



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

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Notice of City Council Committee Meeting by Videoconference  
Tuesday, May 26, 2020, at 10:30 a.m.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by videoconference. The Committee will be participating by videoconference in accordance with the provision of Section 551.127 of the Texas Government Code that have not been suspended by order of the Governor.

**Microsoft Teams Live Meeting**

Type this link into your browser: <https://bit.ly/hcamay>

or visit <https://www.houstontx.gov/council/committees/housing.html>.

Presentation handouts will also be available at <https://www.houstontx.gov/council/committees/housing.html>.

This meeting will also be broadcast on HTV, the City of Houston's Municipal Channel. Public comment will be allowed via videoconference; no in-person input will be allowed.

To sign up for Public Comment, email [Cherrelle.Duncan@houstontx.gov](mailto:Cherrelle.Duncan@houstontx.gov) before 5 p.m. on Friday, May 22nd.

Only those who sign up in advance will be able to provide public comments during the meeting. Public speakers will receive a specific link that will allow them to be able to speak during the public comment portion of the meeting at their designated time to speak.

**I. Call to Order/Welcome**

**II. Public Services**

- a. HCDD recommends Council approval of an Ordinance authorizing the City of Houston (City) to enter into a Contract with the **Texas Department of Housing and Community Affairs (TDHCA)** for a \$1,739,391.00 award of Homeless Housing Services Program (HHSP) funds to address homelessness in Houston. (All Districts)
- b. HCDD recommends Council approval of an ordinance authorizing a Contract between the City of Houston (City) and **Houston Housing Authority**, providing up to \$8,000,000.00 in HOME Investment Partnership Program (HOME) Tenant Based Rental Assistance (TBRA) funds and \$650,000.00 in Community Development Block Grant coronavirus response (CDBG-CV) funds for the administration and operation of a COVID-19 rental assistance program. (All Districts)
- c. HCDD recommends Council approval of an Ordinance authorizing a first contract Amendment between the City of Houston and **The Men's Center dba recenter**, to provide up to \$50,000.00 in Community Development Block Grant (CDBG) funds, for program and administration costs to deliver supportive case management services to a minimum of 50 emergency and transitional housing residents recovering from alcohol and drug abuse. (District D)

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

### III. Real Estate

HCDD recommends Council approval of an Ordinance authorizing an Option Agreement for the \$6,130,000.00 Purchase and Sale of Real Property between the City of Houston (City) and Appian Way Opportunity Fund LLC (Seller) for the purchase of **3200 N. MacGregor Way** (Property), which is eligible under the Community Development Block Grant Disaster Recovery (CDBG DR-17) Harvey Buyout (HB) Program. (District D)

- Tom McCasland, Director
- Ana Martinez, Deputy Assistant Director

### IV. Disaster Recovery

HCDD recommends Council approval of an additional \$900,000.00 in Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Funds to fund the remainder of a contract between the City of Houston (City) and I&I Software to design, build, maintain and support an **Information Management System (IMS)** to manage HCDD's Hurricane Harvey Disaster Recovery operations. (All Districts)

- Tom McCasland, Director
- Jeff Swonke, Division Manager

### V. Director's Comments

- Tom McCasland, Director, HCDD

### VI. Homeless Initiatives

- Marc Eichenbaum, Special Assistant to the Mayor on Homeless Initiatives

Action may be taken on any item listed above. Committee meetings are open to the public. For more information about this committee, please contact Cherelle Duncan at 832.393.3216



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/27/2020

District All

Item Creation Date: 4/27/2020

HCD20-87

Texas Department of Housing and Community Affairs

Homeless Housing Services Program Grant

Agenda Item: II.a.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing the City of Houston (City) to enter into a contract with the Texas Department of Housing and Community Affairs (TDHCA) for a \$1,739,391.00 award of Homeless Housing Services Program (HHSP) funds to address homelessness in Houston. This Ordinance further authorizes the HCDD Director to represent the City on behalf of the HHSP award and have authority to execute the contract between the City and TDHCA for HHSP funds.

According to the TDHCA, the City's proposed 2021 HHSP award amount for general allocation is \$1,322,027.00, plus an additional set-aside funding amount of \$417,364.00 to address youth homelessness. The general allocation must be used by the City on activities eliminating and/or preventing homelessness. Specifically, allowable activities include: construction, development, or procurement of housing for homeless persons; rehabilitation of structures targeted to serving homeless persons or persons at-risk of homelessness; provision of direct services and case management to homeless persons or persons at-risk of homelessness; or other homelessness-related activities as approved by the TDHCA.

HHSP was established by the 81st Texas Legislature through an appropriations rider and codified during the 82nd Texas legislative session. Through HHSP, the state provides funding to the nine largest cities in Texas in support of services to homeless individuals and families. Cities currently served through HHSP are Arlington, Austin, Corpus Christi, Dallas, El Paso, Fort Worth, Houston, Plano and San Antonio.

This Contract is a procedural, administrative matter required by the State of Texas for the City to receive the funds awarded. An Ordinance detailing the proposed allocation of the HHSP funds, once accepted, for use by local nonprofit organizations will be presented to Council for consideration on a future date.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on May 26, 2020.

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Tom McCasland, Director

**Amount of Funding:**

Homeless Housing and Services Program (HHSP) - Fund 5010  
(\$1,739,391.00 - To be received from TDHCA)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/27/2020

District All

Item Creation Date: 4/24/2020

HCD 20-88

Houston Housing Authority

HOME TBRA COVID-19

Agenda Item: II.b.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a Contract between the City of Houston (City) and the Houston Housing Authority, providing up to \$8,000,000.00 in HOME Investment Partnership Program (HOME) Tenant Based Rental Assistance (TBRA) funds and \$650,000.00 in Community Development Block Grant - coronavirus response (CDBG-CV) funds for the administration and operation of the COVID-19 rental assistance program.

Through this contract the Houston Housing Authority will administer program services, including direct rental and utility assistance, to approximately 1,000 low to moderate income clients unable to pay for rent due to loss of income as a result of COVID-19 stay at home orders. The contract period is from June 1, 2020 – December 31, 2021.

<b>Category</b>	<b>Total Contract Amount</b>	<b>Percent</b>
Administrative	\$0.00	0%
CDBG-CV	\$650,000.00	7.51%
HOME TBRA	\$8,000,000.00	92.49%
<b>Total</b>	<b>\$8,650,000.00</b>	<b>100.00%</b>

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on May 26, 2020.

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Tom McCasland, Director

**Amount of Funding:**

\$8,650,000.00 Federal Government – Grant Fund (5000)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 6/10/2020

District D

Item Creation Date: 5/5/2020

HCD20-89

The Men’s Center dba recenter

Agenda Item: II.c.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a first contract Amendment between the City of Houston and The Men’s Center dba recenter to provide up to \$50,000.00 in Community Development Block Grant (CDBG) funds, for program and administration costs to deliver supportive case management services to a minimum of 50 emergency and transitional housing residents who are recovering from alcohol and/or drug abuse.

Supportive services will include helping residents gain access to medical, social and educational services, provide direct assistance in gaining access to coordination of care, case oversight and linkage of appropriate services, and providing bus passes to ensure that residents can access essential services such as medical, legal, educational and workforce development. This is a part of LifeMap, recenter’s flagship program.

By providing alcohol and drug addiction services, recenter will assist individuals in leading more productive and sustainable lives. The Men’s Center dba recenter began receiving CDBG funds in 2016.

<b>Category</b>	<b>Total Contract Amount</b>	<b>Percent</b>
<b>Administration</b>	\$3,275.54	6.55%
<b>Program Costs</b>	\$46,724.46	93.45%
<b>Total</b>	\$50,000.00	100%

HCDD conducted a Request for Proposals (RFP) for CDBG services in COH FY2019, with the option to renew in one-year increments. The Men’s Center dba recenter was one of the providers selected. The initial contract period was April 1, 2019 – March 31, 2020, with a three-month administrative extension through June 30, 2020. This first contract amendment provides funding through December 31, 2020.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing & Community Affairs Committee on May 26, 2020.

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Tom McCasland, Director

**Prior Council Action**

3-27-19 (O) 2019-0173

**Amount of Funding**

\$50,000.00

Federal Government – Grant Funded (5000)

**Contact Information:**

Roxanne Lawson

(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 6/10/2020

District: D

Item Creation Date: 2/3/2020

HCD 20-33

Purchase of 3200 N. MacGregor Way

Agenda Item: III.

### **Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing an Option Agreement for the \$6,130,000.00 Purchase and Sale of Real Property between the City of Houston (City) and Appian Way Opportunity Fund LLC (Seller) for the purchase of 3200 N. MacGregor Way (Property), which is eligible under the Community Development Block Grant - Disaster Recovery (CDBG-DR17) Harvey Buyout (HB) Program.

The Property comprises approximately 47,890 sq. ft of land including 37,138 square feet of improvements and is located at 3200 N. MacGregor Way, Houston TX, 77004. The \$6,000,000.00 purchase price is based on appraisal, plus additional due diligence and closing cost of approximately \$130,000.00. The HB Program was approved by Ordinance No. 2020-0181, adopted on March 10, 2020.

Seller will convey the land to the City subject to the following restrictions and conditions:

1. The Property shall be dedicated and maintained in perpetuity for a use that is compatible with open space, recreational, or floodplain and wetlands management practices.
2. No new structure will be erected on property acquired, accepted, or from which a structure was removed under the acquisition or relocation program other than: (a) a public facility that is open on all sides and functionally related to a designated open space (e.g., a park, campground, or outdoor recreation area); (b) a rest room; or (c) a flood control structure, provided that structure does not reduce valley storage, increase erosive velocities, or increase flood heights on the opposite bank, upstream, or downstream and that the local floodplain manager approves, in writing, before the commencement of the construction of the structure.
3. No subsequent application for additional disaster assistance for any purpose or to repair damage or make improvements of any sort will be made by the recipient to any Federal entity in perpetuity.
4. The foregoing covenants and agreements are adopted for, and placed upon the Property, and shall run with the land, be binding upon all parties, now and at any time hereafter, having or claiming any right, title or interest in or to the Property or any part thereof, their heirs, legal representatives, executors, administrators, successors and assigns, regardless of the source of, or the manner in which any such right, title or interest is or may be acquired and any conveyance of any interest in the Property by Grantee or a subsequent owner must reference and incorporate the foregoing covenants and require the Property to be dedicated and maintained for compatible uses in perpetuity. The foregoing covenants may be enforced by Grantee, General Land Office (GLO) or U.S. Department of Housing & Urban Development (HUD) jointly or severally; however, failure, refusal or inability by either Grantee, GLO or HUD, jointly or severally, to enforce any of the foregoing covenants shall in no event be deemed a waiver or release of the right to do so thereafter. If one or more of the foregoing covenants shall be held unenforceable, invalid or illegal in any respect, such unenforceability, invalidity or illegality shall not affect any other provision of said covenants, which shall be construed as if such unenforceable, invalid or illegal provision had never been a part hereof.

The Seller understands that there is no obligation to sell the Property under the HB program, but the seller does so voluntarily, and that power of eminent domain will not be used to acquire the Property. The purchase of the Property is subject to environmental clearance from the U.S. Department of Housing and Urban Development and other approvals from the program guidelines from the Texas General Land Office.

The following is a breakdown of estimated costs:

<b>Sources</b>	<b>Amount</b>	<b>Uses</b>
CDBG DR 17	\$6,000,000.00	Estimated Purchase Price
CDBG DR 17	\$130,000.00	Estimated Due Diligence closing post maintenance cost
<b>Total</b>	<b>\$6,130,000.00</b>	<b>Estimated Total</b>

**Fiscal Note:**

Funding for this item is included in the FY2020 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 May 26, 2020.

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Tom McCasland, Director

**Prior Council Action:**

3/10/20 (O) 2020-181

**Amount of Funding:**

\$6,130,000.00 –Federal State Local – Pass Through Fund (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 6/3/2020

District ALL

Item Creation Date: 5/1/2020

HCD20-90

Harvey Information Management System Bridge Financing

Agenda Item: IV.

### **Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an additional \$900,000.00 in Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Funds to fund the remainder of a contract between the City of Houston (City) and I&I Software to design, build, maintain and support an Information Management System (IMS) to manage HCDD's Hurricane Harvey Disaster Recovery operations.

This contract was approved by Council on October 24, 2018, by Ordinance No. 2018-863, for a total amount of \$1,640,000.00. This Ordinance was issued with initial funding from TIRZ of \$945,000.00, with the expectation that the TIRZ funds would be reimbursed, and the remainder of the contract funded, with Community Development Block Grant-Disaster Recovery (CDBG-DR17) funds when those funds became available. On February 19, 2020, by Ordinance No. 2020-114, an additional \$695,000.00 in TIRZ funds was added to the contract to bring the total amount to \$1,640,000.00. This request will add \$900,000.00 to bring the new total to \$2,540,000.00.

During a monitoring review, it was determined that while the contract was issued in accordance with the City's purchase of products and services from the Contractor under the Contractor's General Services Administration (GSA) Contract, the procurement did not adhere to federal procurement standards as prescribed by 2 CFR 200. Therefore, costs incurred under this contract not eligible for reimbursement under CDBG-DR17. The contract will soon be re-procured, but it is not expected to be finalized before April 2021. This request adds additional time and funding to continue to maintain, enhance, and add more functionality to the Harvey IMS.

Completion of the IMS is critical for successful implementation and administration of CDBG-DR17 programs. Additional funding is needed by the City and its contractors to continue to record all program information, perform financial grant management and drive work processes. It will also continue to track applicant progress, develop and provide milestone reporting, while satisfying all US Department of Housing and Urban Development, Texas General Land Office and City requirements for the program.

### **Fiscal Note:**

Funding for this item is included in the FY2020 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 May 26, 2020.

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Tom McCasland, Director

### **Amount of Funding:**

\$900,000.00 - TIRZ Affordable Housing Funds (2409)

### **Prior Council Action:**

10/24/2018 (O) 2018-863; 2/19/2020 (O) 2020-114

### **Contact Information:**

Roxanne Lawson  
(832) 394-6307