



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  
Monday, April 27, 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/hcacomm>

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, April 24. 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. Planning & Grants Management**

The Housing and Community Development Department (HCDD) recommends Council approval of a fifth **Substantial Amendment** to the Community Development Block Grant Disaster Recovery 2015 (CDBG-DR15) Action Plan to revise the Strategic Buyout Program’s language from “housing buyout” to “property buyout” to expand the pool of eligible properties. (All Districts)

- Tom McCasland, Director, HCDD
- Derek Sellers, Assistant Director

**III. Public Services**

- HCDD recommends Council approval of an Ordinance authorizing a \$504,837.50 Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) grant to **The Village Learning & Achievement Center Inc.** for Vocational Training and Supportive Employment Services to 164 low- to moderate- income Houstonians with Intellectual and/or Developmental Disabilities (I/DD). (District E)
- HCDD recommends Council approval of an Ordinance authorizing a contract between the City of Houston and **SER - Jobs for Progress** of the Texas Gulf Coast Inc. (SER), providing up to \$1,375,000.00 in CDBG-DR17

funds for job training and education services to approximately 2,000 low- to moderate- income individuals affected by Hurricane Harvey. (All Districts)

- c) HCDD recommends Council approval of an Ordinance authorizing a contract between the City of Houston and **Home Builders Institute** (HBI), providing up to \$1,219,258.00 in CCDBG-DR17 funds for job training and education services to approximately 195 low- to moderate- income individuals who were directly or indirectly affected by Hurricane Harvey. (All Districts)
- d) HCDD recommends Council approval of an Ordinance authorizing a contract between the City of Houston and Houston's Capital Investing in Development and Employment of Adults Inc. (**Capital IDEA**), providing up to \$600,000.00 in CDBG-DR17 funds for Career Navigation Case Management and Career Placement Services. (All Districts)
- e) HCDD recommends Council approval of an Ordinance authorizing a first contract Amendment to an agreement between the City of Houston and **Goodwill Industries of Houston** (Goodwill), providing \$200,000.00 of federal Housing Opportunities for Persons with AIDS (HOPWA) funds to finance the operation of a job services program with supportive services for 250 low- to moderate- income households affected by HIV and AIDS. (All Districts)
- f) HCDD recommends Council approval of an Ordinance authorizing a first contract Amendment to an agreement between the City of Houston and **Buckner Children and Family Services Inc.** to provide funding up to \$100,000.00 for program costs of supportive housing and support services to vulnerable, low- to moderate-income Houston families with children who are in danger of being separated. (District D)
- g) HCDD recommends Council approval of an Ordinance authorizing a first contract Amendment 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 serving up to 150 low- and moderate-income participants. (All Districts)
- h) HCDD recommends Council approval of an Ordinance authorizing a contract between the City of Houston and Avenue Community Development Corporation (**Avenue CDC**), providing up to \$300,000.00 in CDBG-DR17 funds for bilingual housing counseling and education services to approximately 600 low-to-moderate income families who were directly or indirectly affected by Hurricane Harvey. (District H)

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

#### IV. Economic Development

HCDD recommends Council approval of an Ordinance adopting the attached guidelines for the Disaster Recovery (DR-17) **Harvey Economic Development Program** (HEDP) using CDBG-DR17 funds from the Texas General Land Office (GLO). (All Districts)

- Tom McCasland, Director, HCDD
- Paula Pineda, Ph.D., Division Manager

#### V. Multifamily

- a) HCDD recommends council approval of an Ordinance authorizing a loan of \$2,350,000.00 in Community Development Block Grant Disaster Recovery (CDBG-DR17) funds, between the City of Houston and NH WLY LP, to be used towards the land acquisition of the new development located at **7925 W. Little York Rd.** Houston, TX 77040. (District A)
- b) HCDD recommends council approval of an Ordinance authorizing a loan of \$9,090,000.00 in Community Development Block Grant Disaster Recovery (CDBG-DR17) funds, between the City of Houston and Avenue

Community Development Corporation, to be used towards the land acquisition of the new development located at **2136 W. 34<sup>th</sup> St.** Houston, TX 77018. (District C)

- c) HCDD recommends Council approval of an Ordinance authorizing a \$12,512,826.00 loan to CHCDC Affordable Elderly, LLC for the site acquisition and construction of **Change Happens Senior Housing (Elgin Place)**, a 74-unit affordable rental housing community for seniors earning 80 percent of the Area Median Income and below. (District D)
- d) HCDD recommends council approval of an Ordinance authorizing \$1,650,000.00 in CDBG-DR17 funds, between the City of Houston and Avenue Community Development Corporation to finance the acquisition and renovation of the **Gale Winds Apartments** located at 5005 Irvington Blvd, Harris County, Texas 77009. (District H)
  - Tom McCasland, Director, HCDD
  - Ray Miller, Assistant Director

## **VI. Disaster Recovery (HoAP)**

- a) HCDD recommends Council approval of an Amendment to Ordinance 2019-265 funded through a CDBG-DR17 grant for the Homeowner Assistance Program (HoAP). This Amendment will give the HCDD Director the authority to exceed the \$250,000.00 limit of rehabilitation and reconstruction assistance limit in Ordinance 2019-265 when it is due to Homeowners Association (HOA) and local requirements. (All Districts)
  - Tom McCasland, Director, HCDD
  - Jeff Swonke, Division Manager

## **VII. Public Comments**

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, April 24. 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.

## **VIII. Director's Comments**

- Tom McCasland, Director, HCDD

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



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/29/2020

District ALL

Item Creation Date: 3/24/2020

HCD20-71

CDBG-DR15 Substantial Amendment Buyout Program

Agenda Item: II.a.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of a Substantial Amendment to the Community Development Block Grant Disaster Recovery 2015 (CDBG-DR15) Action Plan. The Strategic Buyout Program's language is being revised to replace "housing buyout" with "property buyout." This will expand the pool of properties eligible under the Strategic Buyout Program.

This would be the fifth amendment to the Community Development Block Grant Disaster Recovery 2015 (CDBG-DR15) Action Plan.

Per the Citizen Participation Plan for Houston's CDBG – DR15 Program (CPP), a change in program benefit or eligibility criteria constitutes a Substantial Amendment, which requires a fourteen (14) day public notice and Council approval.

No fiscal note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Prior Council Action:**

01/14/2020 (O) 2020-51; 10/24/2017 (O) 2017-832

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/13/2020

District E

Item Creation Date: 3/2/2020

HCD20-74

The Village Learning Center

Agenda Item: III.a.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a \$504,837.50 Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) grant to The Village Learning & Achievement Center, Inc. (The Village Learning Center) for Vocational Training and Supportive Employment Services to 164 low- to moderate- income Houstonians with Intellectual and/or Developmental Disabilities (I/DD).

The Village Learning Center’s services will include individualized weekly vocational education with one-on-one job training in job task completion as determined through an individualized baseline assessment and development of goals and objectives. They also intend to provide on-site job training and entry level employment opportunities for members of the vocational program internally and community partners along with area businesses including Chili’s, McDonald’s, Walgreens and Kroger.

When individuals demonstrate the mastery of the targeted skills necessary for successful employment, The Village Learning Center will then graduate them to their Individualized and/or Supportive Employment Programs. The goals of these programs are to improve independence and self-reliance. CDBG-DR17 funds are providing 59% of the total project costs.

<b>Category</b>	<b>Amount</b>	<b>Percentage</b>
Direct Program Service Costs	\$482,087.50	95.49%
Administrative Costs	\$22,750.00	4.51%
Total	\$504,837.50	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. The Village Learning Center was one of the providers selected. The contract period is from June 1, 2020 – May 31, 2021. The Village Learning Center began receiving funding through the City of Houston in 2012.

\*Harvey Indirect Tie Back: Studies have shown that persons with disabilities are more likely to live in poverty, be unemployed, and have limited access to health care under pre-storm conditions. An article written by the Natural Hazards Center shows that approximately 1 million people with disabilities were impacted by Harvey, further complicating life for such individuals and reducing their opportunities to find gainful employment and improve their living conditions. The services being proposed by the Village Learning Center will help make more options available in this area for individuals with I/DD.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding**

\$504,837.50 Federal Government - Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/13/2020

District ALL

Item Creation Date: 3/20/2020

HCD20-53

SER-Jobs for Progress of the Texas Gulf Coast, Inc.

Harvey Public Services

Agenda Item: III.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 SER-Jobs for Progress of the Texas Gulf Coast, Inc. (SER), providing up to \$1,375,000.00 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds for job training and education services to approximately 2000 low- to moderate- income individuals who were directly or indirectly affected by Hurricane Harvey. CDBG-DR17 funds are providing 57.28% of the total project cost.

<b>Category</b>	<b>Amount</b>	<b>Percentage</b>
Program Administration	\$162,500.00	11.82%
Program Services	\$1,212,500.00	88.18%
Total	\$1,375,000.00	100%

HCDD conducted a Notice of Funding Availability for CDBG-DR17 – Harvey Public Services contracts for fiscal year 2020, with a one-year renewal option. SER was one of the providers selected. The contract term is June 1, 2020 – May 31, 2021. 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 individuals 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 April 27, 2020.

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Tom McCasland, Director

**Amount of Funding:**

\$1,375,000.00 Federal Government - Grant Funded (5030)

**Contact Information:**

Roxanne Lawson

(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/13/2020

District ALL

Item Creation Date: 3/30/2020

HCD20-52

Home Builders Institute (HBI)

Harvey Public Services (CDBG DR-17)

Agenda Item: III.c.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance authorizing a contract between the City of Houston and Home Builders Institute (HBI), providing up to \$1,219,258.00 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds for job training and education services to approximately 195 low- to moderate-income individuals who were directly or indirectly affected by Hurricane Harvey.

<b>Category</b>	<b>Amount</b>	<b>Percentage</b>
Program Administration	\$130,634.00	10.71%
Program Services	\$1,088,624.00	89.29%
Total	\$1,219,258.00	100%

CDBG-DR17 funds are providing 85.91% of the total project cost. HCDD conducted a Notice of Funding Availability for CDBG-DR17 – Harvey Public Services contracts for fiscal year 2020, with a one-year renewal option. HBI was one of the providers selected. The contract term is June 1, 2020 – May 31, 2021. 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). Labor Market Information shows approximately 600 job openings in construction trades, including carpentry and electrical skills, needed for Houston’s rebuilding efforts. Job training services enable individuals to obtain employment, thereby increasing their financial independence and resiliency to withstand and recover from future disasters.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding:**

\$1,219,258.00 Federal Government - Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/13/2020

District D

Item Creation Date: 03/11/2020

HCD 20-76

Houston’s Capital Investing in Development and Employment of Adults, Inc.

(Capital IDEA Houston - CDBG-DR17)

Agenda Item: III.d.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a contract between the City of Houston (City) and Houston’s Capital Investing in Development and Employment of Adults Inc. (Capital IDEA), providing up to \$600,000.00 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds for a workforce development program serving at least 150 low- to moderate- income participants

Capital IDEA is proposing to offer workforce development in higher-paying and in-demand professional fields/careers through Career Navigation Case Management, Career Placement Services, and a Tutoring program. Students will complete shorter cycle training programs in job sectors such as healthcare, specialty construction, and technology.

Capital IDEA Houston will provide services to at least 150 low- to moderate- income adults residing in Houston, and currently attending community college. CDBG-DR17 funds provide approximately 42.5% of the total cost of this activity.

Category	Amount	Percentage
Program Administration	\$63,518.03	10.59%
Program Services	\$536,481.97	89.41%
Total	\$600,000.00	100.0%

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. Capital IDEA Houston was one of the providers selected. The term of this contract will be June 1, 2020 – May 31, 2021. This is their first Disaster Recovery contract.

\*Harvey Indirect Tieback: Houston shed nearly 25,000 jobs in the aftermath of Hurricane Harvey. These jobs, primarily in the retail and food service industries were almost all exclusively low-wage jobs in the secondary labor market. In Harris County, a family of four needs to earn at least \$61,404.00 to rise above the poverty line. Thus, working families are trapped in a secondary labor market in which their jobs pay less than a living wage. Moreover, workers in this secondary wage market are the most likely to face wage and hour cuts, lay-offs, job eliminations, or terminations.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland Director

**Amount of Funding:**

\$600,000.00 Federal Government - Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307





**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/13/2020

District ALL

Item Creation Date: 3/30/2020

HCD20-73

Goodwill Industries of Houston

Housing Opportunities for Persons with AIDS (HOPWA)

Agenda Item: III.e.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a first contract Amendment between the City of Houston (City) and Goodwill Industries of Houston (Goodwill), providing \$200,000.00 of federal Housing Opportunities for Persons with AIDS (HOPWA) funds to finance the operation of a job services program with supportive services for 250 low- to moderate- income households affected by HIV and AIDS.

Job-related services and supportive services include case management, educational services, life-skills training, job search skills training, and referrals to other services so that vulnerable individuals can lead sustainable lives. HOPWA funds are providing 7% of the total cost of this program.

<b>Category</b>	<b>Amount</b>	<b>Percentage</b>
Administrative	\$0	0%
Supportive Services	\$200,000.00	100%
<b>Total</b>	<b>\$200,000.00</b>	<b>100%</b>

HCDD conducted a Request for Proposals (RFP) for HOPWA services in COH FY2019, with the option to renew in one-year increments. Goodwill was one of the providers selected. The initial contract period was June 1, 2019 – May 31, 2020. This first contract amendment provides funding through May 31, 2021.

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

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Prior Council Action:**

5-22-19 (O) 2019-385

**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: 5/15/2019

District D

Item Creation Date: 4/2/2019

HCD20-75

Buckner Children and Family Services, Inc.

Agenda Item: III.f.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing a first contract amendment between the City of Houston (City) and Buckner Children and Family Services, Inc. to provide up to \$100,000.00 in Community Development Block Grant (CDBG) funds for support services to vulnerable, low- to moderate- income Houston families with children who are in danger of being separated.

The project's scope of work is to provide wrap-around services to 30 families who meet criteria outlined by the Texas Department of Family and Protective Services and who are low-to moderate-income, which qualifies them for residence in New Hope Housing at Reed Road. Services will include family coaching (case management) and adult empowerment (i.e. English as a Second Language and General Equivalency Diploma).

Buckner's Keeping Families Together (KFT) model leverages supportive housing to offer stability to families with children at risk of being separated from their birth parents, reduces foster care placement costs and reunites children with their families. CDBG funding provides 20% of the total program cost.

Category	Amount	Percent
Program Costs	\$100,000.00	100%
Total	\$100,000.00	100%

HCDD conducted a Request for Proposals (RFP) for CDBG services in COH FY2019, with the option to renew in one-year increments. Buckner Children and Family Services, Inc. was one of the providers selected. The initial contract period was March 1, 2019 – February 29, 2020, with a three-month administrative extension through May 31, 2020. This first contract amendment provides funding from June 1, 2020 – May 31, 2021.

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Prior Council Action:**

2-20-19 (O) 2019-0108

**Amount of Funding**

\$100,000.00 Federal Government Grant Funded - 5000

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 5/5/2020

District ALL

Item Creation Date: 3/31/2020

HCD20-27

Capital IDEA Houston CDBG

Agenda Item: III.g.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of a first contract Amendment between the City of Houston (City) and Capital Investing in Development and Employment of Adults Inc. (Capital IDEA), providing up to \$200,000.00 in Community Development Block Grant (CDBG) funds for a workforce development program serving 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. Capital IDEA has 238 participants enrolled in various stages of the program as follows: Six are in developmental instruction in basic math, English, and writing; 42 are in prerequisite courses for college; 51 are enrolled in required core classes for their major; and 139 students have graduated. Of the 139 graduates, 14 are currently preparing to take the State Board of examination, 75 are seeking employment and 50 have obtained living wage employment within the past two years and are actively being tracked. The agency anticipates 36 graduates in the class of 2020.

CDBG 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	\$23,967.96	11.98%
Program Services	\$176,032.04	88.02%
Total	\$200,000.00	100.00%

HCDD conducted a Request for Proposal (RFP) for Public Services contracts for fiscal year 2020, with a one-year renewal option for fiscal year 2021. Capital IDEA was one of the agencies selected. The term of this contract will be June 1, 2020- May 31, 2021. Capital IDEA began receiving CDBG funds 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 April 27, 2020.

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Tom McCasland, Director

**Prior Council Action:**

4/17/2019 (O) 2019-278

**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: 5/20/2020

District: H

Item Creation Date: 4/10/2020

HCD20-29

Avenue Community Development Corporation (Avenue CDC)

Harvey Public Services (CDBG DR-17)

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 Avenue Community Development Corporation (Avenue CDC), providing up to \$300,000.00 in Community Development Block Grant – Disaster Recovery 2017 (CDBG-DR17) funds for bilingual housing counseling and education services to approximately 600 low- to moderate- income families who were directly or indirectly affected by Hurricane Harvey.

Services may include: pre-purchase education classes, one-on-one homebuyer counseling, post-purchase counseling, and foreclosure prevention counseling, along with case management which includes client specific wrap around services. CDBG-DR17 funds are providing 40.19% of the total project cost.

Category	Amount	Percentage
Program Administration	\$34,667.50	11.56%
Program Services	\$265,332.50	88.44%
Total	\$300,000.00	100%

HCDD conducted a Notice of Funding Availability for CDBG-DR17 – Harvey Public Services contracts for fiscal year 2020, with a one-year renewal option. Avenue CDC was one of the providers selected. The contract term is June 1, 2020 – May 31, 2021. This is their first Public Service Disaster Recovery contract.

\*Hurricane Indirect Tie Back: In August 2017 Hurricane Harvey hit Southeast Texas bringing historic flooding and unprecedented impacts on affordable housing. Houston’s labor force was impacted by the hurricane causing over \$125 billion in damage according to the National Hurricane Center. The Houston Housing Authority reported damage to nearly 5,800 affordable housing units in its inventory. Housing Counseling Services help revitalize and stabilize communities in order to 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 April 27, 2020.

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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:

District: ALL

Item Creation Date:

HCD20-78

Disaster Recovery (CDBG DR - 17) Economic Development

HEDP Program Guidelines

Agenda Item: IV.

### **Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an ordinance adopting the attached guidelines for the Disaster Recovery (DR-17) Harvey Economic Development Program (HEDP) using Community Development Block Grant - Disaster Recovery (CDBG-DR) funds from the Texas General Land Office (GLO). These guidelines will provide a broad outline of what HCDD's HEDP will entail.

The HEDP consists of two subprograms: the Small Business Grants Program (SGP) and the Dream Fund Program (Dream Fund), a revolving loan fund. The SGP will provide technical assistance to a minimum of 100 local microenterprises and will provide capital grants of \$50,000.00 or \$100,000.00 to at least 200 small businesses. HCDD will competitively procure a vendor partner to provide technical assistance and grant underwriting for this program.

The Dream Fund Program shall create a sustainable revolving loan fund to provide business loans for qualified small contractors working on construction projects with the City of Houston in its efforts to rebuild post-Harvey. The Dream Fund shall provide a Line of Credit of \$150,000.00 maximum and/or a Term Loan of \$250,000.00 for eligible small contractors. HCDD will competitively procure a vendor partner to administer the revolving loan fund.

The HEDP prioritizes microenterprises, defined as businesses with five or fewer employees owned by low-income or minority individuals, or others who lack access to business capital and resources. Eligibility criteria for the HEDP is based on federal CDBG-DR guidance and regulations. To be eligible, applicants must be: 1.) a low and middle-income (LMI) microenterprise business owner, or 2.) a small business that serves low and middle-income areas, or 3.) a small business that will create jobs for low-and-middle income individuals.

The HEDP's prioritization of low-and-middle income populations addresses Hurricane Harvey's disproportionate impact on low-income communities and households, which exacerbated the well-documented struggle to access affordable housing in Houston. Additionally, by establishing a revolving fund to assist small construction-sector businesses to develop, the program addresses the industry's labor shortage and Houston's ability to rebuild after the storm, increasing the City's resilience.

The program must be completed six years from the award of the contract to the City of Houston from the Texas General Land Office (GLO), HUD's direct recipient of Hurricane Harvey CDBG-DR funds. The projected timeline is to launch the program by January 2021, and close out by August of 2022.

No fiscal note is required. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

### **Contact Information:**

Roxanne Lawson

(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: TBD

District A

Item Creation Date: 12/10/2019

HCD 19-81

West Little York Apartments - New Construction

Agenda Item: V.a.

**Background:**

The Housing and Community Development Department (HCDD) recommends council approval of an Ordinance authorizing \$2,350,000.00 in the form of Community Development Block Grant Disaster Recovery (CDBG-DR17) funds, for an agreement between the City of Houston and NH WLY LP. The loan will be used towards the land acquisition of the new development located at 7925 W. Little York Rd. Houston, TX 77040.

W. Little York Apartments is a “New Construction” development and will have 150 highly-appointed apartment homes targeted to working families, seniors & veterans with incomes ranging from \$15,000.00 to over \$60,000.00. The property is in City of Houston Council District A sits in Census Tract #48201532300, which has a poverty rate of 14.4% and Area Median Family Income of \$44,571.00. There are no existing LIHTC financed communities within the census tract.

Estimated cost of acquisition, construction and soft cost is \$22.83 million or roughly \$152,200.00 per unit. The building design will be three-story, garden-style built upon a concrete post-tension slab. The building exterior will be a mix of brick/stone/stucco and Hardi-siding. All mechanicals, and appliances will be electric. This property will meet the “Energy Star-Multifamily” green building standard.

<b>Sources</b>	<b>Amount</b>	<b>Uses</b>	<b>Amount</b>
City of Houston Request	\$ 2,350,000.00	Hard Cost	\$12,708,950.00
9% Housing Tax Credit Proceeds Equity Partners - TBD	\$13,798,620.00	Soft Cost	\$4,803,471.00
In-Kind Equity/ Deferred Developer Fee	\$ 31,380.00	Acquisition Cost	\$2,450,000.00
Conventional Loan	\$6,650,000.00	Developer Fee	\$2,520,384.00
		Reserves	\$347,195.00
<b>Total Source of Funds:</b>	<b>\$22,830,000.00</b>	<b>Total Project Cost:</b>	<b>\$22,830,000.00</b>

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding**

\$2,350,000.00 Federal Government – Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
 (832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: TBD

District C

Item Creation Date: 11/1/2019

HCD 19-80

Avenue on 34<sup>th</sup> - New Construction

Agenda Item: V.b.

**Background:**

The Housing and Community Development Department (HCDD) recommends council approval of an Ordinance authorizing \$9,090,000.00 in the form of Community Development Block Grant Disaster Recovery (CDBG-DR17) funds, between the City of Houston and Avenue Community Development Corporation. The loan will be used towards the land acquisition of the new affordable housing development located at 2136 W. 34<sup>th</sup> St. Houston, TX 77018.

Avenue CDC proposes to develop a 70-unit mixed-income apartment community in District C, the thriving and growing Oak Forest community of Houston. The property is located in Census Tract #48201530200, which has a poverty rate of 11.5% and AMI of \$83,152.00.

Avenue on 34th will provide a valuable asset to both the Oak Forest area and Houston at large that will contribute to resiliency and the long-term recovery efforts after Harvey. This development will bring new, quality, energy-efficient, affordable housing inventory built to modern drainage and building standards, located in a non-flooding area of a thriving neighborhood that did suffer flood damage to a portion of its inventory located close to White Oak Bayou.

<b>Sources</b>	<b>Amount</b>	<b>Uses</b>	<b>Amount</b>
<b>City of Houston Request</b>	\$ 9,090,000.00	Hard Cost	\$ 9,907,200.00
LIHTC Syndication Proceeds	\$ 3,071,375.00	Soft Cost	\$ 3,178,405.00
In-Kind Equity/ Deferred Developer Fee	\$ 0.00	Acquisition Cost	\$ 3,852,033.00
Conventional Loan	\$ 6,026,263.00	Developer Fee	\$ 900,000.00
		Reserves	\$ 350,000.00
<b>Total Source of Funds:</b>	<b>\$ 18,187,638.00</b>	<b>Total Project Cost:</b>	<b>\$ 18,187,638.00</b>

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding**

\$9,090,000.00 Federal Government – Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: TBD

District D

Item Creation Date: 10/29/19

Elgin Place Apartments - New Construction

HCD19-79

Agenda Item: V.c.

**Background:**

The Housing and Community Development Department (HCDD) requests Council approval of an Ordinance authorizing a \$12,512,826.00 Community Block Grant Disaster Recovery (CDBG DR-17) loan to CHCDC Affordable Elderly, LLC for the site acquisition and construction of Elgin Place, a 74-unit affordable rental community in Houston’s Historic Third Ward.

The development will target a variety of income levels, including seniors earning 80 percent of the Area Median Income and below through a mix of efficiency one-bedroom units. The project will be a joint venture between Change Happens CDC, a reputable non- profit organization whose efforts greatly impact members of the Third Ward community, and NHP Foundation, a national non-profit developer. NHP has successfully completed projects in the past with HCDD, and through its “Affiliate Program,” NHP has extended its resources and partnered with Change Happens to build capacity while guaranteeing completion of this project.

The City of Houston affordability period will be 40 years and will commence when the construction period is completed. Loan will be non-amortizing throughout both the construction and permanent period. Following project completion, the outstanding principal balance of the note shall accrue at 1% interest. Borrower will pay an annual installment of interest from available cash flow.

<b>Sources:</b>		<b>Uses:</b>	
Housing Tax Credit Syndication Proceeds (TBD)	\$7,972,340.00	Hard Cost	\$17,784,520.00
City of Houston Request (CDBG DR-17)	\$12,512,826.00	Soft Cost	\$2,849,523.00
Permanent Loan (TBD)	\$3,104,577.00	Acquisition Cost	\$1,090,700.00
In-Kind Equity/ Deferred Developer Fee	\$1,500,000.00	Developer Fee	\$3,050,000
		Reserves	\$315,000.00
<b>Total Source of Funds:</b>	<b>\$25,089,743.00</b>	<b>Total Project Cost:</b>	<b>\$25,089,743.00</b>

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding**

\$12,512.826.00 Federal Government – Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307





**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 05/13/2020

District H

Item Creation Date: 02/1/2020

HCD 20-72

Gale Winds Apartments- Acquisition and Rehabilitation

Agenda Item: V.d.

**Background:**

The Housing and Community Development Department (HCDD) recommends council approval of an Ordinance authorizing \$1,650,000.00 in the form of Community Development Block Grant Disaster Recovery (CDBG-DR17) funds, between the City of Houston and Avenue Community Development Corporation. The purpose of the loan is to finance the cost to acquire and renovate the Gale Winds Apartments located at 5005 Irvington Blvd, Harris County, Texas 77009.

Avenue CDC proposes to purchase and rehabilitate the 18-unit mixed-income apartment community in District H, Census Tract# 48201210600, which has a poverty rate of 19.60% and AMI of \$51,113.00. The project will help to strengthen the greater northside communities of its affordability, family asset-building, comprehensive community revitalization, and economic development.

Avenue CDC will forego the hiring of a general contractor, given the small size and value of the project, Avenue will utilize its internal repair staff to manage the rehabilitation of the Gale Winds Apartments. Avenue CDC will comply with all requirements as put forth by the department including requirements regarding, pay, training and participation.

<b>Sources</b>	<b>Amount</b>	<b>Uses</b>	<b>Amount</b>
<b>City of Houston Request</b>	<b>\$ 1,650,000.00</b>	Hard Cost	\$ 964,968.00
LIHTC Syndication Proceeds	\$ 0.00	Soft Cost	\$ 400,020.00
In-Kind Equity/Deferred Developer Fee	\$ 145,000.00	Acquisition Cost	\$ 1,745,000.00
Conventional Loan	\$ 1,184,988.00	Developer Fee	\$ 168,000.00
Cash Equity	\$ 325,000.00	Reserves	\$ 27,000.00
<b>Total Source of Funds:</b>	<b>\$ 3,304,988.00</b>	<b>Total Project Cost:</b>	<b>\$ 3,304,988.00</b>

No Fiscal Note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Amount of Funding**

\$1,650,000.00 Federal Government – Grant Funded (5030)

**Contact Information:**

Roxanne Lawson  
(832) 394-6307



**CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 4/29/2020

District ALL

Item Creation Date: 4/20/2020

HCD20-79

Amendment to Ordinance 2019-265

Agenda Item: VI.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of an Amendment to Ordinance 2019-265. Ordinance 2019-265 authorized and approved the forgivable loan agreement, promissory note, deed of trust, and grant acknowledgment forms for residential construction repair and rehabilitation services and/or reimbursement used in the Hurricane Harvey Homeowner Assistance Program (HoAP). It also authorized the City of Houston Mayor to execute a forgivable agreement and/or grant acknowledgment with eligible program participants.

This Amendment will give the HCDD Director the authority to exceed the \$250,000 limit of reconstruction assistance when it is due to Homeowners Association (HOA) and local requirements. In addition, the Director will have the authority to exceed the limit to meet the needs of the applicant's household size requirement in the HoAP.

No fiscal note is required on grant items. This item was reviewed by the Housing and Community Affairs Committee on April 27, 2020.

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Tom McCasland, Director

**Prior Council Action:**

03/27/2019 (O) 2019-265

**Contact Information:**

Roxanne Lawson  
(832) 394-6307