

# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Storm Debris Collection Update**

This memo is to provide an update on storm debris collection following the storm event on June 9, 2019. As previously communicated, **the City suspended its normal bulk and brush trash collection service for the month of July to focus on collecting storm debris.** This memorandum is our weekly progress update for your information.

We originally estimated that the storm may have created over 500,000 cubic yards of storm related debris, mostly from tree damage. Based on recently updated numbers, we are now estimating collection volumes will be over 600,000 cubic yards. For perspective, our average monthly volume is estimated to be just over 100,000 cubic yards.

Since the beginning of collecting Week 2, on June 12<sup>th</sup> after the storm, City of Dallas and contract crews have collected over 8,500 loads of debris. In the last 25 working days alone, it is estimated that crews have collected over 375,000 cubic yards of debris, which is almost four times an average monthly total. Of the 375,000 cubic yards, about 4,200 loads or approximately 200,000 cubic yards have been taken to the temporary staging and grinding site near IH-635 and US-75. Due to significant increases in collection volumes this week; we opened an additional tree and vegetative debris staging and grind site on a 12+ acre parcel of City property located near Greenville Avenue and IH-635.

Attached is a map which reflects those areas where brush/bulk and storm debris collections have been completed since June 1 or areas we estimate to be completed by the end of the day today, Friday, July 12, 2019. We have continued to follow our established brush and bulk collection areas for route sequencing since June 1<sup>st</sup> (weeks 1, 2, 3, 4 with each numbered week beginning on a Monday). However, due to the volumes created by the storm event, each collection week continues to run long.

All Week 3 areas were completed by Tuesday July 9<sup>th</sup>. Week 4 collections started in all areas Wednesday, July 10<sup>th</sup>. Based on updated area inspections, Week 4 volumes are estimated to be greater than previous collection weeks and weekly collection debris is starting to include more bulk, bagged and non-storm related debris which is adding to volumes and affecting collection times. Although we have added 10 additional contractor crews, for a total of 35 contract crews, we estimate completion of Week 4 may take up to 14 working days. When we complete Week 4, we will move to Week 1, much of which was collected just prior to the storm. Additionally, based on actual collection times in Week 4 and the upcoming Week 1, we may have to reassess our ability to re-sweep previously collected areas prior to the start of regular August brush and bulk collection.

DATE July 12, 2019  
SUBJECT **Storm Debris Collection Update**

As a reminder, we suspended normal brush/bulk collection for the month of July to focus on storm debris collection. To assist with collection efforts, we continue to ask that residents place tree debris, branches or shrubbery separate from other storm debris such as damaged fence panels or bagged storm/vegetative debris. Clean tree and green waste may be collected separately and taken to temporary processing sites nearby to expedite the overall collection process. Mixing or comingling storm debris or continuing to place out non-storm debris will slow citywide collection efforts.

Residents may also utilize the City's transfer stations or McCommas Bluff Landfill during designated days to self-haul debris (visit [www.dallaszerowaste.com](http://www.dallaszerowaste.com) for information on transfer station and landfill operating hours and restrictions). Code Compliance will not issue citations for storm debris related items.

We ask for patience from our customers as the magnitude of the debris created by the storm is extensive and all areas of the city are affected. We appreciate your help communicating this message.

If you have any questions, please contact me or Kelly High, Director of Sanitation Services.



Joey Zapata  
Assistant City Manager

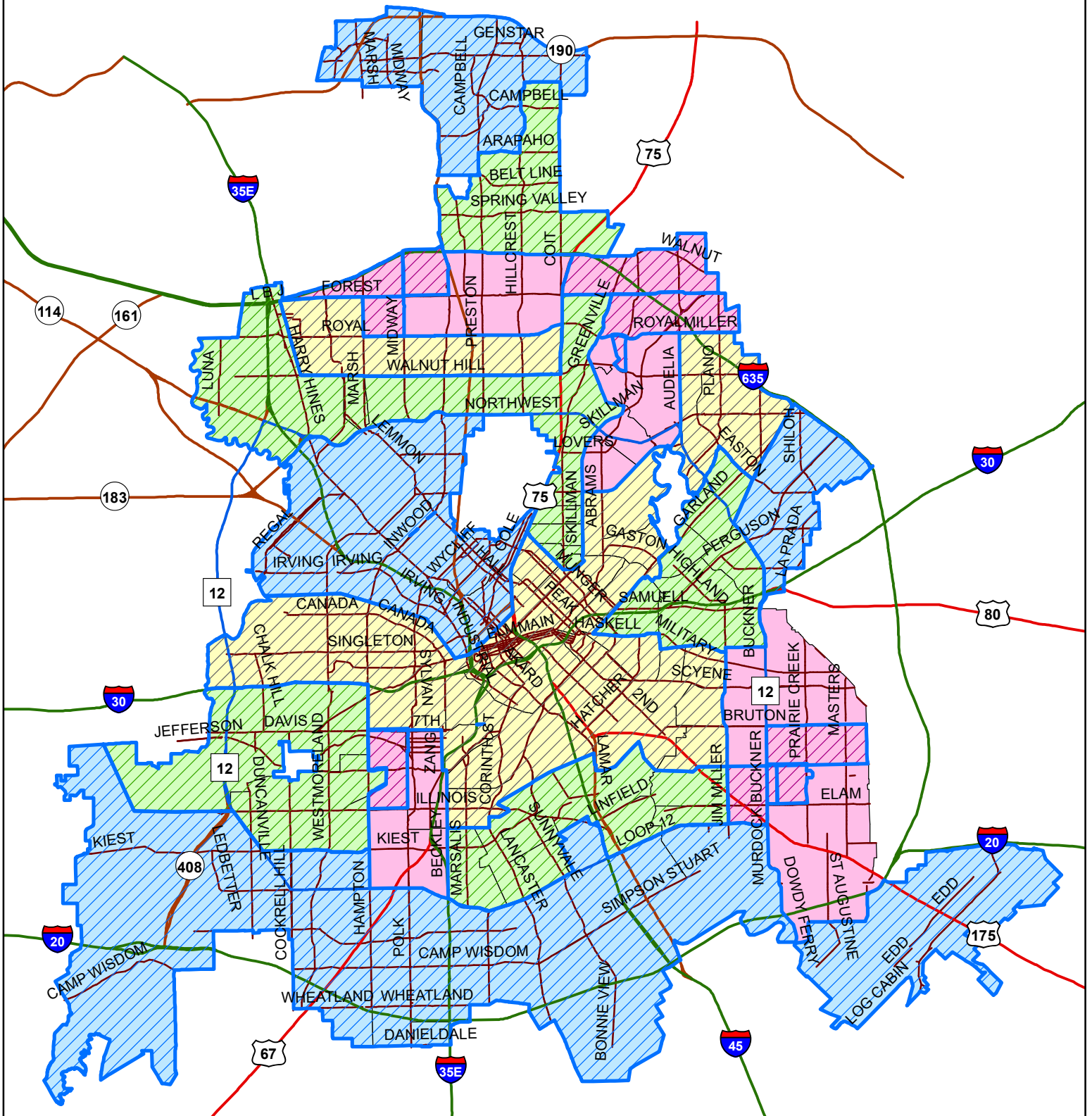
- c:
- |  |   |
|--|---|
| T.C. Broadnax, City Manager                                | Jon Fortune, Assistant City Manager                                       |
| Chris Caso, City Attorney (Interim)                        | Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer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

# STORM DEBRIS COLLECTION STATUS

## Week

- 1 Brush/Bulk Completed (June 4 - June 11)\*
- 2 Storm Collection Completed (June 12 - June 24)
- 3 Storm Collection Completed (June 24 - July 9)
- 4 Storm Collection Completed  In Progress

\*Week 1 storm collection will begin upon completion of week 4



# Memorandum



DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Media Coverage ADI Engineering**

The Dallas Morning News plans to release a story that questions the City's contracting methods. Specifically, the story is critical of the City's process for contracting with ADI Engineering, a firm hired to provide structural engineering services on homes built by DryQuick Restoration between 2015 and 2017.

After ADI Engineering completed its work, it was later revealed that the firm's owner had been charged with fraud, filed for bankruptcy, and lost his engineering license in 2015. This is an incident whereby the City's process for certifying a pool of technical service providers was not correctly followed. City staff from Housing and Neighborhood Revitalization, City Attorney's Office, Public Works, Procurement and Public Affairs, have been collaborating on an internal investigation and preparing a coordinated response to the reporter's questions. Concurrently, we are taking a second look at the work that was completed by the service provider. We will follow up to ensure that residents who were impacted by this work can go forward with confidence that their property is safe. Changes to the current housing procurement process include a revised vetting process for prospective contractors that incorporates a review of bankruptcies, lawsuits, and financial capacity.

Attached is a fact sheet summarizing the contracting activities related to DryQuick Restoration and ADI Engineering.

Should you have any questions, please contact my office at (214) 670-3390.



Michael Mendoza  
Chief of Economic Development & Neighborhood Services

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



## Facts and Information

### Dry Quick Restoration & ADI Engineering

7/12/2019

#### Background

- Dry Quick Restoration is an independently owned restoration company specializing in water mitigation and new construction.
- Dry Quick Restoration's application was reviewed, and the company was approved to reconstruct eight homes in 2015. These homes were reconstructed over a period of 24 months during the years of 2015 and 2017.
- ADI Engineering's application stated that they are an engineering design firm located in Dallas, Texas. The company had been operating for approximately 17 years serving municipalities, public utilities, state and county governmental entities in the Dallas Fort Worth Metropolitan Area.
- ADI Engineering's application was reviewed, and the company was approved to inspect 14 homes reconstructed through the City of Dallas Home Rehabilitation and Reconstruction Program including eight homes built by Dry Quick Restoration.
- The City of Dallas offers housing repair and reconstruction services to homeowners earning less than 120% area median income and landlords renting to families earning less than 80% area median income through the Home Rehabilitation and Reconstruction.
- In 2015, the program paid \$103,000 for contractors to demolish and rebuild homes. The program has since been revised to pay contractors up to \$160,000 to demolish and rebuild homes.
- In 2018, the U.S. Department of Housing and Urban Development (HUD) Office of Inspector (OIG) General completed an audit of the City of Dallas Rehabilitation and Reconstruction Program.
- This audit included the review of the City's HOME Investment Partnerships program funds between 2015 and 2017.
- The audit concluded that the City did not properly assess contractors or ensure that they followed contract terms.
- It recommended the City hire a qualified entity to determine the structural integrity of the reconstructed houses and provide a plan to cover the costs of any potential warranty work needed on the properties.

## **Key Facts**

- It was recently brought to the City's attention that the principal owner of ADI Engineering did not have a valid Professional Engineer's license when they conducted inspections.
- An internal review indicated ADI Engineering was not on a 2015-2018 Request for Qualifications list of vendors as previously thought.
- The City is preparing to procure a new structural engineering firm to re-inspect the homes.

## **Next Steps**

- The City of Dallas Home Rehabilitation and Reconstruction Program vetting process for prospective contractors has been enhanced to include reviews of bankruptcies, lawsuits and financial capacity.

# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **RFP Issued for Title Clearing Pilot Program**

On September 18, 2018, Council approved the FY 2019 City budget, which targeted \$1,000,000 for historically underserved areas at risk of displacement. Pending City Council approval of a contract, \$500,000 of that funding may be used to support a title clearing and clouded title prevention pilot program.

A number of families in Dallas consider themselves homeowners and may have lived in their homes their whole lives, yet they do not have clear title to their homes or land. This hampers their ability to qualify for city programs, to obtain home improvement loans, and to sell the property when they are ready. It can also erode the family's chances to easily pass the home on to their children or to access the equity in their property. Additionally, when a significant amount of land in a neighborhood has a cloudy title, the neighborhood is likely to see a higher number of abandoned homes and unmaintained vacant land, thus affecting the entire neighborhood's stability and future.

In response to that need, the Housing and Neighborhood Revitalization Department has issued a Request For Proposals (RFP) for an organization or group of organizations to create a pilot program to:

- Provide legal services to clear title on a significant number of properties
- Provide associated services: legal rights information sessions, client intake, legal services that prevent clouded titles (such as preparing transfer on death deeds), and program evaluation and measurement.

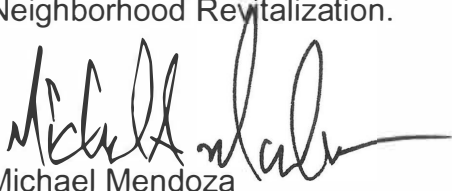
At the end of the contract period, the selected vendor will submit program evaluation reports and a recommendation for a program format for a potential ongoing program.

A pre-proposal conference was held July 8, 2019, and the submission deadline is July 25, 2019. The RFP is available through the following link, and potential vendors must log in through Bonfire to download documents and respond to the RFP.

<https://dallascityhall.bonfirehub.com/opportunities/17213>.

DATE July 12, 2019  
SUBJECT **RFP Issued for Title Clearing Pilot Program**

If you have any questions, please contact me or David Noguera, Director of Housing and Neighborhood Revitalization.



Michael Mendoza  
Chief of Economic Development and Neighborhood Services

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
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# Title Clearing Pilot Program

Pre-proposal Conference  
July 8, 2019

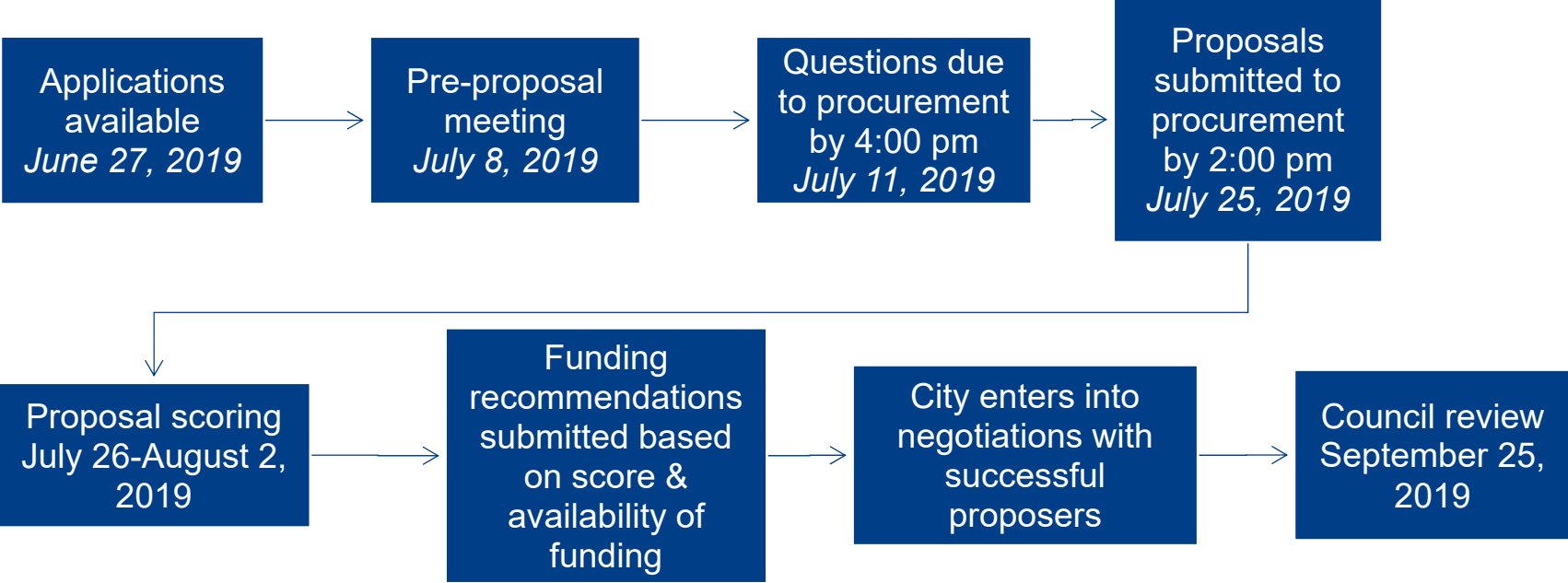
Pam Thompson  
Housing Policy Taskforce  
Manager

Department of Housing and  
Neighborhood Revitalization



# City of Dallas

# Request for Proposals Process



# Background

- \$500,000 available from current city funds
  - Must be encumbered by September 30, 2019
  - Designated for historically underserved areas at risk of displacement
- Pilot program:
  - Proposer required to design a program to clear clouded titles, prevent future title issues, and conduct program evaluation
  - Must be responsive to RFP



# Program Focus

- Focus - clear titles
  - clients with homes can remain in their homes, apply for funding for home repair and other needs, and prevent future heirship issues
  - clients with vacant land can sell or build on their land.
- Best practices
  - focus on specific geographical areas
  - include legal rights information sessions, mitigation, and measurement
- Clearing title for eventual sale is potential outcome, not purpose.



# Eligible Proposers

- Organizational structure:
  - Local, [state-wide](#), [out of state](#), national, [or other](#)
  - Not-for-profit, educational, legal aid, or other legal services organizations
  - Single organization or group of organizations
    - But – the group of organizations needs to be either a prime contractor with sub-contractors, or an entity registered with the state.
- Experience:
  - Strong record of providing high-quality legal representation in low-income communities
  - Title law, applicable remedies, and knowledge of Dallas

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# Scope of Work

- Provide legal services described
  - to income-limited clients
    - with a presumed ownership interest in real estate within one of the eligible geographies.
- Offer representation
  - without regard to the preliminary assessment of the merits of the case.
- Provide associated services
- Note:
  - Pilot program – build a best practices model to conduct legal information sessions and maximize service delivery while adhering to sound and ethical approaches to representation
  - **Focus** - *Efficiently and effectively use the program's funds and any in-kind or pro bono resources the proposer secures to screen clients and successfully clear a significant number of titles in three to five eligible geographic areas.*

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# Allowed Uses of Funding

- Legal rights information sessions
- Client representation
  - Client intake and screenings to determine program eligibility
  - Legal advice, document preparation, and document filing fees
  - Title examination and abstract services
  - Legal representation related to court hearings
- Follow up and coordination
  - Post-screening referrals with effective follow-up for individuals not served by the program
  - Convening and planning with counterpart programs to coordinate efforts
- Program evaluation
  - Data gathering and management
  - Quarterly reporting to Housing and Neighborhood Revitalization
  - Final evaluation with Housing and Neighborhood Revitalization
- Additional funding as allowed in the final contract



# Eligible Recipients of Service

- Families and individuals
  - with a presumed ownership interest in real estate in eligible geographic areas
  - who have a household income that is less than or equal to 120% of the Dallas Area Median Family Income as published by HUD for the most recent year *and*
  - who are unrepresented by legal counsel related to title to the real estate
- For reference, 120% of AMFI for 2019 for a family of four is \$99,720





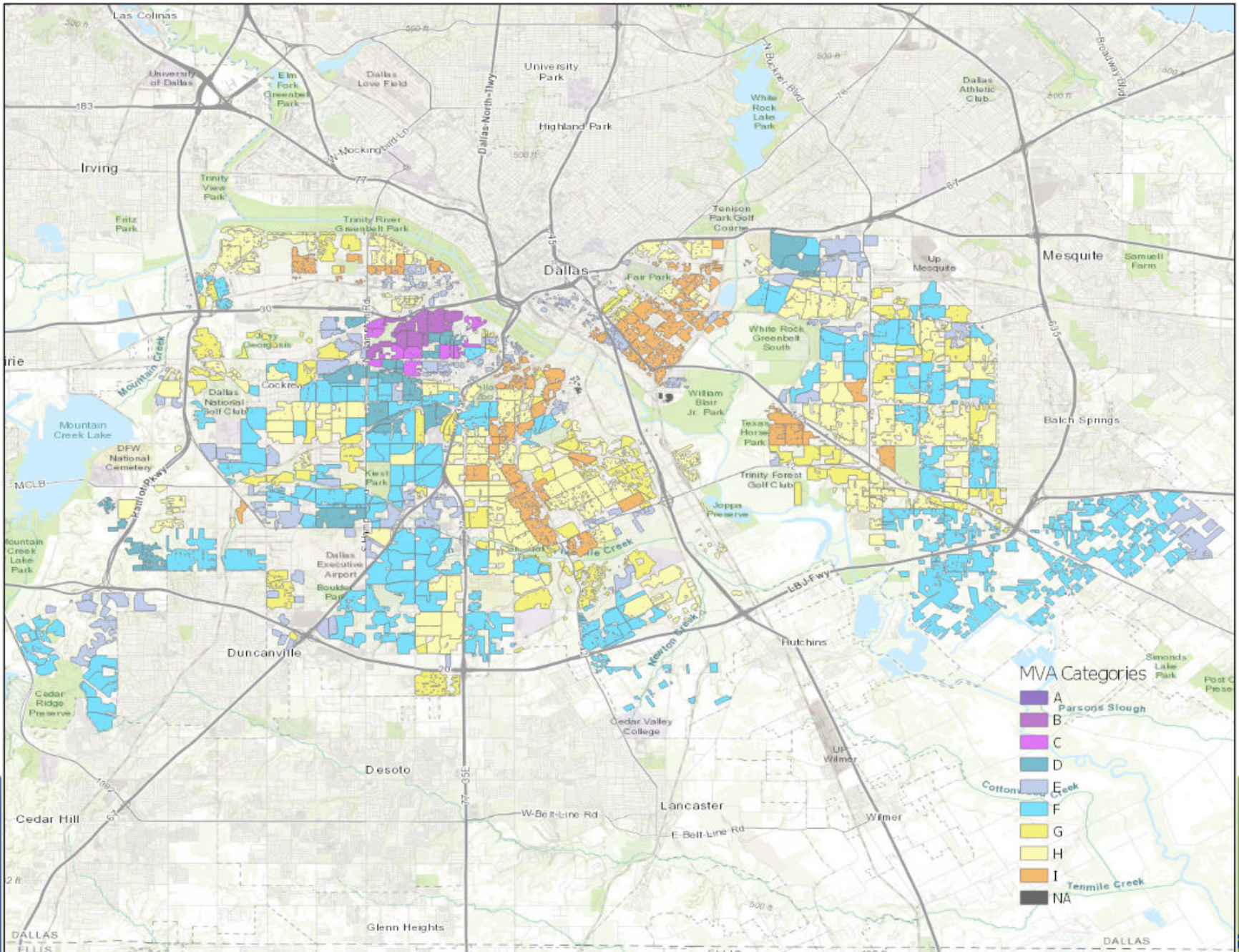
# Eligible Geographic Areas

- Eligible areas:
  - Areas of southern Dallas (south of the Trinity River west of downtown and south of I-30 east of downtown) that are in
  - Market Value Analysis categories D, E, F, G, H, and I
- Also: uncategorized parcels directly adjacent to a parcel or parcels one of these categories are also eligible.
- Proposer must propose three to five eligible areas
  - [Map](#) the general boundaries of each area

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# Client Service Priority

- Preference should be given to
  - Clients with real estate in MVA categories G, H, and I;
  - Portions of City of Dallas-designated historic districts in eligible MVA categories;
  - Those with real estate in designated Reinvestment Areas; or
  - Those clients who have been denied City of Dallas Housing and Neighborhood Revitalization funds for lack of clear title.
- The proposer should determine how best to efficiently and effectively serve the potential clients in need of this service.
- MVA map is available here:
- <https://dallasgis.maps.arcgis.com/apps/MapSeries/index.html?appid=136993e9b6114f30926eebd0a5b42d45>

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# Program Design



# Program Design

- *Efficiently and effectively use the program's funds and any in-kind or pro bono resources the proposer secures to screen clients and successfully clear a significant number of titles in three to five eligible geographic areas.*



# Program Design: Title Clearance

- Program should:
  - Focus on effectively and efficiently **clearing titles**
  - Be complete within three years
  - Include a sliding fee scale related to family income
  - Identify the client who will be served by this program where there are issues of family conflicts and potential adversarial situations (i.e. the person who seeks legal representation via the program is not the heir living in the home.)
  - Identify additional priorities and ethical issues to be addressed through program design
  - Include a brief transition plan to address potential service needs for community members who have attended information sessions, current clients, and clients who have been referred to other programs



# Program Design: Associated Services

- Community legal rights information sessions
  - Include info on responsibilities and benefits of having clear title
- Conduct client intake
  - Screen clients and employ a direct representation model.
- Prevention
  - Work to increase the percentage of families with wills and/or related documentation to ensure a smooth transition of ownership of the home from one client family member to another

Focus reminder:

*Efficiently and effectively use the program's funds and any in-kind or pro bono resources the proposer secures to screen clients and successfully clear a significant number of titles in three to five eligible geographic areas.<sup>15</sup>*



# Program Design: Measurement

- Maintain applicant and client data
- Report aggregate, non-identifying data to Housing and Neighborhood Revitalization on a quarterly and final basis
  - Types of data: number of events, legal screenings, cleared titles, wills, etc.
- Report final evaluation
  - Quarterly data, plus plan for ongoing service provision for existing clients and recommendation for ongoing program design
  - If the city were to continue, what would it accomplish and how much funding would it take?

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# Proposal Requirements



# Proposal Requirements

- The proposal should be divided into three sections:
  - A. Experience and team composition
  - B. Approach and methodology
  - C. Cost and timeframe
- Number and title the proposal in response to the naming conventions in Section III of the scope of work.
- Add additional information as necessary to fully respond to this RFP.



# Proposal: Experience and Team Composition

- Direct experience summary – one or two paragraph summary of experience clearing title
- Direct experience specific examples – description, dates, and names of people involved
- Additional experience summary – one or two paragraph summary of experience 1) in low-income communities and 2) in program evaluation
- Additional experience examples - description, dates, and names of people involved
- Team composition – who is on the team?

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# Proposal: Approach and Methodology

- Project overview. (1-2 pages). Highlight capabilities, show an understanding of the project, and propose an approach to successful accomplishment of the project. Effectiveness, efficiency, and speed of roll-out will be key criteria in the evaluation of this proposal.
- Detailed plan. (< 6 pages) *Following the outline of services* (Section IV.D) present a detailed plan that describes how the proposer would fulfill the program requirements as outlined in the scope of work (Section IV). Indicate who would have primary responsibility for each component of the proposed program. Include:
  - a detailed program description
  - a title clearance legal services operation plan, and
  - an explanation of how the proposer will address the associated services.

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## Proposal: Budget Utilization & Financial Capacity

- Create a budget based on a likely scenario of services. Focus on the use of the City's funding.
  - Identify each service that will be provided
  - Briefly describe the service
  - Identify the corresponding flat or hourly fee for the item.
- 3-year contract term
- Include a short narrative explanation of the budget and how costs were determined.
- Identify any in-kind or pro bono resources or funds that will also be applied to the project as leveraged resources, if any.

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# Evaluation Criteria



# Evaluation Criteria

## A. Experience and team composition (maximum of 30 points). Proposals will be evaluated based on

- Direct experience: Research, legal counsel, and legal representation related to 1) clearing title 2) responsibilities related to having clear title, and 3) the value of having clear title
- Additional experience: Additional elements, including working with low-income communities and program evaluation.
- Team capacity as described in Section III: Capacity to manage the project and additional information provided in the Experience section of the requirements.

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# Evaluation Criteria

## **B. Approach and methodology (maximum of 30 points).** Proposals will be evaluated based on

- The quality of both the overall and the detailed plan and the extent to which they fulfill the scope of work. Effectiveness, efficiency, and speed of roll-out will be key criteria in the evaluation of the proposal.
- Additional information provided in the Approach section of the Proposal Submittal Requirements





# Evaluation Criteria

## **C. Cost and Timeframe (maximum of 25 points).** Proposals will be evaluated based on

- The anticipated efficiency and effectiveness of fund utilization, with a focus on successfully clearing a significant number of titles while also providing the associated services in a specified time period at a reasonable rate.
- The amount of leveraged resources and strength of commitment of funding partners



# Evaluation Criteria

## D. Business Inclusion and Development Plan - 15 points

- It is the policy of the City of Dallas to involve Minority and Women-Owned Business Enterprises to the greatest extent feasible on the City's construction, procurement, and professional services contracts.
- City of Dallas BID Plan available at the link below:
  - [https://dallascityhall.com/departments/procurement/pages/business\\_inclusion\\_development.aspx](https://dallascityhall.com/departments/procurement/pages/business_inclusion_development.aspx)



# Frequently Asked Questions



# Frequently Asked Questions

- **Q:** I didn't see any mention of fractionalized ownership avoidance with transfer on death deeds, is that not a part of this initiative?
- **A:** The associated services section requires prevention, with the proposer required to "Provide legal services to clients in eligible geographic areas to increase the percentage of families with wills and/or related documentation necessary to ensure a smooth transition of ownership of the home from one client family member to another."
  - Transfer on death deeds are included as related documentation that ensures smooth transition of ownership.

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# Frequently Asked Questions

- **Q:** Can you share roughly the number of lots involved?
- **A:** Unfortunately, it is difficult to estimate the scope of this issue. For this reason the City has included a program evaluation element in the RFP so that problem scope may be extrapolated from the successful proposer's experience.



# Title Clearing Pilot Program

Pre-proposal Conference  
July 8, 2019

Pam Thompson  
Housing Policy Taskforce  
Manager

Department of Housing and  
Neighborhood Revitalization



# City of Dallas

# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Sales Tax Receipts**

The May 2019 sales tax receipts from the State Comptroller's Office are \$25,722,682 which represents a 6.1 percent increase in total collections compared to the same reporting period last year.

- May 2018 actual \$24,246,315
- May 2019 budget \$24,742,298
- May 2019 actual \$25,722,682

Over the most recent 12 months, sales tax receipts have increased by 4.5 percent. We will continue to monitor our sales tax forecast closely and keep you informed.

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

M. Elizabeth Reich  
Chief Financial Officer

[Attachment]

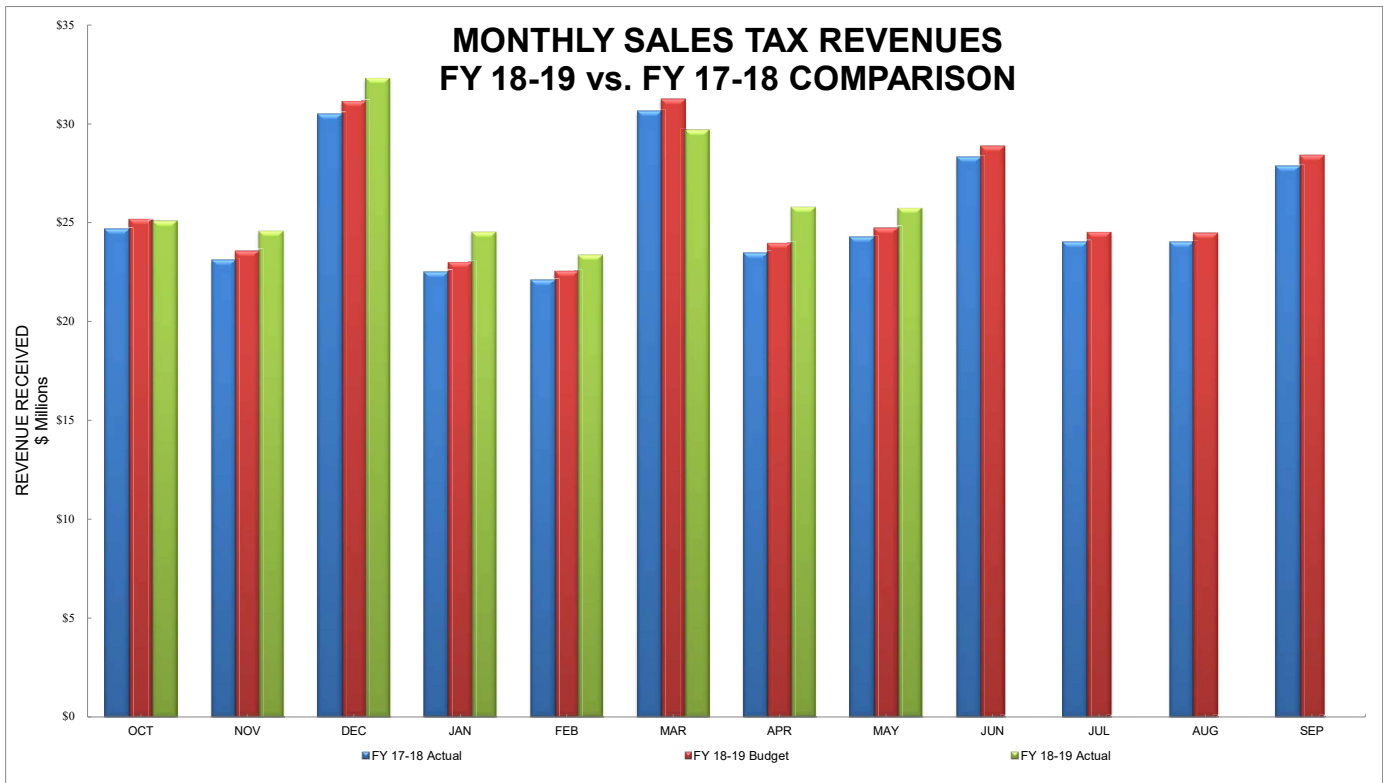
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Directors and Assistant Directors

# SALES TAX

as of May 2019

	ACTUAL FY 2017-18	BUDGET FY 2018-19	ACTUAL FY 2018-19	YTD VARIANCE FY 18-19 ACT. VS. FY 17-18 ACT.		YTD VARIANCE FY 18-19 ACTUAL VS. BUDGET	
				DOLLARS	PERCENT	DOLLARS	PERCENT
<b>OCT</b>	\$24,658,939	\$25,163,364	\$25,049,631	\$390,692	1.6%	(\$113,733)	-0.5%
<b>NOV</b>	23,107,433	23,580,119	\$24,571,164	\$1,463,732	6.3%	\$991,045	4.2%
<b>DEC</b>	30,495,919	31,119,745	\$32,289,498	\$1,793,580	5.9%	\$1,169,754	3.8%
<b>JAN</b>	22,512,572	22,973,091	\$24,523,254	\$2,010,682	8.9%	\$1,550,163	6.7%
<b>FEB</b>	22,085,841	22,537,630	\$23,361,412	\$1,275,570	5.8%	\$823,781	3.7%
<b>MAR</b>	30,639,226	31,265,984	\$29,690,536	(\$948,690)	-3.1%	(\$1,575,448)	-5.0%
<b>APR</b>	23,469,135	23,949,221	\$25,775,135	\$2,306,000	9.8%	\$1,825,914	7.6%
<b>MAY</b>	24,246,315	24,742,298	\$25,722,682	\$1,476,367	6.1%	\$980,383	4.0%
<b>JUN</b>	28,316,678	28,895,925					
<b>JUL</b>	24,018,891	24,510,222					
<b>AUG</b>	23,995,432	24,486,284					
<b>SEP</b>	27,851,403	28,421,132					
<b>TOTAL</b>	<b>\$305,397,783</b>	<b>\$311,645,016</b>	<b>\$210,983,312</b>	<b>\$9,767,933</b>	<b>4.9%</b>	<b>\$5,651,860</b>	<b>2.8%</b>





# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Mayor and City Council Attendance for the Council Year 2018-2019**

According to the Dallas City Charter, Ch. III, Section 4(e), if any city council member, including the mayor, misses more than 10 percent of the total number of regular meetings held by the city council during any compensation year, then the city council member's compensation will be reduced proportionately by the percentage of meetings missed. The Chief Financial Officer is charged with collecting any debts incurred by councilmembers arising under this Charter provision.

My office has reviewed the official [Mayor and City Council Attendance Database](#) administered by the Dallas City Secretary, and I am pleased to report that the former Mayor and Councilmembers all satisfied the provisions of Section 4(e). There are no attendance debts for Compensation Year 2018 - 2019.

Please let me know if you need further information.

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

M. Elizabeth Reich  
Chief Financial Officer

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

# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **City License Applications**

Attached is a list of the most recent Dance Hall, Sexual Oriented Business, Billiard Hall, and/or Amusement Center license applications received for the week of July 1, 2019 – July 5, 2019 by the Criminal Investigation Bureau Licensing Squad of the Dallas Police Department.

Please have your staff contact Major Michael Igo, at (214) 670-4811 and/or by email at [michael.igo@dallascityhall.com](mailto:michael.igo@dallascityhall.com) should you need further information.

A handwritten signature in cursive script that reads "Jon Fortune".

Jon Fortune  
Assistant City Manager

c: T.C. Broadnax, City Manager  
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M. Elizabeth Reich, Chief Financial Officer  
Laila Aleqresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

WEEKLY APPLICATION LOG REPORT

DISTRICT	NAME OF BUSINESS	STREET ADDRESS	TYPE OF LICENSE	DATE OF APPLICATION	STATUS (RENEWAL/NEW)	APPLICANT NAME
D2	SUE ELLENS	3014 THROCKMORTON	DH CLASS A-(LH -DENIED)	7/1/2019	RENEWAL	GREGORY KILHOFFER
D2	CARROLL NIGHT CLUB	821 S. CARROLL AVE	BH	7/1/2019	NEW	HALEN VAN HO
D13	DREAMS CLUB INC.	7035 GREENVILLE AVE.	DH CLASS A	7/3/2019	RENEWAL	ENANU EJIGU

License Definitions:

- DH - Class "A" -Dance Hall - Dancing Permitted 3 Days Or More A Week
- DH - Class "B" Dance Hall - Dancing Permitted Less Than Three Days a Week
- DH - Class "C" Dance Hall - Dancing Scheduled One Day At A Time
- DH - Class "E" Dance Hall - Dancing Permitted Seven Days A Week for Persons Age 14 through Age 18 Only
- LH - Late Hours Permit - Can Operate A Dance Hall Until 4:00
- BH - Billiard Hall - Billiards Are Played
- SOB - Sexually Oriented Business - Adult Arcade / Adult Book/Video Store / Adult Cabaret / Adult Adult Theater / Escort Agency / Nude Model Studio
- AC - Amusement Center

# Memorandum



CITY OF DALLAS

DATE July 12, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – July 11, 2019**

## Updated Items

### [Encampment Resolution Schedule – July 9, 2019 & July 16, 2019](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on July 9, 2019 and July 16, 2019:

July 9, 2019	July 16, 2019
<ul style="list-style-type: none"><li>• 3700 S. Polk St. (District 4)</li><li>• 401 ERL Thornton Freeway (District 2)</li><li>• 2601 Canton St. (District 2)</li><li>• 933 Barry Ave. (District 2)</li><li>• 392 ERL Thornton Freeway (District 2)</li></ul>	<ul style="list-style-type: none"><li>• 9341 John W. Carpenter Freeway at Regal Row (District 6)</li><li>• 2626 Willowbrook Road (District 6)</li><li>• 2700 Royal Lane (District 6)</li><li>• 8000 Royal Lane (District 13)</li><li>• 12645 East Northwest Highway (District 9)</li></ul>

OHS Street Outreach team will continue to engage with homeless individuals to provide notice of clean-up and connect to resources and shelter. OHS Community Mobilization staff are meeting with stakeholders to determine long-term sustainability of encampment sites and will provide periodic updates. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer, and Monica Hardman, Director of Office of Homeless Solutions.

## Brush and Bulk Trash

As previously communicated, normal Brush Bulk Service is suspended in July so that crews can focus on storm debris collection only. The City continues to request that residents place tree debris, branches, or shrubbery separate from other storm debris such as damaged fence panels or bagged storm debris. Clean tree and green waste may be collected separately and taken to temporary processing sites. Code Compliance will not issue citations for storm debris related items, even if they are placed out before the regular cycle. Non-storm related items, such as furniture, appliances, and mattresses, are still subject to citation. Sanitation Services is planning to return to the normal bulk and brush waste schedule in August and will continue to provide updates throughout July. Should you have any questions or concerns, please contact Kelly High, Director of Sanitation Services. For constituents, please refer them to [www.dallaszerowaste.com](http://www.dallaszerowaste.com) for sanitation transfer station locations and 311 to report storm debris or downed limbs in roadways.

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## **New Items**

### [Appointment of Public Safety/RIGHT Care Coordinator](#)

Kevin Oden has been selected to serve as the Interim Public Safety and Rapid Integrated Group Healthcare Team (RIGHT) Care Coordinator. The RIGHT Care program includes specially trained and equipped police officers, paramedics, and mental health professionals who respond as a team to safely and effectively manage patients who are experiencing behavioral health emergencies. The RIGHT Care Coordinator oversees the program and Mr. Oden will begin his new role on July 17, 2019. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

### [City Hall Briefing Room Monitor Upgrade](#)

On Friday, July 26, Public Affairs and Outreach (PAO) will install six new 13-inch monitors on the staff presentation table in the City Hall Briefing Room. The addition of these monitors will allow presenters the ability to have direct view of their presentations and other agenda items rather than referencing their presentations via the wall monitors. PAO will also upgrade the existing 10-inch, standard definition monitors at the Mayor, Council and City Manager's seats to 13-inch, high definition monitors. Replacing these monitors will greatly improve viewing of presentations. The cost to fully equip the Briefing Room with the new monitors is \$15,500 which includes equipment, labor and installation, and is allocated through the PEG (Public, Education and Government) Fund. This Fund is restricted for the use of equipment and capital costs associated with the City's government access television stations and no General Funds will be used. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff, or Gwen Schuler, Director of Public Affairs and Outreach.

### [Re-Design of City Forms](#)

The Office of Innovation (OI) is hosting a "Re-Form Event" to redesign city forms. OI will be taking nominations for city forms (both print and online) that are often completed incorrectly, need to be resubmitted several times, or do not have clear instructions. The nominated forms will be re-designed live at the working session in early August. Anyone may participate by going to this [link](#) and completing a short survey. Should you have any questions or concerns, please contact Laila Aleqresh, Chief Innovation Officer.

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### Media Inquiries

As of July 9, 2019, the City has received media requests from various news outlets regarding the following topics:

- Debris Removal Update
- Internet Security
- Housing Construction/Inspection
- DFR/DPD 4<sup>th</sup> of July Enforcement and Community Engagement

Please see the attached document compiling information provided to the media outlets for the July 1-July 7, 2019 for your reference. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.



T.C. Broadnax  
City Manager

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

Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Alequresh, Chief Innovation Officer  
M. Elizabeth Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

DATE July 12, 2019  
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**Public Affairs & Outreach**  
**Media Requests**  
July 1 – July 8

**July 2, 2019**

**Topic:** NPR story on ransomware attacks

**Summary of Statement:** Coordinated an interview with the Interim Chief Information Security Officer to explain how the City is protecting its data and network against ransomware attacks.

**Department:** CIS / Information Technology Services

**Media Entity:** Wade Goodwyn, reporter, NPR

**July 2, 2019**

**Topic:** Housing Construction & Inspection Inquiry

**Summary of Statement:** Provided reporter answers to questions submitted about reconstruction, repair and inspection of selected homes.

**Department:** Housing & Neighborhood Revitalization

**Media Entity:** Susan Ambrose, Investigative Reporter, Dallas Morning News

**July 2, 2019**

**Topic:** Changes to sidewalk closure / construction permitting

**Summary of Statement:** Explained changes to Chapter 43 of the City Code, and guidelines and rules given to projects that obstruct sidewalks and intersections

**Department:** Public Works

**Media Entity:** Dan Singer, reporter, Dallas Morning News

**July 3, 2019**

**Topic:** Installation of a “safety zone” in front of a home

**Summary of Statement:** Provided guidance on the procedure for creating safety zones and the relevant portion of the City Code

**Department:** Transportation

**Media Entity:** Alanna Autler, reporter, CBS 11

**July 5, 2019**

**Topic:** Updates on storm debris clean up

**Summary of Statement:** Informed reporters that crews are working to clear debris, following the brush / bulk pickup cycles. Provided data given in the June 5 memo from Sanitation

**Department:** Sanitation

**Media Entity:** Kevin Reece, WFAA; Vanessa Brown, reporter, NBC 5

DATE July 12, 2019  
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**July 8, 2019**

**Topic:** 2017 Bond Program

**Summary of Statement:** Provided the reporter with link to 2017 Bond website

**Department:** Office of the Bond

**Media Entity:** Katie Pohlman, Reporter, Advocate Magazine

**Dallas Fire-Rescue  
Media Requests  
July 1 – July 7**

**Monday, July 1<sup>st</sup>: Sent the Following Out to All Local Media Outlets**

***Dallas Fire Officials to Monitor 4<sup>th</sup> of July  
Fireworks Activities***

Dallas Fire-Rescue will lead efforts to monitor fireworks related activities this 4<sup>th</sup> of July. Fire Inspectors will monitor parks for illegal fireworks use at White Rock Lake and Mountain Creek Lake. City parks will close early on July 4<sup>th</sup>. Early closure of the parks has been a significant factor in the decline of the use of illegal fireworks at these locations.

On July 4<sup>th</sup>, Dallas Police Officers will join Fire Inspectors in patrolling neighborhoods for illegal fireworks use and responding to complaints received through fire and police dispatch centers. Teams will be assigned throughout the city from 6:00 pm until midnight responding to calls as they are received.

Additionally, three (3) wildland boosters will be staffed on July 4<sup>th</sup> to patrol high risk areas in the City. These proactive measures are intended to help reduce the reflex time required to get resources on location to grass fires during the holiday. The Emergency Response Bureau will also place Marine 1 in service at Lake Ray Hubbard, on July 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> to provide safety for its Citizens over the holiday weekend.



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New this year, DFR Fire Inspectors and Dallas Police Officers will be hosting two (2) block parties, to include food, drinks, a DJ, entertainment and fire educational materials, this 4<sup>th</sup> of July. Based upon the previous year's data compiled by DPD, DFR Communications, Inspections and Investigations Divisions, the decision was made to host the parties at the following locations:

- Roseland Homes – 3335 Munger Avenue
- Polk Park Neighborhood – 6801 Roper Street

The parties will take place between 6:00 p.m. and 10:00 p.m. to cover the peak hours when fireworks are most used.

According to the National Fire Protection Agency, injuries resulting from fireworks injure thousands of people every year with the majority being children and teenagers. The risk of fireworks injury is two and half times higher for children ages 10-14 than the general public.

### **FIREWORKS ARE ILLEGAL IN DALLAS**

Dallas Fire-Rescue wants to remind everyone that fireworks are illegal in the City of Dallas and up to 5,000 feet outside the city limits. Anyone in possession of or using fireworks will have the fireworks confiscated and a citation will be issued. Fines can be up to \$2,000.

### **LEAVE FIREWORKS TO THE PROFESSIONALS PERMITTED FIREWORKS SHOWS**

Permitted fireworks displays are scheduled July 3<sup>rd</sup> and July 4<sup>th</sup>.

#### **Wednesday, July 3<sup>rd</sup>**

Red, White and Boom on the Bridge - Margaret Hunt Hill Bridge

#### **Thursday, July 4<sup>th</sup>**

Fair Park Fourth

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### **Thursday, July 4<sup>th</sup>**

Five on the 4<sup>th</sup> – Klyde Warren Park

Fire personnel will inspect and monitor each location.

**Tuesday, July 2<sup>nd</sup>: KERA (Anthony Cave)** - Good morning Jason, Anthony here with KERA. I saw the fireworks enforcement press release, but do you have time for a quick radio interview to discuss?

**City Response** – Set them up with an over the phone interview with DFR’s Fire Marshal, Deputy Chief, Christopher Martinez.

**Tuesday, July 2<sup>nd</sup>: Dallas Morning News (Maria Vizcaino)** - Why is the city hosting the (July 4<sup>th</sup> block) parties at those specific locations? What kind of data led the department to choose these locations?

How many fines/citations did the City of Dallas issue on the 4<sup>th</sup> of July week last year for firework use and possession? How many fireworks were confiscated?

**City Response** - The locations were chosen based on data, from Communications, Inspections and Investigations Divisions, identifying them as locations having the highest use of fireworks. I was not part of the planning, so I don’t know exactly what kind of data was compiled.

Last year there were only 9 citations issued on the 4<sup>th</sup> of July for illegal use, possession of, fireworks. Over 8,600 lbs. were confiscated.

**Wednesday, July 3<sup>rd</sup>**: Dallas Police and Dallas Fire-Rescue put on a Facebook Live chat regarding 4<sup>th</sup> of July enforcement, and community engagement, efforts. However, due to an unspecified technical malfunction with Facebook, only a short portion of the video actually showed despite the video lasting approximately 15 minutes.

**Friday, July 5<sup>th</sup>**: Sent the Following Information to All Local Media Outlets

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## **DFR 2019 July 4<sup>th</sup> Summary**

**Dallas:** On the evening of July 4<sup>th</sup>, through the early morning of July 5<sup>th</sup>, Dallas Fire-Rescue Fire Prevention Officers, and Dallas Police Officers, teamed up to patrol each police subdivision for the illegal use/possession of fireworks. They also attended various public and private fireworks shows and pyrotechnic displays and public parks, to monitor for the illegal use of fireworks. The following information reflects **preliminary** data, relative to fireworks confiscation and citations issued, during those patrols:

**Citations Issued** – 25

**Fireworks Confiscated** – 2,543.7 lbs.

Fire Prevention Officers also hit the streets handing out educational materials aimed at a three-pronged approach of Education, Diversion and Enforcement. In the days leading up to, and during, the various July 4<sup>th</sup> activities, officers handed out an approximate total of 12,332 flyers.

The two block parties put on by DFR and DPD, at Roseland and K.B. Polk, were considered an effective diversionary tactic, and overall success, as estimated attendance figures were “over 100” and “over 250” respectively.

DFR is still in the process of finalizing the aforementioned data, in addition to figures pertaining to emergency response. We are looking to have those tallied in the near future, and will provide them when they are available.