



Houston City Council
Housing and Community Affairs Committee

Tiffany D. Thomas (Chair) - David Robinson (Vice Chair)

Karla Cisneros - Mike Knox – Martha Castex-Tatum

Michael Kubosh – Tarsha Jackson - Carolyn Evans-Shabazz

Notice of Hybrid City Council Committee Meeting – Hybrid Meeting (Virtual and in-Person)

Tuesday, January 17, 2023, at 10:00 a.m.

I. Call to Order/Welcome

II. Finance

The Housing and Community Development (HCD) Department recommends Council authorization of a Substantial Amendment to the Uptown TIRZ Series 2021 (Ordinance 2021-354) Affordable Homes Fund Budget for the New Home Development Program (NHDP). (All Districts)

Derek Sellers, Deputy Director for Keith W. Bynam, Director

Temika Jones, Assistant Director/CFO

III. Public Services

a. HCD recommends Council approval of an Ordinance authorizing a new Agreement between the City of Houston and the Coalition for the Homeless of Houston/Harris County, providing \$85,000.00 of Emergency Solutions Grant (ESG) funds and \$66,005.00 in Housing Opportunities for Persons with AIDS (HOPWA) funds for the operation and maintenance of the Homeless Management Information System (HMIS). (All Districts)

b. HCD recommends Council approval of an Ordinance authorizing a First Amendment to the Subrecipient Agreement between the City of Houston (City) and Catholic Charities of the Archdiocese of Galveston-Houston (Catholic Charities) providing an administrative correction to the budget by adding an Indirect Cost Rate line item and moving previously allocated Administration funds to the new line. (All Districts)

Derek Sellers, Deputy Director for Keith W. Bynam, Director

Melody Barr, Deputy Assistant Director

IV. Public Facilities

HCD recommends Council approval of an Ordinance authorizing a First Amendment to the Construction Contribution Agreement between the City of Houston and The Coalition for the Homeless of Houston/Harris County (Coalition) to extend the deadlines established in the original agreement approved by Council, allowing the Coalition to complete the rehabilitation and reconstruction at 2903 Jensen Dr, Houston, Texas, a Housing Navigation Center. (District B)

Derek Sellers, Deputy Director for Keith W. Bynam, Director

Ana Martinez, Deputy Assistant Director

V. Multifamily

HCD recommends Council approval of an Ordinance authorizing an additional \$500,000.00 in Hurricane Harvey Community Development Block Grant Disaster Recovery (CDBG-DR17) funds towards the increased construction costs for Gala at MacGregor, a new multifamily development located at 102 Carson Court. This brings the total forgivable loan between the City of Houston and Gala at MacGregor, LP., to \$9,900,000.00. (District D)

Derek Sellers, Deputy Director for Keith W. Bynam, Director
Ana Martinez, Deputy Assistant Director

VI. Operations

HCD recommends Council approval of an Ordinance authorizing a professional services agreement with CORE Office Interiors (CORE) providing up to \$150,000.00 of TIRZ Affordable Housing Funds for the design and reconfiguration of cubicles for staff on the 9th and 10th floors at 2100 Travis Street. (District C)

Deputy Director Derek Sellers, for Keith W. Bynam, Director
Roxanne Lawson, Division Manager

VII. Mayor's Office of Complete Communities

HCD recommends Council approval of an Ordinance authorizing the submission of required materials to the U.S. Department of Labor (DOL), which includes one application for Community Project Funding/Congressionally Directed Spending for up to \$750,000.00 in federal funds to benefit residents of the City of Houston; The execution of the Agreements between the City of Houston (City) and DOL for the CPF grants by the Mayor, or the Mayor's designee; and the execution of related forms and documents for the entitlement grants by the Mayor, or the Mayor's designee. (All Districts)

Deputy Director Derek Sellers, for Keith W. Bynam, Director
Shannon Buggs, Director of the Mayor's Office of Complete Communities

VIII. Director's Comments, Deputy Director Derek Sellers, for Keith W. Bynam, Director

- a. Roman McAllen, Planning Department
The Impact of Section 106 on GLO Projects
- b. Special Called 9% Housing Tax Credit Presentation, February 1, 2023 (2 p.m.)
- c. Upcoming Events

Acres Home Large Tract Development Groundbreaking
January 26th at 1:30pm - 2:30pm
1538 W Tidwell, 77091

Scott Street Lofts Grand Opening
February 20th at 11am - 12pm
1320 Scott Street, Houston, TX 77003



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 1/25/2023

District ALL

Item Creation Date: 12/29/2022

HCD22-108

Substantial Amendment - Uptown TIRZ Bond Series 2021
 Homes Funds for Affordable Home Development Program
 Agenda Item: II.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance amending Ord. No. 2021-354 to allocate (i) \$21,565,115.00 from the Homebuyer Choice Program (HCP) line item to the Affordable Home Development Program, Large Tract Development line item and (ii) \$7,222,385.00 from the HCP line item to the New Home Development Program, Scattered Lots line item, as follows:

Current Activities Budget			
Activity	Budget	Program Cost	Activity Delivery Cost
Homebuyer Choice Program (HCP)	\$52,787,500.00	\$47,508,750.00	\$5,278,750.00
Homebuyer Assistance Program (HAP)	\$495,000.00	\$445,500.00	\$49,500.00
Affordable Home Development Program (AHDP), Large Tract	\$33,434,885.00	\$30,091,396.50	\$3,343,488.50
New Home Development Program (NHDP), Scattered Lots	\$13,282,615.00	\$11,954,353.50	\$1,328,261.50
Totals	\$100,000,000.00	\$90,000,000.00	\$10,000,000.00

Proposed Activities Budget				
Activity	New Budget	Program Cost	Activity Delivery Cost	Change Incr/(Decr)
Homebuyer Choice Program (HCP)	\$24,000,000.00	\$21,600,000.00	\$2,400,000.00	(\$28,787,500.00)
Homebuyer Assistance Program (HAP)	\$495,000.00	\$445,500.00	\$49,500.00	\$0.00
Affordable Home Development Program	\$55,000,000.00	\$49,500,000.00	\$5,500,000.00	\$21,565,115.00
New Home Development Program	\$20,505,000.00	\$18,454,500.00	\$2,050,500.00	\$7,222,385.00
Totals	\$100,000,000.00	\$90,000,000.00	\$10,000,000.00	\$0.00

The goal of the AHDP is to increase affordable single-family homes and homeownership opportunities for households earning from 60% to 120% of the Area Median Income (AMI).

Under the AHDP, for-profit and nonprofit developers are eligible to apply for gap financing for their affordable single-family home projects. Developers must complete and submit the pre-application and supplemental documentation to be considered for funding.

Developers will be asked to submit a full application by invitation only for final award consideration. Each project will be evaluated based on its alignment with the City's affordable housing objectives and priorities, the readiness of the project, the project completion timeline, and overall community benefit.

No fiscal note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on January 17, 2023.

Keith W. Bynam, Director

Prior Council Action:

05/05/2021 (O) 2021-354; 2021-11-10 (O) 2021-973

Contact Information

Roxanne Lawson
(832) 394-6307



CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/15/2023

District ALL

Item Creation Date: 12/30/2022

HCD23-01

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

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing a new Agreement between the City of Houston (City) and the Coalition for the Homeless of Houston/Harris County (the Coalition), providing \$85,000.00 of Emergency Solutions Grant (ESG) funds and \$66,005.00 in Housing Opportunities for Persons with AIDS (HOPWA) funds for the operation and maintenance of the Homeless Management Information System (HMIS), which is used to track services received by individuals that are homeless or at-risk of homelessness.

The HMIS is designed to record and store individual client data, including the types of services needed by Houston’s homeless community. It was developed in response to the U.S. Congress' request for information on how appropriated federal homeless funds are spent. Congress is not only interested in fiscal responsibility, but also who the homeless are as a group and the outcome from assistance programs. All agencies receiving federal funds for homeless services are required to participate in the HMIS. The City is funding the Coalition, as the designated Lead Agency of the local Continuum of Care, to comply with this data collection and reporting requirement.

Participation in the HMIS enables HCD to track those receiving assistance through the ESG and HOPWA Programs, reduce duplication of client services, and minimize errors in data reporting. The U.S. Department of Housing and Urban Development (HUD) encourages ESG/HOPWA grantees and project sponsors to participate in the HMIS to improve coordination and to enhance beneficiary access to other homeless and community assistance programs.

Category	ESG	HOPWA	Total	Percent
Program	\$85,000.00	\$61,479.72	\$146,479.72	97%
Administrative	\$0	\$4,525.28	\$4,525.28	3%
Total	\$85,000.00	\$66,005.00	\$151,005.00	100%

The Agreement term will begin May 1, 2023 and continue through April 30, 2024. The Coalition began receiving funding for HMIS operations through the City in 2012. As of November 2022, the Coalition has operated and maintained the HMIS for the City and local Continuum of Care utilizing approximately 64% of funding allocated from their previous contract. No Notice of Funding Availability (NOFA) was performed as the agency is a sole-source provider being the designated Lead Agency. There were no findings on the most recent annual compliance monitoring.

No Fiscal Note is required on grant items. The Housing and Community Affairs Committee reviewed this item on January 17, 2023.

Keith W. Bynam, Director

Amount of Funding:

\$151,005.00 Federal Government – Grant Funded (5000)

Contact Information:

Roxanne Lawson,
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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/1/2023

District ALL

Item Creation Date: 1/9/2023

HCD23-05

Catholic Charities of the Archdiocese of Galveston-Houston

Agenda Item: III.b.

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing a First Amendment to the Subrecipient Agreement between the City of Houston (City) and Catholic Charities of the Archdiocese of Galveston-Houston (Catholic Charities). The Amendment will provide an administrative correction to the budget by adding an Indirect Cost Rate line item and moving previously allocated Administration funds to the new line.

On September 26, 2022, City Council approved an Ordinance authorizing up to \$2,226,446.00 in Community Development Block Grant - CARES Act (CDBG-CV) funds to help prevent and respond to the impacts of COVID-19. This First Amendment makes no changes to funding amounts, sources, or agreement term.

The Way Home developed the Community COVID Housing Program (CCHP) – Phase 2 to continue supporting Houston’s most vulnerable residents impacted by COVID-19, people experiencing homelessness. As part of CCHP Phase 2, Catholic Charities is providing rapid rehousing case management and housing navigation services to a minimum of 400 households that have been impacted by COVID-19.

This Amendment is necessary to allow Catholic Charities to submit Administration expenses for reimbursement utilizing their approved federal indirect cost rate associated with their CCHP – Phase 2 Rapid Rehousing project.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on January 17, 2023.

Keith W. Bynam, Director

Prior Council Action:

9/26/2022 (O) 2022-0719

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 1/18/2023

District B

Item Creation Date: 11/25/2022

HCD22-107

Housing Navigation Center - First Amendment

Agenda Item: IV.

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing a First Amendment to the Construction Contribution Agreement between the City of Houston (City) and The Coalition for the Homeless of Houston/Harris County (Coalition) to extend the deadlines established in the original agreement approved by Council. The deadline extension will allow the Coalition to complete the rehabilitation and reconstruction of improvements located at 2903 Jensen Dr, Houston, Texas, a Housing Navigation Center. No additional funds are being added at this time.

On January 25, 2022, City Council approved an Ordinance authorizing \$6,186,332.17 of funds from (1) Emergency Solutions Grant – CARES Act (ESG-CV) funds and (2) City of Houston Insurance proceeds. The United Arab Emirates provided additional funds for the rehabilitation and reconstruction of the facility. The Coalition now requests an extension of deadlines until March 31, 2023, to complete construction on the Housing Navigation Center and to ensure all documentation is submitted to the City of Houston.

Due to pervasive, underlying health conditions and a lack of access to adequate facilities, people experiencing homelessness are especially susceptible to the coronavirus and are at higher risk of experiencing severe symptoms. It is imperative to continue moving vulnerable, at-risk individuals experiencing homelessness off our streets and out of our shelters and into permanent housing by way of the Housing Navigation Center.

No Fiscal Note is required on grant items.

This item was reviewed by the Housing and Community Affairs Committee on January 17, 2023.

Keith W. Bynam, Director

Prior Council Action:

6/23/2020 (O) 2020-512; 1/26/2022 (O) 2022-68; 1/26/2022 (O) 2022-69

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/8/2023

District D

Item Creation Date: 1/5/2023

HCD23-02

Gala at MacGregor - New Construction

Agenda Item: V.

Background:

The Housing and Community Development Department (HCDD) recommends Council approval of an Ordinance authorizing an additional \$500,000.00 in Hurricane Harvey Community Development Block Grant Disaster Recovery (CDBG-DR17) funds bringing the total forgivable loan to \$9,900,000.00 between the City of Houston and Gala at MacGregor, LP. The funds will be used towards project’s increased construction costs for a new multifamily development located at 102 Carson Court.

Gala at MacGregor will be an 85-unit podium style new construction. The proposed senior development will be situated on approximately 1.196 acres within the 610 Loop, specifically in the OST/ Almeda TIRZ district. Additionally, Gala at MacGregor will offer mixed-income housing with quick access to the medical center area. The location of the development offers many local amenities such as: the Herman Park Conservancy, Herman Park Golf Course, and Houston Zoo within less than 1-mile walking distance. Furthermore, the City of Houston has worked with Council District D and HEB to establish a new HEB that is within a .5-mile walking distance from this property. Gala at MacGregor will provide 88% of their units to residents at 60% AMI and below, with the remaining units to be offered at market rates. The proposed unit distribution is 36 one-bedroom and 49 two-bedroom.

The loan will be funded by CDBG-DR17 program funds, which have been awarded by the United States Department of Housing and Urban Development, through the Texas General Land Office to provide affordable rental units for low to moderate income households within the City directly impacted by Hurricane Harvey and in accordance with the City’s Harvey Multifamily Program Guidelines implemented by the HCDD.

The City of Houston loan term and affordability period will be 40 years and will commence when the construction period is completed. Following project completion, the outstanding principal balance of the note shall accrue at 1% interest. Borrower will pay an annual installment equal to the lesser of (i) 1% annually on the outstanding balance of the loan plus accrued unpaid interest, if any, or (ii) 50% of net cash flow, provided the default rate interest of 10% per annum will accrue in the event of default. Interest shall be calculated utilizing a 360-day basis for the actual number of days principal is outstanding. Unpaid interest will accrue and will be payable from future available cash flow. If the loan is not in default at the end of the 40-year term, unpaid principal and interest will be forgiven. Total funding for Gala at MacGregor will be as follows:

Sources & Uses			
LIHTC Equity (PNC)	\$15,038,698.00	Hard Cost	\$19,861,586.00
City of Houston Request	\$9,900,000.00	Acquisition Cost	\$4,449,257.00
Conventional Loan (Citi Bank)	\$3,766,000.00	Soft Cost	\$3,789,855.00
In-Kind Equity/ Deferred Developer Fee	\$2,447,905.00	Developer Fee	\$2,697,905.00
		Reserves	\$354,000.00
Total Source of Funds:	\$31,152,603.00	Total Project Cost:	\$31,152,603.00

No Fiscal Note is required on grant items.

This Item was reviewed by the Housing and Community Affairs Committee on January 17, 2023.

Keith W. Bynam, Director

Amount of Funding

\$9,900,000.00 HARVEY CDBG DR-17 (5030)

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 1/31/2023

District C

Item Creation Date: 1/5/2023

HCD23-04

CORE Office Interiors

Agenda Item: VI.

Background:

The Housing and Community Development (HCD) Department recommends Council approval of an Ordinance authorizing a professional services agreement with CORE Office Interiors (CORE) providing up to \$150,000.00 of TIRZ Affordable Housing Funds for the design and reconfiguration of cubicles for staff on the 9th and 10th floors at 2100 Travis Street.

HCD leases office space on the 4th, 9th, and 10th floors of 2100 Travis Street for its employees; the office space on the 4th floor was designated for the additional employees and consultants that were working on disaster recovery activities. With the disaster recovery activities coming to an end, and the return of those activities and funds to the State of Texas General Land Office (GLO), HCD no longer needs and can no longer fund the additional space intended for disaster recovery efforts. Therefore, HCD is requiring design services from CORE, the company that originally designed HCD's office spaces.

The HCD staff that is currently occupying the 4th floor of 2100 Travis will be relocated onto the 9th and 10th floors; however, to accommodate the increased number of staff on floors 9 and 10, a reconfiguration of the cubicles is required. The reconfiguration will be completed on or before March 31, 2023.

On September 26, 2022, and pursuant to Section 3.6 of the original lease, HCD provided a six (6) month termination notice to the Landlord of its intent to vacate the 4th floor of 2100 Travis by March 31, 2023. Additionally, the unamortized portion of the broker commission fees that will be due to the Landlord for terminating the 4th floor lease one year prior to the end of the lease term is \$_____, a significant decrease in the annual lease cost of \$658,434.00.

Funding for this item is included in the FY2023 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 January 17, 2023.

Keith W. Bynam, Director

Amount of Funding

\$150,000.00 TIRZ Affordable Housing Fund (2409)

Prior Council Action:

2/28/18 (O) 2018-153

9/5/18 (O) 2018-706

12/19/18 (O) 2018-1026

Contact Information:

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CITY OF HOUSTON – CITY COUNCIL

Meeting Date: 2/1/2022

District ALL

Item Creation Date: 12/13/2022

HCD23-06

Authorizing submission of Economic Development Initiative –
Community Project Funding Grants
Agenda Item: VII.

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing the following:

- 1) The submission of required materials to the U.S. Department of Labor (DOL), which includes one application for Community Project Funding/Congressionally Directed Spending. These Community Project Funding (CPF) awards are administered by DOL, and the applications estimate a total of \$750,000.00 in federal funds to benefit residents of the City of Houston.
- 2) The execution of the Agreements between the City of Houston (City) and DOL for the CPF grants by the Mayor, or the Mayor’s designee; and
- 3) The execution of related forms and documents for the entitlement grants by the Mayor, or the Mayor’s designee.

In the Consolidated Appropriations Act, 2022 (Public Law 117-103) (the Act), U.S. Congress made CPF awards available, and projects were identified in the annual appropriations legislation. The City of Houston was named the recipient of a grant award for “a workforce development initiative related to a solar initiative, including job-placement, stipends, and supportive services,” through DOL’s Employment and Training Administration. This initiative will be managed by HCD with assistance from the Mayor’s Office of Complete Communities.

The CPF funds will support EmPowering Solar Jobs, which is a workforce development program focused on preparing and accelerating STEM career opportunities for residents without college degrees and living in under-resourced and underserved neighborhoods. The program will build capacity by supporting local industry training providers, which may include Houston Community College and Lone Star College, to create an employment pipeline for program graduates. The program will provide education certificate courses for solar installation and career preparation wraparound services. HCD recommends the City’s allocation of this CPF award in the following categories.

Workforce Development Initiative Related to a Solar Initiative, Including job-placement, stipends, and supportive services: \$750,000.00	
Program Costs (including personnel, equipment, and student tuition and fees)	\$667,500.00
Administration	\$82,500.00
Total	\$750,000.00

The City of Houston will submit application forms before the deadline of February 28, 2023. This item is a procedural, administrative matter for the City to receive the funds awarded. After the CPF grant award is received by the City, contracts or agreements resulting from this project will be presented to City Council at a later date.

No fiscal note is required for grant items.

This item was reviewed by the Housing and Community Affairs Committee on January 17, 2023.

Keith W. Bynam, Director

Shannon Buggs, Director
Mayor's Office of Complete Communities

Amount of Funding

\$ 750,000.00 (to be received) – Federal Government – Grant Fund – (5000)

Contact Information:

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