



## 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, July 19, 2016 10:00 AM  
City Hall Chambers

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

#### I. Single-Family Home Repair Program

For review and possible authorization:

- a) A Presentation - Minor Critical Emergency Home Repair Program with Rebuilding Together Houston

Presentation:

- Tom McCasland, Interim Director, Housing and Community Development Department
- Rebuilding Together Houston

#### II. Planning & Grants Management

For review and possible authorization:

- a) Extension of EDI Grant/Section 108 Loan Guarantee - (All Districts) - An Ordinance authorizing extension of the HUD-financed Economic Development Initiative (EDI) grant / Section 108 Loan Guarantee

Presentation:

- Tom McCasland, Interim Director, Housing and Community Development Department
- Brenda Scott, Deputy Director

**III. Special Item**

For review and possible authorization:

- a) Special Advisor to Mayor for Homeless Initiatives - (All Districts) - An Ordinance approving a contract not to exceed \$72,711.50 with the Houston Downtown Management District to fund the position of Special Advisor to the Mayor for Homeless Initiatives and Community Transformation

Presentation:

- Tom McCasland, Interim Director, Housing and Community Development Department
- Melody Barr, Deputy Assistant Director

**IV. FYI ONLY – Memorial Day 2015 Flood Grant – Items Being Advanced by Strategic Purchasing Division**

For review and possible authorization:

- a) Contract Through Interlocal Agreement for Cooperative Purchasing with HORNE LLC for Planning Services, \$313,430, TIRZ Fund 2409
- b) Contract Through Interlocal Agreement for Cooperative Purchasing with Tetra Tech Inc. for Planning and Engineering Services, \$258,300, TIRZ Fund 2409

Presentation:

- Tom McCasland, Interim Director, Housing and Community Development Department
- Brenda Scott, Deputy Director

**V. 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.

**VI. Director's Comments**

Tom McCasland, Interim Director, Housing and Community Development Department

TO: Mayor via City Secretary

### REQUEST FOR COUNCIL ACTION

<b>SUBJECT:</b> An Ordinance authorizing extension of the HUD-financed Economic Development Initiative (EDI) grant / Section 108 Loan Guarantee		<b>Category #</b>	<b>Page 1 of 1</b>	<b>Agenda Item #</b> <i>IIa</i>
<b>FROM (Department or other point of origin):</b> Brenda Scott, Acting Director Housing and Community Development Department		<b>Origination Date</b> 06/09/16	<b>Agenda Date</b> 07/27/2016	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council District(s) affected:</b> All Districts		
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282		<b>Date and identification of prior authorizing Council action:</b> 03/29/1995 (O) 1995-0349; 09/23/1997 (O) 1997-1167; 01/07/2007 (O) 2007-0176; 08/08/2012 (O) 2012-0699; 06/11/2014 (O) #2014-0572		
<b>RECOMMENDATION: (Summary)</b> Approval of an Ordinance authorizing extension of the HUD-Financed Economic Development Initiative (EDI) grant / Section 108 Loan Guarantee				
<b>Amount of Funding:</b> No Funding			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING</b> <input type="checkbox"/> General Fund <input type="checkbox"/> Grant Fund <input type="checkbox"/> Enterprise Fund <input type="checkbox"/> Other				
<b>SPECIFIC EXPLANATION:</b> HCDD is requesting the extension of its Economic Development Initiative (EDI) grant / Section 108 loan guarantee to 8/31/2019. The EDI grant / Section 108 loan guarantee, funded by the U.S. Department of Housing and Urban Development (HUD), allows for investment of federal EDI grant funds within the defined area called Enhanced Enterprise Community (EEC). Houston's EEC encompasses downtown and parts of Midtown, Near Northside, East End, and Fourth, Fifth, and Sixth Wards.  EDI grants can only be awarded in the EEC for Houston. EDI projects must also contain Section 108 loan guarantees of at least 25%. When there is no EDI grant, the loan funds can be used for projects outside the EEC.  The EDI grant / Section 108 loan guarantee has previously funded such projects as the Crown Plaza, Rice Lofts and Magnolia Hotel. Most recently, the downtown JW Marriott Hotel received such funding and repaid the Section 108 loan within 12 months of opening.  In applying for an extension to the EDI / Section 108 contract, which expires on Aug. 31, 2016, HCDD is required by HUD to list broader activities and more specific uses for funds. HCDD requests Council approve the following activities and uses:  <ul style="list-style-type: none"> <li>• Six activities: Micro Enterprise Loan Program, Revolving Loan Program, Special Development Project Fund, Public Facilities (except for buildings of the general conduct of government), Single Family Rehabilitation and Replacement Program, and Multifamily Housing Program.</li> <li>• Specific uses: payment of interest on obligations guaranteed through the Section 108 program (§570.703(c)); payment of costs associated with private sector financing of debt obligations guaranteed under Section 108 (§570.703(g)); economic development activities (§570.703(i)); debt service reserve to be used in accordance with requirements specified in Contract for Loan guarantee assistance (§570.703(k)); and acquisition, construction, reconstruction, rehabilitation, or historic preservation, or installation of public facilities (except for buildings of the general conduct of government) (§570.703(l)).</li> </ul> HCDD published a 30-day public notice in the Houston Chronicle on Monday, June 13, 2016. To date, no comments have been received.  The Housing and Community Affairs Committee reviewed this item on July 19, 2016.  BS:DS:PC cc: City Secretary    Legal Department    City Attorney    Finance Department Attachment				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Director:</b>		<b>Other Authorization:</b>		<b>Other Authorization:</b>

TO: Mayor via City Secretary

**REQUEST FOR COUNCIL ACTION**

<b>SUBJECT:</b> An Ordinance approving a contract not to exceed \$72,711.50 with the Houston Downtown Management District to fund the position of Special Advisor to the Mayor for Homeless Initiatives and Community Transformation		<b>Category #</b>	<b>Page 1 of 2</b>	<b>Agenda Item #</b> <i>III a.</i>
<b>FROM:</b> Tom McCasland, Interim Director Housing and Community Development Department		<b>Origination Date</b> 07/12/16	<b>Agenda Date</b>	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council Districts affected:</b> All		
<b>For additional information contact:</b> Roxanne Lawson Phone: 832-394-6282		<b>Date and identification of prior authorizing Council action:</b>		
<b>RECOMMENDATION:</b> Approval of a contract not to exceed \$72,711.50 with the Houston Downtown Management District to fund the position of Special Advisor to the Mayor for Homeless Initiatives and Community Transformation				
<b>Amount of Funding:</b> \$72,711.50			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING:</b> [ ] General Fund [ ] Grant Fund [ ] Enterprise Fund [ X ] Other Tax Increment Reinvestment Zone Funds (2409)				
<b>SPECIFIC EXPLANATION:</b>				
<p>The Housing and Community Development Department (HCDD) recommends City Council approve a one-year contract in an amount not to exceed \$72,711.50 of Tax Increment Reinvestment Zone Affordable Housing funds with the Houston Downtown Management District (the District) for the services of a Special Advisor to the Mayor for Homeless Initiatives and Community Transformation.</p> <p>The District will contract with the Corporation for Supportive Housing (CSH) to provide a Special Advisor to the Mayor for Homeless Initiatives and Community Transformation and related consultant services on behalf of the City. Under the contract, the City and the District will each pay half of the costs for services from the Special Advisor and other CSH professional staff working on behalf of the City.</p> <p>The Special Advisor will work with the Mayor, City Council, City Departments and other stakeholders, including private entities and non-profit organizations, to carry out a variety of duties such as:</p> <ul style="list-style-type: none"> <li>• Provide ongoing federal liaison activities, including representing the City and greater Houston community on the National Alliance to End Homelessness Leadership Council and the United States Interagency Council on Homelessness</li> <li>• Deliver technical expertise to the Special Assistant for Homeless Initiatives and Community Transformation</li> <li>• Support efforts to secure private resources for the Permanent Supportive Housing (PSH) Capital Gap Fund</li> <li>• Provide high-level oversight and project management, in partnership with the Coalition for the Homeless of Houston/Harris County, of the initiative to end chronic homelessness</li> <li>• Provide high-level support for implementation of the PSH Service Model expansion and sustainability plan including: <ul style="list-style-type: none"> <li>• Securing private resources to match State service funds</li> <li>• Negotiating with the State Health and Human Services Commission to fund Houston's PSH service model <ul style="list-style-type: none"> <li>▪ Supporting implementation among Managed Care Organizations, healthcare systems, and service partners</li> </ul> </li> <li>• Hosting Social Transformation Labs and other events to showcase and refine Houston's collective impact success and transformation formula, including expansion of the formula to new social service sectors within Houston</li> <li>• Providing consulting services to other cities on the Houston model</li> <li>• Seizing and cultivating new opportunities to connect systems and resources within Houston and across the country to support homelessness prevention and community transformation</li> </ul> </li> </ul> <p>CSH will provide additional consulting services in support of The Way Home's Plan to End Homelessness as follows:</p> <ul style="list-style-type: none"> <li>• Project Management for implementation of new PSH units</li> <li>• Quality assurance activities for PSH and Rapid Rehousing</li> <li>• Project Management of the PSH Service Model expansion and sustainability work groups</li> </ul> <p>This item was reviewed by the Housing and Community Affairs Committee on July 19, 2016.</p> <p>TM: RL: JK</p> <p>cc: City Secretary, Mayor's Office, Finance, Legal</p>				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Director:</b>		<b>Other Authorization:</b> Andrew F. Icken		<b>Other Authorization:</b>

TO: Mayor via City Secretary

REQUEST FOR COUNCIL ACTION

<b>SUBJECT:</b> A Motion to use the Interlocal Agreement for Cooperative Purchasing with the Texas Multiple Award Schedule (TXMAS) to procure consulting services from TXMAS contractor HORNE LLC, and authorization to issue a purchase order for said services in an amount not to exceed \$313,430 for planning activities required of the City to receive the \$66.56 million Disaster Recovery grant awarded by the U.S. Department of Housing and Urban Development	<b>Category #</b>	<b>Page 1 of 1</b>	<b>Agenda Item #</b> IV.a.
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<b>FROM (Department or other point of origin):</b> Strategic Purchasing	<b>Origination Date</b> 06/27/16	<b>Agenda Date</b> 07/27/2016
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<b>DIRECTOR'S SIGNATURE:</b>	<b>Council District(s) affected:</b>
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<b>For additional information contact:</b> <b>Phone:</b>	<b>Date and identification of prior authorizing Council action:</b>
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**RECOMMENDATION: (Summary)** Approval of a Motion to use the Interlocal Agreement for Cooperative Purchasing with the Texas Multiple Award Schedule (TXMAS) to procure consulting services from TXMAS contractor HORNE LLC, and authorization to issue a purchase order for said services in an amount not to exceed \$313,430 for planning activities required of the City to receive the \$66.56 million Disaster Recovery grant awarded by the U.S. Department of Housing and Urban Development

<b>Amount of Funding:</b> \$313,430	<b>Finance Budget:</b>
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**SOURCE OF FUNDING**     General Fund     Grant Fund     Other

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

**SPECIFIC EXPLANATION:** The Housing and Community Development Department (HCDD) recommends purchasing services from Texas Multiple Award Schedule (TXMAS) contractor HORNE LLC in an amount not to exceed \$313,430. HORNE will assist in developing the Action Plan required for the City to receive \$66.56 million in federal grant funds for Memorial Day 2015 flood recovery.

On June 17, 2016, notice was published in the Federal Register stating that the City of Houston is the recipient of \$66.56 million in Community Development Block Grant – Disaster Recovery (CDBG-DR) funds from the U.S. Department of Housing and Urban Development (HUD). Pursuant to the regulatory requirements governing the grant, the City is required to submit an Action Plan to HUD by September 21, 2016 detailing the use and administration/oversight of the funds.

It is HCDD's desire to use TXMAS contractor HORNE to assist in developing the comprehensive Action Plan and any amendments necessary to set forth the specific plan for how the City will use this funding to help Houstonians recover from the floods and improve resiliency. To facilitate the procurement process in light of the aggressive timeline, HCDD and the City Purchasing Agent recommend purchasing HORNE services through the Interlocal Agreement for Cooperative Purchasing with TXMAS. This procurement process meets with federal procurement requirements and the City's MWBE guidelines.

HORNE will work at the direction of HCDD to conduct extensive outreach activities to persons living in the affected flood areas. HORNE will create a comprehensive Needs Assessment, compliant with the regulatory requirements, that reviews multiple sources of data surrounding housing, infrastructure, economic development and resiliency efforts in the impacted areas. Additionally, HORNE will provide a detailed CDBG-DR Action Plan compliant with the regulatory requirements associated with the grant and consistent with the strategic goals of the City of Houston, as well as perform other services mutually agreed upon between HORNE and HCDD as necessary to ensure compliance with the requirements of the grant.

Funding for this contract will initially be from TIRZ Affordable Housing funds, which will be reimbursed with CDBG-Disaster Recovery dollars when the grant is received.

BS:DS  
cc: City Secretary    Legal Department    City Attorney    Finance Department

REQUIRED AUTHORIZATION		
<b>Finance Director:</b>	<b>Other Authorization:</b>	<b>Other Authorization:</b>

TO: Mayor via City Secretary

### REQUEST FOR COUNCIL ACTION

<b>SUBJECT:</b> A Motion to use the Interlocal Agreement for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC) to procure consulting services from H-GAC contractor Tetra Tech Inc., and authorization to issue a purchase order for said services, in an amount not to exceed \$258,300 for engineering assessments and plans required for the City to receive the \$66.56 million Disaster Recovery grant awarded by the U.S. Department of Housing and Urban Development		<b>Category #</b>	<b>Page 1 of 1</b>	<b>Agenda Item #</b> IV. b.
<b>FROM (Department or other point of origin):</b> Strategic Purchasing		<b>Origination Date</b> 06/27/16	<b>Agenda Date</b> 07/27/2016	
<b>DIRECTOR'S SIGNATURE:</b>		<b>Council District(s) affected:</b>		
<b>For additional information contact:</b> Phone:		<b>Date and identification of prior authorizing Council action:</b>		
<b>RECOMMENDATION: (Summary)</b> Approval of a Motion to use the Interlocal Agreement for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC) to procure consulting services from H-GAC contractor Tetra Tech Inc., and authorization to issue a purchase order for said services in an amount not to exceed \$258,300 for engineering assessments and plans required for the City to receive the \$66.56 million Disaster Recovery grant awarded by the U.S. Department of Housing and Urban Development				
<b>Amount of Funding:</b> \$258,300			<b>Finance Budget:</b>	
<b>SOURCE OF FUNDING</b> <input type="checkbox"/> General Fund <input type="checkbox"/> Grant Fund <input checked="" type="checkbox"/> Other <b>Tax Increment Reinvestment Zone Affordable Housing Fund (Fund 2409)</b>				
<b>SPECIFIC EXPLANATION:</b> The Housing and Community Development Department (HCDD) recommends purchasing services from Houston-Galveston Area Council (H-GAC) contractor Tetra Tech Inc. in an amount not to exceed \$258,300. Tetra Tech will assist in engineering and planning activities required for the City to receive \$66.56 million in federal grant funds for Memorial Day 2015 flood recovery. On June 17, 2016, notice was published in the Federal Register stating that the City of Houston is the recipient of \$66.56 million in Community Development Block Grant – Disaster Recovery (CDBG-DR) funds from the U.S. Department of Housing and Urban Development (HUD). Pursuant to the regulatory requirements governing the grant, the City is required to submit an Action Plan to HUD by September 21, 2016 detailing the use and administration/oversight of the funds for flood recovery and resiliency activities. Various planning and engineering services are required to inform the City's Action Plan, and it is HCDD's desire to use H-GAC contractor Tetra Tech to assist with these services. To facilitate the procurement process in light of the aggressive timeline, HCDD and the City Purchasing Agent recommend purchasing Tetra Tech services through the Interlocal Agreement for Cooperative Purchasing with H-GAC. This procurement process meets with federal procurement requirements and the City's MWDB guidelines. Tetra Tech will work at the direction of HCDD to conduct an extensive assessment of floodplain issues in areas impacted during the 2015 Memorial Day flood. The company will provide reports regarding the feasibility and needs for various eligible activities that can be implemented under the grant to help alleviate future flooding issues in these areas. Funding for this contract will initially be from TIRZ Affordable Housing funds, which will be reimbursed with CDBG--Disaster Recovery dollars when the grant is received.				
BS:DS cc: City Secretary    Legal Department    City Attorney    Finance Department				
<b>REQUIRED AUTHORIZATION</b>				
<b>Finance Director:</b>		<b>Other Authorization:</b>		<b>Other Authorization:</b>