September 3, 2009

Members of the Economic Development Committee: Ron Natinsky (Chair), Tennell Atkins (Vice Chair), Jerry R. Allen, Dwaine Caraway, Sheffie Kadane, Ann Margolin, Linda Koop, and Steve Salazar

**Dallas Public Improvement Districts (PID) Overview and Update;**

On Tuesday, September 8, 2009, the Economic Development Committee will be briefed on City of Dallas Public Improvement Districts.

A copy of the briefing is attached. Staff will be available at the meeting to answer questions.

Should you have any questions, please contact me at (214) 670-3314.

A. C. Gonzalez
Assistant City Manager

C: The Honorable Mayor and Members of the City Council
   Mary K. Suhm, City Manager
   Deborah Watkins, City Secretary
   Tom Perkins, City Attorney
   Judge C. Victor Lander, Judiciary
   Ryan S. Evans, First Assistant City Manager
   Forest Turner, Assistant City Manager
   Ramon Miguez, P.E., Assistant City Manager
   Jill A. Jordan, P.E., Assistant City Manager
   Dave Cook, Chief Financial Officer
   Jeanne Chipperfield, Director, Budget & Management Services
   Karl Zavitkovsky, Director, Office of Economic Development
   Hammond Perot, Assistant Director, Office of Economic Development
   Helena Stevens-Thompson, Assistant to the City Manager

Dallas-Together, we do it better
DATE
September 3, 2009

TO
Members of the Economic Development Committee: Ron Natinsky (Chair), Tennell Atkins (Vice Chair), Jerry R. Allen, Dwaine Caraway, Sheffie Kadane, Ann Margolin, Linda Koop, and Steve Salazar

SUBJECT
Dallas Public Improvement Districts (PID) Overview and Update;

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Dallas-Together, we do it better
Dallas Public Improvement Districts (PID) Overview and Update

Economic Development Committee
September 8, 2009

Office of Economic Development
www.dallas-ecodev.org
Dallas PID Overview - Purpose

- Provide the Economic Development Committee with an overview of the City of Dallas PID Policy (see Appendix 1).

- Present an annual update of PID Service Plans in anticipation of public hearings and related Council action to set PID assessment rates for the upcoming year.
Dallas PID Overview – Current Districts

- Dallas now has eight Public Improvement Districts (PIDs)
  - Deep Ellum PID
  - DID – Downtown Dallas Public Improvement District
  - Lake Highlands PID
  - Oak Lawn – Hi Line PID
  - Prestonwood PID
  - Southside PID
  - Uptown PID and
  - Vickery Meadow PID
Dallas PID Overview – Governance

- PIDs are governed by state law and specifically by the City of Dallas PID Policy (last adopted on June 25, 2008).
- Individual PIDs are governed by property owner elected boards and managed by a specifically formed non-profit organization or homeowners’ association.
- State law requires that City Council annually adopt an updated PID Service Plan, hold a public hearing and set the PID assessment rate for each district for the upcoming year.
Dallas PID Overview – Creation/Operating Parameters

- To create a PID, property owners petition the City Council to adopt a special assessment on all property within PID boundaries for the purpose of improving services and infrastructure with the PID boundaries.
- In new and renewing PIDs, the City requires that Owners representing at least 60% of the value and 60% of all record Owners or 60% of land area support the creation of a new or renewing PID.
- In new Single-Family PIDs, the City will require that Owners representing at least 66.7% of the value and 66.7% of all record Owners or 66.7% of land area support the creation of a new PID.
Dallas PID Overview – Creation/Operating Parameters (cont.)

- In Dallas, PIDs are authorized for a period of five (5) to seven (7) years with the option of renewal. The renewal process requires preparing a budget, service plan and assessment plan for the district and having property owners sign a petition supporting renewal of the PID.

- A PID application for creating or renewing a PID shall include a section that clearly identifies the benefit of the PID to the affected property owners and to the city as a whole, an assessment plan, and also evidence of insurance.

- PID applications include a map and a legal or clear description of the property included in the District.
Dallas PID Overview – Creation/Operating Parameters (cont.)

- PIDs are required to be self-sufficient and not adversely impact ordinary service delivery of the City.
- PIDs in Dallas will be allowed to fund any item provided by state law.
- Most of the PIDs are in mixed-use districts but the PID policy allows for the establishment of PIDs in residential districts like Prestonwood.
- The PID Policy does NOT allow the creation of PID Districts in undeveloped subdivisions.
Dallas PID Overview – Creation/Operating Parameters (cont.)

- PID assessments will be based on a set rate based on total property value. The maximum PID assessment in Dallas shall be $0.15 per $100 valuation.
- PID petitions will be due on April 1st annually for approval by October 1st. Signatures for PID petitions must be gathered between October 1 and April 1 prior to the submission of the petition.
Administrative expenses, including costs for day to day City Staff administration, for a PID are limited to **15%** of the total budget in any year.

A PID Service Plan shall contain procedures for the termination of the PID without imposing unintended costs on the City of Dallas. A PID cannot be dissolved without a petition from property owners and must be sufficient as for creation or renewal in accordance with Chapter 372, Section 372.005(b).
Dallas PID Overview – City Owned Property

- Property owned by the City of Dallas is typically not subject to assessment by any PID.
- The only exception to this is the Downtown Improvement District where an assessment is paid based on the market value of city property in the district.

DID Assessment for City Owned Property

<table>
<thead>
<tr>
<th>Year</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>2003</td>
<td>$176,000</td>
</tr>
<tr>
<td>2004</td>
<td>$191,976</td>
</tr>
<tr>
<td>2005</td>
<td>$194,411</td>
</tr>
<tr>
<td>2006</td>
<td>$209,500</td>
</tr>
<tr>
<td>2007</td>
<td>$278,000</td>
</tr>
<tr>
<td>2008</td>
<td>$745,522</td>
</tr>
<tr>
<td>2009</td>
<td>$628,776</td>
</tr>
</tbody>
</table>
Dallas PID Overview – Management and Reporting

- All PID management entities are required to:
  - Submit quarterly reports on activities and expenditures
  - Have an independent annual audit
  - Hold an annual open meeting with at least 2 weeks notice to all property owners for input on the budget and service plan
Dallas PID Overview – Special Purpose PIDs

- Special Purpose PIDs may be requested by the City Manager’s Office to address unique issues.
- These PIDs in Dallas will be allowed to fund any item provided by state law.
- These Districts may be used to address special facility maintenance and beautification issues or as part of a settlement of a legal matter.
- Administrative expenses in these districts shall not exceed 10% of the total budget in any year.
Deep Ellum PID – Annual Plan Summary

- Trash removal
- Installation/Maintenance of Enhanced Lighting & Signage
- Promotional Events (Arts Festival, Pet Parade, DART station)
- Weekend Event Security
- DART Station Opening – improvements for pedestrian linkages

Deep Ellum

<table>
<thead>
<tr>
<th>Expiration</th>
<th>12-31-2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts</td>
<td>430</td>
</tr>
<tr>
<td>Value</td>
<td>$165,822,800</td>
</tr>
<tr>
<td>Assessment</td>
<td>$198,987</td>
</tr>
<tr>
<td>Change in value</td>
<td>6.5%</td>
</tr>
<tr>
<td>2009 Assessment Rate</td>
<td>$0.12</td>
</tr>
<tr>
<td>Proposed 2010 Budget</td>
<td>$175,000</td>
</tr>
</tbody>
</table>

- Park Improvements and Landscaping Services 28%
- Capital Improvements 3%
- Promotion 42%
- Professional Svcs. 3%
- Audit/Insurance 9%
- Administration 15%
- Deep Ellum Foundation (501c3) Barry Annino, President

Management

Reserves & Interest = $8,300
Dallas Downtown Improvement District (DID) - Annual Plan Summary

- Expiration: 12-31-2013
- Accounts: 1925
- Value: $4,314,579,210
  - Assessment: $5,134,349
  - Including City participation = $628,776
- Change in value: -10.6%
- 2009 Assessment Rate: $0.1190

Proposed 2010 Budget:
- Downtown: $5,778,525
  - Public Safety: 37%
  - Capital Improvements: 25%
  - Park Improvements and Landscaping Services: 17%
  - Communication/Events: 13%
  - Administration: 8%
  - Balance forward, Other contributions & Interest = $934,999

Management:
- CBD Enterprises (501c3)
  - John Crawford, President CEO
  - Estimated City participation: $628,776 equates to 8:1 leverage

Budget is $895,185 lower than 2009, mostly in public safety due to use of security cameras, security patrols to remain at same level rather than expanded, and not hiring 2 homeless assistance workers.

- Public Safety top priority (patrols – bikes for DPD). Crime down 10%; 89 security cameras
- Landscape planting, trash & graffiti
- “Did you know” postcard campaign, e-newsletters, website upgrades, support/sponsor downtown events
## Lake Highlands PID - Annual Plan

### Summary

- **Expiration**: 12-31-2014
- **Accounts**: 965
- **Value**: $234,943,480
- **Assessment**: $305,427
- **Change in value**: -7.4%
- **2009 Assessment Rate**: $0.13

### Proposed 2010 Budget

<table>
<thead>
<tr>
<th>Public Safety</th>
<th>66%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improvements</td>
<td>14%</td>
</tr>
<tr>
<td>Promotion</td>
<td>5%</td>
</tr>
<tr>
<td>Audit/Insurance</td>
<td>5%</td>
</tr>
<tr>
<td>Administration</td>
<td>10%</td>
</tr>
</tbody>
</table>

### Management

- **Lake Highlands Improvement District Corporation (501 c3)**
  - Stephanie Colovas, President

- **Enhance Security**
- **Graffiti removal**
- **Landscape Enhancements & Maintenance**

---

**Office of Economic Development**

www.dallas-ecodev.org
Oak Lawn-Hi Line PID - Annual Plan Summary

<table>
<thead>
<tr>
<th></th>
<th>Oak Lawn-Hi Line</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expiration</td>
<td>12-31-2016</td>
</tr>
<tr>
<td>Accounts</td>
<td>47</td>
</tr>
<tr>
<td>Value</td>
<td>$101,963,950</td>
</tr>
<tr>
<td>Assessment</td>
<td>$152,946</td>
</tr>
<tr>
<td>Change in value</td>
<td>1st year</td>
</tr>
<tr>
<td>2009 Assessment Rate</td>
<td>$0.15</td>
</tr>
<tr>
<td>Proposed 2010 Budget</td>
<td>$267,946*</td>
</tr>
</tbody>
</table>

Other contributions = $115,000

*Expenditures projected to exceed net assessment revenue in initial years, deficits to be made up with property owner donations.

Management

- Public Safety 41%
- Improvements 31%
- Promotion 6%
- PID Creation 6%
- Insurance 9%
- Administration 7%

Other Contributions:

- Enhanced public safety/security
- Promotion of District
- Maintain enhanced public improvements
- Litter & Graffiti
- Landscaping

Other contributions = $115,000

*Expenditures projected to exceed net assessment revenue in initial years, deficits to be made up with property owner donations.

Oak Lawn-Hi Line Improvement District Corporation (501 c3)
Tom Peterson, current contact. Board in formation process
Prestonwood PID - Annual Plan Summary

- Primary purpose to enhance security
- 24/7 security patrols
- Support bulk trash pick up

| Prestonwood | 12-31-2011 |
| Accounts | 1031 |
| Value | $366,600,480 |
| Assessment | $289,614 |
| Change in value | 0.2% |
| 2009 Assessment Rate | $0.079 |
| 2010 Proposed Budget | $316,992* |

| Management | Public Safety | Audit/Insurance | Administration |
| | 90% | 7% | 3% |

*Difference between proposed 2010 budget and 2009 assessment covered by cash balance carried forward of $102,942
South Side PID - Annual Plan Summary

- Expiration: 12-31-2012
- Accounts: 134
- Value: $86,746,570
- Assessment: $121,028
- Change in value: -8.6%
- 2009 Assessment Rate:
  - Premium $0.15
  - Standard $0.12

Proposed 2010 Budget:
- Total: $135,000

- Safety & Security: 44%
- Capital Imprvmts: 15%
- Business Promotion: 13%
- Maintenance: 9%
- Audit/Insurance: 8%
- Administration: 11%

Management:
- Southside Quarter Development Corporation (501c3)
- Jeff West, President

- 50% of budget for public courtesy patrol for the 100 acre district.
- New business recruitment
- "Faces of South Side" exhibit
- Bark Park

$31,300 surplus from previous year. Distinctive signage is a $20,000 one time expense to be paid from surplus.
Uptown PID - Annual Plan Summary

- Expiration: 12-31-2012
- Accounts: 2515
- Value: $3,065,219,610
- Assessment: $1,379,349
- Change in value: 2.4%
- 2009 Assessment Rate: $0.045
- Proposed 2010 Budget: $1,352,733

<table>
<thead>
<tr>
<th>Management</th>
<th>Uptown</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance/Park Improvements</td>
<td>17%</td>
</tr>
<tr>
<td>Capital Improvements</td>
<td>29%</td>
</tr>
<tr>
<td>Services (incl. security) &amp; Promotion</td>
<td>35%</td>
</tr>
<tr>
<td>Contingency and Reserve</td>
<td>7%</td>
</tr>
<tr>
<td>Administration</td>
<td>12%</td>
</tr>
</tbody>
</table>

- Building capital projects
- Quality of Life
- Promoting neighborhood businesses
- Additional street lighting, streetscape, green space plan for future parks
- Contingency for potential tax refunds due to protests. Reserve is $800,000 over 4 years to renovate Griggs Park ($1.5 million total cost)
- Off-duty police, graffiti removal, trash can and tree grate maintenance

Uptown, Inc. (501 c3)
Jim Reagan, Executive Director

Office of Economic Development
www.dallas-ecodev.org
Vickery Meadow PID - Annual Plan Summary

- Crime reduced 5th consecutive year (working closely with neighborhood police and Vickery Meadow Patrol. (Per capita crime below the City).

<table>
<thead>
<tr>
<th>Vickery Meadow</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Expiration</td>
<td>12-31-2014</td>
</tr>
<tr>
<td>Accounts</td>
<td>2395</td>
</tr>
<tr>
<td>Value</td>
<td>$807,916,690</td>
</tr>
<tr>
<td>Assessment</td>
<td>$551,649</td>
</tr>
<tr>
<td>Change in value</td>
<td>14.4%</td>
</tr>
<tr>
<td>2009 Assessment Rate</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>2010 Proposed Budget</td>
<td>$820,853</td>
</tr>
<tr>
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</tbody>
</table>

Total revenue $821,400. Outside fundraising/in-kind space = $272,900
Next Steps

On September 9, 2009 – City Council will consider approval of the eight PID Service Plans and to call public hearings for September 23rd on the proposed assessment rates.

On September 23, 2009 – Public hearings will be held to receive comments on the proposed PID assessment rates. At the close of the hearings an ordinance approving each PID assessment rate will be considered.
Appendix 1

Council Adopted PID Policy, June 2008
## Appendix 2 - PID Assessment Rates by PID since 2000

<table>
<thead>
<tr>
<th>PID Name</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deep Ellum</td>
<td>N/A</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
</tr>
<tr>
<td>DID - Premium</td>
<td>$0.0715</td>
<td>$0.0657</td>
<td>$0.0707</td>
<td>$0.0936</td>
<td>$0.0953</td>
<td>$0.1070</td>
<td>$0.1070</td>
<td>$0.1190</td>
<td>$0.1190</td>
<td>$0.1190</td>
</tr>
<tr>
<td>DID - Standard</td>
<td>$0.0430</td>
<td>$0.0420</td>
<td>$0.0468</td>
<td>$0.0619</td>
<td>$0.0635</td>
<td>$0.0700</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Lake Highlands</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0.1300</td>
<td>$0.1300</td>
</tr>
<tr>
<td>Oak Lawn - Hi Line</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0.1500</td>
</tr>
<tr>
<td>Prestonwood</td>
<td>$0.1075</td>
<td>$0.0900</td>
<td>$0.0788</td>
<td>$0.0890</td>
<td>$0.0890</td>
<td>$0.0900</td>
<td>$0.0900</td>
<td>$0.0900</td>
<td>$0.0900</td>
<td>$0.0790</td>
</tr>
<tr>
<td>South Side - Premium</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0.1500</td>
<td>$0.1500</td>
<td>$0.1500</td>
<td>$0.1500</td>
<td>$0.1500</td>
</tr>
<tr>
<td>South Side - Standard</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
<td>$0.1200</td>
</tr>
<tr>
<td>Uptown - Premium</td>
<td>$0.0700</td>
<td>$0.0600</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
<td>$0.0450</td>
</tr>
<tr>
<td>Uptown - Standard</td>
<td>$0.0235</td>
<td>$0.0235</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Vickery Meadow - Premium</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
<td>$0.1000</td>
</tr>
<tr>
<td>Vickery Meadow - Standard</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
<td>$0.0500</td>
</tr>
</tbody>
</table>
WHEREAS, Chapter 372 of the Texas Local Government Code (the "Act") allows for the creation of public improvement districts; and

WHEREAS, on June 16, 2008, the Economic Development Committee was briefed on the proposed amended PID Policy and recommended the item to the City Council for consideration and approval on June 25, 2008.

NOW, THEREFORE,

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

Section 1. That the amended City of Dallas Public Improvement District (PID) Policy, as presented in (Exhibit A), be adopted as a policy guideline for the Area Redevelopment Program and is hereby established and approved.

Section 2. That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

Section 3. That the City of Dallas Public Improvement District (PID) Policy (Exhibit A) 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.

Distribution: Office of Economic Development – Tenna Kirk, 5CS
Office of Economic Development – Sajid Safdar, 2CN
City Attorney's Office - Barbara Martinez

APPROVED BY
CITY COUNCIL
JUN 25 2008

City Secretary
City of Dallas PID Policy

Adopted December 14, 2005
Amended June 25, 2008
Exhibit A

PID Policy - Background

- On December 14, 2005, the City Council, pursuant to Resolution Number 05-3539, adopted the City of Dallas Public Improvement District (PID) Policy for the creation, renewal, administration and management of Public Improvement Districts within the City of Dallas.

- On June 16, 2008, the Economic Development Committee reviewed staff recommendations for amendments to the City of Dallas PID Policy and recommended the amended policy for City Council approval.

- On June 25, 2008, the City Council considered amendments to the PID Policy.

Office of Economic Development
www.dallas-ecodev.org
Exhibit A

PID Policy – Overall Recommendations

- The City of Dallas should continue to support and upgrade the use of Public Improvement Districts for Commercial and Mixed Use Areas.
- The Prestonwood PID shall continue to be renewed, supported and administered until such time the City Council deems it appropriate not to pursue renewal in accordance with Chapter 372 of the Texas Local Government Code.
- The City of Dallas Office of Economic Development will allow the use of Public Improvement Districts for single-family districts (defined as areas with a minimum of 30% of land area dedicated to detached, single-family housing) in established areas (defined as at least 80% of all single-family lots being developed) for the purpose of funding screening wall improvements, park improvements and maintenance, landscaping, other public improvement and additional security if less than 50% of the total PID budget.
- The amended PID Policy will NOT allow support the creation of PID Districts in undeveloped subdivisions.

NOTE: Statements in italics are recommended changes from the adopted policy.
Exhibit A

PID Policy

- Office of Economic Development will support new Public Improvement Districts (PIDs) for Commercial and Mixed-Use Districts. Commercial and Mixed-Use Districts shall be defined as areas containing no more than 30% of total property area dedicated to detached, single-family housing.

- The City of Dallas Office of Economic Development will support the use of Public Improvement Districts for single-family districts (defined as areas with a minimum of 30% of land area dedicated to single-family housing) in established areas (defined as at least 85% of all single-family lots being developed) for the purpose of funding screening wall improvements, park improvements and maintenance, landscaping, other public improvement and additional security if less than 50% of the total PID budget.

- Existing PIDs for Single-Family Districts will be supported.

- The amended PID Policy will NOT support the creation of PID Districts in undeveloped subdivisions.

NOTE: Statements in italics are recommended changes from the adopted policy.
Exhibit A

PID Policy (continued)

- In new and renewing PIDs, the City will require that Owners representing at least 60% of the value and 60% of all record Owners or 60% of land area support the creation of a new or renewing PID.
  - Petitions will not be required to be notarized.
  - Staff will verify that the person signing the petition is the owner and has the authority to sign.
  - PID petitions shall include this sentence additional note: “The person signing represents that he or she is the property owner or is authorized to execute this petition on behalf of the property owner. With respect to community property, the City will only accept the signature of one a spouse as a representation of both spouses that they support the creation or renewal of the PID absent a separate property agreement.

- In new Single-Family PIDs, the City will require that Owners representing at least 66.7% of the value and 66.7% of all record Owners or 66.7% of land area support the creation of a new PID.

- PID petitions will be due on April 1st annually for approval by October 1st. Signatures for PID petitions must be gathered between October 1 and April 1 prior to the submission of the petition.

- PID assessments will be based on a set rate based on total property value. The maximum PID assessment in Dallas shall be $0.15 per $100 valuation.

- PIDs in Dallas will be allowed to fund any item provided by state law.

NOTE: Statements in italics are recommended changes from the adopted policy.

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Exhibit A

PID Policy (continued)

- PIDS must be self-sufficient and not adversely impact ordinary service delivery of the City.
- Administrative expenses, including costs for day to day City Staff administration, for a PID shall not exceed 15% of the total budget in any year.
- A PID Service Plan shall contain procedures for the termination of the PID without imposing unintended costs on the City of Dallas. A PID cannot be dissolved without a petition from property owners and must be sufficient as for creation or renewal in accordance with Chapter 372, Section 372.005(b).
- Upon approval of a PID, City staff will file the resolution creating the PID including the assessment roll in the Dallas or other County deed records and provide contact information so that a title company may determine how much of an assessment is owed or paid for each property in the PID each year. This will ensure that a title company can pro-rate the assessments for the year between the buyer and seller in the same way the title company is responsible for calculating and collecting the taxes apportioned between the buyer and seller at the date of closing. This practice will not involve separately recording documents for each parcel within a PID.
Property owned by the City of Dallas shall not be subject to assessment by any PID, excluding the Downtown Improvement District.

An application fee of $15,000 will be required for all new or renewing PIDs. This fee may be reimbursed to the PID management entity out of PID assessments when collected. This fee is regulatory in character so it approximates the costs of administering the PID through creation or renewal by City staff. The fee will be used for direct expenditures and to compensate the City of Dallas for creation and renewal staff time expended. If the City of Dallas costs for this process are less than $15,000, the remainder will be reimbursed to the PID applicant. The application fee will not be counted as part of the 15% maximum for administrative expenses in a PID budget.

A PID application for creating or renewing a PID shall include a current list of properties and tax roll (City will assist in this process in coordination with the PID and DCAD).
Exhibit A

PID Policy (continued)

- PID applications shall include a map acceptable to the Office of Economic Development and a legal or clear description of the property included in the District. This practice will not require that the applicant provide property surveys.

- A PID application for creating or renewing a PID shall include a section that clearly identifies the benefit of the PID to the affected property owners and to the city as a whole and also evidence of insurance.

- Any management firm for a PID shall be required to submit quarterly reports of all activities and expenditures; an annual independent audit of all PID expenditures; and shall hold an annual meeting open to all property owners and held in a public meeting space with written notice to all property owners in the PID at least two weeks prior to this meeting to provide and opportunity for property owner questions, comments and input to be considered during the PID Budget and Service Plan approval process.

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Exhibit A

PID Policy (continued)

- Special Purpose PIDs may be requested by the City Manager's Office to address unique issues.
- The maximum PID assessment in these districts may be above $0.15 per $100 valuation.
- These PIDs in Dallas will be allowed to fund any item provided by state law.
- These Districts may be used to address special facility maintenance and beautification issues or as part of a settlement of a legal matter.
- Administrative expenses in these districts shall not exceed 10% of the total budget in any year.