

Memorandum



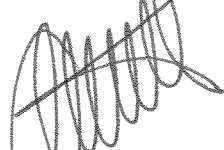
DATE September 11, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2015-16 Budget Workshop #10: Proposed Amendments**

On Wednesday, September 16, 2015, the City Council will discuss amendments to the FY 15-16 Budget. Briefing materials and amendments are attached for your review

Please let me know if you have any questions or need additional information.



A.C. Gonzalez
City Manager

Attachments

c: Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager
Eric D. Campbell, Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

FY 2015-16 Budget Workshop #10: Proposed Amendments

Dallas City Council - September 16, 2015

Overview

- ▶ City Manager's proposed budget for FY16 was balanced and presented to Council on August 11th
- ▶ Additional briefings were provided by staff and 40 town hall meetings have been held throughout the city
- ▶ Council proposed amendments were submitted to CM Gates (chair of Budget, Finance, and Audit Committee) on September 8th
- ▶ Straw votes on proposed amendments will be held during today's, September 16th budget workshop
 - ▶ Proposed amendments receiving majority support through straw votes will be incorporated into the FY16 budget ordinances
- ▶ Final approval of the FY16 budget ordinances and associated agenda items is scheduled for Tuesday, September 22nd at 7:00 a.m.
- ▶ FY16 will begin on October 1, 2015 and end on September 30, 2016

Amendment #1 (submitted by CM Griggs)

- ▶ Source of Funds: \$956,000 from Convention and Event Services
- ▶ Use of Funds: Transfer funds to Office of Cultural Affairs to benefit the arts
- ▶ Staff notes and impacts:
 - ▶ 2009 Convention Center Refunding Bond Ordinance pledged Hotel Occupancy Tax and civic center revenues to the payment of bonds and operation and maintenance of the Convention Center Complex

Amendment #1 (submitted by CM Griggs) Continued

- ▶ Staff notes and impacts (continued):
 - ▶ Convention and Event Services (CES) would need to reduce capital expenditure transfer, which would result in deferring previously identified and documented critical needs (+\$117m), such as mechanical, electrical and plumbing repair/replacement
 - ▶ Events continue to be impacted due to electrical and HVAC outages while clients are in the facility, which could result in cancellation of events and in extreme cases may lead to litigation from clients
 - ▶ Continuing to defer maintenance could jeopardize City's standing with bond holders, as City is required by bond ordinance to assure efficient and proper operation and maintenance of Convention Center

Amendment #2 (submitted by MPT Alonzo, CM Callahan, DMPT Wilson, CM McGough, CM Greyson, and CM Gates)

- ▶ Source of Funds: \$1,584,759 fuel savings
- ▶ Use of Funds: 6 council members submitted multiple amendments using fuel savings which are summarized on following slide

Council Member	Description	Added Cost
Alonzo	Animal services	\$1,000,000
Alonzo	Operating and project support to arts/cultural organizations	300,000
Alonzo	Senior services - home repairs (increase from \$565,000 to \$765,000)	200,000
Callahan	Road humps in District 5	50,000
Callahan	Bridge painting (Military over Buckner and Bucker at US 175)	500,000
Wilson	Senior services - home repairs (increase from \$565,000 to \$765,000)	200,000
McGough	2 multi-family code officers to assist with multi-family community prosecution pilot program in Northeast	190,770
McGough	6 multi-family code officers to follow through on additional changes to Chapter 27 and Neighborhood Plus citywide	572,310
McGough	2 pilot (north and south) proactive inspection teams consisting of police, code, and fire	504,226
Greyson	Animal services - enforcement and educational strategy for loose dogs in Southern Dallas	600,000
Gates	Animal services	500,000
Gates	Cultural arts	500,000
Gates	Code compliance services	500,000
	Total amendments using \$1,584,759 fuel savings	\$5,617,306

Amendment #3 (submitted by CM Clayton)

- ▶ Source of Funds: \$532,780 - from Wellness Program, eliminate 2 new positions and contract funds (total reduction is \$696,626 of which 76.48% is General Fund and 23.52% is other funds)
- ▶ Use of Funds:
 - ▶ \$185,000 for 9 cultural programs: Anita Martinez Ballet Folklorico (\$10K), Black Academy of Arts and Letters(\$10K), Dallas Black Dance Theatre (\$10K), Cara Mia Theatre (\$10K), Teatro Dallas (\$10K), TeCO Theatre (\$10K), Bath House Cultural Center (\$10K), Cultural Projects Program - special support (\$40K), and Dallas Children's Theatre (\$75K)

Amendment #3 (submitted by CM Clayton) Continued

- ▶ Use of Funds continued:
 - ▶ \$173,890 for Safe Routes Program
 - ▶ \$173,890 for construction of sidewalks at DART stops
- ▶ Staff notes and impacts:
 - ▶ Amendment will result in 62% reduction and leave \$429,603 for Chief Wellness Officer and 3 personnel in the employee fitness center
 - ▶ This reduction will eliminate contract funds and staff required to implement a comprehensive, citywide Wellness Program with goal of mitigating increases in City's overall employee health benefit cost and improving employee health and well-being. Wellness Program is designed to address the most costly, preventable health care costs related to heart disease, diabetes, and stroke.

Amendment #4 (submitted by CM Kingston)

- ▶ Source of Funds: Mixed beverage sales tax from Convention and Event Services (unspecified amount)
- ▶ Use of Funds: Transfer funds to Office of Cultural Affairs
- ▶ Staff notes and impacts:
 - ▶ Total estimate for FY16 is \$5,700,000
 - ▶ Based on bond covenants, State Mixed Beverage Gross Receipts Tax and the subsequent Mixed Beverage Sales Tax are pledged to the operation and maintenance of the Convention Center

Amendment #4 (submitted by CM Kingston) Continued

- ▶ Staff notes and impacts (continued):
 - ▶ Convention and Event Services (CES) would need to eliminate entire capital expenditure transfer for FY16, which would result in deferring previously identified and documented critical needs (+\$117m), such as mechanical, electrical, and plumbing repairs/replacements
 - ▶ Events will continue to be impacted due to electrical and HVAC outages while clients are in the facility, which could result in cancellation of events and in extreme cases may lead to litigation from clients
 - ▶ Continuing to defer maintenance could jeopardize City's standing with bond holders, as City is required by bond ordinance to assure efficient and proper operation and maintenance of Convention Center
 - ▶ In addition to eliminating capital expenditure transfer for FY16, CES would need to reduce operating expense, including reductions in annual maintenance, cleaning and security
 - ▶ If CES does not have sufficient revenues to cover expenses as a result of this reduction, General Fund could be required to cover expenses, as required by the bond ordinance

Amendment #5 (submitted by CM Kingston)

- ▶ Source of funds: \$13,909,655 from various services and departments
- ▶ Use of Funds: None specified
- ▶ Staff notes and impacts:
 - ▶ Appendix A includes list of proposed reductions identified by CM Kingston along with staff impact statements

Summary of Amendments Received Impacting General Fund

- ▶ Source of Funds - 5 proposed decreases in expenses or increases in revenues
- ▶ Use of Funds - 5 proposed areas for use of the identified source of funds

Source of Funds

▶ City Manager

- 1) \$1,584,759 - Fuel savings resulting from projected lower fuel prices

▶ CM Griggs

- 2) \$956,000 - Convention and Event Services funds

▶ CM Clayton

- 3) \$532,780 - Wellness Program funds from elimination of 2 new positions and contract funds

▶ CM Kingston

- 4) Unspecified amount - Mixed beverage sales tax from Convention and Event Services (total estimate for FY16 is \$5,700,000)
- 5) \$13,909,655 - various expense reductions from 14 offices and departments (see appendix A for complete list with staff impact statements)

Use of Funds

- 1) Cultural Arts – CM Griggs, MPT Alonzo, CM Clayton, CM Gates, and CM Kingston
- 2) Animal Services – MPT Alonzo, CM Greyson, and CM Gates
- 3) Code Compliance – CM McGough and CM Gates
- 4) Senior Services – MPT Alonzo and DMPT Wilson
- 5) Other initiatives – CM Callahan and CM Clayton

Council Member	Source of Funds	No Amendment	(1) Cultural Arts	(2) Animal Services	(3) Code Compliance	(4) Senior Services	(5) Other Initiatives	Description
CW	Rawlings	None						
1	Griggs	CCT Funds	956,000					
2	Medrano	None						
3	Thomas	None						
4	Arnold	None						
5	Callahan	Fuel					50,000	Road humps (District 5)
5	Callahan	Fuel					500,000	Bridge painting
6	Alonzo	Fuel		1,000,000				
6	Alonzo	Fuel	300,000					Project support to arts/cultural organizations
6	Alonzo	Fuel				200,000		Home repair program
7	Young	None	None					
8	Wilson	Fuel				200,000		Home repair program
9	Clayton	Wellness	185,000					9 specific cultural organizations
9	Clayton	Wellness					173,890	Safe Routes Program
9	Clayton	Wellness					173,890	Sidewalks at DART stops
10	McGough	Fuel			190,770			2 multi-family officers (community prosecution pilot program in NE)
10	McGough	Fuel			572,310			6 multi-family officers
10	McGough	Fuel			504,226			2 pilot proactive inspection teams including DPD, Code, DFR
11	Kleinman	None	None					
12	Greyson	Fuel		600,000				Enforcement and educational strategy for loose dogs
13	Gates	Fuel		500,000				
13	Gates	Fuel	500,000					
13	Gates	Fuel			500,000			
14	Kingston	Mixed Bvrg. sales tax	Not Specified					Total estimate for FY16 is \$5,700,000
14	Kingston	Various cuts						Appendix A includes list of reductions and impact statements (\$13,909,655)

Other Adjustments

Adjustment #1 (submitted by City Manager) Youth Commission

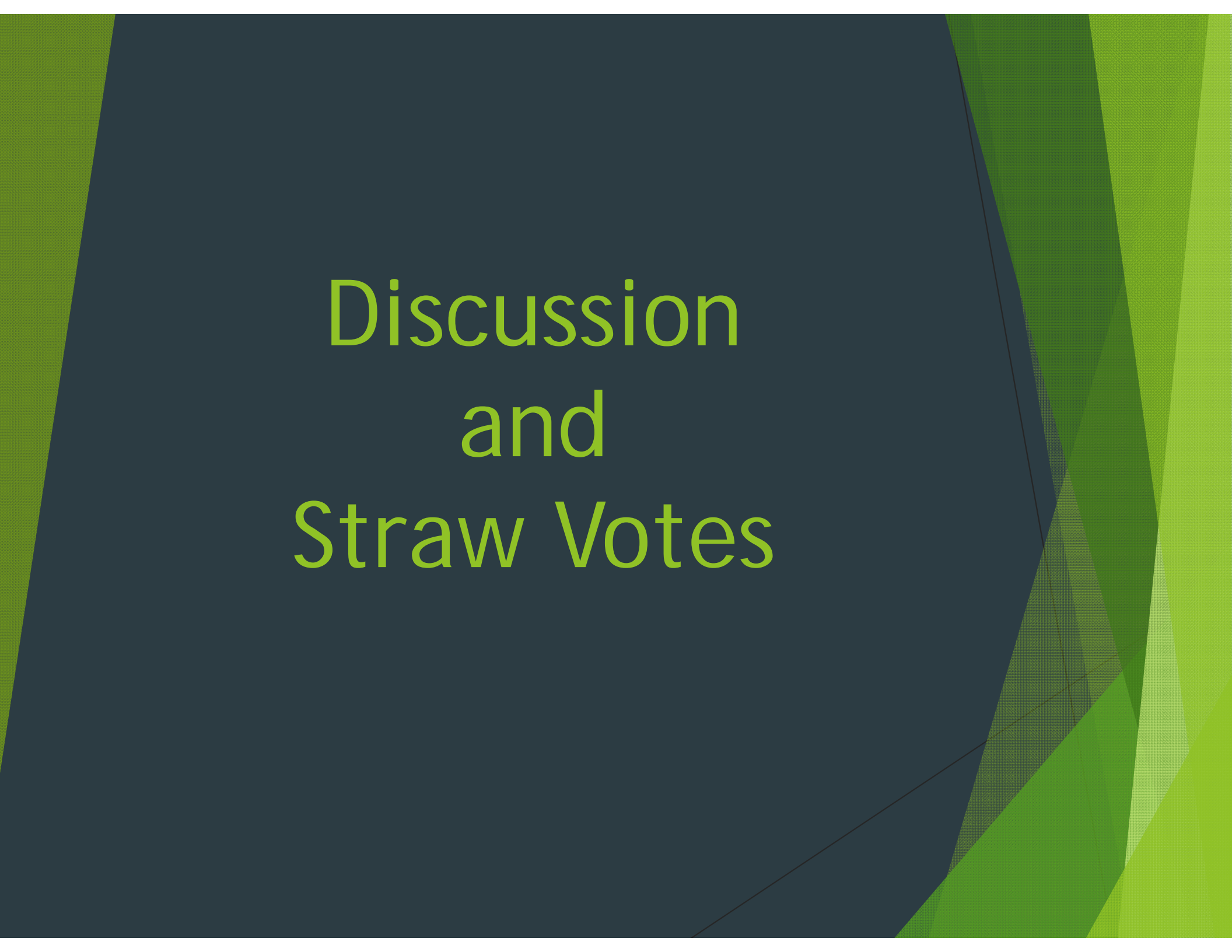
- ▶ Transfer \$25,000 from Park and Recreation to Intergovernmental Services to oversee start-up of Youth Commission

Adjustment #2 (submitted by City Manager) Capital Improvement Budget

- ▶ Source of Funds: Accelerate \$7.3m of existing voter-approved street proposition bond funds from FY17 to FY16
- ▶ Use of Funds: Street and alley improvements to achieve over-all zero degradation in street condition in upcoming fiscal year (\$7.3m is in addition to \$16.7m already included in proposed budget)

Adjustment #3 (submitted by City Manager) Department of Aviation

- ▶ Source of Funds: \$2.66m additional concession revenue from car rental at Love Field
- ▶ Use of Funds: Increase transfer to Aviation Capital Construction Fund



Discussion and Straw Votes

Council Member		Source of Funds		Use of Funds	
CW	Rawlings	No Amendment	0	No Amendment	0
1	Griggs	CCT Funds	956,000	Cultural arts	956,000
2	Medrano	No Amendment	0	No Amendment	0
3	Thomas	No Amendment	0	No Amendment	0
4	Arnold	No Amendment	0	No Amendment	0
5	Callahan	Fuel savings	550,000	Road humps (District 5)	50,000
5	Callahan	Fuel Savings	0	Bridge painting	500,000
6	Alonzo	Fuel savings	1,500,000	Animal Services	1,000,000
6	Alonzo	Fuel savings		Cultural arts - operating and project support to organizations	300,000
6	Alonzo	Fuel savings		Senior home repair program	200,000
7	Young	No Amendment	0	No Amendment	0
8	Wilson	Fuel savings	200,000	Senior home repair program	200,000
9	Clayton	Wellness	532,780	9 cultural arts programs and organizations	185,000
9	Clayton	Wellness		Safe Routes Program	173,890
9	Clayton	Wellness		Sidewalks at DART stops	173,890
10	McGough	Fuel savings	1,267,306	2 multi-family officers (community prosecution pilot in NE)	190,770
10	McGough	Fuel savings		6 multi-family officers	572,310
10	McGough	Fuel savings		two pilot proactive inspection teams including DPD, Code, DFR	504,226
11	Kleinman	No Amendment	0	No Amendment	0
12	Greyson	Fuel savings	600,000	Animal Services - enforcement and education strategy	600,000
13	Gates	Fuel savings	1,500,000	Animal Services	500,000
13	Gates	Fuel savings		Cultural arts	500,000
13	Gates	Fuel savings		Code Compliance	500,000
14	Kingston	Mixed beverage sales tax	Not specified	Cultural arts	Not Specified
14	Kingston	Various	13,909,655	Not Specified	Not Specified

Appendix A

CM Kingston Reduction Options
and Staff Impact Statements

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Purchasing	5.11	Business Inclusion	\$531,574	\$574,777	\$531,574	\$43,203		Funding for the module added to City's MWBE Program database to improve communications and transparency with the City's vendors. Increase in salary costs due to vacant manger position assumed to be filled at salary mid-point for position's grade level.
City Attorney	1.19	Municipal Prosecution	\$1,944,321	\$2,091,144	\$1,944,321	\$146,823	reduce citations; family violence inappropriate	The proposal to reduce Municipal Prosecution's proposed budget by \$146,823 would negatively affect CAO's ability to prosecute all Class C misdemeanors and civil citations in the municipal courts. CAO would be forced to keep any prosecutor positions that became vacant frozen in FY16 and, in case of minimal turnover, eliminate as many as 2 prosecutor positions. Staffing levels in Municipal Prosecution have already been reduced in FY16 to reflect a decrease in court activity/citations. Further reductions in staffing levels will likely result in the elimination of a court and prolonged processing times by Municipal Courts.
City Attorney	1.28	Police Legal Liaison	\$475,387	\$631,512	\$475,387	\$156,125		Police Legal Liaison handles the most complex and time-consuming open records requests for DPD, such as media, disciplinary investigations, and criminal investigations, and is on track to respond to approximately 1,400 open records requests by year-end. Responding to these requests often means reviewing files containing thousands of pages of documents, and multiple CDs and DVDs containing dashcam footage and audio recordings. The utilization of body camera technology by DPD will further increase the number of complex and time-consuming public information requests answered by Police Legal Liaison. To help alleviate the backlog in processing open records requests and maintain an efficiency level, the proposed FY16 budget reassigned 1 attorney position from Municipal Prosecution to Police Legal Liaison. The proposal to reduce Police Legal Liaison's budget by \$156,125 would eliminate \$72,834 in funding for this newly-reassigned position. The remaining budget savings would need to be generated by a hiring freeze. Given that there are only 5 staff members in this section, a reduction in force of 1 FTE would reduce this section's workload capacity by around 20 percent at a time when the workload will significantly increase due to the introduction of bodycams.
City Attorney	3.6	Code Litigation	\$951,537	\$1,043,162	\$951,537	\$91,625		Reducing Code Litigation's proposed budget by \$91,625 would need to be absorbed by a hiring freeze, and potentially, a reduction in force that would handicap this section's ability to assist departments and the community in resolving ongoing neighborhood quality-of-life issues via the enforcement of code, zoning, criminal nuisance, and fair housing laws. A total of 11 FTEs are assigned to this service, including 6 attorneys. An extended hiring freeze or reduction in force of even 1 FTE would likely result in extended turnaround times and project delays, with negative effects on neighborhood quality of life.

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
City Attorney	3.7	Community Prosecution	\$2,432,287	\$2,832,408	\$2,424,974	\$407,434		The result of reducing Community Prosecution's proposed budget by \$414,146 would be that service levels at multi-family locations and neighborhoods would not be enhanced as proposed. Funding to add a community court that will serve the Northeast Patrol division along with 1 new Case Worker and Coordinator to staff the court, which includes the Vickery Meadow neighborhood, would be eliminated. Additionally, \$41,773 in revenues from the Vickery Meadows Public Improvement District to fully reimburse the City for 1 FTE will not be received. As well, 1 new attorney position that would focus exclusively on employing community prosecution strategies at the highest-risk multi-family properties in the city would not be added. The remaining budget savings would need to be generated by a hiring freeze and reduction in force equivalent to approximately 3 FTEs. A reduction in force would reduce this section's ability to utilize civil and criminal litigation and creative problem-solving strategies to file lawsuits related to substandard housing and illegal businesses, prosecute criminal offenders, and serve as the prosecutors in the 3 community courts located in South Dallas, South Oak Cliff, and West Dallas.
City Attorney	3.13	Environmental	\$81,818	\$96,308	\$81,818	\$14,490	prosecute 470 cases with 0.8 FTE; budgeted for 300 cases at 1 FTE	Environmental Enforcement, Compliance, and Support is fully reimbursed by Storm Water Management Services, an Enterprise Fund. In FY15, expenses for supplies and services were lower than budgeted, primarily because the expenses were incorrectly charged to the wrong unit. This error will be corrected in FY16, as such, a reduction in Storm Water's reimbursement to the City Attorney's Office of \$14,490 would not allow CAO to fully recover projected overhead/indirect costs associated with providing this service.
City Attorney	5.45	Litigation	\$5,131,969	\$5,273,401	\$5,131,969	\$141,432	We want less eminent domain	The proposal to reduce Litigation services by \$141,432 would negatively affect collections efforts, result in foregone revenues greater than cost cuts, and result in project delays due to lower staffing levels. Currently, only 2 attorneys and 2 legal assistants are charged with collecting over 3,400 delinquent accounts valued at an estimated \$39.4M. A total of \$72,834 for 1 attorney position to be reassigned from Municipal Prosecution to Collections would be eliminated and an additional \$200,000 in forecasted collections revenue would not be obtained. Furthermore, a Dallas Water Utilities reimbursement for 1 position that was hired mid-year at a rate higher than the incumbent would be reduced by \$9,157. A reduction in the DWU reimbursement would not allow the City Attorney's Office to recover 12 months of salary costs for this position. Additional savings would be generated by a hiring freeze and reduction in force equivalent to approximately 1 FTE that would reduce Litigation's ability to represent the City, its officers and its employees in lawsuits, claims, and appeals and increase late-night and weekend work by overworked senior attorneys, increasing attrition and compounding the department's inability to provide Charter-mandated services.

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
City Controller	5.12	Cash and Debt	\$647,497	\$664,430	\$647,479	\$16,951		The increase in FY16 Proposed Budget compared to FY15 estimate is due to projected increases in compensation costs (merits, pension, and health benefits) for the 5 existing staff. To achieve the proposed reduction, the use of Bloomberg Professional Service (approx. \$25k/year) would be eliminated. This will negatively impact the City's investment management program by eliminating the secure platform for executing investment purchases; the independent verification of the market value of securities pledged as collateral of City deposits; and the ability to verify brokers' offers with the market, potentially leading to higher costs for purchased securities. Staff would shorten the maturities of the City's investments and earnings would decline to the rate of return on overnight investments potentially costing the City \$7 million in investment earnings annually. The Bloomberg service was implemented in 2009 to reduce the City's cost of an investment advisory service of \$40k/year to \$25k/year through the Bloomberg Service.
City Controller	5.32	Financial Reporting	\$1,920,911	\$2,153,486	\$1,920,911	\$232,575		Additional funding included in this service for FY16 Proposed Budget is for additional staffing in Payroll and HR to backfill critical positions during the implementation of a new payroll system included in the FY16 capital budget. If the City were to move forward with the payroll system replacement without the backfilled positions, the City Controller's Office would reduce or eliminate the amount of training and system testing done to support the upgrade since the City's weekly payrolls must continue to be processed during the upgrade implementation.
City Manager	5.14	City Administration	\$2,413,623	\$2,570,409	\$2,388,623	\$181,786	Last year -\$25k pay cut for AC	Reduction to CMO would require RIF of three existing employees (2 executive secretaries and 1 executive assistant) in addition to a pay decrease by the City Manager. A decrease in pay to the City Manager will require Council to amend the approved contract. Increases in CMO budget were due to civilian merits and increased costs to CIS, Risk, and Benefits. No other increases were proposed, and as such any reductions will require a reduction in staff. Any reduction would result in reduced administrative support to the Assistant City Managers. These staff members are responsible for coordination of executive calendars; responding to open records requests; coordination of background reviews for Board and Commission appointments; working with citizens to resolve issues related to City services; administrative support and coordination for Council committees; and coordination, review, and production of Council agenda items for their respective ACMs departments.

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
City Secretary	5.7	Archives	\$112,345	\$171,690	\$112,345	\$59,345	no justification for 1 FTE	<p>Position Description/Justification: The proposed budget includes the position of a coordinator to assist the certified archivist. For several years, the City Secretary has reported the ever increasing workload for the City Archivist. This one-man office cannot continue to render service to the public or process historical files at an acceptable level without qualified, experienced, and daily support. For years, the City Secretary's Office has noted in its budget submissions the need to provide for support and succession planning in the Archives Division.</p> <p>Currently, when the Archivist is out, the service level to citizens comes to a halt. The level of knowledge required to properly support the Archivist is extensive and no current employee is able to provide the back up support needed. In the event the city loses its Archivist, the Archives Division will cease to operate until such time as an Archivist is hired. Currently, other department staff provides general assistance to the Archivist. Impact of Not Funding Position: If the Coordinator position is not approved, the City Secretary's Office will reorganize its operations and remand certain programs to the City Manager for assignment to another department, i.e., Administrative Actions/Change Orders and the Permit and License Appeal Board. The reorganization will provide for temporary assistance, at a general level, to the Archivist but would serve only as a temporary solution.</p>
Civil Service	5.4	Analysis, Development and Validation	\$574,739	\$805,623	\$574,739	\$230,884	costs per candidate up 60%?	<p>The proposal to cut \$230,884 from this service would mean that comprehensive, in depth job analyses for four police ranks will be canceled again and a hard-to-fill Test Validation Specialist position which was recently filled with someone from out of state will be eliminated. It has been more than 10 years since in depth job analyses were last conducted for the Police Officer Trainee, the Senior Corporal, Sergeant, and Lieutenant ranks. The results of these job analyses have passed their viability. A job analysis is a process used to identify essential skills, knowledges, and abilities of a job that are then used to develop job-related tests or selection instruments. New job analyses were planned but have been delayed for over a year. Having current job analyses will provide a legally defensible foundation for the examinations as prescribed by federal and other laws, rules, and regulations. The proposed reduction in funding would also mean the loss of one Test Validation Specialist position. This position is a hard-to-fill position and represents a loss of 17% of this service's workforce of six employees. With most of the police and fire eligible lists already expired or due to expire soon and the need to conduct comprehensive job analyses to ensure job-related tests for civilian classifications, the loss of this position will seriously jeopardize the testing processes as well as the City's ability to hire qualified employees to serve the citizens of Dallas.</p>

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Civil Service	5.5	Civilian processing	\$725,117	\$765,656	\$500,000	\$265,656	less hiring this year should produce fewer applications	The reduction of \$265,656 from this service will mean the loss of four analysts from this team. This will negatively impact critical components of application processing, eligible list provision and customer service to departments. Reconfiguring the team to absorb the loss will result in more work for those who remain and will result in a delay in advertising positions, reviewing applications and referring eligible lists to the departments. Less hiring does not necessarily correlate to fewer applications. For example, some job classifications (e.g., Fire Rescue Officer and Customer Service Representative C) can bring in over 1000 applications, while hard-to-fill-positions (e.g., IT Analysts and Electricians) might bring in 50 applications. The number of applications received depends on what positions are open throughout the year. The number of applications has been steadily increasing each year. It is estimated that the number reached in FY16 could climb to 80,000.
Civil Service	5.6	Uniform processing	\$545,669	\$562,307	\$500,000	\$62,307	workload dropping	A \$62,307 reduction in funding for this service will greatly affect applicant processing for police and fire positions. This process includes testing, scoring and traveling with the Police and Fire Departments to administer off-site testing. Funding is necessary to ensure applicants are processed and tested as quickly as possible. Reducing the funding will eliminate one person and impede the Police and Fire Departments' efforts to hire and promote unformed personnel. The workload for this service is not dropping. It is increasing. For FY16, this service will begin traveling with the Fire Department to provide off-site testing.
Code Compliance	3.1	Consumer Health	\$2,962,767	\$3,151,020	\$2,962,767	\$188,253		A reduction of \$188,253 to the Consumer Health service would eliminate contracted food inspections (1,040 inspections) and eliminate 1 FTE Sanitarian (880 inspections). This reduction of nearly 2,000 food inspections would result in not meeting the ordinance requirement of bi-annual inspections and the division would be unable to keep up with the growing demand for temporary and mobile inspections.
Court Services	1.2	Detention Center	\$1,385,721	\$1,518,544	\$1,385,721	\$132,823	workload dropping	CDC is currently operating at minimum staffing levels to provide safety, processing, monitoring and security of all individuals detained. A reduction of \$132,823 would result in elimination of 2 Detention Officers, increases to DPD's prisoner processing/wait time, eliminate facility safety improvement purchases and delay implementation of new technology to improve efficiency.
Court Services	1.6	Marshal	\$2,083,425	\$2,851,666	\$2,083,425	\$768,241	workload dropping	Adjustment would eliminate the request for 12 additional warrant enforcement officers and associated equipment, plus the reduction of current staff by one (1) Senior Deputy Marshal and three (3) Deputy Marshals. The reduction would reduce the ability to enforce warrants by 75%, deliver civil subpoenas and conduct prisoner transports. Projected revenue reduction resulting from lower compliance rate: (\$532,505).

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Court Services	1.17	Municipal Courts	\$8,415,204	\$7,207,898	\$3,000,000	\$4,207,898	dissolve courts	Impacts resulting from the reductions proposed to Court and Detention Services, Judiciary, Prosecution and the Marshals cannot be calculated until policy direction is given from City Council. For example, in the scenario proposed, 100% of Judiciaries' budget has been removed with the exception of the Community Courts. If there are no judges in Municipal Court, there is no need to retain \$3,000,000 of the \$7,207,898 proposed Municipal Court Services budget. The full \$7,207,898 and 93 FTEs can be reduced. Additionally, 100% of the \$14.7m revenue budget would be eliminated. Further policy direction is needed in order to make calculations and determine service impacts to citizens. A Municipal Court's briefing to the Ad Hoc Judicial Nominations Committee regarding this proposal is scheduled for Monday, September 14, 2015.
Human Resources	5.21	Compensation and Classification	\$436,936	\$481,792	\$400,000	\$81,792	lower hiring reduces demand	While there is, obviously, some correlation between staffing and compensation/classification services, it is not as direct a correlation as envisioned here. This staff performs a "one-fourth" review where they review one fourth of the city's job classifications each year to ensure the classification is correctly classified for FLSA purposes and that staff in the classification are actually performing the duties and responsibilities established in the classification. This is generally done in groups – so all laborers in Streets, for example, would complete a position description questionnaire outlining their duties and responsibilities. Whether there are 15 people in the classification or 10 does not change the amount of work the Comp/Class group has to do as the classification is looked at as a whole. Additionally, this staff reviews market data for compensation comparisons. They participate in salary surveys which gives us valuable information on market pay for jobs. Finally, they provide review of salary requests to help ensure internal equity across departments which helps eliminate situations where departments are cannibalizing staff from each other. This section had five people prior to the staff reduction in 2009.
Human Resources	5.38	HRIS and Payroll	\$1,644,890	\$1,731,215	\$1,489,625	\$241,590	return to 15 budget; reduced hiring reduces demand	This division 'inherited' 5,400 uniformed officers based on a recommendation from the City's Internal Controls group. The City's Internal Controls group looked at HR and the Controller's Office Payroll functions and made recommendations to modify processes so that HR took on all aspects of data entry. At the time of the study, HR did payroll changes for civilian departments while the Controller's Office did payroll changes for uniformed departments. The Internal Controls team recommended that HR complete all this work. The Auditor's Office agreed that the duties should be segregated for better internal controls. The City Controller's Office agreed to move employees from their section to HR to complete this work. The City Controller's Payroll service (5.47) shows the reduction of three staff members and notes the transfer of the work (and staff) to HR Payroll division. Eliminating the three transferred positions would effect ability to perform payroll functions for City employees.
Human Resources	5.39	HR Consulting	\$2,550,835	\$2,577,776	\$2,550,835	\$26,941	lower hiring reduces demand	This division consults on all manner of HR issues – employee grievances, disciplinary actions, appeals, conflict between employees and supervisors, investigations, EEOC complaints, etc. An adjustment to staffing level would be necessary or delayed hiring would be necessary to achieve the reduction.

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Judiciary	1.3	Civil Adjudication	\$426,962	\$437,565	\$0	\$437,565	dissolve courts	<p>§29.002 Texas Government Code creates a municipal court in every municipality. The elimination of the judicial branch of government will require Legislative action. It will result in no criminal or civil enforcement of City of Dallas ordinance cases (i.e. health, animal, environmental, fire, housing, zoning, taxicab and vehicles for hire); closing of all Community Courts; and no appellate process for parking, red light and school bus stop arm appeals. Negative impact in revenue collected.</p> <p>A more detail explanation for the elimination of the judicial branch of government will result:</p> <ol style="list-style-type: none"> 1. Negative impact in revenue collected 2. Continued obligation by the Texas Government Code to pay judge's salaries until their term expires (§30.00006(h))
Judiciary	1.5	Court Security	\$989,124	\$884,530	\$0	\$884,530	dissolve courts	<ol style="list-style-type: none"> 3. Increase obligation to Dallas County for housing and arraignment of COD cases/prisoners (Lew Sterrett Jail Contract) 4. Forfeit collection of the Juvenile Case Management Fee used to offset cost for DPD First Offender's Program (approximately \$400K) 5. Impact the filing of new cases and all pending trials, which would potentially cause major delays in trials and violate defendant's rights to a speedy trial 6. Trial delays can range anywhere from 4 months or longer, increasing the likelihood for a case to be dismissed for insufficient evidence because the issuing officer could not recall the facts in a case
Judiciary	1.18	Municipal Judges	\$2,426,948	\$2,171,978	\$0	\$2,171,978	dissolve courts	<ol style="list-style-type: none"> 7. Increase the burden on Dallas County judicial system if jurisdiction is transferred 8. All COD court of record appeals must be heard by a County Criminal Appeals Court which will result in an increase in overtime cost for DPD officers to make multiple appearances in court due to the likelihood of appeals (§30.00004 Texas government Code) 9. Reduce issuance and subsequent enforcement of Alias and Capias warrants 10. Increase backlog of outstanding Alias/Capias Warrants 11. Eliminate specialized dockets (Urban Rehabilitation, Housing, Fire Code, Dangerous Dog/Cruelty to Animals, etc.) where the City has exclusive jurisdiction (§29.003(a) Texas Government Code and Art. 4.14(a) Texas Code of Criminal Procedure) 12. No other court has jurisdiction over taxicab and other vehicles for hire offenses and zoning violations (§27.-16.12 Dallas City Code) 13. No other court has jurisdiction over urban rehabilitation offenses (§27-16.3 Dallas City Code) 14. Eliminate Family Violence and Juvenile specialized dockets 15. No appellate process for parking, red light and school bus stop arm appeals (§28-215 and 28-232 Dallas City Code and 29.003(g) Texas Government Code) 16. Eliminate the enforcement of Junk Motor Vehicle Seizure Orders and other code compliance violations 17. No criminal enforcement of ordinance cases 39.004(a) Tex. Government Code and Art. 4.14(a) Texas 18. No other court has jurisdiction over substandard structures (§214.001(p) Texas Local Government Code) 19. Closing of 3 Community Courts 20. Minimum or no revenue from cases filed in other municipalities/court 21. Pay out of unemployment benefits for approximately 58 employees 22. Lump sum retirement benefits pay out of approximately \$250K

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Management Services	2.37	Resiliency Office	\$0	\$292,258	\$0	\$292,258	great idea; forrest already works here	Funds to support this service are provided by Rockefeller grant and budgeted as revenue. The grant revenue is not available for reprogramming to other General Fund uses.
Management Services	5.48	PIO	\$1,445,966	\$1,522,304	\$0	\$1,522,304	waste of money; cut communication s to core functions and consolidate in Secretary's office	The Public Information Office is home to open records, the broadcasting team, a graphic artist and five public information officers. Open records is a state-mandated function. Dissolving that is not an option. Dissolving the rest of the department would eliminate the broadcast of any meetings and our ability to provide A/V support and video production. It would also eliminate the central communications service that is provided by PIO to the city; that includes the management of communications during crises, media relations, managing press conferences and media events, providing interviews, writing speeches, creating graphics and collateral for departments and council members and providing information about city news, events and services to our residents.
Mayor and Council	5.3	M/C Support	\$4,114,863	\$4,379,199	\$3,954,178	\$425,021		The following would be needed in order to achieve the proposed \$425,021 reduction. Reduce 4.5 positions at \$313,469 (includes full benefits) and eliminate the proposed \$112,000 for public relations and community outreach. The proposed budget reductions would eliminate 3 double-filled council assistant positions and 1 full time secretary position. The reduction of the secretary position would eliminate the "office floater" to cover for council districts that are short staffed due to employee taking sick, vacation or other leave. Eliminating the proposed funding for public relations and community outreach would potentially impact Council member event outreach to citizens.

Dept	KFA #	Service	FY15 Estimate	FY16 Proposed	CM Kingston Proposed	CM Kingston Savings	CM Kingston Notes	Staff Impact Statement
Economic Development	2.1	Area Redevelop.	\$888,124	\$910,495	\$888,124	\$22,371	they did fine last year	The following options are assuming reductions from Economic Development General Funds. Given that approximately 32.7% of the Office of Economic Development Budget is General Fund, a reduction of \$477,825 would constitute a (26.2%) reduction. Area Redevelopment: General Fund proposed relates to non-TIF reimbursable activities of assigned staff (i.e. Cypress Cove). As of FY15 Q3, the unit was fully staffed, so to do this reduction, a filled position in another unit would have to be eliminated (1 RIF). Business Development: (-\$286,006) and (-3 positions): 2 Senior Coordinator positions and 1 Economic Development Analyst position. Impact:
Economic Development	2.4	Business Development	\$944,975	\$1,224,037	\$944,975	\$279,062	they did fine last year	Elimination of 2-Senior Coordinator positions would impact the Business Expansion and Retention program that focuses on company and job retention and leveraging of private investment for the tax base, supporting job and business growth, as well as, the development around Executive Airport. The unit is already understaffed, impacting staff's effectiveness, response capabilities and potential loss of projects, investment and jobs. In addition, the elimination of the Economic Development Analyst in this division is a loss of annual contract compliance capabilities and negative impact on process and project oversight which could result in audit findings. Major Projects and Other Programs: (-\$89,614) and (-1 RIF). Impact: Eliminates 1-Sr. International Coordinator position associated with development of business relations between Dallas and Africa, including seeking African foreign investment into Dallas. Small Business Initiatives: (-60,769) and (-1 Position). Impact: Eliminates 1-Economic Development Analyst position responsible for contract administration for 3 HUD/CDBG funded Business Assistance Centers, including monitoring for compliance. Research and Information Services: (-40,870) and (-1 RIF). 1 Economic Development Analyst position (elimination of est. 65% of funding of a filled position). Impact: Eliminates 1-Economic Development Analyst filled position responsible for research, statistical analysis and reports that respond to City Council District requests, GrowSouth and Business Development research and requests.
Economic Development	2.13	Major Projects	\$618,284	\$734,002	\$618,284	\$115,718	they did fine last year	
Economic Development	2.14	Research and Information	\$510,641	\$571,315	\$510,641	\$60,674	they did fine last year	
Police	general	Unspecified					command is top heavy	1. One of the smallest command staff per officer ratio in the Country; 2. Succession planning is extremely important due to pending retirements; 3. No budget impact due to civilianization efforts.

\$13,909,655

Appendix B

Amendments Submitted by Council Members

Pazar, Elizabeth

From: Griggs, Scott
Sent: Wednesday, September 09, 2015 10:03 AM
To: Gates, Jennifer
Cc: Gonzalez, AC; Ramon, Herminia
Subject: Additional Budget Amendment

Jennifer:

Per the memorandum of September 4, 2015, I would like to have \$956k from the Convention & Event Services transferred to the Office of Cultural Affairs for to benefit the arts.

Regards,
Scott

Memorandum



CITY OF DALLAS

DATE September 9, 2015

TO Council Member Jennifer Gates

SUBJECT **FY 2015-2016 Proposed Budget Amendments**

I will not be submitting Budget Amendment for the FY 2015-2016.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Medrano".

Adam Medrano
Council Member
District 2

Memorandum



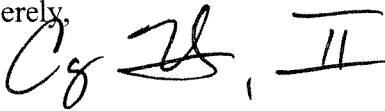
DATE September 9, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2015-2016 Proposed Budget Amendments**

Please be informed I do not have any amendments for the proposed FY 2015-2016 budget.
If you should have any questions please contact my assistant, Shanna Ellison, at 214-670-0777.

Sincerely,



Casey Thomas, II
Councilmember
District 3

Memorandum



CITY OF DALLAS

DATE September 11, 2015
TO The Honorable Mayor and Members of the City Council
SUBJECT FY 2015-16 Proposed Budget Amendments

Please be informed that I do not have any amendments for the proposed FY 2015-16 budget. If you should have any questions please contact my assistant, Corey Morgan at (214) 670-0781

Sincerely,

A handwritten signature in cursive script that reads "Carolyn King Arnold".

Carolyn King Arnold
Councilmember
District 4

Memorandum



CITY OF DALLAS

DATE September 11, 2015

TO Councilmember Jennifer S. Gates

SUBJECT FY 2015-16 Proposed Budget Amendments

I am submitting a budget amendment for FY 2015-16 in the amount of \$550,000 to be taken from the fuel savings to be as follows:

Road humps (District 5)	\$50,000
Bridge Painting- Military over Buckner and Buckner at US 175	\$500,000
Total:	\$550,000

A handwritten signature in black ink that reads "Rickey D. Callahan".

Rickey D. Callahan
City Councilmember
District 5

Memorandum



DATE: September 8, 2015

TO: Jennifer S. Gates, Councilmember - Budget Finance & Audit Chair

SUBJECT: FY 2015-2016 Budget

Source of Funds **\$1, 500,000**

Fuel Savings

Use of Funds

- | | |
|---|-------------|
| 1. Increase funding for DALLAS ANIMAL SERVICES | \$1,000,000 |
| 2. Increase OFFICE OF CULTURAL AFFAIRS / Operating and Project Support to Arts/Cultural Organizations | \$ 300,000 |
| 3. Increase SENIOR AFFAIRS/ Home Repair Programs for Senior Citizens | \$ 200,000 |

Please contact my office should you have any questions or need additional information.


Mónica R. Alonzo
Mayor Pro Tem – District 6

- C: Rosa Rios, City Secretary
Warren M. S. Ernst, City Attorney
Craig Kinton, City Auditor
Daniel Solis, Administrative Judge
A.C. Gonzalez, City Manager
Ryan S. Evans, First Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Mark McDaniel, Assistant City Manager
Eric D. Campbell, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Office
Elsa Cantu, Assistant to the City Manager

"Dallas – Together, we do it better!"

Memorandum



CITY OF DALLAS

DATE September 11, 2015

TO The Honorable Mayor and Members of the City Council

SUBJECT FY 2015-16 Proposed Budget Amendments

Please be informed that I do not have any amendments for the proposed FY 2015-16 budget. If you should have any questions please contact my assistant, Parris A. Long at (214) 670-4689.

Sincerely,

A handwritten signature in cursive script, reading "Tiffinni A. Young".

Tiffinni A. Young
Councilwoman
District 7

Memorandum



CITY OF DALLAS

DATE September 11, 2015

TO Jennifer Staubach Gates, Councilmember-District 13

SUBJECT FY 2015-2016 Proposed Budget Amendments

Source of Funds

Fuel Savings

Use of Funds	Amount
Senior Home Repair	\$200,000

Should you need to reach me, please contact my assistant, Maria Salazar at 214-670-4066.

A handwritten signature in cursive that reads "Erik Wilson".

Erik Wilson
Deputy Mayor Pro Tem
District 8

c: Honorable Mayor Mike Rawlings and Councilmembers

Memorandum



DATE September 8, 2015

TO Jennifer S. Gates
Council Member

SUBJECT **FY 16 Proposed Budget Amendment**

Source of Funds: \$532,780*

\$123,530 – Eliminate two new staff support positions (one secretary and one project manager) for the Wellness Program.

\$409,250 – Eliminate \$128,486 from the current and \$280,764 from the proposed budget for Wellness Program contracts. The City Manager is directed to use services offered through the City's health benefits contract with United and the 3.0 FTEs that are budgeted for in the Employee Benefits Fund.

Use of Funds: \$532,780*

\$ 185,000 increase to the Office of Cultural Affairs budget as follows:

- \$10,000 – Anita Martinez Ballet Folklorico
- \$10,000 – Black Academy of Arts and Letters
- \$10,000 – Dallas Black Dance Theatre
- \$10,000 – Para Mia Theatre
- \$10,000 – Teatro Dallas
- \$10,000 – TeCO Theatre
- \$10,000 – Bath House Cultural Center
- \$40,000 – "Cultural Projects Program-Special Support"
- \$75,000 – Dallas Children's Theatre

\$173,890 increase for the Safe Routes Program.

\$173,890 increase for the construction of sidewalks at DART stops.

*Reflects General Fund allocation of Wellness Program expenses

Respectfully Submitted,


Mark Clayton
Council Member

Memorandum




DATE September 9, 2015
TO A. C. Gonzalez, City Manager
City Secretary
SUBJECT FY 2015-2016 Budget Amendment

In light of the fuel savings, in the amount of \$1.58 million, I offer the following amendment:

- | | |
|---|-------------|
| 1. Addition of two multi-family code officers to assist with the Multi-family Community Prosecution Pilot Program in the Northeast. | \$190,770* |
| 2. Addition of six multi-family code officers to follow through on additional changes to Ch. 27 and neighborhood plus city wide. | \$572,310* |
| 3. Funding for two pilot proactive inspection teams (north and south) consisting of a DPD Officer, Code Officer, and DFR Inspector. | \$504,226* |
| TOTAL: | \$1,267,306 |

*Enhanced training and ICC certification for each multi-family code officer is included in the total cost.


Adam McGough
City Councilmember – District 10

"Dallas, The City That Works: Diverse, Vibrant and Progressive."

Memorandum



DATE September 8th, 2015

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2015-2016 Proposed Budget Amendments**

Please be informed I do not have any amendments for the proposed FY 2015-2016 budget. If you should have any questions please contact my assistant, Sophia Figueroa at 214-670-7817.

Sincerely,



Lee M. Kleinman
Council Member
District 11

Memorandum



CITY OF DALLAS

DATE September 11, 2015

TO Jennifer Gates
Councilmember

SUBJECT AMENDED 2015/16 BUDGET AMENDMENT

After further discussions with city staff regarding their updated plans for changes to Animal Services and the funding for those changes, I am submitting this amended request:

Animal Services - \$600,000 - for an enforcement and educational strategy for loose dogs in Southern Dallas.

I still support using \$3M in reserve funds for streets and alleys and also support the acceleration of \$7.3M of street proposition bond funds.

If you need additional information, please contact my office at 214-670-4067.

A handwritten signature in cursive script that reads "Sandy Greyson".

Sandy Greyson
Councilwoman - District 12

c: Honorable Mayor and Councilmembers
City Manager A.C. Gonzalez

Memorandum



DATE September 9, 2015

TO City Manager A.C. Gonzalez

SUBJECT **FY 2015-2016 Budget Amendments**

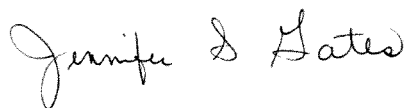
Source of Funds: Fuel savings

Allocation:

\$500,000 - Animal Services

\$500,000 – OCA

\$500,000 – Code Compliance Services



Jennifer S. Gates
Council Member - District 13

CC: The Honorable Mayor and Members of the City Council

Pazar, Elizabeth

From: Kingston, Philip
Sent: Tuesday, September 08, 2015 2:22 PM
To: Gates, Jennifer
Cc: Chipperfield, Jeanne
Subject: Re: BF&A

I propose a budget amendment to move the mixed beverage sales tax to OCA.

From: Kingston, Philip
Sent: Tuesday, September 1, 2015 1:27 PM
To: Council Members
Cc: Gonzalez, AC
Subject: budget cuts
Attachments: budget cuts 15-16.pdf

Here are at least \$13mm in proposed cuts in budget book/KFA order with notes. I think we could also save money in police command staff compensation (because of excessive promotions) and in fire overtime, but I don't have good numbers for those.

These cuts are mostly just in line with Medrano's suggestion that we hold staffing steady from last year. I didn't do a 3% merit pool calculation, but that should be simple enough to calculate. I will be going back through the KFAs and departmental budgets to look for more cuts related to policy and efficiency. I encourage you all to do the same.

In an effort to lead from the front, I have proposed cuts in both the council's and manager's offices.

dept	KFA #	14-15 est	15-16 prop	ptk prop	savings	notes
BDP						
S	5.11	531574	574777	531574	43203	
						reduced citations; family violence
CAO	1.19	1944321	2091144	1944321	146823	inappropriate
CAO	1.28	475387	631512	475387	156125	
CAO	3.6	951537	1043162	951537	91625	
CAO	3.7	2432287	2832408	2424974	407434	
						prosecute 470 cases with .8 fte; budgeted for
cao	3.13	81818	96308	81818	14490	300 cases at 1.0 fte
cao	5.45	5131969	5273401	5131969	141432	We want less eminent domain
cco	5.12	647497	664430	647479	16951	
cco	5.32	1920911	2153486	1920911	232575	
cmo	5.14	2413623	2570409	2388623	181786	last year -\$25K pay cut for AC
cso	5.7	112345	171690	112345	59345	no justification for +1 FTE
civs	5.4	574739	805623	574739	230884	costs per candidate up 60%?!
						less hiring this year should produce fewer
civs	5.5	725117	765656	500000	265656	applications
civs	5.6	545669	562307	500000	62307	workload dropping
ccs	3.1	2962767	3151020	2962767	188253	
cds	1.2	1385721	1518544	1385721	132823	workload dropping
cds	1.6	2083425	2851666	2083425	768241	workload dropping
cds	1.17	8415204	7207898	3000000	4207898	dissolve courts
hr	5.21	436936	481792	400000	81792	lower hiring reduces demand
						return to '15 budget; reduced hiring reduces
hr	5.38	1644890	1731215	1489625	241590	demand
hr	5.39	2550835	2577776	2550835	26941	lower hiring reduces demand
jud	1.3	426962	437565	0	437565	dissolve courts
jud	1.5	989124	884530	0	884530	dissolve courts
jud	1.18	2426948	2171978	0	2171978	dissolve courts
ms	2.37	0	292258	0	292258	great idea; Forrest already works here

						waste of money; cut communications to core
ms	5.48	1445966	1522304	0	1522304	functions and consolidate in Secretary's office
mc	5.3	4114863	4379199	3954178	425021	
oed	2.1	888124	910495	888124	22371	they did fine last year
oed	2.4	944975	1224037	944975	279062	they did fine last year
oed	2.13	618284	734002	618284	115718	they did fine last year
oed	2.14	510641	571315	510641	60674	they did fine last year

dpd general

command is top heavy
13909655