AGENDA
Northwest Highway and Preston Road Area Plan – Task Force Meeting
Dallas City Hall, Room L1EN – D
1500 Marilla Street, Dallas, TX 75201

Monday, March 2, 2015
6:00 p.m. – 7:30 p.m.

1. Introductions / Project Background
   a. City of Dallas and NCTCOG Partnership
   b. Task Force Resumes / Areas of Interest Discussed

2. Process Overview

3. Schedule & Format of Task Force Meetings
   a. Responsibilities of Task Force
   b. Communication

4. Plan Information and Updates
   a. Website / Newsletters
   b. Information Sharing – FTP site

5. Scope of Work Elements

6. Next Steps

7. Questions and Discussion
Area Plan Purpose

To develop a vision and plan for the Preston Center and Northwest Highway Area that establishes policy to guide investment.
Three-Part Approach

Transportation Operational Improvements

Context Sensitive Design

Land Use Intensity and Mix
Pre-Planning Steps

- Initial Town Hall Meeting
- Establish Task Force and Define Scope
- Procure Consultants
- Initiate Area Plan

Introduce Area Plan approach and process (We are here)

Analysis of existing conditions
The Consultant is...

A Team of Experts

A Lead Firm in the primary-role with additional sub-consultants (if necessary) that specialize in consensus building/facilitation, physical planning and urban design, traffic engineering, market/economic analysis, public involvement, etc.

The Consultant will...

Work for the Stakeholders

Guide the Community-Led Visioning Process and Area Plan Development
Consultant Selection Process

Consultant Selection Committee (not the Task Force):

Selects Consultant

Recommends Consultant to NCTCOG’s Executive Board

NCTCOG is the Contracting Agent
Consultant Selection Process

Consultant Selection Committee Members:

City of Dallas Staff – 2

North Central Texas Council of Governments (NCTCOG) Staff – 2
(It will not be Michael Morris)

Texas Department of Transportation (TxDOT) Staff – 1

Federally Approved Procurement Procedures
Consultant Selection Criteria

- Project Understanding
- Scope of Services
- Project Managers/Staff Qualifications
- Knowledge of Dallas-Fort Worth Area
- Firm Qualifications/Consultant References
- Project Schedule
On-Going Project Committees

Technical Committee (TC):
Public-sector staff members that provide feedback to Consultant.

Task Force (TF):
Group of engaged community members that will represent their zone, report to their neighborhood or group, and bring feedback and ideas to the TF and consultant team. TF members cannot be potential consultants.

Daily management of Consultant is overseen by NCTCOG and the City of Dallas.
Project Scope Elements

Task 1: Data Collection and Existing Conditions
Task 2: Visioning Process
Task 3: Land Use Analysis
Task 4: Transportation Analysis
Task 5: Final Area Plan (Main Deliverable with policy recommendations)

1 – Depending on the total revenue available, this task may be adjusted and portions completed by NCTCOG.
Public Involvement and Outreach

Seven/Eight Meetings and Updates
Three Community Meetings/Workshops
Interviews and Roundtable Discussions
Surveys
Project Website
Newsletters
# Task Force (TF) Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>March 2015</td>
<td>TF Launch Meeting</td>
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<tr>
<td>April 2015</td>
<td>TF Background/History Discussion</td>
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<tr>
<td>June 2015</td>
<td>Consultant Kick-Off Meeting with TF</td>
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<tr>
<td>August 2015</td>
<td>Vision Development/Existing Conditions: (First Community Meeting)</td>
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<tr>
<td>January 2016</td>
<td>Land Use and Transportation</td>
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<tr>
<td>March 2016</td>
<td>Recommendations and Implementation Strategy</td>
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<tr>
<td>May 2016</td>
<td>Final Report and Next Steps</td>
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*Larger Community Meetings/Workshops During These Months*
Contact Information

Councilmember Jennifer S. Gates’ Office

district13@dallascityhall.com
214-670-3816
The following task elements are included within the Scope of Work for the Northwest Highway and Preston Road Area Plan:

- **Task 1: Data Collection and Existing Conditions**
  - The Consultant will review current available data such as, but not limited to:
    - Existing Previous Studies and Plans
    - Demographic and Traffic Projection Forecasts
    - Zoning and Land Use (including parking)
    - Traffic Volumes and Levels of Service

- **Task 2: Visioning Process**
  - The Consultant will guide and work with the Task Force and Community to develop a community-led vision for the study area.

- **Task 3: Land Use Analysis**
  - The Consultant will examine existing land use intensity and mix, future market demand, and provide scenarios of future land use strategies.

- **Task 4: Transportation Analysis**
  - The Consultant will analyze context sensitive, transportation operational improvements through the integration of land use options.
  - Specific transportation elements such as parking, safety, intersection improvements, signals, multi-modal (pedestrian, bicycle, and transit) improvements, and access management will be investigated.

- **Task 5: Final Area Plan (Main Deliverable)**
  - The Consultant will produce a final report summarizing the task elements, which will include policy recommendations, implementation strategies, and next steps for the City of Dallas and the community.

- **Public Involvement and Outreach (throughout the planning process)**
  - The public involvement process for this study will consist of the following efforts:
    - Frequent Task Force Meetings and Updates
    - Three Community Meetings
    - Interviews and Roundtable Discussions
    - Surveys
    - Project Website
    - Newsletters

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William Willingham –

Bill was born and raised in Dallas, Texas. Graduating in 1967, Bill obtained his degrees in Management and Real Estate from North Texas and Southern Methodist Universities.

After graduation from college, Bill joined the Army Reserve where he served until he received his honorable discharge in 1972.

Bill began his real estate career with the Southland Corporation (7-Eleven Food Stores) in 1968. While with Southland, his responsibilities were site selection, lease, sales, acquisitions, and construction of the 7-Eleven stores in an area including the Central United States and Canada.

In 1972, Bill resigned from the Southland Corporation to take a position with Pearcy/Christon, Inc., a Dallas-based, full-service real estate brokerage/development company. During his nine years with Pearcy/Christon, Inc., his responsibilities included supervision of property management, Brokerage Department Sales Manager, Asset Manager and he served as an officer of the company for the last six years. Bill was directly involved in the development and redevelopment of over 2,000,000 square feet of retail space and negotiations with such tenants as Safeway, Kroger, Handy Dan Home Improvement Centers, Skaggs Alpha Beta, Eckerd Drugs, Homers, Skillern’s, Hancock Fabrics, Woolco, plus numerous local credit tenants. He was also involved in negotiations with several institutions in the acquisitions, sales and financing of various developments in the Dallas area. He has also been involved with mixed use projects with residential components.

In 1982 Bill started his own real estate investment business and has since pursued the acquisition and ownership of commercial real estate both individually and in partnerships. Currently, as of January 1998, Bill owns and operates 50+ properties in Dallas, Fort Worth, and Denton, Texas.

Bill is a Certified Property Manager, obtaining his CPM in 1976. He is a member of the Greater Dallas Board of Realtors and the Institute of Real Estate Management. He served for seven years on the Board of Trustees for the Greenhill School and as Finance Chairman for Greenhill.

Leland Burk-

Since its founding in January 1986, Mr. Burk has served as chairman and president of Burk Interests, Inc, a diverse real estate development and oil and gas investment company based in Dallas, TX.

Mr. Burk was a founding director and principal shareholder of First Independent National Bank, a national banking association. As a key organizer and founding director of the bank, he served on the Executive Committee, the Loan Committee, the Finance Committee, and chaired the Business Development Committee.

Active in the Dallas community, Mr. Burk has current and past affiliations with the following organizations:

- University of Texas Southwestern Medical Foundation (SMWF Properties, Inc., Board of Directors)
- Board of Directors- Trinity Commons Foundation, Dallas
- Member, The Dallas Assembly
- Member, Oak Lawn Committee (Zoning Review Committee)
- Commissioner, Cultural Affairs Commission of the City of Dallas
- Children’s Cancer Fund of Dallas, Inc., former member of Board of Directors
- Former member of the Greater Dallas Crime Commission and the 100 Club of Dallas

A native of Dallas, Texas, Mr. Burk attended Greenhill School and is a graduate of Southern Methodist University. He is the father of three children.

(214) 747-6800 – c (214) 212-2353 – lelandburk@aol.com
Bill Archer - Bill has over 40 years of experience in the commercial real estate, title, and real estate technology industries. He currently specializes in landlord representation and retail leading at CASE Commercial Real Estate Partners.

Prior, Bill worked as Vice President at the John Bowles Company for 7 years managing a diverse portfolio of retail, office and land properties including Preston Center. He was also Director of Transaction Strategies at eRealty.com where he created and maintained a network of vendors for a web-based propriety transaction management system.

Before joining eRealty, Bill was Executive Vice President of TitleLink where he created on of the first web-based real estate applications, which eventually sold to eRealty, by utilizing skills he developed while working at SAFECO Land Title and Right Realty. At Bright Realty, an RTC institution, he was responsible for the disposition of office, retail, industrial and multi-family properties.

(972) 759-7824 – c (214) 532-1116 – barcher@casecre.com

Mark Roppolo -

Mr. Roppolo serves as PegasusAblon’s Senior Vice President and Director of Asset Management. In this role he is responsible for the asset management of all PegasusAblon office and retail investments totaling over 3.1 million square feet with direct asset management of Ross Tower, a 1.1 million square foot downtown Dallas Class A building and its associated 2,400 parking spaces located in three garages. Additionally, he is involved in business development and operational management of specific PegasusAblon initiatives.

Prior to joining Pegasus Ablon Mr. Roppolo served as an Asset Manager for Parmenter Realty Partners for three years where he managed more than 3 million square feet of value-added office properties. In this role he underwrote and performed due diligence on several value-add office assets and led the disposition efforts for four properties totaling over $200 million.

Prior to joining Parmenter, he provided expertise to Sarofim Realty Advisors, a pension fund advisor. In his role he sourced, underwrote, and performed due diligence on office and retail acquisitions. In his role as Senior Asset Manager, Mr. Roppolo managed and sold office and retail assets. Prior to his position at Sarofim, Mr. Roppolo served as an Acquisitions and Asset Management Associate with First Worthing, a multi-family owner operator.

Mark is married to Lynn Roppolo, an Emergency Medicine physician at UTSW. They have three boys and one girl.

Education: Mr. Roppolo is an honors graduate of the US Naval Academy in Annapolis with a Bachelor of Science in Economics. He also holds an MBA with honors from McCombs School of Business from the University of Texas at Austin. Prior to his career in real estate management, Mr. Roppolo served in the United States Navy as a pilot. He is a recent recipient of the Jim and Lynn Moroney Award in recognition for his years of service to Cistercian Preparatory School.

(214) 954-3307 - c (214) 868-3373 – mropollo@pegasusablon.com
**Zone 2**

**J. Baxter Brinkmann** – J. Baxter Brinkmann is founder and CEO of The Brinkmann Corporation. Since 1975, Mr. Brinkmann has led the development of the Brinkmann companies into some of the more recognizable brands in outdoor consumer products, including cooking, lighting, camping and pet. The Brinkmann Corporation’s subsidiary companies include Malibu Outdoor Lighting and Dallas Manufacturing Company.

Mr. Brinkmann is a real estate investor, having holdings in several states. Located in the top growth cities of Frisco and McKinney, just north of Dallas, the 5,500 acre Brinkmann Ranches are home to world champion Quarter Horses, Black Angus and Longhorn Cattle operations and agribusiness.

Long active in the community, Mr. Brinkmann has served as a planning and zoning commission chairman, as well as participating in education initiatives at area schools.

Mr. Brinkmann currently serves on various boards including the University of Texas MD Anderson Cancer Center in Houston (since 1997), The Greenhill School of Dallas and the Cardiopulmonary Research Science & Technology Institute, Dallas. In addition, he is active in leadership roles in both the Frisco and Dallas Regional Chambers of Commerce.

Prior to founding The Brinkmann Corporation, Mr. Brinkmann was a private equity professional and portfolio manager at John M. Hartwell & Company in New York City.

4215 McEwen Rd. Dallas, TX 75244 – (972) 770-8510

**Peter Kline**

Peter Kline is a private investor based in Dallas, TX managing family investments in real estate, private equity and publicly traded securities. His current activities follow multiple careers that encompassed public accounting/consulting, the hotel industry and managing philanthropy for a leading children’s hospital system.

Most recently, Kline served as President of the Children’s Medical Center Foundation and a member of the Executive Management Team at Children’s Medical Center in Dallas. He was recruited to lead an initiative to significantly broaden the philanthropic support for world-class pediatric medicine in Dallas. During his 3 ½ year tenure at Children’s, annual fundraising increased from $14 million in 2009 to over $50 million in 2012.

Kline’s primary career was in the hotel business. In 1981 he co-founded what became Bristol Hotels & Resorts, a publicly traded hotel owner-operator of full-service hotels. The company started with a single hotel in Dallas and became the world’s largest owner of Holiday Inns and Crowne Plaza Hotels, with 130 hotels throughout North America. As CEO of Bristol Hotels & Resorts, Kline led the rapid expansion of the company, the sale and leaseback of the real estate, and ultimately the sale of the operating company to Bass PLC in 2000.

Prior to his career in the hotel business, Kline spent nine years with Laventhol & Horwath, an international public accounting and consulting firm that specialized in the hospitality industry. He was made a partner at the age of 30 and had responsibility for the management of the firm’s consulting practice in the southwestern United States.

After Bristol Hotels & Resorts was sold in 2000, Pete became immersed in a variety of public service activities in Dallas. For three years he was chairman of the Board of the Dallas Convention & Visitors Bureau, leading the complete restructuring of the organization. Pete chaired several non-profits in Dallas and was the lead volunteer fundraiser for several annual campaigns. His major gift experience was acquired as co-chair of the parent division of a $50 million capital campaign for the Hockaday School and he launched a capital campaign for the Dallas Children’s Advocacy Center before joining Children’s Medical.

Pete is a graduate of the School of Hotel Administration at Cornell University and also holds a M.S. degree from the Cornell Graduate School. He was a Certified Public Accountant in Pennsylvania and Texas before returning to the hotel industry.

Originally from upstate New York, Pete has lived in Dallas for the past 38 years. He is married to Caren Whiteman Kline and has two daughters, Catherine and Christina.

5807 Deloache Ave – (214) 356-3674 – jpeterkline@me.com
Jay Grogan - With an undergraduate degree in Public Policy Sciences from Duke University and a Juris Doctor degree from the University of Texas, Jay has been a practicing real estate and business lawyer for more than 30 years. Jay began his legal career at Jackson & Walker in Dallas and has been a partner in the boutique real estate law firm of Grogan & Brawner P.C since 1990.

Jay is actively involved in Saint Michael & All Angels Episcopal Church as well as the Salesmanship Club of Dallas, and has in the past been active in numerous other civic and charitable organizations including Presbyterian Healthcare Foundation (Phorum), the Troy Aikman Foundation, Trinity River Mission, the Dallas Methodist Hospitals Foundation (Methodist Leaders) and the Duke Club of Dallas.

Jay and his family have lived in Preston Hollow since 1992.

(214) 979-1100 – jgrogan@gbdallas.com

Ashley Parks -
Ashley Parks grew up in Preston Hollow and has lived there most of her life. She lives on Del Norte with her husband James and their daughter Madison. Ashley most recently was the President of Preston Hollow East HOA and has been a member of PHEHA since January 2002. Ashley has a strong commitment to Preston Hollow and its surrounding areas and is excited about being a part of a greater group who is committed to improving the area for generations to come. Ashley works full time in a financial planning practice that she started 15 years ago.

6008 Del Norte Lane – (214) 704-7819 - Ashleyparks75@gmail.com
Patti Niles-

With nearly 25 years of experience in the organ transplant industry, Patti Niles is recognized as an executive with a track record marked by progressive responsibility that has translated into organizational change and subsequent performance improvement in each role. Patti has developed a team of strategic leaders to increase productivity, enhance performance and focus on the mission to save and improve lives at Southwest Transplant Alliance (STA), one of the largest organ donor programs in this country.

Her tenure at STA has seen a dramatic increase in the number of organs recovered for transplant. In 2014 Patti lead her team to successfully achieve the goal of recovering 1,000 organs for transplant, an accomplishment achieved by only a handful of organ procurement organizations. This success was achieved in large part by creating an environment for staff that is conducive to both personal and professional growth. As a result, Patti has effectively cultivated a team of leaders who have optimized STA processes, increased productivity, decreased turnover and improved quality, which has enabled the organization to enhance performance and improve placement of life-saving organs.

Prior to her role with STA, Patti served as Executive Director with New Mexico Donor Services in Albuquerque, New Mexico. She is increasingly involved in the Dallas community, where she currently is a member of Leadership Dallas - Class of 2015. Within her profession, she is a member of the Association of Organ Procurement Organizations (AOPO), and serves on numerous committees within her industry.

Southwest Transplant Alliance (STA), celebrating 40 years of service in the communities we serve, is one of the largest of 58 federally designated organ recovery organizations in the United States. It is the link between hospitals, individuals who need a transplant to survive, and those who have the potential to save lives through organ and tissue donation. STA has been an integral part of the healthcare process to save and improve lives with dedicated professionals who share a mission to cultivate connections using donation and transplantation.

(214) 443-3300 - Patniles@yahoo.com

J. Steve Dawson-

J. Steve Dawson, born in Dallas, TX 1949
BBA SMU Cox School of Business 1971; Real Estate Major/Accounting Minor
Title Examiner, Dallas Title Company 1969 - 1972
Commercial Real Estate Broker, W.G. Burchfield & Bro., Commercial Real Estate Firm, Houston, TX, 1972 - 1975
Juris Doctor, STCL 1975; Houston TX, Real Estate Law
Partner, Dawson & Dawson, Attorneys at Law, Real Estate Law Practitioner 1975 - 1985
Member, Preston Road & N.W. Highway Business Assn. 1978-80
Principal, Bandera Villa Apartments, 6100 - 6124 Bandera Ave., Dallas, TX 75225
(Family owned and operated since 1970)
Principal, Park Cities Apartments, 3444 Haynie, University Park, TX 75205
(Family owned and operated since 1992)
President, Park Cities Development Corp., Owner/General Contractor
(Residential Building Design and Construction Firm) 1996 - 1999
President, Park Cities Management Corp., Owner/Operator
(Multi-family Property Management Company) 2000 - Present
Founder and Board Member of Preston Hollow South Neighborhood Assn. 2008 - 2012
jstevedawson@gmail.com
Zone 5

Betsy Del Monte –

Betsy del Monte, FAIA, LEED BD+C, leads Transform Global, a consultancy for sustainable services and strategies. She currently serves as the campus sustainability consultant and teaches at SMU.

Formerly a Principal and Director of Sustainability for The Beck Group, she has 30 years of experience in high-performance architecture and environmental responsive design and planning.

At SMU’s Lyle School of Engineering, she created and teaches a Masters degree program in Sustainability and Development. She also teaches at Boston Architectural College and has been a visiting lecturer at University of Texas at Austin, University of Texas at Arlington, Rice University, University of Virginia, and University of North Texas.

Betsy has been named to the College of Fellows of the AIA, and a Senior Fellow in the Design Futures Council. She has been President of AIA Dallas, and Chair of the North Texas Green Building Council, and sits on the boards of Habitat for Humanity Dallas, Empower African Children, beWorkshop, North Texas ULI, and Trinity Commons Foundation.

Betsy received her Bachelor of Science degree in architecture from the University of Virginia, and a Master of Architecture degree from Rice University. Her experience includes work at architecture firms in Atlanta and Houston, as well as nine years with Philip Johnson and John Burgee in New York. She and her husband Rick have lived in Dallas for 22 years, and have a daughter and twin sons.

(214) 750-8913 – bdelmonte@transform-global.org

Zone 6

Maureen McCaffrey-

Maureen McCaffrey was formerly vice president of Global Marketing and Communications for Electronic Data Systems (EDS) - now Hewlett Packard (HP). She was responsible for global branding and advertising, client and market messaging, and web and Internet services. Maureen also led public relations, internal and external communications, community affairs and global events – including oversight for EDS’ sponsorship of the Byron Nelson Golf Championship. After the integration of EDS into HP, she continued as vice president of Worldwide Marketing for EDS, an HP company, retiring in 2010 after 25 years of service. After her departure, Maureen worked as a marketing communications consultant.

Maureen was a past board member of the Salesmanship Club of Dallas and currently serves on the Advancement Advisory Board at Jesuit College Preparatory School. She was actively involved in the Greenway Parks and Bluffview Neighborhood associations and currently resides in Devonshire.

Maureen received her bachelor of arts from Stephens College in Columbia, Missouri, with a degree in communications and broadcast journalism.

Maureen and her husband, Pat, have lived in Dallas over 17 years. They have two adult children.

msmccaff@icloud.com
Laura Miller’s environmental leadership as Mayor of Dallas led to her current position as Director of Projects, Texas, for Seattle-based Summit Power Group, which is developing the world’s first 400MW IGCC power/polygen plant with 90 percent carbon capture near Odessa, Texas. Among her many accomplishments as Mayor from 2002 to 2007, Laura formed a statewide coalition of elected officials to oppose the construction of 18 old-technology coal plants in Texas - an effort memorialized in an award-winning Robert Redford documentary entitled "Fighting Goliath." Laura also led negotiations with the City of Fort Worth that resulted in the lifting of the Wright Amendment; raised $2.7 million in private funds in 30 days to permanently house thousands of Hurricane Katrina evacuees; repaired a $646 million city employee pension shortfall; and oversaw the biggest downtown real estate boom in 20 years, boosting downtown’s residential population from 500 to 6,000 by turning vacant, historic buildings like the Mercantile Bank complex into apartments. During her mayoral tenure, Laura and her colleagues passed the city’s first smoking ban in restaurants; the first citywide, non-discrimination ordinance based on sexual orientation; the first 24-hour downtown campus facility for the city’s chronic homeless; and the two largest bond packages in city history.

Before being elected Mayor, Laura served three-and-a-half years on the Dallas City Council and worked for 18 years prior to that as an award-winning newspaper columnist and investigative reporter in Dallas, Miami and New York. Since leaving office she has served as Chairman of the University of Wisconsin-Madison Department of Political Science Board of Visitors and as a member of the Cornell University Parents Fund Committee. She has also served as a board member of the Dallas Marathon and the Baron & Blue Foundation. Laura received a BA in journalism and political science from UW-Madison in 1980. She is married to Dallas lawyer and former Texas State Rep. Steve Wolens; they have three children.

(214) 763-0600 – laura.miller1@sbcglobal.net
MEETING MINUTES

Subject: Task Force Launch Meeting – Northwest Highway and Preston Road Area Plan

Meeting Date: March 2, 2015

Location: City Hall, City of Dallas

Time: 6:00 p.m. – 7:30 p.m.

Participants:
- Task Force Members
- City of Dallas Staff
- NCTCOG Staff

MEETING PURPOSE:

This was the first Task Force Meeting for the Northwest Highway and Preston Road Area Plan. The purpose of the meeting was to introduce the Task Force and provide a brief background to the project. A presentation was given on the process of consultant selection and contracting, project information dissemination, public outreach and communication efforts, and proposed Scope of Work elements.

DISCUSSION ITEMS:

- Councilmember Gates introduced the staff to the Task Force members. The Task Force members gave a brief introduction of themselves and their interest in the project.

- Michael Morris, Director of Transportation at NCTCOG, detailed the transportation/land use intensity and mix aspect of the project and the partnership between NCTCOG and the City of Dallas.

- Karla Weaver, Program Manager of Sustainable Development at NCTCOG, gave a presentation on the process of consultant selection and contracting for the project, general scope of work elements, public involvement and outreach, and the Task Force Meeting Schedule.

- NCTCOG announced they would host a webpage for the project to distribute plan information, newsletters, and meeting documents.

- Task Force Members discussed what would be important criteria for selecting a consultant. Interest in an interdisciplinary team of local and outside expertise was expressed.

- Councilmember Gates spoke about the responsibilities of the Task Force and the importance of communication with others in their zone. The City wants to make sure a communication loop is occurring.

- Peer Chacko, Assistant Director of Planning and Neighborhood Vitality for the City of Dallas, discussed the Scope of Work elements and tasks that would be asked of the consultant. Depending on the budget, the consultant would be able to do more detailed analysis within the tasks.
• Task Force members noted that the development of cost estimates for improvements be included within the Scope of Work and that customer information from business owners might be available to document the commercial users origins within the existing conditions section.

• Michael Morris announced that NCTCOG is prepared to contribute $250,000 to the development of the Area Plan.

• NCTCOG stated that a minimum of $350,000 would be needed and additional funds would allow the consultant to add additional visualization of transportation and land development scenario options.

• It was suggested that $50,000 be donated by the residents of the area and $50,000 be donated by commercial land and business owners to raise the $100,000 minimum contribution. It was announced that a community donation fund has been established to raise the suggested funds.

• For future Task Force meetings, it was suggested that Monday or Tuesday night works best for the Task Force Members. The time would be kept the same for future meetings, 6:00 PM. More information would go out to the Task Force members to pick a specific day for the next meeting. A location would be found within the study area.

• It was requested that there could be time after meetings available for open hearings for other attendees to speak 3 – 5 minutes.

NEXT STEPS:

• A letter will be drafted to the Task Force to review with information on project and fundraising that can be distributed to everyone in the study area.

• Meeting information and handouts will be added to the project website, including the presentation.

• Previous City of Dallas – NCTCOG planning studies will be provided.

• The City would look to provide historical information about Preston to the Task Force.

• Firm dates (day/time/locations) for future meetings will be established with a priority for the upcoming April meeting to be set soon.