



Houston City Council
Housing and Community Affairs Committee

Mike Laster (Chair)

Robert Gallegos (Vice Chair)

Dwight A. Boykins - David W. Robinson - Michael Kubosh

Karla Cisneros - Mike Knox

Tuesday, March 20, 10:00 AM
City Hall Council Chambers

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

II. Public Services

- a) **Access Care of Coastal Texas**
Tenant-Based Rental Assistance; Short-Term Rent, Mortgage and Utilities Assistance; and Supportive Services, \$629,500.00 – Housing Opportunities for Persons with AIDS (HOPWA), (All Districts)
 - b) **Aids Foundation of Houston, Inc.**
Permanent Housing and Supportive Services, \$1,103,716.35 - HOPWA (All Districts)
 - c) **Association for the Advancement of Mexican Americans**
HIV/AIDS Supportive Services Program, \$215,000.00 - HOPWA (All Districts)
 - d) **Coalition for the Homeless of Houston**
Homeless Management Information System, \$80,000.00 – Emergency Solutions Grant (ESG) (All Districts)
 - e) **Goodwill Industries of Houston**
HIV/AIDS Supportive Services Program, \$175,000.00 - HOPWA (All Districts)
 - f) **The Montrose Center**
Tenant-Based Rental Assistance; Short-Term Rent, Mortgage and Utilities Assistance; and Supportive Services, \$1,198,000.00 - HOPWA (District C)
- Tom McCasland, Director, Housing and Community Development Department
 - Melody Barr, Deputy Assistant Director Housing and Community Development Department

III. Planning and Grants Management

- a) **2018 Annual Action Plan**
Authorization to submit to HUD the 2018 Action Plan for Community Development Block Grant (CDBG), HOME Investment Partnerships, HOPWA and ESG Funds (All Districts)

b) **Substantial Amendments to Annual Action Plans**

Authorization to amend several Annual Action Plans to add a new activity for Single-Family Development – CDBG (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Derek Sellers, Deputy Assistant Director Housing and Community Development Department

IV. Single Family

a) **Houston Land Bank**

Authorization to expand the Houston Land Bank’s scope to include strategic acquisitions within Complete Communities and disaster-impacted areas, \$5,000,000.00 - TIRZ (All Districts)

- Tom McCasland, Director, Housing and Community Development Department

V. Public Comments

VI. Director’s Comments

Tom McCasland, Director, Housing and Community Development Department



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 4/4/2018

All Districts

Item Creation Date: 2/26/2018

HCD18-29

Access Care of Coastal Texas, Inc.

Agenda Item#: II.a.

Summary:

LEGAL ONLY TO ENTER CAPTION HERE

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment between the City of Houston and Access Care of Coastal Texas, Inc. (ACCT) to extend the contract to April 30, 2019 and provide \$629,500.00 in Housing Opportunities for Persons with AIDS (HOPWA) funding for a project that provides (1) tenant-based rental assistance (TBRA); (2) short-term rent, mortgage, and utilities assistance (STRMU); and (3) supportive services for persons living with HIV/AIDS.

ACCT will provide TBRA, STRMU, and supportive services to a minimum of 95 low-income households. The City of Houston is the HOPWA Program administrator for multiple areas including Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller counties. Located in Galveston, ACCT provides rental subsidies to help participants at risk of becoming homeless obtain emergency and/or permanent housing assistance through its rental assistance programs with supportive services. Supportive services include case management, permanent housing placement services (PHPS), nutritional and transportation services. Housing assistance will be provided as follows: (1) TBRA for 50 households, (2) STRMU for 35 households, and (3) PHPS for 10 households of persons living with HIV/AIDS. The City of Houston provides approximately 65% of the costs for this HOPWA project.

Category	Contract Amount	Percent
Administrative	\$38,500.00	6%
Supportive Services	\$121,000.00	19%
Permanent Housing Placement Services	\$20,000.00	3%
Tenant-based Rental Assistance	\$350,000.00	56%
Short-term Rent, Mortgage and Utilities	\$100,000.00	16%
Total	\$629,500.00	100%

HCDD conducted a Request for Proposals for HOPWA contracts for fiscal year 2016. ACCT was one of the agencies selected. The original contract was from May 1, 2016 – April 30, 2017, and the first amendment extended the contract through April 30, 2018. The second amendment will extend the contract through April 30, 2019.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Amount of Funding

\$629,500.00

Housing Opportunities for Persons with AIDS (HOPWA) - Fund 5000

Prior Council Action:

5/4/2016 (O) 2016-0355

4/12/2017 (O) 2017-0258

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: HC 3/20/18

District ALL

Item Creation Date: 2/28/2018

HCD18-33 AIDS Foundation Houston, Inc.

Agenda Item#: II.b.

Summary:

LEGAL ONLY TO ENTER CAPTION HERE

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment to extend a contract with AIDS Foundation Houston, Inc. (AFH) to April 30, 2019 and provide up to \$1,103,716.35 in Housing Opportunities for Persons with AIDS (HOPWA) funds to finance the operation of three separate multi-unit residential facilities for persons living with HIV/AIDS.

AFH will provide permanent housing and support services across three (3) housing facilities, with a total of 75 housing units, to a minimum of 159 unduplicated low-income persons living with HIV/AIDS. Supportive services include, but are not limited to, case management, life skills training, nutritional services, and substance abuse and mental health counseling. Operating costs include property management, utilities, property insurance and other related costs. The City provides approximately 59% of the budget for this program.

Category	Total Contract Amount	Percent
Administrative	\$76,774.36	7.0%
Support Services	\$267,320.41	24.2%
Operations	\$759,621.58	68.8%
Total	\$1,103,716.35	100%

HCDD conducted a request for proposals for HOPWA contracts for fiscal year 2016. AFH was one of the agencies selected. The original contract was from May 1, 2016 – April 30, 2017, and the first amendment extended the contract through June 30, 2018. This amendment will extend the contract through April 30, 2019.

This item was reviewed by the Housing & Community Affairs Committee on March 20, 2018.

Tom McCasland, Director

Amount of Funding

\$1,103,716.35

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

Prior Council Action:

5/4/2016 (O) 2016-0354

3/8/2017 (O) 2017-0170

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: [Click here to enter a date](#)

District ALL

Item Creation Date: 2/26/2018

HCD18-31 Association for the Advancement of Mexican
Americans HOPWA Supportive Services Program

Agenda Item#: II.c.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment between the City of Houston and the Association for the Advancement of Mexican Americans (AAMA) providing \$215,000.00 of federal Housing Opportunities for Persons with AIDS (HOPWA) funds 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 30% of the cost of this program.

Category	Total Contract Amount	Percent
Administrative	\$15,045.00	7%
Supportive Services	\$199,955.00	93%
Total	\$215,000.00	100%

HCDD conducted a Request for Proposals for fiscal year 2016. AAMA was one of the providers selected. The original contract was April 1, 2016 - March 31, 2017, and the first amendment extended the contract through March 31, 2018. This amendment will extend the contract through March 31, 2019.

AAMA began receiving HOPWA funds through the City in 2014.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Prior Council Action:

03/30/16 (O) 2016-0230

03/22/17 (O) 2017-0197

Amount of Funding:

\$215,000.00

Housing Opportunities for Persons with AIDS (HOPWA) - Fund 5000

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: [Click here to enter a date](#)

District ALL

Item Creation Date: 3/5/2018

HCD18-34

Coalition for the Homeless of Houston/Harris County

Homeless Management Information System

Agenda Item#: II.d.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment between the City of Houston and the Coalition for the Homeless of Houston/Harris County, providing \$80,000.00 of Emergency Solutions Grant (ESG) funds for the operation and maintenance of the Homeless Management Information System (HMIS).

HMIS is a software application designed to record and store individual client data, including the types of services needed by Houston's homeless community. HMIS was developed in response to Congress' request for information on how agencies were spending appropriated federal homeless funds. All agencies receiving federal funds for homeless services are required to participate in HMIS. The City is contracting with the Coalition to comply with this requirement. ESG funds provide 11% of the funding for this project.

Category	Amount	Percentage
Program Administration	\$0.00	0%
Program Services	\$80,000.00	100%
Total	\$80,000.00	100%

The original contract period was May 1, 2016 - April 30, 2017, and the first amendment extended the contract through April 30, 2018. This amendment will extend the contract through April 30, 2019.

The Coalition began receiving ESG Funds for HMIS operation through the City in 2012.

This item was reviewed by the Housing and Community Affairs Committee on March 20, 2018.

Tom McCasland, Director

Prior Council Action:

05/04/16 (O) 2016-0353

03/22/17 (O) 2017-0196

Amount of Funding:

\$80,000.00

Emergency Solutions Grants (ESG) - Fund 5000

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: [Click here to enter a date](#)

District ALL

Item Creation Date: 2/26/2018

HCD18-32

Goodwill Industries of Houston

Housing Opportunities for Persons with AIDS (HOPWA)

Supportive Services Program

Agenda Item#: II.e.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment between the City of Houston and Goodwill Industries of Houston (Goodwill), providing \$175,000.00 of federal Housing Opportunities for Persons with AIDS (HOPWA) funds to finance the operation of a HOPWA supportive services program.

Goodwill will provide job-related services and supportive services to 250 HOPWA-eligible households. Supportive services include case management, educational services, life-skills training, job search skills training, and referral to other services. HOPWA funds are providing 63% of the cost of this program.

Category	Total Contract Amount	Percent
Administrative	\$0	0%
Supportive Services	\$175,000.00	100%
Total	\$175,000.00	100%

HCDD conducted a Request for Proposals (RFP) for fiscal year 2016. Goodwill was one of the providers selected. The original contract period was June 1, 2016 - May 31, 2017, and the first amendment extended the contract through May 31, 2018. This amendment will extend the contract through May 31, 2019.

Goodwill Industries of Houston began receiving HOPWA funds through the City in 2009.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Prior Council Action:

06/01/16 (O) 2016-0422

05/10/17 (O) 2017-0326

Amount of Funding:

\$175,000.00

Housing Opportunities for Persons with AIDS (HOPWA) - Fund 5000

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 4/11/2018

District C

Item Creation Date: 2/26/2018

HCD18-30

The Montrose Center

Agenda Item#: II.f.

Summary:

LEGAL ONLY TO ENTER CAPTION HERE

Background:

The Housing and Community Development Department (HCDD) recommends approval of a second contract amendment between the City of Houston and The Montrose Center (TMC) to extend the contract to April 30, 2019 and provide \$1,198,000.00 in Housing Opportunities for Persons with AIDS (HOPWA) funds for a project that provides (1) tenant-based rental assistance (TBRA); (2) short-term rent, mortgage, and utilities assistance (STRMU); and (3) supportive services for persons living with HIV/AIDS.

TMC will provide TBRA, STRMU, and supportive services to a minimum of 265 low-income households. Through its rental assistance programs, TMC provides rental subsidies and supportive services participants at risk of becoming homeless. Supportive services include permanent housing placement services (PHPS), case management, professional counseling and other supportive services. Housing assistance will be provided as follows: (1) TBRA for 55 households, (2) STRMU for 190 households, and (3) PHPS for 20 households of persons living with HIV/AIDS. The City of Houston provides approximately 22% of the costs for this HOPWA project.

Category	First Amendment	Percent
Administrative	\$15,000.00	1.25%
Supportive Services	\$195,000.00	16.28%
Supportive Services - PHPS	\$20,000.00	1.67%
TBRA	\$400,000.00	33.39%
STRMU	\$568,000.00	47.41%
Total	\$1,198,000.00	100%

HCDD conducted a request for proposals for HOPWA contracts for fiscal year 2016. TMC was one of the agencies selected. The original contract was from May 1, 2016 – April 30, 2017, and the first amendment extended the contract through April 30, 2018. The second amendment will extend the contract through April 30, 2019.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Amount of Funding

\$1,198,000.00

Housing Opportunities for Persons with AIDS (HOPWA) - Fund 5000

Prior Council Action:

5/4/2016 (O) 2016-0356

4/12/2017 (O) 2017-0257

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 4/18/2018

District ALL

Item Creation Date: 3/2/2018

HCD18-36

Authorizing submission of the 2018 Annual Action Plan

Agenda Item#: III.a.

Background:

The Housing and Community Development Department (HCDD) requests approval to submit the 2018 Annual Action Plan to the US Department of Housing and Urban Development (HUD). This plan includes an application for the Community Development Block Grant (CDBG), the HOME Investment Partnerships Grant (HOME), the Housing Opportunities for Persons with AIDS Grant (HOPWA), and Emergency Solutions Grant (ESG) program funds to be received from HUD. The application estimates a total of \$39,172,745.00 in federal funds and \$251,443.00 in program income to be used to benefit income-eligible residents during the HUD Program Year (July 1, 2018 – June 30, 2019). The 2018 Annual Action Plan is the fourth Annual Action Plan of the 2015-2019 Consolidated Plan.

To date, HUD has not announced allocation amounts for the upcoming HUD Program Year. Therefore, allocation amounts listed are estimates. Once the allocation amounts are announced, the proposed dollar amounts for each budget activity will be adjusted using the percentages listed in the table below. The 2018 Annual Action Plan will not be submitted until HUD announces funding allocations.

Funding priorities include affordable home development, supportive services, infrastructure/neighborhood facilities, and economic development. The goal of the Annual Action Plan is to promote strategies that will 1) enhance quality of life, 2) expand homeownership opportunities, 3) foster community economic development, 4) preserve and expand the supply of affordable homes, 5) promote fair housing, 6) provide assistance to persons affected by HIV/AIDS, 7) reduce homelessness, and 8) revitalize communities. The format and information presented in the 2018 Annual Action Plan are based on federal guidance and requirements.

HCDD recommends that the City's estimated allocation of \$21,813,000.00 in CDBG funds and \$156,500.00 in projected program income be distributed among the following categories:

Community Development Block Grant		
Public Facilities and Improvements	\$380,000.00	1.7%
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	\$3,183,698.00	14.5%
ESG Match	\$500,000.00	2.2%
Single Family Home Repair	\$4,300,000.00	19.6%
Single Family Home Development	\$4,803,772.00	21.9%
Homeownership Assistance	\$1,400,000.00	6.4%
Multifamily Home Repair and Development	\$200,000.00	0.9%
Economic Development	\$200,000.00	0.9%
Code Enforcement	\$2,608,830.00	11.9%
Program Administration	\$4,393,200.00	20.0%
TOTAL	\$21,969,500.00	100%

The strategy for HOME funds remains one of increasing the availability of affordable rental units and expanding opportunities for homeownership. HCDD recommends that the City's estimated allocation of \$6,699,400.00 in HOME funds and \$94,943.00 of projected program income be distributed among the following categories:

HOME Investment Partnerships Grant		
Multifamily Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	\$4,909,999.00	72.3%
Single Family Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	\$1,204,910.00	17.7%
Program Administration	\$679,434.00	10.0%
TOTAL	\$6,794,343.00	100%

HCDD recommends that the City's estimated allocation of \$8,687,055.00 in HOPWA grant funds for the 2018-2019 program year be distributed among the following activities:

Housing Opportunities for Persons with AIDS Grant		
Operating Costs	\$1,820,000.00	21.0%
Supportive Services	\$2,500,000.00	28.8%
Project or Tenant-based Rental Assistance	\$2,000,000.00	23%
Short-Term, Rent, Mortgage & Utility Assistance	\$2,106,444.00	24.2%
Grantee Administration	\$260,611.00	3.0%
TOTAL	\$8,687,055.00	100%

HCDD recommends that the City's estimated allocation of \$1,973,290.00 in Emergency Solutions Grant funds be used for the following activities:

Emergency Solutions Grant		
Homeless Management Information Systems (HMIS)	\$79,200.00	4.0%
Emergency Shelter	\$656,368.00	33.3%
Homeless Prevention	\$396,196.00	20.1%
Rapid Re-Housing	\$693,530.00	35.1%
Administration	\$147,996.00	7.5%
TOTAL	\$1,973,290.00	100%

HCDD has solicited public input in the development of the 2018 Annual Action Plan. HCDD also developed and distributed written information on these federal grants and sponsored four public hearings (two in the fall and two in the spring).

As stipulated by federal regulations and in conformity with the Citizen Participation Plan, residents have 30 days to comment on the proposed 2018 Annual Action Plan before it is approved by City Council. The 30-day review period extended from March 13, 2018 through April 12, 2018.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Amount of Funding

\$39,172,745 (to be received from HUD)

Choose an item.

Prior Council Action:

7/19/2017

(O) 17-516

4/27/2016

(O) 16-340

4/15/2015

(O) 15-338

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 4/4/2018

District ALL

Item Creation Date: 3/2/2018

HCD18-37

Substantial Amendment for Economic
Development Activities and New Construction Activities

Agenda Item#: III.b.

Summary:

LEGAL ONLY TO ENTER CAPTION HERE

Background:

The City of Houston (City), through its Housing and Community Development Department (HCDD), requests approval of substantial amendments adjusting the Community Development Block Grant (CDBG) program budgets for the code enforcement, public facilities, economic development, and multifamily housing activities, and adding a new activity for single family development under the 2013, 2015, 2016 and 2017 Annual Action Plans (Plans).

In accordance with HUD’s Citizen’s Participation Plan, the City is required to amend components of its Consolidated Plan/Annual Action Plan for a variety of reasons, including when a reallocation of funds increases or decreases the budget of an activity by more than 25% or when an activity is added or deleted from the Plans. The proposed amendments total \$7,745,086.87 in previously unallocated CDBG funds. New construction activity was granted under a waiver provided to HCDD from the U.S. Department of Housing and Urban Development. The waiver is in effect until June 2019, and it enables the City to undertake single-family development that is essential for residents affected by Hurricane Harvey.

Community Development Block Grant (CDBG)		
Activity	Delete/Decrease	Add/Increase
The Program Year 2013 Budget is Amended as follows:		
Multifamily Housing	\$252,065.98	
Neighborhood Facilities	\$60,105.00	
*Single Family Development - New Construction		\$312,170.98
The Program Year 2015 Budget is Amended as follows:		
Multifamily Housing	\$8,633.97	
*Single Family Development - New Construction		\$8,633.97
The Program Year 2016 Budget is Amended as follows:		
Code Enforcement	\$10,219.92	
Multifamily Housing	\$75,000.00	
Neighborhood Facilities	\$2,941,212.00	
*Single Family Development - New Construction		\$3,026,431.92

The Program Year 2017 Budget is Amended as follows:		
Neighborhood Facilities	\$4,397,850.00	
Economic Development		\$900,000.00
*Single Family Development - New Construction		\$3,497,850.00
Total CDBG Budget Changes:	\$7,745,086.87	\$7,745,086.87

* indicates new activity for the Plan year

This item was reviewed by the Housing Committee on March 20, 2018.

Tom McCasland, Director

Amount of Funding

Not Applicable
Choose an item.

Prior Council Action:

4/24/2013
(O) 2013-353

04/15/2015
(O) 2015-338

04/27/2016
(O) 2016-340

07/19/2017
(O) 2017-516

Contact Information:

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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: TBD

District ALL

Item Creation Date: 3/9/2018

HCD18-35 Houston Land Bank

Agenda Item#: IV.a.

Background:

The Housing and Community Development Department (HCDD) recommends City Council approval of a Land Assembly Grant Agreement between the City of Houston and the Houston Land Bank (formerly known as LARA) granting \$5,000,000.00 in TIRZ 2409 funds for the acquisition of properties associated with the Complete Communities and disaster recovery initiatives.

Previously, the Houston Land Bank (HLB) focused on acquiring tax-delinquent land parcels, often neighborhood eyesores and magnets for crime, and selling them at a reduced cost to developers of affordable homes. To date, HLB efforts have led to the acquisition of over 1,210 parcels in neighborhoods with high concentrations of abandoned and vacant lots and to the new construction of over 351 affordable homes. These new homes have returned over \$42,962,294 worth of total market value to the tax rolls.

To further support the Mayor's priorities of increased single-family home development and Complete Communities, HLB proposes expanding its scope beyond the acquisition of tax delinquent properties to include strategic acquisitions within Complete Communities and disaster-impacted areas. This appropriation will create a revolving fund restricted to the acquisition and maintenance of additional properties. In the event the funds are not used for their intended purpose, HLB will return any unused or ineligibly spent funds to the City of Houston.

The Housing and Community Affairs Committee reviewed this item on March 20, 2018.

Tom McCasland, Director

Amount of Funding:

\$5,000,000.00

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

Contact Information:

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