

Memorandum

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CITY OF DALLAS

DATE January 16, 2015

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

SUBJECT **Economic Development Committee**
Tuesday, January 20, 2015, 9:00 – 10:30 a.m.
1500 Marilla Street, City Hall, Room 6ES, Dallas, Texas 75201

AGENDA

1. Approval of December 1, 2014 Minutes of the Economic Development Committee
2. Dalfort Area Development Update Mark Duebner, Director
Aviation
(Estimated time 20 minutes)
3. Update on Economic Opportunities Frank Camp, Director
of Sustainable Food Systems Office of Environmental Quality
(Estimated time 20 minutes)
4. Upcoming agenda items:
 - Project Cypress Health Economic Development Grant
 - Chapter 56, "Dallas Electrical Code" and Chapter 52 "Administrative Procedures for the Construction Codes" Building Code Amendments
 - Posting of Notification Signs Development Code Amendment

Tennell Atkins, Chair
Economic Development Committee

C: The Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Ryan Evans, First Assistant City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Eric D. Campbell, Assistant City Manager

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

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

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

1. Contemplated or pending litigation, or matters where legal advice is requested to the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an Open Meeting would have a detrimental affect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if deliberation in an Open Meeting would have a detrimental affect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving appointments, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment or specific occasions for implementation of security personnel or device. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding Economic Development negotiations. Section 551.087 of the Texas Open Meeting Act.

Economic Development Committee

CORRECTED

**Meeting Record
January 20, 2015**

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

Meeting Date: January 20, 2015 **Meeting Start time:** 9:04 AM

Committee Members Present:

Tennell Atkins
Rick Callahan
Jerry R. Allen
Adam Medrano
Lee Kleinman

Other Council Members Present:

Jennifer S. Gates

Staff Present:

Ryan Evans, First Assistant City Manager,
City Manager Office
Karl Zavitkovsky, Director, Office of Economic
Development
J. Hammond Perot, Assistant Director, Office
of Economic Development
Frank Camp, Director, Office of Environmental
Quality
Kevin Lefebvre, Senior Environmental
Coordinator, Office of Environmental Quality
Mark Duebner, Director, Aviation

Other Presenters:

1. Approval of December 1, 2014 Minutes of the Economic Development Committee

Presenter(s):

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

Motion made by: Mr. Allen

Motion seconded by: Mr. Callahan

Item passed unanimously: X

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

Follow-up (if necessary):

2. Dalfort Area Development Update

Presenter(s): Mark Duebner, Director, Aviation

Action Taken/Committee Recommendation(s): Motion made to recommend item to full council for approval

Motion made by: Mr. Allen

Motion seconded by: Mr. Callahan

Item passed unanimously: X

Item passed on a divided vote:

Item failed unanimously:

Item failed on a divided vote:

Follow-up (if necessary):

3. Upcoming Agenda Items

Presenter(s): J. Hammond Perot, Assistant Director, Office of Economic Development

- Project Cypress Health Economic Development Grant
- Chapter 56 "Dallas Electrical Code" and Chapter 52 "Administrative Procedures for the Construction Codes" Building Codes Amendments

- Posting Notification Signs Development Code Amendment

Action Taken/Committee Recommendation(s): Motion made to recommend item to full council for approval

Motion made by: Mr. Allen

Motion seconded by: Mr. Kleinman

Item passed unanimously: X

Item passed on a divided vote: _____

Item failed unanimously: _____

Item failed on a divided vote: _____

Follow-up (if necessary):

4. Update of Economic Opportunities of Sustainable Food Systems

Presenter(s): Frank Camp, Director, Office of Environmental Quality

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

Motion made by:

Motion seconded by:

Item passed unanimously: _____

Item passed on a divided vote: _____

Item failed unanimously: _____

Item failed on a divided vote: _____

Follow-up (if necessary):

Meeting Adjourned: 10:11 AM

Approved By: _____

Memorandum



DATE January 16, 2015

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

SUBJECT **Dalfort Area Development Update**

On Tuesday, January 20, 2015 a briefing will be presented on the Dalfort Area Development Update. The briefing materials are attached for your review.

Please feel free to contact me if you need additional information.



Ryan S. Evans
First Assistant City Manager

- c: A.C. Gonzalez, City Manager
- Warren M.S. Ernst, City Attorney
- Craig D. Kinton, City Auditor
- Rosa A. Rios, City Secretary
- Daniel F. Solis, Administrative Judge
- Eric D. Campbell, Assistant City Manager
- Jill A. Jordan, P.E., Assistant City Manager
- Mark McDaniel, Assistant City Manager
- Joey Zapata, Assistant City Manager
- Jeanne Chipperfield, Chief Financial Officer
- Sana Syed, Public Information Officer
- Mark Duebner, Director, Aviation
- Elsa Cantu, Assistant to the City Manager – Mayor & Council

Dalfort Area Development Update

City of Dallas Economic Development Committee –

January 20, 2015

Dallas Love Field



LOVE|EVOLUTION

Background

- The Department of Aviation (DoA) has attempted to market the Dalfort property over the past several years without success
 - Current structure is outdated
 - Significant environmental remediation is necessary for re-use
- On May 9, 2012, City Council awarded contract with AMX to design the demolition of the structure in order to attract a developer
- DoA initiated Environmental Assessment (EA) to demolish the Dalfort facility as part of the demolition process in the spring of 2012

Background

- Part of the EA process was to determine historical significance
- DoA submitted information to the FAA who determined Dalfort was not eligible for listing on the National Register of Historic Structures



Background

- The State Historic Preservation Commission disagreed with the FAA and the issue was sent to the Keeper of the register for a final decision
- Facility was declared eligible for listing on the National Register of Historic Places (NRHP)
- Two processes were required as a result:
 - **Section 106** of the National Historic Preservation Act
 - **Section 4(f)** of the Department of Transportation Act

Dalfort Site Development

- City Council approved a lease agreement with Reed Enterprises Investment Holdings LP on November 14, 2012
- Their proposal was to construct new facilities for Fixed Base Operation, office building, retail, and auto dealership on the site
- City would pay for demolition at estimated cost of \$8 million
- Lease was not executed when historical significance of building was determined

Dalfort Site Development

Modified Design

- Reed Enterprises resubmitted a proposal including renovation of the existing structure, preserving the historical elements
- New development includes renovations as well as new construction



Background

- DoA completed the Section 106 and Section 4(f) processing and incorporated the results of the EA
- On October 14, 2014, the DoA received the Finding of No Significant Impact (FONSI) from the FAA
- This ruling allows the modified proposal from Reed Enterprises to proceed

Dalfort Site Development

- Reed Enterprises will develop both aviation and commercial uses for the site
 - \$35 million capital investment commitment for Aviation use within 36 months
 - \$20 million capital investment commitment for commercial use within 60 months
 - Due to high capital investment a ten-year rent abatement, with rent to Airport beginning in Year 11
 - Total average rent of \$1.3 million/year
 - Will add additional ad-valorem value to the tax rolls
 - Sales tax revenues to General Fund for retail and office development

Benefits

- Estimated Job Creation – 1,100 (Aviation, Office, and Retail)
- Aviation Development/Growth
- Furtherance of policy (Good Neighbor Plan Initiative)
- Historical Preservation
- Renovation of “eye sore”



Aviation and Commercial Lease

- Approximately 24.108 acres/1,050,138 sq. ft. (Unimproved and Improved Land)
- 39-year term lease
- \$.40 per square foot for unimproved land
- \$.65 per square foot for improved land
- Parking garage \$240,000 annually beginning in year three
 - City will occupy garage for remote employee parking for approximately 36 months
- Title to improvements vests to Lessor upon completion of construction

Next Steps

- Development of Lease Agreements (between City of Dallas DoA & Reed Enterprises)
- Lease approval by Dallas City Council
- Completion of Design phase for Dalfort site
- Construction/Development phase

Memorandum



CITY OF DALLAS

DATE January 16, 2015

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

SUBJECT **Update on Economic Opportunities of Sustainable Food Systems**

On Tuesday, January 20, 2015, the Economic Development Council Committee will be briefed on an Update on Economic Opportunities of Sustainable Food Systems.

The following materials are attached for your review:

1. Update on Economic Opportunities of Sustainable Food Systems Briefing

If you have any questions or require additional information, please do not hesitate to contact me.

A handwritten signature in cursive script that reads "Jill Jordan".

Jill A. Jordan, P.E.
Assistant City Manager

c: The Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
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J. Hammond Perot, Assistant Director, Office of Economic Development
Elsa Cantu, Assistant to the City Manager – Mayor and Council

Update on Economic Opportunities of Sustainable Food Systems

Presented by the Office of Environmental Quality
to the Economic Development Committee
of the Dallas City Council

January 20, 2015



Purpose

- To update the Economic Development Committee of the Dallas City Council with information obtained from stakeholders associated with sustainable food system planning.

Opportunity

- Food System Planning
 - Increased access
 - Healthier choices
 - Resource conservation
 - Land use planning
 - Job creation
 - Revenue generation
 - Food independence



Stakeholder Input

- Met with stakeholders from spring 2014 to current
- Created page on GreenDallas.net with sign-up form
- Public input since November 17 Committee meeting:
 - November 20 – Baylor/Baptist General Convention
 - December 1 – City Hall
 - December 2 – Dallas Farmers Market
 - December 4 – Zoning Ordinance Committee Meeting
 - December 18 – Zoning Ordinance Committee Meeting
 - December 18 – Baylor/Baptist General Convention
 - January 8 – Zoning Ordinance Committee Meeting
 - *(upcoming) January 22 – Zoning Ordinance Committee Meeting*

Stakeholders Involved

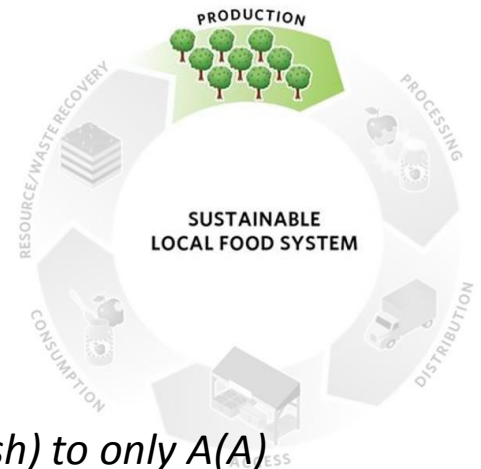
- Dallas residents
- Dallas Coalition for Hunger Solutions
- Dallas Housing Authority
- Dallas Farmers Market
- Hunt Institute at SMU
- Slow Food Dallas
- Diabetes Health and Wellness Institute
- Texas Hunger Initiative
- GROW North Texas
- Texas Hunger Initiative
- Unity Garden
- Anita's Arbor
- Texas Honeybee Guild
- Revitalize South Dallas Coalition
- Texas State Federation of Garden Clubs
- Garden Café
- We Over Me Farm - Paul Quinn College
- Dolphin Heights Neighborhood Association
- North Texas Food Bank
- Promise of Peace Garden
- Bethlehem Center
- Half Pint Palates
- Good Company Creative
- Earth Day Texas
- Painter Garden Classroom
- Earth Healthy
- Eat The Yard
- Lake Highlands Community Garden
- Green Phoenix Farms
- Kevin Sloan Studio
- Dallas Zoo
- Children at Risk

Stakeholder Proposed Changes to City Code

- Allow aquaponics
- Allow animal grazing
- Change size requirements
- Encourage sustainable farming practices
- Address fees
- Define structures and uses
- Eliminate redundant oversight
- Allow sales
- Allow alternative food delivery mechanisms



Opportunities to Grow – PRODUCTION



- **Allow “aquaponics”** (closed-system aquaculture)
 - *Chapter 51A-4.201 limits animal production (including fish) to only A(A) districts*
 - **Stakeholders seeking to allow fish production (as part of aquaponics) in all districts**
- **Allow animal grazing**
 - *Chapter 51A-4.201(3)(E)(ii) prohibits animal grazing and animal production*
 - **Stakeholders seeking to allow hens at agriculture locations**
 - Chapter 7 of city code governs the keeping of animals and addresses nuisance complaints
- **Change size and zoning requirements**
 - *Chapter 51A-4.201 requires farms and animal raising to be done on property of 3 acres or more*
 - **Stakeholders seeking to change size requirements to allow more opportunities to grow and sell food and food products**
 - Specific Use Permit can allow/govern activities on certain parcels

Opportunities to Grow – PRODUCTION (continued)



– Encourage sustainable farming practices

- Stakeholders seeking Council action to protect honey bees and other pollinators
- Bee pollination is responsible for more than \$15 billion in increased crop value each year. The total number of managed honey bee colonies has decreased from 5 million in the 1940s to only 2.5 million today.*

– Address fees

- Chapter 52 does not include exemption from building site certification at community gardens for storage
- Stakeholders seeking to extend 200 square foot structure exemption to community gardens
- Customers can request “water only” accounts to avoid wastewater fees at gardens and free irrigation system inspections through water conservation programs

– Define structures and uses

- Chapter 51A-2.102(135) defines structures
- Stakeholders seeking to allow for exemption for temporary growing apparatus such as hoop-houses, temporary green-houses, trellis, et cetera
- Chapter 52-301.2 enumerates activities under which no permit is required; additional language is being proposed to define structures and uses

*<http://ars.usda.gov/news/docs.htm?docid=15572>

Opportunities to Grow – PROCESSING



– Eliminate redundant oversight

- Stakeholders seeking to reduce unnecessary oversight and expense
- State of Texas regulates certain agricultural activities; City enforcement requires more staff and resources
 - State of Texas regulates bee-keeping (apiaries)
 - » Texas Agriculture Code – Chapter 131
 - » Texas Administrative Code – Chapter 71
 - » Texas law, effective January 1, 2012, made it possible for beekeeping to qualify for an agricultural exemption on property taxes*
 - State of Texas regulates fish production
 - » Currently requires permits and licensing at the state level
 - » Texas Agriculture Code – Chapter 134
 - » Texas Parks and Wildlife Code – Chapter 47
 - » Texas Commission on Environmental Quality (depending on use of water discharge)
- Existing City regulations provide means to address other concerns

*<http://txbeeinspection.tamu.edu/public/agricultural-exemption/>

Opportunities to Grow –

DISTRIBUTION & ACCESS



– Allow sales

- *Chapter 51A-4.201(3)(A)(i) requires crops be for personal or group (garden) use, consumption, or donation*
- **Stakeholders seeking to allow off-site sales in all districts, on-site sales in non-residential districts**
- Staff exploring changes to Chapter 29A - Neighborhood Farmers Markets to support off-site sales
 - Increasing number of registered vendors from 50 to 70
 - Monitoring number of sale days to determine whether to increase

– Allow alternative food delivery mechanisms

- *Chapter 50-157 defines vendor as a person selling or offering for sale goods or services from any structure or vehicle that is not affixed to the ground or from no structure or vehicle*
- **Stakeholders seeking to clarify if manual carts may be used for fresh produce delivery**

Opportunities to Grow – CONSUMPTION & WASTE RECOVERY



- **Consumption**

- Greater access to fresh food choices can help improve community health
- Stakeholders discussions continue to explore opportunities to increase access

- **Waste Recovery**

- City of Dallas Local Solid Waste Management Plan 2011-2060 to address elements of resource/waste recovery through Organics Collection and Plan Update Implementation 2031-2040

Zoning Ordinance Committee

- Next meeting January 22, 2015
- Proposed changes:
 - **COMMUNITY GARDEN**
 - Allow off-site sales in residential, onsite sales in non-residential
 - Allow 200 square foot structure exemption in residential districts
 - Allow aquaponics/aquaculture and sales
 - Allow chicken by-product sales
 - **FARM**
 - No changes
 - **ANIMAL PRODUCTION**
 - Allow SUP in non-residential
 - Remove minimum size when SUP required

Proposed Timeline

- Meet with stakeholders – **November 2014 - January 2015**
- Present suggested code changes to Economic Development Committee – **January 2015**
- Move to full Council for consideration – **March 2015**
- Adoption of minor code amendments – **March 2015**
- Changes effective for spring season – **April 2015**
- Adoption of further code amendments – **to be determined based on need/significance**

Questions



Memorandum



DATE January 16, 2015

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

SUBJECT **Project Cypress Health Economic Development Grant**

On February 25, 2015, the City Council will be asked to consider authorization of a \$250,000 Chapter 380 economic development grant with AMN Healthcare, Inc., a Delaware Corporation, associated with its relocation to 8840 Cypress Waters Boulevard, Dallas, Texas 75063.

For the past several months, city staff has been in discussions with representatives of AMN Healthcare regarding the relocation of its regional offices to a new \$26 million (165,000 s.f.) facility speculatively developed by Billingsley Company within the Cypress Waters development. AMN Healthcare, who is relocating its offices from Irving, Texas, considered the city of Dallas along with a number of northern suburban cities for its new location. AMN Healthcare will relocate at least 500 jobs to Dallas and anticipates adding an additional 30 to 50 additional jobs by the end of 2017. Additionally, the company anticipates investing approximately \$3.5 million in new business personal property with the project and tenant improvements are expected to exceed \$4 million.

AMN Healthcare will be eligible for the half of the proposed grant (\$125,000) upon verification of at least 500 jobs being located at its new Cypress Waters facility by December 2015. The second \$125,000 of the proposed grant will be eligible for disbursement once the company reaches at least 550 jobs on site by December 2017. AMN Healthcare will be required to reimburse the City \$125,000 should it not maintain at least 500 jobs on site for a period of five years from move in.

AMN Healthcare provides workforce solutions and staffing services to healthcare facilities across the nation. The company offers a range of services including managed services programs, vendor management systems, recruitment outsourcing, consulting, physician and nursing placement among others. Headquartered in San Diego, California, AMN Healthcare employs approximately 1,900 nationally.

The proposed project surpasses minimum Public/Private Partnership Program guidelines and results in an estimated 10-year net fiscal impact of \$6.4 million. The estimated 20-year net fiscal impact exceeds \$20 million.

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

Ryan S. Evans
First Assistant City Manager

C: The Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
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Elsa Cantu, Assistant to the City Manager – Mayor & Council

General Fund 10-Year Fiscal and Economic Impact



City of Dallas

Description

Cypress Health healthcare services regional office relocation.

Council District		
Private Investment	\$	8,000,000
Public Investment	\$	-
Total Investment	\$	8,000,000
Direct Facility Jobs (Maximum)	\$	605
Average Salary of New Jobs	\$	70,000

Project Impact

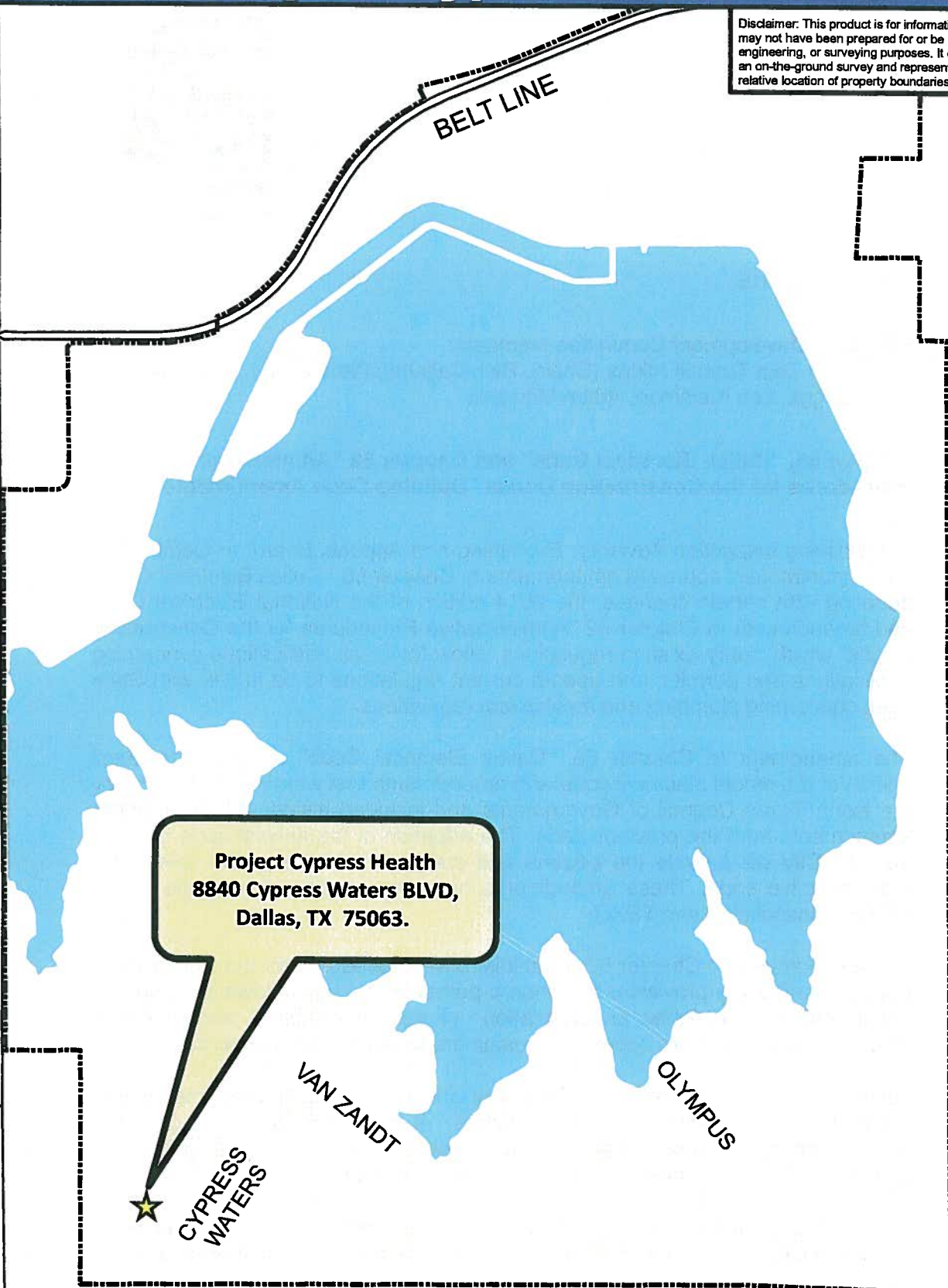
Direct Economic Impact	\$	687,519,433
I+I Economic Impact	\$	550,015,547
Total Economic Impact	\$	1,237,534,980
Indirect + Induced Jobs		484
Total Citywide Job Impact (D+I+I)		1,089
Construction Jobs		97
Total New Residents		-
Total Visitors		38
Total City GF Revenue Generated	\$	15,829,999
Total City GF Service Costs	\$	9,150,313
Net Impact Before Incentives	\$	6,679,686
Incentives	\$	-
Net City Fiscal Impact After Incentives	\$	6,679,686

Assumptions / Qualitative Factors

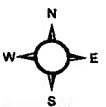
Time Period	2015-2024
Property Appreciation Rate	4%
Industry Job Multiplier	1.8
Industry Output Multiplier	1.8
Industry Wage Growth Rate	3%
Jobs Assumed New to Dallas	100%

Project Cypress Health

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



Project Cypress Health
8840 Cypress Waters BLVD,
Dallas, TX 75063.



0 0.05 0.1 0.2 Miles

DALLAS
ECONOMIC
DEVELOPMENT
Research & Information Division
214.670.1685
dallas-ecodev.org

Legend

- ★ Project Cypress Health
- City of Dallas
- Freeway
- Arterial
- Local Road

Data Source: City of Dallas Enterpize GIS

Printed: 01/13/15, Last Updated: 01/13/15 - FileName: Project_Cypress_Health

Memorandum



CITY OF DALLAS

DATE January 16, 2015

TO Economic Development Committee Members:
Mayor Pro Tem Tennell Atkins (Chair), Rick Callahan (Vice Chair), Jerry Allen,
Scott Griggs, Lee Kleinman, Adam Medrano

SUBJECT **Chapter 56, "Dallas Electrical Code" and Chapter 52 "Administrative Procedures for the Construction Codes" Building Code Amendments**

The Building Inspection Advisory, Examining and Appeals Board on October 21, 2014 unanimously approved amendments to Chapter 56, "Dallas Electrical Code" adopting with certain changes, the 2014 edition of the National Electrical Code and amendments to Chapter 52 "Administrative Procedures for the Construction Codes" which clarify existing regulations, allow for email notifications concerning applications and permits, and update current regulations to be in line with State rules concerning plumbing and mechanical regulations.

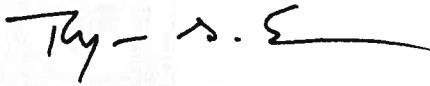
The amendment to Chapter 56, "Dallas Electrical Code" adopted the latest edition of the model electrical code with amendments that were recommended by the North Texas Council of Governments and included historical City of Dallas amendments from the previous code. The adoption of the newest code ensures that the City will provide the citizens and construction industry the safest and most effective code. These amendments have the support of both the Dallas Builders Association and TEXO.

The amendments to Chapter 52, "Administrative Procedures for the Construction Codes" clarifies the provisions for when a permit is required, allows an option for email notification of when an application or permit is expired, suspended or revoked and allows more options for customers to request inspection service.

Further it aligns City code with State law and rules for plumbing, mechanical contractors and backflow prevention testers. It also establishes a registration process for multipurpose residential fire protection sprinkler specialist, water supply protection specialist, and water treatment specialist.

Copies of the amendments are attached and we will be placing items of an upcoming City Council agenda for consideration for adoption of the amendments.

Please feel free to contact me if you need additional information.



Ryan S. Evans
First Assistant City Manager

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DATE January 16, 2015

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

SUBJECT **Posting of Notification Signs Development Code Amendment**

On January 28, 2015, City Council will be asked to consider an agenda item to approve a code amendment regarding the posting of notification signs. The proposed amendments address the consequences of improper posting of notification signs; the authority of City Plan Commission, Landmark Commission, or Board of Adjustment to determine if the posting of notification signs met the code's intent; and notification sign posting for authorized hearings.

During 2014, the City Plan Commission (CPC) and the Board of Adjustment had instances in which they had to determine whether notification signs had been properly posted. During the discussions at CPC, the issue of whether CPC had discretion to determine whether the intent of the code had been met was raised. CPC asked staff to review the code and prepare an amendment to clarify the ability of the Board and Commissions to determine intent.

An amendment regarding the posting of notification signs for authorized hearings is also being proposed. Currently, authorized hearing notification signs must be posted 14 days after authorization and remain posted throughout the public hearing process. Depending on the case, the time period can range from four weeks to four years. Staff must monitor the postings and replace any missing signs. The recommendation is to post signs for authorized hearings a minimum of 30 days prior to the first public hearing. In instances, where the public hearing will occur within 30 days, the authorizing authority can approve a shorter time period at the time of authorization. On December 4, 2014, City Plan Commission recommended approval of the amendments.

Please feel free to contact me if you need additional information.

A handwritten signature in blue ink, appearing to read 'Ry - S. E'.

Ryan S. Evans
First Assistant City Manager

c: A.C. Gonzalez, City Manager
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