

**HOUSING COMMITTEE**  
**DALLAS CITY COUNCIL COMMITTEE AGENDA**

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CITY SECRETARY  
DALLAS, TEXAS

TUESDAY, SEPTEMBER 6, 2016  
CITY HALL  
COUNCIL BRIEFING ROOM, 6ES  
1500 MARILLA  
DALLAS, TEXAS 75201  
11:00 A.M. – 12:30 P.M.

**Chair**, Councilmember Scott Griggs  
**Vice-Chair**, Councilmember Carolyn King Arnold  
Mayor Pro Tem Monica R. Alonzo  
Councilmember Tiffinni A. Young  
Councilmember Mark Clayton  
Councilmember Casey Thomas, II

Call to Order

1. Approval of Minutes

**BRIEFINGS**

2. Homeless Services and Encampment Protocol  
*All Districts*  

Bernadette Mitchell  
Director  
Housing Department

Cindy Crain  
President/CEO  
Metro Dallas Homeless Alliance

3. **UPCOMING AGENDA ITEMS**

**Housing**  
**September 14, 2016**

- A. Authorize (1) approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by Carrcomm Enterprises LLC for the construction of a house; (2) the sale of 1 vacant lot (list attached) from Dallas Housing Acquisition and Development Corporation to Carrcomm Enterprises LLC; and (3) execution of a release of lien for any non-tax liens on the 1 property that may have been filed by the City – District 4
- B. Authorize (1) approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by Dallas Area Habitat for Humanity for the construction of houses; (2) the sale of 3 vacant lots (list attached) from Dallas Housing Acquisition and Development Corporation to Dallas Area Habitat for Humanity; and (3) execution of a release of lien for any non-tax liens on the 3 properties that may have been filed by the City – District 7
- C. Authorize (1) approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by King Home Builders, LLC for the construction of a house; (2) the sale of 1 vacant lot (list attached) from Dallas Housing Acquisition and Development Corporation

to King Home Builders, LLC; and (3) execution of a release of lien for any non-tax liens on the 1 property that may have been filed by the City – District 6

- D. Authorize an amendment to Resolution No. 13-1795, previously approved on October 8, 2013, on an economic development loan with South Dallas/Fair Park Innercity Community Development Corporation for the acquisition of improved and unimproved properties, located within the Frazier Neighborhood Investment Program area, including associated closing costs, relocation, environmental remediation, demolition costs, predevelopment costs and development costs for the purpose of constructing residential, retail, commercial, or mixed-use redevelopment as part of the Economic Development Plan for the Frazier area to (1) change the economic development loan to a conditional grant agreement; and (2) extend the completion date from September 2, 2015 to December 31, 2018 – District 7
- E. Authorize an amendment to Resolution No. 14-1056, previously approved on June 25, 2014, for an existing development loan with City Wide Community Development Corporation for acquisition, demolition, relocation, and other related costs for Lancaster-Opal Project to (1) change the development loan to a conditional grant agreement; and (2) extend the completion date from September 12, 2016 to September 12, 2018 – District 4
- F. Authorize an amendment to Resolution No. 15-1078, previously approved on June 10, 2015, for a housing development loan in an amount not to exceed \$540,000 with Dallas Area Habitat for Humanity for construction of 18 single family homes to be located on scattered sites in the Joppa Neighborhood area to extend the completion date from August 26, 2016 to August 31, 2017 – District 7
- G. Authorize an amendment to Resolution No. 15-1379, previously approved on August 12, 2015, for the conditional grant agreement in the amount of \$1,150,000 with Urban Mixed Use, LLC to extend the completion date from June 30, 2016 to June 30, 2017 for the predevelopment and construction of the 38-unit multifamily project located at 3221 Elihu Street – District 7
- H. A public hearing to receive comments on the proposed sale of eight unimproved properties acquired by the taxing authorities from the Sheriff to Dallas Neighborhood Alliance for Habitat, Inc., a qualified non-profit organization; and, at the close of the public hearing, authorize the City Manager to: (1) quitclaim eight unimproved properties to Dallas Neighborhood Alliance for Habitat, Inc., using the HB110 process of the City's Land Transfer Program; and (2) release the City's non-tax liens included in the foreclosure judgment together with post-judgment non-tax liens, if any (list attached) – District 6

**City Attorney's Office**  
**September 14, 2016**

- I. Authorize a third amendment to the professional services contract with Sims Moore Hill & Gannon, L.L.P. f/k/a Sims Moore Hill Gannon & Crain, L.L.P. for legal services in connection with the operation of the Mortgage Assistance Program in the City's Housing/Community Services Department to extend the term of the contract through September 30, 2018 - Not to exceed \$100,000, from \$150,000 to \$250,000 – Districts N/A

**Housing  
September 14, 2016**

- J. DRAFT Addendum Item - This item authorizes an amendment to Resolution No. 16-0847 approved on May 25, 2016 for a housing development loan with City Wide Community Development Corporation, a certified Community Housing Development Organization, to (1) increase the number of units from five to eleven; (2) increase funds from \$225,000 to \$975,000; and (3) extend the completion date from May 25, 2016 to May 25, 2018 for construction of single family homes located on scattered sites in the Lancaster Corridor – Districts 4,8
- K. DRAFT Addendum Item - This item authorizes an amendment to Resolution No. 16-1224 approved on August 10, 2016 for a housing development loan in an amount not to exceed \$320,000 with South Dallas Fair Park/Innercity Community Development Corporation (ICDC), a certified Community Housing Development Organization, to (1) increase the number of units from five to eleven; (2) increase funding from \$320,000 to \$1,220,000; and (3) to extend the contract from March 30, 2017 to March 30, 2018 for scattered sites homes located in the Fair Park area – District 7

Adjourn



Scott Griggs, Chair  
Housing Committee

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

1. Contemplated or pending litigation, or matters where legal advice is requested of 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 effect 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 the deliberation in an open meeting would have a detrimental effect 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 the appointment, 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 devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

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 propiedad con una pistola a la vista. "*

# Housing Committee

## Meeting Record August 29, 2016 Special Call Meeting

The Housing Committee meetings are recorded. Agenda materials and audiotapes may be reviewed/copied by contacting the Housing Department Staff Coordinator at 214-670-3906.

**Meeting Date:** August 29, 2016

**Meeting Start time:** 11:06 A.M.

<p><b>Committee Members Present:</b>                  Scott Griggs (Chair)                  Carolyn King Arnold (Vice Chair)                  Tiffinni A. Young                  Monica R. Alonzo                  Mark Clayton                  Casey Thomas, II</p> <p><b>Other Council Members Present:</b>                  Philip Kington                  B. Adam McGough                  Erik Wilson</p>	<p><b>Staff Present:</b>                  Alan Sims, Chief of Neighborhood Plus                  Bernadette Mitchell, Director/H/CS                  Karl Zavitkovsky, Director/ECO                  David Cossum, Director/DEV                  Robin Bentley-CAO</p> <p><b>Other Presenters:</b></p>
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**AGENDA:**

**Housing Committee Meeting Called to Order by CM Scott Griggs**

1. **Approval of August 15, 2016 Minutes of the Housing Committee**  
**Presenter(s): CM Scott Griggs**

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

<b>Motion made by:</b> CM Casey Thomas	<b>Motion seconded by:</b> CM Monica Alonzo
<b>Item passed unanimously:</b> X	<b>Item passed on a divided vote:</b> _____
<b>Item failed unanimously:</b> _____	<b>Item failed on a divided vote:</b> _____

**Follow-up (if necessary):**

2. **Briefing Memo: Affordable Housing Policy: TIF Districts and Public Private Partnership Program-All Districts**

**Presenter(s):** Alan Sims, Chief of Neighborhood Plus/Bernadette Mitchell, Director of Housing/Community Services/Karl Zavitkovsky, Director of Office of Economic Development

**Information Only:** \_\_\_\_\_

**Action Taken/Committee Recommendation(s):**

<b>Motion made by:</b>	<b>Motion seconded by:</b>
<b>Item passed unanimously:</b> _____	<b>Item passed on a divided vote:</b> _____
<b>Item failed unanimously:</b> _____	<b>Item failed on a divided vote:</b> _____

**Follow-up (if necessary):**

3. City of Dallas Housing Policies-All Districts

Presenter(s): Alan Sims, Chief of Neighborhood Plus/Bernadette Mitchell, Director of Housing/Community Services

Information Only: \_\_\_\_\_

**#2 Source of Income Ordinance (Chapter 20A)**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with committee recommendations

<b>Motion made by:</b> CM Scott Griggs	<b>Motion seconded by:</b> CM Mark Clayton
Item passed unanimously: <u>X</u>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#3 Housing placement policy for multifamily rental units using Housing Tax Credits (HTC's)**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with staff recommendations.

<b>Motion made by:</b> CM Casey Thomas	<b>Motion seconded by:</b> CM Mark Clayton
	<b>Opposed by:</b> CM Carolyn King Arnold
Item passed unanimously: <u>X</u>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#4 Voluntary Inclusionary Program**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with staff recommendations.

<b>Motion made by:</b> CM Mark Clayton	<b>Motion seconded by:</b> CM Scott Griggs
	<b>CM Absent during voting:</b> CM Casey Thomas
Item passed unanimously: <u>X</u>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#5 Tax Increment Financing (TIF) District Policy**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with staff recommendations.

<b>Motion made by:</b> CM Monica Alonzo	<b>Motion seconded by:</b> CM Casey Thomas
<b>For:</b> CM Carolyn King Arnold	<b>Opposed by:</b> CM Mark Clayton CM Scott Griggs CM Tiffinni Young
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: <u>X</u>

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with committee recommendations.

<b>Motion made by:</b> CM Scott Griggs	<b>Motion seconded by:</b> CM Mark Clayton
<b>For:</b> Tiffinni Young	<b>Opposed by:</b> CM Monica Alonzo CM Tiffinni Young CM Casey Thomas
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: <u>X</u>

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with no recommendations to consider as a commit as a whole.

<b>Motion made by:</b> CM Mark Clayton	<b>Motion seconded by:</b> CM Tiffinni Young
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#6 Home Improvement Rebate Program**

**Information Only:** X

**Action Taken/Committee Recommendation(s):**

<b>Motion made by:</b> _____	<b>Motion seconded by:</b> _____
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#7 Chapter 27 Minimum Housing Standard Ordinance to ensure safe, sanitary, and healthy habitability standards for all residents of Dallas**

**Information Only:** X

**Action Taken/Committee Recommendation(s):**

<b>Motion made by:</b> _____	<b>Motion seconded by:</b> _____
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**#8 Housing Mobility Program for voucher holders to be developed with the Dallas Housing Authority and other regional housing partners to affirmatively further fair housing choices throughout the Region, includes Landlord Sublease/Guarantor Program**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with staff recommendations.

<b>Motion made by:</b> CM Scott Griggs	<b>Motion seconded by:</b> CM Mark Clayton
<b>For:</b> CM Carolyn King Arnold CM Casey Thomas	<b>Opposed by:</b> CM Monica Alonzo CM Tiffinni Young
Item passed unanimously: _____	Item passed on a divided vote: <b>X</b>
Item failed unanimously: _____	Item failed on a divided vote: _____

**#9 Each project considered by the Housing or Economic Development Departments shall be evaluated by the Office of Fair Housing to ensure the project affirmatively furthers fair housing and otherwise complies with the City's obligation under the Fair Housing Act.**

**Action Taken/Committee Recommendation(s):** Motion made to move forward to full council with staff recommendations.

<b>Motion made by:</b> CM Carolyn King Arnold	<b>Motion seconded by:</b> CM Tiffinni Young
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Meeting Adjourned:** \_\_\_\_\_ **12:26 P.M.**

DRAFT

# Memorandum



CITY OF DALLAS

DATE September 2, 2016

TO Housing Committee Members: Scott Griggs, Chair, Carolyn King Arnold, Vice-Chair, Mayor Pro-Tem Monica R. Alonzo, Tiffinni A. Young, Mark Clayton, and Casey Thomas, II

SUBJECT Homeless Services and Encampment Protocol

On Tuesday, September 6, 2016, you will be briefed on Homeless Services and Encampment Protocol. A copy of the briefing is attached.

Please let me know if you have any questions.

A handwritten signature in black ink, appearing to read 'Alan E. Sims'.

Alan E. Sims  
Chief of Neighborhood Plus

c: The Honorable Mayor and Members of the City Council  
A. C. Gonzalez, City Manager  
Rosa A. Rios, City Secretary  
Christopher D. Bowers, Interim City Attorney  
Craig Kinton, City Auditor  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
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  
Elsa Cantu, Assistant to the City Manager – Mayor and Council



# Homeless Services and Encampment Protocol

Housing/Community Services Department

Housing Committee

September 6, 2016



# Purpose

- ▶ Provide information regarding the City of Dallas Homeless Services Programs
- ▶ Discuss Additional Resources for Immediate Needs
- ▶ Discuss Encampment Protocol



# City of Dallas Homeless Services

- ▶ The Comprehensive Homeless Outreach Division has oversight of the City's supportive housing programs focused on persons experiencing homelessness or at risk of homelessness
- ▶ Comprehensive Homeless Outreach team is dedicated to following services:
  - ▶ Intake and assessment of homeless
  - ▶ Creation of housing/treatment plans with homeless
  - ▶ Supportive services to locate housing, jobs, transportation, mental & behavioral health care to individuals and families
  - ▶ Vouchers for rental assistance, including application fees & security deposits
  - ▶ Client home visits (at least monthly)
  - ▶ Landlord liasons
  - ▶ Special services for those formerly incarcerated, seniors, and HIV/AIDS clients
  - ▶ Emergency homeless prevention assistance
  - ▶ Management of subrecipient contracts

# Budgets & Funding Sources

- ▶ FY 15-16 Budget is \$12,324,131
  - ▶ General Funds \$6,193,230
  - ▶ Dallas County Funds \$1,100,000 (pass through for the Bridge operations)
  - ▶ Grant Funds \$5,030,901
- ▶ FY 16-17 Proposed Budget is \$16,672,615
  - ▶ General Funds \$7,141,767
  - ▶ Dallas County Funds \$1,100,000 (pass through for the Bridge operations)
  - ▶ Grant Funds \$8,430,848

Note: City of Dallas contracts \$3.8M of general funds for the Bridge operations

# Grant Funds

- ▶ HUD Emergency Solutions Grant
- ▶ HUD Housing Opportunities for Persons with AIDS (HOPWA) Competitive Funds
- ▶ HUD Continuum of Care Funds for Rapid Rehousing & Permanent Supportive Housing Competitive Funds
- ▶ Texas Department of Housing & Community Affairs
- ▶ Department of State Health Services

# Partners

- ▶ AIDS Services of Dallas
- ▶ Austin Street Shelter
- ▶ Bridge Steps
- ▶ CitySquare
- ▶ Dallas County
- ▶ Dallas Housing Authority
- ▶ Dallas Life
- ▶ Family Gateway
- ▶ Family Place
- ▶ Health Services of North Texas
- ▶ Homeward Bound
- ▶ Legacy Counseling Center
- ▶ Legal Aid of Northwest Texas
- ▶ Men of Nehemiah
- ▶ Metro Dallas Homeless Alliance
- ▶ Metrocare
- ▶ My Second Chance
- ▶ Open Arms
- ▶ Operation Relief Center
- ▶ Our Calling
- ▶ Parkland HOMES
- ▶ Salvation Army
- ▶ Shared Housing
- ▶ Turtle Creek Recovery
- ▶ Union Gospel
- ▶ Unlocking DOORS
- ▶ Veterans Affairs

# Performance Metrics

- ▶ Emergency Solutions Grant
  - ▶ Number of clients receiving case management
  - ▶ Number of unduplicated homeless persons placed in housing
  - ▶ Percent of clients staying in permanent supportive housing for seven (7) months or longer
- ▶ Continuum of Care
  - ▶ Number of clients receiving case management
  - ▶ Number of unduplicated homeless persons placed in housing
  - ▶ Percent of clients staying in permanent supportive housing for seven (7) months or longer
- ▶ Housing Opportunities of Persons with AIDS
  - ▶ Number of clients receiving case management
  - ▶ Number of unduplicated homeless persons placed in housing

# Immediate Needs for System Improvement

- ▶ Street Outreach
- ▶ Supportive Services & case management
- ▶ Housing Navigators
- ▶ Application fees, security deposits, other miscellaneous expenses
- ▶ Mental and Behavioral Health Care
- ▶ Respite Care
- ▶ Youth Services
- ▶ All service providers need a common data platform to share information
- ▶ Encampment Protocol



# FY 16-17 Additional Resources from General Fund

- ▶ Hire additional case workers to cover functions of street outreach, supportive services & case management, and housing navigation
  - ▶ Leveraged with County and State Resources
  - ▶ Includes Mental & Behavioral Health Resources
- ▶ Provide flex funds to pay for transportation, identification materials, overnight stays (hotel, boarding home, shelter), application fees, security deposits, other expenses
- ▶ Utilize some funding for encampment clean-up and fencing (as needed)

Note: See attachment A for Implementation Plan and Outputs and Impacts

# FY 16-17 Additional Resources from State of Texas

- ▶ Department of State Health Services- Healthy Communities Collaborative (HCC) will provide \$4.1M for agencies to provide:
  - ▶ Street Outreach
  - ▶ Mental Health and Substance Abuse/Detoxification Services
  - ▶ Emergency Shelter
  - ▶ Transitional and Permanent Housing
  - ▶ Intensive Case management
- ▶ State funds must be matched dollar-for-dollar with private funds by the agencies

# Questions

# Homeless Encampments





# Evaluation of All Reported Encampments

- ▶ DPD Crisis Intervention initially responds to 311 City of Dallas Emergency Service calls
- ▶ Crisis Intervention determines whether the encampment is situational or permanent
  - ▶ Situational might be characterized by “here one night and gone the next morning”
  - ▶ Permanent is characterized by the existence of free-standing structures, personal belongings, and other valuables
- ▶ If a permanent encampment is identified, the Crisis Team will attempt to outreach and assess the homeless persons
  - ▶ The Crisis Team offers referrals, transportation to shelter, and “warm handoff” to mental health/substance abuse treatment
  - ▶ Crisis has been primarily involved in providing **Notices of Closure** and **Notices to Vacate** when an encampment is being closed

# Clean-up of Right of Way

- ▶ In the past, the Department of Street Services has had the responsibility of removing debris/litter from right-of-way using various methods:
  - ▶ City Median Maintenance (via contractor)
    - ▶ All median throughout the city have litter picked up in advance of mowing every 14 days
    - ▶ Litter removal continues after the mowing season during the winter months as well
  - ▶ TxDot Right of Way (via contractor)
    - ▶ All TxDOT ROW has litter removed every 28 days in advance of mowing
    - ▶ Winter cycle is included
  - ▶ Emergency Response (in-house)
    - ▶ As debris/litter accumulates in the city ROW as poses a hazard to motorists
    - ▶ Streets emergency crews will abate the hazards affecting traffic
- ▶ Over the years, due to the growth in permanent encampments, HAZMAT teams had to be engaged with additional expenses to the general fund

# Departments Picking Up Trash, Litter, Debris

- ▶ Code Enforcement
  - ▶ Illegal Dumping
- ▶ Parks
- ▶ Sanitation
  - ▶ Residential and Commercial Customers
- ▶ Streets
- ▶ Trinity



# Recap of I-45/I-30 Encampment Closure

- ▶ Site included five sections A-E
  - ▶ Closure was performed in sections
- ▶ Approximate high point of 300 people
- ▶ Timeframe for actual closure was 45 days
- ▶ Comprehensive Assessment/Triage of the population
- ▶ Intensive Case Management
- ▶ Identified Resources
- ▶ Communications Planning
  - ▶ Strived for a single coordinated message between “tent city”, service providers, neighborhoods, Police Department, City Officials, and other stakeholders
  - ▶ No Trespassing signage throughout, Closure Notices weekly, Notice to Vacate a week before section closure
- ▶ Days of Closure
  - ▶ Outreach workers and volunteers assisted persons with moving their items
  - ▶ Patrol officers were present ensuring safety
  - ▶ Cleanup began immediately after the site was vacated; fencing was complete by the end of the day to secure the site

# Accomplishments Since “Tent City” Closure

- ▶ Creation of Permanent Street Outreach and Intensive Case Management Team
  - ▶ 57 persons housed by City Square
  - ▶ 4 moved outside of Dallas
  - ▶ 13 persons in emergency shelter
  - ▶ 2 persons housed by Metrocare Services
  - ▶ 2 persons to private permanent housing
  - ▶ 18 fully assessed and prioritized on housing priority list
- ▶ Dashboard of all known encampments through 311/911 calls
- ▶ Closure of Coombs encampment in July 2016
- ▶ Tracking of Harwood and Haskell encampments
  - ▶ Noting the health and safety concerns and number of tents

# Encampment Closure Proposed Policy

1. Site Assessment Review by a Team
2. Recommend Closure Plan
3. Implement the Encampment Closure Plan

# Site Assessment Review

Encampment Information Reviewed by Team of City of Dallas and Continuum of Care leadership

- ▶ 311/911 calls
- ▶ Evidence & documentation of significant public safety concerns
- ▶ Map and characteristics of the site (e.g. Is this public property?)
- ▶ Population count and basic needs assessment

# Recommend Closure Plan

Closure Plan details will include:

- ▶ Resources required for supportive services to persons in the encampment
  - ▶ 1 full time case manager for every 10 households
  - ▶ Viable placement options (i.e. shelter, treatment centers, housing)
- ▶ Resources required for site clean-up
  - ▶ Placement of trash receptacles
  - ▶ Determine whether to contract clean-up in advance of closure
- ▶ Timeline for closure, including when signage is posted and notices are distributed
- ▶ Legal Review

# Implement the Plan

- ▶ Trespassing signs posted
- ▶ Initial closure notices distributed by the City and weekly until closure
- ▶ Blitz assessments by street outreach team
- ▶ Weekly case management staffing
- ▶ Weekly meetings with the closure team
- ▶ Notices to vacate 4-5 days before closure
- ▶ On close date, case managers, DPD, Sanitation, Streets, Housing/Community Service staff on hand to manage site and homeless people
- ▶ Housing/Community Services orders clean-up and possibly fencing for the date of closure

# Attachment A

Implementation of City of Dallas Expanded Homeless Initiative

# Implementation of City of Dallas Expanded Homeless Initiative Funding - \$1,000,000 Budget Enhancement

<b>\$1 Mill – 312 Unduplicated Households</b>	<b>Street Outreach, DHA and Shelter Based Supportive Services</b>	Q1	Q2	Q3	Q4	Projected Annualized Outputs and Impacts	Accountability Performance Metrics
		<i>Oct 1 – Dec 31 Q1 Report Jan 25</i>	<i>Jan 1 – March 30 Q2 Report April 25</i>	<i>April 1 – June 30 Q3 Report July 25</i>	<i>July 1 – Sept 30 Preliminary Final report Aug 25</i>	<i>Outputs recorded in HMIS</i>	<i>Monthly Dashboard Reporting</i>
	Budget Items:  8 City of Dallas positions: - 1 Program Supervisor - 1 Admin - 2 Street Outreach Case Managers - 2 Shelter Based Housing Navigators - 2 Tenant-Based Case Managers supporting DHA Vouchers  Supplies, transportation, equipment, cell phone, mileage  Direct Client Services – Birth Certificates, IDs, Transportation, Moving costs (application fees, security deposits, risk fees, relocations), and other flex fund costs.  Emergency Hotel stay for households  Expanded materials for encampment clean-up	-Complete Hiring -Staff training on HMIS, Coordinated Assessment System (CAS) -Begin interagency staffing with Street Outreach Committee with partners (MDHA, CitySquare, MetroCare, Crisis Intervention and Emergency Shelters  -Finalization of Encampment Closures Policy  -Encampment Assessments  -Two encampments closures - Six Interagency Staffing meetings -Housing navigation and placement 24 ES households	-Comprehensive encampment data secured for January Point in Time Count -Complete unsheltered client by-name list in HMIS integrated with Coordinated Assessment Housing Priority List (Including Vets, Chronic) -Encampment Assessments  -Up to three Encampment Closures as encampment protocol allows  -Point in Time Count Complete -Six Interagency client staffing meetings  - House 10 DHA households -Housing navigation and placement 24 ES households	-Effectively end unsheltered Veteran homelessness  -Reduce Chronic Unsheltered and Emergency Sheltered homelessness by 10%  -Encampment Assessments  -Up to three Encampment Closures as encampment protocol allows  -Six Interagency client staffing meetings  -House 10 DHA Households -Housing navigation and placement 24 ES households	-Reduce Chronic Unsheltered and Emergency Homelessness by another 10%  -Encampment Assessments  -Up to three Encampment Closures as protocol allows  -Six Interagency client staffing meetings  -House 10 DHA Households -Housing navigation and placement 24 ES households	4 Case Managers maintain 10 household caseloads with average engagement time frame of 45 days  2 Tenant Based Case Manager with 36 household caseload  -240 Engagements  - 180 Direct Services Provided  -135 Exits from Unsheltered Street Outreach  - 96 Exits from Emergency Shelter  -65 emergency hotel stays - Eleven Encampment closures	-Number of contacts, engagements and enrollments in Street Outreach (MDHA HMIS)  -Exits to ES, TH, RRH or PH (MDHA HMIS)  -By-name list and CAS housing reports (MDHA CAS)  -Critical Documents and direct client services secured (COD/MDHA)  -Income and Benefit Changes (MDHA HMIS)  -311 calls Analysis (COD)  -911 calls Analysis (COD)  -Encampment Map Update (COD)



# Attachment B

Dallas Commission on Homeless Subcommittee Recommended Protocol

## Evaluation and Action Guidelines for Clearing Homeless Encampment

June 20, 2016

Cindy J. Crain, CEO and President  
Metro Dallas Homeless Alliance

*This document has been reviewed and amended in consultation with the Dallas Commission on Homelessness Unsheltered Homeless Subcommittee on June 20, 2016.*

These guidelines detail the proposed process for evaluation and appropriate action in response to an encampment of persons experiencing homelessness within the Dallas city limits. The guidelines are developed to establish cooperative responses to unsheltered homeless by city officials and the emergency homeless response system.

These guidelines are built with the acknowledgment that the experience of extreme poverty and associated housing barriers is the contributing factor to a person spending the night in an outdoor place not meant for human habitation. The subjects of encampment clearing decisions will meet the HUD definition of unsheltered homelessness. The basis of these guidelines is to, at every possible stage, respond first and foremost to addressing the extreme poverty and homelessness condition that has resulted in a concentrated area presenting with serious observable threats to public health and safety.

### **Identification of Encampment Site for Evaluation for Clearing**

The City of Dallas 311 system currently is used to identify concerns and locations related to unsheltered homeless. These calls are typically routed to the Dallas Police Department Crisis Intervention Unit following existing protocols (*See attached CIU Operational protocol*). Each occasion is triaged with available resources to resolve the complaint.

When a location begins to exhibit signs of threats to public health and safety concerns as determined by either a City of Dallas department head or homeless service provider leadership, the Crisis Intervention Unit in cooperation with MDHA or an assigned Street

Outreach Provider, will develop an encampment profile document. The profile may include:

- A map, description and ownership information of the geographic area/property
- Relevant 311/911 call logs and police reports
- Population census and basic demographic information of encampment residents
- Case management assessments of encampment residents
- Photos, descriptions or other information related to public safety or public health observed in the area

The Encampment Profile will be presented for review to the Encampment Evaluation Team to determine a planned response. The Encampment Evaluation Team will include representation from:

Housing and Community Services Department  
Dallas Police Department  
Dallas Fire and Rescue  
City Attorney  
Streets and Public Works Department  
MDHA and Street Outreach Providers

The Encampment Evaluation Team will recommend the course of action necessary to appropriately abate the property, public health and/or safety concerns. The scale of the recommended response may include only the provision of limited services and/or case management, to a full encampment closure including notice to vacate, clearing and securing of the area.

### **Encampment Closure Process**

If the Encampment Evaluation Team determines that the site should be responded to with a full closure, the process should follow the following stages:

## **A. Resource Assessment Stage**

- Comprehensive evaluation of staffing and housing resources to provide adequate services to the persons in the encampment. Before the encampment closure process is to begin, the City of Dallas and MDHA must be able to acquire a minimum threshold amount of resources dedicated to the encampment:
  - full-time case management services of at least one case manager for every ten households within the encampment area
  - identification of available shelter and housing for no less than 50% of the verified encampment population households
  - Flexible Assistance Funds of at least \$500 per person for 50% of the verified encampment population
- Comprehensive evaluation of legal, staffing, clean-up, and security resources necessary to close the encampment.

Once the resources necessary to properly respond to the population are identified and committed to the encampment closure, the Encampment Evaluation Team will meet and establish the closure timeline. The timeline will include:

### **Notice of Closure Stage**

Development of a 45 day Encampment Closure Plan detailing proposed actions and timeline for providing case management and housing access services to the persons at the site, actions and timelines to provide notice, clearing and securing the site. Because many persons who are experiencing homelessness may be recipients of mainstream benefit income such as SSI/SSDI, Social Security or Veterans benefits which commonly are paid on the first or third day of the month, the closure plan should consider closure dates that fall within the first week of the month to increase the opportunities to make these funds available as part of an individual's housing plan.

- Written *Notice of Closure* of 45 days' notice distributed to area residents, and repeat notices distributed bi-weekly in case of new residents moving into
- Intensive case management and housing services
- Weekly Encampment Closure Team progress briefings and population report
- First written *Notice to Vacate* distributed to encampment residents within seven days of closure
- Second written *Notice to Vacate* distributed to encampment residents within three days of closure
- Intensive outreach, case management and other support services to residents over final 48 hours prior to closure.
- Closure of encampment to residents and case managers and conduct site cleanup and clearing.
- Secure site.

All aspects of service and resource provision, notification and property handling will be conducted with the goal to minimize conflict and trauma. Encampment closure success will be defined when the process involves no citations or arrests and at least 50% of the encampment residents are relocated to shelter or housing.

#### **A. Emergency Amendments to an Encampment Closure Plan/Timeline**

At any point during the encampment closure process, the City of Dallas may have the discretion to expedite or extend closure because of unforeseen emergency conditions related to public health and safety or unanticipated loss of encampment closure resources.

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 4  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 65F

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**SUBJECT**

Authorize (1) approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by Carrcomm Enterprises LLC for the construction of a house; (2) the sale of 1 vacant lot (list attached) from Dallas Housing Acquisition and Development Corporation to Carrcomm Enterprises LLC; and (3) execution of a release of lien for any non-tax liens on the 1 property that may have been filed by the City – Financing: No cost consideration to the City

**BACKGROUND**

On June 18, 2003, Governor Perry signed the Urban Land Bank Demonstration Program Act. The Act allows the governing body of a municipality to adopt an Urban Land Bank Demonstration Program in which the officer charged with selling real property ordered sold pursuant to foreclosure of a tax lien may sell certain eligible real property by private sale to a land bank for the purpose of affordable housing developments. The City Council then established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C on January 28, 2004.

Carrcomm Enterprises LLC has submitted a proposal and development plan to DHADC for 1 lot shown on the attached list. The DHADC board of directors has approved the development plan and sale of the 1 lot, subject to City Council approval. This item will authorize City Council approval of the development plan submitted by Carrcomm Enterprises LLC to DHADC, the sale of that lot from DHADC to Carrcomm Enterprises LLC and the release of lien for any non-tax liens that may have been filed by the City. The vacant lot was purchased by DHADC from a Sheriff's sale pursuant to foreclosure of tax liens and any non-tax liens. DHADC's Deed without Warranty to Carrcomm Enterprises LLC will contain a reverter that returns the property to DHADC if a construction permit is not applied for by Carrcomm Enterprises LLC and construction financing is not closed within three years of conveyance.

**BACKGROUND (continued)**

Carrcomm Enterprises LLC will build a single family house on the lot. The approximate square footage and sales price of the house will be from 1,500 to 1,700 square feet and \$170,000. The lot will be deed restricted for sale to an eligible family.

DHADC will receive \$5,000.00 for the sales price of the vacant lot to Carrcomm Enterprises LLC, as calculated from the 2015-16 Land Bank Plan approved by City Council.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 28, 2004, by Resolution No. 04-0458, City Council established DHADC as its land bank for the purpose of acquiring, holding and transferring unimproved real property for the purpose of promoting the development of affordable housing as allowed under Chapter 379C of the Texas Local Government Code.

On September 21, 2015, the Housing Committee was briefed regarding the Urban Land Bank Demonstration Program which outlined the process and status of the program.

On July 21, 2016, the DHADC board of directors approved the development plan and sale of 1 lot from DHADC to Carrcomm Enterprises LLC.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

No cost consideration to the City

**DEVELOPER**

**Carrcomm Enterprises LLC**

Dalyce L. Kelley, Managing Member

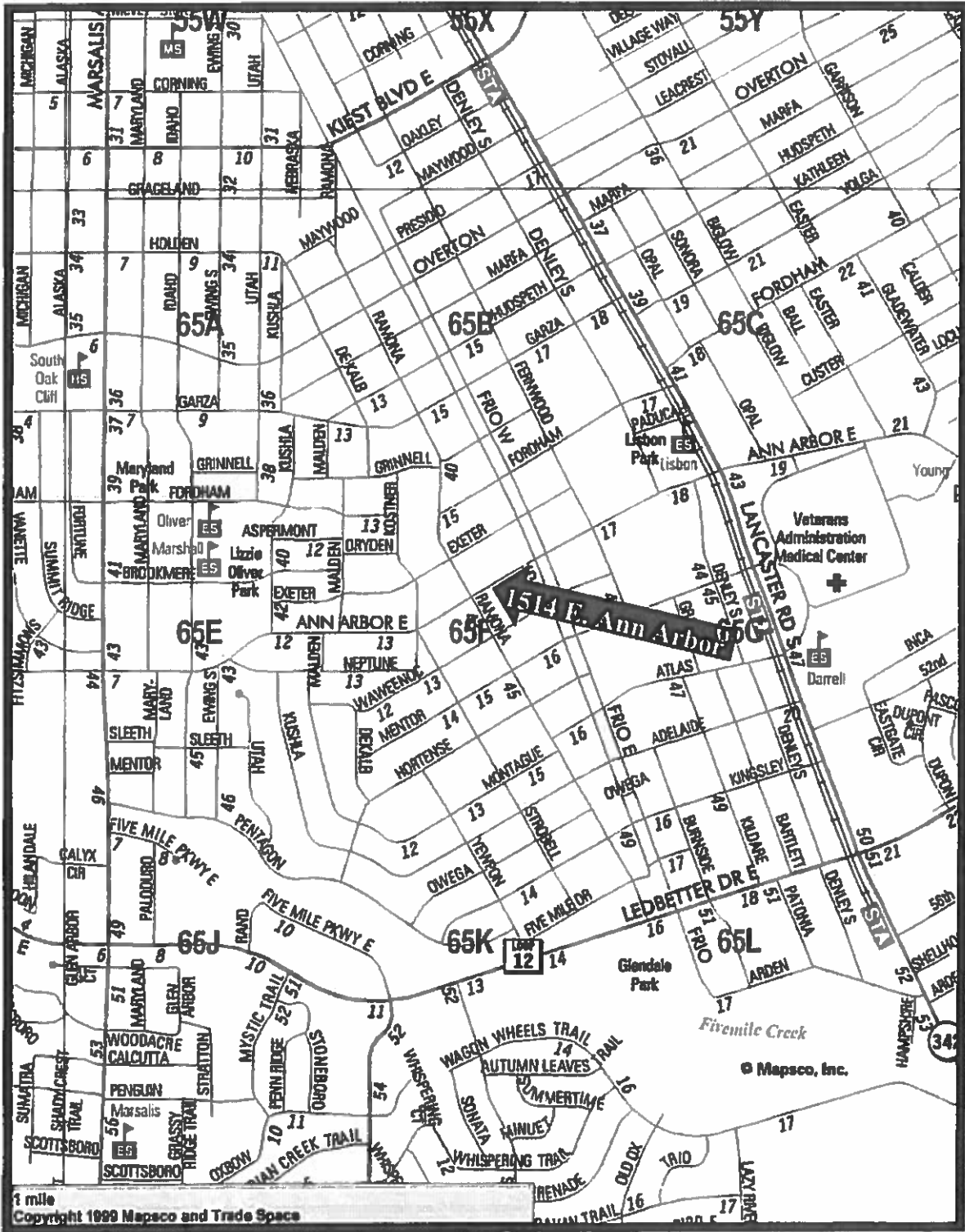
**MAP**

Attached

**Land Bank (DHADC) Sale of Lots to  
Carrcomm Enterprises LLC**

<b><u>Property Address</u></b>	<b><u>Mapsco</u></b>	<b><u>Council District</u></b>	<b><u>Amount of Non-Tax Liens</u></b>
1. 1514 E. Ann Arbor	65F	4	\$22,058.48





**MAPSCO 65F**

September 14, 2016

**WHEREAS**, on January 28, 2004, City Council established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C, by Resolution No. 04-0458; and

**WHEREAS**, Carrcomm Enterprises LLC submitted a proposal and development plan to DHADC for 1 lot shown on Exhibit "A" and the DHADC Board has approved the development plan and sale, subject to City Council approval; and

**WHEREAS**, City Council desires to approve the development plan shown on Exhibit "B" indicating the approximate square footage and sales price ranges of the proposed house submitted by Carrcomm Enterprises LLC and authorize the sale of 1 lot from DHADC to Carrcomm Enterprises LLC to build a house;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That the development plan shown on Exhibit "B" indicating the approximate square footage and sales price range of the proposed house submitted by Carrcomm Enterprises LLC and the sale of 1 lot shown on Exhibit "A" from DHADC to Carrcomm Enterprises LLC is approved.

**Section 2.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute a Deed without Warranty and releases of lien for any non-tax liens that may have been filed by the City on the lot shown on Exhibit "A".

**Section 3.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**EXHIBIT "A"**

<b>LAND BANK PROPERTY</b>				
<b>PARCEL NUMBER</b>	<b>STREET ADDRESS LEGAL DESCRIPTION</b>	<b>QUALIFIED PURCHASER</b>	<b>NUMBER OF HOMEOWNER UNITS</b>	<b>SALE AMOUNT</b>
1	1514 E. Ann Arbor Lot 23, Bellevue Addition Block 15/4305	Cartcomm Enterprises LLC	1	\$5,000.00
<b>TOTAL</b>				<b>\$5,000.00</b>

EXHIBIT B

SECTION II: DEVELOPMENT PLAN

A. DESCRIPTION OF THE LAND REQUESTED FOR DEVELOPMENT

(1) Number of lots requested in this proposal. 1

(2) Provide the property address and legal description of the land requested (attach extra sheets if necessary) (the "Property").

1514 E. Ann Arbor Ave. Dallas TX 75216  
\_\_\_\_\_  
\_\_\_\_\_

B. DESCRIPTION OF PROPOSED HOUSES ENTITY WILL CONSTRUCT

At least 25% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes not greater than 60% of AMFI. No more than 30% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes between 81% and 115% of AMFI. (At least 70% of the Land Bank properties sold during any fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes at 80% AMFI or less.)

Single Family Home (to be sold to low income households at 60% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home \_\_\_\_\_/\_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households at 80% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home \_\_\_\_\_/\_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households between 81% and 115% of AMFI):

Number of homes to be built 1  
Square Footage range of each home 1500 - 1700  
Number of Bedrooms/Baths in each home 3 / 2  
Number of Garages 1-2 Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached   
Type of Exterior Veneer Stucco, Brick, Stone Which sides Brick Stone Front  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \$170,000

Attach extra sheet(s) breaking out above information for each different model of home. *See attached of Proposal*

PROVIDE FLOOR PLANS AND ELEVATIONS.

### C. CONSTRUCTION TIMETABLE

State the number of days it will take you to complete construction and sale of improved Property from the date of obtaining the executed deed from DHADC. Attach a schedule, if you desire. The deed conveying property sold by DHADC will include a right of reverter so that if the Entity does not apply for a construction permit and close on any construction financing within a three year period following the date of conveyance of the property from the DHADC to the Entity, the property will revert to the DHADC for subsequent resale.

Start of Construction: 60-90 days after receiving the deed to the property

Completion of Construction: 180 days after start of construction

Sale of first affordable housing unit to low income household: 90 days after completion of construction

Sale of last affordable unit to low income households: 90 days after completion of first house

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 7  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 46V 56V

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### **SUBJECT**

Authorize (1) approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by Dallas Area Habitat for Humanity for the construction of houses; (2) the sale of 3 vacant lots (list attached) from Dallas Housing Acquisition and Development Corporation to Dallas Area Habitat for Humanity; and (3) execution of a release of lien for any non-tax liens on the 3 properties that may have been filed by the City – Financing: No cost consideration to the City

### **BACKGROUND**

On June 18, 2003, Governor Perry signed the Urban Land Bank Demonstration Program Act. The Act allows the governing body of a municipality to adopt an Urban Land Bank Demonstration Program in which the officer charged with selling real property ordered sold pursuant to foreclosure of a tax lien may sell certain eligible real property by private sale to a land bank for the purpose of affordable housing developments. The City Council then established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C on January 28, 2004.

Dallas Area Habitat for Humanity has submitted a proposal and development plan to DHADC for 3 lots shown on the attached list. The DHADC board of directors has approved the development plan and sale of the 3 lots, subject to City Council approval. This item will authorize City Council approval of the development plan submitted by Dallas Area Habitat for Humanity to DHADC, the sale of those lots from DHADC to Dallas Area Habitat for Humanity and the release of lien for any non-tax liens that may have been filed by the City. The vacant lots were purchased by DHADC from a Sheriff's sale pursuant to foreclosure of tax liens and any non-tax liens. DHADC's Deed without Warranty to Dallas Area Habitat for Humanity will contain a reverter that returns the property to DHADC if a construction permit is not applied for by Dallas Area Habitat for Humanity and construction financing is not closed within three years of conveyance.

## **BACKGROUND (continued)**

Dallas Area Habitat for Humanity will build single family houses on the lots. The approximate square footage and sales prices of the houses will be 1,387 square feet and from \$93,500 to \$115,000. The lots will be deed restricted for sale to eligible families.

DHADC will receive \$15,000.00 for the sales price of the vacant lots to Dallas Area Habitat for Humanity, as calculated from the 2015-16 Land Bank Plan approved by City Council.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 28, 2004, by Resolution No. 04-0458, City Council established DHADC as its land bank for the purpose of acquiring, holding and transferring unimproved real property for the purpose of promoting the development of affordable housing as allowed under Chapter 379C of the Texas Local Government Code.

On September 21, 2015, the Housing Committee was briefed regarding the Urban Land Bank Demonstration Program which outlined the process and status of the program.

On July 21, 2016, the DHADC board of directors approved the development plan and sale of 3 lots from DHADC to Dallas Area Habitat for Humanity.

Information about this item will be provided to the Housing Committee on September 6, 2016.

## **FISCAL INFORMATION**

No cost consideration to the City

## **DEVELOPER**

**Dallas Area Habitat for Humanity**

William D. Hall, Chief Executive Officer

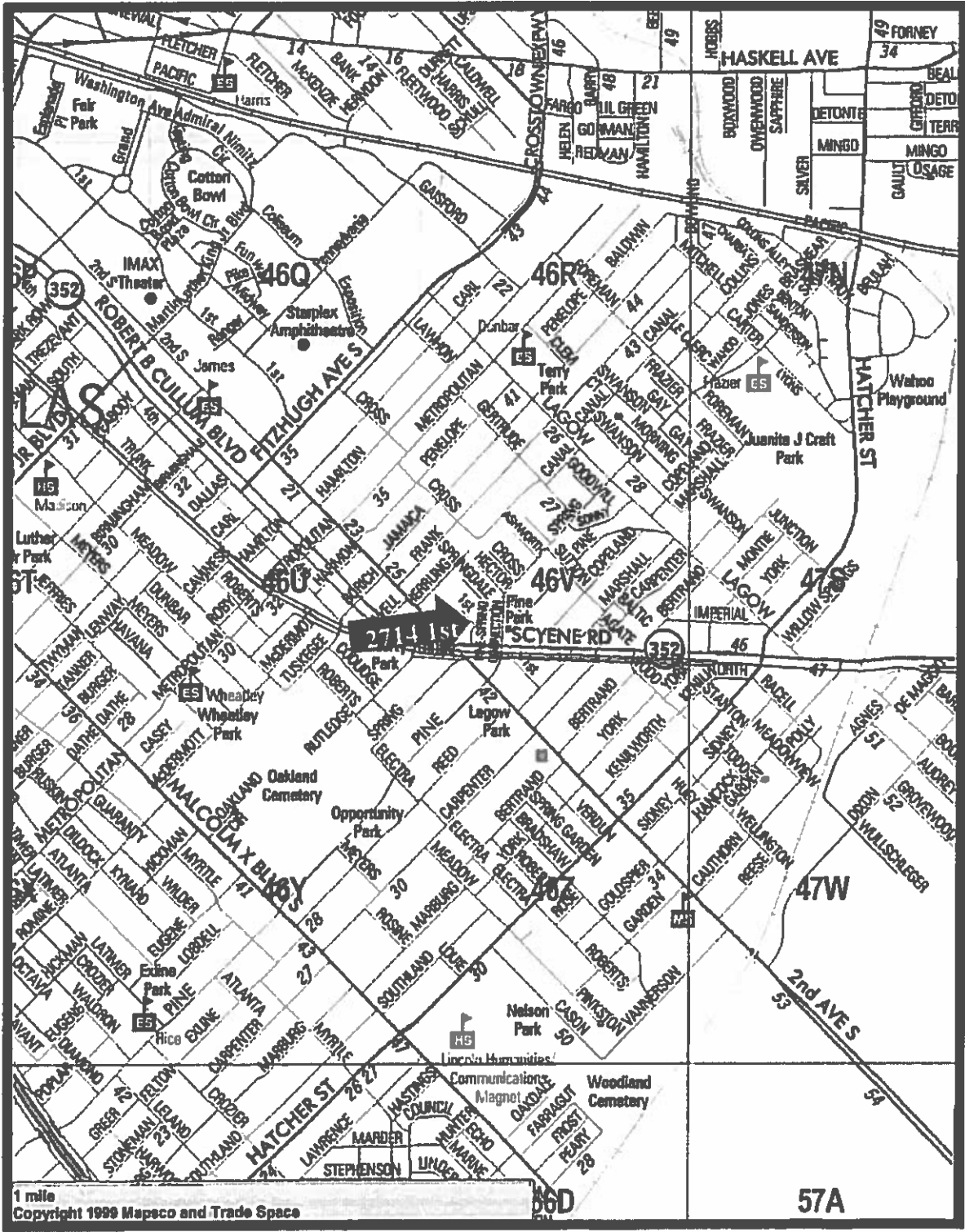
## **MAPS**

Attached

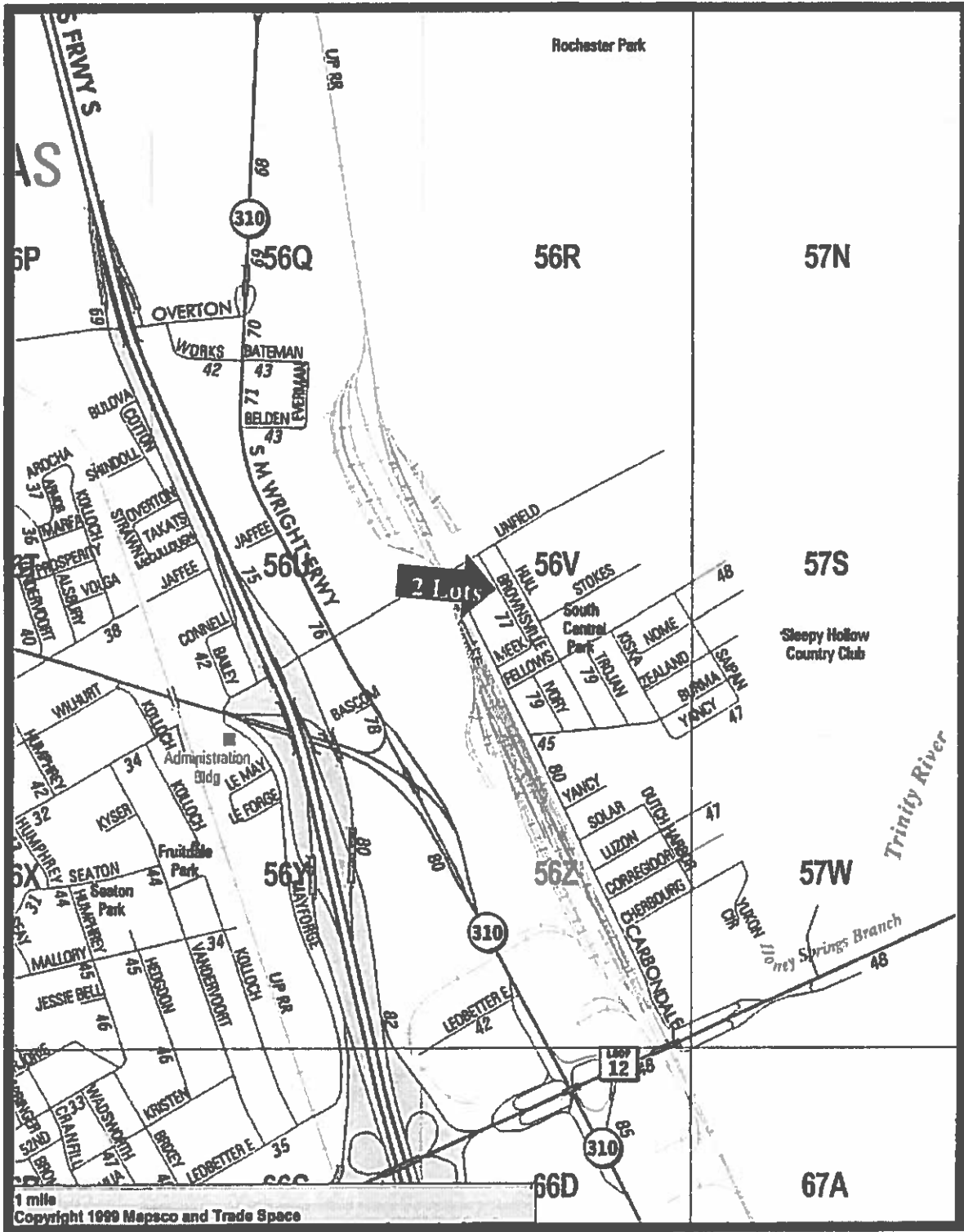
**Land Bank (DHADC) Sale of Lots to  
Dallas Area Habitat for Humanity**

<b><u>Property Address</u></b>	<b><u>Mapsco</u></b>	<b><u>Council District</u></b>	<b><u>Amount of Non-Tax Liens</u></b>
1. 7720 Brownsville	56V	7	\$ 0.00
2. 7724 Brownsville	56V	7	\$ 0.00
3. 2714 1 <sup>st</sup>	46V	7	\$9,084.98





**MAPSCO 46V**



**MAPSCO 56V**

September 14, 2016

**WHEREAS**, on January 28, 2004, City Council established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C, by Resolution No. 04-0458; and

**WHEREAS**, Dallas Area Habitat for Humanity submitted a proposal and development plan to DHADC for 3 lots shown on Exhibit "A" and the DHADC Board has approved the development plan and sale, subject to City Council approval; and

**WHEREAS**, City Council desires to approve the development plan shown on Exhibit "B" indicating the approximate square footage and sales price ranges of the proposed houses submitted by Dallas Area Habitat for Humanity and authorize the sale of 3 lots from DHADC to Dallas Area Habitat for Humanity to build houses;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That the development plan shown on Exhibit "B" indicating the approximate square footage and sales price ranges of the proposed houses submitted by Dallas Area Habitat for Humanity and the sale of 3 lots shown on Exhibit "A" from DHADC to Dallas Area Habitat for Humanity is approved.

**Section 2.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute a Deed without Warranty and releases of lien for any non-tax liens that may have been filed by the City on the lots shown on Exhibit "A".

**Section 3.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**EXHIBIT "A"**

<b>LAND BANK PROPERTY</b>				
<b>PARCEL NUMBER</b>	<b>STREET ADDRESS LEGAL DESCRIPTION</b>	<b>QUALIFIED PURCHASER</b>	<b>NUMBER OF HOMEOWNER UNITS</b>	<b>SALE AMOUNT</b>
1	1514 E. Ann Arbor Lot 23, Bellevue Addition Block 154305	Carconam Enterprises LLC	1	\$5,000.00
<b>TOTAL</b>				<b>\$5,000.00</b>

EXHIBIT B

SECTION II: DEVELOPMENT PLAN

A. DESCRIPTION OF THE LAND REQUESTED FOR DEVELOPMENT

(1) Number of lots requested in this proposal. 1

(2) Provide the property address and legal description of the land requested (attach extra sheets if necessary) (the "Property").

1514 E. Ann Arbor Ave Dallas TX 75216  
\_\_\_\_\_  
\_\_\_\_\_

B. DESCRIPTION OF PROPOSED HOUSES ENTITY WILL CONSTRUCT

At least 25% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes not greater than 60% of AMFI. No more than 30% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes between 61% and 80% of AMFI. (At least 70% of the Land Bank properties sold during any fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes at 80% AMFI or less.)

Single Family Home (to be sold to low income households at 60% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home \_\_\_\_\_ / \_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households at 80% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home \_\_\_\_\_ / \_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households between 81% and 115% of AMFI):

Number of homes to be built 1  
Square Footage range of each home 1500 - 1700  
Number of Bedrooms/Baths in each home 3 / 2  
Number of Garages 1-2 Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached   
Type of Exterior Veneer Stucco, Brick, Stone Which sides Brick Stone Front  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \$170,000

Attach extra sheet(s) breaking out above information for each different model of home. *See attach of proposal*

PROVIDE FLOOR PLANS AND ELEVATIONS.

### C. CONSTRUCTION TIMETABLE

State the number of days it will take you to complete construction and sale of improved Property from the date of obtaining the executed deed from DHADC. Attach a schedule, if you desire. The deed conveying property sold by DHADC will include a right of reverter so that if the Entity does not apply for a construction permit and close on any construction financing within a three year period following the date of conveyance of the property from the DHADC to the Entity, the property will revert to the DHADC for subsequent resale.

Start of Construction: 60-90 days after receiving the deed to the property

Completion of Construction: 180 days after start of construction

Sale of first affordable housing unit to low income household: 90 days after completion of construction

Sale of last affordable unit to low income households: 90 days after completion of first house

EXHIBIT "A"

LAND BANK PROPERTY					
PARCEL NUMBER	STREET ADDRESS LEGAL DESCRIPTION	QUALIFIED PURCHASER	NUMBER OF HOMEOWNER UNITS	SALE AMOUNT	
1	7720 Brownsville Lot 5, Honey Springs Addition Block A/7636	Dallas Area Habitat for Humanity	1	\$5,000.00	
2	7724 Brownsville Lot 6, Honey Springs Addition Block A/7636	Dallas Area Habitat for Humanity	1	\$5,000.00	
3	2714 1st Lot 3, John and M.A. Genaro's Resubdivision of Lots 3 & 4 of H.M. Skelton Subdivision out of Block 4-E/1829 Block 2/1829	Dallas Area Habitat for Humanity	1	\$5,000.00	
<b>TOTAL</b>				<b>\$15,000.00</b>	

**EXHIBIT B**

**SECTION II: DEVELOPMENT PLAN**

**A. DESCRIPTION OF THE LAND REQUESTED FOR DEVELOPMENT**

(1) Number of lots requested in this proposal. 3

(2) Provide the property address and legal description of the land requested (attach extra sheets if necessary) (the "Property").

No.	Street #	Street Name	Lot	Block	Subdivision	DCAD Value
1	7720	Brownsville	5	Brownsville Ave	Honey Springs	\$ 2,000.00
2	7724	Brownsville	6	Brownsville Ave	Honey Springs	\$ 2,000.00
3	2714	1st Avenue	3	2/1829		\$ 5,000.00

**B. DESCRIPTION OF PROPOSED HOUSES ENTITY WILL CONSTRUCT**

At least 25% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes not greater than 60% of AMFI. No more than 30% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes between 81% and 115% of AMFI. (At least 70% of the Land Bank properties sold during any fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes at 80% AMFI or less.)

**Single Family Home (to be sold to low income households at 60% or less of AMFI):**

Number of homes to be built on lots \_\_\_\_\_  
 Square Footage of each home \_\_\_\_\_  
 Number of Bedrooms/Baths in each home \_\_\_\_\_ / \_\_\_\_\_  
 Number of Garages 1 Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
 Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
 Your Sales Price ranges without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

**Single Family Home (to be sold to low income households at 80% or less of AMFI):**

Number of homes to be built on lots \_\_\_\_\_  
 Square Footage of each home \_\_\_\_\_  
 Number of Bedrooms/Baths in each home \_\_\_\_\_ / \_\_\_\_\_  
 Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
 Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_ see elevations for details  
 Your Sales Price ranges without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

**Single Family Home (to be sold to low income households between 81% and 115% of AMFI):**

Number of homes to be built on lots 1 on each lot \_\_\_\_\_  
 Square Footage of each home Approximately 1387 AC: 1804 total  
 Number of Bedrooms/Baths in each home 3 / 2  
 Number of Garages 1 Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
 Type of Exterior Veneer Brick and/or hardiboard Which sides \_\_\_\_\_ see elevations for details  
 Your Sales Price ranges without Subsidies to Qualified Low Income Buyer \$93,500 - \$115,000

Attach extra sheet(s) breaking out above information for each different model of home.

**PROVIDE FLOOR PLANS AND ELEVATIONS.**



### **C. CONSTRUCTION TIMETABLE**

State the number of days it will take you to complete construction and sale of improved Property from the date of obtaining the executed deed from DHADC. Attach a schedule, if you desire. The deed conveying property sold by DHADC will include a right of reverter so that if the Entity does not apply for a construction permit and close on any construction financing within a three year period following the date of conveyance of the property from the DHADC to the Entity, the property will revert to the DHADC for subsequent resale.

Commencement of Construction 1095 days

Completion of Construction 1215 days

Sale of first affordable housing unit to low income households 1305 days

Sale of last affordable unit to low income households 1305 days

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 6  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 44E

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### **SUBJECT**

Authorize **(1)** approval of the development plan submitted to the Dallas Housing Acquisition and Development Corporation by King Home Builders, LLC for the construction of a house; **(2)** the sale of 1 vacant lot (list attached) from Dallas Housing Acquisition and Development Corporation to King Home Builders, LLC; and **(3)** execution of a release of lien for any non-tax liens on the 1 property that may have been filed by the City – Financing: No cost consideration to the City

### **BACKGROUND**

On June 18, 2003, Governor Perry signed the Urban Land Bank Demonstration Program Act. The Act allows the governing body of a municipality to adopt an Urban Land Bank Demonstration Program in which the officer charged with selling real property ordered sold pursuant to foreclosure of a tax lien may sell certain eligible real property by private sale to a land bank for the purpose of affordable housing developments. The City Council then established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C on January 28, 2004.

King Home Builders, LLC has submitted a proposal and development plan to DHADC for 1 lot shown on the attached list. The DHADC board of directors has approved the development plan and sale of the 1 lot, subject to City Council approval. This item will authorize City Council approval of the development plan submitted by King Home Builders, LLC to DHADC, the sale of that lot from DHADC to King Home Builders, LLC and the release of lien for any non-tax liens that may have been filed by the City. The vacant lot was purchased by DHADC from a Sheriff's sale pursuant to foreclosure of tax liens and any non-tax liens. DHADC's Deed without Warranty to King Home Builders, LLC will contain a reverter that returns the property to DHADC if a construction permit is not applied for by King Home Builders, LLC and construction financing is not closed within three years of conveyance.

**BACKGROUND (continued)**

King Home Builders, LLC will build a single family house on the lot. The approximate square footage and sales price of the house will be from 1,300 to 1,650 square feet and from \$135,000 to \$175,000. The lot will be deed restricted for sale to an eligible family.

DHADC will receive \$5,000.00 for the sales price of the vacant lot to King Home Builders, LLC, as calculated from the 2015-16 Land Bank Plan approved by City Council.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 28, 2004, by Resolution No. 04-0458, City Council established DHADC as its land bank for the purpose of acquiring, holding and transferring unimproved real property for the purpose of promoting the development of affordable housing as allowed under Chapter 379C of the Texas Local Government Code.

On September 21, 2015, the Housing Committee was briefed regarding the Urban Land Bank Demonstration Program which outlined the process and status of the program.

On July 21, 2016, the DHADC board of directors approved the development plan and sale of 1 lot from DHADC to King Home Builders, LLC.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

No cost consideration to the City

**DEVELOPER**

**King Home Builders, LLC**

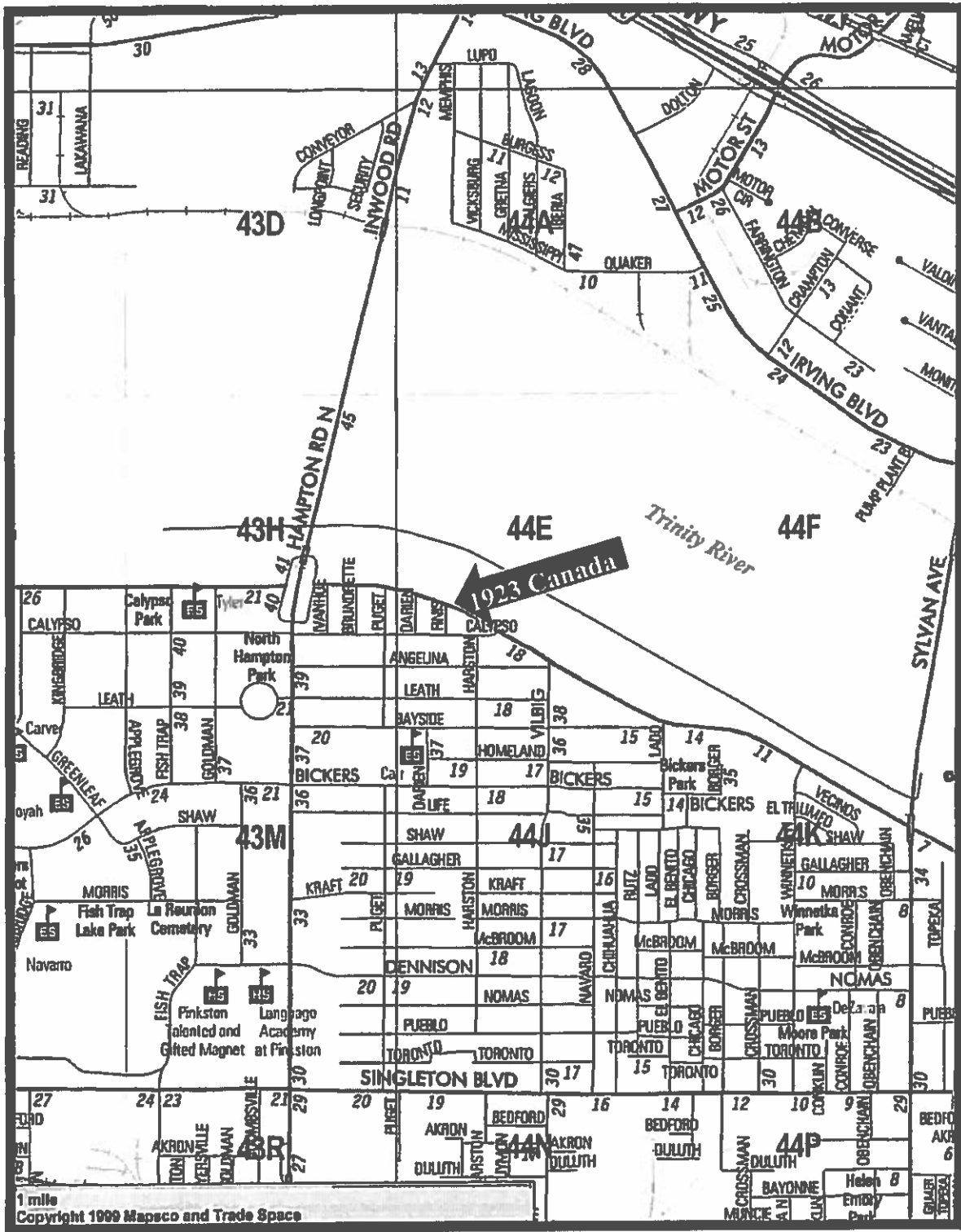
Jorge G. Lariz, Managing Member

**MAP**

Attached

**Land Bank (DHADC) Sale of Lots to  
King Home Builders, LLC**

<b><u>Property Address</u></b>	<b><u>Mapsco</u></b>	<b><u>Council District</u></b>	<b><u>Amount of Non-Tax Liens</u></b>
1. 1923 Canada	44E	6	\$9,710.64



**MAPSCO 44E**

September 14, 2016

**WHEREAS**, on January 28, 2004, City Council established the Dallas Housing Acquisition and Development Corporation (DHADC) as its land bank for the purpose of acquiring, holding and transferring unimproved real property under Subtitle A, Title 12, Local Government Code, Chapter 379C, by Resolution No. 04-0458; and

**WHEREAS**, King Home Builders, LLC submitted a proposal and development plan to DHADC for 1 lot shown on Exhibit "A" and the DHADC Board has approved the development plan and sale, subject to City Council approval; and

**WHEREAS**, City Council desires to approve the development plan shown on Exhibit "B" indicating the approximate square footage and sales price ranges of the proposed house submitted by King Home Builders, LLC and authorize the sale of 1 lot from DHADC to King Home Builders, LLC to build a house;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That the development plan shown on Exhibit "B" indicating the approximate square footage and sales price range of the proposed house submitted by King Home Builders, LLC and the sale of 1 lot shown on Exhibit "A" from DHADC to King Home Builders, LLC is approved.

**Section 2.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute a Deed without Warranty and releases of lien for any non-tax liens that may have been filed by the City on the lot shown on Exhibit "A".

**Section 3.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**EXHIBIT "A"**

<b>LAND BANK PROPERTY</b>				
<b>PARCEL NUMBER</b>	<b>STREET ADDRESS LEGAL DESCRIPTION</b>	<b>QUALIFIED PURCHASER</b>	<b>NUMBER OF HOMEOWNER UNITS</b>	<b>SALE AMOUNT</b>
1	1923 Canada Lot 33, Roosevelt Manor Addition Block 17130	King Home Builders, LLC	1	\$5,000.00
<b>TOTAL</b>				<b>\$5,000.00</b>

EXHIBIT B

SECTION II: DEVELOPMENT PLAN

A. DESCRIPTION OF THE LAND REQUESTED FOR DEVELOPMENT

(1) Number of lots requested in this proposal. 1

(2) Provide the property address and legal description of the land requested (attach extra sheets if necessary) (the "Property").

1923 Canada  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. DESCRIPTION OF PROPOSED HOUSES ENTITY WILL CONSTRUCT

At least 25% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes not greater than 60% of AMFI. No more than 30% of the Land Bank properties sold during any given fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes between 81% and 115% of AMFI. (At least 70% of the Land Bank properties sold during any fiscal year to be developed shall be deed restricted for sale to households with gross annual incomes at 80% AMFI or less.)

Single Family Home (to be sold to low income households at 60% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home 1 / \_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households at 80% or less of AMFI):

Number of homes to be built \_\_\_\_\_  
Square Footage range of each home \_\_\_\_\_  
Number of Bedrooms/Baths in each home \_\_\_\_\_ / \_\_\_\_\_  
Number of Garages \_\_\_\_\_ Number of Carports \_\_\_\_\_ Detached \_\_\_\_\_ Attached \_\_\_\_\_  
Type of Exterior Veneer \_\_\_\_\_ Which sides \_\_\_\_\_  
Your Sales Price range without Subsidies to Qualified Low Income Buyer \_\_\_\_\_

Single Family Home (to be sold to low income households between 81% and 115% of AMFI):

Number of homes to be built 1  
Square Footage range of each home 1300 - 1650  
Number of Bedrooms/Baths in each home 4 / 2  
Number of Garages 2 Number of Carports - Detached - Attached -  
Type of Exterior Veneer Brick + Siding Which sides 75% siding 25% Brick  
Your Sales Price range without Subsidies to Qualified Low Income Buyer 135 - 175k

Attach extra sheet(s) breaking out above information for each different model of home.

PROVIDE FLOOR PLANS AND ELEVATIONS.



**C. CONSTRUCTION TIMETABLE**

State the number of days it will take you to complete construction and sale of improved Property from the date of obtaining the executed deed from DHADC. Attach a schedule, if you desire. The deed conveying property sold by DHADC will include a right of reverter so that if the Entity does not apply for a construction permit and close on any construction financing within a three year period following the date of conveyance of the property from the DHADC to the Entity, the property will revert to the DHADC for subsequent resale.

Start of Construction: 10 days after receiving the deed to the property

Completion of Construction: 60 days after start of construction

Sale of first affordable housing unit to low income household: <sup>within</sup> 30 days after completion of construction

Sale of last affordable unit to low income households: 0 days after completion of first house

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 7  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 47N

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## **SUBJECT**

Authorize an amendment to Resolution No. 13-1795, previously approved on October 8, 2013, on an economic development loan with South Dallas/Fair Park Inncity Community Development Corporation for the acquisition of improved and unimproved properties, located within the Frazier Neighborhood Investment Program area, including associated closing costs, relocation, environmental remediation, demolition costs, predevelopment costs and development costs for the purpose of constructing residential, retail, commercial, or mixed-use redevelopment as part of the Economic Development Plan for the Frazier area to (1) change the economic development loan to a conditional grant agreement; and (2) extend the completion date from September 2, 2015 to December 31, 2018 - Financing: No cost consideration to the City

## **BACKGROUND**

Over the period of 2003-2008, master planning, leveraging of capital investments, public/private developments, and redevelopment began in the Frazier Neighborhood Investment Program (NIP) Area. In order to implement components of the master plan, catalyst projects for new public/private development and redevelopment have been considered by the City Council on an individual basis.

One of the key Frazier Neighborhood community stakeholders, South Dallas/Fair Park Inncity Community Development Corporation (ICDC), proposed to work with the City of Dallas to undertake the Spring Avenue Revitalization which is a component of the master plan.

In July 2016, Diane Ragsdale, Managing Director of ICDC, requested to extend the completion date to December 2, 2018 for the economic development loan in the amount of \$3.4M for revitalization efforts in the Frazier area. The loan funds were for acquisition of improved and unimproved properties, any relocation issues, environmental remediation, and demolition of existing improvements in order to begin revitalization efforts.

## **BACKGROUND (continued)**

To-date ICDC has purchased a number of improved and unimproved properties, demolished 44 dilapidated structures, completed environmental remediation, developed a Master Plan for the area, completed infrastructure and streetscape design, cleared the area for new development, and built the Children's Health medical facility within the Frazier area. They want to continue their efforts to construct residential, retail, commercial, or mixed-use redevelopment in accordance with the Economic Development Master Plan for the Frazier area. ICDC is in discussion with several partners including the City's Economic Development Department to finance the construction of other structures.

ICDC's loan will continue to be a zero percent interest rate, subject to multiple acceleration or complete and sell or lease the residential housing to persons at 140% or less of area median family income or obtain a certificate of occupancy for completed non-residential structures and projects within two years of execution of the amended note.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On February 20, 2008, City Council approved an economic development loan in the amount of \$500,000 at 0% interest to ICDC by Resolution No. 08-0595.

On August 26, 2009, April 28, 2010, and September 22, 2010, City Council approved increases in the economic development loan to ICDC from \$500,000 to \$2,500,000 by Resolution Nos. 09-2085, 10-1101, and 10-2419 respectively.

On December 12, 2012, City Council approved an increase in the economic development loan to ICDC from \$2,500,000 to \$3,100,000 by Resolution No. 12-3019.

On April 24, 2013, City Council approved an increase in the economic development loan to ICDC from \$3,100,000 to \$3,300,000 by Resolution No. 13-0732.

On October 8, 2013, City Council approved an increase in the economic development loan to ICDC from \$3,300,000 to \$3,400,000 by Resolution No. 13-1795.

Information about this item will be provided to the Housing Committee on September 6, 2016.

## **FISCAL INFORMATION**

No cost consideration to the City

**OWNER**

**South Dallas/Fair Park Innerscity  
Community Development  
Corporation**

Diane Ragsdale, Managing Director

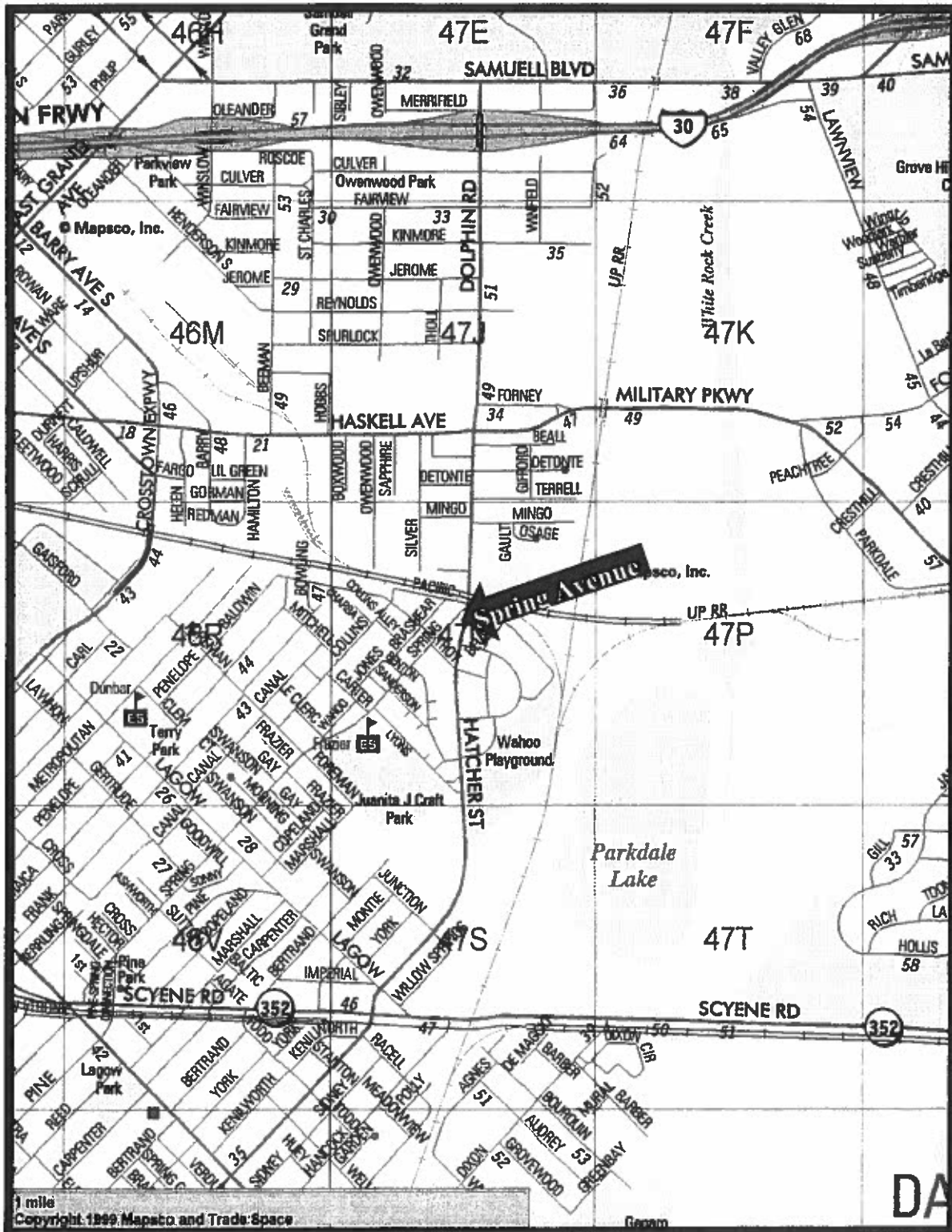
**DEVELOPER**

**South Dallas/Fair Park Innerscity  
Community Development  
Corporation**

Diane Ragsdale, Managing Director

**MAP**

Attached



**MAPSCO 47N**

September 14, 2016

**WHEREAS**, on February 20, 2008, City Council approved an economic development loan in the amount of \$500,000 at 0% interest to South Dallas/Fair Park Inncity Community Development Corporation (ICDC) by Resolution No. 08-0595; and

**WHEREAS**, on August 26, 2009, April 28, 2010, September 22, 2010, and December 12, 2012, City Council approved increases in the economic development loan to ICDC from \$500,000 to \$3,100,000 by Resolutions No. 09-2085, 10-1101, and 10-2419 respectively; and

**WHEREAS**, on December 12, 2012, City Council approved an increase in the economic development loan to ICDC from \$2,500,000 to \$3,100,000, by Resolution No. 12-3019; and

**WHEREAS**, on April 24, 2013, City Council approved an increase in the economic development loan to ICDC from \$3,100,000 to \$3,300,000 to further the redevelopment efforts by Resolution No. 13-0732; and

**WHEREAS**, on October 8, 2013, City Council approved an increase in the economic development loan to ICDC from \$3,300,000 to \$3,400,000, by Resolution No. 13-1795; and

**WHEREAS**, ICDC proposes to continue to work with the City of Dallas for the Frazier Neighborhood Investment Program Area-Spring Avenue Revitalization Project;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That following approval as to form by the City Attorney, the City Manager is authorized to execute an amendment for an economic development loan with South Dallas/Fair Park Inncity Community Development Corporation (ICDC) for the acquisition of improved and unimproved properties, located within the Frazier Neighborhood Investment Program (NIP) area, including associated closing costs, relocation, environmental remediation, demolition costs, predevelopment costs and development costs for the purpose of constructing residential, retail, commercial, or mixed-use redevelopment as part of the Economic Development Plan for the Frazier area to (1) change the economic development loan to a conditional grant agreement; and (2) extend the completion date from September 2, 2015 to December 31, 2018.

**Section 2.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute releases of liens and terminate deed restrictions on the property upon compliance with the loan terms and deed restrictions.

September 14, 2016

**Section 3.** That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the loans, until such time as the loan documents are duly approved by all parties and executed.

**Section 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 4  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 65B C

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### **SUBJECT**

Authorize an amendment to Resolution No. 14-1056, previously approved on June 25, 2014, for an existing development loan with City Wide Community Development Corporation for acquisition, demolition, relocation, and other related costs for Lancaster-Opal Project to **(1)** change the development loan to a conditional grant agreement; and **(2)** extend the completion date from September 12, 2016 to September 12, 2018 – Financing: No cost consideration to the City

### **BACKGROUND**

In July 2016, one of the key Lancaster Corridor stakeholders, City Wide Community Development Corporation (CWCDC), requested an extension to the development loan for the Lancaster-Opal Project which is part of the Revitalization Plan for the Lancaster Corridor.

The Lancaster-Opal Project focuses on the area bounded by Marfa on the north, Opal on the east, Hudspeth on the south, and Lancaster on the west. Through the City's award of \$1,331,326 in 2006 General Obligation Bond Funds, CWCDC acquired ten improved and unimproved properties and has expended all but \$300,000 of the funds for the acquisition, demolition, relocation, and other associated costs. The City also awarded CWCDC an economic development loan in the amount of \$135,000 for preconstruction and planning for the site, which has been expended. CWCDC has completed architectural renderings of the Lancaster-Opal Project, and estimates a development budget in the amount of \$13,225,684 for completion of the project. CWCDC will begin replatting and applying for private and public financing to begin construction in 2017.



## **BACKGROUND (continued)**

The original loan agreement called for CWCDC to spend all contracted funds within two years and complete redevelopment of the acquired properties by September 10, 2013 or release the acquired properties to the City of Dallas. The project has been delayed due to prolonged negotiations for the acquisitions of the properties, lack of available financing for the vertical construction, and changing plans for the end use of the sites. The deadline was extended until September 12, 2016 by previous council action.

City Council approval of this item will (1) change the development loan to a conditional grant agreement; and (2) extend the completion date from September 12, 2016 to September 12, 2018 for the Lancaster-Opal Project development agreement for acquisition, demolition, relocation, and other related costs for Lancaster-Opal Project, allowing CWCDC to complete this project.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On September 10, 2008, City Council approved a loan in the amount of \$500,000 at 0% interest to CWCDC for the Lancaster-Opal Project, by Resolution No. 08-2433.

On August 12, 2009, City Council approved an amendment to the development loan from \$500,000 to \$1,000,000 with CWCDC, by Resolution No. 09-1965.

On January 12, 2011, City Council approved an amendment to the development loan from \$1,000,000 to \$1,275,000 with CWCDC, by Resolution No. 11-0194.

On August 28, 2013, City Council approved an amendment to reduce the development loan from \$1,275,000 to \$1,031,326 and to extend the completion date to September 12, 2016 with CWCDC, by Resolution No. 13-1515.

On June 25, 2014, City Council approved an amendment to increase the development grant from \$1,031,326,000 to \$1,331,326 with CWCDC, by Resolution No. 14-1056.

Information about this item will be provided to the Housing Committee on September 6, 2016.

## **FISCAL INFORMATION**

No cost consideration to the City

### **OWNER**

**City Wide Community  
Development Corporation**

Sherman Roberts, President

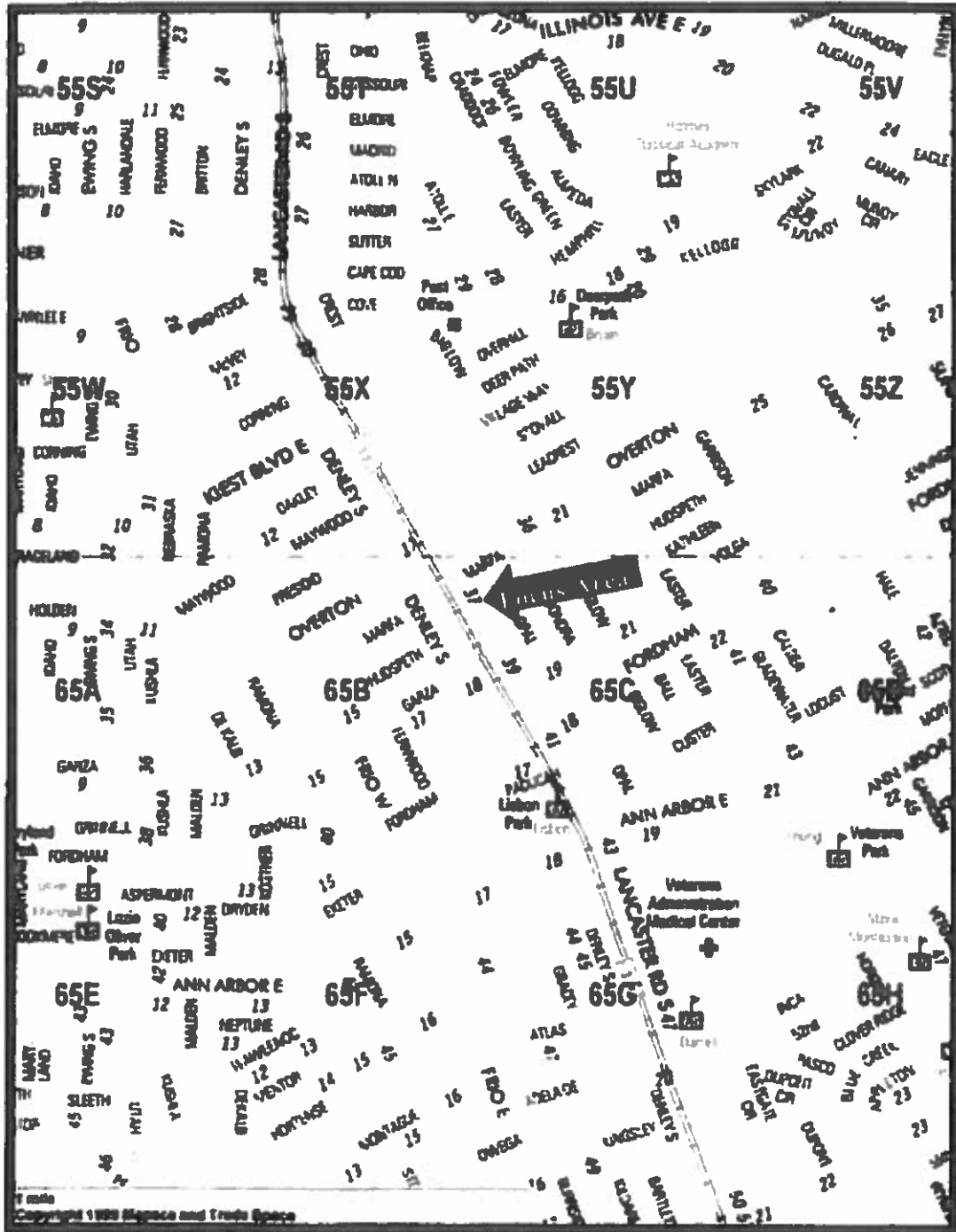
### **DEVELOPER**

**City Wide Community  
Development Corporation**

Sherman Roberts, President

**MAP**

**Attached**



**MAPSCO 65B & 65C**

September 14, 2016

**WHEREAS**, the Lancaster Corridor revitalization plan was adopted by City Council in December 2012; and

**WHEREAS**, on September 10, 2008, as part of that revitalization plan, City Council approved a loan in the amount of \$500,000 at 0% interest to City Wide Community Development Corporation (CWCDC) for the Lancaster-Opal Project by Resolution No. 08-2433; and

**WHEREAS**, on August 12, 2009, City Council approved an amendment to the development loan from \$500,000 to \$1,000,000 with CWCDC by Resolution No. 09-1965; and

**WHEREAS**, on January 12, 2011, City Council approved an amendment to the development loan from \$1,000,000 to \$1,275,000 with CWCDC by Resolution No. 11-0194; and

**WHEREAS**, on August 28, 2013, City Council approved an amendment to reduce the development loan from \$1,275,000 to \$1,031,326 and to extend the completion date to September 12, 2016 with CWCDC by Resolution No. 13-1515; and

**WHEREAS**, on June 25, 2014, City Council approved an amendment to increase the development loan from \$1,031,326,000 to \$1,331,326 with CWCDC by Resolution No. 14-1056; and

**WHEREAS**, CWCDC proposes to continue to work with the City of Dallas on the Lancaster-Opal Project; and

**WHEREAS**, the redevelopment of the property will further the City's goals for redevelopment along the Lancaster Corridor; **NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager, upon approval as to form by the City Attorney, is authorized to (1) change the development loan to a conditional grant agreement; and (2) extend the completion date from September 12, 2016 to September 12, 2018 for the existing development loan with City Wide Community Development Corporation for acquisition, demolition, relocation, and other related costs for Lancaster-Opal Project.

September 14, 2016

**SECTION 2.** That some of the terms of the grant agreement continue to include:

- a. If Borrower fails to redevelop the property by the maturity date of the agreement, then fee simple title to the acquired properties will be conveyed to the City of Dallas at no cost to City. To be considered "redeveloped," the properties must be improved in substantial conformance with the architectural plans and must be completed, as evidenced by a certificate of occupancy having been obtained from the City of Dallas for each such building.
- b. If Borrower fails to timely comply with the redevelopment requirements in Section 2(a) hereof, the City of Dallas has the option to require Borrower to convey fee simple title to the undeveloped properties acquired with bond funds to the City of Dallas, free of any liens or encumbrances not acceptable to the City.
- c. Borrower shall maintain ownership of acquired property through the maturity date, subject to Borrower's compliance with the agreements.
- d. Borrower will comply with City of Dallas filed deed restrictions and City's first lien deed of trust securing each property acquired with bond funds.
- e. No approval by the City of the expenditure of any Bond funds shall bind or obligate the City to approve any zoning or replat change that Borrower may request for the properties.
- f. Borrower shall obtain approval from the City for the permitted uses of the properties. Residential units must be sold or rented. "Permitted uses" includes those uses that are permitted under the Dallas Development Code on the property, but in no event may they include any use that requires a sexually oriented business license under Chapter 41A of the Dallas City Code, or a liquor store, a pawn shop, a body piercing studio, or a tattoo studio, as those terms are defined by the Dallas Development Code.
- g. As each residential structure is sold or fully leased and each non-residential structure is issued a certificate of occupancy, Borrower will be released from the indebtedness on the note corresponding to the amount of loan proceeds that were advanced in order to acquire the redeveloped parcel, and the City of Dallas will release the Deed Restrictions for that parcel.

September 14, 2016

**SECTION 2. (continued)**

- h. Intermediate benchmarks for progress acceptable to the City of Dallas will be re-established in the modified loan documents, including benchmarks for completion of replatting, finalization of plans and specifications, securing private financing to construct the project, and commencing construction.

**SECTION 3.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute releases of liens and terminate deed restrictions on the property upon compliance with the conditional grant terms and deed restrictions.

**SECTION 4.** That the City Manager, upon approval as to form by the City Attorney, is authorized to subordinate City's lien to a lender who is providing interim construction financing on the properties.

**SECTION 5.** That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the conditional grant agreement, until such time as the documents are duly approved by all parties and executed.

**SECTION 6.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 7  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 56V Z; 57S W

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### **SUBJECT**

Authorize an amendment to Resolution No. 15-1078, previously approved on June 10, 2015, for a housing development loan in an amount not to exceed \$540,000 with Dallas Area Habitat for Humanity for construction of 18 single family homes to be located on scattered sites in the Joppa Neighborhood area to extend the completion date from August 26, 2016 to August 31, 2017 - Financing: No cost consideration to the City

### **BACKGROUND**

In July 2016, Bill Hall, CEO of Dallas Area Habitat for Humanity (DAHFH), requested to extend the completion date to August 31, 2017 for the housing development loan in the amount of \$540,000 for construction costs for the development of 18 scattered sites homes located in the Joppa Neighborhood area. Upon completion, DAHFH will have a 10-year deed restriction on each of the homes to maintain affordability with households up to 80% of area median family income.

DAHFH has obtained private funds for construction and has completed construction on nine of the 18 units. Eleven of the units are pre sold to eligible homebuyers and are awaiting completion to purchase the homes. Due to excessive rain and the environmental review process, construction was delayed.

The City provided HOME funds for gap financing for a portion of the construction costs for the 18 homes to be built out and sold. The homes will be 3 bedroom with 2 baths and approximately 1400 sq. ft. The construction and occupancy of the units will be completed on or before August 31, 2017. A lien has been placed on the properties and will be released on a partial basis as each unit is built out and sold to an eligible homebuyer. Estimated private leverage will be \$1,530,000.

City Council approval of this agenda item will authorize the City Manager to execute an amendment to the loan documents with DAHFH to extend the completion deadline.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On June 10, 2015, City Council approved the housing development loan agreement with DAHFH, by Resolution No. 15-1078.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

No cost consideration to the City

**OWNER**

**Dallas Area Habitat for Humanity**

Bill Hall, Chief Executive Officer

**DEVELOPER**

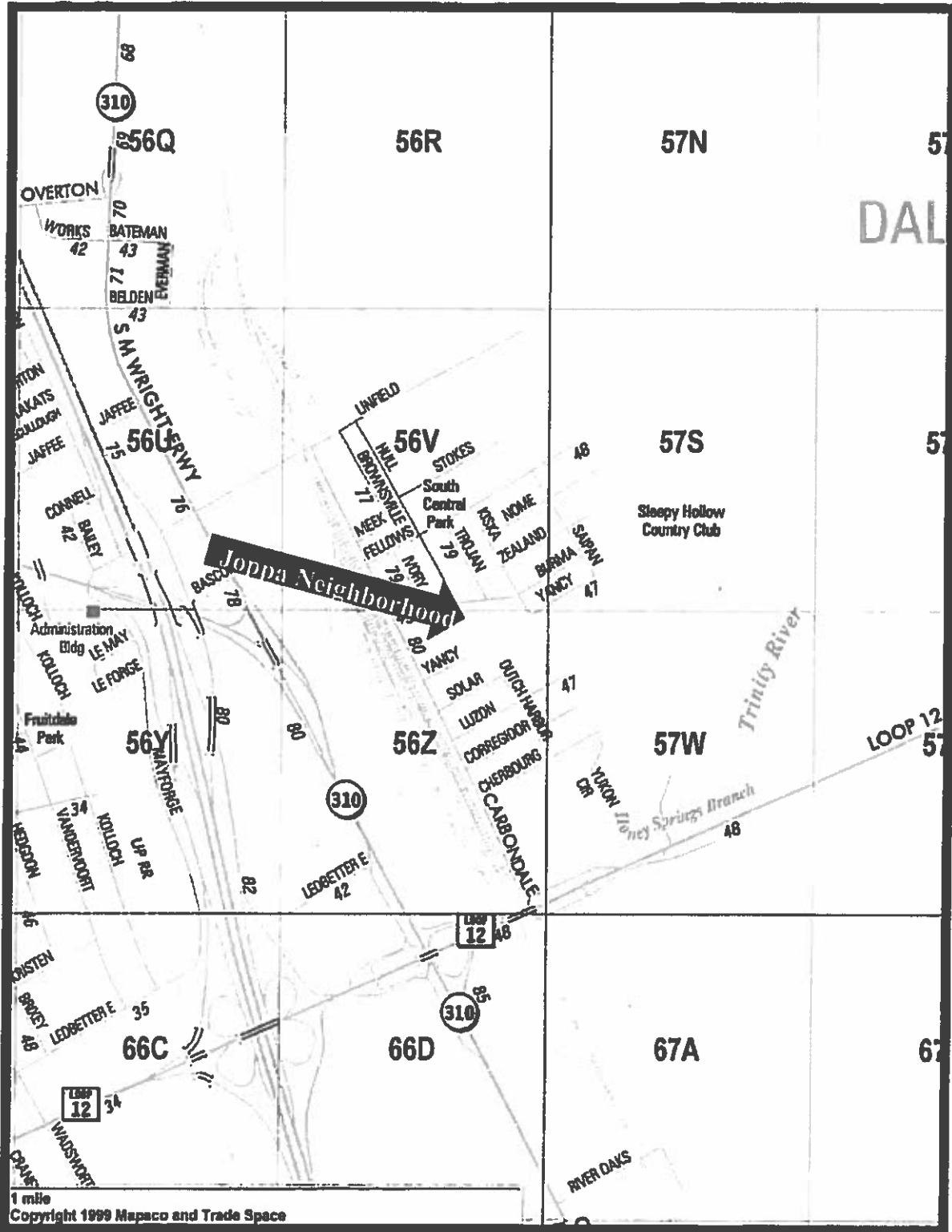
**Dallas Area Habitat for Humanity**

Bill Hall, Chief Executive Officer

**MAP**

Attached





**MAPSCO 56V Z; 57S W**

September 14, 2016

**WHEREAS**, the development of owner occupied units for households with varied income levels is a high priority of the City of Dallas; and

**WHEREAS**, on June 10, 2015, City Council approved the housing development loan agreement with DAHFH, by Resolution No. 15-1078; and

**WHEREAS**, Dallas Area Habitat for Humanity proposes to continue to work with the City of Dallas to undertake the development of 18 affordable units in the Joppa Neighborhood Project; and

**WHEREAS**, the City desires for Dallas Area Habitat for Humanity to develop housing units for low and moderate income families; **NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That following approval as to form by the City Attorney, the City Manager is authorized to execute an amendment to the housing development loan in an amount not to exceed \$540,000 with Dallas Area Habitat for Humanity (DAHFH) for the development of 18 affordable single family homes to be located in the Joppa Neighborhood Project to extend the completion date from August 26, 2016 to August 31, 2017.

**Section 2.** That the terms of the loan agreement continue to include:

- (a) DAHFH has executed a note payable to the City of Dallas for the \$540,000 loan.
- (b) DAHFH has executed a lien through a Deed of Trust and deed restriction for a 10-year term for the units.
- (c) DAHFH will use the funds to gap the construction costs for the units and developer fees in the amount of \$180,000 and will keep the proceeds from the sale of the units.
- (d) DAHFH will have until August 31, 2017 to fully complete the project and occupy the units with low and moderate income families with incomes at or below 80% of area median family income.
- (e) DAHFH will be partially released and forgiven of debt from their liens on a prorata basis as each home is built and sold to a low-income homebuyer.

**Section 3.** That the City Manager, upon approval as to form by the City Attorney, is authorized to execute an amendment to the loan agreement to extend the completion deadline as described herein, and to execute releases of liens and terminate deed restrictions on the property upon compliance with the loan terms and deed restrictions.

September 14, 2016

**Section 4.** That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the loan, until such time as the loan documents are duly approved by all parties and executed.

**Section 5.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 7  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 46P

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**SUBJECT**

Authorize an amendment to Resolution No. 15-1379, previously approved on August 12, 2015, for the conditional grant agreement in the amount of \$1,150,000 with Urban Mixed Use, LLC to extend the completion date from June 30, 2016 to June 30, 2017 for the predevelopment and construction of the 38-unit multifamily project located at 3221 Elihu Street - Financing: No cost consideration to the City

**BACKGROUND**

In July 2016, Devon Hall, Member of Urban Mixed Use, LLC, requested to extend the completion date to June 30, 2017 for the conditional grant to Urban Mixed Use, LLC in the amount of \$1,150,000 for the development of the 38-unit multifamily project located at 3221 Elihu Street for acquisition, demolition, relocation, predevelopment and construction costs. Urban Mixed Use, LLC will have a 10-year deed restriction on the multifamily units to maintain affordability at 140% Area Median Family Income.

Urban Mixed Use, LLC completed construction on the parking lot, exterior, several interior floors, mechanical, electrical, fire suppression, elevator, HVAC roof and windows. Remaining to be done in the interior of the building is sheetrock, insulation, paint, cabinets, plumbing, trim, and flooring on three floors. Delays have occurred due to a change in the superintendent overseeing the project and availability of supplies hindered by the weather. Private funding leverage is \$2,082,217.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 11, 2012, City Council approved the conditional grant to Urban Mixed Use, LLC in the amount of \$500,000 for the development to include acquisition, demolition, relocation, predevelopment and construction costs of the project at 3221 Elihu, by Resolution No. 12-0167.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS) (continued)**

On December 11, 2013, City Council approved an amendment, increasing funding by \$650,000, from \$500,000 to \$1,150,000 to the conditional grant to Urban Mixed Use, LLC, by Resolution No. 13-2116.

On August 12, 2015, City Council approved an amendment to the conditional grant to extend the completion date to June 30, 2016 with Urban Mixed Use, LLC, by Resolution No. 15-1379.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

No cost consideration to the City

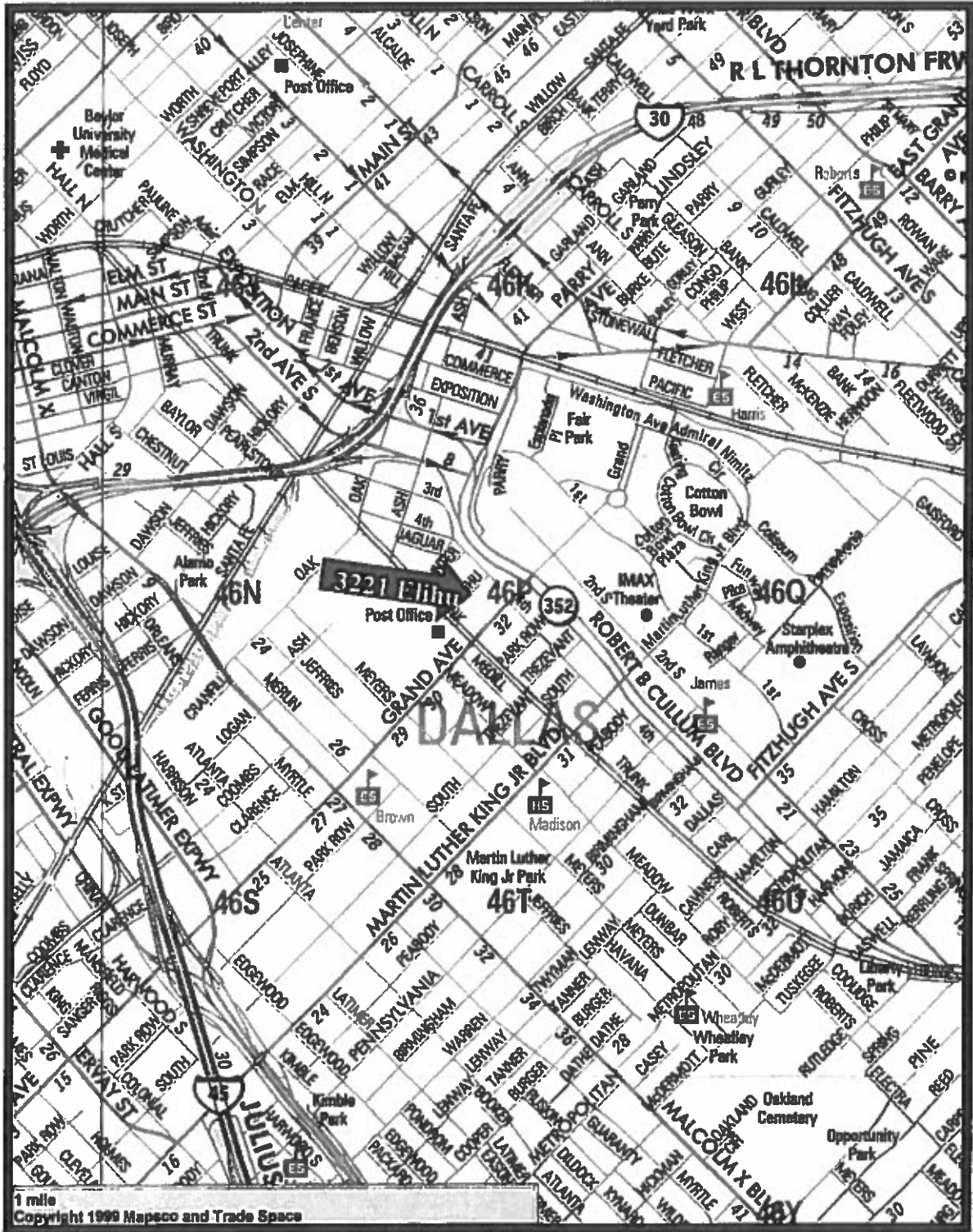
**OWNER/DEVELOPER**

**Urban Mixed Use, LLC**

Devon Hall, Member

**MAP**

Attached



MAPSCO 46P

September 14, 2016

**WHEREAS**, the City of Dallas seeks to support economic growth in the Southern area of the city and economic development; and

**WHEREAS**, Urban Mixed Use, LLC wishes to partner with the City of Dallas to provide 38 multifamily units in the Fair Park area; and

**WHEREAS**, on January 11, 2012, City Council approved the conditional grant to Urban Mixed Use, LLC in the amount of \$500,000 for the development to include predevelopment and construction costs of the project at 3221 Elihu, by Resolution No. 12-0167; and

**WHEREAS**, on December 11, 2013, City Council approved an amendment, increasing funding by \$650,000, from \$500,000 to \$1,150,000 to the conditional grant to Urban Mixed Use, LLC, by Resolution No. 13-2116; and

**WHEREAS**, on August 12, 2015, City Council approved an amendment to extend the conditional grant agreement to June 30, 2016 with Urban Mixed Use, LLC, by Resolution No. 13-2116; and

**WHEREAS**, the City requests a modification to the conditional grant agreement as part of the City's ongoing efforts to promote housing as a part of greater economic development plans in the city; **NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager, upon approval as to form by the City Attorney, is authorized to amend Resolution No. 13-2116, previously approved on December 11, 2013, for the conditional grant agreement in the amount of \$1,150,000 with Urban Mixed Use, LLC to extend the completion date from June 30, 2016 to June 30, 2017 for the acquisition, demolition, relocation, predevelopment and construction of the 38-unit multifamily project located on 3221 Elihu Street.

**SECTION 2.** That the grant agreement is hereby expressly made subject to all of the following contingencies which must be performed or occur:

- a. Urban Mixed Use, LLC will invest a minimum of \$400,000 into the Project.
- b. Project will contain a minimum of 38 units.
- c. Urban Mixed Use, LLC shall complete construction and occupancy by June 30, 2017.
- d. Urban Mixed Use, LLC must present documentation for all of the renters to have incomes at or below 140% Area Median Family Income through full lease-up.

September 14, 2016

- e. Urban Mixed Use, LLC must execute a Deed of Trust Lien and Deed Restrictions on the property for the \$1,150,000 which will carry a 10-year term forgiven annually at 1/10<sup>th</sup> per year.
- f. The City will subordinate its lien position to the Lender for interim construction.

**SECTION 3.** That the City Manager or designee may extend the completion date for an additional period of up to three months for just cause.

**SECTION 4.** That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the loans, until such time as the Deed of Trust Lien and deed restrictions are duly approved by all parties and executed.

**SECTION 5.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



**KEY FOCUS AREA:** Economic Vibrancy  
**AGENDA DATE:** September 14, 2016  
**COUNCIL DISTRICT(S):** 6  
**DEPARTMENT:** Housing/Community Services  
**CMO:** Alan Sims, Chief of Neighborhood Plus, 670-1611  
**MAPSCO:** 43H 44J N

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## **SUBJECT**

A public hearing to receive comments on the proposed sale of eight unimproved properties acquired by the taxing authorities from the Sheriff to Dallas Neighborhood Alliance for Habitat, Inc., a qualified non-profit organization; and, at the close of the public hearing, authorize the City Manager to: **(1)** quitclaim eight unimproved properties to Dallas Neighborhood Alliance for Habitat, Inc., using the HB110 process of the City's Land Transfer Program; and **(2)** release the City's non-tax liens included in the foreclosure judgment together with post-judgment non-tax liens, if any (list attached) - Revenue: \$8,000

## **BACKGROUND**

The HB110 process of the City's Land Transfer Program, in accordance with Section 2-26 of the Dallas City Code ("Code") and with Section 253.010 of the Texas Local Government Code, permits the City to sell land, that it acquired from the Sheriff through tax foreclosure and which it holds, as a trustee, for itself and the other taxing jurisdictions, to a qualified non-profit organization for the purpose of providing affordable housing, subject to the consent of the other taxing jurisdictions.

Property eligible for the HB110 process of the City's Land Transfer Program must be sold by quitclaim deed that includes a possibility of reverter and right of re-entry, triggered under certain conditions, including if construction of affordable housing is not completed on the property within three years of the non-profit's receipt of the quitclaim deed. The quitclaim deed must also include deed restrictions that require the desired development of the property and maintain the affordability of the property as required by the Code. Per the Code, the sales price of each property is \$1,000 for up to 7,500 square feet of land plus \$0.133 for each additional square foot of land, which amount is distributed by the City to both the City and the other taxing jurisdictions in accordance with Section 34.06 of the Texas Tax Code, plus an amount equal to the actual fees charged for recording the Sheriff's deed and the quitclaim deed in the real property records.

**BACKGROUND (continued)**

Prior to the approval of any sale, the Code requires that the City Council provide certain notices to the public and hold a public hearing to receive comments on the proposed sale of the land.

Dallas Neighborhood Alliance for Habitat, Inc., (DNAfH) submitted a proposal to construct eight (8) single-family homes with the homes containing approximately 1,378 square feet on the eight unimproved HB110 process-eligible, Land Transfer Program properties, identified on Exhibit A, attached to the resolution, for purchase by a low to moderate income homebuyers at a proposed sales price of \$95,000 to \$110,000 with construction to begin in September 2019.

This item calls for a public hearing to allow the public an opportunity to comment on the proposed sale of the eight unimproved properties to DNAfH, and, at the close of the public hearing, authorizes the sale of the properties to DNAfH, by quitclaim deed and the release of the City's non-tax liens included in the foreclosure judgment and the post-judgment non-tax liens, if any.

In conformance with the Code, at least ten calendar days prior to the public hearing, a sign indicating the time and place of the public hearing was placed on the property, notification of the public hearing was mailed to property owners within 200 feet of the property, and notice of the public hearing was published in the Dallas Morning News.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On August 10, 2016, City Council authorized a public hearing to receive comments on the proposed sale by quitclaim deed of eight unimproved properties acquired by the taxing jurisdictions from the Sheriff to DNAfH, by Resolution No. 16-1192.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

Revenue - \$8,000

**OWNER**

**Dallas Neighborhood Alliance for Habitat, Inc.**

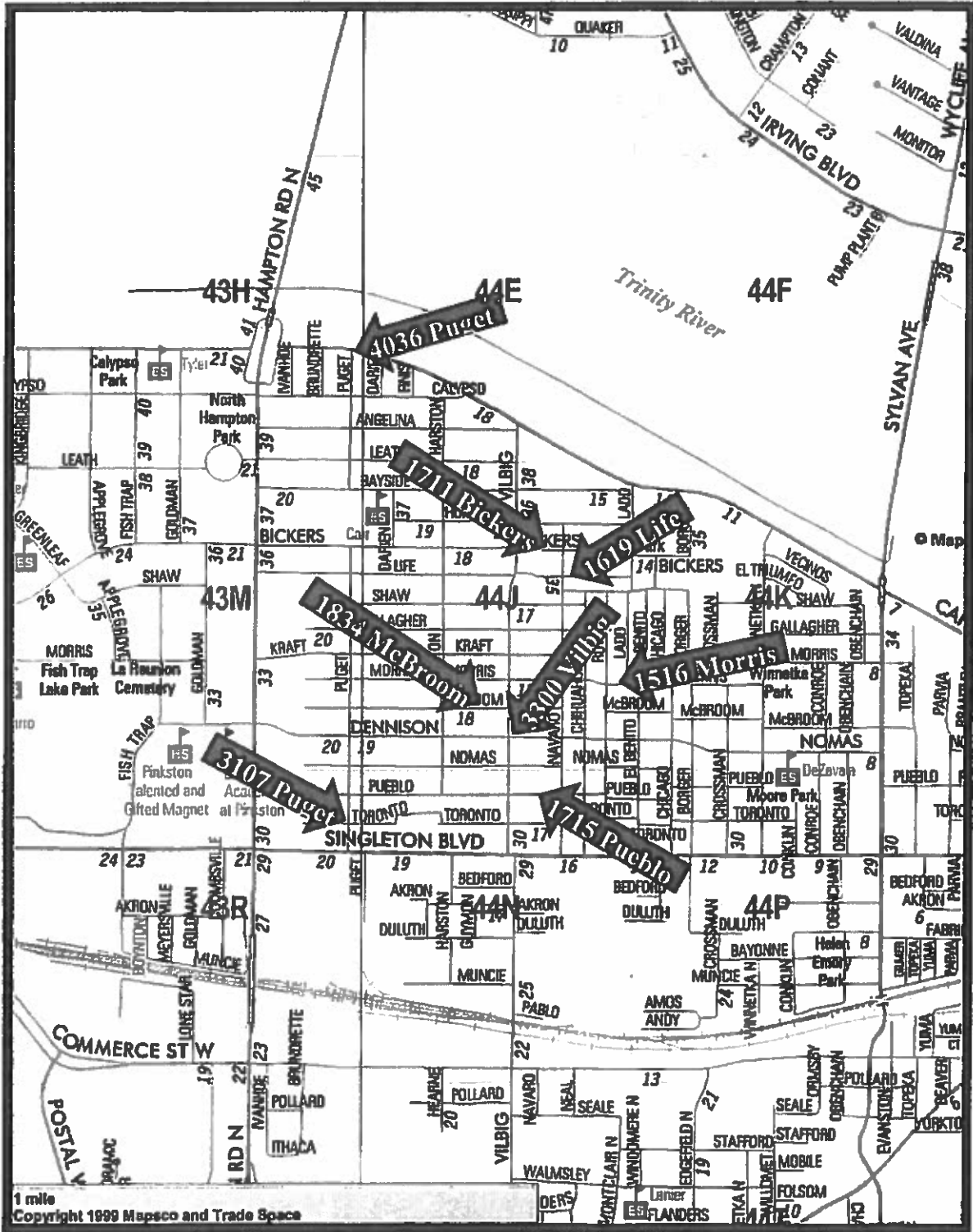
Bill Hall, Chief Executive Officer

**MAP**

Attached

### Tax Foreclosure and Seizure Property Resale

<u>Parcel No.</u>	<u>Address</u>	<u>Non-Profit Organization</u>	<u>Mapsco</u>	<u>DCAD Amount</u>	<u>Sale Amount</u>	<u>Vac/ Imp</u>	<u>Zoning</u>	<u>Council District</u>
1.	1715 Pueblo	Dallas Neighborhood Alliance for Habitat, Inc.	44N	\$9,600	\$1,000.00	V	R-5(A)	6
2.	1516 Morris	Dallas Neighborhood Alliance for Habitat, Inc.	44J	\$7,590	\$1,000.00	V	R-5(A)	6
3.	1619 Life	Dallas Neighborhood Alliance for Habitat, Inc.	44J	\$8,210	\$1,000.00	V	R-5(A)	6
4.	1711 Bickers	Dallas Neighborhood Alliance for Habitat, Inc.	44J	\$8,070	\$1,000.00	V	R-5(A)	6
5.	3300 Vilbig	Dallas Neighborhood Alliance for Habitat, Inc.	44J	\$8,640	\$1,000.00	V	CR	6
6.	1834 McBroom	Dallas Neighborhood Alliance for Habitat, Inc.	44J	\$9,050	\$1,000.00	V	R-5(A)	6
7.	3107 Puget	Dallas Neighborhood Alliance for Habitat, Inc.	44N	\$9,000	\$1,000.00	V	R-5(A)	6
8.	4036 Puget	Dallas Neighborhood Alliance for Habitat, Inc.	43H	\$8,130	\$1,000.00	V	R-5(A)	6



**MAPSCO 43H, 44J, 44N**

September 14, 2016

**WHEREAS**, the of the City's Land Transfer Program, in accordance with Section 2-26 of the Dallas City Code ("Code") and with Section 253.010 of the Texas Local Government Code, permits the City to sell land, that it acquired from the Sheriff through tax foreclosure and which it holds, as a trustee, for itself and the other taxing jurisdictions, to a qualified non-profit organization for the purpose of providing affordable housing, subject to the consent of the other taxing jurisdictions; and

**WHEREAS**, property eligible for the HB110 process of the City's Land Transfer Program must be sold by quitclaim deed that includes a possibility of reverter and right of re-entry, triggered under certain conditions, including if construction of affordable housing is not completed on the property within three years of the non-profit's receipt of the quitclaim deed; and

**WHEREAS**, the quitclaim deed must also include deed restrictions that require the desired development of the property and maintain the affordability of the property as required by the Code; and

**WHEREAS**, per the Code, the sales price of each property is \$1,000 for up to 7,500 square feet of land plus \$0.133 for each additional square foot of land, which amount is distributed by the City to both the City and the other taxing jurisdictions in accordance with Section 34.06 of the Texas Tax Code, plus an amount equal to the actual fees charged for recording the Sheriff's deed and the quitclaim deed in the real property records; and

**WHEREAS**, prior to the approval of any sale, the Code requires that the City Council provide certain notices to the public and hold a public hearing to receive comments on the proposed sale of the land; and

**WHEREAS**, Dallas Neighborhood Alliance for Habitat, Inc., submitted a proposal to construct eight (8) single-family homes with the homes containing approximately 1,378 square feet on eight unimproved HB110 process-eligible, Land Transfer Program properties, identified on Exhibit A, attached hereto and made a part hereof (hereinafter the "property"), for purchase by a low to moderate income homebuyer at a proposed sales price of \$95,000 to \$110,000 with construction to begin in September 2019; and

**WHEREAS**, at least ten calendar days prior to the public hearing, a sign indicating the time and place of the public hearing was placed on the property, notification of the public hearing was mailed to property owners within 200 feet of the property, and notice of the public hearing was published in the Dallas Morning News;

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

September 14, 2016

**Section 1.** That upon receipt of the requisite monetary consideration from Dallas Neighborhood Alliance for Habitat, Inc., (hereinafter the "non-profit organization") and the approval of the governing bodies of the other affected taxing jurisdictions, the City Manager is hereby authorized to execute a quitclaim deed, approved as to form by the City Attorney and attested by the City Secretary, quitclaiming the property, acquired by the taxing authorities from the Sheriff, to the non-profit organization, subject to the conditions contained in this resolution.

**Section 2.** That the City Manager is hereby authorized to execute instruments, approved as to form by the City Attorney, releasing the City's non-tax liens included in the foreclosure judgment and post-judgment non-tax liens, if any, on the property.

**Section 3.** That the non-profit organization's proposal for the development of affordable housing on the property, described in Exhibit A, is hereby approved.

**Section 4.** That the quitclaim deed shall contain:

- (a) A copy or summary of the proposal from the non-profit organization for the property and a requirement that the non-profit organization develop the property in accordance with the proposal, including the timetable specified in the proposal.
- (b) A possibility of reverter with right of re-entry if the director determines that the non-profit organization:
  - (i) has failed to take possession of the property within ninety calendar days after receiving the quitclaim deed;
  - (ii) has failed to complete construction of affordable housing on the property within three years after receiving the quitclaim deed or by the end of any extended development period approved by the City Council in accordance with Section 2-26.6(c) of the Code;
  - (iii) is not developing the property in compliance with the timetable specified in the non-profit organization's proposal;
  - (iv) is unable to develop the land in compliance with its proposal because a request for a zoning change has been denied;
  - (v) has incurred a lien on the property because of violations of the Code or other City ordinances within three years after receiving the quitclaim deed; and

September 14, 2016

- (vi) has sold, conveyed, or transferred the property without the consent of the City and the other affected taxing jurisdictions within three years after receiving the quitclaim deed.
- (c) Deed restrictions requiring the purchaser to:
- (i) restrict the sale and resale of owner-occupied property to low-income individuals or families for five years after the date the deed from the non-profit organization to the initial homebuyer is filed in the real property records of the county in which the property is located;
  - (ii) require the non-profit organization to develop all proposed housing units on the property in accordance with the Code and all applicable City ordinances and state and federal laws within three years after receiving the quitclaim deed or by the end of any extended development period approved by the City Council in accordance with Section 2-26.6(c) of the Code, and to obtain inspections and approval of the housing units by the City before initial occupancy; and
  - (iii) require any low-income individual or family who purchases a housing unit on a property to maintain the housing unit in accordance with the Code and all applicable City ordinances and state and federal laws for a period of five years after the date the deed from the non-profit organization to the initial homebuyer is filed in the real property records of the county in which the property is located.
- (d) An indemnification by the non-profit organization of the City and other affected taxing jurisdictions.
- (e) A statement and acknowledgment that the quitclaim deed for the property is subject to all redemption rights provided by state law.
- (f) The non-profit organization's representation and agreement that it did not purchase the property on behalf of a "prohibited person" and will not sell or lease the property to a "prohibited person" for five years from the date of the quitclaim deed. A "prohibited person" is any party who was named as a defendant in the legal proceedings where the City obtained a final judgment for delinquent taxes and an order to foreclose its tax lien on the property or person in the judgment or seizure tax warrant, or the Sheriff's deed as the owner of the property, authorized seized and ordered sold for delinquent taxes and any municipal health and safety liens.

September 14, 2016

**Section 5.** That the City Manager is authorized to execute instruments, approved as to form by the City Attorney, releasing the City's possibility of reverter with right of re-entry and terminating the deed restrictions to the property upon compliance with all terms and conditions of Section 2-26 of the Code and the quitclaim deed, including the deed restrictions and the proposal.

**Section 6.** That the non-profit organization shall be responsible for the pro-rata taxes assessed on the property from the date of closing for the remaining part of the then-current calendar year. The property shall be placed back on the tax rolls effective as of the date of execution of the quitclaim deed.

**Section 7.** That any procedures required by Section 2-24 of the Code that are not required by state law are hereby waived with respect to conveyance of the property.

**Section 8.** That the monetary consideration received from the non-profit organization shall be distributed pursuant to the Section 34.06 of the Texas Tax Code.

**Section 9.** That any and all proceeds for the City's sale of the property to the non-profit organization be deposited to General Fund 0001, Agency DEV, Balance Sheet Account 0519.

**Section 10.** That upon receipt of the monetary consideration from the non-profit organization, the City Controller is authorized to disburse proceeds of the sale of the property in accordance Section 34.06 of the Texas Tax Code, which calculations for disbursement shall be provided by the Director of Sustainable Development and Construction, to the City of Dallas Land Based Receivables, the Dallas County District Clerk and the Dallas County Tax Office from the account specified in Section 9 above.

**Section 11.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



EXHIBIT "A"

LAND TRANSFER PROPERTIES				
PARCEL NUMBER	STREET/ADDRESS LEGAL DESCRIPTION	QUALIFIED PURCHASER	NUMBER OF HOMEOWNER UNITS	SALE AMOUNT
1	1715 Pueblo Lot 7, Homestead Addition Block C7116	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
2	1516 Morris Lot 10, Wheeler & Reuss Eagle Ford Addition Block E7111	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
3	1619 Life Lot 15, Homestead Gardens Addition Block B7120	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
4	1711 Bickers Lot 8, Homestead Gardens Addition Block F7120	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
5	3300 Vilbig Lot 13, Homestead Manor Addition Block 27117	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
6	1834 McBroom Lot 17, Victory Gardens Addition Block F7122	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
7	3107 Puget Lot 6, Victory Gardens No. 4 Addition Block 157126	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
8	4036 Puget Lot 1, Roosevelt Manor 1st Inst., Addition Block 57130	Dallas Neighborhood Alliance for Habitat, Inc.	1	\$1,000.00
<b>TOTAL</b>				<b>\$8,000.00</b>

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** September 14, 2016

**COUNCIL DISTRICT(S):** N/A

**DEPARTMENT:** City Attorney's Office  
Housing/Community Services

**CMO:** Christopher D. Bowers, 670-3491  
Alan Sims, Chief of Neighborhood Plus, 670-1611

**MAPSCO:** N/A

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### **SUBJECT**

Authorize a third amendment to the professional services contract with Sims Moore Hill & Gannon, L.L.P. f/k/a Sims Moore Hill Gannon & Crain, L.L.P. for legal services in connection with the operation of the Mortgage Assistance Program in the City's Housing/Community Services Department to extend the term of the contract through September 30, 2018 - Not to exceed \$100,000, from \$150,000 to \$250,000 - Financing: 2015-16 Community Development Block Grant Funds

### **BACKGROUND**

Sims Moore Hill & Gannon, L.L.P. f/k/a Sims Moore Hill Gannon & Crain, L.L.P. provides legal services such as document preparation, legal advice and consultation in connection with the Mortgage Assistance Program (MAP) that has been operated in-house by the Housing/Community Services Department since October 1, 2012.

MAP is funded with U.S. Department of Housing and Urban Development (HUD) annual allocations. MAP provides principal reduction, down payment, and closing cost assistance to eligible low and moderate income homebuyers to purchase a home in the City of Dallas. MAP provides homeownership opportunities for residents of the City of Dallas earning at or below 80% of area median family income.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

City Council authorized the second amendment to the professional services contract with Sims Moore Hill Gannon & Crain, L.L.P. to expand the scope of services and extend the term of the contract through September 30, 2016, on August 27, 2014, by Resolution No. 14-1356.

Information about this item will be provided to the Housing Committee on September 6, 2016.

**FISCAL INFORMATION**

\$100,000 - 2015-16 Community Development Block Grant Funds

**OWNER**

**Sims Moore Hill & Gannon, L.L.P.**

Jack T. Gannon, Managing Partner

September 14, 2016

**WHEREAS**, on October 16, 2012, pursuant to Administrative Action No. 12-2580, the City of Dallas authorized a professional services contract with Sims Moore Hill Gannon & Crain, L.L.P., in an amount not to exceed \$50,000.00, for legal services in connection with the transfer and continuous operation of the Mortgage Assistance Program from Enterprise Community Partners, Inc. to the City's Housing/Community Services Department for the period October 1, 2012 through June 30, 2013; and

**WHEREAS**, on July 15, 2013, pursuant to Administrative Action No. 13-5936, the City of Dallas authorized the extension of the professional services contract with Sims Moore Hill Gannon & Crain, L.L.P. through September 30, 2014; and

**WHEREAS**, on August 27, 2014, the City Council authorized the second amendment in the amount of \$100,000.00 to the professional services contract with Sims Moore Hill Gannon & Crain, L.L.P. by Resolution No. 14-1356, to expand the scope of services, and extend the term of the contract through September 30, 2016, increasing the contract amount from \$50,000.00 to \$150,000.00; and

**WHEREAS**, on January 1, 2016, Sims Moore Hill Gannon & Crain, L.L.P. changed their name to Sims Moore Hill & Gannon, L.L.P.; and

**WHEREAS**, the professional legal services of Sims Moore Hill & Gannon, L.L.P f/k/a Sims Moore Hill Gannon & Crain, L.L.P. continue to be necessary in connection with the operation of the Mortgage Assistance Program in the City's Housing/Community Services Department; **Now, Therefore,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**Section 1.** That, following approval as to form by the City Attorney, the City Manager is hereby authorized to enter into a third amendment to the professional services contract with Sims Moore Hill & Gannon, L.L.P. f/k/a Sims Moore Hill Gannon & Crain, L.L.P. for legal services in connection with the operation of the Mortgage Assistance Program in the City's Housing/Community Services Department to extend the term of the contract through September 30, 2018, in an amount not to exceed \$100,000.00, increasing the contract amount, as amended, from \$150,000.00 to \$250,000.00.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse, in periodic payments to Sims Moore Hill & Gannon, L.L.P., an amount not to exceed \$100,000.00 from Fund CD15, Department HOU, Unit 626H, Obj 3070, CTHOU873EK127A, Vendor No. VS0000073900.

**Section 3.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

# Memorandum



CITY OF DALLAS

DATE September 2, 2016

TO Housing Committee Members: Scott Griggs, Chair, Carolyn King Arnold, Vice-Chair, Mayor Pro-Tem Monica R. Alonzo, Tiffinni A. Young, Mark Clayton, and Casey Thomas, II

SUBJECT **Upcoming Addendum Agenda Item on the September 14, 2016 Council Agenda – Authorize an amendment to Resolution No. 16-0847 approved on May 25, 2016**

This item authorizes an amendment to Resolution No. 16-0847 approved on May 25, 2016 for a housing development loan with City Wide Community Development Corporation, a certified Community Housing Development Organization, to (1) increase the number of units from five to eleven; (2) increase funds from \$225,000 to \$975,000; and (3) extend the completion date from May 25, 2016 to May 25, 2018 for construction of single family homes located on scattered sites in the Lancaster Corridor

Please let me know if you have any questions.

A handwritten signature in black ink, appearing to read 'Alan E. Sims'.

Alan E. Sims  
Chief of Neighborhood Plus

c: The Honorable Mayor and Members of the City Council  
A. C. Gonzalez, City Manager  
Rosa A. Rios, City Secretary  
Christopher D., Bowers, Interim City Attorney  
Craig Kinton, City Auditor  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
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  
Elsa Cantu, Assistant to the City Manager – Mayor and Council

# Memorandum



CITY OF DALLAS

**DATE** September 2, 2016

**TO** Housing Committee Members: Scott Griggs, Chair, Carolyn King Arnold, Vice-Chair, Mayor Pro-Tem Monica R. Alonzo, Tiffinni A. Young, Mark Clayton, and Casey Thomas, II

**SUBJECT** **Upcoming Addendum Agenda Item on the September 14, 2016 Council Agenda – Authorize an amendment to Resolution No. 16-1224 approved on August 10, 2016**

This item authorizes an amendment to Resolution No. 16-1224 approved on August 10, 2016 for a housing development loan in an amount not to exceed \$320,000 with South Dallas Fair Park/Innercity Community Development Corporation (ICDC), a certified Community Housing Development Organization, to (1) increase the number of units from five to eleven; (2) increase funding from \$320,000 to \$1,220,000; and (3) to extend the contract from March 30, 2017 to March 30, 2018 for scattered sites homes located in the Fair Park area.

Please let me know if you have any questions.

A handwritten signature in black ink, appearing to read 'Alan E. Sims'.

Alan E. Sims  
Chief of Neighborhood Plus

c: The Honorable Mayor and Members of the City Council  
A. C. Gonzalez, City Manager  
Rosa A. Rios, City Secretary  
Christopher D., Bowers, Interim City Attorney  
Craig Kinton, City Auditor  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
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  
Elsa Cantu, Assistant to the City Manager – Mayor and Council