Plano City of Excellence | Memorandum

Date: October 20, 2025

To: Mark Israelson, City Manager

From: Curtis Howard, Director of Neighborhood Services

Subject: City of Plano Housing Tax Credit Process

Background:

The Texas Department of Housing and Community Affairs (TDHCA) administers the State's Housing Tax Credit (HTC) Program. HTC projects must apply to TDHCA for approval and projects are required to show support from their residing local government in the form of a "Resolution of Support" or "No Objection" to increase the possibility of success in the application process. The City of Plano's HTC Resolution Application process began in 2014. From 2014 through 2020, a cross departmental evaluation group of staff from the Planning, Special Projects, and Legal departments reviewed applications and provided resolution recommendations to City Council. The review process evolved and from 2021 through 2022, the City Council chose the Community Relations Commission (CRC) to serve as the review and recommending body for HTC resolutions.

In 2022, the City Council hired a consultant to review the process. In October 2023, Compton Creative Solutions, LLC., presented their analysis of the City's HTC process and provided recommendations to City Council. The analysis recommended that city staff serve as the reviewing and recommendation body to City Council and suggested modifications to the HTC Resolution Application. At that time, City Council chose to complete a Housing Study before making any changes to the HTC process.

Following the presentation of the completed Housing Study to City Council in July 2025, the CRC unanimously decided that a cross departmental staff evaluation committee would be the most effective process to review the HTC applications and make recommendations to City Council regarding HTC resolutions.

Next Steps:

Staff will incorporate the application recommendations provided by the HTC consultant and the CRC into the upcoming 2026 Housing Tax Credit Resolution application process. The application will be made available online by November 10, 2025, for developers to submit applications. The Cross Departmental Evaluation team will review submitted applications in January and submit a recommendation to City Council at the February 9th, City Council meeting.

CC: Sam Greif, Deputy City Manager
Shanette Eaden, Housing and Community Services Manager