



## Housing and Community Affairs Committee

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### Committee Members

Mike Laster (Chair)  
Dwight A. Boykins  
Michael Kubosh  
Mike Knox

Robert Gallegos (Vice Chair)  
David W. Robinson  
Karla Cisneros

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### AGENDA

Tuesday, March 1, 2016 8:30 AM  
City Hall Annex

Call to Order/Welcome Remarks – Council Member Mike Laster, Chair

#### I. Public Facilities

For review and possible authorization:

- a) Legacy Community Health Services Inc. – (District B) – An Ordinance authorizing an agreement between the City of Houston and Legacy Community Health Services Inc. providing \$1,000,000 in Community Development Block Grant funds for the construction of a health clinic in the Fifth Ward
- b) Children’s Assessment Center – (District C) – An Ordinance authorizing a contract between the City of Houston and The Children’s Assessment Center Foundation providing up to \$61,500 to purchase and install playground equipment at the facility which serves child victims of sexual abuse in Houston and Harris County
- c) SPARK Park, Bush Elementary – (District J) – An Ordinance authorizing a contract among the City of Houston, the SPARK School Park Program, and the Alief Independent School District, providing \$150,000 in federal CDBG funds for a SPARK Park at Bush Elementary School

Presentation:

- Neal Rackleff, Director, Housing and Community Development Department
- Ana Patino-Martinez, Division Manager

#### II. Multifamily

For review and possible authorization:

- a) Light Rail Lofts – (District C) – An Ordinance to appropriate \$1,500,000 from TIRZ Fund 2409 and to approve and authorize a Loan Agreement between the City of Houston and 4600 Main Street Housing LP for the reconstruction of Light Rail Lofts, a 56-unit affordable housing community located at 4600 Main Street

- b) Sunrise Orchard – (District D) – An Ordinance authorizing a Loan Agreement between the City of Houston and Tejano Center for Community Concerns for the construction of Sunrise Orchard, a 52-unit affordable housing community for youth, to be located at 5300 Sunrise Road
- c) One-Mile Three-Year Resolution – (District D) – A Resolution allowing construction of one property applying for non-competitive 4% housing tax credits (HTCs) allocated by the Texas Department of Housing and Community Affairs (TDHCA) that will be located within one mile of a similar tax credit property constructed within the last three years

Presentation:

- Neal Rackleff, Director, Housing and Community Development Department
- Joel North, Deputy Director

### III. Public Services

For review and possible authorization:

- a) HOPWA Contracts
  - i. A Caring Safe Place Inc. – (District B & H) – An Ordinance authorizing a \$728,374 contract between the City of Houston and A Caring Safe Place Inc. to operate and maintain a single-room-occupancy (SRO) community residence and a transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS
  - ii. Association for the Advancement of Mexican Americans – (All Districts) – An Ordinance authorizing a \$215,000 contract between the City of Houston and the Association for the Advancement of Mexican Americans to operate a HOPWA supportive services program for individuals affected by HIV/AIDS
  - iii. Houston Volunteer Lawyers Program – (District I) – An Ordinance authorizing a contract between the City of Houston and Houston Volunteer Lawyers Program Inc., providing \$150,000 in HOPWA funds for legal services for low-income persons living with HIV/AIDS
- b) Public Services Activity (CDBG, ESG, HHSP)
  - i. Child Care Council Homeless Services Program – (All Districts) – An Ordinance authorizing a \$2,482,628 third contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Homeless Services Program
  - ii. Child Care Council Child Care Program – (All Districts) – An Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Child Care Program
  - iii. Child Care Council Juvenile Delinquency Prevention Program – (All Districts) – An Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Juvenile Delinquency Prevention Program
  - iv. SEARCH Homeless Case Management – (All Districts) – An Ordinance authorizing a \$550,000 contract between the City of Houston and SEARCH Homeless Services for the operation of a housing case management and support services program for homeless individuals

Presentation:

- Neal Rackleff, Director, Housing and Community Development Department
- Melody Barr, Assistant Deputy Director

**IV. Public Comments**

Action may be taken on any or all of the above items.

Committee meetings are open to the public.

For information about this committee, contact Jonny Flores 832.393.3015.

**V. Director's Comments**

Neal Rackleff, Director, Housing and Community Development Department

<b>SUBJECT:</b> An Ordinance authorizing an agreement between the City of Houston and Legacy Community Health Services Inc. providing \$1,000,000 in Community Development Block Grant funds for the construction of a health clinic in the Fifth Ward		<b>Category #</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> <i>I.a.</i>
<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department		<b>Origination Date</b> January 4, 2016	<b>Agenda Date</b>	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council District affected:</b> District B		
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282		<b>Date and identification of prior authorizing Council action:</b>		
<b>RECOMMENDATION:</b> Approval of an Ordinance authorizing an agreement between the City of Houston and Legacy Community Health Services Inc. providing \$1,000,000 in Community Development Block Grant funds for the construction of a health clinic in the Fifth Ward				
<b>Amount of Funding: \$1,000,000</b>			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING:</b> [ ] General Fund      [ X ] Grant Fund      [ ] Enterprise Fund <b>Community Development Block Grant (Fund 5000)</b>				
<b>SPECIFIC EXPLANATION:</b>				
<p>The Housing and Community Development Department requests Council approve an Agreement between the City and Legacy Community Health Services Inc. providing \$1,000,000 in federal Community Development Block Grant funds for the construction of a health clinic in the Fifth Ward.</p> <p>The proposed clinic will be built at the intersection of Worms Street and Lyons Avenue in the Greater Fifth Ward. This location places the clinic in a Community Revitalization Area. The clinic will be a two-story, approximately 10,660-square-foot building with 15 patient exam rooms, a laboratory and other essential areas necessary for clinic operations. The clinic will also have a parking lot with 65 spaces. Legacy intends to incorporate energy-efficient design and construction practices including efficient water fixtures and windows, optimized HVAC systems, motion-activated lighting, and utilization of locally sourced materials when available. Legacy anticipates that the project will be completed by December 2016.</p> <p>To fund the construction, equipment and staffing of the clinic, Legacy secured a \$1,620,468 line of credit from Amegy Bank of Texas, a \$500,000 grant from the Cullen Trust for Healthcare Inc., and a \$1,000,000 grant from the Health Resources and Services Administration. Legacy is contributing \$679,532 from its operational funds. The organization also plans to raise \$144,561 from private individuals. The \$1,000,000 from the City will be contributed to the construction costs. The total project budget is \$4,944,561.</p> <p>Legacy is a Federally Qualified Health Center that provides a wide range of health services to individuals regardless of their ability to pay. The services to be provided at the Fifth Ward location will include general medicine, pediatrics, OB/GYN care, behavioral health services and community health education. Legacy estimates that in the first year of operating, the staff will provide services for 6,700 patients via 20,000 separate encounters with the expectation that both the number of encounters and the number of patients will increase by 11% annually thereafter.</p> <p>Legacy currently operates 11 health centers and 7 school-based health centers in the greater Houston area and serves over 100,000 patients via 300,000 individual encounters annually. Legacy has been committed to providing healthcare to underserved Houstonians since 1981.</p> <p>HCDD conducted a Request for Proposals for fiscal year 2016 CDBG contracts. The Legacy Community Health Services clinic was one of the projects selected.</p> <p>This item was reviewed by the Housing and Community Affairs Committee on March 1, 2016.</p> <p>NR: APM: SM</p> <p>Cc: City Attorney, Mayor's Office, City Secretary, Finance Department</p>				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Department Director:</b>		<b>Other Authorization:</b>		<b>Other Authorization:</b>

<b>SUBJECT:</b> An Ordinance authorizing a contract between the City of Houston and The Children's Assessment Center Foundation providing up to \$61,500 to purchase and install playground equipment at the facility which serves child victims of sexual abuse in Houston and Harris County		<b>Category #</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> I.B.
<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department		<b>Origination Date</b> 01/05/16	<b>Agenda Date</b>	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council District affected:</b> District C		
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282		<b>Date and identification of prior authorizing Council action:</b> None		
<b>RECOMMENDATION:</b> Approval of an Ordinance authorizing a contract between the City of Houston and The Children's Assessment Center Foundation providing up to \$61,500 to purchase and install playground equipment at the facility which serves child victims of sexual abuse in Houston and Harris County				
<b>Amount of Funding:</b> \$61,500			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING:</b> <input type="checkbox"/> General Fund <input checked="" type="checkbox"/> Grant Fund <input type="checkbox"/> Enterprise Fund <input type="checkbox"/> Other Community Development Block Grant (Fund 5000)				
<b>SPECIFIC EXPLANATION:</b>				
<p>The Housing and Community Development Department requests Council approve a contract providing up to \$61,500 in CDBG funds for the purchase and installation of playground equipment at The Children's Assessment Center Foundation, 2500 Bolsover. The center serves child victims of sexual abuse in Houston and Harris County, and the playground will be used to help address the physical, intellectual, social and emotional development needs of these children.</p> <p>This project will include the playground equipment, rubber safety surfacing, shaded tables and benches, play-area shading, trash receptacle and minor landscaping. It is part of a larger expansion estimated to begin in Spring 2016 and last through late 2017. The playground will be purchased and installed in 2017. The Children's Assessment Center has found that use of playground equipment helps to foster trust and relationship building between abused children and their caregivers as well as with their peers.</p> <p>The Children's Assessment Center is one of the largest advocacy centers of its kind in the nation, and it is the only advocacy center for sexually abused children in Harris County. Last year it provided services to nearly 4,000 children in the community. These services included over 11,000 hours of individual, group and family therapy sessions.</p> <p>HCDD conducted a Request for Proposals (RFP) for CDBG contracts. The Children's Assessment Center Foundation was one of the agencies selected.</p> <p>This item was reviewed by the Housing and Community Affairs Committee on February 16 March 1, 2016.</p>				
NR: MB: APM: SM				
cc: City Attorney Mayor's Office City Secretary Finance Department				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Department Director:</b>	<b>Other Authorization:</b>		<b>Other Authorization:</b>	

**TO: Mayor via City Secretary      REQUEST FOR COUNCIL ACTION**

<b>SUBJECT:</b> An Ordinance authorizing a contract among the City of Houston, the SPARK School Park Program, and the Alief Independent School District, providing \$150,000 in federal CDBG funds for a SPARK Park at Bush Elementary School		<b>Category #</b>	<b>Page 1 of 1</b>	<b>Agenda Item #</b> I.C.
<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department		<b>Origination Date</b> 01/05/16	<b>Agenda Date</b>	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council District affected:</b> District J		
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282		<b>Date and identification of prior authorizing Council action:</b> None		
<b>RECOMMENDATION:</b> Approval of an Ordinance authorizing a contract among the City of Houston, the SPARK School Park Program, and the Alief Independent School District, providing \$150,000 in federal CDBG funds for a SPARK Park at Bush Elementary School				
<b>Amount of Funding:</b>  \$150,000			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING:</b> [ ] General Fund      [ X ] Grant Fund      [ ] Enterprise Fund      [ ] Other  Community Development Block Grant (Fund 5000)				
<b>SPECIFIC EXPLANATION:</b>  The Housing and Community Development Department requests Council approve a contract among the City of Houston, the SPARK School Park Program, and the Alief Independent School District (AISD) providing \$150,000 in Community Development Block Grant funds for the creation of a school park at Bush Elementary School located at 9730 Stroud Street.  This park is planned to include a ¼-mile walking trail, outdoor classroom, picnic tables, benches, and may include alternate items such as shading over playground areas. The park will be designed by the SPARK committee at Bush Elementary School in conjunction with the architect.  In addition to the CDBG funds, the school will receive \$5,000 from the school district, \$5,000 from the SPARK program, and \$5,000 will be fundraised by the school. The total project budget will be \$165,000.  HCDD conducted a Request for Proposals (RFP) for CDBG contracts. The SPARK School Park Program was one of the agencies selected.  This item was reviewed by the Housing and Community Affairs Committee on March 1, 2016.  NR: APM: SM  cc: City Attorney Mayor's Office City Secretary Finance Department				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Department Director:</b>		<b>Other Authorization:</b>		<b>Other Authorization:</b>

TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

16 – Light Rail Lofts

**SUBJECT:** An Ordinance to appropriate \$1,500,000 from TIRZ Fund 2409 and to approve and authorize a Loan Agreement between the City of Houston and 4600 Main Street Housing LP for the reconstruction of Light Rail Lofts, a 56-unit affordable housing community located at 4600 Main Street

<b>Category #</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> <i>II. A.</i>
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**FROM:** Neal Rackleff, Director  
Housing and Community Development Department

<b>Origination Date</b>	<b>Agenda Date</b>
2/8/2016	

**DIRECTOR'S SIGNATURE:**

<b>Council District affected:</b>
District C

**For additional information contact:** Roxanne Lawson  
Phone: 832-394-6282

<b>Date and identification of prior authorizing Council action:</b> April 24 2013: Ord. 2013-357
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**RECOMMENDATION:** Approval of an Ordinance to appropriate \$1,500,000 from TIRZ Fund 2409 and to approve and authorize a Loan Agreement between the City of Houston and 4600 Main Street Housing LP for the reconstruction of Light Rail Lofts, a 56-unit affordable housing community at 4600 Main

**Amount of Funding:** **\$1,500,000**

<b>Finance Budget:</b>
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**SOURCE OF FUNDING**       General Fund       Grant Fund       Other

**Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Fund 2409**

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends Council approve an Ordinance to appropriate \$1,500,000 from TIRZ fund 2409 and to approve and authorize a Loan Agreement for the reconstruction of an office building located at 4600 Main Street into an affordable housing community for formerly homeless veterans. Total project costs are anticipated to be \$11,205,114.

Located across from the light rail on Main Street, the proposed project is an office building that will be converted to a three-story residential apartment property consisting of 56 studio units.

Cloudbreak Houston LLC, the developer of Light Rail Lofts, has a track record of developing high-quality and well-managed affordable housing communities across the U.S. HCDD previously granted \$1,971,618 in CDBG funds for the acquisition of this property, which is adjacent to two other Cloudbreak properties – Midtown Terrace and Travis Street Plaza.

Twenty of the units will be restricted at 30% of area medium income and designated as Permanent Supportive Housing (PSH), furthering the City's initiative to eliminate chronic homelessness. The other 36 units will be income-restricted for families earning less than 60% of area median income.

The project's total cost will be financed as follows:

Sources	Total Amount	Uses	Total Amount	Residential
Permanent Loan	\$ 3,625,386	Acquisition	\$ 2,400,000	\$2,076,000
4% Tax Credit	3,015,213	Hard Costs	6,026,151	5,221,271
CDBG	1,971,618	Soft Costs	1,566,348	1,369,499
TIRZ	1,500,000	Reserves	107,600	107,600
Owner Equity	344,000	Deferred Dev. Fee	1,105,015	955,838
Deferred Dev. Fee	748,897	Total	\$11,205,114	\$9,730,208
<b>Total</b>	<b>\$11,205,114</b>			

This item was reviewed by the Housing and Community Affairs Committee on March 1, 2016.

NR:JN:RB

Cc: City Secretary, Finance, Legal, Mayor's Office

**REQUIRED AUTHORIZATION**

<b>Finance Department:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

16 – Sunrise Orchard

**SUBJECT:** An Ordinance authorizing a Loan Agreement between the City of Houston and Tejano Center for Community Concerns for the construction of Sunrise Orchard, a 52-unit affordable housing community for youth, to be located at 5300 Sunrise Road

<b>Category #</b>	<b>Page 1 of 1</b>	<b>Agenda Item #</b> <i>II.b.</i>
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**FROM:**  
Neal Rackleff, Director  
Housing and Community Development Department

<b>Origination Date</b> 2/23/2016	<b>Agenda Date</b>
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**DIRECTOR'S SIGNATURE:**

**Council District affected:**  
District D

**For additional information contact:** Roxanne Lawson  
Phone: 832-394-6282

**Date and identification of prior authorizing Council action:** NA

**RECOMMENDATION:** Approval of an Ordinance authorizing a Loan Agreement between the City of Houston and Tejano Center for Community Concerns for the construction of Sunrise Orchard, a 52-unit affordable housing community for youth, to be located at 5300 Sunrise Road

**Amount of Funding:** \$3,500,000

**Finance Budget:**

**SOURCE OF FUNDING**       General Fund       Grant Fund       Other  
HOME Investment Partnership \$3,500,000

**SPECIFIC EXPLANATION:**  
In response to the lack of housing for youth aging out of foster care, Tejano Center for Community Concerns has joined the The Vecino Group to develop a 52-unit affordable housing community which will provide supportive services geared towards the specific needs of this segment of the homeless population. The Housing and Community Development Department (HCDD) recommends Council approve an Ordinance authorizing a Performance Based Loan for up to \$3,500,000 for construction of this facility. Total project costs are anticipated to be \$9,533,703.  
  
The project will include one- and two-bedroom units. All residents will sign individual leases for a minimum of 12 months. All units will be considered permanent supportive housing, with extensive social services provided to the tenants.  
  
Tejano Center has operated a youth shelter and foster care program on the Sunrise Road site for approximately 20 years. The Center will provide services in conjunction with the Salvation Army, Baylor College of Medicine, Legacy Community Health, and Service Employment Redevelopment (SER) Jobs for Progress. Development expertise will be provided by The Vecino Group, a development firm based in Springfield, MO.

The project's total cost will be financed as follows:

Sources	Total	Uses	Total	Residential
Harris County	\$1,684,991	Land Acquisition	\$415,000	\$349,845
Tax Credit Equity	2,639,730	Hard Cost	5,871,948	4,950,052
Deferred Developer Fee	150,000	Soft Cost	1,900,361	1,602,005
Land Contribution	15,000	Reserves	273,769	230,787
NeighborWorks America	25,000	Developer Fee	\$1,072,625	\$904,223
FHLB	500,000	<b>Total</b>	\$9,533,703	\$8,036,912
CSH Grant	1,018,982			
HCDD HOME Grant	\$3,500,000			
<b>Total</b>	\$9,533,703			

This item was reviewed by the Housing and Community Affairs Committee on March 1, 2016.

NR:JN:RB

Cc: City Secretary, Finance, Legal, Mayor's Office

**REQUIRED AUTHORIZATION**

<b>Finance Department:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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TO: Mayor via City Secretary

**REQUEST FOR COUNCIL ACTION**

16 – 1 mile 3 year

<b>SUBJECT:</b> A Resolution allowing construction of one property applying for non-competitive 4% housing tax credits (HTCs) allocated by the Texas Department of Housing and Community Affairs (TDHCA) that will be located within one mile of a similar tax credit property constructed within the last three years	<b>Category #</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> <i>II.C</i>
	<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department		<b>Origination Date</b> 2-22-2016

<b>DIRECTOR'S SIGNATURE:</b>	<b>Council Districts affected:</b> District D
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<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282	<b>Date and identification of prior authorizing Council action:</b> N/A
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**RECOMMENDATION:** Approval of a Resolution allowing construction of one property applying for non-competitive 4% housing tax credits (HTCs) allocated by the Texas Department of Housing and Community Affairs (TDHCA) that will be located within one mile of a similar tax credit property constructed within the last three years

<b>Amount of Funding:</b> <p style="text-align: center;">None</p>	<b>Finance Budget:</b>
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**SOURCE OF FUNDING:** [ ] General Fund [ ] Grant Fund [ ] Enterprise Fund [ X ] Other

**No Funding Required**

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a Resolution allowing construction of a property applying for non-competitive 4% housing tax credits (HTCs) allocated by the Texas Department of Housing and Community Affairs (TDHCA) that will be located within one mile of a similar tax credit property constructed within the last three years.

To avoid unwanted concentrations of HTC properties, TDHCA requires that an applicant receive a resolution from the governing body of the municipality where the development is to be located if a similar type of property built in the last three years and located within one mile of the applicant property also received tax credits. The location of Sunrise Orchard located at 5300 Sunrise Road is within 3 miles of another 4% tax credit project currently under construction.

Sunrise Orchard is a proposed 52-unit affordable housing community for youth aging out of foster care. The applicant is Tejano Center for Community Concerns (TCCC) and the developer will be TCCC partnering with the Vecino Group.

Based on the department's experience with TCCC, and the City's need for affordable housing for youth aging out of foster care, HCDD recommends that Council approve the resolution allowing construction of this property.

This item was reviewed by the Housing and Community Affairs Committee on March 1, 2016.

NR:JN:RB

Cc: City Secretary  
Finance Department  
Legal Department  
Mayor's Office

**REQUIRED AUTHORIZATION**

<b>Finance Director:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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**SUBJECT:** An Ordinance authorizing a \$728,374 contract between the City of Houston and A Caring Safe Place Inc. to operate and maintain a single-room-occupancy (SRO) community residence and a transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS

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Agenda Item  
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*III. a. i.*

**FROM:**  
Neal Rackleff, Director  
Housing and Community Development Department

**Origination Date**  
1/13/2016

**Agenda Date**

**DIRECTOR'S SIGNATURE:**

**Council District affected:**  
District B & H

**For additional information contact:** Roxanne Lawson  
Phone: 832-394-6282

**Date and identification of prior authorizing Council action:**

**RECOMMENDATION:** Approval of an Ordinance authorizing a \$728,374 contract between the City of Houston and A Caring Safe Place Inc. to operate and maintain a single-room-occupancy (SRO) community residence and a transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS

**Amount of Funding:**

\$728,374

**Finance Budget:**

**SOURCE OF FUNDING**

General Fund

Grant Fund

Enterprise Fund

**Housing Opportunities for Persons With AIDS (HOPWA) Fund 5000**

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and A Caring Safe Place Inc. providing up to \$728,374 in HOPWA funds to finance the operation of a single-room-occupancy (SRO) community residence and a transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS.

**SRO Community Residence Lydia's Place Apartments** – This facility provides permanent housing and supportive services to a minimum of 15 low-income and/or homeless persons living with HIV/AIDS, who also have a history of chemical and/or alcohol dependency. Residents at the facility have been stabilized prior to program entry. Stabilization requires that the client enters the program with at least 30 days of sobriety from alcohol and/or drugs.

**Transitional Housing Community Residence** – This facility provides transitional housing and supportive services to a minimum of 30 low-income and/or homeless persons living with HIV/AIDS, who also have a history of chemical and/or alcohol dependency.

The following support services are provided at both facilities: case management; HIV support groups; substance abuse and mental health counseling; life skills training; job search assistance and training; housing information and referral assistance; assistance in gaining access to local, state and federal government benefits and services; and nutritional services. Operating costs for both facilities include property management, utilities, property insurance and other related costs.

The City provides approximately 83% of the budget for this program, and 17% is provided by other funding sources.

Category	Total Contract Amount	Percent
Administrative	\$48,569.50	6.67%
Supportive Services	\$347,780.75	47.75%
Operating	\$332,023.75	45.58%
<b>Total</b>	<b>\$728,374.00</b>	<b>100.00%</b>

HCDD conducted a Request for Proposals (RFP) for HOPWA contracts for fiscal year 2016 with a one-year renewal option for fiscal year 2017. A Caring Safe Place Inc. was one of the agencies selected. This Ordinance will grant the contract period from April 1, 2016 through March 31, 2017. A Caring Safe Place Inc. has received HOPWA funding through the City of Houston for various contracts since 1999.

This item was reviewed by the Housing & Community Affairs Committee on March 1, 2016.

NR:JN:MNB:KS

cc: Legal Department, Mayor's Office, City Secretary, Finance Department

**REQUIRED AUTHORIZATION**

**Finance Director:**

**Other Authorization:**

**Other Authorization:**

TO: Mayor via City Secretary

**REQUEST FOR COUNCIL ACTION**

16-AAMA (HOPWA)

**SUBJECT:** An Ordinance authorizing a \$215,000 contract between the City of Houston and the Association for the Advancement of Mexican Americans to operate a HOPWA supportive services program for individuals affected by HIV/AIDS

<b>Category #</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> <i>III a.ii.</i>
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**FROM:**  
Neal Rackleff, Director  
Housing and Community Development Department

<b>Origination Date</b> 1/14/16	<b>Agenda Date</b>
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**DIRECTOR'S SIGNATURE:**

**Council District(s) affected:**  
All

**For additional information contact:** Roxanne Lawson  
Phone: 832-394-6282

**Date and identification of prior authorizing Council action:** N/A

**RECOMMENDATION:** Approval of an Ordinance authorizing a \$215,000 contract between the City of Houston and the Association for the Advancement of Mexican Americans to operate a HOPWA supportive services program for individuals affected by HIV/AIDS

**Amount of Funding:** \$215,000

**Finance Budget:**

**SOURCE OF FUNDING**                       General Fund                       Grant Fund                       Enterprise Fund

Housing Opportunities for Persons With AIDS (HOPWA) – Fund 5000

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and the Association for the Advancement of Mexican Americans (AAMA) to finance the operation of a HOPWA supportive services program.

AAMA will provide supportive services to approximately 65 HOPWA-eligible households that are homeless or have unstable housing conditions. Supportive services will include case management, food/nutritional services, housing placement, transportation, mental health care, HIV medical care, substance abuse counseling, education, legal assistance, and life skills training. HOPWA funds are providing 29.5% of the cost of this program.

Category	Total Contract Amount	Percent
Administrative	\$15,050.00	7%
Supportive Services	\$199,950.00	93%
<b>Total</b>	<b>\$215,000.00</b>	<b>100%</b>

HCDD conducted a Request for Proposals (RFP) for fiscal year 2016 with a one-year renewal option for fiscal year 2017. AAMA was one of the providers selected. This ordinance will approve the contract period from April 1, 2016 – March 31, 2017. AAMA began receiving HOPWA funds through the City in 2014.

The Housing and Community Affairs Committee reviewed this item on March 1, 2016.

NR:JN:MNB:RLJ

cc: Legal Department  
Mayor's Office  
City Secretary  
Finance Department

**REQUIRED AUTHORIZATION**

<b>Finance Director:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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**SUBJECT:** An Ordinance authorizing a contract between the City of Houston and Houston Volunteer Lawyers Program Inc., providing \$150,000 in HOPWA funds for legal services for low-income persons living with HIV/AIDS

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Agenda Item  
# *III, a, iii.*

**FROM:**  
Neal Rackleff, Director  
Housing and Community Development Department

**Origination Date**  
1/13/2016

**Agenda Date**

**DIRECTOR'S SIGNATURE:**

**Council District affected:**  
District I

**For additional information contact:** Roxanne Lawson  
**Phone:** 832-394-6282

**Date and identification of prior authorizing Council action:**

**RECOMMENDATION:** Approval of an Ordinance authorizing a contract between the City of Houston and Houston Volunteer Lawyers Program Inc., providing \$150,000 in HOPWA funds for legal services for low-income persons living with HIV/AIDS

**Amount of Funding:**

\$150,000

**Finance Budget:**

**SOURCE OF FUNDING**

General Fund

Grant Fund

Enterprise Fund

**Housing Opportunities for Persons With AIDS (HOPWA) Fund 5000**

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and Houston Volunteer Lawyers Program Inc., providing HOPWA funds for legal services for low-income persons living with HIV/AIDS and their families.

The City will grant Houston Volunteer Lawyers Program Inc. up to \$150,000 in HOPWA funds. The scope of work is to deliver comprehensive legal assistance to a minimum of 150 low-income persons living with HIV/AIDS. This contract will provide for five attorneys who work with local corporate legal departments and law firm pro bono sections to coordinate volunteer efforts, resulting in 1,500 active volunteers donating over 22,000 hours of legal services. Houston Volunteer Lawyers Program Inc. will conduct a minimum of 30 legal advice clinics at Houston-area AIDS service organizations and HOPWA-funded housing facilities. Legal and supportive services will include counseling and legal advice on a range of housing- and health-related civil matters, including estate planning, family law, public benefits, disability, employment and discrimination. Clients requiring more extensive civil legal representation will be referred to a volunteer or staff attorney, who will assist the client in reaching a resolution to his or her issue. The City provides approximately 74% of the budget for this program, with 26% provided by other funding sources.

Category	Total Contract Amount	Percent
Administrative	\$10,500.00	7%
Supportive Services	\$139,500.00	93%
<b>Total</b>	<b>\$150,000.00</b>	<b>100%</b>

HCDD conducted a Request for Proposals (RFP) for HOPWA contracts for fiscal year 2016 with a one-year renewal option for fiscal year 2017. Houston Volunteer Lawyers Program Inc. was one of the agencies selected. This Ordinance will grant the contract period from April 1, 2016 through March 31, 2017. Houston Volunteer Lawyers Program Inc. has received HOPWA funding through the City of Houston for various contracts since 2008.

This item was reviewed by the Housing & Community Affairs Committee on March 1, 2016.

NR:JN: MNB:KS

cc: Legal Department  
Mayor's Office  
City Secretary  
Finance Department

**REQUIRED AUTHORIZATION**

**Finance Director:**

**Other Authorization:**

**Other Authorization:**

<b>SUBJECT:</b> An Ordinance authorizing a \$2,482,628 third contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Homeless Services Program		<b>Category</b>	<b>Page</b> 1 of 1	<b>Agenda Item</b> # <i>III. b.i.</i>												
<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department		<b>Origination Date</b> 1/16/15	<b>Agenda Date</b>													
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council Districts affected:</b> All														
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6262		<b>Date and identification of prior authorizing Council action:</b> 4/14/15(o), 2015-0342; 11/10/15(a), 2015-1112; 1/6/16(a), 2016-0010														
<b>RECOMMENDATION:</b> Approval of an Ordinance authorizing a \$2,482,628 third contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Homeless Services Program																
<b>Amount of Funding:</b>		\$1,857,628 - Emergency Solutions Grants \$ 525,000 - Community Development Block Grant \$ 100,000 - Homeless Housing and Services Program <b>\$2,482,628 - Total</b>		<b>Finance Budget:</b>												
<b>SOURCE OF FUNDING:</b> <input type="checkbox"/> General Fund <input checked="" type="checkbox"/> Grant Fund <input type="checkbox"/> Enterprise Fund Emergency Solutions Grants (ESG) – Fund 5000 Community Development Block Grant (CDBG) – Fund 5000 Homeless Housing and Services Program (HHSP) – Fund 5030																
<b>SPECIFIC EXPLANATION:</b>																
<p>The Housing and Community Development Department (HCDD) recommends approval of a third contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Homeless Services Program (HSP). The City will grant Child Care Council of Greater Houston Inc. up to \$2,482,628 total in Community Development Block Grant (CDBG), Emergency Solutions Grants (ESG), and Homeless Housing and Services Program (HHSP) funds to provide services to approximately 2,046 homeless or near homeless individuals.</p> <p>The Homeless Services Program is designed to address the needs of families who are homeless or at risk of becoming homeless. Homeless Services Program activities include: emergency shelter for individuals, families and victims of domestic violence, food, street outreach, medical and mental health services, assistance in obtaining permanent housing, assistance in obtaining services or benefits, and assistance with short-term rent and utility payments to prevent eviction or termination of services.</p> <p>Child Care Council of Greater Houston Inc. will provide the following administrative services: selection of nonprofit HSP providers through a Request for Proposal (RFP) process, negotiating contracts with selected providers, processing reimbursement requests, monitoring providers for performance and compliance with HUD and TDHCA regulations, and providing technical assistance and training. The City will fund 100% of the costs for this program.</p>																
<table border="1"> <thead> <tr> <th>Category</th> <th>Contract Amount</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>\$497,070</td> <td>20%</td> </tr> <tr> <td>Program Services</td> <td>\$1,985,558</td> <td>80%</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$2,482,628</b></td> <td><b>100.00%</b></td> </tr> </tbody> </table>					Category	Contract Amount	Percentage	Administration	\$497,070	20%	Program Services	\$1,985,558	80%	<b>Total</b>	<b>\$2,482,628</b>	<b>100.00%</b>
Category	Contract Amount	Percentage														
Administration	\$497,070	20%														
Program Services	\$1,985,558	80%														
<b>Total</b>	<b>\$2,482,628</b>	<b>100.00%</b>														
<p>HCDD conducted a Request for Proposals for Homeless Services Program administrative services for fiscal year 2015, with a one-year renewal option for fiscal year 2016. Child Care Council of Greater Houston Inc. was selected as Administrative Agency. This third contract amendment exercises the renewal option for fiscal year 2016, and provides funding for a 12-month period from April 1, 2016 - March 31, 2017.</p> <p>This item was presented to the Housing and Community Affairs Committee on March 1, 2016.</p> <p>NR:JN: MB:RLJ</p> <p>cc: Legal Department, Mayor's Office, City Secretary, Finance Department</p>																
<b>REQUIRED AUTHORIZATION</b>																
<b>Finance Director:</b>		<b>Other Authorization:</b>		<b>Other Authorization:</b>												

**SUBJECT:** An Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Child Care Program

<b>Category</b>	<b>Page</b> 1 of 1	<b>Agenda Item #</b> <i>III. b.ii.</i>
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<b>FROM:</b> Neal Rackleff, Director Housing and Community Development Department	<b>Origination Date</b> 2/4/16	<b>Agenda Date</b>
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<b>DIRECTOR'S SIGNATURE:</b>	<b>Council Districts affected:</b> All
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<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282	<b>Date and identification of prior authorizing Council action:</b> 4/14/15 (o), 2015-0341
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**RECOMMENDATION:** Approval of an Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Child Care Program

<b>Amount of Funding</b>  \$410,000	<b>Finance Budget:</b>
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**SOURCE OF FUNDING:**       General Fund       Grant Fund       Enterprise Fund  
 Community Development Block Grant (CDBG) – Fund 5000

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a first contract between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Child Care Program (CCP).

The Child Care Program provides quality child care services and parental development to low- and moderate-income families. The program will serve 75 families.

Child Care Council of Greater Houston, Inc. will provide the following administrative services: selection of nonprofit CCP providers through a Request for Proposal process, negotiating contracts with selected providers, processing reimbursement requests, monitoring providers for performance and compliance with HUD regulations, and providing technical assistance. This grant funds 100% of the costs for this program.

Category	Contract Amount	Percentage
Administration	\$82,000	20%
Program Services	\$328,000	80%
<b>Total</b>	<b>\$410,000</b>	<b>100%</b>

HCDD conducted a Request for Proposals for Child Care Program administrative services for fiscal year 2015, with a one-year renewal option for fiscal year 2016. Child Care Council of Greater Houston Inc. was selected as Administrative Agency. This first contract amendment exercises the option for fiscal year 2016, and provides funding for a 12-month period from April 1, 2016 - March 31, 2017.

This item was presented to the Housing and Community Affairs Committee on March 1, 2016.

NR:JN:MB:RLJ

cc: Legal Department,  
 Mayor's Office,  
 City Secretary,  
 Finance Department

**REQUIRED AUTHORIZATION**

<b>Finance Director:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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**SUBJECT:** An Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Juvenile Delinquency Prevention Program

**Category**

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1 of 1

**Agenda Item**  
# *III.b.iii.*

**FROM:**  
Neal Rackleff, Director  
Housing and Community Development Department

**Origination Date**  
2/4/16

**Agenda Date**

**DIRECTOR'S SIGNATURE:**

**Council Districts affected:**  
All

**For additional information contact:** Roxanne Lawson  
**Phone:** 832-394-6282

**Date and identification of prior authorizing Council action:** 4/14/15 (o), 2015-0343

**RECOMMENDATION:** Approval of an Ordinance authorizing a \$410,000 first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Juvenile Delinquency Prevention Program

**Amount of Funding**  
**\$410,000**

**Finance Budget:**

**SOURCE OF FUNDING:**         General Fund         Grant Fund         Enterprise Fund  
**Community Development Block Grant (CDBG) – Fund 5000**

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a first contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. to administer the City's Juvenile Delinquency Prevention Program (JDP).

The purpose of the JDP program is to deter delinquency for at-risk youths or to prevent further delinquency from youths who are status offenders. The JDP services include substance abuse deterrence and treatment, adolescent health education, educational services designed to prevent/decrease school drop-out, youth employability programs, whole family functioning, prevention of gang membership, and cultural enrichment and recreational activities. The program will provide services for 2,829 youths.

Child Care Council of Greater Houston Inc. will provide the following administrative services: selection of nonprofit JDP providers through a Request for Proposal process, negotiating contracts with selected providers, processing reimbursement requests, monitoring providers for performance and compliance with HUD regulations, and providing technical assistance. This grant funds 100% of the costs for this program.

Category	Contract Amount	Percentage
Administration	\$82,000	20%
Program Services	\$328,000	80%
<b>Total</b>	<b>\$410,000</b>	<b>100%</b>

HCDD conducted a Request for Proposals for Juvenile Delinquency Prevention Program administrative services for fiscal year 2015, with a one-year renewal option for fiscal year 2016. Child Care Council of Greater Houston Inc. was selected as Administrative Agency. This first contract amendment exercises the option for fiscal year 2016, and provides funding for a 12-month period from April 1, 2016 - March 31, 2017.

This item was presented to the Housing and Community Affairs Committee on March 1, 2016.

NR:JN:MB:RLJ

cc: Legal Department  
Mayor's Office  
City Secretary  
Finance Department

**REQUIRED AUTHORIZATION**

<b>Finance Director:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>
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## REQUEST FOR COUNCIL ACTION

16-SEARCH - HHSP

**SUBJECT:** An Ordinance authorizing a \$550,000 contract between the City of Houston and SEARCH Homeless Services for the operation of a housing case management and support services program for homeless individuals

Category #

Page  
1 of 1Agenda Item #  
III.b,iv.**FROM:**

Neal Rackleff, Director  
Housing and Community Development Department

Origination Date

1/15/16

Agenda Date

**DIRECTOR'S SIGNATURE:**

Council District(s) affected:  
All

For additional information contact: Roxanne Lawson  
Phone: 832-394-6282

Date and identification of prior authorizing  
Council action: N/A

**RECOMMENDATION:** Approval of an Ordinance authorizing a \$550,000 contract between the City of Houston and SEARCH Homeless Services for the operation of a housing case management and support services program for homeless individuals

**Amount of Funding:**

\$ 380,000 - Homeless Housing and Services Program  
\$ 170,000 - Community Development Block Grant  
\$ 550,000 - Total

Finance Budget:

**SOURCE OF FUNDING**

[ ] General Fund

[ X ] Grant Fund

[ ] Enterprise Fund

Homeless Housing and Services Program (HHSP) – Fund 5030  
Community Development Block Grant – Fund 5000

**SPECIFIC EXPLANATION:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and SEARCH Homeless Services providing \$550,000 for the operation of a housing case management and support services program for 155 homeless or previously homeless individuals housed at various apartment complexes. Services will include housing navigator and case management support to guide homeless persons from the streets to permanent housing, and move-in cost assistance to help homeless persons secure available permanent housing. The grant provides 53% of the funding for this program.

Category	Total Contract Amount	Percent
Administrative	\$0	0%
Program Costs	\$550,000	100%
<b>Total</b>	<b>\$550,000</b>	<b>100%</b>

HCDD conducted a Request for Proposal (RFP) for Public Services contracts for fiscal year 2016. SEARCH was one of the agencies selected. This Ordinance will approve the contract period from April 1, 2016 – March 31, 2017. SEARCH has been funded by the City in various contracts since 2000.

The Housing and Community Affairs Committee reviewed this item on March 1, 2016.

NR:JN:MNB:RLJ

cc: Legal Department  
Mayor's Office  
City Secretary  
Finance Department

**REQUIRED AUTHORIZATION**

Finance Director:

Other Authorization:

Other Authorization: