

Memorandum



CITY OF DALLAS

DATE August 28, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Continued Responses to Council Questions on the FY 2018-19 Proposed and FY 2019-20 Planned Budgets**

Thank you for your questions regarding the City Manager's recommended budget. Due to the number of questions, we will provide answers on a rolling basis.

A. Public Safety

1. *Have we looked at alternative lease back programs to purchase apparatus for Dallas Fire-Rescue?*

Dallas Fire-Rescue has engaged with the existing apparatus provider to better understand the costs, details, and pros and cons of such a program for the department.

2. *Please provide an update on City security guard pay and the cost for an additional one percent across-the-board pay increase.*

The Human Resources (HR) compensation division evaluated security guard pay earlier this fiscal year. Although HR did not find current pay to be below current market levels, a modest adjustment was made to bring entry-level officer pay to \$16.10 per hour or provide a two percent increase to those making more than \$16.10 per hour. The cost for this was \$44,000, plus pension benefits.

Each additional one percent increase for existing staff, including pension, is \$36,000 for a full year.

3. *What is the estimated cost for training new officers?*

The cost to train a single police recruit in the academy is approximately \$16,000 per cadet. We will provide the estimated cost for fire cadet training in a subsequent memo.

B. Mobility Solutions, Infrastructure, and Sustainability

4. *How do we prioritize flood control projects, including erosion projects?*

The City identifies projects through 311 requests, flood studies, and system inspections. Staff then places projects on the needs inventory and ranks them using

technical criteria that include frequency and depth of flooding, number of homes or structures impacted by flooding, rate and severity of erosion, and other quantitative measures. Collaborating with residents, staff, and Council members to identify areas with the most need, staff completes projects based on the above ranking, consideration of projects citywide, and available funding.

5. *Regarding the consolidation of Trinity Watershed Management into Dallas Water Utilities, what savings were generated and how much transferred to DWU?*

The City realized approximately \$670,000 in savings from the elimination of positions through shared work responsibilities, which was mainly focused on enhancing services and creating better synergy. This savings will be used to provide better services, including pay-as-you-go capital project expenses such as design or construction overruns in projected major maintenance/capital improvements. The planned increase in FY 2019-20 will fund additional staff and contracts necessary to further neighborhood drainage activities.

C. Human and Social Needs

6. *What is the cost to open a secondary Animal Services (DAS) field office? What other options are available?*

DAS is investigating proposals for reducing the loose dog population, including proposals for an additional field location or a mobile command station that could visit locations for field operations and animal adoption opportunities. DAS recently explored an old fire station at 4114 Frank St. as a possible site, but after recent vandalism, repair costs tripled. The department will continue to evaluate all options and provide additional information to City management regarding future needs and opportunities and their associated costs.

D. Quality of Life

7. *Regarding the \$650,000 for Neighborhood Code Representatives (NCR), is that broken down by district? Please provide a map of districts served by each NCR.*

The \$650,000 enhancement for seven NCRs would place one additional NCR in each of the City's seven "service areas," to achieve the totals below:

1. Southeast (3)
2. South Central (3)
3. Southwest (2)
4. Central (2)

- 5. Northeast (2)
- 6. North Central (1)
- 7. Northwest (2)

These service areas are strictly geographically based and do overlap the 14 Council districts. The attached map identifies service areas and Council districts.

E. Government Performance and Financial Management

- 8. *How much would it cost to implement software for filing, reviewing, and posting ethics-related forms online?*

City Secretary Bilierae Johnson provided information regarding ethics recommendations via a separate memo today, August 28. The memo is attached here for reference.

- 9. *Regarding the \$75,000 for Public Affairs and Outreach (PAO) and Building Services to support City Council members at offsite meetings after regular business hours, please provide additional details about these meetings, including location, cost, requesting district, etc.*

The memo provided yesterday, August 27, contained errors for District 2, District 3, and District 9. Please refer to the table below for the corrected district information (in green), as well as updated totals.

Council District	PAO Staff	PAO Equipment	Building Services Staff	District Total
1	-	\$160	\$907	\$1,067
2	\$160	\$2,328.75	\$3,024	\$5,513
3	\$520	\$3,372.50	\$120	\$4,012
4	\$840	\$3,880	\$3,160	\$7,880
5	\$360	\$1,143	\$296	\$1,799
6	-	\$2,800	\$57	\$2,857
7	\$1,550	\$492	\$112	\$2,154
8	\$640	\$6,045	\$3,118	\$9,803
9	\$240	\$500	-	\$740
10	\$400	\$2,424	\$1,484	\$4,308
11	-	\$915	-	\$915
12	-	\$100	-	\$100
13	\$160	\$1,675	\$449	\$2,284
14	\$560	\$2,720	\$3,111	\$6,391
Mayor	-	-	\$2,757	\$2,757
MCC	-	-	\$60	\$60

Council District	PAO Staff	PAO Equipment	Building Services Staff	District Total
Total	\$5,430	\$28,555	\$18,655	\$52,640

10. What is the incremental increase in expenditures by strategic priority, and what are the primary drivers?

Strategic Priority	FY 2017-18 Adopted Budget	FY 2018-19 Proposed Budget	Variance from FY 2017-18
Public Safety	\$773,320,856	\$862,624,520	\$89,303,664
Drivers: The increase from FY 2017-18 is due mainly to capital improvements in the 2017 Bond Program and the reallocation of debt service. Additionally, DPD's and DFR's proposed and planned budgets address significant financial obligations and commitments previously made by the City, including Meet and Confer and the funding strategy for the Police and Fire Pension System.			
Mobility Solutions, Infrastructure, and Sustainability	\$1,513,907,445	\$1,768,297,044	\$254,389,599
Drivers: The increase from FY 2017-18 is due mainly to capital improvements in the 2017 Bond Program and the reallocation of debt service.			
Economic and Neighborhood Vitality	\$145,226,673	\$225,844,568	\$80,617,895
Drivers: The increase from FY 2017-18 is due to capital improvements from the 2017 Bond Program and the reallocation of debt service.			
Human and Social Needs	\$17,980,297	\$20,044,281	\$2,063,984
Drivers: The increase from FY 2017-18 is due mainly to increases in Homeless Solutions.			
Quality of Life	\$296,864,194	\$493,801,563	\$196,937,369
Drivers: The increase from FY 2017-18 is due to capital improvements from the 2017 Bond Program and the reallocation of debt service.			
Government Performance and Financial Management	\$373,430,513	\$200,814,534	(\$172,615,979)
Drivers: The decrease from FY 2017-18 is due to the redistribution of debt service; all of debt service was previously under this strategic priority.			

11. How much do we spend per resident?

The table below includes the total General Fund budget for FY 2013-14 through FY 2016-17, the estimated population of Dallas in each of those years, and the amount spent per resident.

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Budget	\$1,129,610,365	\$1,169,589,601	\$1,150,483,503	\$1,238,076,809
Population*	1,278,504	1,299,793	1,322,140	1,341,075
\$/Resident	\$884	\$900	\$870	\$923

*Population estimates taken from the U.S. Census Bureau via [American FactFinder](#). The latest estimate available is for 2017 – we can provide data for FY 2017-18 once the 2018 population estimate becomes available.

12. How much has the budget grown in the past few years?

The table below includes the total General Fund budget for the last five fiscal years, the year-over-year change in dollars, and the percentage growth.

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
Budget	\$1,129,610,365	\$1,169,589,601	\$1,150,483,503	\$1,238,076,809	\$1,282,512,888
YOY Change	\$88,307,198	\$39,979,236	(\$19,106,098)	\$87,593,306	\$44,436,079
% Growth	8%	4%	(2%)	8%	4%

13. How close have we come to the rollback rate historically? Are we trending up or down?

The table below outlines the year-over-year changes in property tax base values, and the variance between the property tax rate and rollback and effective tax rates, respectively.

Fiscal Year	Property Tax Base Value	% Change	Property Tax Rate (¢ per \$100 valuation)	Rollback Tax Rate	Variance from Property Tax Rate	Effective Tax Rate	Variance from Property Tax Rate
2006-07	\$76,792,536,880	N/A	72.92	74.28	1.36	70.49	(2.43)
2007-08	\$84,526,933,754	10.07%	74.79	78.19	3.40	68.72	(6.07)
2008-09	\$90,477,932,550	7.04%	74.79	76.18	1.39	71.88	(2.91)
2009-10	\$87,264,095,461	(3.55%)	74.79	84.89	10.10	79.37	4.58
2010-11	\$83,425,479,138	(4.40%)	79.70	82.35	2.65	79.72	0.02
2011-12	\$81,993,746,356	(1.72%)	79.70	84.27	4.57	81.78	2.08
2012-13	\$83,681,721,883	2.06%	79.70	82.80	3.10	79.11	(0.59)
2013-14	\$87,251,522,141	4.27%	79.70	80.14	0.44	77.68	(2.02)
2014-15	\$93,138,210,535	6.75%	79.70	80.06	0.36	76.02	(3.69)
2015-16	\$100,318,936,973	7.71%	79.70	78.43	(1.27)	74.91	(4.79)
2016-17	\$110,387,629,086	10.04%	78.25	78.43	0.18	74.91	(3.34)
2017-18	\$118,314,677,595	7.18%	78.04	78.87	0.83	74.96	(3.08)
2018-19	\$130,080,986,261	9.94%	76.50	78.11	0.32	73.92	(3.87)

14. Regarding staff support for City Council members at offsite meetings after regular business hours, could compensatory time be used instead of overtime?

Per Human Resources, employee classification determines whether an individual receives compensatory time or overtime. Employees who are eligible for overtime due to their classification are not eligible for compensatory time, and vice versa.

15. What effect would the governor’s proposed 2.5 percent revenue cap have on the tax rate?

The table below provides a comparison of various tax rates and the revenue impact associated with each tax rate. The revenue impact is either an increase or decrease from the property tax revenue included in the City Manager’s recommended General Fund budget, which is based on the proposed 76.50¢ tax rate. The effective and rollback tax rates were discussed in a briefing on August 14. The FY 2018-19 “ceiling” is the rate Council approved on August 22, which is the maximum tax rate Council may adopt on September 18.

The “Gov. Abbott 2018 Tax Reform Cap” is based on review of a potential change to state law that would reduce the rollback rate and allow only a 2.5 percent increase in reappraised value plus new construction plus allowances for public safety compensation plus infrastructure increases. (Definitions for the adjustments are not final.) Additionally, an adjustment appears to be available for “improvements to existing property;” however, data for this is not readily available.

Based on a preliminary review and interpretation of this potential “tax reform,” voter approval may be required to exceed this cap. To avoid seeking voter approval, the FY 2018-19 budget would have required a reduction in revenue and expenses of \$10.6 million compared to the City Manager’s recommended budget.

Tax Rate Description	Tax Rate	Revenue Change
FY 2018-19 Effective Rate	73.91¢	\$32.8 million less
Gov. Abbott 2018 Tax Reform Cap	75.69¢	\$10.6 million less
FY 2018-19 CMO Proposed Rate	76.50¢	No change
FY 2018-19 Council-Approved "Ceiling"	77.79¢	\$16.4 million more
FY 2018-19 Rollback Rate	78.11¢	\$20.5 million more

16. Please provide additional information regarding the Youth Commission budget and proposed reductions.

Chief of Staff Kimberly Tolbert has provided this information via a separate memo, attached here for reference.

DATE August 28, 2018
SUBJECT Continued Responses to Council Questions on the FY 2018-19 Proposed and FY 2019-20
Planned Budgets
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F. Additional Information

The DART Board of Directors is scheduled to vote on its proposed FY 2019 Annual Budget and 20-Year Financial Plan on September 18. You can review these documents on DART's [website](#).

Please let us know if you have additional questions. We will continue to provide responses on a rolling basis as answers are available. A list of outstanding questions received to date is attached for reference. If your question has not been addressed and does not appear on this list of outstanding questions, please contact me or Jack Ireland, Director, Office of Budget, and we will add it to the list to ensure we provide an answer.

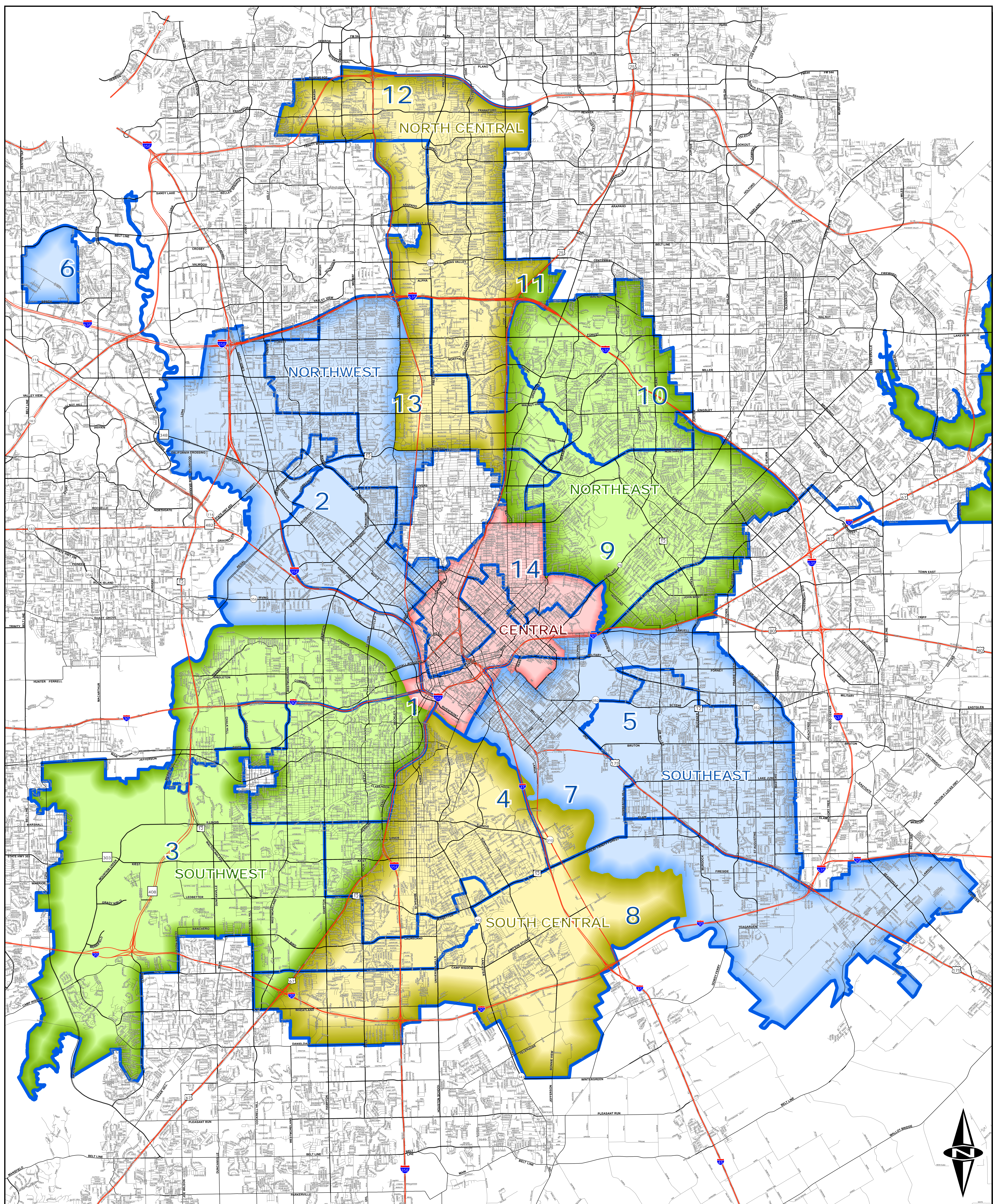


M. Elizabeth Reich
Chief Financial Officer

[Attachments]

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors



0 0.5 1 2 3 4 Miles

Data Source:
 2011 Service Areas - Strategic Customer Services (SCS)
 Roads, Council Districts - City of Dallas Enterprise GIS
 *Council Districts adopted 2011

City of Dallas GIS Map Disclaimer:
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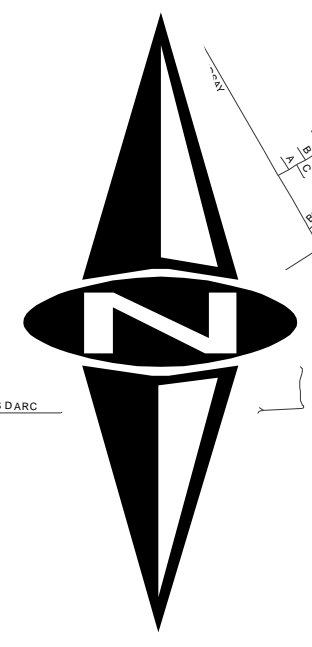
2013 Dallas City Service Areas



Date: Tuesday, October 04, 2016 9:46:21 AM
 Project Name: ServiceAreasAllRevised
 File Location: U:\StaticMaps\2013\2013 Service Areas\ServiceAreasAllRevised.mxd
 Prepared By: Kevin S. Burns
 Property of: City of Dallas Enterprise GIS for illustrative purposes only.

Legend

- Freeway
- Major Road
- Minor Road
- Councils
- CENTRAL
- NORTH CENTRAL
- NORTHEAST
- NORTHWEST
- SOUTH CENTRAL
- SOUTHWEST
- SOUTHWEST



Memorandum



CITY OF DALLAS

DATE August 28, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Youth Commission Initiatives – FY 2018-19 Budget**

During last week’s Government Performance and Financial Management Committee discussion on the Youth Commission’s budget, the Committee voted to reduce the budget from \$100,000 to \$50,000. To accommodate a potential budget reduction, Office of Strategic Partnerships and Government Affairs staff will work with the Youth Commission to prioritize activities for FY 2018-19.

For example, one recommendation is to eliminate one of the two National League of Cities Conferences – the City Summit Conference (November 7-10, 2018 in Los Angeles, CA) – with continued participation in the Congressional City Conference (March 10-13, 2019 in Washington, DC), as it provides more youth development opportunities and exposure to national policy makers. We had planned to pay for early registration and flights for the City Summit in this year’s budget, so if that conference is eliminated, there will be cost savings for FY 2017-18.

Below is a list of proposed FY 2018-19 activities the Youth Commission developed at their annual retreat in July, along with estimated expenses based on a \$50,000 budget.

FY 2018-19 Youth Commission Proposed Activities

<p>City-Wide Publication</p>	<p>The Youth Commission will circulate a quarterly publication to all area high schools via print, online and social media channels</p> <ul style="list-style-type: none"> • It will engage and raise awareness about events and issues of concern to youth in the region • Feature interviews with each Council Member • Inform students and their parents about issues and events affecting their district 	<p>\$5,000</p>
<p>District Specific Events in partnership with City Councilmembers</p>	<p>Coordinate targeted events in partnership with their Council Member that engage and benefit students and their parents in each district</p> <ul style="list-style-type: none"> • Expenses included are: food, promotion/printing and youth incentives 	<p>\$4,000</p>
<p>Consortium of Metroplex Youth Leaders / Regional Youth Forum</p>	<p>Youth leaders will come together to address opportunities and best practices for youth to promote economic prosperity and development</p> <ul style="list-style-type: none"> • Consortium to convene at major youth focused events held around the region, including the North Texas Regional Youth Forum, hosted annually by the Youth Commission 	<p>\$10,000</p>

DATE
SUBJECT

August 28, 2018
Dallas Youth Commission Initiatives

Youth Skill Development Seminars & Workshops	Work with respective council member to collaborate with strategic partners in their districts who can provide guidance, training, and resources for students for skill development and potential employment that will boost overall community safety and growth	\$1,500
Youth Commission Strategic Initiatives	The Youth Commission hopes to engage in a variety of strategic initiatives: <ul style="list-style-type: none">• Contribute to the Cultural Plan taskforce by collaborating with Art Week in Dallas for youth to showcase their talents• Participate in the City's homelessness initiatives• Raise awareness about the City's 311 app• Create an Operation Beautification community cleanup campaign across all districts of Dallas• Collaborate with DISD's Teen Board on combatting teen pregnancy• Support National Voter Registration Day	\$1,500
National League of Cities Congressional City Conference	The National League of Cities Congressional City Conference exposes the Dallas Youth Commissioners to a concentrated host of leaders who would otherwise be inaccessible to them <ul style="list-style-type: none">• Allows Youth Commissioners to utilize tools gained to provide valuable takeaways and best practices to their fellow students• Attendance showcases the City of Dallas and its Council Members as dedicated champions of youth	\$23,000
Monthly YC Expenses	Meetings and Supplies	\$5,000
Total		\$50,000

Although a relatively new program for the City of Dallas, the Youth Commission is very engaged and excited about their role. They are actively identifying innovative ideas focused on engaging and empowering youth to become more proactive in city government and their communities.

I am also attaching a list of the Commission's FY 2017-18 year-to-date expenses and estimates.

Please contact me if you have any questions.



Kimberly Bizer Tolbert
Chief of Staff to the City Manager

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
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FY 2017-18 Youth Commission Expenses

National League of Cities Charlotte	\$ 10,227.94
National League of Cities Washington D.C	\$ 28,251.67
North Texas Regional Youth Forum	\$ 10,636.71
Monthly Meetings	\$ 3,302.93
Additional Events	\$ 6,661.31
Youth Commission Supplies	\$ 1,814.36
YTD Total	\$ 60,894.92

Upcoming Expenses

Oct Forum	\$ 7,000.00
NLC - LA Registration	\$ 2,975.00*
NLC- LA flights	\$ 3,400.00*
Supplies	\$ 2,500.00
Meetings	\$ 400.00
Video	\$ 3,000.00

FY 2017-18 Estimate \$ 80,169.92

* We had planned to pay for early registration and flights for the City Summit in this year's budget, so if the Commission decides to eliminate that conference, that will be a cost savings for FY 2017-18.

Memorandum



CITY OF DALLAS

Date August 28, 2018
To Honorable Mayor and Members of the City Council
Subject Ethical Recommendations / Potential 2018-19 Budget Amendment

Our office recently met with John Rogers, Chair of the Ethics Advisory Commission (EAC) and the City Attorney's Office in a collaborative effort to address comments by Councilmembers Griggs and Gates regarding initiatives to make certain documents electronically accessible (i.e.- Personal Financial Statements, Disclosure of Conflict, Financial Disclosure Report, etc.), as well as continuing the EAC discussions and potential additional ethics code recommendations in light of recent events.

At its next meeting on Tuesday, October 16, 2018, the EAC will review additional best practices and discuss potential ways the EAC can assist in ensuring the City has the highest standards of personal accountability, integrity, fairness, and honesty.

Additionally, efforts are underway to have the following forms in an electronic or semi-electronic format:

- **Disclosure of Conflict** – An electronic form is being developed and will be maintain in the new Council Attendance Tracking System (*briefed to the Administrative Ad Hoc committee on June 27, 2018*).
- **Personal Financial Statement (PFS)** – Due to notary requirements, an electronic form is not currently allowed by the Texas Ethics Commission (TEC). We are working with the TEC on alternatives for a semi-electronic form.
- **Financial Disclosure Report (FDR)** – An electronic form can be developed, as it is a City form.

We anticipate having the PFS and FDR reports in an electronic format within the next four months. However, the Disclosure of Conflict report is projected to be completed in approximately three to five weeks. No additional funding is needed for these projects; any costs associated will be absorbed within our budget.

If you have any questions or if you need additional information, please let me know.


Billerae Johnson
City Secretary

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney

Strategic Priority	Question
Economic & Neighborhood Vitality	Please provide an estimated cost for the Economic Development Plan.
Economic & Neighborhood Vitality	How do we calculate the estimated number of jobs created by Economic Development?
Economic & Neighborhood Vitality	What is the current pipeline of economic development projects?
Economic & Neighborhood Vitality	What is the city doing to attract higher education opportunities to South Dallas/Fair Park?
Government Performance	What services does this priority directly provide to residents? What percentage is allocated to 311?
Government Performance	How much are we spending per Council Office in administrative costs?
Government Performance	How many non-uniformed FTEs are budgeted for FY 2018-19 and FY 2019-20?
Government Performance	Please provide the one-time budget expenditures not present in the second year of the biennium.
Mobility Solutions	Are we achieving zero degradation through current funding? What level of funding do we need to achieve zero street degradation? Please provide district-specific pavement condition ratings.
Mobility Solutions	How much of the DWU pilot funding is allocated to ECO/DEV public-private partnerships?
Public Safety	What is the timeline for the security study? What facilities will be included in the first phase?
Public Safety	What is the impact of pension reform on take-home pay?
Public Safety	Please provide a breakdown of the Meet & Confer budget.
Public Safety	Please provide a regional comparison of the starting salary of new police recruits.
Public Safety	Is Fire Station #53 included in the capital bond funds for HVAC replacement?
Quality of Life	How much is budgeted in the Park & Recreation 380 Fund (GF)?
Quality of Life	How many of the PKR partner stipends are contractually obligated versus General Fund? Do we have an agreement with the Arboretum? How much of the Dallas Zoo portion are we considering cutting? Is this over and above what's contractually obligated?