

Memorandum



DATE August 2, 2017

TO Members of the Economic Development and Housing Committee:
Tennell Atkins (Chair), Rickey D. Callahan (Vice Chair), Lee M. Kleinman,
Scott Griggs, Casey Thomas, II, B. Adam McGough, Mark Clayton, Kevin Felder,
Omar Narvaez

SUBJECT **Proposed North Lake Highlands Public Improvement District (PID)**

On June 28, 2017, City Council approved a resolution calling for a public hearing regarding the creation of the North Lake Highlands Public Improvement District (NLHPID). This public hearing will be held on August 9, 2017 and at the close of the hearing Council will be asked to consider creation of this new PID. This memorandum recaps information provided about the agenda in June 2017.

When the existing Lake Highlands PID (LHPID) was last renewed in 2015, there was an attempt to expand its boundaries north of LBJ Freeway into the Forest Lane /Audelia Road area. However, with many multi-family and commercial properties in ownership transition, there was not enough property owner support to expand into that area. The LHPID, was renewed, with only a minor expansion of properties south of LBJ. The purpose of PID expansion north of LBJ Freeway was to extend supplemental public safety patrols to assist in stabilizing crime hot spots as well as offer community programming to residents located in the older apartment complexes which lack amenities for families and to provide some public area aesthetic improvements. There were also discussions about finding ways to “unite” the greater Lake Highlands area because there is a perception that LBJ Freeway has created a “north vs. south” barrier, both physically and psychologically. In 2016, there was a petition effort to create a separate “North Lake Highlands PID”. Although the petition was backed by new ownership of major properties, there was not enough property owner petition support to move forward with the creation a new PID.

After positive feedback from key property owners, a third effort to create a PID in the north LBJ area was launched. A petition has been in circulation since early February 2017 and is expected to be completed by mid-June. The existing LHPID has agreed to be the management entity with a provision to allow for an assignment if a separate management group is desired in the future.

Pursuant to waiving certain provisions of the adopted City of Dallas PID Policy Resolution No. 05-3539, as amended last year for the creation of the South Dallas/Fair Park PID, the NLHPID proposal received a waiver from the deadline to submit petitions by April 1st and the 60% petition thresholds that are higher than State law requirements. Petitions were submitted to the City in June 2017.

Chapter 372 of the Local Government Code (Public Improvement District Act) has a 50% petition requirement stated as follows:

"The petition is sufficient if signed by:

(1) owners of taxable real property representing more than 50 percent of the appraised value of taxable real property liable for assessment under the proposal, as determined by the current roll of the appraisal district in which the property is located; and

(2) record owners of real property liable for assessment under the proposal who:

(A) constitute more than 50 percent of all record owners of property that is liable for assessment under the proposal; or

(B) own taxable real property that constitutes more than 50 percent of the area of all taxable real property that is liable for assessment under the proposal."

PID creation or renewal is a "two-step" process. City Council calls a public hearing and needs at least 15 days for legal notice prior to holding the public hearing in order to consider creation or renewal of a PID. Timing is also driven by the annual service plan budget/assessment rate approval process. Assessment rates need to be approved no later than mid-September for the Dallas County Tax Office to include the assessment with property owner billing on October 1st.

Should you have any question, please contact me at 214-671-5257.



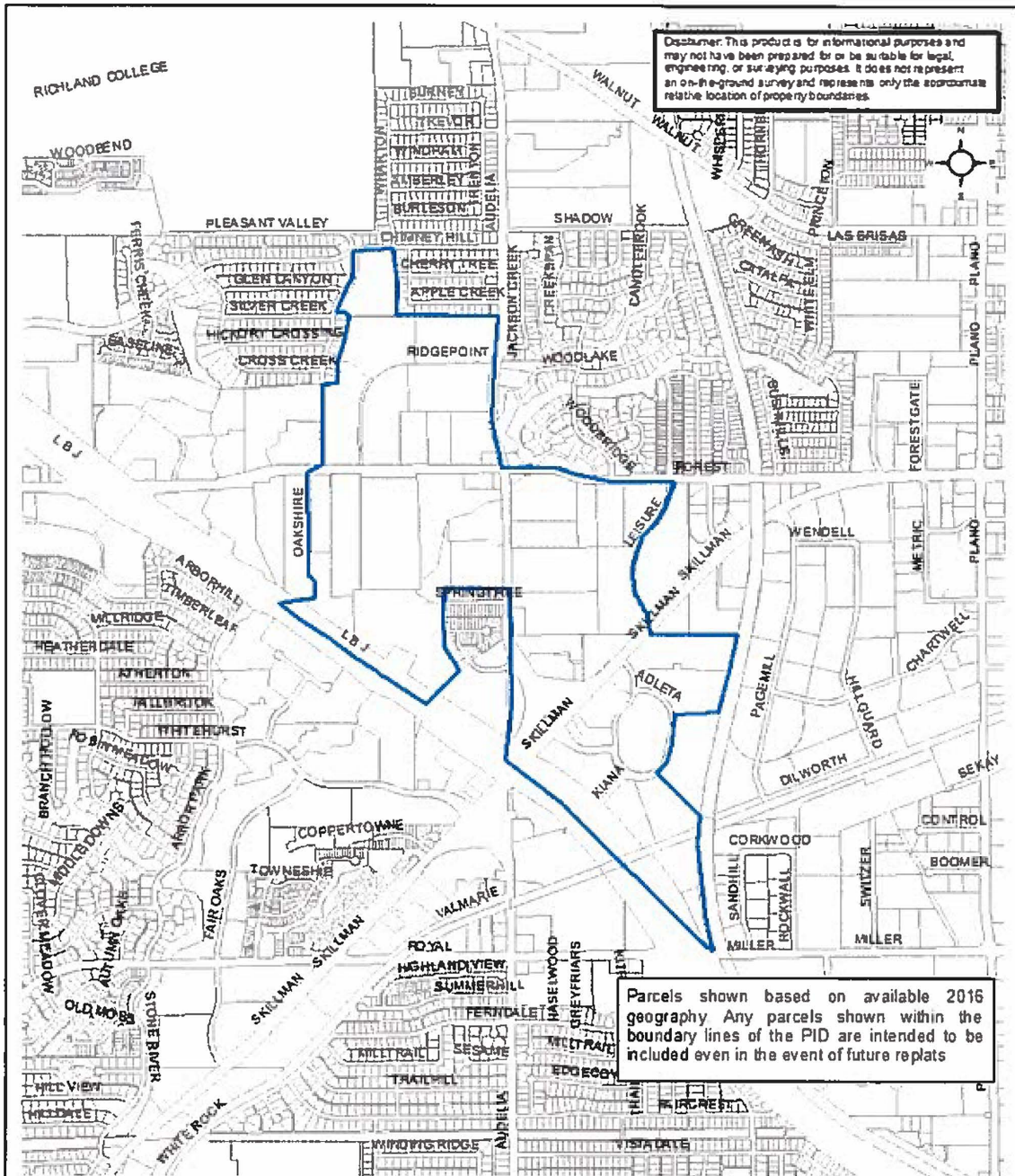
Raquel Favela

Chief of Economic Development and Neighborhood Services

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Current Proposed North Lake Highlands PID Boundary (redline)



**Proposed
North Lake Highlands PID Revised Boundary Map**

City of Dallas
Office of Economic Development
Created 6/2017

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SUBJECT Upcoming Agenda Item – Jubilee Park & Community Center Corporation

In May 2017, Jubilee Park & Community Center Corporation (JPCCC) requested an extension on the completion date on its existing Bond contract approved in 2009 in the amount of \$500,000 for development of 18 homes from June 30, 2017 to December 31, 2018.

Total Development Cost	\$3,321,660
City Bond	\$ 500,000
Private Fundraising & Financing	\$2,821,660

Over the past nine years when the original contract was executed, Jubilee was provided extensions based on several factors contributing to delays including:

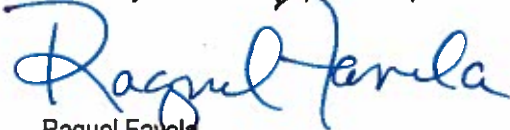
- 1) Delays related to negotiating acquisitions for the initial nine lots with several property owners including DISD and the owner of several blighted properties.
 - In the first quarter of 2016, JPCCC acquired several lots from Dallas Independent School District and a private property owner.
- 2) Financing to include fund raising efforts to assist with affordability.
 - Funding is available from private donations, foundations and lines of credit.
- 3) Contractor and subcontractor delays including selection of contractors and the availability of laborers and building materials.
 - JPCCC selected a contractor from a pool of contractors and continues to establish relationships with others for future development.
- 4) Re-platting process required to obtain building permits.
 - Plats were approved in Spring of 2017.

In July 2015, Jubilee completed construction and sales for 9 of the 18 owner occupied units to be built under the contract. Today they own more than 9 lots to continue construction of the remaining units.

This extension is recommended based on a one-year construction and sales schedule provided by Jubilee. To ensure performance on the contract for the next year and a half, City staff will monitor the following activities. The developer has been informed of the monitoring.

- a) Monthly reports submitted by developer to provide updates on the status of the project on construction, next steps, and expected completion.
- b) Private financing available no later than September 30, 2017.
- c) Start construction on two homes no later than October 31, 2017.
- d) Continue the start of construction for two homes every 90 days.
- e) Close on the homebuyer sales within 30 days of completion of construction.
- f) Expend funding on a monthly basis with final draw submitted by December 1, 2018.
- g) Report delays immediately within one week to City staff.

Should you have any question, please contact me at 214-671-5257.



Raquel Favala
Chief of Economic Development and Neighborhood Services

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SUBJECT **City of Dallas Public Improvement Districts (PIDs) – Setting Annual Assessment Rates for 2017 and Adopting 2018 Service Plans; Upcoming Agenda Items: August 23, 2017 Call for Public Hearing & September 13, 2017 Hold Public Hearing and Set Assessment Rates**

Background

Chapter 372 of the Texas Local Government Code, Improvement Districts in Municipalities and Counties, requires that the City Council annually call and hold a public hearing to set the annual assessment rate for property in each district and approve a Service Plan for each district. These actions take place in September each year after the management of each public improvement district (PID) has reviewed changes in the tax base for their district and prepared an annual budget for the remaining term of the PID.

PIDs are governed by state law and City of Dallas PID Policy (adopted in December 2005 and last amended on October 23, 2013). In the City of Dallas, a PID is a special assessment area created at request of property owners in the proposed district via petition. Property owners pay a supplemental assessment with their taxes, which PID uses for services above and beyond existing City services. Assessment allows each PID to have its own work program, which may consist of eligible activities such as marketing, providing additional security, landscaping and lighting, street cleaning, and cultural or recreational improvements. City's power to levy is limited to petition and budget categories/costs approved by property owners. Individual PIDs are governed by property owner elected boards and managed by a specifically formed non-profit organization or homeowners' association

Below is a list of the PIDs in Dallas - with Council Districts.

- **Dallas Downtown Improvement District (DID) - 2, 14**
- **Deep Ellum Public Improvement District (DEPID) – 2, 7 and 14**
- **Klyde Warren Park/Dallas Arts Public Improvement District (KWPPID) - 14**
- **Knox Street Public Improvement District (KSPID) - 14**

- **Lake Highlands Public Improvement District (LHPID) - 9, 10, and 13**
- **North Lake Highlands Public Improvement District (NLHPID) - 10**
(PID creation to be considered by City Council on August 9, 2017)
- **South Dallas-Fair Park Public Improvement District (SDFPID) - 7**
- **Oak Lawn Hi-Line Public Improvement District (OLHLPID) - 6**
- **Prestonwood Public Improvement District (PPID) - 12**
- **South Side Public Improvement District (SSPID) - 2**
- **Tourism Public Improvement District (TPID) – 2, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14**
- **University Crossing Public Improvement District (UCPID) - 14**
- **Uptown Public Improvement District (UPID) - 14**
- **Vickery Meadow Public Improvement District (VMPID) - 13**

The City desires, by the calling and holding of such public hearings, to provide a reasonable opportunity for any owner of property located within each district to speak for or against the proposed assessment rate for each district.

The PID program provides a way for property owners to petition the City to collect a special assessment from all property owners in an area to be used for supplemental services. All requested and proposed assessment rates vary based on adopted PID Service Plans.

A 2017 summary chart and a map of the districts are attached. Copies of the individual PID Service Plans and Budgets will be included in the City Council Agenda on August 23, 2017 for the Call to Public Hearing request. These documents provide more detailed information regarding the improvements and services proposed for 2018.

Fiscal Information

No cost consideration to the City except for the DID. Last year's assessment for the DID on City-owned property was \$651,427.

Staff

Karl Stundins, Manager, Area Redevelopment Division
Taron Cunningham, Economic Development Analyst

Recommendation

Staff recommends City Council's approval to call and hold a public hearing for each district to set the annual assessment rate for property in each district and authorize the Service Plan for each district.

Map and PID Summary

Attached.

Should you have any questions or concerns, please contact me at (214) 670-5257.



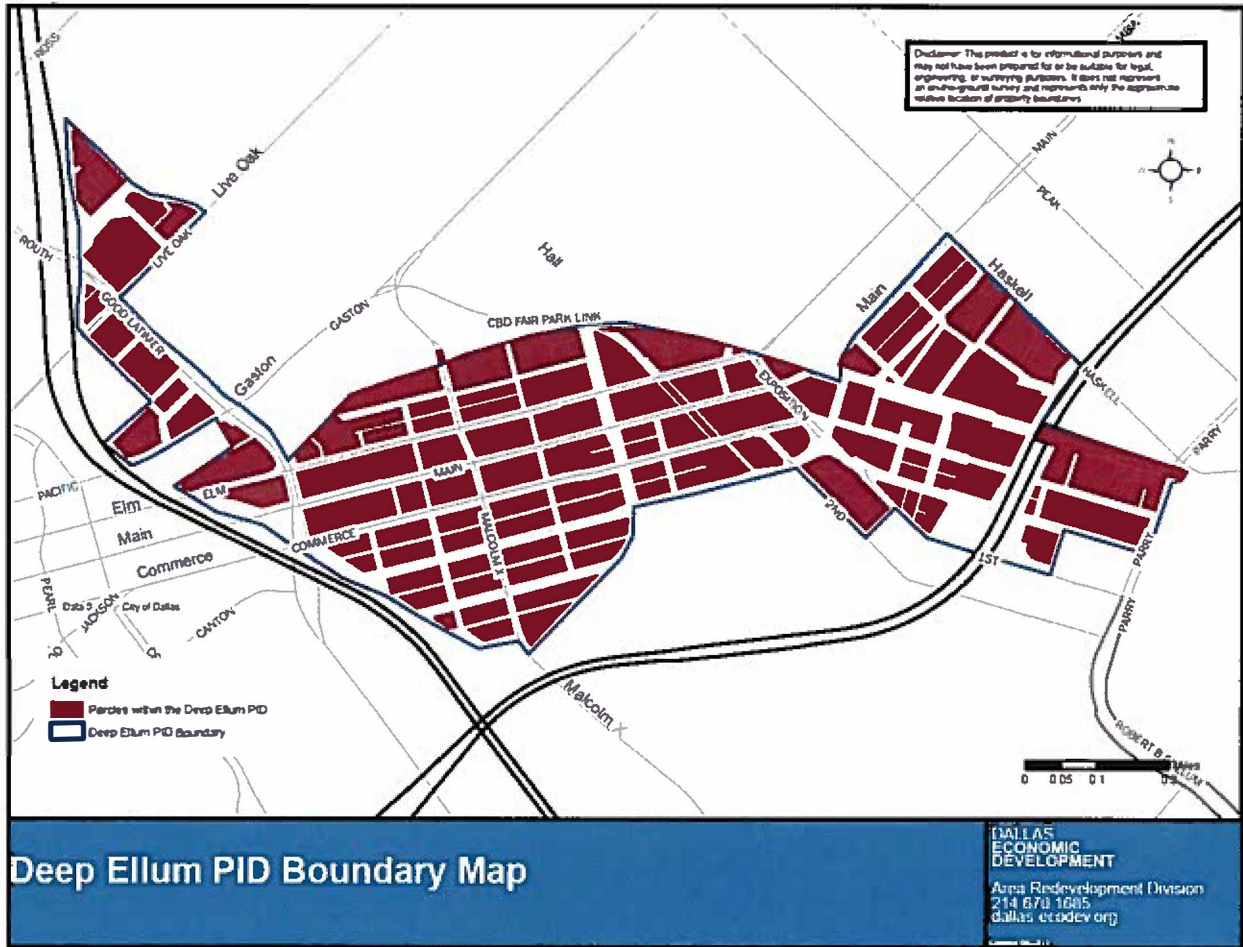
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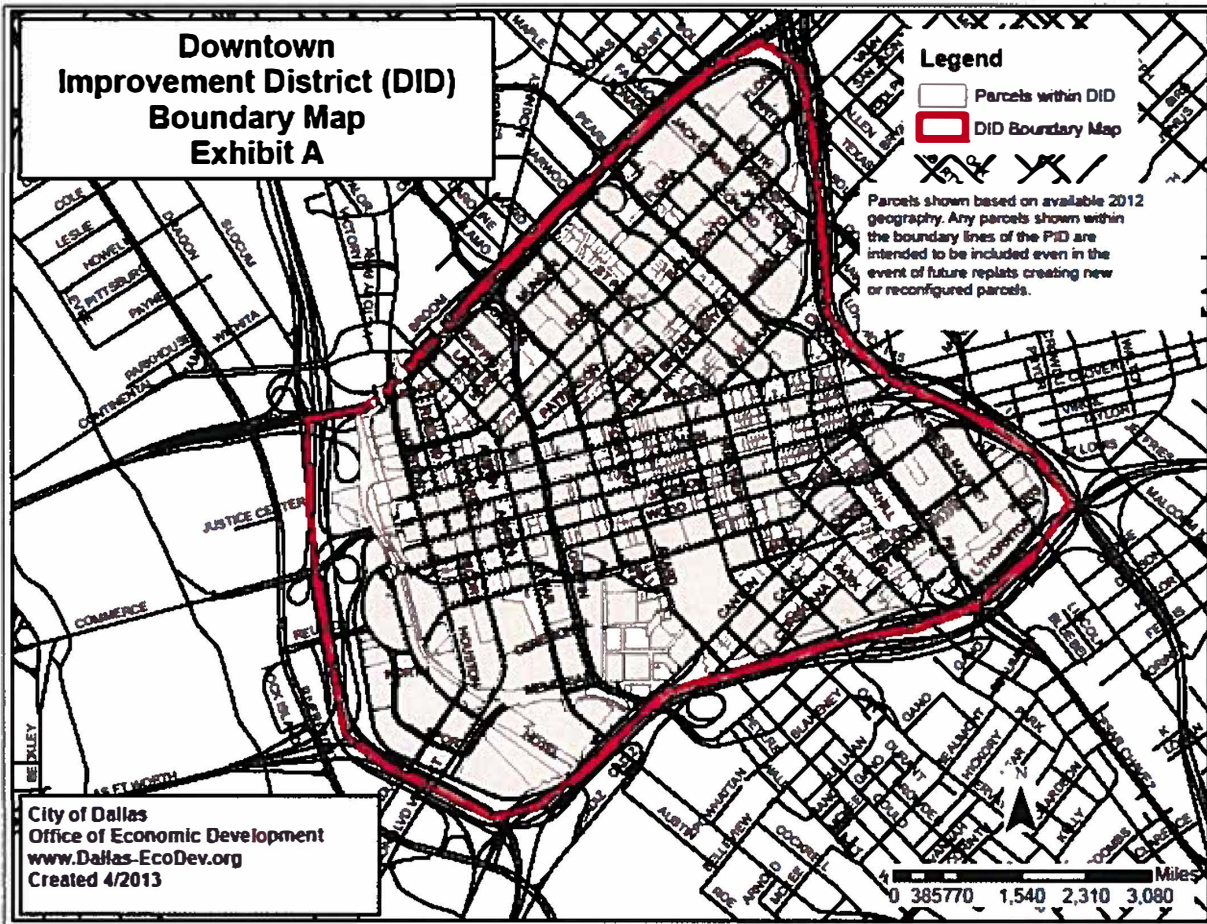
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Deep Ellum (DPID) - Annual Plan Summary



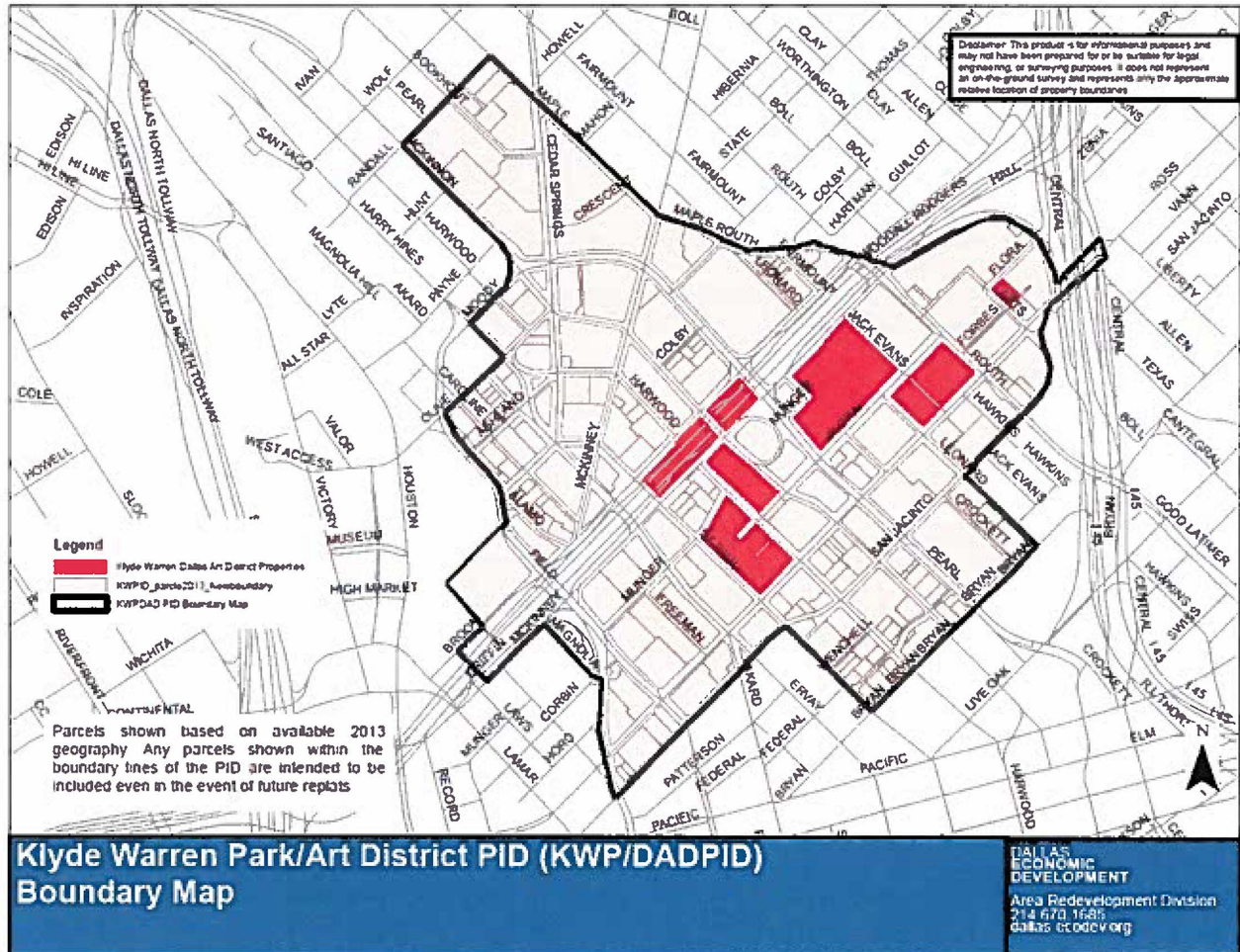
Expiration		Deep Ellum	
		December 31, 2020	
Accounts		689	
Estimated Assessment Rate per \$100		\$0.12	
Budget Categories	Improvements	18%	
	Business Dev & Recruitment	4%	
	Transportation Improvements	6%	
	Marketing & Promotion	44%	
	Audit/Insurance	7%	
	Administration	16%	
	Public Safety	5%	

Dallas Downtown Improvement District (DIDPID) - Annual Plan Summary



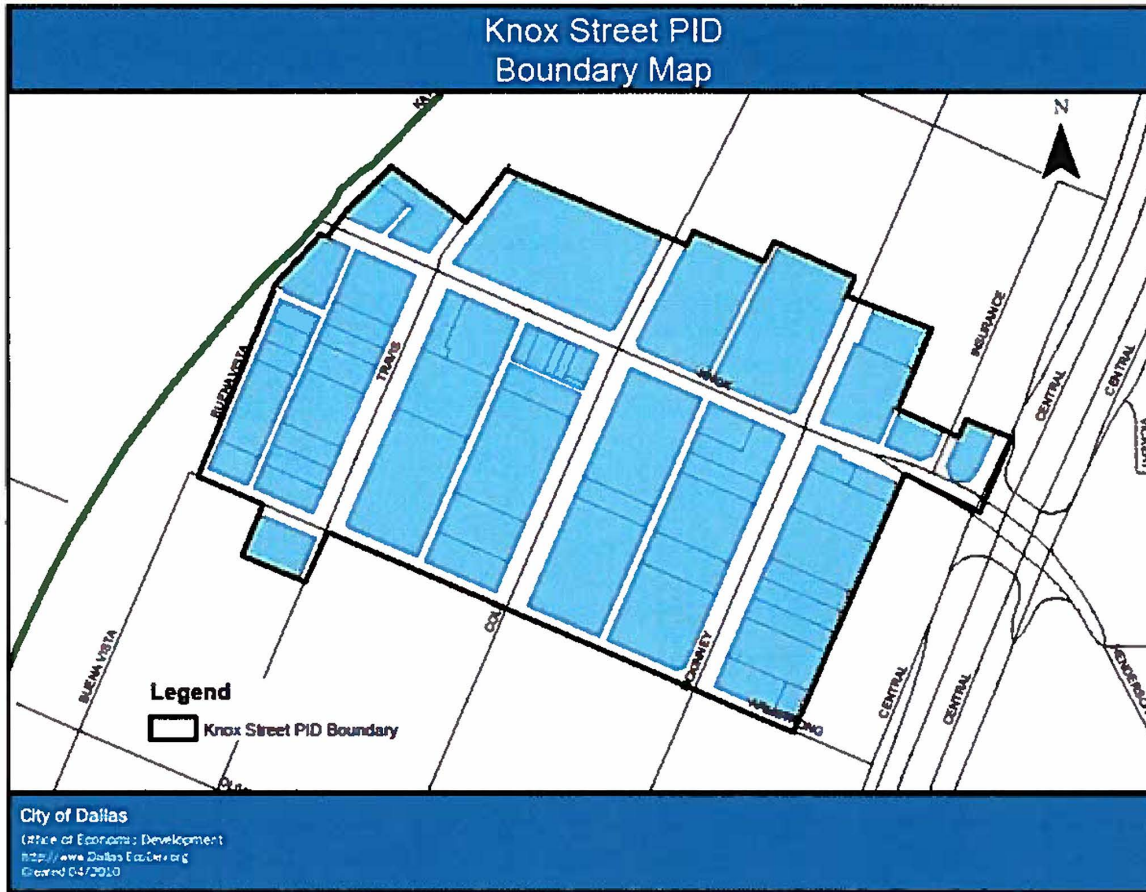
	Downtown	
Expiration	December 31, 2020	
Accounts	1,872	
Budget Categories	Public Safety	39%
	Capital Improvements	7%
	Transportation Improvements	6%
	Communication/Events	18%
	Administration	12%
	Services & Improvements	18%

Klyde Warren Park/Dallas Arts District (KWP/DADPID)- Annual Plan Summary



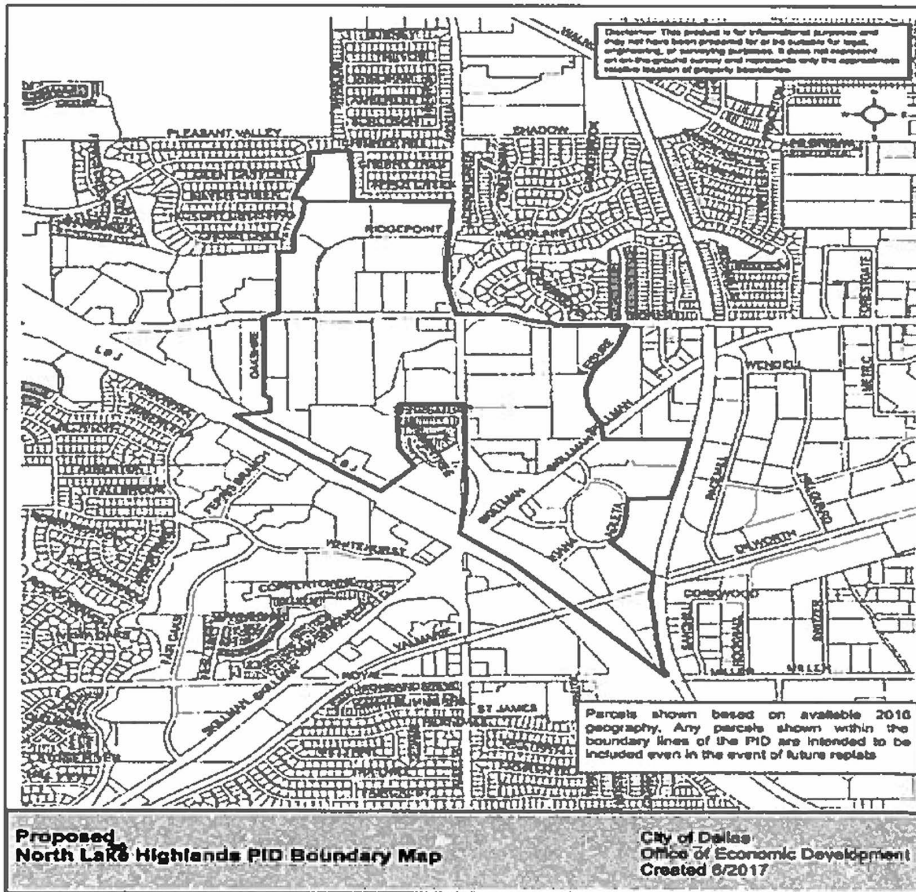
Klyde Warren Park/DAD		
Expiration	December 31, 2021	
Accounts	671	
Budget Categories	Public Safety	20%
	Sanitation and General Maintenance	22%
	Landscape Imprvs, Holiday Lighting & Decorations	31%
	Cultural Enhancements, Marketing and Promotion	15%
	Administration	4%
	Signage (wayfinding)	1%
	Audit/Insurance	7%

Knox Street Improvement District (KSPID) - Annual Plan Summary



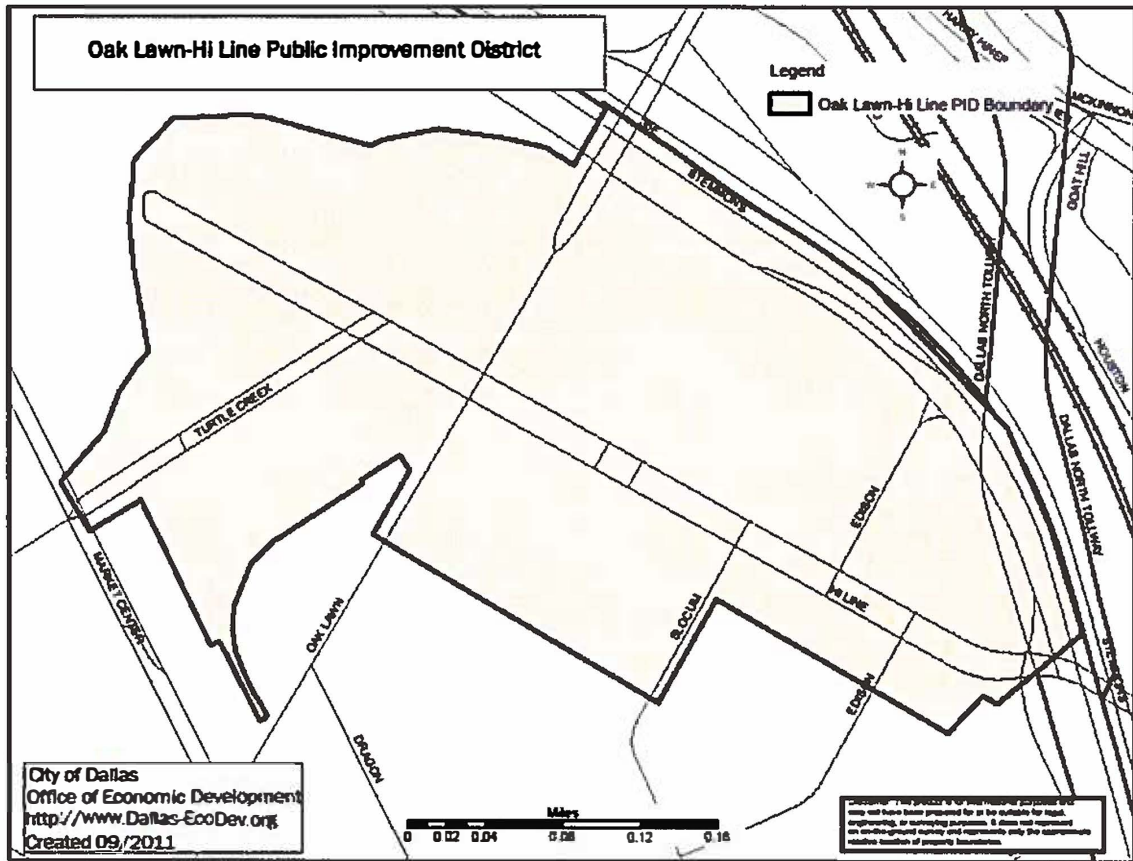
	Knox Street	
Expiration	December 31, 2017	
Accounts	56	
Budget Categories	Public Safety	16%
	Capital Improvements *	49%
	Marketing/Promotion	29%
	Audit and Insurance	4%
	Admin	0%
	Funds are being carried forward from prior years to complement gateway markers and streetscape improvements and/or possibly in conjunction with Knox Complete Streets - 2016 Capital Improvements.	

North Lake Highlands (NLHPID) - Annual Plan Summary



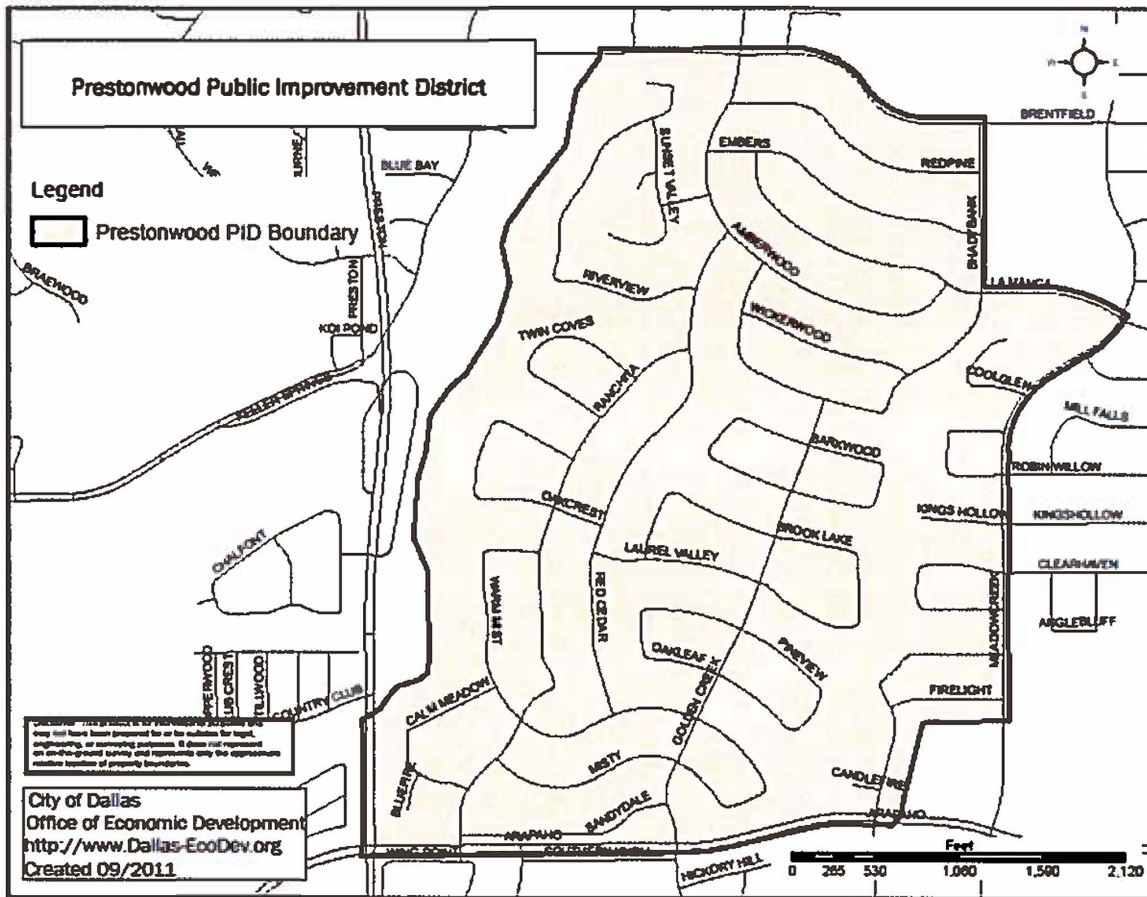
	North Lake Highlands	
Expiration	December 31, 2024	
Accounts	437	
Budget Categories	Public Safety	60%
	Improvements	16%
	Promotion	5%
	Audit/Insurance	6%
	Administration	10%

Oak Lawn-Hi Line (OLHIPID) – Annual Plan Summary



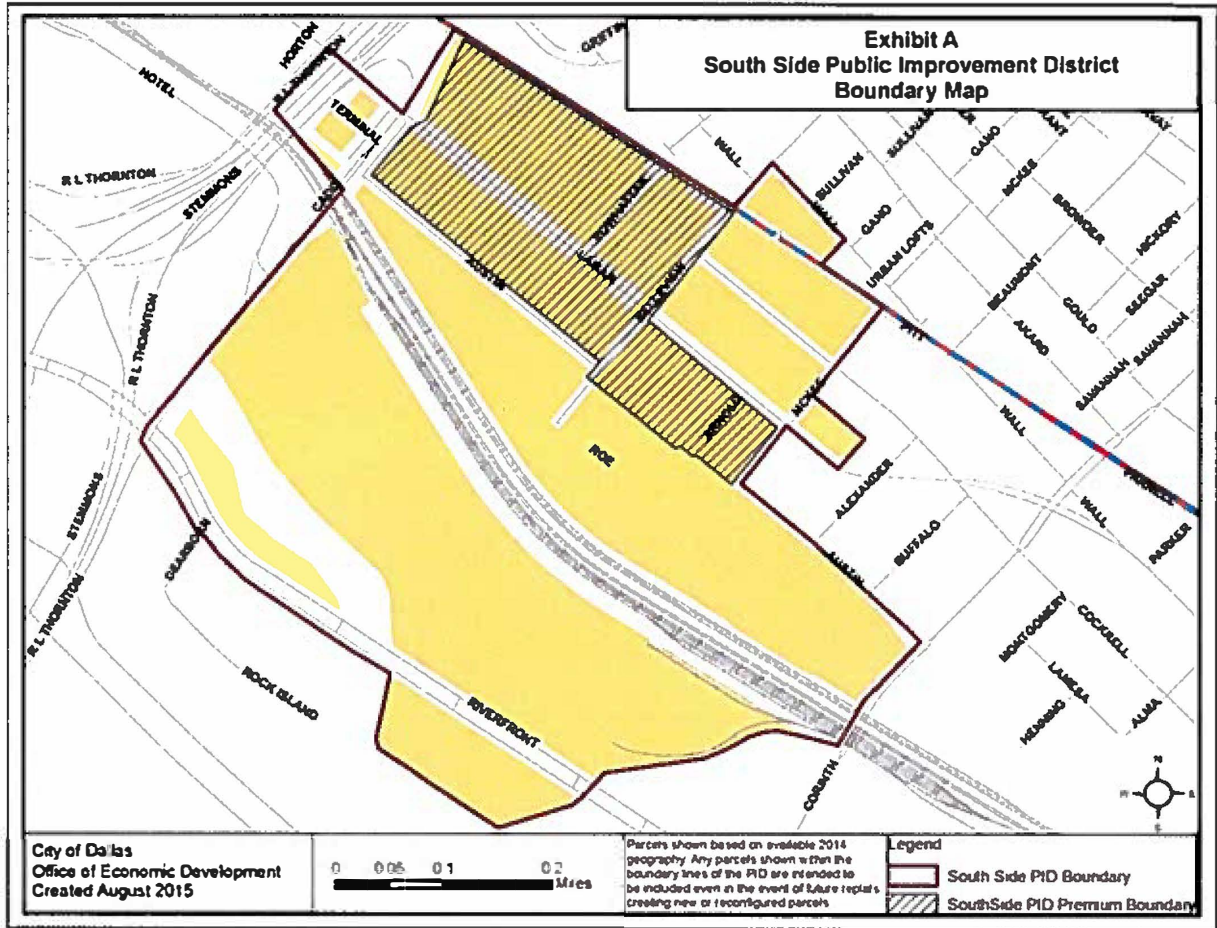
Oak Lawn-Hi Line		
Expiration	December 31, 2023	
Accounts	45	
Budget Categories	Public Safety	30.7%
	Improvements	57.7%
	Promotion	0.3%
	Audit/Insurance	4.5%
	Administration	6.7%

Prestonwood (PPID) – Annual Plan Summary



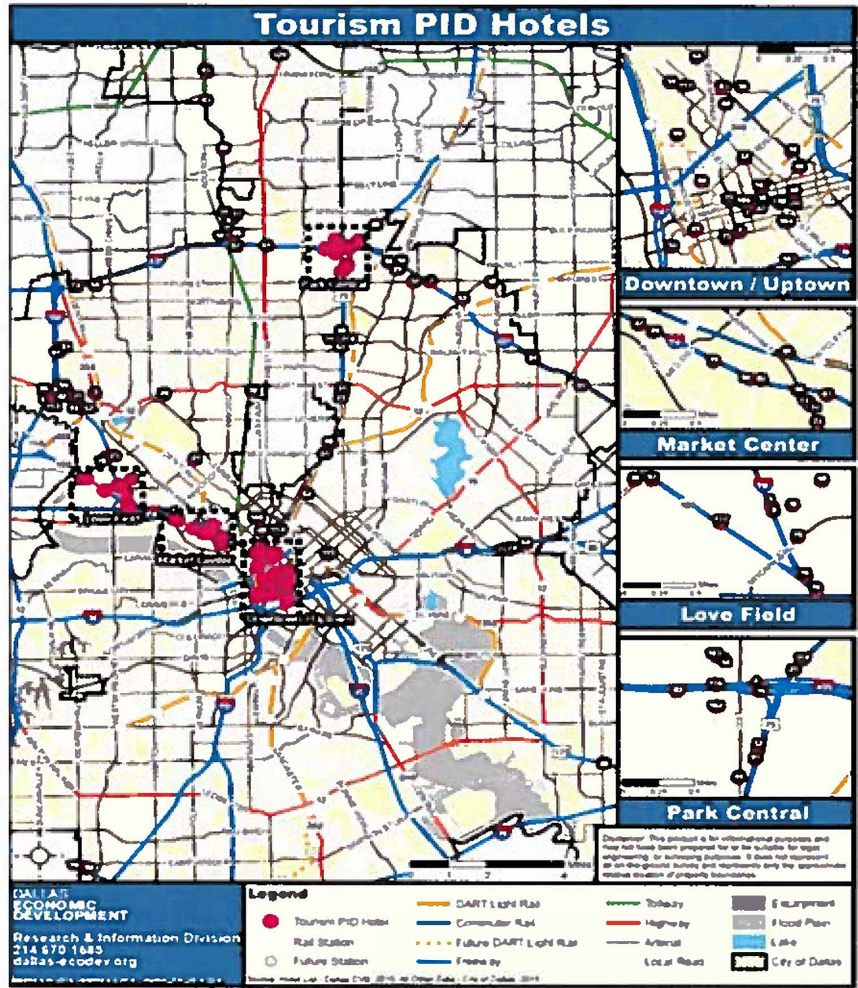
Prestonwood		
Expiration	December 31, 2018	
Accounts	1,034	
Budget Categories	Public Safety	85%
	Administration	3%
	Audit/Insurance	7%

South Side (SSPID) – Annual Plan Summary



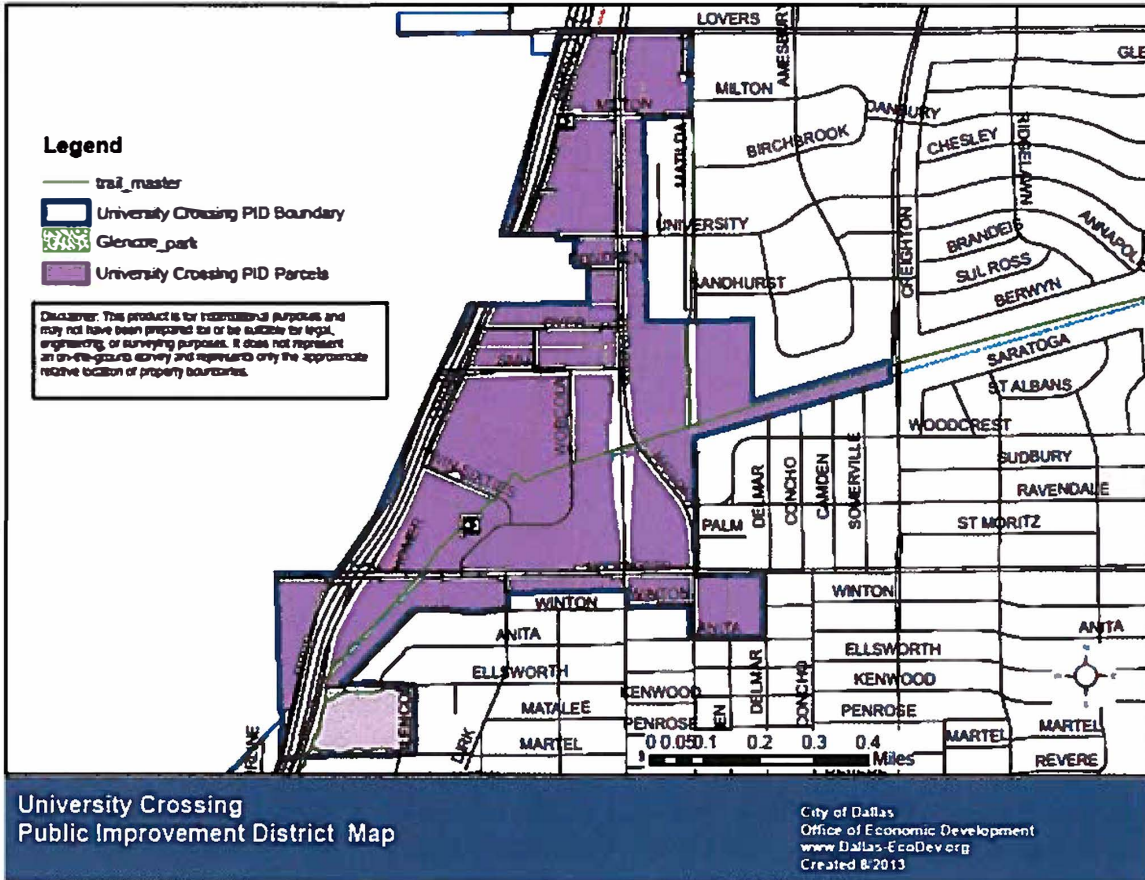
South Side																	
Expiration	December 31, 2019																
Accounts	132																
Budget Categories	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Park Improvements</td> <td style="text-align: right;">35%</td> </tr> <tr> <td style="text-align: right;">Public Safety / Security</td> <td style="text-align: right;">31%</td> </tr> <tr> <td style="text-align: right;">Administration</td> <td style="text-align: right;">13%</td> </tr> <tr> <td style="text-align: right;">Business Recruitment / Marketing</td> <td style="text-align: right;">10%</td> </tr> <tr> <td style="text-align: right;">Audit</td> <td style="text-align: right;">5%</td> </tr> <tr> <td style="text-align: right;">Cultural events</td> <td style="text-align: right;">3%</td> </tr> <tr> <td style="text-align: right;">Insurance</td> <td style="text-align: right;">3%</td> </tr> <tr> <td style="text-align: right;">Public Art Projects</td> <td style="text-align: right;">0%</td> </tr> </table>	Park Improvements	35%	Public Safety / Security	31%	Administration	13%	Business Recruitment / Marketing	10%	Audit	5%	Cultural events	3%	Insurance	3%	Public Art Projects	0%
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Tourism (TPID) – Annual Plan Summary



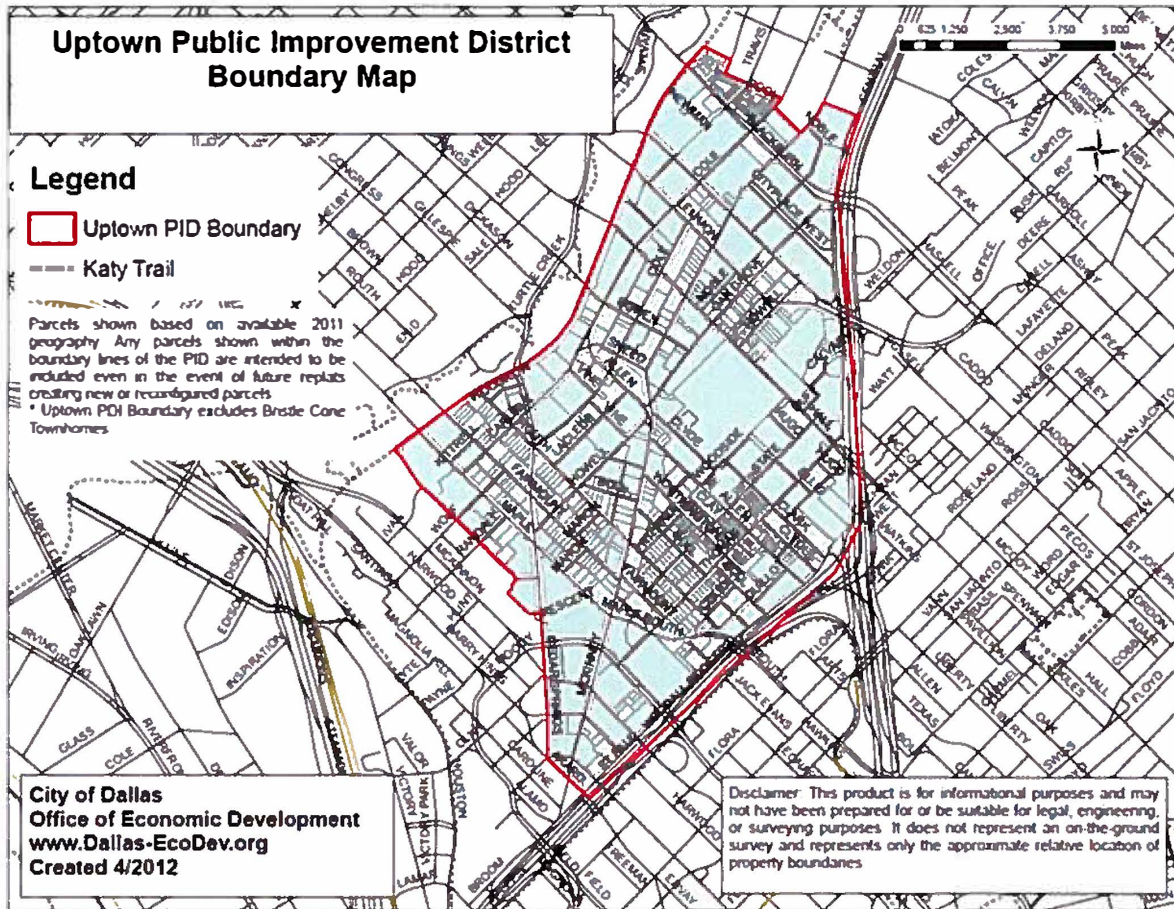
Tourism PID		
Expiration	September 30, 2029	
Accounts	120 accounts at the time of the TPID's renewal	
Budget Categories	Incentives & Sales Efforts	42.5%
	Marketing (Promotion/Advertising)	35.0%
	Site Visits & Familiarization Tours	10.0%
	Event Funding Application Pool	7.5%
	Operations/Research/Administration	5.0%

University Crossing (UCPID) – Annual Plan Summary



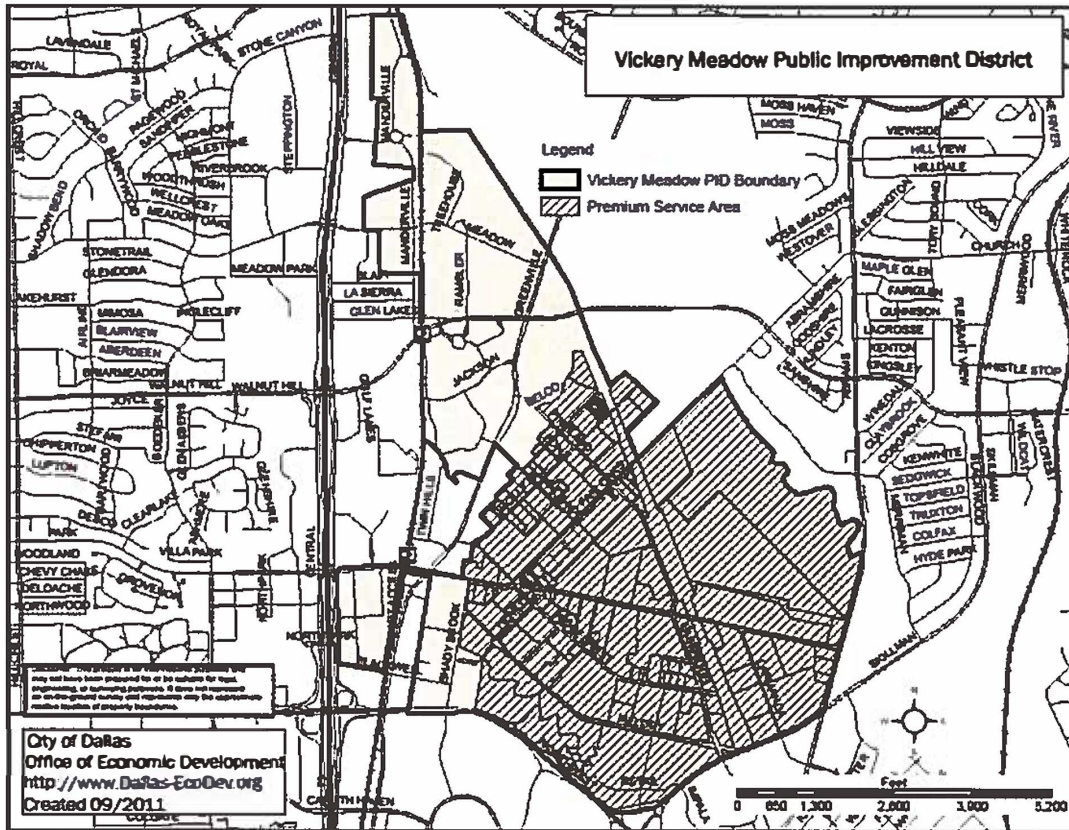
University Crossing	
Expiration	December 31, 2020
Accounts	248
Budget Categories	Security 26%
	Improvements 26%
	Public Area Impvmts., 24%
	Promotion 9%
	Audit/Insurance 3%
	Administration 11%

Uptown PID - Annual Plan Summary



Expiration		Uptown	
December 31, 2019		2.161	
Accounts			
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



Vickery Meadow		
Expiration	December 31, 2022	
Accounts	2,332	
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%

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SUBJECT Upcoming Agenda Item – Southfair Community Development Corporation Six-Lots Project

In June 2017, Southfair Community Development Corporation (Southfair) requested an amendment to its existing HOME Investment Partnership funds contract approved on June 22, 2016 to increase the number of units from two to six; to increase the amount of funding from \$112,000 to \$712,000; and to extend the loan agreement from June 30, 2017 to August 31, 2018. The Land is currently owned by Southfair.

Total Development Cost	\$1,219,700
City HOME	\$ 712,000
Private Financing	\$ 507,700

The market conditions have provided the developer an opportunity to build and sell several more homes under this existing contract since they currently own the additional lots and have homebuyers waiting for homes to be built. Two of the six lots are currently under construction at approximately 75% complete. Homebuyers are under contract for the homes.

The developer indicated that several situations have contributed to a slight delay in completion of the two units, including

- 1) Lack of available and experienced contractors interested in small projects.
 - Southfair continues to seek contractors to work on projects of this size. They have interviewed several contractors to work with in the future.
- 2) Platting and utility requirements.
 - Platting was required to divide a large lot into two smaller lots and correct several encroachments.

To ensure performance on the contract for the next year, the City's agreement will contain the following thresholds. City staff has informed Southfair of the monitor requirements.

- a) Monthly reports submitted by developer to provide updates on the status of the project on construction, next steps, and expected completion.
- b) Private financing available no later than October 30, 2017.
- c) Start construction on two homes no later than November 30, 2017.
- d) Continue the start of construction for two homes every 90 days.
- e) Close on the homebuyer sales within 30 days of completion of construction.
- f) Expend funding on a monthly basis with final draw submitted by August 1, 2018.

g) Report delays immediately within one week to City staff.

Should you have any question, please contact me at 214-671-5257.



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SUBJECT Upcoming Agenda Item – Southfair Community Development Corporation Townhomes Project

In June 2017, Southfair Community Development Corporation (Southfair) requested an amendment to its existing HOME Investment Partnership Program contract approved on April 22, 2015 in the amount of \$290,000 for construction of 4 townhomes to extend the loan agreement from June 22, 2017 to June 22, 2018.

Total Development Cost	\$754,330
City HOME	\$290,000
Private Financing	\$464,330

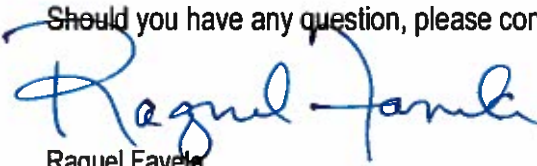
Construction of the townhomes is underway and approximately 40% complete. The developer indicated several situations have contributed to delays in completion of the four units, including

- 1) Lack of available and experienced contractors interested in small projects.
 - Southfair continues to seek contractors to work on projects of this size. They have interviewed several contractors to work with in the future.
- 2) Underground utility upgrades.
 - Infill lots require utility upgrades when located in older neighborhoods. The planning and construction cause significant delays in the timeline.

This contract extension is recommended based on a one-year construction and sales schedule provided by Southfair Community Development Corporation. To ensure performance on the contract for the next year, the City's agreement will contain the following thresholds. The developer has been informed of the monitoring.

- a) Monthly reports submitted by developer to provide updates on the status of the project on construction, next steps, and expected completion.
- b) Close on the homebuyer sales within 30 days of completion of construction.
- c) Expend funding on a monthly basis with final draw submitted by May 15, 2018.
- d) Report delays immediately within one week to City staff.

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SUBJECT Upcoming Agenda Item – Builders of Hope Creekside Project

In June 2017, Builders of Hope CDC (BOH) requested an amendment to its existing contract approved on May 27, 2015 to decrease the number of units from 10 to 9 units; to decrease the amount of HOME Investment Partnership funds from \$225,000 to \$202,500; and to extend the loan agreement from May 31, 2017 to May 31, 2018. The project is a collaboration between BOH and the Texas State Affordable Housing Corporation (TSAHC).

Total Development Cost	\$1,450,000
City HOME	\$ 202,500
Private Financing	\$1,247,500

*TSAHC Land lease to BOH until sale to an eligible homebuyer.

The developer indicated that several situations have contributed to delays with contract completion, including

- 1) Two incidents of change in executive staff in the past three years.
 - BOH obtained a new Executive Director in May 2017.
- 2) Contract negotiations for the lease of land, fees, costs and other TSAHC concerns.
 - Negotiations were completed in mid-2016 and again in June 2017.
- 3) Lack of available and willing contractors to take on small projects.
 - BOH continues to seek out new contractors to take on projects of this size. Several builders are now under contract with BOH.

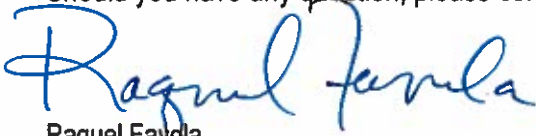
To-date, BOH completed construction and sales for 8 of the 10 owner occupied units to be built under the contract. Construction for the final home under the contract will start in August 2017 and be completed in November. Sales will be completed by May 2018.

To ensure performance on the contract for the next year, the City's agreement will contain the following thresholds. City staff has informed BOH of the monitoring requirements.

- a) Monthly reports submitted by developer to provide updates on the status of the project on construction, next steps, and expected completion.
- b) Private financing available no later than September 30, 2017.
- c) Start construction on the final home no later than October 31, 2017.

- d) Close on the home within 30 days of completion of construction.
- e) All homebuyer sales completed by April 2018.
- f) Expend funding on a monthly basis with final draw submitted by May 1, 2018.
- g) Report delays immediately within one week to City staff.
- h) Staff will continue to monitor daily operations for developer capacity.

Should you have any question, please contact me at 214-671-5257.



Raquel Favela
Chief of Economic Development and Neighborhood Services

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| <p>c: The Honorable Mayor and the Members of City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizar Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager</p> | <p>Jon Fortune, Assistant City Manager
Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors</p> |
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