

Memorandum



DATE May 7, 2018

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 Development Contract Amendments**

Summary

In a presentation to the Economic Development and Housing Committee (EDHC) on April 16, 2018, the Housing and Neighborhood Revitalization Department (HNR) informed the EDHC of **17** housing development contracts, in varying stages of the development process, that are about to expire, have already expired, or require revisions. The presentation provided details about **10** contract amendments that are scheduled for the May 9, 2018 City Council agenda. Included in this memo is information for the remaining **7** housing development contracts requiring amendments. Staff is working with the developers to obtain reasonable completion deadlines, revise the scope of work, and set performance milestones. Staff are implementing project management practices that are intended to assist developers with timely completion and delivery within budget.

Background

Each housing development contract has different terms such as repayment versus grant and/or deferred forgivable, in addition to, different affordability requirements based on the funding source. Funding sources can include HOME Investment Partnership Program (HOME) funds, Community Development Block Grant (CDBG) funds, Neighborhood Stabilization Program (NSP) funds, and General Obligation Bonds (GO Bonds). A list of the **7** development contracts and a brief description of each are provided in addition to a map (**Attachment 1 and 2**).

Staff has obtained the necessary information to recommend a contract amendment for the following **4** agreements. A summary of each development and the proposed contract amendments are outlined below:

1. East Dallas Community Organization (EDCO) – Council District 2,4,7:
On May 25, 2016, City Council approved a loan agreement with East Dallas Community Organization (EDCO) for a loan in the amount of **\$707,208.00** (**\$55,020.00** in NSP and **\$652,188.00** in HOME funds), for the Scattered Sites Project located in the Jubilee and Dolphin Heights neighborhoods for construction of **10** houses for households at or below **120%** of Area Median Family Income (AMFI).

To date, **1** of the **10** houses has been built and sold. In March 2018, EDCO requested an extension to the loan agreement for the completion of the remaining **9** houses. Two (**2**) of the remaining **9** house are **90%** complete to be finished out in **60** days. Construction is

due to begin on **4** of the remaining **7** houses by June 2018. EDCO expended **\$46,882.00** in NSP and **\$86,786.50** in HOME funds. Remaining is the balance of **\$573,539.50** for the **7** houses. In January 2018, EDCO experienced delays in closing on its private financing for the interim construction loan. During the month of February, heavy rain caused the builder delays in start of the construction of the remaining **7** houses.

The proposed contract amendment contemplates **(1)** extending the HOME and NSP loan agreement completion date from May 25, 2018 to November 30, 2019 and **(2)** amending the agreement to include milestones.

Funding Source	Amount
HOME Funds	\$ 652,188.00
NSP Funds	\$ 55,000.00
Private Financing	\$1,655,560.00
Total Development Costs	\$2,362,748.00

2. Greenleaf Ventures, LLC - Council District 7:

On May 13, 2015, City Council approved a conditional grant agreement with Greenleaf Ventures, LLC for infrastructure costs in the amount of **\$450,000** in 2012 GO Bond funds, for the development of **27** single family houses to be sold to households at or below **140%** of Area Median Family Income, on vacant land located in East Dallas on Chariot Drive. The overall development has a total of **54** homes to be constructed.

In July 2017, Greenleaf Ventures, LLC requested an extension to the conditional grant agreement to complete construction of **27** homes. The agreement was for infrastructure costs associated with the development of the **27** lots to sell to a builder for the construction of the houses. Dallas Neighborhood Alliance (DNA) purchased the lots in August 2017 and construction is underway for **4** of the **27** lots. Five **(5)** additional lots have permits to start construction. Greenleaf Ventures, LLC is working with additional private developers to build homes in the subdivision.

DNA is the general contractor and obtained private financing with Tolleson Private Bank for construction costs. The units will be **3** and **4** bedrooms at approximately **1900** to **2700** sq. ft. with average sale prices in around **\$212,000 - \$250,000**. Upon sale, the lien will be released on a prorata basis as each lot is built and sold. Greenleaf Ventures, LLC has expended **\$405,000** in 2012 Go Bond funds. The remaining balance is **\$45,000** in retainage.

Greenleaf Ventures, LLC experienced delays due to unforeseen water and wastewater line repairs and civil plans approval. The original grant agreement did not account for the time to build the homes and sale to eligible homebuyers.

The proposed contract amendment contemplates **(1)** extending the conditional grant agreement completion date from October 30, 2017 to December 31, and **(2)** amending the contract to include milestones.

Funding Source	Amount
GO Bond Funds	\$450,000.00
Private Financing	\$900,000.00
Total Development Costs	\$1,350,000.00

3. Greenleaf Ventures, LLC - Council District 6:

On May 13, 2015, City Council approved a conditional grant agreement with Greenleaf Ventures, LLC for infrastructure costs in the amount of **\$1,275,000** in 2012 Go Bond funds, for the development of **58** single family homes to be sold to households at or below **140%** of Area Median Family Income on vacant land located on Singleton Boulevard.

In July 2017, Greenleaf Ventures, LLC requested an extension to the conditional grant agreement to complete construction of **58** homes. The agreement was for infrastructure costs associated with the development of the **58** lots to sell to a builder for the construction of the homes. Greenleaf Ventures, LLC has completed engineering and survey. It is pending a zoning review scheduled for May 3, 2018. Utility work will begin in July 2018 and paving to begin in December 2018. Once the paving is complete, the lots will be sold to builders for construction of the homes. Greenleaf Ventures, LLC has expended **\$278,761** in 2012 GO Bond funds. Remaining is the balance of **\$996,239** in retainage.

Greenleaf Ventures, LLC experienced delays due to the time it took for zoning that requires a new intersection at Singleton and engineering to address drainage issues.

The proposed contract amendment contemplates **(1)** extending the conditional grant agreement completion date from October 30, 2017 to December 30, 2020 and **(2)** amending the contract to include milestones.

Funding Source	Amount
GO Bond Funds	\$1,275,000.00
Private Financing	\$2,550,000.00
Total Development Costs	\$3,825,000.00

4. Greenleaf Ventures, LLC - Council District 7:

On May 13, 2015, City Council approved a conditional grant agreement with Greenleaf Ventures, LLC for infrastructure costs in the amount of **\$844,192** in 2012 Go Bond funds, for the development of **36** single family homes to be sold to households at or below **140%** of Area Median Family Income, on vacant land located on at 3831 North Prairie Creek Road.

In July 2017, Greenleaf Ventures, LLC requested an extension to the conditional grant agreement to complete construction of **36** homes. The agreement was for infrastructure costs associated with the development of the **36** lots to sell to a builder for the construction of the homes. To date, Greenleaf Ventures, LLC has completed platting and grading on the lots. Utilities are expected to be in during the month of May 2018. Paving will start in August 2018. Immediately following the completion of the paving, the developer will sell

the lots to homebuilders. Greenleaf Ventures, LLC is working with private developers to build homes in the subdivision. Greenleaf Ventures, LLC has expended **\$60,461** in 2012 Go Bond funds. Remaining is the balance of **\$783,731** in construction funds.

Greenleaf Ventures, LLC experienced delays due to platting approval. The original grant agreement did not account for the time to build the homes and sell to eligible homebuyers.

The proposed contract amendment contemplates **(1)** extending the conditional grant agreement completion date from May 25, 2018 to May 31, 2020 and **(2)** amending the contract to include milestones.

Funding Source	Amount
HOME Funds	\$ 844,192.00
Private Financing	\$1,688,384.00
Total Development Costs	\$2,532,576.00

Staff is pending receipt of the necessary information to support the request for a contract amendment for the following **3** housing development contracts. A summary of each development and the proposed contract amendments are outlined below:

5. City Wide Community Development Corporation (CWCDC) – Council District 4 & 8:

On May 25, 2016, City Council approved a loan agreement with CWCDC for a housing development loan in the amount of **\$225,000.00** in HOME funds for the development of **5** single family homes for the Runyon Springs Project located on scattered sites in the Lancaster Corridor area. On September 14, 2016, City Council approved an amendment to the housing development loan to (1) increase the number of units from **5** to **11**; and (2) increase funds from **\$225,000** to **\$975,000** (**\$90,000.00** in NSP and **\$885,000.00** in HOME funds), for construction of single family homes on scattered sites.

The contract has not been executed and construction has not started. The developer is considering additional lots for the project. The environmental review and plans have been completed for **5** of the **11** homes.

Funding Source	Amount
HOME Funds	\$ 885,000.00
NSP Funds	\$ 90,000.00
Private Financing	\$ 549,000.00
Total Development Costs	\$1,524,000.00

6. KAH Holdings dba Karrington & Company – Council District 9:

On May 25, 2016, City Council approved a loan agreement with KAH Holdings dba Karrington & Company (Karrington) for a housing development loan in the amount of **\$450,000** in HOME funds for the development of **10** single family homes for the Ferguson Road Townhomes development located at 7839 Ferguson Road.

In March 2018, Karrington requested an increase in funding and an extension to the HOME loan agreement to begin construction of **10** homes. Karrington is awaiting a new underwrite for financial review by the City and completion of the plans review to pull permits to start construction. Karrington expended **\$67,904.75** in HOME funds. Remaining is the balance of **\$382,095.25** for the homes.

KAH Holdings dba Karrington & Company experienced delays due to the time taken to complete the environmental review and plans review; it has taken over **12** months for the review process to prepare to pull permits.

Funding Source	Amount
HOME Funds	\$ 450,000.00
Private Financing	\$1,325,000.00
Total Development Costs	\$1,775,000.00

7. St. Jude, Inc. – Council District 12:

On February 22, 2017, City Council approved a loan agreement with St. Jude, Inc. for a housing development loan for permanent supportive in the amount of **\$2,000,000.00** in HOME funds for the acquisition of a **100** unit multifamily apartment complex located at 2920 Forest Lane. St. Jude, Inc. obtained private financing for the rehabilitation of the units.

In February 2018, St. Jude, Inc. requested an increase in funding and changes to the terms of the HOME loan agreement. St. Jude, Inc. has acquired the property and is currently underway with the rehabilitation work in the units. St. Jude, Inc. has expended **\$1,998,000.00** in HOME funds. Remaining is the balance of **\$2,000.00**.

Funding Source	Amount
HOME Funds	\$2,000,000.00
Private Financing	\$4,550,000.00
Total Development Costs	\$6,550,000.00

Issues

There have been several issues and challenges to complete these developments outside of normal construction delays. First, many of the contract deadlines did not anticipate the time it takes to go through the City's development processes such as platting, zoning, and/or infrastructure plans review. Second, many of the contracts were brought forward to Council for consideration and executed prematurely. For example, underwriting was not performed, the contract was not drafted in advance of Council action, and environmental clearance was not complete for federally funded developments.

Alternatives

If Council does not amend the contracts, then development will halt. There will be incomplete houses. The City will be liable for repayment in instances where federal funds were utilized. Further, the City could be required to initiate foreclosure actions.

Fiscal Impact

There are no cost considerations to the City for contract amendments **1-4** listed above. The developers have requested funding amendments for contracts **5-7** that may include funding increases and decreases.

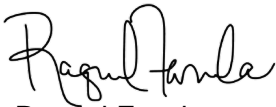
Department/Committee Coordination

HNR staff will coordinate with Sustainable Development and Construction for shepherding developers through the development process such as permitting and zoning. The City Attorney's Office will be consulted in advance to assist with contract development and revisions.

Staff Recommendation and Next Steps

Staff recommends approval by the EDHC on contracts **1-4**, and once approved HNR staff plans to move forward these **4** amendments for City Council consideration on June 13, 2018. If approved by City Council, then HNR staff will work with the developers to ensure timely completion of the development and limit the need for an extension. The remaining **3** contract amendments will be underwritten, final due diligence items such as environmental reviews completed and HNR staff will decide if amendments should move forward for consideration on a future Council agenda.

Should you have any questions, please contact me at (214) 671-5257.



Raquel Favela
Chief of Economic Development & Neighborhood Services

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

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M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

**Attachment 1
Development Contracts**

CDs	PROJECT	PROPOSED UNITS	COMPLETED UNITS	SOLD UNITS	CITY CONTRACT AMOUNT	DRAWN AMOUNT	BALANCE	% DRAWN	Fund Type	TOTAL PROJECT BUDGET	TERM OF CONTRACT		STATUS
4	City Wide Community Development Corporation	11	0	0	\$885,000.00 \$90,000.00 \$88,636.36 subsidy per unit 63% subsidy per unit	\$0.00	\$885,000.00 \$90,000.00	0%	2014 HOME 2010 NSP Private construction loans and lines of credit	\$1,524,000.00 \$138,545.45 cost per unit	5/25/2016	5/25/2018	City Wide CDC has completed plans and plats on 5 of 11 lots. Selection of lots is underway. Prior to construction start, need to complete the environmental review. The extension will allow the build out of the homes and sales to eligible homebuyers.
2,4,7	East Dallas Community Organization (EDCO) Scattered Sites - Funds for hard and soft construction costs.	10	3	0	\$652,188.00 \$55,020.00 \$70,720.80 subsidy per unit 29% subsidy per unit	\$86,786.50 \$46,882.00	\$565,401.50 \$46,882.00	13% 85%	2014 HOME 2010 NSP Private construction loans and lines of credit	\$2,362,748.00 \$236,274.80 cost per unit	5/25/2016	5/25/2018	One of the ten units is built and sold. Two of the 9 units are 90% complete to be finished out in 60 days. Construction is due to begin on 4 of the remaining 7 units by June 2018. The extension will allow the build out of the homes and sales to eligible homebuyers.
7	Greenleaf Ventures, LLC Chariot	27	0	0	\$450,000.00	\$405,000.00	\$45,000.00	90%	2012 GO BOND	\$1,350,000.00	5/13/2015	10/30/2017	Dallas Area Habitat for Humanity (DAHfH) purchased the lots in August 2017 and construction is underway for 3 of the 27 lots. Five additional lots are awaiting permits to start construction. Greenleaf

CDs	PROJECT	PRO P- OSE D UNIT S	COM P- LETE D UNIT S	SOL D UNIT S	CITY CONTRACT AMOUNT	DRAWN AMOUNT	BALANCE	% DRAWN	Fund Type	TOTAL PROJECT BUDGET	TERM OF CONTRACT	STATUS	CDs
													Ventures, LLC is working with additional private developers to build homes in the subdivision. The extension will allow the build out of the homes and sales to eligible homebuyers.
6	Greenleaf Ventures, LLC Singleton	58	0	0	\$1,275,000.00	\$278,761.00	\$996,239.00	21%	2012 GO BOND	\$3,825,000.00	5/13/2015	10/30/2017	Completed engineering and survey. It is pending a zoning review scheduled for May 3, 2018. Utility work will begin in July 2018 and paving to begin in December 2018. The extension will allow the build out of the homes and sales to eligible homebuyers.
7	Greenleaf Ventures, LLC Prairie Creek	36	0	0	\$844,192.00.00	\$60,461.00	\$783,731.00	90%	2012 GO BOND	\$2,532,576.00	5/25/2016	05/25/2018	Platting and grading have been completed on the lots. Utilities are expected to be in during the month of May 2018. Paving will start in August 2018. Immediately following

													the completion of the paving, the developer will sell the lots to homebuilders. The extension will allow the build out of the homes and sales to eligible homebuyers.
KAH Holdings dba Karrington & Company	10	0	0	\$450,000.00 \$45,000 subsidy per unit % subsidy per unit	\$67,904.75	\$382,095.25	15%	2015 HOME Private construction loans and lines of credit	\$ \$cost per unit	5/25/2016	5/25/2018	Engineering, zoning, plans review and loan closing for private financing for construction are complete. KAH experienced delays in development as a result of the time it has taken to complete the environmental review and plans review; it has taken over 12 months for the review process to prepare to pull permits. The extension will allow the build out of the homes and sales to eligible homebuyers.	

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12	St Jude, Inc 2920 Forest Lane	100	0	0	\$	\$127,847.00	\$614,820.00	17%	2014 HOME	\$1,110,000.00	8/31/2018	8/31/2018	Acquisition of the property is complete. Rehabilitation on the 100 units is underway. The developer requested a change in the terms to allow forgiveness of the loan and possible funding change.
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Housing Development Contract Amendments

**Economic Development &
Housing Committee
May 7, 2018**

**Avis F. Chaisson, Assistant Director
Housing and Neighborhood Revitalization
City of Dallas**



Presentation Overview

- Summary
- Background
- Issues
- Alternatives
- Staff Recommendation and Next Steps



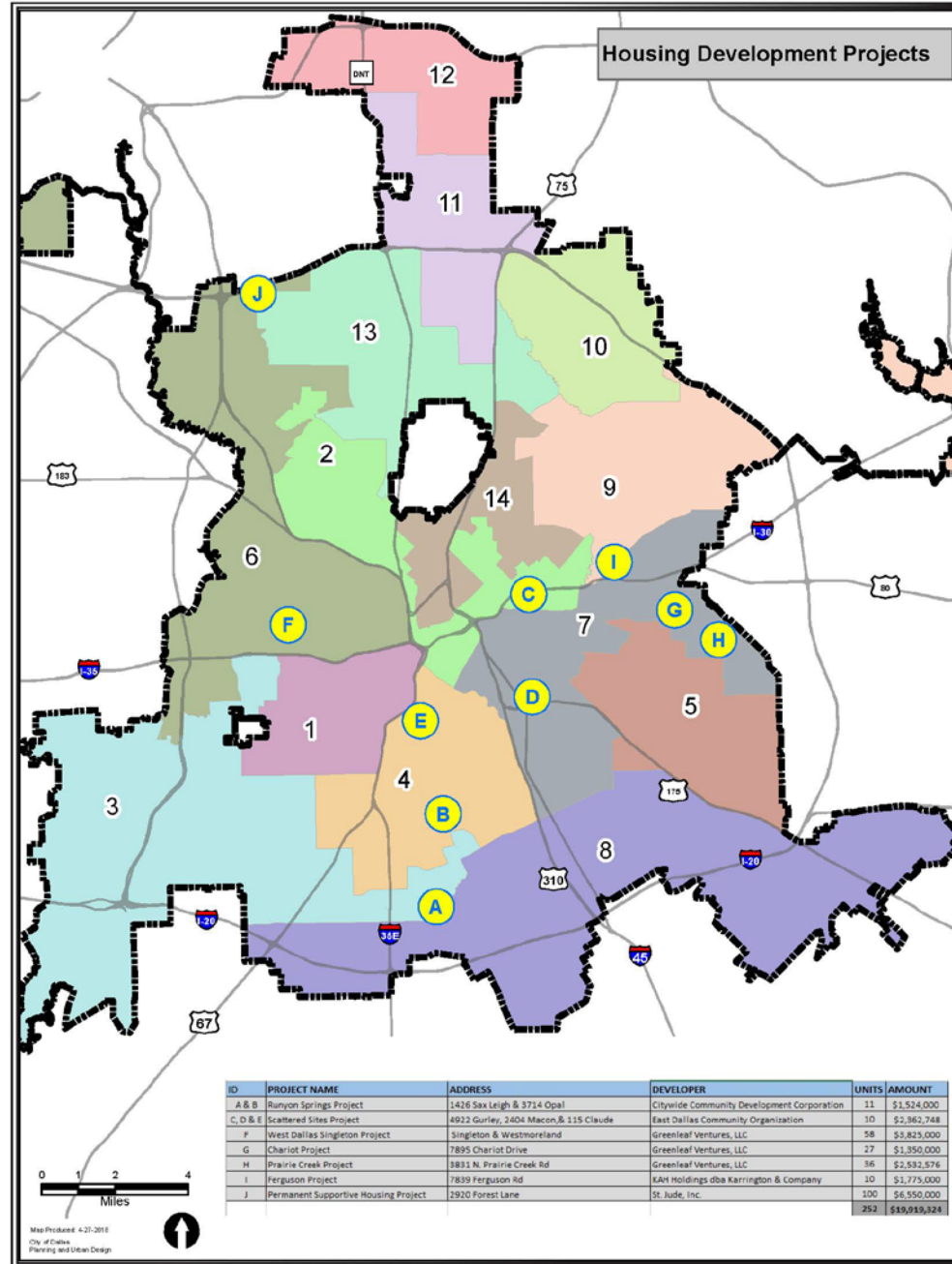
Summary

- Housing and Neighborhood Revitalization (HNR) Department oversees contracts to produce quality workforce housing throughout the City
- At the April 16th Economic Development & Housing Committee meeting, the HNR presented **10** of the **17** development contracts in varying stages of the development process, that are about to expire, have already expired, or require revisions
- Staff are implementing project management practices that are intended to assist developers with timely completion and within budget

Background

- Contract loan terms dependent on funding source
- Funding sources include:
 - ✓ HOME funds
 - ✓ CDBG funds
 - ✓ NSP funds
 - ✓ GO Bonds
- A summary of the remaining **7** of the developments and the proposed contract amendments are outlined in this briefing

Map



Background – cont'd

- **Development Name:** Scattered Sites Project
- **Council District/Location:** 2,4,7 / Jubilee and Dolphin Heights Neighborhood
- **Developer/Builder:** East Dallas Community Organization
- **Description:** New construction of **10** single family homes
- **Total Development Costs:** \$2,362,748
- **City Funds:** \$652,188 (HOME) \$55,020 (NSP) for hard and soft construction costs
- **Reason for Delays:** Closing on its private financing for the interim construction loan and in February heavy rain caused the builder delays in start of construction
- **Status:** **1** home was built and sold; **2** homes are 90% complete with pending homebuyers; Construction on **4** homes to begin before June 2018; Final **3** homes built and sold by October 2019
- **Amendment:** **(1)** extend the loan agreement from May 25, 2018 to November 30, 2019 and **(2)** amend the contract to include milestones

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Background – cont'd

- **Development Name:** Chariot Project
- **Council District/Location:** 7 / East Dallas on Chariot Drive
- **Developer/Builder:** Greenleaf Ventures, LLC
- **Description:** Infrastructure for **27** single family homes; Part of a larger development of 54 lots
- **Total Development Costs:** \$1,350,000
- **City Funds:** \$450,000 (2012 GO Bond) for infrastructure costs
- **Reason for Delays:** Due to unforeseen water and wastewater line repairs and civil plans approval; Original grant agreement did not account for the time to build the homes and sell to eligible homebuyers
- **Status:** Infrastructure is complete; Dallas Neighborhood Alliance (DNA) purchased the lots in August 2017 and construction is underway for **4** of the **27** lots; **5** additional lots have permits to start construction; Greenleaf Ventures, LLC is working with additional private developers to build homes in the subdivision
- **Amendment:** **(1)** extend the 2012 GO Bond conditional grant agreement completion date from October 30, 2017 to December 31, 2019 and **(2)** amend the contract to include milestones

Background – cont'd

- **Development Name:** Singleton Project
- **Council District/Location:** 6 / Singleton Blvd. and Westmoreland Rd.
- **Developer/Builder:** Greenleaf Ventures, LLC
- **Description:** Infrastructure for **58** single family homes; Part of a larger development with 116 total lots
- **Total Development Costs:** \$3,825,000
- **City Funds:** \$1,275,000 (2012 GO Bond) for infrastructure costs
- **Reason for Delays:** Due to the time it took to address the engineering for drainage issues and zoning for the new intersection at Singleton
- **Status:** Completed engineering and survey; Zoning Commission review scheduled for May 3, 2018; Utility work to begin in July 2018 and paving to begin in December 2018; Once paving is complete, lots will be sold to builders for construction of the homes
- **Amendment:** **(1)** extend the 2012 GO Bond conditional grant agreement completion date from October 30, 2017 to December 31, 2020 and **(2)** amend the contract to include milestones

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Background – cont'd

- **Development Name:** Prairie Creek Project
- **Council District/Location:** 7 / 3831 N. Prairie Creek Road
- **Developer/Builder:** Greenleaf Ventures, LLC
- **Description:** Infrastructure for **36** single family homes; Part of a larger development with 72 total lots
- **Total Development Costs:** \$2,532,576
- **City Funds:** \$844,192 (2012 GO Bond) for infrastructure costs
- **Reason for Delays:** Due to platting approval; the original grant agreement did not account for the time to build the homes and sell to eligible homebuyers
- **Status:** Completed platting and grading on the lots; Utilities completed by May 2018; Paving to start in August 2018; Immediately following the completion of the paving, the developer will sell the lots to homebuilders; Greenleaf Ventures, LLC is working with private developers to build homes in the subdivision
- **Amendment:** **(1)** extend the 2012 GO Bond conditional grant agreement completion date from May 25, 2018 to May 31, 2020 and **(2)** amend the contract to include milestones

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Background, cont'd

- **Development Name:** Runyon Springs II Project
- **Council District/Location:** 8 / Lancaster Corridor
- **Developer/Builder:** Citywide Community Development Corporation
- **Description:** New construction of **11** homebuyer units for low-income households
- **Total Development Costs:** \$1,524,000
- **City Funds:** \$90,000 (NSP) and \$885,000 (HOME) to pay for soft and hard construction costs
- **Reason for Delays:** Developer is considering additional lots for the project
- **Status:** Contract has not been executed and construction has not started; Environmental review and plans have been completed for **5** of the **11** homes
- **Amendment:** Staff does not recommend an amendment at this time due to the status of the project and will present the item once due diligence is complete

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Background, cont'd

- **Development Name:** Ferguson Townhomes Project
- **Council District/Location:** 9 / 7839 Ferguson Road
- **Developer/Builder:** KAH Holdings dba Karrington & Company
- **Description:** New construction of **10** townhomes for sale to low-income households
- **Total Development Costs:** \$1,775,000
- **City Funds:** \$450,000 (HOME) to pay for soft and hard construction costs
- **Reason for Delays:** Result of the time it has taken to complete the environmental review and plans review; It has taken over 12 months for the review process to prepare to pull permits
- **Status:** Karrington is awaiting a new underwrite for financial review by the City and completion of the plans review to pull permits to start construction
- **Amendment:** Staff does not recommend an amendment at this time due to the status of the project and will present the item once due diligence is complete

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Background, cont'd

- **Development Name:** St. Jude Permanent Supportive Housing Project
- **Council District/Location:** 12 / 2920 Forest Lane
- **Developer/Builder:** St. Jude, Inc.
- **Description:** Acquisition and rehabilitation of a 100-unit apartment complex for homeless.
- **Total Development Costs:** \$6,550,000
- **City Funds:** \$2,000,000 (HOME) to pay for acquisition costs
- **Reason for Delays:** N/A
- **Status:** Requested an increase in funding and changes to the terms of the HOME loan agreement; Property has been acquired; Rehabilitation on the units is underway
- **Amendment:** Staff does not recommend an amendment at this time due to the status of the project and will present the item once due diligence is complete

Issues

- There have been several issues and challenges to complete these developments outside of normal construction delays
- Delays include:
 - Contract deadlines did not anticipate timing for the City's development processes such as platting, zoning, and/or infrastructure plans review;
 - Some lots acquired were either tax foreclosures or land bank lots and clearing title was a challenge due to lien releases or issues with heirship; or
 - Contracts were brought forward to Council for consideration and executed prematurely

Alternatives

If Council does not amend the contracts, then the following could occur:

1. Development will halt;
2. There will be incomplete houses;
3. City will be liable for repayment in instances where federal funds were utilized; or
4. Further, the City could be required to initiate foreclosure actions

Staff Recommendations and Next Steps

1. HNR staff will add milestones to the amended development contracts and developers that fail to meet milestones shall be in default of contract and will have **30** days to cure;
2. HNR staff will be proactive and shepherd developers faced with challenges in the development process;
3. Prior to Council action and contract execution, HNR staff will ensure all development due diligence is complete including certifying/recertifying CHDOs in accordance with federal regulations and drafting contracts in advance to minimize delays to issuance of a notice to proceed or construction commencement

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Staff Recommendations and Next Steps – cont'd

Action	Date
4 of 7 Proposed Contract Amendments to Council	June 13, 2018
Staff recommends approval by the EDHC, and once approved HNR staff plans to move forward these 4 amendments for City Council consideration on June 13, 2018	



Housing Development Contract Amendments

**Economic Development &
Housing Committee
May 7, 2018**

**Avis F. Chaisson, Assistant Director
Housing and Neighborhood Revitalization
City of Dallas**

