

# Memorandum



DATE September 13, 2013

TO Members of the Economic Development Committee:  
Tennell Atkins, (Chair), Rick Callahan, (Vice-Chair), Jerry R. Allen, Scott Griggs,  
Adam Medrano, Lee Kleinman

SUBJECT **Business Assistance Centers - September 25, 2013 Council Agenda**

At the September 25<sup>th</sup> City Council meeting, you will be asked to consider an item related to the Business Assistance Center (BAC) program that is funded by Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds. The item takes three actions: 1.) to authorize the second twelve month renewal option with organizations that currently manage and operate seven of the eight operating BACs, 2.) to authorize the cancellation of the contract and second renewal option with Greater Dallas Indo American Chamber of Commerce (GDIACC) (BAC #8) located at 2750 West Northwest Highway and 3.) replace the GDIACC with another organization to provide Business Assistance Center services.

On July 10, 2013, the Greater Dallas Indo-American Chamber of Commerce (GDIACC) notified the City that it was not going to continue with the BAC program thereby, based on the procurement process of 2011 for "microenterprise development technical assistance via a Business Assistance Center programs," the next qualified agency to replace GDIACC, is CEN-TEX Certified Development Corporation dba Business Community Lenders of Texas (BCL of Texas). It should be noted that BCL of Texas was previously qualified; however, due to funding constraints, only 8 centers were eligible. With funding for FY13-14 only being available to 8 BAC centers, the departure of GDIACC now makes funding possible for BCL of Texas.

BCL maintains a twenty-three year working history with the SBA and has received designation by the SBA as a Small Business Technical Assistance Provider and Microenterprise Lender, and has had experience in providing business technical assistance and coaching since 2006. Their team is trained in business development technical assistance through the Kaufman Foundation, Association for Enterprise Opportunity (AEO). They are also specialized in business financial credit analysis and business loan underwriting through the Independent Bankers Association of Texas (IBAT), National Association of Development Companies (NADCO), Neighbor Works America (NW) and the National Development Council (NDC). BCL of Texas has had a presence in Dallas since 2008 and has been looking for an opportunity to expand their business development technical assistance operations in Dallas.

We recommend approval of this item at the September 25<sup>th</sup>, 2013 City Council Meeting.

## **FISCAL INFORMATION**

\$640,000 - 2013-14 Community Development Block Grant Funds

**OWNER(S)**

**Greater Dallas Hispanic Chamber of Commerce (GDHCC) - Maple**  
Ricardo Ortiz, President

**South Dallas Fair Park Innercity Community Development Corporation (ICDC)**  
Diane Ragsdale, President

**Greater Dallas Hispanic Chamber of Commerce (GDHCC) - West Dallas**  
Ricardo Ortiz, President

**Greater Dallas Hispanic Chamber of Commerce (GDHCC) - Oak Cliff**  
Ricardo Ortiz, President

**Business Assistance Center, Inc.**  
Van Howard, President

**Greater Dallas Asian American Chamber of Commerce /  
Multi-Ethnic Education and Economic Development Center (MEED)**  
Galileo Jumaoas, President

**Organization of Hispanic Contractors Association  
dba Regional Hispanic Contractors Association**  
John H. Martinez-D, President

**CENT-TEX Certified Development Corporation doing business as Business &  
Community Lenders (BCL) of Texas**  
Rosa Valdez, General Manager/Executive Director

**MAP**  
Attached.

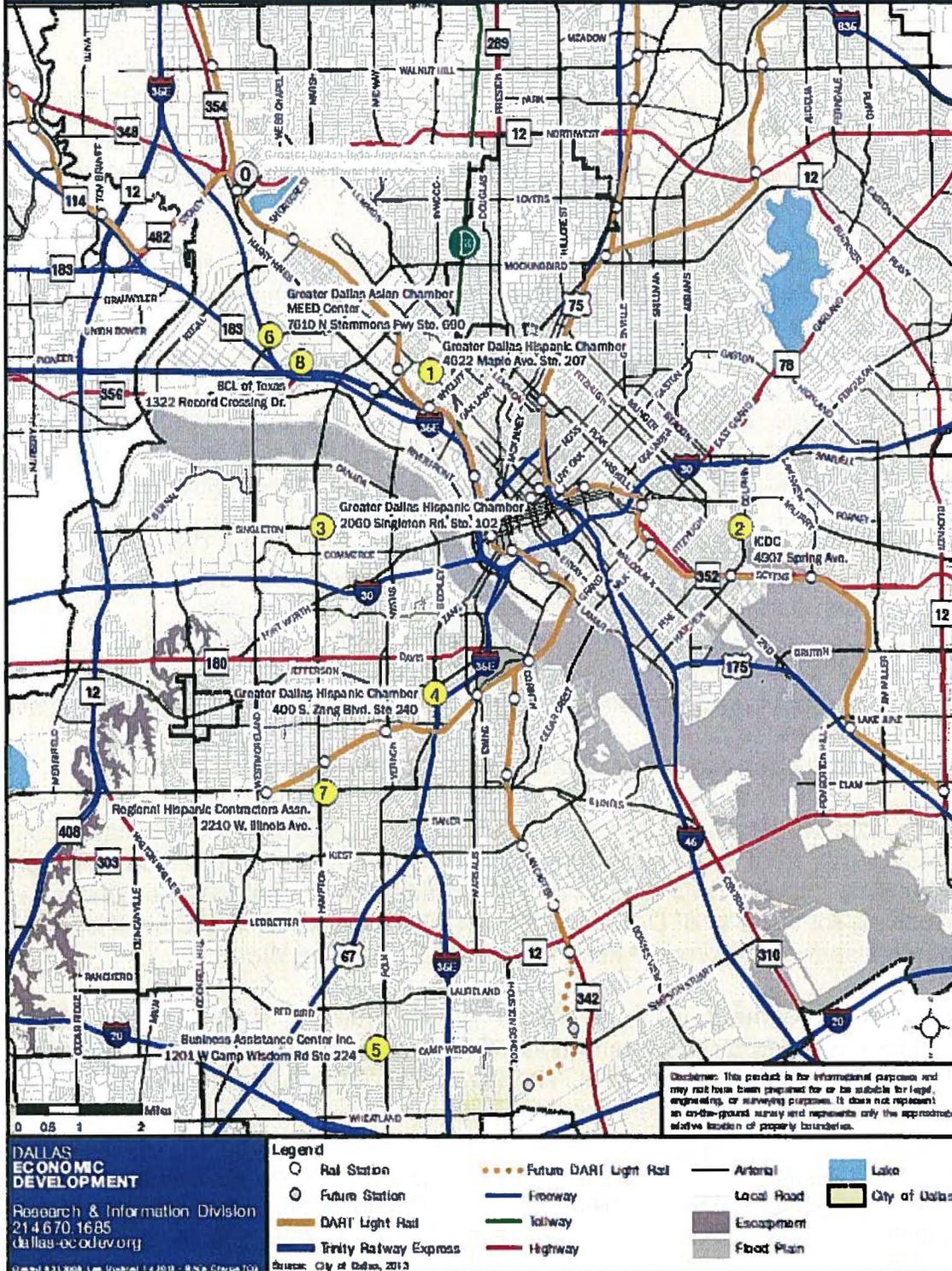
Should you have any questions, please contact me at (214) 670-3296.



Ryan S. Evans  
Interim First Assistant City Manager

C: The Honorable Mayor and Members of the City Council     Jeanne Chipperfield, Chief Financial Officer  
A.C. Gonzalez, Interim City Manager     Frank Libro, Public Information Officer  
Warren M. S. Ernst, Interim City Attorney     Karl Zavitkovsky, Director, OED  
Judge Daniel F. Solis, Administrative Judge     J Hammond Perot, Asst. Director, OED  
Rosa A. Rios, City Secretary     Elsa Cantu, Assistant to the CMO  
Craig D. Kinton, City Auditor  
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Forest E. Turner, Assistant City Manager  
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Theresa O'Donnell, Interim Assistant City Manager

# Dallas Business Assistance Centers (Proposed 2013-14)



# Memorandum



DATE September 13, 2013

TO Tennell Atkins (Chair), Rick Callahan (Vice Chair), Scott Griggs, Adam Medrano, Jerry R. Allen, Lee Kleinman

SUBJECT **World Affairs Contract renewal Upcoming Agenda Item for September 25, 2013**

At the September 25th Council meeting, you will consider an agenda item to authorize the third of four 12-month renewal options to the grant agreement with the World Affairs Council of Dallas / Fort Worth (WAC/DFW) for economic development and protocol services for FY 2013-14 in the amount of \$250,000.

In February 2003, the City entered into a series of grant agreements for economic development and protocol services with the World Affairs Council of Dallas/Fort Worth. The World Affairs Council of Dallas/Fort Worth's responsibilities include:

- Supporting the International Business Division of the Office of Economic Development to promote foreign investment and attract foreign companies to Dallas, particularly in the southern sector
- Working with the office of the Mayor, City Council Members and City officials to market Dallas to the international community and provide protocol and logistical support for international delegations visiting Dallas
- Managing the Sister Cities International Program

For the past ten years, the World Affairs Council of Dallas/Fort Worth has received annual grants from the City to fund the City of Dallas Protocol office. The grant agreements stipulated funding to pay for salaries of two full time persons to work exclusively for the City of Dallas, plus a portion of the salaries and overhead of the executive staff of the World Affairs Council of Dallas/Fort Worth.

The grant agreement with the World Affairs Council of Dallas/Fort Worth is currently managed by the International Business Development Division within the Office of Economic Development. The third term of the contract, with four renewal options, will expire on September 30, 2013.

The grant agreement also measures economic development criteria such as promoting business referrals from targeted trading partners; providing logistical and technical assistance to business-related inbound delegations and supporting partnership events such as trade workshops. Furthermore, the World Affairs Council of Dallas/Fort Worth committed approximately \$137,000 in Fiscal Year 2013 in private sector funding and in-kind support for City of Dallas economic development and protocol activities. The goal is to leverage this agreement to

create more synergy with economic development programs and priorities, with the ultimate objective to encourage more international companies to move to Dallas, thereby creating a higher tax base and more jobs.

A restricted fund, the "Mayor's International Relations Fund", was established in 2009 under the World Affairs Council's (WAC) 501(c)3 charter. WAC will seek to capitalize the "Mayor's International Relations Fund" by membership contributions with an annual fund raising goal of \$35,000, to support international initiatives, protocol activities, hospitality, and business development. This amount was raised in FY13.

The renewal amount for FY 2013-14 is \$250,000 which is appropriated in the Capital Budget, Economic Development, Public/Private Partnership Fund (\$200,000) and in General Fund (\$50,000).

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



Ryan S. Evans  
Interim First Assistant City Manager

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Warren M. S. Ernst, Interim City Attorney  
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Frank Libro, Public Information Officer  
Karl Zavitkovsky, Director, Office of Economic Development  
J. Hammond Perot, Assistant Director, Office of Economic Development  
Elsa Cantu, Assistant to the City Manager – Mayor and Council

# Memorandum



DATE September 13, 2013

TO Members of the Economic Development Committee:  
Tennell Atkins (Chair), Rick Callahan (Vice Chair), Scott Griggs, Adam Medrano,  
Jerry R. Allen, Lee Kleinman

SUBJECT **Adoption of 2012 International Construction Codes**

## **Background**

Staff briefed the City Council Economic Development Committee on the proposed adoption of the 2012 construction codes on September 3, 2013. At that briefing the Committee directed staff to check with individual councilmembers to see if they had any follow up questions on the adoption of the codes.

Adoption of the 2012 International Construction Codes includes the following codes with regional and local amendments:

- 2012 International Plumbing Code
- 2012 International Mechanical Code
- 2012 International Fuel Gas Code
- 2012 International Residential Code
- 2012 International Building Code

The adoption of the codes also include amendments to Chapter 52, "Administrative Procedures for the Construction Codes," to implement the codes. When considering the International Construction Codes, the City of Dallas Building Inspection Advisory, Examining and Appeals Board also considered local regulations on the reflectivity of exterior building materials. The Economic Development Committee concurred with city staff that any regulations on reflectivity should be considered independently of adoption of the 2012 construction codes. Staff is working with interested stakeholders to establish a working group to consider the reflectivity issue separately.

## **Staff**

David Cossum, Interim Director, Sustainable Development and Construction  
Larry Holmes, Chief Building Official

Adoption of the 2012 International Construction Codes  
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**Recommendation**

Staff recommends approval of adopting the International Construction Codes as presented to the Economic Development Committee at their September 3, 2013 meeting. Please contact me if you have any questions at 214-670-3309.



Theresa O'Donnell  
Interim Assistant City Manager

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Judge Daniel Solis, Administrative Judge Municipal Court  
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# Memorandum



DATE September 13, 2013

TO Members of the Economic Development Committee: Tennell Atkins (Chair), Rick Callahan (Vice Chair) Jerry R. Allen, Scott Griggs, Adam Medrano, Lee Kleinman

SUBJECT **Amendment to Development and Operating Agreement (Cypress Waters MMD), September 25, 2013 Council Agenda**

This item represents the next steps in the establishment and operation of the Cypress Waters Municipal Management District (CWMMD), which was created to support the Cypress Waters TIF District, near LBJ Freeway (I-635) and Belt Line Road, within City of Dallas boundaries. In 2011, the developer, Billingsley Development Corporation (Billingsley Company) began to develop 948 acres around North Lake, a 362 acre lake. Leasing has begun on the first phase of the multi-family portion of the development, and several units are occupied. The first phase of multi-family construction is due to be completed in 2014. In addition, the next phase of infrastructure construction has begun. Cypress Waters Boulevard and Saintsbury Street are estimated to be completed in December 2013.

On September 3, 2013, the Cypress Waters MMD board called a hearing to be held on October 10, 2013 to consider the following additions, exclusions, and boundary redefinitions, all of which require Council approval:

#### Additions to the CWMMD:

- Include several sites previously intended to be drilling sites. These sites were owned by Luminant Generation Co LLC and as such were specifically excluded from the CWMMD. They have recently been purchased by Trammell Crow Company No. 43, Ltd. (a company related to Billingsley Company).

#### Exclusions from the CWMMD:

- Exclude several parcels on the northeast and southeast sides of the district that are planned for single family development.
- Exclude several properties that are intended to continue to be under the future water line of the lake.
- Exclude one site to be owned by Coppell ISD that is planned as the potential location of a future middle school.

#### Boundary redefinitions:

- The metes and bounds legal description of the proposed boundary of the entire CWMMD will reflect small corrections to the survey work previously submitted. The changes are necessary to improve accuracy.

These actions require an amendment to the partial development and operating agreement between the City and the Cypress Waters MMD previously authorized on April 24, 2013.

These modifications do not authorize the MMD to expend or raise money. Any other potential Cypress Waters MMD activity requiring City approval, including building public improvements, levying taxes, and issuing bonds will require an amendment to the development and operating agreement and future specific Council action.

At its meeting on August 23, 2013, the board of directors of the CWMMMD adopted an order calling an election to be held November 5, 2013 to submit propositions to the voters within the boundaries of the CWMMMD authorizing the future issuance of road and utility bonds. If the CWMMMD board wishes to issue such bonds, such issuance would require specific future Council approval of both the general terms and the final terms of the issuance. The CWMMMD board is not requesting this approval from the Council at this time.

The CWMMMD was created by a special act of state legislature codified as Special District Local Laws Code, Chapter 3874 on June 19, 2009, to promote development and redevelopment in the CWMMMD. The operating and maintenance agreement was authorized by Council on April 24, 2013.

The final build out of Cypress Waters includes 10,000 residential units, 4 million square feet of commercial space, and an estimated 150,000 square feet of pedestrian-oriented retail space.

### Staff

Karl Stundins, Manager, Area Redevelopment  
Pam Thompson, Economic Development Analyst

### Recommendation

Staff recommends City Council approval of the item. Should you have any questions, please contact me at (214) 670-3296.



Ryan S. Evans  
Assistant City Manager

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