

# Memorandum



CITY OF DALLAS

DATE September 28, 2018

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

SUBJECT **Housing Policy Taskforce Briefing**

On Monday, October 1, 2018, the Economic Development and Housing Committee will be briefed on updates regarding the Housing Policy Taskforce.

## Summary

When the Dallas City Council adopted the Comprehensive Housing Policy, it approved both the design of a Housing Policy Taskforce (“Taskforce”) and the recommended chairpersons and co-chairpersons for the Taskforce. This memorandum and the accompanying briefing serve to provide an update regarding the work of the Taskforce since its creation in May and the future plans for the Taskforce.

## Background

On May 9, 2018, via Resolution 180704, the Dallas City Council adopted a comprehensive housing policy that provides for the creation and preservation of housing throughout Dallas serving families at 30% to 120% of Dallas Area Median Income; sets annual housing production goals for the next three years; designates Reinvestment Strategy Areas to achieve the production goals; and creates or modifies housing-related programs, tools and strategies that align with the goals of the comprehensive housing policy.

Additionally, in the same Resolution, the Dallas City Council approved both the design of a Housing Policy Taskforce that would assist with the implementation of the Comprehensive Housing Policy and the recommended chairpersons and co-chairpersons for the Taskforce. Each committee is chaired by a volunteer appointee from the private sector who has relevant and substantial experience working in the design, development, construction, marketing or finance of housing and co-chaired by executive-level City staff members who provide staff support to each committee.

The Taskforce is composed of the following committees with the following chairpersons:

- **Steering:** Chairperson Bill Hall and Co-Chairperson *vacant*
- **Marketing:** Chairperson Romeo Arrieta and Co-Chairperson David Noguera
- **Development:** Chairperson Linda McMahon, Chairperson Phil Crone and Co-Chairperson David Cossum
- **Infrastructure:** Chairperson Jim Knight and Co-Chairperson Mike Rogers
- **Neighborhood Quality of Life:** Chairperson Valerie Wilson and Co-Chairperson Maureen Milligan.

DATE September 26, 2018  
SUBJECT Housing Policy Taskforce Briefing

Additionally, so that the committees are primed to support the implementation of the comprehensive housing policy, each committee has “mandatory” members who are representatives from private and public sector entities whose activities have significant impact on the creation and preservation of affordable housing. The full list of mandatory members is attached as Exhibit A.

Along with the mandatory members of each committee, any member of the public who chooses to regularly attend the meetings may consider themselves a member of a committee. This “open” form of membership was a deliberate design component of the Taskforce so that the City could build upon the significant public participation that occurred during the development of the comprehensive housing policy.

In order to encourage committee participation from a broad and diverse segment of the public, staff from the Department of Housing and Neighborhood Revitalization and Taskforce chairpersons engage in the following marketing efforts: staff post a calendar of scheduled meetings and meeting agendas at <http://www.dallashousingpolicy.com>, staff schedule meetings at facilities that offer free parking and accessible meeting space, staff send out meeting notices to a large list of individuals who have asked to be notified of Housing Taskforce meetings and other housing-related news, and the chairpersons of each committee conduct outreach within their broad professional networks.

Beginning in July 2018, subcommittees began holding monthly meetings. On average, meetings have been attended by 10-25 individuals. During the first meeting of each committee, Taskforce chairpersons and co-chairpersons focused primarily on discussing the broad goals of the comprehensive housing policy, discussing the individual goals of the committees, identifying existing barriers to the creation and preservation of affordable housing, and learning more about housing-related programs that are already being developed or revamped. Subsequently, committees have requested and received briefings on topics such as the State of Texas Qualified Allocation Plan (QAP), incentive zoning, the Dallas Urban Demonstration Land Bank program, shared access development, and existing and proposed state legislation related to housing.

### Issue

Now that most Taskforce committees have held initial committee meetings, the Chairperson of the Steering Committee and the Director of the Department of Housing and Neighborhood Revitalization are working together to ensure that the Taskforce continues to achieve its goal of engaging a broad segment of the public in guiding the implementation of the Housing Policy. Potential process improvements include developing Taskforce policies and procedures related to how the Taskforce provides formal input and policy recommendations to the City, ensuring that committee chairpersons regularly communicate so that committees are not duplicating efforts or working at cross-purposes, and reevaluating whether additional subcommittees should be created to address specialized topics.

DATE September 26, 2018  
SUBJECT Housing Policy Taskforce Briefing

Next Steps

The Steering Committee will meet on October 8, 2018 with me to develop short- and long-term goals.



David Noguera  
Director of Housing and Neighborhood Revitalization

c: Chris Caso, City Attorney (I)  
Craig Kinton, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer  
M. Elizabeth Reich, Chief Financial Officer  
Directors and Assistant Directors

## EXHIBIT A

### SECTION 8.

1. The Dallas Housing Policy Taskforce will report to the Economic Development and Housing Committee.
2. Combine function and expertise:
  - a. Steering Committee: Made up of all chairs and co-chairs of the other committees. The Chair of each committee is an external partner with industry expertise and the co-chair is a City Staff person who will provide the internal administrative support.
    - i. Chair: Bill Hall, retired CEO Habitat, Co-Chair: Raquel Favela, Chief of Economic Development & Neighborhood Services
  - b. Development Process Committee: Works with the Department of Sustainable Development and Construction (SDC) to review the development process and zoning requirements for single-family (SF) and multi-family (MF) developments and recommends changes to the development code.
    - i. Chair: Phil Crone & Linda McMahon, Co-Chair: David Cossum
    - ii. Consists of at least one SDC staff person, Department of Housing and Neighborhood Revitalization (H&NR) staff person, Planning & Urban Design (P&UD) staff person (2), Builders Association representative, Texas Real Estate Council (TREC), and all interested builders.
  - c. Infrastructure Committee: Oversees planning and installation of infrastructure components; deals with infrastructure-related issues.
    - i. Chair: Jim Knight, Co-Chair: Mike Rogers
    - ii. Consists of at least one H&NR staff person, at least one Public Works (PW) staff person, Dallas Water Utilities (DWU), utility service providers, Texas Department of Transportation (TxDOT), Dallas Area Rapid Transit (DART), etc.
  - d. Marketing and Finance Committee: Works with all housing providers to develop a one-stop resource for housing resources to provide information to buyers and renters.

COUNCIL CHAMBER

180704

May 9, 2018

- i. Chair: Romeo Arrieta, Co-Chair: David Noguera
  - ii. Membership must include: Dallas Housing Finance Corporation (DHFC) – Board Chair or designee (1), Community Development Commission (CDC) – Board Chair or designee, Dallas Development Fund (DDF) – Board Chair (1), Community Reinvestment Act (CRA) Lenders
  - iii. Consists of at least one H&NR staff person, at least one Metrotex, Lender, and Community Development Finance Institution (CDFI) representative
- e. Neighborhood Quality of Life Committee: Works to review all state and federal policy recommendations related to housing, including, but not limited to, tax credit Qualified Allocation Plan.
- i. Chair: Valerie Williams, Co-Chair: Maureen Milligan
  - ii. Membership must include: Dallas Housing Authority (DHA) – Board Chair and President (2), each Certified Community Housing Development Organization (CHDO) – Respective Board Chair and CEO or designee (5), Legal Aid Groups (3)
3. Committees will meet monthly and Taskforce will meet quarterly.
4. Taskforce will report quarterly to committee, beginning in Sept 2018.
5. Meetings will be open to the public.



# Housing Policy Taskforce Update

**Economic Development and Housing  
Committee Meeting  
October 1, 2018**

**David Noguera, Director  
Housing and Neighborhood Revitalization  
City of Dallas**

**Bill Hall, Chairperson  
Housing Policy Taskforce Steering  
Committee**



# Summary

- Dallas City Council adopted the Comprehensive Housing Policy and created the Housing Policy Taskforce on May 9, 2018.
- Council approved both the design of the Taskforce and the recommended chairpersons and co-chairpersons for the Taskforce.

# Background

## Summary of Comprehensive Housing Policy

- provides for the creation and preservation of housing throughout Dallas serving families at 30% to 120% of Dallas Area Median Income;
- sets annual housing production goals for the next three years;
- designates Reinvestment Strategy Areas to achieve the production goals; and
- creates or modifies housing-related programs, tools and strategies that align with the goals of the comprehensive housing policy.

3



# Background – cont'd

## **Purpose of the Housing Policy Taskforce**

- to facilitate an ongoing public input process regarding the creation and preservation of affordable housing and to provide strategic guidance regarding the implementation of the Comprehensive Housing Policy



# Background – cont'd

## **Leadership of the Taskforce:**

**Steering:** Chairperson Bill Hall and Co-Chairperson *vacant*

**Marketing:** Chairperson Romeo Arrieta and Co-Chairperson David Noguera

**Development:** Chairperson Linda McMahon, Chairperson Phil Crone and Co-Chairperson David Cossum

**Infrastructure:** Chairperson Jim Knight and Co-Chairperson Mike Rogers

**Neighborhood Quality of Life:** Chairperson Valerie Wilson and Co-Chairperson Maureen Milligan.

5



# Background – cont'd

## Specific focus areas for each committee:

- **Development Process:** Works with the Department of Sustainable Development and Construction (SDC) to review the development process and zoning requirements for single-family (SF) and multifamily (MF) developments and recommends changes to the development code.
- **Infrastructure:** Oversees planning and installation of infrastructure components; deals with infrastructure-related issues.
- **Marketing and Finance:** Works with all housing providers to develop a one-stop resource for housing resources to provide information to buyers and renters.
- **Neighborhood Quality of Life:** Works to review all state and federal policy recommendations related to housing, including, but not limited to, tax credit Qualified Allocation Plan.

6



# Background – cont'd

## Committee membership:

- each committee has “mandatory” members who are representatives from private and public sector entities whose activities have significant impact on the creation and preservation of affordable housing.
- any member of the public who chooses to regularly attend the meetings may consider themselves a member of a committee.

# Background – cont'd

## Public Outreach

- staff post a calendar of scheduled meetings and meeting agendas at <http://www.dallashousingpolicy.com>,
- staff schedule meetings at facilities that offer free parking and accessible meeting space,
- staff send out meeting notices to a large list of individuals who have asked to be notified of Housing Taskforce meetings and other housing-related news, and
- the chairpersons of each committee conduct outreach within their broad professional networks.

8



# Background – cont'd

## Initial work of the Taskforce

- Some committees began meeting in July 2018,
- Average attendance has ranged from 10-25 individuals,
- Committees have discussed or received briefings on topics such as incentive zoning, the Dallas Urban Demonstration Land Bank program, legislative issues, the Qualified Allocation Plan (QAP) and shared access development.



# Issue

- Chairperson of the Steering Committee and the Director of the Department of Housing and Neighborhood Revitalization are working together to ensure that the Taskforce continues to achieve its goals
- Potential process improvements include:
  - developing Taskforce policies and procedures related to how the Taskforce provides formal input and policy recommendations to the City,
  - ensuring that committee chairpersons regularly communicate so that committees are not duplicating efforts or working at cross-purposes, and
  - reevaluating whether additional subcommittees should be created to address specialized topics.



# Next Steps

- The Steering Committee will meet on October 8, 2018 with the City Manager to develop short- and long-term goals.
- Committees will continue to meet on a monthly basis and will provide strategic guidance regarding the implementation of the Comprehensive Housing Policy.



# Housing Policy Taskforce Update

**Economic Development and Housing  
Committee Meeting  
October 1, 2018**

**David Noguera, Director  
Housing and Neighborhood Revitalization  
City of Dallas**

**Bill Hall, Chairperson  
Housing Policy Taskforce Steering  
Committee**

