

# Memorandum



CITY OF DALLAS

DATE February 24, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT **FY 2017-18 Citizen Budget Engagement Meetings – Location Change**

This memo announces a change in location for the March 22 budget development meeting. That meeting will be held in the Southwest Center Mall Community Room. All other meetings remain the same. The citizen budget engagement meetings will provide feedback and serve as a basis for the development of the FY 2017-18 budget that I will recommend to you later this year. Please share the revised meeting schedule with your community.

Date	Time	Facility	Address
Saturday, March 4	11:30 am - 1:00 pm	Latino Cultural Center	2600 Live Oak, 75204
Saturday, March 4	2:00 - 3:30 pm	West Dallas Multipurpose Center	2828 Fish Trap Rd, 75212
Thursday, March 9	6:30 - 8:00 pm	Paul Laurence Dunbar Lancaster-Kiest Library	2008 E Kiest Blvd, 75216
Thursday, March 16	6:30 - 8:00 pm	Lake Highlands Recreation Center	9940 White Rock Trl, 75238
Monday, March 20	6:30 - 8:00 pm	Janie C. Turner Recreation Center	6424 Elam Rd, 75217
Tuesday, March 21	6:30 - 8:00 pm	Walnut Hill Recreation Center	10011 Midway Rd, 75229
<b>Wednesday, March 22</b>	<b>6:30 - 8:00 pm</b>	<b>Southwest Center Mall, Community Room</b>	<b>3662 W. Camp Wisdom, 75237</b>
Thursday, March 23	6:30 - 8:00 pm	Skyline Branch Library	6006 Everglade Rd, 75227
Monday, March 27	6:30 - 8:00 pm	Fretz Recreation	6950 Belt Line Rd, 75254

Should you have any questions or need additional information, please do not hesitate to contact me.

T.C. Broadnax  
City Manager

c: Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager  
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Sana Syed, Public Information Officer  
Directors and Assistant Directors

# Memorandum



DATE February 24, 2017  
TO Honorable Mayor and Members of the City Council  
SUBJECT **Police Memorial Day Observance**

This year, the National Police Week commences on Sunday, May 14, 2017 and ends on Saturday, May 20, 2017. On Wednesday, May 17, 2017, at 12:00 P.M., the City of Dallas will conduct its Police Memorial Ceremony at the Dallas Police Memorial Site. The ceremony will honor fallen Dallas Police officers who have lost their lives in the line of duty. The memorial site is located at 500 South Akard Street which is at the corner of Young Street and Akard Street.

At 11:30 A.M., you are cordially invited to join Dallas Police staff and members of the fallen officers' family in a short walk from Griffin Street and Young Street to the memorial site.

Your support and attendance is appreciated.

Interim Police Chief David Pughes will be available to answer any additional question you may have.



Eric D. Campbell  
Assistant City Manager

cc: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
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# Memorandum



CITY OF DALLAS

DATE February 24, 2017

TO The Honorable Mayor and Members of the Dallas City Council

SUBJECT All Out Trinity on March 4, 2017 – 8:00 a.m. to 5:30 p.m.

Trinity Watershed Management announces the annual fitness and recreation event, All Out Trinity, to be held Saturday, March 4, 2017 from 8:00 a.m. to 5:30 p.m. "Experience the Trinity" is the theme for this year's event and a variety of exciting activities are part of the line-up. This event draws over 6,000 participants each year to enjoy the amenities of the Trinity. The event's festival area is located at 300 Singleton Boulevard, Dallas, TX 75212 and the Ronald Kirk Bridge and Felix H. Lozada, Sr. Gateway as well as the westbound lane of the Margaret Hunt Hill Bridge. These areas give participants and the general public places to gather and view the iconic architecture of the bridges and the variety of cityscape views from the Dallas Floodway perspective.

All Out Trinity begins with an Opening Ceremony at 7:30 a.m. This is followed by the 13<sup>th</sup> Trinity River Levee Run and Glenn Carter Public Safety Challenge (a friendly competition between the Dallas Fire Rescue and Dallas Police Departments) starting at 8:00 a.m. featuring a 10K, 5K and 1 mile walk/run. This race is sponsored by the Trinity Commons Foundation, Dallas Running Club and the City of Dallas.

The day's events and activities continue with Spinistry's Gravelthon Bike Ride at 10:30 a.m., Yoga on the Bridge at 12:00 p.m., Dallas Animal Services' Bark at the Park Dog Walk at 1:30 p.m., and Just Ride Dallas' Bicycle Drag Races at 2:00 p.m. There is also shopping at the Outdoor Marketplace from 10:00 a.m. to 5:30 p.m. An event flyer is attached with more details or you may visit [www.AllOutTrinity.com](http://www.AllOutTrinity.com).

You are encouraged to participate in All Out Trinity as we continue to invite residents and visitors to learn about the Trinity River Corridor. This event is also a way to foster healthy living, one of the core initiatives for the City of Dallas and the Trinity Commons Foundation.

Please feel free to contact me if you have any questions. Thank you.



Mark McDaniel

Acting First Assistant City Manager

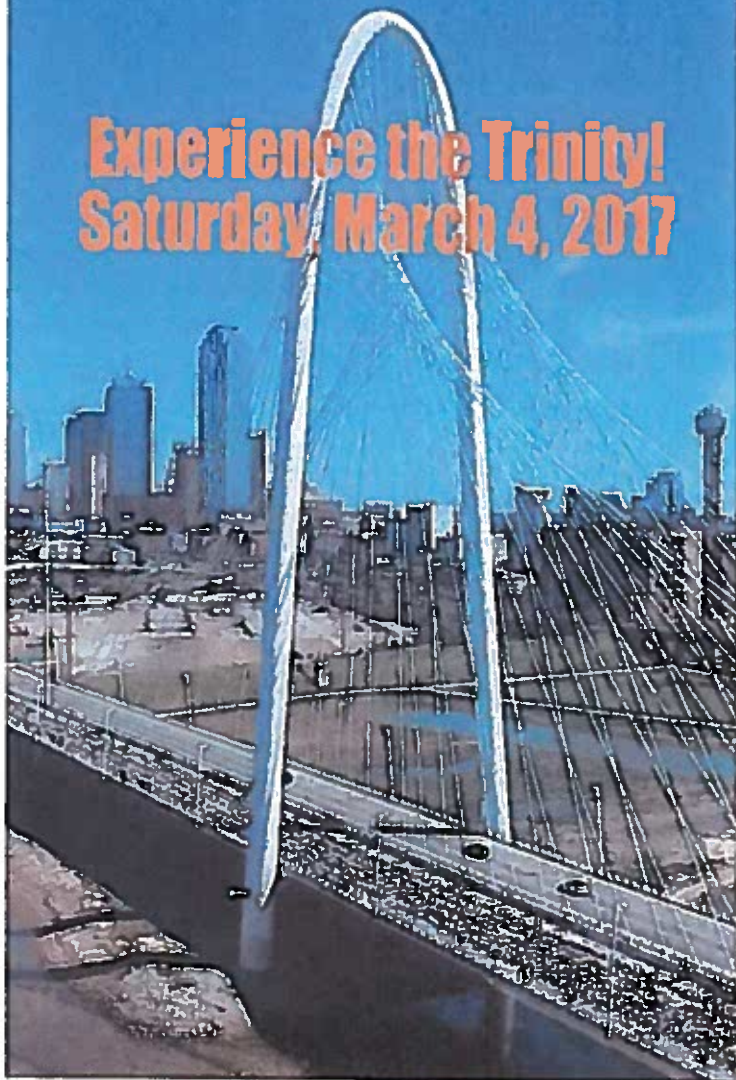
c: T.C. Broadnax, City Manager  
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Run. Bike. Yoga. Shop



Experience the Trinity!  
Saturday, March 4, 2017



[allouttrinity.com](http://allouttrinity.com)

300 Singleton Boulevard Dallas, TX 75212

A day of fitness action kicks-off with the 13th Trinity River  
Levee Run and Glenn Carter Public Safety Challenge.

For more information call: 214-671-9500



Enjoy an entire day at the Trinity River with a wide-range  
of fitness and recreation options. Come to experience  
food, music and the amazing cityscape views.

Saturday, March 4, 2017  
8:00 a.m. – 5:30 p.m

### SCHEDULE OF EVENTS



13th Trinity River Levee Run  
7:30 a.m. Opening Ceremony  
8:00 a.m. 10K & 5K Run  
8:05 a.m. 1 Mile Fun Run/Walk



10:00 a.m. Outdoor Market  
An outdoor marketplace featuring  
everything from local artists and  
food trucks to clothing and artisan foods  
Shop. Eat. Socialize. Repeat.



10:30 a.m. Spinistry's Gravelthon  
An off-road and on-pavement cycling  
adventure accessible to bike riders  
at all levels including elite athletes  
Routes from 6 to 60.  
Organized by Spinistry.



12:00 p.m. Yoga on the Bridge  
A one-hour open level yoga class  
under the arch of Dallas' iconic  
Margaret Hunt Hill Bridge.  
Family participation is encouraged.



1:30 p.m. Pooch Walk  
A group dog walk with your favorite  
4-legged friend or one of our  
lovable shelter dogs  
Organized by Dallas Animal Services



2:00 p.m. Just Ride Dallas' Bicycle Drag  
All Out Sprint for 1000' on the  
Margaret Hunt Hill Bridge.  
Come for the view, stay for the competition  
Organized by Just Ride Dallas.

[allouttrinity.com](http://allouttrinity.com)

300 Singleton Boulevard Dallas, TX 75212  
For more information call: 214-671-9500



# Memorandum



CITY OF DALLAS

DATE February 24, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT **Rental Home Registration & Inspection Program Update**

This memorandum provides a second update on the implementation of the rental home registration and inspection program, a component of the Chapter 27 – Minimum Property Standards ordinance adopted by City Council in late 2016 and which took effect on January 1, 2017.

As you will recall from the update provided last December, the initial focus of the implementation has been on outreach and education. Our efforts have included:

- Letters to owners of approximately 9,000 potential rental homes within the Neighborhood Plus and Neighbor Up areas;
- Program pamphlets and flyers available through 7 Dallas Police Department Stations, 7 code districts, 31 recreation centers and 25 libraries throughout the city;
- Online link for the program provided to Dallas County and the Dallas Housing Authority for distribution to landlords under their programs;
- Launch of the online registration portal;
- Letters issued to the 2016 registrants under the previous ordinance;
- Public Service Notices on citywide digital billboards; and
- Collaboration with Dallas City Hall On the Go! at various events;

Additionally, rental home property inspections were initiated earlier this month.

For the next implementation phase in early March, staff will expand outreach citywide to owners of 40,000 properties that have been identified as potential rental homes. The attached courtesy letter will be sent to these owners asking them to register their rental home property(s).

Staff will continue to provide you with updates. We anticipate expanding our focus from outreach and education to include enforcement in June 2017. At that time, code inspectors will start to issue formal warnings (notices of violation) to property owners of rental properties that have failed to register. These warnings will allow owners time to voluntarily comply with registration requirements or risk further enforcement, including citations.

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

Joey Zapata  
Assistant City Manager

Attachment:

c: T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
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CITY OF DALLAS

## **SINGLE FAMILY RENTAL REGISTRATION PROGRAM**

### **“COURTESY LETTER”**

**THIS IS NOT A NOTICE OF VIOLATION OR CITATION**

DATE:

RE:

Dear Owner or Agent:

On September 28, 2016, the Dallas City Council approved the Single Family Rental Registration Program. The program is intended to ensure rental properties are registered while helping to foster clean and safe rental properties. The goal is to enhance the health, safety and quality of life for all residents of the City of Dallas. The Single Family Rental Program pertains to single family homes, duplex units or condominium units that are either leased or rented and occupied by someone other than the owner of the property.

The new Program began January 1, 2017 and requires owners or the owner’s agent of rental properties (single family homes, duplexes and condo units) in the City of Dallas to register their properties, annually by submitting a registration application, a non-refundable fee of \$43 and an annual Owner’s Self Inspection checklist with affidavit for each dwelling or unit. The program also requires the City of Dallas to conduct a comprehensive inspection every five years. (Ref: Chapter 27 of the Dallas City Code)

**We are reaching out to you as our records indicate that the above referenced location may be a single family rental property.**

Currently, you can register your property(s) online by going to [dallascityhall.com/departments/codecompliance](http://dallascityhall.com/departments/codecompliance). **Select the Single Family Rental Registration Icon and then click on the SFRP Registration house to access the VGOV program** which contains the online registration application. **In the near future**, the printable application can be submitted by mail or personally deliver to the Single Family Rental Program located at 3131 Dawson Road, 2<sup>nd</sup> flr, Dallas Texas 75226

To register successfully online, please ensure a complete application along with a copy of the owners picture ID, the Owner’s Self Inspection Checklist with affidavit and the appropriate fee is submitted when registering your single family rental property. **\*\* Incomplete applications and/or missing documents will not be accepted.**

To obtain more information about this program or for any questions, please feel free to visit our website at [dallascityhall.com](http://dallascityhall.com) or contact the Single Family Rental Registration Program at 214-671-RENT or [ccsrentalprogram@dallascityhall.com](mailto:ccsrentalprogram@dallascityhall.com)

Thank you in advance for your prompt attention to this matter.

Sincerely,

Department of Code Compliance Services  
Single Family Rental Registration Program

Single Family Rental Program  
3131 Dawson Road, 2<sup>nd</sup> flr  
Dallas, Texas 75226

(INSERT OWNER NAME)  
(INSERT ADDRESS)  
(CITY), (STATE), (ZIP CODE)

# Memorandum



DATE February 24, 2017  
TO Honorable Mayor and Members of the City Council  
SUBJECT **City License Applications**

There were no Dance Hall and/or Sexual Oriented Business applications received for the week of February 13-17, 2017 by the Narcotics Bureau Licensing Squad of the Dallas Police Department.

Please have your staff contact Sergeant Lisette Rivera, #7947 at (214) 670-4811 and/or by email at [lisette.rivera@dpd.ci.dallas.tx.us](mailto:lisette.rivera@dpd.ci.dallas.tx.us) should you need further information.



Eric D. Campbell  
Assistant City Manager

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