

# Memorandum



CITY OF DALLAS

DATE June 5, 2023  
HONORABLE MEMBERS OF THE WORKFORCE, EDUCATION, AND EQUITY COMMITTEE: Jaynie  
TO Schultz (Chair), Casey Thomas (Vice-Chair), Jaime Resendez, Paula Blackmon, Jesse  
Moreno, Adam McGough, Omar Narvaez  
SUBJECT **Small Business Center Workforce Development Day Labor Outreach Center  
Update**

The purpose of this memorandum is to provide an update on the Day Labor Center Program.

On April 10, 2023, an update on the Day Labor Program was provided to the Workforce, Education, and Equity Committee (WEE) which included the hiring of the Day Labor Program Coordinator and the continued focus on the data collection, community engagement, and outreach to support a future pilot program.

The Small Business Center (SBC) has continued working with internal city departments, including Building Services, Sanitation, Office of Community Care, Public Works – Real Estate, and the Dallas Police, to determine possible locations to pilot the program and address location requirements, including but not limited to, districts where day laborers currently gather, easily accessible (D.A.R.T., major highways), adequate space for intended use, needs of day laborers and contractors, drive thru access, covered pavilion for inclement weather, benched outdoor area(s), access to restrooms, and a non-residential area preferably where the community can benefit from the services provided, preventing any potential disturbance to residents.

Benchmarking efforts are underway with other municipalities, as well as engagement with employers and contractor organizations in preparation for implementation in FY23/24. In addition, location options in Districts 2 and 13 are currently under review, as well as options to refurbish two mobile units that are no longer being used by the Dallas Police Department to support the program.

As previously communicated, SBC will utilize the data collection process underway to inform a proposed operational budget for dedicated day labor center (s) in alignment with the City Manager's proposed FY 23/24 General Fund budget.

Staff will be available during the Workforce, Education, and Equity Committee meeting on June 5, 2023, to respond to questions or provide additional information.

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In the meantime, should you have any questions or need additional information please feel free to contact me or Joyce Williams, Director, Small Business Center at [joyce.williams@dallas.gov](mailto:joyce.williams@dallas.gov).



Kimberly Bizor Tolbert  
Deputy City Manager

c: T.C. Broadnax, City Manager  
Tammy Palomino, Interim City Attorney  
Mark Swann, City Auditor  
Billieae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Dr. Robert Perez, Assistant City Manager  
Carl Simpson, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors