

ECONOMIC DEVELOPMENT COMMITTEE
DALLAS CITY COUNCIL COMMITTEE AGENDA

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CITY SECRETARY
DALLAS, TEXAS

MONDAY, AUGUST 15, 2016
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA
DALLAS, TEXAS 75201
9:00 A.M. – 10:30 A.M.

Chair, Councilmember Rickey D. Callahan
Vice-Chair, Councilmember Casey Thomas, II
Councilmember Lee M. Kleinman
Councilmember Carolyn King Arnold
Councilmember Adam Medrano
Councilmember B. Adam McGough

Call to Order

1. Approval of August 1, 2016 Economic Development Committee Minutes

BRIEFINGS

2. Public Improvement Districts (PIDs) Overview *Karl Zavitkovsky*
Director, Office of Economic Development
3. Small/Microenterprise Business Development *Karl Zavitkovsky*
Basics Pilot Program Director, Office of Economic Development

4. **UPCOMING AGENDA ITEMS**

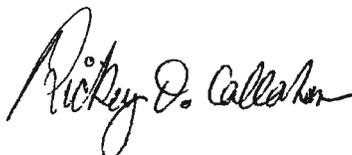
August 24, 2016

Sustainable Development & Construction

- A. A resolution **(1)** declaring approximately 4,820 square feet of unimproved land near the intersection of Polk Street and Turner Avenue property unwanted and unneeded and authorizing its advertisement for sale by public auction; **(2)** authorizing a Purchase and Sale Agreement to be prepared for the auctioned surplus property receiving the highest qualified bid that is sold absolute; and **(3)** waving the minimum reserve amount - Estimated Revenue: \$28,920
- B. Authorize a two-year lease agreement with Shawnee, Inc. for approximately 1,800 square feet of office space located at 9451 Lyndon B Johnson Freeway, Suite 125 to be used as a Northeast Community Court for the period January 1, 2017 through December 31, 2018 - Not to exceed \$45,360 - Financing: City Attorney's General Funds (subject to annual appropriations)
- C. An ordinance granting a revocable license to Raising Cane's Restaurants, LLC for the use of a total of approximately 1,145 square feet of land to occupy, maintain and utilize landscaping and irrigation on portions of Forest Lane right-of-way, near its intersection with North Central Expressway - Revenue: \$200 one-time fee, plus the \$20 ordinance publication fee
- D. Authorize amendments to the City Plan Commission's (CPC) Rules of Procedure relating to additional or revised conditions, plans, or deed restrictions submitted to the Commission after the case report was distributed to CPC - Financing: No cost consideration to the City

- E. An ordinance abandoning a portion of an access and underground utility easement to John McReynolds and Ann McReynolds, the abutting owners, containing approximately 6,985 square feet of land, located near the intersection of Strait Lane and Dorbert Road - Revenue: \$5,400, plus the \$20 ordinance publication fee
- F. Authorize acceptance of a zoning application on property with delinquent taxes located at 3422 Cedardale Road - Financing: No cost consideration to the City

Adjourn



Rickey D. Callahan, Chair
Economic Development Committee

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 in 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.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

Economic Development Committee **DRAFT**

Meeting Record

August 1, 2016

The Economic Development Committee meetings are recorded. Agenda materials and audiotapes may be reviewed/copied by contacting the Office of Economic Development, Staff Coordinator at 214-670-1686.

Meeting Date: August 1, 2016 **Meeting Start time:** 9:08 AM

Committee Members Present:

Rickey D. Callahan (Chair)
Casey Thomas, II (Vice-Chair)
B. Adam McGough
Adam Medrano
Carolyn King Arnold

Staff Present:

Ryan S. Evans, First Assistant City Manager,
City Manager's Office
Karl Zavitkovsky, Director, Office of Economic
Development
Mark Duebner, Director, Aviation

Other Council Members Present:

Other Presenters:

1. Approval June 20, 2016 Minutes of the Economic Development Committee

Presenter(s):

Action Taken/Committee Recommendation(s): Motion made to approve the minutes

Motion made by: Mr. Thomas

Motion seconded by: Mr. McGough

Item passed unanimously: X

Item passed on a divided vote: _____

Item failed unanimously: _____

Item failed on a divided vote: _____

Follow-up (if necessary):

2. Upcoming Agenda Items

August 10, 2016

Economic Development

- A. Authorize the first amendment to the development agreement with Dallas Hartford, LLC for the Hartford Building project to: (1) extend the completion deadlines for the public improvements on the open space portion of the Hartford Building redevelopment project from June 30, 2016 to December 31, 2016; and (2) split the approved TIF funding into two phases, thereby allowing for separate reimbursement for the Hartford Building and the open space - Financing: No cost consideration to the City
- B. Authorize an amendment of the development agreement with Trinity Groves, LLC, for the Trinity Groves Retail/Restaurant Project to extend requirement to complete date for the project by one year, from June 30, 2015 to June 30, 2016 - Financing: No cost consideration to the City
- C. Authorize amendments to the Dallas Development Fund's certificate of formation and bylaws, and the City Manager to file the amended certificate of formation with the Secretary of State - Financing: No cost consideration to the City
- D. Authorize approval of out of state financing for the Statler/Library redevelopment project to allow a Public Finance Authority to issue bonds pursuant to Wisconsin law – Financing: No cost consideration to the City

E. **Neighborhood Empowerment Zone and Business Personal Property Tax Abatement Authorization**

* Authorize a resolution designating the approximately 7.4034 acres of property located at 2822 Glenfield Avenue in Dallas Texas, 75233 as City of Dallas Neighborhood Empowerment Zone No. 5 ("NEZ No.5"), pursuant to Chapter 378 of the Local Government Code to promote an increase in economic development in the zone, establishing the boundaries of the Neighborhood Empowerment Zone and providing for an effective date – Financing: No cost consideration to the City

* Authorize a 50 percent business personal property tax abatement agreement for 8 years with SVC Manufacturing, Inc. in consideration of an expansion of its beverage manufacturing operation that will generate new taxable investment and job creation at 2822 Glenfield Avenue, Dallas, Texas 75233 furthering the City of Dallas' economic development goals pursuant to the City's Public/Private Partnership Program Guidelines and Criteria - Revenue: First year revenue estimated at \$97,553; eight-year revenue estimated at \$578,813 (Estimated revenue foregone for eight-year business personal property tax abatement estimated at \$578,813)

Sustainable Development & Construction

- F. Authorize acquisition of a wastewater easement from The CTC Family Limited Partnership, of approximately 5,313 square feet located near the intersection of Storey Lane and Timberline Drive for the Storey Lane Project - Not to exceed \$58,000 (\$53,000 plus closing cost and title expenses not to exceed \$5,000 - Financing: Water Utilities Capital Construction Funds
- G. Authorize the quitclaim of 106 properties acquired by the taxing authorities from the Tax Foreclosure Sheriff's Sale to the highest bidders; and authorize the execution of release of liens for any non-tax liens that may have been filed by the City and were included in the foreclosure judgment (list attached) - Revenue: \$1,160,933
- H. Authorize an amendment to an existing ten-year lease agreement with Family Gateway, Inc. to extend the lease agreement for an additional ten years for the continued use of a 22,500 square foot building known as the Family Gateway Center located at 711 South St. Paul Street for the period September 27, 2016 through September 26, 2026 - Revenue: \$1
- I. An ordinance granting a revocable license to Eleven Entertainment DFW, LLC dba Louie Louie's Dueling Piano Bar for the use of a total of approximately 242 square feet of aerial space to occupy, maintain and utilize a sign and a canopy over portions of Elm Street right-of-way, near its intersection with Good Latimer Expressway – Revenue: \$1,000, plus \$100 one-time fee, plus the \$20 ordinance publication fee
- J. An ordinance granting a private license to Elm at Stoneplace Holdings, LLC for a total of approximately 1,225 square feet of subsurface space to occupy, maintain, and utilize basements under portions of Main and Elm Streets rights-of-way, near their intersection with Ervay Street - Revenue: \$2,867 annually, plus the \$20 ordinance publication fee
- K. An ordinance granting a Planned Development District for MU-3 Mixed Use District uses on property zoned an MU-3 Mixed Use District within the northeast quadrant of Churchill Way and Coit Road - Z156-191 - Financing: No cost consideration to the City

Aviation

- L. Authorize a final termination payment of \$3,320,000 to Jet Center of Dallas, LLC as per the terms of the early termination agreement executed on October 23, 2015 between the City of Dallas and Jet Center and previously approved on December 9, 2015 - Not to exceed \$3,320,000 - Financing: Aviation Current Funds

- M. Authorize a five-year lease agreement with Harry Hines Venture, LP, a Texas Limited Partnership, with a purchase option agreement for approximately 5.27 acres or 229,781 square feet (site 1) of land located at 6612 and 6720 Harry Hines Boulevard for an employee parking facility for Dallas Love Field - Not to exceed \$7,157,844 - Financing: Aviation Current Funds - (\$2,102,676 for Year 1 and \$1,263,792 annually for Years 2 through 5) (subject to annual appropriations)

- N. Authorize a five-year lease agreement with Harry Hines Venture II, LP, a Texas Limited Partnership, with a purchase option agreement for approximately 3.55 acres or 154,658 square feet (site 2) of land located at 2032, 2108, 2110, 2112, 2114, 2116, and 2128 Hawes Avenue, to be used for an employee parking facility for Dallas Love Field - Not to exceed \$4,675,089 - Financing: Aviation Current Funds (Not to exceed \$1,581,921 in Year 1 and \$773,292 annually in Years 2 through 5) (subject to annual appropriations)

Action Taken/Committee Recommendation(s): Motion made to recommend all the items to full council

Motion made by: Mr. Thomas

Motion seconded by: Mr. McGough

Item passed unanimously: X

Item passed on a divided vote: _____

Item failed unanimously: _____

Item failed on a divided vote: _____

Follow-up (if necessary):

3. Parking Development at Dallas Love Field – Update

Presenter(s): Mark Duebner, Director, Aviation

Action Taken/Committee Recommendation(s): No Action Taken

Motion made by:

Motion seconded by:

Item passed unanimously: _____

Item passed on a divided vote: _____

Item failed unanimously: _____

Item failed on a divided vote: _____

Follow-up (if necessary):

Meeting Adjourned: 10:19 A.M.

Approved By: _____

Memorandum



DATE August 12, 2016

TO Members of the Economic Development Committee:
Rickey D. Callahan (Chair), Casey Thomas, II (Vice Chair), Adam Medrano,
Lee M. Kleinman, Carolyn King Arnold, B. Adam McGough

SUBJECT **Public Improvement Districts (PIDs) Overview**

On Monday, August 15, 2016, the Economic Development Committee will be briefed on Dallas' Public Improvement Districts (PIDs). Briefing material is attached.

Should you have any questions, please contact me at (214) 670-3296.



Ryan S. Evans
First Assistant City Manager

C: The Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager

Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Karl Zavitkovsky, Director, Office of Economic Development
J. Hammond Perot, Assistant Director, Office of Economic Development
Elsa Cantu, Assistant to the City Manager – Mayor & Council

Public Improvement Districts (PIDs) Overview

Economic Development Committee
August 15, 2016



Dallas PID Overview - Purpose

- Review PID governance, operating parameters, management, assessment, and reporting
- Provide the Economic Development Committee with brief overview of 13 PIDs including:
 - 2016/2017 Service Plans
 - 2016 Assessment Apportionment Plans
- Request Economic Development Committee approval of proposed 2017 Service Plans and 2016 Assessment Apportionment Plans with recommendation for Council to call a Public Hearing on 8/24/16 to be held on 9/14/16 and thereafter approve the Service Plans and apportionment of assessments

Dallas PID Overview

- A PID is a special assessment area created at the request of property owners in district via petition
- City's jurisdiction to levy assessment is limited to amount and uses approved by petitioners and Local Government Code Chapter 372
- Assessment is used for supplemental services or improvements above and beyond City services
 - Eligible costs include marketing, providing additional security, landscaping and lighting, street cleaning, promotion, health and sanitation services, and cultural or recreational improvements
- Assessment collected with tax bill, which city directs to PID's management company to fund Service Plan (budget)
- Assessment hearing considers apportionment concerns and adjustments among approved budget categories; City Council has no discretion to change or increase the levy

Dallas PID Overview – Current PIDs

- Dallas Downtown Improvement District (expires 2020)
- Deep Ellum PID (expires 2020)
- Klyde Warren Park/Dallas Arts District PID (expires 2021)
- Knox Street PID (expires 2017)
- Lake Highlands PID (expires 2022)
- Oak Lawn-Hi Line PID (expires 2023)
- Prestonwood PID (expires 2018)
- South Dallas/Fair Park PID (expires 2023)
- South Side PID (expires 2019)
- Tourism PID (expires 2029)
- University Crossing PID (expires 2020)
- Uptown PID (expires 2019)
- Vickery Meadow PID (expires 2022)

Dallas PID Policy – Governance

- PIDs governed by state law and City of Dallas PID Policy (adopted in December 2005 and last amended on October 23, 2013)
- Individual PIDs governed by property owner elected boards
- PID managed by designated non-profit organization or homeowners' association (Management Company)
- City contracts with Management Company to receive assessment
- State law requires that City Council annually:
 - Review/approve updated 5-year Service Plan. Council may approve adjustments among petition-approved categories
 - Hold a public assessment hearing to pass on property owners' concerns about adjust PID levy on particular property
 - At close of assessment hearing, Council approves Service Plan, authorizes levy, and approve the apportionment

Dallas PID Policy – Boundaries

- With the exception of the Klyde Warren Park/Dallas Arts District and Tourism PIDs (which may renew as configured), no future PIDs will be allowed to be created that overlap boundaries of another Dallas PID
- Boundaries of existing PIDs can ONLY be modified as part of a renewal process
- An existing PID may petition City to be dissolved and re-created with a new boundary subject to petition requirements and approval by City Council (\$15,000 application fee required to cover City costs for review)
- Boundary of the Tourism PID includes all hotels located in Dallas that contain 100 or more rooms at time of creation. Hotels that drop below 100 room level will be removed from Tourism PID assessment rolls. New hotels may only be added as part of renewal process

Dallas PID Policy – Petition Thresholds

- To create or renew a PID, property owners petition City.
- In new and renewing PIDs, the City requires signed petitions of support from:
 - Owners representing at least 60% of the value; **AND**
 - Owners representing at least 60% of land area **OR** 60% of all record Owners
 - Note that City Council made an exception to its policy for the South Dallas/Fair Park PID
- City has a higher requirement in Single-Family PIDs,
 - Owners representing at least 66.7% of the value; **AND**
 - Owners representing at least 66.7% of land area **OR** 66.7% of all record Owners
- Council may amend its policy for good cause
- Except for TPID, minimum State standard for petition support is lower than City standard:
 - Owners representing more than 50.0% of the value; **AND**
 - Owners representing more than 50.0% of land area **OR** 50.0% of all record Owners

Dallas PID Policy – Term & Renewal

- Dallas, PIDs are typically authorized for a term of up to seven (7) years with option of renewal (there is no state requirement related to the term of a PID)
 - There is a legal interpretation that a PID may not collect more than the approved amount during the term
 - If over-collection anticipated, PIDs may renew and have a longer term (i.e. if a PID renews 2 years early, may have a 9 year term)
 - Council may approve petitions for shorter/longer terms
- Renewal process requires preparing a budget, service plan and assessment plan for the district and petitioning of property owners
- PID applications / renewals include:
 - List of properties and tax roll
 - Map with clear property description
 - Description of management entity
 - Amount of assessment/method of apportionment
 - Description of benefits
 - Budget/Service Plan for entire term

Dallas PID Policy – Deadlines / Eligible Locations

- PID petitions for new or renewing districts are due on April 1st annually for approval by September 15th. Signatures for PID petitions must be gathered between October 1 and April 1 prior to submission of petition
- Locations:
 - Most of the PIDs are in mixed-use districts
 - PIDs may be in residential districts (e.g. Prestonwood)
 - PID Policy does NOT allow creation of PID Districts in undeveloped subdivisions

Dallas PID Policy –Apportionment

- Assessments will be apportioned based on benefit received. The assessment is converted to a rate for Dallas County Tax Office prior to levy
 - Maximum PID converted rate in Dallas is \$0.15 per \$100 valuation
 - Subject to dollar limit approved by petition
- Apportionment for Tourism PID is unique
 - Collected by hotels based on room nights sold (measured as 2% of cost of hotel rooms sold) resulting in apportionment based on benefits realized

Dallas PID Policy – Creation/Operating Parameters (cont.)

- Administrative expenses, including costs for day to day City Staff administration, for a PID are limited to 15% of total budget in any year
- A PID management contract contains procedures for terminating the PID without imposing unintended costs on City
- A PID dissolution has same petition and hearing requirements as creation or renewal

Dallas PID Policy

Management and Reporting

All PID management entities are required to:

- Submit quarterly reports on activities and expenditures
- Have an independent financial audit annually
 - Consider audits of underlying transactions for transparency and conformance to PID budget
- Hold an annual open meeting (minimum two weeks prior notice) to provide public input from property owners on service plan (budget)
- City representatives may attend regular board meetings

Dallas PID Policy – City Staff PID Oversight Cost

Staff's PID administrative costs are charged to PIDs

- Costs related to the annual Assessment Rate and Service Plan approval process:
 - Printing, stuffing, postage and mailing hearing notice to property owners
 - Staff time for City Council items preparation
 - Dallas Morning News public hearing notice publication cost
- Cost of PID oversight (including City staff time for attending meetings, reviewing reports, preparing tax rolls, etc.)
- Only PIDs with provision in current management contract for City oversight cost recovery may be charged (will add to others at next renewal)
- Allows PID monitoring process to be budget neutral for City

Dallas PID Overview – Valuation/Assessment Rates

- Property value increases in PID districts varied from last year
- But all PIDs have increased over last year
- Some districts with large property value increases anticipate early renewal to allow PID funding to catch up with increasing service needs – Deep Ellum, Klyde Warren Park/Dallas Arts District and Uptown
- No districts will exceed its assessment collection authority with 2017 collections

PID Name	% Change in property valuation
DID	11.1%
Deep Ellum PID	10.3%
Klyde Warren Park/DAD	12%
Knox Street PID	24.8%
Lake Highlands PID	18.4%
Oak Lawn-Hi Line PID	12.4%
Prestonwood PID	8%
South Dallas/Fair Park PID	N/A
South Side PID	41.8%
University Crossing PID	15%
Uptown PID	15.9%
Vickery Meadow	7.9%

Dallas PID Overview – Valuation/Assessment Apportionment

- PID Assessments Apportionment:
 - All PIDs will assess the same converted rate as last year except Prestonwood (increases from \$0.07 per \$100 valuation to \$0.0825 per \$100 valuation) and South Dallas/Fair Park PID (initial year)
- PID Service Plans
 - Tourism PID operates on October 1 – September 30 fiscal year
 - All other PIDs operate on calendar year
- Tourism PID will collect approximately \$16.5 million in assessment revenue in 2017 to enhance marketing and incentive programs to bring more conventions, meetings, and visitors to Dallas
- Remaining twelve PIDs will collect an estimated \$14.3 million in assessment revenue in 2017 to provide a range of supplemental services and improvements that specially benefit property and district (prior to deducting admin fees)

Dallas PID Overview – Miscellaneous

- Expiration dates based on date of formation or last renewal
- Number of property owners range from a low of 45 (Oak Lawn-Hi Line) to 2,333 (Vickery Meadow)
- Many Service Plan budgets focus on public safety. Other common budget line items include: parks, infrastructure improvements and business promotion/marketing
- Dallas Downtown Improvement District (DID) is only PID where City owned properties are assessed. City agreed to assessment based on benefits received by many City owned facilities in downtown area

DID – City Owned Property

DID Assessment for City Owned Property

2004	\$191,976
2005	\$194,411
2006	\$209,500
2007	\$278,000
2008	\$745,522
2009	\$628,776
2010	\$575,906
2011	\$578,576
2012	\$579,427
2013	\$562,608
2014	\$612,441
2015	\$676,048
2016	\$651,427

For each applicable City owned property, an assessment is paid based on its market value

DID – City Owned Property (cont.)

DID benefits to the City:

➤ Services/improvements:

- DPD supplemental security services
- Homeless court/case management
- Trash collection and public area enhancement
- Median improvements, landscaping, tree replacement
- Banners and holiday tree lighting
- Leadership to help address issues such as loitering, parking, and retail recruitment; coordination with DPD; Downtown 360 Plan; trolley planning; marketing; and signage/wayfinding

Dallas PID Overview – District Comparison Chart

	Deep Ellum	Downtown	Klyde Warren Park/DAD	Knox Street	Lake Highlands	Oak Lawn Hi-Line
Expiration	December 31, 2020*	December 31, 2020	December 31, 2021*	December 31, 2017	December 31, 2022	December 31, 2023
Accounts	689	1948	671	56	1,108	45
Total Value	\$338,499,640	\$5,646,517,500	\$4,228,605,757	\$213,960,830	\$390,426,420	\$230,490,620
2016 (gross) Assessment	\$406,200	\$7,284,008	\$1,057,151	\$288,847	\$507,554	\$345,736
Change in value (2015 to 2016)	10.3%	11.1%	15%	24.8%	18.4%	12.4%
Standard Assessment Rate per \$100	0.12	0.129	.025	0.15	0.13	0.15
2017 Proposed Budget	\$392,167	\$6,581,041	\$1,047,742	\$906,935**	\$498,633	\$345,612

Notes: Total assessment values are based on properties assessed in the PIDs.

* Early renewal of this PID anticipated; however, maximum collection will not take place in 2017 relative to the aggregate 7 year limits.

** The Knox Street PID budget includes a large capital expenditure for Complete Streets improvements using funding set aside for this purpose in previous years

Dallas PID Overview – District Comparison Chart

	Prestonwood	S Dallas /Fair Park	South Side	Uptown	Tourism	University Crossing	Vickery Meadow
Expiration	December 31, 2018	December 31, 2023	December 31, 2019	December 31, 2019*	September 30, 2029*	December 31, 2020*	December 31, 2022
Accounts	1,030	636	132	2,161	120 accounts at the time of the TPID's renewal	304	2,333
Total Value	\$432,945,120	\$69,508,290	\$137,479,700	\$5,021,437,770	N/A	\$801,506,590	\$1,002,166,970
2016 (gross) Assessment	\$357,180	\$104,262	\$197,726	\$2,259,647	\$16,528,576	\$801,507	\$689,863
Change in value (2015 to 2016)	7.9%	N/A	41.8%	15.9%	NA	15%	7.9%
Premium Assessment Rate per \$100	N/A	N/A	0.15	N/A	Assessment based on hotel usage based on 2 percent of total collections on room rentals	N/A	0.10
Standard Assessment Rate per \$100	0.0825	.15	0.12	0.045		0.10	0.05
2017 Proposed Budget	\$316,580	\$95,481	\$192,931	\$2,245,574	\$16,528,576	\$1,037,000	\$895,420

Notes: Total assessment values are based on properties assessed in the PIDs.

* Early renewal of this PID anticipated

Recommended Next Steps

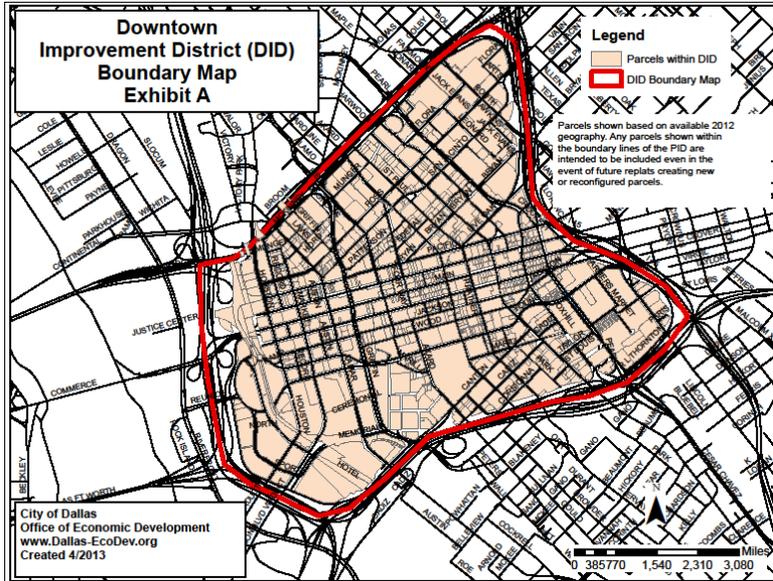
Economic Development Committee recommendation for Council consideration of:

- ✓ Action on August 24, 2016 to call public hearings to consider annual assessment roll for all Dallas PIDs
- ✓ Hold public hearings on September 14, 2016
- ✓ At close of hearings, set 2016 Assessment Roll and adopt 2016/2017 Service Plan for thirteen PIDs

Appendix 1

Public Improvement Districts Summary

Dallas Downtown Improvement District (DID) - Annual Plan Summary

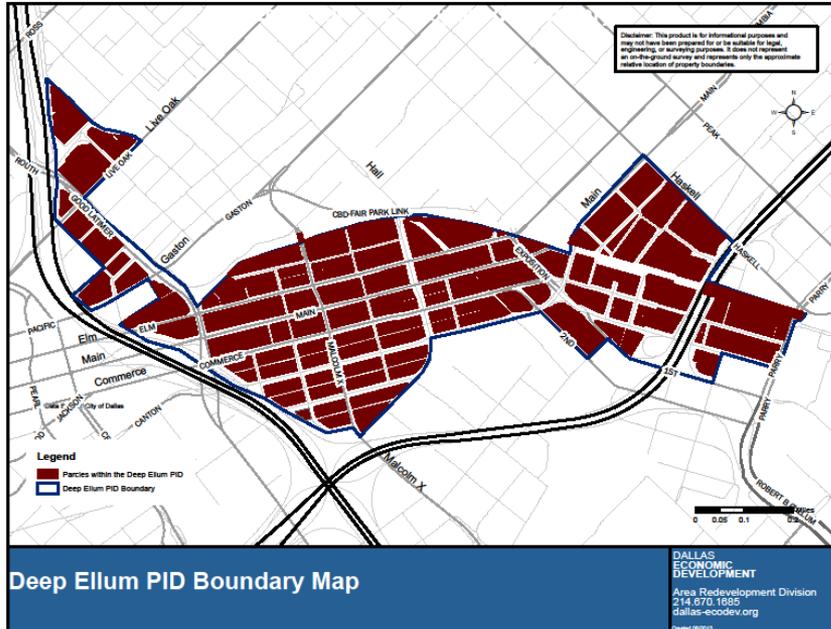


Major Services Provided:

- DID was renewed recently on June 12, 2013 for seven years, started operating from January 1, 2014.
- Public Improvements, landscape and parks.
- Downtown circulator, operation and maintenance of mass transportation facilities.
- Special supplemental service for promotion and improvement of the DID, including, entertainment and events, and retail recruitment.
- Community programs, Clean Team, environmental enhancements and sanitation.
- Downtown Safety Patrol, Homeless outreach, education & coordination.

Downtown	
Expiration	December 31, 2020
Accounts	1,948
Total Value	\$5,646,517,500
2016 Assessment (Net)	\$7,284,008
Change in value (2015 to 2016)	11.1%
Proposed Budget - 2017	\$6,581,041
Budget Categories	Public Safety 39%
	Capital Improvements 4%
	Transportation Improvements 6%
	Communication/Events 19%
	Administration 13%
	Services & Improvements 20%

Deep Ellum PID - Annual Plan Summary

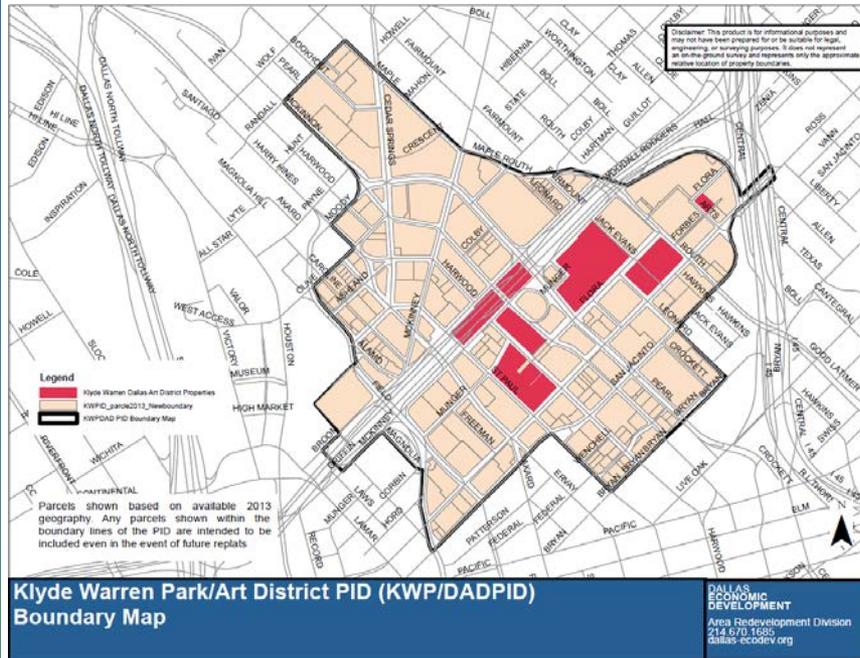


Major Services Provided:

- Deep Ellum PID was renewed recently on August 14, 2013 for seven years, started operating from January 1, 2014.
- Graffiti control, landscaping, park improvements, trash pickup and neighborhood improvements.
- Acquisition, construction, operation and maintenance of mass transportation facilities and wayfinding signage.
- Business development and recruitment to promote the District as the Deep Ellum Entertainment District .
- Marketing, website, and other promotional activities
- Distinctive lighting and signage

Deep Ellum		
Expiration	December 31, 2020	
Accounts	689	
Total Value	\$338,499,640	
2016 Assessment	\$399,442	
Change in value (2015 to 2016)	10.3%	
Premium Assessment Rate per \$100		
Standard Assessment Rate per \$100	\$0.12	
Proposed Budget - 2017	\$392,167	
Budget Categories	Improvements	18%
	Business Dev & Recruitment	4%
	Transportation Improvements	6%
	Marketing & Promotion	44%
	Audit/Insurance	7%
	Administration	16%
	Public Safety	5%

Klyde Warren Park/Dallas Arts District PID - Annual Plan Summary

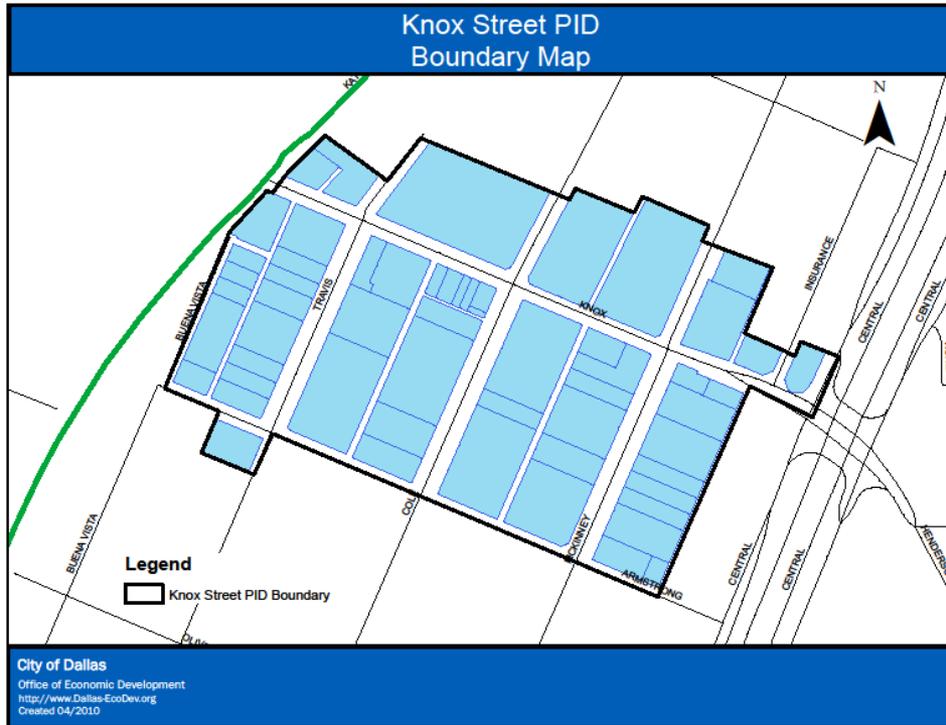


Klyde Warren Park/DAD		
Expiration	December 31, 2021	
Accounts	671	
Total Value	\$4,228,605,757	
2016 Assessment (net)	\$1,047,742	
Change in value (2015 to 2016)	11.98%	
Proposed Budget - 2017	\$1,047,742	
Budget Categories	Public Safety	20%
	Sanitation and General Maintenance	22%
	Landscape Imprvs, Holiday Lighting & Decorations	31%
	Cultural Enhancements, Marketing and Promotion	15%
	Administration	4%
	Signage (wayfinding)	1%
	Audit/Insurance	7%

Major Service Provided:

- Security in Klyde Warren Park (KWP)
- Trash pickup, general cleaning, graffiti control and KWP improvements
- Pavement (sidewalk) detail cleaning, staining and restoration
- Partial cost of European and Christmas Markets, programming activities
- Partial cost of promoting the district, PR, advertising, free Wi-Fi, website and Kiosk
- Klyde Warren Park/Dallas Arts District PID started operating in January 1, 2015 (created on June 25, 2014).

Knox Street Improvement District - Annual Plan Summary

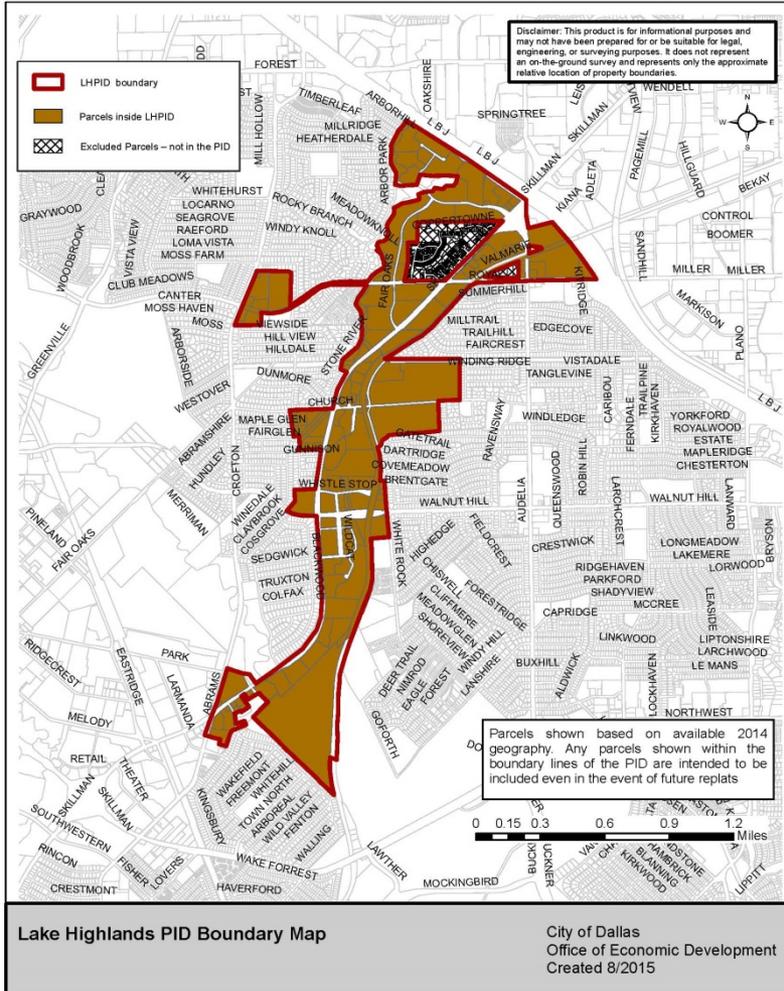


Major Service Provided:

- Enhance aesthetics of the area by enhancing the pedestrian lighting, maintaining sidewalks.
- Promote this area as an attractive retail destination.
- Enhance security

Knox Street	
Expiration	December 31, 2017
Accounts	56
Total Value	\$213,960,830
2016 Assessment	\$284,462
Change in value (2015 to 2016)	24.8%
Premium Assessment Rate per \$100	
Standard Assessment Rate per \$100	0.15
Proposed Budget - 2017	\$906,935
Budget Categories	Public Safety 16%
	Capital Improvements * 49%
	Marketing/Promotion 29%
	Audit and Insurance 4%
	Admin 0%
<p>Funds are being carried forward from prior years to complement gateway markers and streetscape improvements and/or possibly in conjunction with Knox Complete Streets - 2016 Capital Improvements.</p>	

Lake Highlands PID – Annual Plan Summary

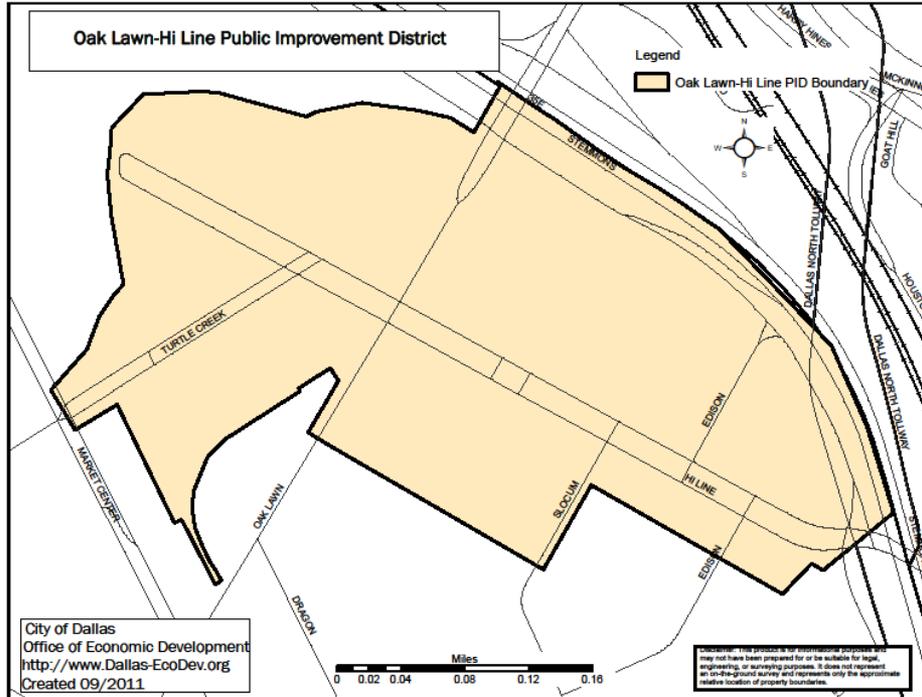


Major Service Provided:

- Enhance Security
- Landscape Enhancement & Maintenance
- Graffiti removal

Lake Highlands	
Expiration	December 31, 2012
Accounts	1,108
Total Value	\$390,426,420
2016 Assessment (Net)	\$498,333
Change in value * (2015 to 2016)	18.4%
Premium Assessment Rate per \$100	
Standard Assessment Rate per \$100	0.13
Proposed Budget - 2017	\$498,333
Budget Categories	Public Safety 45%
	Improvements 33%
	Promotion 6%
	Audit/Insurance 6%
	Administration 10%

Oak Lawn-Hi Line PID – Annual Plan Summary

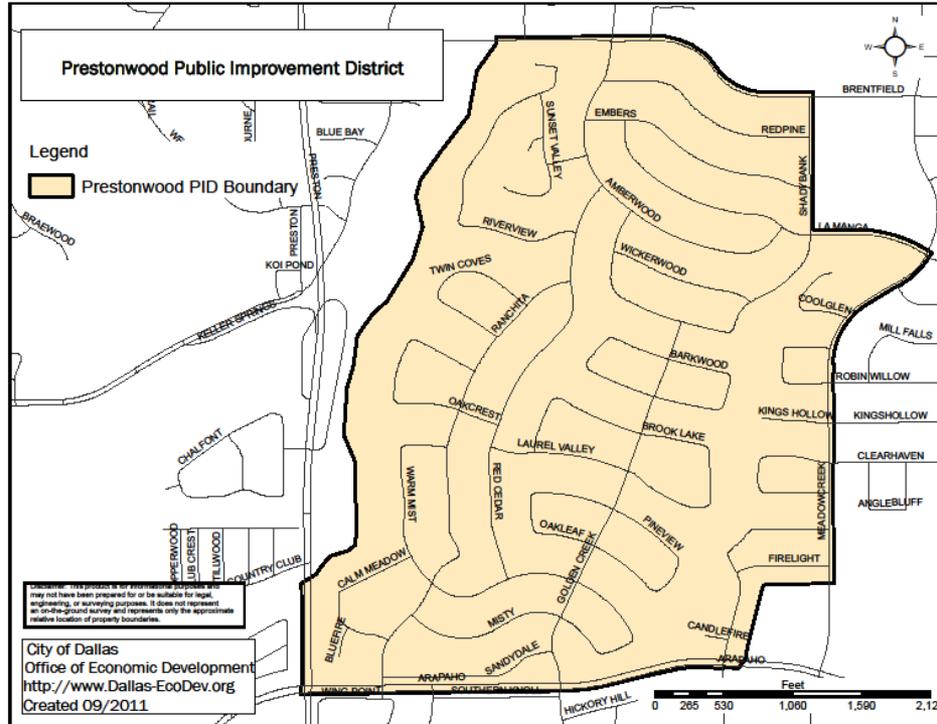


Major Service Provided:

- Enhanced public safety/security
- Promotion of District
- Maintain enhanced public improvements
- Litter & Graffiti removal
- Landscape Enhancement & Maintenance

Oak Lawn-Hi Line	
Expiration	December 31, 2023
Accounts	45
Total Value	\$230,490,620
2016 Assessment (Net)	\$345,736
Change in value (2015 to 2016)	12.4%
Premium Assessment Rate per \$100	
Standard Assessment Rate per \$100	0.15
Proposed Budget - 2017	\$374,321
Budget Categories	Public Safety 30.7%
	Improvements 57.7%
	Promotion 0.3%
	Audit/Insurance 4.5%
	Administration 6.7%

Prestonwood PID – Annual Plan Summary

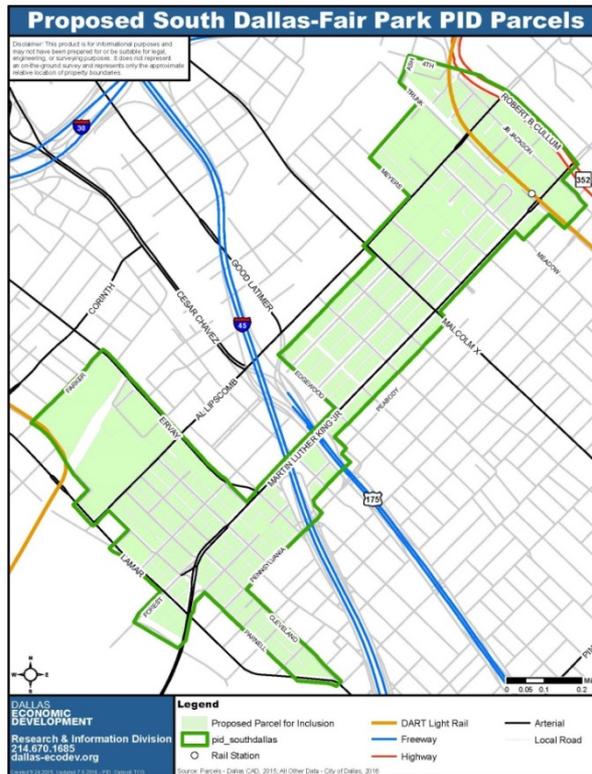


Major Service Provided:

- Enhance security
- 24/7 security patrols

		Prestonwood
Expiration	December 31, 2018	
Accounts	1,034	
Total Value	\$432,945,120	
Assessment	\$353,929	
Change in value (2015 to 2016)	8%	
Premium Assessment Rate per \$100		
Standard Assessment Rate per \$100	0.0825	
Proposed Budget - 2017	\$316,580	
Budget Categories	Public Safety	85%
	Administration	3%
	Audit/Insurance	7%

South Dallas/Fair Park PID – Annual Plan Summary

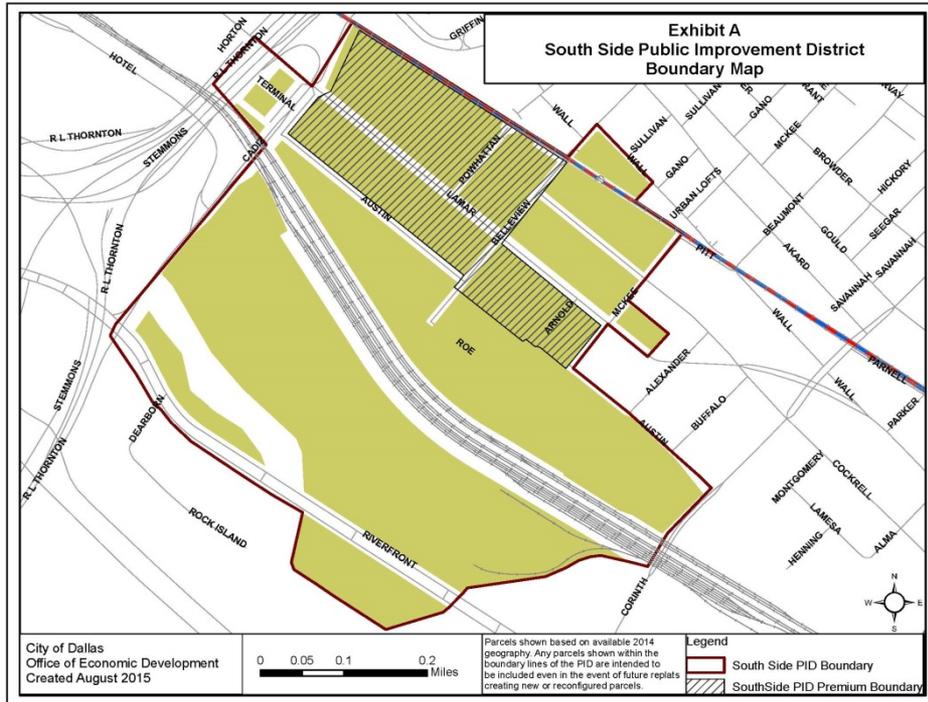


		South Dallas/Fair Park	
Expiration	December 31, 2023		
Accounts	636		
Total Value	\$69,508,290		
2016 Assessment (net)	\$95,481		
Change in value (2014 to 2015)	N/A		
Assessment Rate per \$100	0.15		
Proposed Budget - 2017	\$95,481		
Budget Categories	Safety & Security	45%	
	Improvements	25%	
	Promotion	10%	
	Contingency/Carryover	3%	
	Administration	10%	
	Audit	2%	
	Insurance	5%	

Major Services Provided:

- 45% of budget for Public Safety in Year 1
- Improvements, including landscaping, lighting, sidewalks, streets, parks, fountains, roadways
- Promotions, including outreach, business development, marketing

South Side PID – Annual Plan Summary

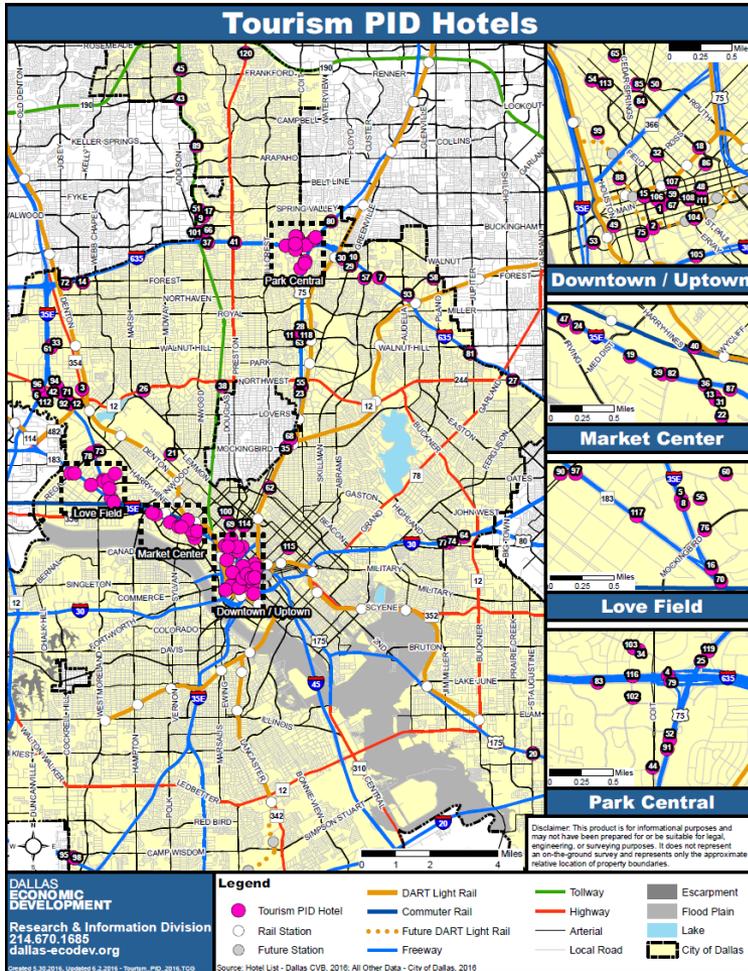


Major Services Provided:

- 48% of budget for public courtesy patrol for the 100 acre district
- New business recruitment
- South Side Bark Park improvements

South Side		
Expiration	December 31, 2019	
Accounts	132	
Total Value	\$137,479,700	
2016 Assessment	\$197,726	
Change in value (2015 to 2016)	41.8%	
Premium Assessment Rate per \$100	0.15	
Standard Assessment Rate per \$100	0.12	
Proposed Budget - 2017	\$186,500	
Budget Categories	Park Improvements	35%
	Public Safety / Security	31%
	Administration	13%
	Business Recruitment / Marketing	10%
	Audit	5%
	Cultural events	3%
	Insurance	3%
Public Art Projects	0%	

Tourism PID – Annual Plan Summary

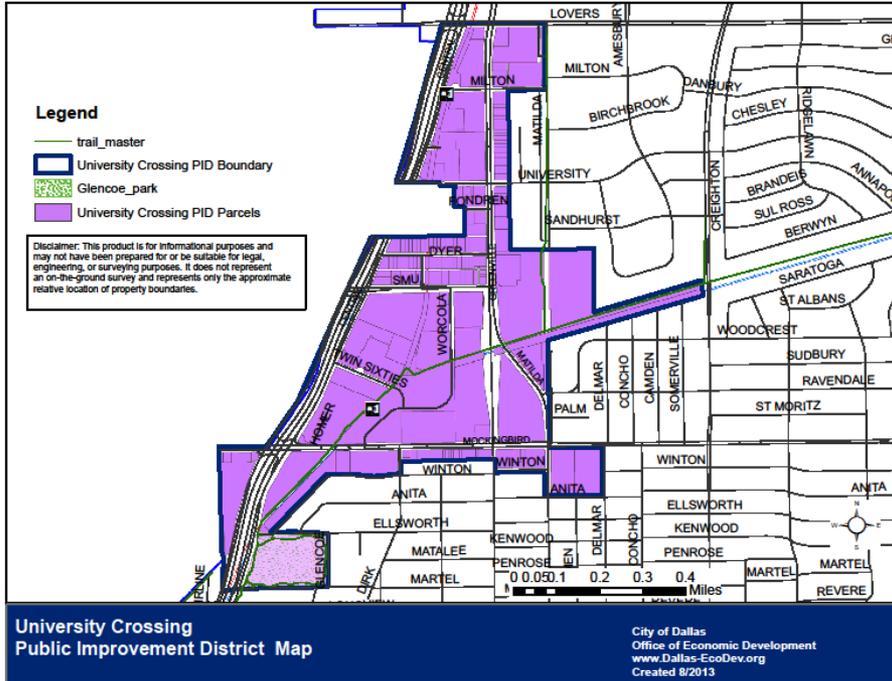


Tourism PID		
Expiration	September 30, 2029	
Accounts	120 accounts at the time of the TPID's renewal	
Total Value	N/A	
2016 Assessment (net)	\$16,528,576	
Change in value (2015 to 2016)	14.3%	
Premium Assessment Rate	N/A	
Standard Assessment Rate	Assessment based on hotel usage based on 2 percent of total collections on room rentals	
Proposed Budget – 2016-17	\$16,528,576	
Budget Categories	Incentives & Sales Efforts	42.5%
	Marketing (Promotion/Advertising)	35.0%
	Site Visits & Familiarization Tours	10.0%
	Event Funding Application Pool	7.5%
	Operations/Research/Administration	5.0%

Major Service Provided:

- Incentives & Sales Efforts – 42.5% of TPID budget dedicated for sales activities and incentives to bring more conventions, meetings and visitors to Dallas
- Marketing (Promotion/Advertising) – 35.0% of TPID budget dedicated for marketing efforts
- Site Visits & Familiarization Tours – 10% of TPID budget dedicated for educating decision makers and journalists on destination assets to encourage their decision to bring meetings or write favorable articles
- Event Funding Application Pool – 7.5% of TPID budget dedicated to provide local groups and organizations the opportunity to apply for funding to attract or retain groups, visitors, and hotel activity to Dallas
- Operations/Research/Administration – 5.0% of TPID budget dedicated for administrative expenses

University Crossing PID – Annual Plan Summary

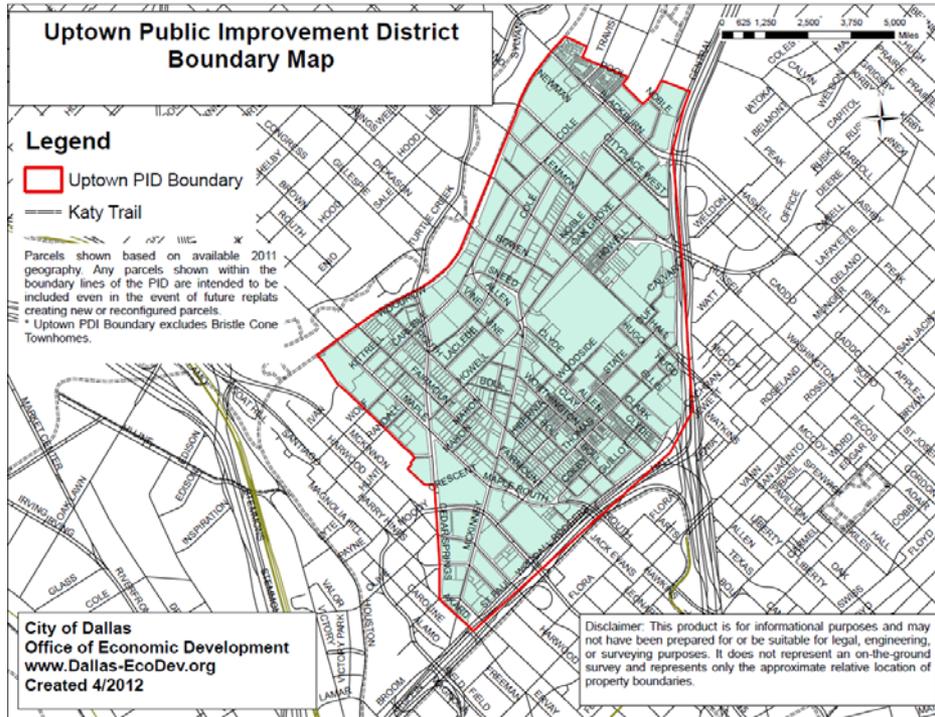


Major Service Provided:

- Police patrol of the University Crossing area, owner safety coordination, etc.
- Public Improvements, landscape, parks and pedestrian amenities for the PID.
- Sidewalk, public planters, waste disposal, clean area programs, and landscape maintenance throughout the University Crossing area expenses.

University Crossing		
Expiration	December 31, 2020	
Accounts	248	
Value	\$696,794,100	
2015 Assessment	\$696,788	
Change in value (2014 to 2015)	10.6%	
Premium Assessment Rate per \$100		
Standard Assessment Rate per \$100	0.10	
Proposed Budget - 2017	\$746,788	
Budget Categories	Security	26%
	Improvements	26%
	Public Area Impvmts.,	24%
	Promotion	9%
	Audit/Insurance	3%
	Administration	11%

Uptown PID - Annual Plan Summary

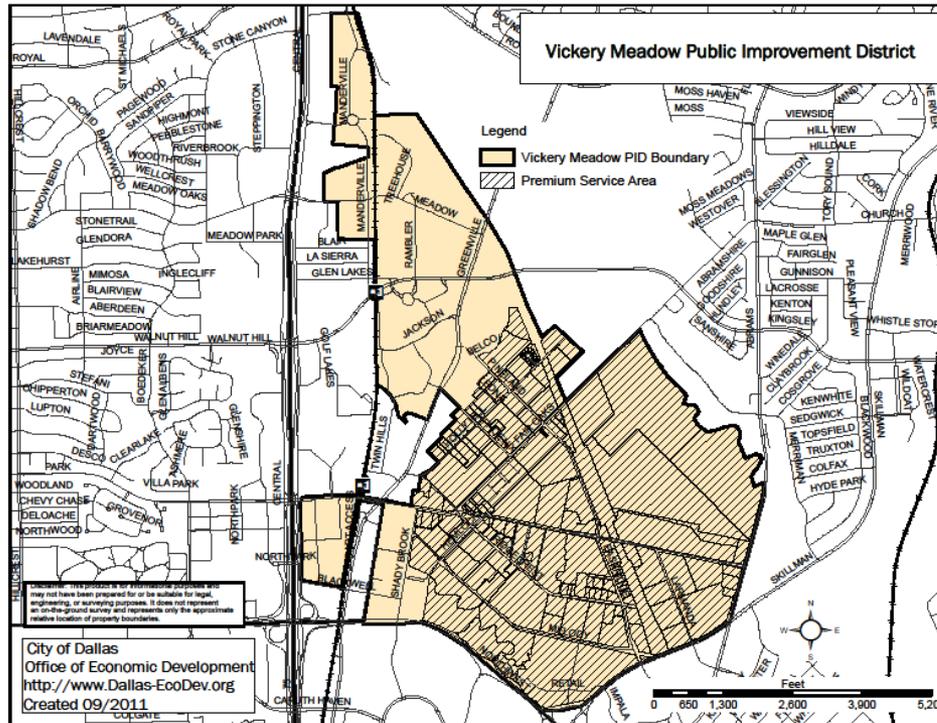


Major Service Provided:

- Landscaping, tree care, street & sidewalk sweeping, trash cans & graffiti removal
- Off-duty police, trolley operations, marketing and promotion.
- Gateway markers, walking trails - Katy Trail improvements, parks improvements.

Uptown		
Expiration	December 31, 2019	
Accounts	2,161	
Total Value	\$5,021,437,770	
2016 Assessment (net)	\$2,245,574	
Change in value (2015 to 2016)	15.9%	
Premium Assessment Rate per \$100		
Standard Assessment Rate per \$100	0.045	
Proposed Budget - 2017	\$2,301,074	
Budget Categories	Capital Improvements	30.0%
	Landscape Improvements	30.0%
	Services (including safety) & Promotion	22.8%
	Finance & Administration	15.0%
	Contingency	2.2%
	Griggs Park Improvements	0.0%

Vickery Meadow PID - Annual Plan Summary



Major Service Provided:

- Vickery Meadow PID was renewed recently on August 12, 2015 for seven years, started operating from January 1, 2016
- Landscaping, Litter Removal, & Graffiti Abatement
- Maintenance of Common Areas
- Community Enrichment Activities, Youth Development Activities, & Special Events
- Marketing & Promotional Activities
- Neighborhood Planning
- Security Patrol, & Crime Prevention

Vickery Meadow		
Expiration	December 31, 2022	
Accounts	2,332	
Value	\$1,002,166,970	
2016 Assessment	\$674,020	
Change in value (2015 to 2016)	12.0%	
Premium Assessment Rate per \$100	0.10	
Standard Assessment Rate per \$100	0.05	
Proposed Budget - 2017	\$895,420	
Budget Categories	Community Service	2%
	Property Standards & Public Relations	13%
	Safety & Security	38%
	Park Lane other area Improvements, Services	8%
	Audit/Insurance	2%
	Economic Development	2%
	Administration	10%
	Midtown Park Improvements	3%
	Public Relations Expenses	7%
	Capital Improvements	15%

Appendix 2 - PID Assessment Rates 2016 -2002

2016-2002 Assessment Rates																
Assessment Rate per 100 valuation																
	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	Prop (net) Budget
Deep Ellum	.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	\$392,167
DID Premium	0.129	0.129	0.129	0.1290	0.1190	0.119	0.1190	0.119	0.119	0.119	0.107	0.107	0.0953	0.0936	0.0707	\$6,342,201
DID Standard												0.070	0.0635	0.0619	0.0468	
Klyde Warren Park/DAD	.025	0.025	0.025	0.025												\$1,047,742
Knox Street	.15	0.15	0.15	0.15	0.15	0.15	0.15									\$741,419
Lake Highlands	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13							\$420,316
Oak Lawn-Hi Line	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15								\$341,027
Prestonwood	.0825	0.07	0.07	0.08	0.09	0.095	0.087	0.079	0.09	0.09	0.09	0.09	0.089	0.089	0.0788	\$303,580
South Dallas/Fair Park	.15															\$95,481
South Side Prem	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15				\$192,931
South Side Stndrd	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12				
University Crossing	0.10	0.10	0.10	0.10												\$746,788
Uptown Premium	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	0.045	\$2,245,574
Uptown Standard																
VM Prem	.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	\$628,898
VMStand.	.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	

Appendix 3 - Tourism PID Service Plan

Tourism Public Improvement District (PID) Service Plan

Fiscal Year	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	13-year Total	
Assessment Revenue	\$ 16,528,576	\$ 17,355,005	\$ 18,222,755	\$ 19,133,893	\$ 20,090,588	\$ 21,095,117	\$ 22,149,873	\$ 23,257,367	\$ 24,420,235	\$ 25,641,247	\$ 26,923,309	\$ 28,269,474	\$ 29,682,948	\$ 292,770,388	
Categories	%														
Incentives & Sales Efforts	42.5%	\$ 7,024,645	\$ 7,375,877	\$ 7,744,671	\$ 8,131,905	\$ 8,538,500	\$ 8,965,425	\$ 9,413,696	\$ 9,884,381	\$ 10,378,600	\$ 10,897,530	\$ 11,442,406	\$ 12,014,527	\$ 12,615,253	\$ 124,427,415
Marketing (Promotion/Advertising)	35.0%	\$ 5,785,002	\$ 6,074,252	\$ 6,377,964	\$ 6,696,863	\$ 7,031,706	\$ 7,383,291	\$ 7,752,456	\$ 8,140,078	\$ 8,547,082	\$ 8,974,436	\$ 9,423,158	\$ 9,894,316	\$ 10,389,032	\$ 102,469,636
Site Visits & Familiarization Tours	10.0%	\$ 1,652,858	\$ 1,735,501	\$ 1,822,276	\$ 1,913,389	\$ 2,009,059	\$ 2,109,512	\$ 2,214,987	\$ 2,325,737	\$ 2,442,023	\$ 2,564,125	\$ 2,692,331	\$ 2,826,947	\$ 2,968,295	\$ 29,277,039
Event Funding Application Pool	7.5%	\$ 1,239,643	\$ 1,301,625	\$ 1,366,707	\$ 1,435,042	\$ 1,506,794	\$ 1,582,134	\$ 1,661,240	\$ 1,744,302	\$ 1,831,518	\$ 1,923,094	\$ 2,019,248	\$ 2,120,211	\$ 2,226,221	\$ 21,957,779
Operations/Research/Administration	5.0%	\$ 826,429	\$ 867,750	\$ 911,138	\$ 956,695	\$ 1,004,529	\$ 1,054,756	\$ 1,107,494	\$ 1,162,868	\$ 1,221,012	\$ 1,282,062	\$ 1,346,165	\$ 1,413,474	\$ 1,484,147	\$ 14,638,519
Total Expenses	100.0%	\$ 16,528,576	\$ 17,355,005	\$ 18,222,755	\$ 19,133,893	\$ 20,090,588	\$ 21,095,117	\$ 22,149,873	\$ 23,257,367	\$ 24,420,235	\$ 25,641,247	\$ 26,923,309	\$ 28,269,474	\$ 29,682,948	\$ 292,770,388

Appendix 3 - Tourism PID/Coordination with DCVB

- ✓ 7.5% of the PID budget supports arts/cultural affairs through an “event application pool” with funding approaching \$1.2 million for FY 2016-17 and an estimated \$1.3M for FY 2017-18.
- ✓ With additional outreach efforts, participation and funding support for organizations/events increased from 17 approved applications in FY 2012-13 to 53 in FY 2014-15; this number is expected to be surpassed in the current fiscal year.
- ✓ These event applications represent approximately 277,000 room nights and \$39 million in hotel lodging revenue.

Memorandum



DATE August 12, 2016

TO Members of the Economic Development Committee:
Rickey D. Callahan (Chair), Casey Thomas, II (Vice Chair), Adam Medrano,
Lee M. Kleinman, Carolyn King Arnold, B. Adam McGough

SUBJECT **Small/Microenterprise Business Development Basics Pilot Program**

On Monday, August 15, 2016, the Economic Development Committee will be briefed on the Small/Microenterprise Business Development Basics Pilot Program. Briefing material is attached.

Should you have any questions, please contact me at (214) 670-3296.



Ryan S. Evans
First Assistant City Manager

C: The Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager

Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Karl Zavitkovsky, Director, Office of Economic Development
J. Hammond Perot, Assistant Director, Office of Economic Development
Elsa Cantu, Assistant to the City Manager – Mayor & Council

Small/Microenterprise Business Development Basics Pilot Program

Economic Development Committee
August 15, 2016



Purpose

- To present the proposed Small/Microenterprise Development Basics pilot program to the Economic Development Committee , and
- To seek the Committee's approval to proceed with 3 possible options for FY 2016-17 to existing organizations as we transition the BAC program into the new pilot program

Background

- Business Assistance Center (BAC) program has been funded with HUD CDBG monies since 1993
-
- Since inception BAC program contract awards have been for about \$9.9M to 12 organizations to provide technical assistance/support services to low-to-moderate income persons and microenterprises
-
- HUD CDBG funding is scheduled for different program use in FY 2016-17 and funding for final renewal of existing BAC contracts are included in proposed FY 2016-17 General Fund budget
-
- Existing BAC's (see Appendix C) will be given option to exercise final contract renewal under existing guidelines or respond to RFCSP for new Pilot Program.

Proposed Pilot Program

- Contractor organizations (selected by RFCSP) collaborate with Dallas County Community College District (DCCCD) to provide Small/Microenterprise development and capacity building training
-
- Contractor organizations are paid for recruitment and course completion
- Program participant responsible for tuition/seeking tuition assistance

Proposed Pilot Program (continues)

- Program contractors also paid to perform various additional services such as:
 - Participant identification / evaluation / DCCCD registration and tracking of participants' progress
 - Completion of business plan
 - Registration of business (IRS, State, County)
 - Application completion of MWBE, HUB, DBE as appropriate
 - Instruction seminars on “How to do business with City of Dallas”, DART, DISD and others
 - Registration with City as a vendor (at a minimum)
 - Contractors paid for performance of completed deliverables, but may accomplish with assistance of other collaborators

Proposed Pilot Program (continues)

- Program Participants
 - Any Dallas resident ≥ 18 yrs. of age w/GED or HS Diploma;
 - Established business owners operating in Dallas
 - No income limitations
- Program Administration
 - 3-positions FY 2015-16
 - 2-positions FY 2016-17, and
 - 1-positon for FY 2017-18 and future procurement cycles

Comparison Table

Category	Existing Program	Pilot Program
Program Elements	Provide technical assistance to LMI start-ups and existing businesses, incubator space and create microenterprises	Provide a structured and monitored beginning-to-end business development path for a greater sector of the Dallas community to assist (start-ups and existing small/microenterprise) focus on results oriented goals and bringing an awareness of a multitude of support services and organizations already in the Dallas area (DCCC, SBA and its partners: SBDC, SCORE, Traditional and non-traditional financial institutions, bonding/surety providers; other professional organizations with their mentoring opportunities,...)

Comparison Table (continues)

Category	Existing Program	Pilot Program
Program Participation	Microenterprise development/c capacity building (max 5 employees including owner(s)), LMI Dallas resident or those outside if considering establishing Microenterprise in Dallas	Any Dallas resident ≥18 yrs. of age w/GED or HS Diploma; Established business owners operating in Dallas, and No income limitations
Administrative Requirements	3-Positions through FY 2015-16	2-Positions FY 2016-17 1-Position FY 2017-18
Core Performance Measures	Unduplicated Clients, Individual/Group Technical Assistance provided, Incubators (ave. 2), businesses created	Participants that complete DCCCD Business Development Curriculum, Business Plans Completed, Businesses created and registered, Business applications for MWBE &/or HUB&/or DBE, Businesses learning how to do business with the City and registering as a vendor

Comparison Table (continues)

Category	Existing Program	Pilot Program
Program Implementation and Administration Cost	\$758K	\$700K FY 2016-17 \$640K FY 2017-18 (Est)
Procurement Process	RFCSP	RFCSP

Pilot Program Benefits

- Structured program that is more inclusive of the Dallas community
- Results oriented goals
- Pay for performance attainment
- Creating synergy with other existing business development support collaborators like: DCCCD and its collaborators SBA and its partners, as well as, other area professional organizations and their mentoring opportunities
- More streamlined program administration with a cost reduction path for the next two fiscal years

Contract Service Payment Model

- Maximum total payment per contract for the contract period = \$80K
- \$1,000 maximum per program participant served
- Sample Table-Schedule of Payment Breakdown per Participant for Contractors:

Deliverable	Pay Per Deliverable
Evaluation of Candidate for program participation and registration of the Participant with DCCCD for the business development program curriculum	\$ 200
Successful completion of DCCCD business development program curriculum	\$ 100
Business Plan Development Completion	\$ 400
Registration of Business (IRS, State, County---as applicable)	\$ 100
Application Completion of M/WBE, HUB, DBE as applicable	\$ 100
Instruction/Seminar on at least “How to do Business with the City of Dallas” and registration as a vendor at least with the City of Dallas (if applicable)	\$ 100
Maximum Total Per Program Participant	\$1,000

BAC Transition and Small/Microenterprise Development Program Pilot

- **Existing organizations with BAC's given three (3) options for FY 2016-17:**
 1. Exercise last renewal option on BAC program under current guidelines, or
 2. Participate in procurement process with new pilot program, or
 3. Exercise last renewal option up to \$40K and participate in the procurement process for up to \$40K if successful
- **City Council approval required for renewal of existing contracts as well as awarding of pilot contracts**

Next Steps

- ECO Committee approval of proposed pilot program
- Memorandum to City Council regarding intent to issue RFCSP
- Issue RFCSP for pilot program
- City Council consideration of last renewal options of current contracts (for those organizations that select that option for their BACs)
- Evaluate pilot program proposals
- Recommend new pilot contract awards for City Council consideration

APPENDICES

Appendix A: DCCC-Richland College Campus

Example Business Development Curriculum Series



Richland College

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

Coursework	Lecture Hours
Entrepreneurship 101	7
Small Business Financials	7
Small Business Law	7
Develop Your Business Plan	7
Accounting for Small Businesses	7
Total Coursework	35

Other Business Related Series (i.e. Marketing, Web development), ESL, GED and others are also available

Appendix B: Mountain View College

Example Business Development Curriculum Certification Series



Mountain View College
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

Example Certification Program Series

Exploring Entrepreneurship 12 hrs	Elective Courses (a minimum of 2):
Social Media Marketing for Small Business 12 hrs	Franchising 101 8 hrs
Accounting For Small Business 12hrs	Contracts and Bids 8 hrs
Small Business Management 12 hrs	Business Plan Writing 12 hrs
Human Resource Management for Small Business 12 Hrs	Nonprofit Management 8 hrs
Business Law 12 hrs	QuickBooks Pro for Small Business 24 hrs
	Customer Service Introduction 8 hrs
	Financial Statement and Taxes 16 hrs
	Technology 101 for Small Business 8 hrs

2015-16 BUSINESS ASSISTANCE CENTERS (BAC)



BAC # 1 – Central Dallas
 Greater Dallas Hispanic Chamber of Commerce
 4622 Maple Ave, Dallas, TX 75219
 (214) 521-6007 office
 Council District: 2

BAC # 6 – West Dallas
 Regional Hispanic Contractors Association
 3918 N. Hampton Road, Dallas, TX 75212
 (972) 786-0909 – office
 Council District: 6

=====
BAC # 2 – MILK / South Dallas/ Fair Park
 Dallas Black Chamber of Commerce Corp. - Business Development
 2838 MILK Jr. Blvd, Dallas, TX 75215
 (214) 421-5200
 Council District: 7

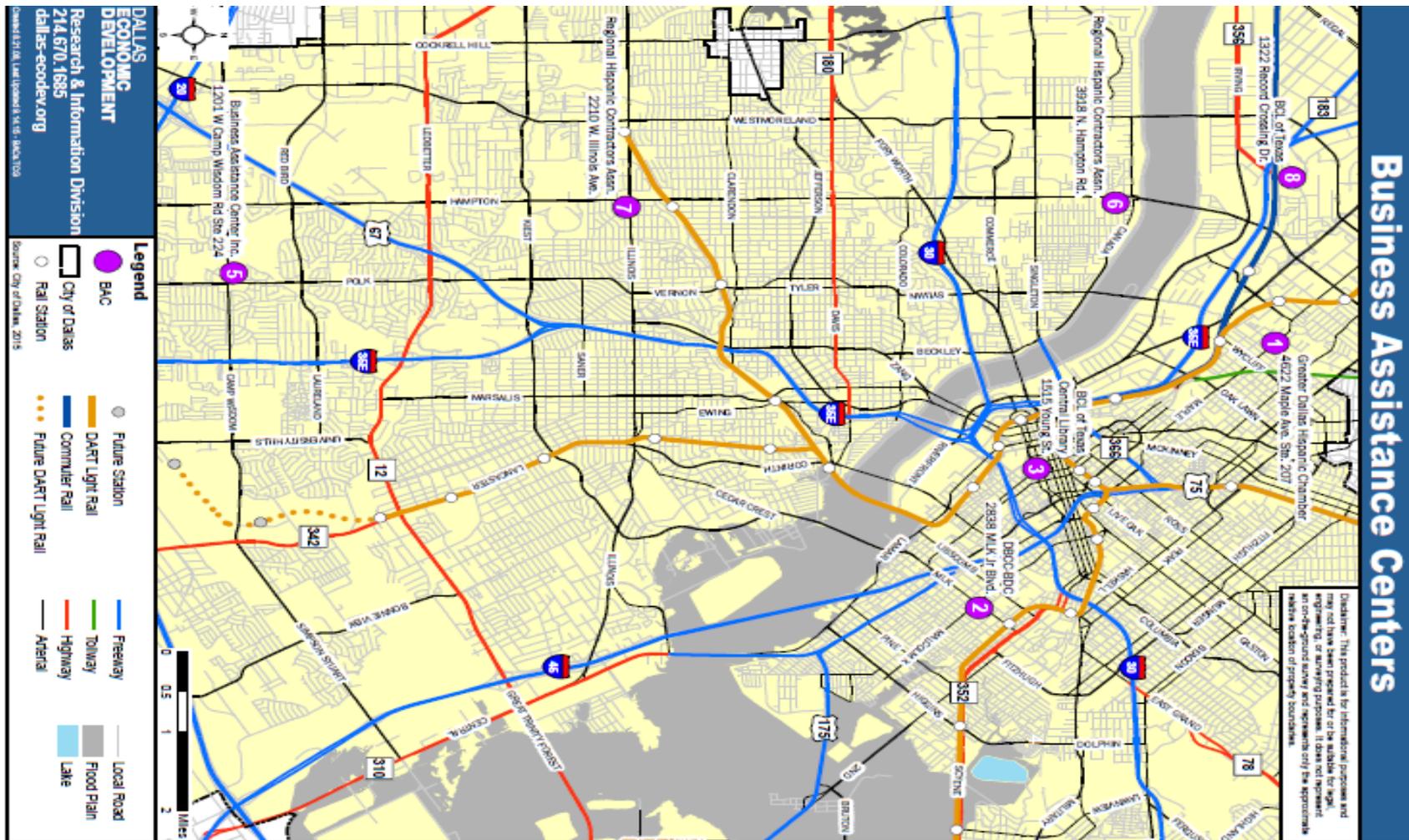
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BAC # 7 – Oak Cliff
 Regional Hispanic Contractors Association
 2210 W. Illinois Ave, Dallas, TX 75224
 (972) 786-0909 – office
 Council District: 6

=====
BAC #3 – Downtown - Library
 CEN-TEX (Certified Development Corp.)
 dba BCL (Business & Community Lender)
 Erik Jonsson Central Library at Sammons Small Business Center – 5th Floor
 1515 Young Street, Dallas, TX 75202
 (214) 688-7456 – office
 Council District: 1

=====
BAC # 8 – Northwest Dallas
 CEN-TEX (Certified Development Corp.)
 dba BCL (Business & Community Lender)
 1322 Record Crossing, Dallas, TX 75235
 (214) 688-7456 – office
 Contact: Raquel Valdez, Chief Operating Officer
 Council District: 2

=====
BAC # 5 – South Dallas
 Business Assistance Center, Inc.
 1201 W. Camp Wisdom, Dallas, TX 75232
 (214) 376-6530 – office
 Council District: 5

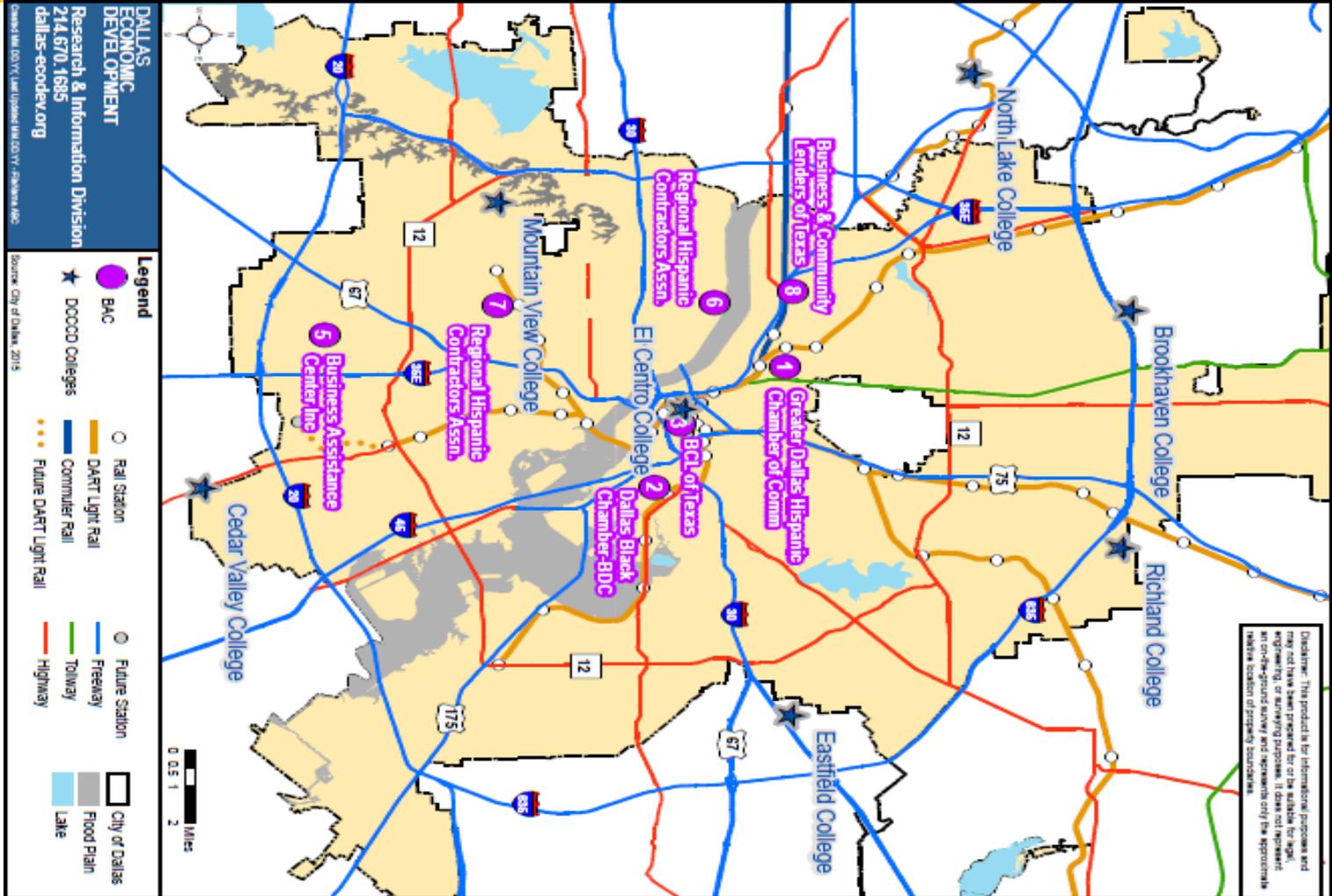
Appendix C: Current BAC Locations (continue)



Appendix D: Location Reference

Current BAC Locations and DCCCD Locations

Business Assistance Centers and DCCCD Community Colleges



KEY FOCUS AREA: Economic Vibrancy
AGENDA DATE: August 24, 2016
COUNCIL DISTRICT(S): 1
DEPARTMENT: Sustainable Development and Construction
CMO: Ryan S. Evans, 671-9837
MAPSCO: 54B

SUBJECT

A resolution **(1)** declaring one property containing approximately 4,497 square feet of unimproved land unwanted and unneeded, located near the intersection of Polk Street and Turner Avenue, and authorizing its advertisement for sale by public auction; **(2)** authorizing a Purchase and Sale Agreement to be prepared for the auctioned surplus property receiving the highest qualified bid that is sold absolute; and **(3)** waving the minimum reserve amount - Estimated Revenue: \$28,920

BACKGROUND

This item will declare a property containing approximately 4,497 square feet of unimproved land unwanted and unneeded, located near the intersection of Polk Street and Turner Avenue, and authorizing its advertisement for sale by public auction. This property has been routed to City departments and outside agencies to determine whether any had a need for the property.

Texas Local Government Code Section 253.008 authorizes municipalities to sell real property owned by the municipality at an advertised public auction. Section 272.001 states fair market value may be determined by the highest bid price obtained by a municipality at an advertised auction.

This property will be advertised for sale by public auction with a reservation of all oil, gas and other minerals in and under the property and a restriction prohibiting the placement of industrialized housing.

Upon receipt of the highest qualified bid sold absolute, a Purchase and Sale Agreement, approved as to form by the City Attorney, will be prepared for the highest bidder. Staff will ensure the highest bidder is qualified to bid and be awarded the property. This property will be sold by Deed without Warranty, approved as to form by the City Attorney.

This property will return to the tax rolls upon conveyance.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item was provided to the Economic Development Committee on May 2, 2016.

FISCAL INFORMATION

Estimated Revenue: \$28,920

MAP

Attached

FORT WORTH AVE



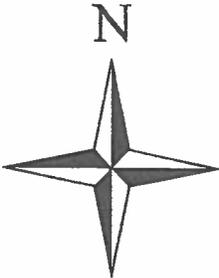
SYLVAN AVE

W COLORADO BLVD

626 Turner Ave
Block 3477

N TYLER ST

W DAVIS ST



N POLK ST

S POLK ST

S TYLER ST

W JEFFERSON BLVD

KEY FOCUS AREA: Economic Vibrancy
AGENDA DATE: August 24, 2016
COUNCIL DISTRICT(S): 10
DEPARTMENT: Sustainable Development and Construction
City Attorney's Office
CMO: Ryan S. Evans, 671-9837
Christopher D. Bowers, 670-3491
MAPSCO: 17X

SUBJECT

Authorize a two-year lease agreement with Shawnee, Inc. for approximately 1,800 square feet of office space located at 9451 Lyndon B. Johnson Freeway, Suite 125, to be used as a Northeast Community Court for the period January 1, 2017 through December 31, 2018 - Not to exceed \$45,360 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This item authorizes a two-year lease agreement with Shawnee, Inc. for approximately 1,800 square feet of office space located at 9451 Lyndon B. Johnson Freeway, Suite 125. This lease will provide the Northeast Community Court to continue to serve the residents in the Northeast area of Dallas.

The lease will begin on January 1, 2017 through December 31, 2018.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Economic Development Committee on August 15, 2016.

FISCAL INFORMATION

\$45,360 - Current Funds (subject to annual appropriations)

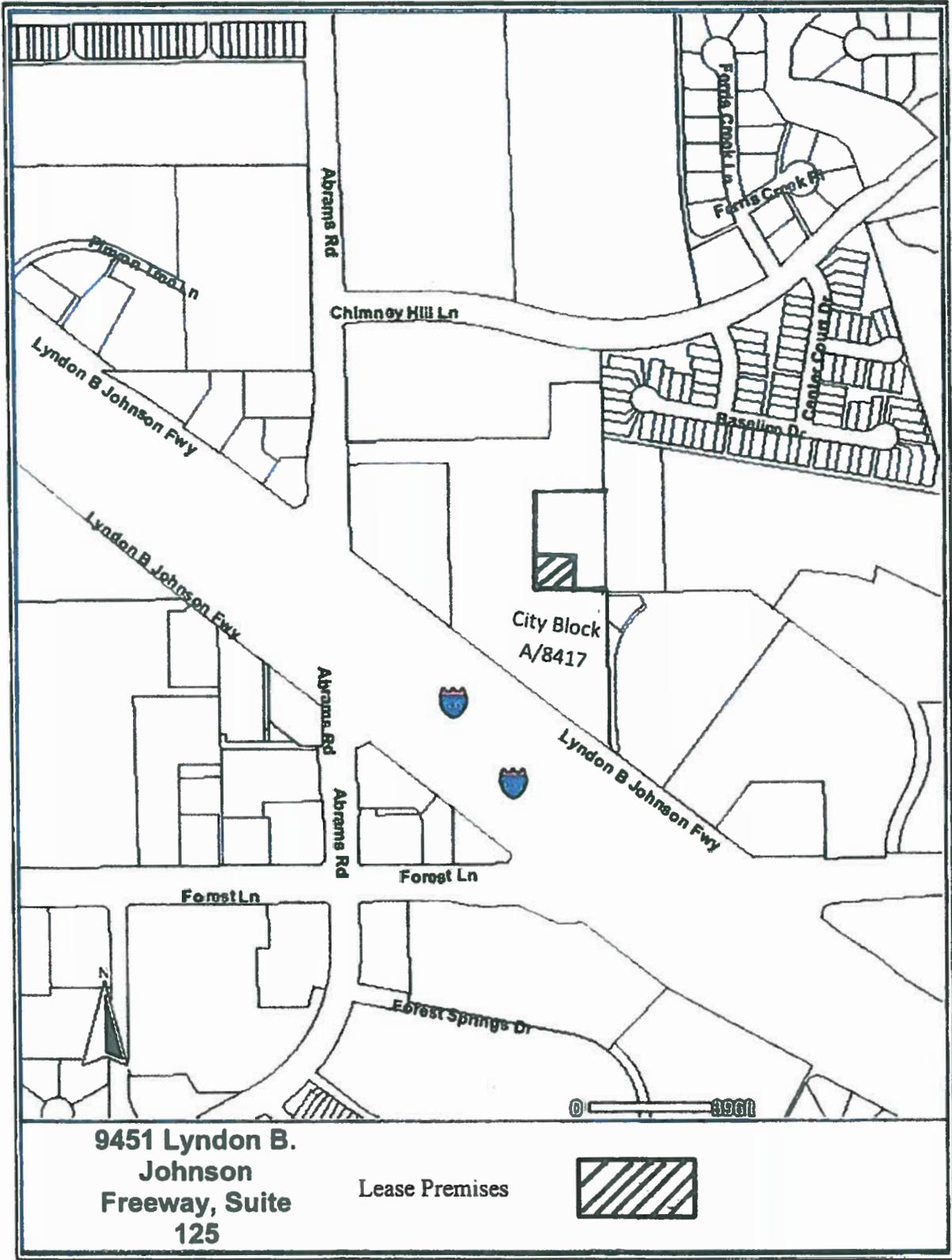
OWNER

Shawnee, Inc.

Kareem Noorani, Director

MAP

Attached



**9451 Lyndon B.
Johnson
Freeway, Suite
125**

Lease Premises



KEY FOCUS AREA: Economic Vibrancy
AGENDA DATE: August 24, 2016
COUNCIL DISTRICT(S): 10
DEPARTMENT: Sustainable Development and Construction
CMO: Ryan S. Evans, 671-9837
MAPSCO: 16X

SUBJECT

An ordinance granting a revocable license to Raising Cane's Restaurants, LLC for the use of a total of approximately 1,145 square feet of land to occupy, maintain and utilize landscaping and irrigation on portions of Forest Lane right-of-way, near its intersection with North Central Expressway - Revenue: \$200 one-time fee, plus the \$20 ordinance publication fee

BACKGROUND

This item grants a revocable license to Raising Cane's Restaurants, LLC for the use of a total of approximately 1,145 square feet of land to occupy, maintain and utilize landscaping and irrigation on portions of Forest Lane right-of-way, near its intersection with North Central Expressway. The use of this area will not impede pedestrian or vehicular traffic.

The licensee will indemnify the City and carry general liability insurance naming the City as an additional insured.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to Economic Development Committee on August 15, 2016.

FISCAL INFORMATION

Revenue: \$200 one-time fee, plus the \$20 ordinance publication fee

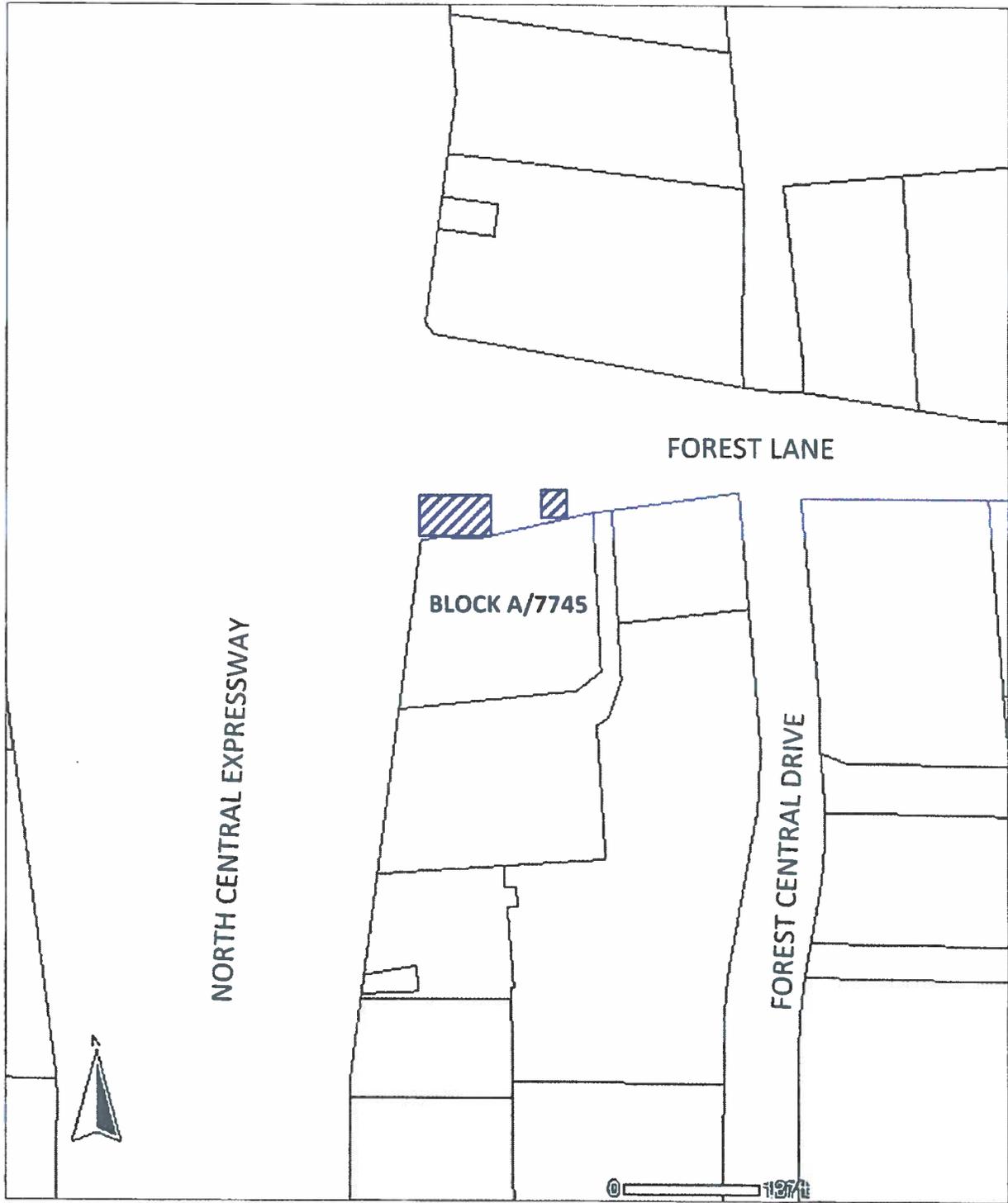
OWNER

Raising Cane's Restaurants, LLC

Brad Sanders, Director

MAP

Attached



LICENSE AREA 

KEY FOCUS AREA: Economic Vibrancy

AGENDA DATE: August 24, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Sustainable Development and Construction

CMO: Ryan S. Evans, 671-9837

MAPSCO: N/A

SUBJECT

Authorize amendments to the City Plan Commission's (CPC) Rules of Procedure relating to additional or revised conditions, plans, or deed restrictions submitted to the Commission after the case report was distributed to CPC - Financing: No cost consideration to the City

BACKGROUND

Chapter 51A-3.101(d)(3) of the Dallas Development Code allows the City Plan Commission to adopt, subject to City Council approval, rules governing its proceedings. The CPC asked its Rules Committee to discuss a possible amendment regarding additional or revised conditions, plans, or deed restrictions submitted to the Commission after the case report was finalized and distributed for the public hearing. The Commission felt a rule regarding last minute changes was necessary due to several cases having significant changes the week before or the day of the public hearing. The Rules Committee met four times and presented amendments to the full Commission for consideration. City Plan Commission recommends amendments to their Rules of Procedure to help ensure the Commission, the staff, and the public have adequate time to review significant changes to a requested zoning change.

The basis of the amendments are a 1986 Council resolution regarding changes to zoning requests at the City Council public hearing. The CPC Rules of Procedure amendments include (1) adding a definition of "significant change"; (2) providing procedures when a case should be held due to a significant change, a new request, or a change or changes that altered the fundamental character of the proposal; and (3) allowing CPC to determine, by majority vote, that the changes are *de minimus* in nature and do not warrant being held under advisement. A minor change to the rules is to add the word "Advisory" back in the Zoning Ordinance Committee and Urban Design Committee. Advisory was removed in the 2009 amendment. The proposed changes are listed below.

BACKGROUND (Continued)

Significant change means a change to a zoning application that results in any of the following:

1. An increase in the maximum number of dwelling units per acre or per lot.
2. An increase in maximum structure height.
3. An increase in the maximum floor area ratio.
4. An increase or decrease in building setbacks.
5. An increase in maximum lot coverage.
6. An increase or decrease in the landscaped area.
7. An increase or decrease in the number of required parking spaces.

The following changes would require the CPC to hold a request meeting the criteria listed below under advisement for at least two meetings unless the majority of CPC determined the proposed change was *de minimus* in nature.

1. A request for a zoning district classification that neither the applicant, staff, nor a Commissioner proposed beforehand. Notwithstanding, a change requiring new notification would have to be held so staff could properly advertise the case.
2. A request was a significant change as defined in the Rules of Procedure.
3. A request for other changes that the Commission finds individually or collectively, alter the fundamental character of the proposal, or that significantly affect the impact of the proposal on adjacent properties or on area transportation facilities.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 2, 2016, the City Plan Commission approved the proposed amendments to their Rules of Procedure.

FISCAL INFORMATION

No cost consideration to the City.

KEY FOCUS AREA: Economic Vibrancy
AGENDA DATE: August 24, 2016
COUNCIL DISTRICT(S): 13
DEPARTMENT: Sustainable Development and Construction
CMO: Ryan S. Evans, 671-9837
MAPSCO: 24M

SUBJECT

An ordinance abandoning a portion of an access and underground utility easement to John McReynolds and Ann McReynolds, the abutting owners, containing approximately 6,985 square feet of land, located near the intersection of Strait Lane and Dorset Road - Revenue: \$5,400, plus the \$20 ordinance publication fee

BACKGROUND

This item authorizes the abandonment of a portion of an access and underground utility easement to John McReynolds and Ann McReynolds, the abutting owners. The area will be included with the property of the abutting owners for the construction of a new single-family residence. The cost for this abandonment is the minimum processing fee pursuant to the Dallas City Code, therefore, no appraisal is required.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to Economic Development Committee on August 15, 2016.

FISCAL INFORMATION

Revenue: \$5,400, plus the \$20 ordinance publication fee

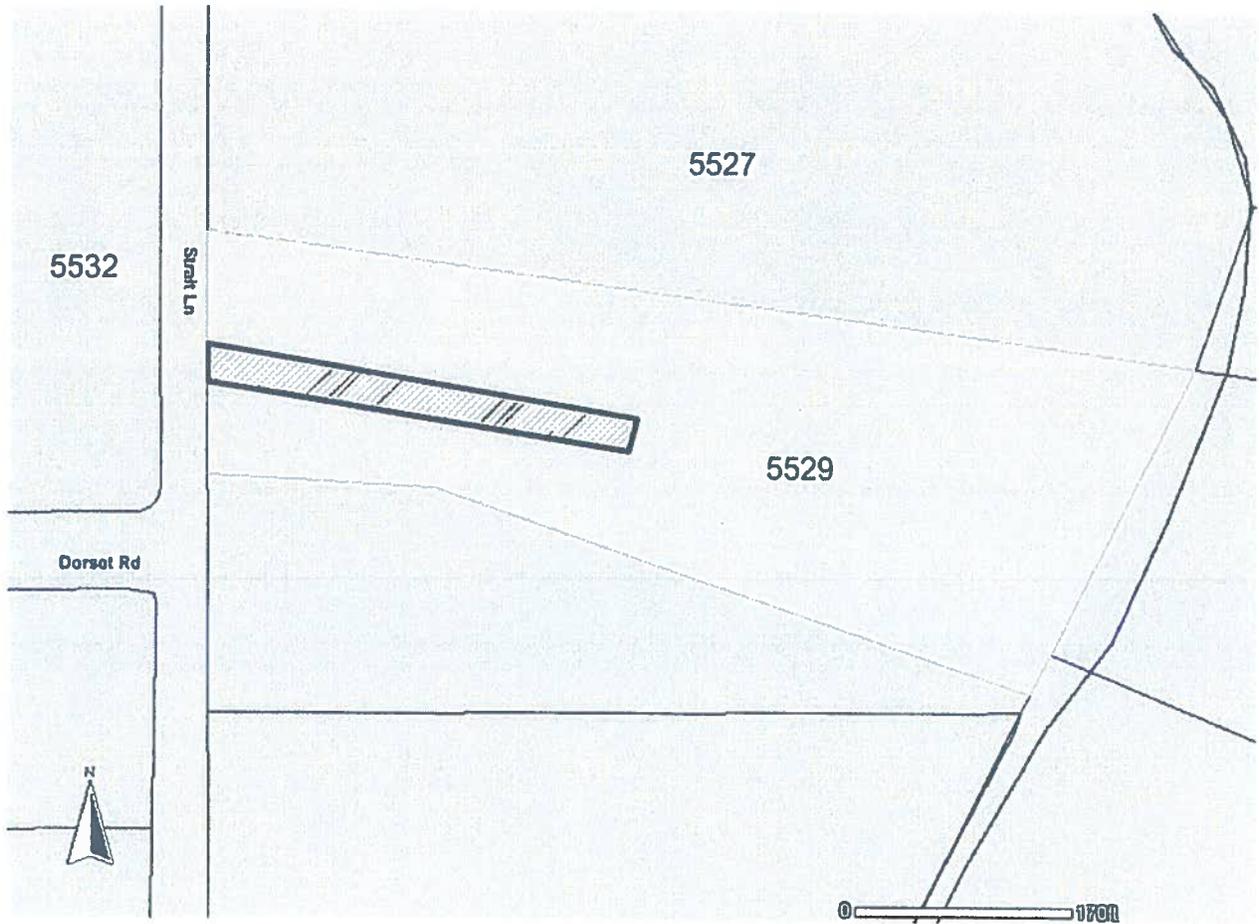
OWNERS

John McReynolds

Ann McReynolds

MAP

Attached



Log: 41795

 = Abandonment Area

Applicant: John & Ann McReynolds

KEY FOCUS AREA: Economic Vibrancy
AGENDA DATE: August 24, 2016
COUNCIL DISTRICT(S): 8
DEPARTMENT: Sustainable Development and Construction
CMO: Ryan S. Evans, 671-9837
MAPSCO: 76 F

SUBJECT

Authorize acceptance of a zoning application on property with delinquent taxes located at 3422 Cedardale Road - Financing: No cost consideration to the City

BACKGROUND

Section 51A-1.104.1 of the Development Code states "...when submitting an application, the applicant must submit proof, such as a tax certificate, that property taxes and any city fees, fines, or penalties are not delinquent on the subject property. Unless such proof is submitted, the application will be considered incomplete and returned to the applicant." The code allows a waiver of this requirement by two thirds vote of the City Council. The waiver may be made if (1) it "will facilitate urban redevelopment, historic conservation, or an important planning objective"; (2) "a pending sale of the property is contingent on the zoning application, and the applicant can supply evident, such as a contract of sale, that the taxes and any city fees, fines, or penalties will be paid at closing"; or (3) "the applicant can demonstrate financial hardship that makes payment of taxes impossible, and approval of a waiver will improve the applicant's ability to pay the taxes and any city fees, fines, or penalties".

The applicant TCDFW Acquisitions, LLC, representing the owner, Shirley Davis, has requested a waiver of the requirement that taxes be paid prior to the acceptance of an application for a zoning case on property located at 3422 Cedardale Road. The applicant indicates the deferral will facilitate urban redevelopment, historic conservation, or an important planning objective. In addition, the applicant stated that the taxes and penalties will be paid at the time of closing, which will happen after the zoning has been approved. The applicant proposes to combine this property with property within a larger area for an industrial (warehouse/distribution) development.

BACKGROUND (Continued)

The property, 3422 Cedardale Road, is comprised of one parcel with a homestead exemption on a one acre portion resulting in two parcels for taxing purposes. As of the end of August 2016, a total of \$108,322.82 in taxes and penalties will be owed on the property. The one-acre homestead parcel has a base of \$656.29 taxes due with \$280.91 in penalties and interest. The homestead-portion owes taxes and penalties for 2014 (\$389.60 base plus \$556.32 penalties) and 2015 (\$266.69 base plus \$114.71 penalties). The non-homestead parcel is an approximately eight acre parcel that has \$107,385.62 in taxes and penalties owed. The non-homestead portion owes taxes from 1999.

Year	Base Tax	Penalties, Interest, and ACC*	Total
1999	\$326.85	\$842.11	\$1,168.96
2000	\$972.28	\$2,370.92	\$3,343.20
2001	\$986.91	\$2,331.50	\$3,318.41
2002	\$994.86	\$2,211.55	\$3,206.41
2003	\$1,004.10	\$2,091.56	\$3,095.66
2004	\$1,911.58	\$3,712.77	\$5,624.35
2005	\$1,329.03	\$2,482.62	\$3,811.65
2006	\$1,824.40	\$3,145.26	\$4,969.66
2007	\$4,927.78	\$6,898.90	\$11,826.68
2008	\$1,972.95	\$2,833.15	\$4,806.10
2009	\$7,995.95	\$8,135.43	\$16,131.38
2010	\$4,575.19	\$5,252.31	\$9,827.50
2011	\$4,666.38	\$4,685.05	\$9,351.43
2012	\$4,410.44	\$3,792.99	\$8,203.43
2013	\$4,413.88	\$3,160.33	\$7,574.21
2014	\$3,707.12	\$2,120.47	\$5,827.59
2015	\$3,710.79	\$1,588.21	\$5,299.00
Total	\$49,730.49	\$57,655.13	\$107,385.62

No city fees, fines, or penalties are due.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

No cost consideration to the City.

MAP

Attached



CITY OF DALLAS

TAX DEFERRAL APPLICATION

DEPARTMENT OF PLANNING & DEVELOPMENT
City Hall Room 5B-North
Dallas, Texas 75201
(214) 670-4209

FILE NO: - / - PLANNER: CC DATE:

Applicants MUST fill out Sections 1 and 2 COMPLETELY
SECTION 3 to be completed by STAFF ONLY

SECTION 1: APPLICANT/OWNER INFORMATION

Please Print

PLANNED DEVELOPMENT DISTRICT: NEW
 AMENDMENT GENERAL ZONING CHANGE
SPECIFIC USE PERMIT: NEW REMOVAL OF DEED RESTRICTION
 AMENDMENT DEED RESTRICTION AMENDMENT
 RENEWAL CITY PLAN COMMISSION AUTHORIZED HEARING

Applicant: TCDFW Acquisitions, LLC Telephone: (214) 863 4276

Address: 2100 Mckinney Avenue, Suite 800 City/State/Zip: Dallas, Texas 75201

APPLICANT'S STATUS: (Check One) OWNER TENANT PROSPECTIVE BUYER
Property Owner must sign the application or submit a notarized letter of authorization.

Representative: Jake Marks Telephone: (214) 863 4276

Address: 2100 Mckinney Ave. Suite 800 City/State/Zip: Dallas, Texas 75201

Owner: Shirley Davis Telephone: ()

Address: 3422 Cedardale Road City/State/Zip: Dallas, Texas 75241-7614

OWNERSHIP (Check One) INDIVIDUAL TRUST PARTNERSHIP CORPORATION
If ownership is a trust, partnership, or corporation, name the partners or principals and their addresses and positions on a separate attachment

Signature of Applicant

Signature of Owner

SECTION 2: TAX DEFERRAL REQUEST INFORMATION

SITE LOCATION: 3422 Cedardale Road

SITE STREET ADDRESS: 3422 Cedardale Road CROSS STREET Cleveland Road

LOT NO(S): _____ BLOCK NO: 8310 SIZE OF REQUEST: 8.0 acres EXISTING ZONING: Agricultural

REASON FOR REQUEST
 DEFFERAL WILL FACILITATE URBAN REDEVELOPMENT, HISTORIC CONSERVATION, OR AN IMPORTANT PLANNING OBJECTIVE.
 DEFFERAL WILL FACILITATE A PENDING SALE OF THE PROPERTY.
 DEFFERAL IS NEEDED DUE TO FINANCIAL HARDSHIP

ADDITIONAL INFORMATION: _____

CITY TAX ID NO: 0831000000010100 CITY TAXES/FINES OWED? YES NO
If Yes, what is amount? \$ 106,790.98

CENSUS TRACT: 332 COUNCIL DISTRICT: 8 MAPSCO (Page/Cell): 76F ZONING MAP NO: Q-8

SECTION 3: STAFF CHECKLIST

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> ZONING MAPS | <input checked="" type="checkbox"/> INDEX LOG BOOK | <input checked="" type="checkbox"/> PROPERTY TAXES OWED |
| <input checked="" type="checkbox"/> TAX PLATS | <input checked="" type="checkbox"/> CORRECT LOT & BLOCK | <input type="checkbox"/> FINES OWED |
| <input checked="" type="checkbox"/> SURVEY (if needed) | <input checked="" type="checkbox"/> \$200 FILING FEE | <input type="checkbox"/> CITY FEES OWED |
| <input checked="" type="checkbox"/> TAX WAIVER STATEMENT | <input checked="" type="checkbox"/> PROPER SIGNATURES | <input type="checkbox"/> PENALTIES OWED |
| <input checked="" type="checkbox"/> CONTRACT OF SALE | | |

ACCEPTED BY: JE DATE ACCEPTED: 7/29/10 DATE WITHDRAWN: _____



CITY OF DALLAS

TAX DEFERRAL APPLICATION

DEPARTMENT OF PLANNING & DEVELOPMENT
City Hall Room 5B-North
Dallas, Texas 75201
(214) 670-4209

FILE NO: - / - PLANNER: CC DATE:

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SECTION 3 to be completed by STAFF ONLY

SECTION 1: APPLICANT/OWNER INFORMATION

Please Print

PLANNED DEVELOPMENT DISTRICT: NEW
 AMENDMENT GENERAL ZONING CHANGE
 SPECIFIC USE PERMIT: NEW REMOVAL OF DEED RESTRICTION
 AMENDMENT DEED RESTRICTION AMENDMENT
 RENEWAL CITY PLAN COMMISSION AUTHORIZED HEARING

Applicant: TCDFW Acquisitions, LLC Telephone: (214) 863 4276

Address: 2100 Mckinney Avenue, Suite 800 City/State/Zip: Dallas, Texas 75201

APPLICANT'S STATUS: (Check One) OWNER TENANT PROSPECTIVE BUYER
Property Owner must sign the application or submit a notarized letter of authorization.

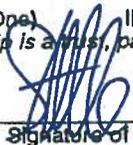
Representative: Jake Marks Telephone: (214) 863 4276

Address: 2100 Mckinney Ave. Suite 800 City/State/Zip: Dallas, Texas 75201

Owner: Shirley Davis Telephone: ()

Address: 3422 Cedardale Road City/State/Zip: Dallas, Texas 75241-7614

OWNERSHIP (Check One) INDIVIDUAL TRUST PARTNERSHIP CORPORATION
If ownership is a trust, partnership, or corporation, name the partners or principals and their addresses and positions on a separate attachment


Signature of Applicant


Signature of Owner

SECTION 2: TAX DEFERRAL REQUEST INFORMATION

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SITE STREET ADDRESS: 3422 Cedardale Road CROSS STREET: Cleveland Road

LOT NO(S): _____ BLOCK NO: 8310 SIZE OF REQUEST: 1.0 acres EXISTING ZONING: Agricultural

REASON FOR REQUEST
 DEFERRAL WILL FACILITATE URBAN REDEVELOPMENT, HISTORIC CONSERVATION, OR AN IMPORTANT PLANNING OBJECTIVE.
 DEFERRAL WILL FACILITATE A PENDING SALE OF THE PROPERTY.
 DEFERRAL IS NEEDED DUE TO FINANCIAL HARDSHIP

ADDITIONAL INFORMATION: _____

CITY TAX ID NO: 08310000000101HS CITY TAXES/FINES OWED? YES NO If Yes, what is amount? \$ 929.31

CENSUS TRACT: 332 COUNCIL DISTRICT: 8 MAPSCO (Page/Cell): 76F ZONING MAP NO: Q-8

SECTION 3: STAFF CHECKLIST

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> ZONING MAPS | <input type="checkbox"/> INDEX LOG BOOK | <input checked="" type="checkbox"/> PROPERTY TAXES OWED |
| <input checked="" type="checkbox"/> TAX PLATS | <input checked="" type="checkbox"/> CORRECT LOT & BLOCK | <input type="checkbox"/> FINES OWED |
| <input checked="" type="checkbox"/> SURVEY (if needed) | <input checked="" type="checkbox"/> \$200 FILING FEE | <input type="checkbox"/> CITY FEES OWED |
| <input checked="" type="checkbox"/> TAX WAIVER STATEMENT | <input checked="" type="checkbox"/> PROPER SIGNATURES | <input type="checkbox"/> PENALTIES OWED |
| <input checked="" type="checkbox"/> CONTRACT OF SALE | | |

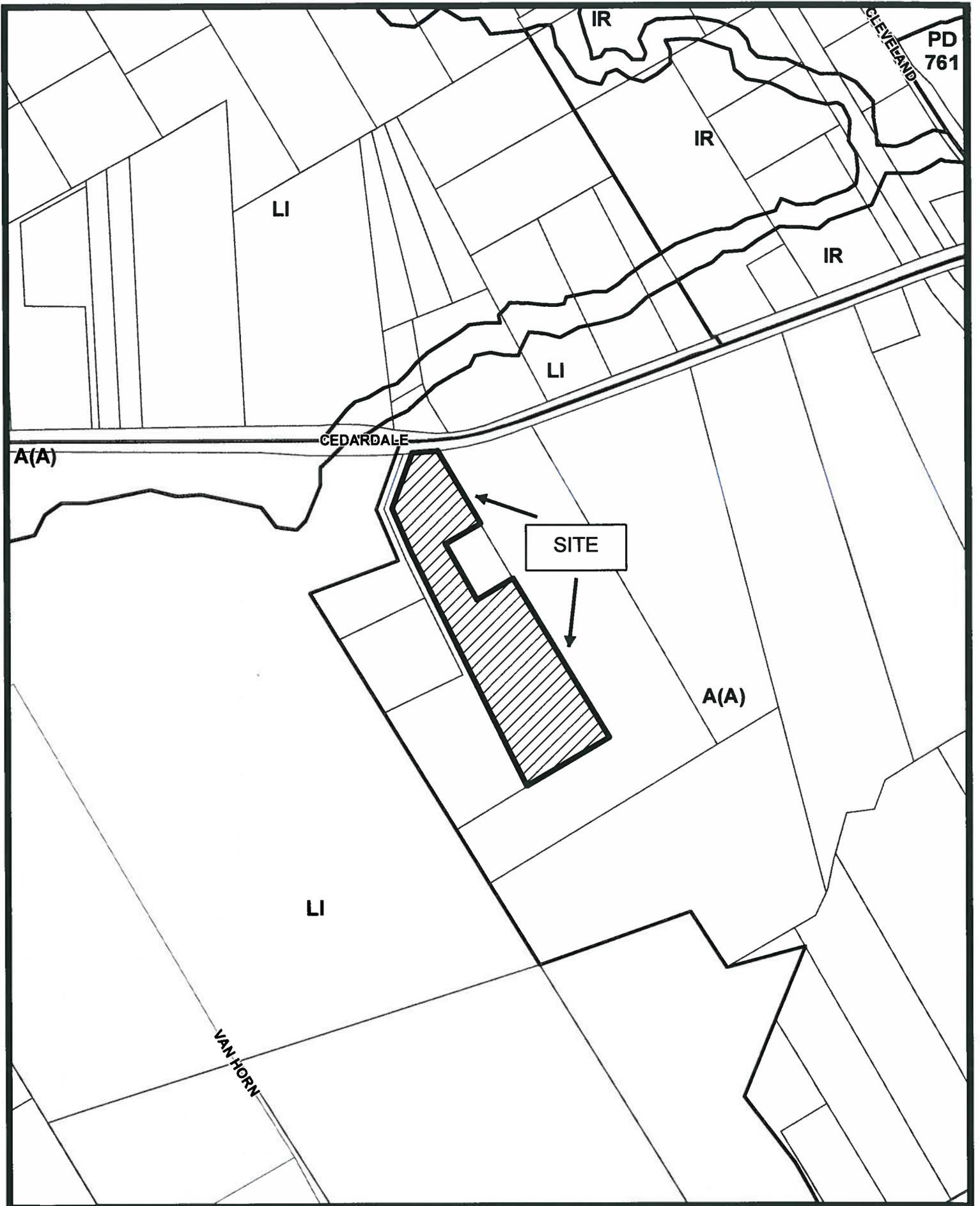
ACCEPTED BY:  DATE ACCEPTED: 7/29/16 DATE WITHDRAWN: _____

TCDFW Acquisitions, LLC Officers

A Delaware limited Liability Company
doing business in Texas as TCDFW Acquisitions I, LLC

By: TCDFW Development, Inc.
A Delaware corporation
Its Managing Member
Scott Krikorian, CEO and President

Chief Executive Officer	Scott A. Krikorian
President	Scott A. Krikorian
Executive Vice President	Adam Saphier
Executive Vice President	James H. Matoushek
Executive Vice President	John A. Stirek
Executive Vice President	Matthew J. Nickels, III
Executive Vice President	Michael S. Duffy
Executive Vice President	Scott A. Dyche
Executive Vice President	T. Christopher Roth
Senior Vice President	Joel Behrens
Vice President	S. Denton Walker, III
Vice President	Valarie Gonzales
Secretary	Rebecca M. Savino
Assistant Secretary	Scott A. Dyche
Treasurer	James H. Matoushek
General Counsel	Scott A. Dyche
Director	Michael S. Duffy
Director	Scott A. Dyche



1:6,000

3422 Cedardale Road