

# Memorandum

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CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE December 11, 2009

TO Transportation and Environment Committee Members: Linda L. Koop (Chair), Sheffie Kadane (Vice Chair), Jerry Allen, Tennell Atkins, Carolyn R. Davis, Angela Hunt, Delia Jasso, Pauline Medrano, Ron Natinsky, Vonciel Jones Hill

SUBJECT Transportation and Environment Committee Meeting Agenda

Monday, December 14, 2009 at 2:00 – 4:00 p.m.  
City Hall, 1500 Marilla, Room 6ES  
Dallas, TX 75201

1. **Approval of Minutes for the Special Called November 16, 2009 Meeting**  
(Action / 5 Minutes)
2. **DART Briefing on Lessons Learned Regarding Rail Service during State Fair TX-OU Weekend**  
Gary Thomas, Executive Director/President, DART  
(Action / 30 Minutes)
3. **Love Field Modernization Program Bond Financing Update, Part 1**  
Dan Weber, Director, Aviation  
(Briefing / 30 Minutes)
4. **Community Gardens and Neighborhood Markets**  
Eric Griffin, Managing Director, of OEQ  
(Briefing / 30 Minutes)
5. **CNG-Powered Taxicabs at DFW Airport**  
Stephanie McHenry, Assistant Director, Public Works and Transportation  
Gary Titlow, Program Manager, PWT Transportation Regulation  
(Information Item / 10 Minutes)

A handwritten signature in black ink, appearing to read 'Linda L. Koop'.

Linda L. Koop, Chair  
Transportation and Environment Committee

- c: The Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Thomas P. Perkins, Jr., City Attorney  
Deborah Watkins, City Secretary  
Craig Kinton, City Auditor  
Judge C. Victor Lander, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
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A.C. Gonzalez, Assistant City Manager  
Forest Turner, Assistant City Manager  
David Cook, Chief Financial Officer  
Jeanne Chipperfield, Director, Budget and Management Services  
Edward Scott, Director, Controller's Office  
Rick Galceran, P.E., Director, Public Works and Transportation  
Theresa O'Donnell, Director, Sustainable Development and Construction  
Helena Stevens-Thompson, Assistant to the City Manager – Council Office

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation is an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

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**SPECIAL CALLED TRANSPORTATION AND ENVIRONMENT  
COMMITTEE MEETING RECORD**

The Transportation and Environment Committee (TEC) meetings are recorded. Agenda materials and audiotapes may be reviewed/copied by contacting the Public Works and Transportation TEC Staff Coordinator at 214.670.4545. DALLAS, TEXAS

**Meeting Date:** November 16, 2009    **Start Time:** 9:35 a.m.    **Adjournment:** 11:43 a.m.

**Committee Members Present:**

Linda L. Koop (Chair), Sheffie Kadane (Vice Chair), Jerry Allen, Tennell Atkins, Carolyn R. Davis, Angela Hunt, Delia Jasso, and Pauline Medrano

**Committee Members Absent:**

Ron Natinsky absent on City Business  
Vonciel Jones Hill absent on City Business

**Other Council Members Present:**

None

**City Executive Staff Present:**

A.C. Gonzalez, Assistant City Manager  
Jill A. Jordan, Assistant City Manager

**TRANSPORTATION AND ENVIRONMENT COMMITTEE AGENDA**

**1. Approval of Minutes for October 26, 2009**

**Action Taken/Committee Recommendation:**

Motion was made to approve the minutes for the October 26, 2009 meeting subject to corrections. No corrections were suggested and the minutes were approved as submitted.

Made by: Hunt

Seconded by: Medrano

Passed unanimously

**2. TxDOT Transportation Enhancement Call for Projects**

**Presenters:** P.M. Summer, Senior Transportation Planner, and John Brunk, Program Manager, Sustainable Development and Construction

Mr. Summer provided an overview of the TxDOT Transportation Enhancement Call for Projects that included City projects identified and recommended for submission to TxDOT by the December 11, 2009 deadline, with a final selection of projects by TxDOT anticipated in July 2010.

### **Action Taken/Committee Recommendation:**

Mr. Allen asked why no projects from District 10 were included in the list of projects. Mr. Brunk stated that there were not currently any bicycle/pedestrian projects in that district that met TxDOT's stated preference for projects that had designs completed, all right-of-way acquired and local funding match available. Mr. Allen requested that the connection between White Rock Trail and the Lake Highlands Town Center be given priority for funding in future calls for projects.

Ms. Davis asked if it was possible to partner with suburban cities when we have projects that are in both communities. Mr. Summer indicated that we have partnered with other cities on projects.

Ms. Davis asked if there was a map of the Santa Fe Trestle Trail described in the presentation. Ms. Jordan confirmed that the Trinity Project office had the plans for that project and that they would be provided to the Committee. Ms. Davis asked about the benefits of the Santa Fe Trestle Trail. Ms. Jordan stated that the Santa Fe Trail provides a vital link from Fair Park to Oak Cliff and that Ms. Davis' district would have an on-street bike route that would go from the heart of her district in South Dallas to the Trinity.

Ms. Davis asked if the White Rock Trail by Parkdale would be included in this call for projects. Ms. Jordan stated that there were various designs being considered for that trail. She indicated that the Trinity Trust would be working on donations and that it would also be a candidate for the next bond program.

Ms. Hunt asked if the City has the funding in hand for the local match and to manage the reimbursement process on these projects. Mr. Brunk indicated that the City would have the needed funding available for the projects.

Ms. Hunt asked how the projects would be prioritized. Mr. Brunk stated that the City was not prioritizing the projects. He indicated that the Regional Transportation Council would be prioritizing projects, but that it was ultimately up to TxDOT and the Texas Transportation Commission to choose the projects for funding.

Ms. Hunt asked about the overall Dallas trail system and how the City was coordinating its development. She asked for a map of the existing and planned trails, and suggested that it would be helpful to see how we were prioritizing trail projects.

Ms. Koop stated that when the City does a bond election, the Councilmember decides on priorities in their district and determines if a trail is to be funded by their district's funds from the Parks Department.

Mr. Atkins asked about the status of a grant from Texas Parks and Wildlife for the Five Mile Creek trail. Mr. Jared White, Parks Department, confirmed that the City had received \$1 million from Texas Wildlife for trail improvements from Glendale Park to College Park, as well as park improvements within College Park such as playground equipment replacement and a pavilion.

Mr. Atkins asked if the I-20 Gateway Trail would be a bike trail. Ms. Jordan indicated that the I-20 Gateway project would be a bike/pedestrian trail, but would also provide parking for a separate horse trail. Ms. Jordan said that she would set up a separate meeting with Mr. Atkins to discuss the horse trail.

Ms. Medrano commented that once the projects were ranked by TxDOT that we would be in competition statewide.

Mr. Kadane asked if these projects would continue to be developed even if they were not selected for Enhancement funding. Mr. Bunk stated that the projects would proceed, but that some of them would require supplemental funding to be completed.

A motion was made to endorse the projects recommended for the TxDOT Transportation Enhancement call for projects and to submit the project applications by the December 11, 2010 deadline.

Made by: Atkins

Seconded by: Kadane

Passed unanimously

### 3. **Stormwater Fees for Cemeteries**

**Presenter:** Errick Thompson, Assistant Director, Public Works and Transportation

A briefing was provided to the Committee on stormwater fees for cemeteries which included current cemetery fees, billing and collection issues, and an option that would provide an exemption for cemeteries that meet certain criteria.

#### **Action Taken/Committee Recommendation:**

Ms. Koop stated that she liked the idea of having exemptions for the abandoned cemeteries.

Ms. Davis indicated that she had a few cemeteries in her district and that the students near Lincoln High School raised money to provide fencing for one of them. Ms. Davis stated that there is a cemetery on Malcolm X Boulevard that was in disrepair, and asked if the money could be provided to assist the owners with repairs. Mr. Thompson stated that the money saved through an exemption could help with repairs but that the owners would not be required to use the funds for repairs or upkeep of the property.

Ms. Davis asked if the money was not used for stormwater fees would it go into a trust account. Mr. Thompson stated that it would be lost revenue for the City. Ms. Davis stated that she would like to see the money go into a trust to help owners who need assistance. She asked about the amount of the average bill. Mr. Thompson stated that the bills ranged from \$5 to \$4,000, and that the average bill was less than \$200. Ms. Davis asked staff to look for a way to provide assistance with the landscaping for abandoned cemeteries. Ms. Jordan said that staff would look into putting together a program to provide assistance for abandoned cemeteries and cemeteries that have fallen into the City's care, and bring it back to Council.

Ms. Jasso asked if the abandoned cemeteries were managed by the Public Works Department. Mr. Thompson stated that nine cemeteries are located in City parks and owned by the City of Dallas, but the bulk of the cemeteries are privately owned and operated. Ms. Jasso indicated that the abandoned cemeteries are a Code enforcement issue and asked staff to get with Code Compliance to address those issues.

Ms. Koop asked if the drainage fee for cemeteries should go into a special fund instead of the stormwater management fund. Ms. Jordan indicated that it would not be a separate fund but a program within Stormwater.

Ms. Koop asked staff to provide a map showing the cemetery locations, including abandoned cemeteries and cemeteries where owners are not able to pay the fees. She also asked staff to develop criteria to identify cemeteries in need of immediate funds.

Mr. Atkins asked how the contingency funds described on page 16 of the presentation were allocated. Mr. Thompson stated that the contingency funds were used for the City's levy maintenance, drainage system maintenance, and for compliance with stormwater regulations.

Mr. Allen stated that he looks forward to a broader discussion of the fees associated with the Stormwater Management Fund.

Ms. Koop thanked Ms. Francis James for attending the briefing. Ms. James requested and was provided a copy of the "Stormwater Fees for Cemeteries" presentation.

No action was taken on this item.

4. **"Contested Streets" Documentary Film**

The Committee viewed the "Contested Streets" documentary that had been suggested by Ms. Hunt at the October 12, 2009 Transportation and Environment Committee meeting.

**Action Taken/Committee Recommendation:**

Ms. Koop mentioned that London's downtown was so congested that they blocked off part of the city so that drivers had to pay a congestion fee to go into the heart of the city. She added that the bus rapid transit described in France was part of DART's plan for Garland Road, and suggested that Mr. Kadane discuss the plans with DART.

Ms. Hunt explained that the film was done in 2006 before New York City began to make changes in their bicycle and pedestrian infrastructure. She suggested that the Committee also view a ten-minute film by New York's Transportation Director, who has been proactive in converting vehicular street space into pedestrian spaces and bicycle lanes.

No action was taken on this item.

*Linda L. Koop*

(LB)

Linda L. Koop, Chair  
Transportation and Environment Committee

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DATE December 11, 2009

TO Members of the Transportation and Environment Committee:  
Linda L. Koop (Chair), Sheffie Kadane (Vice Chair), Jerry Allen, Tennell Adkins, Carolyn R. Davis, Angela Hunt, Delia Jasso, Pauline Medrano, Ron Natinsky, Vonciel Jones Hill

SUBJECT DART Briefing on Lessons Learned Regarding Rail Service during State Fair TX-OU Weekend (October 17, 2009)

DART will discuss the Lessons Learned Regarding the Rail Service during the State Fair TX-OU Weekend. There is not a written briefing for this item.

Please contact me if you need additional information.

A handwritten signature in black ink, appearing to read 'Jill Jordan'.

Jill A. Jordan, P.E.  
Assistant City Manager

- c: The Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Thomas P. Perkins, Jr., City Attorney  
Deborah Watkins, City Secretary  
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Theresa O'Donnell, Director, Development Services  
Helena Stevens-Thompson, Assistant to the City Manager – Council Office

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DATE December 11, 2009

TO Members of the Transportation and Environment Committee: Linda Koop, Chair; Sheffie Kadane, Vice-Chair; Jerry R. Allen; Tennell Atkins; Carolyn R. Davis; Vonciel Jones Hill; Angela Hunt; Delia D. Jasso; Pauline Medrano; Ron Natinsky

SUBJECT Love Field Modernization Program – Bond Financing Update

Attached is the briefing entitled, "Love Field Modernization Program—Bond Financing Update" that will be presented to you on December 14, 2009.

Please contact me if you need additional information.

A handwritten signature in black ink, appearing to read 'A.C. Gonzalez'.

A.C. González  
Assistant City Manager

c: Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Thomas P. Perkins, Jr., City Attorney  
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Jill A. Jordan, P.E., Assistant City Manager  
Forest E. Turner, Assistant City Manager  
David K. Cook, Chief Financial Officer  
Jeanne Chipperfield, Director, Office of Financial Services  
Edward Scott, Director, Controller's Office  
Helena Stevens-Thompson, Assistant to the City Manager - Council Office  
Daniel T. Weber, Director, Department of Aviation



# Love Field Modernization Program Bond Financing Update

Briefing to the  
Transportation and Environment Committee

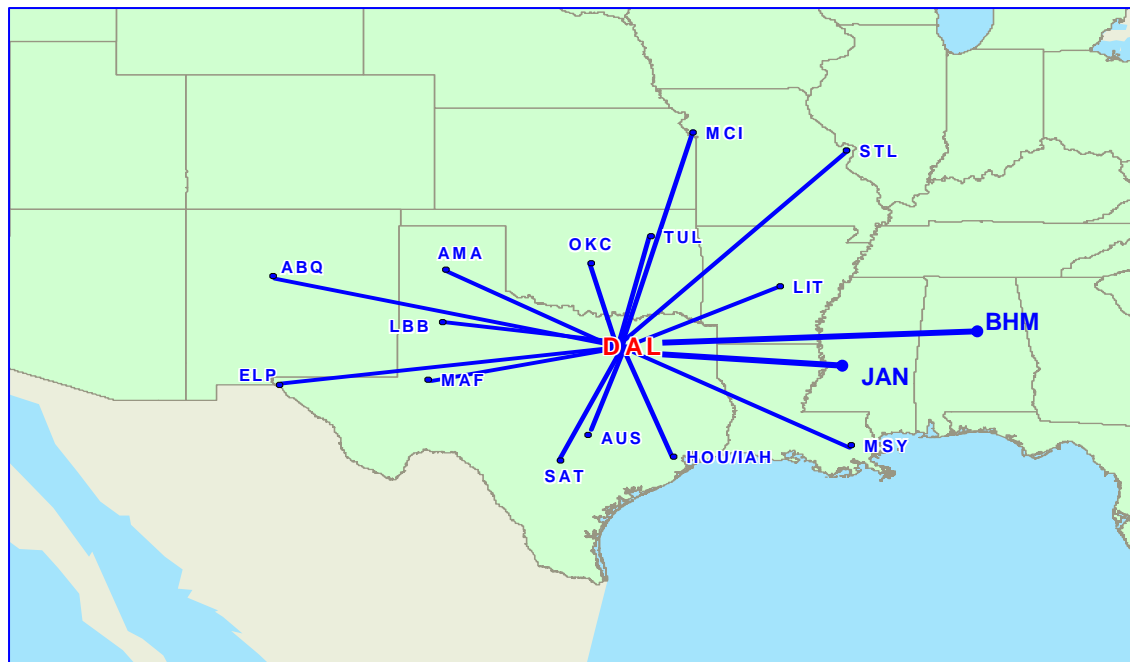
Department of Aviation  
December 14, 2009

# Purpose

- Review LFMP background and give status update of LFMP bond financing
  - Agreement structure, flow of funds
- Discuss Jan 11, 2010 briefing and timetable for bond closing
- Next Steps
  - City Council Agenda Jan 13, 2010

# Love Field Modernization Program

- Background
  - Wright Amendment – 1979 - 2014
    - Commercial flights restricted to 5 states (plus 4 added later)



# Love Field Modernization Program



- Background
  - Wright Amendment Reform Act of 2006
    - Based on local 5-Party Agreement to repeal Wright Amendment
    - Flight restrictions phase out over 8 years
    - Love Field capacity limited to 20 gates
    - **Requires City & Southwest Airlines to collaborate** on modernization of Love Field

# Love Field Modernization Program

Present



Future

# Financing Agreement Structure

- Foundation Agreements

- Term Sheet (June 2008)

- Established LFMP concept & budget
    - Established Local Government Corp structure
    - Established cost recovery method of airline rates & charges
    - Defined roles of the City & Southwest
    - Enabled Inducement Resolution authorizing \$75M Southwest expense

- Program Development Agreement (Nov 2008)

- Established management structure for LFMP
    - Defined financial structure

- Airport Use & Lease Agreement (Dec 2008)

- Terminal space lease, use of airport
    - Sets priority on application of airport revenues
    - Assures revenues to fund airport annual budget

# Financing Agreement Structure

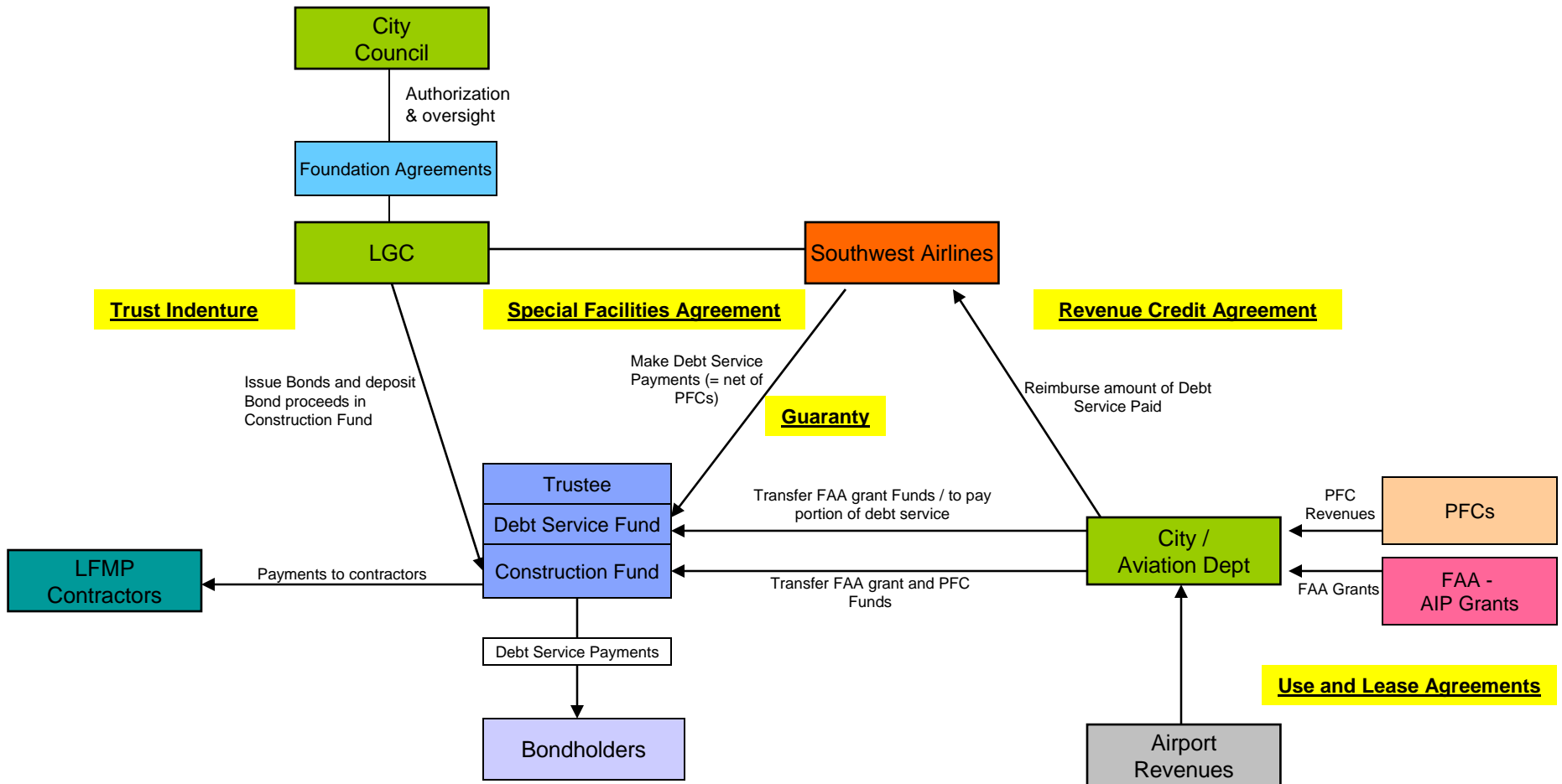
- The Term Sheet (June 2008) and the Program Development Agreement (Nov 2008) are implemented through the following Bond Financing Agreements
  - Special Facility Agreement
    - (City, Local Government Corporation, Southwest)
  - Revenue Credit Agreement
    - (City, Southwest)
  - Trust Indenture
    - (Local Government Corporation, Trustee)
  - Guaranty (Trustee, Southwest)
- The Airport Use & Lease Agreement (Dec 2008) continues through 2028

# Financing Agreement Structure

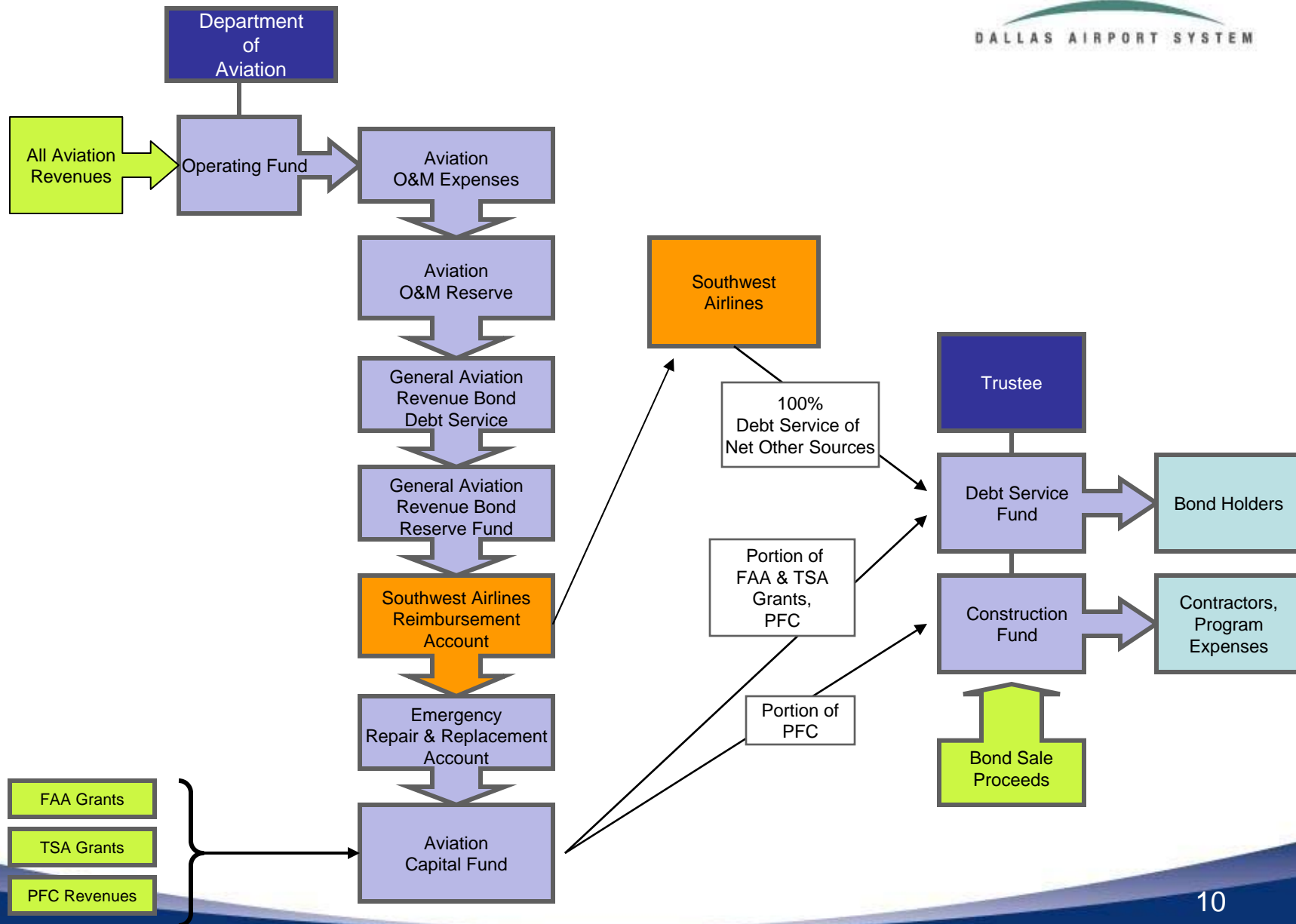


- Bond Financing Agreements (briefed Sept 15, 2009)
  - Special Facility Agreement (City, Local Government Corporation, Southwest)
    - City agrees to operate facilities & authorize Local Gov't Corp to issue bonds
    - Local Gov't Corp issues bonds backed by Southwest credit
    - Southwest agrees to construct facilities and pay debt service
  - Revenue Credit Agreement (City, Southwest)
    - Defines Aviation Fund reimbursement to Southwest for debt service payments received from other sources
    - Provides for transfer to Trustee of certain FAA grant & PFC funds
  - Trust Indenture (Local Government Corporation, Trustee)
    - Trustee management of bond & other funding, pays contractors
    - Trustee receives debt service funds & pays bondholders
  - Guaranty (Trustee, Southwest)
    - Southwest guarantees to the Trustee the repayment of the Bonds

# Funding/Financing Structure



# Flow of Funds



# Financial Risk



Condition	Risk	Mitigation/Effect
Reimbursement to Southwest of debt service paid	If Airport system revenues not sufficient to fully fund Southwest Reimbursement Account, then result would be shortfall	Airport Use & Lease Agrm't: 1) Mid-year rate adjustment 2) Year end settlement process
If PFC collection rates drop from traffic reduction	Planned contribution up to \$10M toward annual debt service amount not met	Amount of Southwest debt service payments increased by amount PFC reduced
Airport Use & Lease Agreement expires 12 years before bonds mature (2028 vs. 2040)	Ability to generate net revenues from new Airport Use & Lease Agreement sufficient to fund Southwest Reimbursement Account	Sec 22.019 & Sec 22.021 of Texas Transportation Code allows City to set reasonable rates & charges which recover cost of facility
If Southwest reimbursement account under funded at end of bond term	Southwest still owed reimbursement after bonds are fully paid	City will remain obligated to reimburse Southwest from available net revenues <b>for one year</b> beyond term of bonds

# Bond Sale Preparations

- Finance Team Documents Status
  - Plan of Finance – in progress
  - Bond Feasibility Study – in progress
  - Preliminary Official Statement – in progress
  - Parameters Bond Ordinance – in progress
- To be briefed to Committee 1/11/10

# Financing Time Table

- 1/11/10 – Committee briefing on items currently in progress by Finance Team
- 1/13/10 – City Council consideration to approve agreements, Financing Plan, Parameters Resolution
- 1/27/10 – Bond pricing
- 1/28/10 – Love Field Airport Modernization Corp
  - Approval of Bond Resolution, all other related documents
  - Execute Bond Purchase Agreement
- 2/18/10 – Closing

# Next Steps

- 1/11/10 Committee Briefing on Plan of Finance, Feasibility Study, Preliminary Official Statement, Parameters Bond Ordinance
- 1/13/10 City Council agenda for consideration on agreements and Bond Parameters Resolution

# Appendix



## Finance Team

### City of Dallas

**Department of Aviation**

**City Attorney's Office**

**Airport Consultant** – Unison Consulting, Inc.

**Co-Financial Advisors** – First Southwest Company

**Co-Financial Advisors** – Estrada Hinojosa

**Co-Bond Counsel** – McCall, Parkhurst & Horton L.L.P.

**Co-Bond Counsel** – Escamilla Poneck

**Trustee** – Wells Fargo Bank, N.A.

**Trustee Counsel** – Haynes and Boone

### Southwest Airlines

**Airline Consultants** – AvAir Pros

**Airline Counsel** – Winstead PC

**Printer** - TBD

### Underwriters

**Senior Managers** – Goldman Sachs (Lead)

**Co-Senior Mgrs** – Bank of America Merrill Lynch

**Co-Senior Mgrs** – Ramirez & Co.

**Co-Managers** – Citi

Comerica

**Co-Underwriters Counsel** – Katten Muchin Roseman LLP

Mahomes Bolden Warren Sigmon PC

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SUBJECT Sustainable Local Food Production and Distribution: Community Gardens and Farmers Markets

On December 14, 2009 staff will brief the Committee on the City's efforts to promote sustainable local food production and distribution. Please find attached a copy of the presentation, and feel free to contact me if you require additional information.

A handwritten signature in black ink, appearing to read 'Jill Jordan', with a long, sweeping underline.

Jill A. Jordan, P.E.  
Assistant City Manager

C: Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Deborah A. Watkins, City Secretary  
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Ryan S. Evans, First Assistant City Manager  
A. C. Gonzalez, Assistant City Manager  
Jill A. Jordan, PE, Assistant City Manager  
Forest Turner, Interim Assistant City Manager  
Frank Libro, Public Information Office  
Helena Stevens-Thompson, Assistant to the City Manager



# Sustainable Local Food Production and Distribution:

## Community Gardens and Neighborhood Markets

Dallas City Council  
Transportation and Environment Committee  
December 14, 2009

# Purpose

To brief the Committee on the following related elements of sustainable local food production and distribution:

- Community Gardens
- Farmers Markets

# Sustainability: Definition

Making decisions and taking steps that balance environmental, social, and economic demands of current and future generations.

# Sustainability: Contribution of local food production

## Economic:

- supports self-sufficiency, entrepreneurship, and creates local markets
- eases financial burden on families from high grocery bills
- promotes healthy nutrition; reduces medical needs/expenses

## Environmental:

- creates or maintains green space in a productive capacity
- reduces urban heat island effect
- assists with stormwater/watershed management
- reduces emissions from transport and visits to markets

## Social:

- increases local food security
- encourages neighborhood collaboration; reduces crime
- helps addresses hunger, e.g. donation gardens



## Community Gardens

# Definition

- “Any piece of land gardened by a group of people.”  
--American Community Gardening Association
- Typically considered a publicly functioning asset in terms of ownership, access and management
- May consist of individually tended plots on a shared parcel or may be communal (everyone shares a single plot)

# Purpose

In addition to growing food for individual consumption, community gardens may provide additional benefits :

1. economic – job training or entrepreneurial;
2. social – therapy or food pantry; or
3. environmental – reducing urban heat island effect; or
4. educational – school or demonstration



4. School garden in Dallas



1. For profit urban garden in Cleveland



2. Relaxation garden in Boston



3. City Hall rooftop garden in Chicago

# Purpose

Bottom line:

Community Gardens can provide a multitude of benefits in a variety of locations, and represent a relatively inexpensive, low-tech approach to becoming a more sustainable city.

Examples of existing gardens in Dallas



Our Savior  
(religious institution)



Lake Highlands  
(public/private)



Kramer School  
(education institution)

# Challenges to Success

- **Organization:** Individuals must voluntarily band together to organize, own and operate community gardens.
- **Maintenance:** Gardens can potentially falter from neglect such that they become code challenges with overgrown areas.

# City Government Role

Cities with successful, long-term track records of facilitating community gardens:

- Remove obstacles and barriers (e.g. zoning, land use issues, provide suitable land); and
- Collaborate with garden stakeholders (e.g. partnering with or helping to establish non-profits to maintain the gardens);
- Provide direct or indirect monetary and technical support (e.g. staff resources, technical assistance, grants, GIS mapping, newsletters);
- Protect adjacent properties from code issues.

(Examples of successful city programs can be found in Appendix A)

# Dallas' Experience

- Dozens of community gardens in Dallas have grown “organically” with little municipal participation
- 2008: City partnered with LHAIA to pilot a community garden on unused City property in Lake Highlands; assisted with grants, equipment donations and technical assistance
- 2009: City facilitated expansion of Lake Highlands garden that quadrupled the number of plots and added a donation garden; City’s ‘Loving My Community’ grant program funded two additional community garden projects



Our Savior (independent)



Lake Highlands (public/private)

# Local Challenges

Groups wishing to establish community gardens in Dallas face several challenges including:

- City Code does not allow for community gardens as a primary use on private property
- Locating suitable land is difficult
- No single point of contact in the City to assist with navigating the various permits required

# Steps for Overcoming Challenges

## 1. Strong Policy Statement

The first step the City of Dallas can take to join the ranks of other cities with community gardening success is to commit to a policy that:

- acknowledges local food production as a beneficial and desirable activity, and
- supports the creation of community gardens as a key element of local food production.
- Sample language: The City of X recognizes local food production as a valuable activity that can contribute to sustainability in community development, environmental awareness, positive social interaction and community education. In order to promote local food production, the City of X will collaborate with interested groups in assisting with the development of community gardens (Gardening Matters, Minneapolis, MN).

# Steps for Overcoming Challenges

## 2. Support Land Use

The second step to support such a policy in Dallas, is to increase the available space on which food can be grown by:

- Amending Chapter 51A of City Code: Modify the Agricultural Land Use to include a definition for 'Community Gardens' and specify requirements, zoning applicability and other provisions (ZOAC and CPC will need to consider this amendment)
- Assisting in securing suitable sites: Identify surplus or underutilized City-owned sites for potential use as gardens; explore allowing community gardens on Land Bank properties as an alternative to mowing (may require amending Chapter 329 of the Local Government Code 2011 State Legislative Session)

# Steps for Overcoming Challenges

## 3. 'One-Stop Shop'

The third step to support such a policy in Dallas, is to streamline the process for complying with existing City requirements:

- Establishing a 'one-stop shop': Appoint staff liaison to the gardening community to provide guidance in obtaining a water supply, water meter and various permits when necessary (plumbing, irrigation, electrical, building); to assist in grant preparation; and to work with departments to identify land suitable for community gardens and draft use agreements with interested gardening groups

# Next Steps

- Council action to approve policy language regarding support for local food production through community gardens
- Take Development Code amendments creating a 'Community Garden land use' before ZOAC



## Neighborhood Markets

# Farmers Market Definition and Purpose

- Marketplace for multiple local farmers and growers to sell or distribute their agricultural products directly to consumer
- Promotes healthy food choices by providing a convenient means of making locally-grown products available to consumers

# Downtown Farmers Market

- City owns and operates Dallas (downtown) Farmers Market (DFM)
  - Provides a means of distributing locally-grown farm products
  - Serves as economic anchor/destination on southeast corner of CBD
- Downtown farmers market
  - Opened to public in 1941
  - Established and governed by Chapter 29 of City Code
  - Operated as division of Convention and Event Services
  - Consists of 12 acres and 6 buildings
  - Operated 24x7 year around and closed only 3 days each year
  - Attendance estimated to be 2,000,000 per year
- City continues investment in downtown farmers market
  - 2006 Bond program (\$6.6m) funds infrastructure and other improvements
  - FY10 operating budget includes, \$1.7m revenue and \$1.8m expense

# Downtown Farmers Market (continued)

- Vendors at downtown farmers market
  - Local farmer roster has grown from 50 in 2008 to 150 in 2009
  - Number of non-farmer vendors include 47 produce (38 retail and 9 wholesale), 20 food, 7 non-food, and 2 floral/plant
- Items sold include produce (fruits/vegetables), specialty foods, eggs, meat, plants, jewelry, crafts and imports such as pottery
- Licenses and fees
  - Vendors are required to have a license to participate in DFM
    - \$0 for farmers who are exempt from this fee
    - \$125 semi-annual or \$250 annual fee for non-farmers
  - Daily stall rental is required and varies by type of dealer and time of year
    - Farmers range from \$7-\$21 per day
    - Others range from \$10-\$25 per day

# Neighborhood Farmers Markets

- Over last few years, business owners have shown interest in establishing Neighborhood Farmers Markets
  - Increased popularity with many citizens and stakeholders
  - Increases foot traffic to the anchor business
  - Supports local economy
  - Creates sense of community
  - Serve as another means for local growers/farmers to sell/distribute products directly to consumers
  - Promotes healthy food choices
  - Encourage sustainable living

# Neighborhood Farmers Markets Identified in Dallas

<b>Name</b>	<b>Location</b>	<b>Anchor Business</b>	<b>Schedule</b>	<b>Vendors</b>	<b>Products</b>
Bolsa	614 Davis Street	Bolsa Restaurant	Monthly - 1 <sup>st</sup> Sunday	5	Produce, meat, local gourmet specialty foods
Celebration Market	4503 W. Lovers Lane	Celebration Restaurant	Weekly - every Saturday	12	Produce, meat, specialty foods, crafts
Milestone	4531 McKinney	Milestone Culinary Arts	Monthly - 3 <sup>rd</sup> Sunday (May – Nov)	16	Produce, meat, specialty foods, crafts
Mockingbird Station	5300 E. Mockingbird Lane		Weekly - every Thurs. evening (April & May)	8	Produce, meat, specialty foods, crafts
North Haven Gardens	7700 North Haven		Monthly - 1 <sup>st</sup> Sunday (April – Aug)	7	Produce, meat, specialty foods
White Rock Lake	702 N. Buckner Blvd	Green Spot Market & Fuel	Monthly - 2 <sup>nd</sup> Saturday (June – Dec)	26	Produce, honey, meat, specialty foods, crafts, bicycle parts/repairs, plants, apparel

# Vision and Action Needed

- It is vision to have a strong and vibrant Dallas Farmers Market (downtown) and despite challenges, develop satellite neighborhood farmers markets
- To accomplish this, following is needed:
  - Ensure neighborhood farmers markets are complimentary to downtown farmers market with similar guidelines, regulations and fees
  - Establish clear permitting process for neighborhood farmers market operators and vendors
  - Provide oversight to neighborhood farmers markets to ensure vendors are protecting health, safety and general welfare of citizens through their distribution of safe food products
  - Allow neighborhood farmers markets to operate temporarily throughout city neighborhoods as long as approved/permitted by City

# Neighborhood Markets: Next Steps

- Recommend that neighborhood farmers markets be allowed and regulated by City
- Develop guidelines using research and experience of other cities (draft guidelines located in Appendix B) – December
- Assemble stakeholder group to consider and provide input on guidelines, regulations, fees and process – January
- Brief Transportation and Environment Committee on final recommendations and amendments to Chapter 29 of City Code (Municipal Farmers Market) – February
- Seek City Council approval – March



## Appendix A

# Community Gardens: Examples of City Successes

## Boston, MA:

- City began sponsoring a War Gardens Program in 1931 involving 30,000 residents
- In the 1970's, City began providing land to local non-profits to garden
- In 1975, City first applied CDBG funds towards the creation of City-sponsored gardens (now known as the Grassroots Program)
- Annually, 3-5 Technical Assistance grants up to \$25,000 and 3-5 Construction grants up to \$150,000 are awarded (capital construction only, no maintenance)
- Gardens range from food production for consumption and education to neighborhood beautification – City considers gardens of all types as critical to their open space management program

# Community Gardens: Examples of City Successes

## Seattle, WA:

- Department of Neighborhoods created the P-Patch Program in 1973 in conjunction with a local non-profit
- Currently provides 68 gardens with 4 more planned in 2009
- 3,800 gardeners work 23 acres of land
- City provides searchable interactive map and technical resources
- In this decade 22 gardens were awarded City grants in amounts ranging from \$2,000 to \$15,000
- A recent gardener survey indicated that one quarter of gardeners share produce once a week and 38% report sharing at least once a month

# Community Gardens: Examples of City Successes

## Oakland, CA

- Parks and Recreation Department sponsors 8 community gardens throughout the City; the first began in 1973
- City coordinates a volunteer program with liaisons in charge of each garden
- Rules, regulations and application for individual participation are hosted on the City's website
- Sale of t-shirts funds the purchase of gardening tools



## Appendix B

# Draft Guidelines for Consideration

Who will issue permits for neighborhood markets?	Neighborhood Market permits will be issued through Dallas Farmers Market.
Who can apply for a permit?	An individual or group may apply for Neighborhood Market permit.
What is the applicant responsible for?	Applicant will be responsible for ensuring that market and vendors comply with all established rules and regulations, and will serve as onsite manager of market.
Will fees be charged?	Market organizers will be required to pay \$250 annual fee to City. Vendor license fee paid to City is \$0 for farmers and \$125 annually for non-farmers. Daily stall fees paid to City range from \$7-\$25 for all vendors in same amounts as at DFM.
Where will neighborhood markets be allowed to operate?	Commercially zoned private property, city owned property, churches, and schools. Temporarily over-ride zoning with permit.
Is approval of property owner required?	Notarized approval of property owner is required and must be submitted along with permit application.
What distance from Dallas Farmers Market is required?	3 miles.
What distance from other markets is required?	3 miles between neighborhood markets.
Is there a limit on number of markets that will be permitted?	No more than 10 neighborhood markets will be permitted each year.

# Draft Guidelines for Consideration (continued)

<p>When are neighborhood markets allowed to operate?</p>	<p>No more frequent than one time per week, and limited to 24 times per year. Not to exceed 6 hours per occurrence.</p>
<p>What type of products can be sold at neighborhood markets?</p>	<p>At least 80% of vendors must sell local farm-grown produce.          No more than 20% of vendors may sell non-potentially hazardous foods, value added foods, other specialty foods and vendor made/sold art/craft items.          Potentially hazardous foods, live animals or sale of services are not allowed.</p>
<p>What is considered local?</p>	<p>Produce must be grown within a Texas county that is completely or partially located within a 150-mile radius of DFM.</p>
<p>Will slicing and sampling of foods be allowed?</p>	<p>Only with a Temporary Food Establishment permit and if all requirements of Chapter 17 (Food Establishments) are met. Food Establishment permits in conjunction with Neighborhood Market permit will be exempt from frequency restrictions for sampling.</p>
<p>Are other permits or approvals required?</p>	<p>Tent permit, building permit, electrical permit, food establishment permit, alcoholic beverage licenses, and all other permits and licenses required by ordinance or other law may be required and must be applied for separately.</p>
<p>What other issues will the permit address?</p>	<p>Other items that will be addressed include traffic control, parking, insurance, public restrooms, access to running water, solid waste disposal, etc.</p>

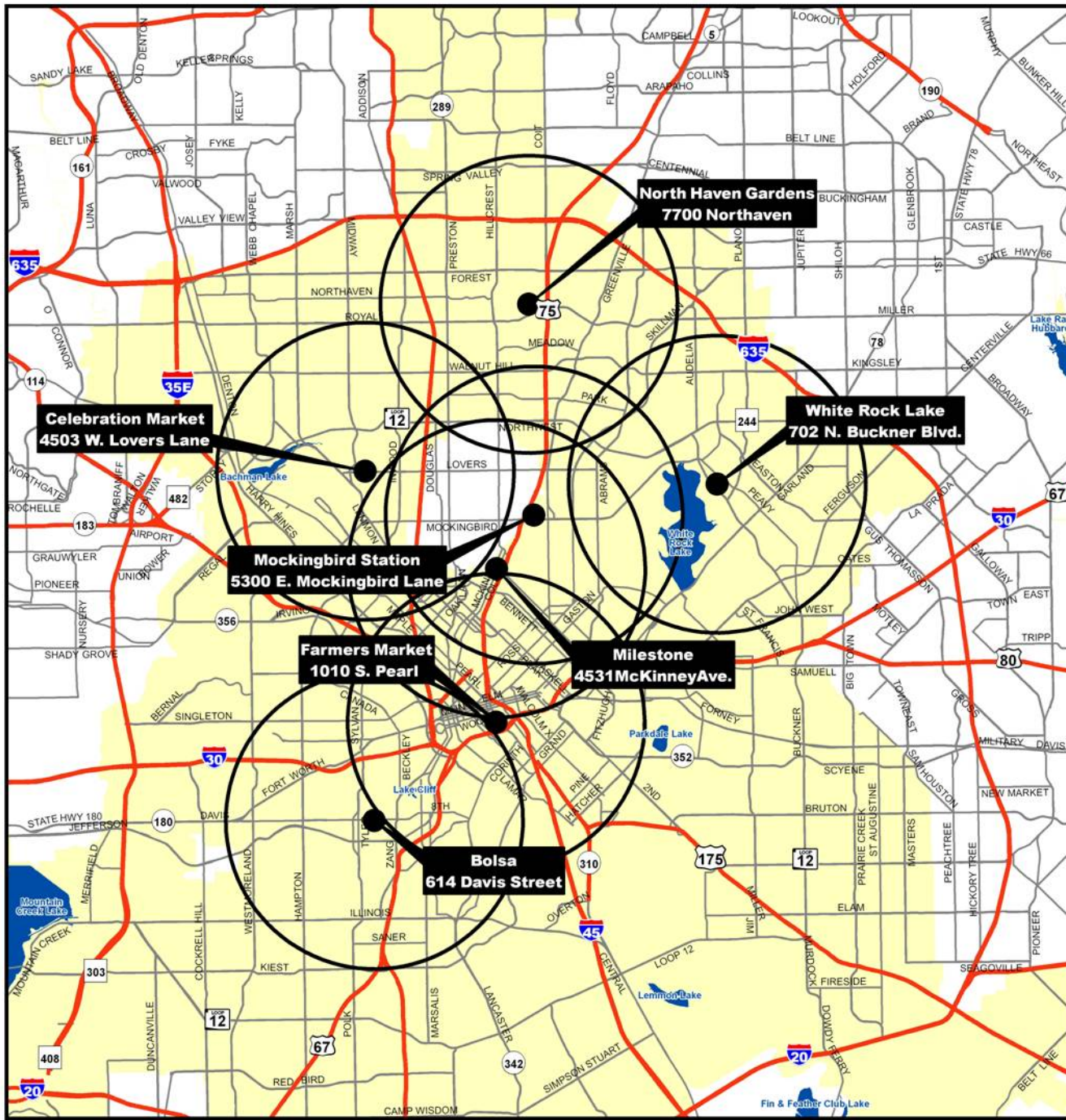
# Markets in Other Cities

- Other cities are dealing with neighborhood markets too and offer guidance
- Fort Worth, TX:
  - 1) City does not own or operate
  - 2) Neighborhood markets are allowed on properly zoned private property that has another active business on the property
  - 3) Permitting process exists and fees range from \$65 to \$200 annually
  - 4) Only fruits, vegetables or other produce are allowed (cutting/slicing are not allowed)
- Houston, TX:
  - 1) City does not own or operate
  - 2) Neighborhood markets are allowed on non-residential private property
  - 3) Permitting process exists and allows sale of farm produce as a peddler with fee of \$100 annually and allows certified farmers markets with fee of \$150 to \$250 annually
  - 4) Only farm-grown produce or packaged processed foods are allowed

# Markets in Other Cities (continued)

- Seattle, WA:
  - 1) City does not own or operate, but does allow markets on City property
  - 2) Most are located on private property, but recently allowed to locate on public property such as Parks; when located on private property, zoning must be complied with or change of use action must be taken
  - 3) Permitting process exists and includes \$250 annual fee + \$10 hourly use fee (other fees may apply as well)
  - 4) Markets must include 70% of vendors from Washington State farms, and sale only fresh farm products, value added farm products, dried flowers/crafted farm products, processed foods, and prepared foods
- Austin, TX:
  - 1) City does not own or operate, however, Austin contributes some funding
  - 2) Neighborhood markets are privately operated and must comply with zoning restrictions
  - 3) Permitting process exists and includes annual permit from \$90 to \$210 dependent upon products sold
  - 4) Products sold include produce, prepared food and crafts

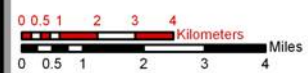
# Three Mile Buffer of Locations of Interest



**Legend**

- Locations
- Buffer (3mi.)
- Major Roads
- Major Lakes
- Dallas City Limits

Data Source:  
 Roads; City Limits; Lakes - City of Dallas Public Works GIS Division  
 Locations - Submitted by city staff



*This data is believed to be correct, but its accuracy cannot be guaranteed. It is the users' responsibility to confirm the accuracy of this data. Please contact the original creators of this data for questions pertaining to its use. Information about this data can be viewed in the metadata file associated with it. If you have any questions please contact the City of Dallas Infrastructure and Management/GIS Division*

Projected coordinate system name:  
 NAD\_1983\_StatePlane\_Texas\_North\_Central\_FIPS\_4202\_Feet  
 Geographic coordinate system name: GCS\_North\_American\_1983



# Memorandum



CITY OF DALLAS

DATE December 11, 2009

TO Members of the Transportation and Environment Committee:  
Linda Koop (Chair), Sheffie Kadane (Vice Chair), Jerry R. Allen, Tennell Atkins,  
Carolyn R. Davis, Angela Hunt, Delia Jasso, Pauline Medrano, Ron Natinsky,  
Vonciel Jones Hill

SUBJECT CNG-Powered Taxicabs at DFW Airport

Attached is the "Board Brief" from the November 24, 2009 DFW Board meeting that will be presented to you on December 14, 2009. The board approved an incentive program for dedicated Compressed Natural Gas (CNG) powered taxicabs operating at DFW International Airport.

Please contact me if you need additional information.

A handwritten signature in black ink, appearing to read "Jill Jordan".

Jill A. Jordan, P.E.  
Assistant City Manager

c: The Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Thomas P. Perkins Jr., City Attorney  
Deborah Watkins, City Secretary  
Craig Kinton, City Auditor  
Judge C. Victor Lander, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
A.C. Gonzalez, Assistant City Manager  
Forest Turner, Assistant City Manager  
David K. Cook, Chief Financial Officer  
Jeanne Chipperfield, Director, Office of Financial Services  
Edward Scott, City Controller  
Rick Galceran, P.E., Director, Public Works and Transportation  
Theresa O'Donnell, Director, Sustainable Development and Construction Department  
Helena Stevens-Thompson, Assistant to the City Manager

# BOARD BRIEF



DALLAS /FORT WORTH INTERNATIONAL AIRPORT  
3200 EAST AIRFIELD DRIVE, P.O. BOX 619428  
DFW AIRPORT, TEXAS, 75261-9428

## **CNG-powered Taxicabs**

**November 24, 2009**

At the November Board meeting, the Board approved an incentive program for dedicated Compressed Natural Gas (CNG) powered taxicabs operating at DFW International Airport, which includes "head of the line" privileges for CNG cabs.

Today, the DFW Ground Transportation staff issued its first permit for a CNG-powered taxicab, a 2008 Chevrolet Impala owned by Yellow Cab of Dallas.

We anticipate that the first CNG "head of the line" dispatch will occur before noon on Wednesday.

It is our understanding that Yellow Cab and Executive Taxi have a joint shipment of eight additional CNG vehicles which will be arriving for permits in the next few weeks.

In support of the newly approved program, DFW Ground Transportation staff members developed a CNG decal to be placed on all dedicated CNG taxicabs operating at DFW.

This new decal will serve to quickly identify a dedicated CNG taxi for our passengers and staff, and will connect the CNG effort to the Board's overall sustainability initiatives.

DFW staff also created an informational newsletter addressing the benefits of CNG-powered taxicabs.

In addition to showing the environmental and financial benefits of operating a dedicated CNG taxi, the newsletter also offers important information on CNG conversions, fueling and safety, plus provides several important web links for more detailed CNG information for service providers and drivers.

If you have any questions or would like more information, please feel free to contact us.