\$15,000)	GPFM	SEC	TBD	On Hold	
66.	SEC Records Inventory Management Solution	Replace the current obsolete unsupported FoxPro database with a state-of-the-art software application (preferably SaaS) that provides full functionality for operating a records center. Replacing this application will improve the management of the 70,000+ (\$231,440)	GPFM	SEC	Dec-24	In Process	
67.	Electronic Document Management - EDMS	Project Provides Electronic Document Management and Document Archive System for City Secretary's Office. (\$336,562)	GPFM	SEC	Dec-24	On Hold	

**NOTES**

1. **Enterprise Contact Center (ECC) Solution.** Project is still in process. Anticipate approximately 3 – 6 months' work to implement Single Sign On. The final phase of procurement was finalized 11/20/2023. Estimated Completion Date will be updated after phase planning is complete.
2. **Ethics Point Salesforce Integration.** Project anticipated to begin in Dec 2023. The project was canceled by the Attorney Office.
3. **Department of Aviation INDMEX AirBOSS Vehicle Tracking.** This project is in the initiation phase. End date will be adjusted once planning phase is complete.
4. **Veoci Dallas Airport System Phase 2 Implementation.** This project is in the planning stage. Completion date will be updated, as necessary, upon completion of planning phase.
5. **Advantage Dallas Financial Upgrade.** This project has been renamed from "Core Financial Systems Upgrade" to "ADVANTAGE Dallas Financial Upgrade".
17. **DAS Inventory Management Tool.** The New system will allow the DAS department to perform inventory management and other functions as needed.
18. **Development Services Training Simulator.** This project is on hold due to competing priorities.
21. **iNovah Upgrade.** The initial upgrade has been completed. Project is a low priority at request of the department and is placed on hold until a later date. This project is now active and a requisite for OnBase project on #21.
23. **Smart Device/Technology Behavioral Health App for DFR members.** Project has moved to procurement phase.
24. **Telestaff-Workday Integration Phase 2 Telestaff.** Workday Integration Phase 2 - Parallel Payroll variance testing is on hold due to end-of-year activities. The project is anticipated to re-start March 2024.
27. **IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59.** Project is being implemented in an agile fashion. Next phase is expected to complete February 2024. Fire Stations complete to date include Sta. 46, 36, 41S, 58, 59 and 19. Remaining 41 Main and FS 21/AVI Center.
28. **DPD Gun Range Software.** This project is beginning the procurement process. Completion date will be provided when available.
30. **WEB-RMS.** This project is still in the procurement process. Purchase request has been submitted. New date will be provided when available.
32. **Ricoh-Fortis Document Management System Replacement.** This project is in the planning stages. New timeline is being developed. New date will be provided when available.

33. **P25 Compliant Radio Project.** The new P25 Public Safety Radio system is now live, operational, and performing as designed. Final migration of all City of Dallas Departments is complete. Team is now working on decommissioning of old systems and equipment.
36. **Off-Duty Job Application.** This project is beginning the procurement process. Completion date will be provided when available.
37. **Use of Force - Police Strategies LLC.** All initial project tasks have been completed. End date of project is 2026 because Dallas will continue to provide data on a quarterly basis until the end of the contract. This project still requires data to be sent to the vendor (Police Strategies) every quarter. Once that data is received by the vendor, the vendor has 5 months to present the reports and dashboards.
42. **Network Unified Communications Upgrade.** Project is implemented in an agile fashion. Unity Voice Mail portion is now complete. The next, "Call Manager" has an estimated completion date of August 2024.
48. **Enterprise Capital Project Management System (ECPMS) Phase 2.** Additional GIS enhancements are being documented for review and approval by the Business Unit and vendor before adding additional scope to the project.
59. **Replace Human Capital Management System Phase 2.** The Workday Modules Implementation will be done in three phases. The estimated timeline for Recruiting-Onboarding and Talent-Performance Go-live is Feb 2024. Benefits Go-live is Oct 2024. Advanced Comp and LMS (Learning Management System) is Feb 2025.
65. **Build an Ethics Financial Reporting Solution.** Project date will be updated after this project has completed the procurement process.
66. **SEC Records Inventory Management Solution.** Requirements have been developed. Awaiting Council approval.
67. **Electronic Document Management - EDMS.** The EDMS project is part of a group of projects relying on the Hyland Software System, which are being developed serially. We are currently re-validating project budget, scope, and participating department and will then re-work the schedule.

## C. Changes to Major Project Status List

1. Major Projects Implemented or closed since last report.
  - a. Cameras at 7901 Goforth. #13 on December 2023 report.
  - b. Upgrade of DMZ and Security Switch Stacks. #46 on December 2023 report.
  
2. New Projects approved by IT Governance Board.
  - a. Online Training Management System with Training Access Portal.
  - b. Case Management Software System for Fair Housing Division

# Section 2: IT Operations

## A. Outage Report

### 1. Monthly Service Desk Report

The IT Service Desk functions as the single point of contact (SPOC) between the City’s IT organization and its end users. The Service Desk handles a variety of requests that include distribution to support, setting user passwords, and troubleshooting issues. It assists customers with incident resolution and service request management. The Monthly Service Desk Report provides metrics and trends of the IT service desk performance.

#### Service Desk Call Metrics

Category	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan
Total Calls	6969	8230	7319	11740	5528	5698	8195	6344	6228	5836	3034	3719
Answered	6778	8048	7171	7977	5005	5513	7941	6056	6143	5759	3006	3693
Abandoned	1000	1084	148	523	523	185	254	288	85	77	28	26
Abandoned (<10sec)	380	1493	81	1398	175	71	166	172	172	93	273	273
Abandoned %(<10sec)	1	1	1	17.5	3.5	1.3	1.3	2.0	1	1	1	1



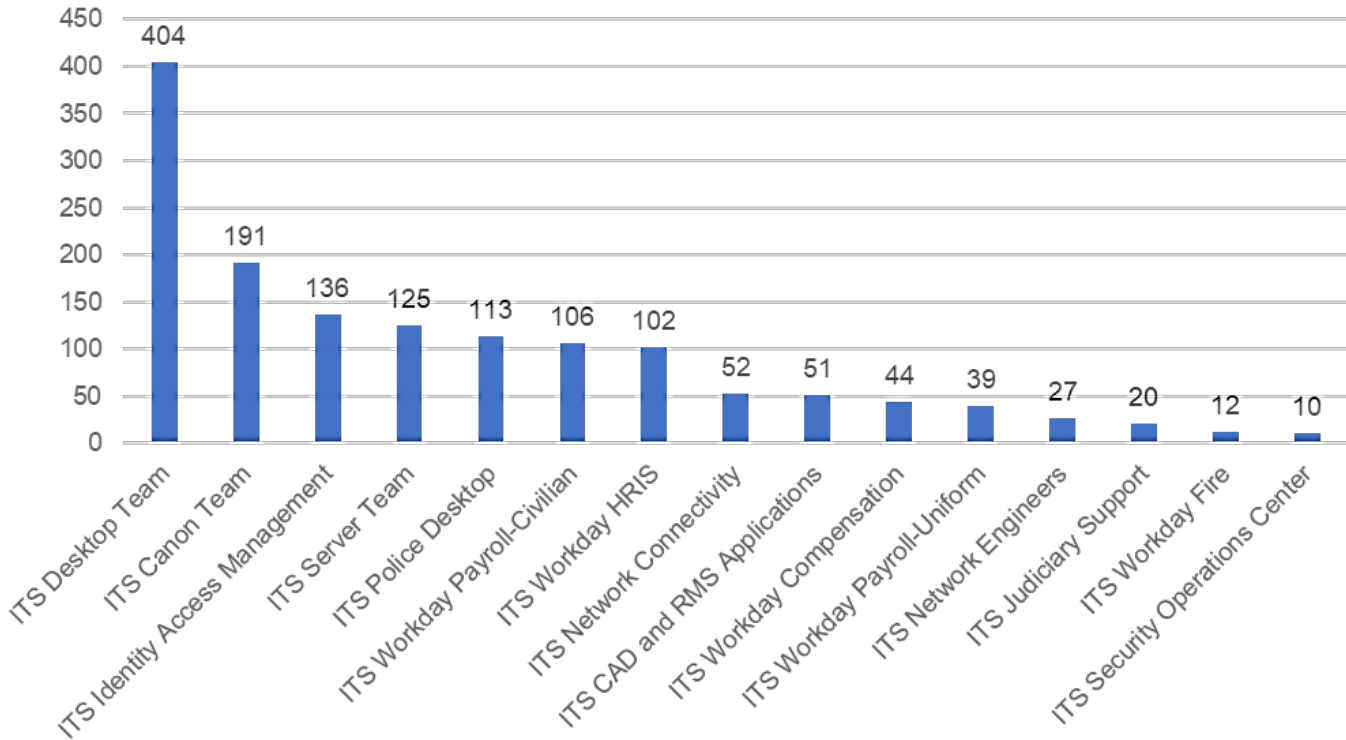
Metric	Metric	Current Month	Trend								
Average Speed to Answer – Voice	Average Speed to Answer - Voice	00:05									
Password Related Incidents	Password Related Incidents	21%	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Nov</td><td>20.2%</td></tr> <tr><td>Dec</td><td>17.8%</td></tr> <tr><td>Jan</td><td>21.3%</td></tr> </table>	Month	Value	Nov	20.2%	Dec	17.8%	Jan	21.3%
Month	Value										
Nov	20.2%										
Dec	17.8%										
Jan	21.3%										
First Contact Resolution - Incident	First Contact Resolution - Incident	92.85%	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Nov</td><td>91%</td></tr> <tr><td>Dec</td><td>85%</td></tr> <tr><td>Jan</td><td>93%</td></tr> </table>	Month	Value	Nov	91%	Dec	85%	Jan	93%
Month	Value										
Nov	91%										
Dec	85%										
Jan	93%										
Average Duration – Service Desk	Average Duration - Service Desk	0.19 Days* 278 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Nov</td><td>282</td></tr> <tr><td>Dec</td><td>566</td></tr> <tr><td>Jan</td><td>278</td></tr> </table>	Month	Value	Nov	282	Dec	566	Jan	278
Month	Value										
Nov	282										
Dec	566										
Jan	278										
Average Duration – Field Services	Average Duration - Field Services	2.89 Days 4172 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Nov</td><td>4484</td></tr> <tr><td>Dec</td><td>4409</td></tr> <tr><td>Jan</td><td>4172</td></tr> </table>	Month	Value	Nov	4484	Dec	4409	Jan	4172
Month	Value										
Nov	4484										
Dec	4409										
Jan	4172										
Average Duration - PD Field Services	Average Duration - PD Field Services	3.7 Days 5431 Minutes	<table border="1"> <tr><th>Month</th><th>Value</th></tr> <tr><td>Nov</td><td>3714</td></tr> <tr><td>Dec</td><td>4249</td></tr> <tr><td>Jan</td><td>5431</td></tr> </table>	Month	Value	Nov	3714	Dec	4249	Jan	5431
Month	Value										
Nov	3714										
Dec	4249										
Jan	5431										

**NOTES:**

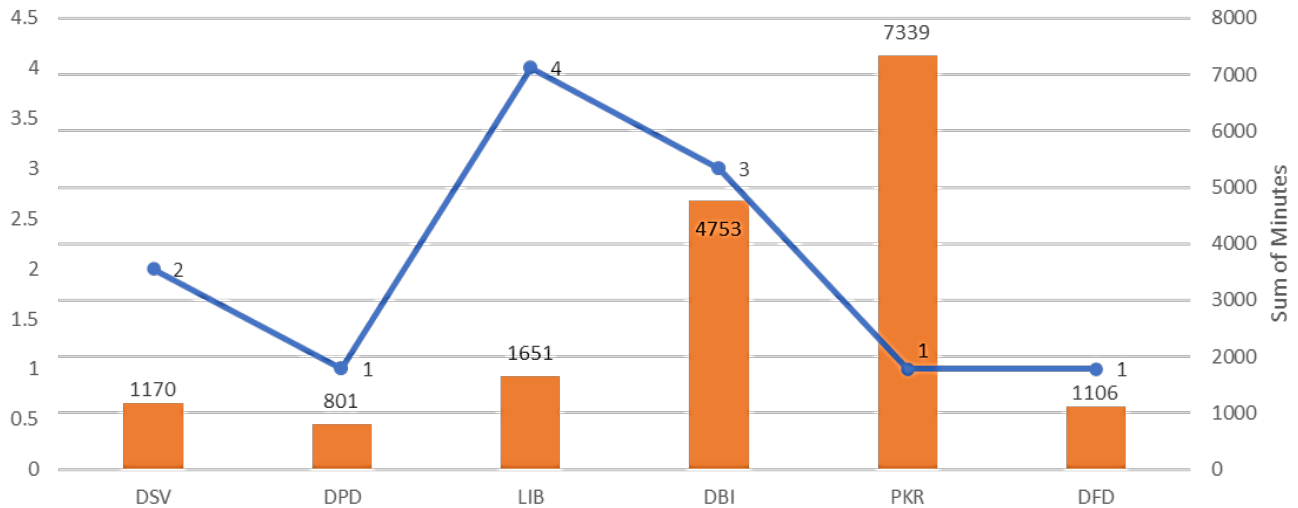
1. In January 2024, the IT Helpdesk received 3719 calls for support. This is an increase of almost 700 calls over December 2023 which saw 3034 calls, and below the rolling yearly average of ~6100 per month (excluding May and the impact of ransomware related calls).
2. First Contact Resolution (Incidents) rebounded to 93% in January, compared to December, at 85% and above the rolling year average of 83%.
3. Field Services (excluding DPD) average service duration of 2.89 days in January is a slight decrease over the previous two months.
4. Field Services for DPD average service duration increased slightly to 3.7 days in January compared to 2.9 days in December.

2. Monthly Incident Report (Break/Fix “My Computer Doesn’t Work”)

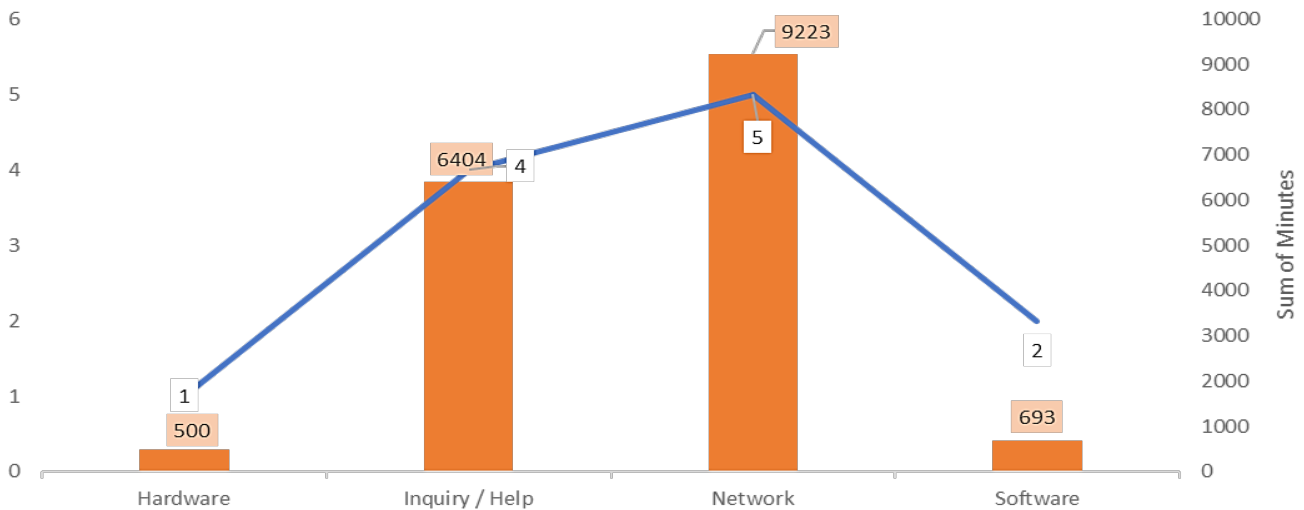
Top 15 Assignment Groups  
Incidents January 2024



Impact Minutes by Department  
Severity 1 and Severity 2

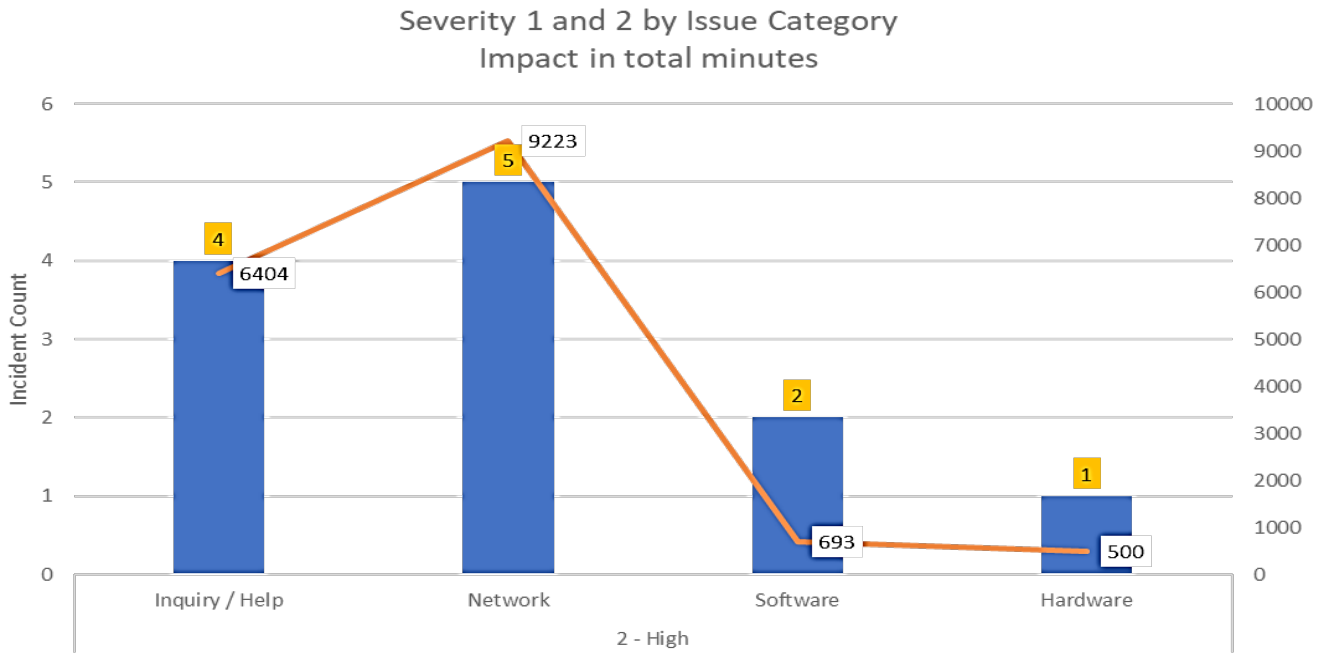


Impact Minutes by Issue Category  
Severity 1 and Severity 2



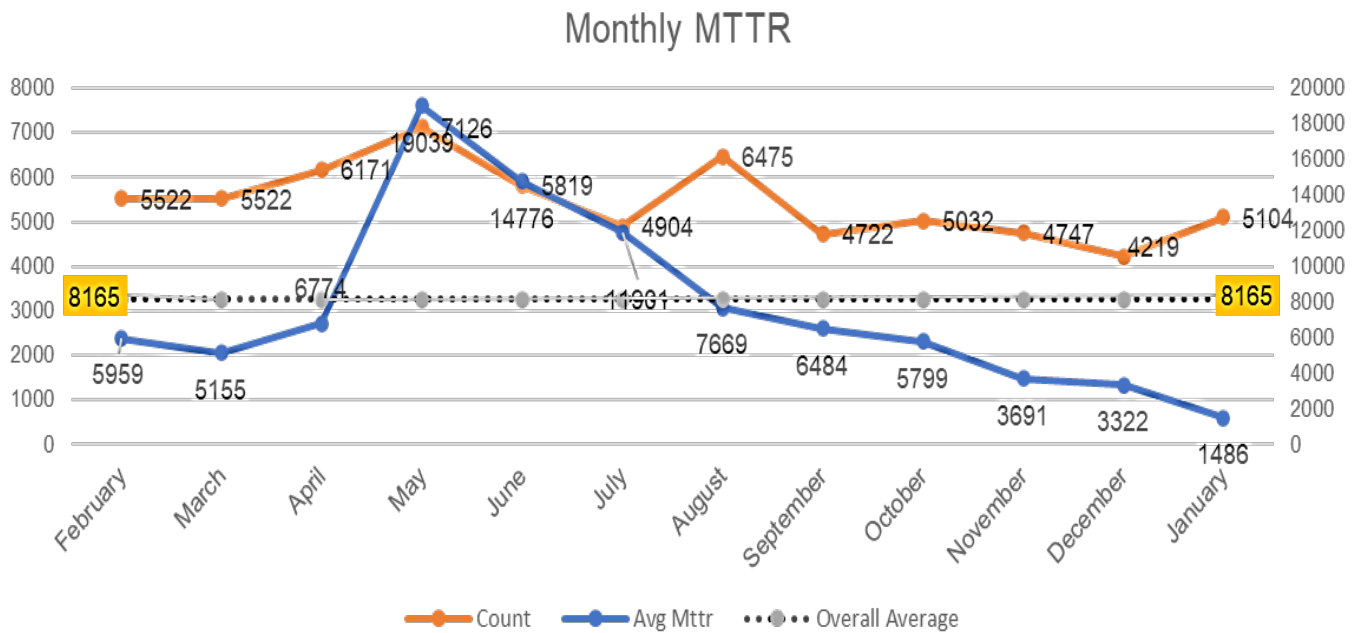
**NOTES:**

1. Severity 1 and Severity 2 incidents are the most severe and most likely result in degraded services or outages that impact the ability of City departments to fulfill their missions.
2. The top chart tracks the number of reported major incidents by department, along with the total number of minutes the incident(s) potentially impacted them.
3. The lower chart tracks major incidents by category and minutes of impact.



**NOTES:**

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



**NOTES**

1. This chart provides the trendline for the average mean time to repair (MTTR), an industry standard for tracking the timeliness of resolution on reported incidents.
2. Mean Time to Repair, in these reports, is calculated as the total time from Report of Incident to the Resolution of the Incident.
3. January, numbers do not include 461 tickets which remain in progress and as of the reporting date not yet resolved.
4. December MTTR updated to reflect post current reporting month closure validation. January numbers will be updated in February reporting cycle to reflect tickets closed post data compilation.

### 3. Monthly Major Outage Report

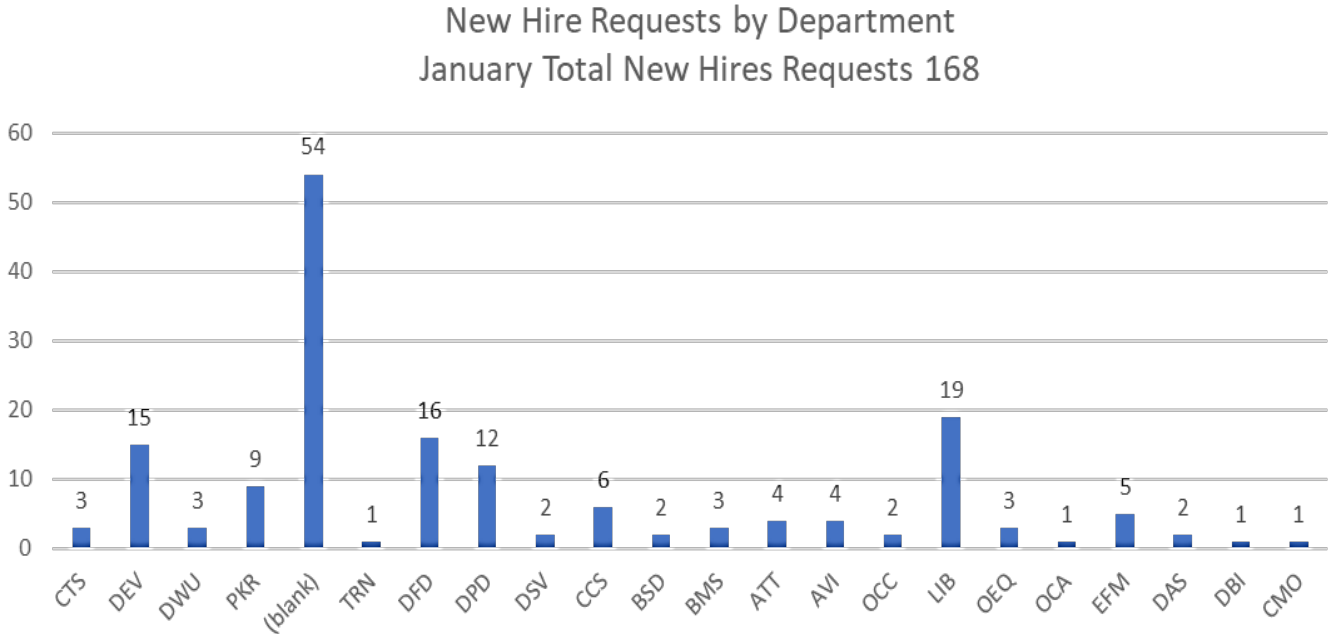
Priority	Description	Department	Primary	Secondary	Assignment Group	Hours
2 - High	PC Res   PC Res will not accept library cards  Multiple sites	LIB	Software	Troubleshooting	ITS Server Team	6.2
2 - High	Network   Gis severer XXXNNN needs to be rebooted	DBI	Software	Troubleshooting	ITS Server Team	5.3
2 - High	SQL Server Management Studio  Receiving an HTTP Error	DPD	Inquiry / Help	How To	ITS Server Team	13.4
2 - High	Network   network unresponsive wifi and wired	PKR	Network	Outage	ITS Network Connectivity	122.3
2 - High	Network   Station's network connection and phone lines not operational	DFD	Network	Outage	ITS Network Connectivity	18.4
2 - High	Phone Support   711-722 dialing is not available across call managers	DSV	Inquiry / Help	Policy/Procedure	ITS Network Phone	19.5
2 - High	PC Support   VDIs all showing as offline	LIB	Network	Outage	ITS Server Team	4.8
2 - High	PC Res   OC res and VDI showing offline	LIB	Hardware	Workstation/Computer	ITS Server Team	8.3
2 - High	PCRES   VDIs Showing Offline	LIB	Network	Outage	ITS Server Team	8.2
2 - High	Server Unresponsive  Unable to gain remote access to XXXNNN scripting server	DBI	Inquiry / Help	Policy/Procedure	ITS Server Team	47.3
2 - High	Primary Circuit for Police Academy is down.	DSV	Network		ITS Network Engineers	#VALUE!
2 - High	Server Unresponsive XXXNNN is not responsive need to be restarted	DBI	Inquiry / Help	Policy/Procedure	ITS Server Team	26.6

**NOTES:**

1. Major incidents are identified as Severity1 and Severity2 that have significant impact to City services or Department’s ability to perform critical functions and last over 4 hours in duration. Major incidents are measured by duration of impact, degraded or full outage, of services.
2. Major Incidents with #value are incidents that had over 4 hours of impact, however, are incomplete of details, at the time the report was generated, to identify full impact to departments.
3. January saw a decrease in both the average time to repair and total impact time for Major Incidents compared to December. January average MTTR of 25.5 hours compared to December of 71.5 hours. January total impact 280.3 hours compared to December which had 500.6 hours.
4. Twelve Major incidents in the month of January, 0 critical and 12 high, an increase of 4 over December of 8, 0 critical and 8 high.
5. The extended impact duration of 122.3 hours was associated with an AT&T circuit issue requiring AT&T field support to fix. Additionally, the ticket was not marked as resolved until being confirmed during business hours by the impacted department and city network technicians. This incident was a full-service impacting outage for the location.

## B. Service Requests (including new employee onboarding)

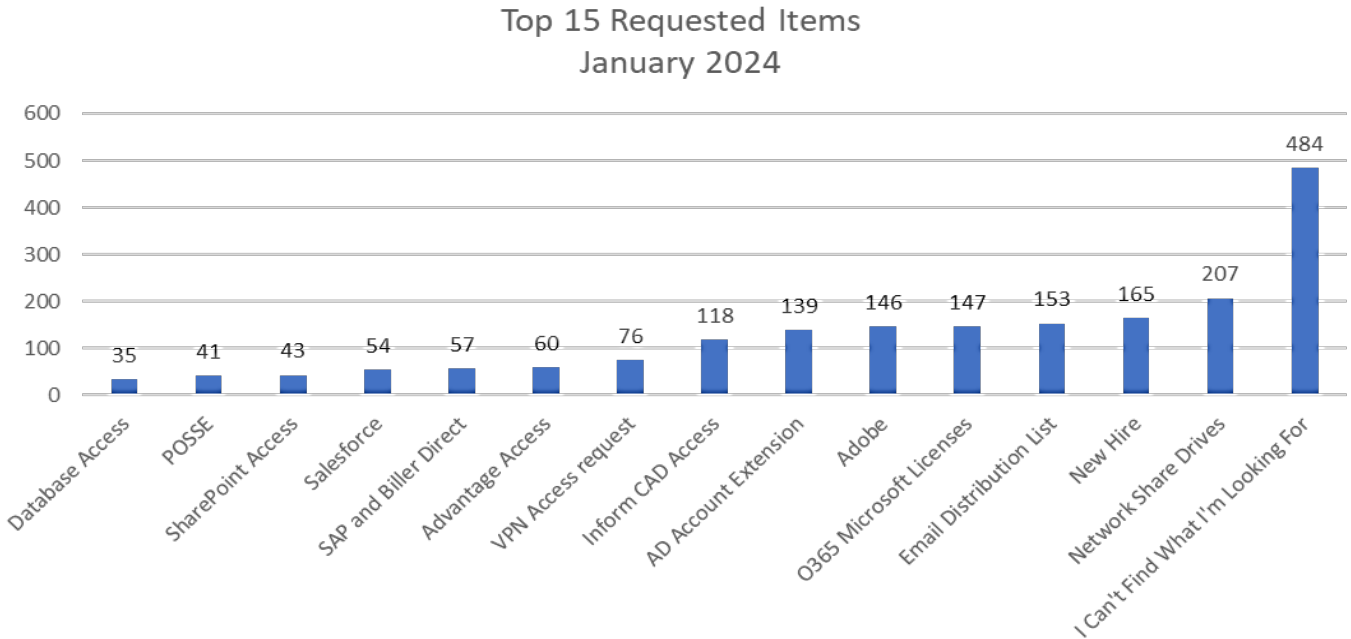
### 1. New Hire Report



#### NOTES:

1. In the month of January, a total of 168 request tickets were generated for new employees.
2. LIB, DFR, and DEV were the top 3 New Hire Request departments.
3. Blank indicates no department match was available for the requested onboarding at the time the report was generated.

2. Service Request Report (An ask for service – “I Need Software Installed”)

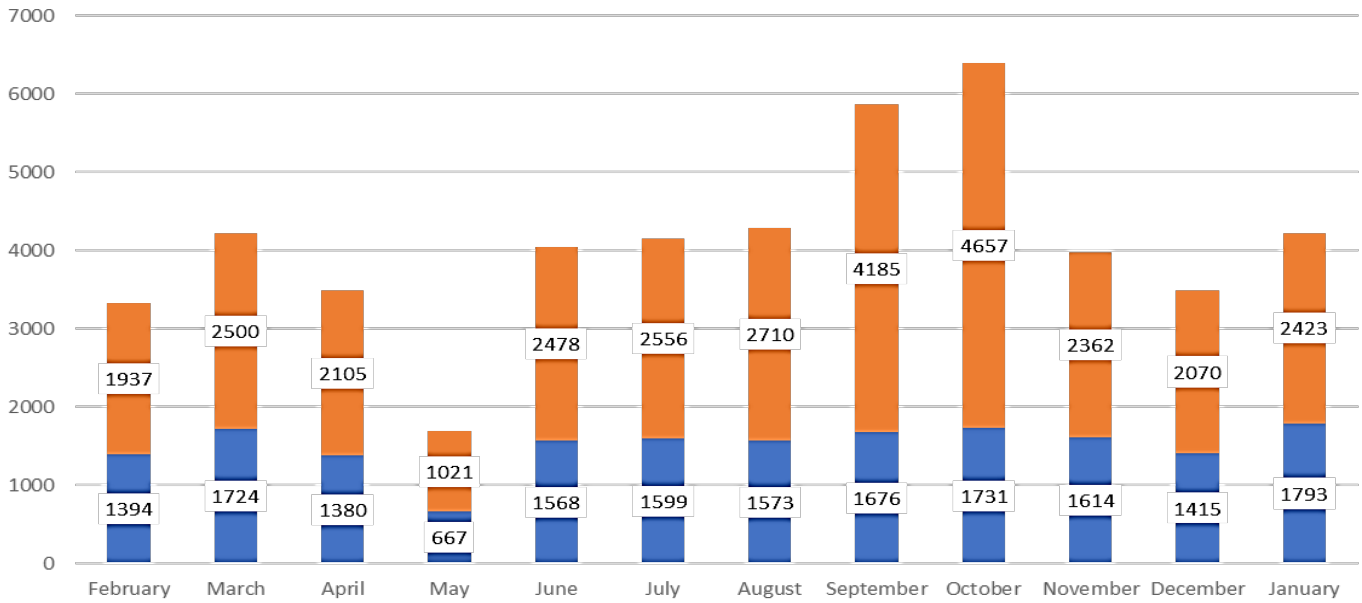


**NOTES:**

1. January Service Requests totaled 1793, an increase of 300+ over December which totaled 1415. This report depicts the top 15 Request by type that were selected.
2. “I Can’t Find What I’m Looking For” is a category used when a service catalog item does not exist for what the user is asking.



Request Action by Month



**NOTES:**

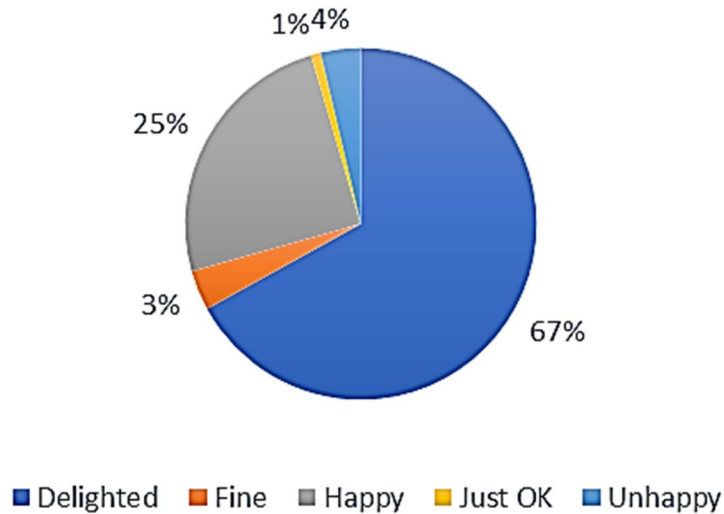
1. This chart illustrates that 1793 Request Tickets generated 2423 Request Actions. Frequently, one Request generates multiple actions to be completed by one or more teams to fulfill the ask.

## C. IT Service Desk Satisfaction Surveys

The City's IT Service Desk conducts surveys of employees that have submitted incident reports and service requests. These surveys are performed through the ServiceNow platform in the form of email requests directly to the individuals who submitted the request to the IT Service Desk either by calling or submitting through the online ServiceNow platform. Submitters are asked to provide feedback on the timeliness of the disposition of their request and their rating of the overall Service Desk experience. Along with the rating, submitters are asked to provide other feedback which can be used to address specific issues and to improve the overall timeliness and experience.

1. IT Service Desk Timeliness Report

### Service Desk 'Timely Response' 30 Days Survey

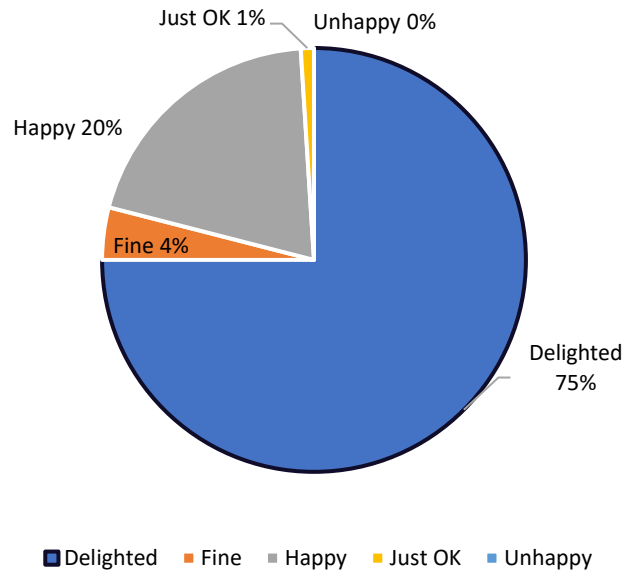


**NOTES:**

1. This chart illustrates the overall survey responses to the question of Service Desk timeliness for requests submitted in January 2024.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate the timeliness of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the January 2024 survey, 95% of respondents rated their perception of timeliness of the service to be either Fine, Happy, or Delighted.

2. IT Service Desk Overall Experience Report

Service Desk 'Overall Experience' 30 Day Survey

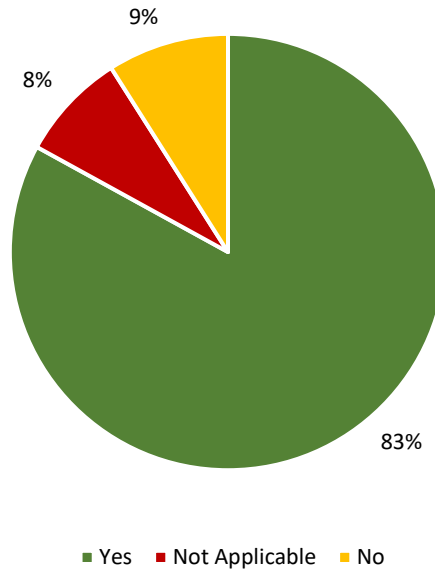


**NOTES:**

1. This chart illustrates the overall survey responses to the question of Service Desk experience for requests submitted in January 2024.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate their overall experience of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the January 2024 survey, 99% of respondents rated their overall experience with the IT Service Desk to be either Fine, Happy, or Delighted.

3. IT Service Desk First Call Resolution Report

Service Desk 'First Call Resolution' 30 Day Survey



**NOTES:**

1. This chart illustrates the overall survey responses to the question of whether the issue was resolved on the first call to the Service Desk for requests in January 2024.
2. The survey requests employees that have submitted an incident report or service request to the IT Service Desk on whether the issue was resolved with the first call (Yes or No).
3. For the January 2024 survey, 83% of respondents responded that their issue or request was resolved on the first call.

## Section 3: IT Budget Execution

IT Budget Execution provides information on the execution of the IT budget, the management of technology procurements, and the management of IT Human Capital.

### A. Contract/Procurement Management

#### Upcoming/Recent Contracts Requiring Council Approval

##### Item Approved on January 10 Agenda:

**Oracle America, Inc.** – A two-year cooperative purchasing agreement for continued use of cloud services and support for the budget preparation and management system

- Contract amount - \$337,117.42
- This system is an effective tool in the creation, management, and reporting of the City's budget, from initiatives to line-items for all City departments.

##### Item Approved on January 24 Agenda

**Microsoft Corporation** – A one-year cooperative purchasing agreement for continuous premier support services through Department of Information Resources cooperative agreement

- Contract amount - \$699,286
- This service contract will provide Microsoft Premier Support Services to the City of Dallas. This service provides training workshops, enhanced technical support and assistance for complex or critical problems that arise during the use of Microsoft software products.

Open Solicitations

**Network Cabling**

- Five-year contract with two, two-year renewal options for the design, installation, maintenance, and repair of network cabling.
- Selection committee is evaluating the proposals

**Broadband and Digital Divide**

- Eight-year initial contract with four three-year renewal options for Digital Equity Infrastructure and Last Mile Connectivity. The City is looking to select one or multiple solution/service providers qualified to design, build, deliver, and manage scalable fiber infrastructure to connect City facilities and high-priority unserved Census Tracts.
- Selection committee is evaluating the proposals

**Network Managed Services**

- Managed services for voice and data services, as well as the network support helpdesk.
- Open/Advertised Dates – February 15 and February 22
- Pre-Solicitation Conference Dates – February 26 at 9:00 a.m.
- Due Date – March 15

Upcoming Solicitations

**Software Master Agreement** – Service contract to purchase various enterprise commercial off the shelf (COTS) software products including perpetual, fixed term, subscription, and software as a service with their related software maintenance, support, training, and implementation, and other related services that will be used by the City in support of existing business operations.

**Network Managed Services** – Managed services for voice and data services, as well as the network support help desk.

**Court Case Management System** – System to automate and optimize daily work processes for Dallas Municipal Courts, replacement for the current system.

**EMS Inventory Management System** – System to manage and track acquisitions, distribution of DFR inventory, which include operation/emergency medical supplies, and personnel gear.

B. Budget Performance & Execution – December 2023

**Fund 0191 – 9-1-1 System Operations  
December 2023**

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	661,024	661,024	131,425	620,746	(40,278)
Pension	95,983	95,983	19,166	89,934	(6,049)
Health Benefits	67,550	67,550	8,705	67,410	(140)
Worker's Compensation	1,712	1,712	1,712	1,712	-
Other Personnel Services	14,899	14,899	3,071	10,220	(4,679)
<b>Total Personnel Services</b>	<b>841,168</b>	<b>841,168</b>	<b>164,079</b>	<b>790,022</b>	<b>(51,146)</b>
Supplies	201,464	201,464	10,000	201,464	-
Contractual Services	11,824,129	11,824,129	3,559,301	11,824,129	-
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
<b>Total Expenditures</b>	<b>12,866,761</b>	<b>12,866,761</b>	<b>3,733,381</b>	<b>12,815,615</b>	<b>(51,146)</b>

**Fund 0197 – Communication Services (Radio Network)  
December 2023**

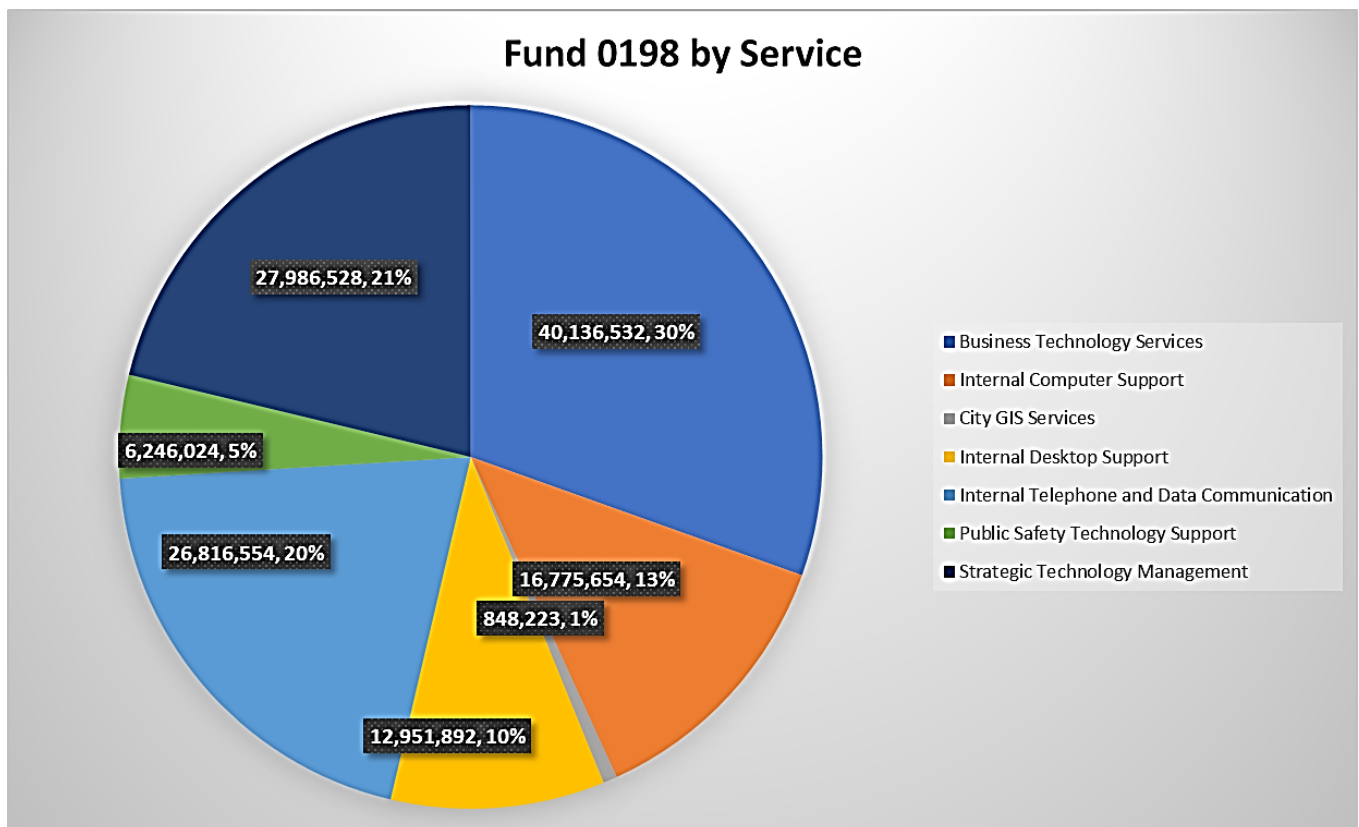
Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	1,995,239	1,995,239	433,427	1,964,155	(31,084)
Overtime Pay	96,632	96,632	70,607	97,578	946
Pension	303,582	303,582	73,177	284,350	(19,232)
Health Benefits	289,500	289,500	35,639	289,140	(360)
Worker's Compensation	8,059	8,059	8,059	8,059	-
Other Personnel Services	35,196	35,196	9,479	33,205	(1,991)
<b>Total Personnel Services</b>	<b>2,728,208</b>	<b>2,728,208</b>	<b>630,388</b>	<b>2,676,487</b>	<b>(51,721)</b>
Supplies	1,433,876	1,433,876	76,114	1,435,919	2,043
Contractual Services	14,711,697	14,711,697	3,083,777	14,761,375	49,678
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
<b>Total Expenditures</b>	<b>18,873,781</b>	<b>18,873,781</b>	<b>3,790,278</b>	<b>18,873,781</b>	<b>(0)</b>



Budget Performance & Execution (continued)

Fund 0198 – Data Services  
December 2023

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	20,914,938	20,914,938	4,018,188	19,669,446	(1,245,492)
Overtime Pay	31,612	31,612	9,171	27,619	(3,993)
Pension	3,027,737	3,027,737	587,284	2,951,783	(75,954)
Health Benefits	2,036,150	2,036,150	216,930	2,027,175	(8,975)
Worker's Compensation	53,893	53,893	53,893	53,893	-
Other Personnel Services	1,028,754	1,028,754	142,081	627,118	(401,636)
<b>Total Personnel Services</b>	<b>27,093,084</b>	<b>27,093,084</b>	<b>5,027,546</b>	<b>25,357,034</b>	<b>(1,736,050)</b>
Supplies	764,420	764,420	155,582	768,566	4,146
Contractual Services	103,926,620	103,926,620	50,272,831	105,635,716	1,709,096
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
<b>Total Expenditures</b>	<b>131,784,124</b>	<b>131,784,124</b>	<b>55,455,959</b>	<b>131,761,316</b>	<b>(22,808)</b>



## C. ITS Staffing & Hiring Report

### 1. ITS Funded Staffing Levels

IT Fund	FY 21	FY 22	FY 23	FY 24	FY 25 Plan
<b>Fund 0191 - 9-1-1 Technology Support</b>	7.0	7.0	7.0	7.0	7.0
<b>Fund 0197 - Radio Communications</b>	28.0	30.0	30.0	30.0	30.0
<b>Fund 0198 - Data Services</b>	190.0	204.0	223.0	225.0	230.0
<b>Total</b>	<b>225.0</b>	<b>241.0</b>	<b>260.0</b>	<b>262.0</b>	<b>267.0</b>

### 2. Vacancies and Hiring Activities

- As of January 31, 2024, ITS had 53 vacancies out of the available 260 positions.
- As of January 31, 2024, of the 53 vacancies, the disposition was:
  - 0 are in draft posting
  - 6 are undergoing reclassification to re-align within the ITS department
  - 57 are awaiting posting
  - 0 are actively posted
  - 0 were previously posted
    - 0 are under review
    - 0 are at a second round of interviews
    - 0 have pending offers with candidates

\*\*\*Note – To help facilitate the transition from NeoGov to WorkDay for position advertisement, all positions are under review and awaiting project completion. Anticipated February 14, 2024.

# Section 4: Cybersecurity Programs

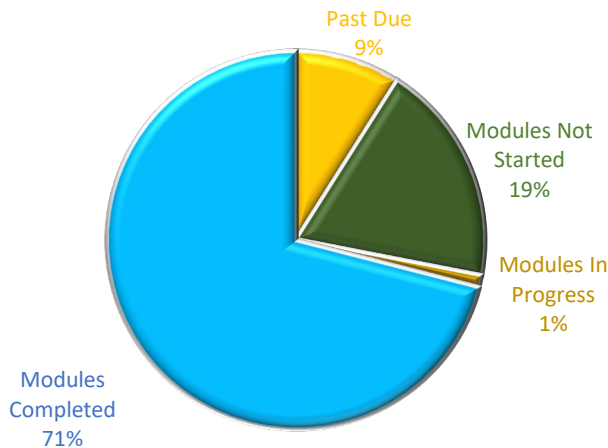
## A. Awareness Training

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

However, each year we see new or enhanced requirements from the Texas State Legislature as the risk environment evolves and becomes increasingly more threatening. As such, our security awareness training program must evolve to reflect the latest requirements and latest threats and it is critical that the security awareness training is completed each year. The information below illustrates the enrollment and completion efforts of employee training over the course of the year. For FY 2022-23 the City completed 92% of 30 training campaigns covering HIPAA, PCI, and Cybersecurity. The FY 2023-24 security awareness training campaigns are currently being drafted and scheduled, and ITS will track progress and work with City employees to ensure completion.

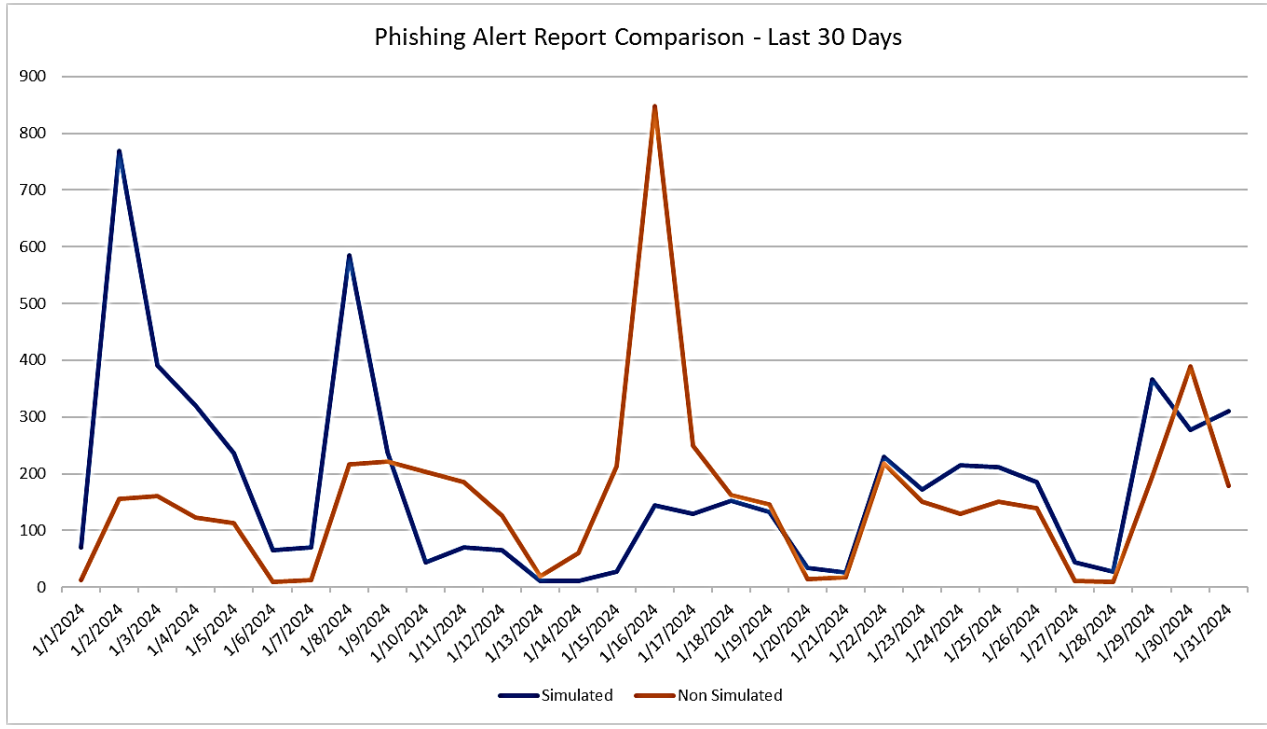
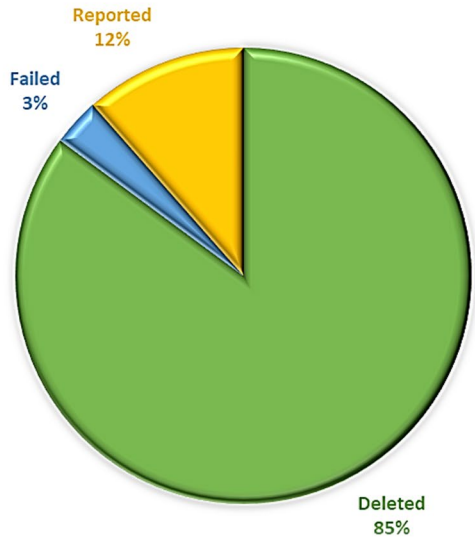
- Note employees with less than 25% of job function on technology are not required to complete Cybersecurity Training.

### ANNUAL SECURITY AWARENESS TRAINING



In addition, ITS continuously applies best practices to the employees around phishing and their ability to recognize and appropriately handle phishing incidents. Campaigns designed given real world scenarios, typically taken from recent events are sent out to the employee population to test their ability to distinguish and act. This provides feedback to the employees as well has increased the actual amount of true phishing reported. As well, a “Report phishing” button added to user’s Outlook has increased both the numbers of test phish and actual phishing emails.

ALL PHISHING ACTIVITY



## B. Situational Awareness

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

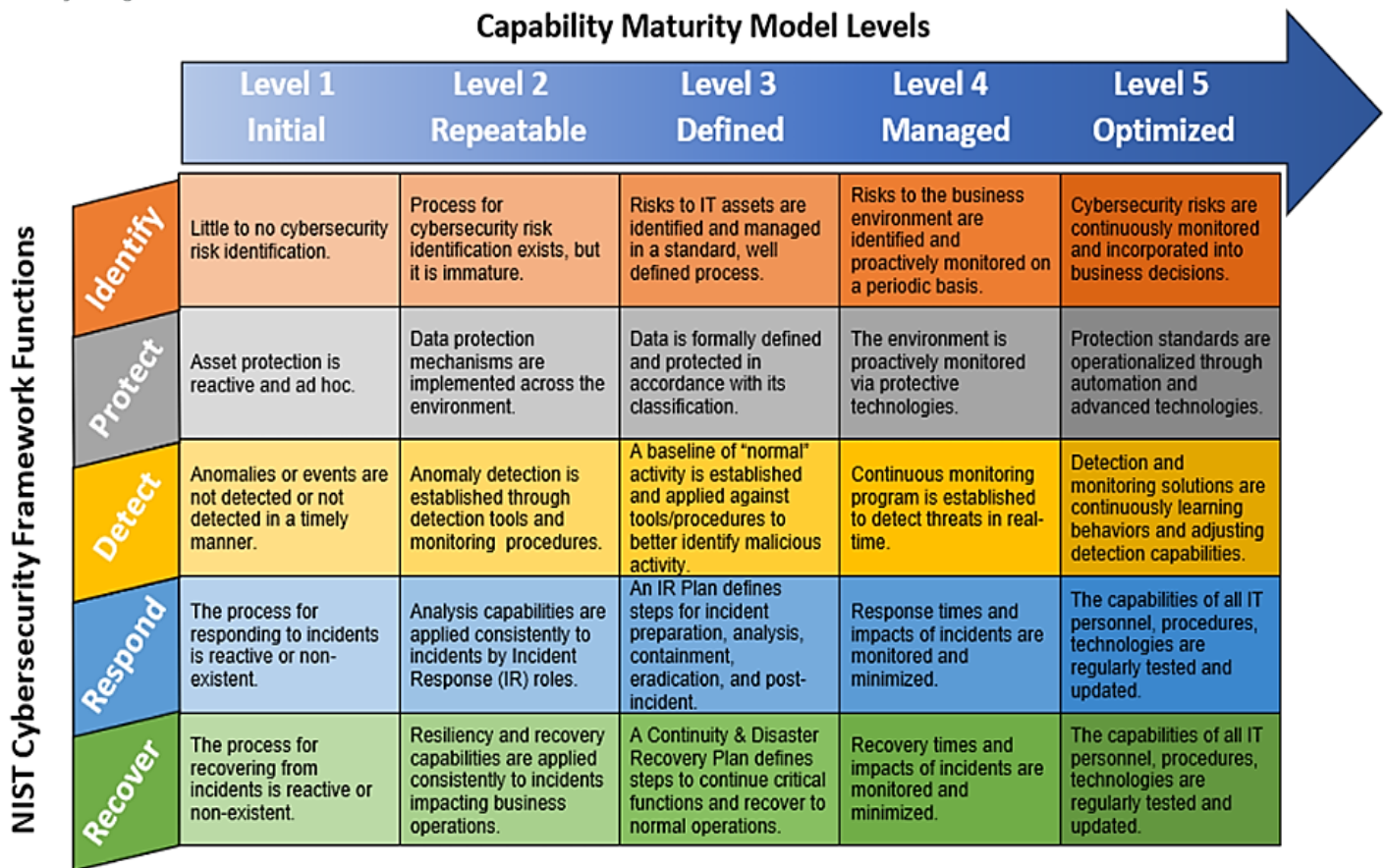
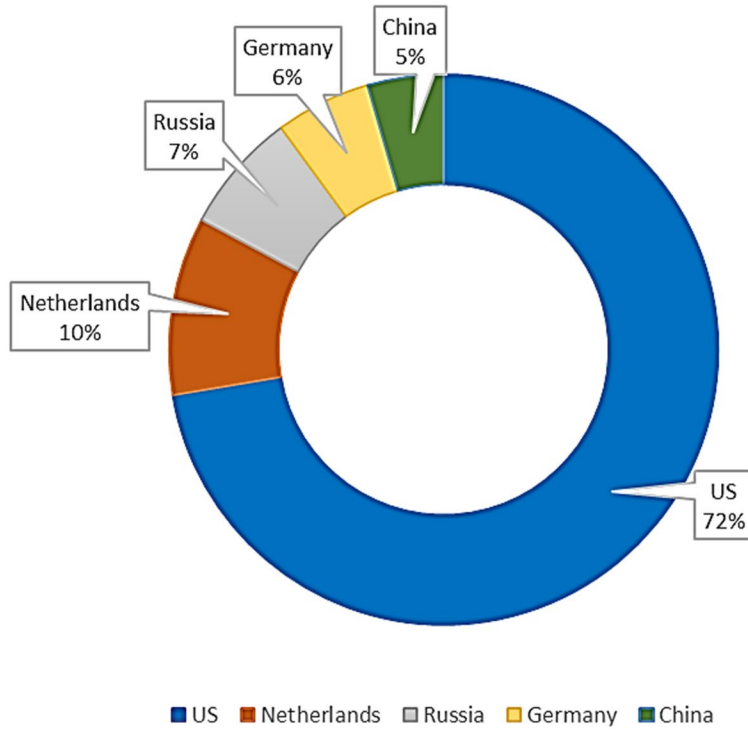
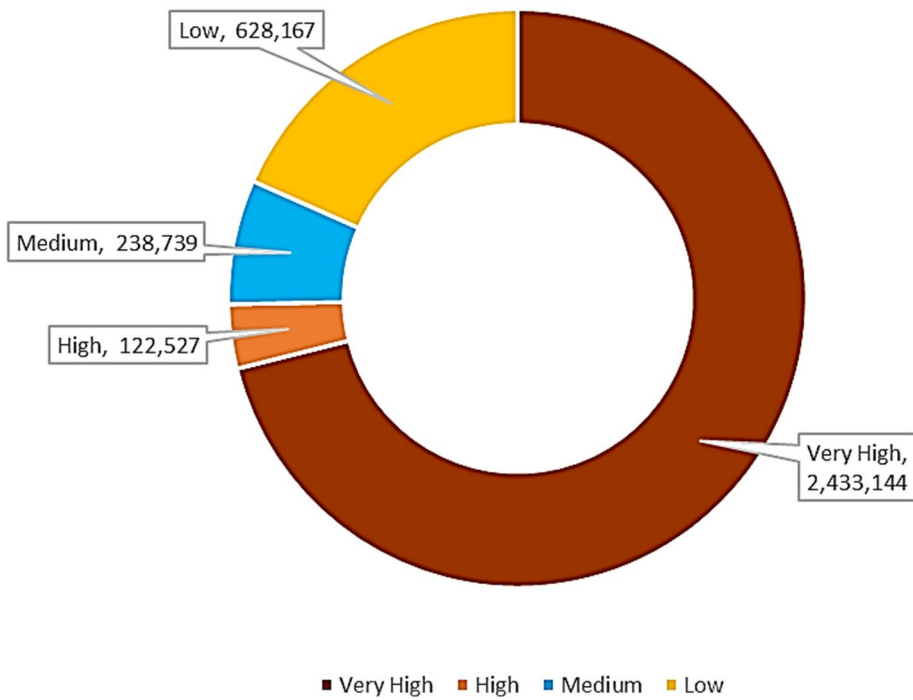


Figure 3: Assessing Cybersecurity Maturity

Top Threats 12/2023 by Country



Severity & Number of Threats to City of Dallas

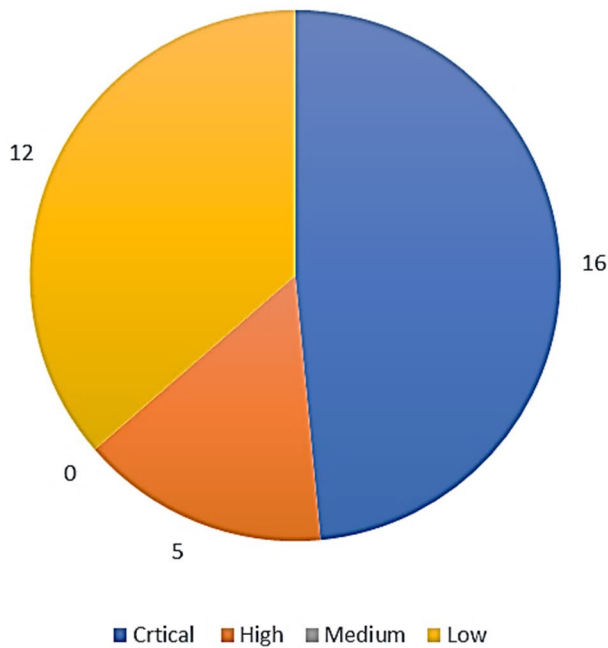


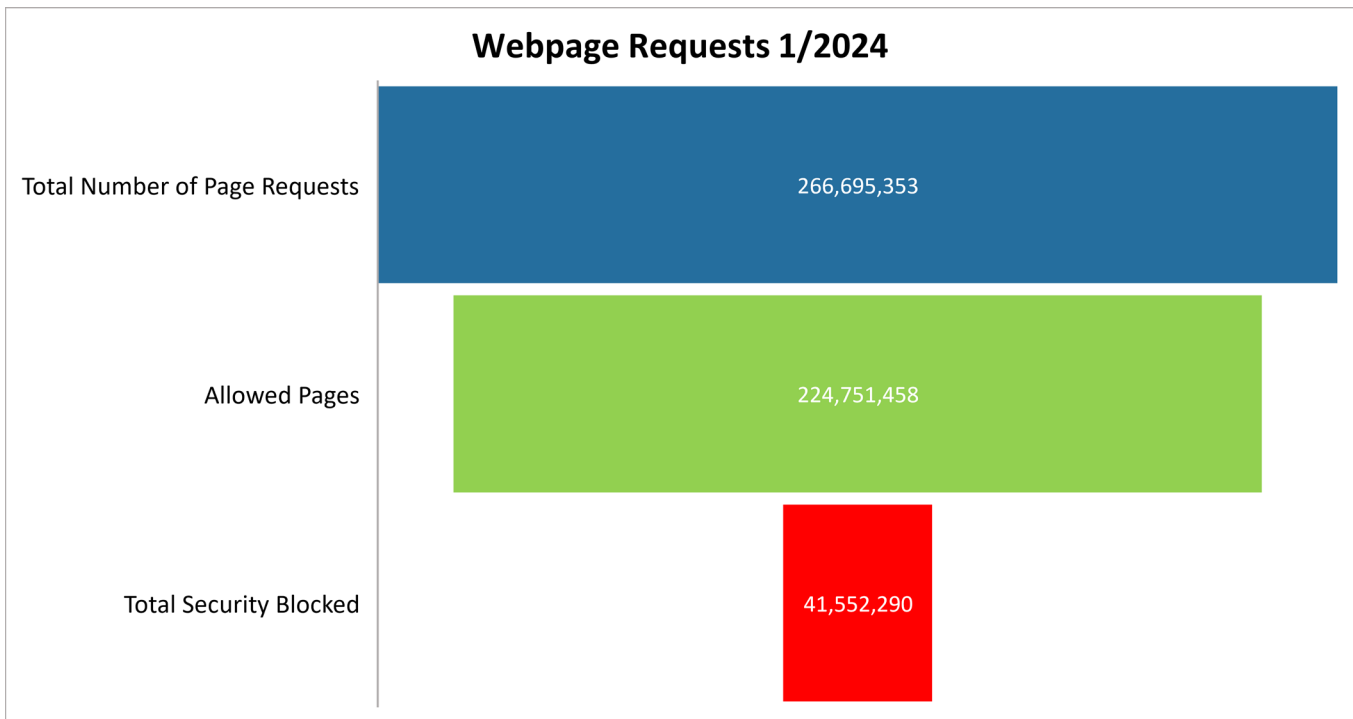
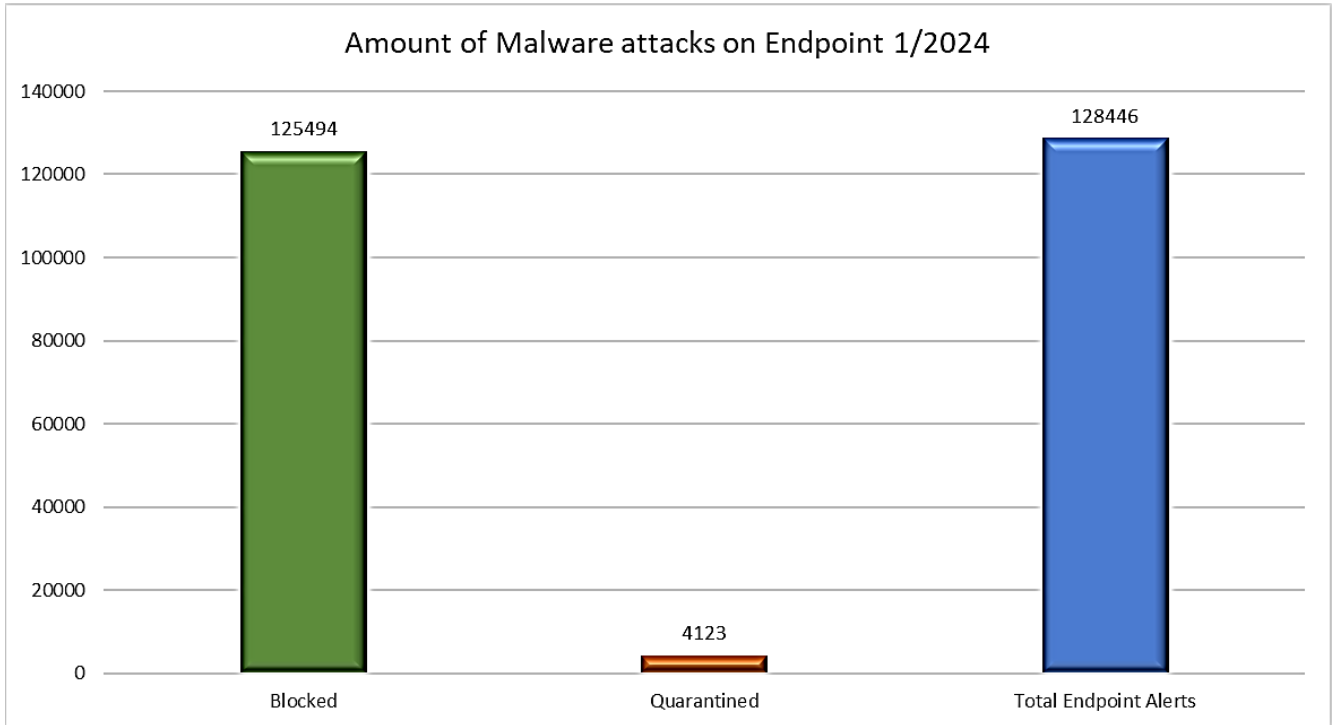
## C. Data Protection & Privacy

### 1. Endpoint Protection

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

**Endpoint Malware Remediated 1/2024**

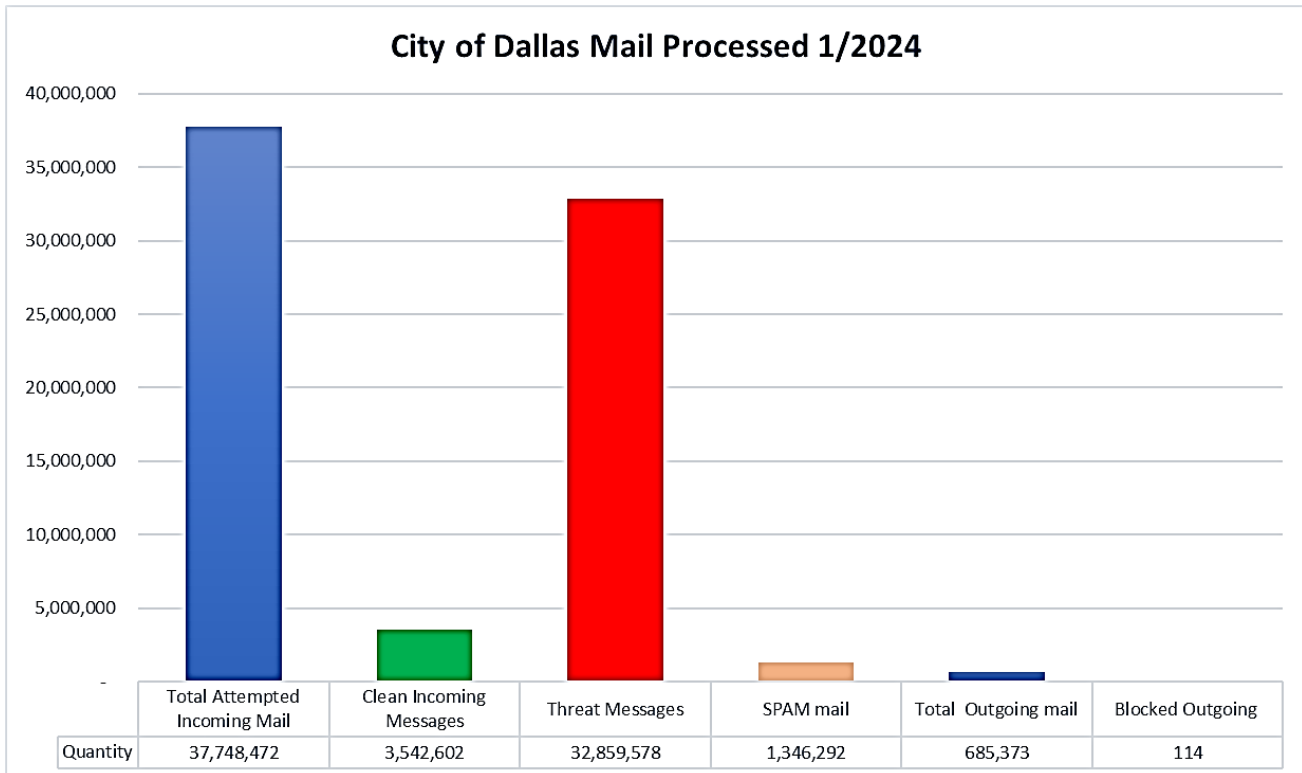






## 2. Email Screening

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



## Section 5: IT Infrastructure

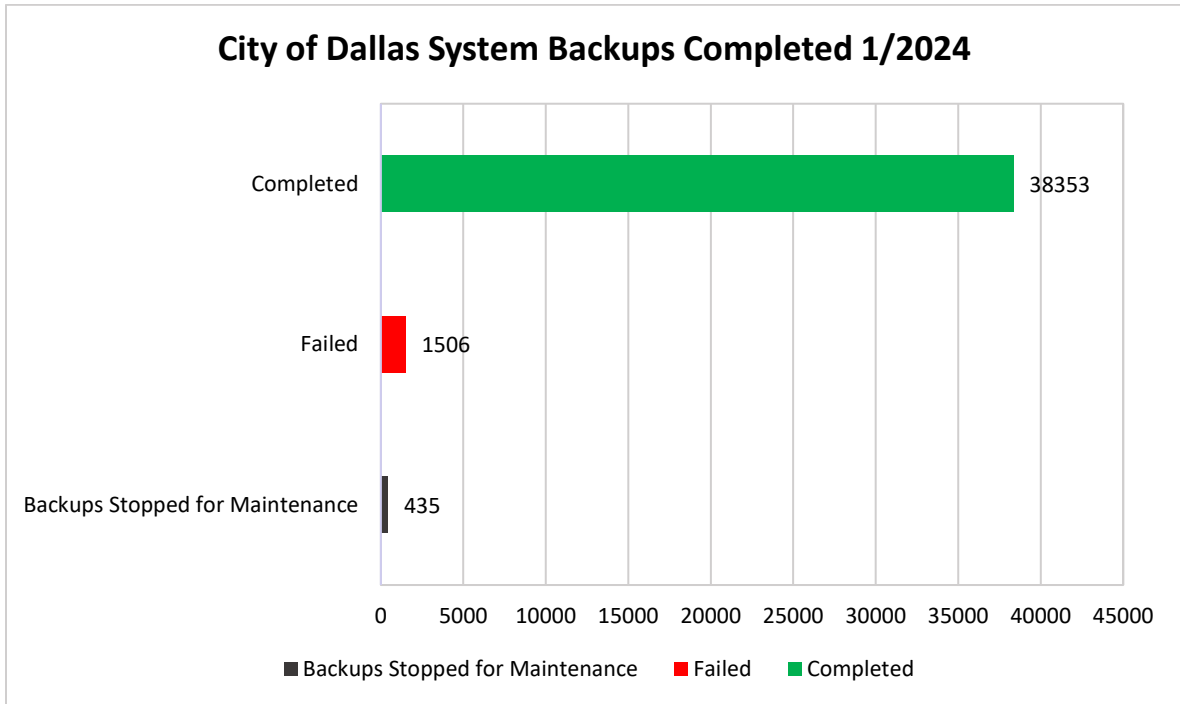
IT Infrastructure information and status updates on efforts to upgrade and improve the IT infrastructure used by the City to reduce technical debt, better meet current needs, and build for future service needs.

### A. Resiliency - Disaster Recovery and Business Continuity

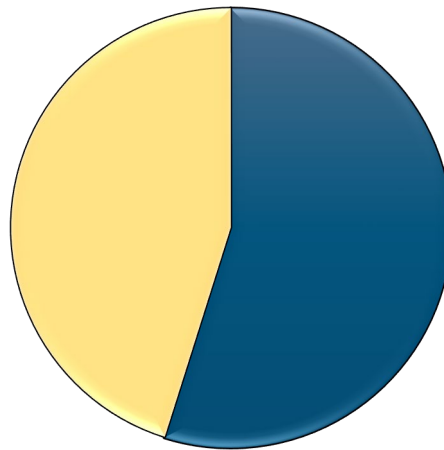
Resilience is essential in the City's IT environment because it ensures that the system can continue to function effectively and efficiently even when unexpected events occur. This can include things like hardware or software failures, power outages, natural disasters, and cyber-attacks. Lack of resiliency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

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

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



### Data Realization



■ Total Amount of Unstructured Data   ■ Stale Files   ■ Sensitive Files

**Total Data 3.2 PB**  
**Total Backup Data 1.79 PB**  
**Total Files 18.9 m**

## B. Technical Debt

Technical debt refers to the accumulation of design or implementation compromises made during the development of software, applications, or systems. Similar to how financial debt accrues interest over time, technical debt also accumulates and incurs a cost in the form of increased maintenance and development time, reduced quality, and decreased productivity.

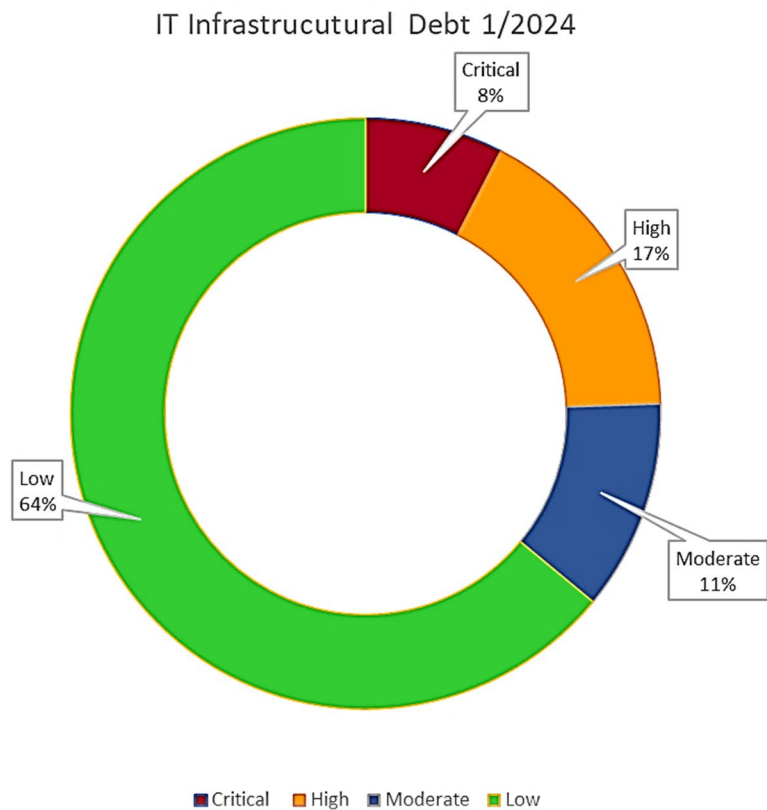
Generally, technical debt is categorized by three types:

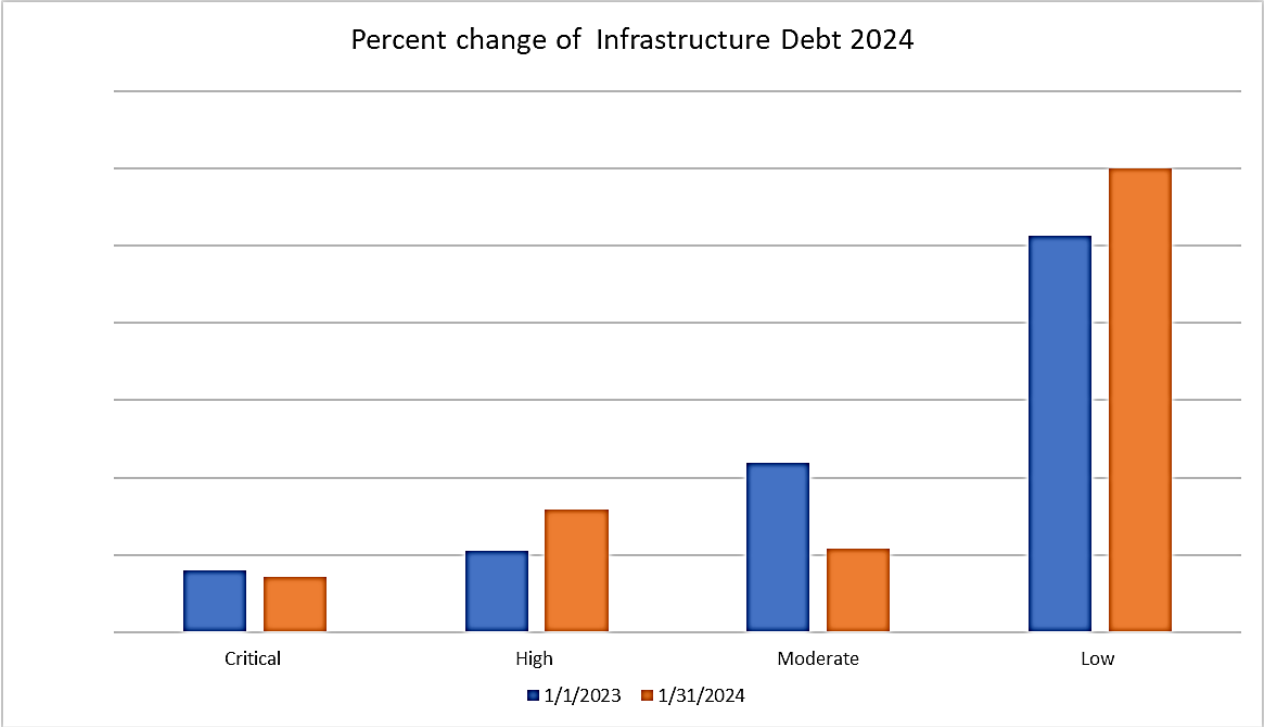
- Intentional Tech Debt: This is created deliberately by an organization in an effort to get technical capability into production more quickly. This form of tech debt involves a premeditated choice where an organization knowingly accepts some level of instability, insecurity, poor performance, user dissatisfaction or some other type of problem in exchange for launching the product sooner. This form of tech debt introduces risk, but represents a known risk that can be documented, tracked, and remedied over time.
- Unintentional Tech Debt: This form of tech debt arises from sloppiness, unexpected complexity, or a lack of technical expertise in designing and implementing software systems. This type of tech debt may be documented, but usually it is not because it often remains unknown until an event occurs revealing the issues or errors. Unintentional tech debt can still be remediated, but the development process will need to be adjusted accordingly, impacting the function and value of software.
- Environmental Tech Debt: This category of tech debt occurs over time and without effort. A system may be developed well, implemented well, and perform well at the time of implementation, but if not managed over time, environmental technical debt is likely to accrue because the environment in which it operates is in flux and changing. The technology will change, the needs of its users will change, and the capabilities of the devices on which it operates will change rendering a system that was originally well-designed unhealthy over time.

The City of Dallas has each of these types of technical debt present in its technology environment. In many instances there is a combination of multiple types of tech debt present for a given system or service operated in the City.

As a part of the City’s IT Infrastructure improvement direction, a proactive approach has been taken that identifies, tracks, and communicates the potential risks and costs associated with technical debt to City departments. The City’s technical debt has accumulated over time, reducing the effectiveness for IT services. Any plan must involve setting aside time and resources, specifically y to address the deficit.

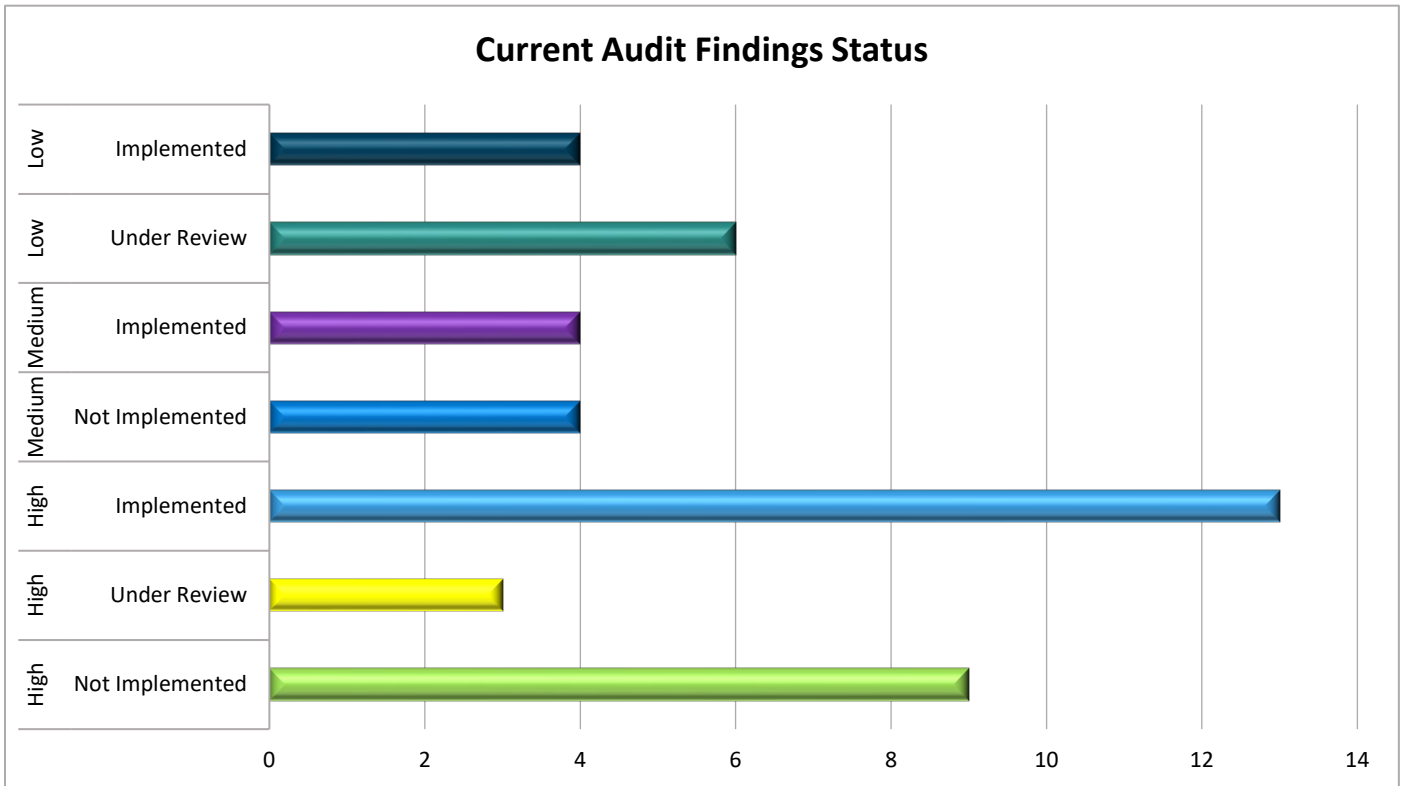
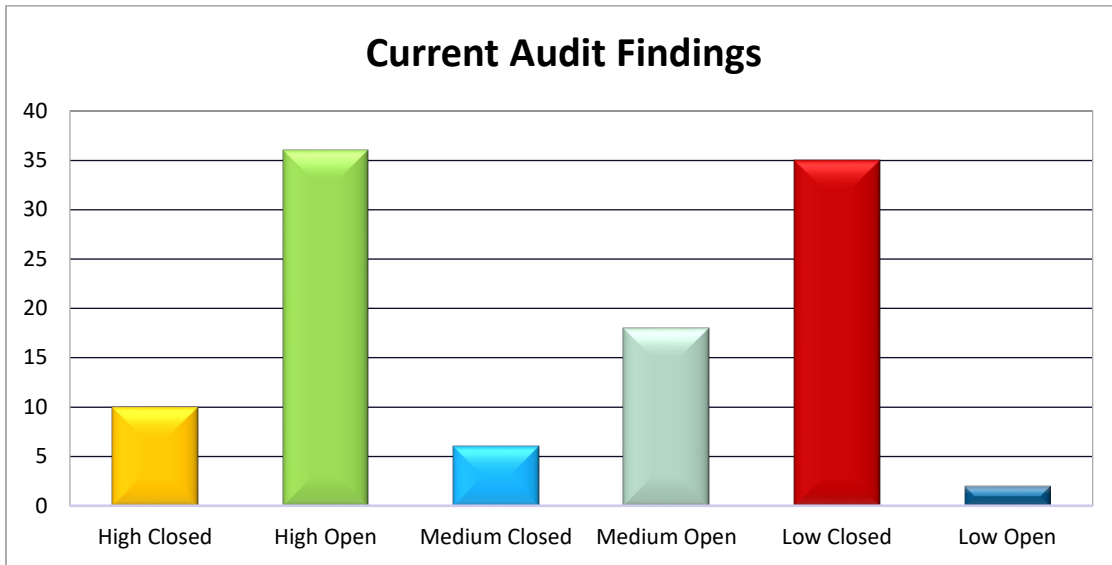
ITS is working to build a technical debt remediation program for addressing technical debt over time. The program shall outline and review changes in the system landscape and the City’s strategic priorities. The plan shall track progress toward milestones and adjust the roadmap as needed to ensure that technical debt is not only reduced, but continuously managed.



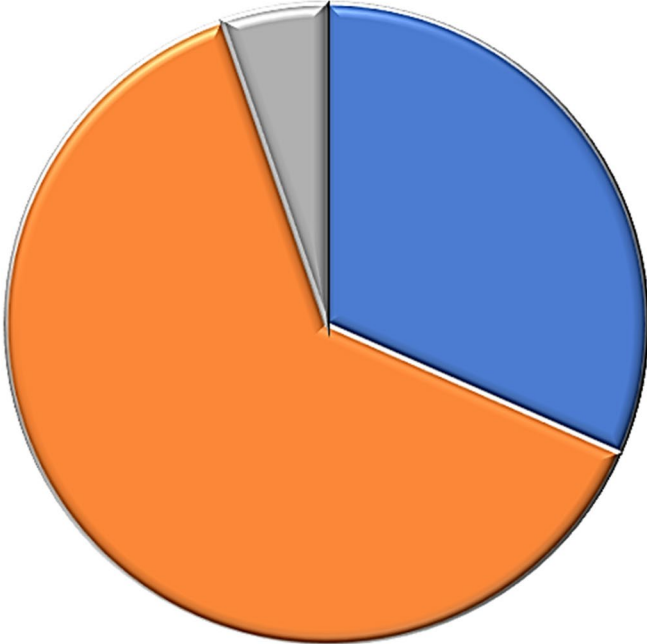


### C. Audit

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



Audit Remediation Stage 1/2024



Implementation in Progress No Follow-up Yet Closed



# Memorandum



CITY OF DALLAS

DATE February 23, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – February 22, 2024**

In this week's issue of Taking Care of Business are the following topics:

## **New Information**

- Notice of Funding Availability – Permanent Supportive Housing Project
- Code Cares for Mr. Bryant
- Engage Dallas Community Council
- Community Clean Trash-Offs in March
- Volunteer Income Tax Assistance Availability
- The Login Shop - Community Resource Event

## **Weekly Updates**

- Convention and Event Services Weekly Event Report
- Office of Procurement Services New Opportunities
- Office of Homeless Solutions Update
  - R.E.A.L. Time Rehousing
  - OHS Street Outreach Update
  - Give Responsibly Campaign Outreach Update
  - H.A.R.T/eam Update
- Media Inquiries

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## **NEW INFORMATION**

### **Notice of Funding Availability – Permanent Supportive Housing Project**

The Department of Housing & Neighborhood Revitalization in conjunction with the Office of Homeless Solutions has made great progress in moving the 1950 Fort Worth Avenue Permanent Supportive Housing project forward. The Notice of Funding Availability (NOFA) for this project was posted on the Housing Department's website and included in the City's email listserv through the Communications, Outreach, and Marketing Department for interested development teams and general contractors on January 9, 2024. The deadline for NOFA applications is March 11, 2024.

A kick-off meeting with the design firm was held on the week of February 5th. The first virtual NOFA pre-submission meeting was held last month with interested partners and developers to review the NOFA application and to answer any questions. The event was well attended with over 30 attendees. As a follow-up to this meeting, a list of questions and answers will be posted on the department's website for all interested parties to

review. Additionally, site tours of the property were held on Thursday, February 1 and February 9. The final pre-submission meeting will be held on February 27 which will include a question-and-answer session between the design firm and interested developers and partners. Should you have any questions, please contact Housing Interim Director Cynthia Rogers-Ellickson at [Cynthia.rogersellic@dallas.gov](mailto:Cynthia.rogersellic@dallas.gov).

### **Code Cares for Mr. Bryant**

Code Compliance Services celebrated another completed Code Cares project when the department partnered with Community Courts this week. The City worked together to address violations on Mr. Lee A Bryant’s property. We were referred to this case by a neighborhood Code Compliance Services inspector after they performed a routine inspection. Our team onsite showcased empathy and understanding while working with Mr. Bryant as he detailed what needed to be discarded.

Code Cares is an initiative aimed at helping Dallas residents who are elderly or disabled and cannot address violations on their property. Code Cares cases are reviewed and accepted on a case-by-case basis and exemplify the passion and empathy we have for our Dallas residents. Should you have any questions please contact Eric Onyechefule, CCS Public Information Coordinator II, at [eric.onyechefule@dallas.gov](mailto:eric.onyechefule@dallas.gov).



### **Engage Dallas Community Council**

Over the last few weeks, Code Compliance Services and Keep Dallas Beautiful have strategized with SMU’s Engage Dallas Program on ways to strengthen our community partnership. We took one more step in that direction by joining Engage Dallas Community Council. With representation on the council, we can learn first-hand about initiatives and ideas being discussed on how to grow Dallas. Our team learned about the appointment at our most recent meeting with Engage Dallas at the Austin Street Center. Should you have any questions please contact Eric Onyechefule, CCS Public Information Coordinator II, at [eric.onyechefule@dallas.gov](mailto:eric.onyechefule@dallas.gov).



### **Community Clean Trash-Offs in March**

On March 9, 2024, Code Compliance Services will host the first of two trash-off events in March. Staff will be onsite at West Dallas Multi-Purpose Center (2828 Fish Trap Rd., Dallas, Texas 75212) from 7 a.m. to 11 a.m. We will be discarding bulk trash, hazardous waste, tires, and safely shredding documents for free. Join us as we continue to help make Dallas a cleaner city. Should you have any questions, please contact Eric Onyechefule, CCS Public Information Coordinator II, at [eric.onyechefule@dallas.gov](mailto:eric.onyechefule@dallas.gov).

### **Tax-A-Thon Kickoff and VITA availability**

On February 3<sup>rd</sup>, the Office of Community Care’s Volunteer Income Tax Assistance (VITA) partner provider, the Dallas Community Tax Centers, a program of Foundation Communities, held a kickoff Tax-A-Thon event at Concord Church. Instrumental in coordinating this event were OCC program partners like the Dallas Financial Empowerment Center, Harmony CDC, and Services of Hope. Preparing accurate tax returns at no cost for households earning less than \$64,000 not only keeps money in their pockets, it also helps families avoid costly refund anticipation loans. This year’s Tax-A-Thon was coupled with financial education programming geared toward learning different ways families can invest in themselves while remaining vigilant on financial products that can harm them long-term.

In addition to current year tax preparation services, Dallas Community Tax centers can also assist with prior year tax returns (up to three years), ITIN renewals, and a matched savings program, the Dallas Saves Program. VITA services are provided at seven locations across Dallas with strategic operating times to fit the needs of those communities. The locations and opening hours of these services can be found in the attached flyers.

For more information please visit the Dallas Tax Center page at <http://www.dallastaxcenters.org>. Moreover, another free tax preparation service includes AARP Foundation Tax-Aide. These services are great for seniors but are available to all ages and an AARP membership is not required. For your nearest location please visit: [AARP Foundation Tax-Aide Locator](#).

Should you have any questions, please contact Holly Holt, Assistant Director of Office Of Community Care, at [holly.holt@dallas.gov](mailto:holly.holt@dallas.gov).

### **The Login Shop - Community Resource Event**

Join the City staff and Connected Dallas on Saturday, March 2, 2024 from 10 am to 2 pm at the Inncity Community Development Corporation (ICDC) for the Login Shop Resource Community Event, featuring a range of free activities including music, food, and drinks. Attendees can also participate in digital skills classes and first-time homebuyer classes, as well as conveniently learn how to order groceries online. If you are interested in a table at this event, please fill out this registration form or share the link with a community organization that could be good contenders for this event: [The Login Shop Community Resource Event: Organization Registration](#). Further information can be found at [bit.ly/dallasdigitaldivide](http://bit.ly/dallasdigitaldivide). Should you have any questions, please contact Estefania Ramirez, Digital Equity Coordinator, at [estefania.ramirez@dallas.gov](mailto:estefania.ramirez@dallas.gov).

### **WEEKLY UPDATES**

#### **Convention and Event Services Weekly Event Report**

Each week, Convention and Event Services will provide a report featuring two weeks of upcoming events that are either coordinated with the Office of Special Events or hosted at the Kay Bailey Hutchison Convention Center Dallas. The report highlights the dates, location, and Council District for each event, and is attached for your convenience.

Should you have any questions, please contact Rosa Fleming, Director of Convention and Event Services at [rosa.fleming@dallas.gov](mailto:rosa.fleming@dallas.gov).

#### **Office of Procurement Services New Opportunities**

The Office of Procurement Services (OPS) is excited to announce the following new contract opportunities. More information can be found on the City's [electronic bid portal](#):

<b>Opportunity No.</b>	<b>Opportunity Name</b>
CIZ-DWU-24 055	Internal Repair of Large Concrete Water Main Pipes
BB24-00024227	Overhead, Bi-Fold and Commercial Door Parts and Services
BCZ24-00024185	Network Managed Services
BRZ24-00024193	DPD Property Evidence Manager System

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We are also pleased to share the latest, [Procurement Quarterly](#) listing citywide opportunities for the current quarter (of the fiscal year) and published on the OPS [website](#). The City of Dallas Office of Procurement Services will host in-person and virtual meetings to engage business and non-profit vendors with technical assistance regarding "Doing Business with the City of Dallas". For more information about the City of Dallas Office of Procurement Services or to schedule an appointment, please contact Angela Akins, at [Angela.akers@dallas.gov](mailto:Angela.akers@dallas.gov) or call 972.243.2127

Please be advised that once an opportunity is advertised, it is considered an open procurement until the City Council awards the contract. The Code of Ethics prohibits communication between councilmembers and vendors/ suppliers on open procurements. Should you have any questions, please contact Danielle Thompson, Director of Procurement Services at [Danielle.thompson@dallas.gov](mailto:Danielle.thompson@dallas.gov).

### **Office of Homeless Solutions Updates**

#### **R.E.A.L. Time Rehousing**

The R.E.A.L. Time Rehousing (RTR) team of homeless service providers, co-led by the Office of Homeless Solutions (OHS) and Housing Forward [has successfully rehoused 2,700 \(and counting\) unique individuals as of October 17, 2023](#). The City and its partners now have a new goal of housing 6,000 unique individuals by 2025 across the expanse of the metroplex.

#### **OHS Street Outreach Update**

Outreach is currently targeting several encampments, which will result in closure through the housing of those unsheltered individuals throughout the year via RTR. The team will outreach to these sites and meet with various persons experiencing homelessness to assess their needs in preparation for site closure via housing. During this time, the OHS Street Outreach Team will continue to engage with unsheltered residents through normal street outreach, connecting people with the needed resources, such as: getting IDs, working with Community Courts on expunging eligible tickets and offenses from their records, identifying medical needs, and getting them access to the Coordinated Access System (CAS). The RTR Community Dashboard is live and may be found [here](#).

Please see the attached schedule for homeless encampment cleaning the week of February 19 through February 23, 2024. Please note that these will be for debris removal and outreach only. All encampment cleaning requests are being resolved as time and weather allows and are subject to modification in response to special requests by City leadership.

#### **Give Responsibly Campaign Outreach Update**

The Office of Homeless Solutions and Code Compliance work together to promote the Give Responsibly Campaign (GRC). This initiative aims to prevent street charity and illegal solicitation in the community through education and engagement. While providing alternative solutions for our residents experiencing homelessness.

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The Office of Homeless Solutions Community Liaison and Code Compliance Neighborhood Code Representatives are partnering to visit businesses in hot spots across all districts. This joint effort aims to address issues related to homelessness and the adverse effects street charity and illegal solicitation have on the community. It will provide education on sustainably supporting those in need while ensuring a safer and more comfortable environment for businesses and their patrons. For more information on the GRC, to request GRC materials, or to request event/meeting presence, please reach contact the OHS Community Liaison, Marci Jackson, at [Marci.Jackson@dallas.gov](mailto:Marci.Jackson@dallas.gov).

### **H.A.R.T/eam Update**

The Homeless Action Response Team (H.A.R.T/eam) is led by the Office of Homeless Solutions (OHS) and encompasses four teams comprised of a core team of the following: Crisis Intervention Team (CIT), Dallas Animal Services (DAS), Dallas Marshals, and Code Compliance (Code). This team is supplemented by Parks and Recreation, Dallas Fire & Rescue, and Public Works as needed. The purpose of H.A.R.T/eam. is to provide a quick response to immediate safety concerns around homeless encampments and hot spots. To report a critical issue regarding an encampment or panhandling, please submit a service request to 311 or the OurDallas smartphone app. Should you have any questions, please contact H.A.R.T. Supervisor, Anthony Virgil, at [Anthony.Virgil@dallas.gov](mailto:Anthony.Virgil@dallas.gov).

The teams are assigned and respond to time-sensitive, critical issues received via 311 and via email which are defined as:

- Issues raised by City Leadership and members of City Council requests
- Issues presenting an immediate safety concern (the presence of firearms, uncontrolled fires, reports of threatening behavior)
- Any issues which would derail the normal street outreach service resolution process
- Panhandling

Please see the attached the H.A.R.T/eam's performance measures for the week of February 12 through February 17, 2024, and the H.A.R.T/eam's encampment resolution schedule for February 19 through February 23, 2024. OHS staff will also send individual H.A.R.T. encampment resolution reports bi-weekly to applicable Districts for a more comprehensive report out on the data outside of the TCB.

OHS continues to urge people who see an encampment to report it via 311 or 311's OurDallas smartphone app to ensure strategic alignment with comprehensive OHS outreach. The OHS Service Request dashboard can be utilized to track the progress of encampment resolution efforts. Please visit the [dashboard](#) and feel free to share this tool with residents. Should you have any questions, please contact Christine Crossley, Director of the Office of Homeless Solutions, at [Christine.Crossley@dallas.gov](mailto:Christine.Crossley@dallas.gov).

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### **Media Inquiries**


As of February 20, 2024, the Communications, Outreach, and Marketing (COM) Department has received various media inquiries available to view [here](#). Should you have any questions, please contact Jennifer Brown, Assistant Director (I) of Communications, Outreach and Marketing, at [jennifer.brown@dallas.gov](mailto:jennifer.brown@dallas.gov).

### **Dallas Fire-Rescue Media Inquiries**

The following storylines reference the major media inquiries addressed by Dallas Fire-Rescue (DFR) during the period dating from February 13<sup>th</sup> – 19<sup>th</sup>. A more detailed account of the department's responses to those inquiries, and others, can be viewed at [this link](#). Should you have any questions, please contact Fire Chief, Dominique Artis, at [dominique.artis@dallasfire.gov](mailto:dominique.artis@dallasfire.gov).

- Man Dies After Falling Onto Galleria Ice Rink from Upper Floor
- Funeral Service for DFR Member Who Recently Died Off-Duty
- Fire Station Destroyed by Tornado in 2019 Reopens

Should you have any questions or concerns, please contact Genesis D. Gavino, Chief of Staff.



T.C. Broadnax  
City Manager

c: Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager

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



**City of Dallas**

**Convention and Event Services  
Weekly Events Report  
February 23, 2024**

<b>Event Type</b>	<b>Name</b>	<b>Dates</b>	<b>Location</b>	<b>District</b>
Special Event	Free Food Distribution and Health Fair	2/23/2024	3751 Merrell Rd.	13
Special Event	Lunar Light: VIP Private Party	2/25/2024	5743 Lyndon B. Johnson Fwy.	11
Special Event	Lunar Light: Discovery	2/29/2024	5743 Lyndon B. Johnson Fwy.	11
Special Event	Rebel Athletic in Dallas (aka Rebel in Dallas)	3/1/2024	901 Main St.	14
Special Event	Dallas Observer The Morning After	3/2/2024	1500 Marilla St.	2
Special Event	Pleasant Grove Better Block Ext. #10	3/2/2024	2019 N. Masters Dr.	5
Special Event	Deep Ellum Outdoor Market #28	3/2/2024	100 - 199 N. Crowdus St.	2
Special Event	Temporary Helicopter Landing/Move Event in Sheraton Dallas	3/3/2024	400 Olive St.	14
Special Event	Adopt and Shop DFW	3/3/2024	3111 Throckmorton St.	14
Special Event	Mobile Blood Drive	3/5/2024	1500 Marilla St.	2
Special Event	Welcome Reception	3/6/2024	401 N. Harwood St.	14

**KBHCCD Schedule of Events**

KBHCC	Merck Oncology 1S 2024 – MR55359	2/26/2024	650 S. Akard St.	2
KBHCC	NCA All-Star National Championship	3/1/2024	650 S. Akard St.	2



**Encampment Resolution (Cleaning) Schedule  
February 19 – February 23, 2023**

<b>Location</b>	<b>District</b>
Bonnie View Rd	8
7726 Marvin D Love	3
7674 Marvin D Love	8
468 Trinity River Circle	1
1500 Edgefield	1
100 E Colorado	1
Coit & 635	11
3624 Tres Logos	9
Plano Rd & 635	9
1900 Ft Worth Ave	1
1930 Ft Worth Ave	1
8200 Walnut Hill	10

**H.A.R.T. Outreach and Advocacy  
February 12 – February 17, 2023**

<b>Performance Measure</b>	<b>Total</b>
Number of Service Request Closed within 10 days	11
Number of Service Request still open (pending closure)	10
Number of MCC's received for the week	16
Number of Locations Visited	38
Number of Individuals Engaged	53
Number of HMIS Entered	0
Number of Panhandlers Engaged	8

**H.A.R.T. Encampment Resolution (Cleaning) Schedule  
February 19 – February 24, 2023**

<b>Location</b>	<b>District</b>
None scheduled at this time. H.A.R.T. will address MCC's received, revisit area hotspots, and continue to engage individuals.	

# COMMUNITY CLEAN TRASHOFF!

**KEEPING OUR COMMUNITY CLEAN  
GET RID OF YOUR BULKY ITEMS FOR FREE**

**Saturday, March 9 | 7 a.m. to 11 a.m.**

**West Dallas Multipurpose Center | 2828 Fish Trap Road, Dallas, TX 75212**



✓ **Bulky Items:** furniture, rugs, mattresses, appliances, electronics, 10 tire limit. Not for commercial use.



✓ **Hazardous Waste:** batteries, water based paint only, oil, and antifreeze. Not for commercial use.



CODE  
COMPLIANCE

**For more information, call Code Compliance at 214-670-5708**

# ¡COMUNIDAD LIMPIA DE BASURA! MANTENIENDO LIMPIA NUESTRA COMUNIDAD

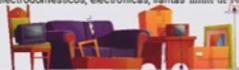
**DESHÁGASE DE SUS ARTÍCULOS VOLUMINOSOS DE FORMA GRATUITA**

**Sábado 9 Marzo | 7 a.m. to 11 a.m.** ←

West Dallas Multipurpose Center | 2828 Fish Trap Road, Dallas, TX 75212



✓ **Artículos voluminosos:** muebles, alfombras, colchones, electrodomésticos, electrónicas, llantas límite de 10 neumático.



✓ **Residuos peligrosos:** baterías, pintura a base de agua solamente, aceite, anticongelante. No para uso comercial.





# FREE TAX PREP

Families & Individuals Making Less Than \$64,000 Can Save Hundreds of Dollars on Tax Preparation Fees!



[www.dallastaxcenters.org](http://www.dallastaxcenters.org)

## Our IRS Certified Preparers are here to help you with:

- ◇ Current and prior year's federal tax returns
- ◇ Amendments to previously filed tax returns
- ◇ IRS letter queries
- ◇ ITIN applications and renewals
- ◇ Tax returns for Foreign Students & Non-Residents

## 2024 WALK-IN LOCATIONS:

### North Dallas Shared Ministries

2875 Merrell Rd.  
Dallas, TX 75229

#### HOURS:

(CLOSED MONDAY)  
TUES - FRI: 2:00 PM - 7:30 PM  
SAT: 9:00 AM - 2:00 PM

### Hampton-Illinois Branch Library

2951 S Hampton Rd.  
Dallas, TX 75224

#### HOURS:

(CLOSED MONDAY)  
TUES & THURS: 11:00 AM - 7:00 PM  
WED & FRI: 11:00 AM - 5:00 PM  
SAT: 9:00 AM - 2:00 PM

### Concord Church

6808 Pastor Bailey Dr.  
Dallas, TX 75237

#### HOURS:

MON & FRI: 1:00 PM - 6:00 PM  
TUES & THURS: 1:00 PM - 7:00 PM  
(CLOSED WEDNESDAY)  
SAT: 9:00 AM - 2:00 PM

### Fretz Park Branch Library

6990 Belt Line Rd.  
Dallas, TX 75254

#### HOURS:

MON & WED: 11:00 AM - 4:00 PM  
TUES & THURS: 11:00 AM - 7:00 PM  
(CLOSED FRIDAY)  
SAT: 9:00 AM - 2:00 PM

## BY APPOINTMENT ONLY, STARTING JANUARY 29:

### Dallas West Branch Library

2332 Singleton Blvd.  
Dallas, TX 75212

### Prairie Creek Branch Library

9609 Lake June Rd.  
Dallas, TX 75217

### Martin Luther King, Jr. Center

2922 Martin Luther King Jr Blvd.  
Dallas, TX 75215

## SCAN ME



BOOK YOUR APPOINTMENT: [www.dallastaxcenters.as.me/freetaxes](http://www.dallastaxcenters.as.me/freetaxes)

Additional mobile site locations will be available on our website

## WHAT TO BRING

For a quick and easy tax filing bring the following documents for **you, your spouse, and anyone you are claiming as a dependent.**

### IDENTIFICATION

- Current driver's license, state ID, passport, Green Card or Employment Authorization Card
- Birthdates for all household members

### SOCIAL SECURITY

- Social Security Card (or other official Social Security document with full SSN on it)
- ITIN cards/letters

### INCOME

- W-2 and 1099 forms for income, pensions or Social Security (1099-SA), or unemployment received
- Statements for prizes, scholarships/fellowships, or lottery/gambling winnings
- Last year's tax return (if available)

### MEDICAL

- 1095-A Marketplace Form (if applicable)
- Total all expenses plus bills/receipts for medicine and doctor's visits as backup

### EDUCATION

- 1098-T form for any college/trade school expenses paid

### MISCELLANEOUS

- IRS Letters, Year-end statement for childcare expenses, Property Tax Statement (if applicable)

### BANKING INFORMATION

- Checking and/or savings account information to have your refund directly deposited

To get the latest information:

Text FREETAXPREP to (855) 697-7088



(214) 370-9353





# PREPARACIÓN DE IMPUESTOS GRATIS

¡Las familias y personas que ganan menos de \$64,000 pueden ahorrar cientos de dólares en tarifas de preparación de impuestos!



[www.dallastaxcenters.org](http://www.dallastaxcenters.org)

## Nuestros preparadores certificados están aquí para ayudarlo con:

- ◊ Declaraciones de impuestos federales actuales y de años anteriores
- ◊ Modificaciones a su declaración de impuestos
- ◊ Ayuda para responder a cartas del IRS
- ◊ Solicitudes y renovaciones de ITIN

## UBICACIONES DEL AÑO 2024:

**North Dallas Shared Ministries**  
2875 Merrell Rd.  
Dallas, TX 75229

**HORARIO:**  
(CERRADO LUNES)  
MAR - VIER: 2:00 PM - 7:30 PM  
SÁBADO: 9:00 AM - 2:00 PM

**Hampton-Illinois Branch Library**  
2951 S Hampton Rd.  
Dallas, TX 75224

**HORARIO:**  
(CERRADO LUNES)  
MAR Y JUEV: 11:00 AM - 7:00 PM  
MÍER Y VIER: 11:00 AM - 5:00 PM  
SÁBADO: 9:00 AM - 2:00 PM

**Concord Church**  
6808 Pastor Bailey Dr.  
Dallas, TX 75237

**HORARIO:**  
LUN Y VIER: 1:00 PM - 6:00 PM  
MAR Y JUEV: 1:00 PM - 7:00 PM  
(CERRADO MÍERCOLES)  
SÁBADO: 9:00 AM - 2:00 PM

**Fretz Park Branch Library**  
6990 Belt Line Rd.  
Dallas, TX 75254

**HORARIO:**  
LUN Y MÍER: 11:00 AM - 4:00 PM  
MAR Y JUEV: 11:00 AM - 7:00 PM  
(CERRADO VIERNES)  
SÁBADO: 9:00 AM - 2:00 PM

## SOLO CON CITA PREVIA, A PARTIR DEL 29 DE ENERO:

**Dallas West Branch Library**  
2332 Singleton Blvd.  
Dallas, TX 75212

**Prairie Creek Branch Library**  
9609 Lake June Rd.  
Dallas, TX 75217

**Martin Luther King, Jr. Center**  
2922 Martin Luther King Jr Blvd.  
Dallas, TX 75215

## ESCANÉAME



RESERVE SU CITA: [www.dallastaxcenters.as.me/freetaxes](http://www.dallastaxcenters.as.me/freetaxes)

Ubicaciones adicionales de sitios móviles estarán disponibles en nuestro sitio web

## QUÉ DEBE TRAER

Para una declaración de impuestos rápida y fácil, traiga los siguientes documentos para **usted, su cónyuge y cualquier persona que esté reclamando como dependiente.**

### IDENTIFICACIÓN

- Licencia de conducir actual, identificación estatal, pasaporte, Green Card o tarjeta de autorización de empleo
- Fechas de nacimiento de todos los miembros del hogar

### SEGURO SOCIAL/ITIN

- Tarjeta de seguro Social (u otro documento oficial del Seguro Social con el SSN completo)
- Tarjetas/Cartas de ITIN

### INGRESOS

- Formularios W-2 y 1099 por ingresos, pensiones o Seguro Social, o desempleo recibido
- Declaraciones de premios, becas, o ganancias de lotería/apuestas
- Declaración de impuestos del año pasado (si está disponible)

### INFORMACIÓN MÉDICA

- 1095-Formulario del Mercado (si es aplicable)
- Suma de todos los gastos, facturas/recibos de medicamentos y visitas al médico

### EDUCACIÓN

- Formulario 1098-T para cualquier universidad/gastos de la escuela técnica

### FORMULARIOS MISCELÁNEOS

- Cartas del IRS, Declaración de fin de año para gastos de guardería, Declaración de impuestos sobre la propiedad (si corresponde)

### INFORMACIÓN BANCARIA

- Información de la cuenta de cheques y/o de ahorros para que su reembolso sea depositado directamente

Para obtener la información más reciente:

Envíe IMPUESTOS al (855) 697-7088



(214) 370-9353

