



Houston City Council
Housing and Community Affairs Committee

Tiffany Thomas (Chair)

David Robinson (Vice Chair)

Karla Cisneros - Mike Knox – Martha Castex-Tatum

Michael Kubosh - Jerry Davis - Carolyn Evans-Shabazz

Tuesday, February 18th, 2020, 10:00 AM
City Hall Council Chambers

I. Call to Order/Welcome

II. Planning and Grants Management

- a) The Housing and Community Development Department (HCDD), recommends City Council authorize a Substantial Amendment transferring \$119,790.25 in Construction activity funds to the Supportive Services activity within the Housing Opportunities for Persons with AIDS (HOPWA) 2017 Program Year Budget. (All Districts)
- b) HCDD recommends Council approval of an ordinance authorizing the Mayor, or Mayor's designee, to execute an interlocal agreement with Harris County and a contract with William Marsh Rice University, acting through its Kinder Institute, to create a comprehensive housing study for Harris County (County) and the City of Houston (City). (All Districts)
 - Tom McCasland, Director, HCDD
 - Derek Sellers, Assistant Director

III. Public Services

- a) HCDD recommends Council approval of an ordinance authorizing a contract with the AIDS Foundation Houston, Inc. and providing up to \$1,080,238.00 in Housing Opportunities for Persons with AIDS (HOPWA) funds to operate and maintain three multi-unit residential facilities with supportive services for 149 unduplicated low-income and/or homeless persons living with HIV/AIDS. (All Districts)
- b) HCDD recommends Council approval of an ordinance authorizing a contract with A Caring Safe Place, Inc. and providing up to \$793,049.89 in HOPWA funds to operate and maintain a permanent supportive housing community residence and a transitional housing community residence (with support services) for low-income and/or homeless persons living with HIV/AIDS. (District B)
- c) HCDD recommends approval of a first contract amendment between the City of Houston and Houston Help, Inc., providing \$368,551.00 in HOPWA funds to finance the operation of a 50-unit community residence with supportive services to very-low income households affected by HIV/AIDS. (District D)
- d) HCDD recommends Council approval of an ordinance authorizing a contract with Nest Quest Houston, Inc., and providing up to \$276,044.15 in CDBG - Disaster Recovery 2017 (CDBG-DR17) funds to administer and oversee their Voucher Mobility Program, which will relocate 43 very low-income Houston families with school-aged children affected by Hurricane Harvey to homes zoned to public schools with rankings of "A" or "B." (All Districts)

- e) HCDD recommends Council approval of an ordinance authorizing a contract with The Montrose Center and providing up to \$415,980.00 in CDBG-DR17 funds for the administration and operation of a recovery support program serving up to 250 low-and moderate- income individuals affected by Hurricane Harvey. (District C)
- f) HCDD recommends Council approval of an ordinance authorizing a contract with The Women’s Home and providing up to \$756,153.97 in CDBG-DR17 funds for transitional housing, mental health treatment, substance abuse services, job training and educational services to 100 homeless women in Houston affected by Hurricane Harvey. (District C)
- g) HCDD recommends Council approval of an ordinance authorizing a contract with the Houston Area Women’s Center (HAWC) and providing up to \$655,180.69 in CDBG-DR17 funds to provide counseling, case management, court advocacy, transportation and shelter services to victims of domestic violence. (District C)
- h) HCDD recommends Council approval of an ordinance authorizing a contract with The Alliance and providing up to \$1,322,100.00 in CDBG-DR17 funds to provide mental health services, childcare, financial education, counseling, occupational training and more for low-to-moderate income (LMI) Houstonians. (Districts J, I and B)
- i) HCDD recommends Council approval of an ordinance authorizing a contract with Fifth Ward Community Redevelopment Corporation (5th Ward CRC) providing up to \$726,512.81 in CDBG-DR17 funds for financial coaching, foreclosure counseling and post purchase services to low-to-moderate income Houstonians. (District B)
- j) HCDD recommends Council approval of an ordinance authorizing a contract with Transmit Receive Labs, Inc. (TXRX Labs) providing up to \$300,000.00 in CDBG-DR17 for Job Training, Education, Employment Services and Workforce Development to approximately 125 individuals affected by Harvey. (District H).
- k) HCDD recommends Council approval of an ordinance authorizing a \$1,490,395.00 CDBG-DR17 grant to Local Initiatives Support Corporation (LISC) for Job Training, Education and Employment Services for 1,320 low-to-moderate income Houstonians to address skills gaps that were created as a result of Hurricane Harvey. (All Districts)
- l) HCDD recommends Council approval of an ordinance authorizing a contract with The Village Learning Center, Inc., and providing up to \$200,000.00 in in Community Development Block Grant (CDBG) funding for a vocational/educational program serving 125 special needs individuals. (District E)
- m) HCDD recommends approval of a first contract amendment for The Women’s Home, providing \$150,000.00 in CDBG funds for case management and transportation services to approximately 275 homeless individuals residing in transitional or permanent supportive housing in the Houston-metro area. (Districts A & C)
- n) HCDD recommends Council approval of an ordinance authorizing a fifth contract amendment with the Child Care Council of Greater Houston Inc. (CCC) and providing \$360,000.00 in CDBG funds to administer the City’s Juvenile Delinquency Prevention (JDP) program, which serves 800 at-risk youth. (All Districts)
- o) HCDD recommends Council approval of an ordinance authorizing a fifth contract amendment with the Child Care Council of Greater Houston Inc. (CCC) and providing \$360,000.00 in CDBG funds for the City’s Child Care Program, providing child care and parental development to 75 low- and moderate-income families. (All Districts)
- p) HCDD recommends Council approval of an ordinance authorizing a fifth contract amendment with the Child Care Council of Greater Houston Inc. (CCC) and providing a combined total of \$2,271,237.00 in CDBG, Emergency Solutions Grant and Homeless Housing Services Program funds to serve up to 1,673 homeless persons through the City’s Homeless Services Program (HSP). (All Districts)

- Tom McCasland, Director, HCDD
- Melody Barr, Deputy Assistant Director

IV. Multifamily and Public Facilities

- a) HCDD recommends Council approval of an Ordinance authorizing a loan of up to \$14,874,622.00 in CDBG-DR funds to Fifth Ward Community Redevelopment Corporation, which it will loan to the owner, St. Elizabeth Place, LP, for the acquisition, demolition, and environmental remediation of St. Elizabeth Hospital. Once completed, the City plans to restrict half of the units for households earning below 80% of the Area Median Income. (District B)
- b) HCDD is updating City Council of modifications made to the guidelines for the Multifamily Voluntary Buyout Program (MVB) since this program was approved by the Texas General Land Office (GLO) on September 25, 2019. HCDD has clarified the MVB guidelines to implement asbestos abatement costs, if required and any post-closing costs related to acquiring properties as additional eligible activities/expenses. (All Districts)

*Note: HCDD will be presenting the DR17 Guidelines separately for Council Approval in the near future.

- Tom McCasland, Director, HCDD
- Ray Miller, Assistant Director

V. Single Family

- a) HCDD recommends Council approval of an Ordinance allocating \$350,251.41 in TIRZ Affordable Housing funds (Fund 2409) to HCDD's Single-Family Programs to address unforeseen infrastructure issues and cover the cost of repairs exceeding the programs' current cap amount of \$200,000.00. (All Districts)
- b) HCDD recommends Council approval of an Ordinance authorizing a Second Amendment to the Master Contractor Agreement and Guidelines governing the Single-Family Home Repair Program (HRP); Disaster Recovery 2015 (DR15) and New Home Development Program (NHDP). (All Districts)
- c) HCDD recommends Council approval of an ordinance for a First Amendment to the New Home Development Program Guidelines with respect to basic requirements, available subsidies, policies and procedures by which the NHDP is managed. (All Districts)
- d) HCDD recommends Council approval of an ordinance authorizing an amended and restated Acquisition and Development Agreement between the City of Houston (City) HCDD and Houston Land Bank (HLB) to amend certain rights, duties, and obligations of the parties with respect to matters set forth in the original agreement. (All Districts)
- e) HCDD recommends Council approval of an Ordinance providing up to \$3,650,000.00 of TIRZ Affordable Housing funds for an Administration and Operations Grant Agreement with the Houston Land Bank (HLB) for operating capital and reimbursement for operating costs including the development and sale of lots. (All Districts)

- Tom McCasland, Director, HCDD
- Anderson Stoute, Acting Deputy Assistant Director

VI. Public Comments

VII. Director's Comments

- Tom McCasland, Director, HCDD



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020

District ALL

Item Creation Date: 1/30/2020

Housing Committee Date: 2/18/2020

HCD20-23

2017 Annual Action Plan Substantial Amendment – HOPWA

Agenda Item: II.a.

Background:

The Housing and Community Development Department (HCDD), recommends City Council authorize and approve a Substantial Amendment transferring Construction activity funds to the Supportive Services activity within the Housing Opportunities for Persons with AIDS (HOPWA) 2017 Program Year Budget. The total amount of funds to be moved is \$119,790.25.

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% or when an activity is added or deleted in the Plan(s). The Substantial Amendment includes budget changes for HOPWA.

No fiscal note is required on grant items. The Housing and Community Affairs Committee reviewed this item on February 18, 2020.

Budget		
Activity	Delete/Decrease	Add/Increase
The Program Year 2017 Budget is Amended as follows:		
Construction	(\$119,790.25)	
Supportive Services		\$119,790.25
Total Budget Changes:	(\$119,790.25)	\$119,790.25

Tom McCasland, Director

Prior Council Action:

07/25/2017 (O) 2017-516;

12/19/2017 (O) 2017-965;

05/22/2018 (O) 2018-400

Contact Information:

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 1/29/2020

District ALL

Item Creation Date: 11/27/2019

HCD 19-84

Interlocal Agreement with Harris County for
Comprehensive Housing Study
Agenda Item II.b.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing the Mayor, or Mayor's designee, to execute an interlocal agreement with Harris County and a contract with William Marsh Rice University, acting through its Kinder Institute, to create a comprehensive housing study for Harris County (County) and the City of Houston (City). The City will contribute up to \$1,927,268.91 from the Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Fund. The total project cost is \$3,937,129.07. The contract with Rice University and the interlocal agreement with the County will ensure that planning efforts are leveraged and not duplicated, maximizing interlocal governmental collaboration to develop a comprehensive housing study.

Currently, HCDD oversees the administration of approximately \$1.5 billion in federal, state, and local funds to address housing and community development issues in Houston. Almost \$1.3 billion of this funding was allocated to the City from the U.S. Department of Housing and Urban Development (HUD) through the Texas General Land Office to support disaster recovery and resilience against future disasters. HUD requires jurisdictions that receive these disaster recovery funds to promote sound, sustainable, and long-term recovery planning. It also requires the coordination of local and regional planning efforts to ensure consistency.

To achieve HUD's requirements of long-term planning and regional coordination, the City and County seek to create a regional housing study. This comprehensive housing study aims to align goals, strategies, and funding sources in Houston and Harris County to produce and improve housing opportunities that are affordable, equitable, and resilient. The study will help develop a common understanding about housing issues and trends in the region.

Harris County solicited proposals for the housing study in April 2019 and awarded the contract to Rice University in October 2019. The Harris County Commissioner's Court plans to execute an agreement with Rice University in January 2020.

Funding for this item is included in the FY20 Adopted Budget. Therefore, no Fiscal Note is required, as stated in the Financial Policies.

The Housing and Community Affairs Committee reviewed this item on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$1,927,268.91 – 2409 TIRZ Affordable Housing Fund

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/18/2020

District ALL

Item Creation Date: 1/31/2020

HCD20-26

AIDS Foundation Houston, Inc.

Agenda Item: III.a.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of a Contract between the City of Houston and AIDS Foundation Houston, Inc. to provide funding up to \$1,080,238.00 in HOPWA funds to operate and maintain three separate multi-unit residential facilities with supportive services for low-income and/or homeless persons living with HIV/AIDS.

The projects' scope of work provides permanent housing and support services to a minimum of 149 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, while the remaining 41% is provided by other funding sources.

Category	Total Contract Amount	Percentage
Administrative	\$75,611.60	7%
Supportive Services	\$275,748.77	25.52%
Operations: Friendly Haven	\$225,066.30	20.83%
Operations: Burress	\$263,495.46	24.40%
Operations: Help House	\$240,315.87	22.25%
Total	\$1,080,238.00	100.00%

HCDD conducted a Request for Proposals for HOPWA contracts in COH fiscal year 2019 with the option to renew in one-year increments. AIDS Foundation Houston, Inc. was one of the agencies selected. The initial contract period was April 1, 2019 – March 31, 2020. This first contract amendment provides funding from April 1, 2020 through March 31, 2021. AIDS Foundation Houston has received HOPWA contracts through the City of Houston since 1994.

No Fiscal Note is required on grant items. The Housing and Community Affairs Committee reviewed this item on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$1,080,238.00 Federal Government – Grant Funded (5000)

Prior Council Action:

4/2/2019 (O) 2019-237

Contact Information:

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/17/2020

District B

Item Creation Date: 1/31/2020

HCD20-25

A Caring Safe Place Inc.

Agenda Item: III.b.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of a First Contract Amendment with A Caring Safe Place, Inc. providing up to \$793,049.89 in HOPWA funds to operate a Permanent Supportive Housing community residence and a Transitional Housing Community Residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS.

Permanent Supportive Housing - Provides permanent housing and supportive services to a minimum of 15 low-income, homeless persons living with HIV/AIDS, who have a history of substance abuse. Residents at the facility have been stabilized with at least 30 days of sobriety prior to program entry.

Transitional Housing - Provides transitional housing and supportive services to a minimum of 30 low-income, homeless persons living with HIV/AIDS, and a history of substance abuse.

The following support services are provided at both facilities: case management, HIV support groups; substance abuse and mental health counseling; life skills training; job search assistance and training; housing information and referral assistance; assistance in gaining access to local, state, and federal government benefits and services; and nutritional services. Operating costs for both facilities include property management, utilities, property insurance and other related costs. The City provides approximately 61% of the funding for this program.

Category	Transitional	Lydia's	Total	Percentage
Program Administration	\$40,433.19	\$19,619.50	\$60,052.69	7.6%
Program Services	\$253,278.56	\$90,422.50	\$343,701.06	43.3%
Operations Community Residence	\$219,005.88	\$170,290.26	\$389,296.14	49.1%
Total	\$512,217.63	\$280,332.26	\$793,049.89	100%

HCDD conducted a Request for Proposals (RFP) for HOPWA contracts in COH fiscal year 2019 with the option to renew in one-year increments. A Caring Safe Place was one of the agencies selected. The initial term of this contract was April 1, 2019 through March 31, 2020. This first contract amendment is from April 1, 2020 – March 31, 2021. A Caring Safe Place has received HOPWA funding through the City of Houston for various contracts since 1999.

No Fiscal Note is required on grant items. The Housing and Community Affairs Committee reviewed this item on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$793,049.89 Federal Government – Grant Funded (5000)

Prior Council Action:

3/26/2019 (O) 2019-171

Contact Information:

Roxanne Lawson, (832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020
District D
Item Creation Date: 1/6/2020

HCD20-09
Houston Help, Inc.
Housing Opportunities for Persons with AIDS (HOPWA)
Agenda Item III.c.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a first contract amendment between the City of Houston and Houston Help, Inc., providing \$368,551.00 of federal Housing Opportunities for Persons with AIDS (HOPWA) funds to finance the operation of a 50-unit HOPWA community residence with supportive services to very-low income households affected by HIV/AIDS.

Supportive services include comprehensive case management, child care and life skills training. Operating costs include, but are not limited to property management, utilities, and property insurance. HOPWA funds are providing approximately 39% of the cost of this project.

Category	Total Contract Amount	Percent
Administrative	\$4,733.00	1%
Supportive Services	\$73,669.00	20%
Operating Costs	\$290,149.00	79%
Total	\$368,551.00	100%

HCDD conducted a Request for Proposal (RFP) for HOPWA services in COH FY2019 with the option to renew in one-year increments. Houston Help, Inc. was one of the providers selected. The initial contract period was March 1, 2019 – February 29, 2020, with a one-month administrative extension through March 31, 2020. This first contract amendment provides funding from April 1, 2020 – February 28, 2021. This is an 11-month extension which would realign the annual renewal date for this contract.

Houston Help, Inc. began receiving HOPWA funds through the City in 1998.

No Fiscal Note is required on grant items.

Tom McCasland, Director

Prior Council Action:

2-27-19 (O) 2019-127

Amount of Funding:

\$368,551.00 Federal Government – Grant Funded (5000)

Contact Information:

Roxanne Lawson
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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 03/11/2020

District ALL

Item Creation Date: 1/17/2020

HCD20-35

Nest Quest Houston, Inc.

Agenda Item: III.d.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a contract with Nest Quest Houston, Inc. (Nest Quest) for up to \$276,044.15 in Community Development Block Grant - Disaster Recovery 2017 (CDBG-DR17) funds for the Voucher Mobility Program.

Nest Quest will use the CDBG-DR17 funds for the administration and operation of the Voucher Mobility Program. Through this program, a minimum of 43 low-to-moderate income Houston families with school-aged children will be given an opportunity to move to a high opportunity neighborhood. These homes will be located within attendance zones of public schools that have received rankings of “A” or “B”.

CDBG – DR17 funds will constitute 18% of the total cost of this program.

Category	Total Contract Amount	Percentage
Administrative Costs	\$25,000.00	9.06%
Direct Program Service Costs	\$251,044.15	90.94%
Total	\$276,044.15	100%

HCDD conducted a Notice of Funding Availability for Harvey Public Services program contracts in fiscal year 2020, with a one-year renewal option for fiscal year 2021. Nest Quest was one of the providers selected. The contract period is from April 1, 2020 – March 31, 2021. This is Nest Quest’s first Public Services contract with the City of Houston.

*Harvey Indirect Tie Back: Catastrophic flooding caused by Hurricane Harvey resulted in increased competitiveness in the rental market and reduced supply of affordable units. Low-income renters have been disproportionately impacted by Hurricane Harvey and could face years of recovery (Texas Law Review – Vol 96, 2018). Nest Quest places low-income families in stable, safe and comfortable rental units zoned to the best schools in the region. Further access to stable housing and social services means that Nest Quest clients could be less vulnerable to future catastrophic events.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$276,044.15 Federal Government – Grant Funded (5030)

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/4/2020

District: C

Item Creation Date: 1/22/2020

HCD20-28

The Montrose Center: Harvey Public Services

Agenda Item: III.e.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance providing up to \$415,980.00 in Community Development Block Grant - Disaster Recovery 2017 (CDBG-DR17) funds for a contract with The Montrose Center to administer and operate a recovery support program serving up to 250 low- and moderate-income persons who were directly or indirectly affected by Hurricane Harvey.

Services will include, but are not limited to the following:

- Case management
- Job training and education
- Supportive housing services

Category	Contract Amount	Percentage
Program Administration	\$38,214.40	9.19%
Program Services	\$377,765.60	90.81%
Total	\$415,980.00	100%

CDBG-DR17 funds are providing 97.73% of the total project cost. HCDD conducted a Notice of Funding Availability (NOFA) for CDBG-DR17- Harvey Public Services contracts for fiscal year 2020, with a one-year renewal option for FY2021. The Montrose Center was one of the providers selected. The contract period is from April 1, 2020 – March 31, 2021. The Montrose Center began receiving funds through the City in 2013; this is their first Disaster Recovery contract.

*Hurricane Indirect Tie Back: Houston’s labor force was impacted by the hurricane causing over \$125 billion in damage according to the National Hurricane Center. The storm impacted over 225,000 Houston businesses (Dun & Bradstreet) and over 25,000 area residents lost their jobs as a result of Harvey (US Dept. of Labor). Job training services help service participants gain financial independence and build resiliency against future natural disasters.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$415,980.00 Federal Government – Grant Funded (5030)

Contact Information:

Roxanne Lawson,
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020

District C

Item Creation Date: 1/30/2020

HCD20-36

The Women’s Home

Agenda Item: III.f.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a \$756,153.97 Community Development Block Grant - Disaster Recovery 2017 (CDBG-DR17) contract with The Women’s Home to serve 100 homeless women currently sheltered at their 50-bed transitional housing facility in Houston.

The Women’s Home will provide wrap-around mental health counseling, substance abuse services, job training and education services at their Life Learning Center. CDBG-DR17 funding represents 72% of the budget for this program.

Category	Total Contract Amount	Percentage
Administrative Costs	\$81,016.49	10.71%
Direct Program Service Costs	\$675,137.48	89.29%
Total	\$756,153.97	100%

HCDD conducted a Notice of Funding Availability for Harvey Public Services program contracts in fiscal year 2020, with a one-year renewal option for fiscal year 2021. The Women’s Home was one of the providers selected. The contract period is from April 1, 2020 – March 31, 2021. The Women’s Home began receiving funding through the City of Houston in 2016.

*Harvey Indirect Tie Back: In 2018, The Coalition for the Homeless of Houston/Harris County’s Point-In-Time (PIT) Count showed that the number of homeless individuals increased from 3,605 in 2017 to 4,143 in 2018, an increase of 15%. The City of Houston’s Local Housing Needs Assessment stated that this increase was “a direct impact of Hurricane Harvey.”

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$756,153.97 Federal Government – Grant Funded (5030)

Contact Information:

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 03/11/2020
District C
Item Creation Date: 01/28/2020

HCD 20-37
Houston Area Women’s Center
Agenda Item: III.g.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a contract with the Houston Area Women’s Center (HAWC), providing up to \$655,180.69 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds. HAWC will serve women, children and men who are victims of domestic violence and/or sexual assault and reside in the City of Houston as follows:

1. Expand 24/7 crisis intervention hotline;
2. Expansion of court advocacy services providing family and child accompaniment services and legal case management;
3. Counseling services for survivors of domestic and/or sexual assault;
4. Housing case management for survivors of domestic violence and sexual assault; and
5. Client transportation services

Category	Contract Amount	Percentage
Program Administration	\$77,255.43	11.79%
Program Services	\$577,925.27	88.21%
Total	\$655,180.69	100.00%

CDBG-DR17 funds support 13.72% of the total cost of this activity. HCDD conducted a Notice of Funding Availability Harvey Public Services program for fiscal year 2020, with a one-year renewal option for fiscal year 2021. Houston Area Women’s Center was one of the providers selected. The term of the contract will be April 1, 2020 – March 31, 2021. This is their first Disaster Recovery contract.

*Harvey Indirect Tieback: Deeply traumatic experiences such as natural disasters compound impact on the emotional, behavioral, and physical health of survivors, and can impact their sense of safety, security, quality of life, and functioning abilities. Houston Police Chief Art Acevedo noted that in 2018, 20% of all homicides in Houston were related to Domestic Violence, and in the aftermath of Hurricane Harvey, homicides increased by 38%.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2019.

Tom McCasland Director

Amount of Funding:

\$655,180.69 Federal Government - Grant Funded (5030)

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 02/19/2020
District J, I, B
Item Creation Date: 1/3/2020

HCD20-03
The Alliance
Agenda Item: III.h.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a contract between the City of Houston and The Alliance, providing up to \$1,322,100.00 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds for the following services to low-to-moderate income (LMI) individuals residing in the City of Houston:

1. Mental health services for at least 600 individuals;
2. Small business technical assistance and financial education to at least 130 individuals;
3. Establishment of the Center for Resiliency, in partnership with the City of Houston Office of New Americans and Immigrant Communities, to provide at least 120 individuals with direct counseling, assistance and/or coordinated referrals for disaster preparedness and recovery, housing, legal, and other information as needed;
4. Administrative support for 22 AmeriCorps service members providing literacy services to at least 1,085 individuals across the City of Houston;
5. Provide occupational training and support to at least 85 individuals with the opportunity to become licensed in their respective training area;
6. Through the Child Care Entrepreneurship program, train at least 120 individuals to receive home-based child-care training with the opportunity to become licensed home-based child care providers; and
7. Expand on-site child care services provided for clients attending training and education classes at The Alliance's main location, allowing parents or caregivers to access services.

Category	Contract Amount	Percentage
Program Administration	\$158,200.00	11.97%
Program Services	\$1,163,900.00	88.03%
Total	\$1,322,100.00	100%

CDBG-DR funds provide approximately 67% of the total cost of this activity. HCDD conducted a Notice of Funding Availability for CDBG-DR17 – Harvey Public Services contracts in fiscal year 2019, with a one-year renewal option. The Alliance was one of the providers selected. The term of this contract will be April 1, 2020 – March 31, 2021. This is their first Disaster Recovery contract.

*Harvey Indirect Tieback: Job training services, financial education, small business development, mental health and other supportive services will build economic resiliency against future disasters. Services will assist individuals to achieve self-sufficiency, meet their economic and employment goals, as well as increasing their options to acquire or maintain affordable housing.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18th, 2020.

Tom McCasland Director

Amount of Funding:

\$1,322,100.00 Federal Government - Grant Funded (5030)

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/26/2020

District B

Item Creation Date: 10/25/2019

HCD20-02

Fifth Ward Community Redevelopment Corporation

Agenda Item: III.i.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing Fifth Ward Community Redevelopment Corporation (5th Ward CRC) to receive up to \$726,512.81 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds to provide financial coaching, foreclosure counseling and post purchase services to low-to-moderate income Houstonians.

Through their Homeownership Promotion and Preservation Program, the 5th Ward CRC will provide at least 250 low-to-moderate income Houston residents affected by Hurricane Harvey with approximately 48-72 hours of housing and financial counseling services. This will include the development and implementation of a housing plan for each resident over a six (6) to twelve (12) month period. This housing plan will be reviewed by staff with residents on a monthly basis.

CDBG – DR17 funds constitute 59% of the cost for this program.

Category	Total Contract Amount	Percentage
Administrative Costs	\$79,926.71	11.00%
Direct Program Service Costs	\$646,586.10	89.00%
Total	\$726,512.81	100%

HCDD conducted a Notice of Funding Availability for CDBG-DR17 - Harvey Public Services program contracts in fiscal year 2020, with a one-year renewal option. 5th Ward CRC was one of the providers selected. The contract period is from March 1, 2020 – February 28, 2021. This is 5th Ward CRC's first Public Services contract with the City of Houston.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$726,512.81 Federal Government – Grant Funded (5030)

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/19/2020

District: H

Item Creation Date: 10/28/2019

HCD20-04

Transmit Receive Labs, Inc. (TXRX Labs)

Agenda Item: III.j.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing Transmit Receive Labs, Inc. (TXRX Labs) to receive up to \$300,000.00 in Community Development Block Grant Disaster Recovery 2017 (CDBG-DR17) - Harvey Public Services funds to serve approximately 125 individuals affected by Harvey in three eligible activity areas: Employment Services, Job Training and Education Services, and Workforce Development.

With the creation of the TXRX Workforce Development Program (WDP), individuals affected by Harvey (and those who might be potentially affected by future storms) will have immediate and direct access to employment opportunities. TXRX Labs will use the Harvey Public Service funding to provide job training in the form of machinist, electronic systems, and construction training. Between these three programs, 76% of the students will earn professional certification and be job-ready. TXRX Labs will deliver this training by the end of the contract term.

Category	Contract Amount	Percentage
Program Administration	\$20,623.69	6.87%
Program Services	\$279,376.31	93.13%
Total	\$300,000.00	100%

CDBG-DR17 funds represent 41.9% of the total project budget. HCDD conducted a Notice of Funding Availability for CDBG-DR17 – Harvey Public Services contracts in fiscal year 2020, with a one-year renewal option. TXRX Labs was one of the providers selected. The contract term is March 1, 2020 – February 28, 2021. This is TXRX Labs' first contract with the City.

*Hurricane Indirect Tie Back: The labor force was impacted by Hurricane Harvey – On August 25, 2017, Hurricane Harvey – a category 4 storm – hit Texas causing over \$125 billion in damage according to the National Hurricane Center. The storm impacted over 225,000 Houston businesses (Dun & Bradstreet) and over 25,000 area residents lost their jobs as a result of Harvey (US Dept. of Labor).

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$300,000.00 Federal Government - Grant Funded (5030)

Contact Information:

Roxanne Lawson - 832-394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/26/2020

District ALL

Item Creation Date: 10/25/2019

HCD20-01

Local Initiatives Support Corporation

Agenda Item: III.k.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a \$1,490,395.00 Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) grant to Local Initiatives Support Corporation (LISC) for Job Training, Education and Employment Services to 1,320 low-to-moderate income Houstonians to address skills gaps that were created as a result of Hurricane Harvey.

LISC's services will include one-on-one coaching to help clients navigate training opportunities, create resumes and apply for jobs. This will be accomplished through the use of Financial Opportunity Centers (FOCs) that will serve as points of intake for skilled workers and direct them towards employers requiring their specific skills. Such connections are made through partnerships and LISC's Section 3 Pilot Program.

LISC also intends to develop an internal control system that will enable them to collect information from all involved parties on the gaps and challenges of meeting the requirements of their Section 3 programs and utilize this information to address these issues. CDBG – DR17 funding represents 39% of the cost for this program.

Category	Total Contract Amount	Percentage
Direct Program Service Costs	\$1,359,678.00	91.23%
Administrative Costs	\$130,717.00	8.77%
Total	\$1,490,395.00	100%

HCDD conducted a Notice of Funding Availability for CDBG-DR17 - Harvey Public Services contracts in fiscal year 2020, with a one-year renewal option. LISC was one of the providers selected. The contract period is from March 1, 2020 – February 28, 2021. This is LISC's third Public Services contract with the City of Houston.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$1,490,395.00 HARVEY (CDBG-DR17) – Fund 5030

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/18/2020

District E

Item Creation Date: 1/31/2020

HCD 20-24

The Village Learning Center, Inc.

Agenda Item III.I.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of a contract with The Village Learning Center, Inc. to provide up to \$200,000.00 in federal Community Development Block Grant (CDBG) funding for a vocational/educational program serving a special needs population.

The Village Learning Center Vocational Program will provide education and training services to a minimum of 125 participants with intellectual and developmental disabilities who desire to broaden their skill sets through volunteering, community service, and if applicable, employment in their community.

The City provides approximately 30% of the funding for this program.

Category	Amount	Percentage
Program Administration	-	0%
Program Services	\$200,000.00	100%
Total	\$200,000.00	100%

HCDD conducted a Request for Proposals for Public Services contracts in fiscal year 2019, with the option to renew in one-year increments. The Village Learning Center was one of the agencies selected. The initial term of the contract was from March 1, 2019 – February 29, 2020, with a one-month administrative extension through March 31, 2020.

This first contract amendment is from April 1, 2020 through March 31, 2021. The Village Learning Center has received CDBG funding through the City of Houston for various contracts since 2012.

No Fiscal Note is required on grant items. The Housing and Community Affairs Committee reviewed this item on February 18, 2020.

Tom McCasland, Director

Amount of Funding

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

Prior Council Action:

2/18/2019 (O) 2019-107

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/19/2020
Districts A and C
Item Creation Date: 1/6/2020

HCD20-08
The Women’s Home
Community Development Block Grant (CDBG)
Agenda Item III.m.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a first contract amendment between the City of Houston and The Women’s Home, providing \$150,000.00 of federal Community Development Block Grant (CDBG) funds to provide case management and transportation services to approximately 275 homeless individuals residing in transitional or permanent supportive housing in the Houston-metro area.

Case management services will offer residents a program based on essential wellness areas; which will increase self-sufficiency. Transportation services will increase their access to essential services, such as primary healthcare appointments and grocery shopping.

By providing these services, The Women’s Home will help participants increase their stability and obtain resources necessary to successfully transition away from homelessness. CDBG funds are providing approximately 43% of the cost of this program.

Category	Total Contract Amount	Percent
Supportive Services	\$150,000.00	100%
Total	\$150,000.00	100%

HCDD conducted a Request for Proposal (RFP) for HOPWA services in COH FY2019. The Women’s Home was one of the providers selected. The initial contract period was March 1, 2019 – February 29, 2020, with the option to renew in one-year increments. This first contract amendment provides funding from March 1, 2020 - February 28, 2021.

The Women’s Home began receiving CDBG funds through the City in 2016.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:

2-20-19 (O) 2019-105

Amount of Funding:

\$150,000.00 Federal Government – Grant Funded (5000)

Contact Information:

Roxanne Lawson
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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020

District ALL

Item Creation Date: 1/29/2020

HCD20-14

Child Care Council of Greater Houston
Juvenile Delinquency Prevention Program
Agenda Item: III.n.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a fifth contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. (CCC), providing CCC with up to \$360,000.00 in Community Development Block Grant funds to administer the City's Juvenile Delinquency Prevention program (JDP), serving up to 800 at-risk youth.

The purpose of the JDP is to deter delinquency for at-risk youth or to prevent further delinquency amongst youth who are status offenders through services including: substance abuse deterrence and treatment, adolescent health education, educational services to prevent drop-outs, youth employability, whole family functioning, gang membership prevention, and cultural enrichment and recreational activities.

CCC administers contracts with seven nonprofit agencies that were selected through a Request for Proposal process including: Boys and Girls Clubs of Greater Houston, Children's Assessment Center Foundation, Chinese Community Center, Inc., Fifth Ward Enrichment Program, Project GRAD Houston, Pro-Vision, Inc., and Unlimited Visions Aftercare, Inc.

CCC is responsible for processing reimbursement requests, monitoring providers for performance and compliance with HUD regulations, and providing technical assistance and training. The City funds 100% of the costs for this program.

Category	Contract Amount	Percentage
Administration	\$73,924.00	21%
Program Services	\$286,076.00	89%
Total	\$360,000.00	100%

HCDD conducted a Request for Proposals (RFP) for JDP Program administrative services in COH FY2015. CCC was selected as the Administrative Agency. The initial contract period was April 1, 2015 – March 31, 2016, with the option to renew in one-year increments. Four subsequent contract amendments were approved by ordinance, which extended services through March 31, 2020. This fifth amendment provides funding through March 31, 2021.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:

4-15-15 (O) 2015-343; 3-30-16 (O) 2016-248; 3-29-17 (O) 2017-224; 3-19-18 (O) 2018-0202; 05-22-19 (O) 2019-383

Amount of Funding:

\$360,000.00 Federal Government - Grant Funded (5000)

Contact Information:

Roxanne Lawson
832-394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020

District ALL

Item Creation Date: 1/29/2020

HCD20-13

Child Care Council of Greater Houston - Child Care Program

Agenda Item: III.o.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a fifth contract amendment between the City of Houston and Child Care Council of Greater Houston Inc. (CCC) providing \$360,000.00 in Community Development Block Grant funds to serve approximately 75 low and moderate-income families through the City's Child Care Program.

The goal of the Child Care Program is to support low- and moderate-income families where the parents are working, are in a job training program, or seeking employment. Child care services include full-day child care, before or after school care, full-day summer programs for school-age children, infant care, and special needs care. The Child Care Program enhances positive parenting through training in discipline and guidance, child abuse prevention, coping with stress, nutrition, and health.

The CCC administers contracts with five nonprofit agencies selected through a Request for Proposal process including: Association for the Advancement of Mexican Americans, Chinese Community Center, Community Family Center, SEARCH Homeless Services, and Wesley Community Centers, Inc. CCC is responsible for processing reimbursement requests, monitoring providers for performance and compliance with HUD regulations, and providing technical assistance and training. The City funds 100% of the cost of this program.

Category	Contract Amount	Percentage
Administrative	\$73,970.00	21%
Program Services	\$286,030.00	79%
Total	\$360,000.00	100%

HCDD conducted a Request for Proposals (RFP) for Child Care Program administrative services in COH FY2015. CCC was selected as the Administrative Agency. The initial contract period was April 1, 2015 – March 31, 2016, with the option to renew in one-year increments. Four subsequent contract amendments were approved by ordinance, which extended services through March 31, 2020. This fifth amendment provides funding through March 31, 2021.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:

4-15-15 (O) 2015-341; 3-30-16 (O) 2016-249; 3-29-17 (O) 2017-222; 3-19-18 (O) 2018-200; 5-22-19 (O) 2019-382

Amount of Funding:

\$360,000.00 Federal Government - Grant Funded (5000)

Contact Information:

Roxanne Lawson,
832-394-6182



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/11/2020

District ALL

Item Creation Date: 1/29/2020

HCD20-12

Child Care Council of Greater Houston

Homeless Services Program

Agenda Item: III.p.

Background:

The Housing and Community Development Department (HCDD) recommends approval of a fifth contract amendment providing the Child Care Council of Greater Houston Inc. (CCC) with a combined total of \$2,271,237.00 (\$1,156,203.00 in Emergency Solutions Grant funds, \$500,000.00 in Community Development Block Grant funds, and \$615,034.00 in Homeless Housing Services Program funds) to administer the City's Homeless Services Program (HSP), to serve up to 1,673 homeless persons.

The HSP is designed to address the needs of homeless families and individuals. HSP activities include: emergency shelter for individuals, families, and persons fleeing domestic violence; medical and mental health services; assistance in obtaining permanent housing; assistance in obtaining services or benefits; and assistance with short-term rent and utility payments to prevent eviction or termination of services.

CCC administers contracts with nine nonprofit homeless services agencies selected through a Request for Proposal process including: Bay Area Turning Point, The Bridge Over Troubled Waters, Catholic Charities, Covenant House, Fort Bend County Women's Center, Harris County Social Services, Houston Area Women's Center, Salvation Army, and SEARCH Homeless Services. CCC also processes reimbursement requests, monitors providers for performance and compliance with HUD regulations, and provides technical assistance and training. The City funds 100% of this program.

Category	Contract Amount	Percentage
Program Administration	\$533,460.00	23%
Program Services	\$1,737,777.00	77%
Total	\$2,271,237.00.00	100%

HCDD conducted a Request for Proposals for Homeless Services Program administrative services in COH FY2015. CCC was selected as the Administrative Agency. The initial contract period was April 1, 2015 – March 31, 2016, with the option to renew in one-year increments. Four subsequent contract amendments were approved by ordinance, which extended services through March 31, 2020. This fifth amendment provides funding through March 31, 2021.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:

03-20-16 (O) 2016-315; 03-29-17 (O) 2017-223; 08-23-17 (O) 2017-657; 03-19-18 (O) 2018-0201; 05-22-19 (O) 2019-384

Amount of Funding:

\$1,656,203.00 Federal Government - Grant Funded (5000)
\$615,034,000.00 State – Grant Funded (5010)

Contact Information:

Roxanne Lawson,
832-394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

District B

Item Creation Date:

HCD20-34

St. Elizabeth Place Historic Rehabilitation

Agenda Item IV.a.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a \$14,874,622.00 loan to Fifth Ward Community Redevelopment Corporation, which will loan them to the owner St. Elizabeth Place, LP, for the purpose of financing the adaptive reuse of St. Elizabeth Hospital, including the acquisition, demolition, and environmental remediation of the historical site.

St. Elizabeth Place offers proximity to employment centers and public transportation. The total project development cost of \$31,708,209.00 will contribute to the revitalization of the Lyons Avenue Corridor in the Fifth Ward community. The development will consist of (25) efficiencies, (51) one-bedroom units, and (9) two-bedroom units. The city will restrict 51% (44) of the units for households, including families, earning below 80% of Area Median Income. 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 Development 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:	
City of Houston (CDBG-DR HARVEY)	\$ 10,174,622.00	Hard Costs	\$18,338,386.00
City of Houston (CDBG-DR ROUND 2)	\$ 4,700,000.00	Soft Costs	\$ 5,293,824.00
Federal Historic Tax Credits	\$ 4,053,700.00	Acquisition Costs	\$ 4,700,000.00
State Historic Credits	\$ 5,723,975.00	Developer Fee	\$ 2,905,430.00
Permanent Loan	\$ 6,695,412.00	Reserves	\$ 470,569.00
Federal Home Loan Bank of Dallas	\$ 360,500.00		
Total Source of Funds:	\$31,708,209.00	Total Cost:	\$31,708,209.00

No Fiscal Note required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

\$4,700,000.00 CDBG DR Round 2 MF 5030

\$10,174,622.00 Harvey – CDBG DR 5030

Contact Information:

Roxanne Lawson

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: TBD

District ALL

Item Creation Date: 2/3/2020

HCD19-49

Multi-Family Voluntary Buyout (MVB)

Program Guidelines

Agenda Item: IV.b.

Background:

The Housing and Community Development (HCDD) is updating City Council of modifications made to the guidelines for the Multifamily Voluntary Buyout Program (MVB) since this program was approved by the Texas General Land Office (GLO) on September 25, 2019. HCDD has clarified the MVB guidelines to implement asbestos abatement costs, if required and any post-closing costs related to acquiring properties, which includes but not limited to: survey, appraisal, title charges, Government Recording, transfer charges, demolition, site remediation, and more as additional eligible activities/expenses. These modifications are not considered substantial.

The GLO awarded the City of Houston \$23,486,698.00 in Community Development Block Grant-Disaster Recovery (CDBG-DR16) funds to administer a voluntary buyout program as identified in the 2016 Flood Events, for DR-4263 and DR-4272 application.

The MVB program guidelines provide operating terms and conditions required by the laws and regulations surrounding the Tax Day Flood funding while outlining local priorities, eligibility requirements, and compliance period. Proposed sites were selected by HCDD and Houston Public Works (HPW) to identify properties that have been impacted by natural disasters and remain vulnerable to future disasters.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding

CDBG-DR16 (Tax Day) - Fund 5030

Prior Council Action:

11/13/2019 (O) 2019-0872

Contact Information:

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 02/05/2020

All Districts

Item Creation Date: 01/06/2020

Housing Committee Date: 01/21/2020

HCD20-05

Infrastructure for Single-Family Programs

Agenda Item: V.a.

Background:

The Housing and Community Development Department (HCDD) recommends City Council authorization and approval of an Ordinance authorizing HCDD to mitigate life, health and safety issues and continue serving City residents as follows:

1. Authorize the allocation of \$350,251.41 TIRZ Affordable Housing Fund 2409 to HCDD's Single-Family Programs to address unforeseen infrastructure issues and cover the cost of repairs exceeding the programs' current cap amount of \$200,000.00.
2. Authorize and approve the HCDD Director or his/her authorized designee to have the discretion to approve future projects requiring infrastructure improvements (including the design and installation of sanitary sewer and water lines) required by Public Works and Engineering's (PWE) Code Enforcement Division (CED).

Specific Explanation:

HCDD is encountering several contract related challenges on projects that have unforeseen infrastructure needs. The additional repairs have caused the projects to exceed the program cap of \$200,000.00, as well as the original contracted price increasing beyond 25%. Currently, HCDD has at least four (4) homes with that share community sewer lines, and or outdated water lines that do not meet current code requirements. HCDD is faced with the choice of either designing and installing sanitary sewer lines and water lines to meet current code requirements or abandoning the projects.

If HCDD is not authorized to proceed with these infrastructural repair issues, HCDD will have no other alternative but to abandon the projects, leaving the homeowners in unsafe and unsanitary living conditions. HCDD will also have to reimburse the contractors for their incurred costs, as well as paying rental assistance, moving and storage fees on behalf of the applicants.

The existing construction pipeline consists of approximately 600 applicants awaiting assistance. Any unforeseen or additional work will be identified upon the submission of the contractor's plans to permitting.

Funding for this item is included in the FY 2020 Adopted Budget. Therefore, no fiscal Note is required as stated in the financial Policies.

This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$350,251.41 – TIRZ Affordable Housing Funding (2409)

Contact Information:

Roxanne Lawson,
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/5/2020

All Districts

Item Creation Date: 01/07/2020

Housing Committee Date: 01/21/2020

HCD20-06

Second Amendment to the Single-Family Home Repair Program

Master Contractor/Tri-Party Agreement

Agenda Item: V.b.

Background:

The Housing and Community Development Department (HCDD) recommends City Council approval of an Ordinance amending the Master Contractor Agreement and Guidelines governing the Single-Family Home Repair Program (HRP); Disaster Recovery 2015 (DR15) and New Home Development Program (NHDP) as follows:

1. Authorizing the HCDD Director to increase the program's \$200,000.00 reconstruction cap on a case-by-case basis and for the following projects: **414 Tite St.; 5309 Suez St.; 5422 Amy St. & 6601 Greenhurst St.** to address unforeseen public infrastructure needs delaying construction.
2. Authorizing and approving a modification to the HRP and DR15 Guidelines to add an additional classification entitled "**Substantial Gut Rehabilitation TIER III,**" thereby allowing HCDD to repair homes that would otherwise exceed the original \$80,000.00 substantial rehabilitation cap.

Specific Explanation (1):

HCDD is encountering challenges on projects with unforeseen infrastructure repairs/replacement; Flood Plain Management; Home Owner Association requirements as well as Code Enforcement-related requirements. These additional repairs may increase the contract price by more than 25% and exceed the program's cap.

If the necessary infrastructure work cannot be completed, the homeowner(s) will be left in an unsafe and unsanitary living environment. This authorization and approval will allow HCDD to mitigate life, health and safety issues in a timely manner and continue serving City residents.

Specific Explanation (2):

HCDD's guidelines requires homes with repairs above \$80,000.00 to be considered for demolition and reconstruction regardless of the structural integrity. The approval of the new classification will allow HCDD to help homeowners who desire to preserve existing homes through a substantial gut rehabilitation.

Definition: Substantial Gut Rehabilitations shall include the general replacement of structural elements (interior and exterior) such as flooring systems, roofing systems, columns or load bearing interior or exterior walls. Removal of plaster or sheetrock from ceilings and walls back to the rafters and studs and replacing them with new sheetrock, insulation in walls and attic spaces, some or all trim, windows and doors, plumbing and electrical/mechanical systems. The Substantial Gut Rehabilitation Tier III will not exceed the standard Tier III program cap.

No fiscal note is required on grant items. This item was presented to the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:

01/24/2018 (O) 2018-56;

02/7/2018 (O) 2018-84;

09/4/2018 (O) 2018-0612

Contact Information:

Roxanne Lawson,

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 12/4/2019

All Districts

Item Creation Date: 10/31/2019

Housing Committee Date: 11/19/2019

HCD19-124

First Amendment Guidelines for New Home Development Program

Agenda Item: V.c.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance amending HCDD's New Home Development Program Guidelines.

In alignment with the changes to the Amended and Restated New Home Development Program the items below will assist in expediting future sales, securing new homes and align existing strategies to maximize new home development:

- Pre sales of homes will be implemented to expedite sales of homes and therefore reducing the cost of hold over after completion. (reduces costs of holding home until sale)
- Contractors enter into a post-completion agreement with HLB to address repairs, maintenance and damage of the homes until they are sold to a qualified low-income homebuyer. (protects warranties and the integrity of the new home)
- Implement the installation security features to include fencing, alarm system and motion sensor lights to all new homes constructed (this additional scope of work will deter vandalism, theft and burglary of new homes)
- The remaining changes will establish comprehensive streamlining of numerous procedures to better align with the City of Houston initiatives to provide Affordable Housing opportunities to low-to-moderate income households.

The objective of the City of Houston's (City) New Home Development Program (NHDP) is to provide newly constructed, affordable single-family homes for low and moderate-income homebuyers (Qualified Homebuyers). The amendment to the NHDP Guidelines will reflect the changes to the Acquisition and Development Agreement with respect to the rights duties and obligations of parties to the NHDP and will govern basic requirements, available subsidies, and policies and procedures by which NHDP is managed and applicants are accepted and will apply to current and any future allocations of federal and/or local funds for NHDP activities. HCDD staff will administer the program in accordance with HUD regulations.

For homes funded with Tax Increment Reinvestment Zone (TIRZ) dollars, qualified homebuyers must have household incomes that do not exceed 80% of the area median income (AMI); for homes funded by other sources, Qualified Homebuyers must have household incomes that do not exceed 120% AMI (subject to requirements of the funding source). The City will contract for the construction of homes on lots owned or acquired by the Houston Land Bank (HLB) and HLB will sell the homes to approved buyers or, to approved Community Land Trust Improvements buyers with whom the land will be conveyed to an Approved Community Land Trust. Proceeds from the sale of the homes will be applied to closing costs, loans and grants to approved buyers or approved Community Land Trust buyers then paid to HLB for the acquisition, maintenance and insurance cost of the lot. Any remaining proceeds will be paid to the City to reimburse the City for some portion of the construction costs of the home. The City may also fund the development of lots where eligible owners of damaged homes wish to exchange their damaged real property for a new home developed by the City on another lot.

The Houston Land Bank will be responsible for marketing, selling and imposing affordability restrictions on all homes.

Fiscal note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policies.

This item was presented to the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Prior Council Action:
7/25/2018 (O) 2018-584

Contact Information:
Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 12/4/2019

All Districts

Item Creation Date: 10/31/2019

Housing Committee Date: 11/19/2019

HCD19-123

Amended and Restated Acquisition and Development Agreement

Agenda Item: V.d.

Background:

The Housing and Community Development Department (HCDD) recommends City Council approval of an ordinance authorizing an amended and restated Acquisition and Development Agreement between the City of Houston (City) HCDD and Houston Land Bank (HLB) to amend certain rights, duties, and obligations of the parties with respect to matters set forth in the original agreement.

The items below will assist in expediting future sales, secure new homes and align existing strategies to maximize new home development:

- Pre-sales of homes will be implemented to expedite transactions, therefore reducing the cost of hold-overs after completion. (This reduces costs of holding homes until sale.)
- Contractors enter into a post-completion agreement with HLB to address repairs, maintenance and damage of the homes until they are sold to a qualified low-income homebuyer. (This protects warranties and the integrity of the new home.)
- Implement the installation security features to include fencing, alarm system and motion sensor lights to all new homes constructed. (This additional scope of work will deter vandalism, theft and burglary of new homes.)
- The remaining changes will establish comprehensive streamlining of numerous procedures to better align with the City of Houston initiatives to provide Affordable Housing opportunities to low-to-moderate income households.

All activities undertaken and properties acquired pursuant to this agreement are subject to terms of the funding source. On September 4, 2019 Ordinance 2019-674 Council previously approved a First Amendment to the Land Assembly and Development Grant and First Amendment to the Acquisition and Development Agreement to provide an increase in the existing Land Assembly and Development Grant from \$5,000,000.00 to \$10,000,000.00 for the Land Acquisition of properties associated with the Complete Communities, disaster recovery and other neighborhoods determined to be high priority areas for affordable home development.

As of March 2019, Houston Land Bank (HLB) has accelerated their work to identify and facilitate the acquisition of real property to further support HCDD and the New Home Development Program (NHDP). HLB has successfully acquired over 70,000 SF in three separate neighborhoods (or 14-23 lots—depending on density of development) with another 27,000 SF of Transit Oriented Development sites under contract with a combined total estimated value of \$1,699,000 (\$1,084,000 closed + \$615,000 under contract) and approximately 32,000 SF of contracts terminated (valued at approx. \$300k) due to environmental, title, or other development related issues. HLB has conducted three pilot programs testing differing strategies and as a result HLB has reviewed and/or considered well over 500 sites for acquisition in various locations across the Greater Houston area. HLB projected lot acquisition goal for FY20-21 is 150 lots at a total estimated value of \$8,950,000.00. HCDD has completed 17 homes with 22 homes under construction and an additional 32 in preconstruction. Eight homes have been sold to date, six of which were sold to Houston Community Land Trust (HCLT) homebuyers and two were sold as a regular affordable homeownership. There are two homes under contract; both are under contract to a HCLT homebuyer.

To further support the Mayor's priorities of increased single-family home development and Complete Communities, HLB has expanded its scope beyond the acquisition of tax delinquent properties to include strategic acquisitions within transit-oriented development and other places deemed by the city to be a priority for new single-family development.

HLB has developed 41 new homes, 23 other homes are currently in development, and 13 homes are in various stages of predevelopment scheduled to begin construction this year. The additional funding will add to a revolving fund restricted to the acquisition and maintenance of additional properties.

Due to the increased demand for real estate development, and the limited number of tax-delinquent land parcels, additional funding is needed to support the development of affordable housing.

On October 4, 2017, by Ordinance No. 2017-759, Council approved the previously appropriation of \$10,000,00.00 in TIRZ Affordable Housing funding for Land Acquisition. On August 29, 2018, by Ordinance No. 2018-692, Council previously approved the allocation of \$5,000,000.00 of the \$10,000,000.00 to HLB. On September 4, 2019, by Ordinance No. 2019-0674, Council previously approved the first amendment to the Land Assembly and Development Grant and first amendment to the Acquisition and Development Agreement to provide an additional \$5,000,000.00 from the TIRZ Affordable Housing Fund for acquisition and development of affordable housing.

Fiscal note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policies.

This item was presented to the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$5,000,000.00 - TIRZ Affordable Housing Fund (2409)
Previously Appropriated and Allocated

Prior Council Action:

10/04/2017 (O) 2017-759
08/29/2018 (O) 2018-692
09/04/2019 (O) 2019-674

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 12/4/2019

All Districts

Item Creation Date: 10/31/2019

Housing Committee Date: 11/19/2019

HCD19-125

Houston Land Bank Agreement Administration and Operation Grant

Additional Funding

Agenda Item: V.e.

Background:

The Housing and Community Development Department (HCDD) recommends that Council authorize and approve an Ordinance for Administration and Operations Grant Agreement with the Houston Land Bank (HLB). The first allocation in FY20 is \$1,500,000.00 in Tax Increment Reinvestment Zone (TIRZ) Affordable Housing funds to provide operating capital and to reimburse costs that are incurred to provide housing, including oversight for HLB's property inventory, development and sales of lots, as well as outstanding contracts to expand the supply of affordable housing as quickly as possible. Subject to the availability of future funding of up to \$2,150,000.00, the grant term may be extended and additional costs may be reimbursed.

HCDD proposes a total of \$3,650,000.00 of Tax Increment Reinvestment Zone (TIRZ) Affordable Housing funds for the following:

1. \$1,500,000.00 for continued FY20 administrative operations, this funding will provide \$1,050,000.00 in operating capital and \$450,000.00 to reimburse costs incurred to provide affordable housing, including Houston Land Bank Program delivery costs (specifically maintenance of inventory) required to operate.
2. \$1,650,000.00 for FY21 administrative operations. Any fees collected in revenue as stated in the FY20 budget and as proposed by HCDD would be counted towards the FY21 Operational Administration Budget. These fees are administrative overhead for program delivery activity and are highly dependent on the level of sales and acquisitions of the program.
3. \$500,000.00 reserve capital for any term extension or other unanticipated circumstances.

Note: The remaining funds totaling \$2,150,000.00 will be subject to availability.

Council previously approved Ordinance 2018-0681 in August of 2018, the Eighth Amendment Grant Agreement, which provided continued operations for the LARA organization, renamed Houston Land Bank, as well as revised some functions in order to support the partner Acquisition and Development Agreement.

This initial year, FY19 allowed for the development of many new systems for the organization, hiring of new professional staff, and the audit over its inventory, and prior contracts. Additionally, the organization advanced new legislative recommendations to see the organization into the next chapter, which will be reintroduced in the next legislative session in FY21. The organization is now fully operational, and able to meet the challenge of securing land and providing affordable housing.

Fiscal note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policies.

This item was reviewed by the Housing and Community Affairs Committee on February 18, 2020.

Tom McCasland, Director

Amount of Funding:

\$1,500,000.00 - TIRZ Affordable Housing Fund (2409)

Previously Appropriated

Prior Council Action:

04/01/2009 (O) 2009-261; 12/02/2009 (O) 2009-1220

11/01/2017 (O) 2017-0860; 08/28/2018 (O) 2018-0681

Contact Information:

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Houston Land Bank OPERATING BUDGET PROJECTIONS		
Funding Sources	Sub Total Amounts	Total Funding FY 20
City of Houston HCDD	1,500,000.00	
HLB Projected Lot Disposition	1,125,020.00	
A&D Activity & Expenses	1,456,500.00	
Development Fees Other	50,000.00	
Rental Income	5,000.00	
Interest Income	1,500.00	
Total Revenue		\$4,138,020.00
Expenses	Sub Total Amounts	Total Expenses FY 20
Administrative + Rent	217,490.00	
Employees (8 FTE, S+F)	1,064,100.00	
Professional Services	292,500.00	
Lot Maintenance	748,623.00	
HLB Standard Program (NHDP Program Costs in A&D)	906,000.00	
Total Expenses		\$3,228,713.00
		Balance Forward
		\$909,307.00