

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, OCTOBER 3, 2022

22-0012

SPECIAL CALLED GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT
COMMITTEE
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE
COUNCILMEMBER CARA MENDELSON, PRESIDING

PRESENT: [6] Mendelsohn, Willis, Atkins(**9:18 a.m.), *McGough, Ridley, West

ABSENT: [1] Bazaldua

The meeting was called to order at 9:06 a.m. with a quorum of the committee present.

The meeting agenda, posted in accordance with Chapter 551, "OPEN MEETINGS," of the Texas Government Code, was presented.

After all business properly brought before the committee had been considered, the meeting adjourned at 10:58 a.m.

Chair

ATTEST:

City Secretary Staff

Date Approved

The agenda is attached to the minutes of this meeting as EXHIBIT A.

The actions taken on each matter considered by the committee are attached to the minutes of this meeting as EXHIBIT B.

The briefing materials are attached to the minutes of this meeting as EXHIBIT C.

***Note: Members of the Committee participated in this meeting by video conference.**

**** Note: Indicates arrival time after meeting called to order/reconvened.**

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, OCTOBER 3, 2022

EXHIBIT A

RECEIVED

2022 SEP 30 AM 8: 23

CITY SECRETARY
DALLAS, TEXAS

City of Dallas

1500 Marilla Street,
Council Chambers, 6th Floor
Dallas, Texas 75201

Public Notice

220914

POSTED CITY SECRETARY
DALLAS, TX



**Government Performance and Financial
Management Committee**

October 3, 2022

9:00 AM

SPECIAL CALLED MEETING

General Information

The Dallas City Council regularly meets on Wednesdays beginning at 9:00 a.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council agenda meetings are broadcast live on WRR-FM radio (101.1 FM) and on Time Warner City Cable Channel 16. Briefing meetings are held the first and third Wednesdays of each month. Council agenda (voting) meetings are held on the second and fourth Wednesdays. Anyone wishing to speak at a meeting should sign up with the City Secretary's Office by calling (214) 670-3738 by 5:00 p.m. of the last regular business day preceding the meeting. Citizens can find out the name of their representative and their voting district by calling the City Secretary's Office.

Sign interpreters are available upon request with a 48-hour advance notice by calling (214) 670-5208 V/TDD. The City of Dallas is committed to compliance with the Americans with Disabilities Act. **The Council agenda is available in alternative formats upon request.**

If you have any questions about this agenda or comments or complaints about city services, call 311.

Rules of Courtesy

City Council meetings bring together citizens of many varied interests and ideas. To insure fairness and orderly meetings, the Council has adopted rules of courtesy which apply to all members of the Council, administrative staff, news media, citizens and visitors. These procedures provide:

- That no one shall delay or interrupt the proceedings, or refuse to obey the orders of the presiding officer.
- All persons should refrain from private conversation, eating, drinking and smoking while in the Council Chamber.
- Posters or placards must remain outside the Council Chamber.
- No cellular phones or audible beepers allowed in Council Chamber while City Council is in session.

"Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the City Council or while

Información General

El Ayuntamiento de la Ciudad de Dallas se reúne regularmente los miércoles en la Cámara del Ayuntamiento en el sexto piso de la Alcaldía, 1500 Marilla, a las 9 de la mañana. Las reuniones informativas se llevan a cabo el primer y tercer miércoles del mes. Estas audiencias se transmiten en vivo por la estación de radio WRR-FM 101.1 y por cablevisión en la estación *Time Warner City Cable* Canal 16. El Ayuntamiento Municipal se reúne en el segundo y cuarto miércoles del mes para tratar asuntos presentados de manera oficial en la agenda para su aprobación. Toda persona que desee hablar durante la asamblea del Ayuntamiento, debe inscribirse llamando a la Secretaría Municipal al teléfono (214) 670-3738, antes de las 5:00 pm del último día hábil anterior a la reunión. Para enterarse del nombre de su representante en el Ayuntamiento Municipal y el distrito donde usted puede votar, favor de llamar a la Secretaría Municipal.

Intérpretes para personas con impedimentos auditivos están disponibles si lo solicita con 48 horas de anticipación llamando al (214) 670-5208 (aparato auditivo V/TDD). La Ciudad de Dallas se esfuerza por cumplir con el decreto que protege a las personas con impedimentos, *Americans with Disabilities Act*. **La agenda del Ayuntamiento está disponible en formatos alternos si lo solicita.**

Si tiene preguntas sobre esta agenda, o si desea hacer comentarios o presentar quejas con respecto a servicios de la Ciudad, llame al 311.

Reglas de Cortesía

Las asambleas del Ayuntamiento Municipal reúnen a ciudadanos de diversos intereses e ideologías. Para asegurar la imparcialidad y el orden durante las asambleas, el Ayuntamiento ha adoptado ciertas reglas de cortesía que aplican a todos los miembros del Ayuntamiento, al personal administrativo, personal de los medios de comunicación, a los ciudadanos, y a visitantes. Estos reglamentos establecen lo siguiente:

- Ninguna persona retrasará o interrumpirá los procedimientos, o se negará a obedecer las órdenes del oficial que preside la asamblea.
- Todas las personas deben abstenerse de entablar conversaciones, comer, beber y fumar dentro de la cámara del Ayuntamiento.
- Anuncios y pancartas deben permanecer fuera de la cámara del Ayuntamiento.
- No se permite usar teléfonos celulares o enlaces electrónicos (*paggers*) audibles en la cámara del Ayuntamiento durante audiencias del Ayuntamiento Municipal

"Los ciudadanos y visitantes presentes durante las

attending the City Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session of the City Council. If the presiding officer fails to act, any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act." Section 3.3(c) of the City Council Rules of Procedure.

asambleas del Ayuntamiento Municipal deben de obedecer las mismas reglas de comportamiento, decoro y buena conducta que se aplican a los miembros del Ayuntamiento Municipal. Cualquier persona que haga comentarios impertinentes, utilice vocabulario obsceno o difamatorio, o que al dirigirse al Ayuntamiento lo haga en forma escandalosa, o si causa disturbio durante la asamblea del Ayuntamiento Municipal, será expulsada de la cámara si el oficial que este presidiendo la asamblea así lo ordena. Además, se le prohibirá continuar participando en la audiencia ante el Ayuntamiento Municipal. Si el oficial que preside la asamblea no toma acción, cualquier otro miembro del Ayuntamiento Municipal puede tomar medidas para hacer cumplir las reglas establecidas, y el voto afirmativo de la mayoría del Ayuntamiento Municipal precisara al oficial que este presidiendo la sesión a tomar acción." Según la sección 3.3 (c) de las reglas de procedimientos del Ayuntamiento.

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

"Pursuant to Section 46.03, Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon into any open meeting on this property."

"De conformidad con la Sección 46.03, Código Penal (coloca armas prohibidas), una persona no puede llevar un arma de fuego u otra arma a ninguna reunión abierta en esta propiedad."

2022 CITY COUNCIL APPOINTMENTS

COUNCIL COMMITTEE	
ECONOMIC DEVELOPMENT Atkins (C), Arnold (VC), McGough, Narvaez, Resendez, West, Willis	ENVIRONMENT AND SUSTAINABILITY Blackmon(C), Ridley (VC), Arnold, Bazaldua, Resendez, Schultz, West
GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT Mendelsohn (C), Willis (VC), Atkins, Bazaldua, McGough, Ridley, West	HOUSING AND HOMELESSNESS SOLUTIONS Thomas (C), Moreno (VC), Arnold, Blackmon, Mendelsohn, Ridley, Schultz
PUBLIC SAFETY McGough (C), Mendelsohn (VC), Atkins, Moreno, Resendez, Thomas, Willis	QUALITY OF LIFE, ARTS, AND CULTURE Bazaldua (C), West (VC), Arnold, Blackmon, Narvaez, Ridley, Thomas
TRANSPORTATION AND INFRASTRUCTURE Narvaez (C), Atkins (VC), Bazaldua, Mendelsohn, Moreno, Schultz, Willis	WORKFORCE, EDUCATION, AND EQUITY Schultz (C), Thomas (VC), Blackmon, McGough, Moreno, Narvaez, Resendez
AD HOC JUDICIAL NOMINATING COMMITTEE Resendez (C), Arnold, Bazaldua, Ridley, Thomas, West, Willis	AD HOC LEGISLATIVE AFFAIRS Atkins (C), McGough, Mendelsohn, Narvaez, Willis
AD HOC COMMITTEE ON PROFESSIONAL SPORTS RECRUITMENT AND RETENTION Johnson (C), Atkins, Bazaldua, Blackmon, Thomas	AD HOC COMMITTEE ON GENERAL INVESTIGATING & ETHICS Mendelsohn (C), Atkins, Blackmon, McGough, Schultz
AD HOC COMMITTEE ON ADMINISTRATIVE AFFAIRS Willis (C), McGough, Moreno, Schultz, West	

(C) – Chair, (VC) – Vice Chair

Note: A quorum of the Dallas City Council may attend this Council Committee meeting.

This Council Committee meeting will be held by videoconference and in the Council Chambers, 6th Floor at City Hall.

The public is encouraged to attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person following all current pandemic-related public health protocols.

The meeting will be broadcast live on Spectrum Cable Channel 95 and online at bit.ly/cityofdallastv

The public may also listen to the meeting as an attendee at the following videoconference link: <https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m734bb010c964f12afe68a408830fb1a4>

Call to Order

MINUTES

1. [22-401](#) Approval of the August 22, 2022 Government Performance and Financial Management Committee Meeting Minutes

Attachments: [Minutes](#)

BRIEFING ITEMS

- A. [22-1270](#) Development Services - Monthly Technology Update and Metrics Review
[Andrew Espinoza, Director, Development Services]

Attachments: [Presentation](#)

- B. [22-1606](#) Introduction to the Technology Accountability Report - IT Projects, Metrics, and Updates
[Bill Zielinski, Chief Information Officer, Information & Technology Services]

Attachments: [Presentation](#)

- C. [22-2221](#) Notice of Possible Eviction Ordinance No. 31521 - Current Status and Discussion
[Jack Ireland, Chief Financial Officer]

Attachments: [Memorandum](#)

- D. [22-1850](#) Office of the City Auditor Briefing on Internal Audit Reports Released Between August 13, 2022 and September 23, 2022, and the Recommended 2023 Annual Internal Audit Plan
[Mark Swann, City Auditor]

Attachments: [Presentation](#)
[FY23 Audit Plan](#)

- E. [22-2227](#) Application of Oncor Electric Delivery Company LLC for Authority to Change Rates
[Nikolaus Fehrenbach, Manager of Regulatory Affairs & Utility Franchise, Budget & Management Services]

Attachments: [Presentation](#)

BRIEFINGS BY MEMORANDUM

- F. [22-673](#) Budget Accountability Report (Information as of July 31, 2022)
[Budget & Management Services]

Attachments: [Report](#)

- G. [22-2185](#) Denton Central Appraisal District Revised 2023 Proposed Budget
[Budget & Management Services]

Attachments: [Memorandum](#)

- H. [22-2159](#) Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar
[Mayor & City Council]

Attachments: [Memorandum](#)

- I. [22-2195](#) Upcoming Agenda Item 22-2108 on the October 12, 2022 City Council Agenda - Emergency Medical Service Online and Offline Medical Director Services, Quality Management, and Clinical Practice Services
[Office of Procurement Services; Dallas Fire & Rescue]

Attachments: [Memorandum](#)

- J. [22-2095](#) GPFM Committee Forecast

Attachments: [Forecast](#)

ADJOURNMENT

EXECUTIVE SESSION NOTICE

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex Govt. Code §551.089]

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, OCTOBER 3, 2022

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

Item 1: Approval of the August 22, 2022 Government Performance and Financial Management Committee Meeting Minutes

Councilmember Willis moved to adopt the minutes as presented.

Motion seconded by Councilmember West and unanimously adopted. (Atkins absent when vote taken; Bazaldua absent.)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING ITEMS

Item A: Development Services - Monthly Technology Update and Metrics
 Review

The following individual briefed the committee on the item:

- Andrew Espinoza, Director, Development Services Department

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING ITEMS

Item B: Introduction to the Technology Accountability Report - IT Projects,
Metrics, and Updates

The following individuals briefed the committee on the item:

- William Zielinski, Chief Information Officer, Information & Technology Services; and
- Willow Sanchez, Assistant City Attorney, City Attorney's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING ITEMS

Item C: Notice of Possible Eviction Ordinance No. 31521 - Current Status
and Discussion

The committee discussed the item.

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING ITEMS

Item D: Office of the City Auditor Briefing on Internal Audit Reports Released Between August 13, 2022 and September 23, 2022, and the Recommended 2023 Annual Internal Audit Plan

The following individuals briefed the committee on the item:

- Mark Swann, City Auditor; and
- Daniel Genz, Principal Auditor, City Auditor's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING ITEMS

Item E: Application of Oncor Electric Delivery Company LLC for Authority
 to Change Rates

The following individuals briefed the committee on the item:

- Nikolaus Fehrenbach, Manager of Regulatory Affairs & Utility Franchise, Budget & Management Services

Councilmember Willis moved a recommendation to deny the rate increase to the city council.

Motion seconded by Councilmember Ridley and unanimously adopted. (Bazaldua absent)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

OCTOBER 3, 2022

BRIEFING BY MEMORANDUM

Item F: Budget Accountability Report (Information as of July 31, 2022)

Item G: Denton Central Appraisal District Revised 2023 Proposed Budget

Items H: Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar

Councilmember Ridley moved to forward Item H to the city council.

Motion seconded by Councilmember Atkins and unanimously adopted. (Bazaldua absent)

Item I: Upcoming Agenda Item 22-2108 on the October 12, 2022 City Council Agenda -
Emergency Medical Service Online and Offline Medical Director Services, Quality
Management, and Clinical Practice Services

Councilmember Ridley moved to forward Item I to the city council.

Motion seconded by Councilmember Atkins and unanimously adopted. (Bazaldua absent)

Item J: GPFM Committee Forecast

The committee discussed the item.

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, OCTOBER 3, 2022

EXHIBIT C



City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-1270

Item #: A.

Development Services - Monthly Technology Update and Metrics Review
[Andrew Espinoza, Director, Development Services]



City of Dallas

Development Services Monthly Technology Update and Metrics Review

**Government Performance &
Financial Management Committee
October 3, 2022**

Andrew Espinoza, Director/Chief Building Official
Development Services Department
City of Dallas

Presentation Overview



- Technology
- Residential Permit Metrics
- Performance Goals
- Recruitment and Onboarding
- Matrix Consulting Group Study Update
- Next Steps



Technology



- Transitioned from onsite to cloud based delivery
August 8th
 - File data transfer delays and went offline one weekend to perform transition
 - Community participants
 - City Staff training
 - Developer and Community Applicant
 - Saturday, Morning and Afternoon Sessions
 - Continue through September 10th., 2022



Technology (continued)



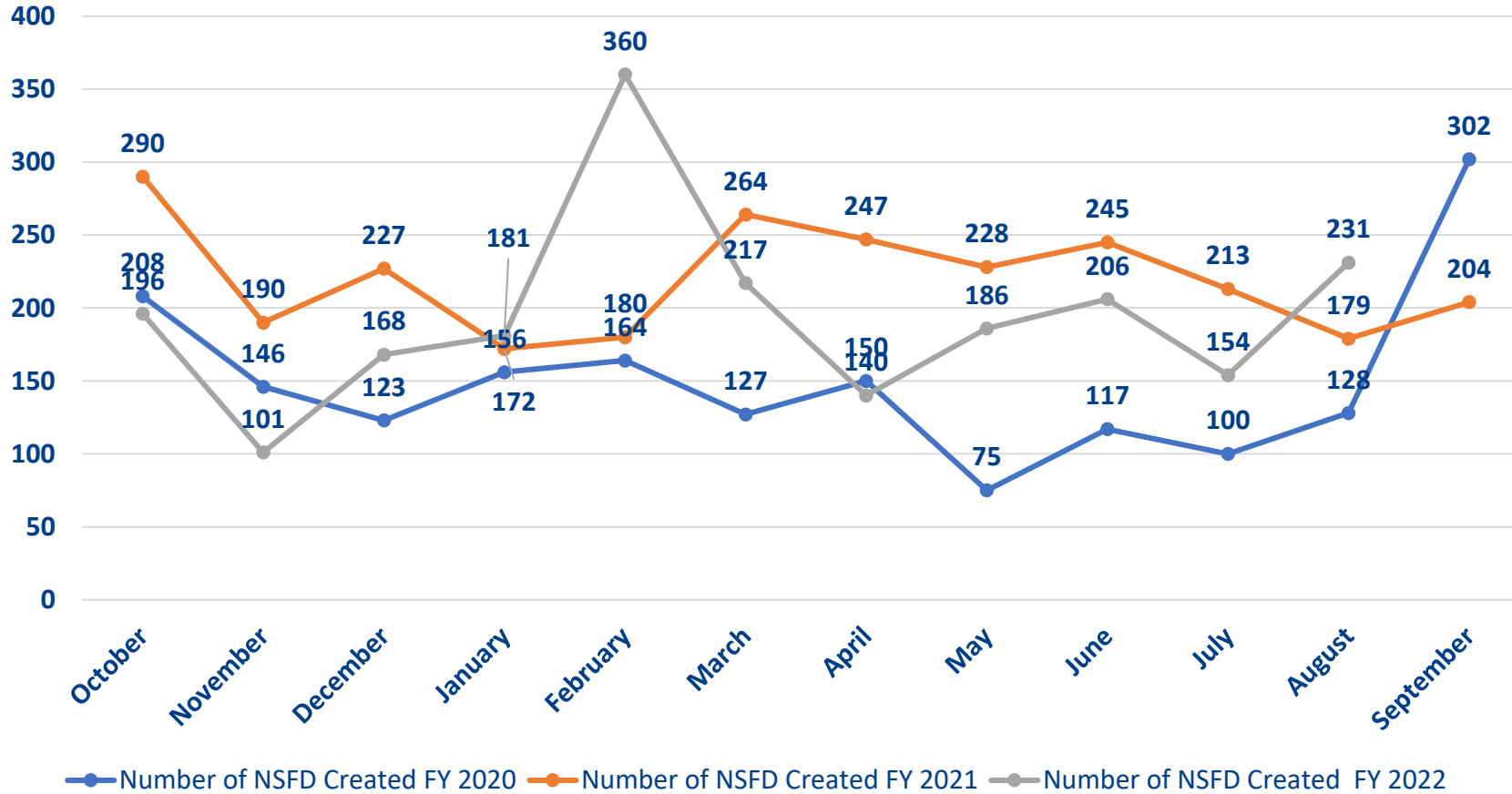
- Evaluating New Land Development Permitting Software
 - Statement of Work (SOW)
 - Completed by October 2022
- Implementing a Customer Queuing system for in person visitors
- Implementing a Customer Call Center software management resource



Residential Permit Volume



New Single Family Permits Created



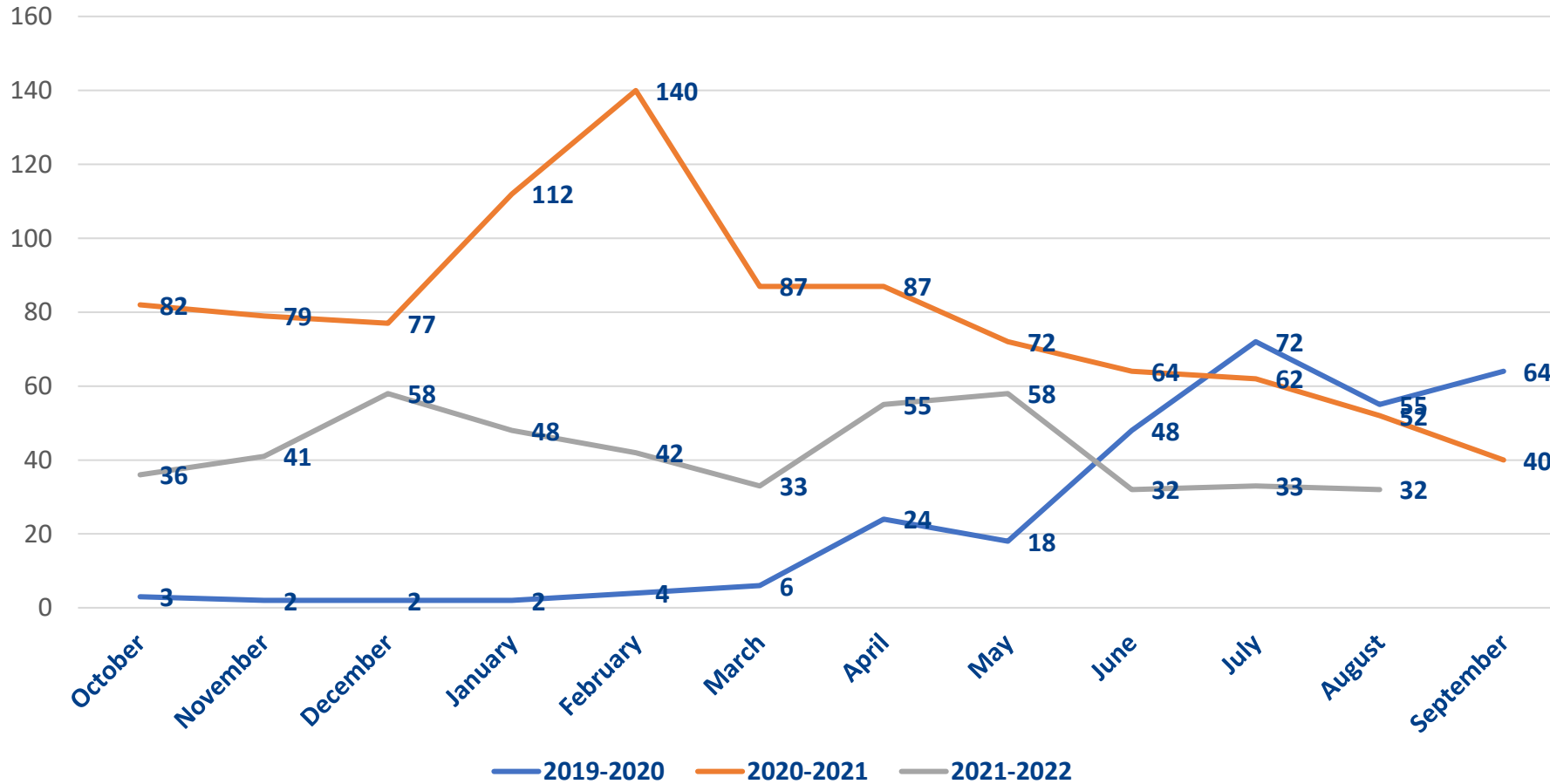
Number of residential single-family permits for the month were 231 which is a 50% increase from the previous month.



Residential Permit Average Turnaround



Residential New Single Family Permits-Average Days to Issue YTD Comparison



Number of days to issue a New Single Family perm decrease from 33 days from previous month to 32 days.



Performance Goals



- Department Monthly Report Card
- Established Department performance goals
- Data Analytics & Business Intelligence Dashboards
- Automate reports to proactively contact applicants with projects that have become inactive
- Monthly list of all permits processed/heat maps



Performance Goals (Continued)



Dallas Development Services Department Performance Goals FY2021-2022			2021			2022									
Metrics	Goal	FY20-21	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
# of Commercial Plan Review Submittals															
New Commercial/Additions	N/A	N/A	10	15	20	10	15	31	20	25	13	4			163
Commerical Remodels	N/A	N/A	176	191	133	131	142	167	148	151	120	103			1,462
Express Plan Review (Q-Team)	N/A	N/A	22	25	18	35	20	31	25	21	12	10			219
Average # of Days for Initial Review															
New Commercial/Remodels	15 Days	15 Days	11	14	13	14	14	14	13	15	15	11			13
Express Plan Review (Q-Team)	15 Days	15 Days	7	9	5	7	11	10	9	9	7	7			8
Average # of Days Commercial Re-Submitted Reviews															
New Commercial/Remodels	7 Days	7 Days	12	11	15	16	15	13	14	15	15	13			14
Express Plan Review (Q-Team)	15 Days	15 Days	7	10	7	8	6	7	8	8	7	1			7
# of Commercial Plan Review Re-Submittals															
All Commercial Projects	N/A	N/A	259	284	276	288	321	432	401	346	328	206			3,141
# of Third Party Commercial Plan Review															
New Commercial/Remodels	0	0	0	0	0	0	0	0	0	0	0	0			0
Average # of Days all Initial Reviews	0	0	0	0	0	0	0	0	0	0	0	0			0
Average # of Days all Re-Submitted Reviews	0	0	0	0	0	0	0	0	0	0	0	0			0
# of Residential Plan Review Submittals															
Residential New Homes	N/A	N/A	202	101	186	204	371	235	148	189	216	198			2,050
Residential Additions	N/A	N/A	86	63	77	74	158	149	59	85	109	118			978
Residential Remodels	N/A	N/A	537	413	487	389	433	641	565	535	588	516			5,104



Recruitment and Onboarding



- 54 additional positions added FY 2023
 - Residential, Zoning, Engineering and Customer Advocate Teams
- 1st. Hiring Event - July 26, 2022, partnered with HR, Civil Service, Code and Library
 - 159 Attendees, 166 interviews conducted
 - 33 offers were extended
 - 29 have been hired and onboarded
- 2nd. Hiring Event - October 18, 2022



Recruitment and Onboarding (Continued)



- Compensation Study (See Appendix)
 - Twenty-two key positions were evaluated
 - Difficulty in recruiting, turnover, vacancy rate, and feedback
 - Findings
 - DSD is competitive compared to surrounding City pay rates
 - Next steps is evaluated further with City HR and Compensation Departments
 - Certification Pay Program Incentive



Communication and Marketing



- Dallas Builders Association
- Asian American Contractors Professionals Association
- Regional Hispanic Contractors Association
- Texas Real Estate Commission
- Black Realtors Association
- American Institute of Architects
- Conceptual Development Restaurant Advisory Group
- Code Amendment Advisory Committee
- Dallas Regional Chamber Economic Development Council
- Downtown Dallas, Inc. Board of Governors
- Dallas Independent School District
- Development Advisory Group
- Neighborhood Community Meetings
- DSD Lunch and Learn Sessions



Matrix Consulting Group Study



- The Study was focused on an assessment of the Department key issues:
 - Technology Assessment
 - Staffing levels
 - Business workflows
 - Organizational recommendations
 - City Staff feedback
 - Brief EDC, GPFM Committees, and Council



Next Steps



- Specialized Plan Review Services (September 2022)
- Plan Review Software Update Completion (September 2022)
- Publish Matrix Consulting Group Study (September 2022)
- Matrix Committee Briefings (November 2022)



Next Steps



- Hiring Event (October 18, 2022)
- Implement Affordable Housing Team (October 2022)
- Implement 2nd Q-Team (Fall 2022)
- Customer Service/Call Center Queuing Systems (Spring 2023)
- Pop Up Permit Saturday (Continuous)





City of Dallas

Development Services Monthly Technology Update and Metrics Review

**Government Performance &
Financial Management Committee
October 3, 2022**

Andrew Espinoza, Director/Chief Building Official
Development Services Department
City of Dallas

Appendix: Compensation Review with Other Cities



Permit Technician/Clerk

City	Title	Min	Mid	Max
Arlington	Permit Technician	\$18,57	\$23,21	\$27,86
Frisco	Building Permit Tech	\$41,949	\$50,339	\$58,728
	Sr. Bldg Permit Tech	\$45,108	\$54,130	\$63,152
Allen	Permit Technician	\$34,563	\$42,340	\$50,118
Garland	Permit Technician	\$28,870	\$35,568	\$42,266
McKinney	Permit Technician	\$34,476	\$62,700	\$50,679
Ft. Worth	Admin. Technician	\$39,962	\$49,615	\$59,538
	Customer Service Rep I	\$29,481	\$36,851	\$44,221
	Customer Service Rep II	\$34,207	\$42,759	\$51,311
	Sr. Customer Service Rep	\$39,692	\$49,615	\$59,538
Dallas	Permit Clerk	<u>\$34,719</u>	<u>\$42,642</u>	<u>\$50,565</u>

Plans Examiner Series

	Title	Min	Mid	Max
Arlington	Plans Examiner	\$48,671	\$60,839	\$73,008
	Sr. Plans Examiner	\$54,621	\$68,276	\$81,930
Frisco	Plans Examiner Sup.	\$71,728	\$89,660	\$107,592
	Plans Examiner	\$49,694	\$59,633	\$69,571
	Sr. Plans Examiner	\$52,780	\$64,649	\$76,518
Allen	Plans Examiner Sup.	\$58,941	\$72,203	\$85,465
	Plans Examiner	\$46,317	\$56,740	\$67,163
	Sr. Plans Examiner	\$51,065	\$62,556	\$74,048
Garland	Plans Examiner I	\$43,098	\$55,702	\$68,307
	Plans Examiner II	\$46,176	\$59,883	\$73,590
McKinney	Plans Examiner	\$47,234	\$58,334	\$69,434
	Sr. Plans Examiner	\$49,437	\$60,561	\$71,684
	Chief Plans Examiner	\$57,698	\$72,123	\$86,547
Ft. Worth	Plans Examiner	\$46,055	\$57,569	\$69,083
	Sr. Plans Examiner	\$49,610	\$62,013	\$74,415
	Plans Examiner Sup.	\$58,851	\$76,506	\$94,162
Dallas	<u>Plans Examiner</u>	<u>\$45,175</u>	<u>\$56,468</u>	<u>\$67,762</u>
	<u>Sr. Plans Examiner</u>	<u>\$54,910</u>	<u>\$68,638</u>	<u>\$82,365</u>
	<u>Lead Plans Examiner</u>	<u>\$60,538</u>	<u>\$75,673</u>	<u>\$90,808</u>



Appendix: Compensation Review with Other Cities



Planner Series				
	Title	Min	Mid	Max
Arlington	Planner	\$48,671	\$60,839	\$73,008
	Sr. Planner	\$62,320	\$77,900	\$93,479
	Principal Planner	\$71,728	\$89,660	\$107,592
	Chief Planner	\$82,549	\$103,186	\$123,822
	Planning Manager	\$82,549	\$103,186	\$123,822
Frisco	Planner I	\$53,502	\$65,540	\$77,578
	Planner II	\$58,941	\$72,203	\$85,465
	Sr. Planner	\$64,964	\$79,582	\$94,199
	Principal Planner	\$71,617	\$87,731	\$103,845
Allen	Planner	\$51,065	\$62,556	\$74,048
	Sr. Planner	\$62,069	\$76,037	\$90,005
	Planning Manager	\$71,853	\$88,023	\$104,193
Garland	Development Planner	\$51,563	\$65,666	\$79,768
	Lead/Sr. Dev. Planner	\$57,574	\$74,859	\$92,144
McKinney	Planner I	\$54,646	\$67,488	\$80,330
	Planner II	\$60,036	\$75,046	\$90,055
	Principal Planner	\$72,521	\$90,652	\$108,782
Ft. Worth	Planner	\$53,843	\$69,996	\$86,149
	Sr. Planner	\$64,325	\$83,622	\$102,920
Dallas	Planner I	\$47,433	\$59,292	\$71,150
	Planner II	\$52,295	\$65,369	\$78,443
	Sr. Planner	\$66,744	\$83,429	\$100,115
	Chief Planner	\$77,264	\$96,580	\$115,896

Engineer Series				
	Title	Min	Mid	Max
Arlington	Civil Engineer	\$71,728	\$89,660	\$107,592
	Project Engineer	\$80,542	\$100,678	\$120,814
	Sr. Engineer	\$92,624	\$115,780	\$138,936
Frisco	Civil Engineer	\$77,003	\$100,104	\$123,205
	Sr. Civil Engineer	\$86,909	\$112,982	\$139,055
Allen	Civil Engineer	\$71,853	\$88,023	\$104,193
Garland	Graduate Engineer	\$55,016	\$70,013	\$85,010
	Civil Engineer	\$69,867	\$90,834	\$111,800
	Sr. Civil Engineer	\$77,563	\$100,838	\$124,134
McKinney	Civil Engineer I	\$76,271	\$93,432	\$110,592
	Civil Engineer II – Development	\$80,072	\$98,089	\$116,106
	Sr. Engineer I	\$82,834	\$101,427	\$120,019
Ft. Worth	Professional Engineer	\$70,308	\$91,400	\$112,492
	Sr. Professional Engineer	\$83,995	\$109,193	\$134,392
Dallas	Engineer I	\$77,264	\$96,580	\$115,896
	Engineer II	\$81,127	\$101,409	\$121,691
	Sr. Engineer	\$85,184	\$106,479	\$127,775



Appendix: Compensation Review with Other Cities



Fire Protection Engineering/Inspection

	Title	Min	Mid	Max
Arlington	Lead Fire Prevention Inspector	\$21.26	\$26.57	\$31.88
	Deputy Fire Marshal – Inspection	\$54,621	\$68,276	\$81,930
	Environmental Engineer	\$71,728	\$89,660	\$107,592
Frisco	Fire Protection Engineering Associate	\$60,385	\$73,972	\$87,558
	Sr. Fire Protection Engineer	\$86,909	\$112,982	\$139,055
Allen	Fire Prevention Specialist	\$84,927	\$88,465	\$92,151
McKinney	Graduate Fire Systems Engineer	\$60,036	\$75,046	\$90,055
Ft. Worth	None	-	-	-
Dallas	<u>Engineer Asst I – Fire Protection</u>	<u>\$57,656</u>	<u>\$72,070</u>	<u>\$86,483</u>
	<u>Fire Prevention Officer</u>	<u>\$81,928</u>	<u>\$87,070</u>	<u>\$92,211</u>
	<u>Sr. Fire Protection Officer</u>	<u>\$94,516</u>	<u>\$98,150</u>	<u>\$101,783</u>
	<u>Fire Prevention Lieutenant</u>	<u>\$104,328</u>	<u>\$108,339</u>	<u>\$112,350</u>
	<u>Fire Prevention Captain</u>	<u>\$115,159</u>	<u>\$119,586</u>	<u>\$124,013</u>

Technical Trade Inspections

	Title	Min	Mid	Max
Arlington	ROW Permit Inspector	\$16.67	\$20.83	\$25.00
	Residential Inspector	\$18.57	\$23.21	\$27.86
	Public Works Inspector	\$21.26	\$26.57	\$31.88
	Combination Inspector	\$21.26	\$26.57	\$31.88
	Sr. Inspector	\$48,671	\$60,839	\$73,008
	Inspections Supervisor	\$62,320	\$77,900	\$93,479
Frisco	Building Inspector	\$49,694	\$59,633	\$69,571
	Sr. Building Inspector	\$52,773	\$64,647	\$76,521
	Chief Building Inspector	\$58,941	\$72,203	\$85,465
Allen	Building Inspector	\$44,112	\$54,038	\$63,965
	Sr. Construction Inspector	\$51,065	\$62,556	\$74,048
Garland	Building Inspector I	\$40,290	\$51,896	\$63,523
	Building Inspector II	\$43,098	\$55,702	\$68,307
	Chief Building Inspector	\$46,176	\$59,883	\$73,590
McKinney	Building Inspector	\$47,235	\$58,335	\$69,434
	Sr. Building Inspector	\$51,488	\$63,588	\$75,687
	Chief Building Inspector	\$60,036	\$75,046	\$90,055
Ft. Worth	Combination Inspector	\$46,055	\$57,569	\$69,083
	Sr. Combination Inspector	\$49,610	\$62,013	\$74,415
	Dev. Inspection Specialist	\$49,610	\$62,013	\$74,415
	Dev. Inspection Supervisor	\$58,851	\$76,506	\$94,162
Dallas	<u>Inspector III</u>	<u>\$49,805</u>	<u>\$62,256</u>	<u>\$74,708</u>
	<u>Sr. Inspector</u>	<u>\$54,910</u>	<u>\$68,638</u>	<u>\$82,365</u>
	<u>Bldg inspection Manager</u>	<u>\$70,081</u>	<u>\$87,601</u>	<u>\$105,121</u>





City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-1606

Item #: B.

Introduction to the Technology Accountability Report - IT Projects, Metrics, and Updates
[Bill Zielinski, Chief Information Officer, Information & Technology Services]



City of Dallas

Technology Accountability Report Briefing

**Government Performance &
Financial Management
Committee**

October 3, 2022

Bill Zielinski
Chief Information Officer
Information and Technology Services

Presentation Overview



- Technology Accountability Report (TAR)
Purpose and Objectives
- IT Governance
- TAR Components:
 - Section 1: Budget, Procurement, & Staffing
 - Section 2: Cybersecurity
 - Section 3: IT Programs and Projects
 - Section 4: IT Operations Management
 - Section 5: IT Infrastructure



TAR Purpose



The purpose of the *Technology Accountability Report* (TAR) is to improve the **governance** of technology in the City of Dallas by tracking and measuring the performance of the City in purchasing, implementing, operating, and securing its technology in alignment with the City's priorities and service objectives.



TAR Objectives



The TAR seeks to achieve several critical business objectives for the City in its use of technology:

- Increase the effective use of technology to meet mission service objectives;
- Improve the delivery of technology solutions (on time, within budget, to the desired scope);
- Through the effective use of technology, reduce the technical, financial, and security risks the City faces;
- Ensure better alignment of technology resources to the City's strategic priorities and objectives;
- Increase transparency into the City's use of technology.



TAR Delivery



- The TAR will be produced monthly by the Information & Technology Services (ITS) Department;
- The TAR will be distributed via memo through the Government Performance & Financial Management (GPFM) committee;
- The TAR will provide information, updates, and performance metrics across key areas of IT delivery for the month most recently concluded and year-to-date;
- The information and metrics in the TAR will change through feedback received and as new areas for improvement identified.



IT Governance



“IT Governance is the set of processes that ensure the effective and efficient use of IT to enable an organization to achieve its goals.” – Gartner, Inc.

- The City of Dallas has an established IT Governance Board (ITGB) chaired by the CIO and comprised of the Deputy and Assistant City Managers, CFO, and Chief of Staff.
- The ITGB reviews the Technology Requests (TR) submitted by departments to ensure they are appropriately funded, align to the City’s strategic priorities and comply with all applicable policies and practices.



TAR Sec 1: Budget, Procurement, & Staffing



Section 1 of the TAR provides information on the execution of the IT budget, the management of technology procurements, and the management of IT Human Capital.

Core Elements:

- *IT Budget* – Revenue and Expense programs.
- *Procurement* – Information and status on pending and upcoming IT programs. Forecast for Council actions.
- *Staffing & Hiring* – Status of recruitment and hiring.

Key Measures:

- Timeliness of actions;
- Accuracy and quality of actions.



TAR Sec 2: Cybersecurity



Section 2 of the TAR provides information on the City's IT Security program and how it manages technology security risks.

Core Elements:

- *Awareness & Training* – Citywide programs for raising awareness and testing competency.
- *Situational Awareness* – Information regarding the current threat landscape.
- *Data Protections & Privacy* – Status of programs of improvements for protecting data and guarding privacy.

Key Measures:

- Program milestone completion;
- Program outcome results.



TAR Sec 3: IT Programs & Projects



Section 3 of the TAR provides information and status updates on the major IT programs and projects in the City.

Core Elements:

- *Project Pipeline* – Overarching information about the pending IT projects.
- *Major Program and Project Status Update* – Specific status reports on individual programs and projects underway.

Key Measures:

- On time;
- Within budget; and,
- To the project scope.



TAR Sec 4: IT Operations



Section 4 of the TAR provides information about the performance of IT operations.

Core Elements:

- *Outage Report* – Detailed information on the incidents and outages affecting the availability of systems and services.
- *Service Fulfillment* – Information about the delivery of requested services submitted to the IT organization.

Key Measures:

- Calculated availability of systems and services;
- Volume and duration of major outages;
- Timeliness of service fulfillment against established Service Level Agreements (SLA).



TAR Sec 5: IT Infrastructure



Section 5 of the TAR focuses 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.

Core Elements:

- *Network & Telecommunication Services*
- *Compute & Storage Infrastructure*
- *Data Center Operations*
- *Disaster Recovery & Business Continuity*

Key Measures:

- Program & Project milestone completion;
- Assessments of age and health of infrastructure.



TAR Next Steps



- The first TAR for the month ending August 31, 2022, will be distributed via memo on Friday, October 7, 2022.
- Formal feedback from Council is requested on the TAR for changes, additions, and/or amendments.
- CIO and ITS staff available for individual briefings.





City of Dallas

Technology Accountability Report Briefing

**Government Performance &
Financial Management
Committee**

October 3, 2022

Bill Zielinski
Chief Information Officer
Information and Technology Services



City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2221

Item #: C.

Notice of Possible Eviction Ordinance No. 31521 - Current Status and Discussion
[Jack Ireland, Chief Financial Officer]

Memorandum



CITY OF DALLAS

DATE September 30, 2022

Honorable Members of the Government Performance and Financial Management
TO Committee: Cara Mendelsohn (Chair), Gay Donnell Willis (Vice Chair), Tennell Atkins,
Adam Bazaldua, Adam McGough, Paul Ridley, Chad West

SUBJECT **Briefing Item C: Notice of Possible Eviction Ordinance No. 31521 – Current
Status and Discussion**

This item is being placed on the Government Performance and Financial Management (GPFM) Committee agenda on October 3 at the direction of Chairwoman Mendelsohn. Please be advised that the Workforce, Education, and Equity (WEE) Committee is scheduled to receive information about and discuss the COVID-19-related eviction ordinance at their monthly meeting on October 11.

As a reminder, the Ad-Hoc COVID-19 committee was disbanded after the April 28, 2022 meeting. During that meeting, a memo was provided detailing COVID-19 Eviction Mitigation, including background about the Notice of Possible Eviction Ordinance (Ordinance). The Ordinance, approved by the City Council on April 22, 2020 (attached), requires a communication period that allows tenants to cure delinquent rent prior to the issuance of a notice to vacate or filing for evictions.

The Ordinance is not permanent and expires on the later of the termination of the Governor's declared state of disaster due to the COVID-19 Pandemic or the Mayor's declared state of local disaster due to the COVID-19 Pandemic. Governor Abbott renewed the Declared State of Disaster on September 19, 2022, which extended the State Disaster Declaration for the next 30 days, or October 19, 2022.

GPFM comments and discussion regarding this item will be provided to the appropriate staff prior to the upcoming WEE committee meeting.


Jack Ireland
Chief Financial Officer

[Attachment]

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae 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
Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

ORDINANCE NO. 31521

An ordinance providing for a COVID notice of possible eviction by residential landlords before a notice to vacate a residential tenancy due to the COVID-19 pandemic; creating a COVID hardship notice for tenants; creating an offense; providing a penalty not to exceed \$500; and providing an effective date.

WHEREAS, on March 12, 2020, the Mayor of the City of Dallas issued a Declaration of Local Disaster that allows the city to take measures to reduce the possibility of exposures to COVID-19 and promote the health and safety of Dallas residents; and

WHEREAS, on March 13, 2020, Governor Abbott issued a declaration of State of Disaster to prepare for, respond to, and mitigate the spread of COVID-19 to protect the health and welfare of Texans; and

WHEREAS, the COVID-19 virus is contagious and spreads through person-to-person contact, especially in group settings; and

WHEREAS, on March 15, 2020, the Centers for Disease Control and Prevention (“CDC”) recommended the organizers (whether groups or individuals) cancel or postpone in-person events that consist of 50 people or more throughout the United States; and

WHEREAS, on March 16, 2020, President Trump acknowledged the gravity of the COVID-19 Pandemic, releasing strict guidelines to limit people’s interactions, including that Americans should avoid groups of more than 10 people; and

WHEREAS, on March 19, 2020, Governor Abbott issued Executive Order GA-08 Relating to COVID-19 Preparedness and Mitigation taking certain actions to minimize the exposure to COVID-19; and

WHEREAS, Mayor Eric Johnson has issued several emergency regulations to combat the spread of COVID-19 and obtain health information needed to identify the extent of COVID-19 infections and hospital bed, ICU and ventilator capabilities; and

WHEREAS, in order to comply with federal guidance, Governor Abbott's Executive Orders, and the City's Emergency Regulations, and to avoid person-to-person contact, individuals may be unable to work and may incur COVID-19 related expenses, which may impact a tenant's ability to pay rent, fees, or other charges associated with the tenant's lease; and

WHEREAS, County Judge Clay Jenkins has issued orders advising the Dallas County Justices of the Peace to suspend eviction hearings and writs of possession for a minimum of 60 days from April 8, 2020, to prevent renters from being displaced; and

WHEREAS, the Texas Supreme Court has issued orders delaying or suspending certain proceedings related to eviction lawsuits through April 30, 2020, and May 7, 2020; and

WHEREAS, it is found that if a landlord provides a COVID notice of possible eviction, a tenant will have an opportunity to cure overdue rent, fees, or other charges associated with the tenant's lease, or to negotiate a modification to the lease before the tenant loses housing, which will reduce person-to-person contact with individuals outside of the tenant's household; and

WHEREAS, it is found that establishing a notice provision prior to evicting residential tenants during the COVID-19 Pandemic, will enable landlords and tenants to work collaboratively to permit tenants to remain in their homes while at the same time ensuring that landlords will maintain a level of revenue that will permit them to continue to provide housing options for tenants is a matter of public health, safety, and welfare and serves the public purpose of safeguarding all City of Dallas residents from the detriments of the COVID-19 Pandemic; Now, Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. DEFINITIONS.

(1) COVID FINANCIAL IMPACT means a substantial decrease in household income for a residential tenant related to COVID-19, due to business closure, loss of compensable hours of work or wages, layoffs, or substantial out-of-pocket medical expenses. A financial impact is “related to COVID-19” if it is caused by the COVID-19 Pandemic or any governmental response to the COVID-19 Pandemic, including complying with any public health orders or recommended guidance related to COVID-19 from local, state, or federal governmental authorities.

(2) COVID HARDSHIP NOTICE means a written objectively verifiable notice a tenant may provide to the tenant’s landlord of the tenant’s COVID financial impact, in the form of an email, text, letter, or any other form of written communication, evidencing any loss of income or increase in expenses, and a statement from the tenant that the loss of income or increase in expenses is due to financial impacts related to COVID-19.

(3) COVID IMPACTED TENANT means a person, or a member of a person’s household, who is authorized by a lease to occupy residential property to the exclusion of others and suffers a COVID-19 financial impact and provides documentary proof to the tenant’s landlord to that effect.

(4) COVID NOTICE OF POSSIBLE EVICTION means a notice to precede the statutory notice to vacate described in Texas Property Code Section 24.005 that a residential landlord shall send to a residential tenant notifying the tenant of the landlord’s possible intent to evict for the tenant’s non-payment of rent during the COVID-19 Pandemic.

(5) LANDLORD means a person who rents residential real property to a tenant. This term also includes an owner’s agent.

(6) NOTICE TO VACATE means the statutory notice to vacate required by Texas Property Code Section 24.005 that must precede the filing of an eviction suit.

(7) PERSON means an individual, corporation, organization, government, governmental subdivision or agency, business trust, estate, trust, partnership, association, and any other legal entity, but does not include the city.

(8) TENANT means a person who rents a residential real property from a landlord.

SECTION 2. NOTICE REQUIREMENTS.

(a) If a residential tenant fails to pay rent during the COVID-19 declared state or local disaster, a landlord shall give the tenant a COVID notice of possible eviction that notifies the tenant of the tenant’s rent delinquency and provides the tenant the right to respond as described in Subsections (c) and (g)(5) below, which includes curing any delinquent payments, before giving a tenant a notice to vacate.

(b) If a COVID impacted tenant provides a COVID hardship notice to the landlord before receiving a COVID notice of possible eviction, and provides the objectively verifiable documentation described in Subsection (c) below, the landlord shall provide the tenant the right to respond as described in Subsection (g)(5) below, which includes curing any delinquent payments, before giving a tenant a notice to vacate. After receipt by the landlord, the notice and objectively verifiable documentation described in Subsection (c) will create a rebuttable presumption that a tenant is unable to pay the full rent due to financial impacts related to COVID-19.

(c) Within the minimum time period in Subsection (g)(5) below, the tenant shall provide the landlord with documentation or objectively verifiable information that the tenant is unable to pay rent due to a COVID-19 financial impact.

(d) If a landlord and tenant agree to the terms of a COVID-19 rental assistance program, and the tenant makes an application and is approved for participation in the COVID-19 rental assistance program, the landlord shall accept the program schedule for repayment and not take action on any eviction proceedings against the tenant instituted after the effective date of this ordinance, except for a breach of the lease other than due to a nonpayment of rent or fees, or as provided in Section 4 below. A landlord's acceptance can be shown either by delivery in writing by the landlord to the tenant, or by the tenant's receipt of notice from the COVID-19 rental assistance program of the landlord's agreement to participate in the COVID-19 rental assistance program on the tenant's behalf.

(e) If a tenant does not provide evidence of a COVID financial impact or a COVID hardship notice to the landlord, the landlord may pursue any enforcement action in accordance with state and local laws.

(f) If a tenant complies with Section 2(d) above, a landlord shall not send a notice to vacate except as provided for in Section 4 below.

(g) A COVID notice of possible eviction must be in writing substantially in the form attached to this ordinance as Exhibit A and include the following:

- (1) notice to the tenant of the tenant's rental delinquency with a request for a response from the tenant;
- (2) a statement that complies with Subsection (m);
- (3) a right for the COVID impacted tenant to respond, which includes curing any delinquent payments or providing a payment plan;
- (4) options for the tenant to resolve the rent delinquency, which may include:
 - (A) negotiating a payment plan directly with the landlord, and

(B) referring a tenant to submit an application for rental assistance to a COVID-19 rental assistance program such as that provided for in the City of Dallas which can be accessed at <https://dallascityhall.com/departments/housing-neighborhood-revitalization/Pages/default.aspx>; and

(5) the minimum time period of 21 days to respond.

(h) Except as provided in this section, a COVID notice of possible eviction must be delivered to a tenant in person or by mail at the premises in question. Notice in person may be by personal delivery to the tenant or any person residing at the premises who is 16 years of age or older or personal delivery to the premises and affixing the notice to the inside of the main entry door. Notice by mail may be by regular mail, by registered mail, or by certified mail, return receipt requested, to the premises in question.

(i) As an alternative to the procedures in Subsection (h), a landlord may deliver a COVID notice of possible eviction by securely affixing to the outside entrance of the main entry door a sealed envelope that contains the COVID notice of possible eviction and on which is written the tenant's name, address, and in all capital letters, the words "IMPORTANT DOCUMENT" or substantially similar language and, not later than 5:00 p.m. of the same day, depositing in the mail in the same county in which the premises in question is located a copy of the COVID notice of possible eviction to the tenant if:

(1) the premises has no mailbox and has a keyless bolting device, alarm system, or dangerous animal that prevents the landlord from entering the premises to affix the COVID notice of possible eviction to the inside of the main entry door; or

(2) the landlord reasonably believes that harm to any person would result from personal delivery to a tenant or a person residing at the premises or from personal delivery to the premises by affixing the COVID notice of possible eviction to the inside of the main entry door.

(j) A COVID notice of possible eviction is considered delivered under Subsection (i) on the date the envelope is affixed to the outside of the door and is deposited in the mail, regardless of the date the COVID notice of possible eviction is received.

(k) A COVID impacted tenant who responds to a COVID notice of possible eviction within the time period described in Subsection (g)(5) has 60 days from the date of receipt of the COVID notice of possible eviction to enter a payment plan, apply for rental assistance, or make other plans for curing delinquent rent.

(l) A COVID impacted tenant who provides the tenant's landlord with a COVID hardship notice before the landlord sending a COVID notice of possible eviction, has 60 days from the date of sending the COVID hardship notice to enter a payment plan, apply for rental assistance, or make other plans for curing delinquent rent.

(m) The statement described in Subsection (g) must:

(1) be in 16-point font, bold typeface, and underlined;

31521

(2) be placed at the top of the first page of the COVID notice of possible eviction in English and Spanish; and

(3) include the following text:

“THIS NOTICE IS TO PROVIDE YOU WITH AN OPPORTUNITY TO PAY DELINQUENT RENTS INCURRED WHILE THERE IS A STATE OF DISASTER BECAUSE OF THE COVID-19 PANDEMIC TO AVOID EVICTION. YOU DO NOT HAVE TO MOVE WHEN YOU GET THIS NOTICE BUT YOU MAY HAVE TO MOVE IF YOU AND YOUR LANDLORD DO NOT WORK OUT AN AGREEMENT REGARDING THE PAYMENT OF DELINQUENT RENT. THIS NOTICE DOES NOT EXCUSE YOUR OBLIGATION TO PAY AND YOU CAN BE EVICTED IF YOU FAIL TO PAY AS REQUIRED UNDER THE LEASE. YOU ARE REQUESTED TO DISCUSS THIS NOTICE WITH YOUR LANDLORD AS SOON AS POSSIBLE BUT NO LATER THAN 21 DAYS FROM WHEN YOU RECEIVE THIS NOTICE.”

(n) A notice to vacate that is given before the expiration of the time periods provided in Subsections (g)(5), (k), or (l) of this section has no legal effect.

SECTION 3. NO EXCUSE FROM THE PAYMENT OF RENT OR FEES.

Nothing in this ordinance should be construed as relieving a tenant from the requirement to pay rent or fees under a lease.

SECTION 4. EVICTIONS DUE TO BREACHES OF THE LEASE OTHER THAN NONPAYMENT OF RENT OR FEES; IMMINENT THREAT OF PHYSICAL HARM; OR CRIMINAL ACTIVITY.

The requirement to send a COVID notice of possible eviction does not apply to the case where a landlord initiates eviction proceedings against a tenant, members of the tenant’s household, or guests who (1) breach the terms of the lease other than due to nonpayment of rent or fees; (2) pose an imminent threat of physical harm to any person, including children and elders within the same household as well as the landlord’s employees or management representatives; or (3) engage in any criminal activity including abatable crime and squatting, and the reason is stated in the notice to vacate as the grounds for the eviction.

SECTION 5. VOLUNTARY MEDIATION.

The city encourages landlords and tenants to utilize mediation to attempt to resolve disputes that may arise between them that they cannot resolve themselves. Mediation is a process where an impartial mediator facilitates a settlement conference between the parties so that they can discuss ways to resolve their differences. This section does not impose a mandatory requirement that landlords and tenants participate in mediation. However, landlords and tenants are encouraged to utilize mediation as a potential means to resolve their disputes while this ordinance is in effect. Landlords and tenants should take advantage of no cost or low-cost mediators to help reduce costs to both the landlord and the tenant.

SECTION 6. OFFENSE AND PENALTY.

(a) A person who knows of facts that provide a tenant with an affirmative defense to eviction under this ordinance, and who nonetheless in bad faith endeavors to evict a tenant commits an offense punishable by a fine not to exceed \$500.

(b) It is a defense to prosecution that a landlord or property owner initiates eviction proceedings for any tenant, members of the tenant’s household, or guests if they pose an imminent threat of (1) physical harm to any person, including children and elders within the same household as well as the landlord’s employees, or management representatives or (2) any criminal activity including abatable crime and squatting.

SECTION 7. EXPIRATION.

This ordinance expires on the later of the termination of the Governor’s declared state of disaster due to the COVID-19 Pandemic or the Mayor’s declared state of local disaster due to the COVID-19 Pandemic.

SECTION 8. SAVINGS.

That any notice given or act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced on or after the effective date of this ordinance or before the amendment or repeal of this ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of this ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if this ordinance, should it be amended or repealed, or part thereof, had remained in force.

SECTION 9. EFFECTIVE DATE.

That this ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so ordained and shall not apply to any eviction proceedings instituted prior to the effective date of this ordinance, including any notice to vacate given prior to the effective date of this ordinance.

APPROVED AS TO FORM:

CHRISTOPHER J. CASO, City Attorney

By 
Assistant City Attorney

Passed APR 22 2020

31521
Exhibit A

COVID NOTICE OF POSSIBLE EVICTION

THIS NOTICE IS TO PROVIDE YOU WITH AN OPPORTUNITY TO PAY DELINQUENT RENTS INCURRED WHILE THERE IS A STATE OF DISASTER BECAUSE OF THE COVID-19 PANDEMIC TO AVOID EVICTION. YOU DO NOT HAVE TO MOVE WHEN YOU GET THIS NOTICE BUT YOU MAY HAVE TO MOVE IF YOU AND YOUR LANDLORD DO NOT WORK OUT AN AGREEMENT REGARDING THE PAYMENT OF DELINQUENT RENT. THIS NOTICE DOES NOT EXCUSE YOUR OBLIGATION TO PAY AND YOU CAN BE EVICTED IF YOU FAIL TO PAY AS REQUIRED UNDER THE LEASE. YOU ARE REQUESTED TO DISCUSS THIS NOTICE WITH YOUR LANDLORD AS SOON AS POSSIBLE BUT NO LATER THAN 21 DAYS FROM WHEN YOU RECEIVE THIS NOTICE.

You are in default for not paying your rent as required in your lease.

You should contact your landlord and immediately attempt to work out a payment plan or lease modification in order to stay in your residence. If you have not responded within 21 days of this notice, Landlord can proceed with a Notice to vacate and file an eviction proceeding to remove the residents from the subject property.

If you are in default because of financial hardship caused by COVID-19, and you can provide verifiable documentation to your landlord, your response to this notice could give you up to 60 days before an eviction will be filed. However, you are responsible for full payment of all rents through this time unless and until you negotiate a binding agreement with your landlord.

You may also apply for rental assistance to help you pay the required rent from any local, state, federal, or nonprofit organization who may be offering assistance during this COVID-19 pandemic and beyond.

Please note that the landlord may still institute eviction proceedings immediately if you, members of your household or guests pose an immediate threat or physical harm to any person or engage in criminal activity.

Please do not ignore this notice as your failure to respond may result in the landlord sending a Notice to Vacate requesting you to vacate the premises, followed by a judicial action before the Justice of the Peace to evict you.

31521

200647

This notice was served by: (check one):

mail

hand delivery to a person over 16 years of age answering the door

affixing the notice to the inside of the main entry door

affixing the notice to the outside of the main entry door and mailing notice

On _____ (date) by _____ (signature of person delivering notice).

Witness: _____ (signature of person witnessing delivery).

200647



PROOF OF PUBLICATION – LEGAL ADVERTISING

The legal advertisement required for the noted ordinance was published in the Dallas Morning News, the official newspaper of the city, as required by law, and the Dallas City Charter, Chapter XVIII, Section 7.

DATE ADOPTED BY CITY COUNCIL APR 22 2020

ORDINANCE NUMBER 31521

DATE PUBLISHED APR 25 2020

ATTESTED BY:

A handwritten signature in black ink, appearing to be "R. G. ...", is written over a horizontal line. The signature is stylized and cursive.



Agenda Information Sheet

File #: 20-802

Item #: 45.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: April 22, 2020

COUNCIL DISTRICT(S): All

DEPARTMENT: Mayor and City Council Office

EXECUTIVE: Kimberly Bizer Tolbert

SUBJECT

An ordinance **(1)** providing for a COVID notice of possible eviction by residential landlords before a notice to vacate a residential tenancy due to the COVID-19 pandemic; **(2)** creating a COVID hardship notice for tenants; **(3)** creating an offense; **(4)** providing a penalty not to exceed \$500.00; and **(5)** providing an effective date - Financing: No cost consideration to the City

BACKGROUND

The coronavirus, referred to as COVID-19, is a highly contagious virus that spreads from person to person, especially in group settings.

The Mayor of the City of Dallas issued a Declaration of Local Disaster on March 12, 2020. The Declaration allows the City to take necessary measures to reduce the possibility of exposures to COVID-19 and promote the health and safety of Dallas residents. On March 13, 2020, Governor Greg Abbott issued a declaration of State of Disaster to prepare for, respond to, and mitigate the spread of COVID-19 to protect the health and welfare of Texans.

Several emergency regulations to combat the spread of COVID-19 and minimize exposure have been issued since the first official emergency declarations. To comply with federal guidance, individuals may be unable to work and may incur COVID-19 related expenses, which may impact a tenant's ability to pay rent, fees, or other associated charges.

Dallas County Judge Clay Jenkins issued orders advising Dallas County Justices of the Peace to suspend eviction hearings and writs of possession for a minimum of 60 days beginning April 8, 2020. The Texas Supreme Court issued orders delaying or suspending certain proceedings related to eviction lawsuits through April 30, 2020 and May 7, 2020.

If a landlord provides sufficient notice of possible eviction, a tenant will have the time that may enable the tenant to cure overdue rent, fees, or other charges associated with the tenant's lease, or to negotiate a modification to the lease before the tenant loses housing. This would also serve to

reduce person-to-person contact with individuals outside of the tenant's household.

Establishing a notice provision prior to evicting residential tenants during the COVID-19 Pandemic will enable landlords and tenants to work collaboratively to permit tenants to remain in their homes. This is in consideration while at the same time ensuring landlords maintain a level of revenue that will permit them to continue to provide housing options for tenants.

Under the proposed Ordinance, a residential landlord will be required to provide a COVID Notice of Possible Eviction (COVID Notice) that informs the tenant of the option to seek rental assistance and provides time for the negotiation of lease payment agreements prior to initiating the eviction process via a Notice to Vacate. The Ordinance requires that the tenant respond to the COVID Notice no later than 21 days from receipt.

The Ordinance delays eviction for 60 days if a tenant has experienced a financial hardship due to the COVID-19 disaster and encourages negotiation between the landlord and tenant to create a lease payment plan, modification, or other options.

The Ordinance excludes any delays of eviction when there is a breach of the lease other than nonpayment of rent or fees or evidence of abatable criminal activity and establishes a specific termination period of the ordinance to expire the later of the termination of the Governor's declared state of disaster due to the COVID-19 Pandemic or the Mayor's declared state of local disaster due to the COVID-19 Pandemic.

The Ordinance applies only to evictions related to residential properties and does not excuse the tenant of any requirement to pay rent or fees under a lease, but encourages the parties to collaborate on a workable solution.

The Ordinance creates an offense not to exceed \$500.00 when a person who knows of facts that provide a tenant with an affirmative defense to eviction under this ordinance, and who nonetheless in bad faith endeavors to evict a tenant.

The purpose of the Ordinance is to address matters of public health, safety, and welfare and serves the public purpose of safeguarding all City of Dallas residents from the detriments of the COVID-19 Pandemic.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 1, 2020, the Dallas City Council considered a previous notice of eviction proposal and the matter was referred to the Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance.

The Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance was briefed on the proposed COVID Landlord-Tenant Notice Ordinance on April 9, 2020.

On April 16, 2020, the Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance unanimously voted to refer the proposed COVID Landlord-Tenant Notice Ordinance to the full Council for consideration.

FISCAL INFORMATION

No cost consideration to the City.

Memorandum



CITY OF DALLAS

DATE April 17, 2020

TO Honorable Mayor Eric Johnson

SUBJECT **Recommendation of the Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance on the COVID Landlord-Tenant Notice Ordinance**

The Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance (Ad Hoc Committee) unanimously voted in favor of the attached COVID Landlord-Tenant Notice Ordinance and recommended full review by the City Council at the upcoming April 22, 2020 Council Agenda Meeting.

As Chairman of the Ad Hoc Committee, I want to express my sincerest appreciation for the opportunity to brief this policy item through the Committee's review process. The original ordinance was fatally flawed, but through the great work of many coming together, we made great progress in a short amount of time. Thank you for your willingness to shepherd this process and for your leadership during this time. We respectfully request you to place the item on the April 22, 2020 agenda per the Committee's recommendation and in your authority as Mayor.

I am grateful for the work of my fellow Committee members, my City Council colleagues, our city attorney's office, and the large number of external stakeholders who offered their expertise and feedback on such a rapid timeline. Within two weeks, the Committee briefed the proposed amendment, solicited public input, and synthesized feedback to produce the draft COVID Landlord-Tenant Notice Ordinance attached. There remain legal issues with this ordinance. However, we are weighing the unique circumstances of this pandemic, and we have made every effort to narrowly tailor our response to give the city the greatest chance of positive impact while limiting unintended consequences. We may need to re-visit this ordinance as a council depending on the length of our disaster declaration.

Reflective of the will of the body, it is the intent that this ordinance provides protections to help neighbors remain housed during this unprecedented pandemic while also incentivizing the payment of rent, good-faith collaboration between tenants and landlords, and preservation of public safety for all. It is my hope that we will continue to see tenants and landlords working together beyond this crisis, and that Dallas will continue to be a city that advocates for the best interest of all.

Highlights of the Ordinance include:

- Landlords must issue a COVID Notice of Possible Eviction that informs tenants of options to seek rental assistance, and provide additional time for the negotiation of lease payment agreements prior to initiating the eviction process via a Notice to Vacate. Tenants must respond no later than 21 days from receipt. Notice language is provided for landlords in English and Spanish;
- Delays eviction for 60 days if a tenant has experienced a financial hardship due to the COVID disaster and encourages negotiation between the landlord and tenant to create a lease payment plan, modification or other options;

DATE April 17, 2020
SUBJECT **SUBJECT**

- Excludes **any** delays of eviction when there is evidence of abatable criminal activity;
- Establishes a specific termination period of the ordinance to end with the COVID disaster declaration;
- Applies only to evictions related to residential properties.
- Does not excuse the tenant of any requirement to pay rent or fees under a lease but encourages the parties to collaborate on a workable solution.

We believe many landlords and tenants across our great city are already doing the right thing, working with each other, and coming together for the greater good during this time. In Dallas, we remain a city seeking to serve each other and #LoveYourNeighbor.

We remain committed to a transparent and comprehensive process as this policy undergoes further consideration and as we seek to uphold the safety, health and welfare for all living and doing business in the City of Dallas.

Sincerely,



B. Adam McGough
Chairman, Ad Hoc Committee on COVID-19 Human and Social Recovery and Assistance

Attachments: COVID Landlord Tenant Notice Ordinance & Exhibit

c: Honorable Members of the City Council
Chris Caso, City Attorney
T.C. Broadnax, City Manager

Kimberly Bizer Tolbert, Chief of Staff to the City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion



City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-1850

Item #: D.

Office of the City Auditor Briefing on Internal Audit Reports Released Between August 13, 2022 and September 23, 2022, and the Recommended 2023 Annual Internal Audit Plan
[Mark Swann, City Auditor]

Office of the City Auditor

Fiscal Year 2022 Auditor Briefing Update

Reports Released between August 13,
2022, and September 23, 2022

October 3, 2022
Mark S. Swann, City Auditor

Government Performance & Financial Management Committee





Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget for the City of Dallas

September 2, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

Omar Narvaez

Council Members

Tennell Atkins

Adam Bazaldua

Paula Blackmon

B. Adam McGough

Cara Mendelsohn

Jesse Moreno

Jaime Resendez

Paul E. Ridley

Jaynie Schultz

Casey Thomas, II

Chad West

Gay Donnell Willis



Reports Issued – September 2, 2022

Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget

(Slide 1 of 2)

Objective:

The audit objective was to determine whether the City of Dallas has effective processes to ensure reasonable proposed budget revenues are included in the City Manager's *Fiscal Year 2022-23 Proposed Annual Budget*.

What We Found:

The City of Dallas has effective processes to ensure reasonable proposed budget revenues are included in the Fiscal Year 2022-23 Proposed Annual Budget. Further, the revenue forecast methodologies and material assumptions used in developing the proposed budget revenues are reasonable and adequately supported.

Reports Issued – September 2, 2022

Special Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget (Slide 2 of 2)

Revenue Sources	Fiscal Year 2021-22 Amended Budget	Fiscal Year 2021-22 Forecast Revenues	Fiscal Year 2022-23 Proposed Revenues
General Fund			
Ad Valorem Taxes	\$876,483,968	\$878,183,053	\$961,430,663
Sales Tax	\$364,294,064	\$375,544,901	\$417,232,383
Franchise Fees	\$85,146,984	\$88,483,000	\$94,959,000
Enterprise Fund			
Water Utilities	\$713,732,650	\$728,366,934	\$755,226,160
Aviation - Concessions & Rentals	\$111,964,255	\$114,490,609	\$119,476,874
Sanitation Services	\$137,982,207	\$142,821,367	\$145,369,518
Convention and Event Services - Hotel Occupancy Tax	\$58,310,171	\$58,171,205	\$66,453,873
Storm Water Fees	\$69,314,586	\$69,314,586	\$72,433,742
Debt Service			
Ad Valorem Taxes	\$321,279,574	\$322,203,314	\$365,643,492
Revenue Sources Reviewed	\$2,738,508,459	\$2,777,578,969	\$2,998,225,705
Revenue Sources Not Included	\$777,283,348	\$804,469,241	\$847,580,241
Total Revenues	\$3,515,791,807	\$3,582,048,210	\$3,845,805,946

Source: Fiscal Year 2022-23 Proposed Annual Budget (Unaudited)



Independent Report on Agreed-Upon Procedures
for: Attestation Engagement for the Department of
Dallas Water Utilities Construction Project
Procurement – Elm Fork Water Treatment Plant
Filter Complex Phase 1 – CIZ-DWU-22 051

September 8, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

Omar Narvaez

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Reports Issued – September 8, 2022

Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – Agreed Upon Procedures

Objective:

The objective of the agreed-upon procedures attestation engagement was solely to assist the City of Dallas City Council in evaluating the Department of Dallas Water Utilities' and Office of Procurement Services' compliance with Administrative Directive 4-05, [Contracting Standards and Procedures](#), relevant State of Texas statutes, and City of Dallas contracting and delivery procedures.

What We Found

No exceptions were found for the 17 Agreed-Upon procedures.



Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

August 29, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

Omar Narvaez

Council Members

Tennell Atkins

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Casey Thomas, II

Chad West

Gay Donnell Willis

Reports Issued – August 29, 2022

Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

(Slide 1 of 5)

Objective and Scope:

The objectives of this audit were to determine whether:

- (1) Owners of aggressive and dangerous dogs comply with requirements.
- (2) Internal controls are in place to ensure dangerous and aggressive dogs investigations comply with management's expectations and Dallas City Code.
- (3) The determination of dangerous and aggressive dogs is efficient and effective.

The scope included October 1, 2019, to September 30, 2021.

Reports Issued – August 29, 2022

Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

(Slide 2 of 5)

What We Found:

The aggressive dog program is not effective because the City cannot ensure owners comply with its requirements, in part due to the current language in [Dallas City Code, Chapter 7, Animals](#).

Dallas Animal Services has robust procedures for the dangerous and aggressive dog determination and investigation process. However, the procedures take time, and delays can occur.

Management provided action plans for all five recommendations (100 percent).

Reports Issued – August 29, 2022

Audit of Dangerous and Aggressive Dogs Investigation and Determination Process – Recommendations Accepted

(Slide 3 of 5)

A.1: Recommend the City Council consider technical revisions to *Dallas City Code, Chapter 7, Animals, Article V-a. Aggressive Dogs* include:

- In Section 7-5.15, describe how the noncompliance hearings will be held or remove the words “Noncompliance Hearing,” from the title of the section.
- In Section 7-5.16 (c), change the responsible party to the Municipal Court.

A.2: Develop formal policies and procedures for ensuring owners comply with the requirements for owning dangerous and aggressive dogs.

Reports Issued – August 29, 2022

Audit of Dangerous and Aggressive Dogs Investigation and Determination Process – Recommendations Accepted

(Slide 4 of 5)

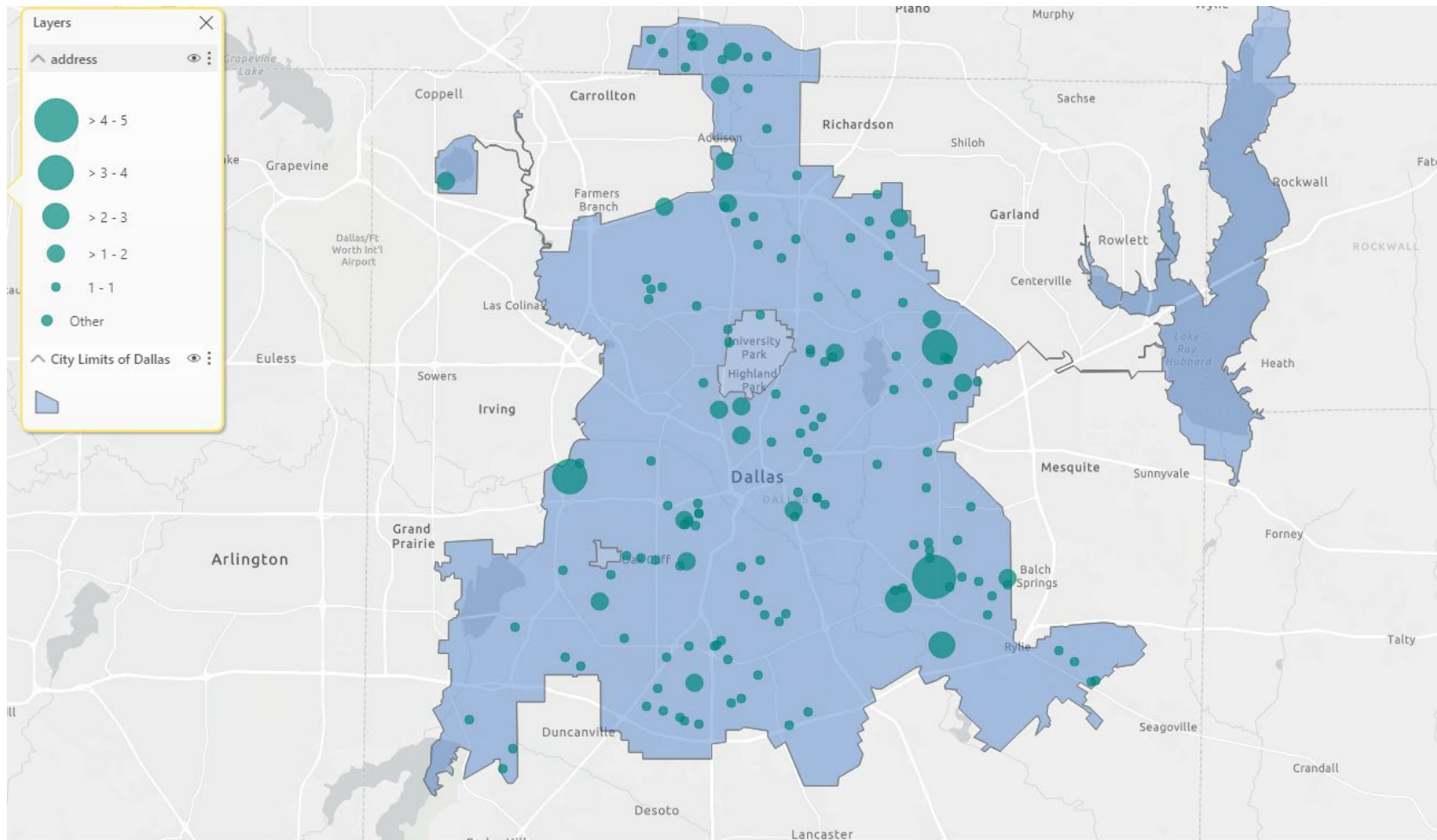
B.1: Set a realistic overall target for completion of the investigation and determination process.

B.2: Monitor timeliness toward meeting the overall target for completion of the investigation and determination process and adjust procedures if needed.

C.1: Complete the reporting of dangerous and aggressive dogs in the Chameleon system and implement information system internal controls, such as validity, logical access, accuracy, and completeness.

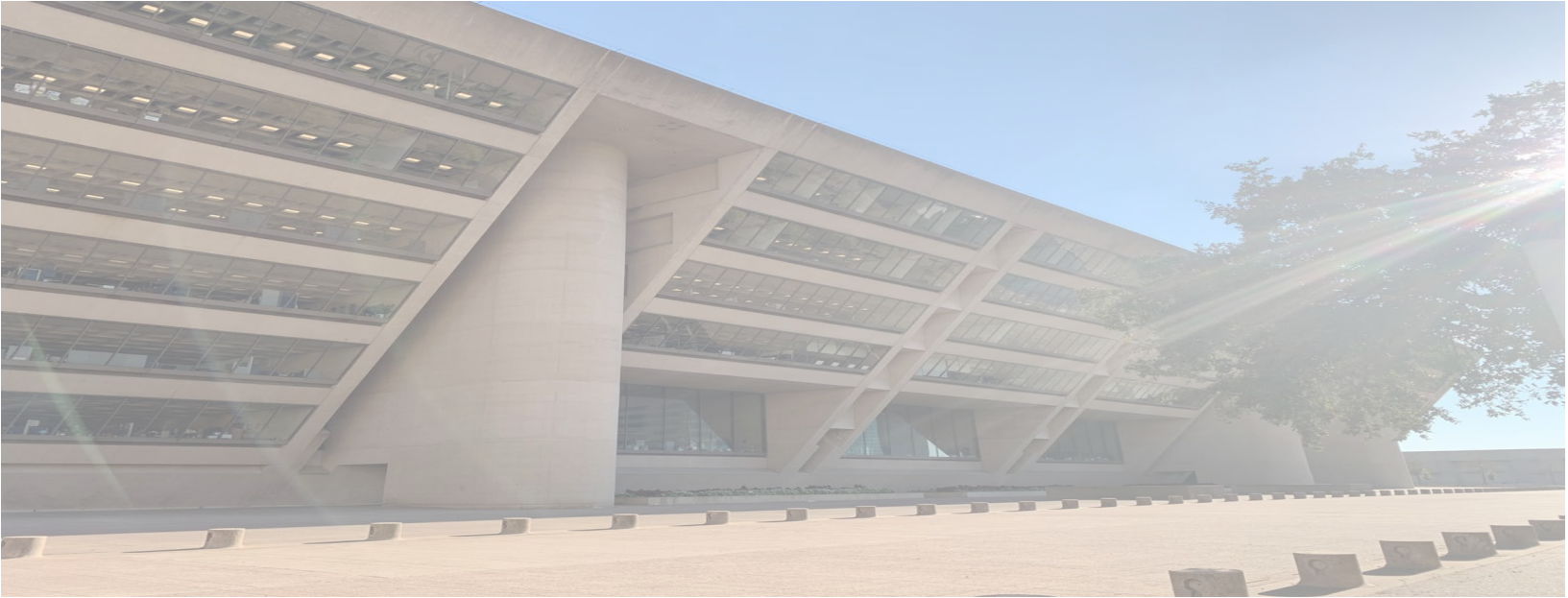
Reports Issued – August 29, 2022

Audit of Dangerous and Aggressive Dogs Investigation and Determination Process – Dangerous Dogs Locations July 2022 (Slide 5 of 5)



Source: City of Dallas Animal Services map using data as of July 19, 2022.

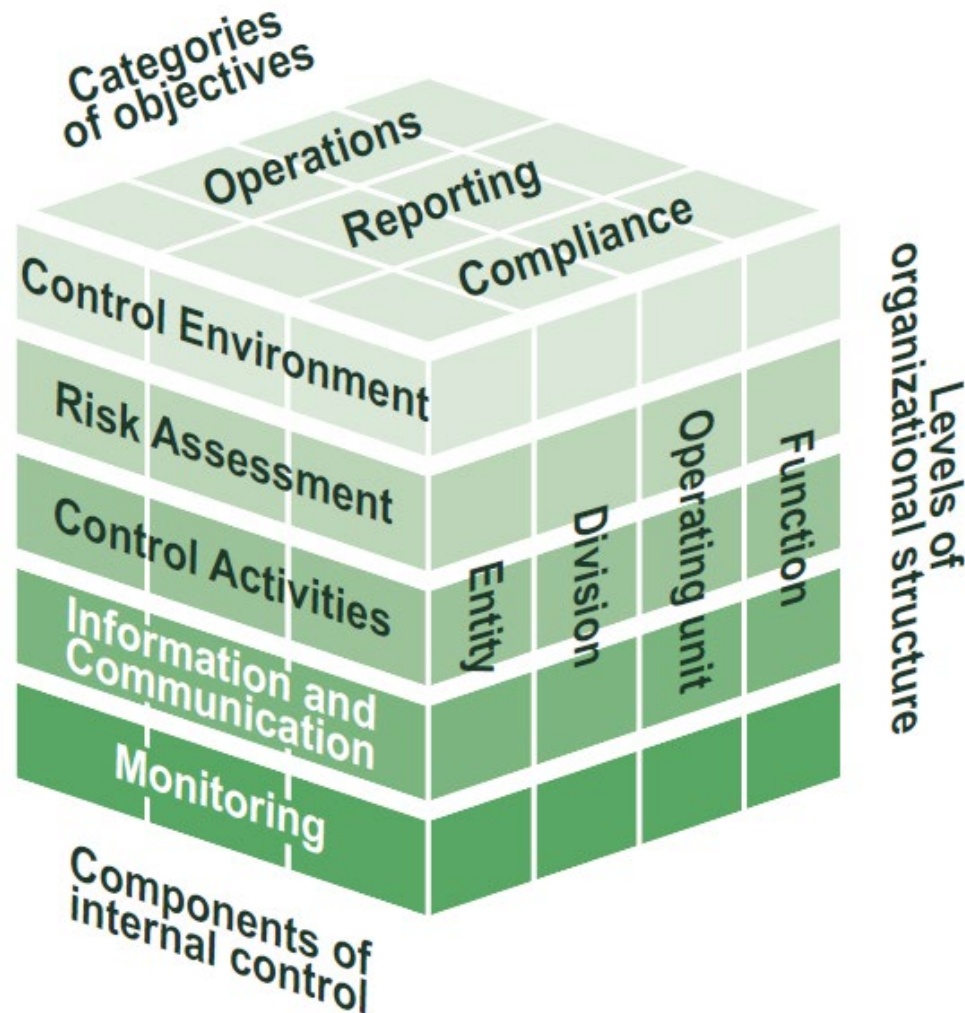
Fiscal Year 2023 Recommended Audit Work Plan



Audit Plan Explained

The Audit Plan attempts to identify the risks that matter and provide City-wide audit coverage by allocating 22,000 resource hours to complete 19 audit or attestation engagements.

Standards for Internal Control in the Federal Government (Green Book)



Fiscal Year 2023 Risk Assessment

No.	Fund Type	Department Abbreviation	Auditable Unit Description	FY2023 - Planned Budget	Risk Weight	Risk Weight = Values Only	Audit Plan	Last Audit or Other Review
1	GF	CCO	CCO: Financial Reporting	25,567,082	1,255	●	2023	FY 2021 External Audit - Weaver
2	EF	DWU	DWU-EF: Wastewater Collection & Treatment	81,767,796	1,245	●	2023	
3	GF	DPD	DPD: Police Investigations	100,654,471	1,230	●	2023	
4	EF	DWU	DWU-EF: Water Utilities Customer Account Services	36,034,449	1,230	●		2015
5	GF	CCO	CCO: Payroll	2,223,270	1,200	●	2023	
6	GF	MGT	MGT: 3-1-1 Customer Service Center	5,850,487	1,200	●	2023	
7	Debt	DEBT	Debt Services	412,314,869	1,200	●	2023	
8	GF	DFR	DFR:EMS	20,790,059	1,190	●		
9	GF	DPD	DPD: Police Field Patrol & Support	350,781,034	1,190	●	2023	
10	GF	BMS	BMS: Budget, Utility	1,994,773	1,185	●	2023	
11	EF	DWU	DWU-EF: Water Production & Delivery	110,722,482	1,185	●		2019
12	GF	DFR	DFR: Fire Dispatch & Communications	26,565,237	1,175	●	2023	
13	GF	HR	HR: Consulting	3,206,659	1,160	●	2023	
14	GF	DPD	DPD: Police Operational Support (9-1-1)	46,535,434	1,135	●	2023	
15	ISF	ITS	ITS-ISF: Public Safety	6,715,412	1,105	●		Kirkland and Ellis 2022
16	ISF	ITS	ITS -ISF: 9-1-1 Technology Services; Public Safety Support	14,212,742	1,075	●	2023	
17	GF	DFR	DFR: Fire-Rescue Response	263,105,329	1,065	●		2020
18	GF	MGT	MGT: Emergency & Sustainability	2,300,826	1,035	●	2023	
19	EF	DWU	DWU-EF: DWU General Expense	141,484,773	1,025	●		
20	CAP	CAP	CAP: General Purpose	532,677,357	1,020	●	2023	
21	EF	DWU-SDM	DWU-SDM-EF: Storm Water Services	72,433,742	980	●		2022
22	ISF	ITS	ITS-ISSF: Employee Support	40,609,996	980	●		
23	EF	AVI	AVI-EF-Dallas Love Field	90,442,605	970	●		2022
24	GF	SEC	SEC: Open Records & Records Management	1,484,047	940	●		2020
25	EF	SAN	SAN-EF: Citizen Sanitation Services	96,625,171	925	●	2023	

Office of the City Auditor

Fiscal Year 2022 Auditor Briefing Update

Reports Released between August 13,
2022, and September 23, 2022

October 3, 2022
Mark S. Swann, City Auditor

Government Performance & Financial Management Committee



APPENDIX – Audit Reports

Here are the final reports and links for your reference.

Quarter 4 – September Update:

- [Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget](#)
- [Department of Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – Agreed-Upon Procedures](#)
- [Audit of Dangerous and Aggressive Dogs Investigation and Determination Process](#)



Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget for the City of Dallas

September 2, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

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Executive Summary

Objective and Scope

The audit objective was to determine whether the City of Dallas has effective processes to ensure reasonable proposed budget revenues are included in the City Manager's *Fiscal Year 2022-23 Proposed Annual Budget*.

The audit scope was the major revenue sources included in the *Fiscal Year 2022-23 Proposed Annual Budget* and the associated supporting documentation.

What We Recommend

There are no audit recommendations associated with this report.

Background

The City Council approved the *Fiscal Year 2022 Audit Work Plan* which prescribed the City Auditor to review and verify the reasonableness of the proposed budget revenues included in the City Manager's *Fiscal Year 2022-23 Proposed Annual Budget*.

What We Found

The City of Dallas has effective processes to ensure reasonable proposed budget revenues are included in the *Fiscal Year 2022-23 Proposed Annual Budget*. Further, the revenue forecast methodologies and material assumptions used in developing the proposed budget revenues are reasonable and adequately supported.

Audit Results

The Office of the City Auditor reviewed major revenue sources totaling \$2.998 billion, or 78 percent of the \$3.845 billion of the proposed budget revenues included in the *Fiscal Year 2022-23 Proposed Annual Budget*. The remaining \$847 million, which is mainly derived from department reimbursements, and City of Dallas employee and retiree contributions for retirement and health benefits, was excluded from the review. The major revenue sources reviewed are identified in [Exhibit 1](#).

Exhibit 1:

Revenue Sources Included in the Office of the City Auditor's Review

Revenue Sources	Fiscal Year 2021-22 Amended Budget	Fiscal Year 2021-22 Forecast Revenues	Fiscal Year 2022-23 Proposed Revenues
General Fund			
Ad Valorem Taxes	\$876,483,968	\$878,183,053	\$961,430,663
Sales Tax	\$364,294,064	\$375,544,901	\$417,232,383
Franchise Fees	\$85,146,984	\$88,483,000	\$94,959,000
Enterprise Fund			
Water Utilities	\$713,732,650	\$728,366,934	\$755,226,160
Aviation - Concessions & Rentals	\$111,964,255	\$114,490,609	\$119,476,874
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Storm Water Fees	\$69,314,586	\$69,314,586	\$72,433,742
Debt Service			
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Revenue Sources Reviewed	\$2,738,508,459	\$2,777,578,969	\$2,998,225,705
Revenue Sources Not Included	\$777,283,348	\$804,469,241	\$847,580,241
Total Revenues	\$3,515,791,807	\$3,582,048,210	\$3,845,805,946

Source: Fiscal Year 2022-23 Proposed Annual Budget (Unaudited)

The City of Dallas has methodologies in place for forecasting revenues. The common methodologies used by the City of Dallas consist of regression analyses and/or historical trends, professional judgements, along with expertise from external consultants. [Exhibit 2](#) (on pages 3 and 4) shows the total General Fund variance between budgeted revenues and actual revenues for Fiscal Years 2019 through 2021 were less than 6.5 percent each year.

While common methodologies were used to forecast revenues for Fiscal Year 2022-23 revenues, the methodologies were adjusted as appropriate to consider the effects the COVID-19 pandemic could have throughout the remainder of Fiscal Year 2021-22 and all of Fiscal Year 2022-23. A conservative approach was taken to forecast the revenues.

Exhibit 2:

Fiscal Years 2019 Through 2021 General Fund Budgeted Revenues
Compared To Actual Revenues
(in thousands)

General Fund	Fiscal Year	Fiscal Year	— Variance —	
	2018-19 Budgeted Revenue	2018-19 Actual Revenue	Dollar	Percent
Ad Valorem Taxes	\$727,886	\$729,596	\$1,710	0.2%
Sales Tax	\$311,645	\$313,461	\$1,816	0.6%
Franchise Fees and Other Tax	\$133,348	\$135,697	\$2,349	1.8%
License and Permits	\$5,671	\$6,349	\$678	12.0%
Intergovernmental	\$9,563	\$10,178	\$615	6.4%
Service to Others	\$122,048	\$114,016	\$-8,032	-6.6%
Fines and Forfeitures	\$34,245	\$35,823	\$1,578	4.6%
Investment Income	\$2,435	\$8,236	\$5,801	238.2%
Other Revenues	\$6,320	\$9,744	\$3,424	54.2%
Total Revenues	\$1,353,161	\$1,363,100	\$9,939	0.7%

General Fund	Fiscal Year	Fiscal Year	— Variance —	
	2019-20 Budgeted Revenue	2019-20 Actual Revenue	Dollar	Percent
Ad Valorem Taxes	\$787,420	\$789,114	\$1,694	0.2%
Sales Tax	\$325,566	\$310,737	\$-14,829	-4.6%
Franchise Fees and Other Tax	\$129,340	\$120,944	\$-8,396	-6.5%
License and Permits	\$5,154	\$4,486	\$-668	-13.0%
Intergovernmental	\$11,383	\$15,670	\$4,287	37.7%
Service to Others	\$127,077	\$104,353	\$-22,724	-17.9%
Fines and Forfeitures	\$27,222	\$24,313	\$-2,909	-10.7%
Investment Income	\$4,664	\$5,544	\$880	18.9%
Other Revenues	\$6,685	\$7,530	\$845	12.6%
Total Revenues	\$1,424,511	\$1,382,691	-\$41,820	-2.9%

General Fund	Fiscal Year	Fiscal Year	— Variance —	
	2020-21 Budgeted Revenue	2020-21 Actual Revenue	Dollar	Percent
Ad Valorem Taxes	\$825,007	\$844,970	\$19,963	2.4%
Sales Tax	\$296,324	\$354,288	\$57,964	19.6%
Franchise Fees and Other Tax	\$115,907	\$120,445	\$4,538	3.9%
License and Permits	\$5,024	\$5,007	\$-17	-0.3%
Intergovernmental	\$12,112	\$12,291	\$179	1.5%
Service to Others	\$117,518	\$121,730	\$4,212	3.6%
Fines and Forfeitures	\$23,555	\$25,074	\$1,519	6.4%
Investment Income	\$4,483	\$1,376	\$-3,107	-69.3%
Other Revenues	\$6,716	\$11,788	\$5,072	75.5%
Total Revenues	\$1,406,646	\$1,496,969	\$90,323	6.4%

Source: City of Dallas 2019-2021 Comprehensive Annual Financial Reports

In preparing the proposed budget revenues, City management develops revenue forecast methodologies, such as regression analyses and/or historical trends, and documents significant assumptions used to support the methodologies. The Office of the City Auditor’s assessment considers the reasonableness of these revenue forecast methodologies; however, neither City management nor the Office of the City Auditor guarantees the achievement of the Fiscal Year 2022-23 proposed budget revenues.

Methodology

We interviewed department personnel, reviewed revenue forecast methodologies and material assumptions for reasonableness, verified consistency of the budget documents, and performed various analyses. The five internal control components of the *Standards for Internal Control in the Federal Government* were considered in this engagement.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Major Contributors to the Report

Carron Perry, CIA – In-Charge Auditor
Rory Galter, CPA – Engagement Manager
Zachary Goebel
Yzalida Hiley, MBA, LPEC
Natalie Martinez, MPA, CTCM

Management's Response

Memorandum



CITY OF DALLAS

DATE: September 2, 2022
TO: Mark S. Swann – City Auditor
SUBJECT: Response to Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget for the City of Dallas

This letter acknowledges the City Manager's Office and the Office of Budget & Management Services received the *Audit of Proposed Budget Revenues Included in the Fiscal Year 2022-23 Proposed Annual Budget for the City of Dallas*.

The City has strong internal controls in place to ensure reasonable proposed budget revenues are included in the proposed annual budgets. We are pleased, but not surprised, that the City Auditor concluded that the City's revenue forecast methodologies are reasonable and adequately supported.

We appreciate the professionalism and quality of work demonstrated by your staff throughout this engagement.

Sincerely,



T.C. Broadnax
City Manager

C: Genesis D. Gavino, Chief of Staff
Jack Ireland, Chief Financial Officer
Janette Weedon, Director, Office of Budget & Management Services

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Memorandum



DATE: September 8, 2022

TO: Terry Lowery, Director – Department of Dallas Water Utilities
Danielle Thompson, Director – Office of Procurement Services

SUBJECT: Independent Report on Agreed-Upon Procedures for: Attestation Engagement for the Department of Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – CIZ-DWU-22 051

Attached for your review is the *Independent Report on Agreed-Upon Procedures for: Attestation Engagement for the Department of Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – CIZ-DWU-22 051*. The Agreed-Upon Procedures are included in [Attachment 1](#). No exceptions were noted.

We have performed these procedures, which were agreed to by the Department of Dallas Water Utilities and the Office of Procurement Services, solely to assist the City of Dallas City Council in evaluating the Department of Dallas Water Utilities' and the Office of Procurement Services' compliance with the requirements of Administrative Directive 4-05, *Contracting Standards and Procedures*, relevant State of Texas statutes, and City of Dallas contracting and delivery procedures.

If you have any questions, please contact me at (214) 670-3222 or by email at mark.swann@dallas.gov.

Sincerely,



Mark S. Swann
City Auditor

Independent Report on Agreed-Upon Procedures for: Attestation Engagement for the Department of
Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex
Phase 1 – CIZ-DWU-22 051
September 8, 2022
Page 2 of 2

Attachment

C: Honorable Mayor and Members of the City Council

T.C. Broadnax, City Manager

Christopher J. Caso, City Attorney

Kimberly Bizer Tolbert, Deputy City Manager

Jon Fortune, Deputy City Manager

Jack Ireland, Chief Financial Officer

Joyce Williams, Director – Small Business Center

Sheri Kowalski, City Controller

Kevin Ann Mullen, Assistant Director, Financial Compliance, Auditing & Monitoring



Independent Report on Agreed-Upon Procedures for: Attestation Engagement for the Department of Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – CIZ-DWU-22 051

September 8, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

Omar Narvaez

Council Members

Tennell Atkins

Adam Bazaldua

Paula Blackmon

B. Adam McGough

Cara Mendelsohn

Jesse Moreno

Jaime Resendez

Paul E. Ridley

Jaynie Schultz

Casey Thomas, II

Chad West

Gay Donnell Willis



Executive Summary

Objective and Scope

The objective of the agreed-upon procedures attestation engagement is solely to assist the City of Dallas City Council in evaluating the Department of Dallas Water Utilities' and Office of Procurement Services' compliance with Administrative Directive 4-05, *Contracting Standards and Procedures*, relevant State of Texas statutes, and City of Dallas contracting and delivery procedures.

The Department of Dallas Water Utilities requested this attestation in accordance with Administrative Directive 4-05, Section 9.5.5, *Attestation Engagement Requirement for All Construction Projects \$50 Million and Greater*.

Background

The Elm Fork Water Treatment Plant Filter Complex has been identified for replacement as part of Dallas Water Utilities' long-term water capital program planning. The Elm Fork Water Treatment Plant Filter Complex has reached the end of its useful life and the project plans to improve water quality and filtration efficiency.

After an earlier attempt to build a new filter complex exceeded the available budget, the project was split into phases, starting with this project to construct the new filter complex building and conduct repairs at the existing filter complex.

The base project was estimated to cost \$130 million, with up to six alternates that could be added if the budget allowed. The project had a Minority and Women-Owned Business Enterprise goal of 32 percent.

The Department of Dallas Water Utilities is seeking approval from the City Council to award \$155.1 million to Oscar Renda Contracting, Inc., the lowest of three bid submissions. Three alternates were added to the base bid of \$143.35 million.

What We Found

No exceptions were found for the 17 Agreed-Upon procedures. [See Attachment 1](#) for the full list of procedures.

Results:

Independent Agreed-Upon Procedures Report

The Office of the City Auditor conducted the procedures described in [Attachment 1](#), which were agreed to by the Department of Dallas Water Utilities and the Office of Procurement Services, solely to assist the City of Dallas City Council in evaluating the Department of Dallas Water Utilities' and the Office of Procurement Services' compliance with the requirements of Administrative Directive 4-05, *Contracting Standards and Procedures*, relevant State of Texas statutes, and City of Dallas contracting and delivery procedures.

The Department of Dallas Water Utilities and Office of Procurement Services are responsible for the establishment and execution of operational procedures. The sufficiency of these agreed-upon procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described in [Attachment 1](#), either for the purpose for which this report has been requested or for any other purpose.

The Department of Dallas Water Utilities requested this attestation on March 8, 2022, and the Office of the City Auditor completed the agreed-upon procedures on August 31, 2022. No exceptions were noted for the Agreed-Upon Procedures.

The purpose of this report on applying agreed-upon procedures is intended solely for the information and use of the Dallas City Council and City management and is not intended to be and should not be used by anyone other than these specified parties. Accordingly, this report is not suitable for any other purpose. The Office of the City Auditor was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance. Accordingly, the Office of the City Auditor does not express such an opinion or conclusion. Had additional procedures been performed, other matters might have been identified that would have been reported.

We are required to be independent of Dallas Water Utilities and the Office of Procurement Services and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement. The agreed-upon procedures were conducted in accordance with the United States generally accepted government auditing standards which incorporate attestation standards established by the American Institute of Certified Public Accountants.

Signature:



Mark S. Swann, CPA
City Auditor
City of Dallas, Texas

September 8, 2022

ATTACHMENT 1: Agreed-Upon Procedures

Independent Report on Agreed-Upon Procedures for the Attestation Engagement for the Department of Dallas Water Utilities Construction Project Procurement – Elm Fork Water Treatment Plant Filter Complex Phase 1 – CIZ-DWU-22 051.

September 8, 2022

Agreed-Upon Procedures

As stated in Administrative Directive 4-05, *Contracting Standards and Procedures*, Section 9.5.5 C. 4.

- (a) Confirm the documentation to support the procurement is provided by the Department of Dallas Water Utilities, Office of Procurement Services, and other applicable City departments.

No Exceptions.

- (b) Confirm the solicitation complied with Administrative Directive 4-05, *Contracting Standards and Procedures*, City ordinances, applicable State law, and departmental policies and procedures.

No Exceptions.

- (c) Confirm the scope of work/specifications were written in a manner that promotes competition and competitive pricing.

No Exceptions.

- (d) Confirm the specifications identify the criteria for which the Department of Dallas Water Utilities could determine that a bid is responsive and responsible.

No Exceptions.

- (e) Confirm that the Department of Dallas Water Utilities performed due diligence when developing the bid specifications by consulting with other departments, such as the City Attorney's Office, and documenting the consultation.

No Exceptions.

- (f) Confirm the procurement was advertised appropriately in accordance with State law.

No Exceptions.

- (g) Confirm the Department of Dallas Water Utilities and the Office of Procurement Services used appropriate commodity code(s) to send notifications to the vending community from the City's solicitation system.

No Exceptions.

- (h) Confirm the Department of Dallas Water Utilities and the Office of Procurement Services sent solicitation notices and addenda (if applicable) to the vending community with sufficient time for response.

No Exceptions.

- (i) Confirm the Department of Dallas Water Utilities held a pre-bid meeting, if applicable.

No Exceptions.

- (j) Confirm the specifications were posted for a reasonable period of time on the City's solicitation system.

No Exceptions.

- (k) Confirm the Department of Dallas Water Utilities obtained appropriate nondisclosure and conflict of interest forms for any consultants and/or subject matter experts used in the procurement process, if applicable. Additionally, if applicable, confirm the Department of Dallas Water Utilities included conflict-of-interest and nondisclosure policy language in the scope of work/specifications.

No Exceptions.

- (l) Confirm the City received sealed bids/proposals within the due date and time, opened them, and subsequently read them in compliance with State law.

No Exceptions.

- (m) Confirm the City received and evaluated the bids/proposals, and found them to meet the minimum requirements/qualifications for low bid.

No Exceptions.

- (n) Confirm the Department of Dallas Water Utilities performed due diligence when a bidder is disqualified or in the event of a bid protest by consulting with the City Attorney's Office and informed the City Council of a bid protest and response in accordance with Administrative Directive 4-05, *Contracting Standards and Procedures*, 9.5.3.

Not Applicable. No bidders were disqualified. No bid protests were received.

- (o) Obtain a representation from the Small Business Center that the Small Business Center followed the City's Business Inclusion and Development policies outlined by the City Council.

No Exceptions.

- (p) Confirm the Department of Dallas Water Utilities review and evaluation process confirmed the lowest bid or highest ranked supplier and that the Department of Dallas Water Utilities appropriately documented the determination.

No Exceptions.

- (q) Confirm the Department of Dallas Water Utilities used the Federal System for Award Management website to confirm that the lowest responsible bidder is not excluded.

No Exceptions.



Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

August 29, 2022

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

Omar Narvaez

Council Members

Tennell Atkins

Adam Bazaldua

Paula Blackmon

B. Adam McGough

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Gay Donnell Willis



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Executive Summary

Objectives and Scope

The objectives of this audit were to determine whether: (1) owners of aggressive and dangerous dogs comply with requirements; (2) internal controls are in place to ensure dangerous and aggressive dog investigations comply with management's expectations and Dallas City Code; and, (3) the determination of dangerous and aggressive dogs is efficient and effective.

The scope included October 1, 2019, to September 30, 2021.

What We Recommend

Management should:

- Propose technical changes to *Dallas City Code, Chapter 7, Animals*, pertaining to the aggressive dog hearing requirements.
- Update timeliness targets to include the whole process and reflect actual timelines.
- Complete information system development for dangerous and aggressive dog data.
- Review emerging risks and improve internal controls as needed.

Background

Dogs are our best friends and companions, but they can also present a safety risk to the public, including children. The *Texas Health and Safety Code* authorizes cities to establish ownership requirements for dogs determined to have injured or threatened a person (dangerous) or to have injured an animal (aggressive).

Dallas Animal Services requested this audit to review the effectiveness and efficiency of its internal controls and operations related to dangerous and aggressive dogs.

What We Found

The aggressive dog program is not effective because the City cannot ensure owners comply with its requirements, in part due to the current language in *Dallas City Code, Chapter 7, Animals*.

Dallas Animal Services has robust procedures in place for the dangerous and aggressive dog determination and investigation process, however the procedures take time and delays can occur.

There are areas of operations that are working well and emerging risks that may merit additional improvements.

Important Definitions

Meeting the definition of a dangerous or aggressive dog takes one incident and does not require a demonstrated pattern of behavior.

The process begins after an incident and a witness submits a notarized affidavit to Dallas Animal Services requesting that the dog be determined dangerous or aggressive. The investigation and determination process starts once Dallas Animal Services receives the affidavit. The Director of Dallas Animal Services is responsible for determining if the dog is dangerous or aggressive.

- A **dangerous dog** is one that while outside of its enclosure committed an unprovoked attack on a person that caused bodily injury or caused the person to believe the dog could cause bodily injury.
- An **aggressive dog** is one that while not restrained killed or injured another animal that was restrained.

On July 19, 2022, there were 247 dangerous or aggressive dogs, with 184 dangerous dogs and 96 aggressive dogs. Thirty-three dogs were counted in both categories.

Objectives and Conclusions

1. Do dangerous dog owners comply with the requirements for owning dangerous dogs?

Generally, yes. Of the ten sampled dogs where compliance could be confirmed, eight met all requirements as of the most recent inspection. (See [Observation A](#).)

2. Do aggressive dog owners comply with the requirements for owning aggressive dogs?

Generally, no. Of the eight sampled dogs where compliance could be confirmed, three met all requirements as of the most recent inspection. (See [Observation A](#).)

3. Are internal controls in place to ensure dangerous and aggressive dog investigations comply with management's expectations and Dallas City Code?

Generally, yes. There are procedures in place and opportunities to improve the internal controls including formal procedures for owner compliance and other areas, including the registries of dangerous and aggressive dogs. (See [Observation A](#), [Observation C](#), [Emerging Risks](#), and [Areas Working Well](#) section of Appendix A.)

4. Is the determination of dangerous and aggressive dogs efficient and effective?

Generally, yes. The investigation and determination process is complex, detailed, and supported by documentation, but can take time, often missing targets set by the department's procedures. (See [Observation B](#).)

Audit Results

Both *City Council Resolution 88-3428* and Administrative Directive 4-09, *Internal Control*, prescribe policy for the City to establish and maintain an internal control system. The following audit observations are offered to assist management in fulfilling their internal control responsibilities.

Observation A: Aggressive Dog Program Effectiveness

Compliance with the requirements for owning an aggressive dog is low. Five out of eight sampled cases showed dog owners did not meet all compliance requirements, which include always restraining the dog and obtaining liability insurance coverage or financial responsibility of at least \$100,000. As a result, the program may not prevent repeat attacks by dogs that have previously been determined to have injured or killed another animal.

Two sections of *Dallas City Code, Chapter 7 Article V-a. Aggressive Dogs*, create the expectations for compliance court hearings that are not working as intended due to the way the ordinance, adopted in 2018, was written. Specifically:

- *Section 7-5.15 Requirements for Ownership of an Aggressive Dog; Noncompliance Hearing*, includes no details about how the noncompliance hearing will be held. Without details, no hearings are held.
- *Section 7-5.16 Attacks by an Aggressive Dog* provides details about how a hearing will be held in municipal court and then states the decision will be made by the Director of Dallas Animal Services. Court decisions must be made by the court and cannot be made by a department director.

Dallas Animal Services and the City Attorney's Office concur that no effective hearings can occur.

In comparison, compliance with the requirements for owning a dangerous dog is higher. For dangerous dogs, noncompliance hearings are held using a process described in *Dallas City Code, Chapter 7; Section 7-5.5 Requirements for Ownership of a Dangerous Dog; Noncompliance Hearing*. That section details how the hearings will be held.

In addition, Dallas Animal Services does not have formal procedures for ensuring compliance with Dallas City Code requirements for owners of dangerous and aggressive dogs.

Criteria

- ❖ *Dallas City Code Chapter 7 Section 7-5.15 Requirements for Ownership of an Aggressive Dog; Noncompliance Hearing*, establishes requirements for owning an aggressive dog.
- ❖ Standards for Internal Control in the Federal Government:
 - *Principle 3 – Establish Structure, Responsibility, and Authority*
 - *Principle 10 – Design Control Activities*

Assessed Risk Rating:

High

We recommend the **Director of Dallas Animal Services**, in consultation with the **City Attorney**:

A.1: Recommend the City Council consider technical revisions to *Dallas City Code, Chapter 7, Article V-a. Aggressive Dogs*, which include:

- In Section 7-5.15, describe how the noncompliance hearings will be held or remove the words "Noncompliance Hearing," from the title of the section.
- In Section 7-5.16 (c), change the responsible party to the Municipal Court.

We recommend the **Director of Dallas Animal Services**:

A.2: Develop formal policies and procedures for ensuring owners comply with the requirements for owning dangerous and aggressive dogs.

Observation B: Investigation and Determination Efficiency

A sample of 20 dangerous or aggressive dog determinations shows the average investigation and determination took 85 days, or almost three months. Dallas Animal Services tries to complete the process as soon as possible because there is a public safety risk that the dog may attack again while the investigation and determination are under way.

Dallas Animal Services set eight targets for how long steps in the investigation and determination process should take, ranging from 24 hours to seven days. There is no target for the overall length of the investigation and determination.

The average initial investigation was completed in eight days, one day more than the seven-day target. The overall investigation and determination took more time because the process can slow down in multiple places, including:

- Time to arrive in the inbox.
- Time from inbox arrival to start of the initial investigation.
- Time from completion of the initial investigation to the final determination.

Dallas Animal Services developed procedures that include documentation and communication with the owner and witness and process timeliness can be dependent on cooperation from those parties. Most of the audit period occurred during the COVID-19 pandemic, which may have affected timeliness.

Criteria

- ❖ Dallas Animal Services work instruction *DAS-WKI-201 Aggressive / Dangerous Dog Investigations* establishes targets for completing multiple steps in the process.
- ❖ Standards for Internal Control in the Federal Government:
 - *Principle 10 – Design Control Activities*
 - *Principle 16 – Perform Monitoring Activities*

Assessed Risk Rating:

Moderate

We recommend the **Director of Dallas Animal Services:**

B.1: Set a realistic overall target for completion of the investigation and determination process.

B.2: Monitor timeliness toward meeting the overall target for completion of the investigation and determination process and adjust procedures if needed.

Observation C: Information System

The Dallas Animal Services Chameleon information system does not incorporate dangerous and aggressive dog case information and most dangerous and aggressive dog information was maintained in case files and spreadsheets.

Specific weaknesses include:

- Online registries of dangerous and aggressive dogs included duplicate entries and were not updated during a seven-month period in 2021.
- Annual reporting information is difficult to compare over time, in part due to changes in definitions.

As a result, program information may not be complete and accurate.

Criteria

- ❖ *Spreadsheet Mistakes*, a 2016 report by PwC
- ❖ Standards for Internal Control in the Federal Government, *Principle 11 – Design Activities for the Information System*

Assessed Risk Rating:

Moderate

We recommend the **Director of Dallas Animal Services:**

C.1: Complete the reporting of dangerous and aggressive dogs in the Dallas Animal Services information system and implements information system internal controls, such as validity, logical access, accuracy, and completeness.

Emerging Risks

Certain risks could impact the internal controls, effectiveness, and efficiency of activities performed by Dallas Animal Services and other departments.

Overall time to ensure owner compliance

Once the investigation and determination are complete, another process begins to ensure the owners comply with the program requirements. This is often a legal process involving coordination with the Court and Detention Services Department, City Attorney's Office, and an entity that can assist with warrants, such as the Dallas Police Department or Dallas Marshal's Office. It can take more than six months (193 days on average) between the department receiving an affidavit and a judge's order for the owner's compliance.

Coordination between City Attorney's Office and Dallas Animal Services

Challenges include:

1. Appeals to County Court-at-Law and Justice of the Peace Courts are not common, but when they occur, they are not always immediately communicated from Dallas Animal Services to the City Attorney's Office. Without prompt notification, the City Attorney's Office was not aware of an appeal before the hearing occurred.
2. Witness testimony can be important if the dangerous or aggressive dog determination is appealed. If the witness does not testify, as occurred for at least ten dogs since October 2018, that may factor into why the determination was overturned. Several reasons were cited for witnesses not attending, such as a move to another city, an improved relationship with the dog or its owner, and concerns regarding the COVID-19 pandemic.
3. The City Attorney's Office and Dallas Animal Services disagree on the deadline before owners must turn in their dogs after noncompliance because of different timelines set in the Dallas City Code and state law.

Updating procedures

Dallas Animal Services procedures are very detailed about who is responsible for completing what tasks in the investigation and determination process. Challenges include:

- The procedures were not always updated to reflect revisions to job duties.
- There are no procedures for updating the online registries.

The Court and Detention Services Department developed procedures for hearings. Challenges include:

- Notifications of dog owners and claimants are not occurring as required.

Appendix A: Background and Methodology

Background

This audit was requested by Dallas Animal Services management as part of the *Fiscal Year 2021 Audit Plan* to understand how well the dangerous and aggressive dog investigation and determination process is working.

Dallas Animal Services oversees the Dangerous and Aggressive Dog programs as part of its public safety services. The programs are authorized by *Texas Health and Safety Code, Title 10, Chapter 822, Subchapters B and D*. The City Council updated the requirements for the Dangerous Dog program and created the Aggressive Dog program when it revised *Dallas City Code Chapter 7, Animals*, in June 2018.

Requirements for owning a dangerous or aggressive dog

Once a dog is determined to be dangerous, the owner must either appeal the decision or comply with the requirements within 15 days. Appeals can be made through the Municipal Court or through a Dallas County Justice of the Peace Court or Dallas County Court-at-Law.

Once a dog is determined to be aggressive, the owner has 10 days to appeal the decision through the Municipal Court and 15 days to comply with the requirements.

The requirements include:

- Obtaining liability insurance coverage or financial responsibility of at least \$100,000.
- Having an unsterilized dog spayed or neutered.
- Having current rabies vaccine and microchip registry with current contact information.
- Paying registration fees (\$250 initial, \$50 annual) and placing a dangerous or aggressive dog registration tag on the dog's collar or harness.
- Restraining the dog at all times on a leash in the immediate control of a person or in a secure enclosure.
- When taken outside the enclosure, ensuring the dog wears a secure muzzle.
- Posting a sign purchased from Dallas Animal Services declaring BEWARE DANGEROUS DOG or BEWARE AGGRESSIVE DOG at each entrance to the dog's enclosure.
- Paying for any costs of seizure or impoundment.

To demonstrate compliance, Dallas Animal Services performs an inspection of the dog's enclosure. If compliance is not demonstrated in 15 days, Dallas Animal Services seeks a noncompliance hearing to determine if the dangerous dog is not in compliance. Those hearings can result in the judge signing a warrant for the dangerous dog to be picked up in ten days if the owner is not in compliance. During the audit period, no hearings were held for aggressive dog compliance, as noted in [Observation A](#).

Areas working well

When Dallas Animal Services closed an investigation without a determination that the dog was dangerous or aggressive the department had documentation showing why it was closed for all ten cases in the audit sample.

For a sample of 20 Dallas Animal Services investigations that led to determinations, every affidavit was notarized, showing complete compliance with that requirement. In many cases, the affidavits were notarized by animal services officers, helping people file affidavits without needing to find a notary. Other requirements were also met, including documented support for the determination and communication of the determination to the dog owner.

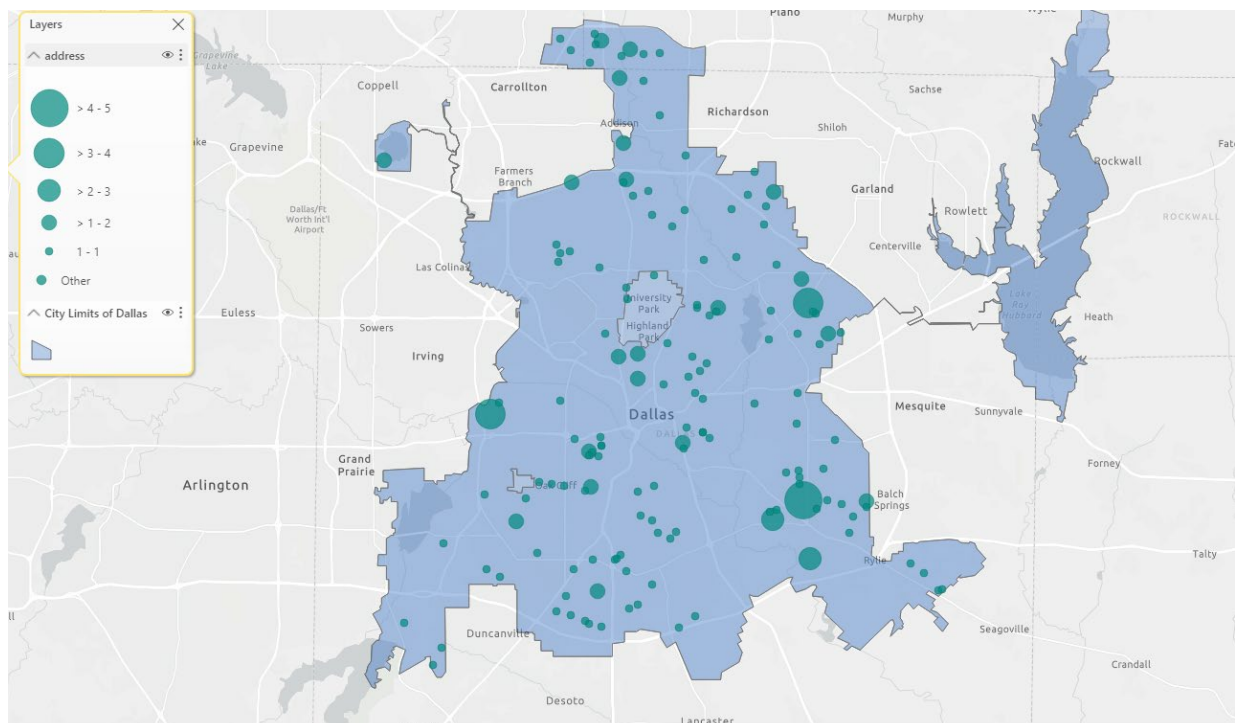
Dallas Animal Services and the departments it works with all cite good working relationships, including the Court and Detention Services Department, the Dallas Police Department, and the City Attorney's Office. The departments can point to areas where their coordination led to improvement, such as a 2019 Dallas Police Department review of Dallas Animal Services' investigative processes.

Mapping dangerous and aggressive dogs

Dallas Animal Services maps the dogs by their address and by the number of dogs at each location.

Exhibit 1:

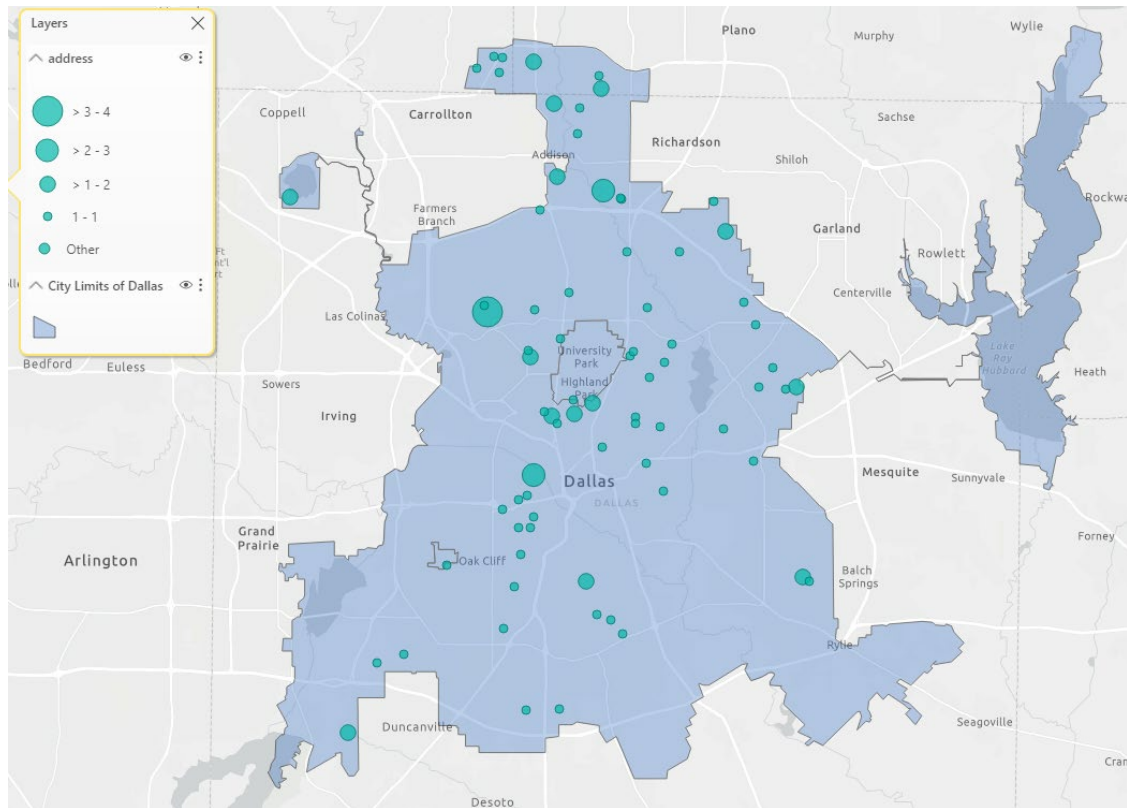
Locations of Dangerous Dogs as of July 2022



Source: Dallas Animal Services map using data as of July 19, 2022.

Exhibit 2:

Locations of Aggressive Dogs as of July 2022



Source: Dallas Animal Services map using data as of July 19, 2022.

Methodology

The audit methodology included: (1) interviewing personnel from Dallas Animal Services and other city departments; (2) reviewing policies and procedures, City ordinances, the *Texas Local Government Code*, applicable Administrative Directives, and best practices; and, (3) performing various analyses, including reviews of the compliance and timeliness of investigations and determinations and compliance. In addition, all five components of *Standards for Internal Control in Federal Government* were considered.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based upon our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Major Contributors to the Report

Dan Genz, CIA, CFE – In-Charge Auditor

Mamatha Sparks, CIA, CISA, CISSP, CRISC – Engagement Manager

Appendix B: Management's Response

See the following pages for responses from the City Manager and City Attorney.

Memorandum



CITY OF DALLAS

DATE: August 19, 2022

TO: Mark S. Swann – City Auditor

SUBJECT: Response to the Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

This letter acknowledges the City Manager's Office received the *Audit of Dangerous and Aggressive Dogs Investigation and Determination Process* and submitted responses to the recommendations in consultation with Dallas Animal Services and the City Attorney's Office.

The City of Dallas has focused on improving Dallas Animal Services' internal control environment, operating results, and transparency. We are pleased that these improvements have led to tangible and meaningful positive results, including a 20-30% increase in the live release rates for the past three years, compared to 2015's live release rate of 62.5%. Additionally, Dallas Animal Services has made significant improvements in its field operations and requested an audit of its processes to determine if additional opportunities exist to improve processes and address residents' concerns.

We appreciate the auditor's work and their thoughtful recommendations. Dallas Animal Services believes implementing these recommendations will provide the tools necessary to ensure owners of dangerous and aggressive dogs comply with City requirements.

Additionally, we recognize the importance of a thorough, impartial, and prompt investigation process. Dallas Animal Services agrees that establishing an overall timeframe goal for completing the investigation and determination process will enhance the process and reduce public safety risk. Further, we believe enhancements to the reporting of dangerous and aggressive dogs and Dallas Animal Services' information system will further increase transparency and better assist management with more complete and accurate data that Dallas Animal Services will leverage to manage its processes.

August 19, 2022

Page 2 of 2

Sincerely,

A handwritten signature in black ink, appearing to read 'T.C. Broadnax', written over a circular scribble.

T.C. Broadnax
City Manager

C: Chris Caso, City Attorney
Genesis D. Gavino, Chief of Staff
Jack Ireland, Chief Financial Officer
Carl Simpson, Assistant City Manager
Melissa Webber, Director, Dallas Animal Services

Memorandum



CITY OF DALLAS

DATE: August 17, 2022

TO: Mark S. Swann – City Auditor

SUBJECT: Response to the Audit of Dangerous and Aggressive Dogs Investigation and Determination Process

This letter acknowledges the City Attorney's Office received the *Audit of Dangerous and Aggressive Dogs Investigation and Determination Process* and submitted responses to the recommendations in consultation with Dallas Animal Services.

The City Attorney's Office has reviewed the audit report dated August 10, 2022, and agrees to implement audit recommendation A.1 to amend Dallas City Code Sections 7-5.15 and 7-5.16 regarding aggressive dogs to describe the procedure for a noncompliance hearing involving aggressive dog ownership and to clarify that the municipal court, not the director, will make the determination of whether the owner complied with the requirements for ownership of an aggressive dog.

Regarding witness testimony, the City Attorney's Office regularly contacts witnesses via phone, email, and first-class mail to ensure their attendance at all court hearings. In most cases, the complainant is the key witness and will appear because the complainant has a personal interest in the outcome of the appeal hearing. However, there is no guarantee that once contacted by the City Attorney's Office that a witness will attend the court hearing. Several factors may contribute to a witness absence. (i.e., City Attorney's Office had insufficient notice of the appeal hearing which resulted in the witness receiving late notice, the witness was no longer interested in pursuing the case, the witness was unavailable due to COVID-19, the witness lacked transportation to attend, or the witness relocated outside the city limits.) Additional analysis would be required to determine what factors may have accounted for the witness absence in the ten overturned cases.

Additionally, the City Attorney's Office will recommend extending the deadline for the owner of a dangerous dog to comply with the ownership requirements to 30 days from 15 days in accordance with state law. The City Attorney's Office will also recommend amending Dallas City Code Sections 7-5.4, 7-5.5, and 7-5.6 to require service on the City's Secretary Office of all notices of appeal to a justice of the peace or county court. This amendment will streamline the notice process and make it more efficient for the department to receive timely notices of appeal.

Sincerely,

/s/ Christopher J. Caso

Christopher J. Caso

City Attorney

C: T.C. Broadnax, City Manager

Tammy Palomino, First Assistant City Attorney

Patricia De La Garza, Chief of Litigation

Ayeh Powers, Managing Attorney

Rodney Patten, Chief of Municipal Prosecution

Assessed Risk Rating	Recommendation	Concurrence and Action Plan	Implementation Date	Follow-Up/ Maturity Date
High	We recommend the Director of Dallas Animal Services , in consultation with the City Attorney :			
	<p>A.1: Recommend the City Council consider technical revisions to <i>Dallas City Code, Chapter 7, Animals, Article V-a. Aggressive Dogs</i> which include:</p> <ul style="list-style-type: none"> In Section 7-5.15, describe how the noncompliance hearings will be held or remove the words "Noncompliance Hearing," from the title of the section. In Section 7-5.16 (c), change the responsible party to the Municipal Court. 	<p>Agree: Dallas Animal Services (DAS) will, in consultation with the City Attorney, recommend the City Council consider revisions to the Dallas City Code to address the audit recommendation.</p>	12/31/2022	3/31/2023
High	We recommend the Director of Dallas Animal Services :			
	<p>A.2: Develop formal policies and procedures for ensuring owners comply with the requirements for owning dangerous and aggressive dogs.</p>	<p>Agree: DAS has drafted formal procedures for ensuring owners comply with the requirements for owning dangerous and aggressive dogs. In the following months, DAS will test, formalize, and train applicable staff on the procedures.</p>	3/31/2023	6/30/2023

Assessed Risk Rating	Recommendation	Concurrence and Action Plan		Implementation Date	Follow-Up/ Maturity Date
Moderate	We recommend the Director of Dallas Animal Services:				
	B.1: Set a realistic overall target for completion of the investigation and determination process.	Agree:	DAS' overall target for completion of the investigation and determination process is impacted by the department's staffing level. Following the adoption of the fiscal year 2022-2023 budget, DAS will review the overall target for investigation and determination at anticipated staffing levels. DAS will then ensure applicable procedures include an overall target and staff is trained on the procedures.	12/31/2022	3/31/2023
	B.2: Monitor timeliness toward meeting the overall target for completion of the investigation and determination process and adjust procedures if needed.	Agree:	Following the implementation of recommendation B.1, DAS will periodically monitor actual timeframe results against the targeted timeframe for investigations and determinations. DAS will update their procedures should they determine that the overall timeframe should be revised.	12/31/2023	6/30/2024
Moderate	We recommend the Director of Dallas Animal Services:				
	C.1: Complete the reporting of dangerous and aggressive dogs in the Chameleon system and implements information system internal controls, such as validity, logical access, accuracy, and completeness.	Agree:	DAS has identified and corrected the error that resulted in duplicate entries. Additionally, DAS has completed a work instruction to help ensure proper reporting of dangerous and aggressive dogs. Additionally, DAS is in the process of scheduling Chameleon to provide consulting services on maximizing the software for the reporting of dangerous and aggressive dogs and configuring the system's integrated internal controls.	6/30/2023	12/31/2023



OFFICE OF THE CITY AUDITOR

FISCAL YEAR 2023
RECOMMENDED AUDIT WORK PLAN

October 3, 2022

MARK S. SWANN
CITY AUDITOR

The Office of the City Auditor shines light on City government operations.



FISCAL YEAR 2023 RECOMMENDED AUDIT WORK PLAN

The Office of the City Auditor's mission is to collaborate with elected officials and employees to elevate public trust in government by providing objective assurance, investigation, and advisory services.

The City of Dallas (City) Office of the City Auditor performs work for and under the direction of the Dallas City Council. The Fiscal Year 2023 Recommended Audit Work Plan (Audit Plan) is designed to address risks related to the delivery of City services and satisfy responsibilities established by the Dallas City Charter, meet the needs of the City Council, and outline the professional services that the Office of the City Auditor plans to initiate and/or complete during the Fiscal Year 2023.

This Audit Plan is based on a risk prioritization assessment updated in Summer 2022 and requests received from City management, council members, and audit staff. The Audit Plan attempts to identify the risks that matter and provide City-wide audit coverage by allocating 22,000 resource hours to complete 19 audit or attestation engagements and other advisory services.

This Audit Plan is a working document in which the City Auditor is authorized to amend the Audit Plan when deemed necessary by the City Auditor's professional judgment. The City Council will be notified concerning additions to, deletions, or other changes to this Audit Plan. The Audit Plan includes audits, attestation engagements, and other advisory services.

AUDIT AND ATTESTATION SERVICES

The Office of the City Auditor complies with generally accepted government auditing standards when performing audits and attestation engagements. These standards provide a framework for conducting high-quality audits and attestation engagements with competence, integrity, objectivity, and independence. The types of audits and attestation engagements performed under these standards include:

PERFORMANCE AUDITS

The Office of the City Auditor conducts performance audits to provide objective analysis to assist City management, and those charged with governance and oversight to: (1) improve program performance and operations; (2) reduce costs; (3) facilitate decision-making by parties with responsibility to oversee or initiate corrective action; and, (4) contribute to public accountability. Performance audit objectives vary widely and can include assessments of program effectiveness, economy, and efficiency; internal control; compliance; and prospective analyses.

ATTESTATION ENGAGEMENTS

The Office of the City Auditor conducts attestation engagements to address a broad range of financial or non-financial objectives. An attestation engagement results in an examination, a review, or an

agreed-upon procedures report on a subject matter or an assertion about a subject matter that is the responsibility of another party.

FINANCIAL AUDITS

The Office of the City Auditor conducts financial audits to provide an independent assessment of whether an entity's reported financial information (e.g., financial condition, results, and use of resources) is presented fairly and follows recognized criteria. Financial audits provide users with statements concerning the reliability of information and provide information about internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements.

OTHER PROFESSIONAL SERVICES

The Office of the City Auditor provides other professional services which may or may not be performed following generally accepted government auditing standards. These additional professional services include:

CITY COUNCIL SUPPORT

The Office of the City Auditor is authorized to conduct audits, attestation engagements, or other professional services for individual City Council Members, provided the request will not impact the completion of the Audit Plan. If, in the judgment of the City Auditor, a recommendation will impact the completion of the Audit Plan, the City Auditor is to request that the Council Member submit the request in writing for consideration and approval by the Government Performance & Financial Management Committee, or its equivalent, and the City Council as an amendment to the Audit Plan. All work products will be produced at the direction of the City Auditor.

MANAGEMENT ASSISTANCE

The Office of the City Auditor is authorized to perform audits and attestation services, and other professional services at the request of City management to assist in carrying out City management's responsibilities. These services may include, but are not limited to, providing technical advice, such as participating in committees, task force groups, panels, and focus groups. The Office of the City Auditor may provide City management assistance based on consideration of the impact on auditor independence and audit plan completion.

LITIGATION SUPPORT

The Office of the City Auditor is authorized to perform audits, attestation services, and other professional services at the request of the City Attorney. The services provided by the Office of the City Auditor depend on the needs of the City Attorney. These services may include but are not limited to research, analysis, and computer forensics.

INDEPENDENCE DISCLOSURES

Section 40-A.2. (c)(C) of the Dallas City Code designates the City Auditor as a voting member of the Employees' Retirement Fund Board of Trustees. Generally accepted government auditing standards require the Office of the City Auditor to disclose impairments to independence. The Office of the City Auditor lacks independence concerning any audit work that might be conducted at the Employees' Retirement Fund. If applicable, the effects of this independence concern on audit work will be identified in any final reports.

COMPETENCY AFFIRMATION

The City Auditor reviewed the recommended Audit Plan. The City Auditor believes the Office of the City Auditor staff and contracted specialists possess adequate professional competence to address potential audit engagement objectives. Also, the City Auditor believes the Office of the City Auditor can maintain objectivity while performing the recommended audit engagements.

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
1	311	311 Customer Service	→ Are common customer service calls closed out timely and effectively?	900
2	City Controller's Office	Debt Management Process	<ul style="list-style-type: none"> → Is the City compliant with its Financial Management Performance Criteria for Capital and Dept Management? → Are the debt management policies, practices, and processes reflective of the Government Finance Officers Association's best debt management practices? → Are bond issuances in compliance with regulatory agencies and Securities and Exchange Commission Rule 15c2-12? → Are service agreements and fee structures with the City's debt service providers in the City's best interest? → How do the City's debt management practices compare with the other peer cities in Texas? 	900
3	City Controller's Office / Procurement Services	Unusual Financial Transactions	<ul style="list-style-type: none"> → Are there duplicate payments without refunds? → Are there employees and vendors with matching banking information? → Are there unusual credit card purchases? → Are there any unexplainable duplicate tax identification numbers in the vendor address master file? → Are there unexplainable additions, deletions, or changes to the vendor address master file? → Are City vendors complying with business license requirements? 	900

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
4	Dallas Fire-Rescue	Payroll Process	<ul style="list-style-type: none"> → Are controls in place to ensure worked hours were accurately recorded and approved? → Are injuries in the line of duty approved, recorded, and paid following City Personnel Rules? → Are act-in-charge events recorded and paid following City Personnel Rules? → Are new hires, increments, and class changes approved, recorded, and paid following Personnel Rules? → Was there any unusual overtime usage that indicates waste or abuse? → Does Dallas Fire-Rescue manage overtime in a way that limits the financial and operational impact on Department service delivery objectives? 	900
5	Dallas Fire-Rescue and Dallas Police	911 Communications	<ul style="list-style-type: none"> → Are 911 calls received and responded to timely? → Are 911 calls coded correctly and consistently? → Are performance measures accurately captured, tracked, and reported to appropriate parties to evaluate and manage actual performance? → Are 911 center employees trained to meet job expectations and monitored to ensure proper protocols and procedures are followed? 	900
6	Dallas Police	Body-Worn and In-Car Camera Operations	<ul style="list-style-type: none"> → Are controls in place to ensure body-worn camera users comply with the Dallas Police Department's directives for body-worn cameras? → Are controls in place to ensure compliance with the Dallas Police Department's directives for in-car cameras? 	900

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
7	Dallas Water Utilities	Wastewater Collections and Treatment	→ Is the Department complying with reporting requirements for wastewater collection and treatment?	900
8	Human Resources / Civil Service	Human Capital Management	<ul style="list-style-type: none"> → Do the City-wide talent retention and development practices reflect best practices? → What is the history of human capital management-related assessments in the City, and where do recommendations align and diverge? → What organizational structure will best enable the City to recruit, retain and develop talent efficiently and effectively? → Do succession plans exist for City Council direct reports and City department directors? 	900
9	Information Technology Services and Other Departments	Cloud Computing Cybersecurity	<ul style="list-style-type: none"> → Do the City's cloud computing contract requirements reflect best practices to protect the City's information assets? → Are the City's largest cloud computing vendors complying with contract requirements regarding cybersecurity? 	900
10	Procurement Services	Procurement Advertisement Practice	<ul style="list-style-type: none"> → Does the procurement advertisement practice reflect best practices to promote competition and competitive pricing? → Are scopes of work or specifications written to promote competition and competitive pricing? 	600
11	Office of Bond and Construction Management	2017 Bond Program	→ Are the 2017 Bond Program meeting expectations for project delivery?	900

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
12	Office of Budget & Management Services	Franchise Fees Compliance	→ Verify franchise fees (which may include utilities, cable, and telephone), identified by a third-party vendor on a percentage of recovery basis, are received by the City and vendor invoices are accurate.	100
13	Office of Budget & Management Services	Sales/Use Tax Compliance	→ Verify sales/use taxes, identified by a third-party vendor on a percentage of recovery basis, are received by the City and vendor invoices are accurate.	300
14	Office of Emergency Management	Emergency Management Operations Center Activation	<ul style="list-style-type: none"> → Is the activation of the Office of the Emergency Management Operations Center following procedures? → Are plans and policies for activation current? 	900
15	Office of Environmental Quality and Sustainability	Climate Action Plan	<ul style="list-style-type: none"> → Does the Climate Action Plan prioritize activities that will have the most impact? → Are oversight mechanisms in place to help the City meet its Climate Action Plan goals? → Is the Office of Environmental Quality and Sustainability reporting regularly on its progress toward Climate Action Plan Goals? 	900
16	Office of Equity and Inclusion	Racial Equity Plan	<ul style="list-style-type: none"> → Does the Racial Equity Plan prioritize activities that will have the most impact? → Are oversight mechanisms in place to help the City meet its Racial Equity Plan goals? → Is the Office of Equity and Inclusion reporting regularly on its progress toward Racial Equity Plan Goals? 	900

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
17	Sanitation Services	Personnel	<ul style="list-style-type: none"> → Are department procedures effective in ensuring the fair application of personnel decision-making processes (hiring, promotion, discipline, termination, etc.)? → Do department procedures support fairness in the assignment of equipment, work assignments, and other personnel benefits (Uniform Vouchers, etc.)? 	900
18	Small Business Center	Minority and Women-Owned Business Enterprise Participation	<ul style="list-style-type: none"> → Are City procurements meeting the City's goals for Minority and Women-Owned Business Enterprise participation? → If goals are not met, is the City documenting the good faith effort? 	900
19	Youth Commission	Youth Services	<ul style="list-style-type: none"> → Are there opportunities to increase the effectiveness of the City's limited youth services resources? → Is the City coordinating with other service providers to reduce duplication of services? 	900
20	Multiple Departments	Fiscal Year Budget Revenue Estimates	→ Does the City of Dallas have effective processes to ensure reasonable proposed budget revenues are included in the City Manager's <i>Fiscal Year 2023-24 Proposed Annual Budget</i> ?	900
21	Multiple Departments	Domestic Violence Prevention and Response Coordination and Effectiveness	<ul style="list-style-type: none"> → Are the departments working to prevent domestic violence and support victims coordinating effectively? → Are domestic violence prevention programs achieving the intended results? 	900

No.	Department/ Division	Topic	Preliminary Objective(s)	Hours Estimate
Fiscal Year 2023 Audit Work Plan				
22	Department to be Determined	Housing Inventory	<ul style="list-style-type: none"> → What is the number of single-family housing units in the City? → What is the number of multi-family housing units in the City? → What is the three-year average of additions and reductions for single-family housing units? <p>What is the three-year average of additions and reductions for multi-family housing units?</p>	900
23	Department to be Determined	Capital Project	<ul style="list-style-type: none"> → Are controls implemented to ensure fiscal management and administrative oversight for individual major construction projects? → Are costs charged to the construction project supported, reviewed, and approved? → Are costs closed out and capitalized in the City's fixed asset records? 	900

No.	Department/ Division	Topic	Potential Objective(s)	Hours Estimate
In-Progress Engagements from Fiscal Year 2022 Audit Work Plan				
1	Aviation	Cybersecurity	→ How do Aviation cybersecurity capabilities benchmark with the Cybersecurity Capability Maturity Model (C2M2), Version 2 Toolkit? <ul style="list-style-type: none"> a) Asset, Change, and Configuration Management b) Threat and Vulnerability Management c) Risk Management d) Identity and Access Management e) Situational Awareness f) Event and Incident Response, Continuity of Operations g) Third-Party Risk Management h) Workforce Management i) Cybersecurity Architecture j) Cybersecurity Program Management 	700
2	City Attorney – Community Court	Community Courts Treatment Services	→ Are controls in place to ensure that the financial activities of the Community Court comply with applicable City of Dallas financial policies? → Are case files identified, tracked, and monitored for changes in case disposition authorized by a judge and changes in disposition recorded? → Are case files secured?	100
3	City Controller's Office	Short-Term Rental and Hotel Occupancy Tax Collections	→ Are processes in place to ensure updated and complete populations for collections? → Are internal controls in place and effective to ensure all payments received are recorded and deposited timely?	250

No.	Department/ Division	Topic	Potential Objective(s)	Hours Estimate
In-Progress Engagements from Fiscal Year 2022 Audit Work Plan				
4	Civil Service	Personnel Appeals	→ Are policies and procedures effective in ensuring the fair application of internal employee appeals and appeals of terminations and demotions of City employees?	125
5	Dallas Fire-Rescue	Uniform Personnel Recruitment and Candidate Selection	→ Are candidate sourcing strategies and community outreach effective? → Does the candidate selection process reflect best practices and promote a quality hire?	125
6	Dallas Police	Uniform Personnel Recruitment and Candidate Selection	→ Are candidate sourcing strategies and community outreach effective? → Does the candidate selection process reflect best practices and promote a quality hire?	125
7	Development Services	Enterprise Fund Expenses	→ What are the top ten expense categories the Development Services Enterprise Fund uses? Do the uses promote the public good? → Are there unusual financial transactions where the public benefit cannot be explained?	400

No.	Department/ Division	Topic	Potential Objective(s)	Hours Estimate
In-Progress Engagements from Fiscal Year 2022 Audit Work Plan				
8	Equipment and Fleet Maintenance	Fleet Downtime Performance Monitoring	<ul style="list-style-type: none"> → What is the source of various fleet downtime data? → How does the City of Dallas ensure the reliability of the collected downtime data? → What is the mean downtime or mean time to repair by vehicle category? → Has any of the downtime of any equipment resulted in needing to rent replacement equipment? If yes, how much did that cost? → What is the mean time between repairs for vehicles? → How do criteria used for fleet/equipment replacement compare to other similar cities/industry standards? → What is the mean downtime for vehicle body repair? → What percentage of vehicles experience downtime for bodywork versus mechanical work? 	100
9	Housing and Neighborhood Revitalization	Home Buying and Preservation Assistance	<ul style="list-style-type: none"> → Does the Homebuyer Assistance Program: (1) align with governance requirements and, (2) meet the City's objectives for the program? 	300
10	Human Resources / Civil Service	Talent Acquisition	<ul style="list-style-type: none"> → Is the talent acquisition process efficient? → Are candidate sourcing strategies and community outreach effective? → Does the candidate selection process reflect best practices and promote a quality hire? → Are candidate sourcing strategies aligned with the City's diversity strategy? 	125

No.	Department/ Division	Topic	Potential Objective(s)	Hours Estimate
In-Progress Engagements from Fiscal Year 2022 Audit Work Plan				
11	Information and Technology Services	SAP Business Consulting Division/ Deloitte Consulting	<ul style="list-style-type: none"> → Is SAP user-provisioning managed and access maintained using the principle of least privilege? → Are the Deloitte Consulting contract performance and billings to contract pricing terms monitored? → Is contracting with a third party efficient for this service? 	900
12	Office of Environmental Quality & Sustainability	Environmental Stewardship Training	<ul style="list-style-type: none"> → Is the environmental stewardship training program effective and efficient? 	250
13	Office of Risk Management	General Liability and Subrogation Claims Administration	<ul style="list-style-type: none"> → Do citizens have a fair and accessible means to address claims? → Are claims reserve amounts and insurance coverage methodically determined? → Do controls ensure subrogation amounts and/or insurance claims are identified, investigated, and collected? 	550

No.	Department/ Division	Topic	Potential Objective(s)	Hours Estimate
Prescribed Assurance or Other Services				
1	Multiple Departments	Special Audits	Conduct audits under <i>Chapter IX, Section 4</i> of the City Charter of officers who vacate their offices due to death, resignation, removal, or expiration of term.	900
2	Multiple Departments	Attestations	Conduct audits under City Administrative Directive 4.5 - <i>Contracting Standards and Procedures</i> , of all construction projects with an estimated contract award of \$50 million and greater, before City Council consideration.	600
3	Multiple Departments	Prior Audit Follow-Up	City Auditor Responsibilities and Administrative Procedure Requirement to evaluate City Management's implementation of high-impact prior audit recommendations.	1,200
4	Multiple Departments	Council and Management Assistance	Unplanned assurance or advisory services requested by the Mayor, Council Members, or City management. Review Council annual attendance records in accordance with <i>Council Rules of Procedures 4.13</i> .	2,000

Audit Plan Total Estimated Work Hours 27,750

Available Resource Work Hours 22,000



City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2227

Item #: E.

Application of Oncor Electric Delivery Company LLC for Authority to Change Rates
[Nikolaus Fehrenbach, Manager of Regulatory Affairs & Utility Franchise, Budget & Management Services]



City of Dallas

Application of Oncor Electric Delivery Company LLC for Authority to Change Rates

**Government Performance and
Financial Management
October 3, 2022**

**Nick Fehrenbach
Manager of Regulatory Affairs
Budget and Management Services**

Overview



- Update City Council on the application of Oncor Electric Delivery Company LLC for authority to change rates
- Discuss next steps



Current Filing



- On May 13, 2022, Oncor Electric Delivery Company LLC (Oncor) filed an application for authority to change rates with the City of Dallas
- Requested an annual increase in rates of \$251 million system wide
 - See Appendix for map of service area
- Rates were set to become effective June 17, 2022
- Average residential customer using 1,300 kWh of electricity would see a monthly increase of \$6.02 (11.2 Percent increase)
- Streetlighting rates to increase by 1.6%
- Oncor filed the request with all cities in their service area and the Public Utility Commission of Texas (PUC) Docket Number 53601



Current Filing



- Pursuant to the Texas Public Utilities Act, a regulatory authority such as the City of Dallas has 35 days to take action on a request to change rates
 - If no action is taken within 35 days the rates are deemed administratively approved as filed
 - Rates were set to become effective June 17, 2022
- City may suspend the effective date for an additional 90 days from the requested effective date
 - Provides additional time to review the filing and determine if the requested rates are justified
 - Deadline to set rates would become September 15, 2022



Current Filing



- On May 25, 2022, the City of Dallas suspended Oncor's rate request for an additional 90 days, Resolution No. 22-1199
- Oncor modified its original filing changing the requested effective date from June 17, 2022 to August 1, 2022
- The new deadline for City action after the 90 suspension is October 30, 2022



Oncor Cities Steering Committee



- City of Dallas is a member of the Oncor Cities Steering Committee (OCSC)
 - Executive committee member of OCSC
 - Coalition of 169 cities in the Oncor service area
 - Represents cities in rate cases and legislative matters pertaining to electricity since the early 1990s
 - Funded by a per capita assessment on member cities
- City of Dallas annual membership cost is \$134,505
 - Allows cities to coordinate review efforts
 - Reduces duplication of effort by various cities
 - Limits number of qualified consultants to assist on this complex of a case within the statutory deadlines



Oncor Cities Steering Committee



- Consultants retained by OCSC have thoroughly reviewed the filing and determined:
 - The requested rate increase was not justified
 - Oncor's rates are excessive
 - Filed testimony in PUC Docket Number 53601
 - Settlement discussions with Oncor are ongoing



Next Steps



- October 12, 2022 agenda item to adopt resolution denying Oncor's requested rates
- Deadline for City action is October 30, 2022
- Current rates will remain in effect until new rates are set by the PUC on appeal
- Oncor will appeal denial to PUC and case will be consolidated with PUC Docket Number 53601
- City will continue to work with OCSC to participate in the PUC proceeding





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City of Dallas

Application of Oncor Electric Delivery Company LLC for Authority to Change Rates

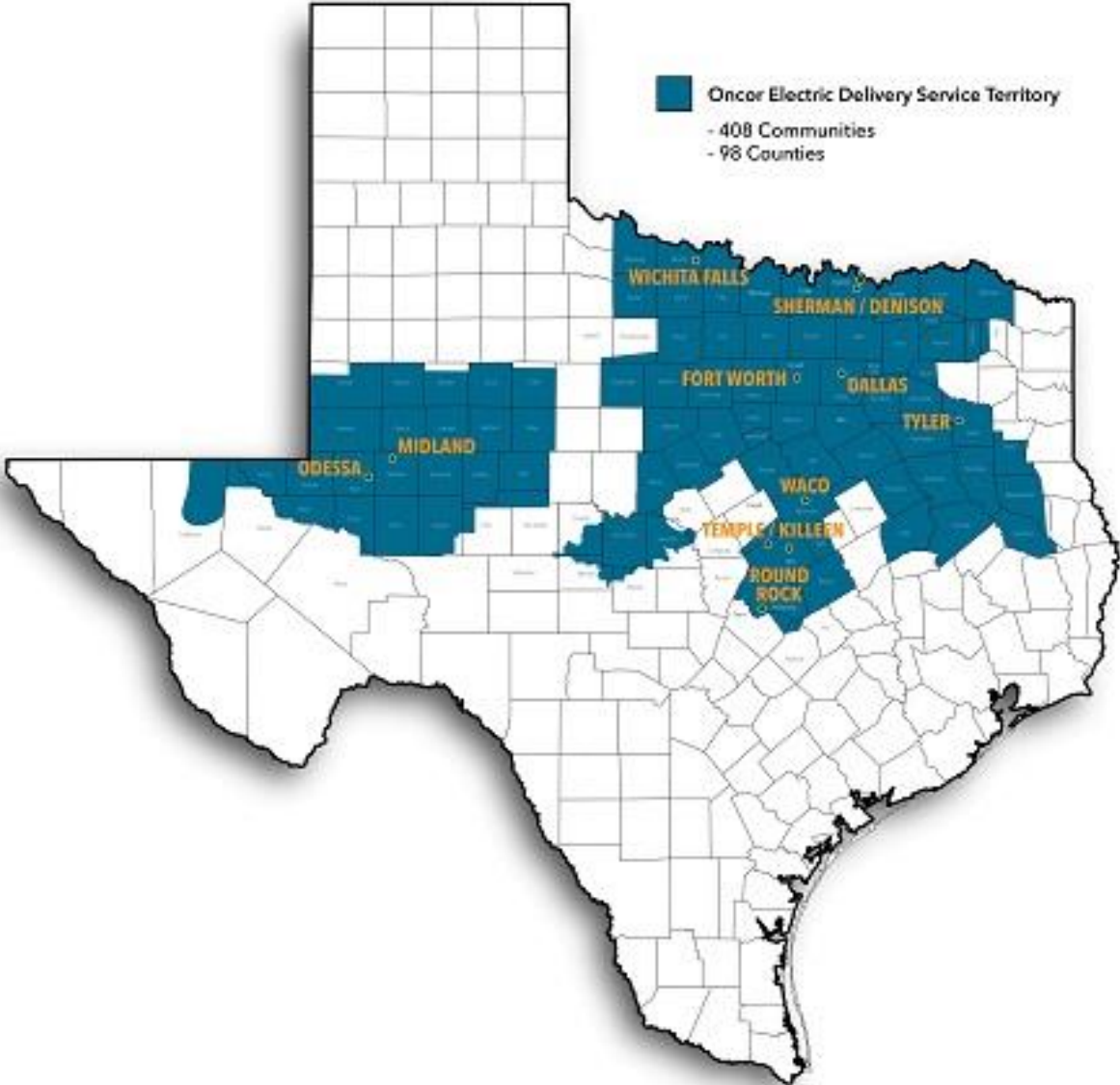
**Government Performance and
Financial Management
October 3, 2022**

**Nick Fehrenbach
Manager of Regulatory Affairs
Budget and Management Services**



Appendix

Service Area Map





City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-673

Item #: F.

Budget Accountability Report (Information as of July 31, 2022)
[Budget & Management Services]

BUDGET ACCOUNTABILITY REPORT

As of July 31, 2022



Prepared by Budget & Management Services

1500 Marilla Street, 4FN
Dallas, TX 75201

214-670-3659
financialtransparency.dallascityhall.com

EXECUTIVE SUMMARY

Financial Forecast Report

Operating Fund	Year-End Forecast vs. Budget	
	Revenues	Expenses
General Fund	✓	✓
Aviation	9% over budget	6% over budget
Convention and Event Services	10% over budget	10% over budget
Development Services	16% over budget	✓
Municipal Radio	19% under budget	6% under budget
Sanitation Services	✓	✓
Storm Drainage Management	✓	✓
Dallas Water Utilities	7% over budget	✓
Bond and Construction Management	✓	15% under budget
Equipment and Fleet Management	✓	✓
Express Business Center	31% over budget	✓
Information Technology	✓	✓
Radio Services	✓	✓
9-1-1 System Operations	6% over budget	✓
Debt Service	✓	✓

✓ YE forecast within 5% of budget

Dallas 365

Year-to-Date

✓ 19
On Target

! 5
Near Target

✗ 11
Not on Target

Year-End Forecast

✓ 22
On Target

! 5
Near Target

✗ 8
Not on Target

Budget Initiative Tracker

● 3
Complete

! 0
At Risk

✓ 32
On Track

✗ 0
Canceled

FINANCIAL FORECAST REPORT

The Financial Forecast Report (FFR) provides a summary of financial activity through July 31, 2022, 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, 2021, effective October 1, 2021, through September 30, 2022. 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, 2022. The variance is the difference between the FY 2021-22 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 July 31, 2022.

	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$272,058,286	\$272,058,286		\$287,241,830	\$15,183,544
Revenues	1,535,018,900	1,560,076,196	1,430,025,719	1,595,210,699	35,134,503
Expenditures	1,535,018,900	1,560,076,196	1,247,086,212	1,567,545,615	7,469,418
Ending Fund Balance	\$272,058,286	\$272,058,286		\$314,906,914	\$42,848,629

Fund Balance. As of July 31, 2022, the beginning fund balance for the adopted and amended budgets and YE forecast reflects the FY 2020-21 audited unassigned ending fund balance and includes FY 2020-21 YE savings.

Revenues. Through July 31, 2022, General Fund revenues are projected to be \$35,135,000 over budget. Sales tax revenue is projected to be \$28,604,000 over budget based on actual collection trends. Additionally, Franchise and other revenue is forecast to be \$5,856,000 over budget. This is partially offset by decline in fines and forfeitures and operating transfers in. Fines and forfeitures fees combined with operating transfers in are projected to be \$8,567,000 under budget.

Expenditures. Through July 31, 2022, General Fund expenditures are projected to be \$7,469,000 over budget primarily due to uniform overtime expenses and contractual services such as temporary staffing. These expenses are partially offset by salary savings from vacant uniform and non-uniform positions across all General Fund departments.

FY 2021-22 Amended Budget. City Council amended the General Fund budget on:

- December 8, 2021, by resolution #21-2023 in the amount of \$197,558 for the establishment of the Inspector General Division.
- May 11, 2022, by ordinance #32193 in the amount of \$24,859,738 due to additional sales tax revenue and intergovernmental revenue from Dallas County. This allocation will be used for the maintenance and operation of various departments and activities.

FY 2021-22 Financial Forecast Report

GENERAL FUND REVENUE

Revenue Category		FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
1	Property Tax	\$876,483,968	\$876,483,968	\$876,175,644	\$878,236,382	\$1,752,414
2	Sales Tax	344,283,066	364,294,064	335,437,080	392,897,924	28,603,860
3	Franchise and Other	117,599,602	117,599,602	72,501,451	123,455,337	5,855,735
4	Charges for Services	108,668,947	108,668,947	84,856,989	111,542,487	2,873,540
5	Fines and Forfeitures	26,390,716	26,390,716	18,986,055	22,857,046	(3,533,670)
6	Operating Transfers In	32,918,730	33,116,288	14,254,030	28,083,394	(5,032,894)
7	Intergovernmental	13,101,905	17,950,645	11,772,098	19,490,278	1,539,633
8	Miscellaneous	8,877,610	8,877,610	10,124,370	10,719,048	1,841,438
9	Licenses and Permits	5,844,356	5,844,356	4,302,965	5,628,271	(216,085)
10	Interest	850,000	850,000	1,615,038	2,300,531	1,450,531
Total Revenue		\$1,535,018,900	\$1,560,076,196	\$1,430,025,719	\$1,595,210,699	\$35,134,503

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. City Council increased the sales tax budget to be \$364,294,064 on May 11 as part of the mid-year appropriations adjustment process. Revenues are forecast to be \$28,604,000 over the amended budget based on actual collection trends ten months into the fiscal year and continued growth for the remainder of the fiscal year. The revised forecast is based on analysis by our contract economist considering strong wage and employment growth as well as inflation.

5 Fines and Forfeitures. Fines and forfeitures are projected to be \$3,534,000 under budget primarily due to declines in citations filled with the court (22.9 percent decline compared to the same period last year from October to July), in addition to decline in parking fine activity.

6 Operating Transfers In. The revenue budget for Operating Transfers In was amended on December 8, 2021 by resolution #21-2023 in the amount of \$197,558 for the establishment of the Inspector General Division. Revenues are forecast to be \$5,033,000 under budget primarily because General Fund revenue is forecast to exceed the budgeted amount, eliminating the need for the Sports Arena transfer.

7 Intergovernmental. City Council increased Intergovernmental revenue by \$4,849,000 on May 11 as part of the mid-year appropriations adjustment process, due to an unanticipated reimbursement from Dallas County, authorized on December 8, 2021 by resolution #21-1961. This reimbursement represents Dallas County's 50/50 cost participation in Public Works resurfacing projects that will mutually benefit both Dallas County and the City of Dallas.

8 Miscellaneous. Miscellaneous revenues are projected to be \$1,841,000 over budget primarily due to auction sales exceeding budget.

VARIANCE NOTES (continued)

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.

10 Interest. Interest revenue is projected to over budget by \$1,451,000 primarily due to improved market conditions and anticipated interest rate hikes.

FY 2021-22 Financial Forecast Report

GENERAL FUND EXPENDITURES

	Expenditure Category	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
	Non-uniform Pay	\$260,333,866	\$261,869,939	\$194,767,706	\$238,886,309	(\$22,983,630)
	Non-uniform Overtime	6,826,827	6,826,827	12,120,238	14,398,149	7,571,322
	Non-uniform Pension	35,609,192	37,712,500	28,583,286	34,638,422	(3,074,078)
	Uniform Pay	496,243,907	497,132,747	382,453,408	480,396,091	(16,736,656)
	Uniform Overtime	35,775,121	35,775,121	60,243,531	71,029,748	35,254,627
	Uniform Pension	171,394,327	171,394,327	136,166,719	172,169,453	775,126
	Health Benefits	73,731,868	73,765,142	45,237,732	73,765,142	0
	Workers Comp	10,115,891	10,115,891	0	10,115,891	0
	Other Personnel Services	12,262,614	12,286,173	9,160,551	12,228,468	(57,705)
1	Total Personnel Services	\$1,102,293,613	\$1,106,878,666	\$868,733,172	\$1,107,627,673	\$749,006
2	Supplies	75,425,847	78,771,479	68,017,580	88,464,454	9,692,975
3	Contractual Services	433,322,701	446,989,286	342,272,139	448,246,843	1,257,556
4	Capital Outlay	11,677,806	15,137,831	12,575,476	16,738,869	1,601,038
5	Reimbursements	(87,701,067)	(87,701,067)	(44,512,155)	(93,532,224)	(5,831,157)
	Total Expenditures	\$1,535,018,900	\$1,560,076,196	\$1,247,086,212	\$1,567,545,615	\$7,469,418

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 forecast to be \$749,000 over budget primarily due to uniform overtime expenses in Dallas Police Department (\$8,896,000) and Dallas Fire-Rescue (\$26,358,000) and non-uniform overtime expenses which are primarily offset by salary savings associated with vacant uniform and non-uniform positions across General Fund departments.

2 Supplies. Supplies are forecast to be \$9,963,000 over budget primarily due to radios and other expenses related to the Real-Time Crime Center; protective equipment for Dallas Police Department; various supplies for ambulance operations, in-house repairs, and preventive maintenance of Dallas Fire-Rescue fleet; increases in the cost for building materials used by Building Services; supplies for Park & Recreation facilities improvements; and usage of Transportation signal systems supplies.

3 Contractual Services. Contractual services are forecast to be \$1,258,000 over budget primarily due to repair work at various City facilities, emergency lighting repairs at Moss Park soccer fields, rental equipment for Public Work's in-house preservation service, various contractor service fees in Public Works, and temporary staffing costs across several General Fund departments. These costs are partially offset by savings in salary and benefit stabilization.

4 Capital Outlay. Capital outlay is forecast to be \$1,601,000 over budget primarily due to Public Works and Code Compliances equipment and supply chain interruptions in Park and Recreation; long wait times for materials orders have caused items ordered in the prior fiscal year to be reflected in the FY 2021-22 budget.

VARIANCE NOTES (continued)

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.

5 Reimbursements. Reimbursements are forecast to be \$5,831,000 better than budget primarily due to additional reimbursements from the Coronavirus Relief Fund and American Rescue Plan Act (ARPA) for eligible Dallas Fire-Rescue salary expenses, partially offset by a reduction in anticipated reimbursements for Dallas Police Department.

FY 2021-22 Financial Forecast Report

GENERAL FUND EXPENDITURES

#	Expenditure by Department	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
1	Arts and Culture	\$21,337,590	\$21,377,336	\$20,943,625	21,085,463	(\$291,873)
2	Budget and Management Services	4,512,904	4,541,156	3,136,477	4,322,537	(218,619)
3	Building Services	24,356,319	24,338,775	21,064,160	26,351,790	2,013,015
4	City Attorney	17,814,203	18,565,088	14,657,936	18,646,616	81,528
5	City Auditor	3,048,254	3,064,115	2,317,165	2,956,758	(107,357)
6	City Controller	7,764,698	7,804,952	6,569,661	7,754,577	(50,375)
7	Independent Audit	745,429	745,429	752,000	752,000	6,571
8	City Manager	2,933,212	2,987,300	2,612,520	3,214,724	227,424
9	City Secretary	3,050,306	3,068,256	2,373,486	3,068,256	0
10	Elections	104,713	283,013	90,815	283,013	0
11	Civil Service	3,021,703	3,037,119	1,861,855	2,651,429	(385,690)
12	Code Compliance	35,032,924	35,314,022	27,285,981	35,301,555	(12,467)
13	Court and Detention Services	24,077,721	24,005,239	20,455,946	24,057,329	52,090
14	Jail Contract	9,450,527	9,450,527	6,903,548	8,989,658	(460,869)
15	Dallas Animal Services	16,068,520	16,173,829	12,585,065	16,097,723	(76,106)
16	Dallas Fire-Rescue	335,699,096	336,663,887	278,115,285	351,586,451	14,922,564
17	Dallas Police Department	565,934,568	566,879,714	452,510,870	569,067,662	2,187,948
18	Data Analytics and Business Intelligence	3,988,372	4,058,538	2,397,126	3,179,463	(879,075)
19	Economic Development	3,252,177	3,541,806	3,233,177	3,525,704	(16,102)
20	Housing and Neighborhood Revitalization	3,825,426	3,815,087	1,995,218	3,697,406	(117,681)
21	Human Resources	7,199,251	7,387,253	5,567,905	7,168,977	(218,276)
22	Judiciary	3,675,924	3,850,484	3,110,764	4,194,124	343,640
23	Library	32,917,306	33,155,563	24,208,111	32,493,876	(661,687)
	Management Services					
24	311 Customer Service Center	5,079,860	5,130,513	2,638,980	4,833,663	(296,850)
25	Communications, Outreach, and Marketing	2,330,867	2,416,584	1,507,574	2,313,348	(103,236)
26	Community Care	9,204,147	9,242,978	4,271,490	9,068,087	(174,891)
27	Community Police Oversight	630,129	632,951	329,611	513,307	(119,644)
28	Emergency Management	1,130,290	1,135,003	830,645	1,077,398	(57,605)
29	Environmental Quality and Sustainability	4,255,762	4,319,929	3,388,937	4,165,326	(154,603)
30	Equity and Inclusion	2,644,998	2,898,879	2,056,060	2,639,384	(259,495)
31	Government Affairs	914,383	919,693	813,259	918,764	(929)
32	Historic Preservation	755,602	760,575	521,530	692,866	(67,709)
33	Homeless Solutions	11,913,143	11,987,770	9,373,838	11,987,770	0
34	Integrated Public Safety Solutions	4,969,809	4,984,006	2,063,456	4,330,489	(653,517)
35	Small Business Center	2,454,801	2,509,055	1,080,324	2,123,364	(385,691)
36	Mayor and City Council	5,351,007	5,432,068	4,332,714	5,510,510	78,442
37	Non-Departmental	115,542,145	122,818,281	96,577,664	118,161,950	(4,656,331)
38	Park and Recreation	99,627,169	101,068,491	86,501,319	102,323,313	1,254,822
39	Planning and Urban Design	4,209,553	6,752,112	4,301,996	6,541,414	(210,698)
40	Procurement Services	3,082,909	3,103,102	2,225,483	2,749,966	(353,136)
41	Public Works	76,357,799	81,871,019	72,413,685	81,871,019	0
42	Transportation	45,249,577	45,298,648	37,108,950	45,297,777	(871)
	Total Departments	\$1,525,515,093	\$1,547,390,145	\$1,247,086,212	\$1,557,566,808	\$10,176,662
43	Financial Reserves	0	0	0	0	0
44	Liability/Claims Fund Transfer	4,483,807	9,483,807	0	9,483,807	0
45	Salary and Benefit Stabilization	5,020,000	3,202,244	0	495,000	(2,707,244)
	Total Expenditures	\$1,535,018,900	\$1,560,076,196	\$1,247,086,212	\$1,567,545,615	\$7,469,418

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.

1 Arts and Culture. City Council increased OAC's budget by \$40,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

2 Budget and Management Services. City Council increased BMS's budget by \$28,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

3 Building Services. City Council decreased BSD's budget by \$18,000 on May 11 by ordinance #32193 to reallocate existing resources between various City departments, partially offset by an increase for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. BSD is projecting to be \$2,013,000 over budget primarily due to increased cost of materials due to inflation, emergency projects such as asbestos abatement, and a reduction in reimbursable work orders.

4 City Attorney. City Council increased CAO's budget by \$197,558 on December 8 by resolution #21-2023 and by \$553,000 on May 11 by ordinance #32193 for the establishment of the Inspector General Division, one-time Employee Retirement Fund (ERF) pension costs, and the Compensation Study Phase II implementation. CAO is projected to be \$82,000 over budget primarily due to termination payouts for retiring employees.

5 City Auditor. City Council increased AUD's budget by \$16,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

6 City Controller. City Council increased CCO's budget by \$40,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation, partially offset by a decrease to reallocate existing resources between various City departments.

7 Independent Audit. The Independent Audit is projected to be \$7,000 over budget due to an increase contract cost.

8 City Manager. City Council increased CMO's budget by \$54,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments. CMO is projected to be \$227,000 over budget due to termination payouts for retiring employees and personnel costs associated with organizational changes made effective in February.

9 City Secretary. City Council increased SEC's budget by \$18,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

10 Elections. City Council increased Election's budget by \$178,000 on May 11 by ordinance #32193 due to a higher-than-anticipated contract expense with the Dallas County Elections Department for the June 5, 2021 Joint Runoff Election and advertising (\$382,000), partially offset by a refund from the May 1, 2021 Joint Election (\$203,000) due to final costs being less than the City's deposit.

VARIANCE NOTES (continued)

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.

11 Civil Service. City Council increased CVS's budget by \$15,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. Civil Service is projected to be \$386,000 under budget primarily due to salary savings associated with eight vacant positions.

12 Code Compliance. City Council increased CCS's budget by \$281,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

13 Court and Detention Services. City Council decreased CTS's budget by \$72,000 on May 11 by ordinance #32193 to reallocate existing resources between various City departments, partially offset by an increase for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. CTS is projecting to be \$52,000 over budget primarily due to the school crossing guard service contract and overtime expenses, partially offset by salary savings associated with 70 vacant positions.

14 Jail Contract. The Jail Contract is projected to be \$461,000 under budget due to a new contract with Dallas County.

15 Dallas Animal Services. City Council increased DAS's budget by \$33,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

16 Dallas Fire-Rescue. City Council increased DFR's budget by \$965,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and the increase in fuel prices. DFR is projected to be \$14,923,000 over budget primarily due to uniform overtime expenses (\$26,358,000) as a result of a winter surge in COVID-19 quarantines requiring backfill, higher than anticipated attrition, prolonged training timelines, and higher than anticipated injuries resulting in light duty. Operational expenses have also been impacted by increased costs for EMS supplies and the cost to repair, maintain, and fuel apparatus. This is partially offset by additional reimbursements from the Coronavirus Relief Fund and American Rescue Plan Act (ARPA) for eligible uniform salary expenses.

17 Dallas Police Department. City Council increased DPD's budget by \$945,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and the increase in fuel prices, partially offset by a decrease to reallocate existing resources between various City departments. DPD is projected to be \$2,188,000 over budget primarily due to higher than anticipated expenses related to the Real-Time Crime Center, increased uniform overtime expenses (\$8,896,000), a reduction in anticipated reimbursements, and additional increases in fuel prices (\$2,464,000), partially offset by salary savings associated with vacant uniform and non-uniform positions.

18 Data Analytics and Business Intelligence. City Council increased DBI's budget by \$70,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments. DBI is projected to be \$879,000 under budget primarily due to salary savings associated with 12 vacant positions.

VARIANCE NOTES (continued)

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.

19 Economic Development. City Council increased ECO's budget by \$290,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments.

20 Housing and Neighborhood Revitalization. City Council decreased HOU's budget by \$10,000 on May 11 by ordinance #32193 to reallocate existing resources between various City departments, partially offset by an increase for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

21 Human Resources. City Council increased HR's budget by \$188,000 on May 11 by resolution ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and temporary staffing costs related to Workday implementation.

22 Judiciary. City Council increased CTJ's budget by \$175,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. CTJ is projected to be \$344,000 over budget primarily due to temporary help expenses and translation services.

23 Library. City Council increased LIB's budget by \$238,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. LIB is projected to be \$662,000 under budget primarily due to salary savings associated with 30 vacant positions, partially offset by the use of savings to replace the flooring at the Kleberg-Rylie Branch Library, to replace shelving units at the J. Erik Jonsson Central Library, to repair the exterior entry plaza at the Lakewood Branch Library, and to purchase equipment for Enhanced Library Card services.

24 311 Customer Service Center. City Council increased 311's budget by \$51,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. 311 is projected to be \$297,000 under budget primarily due to salary savings associated with 27 vacant positions.

25 Communications, Outreach, and Marketing. City Council increased COM's budget by \$86,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments.

26 Community Care. City Council increased OCC's budget by \$39,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

27 Community Police Oversight. City Council increased OCPO's budget by \$3,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. OCPO is projected to be \$120,000 under budget primarily due to salary savings associated with three vacant positions.

28 Emergency Management. City Council increased OEM's budget by \$5,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

VARIANCE NOTES (continued)

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.

29 Environmental Quality and Sustainability. City Council increased OEQS's budget by \$64,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. OEQS is projected to be \$155,000 under budget primarily due to salary savings and other professional services savings (personnel development, printing services) associated with 12 vacant positions.

30 Equity and Inclusion. City Council increased OEI's budget by \$254,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments. OEI is projected to be \$259,000 under budget primarily due to salary savings associated with vacant positions, partially offset by temporary staffing costs.

31 Government Affairs. City Council increased OGA's budget by \$5,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation.

32 Historic Preservation. City Council increased OHP's budget by \$5,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. OHP is projected to be \$68,000 under budget primarily due to salary savings associated with vacant positions.

33 Homeless Solutions. City Council increased OHS's budget by \$75,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments.

34 Integrated Public Safety Solutions. City Council increased IPSS's budget by \$14,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. IPSS is projected to be \$654,000 under budget primarily due to salary savings associated with vacant positions and savings realized in the Youth Advocate Program for Violence Interruptors.

35 Small Business Center. City Council increased SBC's budget by \$54,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments. SBC is projected to be \$386,000 under budget primarily due to salary savings associated with three vacant positions.

36 Mayor and City Council. City Council increased MCC's budget by \$81,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and to reallocate existing resources between various City departments. MCC is projected to be \$78,000 over budget primarily due to temporary staffing costs and overtime expenses, partially offset by salary savings associated with two vacant positions.

37 Non-Departmental. City Council increased Non-D's budget by \$7,276,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, HRIS module implementation (\$1,939,000), and expenses associated with a new data center (\$5,200,000). Non-D is projected to be \$4,656,000 under budget primarily due to savings associated with delayed Master Lease drawdowns and the elimination of a transfer to the Information Technology Equipment Fund.

VARIANCE NOTES (continued)

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.

38 Park and Recreation. City Council increased PKR's budget by \$1,441,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, the increase in fuel prices, and partial design costs (\$600,000) for future capital improvements at Fair Park. PKR is projected to be \$1,255,000 over budget primarily due to emergency lighting repairs at Moss Park soccer fields due to high winds (\$1,500,000) and the implementation of additional preventive security measures at recreational facilities (\$520,000), partially offset by salary savings associated with vacant positions.

39 Planning and Urban Design. City Council increased PUD's budget by \$2,543,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs, the Compensation Study Phase II implementation, and zoning updates.

40 Procurement Services. City Council increased POM's budget by \$20,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation. POM is projected to be \$353,000 under budget primarily due to salary savings associated with nine vacant positions.

41 Public Works. City Council increased PBW's budget by \$5,513,000 on May 11 by ordinance #32193 for street resurfacing projects including preventive maintenance, Smart Cities pilot projects, and in-house asphalt treatments, one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation, partially offset by a decrease to reallocate existing resources between various City departments.

42 Transportation. City Council increased TRN's budget by \$49,000 on May 11 by ordinance #32193 for one-time Employee Retirement Fund (ERF) pension costs and the Compensation Study Phase II implementation, partially offset by a decrease to reallocate existing resources between various City departments.

44 Liability/Claims Fund Transfer. The transfer from the General Fund to the Liability Fund was increased by \$5,000,000 for environmental remediation efforts and other liability considerations.

45 Salary and Benefit Stabilization. The FY 2021-22 Ordinance authorizes the City Manager to transfer appropriations from S&B to any department as allowed by City Charter Chapter XI (Sec. 3), of which, \$1,874,000 was transferred to all General Fund departments for adjustments including truck driver pay increases (\$569,000), judiciary pay increases (\$153,000), and other adjustments as a result of the Compensation Study (\$1,153,000). S&B is projected to transfer an additional (\$495,000) by the end of the fiscal year.

FY 2021-22 Financial Forecast Report

ENTERPRISE FUNDS

Department	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
1 AVIATION					
Beginning Fund Balance	\$15,319,809	\$15,319,809		\$48,029,990	\$32,710,181
Total Revenues	142,389,852	142,389,852	145,344,482	155,542,664	13,152,812
Total Expenditures	142,389,852	142,389,852	108,093,814	151,334,017	8,944,165
Ending Fund Balance	\$15,319,809	\$15,319,809		\$52,238,637	\$36,918,828
2 CONVENTION AND EVENT SERVICES					
Beginning Fund Balance	\$39,553,867	\$39,553,867		\$43,463,337	\$3,909,470
Total Revenues	100,819,948	100,819,948	85,239,389	110,831,405	10,011,457
Total Expenditures	100,819,948	100,819,948	60,064,261	110,831,405	10,011,457
Ending Fund Balance	\$39,553,867	\$39,553,867		\$43,463,337	\$3,909,470
3 DEVELOPMENT SERVICES					
Beginning Fund Balance	\$48,987,040	\$48,987,040		\$49,020,764	\$33,724
Total Revenues	33,476,527	32,520,675	31,568,631	37,702,874	5,182,199
Total Expenditures	38,383,670	52,548,670	29,033,269	52,839,767	291,097
Ending Fund Balance	\$44,079,897	\$28,959,045		\$33,883,871	\$4,924,826
4 MUNICIPAL RADIO					
Beginning Fund Balance	\$355,950	\$355,950		\$909,189	\$553,239
Total Revenues	1,861,000	1,861,000	1,251,537	1,501,360	(359,640)
Total Expenditures	1,815,740	1,815,740	1,421,071	1,697,991	(117,749)
Ending Fund Balance	\$401,210	\$401,210		\$712,558	\$311,348
5 SANITATION SERVICES					
Beginning Fund Balance	\$16,465,593	\$16,465,593		\$18,206,255	\$1,740,662
Total Revenues	137,982,207	137,982,207	119,030,858	142,577,960	4,595,753
Total Expenditures	139,536,992	141,699,380	82,496,267	141,699,380	0
Ending Fund Balance	\$14,910,808	\$12,748,420		\$19,084,835	\$6,336,415
6 STORM DRAINAGE MANAGEMENT—DALLAS WATER UTILITIES					
Beginning Fund Balance	\$10,386,150	\$10,386,150		\$18,863,503	\$8,477,353
Total Revenues	69,314,586	69,314,586	61,130,683	69,314,586	0
Total Expenditures	69,314,586	71,814,586	49,518,629	71,814,586	0
Ending Fund Balance	\$10,386,150	\$7,886,150		\$16,363,503	\$8,477,353
7 WATER UTILITIES					
Beginning Fund Balance	\$108,890,415	\$108,890,415		\$136,997,769	\$28,107,354
Total Revenues	713,732,650	713,732,650	607,967,513	765,788,396	52,055,746
Total Expenditures	722,432,650	755,468,335	572,173,461	739,258,769	(16,209,566)
Ending Fund Balance	\$100,190,415	\$67,154,730		\$163,527,396	\$96,372,666

FY 2021-22 Financial Forecast Report

INTERNAL SERVICE FUNDS

Department	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
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8 BOND AND CONSTRUCTION MANAGEMENT

Beginning Fund Balance	(\$1,173,960)	(\$1,173,960)		(\$2,279,033)	(\$1,105,073)
Total Revenues	23,065,518	23,065,518	9,872,385	21,987,509	(1,078,009)
Total Expenditures	23,065,518	23,065,518	16,156,836	19,708,476	(3,357,042)
Ending Fund Balance	(\$1,173,960)	(\$1,173,960)		\$0	\$1,173,960

9 EQUIPMENT AND FLEET MANAGEMENT

Beginning Fund Balance	\$10,625,614	\$10,625,614		\$12,577,658	\$1,952,044
Total Revenues	55,306,860	63,049,824	32,551,190	64,429,852	1,380,028
Total Expenditures	56,541,723	64,284,687	48,260,352	66,204,174	1,919,487
Ending Fund Balance	\$9,390,751	\$9,390,751		\$10,803,336	\$1,412,585

10 EXPRESS BUSINESS CENTER

Beginning Fund Balance	\$4,666,187	\$4,666,187		\$5,029,721	\$363,534
Total Revenues	2,593,790	2,593,790	2,353,008	3,398,309	804,519
Total Expenditures	2,323,978	2,323,978	1,928,013	2,322,390	(1,588)
Ending Fund Balance	\$4,935,999	\$4,935,999		\$6,105,641	\$1,169,642

11 INFORMATION TECHNOLOGY

Beginning Fund Balance	\$7,697,728	\$7,697,728		\$9,307,658	\$1,609,930
Total Revenues	99,176,891	99,176,891	81,711,126	99,133,757	(43,134)
Total Expenditures	99,176,891	99,176,891	76,337,678	98,523,577	(653,314)
Ending Fund Balance	\$7,697,728	\$7,697,728		\$9,917,838	\$2,220,110

12 RADIO SERVICES

Beginning Fund Balance	\$517,133	\$517,133		\$1,429,013	\$911,880
Total Revenues	13,248,650	13,248,650	9,886,788	13,245,702	(2,948)
Total Expenditures	13,248,650	13,629,450	10,316,485	13,561,140	(68,310)
Ending Fund Balance	\$517,133	\$136,333		\$1,113,575	\$977,242

FY 2021-22 Financial Forecast Report

OTHER FUNDS

Department	FY 2021-22 Adopted Budget	FY 2021-22 Amended Budget	YTD Actual	YE Forecast	Variance
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13 9-1-1 SYSTEM OPERATIONS

Beginning Fund Balance	\$4,180,269	\$4,180,269		\$6,626,869	\$2,446,600
Total Revenues	12,017,444	12,017,444	10,084,682	12,681,597	664,153
Total Expenditures	14,341,472	14,808,520	10,931,301	15,292,904	484,384
Ending Fund Balance	\$1,856,241	\$1,389,193		\$4,015,562	\$2,626,369

14 DEBT SERVICE

Beginning Fund Balance	\$66,867,697	\$66,867,697		\$69,564,897	\$2,697,200
Total Revenues	345,529,962	345,529,962	335,386,317	321,720,039	9,862,821
Total Expenditures	348,776,403	348,776,403	287,639,122	334,161,703	(14,614,700)
Ending Fund Balance	\$63,621,256	\$63,621,256		\$56,991,515	\$27,174,721

15 EMPLOYEE BENEFITS

City Contributions	99,503,000	99,503,000	62,397,157	101,102,867	\$1,599,867
Employee Contributions	40,959,071	40,959,071	34,708,447	44,568,798	3,609,727
Retiree	27,867,000	27,867,000	10,712,124	26,857,732	(1,009,268)
Other	0	0	74,525	74,525	74,525
Total Revenues	168,329,071	168,329,071	107,892,252	172,529,397	4,274,851
Total Expenditures	176,549,294	176,549,294	67,884,812	178,389,962	1,840,668

Note: FY 2021-22 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	14,085,135	14,085,135	526,063	14,085,135	\$0
Third Party Liability	11,688,742	11,096,779	4,814,720	16,688,742	5,000,000
Purchased Insurance	11,096,779	11,096,779	1,639	11,096,779	0
Interest and Other	0	0	100,835	100,835	100,835
Total Revenues	36,870,656	36,870,656	5,443,257	36,971,491	5,100,835
Total Expenditures	52,064,548	52,064,548	21,582,364	43,905,471	(8,159,077)

Note: FY 2021-22 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 June 30, 2022, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2020-21 audited unassigned ending fund balance and includes FY 2020-21 YE savings. 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 \$13,152,000 over budget primarily due to higher-than-expected revenue from garage parking and concessions. AVI expenses are projected to be \$8,944,000 over budget primarily due to a capital construction transfer (\$7,000,000), DPD personnel expenditures (\$1,300,000), and a reimbursement to DFR's paramedic team (\$1,300,000).

2 Convention and Event Services. CCT revenues are projected to be \$10,011,000 over budget due to a projected increase in Hotel Occupancy Tax (HOT) and Alcohol & Beverage Tax (ABT) collections, which have recovered to that of pre-pandemic levels. CCT expenses are also projected to be \$10,011,000 over budget due to an increased capital construction transfer.

3 Development Services. City Council increased DEV's budget by \$14,165,000 on August 10 by resolution #22-1139 for the purchase of a property for the Stemmons Project. DEV revenues are projected to be \$5,182,000 over budget due to higher-than-budgeted permit activity. DEV expenses are projected to be \$291,000 over budget primarily due to increased costs for temporary staffing and overtime, which are partially offset by salary savings associated with vacant positions.

4 Municipal Radio. WRR revenues are projected to be \$360,000 under budget primarily due to declines in arts-related advertising revenues. WRR anticipates using fund balance to offset lost revenue. On June 9, City Council approved the transfer of operation of WRR to KERA. WRR expenses are projected to be \$118,000 under budget primarily due to salary savings associated with one vacancy and lower-than-expected music licensing fees.

5 Sanitation Services. City Council increased SAN's budget by \$2,162,000 on May 11 by ordinance #32193 due to the increase in fuel prices. SAN revenues are projected to be \$4,596,000 over budget due to stronger than anticipated residential collection revenues.

6 Storm Drainage Management - Dallas Water Utilities. City Council increased SDM's budget by \$2,500,000 on May 11 by ordinance #32193 to support capital construction and equipment purchases. The budget increase is supported by use of the Fund Balance.

7 Water Utilites. City Council increased DWU's budget by \$33,036,000 on May 11 by ordinance #32193 to support capital construction and equipment purchases. DWU revenues are projected to be over budget by \$52,056,000 due to higher than expected consumption attributed to dry weather. DWU expenses are projected to be \$16,210,000 under budget due to the close out of old bond funds and balances transferred to the debt service sinking fund and salary savings associated with vacant positions, which are partially offset by an increased cost in fuel.

8 Bond and Construction Management. BCM expenses are projected to be \$3,357,000 under budget primarily due to salary savings associated with 49 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. BCM revenues are projected to be \$1,078,000 under budget due to charges to capital projects encumbered in the prior fiscal year.

VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summaries include the beginning fund balance with the YE revenue and expenditure forecasts. As of June 30, 2022, the beginning fund balance for the adopted and amended budgets and YE forecast represents the FY 2020-21 audited unassigned ending fund balance and includes FY 2020-21 YE savings. 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.

9 Equipment and Fleet Management. City Council increased EFM's budget by \$7,743,000 on May 11 by ordinance #32193 due to the increase in fuel prices. EFM revenues are estimated to be \$1,380,000 over budget due to the increased cost of fuel being charged back to customer departments. EFM expenses are projected to be \$1,919,000 over budget due to continued increases in fuel prices, and additional costs associated with extended life repairs to equipment. The FY 2021-22 budget was based on an anticipated blended fuel rate of \$2.00 per gallon. In July 2022, the actual average blended rate was \$3.60 per gallon.

10 Express Business Center. Express Business Center revenues are \$805,000 over budget due to an increase in auto pound sales.

12 Radio Services. City Council increased Radio Services' budget by \$381,000 on May 11 by ordinance #32193 for consulting and engineering support for the P25 Radio System Project. Radio expenses are projected to be \$68,000 under budget primarily due to salary savings associated with five vacant positions.

13 9-1-1 System Operations. City Council increased 911's budget by \$467,000 on May 11 by ordinance #31293 for costs associated with the transition of 911 call centers from an analog network to a digital network (ESINet). 911 expenses are projected to be \$484,000 over budget primarily due to equipment purchased for the 911 Next Generation project. 911 revenues are projected to be \$664,000 over budget due to increased collections for wireless and wireline fees.

14 Debt Service. Debt Service revenues are projected to be \$9,863,000 over budget primarily due to an increase in property tax penalties and interest and unbudgeted transfers to debt service from Sanitation Services and Storm Drainage Management. Debt Service expenses are projected to be \$14,615,000 under budget due to interest savings realized in the November 2021 bond sale, as well as a lower than budgeted cash payment to pay off Commercial Paper.

15 Employee Benefits. Expenses are projected to be \$1,841,000 over budget primarily due to higher participation in the voluntary products like dental and FSA spending accounts in which enrollees incur the full cost. Revenues are projected to be \$4,275,000 over budget primarily due to higher employee contributions related to the aforementioned higher participation in voluntary products which are partially offset by a steady decline in medical enrollment by retirees.

16 Risk Management. The transfer from the General Fund to the Liability Fund was increased by \$5,000,000 for environmental remediation efforts and other liability considerations. Risk Management expenses are projected to be \$8,159,000 under budget primarily due to a delay in anticipated claims expenses and lower-than-expected payout in FY 2021-22 resulting in some claims to be moved over to FY 2022-23.

FY 2021-22 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	\$419,861,470	\$190,554,507	\$86,185,526	\$143,121,437
B	Park and Recreation Facilities	261,807,000	234,143,026	159,392,582	14,700,046	60,050,398
C	Fair Park	50,000,000	42,889,098	29,304,474	3,158,654	10,425,970
D	Flood Protection and Storm Drainage	48,750,000	34,543,268	10,222,325	14,039,737	10,281,207
E	Library Facilities	15,589,000	15,589,000	14,784,533	270,356	534,111
F	Cultural and Performing Arts Facilities	14,235,000	14,102,088	11,075,531	2,084,245	942,312
G	Public Safety Facilities	32,081,000	29,897,353	24,087,253	1,844,008	3,966,092
H	City Facilities	18,157,000	15,423,904	1,904,995	797,426	12,721,483
I	Economic Development	55,400,000	46,367,495	18,946,940	10,169,730	17,250,824
J	Homeless Assistance Facilities	20,000,000	17,981,370	8,399,858	500,000	9,081,512
Total		\$1,050,000,000	\$870,798,072	\$468,672,998	\$133,749,728	\$268,375,346

2012 Bond Program

Proposition		Authorized by Voters	ITD Appropriations	ITD Expenditures	Current Encumbered	Unencumbered
1	Street and Transportation Improvements	\$260,625,000	\$265,630,488	\$255,381,278	\$5,098,786	\$5,150,424
2	Flood Protection and Storm Drainage Facilities	326,375,000	326,375,000	232,492,213	65,746,654	28,136,133
3	Economic Development	55,000,000	55,000,000	37,739,662	4,647,279	12,613,059
Total		\$642,000,000	\$647,005,488	\$525,613,152	\$75,492,719	\$45,899,617

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	\$391,511,454	\$10,370,209	\$4,608,891
2	Flood Protection and Storm Drainage Facilities	334,315,000	342,757,166	285,652,448	18,436,814	38,667,904
3	Park and Recreation Facilities	343,230,000	353,343,060	346,640,747	1,431,222	5,271,091
4	Library Facilities	46,200,000	48,318,600	47,665,916	11,042	641,641
5	Cultural Arts Facilities	60,855,000	63,821,447	63,091,775	59,834	669,839
6	City Hall, City Service and Maintenance Facilities	34,750,000	36,216,478	30,944,198	1,575,219	3,697,060
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	41,939,230	1,153,500	1,967,324
9	Farmers Market Improvements	6,635,000	6,933,754	6,584,013	12	349,728
10	Land Acquisition in the Cadillac Heights Area	22,550,000	22,727,451	11,403,883	264,221	11,059,347
11	Court Facilities	7,945,000	8,146,606	7,865,684	120	280,802
12	Public Safety Facilities and Warning Systems	63,625,000	66,072,938	65,231,345	97,959	743,634
Total		\$1,353,520,000	\$1,401,388,107	\$1,300,004,862	\$33,400,152	\$67,983,092

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.

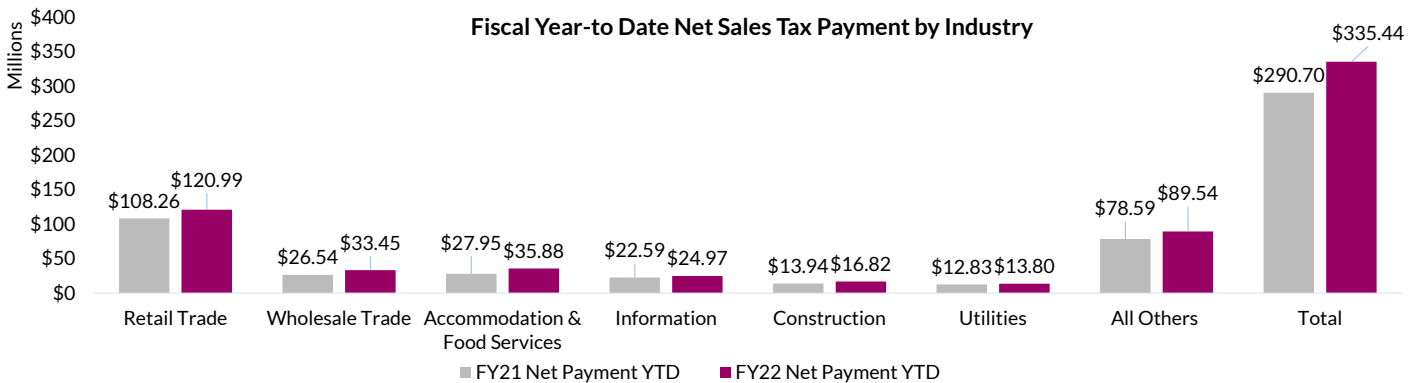
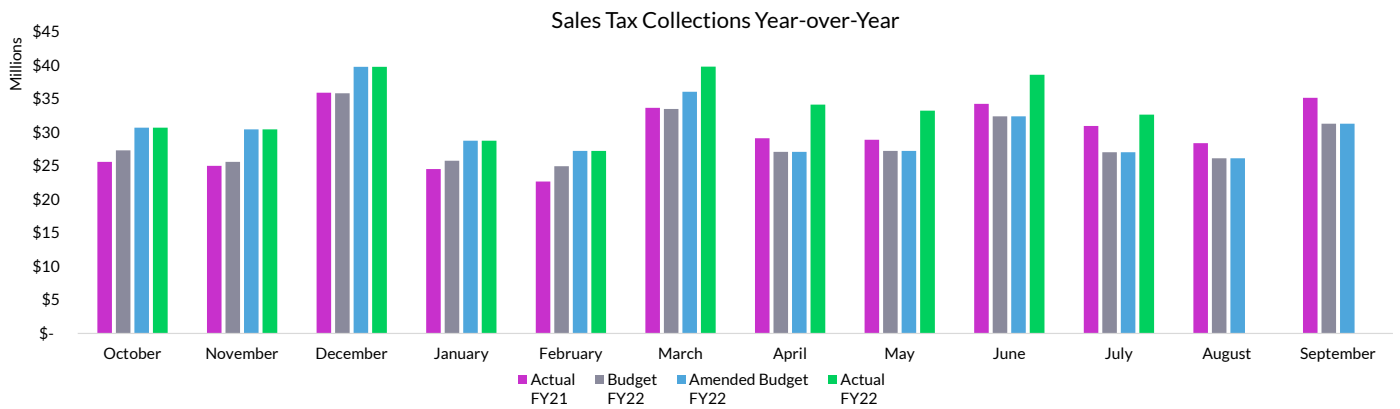
FY 2021-22 Financial Forecast Report

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. In FY 2020-21, the City received \$354,287,642 in sales tax revenue. In FY 2021-22, the City budgeted \$344,283,066, which was increased to \$364,294,064 as part of the mid-year budget ordinance #32193 approved by the City Council on May 11. As of July 31, 2022, the sales tax forecast is \$392,897,924 based on the latest forecast by our contract economist. We will update the forecast as additional information becomes available.

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



Note: Net sales tax payments by industry do not include the City's self-reported sales tax numbers.

FY 2021-22 Financial Forecast Report

ECONOMIC INDICATORS

Year-over-Year Change in Sales Tax Collections		
Industry	July FY22 over July FY21	FYTD22 over FYTD21
Retail Trade	-2%	12%
Wholesale Trade	25%	26%
Accommodation and Food Services	12%	26%
Information	3%	11%
Construction	7%	21%
Utilities	33%	8%
All Others	5%	14%
Total Collections	5%	15%

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.

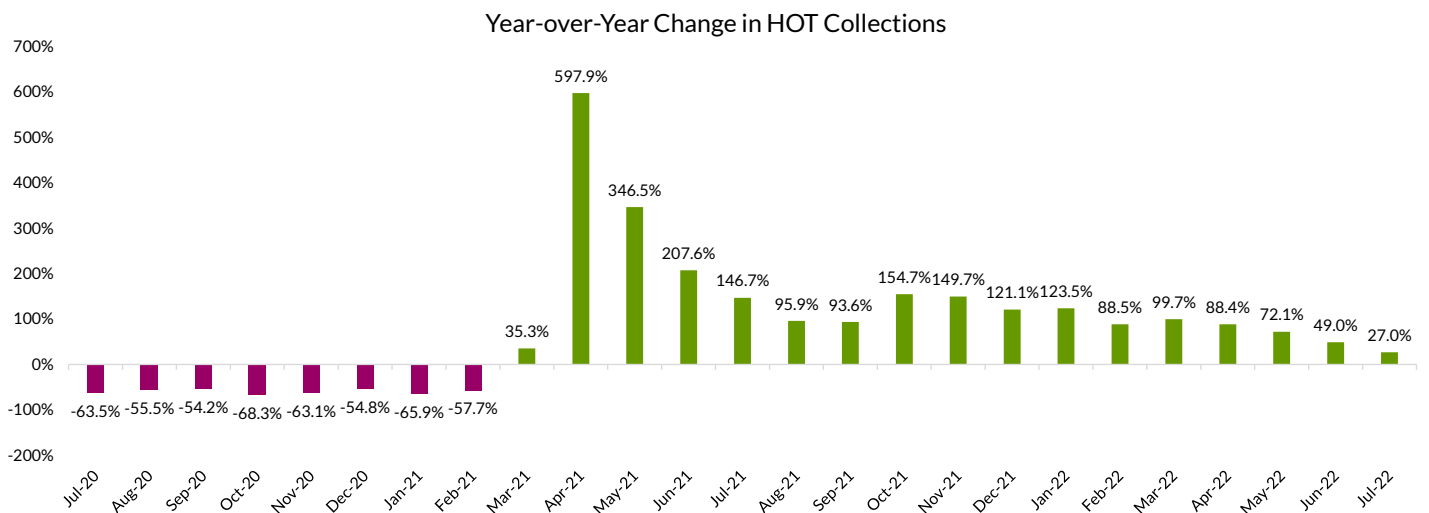
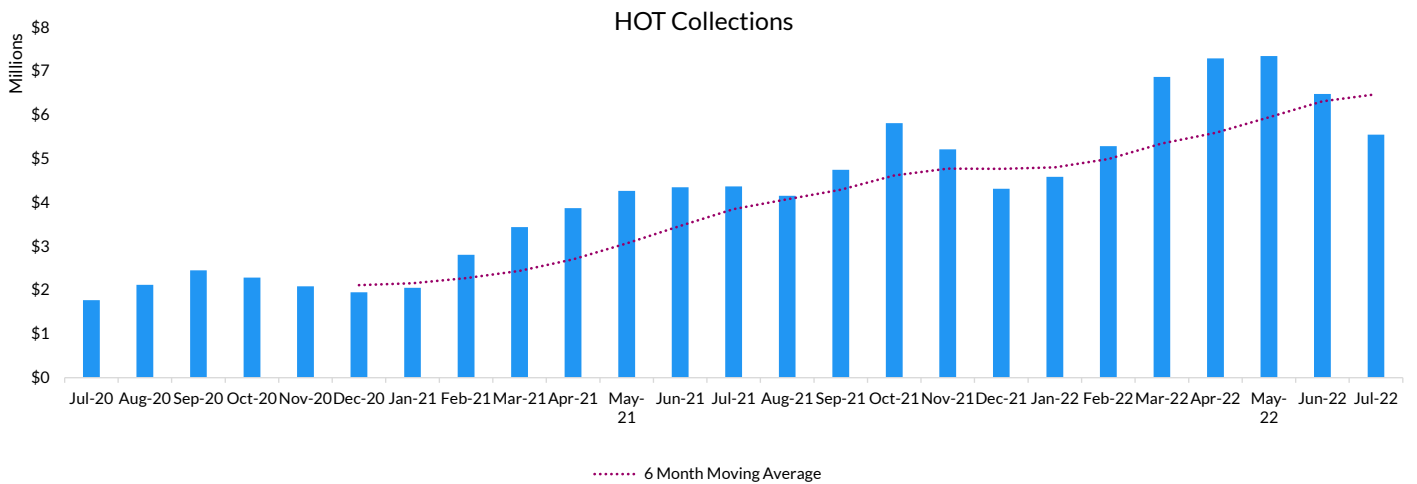
All Others. Includes but is not limited to manufacturing, professional and business services, financial activities, education and health services, and natural resources and mining.

FY 2021-22 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 13 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 seven percent goes to the City. HOT is the largest single revenue source for the Kay Bailey Hutchison Convention Center, and data is typically updated every two months.



FY 2021-22 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.

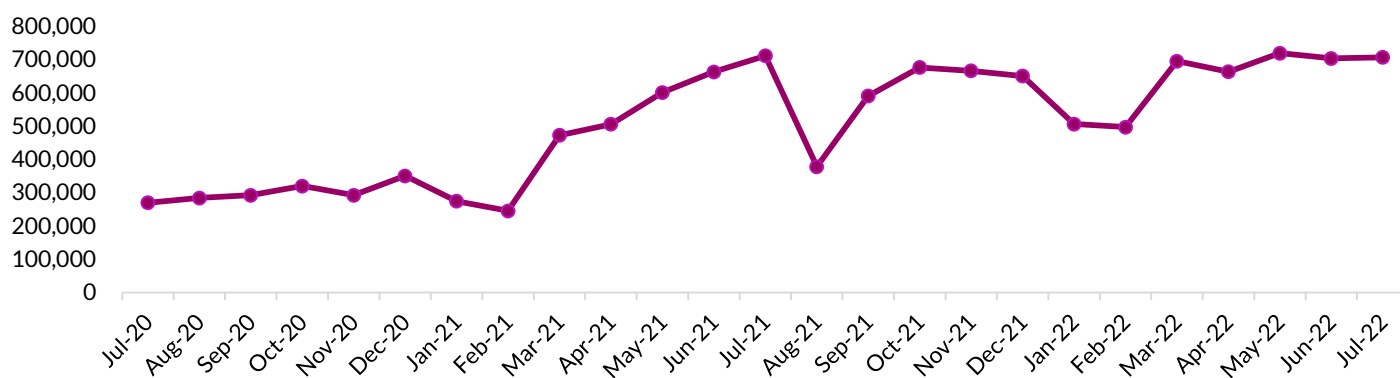
	FY20 Actual	FY21 Actual	FY22 Planned	FY22 Actual/Forecast*
October	6	3	9	6
November	11	1	5	5
December	5	2	11	9
January	13	1	6	4
February	12	0	10	10
March	1	2	4	13
April	1	1	5	8
May	0	6	3	6
June	0	7	9	11
July	0	7	3	4
August	0	4	3	6
September	0	5	5	3
Total	49	39	73	85

* Due to shifts in cancellations and rescheduling, FY 2021-22 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.

Enplanements

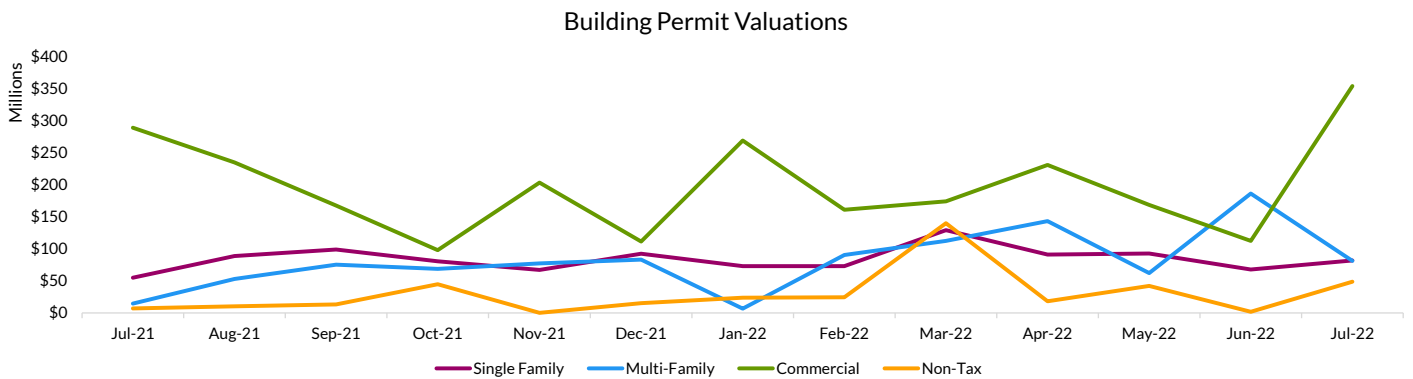
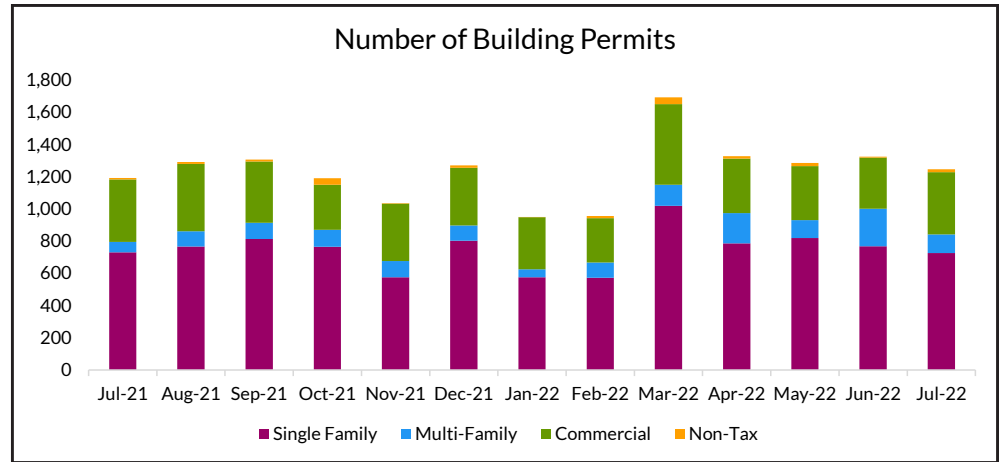


FY 2021-22 Financial Forecast Report

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.



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 2020-21 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, 2022.

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 2020-21 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
Economic Development						
1	Percentage of inspections performed next day, as requested (Development Services)	N/A	98.0%	98.5%	98.0%	98.5%
2*	Average number of days to complete permit application prescreen (Development Services)	N/A	5	5.5	5	5.4
3	Percentage of City spend with vendors located in Dallas (Small Business Center)	N/A	40.0%	39.3%	40.0%	39.3%
4	Percentage of certified M/WBE spend with vendors located in Dallas (Small Business Center)	81.7%	65.0%	83.8%	65.0%	83.8%
Environment & Sustainability						
5	Percentage of annual Comprehensive Environmental and Climate Action Plan (CECAP) milestones completed (242 of 263 milestones) (Office of Environmental Quality & Sustainability)	92.7%	27.0%	25.5%	92.0%	92.0%
6	Percentage of on-time bulk & brush collections (Sanitation Services)	N/A	99.9%	99.9%	99.9%	99.9%
7	Residential recycling diversion rate (Sanitation Services)	18.3%	19.0%	18.7%	19.0%	18.7%

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

FY 2021-22 Dallas 365

#	Measure	FY 2020-21 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
Government Performance & Financial Management						
8	Percentage of invoices paid within 30 days (City Controller's Office)	85.5%	90.0%	88.1%	90.0%	88.1%
9	Percentage of vehicles receiving preventive maintenance on schedule (Equipment & Fleet Management)	88.3%	85.0%	95.9%	85.0%	92.4%
10	Percentage of 311 calls answered within 90 seconds (311 Customer Service Center)	28.1%	75.0%	50.7%	75.0%	58.4%
11	Percentage decrease in preventable city vehicle and equipment incidents (Office of Risk Management)	N/A	-3.3%	3.1%	-3.3%	2.9%
Housing & Homeless Solutions						
12	Percentage of development funding contributed by private sources (Housing & Neighborhood Revitalization)	78.0%	60.0%	84.2%	60.0%	60.0%
13	Percentage of unduplicated persons placed in permanent housing who remain housed after six months (Office of Homeless Solutions)	90.8%	85.0%	93.1%	85.0%	93.1%
14	Percentage of beds utilized under the Pay-to-Stay program (Office of Homeless Solutions)	N/A	80.0%	86.9%	80.0%	85.8%
Public Safety						
15	Percentage of EMS responses within nine minutes or less (Dallas Fire-Rescue)	89.7%	90.0%	85.1%	90.0%	85.5%
16	Percentage of first company responses to structure fires within five minutes and 20 seconds of dispatch (NFPA Standard 1710) (Dallas Fire-Rescue)	83.9%	90.0%	87.5%	90.0%	87.5%
17*	Crimes against persons (per 100,000 residents) (Dallas Police Department)	2,085.6	2,000.0	2,278.0	2,000.0	2,262.0
18	Percentage of responses to Priority 1 calls within eight minutes or less (Dallas Police Department)	54.4%	60.0%	47.4%	60.0%	47.4%
19	Percentage of 911 calls answered within 10 seconds (Dallas Police Department)	65.9%	90.0%	96.2%	90.0%	96.2%
20	Complaint resolution rate (Office of Community Police Oversight)	86.8%	70.0%	83.6%	70.0%	83.0%
21	Percentage of crisis intervention calls handled by the RIGHT Care team (Office of Integrated Public Safety Solutions)	43.4%	73.5%	52.2%	80.0%	52.2%

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

FY 2021-22 Dallas 365

#	Measure	FY 2020-21 Actual	YTD Target	YTD Actual	YE Target	YE Forecast
Quality of Life, Arts, & Culture						
22	Percentage of litter and high weed service requests closed within SLA (Code Compliance)	74.6%	65.0%	83.7%	65.0%	83.7%
23	Percentage increase in dogs and cats fostered (Dallas Animal Services)	N/A	5.0%	41.2%	5.0%	23.3%
24	Percentage of technology devices checked out monthly (Hotspots and Chromebooks) (Library)	58.4%	75.0%	77.2%	75.0%	77.2%
25	Satisfaction rate with library programs (Library)	N/A	93.0%	98.9%	93.0%	98.9%
26	Percentage of cultural services funding to ALAANA (African, Latinx, Asian, Arab, Native American) artists and organizations (Office of Arts & Culture)	31.2%	30.0%	29.7%	30.0%	30.0%
27	Average number of recreation programming hours per week (youth, seniors, and athletic leagues) (Park & Recreation)	N/A	1,604	2,120	1,604	2,120
28	Participation rate at late-night Teen Recreation (TRec) sites (Park & Recreation)	11.9%	80.0%	74.9%	80.0%	74.9%
Transportation & Infrastructure						
29	Percentage of bond appropriations awarded (ITD) (Bond & Construction Management)	88.7%	86.0%	79.2%	90.0%	90.0%
30	Planned lane miles improved (837 of 11,770 miles) (Public Works)	90.8%	82.0%	62.1%	100.0%	90%
31	Percentage of potholes repaired within 3 days (Public Works)	100.0%	98.0%	99.0%	98.0%	99.0%
32	Percentage of signal malfunction responses within 120 minutes (Transportation)	94.3%	91.0%	92.8%	91.0%	92.5%
33	Percentage of faded long line pavement marking miles improved (612 of 1,223 miles) (Transportation)	N/A	40.2%	72.9%	50.0%	50.0%
Workforce, Education, & Equity						
34	Percentage increase in the number minutes of original multicultural and multilingual content (on public, educational, and government) compared to FY 2020-21 (Communications, Outreach, & Marketing)	57.0%	25%	108.0%	25%	108.0%
35	Number of WIC clients receiving nutrition services (Office of Community Care)	N/A	62,000	65,461	62,000	65,348

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

FY 2021-22 Dallas 365

VARIANCE NOTES

2 The average number of days to prescreen permit applications slightly increased due to new staff cross-training with experienced staff and the migration of ProjectDox 9.2 update.

5 As of July, over 95% of the milestones are underway. 133 milestones representing actions by 17 City departments are ongoing and will be marked complete for FY22 in the 4th quarter. Staff estimate meeting the Dallas 365 goal of 92% completion of plan milestones by September.

10 311 had an increase in 311-only call volume, resignations (5), recent SPAM calls to Water Customer Service where non-city employees were requesting payments from residents, and a high call volume from DWU customers with more than 60 days of outstanding balances. 311 is a multi-discipline call center; therefore, the most prolonged call holding is automatically routed to an agent. 311-only calls are affected by this multi-discipline approach. 311 continues to focus on filing vacancies and training staff to meet demand. An ITS upgrade to activate courtesy callback software features has been re-visited with a tentative start date of October 1st.

11 There has been a 3.09% increase in preventable incidents from October 2021 to July 2022. However, an unusually high number of incidents during the first quarter affects the overall year-to-date performance. In July, ORM safety personnel continued to visit multiple workplace sites and met with department staff to discuss action plans to increase safety awareness. Action plans included: Toolbox talks, Safe Driving Awareness, etc.

15 DFR is experiencing increased response times due to several factors. The summer months traditionally represent a sharp increase in calls for service; 2022 is no exception. The call volume DFR experienced in July represented an 8.3% increase over June (and 13.3% more than in April). Additionally, while DFR's EMS transport rate has historically been 40-45%, that figure is now 55-62%. Increases in call volume and transport rates result in a decrease in the number of available units and an increase in unit hour utilization, which in turn causes increases in response times.

17 Overall, violent crime is down 4.9% for July 2022 compared to the same period in 2021. With the focus on interrupting and disrupting violent people and places, the department strives to continue to see a reduction in crimes against persons. The department is targeting hot spots such as apartment complexes to decrease crime. DPD is implementing the Place Network Investigations (PNI) plan as part of the Violent Crime Plan. Additionally, with our Domestic Violence Task Force in place, the department is seeing a reduction in Aggravated Assault and Family Violence. 6.06% decrease compared to the same period in 2021.

18 In FY 2021-22, 151 sworn officers have been hired. DPD continues to proactively recruit and hire to meet the hiring goal for FY 2021-22. In June, 28 recruits started their academy training, and another class will graduate in August to begin their field training. The Dallas Police Department is committed to its Violent Crime Plan; overall, violent crime is down 4.9% YTD.

21 The RIGHT Care team has responded to 8,424 of 12,919 mental health calls for service as of July. In addition, the team has responded to 1,741 DPD Patrol-requested calls that did not originate as mental health calls. Therefore, the forecast has been adjusted to account for the increase in call volume. OIPSS continues to expand the team, provide additional training, and partner with external stakeholders for operational support to address the growing demand for mental health services.

FY 2021-22 Dallas 365

VARIANCE NOTES

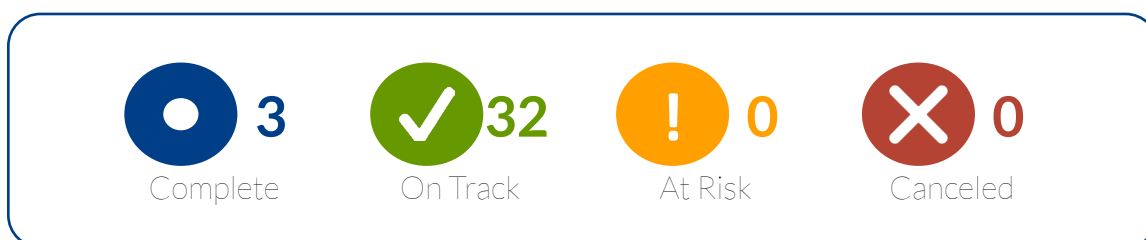
28 The COVID-19 evolution of the Delta and Omicron variants affected the program participation rate, caused staff shortages, and posed hiring challenges. PKR has recently completed the interview process and identified two potential candidates for the Manager position vacancy. In addition, division-wide performance measures are being developed to incorporate staff performance plans for a more holistic approach to providing teen programming.

29 The complexities of contract negotiations on projects and the escalating costs of materials impact the construction schedules, resulting in a variance. Staff will expedite projects when feasible to meet the annual target and the 6-year implementation schedule.

30 Supply chain issues, cement shortages, and labor issues with our contractors have impacted performance and reduced the year-end forecast numbers.

BUDGET INITIATIVE TRACKER

The Budget Initiative Tracker reports on 35 activities included in the FY 2021-22 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 (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

Pay-to-Stay Program Success!

The Office of Homeless Solutions' (OHS) greatest challenge is affordable housing access. As a result, OHS is working with contributing partners. They have formed a permanent supportive housing work group, are exploring master leasing options, acquiring two properties for supportive housing, and connecting with services that cater to the critically homeless. OHS has also provided shelter funding to provide more space for those in need. Providing more shelter beds increases the chances of building relationships with homeless individuals. As of July, 86.9% of beds are occupied under the Pay-to-Stay program.



FY 2021-22 Budget Initiative Tracker

ECONOMIC DEVELOPMENT**1 Economic Development Entity** 

INITIATIVE Launch the economic development entity called for in the Economic Development Policy with \$7 million over 3 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 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 and Year 3. (ECO)

STATUS City Council approved creation of the Economic Development Corporation (EDC) on January 12, 2022 and the certificate of formation was filed with the State of Texas in February. Applications for board member nominations opened in March and closed on April 30, 2022. The nominating committee met in May to develop a slate of nominees and intends to present the list to City Council in August.

2 Small Business Center 

INITIATIVE Establish a Small Business Center focused on business diversity, including the Minority/Women-owned Business Enterprises program, workforce development and reentry services, and entrepreneurship to support local businesses. (ECO)

STATUS The Small Business Center (SBC) was established effective October 1, 2021, and a director was hired in November 2021. The SBC convenes and leverages existing external efforts to address challenges affecting workforce readiness, capacity building of minority, women, and veteran-owned businesses, business startups and retention strategies, and re-entry services for formerly incarcerated residents.

ENVIRONMENT & SUSTAINABILITY**3 Sanitation Collection** 

INITIATIVE Keep Dallas a safe, clean, and beautiful place to live by improving trash, recycling, and brush and bulky trash service delivery, including increasing employee pay to attract enough staff to meet our requirements and creating an outreach/compliance division to strengthen customer experience. (SAN)

STATUS SAN residential collection services continues to show improvements from FY 2020-21. The number of missed garbage and recycling service calls from October 2021 through July 2022 decreased approximately 24 percent from the same months of the prior year. The on-time brush and bulky waste service has remained consistently at the 99.9 percent target since the beginning of FY 2021-22.

The pay increase for truck drivers, heavy equipment operators, and crew leaders was implemented in July 2021. Through July 2022, the Department's filled truck driver positions increased by four percent compared to last fiscal year. SAN is now approximately six percent short from the target of 240 truck drivers. Sanitation continues to hold weekly interviews and extend same-day job offers for qualified candidates.


The Outreach and Enforcement Managers were hired in February 2022 and the hiring process for the Inspector positions is underway at this time.

4 Air Quality Monitors 

INITIATIVE Install \$1 million worth of additional Air Quality Monitors around the city to collect data on air quality and inform policy decisions affecting residents' health and quality of life. (OEQS)


STATUS The first contract for Level 1 sensors has been approved by City Council. OEQS staff held a series of three neighborhood meetings in West Dallas to attain community input regarding the locations for the first of several monitors. Work continues on the data platform and data qualification procedures. Equipment was ordered in May and will be calibrated for installation in early summer 2022.

FY 2021-22 Budget Initiative Tracker

ENVIRONMENT & SUSTAINABILITY**5 Solar Energy Initiative** 

INITIATIVE Invest \$1.5 million in FY 2021-22 and \$500,000 in FY 2022-23 for a solar energy initiative, to install solar panels, energy efficient lighting, and retrofit controls at City facilities. (BSD)

STATUS Approximately \$1.5 million in energy efficiency and solar panel installation projects are in development. Briefings were provided to the Environmental Commission in February 2022 and to the Environment and Sustainability Committee in April 2022. City Council approved the project contracts on April 13, 2022. The projects are estimated to be completed by end of 2022.

6 Comprehensive Food & Urban Agriculture Plan 

INITIATIVE Prioritize Dallas communities' access to healthy, local food by contributing \$200,000 to implement a Comprehensive Food & Urban Agriculture Plan in collaboration with external stakeholders. (OEQS)

STATUS OEQS staff are continuing efforts under the contract for the Comprehensive Food & Urban Agriculture Plan, including internal and external engagement with over 35 different farms (both community and commercial scale) and other Dallas food stakeholders. OEQS staff are also working with the City's internal Food Equity Working group and the Office of Procurement efforts to pilot a project to provide small growing units for food desert homes, to be implemented in summer 2022.

7 Branch Out Dallas 

INITIATIVE Relaunch Branch Out Dallas to provide 2,500 native trees to residents to plant in yards across Dallas helping to reduce heat island effect and stormwater runoff to our drainage system. (SDM)

STATUS The City held the FY 2021-22 Branch Out Dallas event on November 6, 2021 and distributed 2,500 trees across the City for residential properties. The FY 2022-23 activities are currently being planned and will be provided in spring 2023.

8 Water Distribution System 

INITIATIVE Enhance monitoring for lead and copper in the water distribution system and develop a plan to educate and support customers in regulatory-driven programs for lead and copper monitoring within schools, childcare centers, and public spaces. In FY 2021-22, DWU will hire two FTEs and spend approximately \$75,000 to develop an outreach plan and procedures to sample both schools and day care operations; develop a data management and reporting procedure to comply with the new regulations; and, begin initial sampling in the second quarter of 2022 with a goal of 50 sites sampled by September 30, 2022. (DWU)

STATUS The Water Quality Group has determined the total number of schools and daycare centers that will be impacted by the new Lead and Copper Rule Revision: 389 Public and Charter Schools, 73 Private Schools and 412 Childcare and Daycare Centers. DWU is currently reclassifying two existing positions who will be responsible for developing a Lead Service Line inventory, contacting schools and day care centers to develop a facilities database and distribute education material, and developing the plan to conduct sampling and lead testing.

FY 2021-22 Budget Initiative Tracker

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

9 Equipment and Fleet

INITIATIVE Achieve a state of good repair in five years for all City fleet vehicles, including sanitation trucks, fire apparatus, police cruisers, and heavy vehicles used by Public Works and Dallas Water Utilities by investing \$75 million for the purchase of replacement and additional fleet and equipment. (EFM, SDM, DWU, and SAN)

STATUS: The FY 2021-22 fleet acquisition is currently underway for 13 departments, including 632 vehicles on order with a replacement cost of approximately \$75.6 million.

10 Data Analytics

INITIATIVE Harness the power of data to increase transparency and accountability by adding six new positions to the Office of Data Analytics & Business Intelligence, investing in the City's Data Inventory, and embracing data-driven decision making across our organization. (DBI)

STATUS As of July, one Data Coordinator, one GIS intern, and one Sr. Data Science Analyst II have been hired. The department is currently in the recruitment process for one Data Science Analyst II, one Sr. Data Science Analyst, and one Sr. GIS Analyst.

11 Total Compensation Study

INITIATIVE Invest in our City employees and improve recruiting and retention of high-caliber and diverse employees by continuing to implement the Total Compensation Study and ensuring competitive pay. (HR)

STATUS Phase one of the compensation study was completed in 2021. Phase two was completed in April and was focused on moving positions that were not able to be moved to market in phase one and addressing internal pay compression. Phase three, beginning in FY 2022-23, will continue to address internal pay compression.

HOUSING & HOMELESSNESS SOLUTIONS

12 Addressing Homelessness

INITIATIVE Contribute \$25 million to leverage an additional \$47 million in public and private investment for an overall \$72 million program that employs housing navigation services, landlord incentives, rental subsidies, move-in kits, and case management to reduce and prevent homelessness, in partnership with Dallas County, the Dallas Housing Authority, the Metro Dallas Homeless Alliance, and other cities in Dallas County. The program will be implemented from FY 2021-22 through FY 2023-24. It is anticipated approximately 1,000 individuals will be housed in the first year and a total of 2,762 individuals housed by the end of September 2023. The third year of the program will be focused solely on providing rental assistance and case management to those individuals housed in FY 2021-22 and FY 2022-23. (OHS)

STATUS From October 2021 to July 2022, the Dallas Real Time Rapid Rehousing Initiative housed 1014 individuals. Of this, 29% of the households consist of adults with children and 71% are adults only. OHS is partnering with Metro Dallas Homeless Alliance (MDHA) to launch the encampment decommissioning effort to offer individuals in established encampments housing solutions.

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 FY2021-22 to FY 2023-24 with new units projected in years 2 and 3 due to construction timelines. (HOU)

STATUS Housing is implementing this new funding along with other measures through the existing Notice of Funding Availability. On January 12, City Council approved the first project utilizing these funds, providing \$1.8 million to be used for water infrastructure related to the development of 125 for-sale single family homes. Construction is anticipated to begin by October 2022. Twenty percent of these homes will be reserved for families 80 percent AMI and the remaining homes will be restricted to 120 percent AMI and below. HOU anticipates bringing an additional project to the City Council for approval in August 2022 for a 168-unit multifamily development. Pending City Council and permit approval, construction is expected to begin by spring 2023.

FY 2021-22 Budget Initiative Tracker

HOUSING & HOMELESSNESS SOLUTIONS**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, City Council approved the program design to use ARPA funding for home repairs and infrastructure improvements within specific qualified neighborhoods in Dallas. Staff are currently engaged in the hiring process, as well as communications and outreach planning. The application opened in May, and HOU has received 45 applications. The first five have entered pre-construction processes, and 11 are undergoing the bid process.

PUBLIC SAFETY**15 Police Response Times** ✓

INITIATIVE Improve response times to high priority calls by hiring 250 police officers to end FY 2021-22 at 3,155 police officers, and by continuing to implement the recommendations of the KPMG efficiency study. (DPD)

STATUS DPD readjusted staffing at all patrol divisions for optimized efficiency in order to help better answer the call volume at each division. DPD continues to proactively recruit and hire to meet the FY 2021-22 hiring goal and anticipates ending the fiscal year with 3,140 officers. Year to date in FY 2021-22, 134 sworn officers have been hired. In June, 28 recruits graduated the academy and are currently in field training.

17 RIGHT Care ✓

INITIATIVE Mitigate behavioral health crises and avoid unnecessary arrests and hospitalizations by adding \$2 million to double the number of RIGHT Care teams from five to ten. (IPSS)

STATUS The RIGHT Care team performance continues to excel as it becomes more established. Nine teams (one for each of the seven police patrol divisions and two dedicated roving teams) are currently operating from 7am-11pm, seven days a week. Two Citywide overnight rover teams are expected to launch September 2022. IPSS anticipates a continual increase in the number of calls handled by the RIGHT Care Team.

16 911 Response ✓

INITIATIVE Answer 90 percent of 911 calls within 10 seconds by adding 911 call takers and dispatchers and increasing pay to improve talent acquisition and retention. (DPD)

STATUS The June service level was 97.48 percent, with an average answer time of 4 seconds. DPD currently has 124 call takers and 17 trainees, making the 911 Call Center staffed at 88 percent.

18 Street Racing Remediation ✓

INITIATIVE Address city wide speeding and unsafe drivers with \$500,000 for traffic calming in neighborhoods and \$200,000 for a street racing remediation pilot project. (TRN)

STATUS In June, street racing remediation measures such as raised pavement markers and ceramic buttons were completed at two locations. Twenty locations have been completed this fiscal year. Traffic calming installations and modifications, such as speed cushions, have been completed at 20 locations with designs in progress at another two locations. Design has been completed for Jefferson Boulevard to reduce the current configuration of six lanes to four lanes. The road diet installation is now in progress and scheduled to complete by fall 2022.

FY 2021-22 Budget Initiative Tracker

PUBLIC SAFETY**19 Non-Emergency Enforcement** ✓

INITIATIVE Alleviate Police Department call volume by transferring non-emergency calls such as handicapped/fire lane parking enforcement and street blockage clearance from DPD to the Department of Transportation. (DPD and TRN)

STATUS One Parking Supervisor position was onboarded in July. The Manager-Parking Enforcement position has been reposted and TRN has participated in a job fair to increase hiring for additional Parking Enforcement Officer positions. TRN has completed additional facility site visits and is now reviewing lease options, including a construction option for OCMC to accommodate additional parking team members. The Courts Adjudication Team relocated in March and their current facility and furniture are now available for TRN non-emergency enforcement use. TRN, DPD, and 311 have met regarding the "Train the Trainer" course to provide training for TRN. Both departments are actively working towards the transfer of services through 311 with an anticipated transition date of August 2022.

21 Tornado Warning Sirens ✓

INITIATIVE Improve tornado warning siren coverage by purchasing and installing ten additional sirens for a total of 178 sirens citywide. (OEM)

STATUS All ten sites have been identified and approved by Oncor, and all but one have been approved by the Department of Public Works. The tenth site is slated for Forest Cliff Park. OEM has scheduled a briefing to the Park and Recreation Board regarding the Forest Cliff Park for August 2022. All components of the sirens have been delivered, and OEM staff has coordinated with ITS to ensure P25-compliant radios and associated hardware are on hand for installation. The project is still on schedule to be completed by summer 2022.

23 Facility Security Assessment ✓

INITIATIVE In FY 2021-22, initiate \$3.5 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 Security enhancement projects such as security signage, window film, high speed gates, and camera upgrades are underway in various park locations, recreation centers, City Hall, Oak Cliff Municipal Center, Municipal Court facilities, Libraries, and DAS. Year-to-date obligations total \$2.5 million for security operation upgrades and radio communication systems.

20 Single-Role Paramedic Program ✓

INITIATIVE Develop and pilot a new Single-Role Paramedic Program to introduce a new career path within Dallas Fire-Rescue to better meet workload demands and calls for medical service. (DFR)

STATUS Phase One of the Single Role Paramedic program introduced a new career path within Dallas Fire-Rescue. Phase two (pilot program) began in February 2022, consisting of two DFR rescues staffed with existing personnel. Phase Two will be utilized to evaluate the feasibility, extent, and direction of Phase Three, which will be implemented in FY 2022-23.

22 Emergency Preparedness ✓

INITIATIVE Prepare for emergency situations that may require sheltering through the purchase and installation of eight generators in City facilities and the purchase of six mobile "power packs" that can be used to provide warming or cooling for up to a 5,000 square foot facility. (BSD and OEM)

STATUS City Council approved the purchase of the eight generators in September 2021; all eight have arrived and are currently stored offsite. Permits have been received for four of the generators (Audelia Road Library, Beckley Saner Rec Center, Jaycee-Zaragoza Rec Center, and Marcus Park Rec Center) and installation will begin August 1 with completion expected by the end of October.

With the use of additional funding sourced from the Homeland Security Grant Program, OEM has been able to procure two additional power packs, for a total of eight. Five power packs are now fully operational and the last three will be delivered in August 2022. OEM is currently developing Standard Operating Procedures (SOPs) for deploying the power pack units.

FY 2021-22 Budget Initiative Tracker

QUALITY OF LIFE, ARTS, & CULTURE**24 Trail Program**

INITIATIVE Clean 1,365 unimproved alleys spanning 129 miles and launch a pilot trail program transforming 33 alleys into safe, well-lit trails. (Revised)(PBW)

STATUS Through June, PBW has completed cleanup of 1,363 unimproved alleys. Two alleys were not cleaned, as once field inspected it was determined that no cleanup was needed. Two additional alleys were added to the pilot trail program for a total of 35 alleys. 15 of the total 35 alleys to be converted to trails have been approved to move forward (with an additional eight being contingent upon Historic Preservation approval). 12 alleys were disqualified due to property owner rejection of improvements or other factors.

26 White Rock Lake

INITIATIVE Initiate a Comprehensive Master Plan for White Rock Lake and procure a consultant to provide preliminary engineering to determine a phased approach for the dredging of White Rock Lake. (PKR and DWU)

STATUS The consultant contracts for the Master Plan and preliminary engineering for White Rock Lake Dredging will be brought forward for City Council consideration in September 2022.

25 Library Master Plan

INITIATIVE Utilize federal ARPA funds to leverage private funds and initiate a new Library master plan. (LIB)

STATUS A new RFP was posted and closed on June 28, 2022. Procurement estimates evaluations of proposals to be completed by August and will then prepare for Council agenda. Upon contract execution, the Friends of the Dallas Public Library are prepared to issue payment of matching funds directly to the vendor.

27 Wi-Fi at Park Facilities

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

STATUS This project uses \$3.0 million of ARPA funding that has been allocated for Park & Rec's enhancements. The ITS vendors have submitted quotes for the WiFi installation and equipment at 63 locations. PKR has approved the amounts and forwarded to ITS for processing, with a preliminary City Council date set for August 2022.

FY 2021-22 Budget Initiative Tracker

TRANSPORTATION & INFRASTRUCTURE**28 Sidewalk Master Plan** ✓

INITIATIVE Improve pedestrian mobility by reconstructing and repairing half of the Sidewalk Master Plan's \$30 million priority projects within the next two years. In FY 2021-22, PBW will spend \$9.7 million in bond funds (certificate of obligation and general obligation bonds), and \$0.3 million from the General Fund to complete 28 sidewalk projects, which equates to approximately 20.4 miles of sidewalk improvements. (PBW)

STATUS PBW is on track to complete approximately 20.4 miles of sidewalk improvements by September 2022. Construction on 14 of the 28 projects has been completed and seven projects are under construction. Several projects have been impacted by a cement shortage.

30 Crosswalks ✓

INITIATIVE In FY 2021-22, spend \$2.5 million (of \$5.0 million allocated) to restripe 540 lane miles and paint 504 crosswalks. (TRN)

STATUS Through July 891.08 lane miles have been restriped which exceeds the fiscal year-end goal of 540 lane miles. 1,075 crosswalks have been refreshed as of July 2022.

32 Bike Lanes ✓

INITIATIVE Extend and improve our bike lane network throughout the City with an annual investment of \$2 million to design and/or implement approximately 18 lane miles of bicycle facilities per year. (TRN)

STATUS As of July, the Richmond Bike Lane installation has been completed.

29 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. In FY 2021-22 spend \$2 million to design 50 traffic signals to leverage federal and county funds. (Revised)(TRN)

STATUS TRN is currently waiting to receive the match fund agreement from TxDOT in addition to the ones received from Dallas County and NCTCOG for the design of 44 signals in total. Design is expected to begin this fiscal year and the project to replace traffic lights will be a multi-year effort.

31 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 will be implemented in three phases. In FY 2021-22 spend \$2.0 million to procure service contract for the replacement of the school zone flashing beacon system. Phase 1 will be purchasing the system, and the vendor chosen will be responsible for the installation of all in field equipment in phases 2 and 3. (TRN)

STATUS As of July, the school zone flashing beacons have been delivered and installation is underway.

FY 2021-22 Budget Initiative Tracker

WORKFORCE, EDUCATION, & EQUITY**33 Language Access**

INITIATIVE Hire four additional Spanish speaking agents in 311, add a City language access coordinator, and ensure bilingual employees receiving language pay serve the public effectively. (311, EQU, and COM)

STATUS Four Spanish-speaking customer service agents were hired in January 2022 and completed training in February 2022. The Language Access Coordinator position has closed, first round interviews with HR have been scheduled, and second round interviews will include a full panel with representatives from DPD, OCC, COM, and PUD. The Language Skill Assignment Pay audit was published on February 25, 2022. COM and EQU will work in conjunction with HR to review the policy, research peer city policies, and implement recommendations.

34 Accessibility

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

STATUS EQU, ITS, and the proposed (ADA) software vendor have confirmed the ADA tracking program is compatible with the City's systems and meets security requirements. Software testing with City of Dallas stakeholders is currently ongoing, software add-ons have been requested, and a stakeholder's review is scheduled for July.

35 Water/Wastewater Service

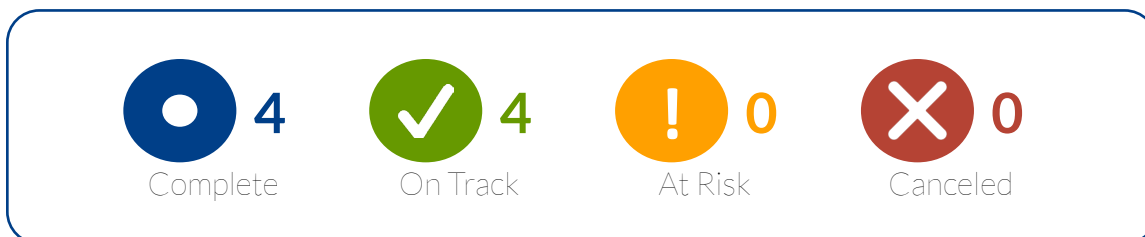
INITIATIVE Accelerate the extension of water and sewer services to all 47 occupied and unserved areas of the City. In FY 2021-22, DWU will award approximately \$9.5 million for the design of 211,219 feet and construction of 9,960 feet of new pipelines in the Mesquite Heights, Killough Blvd & Wasco Lane,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

STATUS The construction of new water and wastewater pipelines for occupied areas is underway in the Mesquite Heights and Gooch Street areas. Wasco and Killough from Wasco to University Hills Boulevard have been awarded for construction. Design contracts for all remaining occupied and unserved areas of the City were awarded by Council on February 9, 2022 and engineering work is underway. Construction contracts are planned to be awarded in summer 2022.

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 seven initiatives below, using the initiative numbers from the prior reports for reference.

**FY 2018-19****7 P-25 Radio System**

INITIATIVE Expanding radio coverage area, improving system reliability, lowering operating costs, and improving interoperability across City departments and with other public safety agencies through implementation of the new P-25 radio system. (ITS)

STATUS The project is on track to go live in August 2022. Of the 33 planned sites, 27 are complete and the remaining five are approximately 75 percent complete.

The original planned power source at the Desoto Radio Site cannot support the project, so Oncor will deliver a new power distribution. The delay is pushing back public safety migration and testing, so ITS will wait to migrate public safety departments until after the State Fair of Texas has concluded. Other departments including PKR, OAC, CCS, and TRN have already been migrated to the new radio system. DAS and PBW are currently undergoing migration.

User training for several departments (including 311, Code, Parks, and Stormwater) began in April.

23 Historic Resource Survey

INITIATIVE Devoting \$100,000 to conduct a historic resource survey with private partners. (OHP)

STATUS OHP staff and external consultant presented the final report to the Landmark Commission on May 2, 2022 and to the City Plan Commission on June 2, 2022. The final presentation to City Council is planned for August 2022.

FY 2019-20**29 Juanita J. Craft Civil Rights House**

INITIATIVE Preserve civil rights history by restoring the Juanita J. Craft Civil Rights House. (OAC)

STATUS The Mayor proclaimed February 9, 2022 as Juanita Craft Day and City Council accepted \$176,481 in private donations for the Craft House from the Junior League of Dallas and other community stakeholders with the total private donations to this project at \$403,000. An executed contract and approval for all building permits have been issued and construction is now underway. OAC estimates that the restoration process is approximately 35% complete. Despite extensive repairs anticipated to the foundation and floor, OAC's goal remains to complete construction in September.

39 Ethics Training

INITIATIVE Foster an ethical organizational culture by continuing biennial ethics training and expanding the Values Ambassador program. (EQU)

STATUS The Biennial Ethics training program was completed in December 2021. On December 8, City Council voted to approve amendments to the Code of Ethics creating the new Inspector General role, Chief Integrity Officer role, and an Integrity Champions program. The Values Ambassador program is cancelled and will be replaced in 2022 with the new Inspector General's Office. EQU acquired new Ethics eLearning content and continues to deliver live Ethics training to all new employees through New Employee Orientation and Fire Academy programs.

Budget Initiative Tracker

MULTI-YEAR INITIATIVES**FY 2020-21****4 Brush and Bulky Trash Collection**

INITIATIVE Streamline brush/bulky trash collection to reduce emissions, improve air quality, and realize collection efficiencies as outlined in the CECAP. (SAN)

STATUS SAN continues to work with the GIS vendor Route Smart Technologies to optimize and streamline collection routes. From April to June 2022 (Q3), SAN averaged 14.43 total miles driven per tons of bulk and brush collected. This is a 5.65% improvement from January to March 2022 (Q2). SAN will continue to monitor miles per tons of bulk and brush to ensure it continues to reduce emissions, improve air quality, and realize collection efficiencies as outlined in the CECAP.

5 Language Equity

INITIATIVE Assist residents in their primary languages, which include Spanish, Vietnamese, Arabic, French, Burmese, Hindi, Korean, Swahili, and Mandarin, by recruiting four additional Spanish-speaking customer service agents (CSAs) and maintaining LanguageLine translation services. (311)

STATUS 311 recruitment efforts have allowed management to hire four additional bilingual CSAs during the second quarter of FY 2021-22. Their training will be completed in March 2022. Additionally, 311 has maintained its utilization of LanguageLine, a translation service provider, which allows 311 to bridge language and cultural barriers on-demand, 24/7/365 days a year.

11 Police Mediation

INITIATIVE Strengthen accountability through the Office of Community Police Oversight by adding a mediation coordinator and intake specialist. (OPO)

STATUS As of July, both positions have been filled and the new hires have been onboarded.

25 Facility Accessibility

INITIATIVE Increase accessibility for residents with disabilities by updating City facilities in compliance with the Americans with Disabilities Act (ADA). (EQU)

STATUS ADA compliance assessment will be conducted on 26 city buildings during FY 2021-22; 17 building reviews have been completed since October 2021. ADA compliance improvements are ongoing in 5th floor restrooms (City Council Chambers); the project is 80% complete. Renovations to the two of the four 4th and 6th floor City Hall restrooms have been completed; the other two estimated to be completed in September 2022. ITS Website training has been completed and EQU and ITS have selected training modules for Accessibility Training for the CoD (Department) web content uploaders. The three-part training is anticipated by the end of the fiscal year.





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 the foundation for future innovation.









In its first operational year, 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 and collaboration. The following table summarizes current Process Improvement projects for FY 2021-22. Additional projects will be added to the list throughout the course of the fiscal year.



#	Measure	Status	Timeline	Key Performance Indicators		
				Measure (Target)	Baseline	Current
1	<u>Building Inspection Call Center</u> Increase customer satisfaction at the Building Inspection Call Center (DEV)		May – Oct 2021	Call handle rate (90%)	64%	79%
Status Update: Complete. The Process Improvement team is engaged with new leadership to support daily performance monitoring using data collection forms and post-call customer satisfaction surveys. Frequent check-ins will continue to ensure an upward trend. DEV is currently facing staffing challenges that are affecting overall performance. Work instructions are being developed to improve knowledge transfer.						
2	<u>Low Sterrett Prisoner Intake</u> Streamline the central prisoner intake process at Low Sterrett to maximize staff capacity (DPD)		Mar – Jan 2023	TBD	TBD	TBD
Status Update: Delayed. This project is pending final approval from County leadership and coordination with all entity stakeholder schedules to visit Low Sterrett for an exploratory assessment meeting. The project is facilitated by Toyota Consulting Services.						
3	<u>Water/Wastewater Permit Process</u> Reduce cycle time of Water/Wastewater Permit Application Process to decrease overall building permit lead time (DEV/DWU)		Nov 2021 – Mar 2022	Permit Application Cycle Time (1 day)	45 days	1 days
Status Update: Complete. The team is working on making minor adjustments to the application to further improve commercial and residential customers. DEV is overcoming staffing challenges and plans to cross train staff to fill the needs. Frequent check-ins will continue to ensure an upward trend.						
4	<u>SFD Building Permit Process</u> Decrease building permits issuance lead time for single-family residential developments (DEV)		Feb 2022 – TBD	Permit Application Internal Processing Time (12 days)	29 days	TBD
Status Update: On Track. Action items are being rolled out for process redesign. Timeline TBD.						

PROCESS IMPROVEMENT

#	Measure	Status	Timeline	Key Performance Indicators		
				Measure (Target)	Baseline	Current
5	<u>DPD Workload Optimization</u> Assess current operational demands to identify process improvement opportunities for workload management (DPD)		Jan - Dec 2022	TBD	TBD	TBD
			Status Update: On Track. Weekly meetings with stakeholder are taking place to determine best fit model to represent all factors to be considered. Comprehensive data assessment is ongoing, insights and conclusions will be delivered shortly in order to determine next steps.			
6	<u>DFR Workload Optimization</u> Assess current operational demands to identify process improvement opportunities for workload management (DFR)		Jan - Dec 2022	TBD	TBD	TBD
			Status Update: On Track. Weekly meetings with stakeholders are taking place. Relevant factors have been determined. Training pipeline project will be launched as a result of process analysis.			
7	<u>New Employee Hiring</u> Document the current process and make the documented steps detailed enough for everyone involved to understand and follow. (HR/CVS)		Mar - Aug 2022	Percentage of hiring managers introduced to standardized tools (100%)	0%	75%
			Status Update: On Track. New tools for hiring managers and department leadership have been developed and presented to department directors. These tools include updated instructions to guide hiring managers through the process, and also a Tableau dashboard for leadership to track recruitment progress and timeliness. Data is continuously monitored through performance tracking tools to ensure results are sustained.			
8	<u>New Employee Onboarding</u> Reduce lead time for onboarding new employees to maximize throughput and increase internal customer satisfaction. (HR/CVS)		Aug - Dec 2022	TBD	TBD	TBD
			Status Update: On Track. Team has been formed and weekly meetings are being conducted. Opportunities for improvement are being identified and solutions will be documented in an action plan. The actions will result a process redesign, to be communicated in the near future.			
9	<u>Contract Review and Execution</u> Decrease contract review and execution lead time in order to minimize costs to the City and improve quality of procurement services from vendors. (OPS)		Aug - Dec 2022	Number of contract development days	TBD	TBD
			Status Update: On Track. The kickoff meeting has taken place and a data collection plan has been compiled. Next steps include conducting a data assessment and documenting the current process.			
10	<u>Risk Review & Certificate of Insurances</u> Decrease the number of days and rework to process Risk Reviews and Certificates of Insurance (ORM)		Sept 2022 - Jan 2023	TBD	TBD	TBD
			Status Update: On Track. A process map has been created and opportunities for improvement have been identified. Next steps include an executive review.			





City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2185

Item #: G.

Denton Central Appraisal District Revised 2023 Proposed Budget
[Budget & Management Services]

Memorandum



CITY OF DALLAS

DATE September 30, 2022

Honorable Members of the Government Performance and Financial Management
TO Committee: Cara Mendelsohn (Chair), Gay Donnell Willis (Vice Chair), Tennell Atkins,
Adam Bazaldua, Adam McGough, Paul Ridley, Chad West

SUBJECT **Denton Central Appraisal District Revised 2023 Proposed Budget**

Pursuant to the Texas Property Tax Code, each taxing unit entitled to vote on the appointment of board members has a right to adopt a resolution disapproving a central appraisal district's (CAD) budget. On August 24, 2022, the City Council voted to disapprove Denton CAD's 2023 proposed budget. Since then, a majority of the taxing units in Denton County (approximately 40 of the 61) have also voted to disapprove.

On September 16, 2022, the Denton CAD submitted a revised 2023 proposed budget in accordance with the requirements of the Texas Property Tax Code (Sec 6.06). This is the second budget proposed by Denton CAD.

The revised 2023 proposed budget totals \$17,809,791.50 and reflects a decrease of \$188,152.83 compared to the original proposed budget of \$17,997,944.33. Additionally, the City of Dallas's proposed allocation decreased from \$94,631.73 to \$93,582.72.

The Denton CAD Board of Directors conducted a public hearing on the revised budget on Tuesday, September 27 and approved the budget with no changes. The revised budget will take effect 30 days after the public hearing unless a majority of taxing entities continue to oppose the revised budget. The City of Dallas City Council should take action on October 26 if you choose to oppose Denton CAD's revised budget.

Please let me know if you have any questions.

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

Jack Ireland
Chief Financial Officer


[Attachment]

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Chris Caso, 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
Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors



Denton Central Appraisal District
3911 Morse Street
Denton, TX 76208

(940) 349-3800
 www.dentoncad.com

TO: Taxing Entities of Denton County
FROM: Don Spencer, Interim Chief Appraiser
DATE: September 16, 2022
SUBJECT: Proposed 2023 Budget

This is the latest revision to the proposed 2023 Budget for the Denton Central Appraisal District. This budget includes 17 new full time employees. I feel this is the most important part of this budget and the only way to continue improvement in the service provided to all of the entities here in Denton County, but it is also the largest part of the increase YOY.

We are also asking to increase the total number of ARB members to 42. This increase to the budget is minimal at \$33,255 more than last year, but also a very important piece to the process of roll certification. As the county continues to grow, the District will need to increase the number of appraisers, customer service representatives, and Appraisal Review Board members to maintain the integrity of the appraisal roll and to offer an increased level of service to the entities and property owners.

Some other categories that were increased in the 2023 budget were Technology and Seasonal Labor, which enhances accuracy and mitigates the need for even more full-time employees with benefits. The other two categories of increase are Legal Notices & Publications and Subscriptions & Contracts. Both of these are due to the rising economy and record-high inflation.

The total budget is \$17,809,791.50. The 2023 budget increase is an overall total of \$2,485,497.57 or 16.22%. We have increased the use of some available fund balance to lower the increase to the entities. The CAD will be asking the entities to fund \$16,785,291.50 of the budget which is a 13.75% increase.

The Denton Central Appraisal District's proposed 2023 budget is hereby submitted and delivered. This budget was completed in accordance with the requirements of the Texas Property Tax Code (Sec 6.06). A public hearing will be held on the proposed budget on September 27, 2022, at 3:00 pm at 3911 Morse Street, Denton, Texas. The public hearing notice was published in accordance with the Texas Property Tax Code (Sec 6.06 and 6.062).

We truly appreciate your support and I welcome any questions you may have about the current proposed budget and our plans to use this budget to better serve you and all the taxpayers of Denton County.

Don Spencer

Denton Central Appraisal District
Interim Chief Appraiser

Please remember that the 2023 proposed allocations are just estimated amounts. The 2021 levies were used for calculation purposes. Therefore your 2023 allocations could change depending on the increase/decrease to your 2022 levies.

Notice Of Public Hearing On Denton Central Appraisal District 2023 Budget

The Denton Central Appraisal District will hold a public hearing on a proposed budget for the 2023 fiscal year. The public hearing will be held on September 27, 2022 at 3:00 P.M. at 3911 Morse Street, Denton, Texas.

A summary of the appraisal district budget follows:

The total amount of the proposed budget.	\$17,809,791.50
The total amount of increase over the current year's budget.	\$2,485,497.69
The number of employees compensated under the proposed budget.	104
The number of employees compensated under the current budget.	87

The appraisal district is supported solely by payments from the local taxing units served by the appraisal district.

If approved by the appraisal district board of directors at the public hearing, this proposed budget will take effect automatically unless disapproved by the governing bodies of the county, school districts, cities and towns served by the appraisal district.

A copy of the proposed budget is available for public inspection in the office of each of those governing bodies. A copy is also available for public inspection at the appraisal district office.

Ann Pomykal
Secretary of the Board of Directors
Denton Central Appraisal District
3911 Morse Street
Denton, Texas 76208
(940) 349-3800

Denton Central Appraisal District

2023 Budget

**SUMMARY OF 2022 REVENUES AND EXPENSES BUDGET AND
COMPARISON TO THE 2023 REVENUES AND EXPENSES BUDGET**

<u>CLASSIFICATION</u>	<u>2022 BUDGET</u>	<u>2023 BUDGET</u>	
REVENUES:			
		17 new FTE'S	
FUNDING FROM JURISDICTIONS	\$14,756,793.83	\$16,785,291.50	13.75%
DCAD DESIGNATED FUND	\$550,000.00	\$1,000,000.00	
INTEREST INCOME	\$14,500.00	\$12,000.00	
OTHER SERVICES	\$500.00	\$10,000.00	
MISCELLANEOUS INCOME	\$2,500.00	\$2,500.00	
TOTAL REVENUES	<u>\$15,324,293.83</u>	<u>\$17,809,791.50</u>	
EXPENSES:			
TOTAL BUDGETED EXPENSES	<u>\$15,324,293.83</u>	<u>\$17,809,791.50</u>	
TOTAL BUDGET	<u>\$15,324,293.83</u>	<u>\$17,809,791.50</u>	16.22%

	2022 YEAR	2023 YEAR	+/- CHANGE	+/- PERCENTAGE
ACCOUNTS	456,353	465,751	9,398	2.06%
BUDGET	\$15,324,293.93	\$17,809,791.50	\$2,485,497.57	16.22%
COST PER PARCEL	\$33.58	\$38.24	\$4.66	13.87%

DENTON CAD 2023 BUDGET ALLOCATIONS

*The 2023 proposed budget allocations are **estimated** amounts. 2021 levies are used for calculation purposes. Please be aware that allocations will change for each entity based on the increases/decreases to their 2022 actual levies.*

<u>JURISDICTIONS</u>	<u>2021 TAX LEVY</u>	<u>% OF TOTAL LEVIES</u>	<u>2023 BUDGET ALLOCATIONS</u>
SCHOOL DISTRICTS:			
S01 ARGYLE ISD	44,666,551.35	1.7623%	\$295,808.53
S02 AUBREY ISD	23,257,965.94	0.9176%	\$154,028.11
S03 CARROLLTON-FB ISD	59,527,509.57	2.3486%	\$394,226.65
S04 CELINA ISD	955,171.47	0.0377%	\$6,325.71
S05 DENTON ISD	315,496,942.05	12.4479%	\$2,089,408.82
S06 FRISCO ISD	176,403,227.41	6.9599%	\$1,168,247.33
S07 KRUM ISD	14,906,996.39	0.5882%	\$98,723.02
S08 LAKE DALLAS ISD	36,572,676.47	1.4430%	\$242,206.07
S09 LEWISVILLE ISD	609,953,842.87	24.0656%	\$4,039,477.95
S10 LITTLE ELM ISD	87,843,727.51	3.4659%	\$581,753.53
S11 NORTHWEST ISD	168,408,872.70	6.6445%	\$1,115,303.95
S12 PILOT POINT ISD	9,334,975.48	0.3683%	\$61,821.77
S13 PONDER ISD	11,267,647.21	0.4446%	\$74,621.08
S14 SANGER ISD	17,389,740.44	0.6861%	\$115,165.23
S15 ERA ISD	1,610.71	0.0001%	\$10.67
S16 SLIDELL ISD	491,018.53	0.0194%	\$3,251.82
S17 PROSPER ISD	28,511,184.57	1.1249%	\$188,818.06
<hr/>			
SCHOOL DISTRICTS TOTALS	<u>1,604,989,660.67</u>	<u>63.3245%</u>	<u>\$10,629,198.30</u>
<hr/>			
G01 DENTON COUNTY	<u>290,615,211.13</u>	<u>11.4662%</u>	<u>\$1,924,627.17</u>

<u>JURISDICTIONS</u>	<u>2021 TAX LEVY</u>	<u>% OF TOTAL LEVIES</u>	<u>2023 BUDGET ALLOCATIONS</u>
CITIES:			
C26 TOWN OF ARGYLE	3,367,235.77	0.1329%	\$22,299.84
C01 CITY OF AUBREY	2,971,073.47	0.1172%	\$19,676.22
C31 TOWN OF BARTONVILLE	805,285.89	0.0318%	\$5,333.08
C02 CITY OF CARROLLTON	55,790,197.66	2.2012%	\$369,475.95
C49 CITY OF CELINA	2,227,472.90	0.0879%	\$14,751.65
C03 CITY OF THE COLONY	39,154,180.61	1.5448%	\$259,302.32
C21 TOWN OF COPPELL	1,096,322.80	0.0433%	\$7,260.50
C27 TOWN OF COPPER CANYON	958,389.03	0.0378%	\$6,347.02
C04 CITY OF CORINTH	14,694,208.45	0.5798%	\$97,313.81
C20 CITY OF DALLAS	14,130,821.56	0.5575%	\$93,582.72
C05 CITY OF DENTON	80,391,469.44	3.1718%	\$532,400.23
C42 TOWN OF DISH	165,329.51	0.0065%	\$1,094.91
C30 TOWN OF DOUBLE OAK	1,230,064.63	0.0485%	\$8,146.22
C47 TOWN OF CORRAL CITY	19,479.36	0.0008%	\$129.00
C07 TOWN OF FLOWER MOUND	52,336,136.87	2.0649%	\$346,601.10
C36 CITY OF FORT WORTH	29,373,746.92	1.1589%	\$194,530.46
C32 CITY OF FRISCO	61,303,377.25	2.4187%	\$405,987.51
C39 CITY OF GRAPEVINE	395.98	0.0000%	\$2.62
C22 TOWN OF HACKBERRY	185,473.36	0.0073%	\$1,228.32
C38 CITY OF HASLET	1,321.18	0.0001%	\$8.75
C19 TOWN OF HICKORY CREEK	2,295,183.21	0.0906%	\$15,200.07
C08 CITY OF HIGHLAND VILLAGE	14,212,673.93	0.5608%	\$94,124.80
C09 CITY OF JUSTIN	3,887,591.84	0.1534%	\$25,745.95
C18 CITY OF KRUGERVILLE	967,510.19	0.0382%	\$6,407.43
C10 CITY OF KRUM	3,159,195.55	0.1246%	\$20,922.08
C11 CITY OF LAKE DALLAS	3,559,238.13	0.1404%	\$23,571.40
C25 CITY OF LAKEWOOD VILLAGE	587,790.05	0.0232%	\$3,892.70
C12 CITY OF LEWISVILLE	75,941,107.55	2.9962%	\$502,927.28
C13 TOWN OF LITTLE ELM	32,887,958.71	1.2976%	\$217,803.67
C45 CITY OF NEW FAIRVIEW	118,127.58	0.0047%	\$782.31
C33 TOWN OF NORTHLAKE	4,419,467.66	0.1744%	\$29,268.35
C24 CITY OF OAK POINT	3,066,985.65	0.1210%	\$20,311.41
C14 CITY OF PILOT POINT	2,573,545.20	0.1015%	\$17,043.55
C29 CITY OF PLANO	6,397,344.14	0.2524%	\$42,367.03
C15 TOWN OF PONDER	1,391,898.92	0.0549%	\$9,217.98
C48 CITY OF PROSPER	6,505,915.39	0.2567%	\$43,086.05
C51 TOWN OF PROVIDENCE VILLAGE	4,706,556.23	0.1857%	\$31,169.62
C17 CITY OF ROANOKE	9,766,854.45	0.3853%	\$64,681.93
C16 CITY OF SANGER	5,716,361.20	0.2255%	\$37,857.15
C34 TOWN OF SHADY SHORES	1,223,833.42	0.0483%	\$8,104.95
C37 CITY OF SOUTHLAKE	662,925.28	0.0262%	\$4,390.29
C28 CITY OF TROPHY CLUB	9,683,340.90	0.3821%	\$64,128.86
C44 CITY OF WESTLAKE	58,460.54	0.0023%	\$387.16
CITIES TOTALS	553,991,848.36	21.8576%	\$3,668,864.25

<u>JURISDICTIONS</u>	<u>2021 TAX LEVY</u>	<u>% OF TOTAL LEVIES</u>	<u>2023 BUDGET ALLOCATIONS</u>
SPECIAL DISTRICTS:			
ESD1 DENTON CO EMER SER DIST	4,768,932.98	0.1882%	\$31,582.72
ESD2 TROPHY CLUB PID #1 EM SER	529,223.57	0.0209%	\$3,504.83
W04 CLEARCREEK WATERSHED AUTH	302,762.84	0.0119%	\$2,005.08
L01 DEN CO LEVY IMPR DIST #1	1,190,369.33	0.0470%	\$7,883.34
MMD1 HIGHWAY 380 MUN MAN DIST	2,663,103.41	0.1051%	\$17,636.66
MMD3 NORTHLAKE MUN. MAN. DIST. #1	1,655,199.61	0.0653%	\$10,961.72
MMD4 NORTHLAKE MUN. MAN. DIST. #2	300,890.69	0.0119%	\$1,992.68
PID7 NORTHLAKE PID NO 1	1,448,413.69	0.0571%	\$9,592.26
W03 TROPHY CLUB MUD #1	1,560,187.32	0.0616%	\$10,332.49
W13 DCFWSD #6	7,126,711.63	0.2812%	\$47,197.33
W17 DCFWSD #10	16,169,994.04	0.6380%	\$107,087.34
W18 DCFWSD #8A	2,404,749.28	0.0949%	\$15,925.68
W19 DCFWSD #8B	1,515,424.70	0.0598%	\$10,036.05
W20 DCFWSD #11A	4,395,940.55	0.1734%	\$29,112.54
W21 DCFWSD #7	7,590,837.69	0.2995%	\$50,271.05
W22 DENTON CO MUD #4	1,463,556.69	0.0577%	\$9,692.54
W23 DENTON CO MUD #5	1,401,129.76	0.0553%	\$9,279.12
W24 FRISCO WEST WCID	4,382,110.08	0.1729%	\$29,020.95
W25 DCFWSD #11B	2,345,097.10	0.0925%	\$15,530.63
W26 DCFWSD #4A	762,175.52	0.0301%	\$5,047.58
W27 OAK POINT WATER CONT. #1	711,328.90	0.0281%	\$4,710.84
W28 OAK POINT WATER CONT. #2	466,874.22	0.0184%	\$3,091.92
W29 OAK POINT WATER CONT. #3	633,298.55	0.0250%	\$4,194.08
W30 SMILEY RD WCID #1	315,605.97	0.0125%	\$2,090.13
W32 DCFWSD #11C	1,385,717.22	0.0547%	\$9,177.05
W33 NORTH FT WORTH WCID NO 1	10,147.54	0.0004%	\$67.20
W37 BROOKFIELD WCID	75,418.00	0.0030%	\$499.46
W38 ALPHA RANCH FWSD NO 1	185,866.24	0.0073%	\$1,230.92
W39 BELMONT FWSD NO 1	6,351,824.69	0.2506%	\$42,065.57
W41 THE LAKES FWSD	2,702,836.56	0.1066%	\$17,899.79
W42 CANYON FALLS WCID #2	2,382,332.69	0.0940%	\$15,777.23
W43 OAK POINT WATER CONT. #4	1,096,762.77	0.0433%	\$7,263.42
W44 CANYON FALLS MUD NO 1	596,832.54	0.0235%	\$3,952.58
W45 BELMONT FWSD NO 2	777,422.02	0.0307%	\$5,148.55
W47 DENTON CO MUD #6	2,499,177.67	0.0986%	\$16,551.04
W48 FAR NORTH FT WORTH MUD NO 1	4,511.13	0.0002%	\$29.88
W49 DENTON CO MUD #9	365,429.93	0.0144%	\$2,420.09
W54 DENTON CO MUD #10	0.00	0.0000%	\$0.00
W55 BIG SKY MUD	192,207.75	0.0076%	\$1,272.91
W57 DENTON CO MUD NO 8	2,668.32	0.0001%	\$17.67
W59 TRADITION MUD DENTON CO NO 2B	218,774.72	0.0086%	\$1,448.86
SPECIAL DISTRICTS TOTALS	<u>84,951,847.91</u>	<u>3.3518%</u>	<u>\$562,601.78</u>
GRAND TOTALS	<u>2,534,548,568.07</u>	<u>100.0000%</u>	<u>\$16,785,291.50</u>

ACCT #	ACCOUNT TITLE	2022 BUDGET	2023 BUDGET	AMOUNT CHANGE	PERCENT CHANGE
5100	PERSONNEL SERVICES				
5110	SALARIES	\$7,188,342.26	\$8,771,498.24	\$1,583,155.98	22.02%
5120	LONGEVITY PAY	\$89,560.00	\$75,500.00	(\$14,060.00)	-15.70%
5130	SOCIAL SECURITY (FICA)	\$595,820.42	\$723,494.79	\$127,674.37	21.43%
5140	RETIREMENT (TCDRS)	\$1,263,990.00	\$1,244,853.27	(\$19,136.73)	-1.51%
5150	WORKERS' COMP INSURANCE	\$51,262.16	\$65,889.96	\$14,627.80	28.54%
5160	GROUP HEALTH INSURANCE	\$1,509,217.74	\$1,635,904.40	\$126,686.66	8.39%
	TOTAL 5100 - PERSONNEL SERVICES	\$10,698,192.58	\$12,517,140.66	\$1,818,948.08	17.00%
5200	EDUCATION & TRAINING				
5210	MEMBERSHIPS, SUBSCRIPTIONS & DUES	\$22,330.00	\$22,630.00	\$300.00	1.34%
5220	TRAINING - SCHOOLS, CONFERENCES & TRAVEL	\$87,740.00	\$102,700.00	\$14,960.00	17.05%
	TOTAL 5200 - EDUCATION & TRAINING	\$110,070.00	\$125,330.00	\$15,260.00	13.86%
5300	SERVICES RECEIVED				
5310	APPRAISAL REVIEW BOARD	\$418,035.00	\$451,290.00	\$33,255.00	7.96%
5315	OIL, GAS, HEAVY INDUSTRIAL, AND UTILITY VALUATION	\$180,000.00	\$180,000.00	\$0.00	0.00%
5325	LEGAL SERVICES	\$450,000.00	\$475,000.00	\$25,000.00	5.56%
5330	AUDIT & PAYROLL PROCESSING	\$41,000.00	\$39,500.00	(\$1,500.00)	-3.66%
5340	SUBSCRIPTIONS & CONTRACTS	\$624,572.86	\$824,756.86	\$200,184.00	32.05%
5345	AUTO EXPENSE REIMBURSEMENT	\$515,008.00	\$610,542.00	\$95,534.00	18.55%
5350	GENERAL INSURANCE	\$33,410.62	\$34,929.59	\$1,518.97	4.55%
5360	PRINTING SERVICE	\$159,355.00	\$159,000.00	(\$355.00)	-0.22%
5370	POSTAGE & FREIGHT	\$333,007.78	\$352,700.00	\$19,692.22	5.91%
5380	LEGAL NOTICES & ADVERTISING	\$6,000.00	\$8,000.00	\$2,000.00	33.33%
5390	OFFICE SUPPLIES	\$69,650.00	\$65,950.00	(\$3,700.00)	-5.31%
	TOTAL 5300 - SERVICES RECEIVED	\$2,830,039.26	\$3,201,668.45	\$338,374.19	13.13%
5400	UTILITIES & MAINTENANCE				
5410	OFFICE EQUIPMENT MAINTENANCE	\$18,950.00	\$17,400.00	(\$1,550.00)	-8.18%
5420	INFORMATION TECHNOLOGY MAINTENANCE	\$861,200.00	\$1,072,200.00	\$211,000.00	24.50%
5430	ELECTRICITY, WATER, SEWER, & SOLID WASTE	\$85,971.00	\$89,020.00	\$3,049.00	3.55%
5440	TELEPHONE	\$99,508.00	\$103,084.00	\$3,576.00	3.59%
5450	BUILDING & GROUNDS MAINTENANCE	\$170,011.00	\$145,011.00	(\$25,000.00)	-14.70%
	TOTAL 5400 - UTILITIES & MAINTENANCE	\$1,235,640.00	\$1,426,715.00	\$191,075.00	15.46%
5500	CAPITAL OUTLAY				
5510	FURNITURE & EQUIPMENT	\$70,000.00	\$70,500.00	\$500.00	0.71%
5520	BUILDING & LAND IMPROVEMENTS	\$50,000.00	\$0.00	(\$50,000.00)	-100.00%
	TOTAL 5500 - CAPITAL OUTLAY	\$120,000.00	\$70,500.00	(\$49,500.00)	-41.25%
5600	MISCELLANEOUS				
5610	CONTINGENCY	\$71,161.74	\$76,672.23	\$5,510.49	7.74%
5620	MISCELLANEOUS	\$39,500.00	\$58,450.00	\$18,950.00	47.97%
5630	SEASONAL LABOR	\$150,000.00	\$261,250.00	\$111,250.00	74.17%
	TOTAL 5600 - MISCELLANEOUS	\$260,661.74	\$396,372.23	\$135,710.49	52.06%
5900	DEBT SERVICE				
5920	EQUIPMENT PAYMENTS	\$69,690.24	\$72,065.16	\$2,374.92	3.41%
	TOTAL 5900 - DEBT SERVICE	\$69,690.24	\$72,065.16	\$2,374.92	3.41%
	TOTAL ALL DEPARTMENTS:	\$15,324,293.81	\$17,809,791.50	\$2,485,497.69	16.22%

2023 BUDGET SUMMARY BY DEPARTMENT

ACCT	ACCOUNT TITLE	DEPT #101 ADMINISTRATION	DEPT #102 CUSTOMER SERV	DEPT #103 MAPPING	DEPT #104 INFO TECHNOLOGY	DEPT #105 OVERHEAD	DEPT #201 COMMERCIAL	DEPT #202 APPEALS	DEPT #203 PERSONAL PROP	DEPT #204 RESIDENTIAL	TOTAL 2023 BUDGET
5100	PERSONNEL SERVICES										
5110	SALARIES	\$956,482.24	\$964,127.20	\$724,506.08	\$770,516.08	\$198,000.00	\$1,242,912.80	\$432,384.08	\$849,536.96	\$2,633,032.80	\$8,771,498.24
5120	LONGEVITY PAY	\$8,315.00	\$7,780.00	\$8,890.00	\$7,580.00	\$0.00	\$7,500.00	\$4,670.00	\$12,195.00	\$18,570.00	\$75,500.00
5130	SOCIAL SECURITY (FICA)	\$77,203.59	\$74,775.48	\$57,799.28	\$61,222.65	\$15,147.00	\$104,997.23	\$33,859.21	\$71,866.54	\$226,623.81	\$723,494.79
5140	RETIREMENT (TCDRS)	\$130,474.14	\$127,069.44	\$96,784.49	\$104,038.49	\$43,283.00	\$178,426.66	\$57,538.53	\$122,126.15	\$385,112.36	\$1,244,853.27
5150	WORKERS' COMP INSURANCE	\$8,101.79	\$4,007.57	\$3,077.96	\$3,281.21	\$1,267.20	\$10,987.63	\$2,450.09	\$7,419.68	\$25,296.82	\$65,889.96
5160	GROUP HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,635,904.40	\$0.00	\$0.00	\$0.00	\$0.00	\$1,635,904.40
	TOTAL 5100 - PERSONNEL SERVICES	\$1,180,576.76	\$1,177,759.69	\$891,057.81	\$946,638.43	\$1,893,601.60	\$1,544,824.32	\$530,901.92	\$1,063,144.34	\$3,288,635.79	\$12,517,140.66
5200	EDUCATION & TRAINING										
5210	MEMBERSHIPS, SUBSCRIPTIONS & DUES	\$0.00	\$0.00	\$0.00	\$0.00	\$22,630.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,630.00
5220	TRAINING, SCHOOLS, CONF, AND TRAVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$102,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,700.00
	TOTAL 5200 - EDUCATION & TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$125,330.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,330.00
5300	SERVICES RECEIVED										
5310	APPRAISAL REVIEW BOARD	\$0.00	\$0.00	\$0.00	\$0.00	\$451,290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$451,290.00
5315	OIL, GAS, HEAVY INDUSTRIAL, AND UTILITY VALUATION	\$0.00	\$0.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180,000.00
5325	LEGAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$475,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$475,000.00
5330	AUDIT & PAYROLL PROCESSING	\$0.00	\$0.00	\$0.00	\$0.00	\$39,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,500.00
5340	SUBSCRIPTIONS & CONTRACTS	\$0.00	\$99,505.00	\$110,000.00	\$0.00	\$448,100.00	\$112,416.62	\$3,600.00	\$48,569.62	\$2,565.62	\$824,756.86
5345	AUTO EXPENSE REIMBURSEMENT	\$44,400.00	\$8,334.00	\$17,235.00	\$22,200.00	\$0.00	\$122,100.00	\$5,550.00	\$78,402.00	\$312,321.00	\$610,542.00
5350	GENERAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$34,929.59	\$0.00	\$0.00	\$0.00	\$0.00	\$34,929.59
5360	PRINTING SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$159,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$159,000.00
5370	POSTAGE & FREIGHT	\$0.00	\$0.00	\$0.00	\$0.00	\$352,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$352,700.00
5380	LEGAL NOTICES & ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00
5390	OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$65,950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,950.00
	TOTAL 5300 - SERVICES RECEIVED	\$44,400.00	\$107,839.00	\$127,235.00	\$22,200.00	\$2,214,469.59	\$234,516.62	\$9,150.00	\$126,971.62	\$314,886.62	\$3,201,668.45
5400	UTILITIES & MAINTENANCE										
5410	OFFICE EQUIPMENT MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$17,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,400.00
5420	INFORMATION TECHNOLOGY MAINTENANCE	\$0.00	\$0.00	\$0.00	\$1,072,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,072,200.00
5430	ELECTRICITY, WATER, SEWER, & SOLID WASTE	\$0.00	\$0.00	\$0.00	\$0.00	\$89,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,020.00
5440	TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$103,084.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103,084.00
5450	BUILDING & GROUNDS MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$145,011.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,011.00
	TOTAL 5400 - UTILITIES & MAINTENANCE	\$0.00	\$0.00	\$0.00	\$1,072,200.00	\$354,515.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,426,715.00
5500	CAPITAL OUTLAY										
5510	FURNITURE & EQUIPMENT	\$4,500.00	\$4,500.00	\$7,000.00	\$6,000.00	\$19,000.00	\$7,000.00	\$4,500.00	\$6,000.00	\$12,000.00	\$70,500.00
5520	BUILDING & LAND IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL 5500 - CAPITAL OUTLAY	\$4,500.00	\$4,500.00	\$7,000.00	\$6,000.00	\$19,000.00	\$7,000.00	\$4,500.00	\$6,000.00	\$12,000.00	\$70,500.00
5600	MISCELLANEOUS										
5610	CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$76,672.23	\$0.00	\$0.00	\$0.00	\$0.00	\$76,672.23
5620	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$58,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,450.00
5630	SEASONAL LABOR	\$0.00	\$0.00	\$0.00	\$0.00	\$261,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$261,250.00
	TOTAL 5600 - MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$396,372.23	\$0.00	\$0.00	\$0.00	\$0.00	\$396,372.23
5910	BUILDING & LAND PAYMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5920	EQUIPMENT PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$72,065.16	\$0.00	\$0.00	\$0.00	\$0.00	\$72,065.16
	TOTAL 5900 - DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$72,065.16	\$0.00	\$0.00	\$0.00	\$0.00	\$72,065.16
	TOTALS:	\$1,229,476.76	\$1,290,098.69	\$1,025,292.81	\$2,047,038.43	\$5,075,353.58	\$1,786,340.94	\$544,551.92	\$1,196,115.96	\$3,615,522.41	\$17,809,791.50

2023 BUDGET

5100 - PERSONNEL SERVICES

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5110 - SALARIES	\$7,188,342.26	\$8,771,498.24	\$1,583,155.98
FULL-TIME SALARIES & SALARY ADJUSTMENTS \$8,771,498.24			
TOTAL ACCOUNT #5110 \$8,771,498.24			
ACCT #5120 - LONGEVITY PAY	\$89,560.00	\$75,500.00	(\$14,060.00)
DCAD RECOGNIZES CONTINUED SERVICE WITH LONGEVITY PAY.			
TOTAL ACCOUNT #5120 \$75,500.00			
ACCT #5130 - SOCIAL SECURITY (FICA)	\$595,820.42	\$723,494.79	\$127,674.37
SOCIAL SECURITY IS CALCULATED ON FULL TIME SALARIES AND LONGEVITY.			
TOTAL ACCOUNT #5130 \$723,494.79			
ACCT #5140 - RETIREMENT (TCDRS)	\$1,263,990.00	\$1,244,853.27	(\$19,136.73)
RETIREMENT IS APPLICABLE ONLY TO FULL-TIME EMPLOYEES.			
TOTAL ACCOUNT #5140 \$1,244,853.27			
ACCT #5150 - WORKERS' COMP INSURANCE	\$51,262.16	\$65,889.96	\$14,627.80
THE DISTRICT PAYS WORKERS' COMPENSATION PREMIUMS ON ALL FULL TIME EMPLOYEES.			
TOTAL ACCOUNT #5150 \$65,889.96			
ACCT #5160 - GROUP HEALTH INSURANCE	\$1,509,217.74	\$1,635,904.40	\$126,686.66
GROUP HEALTH INSURANCE IS PROVIDED TO ALL FULL-TIME EMPLOYEES.			
TOTAL ACCOUNT #5160 \$1,635,904.40			
TOTAL 5100 - PERSONNEL SERVICES	\$10,698,192.58	\$12,517,140.66	\$1,818,948.08

2023 BUDGET

5200 - EDUCATION & TRAINING

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5210 - MEMBERSHIPS, SUBSC & DUES	\$22,330.00	\$22,630.00	\$300.00
THIS ACCOUNT IS CHARGED FOR ALL MEMBERSHIPS AND DUES, AND SUBSCRIPTIONS TO EDUCATIONAL MEDIA.			
TOTAL ACCOUNT #5210	\$22,630.00		
ACCT #5220 - TRAINING - SCHOOLS, CONFERENCES & TRAVEL	\$87,740.00	\$102,700.00	\$14,960.00
THIS ACCOUNT IS CHARGED FOR ALL EDUCATIONAL RELATED TRAINING AND TRAVEL.			
TOTAL ACCOUNT #5220	\$102,700.00		
TOTAL 5200 - EDUCATION & TRAINING	\$110,070.00	\$125,330.00	\$15,260.00

2023 BUDGET

5300 - SERVICES RECEIVED

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5310 - APPRAISAL REVIEW BOARD THIS BUDGET ITEM IS CHARGED FOR PAYMENTS TO THE 42 MEMBER ARB PANEL FOR WORK PERFORMED DURING THE MANDATED EQUALIZATION PROCESS. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$418,035.00	\$451,290.00	\$33,255.00
TOTAL ACCOUNT #5310	<u>\$451,290.00</u>		
ACCT #5315 - OIL, GAS, HEAVY INDUSTRIAL, AND UTILITY VALUATION THIS BUDGET ITEM IS FOR CONTRACTED SERVICES. IT IS A BID ITEM. THIS ACCOUNT WAS MOVED TO OVERHEAD IN 2023.	\$180,000.00	\$180,000.00	\$0.00
TOTAL ACCOUNT #5315	<u>\$180,000.00</u>		
ACCT #5325 - LEGAL SERVICES THIS BUDGET ITEM IS CHARGED FOR ALL LEGAL EXPENSES ASSOCIATED WITH DEFENDING VALUES. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$450,000.00	\$475,000.00	\$25,000.00
TOTAL ACCOUNT #5325	<u>\$475,000.00</u>		
ACCT #5330 - AUDIT & PAYROLL PROCESSING THIS BUDGET ITEM IS FOR THE ANNUAL AUDIT AND FOR PAYROLL PROCESSING. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$41,000.00	\$39,500.00	(\$1,500.00)
TOTAL ACCOUNT #5330	<u>\$39,500.00</u>		
ACCT #5340 - SUBSCRIPTIONS & CONTRACTS THIS BUDGET ITEM IS CHARGED FOR EXPENSES INCURRED TO OBTAIN OWNERSHIP, SALES AND VALUE INFORMATION.	\$624,572.86	\$824,756.86	\$200,184.00
TOTAL ACCOUNT #5340	<u>\$824,756.86</u>		
ACCT #5345 - AUTO EXPENSE REIMBURSEMENT THIS BUDGET ITEM IS TO COMPENSATE EMPLOYEES FOR THE USE OF THEIR PRIVATELY OWNED VEHICLES DURING THE PERFORMANCE OF THEIR JOB DUTIES.	\$515,008.00	\$610,542.00	\$95,534.00
TOTAL ACCOUNT #5345	<u>\$610,542.00</u>		

2023 BUDGET

5300 - SERVICES RECEIVED (continued)

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5350 - GENERAL INSURANCE ALL INSURANCE EXCEPT GROUP HEALTH AND WORKERS' COMPENSATION IS CHARGED TO THIS ACCOUNT. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$33,410.62	\$34,929.59	\$1,518.97
TOTAL ACCOUNT #5350	<u>\$34,929.59</u>		
ACCT #5360 - PRINTING SERVICES THIS ACCOUNT IS CHARGED FOR ALL ITEMS THAT ARE PRINTED AND MAILED. ITEMS THAT ARE PRINTED AND CONSUMED WITHIN THE BUILDING ARE CHARGED TO OFFICE SUPPLIES. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$159,355.00	\$159,000.00	(\$355.00)
TOTAL ACCOUNT #5360	<u>\$159,000.00</u>		
ACCT #5370 - POSTAGE AND FREIGHT THIS ITEM IS CHARGED FOR ALL ITEMS THAT ARE MAILED. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$333,007.78	\$352,700.00	\$19,692.22
TOTAL ACCOUNT #5370	<u>\$352,700.00</u>		
ACCT #5380 - LEGAL NOTICES & ADVERTISING THIS ACCOUNT IS CHARGED FOR ADVERTISEMENTS IN NEWSPAPERS CONCERNING EXEMPTION MATTERS SUCH AS HOMESTEADS, OVER-65, DISABLED VETERANS, AND PRODUCTIVITY VALUATION MATTERS. OTHER ADVERTISEMENTS HAVE TO DO WITH APPRAISAL REVIEW NOTICES, MISCELLANEOUS, CLASSIFIED ADVERTISING, AND INVITATIONS TO BID. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT. SB 622 requires a line item indicating expenditures for notices required by law to be published in a newspaper by the political subdivision. 2021 Actual Expenses for mandated notices is \$6,783 2023 Budgeted Expenses for mandated notices is \$7,000	\$6,000.00	\$8,000.00	\$2,000.00
TOTAL ACCOUNT #5380	<u>\$8,000.00</u>		
ACCT #5390 - OFFICE SUPPLIES THE OFFICE SUPPLY BUDGET IS COMPRISED OF EXPENSES INCURRED FOR TRADITIONAL OFFICE SUPPLY ITEMS.	\$69,650.00	\$65,950.00	(\$3,700.00)
TOTAL ACCOUNT #5390	<u>\$65,950.00</u>		
TOTAL 5300 - SERVICES RECEIVED	<u>\$2,830,039.26</u>	<u>\$3,201,668.45</u>	<u>\$371,629.19</u>

2023 BUDGET

5400 - UTILITIES AND MAINTENANCE

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5410 - OFFICE EQUIPMENT MAINTENANCE MAINTENANCE OF ALL OFFICE EQUIPMENT EXCEPT THE PRIMARY COMPUTER, PERIPHERAL DEVICES, AND PERSONAL COMPUTERS IS CHARGED TO THIS ACCOUNT.	\$18,950.00	\$17,400.00	(\$1,550.00)
TOTAL ACCOUNT #5410	<u>\$17,400.00</u>		
ACCT #5420 - INFORMATION TECHNOLOGY MAINTENANCE THIS ACCOUNT IS COMPRISED OF BOTH COMPUTER HARDWARE AND SOFTWARE MAINTENANCE. THIS ACCOUNT IS APPLICABLE TO THE INFORMATION TECHNOLOGY DEPARTMENT. GIS RELATED EXPENSES ARE INCLUDED HERE.	\$861,200.00	\$1,072,200.00	\$211,000.00
TOTAL ACCOUNT #5420	<u>\$1,072,200.00</u>		
ACCT #5430 - ELECTRICITY, WATER, SEWER AND SOLID WASTE THIS BUDGET ITEM IS FOR THE DISTRICT'S UTILITIES. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$85,971.00	\$89,020.00	\$3,049.00
TOTAL ACCOUNT #5430	<u>\$89,020.00</u>		
ACCT #5440 - TELEPHONE THIS BUDGET ITEM IS FOR THE DISTRICT'S TELEPHONE EXPENSE. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$99,508.00	\$103,084.00	\$3,576.00
TOTAL ACCOUNT #5440	<u>\$103,084.00</u>		
ACCT #5450 - BUILDING AND GROUNDS MAINTENANCE THIS BUDGET ITEM COMPRISES ALL BUILDING AND GROUNDS MAINTENANCE. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$170,011.00	\$145,011.00	(\$25,000.00)
TOTAL ACCOUNT #5450	<u>\$145,011.00</u>		
TOTAL 5400 - UTILITIES AND MAINTENANCE	<u>\$1,235,640.00</u>	<u>\$1,426,715.00</u>	<u>\$191,075.00</u>

2023 BUDGET

5500 - CAPITAL OUTLAY

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5510 - FURNITURE AND EQUIPMENT	\$70,000.00	\$70,500.00	\$500.00
AN ASSET SCHEDULE APPEARS AT THE BACK OF THE BUDGET.			
TOTAL ACCOUNT #5510	\$70,500.00		
ACCT #5520 - BUILDING AND LAND IMPROVEMENTS	\$50,000.00	\$0.00	(\$50,000.00)
AN ASSET SCHEDULE APPEARS AT THE BACK OF THE BUDGET.			
TOTAL ACCOUNT #5520	\$0.00		
TOTAL 5500 - CAPITAL OUTLAY	\$120,000.00	\$70,500.00	(\$49,500.00)

2023 BUDGET

5600 - MISCELLANEOUS

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5610 - CONTINGENCY THE FUNDS IN THIS BUDGET ITEM ARE APPROPRIATED FOR UNANTICIPATED EXPENDITURES. ALL ANTICIPATED EXPENDITURES ARE BUDGETED IN SPECIFIC ACCOUNTS. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$71,161.74	\$76,672.23	\$5,510.49
TOTAL ACCOUNT #5610	<u>\$76,672.23</u>		
ACCT #5620 - MISCELLANEOUS THIS ACCOUNT IS FOR ITEMS THAT WILL NOT FIT WELL IN ANOTHER CATEGORY. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$39,500.00	\$58,450.00	\$18,950.00
TOTAL ACCOUNT #5620	<u>\$58,450.00</u>		
ACCT #5630 - SEASONAL LABOR THIS ACCOUNT IS FOR SEASONAL LABOR COSTS. THE DISTRICT BEGAN USING CONTRACT EMPLOYEES IN 2020 WHEN THEY STOPPED USING PART TIME EMPLOYEES. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$150,000.00	\$261,250.00	\$111,250.00
TOTAL ACCOUNT #5630	<u>\$261,250.00</u>		
TOTAL 5600 - MISCELLANEOUS	<u>\$260,661.74</u>	<u>\$396,372.23</u>	<u>\$135,710.49</u>

2023 BUDGET

5900 - DEBT SERVICE

CLASSIFICATION	2022 BUDGET	2023 BUDGET	INCREASE OR DECREASE
ACCT #5920 - EQUIPMENT PAYMENTS THIS ACCOUNT IS CHARGED FOR EQUIPMENT PAYMENTS. EQUIPMENT LEASES WERE MOVED TO SUBSCRIPTIONS & CONTRACTS IN 2022. THIS ACCOUNT IS APPLICABLE ONLY TO THE OVERHEAD DEPARTMENT.	\$69,690.24	\$72,065.16	\$2,374.92
<u>\$72,065.16</u>			
TOTAL ACCOUNT #5920			
TOTAL 5900 - DEBT SERVICE	<u>\$69,690.24</u>	<u>\$72,065.16</u>	<u>\$2,374.92</u>
TOTAL BUDGET	\$15,324,293.82	\$17,809,791.50	\$2,485,497.68

ACCT # 5510 - FURNITURE & EQUIPMENT

		INCREASE or (DECREASE)
2023 BUDGET =	\$70,500.00	\$500.00
2022 BUDGET =	\$70,000.00	

DEPT #101 - ADMINISTRATION

(1) REPLACEMENT DESKS & CHAIRS	\$2,500.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
ADMINISTRATION TOTAL =	<u>\$4,500.00</u>

DEPT #102 - CUSTOMER SERVICE

(1) REPLACEMENT DESKS & CHAIRS	\$2,500.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
CUSTOMER SERVICE TOTAL =	<u>\$4,500.00</u>

DEPT #103 - MAPPING

(1) REPLACEMENT DESKS & CHAIRS	\$5,000.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
MAPPING TOTAL =	<u>\$7,000.00</u>

DEPT #104 - INFORMATION TECHNOLOGY

(1) REPLACEMENT DESKS & CHAIRS	\$4,000.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
INFORMATION TECHNOLOGY TOTAL =	<u>\$6,000.00</u>

DEPT #105 OVERHEAD

(1) AUDIO/VIDEO EQUIPMENT	\$10,000.00
(2) ARB EQUIPMENT	\$4,000.00
(3) PROJECTORS/PC'S	\$3,000.00
(4) MISCELLANEOUS	\$2,000.00
OVERHEAD TOTAL =	<u>\$19,000.00</u>

DEPT #201 - COMMERCIAL

(1) REPLACEMENT DESKS & CHAIRS	\$5,000.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
COMMERCIAL TOTAL =	<u>\$7,000.00</u>

DEPT #202 - APPEALS

(1) REPLACEMENT DESKS & CHAIRS	\$2,500.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00
APPEALS TOTAL =	<u>\$4,500.00</u>

ACCT # 5510 - FURNITURE & EQUIPMENT

DEPT #203 - PERSONAL PROPERTY

(1) REPLACEMENT DESKS & CHAIRS	\$4,000.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00

PERSONAL PROPERTY TOTAL =	<u>\$6,000.00</u>
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DEPT #204 - RESIDENTIAL

(1) REPLACEMENT DESKS & CHAIRS	\$10,000.00
(2) MISCELLANEOUS (SCANNERS, STAPLERS, ETC.)	\$2,000.00

RESIDENTIAL TOTAL =	<u>\$12,000.00</u>
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2023 SALARY SCHEDULE

DEPT.	TITLE	2023 SALARIES
#101		
ADMINISTRATION	CHIEF APPRAISER	\$211,779.28
	DEPUTY CHIEF - APPRAISAL	\$192,773.28
	HR FINANCE MANAGER	\$132,584.32
	EXECUTIVE ASSISTANT	\$72,644.96
	HR/FINANCE ASSISTANT	\$72,044.96
	MAINTENANCE EMPLOYEE	\$57,055.44
	OPEN	\$67,600.00
	DEPUTY CHIEF - ADMINISTRATION	\$150,000.00
	ADMINISTRATION TOTAL:	<u>\$956,482.24</u>
#102		
CUSTOMER SERVICE	CUSTOMER SERVICE MANAGER	\$132,584.32
	CUSTOMER SERVICE SUPERVISOR	\$102,988.00
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,653.68
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE SPECIALIST	\$51,654.00
	CUSTOMER SERVICE TRAINING SPECIALIST	\$57,055.44
	CUSTOMER SERVICE TOTAL :	<u>\$964,127.20</u>
#103		
MAPPING	MAPPING MANAGER	\$132,584.32
	MAPPING SUPERVISOR	\$102,988.00
	GIS ANALYST	\$67,600.00
	SR. MAPPING TECH	\$57,055.44
	MAPPING TECH II	\$54,355.60
	MAPPING TECH	\$51,653.68
	MAPPING TECH	\$51,653.68
	MAPPING TECH	\$51,653.68
	MAPPING TECH	\$51,653.68
	MAPPING TECH	\$51,653.68
	MAPPING TECH	\$51,653.68
	MAPPING TECH/DATA COLLECTOR	\$51,654.00
	MAPPING TECH/DATA COLLECTOR	\$51,654.00
	MAPPING TOTAL :	<u>\$724,506.08</u>
#104		
INFORMATION TECHNOLOGY	IT MANAGER	\$132,584.32
	IT SUPERVISOR	\$108,345.04
	DATABASE ADMINISTRATOR	\$92,873.04
	SYSTEM ADMINISTRATOR	\$92,873.04
	IT SPECIALIST	\$81,946.80
	IT SUPPORT	\$71,020.56
	QUALITY CONTROL SPECIALIST	\$98,000.24
	DATA INTEGRITY SPECIALIST	\$92,873.04
	INFORMATION TECHNOLOGY TOTAL :	<u>\$770,516.08</u>
#105		
OVERHEAD	SALARY ADJUSTMENTS AND REIMBURSEMENTS	\$198,000.00
#201		
COMMERCIAL	COMMERCIAL MANAGER	\$132,584.32
	COMMERCIAL SUPERVISOR	\$108,345.04
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	COMMERCIAL APPRAISER	\$89,648.96
	AG/LAND APPRAISER	\$85,824.88



City of Dallas

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2159

Item #: H.

Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar
[Mayor & City Council]

Memorandum



CITY OF DALLAS

DATE October 3, 2022

TO Honorable Chair Cara Mendelsohn and Members of the Government Performance & Financial Management Committee

SUBJECT **Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar**

Please find attached the proposed 2023 City Calendar for your review.

The 2023 City Calendar is scheduled to go to the City Council on October 12. Staff request a motion to move the item to full City Council with a recommendation for approval.

Upon adoption, the 2023 City Calendar will be made available on the City's website at www.dallascityhall.com and also in the Mayor and City Council Office to all residents who request copies. The City Calendar will also be available for download and syncing into calendar software on computers or mobile devices via a link on the City's website.

Please let me know if you require further information.

A handwritten signature in black ink, appearing to read 'Yldefonso Rodriguez Sola'.

Yldefonso Rodriguez Sola
Director, Mayor and City Council

[Attachments]

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billierae 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
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

January 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day Kwanza Ends	2 New Year's Day Observed City Holiday Committee Meetings moved to 1/10	3	4 Council Briefing 9 a.m.	5	6	7
8	9 Council Committees 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	10 Council Committees 9 a.m. Environment & Sustainability 1 p.m. Economic Development 88th Texas Legislature Convenes	11 Council Agenda 9 a.m.	12 Regional Transportation Council 1 p.m.	13	14
15	16 Martin Luther King, Jr. Day City Holiday Council Committee Meetings Moved to 1/17	17 Council Committees 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure Semiannual Campaign Finance Report Due	18 Council Briefing 9 a.m. U.S. Conference of Mayors 90th Winter Meeting	19 U.S. Conference of Mayors 90th Winter Meeting	20 U.S. Conference of Mayors 90th Winter Meeting	21
22	23 Council Committees 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	24	25 Council Agenda 9 a.m.	26	27	28
29	30	31				

February 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m.	2	3	4
5	6 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	7	8 Council Agenda 9 a.m.	9 Regional Transportation Council 1 p.m.	10	11
12	13 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	14	15 City Council Briefing Canceled Council Strategic Planning Session 9 a.m.	16	17	18
19	20 Presidents' Day City Holiday Council Committee Meetings Moved to 2/21	21 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	22 Council Agenda 9 a.m.	23	24	25
26	27 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	28				

March 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m.	2	3	4
5	6 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development Budget Town Hall Meetings Begin	7 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	8 Council Agenda 9 a.m. Budget Public Hearing	9 Regional Transportation Council 1 p.m. Budget Town Hall Meetings End	10	11
12 Daylight Saving Time Begins	13 Council Recess Committees moved to 3/7	14 Council Recess	15 Council Recess City Council Meeting Canceled	16 Council Recess	17 Council Recess	18
19	20 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	21 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	22 Ramadan Begins City Council Meeting Canceled	23	24	25
26 National League of Cities Congressional City Conference	27 Council Recess National League of Cities Congressional City Conference Council Committees Moved to 3/21	28 Council Recess National League of Cities Congressional City Conference	29 Council Recess City Council Meeting Canceled	30 Council Recess	31 Council Recess Cesar E. Chavez / Dolores Huerta Day	

Council Agenda meetings are conducted in Council Chambers unless otherwise noted. Council Briefings and Council Committee meetings may be conducted in Room 6ES.
For board and commission meeting dates, please visit <https://dallascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.

April 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	4 Council Briefing 9 a.m.	5 Passover Begins at Sunset	6	7	8
9 Easter	10 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	11	12 Council Agenda 9 a.m.	13 Regional Transportation Council 1 p.m. Passover Ends	14	15
16	17 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	18	19 Council Briefing 9 a.m.	20 Ramadan Ends	21	22
23	24 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	25	26 Council Agenda 9 a.m.	27	28	29
30						

May 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Personal Financial Statements, 15A and Gift Reports Due <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	2	3 Council Briefing 9 a.m.	4	5	6 Mayor & City Council Election
7	8 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	9	10 Council Agenda 9 a.m.	11 Regional Transportation Council 1 p.m.	12	13
14	15 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	16	17 Council Briefing 9 a.m. Budget Workshop	18	19	20
21	22 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	23	24 Council Agenda 9 a.m. Budget Public Hearing	25	26	27
28	29 Memorial Day City Holiday 88 th Texas Legislature Sine Die	30	31			

June 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 U.S. Conference of Mayors 90th Annual Meeting	3 U.S. Conference of Mayors 90th Annual Meeting Mayor & City Council Election Runoff (if needed)
4 U.S. Conference of Mayors 90th Annual Meeting	5 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	6 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	7 Council Briefing 9 a.m.	8 Regional Transportation Council 1 p.m.	9	10
11	12 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	13 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance & Financial Management	14 Council Agenda 9 a.m.	15	16	17
18	19 Juneteenth City Holiday Council Committees Moved to 6/6	20 Inauguration Special Called Council Agenda 9 a.m.	21 Council Briefing 9 a.m. Budget Workshop	22	23	24
25	26 Council Committees Moved to 6/13	27	28 Council Agenda 9 a.m.	29	30	

July 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Council Recess	4 Independence Day City Holiday Council Recess	5 Council Recess	6 Council Recess	7 Council Recess	8
9	10 Council Recess	11 Council Recess	12 Council Recess	13 Council Recess Regional Transportation Council 1 p.m.	14 Council Recess	15
16	17 Council Recess Semiannual Campaign Finance Report Due	18 Council Recess	19 Council Recess	20 Council Recess	21 Council Recess	22
23	24 Council Recess	25 Council Recess	26 Council Recess	27 Council Recess	28 Council Recess	29
30	31 Council Recess					

Council Agenda meetings are conducted in Council Chambers unless otherwise noted. Council Briefings and Council Committee meetings may be conducted in Room 6ES.
 For board and commission meeting dates, please visit <https://dallascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.

August 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Council Briefing 9 a.m.	3	4	5
6	7 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	8 Budget Workshop: City Manager's Recommended Budget	9 Council Agenda 9 a.m.	10 Regional Transportation Council 1 p.m. Budget Town Hall Meetings Begin	11	12
13	14 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	15	16 Council Briefing 9 a.m. Budget Workshop	17	18	19
20	21 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	22	23 Council Agenda 9 a.m. Budget Public Hearing	24 Budget Town Hall Meetings End	25	26
27	28 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	29	30 Budget Workshop: Consider Amendments	31		

September 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Labor Day City Holiday Council Committee Meetings Moved to 9/5	5 Council Committees 9 a.m. Environment & Sustainability 1 p.m. Economic Development	6 Council Briefing 9 a.m. Budget Workshop Adopt Budget on First Reading	7 Regional Transportation Council 1 p.m.	8	9
10	11 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	12	13 Council Agenda 9 a.m.	14	15 Rosh Hashanah begins at Sundown	16 Rosh Hashanah
17 Rosh Hashanah	18 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	19 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	20 Council Briefing 9 a.m. Adopt Budget on Second Reading, Adopt Tax Rate and Approve Other Budget Related Items	21	22	23
24 Yom Kippur begins at sundown	25 Yom Kippur Council Committee Meetings Moved to 9/19	26	27 Council Agenda 9 a.m.	28	29	30

October 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	3	4 Council Briefing Meeting Canceled Texas Municipal League Annual Conference	5 Texas Municipal League Annual Conference	6 Texas Municipal League Annual Conference	7
8	9 Indigenous Peoples' Day City Holiday Council Committee Meetings Moved to 10/10	10 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	11 Council Agenda 9 a.m.	12 Regional Transportation Council 1 p.m.	13	14
15	16 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	17	18 Council Briefing 9 a.m.	19	20	21
22	23 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	24	25 Council Agenda 9 a.m.	26	27	28
29	30 Fifth Monday No Council Committee Meetings	31				

November 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m.	2	3	4
5 Daylight Saving Time Ends	6 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	7 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	8 Council Agenda 9 a.m.	9 Regional Transportation Council 1 p.m.	10 Veterans Day Observed City Holiday	11 Veterans Day
12	13 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	14 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	15 Council Briefing Meeting Canceled National League of Cities*	16 National League of Cities*	17 National League of Cities*	18
19	20 Council Committee Meetings Moved to 11/7	21	22 City Council Agenda Meeting Canceled	23 Thanksgiving Day City Holiday	24 Day after Thanksgiving City Holiday	25
26	27 Council Committee Meetings Moved to 11/14	28	29 Fifth Wednesday No City Council Meetings	30		

December 2023

Attachment A

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 <u>Council Committees</u> 9 a.m. Environment & Sustainability 1 p.m. Economic Development	5 <u>Council Committees</u> 9 a.m. Quality of Life 1 p.m. Transportation and Infrastructure	6 Council Briefing 9 a.m.	7 Regional Transportation Council 1 p.m. Hanukkah begins at sunset	8	9
10	11 <u>Council Committees</u> 9 a.m. Workforce, Education and Equity 1 p.m. Public Safety	12 <u>Council Committees</u> 9 a.m. Housing and Homelessness Solutions 1 p.m. Government Performance and Financial Management	13 Council Agenda 9 a.m.	14	15 Hanukkah ends at sunset	16
17	18 Council Committee Meetings Moved to 12/5	19	20 Council Briefing Meeting Canceled	21	22	23
24 Christmas Eve	25 Christmas Day City Holiday Council Committee Meetings Moved to 12/12	26 Kwanza begins	27 Council Agenda Meeting Canceled	28	29	30
31 New Year's Eve						

Memorandum



CITY OF DALLAS

DATE September 16, 2022

TO Honorable Mayor and City Council

SUBJECT **Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar**

Please find attached the proposed 2023 City Calendar for your review.

The Government Performance & Financial Management (GPFM) Committee were provided information about this item on August 22, 2022. The City Calendar includes all City Council briefing and agenda meetings, budget briefings and workshops, Council Committee meetings, and City holidays. Staff developed the 2023 calendar closely following prior years' examples, with two notable departures from custom:

- March 2023 has five weeks, and the 2023 National League of Cities (NLC) Congressional Cities Conference is scheduled to occur during the fifth week of March. In order to accommodate local schools' Spring Break during the third week of March, as well as the NLC conference, GPFM committee members suggested a non-consecutive recess, splitting the Spring Recess between the third and fifth weeks of March. This note was incorporated into the attached proposed draft.
- The City Council passed an FY 2021-22 adopted budget which added Juneteenth as a city observed holiday. Traditionally, inauguration is held on a Monday following guidance from the City Charter, however, after consulting with the City Secretary's Office and the City Attorney's office, the proposed calendar has inauguration scheduled for Tuesday, June 20.

The 2023 City Calendar is scheduled to go to the City Council on October 12, with information provided via memorandum to GPFM again on October 3, where Staff request a motion to move the item to full City Council with a recommendation for approval.

Upon adoption, the 2023 City Calendar will be made available on the City's website at www.dallascityhall.com and also in the Mayor and City Council Office to all residents who request copies. The City Calendar will also be available for download and syncing into calendar software on computers or mobile devices via a link on the City's website.

DATE September 16, 2022
SUBJECT **Upcoming Agenda Item (22-2034) for October 12 - 2023 City Calendar**

Please let me know if you require further information.



Yldefonso Rodriguez Sola
Director, Mayor and City Council

[Attachment]

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, 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
Carl Simpson, 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

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2195

Item #: 1.

Upcoming Agenda Item 22-2108 on the October 12, 2022 City Council Agenda - Emergency Medical Service Online and Offline Medical Director Services, Quality Management, and Clinical Practice Services

[Office of Procurement Services; Dallas Fire & Rescue]

Memorandum



CITY OF DALLAS

DATE September 30, 2022

Honorable Members of the Government Performance and Financial Management
TO Committee: Cara Mendelsohn (Chair), Gay Donnell Willis (Vice Chair), Tennell Atkins,
Adam Bazaldua, Adam McGough, Paul Ridley, Chad West

SUBJECT **Upcoming Agenda Item 22-2108 on the October 12, 2022, City Council Agenda -
Dallas Fire-Rescue Quality Management Program and Medical Control Service
Contract Update**

In the ongoing effort to provide excellent service delivery to the residents of Dallas, Dallas Fire-Rescue (DFR) continues to develop strategies to ensure the efficiency and effectiveness of its emergency response. To that end, please accept this message as an update to the status of the Emergency Medical Direction Service Contract.

Emergency Medical Service (EMS) systems are required to have Medical Direction in both online (real-time radio, telephone, or electronic medical direction) and offline (treatment guidelines, training, education) forms. Traditionally, DFR has received online and offline Medical Direction from different entities via separate contracts. The new contract is for comprehensive Medical Direction services that include both online and offline direction, a Quality Management Program, and new clinical practice services to improve patient care through increased oversight and training of paramedics.

A timeline of the procurement process is as follows:

- On December 30, 2021, the City of Dallas released a Request for Qualification (RFQ) for Emergency Medical Services (EMS) Medical Direction and Quality Management Services. The RFQ was sent to Parkland Health and UT Southwestern Medical Center to receive a statement of qualifications to provide a concise description of the respondent's abilities to meet the requirements outlined in the scope of work.
- On February 18, 2022, the RFQ closed with the City receiving a submission from Dallas County Hospital District dba Parkland Health and a non-responsive submission from UT Southwestern stating that they will be in strategic partnership with Parkland Health.
- On May 10, 2022, the City of Dallas released a Request for Proposal (RFP) for Emergency Medical Services (EMS) Medical Directions, Quality Management Services, and the Clinical Practice Services. The RFP was opened as a private solicitation to responsive respondent, Dallas County Hospital District dba Parkland Health.
- On June 1, 2022, the RFP closed with the City receiving a single submission from Dallas County Hospital District dba Parkland Health. Under the submission received, Dallas County Hospital District will subcontract the Medical Directors,

DATE September 30, 2022

SUBJECT **Upcoming Agenda Item 22-2108 on the October 12, 2022, City Council Agenda -
Dallas Fire-Rescue Quality Management Program and Medical Control Service
Contract Update**

Quality Management, and Clinical Practice Services components to UT Southwestern Medical Center.

The new contract has been accepted by Parkland Memorial Hospital and will be submitted to the City Council for authorization at the October 12 Consent Agenda Meeting. We appreciate your support in this matter. If you have any questions, please contact Chief Artis, Fire Chief, or Danielle Thompson, Director of Procurement Services.



Jon Fortune
Deputy City Manager

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Robert Perez, Assistant City Manager
Carl Simpson, 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

1500 Marilla Street
Council Chambers, 6th Floor
Dallas, Texas 75201

Agenda Information Sheet

File #: 22-2095

Item #: J.

GPFM Committee Forecast

GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT COMMITTEE FORECAST

	TITLE	PRESENTER(S)
MONDAY, OCTOBER 24, 2022, 1:00 P.M.		
BRIEFING ITEMS	Development Services – Monthly Technology Update and Metrics Review	Andrew Espinoza, Director, Development Services
	2022 External Audit Planning Meeting	Sara Dempsey, Partner in Charge, Weaver and Tidwell, LLP.
	Employee Retirement Fund (ERF) 2023 Budget	Cheryl Alston, Employees' Retirement Fund Administrator
	Office of the City Auditor Briefing on Internal Audit Reports Released Between September 24, 2022 and October 14, 2022	Mark Swann, City Auditor
BRIEFINGS BY MEMORANDUM	Budget Accountability Report (information as of August 31, 2022)	Budget & Management Services
	Technology Accountability Report (information as of September 30, 2022)	Information & Technology Services
	City of Dallas Investment Policy Annual Review	City Controller's Office
	Panhandling Diversion Program Update	Office of Homeless Solutions
	Upcoming Agenda Item 22-2187 on the October 26, 2022 City Council Agenda - Issuance and Sale of Waterworks and Sewer System Revenue Bonds to the Texas Water Development Board	City Controller's Office; Dallas Water Utilities
TUESDAY, NOVEMBER 15, 2022, 1:00 P.M.		
BRIEFING ITEMS	Development Services – Monthly Technology Update and Metrics Review	Andrew Espinoza, Director, Development Services
	Dallas Police and Fire Pension System 2023 Budget	Kelly Gottschalk, Executive Director, Dallas Police and Fire Pension System; Brenda Barnes, Chief Financial Officer, Dallas Police and Fire Pension
	Fidelity Investments: Registered Independent Advisors and Personalized Planning & Advice	Katie Hickney, Vice President, Manager Director, Fidelity Investments; Sheri Kowalski, City Controller, City Controller's Office
	Office of Procurement Services Update and Purchasing/Travel Card Auditing Process	Danielle Thompson, Director, Office of Procurement Services
	Communications, Outreach & Marketing Fair Park Multimedia Center Update	Catherine Cuellar, Director, Communications, Outreach & Marketing
	Office of the City Auditor Briefing on Internal Audit Reports Released Between October 15, 2022 and November 4, 2022	Mark Swann, City Auditor
BRIEFINGS BY MEMORANDUM	Technology Accountability Report (information as of October 31, 2022)	Information & Technology Services
	Process Improvement End of Year Update	Budget & Management Services