



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 – Martha Castex-Tatum

Tuesday, September 18, 10:00 AM
City Hall Council Chambers

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

II. Disaster Recovery

a) Outreach, Intake and Case Management Services

The Housing & Community Development Department (HCDD) recommends Council approval of a \$27,374,254.00 CDBG-DR 17 contract for Outreach, Intake and Case Management Services (OICM) for HCDD's state and federally funded housing programs. (All Districts)

b) Information Management System for Disaster Recovery

HCDD recommends Council approval of an ordinance awarding a contract in an amount not to exceed \$1,640,000.00 for an Information Management System (IMS) to serve as the system of record for CDBG-DR program information. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Lisa Kent, Chief Information Officer and Director, HITS

III. Planning & Grants Management

a) CDBG Substantial Amendment

HCDD recommends Council approval to amend the Community Development Block Grant (CDBG) Program Summary Budgets totaling \$2,031,295.29 under the 2008, 2010 and 2014 Annual Action Plans. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Kennisha London, Administration Manager, Housing and Community Development Department

IV. Public Services

a) Acceptance of Homeless Housing and Services Program (HHSP) Grant

HCDD recommends Council approval of a contract between the City of Houston and the Texas Department of Housing and Community Affairs (TDHCA) accepting a \$1,320,816.00 grant of HHSP funds for activities designed to eliminate and/or prevent homelessness. (All Districts)

b) SEARCH Homeless Services, Inc.

HCDD recommends Council approval of a contract between the City of Houston and SEARCH, providing \$390,000.00 in HHSP and \$360,000.00 in TIRZ funds for a Homeless Services Program. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Melody Barr, Division Manager, Housing and Community Development Department

V. Multifamily

a) Park Yellowstone

HCDD recommends Council approval of an Ordinance authorizing \$4,600,000.00 in the form of CDBG-DR2 funds for the acquisition and rehabilitation of a 210-unit multifamily property at 3322 Yellowstone Boulevard Houston, Texas. (District D).

b) St. Elizabeth Place

HCDD recommends Council approval of an Ordinance authorizing a \$4,250,000.00 loan utilizing Community CDBG-DR funds for the construction of an 85-unit multifamily property at 4514 Lyons Ave., Houston, Texas. (District B).

- Tom McCasland, Director, Housing and Community Development Department
- Ryan Bibbs, Division Manager, Housing and Community Development Department

VI. Single Family

a) Revisions to the Homebuyer Assistance (HAP) Guidelines

HCCD recommends Council approval to amend ordinance No. 2016-911 for the Fourth Amended and Restated Homebuyer Assistance Guidelines to increase the subsidy to \$30,000.000 and decrease the homebuyer's contribution to \$350.00. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Brandi Sullivan, Administrative Manager, Housing and Community Development Department

VII. Finance

a) Tax Increment Reinvestment Zone (TIRZ) Appropriation

HCCD requests Council appropriation of \$17,945,800.88 of TIRZ Affordable Housing Funds to build single-family and multifamily affordable homes, as well as to administer HCDD's affordable home activities. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Ellen Eudy, Chief Financial Officer, Housing and Community Development Department

VIII. Public Comments

IX. Director's Comments

Tom McCasland, Director, Housing and Community Development Department

Request for Proposal for S67-T26599 received on May 29, 2018 Approve an ordinance awarding a contract to ICF Incorporated, LLC for a total not to exceed \$27,374,254 for Outreach, Intake and Case Management Services for housing programs for the Housing and Community Development Department (HCDD).

Specific Explanation

The Director of the Housing and Community Development Department and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a one-year contract with two one-year options, to ICF Incorporated, LLC, in an amount not to exceed \$27,374,254 for Outreach, Intake and Case Management Services for the Housing and Community Development Department. The Director of Housing and Community Development Department and/or the Chief Procurement Officer may terminate the contract at any time upon thirty-days written notice to the contractor.

The scope of work requires the contractor to, under direction from HCDD staff, provide comprehensive outreach, intake and case management services for housing programs developed for Hurricane Harvey recovery, to maximize the number of eligible applicants to the programs. Services include outreach and marketing, Applicant surveys, intake services, case management during the application process, and limited legal services for owners and renters residing within the City of Houston. The contractor is required to bring on a local non-profit firm to handle at least 25% of the work.

The Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws. The solicitation document was posted on the Strategic Procurement Division's e-bidding website and, as a result proposals were received from: IEM/MPACT, ICF Incorporated, LLC and HGI Catastrophe Services, LLC. The Evaluation Committee consisted of members from the Housing and Community Development Department.

The proposals were evaluated based on the following criteria:

1. Responsiveness of Proposal
2. Technical Competence
3. Price Proposal
4. References

ICF Incorporated, LLC received the highest overall score and was deemed to be the best qualified consultant to perform the requirements as outlined in the RFP.

MWBE Subcontracting:

The RFP solicitation was advertised with 24% goal for MWBE participation, and ICF Incorporated, LLC has exceeded this goal by proposing to award 57.27% of the contract to MWBE certified subcontractors as indicated below.

NAME	TYPE OF SERVICE	AMOUNT	PERCENTAGE
Barry Barnes & Associates	Limited Legal Services	TBD	TBD
Entre Strategic Partners	Government liaison	TBD	0.07%
Employment & Training Centers	Temporary Staffing Services	TBD	27.51%
Lane Staffing	Temporary Staffing Services	TBD	26.08%
Outreach Strategists	Outreach and marketing	TBD	3.61%
PPG Global, LLC	Document Control, Record Management, Staff Augmentations	TBD	3.57% (Not Certified)
TLC Engineering	Engineering Services	TBD	TBD
United Engineers	Engineering services		

Pay or Play Program:

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor will provide health benefits to eligible employees in compliance with City policy.

Fiscal Note:

Funding for this item is included in the FY 2019 Budget. Therefore, no Fiscal Note is required as stated in the Financial Policy Ord. 2014-1078.

Jerry Adams, Chief Procurement Officer
Finance, Strategic Procurement Division

Department Approval Authority

Amount of Funding:

Contact Information:

NAME:	DEPT.	PHONE
Brenda Chagoya, Division Manager	FIN/SPD	(832) 393-8723
Mayra Bontemps, Assistant Director	HCDD	(832) 394-6200
Tom McCasland, Director	HCDD	(281) 233-1613



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 9/18/2018

All Districts

Item Creation Date: 8/31/2018

HCD18-79

I&I Software Inc. - Disaster Recovery
Information Management System

Agenda Item#: II.b.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance awarding a contract to I&I Software Inc. (Contractor) in an amount not to exceed \$1,640,000.00 to design, build, maintain and support an Information Management System (IMS) to manage and track all HCDD programs, including CDBG-Disaster Recovery (CDBG-DR) funded programs.

	Cost over 5 Years	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Grantcare Software Costs	\$840,000.00	\$545,000.00	\$70,000.00	\$85,000.00	\$85,000.00	\$55,000.00
Ongoing Support & Development	\$800,000.00	\$400,000.00	\$200,000.00	\$100,000.00	\$50,000.00	\$50,000.00
Total Cost	\$1,640,000.00	\$945,000.00	\$270,000.00	\$185,000.00	\$135,000.00	\$105,000.00

Under the scope of this contract, the Contractor will provide Information Technology (IT) services to deploy and support the IMS, which will function as the system of record for all CDBG-DR programs immediately, with entitlement programs added later through data migration. This contract has a five-year term with two one-year renewal options.

The IMS will be used by the City and its contractors and subcontractors to record all program information, perform financial grant management, drive work processes, track applicant progress, develop and provide milestone reporting, and satisfy all US Department of Housing and Urban Development (HUD), Texas General Land Office (GLO), and City requirements for the programs.

The IMS will be based on the Microsoft Dynamics system, and the Contractor will work with the City of Houston Information Technology Services (HITS) Department to deploy the IMS and provide support. During the initial term of the contract, the City may request additional support and customization including: data analysis and reporting support, development, technical support and additional features/software options.

This contract has been issued in accordance with City's purchase of products and services from the Contractor under the Contractor's General Services Administration (GSA) Contract #GS-35F-128CA for

General Purpose Commercial Information Technology Equipment, Software, and Services and all amendments of exhibits thereto as offered by the GSA with a December 24, 2014 effective date.

Minority/Woman-owned Business Enterprise (MWBE) goals for this contract are 24% for professional services and 11% for products and materials; the Contractor anticipates exceeding these goals by awarding 100% of the contract to MWBE-certified subcontractors.

TIRZ will act as the bridge funding until the CDBG-DR funding for Hurricane Harvey arrives and GLO approves the use of funds for this activity. It is expected that TIRZ funds will be reimbursed with the exception of the portion that GLO may deem duplicative of the GLO system, which may range from \$100,000.00 to \$250,000.00.

No operational funding is required for this project; therefore, no Fiscal Note is required as stated in the Financial Policy Ordinance 2014-1078.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Jerry Adams, Chief Procurement Officer

Amount of Funding:

Year 1 - \$945,000.00 - Tax Increment Reinvestment Zone (TIRZ) Fund 2409

Years 2-5 - \$695,000.00 - Federal State Local Pass Through Fund 5030 [Community Development Block Grant - Disaster Recovery (CDBG-DR)] Future Grants

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 10/17/2018

District ALL

Item Creation Date: 8/31/2018

HCD18-82

2008, 2010 and 2014 Annual Action Plans

Substantial Amendment – CDBG Budget

Agenda Item:# III.a.

Background:

The Housing and Community Development Department requests approval to amend the Community Development Block Grant (CDBG) Program Summary Budgets totaling \$2,031,295.29 under 2008, 2010 and 2014 Annual Action Plans.

In accordance with HUD’s Citizen Participation Plan regulations, 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%.

The following amendments to the CDBG budget are necessary to reallocate funds for Public and Private Facilities activities.

HUD Year	Increase/ Decrease	Action Plan Activity	Amount
2008	Decrease	Deluxe Theater	\$ (9,988.00)
2008	Increase	Neighborhood Facilities Improvements	\$ 9,988.00
2010	Decrease	Deluxe Theater	\$ (21,307.29)
2010	Increase	Public Facilities and Improvements (Community Facilities) - Unallocated	\$ 21,307.29
2014	Decrease	Multifamily Housing	\$ (2,000,000.00)
2014	Increase	Public-Facilities and Improvements (Public/Private)	\$ 2,000,000.00

No fiscal note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Prior Council Action:

4/30/08 (O) 2008-385;

5/12/10 (O) 2010-372

4/23/2014 (O) 4/23/14

Contact Information:

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 9/25/2018

District ALL

Item Creation Date: 8/29/2018

HCD18-81

Homeless Housing and Services Program (HHSP)

2019 Contract Approval

Agenda Item:# IV.a.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval for a Contract between the City of Houston and the Texas Department of Housing and Community Affairs (TDHCA) accepting a \$1,320,816.00 of Homeless Housing and Services Program (HHSP) grant.

Per the TDHCA, the funding must be used by the City on activities eliminating and/or preventing homelessness. Specifically, allowable activities include construction, development, or procurement of housing for homeless persons; rehabilitation of structures targeted to serving homeless persons or persons at-risk of homelessness; provision of direct services and case management to homeless persons or persons at-risk of homelessness; or other homelessness-related activity as approved by the TDHCA.

HHSP was established by the 81st Texas Legislature through an appropriations rider and codified during the 82nd Texas legislative session. Through HHSP, the state provides funding to the eight largest cities in support of services to homeless individuals and families including services such as case management and housing placement and retention. Cities currently served through HHSP include Arlington, Austin, Corpus Christi, Dallas, El Paso, Fort Worth, Houston and San Antonio.

This item is a procedural, administrative matter required to receive the funding awarded. An Ordinance allocating the accepted HHSP funds for use by local nonprofit organizations will be presented to Council for consideration within the coming weeks and months

No Fiscal Note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

District All

Item Creation Date: 8/30/2018

HCD18-77

SEARCH Homeless Services Program

Agenda Item #: IV.b..

Background:

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and SEARCH Homeless Services, Inc. (SEARCH), providing \$390,000.00 in HHSP and \$360,000.00 in TIRZ funds for a total of \$750,000.00 for a Homeless Services Program. The TIRZ funds for this project were appropriated under Ordinance 2017-759, approved on 10/4/17. A portion of these funds is now being allocated to SEARCH.

Through this contract, SEARCH will provide Mobile Outreach/Welcome Center and Housing Case Management services to 1,675 persons. SEARCH's Mobile Outreach team travels throughout Houston providing interventions, assessments and referrals to services for homeless persons living on the streets and other places not meant for human habitation. The Welcome Center is a day shelter that engages clients and serves as a point of entry for a continuum of services that facilitate movement toward stabilized employment, housing, and self-sufficiency.

The Housing Case Management services are designed to provide housing and supportive services on a long-term basis to formerly homeless individuals and families to assist them in sustaining housing stability. Services include on-the-spot housing assessments, and referrals to medical and mental healthcare, and substance abuse services. Clients have access to mainstream services like Harris Health's Gold Card and SNAP food stamps programs.

Category	Total Contract Services	Percent
Administrative	\$13,253.00	1.8%
Program Services	\$736,747.00	98.2%
Total	\$750,000.00	100%

HCDD conducted a Request for Proposals (RFP) for CDBG contracts for fiscal year 2019. SEARCH was one of the agencies selected. This Contract is for 12 months from November 1, 2018 - October 31, 2019. SEARCH has received funding through the City of Houston for various contracts since 2000.

No Fiscal Note is required on grant items

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Amount of Funding:

\$360,000.00 TIRZ Affordable Housing Fund 2409

\$390,000 HHSP Fund 5000

Contact Information:

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

District D

Item Creation Date: 08/29/2018

HCD 18-71

Park Yellowstone Rehabilitation

Agenda Item #: V.a.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing \$4,600,000.00 in the form of Community Development Block Grant Disaster Recovery (CDBG-DR2) funds for the acquisition and rehabilitation of a 210-unit multifamily property at 3322 Yellowstone Boulevard. The City’s funds will be loaned to Yellowstone Boulevard, LLC. All 210 units will be restricted to households earning at or below 60% of Area Median Income.

The Park Yellowstone community is located in the OST/Almeda TIRZ. The total development cost of \$29,185,874.00 will be used to fund the acquisition and revitalization of a 20+ year old complex to keep pace with planned improvements in the greater Third Ward community. The development will consist of (50) one-bedroom units, (97) two-bedroom units, and (63) three-bedroom units. The onsite amenities include a technology enriched learning center, onsite daycare, and a state of the art fitness center.

Vesta corporation is an established for-profit developer of affordable multifamily properties in Texas, Connecticut, New Jersey, Ohio, Virginia and the District of Columbia. Total funding for Park Yellowstone will be as follows:

Sources:		Uses:	
PNC Real Estate - 4% Housing Tax Credit Syndication Proceed	\$ 8,623,297.00	Hard Cost	\$ 10,118,228.00
City of Houston Request (CDBG-DR2)	\$ 4,600,000.00	Soft Cost	\$ 2,720,082.00
Key Bank Real Estate- Conventional Loan	\$11,810,000.00	Acquisition Cost	\$ 13,100,000.00
In-Kind Equity/ Deferred Developer Fee	\$ 1,029,070.00	Developer Fee	\$ 2,058,139.00
Developer Loan/ Equity	\$ 2,475,000.00	Reserves	\$ 1,189,425.00
Construction Period Net Operating Income	\$ 648,507.00		
Total Source of Funds:	\$ 29,185,874.00	Total Project Cost:	\$29,185,874.00

No Fiscal Note required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
 Housing and Community Development Department

Amount of Funding

\$ 4,600,000.00 CDBG-DR2

Contact Information:

Roxanne Lawson

(832) 394-6307



Park Yellowstone Fact Sheet

Underwriter	Daniel Pinto	Underwriter Phone	832-394-6169
		Underwriter Email	Daniel.pinto@houstontx.gov
Project Name:	Park Yellowstone	Council District	
		Council Member	D – Dwight Boykins
Project Address	3322 Yellowstone Blvd Houston, TX 77021	COH Request	\$ 4,600,000.00 CDBG DR2
Development Type	Rehabilitation	Total Project Cost	\$ 29,185,874.00
Owner Developer	Yellowstone Boulevard, LLC	Total per unit costs	\$ 138,980.00
		City per unit costs	\$21,904.76
		Contact Phone	860-325-1744
Contact Person	Arthur Greenblatt	Contact Email	arthur@vestacorp.com

Sources & Uses			
Sources	Amount	Uses	Amount
City of Houston Request	\$ 4,600,000.00	Hard Cost	\$ 10,118,228.00
4% Housing Tax Credit Proceeds- PNC Real Estate	\$ 8,623,297.00	Soft Cost	\$ 2,720,082.00
Conventional Loan- Key Bank Real Estate Capital	\$ 11,810,000.00	Acquisition Cost	\$ 13,100,000.00
Developer Loan / Equity	\$ 2,475,000.00	Developer Fee	\$ 2,058,139.00
In-Kind Equity/ Deferred Developer Fee	\$ 1,029,070.00	Reserves	\$ 1,189,425.00
Construction Period NOI	\$ 648,507.00		
Total Source of Funds:	\$ 29,185,874.00	Total Project Cost:	\$ 29,185,874.00

Unit Summary and LURA Breakdown							
Unit Type	Total Units	HCDD Restricted	30% AMI*	50% AMI*	60% AMI*	80% AMI*	Market Rate
Studio							
One Bedroom	50			49	1		
Two Bedroom	97			9	88		
Three Bedroom	63			5	58		
Four Bedroom							
Total	210	108		63	147		

*Restricted by the Housing Tax Credits. May be inclusive of HCDD restricted units

Development Overview

Park Yellowstone is in the OST/Alameda TIRZ, a Concerted Revitalization Outreach Area. An effort to revitalize a 20+ year old complex to keep pace with planned improvements in greater Third Ward community, the request to fund the preservation of 210 affordable housing units will assist the department to quickly dispense \$4,600,000.00 in CDBG-DR2 funds. The budget includes a \$13 million acquisition cost. Acquisitions proves to be quicker to fund rather than prolonged construction cost. Construction will consist of all new HVAC units, roofs, flooring, full kitchen upgrades and new learning center. Water drainage will be regraded.

Project Sponsors

Bozrah International (“Bozrah”), a 501(c)(3) nonprofit entity, acquired the Property in October 2016. Shortly thereafter, Bozrah selected Vesta Corporation (“Vesta”) as its developer partner. Bozrah is committed to providing and fostering housing for low-income individuals. Bozrah owns seven affordable housing communities, including 1,230 units, across Texas.

Vesta specializes in the creation and operation of high quality and well-managed affordable rental housing communities. Vesta currently owns and/or operates 43 affordable housing communities, including nearly 7,500 apartment homes in Connecticut, New Jersey, Ohio, Texas, Virginia and the District of Columbia. Vesta is highly experienced in all aspects of affordable housing development, finance, and management including effective use of federal, state, and local government assistance programs.

Third Party Participants

- Lender – PNC Real Estate and Key Bank Real Estate
- General Contractor – Marous Bothers Construction
- Project Coordinator – Mark Ricchiuto

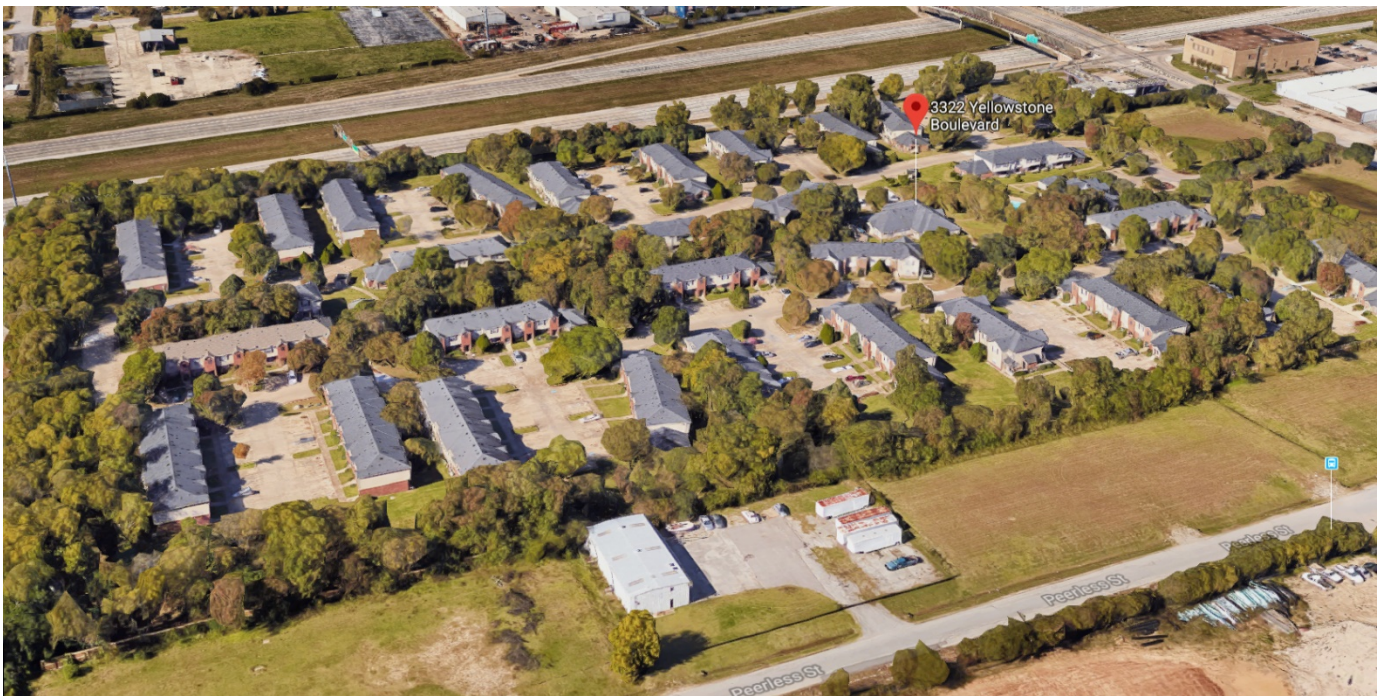
Amenities

The project will contain a mix of affordable units, providing a diverse offering of community amenities such as a technology enriched learning center, onsite daycare, and state of the art fitness center. Additional amenities include;

- Transit-Oriented Development-within ¼ mile
- Public Park: Herman Park Conservancy (1.9 mi)
- Grocery: Aldi, HEB (1 mi)
- Health Center: Texas Medical Center (1.8 mi)
- Day Care: Onsite-Cookies N’ Cream
- Public Library: Young Neighborhood Library (2.3 mi)
- Indoor Recreation: Museum District (2.3 mi)
- Outdoor Recreation: Hermann Park, Houston Zoo (1.6 mi)

Supportive Services and On-Site Activities

In 2017, Star of Hope provided an array of outreach and community activities to Park Yellowstone families including Mother's and Father's Day events, a back to school event, national night out, Thanksgiving and Christmas baskets. Additionally, Star of Hope regularly provides case management services, support for individuals maintaining sobriety, workforce development services, social service intake and referrals, and coordination with third-party providers for health care, psychiatric care and other service needs. Furthermore, Park Yellowstone also has a long-standing relationship with Cookies N' Cream, an on-site day-care and after-school services to residents and local community members. The learning center will provide after school services in the form of homework assistance, STAR test preparation, and arts and crafts activities for school age children that live at Park Yellowstone.





CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

District B

Item Creation Date: 8/15/2018

HCD18-78

St. Elizabeth Place Historic Rehabilitation

Agenda Item #: V.b.

Background:

The Housing and Community Development Department (HCDD) requests Council approval of an Ordinance authorizing a \$4,250,000.00 loan utilizing Community Development Block Grant-Disaster Recovery 2 (CDBG-DR2) funds for the construction of an 85-unit multifamily property at 4514 Lyons Ave., Houston, Texas 77020.

The City's funds will be loaned to St. Elizabeth Place, LP, the owner. The funds will be used for the adaptive reuse of St. Elizabeth Hospital, including the acquisition and conversion of the historical site. As a mixed income development, 68 units will be restricted for households earning at or below 60% of Area Median Income and 17 units will be at market rates.

St. Elizabeth Place offers proximity to employment centers and public transportation. The total project development cost of \$23,550,026.00 will contribute to the revitalization of the Lyons Avenue Corridor in the Fifth Ward community. The development will consist of (26) efficiencies, (50) one-bedroom units, and (9) two-bedroom units. The onsite Multi-Functional Resource Center will feature a diverse offering of community amenities such as a cultural gallery, fitness center, library and co-working spaces.

Fifth Ward Community Redevelopment Corporation, a non-profit, and Cloudbreak Communities, are established developers of affordable multifamily properties. Total funding for St. Elizabeth Place will be as follows:

Sources:		Uses:	
4% Housing Tax Credits	\$ 4,323,383.00	Hard Cost	\$12,546,160.00
City of Houston (CDBG-DR2)	\$ 4,250,000.00	Soft Cost	\$ 4,669,687.00
Federal Historic Tax Credits	\$ 2,884,500.00	Acquisition Cost	\$ 3,555,000.00
State Historic Credits	\$ 3,916,470.00	Developer Fee	\$ 2,308,610.00
Tax Exempt Bonds	\$ 4,367,703.00	Reserves	\$ 470,569.00
Fifth Ward Tax Increment Reinvestment Zone #18	\$ 3,807,970.00		
Total Source of Funds:	\$23,550,026.00	Total Project Cost:	\$23,550,026.00

No Fiscal Note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Amount of Funding

\$ 4,250,000.00
CDBG DR2

Contact Information:

Roxanne Lawson
(832) 394-6307



St. Elizabeth Place Fact Sheet

Underwriter	Dominique King	Underwriter Phone	832-394-6226
		Underwriter Email	Dominique.king@houstontx
Project Name:	St. Elizabeth Place	Council District	B
		Council Member	Jerry Davis
Project Address	4514 Lyons Avenue, Houston, Texas 77020	COH Request Amount	\$ 4,250,000.00
		HCDD Source	CDBG-DR
Development Type	Rehabilitation	Total Project Cost	\$23,550,026.00
Owner Developer	St. Elizabeth Place, LP Fifth Ward Community Redevelopment Corporation Cloudbreak Communities	Total per unit costs	\$ 277,059.00
		City per unit costs	\$ 50,000.00
		Contact Phone	713-674-0175
Contact Person	Kathy Payton	Contact Email	kpayton@fifthwardcrc.org

Sources & Uses			
Sources	Amount	Uses	Amount
City of Houston (CDBG-DR)	\$ 4,250,000.00	Hard Cost	\$12,546,160.00
4% Housing Tax Credit	\$ 4,323,383.00	Soft Cost	\$ 4,669,687.00
Federal Historic Tax Credits	\$ 2,884,500.00	Acquisition Cost	\$ 3,555,000.00
State Historic Credits	\$ 3,916,470.00	Developer Fee	\$ 2,308,610.00
Tax Exempt Bonds	\$ 4,367,703.00	Reserves	\$ 470,569.00
Fifth Ward Tax Increment Reinvestment Zone #18	\$ 3,807,970.00		
Total Source of Funds:	\$23,550,026.00	Total Project Cost:	\$23,550,026.00

Unit Summary and LURA Breakdown							
Unit Type	Total Units	HCDD Restricted	30% AMI*	50% AMI*	60% AMI*	80% AMI*	Market Rate
Studio	26				22		4
One Bedroom	50				45		5
Two Bedroom	9				1		8
Three Bedroom							
Four Bedroom							
Total	85	44			68		17

*Restricted by the Housing Tax Credits. May be inclusive of HCDD restricted units

Development Overview

A catalyst and iconic site in the redeveloping Lyons Ave corridor, St. Elizabeth's represents a key

opportunity site towards integrated community redevelopment. St. Elizabeth's Place includes the preservation of the historic St. Elizabeth's Hospital and historic Convent. The historic designation of the property qualifies the project to receive Historic Tax Credits and Texas Preservation Tax Credits

A mixed-income development for families, St. Elizabeth Place repositions the historic 2.63-acre St. Elizabeth Hospital property in Houston's Fifth Ward. The project will also assist in the City's effort to eliminate blight.

- Total development cost of \$23 million for the adaptive reuse of the historic buildings
- Provide 85 units of housing along with the possibility of a Phase II construct additional units

Project Developer

St. Elizabeth Place is a partnership between a local nonprofit organization - Fifth Ward Community Redevelopment Corporation, and a private development company – Cantwell Anderson, Inc. and its affiliate organization, Cloudbreak Communities.

Third Party Participants

- Lender - TBD
- Investor – National Equity Fund
- Consultant – Sarah Andre
- General Contractor – TBD
- Project Manager - TBD

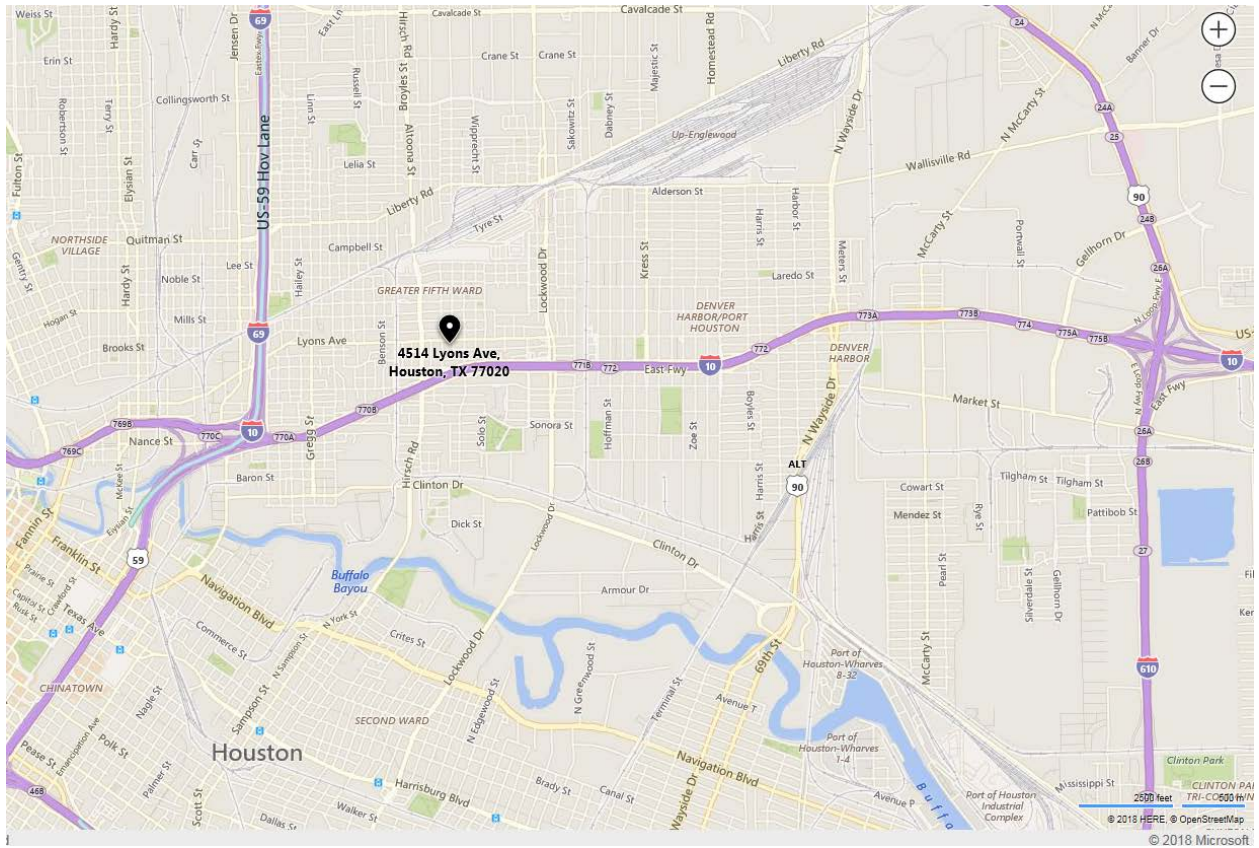
Amenities

The project will contain a mix of affordable and market rate units, including a diverse offering of community amenities such as a cultural gallery, fitness center, library and co-working spaces.

- Transit-Oriented Development-within ¼ mile of 18 transit stops and 4 routes
- Public Park: Bryce Dorian Park (0.24mi)
- Grocery: Fiesta Mart (0.67 mi)
- Health Center: Lyndon B. Johnson Hospital (2.46 mi)
- Day Care: East Orange AME Church Daycare and Learning Center (0.06 mi)
- Public Library: Fifth Ward Public Library (0.35 mi)
- University: University of Houston-Downtown (2.10 mi)
- Indoor Recreation: Julia C. Hester House (0.28 mi)
- Outdoor Recreation: Finnigan Park (0.33 mi)
- Meals on Wheels: Interfaith Ministries

Supportive Services and On-Site Activities

- Multi-functional Resource Center to prepare resumes, conduct research, and assist with job search
- Health & Wellness Seminars to include: programming, walking groups, and fitness classes





CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

All Districts

Item Creation Date: 9/6/2018

HCD18-85

Homebuyer Assistance Program Guidelines (Revision)

Agenda Item:# VI.a.

Background:

The Housing & Community Development Department requests Council approval to amend the existing ordinance No. 2016-911 of the Fourth Amended and Restated Homebuyer Assistance Program (HAP) Guidelines to increase the subsidy from \$15,000.00 and \$25,000.00 to a static amount of \$30,000.00 in assistance for all first-time income-eligible homebuyers. In addition, the buyer contribution will decrease from \$1,000.00 to \$350.00.

With the current median Houston home price above \$200,000.00, the average low-to-moderate income buyer's purchasing power is only \$120,000.00 (based on HUD definitions of a low-to-moderate income limit). These proposed revisions to the HAP guidelines are designed to increase the number of Houstonians eligible to purchase and sustain a home of their own in the City of Houston.

Additionally, decreasing the buyer contribution from \$1,000 to \$350 is in alignment with other local municipalities down payment assistance program requirements.

No Fiscal Note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

Prior Council Action:

11-29-16 (O) 2016-0011

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 10/3/2018

District ALL

Item Creation Date: 8/31/2018

HCD18-84

Appropriation of Tax Increment Reinvestment Zone (TIRZ)
Affordable Housing Funds for Single and Multifamily Activities
Agenda Item #: VII.

Background

The Housing and Community Development Department (HCCD) is requesting Council appropriation of \$17,945,800.88 of TIRZ Affordable Housing Funds to build single-family and multifamily affordable homes, as well as to administer HCDD’s affordable home activities. HCDD is also requesting Council approval to use TIRZ Affordable Housing Funds as interim bridge funding until Hurricane Harvey Disaster Recovery CDBG-DR funds arrive. Disaster recovery contracts requiring interim TIRZ funding will require individual Council approval and each request for approval will include details on timing of reimbursement.

For direct program activities, specific contracts will be brought to Council for approval in accordance with local procurement rules. A description of each TIRZ funding category follows.

Category	Total Amount	Description
Single-Family Activities	\$ 10,060,191.88	Single family activities for, but not limited to, home repair, new construction, Down Payment Assistance and activity delivery cost
Multifamily Activities	\$ 2,000,000.00	Multifamily rehab and new construction and activity delivery cost
Homelessness	\$ 300,000.00	Efforts leading to permanent homes for homeless individuals and families
Affordable Housing Administration & Federal/State Grant Leveraging	\$ 3,585,273.00	Administrative cost for administering local, state and federal funded activities by HCDD
Rent	\$ 588,402.00	Office Space for HCDD (2100 Travis & 601 Sawyer)
Information Technology	\$ 838,860.00	Expenditures related to the Disaster Information Management System, CycloMedia and OnBase
Pension Legacy	\$ 573,074.00	Legacy pension costs
Total	\$17,945,800.88	

Please note that this overall appropriation of TIRZ funds also allocates those funds that support the administration of affordable housing by HCDD.

HCDD has a goal to keep administrative expenses at or below 13% of total expenditures, as a three year rolling average. The following chart shows the last three years of total HCDD spending, and total administrative expenses as a percentage of the total spending. Administrative expenses have been below 13% of total expenditures for each of the last three years.

Fiscal Year	Total Expenditures	Total Admin Expense	Total Admin %
2016	\$ 96,995,278.00	\$ 12,363,634.00	12.75%
2017	\$ 97,016,299.00	\$ 11,844,097.00	12.21%
2018 (Estimated)	\$ 97,484,036.00	\$ 11,807,055.00	12.11%
Three Year Average			12.36%

DR17 funds are expected to start flowing in December, 2018 or January, 2019. In order to effectively and quickly implement programs to disperse this funding out to the community, HCDD must ramp up operations and put systems into place now.

In the interim, HCDD will need the use of approximately \$7,500,000.00 to execute contracts for a Disaster Information Management System and Case Management Services. Access to these funds will be needed primarily for certification purposes only; we anticipate actual cash outlay will be \$2,000,000.00 or less. This will be reimbursed by DR17 funds, and will be returned to the categories outlined above.

No fiscal note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on September 18, 2018.

Tom McCasland, Director
Housing and Community Development Department

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