

MINUTES OF THE CITY COUNCIL COMMITTEE  
TUESDAY, JANUARY 9, 2024

24-0013

ECONOMIC DEVELOPMENT COMMITTEE  
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE  
MAYOR PRO TEM TENNELL ATKINS, PRESIDING

PRESENT: [7] Atkins, Narvaez (\*\*1:09 p.m.), \*West, Arnold (\*\*1:40 p.m.), \*Bazaldua (\*\*1:10 p.m.), Stewart, Ridley

ABSENT: [0]

The meeting was called to order at 1:03 p.m. with a quorum of the committee present.

The meeting agenda, posted in accordance with Chapter 551, "OPEN MEETINGS," of the Texas Government Code, was presented.

After all business properly brought before the committee had been considered, the meeting adjourned at 2:42 p.m.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
City Secretary Staff

\_\_\_\_\_  
Date Approved

The agenda is attached to the minutes of this meeting as EXHIBIT A.

The actions taken on each matter considered by the committee are attached to the minutes of this meeting as EXHIBIT B.

The briefing materials are attached to the minutes of this meeting as EXHIBIT C.

**\*Note: Members of the Committee participated in this meeting by video conference.**

**\*\* Note: Indicates arrival time after meeting called to order/reconvened.**

MINUTES OF THE CITY COUNCIL COMMITTEE  
TUESDAY, JANUARY 9, 2024

EXHIBIT A

**RECEIVED**

**2024 JAN -5 AM 10:43**

**CITY SECRETARY  
DALLAS, TEXAS**

**City of Dallas**

*1500 Marilla Street,  
Council Chambers, 6th Floor  
Dallas, Texas 75201*

**Public Notice**

**2 4 0 0 1 8**

**POSTED** CITY SECRETARY  
DALLAS, TX



**Economic Development Committee**

**January 9, 2024**

**1:00 PM**

## 2023 CITY COUNCIL APPOINTMENTS

<b>COUNCIL COMMITTEE</b>	
<b>ECONOMIC DEVELOPMENT</b> Atkins (C), Narvaez (VC), Arnold, Bazaldua, Ridley, Stewart, West	<b>GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT</b> West (C), Blackmon (VC), Mendelsohn, Moreno, Resendez
<b>HOUSING AND HOMELESSNESS SOLUTIONS</b> Moreno (C), Mendelsohn (VC), Gracey, West, Willis	<b>PARKS, TRAILS, AND THE ENVIRONMENT</b> Stewart (C), Moreno (VC), Arnold, Bazaldua, Blackmon, Narvaez, West
<b>PUBLIC SAFETY</b> Mendelsohn (C), Stewart (VC), Atkins, Moreno, Willis	<b>QUALITY OF LIFE, ARTS, AND CULTURE</b> Bazaldua (C), Resendez (VC), Blackmon, Gracey, Ridley, Schultz, Willis
<b>TRANSPORTATION AND INFRASTRUCTURE</b> Narvaez (C), Gracey (VC), Atkins, Mendelsohn, Resendez, Schultz, Stewart	<b>WORKFORCE, EDUCATION, AND EQUITY</b> Schultz (C), Arnold (VC), Bazaldua, Blackmon, Resendez, Ridley, Willis
<b>AD HOC COMMITTEE ON ADMINISTRATIVE AFFAIRS</b> Atkins (C), Mendelsohn, Moreno,	<b>AD HOC COMMITTEE ON GENERAL INVESTIGATING AND ETHICS</b> Mendelsohn (C), Gracey, Johnson, Schultz, Stewart
<b>AD HOC COMMITTEE ON JUDICIAL NOMINATIONS</b> Ridley (C), Resendez, West	<b>AD HOC COMMITTEE ON LEGISLATIVE AFFAIRS</b> Mendelsohn (C), Atkins, Gracey, Narvaez, Stewart
<b>AD HOC COMMITTEE ON PENSIONS</b> Atkins (C), Blackmon, Mendelsohn, Moreno, Resendez, Stewart, West, Willis	<b>AD HOC COMMITTEE ON PROFESSIONAL SPORTS RECRUITMENT AND RETENTION</b> Gracey (C), Blackmon, Johnson, Moreno, Narvaez, Resendez, Schultz

(C) – Chair, (VC) – Vice Chair

Note: A quorum of the Dallas City Council may attend this Council Committee meeting.

## General Information

The Dallas Council Committees regularly meet on Mondays beginning at 9:00 a.m. and 1:00 p.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council Committee agenda meetings are broadcast live on [bit.ly/cityofdallastv](http://bit.ly/cityofdallastv) and on Time Warner City Cable Channel 16.

Sign interpreters are available upon request with a 48-hour advance notice by calling (214) 670-5208 V/TDD. The City of Dallas is committed to compliance with the Americans with Disabilities Act. **The Council agenda is available in alternative formats upon request.**

If you have any questions about this agenda or comments or complaints about city services, call 311.

## Rules of Courtesy

City Council meetings bring together citizens of many varied interests and ideas. To insure fairness and orderly meetings, the Council has adopted rules of courtesy which apply to all members of the Council, administrative staff, news media, citizens and visitors. These procedures provide:

- That no one shall delay or interrupt the proceedings, or refuse to obey the orders of the presiding officer.
- All persons should refrain from private conversation, eating, drinking and smoking while in the Council Chamber.
- Posters or placards must remain outside the Council Chamber.
- No cellular phones or audible beepers allowed in Council Chamber while City Council is in session.

"Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session of the City Council. If the presiding officer fails to act, any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act." Section 3.3(c) of the City Council Rules of Procedure.

## Información General

Los Comités del Concejo de la Ciudad de Dallas se reúnen regularmente los lunes en la Cámara del consejo en el sexto piso del Ayuntamiento, 1500 Marilla, a partir de las 9:00 a.m. y la 1:00 p.m. Las reuniones de la agenda del Comité del Consejo se transmiten en vivo por la estación de [bit.ly/cityofdallastv](http://bit.ly/cityofdallastv) y por cablevisión en la estación *Time Warner City Cable Canal 16*.

Intérpretes para personas con impedimentos auditivos están disponibles si lo solicita con 48 horas de anticipación llamando al (214) 670-5208 (aparato auditivo V/TDD). La Ciudad de Dallas se esfuerza por cumplir con el decreto que protege a las personas con impedimentos, *Americans with Disabilities Act*. **La agenda del Ayuntamiento está disponible en formatos alternos si lo solicita.**

Si tiene preguntas sobre esta agenda, o si desea hacer comentarios o presentar quejas con respecto a servicios de la Ciudad, llame al 311.

## Reglas de Cortesía

Las asambleas del Ayuntamiento Municipal reúnen a ciudadanos de diversos intereses e ideologías. Para asegurar la imparcialidad y el orden durante las asambleas, el Ayuntamiento ha adoptado ciertas reglas de cortesía que aplican a todos los miembros del Ayuntamiento, al personal administrativo, personal de los medios de comunicación, a los ciudadanos, y a visitantes. Estos reglamentos establecen lo siguiente:

- Ninguna persona retrasará o interrumpirá los procedimientos, o se negará a obedecer las órdenes del oficial que preside la asamblea.
- Todas las personas deben abstenerse de entablar conversaciones, comer, beber y fumar dentro de la cámara del Ayuntamiento.
- Anuncios y pancartas deben permanecer fuera de la cámara del Ayuntamiento.
- No se permite usar teléfonos celulares o enlaces electrónicos (*paggers*) audibles en la cámara del Ayuntamiento durante audiencias del Ayuntamiento Municipal

"Los ciudadanos y visitantes presentes durante las asambleas del Ayuntamiento Municipal deben de obedecer las mismas reglas de comportamiento, decoro y buena conducta que se aplican a los miembros del Ayuntamiento Municipal. Cualquier persona que haga comentarios impertinentes, utilice vocabulario obsceno o difamatorio, o que al dirigirse al Ayuntamiento lo haga en forma escandalosa, o si causa disturbio durante la asamblea del Ayuntamiento Municipal, será expulsada de la cámara si el oficial que este presidiendo la asamblea así lo ordena. Además, se le prohibirá continuar participando en la audiencia ante el Ayuntamiento Municipal. Si el oficial que preside la asamblea no toma acción, cualquier otro miembro del Ayuntamiento Municipal puede tomar medidas para hacer cumplir las reglas establecidas, y el voto afirmativo de la mayoría del Ayuntamiento Municipal precisará al oficial que este presidiendo la sesión a tomar acción." Según la sección 3.3 (c) de las reglas de procedimientos del Ayuntamiento.

## **Handgun Prohibition Notice for Meetings of Governmental Entities**

"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."*

"Pursuant to Section 46.03, Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon into any open meeting on this property."

*"De conformidad con la Sección 46.03, Código Penal (coloca armas prohibidas), una persona no puede llevar un arma de fuego u otra arma a ninguna reunión abierta en esta propiedad."*

The City Council Economic Development Committee meeting will be held by videoconference and in the Council Chambers, 6th Floor at City Hall.

The public may attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person.

The following videoconference link is available to the public to listen to the meeting and Public Affairs and Outreach will also stream the City Council Economic Development Committee meeting on Spectrum Cable Channels 16 (English) and 95 (Spanish) and at [bit.ly/cityofdallastv](http://bit.ly/cityofdallastv).

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m55873294c3d7c9c1894fc7398206f61b>

### Call to Order

#### **MINUTES**

- A. [24-92](#) Approval of the December 4, 2023 Economic Development Committee Meeting Minutes

**Attachments:** [Minutes](#)

#### **BRIEFING ITEMS**

- B. [24-93](#) Development Services Technology and Metrics Update  
[Andrew Espinoza, Director/Chief Building Official, Development Services]

**Attachments:** [Presentation](#)

- C. [24-96](#) Economic Development Policy 2023 Update  
[Robin Bentley, Director, Office of Economic Development]

**Attachments:** [Presentation](#)

#### **BRIEFING MEMOS**

- D. [24-97](#) Quarterly Update on Incentives Awarded via Administrative Action  
[Robin Bentley, Director, Office of Economic Development]

**Attachments:** [Memorandum](#)

- E. [24-98](#) Update on South Dallas Investment Fund Grant - LaShell's Furniture and Décor (2454 W. Kiest Blvd.)  
[Joyce Williams, Director, Small Business Center]

**Attachments:** [Memorandum](#)

- F. [24-99](#) Update on American Rescue Plan Act grants - Small Business Assistance Microgrants  
[Joyce Williams, Director, Small Business Center]

**Attachments:** [Memorandum](#)

- G. [24-100](#) Economic Development Committee Proposed 2025 Legislative Priorities  
[Tennell Atkins, Chairman, Economic Development]

**Attachments:** [Memorandum](#)

**ADJOURNMENT**



**EXECUTIVE SESSION NOTICE**

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

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex Govt. Code §551.089]

MINUTES OF THE CITY COUNCIL COMMITTEE  
TUESDAY, JANUARY 9, 2024

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JANUARY 9, 2024

Item A: Approval of the December 4, 2023 Economic Development Committee Meeting Minutes

Councilmember Ridley moved to adopt the minutes as presented.

Motion seconded by Councilmember Stewart and unanimously adopted. (Narvaez, Arnold, Bazaldua absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JANUARY 9, 2024

BRIEFING ITEMS

Item B:           Development Services Technology and Metrics Update

The following individuals briefed the committee on the item:

- Andrew Espinoza, Director/Chief Building Official, Development Services;
- Nina Arias, Director, Human Resources;
- Vernon Young, Assistant Director, Development Services; and
- Majed Al-Gahfry, Assistant City Manager, City Manager's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JANUARY 9, 2024

BRIEFING ITEMS

Item C: Economic Development Policy 2023 Update

The following individuals briefed the committee on the item:

- Robin Bentley, Director, Office of Economic Development; and
- Heather Lepaska, Assistant Director, Economic Development

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

JANUARY 9, 2024

BRIEFING MEMOS

- Item D: Quarterly Update on Incentives Awarded via Administrative Action
- Item E: Update on South Dallas Investment Fund Grant - LaShell's Furniture and Décor (2454 W. Kiest Blvd.)
- Item F: Update on American Rescue Plan Act grants - Small Business Assistance Microgrants
- Item G: Economic Development Committee Proposed 2025 Legislative Priorities

The committee discussed the items.

MINUTES OF THE CITY COUNCIL COMMITTEE  
TUESDAY, JANUARY 9, 2024

EXHIBIT C



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 23-3102

**Item #:** C.

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Development Services Fee Updates  
[Andrew Espinoza, Director/Chief Building Official, Development Services]





**City of Dallas**

# **MGT Consulting of America, LLC Fee Study for Building Permit Fees for the Development Services Department**

**Economic Development  
Committee  
December 4, 2023**

Andrew Espinoza, Director/Chief  
Building Official  
Development Services  
City of Dallas

# Presentation Overview



- Background
- City Comparison
- Divisions
- Technology
- Study Findings
- Recommendations
- Next Steps



# Fee Study Background



- Goal 1: Improve departmental customer satisfaction and engagement by 75% by FY 2022/2023.
- Goal 2: Respond to all customer correspondence within one business in FY 2022/2023.
- Goal 3: Reduce new construction/remodel residential permitting turnaround times by 50% in FY 2022/2023.
- Goal 4: Implement and deploy additional specialized services and teams to reduce commercial permitting times by 25% by FY2022/2023.
- Goal 5: Finalize Statement of Work (SOW) and launch Dallas Now Project in FY 2025/2026.



# Fee Study Background



- DSD has not adjusted permitting fees since 2015
- Currently fees are in various Chapters of Building and Development Codes
- Contracted with MGT Consultants to perform DSD Fee Study
  - Completed in October of 2023
    - Building Inspections, Engineering, GIS, and Subdivision





# • CITY FEE COMPARISON

MGT project team worked with City staff to identify peer cities for comparison purposes. The cities used in the final comparison of the study were:

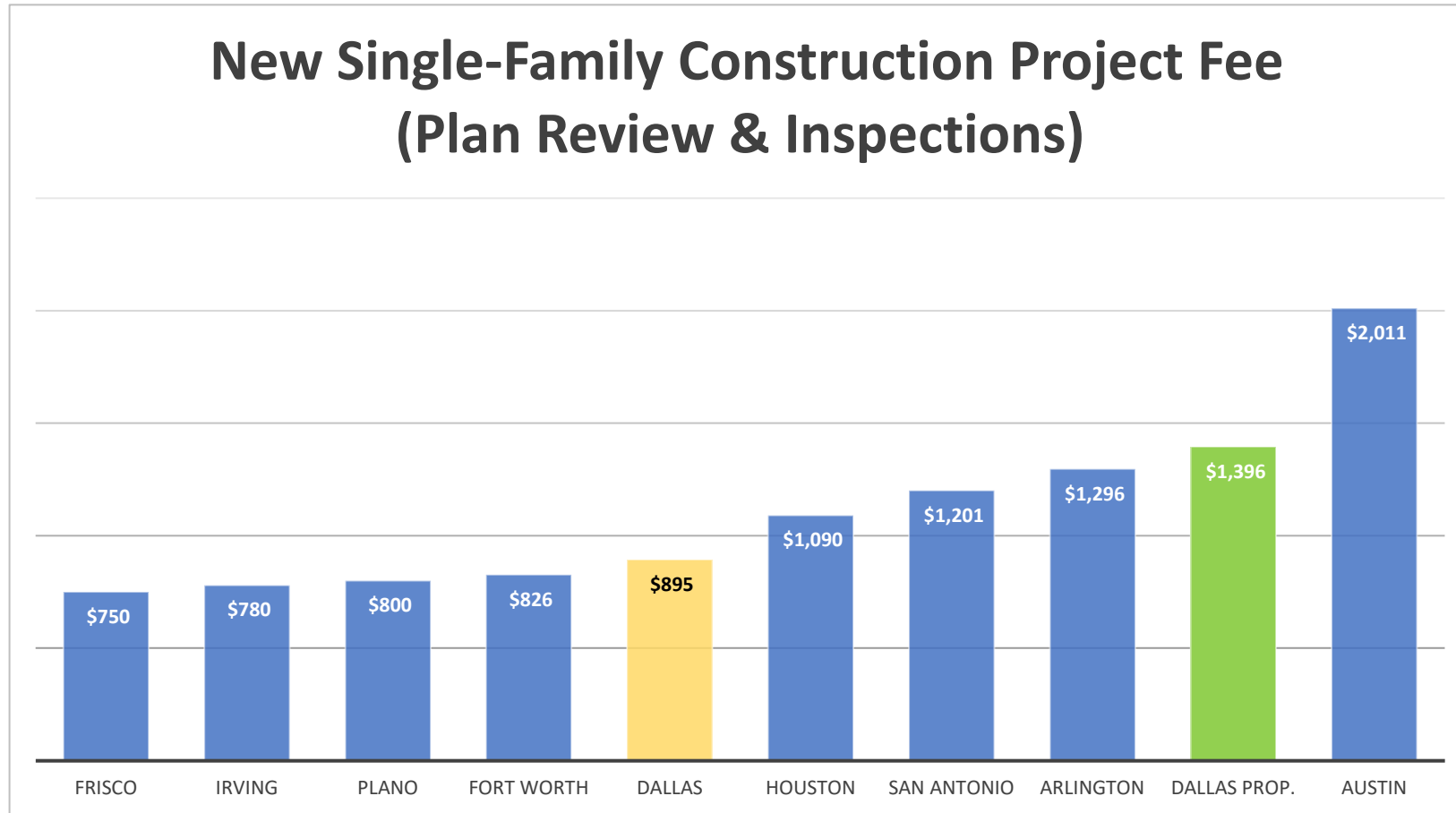
- City of Arlington, Texas
- City of Fort Worth, Texas
- City of Austin, Texas
- City of Frisco, Texas
- City of Houston, Texas
- City of Irving, Texas
- City of Plano, Texas
- City of San Antonio, Texas



# NEW SINGLE-FAMILY CONSTRUCTION



Graph 1: Fee Comparison:  
SINGLE-FAMILY CONSTRUCTION PROJECT  
Example Project Size: \$175,000 Valuation; 1,500 Square Feet



Current Fee  
Recommended Fee

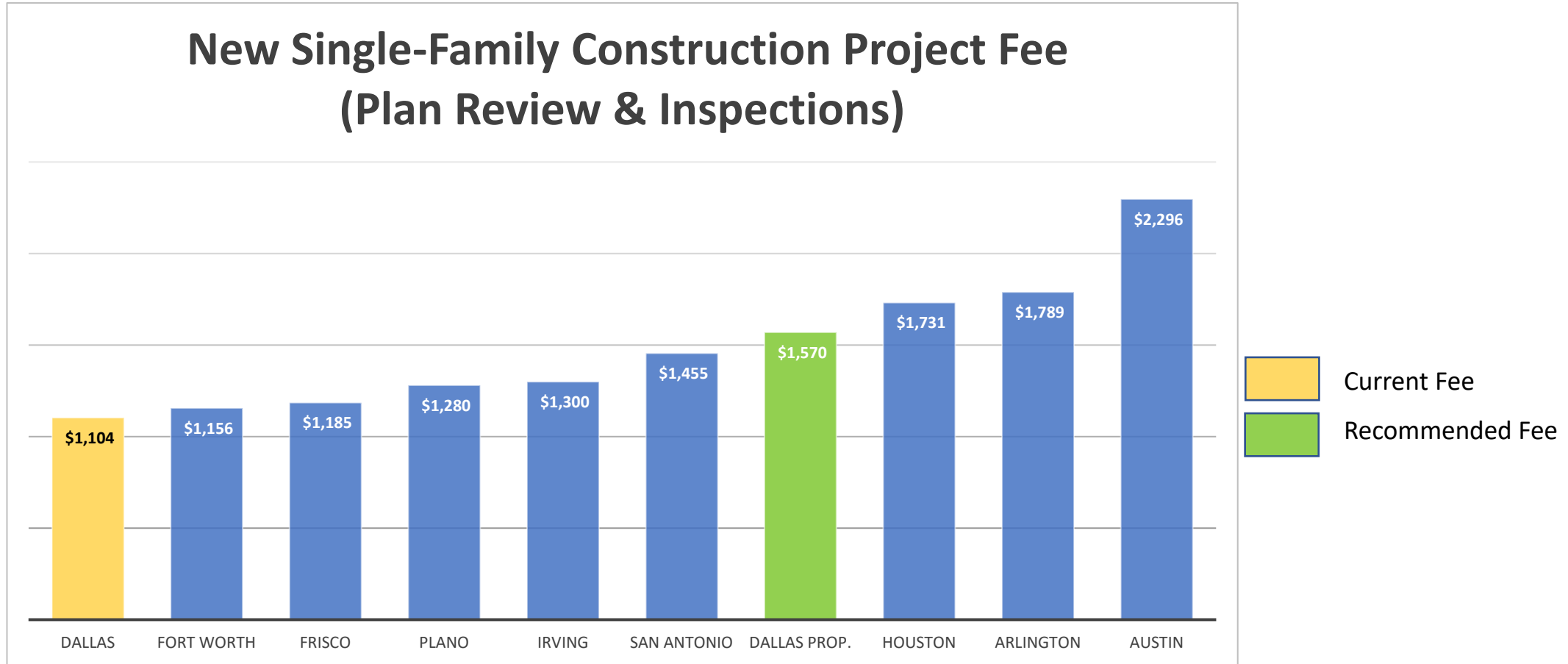
Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.



# NEW SINGLE-FAMILY CONSTRUCTION



Graph 2: Fee Comparison:  
SINGLE-FAMILY CONSTRUCTION PROJECT  
Example Project Size: \$225,000 Valuation; 2,500 Square Feet



Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.

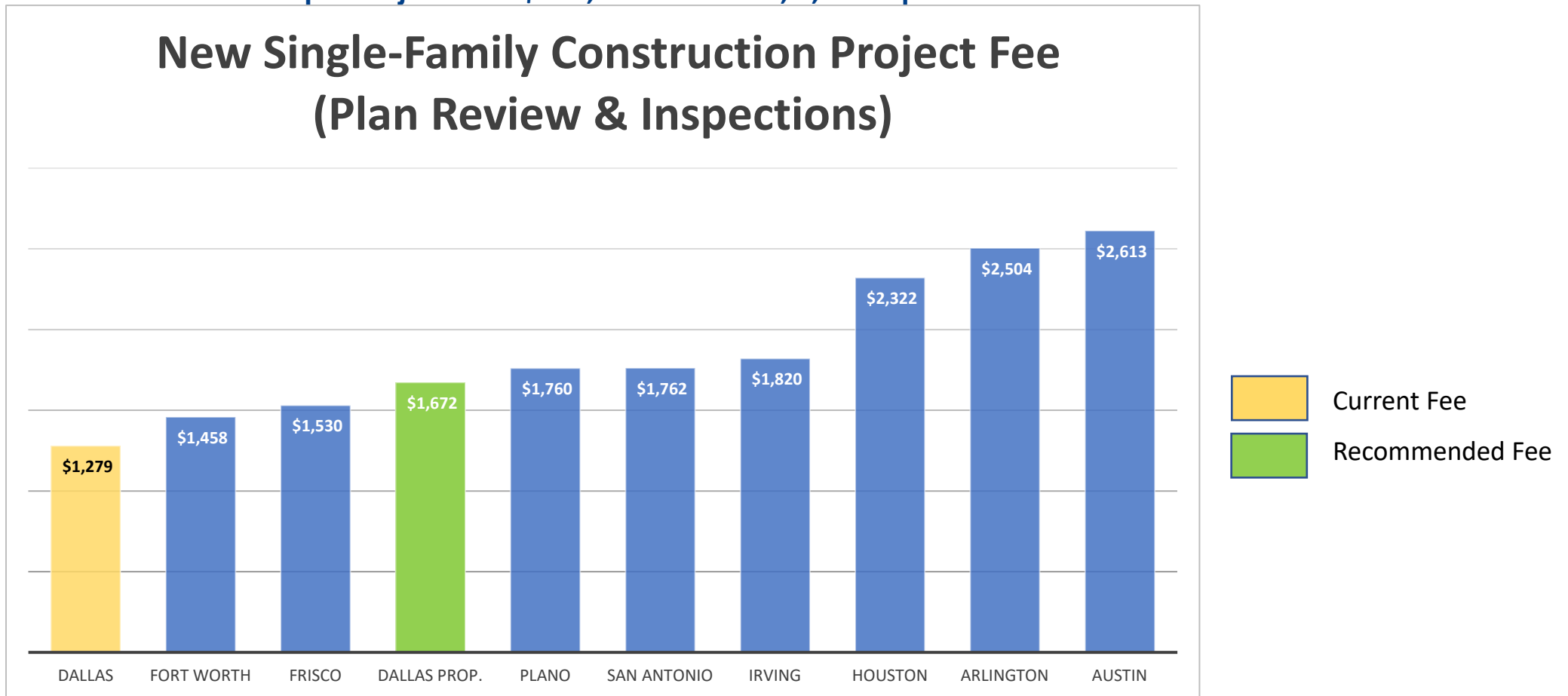




# NEW SINGLE-FAMILY CONSTRUCTION



Graph 3: Fee Comparison:  
SINGLE-FAMILY CONSTRUCTION PROJECT  
Example Project Size: \$375,000 Valuation; 3,500 Square Feet



Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.





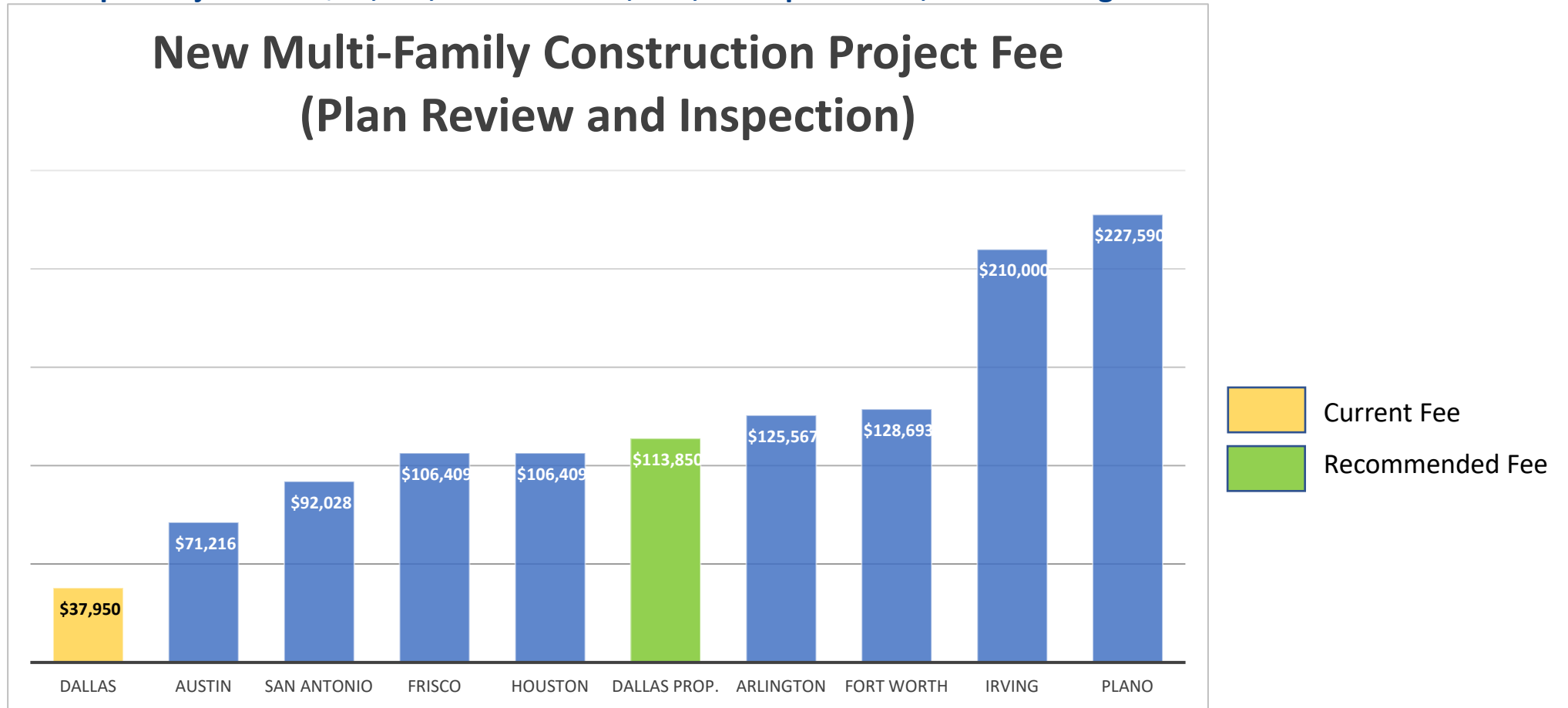
# MULTI-FAMILY CONSTRUCTION PROJECT



Graph 4: Fee Comparison:

## MULTI-FAMILY CONSTRUCTION PROJECT

Example Project Size: \$33,000,000 Valuation; 350,000 Square Feet; 150 Dwellings



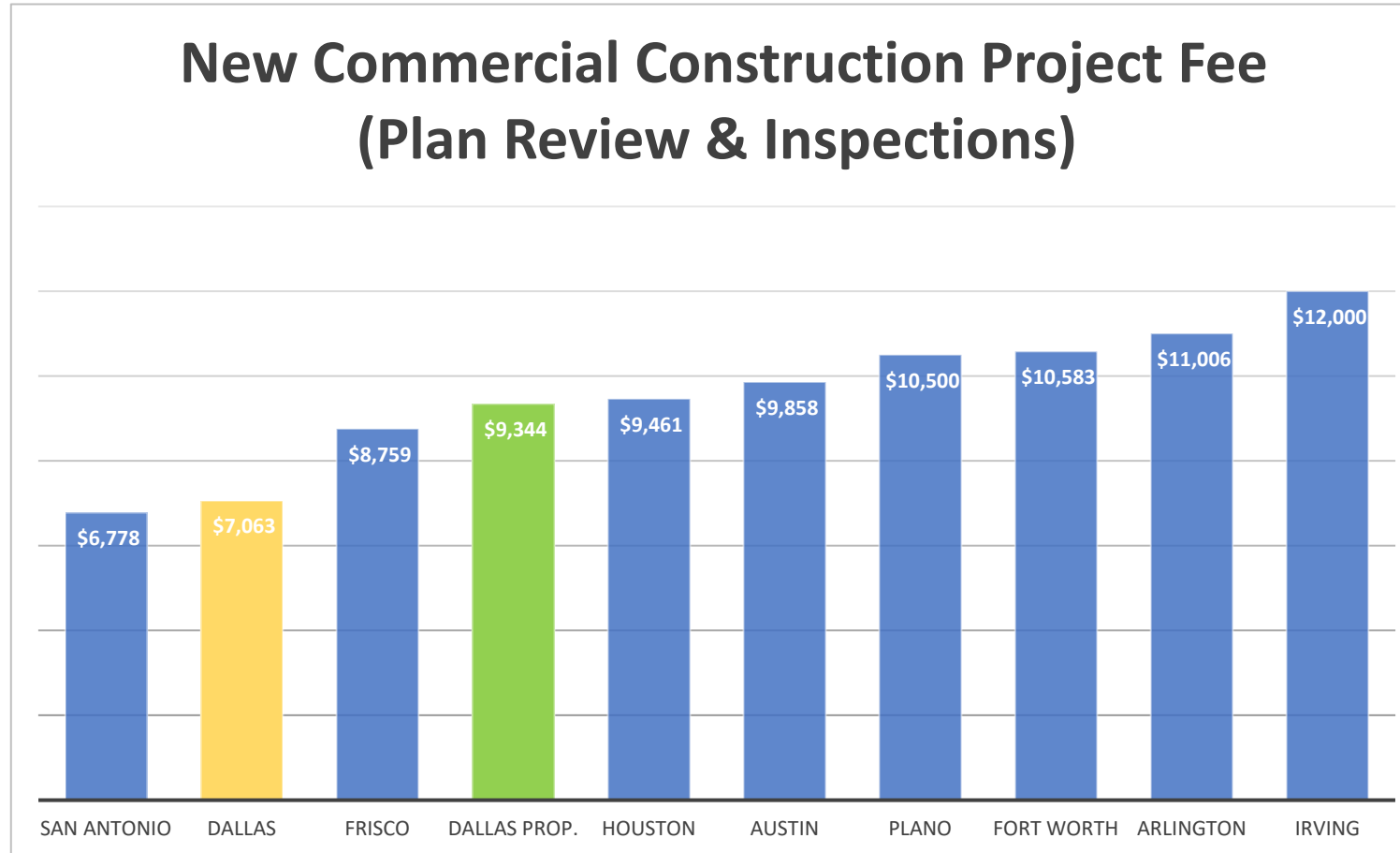
Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.



# New Commercial Construction - Retail



Graph 5: Fee Comparison:  
COMMERCIAL CONSTRUCTION PROJECT - RETAIL  
Example Project Size: \$2,000,000 Valuation; 20,000 Square Feet



Current Fee  
Recommended Fee

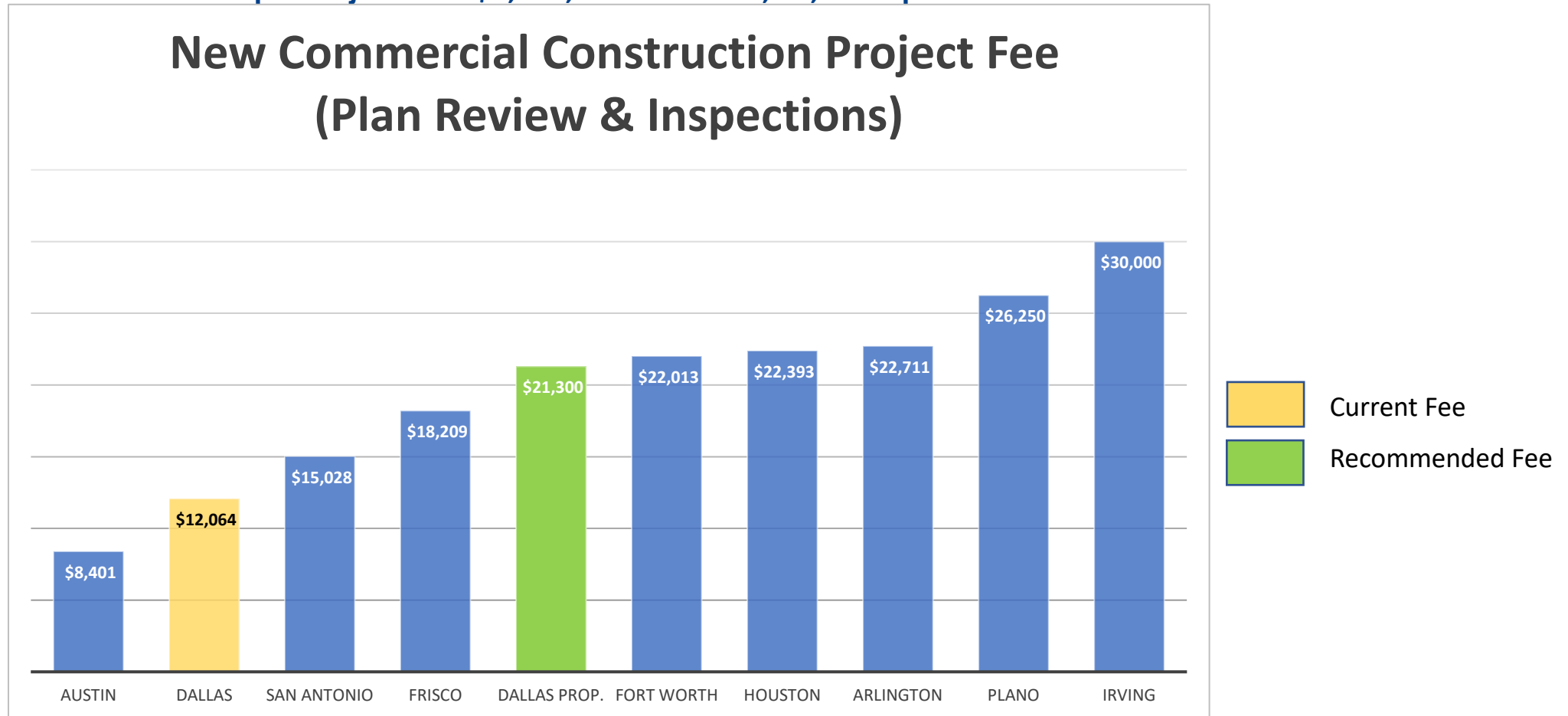
Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.



# New Commercial Construction - Office



Graph 6: Fee Comparison:  
COMMERCIAL CONSTRUCTION PROJECT - OFFICE  
Example Project Size: \$5,000,000 Valuation; 50,000 Square Feet



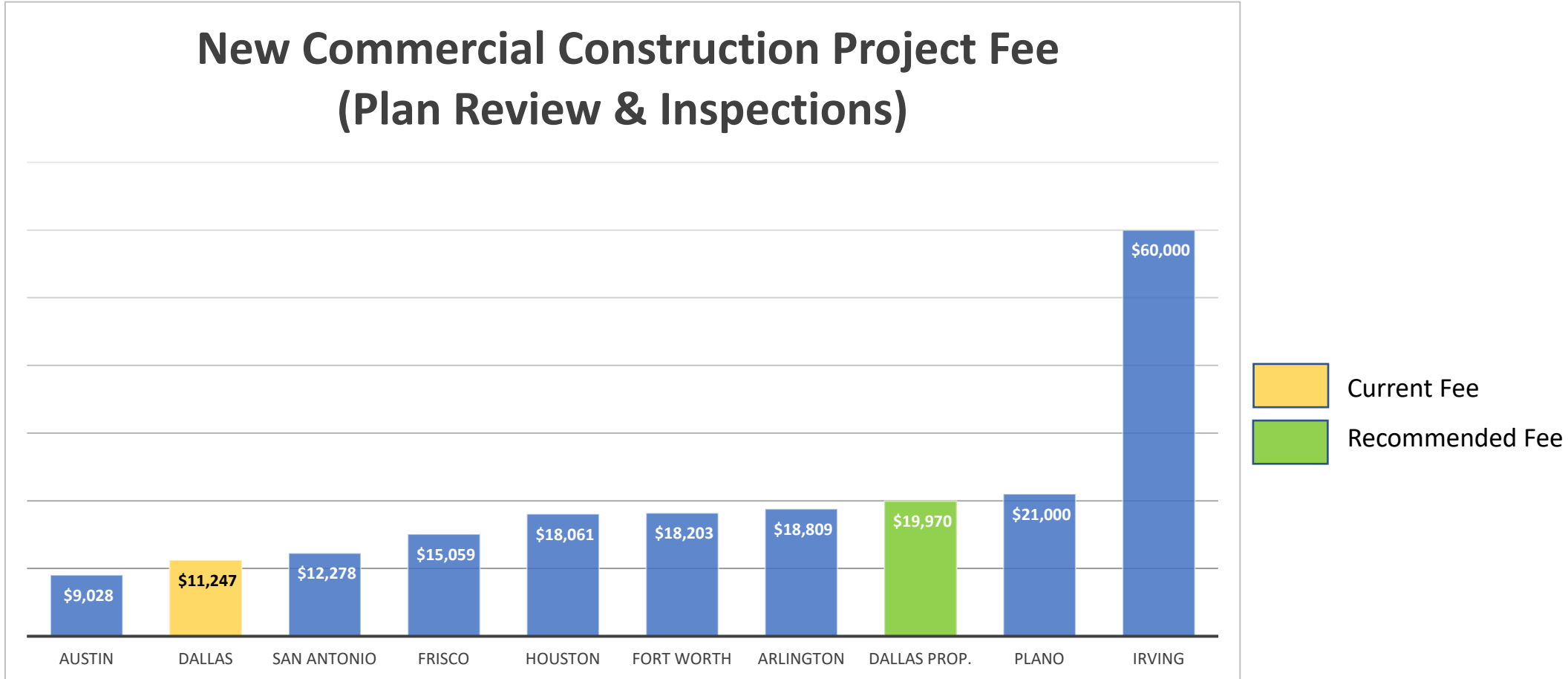
Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.



# New Commercial Construction - Warehouse



Graph 7: Fee Comparison:  
COMMERCIAL CONSTRUCTION PROJECT - WAREHOUSE  
Example Project Size: \$4,000,000 Valuation; 100,000 Square Feet



Note: Fees in graph are strictly for permitting, plan review, and inspection services. The City of Dallas does not charge utility impact fees as other Cities do.



# DIVISIONS



Division	Cost	Current Revenue	Current Subsidy
Inspections & Plan Review	\$41,623,673	\$24,227,138 (58%)	\$17,396,535 (42%)
Engineering	\$5,823,111	\$2,268,294 (61%)	\$3,554,818 (61%)
GIS	\$784,100	\$22,150 (3%)	\$763,950 (97%)
Subdivision	\$1,873,983	1,271,517 (68%)	\$602,466 (32%)
<b>Total</b>	<b>\$50,106,867</b>	<b>\$27,789,098 (55%)</b>	<b>\$22,317,769 (45%)*</b>

*\*Note: Subsidies have been compensated through the Development Enterprise Fund Reserves.*



# DIVISION – GIS



Current Costs				Recommendations		
	Annual Costs	Annual Revenue	Annual Subsidy	Annual Revenue	Increased Revenue	Subsidy
Total User Fees	\$786,100	\$22,150	\$763,950	\$786,100	\$763,950	\$0
% of Full Costs	-	3%	97%	100%	3449%	0%
Total Other Services	\$921,811	\$0	\$921,811	\$0	\$0	\$921,811
% of Full Costs	-	0%	100%	-	-	-
Department Totals	\$1,707,911	\$22,150	\$1,685,761	\$786,100	\$763,950	\$921,811
% of Full Costs	-	1%	99%	46%	3449%	54%



# DIVISION – BUILDING INSPECTIONS



Current Costs				Recommendations		
	Annual Costs	Annual Revenue	Annual Subsidy	Annual Revenue	Increased Revenue	Subsidy
Total User Fees	\$41,623,673	\$24,227,138	\$17,396,535	\$41,623,673	\$17,396,535	\$0
% of Full Costs	-	58%	42%	100%	72%	0%
Total Other Services	\$3,391,163	\$0	\$3,391,163	\$0	\$0	\$3,391,163
% of Full Costs	-	0%	100%	-	-	-
Department Totals	\$45,014,836	\$24,227,138	\$20,787,698	\$41,623,673	\$17,396,535	\$3,391,163
% of Full Costs	-	54%	46%	92%	72%	8%



# DIVISION – SUBDIVISION



Current Costs				Recommendations		
	Annual Costs	Annual Revenue	Annual Subsidy	Annual Revenue	Increased Revenue	Subsidy
Total User Fees	\$1,873,983	\$1,271,517	\$602,466	\$1,873,983	\$602,466	\$0
% of Full Costs	-	68%	32%	100%	47%	0%
Total Other Services	\$-43,237	\$0	\$-43,237	\$0	\$0	\$-43,237
% of Full Costs	-	0%	100%	-	-	-
Department Totals	\$1,830,746	\$1,271,517	\$559,229	\$1,873,983	\$602,466	\$-43,237
% of Full Costs	-	69%	31%	102%	47%	-2%





# DIVISION – ENGINEERING



Current Costs				Recommendations		
	Annual Costs	Annual Revenue	Annual Subsidy	Annual Revenue	Increased Revenue	Subsidy
Total User Fees	\$5,823,111	\$2,268,294	\$3,554,818	\$5,677,326	\$3,409,033	\$145,785
% of Full Costs	-	39%	61%	97%	150%	3%
Total Other Services	\$1,056,085	\$0	\$1,056,085	\$0	\$0	\$1,056,085
% of Full Costs	-	0%	100%	-	-	-
Department Totals	\$6,879,196	\$2,268,294	\$4,610,902	\$5,677,326	\$3,409,033	\$1,201,870
% of Full Costs	-	33%	67%	83%	150%	17%





- Currently DSD does not recoup costs associated with technology services and maintenance.
  - Current annual cost is \$7,166,370
  - Recommendation of \$15.00 technology fee added to each permit.
  - Other cities that charge technology fee include San Antonio, Austin and Fort Worth



# Findings



- DSD generates approximately \$28 million in revenue and has an approximate \$50 million operational user costs (based on FY2023/2024 Budget)
  - Current cost recovery 55% and subsidizing 45% of costs
  - MGT recommendations would result in approximately \$22 million of additional revenues
  - Result in 99.7% cost recovery rate
  - Approximately 40 service processes not being collected



# Findings/New Fees



Building Inspection	Current Fee	Proposed Fee
Conditional Approval Fee for Partial Permits (Processing Fee)	No Fee	\$250.00
Permit Extension (After Permit Issued)	No Fee	\$200.00
Inspection Scheduling Fee (Free Online)	No Fee	\$5.00
Temporary Residential Certificate of Occupancy	No Fee	\$250.00
Temporary Residential Certificate of Occupancy Extension	No Fee	\$125.00
Residential Certificate of Occupancy Move in Pending Full Certificate of Occupancy	No Fee	\$500.00
Technology Fee for all Permits	No Fee	\$15.00
Notary Fee	No Fee	\$5.00
Code Modification Requests (Alternate Means Methods)	No Fee	\$300.00
Resubmittals (After Permit has been issued all trades, excluding fire alarms/sprinklers)	No Fee	\$100/hr/trade
Revisions (To correct review denial comments) 1st revision is included in permit fee all others and trades (excluding fire alarm/sprinklers)	No Fee	\$100/hr/trade



# Findings/New Fees



Building Inspection	Current Fee	Proposed Fee
Any additional miscellaneous plan review	No Fee	\$100/hr/trade
Certificate of Occupancy for Dance Halls	No Fee	\$1,000.00
Certificate of Occupancy for Sexually Oriented Business	No Fee	\$1,000.00
Residential One-and-Two Family Dwellings (Scanning)	No Fee	\$15.00
All Minor Commercial Plan Review (Less than 10,000 square feet) (Scanning)	No Fee	\$25.00
Complex Commercial Plan Review (Over 10,000 square feet) (Scanning)	No Fee	\$50.00
Complex Commercial School Plan Review (Over 10,000 square feet) (Scanning)	No Fee	\$100.00
All Stand Alone Trade Plan Reviews (Scanning)	No Fee	\$25.00
All Site Plan Reviews (Scanning)	No Fee	\$25.00
Inspection Flat Rate for all CofO and Building Permits including Fire Inspections (Remodel, Finish Outs, Expansions, New Construction)	No Fee	\$125/Inspection
Work Without Permit Investigation Fee (In Addition to 2X Penalty)	No Fee	\$100/hr/trade (1hr min/trade)



# Findings/New Fees



GIS	Current Fee	Proposed Fee
Address Assignment/Reassignment for all Suites	No Fee	\$50 flat rate
Address Assignment/Reassignment for all Buildings on one site	No Fee	\$100 flat rate
Address Assignment/Reassignment for one-and-two family dwellings	No Fee	\$50 flat rate
Total Building Assignment/Reassignment 0-5	No Fee	\$100/building Flat Rate
Total Building Assignment/Reassignment 6-10	No Fee	\$75/building Flat Rate
Total Building Assignment/Reassignment 11 or More	No Fee	\$50/building Flat Rate

Arborist	Current Fee	Proposed Fee
Tree Survey Review	No Fee	\$100/hr
Tree Survey Inspection	No Fee	\$75/hr
Tree Removal Investigation	3,647.00	\$550 flat rate
Conservation Easement Review	No Fee	\$150/hr



# Findings/New Fees



Engineering	Current Fee	Proposed Fee
Floodplain Miscellaneous Review	No Fee	\$100 flat rate
Review Plats and Field Notes	No Fee	\$100/hr (1 hr min)
Traffic Impact Analysis (TIA) Initial Review	No Fee	\$1,000 Flat Rate
Traffic Impact Analysis (TIA) All Subsequent Reviews	No Fee	\$100/hr

Zoning	Current Fee	Proposed Fee
Parking Agreement Terminations	No Fee	\$100/hr (1hr min)
Parking Agreement Amendments	No Fee	\$100/hr (1hr min)
Access Easement Agreements	No Fee	\$100/hr (1hr min)
Legal Build Site Determinations	No Fee	\$100/hr (1hr min)
Licensing Verification Request from DPD	No Fee	\$50/hr (1hr min)
DSD Customer Consultations longer than 20 minutes all others	No Fee	\$100/hr (1hr min)
Research (For Other City Departments)/Service Request	No Fee	\$50/hr (1hr min)
Research Fee	No Fee	\$100/hr (1hr min)
Request for Zoning Interpretation	No Fee	\$500 Flat Rate



# Recommendations



- Continue our outreach and customer notification
- Add the full cost recovery Fee Schedule Updates to Chapter 52
- Consolidate Permitting Fee Schedules all into Chapter 52
- Codify the requirements for ongoing Fee Study Schedule





# Next Steps



- Continue stakeholder outreach (December 2023)
- Partner with City Attorney and Draft Ordinance Update
- Provide City Council with Ordinance Update on December 13, 2023.
- Implement new Fee Schedule February 1, 2024



# Stakeholder Outreach



- Dallas Home Builders Association – Aug 3<sup>rd</sup> & Oct 17<sup>th</sup>
- Development Advisory Committee – Aug 25<sup>th</sup> & Oct 20<sup>th</sup>
- Texas Real Estate Council – Oct 5<sup>th</sup>
- Third Party Plan Review Vendors- Oct 23<sup>rd</sup>
- Construction Contractors Association - Oct 25<sup>th</sup>
- Dallas Independent School District – Nov 1<sup>st</sup>
- Rescom Fire Contractors – Nov 3<sup>rd</sup>
- Building Owners and Managers Association – Nov 9<sup>th</sup>
- Fire Contractors Association - Nov 13<sup>th</sup>
- Professional Engineering Community – Nov 16<sup>th</sup>
- Professional Surveying Community – Nov 16<sup>th</sup>
- National Fire Sprinkler Association – Nov 28<sup>th</sup>





**City of Dallas**

# **MGT Consulting of America, LLC Fee Study for Building Permit Fees for the Development Services Department**

**Economic Development  
Committee  
December 4, 2023**

Andrew Espinoza, Director/Chief  
Building Official  
Development Services  
City of Dallas



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 23-3103

**Item #:** D.

---

Update on investment and affordable housing financing goals by the Dallas Housing Opportunity Fund, an affordable housing fund

[Robin Bentley, Director, Office of Economic Development]

[George Ashton, Managing Director, Local Initiatives Support Corporation Strategic Investments]

# Memorandum



CITY OF DALLAS

DATE 12/04/2023

TO Honorable Mayor Pro Tem Atkins, Vice Chair Omar Narvaez, Carolyn King Arnold, Adam Bazaldua, Paul Ridley, Kathy Stewart, Chad West

SUBJECT **Dallas Housing Opportunity Fund – Progress Update**

On December 8, 2021, Dallas City council approved Resolution No. 21-1973, authorizing a Chapter 380 Economic Development Grant Agreement (“Agreement”) with Dallas Housing Opportunity Fund (“DHO”) to support the development of affordable housing within the City of Dallas. Local Incentives Support Corporation Fund (LISC) Fund Management, LLC is the sole managing member of DHO and manages, implements, and administers the fund.

The DHO is a targeted investment fund with a minimum fund size of at least \$46 million, of which at least \$40 million is to be raised by the DHO from private philanthropic donors as a deliverable of the Agreement on or before December 31, 2026. The remaining \$6 million was provided by the City of Dallas in the form of a Chapter 380 Economic Development Conditional Grant and secured by a promissory note. Under the Agreement, DHO shall create or retain a minimum of 1500 housing units for households earning at or below 120% of the area median income of the City of Dallas, with the first 100 to be created on or before December 31, 2025, and all to be created by the end of 2031.

Provided that DHO complies with all obligations contained in the Agreement, the principal amount of the Promissory Note will be forgiven in 1/15 increments (\$400,000) as each 100 affordable housing units are produced and verified by the Director.

During the obligatory period of the contract, LISC is required to submit written status reports to the Director of OED. This presentation to the Economic Development Committee serves as the required annual report for 2023.



Majed A. Al-Ghafry, P.E.  
Assistant City Manager

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

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



# Dallas Housing Opportunity Fund

Dallas Housing Opportunity Fund  
Progress update to the City of Dallas

December 4, 2023

Presented by George Ashton,  
President of LISC Fund Management

# Disclaimer

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## AN INVESTMENT IN A FUND ENTAILS A HIGH DEGREE OF RISK, INCLUDING THE RISK OF LOSS.

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# LISC Strategic Investments - Leadership



**GEORGE ASHTON**

MANAGING DIRECTOR



**CATHERINE CARLSTEDT**

SENIOR DIRECTOR OF MARKETING



**TIFFANY DURR**

SENIOR DIRECTOR OF FUND INVESTMENTS



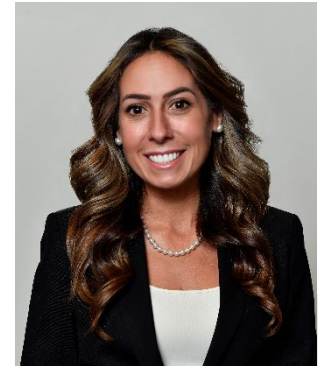
**JAIME AVERY**

SENIOR DIRECTOR OF FUND PERFORMANCE & MEASUREMENT



**OKOMBOLI ONG'ONG'A**

SENIOR DIRECTOR OF FUND MODELING & DESIGN



**MICHELLE SPIVAK**

SENIOR DIRECTOR OF BUSINESS DEVELOPMENT



# TREC Community Investors - Leadership



**LINDA  
McMAHON**

PRESIDENT & CEO



**SUMMER  
LOVELAND**

CFO



**FELICIA  
PIERSON**

SENIOR DIRECTOR  
COMMUNITY  
INVESTMENT



**KAWANISE  
MIMS**

COMMUNITY  
INVESTMENT  
MANAGER



**AMY  
STOVALL**

SENIOR DIRECTOR  
OF MEMBERSHIP,  
ENGAGEMENT, AND  
COMMUNICATIONS



**NEBIAT  
WODERE**

CONTROLLER

# Dallas Housing Opportunity Fund

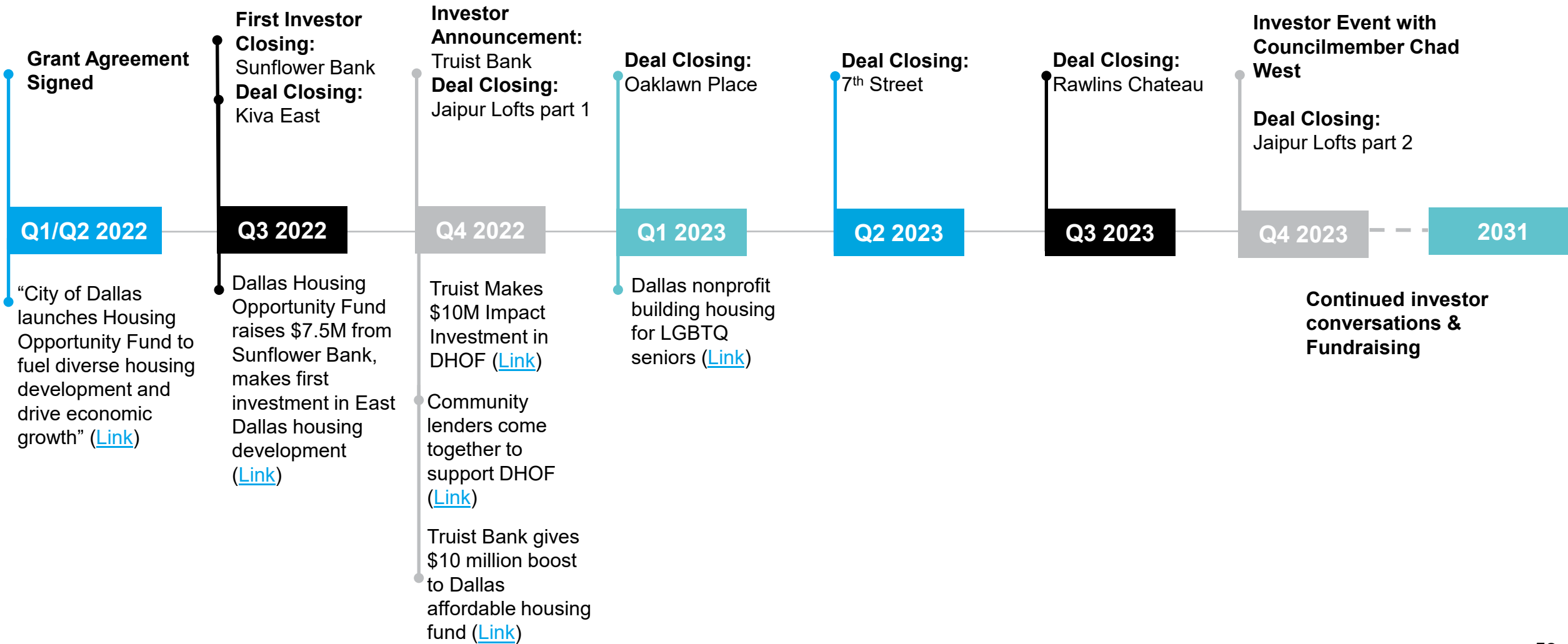
LISC is partnering with TREC Community Investors and the City of Dallas to form a mission-oriented Affordable Housing Fund

## About the Dallas Housing Opportunity Fund (DHOF):

- 1) The Fund is seeded by \$6MM from the City of Dallas
- 2) The Fund seeks to support at least 1,500 affordable housing units by 2031
- 3) Eligibility:
  - a) 50% of the units at or below 120% AMI (project level)
  - b) 51% of the units at or below 80% AMI (Fund level)
- 4) Focus on preservation and new construction
  - a) Mixed-income housing
  - b) Areas of high opportunity

Mission-oriented investment vehicle set up for charitable purposes and the charitable purpose is intended to take priority over the maximizing of profits should a conflict between the two arise.

# Progress since City Council Approval



# City of Dallas' \$6MM is already being put to work for the community

- ✓ Grant agreement signed on January 10, 2022
- ✓ Received \$6MM from the City on June 22, 2022
- ✓ All dollars are at work in the community



**Mayor Johnson at the Kiva East Groundbreaking**  
12/6/2022



**Breaking Ground at Kiva East**  
12/6/2022



**DHOAF Affordable Housing Convening & Truist Bank \$10MM investment announcement**  
11/30/2022



**Kiva East construction is almost complete**  
10/2/2023

# DHOF fundraising

Minimum Goal:  
\$46MM



Per the Grant Agreement, DHOF needs to be \$46MM by Dec 31, 2026




Current status:  
**\$23.5MM**



**As of March 31, 2023, DHOF is a \$23.5MM Fund.**

Achieved in less than 1 year with 2.5+ years remaining.

## DHOF Investors:

1.  City of Dallas \$6MM grant (1/10/2022)
2.  Sunflower Bank \$7.5MM debt and equity (9/23/2022)
3. **TRUIST**  \$10MM debt (3/14/2023)

## Fundraising insights:

- **Currently in discussion with a dozen investors, two are in due diligence**
- **One of the biggest fundraising challenges has been the sharply rising interest rate environment**



# DHOF currently supports 280 units of affordable housing (<80% AMI)

## Kiva East



**Loan amount:** \$3.4MM  
**TDC:** \$25MM  
**Sponsor:** Saigebrook Developments

**Total Units:** 87 (71 units affordable at 30%, 50%, and 60% of AMI, and 16 units at market rate)

**Tuition-free, Montessori pre-school:** Offers a free pre-school for 40 students ([about Bezos academy](#)).

**Closed:** 9/15/2022

## Oaklawn Place



**Loan amount:** \$5.4MM  
**TDC:** \$30MM  
**Sponsor:** Resource Center, Matthews Southwest, Volunteers of America

**Total Units:** 84, seniors 55+ (21 at 30% AMI, 34 at 50% AMI, and 29 at 60% AMI)

**Services:** Seeks to prioritize the LGBTQ+ community. Transportation, adult education, health fairs, exercise classes, organized community programming  
**Closed:** 3/14/2023

## 7<sup>th</sup> Street



**Loan amount:** \$0.99MM  
**TDC:** \$1.134MM  
**Sponsor:** Exodus Development Group

**Total Units:** 6 (3 at 120% AMI)

**Impact:** Renovation of a multi-family development in the Bishop Arts District, a rapidly gentrifying area with increasing rental costs. Also supports an African American developer and property manager.

**Closed:** 5/31/2023

## Rawlins Chateau



**Loan amount:** \$6.1MM  
**TDC:** \$10.1MM  
**Sponsor:** Metrocare

**Total Units:** 54 (100% affordable below 120% AMI, 60% affordable below 100% AMI)

**Permanent Supported Housing:** 22 units reserved for formerly chronically homeless individuals with a disability. Service providers on site to support families with resources.

**Closed:** 8/18/2023

## Jaipur Lofts



**Loan amount:** \$5.5MM  
**TDC:** \$24.5MM  
**Sponsor:** O-SDA

**Total Units:** 71 (13 at 30% AMI, 26 at 50% AMI, 21 at 60% AMI, and 11 at 80% AMI)

**Impact:** Located in a rapidly gentrifying area within census tract where no tax credit housing has been developed within the past twenty years.

**Closed:** 10/31/2023

Totals:



**\$22MM**

in closed loans,



financing

**302 total units**

Administrator shall produce a minimum of 1,500 affordable housing units, with the first 100 units created on or before 12/31/25

# DHOF has a robust deal pipeline of \$60MM in financing requests

DHOF Pipeline							
Deal Name	Loan Amount	Status	Total Units	<80% AMI Affordable Units	<120% AMI Affordable Units	Neighborhood	Council Member
1 Kiva East	\$3,400,000	Closed	87	71	71	Old East Dallas	Jesse Moreno
2 Jaipur Lofts (Land loan)	\$5,700,000	Closed	71	71	71	East Dallas	Jesse Moreno
Jaipur Const/Perm Loan	\$5,500,000	Closed					
3 Oaklawn Place	\$5,420,000	Closed	84	84	84	Oaklawn	Jesse Moreno
4 7 <sup>th</sup> Street	\$955,000	Closed	6	3	3	Oak Cliff	Chad West
5 Deal 5	\$6,150,000	Pending	54	54	54	Oaklawn	Paul Ridley
6 Deal 6	\$1,700,000	Pending	15	10	15	West Dallas/La Bajada	Omar Narvaez
7 Deal 7	\$5,000,000	Pending	107	85	107	Ceder Crest	Carolyn King Arnold
8 Deal 8	\$5,000,000	Pending	252	0	252	Southern Dallas	Tennell Atkins
9 Deal 9	\$2,000,000	Pending	50	50	50	Fair Park	Adam Bazaldua
10 Deal 10	\$5,000,000	Pending	251	251	251	University Crossing	Paul Ridley
11 Deal 11	\$5,000,000	Pending	264	264	264		
12 Deal 12	\$5,000,000	Pending	280	280	280		
13 Deal 13	\$5,000,000	Pending	285	285	285		
14 Deal 14	\$5,000,000	Pending	160	100	100		

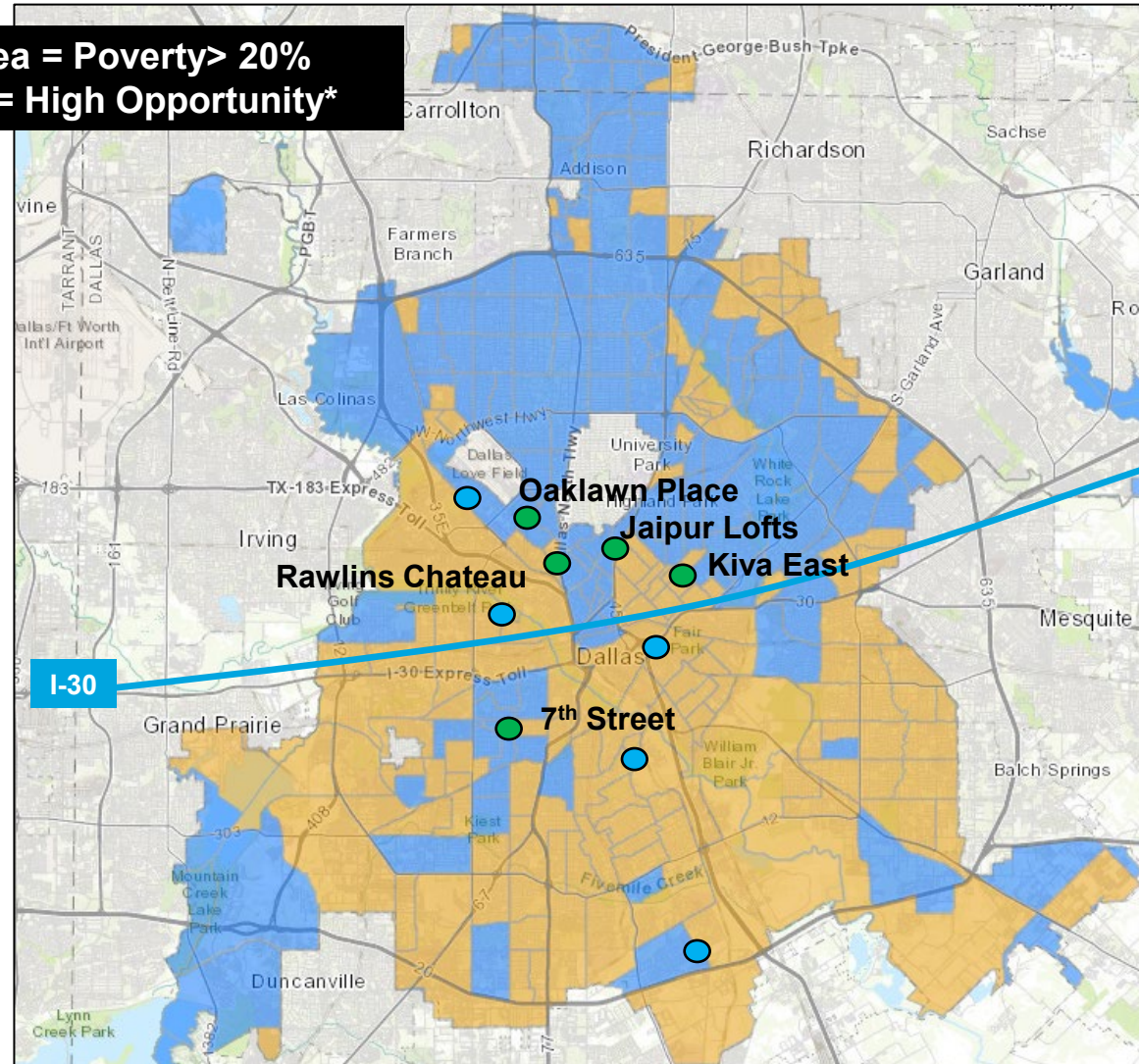
<b>Total Pipeline Amount</b>	<b>\$60,125,000</b>
<b>Total Projected Units</b>	<b>1,966</b>

**DHOF is on track to support 1,500 units of affordable housing**

# DHOF seeks deals in “Areas of High Opportunity” with low poverty

**Orange Area = Poverty > 20%**  
**Blue Area = High Opportunity\***

All five closed deals are within the City of Dallas’ high opportunity areas, supporting the City of Dallas’ goals for community development



**\*High opportunity areas within the City of Dallas where the census tract has poverty rates of 20% or below**

- Closed
- In Underwriting



## Challenges

- Supporting affordable **for-sale / single family** housing
  - Several impactful for-sale home deals with the typical 5-year affordability period (these deals are ineligible as they do not align with the DHOF-required 15 years)
- **Banking environment**
- **Rising interest rates** creating a larger gap between the Fund's concessionary rates and the market (LIBOR\* has increased from 0.60% on 1/4/22 to 5.45% on 1/3/23)
- **CRA RFP changes** (freeze on investments in Q2/Q3)



## Successes

- **Raised money quickly** from banking partners
  - \$15MM debt and \$2.5MM equity raised
- **Deploying capital quickly**
  - \$22MM in deals
- **Developer referrals**



# CONTACT

## GEORGE ASHTON

Managing Director

LISC Strategic Investments

1825 K Street Suite 1100  
Washington, DC 20008

202.739.9293  
[gashton@lisc.org](mailto:gashton@lisc.org)



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 23-3163

**Item #:** E.

---

Forward Dallas Update  
[Andrea Gilles, Assistant Director, Planning and Urban Design]

***FORWARD*DALLAS**  
**Update**

**Economic Development  
Committee  
December 4, 2023**



**City of Dallas**

Andrea Gilles, AICP, Director (i)  
Planning & Urban Design

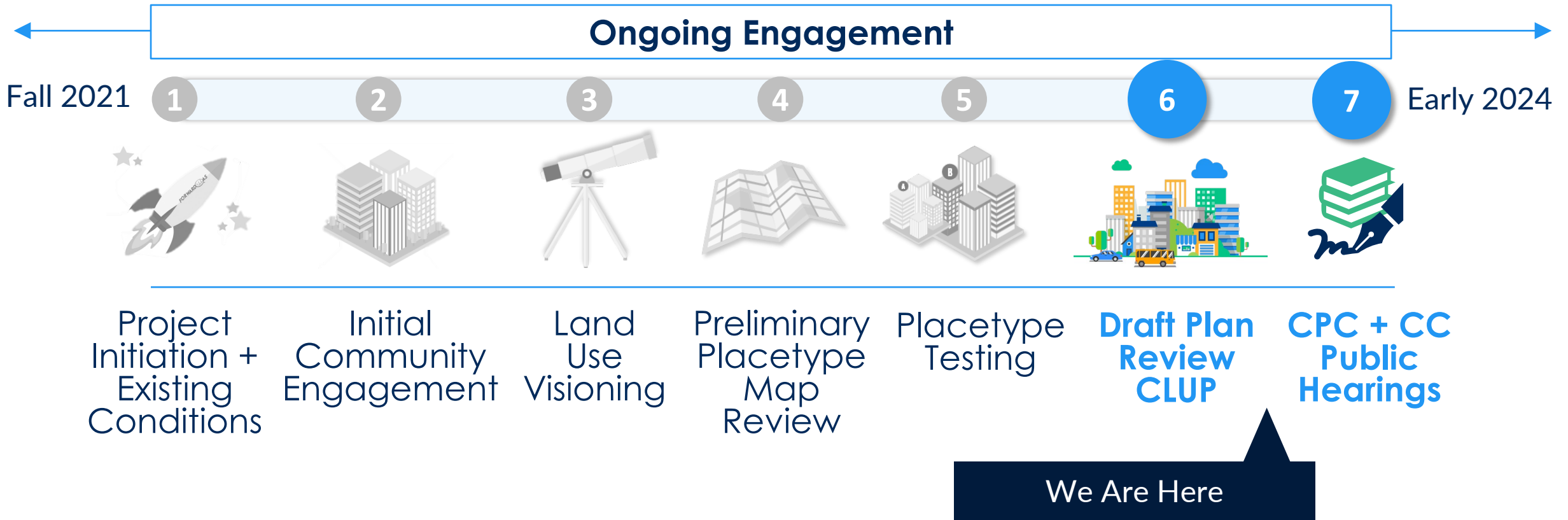
# Agenda



1. ForwardDallas Process
2. Community Engagement
3. Land Use Themes + Key Plan Components
4. Placetypes
5. What's Next



# Process





# Community Engagement



Community Themes



ECONOMIC DEVELOPMENT & REVITALIZATION  
 ENVIRONMENTAL QUALITY  
 DEVELOPMENT PROCESS & PLANNING  
**MOBILITY & CONNECTIVITY**  
 ENVIRONMENTAL JUSTICE  
 COMMUNITY DESIGN & COMPLETE NEIGHBORHOODS  
 HOUSING CHOICE & QUALITY  
 NEIGHBORHOOD STABILITY  
 QUALITY OF LIFE



20000+

Interactive Webmap Visits



1000+

In-Person Participants



7000+

Unique Online Users



1600+

Map Comments



200+

In-Person Events

As of Nov 2023





# Land Use Themes



Environmental Justice



Housing Accessibility



Economic Development + Revitalization



Transit Oriented Development + Connectivity



Urban Design





# Key Plan Components



A



Land Use Themes

**WHY?**

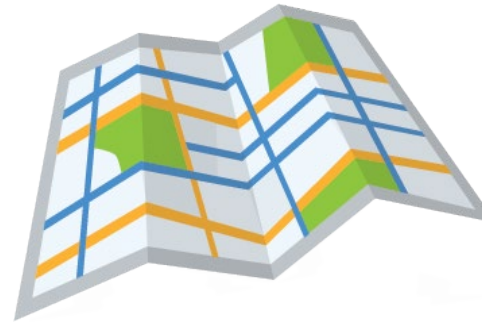
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Placetype Descriptions

**WHAT?**

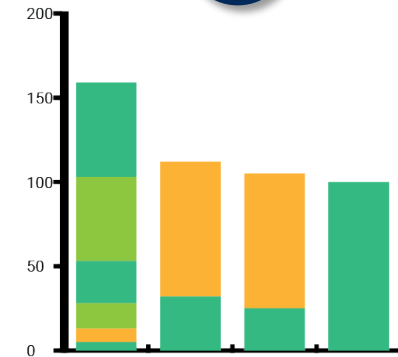
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Placetype Map

**WHERE?**

D



Implementation Plan

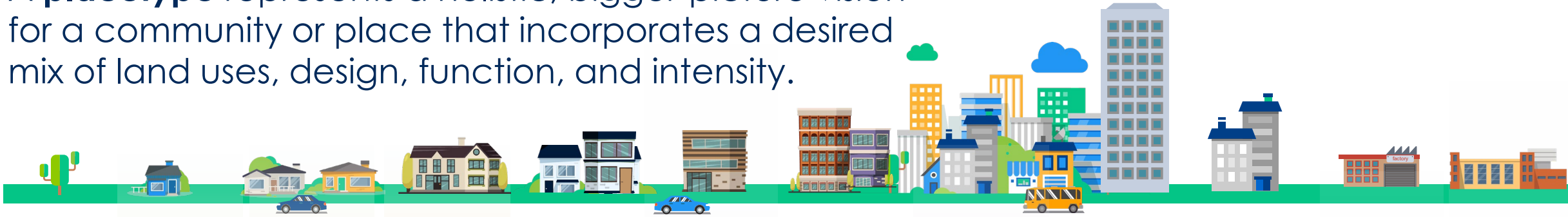
**HOW + WHEN + WHO?**





# Placetypes

A **placetype** represents a holistic, bigger-picture vision for a community or place that incorporates a desired mix of land uses, design, function, and intensity.



<b>REGIONAL OPEN SPACE</b>	<b>SMALL TOWN RESIDENTIAL</b>	<b>TRADITIONAL RESIDENTIAL</b>	<b>BLENDED RESIDENTIAL</b>	<b>CITY RESIDENTIAL</b>	<b>NEIGHBORHOOD / MIXED-USE</b>	<b>COMMUNITY MIXED-USE</b>	<b>REGIONAL / MIXED-USE</b>	<b>CITY CENTER</b>	<b>INSTITUTIONAL CAMPUS / SPECIAL PURPOSE</b>	<b>FLEX COMMERCIAL</b>	<b>INDUSTRIAL HUB</b>



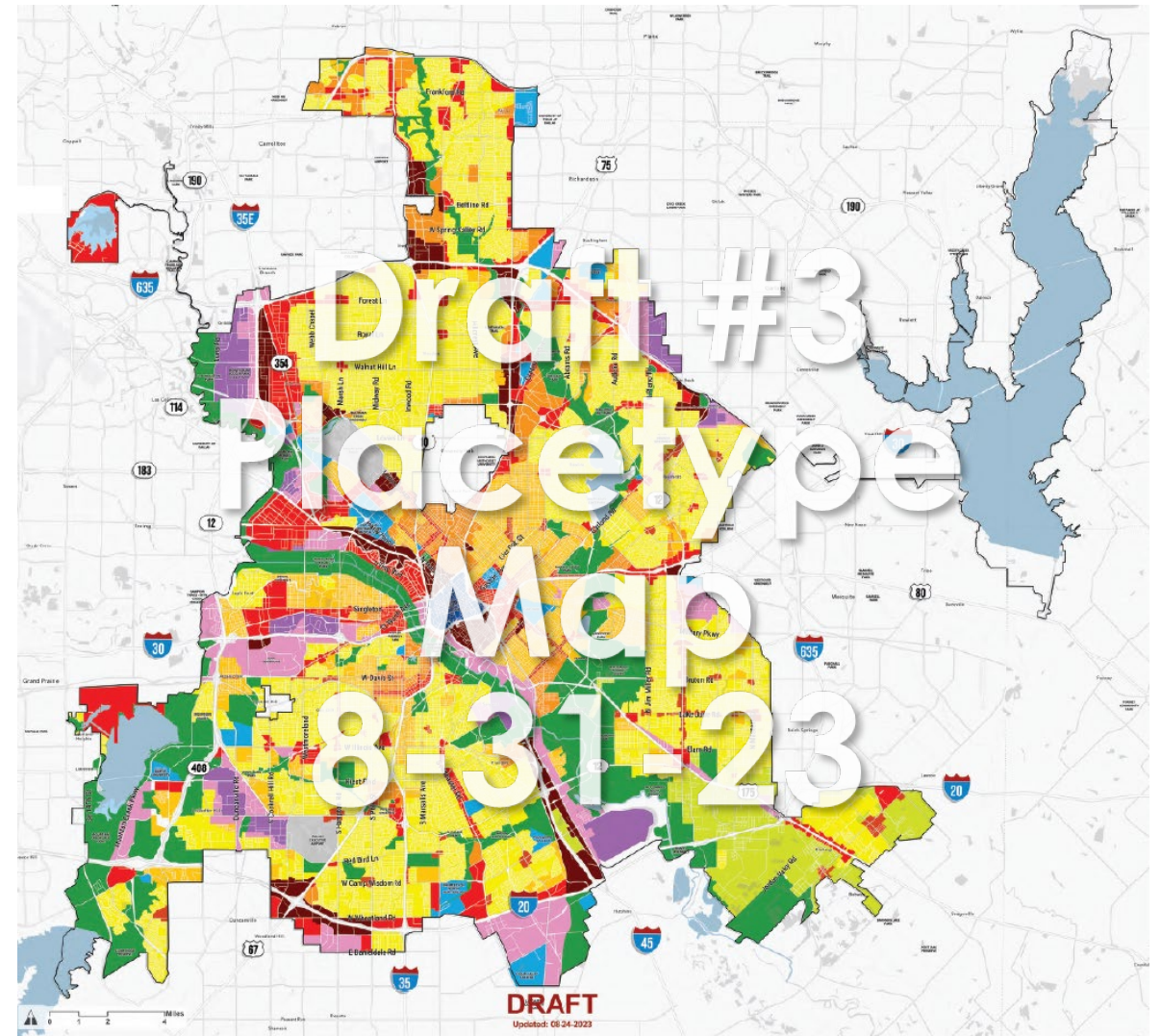


# Draft Placetype (future land use) Map



## Draft #3 ForwardDallas Citywide Placetype Map

- Regional Open Space
- Small Town Residential
- Traditional Residential**
- Blended Residential**
- City / Urban Residential
- Neighborhood Mixed Use
- Community Mixed Use
- Regional Mixed Use
- City Center / Urban Core
- Institutional Campus / Special Purpose
- Flex Commercial**
- Industrial Hub**





# What's Next

- **Dec 8, 2023:** Updated draft plan, incorporating Comprehensive Land Use Plan Committee (CLUP) + additional community comments
- **Dec 12, 2023:** CLUP review of updated draft and potential recommendation to City Plan Commission (CPC)
- **Jan 2024:** Alternative final CLUP review and recommendation to CPC
- **Jan/Feb - May 2024:** Review and public hearings with CPC
- **Jan/Feb 2024:** Briefing update to City Council
- **May/June 2024:** CPC recommendation to City Council
- **June 2024:** City Council review and public hearings





# ***FORWARD*DALLAS** **Update**

## **Economic Development Committee December 4, 2023**

Andrea Gilles, AICP, Director (i)  
Planning & Urban Design





# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 23-3104

**Item #:** F.

---

Discussion of Impact of Two-Four Unit Housing and Minimum Residential Lot Size Regulations on Housing Development Options  
[Andrea Gilles, Director, Planning & Urban Design, Andreea Udrea, Assistant Director, Planning & Urban Design]

# Memorandum



CITY OF DALLAS

DATE December 1, 2023

Honorable Members of the City Council Economic Development Committee: Tennell  
TO Atkins (Chair), Omar Narvaez (Vice Chair), Carolyn Arnold, Adam Bazaldua, Paul  
Ridley, Chad West, Kathy Stewart

SUBJECT **Discussion of Impact of Two-Four Unit Housing and Minimum Residential Lot Size  
Regulations on Housing Development Options**

An item entitled, "Discussion of Impact of Two-Four Unit Housing and Minimum Residential Lot Size Regulations on Housing Development Options," was scheduled to be presented to the Economic Development Committee on December 4, 2023. At the request of Mayor Eric Johnson, this item has been moved to the Housing and Homelessness Committee meeting scheduled on December 12, 2023. Should you have any questions, please contact me by email at [majed.al-ghafry@dallas.gov](mailto:majed.al-ghafry@dallas.gov).

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

Majed A. Al-Ghafry, P.E.  
Assistant City Manager

c: T.C. Broadnax, City Manager  
Tammy Palomino, \ City Attorney  
Mark Swann, City Auditor  
Billierae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager

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



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 23-3105

**Item #:** G.

---

Upcoming Agenda Item Regarding a New Markets Tax Credit Transaction for Park South YMCA  
(2500 Romine Ave., 75215)

[Heather Lepaska, Assistant Director, Office of Economic Development]



# Memorandum



CITY OF DALLAS

DATE December 1, 2023

Honorable Members of the City Council Economic Development Committee: Tennell Atkins (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Adam Bazaldua, Paul Ridley, Kathy Stewart, Chad West

SUBJECT **Upcoming Agenda Item Regarding a New Markets Tax Credit Transaction for Park South YMCA**

On January 10, 2024, the City Council will be asked to consider a resolution authorizing a New Markets Tax Credit (NMTC) transaction between the YMCA of Metropolitan Dallas, the Dallas Development Fund (DDF) and Capital One bank for the reconstruction of the Park South YMCA located at 2500 Romine Ave, 75215.

In 2009, the City of Dallas authorized the creation of DDF, a non-profit Community Development Entity (CDE) to apply for NMTC allocation from the U.S. Department of Treasury's Community Development Financial Institutions Fund and to manage awarded NMTC allocations. DDF was most recently awarded \$55 million in the 2021 allocation cycle, and previously has been awarded a total of \$185 million in allocation from the 2009, 2012 and 2014, 2017 cycles. DDF has closed \$191 million in allocation to date, with an additional \$10 million expected to close in December, 2023.

The NMTC program permits taxpayers to receive a credit against federal income taxes for making qualified equity investments in designated CDEs. These investments must be used by the CDE for projects and investments in low-income communities, as defined by the NMTC program, and serve as the subsidy to the project in the NMTC transaction. The credit provided to the investor totals 39 percent of the cost of the investment and is claimed over a 7-year credit allowance period.

On November 14, 2023, DDF considered and approved a NMTC transaction between DDF, Capital One, and YMCA of Metropolitan Dallas (YMCA). This NMTC allocation will use up to \$7 million of DDF's \$55 million NMTC allocation. Texas Mezzanine Fund (TMF) is also providing up to \$11 million in allocation to support the project for a total of \$18 million in NMTC allocation. Capital One is anticipated to provide a total of approximately \$5.7 million in NMTC equity (gross) to support the \$7 million in allocation from DDF and \$11 million in allocation from TMF.

The YMCA of Metropolitan Dallas has been serving local communities with youth development, healthy living, and social responsibility programs for 137 years. Today, the organization serves over 200,000 individuals via 16 branches and over 200 program sites across six counties. To ensure residents of varying incomes can participate in its programs, the YMCA provides more than \$4 million financial assistance annually.

This Project supports the construction of a 41,000-square-foot family YMCA in South Dallas to replace the aging Park South Family YMCA that has provided critical services to the community for over 50 years. The Project includes six classrooms for preschool and after-school care, a full-sized gymnasium, a commercial kitchen and demonstration lunchroom, multipurpose space for programming, a swimming pool, and a cardio and weight floor.

The Project will serve 2,800+ individuals annually (expanding overall capacity by 35%); more than 80% of participants are anticipated to be low-income. The Project takes a holistic, multi-generational approach to providing services ranging from childcare and early learning programs to after school programs and summer camps to wellness programs and classes for adults, including dedicated programs for parents and seniors, as noted below:

- **Childcare and Early Learning.** The Project will provide affordable, high-quality year-round preschool for 175 children annually (creating 45 new seats), addressing a shortage of affordable childcare in the area. The YMCA's early learning programs historically lead to strong outcomes for youth: 91% of Park South YMCA preschool students meet kindergarten readiness standards.
- **Youth Development.** The Project will offer after-school programming to 158 youth annually and summer camps to 282 youth annually. The after-school programming combines tutoring and homework assistance with recreation for elementary school age children, while the teen program provides leadership and life-skills development programs. The project includes dedicated spaces for teens to increase teen engagement and support development.
- **Healthy Living.** The Project will serve all ages with resources to maintain and improve health outcomes. In addition to providing space to exercise independently and hosting group fitness classes, the YMCA will offer chronic disease prevention and management programs, including diabetes prevention and blood pressure self-monitoring programs. The YMCA also will offer cooking classes and access to healthy foods in response to high food insecurity in the community (a USDA-designated food desert), addressing root causes of health disparities. To ensure that community members are safe around water, the YMCA will provide swim instruction.
- **Financial Literacy and Small Business Support.** The Project will offer a financial literacy program in partnership with Comerica Bank. Participants will learn from an array of courses on personal banking, credit, insurance, and estate planning. Through the partnership, small business entrepreneurs will also have free access to office space in Comerica's BusinessHQ resource center and be able to receive business plan development, banking products, and administration support.

DATE December 1, 2023  
SUBJECT **Upcoming Agenda Item: Park South NMTC Project**  
PAGE **3 of 3**

The project site is located at 2500 Romine Avenue in Dallas, TX. The project falls within Census Tract 48113003700, which is NMTC-qualified and considered “severely distressed” per the CDFI fund based on a poverty rate of 31.3%, a median family income 49.8% of AMI, and an unemployment rate that is 2 times the national average.

NMTC funding is a critical source to allow the project to proceed as scheduled. The Park South Family YMCA branch operates at an operating deficit, so the Project cannot support any traditional debt. Without the proceeds resulting from DDF’s NMTC allocation, the YMCA would be forced to delay the project to search for alternative funding sources, deferring the delivery of much-needed childcare and health and wellness services for low-income families in South Dallas.

Should you have any questions, please contact Robin Bentley, Director, Office of Economic Development, at [robin.bentley@dallas.gov](mailto:robin.bentley@dallas.gov) or 214.670.1685.



**Majed A. Al-Ghafry, P.E.**  
**Assistant City Manager**

- c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bazor Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager
- M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Dr. Robert Perez, Assistant City Manager  
Carl Simpson, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-93

**Item #:** B.

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**City of Dallas**

# **Development Services Monthly Technology and Metrics Review**

**Economic Development  
Committee  
January 9, 2024**

Andrew Espinoza, Director/Chief Building Official  
Development Services  
City of Dallas



# Presentation Overview

- Technology
- Metrics
- Commercial Permit Dashboard
- Hiring and Recruitment
- Fee Study Updates
- Next Steps
- Appendix



# Technology



- The Dallas Now Project permit replacement system is in its 7th month of progress and is on schedule.
  - As of December 18, 2023, DSD continues to meet established milestones and scheduling timelines.
- Partnering with ITS to strategize on the programming of new and updated fees in POSSE.
  - Logistics are being vetted with current software vendor to assist with programming of the proposed changes.



# Metrics



- November 2023
- Residential New Single-Family permit submittals decreased from **191** to **142**.
  - A **35%** decrease from previous month.
  - **186** New Single-Family permits were issued.
  - A total of **54** RSVP permits issued the SAME DAY.
  - The Department issued permits within **4** days for the month of November. A **91%** decrease from the previous year (**43** days).
- **10** New Commercial, **14** Commercial Additions, **222** Commercial Remodels, **11** Complex Commercial Q-Team projects.
  - **53** Minor Commercial Q-Team permits issued SAME DAY.
  - All new commercial/remodels initial reviews were performed within **11** days.





# Commercial Dashboard Update



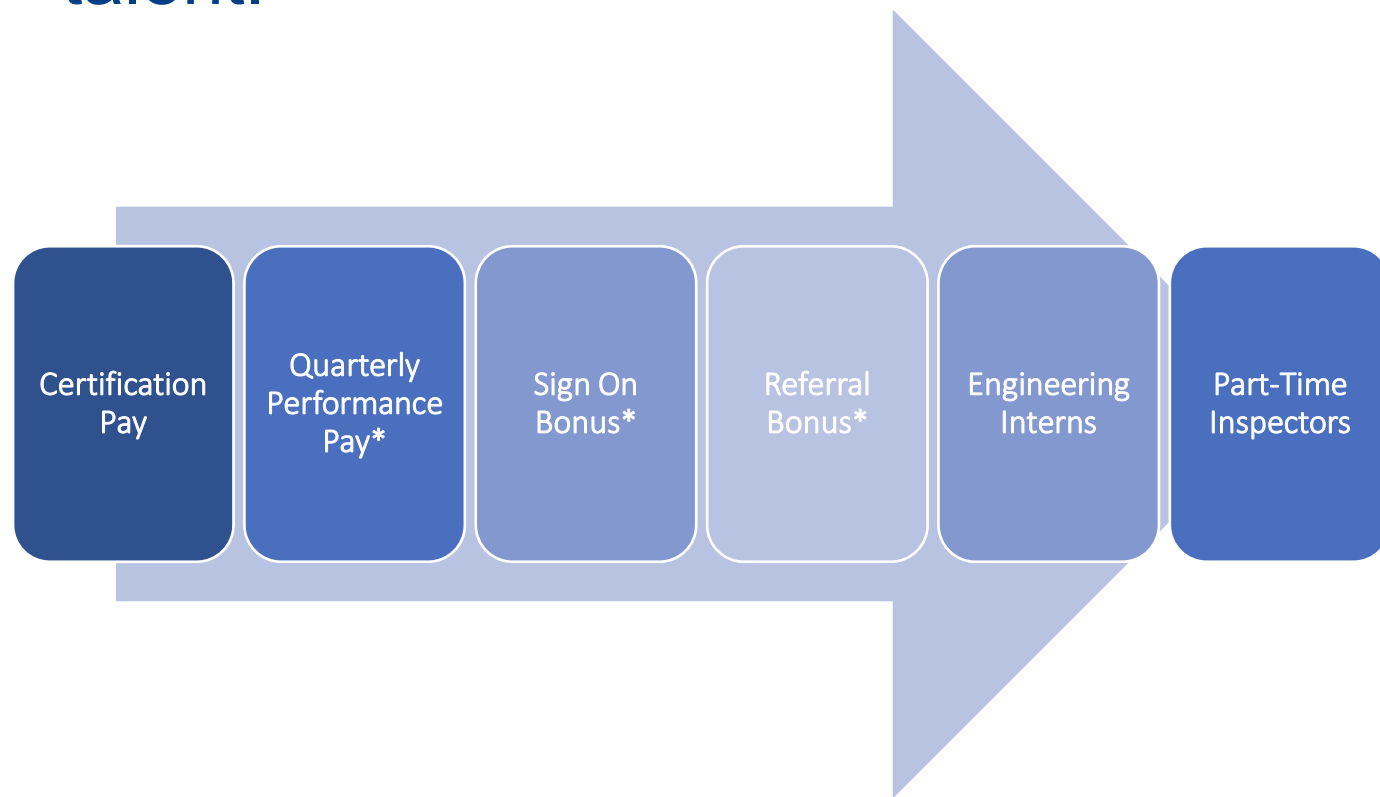
- Data cleansing on stale permits continues.
- Commercial applications include processes such as platting, engineering and/or zoning change request which affects their permitting timeline when presented concurrently and often requires staff to allow additional time for the applicant.
- Partnering with DBI to schedule stakeholder demos on new Commercial Dashboard.
- Extending one on one meetings invites with individual council members on new Commercial Dashboard demo.
- Launch of the dashboard by end of January 2024.





# Hiring and Recruitment

- DSD in coordination with applicable City Departments is working to implement strategies to recruit and retain new talent.



## \*RECRUITMENT INCENTIVES

Qualifying positions were identified with the following criteria:

- Hiring difficulty
- Vacancy rates
- Critical to the organization
- Current market shortages
- "Hard-to-fill"



# Hiring and Recruitment



- **Certification Pay**

- Technical positions will be offered certification pay for additional professional Code Certifications to promote professional development/organizational efficiencies. January 2024

- **Performance Pay**

- Quarterly review of team member rewards based on exceptional performance outcomes, time in current role, metrics, permit turnaround times, customer service, and individual performance outcomes. Spring 2024

- **Sign On Pay**

- Provide incentive pay for hard to recruit identified positions. (Examples: Engineers, Senior Architect, Lead Inspectors, etc.) Spring 2024



# Hiring and Recruitment



- **Referral Pay**

- Provide incentive for hard to recruit identified positions at time of the recruit completes the six month "probationary period". (Examples: Engineers, Senior Architect, Lead Inspectors, etc.) Spring 2024

- **Engineering Interns**

- Added five (5) part-time engineering positions to recruit students and recently graduated Engineering Majors. October 2023

- **Part-time Inspectors**

- Added fifteen (15) part-time positions to promote acquisition of hard-to-fill positions, increase flexibility, attract retired trade professionals, and improve inspection turnaround times. October 2023



# Hiring and Recruitment



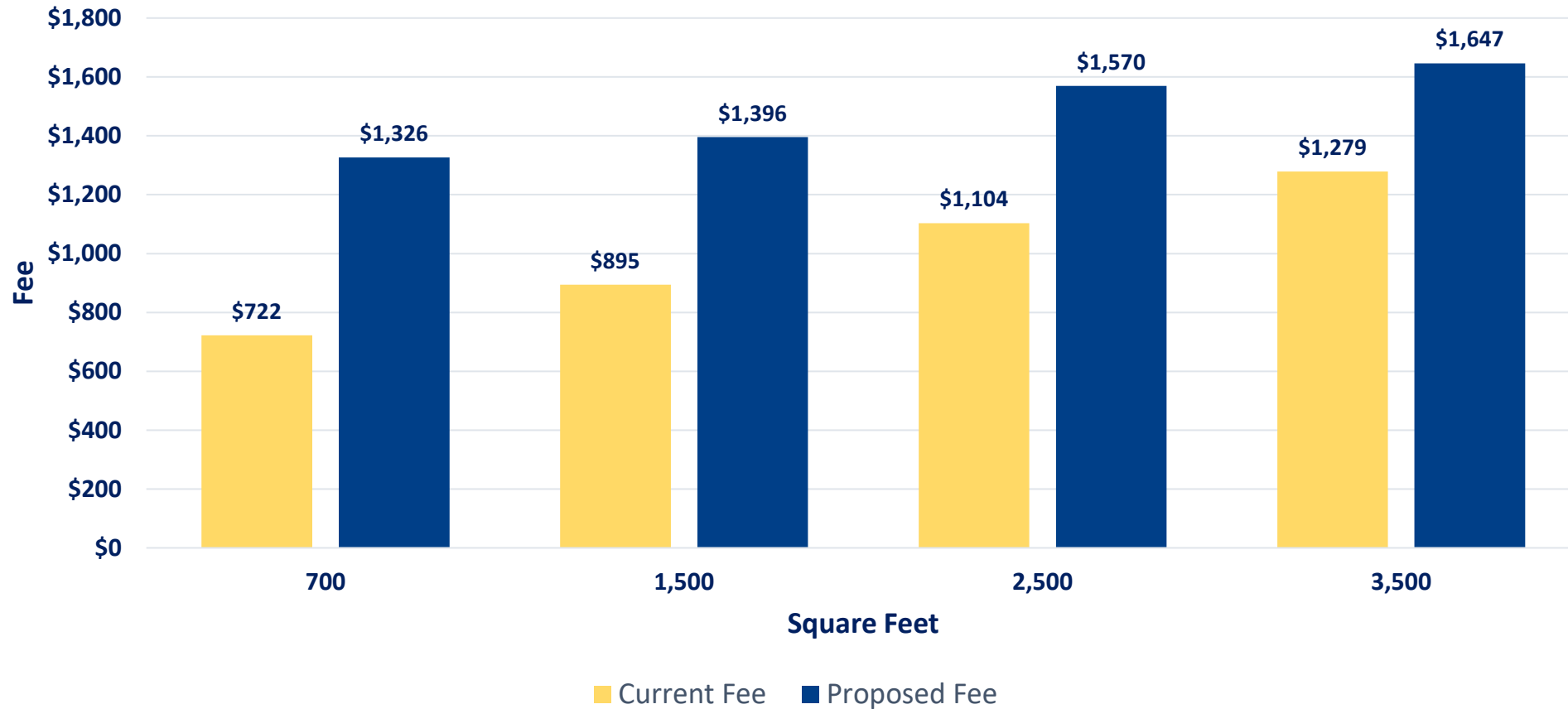
Position Title	Vacancies	Position Title	Vacancies
Administrative Specialist I	2	Project Coordinator I	1
Administrative Specialist II	2	Records Technician I - Development Services	1
Chief Planner	2	Sanitarian	1
Engineer Assistant I	1	Senior Accounting Technician	1
Engineer Assistant II	1	Senior Departmental Budget Analyst	1
Executive Secretary	1	Senior Engineer	1
Inspector III - Building Inspection	2	Senior Geographic Information System Support Technician	1
Inspector III - Electrical	2	Senior Inspector - Building Inspection	1
Inspector III - Plumbing	5	Senior Inspector - Electrical	2
Inspector III - Zoning	2	Senior Inspector - Plumbing	1
Intern - Development Services Engineering	4	Senior Inspector - Zoning	1
Manager - Development	1	Senior Plans Examiner	8
Part-Time Flex-Inspector (HVAC)	7	Senior Plans Examiner - Building Inspection	1
Part-Time Flex-Inspector (Plumbing)	7	Senior Plans Examiner - Plumbing	2
Permit Clerk	7	Supervisor - Building Inspections Development Services	1
Project Coordinator - Development	2	Supervisor - Survey	1
		<b>Grand Total</b>	<b>73</b>



# Example Fee Comparisons



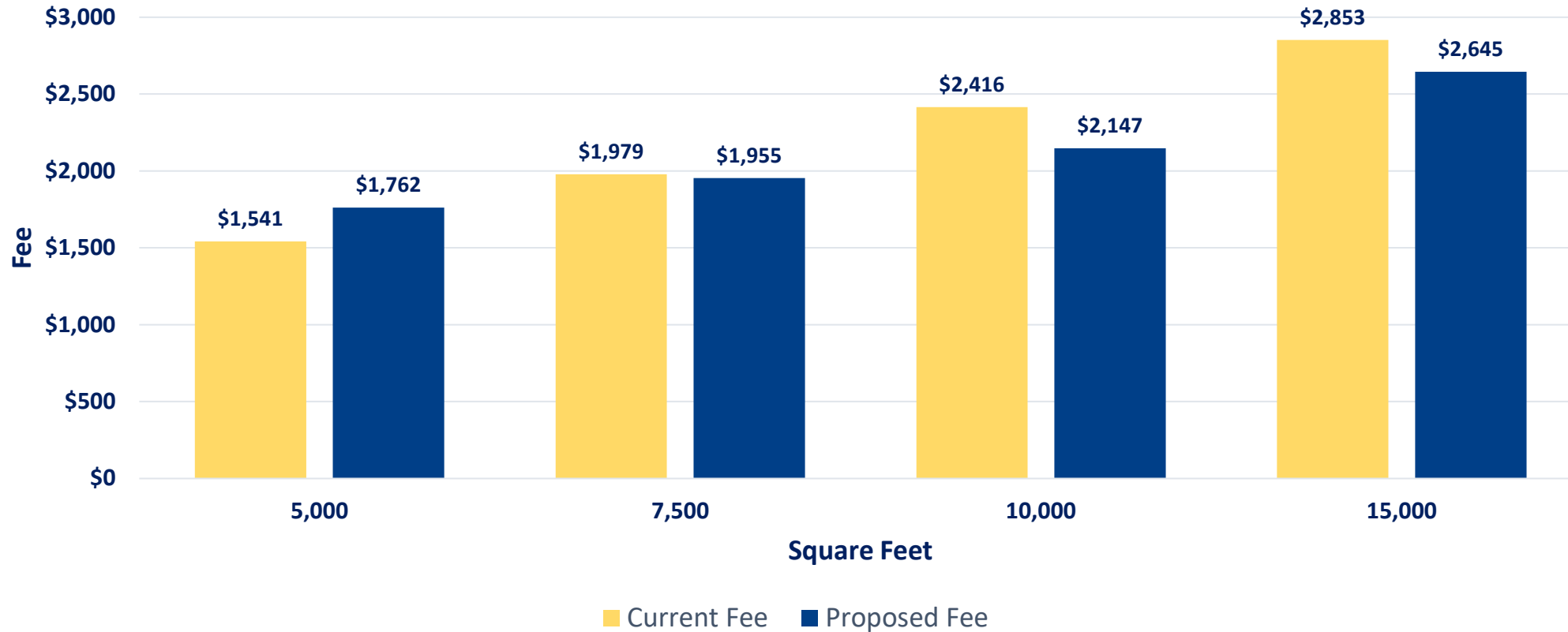
New Single-Family Construction Project Fee by Square Feet  
(One & Two Family)



# Example Fee Comparisons



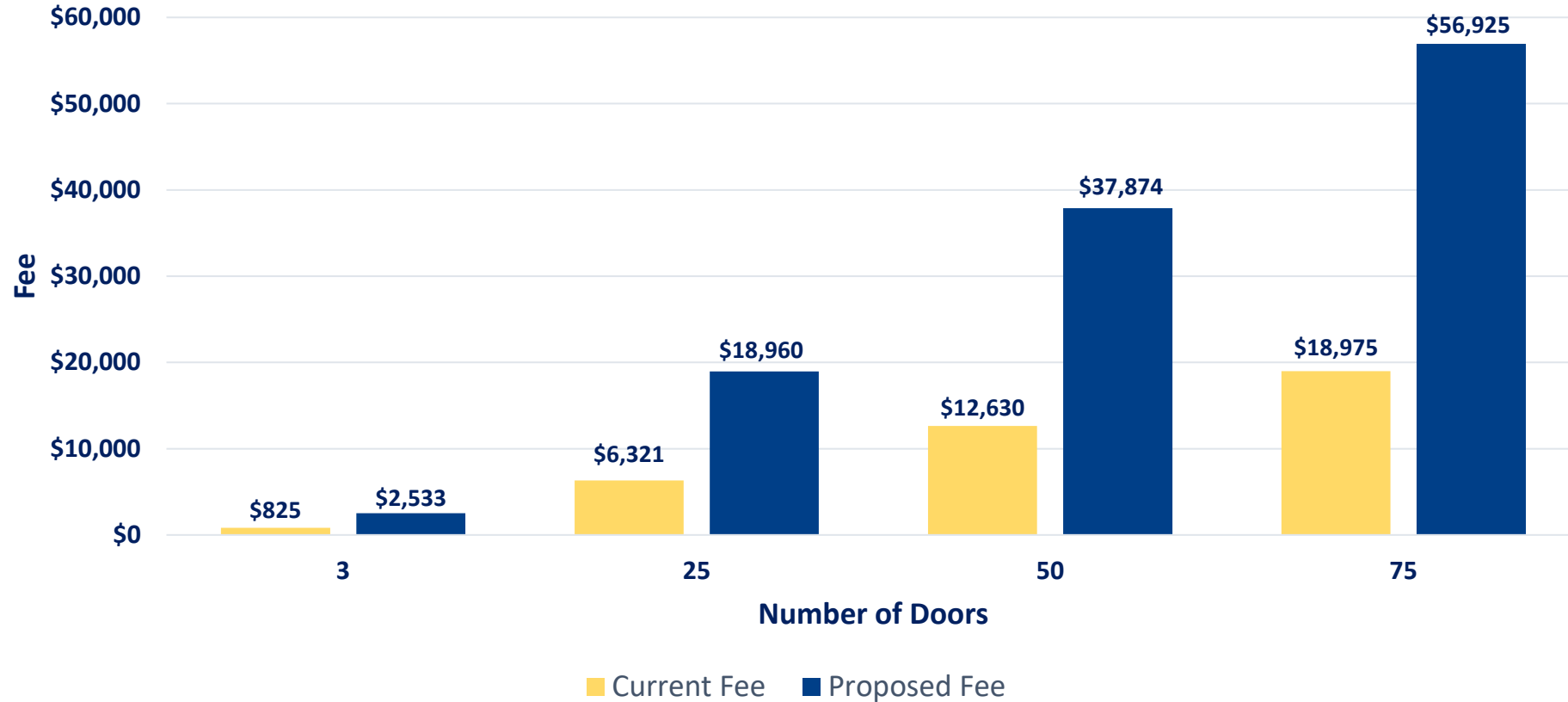
New Single-Family Construction Project Fee by Square Feet  
(One & Two Family)



# Example Fee Comparisons



New Multi-Family Construction Project Fee

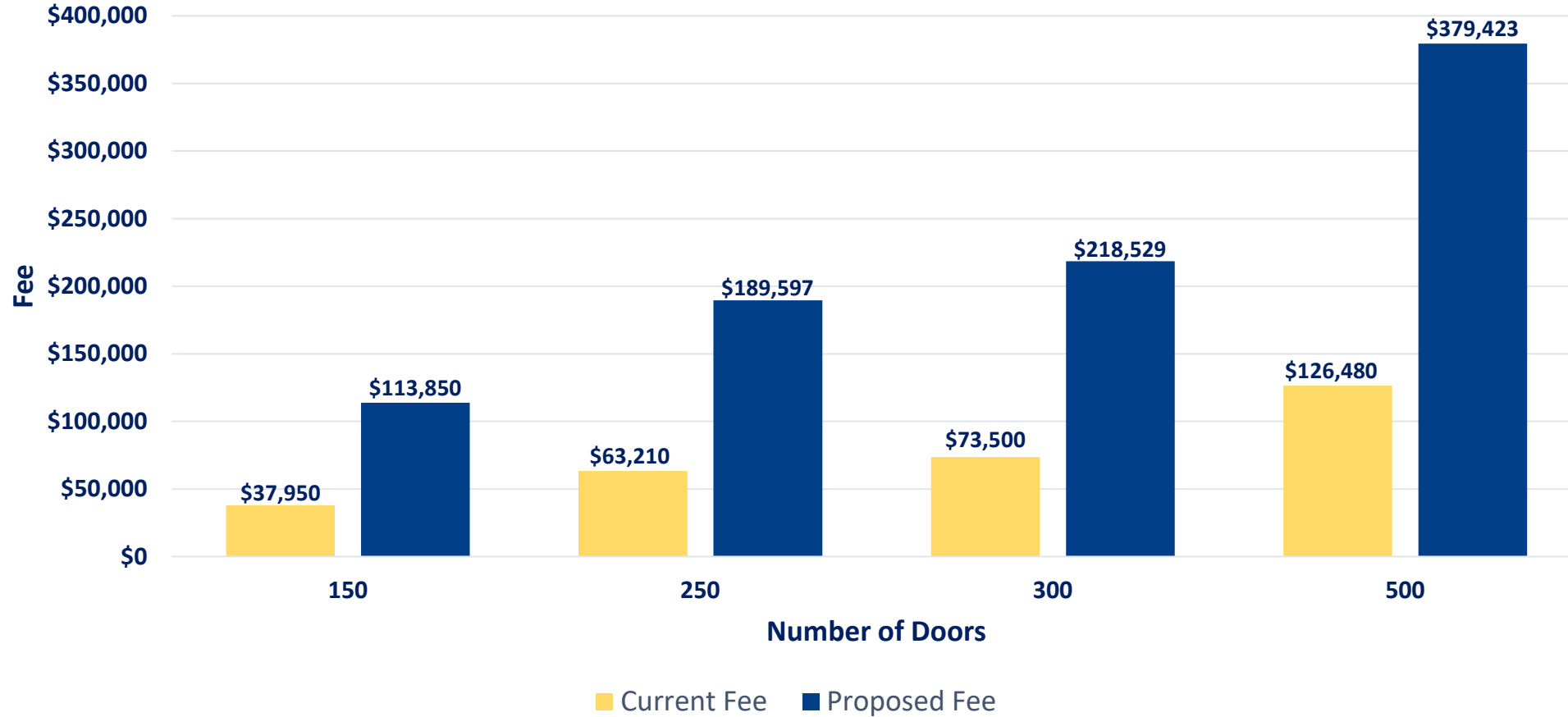




# Example Fee Comparisons



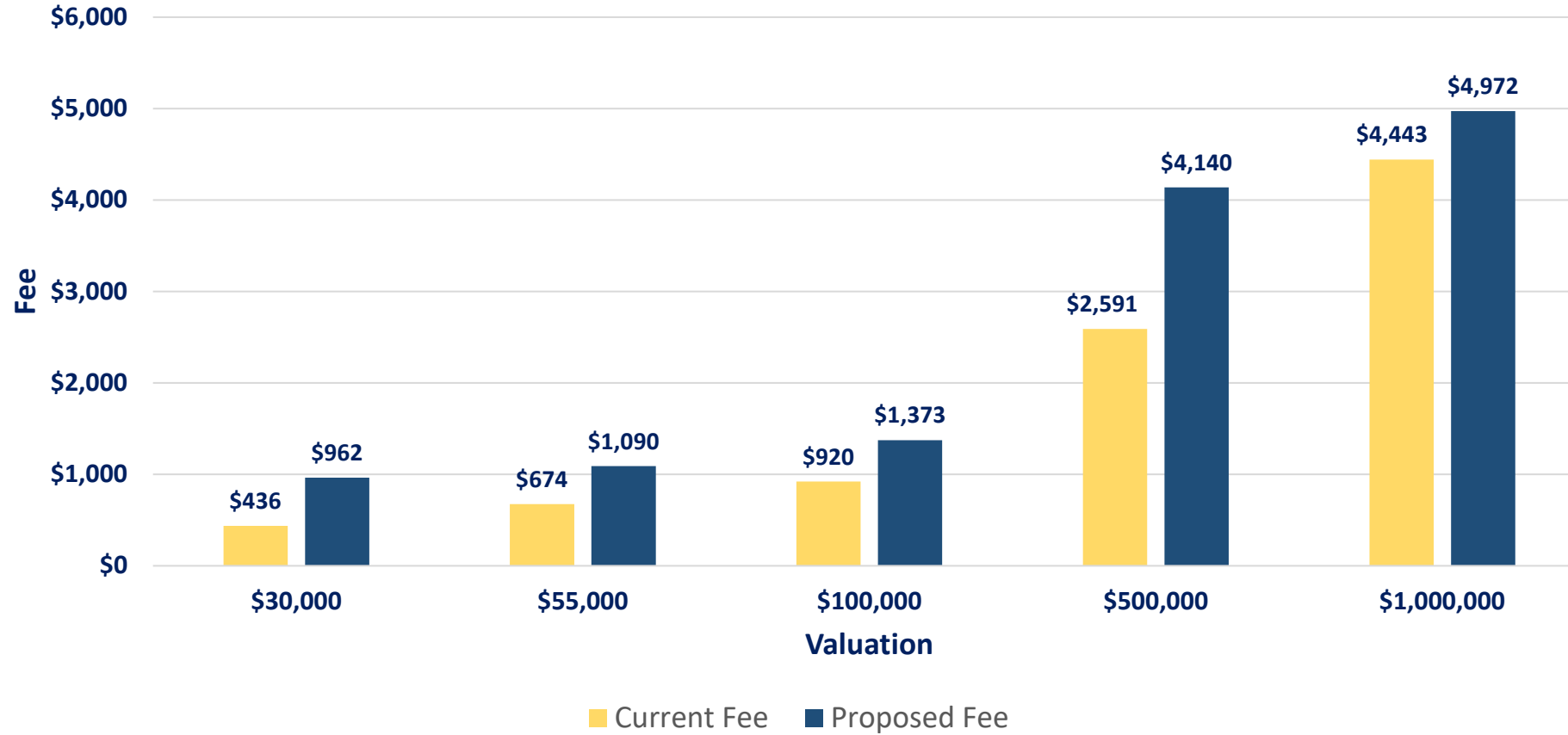
New Multi-Family Construction Project Fee



# Example Fee Comparisons



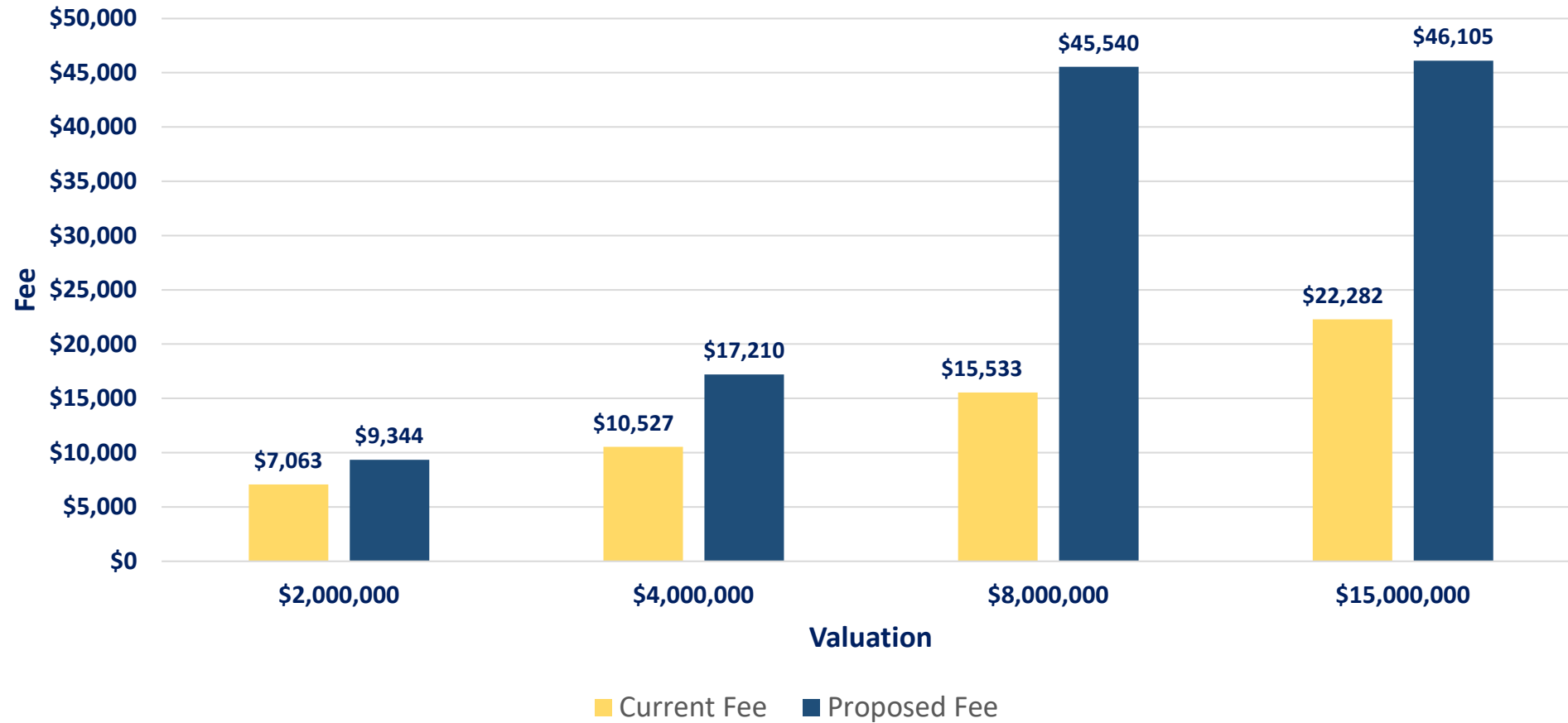
New Commercial Construction Project Fee



# Example Fee Comparisons



New Commercial Construction Project Fee



# Fee Study Recommendations



Division	Cost	Current Revenue	Potential Revenue Recovery*
Inspections & Plan Review	\$41,623,673	\$24,227,138 (58%)	\$17,396,535 (42%)
Engineering	\$5,823,111	\$2,268,294 (61%)	\$3,554,818 (61%)
GIS	\$784,100	\$22,150 (3%)	\$763,950 (97%)
Subdivision	\$1,873,983	1,271,517 (68%)	\$602,466 (32%)
<b>Total</b>	<b>\$50,106,867</b>	<b>\$27,789,098 (55%)</b>	<b>\$22,317,769 (45%)</b>

\*Note: Figures based on full fiscal year.



# Next Steps



- Continue Fee Study stakeholder outreach and engagement – Ongoing
- Demo Commercial Permitting Dashboard and Launch – January 2024
- Phase II move to 7800 N Stemmons – January 2024
- DSD Recruitment Day – February 2024
- Progressive transition to online commercial permits – March 2024





**City of Dallas**

# **Development Services Monthly Technology and Metrics Review**

**Economic Development  
Committee  
January 9, 2024**

Andrew Espinoza, Director/Chief Building Official  
Development Services  
City of Dallas

# Appendix A Fee Study Outreach



- Dallas Home Builders Association-August 3rd, 2023
- Development Advisory Committee-August 15th, 2023
- Economic Development Committee-September 5th, 2023 & November 6th, 2023
- Texas Real Estate Council-October 5th, 2023
- Dallas Home Builders Association-October 17th, 2023
- Development Advisory Committee, October 20th, 2023
- City Council Memo, October 27th, 2023
- Dallas Independent School District, November 1st, 2023
- Rescom Fire Contractors, November 3rd, 2023
- Economic Development Committee, November 6th, 2023
- Building Owners and Managers Association, November 9th, 2023
- Fire Contractors Association, November 13th, 2023
- Professional Engineering Community, November 16th, 2023
- Professional Surveying Community, November 16th, 2023
- National Fire Sprinkler Association, November 28th, 2023
- Construction Contractors Association - December 28, 2023
- Regional Black Contractors Association – January 5, 2024
- Texas Real Estate Council – January 8, 2024
- American Institute of Architects, Dallas – January 9, 2024
- Regional Hispanic Contractors Association – January 11, 2024
- Dallas Home Builders Association – January 18th, 2024
- ***NOTE: DSD has reextended multiple engagement opportunities to all stakeholders.***





# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-96

**Item #:** C.

---

Economic Development Policy 2023 Update  
[Robin Bentley, Director, Office of Economic Development]





# **Economic Development Policy 2023 Update**

**Economic Development  
Committee  
January 9, 2024**

Heather Lepaska, Assistant Director  
Office of Economic Development  
City of Dallas

# Presentation Overview



- Background
- Priorities
- Overview of Initiatives
  - Approved by Council
  - In Progress
  - Continual Effort; No End Date
- Economic Development Incentive Policy Updates
- Next Steps



- Economic Development Policy (EDP) originally adopted May 2021
- EDP proactively addresses economic inequalities and outcomes in historically underserved areas
- Goals include inclusive prosperity, equitable access to employment, economic opportunity, and housing



HOUSING DIVERSITY  
& AFFORDABILITY



LAND USE &  
PLANNING



ECONOMIC  
INCENTIVES



BUSINESS  
ATTRACTION &  
RETENTION



SMALL BUSINESS &  
MWBE



# Background (continued)



EDP Originally Adopted

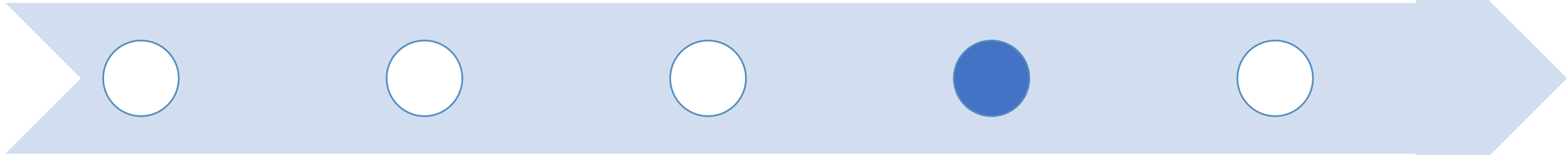
- May 2021

Revised EDP Adopted

- January 2023

Implementation Continues

- Through 2032



Transition Year

- 2021-2022

City Council Update

- January 2024



# Priorities



- Policy identified eight near term priorities
- Aim to advance priorities in the first three years

**Overhaul the economic incentive programs** to introduce transparency and create predictability for incentive applicants, improve small developer and small business access to incentive programs, and prioritize investment in Historically Disadvantaged Communities.

**Develop, approve, and enforce** a Future Land Use map, and amend the development code to address land use inequities, guide development and increase the financial feasibility of investment in Historically Disadvantaged Communities.

**Audit and update** the Comprehensive Housing Policy to address the City's equity needs and better support diverse housing types.

**Empower** the new City of Dallas Economic Development Corporation ("EDC") to support the City in its ability to act quickly, market the City, buy, hold, and sell land, and foster public private partnerships.

**Overhaul historic preservation mission and function** to preserve the City's cultural assets and better serve stakeholders that have not historically been direct beneficiaries of City preservation programs.

**Create** programs and dedicate resources to MWBE capacity building, entrepreneurship, and innovation.

**Dedicate** funding and programming to address environmental justice issues in Historically Disadvantaged Communities.

**Create** measures and track outcomes, ensuring transparency and accountability during the implementation of the Policy.

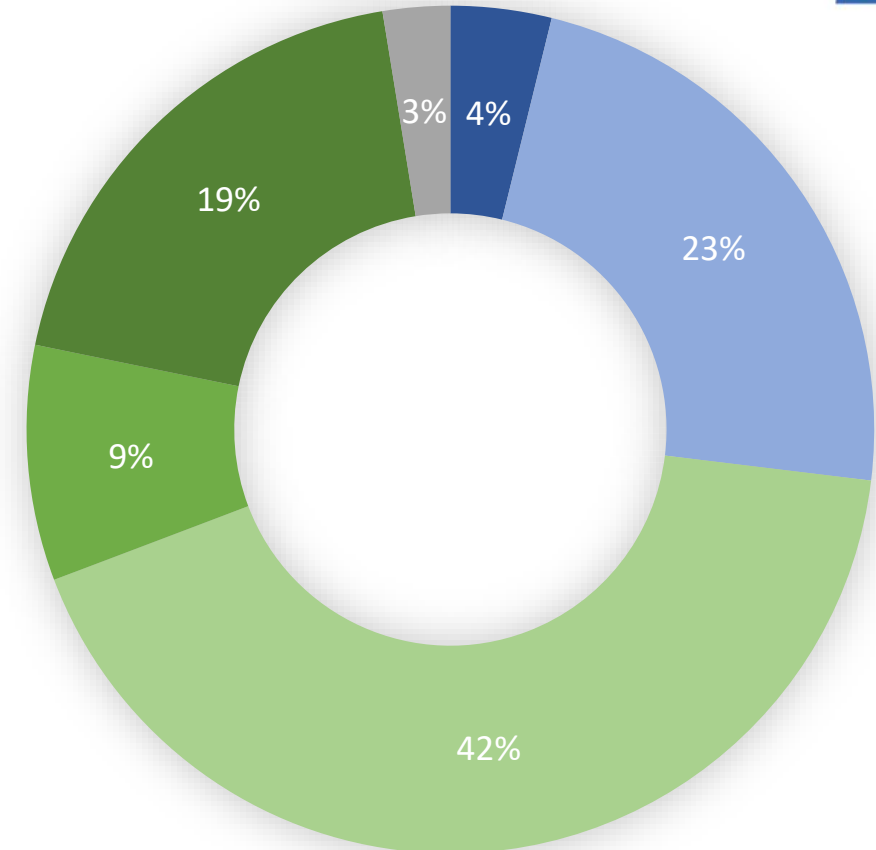
Indicates high-priority accomplishments in 2023



# Overview of Initiatives



- 86 Action Items:
  - 3 - Adopted
  - 55 - In Progress:
    - 33 - Early Stages
    - 7 - Middle Stages
    - 15 - Nearing Completion
  - 18 - Continual Efforts
  - 2 - Not Started



- Adopted by Council
- Continual Effort; No End Date
- In Progress: Early Stages
- In Progress: Middle Stages
- In Progress: Nearing Completion
- Not Started

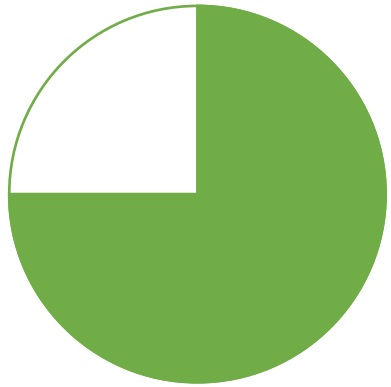






- Economic Development Incentive Policy approved
- Revised Economic Development Policy approved
- Dallas Housing Policy 2033 approved

# In Progress: Nearing Completion



- ForwardDallas [Comprehensive Land Use Plan public draft](#)
- Progress on Historic and Cultural Preservation Master plan
- Soft launch of M/WBE mentorship and partnership programs, draft application
- SBC awarded funding for Dallas Accelerator Program starting January 2024





# In Progress: Middle Stages



- Awarded two U.S. Environmental Protection Agency Brownfield Grant awards
- Draft M/WBE Policy and Program in development pending pilot project implementations
- SBC partnered with non-profits and Dallas College for entry level and middle-skill workforce training





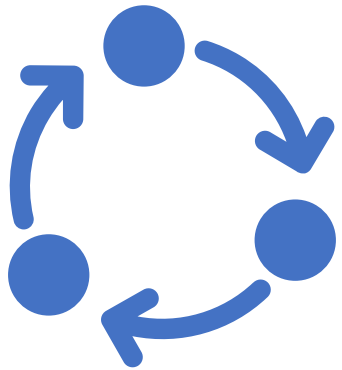
- Business Attraction and Retention strategy pending hire of EDC CEO in early 2024
- Equity Strategy Target Areas identified in December 2023 prioritize NOAH and aging LIHTC developments
- City awarded “Reimagining Downtown” grant
- Code Development consultant was selected in June 2023



# Continual Effort; No End Date



- Economic Incentives
- Environmental Justice & Sustainability
- Housing Affordability & Diversity
- Infrastructure & Public Investment
- Innovation & Entrepreneurship
- Land Use & Planning
- Neighborhood Preservation & Community Development
- Public & Private Real Estate Development
- Small Business & M/WBE



- Departments continue implementation efforts
- Implement EDP dashboard for transparency and accountability
- Mid-year progress update early Summer 2024
- 2024 progress update to Economic Development Committee in January 2025



# **Economic Development Policy 2023 Update**

**Economic Development  
Committee  
January 9, 2024**

Heather Lepaska, Assistant Director  
Office of Economic Development  
City of Dallas

# Appendix



## BUSINESS ATTRACTION AND RETENTION

**Goal:** Dallas will create, attract, expand, and retain businesses and industries with a focus on increasing equitable participation in the economy and access to wealth while expanding the tax base.

**Supporting Plans:** Racial Equity Plan, Economic Development Strategic Plan, ForwardDallas Comprehensive Land Use Plan (as updated), Economic Incentives (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Target business relocation and expansion efforts based on target growth sectors and stable industries that create family-sustaining jobs, including those that do not require a four-year degree.	1. Develop business attraction strategy that differentiates between needs of national corporations, regional businesses, and emerging businesses, and work to attract all these types of businesses to locate in Dallas.	Office of Economic Development (OED)	The City of Dallas Economic Development Corporation (EDC), Small Business Center (SBC)	In Progress: Early Stages
Support the region's urban core to be welcoming and inclusive for all residents, works, and visitors by continuing the growth and development of Downtown and other central neighborhoods.	2. Enhance marketing efforts to support Dallas as a destination city for conventions, tourism, and cultural activities.	EDC	EDC, Office of Cultural Affairs (OCA), Convention and Event Services (CES), Office of Economic Development (OED)	In Progress: Early Stages
	3. Pursue a business attraction strategy that is in alignment with the Racial Equity Plan.	EDC	OED	In Progress: Early Stages
	4. Study perceptions of Downtown Dallas over time, especially among communities of color.	EDC in collaboration with external partners	N/A	In Progress: Early Stages





# Appendix (continued)



## ECONOMIC INCENTIVES

**Goal:** Dallas will integrate and formalize equity-focused policy outcomes as part of the incentive evaluation process in order to address barriers to development in communities that have faced structural racial disparities.

**Supporting Plans:** Racial Equity Plan, Strategic Economic Development Plan, ForwardDallas Comprehensive Land Use Plan (as updated), Economic Incentives (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Assess the historic and future impacts of incentives and infrastructure investments on communities of color in Southern Dallas and across the city.	5. Develop and incorporate equity goals & metrics into tax abatement, grant, and loan programs with a focus on supporting projects in target areas.	OED	N/A	Continual Effort; No End Date
Redesign incentive structure to attract private investment to Southern Dallas.	6. Update incentive eligibility and evaluation criteria to support projects in Southern Dallas and other underserved areas that create quality jobs for local residents (jobs that offer opportunity for career advancement).	OED	N/A	Continual Effort; No End Date
	7. Adjust incentive policies to support smaller scale developments through grants and loans in geographic target areas. This includes expanding incentive programs to support capacity building ensuring smaller-scale community-based developers, including CDCs and other nonprofits, have access to financial incentives.	OED	N/A	Adopted by Council
Require all projects for which the City is incentivizing job creation or retention to pay a living wage, prioritizing opportunities that increase economic mobility and well-paying jobs not requiring a 4-year degree.	8. Adjust incentive program eligibility and evaluation criteria to require that jobs created or retained are pursuant to an incentive agreement pay living wages.	OED	SBC	Adopted by Council
Invest public resources in affordable neighborhood commercial, retail, and office spaces to support a broad range of small business owners.	9. Use incentive awards to support redevelopment and investment along targeted commercial corridors.	SBC	N/A	In Progress: Nearing Completion
Transparently report financial performance of economic development incentives.	10. Annually review and report all incentive performance metrics.	OED	N/A	Continual Effort; No End Date
	11. Update incentive enforcement mechanisms to align with performance measures.	OED	N/A	Continual Effort; No End Date
	12. Develop online dashboard for ongoing reporting of performance including costs, payments, and terminations of economic development incentives.	OED	N/A	In Progress: Early Stages



# Appendix (cont.)



## ENVIRONMENTAL JUSTICE & SUSTAINABILITY

**Goal:** Dallas will protect neighborhoods by centering environmental justice and sustainability in its immediate and long-term growth.

**Supporting Plans:** Racial Equity Plan, Comprehensive Environmental & Climate Action Plan, Environmental Justice Fund

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Adopt or amend permitting and enforcement regulations that prevent industrial uses from locating proximate to historically Black and Brown neighborhoods and from accumulating hazardous waste and or releasing harmful emissions proximate to historically Black and Brown neighborhoods.	13. Review and propose updated zoning and permitting regulations to address proximities and incompatibility between industrial uses and residential areas.	Planning & Urban Design (PUD)	Office of Environmental Quality and Sustainability (OEQS), Code Compliance (CCS), Development Services (DSD)	In Progress: Early Stages
	14. Work with communities to identify and prioritize sites for environmental cleanup.	OEQS	PUD, Department of Housing & Neighborhood Revitalization (HOU)	Continual Effort; No End Date
	15. Establish a funding program to leverage Brownfields, grants, and other funding to address identified impaired properties in Dallas.	OEQS	HOU, OED	In Progress: Middle Stages
Improve energy efficiency and encourage lower carbon emissions from new development, pursuing innovations in green building and operations.	16. Support efficiency and renewable energy for new and existing buildings through structural and operational improvements.	OEQS	Office of Bond & Construction Management (BCM), DSD	Continual Effort; No End Date
Assess vulnerability to climate change and natural disasters and develop adaptation plans.	17. Convene public agencies to inventory infrastructural vulnerabilities, explore opportunities for blue/green infrastructure and explore focusing on surface permeability to decrease flood risk.	Department of Public Works (PBW)	Dallas Water Utility (DWU), OEQS, DSD	In Progress: Early Stages





# Appendix (cont.)



## GOVERNANCE, METRICS, AND TRACKING

**Goal:** Dallas will practice good governance by enhancing outreach efforts, transparently communicating plans/policies to the public, and establishing streamlined, processes for tracking and reporting outcomes and impacts.

**Supporting Plans:** Racial Equity Plan, Administrative Directive 4 05 (Contracting Standards & Procedures), Business Inclusion and Development Policy, City of Dallas Local Preference Programs

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Measure impacts and implementation of the Economic Development Policy by geography, race, etc.	18. Develop metrics and create internal systems for staff to track and report progress.	City Manager's Office (CMO)	All departments	In Progress: Early Stages
Develop transparent methods for communicating with the public, prioritizing public accessibility of materials.	19. Inventory plans, policies, and other materials to ensure all are available and updated online.	CMO	All departments	
	20. Translate critical materials to most-spoken languages in Dallas.	CMO	All departments	
Create transparent and accessible reporting of procurement and contracting policies and performance.	21. Transparently advertise and publicize contracting and procurement opportunities.	Procurement Services (POM)	SBC	In Progress: Nearing Completion
	22. Incorporate MWBE performance metrics into reporting dashboard(s).	SBC	POM	In Progress: Early Stages
	23. Partner with organizations to reach disadvantaged communities and businesses.	SBC	POM	In Progress: Middle Stages



# Appendix (cont.)



## HOUSING AFFORDABILITY & DIVERSITY

**Goal:** Dallas will develop and preserve housing that leverages infrastructure improvements, economic revitalization, and mixed-use development to build a foundation for increasing affordability and generational wealth in historically Black and Brown communities.

**Supporting Plans:** Racial Equity Plan, Comprehensive Housing Policy (as updated with Racial Equity Audit recommendations), ForwardDallas Comprehensive Land Use Plan (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Strategically develop, design, and preserve mixed-income housing throughout the city.	24. Prioritize the preservation of naturally occurring affordable housing (NOAH) and aging low-income housing tax credit (LIHTC) developments.	HOU	N/A	In Progress: Early Stages
	25. Leverage publicly owned transit-adjacent properties to develop mixed-income housing.	HOU	Department of Transportation (TRN), OED, OEQS, PUD	In Progress: Early Stages
	26. Dedicate revenue streams to eliminate infrastructure deficits in historically disinvested communities and preserve affordability for long-term residents at risk of displacement.	HOU	N/A	In Progress: Early Stages
	27. Develop affordable housing for educators and staff in proximity to higher education institutions.	HOU	N/A	Not Started
Expand funding and explore alternate funding sources to maintain and develop affordable and workforce housing.	28. Pursue non-traditional sources of funding (for example, loan funds consisting of public/private capital focused on building mixed income/mixed-use developments and align incentive use with affordable housing goals to support production of mixed income development projects.	HOU	OED	Continual Effort; No End Date
Reform regulatory requirements to encourage affordable housing development and accessibility between affordable housing and jobs.	29. Undergo regulatory review to remove barriers to affordable development. Establish housing tools beyond HUD programs that expand capacity to support market rate development in adding workforce housing.	HOU	DSD, PUD	In Progress: Early Stages
Build capacity for community development corporations, CDFIs, and other partners to expand private housing production in neighborhoods.	30. Conduct trainings, workshops, and capacity building initiatives.	HOU	N/A	In Progress: Early Stages
	31. Explore funding options to create funding pool for gap financing and review underwriting process for developer scale and equity.	HOU	N/A	In Progress: Early Stages
	32. Convene CDCs, developers, and neighborhood partners to identify needs.	HOU	N/A	In Progress: Early Stages



# Appendix (cont.)



## INFRASTRUCTURE & PUBLIC INVESTMENT

**Goal:** Dallas will create walkable communities with multi modal transportation options to support access to community amenities and employment opportunities.

**Supporting Plans:** Racial Equity Plan, Connect Dallas Strategic Mobility Plan, Complete Streets Design Manual Capital Improvement Program, Water & Wastewater Capital Improvement Plan, Forward Dallas Comprehensive Plan (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Invest in infrastructure that improves the attractiveness of Southern Dallas to businesses and increases connectivity between jobs and housing. Connect new development with mobility investments that magnify the community impacts, resulting in more vibrant neighborhoods.	33. Develop and apply equity criteria for next City of Dallas bond program.	BCM	Office of Equity and Inclusion (OEI)	Continual Effort; No End Date
	34. Through the ForwardDallas Comprehensive Land Use Plan process, develop urban design and land use recommendations to improve attractiveness and connectivity, and identify correlated priority infrastructure	PUD	Public Works (PBW), TRN, DWU, Park and Recreation (PKR)	In Progress: Nearing Completion
	35. Identify and deploy funding sources (e.g., bond funds, grants) for priority infrastructure investments that are necessary to support ForwardDallas Comprehensive Land Use Plan strategies for neighborhood attractiveness and connectivity.	BCM	PUD, TRN, DWU, PKR, PBW	In Progress: Nearing Completion
Integrate land use and transportation decision making to create neighborhoods that support biking, walking, and transit connections for residents of Southern Dallas.	36. Explore and apply funding mechanisms to address transportation system gaps.	TRN	SBC, OED, DART	Continual Effort; No End Date
	37. Monitor transportation gaps preventing job access and study newer modalities such as bus rapid transit and shared ride hailing.	TRN	DART	In Progress: Early Stages
Align public and private partners to tackle the holistic causes of poverty, at the individual and neighborhood-level.	38. Convene private and public partners to assemble needed resources and neighborhood services.	HOU	PUD, SBC, Office of Homeless Services (OHS)	In Progress: Early Stages
	39. Develop revenue streams and identify and funding opportunities to support neighborhood improvement activities.	HOU	PUD, SBC, OHS	In Progress: Early Stages
Invest in initiatives to expand broadband access, particularly in underserved neighborhoods.	40. Explore funding mechanisms to provide broadband infrastructure and plan for the future bond program accordingly.	CMO	PBW, TRN, <b>*OEI, ITS</b>	
	41. Refine areas of need for broadband access and explore broadband as a part of City sponsored residential and commercial developments in underserved areas.	CMO	PBW, TRN, <b>*OEI, ITS</b>	
	42. Develop partnerships for investment in broadband access, including investment in subsidized digital connections and improved digital literacy.	CMO	PBW, TRN, <b>*OEI, ITS</b>	
Integrate public safety into neighborhood planning efforts to build environments that protect, strengthen, and reflect the cultural heritage of their communities.	43. Remove and mitigate unsafe conditions through consistent code enforcement.	CCS	Office of Integrated Public Safety Solutions (OIPSS), Dallas Police (DPD), City Attorney's Office (CAO), TRN	Continual Effort; No End Date

\* Added Supporting Departments in **bold** based on staff recommendation



# Appendix (cont.)



## INNOVATION & ENTREPRENEURSHIP

**Goal:** Dallas will stimulate entrepreneurship and startup growth through focused investment and capacity building targeted towards underserved communities.

**Supporting Plans:** Racial Equity Plan, Mayor’s Task Force on Innovation & Entrepreneurship Report

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Focus resources and access to capital to grow small businesses and support entrepreneurs in high-opportunity and underserved areas.	44. Review land use, occupational licensing rules, and incentives policies to assess whether or not there are regulatory barriers to innovation and research.	SBC	PUD	
Focus resources and access to capital to grow small businesses and support entrepreneurs in high-opportunity and underserved areas.	45. Develop a resource guide to route startup companies toward information and resources available	SBC	DSD	In Progress: Nearing Completion
	46. Sponsor annual citywide business plan competition to spur creativity and innovation in startup entrepreneurship to align with focus on incubation creation to grow small businesses and jobs.	SBC	N/A	
Create a network of incubators to support Dallas-based entrepreneur incubation, innovation, research & design, and growth.	47. Develop profile of incubator needs, funding strategy, aging commercial corridor acquisition targets and inclusion as a part of city sponsored redevelopment projects.	SBC	N/A	
Promote entrepreneurship through business incubation, foster the creation of homegrown businesses at the neighborhood level.	48. Identify locations and funding strategy to support the creation of business incubators both as standalone entities and as a part of redevelopment projects.	SBC	PUD	Continual Effort; No End Date



# Appendix (cont.)



## LAND USE & PLANNING

**Goal:** Dallas will create land use and zoning plans and policies that promote inclusive growth and strong neighborhoods, with an equitable mix of housing, recreation, retail, and employment opportunities.

**Supporting Plans:** Racial Equity Plan, ForwardDallas Comprehensive Land Use Plan (as updated), Dallas Zoning Map, Complete Streets Design Manual, Development Code Update (forthcoming)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Identify & remove discriminatory zoning and land use polices, which historically limited economic mobility and economic growth in Dallas.	<b>49.</b> Via ForwardDallas Comprehensive Land Use Plan and development code update, and in partnership with a community advisory committee, a staff working group, and City leadership, identify and recommend land use policies and processes for adjustment or elimination to the City Council.	PUD	N/A	In Progress: Nearing Completion
Incorporate design and placemaking standards into economic development efforts to foster attractive and inclusive physical spaces, particularly in historically disinvested, Black and Brown neighborhoods.	<b>50.</b> Review development efforts to account for design and placemaking. Aim to create more culturally interesting places with diverse uses, diverse daytime populations, and diverse housing types.	PUD	DSD, OED	Continual Effort; No End Date
Reform regulatory requirements to encourage affordable housing development and accessibility between affordable housing and jobs.	<b>51.</b> Through the ForwardDallas Comprehensive Land Use Plan and Future Land Use Map, provide recommendations for how public land and land use planning can address housing needs.	PUD	DSD, OEQS, HOU	In Progress: Nearing Completion
Invest public resources in affordable neighborhood commercial, retail, and office spaces to support a broad range of small business owners.	<b>52.</b> Identify areas to prioritize placement of commercial, retail, and office space through the ForwardDallas Comprehensive Land Use Plan.	PUD	OED	In Progress: Nearing Completion
Incentivize and invest public resources in projects with mixed land uses and walkable urban form in both existing and new communities.	<b>53.</b> Recommend modifications to the development code that will facilitate mixed uses, density, and walkability.	PUD	OEQS, TRN	In Progress: Early Stages
Incentivize and invest public resources in projects with mixed land uses and walkable urban form in both existing and new communities.	<b>54.</b> Review land use policies, and where applicable, recommend changes to policies that would facilitate greater density around job centers and transit nodes.	PUD	DSD, OEQS, PBW, TRN, OED	In Progress: Early Stages
Integrate public transit, walking, and cycling infrastructure to increase sustainable multimodal transportation.	<b>55.</b> Recommend code amendments to prioritize pedestrian and cycling improvements in neighborhood planning efforts.	PUD	DSD, TRN, PBW, OEQS	In Progress: Early Stages
	<b>56.</b> Update the City's thoroughfare plan incorporating the recommendations of the ForwardDallas update.	TRN	PUD	Not Started
Plan for future public transit investments aligned with land use considerations.	<b>57.</b> Coordinate with DPW/DART/TXDOT, and TRN to identify transit infrastructure gaps when developing plans.	PUD	PBW, TRN, DART	In Progress: Early Stages
	<b>58.</b> Coordinate with regional agencies to study demographic growth and corresponding transportation needs.	TRN	PUD, DART	Continual Effort; No End Date



# Appendix (cont.)



## NEIGHBORHOOD PRESERVATION & COMMUNITY DEVELOPMENT

**Goal:** Dallas will maintain and enhance the physical and cultural assets of its communities to create inclusive, affordable, safe, and dynamic neighborhoods.

**Supporting Plans:** Racial Equity Plan, Dallas Historic Preservation Policy (as created and adopted by Council), ForwardDallas Comprehensive Land Use Plan (As updated), Code Enforcement Plan

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Develop and update neighborhood preservation policies to support high opportunity and underserved communities.	59. Develop package of City Code amendments/policies/ordinances that apply to historic landmarks and districts within neighborhoods that meet certain criteria that would allow a more equitable allocation of staff resources for economic development initiatives in underserved communities of color.	OHP	DSD	In Progress: Nearing Completion
	60. Review existing City Code/policies/ordinances and identify gaps to inform the development of options for the creation of a historic preservation rehabilitation grant program.	OHP	OED, DSD	In Progress: Nearing Completion
Remove and mitigate unsafe conditions through consistent code enforcement.	61. Consult community stakeholders on needs around public safety and implement code compliance process improvements to ensure consistency and equity.	CCS	DSD	Continual Effort; No End Date
Invest in arts, cultural assets, and events that reflect and celebrate the cultural and historic characteristics of the communities in the city and is accessible to all ages and abilities.	62. Establish new partnerships with private entities to fund arts and culture, including community arts events in locations throughout the city.	OCA	N/A	In Progress: Nearing Completion
Pilot community cooperatives leveraging area business associations and neighborhood associations to revitalize commercial areas or public spaces.	63. Create a strategy to better utilize the community land trust model in historically disinvested neighborhoods across the city.	HOU	N/A	In Progress: Early Stages
Integrate public safety into neighborhood planning efforts to build environments that protect, strengthen, and reflect the cultural heritage of their communities.	64. When creating neighborhood plans, consult with community stakeholders and coordinate with public safety departments to identify strategies and projects to increase public safety, provide non-law enforcement public safety solutions, and reduce the demand for police service.	PUD	OED, OIPSS, HOU	Continual Effort; No End Date





# Appendix (cont.)



## PUBLIC & PRIVATE REAL ESTATE DEVELOPMENT

**Goal:** Dallas will create the structures and policies to leverage city owned land and streamline approval processes for private development to foster equitable development across the city.

**Supporting Plans:** Racial Equity Plan, Economic Development Strategic Plan, ForwardDallas Comprehensive Land Use Plan (as updated), Economic Incentives (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
The City of Dallas Economic Development Corporation will facilitate land acquisitions, real estate development projects, and incentive deals on City of Dallas' public land and prioritize the execution of projects on sites in Southern Dallas.	65. Create EDC with Southern Dallas charge and equity in mission to acquire land, establish partnerships and develop and market Southern Dallas as a location for job growth and development.	MCC	OED	In Progress: Early Stages
	66. Inventory existing public land and develop public land use strategy for City-owned assets for redevelopment.	PBW	DSD, OEQS, PUD, OED, EDC	In Progress: Early Stages
Develop transformative mixed-use projects in proximity to anchor institutions (universities, hospitals, and schools) in Southern Dallas to foster long-term living wage job growth.	67. Develop transformative mixed-use projects in proximity to anchor institutions (universities, hospitals, and schools) in Southern Dallas to foster long-term job growth.	OED	PUD, OEQS	In Progress: Middle Stages
	68. Embed an equity officer in the EDC to drive investment in southern Dallas and other underserved communities.	EDC	OED	In Progress: Early Stages
Partner with private sources of capital – including philanthropic organizations and financial institutions – through a shared commitment to Southern Dallas investment.	69. Create and empower EDC as owner of key partnerships.	MCC	N/A	In Progress: Early Stages
Leverage a diverse range of commercial and industrial development opportunities in all areas of the city to meet 10-year demand for business growth.	70. Facilitate the creation of development plans, site improvements and infrastructure needs, for large-scale opportunities as directed by the City Council.	OED	EDC, DSD, PUD, PBW	Continual Effort; No End Date
Leverage a diverse range of commercial and industrial development opportunities in all areas of the city to meet 10-year demand for business growth.	71. Analyze and improve development review and permitting processes to encourage predictability and efficiency.	DSD	N/A	In Progress: Middle Stages
	72. Create an infrastructure fund to make strategic investments that stimulate private investment in distressed areas.	OED	EDC	Adopted by Council
Support the region's urban core to be welcoming and inclusive for all residents, works, and visitors by continuing the growth and development of Downtown and other central neighborhoods.	73. Identify public-private redevelopment opportunities with landowners to support workforce housing and mixed-use development in underutilized properties.	OED	N/A	Continual Effort; No End Date



# Appendix (cont.)



## SMALL BUSINESS & MWBE

**Goal:** Dallas will build a robust, equitable economy by prioritizing small business growth and expanding family-sustaining wages and employment opportunities.

**Supporting Plans:** Racial Equity Plan, Administrative Directive 4-05 (Contracting Standards & Procedures) Interim, Business Inclusion and Development Policy, Strategic Economic Development Plan, Mentor Protégé Program, Accelerators Pilot Program, ForwardDallas Comprehensive Land Use Plan (as updated), Economic Incentives (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Focus resources and access to capital to grow small businesses and support entrepreneurs in high-opportunity and underserved areas.	74. Conduct outreach to businesses in underserved communities to understand and identify what resources are necessary to support small businesses growth and expansion.	SBC	DSD	In Progress: Middle Stages
	75. Investigate lending landscape to identify gaps in access to capital for small businesses and make recommendations to expand venture capital attraction through a fund-to-fund capital source.	SBC	N/A	In Progress: Early Stages
Develop an M/WBE policy and program that increases the utilization of M/WBEs in agency procurements and builds capacity among the minority-owned business community.	76. Assess historic performance of M/WBE participation.	SBC	N/A	In Progress: Nearing Completion
	77. Update M/WBE policy and program.	SBC	N/A	In Progress: Middle Stages
	78. Study barriers to participation with targeted outreach.	SBC	N/A	In Progress: Early Stages
Increase the capacity of and create opportunities for minority-owned contractors and real estate developers in Dallas.	79. Create an emerging M/WBE bonding initiative to support capacity building for minority contractors of color to strengthen their ability to participate in construction and development related projects.	SBC	PBW, OEQS, BCM, DSD	In Progress: Early Stages
	80. Create mentorship and partnership programs for minority-owned companies.	SBC	N/A	In Progress: Nearing Completion
	81. Convene minority-owned development companies to identify barriers.	SBC	N/A	Continual Effort; No End Date
	82. Design and deploy incentives and financial subsidies to increase minority-owned and women-owned business participation.	SBC	N/A	In Progress: Nearing Completion
Encourage small business growth and expansion in infill locations at the neighborhood level.	83. Review land use policies through ForwardDallas Comprehensive Land Use Plan update to support job creation at the neighborhood level in tandem with redevelopment efforts of aging commercial centers.	PUD	SBC, DSD	In Progress: Nearing Completion





# Appendix (cont.)



## WORKFORCE DEVELOPMENT

**Goal:** Dallas will invest in, incentivize, and support workforce development and training efforts that promote access to good paying jobs in emerging and stable industries.

**Supporting Plans:** Racial Equity Plan, Business Inclusion and Development Policy, Strategic Economic Development Plan, ForwardDallas Comprehensive Land Use Plan (as updated), Economic Incentives (as updated)

Outcome	Action	Lead Department	Supporting Department(s)	Current Status
Grow Dallas' labor force by aligning workforce training efforts with emerging and stable sectors to attract key industries to Dallas	<b>84.</b> Explore sources of funding to support workforce development needs, such as securing new grants, working with community colleges, and developing new partnerships.	SBC	OED	In Progress: Middle Stages
	<b>85.</b> Conduct outreach and collect data to understand employment trends and needs on an annual basis.	SBC	OED, EDC	In Progress: Early Stages
	<b>86.</b> Manage partnerships with high schools, higher education institutions, workforce development providers and anchor institutions.	SBC	OED	In Progress: Early Stages





# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-97

**Item #:** D.

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Quarterly Update on Incentives Awarded via Administrative Action  
[Robin Bentley, Director, Office of Economic Development]

# Memorandum



DATE January 9, 2024

CITY OF DALLAS

Honorable Members of the City Council Economic Development Committee: Tennell  
TO Atkins (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Adam Bazaldua, Paul  
Ridley, Kathy Stewart, Chad West

SUBJECT **Quarterly Update on Incentives Awarded via Administrative Action**

On January 25, 2023, the City Council approved an amended City of Dallas Economic Development Policy and approved a new Economic Development Incentive Policy. The Incentive Policy allows for certain incentive awards to be made by Administrative Action, rather than by City Council Resolution. These include:

1. As-of-Right Tax Abatements for certain projects in Target Areas
2. Incentive offers valued at or below \$1 million for projects in Target Areas
3. Incentive offers valued at or below \$1 million that are made to M/WBE developers or community developers throughout the city

The Incentive Policy specifies that the Office of Economic Development will update the Economic Development Committee via a quarterly memo summarizing incentives awarded by Administrative Action under these three programs. This memo is the second such quarterly update. One Community Development Incentive under \$1 million has been executed via Administrative Action and is described on the attachment hereto.

Should you have any questions, please contact Robin Bentley, Director, Office of Economic Development, at [robin.bentley@dallas.gov](mailto:robin.bentley@dallas.gov) or 214.670.1685.

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

Majed A. Al-Ghafry, P.E.  
Assistant City Manager

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

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

**Bonton Farms Health and Wellness Center Project**  
**Community Development Incentive \$1M or Below**  
**Summary**

**Applicant:** CityBuild Community Development Corporation  
Gabe Madison, Authorized Representative

**Property:** 6407 Carleton Garret, Dallas, TX 75215; approximately 11,000 sq. ft. building to be constructed (City Council District 7)

**Project Scope:** New ground-up construction of a health and wellness center for preventative healthcare, financial literacy and education services, office space, and a community meeting room. The estimated total project cost of \$5.2M includes the following:

- a. Land acquisition cost: \$50K (Land Bank Parcels);
- b. Estimated hard construction costs: \$4.1M;
- c. Estimated Furniture, Fixtures and Equipment: \$350K; and
- d. Estimated soft costs: \$637K

**Minimum Investment Requirement:** Owner shall invest a minimum of \$4.1M in (a) hard construction and development costs and (b) construction and development related soft costs.

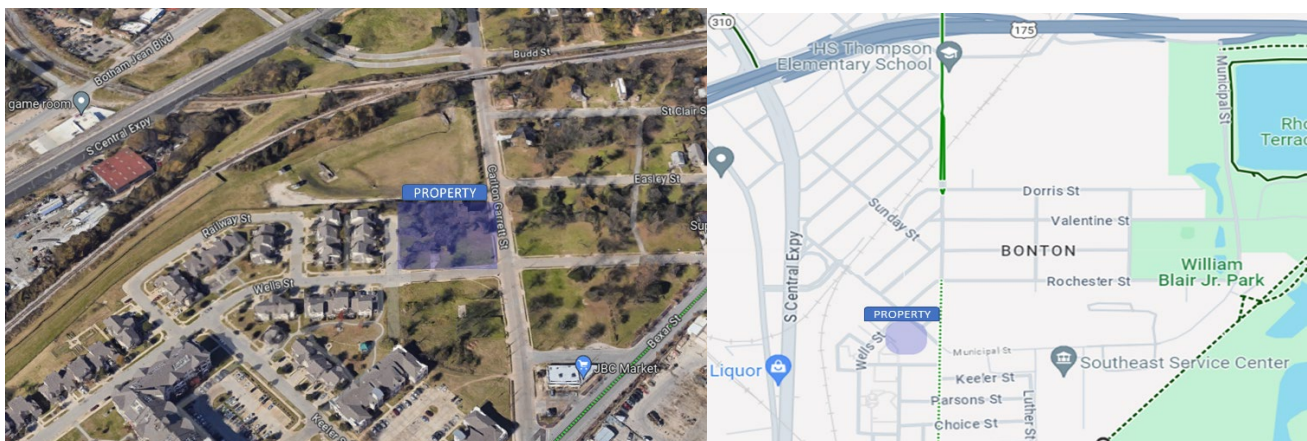
**M/WBE Good Faith Effort Participation Goal:** 32%

**Community Development Incentive:** A conditional community development grant of \$850k to be paid as a reimbursement for eligible expenses.

**Conditional Grant Requirements:** The following service must be provided for seven (7) years: routine primary care, nonemergent medical services for adult and/or pediatric populations on-site at least two (2) times per week or a minimum of 100 days per year; 18 community event space rentals annually (nominal (less than \$100) or free rent; three (3) business financial literacy/small business workshops per year, three (3) personal financial literacy and personal budget workshops per year, and, two (2) health and wellness community/fair events.

**Estimated project completion date:** January 1, 2026

**Community Development Incentive:** Executed 12/13/2023(AA 23-6671)





# City of Dallas

1500 Marilla Street  
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Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-98

**Item #:** E.

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Update on South Dallas Investment Fund Grant - LaShell's Furniture and Décor (2454 W. Kiest Blvd.)  
[Joyce Williams, Director, Small Business Center]

# Memorandum



CITY OF DALLAS

DATE January 9, 2024

TO Honorable Members of the City Council Economic Development Committee: Tennell Atkins, (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Adam Bazaldua, Paul Ridley, Chad West, Kathy Stewart

SUBJECT **Update on South Dallas Investment Fund Grant - LaShell's Furniture and Décor (2454 W. Kiest Blvd.)**

The purpose of this memorandum is to provide an update on the economic development grant agreement between Lashell's Furniture and Décor, LLC, a small business retail owner located at 2454 W. Kiest Boulevard, Dallas, Texas 75233, and City of Dallas for the purpose of economic growth in southern Dallas.

Southern Dallas Investment Fund (SDIF). Funding for this program was authorized to promote economic development throughout the city, provide grants of bond proceeds for private commercial, industrial, retail, residential/mixed-use development, neighborhood revitalization projects, and mixed income development under Ordinance 30554 Proposition I for \$2,500,000 in general obligation bond funding.

The SDIF grant funds are awarded to support construction costs in the amount of \$65,969.00. The owner is providing \$7,330.00 for capitalized costs. The total project cost is \$73,299.00. The workforce impact includes two part-time and one full-time employee from the local community.

Should you have any questions or concerns, please contact me or Joyce Williams, Director, Small Business Center at [joyce.williams@dallas.gov](mailto:joyce.williams@dallas.gov).

A handwritten signature in black ink, appearing to read 'Kimberly Bizer Tolbert'.

Kimberly Bizer Tolbert  
Deputy City Manager

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

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



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-99

**Item #:** F.

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Update on American Rescue Plan Act grants - Small Business Assistance Microgrants

[Joyce Williams, Director, Small Business Center]

# Memorandum



CITY OF DALLAS

DATE January 9, 2024

Honorable Members of the City Council Economic Development Committee: Tennell Atkins, (Chair), Omar Narvaez (Vice Chair), Carolyn King Arnold, Adam Bazaldua, Paul Ridley, Chad West, Kathy Stewart

SUBJECT **Small Business Assistance – Microgrant Program**

The purpose of this memorandum is to share the program statement for the Small Business Assistance – Microgrant Program funded with a one-time allocation of \$250,000 through the American Rescue Plan Act (ARPA).

The City of Dallas continues to see significant demand from small and minority businesses seeking assistance from financial institutions and governmental agencies to close gaps for employee payroll, financial sustainability, and other essential operating costs in underserved communities impacted by or during the COVID-19 pandemic.

To close the gaps, the City of Dallas will provide financial support through the Small Business Microgrants Program to Dallas-based small businesses to mitigate financial impact and stimulate economic activities by enabling small businesses to remain operational, rehire or hire employees, and promote overall economic stability and viability.

This program will focus on small businesses that fall outside the current Southern Dallas Investment Fund target area, and provide funding to assist with one-time rental assistance, staffing, utilities, and other related operational expenses. The microgrants will be available through an application process administered by the Small Business Center beginning February 26, 2024.

Should you have any questions or concerns, please contact me or Joyce Williams, Director, Small Business Center at [joyce.williams@dallas.gov](mailto:joyce.williams@dallas.gov).

A handwritten signature in black ink that reads "Kimberly Bizzor Tolbert".

Kimberly Bizzor Tolbert  
Deputy City Manager

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
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Majed A. Al-Ghafry, Assistant City Manager  
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Dr. Robert Perez, Assistant City Manager  
Carl Simpson, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors





# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

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**File #:** 24-100

**Item #:** G.

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Economic Development Committee Proposed 2025 Legislative Priorities

[Tennell Atkins, Chairman, Economic Development]

# Memorandum



CITY OF DALLAS

DATE January 9, 2024

TO Honorable Chair and Members of the Ad Hoc Committee on Legislative Affairs

SUBJECT **Economic Development Committee Proposed 2025 Legislative Priorities**

As the City of Dallas prepares for the 89th Texas Legislature and 119th Congress, both set to convene in 2025, the Economic Development Committee worked with the Office of Government Affairs and stakeholders to develop the City's legislative programs for consideration by the City Council.

Preliminary legislative priorities pertaining to economic development include:

- Support property tax relief for Dallas residents. **(State)**
- Expand business opportunities to grow the tax base and generate revenue streams for city priorities, including but not limited to authorization, licensing, and regulation of casino gaming and sports wagering in this state. **(State)**
- Ensure project delivery processes serving residents and industry are effective and transparent. **(State)**
- Strengthen Dallas' workforce development pipeline and support the growth of small business enterprises. **(Both)**
- Continue to broadband service as a critical utility. **(Both)**

In addition to the items above, we urge legislative efforts include maintaining existing funding streams at both the state and federal levels.

We know additional items may arise between now and the start of the next legislative session, and we understand City Councilmembers can bring forward items as desired through the Ad Hoc Committee on Legislative Affairs at any time.

Should you have any questions or comments, please contact Carrie Rogers, Director of Government Affairs, at [Carrie.Rogers@dallas.gov](mailto:Carrie.Rogers@dallas.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tennell Atkins', written over a white background.

Tennell Atkins  
Chairman, Economic Development  
Councilmember – District 8

c: T.C. Broadnax, City Manager  
Tammy Palomino, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary

Majed A. Al-Ghafry, Assistant City Manager  
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Dr. Robert Perez, Assistant City Manager  
Carl Simpson, Assistant City Manager

DATE January 5, 2024  
SUBJECT **Economic Development Committee Proposed 2025 Legislative Priorities**  
PAGE **2 of 2**

Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Deputy City Manager  
Jon Fortune, Deputy City Manager

Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Carrie Rogers, Director, Office of Government Affairs  
Directors and Assistant Directors