



Houston City Council  
**Housing and Community Affairs Committee**

**Mike Laster (Chair)**

**Robert Gallegos (Vice Chair)**

Dwight A. Boykins - David W. Robinson - Michael Kubosh

Karla Cisneros - Mike Knox – Martha Castex-Tatum

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

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

**II. Planning & Grants Management**

**a) Substantial Amendment (HOPWA Budget)**

The Housing and Community Development Department (HCDD) recommends Council authorization and approval of a Substantial Amendment, transferring \$300,000.00 in Tenant Based Rental Assistance (TBRA) activity funds to the Sponsor Administration activity within the HOPWA 2018 Program Year Budget. (All Districts)

**b) Amendment to the CDBG-DR Action Plan for Hurricane Harvey (Round 1)**

HCDD recommends Council approval to amend Houston related sections of the State of Texas Plan for Disaster Recovery: Hurricane Harvey – Round 1 (Plan), including an additional allocation of CDBG-DR funding in the amount of \$99,923,703.00 for Hurricane Harvey from the Texas General Land Office. (All Districts)

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

**III. Public Services**

**a) Association for the Advancement of Mexican Americans (AAMA)**

HCDD recommends Council approval of a \$260,565.81 HOPWA Contract between the City of Houston and AAMA to provide supportive services to approximately 65 households that are homeless or have unstable housing conditions. (All Districts)

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

HCDD recommends Council approval of a Contract between the City of Houston and the Coalition for the Homeless of Houston/ Harris County (Coalition) providing \$64,646.85 in HOPWA funds to finance the operation of the Homeless Management Information System (HMIS). (All Districts)

**c) The Men's Center dba recenter**

HCDD recommends Council approval of a Contract between the City of Houston and The Men's Center dba recenter providing \$130,000.00 in CDBG funds for case management supportive services to a

minimum of 100 emergency and transitional housing residents recovering from alcohol and/or drug abuse. (District D)

**d) Houston Volunteer Lawyers**

HCDD recommends Council approval of a Contract between the City of Houston and the Houston Volunteer Lawyers Program, Inc. providing \$150,700.00 in HOPWA funds to deliver comprehensive civil legal assistance to a minimum of 150 low-income persons living with HIV/AIDS. (All Districts)

**e) A Caring Safe Place**

HCDD recommends Council approval of a Contract between the City of Houston and A Caring Safe Place Inc. to provide up to \$858,049.89 in HOPWA funding to operate and maintain a single-room-occupancy (SRO) community residence and transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS. (District B)

**f) AIDS Foundation of Houston**

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

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

**IV. Public Comments**

**V. Director's Comments**

Tom McCasland, Director, HCDD



## **CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 3/13/2019

District ALL

Item Creation Date: 1/28/2019

Housing Committee Date: 2/19/2019

HCD19-10

2018 Annual Action Plan

Substantial Amendment – HOPWA

Agenda Item: II.a.

### **Background:**

The City of Houston (City), through its Housing and Community Development Department (HCDD), recommends City Council authorize and approve a Substantial Amendment which would transfer Tenant Based Rental Assistance (TBRA) activity funds to the Sponsor Administration activity within the Housing Opportunities for Persons with AIDS (HOPWA) 2018 Program Year Budget. The total amount of funds to be moved is \$300,000.00.

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.

<b>Budget</b>		
<b>Activity</b>	<b>Delete/Decrease</b>	<b>Add/Increase</b>
<b>The Program Year 2018 Budget is Amended as follows:</b>		
Tenant Based Rental Assistance	(\$300,000.00)	
Sponsor Administration - Subgrantees		\$300,000.00
Total Budget Changes:	(\$300,000.00)	\$300,000.00

No fiscal note is required on grant items.

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

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Tom McCasland, Director

### **Prior Council Action:**

05/29/2018 (O) 2018-430

06/12/2018 (O) 2018-457

### **Contact Information:**

Roxanne Lawson

(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/27/2019

District ALL

Item Creation Date: 1/28/2019

HCD 19-03

Amendment to the State of Texas Plan for Disaster Recovery:  
Hurricane Harvey – Round 1 for CDBG-DR Funds

Agenda Item: II.b.

### **Background:**

The Housing and Community Development Department (HCDD) recommends Council approval to amend Houston related sections of the *State of Texas Plan for Disaster Recovery: Hurricane Harvey – Round 1* (Plan). Changes to the Plan will include an additional allocation of Community Development Block Grant Disaster Recovery (CDBG-DR) funding in the amount of \$99,923,703.00 for Hurricane Harvey from the Texas General Land Office (GLO). The amended Houston related sections of the Plan will be submitted to GLO to be incorporated into GLO's *Plan Amendment #3*.

The City of Houston received a direct CDBG-DR allocation from GLO in the amount of \$1,175,954,338.00 to be used for Hurricane Harvey recovery efforts primarily related to housing. To receive this funding, the City of Houston developed a local action plan as prescribed by GLO, which included a local needs assessment, budget, program descriptions, and expenditure timelines for the City's allocation of CDBG-DR funds. Council approved the submission of the local action plan to GLO on June 27, 2018, Ordinance No. 2018-518, and approved the updated local action plan and authorized the Contract on January 2, 2019, Ordinance No. 2019-10. The local action plan was incorporated into GLO's Plan, which was approved by HUD in December 2018.

The amended Houston sections of the Plan include changes to the CDBG-DR17 budget to incorporate the additional \$99,923,703.00 expected in CDBG-DR funding. To reflect the additional funding, the following activities have been proportionally increased as shown in the table below: Homeowner Assistance Program, Single Family Development Program, Multifamily Rental Program, Small Rental Program and the Homebuyer Assistance Program.

<b>Community Development Block Grant Disaster Recovery (CDBG-DR)</b>		
<b>Activity</b>	<b>Increase</b>	<b>New Budget</b>
Homeowner Assistance Program	\$35,170,627.00	\$427,900,063.00
Single Family Development Program	\$18,269,086.00	\$222,269,086.00
Multifamily Rental Program	\$28,771,892.00	\$350,050,472.00
Small Rental Program	\$5,481,182.00	\$66,686,282.00
Homebuyer Assistance Program	\$1,947,028.00	\$23,688,328.00
Buyout Program	-	\$40,800,000.00
Public Services	-	\$60,000,000.00
Economic Revitalization Program	-	\$30,264,834.00
Administration	\$10,283,888.00	\$31,118,976.00
Planning	-	\$23,100,000.00
<b>Total</b>	<b>\$99,923,703.00</b>	<b>\$1,275,878,041.00</b>

Additional changes to the Plan include removing contradictory language, adding clarifying language, and removing language related to Houston's public comment period to align the Plan's substantial amendment process with GLO and Harris County.

Updated portions of the Plan were made available to the public to allow residents the opportunity to comment before City Council approval. The review period was January 25, 2019 through February 24, 2019.

No Fiscal Note is required on grant items. The Housing and Community Affairs Committee reviewed this item on February 19, 2019.

**Prior Council Action:**

6/27/2018 (O) 2018-518

1/2/2019 (O) 2019-10

**Amount of Funding:**

\$99,923,703.00 – CDBG- Disaster Recovery Hurricane Harvey -Federal State Local – Pass Through Fund 5030

**Contact Information:**

Roxanne Lawson

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## CITY OF HOUSTON – CITY COUNCIL

Meeting Date:

District ALL

Item Creation Date: 2/4/2019

HCD19-12

Association for the Advancement of  
Mexican Americans (AAMA)

Agenda Item: III.a.

### **Background:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between the City of Houston and the Association for the Advancement of Mexican Americans (AAMA), providing \$260,565.81 in Housing Opportunities for Persons with AIDS (HOPWA) funds to provide supportive services to approximately 85 households affected by HIV/AIDS.

AAMA will provide supportive services to HOPWA-eligible persons that are homeless or have unstable housing conditions. Supportive services will include case management, food/nutritional services, housing placement, transportation, mental health care, HIV medical care, substance abuse counseling, education, legal assistance, and life skills training. HOPWA funds are providing 32% of the cost of this program.

Category	Total Contract Amount	Percent
Administrative	\$18,203.00	7%
Supportive Services	\$242,362.81	93%
<b>Total</b>	<b>\$260,565.81</b>	<b>100%</b>

HCDD conducted a Request for Proposals for HOPWA contracts for fiscal year 2019. AAMA was one of the agencies selected. The contract period is April 1, 2019 - March 31, 2020. AAMA began receiving HOPWA funds through the City in 2014.

No Fiscal Note is required on grant items.

The item was reviewed by the Housing and Community Affairs Committee on February 19, 2019.

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Tom McCasland, Director

### **Amount of Funding:**

\$260,565.81 Federal Government - Grant Funded (5000)

### **Contact Information:**

Roxanne Lawson  
832-394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/27/2019

District ALL

Item Creation Date: 1/15/2019

HCD19-21

Coalition for the Homeless of Houston-Harris County

Homeless Management Information System

Agenda Item: III.b.

### **Background:**

The Housing and Community Development Department (HCDD) recommends approval of a Contract between the City of Houston and the Coalition for the Homeless of Houston/ Harris County (Coalition) providing \$64,646.85 in HOPWA funds to finance the operation of the Homeless Management Information System (HMIS) for the City of Houston's HOPWA projects serving Houston's low-income and homeless individuals and families affected by HIV/AIDS.

The Coalition was established in 1982 to develop, advocate, and coordinate community strategies to prevent and alleviate homelessness. The Coalition is the lead agency for the Houston/Harris County Continuum of Care (CoC), which is a HUD grant for projects that provide housing and services for homeless persons. Data collected for clients served through the CoC is maintained in a HMIS database.

As the lead agency, the Coalition maintains and operates the HMIS for the Houston/Harris County metropolitan statistical area. Participation in the HMIS enables HCDD to track households receiving assistance through the HOPWA Program, reduces duplication of client services, tracks supportive services, and minimizes errors in data reporting. HUD encourages HOPWA grantees and project sponsors to participate in the HMIS to "improve coordination and to enhance beneficiary access to other community assistance programs."

Category	Total Contract Amount	Percent
Administrative	\$4,525.28	7.00%
Housing Information Services	\$60,121.57	93.00%
<b>TOTAL</b>	<b>\$64,646.85</b>	<b>100.00%</b>

Moreover, the Coalition is establishing a central wait list for the project sponsors on the HOPWA HMIS. The HMIS waitlist would rank the clients in vulnerability order based on their needs. Assistance will be provided to new clients based on their vulnerability ranking.

The contract provides funding for a 12-month period from April 1, 2019 – March 31, 2020. The City of Houston is the HOPWA Program Administrator for a nine-county region, which includes Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery and Waller counties.

No Fiscal Note is required on grant funded projects. This item was reviewed by the Housing and Community Affairs Committee on February 19, 2019.

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Tom McCasland, Director

### **Amount of Funding**

\$64,646.85

Housing Opportunities for Persons with AIDS (HOPWA) - Fund 5000

### **Contact Information:**

Roxanne Lawson

(832) 394-6307



## CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 3/13/2019

District D

Item Creation Date: 2/4/2019

HCD19-19

The Men's Center dba recenter

Agenda Item: III.c.

### **Background:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between The Men's Center dba recenter and the City of Houston to provide up to \$130,000.00 in CDBG funds for program and administration costs to deliver case management supportive services to a minimum of 100 emergency and transitional housing residents who are recovering from alcohol and/or drug abuse.

Services will include helping residents gain access to medical, social and educational services, providing 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 Public Service funds in 2016.

Category	Total Contract Amount	Percent
Administration	\$13,000.00	10%
Program Costs	\$117,000.00	90%
<b>Total</b>	<b>\$130,000.00</b>	<b>100%</b>

HCDD conducted a Request for Proposal (RFP) for Public Services contracts for fiscal year 2019 with a one-year renewal option for fiscal year 2020. The Men's Center dba recenter was one of the agencies selected. This contract term will be April 1, 2019 through March 31, 2020.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing & Community Affairs Committee on February 19, 2019.

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Tom McCasland, Director

### **Amount of Funding**

\$130,000.00

Federal Government – Grant Funded (5000)

### **Contact Information:**

Roxanne Lawson

(832) 394-6307





## **CITY OF HOUSTON – CITY COUNCIL**

Meeting Date: 3/13/2019

District ALL

Item Creation Date: 2/4/2019

HCD19-18

Houston Volunteer Lawyers Program, Inc.

Agenda Item: III.d.

### **Background:**

The Housing and Community Development Department (HCDD) recommends approval of a contract between Houston Volunteer Lawyers Program, Inc. and the City of Houston to provide up to \$150,700.00 in HOPWA funds for program and administration costs to deliver comprehensive civil legal services to a minimum of 150 low-income persons living with HIV/AIDS through Houston Volunteer Lawyers' AIDS Legal Project.

This supportive services program will provide 150 eligible clients and their households with a full spectrum of civil legal assistance by conducting Legal Advice Clinics at AIDS service organizations, HIV health clinics and HOPWA-funded housing facilities.

Eligible individuals who attend a Legal Advice Clinic meet face-to-face with a licensed Texas attorney and receive a legal check-up on issues they face concerning HIV/AIDS and maintaining stable housing. For issues that require ongoing representation, the AIDS Legal Project provides representation free of charge. Clients can receive assistance in obtaining divorces, child custody, Social Security Disability and Medicaid/Medicare benefits, tax and consumer issues, and other legal issues that people living with HIV/AIDS commonly face.

Houston Volunteer Lawyers work with the local Bar Association, corporate legal departments and law firm pro bono sections to coordinate volunteer efforts, resulting in 1,500 active volunteers giving more than 15,000 pro bono hours each year. Houston Volunteer Lawyers began receiving HOPWA funding through the City in 2008.

<b>Category</b>	<b>Total Contract Amount</b>	<b>Percent</b>
Administration	\$10,549.00	7%
Supportive Services	\$140,151.00	93%
<b>Total</b>	<b>\$150,700.00</b>	<b>100%</b>

HCDD conducted a Request for Proposal (RFP) for Public Services contracts for fiscal year 2019, with a one-year renewal option for fiscal year 2020. Houston Volunteer Lawyers Program, Inc. was one of the agencies selected. This contract term will be April 1, 2019 through March 31, 2020.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing & Community Affairs Committee on February 19, 2019.

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Tom McCasland, Director

### **Amount of Funding**

\$150,700.00 Federal Government – Grant Funded (5000)

### **Contact Information:**

Roxanne Lawson  
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date:

Districts: B & H

Item Creation Date: 2/4/2019

HCD19-17

A Caring Safe Place Inc.

Agenda Item: III.e.

**Background:**

The Housing and Community Development Department (HCDD) recommends Council approval of a Contract between the City of Houston and A Caring Safe Place Inc. to provide funding up to \$858,049.89 to operate and maintain a single-room-occupancy (SRO) community residence and a transitional housing community residence (both with support services) for low-income and/or homeless persons living with HIV/AIDS.

**SRO Community Residence** - This facility provides permanent housing and supportive services to a minimum of 15 low-income and /or homeless persons living with HIV/AIDS, who also have a history of chemical and/or alcohol dependency. Residents at the facility have been stabilized prior to program entry. Stabilization requires that the client enters the project with at least 30 days of sobriety from alcohol and/or drugs.

**Transitional Housing Community Residence** - This facility provides transitional housing and supportive services to a minimum of 30 low-income and/or homeless persons living with HIV/AIDS, who also have a history of chemical and/or alcohol dependency.

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 83% of the budget for this program, and 17% is provided by other funding sources.

Category	Transitional	SRO	Total	Percentage
Program Administration	\$40,433.19	\$19,619.50	\$60,052.69	7%
Program Services	\$268,278.56	\$90,422.50	\$358,701.06	41.8%
Operations Community Residence	\$296,005.88	\$170,290.26	\$439,296.14	51.2%
Total	<b>\$577,717.63</b>	<b>\$280,332.26</b>	<b>\$858,049.89</b>	<b>100%</b>

HCDD conducted a Request for Proposals for HOPWA contracts for fiscal year 2019 with a one-year renewal option for fiscal year 2020. A Caring Safe Place was one of the agencies selected. The term of this contract will be April 1, 2019 through March 31, 2020. 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 19, 2019.

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Tom McCasland, Director

**Amount of Funding**

\$858,049.89 Federal Government – Grant Funded (5000)

**Contact Information:**

Roxanne Lawson

(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date:

District ALL

Item Creation Date: 2/1/2019

HCD19-16

AIDS Foundation Houston

Agenda Item: III.f.

**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 four separate multi-unit residential facilities with supportive services for low-income and/or homeless persons living with HIV/AIDS.

The project's scope of work provides permanent housing and support services to a minimum of 109 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	7.00%
Supportive Services	\$275,748.77	25.52%
Operations: Friendly Haven	\$225,066.30	20.83%
Operations: Burrell	\$263,495.45	24.40%
Operations: Help House	\$240,315.97	22.25%
Total	\$1,080,238.00	100.00%

HCDD conducted a Request for Proposals for CDBG contracts for fiscal year 2019 with a one-year renewal option for fiscal year 2020. AIDS Foundation Houston, Inc. was one of the agencies selected. The term of this contract will be March 1, 2019 through February 29, 2020. 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 19, 2019.

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Tom McCasland, Director

**Amount of Funding**

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

**Contact Information:**

Roxanne Lawson  
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