



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

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Tuesday, March 19, 2019, 10:00 AM  
City Hall Council Chambers

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

**II. City of Houston – Mayor’s Office of Veteran’s Affairs**

**Overview of the Mayor’s Office of Veteran’s Affairs and Current Initiatives**

- Dr. Steven L. Hall, (USAF Ret), Director

**III. Planning & Grants Management**

**2019 Action Plan**

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing the submission of the 2019 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD), which includes an application for all entitlement grants from HUD. (All Districts)

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

**IV. Disaster Recovery**

**Homeowner Assistance Program Legal Documents**

HCDD recommends Council approval of an ordinance adopting the attached legal document (Forgivable Loan Agreement, Grant Agreement, Deed of Trust and Note) for the CDBG-DR funded Homeowner Assistance Program (HoAP) for Hurricane Harvey from the Texas General Land Office (GLO). (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Mayra Bontemps, Assistant Director

**V. Single Family**

**Amendment to NSP Loan Agreement with Mayberry Homes**

HCDD recommends Council approval to amend the Neighborhood Stabilization Program (NSP) developer loan agreement, previously approved by Council on August 22, 2018 Ordinance 2018-655. (All Districts)

- Tom McCasland, Director, Housing and Community Development Department
- Kimesha Sonnier, Division Manager

**VI. Real Estate**

**Rice Parking Lot Lease**

HCDD recommends Council authorize and approve a Parking Agreement between William Marsh Rice University (Landlord) and City of Houston (Tenant) for the parking agreement at 2109 Travis, 914 Gray and 918 Gray, Houston, Harris County, Texas, for use by HCDD's staff and guests. (District C)

- Tom McCasland, Director, Housing and Community Development Department
- Rupa Sen, Real Estate Manager

**VII. Public Services**

**a) Capital IDEA**

HCDD recommends Council approval of a \$200,000.00 CDBG contract between the City of Houston and Capital Investing in Development and Employment of Adults LLC (Capital IDEA), for a workforce development program for up to 150 low- and moderate-income clients. (All Districts)

**b) Coalition for the Homeless of Houston-Harris County HMIS**

HCDD recommends approval of a Contract between the City of Houston and the Coalition for the Homeless of Houston/Harris County, providing \$79,200.00 of Emergency Solutions Grant (ESG) funds and \$64,646.85 in (HOPWA) funds for a Homeless Management Information System. (All Districts)

**c) Access Care of Coastal Texas**

HCDD recommends Council approval of a contract between the City of Houston and Access Care Coastal of Texas to provide up to \$629,500.00 in HOPWA funds to administer a short-term rent, mortgage and utility assistance and tenant-based rental assistance program with supportive services for low-income persons living with HIV/AIDS. (Galveston area)

**d) The Montrose Center**

HCDD recommends approval of a contract between the City of Houston and The Montrose Center providing up to \$1,487,210.00 in HOPWA funds to administer a short-term rent, mortgage and utility assistance and tenant-based rental assistance program with supportive services for low-income persons living with HIV/AIDS. (All Districts)

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

**VIII. Public Comments**

**IX. Director's Comments**

Tom McCasland, Director, HCDD



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/17/2019

District ALL

Item Creation Date: 2/28/2019

HCD19-28

Authorizing submission of the 2019 Annual Action Plan

Agenda Item: III.

**Background:**

The Housing and Community Development Department (HCDD) requests City Council approval of an ordinance authorizing the following:

- 1) The submission of the 2019 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD), which includes an application for the following entitlement grants to be received from HUD: Community Development Block Grant (CDBG), the HOME Investment Partnerships Grant (HOME), the Housing Opportunities for Persons with AIDS Grant (HOPWA), and Emergency Solutions Grants (ESG) program funds;
- 2) The execution of the agreements between the City of Houston and HUD for the entitlement grants by the Mayor, or the Mayor’s designee; and
- 3) The execution of related forms and documents for the entitlement grants by the Mayor, or the Mayor’s designee. The application estimates a total of \$45,464,359.00 in federal funds and \$280,187.00 in program income to be used to benefit income-eligible residents during the HUD Program Year (July 1, 2019 – June 30, 2020).

The 2019 Annual Action Plan is the fifth and last 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 estimated. Once the allocation amounts are announced, the following proposed dollar amounts for each budget activity will be adjusted using the percentages listed. The 2019 Annual Action Plan will not be submitted to HUD until allocations have been announced by HUD.

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 2019 Annual Action Plan are based on federal guidance and requirements.

HCDD recommends that the City’s estimated allocation of \$23,946,316.00 in CDBG funds and \$153,644.00 in projected program income be distributed among the following categories:

<b>Community Development Block Grant</b>		
Public Facilities and Improvements	\$5,727,284.00	23.8%
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	\$3,541,569.00	14.7%
ESG Match	\$500,000.00	2.0%
Single Family Home Repair	\$5,727,285.00	23.8%
Multifamily Home Repair and Development	\$300,000.00	1.3%
Economic Development	\$400,000.00	1.7%
Code Enforcement	\$2,808,830.00	11.6%
Lead-Based Paint	\$275,000.00	1.1%
Program Administration	\$4,819,992.00	20.0%
<b>TOTAL</b>	<b>\$24,099,960.00</b>	<b>100.0%</b>

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 \$9,810,603.00 in HOME funds and \$126,543.00 of projected program income be distributed among the following categories:

<b>HOME Investment Partnerships Grant</b>		
Multifamily Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	\$7,252,861.00	73.0%
Single Family Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	\$1,690,572.00	17.0%
Program Administration	\$993,713.00	10.0%
<b>TOTAL</b>	<b>\$9,937,146.00</b>	<b>100.0%</b>

The City anticipates an estimated \$9,738,444.00 allocation in HOPWA grant funds for the 2019-2020 Program Year. HCDD proposes to fund the following activities:

<b>Housing Opportunities for Persons with AIDS Grant</b>		
Operating Costs	\$2,300,000.00	23.6%
Supportive Services	\$2,000,000.00	20.5%
Project or Tenant-Based Rental Assistance	\$3,000,000.00	30.8%
Short-Term, Rent, Mortgage & Utility Assistance	\$1,403,753.00	14.4%
Resource Identification/Technical Assistance/Housing Information	\$65,000.00	0.7%
Grantee Administration	\$288,000.00	3.0%
Sponsor Administration	\$681,691.00	7.0%
<b>TOTAL</b>	<b>\$9,738,444.00</b>	<b>100.0%</b>

The City of Houston's Emergency Solutions Grant (ESG) allocation is estimated to be \$1,968,996.00 for the 2019-2020 program year. HCDD proposes to use ESG funds for the following activities:

<b>Emergency Solutions Grant</b>		
Homeless Management Information Systems (HMIS)	\$79,000.00	4.0%
Emergency Shelter	\$655,000.00	33.3%
Homeless Prevention	\$395,000.00	20.1%
Rapid Re-Housing	\$692,000.00	35.1%
Administration	\$147,996.00	7.5%
<b>TOTAL</b>	<b>\$1,968,996.00</b>	<b>100.0%</b>

HCDD solicited public input in the development of the 2019 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 2019 Annual Action Plan before it is approved by City Council. The 30-day review period extended from March 18, 2019 through April 17, 2019.

No fiscal note is required for grant items. This item was reviewed by the Housing and Community Affairs Committee on March 19, 2019.

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Tom McCasland, Director

**Prior Council Action:**

6/6/2018 (O) 18-457; 5/23/2018 (O) 18-430; 7/19/2017 (O) 17-516;  
4/27/2016 (O) 16-340; 4/15/2015 (O) 15-338

**Amount of Funding**

**(to be received from HUD)**

\$24,099,960.00 CDBG

\$ 9,937,146.00 HOME

\$ 9,738,444.00 HOPWA

\$ 1,968,996.00 ESG

**\$45,464,359.00 Federal Government- Grant Funded- 5000**

**Contact Information:**

Roxanne Lawson

(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/20/2019

District ALL

Item Creation Date: 3/4/2018

HCD19-29

Homeowner Assistance Program Form Contracts

Agenda Item: IV.

### **Background:**

The Housing and Community Development Department (HCDD) recommends that City Council approve an ordinance adopting standard contract forms for five program variations under the Homeowners Assistance Program (HoAP). City Council has previously approved the Program Guidelines for HoAP and the budget for work in this important area. The next step in Harvey recovery is for homeowners to sign contracts with the City so that construction can begin.

This Program is funded with Community Development Block Grant-Disaster Recovery (CDBG-DR) funds received from the U.S. Department of Housing and Urban Development (HUD) through the Texas General Land Office (GLO) for Hurricane Harvey.

HCDD is seeking approval of the standard contract documents that homeowners will sign when accepting assistance through HoAP:

- Forgivable Loan Agreement
- Promissory Note and Deed of Trust
- Grant acknowledgement

Approval of contract documents will allow the HCDD Director to process contracts on behalf of the Department and allow the Mayor and City Controller to execute a contract with eligible homeowners participating in HoAP.

No further authorization from City Council will be required to execute contracts with individual homeowners, provided sufficient funds have been allocated under the applicable program contract between the City and GLO, and the total amount under the homeowner contract does not exceed the maximum allowed assistance under HoAP.

HCDD also requests that City Council approve a maximum commitment amount of \$335,000,000.00 for the contract, agreement or other undertaking approved and authorized.

### **HoAP Overview**

HoAP provides a variety of options to assist homeowners, depending on where they are in their recovery process. The program will protect the City's housing by bringing damaged homes into compliance with health and safety codes or by replacing homes that cannot be repaired. Guidelines for HoAP were reviewed by the Housing and Community Affairs Committee on 10/16/2018 and approved by City Council on 1/9/2019. There are five program options under HoAP:

1. **Reimbursement:** Reimburses homeowners for eligible work performed to minimum program standards.
2. **City Managed Rehabilitation and Reconstruction:** The City manages the construction process to rehabilitate or reconstruct Harvey-damaged homes on behalf of homeowners.
3. **Homeowner Managed Rehabilitation and Reconstruction:** Homeowners who have a construction firm under contract receive financial assistance and help from the City in navigating Program requirements.

4. **Reimbursement + City Managed Rehabilitation and Reconstruction:** The City reimburses homeowners for eligible work completed to date, then manages the construction process for the remaining rehabilitation or reconstruction work on behalf of homeowners.
5. **Reimbursement + Homeowner Managed Rehabilitation and Reconstruction:** The City reimburses homeowners for eligible work completed to date, then provides financial assistance and helps homeowners who have a construction firm under contract to navigate Program requirements.

**HoAP Standard Contract Forms**

The City is committed to sound stewardship of taxpayer resources. Homeowners who receive assistance through the HoAP program agree to certain requirements as a condition of receiving funds, in line with the previously-adopted Program Guidelines. The standard contract forms outline these requirements, in three sets of documents:

- Forgivable Loan Agreement
- Promissory Note and Deed of Trust
- Grant acknowledgement

Each of these documents reflects two principles of recovery: 1) assistance is capped at certain maximum amounts, depending on a household’s income, and 2) higher levels of assistance are considered loans that will be forgiven after a certain period. The purpose of capping assistance is to maximize the number of Houstonians who benefit from the program. The purpose of forgivable loans is to reduce incentives to quickly flip repaired homes and preserve affordability as communities recover from the storm. Prioritizing reimbursement for homeowners above 80% AMI increases efficiency for homeowners and the City, while increasing the number of homeowners the program serves.

**Maximum Allowed Assistance – Reimbursement Only**

The reimbursement program option is the most efficient way for the City to deliver assistance to homeowners. It has the fewest administrative burdens and is the quickest path to recovery. Assistance is available under this option to households of all income levels. Assistance is capped depending on income:

- i. Households at or below 80% AMI: 100% of eligible repairs are reimbursable, not to exceed \$80,000 in benefit
- ii. Households between 81%-120% AMI: 50% of eligible repairs are reimbursable, not to exceed \$40,000 in benefit
- iii. Households over 120% AMI: 25% of eligible repairs are reimbursable, not to exceed \$20,000 in benefit

**Maximum Allowed Assistance –HoAP Program Options 2-5 Above**

The federal government imposes additional requirements for rehabilitation and reconstruction when a home is identified as having special needs, such as for elevation; accessibility; resiliency to future flooding; or environmental, lead, or mold abatement. In these cases, additional assistance is available, up to caps identified in the Program Guidelines:

Construction Type	Standard Cap	Elevation	Environmental, Lead, Asbestos, Mold	Resiliency Measures	Accessibility	Maximum Allowed Assistance*
Rehab	\$80,000	n/a	\$35,000	\$10,000	\$25,000	\$150,000
Rehab with Elevation	\$80,000	\$100,000	\$35,000	\$10,000	\$25,000	\$250,000
Reconstruction	\$200,000	n/a	\$35,000	\$10,000	\$25,000	\$250,000

\*The Program assumes that no home would need all additional funding allocations, therefore the maximum assistance is below the sum of all possible allocations.

**Forgivable Loans**

When the City invests significant resources in a damaged home, the assistance is considered a forgivable loan. The loan is forgiven after the homeowner has lived in the home for a certain period of time, as identified in the Program Guidelines. This creates incentives to keep communities strong and reduces the possibility that City resources will underwrite house flipping.

HoAP Program Option	Forgivable Loan Initiation Date	Length of the Forgivable Loan ("Compliance Period")	
Reimbursement only	Date of closing of the Forgivable Loan	Forgivable Loan Amount	Years
		\$20,000-\$40,000	5
		\$40,001-\$80,000	10
(1) Homeowner Managed Rehabilitation only (2) City Managed Rehabilitation only (3) Reimbursement plus options (1) and (2)	Date Borrower signs the Final Inspection Document	Forgivable Loan Amount	Years
		\$20,000-\$40,000	5
		\$40,001-\$80,000	10
		More than \$80,000 with Additional Allocations	10
(1) Homeowner Managed Reconstruction only (2) City Managed Reconstruction only (3) Reimbursement plus options (1) and (2)	Date Borrower signs the Final Inspection Document	20 years	

All work is expected to be completed within 5 years from the award of the contract to the City of Houston from GLO, HUD's direct recipient of Hurricane Harvey CDBG-DR funds.

As this is a federally funded program, no fiscal note is required on grant items as stated in Financial Policies.

The Housing and Community Affairs Committee reviewed this item on March 19, 2019.

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Tom McCasland, Director

**Prior Council Action:**

6/27/2018 (O) 2018-518; 1/9/2019 (O) 2019-20

**Contact Information:**

Roxanne Lawson  
(832) 394-6307





**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 3/27/2019  
District A, B, D, E, F, H, I, J, K  
Item Creation Date: 2/15/2019

HCD19-23  
Amendment for the Mayberry Homes  
NSP Loan Agreement  
Agenda Item: V.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval to amend the Neighborhood Stabilization Program (NSP) developer loan agreement that was previously approved by Council on August 22, 2018 Ordinance 2018-655.

The Amendment to the Mayberry Homes, Inc. NSP 3 Affordable Housing funds to develop affordable, single-family homes in HUD designated NSP 1 and NSP 3 target areas will extend the completion dates for work under the contracts as follows:

1. The work completion date is extended to August 30, 2019.
2. The date by which all 100% of the Grant shall have been drawn and expended is extended to December 31, 2019.
3. The stated Maturity Date is extended to end on the earlier to occur of: (1) Developer's sale of all the Properties covered by the Agreement, and (2) December 31, 2019.

The NSP developer loan agreement grants Mayberry Homes Inc. a total of \$718,887.81 comprised of \$201,563.65 in NSP 1 and \$517,324.16 of NSP 3 funding. The homes (all four (4) homes are located in Sunnyside) will be approximately 1,400 square feet, have three bedrooms and two baths, and include a variety of energy efficient components, such as high efficiency HVAC systems, low E-rated windows, and radiant barrier roofing.

The extension will allow Mayberry Homes, Inc. to complete the development affordable, single-family housing. HCDD is requiring Mayberry to develop homes for families earning below 120% Area Median Income (AMI), with at least 25% of the projects earmarked for families earning below 50% AMI.

The City's participation in this project will contribute to the goal of expanding sustainable homeownership opportunities for low-income families in the Houston Area.

No fiscal note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on March 19, 2019.

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Tom McCasland, Director

**Prior Council Action:**

8/22/2018 (O) 2018-655

**Amount of Funding:**

\$201,563.65 – Neighborhood Stabilization Fund (NSP) – Fund 5000  
\$517,324.16 – Neighborhood Stabilization Fund (NSP) – Fund 5000

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 3/27/2019

District C

Item Creation Date: 2/26/2019

HCD19-24

Rice Parking Lot Lease

Agenda Item: VI.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council authorize and approve a Parking Agreement between William Marsh Rice University (Landlord) and the City of Houston (Tenant) for parking at 2109 Travis, 914 Gray and 918 Gray, Houston, Harris County, Texas, for use by HCDD's staff and guests. Due to the ongoing disaster recovery operation, HCDD anticipates a substantial increase in clientele that cannot afford to pay for parking.

Post Harvey, HCDD created a disaster recovery division that also required other areas of the department to grow to support the disaster operation. HCDD and the new Disaster Recovery Division anticipates needing an additional 100 employees before year's end. 2100 Travis' garage cannot accommodate the increased parking needs for both clients and employees.

Accordingly, HCDD will enter into a Parking Lease Agreement with Rice University to supplement the existing parking at 2100 Travis. This agreement will provide 144 additional parking spots, six of which will be reserved for disabled persons. Other provisions of the Parking Agreement are as follows:

- Rent – \$93,000.00 per annum, payable monthly in advance in the amount of \$7,750.00. The rent shall be adjusted annually to correspond to the changes in real estate taxes (whether increased or decreased).
- Term – ten (10) years, commencing on the delivery date of the space and expiring on the last day of the 10-year term after the delivery date of the space.
- Renewal – agreement may be renewed or extended by agreement of the parties no later than the last day of the 9th year of the term.
- Termination – Either party can terminate the lease after 5 years upon 180 days prior written notice.
- Tenant Improvements – Landlord will pay up to \$50,000.00 to remove vegetation, make surface repairs and stripe parking spaces. The balance of \$27,097.82 will be paid by HCDD.
- Repair and Maintenance – During the term of the agreement, tenant shall be responsible for all maintenance, repair of normal wear and tear, and security as determined by the tenant.

The total amount and source of funding for this agreement will be as follows:

Year	Estimated Escalation (5% Annually)	Annual Rent
1		93,000.00
2	4,650.00	97,650.00
3	4,882.50	102,532.50
4	5,126.63	107,659.13
5	5,382.96	113,042.08
6	5,652.10	118,694.19
7	5,934.71	124,628.89
8	6,231.44	130,860.34
9	6,543.02	137,403.36
10	6,870.17	144,273.52
<b>Total Rent</b>		<b>\$1,169,744.01</b>

\$ 285,293.00 - Housing Special Revenue  
\$ 455,774.41 - Community Development Block Grant (CDBG)  
\$ 455,774.42 - CDBG – Disaster Recovery (Hurricane Harvey)  
**\$1,196,841.83 TOTAL**

Funding for this item is included in the FY2019 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policies.

No fiscal note is required on grant items.

The Housing and Community Affairs Committee reviewed this item on March 19, 2019.

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Tom McCasland, Director

**Amount of Funding:**

\$ 285,293.00 – Housing Special Revenue Fund (2000)  
\$ 455,774.41 – Federal Government – Grant Funded (5000)  
\$ 455,774.42 – Federal State Local – Pass Through Fund (5030)  
**\$1,196,841.83**

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date:

District ALL

Item Creation Date: 2/27/2018

HCD19-25

Capital IDEA Houston

Agenda Item: VII.a.

### **Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of a contract between the City of Houston and Capital Investing in Development and Employment of Adults LLC (Capital IDEA), providing up to \$200,000.00 in Community Development Block Grant (CDBG) funds for a workforce development program for up to 150 low- and moderate-income participants. Capital IDEA lifts low-income working families out of poverty by enabling participants to pursue associate degrees in higher-paying and in-demand professional fields/careers that lead to life-long independence.

Currently, Capital IDEA has 200 participants enrolled. They are participating in various stages of the program as indicated: 11 are in developmental instruction in basic math, English, and writing; 52 are in prerequisite courses for college; 63 are enrolled in required core classes for their major; and 74 students have graduated. Of the 74 graduates, seven are currently preparing to take the Allied Health Certification examinations, 20 are seeking employment and 47 have obtained living wage employment within the past two years and are actively being tracked. The agency anticipates 41 graduates in the class of 2019.

The City currently provides 33% of the total funding for this program, and 67% is provided by other funding sources.

<b>Category</b>	<b>Amount</b>	<b>Percentage</b>
Program Administration	\$ 23,991.70	12%
Program Services	\$176,008.30	88%
<b>Total</b>	<b>\$200,000.00</b>	<b>100%</b>

HCDD conducted a Request for Proposals (RFP) for Public Services contracts for fiscal year 2019, with a one-year renewal option for fiscal year 2020. Capital IDEA was one of the agencies selected. The term of this contract will be May 1, 2019-April 30, 2020. Capital IDEA began receiving CDBG funds through the City in 2012.

No fiscal note is required on grant items. The Housing and Community Affairs Committee reviewed this item on March 19, 2019.

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Tom McCasland, Director

### **Amount of Funding:**

\$200,000.00 Federal Government-Grant Funded (5000)

### **Contact Information:**

Roxanne Lawson  
832-394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/17/2019

District ALL

Item Creation Date: 3/5/2019

HCD19-15

Coalition for the Homeless of Houston/  
Harris County, Homeless Management Information System  
Agenda Item: VII.b.

**Background:**

The Housing and Community Development Department (HCDD) recommends approval of a Contract between the City of Houston and the Coalition for the Homeless of Houston/Harris County, providing \$79,200.00 of Emergency Solutions Grant (ESG) funds and \$64,646.85 in Housing Opportunities for Persons with AIDS (HOPWA) 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 appropriated federal homeless funds are spent. Congress is not only interested in fiscal responsibility, but also who the homeless are as a group, and what are the outcomes of the programs assisting them. All agencies receiving federal funds for homeless services are required to participate in the HMIS. The City is contracting with the Coalition to comply with this requirement.

Participation in the HMIS enables HCDD to track households receiving assistance through the HOPWA Program, reduce duplication of client services, and minimize error in data reporting. HUD encourages HOPWA grantees and project sponsors to participate in the HMIS to improve coordination and to enhance beneficiary access to other community assistance programs. The Coalition is establishing a central wait list for the project sponsors on the HOPWA HMIS. The HMIS wait list ranks the clients in vulnerability order based on their needs. Assistance is provided to new clients based on their vulnerability ranking.

<b>Category</b>	<b>ESG</b>	<b>HOPWA</b>	<b>Total</b>	<b>Percent</b>
Administrative	\$0	\$4,525.28	\$4,525.28	3%
Program	\$79,200.00	\$60,121.57	\$139,321.57	97%
Total	\$79,200.00	\$64,646.85	\$143,846.85	100%

The contract provides funding from May 1, 2019 – April 30, 2020. The Coalition began receiving funding for HMIS operation through the City in 2012.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on March 19, 2019.

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Tom McCasland, Director

**Amount of Funding:**

\$143,846.85 Federal Government – Grant Funded (5000)

**Contact Information:**

Roxanne Lawson  
832-394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/17/2019

District ALL

Item Creation Date: 3/5/2019

HCD19-26

Access Care of Coastal Texas, Inc.

Agenda Item: VII.c.

**Background:**

The Housing and Community Development Department (HCDD) recommends approval of a Contract between the City of Houston and Access Care of Coastal Texas, Inc. (ACCT), providing \$629,500.00 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.

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.

Supportive services include permanent housing placement services (PHPS), case management, and 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.

<b>Category</b>	<b>Total</b>	<b>Percent</b>
Administrative	\$38,500.00	6%
Supportive Services	\$120,600.00	19%
Supportive Services – PHPS	\$20,400.00	3%
TBRA	\$350,000.00	56%
STRMU	\$100,000.00	16%
Total	\$629,500.00	100%

HCDD conducted a request for proposals for HOPWA contracts for fiscal year 2019. ACCT was one of the agencies selected. The contract term will run from May 1, 2019 – April 30, 2020.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on March 19, 2019.

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Tom McCasland, Director

**Amount of Funding:**

\$629,500.00 Federal Government – Grant Funded (5000)

**Contact Information:**

Roxanne Lawson  
832-394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/17/2019

District ALL

Item Creation Date: 3/5/2019

HCD19-27

The Montrose Center

Agenda Item: VII.d.

**Background:**

The Housing and Community Development Department (HCDD) recommends approval of a Contract between the City of Houston and The Montrose Center, providing \$1,487,210.00 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.

The Montrose Center will provide TBRA, STRMU, and supportive services to a minimum of 265 low-income households. Through its rental assistance programs, The Montrose Center provides rental subsidies and supportive services to 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.

<b>Category</b>	<b>Total</b>	<b>Percent</b>
Administrative	\$104,146.11	7%
Supportive Services	\$247,856.27	17%
Supportive Services – PHPS	\$23,116.70	2%
TBRA	\$510,522.73	34%
STRMU	\$601,568.19	40%
Total	\$1,487,210.00	100%

HCDD conducted a request for proposals for HOPWA contracts for fiscal year 2019. The Montrose Center was one of the agencies selected. The contract term will run from May 1, 2019 – April 30, 2020.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on March 19, 2019.

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Tom McCasland, Director

**Amount of Funding:**

\$1,487,210.00 Federal Government – Grant Funded (5000)

**Contact Information:**

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