

# Memorandum



CITY OF DALLAS

DATE June 28, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Office of Bond and Construction Management – Follow-up to the June 17, 2024, Transportation and Infrastructure Committee Meeting**

On June 17, 2024, the Transportation and Infrastructure Committee (Committee) was provided with a packet that outlined the Office of Bond and Construction Management's (BCM) mission and goals. The packet included an overview of the current year budget, the planned budget as of Summer 2023, and an update on various budget initiatives.

The following information is provided in response to comments posed by members of the Committee.

- In the FY2025 Proposed Budget, please denote the specific cost for the implementation of the bond program. This cost should be clearly separated from other budgeted services and staff.
  - FY 2025 Proposed Budget will include a section for Internal Service and Other Funds. BCM will be included in this section as an Internal Service Fund to account for staff and services supported through the City's bond program funds. BCM positions and services are only reflected in this section and will not be accounted for in the General Fund.
- Please provide the growth of BCM Internal Service Fund over time.
  - As part of the approved 2017 Bond Program, BCM was created as a separate office responsible for oversight and administration of all bond program funding, including funding approved prior to 2017. BCM provides data and support to the executive leadership team regarding the City's high-profile General Obligation Bond Programs. In previous bond programs, personnel services expenditures were accounted for in the administration cost of each approved project under each proposition. The Internal Service Fund was created to provide transparency and accountability for all bond-fund related expenditures in several City departments.

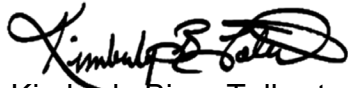
The FY 2018-19 adopted budget supported 160 positions, which included 125 existing positions reallocated from other departments.

The FY 2024-25 Proposed Budget (as of Summer 2023) supports 187 positions responsible for bond program project delivery and administrative expenses within BCM, Department of Public Works and Park and Recreation.

DATE June 28, 2024  
SUBJECT **Bond and Construction Management – Follow-up to the June 17, 2024,  
Transportation and Infrastructure Committee Meeting**  
PAGE **2 of 2**

Should you have any questions, please contact Jennifer Nicewander, P.E., Director of the Office of Bond and Construction Management, at [jennifer.nicewander@dallas.gov](mailto:jennifer.nicewander@dallas.gov) or 214-671-8450.

Service First, Now!



Kimberly Bizzor Tolbert  
City Manager (I)

c: Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Dominique Artis, Chief of Public Safety (I)  
Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Alina Ciocan, Assistant City Manager  
Donzell Gipson, Assistant City Manager (I)  
Robin Bentley, Assistant City Manager (I)  
Jack Ireland, Chief Financial Officer  
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)  
Directors and Assistant Directors