



## PLANO CITY COUNCIL

**WILL CONVENE INTO OPEN SESSION AT 5:00 PM, October 14, 2019, IN THE PLANO MUNICIPAL CENTER, 1520 K AVENUE, IN COMPLIANCE WITH VERNON'S TEXAS CODES ANNOTATED, GOVERNMENT CODE CHAPTER 551 (OPEN MEETINGS ACT), AS FOLLOWS:**

**Mission Statement: The City of Plano is a regional and national leader, providing outstanding services and facilities through cooperative efforts that engage our citizens and that contribute to the quality of life in our community.**

### **CALL TO ORDER**

### **EXECUTIVE SESSION**

- |      |  |              |         |
|------|--|--------------|---------|
| I.   | Legal Advice   | Mims         | 10 min. |
|      | a) Respond to questions and receive legal advice on agenda items   |              |         |
| II.  | Litigation   | Mims         | 30 min. |
|      | a) Petition of Plano, et al, appealing North Texas Municipal Water District water rates; PUC Docket No. 46662  |              |         |
|      | b) In re National Prescription Opiate Litigation in the United States District Court in the Northern District of Ohio and related state opiate litigation                                |              |         |
| III. | Economic Development   | Bane/Braster | 20 min. |
|      | Discuss a financial offer or other incentive to a business prospect to locate, stay, or expand in Plano and consider any commercial and financial information from the business prospect |              |         |
| IV.  | Personnel- Appointments:   | Council      | 10 min. |
|      | a) Heritage Commission - Member and Chair  |              |         |

### **PRELIMINARY OPEN MEETING**

- |    |   |         |        |
|----|---|---------|--------|
| I. | Consideration and action resulting from Executive Session discussion- Appointments: | Council | 5 min. |
|    | a) Heritage Commission - Member and Chair   |         |        |

II.	Personnel - Appointments	Council	10 min.
	a) Community Relations Commission - Chair		
	b) Retirement Security Plan Committee - Chair and Interim Member		
	c) Tax Increment Financing Reinvestment Zone No. 2 Board - Member (Council)		
	d) Tax Increment Financing Reinvestment Zone No. 3 Board - Member (Council)		
III.	Recycling Education Presentation	Patterson	15 min.
IV.	Departmental Presentation - Plano Fire Rescue	Greif	15 min.
V.	Housing Tax Credit Process Presentation	Schwarz	10 min.
VI.	Consent and Regular Agendas	Council	5 min.
VII.	Council items for discussion/action on future agendas	Council	5 min.

**In accordance with the provisions of the Open Meetings Act, during the Preliminary Open Meeting, agenda items will be discussed and votes may be taken where appropriate. The City Council may convene into Executive Session to discuss posted items in the session as allowed by law.**

***Municipal Center is wheelchair accessible. A sloped curb entry is available at the main entrance facing Municipal/L Avenue, with specially marked parking spaces nearby. Access and special parking are also available on the north side of the building. The Senator Florence Shapiro Council Chambers is accessible by elevator to the lower level. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 972-941-7120.***



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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**CAPTION**

Legal Advice

a) Respond to questions and receive legal advice on agenda items

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**FINANCIAL SUMMARY**

**FUND(S):**

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**COMMENTS:**

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**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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## CITY OF PLANO COUNCIL AGENDA ITEM

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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### CAPTION

Litigation

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b) In re National Prescription Opiate Litigation in the United States District Court in the Northern District of Ohio and related state opiate litigation

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### FINANCIAL SUMMARY

**FUND(S):**

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**COMMENTS:**

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### SUMMARY OF ITEM

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator: Lisa Henderson

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**CAPTION**

Economic Development

Discuss a financial offer or other incentive to a business prospect to locate, stay, or expand in Plano and consider any commercial and financial information from the business prospect

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**FINANCIAL SUMMARY**

Not Applicable

**FUND(S):**

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**COMMENTS:**

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**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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**CAPTION**

Personnel- Appointments:

a) Heritage Commission - Member and Chair

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**FINANCIAL SUMMARY**

**FUND(S):**

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**COMMENTS:**

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**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator: Lisa Henderson

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**CAPTION**

Consideration and action resulting from Executive Session discussion-  
Appointments:  
a) Heritage Commission - Member and Chair

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**FINANCIAL SUMMARY**

Not Applicable

**FUND(S):**

---

**COMMENTS:**

---

**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**ATTACHMENTS:**

Description

Memo

Upload Date

10/8/2019

Type

Memo

**Date:** October 9, 2019

**To:** Honorable Mayor and City Council  
City Manager Israelson  
City Secretary Henderson

**From:** Alice Snyder, Assistant City Secretary

**Subject:** Personnel  
Executive and Work Session Meetings

The following appointments will be considered at the October 14, 2019 Council meeting.

<u><b>Executive Session</b></u>	<u><b>Work Session Meeting</b></u>
-Heritage Commission – Member + Chair	-Community Relations Commission – Chair -Retirement Security Plan Committee – Interim Member + Chair -Tax Increment Financing Reinvestment Zone No. 2 Board – Member (Council) -Tax Increment Financing Reinvestment Zone No. 3 Board – Member (Council)



## CITY OF PLANO COUNCIL AGENDA ITEM

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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### CAPTION

Personnel - Appointments

- a) Community Relations Commission - Chair
- b) Retirement Security Plan Committee - Chair and Interim Member
- c) Tax Increment Financing Reinvestment Zone No. 2 Board - Member (Council)
- d) Tax Increment Financing Reinvestment Zone No. 3 Board - Member (Council)

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### FINANCIAL SUMMARY

**FUND(S):**

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**COMMENTS:**

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### SUMMARY OF ITEM

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**ATTACHMENTS:**

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Memo	10/8/2019	Memo

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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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**CAPTION**

Recycling Education Presentation

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**FINANCIAL SUMMARY**

**FUND(S):**

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**COMMENTS:**

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**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**ATTACHMENTS:**

Description	Upload Date	Type
Memo	10/8/2019	Memo

**Date:** October 7, 2019

**To:** Mark D. Israelson, City Manager

**From:** Rachel Patterson, Director of Environmental Health & Sustainability

**Subject:** Recycling Education Update

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At the October 14, 2019 City Council meeting I will give a brief presentation on the recycling education programs we are proposing in response to the increase in recycling contamination we have experienced.

### **Background**

Prior to 2017 the recycling contamination rate was between 8-15%. At the last audit conducted in June 2019, the contamination rate was 31.82%. This increase is due to two significant events. The first was the 2017 fire at the Materials Recovery Facility (MRF). At that time our recyclables had to be diverted to an outdated MRF in Garland without the technology to process all the materials the Plano facility had. This resulted in an increase in contamination as materials that were acceptable before were no longer acceptable at the alternate facility.

During this time, China made the decision to no longer accept materials from the U.S. for recycling causing a steep drop in the value of recyclables, including materials such as glass and paper. To give an idea of the impact, in 2016-2017, the City received \$603,570 in revenue from recycling after processing costs were paid. Revenue dropped significantly in 2017-2018 to \$39,271. Currently, the processing costs are higher than revenue resulting in payments to Republic Services.

### **Education Campaigns**

In order to address the contamination issue, we propose two educational campaigns be added to our current portfolio.

1. *"Know What to Throw"*

This campaign is primarily distribution of educational materials through multiple outlets. It will provide education on what is acceptable and not acceptable in the recycling cart, focusing on the most valuable commodities (paper, plastic, aluminum). We plan to begin this program in November 2019.

2. *"Feet on the Street"*

This pilot program would provide curbside feedback at the recycling cart. It is designed to reduce contamination in the recycling stream and help control program costs with the goal of improving residents' understanding of how to recycle correctly. It provides direct and friendly feedback on what is acceptable to place in the cart. This program has had great success in multiple cities nationwide. We plan to begin this 6-8 week pilot in February 2020.

This presentation will go into greater detail about "Feet on the Street" and the pilot we are planning, including how the program will be communicated to residents within the pilot area and implementation. Should you have any questions or require further information prior to my presentation, please contact me.



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

**CAPTION**

Departmental Presentation - Plano Fire Rescue

**FINANCIAL SUMMARY**

**FUND(S):**

**COMMENTS:**

**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

**ATTACHMENTS:**

Description	Upload Date	Type
Presentation	9/30/2019	Informational

# PLANO FIRE-RESCUE



CITY COUNCIL UPDATE

# MISSION



*Professional service with heart -  
integrity always.*

# DEPARTMENT ACCREDITATIONS

## ISO

### Insurance Services Office

Plano has maintained a Class 1 Public Protection Classification from the Insurance Services Office (ISO) since 1998.

Plano was the first city in Texas to receive the Class 1 rating.

## CFAI

### Commission on Fire Accreditation International

Since 2001, PFR has been an accredited agency with CFAI.

The CFAI website shows that only twelve (12) Texas cities and 266 agencies worldwide have achieved Accredited Agency status.

## CAAS

### Commission on Accreditation of Ambulance Services

Since 1998, PFR has had Accredited Agency status with CAAS.

The CAAS website shows that only eleven (11) Texas agencies and 270 organizations worldwide have achieved this accreditation.

# FIRE STATION LOCATIONS

PFR personnel respond to calls for service from 13 fire stations, placed strategically throughout the city.

Each station is staffed with both the personnel and equipment to offer the most efficient and effective response possible.

13 Engine Companies

5 Truck Companies

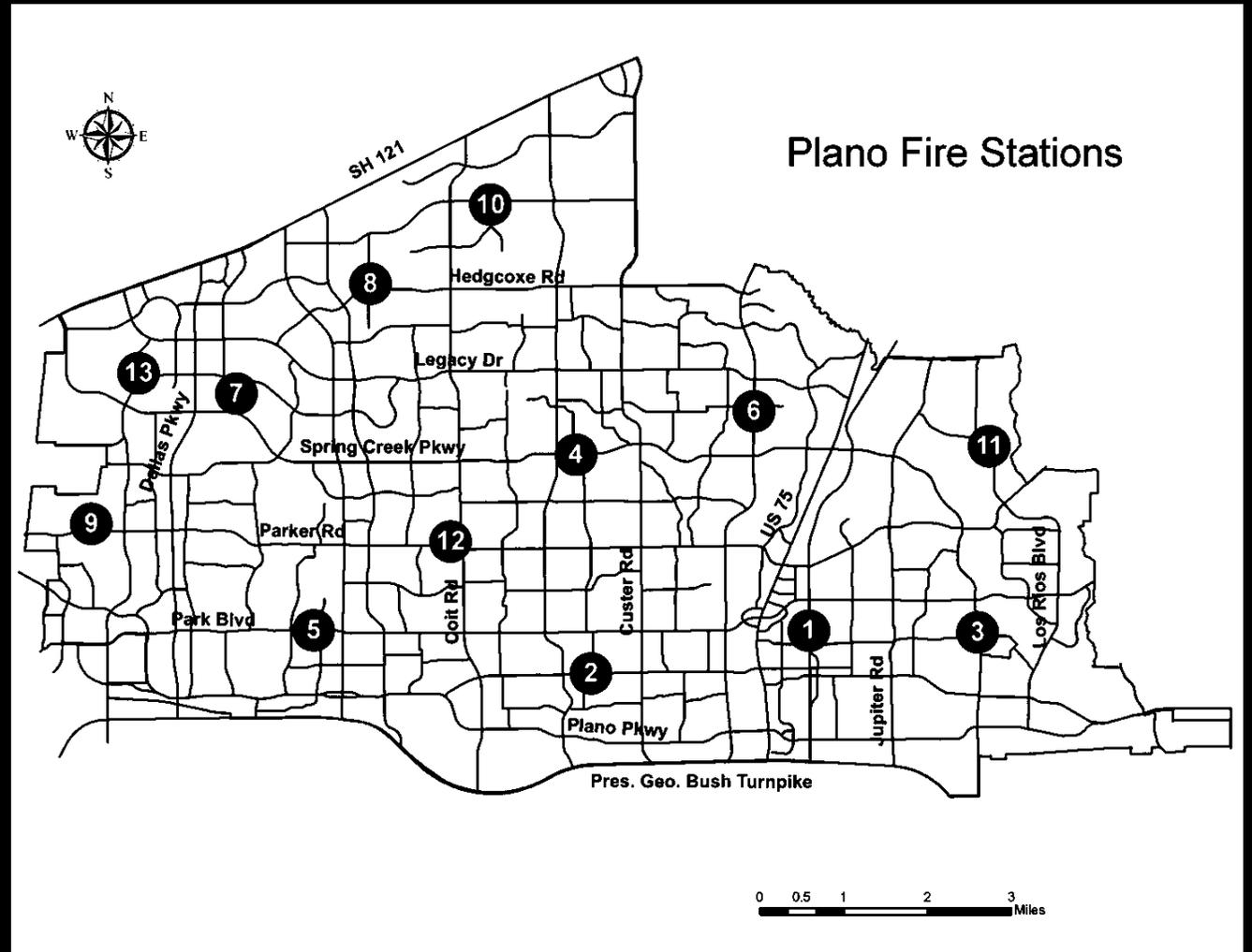
2 Battalion Chiefs

8 Ambulances

1 Rescue Squad

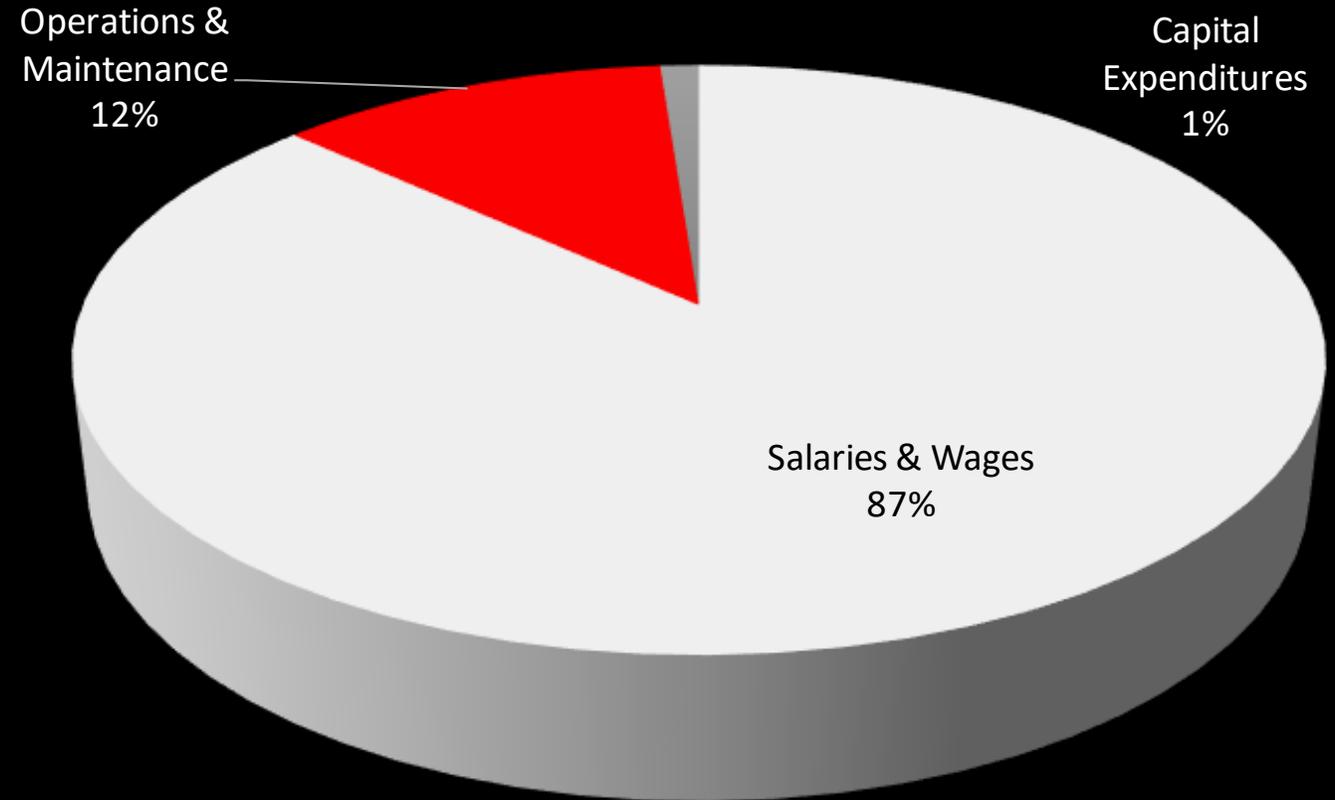
1 Utility Vehicle

Various Staff and Specialty Vehicles



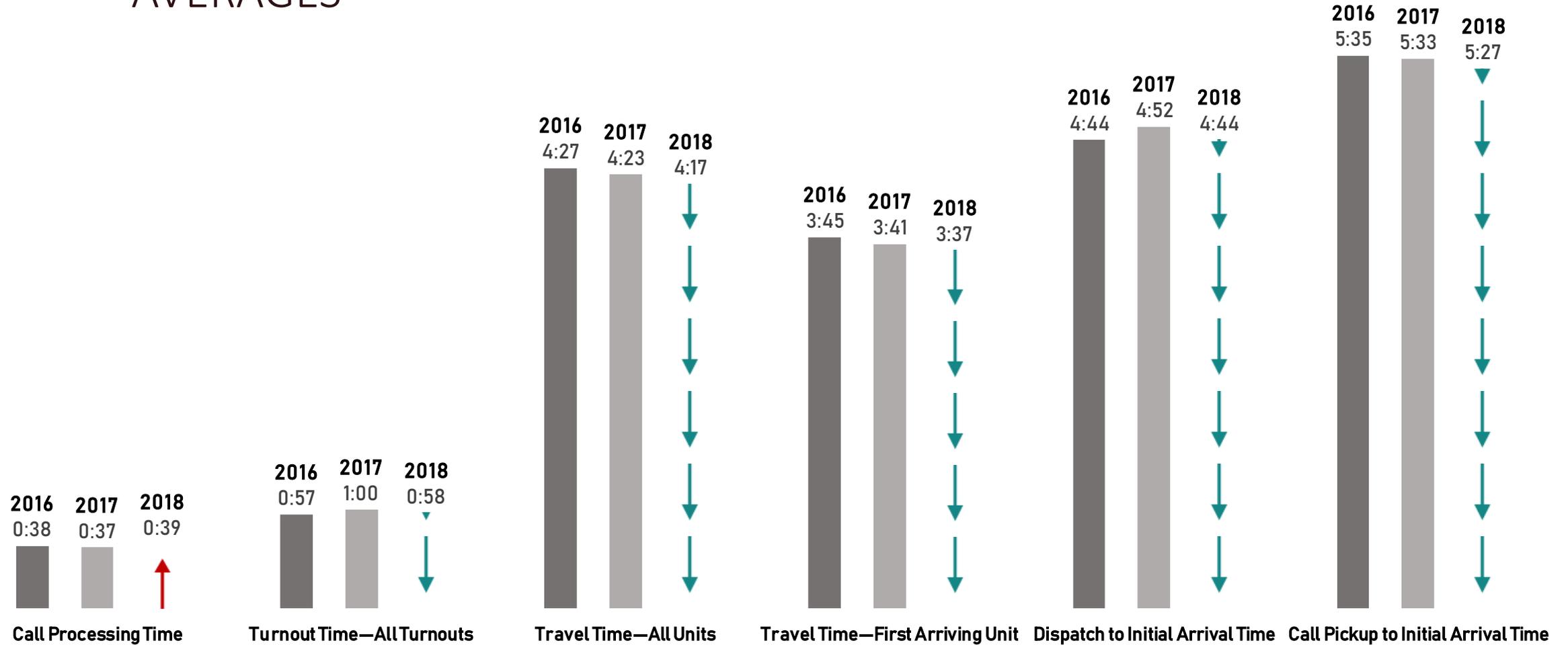
# DEPARTMENT BUDGET

In FY 2019-20, PFR's Operating Budget totals \$65,419,854.  
Budgeted expenditures are allocated as follows:

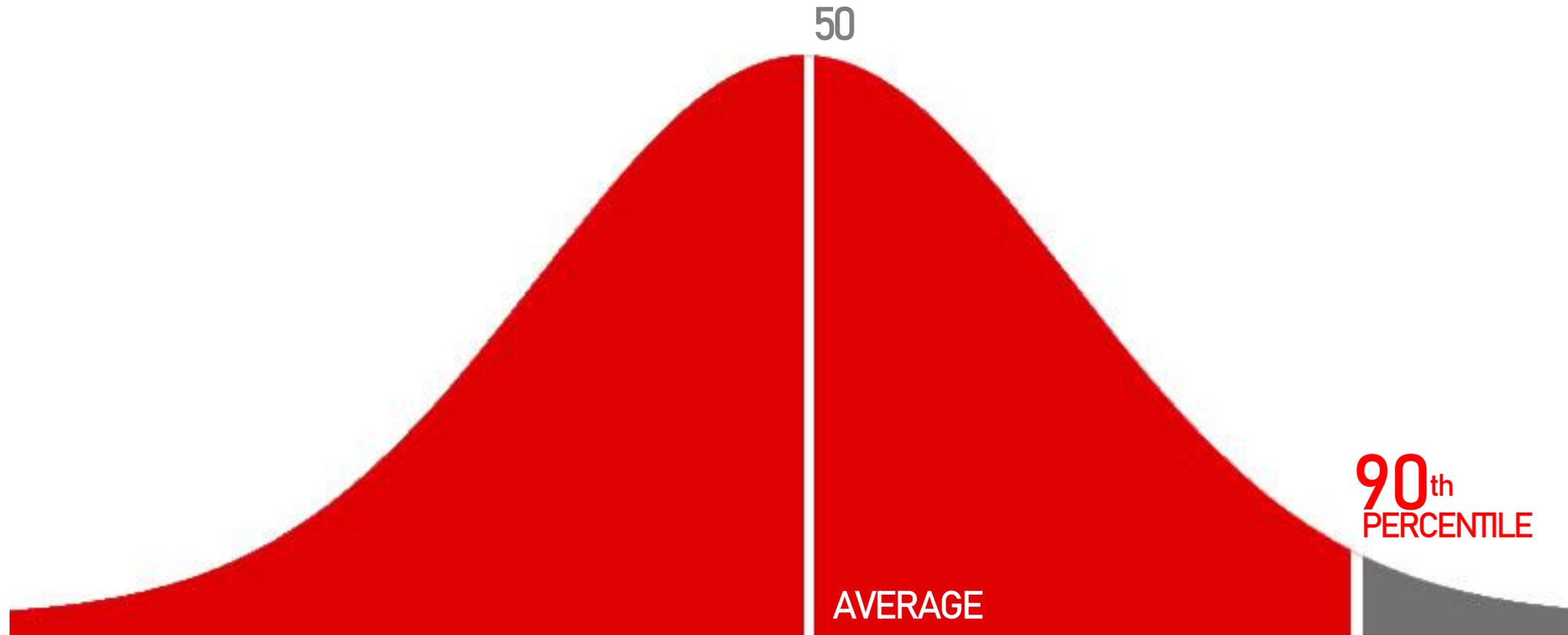


# EMERGENT RESPONSE TIMES

## AVERAGES

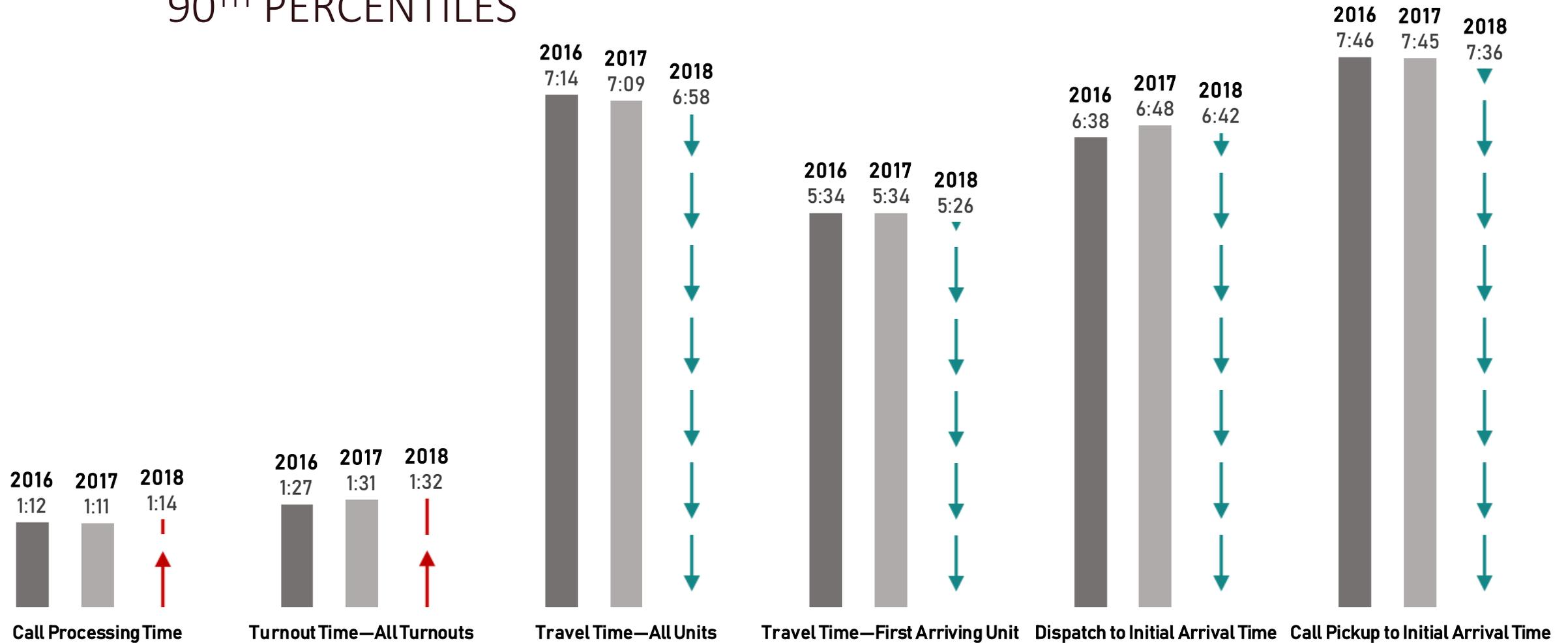


# 90<sup>TH</sup> PERCENTILE

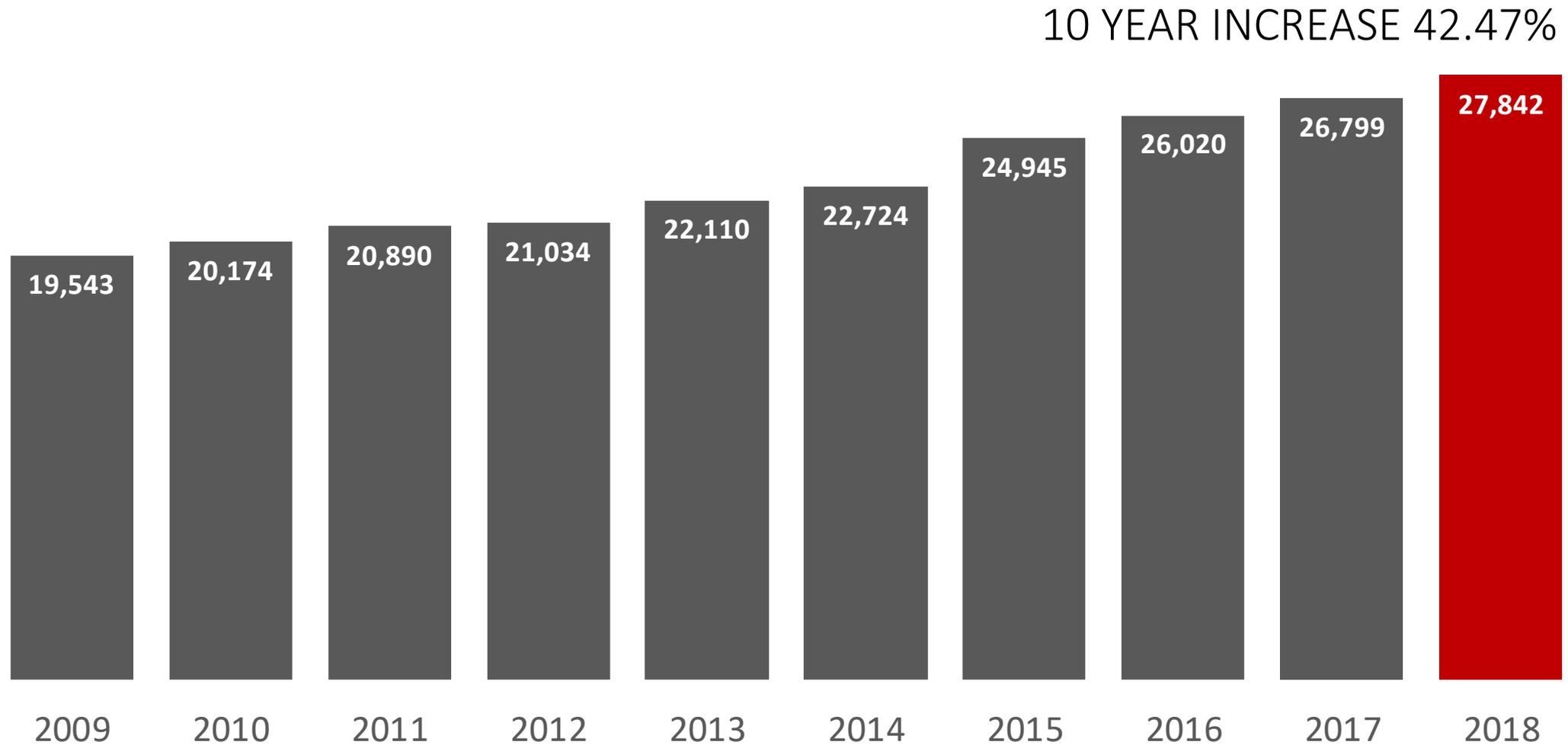


# EMERGENT RESPONSE TIMES

## 90<sup>TH</sup> PERCENTILES



# INCREASING CALL VOLUME



# AGING POPULATION

The percentage of Plano residents 65 years and over is projected to increase from 8.9 percent in 2010 to 15.9 percent by 2025.

A significant increase is also projected for the number of Plano citizens 55 to 64 years old climbing from 11.6 percent in 2010 to 15.4 percent by 2025 (COP Planning Department, 2017).

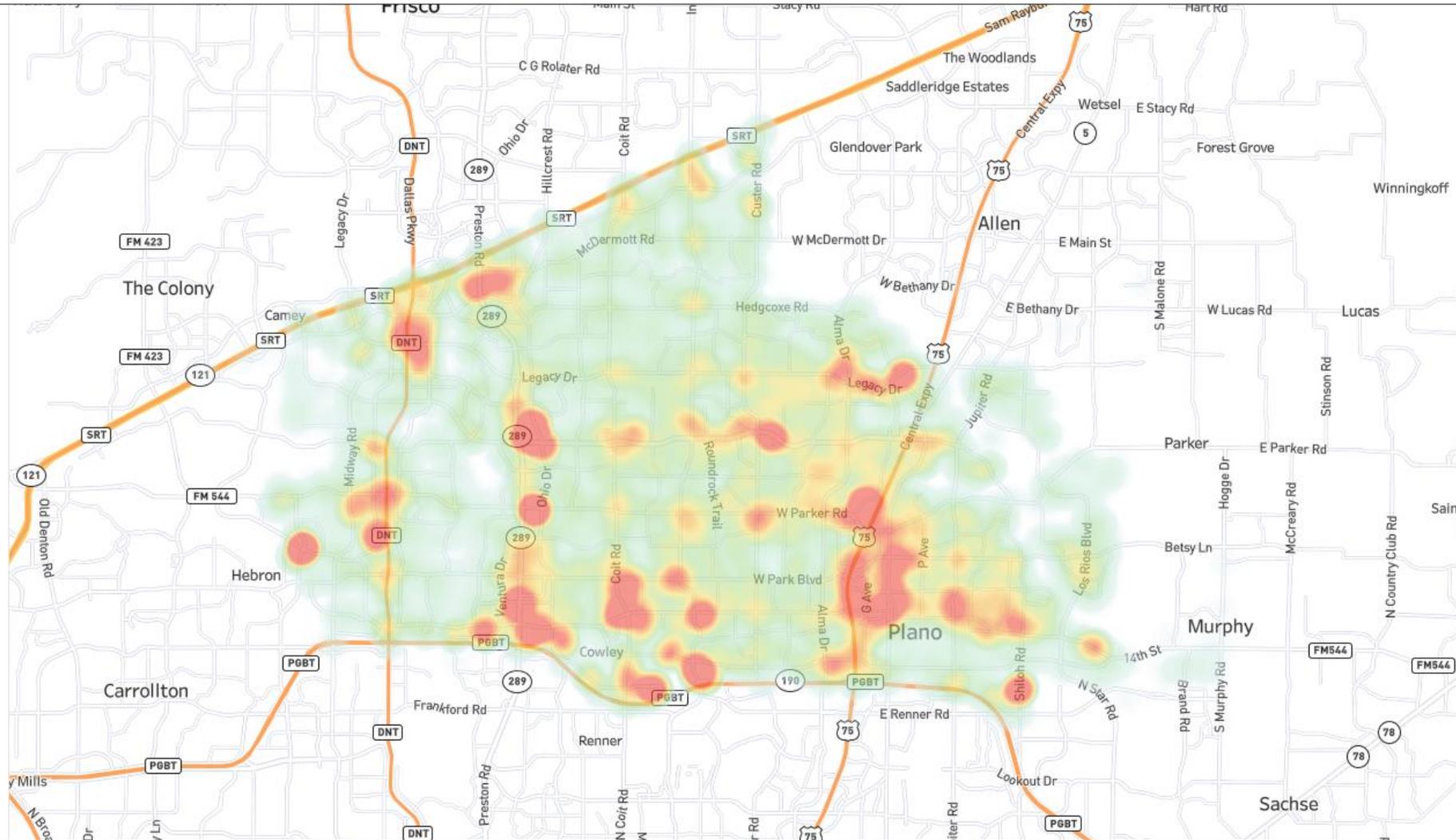
Patients age 65 and over accounted for 44% of PFR ambulance transports in 2018.

# EMS INCIDENTS

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# EMS INCIDENTS HEAT MAP



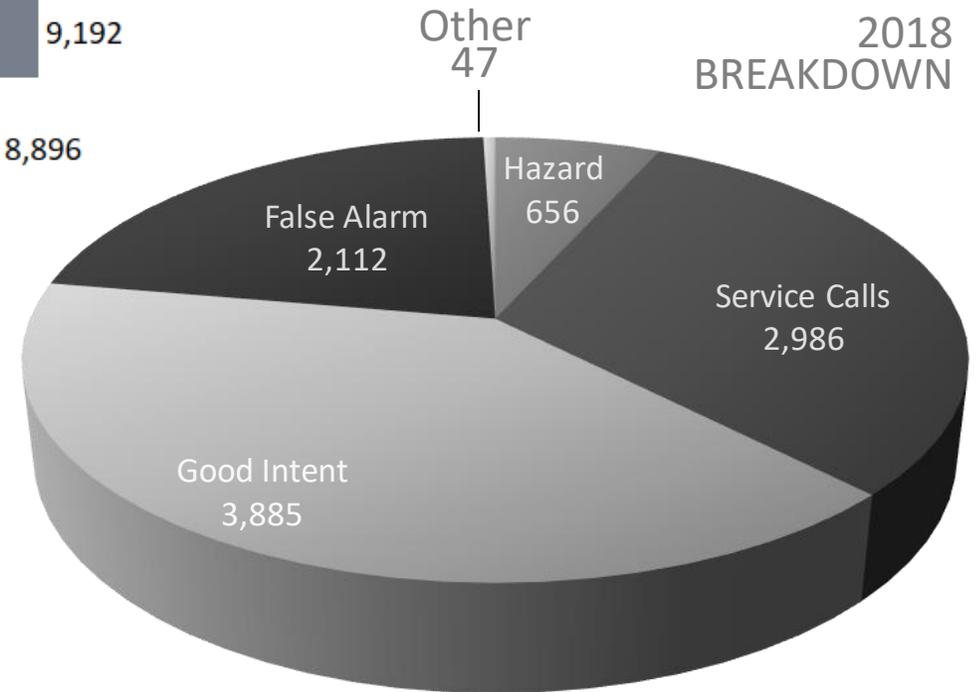
# FIRE INCIDENTS

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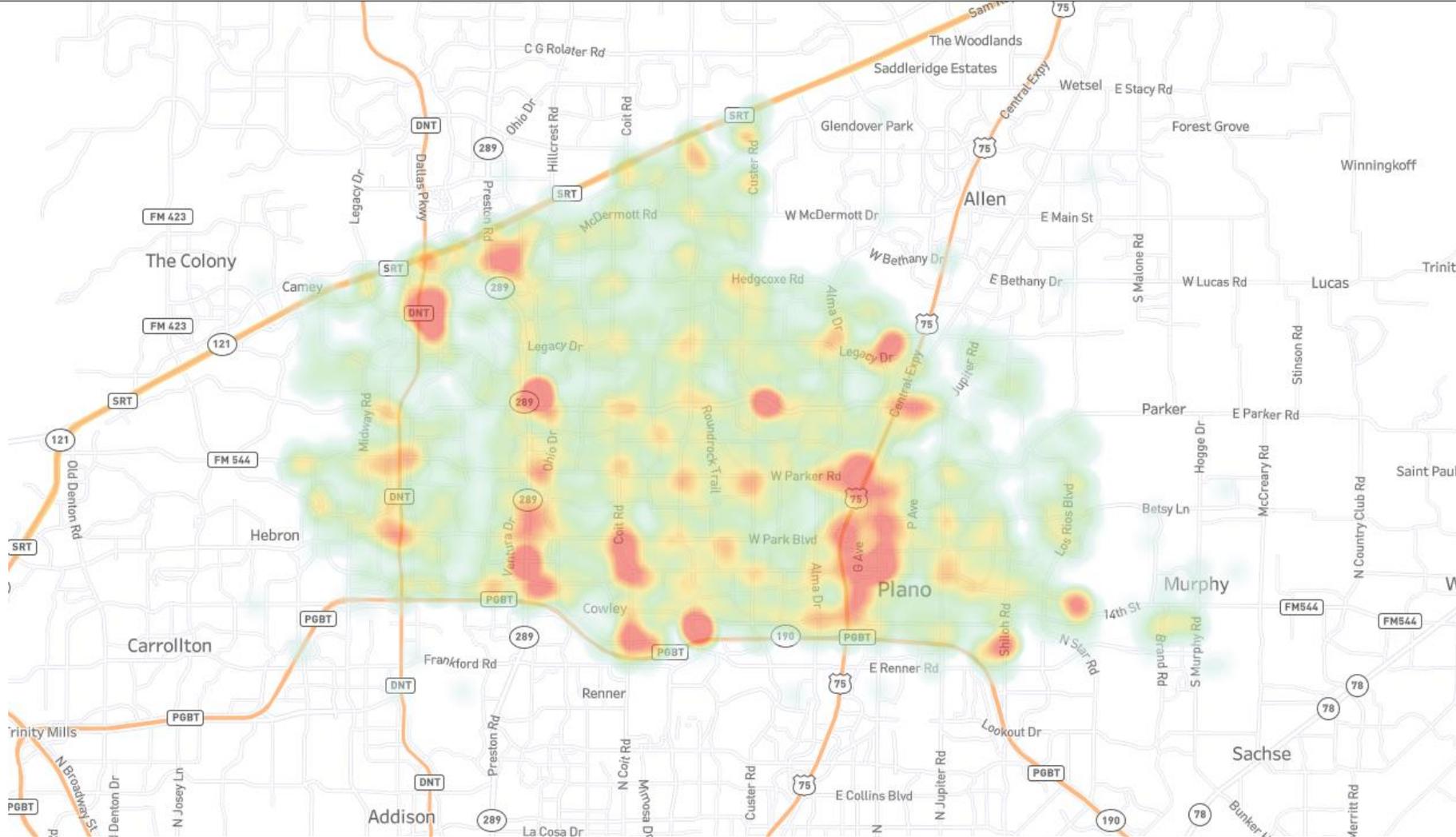




# OTHER INCIDENTS



# OTHER INCIDENTS HEAT MAP



# TRAINING CENTER FRONT



# TRAINING CENTER REAR

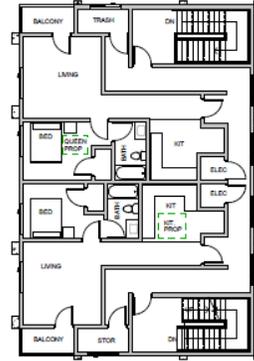


# TRAINING CENTER PLANS

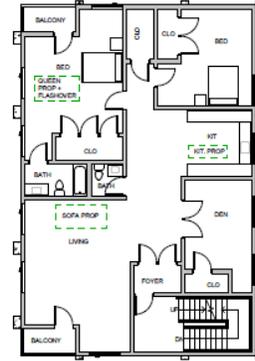
Copyright © 2019 Tovani Hart All Rights Reserved



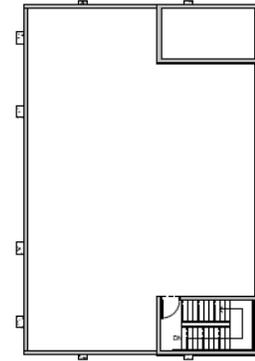
④ Level 4 - Hotel  
1/8" = 1'-0"  
ELEVATION 96'-0"



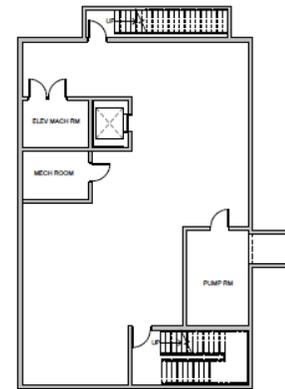
⑤ Level 5 - Condos  
1/8" = 1'-0"  
ELEVATION 98'-0"



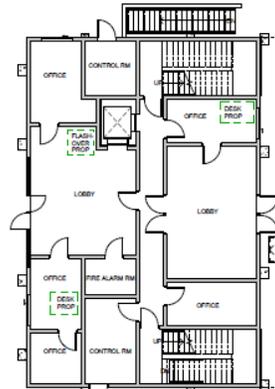
⑥ Level 6 - Penthouses  
1/8" = 1'-0"  
ELEVATION 99'-0"



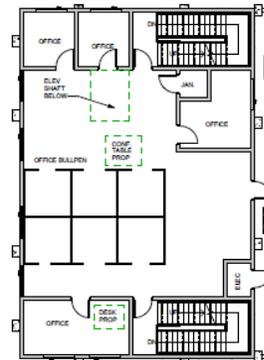
⑦ Roof  
1/8" = 1'-0"  
ELEVATION 99'-0"



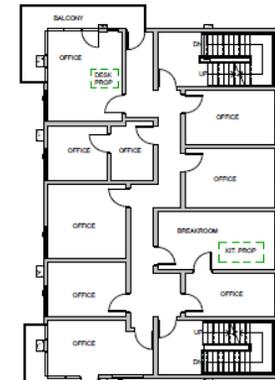
⑧ Basement  
1/8" = 1'-0"  
ELEVATION -10'-0"



① Level 1 - Entrances  
1/8" = 1'-0"  
ELEVATION 0'-0"



② Level 2 - Open Office  
1/8" = 1'-0"  
ELEVATION 18'-0"



③ Level 3 - Offices  
1/8" = 1'-0"  
ELEVATION 36'-0"



CITY OF PLANO  
FIRE TRAINING CENTER  
4800 MCDERMOTT ROAD  
PLANO, TEXAS 75024

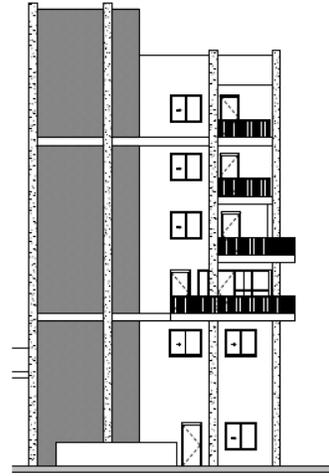
NOT FOR  
CONSTRUCTION

JUL 2019/2016  
REVISION  
CR  
JUL 2009/08  
REVISION

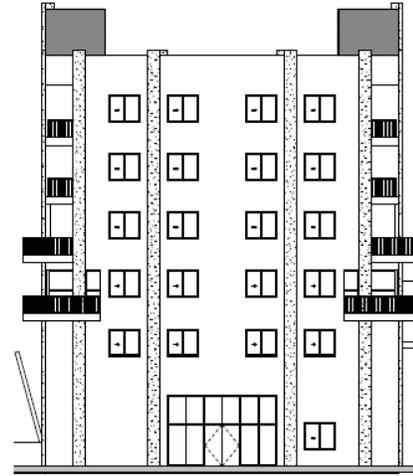
Concept Planning

PLANS - TOWER

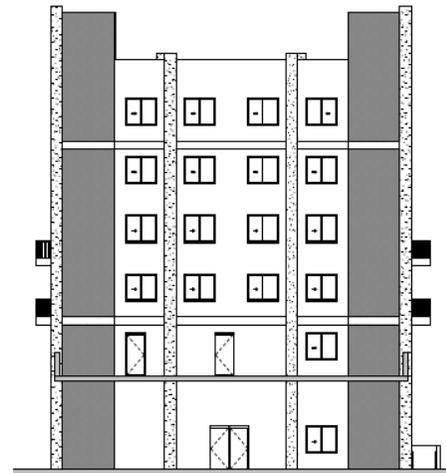
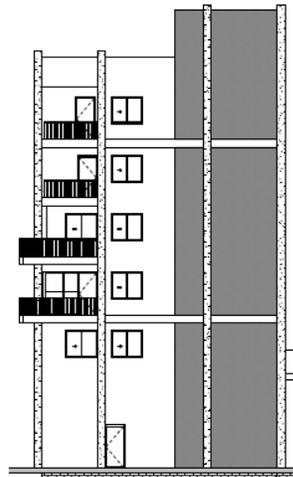
# TRAINING CENTER PLANS



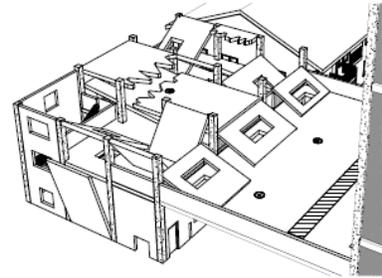
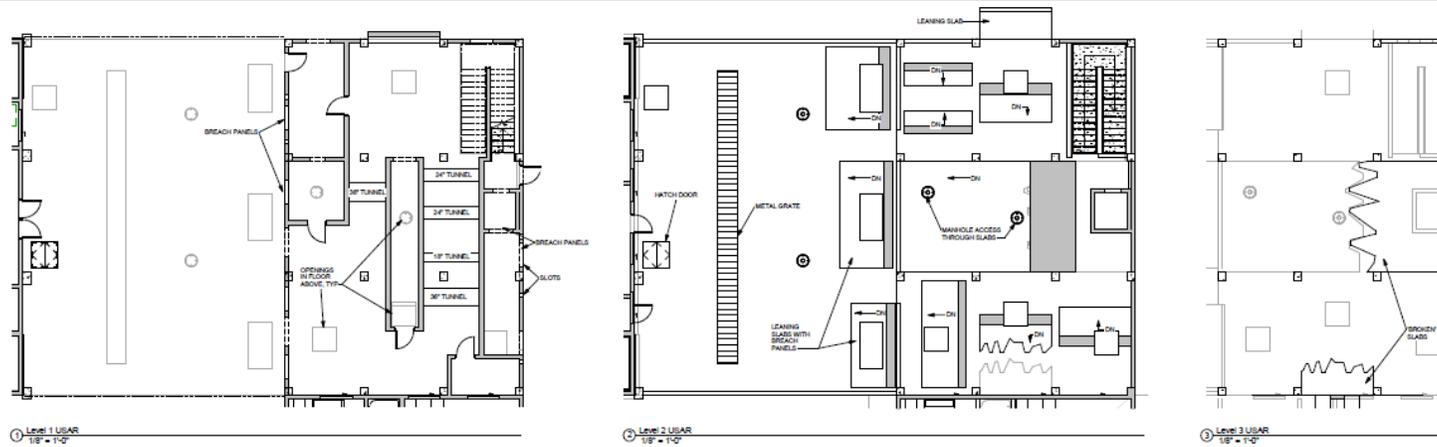
① Tower North  
1/8" = 1'-0"



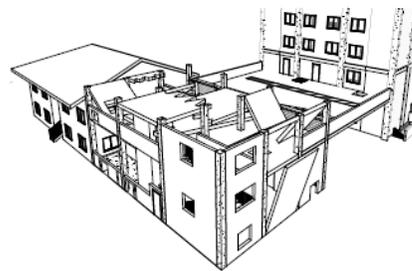
② Tower West  
1/8" = 1'-0"



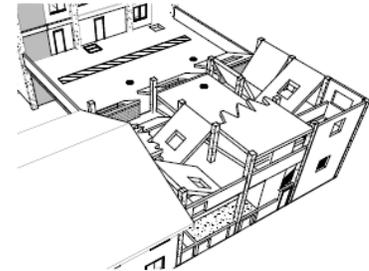
# TRAINING CENTER PLANS



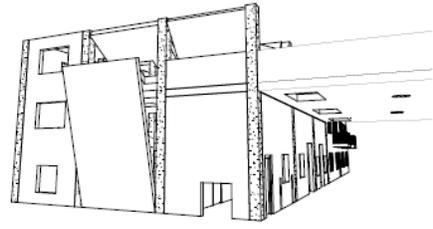
3D View from Northwest (Aerial)



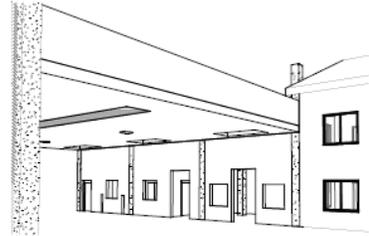
3D View from Northeast Aerial



3D View from Southeast

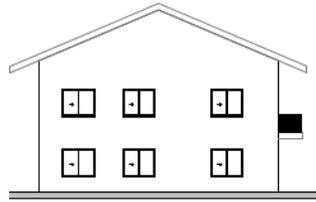


3D View from North

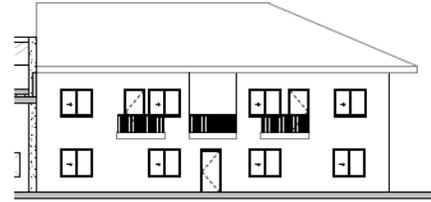


3D View from Southwest

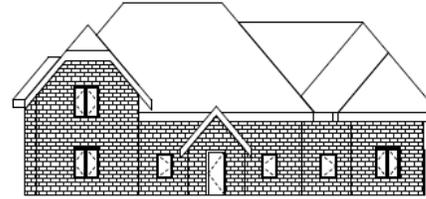
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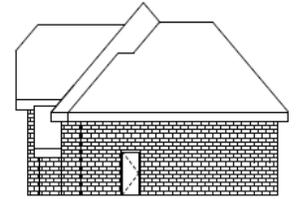
1 North Elevation  
1/8" = 1'-0"



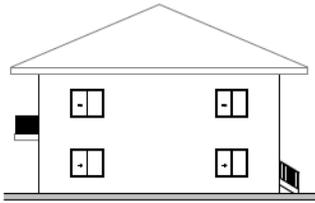
2 West Elevation  
1/8" = 1'-0"



3 South  
1/8" = 1'-0"



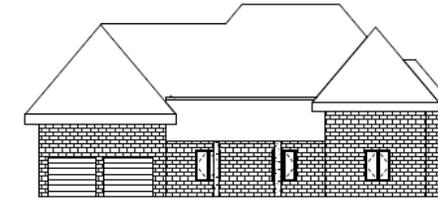
4 East  
1/8" = 1'-0"



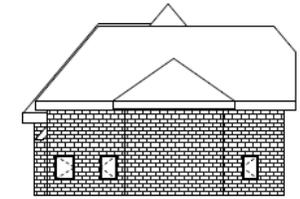
5 South Elevation  
1/8" = 1'-0"



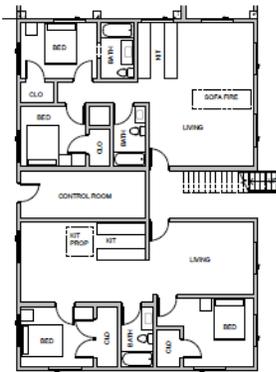
6 East Elevation  
1/8" = 1'-0"



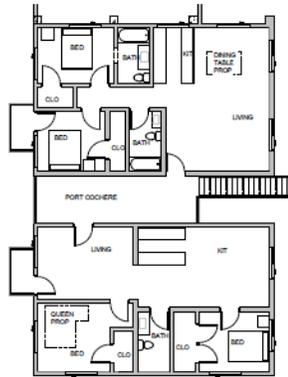
7 North  
1/8" = 1'-0"



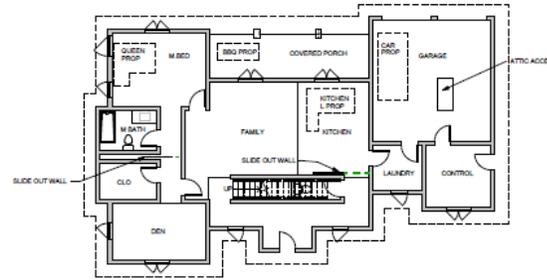
8 West  
1/8" = 1'-0"



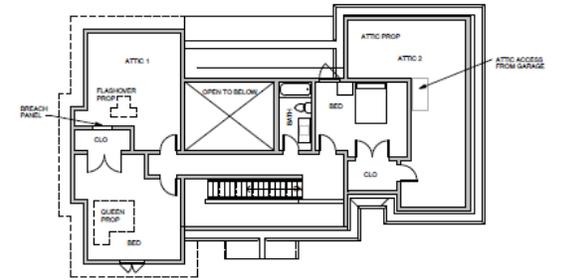
9 Floor 1  
1/8" = 1'-0"



10 Floor 2  
1/8" = 1'-0"



11 Level 1  
1/8" = 1'-0"



12 Level 2  
1/8" = 1'-0"

# FEE FOR AMBULANCE SERVICE

## PLANO RESIDENT

Basic Life Support:	\$690.00
Advanced Life Support:	\$745.00
Advanced Life Support 2:	\$765.00
Average Bill:	\$839.00

## NON-RESIDENT

Add \$100.00 to resident charges

## INCIDENTAL CHARGES

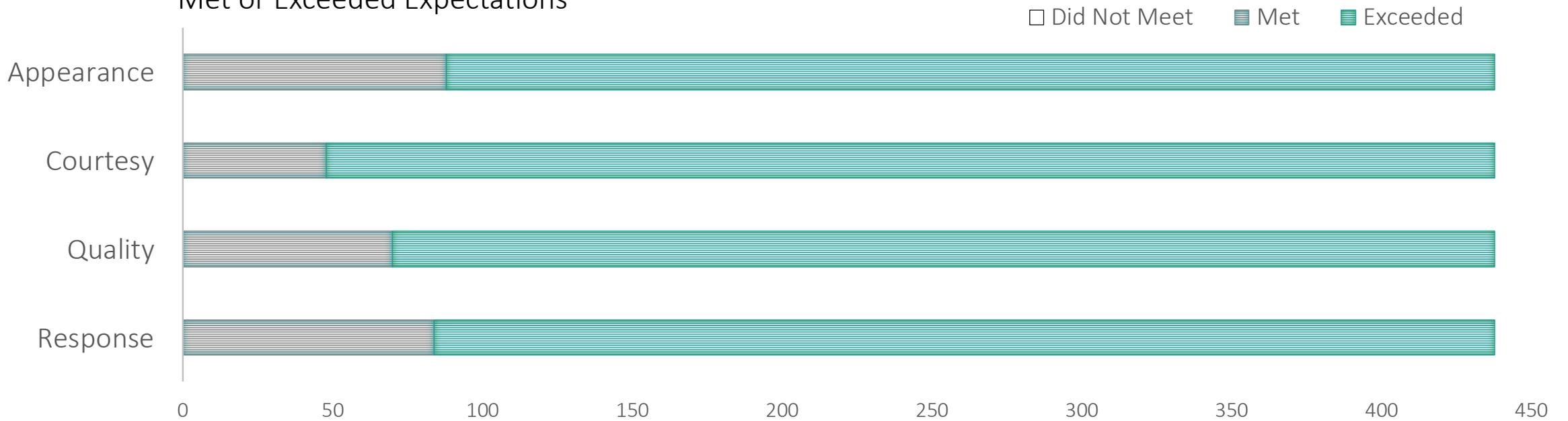
\$15/mile from scene to medical facility  
\$50 medication administration

# CUSTOMER SATISFACTION

# 100%

Met or Exceeded Expectations

Citizen  
Survey  
Responses **438**



# PLANO FIRE-RESCUE

It's all about customer service.



Our family – helping your family.

# QUESTIONS?

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[planofire.org](http://planofire.org)  
[planotx.org](http://planotx.org)



Follow us  
@PlanoFireRescue



Like us on  
Facebook:  
Plano Fire-Rescue

*Professional service with heart – integrity always.*

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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

**CAPTION**

Housing Tax Credit Process Presentation

**FINANCIAL SUMMARY**

**FUND(S):**

**COMMENTS:**

**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

**ATTACHMENTS:**

Description	Upload Date	Type
Presentation	10/7/2019	Informational
Application Draft	10/7/2019	Informational



# Plano

*City of Excellence*

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## Texas Department of Housing and Community Affairs Housing Tax Credit Program

Lori Feild Schwarz, Director of Neighborhood Services



# Program Purpose

- Incentivize and leverage private-sector investment capital for the creation of rental units for households earning 60% or less of Area Median Income (AMI)
- Supplement federal appropriations devoted to housing assistance administered by the U.S. Department of Housing and Urban Development
- Ensure each state has affordable rental housing supply that is well maintained and operated



# Housing Tax Credit Background

## Funding Source and Allocation

- Funded by the U.S. Department of Treasury and overseen by the Internal Revenue Service (Tax Reform Act of 1986)
- Credit administered on regional basis by each state

## Texas Specifics:

- Texas Department of Housing and Community Affairs (TDHCA) administers across 13 Regions



# History of the TDHCA HTC Process

- Commitment of development funding by a political subdivision.
- 2001 – State Legislature support added to the Community Support and Engagement section of the scoring process.
- 2011 – TDHCA required a resolution from the governing body if the HTC applicant was requesting TDHCA HOME funds to assist in the development.



# History of the TDHCA HTC Process

- 2014 – TDHCA added “ Local Government Support” via a resolution to the Community Support and Engagement section of the scoring process.
- August 2014 – City Council held a public hearing and passed a Resolution of Support for a 4% elderly HTC development.
- November 2015 – City of Plano Official Housing Tax Credit Process.
- Changes are brought back based on process improvements and/or changes by TDHCA.



# TDHCA Process Highlights

- 4% Applications accepted year-round
- 9% Applications are competitive and accepted once a year
- A Public Hearing is required for all housing tax credit (HTC) applications
- Local Government support is necessary for application points (17 points)
- No restriction on number of applications supported by Municipality, except only one can be chosen for the Concerted Revitalization points (2 points)



# 2020 TDHCA Process Highlights

## 9% HTC Municipality Points

- 17pts. – Resolution of Support
- 1 pt. – Commitment of Development Funding (\$500)
- 7pts. – Concerted Revitalization Plan



## 2020 TDHCA Process:

### 9% HTC Community Support Points

Applications may receive up to eight (8) points with the express support from the State Representative.

8 pts --- for Express Support

0 pts --- for Neutrality Statements

-8 pts --- for Express Opposition



# 2020 TDHCA Process:

## 9% HTC Community Support Points

### TDHCA Proposed Change:

Application without a State Representative written input --- eight (8) possible points from this criteria ***will be transferred to municipality points based on resolution provided.***

8 pts --- Resolution of Support

0 pts --- Resolution of No Objection

-8 pts --- Resolution of Objection



# 2020 City of Plano HTC Process Amendment Highlights

- No change made to Threshold Questions.
- Substantial changes made to the Consideration to Receive Concerted Revitalization Points (CRP) criteria.
- Added point system to each CRP question with maximum of 100 points.
- Several questions required more information to allow the review committee and the City Council to make a more informed decision.



# 2020 City of Plano HTC Process Amendment Highlights

## Application Edits – Continued

- Added tiebreakers:
  - a) First tie breaker – Priority will be given to the development receiving the highest points under CRP Question # 7 (*HTC Experience*)
  - b) Second tie breaker – Priority will be given to the development receiving highest points under CRP Question # 5 (*Meeting the City's CRP goals*)
  - c) Third tie breaker – Priority will be given to the development without age restriction.



# Consideration to Receive Concerted Revitalization Points (CRP):

## CRP Edits

- Removed the CRP criteria:
  - a) “The project is located within, Tax Increment Financing (TIF) and/or Neighborhood Empowerment Zone (NEZ) area(s).”
  - b) “The project is located within the Opportunity Zone.”



# Consideration to Receive Concerted Revitalization Points (CRP):

## CRP Edits - Continued

- Combined CRP criteria:

2019 -- “The applicant has been certified as a the Community Housing Development Organization (CHDO) within the last 12 months” and “The applicant is a nonprofit organization”, to:

2020 -- “The applicant or property owner is a nonprofit organization and/or has been certified as a Community Housing Development Organization (CHDO) within the last 12 months.” (5 points)



# Consideration to Receive Concerted Revitalization Points (CRP):

## CRP Edits - Continued

- Specified Low-Income Families as “Low-income families without age restriction” and/or the proposed development has “a minimum of 40% of total project units be rented for occupancy by more than one individual as demonstrated by the number of two (2) bedroom units or more”.  
(20 points)



# Consideration to Receive Concerted Revitalization Points (CRP):

## CRP Edits – Continued

- Revised the CRP criteria:
  - 2019 --“The applicant has current funding contracts or has completed Housing Tax Credit project(s) within the past 5 years”, **to:**
  - 2020 --“The applicant has built and leased Housing Tax Credit Project(s) within the past 5 years.” (25 points)
- Added to the CRP # 7, “Project(s) listed without the information pages will not be considered for point(s). Maximum two (2) pages of the informational pages per each project are allowed. A project submitted with more than two (2) informational pages will be deemed ineligible”. Applicant may list up to 5 completed HTC projects.



# 2020 City of Plano HTC Process Amendment Highlights

## CRP Edits- Continued

- Added Bonus Points to two CRP criteria:
  - CRP criteria # 3- Market rate units, “the application with the highest percentage of market rate units among each application will be awarded five (5) extra points”.
  - CRP criteria # 7-Completed HTC projects, “the developer/applicant with an award winning housing development project(s) from an accredited organization such as the Urban Land Institute (ULI), The American Institute of Architects (AIA), may receive additional two (2) bonus points per project awarded.”



# 2020 City of Plano HTC Process Amendment Highlights

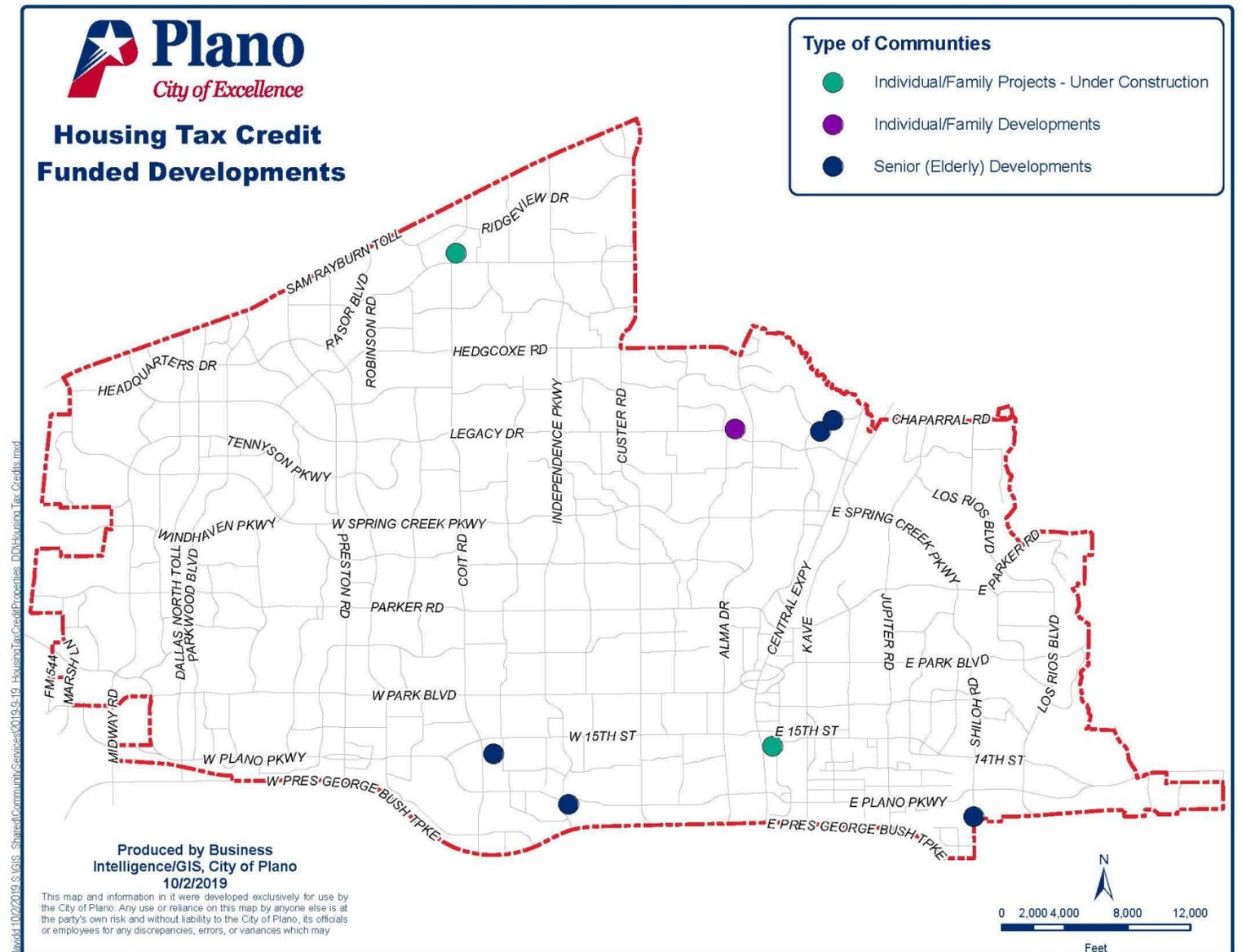
- Assigned points to each CRP criteria

CRP Criteria	Maximum Points
1. The applicant or property owner is a nonprofit organization and/or has been certified as a CHDO within the last 12 months.	5 Points
2. The applicant has an equity partner.	5 Points
3. At least 20% of the units in the development are market rate units. (includes 5 bonus points)	15 Points
4. The target population for the development are low income families.	20 Points
5. The applicant/developer advances the goals of the City's Concerted Revitalization Plan.	20 Points
6. The applicant/developer has experience(s) incorporating innovative solutions for housing development(s) within the past 5 years.	10 Points
7. The applicant has built and leased HTC project(s) within the past 5 years (includes 10 bonus points).	25 Points
Total	100 Points



# Existing HTC Units

- **914 Elderly Units**
- **240 General Units**
- **131 General Units (Under Construction)**
- **1,285 Total HTC Funded Units**



# Questions?





## City of Plano

### Housing Tax Credit Resolution of Support Application

#### **Four Percent (4%) Housing Tax Credit Resolution Application**

Four Percent (4%) housing tax credit applications are accepted year round. Use one application per resolution request. The applications will be subject to the same evaluation for the threshold criteria as the Nine Percent (9%) applications, with the exception that the four percent (4%) applications are not eligible for the consideration to receive Concerted Revitalization Points.

#### **Nine Percent (9%) Housing Tax Credit Resolution Application**

Nine Percent (9%) housing tax credit applications must be submitted by 3:00 PM on Friday, December 13, 2019. Use one application per resolution request. Any documents submitted after the deadline will not be considered as part of your application and will not be reviewed.

#### **Required Documents**

To be considered for the resolution, you must submit the required documents listed below with your application. Incomplete applications and/or applications missing substantial information will be deemed ineligible. Do not provide any non-required documents such as cover letter, pictures and informational insert(s).

Please submit **ONLY** the required items below.

- Location map showing the site of the proposed development;
- IRS 501(c)3 Letter of Determination (if applicable);
- A Confirmed Equity Commitment Letter. The Confirmed Equity Commitment Letter must be dated within 90 days of the submission deadline. The commitment letter should indicate the amount of the contribution(s)/loan(s), terms, interest rate, and all conditions of funding to the development;
- CHDO Certification Letter (if applicable);
- **For 9% HTC Application only:**
  - i. Up to 2 informational pages (photos and text allowed) for **EACH** HTC development property listed under Question # 7 (Pages 22-23); and
  - ii. Optional: One (1) additional illustration page **per** innovation listed under Question # 6 (Pages 19 -21). The illustration pages may include web links and/or pictures.

**Completing the Application**

Applicant(s) should complete the application form and respond to the application questions in the boxes/spaces provided for each question. Responses should be concise and address only the items requested. Do not respond to questions by referring to supplemental information.

For 9% HTC application, questions 6 and 7 of the CRP Evaluation Criteria are the only places within the application that allow for the submission of additional pages. No additional pages may be submitted to answer application questions.

**Application Submission**

Applications and required documents must be submitted by email to [nopawna@plano.gov](mailto:nopawna@plano.gov). Documents must be readable using Adobe PDF Reader software. Scanned documents must be legible and printable on standard 8.5" by 11" paper.

Successful application submissions will receive a confirmation email by staff within one (1) business day. Applications submitted without submission receipt email confirming successful receipt of your application(s) will not be considered. Applications delivered by individuals to the City or by mail will not be accepted.

For questions, contact Nopawn Austin ([nopawna@plano.gov](mailto:nopawna@plano.gov)) in the Neighborhood Services Department at 972-208-8150.

<b>City of Plano Timeline</b>	
<b>Deadline</b>	<b>Action</b>
October 14, 2019	Brief City Council on the updated process
December 13, 2019	9% HTC Resolution Application due
January 27, 2020	City Council Review of HTC Resolutions
<b>TDHCA Timeline</b>	
<b>Deadline</b>	<b>Required Documentation</b>
January 3, 2020	Application acceptance period begins
March 2, 2020	Local resolutions and state representative letters due
June 1, 2020	Application scores released
July 2020	Final awards

The following pages 3 to 4 list the Threshold Evaluation Criteria for evaluating the 4% and 9% applications. The City's Concerted Revitalization Points (CRP) Evaluation Criteria are on pages 5 to 6.



## City of Plano HTC Resolution Application Threshold Questions

### Threshold Evaluation Criteria

Staff will use the below threshold questions and information submitted by the developer with the application to determine whether a Resolution of Support or a Resolution of No Objection will be recommended to City Council.

#### Resolutions of Support

Applications must meet threshold question # 1 and at least 3 of the remaining threshold questions below to receive a staff recommendation for a Resolution of Support.

#### Resolutions of No Objection

Applications must meet threshold question # 1 and at least 2 of the remaining threshold questions below to receive a staff recommendation for a Resolution of No Objection.

Threshold Questions – as defined further within the application.

- 1) Do the units address a housing need or problem identified in the Needs Assessment or Market Analysis sections of the City of Plano's current Consolidated Plan for HUD programs?
- 2) Is the proposed development located within a half-mile (0.50) walking distance of DART transportation (current or developing public transportation route); **or** is the proposed development located in a high opportunity area?  
**High opportunity area** is defined as an area with area median income (AMI) greater than 80%; or an area with poverty rate of 10% or less.
- 3) Does the proposed development have at least 20% market rate units?
- 4) Does this development redevelop a multifamily complex or under-performing commercial development?
- 5) Does the development include at least 4 of the below energy efficient or sustainable/ green build components?
  - a) The use of better than R-3 insulation on exposed hot water pipes;
  - b) Energy Star certified windows with Low E glass;
  - c) Energy Star certified HVAC;
  - d) Energy Star certified water heaters;
  - e) Low or no VOC paint;
  - f) One of the following types of insulation used:
    - i. Radiant barrier per ASTM standards in attic and/or roof sheathing; and/or exterior wall sheathing (may not be combined with spray foam insulation); or
    - ii. Spray foam insulation exceeding code requirements.



## City of Plano HTC Resolution Application Threshold Questions

### All applicants receiving a Resolution of Support will be provided:

- **Commitment of Development Funding:** A minimum of a \$500 commitment of development funding in the form of a fee waiver; and
- **Consideration to Receive Concerted Revitalization Points (CRP):** An application receiving a Resolution of Support **and** located within the City's Concerted Revitalization Plan area may be considered for the additional two (2) CRP points. The CRP Evaluation criteria can be found on pages 5 and 6.



## The City's Concerted Revitalization Points (CRP) Evaluation Criteria

Using the criteria below, the proposed development earning the highest points may be recommended as contributing to the concerted revitalization efforts of the City more than any other proposed nine percent (9%) housing tax credit applications.

<p style="text-align: center;"><b>CRP Evaluation Criteria</b> As defined further within the application</p>	<p style="text-align: center;"><b>Maximum Points to be awarded</b></p>
<p><b>1. The applicant or property owner is a nonprofit organization and/or has been certified as a Community Housing Development Organization (CHDO) within the last 12 months.</b> Five (5) points may be awarded.</p>	<p style="text-align: center;">5 Points</p>
<p><b>2. The applicant has an equity partner.</b> Up to five (5) points may be awarded to application(s) submitting at least <b>one</b> commitment letter containing following:</p> <ul style="list-style-type: none"> <li>• The principal amount of the loan(s)/funds. (1 point)</li> <li>• The interest rate or calculation of the loan(s)/funds. (1 point)</li> <li>• The term of the loan(s)/funds. (1 point)</li> <li>• The repayment provisions on the loan(s)/funds. (1 point)</li> <li>• The date of the letter is within 90 days of the submission deadline. (1 point)</li> </ul> <p>Commitment letters that are expired or dated more than 90 days, letters of interest/ intent, and term sheets do not qualify as commitment.</p>	<p style="text-align: center;">5 Points</p>
<p><b>3. At least 20% of the units in the development are market rate units.</b> Ten (10) Points will be awarded to application(s) with at least 20% market rate units.</p> <p><b>Bonus Points:</b> The application with the highest percentage of market rate units among each application will be awarded five (5) extra points.</p>	<p style="text-align: center;">15 Points</p>
<p><b>4. The target populations for the development are low income families.</b> Up to twenty (20) points may be awarded to the application(s) meeting criteria below:</p> <p><b>Ten (10) Points</b> for the development without age restriction.</p> <p><b>Ten (10) Points</b> for the development in which a minimum of 40% of the units are two (2) bedroom or more.</p>	<p style="text-align: center;">20 Points</p>

<p style="text-align: center;"><b>CRP Evaluation Criteria</b> <b>As defined further within the application</b></p>	<p style="text-align: center;"><b>Maximum Points to be awarded</b></p>
<p><b>5. The development advances the goals of the City's Concerted Revitalization Plan (CRP);</b> preserving neighborhoods, creating pedestrian-friendly streets, establish more variety of uses, and cultivating the Arts Districts. Up to five (5) points may be awarded for each of the four (4) CRP goals advanced by the development, as follows:</p> <p><b>Two (2) Points</b> -- if the submission is merely responsive.</p> <p><b>Three (3) Points</b> -- if the response adequately addresses the goal.</p> <p><b>Five (5) Points</b> -- if the response fully addresses all relevant aspects of the goal.</p>	<p style="text-align: center;">20 Points</p>
<p><b>6. The applicant/developer has previous experience(s) incorporating innovative solutions for housing development(s) within the past 5 years.</b></p> <p>Innovative solutions may include, but are not limited to, architectural designs, site planning, building techniques, features, or amenities beyond TDHCA's minimum requirements.</p> <p>To receive point(s), each listed item must be permanent, unique, substantial and <b><u>add value to the proposed development.</u></b> Up to ten (10) points may be awarded.</p> <p><b>One (1) Point</b> for <b><u>each</u></b> item used in projects built by the development partner(s).</p> <p><b>Two (2) Points</b> for <b><u>each</u></b> item used in projects built by the developer/applicant.</p>	<p style="text-align: center;">10 Points</p>
<p><b>7. The applicant has built and leased Housing Tax Credit project(s) within the past 5 years.</b> Up to twenty (25) points may be awarded to the applicant(s) meeting criteria below:</p> <p><b>One (1) Point</b> for each completed project built or leased by the development partner(s).</p> <p><b>Three (3) Points</b> for each completed project built or leased by the developer/applicant.</p> <p>Project(s) listed on the application <b><u>without</u></b> submitting the informational pages will not be considered for point(s).</p> <p>Informational pages may include photos and text. Maximum two (2) pages for each project allowed.</p> <p><b><u>Bonus Points:</u></b> the developer/applicant with the award winning housing development project(s) from an accredited organization such as the Urban Land Institute (ULI), The American Institute of Architects (AIA), may receive additional two (2) bonus points per project awarded.</p>	<p style="text-align: center;">25 Points</p>

**Tiebreakers:**

If, after evaluating developments based on the CRP Evaluation Criteria above, multiple developments have identical scores, the review committee will use the following to recommend one application:

1. **First tie breaker:** Tax Credit Housing Experience -- Priority will be given to the development receiving the highest points under CRP Question # 7; if a tie still remains;
2. **Second tie breaker:** CRP Goal -- Priority will be given to the development receiving the highest points under CRP Question # 5; if a tie still remains;
3. **Third tie breaker:** Priority will be given to the development without age restriction.

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**City of Plano**  
**Housing Tax Credit Resolution of Support Application**

**Select type of Housing Tax Credit Resolution you are requesting:**

4% Housing Tax Credit    OR    9% Housing Tax Credit

***Developer / Applicant Information***

**Applicant Name:**

**Address:**

**City/State/Zip code:**

**DUNS Number:**

**Main Contact Person:**

**Title:**

**Phone Number:**

**Email:**

**Do you have site control or owner's consent to apply for HTC funding on this site?**

**Yes   OR   No**

***Development Partner(s)***

List all partners involved in the proposed development including names and roles of each entity (if applicable):

<b>Organization Name</b>	<b>Role in this Project</b>	<b>Main Contact Person</b>

***Property Owner Information***

**Owner Name(s):**

**Address:**

**City/State/Zip:**

**Phone Number:**

**Email:**

***Developer Capacity:***

List existing development projects that are currently being developed and/or proposed:

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

***Developer Capacity--Continued:***

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

<b>Project Name:</b>	
<b>City (Location):</b>	<b>Number of Units:</b>
<b>Estimated Project Budget:</b>	<b>Type of Funding:</b>
<b>Start Date:</b>	<b>Proposed Completion Date:</b>
<b>Name of the Leading Partner(s) of this project:</b>	
<b>Project Narrative:</b>	

***Development Information***

**Development Name as it will appear on the TDHCA application:**

**Ownership Entity as it will appear on the TDHCA application:**

**Development Address:**

**Legal Description:**

**Development Type:**

**New Construction**

**Reconstruction**

**Adaptive Reuse**

**Rehabilitation**

**Site Acreage:**

**Number of Buildings:**

**Number of Stories:**

<b>Unit Type</b>	<b>Market Rate Units</b>	<b>Affordable Units</b>	<b>Total Number of Units</b>
<b>Number of Units Proposed</b>			
<b>Percentage of Total Units</b>			

**How many units are available to each income bracket listed below (i.e., rent level of tenants)?**

**0-30% AMI**

**31-50% AMI**

**51-60% AMI**

**61-80% AMI**

**Market Rate**

**Total Units**

**Unit mix/types available:**

**Efficiency**

**1 Bedroom**

**2 Bedrooms**

**3 Bedrooms**

**4 Bedrooms**

**Total Units**

**How many accessible units are included?**

**Will the development be tax exempt upon completion?**

**Yes OR**

**No**

**If yes, explain:**

**Preliminary Development Budget**

Land/Acquisition	
Site Preparation Cost/ Off Site Costs	
Direct Construction and Site Work	
Indirect Construction Cost and Soft Costs	
Site Amenities	
Developer Fee	
Other Costs	
<b>Total</b>	
<b>Comments:</b>	

**Project Narrative**

## ***Addressing Threshold Questions***

*Only respond to the application questions in the boxes/spaces provided for each question. Responses should be concise and address only the items requested. Do not respond to questions by referring to supplemental information.*

- 1) Explain how the development addresses a housing need or problem identified in the Needs Assessment or Market Analysis sections of the City of Plano's current Consolidated Plan.

**Substandard Housing**

**Age of the Housing Stock**

**Overcrowded Housing**

**Housing Cost Burden**

**Zero/Negative Income**

**Housing Assistance for Disabled or Victims of Violence**

You must provide explanations supporting each item checked above:

2) Is the project located within a half mile (0.5) walking distance of DART transportation (current or developing public transportation route) and/or is the project located in a high opportunity area?

Yes OR No  
If yes, specify Within 0.5 mile High Opportunity

3) Does the development have at least 20% of market rate units?

Yes OR No

4) Is the proposed project a redevelopment of under-performing commercial development or multifamily complex? Under-performing commercial development includes underused commercial structures (office building, shopping mall/center, and retail), aging commercial centers, and commercial structures that are incompatible with surrounding uses.

Yes OR No

4-A) What is the current use of the proposed site?

5) Will the development include any of the below energy efficient components or sustainable/green build components? (Minimum of four components is necessary to meet this threshold requirement.)

The use of better than R-3 insulation on exposed hot water pipes

Energy Star certified windows with Low E Glass

Energy Star certified HVAC

Energy Star certified water heaters

Low or no VOC Paint

**Choose one of the following types of insulation used:**

Radiant barrier per ASTM standards in attic and/or roof sheathing; and/or exterior wall sheathing (may not be combined with spray foam insulation), or

Spray foam insulation exceeding code requirements

**Consideration to be deemed the application that best fits the City's Concerted Revitalization Plan is not applicable to the 4% Housing Tax Credit Resolution Application. Please skip to Page 23.**



**5. How does the development advance the goals of the City's Concerted Revitalization Plan?  
Describe why it fully meets or exceeds the goals.**

**Preserving Neighborhoods** through rehabilitation (restoration) and new construction of mixed income housing types.

**Creating Pedestrian-Friendly Streets**, which will assist in improved access to DART stations, hike and bike trails that help to improve the quality of life of residents.

**Establishing More Variety of Uses** that includes mixed housing options, public services and facilities, office, restaurant, retail, personal services, and general apparel and household goods stores.

**Cultivating the Arts District** for aspiring and current artists to display their art and for City of Plano public-art venues to be accessible to residents.

6. List any innovative solutions used in your previous housing developments for the past 5 years, including but not limited to architectural design, site planning, building techniques, or amenities beyond TDHCA's minimum requirements. Please explain how these innovations will be implemented or incorporated into this proposed development.

Optional: To visually communicate your proposed innovation, you may provide one (1) additional illustration page per innovation that includes web links and/or pictures.

To receive point(s), each item listed must be permanent, unique, substantial and add value to the proposed development.

(6-1) Innovation used:

Used in project(s): (Name and Location)

Name of Responsible Entity:

How will you incorporate this item into the proposed development?

Explain how it adds value to the project:

**(6-2) Innovation used:**

**Used in project(s): (Name and Location)**

**Name of Responsible Entity:**

**How will you incorporate this item into the proposed development?**

**Explain how it adds value to the project:**

**(6-3) Innovation used:**

**Used in project(s): (Name and Location)**

**Name of Responsible Entity:**

**How will you incorporate this item into the proposed development?**

**Explain how it adds value to the project:**

**(6-4) Innovation used:**

**Used in project(s): (Name and Location)**

**Name of Responsible Entity:**

**How will you incorporate this item into the proposed development?**

**Explain how it adds value to the project:**

**(6-5) Innovation used:**

**Used in project(s): (Name and Location)**

**Name of Responsible Entity:**

**How will you incorporate this item into the proposed development?**

**Explain how it adds value to the project:**

**7. Does the applicant have completed Housing Tax Credit Project(s), within the past 5 years.**

**Yes OR No**

Project(s) listed without the informational pages will not be considered for point(s).

Maximum two (2) pages of the informational pages per each project are allowed. A project submitted with more than two (2) informational pages will be deemed ineligible.

To be eligible for bonus points, you must indicate, in the Comments section, the award name and name of the organization offering the award.

**(7-1)**

<b>Project Name:</b>				<b>City:</b>	
<b>Name of the Main Responsible Entity:</b>					
<b>Number of Unit</b>	<b>Type of Funding</b>	<b>Estimated Project Budget</b>	<b>Was the project completed as proposed?</b>	<b>Year Completed</b>	
<b>Comments:</b>					

**(7-2)**

<b>Project Name:</b>				<b>City:</b>	
<b>Name of the Main Responsible Entity:</b>					
<b>Number of Unit</b>	<b>Type of Funding</b>	<b>Estimated Project Budget</b>	<b>Was the project completed as proposed?</b>	<b>Year Completed</b>	
<b>Comments:</b>					

**(7-3)**

<b>Project Name:</b>				<b>City:</b>	
<b>Name of the Main Responsible Entity:</b>					
<b>Number of Unit</b>	<b>Type of Funding</b>	<b>Estimated Project Budget</b>	<b>Was the project completed as proposed?</b>	<b>Year Completed</b>	
<b>Comments:</b>					

(7-4)

<b>Project Name:</b>		<b>City:</b>		
<b>Name of the Main Responsible Entity:</b>				
<b>Number of Unit</b>	<b>Type of Funding</b>	<b>Estimated Project Budget</b>	<b>Was the project completed as proposed?</b>	<b>Year Completed</b>
<b>Comments:</b>				

(7-5)

<b>Project Name:</b>		<b>City:</b>		
<b>Name of the Main Responsible Entity:</b>				
<b>Number of Unit</b>	<b>Type of Funding</b>	<b>Estimated Project Budget</b>	<b>Was the project completed as proposed?</b>	<b>Year Completed</b>
<b>Comments:</b>				

## **Application Submittal Signature**

By signing this form, the Applicant authorizes the City of Plano to begin proceeding in accordance with the process for this request. The applicant further acknowledges that submission of an application does not in any way obligate the City of Plano to approve the application and that although City staff may make certain recommendations regarding this application, the decision making authority may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation. Any information found to be misleading and/or inaccurate will result in automatic disqualification under this program.

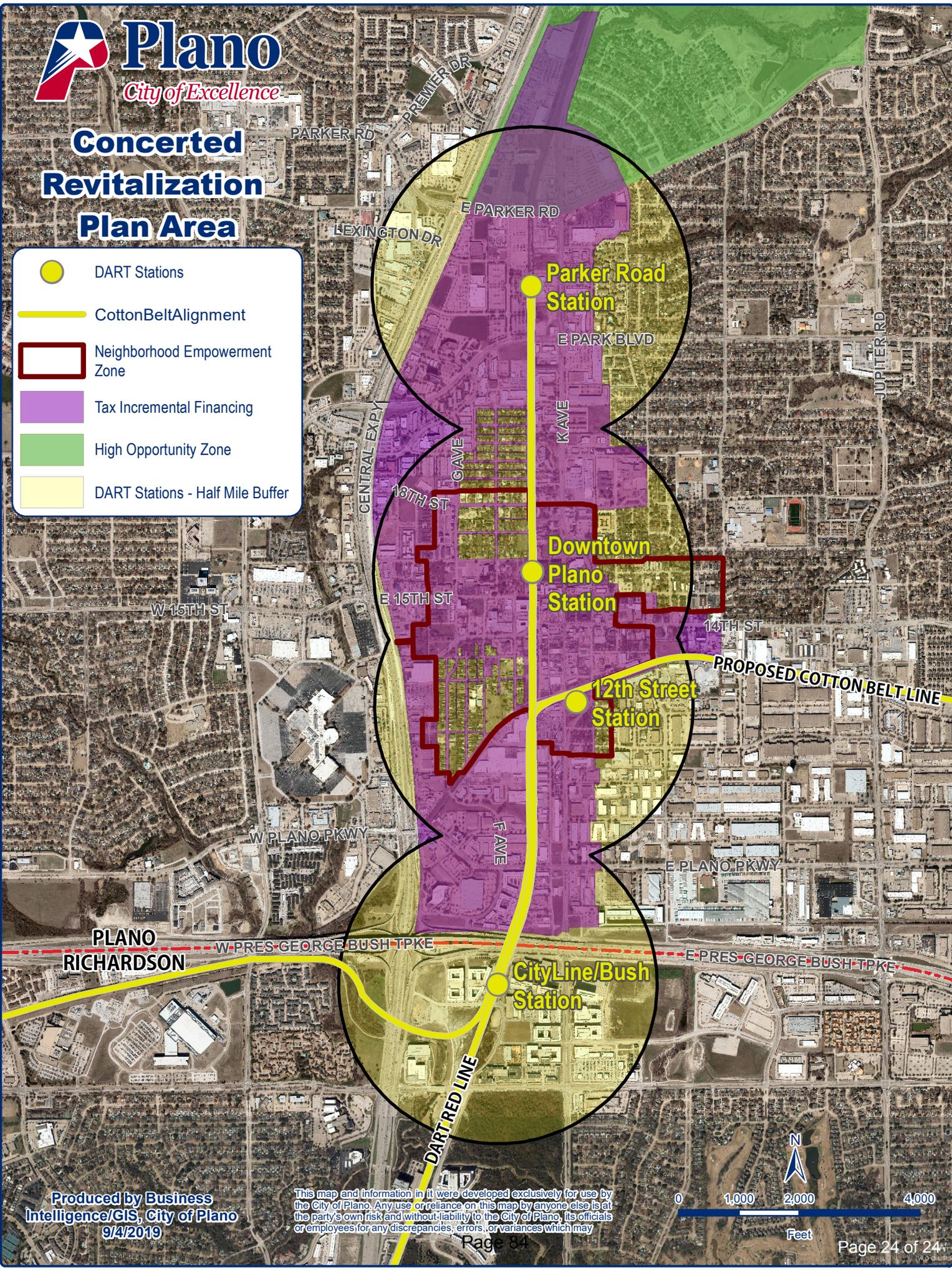
This application cannot be supplemented or amended after submission.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name:

# Concerted Revitalization Plan Area

-  DART Stations
-  CottonBeltAlignment
-  Neighborhood Empowerment Zone
-  Tax Incremental Financing
-  High Opportunity Zone
-  DART Stations - Half Mile Buffer



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**CITY OF PLANO  
COUNCIL AGENDA ITEM**

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator: Lisa Henderson

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**CAPTION**

Consent and Regular Agendas

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**FINANCIAL SUMMARY**

**FUND(S):**

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**COMMENTS:**

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**SUMMARY OF ITEM**

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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## CITY OF PLANO COUNCIL AGENDA ITEM

Council Meeting Date: 10/14/2019

Department: City Secretary

Department Head:

Agenda Coordinator:

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### CAPTION

Council items for discussion/action on future agendas

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### FINANCIAL SUMMARY

**FUND(S):**

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**COMMENTS:**

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### SUMMARY OF ITEM

**Strategic Plan Goal:**

**Plano Tomorrow Plan Pillar:**

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**ATTACHMENTS:**

Description	Upload Date	Type
Pending Agenda	10/7/2019	Informational

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## 2019 - Discussion/Action Items for Future Council Agendas

***October 18 – Neighborhood Leadership Council–7:30 am***

***October 20-23 – ICMA Conference – Nashville, TN***

**October 28**

- Public Safety Communications Departmental Report

***November 7 – Town Hall – Senator Florence Shapiro Council Chambers – 7:00 pm***

**November 11**

- Comprehensive Monthly Financial Report – September 2019
- Communications and Community Outreach Departmental Report

***November 20-23 – National League of Cities, San Antonio, TX***

**November 25**

- Building Inspections Departmental Report

***November 28 & 29 – Thanksgiving Holidays***

**December 5 – Employee Luncheon 11-1:30 – Plano Event Center**

**December 9**

- Library Departmental Report

**December 17 (Tuesday)**

- DART Report
- Neighborhood Services Departmental Report

***December 24 & 25 – Christmas/Winter Holidays***