

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, JUNE 12, 2023

23-0010

QUALITY OF LIFE, ARTS, AND CULTURE
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE
COUNCILMEMBER ADAM BAZALDUA, PRESIDING

PRESENT: [7] Bazaldua, West, Thomas, Arnold, Narvaez (**9:47 a.m.), Blackmon (**9:13 a.m.), Ridley

ABSENT: [0]

The meeting was called to order at 9:03 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 11:09 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: Indicates arrival time after meeting called to order/reconvened.**

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, JUNE 12, 2023

EXHIBIT A

RECEIVED

2023 JUN -8 AM 9:34

**CITY SECRETARY
DALLAS, TEXAS**

City of Dallas

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

Public Notice

230526

POSTED CITY SECRETARY
DALLAS, TX



Quality of Life, Arts, and Culture Committee

June 12, 2023

9:00 AM

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

General Information

The Dallas Council Committees regularly meet on Mondays beginning at 9:00 a.m. and 1:00 p.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council Committee agenda meetings are broadcast live on bit.ly/cityofdallastv and on Time Warner City Cable Channel 16.

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 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.

Información General

Los Comités del Concejo de la Ciudad de Dallas se reúnen regularmente los lunes en la Cámara del consejo en el sexto piso del Ayuntamiento, 1500 Marilla, a partir de las 9:00 a.m. y la 1:00 p.m. Las reuniones de la agenda del Comité del Consejo se transmiten en vivo por la estación de bit.ly/cityofdallastv y por cablevisión en la estación *Time Warner City Cable Canal 16*.

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 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 precisará 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."

The City Council Quality of Life, Arts, and Culture 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 following videoconference link is available to the public to listen to the meeting and Public Affairs and Outreach will also stream the City Council Quality of Life, Arts, and Culture Committee on Spectrum Cable Channels 16 (English) and 95 (Spanish) and [bit.ly/cityofdallastv](https://cityofdallassv.com):

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=ma3018b54fa39b63260284d97d43069c7>

Call to Order

MINUTES

1. [23-1609](#) Approval of April 17, 2023 Committee Minutes

Attachments: [Minutes](#)

2. [23-1610](#) Approval of May 10, 2023 Committee Minutes

Attachments: [Minutes](#)

BRIEFING ITEMS

- A. [23-1632](#) Unattended Drop Box (UDB) Registration Program
[Chauncy Williams, Assistant Director, Code Compliance Services; Dr. Katina Robertson, Administrator-East, Code Compliance Services]

Attachments: [Presentation](#)
[Ordinance](#)

- B. [23-1633](#) Cultural Facilities: 2024 Bond Program
[Martine Philippe, Director, Office of Arts & Culture; Benjamin Espino, Assistant Director, Director, Office of Arts & Culture]

Attachments: [Presentation](#)

- C. [23-1634](#) Libraries: 2024 Bond Program
[Clinton Lawrence, Assistant Director, Dallas Public Library]

Attachments: [Presentation](#)

- D. [23-1635](#) Dallas Animal Services Performance Metrics and Resident Engagement Procedures
[MeLissa Webber, Director, Dallas Animal Services; Paul Ramon, Assistant Director, Dallas Animal Services]

Attachments: [Presentation](#)

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, JUNE 12, 2023

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

Item 1: Approval of April 17, 2023 Committee Minutes

Councilmember Ridley moved to adopt the minutes as presented.

Motion seconded by Councilmember West and unanimously adopted. (Narvaez, Blackmon absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

Item 2: Approval of May 10, 2023 Committee Minutes

Councilmember Ridley moved to adopt the minutes as presented.

Motion seconded by Councilmember West and unanimously adopted. (Narvaez, Blackmon absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

BRIEFING ITEMS

Item A: Unattended Drop Box (UDB) Registration Program

The following individuals briefed the committee on the item:

- Chauncy Williams, Assistant Director, Code Compliance Services;
- Dr. Katina Robertson, Administrator-East, Code Compliance Services;
- Stormy Gonzalez, Manager - Code Enforcement, Code Compliance Services; and
- Matthew Green, Assistant City Attorney, City Attorney's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

BRIEFING ITEMS

Item B: Cultural Facilities: 2024 Bond Program

The following individuals briefed the committee on the item:

- Martine Philippe, Director, Office of Arts & Culture;
- Benjamin Espino, Assistant Director, Director, Office of Arts & Culture; and
- Jennifer Nicewander, Interim Director Office of Bond and Construction Management

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

BRIEFING ITEMS

Item C: Libraries: 2024 Bond Program

The following individuals briefed the committee on the item:

- Jennifer Nicewander, Interim Director Office of Bond and Construction Management;
and
- Clinton Lawrence, Assistant Director, Dallas Public Library

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JUNE 12, 2023

BRIEFING ITEMS

Item D: Dallas Animal Services Performance Metrics and Resident Engagement Procedures

The following individuals briefed the committee on the item:

- MeLissa Webber, Director, Dallas Animal Services; and
- Paul Ramon, Assistant Director, Dallas Animal Services

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, JUNE 12, 2023

EXHIBIT C



City of Dallas

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

Agenda Information Sheet

File #: 23-1632

Item #: A.

Unattended Drop Box (UDB) Registration Program
[Chauncy Williams, Assistant Director, Code Compliance Services; Dr. Katina Robertson,
Administrator-East, Code Compliance Services]

City of Dallas Unattended Drop Box (UDB) Registration Program

Quality of Life, Arts, and Culture
June 12, 2023

Chauncy Williams, Assistant Director
Dr. Katina Robertson, Administrator-East
Code Compliance
City of Dallas



City of Dallas

Presentation Overview

- Background/History
- Purpose
- Issues/Operational or Business Concerns
- Operational Impact
- Proposed Action
- Next Steps



Unattended Drop Box Defined

Unattended drop boxes are unstaffed drop boxes, containers, receptacles, or a similar facility that accept textiles, shoes, books, and/or other salvageable personal property items to be used by the operator for distribution, resale, or recycling (City of Oakland, n.d.).



Unattended Drop Box History/ Prior Actions



Briefing
Item
22-1827

August 15, 2022-

Presented before the Quality of
Life, Arts, and Culture Committee



Challenges with Unattended Drop Boxes

- Contributes to unsightly neighborhood blight and illegal dumping
- Contributors leave unregulated items despite unattended drop box labeling (i.e., furniture, appliances, and bulky trash)
- Operators fail to service the unattended drop box in a timely manner
- Unattended drop box operators rarely obtain consent from property owners before placement
- Difficult to identify unattended drop box owner and or contact information is not available to address concerns surrounding the boxes



Purpose of the Unattended Drop Box Registration Program

Eliminate nuisance and blight in the neighborhoods associated with unattended drop boxes

Establish operator/owner accountability regarding unattended drop boxes

Assist in regulating the use of unattended drop boxes using time, placement, and manner restrictions

Regulate and restrict unattended drop box placement in commercial zoned districts



Unattended drop box Issues/ Operational and Business Concerns



2984 W. Wheatland (CD-8)



11411 E. Northwest Highway (CD-9)



904 Fort Worth Avenue (CD-6)



10650 Audelita (CD-10)



5616 Abrams (CD-14)

The **visual expectation** of unattended drop boxes and the surrounding area



Unattended drop box Issues/ Operational and Business Concerns



1506 S. Buckner Blvd (CD-5)



2072 Singleton Blvd (CD-6)



4343 Gannon Ln (CD-8)



3460 Webb Chapel Ex (CD-2)



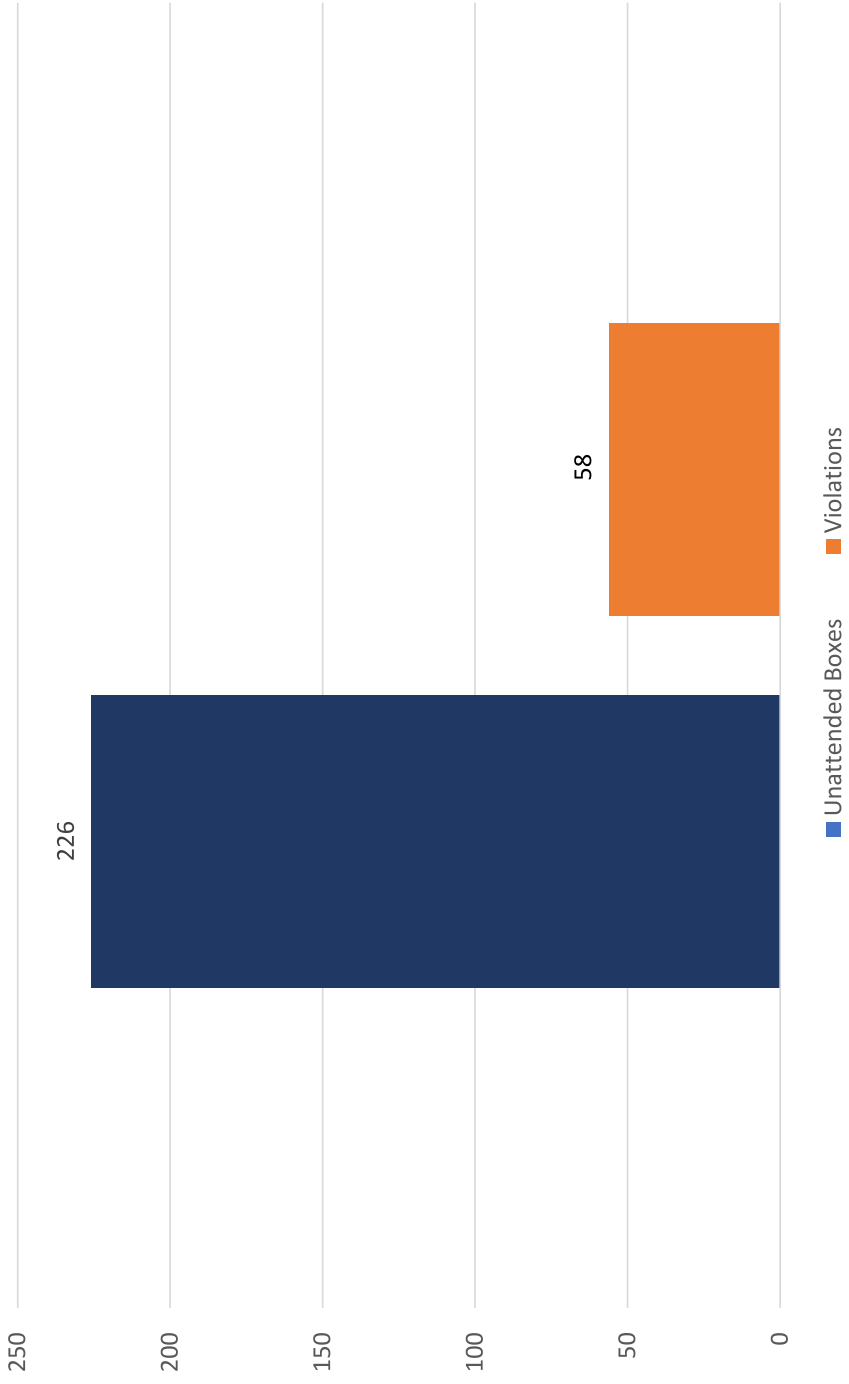
6940 S. Cockrell Hill Rd (CD-3)

Time Frame

- Salesforce was implemented in 2020.
- August 2022 to present, 226 unattended drop boxes were identified.



Complaints of Litter/Debris (as of August 2022)

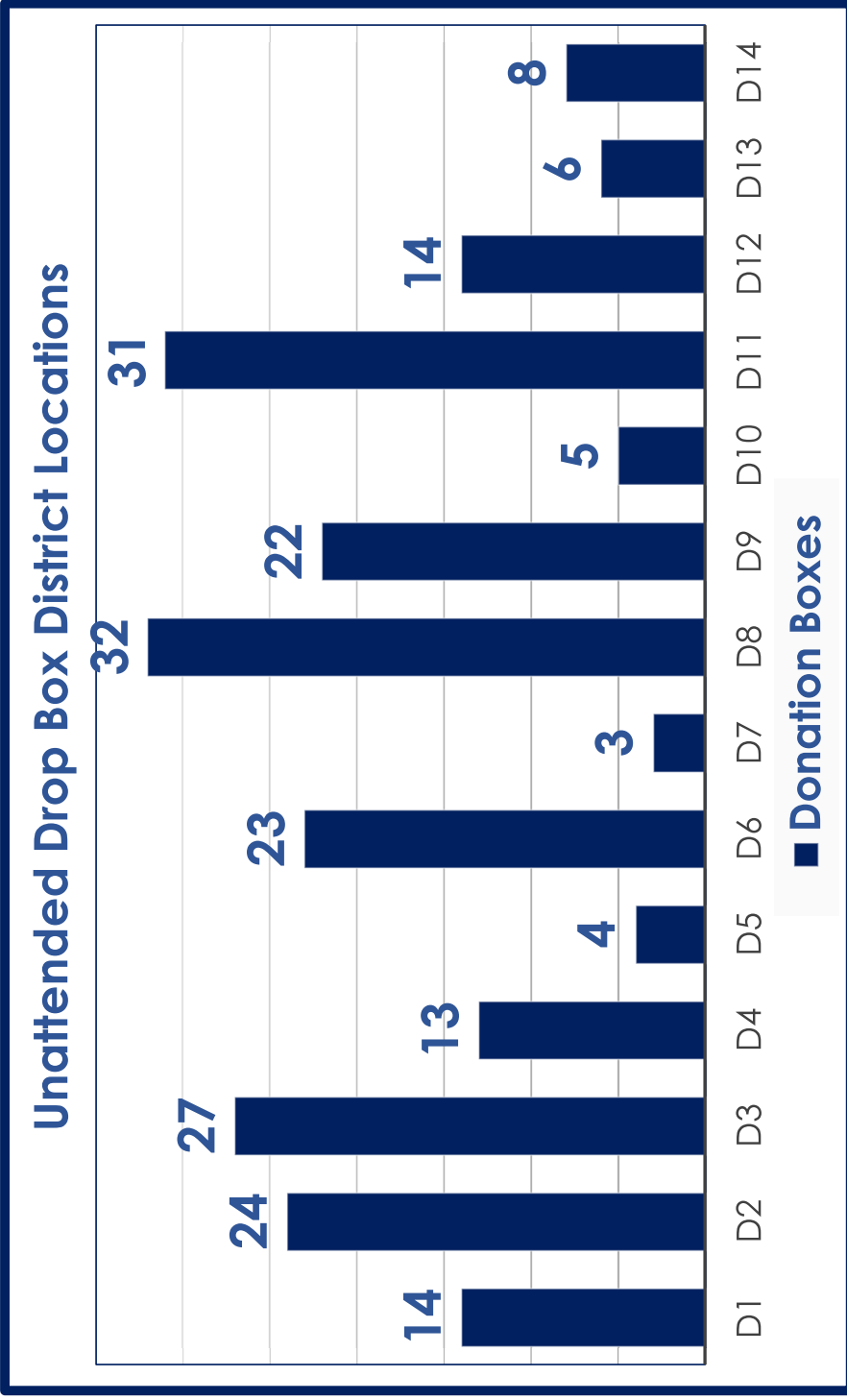


* As of May 2023

Unattended Drop Boxes Located



Council District	# of DB
1	14
2	24
3	27
4	13
5	4
6	23
7	3
8	32
9	22
10	5
11	31
12	14
13	6
14	8
Total	226



*As of May 2023

Comparison Cities

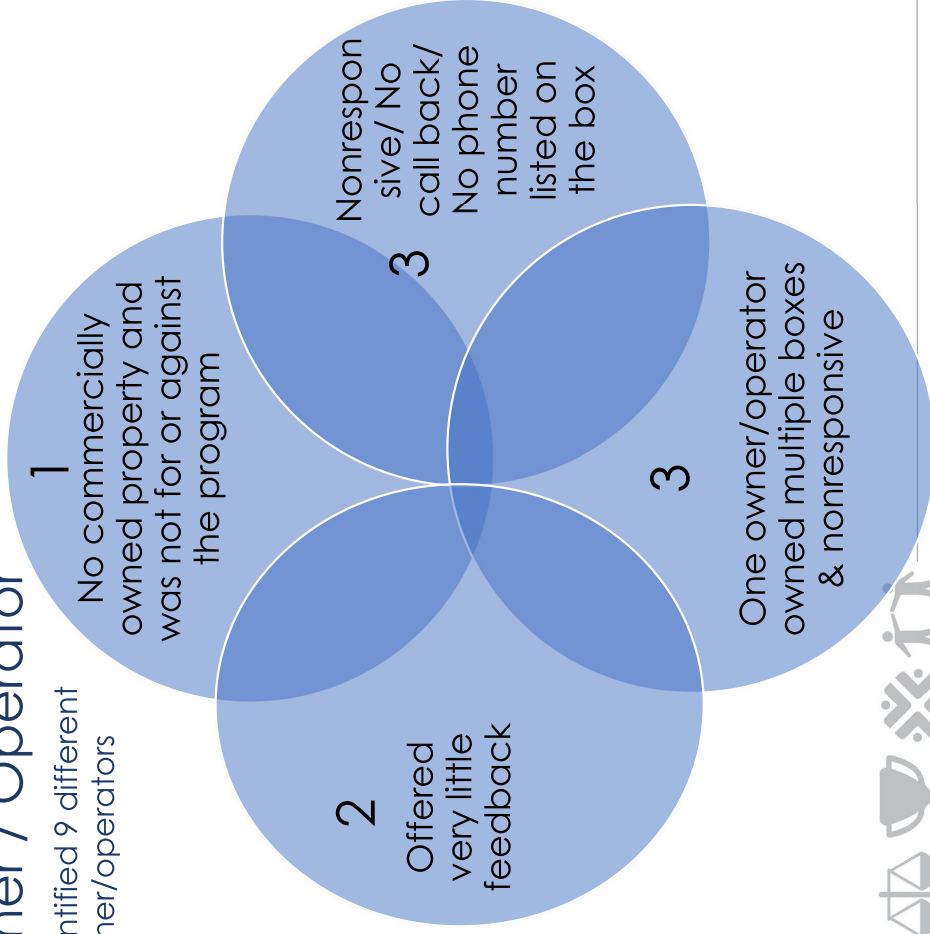


Questions	Houston	San Antonio	Arlington	Frisco	Sacramento	Dallas
Who Oversees unattended drop box /Bin Regulation in your City?	Administration & Regulatory Affairs (Permitting) Public Works (Enforcement)	Department of housing and neighborhood services	Code Compliance	Development Services	Code Enforcement	Code Compliance
What are requirements for registration?	Application, Permit, Decal, written authorization, service plan and Deed Restriction and Law Compliance Affidavit.	Application, Permit, Decal & written authorization	Application, written authorization, site plan with gps coordinates	Application, Site plan with service plan required with notarized owner authorization	Permit application, owner authorization & drawing of location	No registration requirement
Is there a dedicated ordinance that addresses these boxes/bins?	Yes	Yes	Yes	Yes	Yes	No
Is there a limit on the amount of bins allowed on a property or size limitations?	1 per property, Max 125 cubic feet in volume or not have a footprint that exceeds 50 square feet	4 total, Max 4 cubic yards each	1 - Max size 120 cubic feet	1 per lot. Size (12) feet in width, (12) feet in depth & (7) feet in height.	1. Size- no more than eighty-two (82) inches high, fifty-six (56) inches wide and forty-nine (49) inches deep.	No
What fees are charged?	Permit fee \$ \$220.72/yr	Permit/Decal fee \$48/yr	Permit \$200/yr	Free	\$200/yr	None
What is the inspection process and how often are these boxes/bins inspected?	As needed	As needed	As needed	As needed	As needed	Proactive & complaint based for setback, graffiti and litter violations as needed
What are your concerns and challenges with regulating boxes?	Clutter, left on properties without owner consent	Failure to upkeep, donations scattered around box	Failure to upkeep, donations scattered around box	Visual clutter & graffiti	Failure to upkeep, donations scattered around box	Placement in the site visibility triangle and not maintained by operator, donations placed outside on ground
What actions are taken for nonregistered boxes?	Fine/Impoundment	Impoundment	Impoundment	Fine	Fine	No registration requirement
If applicable, if a box is removed by the City what is required for return, include storage fees?	Reimbursement for removal/abatement - No set fee	Permit needed, \$200 impoundment fee plus \$20 daily storage fee	\$200 impoundment fee & \$20 daily storage fee	N/A	N/A	N/A

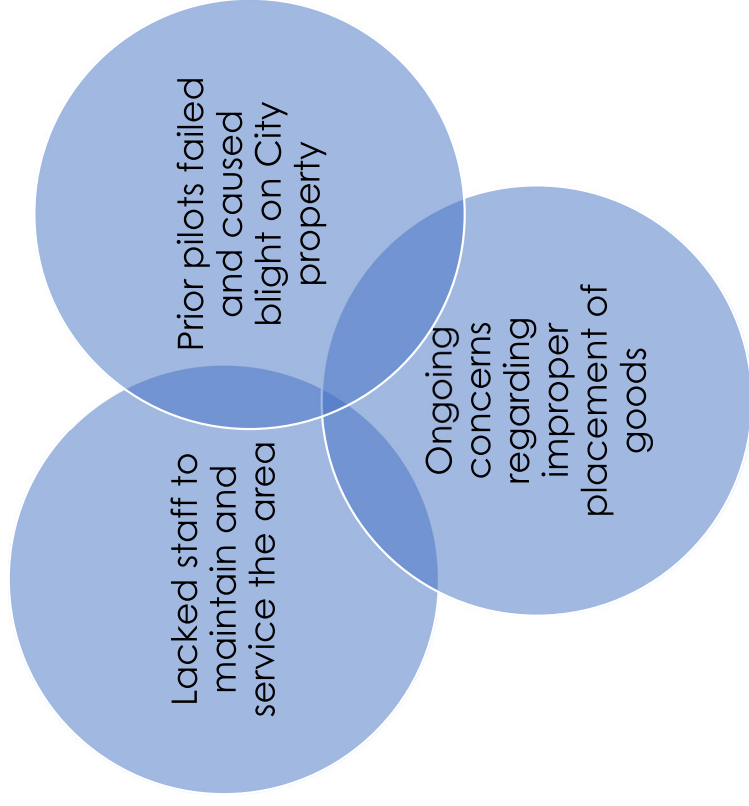
UDB Feedback

Owner / Operator

Identified 9 different owner/operators



Placement on City Property



Proposed Ordinance Recommendations



<p>Require UDB application fee of \$248, an official site plan, notarized owner authorization requirements, and entity registration with Secretary of State (if applicable)</p>	<p>Allow no more than two boxes per 1,100 feet from any other unattended drop box</p>
<p>Require an annual renewal and nonrefundable \$248 fee per box</p>	<p>2 per lot. Each box not to exceed forty-eight (48) inches in depth, forty-eight (48) inches in width, and eighty-four (84) inches in height (Box should not exceed 112 cubic foot)</p> <p>Placement: Concrete or asphalt only</p>
<p>Require owner's label (identifying information) & to include contact information of responsible operator</p>	<p>Prohibit boxes in property setbacks, visibility triangle, required parking areas, driveway, sidewalks, easements, fire lanes, floodplains, and streets</p>
<p>Require regular weekly pick up services for items collected or as needed</p>	<p>Prohibit boxes in areas zoned as Residential uses</p>



Proposed Ordinance Recommendations



APPLICATION FOR CITY OF DALLAS CONSUMER PROTECTION LICENSE
Department of Code Compliance

Section 1: TYPE OF APPLICATION

- NEW
- RENEWAL
- Duplicate/Copy (current)
- Motor Vehicle Repair - \$57.00
- Transponder Decal - \$58.00
- Electronic Repair - \$53.00
- Scrap Tire (STEP) - \$58.00
- Convenience Store - \$0.00
- Home Repair - \$48.00
- Mobile Repair Decal - \$58.00
- Wood Vendor - \$44.00
- Short Term Rental -
- Unattended Drop Box (+\$12.50 each additional vehicle)
- Credit Access Business - \$87.00
- Other

Section 2: LOCATION BEING REGISTERED

Address: _____ State _____ Zip Code _____
 (Physical location)
 Business Name: _____
 Business Phone: _____
 Manager/Person in Control Name: _____ PH# _____
 Applicant Name: _____ PH# _____ Email _____

Section 3A: BUSINESS OWNER 1

Name: _____ Cell PH#: _____
 Mailing Address: _____
 Email: _____
 Type of Ownership: Individual Partnership Corporation Other _____

Section 3B: BUSINESS OWNER 2

Name: _____ Cell PH#: _____
 Home Address: _____
 Email: _____
 Type of Ownership: Individual Partnership Corporation Other _____

Section 4: PROPERTY OWNER

Property Owner/Landlord Name: _____ Phone#: _____
 Property Owner/Landlord Address: _____

Application Requirements

- Name, mailing address, email, and phone number and box of property owner and box operator
- Approval letter from property owner
- Physical location of box
- Dates boxes will be serviced
- Emergency contact phone number(s)



Unattended Drop Box Decal/Permit

Color: Yellow background, City of Dallas blue and black lettering, for Permit No., Permit duration, ISO, and revision No.

Size of label: 5 x 5

Shape: Rectangle

Application: ADHESIVE

Information to include:

- Permit Number
- License Number (SR#)
- ISO Form Number
- Date effective (based on council approval)
- Revision #



Next Steps



Summer 2023

- Upon Council approval, create an online application and permitting process for UDB operators .
- Create and deploy an online process to track applications, box locations, and complaints

Winter 2023

- Initiate marketing campaign advising property owners and identifiable box operator(s)/owner(s) of registration program
- Collaborate with ITS regarding software enhancements and determine program's go-live date



Next Steps

- Seeking comments and direction on draft ordinance and the registration program from Quality of Life, Arts & Culture committee



City of Dallas Unattended Drop Box (UDB) Registration Program

Quality of Life, Arts, and Culture
June 12, 2023



City of Dallas

Chauncy Williams, Assistant Director
Dr. Katina Robertson, Administration-East
Code Compliance

City of Dallas 102

ORDINANCE NO. _____

An ordinance amending Chapter 7A, “Anti-Litter Regulations,” of the Dallas City Code by adding Section 7A-4.1; providing an application process for unattended drop box permits; providing regulations for unattended drop boxes; providing a penalty not to exceed \$2,000; providing a saving clause; providing a severability clause; and providing an effective date.

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

SECTION 1. That Chapter 7A, “Anti-Litter Regulations,” of the Dallas City Code is amended by adding a new Section 7A-4.1, “Unattended Drop Box Regulations,” to read as follows:

“SEC. 7A-4.1. UNATTENDED DROP BOXES.

(a) Purpose. The purpose of this section is to eliminate nuisance and blight associated with unattended drop boxes by establishing operator accountability through a permitting and application process and time, place, and manner restrictions.

(b) Applicability. The requirements of this section apply to all unattended drop boxes regardless of whether the unattended drop boxes were placed prior to the effective date of these regulations.

(c) Definitions. For purposes of this section,

(1) DEPARTMENT means the department of code compliance.

(2) DIRECTOR means the director of the department of code compliance or the director’s representative.

(3) OPERATOR means a person who maintains an unattended drop box to solicit collections of salvageable personal property.

(4) PROPERTY means a lot, plot, or parcel of land, including any structures on the land.

(5) UNATTENDED DROP BOXES (UDB) means any unattended or unstaffed outdoor container, box, receptacle, or similar device or facility, designed with a door, slot, or other opening that is used for soliciting and collecting donations of textiles, clothing, shoes, books, toys,

dishes, and other salvageable items of personal property to be used by the operator for distribution, resale, or recycling. This term does not include unattended boxes intended for the collection of mail or parcels conveyed by the United States Postal Service or private shipping companies.

(d) Application.

(1) Applications for UDB permits must be made on a form provided by the department and must include the following information:

(A) The legal name, street address, mailing address, e-mail address, and telephone number of the operator and property owner who can be reached 24 hours a day, seven days a week, in the event of an emergency condition involving the UDB.

(B) A signed authorization from the property owner where the proposed unattended box is to be placed if the property owner is not the operator.

(C) A non-refundable application fee of \$248.

(D) A site plan showing:

(i) location and dimensions of property boundaries;

(ii) location of all buildings located on the property;

(iii) proposed UDB location; and

(iv) distance between the proposed UDB and any structures located on adjacent properties.

(E) Elevations showing the appearance, graphics or designs, materials, and dimensions of the UDB.

(F) A description of the proposed locking mechanism for the UDB.

(G) A maintenance plan, including graffiti removal, weekly pick-up schedule, and litter and trash removal on and around the UDB, that is sufficient to prevent and eliminate blight-related conditions.

(H) Any other information regarding time, place, and manner of the UDB operation, placement, or maintenance that the director requires to evaluate the operator's application consistent with the requirements of this chapter.

(2) An applicant shall notify the director within 10 days after any change in the information provided to the director.

(e) Permit expiration and renewals.

(1) A permit for a UDB expires one year after the date of issuance.

(2) A permit may be renewed by making an application in accordance with Section 7A-4.1(d). An applicant shall apply for renewal at least 30 days before the expiration of the permit.

(f) Permit issuance.

(1) The director shall issue a permit for a UDB, along with a permit decal, if the director determines that:

(A) the applicant has complied with all requirements for issuance of the permit and decal; and

(B) the applicant has not made a false statement as to a material matter in an application for a permit.

(2) Permits may not be transferred, conveyed, or assigned to another operator.

(g) Application denial.

(1) The director shall deny an application if the director determines:

(A) the property owner or operator has had a UDB permit revoked within the preceding 12-month period;

(B) the property owner or operator intentionally made a false statement as to a material in the application for a UDB permit; or

(C) the operation or location of the UDB would violate the regulations in subsection (h) of this section.

(2) If the director determines that an applicant's application should be denied, the director shall issue by personal service or mailed via United States Certified Mail to the operator's last known address that the application is denied and include in the notice the reason for denial and a statement informing the applicant of the right of appeal.

(h) Permit revocation.

(1) A permit issued under this section may be revoked by the director if the operator or property owner:

(A) has received one or more citations for a violation of this section within the preceding 12 months;

(B) intentionally made a false statement as to a material matter in the application for a UDB permit; or

(C) has failed to notify the director of any material change of information in the permit application as required in Section 7A-4.1(d)(2).

(2) Before revoking a permit, the director shall deliver written notice to the permit holder that the permit is being considered for revocation. The notice must include the reason for the proposed revocation, action the permit holder must take to prevent the revocation, and a statement that the registrant has 10 days after the notice is mailed to comply with the notice. Notice shall be mailed via United States Certified Mail to the operator's last known address.

(3) If, after 10 days from the date the notice is mailed, the permit holder has not complied with the notice, the director shall revoke the permit and deliver written notice of the revocation to the permit holder via United States Certified Mail. The notice must include the reason for the revocation, and a statement informing the permit holder of the right of appeal.

(i) Appeals. If the director denies issuance or renewal of a permit or revokes a permit, this action is final unless the applicant or registrant files an appeal with the permit and license appeal board in accordance with Section 2-96 of this code.

(j) Removal of UDB. The operator or property owner must remove the UDB no more than 10 days after the revocation or 10 days after the final resolution of the appeal hearing. Failure to timely remove a UDB in compliance with this subsection is a violation of this section.

(k) One-year waiting period. If a permit is revoked, no additional permit shall be issued to that operator or property owner within one year after the revocation date.

(l) UDB regulations.

(1) Violation. A person commits a violation if he violates a provision of this section or places, maintains, or allows to be placed, or maintained, a UDB at any location without a valid permit issued in accordance with this section.

(2) Maximum number. Only two UDBs are allowed at any site. A separate permit is required for each UDB.

(3) Location.

(A) UDBs are prohibited in residential zoning districts and the following areas:

- (i) Required zoning and building line setbacks.
- (ii) Visibility triangles as defined in Section 51A-4.60d.
- (iii) Required parking areas.
- (iv) Driveways.
- (v) Sidewalks.
- (vi) Easements.
- (vii) Fire lanes.

- (viii) Floodplains.
- (ix) City rights-of-way.
- (x) Any location that will impede traffic; impair motor vehicle operation within a parking lot, driveway, street or alley; or block access to off-street parking spaces, access easements, fire lanes, fire hydrants, or dumpsters.

(B) UDBs may not be located within 1,100 feet of any other property where UDBs are located.

(C) UDBs may only be placed on concrete or asphalt surfaces.

(4) Permit decal display. Each permitted UDB must display a clearly visible decal on the outside of the UDB, adjacent to where goods are being placed in the box, that contains the following information:

(A) UDB permit number.

(B) Dates the permit is valid.

(C) Permit issuance date.

(D) ISO form number.

(E) revision number.

(5) Maximum dimensions. A UDB may not exceed 84 inches in height, 48 inches in depth, 48 inches in width, and a total volume of 112 cubic feet.

(6) Item removal. The operator and property owner must remove all items placed within the UDB at least one time per week.

(7) Operation and maintenance.

(A) The operator and property owner are responsible for the maintenance, upkeep, and servicing of the UDB and cleanup and removal of any items left outside of the UDB.

(B) The city is authorized to abate any property in violation of this section that is deemed a public nuisance under the procedures in and Section 31-10.

(C) The structural integrity of the UDB must be maintained at all times.

(D) The operator and property owner shall keep the property within 25 feet of the location of a UDB clean and free of trash, debris, broken glass, coat hangers, clothes, clothing accessories, or other items.

(E) UDBs must have a collection opening with a tamper resistant locking mechanism.

(F) UDBs may not be electronically or hydraulically powered or otherwise mechanized.

(G) UDBs may not be a fixture to the site or considered an improvement to real property.”

SECTION 2. That a person violating a provision of this ordinance, upon conviction, is punishable by a fine not to exceed \$2,000.

SECTION 3. That Chapter 7A of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

SECTION 4. That any act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced in any action before the amendment or repeal of any ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of any ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if the amended or repealed ordinance, or part thereof, had remained in force.

SECTION 5. That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

SECTION 6. 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.

APPROVED AS TO FORM:

TAMMY L. PALOMINO, Interim City Attorney

By _____
Assistant City Attorney

Passed _____

DRAFT



City of Dallas

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

Agenda Information Sheet

File #: 23-1633

Item #: B.

Cultural Facilities: 2024 Bond Program

[Martine Philippe, Director, Office of Arts & Culture; Benjamin Espino, Assistant Director, Director, Office of Arts & Culture]



City of Dallas

Cultural Facilities: 2024 Bond Program

**Quality of Life, Arts and Culture
Committee**

June 12, 2023

**Martine Philippe, Director
Benjamin Espino, Assistant Director**

Office of Arts and Culture
City of Dallas

Presentation Overview

- Purpose
- Background
- OAC Background
- Background: 2018 Cultural Plan
- Investment through lens of Equity
- Past Bond Allocations
- Preliminary 2024 OAC Needs Inventory
- Additional 2024 OAC Needs Inventory
- 2024 Technical Score Criteria Guidelines
- Proposed Technical Criteria for Critical Facilities
- 2024 OAC Equity Criteria
- Next Steps



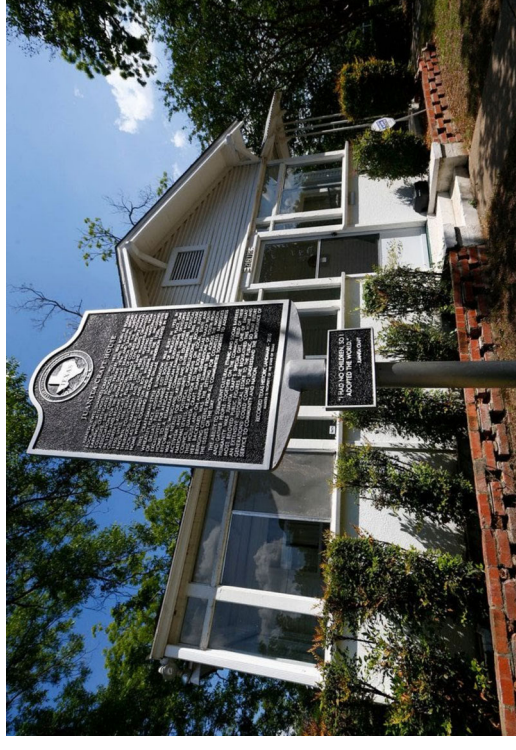
Purpose

- Provide a briefing on the Office of Arts and Culture's (OAC) cultural facilities and the need for bold investment in the 2024 Bond Program through an equity and environmental sustainability lens



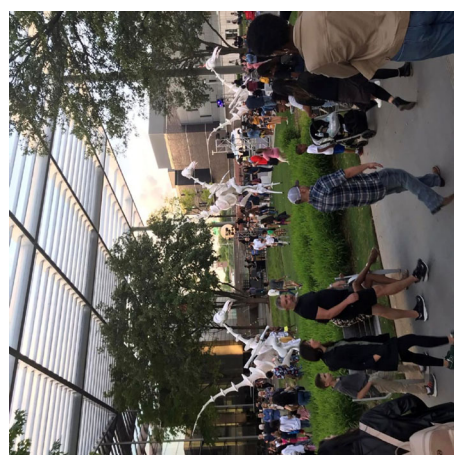
OAC Background

- Vision: An equitable, diverse and connected community, whose residents and visitors thrive through meaningful arts and cultural experiences in every neighborhood across Dallas
- Core Services: stewardship of 19 cultural facilities, including 4 neighborhood cultural centers, 2 performing arts venues, the Juanita J. Craft Civil Rights House, and 12 partner-managed venues



OAC Background

- OAC and its partners welcome over a million Dallas residents and visitors to City-owned cultural facilities annually
- Economic impact of Dallas arts and cultural sector: \$891M generating ~33,000 jobs*



Background 2018: Dallas Cultural Plan (DCP)



- 2018 - City Council unanimously adopted the Dallas Cultural Plan in November 2018
- Dallas Cultural Plan anchors around an Equity Framework and complements the Racial Equity Plan
- \$4.1M in FY21-22 invested through OAC's funding programs and facilities for historically disadvantaged communities (HDCs) and ALAANA* artists



*African, Latina/o, Asian, Arab, Native American



Investment through lens of Equity



- Over 1.4M individuals visit City Cultural Facilities annually
- Visitors include over 100,000 youth with families and from over 300 schools
- Provides space for community, learning, and enjoyment of diverse local, national, and international artists
- Many facilities are “home” to small and mid-sized Dallas arts non-profits



Previous Bond Allocations

- Dallas Cultural Plan Strategy #20:
 - To develop a Sustainable Arts Ecosystem, the City will “*sustainably fund deferred and proactive maintenance for City-owned cultural facilities*”
 - Annual cultural facility maintenance allocation in FY 22-23 ~\$1M (vs. appraisal value ~\$535M)
 - Recent bond programs have typically allocated between 1.5-5% to cultural facilities

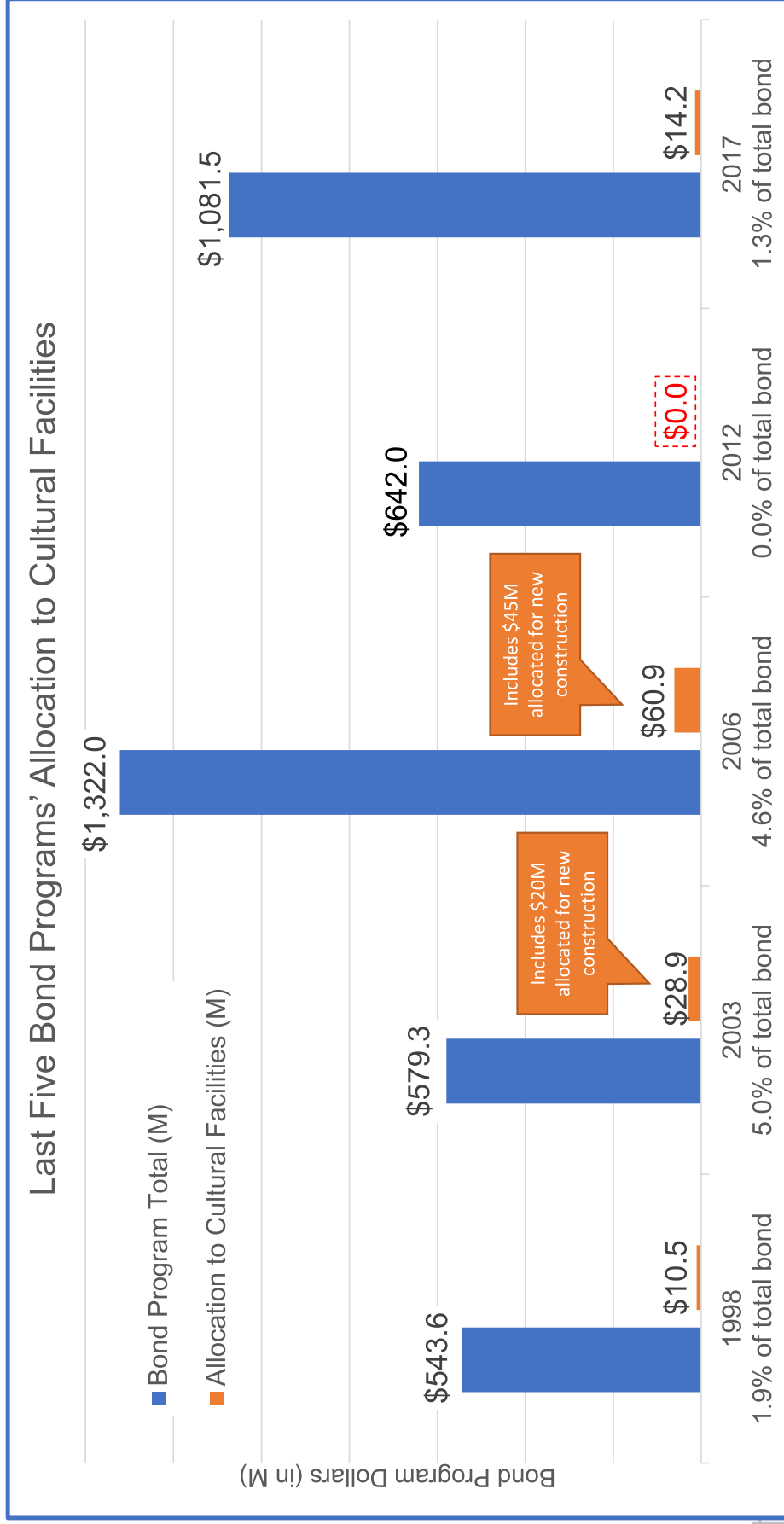
Year	Bond Program Approved by Voters (in M)	Bond Program Dollars Allocated to Cultural Facilities (in M)	Bond Program Dollars Allocated to Cultural Facilities (%)
1998	\$543.6 M	\$10.5 M	1.9%
2003	\$579.3 M	\$28.9* M	5.0%
2006	\$1,322.0 M	\$60.9** M	4.6%
2012	\$642.0 M	\$0.0 M	0.0%
2017	\$1,081.5 M	\$14.2 M	1.3%
TOTAL	\$4,199 M	\$114.4 M	2.7%



*\$20M of the \$28.9M allocated was for new cultural facility construction; remainder was for renovation/maintenance
 **\$42M of the \$60.9M allocated was for new cultural facility construction



Previous Bond Allocations



Preliminary 2024 OAC Needs Inventory List



Cultural Facility	Facility Needs
Annette Strauss Square*	\$2,231,280
AT&T Performing Arts Center Campus*	\$745,200
Bath House Cultural Center	\$1,042,000
Dallas Black Dance Theatre	\$2,310,520
Dallas Museum of Art	\$11,500,000
Kalita Humphreys Theater	\$7,630,000
Latino Cultural Center	\$1,759,500
Majestic Theater	\$5,240,000
Moody Performance Hall	\$1,875,000
Oak Cliff Cultural Center	\$255,000
Sammons Center for the Arts	\$2,663,735
South Dallas Cultural Center	\$1,492,000
Winspear Opera House	\$6,654,960
Wyly Theatre	\$3,812,400
TOTAL	\$49,211,595

- Needs Inventory includes \$49.2M of capital work
- Example projects include:
 - HVAC major maintenance at Dallas Black Dance Theatre, Kalita Humphrey Theater, Moody Performance Hall and South Dallas Cultural Center
 - Roof replacement and/or major maintenance: Bath House Cultural Center, Dallas Black Dance Theatre, Latino Cultural Center, Moody Performance Hall, and South Dallas Cultural Center



* Part of the AT&T Performing Arts Center

Additional 2024 OAC Needs Inventory List

- Cultural Districts such as the Arts District, South Dallas/Fair Park, and Deep Ellum have requests related to infrastructure and transportation to maintain vibrancy and to improve safety for residents and visitors
 - Cultural Districts are designated by the Texas Commission on the Arts, our State-funded arts and cultural agency
 - These Districts pool cultural resources to foster economic development and community revitalization as focal points for business and tourism
- New cultural developments (Commonwealth) are also requesting infrastructure and transportation improvements to make the most of City-owned land and private investment



2024 Technical Score Criteria Guidelines



- Office of Bond & Construction Management (BCM)
 - Each department's scoring criteria must equal 100 points
 - Each department's bond proposition to be in alignment with their Racial Equity Plan Goals.
 - Overlapping department projects are identified by the DBI Office using GIS mapping overlay procedures.



Proposed Technical Criteria for Critical Facilities

Major Maintenance Criteria Description

Criteria No.	Technical Criteria	Max Score
1	Priority Level Based on Building Condition Priority 1 - Currently Critical - 30 points Priority 2 - Potentially Critical (Year 1) - 20 points Priority 3 - Necessary / Not Yet Critical (Year 2-5) - 10 points	30
2	Improves O&M	20
3	Design Plans Status	5
4	Identified on 2017 Facility Condition Assessment	10
5	Improves Facility's Resiliency, safety and/ or CECAP goals	15
6	Equity & Overlay Tool	20
Total Possible Score		100



2024 OAC Equity Criteria



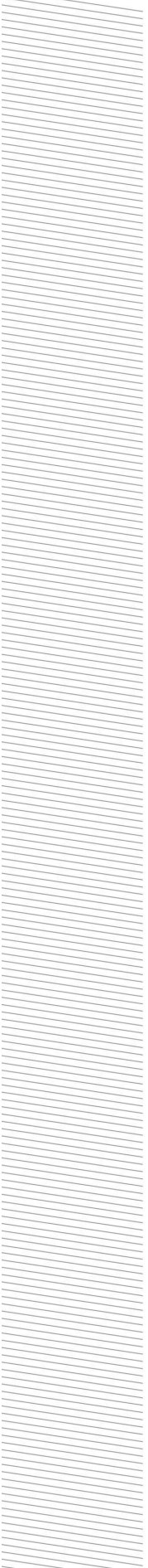
Criteria No.	Technical Criteria	Max Score (up to 20)	Criteria Definition/Comments
E1	Equity Impact Assessment (EIA) Score	10	City Census Tracts are ranked from 1 to 5 to determine EIA score; EIA score multiplies ranking by 2 for total points used
E2	Historically Disadvantaged Community (HDC)/ALAANA Cultural Facilities	5	Project maximizes the use of City facilities, especially for ALAANA and historically disadvantaged communities
E3	Accessibility	5	Project proactively removes physical, online/internet, financial, and transportation barriers to increase access
Total Maximum Equity Score			20
The equity criteria is used to help prioritize projects within the same category for all cultural facilities; equity criteria set by OAC in consultation with OEI			



Next Steps

- Next Steps
- 2024 Bond Townhall Meetings
 - June 5 - 29, 2023
- Presentation to Critical Facilities Subcommittee of Community Bond Task Force
 - August 15, 2023





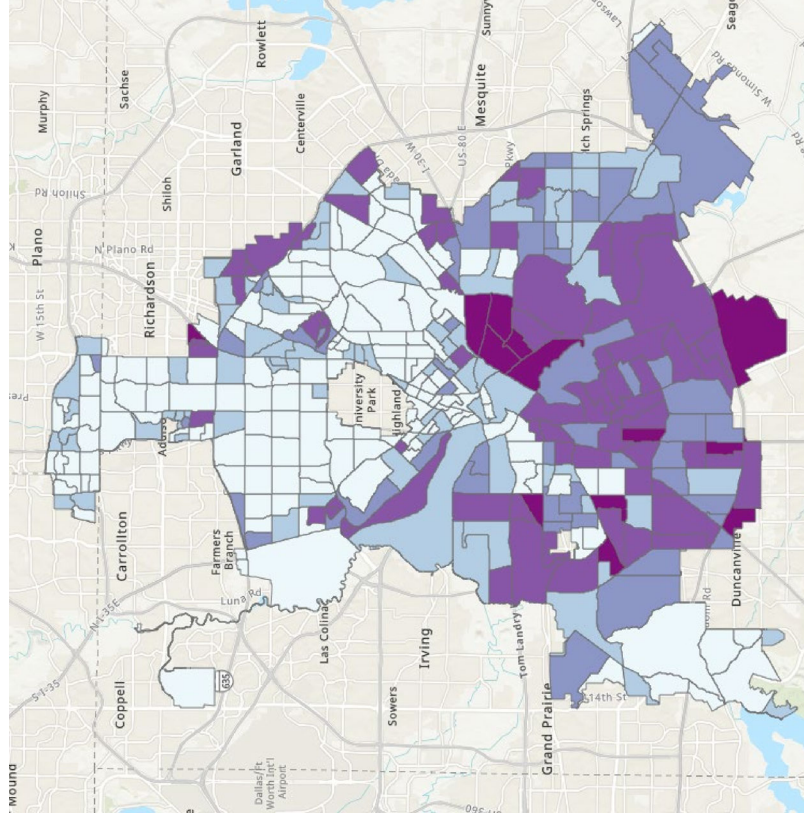
City of Dallas

Office of

Arts & Culture



Appendix A: Technical Criteria Scoring - Overlay



- **2 Points Each**
- High Crime Areas
- TOD (DART Sites)
Market Value Analysis
- **311 Service Requests**
Identifying calls for Flooding, Speeding, Traffic Calming, Potholes, Street Resurfacing, and Illegal Dumping
- Intersection/ Project Overlay
- **Equity Impact Assessment (EIA) Score**
Up to 10 Points
Working with Office of Equity & Inclusion
- Entire city is given a ranking; 1-5
- EIA score multiplies ranking by 2 for total points used.



Appendix B: Facility Details

AT&T Performing Arts Center

Equity & Community Impact

- Opened in 2009 on a 10-acre campus with five venues in three buildings, an outdoor stage, and a public park
- Welcomes approximately 350K visitors per year, and presents free programs onsite such as Reliant Lights Your Holidays and Latinidad
- Hosts five resident companies, including 2 ALAANA groups: Dallas Black Dance Theatre and Anita N. Martinez Ballet Folklorico
- Through the Elevator Project, provides space and support to small arts groups, including BIPOC, LGBTQ+ and female groups

Key Capital Needs

- HVAC repairs / Upgrades
- Elevator Repairs / upgrades
- Public Safety / Security upgrades
- Dressing rooms for Annette Straus Square



Appendix B: Facility Details

Bath House Cultural Center

Equity & Community Impact

- Opened as a cultural center in 1981; building dates to 1930
- Welcomes approximately 30K visitors each year; has hosted ~850K visitors since opening
- 60% of visitors are ALAANA
- Echo Theater, a theater dedicated to plays by women, performs at the Bath House regularly

Key capital needs

- New Roof
- Address and repair exterior needs of building
- Replace electrical panels, neon, and architectural lighting
- Replace all exterior doors



Appendix B: Facility Details



Dallas Black Dance Theatre

Equity & Community Impact

- Re-opened in 2008 at the former historic residence of the Moorland YMCA as rehearsal studios, training classrooms, and administrative offices
- Welcomes approximately 40K visitors, of which 89% are ALAANA
- Houses the DBDT Academy, serving 30K youth with ~2,000 classes pre-pandemic
- Hosts other community organizations, including African American Leadership Forum, bc WORKSHOP, Big Thought, Dallas Black Chamber of Commerce, Dallas TRHT, Leadership Women, North Texas Dance Council, and DSO SOLUNA programs

Key Capital Needs

- Roof repair including terracotta tile
- HVAC repair / replacement
- Technology / Security upgrades
- Elevator Modernization



Appendix B: Facility Details

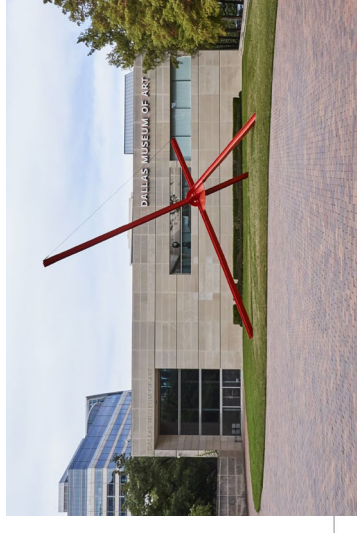
Dallas Museum of Art

Equity & Community Impact

- Building opened in 1984
- Welcomed approximately 600K visitors last year (800K+ pre-pandemic)
- Signage is bilingual and general admission is free
- Visitors are 50% ALAANA
- Last year, served over 100K students through on-site and off-site programs, including field trips from 175 schools

Key Capital Needs

- Electrical repairs/upgrades including switchgear and electrical distribution
- Fire control systems replacement/upgrades
- HVAC system repair/upgrades
- Plumbing repairs / upgrades
- Roof repairs



Appendix B: Facility Details

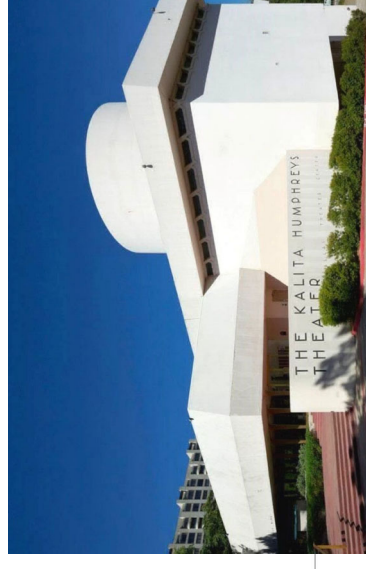
Kalita Humphreys and Heldt Building

Equity & Community Impact

- Kalita building opened in 1959; gifted to City of Dallas in 1974
- Heldt built in 1990 and has a black box theater and support spaces
- Majority of shows are presented by Dallas Theater Center, Uptown Players (LGBTQ+ mission centric), and Second Thought Theater
- Welcomed approximately 30K visitors last year
- Served over 500 students from 30 schools, of which 25 are Title 1

Key Capital Needs

- Safety / Security upgrades
- MEP / HVAC repair
- Exterior repair / water infiltration mitigation
- Interior repairs including accessibility modifications



Appendix B: Facility Details

Latino Cultural Center

Equity & Community Impact

- Opened as a cultural center in 2003
- Welcomes approximately 37K visitors each year
- Only municipal cultural venue in the US with two resident Latino/a theater companies – Cara Mia Theatre and Teatro Dallas

Key capital needs

- Roof replacement including terracotta tile
- Electrical Upgrades
- Interior / Exterior repairs including doors, walls, and stucco



Appendix B: Facility Details

Majestic Theater

Equity & Community Impact

- Reopened in 1983 with 1700 seats; building dates back to 1921
- Welcomes approximately 140K visitors per year
- Hosts 12-16 Spanish-language shows each year, with ~20K attendees
- Hosts 18-20 youth or youth-friendly performances each year (e.g., Dallas Black Dance Theater Academy's Espresso Nutcracker)

Key Capital Needs

- Restoration of theater seating
- Windows and façade repairs, replacement, sealing
- Accessibility enhancements



Appendix B: Facility Details

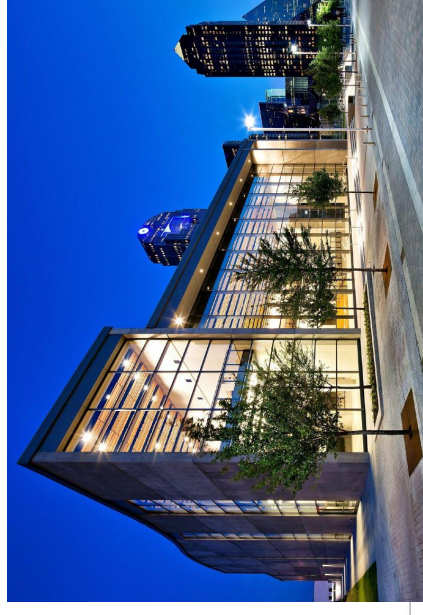
Moody Performance Hall

Equity & Community Impact

- Opened in 2012 with 750-seat auditorium as a home for small and mid-sized organizations in the Arts District
- Welcomes approximately 60K visitors per year, with over 500K since opening
- Hosts events by ~50 different local arts non-profits annually, and a dozen youth-friendly/sensory-friendly performances each year

Key Capital Needs

- Roof Repairs
- HVAC repairs and upgrades
- Exterior door repairs
- Refinish floors including hardwoods



Appendix B: Facility Details

Oak Cliff Cultural Center

Equity & Community Impact

- Opened as a cultural center in 2010 in a former retail space
- Welcomes approximately 20K visitors each year; has hosted ~225K since opening
- Over 60% of visitors are ALAANA
- Since 2015, has hosted summer camp “School of Yes” with Cara Mia; students are 91.5% ALAANA and come from 26 different City of Dallas zip codes

Key capital needs

- Restoration of Gallery Walls
- Upgrades to doors including fire door exit hardware
- Lighting upgrades



Appendix B: Facility Details

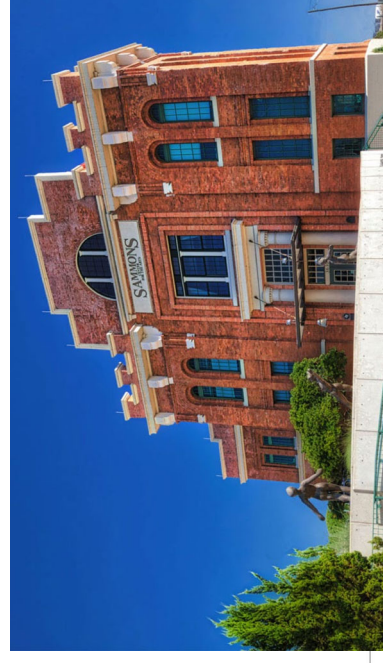
Sammons Center for the Arts

Equity & Community Impact

- Re-opened in 1988 as an arts incubator; building dates to 1909
- Welcomes approximately 68K visitors annually
- Houses 15 resident arts organizations, of which 6 are ALAANA, 1 is LGBTQ+, 1 is focused on women, and 1 is focused on youth
- Employs/contracts with individuals with disabilities

Key Capital Needs

- Exterior Masonry repairs
- Exterior window repair / replacement and sealing
- Drainage repair / upgrades



Appendix B: Facility Details

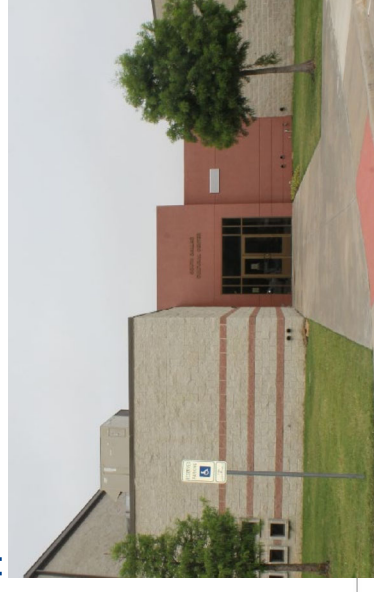
South Dallas Cultural Center

Equity & Community Impact

- Opened as a cultural center in 1986 to celebrate the culture of the African Diaspora
- Welcomes approximately 40K visitors each year
- Home of the Juanita J. Craft Artist Residency, continuing the legacy of this local civil rights icon

Key capital needs

- Roof replacement
- Replace rooftop HVAC units
- Installation of additional fencing / gate repair
- Repair exterior cracks and patch/paint





City of Dallas

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

Agenda Information Sheet

File #: 23-1634

Item #: C.

Libraries: 2024 Bond Program
[Clinton Lawrence, Assistant Director, Dallas Public Library]

2024 Capital Bond Program Dallas Public Library

Quality of Life Committee Briefing
June 12, 2023



City of Dallas

Clinton Lawrence, Assistant Director - Dallas Public Library
Jennifer Nicewander, P.E., (I) Director - BCM
City of Dallas

Purpose

- Provide overview of the current Needs Inventory for Dallas Public Library
- Identify and prioritize recommended Library projects
- Update on status of Library's new Facility and Strategic Plan



Needs Inventory: City-Wide Overview



City of Dallas Needs Inventory

	2017 Cost Estimates (as of June 2022)	2022 Cost Estimates (as of October 2022)	2024 Cost Estimates* (as of January 2023)	2025 Cost Estimates* (as of January 2023)
Streets	\$3,198,521,298	\$3,499,475,584	\$3,858,171,829	\$4,051,080,420
Transportation	\$1,925,671,224	\$2,189,274,542	\$2,413,675,183	\$2,534,358,942
Park & Recreation	\$2,130,505,495	\$2,834,979,024	\$3,125,564,374	\$3,281,842,593
Flood & Storm Drainage	\$2,132,930,500	\$2,470,803,500	\$2,724,060,859	\$2,860,263,902
Public Safety Facilities**	\$552,351,359	\$777,781,149**	\$857,503,717	\$900,378,903
Library Facilities	\$66,945,569	\$83,780,700	\$92,368,222	\$96,986,633
Cultural Facilities	\$89,718,140	\$120,837,456	\$133,223,296	\$139,884,460
City Facilities	\$288,196,851	\$280,042,496	\$308,746,852	\$324,184,195
TOTAL	\$10,384,840,436	\$12,256,974,451	\$13,513,314,332	\$14,188,980,048

*Cost Estimates include an annual 5% cost escalation.

** DFR = \$290,682,737 and DPD = \$487,098,412.



Library Needs Inventory

Major Maintenance & Rehabilitation Background:

- Building Services Department (BSD) selected projects for consideration using:
 - needs previously identified on the 2017 Facility Condition Assessment (FCA),
 - projects already on the needs inventory,
 - input from departments,
 - new needs that have emerged since the last bond program/FCA.



Library Needs Inventory

Library Overview:

- From \$12.2B city-wide Needs Inventory, Library facilities total \$83.8M and included:
 - Full Renovation of **Preston Royal**
 - Replacement of **North Oak Cliff** and **Park Forest**
 - ADA upgrades at 9 other branch locations
 - Major Maintenance (HVAC, electrical, roof, etc.) at 17 locations
 - All cost estimates are based on 2017 Facility Condition Assessment, which include escalation adjustment to 2027



Library Needs Inventory

Renovation and Replacement Priorities Background:

- Proposed full renovation of Preston Royal Branch will extend its useful service life by 40 – 50 years:
 - Concrete structural frame is in good condition
 - Mech. and Electrical systems need replacement
 - ADA improvements necessary
- Two proposed Replacement Facilities:
 - Land acquisition complete for both locations



Library Needs Inventory



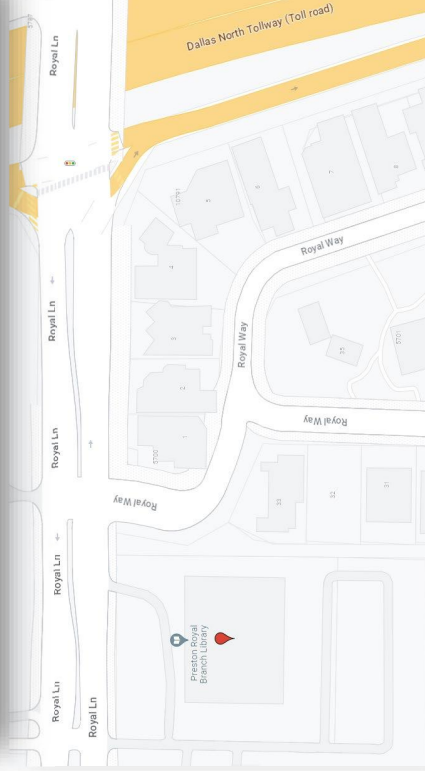
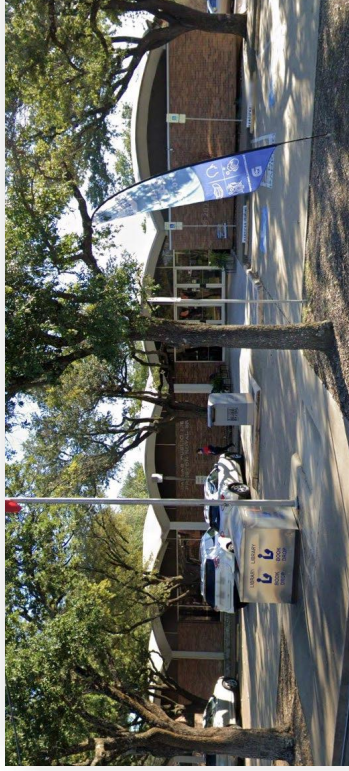
Replacement and Renovation Priorities Background:

- The proposed Renovation Facility and two new Replacement Facilities will complete Library's Master Plan adopted in 2000:
 - Provide uniform delivery of programming for all service areas
 - Meet CECAP objectives, joining Vickery Park Branch Library - the first city facility to achieve Net-Zero carbon emission
 - ADA compliance and Major Maintenance upgrades at 17 locations are necessary to fulfill service area needs



Renovation Priority- Library

Preston Royal Branch Library
5626 Royal Lane

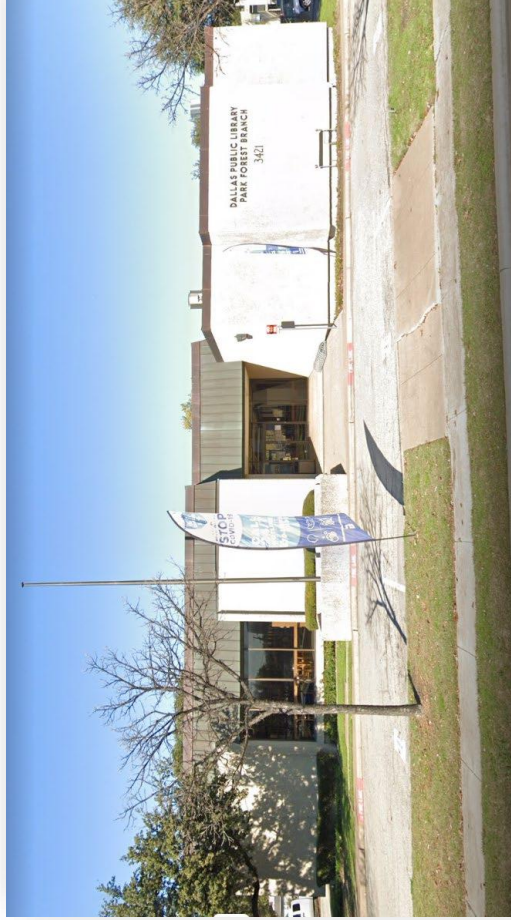


- Current facility built in **1964**
- 2006 Bond Program provided funding for land acquisition of lot located on Forest Lane- **Total expenditure: \$3,222,955**
- Through resident initiative, lot was sold with proceeds allocated to renovating existing facility- **Total net proceeds from sale: \$3,830,000**
- 2024 Bond Need: **\$6,700,000**
- *Project Total* = \$10.53M



Replacement Priorities- Library

Park Forest Branch Library
3421 Forest Lane



- Current facility built in **1971**
- 2006 Bond Program provided funding for land acquisition of High Vista lot - **Total expenditure: \$1,201,331**
- 2024 Cost Estimate: **\$13,000,000**

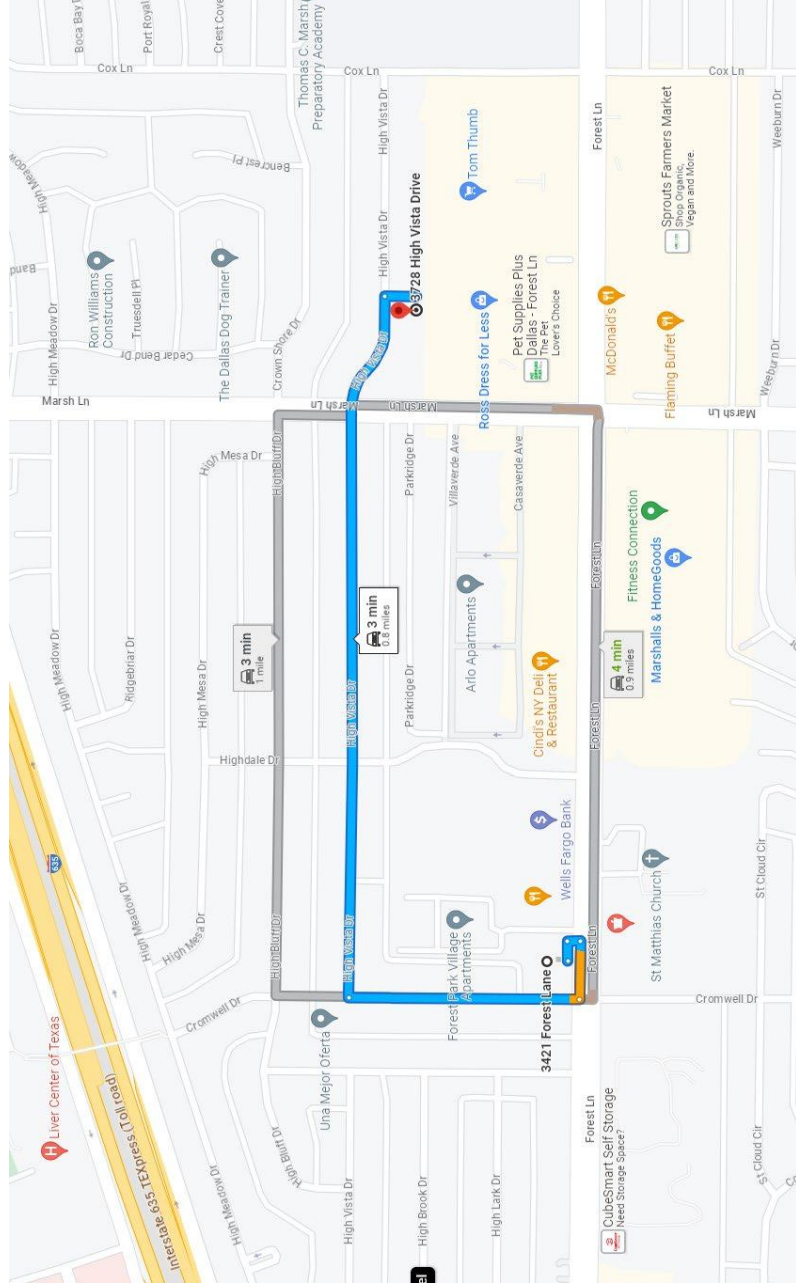


Replacement Priorities- Library

Park Forest Branch Library

Current: 3421 Forest Lane

New: 3728 High Vista



Replacement Priorities- Library

North Oak Cliff Branch Library
302 West 10th Street

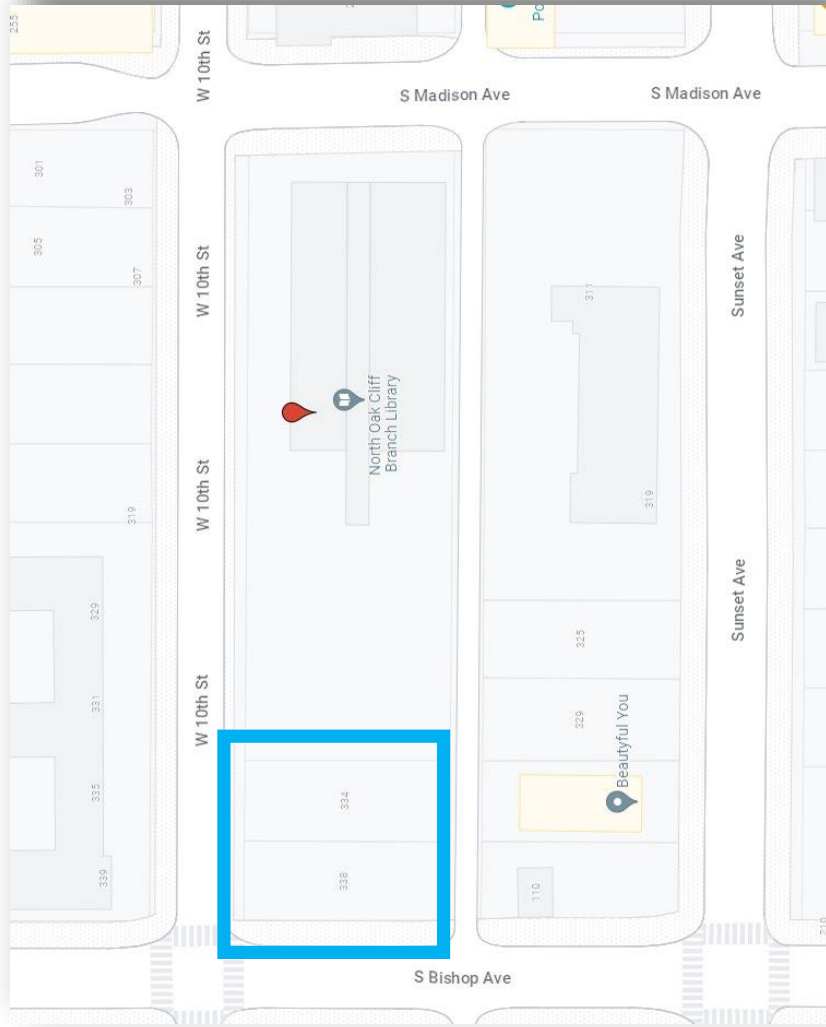


- Current facility built in **1987**
- 2006 Bond Program provided funding for land acquisition of adjacent lots-
Total expenditure: \$946,197
- 2024 Cost Estimate:
\$13,000,000



Replacement Priorities- Library

North Oak Cliff Branch Library
302 West 10th Street



NEW Library Facility & Strategic Plan

- December 14, 2022, awarded consultant: **Group4 Architecture, Research + Planning, Inc.**
- Began new study with first round of public engagement April 2023
- Continued engagement ongoing and anticipate additional public engagement efforts to begin in June 2023
- Anticipated draft report of findings and recommendations by December 2023





QUESTIONS?



2024 Capital Bond Program Dallas Public Library

Quality of Life Committee Briefing
June 13, 2023



City of Dallas

Jo Giudice, Director – Dallas Public Library
Clinton Lawrence, Assistant Director - Dallas Public Library
Jennifer Nicewander, P.E., (I) Director - BCM
City of Dallas

Appendix: Major Maintenance Details



Facility Name	Dept.	Project Type	System Type	Description	Estimates
Arcadia Park Library	LIB	Major Maintenance	Mechanical	HVAC Replacement, Replace chiller	\$408,240
Central Library	LIB	Major Maintenance	Electrical	Install emergency generator for emergency lighting and building emergency systems. (I think the estimate needs to be increased to \$650k)	\$650,000
Central Library	LIB	Major Maintenance	Structure	Balcony weatherproofing, floors: 3, 4, 5 (Sealing around the doors, windows, and edges)	\$540,000
Central Library	LIB	Major Maintenance	Mechanical	Update Controls and the Heating System. (Replacement of Jace panels and any valves/ controllers associated with controls)	\$3,240,000
Central Library	LIB	Major Maintenance	Mechanical	Replace "blown-out" portions of HVAC ductwork throughout building, with minor modifications required for 6th and 7th floor (Many areas of the duct work has exceeded useful life and in some areas has significant failures, leading to poor air distribution)	\$699,840
Central Library	LIB	Major Maintenance	Structure	Young Street plaza and perimeter of building weatherproofing	\$650,000
Central Library	LIB	Major Maintenance	Plumbing	Upgrade fire sprinklers and pumps for the Fire Suppression system (This is a full upgrade for this system for each floor. There have been some risers replaced in the last 3 years. The control aspect of the system is in good shape but the rest of the system will require an upgrade.)	\$875,000
Dallas West Library	LIB	Major Maintenance	Mechanical	HVAC Replacement, Replace boiler and flue vent	\$291,600
Grauwlyer Park Library	LIB	Major Maintenance	Mechanical	Replace and redesign HVAC system (8 Heat Pump's with a secondary condenser water loop from a Plate Frame Heat Exchanger cooled by the primary condenser water loop from the Cooling Tower)	\$583,200
Hampton-Illinois Library	LIB	Major Maintenance	Mechanical	HVAC Replacement, Integrate controls; redesign hot water loop to heating	\$291,600
Kleberg-Rylie Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Kleberg-Rylie Library	LIB	Major Maintenance	Mechanical	Replace AHU, and HVAC system 1. Boiler 2. Chiller 3. 2 Air handler units (AHUs) 4. 1 split system	\$583,200



Appendix: Major Maintenance Details



Facility Name	Dept.	Project Type	System Type	Description	Estimates
Lakewood Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Lakewood Library	LIB	Major Maintenance	Structure	Replace roof, not necessarily copper material	\$125,971
Lakewood Library	LIB	Major Maintenance	Electrical	Electrical Upgrades, including additional interior outlets and parking lot lighting upgrades	\$75,000
Martin Luther King Jr. Library Building C	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Mountain Creek Library	LIB	Major Maintenance	Mechanical	Replace and redesign HVAC (air condition) system.	\$583,200
Mountain Creek Library	LIB	Major Maintenance	Structure	Roof replacement is needed. Standard patch repairs have been made but the roof is in need for roof replacement.	\$375,000
Mountain Creek Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
North Oak Cliff Library	LIB	Major Maintenance	Structure	Roof replacement is needed. Standard patch repairs have been made but the roof is in need for roof replacement.	\$500,000
North Oak Cliff Library	LIB	Major Maintenance	Mechanical	Replace boiler, VFDs, pumps and AHU (new boiler, chiller, 1 air handler, 11 fob boxes)	\$560,000
Oak Lawn Library	LIB	Major Maintenance	Electrical	Facility needs new outdoor inground lighting upgrade, including Electrical corrections.	\$50,000
Oak Lawn Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Oak Lawn Library	LIB	Major Maintenance	Mechanical	Replace HVAC systems and controls (Jace, sensors, etc.)	\$300,000



Appendix: Major Maintenance Details



Facility Name	Dept.	Project Type	System Type	Description	Estimates
Park Forest Library	LIB	Major Maintenance	Electrical	Electrical Upgrades, including additional interior outlets. Needs new electrical panels and indoor lighting upgrades.	\$100,000
Park Forest Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Paul Laurence Dunbar Lancaster - Kiest Library	LIB	Major Maintenance	Electrical	Includes Electrical corrections	\$100,000
Preston Royal Library	LIB	Major Maintenance	Mechanical	HVAC Replacement; Replace boiler; Replace AHU and (5) VAV boxes; integrate controls	\$550,000
Preston Royal Library	LIB	Major Maintenance	Electrical	Electrical Upgrades, including additional interior outlets. Includes replacement of electrical panels.	\$75,000
Renner Frankford Library	LIB	Major Maintenance	Electrical	Electrical Upgrades, including additional interior outlets. Needs new outside pole lights.	\$80,000
Renner Frankford Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Skillman Southwestern Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
Skyline Library	LIB	Major Maintenance	Exterior Renovation	Major repair of 8 skylights	\$600,000
Skyline Library	LIB	Rehabilitation	Interior Renovation	Upgrade public restrooms and make it ADA compliant	\$200,000
					\$14,686,851



Appendix: Past Bond Allocations

Proposition	2003	2006	2012	2017	Grand Total
City Facilities	\$52,580,000	\$42,695,000		\$18,157,000	\$113,432,000
Cultural facilities	\$28,910,000	\$60,855,000		\$14,235,000	\$104,000,000
Economic Development	\$9,200,000	\$70,680,000	\$55,000,000	\$41,300,000	\$176,180,000
Fair Park				\$50,000,000	\$50,000,000
Homelessness	\$3,000,000			\$20,000,000	\$23,000,000
Housing	\$3,030,000	\$1,500,000		\$14,100,000	\$18,630,000
Library Facilities	\$55,525,000	\$46,200,000		\$15,589,000	\$117,314,000
Parks	\$100,520,000	\$343,230,000		\$261,807,000	\$705,557,000
Public Safety	\$43,220,000	\$63,625,000		\$32,081,000	\$138,926,000
Flood & Drainage	\$16,435,000	\$334,215,000	\$326,375,000	\$48,750,000	\$725,775,000
Streets & Transportation	\$266,860,000	\$390,420,000	\$260,625,000	\$533,981,000	\$1,451,886,000
Grand Total	\$579,280,000	\$1,353,420,000	\$642,000,000	\$1,050,000,000	\$3,624,700,000





City of Dallas

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

Agenda Information Sheet

File #: 23-1635

Item #: D.

Dallas Animal Services Performance Metrics and Resident Engagement Procedures
[MeLissa Webber, Director, Dallas Animal Services; Paul Ramon, Assistant Director, Dallas Animal Services]



City of Dallas

Dallas Animal Services

**Performance Metrics & Resident
Engagement Procedures
June 12, 2023**

MeLissa Webber, Director
Dallas Animal Services
City of Dallas

DAS Principles



Public Safety

To prioritize public safety in all actions and decisions.



Compassion

To lead with compassion and empathy in all interactions and decisions regarding humans and animals.



No Shortcuts

To always do what is right and best for Dallas pets and people, not what is easiest.



BE DALLAS90.
PUBLIC SAFETY • COMPASSION • NO SHORTCUTS

DAS Staffing Update



Assistant Director
Mary Martin



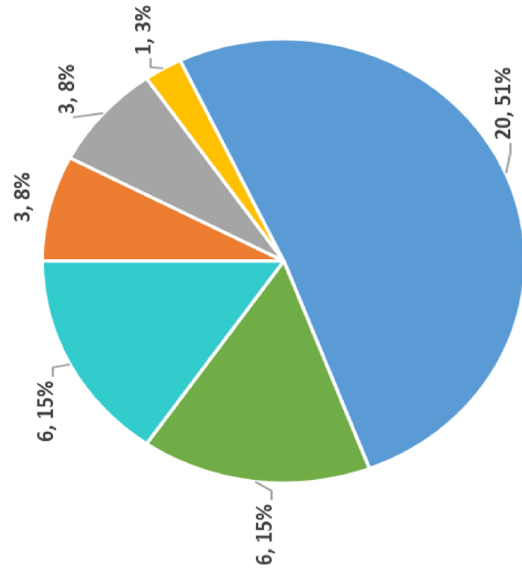
Assistant General Manager
Summer Dolder



DAS Staffing Update



Staff Vacancies by Unit



■ 2396 HART ■ 2397 COMM. OUTREACH ■ 3476 ADMIN ■ 3572 ARR ■ 3573 FIELD ■ 3574 SHELTER ■ 3575 MEDICAL

• Efforts to improve recruiting:

- Job Fairs
- ASO Hiring Incentives
- Higher COD minimum wage
- Equitable rate for temp staff

• Efforts to improve retention:

- ASO RTO/RTH quarterly bonus
- Additional internal data and operational discussions
- Increased training opportunities for Supervisors and Managers
- Increased attendance to Leader of the Pack discussions
- Interim assignment and leadership development opportunities
- Conflict management and de-escalation



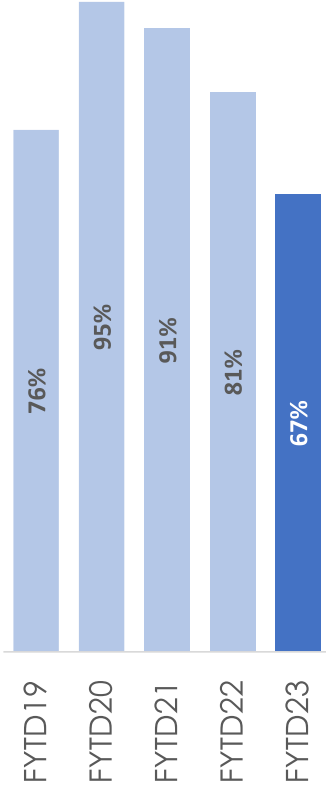
*Vacancy data reflects openings as of 6/16/23. Number indicates total unit vacancies; percentage represents unit vacancy rate.

FY23 Dashboard of Performance

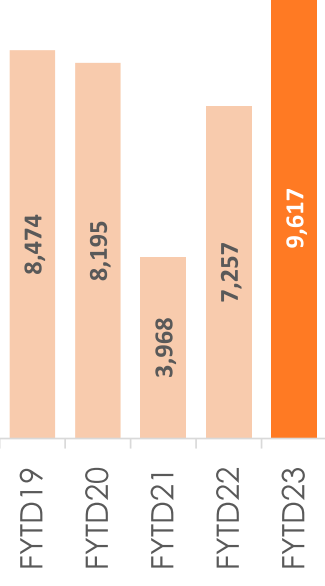


Field Activities

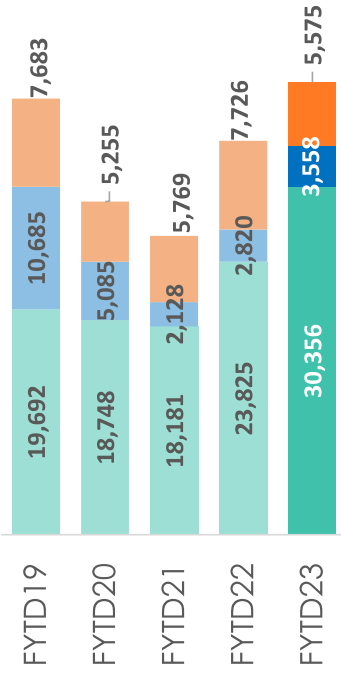
Service Request Timely Response Rate



Loose & Loose Owned Service Requests



Service Request Type



External Proactive Follow Up

Data reflective of FY23 Q2.

Loose Dog Population

- In February of 2023, a council memo was published outlining the reductions in the Southern Dallas loose dog population.
- The memo detailed the results of a six-year project, the Spay Neuter Surge.
- A follow-up report found a **58% decrease in loose** dogs in Southern Dallas in 2022 compared to 2016.
- DAS remains committed to addressing loose dogs and public safety in Dallas and is seeking funding for spay/neuter services.
- DAS will launch an RFP for the Southern Dallas Village Fair property to provide expanded, high-quality, reduced-cost veterinary offerings that meet the community's evolving needs.

Memorandum

DATE: January 31, 2023

TO: Honorable Mayor and Members of the City Council

SUBJECT: Update on State of Southern Dallas Loose Dog Population

Dallas Animal Services (DAS) has received an overview of a new report by the privately funded Southern Dallas Spay Neuter Surge outlining reductions in the Southern Dallas loose dog population. The Spay Neuter Surge ended in October 2022 after offering sustained outreach, marketing, free spay neuter surgeries and community events in conjunction with SPCA of Texas and Spay Neuter Network for nearly six years.

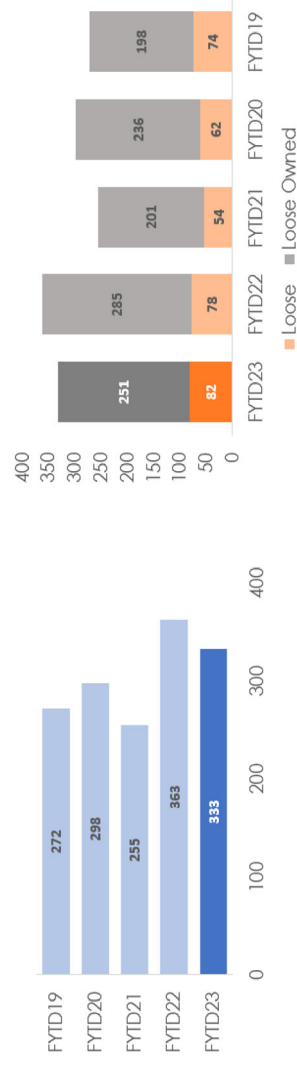


CITY OF DALLAS

FY23 Dallas 365 Performance Measures

✓ Maintain Loose & Loose Owned Dog Bites

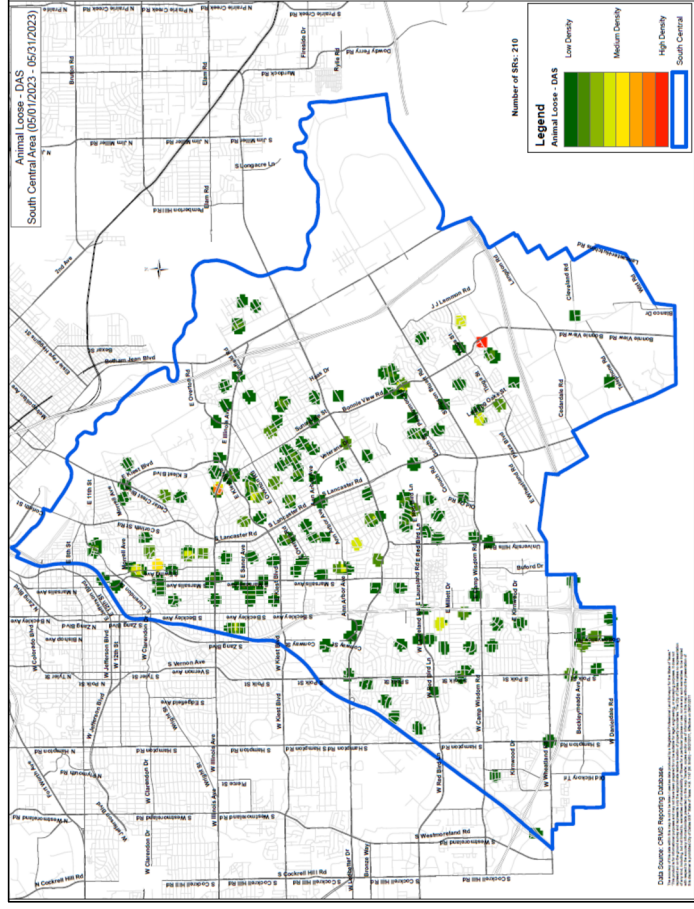
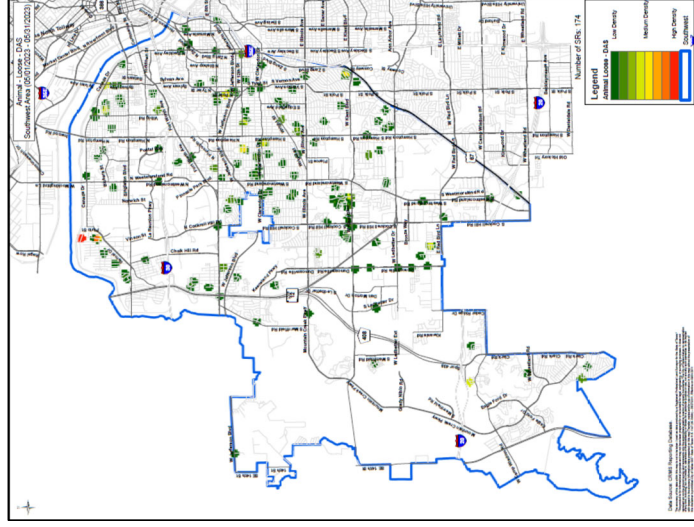
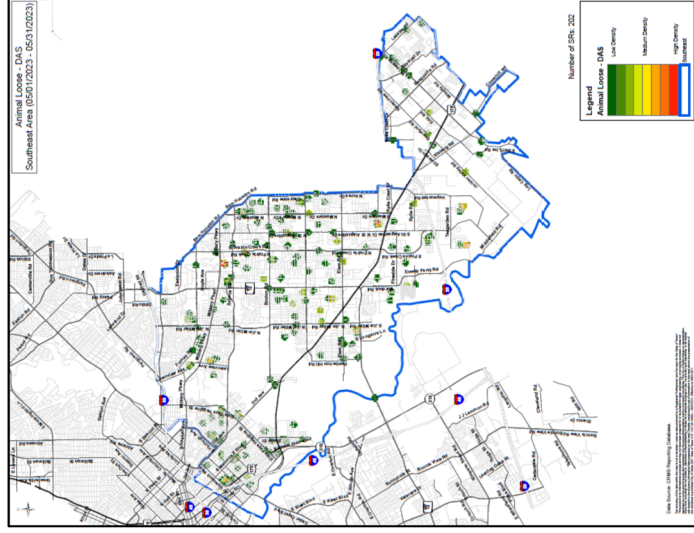
FYTD23 **-8%** GOAL **+0%**



Data reflective of FY23 Q2.



Heat Maps



- Heat Mapping refers to zones within a centralized area where Service Requests are received for loose, non-aggressive animals
- Animal Loose Service Requests go through Heat Mapping
- If the animal is not aggressive, or in immediate danger, Service Requests are closed out for Heat Mapping, allowing for better allocation of resources
- High density areas for each heat map are where DAS focuses proactive patrols and education



Response Times



- DAS will respond to all calls for service regarding the health and safety of the citizens and animals residing in the City of Dallas.
- Animal Services hours of Field Operations is 24 hours a day, 7 days a week.

Animal response calls are divided into eight priority levels, worked by Call Type and Sub Type by both DAS and 311.

- If an ASO cannot contact the resident to notify them of the outcome of their Service Request (SR) but has access to a working voicemail, they will leave a voicemail.

Subtype	Description	Priority	Response Goal	Notes	ERT	SLA	SF SLA
ANIMAL	Dog Attacking Animal	1	1 hr	Dog Attacking a Domestic Animal or Livestock in Progress DO NOT CONTACT 911	1-4 hrs	1 day	1 Calendar Day
HUMAN	Attack in Progress	1	1 hr	Animal Attack in progress to a Human or Human attacking Animal. Dispatched Directly to DPD (911)	1-4 hrs	1 day	1 Calendar Day
HIGHRISK	Loose Aggressive -High Risk	1	1 hr	Loose Aggressive with Children Present at school.	1-4 hrs	1 day	1 Calendar Day
PACK	Aggressive Pack Activity	3	4 hrs	Two or more dogs acting together as an aggressive pack.	1-4 hrs	1 day	1 Calendar Day
LOOSE	Loose Aggressive	4	6 hrs	Loose Aggressive Dog	1-4 hrs	1 day	1 Calendar Day
NOT CONTINUED	Bite-Not Contained	3	4 hrs	Bite ANIMAL/BITE	4-12 hrs	1 day	1 Calendar Day
CONTAINED	Bite-Contained	3	4 hrs	Bite Animal & Contained	4-12 hrs	1 day	1 Calendar Day
RABIES SPC PU	Rabies Specimen Pickup	5	12 hrs	Specimen Ready for Pickup at a Veterinary Clinic	4-12 hrs	1 day	1 Calendar Day
TRUCK DNGR	Bed of Truck Overlap	2	2 hrs	Immediate Threat to the Animals Life	2-12 hrs	1 day	1 Calendar Day
DRAIN DNGR	Drains/Pipes/Culverts	2	2 hrs	Immediate Threat to the Animals Life	2-12 hrs	1 day	1 Calendar Day
TRAP A WTR	In a Trap-Danger	2	2 hrs	Domestic Animal in a Trap with no Protection from the elements or no Water	2-12 hrs	1 day	1 Calendar Day
VEHICLE	Inside Vehicle	2	2 hrs	Animals Left Alone inside a vehicle	2-12 hrs	1 day	1 Calendar Day
RAB VECTR	Rabies vector Species	3	4 hrs	Animals in Living Quarters (cats, coyotes, foxes, raccoons, and	2-12 hrs	1 day	1 Calendar Day
TRACK	Bed of a Truck	5	12 hrs	No Immediate Threat	2-12 hrs	1 day	1 Calendar Day
DRAIN	Drains/Pipes/Culverts	5	12 hrs	No Immediate Threat	2-12 hrs	1 day	1 Calendar Day
TRAP	In a Trap-Domestic Animal	5	12 hrs	Domestic Animal in a trap.	2-12 hrs	1 day	1 Calendar Day
YARD	Stray	5	12 hrs	In Home, Fenced Backyard or tethered on public property	2-12 hrs	1 day	1 Calendar Day
OWNER	Owner Surrender	6	24 hrs	Property	N/A	N/A	Not in Saliferforce
CRUELTY	Animal Cruelty	N/A	N/A	DAS USE ONLY FOR PROACTIVE CALLS	N/A	N/A	Not in Saliferforce
CRITICAL	Critical	2	2 hrs	Violence Committed Against the Animal. Dispatched Directly to DPD (911)	N/A	N/A	Not in Saliferforce
WEATHER	Weather Check-Weather	2	2 hrs	Immediate Threat of Loss of Life. Includes Wildlife	2-4 hrs	1 day	1 Calendar Day
SICK/INJ	Sick or injured	4	6 hrs	Advisory issued by authorities. Includes Wildlife.	2-4 hrs	1 day	1 Calendar Day
SAFETY	Safety Obstruction on Roadway	1	1 hr	Loose ANIMAL/Loose ANIMAL Causing a Safety Hazard on the Roadway. Dog, Cat, Small Farm Animal. (Horse, Cow and Donkey are dispatched to the Sheriff's Department)	1-24 hrs	2 days	2 Calendar Days
OWNED	Loose Owned	6	24 hrs	Healthy Non-aggressive loose animal with known owner. Call for animal response MASO ONLY. (Horse, Cow and Donkey are Dispatched to the Sheriff's Department)	1-24 hrs	2 days	2 Calendar Days
STRAY	Loose Stray	8	24 hrs	Healthy Non-aggressive Loose Animal with Unknown Owner. Call for animal response MASO ONLY. (Horse, Cow and Donkey are Dispatched to the Sheriff's Department)	1-24 hrs	2 days	2 Calendar Days
WELFARECHK	Welfare Check	6	24 hrs	Welfare Check	24-72 hrs	5 days	5 Calendar Days
NOISE	Barking/Neisy	8	72 hrs	Owned Animals. Including but not limited to No food, No Water, Shelter, Enclosure, and Compliance.	24-72 hrs	5 days	5 Calendar Days
MICROCHIP	Microchip	8	72 hrs	No Microchip, Dog or Cat	24-72 hrs	5 days	5 Calendar Days
FET LIMIT	Fet Limit	8	72 hrs	Too Many Animals in Living Space	24-72 hrs	5 days	5 Calendar Days
POOP SCOOP	Pooper Scooper	8	72 hrs	Not Picking up Animals Waste.	24-72 hrs	5 days	5 Calendar Days
BOOSTER	Booster	8	72 hrs	Illegal Booster	24-72 hrs	5 days	5 Calendar Days
SPAY/NEUT	Spay/Neuter	8	72 hrs	Dog or Cat not spayed or Neutered	24-72 hrs	5 days	5 Calendar Days
TEPPER	Tepper	8	72 hrs	Animal Teppered	24-72 hrs	5 days	5 Calendar Days
SPAY/NEUT	Spay/Neuter	8	72 hrs	Animal Spayed or Neutered	24-72 hrs	5 days	5 Calendar Days
VACCINE	Vaccine	8	72 hrs	No Rabies Vaccine. (Dog, Cat or Ferret)	24-72 hrs	5 days	5 Calendar Days

Subtype	Description	Priority	Response Goal	Notes	ERT	SLA	SALESFORCE SLA
DPD EMERG	DPD Emergency	1	1 hr	Police Assist	1-24 hrs	2 days	2 Calendar Days
OTH LAW E	Other Emergency	1	1 hr	Emergency Response to DPD request. Bite, Aggressive Dogs, Critical, Safety Obstructions, or requests of assistance with unknown details.	1-24 hrs	2 days	2 Calendar Days
ASO	ASO Back up	2	3 hrs	Emergency Response (Sheriff, Marshall, etc.) Bites, Aggressive Dogs, Critical, Safety Obstructions, or requests of assistance with unknown details.	1-24 hrs	2 days	2 Calendar Days
DPD URGENT	DPD Urgent	3	4 hrs	ASO Back up from another ASO	1-24 hrs	2 days	2 Calendar Days
FIRE	Fire Urgent	3	4 hrs	Non-emergency requests of animals to be removed from the scene (arrests, homicides, suicides, car accidents, etc.) Loose Animals (Not Aggressive)	1-24 hrs	2 days	2 Calendar Days
OTH LAW U	Other Urgent	3	4 hrs	Non-emergency requests of animals to be removed from the scene by other law enforcement agencies (arrests, homicides, suicides, car accidents, etc.) (Suspected Animal Cruelty (SAC), Loose Animals (Not Aggressive))	1-24 hrs	2 days	2 Calendar Days
DPD	DPD Non-Urgent	6	24 hrs	Requests of animals to be removed from the scene that are not urgent. (Pre-scheduled warrants, etc.)	1-24 hrs	2 days	2 Calendar Days
OTHER LAW	Other Non-Urgent	6	24 hrs	Requests of animals to be removed from the scene that are not urgent. (Pre-scheduled warrants, etc.) (Sheriff, Marshall, etc.) (Suspected Animal Cruelty (SAC), Loose Animals (Not Aggressive))	1-24 hrs	2 days	2 Calendar Days
OWNED	Owned Animal	5	12 hrs	Dead Animal Pickup (Coming Soon)	12-24 hrs	2 days	2 Calendar Days
UNOWNED	Unowned Animal	6	24 hrs	Unowned Animal or Wildlife. Not a Pet.	12-24 hrs	2 days	2 Calendar Days
ADULT	Adult	N/A	N/A	Wildlife	N/A	N/A	N/A
ADULT	Adult	N/A	N/A	Wildlife	N/A	N/A	N/A
BUSINESS	Business	N/A	N/A	Animals in a Trip	N/A	N/A	N/A
CHIMNEY	Chimney	N/A	N/A	In the care of a Home	N/A	N/A	N/A
GARAGE	Garage	N/A	N/A	In a phase of business.	N/A	N/A	N/A
IN HOUSE	House	N/A	N/A	In a Garage of a Home.	N/A	N/A	N/A
BLOD NEST	Nests on a Building	N/A	N/A	In the interior of a Home.	N/A	N/A	N/A
SHED POOL	Shed or in a Trip	N/A	N/A	Nest on a building.	N/A	N/A	N/A
SHED POOL	Shedding Pool	N/A	N/A	Loose or in a Trip	N/A	N/A	N/A
TRAP	Trap	N/A	N/A	Wildlife in a trap.	N/A	N/A	N/A
UNDERHOUSE	Under House	N/A	N/A	Wildlife in a trap.	N/A	N/A	N/A
Follow-ups	Bite Follow-up	6	24 hrs	Under a private residence.	N/A	N/A	N/A
	Welfare Check Follow-up	7	30 days		N/A	N/A	N/A
	Creation Follow-up	7	30 days		N/A	N/A	N/A
	1 Location Notice Follow-up	7	30 days		N/A	N/A	N/A

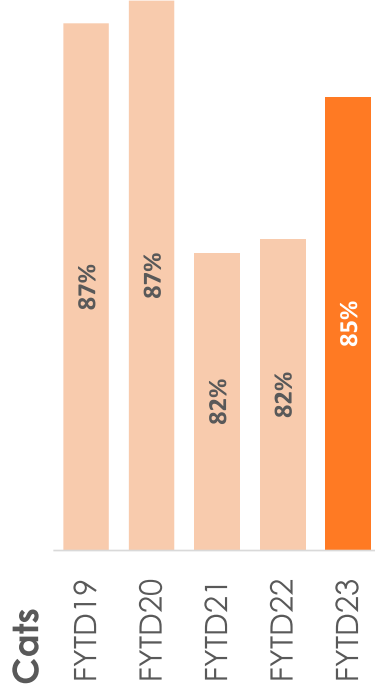
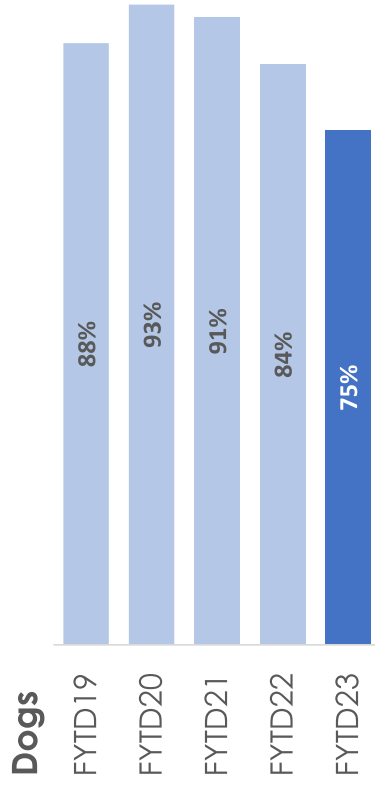
Level Number	Response Goal
1	1 hr
2	2 hrs
3	4 hrs
4	6 hrs
5	12 hrs
6	24 hrs
7	10 days
8	72 hrs



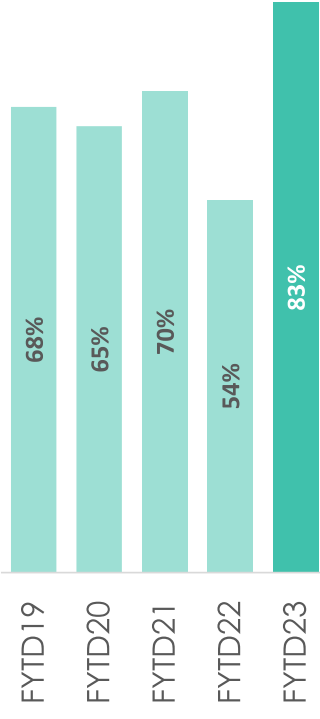
FY23 Dashboard of Performance



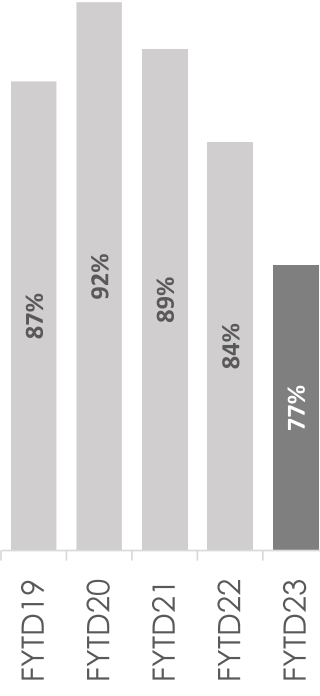
Live Release Rate



Neonatal Kittens



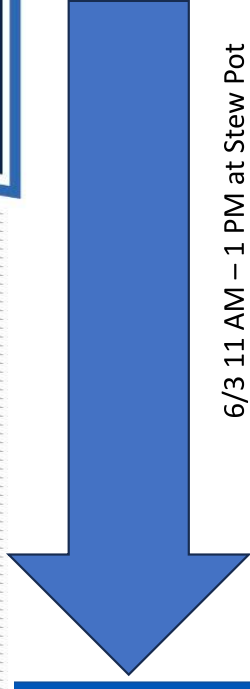
Dogs and Cats



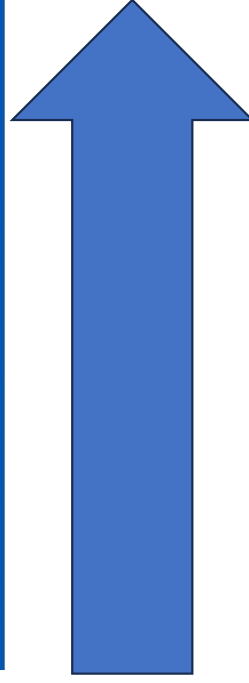
Live Release Rate of cat consists of Adult cats, kittens and neonates.

Lost Pets and Low-Cost Services

- For abandoned, lost pets, DAS partners with 311 to ensure calls are coded correctly.
- DAS intakes all lost pets.
- Owner surrender pets are by appointment unless the need is urgent.
- DAS promotes Trap-Neuter-Release/Spay-Neuter-release (TNR/SNR), partnering with agencies like Spay Neuter Network (SNN) to provide low-cost services on feral cats and free vaccine clinics for pets.
- DAS is currently working on creating a Community Cat program.



6/3 11 AM – 1 PM at Stew Pot
6/13 9 AM – 11 AM at Pleasant Grove
6/17 8:30 AM - 10:30 AM at DAS



5/17 Dallas Animal Services 6 PM – 8 PM
5/24 Dallas Animal Services 6 PM – 8 PM

SPAY NEUTER NETWORK
Dallas Animal Services
Free Pet Vaccines
Dallas Animal Services
1818 North Westmoreland Road
6 pm - 8 pm
#BeDallas90



Dangerous & Aggressive Dogs





Aggressive & Dangerous Dogs



Aggressive Dogs
According to Chapter 7 of the Dallas City Code, a dog is considered aggressive on any occasion, while not leashed, restrained, killed or injured a legally restrained domestic animal or livestock.

Dangerous Dogs
According to Chapter 822 of the Texas Health and Safety Code a Dangerous Dog is a dog that:

- Has provoked attacks a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own
- OR
- Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.

City of Dallas

Dangerous Dog Team
1818 North Westmoreland Road
Dallas, TX 75212
Phone: (214) 670-8380
Fax: (214) 243-1853
Email: DASPS@cityofdallas.org

Owners of Dogs That Have Been Determined Aggressive or Dangerous Must...

- 1 **Spay or neuter** an unsterilized Aggressive or Dangerous Dog.
- 2 **Register** the Aggressive or Dangerous Dog and pay a registration fee of \$250. Renew registration (\$50) annually.
- 3 **Restrain** the Aggressive or Dangerous Dog at all times either on a leash in the immediate control of a person or in a secure enclosure.
- 4 **Obtain liability insurance coverage** or show financial responsibility in an amount of at least \$100,000 to cover damages resulting from an attack by the Aggressive or Dangerous Dog. The Aggressive or Dangerous Dog registration tag securely attached.
- 5 **Place and maintain** on the Aggressive or Dangerous Dog a collar or harness with identification tags that include the Aggressive Dog registration tag securely attached.
- 6 **Have** the Aggressive or Dangerous Dog implanted with a microchip.
- 7 **Post** the required sign at each entrance to an enclosure in which the Aggressive or Dangerous Dog is confined.
- 8 **Have** the Aggressive or Dangerous Dog securely muzzled when it is taken out of an enclosure to prevent the dog from biting another person or animal.

FY20-21 #9
DAS-PIB-202 Effective Date 1/17/2021 Rev 4
(To read the law in full, visit bit.ly/petlawdallas)

Report an Aggressive or Dangerous Dog

- Complete an **Aggressive Dog or Dangerous Dog Affidavit**.
- Have the affidavit notarized. Please contact DASPSupport@dallascityhall.com if you need notary assistance.
- Return the affidavit to Dallas Animal Services (Attorneys: Dangerous Dog Team) as soon as possible.

Upon the receipt of your sworn, written affidavit an investigation will be conducted to determine if the dog is aggressive or dangerous.


At the conclusion of the investigation, one of the following dispositions will be rendered:

- determine that the dog is not an Aggressive or Dangerous Dog and that the dog will be released back to the owner.
- determine that the dog is an Aggressive or Dangerous Dog and that the dog will be released with the requirements for owning an Aggressive or Dangerous Dog.

Once the requirements are met, Dallas Animal Services will conduct a site visit of the property and review the paperwork provided to confirm that the owner is in compliance.

To view requirements for Aggressive Dog owners, visit bit.ly/aggressivedogreq.

To view requirements for Dangerous Dog owners, visit bit.ly/dangerousdogreq.



YOU can Help Prevent Dog Bites

- If you own a dog, keep it securely confined on your property so *that it cannot escape*.
- Anytime your dog is outside of your property, it must be on a leash.
- Spay/neuter your dog. For information on free and low-cost spay/neuter resources, please call (214) 674-8248 or visit spaywater.net.org.
- Never leave a child unsupervised with a dog.
- Never approach a dog that you don't know, no matter how nice or friendly it looks.
- If you encounter a strange dog, do not run! A dog's natural instinct is to chase and catch. If you see a dog, do not run. Instead, try to check you, instead slowly back away from the dog and avoid making eye contact.
- Socialize your dog with different people, places, and other dogs.
- Take your dog to a licensed veterinarian to keep your dog up to date on rabies and other vaccines, which is required by law. For more information about low-cost vaccine clinics, visit bit.ly/dasasob.org.

To Report an Animal Bite:
All animal bites and attacks must be reported immediately following these steps:

- For bites in progress, call 911 immediately.
- For bites, call 311 or 214-670-3111. You will need to provide:
 - Your name, address, and contact information (dog if known)
 - The name and address for the owner of the dog (if known)
 - Description of the dog, the breed or type of dog, and the details of the incident.

To File an Affidavit:

- Contact the Dangerous Dog Team at (214) 670-8380.
- Obtain an affidavit at bit.ly/dasps.org on the Aggressive & Dangerous Dogs page under Per Laws.
- Email DASPSupport@dallascityhall.com to make an appointment if you need assistance with a notary.

(To read the law in full, visit bit.ly/petlawdallas)

Owners of Dogs That Have Been Determined Aggressive or Dangerous Must...

- 1 **Spay or neuter** an unsterilized Aggressive or Dangerous Dog.
- 2 **Register** the Aggressive or Dangerous Dog and pay a registration fee of \$250. Renew registration (\$50) annually.
- 3 **Restrain** the Aggressive or Dangerous Dog at all times either on a leash in the immediate control of a person or in a secure enclosure.
- 4 **Obtain liability insurance coverage** or show financial responsibility in an amount of at least \$100,000 to cover damages resulting from an attack by the Aggressive or Dangerous Dog. The Aggressive or Dangerous Dog registration tag securely attached.
- 5 **Place and maintain** on the Aggressive or Dangerous Dog a collar or harness with identification tags that include the Aggressive Dog registration tag securely attached.
- 6 **Have** the Aggressive or Dangerous Dog implanted with a microchip.
- 7 **Post** the required sign at each entrance to an enclosure in which the Aggressive or Dangerous Dog is confined.
- 8 **Have** the Aggressive or Dangerous Dog securely muzzled when it is taken out of an enclosure to prevent the dog from biting another person or animal.

YOU can Help Prevent Dog Bites

- If you own a dog, keep it securely confined on your property so *that it cannot escape*.
- Anytime your dog is outside of your property, it must be on a leash.
- Spay/neuter your dog. For information on free and low-cost spay/neuter resources, please call (214) 674-8248 or visit spaywater.net.org.
- Never leave a child unsupervised with a dog.
- Never approach a dog that you don't know, no matter how nice or friendly it looks.
- If you encounter a strange dog, do not run! A dog's natural instinct is to chase and catch. If you see a dog, do not run. Instead, try to check you, instead slowly back away from the dog and avoid making eye contact.
- Socialize your dog with different people, places, and other dogs.
- Take your dog to a licensed veterinarian to keep your dog up to date on rabies and other vaccines, which is required by law. For more information about low-cost vaccine clinics, visit bit.ly/dasasob.org.

To Report an Animal Bite:
All animal bites and attacks must be reported immediately following these steps:

- For bites in progress, call 911 immediately.
- For bites, call 311 or 214-670-3111. You will need to provide:
 - Your name, address, and contact information (dog if known)
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- Email DASPSupport@dallascityhall.com to make an appointment if you need assistance with a notary.

(To read the law in full, visit bit.ly/petlawdallas)

Animal Service Officers (ASOs) always carry copies of Dangerous/Aggressive Dog packets with these affidavits in English and in Spanish.

- In Ch. 7 of the Dallas City Code, in accordance with State Health and Safety Code 822, Dangerous/Aggressive Dog:
 - a written statement (affidavit) must be signed and received with cause to proceed with the seizure, investigation, and determination process.
- Animal Service Officers (ASOs) always carry copies of Dangerous/Aggressive Dog packets with these affidavits in English and in Spanish.

• DAS notarizes these affidavits and makes the process barrier free.

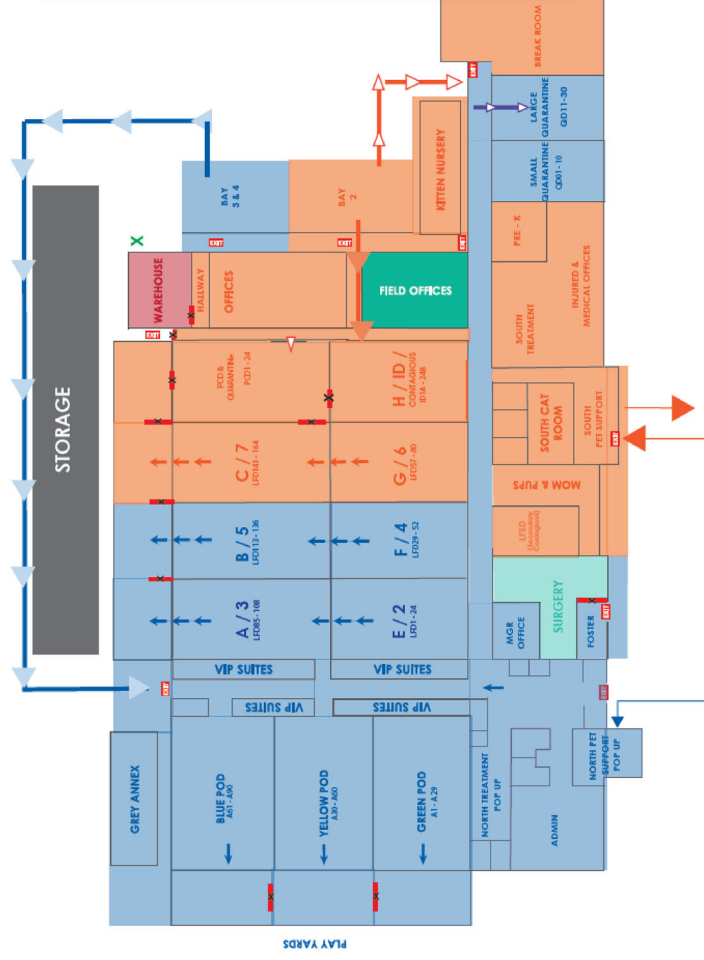
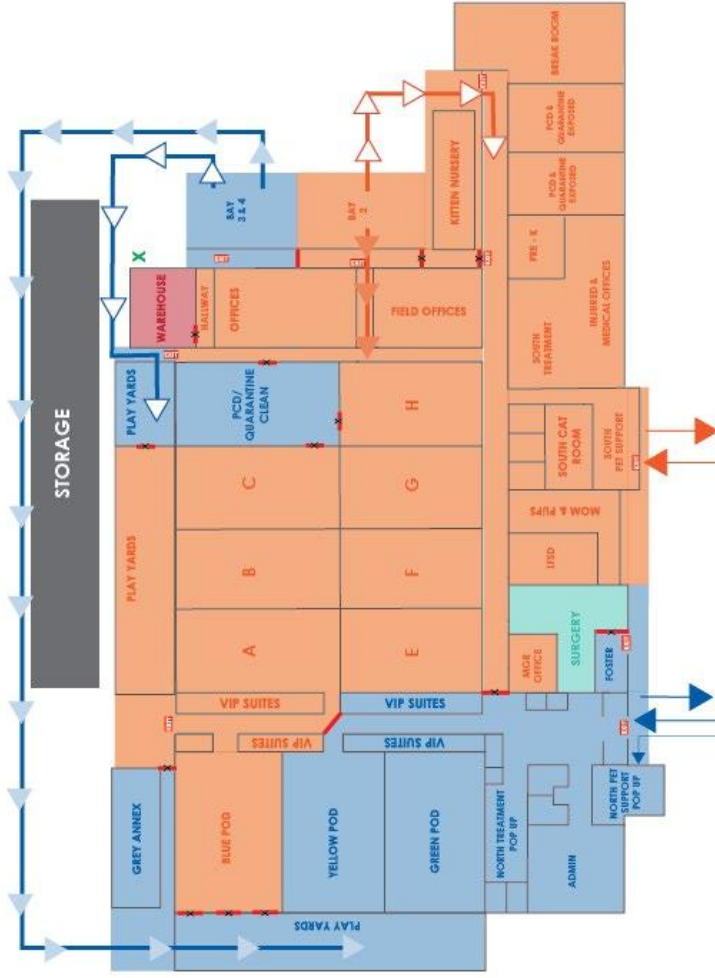
• If a resident chooses not to sign an affidavit, an ASO may only issue a citation. Officers cannot remove a pet without due process.



Overcoming Illness



Clean Break Progress: Map Progression



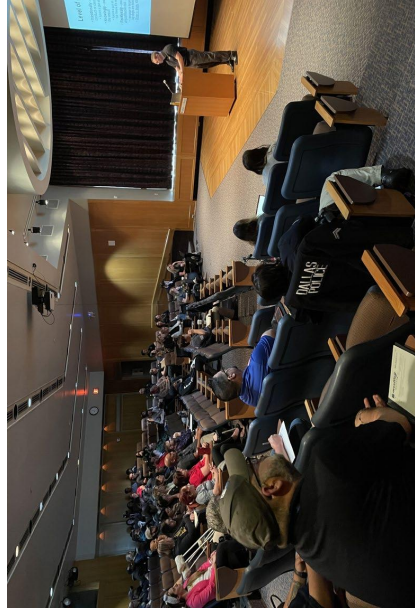
Changes to Cruelty Investigations



- In September of 2022, the Society for the Prevention of Cruelty to Animals (SPCA) of Texas officially stepped away from providing suspected animal cruelty support to the City of Dallas.

- DAS stepped in and worked closely with our DPD partner to ensure investigations could continue while a new operational plan was formulated.

- DAS provides veterinary support, care and transportation of suspected animal cruelty cases.

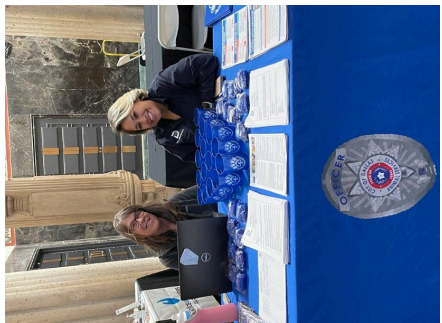
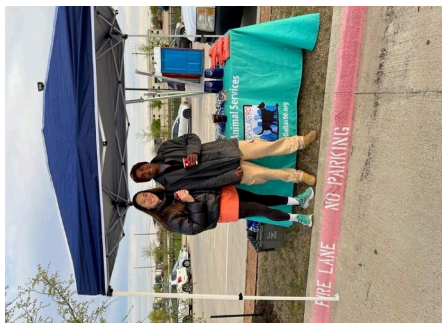


- A Memorandum of Understanding (MOU) was drafted to allow Operation Kindness (OPK) to assist with veterinary forensics, medical needs and testimony in support of DAS and DPD.

- DAS in partnership with DPD and OPK coordinated a suspected animal cruelty training in Mid-March, provided by the American Society for the Prevention of Cruelty to Animals (ASPCA).



Outreach, Education, & Community Events



Neighborhood Meetings

- D7 Colonial Neighborhood Association
- D4 Fruitdale Neighborhood Association
- D5 Traveling Town Hall
- D8 Kleberg Community Town Hall

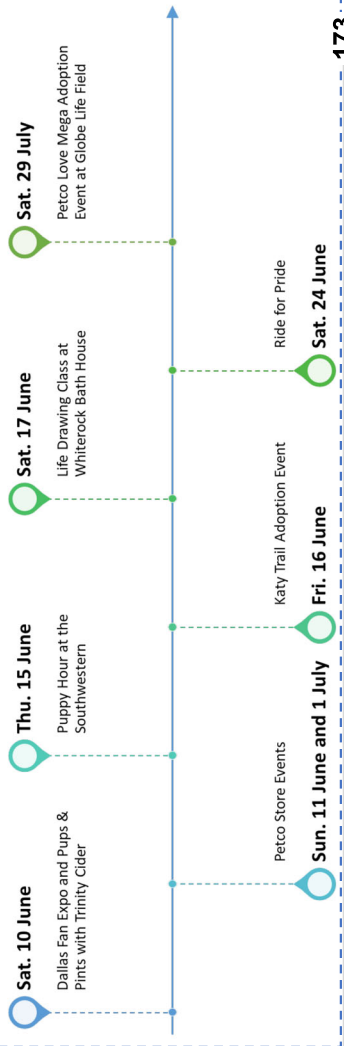
Adoption Events

- Samuel Farms
- Teen Driver Safety Fair with AAA Texas
- AT&T Family Weekends
- Hollywood Feed Adoption Events
- Turtle Creek Easter Event

Education

- School Career Days
- Career Fairs for Recruitment
- Touch of Truck Event

Upcoming Adoption Events



Ordinance Updates

- Implemented Recommendations to One Pagers:
 - **Spay/Neuter One Pager**
 - Defined requirements
 - Updated section on Breeder Permits
 - Defined Puppy Mills vs. Backyard Breeders
 - **Feeding Ordinance One Pager**
 - Added a Do's and Don'ts section related to feeding
 - Added section of content included in the proposed ordinance
 - **Ch. 7 Updates One Pager**
 - Changes to Adoption Fee verbiage
 - Advised removal of stray hold for kittens, puppies, and nursing mothers only
 - Added QR code for community cat programs
 - Includes terminology change and hold removal
 - Defined prohibited animals

Spay/Neuter Laws in Dallas
In accordance with Chapter 7 of the Dallas City Code, dogs and cats in the city of Dallas must be spayed or neutered.

Requirements

- Dogs and cats must be spayed or neutered by 6 months of age.
- Licensees, a competition dog with current certification
- The pet is covered under a breeding license
- The pet is a dog or cat that the dog or cat should not be spayed or neutered for health reasons or is permanently non-reproductive.

Breeder Permits

A separate permit is required for each dog or cat that the person keeps unspayed for breeding purposes. Pet owners can obtain a breeding permit if they meet the following requirements:

- The pet is spayed or neutered by 90 days of application
- The pet's owner or other person in charge of the pet is approved by the director, their maintenance and welfare, a code of ethics for breeding that includes restrictions on breeding dogs and cats with genetic defects and able to transmit genetic defects to their offspring
- Holds a license as required by Texas Occupations Code, §602.107 for each facility owned or operated in the state.

Pet owners may apply for a permit, which costs \$250 annually. Breeding permits expire within 1 year of the date of issuance. The pet for which the breeding license applies may only have ONE (1) litter within the permit year.

Puppy Mills

A puppy mill is a "factory farm" for dogs, where profit takes priority over the health, comfort, and welfare of the dogs. Even though more and more people are becoming aware of puppy mills, the U.S. still has thousands of puppy mills.

Many people don't realize that when they buy a dog from a pet store or the internet, that dog most likely came from a puppy mill. The puppy mill is a small cage, often in the minimum legal size for the dog, where the dog is kept for weeks or months and female dogs are bred to produce as many puppies as possible for the next year's pet stock.

Source: Best Friends Animal Society

Dallas Animal Services
Dallas Animal Services is proposing updates to Chapter 7 of the Dallas City Code. Here is what we are seeking to improve.

Adoption Fees

The director may designate and advertise promotional adoptable periods during which the non-refundable adoption fees payable under Subsection (a) will be reduced or waived. Reduced or free adoption fees help drive adoptions, improve equity in pet ownership, and remove barriers to adoption so that Dallas Animal Services can save more lives.

Removal of Hold Period for Some Animals

Kittens, nursing litters, mothers of nursing litters, community cats, and published animals impounded in the city's shelter immediately become the sole property of the city and are subject to disposition as the director deems appropriate.

This change to the City Code will remove the required holding period for litters, puppies, and mothers of nursing litters so that Dallas Animal Services can work immediately upon intake to find placement for these animals. Neonatal kits and litters thrive best outside of a shelter environment and the sooner DASS can remove them to a foster or rescue, the better.

Removing the hold period for community cats will streamline the process for adoption and reduce the number of animals that are euthanized. Dallas Animal Services can provide enhanced community cat services to the community.

Scan the QR code or visit bit.ly/dass20.org to learn more about community cats in Dallas.

Prohibited animals, which include, wolves, coyotes, reptiles and other dangerous or at-risk wild species, will also have their hold period removed. This will allow Dallas Animal Services to find immediate placement with licensed veterinarians, a peace officer, or a person employed by the city. It is in the best interest for public safety and the welfare of these animals to get them into the best environment for them as soon as possible.

Dallas Animal Services
Dallas Animal Services needs YOUR help to #KeepWildWild! Our new feeding ordinance will help us protect our wildlife from ingesting improper food AND keep our communities safe from predators like coyotes!

New Feeding Ordinance Do's and Don'ts

DO clean up food for community cats or personal pets within a reasonable time frame.
DO clean up spilled seed from around bird feeders.
DO enjoy the view of our beautiful parks and wildlife that share them.
DO signify cover your trash cans and put them out the morning of collection.
DO enclose or cover compost piles to protect them from wildlife.

DO NOT leave food out all day and night for your pet.
DO NOT use lawn bait, gridded bird seed or other debris that attracts wildlife to collect in your yard.
DO NOT leave ducts, pipes or other waterfowl feeders open to the elements.
DO NOT leave compost piles vulnerable to wildlife and never put meat, fish or dairy products in your compost.

Content of the Proposed Ordinance
Learn more about coyotes.

(b) A person commits an offense if he/she intentionally feeds or makes food available for animal consumption to any animal(s) in a manner that:

1. Creates a danger to public health or safety;
2. Causes more than ten adult animals to congregate in one location at the same time; or
4. Attracts, habituates, or socializes wild animals to humans

(c) Community cat colonies established with the City of Dallas, provided they are following Dallas Animal Services' guidelines and best practices

1. Wild bird feeders filled in accordance with the manufacturer's property, overflowing bird feeders may be in violation of this ordinance
3. It is a reference to prosecution under Subsection (e) that the person is a licensed veterinarian, a peace officer, or a person employed by the city pursuant to a lawfully authorized program to manage animal populations and who is acting within the scope of the person's duties and authority.

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Recent Events



FY23 Post Q2 and Pre Q3 Events:

- ✓ Critical Positions Filled
- ✓ Updated language definitions in Ch. 7 Animals
- ✓ DAS Strategic Plan
- ✓ DAS Master Plan Presentation to Capital Bond Task Force Commission
- ✓ Working urgently to get exposure for animals

Operational and Systemic Interruptions:

- Fact Sheets
- Real Time Info on our BeDallas90.org Website
- No Open Portal Data
- Interface Issues between Salesforce and Chameleon
- Intake limited to emergency only until resumption of normal operating procedures on 5/18





APPENDIX



Southern Dallas Loose Dog Population Memo



Memorandum

DATE: January 31, 2023
 TO: Honorable Mayor and Members of the City Council
 SUBJECT: Update on State of Southern Dallas Loose Dog Population



CITY OF DALLAS

Dallas Animal Services (DAS) has received an overview of a new report by the privately funded Southern Dallas Spay Neuter Surge outlining reductions in the Southern Dallas loose dog population. The Spay Neuter Surge ended in October 2022 after offering sustained outreach, marketing, free spay/neuter surgeries and community events in conjunction with SPCA of Texas and Spay Neuter Network for nearly six years.

Measuring progress since the seminal 2016 Boston Consulting Group (BCG) report on the state of loose dogs in Southern Dallas, the Jan Rees-Jones Foundation funded a follow up report in 2022 with I&J Management. The report determined that the Spay Neuter Surge and improved field operations by DAS resulted in a 58% decrease in loose dogs in Southern Dallas in 2022 than in 2016.

The Spay Neuter Surge, a public-private collaboration, ended in October 2022 after providing free spay/neuter services to City of Dallas animals in 23 zip codes in conjunction with SPCA of Texas and Spay Neuter Network for nearly six years. Over its duration, 68,000 dogs were altered and provided core vaccinations and microchips. Since becoming its own department in 2017, DAS has transformed operations by restructuring the Field unit, emphasizing on lost pet return to owner, and launching innovative programs like the Fix It Ticket Program. This program allows Southern Dallas residents to have non-compliance citation fees waived if they come into compliance promptly. DAS is internally funding free spay/neuter, rabies vaccination, and microchipping services from SNN in the wake of the Surge to ensure that cost would not be a barrier to participation.

DAS is proud to report that fiscal year-to-date, loose and loose owned dog bites have dropped 20% compared to last year. Based on this trend, and the revelations of this report, DAS is optimistic that its efforts over the last six years have increased the safety of Southern Dallas residents.

DAS realizes there is still work to be done and we remain committed to addressing loose dogs and public safety in Southern Dallas, as well as the need to identify funding for spay/neuter services. DAS' upcoming RFP for the Southern Dallas Village Fair property is designed to provide Southern Dallas residents with an expanded scope of high-quality, reduced-cost veterinary offerings that addresses the evolving needs of the community.

DATE: Update on State of Southern Dallas Loose Dog Population
 SUBJECT: *Memo*

MeLissa Webber
 Director, Dallas Animal Services

T.C. Brackley, City Manager
 Chris Cook, City Attorney
 Mark Swann, City Auditor
 Blake Johnson, City Secretary
 Preston Robinson, Administrative Judge
 Kimberly Bizar Tolbert, Deputy City Manager
 Jon Folsom, Deputy City Manager

Miguel A. Al-Ghuly, Assistant City Manager
 M. Elizabeth (Liz) Castillo-Pereira, Assistant City Manager
 Dr. Robert Frenz, Assistant City Manager
 Carl Simpson, Assistant City Manager
 Jack Inwood, Chief Financial Officer
 Genesis D. Osorio, Chief of Staff to the City Manager
 Directors and Assistant Directors



Dangerous & Aggressive Dog Handouts



Owners of Dogs That Have Been Determined Aggressive or Dangerous Must...

- 1 Spay or neuter an unsterilized Aggressive or Dangerous Dog.
- 2 Register the Aggressive or Dangerous Dog and pay a registration fee of \$250. Renew registration (\$50) annually.
- 3 Restrain the Aggressive or Dangerous Dog at all times either on a leash in the immediate control of a person or in a secure enclosure.
- 4 Obtain liability insurance coverage or show financial responsibility in an amount of at least \$100,000 to cover damages resulting from an attack by the Aggressive or Dangerous Dog and provide proof of the required liability insurance coverage or financial responsibility to the Director.
- 5 Place and maintain on the Aggressive or Dangerous Dog a collar or harness with the current Aggressive or Dangerous Dog registration tag securely attached.
- 6 Have the Aggressive or Dangerous Dog implanted with a microchip.
- 7 Post the required sign at each entrance to the enclosure in which the Aggressive or Dangerous Dog is confined.
- 8 Have the Aggressive or Dangerous Dog securely muzzled when it is taken out of an enclosure to prevent the dog from biting another person or animal.

Aggressive & Dangerous Dogs

Aggressive Dogs
According to Chapter 7 of the Dallas City Code, an **Aggressive Dog** is a dog that on at least one occasion, while not legally restrained, killed or injured a legally restrained domestic animal or livestock.

Dangerous Dogs
According to Chapter 822 of the Texas Health and Safety Code a **Dangerous Dog** is a dog that:

- Makes an unprovoked attack on a person that causes bodily injury, and occurs in a place other than an enclosure in which the dog was being kept, and that was reasonably certain to prevent the dog from leaving the enclosure on its own

OR

- Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.



Report an Aggressive or Dangerous Dog

- ✓ Complete an **Aggressive Dog or Dangerous Dog Affidavit**.
- ✓ Have the affidavit notarized. Please contact DASpdsupport@dallascityhall.com if you need notary assistance.
- ✓ Return the affidavit to Dallas Animal Services (Attention: Dangerous Dog Team) as soon as possible.

Up on the receipt of your sworn, written affidavit an investigation will be conducted to determine if the dog is aggressive or dangerous.

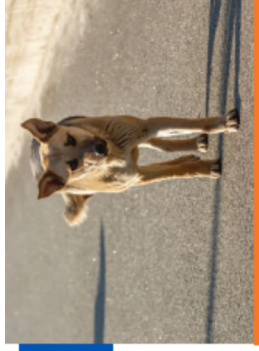
At the conclusion of the investigation, one of the following dispositions will be rendered:

- (1) Determine that the dog is not an Aggressive or Dangerous Dog, and if impounded, the dog will be released back to the owner.
- (2) Determine that the dog is an Aggressive or Dangerous Dog and order the owner to comply with the requirements for owning an Aggressive or Dangerous Dog.

Once the requirements are met, Dallas Animal Services will conduct a site visit of the property and review the paperwork provided to confirm that the owner is in compliance.

To view requirements for Aggressive Dog owners, visit bit.ly/agresivedogreq.

To view requirements for Dangerous Dog owners, visit bit.ly/dangerousdogreq.



To Report an Animal Bite:

All animal bites and attacks must be reported immediately following these steps:

- For attacks in progress, call 911 immediately.
- For bites, call 311 or 214-670-8380. You will need to provide:
 - Your name, address, and contact information
 - The name and address for the owner of the dog (if known)
 - Description of the dog, the breed or type of dog, and the details of the incident.

To File an Affidavit:

- Contact the Dangerous Dog Team at (214) 670-8380.
- Obtain an affidavit at Dallas90.org under Aggressive & Dangerous Dogs page under Pet Laws.
- Email DASpdsupport@dallascityhall.com to make an appointment if you need assistance with a notary.

YOU can Help Prevent Dog Bites

- If you own a dog, keep it securely confined on your property so that it cannot escape.
- Anytime your dog is outside of your property, it must be on a leash.
- Spay/neuter your dog. For information on free and low-cost spay/neuter resources, please call (214) 670-8248 or visit spca.org or spayoutbarnet.org.
- Never leave a child unattended with a dog.
- Never approach a dog that you don't know, no matter how nice or friendly it looks.
- If you encounter a strange dog, do not run! A dog's natural instinct is to chase and catch prey, if you run, you are encouraging the dog to chase you. Instead, slowly back away from the dog and avoid making eye contact.
- Socialize your dog with different people, places, and other dogs.
- Take your dog to a licensed veterinarian to keep its vaccines current including rabies vaccines, which is required by law. For more information about low-cost vaccine clinics, visit BeDallas90.org.

(To read the law in full, visit bit.ly/petlawsdallas)



Dangerous Dog Affidavit



DALLAS ANIMAL SERVICES DANGEROUS DOG AFFIDAVIT

I. Complainant/Victim Information

Name _____ DOB _____ Sex Male Female

Address _____ (City) _____ (State) _____ (Zip)

Phone Number (W) _____ (H) _____ (City) _____ (State) _____ (Zip)

Email Address _____ (Parent/Guardian Name (if Victim under 18) _____)

II. Accused Dog's Description

Breed _____ Sex Male Female

Height or Weight Yes No Size of Animal Small Medium Large Color and Markings _____

Name (if known) _____ (Note: If more than one dog involved in the incident, use multiple names)

III. Incident Location

Address _____

Date of Incident _____ Time of Incident _____

IV. Incident Details

Physical location where incident occurred (Be specific: i.e. where on premises) _____ (City) _____ (State) _____ (Zip)

Was the accused dog confined, restrained or in a secure enclosure at the time of the incident? Yes No Please explain _____

Did the accused dog come in contact with you? Yes No If yes, please explain _____

If the accused dog made physical contact with you, describe how the contact ended _____

Did you receive any injuries? No Yes If yes, please describe in detail any injuries you received _____

In addition, please attach address and any medical records which may be utilized to assist in the investigation of this incident.

If you did not receive any injuries, did the accused dog act in such a manner that you reasonably believed that the dog was going to attack you and cause bodily injury? Yes No If yes, please explain the incident in full detail _____

Was the incident with the accused dog repeated? Yes No Please explain _____

How did the incident end between you and the accused dog? _____

Did your animal provoke the accused dog in any way? Yes No Please explain _____

Was your animal confined or restrained at the time of the incident? Yes No Please explain _____

DALLAS ANIMAL SERVICES DANGEROUS DOG AFFIDAVIT

Did the accused dog make physical contact with your animal? Yes No If yes, please describe contact _____

If the accused dog made contact with your animal, describe how the contact ended _____

Did your animal receive any injuries? Yes No If yes, please describe in detail any injuries your animal received _____

In addition, please attach address and any medical records which may be utilized to assist in the investigation of this incident.

V. Witness/Victim Information

Please provide the following information for any witnesses who may have firsthand knowledge about the incident.

Name _____ Age _____ Sex Male Female

Address _____ (City) _____ (State) _____ (Zip)

Phone Number (W) _____ (H) _____ (City) _____ (State) _____ (Zip)

Name _____ Age _____ Sex Male Female

Address _____ (City) _____ (State) _____ (Zip)

Phone Number (W) _____ (H) _____ (City) _____ (State) _____ (Zip)

VI. Owner/Possible Owner of Accused Dog

Name _____

Address _____ (City) _____ (State) _____ (Zip)

Phone (W) _____ (City) _____ (State) _____ (Zip)

Phone (H) _____ (City) _____ (State) _____ (Zip)

How did you identify the owner/possible owner? _____

Signature _____ (Date) _____

I swear that the above information is true and correct to the best of my knowledge.

(Complainant/Victim)

(Parent or Guardian, if under 18)

SUBSCRIBED AND SWORN TO BEFORE ME by the said _____

On this _____ day of _____, 20____

My Commission Expires _____

PLEASE RETURN TO: _____ (Notary Public in and for the State of Texas)

Dangerous Dog Supervisor
1818 N. Westwood Rd.
Dallas, TX 75211
PH: 214-671-8300
DASdangerousdog@dallascityhall.com

