

# BUDGET HIGHLIGHTS

Additional detail on savings in the City's departments can be found in the individual department's pages within the budget document or on the City's Web site.

## CITY WIDE SAVINGS

- Save \$348,784 by replacing pay checks with pay cards used to access salaries or wages through an ATM. Pay cards may also be used as a debit card for purchases.
- Save \$1,568,802 and delete 29.9 FTEs through the implementation of the new Human Resource Information System. Additional efficiencies will be achieved by providing human resources services geographically instead of departmentally.
- Save more than \$20 million through the deletion of 433 funded civilian positions in the General Fund.
- Achieve additional savings through the elimination of 9 executive positions.
- Save \$728,194 by reducing the number of cell phones issued to City employees. Funding for cell phones has been dramatically reduced. City-funded cell phones will only be retained in those areas where they add significantly to customer service levels.
- Save \$707,963 by continuing reductions in travel and training instituted as part of mid-year reduction plan.
- Save \$62,542 by eliminating individual memberships in various professional organizations.
- Save \$31,008 by reducing periodical subscriptions.
- Save \$432,598 by a 25% reduction in office supplies.
- Save \$40,000 by eliminating the purchase of bottled water.

## **AVIATION**

- Add \$847,072 reimbursement to Police Department for enhanced public safety at Love Field including the new Canine Explosive Detection Squad.
- Add \$48,000 for the purchase of two ultra-low emission vehicles that will assist Love Field in complying with Texas Natural Resource Conservation Commission (TNRCC) and Aviation Department agreements.
- Add \$36,000 for replacement of the Noise Control Monitoring and Flight Track computer.

## **BUSINESS DEVELOPMENT AND PROCUREMENT SERVICES**

- Save \$238,000 by reducing 2 buyers, 1 Resource Link coordinator, and 1 vendor support coordinator.

## **CITY ATTORNEY'S OFFICE**

- Save \$549,594 through staff reductions with the possible need to retain outside counsel and delays in providing legal advice to City departments and boards and commissions.

## **CITY MANAGER'S OFFICE**

- Save \$157,526 and 2 FTEs for staff reductions in Intergovernmental Services, reducing contact and interaction with regional agencies and legislative activities at the state and federal levels.

## **CITY SECRETARY'S OFFICE**

### Elections

- Add \$687,500 for the May 2003 City Council election.

## **CIVIL SERVICE**

- Save \$146,329 by eliminating temporary help services, creating an opportunity to use a third-party provider and transferring full accountability of selection and use of temporary staffing to user departments.

## **CODE COMPLIANCE**

- Add \$350,000 for office relocation of Code Compliance Services staff from 500 S. Ervay to the Oak Cliff Municipal Center. This amount is partially offset by savings from janitorial, utility, and parking costs no longer required at 500 S. Ervay for a net cost of \$273,596.
- Add \$46,452 for full year funding of additional animal control officers added in FY 2001-02 to increase Animal Control efforts during evening and nights.
- Save \$150,673 and eliminate 3 FTEs in the service request staff, reassigning responsibilities to Code Compliance managers.
- Save \$300,676 by restructuring the Pet Canvassing Program to use volunteers for the distribution of educational materials and to conduct door-to-door canvassing of pet owners' registration of animals
- Convert 27 day labor FTEs to 21 regular FTEs (16 laborers, 1 title examiner, 1 abstractor, 4 clerks) to facilitate timely closure of hazardous structures and provide title services.
- Transfer \$593,587 and eight marshals and two inspectors to Court and Detention Services for the operation of the Chronic Illegal Dump Team. Code Compliance will continue to investigate illegal dumping activities, referring chronic violators to Court and Detention Services for stronger enforcement initiatives.
- Add \$84,377 for additional multifamily pool inspection efforts due to increased need for pool safety.
- Realize an estimated \$82,164 additional revenue by increasing the multifamily pool permit fee from \$135 to \$175 for the first pool and from \$90 to \$100 for each additional pool. Also increase pool class fees from \$18 to \$40 for Dallas residents and from \$24 to \$60 for non-residents.

## **COMMUNICATION AND INFORMATION SERVICES**

### Information Technology

- Add \$1,759,514 for the Citywide Voice Over Internet Protocol (VoIP) system which upgrades the City's voice and data transmission capabilities and converges voice and data protocols into a single system.
- Add \$1,142,192 for the Human Resources Information Payroll System (HRIS) to pay year two reporting system maintenance.

- Add \$457,710 for information security initiatives to enhance protection of the City’s communications infrastructure.

**CONVENTION AND EVENT SERVICES**

- Add \$3,498,300 and 7 FTEs to resume operation of Reunion Arena.
- Add \$754,360 and 15.4 FTEs for full year funding for the Convention Center expansion.
- Freeze 35 positions and \$1,350,670 due to decline in Hotel Occupancy Tax revenue and reduction in scheduled events.

**COURT AND DETENTION SERVICES**

- Add \$45,682 and a Courts Specialist II (to be reimbursed by Dallas County) for the new Truancy Program, establishing up to four Municipal Courts of Record.
- Add \$8,756 for the purchase of ballistic vests for Dallas Marshals.
- Save \$308,819 by eliminating 7 cashiers at the one-stop payment windows and consolidating shifts at the 2014 Main Street facility, reducing service hours from 7 a.m. to 6 p.m. to 8 a.m. to 5 p.m. on Monday, Tuesday, Thursday, and Friday. Expanded hours will remain on Wednesday.
- Transfer \$593,587 and eight marshals and two inspectors from Code Compliance for the operation of the Chronic Illegal Dump Team. Code Compliance will continue to investigate illegal dumping activities, referring chronic violators to Court and Detention Services for stronger enforcement initiatives.

**DEVELOPMENT SERVICES**

General Fund

- Combine three primary development-related departments (Economic Development, Planning and Development, Property Management), International Affairs and portions of other departments that provide private development functions to create an Office of Development Services.

TRANSFER FROM	AMOUNT	FTEs
Planning and Development	\$2,586,481	34.5
Property Management	\$895,379	17.7
Economic Development	\$815,154	12.7
International Affairs	\$152,912	1

- Add \$140,726 and 2 FTEs for full year funding for two comprehensive plan planners.
- Add \$250,000 for office consolidation/relocation moves at City Hall.

#### Enterprise Fund

- Incorporate into current Building Inspection Division, portions of four other departments that provide private development functions to create the enterprise fund within the new Office of Development Services.
- Transfer \$981,314 and 13 FTEs from the Department of Public Works/Transportation to perform private development plan review, surveying and transportation planning functions.
- Transfer \$217,635 and 3 civilian FTEs from the Dallas Fire Department to perform plan review functions.
- Transfer \$197,020 and 4 FTEs from the Department of Environmental and Health Services to perform restaurant plan review functions.
- Transfer 17 FTEs with a reimbursement of \$1,160,742 from Dallas Water Utilities to perform private development plan review and water permitting functions.
- Add \$736,353 for debt service payment for equipment notes to be issued November 2002 for purchase of a land development software system and upgrade of the IVR/imaging software.
- Add \$350,000 for aesthetic and functional renovations to the Permit Center at the Oak Cliff Municipal Center.
- Add \$261,723 and 4 FTEs to provide additional infrastructure plan review services and to update lot and block information to ensure the accuracy of identifying subdivided/platted parcels (two senior engineers and two senior GIS technicians).
- Add \$261,659 and 6 FTEs for full year funding for one infrastructure inspection supervisor and five inspectors.
- Add \$168,592 and 2 FTEs for increased customer service (two senior development coordinators).

## **EMPLOYEE BENEFITS**

- Add \$544,203 and 12 FTEs to consolidate citywide payroll and personnel functions, offset by reductions in the departments of 31.1 FTEs and \$1,649,997 through implementation of a new Human Resources Information System.
- Save more than \$7,000,000 through changes in Employee Health Benefits plan and premium adjustments.
- Save \$300,000 from amendment of Health Benefits Third Party Administrative contract.

## **ENVIRONMENTAL AND HEALTH SERVICES**

- Add \$145,506 for the purchase of an Electronic Food Inspection System which will enable staff to conduct inspections faster, access historical data of establishments while conducting inspections, and automatically generate reports for the facility on site, eliminating manually written reports.
- Save \$22,000 by not funding Parkland Hospital's "Mom-Mobile." This operation is not tied to a City service.

## **EQUIPMENT AND BUILDING SERVICES**

### Building Services

- Add \$1,207,889 and 10.2 FTEs for the operations of the new Jack Evans Police Headquarters scheduled to open in early 2003.
- Add \$110,945 for an increase in janitorial services at various city service centers due to rising costs for these services.
- Save \$534,385 in electricity charges from full year impact of new power provider contract.
- Save \$214,727 and delete 5.4 FTEs by eliminating in-house painting services.
- Save \$50,992 and delete 2 FTEs by reducing the City Hall Kitchen staff. This reduction would eliminate food preparation and serving services for the City Council members, guests and media during scheduled meetings. Meals will be provided at Board and Commission meetings by the liaison department.

## Equipment Services

- Add \$296,550 to upgrade the work order and inventory system.
- Add \$163,256 and 2.4 FTEs for the Environmental Inspection Program (an environmental inspector and 2 environmental maintenance positions).
- Add \$160,870 for the maintenance of sand/oil separators and industrial wet weather sampling of the runoff at equipment service locations.
- Add \$80,000 to purchase a bulk oil storage tank at the Heavy Equipment Repair Shop.
- Add \$78,625 for sweeping/scraping and power washing of parking lots maintained by the department.
- Add \$30,000 to construct a cover for the Steel Yard at the Heavy Equipment Repair Shop.
- Add \$16,800 to provide monthly power washing of fuel islands.
- Add \$13,500 for the salvage yard improvements to prevent improper discharge of fluids into the storm sewer system.
- Add \$84,160 and 1.0 FTE (mechanic) to provide motorcycle maintenance for Dallas Area Rapid Transit's motorcycle fleet (offset by estimated revenues of \$91,397 from DART).
- Save \$3,669,704 by a one-year delay in the replacement of marked squad cars.

## **FIRE**

- Add \$5,980,370 for 5% uniform salary increase.
- Add \$2,000,000 and 17.4 uniform overtime FTEs for Fire Prevention standby personnel to perform fire watch services, offset by an increase of \$2,000,000 in revenues.
- Add \$1,826,891, 15.7 regular uniform FTEs and 6.2 overtime uniform FTEs for two additional Front Line Rescue units to be located at Station 25, 4607 Lancaster Road, and Station 53, 1407 John West Road.
- Add \$1,425,000 for station uniforms as part of a two-year program to upgrade firefighter gear and to conform NFPA standards.

- Save \$2,912,813 by a one-year delay in the replacement of two aerial ladder trucks, five engine pumper trucks, and 4 Suburbans.
- Decrease funding level for the Fire Efficiency Study by \$450,000, delayed as part of the FY2001-02 mid-year reduction plan.
- Delete funding of \$103,000 for administrative vehicle replacement.

## **HOUSING**

- Transfer 23.2 regular FTEs and \$1.7 million in eligible staff expenses to CDBG with \$1.7 million of program funds returned to CDBG to prevent a reduction in the services provided by CDBG.
- Eliminate one year funding of \$100,000 for Dallas Youth Services. Prior year funds are available to continue the service level.

## **HUMAN RESOURCES**

- Save \$483,713 and delete 8.5 FTEs for staff reductions resulting in minimal staff available for administrative functions, increasing turnaround time for public information requests and routine or special internal City reports and requests.
- Save \$200,000 by continuing the elimination of DART bus pass subsidies implemented as part of the FY 2001-02 mid-year reduction plan.
- Save \$125,000 by continuing the elimination of the civilian tuition reimbursements implemented as part of the FY 2001-02 mid-year reduction plan and \$80,000 by eliminating tuition reimbursement for uniform personnel beginning October 1, 2002.
- Transfer \$100,118 and 2 FTEs to the Office of Financial Services for implementation of the Human Rights Initiative.

## **JUDICIARY**

- Add \$467,600 and 4 FTES (to be fully reimbursed by Dallas County) for a Truancy Program for the adjudication of truancy offenses filed by the Dallas Independent School District under Sections 25.093 and 25.094 of the Education Code.

## **LIBRARY**

- Add \$257,000 for library materials to restore the reduction implemented as part of the FY 2001-02 mid-year reduction plan.
- Save \$363,438 by delaying FY 2002-03 branch library furniture replacement.
- Save \$141,925 by reducing the number of senior librarians and increasing the number of library associates.

## **MAYOR AND COUNCIL**

- Save \$10,200 by a 5 percent reduction in Councilmembers' individual account budgets.
- Save \$55,840 and delete 1.0 FTE by eliminating two Intern positions.

## **OFFICE OF CULTURAL AFFAIRS**

- Add \$182,815 and a business manager, program coordinator, office assistant, custodial supervisor for the Latino Cultural Center, which will provide programming support and operational cost for this new facility to provide year-around cultural programming to preserve, develop and promote Latino and Hispanic arts and culture.
- Add \$193,735 for an increase in the janitorial services contract at Meyerson Symphony Center due to rising costs for these services.
- Add \$226,209 for an increase in the security services contact at Meyerson Symphony Center due to the rising costs for these services.
- Save \$316,989 from reductions in cultural arts programming that will reduce funding to approximately 51 applicants by 5 percent and decrease the scope of cultural projects such as: Leadership Exchange and Assistance Program (LEAP), Neighborhood Touring Program (NTP), Cultural Project Program (CPP), and Cultural Organizations Program (COP),
- Save \$85,508 in electricity utilities from utility reductions in cultural arts organizations.
- Realize an estimated \$63,895 in additional revenue from proposed fee changes at the Meyerson.

## **OFFICE OF FINANCIAL SERVICES**

- Save \$900,283 and 14.2 FTEs through staff reductions and department reorganization which will reduce the ability to perform financial analyses related to monitoring city-wide expenses and revenues, significantly reduce departmental marketing and media response efforts by a 50% reduction in the Public Information Office staff, and reduce graphic capabilities by 75%.
- Add 20 FTEs and \$341,766 for the Accounts Payable consolidation, offset by a net reduction of 4.2 FTEs citywide and a net savings of \$200,985 by streamlining the Accounts Payable functions.
- Add \$64,888 and 1.7 FTEs for Spanish translators
- Transfer \$100,118 and 2 FTEs from Human Resources for implementation of the Human Rights Initiative.

## **PARK AND RECREATION**

- Add \$140,775 for full-year funding of playground replacements, athletic field improvements, trail maintenance, and other various site improvements.
- Add \$25,597 for grounds maintenance outside the perimeter wall of the Nasher Sculpture Garden, scheduled to open May 2003.
- Add \$31,495 for the new Park in the Woods recreation center and \$52,820 for the new Timberglen recreation center.
- Add \$7,153 for completing the expansion of the Janie C. Turner recreation center that will provide a new entrance, one large new multipurpose room, computer lab, fitness room, manager's office, control center, kitchen, storage areas, renovations to the existing restrooms, and an expanded parking area.
- Save \$98,492 through span of control reductions at Fair Park.
- Save \$184,500 by adjusting individual swimming pool schedules based on actual usage for each pool. An 11-week swimming pool "season" citywide will be maintained.
- Save \$100,000 by converting the Zoo monorail to seasonal operations. The monorail will not operate during the coldest winter or the hottest summer months.
- Save \$60,000 through private funding for adoption of 3 DISD After School Programs.

## **POLICE**

- Add \$10,082,542 for 5% sworn salary increase.
- Add \$2,080,721 and 19.4 sworn FTEs for full-year funding of a 5<sup>th</sup> Police Academy class.
- Add \$715,000 for enhanced drug lab analysis due to mandate from district attorney's office that all narcotics be tested.
- Add \$605,339 (for five officers) for additional Love Field security, to be reimbursed by Aviation.
- Add \$468,000 for the relocation of personnel to the new Jack Evans Police Headquarters, due to open in April 2003.
- Add \$348,310 and 4 senior corporals for the transfer of sworn personnel from an expiring state grant to allow for the continuation of the Sexual Offender Apprehension Program that insures the more than 2,700 registered sex offenders residing in the City of Dallas comply with the registration law as well as the terms of their probations and paroles.
- Add \$300,000 for enhanced DNA lab analysis due to increased reliance on DNA lab analysis for criminal cases.
- Save \$3,669,704 by delaying for one year the purchase of marked squad vehicles.
- Decrease the funding level for the Police efficiency study by \$750,000, delayed as part of the FY 2001-02 mid-year reduction plan.
- Save \$100,000 by eliminating the assessment centers for one year. Current applicant lists will be used.
- Realize an estimated \$229,900 in additional revenue by increasing the annual license for a Sexually Oriented Business from \$750 to \$4,800.

## **PUBLIC WORKS AND TRANSPORTATION**

- Add \$650,000 for demolition of structures referred by the Urban Rehabilitation Standards Board and the City Attorney's Office.
- Add \$74,657 and 2 FTEs to provide surveying services for Sexually Oriented Business applications.

- Save \$125,872 and delete 3 FTEs for the reduction of parking meter operations and ticket collections. This will result in an accompanying \$10,000 loss in revenue and will eliminate the layout of new parking meter locations, posted parking restrictions and loading zone requests will no longer be performed. Delays for verification of posted signs and marking for contested parking tickets will increase.
- Save \$59,098 and delete 2 FTEs to reduce traffic signing. Crews would only respond to maintenance of regulatory signs such as stop, yield and speed limit. Would eliminate response for maintenance of parking, pedestrian or street name signs (1,440 annually). Would reduce the number of traffic signs installed from 24,000 to 8,000 annually. Would increase turnaround time for new citizen requests and high priority maintenance requests from 8 to 16 weeks.

### Street Lighting

- Save \$2,221,201 in electrical charges for the full year impact of the new power provider contract.

### **RISK MANAGEMENT**

- Save \$160,061 and delete 3 FTEs for departmental staff reductions. Workers Compensation coordinators will handle the “Return to Work” initiative for injured employees.

### **SANITATION SERVICES**

- Increase residential fees \$1.25 a month, from \$13.88 to \$15.13 per month, to move to full cost recovery. Residential customers requesting multiple roll carts for service will be assessed an additional \$15.13 per month per cart. Residential pack out charges increase from \$50 to \$55 per month.
- Increase commercial collection charges per month for small business anywhere from \$2.01 a month (twice a week service, 60 gallon container) to \$93.30 a month (6 times a week service, 1,200 gallon container), depending on quantity and frequency of service.
- Provide \$2,100,000 for transfer to capital construction funds for construction of Cell 5 at McCommas Bluff Landfill.
- Provide \$1,000,000 for the design of levee/swale and wastewater relocation at McCommas Bluff Landfill in preparation of future expansion.

- Add \$166,695 for automated tarps for the brush fleet that will prevent loose materials from blowing out of the trucks while in transit.
- Add \$55,000 for increases in Tire Disposal and Dallas County Household Hazardous Waste Fees.
- Save \$259,958 by adjusting the rate paid to the recycling contractor, per contract requirements, for recycling collection and processing to reflect the actual tonnage collected and processed.
- Transfer 18.4 FTEs from Equipment and Building Services for the management of the heavy fleet repair operations at the McCommas Bluff Landfill Heavy Shop.

### **STREET SERVICES**

- Transfer 9.0 FTEs and \$550,847 from Public Works for the management of the closed circuit television line location function.

### **WATER**

- No adjustment in retail water or wastewater rates.

## **CAPITAL BUDGET OBJECTIVES FOR FY2002-03**

### **AVIATION FACILITIES IMPROVEMENTS**

- Complete construction of the new parking garage at Love Field.
- Complete construction of the Central Plant for the Main Terminal Building at Love Field.
- Complete the construction documents for the new baggage claim wing of the main terminal at Love Field.
- Complete the construction documents for the new terminal building and air traffic control tower for Dallas Executive Airport.
- Complete construction of the new field maintenance facility at Dallas Executive Airport.

### **CITY FACILITIES CAPITAL IMPROVEMENTS**

- Open Police Headquarters facilities.
- Open Latino Cultural Center.
- Open Fire Station No. 39 (Shiloh Road at Centerville Road)
- Complete Central Library 4th Floor Renovation.
- Award performance contract to provide performance based energy and operation efficiency services in facilities.
- Award and complete the installation of DMA garage and gallery security project.
- Award and complete the construction of the Forney Road Animal Shelter roof replacement.
- City pledges to match private sector funding for the Central Library renovation projected at the time the private funds becomes available for the project.

### **CONVENTION AND EVENT SERVICES FACILITIES IMPROVEMENTS**

- Substantially complete Convention Center unification.
- Substantially complete first phase of the Union Station renovation.
- Replace WRR tower.
- Renovate WRR studio.
- Install Farmers Market perimeter fence.

### **ECONOMIC DEVELOPMENT PROGRAMS AND INITIATIVES**

- Continue to facilitate the development of Southern Dallas business parks including Southport, Pinnacle Park and Mountain Creek.
- Complete the International Environmental Training and Technology Center at Dallas Business Eco-Park.
- Continue implementing the project plans of the seven tax increment financing (TIF) districts.

## **EQUIPMENT ACQUISITION CONTRACTURAL OBLIGATIONS**

- Purchase and install a land development software that will improve interdepartmental communication and work flow in reviewing private development applications and will allow customers to monitor project status on-line
- Purchase refuse collecting equipment and replace equipment at McCommas Bluff Landfill.
- Replace more than 160 pieces of fleet equipment that have exceeded their useful life.

## **FLOOD PROTECTION AND STORM DRAINAGE CAPITAL IMPROVEMENTS**

- Complete channel and drainage improvements on Alice Creek.
- Complete construction of drainage improvements for Long Branch Phase II at Weather Vane Lane.
- Complete construction of drainage improvements for Estes Branch at St. Augustine Road.
- Design and construct overbank excavation along White Rock Creek from Greenville Avenue.

## **PARK AND RECREATION FACILITIES IMPROVEMENTS**

- Complete construction of two new recreation centers: Park in the Woods in the southern sector of the city and Timberglen Recreation Center in the northern sector of the city. Both of these centers will provide activities to under-served areas of the city.
- Open the Kiest Athletic Complex, providing tournament level softball facilities including concessions, pro shop, restroom facilities, fixed seating, and parking.
- Open the Dallas Zoo's Prime Meridian Restaurant in the fall of 2002. This facility will provide enclosed dining and a deck overlooking the flamingo exhibit.

## **STREETS AND THOROUGHFARES CAPITAL IMPROVEMENTS**

- Contract an interlocal agreement with the City of DeSoto for the design, right-of-way acquisition, paving, drainage, water, and wastewater main improvements to the intersection of Daniieldale Road at Polk.
- Complete construction of street paving, storm drainage, water and wastewater main improvements on Thurston Drive from Anson Road to Burbank Drive including the design and construction management of street and drainage improvements on Anson Road from Rural to Courtland, Bombay from Thurston to Denton, and Gilford from Mohawk to Denton.
- Complete construction of street and alley paving, storm drainage, water and wastewater main improvements on North Davis to dead end.
- Complete construction of Houston Street Extension and related streets, adding environmental remediation of the Woodall Rogers Plaza.

## **TRINITY RIVER CORRIDOR CAPITAL IMPROVEMENTS**

- Complete construction of the Loop 12 boat launch.
- Begin design on the following:
  - Santa Fe Trestle Trail
  - Moore Gateway Park
  - IH-30 Signature Bridge
- Select the locally preferred alignment for the Trinity Parkway.
- Complete the Elm Fork Drainage Master Plan and receive Council approval to begin implementation
- Complete the Trinity River Corridor Project Comprehensive Land Use Plan.
- Continue land acquisition for environmental mitigation, recreation and Dallas Floodway Extension project (wetlands, levees).

## **WATER UTILITIES CAPITAL IMPROVEMENT PROGRAM**

- Begin comprehensive water and wastewater management plans.
- Begin construction of improvements at the Bachman Water Treatment Plant to increase water treatment capacity.
- Begin construction of additional digester capacity at the Southside Wastewater Treatment Plant.
- Complete construction of the new Solids Pump Station and Pipeline to transfer solids from the Central Plant to the Southside Plant.
- Complete first construction contract for Odor Control Improvements at the White Rock section at the Central Wastewater Treatment Plant.